

CITY OF GREATER DANDENONG

1997/98 Annual Report

OUR VISION

The new City will:

- ◆ plan effectively for its future
- ◆ build partnerships with its citizens
- ◆ lead regional sustainable economic growth
- ◆ achieve an attractive physical environment and civic amenity
- ◆ promote our cultural diversity
- ◆ foster and provide mutual support and caring for people
- ◆ enable all citizens to take pride in Greater Dandenong as a great place to live, work, play or visit.

OUR MISSION

We will respond to our citizens' needs by providing service which is:

- ◆ equitable
- ◆ accessible
- ◆ safe
- ◆ high in quality
- ◆ cost effective

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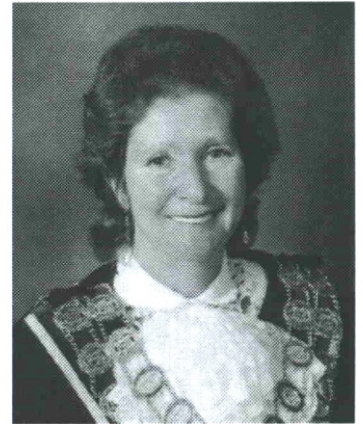
MAYOR'S MESSAGE

Fifteen months have passed since democratically-elected Councillors resumed responsibility for the development and well-being of the City of Greater Dandenong. These fifteen months have been very hectic and a great deal has been achieved, perhaps the most important achievement being the re-establishment of a role for elected Councillors in the life of the City. I wish to thank my fellow Councillors for the effort they have put into this important task.

In this time, Councillors have focused on gaining an understanding of the financial position of Council and addressing a number of important policy matters including development of the new Planning Scheme and planning the infrastructure needs of the City for the next few years. These tasks will continue into the forthcoming year and I am confident residents will be pleased with the outcome of Council's deliberations when adopted prior to the end of the 1998 calendar year.

Council has also spent time during the last year developing strategies and community approaches to problems associated with drug use and the increasing impact of gambling. Both activities are serious problems for the Greater Dandenong community and Council is working closely with the police and community agencies to find ways in which the harm associated with these activities can be minimised. More work is still required in these areas in forthcoming years.

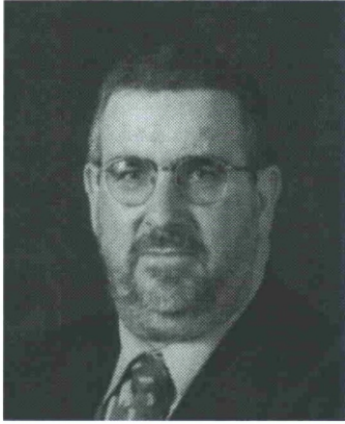
A further issue of concern to Council in 1997/98 was the rise in racism which has been a consequence of the emergence of a certain political influence. The views expressed by this political party



have had an unfortunate polarising impact on the Australian community and caused many to question the success of multiculturalism. This has led to a great deal of distress for many people within the Greater Dandenong community, even though we are one of the best examples in Australia of the success of multiculturalism and the richness that this can bring to a community. My consistent stance as Mayor has been a complete refusal to dignify the views of a certain political party on multiculturalism. We at Council are committed to continuing to develop Greater Dandenong as a multicultural community and to demonstrate how people of all races and faiths can continue to work and live together in harmony for the benefit of all.

1997/98 was a very successful year for the City of Greater Dandenong and has provided a strong foundation on which the new City can continue to build for the future.

Cr Roz Blades
Mayor



CHIEF EXECUTIVE OFFICER'S REPORT

As the Mayor has indicated in her introduction to this Annual Report,

1997/98 was a successful year for the City. Councillors and staff worked well together in 1997/98 and this is directly reflected in tangible results to the community.

Councillors faced a particularly difficult time in 1997/98 coming to grips with financial and management systems developed during the Commissioners' period and determining if these should continue or be reviewed.

Policies and practices have been reviewed where necessary, and changes made to reflect what Councillors see as important to meeting the expectations and needs of the Greater Dandenong community. Councillors have spent many long hours in these endeavours, a commitment sometimes not recognised by many in the community.

A highlight of the 1997/98 year was undoubtedly the opening of the Visy Cares Youth Centre by the Governor of Victoria, bringing to fruition a project some five years in the making. The support of Visy

Industries and the Victorian Government in the development of this project is acknowledged.

Another highlight of the year was the response by Council staff to the contaminated food incidents which occurred in the Springvale area. While both of the actual incidents took place in the previous year, the bulk of the work undertaken to ensure such incidents do not recur took place during 1997/98.

Council staff worked closely with the Victorian Department of Human Services, Casey Institute of TAFE (now Chisholm Institute) and individual food retailers to develop a positive and innovative training and education program for all people involved with the food industry in the Springvale area. The success of this program was acknowledged by the Victorian Minister for Health, The Hon Rob Knowles, earlier this year when he launched a major food safety initiative in a Springvale Road bakery.

1997/98 has also been a year of significant new private investment in the municipality, particularly in the industrial sector. Industrial land take up in Springvale South, Dandenong and Dandenong South has been very high, with a large number of new factory developments being constructed. All

of these developments bring new business and new employment prospects to the City. Such development is vitally important to the future of Greater Dandenong and the surrounding region.

A great deal of staff attention was committed to improving the efficiency of our services to customers in 1997/98. While there is still room for improvement, considerable gains were made during the year, particularly in terms of residents contacting the City by telephone, or visiting one of our three service centres. Call drop out rates and call waiting times were reduced dramatically in Council's call centre and queues reduced in Council's service centres by introducing new opportunities for the payment of rates and other charges.

These improvements, along with many others, were reinforced by an organisation-wide requirement for individual business units to develop service charters. Charters outline in simple, easy-to-understand language, exactly what residents and others doing business with Council can expect when they request or receive a service. This project will continue into 1998/99 and result in further significant service improvement to residents.

In addition to these achievements, I am pleased to report that Greater Dandenong

concluded the 1997/98 year in a sounder financial position than it commenced.

In conclusion, I would like to thank all City of Greater Dandenong staff for their efforts during 1997/98. A solid team effort has seen improvements to service delivery across the board and I am confident the benefits of this hard work will flow through to 1998/99 and future years.

We are well on the way to consolidating Greater Dandenong as Melbourne's second City and as the regional centre of south-east Melbourne.

Warwick Heine

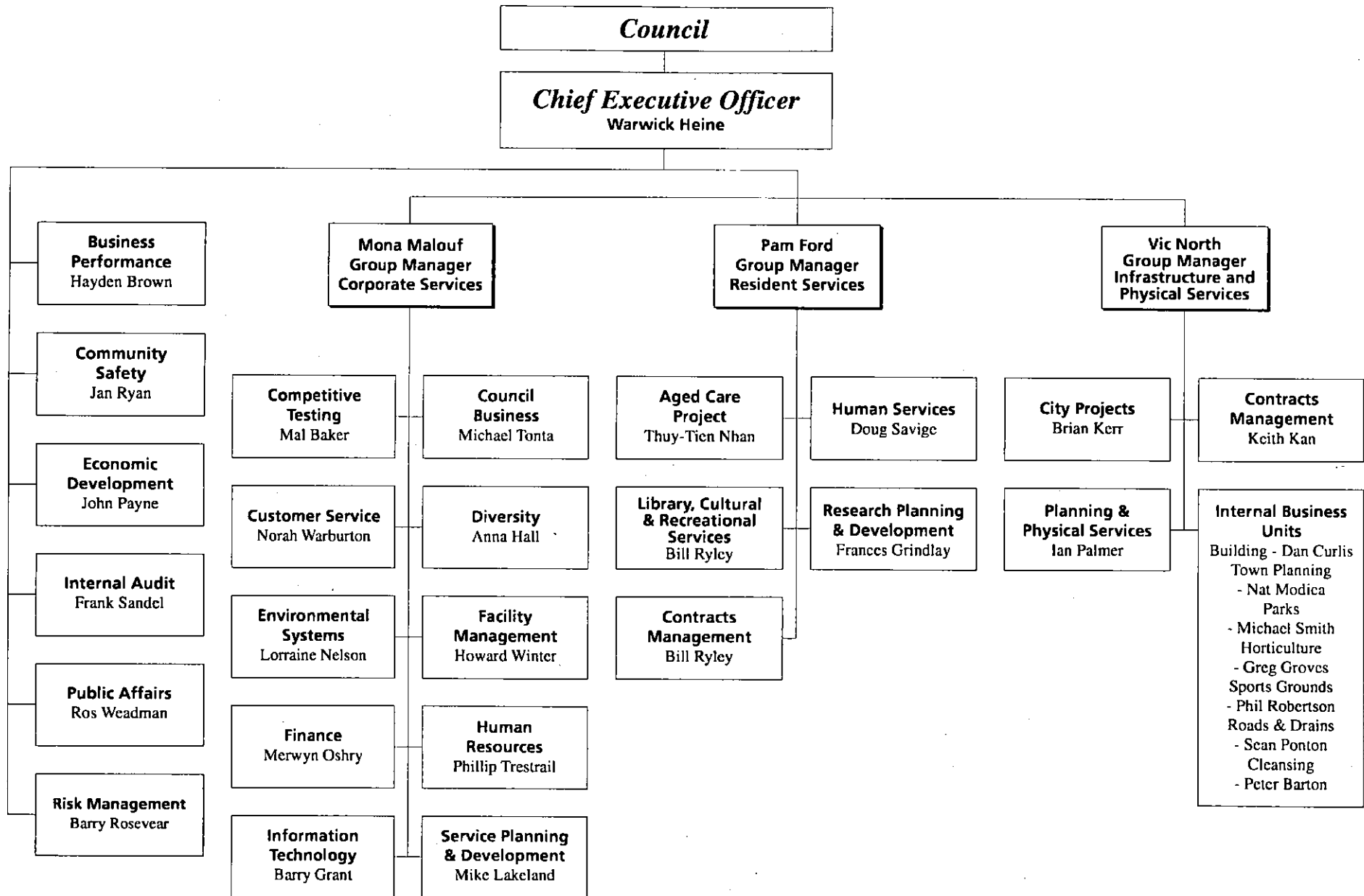
Chief Executive Officer

OUR COUNCIL

Councillors

		<i>Elected</i>	<i>Retires</i>
	Keysborough: Cr Roz Blades (Mayor) Ph: 0417 053 612 Fax: 9701 5821	15 March 1997	15 March 2000
	Cleeland: Cr Paul Donovan Ph: 0411 251 926 Fax: 9794 8831	15 March 1997	15 March 2000
	Dandenong: Cr Greg Harris Ph: 9883 4151 Fax: 9792 2527	15 March 1997	15 March 2000
	Dandenong North: Cr John Kelly Ph: 9793 1777 Fax: 9793 1777	15 March 1997	15 March 2000
	Keysborough South: Cr Dale Wilson Ph: 0411 251 925 Fax: 9769 1356 (AH) 9793 2134 (BH)	15 March 1997	15 March 2000
	Lyndale: Cr Angela Long Ph: 0411 251 919 Fax: 9795 6446	15 March 1997	15 March 2000
	Noble Park: Cr Philip Reed Ph: 9562 3734 Fax: 9562 4583	15 March 1997	15 March 2000
	Noble Park North: Cr Sharon Harris Pager: 132 222 Quote: 277346 Fax: 9791 6906	15 March 1997	15 March 2000
	Springvale Central: Cr Youhorn Chea Ph: 0417 320 645 Fax: 9562 4802	15 March 1997	15 March 2000
	Springvale South: Cr Yvonne Herring Ph: 0411 251 915 Fax: 9558 4827	15 March 1997	15 March 2000
	Springvale North: Cr Naim Melhem Ph: 0411 251 916 Fax: 9790 0736	15 March 1997	15 March 2000

Organisational Structure



Council Addresses**Dandenong Office**

39 Clow Street, Dandenong 3175

Tel: 9239 5100

Fax: 9238 1405

Springvale Office

397 - 405 Springvale Road, Springvale 3171

Tel: 9239 5100

Fax: 9239 5196

Economic Development Unit

Suite 1, 31-33 Robinson Street,

Dandenong 3175

Tel: 9706 9999

Fax: 9706 9543

Parkmore Customer Service Centre

Shop A7, North West Mall

Parkmore Shopping Centre

Cheltenham Road, Keysborough 3173

Tel: 9238 1485

Fax: 9796 1157

Council Depot

Cnr. Greaves Street & Cheltenham Road,

Dandenong 3175

Tel: 9797 1754

Fax: 9791 2679

**Dandenong Library &
Information Service**

Stuart Street, Dandenong 3175

Tel: 9791 6400

Fax: 9791 9075

**Springvale Library &
Information Service**

411 Springvale Road, Springvale 3171

Tel: 9547 1044

Fax: 9547 4761

Markets**Dandenong Produce Market**

Cnr Cleeland & Clow Streets,

Dandenong 3175

Tel: 9701 3850

Fax: 9769 2629

Dandenong Sale Yards

3175 Cheltenham Road, Dandenong 3175

Tel: 9238 1503

Major Sporting Facilities**Dandenong Basketball Association****Dandenong Indoor Sports Stadiums**

270 Stud Road, Dandenong 3175

Tel: 9794 7192

Fax: 9706 9631

Dandenong Oasis**Aquatic and Leisure Centre**

Cnr. Cleeland Street and Heatherton Road,

Dandenong 3175

Tel: 9706 9299

Fax: 9791 8178

Noble Park Heated Swim Centre

Cnr Memorial Drive and Heatherton Road,

Noble Park 3174

Tel: 9546 7955

Fax: 9546 8980

Springers Leisure Centre

Tatterson Park

400 Cheltenham Road, Keysborough 3173

Tel: 9701 5900

Fax: 9701 5844

Staff Analysis

as at 30 June 1998

	MALE		FEMALE		TOTAL	
	NUMBER EFT		NUMBER EFT		NUMBER EFT	
FULL-TIME	182	182	133	133	315	315
PART-TIME	56	19.61	237	124.16	293	143.77
CASUAL	23	6.73	30	11.34	53	18.07
TOTAL	261	208.34	400	268.50	661	476.84

	MALE	FEMALE	TOTAL
MANAGERS	15	4	19
PROFESSIONAL	40	61	101
PARAPROFESSIONAL	58	162	220
TRADES	27	3	30
CLERKS	24	90	114
PLANT OPERATORS	35	0	35
LABOURERS	62	80	142
TOTAL	261	400	661

Equal Employment Opportunity

During 1997/98, the City of Greater Dandenong implemented a number of strategies to further advance the principles of equal employment opportunity (EEO) in relation to recruitment, advancement, training, and general human resource management practices. Strategies are outlined below.

Training

- ◆ Training was held for Councillors, managers, business unit leaders, supervisors, union representatives, and EEO Committee members on managing EEO issues in the workplace.
- ◆ A training needs analysis was conducted to ensure that all staff had attended recent EEO training. As a result, further training will be held as part of the 1998/99 EEO Action Plan for staff who have not attended EEO/harassment training.
- ◆ A management development workshop was held in June 1998, with keynote presentations by Virginia Rogers, Chairperson of the Equal Opportunity Commission of Victoria, and Mark Glazebrook from the Corporate Citizenship Research Unit of Deakin University. The workshop focused on:
 - application of equal opportunity and disability discrimination legislation to local government as an employer and a service provider;
 - significant recent developments and emerging issues in EEO and their implications for Council; and
 - the skills and knowledge required to manage EEO issues.

Staff Profile

A survey of all staff was conducted in September 1997 to determine the profile of staff. The survey looked at aspects such as gender, age, country of birth, languages, cultural background, educational background, length of service, disability, family responsibilities and religion. Results of the survey will be used to develop strategies to respond to the diversity of the community and the needs of staff.

Communication

- ◆ As in previous years, regular articles were included in staff newsletters to highlight EEO issues and promote EEO messages.
- ◆ The EEO Committee developed posters to provide guidance to staff on where to obtain advice or information on EEO and harassment, and contacts for lodging complaints or grievances.
- ◆ Staff information brochures have been published on Family Leave and Parental Leave to raise awareness about entitlements that assist staff with family responsibilities.

Enterprise Bargaining

Council's new Enterprise Bargaining Agreement, which came into effect on 22 June 1998, includes a range of provisions to assist staff in balancing work and family responsibilities, including:

- paid maternity leave;
- paid paternity leave;
- improved access to award family leave entitlements;
- teleworking guidelines; and
- increased flexibility in employment arrangements.

Priorities for 1998/99

- ◆ EEO/harassment training for staff who have not been trained.
- ◆ EEO/harassment training for volunteers.
- ◆ Development of guidelines to encourage recruitment of people from diverse backgrounds.
- ◆ A survey to establish the needs of staff in relation to child care, out-of-school-hours care, occasional care, holiday care, elder care, and emergency care.
- ◆ Implementation of teleworking guidelines.

OUR PERFORMANCE IN 1997/98

Range of Services Provided and their Usage

SERVICES PROVIDED	TYPICAL USERS	INDICATOR	USAGE
Building Control Services			
Building Applications	Builders, owner/builders, architects, draftpersons,	No. of applications received	625 received
Building Permits	Builders, owner/builders, architects, draftpersons,	No. of permits issued	479 issued
Building Inspections	Builders, owner/builders	No. of inspections conducted	232 inspections
Private Building Surveyor Building Permits	Private building surveyors (PBS)	No. of permits lodged	1058 PBS permits lodged
Siting/Easement Dispensation	Builders, owner/builders, architects, draftpersons,	No. of dispensations decided	139 decided
Plan Copies Searched	Builders, owner/builders, architects, draftpersons,	No. of plans searched	288 searched
Property Information Requests (sect. 32 Sale of Land Act)	Solicitors, conveyancing companies	No. of requests	2326 requests answered
Formal Building Regulation Complaints	General community	No. of complaints	182 complaints investigated
Emergency Response	Emergency services, general community	No. of callouts	8 callouts
Community Safety Information	General community	Community information documents produced	Pool Safety and Residential Smoke Alarm Brochures available from Customer Service Centres
City Projects			
Geographic Information Services	Council business units, consultants, residents, real estate agents	No. of GIS users No. of customer requests No. of new maps	35 staff 120 customer requests 15 new maps created
City Improvement Program	Other authorities, staff, residents	No. of projects Budget	118 applications evaluated \$6.7 million

SERVICES PROVIDED	TYPICAL USERS	INDICATOR	USAGE
Community Safety			
Community Safety Audit facilitation	Residents, schools, community organisations, community groups	Safety audits completed	6 audits
Community Safety Presentations	Schools, community organisations, community groups, service clubs, business groups	No. of presentations	25 presentations
Program Development	Greater Dandenong Community Safety Committee, older residents	No. of programs	Secure Seniors program developed and launched
Strategy Reviews	Greater Dandenong Community Safety Committee, general community, State and Federal governments	Reviews documented	2 strategies reviewed and documented
Community Safety Documents published	Greater Dandenong's residents, businesses, community organisations, community groups, service clubs, schools, local, State and Federal governments	No. of documents	5 major documents published and distributed
Greater Dandenong Community Safety Committee facilitation	Members of the Greater Dandenong Community Safety Committee	No. of meetings	12 meetings
Springvale Drug Action Committee facilitation	Members of the Springvale Drug Action Committee	No. of meetings	12 meetings
Customer Service			
3 Service Centres Dandenong Springvale Parkmore	General community, visitors to the City, businesses	No. of visitors	126,183
Phone Call Centre	General community, visitors to the City, businesses	No. of phone calls	143,360

SERVICES PROVIDED	TYPICAL USERS	INDICATOR	USAGE
Economic Development			
Assistance to existing Manufacturers	Local business community, public sector agencies, community business organisations	Detailed customer interactions	410
		Proactive visits	42
		Matchups (local firms new opportunities)	16
		New job opportunities/jobs retained	16/120
Assistance to retail businesses	Local business community, public sector agencies, community business organisations	Detailed customer interactions	32
		Proactive visits	180
		Provision of StreetLIFE reports	4
		Retail training programs	15
Retention of major business	Local business community, business organisations, employees	Examples of businesses and benefits:	
		General Motors Holden, value/no of jobs	\$30m/350 jobs
		Lanark Spas, value/no of jobs	\$2m/65 jobs
		Aust. Die Castings, value/no of jobs	\$1m/10 jobs
Business investment attracted and facilitated	Business community, public sector agencies, investors, developers and real estate agents	New projects committed/value	20/\$169.4m
		Projects fast-tracked	13
		New job opportunities/Jobs retained	299/666
		(Examples include Aust. Aluminium Finishing, Minister Carpet Site, Nitto-Denko, Villante Investments, Camec	
Business referrals	Business community, public sector agencies, private sector organisations, community business organisations	Referrals to other service providers	148

SERVICES PROVIDED	TYPICAL USERS	INDICATOR	USAGE
Promotion and marketing	Business community, public and private sector organisations	Editions of <i>Greater Dandy Trader/ED News</i> Promotional displays Media opportunities initiated Seminars/workshops	4/2 4 38 11
Import Replacement Expo	Business community, public and private sector organisations	No. of attendees Value of orders taken Value of further potential orders	1,000 \$2.6m \$8.2m
Clean-Up Springvale Campaign	General community, business community, local traders, local residents, shoppers	Provision of training for retailers	Target: 6 training programs. 15 actually conducted
Business databases and directories	Business community, public sector agencies, private sector organisations	No. of directories/databases sold Value of directories/databases sold	117/28 \$3,195/\$7,500
Environmental Health			
Food sampling	Businesses	Number of food samples	546 food samples were taken, 118 or 21.6% of these samples failed to comply with the prescribed standard, which resulted in 4 prosecutions and 1,490 food items being seized
Complaint investigation	General community	Number of complaints responded to	1,150 were responded to within 48 hours of notification. Complaint investigation accounted for 1,457 man hours

SERVICES PROVIDED	TYPICAL USERS	INDICATOR	USAGE
Food/health premises inspections	Businesses	Number of inspections	4,707 inspections were carried out, 2,455 notices were issued of which 492 non-complying premises resulted in 9 prosecutions
Immunisation	Adults and children	Number of immunisations and immunisation rates	16,292 vaccines were administered with a current immunisation rate for children due at 18 months of 78 %
Headlice	School children	Number of children checked and infestation rate	9,763 children checked, with an average infestation rate of 6.5%
Diabetic sharps containers	Diabetics	Number of containers distributed	1,390 containers

Facility Management

Property and Enterprise Management:	General community		
Dandenong Cemetery		Cemetery - No. of burials	26
Multideck carparks		Carparks - Fees collected	\$95,000 approx.
Municipal Saleyards		Saleyards - No. of cattle sold	127,184
Building maintenance: All Council owned buildings	Internal Council business units, community groups	No. of maintenance jobs completed % of jobs due to vandalism	Av. 150/month 17.96%
Halls and meeting rooms hire	General community	No. of hall bookings	1,404
Property Disposals and Acquisitions	Council	No. of property sales	7

SERVICES PROVIDED	TYPICAL USERS	INDICATOR	USAGE
Contract management: - Dandenong Produce Market - Oasis Aquatic Centre - Springers Leisure Centre	General community	No. of visitors	More than 2.5 million
Shared Cost Fencing	Residents	No. of fencing jobs completed	101
Graffiti Control Program	General community, shopkeepers and traders	No. of graffiti removal jobs	1,079
Capital Works Project Management	Council, community groups	No. of projects completed Value of projects completed	9 \$395,850
Human Services			
AUDA HOUSE Auda House Residential Care Unit	Disabled persons	6 people with disabilities living in the community	100% Occupancy
COMMUNITY BUS Community Bus service to residents and groups with a door-to-door service.	Frail elderly and/or people with a disability	No. of hours	Door-to-door service is approx. 7.5 hours per weekday.
Hire Buses	Community clubs and groups	% productivity	Hire buses are out 80% - 90% of the time all year round.
YOUTH SERVICES			
Youth Activities Services	Young people aged 11-16 yrs who are at risk of leaving school	Number of participants in programs, school visits and workshops	8,460 young people
Youth Outreach Services	Young people aged 11-25 yrs who are at risk, disadvantaged or isolated	No. of clients serviced in the Springvale Outreach Service, on Ken's Bus, home visits, youth centres, schools and other locations away from the office	13,131 young people and their families

SERVICES PROVIDED	TYPICAL USERS	INDICATOR	USAGE
Muso Network	Young people aged 11-25 yrs who are interested in the live entertainment industry	Participation rate in the committee of management, Jam , Nights "FREEZA" events and other special activities	5,844 young people per year
School Holiday Program	Young people aged 11-16 yrs who are interested in participating in recreational activities	Participation rate in the school holiday activities.	500 young people per year
Danvale	Young people aged 13-25 yrs with a disability who take part in recreational activities	Number of participants in the fortnightly program	15 young people per fortnight
Centre-Based Assistance	Young people aged 11-25 yrs and their families requiring information, support, assistance and referral	Number of young people and their families accessing the service	20,880 young people and their families
FAMILY SUPPORT & COUNSELLING			
In-Home Support	Families with children aged 0-18 yrs	Service hours provided	2,612 compared with Dept. Human Services (DHS) target of 1,687 hours
Family Counselling	As above	As above	743 compared with DHS target of 655 hours.
Parent Support Group	Parents of children aged 0-18 yrs	Participation rate	8 group members on average. Service hours included in above
Parenting courses	Parents of children aged 0-18 yrs	No. of courses Participation rate	2 courses per annum 10 participants on average
General counselling and Material Aid	Residents	Referral acceptance rate	415 client contacts

SERVICES PROVIDED	TYPICAL USERS	INDICATOR	USAGE
COMMUNITY AGED CARE PACKAGES Community Aged Care Packages	Older people with complex needs, often living at home instead of residential facilities	Approved packages	30
FAMILY DAY CARE Child care in the homes of registered Family Day Care providers	Children aged 0 - 12 years	No. of hours of service provided	300,000 hrs
H L WILLIAMS Aged Hostel	Frail elderly	No. of residents	50 (100% occupancy)
ADULT DAY ACTIVITY AND SUPPORT SERVICE (ADASS) A multicultural support service	Frail elderly, people with disabilities	No. of users	200
HOME AND COMMUNITY CARE	Frail elderly, people with disabilities	No. of users No. of delivery hours	1,100 70,000 hours
VOLUNTEER PROGRAM	Frail elderly, people with disabilities	No. of volunteers No. of users	150 1,266
MATERNAL AND CHILD HEALTH	Families with children aged 0-6 years	No. of consultations provided No of New Mothers groups conducted	35,029 47
CHILDRENS SERVICES Pre-school field officer	Families with children aged 4 with special needs, pre-school service staff	No. of children visited	70 (Nov. - June)
Children's Services Resource & Development	Families with children with special needs, staff in children's service centres	75% of staff time in direct service	100% achieved
Pre-school enrolment service	Pre-school aged children	No. of contacts	2,270 pre-school enrolments processed. 80 children placed from waiting list
FOOD SERVICES Meal On Wheels	Aged and disabled people	No. of clients No. of meals	1,066 82,500

SERVICES PROVIDED	TYPICAL USERS	INDICATOR	USAGE
Library, Art & Recreation			
Arts Directory	Residents and arts community	No of copies distributed	860
Short Story Competition	National general population	Total number of entries	1,361
Public Art Projects	Residents and arts community	Number of projects developed	2
Artalk Newsletter	Residents and arts community	Number of copies distributed	4,000
Dandenong Community Arts Centre	Residents and arts community	Total number of visitors	24,785
Walker St Gallery	Residents and arts community	Total number of visitors	3,672
ENGLISH LANGUAGE & LITERACY			
Advice and Referral service	People who wish to improve their English language and/or literacy proficiency	No of assessment interviews	824
Open Learning Centres	People who wish to improve their English language and/or literacy proficiency using Computer Assisted Language Learning (CALL)	No of people accessing Open Learning Centres	1,369
HERITAGE HILL			
Minimum of 4 new exhibitions	Residents, non-residents	Visitation figures	1,637 (increase of 13% on last financial year)
Tour guide provided for every booked tour	Primary, secondary and tertiary institutions, community, service and special needs groups	Visitation figures	32 booked tours
Educational kits provided for school visitation	Primary, secondary and tertiary institutions	Visitation figures	13 school groups
Four volunteer induction workshops	Residents, non-residents, students	Community participation figures	4 volunteer workshops 40 Friends of Heritage Hill 23 Volunteers

SERVICES PROVIDED	TYPICAL USERS	INDICATOR	USAGE
Picturesque gardens for hire.	Residents, non-residents	Venue hire figures	26 wedding photography sessions 6 wedding ceremonies
Access to the collections for research purposes	Residents, non-residents including: project workers primary, secondary and tertiary students	Number of requests for access to collections	25
Information of oral/local history	Residents, non-residents	Number of requests for information	150
Hire of travelling exhibitions	Museums, shopping centres, educational institutions	Number of exhibitions hired	2
Outreach activities to the community through a program published in the calendar of events	Residents, non-residents	Visitation figures	2 calendars p.a. 1,637 visitors
LIBRARIES			
Dandenong Library & Information Service	Residents, students, non-residents	Total loans	591,730 (5.41% decrease on previous year)
Springvale Library & Information Service	Residents, students, non-residents	Total loans	654,879 (6.88% decrease on previous year)
Greater Dandenong Mobile Library	Residents, students, non-residents	Total loans	69,095 (8.02% decrease on previous year)
RECREATION			
Noble Park Swim Centre	General public, schools, swimming squads, Dandenong Triathlon Club	Patronage	53,058 total people 18,970 school students
		Average no. of users per hour	26
Sporting grounds, reserves and pavilions	General public	No. of sporting clubs No. of facilities No. of participants	77 68 4,940 (summer) 5,451 (winter)

SERVICES PROVIDED	TYPICAL USERS	INDICATOR	USAGE
Planning and Physical Services			
OPEN SPACE PLANNING			
Reserves	General community	No. of plans developed	1 Playground Hierarchy completed 1 Landscape plan completed 1 Open Space study completed 3 development proposals completed
Bike Paths	General community	No. of plans developed	1 information map prepared 3 bike linkages completed 1 bike path section upgrade completed
Technical Advice	General community, staff, authorities, Council	No. of requests No. of reports to Council	793 requests handled 18 reports to Council
INFRASTRUCTURE PLANNING			
Roads	General community	No. of projects	25 roads treated 60 roads investigated
Drains	General community	Drains investigated	200 areas investigated (legal points of discharge, unit developments, flood levels, flooding)
Pedestrian facilities	General community	Routes investigated No. of new paths	20 routes investigated (missing sections, upgrade programs) 4 new paths installed
Public lighting	General community	Issues handled	75 matters handled (individual lights, lighting schemes)

SERVICES PROVIDED	TYPICAL USERS	INDICATOR	USAGE
Technical advice	Service Authorities, developers, Council staff	Advice provided	400 Town Planning application comments, 120 subdivision comments, 70 easement applications processed
Internal referrals	Council business units	No. of enquiries	110 Service Authorities enquiries 7 subdivision plans checked

Public Affairs

Community Information Program	Greater Dandenong residents, general community, staff	No. of <i>CommUnity</i> newsletters Distribution Production of <i>Community Directory</i> Production of budget brochure Production of <i>Council's Speakers</i> booklet Production of student information kit Production of <i>Greater Dandenong, Greater Opportunities</i> promotional brochure Voice-over of 2 corporate videos No. of <i>Council Connection</i> columns in three local papers Attendance by press at Council meetings and media briefings No. of press releases supplied to media Production of one hour program on community radio	11 published 48,000 per issue completed completed completed completed completed completed completed completed Fortnightly 2 press reps per meeting average of 24 per month Conducted bi-monthly
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SERVICES PROVIDED	TYPICAL USERS	INDICATOR	USAGE
Residential Amenity			
Community education	General community, primary schools	Information presentations delivered,	22
		community consultations	7
Local Laws	General community	Customer requests	3,252
		Compliance notices issued	494
		Derelict vehicles impounded	32
		Permits issued	486
		Offence warnings	2,464
		Infringements issued	409
		Court prosecutions	23
Animal control	General community	Customer requests	2,513
		Dog registrations	10,589
		Cat registrations	5,867
		Dogs impounded	459
		Cats impounded	161
		De-sexing vouchers issued	190
		Dogs declared as dangerous	11
		Offence warnings	752
		Infringements issued	285
		Court prosecutions	76
Parking control	Visitors to the CBD	Fees collected	\$460,562
		Infringements issued	17,321
		Offence warnings given	4,049
		Customer requests	1,124
Fire prevention	General community	Properties inspected for hazards	2,620
		Hazard clearance notices issued	717
		Clearance notices complied with	20
		Properties cleared by Council	73
		No. of prosecutions	3

SERVICES PROVIDED	TYPICAL USERS	INDICATOR	USAGE
School crossing supervision	School aged children	Visits by Residential Amenity Officers	717
		Supervised crossings	85
		Crossing supervisors	90
		Crossings receiving VicRoads subsidy	83
		Accidents at supervised crossings	nil
Litter Control	General community	Investigations	98
		Infringements issued	21
		Offence warnings given	77
Town Planning			
Town Planning	Builders/developers, consultants, solicitors, property owners/occupiers	Revenue collected	\$740,082
		Planning applications processed	707
		Subdivision certifications processed	134
		Complaints actioned	186
Urban Planning			
Preparation of new Greater Dandenong Planning Scheme	General community, developers, external authorities	Number of public submissions received	85 submissions received
		Attendance at public meetings	30 submitters to Panel hearing
Preparation of new "Green Wedge" planning policies	Council, local landowners, developers, other councils, State Government	Number of public submissions received	6 written submissions
		Attendance at public meetings	60 attendees at public meetings
Greater Dandenong Heritage Study	Council Department of Infrastructure, general community, developers	Heritage items preserved Inclusion in Planning Scheme schedule	400 properties listed 90 properties noted for further study

SERVICES PROVIDED	TYPICAL USERS	INDICATOR	USAGE
Urban Design Strategy	Council Administrative Appeals Tribunal, general community, developers	Participation level at focus groups discussions	70 attendees at focus group meetings 6 multicultural focus groups conducted
Dandenong Facade Improvement Programme	Private landowners	Success in winning State Government grants	Three projects undertaken with grants
Springvale retail precinct studies	Council, landowners, Administrative Appeals Tribunal, developers, general community	Participation in shopper/operator surveys	400 shoppers/owners interviewed
Urban designs prepared	Council, developers	No. of designs prepared	11 designs prepared
Technical advice and assistance	Council, landowners, developers, general community	No. of Planning Scheme Amendments processed No. of public meetings No. of Council reports	8 amendments finalised 4 public meetings held 26 Council reports
Waste Services			
Garbage collection	Residential households	No. of households	44,000 households
Recycling collection	Residential households	No. of households	44,000 households
Hard waste collection	Residential households	No. of households	44,000 households
Commercial waste collection	Commercial and industrial businesses	No. of commercial/industrial businesses using the service	1,600

MAJOR CAPITAL WORKS (CITY IMPROVEMENT PROGRAM)

Civil

PROJECT LOCATION	PROJECT DESCRIPTION	\$
Municipality-wide	Upgrade parking signage	100,000
Buckingham Ave, Balmoral Ave	Head works	90,000
Kingsclere Ave	Local Area Traffic Management (LATM)	120,000
Municipality-wide	Drainage pit cover replacement	70,000
Kirkham Rd	LATM	35,000
Deborah Crt	Drainage	152,700
Streets, car parks, reserves	Public lighting	200,000
Janine Rd	LATM	75,000
Municipality-wide	Footpaths	200,000
Municipality-wide	Bus shelters	50,000
Thomas St	Drainage	40,000
Corrigan Rd	Drainage	90,000
Dandenong Produce Market	Drainage	130,000
Perry Rd	T-intersection	30,000
TOTAL		\$1,382,700

Open Space, Environment

PROJECT LOCATION	PROJECT DESCRIPTION	\$
Dandenong Creek	Concrete reconstruction	125,000
Dandenong Sth	Playground equipment	25,000
Greaves Reserve	Master plan	60,000
Falkiner Reserve	Arts project	46,000
Greaves Reserve	Drainage	50,000
Oakwood Park	Playground equipment and clean-up	45,000
Menzies Ave Reserve	Basketball backboards, seats	40,000
Noble Park Reserve	Drainage	40,000
Thomas Carroll Reserve	Oval improvement	85,000
Municipality-wide	Street decorations	50,000
Regent Ave Reserve	Equipment	30,000
Warner Reserve	Soccer pavilion	100,000
TOTAL		\$696,000

Facilities

PROJECT LOCATION	PROJECT DESCRIPTION	\$
Clow St	Youth facility	957,000
Dandenong Indoor Sports Stadiums	Replace roof	85,000
Dandenong Oasis	Repairs and upgrades	145,000
Barry Powell Reserve	Seating	45,000
Noble Park Swim and Skate	Reseal and surfacing	30,000
Noble Park Swim and Skate	Painting	25,000
Dandenong Town Hall	Fire detection	50,000
Buckley St	Redevelopment	35,000
Keysborough Reserve	Upgrade	25,000
Municipal Libraries	Books	650,000
Dandenong Day Nursery	Upgrade	53,000
Springvale Offices	Refurbishment	250,000
Dandenong Offices	Air conditioning	50,000
Dandenong Produce Market	Food court	50,000
Lois Twohig Reserve	Kitchen upgrade	30,000
Wachter Reserve	Fencing and lighting	20,000
TOTAL		\$2,500,000

Road Pavement Management Program

DESCRIPTION	\$
Reseal	70,000
Resurfacing	280,000
Remove and Recompact	773,420
Reconstruct	276,580
TOTAL	1,400,000

LOCAL LAWS

NO. 1	MEETING PROCEDURE
Division 1	Preliminary Provisions
Division 2	The Common Seal
Division 3	The Council
Division 4	Meeting Procedure
Division 5	Advisory and Special Committees
Division 6	Suspension of Local Law

NO. 2	ENVIRONMENTAL
Division 1	Preliminary Provisions
Division 2	Safety, Health and Amenity
Division 3	The Environment
Division 4	Animals and Birds
Division 5	Waste Management
Division 6	Fencing of Land Holding Livestock
Division 7	Consumption and Possession of Alcohol
Division 8	General Provisions

NO. 3	ROAD MANAGEMENT AND PROTECTION OF PHYSICAL ASSETS
Division 1	Preliminary Provisions
Division 2	Vegetation
Division 3	Road Names and Property Numbers
Division 4	Shopping Trolleys
Division 5	Secondary Activities on Roads and Other Places
Division 6	Protection of Roads and Road Users
Division 7	Abandoned and Derelict Vehicles
Division 8	Heavy and Large Vehicles
Division 9	Motorized Vehicles
Division 10	Council Assets
Division 11	Livestock and Horses on Roads
Division 12	Sewers and Drains
Division 13	Vehicle Crossings
Division 14	Other Activities on Roads
Division 15	Street Parties, Festivals and Processions
Division 16	Parking
Division 17	Spray on Roads
Division 18	General Provisions

NO. 4	MUNICIPAL PROPERTY
Division 1	Preliminary Provisions
Division 2	Municipal Places
Division 3	Municipal Buildings
Division 4	Municipal Swimming Pools
Division 5	Reserves
Division 6	General Provisions

COMPETITIVE TESTING

ACTIVITIES	ACHIEVEMENTS
Market test further services	<p>While further testing of services was delayed due to the review of specification format and integration with a Strategic Asset Management Plan, Council again achieved its CT Target. During 1997/98 Council achieved 54.32% of CT compliant expenditure compared with a target of 50%.</p>
Review specification format	<p>Specification format has been reviewed and the first tender issued and awarded in the 1998/99 financial year.</p>
Improve contract management	<p>The CT program has been reviewed and a program through to 2000 approved.</p> <p>A training course in Contract Management has been developed and delivered to accredit contract managers.</p> <p>A manual for Contract Management has been developed.</p>
National Competition Policy (NCP) and price neutrality adjustments to be implemented.	<p>All in-house tenders since July, 1997 have been costed in NCP principles. Council business units have applied NCP principles to their fee setting calculations.</p>

NATIONAL COMPETITION POLICY

A. Competitive Neutrality

City of Greater Dandenong Council

- Application of Competitive Neutrality to Business Activities

SIGNIFICANT BUSINESS ACTIVITY	COMPETITIVELY NEUTRAL PRICING	STRUCTURAL REVIEW
<p>A. <i>In-House Agreements with the Council</i></p> <p>(Agreements entered into during the financial year as the result of a competitive process and which incurred significant expenditure, eg >1% of the Council's total operating expenditure for the financial year.)</p>	Nil entered into during 1997/98.	N/A
<p>B. <i>Council Contracts with External Parties</i></p> <p>(Contracts entered into during the financial year as the result of a competitive process and which returned significant revenue, eg. >1% of the Council's total operating revenue for the financial year.)</p>	Nil entered into during 1997/98.	N/A
<p>C. <i>Significant Business Activities</i></p> <p>(Untendered activities incurring significant expenditure, eg. >1% of the Council's total operating expenditure for the financial year.)</p>	N/A	N/A
<p>1. CEO's Department</p>	Rate of return included in all internal charges. NCP adjustments applied to all external fees during budget where set.	Reviewed in 1997 restructure. Model 2 adopted.
<p>2. Risk Management</p>	Rate of return included in all internal charges. NCP adjustments applied to all external fees during budget where set.	Reviewed in 1997 restructure. Model 2 adopted.

SIGNIFICANT BUSINESS ACTIVITY	COMPETITIVELY NEUTRAL PRICING	STRUCTURAL REVIEW
3. Economic Development Unit	Rate of return included in all internal charges. NCP adjustments applied to all external fees during budget where set.	Reviewed in 1997 restructure. Model 2 adopted.
4. Council Business	Rate of return included in all internal charges. NCP adjustments applied to all external fees during budget where set.	Reviewed in 1997 restructure. Model 2 adopted.
5. Facility Management	Rate of return included in all internal charges. NCP adjustments applied to all external fees during budget where set.	Reviewed in 1997 restructure. Model 2 adopted.
6. Information Technology	Rate of return included in all internal charges. NCP adjustments applied to all external fees during budget where set.	Reviewed in 1997 restructure. Model 2 adopted.
7. Customer Service Centres	Rate of return included in all internal charges. NCP adjustments applied to all external fees during budget where set.	Reviewed in 1997 restructure. Model 2 adopted.
8. Human Resources	Rate of return included in all internal charges. NCP adjustments applied to all external fees during budget where set.	Reviewed in 1997 restructure. Model 2 adopted.
9. Human Services Program	Rate of return included in all internal charges. NCP adjustments applied to all external fees during budget where set.	Reviewed in 1997 restructure. Model 2 adopted.
10. Library, Cultural and Recreation Services	Rate of return included in all internal charges. NCP adjustments applied to all external fees during budget where set.	Reviewed in 1997 restructure. Model 2 adopted.

SIGNIFICANT BUSINESS ACTIVITY	COMPETITIVELY NEUTRAL PRICING	STRUCTURAL REVIEW
<p><i>D. Significant User Pays Business Activities</i></p> <p>(Untendered activities returning significant revenue, eg. >1% the Council's total operating revenue for the financial year.)</p>		
1. Residential Amenity	<p>Rate of return included in all internal charges. NCP adjustments applied to all external fees during budget where set.</p>	<p>Reviewed in 1997 restructure. Model 2 adopted and also during Tender preparation for 1998/99.</p>
2. Finance (including rates)	<p>Rate of return included in all internal charges. NCP adjustments applied to all external fees during budget where set.</p>	<p>During 1997 restructure, Model 2.</p>
3. Plant Management	<p>Rate of return included in all internal charges. NCP adjustments applied to all external fees during budget where set.</p>	<p>During 1997 restructure, Model 2.</p>

NCP Statement for financial year 1997/98

C. Local Laws Review

City of Greater Dandenong - Review of Local Laws

NAME OF LOCAL LAW/ PROVISION	DATE(S) OF REVIEW	OUTCOME OF REVIEW	DUE DATE FOR IMPLEMENTATION	DUE DATE(S) FOR REVIEW	NCP COMPLIANCE
Local Law 1 (Meeting Procedures)	Commenced December 1997 Completed February 1998	Does not restrict competition	Not applicable	Not applicable	No restriction
Local Law 2 Environmental Local Law	December 1997	{ Review in { progress, { potential { restriction { in areas of:	May 1999	In progress	To be completed
Local Law 3 Road Management and Protection of Physical Assets	December 1997	{ Advertising { Busking { Clothing Bins { Chairs /tables on footpaths { Itinerant traders	May 1999	In progress	To be completed
Local Law 4 Municipal Property	December 1997	{ Refuse collection { Consumption /possession of alcohol	May 1999	In progress	To be completed

INFORMATION AVAILABLE FOR INSPECTION

- ◆ Details of current salaries and allowances fixed for the Councillors.
- ◆ Details of senior officers' gross salaries, allowances and other benefits for the current financial year and two previous financial years.
- ◆ Details of overseas or interstate travel with the exception of interstate travel to a neighbouring municipality undertaken in an official capacity or Councillors or any member of Council staff in the previous twelve months.
- ◆ Names of Council officers and Councillors who were required to submit a return of interest during the financial year and the dates the returns were submitted.
- ◆ Agenda for and minutes of Ordinary and Special Meetings kept under section 93 of the Act except where such minutes relate to parts of meetings which have been closed to members of the public under section 89 of the Act.
- ◆ A list of all major committees established by Council and the purpose for which each committee was established.
- ◆ A list of all major committees established by Council which were abolished or ceased to function during the financial year.
- ◆ Minutes of meetings of special committees established under section 86 of the Act except where such minutes relate to parts of meetings which have been closed to members of the public under section 89 of the Act.
- ◆ Application for enrolment on the voters' roll under sections 12 and 13 of the Act for the immediate past roll and the next roll being prepared.
- ◆ Register of delegations kept under section 87 of the Act.
- ◆ Register of delegations kept under section 88 of the Act.
- ◆ Register of delegations kept under section 98 of the Act.
- ◆ Submissions received under section 223 of the Act during the previous 12 months.
- ◆ Agreement to establish regional corporations under section 197 of the Act.
- ◆ Guarantees given by a Council under section 197 of the Act.
- ◆ Register of authorised officers appointed under section 224 of the Act.

To inspect any of the above information, please contact the Council Business Department on 9239 5100.

Note: The Act refers to the Local Government Act 1989.

RELATED PARTY DISCLOSURES

(ii) Remuneration of Responsible Persons in bands of \$10,000

Note...Related Party Transaction

(i) Names of persons holding the position of a Responsible Person at the Greater Dandenong City Council during the reporting period are:

Councillors	Roz Blades (Mayor) 16/3/98 - current
	Sharon Harris
	John Kelly
	Angela Long
	Phil Reed
	Dale Wilson
	Greg Harris (Mayor) 1/7/97 - 16/3/98
	Yvonne Herring
	Youhorn Chea
	Naim Melhem
	Paul Donovan
Chief Executive Officer	Warwick Heine

INCOME RANGE	1996/97 NO.	1997/98 NO.
\$1,000 - \$9,999	10	-
\$10,000 - \$19,999	-	9
\$20,000 - \$29,999	1	1
\$30,000 - \$39,999	-	1
\$40,000 - \$49,999	2	-
\$50,000 - \$59,999	1	-
\$160,000 - \$169,999	1	1
Total	15	12
	==	==
	\$'000	\$'000
Total remuneration for the reporting period; for Responsible Persons included above, amounted to:	\$375	\$330

(iii) Senior Officers' Remuneration

The number of senior officers, other than the Responsible Persons, whose total remuneration exceeded \$70,000 during the reporting period, are shown below in their relevant income bands.

INCOME RANGE	1996/97 NO.	1997/98 NO.
\$70,000 - \$79,999	4	4
\$80,000 - \$89,999	10	9
\$90,000 - \$99,999	3	3
\$100,000 - \$109,999	-	1
\$110,000 - \$119,999	2	3
\$120,000 - \$129,999	2	-
Total	21	20
	==	==
	\$'000	\$'000
Total remuneration for the reporting period of senior officers included above amounted to:	\$1,891	\$1,786

(iv) Retirement benefits paid by the Council in connection with the retirement of Responsible Persons of the Council amounted to \$Nil.

(v) No loans have been made, guaranteed or secured by the Council to a Responsible Person of the Council during the reporting period.

(vi) Other Transactions with Responsible Persons

◆ Councillor John Kelly in relation to Town Planning Application No. 97/204 as he has previously held contracts with the applicant (K. D. Harris & Assoc.).

◆ Councillor Greg Harris in relation to the allocation of a Community Grant to the Dandenong Agricultural and Pastoral Society as he has a cleaning contract with the Society.

◆ Councillor Sharon Harris in relation to the allocation of a Community Grant to the Dandenong Agricultural and Pastoral Society as she has a cleaning contract with the Society.

◆ Councillor Youhorn Chea in relation to the allocation of a Community Grant to the Cambodian Association of Victoria as he is an employee of the Association.

- ◆ Councillor Roz Blades in relation to the allocation of a Community Grant to the Dandenong Community Health Centre as she is an employee of the Southern Healthcare Network.
- ◆ Councillor John Kelly in relation to the allocation of a Community Grant to the Greater Dandenong Girl Guides as he had been asked by the Guides to quote on the replacement of gutters.
- ◆ Councillor Paul Donovan in relation to the allocation of a Community Grant to Wellsprings as a family member is an employee.
- ◆ Councillor Dale Wilson in relation to contract 97101, supply of bituminous concrete products, as he is a shareholder in CSR.
- ◆ Councillor Dale Wilson in relation to Town Planning Application No. 97/256 as he has shares in Woolworths.
- ◆ Councillor Dale Wilson in relation to a bridging finance agreement with the Commonwealth Bank of Australia as he is a shareholder in the Commonwealth Bank of Australia.
- ◆ Councillor Philip Reed in relation to a bridging finance agreement with the Commonwealth Bank of Australia as he is a shareholder in the Commonwealth Bank of Australia.
- ◆ Councillor Greg Harris in relation to Town Planning Application No. 96/593 as he is a party to an electrical contract with the applicant, Club Leisure.
- ◆ Councillor Sharon Harris in relation to Town Planning Application No. 96/593 as she is a party to an electrical contract with the applicant, Club Leisure.
- ◆ Councillor Dale Wilson in relation to contract 98007, annual supply contract bituminous resealing, as he is a shareholder in CSR.
- ◆ Councillor John Kelly in relation to Town Planning Application No. 97/378 as his company has quoted for a job at this address (15 Graham Michele Place, Keysborough).
- ◆ Councillor Youhorn Chea in relation to Town Planning Application No. 96/260 as he is employed by the Cambodian Association of Victoria.
- ◆ Councillor John Kelly in relation to Town Planning Application No. 97/336 as his company has completed a contract at the school.
- ◆ Councillor Philip Reed in relation to contract 97086, banking services, as his partner is employed by the Commonwealth Bank.
- ◆ Councillor Dale Wilson in relation to contract 97086, banking services as he is a shareholder in the Commonwealth Bank of Australia.

- ◆ Councillor John Kelly in relation to the rationalisation of pay phone services in the municipality as he is a shareholder in Telstra.
- ◆ Councillor Paul Donovan in relation to the rationalisation of pay phone services in the municipality as he is a shareholder in Telstra.
- ◆ Councillor Roz Blades in relation to the rationalisation of pay phone services in the municipality as she is a shareholder in Telstra.
- ◆ Councillor Dale Wilson in relation to the rationalisation of pay phone services in the municipality as he is a shareholder in Telstra.
- ◆ Councillor Dale Wilson in relation to a parking enforcement agreement with Safeway Stores at their supermarket car park at 302-306 Springvale Rd, Springvale, as he is a shareholder in Woolworths.
- ◆ Councillor Angela Long in relation to a parking enforcement agreement with Safeway Stores at their supermarket car park at 302-306 Springvale Rd, Springvale, as she possesses a Coles-Myer Discount Card.
- ◆ Councillor Philip Reed in relation to financial and other support of Child Care Centres in the municipality as his daughter attends the Noble Park Community Child Care Centre.
- ◆ Councillor Philip Reed in relation to the transfer of administration of the Dandenong Cemetery as he is a Dandenong Cemetery trustee.
- ◆ Councillor Youhorn Chea in relation to the transfer of administration of the Dandenong Cemetery as he is a Dandenong Cemetery trustee.
- ◆ Councillor Greg Harris in relation to the transfer of administration of the Dandenong Cemetery as he is a Dandenong Cemetery trustee.
- ◆ Councillor John Kelly in relation to town planning application 97/262 as he has given quotes to Maxwell Smith & Associates.
- ◆ Councillor John Kelly in relation to a two (2) lot subdivision at No. 70 (Lot 25, LP 5903) Hammond Road, Dandenong as he was asked to estimate works for this application (M. J. Reddie Surveys Pty Ltd).
- ◆ Councillor Naim Melhem in relation to Town Planning Application No.'s 98/016 & 97/543 as he is purchasing 40 King Street, Dandenong from the developer.
- ◆ Councillor Sharon Harris in relation to endorsed projects for the Sport and Recreation Victoria Minor Facilities Grant Scheme for 1998/99 as she is a director of a company which has a cleaning contract with the Dandenong Pastoral and Agricultural Society.

- ◆ Councillor Greg Harris in relation to endorsed projects for the Sport and Recreation Victoria Minor Facilities Grant Scheme for 1998/99 as he is a director of a company which has a cleaning contract with the Dandenong Pastoral and Agricultural Society.
- ◆ Councillor Dale Wilson declared a pecuniary interest in Town Planning Application No. 98/100 as he owns shares in the Commonwealth Bank of Australia.
- ◆ Councillor Roz Blades in relation to expression of interest EOI98014 for home and community care services as she is employed by the Southern Health Care Network, which lodged an expression of interest for HACC Services.
- ◆ Councillor John Kelly in relation to Town Planning Application No. 98/142 as he has a current contract with this applicant K.D. Harris & Associates (not at this location).
- ◆ Councillor John Kelly in relation to Town Planning Application 98/112 as he has put in a quote for this application with A R Houghton & Associates.
- ◆ Councillor Youhorn Chea in relation to a request for rate exemption by the Cambodian Assoc. as he is employed by the Cambodian Association of Victoria.
- ◆ Mr Warwick Heine in relation to a grant made to the South East Region Migrant Resource Centre as he is a member of the board.

The aggregate amounts in respect of the following types of transactions with Responsible Persons were:

	1996/97 \$'000	1997/98 \$'000
Contracted Services	4,182	580
Consulting Services	200	-
Supply of Plant	845	-
Total	5,227	580

The Council has entered into the above transactions with Responsible Persons and Responsible Person-related parties within normal customer or employee relationships on terms and conditions no more favourable than those available in similar 'arm's length dealings.'

(vii) (a) Aggregate amounts of revenue or expense for the reporting period that resulted from transactions with Responsible Persons of the Council or their Responsible Person-related parties include:

	1996/97 \$'000	1997/98 \$'000
Consulting Services	200	-
Contracted Services	384	635
Total	584	635

- (b) Other Receivables from and payables to Responsible Persons of the Council or their Responsible Persons related parties recognised as at reporting date include: Nil.
- (c) The Council does not recognise any provisions for doubtful Receivables as at the reporting date in respect of loans subject to (v) or other Receivables subject to paragraph (vii)(b).

- (d) The Council recognises the following other benefits derived during the reporting period by the Responsible Persons of the Council or their Responsible Person-related parties:

		1996/97 \$'000	1997/98 \$'000
Cr Greg Harris:	Out-of-pocket expenses	0.1	1.2
	Telephone costs	0.3	1.7
Cr Sharon Harris:	Out-of-pocket expenses	0	0.7
	Telephone costs	0	1.2
Cr John Kelly:	Out-of-pocket expenses	0	-
	Telephone costs	0	-
Cr Angela Long:	Out-of-pocket expenses	0	1.1
	Telephone costs	0.1	1
Cr Philip Reed:	Out-of-pocket expenses	0	0.01
	Telephone costs	0	0.5
Cr Dale Wilson:	Out-of-pocket expenses	0	-
	Telephone costs	0.1	0.7
Cr Roz Blades:	Out-of-pocket expenses	0	0.1
	Telephone costs	0.1	2.3
Cr Yvonne Herring:	Out-of-pocket expenses	0	0.7
	Telephone costs	0.1	1
Cr Youhom Chea:	Out-of-pocket expenses	0	-
	Telephone costs	0.1	0.7
Cr Naim Melhem:	Out-of-pocket expenses	0	0.05
	Telephone costs	0.2	1.1
Cr Paul Donovan:	Out-of-pocket expenses	0	-
	Telephone costs	0.2	1.1
Warwick Heine:	Out-of-pocket expenses	0.9	2.5
	Telephone costs	3.7	3.8
Total		8.5	21.4
		===	===

ORGANISATIONS COUNCIL IS A MEMBER OF

ORGANISATION	MEMBERSHIP FEES	OTHER SUPPORT OR INVOLVEMENT
Association of Development of Executives of Victoria	\$150	Nil
Association of Risk and Insurance Managers of Australasia	\$550	Nil
Ausdance	\$90	Nil
Australian Association of Adult Community Education	\$140	Nil
Australian Council for Adult Literacy	\$60	Nil
Australian Institute of Family Studies	\$45	
Australian Institute of Management	\$900	Nil
Australian Resuscitation Council:	\$45	Nil
Children's Book Council	\$50	Nil
Committee for Economic Development of Australia	\$3,400	Nil
Committee for Greater Dandenong	Nil	Staff representation on Committee
Community Business Centres Victoria	\$100	Nil
Contemporary Sculptors Association	\$60	Nil
Cultural Tourism Industry Group	\$100	Nil
Dandenong Community Health Service Community Reference Group	Nil	Staff and Councillor representation on Committee
Dandenong District Historical Society	\$15	Nil
Dandenong Police and Community Consultative Committee	Nil	Staff representation on Committee
Dandenong Retail Traders Association	\$20	Staff representation on Committee
Dandenong Valley Catchment Action Committee	Nil	Staff representation at meetings

ORGANISATION	MEMBERSHIP FEES	OTHER SUPPORT OR INVOLVEMENT
Facility Management Association of Australia	\$360	Nil
Greater Dandenong Chamber of Commerce	\$100	Staff representation on Committee
Greater Dandenong Community Safety Committee	Nil	Staff representation on Committee
Greater Dandenong Hand Brake Turn Advisory Committee	Nil	Staff representation on Committee
GreenLink Oakleigh	\$20	Nil
Institute of Internal Auditors - Australia	\$220	Nil
International Committee on Museums	\$85	Nil
Jobs for South East Taskforce	Nil	Staff representation on Committee
Lactation Resource Centre	\$50	Nil
Local Planners Association - South East Metropolitan Region	Nil	Staff representation at meetings
Mills Reserve Hockey Group Incorporated Committee	Nil	
Multicultural Arts Victoria	\$50	Nil
Municipal Association of Victoria	\$42,300	Councillor representation at meetings
Museums Australia	\$65	Nil
National Family Day Care Council (Aus) Inc	\$109	Nil
Parks and Leisure Australia	\$180	Nil
Police Paddocks Advisory Committee	Nil	Staff and Councillor representation on Committee
Public Health Association	\$570	Nil
Records Management Association of Australia	\$200	Nil
Retail Traders Association Victoria	\$20	Nil

ORGANISATION	MEMBERSHIP FEES	OTHER SUPPORT OR INVOLVEMENT
Sandbelt Chain of Parks Committee representation on Committee	Nil	Staff and Councillor
South East Migrant Resource Centre	Nil	Staff representation on Committee
South East Non Urban Areas Planning Group	Nil	Nil
South East Region Gas Company	\$15,399 <i>income</i>	Shareholder through South Eastern Region Waste Management Group
South Eastern Region Bicycle Committee	Nil	Staff and Councillor representation on Committee
South Eastern Regional Waste Management Group	\$22,229	Staff and Councillor representation on Committee
Springvale Asian Business Association	Nil	Staff representation at meetings
Springvale Benevolent Society	Nil	Councillor representation at meetings
Springvale Community Health Service Community Reference Group	Nil	Staff and Councillor representation on Committee
Springvale District Historical Society	\$20	Nil
Springvale Drug Action Committee	Nil	Staff representation on Committee
Springvale Indochinese Mutual Assistance Association	Nil	Staff representation at meetings
Springvale Police and Community Consultative Committee	Nil	Staff representation on Committee
Stage Whispers	\$36	Nil
State Immunisation Advisory Group	Nil	Staff representation on Committee
The Royal Historical Society	\$ 80	Nil
The Royal Society of Victoria	\$100	Nil
Turf Grass Association of Australia (Vic)	\$30	Staff representation on Committee
Victorian Municipal Saleyards Association	\$3,646	Greater Dandenong market community member representation on Committee

ORGANISATION	MEMBERSHIP FEES	OTHER SUPPORT OR INVOLVEMENT
Victoria Employers Chamber of Commerce and Industry	\$7,000	Nil
Victoria University of Technology - Local Management Group - Public Sector Management Course	Nil	Staff representation on Committee
Victorian Association for Library Automation	\$60	Nil
Victorian Family Day Care Association	\$220	Nil
Victorian Health Promotion Foundation (VicHealth) Partnerships with Healthy Industry	\$730	Nil
Victorian Local Governance Association	\$7,500	Councillor representation at meetings
Victorian Public and Information Network	\$200	Nil
Victorian Tourism Operators Association	\$270	Nil
Western Port Development Corporation	\$23,000	Staff and Councillor representation on Committee

COMMUNITY GRANTS PROGRAM

ORGANISATION NAME	TOTAL \$ PER ORGANISATION
Afghan - Australian Youth Union	1,000
Afghan Australian Association of Victoria Inc	2,000
Afghan Khodaye Khedmat Garran	500
African Women's Support Group	1,250
African Young People's Group	2,000
Al-Kamal Arabic School Inc	1,300
Alcoholics Anonymous	5,200
Armenian Community Scouting Group	400
Association of Ukrainians in Vic - Noble Park	680
Australia Ceylon Fellowship Inc	2,340
Australian Animal Protection Society - Keysborough	2,500
Australian Arab Family Union	500
Australian Brain Foundation Victoria Ltd	5,000
Australian Ceylon Foundation	402
Australian Croatian Community Services	1,500
Australian Egyptian Association	1,000
Australian Oromo Community Inc	1,000
Australian Service Industries	120
Australian Sri Lankan Welfare Guild Inc	1,950
Australian Turkish Association	900
Avellino Circolo Pensioner Group	1,200
Barker, Veronica	200
Benefit Dance Fund	200
Bibby, Jessica	200
BIH Springvale Soccer Club	3,200

ORGANISATION NAME	TOTAL \$ PER ORGANISATION
Billbungra Kindergarten Centre Inc	500
Birch Avenue Playgroup Inc	150
Booth, Peter	10
Bosansko Hercegovacki Centre	600
Buckleys Hope Community Centre	1,230
Cabrini United Filipino Group	500
Cambodian Association of Victoria	2,900
Cambodian Chinese Friendship Association in Vic	1,500
Cambodian Women's Group of Victoria	1,000
Cambodian Youth Group - Victoria	21,872
Carolan, Maureen & Dandenong & District Aboriginies	6,600
Carwatha College	350
Casey Institute of TAFE	3,300
Ceylon Artillery Association	1,070
Ceylonese Welfare Organisation Inc	1,880
Chandler Community Centre	303
Chandler Secondary College	50
Chinese Co-operation Association	2,000
Chinese Xinjiang Association	4,200
Chinese Xinjiang Senior Citizens Association	4,270
Church of Our Ladies Dormition	200
Circulo Social Argentino	600
Colombo Sports Club	710
Combined Dandenong Schools Arts Extravaganza	2,992
Cook Islands National Council (Victoria)	1,300
Coomoora - Springvale South Safety House Committee	350
Cornerstone Drop in and Contact Centre	5,000

ORGANISATION NAME	TOTAL \$ PER ORGANISATION
Country Women's Association - Springvale Branch	957
Croatian Senior Citizens Group - Keysborough	200
Cubbin, Fiona	400
Dandenong & District Benevolent Society	22,000
Dandenong & District Greek Elderly Citizens Club	500
Dandenong & District Historical Society Inc.	9,869
Dandenong Agricultural & Pastoral Society Inc.	25,000
Dandenong Bowling Club	600
Dandenong Branch CWA Victoria	4,388
Dandenong Casey Palliative Care Inc.	7,000
Dandenong Central Senior Citizens Club Inc	10,368
Dandenong Chess Club	730
Dandenong Choral Society Inc	1,740
Dandenong Church of Christ Playgroup	150
Dandenong Community Advisory Bureau Inc.	67,700
Dandenong Community Health Service	71,080
Dandenong Day Nursery	2,000
Dandenong Deaf Regional Centre Inc	1,320
Dandenong Dutch Senior Citizens Inc	4,800
Dandenong Eisteddfod of Dance	1,000
Dandenong Festival of Music and Art for Youth	14,000
Dandenong High Ex-Students Association	250
Dandenong High School Chaplaincy Committee	3,000
Dandenong Hospital	1,000
Dandenong Hospital Aids Prevention & Support Unit	12,040
Dandenong Housewives Club	768
Dandenong Italo-Spanish Club Inc.	11,637

ORGANISATION NAME	TOTAL \$ PER ORGANISATION
Dandenong Kindergarten	500
Dandenong Life Saving & Swimming Club	700
Dandenong Light Opera Company Inc.	5,000
Dandenong North East Kindergarten	500
Dandenong Oasis Aquatic & Fitness Centre	7,500
Dandenong Red Cross Unit	540
Dandenong Regional Council of St. Vincent de Paul Society	15,000
Dandenong Retail Traders Association	2,500
Dandenong RSL	1,500
Dandenong Skillshare	10,000
Dandenong South Chinese School	200
Dandenong South Pre-School	500
Dandenong South Primary School	6,520
Dandenong Turkish Education & Aid Association Inc	1,889
Dandenong Uniting Church	600
Dandenong Valley Guides	2,500
Dandenong-Springvale Welfare Coalition	1,920
Darren Reserve Kindergarten	500
Do Care	1,800
Drop-In - St Columbus Uniting Church	500
Eastern Region Mental Health Association	1,000
Elderly Italian Friendship Club	6,984
Escuela Argentina En Melbourne Inc	558
Festival of Music and Arts for Youth	6,750
Fifth Avenue Day Care Centre Incorporated	2,000
Fine Words Writers Incorporated	882
First Vietnamese Sea Scout Group	600

ORGANISATION NAME	TOTAL \$ PER ORGANISATION
Francoise Babet Leukaemia Foundation	1,534
Friends of the Forgotten Aged	500
Friends of the Greater Dandenong Mobile Library	297
Graffiti Management Program	200
Greater Dandenong Annual Charity Golf Day	10,000
Greater Dandenong Australia Day Committee	20,000
Greater Dandenong Band Inc	5,252
Greater Dandenong Boxing Club Inc	11,000
Greater Dandenong Chamber of Busines & Industry	11,000
Greater Dandenong Charity Concert Committee	4,000
Greater Dandenong Cluster Community Centre	5,000
Greater Dandenong District Scout Association	2,000
Greater Dandenong Environment Group	1,305
Greek Community Springvale and Districts	2,592
Greek Orthodox Community of Dandenong Senior Citizens	2,592
Harari Abadir Association	1,000
Harrisfield Kindergarten	500
Healthwise	5,500
Heatherhill Kindergarten Centre Inc.	500
Heritage Maternal Health Centre-Bakers Rd Playgrp	150
HL Williams Court Hostel	640
Hungarian Senior Citizens Club	4,410
Jan Wilson Community Centre	19,400
Joint-Use Community Centre Facilities of C.G.D	20,000
Kelly-Watts, Chris	200
Keysborough Learning Centre	35,960
Keysborough Open Door	6,100

ORGANISATION NAME	TOTAL \$ PER ORGANISATION
Keysborough Senior Citizens Club	2,592
Keysborough Sports Club	300
Keysborough Turkish Islamic & Cultural Centre	4,480
Khmer Ang Kor Dance Group of Vic Inc.	2,170
Khmer Buddhist Centre	1,000
KPR Junior Football Club	300
Lebanese Cultural Club Inc	350
Leeside Rotary House Inc.	4,000
Legacy (Dandenong Branch)	1,500
Life Activities Club Dandenong Inc	900
Life Education Dandenong Springvale Chelsea Inc	2,000
Lyndale Cricket Club	350
Lyndale Football Club	350
Macedonian Senior Citizens Club	1,180
Maltese Seniors - South Eastern Suburb	2,102
Maralinga Primary School	900
Marjanac, Gorana	200
Market St Occasional Child Care Centre	2,000
Material Aid Forum	45
Mauritian Gold Age Club Inc	9,796
Maya Community Club	1,700
Melbourne Rangers Club Inc	1,500
Moodemere Scout Group	1,000
Multicultural Primetimers	2,507
Napoli Family Club - North Dandenong	10,512
Narcotics Anonymous	1,560
Neighbourhood Watch - Area E3 - E4 Rosewood Downs	1,300

ORGANISATION NAME	TOTAL \$ PER ORGANISATION
Neighbourhood Watch E24	1,300
Neighbourhood Watch Group E35	1,300
Nga Tangi A Te Iwi Maori and Pacific Is Culture Group	876
Ngwala Willumbong Koori Youth Service	2,100
Noble Park Bowls Club	79
Noble Park Branch - CWA Vic	300
Noble Park C.P.A Pensioners Club	1,334
Noble Park CFA	2,000
Noble Park Chamber of Commerce & Industry Inc	9,710
Noble Park Community Centre	19,784
Noble Park English Language School	300
Noble Park Family Mediation Centre Inc	7,000
Noble Park Friendly Indoor Bowls Group	430
Noble Park Italian Elderly Citizens Club	7,426
Noble Park Legacy Widows Club	594
Noble Park Occasional Child Care Centre	2,500
Noble Park Public Hall	3,000
Noble Park Ranger Guides	50
Noble Park Rotary Club	250
Noble Park Scout Group 4th	1,650
Noble Park Senior Citizens Centre	6,780
Noble Park/Keysborough Lions Club	200
North Dandenong Cricket Club	994
North Dandenong Multi-Cultural Elderly	4,070
North Dandenong Senior Citizens	15,862
North Dandenong Youth Club	3,600
Oakwood Park Preschool Association	500

ORGANISATION NAME	TOTAL \$ PER ORGANISATION
Outer South East Youth Services Australia	1,510
Petrevski, Milos	500
Polio Support Organisation	250
Polish Senior Citizens Club Rowville	1,188
Porter, Natalie	200
Prodela	3,590
Red Cross Blood Bank Victoria	9,823
Reformed Church of Dandenong - Holiday Club	650
Returned and Services League of Australia	320
Riddiford, Ashley	500
Rosewood Downs Primary School	500
Rosswood Playgroup	500
Rotary Club Keysborough	800
Rotary Club of Noble Park	6,500
Royal Children's Hospital Southern Rainbows Aux.	347
Royal Shropshire Light Infantry Association	1,460
Russian Community Centre	5,000
Safety House	90
Sandown Park Kindergarten	500
Scott Street Day Centre	8,253
Search Employment Services	10,000
Serbian Australian Pensioner Association of Keysbo	300
Serbian Welfare Association of Victoria	17,000
Shakokai Karate Association, Angela Hemming	100
Society for Growing Australian Plants Heathland Group	320
South East Migrant Women's Health Network	1,000
South Eastern Arabic Sports Club	350

ORGANISATION NAME	TOTAL \$ PER ORGANISATION
South Eastern Region Migrant Resource Centre	28,700
South Eastern Region Polio Support Group	248
Southern Playgroup Association Inc	324
Spanish Speaking Friendship Club of Springvale	1,296
Special Soccer School	450
Springboard Players	2,000
Springvale & District Historical Society Inc	2,500
Springvale Alevi Cultural Centre	1,640
Springvale Arthritis Self-Help Group Incorporated	1,400
Springvale Asian Business Association Inc	11,000
Springvale Benevolent Society	15,198
Springvale Bicentennial Youth Music Association	11,948
Springvale Combined Pensioners & Superannuants Association	4,686
Springvale Community Aid & Advice Bureau Inc	144,400
Springvale Community Centre Inc	19,400
Springvale Community Health Centre	4,000
Springvale Croquet Club	300
Springvale Dandenong United Bicycle Users Group	400
Springvale Ethnic Chinese Elderly Friendship Association	1,300
Springvale Festival of Dance Inc	350
Springvale Football Club	7,500
Springvale Gem & Lapidary Club	540
Springvale Indochinese Elderly Citizens Association	10,000
Springvale Indochinese Mutual Assistance Association	12,845
Springvale Italian Senior Citizens	1,576
Springvale Legal Service Inc.	11,000
Springvale Neighbourhood House	92,920

ORGANISATION NAME	TOTAL \$ PER ORGANISATION
Springvale North Drop-In Centre	12,862
Springvale Park Diabetes Branch	100
Springvale Pre-School Centre	500
Springvale RSL Sub Branch	475
Springvale Secondary College	1,200
Springvale Senior Citizens	2,842
Springvale South Southern Cross Aged Care Support Group	1,000
Springvale Toy Library	4,000
Springvale Vietnamese Women's Group	1,000
Springvale/Noble Park Hockey Club	250
Springvalley BMX Club	4,500
Springvalley Preschool	500
Sri Lankan Honorary Consul	2,105
St John of Kronstadt - Russian Welfare Society Inc	2,000
St Mary's Playgroup	150
St Michael & St Luke's Playgroup	150
St Michael & St Luke's Youth Group	500
Standard Chinese Language School	3,328
Tamil Library & Community Centre Inc Victoria	1,000
Third Noble Park Scout Group	1,000
Trewint Day Therapy Centre	5,292
Turkish Speaking Community Workers Association	2,000
Ukrainian Elderly Citizens Club	300
United Minstrels	1,518
van Wisse, John	700
van Wisse, Tammy	700
Victorian Foundation for Survivors of Torture	11,790

ORGANISATION NAME	TOTAL \$ PER ORGANISATION
Victorian Fujian Chinese Society	835
Victorian Tamil Cultural Association	1,000
Victorian Women's Soccer Association	500
Vukovic, Michael	400
Wallarano Primary School	8,000
Greater Dandenong's Child Care Centres (Keysborough Child Care Centre, Noble Park Child Care Centre, Springvale Child Care Centre and Warner Reserve Child Care Centre.)	8,000
Wellsprings Support Centre	25,000
Western Port Development Corporation	600
Western Port Leisure Link-Up	500
Western Port Family Violence Network Inc	1,000
Williams, Daniel	200
Windermere Child & Family Services	3,500
Wolves Inline Hockey Club	600
Wooranna Park Primary School	500
Wooranna Park Tennis Club	1,082
Yarraman Centre	1,000
Yarraman Childcare Centre	2,000
Yarraman Park Scout Group 8th	300
Youth Advocacy & Legal Service - Oz Child	3,172
Yugoslav Pensioner Club South East Region	1,053
YWCA Dandenong Neighbourhood House	5,900
YWCA of Dandenong & Western Port	23,750
Total:	1,548,711

Note: Total grants include the Annual Community Grants Program and the Occasional Grants Program.

Amounts quoted include the value of any in-kind assistance that has been granted.

Financial Statements

Year Ended 30th June 1998

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Operating Statement for the Year ended 30 June 1998

	Note	1997/98 \$'000	1996/97 \$'000
REVENUES			
Rates	1.5,14	28,787	21,559
Government Grants	1.6, 3	10,219	11,270
Fees, Charges and Fines		4,219	4,952
Interest	14	709	528
Asset Sales	3.4	2,852	1,428
Other		6,345	6,351
Total Revenues		53,131	46,088
EXPENSES			
Employee Costs	1.9	21,212	24,942
Materials and Services	1.11	9,081	9,677
Depreciation	1.12, 4	7,003	2,296
Carrying Amount of Assets Sold	3.4	2,789	1,184
Interest	14	1,631	914
Other		10,948	12,182
Total Expenses		52,664	51,195
OPERATING SURPLUS (DEFICIT) BEFORE ABNORMAL ITEMS		467	(5,107)
Abnormal Items			
Abnormal Revenues	3.3		1,257
Abnormal Expenses	1.2,4.2	(51,682)	(9,450)
Total Abnormal Items		(51,682)	(8,193)
OPERATING DEFICIT AFTER ABNORMAL ITEMS		(51,215)	(13,300)

The accompanying Notes form part of these financial statements.

Statement of Financial Position as at 30 June 1998

	Note	1997/98 \$'000	1996/97 \$'000
ASSETS			
Current Assets			
Cash	5.1, 14	6,809	4,185
Investments	5.1, 14	1,655	1,381
Receivables	5.3, 14	3,750	5,477
Property Held for Resale	5.4	2,670	1,861
Other	5.5	166	1,017
Total Current Assets		15,050	13,921
Non-Current Assets			
Fixed Assets	1.2,6.2	429,855	482,344
Total Non-Current Assets		429,855	482,344
Total Assets		444,905	496,265
LIABILITIES			
Current Liabilities			
Creditors	7.1, 14	4,611	4,323
Employee Entitlements	1.10, 7.2	3,821	4,056
Borrowings	7.3, 14	2,091	996
Trust Monies	1.8, 7.4	933	894
Total Current Liabilities		11,456	10,269
Non-Current Liabilities			
Employee Entitlements	1.10, 8.1	8,971	8,211
Borrowings	8.2, 14	8,487	10,578
Total Non-Current Liabilities		17,458	18,789
Total Liabilities		28,914	29,058
NET ASSETS		415,991	467,207
Represented by Equity			
Accumulated Surplus		413,117	463,773
General Reserves	9	2,874	3,434
TOTAL EQUITY		415,991	467,207

The accompanying Notes form part of these financial statements.

CITY OF GREATER DANDEENONG .
 Financial Statements for the year ended 30 June 1998

Statement of Changes in Equity
 for the twelve months ended 30 June 1998

	Notes	Total		Accumulated Surplus		Reserves	
		1997/98 \$'000	1996/97 \$'000	1997/98 \$'000	1996/97 \$'000	1997/98 \$'000	1996/97 \$'000
Balance at the beginning of the year		467,207	87,647	463,773	72,594	3,434	15,053
Operating Deficit after Abnormal and Extraordinary Items		(51,215)	(13,300)	(51,215)	(13,300)	-	-
Transfer to Reserves	9.2		-	(475)	(191)	475	191
Transfer from Reserves	9.2		-	1,035	11,810	(1,035)	(11,810)
Recognition of Infrastructure Assets	1.2, 6.2c		392,860		392,860		-
Balance at the end of the year		415,991	467,207	413,117	463,773	2,874	3,434

The accompanying notes form a part of these financial statements

Statement of Cash Flows for Year ended 30 June 1998

	Note	1997/98 \$'000	1996/97 \$'000
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts			
Rates	1.5	29,089	24,611
Fees, Charges, Fines & other		9,868	6,497
Government Grants - Untied	1.6, 3.1	4,442	4,221
Government Grants for Service Delivery	3.2	5,777	7,049
Interest		726	335
Payments			
Employee costs		(21,198)	(21,033)
Unfunded Superannuation Liability	15.2	(773)	
Materials, Contractors & Other	1.11	(18,108)	(24,890)
Interest		(1,631)	(913)
Net Cash Flow (Outflow) from Operating Activities	18.4	8,192	(4,123)
CASH FLOWS FROM INVESTING ACTIVITIES			
Payments for acquisition of assets		(7,189)	(11,752)
Proceeds from sale of assets		2,852	1,428
Net Cash Outflow from Investing Activities		(4,337)	(10,324)
CASH FLOWS FROM FINANCING ACTIVITIES			
(Repayment of) Proceeds from borrowings		(996)	2,000
Trust monies and deposits received	1.8	39	
Net Cash (Outflow) Flow from Financing Activities		(957)	2,000
NET INCREASE (DECREASE) IN CASH HELD		2,898	(12,447)
Non-restricted Cash at beginning of the financial year		4,185	16,696
Restricted Cash at beginning of the financial year	11, 12	1,381	1,317
TOTAL CASH AT BEGINNING OF FINANCIAL YEAR		5,566	18,013
Non-restricted Cash at the end of the financial year		6,809	4,185
Restricted Cash at the end of the financial year	11, 12	1,655	1,381
TOTAL CASH AT THE END OF THE FINANCIAL YEAR	5.2	8,464	5,566

The accompanying Notes form part of these financial statements

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**1.1 Basis of Accounting**

This general purpose financial report has been prepared in accordance with the Local Government Act 1989, Local Government Regulations 1990, applicable Australian Accounting Standards and other mandatory professional reporting requirements (Urgent Issues Consensus Views). Accounting policies employed have remained consistent unless otherwise disclosed

1.2 Valuation of Assets

The Financial Statements are prepared in accordance with the historical cost convention, except for certain assets which are recorded "At valuation". These assets are valued at the lesser of written down replacement cost or market value. Where no market value exists assets are valued at the written down replacement cost.

"At valuation" estimates for minor plant, furniture and equipment were determined by Dean Capp the Financial Accountant. as at the 30th June 1997 - Related note: Note 6.2B

"At valuation" estimates for land and buildings were determined by Mrs. P Lawson AAPI ,Certified Valuer as at levels of values applicable as at 1st July 1997 - related note: Note 6.2.C.

"At valuation" estimates for infrastructure were determined as at 30th June 1997 by ;
Gutteridge,Haskin & Davies, Civil Engineers (Roads).
Acer Wargon Chapman, Civil Engineers (Drains).
Graeme Lyne , Civil Engineer (Bridges). Related note: Note 6.2.D.

Works in Progress are taken up at cost. Related notes: Note 6.2.C and 6.2.D.

In the 1996/97 the Auditor General qualified the Annual Financial Statements as a result of the inadequacies of the Fixed Asset register in relation to Land & Buildings. As a result thereof extensive work was undertaken by a Team of Council Officers to value these properties and produce a suitable fixed asset register. During this process a number of errors were detected in the earlier valuation. As a result thereof these Assets were written down by \$49.078 million . This has been reflected as an abnormal expense. related note 4.2.

1.3 Comparative Figures

The 1996/97 rating year was of 9 months duration. Rate revenue in that year approximates three quarters of that which would have normally been raised in a full rating year.

Comparative figures have, where necessary, been re-classified to comply with the presentation adopted in the current year. Comparative information has not been provided for disclosures made under AAS33 "Financial Instruments", Note 14, as this is the first financial year in which disclosure is required. Comparative figures in Note 18 are provided in accordance with statutory requirements.

1.4 Cash

For purposes of the Statement of Cash Flows, cash net of any outstanding bank overdraft, includes cash deposits and short term investments (less than 90 days to maturity) which are readily converted to cash at the Council's option and which are subject to insignificant risk of change in values. Restricted Cash which is subject to statutory or contractual restrictions is separately disclosed in the Statement of Cash Flows. Related notes: Note 11,12 and 14.

1.5 Recognition of Rates Revenues

Rates and service charges are recognised as revenues when control over the assets comprising those revenues is obtained. Control over assets comprising rates and service charges is obtained at the declaration of the rate levy or service charge, or commencement of the rating period, whichever is the later. Related notes: Note 5.3 and 14.

1.6 Recognition of Grants, Donations and Other Contributions

Grants, donations and other contributions are recognised as revenues when control over the assets comprising those revenues is obtained. Control is normally obtained upon receipt or upon prior confirmation that the asset has been secured. Unreceived grants, donations and other contributions over which control has been obtained are recognised as Receivables. Related note: Note 3.

1.7 Recognition of General Debtors

Debtors are recognised when the risks and rewards of ownership of the underlying assets or benefits of service transactions have passed to the customer. This event usually occurs on the delivery of goods or services. Related notes: Note 5.3 and 14. Revenue arising from the sale of land is recognised upon entering into an unconditional contract, or if conditional, revenue is recognised at settlement. A provision is made for amounts which are considered to be doubtful debts and are not subject to a charge on property. Related note 5.3

1.8 Trust Funds

Separate and distinct Trust Funds are maintained for the majority of all Long Service Leave entitlements. Related note: Note 8.1. Other Trust Monies are classified as non current liabilities Related note: Note 7.4.

1.9 Employee Entitlements - Accrued Salary and Wages

Liability for accrued salary and wages including associated oncost is recognised as the amount earned and unpaid at the balance date. Accrued salary and wages are recorded as a Current Liability under the heading of Creditors. Related note: Note 7.1.

1.10 Employee Entitlements - Annual Leave and Long Service Leave

The liability for annual leave is determined at current rates of pay, inclusive of leave loadings and associated oncost, and is based on annual leave not taken as at the balance date. A liability for long service leave is recognised when it is probable that settlement will be required and the liability is capable of being measured reliably. Long service leave entitlements payable are assessed at each balance date having regard to length of service, estimated future movements in rates of pay, on-costs and other factors including experience of employee departure and their periods of service. Long service leave entitlements estimated to fall due later than one year after balance date have been measured at the present value of the estimated future cash outflows. Interest rates on government securities are used for discounting future cash flows. Related notes Note 7.2 and 8.2

Local Government (Long Service Leave) Regulations, 1991, require maintenance of a separate investment account for the Long Service Liability. This Restricted Asset is disclosed at Note 11. The liability calculated under the Regulation's formula does not match the liability determined under AAS30 "Accounting for Employee Entitlements".

1.11 Recognition of General Creditors

Liabilities are recognised for amounts to be paid in the future for goods provided and services received as at balance date, whether or not invoices have been received. Related notes: Note 7.1 and 14.

1.12 Depreciation of Non-current Assets

All non-current assets having a limited useful life are systematically depreciated over their useful lives in a manner that reflects the consumption of the service potential of those assets. Depreciation is provided for on a straight line basis using a range of rates applicable to Council's experience. The estimated useful lives reflect a program of normal maintenance. The following table shows the major categories of assets and associated useful lives. Related notes: Note 4 and Note 6 2.

Asset Category	Useful Lives	Asset Category	Useful Lives
Buildings	up to 50 years	Bridges	up to 100 Years
Road Pavements	up to 100 years	Furniture & Equip	up to 15 years
Land Improvements	up to 100 years	Plant & Equipment	up to 10 Years
Drains	up to 100 years	Library Books	up to 10 years

1.13 Leases

Operating lease payments are expensed to the period in which the payment is made. Council has no financial leases. Related note: Note 13.1.

1.14 Inventories

Inventories are valued at the lower of cost and net realisable value. Costs have been assigned to particular inventory items by the method of specific identification or weighted average cost. Related note 5.5.

1.15 Realisable Infrastructure Assets

Infrastructure Assets comprising garbage bins and playground equipment are considered by their nature to be realisable assets. All other Infrastructure Assets are considered to be non-realisable. Non-realisable assets are excluded from the calculations for Financial Ratios at Note 18.4.

1.16 Thresholds for capitalisation for new works, purchases and improvements are

Asset Type	New Works / Purchases	Improvements
Roads surfaces, drains, footpaths, kerb and channel	\$1	\$5,000
Road pavements	\$1	\$20,000
Street furniture	\$10,000	\$10,000
Park furniture, fences and playground equipment	\$5,000	\$5,000
Plant and equipment	\$1,000	N/A
Furniture, computers and fittings	\$1,000	N/A

1.17 Committees Of Management

The operations of the Committees of Management are not material to the overall operations of Council and their operating revenues and expenses have not been included. All land and buildings managed by the Committees of Management are recorded as assets of Council.

2. FUNCTIONS AND ACTIVITIES

Revenue and expenses have been attributed to the following functions

2.1 Revenue and Expenses by Function

Grants Commission revenue and expense classification have been used in the below table.

REVENUE ATTRIBUTED 1997/98					EXPENSES 1997/98		SURPLUS (DEFICIT)
	\$000 General	\$000 Grants	\$000 Total	% of Total	\$000	% of Total	\$000
Community Services	1,546	4,649	6,195	11.7	9,026	17.1%	(2,831)
Health & Environment	4,366	160	4,526	8.5	8,065	15.3%	(3,539)
Leisure	1,095	557	1,652	3.1	6,317	12.0%	(4,665)
Transport	1,757	391	2,148	4.0	4,217	8.0%	(2,069)
Management & Economic Development	38,590	20	38,610	72.7	25,039	47.6%	13,571
Total Revenues & Expenses	47,354	5,777	53,131	100.0%	\$52,664	100.0%	467

REVENUE ATTRIBUTED 1996/97					EXPENSES 1996/97		SURPLUS (DEFICIT)
	\$000 General	\$000 Grants	\$000 Total	% of Total	\$000	% of Total	\$000
Community Services	1,064	5,880	6,944	15.1%	10,371	20.3%	(3,427)
Health & Environment	3,974	221	4,195	9.1%	9,553	18.7%	(5,358)
Leisure	885	612	1,497	3.2%	7,461	14.6%	(5,964)
Transport	2,038	333	2,371	5.1%	4,625	9.0%	(2,254)
Management & Economic Development	31,078	3	31,081	67.5%	19,185	37.5%	11,896
Total Revenue & Expenses	39,039	7,049	46,088	100.0%	51,195	100.0%	(5,107)

Assets are distributed according to management responsibility and this does not align to activities or functions. Therefore, in accordance with Accounting Standards, distribution of assets by activities or functions is not separately disclosed.

2.2 Functions of Council

Function by Grants Commission Categories	Synopsis of activities of functions undertaken
Community Services	Community services to residents and local organisations and support services covering a broad range of community and individual needs - <ul style="list-style-type: none"> • Adult day care and aged persons hostel • Childcare centres & pre-schools • Family support, home care • Meals-on-wheels • Recreation programmes • Services for the disabled • Youth support and youth housing
Health & Environment	Operation and maintenance of : <ul style="list-style-type: none"> • Collection and disposal of all waste materials • Development planning and control. • Preventative health services • Street beautification • Street cleaning and environmental protection
Leisure	Operation and maintenance of : <ul style="list-style-type: none"> • Arts and cultural activities • Indoor leisure centres. • Parks and gardens, sporting and nature reserves • Public halls & community centres • Public library
Transport	Operation and maintenance of : <ul style="list-style-type: none"> • Bridges • Parking and traffic control facilities • Pedestrian and bicycle networks • Road & footpath construction • Street lighting • Works depots
Management & Economic Development	<ul style="list-style-type: none"> • Economic development • General management and administrative support for all Council operations and services • Maintenance and protection of Council assets • Promotion and marketing of Council services • Rate Revenues & Financial Assistance Grants • Strategic planning

		1997/98 \$'000	1996/97 \$'000
3. REVENUES			
3.1 Government Grants Untied.	1.6		
Financial Assistance Grant - General Purpose		3,655	3,424
Financial Assistance Grant - Untied Road Funding		787	797
		<u>4,442</u>	<u>4,221</u>
3.2 Government Grants for Service Delivery			
Community Services		4,649	5,880
Health & Environment		160	221
Leisure		557	612
Transport		391	333
Management & Economic Development		20	3
		<u>5,777</u>	<u>7,049</u>
Total Government Grants for Service Delivery		<u>5,777</u>	<u>7,049</u>
Total Government Grants		<u>10,219</u>	<u>11,270</u>
3.3 Revenues Abnormal			
Income - Recognition of Fines			800
Income - Surplus on dissolution of Dandenong Valley Regional Library Service			457
		<u>-</u>	<u>1,257</u>
3.4 Gain on Sale of Assets			
Proceeds on Sale of Fixed Assets		2,852	1,428
Less Carrying Amount of Assets sold		(2,789)	(1,184)
		<u>63</u>	<u>244</u>
4. EXPENSES			
4.1 DEPRECIATION			
Plant & equipment	6.2	974	1,012
Minor Plant, Furniture and Fittings	6.2	868	700
Land Improvements	6.2	34	31
Buildings	6.2	3,081	425
Infrastructure Assets Non-Realisable	1.15,6.2	1,638	103
Infrastructure Assets -Realisable	6.2	408	25
	1.12	<u>7,003</u>	<u>2,296</u>
This expense has increased substantially as a result of the increased valuation of Buildings and Infrastructure assets as at 1st July 1997: related note 1.2.			
4.2 EXPENSES - Abnormal			
Loss on settlement with City of Kingston			299
Staff Redundancies		849	1,558
Increase in provision for irrecoverable Perin Court Fines	5.3	296	
Prepaid Interest on Long Term Loan written off		405	
Unfunded Superannuation	15	1,054	7,593
Land and Buildings revalued	1.2	49,078	
		<u>51,682</u>	<u>9,450</u>

	Note	1997/98 \$'000	1996/97 \$'000
5. CURRENT ASSETS			
5.1 CURRENT ASSETS - Cash			
Cash on hand and Cashier Advances		6,809	4,185
Bank Deposits on Call	14	1,655	1,381
	1.4	<u>8,464</u>	<u>5,566</u>
5.2 Reconciliation of Cash to Statement of Cash Flows			
Current Asset - Cash	5.1	6,809	4,185
Current Asset - Investments	5.1	1,655	1,381
Cash at balance date as per Statement of Cash Flows	1.4	<u>8,464</u>	<u>5,566</u>
5.3 CURRENT ASSETS - Receivables			
Rates Debtors	1.5, 14	1,590	1,892
General Debtors	1.7, 14	3,285	4,414
Less: Provision for Doubtful Debts	4.2	(1,125)	(829)
		<u>3,750</u>	<u>5,477</u>
The provision for irrecoverable fines submitted to the Magistrates Perin Court was increased by \$296,000			
5.4 CURRENT ASSETS - Property Held for Resale			
Land at net realisable value - Valued 1 July 1997		<u>2,670</u>	<u>1,861</u>
5.5 CURRENT ASSETS - Other			
Prepayments		16	834
Inventory		150	183
		<u>166</u>	<u>1,017</u>
6. NON-CURRENT ASSETS			
6.1 NON-CURRENT ASSETS - Investments			
Unlisted Shares - less than \$1,000	14	-	-
6.2 NON-CURRENT ASSETS - Other			
6.2.A Plant & Equipment			
At Valuation - 1 July 1996	1.2	4,055	5,047
At Cost		1,749	275
Less: Accumulated Depreciation	1.12	(1,921)	(1,012)
		<u>3,883</u>	<u>4,310</u>
6.2.B NON-CURRENT ASSETS - Minor Plant, Furniture and Equipment			
At Valuation 1 July 1996-	1.2	4,477	3,883
At Cost		1,242	594
Less: Accumulated Depreciation	1.12	(1,567)	(700)
		<u>4,152</u>	<u>3,777</u>
6.2.C NON-CURRENT ASSETS - Land and Buildings			
Land			
At Valuation July 1996			205,955
At Valuation July 1997		175,475	
At Cost		774	548
Less: Accumulated Depreciation	1.2	(65)	(31)
		<u>176,184</u>	<u>206,472</u>
Buildings			
At Valuation July 1996			107,193
At Valuation July 1997		157,226	
At Cost		1,702	4,269
Less: Accumulated Depreciation	1.12	(69,992)	(426)
		<u>88,936</u>	<u>111,036</u>

	Note	1997/98 \$'000	1996/97 \$'000
6.2.D NON-CURRENT ASSETS - Infrastructure Assets			
Non Realisable Infrastructure Assets			
Works in Progress At Cost	1.2	28	70
Completed Assets At Cost	1.2	4,339	2,662
At Valuation - 1997 values	1.2	148,635	148,635
Less: Accumulated Depreciation	1.12	(1,741)	(103)
		151,261	151,264
Realisable Infrastructure Assets			
Completed Assets At cost	1.2	361	
At Valuation - 1997 values	1.2	5,511	5,511
Less: Accumulated Depreciation	1.12	(433)	(26)
	1.15	5,439	5,485
TOTAL NON-CURRENT ASSETS		429,855	482,344
7. CURRENT LIABILITIES			
7.1 CURRENT LIABILITIES - Creditors			
General Creditors	1.11	3,802	3,597
Accrued salaries	1.9	809	726
	14	4,611	4,323
7.2 CURRENT LIABILITIES - Employee entitlements			
Annual Leave	1.10	2,273	2,261
Long Service Leave	1.10	771	1,111
Defined Benefit Superannuation Liability	15	777	684
		3,821	4,056
7.3 CURRENT LIABILITIES - Borrowings			
Bank Loans	14	2,091	996
7.4 CURRENT LIABILITIES - Trust Monies			
Hostel Entrance Fees	1.8	296	212
Jenny Slade Scholarship	1.8	15	15
crossing & Other deposits	1.8	622	667
	11	933	894
8. NON-CURRENT LIABILITIES			
8.1 NON-CURRENT LIABILITIES -Employee entitlements			
Long Service Leave	1.10	1,296	1,302
Defined Benefit Superannuation Liability	15	7,675	6,909
		8,971	8,211
8.2 NON-CURRENT LIABILITIES - Borrowings			
Bank loans	14	8,487	10,578

	Note	1997/98 \$'000	1996/97 \$'000
9. RESERVES- Restricted General Reserve			
Public Resort and Recreation Land Fund	11	995	520
Road Development	11	-	34
Botanical Garden	11	54	54
Off Street Car Parking	11	-	60
Land Development	11	191	160
Central Car Parking	11	865	821
District Centre Improvement	11	-	31
		<u>2,105</u>	<u>1,680</u>
9.1 RESERVES- Non- restricted Reserves			
Plant Replacement	11	654	1,639
Self Insurance	11	59	59
Meals on Wheels	11	56	56
		<u>769</u>	<u>1,754</u>
Total General Reserves		<u>2,874</u>	<u>3,434</u>
9.2 RESERVES- Movements to and (from) Reserves			
Public Resort and Recreation Land Fund	11	475	87
Property Acquisition	11		(421)
Plant Replacement	11	(985)	(1,797)
IT Replacement	11		(67)
Road Development	11	(34)	(90)
Leisure Centre	11		(323)
Land Development	11	31	
District Centre Development	11	(31)	
Car Parking	11	(60)	(95)
Community Facilities	11		(61)
Central Car Parking	11	44	60
Garbage	11		(1,011)
Civic Centre redevelopment	11		(1,026)
Rates Surplus	11		(6,875)
		<u>(560)</u>	<u>(11,619)</u>

The Council adopted a Consolidation strategy in the 1997/98 Budget to reduce the number of reserves

10. FINANCING ARRANGEMENTS

Council has access to the following line of credit at balance date

Bank Overdraft facilities available	14	2,500	2,500
Bank Overdraft facilities utilised at balance date		-	-

11. RESTRICTED ASSETS

Assets which have restrictions imposed on their use by law, deed or regulation and which are included in Investments.

Restricted Assets with offsetting Liabilities

Long Service Leave Investment	1.10, 12	<u>1,655</u>	<u>1,381</u>
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CITY OF GREATER DANDENONG
Notes to and forming part of the Financial Statements for the year ended 30 June 1998

	Note	1997/98 \$'000	1996/97 \$'000
12. RESTRICTED CASH - CASH FLOWS			
Restricted Cash at beginning of the financial year		1,381	1,317
Cash Inflows Long Service Leave		274	64
Restricted Cash at end of the financial year	11	1,655	1,381
13. COMMITMENTS NOT PROVIDED FOR IN THE FINANCIAL STATEMENTS			
13.1 Operating Lease Commitments			
Payable not later than one year			
Later than 1 year but not later than 2 years		64	64
Later than 2 years but not later than 5 years			64
Later than 5 years			
	1.13	64	128
13.2 Capital Commitments			
Payable not later than one year			
Later than 1 year but not later than 2 years		87	452
Later than 2 years but not later than 5 years			
Later than 5 years			
		87	452
13.3 Works and Services Contracts			
Payable not later than one year.		9,050	5,419
Later than 1 year but not later than 2 years		3,909	2,564
Later than 2 years but not later than 5 years		1,951	2,910
Later than 5 years		108	1,732
		15,018	12,625

14. FINANCIAL INSTRUMENTS

14.1 FINANCIAL INSTRUMENTS - Terms, conditions and accounting policy

Recognised Financial Instruments	Note	Accounting Policy	Terms and Conditions
14.1.A Financial Assets			
Bank Deposits On Call	5.1	Valued at cost. Interest recognised as it accrues.	On call deposits returned floating interest rates returns between 2.5% and 5.04%. The rate at balance date was 4.67%.
Cash In Managed Funds	5.1	Valued at market value. Interest is recognised as it accrues.	Withdrawals are on 24 hours notice. Managed Funds returned floating interest rates returns between 4.87% and 6.84%. net of fees.
Rates Debtors	5.3	Rates are a charge attached to the rateable land and therefore no provision for doubtful debts is made. Interest rates are reviewed annually	Rates are payable by four installments during the year or by lump sum in February. Arrears, including Deferred Rates, attract interest. The interest rate was 13.2% at balance date for general rates.
General Debtors	5.3	Receivables are carried at nominal amounts due less any provision for doubtful debts. A provision for doubtful debt is recognised when collection in full is no longer probable. Collectability of overdue accounts is assessed on an ongoing basis.	General debtors are unsecured and interest free. Credit terms are usually up to 60 days.
Unlisted Shares	6.1		Council's holding in Sergasco Pty Ltd.

14.1.B Financial Liabilities			
General Creditors	7.1	Liabilities are recognised for amounts to be paid in the future for goods received and services provided to Council as at balance date whether or not invoices have been received.	General Creditors are unsecured, not subject to interest charges and are normally settled within 30 days of invoice receipt.
Borrowings	7.3,8.2	The Loan with the Commonwealth Bank was obtained to refinance borrowings in January 1997.	The Loan is for Five years and Principal & Interest are repayable every six months. The Loan is secured by a Mortgage over Council's general rates. The interest rate is fixed at 6.9 %.

14.2 FINANCIAL INSTRUMENTS - Interest Rate Risk

Council's exposure to interest rate risk and the effective interest rates of financial assets and financial liabilities at balance date are as follows:

	Note	Floating Interest Rate \$'000	Fixed Interest maturing In			Non Interest Bearing \$'000	Carrying Amount \$'000	Weighted Average Interest Rate %
			1 Year or Less \$'000	Over 1 to 5 Years \$'000	Over 5 Years \$'000			
Financial Liabilities								
Creditors	1.11, 7.1	-				4,611	4,611	
Borrowings	7.3,8.2		2,091	8,487		10,578	9,244	6.9
Total			2,091	8,487	-	15,189	13,855	6.9
Financial Assets								
Rates	1.5, 5.3	1,590					1,590	13.2
Debtors	1.7, 5.3					2,160	2,160	
Cash on Call	1.4, 5.1	6,809				-	6,809	4.30
Managed Funds	1.4, 5.1,	1,655				-	1,655	5.40
Unlisted Shares	6.1						-	-
Total		10,054	-	-	-	2,160	12,214	4.88

14.3 FINANCIAL INSTRUMENTS - Net Fair Value

The aggregate fair values of financial assets and financial liabilities as at balance date are as follows:

	Note	Carrying Amount \$'000	Net Fair Value \$'000
On Balance Sheet Financial Liabilities			
Creditors	1.7, 7.1	4,611	4,611
Borrowings	7.3,8.2	10,578	9,244
Total Financial Liabilities		15,189	13,855
On Balance Sheet Financial Assets			
Rates	1.5, 5.4	1,590	1,590
Receivables	1.7, 5.3	2,160	2,160
Cash on Call	1.4, 5.1	6,809	6,809
Cash In Managed Funds	1.4, 5.2	1,655	1,655
Unlisted Shares - less than \$1,000	6.1	-	-
Total Financial Asset		12,214	12,214

Notes to and forming part of the Financial Statements for the year ended 30 June 1998

The following methods and assumptions are used to determine the net fair value of financial assets and financial liabilities:

Creditors, Cash Investments, and Receivables	The carrying amount equals the fair value because of the short term to maturity.
Borrowings	The carrying amount is based on the discounted cash flow method
Rates	The carrying amount approximated fair value because of the short term maturity. Deferred rates do not materially impact on this assumption.
Unlisted Shares - less than \$1,000	The carrying amount approximated fair value.

15. SUPERANNUATION

15.1 SUPERANNUATION: Employer Contributions

Council makes employer superannuation contributions in respect of its employees to Local Authorities Superannuation Fund (the Fund). These contributions are made in accordance with statutory requirements.

15.1.A SUPERANNUATION: Accumulation

From 1 January 1994 new employees are classified by the Fund's as members under an accumulation benefit scheme, known as LASPLAN. LASPLAN receives both employer and employee contributions on a progressive basis. No further liability accrues to Council as the superannuation benefits accruing to employees are represented by their share of the assets of the fund. Council paid superannuation contributions of \$393,195 (\$464,253 in 1996/97) for LASPLAN staff.

15.1.B SUPERANNUATION: Defined Benefits.

Employees who commenced with local government before 1994 are classified by the Fund as defined benefits members. Council makes employer contributions at the rates determined by the Fund, currently 9.25% of salary plus the difference between retrenchment and resignation benefits. Employees make member contributions to the Fund. As such, assets accumulate in the fund to meet member benefits, defined by legislation, as they accrue.

In addition to the amount disclosed in Note 15.2 Council also superannuation contributions for defined benefit fund members of \$1,004,995 in 1997/98. (\$1,594,200 in 1996/97)

15.2 SUPERANNUATION - Defined Benefit Members Accrued Liability - Abnormal Item

In 1996/97 Council brought to account a liability of \$7.593 million, including \$1.139 million tax, for the previously unrecorded unfunded superannuation liability. This liability was apportioned to Council by the Fund on the basis of the salaries of employees of the former City of Springvale and City of Dandenong.

Following restructure the Council entered into a settlement agreement with the Cities of Casey & Kingston to address the consequences of changes in the council boundaries. These agreements resulted in the transfer of certain assets, liabilities and personnel between the councils. At that time the responsibility for the unfunded superannuation liability in respect of employees transferred to the Cities of Casey and Kingston was not transferred.

The Council is currently negotiating with these Councils to determine the share of unfunded liability to be transferred between all three parties. As per the latest negotiations in August 1998 it would appear that our Council will have our Total Liability reduced by an amount to be determined by an arbitrator. In 1997/98 Council paid the Fund \$773,491, including interest and tax,

Council has an ongoing obligation to share in the future experience of the Fund. Favourable or unfavourable variations may arise should the experience of the Fund differ from the assumptions made by the Fund's actuary in estimating the Fund's accrued benefits liability.

The most recent full actuarial review of the Fund was undertaken by the Fund's actuary, Grant Harslett, FIA, FIAA, of Towers Perrin, as at 30 June 1998. The Fund's liability for accrued benefits was determined by reference to expected future salary levels and by application of a market-based risk-adjusted discount rate and relevant actuarial assumptions. It was determined that the net assets of the Fund were sufficient to meet the accrued benefits of the Fund's defined benefit category members. Council's liability to the Fund as at 30 June 1998, including principal, tax and accrued interest is \$8,452 million (\$7.593 million at 30 June 1997).

The terms of payment for liability require Council to make annual payments over the next 10 years which include principal, tax and interest components. Interest is charged by the Fund on outstanding balances at a rate which is equivalent to the net earning rate of the Fund. The outstanding principal, accrued interest and tax liability at balance date are therefore disclosed as Current and Non-current liabilities.

16. CONTINGENT LIABILITIES

BANK GUARANTEE

Council has agreed to guarantee bank loans taken out by the Dandenong Basketball Association (DBA) to a maximum amount of \$2 million. At Balance Date the amount drawn by the DBA was \$1.465 million.

LEGAL ACTIONS

Council is involved in a number of Legal Actions. Council's exposure in these claims may be up to \$250,000.

FUTURE LEGAL CLAIMS

Council may be exposed to future legal claims as part of the former City of Dandenong sanitary depot site which was sold without ensuring Environmental Protection Authority requirements were met.

17. RELATED PARTY TRANSACTIONS

Council undertakes this voluntary disclosure in the context of its commitment to public accountability.

17.1 Names of Responsible Persons

Councillors	Roz Blades - Mayor 16/03/98	Angela Long
Dale Wilson	Greg Harris	John Kelly
Naim Melhem	Paul Donovan	Phil Reed
Sharon Harris	Youhorn Chea	Yvonne Herring

Chief Executive Officer Warwick Heine

17.2 Remuneration of Responsible Persons

Remuneration Range:	Number of Responsible Persons	
	1997/98	1996/97
\$1,000 - \$9,999		10
\$10,000 - \$19,999	9	
\$20,000 - \$29,999	1	1
\$30,000 - \$39,999	1	
\$40,000 - \$49,999		2
\$35,000 - \$59,999		1
\$160,000 - \$169,999	1	1
Total	12	15

Total remuneration costs during the reporting period for Responsible Persons amounted to \$330,000 and \$375,000 in 1996/97

17.3 Remuneration of Senior Officers

Remuneration Range	Number of Senior Officers	
	1997/98	1996/97
\$70,000 - \$79,999	4	4
\$80,000 - \$89,999	9	10
\$90,000 - \$99,999	3	3
\$100,000 - 109,999	1	
\$110,000 - \$119,999	3	2
\$120,000 - \$129,999		2
Total	20	21

Total remuneration costs during the reporting period for Senior Officers amounted to \$1.786 million and \$1.891million in 1996/97)

17.4 Other Benefits

There were no retirement benefits paid or loans made, guaranteed or secured by Council to a Responsible Person of Council during the reporting period

17.5 Other Known Transactions

There were forty nine instances where persons related to Councillors received benefits from Council and this was the subject of a separate report to Council

The aggregate amounts in respect of the following types of transactions with Responsible Persons were:

	1997/98 \$'000	1996/97 \$'000
Contracted Services	580	4182
Consulting Services		200
Supply of Plant		845
Total	<u>580</u> =====	<u>5,227</u> =====

The Council has entered into the above transactions with Responsible Persons and Responsible Person related parties within normal customer or employee relationships on terms and conditions no more favourable than those available in similar arm's length dealings.

Aggregate amounts of revenue or expense for the reporting period that resulted from transactions with Responsible Persons of the Council or their Responsible Person related parties include:

	1997/98 \$'000	1996/97 \$'000
Consulting Services		200
Contracted Services	635	384
Total	<u>635</u> ===	<u>584</u> ===

18. DISCLOSURES REQUIRED BY THE LOCAL GOVERNMENT ACT 1989

The Local Government Act 1989 requires that the following additional disclosures be incorporated into the Notes accompanying the Financial Statements. There are no relevant Australian Accounting Standards related to these disclosures.

18.1 Comparison of Budgeted and Actual Operating Results - Regulation 83(a)

	Actual 1997/98 \$'000	Budget 1997/98 \$'000
Revenues		
Rates	28,787	28,912
Government Grants	10,219	9,963
Fees, Charges and Fines	4,219	3,986
Interest	709	196
Assets Sales	2,852	4,203
Other	6,345	5,628
Total Revenues	<u>53,131</u>	<u>52,888</u>
Expenses		
Employee Costs	21,212	21,743
Materials and Services	9,081	9,435
Depreciation	7,003	5,500
Carrying Amount of Assets Sold	2,789	1,616
Interest	1,631	1,153
Other	10,948	12,769
Total Expenses	<u>52,664</u>	<u>52,216</u>
Operating Surplus before Abnormal Items	467	672
Abnormal Items	Related note 1.2,4.2 (51,682)	(856)
Operating Deficit after Abnormal Items	<u>(51,215)</u>	<u>(184)</u>

18.2 Budget and Actual Cash flows Relevant to Determining Rates and Charges - Regulation 83(b)

	Note	Actual 1997/98 \$'000	Budget 1997/98 \$'000
Revenues			
Operating Revenue	18.1	53,131	52,888
Less Rates and Charges		28,787	28,912
		<u>24,344</u>	<u>23,976</u>
Plus Transfers From Reserves	9.3	1,035	1,035
Plus Transfers to Reserves	9.3	(475)	
Cash Available Excluding Rates and Charges		<u>24,904</u>	<u>25,011</u>
Expenditures			
Operating Expenses	18.1	52,664	52,216
Plus Expenditure on Assets		7,189	8,227
Plus Loan Repayments		996	996
Plus Abnormal Items	18.1, 15.2	51,682	856
Less Depreciation	18.1	(7,003)	(5,500)
Less Carrying amount of Assets Sold	18.1	(2,789)	(1,616)
Less write down of Land & Buildings	1.2,4.2	(49,078)	
Less Unfunded Super adjustment	18.1	(1054)	
Cash Expenditure Requirement		<u>52,607</u>	<u>55,179</u>
Net Cash Required from Rates		<u>27,073</u>	<u>30,168</u>
Rates and Charges Raised		28,787	28,912
Cash Result		<u>1,084</u>	<u>(1,256)</u>

18.3 Reconciliation Between the Operating Result and Cash Result - Regulation 83(c)

	Note	Actual 1997/98 \$'000	Budget 1997/98 \$'000
Increase/(Decrease) in Net Assets on operations	18.1	(51,215)	(184)
Less Non-cash Items Included in the Operating Result			
Depreciation	18.1	7,003	5,500
Carrying amount of Assets Sold	18.1	2,789	1,616
Unfunded Superannuation Adjustment		1,054	
Write down of Land & Buildings	1.2,4.2	49,078	
Operating Result less Non-cash Items		<u>8,709</u>	<u>6,932</u>
Cash Items not included in the Operating Statement			
Expenditure on Assets	18.1	(7,189)	(8,227)
Loan Repayments	18.1	(996)	(996)
Transfers from Reserves	18.1, 9.3	1,035	1,035
Transfers to Reserves	18.1, 9.3	(475)	
		<u>(7,625)</u>	<u>(8,188)</u>
Cash Result	18.2	<u>1,084</u>	<u>(1,256)</u>

18.4 Reconciliation of Net Cash (outflows) from Operating Activities to Increase(Decrease) in Net Assets

	Note	Actual 1997/98 \$'000	Actual 1996/97 \$'000
Operating Result	18.1	(51,215)	(13,300)
Add/Less			
Depreciation	18.1	7,003	2,296
(Increase)/ Decrease in other current assets	5.5	851	(735)
Gain on Sale of Assets	3.4	(63)	(244)
(Increase)/ Decrease in Receivables	5.3	1,727	2,440
(Decrease)/ Increase in Creditors	7.1	348	(2,250)
(Decrease)/ Increase in Employee Entitlements	7.2	462	7,766
(Decrease)/ Increase in other Current Liabilities	7		(96)
Write down of Land & Buildings	1.2,4.2	49,078	
Net Cash Flow (Outflow) from Operating Activities		<u>8,192</u>	<u>(4,123)</u>

18.5 Financial Ratios - Regulation 84	Council 1997/98	Council 1996/97
<p>Debt Servicing Ratio To identify the capacity of Council to service outstanding debt.</p> <p>Interest as a percentage of Council's Total Revenue.</p>	5.67%	3.16%
<p>Debt Commitment Ratio To identify a Council's debt redemption strategy.</p> <p>Loan interest and loan redemption payments as a percentage of Rate revenue.</p>	9.13%	3.16%
<p>Revenue Ratio To identify a Council's dependence on non-rate income.</p> <p>Rate revenue as a percentage of Total Revenue.</p>	54.18%	54.67%
<p>Debt Exposure Ratio To identify a Council's exposure to debt.</p> <p>Realisable Assets available for every dollar of Total Liabilities less liabilities associated with Restricted Assets.</p>	.065:1	.059:1
<p>Working Capital Ratio To assess a Council's ability to meet current commitments.</p> <p>Current Assets available to meet each dollar of Current Liabilities.</p>	1.43:1	1.48:1

18.6 Value of Land in the Municipality - Regulation 83(l)

The value of land within the Municipality at Balance Date	\$6,314,972,760
Date of Valuation	30/6/1994
Date on which the valuation first applied	1/10/1996

END OF FINANCIAL STATEMENTS AND ACCOMPANYING NOTES

19. CERTIFICATION OF THE FINANCIAL STATEMENTS

In my opinion the accompanying financial statements have been prepared in accordance with the Local Government Act 1989, the Local Government Regulations 1990, Australian Accounting Standards and other mandatory professional reporting requirements.

Merwyn Oshry
Principal Accounting Officer

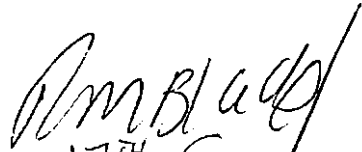


Dated: 16TH SEPTEMBER 1998

In our opinion the accompanying financial statements present fairly the financial transactions of the City of Greater Dandenong Council for the year ended 30 June 1998 and the financial position of the Council as of that date.

As at the date of signing, we are not aware of any circumstances which would render any particulars in the financial statements to be misleading or inaccurate.

Roz Blades
Councillor



Dated: 17TH SEPTEMBER 1998

Angela Long
Councillor



Dated: 18TH SEPTEMBER 1998

Principal Accounting Officer



Dated: 16TH SEPTEMBER 1998

**COMPETITIVE TENDERING STATEMENT OF THE CITY OF GREATER DANDENONG FOR
THE PERIOD OF 1 JULY 1997 TO JUNE 1998**

	\$'000	No.	%
TOTAL EXPENSES			
Operating Expenditure	53,131,000		
Less Depreciation	7,003,000		
Plus Capital	7,189,000		
Value of Expenses for CCT base	53,317,000		100.00

COMPETITIVE TENDERING TARGET	26,658,500		50.00
(minimum requirement under Local Government Act 1989)			

COMPETITIVE ARRANGEMENTS (In categories as required by section 208B of the Local Government Act 1989)			
a) Contracts for supply of goods/services/works to Council	14,991,958	111	28.12
b) In-House Agreements	10,211,273	13	19.15
c) Contract for the supply of goods/services/works by Council	0	0	
d) Contracts approved by the Minister under Section 208F	3,758,829		7.05
TOTAL COMPETITIVE ARRANGEMENTS	28,962,060	124	54.32

SURPLUS (DEFICIT) OF COMPETITIVE ARRANGEMENTS COMPARED TO TARGET	2,303,560		4.32
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IN-HOUSE TENDERS (competitive arrangements for which Council received an In-House tender)		16	
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AWARDS TO NON-COUNCIL CONTRACTORS (contracts awarded to other persons where Council staff were formerly providers of the goods/services/works)	4,210,809	13	7.90
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1. Bid team expenditure excluded i.e. no double counting

Certification of Competitive Tendering Statement of City of Greater Dandenong

In my opinion, the accompanying competitive tendering statement has been prepared in accordance with the Local Government Act 1989 and the Local Government Regulations 1990.

Principal Accounting Officer:

Moss

Name:

Meewyn Oshey

Dated:

16TH SEPTEMBER 1998

In our opinion, the accompanying competitive tendering statement presents fairly the number and value of competitive arrangements of Council for the year ended 30 June 1998.

As at the date of signing, we are not aware of any circumstances which would render any particulars in the competitive tendering statement to be misleading or inaccurate.

Councillor:

Roz Blades

Name:

ROZ BLADES

Councillor:

Angela Long

Name:

ANGELA LONG

Dated:

18TH SEPTEMBER 1998

INDEPENDENT AUDIT REPORT ON THE FINANCIAL STATEMENTS

TO THE RATEPAYERS OF THE CITY OF GREATER DANDENONG .

Audit Scope

The accompanying financial statements of the City of Greater Dandenong Council for the year ended 30 June 1998, comprising an operating statement, statement of financial position, statement of changes in equity, statement of cash flows and notes to the financial statements have been audited.

The Councillors of the Council are responsible for the preparation and presentation of these financial statements and the information they contain. An independent audit of the financial statements has been carried out in order to express an opinion on them as required by the *Audit Act 1994*.

The audit has been conducted in accordance with Australian Auditing Standards to provide reasonable assurance as to whether the financial statements are free of material misstatement. The audit procedures included an examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial statements, and the evaluation of accounting policies and significant accounting estimates. These procedures have been undertaken to form an opinion as to whether in all material respects, the financial statements are presented fairly in accordance with Australian Accounting Standards and other mandatory professional reporting requirements and comply with the requirements of the *Local Government Act 1989*, so as to present a view which is consistent with my understanding of the financial position of the City of Greater Dandenong Council and the result of its operations and its cash flows.

The audit does not provide any assurances that the Council's systems, or any other systems that the Council relies on in the conduct of its activities such as those of suppliers and service providers are year 2000 compliant, or whether plans and associated actions are adequate to address the year 2000 issue. The year 2000 issue has been addressed only in the context of existing audit responsibilities under Australian Auditing Standards to express an opinion on the financial statements.

The audit opinion expressed on the financial statements has been formed on the above basis.

Audit Opinion

In my opinion, the financial statements present fairly the financial position of the City of Greater Dandenong Council as at 30 June 1998 and the results of its operations and its cash flows for the year ended on that date in accordance with Australian Accounting Standards and other mandatory professional reporting requirements and comply with the requirements of the *Local Government Act 1989*.

C. A. BARAGWANATH

Auditor General

Council Contact

 Main Switchboard 9239 5100	عربي 9679 9860	Italiano 9679 9865	All other languages 9679 9869 <i>Including:</i> Soomaali Hrvatski Македонски Tetum Malti Српски Shqip فارسی Русский
 Facsimile 9239 5196	BOSANSKI 9679 9861	Español 9679 9866	
 TTY (telephone typing service) 9239 5153	ἴβῆ 9679 9862	Türkçe 9679 9867	
	中文 9679 9863	Việt ngữ 9679 9868	
	Ελληνικά 9679 9864	 English 9679 9870	