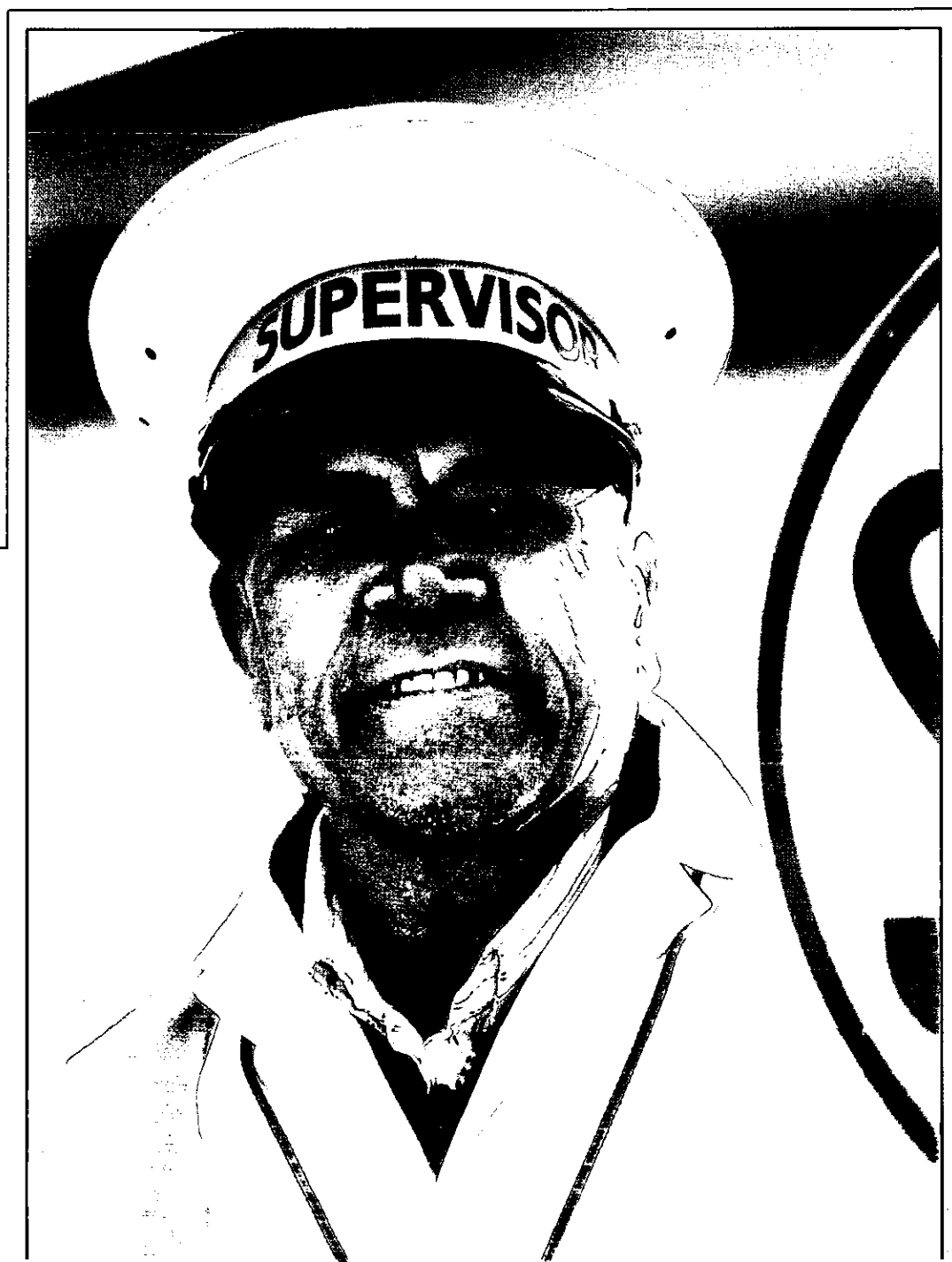
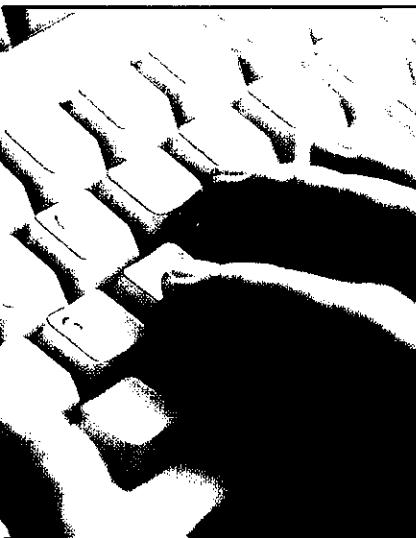


6:30 a.m.- Peter gets to enjoy the first rays of sun for the day but has been hard at work for a couple of hours already, collecting rubbish from one end of the City of Port Phillip to the other.



8:45 a.m.- Outside Elwood College, Herbert patrols the school crossing with pride, halting traffic to ensure that the school children have a safe passage across the busy road.





10:15 a.m.-
At the reception desk in the Port Melbourne Town Hall, Pauline has a smile for everyone, and loves being able to assist visitors and provide answers to their important questions.



1:50 p.m.- At Port Phillip's Ecocentre, Neil works hard to ensure the success of community projects like 'Veg Out', a popular community garden at the old St Kilda Bowling Club.





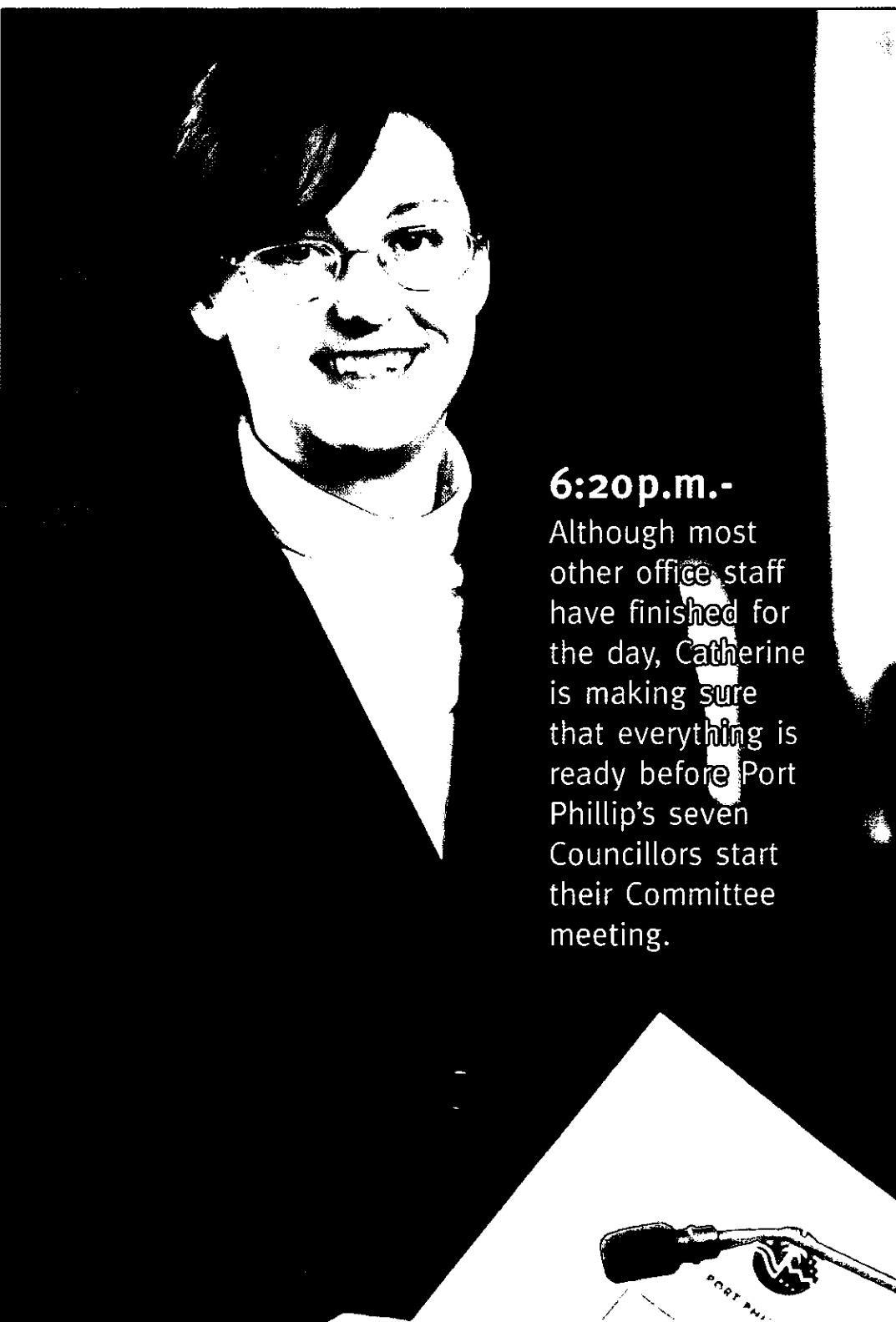
2:40 p.m. - Bev, a neighbourhood minder for the City of Port Phillip, takes time to discuss a proposed shopping centre strategy with a trader in Armstrong Street.



4:10 p.m.- After school, local children rush to Skinners Playground in South Melbourne where Adele and her co-workers have created a very special place for them to play.



LOY

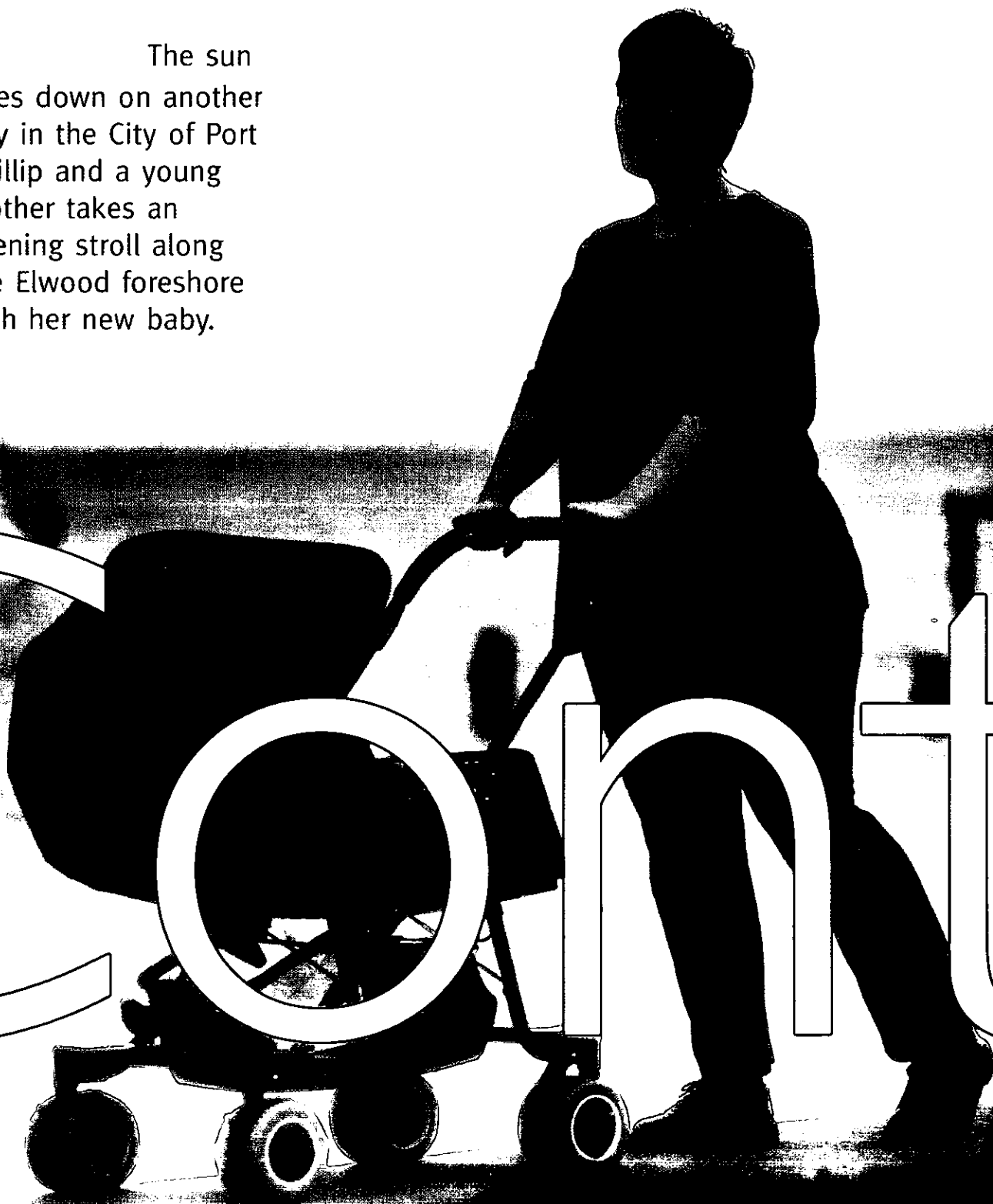


6:20p.m.-

Although most other office staff have finished for the day, Catherine is making sure that everything is ready before Port Phillip's seven Councillors start their Committee meeting.



The sun goes down on another day in the City of Port Phillip and a young mother takes an evening stroll along the Elwood foreshore with her new baby.



Contents

3	PORT PHILLIP AT A GLANCE
4	CHIEF EXECUTIVE OFFICER'S REPORT
5	MAYOR'S MESSAGE
6	COUNCILLORS
8	COUNCIL & COMMITTEES
11	COUNCIL ACTIVITIES
17	PERFORMANCE STATEMENT
22	HUMAN RESOURCES
24	STATUTORY INFORMATION
26	ORGANISATIONS
32	DONATIONS
36	COMPETITIVE TENDERING
39	FINANCIAL STATEMENTS
68	COUNCIL OFFICES

rements



Our vision

An outstanding environment in which to live, work, play and prosper.

Our Key Result Areas

KRA 1. Building Stronger Communities

Goal: All individuals living within the City of Port Phillip will participate in and experience connectedness with the community.

KRA 2. Improving our Built Environment

Goal: We will preserve and enhance our built environment through excellent planning, design and maintenance.

KRA 3. Building a Sustainable Environment

Goal: A community who understands the impact of its behaviour on the natural environment and its biodiversity, and actively participates in achieving environmental outcomes for Port Phillip.

KRA 4. Enhancing our Neighbourhoods and Places

Goal: We will have a mind set that considers the place and the community living there when delivering a service or implementing a project - providing a better service or outcome, one that is attuned to the needs of the community.

KRA 5. Improving our Service and Capabilities

Goal: We will listen and respond to the needs of the community, and strive to reduce the gap between community expectations and our performance.

KRA 6. Ensuring a Sustainable Organisation

Goal: The City of Port Phillip will be a leader in local government in the provision of cost competitive services through partnerships with the community and contractors, and innovative management of corporate resources.

Our Values

TRUST, HONESTY AND OPEN COMMUNICATION

LEADERSHIP AND DIRECTION, OWNERSHIP AND PASSION FOR WHAT WE DO

SERVICE (INTERNAL AND EXTERNAL)

INFORMED DECISION MAKING

LEARNING, INNOVATION AND CREATIVITY

ACHIEVEMENT, MEASUREMENT AND RESULTS

DIVERSITY, RESPECT FOR PEOPLE AND REWARDING

Port Phillip at a Glance

Area: 20.62km² **1996 Population:** 73,092

The City of Port Phillip is located on the northern shore of Port Phillip Bay, to the south of the Melbourne central business district. The City is one of the oldest areas of European settlement in Melbourne and contains buildings dating from the middle of last century onwards. The City has experienced a significant amount of residential development in the 1990s, particularly in areas close to the foreshore.

From Port Melbourne to Elwood, the City of Port Phillip has approximately ten kilometres of beaches for swimming, sailing, sailboarding and beach activities. Port Phillip also has parks and gardens spread right across the City, including Gasworks Park and St Vincents Gardens in South Melbourne, St Kilda Botanical Gardens and Catani Gardens in St Kilda, Alma Park in East St Kilda, and Edwards Park in Port Melbourne.

The City has a number of diverse retail, entertainment and leisure precincts. These include Bay Street in Port Melbourne, Clarendon Street in South Melbourne, Fitzroy and Acland Streets in St Kilda, and Carlisle Street in Balaclava. The City also contains a number of significant employment areas including the St Kilda Road office district, and industrial, warehousing and manufacturing districts in South Melbourne and Port Melbourne.

The City is well served by public transport with a substantial tram network, the St Kilda and Port Melbourne light rail lines and two stations on the Sandringham rail line.

A comparison of Port Phillip to Melbourne in 1996 shows an age profile with a higher proportion of people in the young and middle age adult age groups, and a significantly lower proportion of children than the Melbourne average. The 'growth' age groups in the area, particularly in the last five years, are primarily the second and third homebuyer market, moving to Port Phillip for 'lifestyle' reasons.

Port Phillip has historically been home to significant numbers of post war migrants from southern and eastern Europe. While many of these migrants are still resident in the area, the proportion of non-Australian born and non-English speaking residents is declining.

Between 1981 and 1996, Port Phillip experienced a substantial increase in socio-economic status, based on income indicators. The education level of Port Phillip's population, based on qualifications, has also increased in recent years.

In 1996, Port Phillip had a similar rate of employment as Melbourne, although with proportionally less full time employment. The unemployment rate in Port Phillip rose between 1981 and 1996, although not as substantially as the Melbourne average.

Port Phillip has a unique housing stock in the Melbourne context. While Melbourne's housing stock is dominated by separate houses, over half the dwellings in Port Phillip are flats or apartments. Port Phillip's unique housing stock is also accompanied by a unique pattern of tenure. Renters dominate Port Phillip, with over half the households renting, while around one in four is the average for Melbourne. Proportionally there are substantially fewer family households and correspondingly more lone person households than Melbourne overall. Port Phillip also has a lower level of car ownership than Melbourne overall.

Source: City of Port Phillip Community Profile which is based on the Australian Bureau of Statistics Census of Population and Housing.





CEO's report

Chief Executive Officer > Anne Dunn

Building an organisation that responds quickly & appropriately to citizens.

March this year saw the election of the second Port Phillip Council. This Council, which has five new Councillors on board, has adopted six new Key Responsibility Areas (KRAs) which are outlined at the start of this report.

While these Key Responsibility Areas reflect the priorities expressed by the new Council, they build on the three years of intense, pioneering policy and conceptual work of the inaugural Port Phillip Council, which started with the development of the Community Plan. These Key Responsibility Areas ensure that everyone at the Council, irrespective of function or position, works towards the same common goals. They also determine our budget priorities.

After a partial end to rate-capping, the City of Port Phillip finally emerged from several years of budgetary darkness in 1998/99. We have been able to meet the challenge of maintaining existing service levels and ensuring the integrity of infrastructure assets such as roads and drains by undertaking an ongoing maintenance and capital works program.

The City of Port Phillip has again been able to meet the targets for Compulsory Competitive Tendering prescribed by the State Government without tendering out the delivery of our human services. We have also entered into a joint venture with the City of Stonnington to maximise the competitiveness of our street cleaning services. In human services, we are pursuing community partnerships to reduce overheads and ensure the relevance of services.

On 29 October 1998, the City of Port Phillip became the first metropolitan Council to have its new format planning scheme approved by the Minister for Planning and Local Government. This scheme is supplemented by the Neighbourhood Amendment, which represents a giant step forwards in terms of establishing a planning scheme which will protect Port Phillip's outstanding architectural heritage and character and nurture sensitive development.

Although the Minister retains the power to override Council on planning matters, this amendment strengthens Council's position as the planning authority for this City with both the State Government and the Victorian Civil and Administrative Tribunal. In addition, the new Port Melbourne Development Contribution

Scheme means that developers will now contribute to the costs of smart new streetscapes in the fastest growing area of the municipality.

The City of Port Phillip's new shopping centre management strategy builds on neighbourhoods as the integrated local area planning model. A highly successful consultation process using 'think tents' helped Council establish clear blueprints for each centre, reflecting the aspirations of both traders and residents. The appointment of 'neighbourhood minders' has cemented new community partnerships in shopping centres.

The ASSIST Centre, Council's service centre for complaints, comments and service requests, is improving the Council's ability to respond quickly and appropriately to citizens. Our annual Community Satisfaction Survey shows our performance as generally good and improving from year to year (details of survey results and our performance against annual plan indicators are included later in this report).

The new City of Port Phillip Web Page provides twenty-four hour access to information on all Council services, from aged care to waste management. The City has already been recognised as a model for the provision of internet services through its library internet site which received an ALIA (Australian Libraries and Information Association) Award for Innovation in Library Services.

The City of Port Phillip is gradually handing over control of cultural institutions, programs and festivals to the community. Our Cultural Programs Board, established in 1998, was the first step in devolution.

Commitment to democracy, innovation and consultation have been the hallmarks of the City of Port Phillip over the past year. Our many achievements over the past year build on the leadership of the Councillors and the hard work, dedication and imagination of our talented staff. I am confident that the initiatives taken during 1998/99, combined with the outstanding work of our staff, will allow us to meet the needs articulated by the Port Phillip community in the future.

Anne Dunn

CHIEF EXECUTIVE OFFICER



Mayor's message

Mayor > Dick Gross

Leading & serving the community of the City of Port Phillip.

This has been a momentous and tempestuous year for the City of Port Phillip. Never far from the gaze of an interested public, this interesting and diverse City has had a year of innovation, growth and success.

As I observed last year, annual reports are often the repositories of some pretty shameless boasting. I feel that to be true to the genre, this message will seek to highlight some of the great things that officers and Councillors have achieved. Hyperbole is a personal weakness of mine.

The battle of planning has continued unabated over many years. The City of Port Phillip last year compiled heritage and height controls under extraordinary circumstances. The first extraordinary aspect was the level of the community's commitment to the process. Six hundred and fifty citizens came to a series of workshops and well over one thousand registered their interest. This sort of attendance at workshops is unprecedented in any other municipality and shows the level of community engagement on the issues. The planning amendment (C5) is currently being considered by a panel. It is voluminous and very well documented.

The secondary extraordinary aspect of C5 was that no sooner had the thing been finished when the Department of Infrastructure released the Gateway to the Bay document which had a completely different - high rise - vision for our foreshore fringe. The community response was swift and vociferous. After a protracted political campaign and a joint working group, the Council and the State Government agreed on a vision that largely implements the Council's scheme for the protection of our special built form from over powering height and the destruction of heritage. The report of the Joint Working Group is being considered by the same group who constitute the C5 panel.

The Council's keen interest in housing was developed (groan) during the year. By year end, the Regal project had been launched, the Depot project had been tendered and Stage 2 of the Railway Project was nearing completion. No other Council in the land provides low income housing on this scale. I would like to acknowledge the contribution of the Office of Housing

and the Minister, The Hon. Anne Henderson for their unceasing support on this topic and the next.

The Memorandum of Understanding with the Aboriginal community was a metropolitan first. This MOU obliges the Council to commit to the employment of indigenous officers, recognition of sites and other matters. It is exciting to see the whole hearted way in which this Council and community has embraced the notion of reconciliation.

Our cultural and festival activities are now being guided by the majestic and expert hand of the Cultural Programs Board. Community committees are back in charge of Gasworks Park and Linden. In the environment area, we are part of the Cities for Climate Protection and have stringent targets set for achievement.

Apart from these matters of major innovation, many aspects of Council performed service were highly regarded by our community. The community satisfaction surveys show increased acclamation of our services. Our human services and library are very highly regarded and all other services have shown an increase in community satisfaction.

Importantly, the shadow of underlying negative cash flows has been removed. This Council is financially viable and has balanced budgets for the foreseeable future.

Before I close let me thank our officers led by Annie Dunn and our General Management Team for their continued above standard contribution to this City. I must also pay tribute to the Councillors - every one works far too hard - and in all modesty claim that this is a brainy bunch. Finally, I would like to thank former Councillors, Liana Thompson, Freda Erlich, Christine Haäg, Luddy Stammer and Pat Brown for their contribution in the period covered by this report.

Councillor Dick Gross

MAYOR



Councillors

Leaders in local government for the City of Port Phillip.

Previous Council < 1996 / 1999 >

Councillor	Ward	Term as Councillor
PATRICIA BROWN OAM J.P.	Albert Park	16/3/96 - 20/3/99
FREDA ERLICH	Alma	16/3/96 - 20/3/99
DICK GROSS	Blessington	16/3/96 - 20/3/99 (returned to office)
CHRISTINE HAÄG	St Kilda	16/3/96 - 20/3/99 (retired)
LIZ JOHNSTONE	Ormond	16/3/96 - 20/3/99 (returned to office)
LUDWIG STAMER	Emerald Hill	16/3/96 - 20/3/99 (retired)
LIANA THOMPSON	Sandridge	16/3/96 - 20/3/99 (retired)

Current Council < 1999 / 2002 >



David Brand

Qualifications & experience >

Ward: St Kilda

Contact no. 0413 334 520

Date of election: 20/3/99

Date of retirement: 16/3/02

Cr. Brand is an architect who works from his home on the St Kilda Esplanade, where he has lived since 1983. He also teaches architectural history at Melbourne University and has taught design at RMIT. Cr. Brand originally trained and worked as a historian and returned to study architecture in the mid 1980s. He has worked for many years as a consultant on heritage, urban conservation and planning issues affecting St Kilda and the City of Port Phillip. He has also been a member of Council committees such as the Urban Character Study and Heritage Review Steering Committee and the Planning Advisory Committee. In 1998 he played a leading role in the Esplanade Alliance campaign that overturned a proposed thirty eight storey development on the Esplanade Hotel site. His work through the Esplanade Alliance was also instrumental in achieving major design revisions in the troubled redevelopment of the St Kilda Sea Baths during 1998 and 1999.



Dick Gross

Qualifications & experience >

Ward: Blessington

Contact no. 9209 6431

Date of election: 20/3/99

Date of retirement: 16/3/02

Cr. Gross is currently serving as Mayor and was the Mayor of the City in 1998/99. Cr. Gross trained as a lawyer and has a background in consumer and corporate law. He was co-founder and the first coordinator of the Consumer Credit Legal Service and has served on a number of government law reform committees dealing with consumer and debt recovery issues. Cr. Gross is also a broadcaster and author, including stints on SBS, the Nine Network, 3LO and 3AK, as well as writing for The Age and the Australian Jewish News. He now conducts his own business in financial investment.



Councillors

Responding to the needs of the community & making a difference.



Julian Hill

Qualifications & experience >

Ward: Sandridge

Contact no. 0419 886 541

Date of election: 20/3/99

Date of retirement: 16/3/02

Cr. Hill is completing a law degree at Monash University and works as an adviser to a Federal Member of Parliament, currently in the health policy area. He bought a house in his ward and moved in over two years ago, having lived around Port Phillip since 1992. Cr. Hill was endorsed by the ALP and is a member of the Community Alliance of Port Phillip. Cr. Hill has been active in political and community affairs, initially through education campaigns and other student political activities, and more recently through the ALP. He has held a number of positions with the ALP, including State Conference delegate from Melbourne Ports and President of the Elwood Branch.



Carolyn Hutchens

Qualifications & experience >

Ward: Albert Park

Contact no. 0413 334 522

Date of election: 20/3/99

Date of retirement: 16/3/02

Cr. Hutchens has lived in the Albert Park Ward for twenty six years. For the past eleven years, she has worked part time as a maternal and child health nurse. She has also worked as a nurse teacher in Papua New Guinea in the mid 1960s, as a research assistant in London at the Royal College of Surgeons and as a district nurse on her return to Melbourne. Cr. Hutchens has served as president of the South Melbourne Child Care Cooperative, the Middle Park Primary School Parents' Association and the Inner Bayside Counselling Service. She was a foundation member of Save Albert Park and its president for two years. She has also served on the South Melbourne YMCA Management Committee and was involved with the South Port Hospice program as a volunteer home visiting nurse.



Liz Johnstone

Qualifications & experience >

Ward: Ormond

Contact no. 0412 135 350

Date of election: 20/3/99

Date of retirement: 16/3/02

Cr. Johnstone has a background in accounting and small business. She has lived in her ward for the past twelve years, having previously lived in St Kilda, South Melbourne and Port Melbourne. Cr. Johnstone has a long involvement in local issues. She has been treasurer for local Out of School Hours Care Programs and childcare centres, and a founding member of the Elwood Canal Taskforce, Save Elwood Streets and the Elwood Community Bank. Cr. Johnstone is the last remaining Councillor from pre-amalgamation days, having served on the former St Kilda Council from 1992 to 1994. She is currently on the Boards of the Municipal Association of Victoria and Melbourne Fringe, is the current President of the Association of Bayside Municipalities and is active in the Australian Local Government Women's Association.



John Lewisohn

Qualifications & experience >

Ward: Emerald Hill

Contact no. 0417 364 656

Date of election: 20/3/99

Date of retirement: 16/3/02

Cr. Lewisohn is a lawyer with the formal qualifications of B.A., LL.B (Hons), LL.M., M.Tax, AJAMA. He works as a barrister and is also an accredited mediator and a graded mediator. He has been a part time lecturer on the law of companies. Cr. Lewisohn's work centres on commercial law issues and includes planning, property, tenancy, construction and consumer protection matters, both for individuals and corporate entities. Cr. Lewisohn's involvement in local community affairs has included working on a voluntary basis on issues concerning traffic, parking and planning, as well as helping safeguard local residential interests. He also led the legal fight which prevented the high-rise development of historic Lanark Terrace. Cr. Lewisohn is also a member of several recreational organisations within the City.



Darren Ray

Qualifications & experience >

Ward: Alma

Contact no. 0413 334 523

Date of election: 20/3/99

Date of retirement: 16/3/02

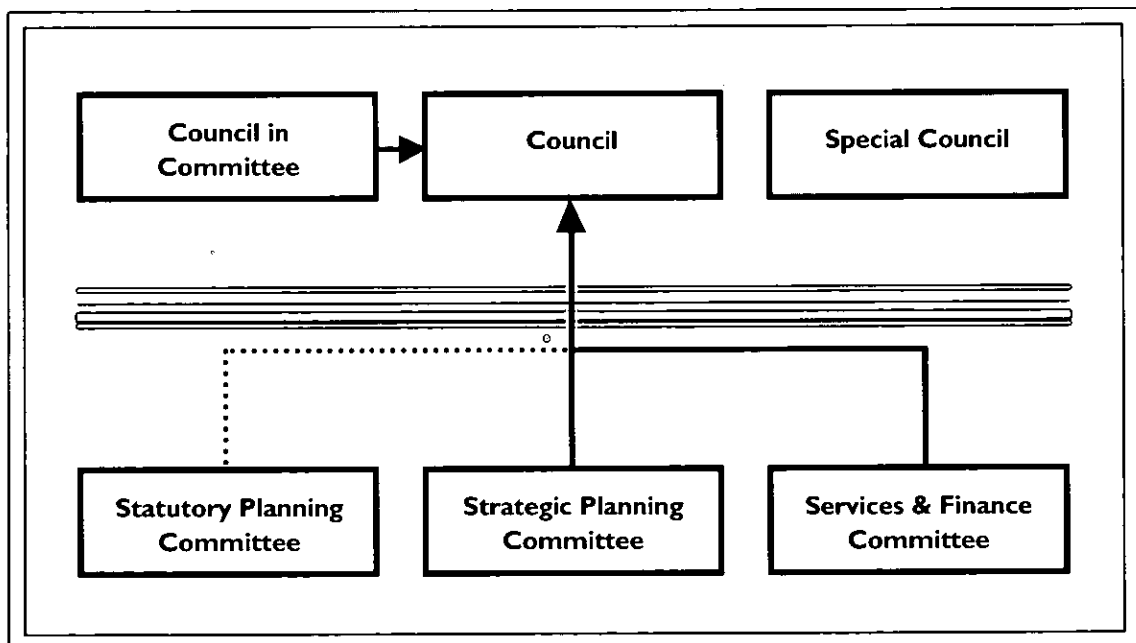
Cr. Ray comes from a long line of Jewish relatives and has lived in the Alma Ward for approximately two years. He is currently Coordinator of North West Youth and Family Services which is a Youth Refuge and Family Reconciliation Program. Prior to this, Cr. Ray was the Executive Officer of the ALSO Foundation, responsible for gay, lesbian and allied community fundraising and community development. Cr. Ray's other career highlights include eight years as a personal assistant to State and Federal Members of Parliament and marketing positions with large hotels and entertaining venues in the hospitality industry in Western Australia. As well as a broad range of commercial skills, Cr. Ray brings over twelve years experience in community activism to Council. He has been involved in many groups and is currently a Victorian delegate to the National Youth Coalition for Housing.

Council & Committees

Council decisions are made through a series of Council and Committee meetings. The 1998/99 Council/Committee structure is explained below.

Full details of Council's meeting procedures are outlined in Port Phillip City Council Local Law No. 6.

< Council / Committee Structure >



Statutory Planning Committee

Chair (July 1998 - March 1999):

Cr. Pat Brown and Cr. Liana Thompson

Chair (April 1999 - June 1999):

Cr. Dick Gross and Cr. Julian Hill

This committee has been established under Section 86 of the Local Government Act 1989. This means that Council can delegate certain powers to the committee and decisions made under that delegation are effectively decisions of the Council. Council's regular meeting cycle includes two Statutory Planning Committee meetings per month.

The purpose of Statutory Planning Committee meetings is:

- > to address urban planning issues, including planning applications and planning scheme amendments;
- > to ensure planning applications are processed within statutory time limits and under appropriate delegations within Council policies; and
- > to monitor all aspects of Victorian Civil and Administrative Tribunal decisions.

Strategic Planning Committee

Chair (July 1998 - March 1999):

Cr. Freda Erlich

Chair (April 1999 - June 1999):

Cr. Liz Johnstone

This committee does not have delegated powers, but can make recommendations which are then referred to the Council meeting for ratification. Council's regular meeting cycle includes one Strategic Planning Committee meeting per month.

The purpose of Strategic Planning Committee meetings is:

- > to consider strategies, policies and projects relating to the natural and built environment and the economic development of the City.

Services & Finance Committee

Chair (July 1998 - March 1999):

Cr. Christine Haäg and Cr. Liz Johnstone (deputy)

Chair (April 1999 - June 1999):

Cr. Darren Ray

This committee does not have delegated powers, but can make recommendations which are then referred to the Council meeting for ratification. Council's regular meeting cycle includes one Services and Finance Committee meeting per month.

The purpose of Services and Finance Committee meetings is:

- > to consider strategies, policies and projects related to human services;

- > to monitor and review the delivery of Council services to the City;
- > to consider and review financial strategies and policies for the Council;
- > to ensure that statutory requirements within the Local Government Act 1989 are met; and
- > to monitor the implementation of the corporate plan and the community plan.

Council in Committee

Chair (July 1998 - March 1999):

Cr. Ludwig Stamer

Chair (April 1999 - June 1999):

Cr. Dick Gross

This committee is used for urgent items. Council in Committee meetings are held as required.

The purpose of Council in Committee meetings is:

- > to address important legal matters;
- > to deliberate on the Budget;
- > to review all aspects of delegations (impacts and effects);
- > to address any major organisational issues; and
- > any matters affecting the Council and for which some committee level deliberation is required.

It should be noted that this committee structure will be superseded with a new structure in August 1999.

Council

Chair (July 1998 - March 1999):

Cr. Dick Gross

Chair (April 1999 - June 1999):

Cr. Dick Gross

Council's regular meeting cycle includes one full Council meeting per month.

The purpose of Council meetings is:

- > to adopt, amend or reject the recommendations from committees and address urgent business, subject to the provisions of the Port Phillip City Council Local Law No. 6 which relates to Council meetings procedures; and
- > to receive reports from Councillors as delegates on external bodies.

Special Council

Chair (July 1998 - March 1999):

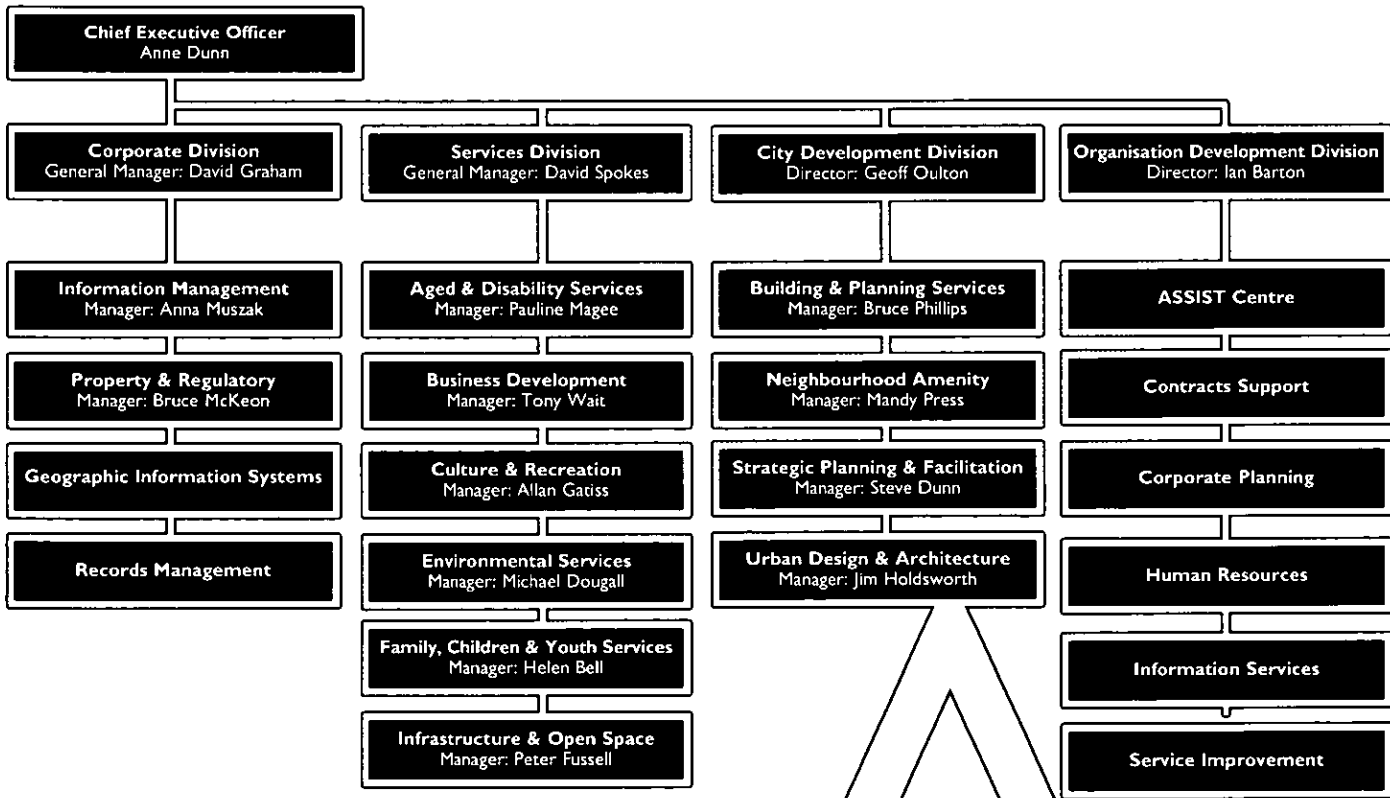
Cr. Dick Gross

Chair (April 1999 - June 1999):

Cr. Dick Gross

Special Council meetings are held as required to consider special matters.

< Administrative Structure >



Council Activities

SERVICES DIVISION

The Services Division plans for and provides services which satisfy the community, and provides leadership in articulating community aspirations. It is responsible for delivering quality services to ratepayers, residents and businesses, ensuring value for money from the delivery of these services and managing Council's assets and infrastructure.

Aged & Disability Services

Services provided:

- > Home support
- > Home maintenance
- > Respite care
- > Delivered and centre-based meals
- > Community meals subsidy
- > Advocacy for the aged and disabled
- > Adult day care, social support and recreation
- > Special needs recreation access services
- > Policy, planning and advice to Council and community agencies

The Aged and Disability Services Unit ensures that an appropriate range of quality in-home, community and centre-based services are available for aged and disabled residents of the City of Port Phillip. Services are provided to frail, aged and disabled residents and their carers, families and individuals in crisis, residents nutritionally at risk and residents who are socially isolated within the community.

In the 1998/99 financial year, outputs by the Aged and Disability Services Unit included:

- > 83,241 hours home care and home maintenance
- > 2,672 hours assessment and care management
- > 11,446 hours adult day activities and social support
- > 122,051 centre-based and delivered meals

Major Achievement

The development of 'Inner South East Partnership in Community Health', a sub-regional Primary Health and Community Services (PHACS) demonstration project proposal involving thirty eight agencies

Business Development

Services provided:

- > New business development
- > Provision of strategic business advice and support
- > Bid preparation assistance for internal and external contracts
- > Facilitation of joint ventures
- > Competitor benchmarking and industry analysis

The Business Development Unit pursues new business opportunities for Council and provides support to Council's internal business units.

In the 1998/99 financial year, outputs by the Business Development Unit included:

- > Supported 12 in-house bids or bids by the City of Port Phillip for external contracts
- > Completed year end profit declarations for 28 business units

Major Achievement

Facilitated the establishment of a joint venture partnership between the City of Stonnington and the City of Port Phillip's Cleansing Services

Culture & Recreation

Services provided:

- > Library services
- > Neighbourhood and community centres
- > Recreational services, including school holiday programs and adventure playgrounds
- > Management of cultural activities, festivals and events
- > Management of exhibition and work space for artists
- > Function facilities and meeting room facilities

The Culture and Recreation Unit ensures that the community is enriched by its experience of cultural and recreational programs. Its services are directed at residents and visitors, sporting and recreation clubs, artists and commercial operators utilising facilities within the City.

Council Activities

In the 1998/99 financial year, outputs by the Culture and Recreation Unit included:

- > 1,066,351 items borrowed from 5 library branches, involving 648,510 visits
- > 5 major festivals
- > Disbursement of \$100,000 in grants supporting cultural/artistic innovations within the City of Port Phillip

Major Achievement

The excellence of the Gasworks Park program was recognised through the 1999 Art's Victoria Local Government and the Arts Leadership Awards, and a service agreement was developed between Council's Cultural Programs Board and Gasworks Park Inc. to enable community management of the Gasworks Park complex

Environmental Services

Services provided:

- > Waste management, including collection of domestic refuse, recyclables, hard and green waste and public litter bin refuse
- > Transfer station operation and waste disposal management
- > Waste minimisation education
- > Street, beach and drain cleaning
- > Stormwater drainage maintenance
- > Weed spraying programs
- > Fleet management and maintenance

The Environmental Services Unit maintains a clean, safe and healthy environment for the City, its community and its visitors. Its service users include residents and businesses, shopping centre traders, visitors and tourists. Fleet services are primarily provided to other internal service units.

In the 1998/99 financial year, outputs by the Environmental Services Unit included:

Waste Management

- > 24,318 tonnes of waste (including 17,158 tonnes of domestic refuse) collected
- > 5,440 tonnes of wastepaper and cardboard and 3,920 tonnes of co-mingled products (glass and plastics etc.) collected from residential and commercial premises
- > 660 public litter bins emptied an average of 3 times per week
- > Approximately 1,000 users of the transfer station for waste and recycling per month

- > 2 hard and green waste collections across the City produced 590 tonnes of rubbish, 170 tonnes of green waste, and 85 tonnes of recyclable metals

Cleaning

- > 1,500 kilometres of local street and arterial road channels swept per month
- > 243 hectares of shopping centre footpaths swept per month
- > 4.4 hectares of laneways swept and cleaned per month
- > 80 hectares of beach sanded areas cleaned per month during the summer season
- > 1,360 stormwater drainage pits cleaned per month

Major Achievement

Upgrade of the Port Phillip Transfer Station to make it more user-friendly, including weather protection, improved recycling facilities and an education centre

Family, Children & Youth Services

Services provided:

- > Child care and education, including day care, occasional care, home-based care and kindergartens
- > Child and family health services, including maternal and child health and pre-school dental service
- > Support services such as in-home support, duty service/emergency relief, foster care and youth services
- > Policy, planning and community development

The Family, Children and Youth Services Unit provides services to support children, young people and families. Some services are directed to all residents with children of an appropriate age while others are targeted to families with particular needs.

In the 1998/99 financial year, outputs by the Family, Children and Youth Services Unit included:

- > 449 families used centre-based or home-based child care services
- > 178 families accessed the family support program
- > 1,170 children seen at pre-school dental clinics
- > 1,112 enrolments for maternal and child health services
- > 3,002 clients accessed emergency relief

Major Achievement

Responded to the diverse needs of the Port Phillip community through a specifically targeted maternal and child health outreach program in private hotels and the St Kilda Crisis Centre, and the development and launch of a Memorandum of Understanding with the Port-Phillip Indigenous Community

Infrastructure & Open Space

Services provided:

- > Project and contract management
- > Physical infrastructure planning, strategic asset management and risk evaluation
- > Civil infrastructure design, construction and maintenance
- > Management of the South Melbourne Market

The Infrastructure and Open Space Unit shapes civic places throughout the City of Port Phillip through the development and maintenance of roadways, drainage, flora, furniture and signage in the City's landscapes, seascapes and streetscapes. Its service users include residents and businesses, shopping centre traders, visitors and tourists.

In the 1998/99 financial year, outputs by the Infrastructure and Open Space Unit included:

- > \$3,532,000 spent on roads
- > \$460,000 spent on footpaths
- > 12 kilometres of on and off road bicycle paths/lanes created
- > 140 kilometres of drains inspected for renewal program
- > 19 street lights upgraded and made more economical

Major Achievement

Introduction of Strategic Asset Management Planning (STAMP)

CITY DEVELOPMENT DIVISION

The City Development Division is responsible for maintaining and enhancing the look, feel and sustainability of the City and its communities through excellent standards of design, sound strategic planning and the delivery of high quality and value added services in development approvals, health, traffic and land use management and enforcement.

Building & Planning Services

Services provided:

- > Building governance, regulation and certification
- > Statutory planning in relation to land use, development and subdivision proposals
- > Advice and advocacy

The Building and Planning Services Unit aims to ensure safe building practices and ensures that any changes to the building fabric are appropriate. It provides advice and direct services to consultants, builders, developers, traders, ratepayers and residents on building and planning matters. It also provides guidance to objectors.

In the 1998/99 financial year, outputs by the Building and Planning Unit included:

Building

- > 430 building permits issued
- > 3,200 building inspections undertaken
- > 3,200 property enquiry responses
- > 90 emergency/dangerous situations investigated
- > 220 responses to illegal/legal works

Planning

- > 1,850 planning and subdivision decisions made
- > 160 appeals contested
- > 20,000 counter enquiries
- > 80,000 telephone enquiries
- > 115 planning consultations

Major Achievement

Contracts for the provision of Building and Planning Services re-awarded to Council's in-house team and the Royal Australian Planning Institute award for 'Planning Excellence - Local Government Planning Process' presented to the City of Port Phillip

Neighbourhood Amenity

Services provided:

- > Neighbourhood amenity improvement
- > Traffic management and parking regulation
- > Public health and safety, food surveillance and infectious disease prevention
- > Animal management
- > Multicultural and cross-cultural liaison

The Neighbourhood Amenity Unit enhances the community's health, safety and amenity by providing integrated services to residents, ratepayers and businesses, and visitors such as motorists, workers and tourists. It also provides services to government authorities and non-government and community organisations.

In the 1998/99 financial year, outputs by the Neighbourhood Amenity Unit included:

- > 30,000 parking permits issued
- > 60 parking precinct plans/parking reviews developed
- > 50,000 community bus patrons served
- > 25 school crossings supervised each day
- > 5,185 pre-school children & 1,300 school age children immunised

Major Achievement

Preparation of a Five Year Health Promotion Plan

Council Activities

Strategic Planning & Facilitation

Services provided:

- > Strategic land use planning and facilitation
- > Planning scheme reform
- > Business and economic development
- > Community housing program
- > Neighbourhood development projects

The Strategic Planning and Facilitation Unit works with Council and the community to plan for the future of the City. It provides services to residents and ratepayers, business operators and employees, visitors and tourists, members of the development industry, commuters and other authorities and government agencies.

In the 1998/99 financial year, outputs by the Strategic Planning and Facilitation Unit included:

- > 6 neighbourhood forums attended by over 600 people
- > Staging of 6 'think tents' in local shopping centres to consult the community about shopping centre improvements
- > Production of the Port Phillip Design Manual for new buildings
- > Completion of 6 shopping centre management plans

Major Achievement

Neighbourhood Amendment C5, the culmination of extensive neighbourhood based dialogue, Heritage and Urban Character Studies and a review of height controls, which proved significant in Council's negotiations with State Government about height limits on Port Phillip's foreshore

Urban Design & Architecture

Services provided:

- > Urban design, streetscape, architectural, landscape and environmental guidelines and advice
- > Management of major projects and nominated capital works projects
- > Implementation of Council's Sustainable Development Strategy
- > Urban Arts and Design and Development Awards programs

The Urban Design and Architecture Unit enhances the physical environment of the City by providing services to community groups, residents and ratepayers, the business community, developers, workers and visitors, and the natural community of flora and fauna.

In the 1998/99 financial year, outputs by the Urban Design and Architecture Unit included:

- > Advice on over 140 applications

Major Achievement

Completion of research regarding the feasibility of undergrounding of overhead electricity and telecommunications cables

CORPORATE DIVISION

The Corporate Division safeguards the ongoing health, prosperity and relevance of the City of Port Phillip through direct service delivery to external clients and support of other service providers throughout the organisation. The Division also carries out the governance functions required of the City of Port Phillip.

Information Management

Services provided:

- > Information systems
- > Accounts payable, accounts receivable and purchasing
- > Management and statutory reporting, budgeting and general ledger system
- > Revenue management and cashiering
- > Internal audit activities

The Information Management Unit provides sound financial and information systems support for the organisation. Its service users are primarily other internal service units, although some services are provided directly to external parties.

In the 1998/99 financial year, outputs by the Information Management Unit included:

- > 880 people naturalised at Citizenship ceremonies
- > \$37 million in rate income collected from 45,000 assessments
- > 65% of creditor invoices paid within 30 days
- > 95% of debtor income received within 45 days
- > 450 personal computers maintained

Major Achievement

Recognised as an industry leader in Y2K testing

Geographic Information Systems

Services provided:

- > Development of Council's Geographic Information System for computer-based mapping and information analysis
- > Maintenance of digital data and software
- > Training of staff in use of the Geographic Information System

The Geographic Information Systems Unit fulfils the geographical information needs of the organisation. Its service users are primarily other internal service units although information and maps are also provided to external parties.

In the 1998/99 financial year, outputs by the Geographic Information Systems Unit included:

- > System expanded to approximately 80 staff members

Major Achievement

Integration of the Geographic Information System with Council's new corporate property system and commencement of a detailed Open Space Mapping Project

Property & Regulatory

Services provided:

- > Asset and property management
- > Valuations
- > Building maintenance
- > Insurance
- > Risk and insurance claims management
- > Compulsory competitive tendering compliance
- > Statutory functions

The Property and Regulatory Unit preserves Council's assets and supports the statutory activities of Council. Its service users are primarily Councillors and other internal service units.

In the 1998/99 financial year, outputs by the Property and Regulatory Unit included:

- > 2,924 supplementary valuations
- > 386 building maintenance cases closed
- > 21 Freedom of Information requests processed
- > 189 insurance claims finalised

Major Achievement

Adoption of risk management strategies across the whole organisation and inclusion of these strategies into second round contracts

Records Management

Services provided:

- > Record keeping and management
- > Mail management

The Records Management Unit satisfies the organisation's records management needs through the strategic development and evolution of its records management systems. Its service users are primarily other internal service units.

In the 1998/99 financial year, outputs by the Records Management Unit included:

- > 310,190 pieces of outgoing mail
- > 25,621 mail items registered
- > 2,278 file creations
- > 36,656 file movements

Major Achievement

Implementation of a new records management system for paper-based and electronic documents

ORGANISATION DEVELOPMENT DIVISION

The Organisation Development Division meets the organisational development needs of business and service units. It aims to facilitate a strategic approach to organisational change and to contribute to the implementation of service unit initiatives in a well informed manner. Through the ASSIST Centre, the Organisation Development Division is also the public face of the organisation.

ASSIST Centre

Services provided:

- > Provision of switchboard and reception services
- > Call Centre services, including provision of advice and information
- > Service request and complaint resolution
- > Parking permits to eligible residents

The ASSIST Centre provides a service centre which the community can access either in person at the Port Melbourne, South Melbourne or St Kilda Town Halls, or by telephone, email or in writing. The ASSIST Centre operates a request management system that logs all service requests. This provides a tracking mechanism to monitor the progress of all requests to ensure that answers are provided within an appropriate timeframe. The information from this system is crucial in making Council aware of problems that exist within the City.

In the 1998/99 financial year, outputs by the ASSIST Centre included:

- > 65,946 telephone enquiries handled
- > 47,178 visitors to Town Halls served
- > 3,792 complaints satisfactorily resolved

Major Achievement

ASSIST Centre now staffed by several multi-lingual officers, covering Russian, Japanese, Italian, Mandarin, Cantonese, German, Greek and several Indian dialects

Contracts Support

Services provided:

- > Contract administration training, support and advice
- > Consultancy and support to Council's Contracts Committee
- > Establishment and review of contract performance indicators
- > Establishment of audit trails to defend claims of maladministration or lack of probity

The Contracts Support Unit ensures organisational compliance with the Victorian Code of Tendering and other related laws and regulations. Its service users are primarily other internal service units.

Major Achievement

Adoption of Tender Timetable by newly established Contracts Committee

Council Activities

Corporate Planning

Services provided:

- > Development and monitoring of Council's corporate plan
- > Support of service and business planning across the organisation
- > Market research
- > Complaint/request information management systems

The Corporate Planning Unit helps guide Council's directions and priorities through the corporate and business planning processes and monitors the organisation's progress against its set goals. It provides services to Councillors, senior management, staff and the Port Phillip community.

Major Achievement

Establishment of a new series of Key Result Areas (KRAs) for the organisation in consultation with the new Councillors and the reinforcement of a matrix management structure

Human Resources

Services provided:

- > Industrial and employee relations
- > Human resources policy development and dissemination
- > Workforce planning
- > Recruitment
- > Staff performance management and review
- > Employee assistance and outplacement support
- > Equal employment opportunity program
- > Occupational health and safety consulting
- > WorkCover claims management
- > Remuneration packaging, payroll and superannuation

The Human Resources Unit provides employment support, advice and training to staff. It is also responsible for handling employee relations issues, recruitment, performance planning and review as well as developing Council's Enterprise Agreement.

In the 1998/99 financial year, outputs by the Human Resources Unit included:

- > WorkCover premiums reduced by \$130,000
- > 8 human resources policies reviewed/developed
- > Recruitment of 40 new full time workers

Major Achievement

Negotiated and had certified Local Area Work Agreements (LAWAs) for Home-Based Child Care and Information Systems workers

Information Services

Services provided:

- > Provision of information regarding Council services, programs and facilities
- > Development of telephone and front of house strategies

The Information Services Unit ensures that information about Council services is appropriately targeted and accessible to the community. It also has a role in improving internal communication within the organisation. The Unit provides services to anyone wanting information about the City of Port Phillip and to other internal service units.

In the 1998/99 financial year, outputs by the Information Services Unit included:

- > 9 editions of 'Community Update' published
- > 7 Neighbourhood Newsletters published
- > 10 radio programs produced
- > 50 corporate newspaper columns written and published
- > 1 website for the Port Phillip organisation established

Major Achievement

Staged a highly interactive Open Day, attended by over 2,500 City of Port Phillip residents and ratepayers, promoting Council services and their achievements, and established a Community Information Database

Service Improvement

Services provided:

- > Management systems consulting to support service improvement
- > Training and development in key learning areas

The Service Improvement Unit drives service improvement initiatives across the organisation. Its service users are primarily other internal service units.

In the 1998/99 financial year, outputs by the Service Improvement Unit included:

- > Leadership Program completed by over 70 staff

Major Achievement

Conduct of an organisational wide consultation process to provide feedback to incoming Councillors

Performance Statement

Notes to and forming part of the Performance Statement for 1998/99

In accordance with statutory requirements Council must collect and publish information regarding financial performance, operating costs and community satisfaction to enable comparability with other local government.

The use of performance indicators is to facilitate the achievement of an improved capacity to objectively measure council performance leading to a better set of relationships between state and local government, and better informed local communities.

Since 1997/98, there has been a requirement for Councils to adopt an annual business plan as part of its corporate planning cycle and to include in its annual report a statement of performance against the targets set in the annual business plan.

As this is the first year that the performance statement has appeared in local government annual reports, there are no comparative details showing the previous year's results.

Common Terms

The majority of the terms used in the performance statement are the same as those used in the financial statements, however some of the terms are different. A full and detailed explanation of each indicator, how it is calculated, its purpose and interpretation etc., can be found in the 'Explanatory Guide' which is available from the Council.

Short explanations of the 'different' terms used are listed below:

Assessments - rate notices

Budget - the originally published budget of the Council

Capital Expenditure - the amount capitalised to the balance sheet (i.e. the aggregate additions to non current assets for the year) and contributions by Council to major assets not owned by Council

Capital Improved Value - the sum which land, might be expected to realise, at the time of valuation, if offered for sale on any reasonable terms and conditions, which a genuine seller might in ordinary circumstances be expected to require. This applies to all property sectors

Customer Satisfaction Ratings - indexed mean of 350 respondents' answers in a survey, conducted by the independent strategic research consultants Newton Wayman Research, asking them to rate Council's performance

The indexed mean is a weighted score across five performance ratings being:

100	>	for an excellent/outstanding performance
80	>	a good/high standard
60	>	adequate/acceptable
40	>	needs some improvement
20	>	needs a lot of improvement

Internal Funding - the sum of the operating surplus before abnormal items, depreciation of all assets and transfers from reserves, less profit/(loss) on asset sales

Median Residential Property - the 'mid point' of the values for residential properties such that exactly half of the values of residential properties have greater values than that point or dollar figure and half have smaller values, it is not the average (or arithmetic mean)

Net Recurrent Expenditure - recurrent expenditure less recurrent grants for specific purposes

Non Recurrent Depreciation - depreciation on infrastructure and heritage assets only

Non Recurrent Items - profit/(loss) on asset sales, grants for specific purposes and depreciation on infrastructure and heritage assets

Population - estimated total residential population of the municipality as at 30 June of the previous year, as published by the ABS in 'Regional Population Growth' catalogue no. 3218.0 or 'Population by Age and Sex' catalogue no. 3235.2

Rates & Charges-Declared - rates and charges declared as being receivable, in the calculations for the adopted rates, at the beginning of the year

Recurrent Expenditure - operating expenditure less non recurrent items such as depreciation on infrastructure and heritage assets

Recurrent Revenue - operating revenue less non recurrent items such as specific non recurrent (capital) grants; and profit/(loss) on sale of assets

Recurrent / Surplus Deficit - recurrent revenue less recurrent expenditure

Summary of Explanation of Variations

The more significant variations are explained as follows:

FP.1 % achievement of budgeted operating surplus/(deficit) - (154.87%) - the unfavourable variance of (254.87%) between actual and budgeted operating deficit is attributable to assets with a net book value of \$2.575m which had been transferred previously, but only now recognised in the accounts. Additionally, assets with a net book value of \$0.875m were demolished in order to commence work on a public housing project.

RM.6 Average rates and charges per assessment - residential - \$515.88 - the favourable variance of \$63.12 on the average rates and charges per assessment can be attributed to the increase in the number of rateable properties

OC.3 Net recurrent expenditure per assessment - \$1,450.89 - the net recurrent expenditure per assessment's unfavourable variance of \$218.89 is due to the increase in the recurrent operating expenditure throughout the financial year

Performance Statement

OFFICE OF LOCAL GOVERNMENT PERFORMANCE INDICATORS

< FOR THE YEAR ENDED 30 JUNE 1999 >

Annual Plan Indicators		Actual Performance compared to Annual Business Plan		
Financial Performance		Actual Result 1998/99	Annual Business Plan Target 1998/99	Difference
FP.1	% achievement of budgeted operating surplus/(deficit) (actual against original budget)	-154.87%	100.00%	-254.87%
FP.2	Operating surplus/(deficit) as a % of total recurrent revenue	-1.31%	2.00%	-3.31%
FP.3	% change in net assets from previous year	18.20%	0.00%	18.20%
FP.4	Working capital ratio current assets as a % of current liabilities	196.44%	157.00%	39.44%
FP.5	Total debt servicing costs as a % of rates and charges revenue	2.54%	5.29%	-2.75%
FP.6	% of rates, fees and charges outstanding at 30 June 1999	3.33%	2.54%	0.79%
Community Satisfaction		Customer Satisfaction Measurement Program April 1999 Indexed Mean	Annual Business Plan Target 1998/99	Difference
CS.1	Community satisfaction rating for overall performance generally of the Council	66	70	-4
CS.2	Community satisfaction rating for overall performance in key service areas and responsibilities	63	No target set	N/A
CS.2.1	Community satisfaction rating for local roads and footpaths	58	62	-4
CS.2.2	Community satisfaction rating for health and human services	65	66	-1
CS.2.3	Community satisfaction rating for recreational facilities	71	74	-3
CS.2.4	Community satisfaction rating for appearance of public areas	66	66	0
CS.2.5	Community satisfaction rating for traffic management and parking facilities	56	56	0
CS.2.6	Community satisfaction rating for waste management services	71	72	-1
CS.2.7	Community satisfaction rating for enforcement of local laws	60	63	-3
CS.2.8	Community satisfaction rating for economic development	61	62	-1
CS.2.9	Community satisfaction rating for town planning policy and approvals	56	55	1
CS.3	Community satisfaction rating for Council's interaction and responsiveness in dealing with the public	71	72	-1
CS.4	Community satisfaction rating for Council's advocacy and community representation on key local issues	64	69	-5

Annual Plan Indicators**Actual Performance compared to
Annual Business Plan**

Rates Management		Actual Result 1998/99	Annual Business Plan Target 1998/99	Difference
RM.1	% movement in rates and charges revenue from previous year	12.69%	9.72%	2.97%
RM.2	Rates and charges revenue per assessment	\$813.62	\$809.00	\$4.62
RM.3	Rates and charges revenue per capita	\$473.98	\$479.00	-\$5.02
RM.4	Rates and charges revenue as a % of capital improved value (CIV) - total	0.31%	0.43%	-0.12%
RM.5	Rates and charges declared on the median property value - residential	\$643.40	\$793.00	-\$149.60
RM.6	Average rates and charges per assessment - residential	\$515.88	\$579.00	-\$63.12
RM.7	Rates and charges declared as a % of capital improved value (CIV) - farms	N/A	N/A	N/A
RM.8	Rates and charges declared as a % of capital improved value (CIV) - commercial/industrial	0.48%	0.46%	0.02%
RM.9	Rates and charges revenue as a % of total recurrent revenue	52.23%	54.50%	-2.27%
RM.10	General purpose grants per capita	\$17.59	\$13.00	\$4.59
Capital Expenditure		Actual Result 1998/99	Annual Business Plan Target 1998/99	Difference
CE.1	Capital expenditure per assessment	\$222.19	\$185.00	\$37.19
CE.2	Recurrent surplus/(deficit) as a % of capital expenditure	49.45%	65.58%	-16.13%
CE.3	% of capital expenditure, internally funded	76.20%	100.00%	-23.80%
CE.4	% achievement of capital program	100.02%	100.00%	0.02%
CE.5	Ratio of capital expenditure to total depreciation	1.35	1.08	0.27
Operating Costs		Actual Result 1998/99	Annual Business Plan Target 1998/99	Difference
OC.1	% change in net recurrent expenditure per assessment from previous year	0.0001%	3.97%	-3.97%
OC.2	% change in net recurrent expenditure per capita from previous year	-5.94%	3.97%	-9.91%
OC.3	Net recurrent expenditure per assessment	\$1,450.89	\$1,232.00	\$218.89
OC.4	Net recurrent expenditure per capita	\$845.23	\$729.00	\$116.23

Performance Statement

COUNCIL APPROVAL OF THE PERFORMANCE STATEMENT

In our opinion, the accompanying performance statement of the Port Phillip City Council in respect of the 1998/99 financial year is presented fairly in accordance with the Local Government Act 1989.

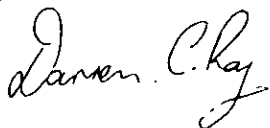
The statement outlines the performance targets and measures which Council is required by statute to publish as part of the annual report.

Council's corporate plan set out these measures in relation to the achievement of the business plan for the 1998/99 financial year. The corporate plan also included many performance indicators above and beyond those required by the Local Government Branch.

As at the time of signing, we are not aware of any circumstance which would render any particular in the statement to be misleading or inaccurate.



Dick Gross
MAYOR AND COUNCILLOR
Dated: 29/9/99



Darren Ray
COUNCILLOR
Dated: 29/9/99

AUDITOR-GENERAL'S REPORT ON PERFORMANCE STATEMENT



To the responsible Ministers and the Councillors of Port Phillip City Council

Audit Scope

The accompanying performance statement of the Port Phillip City Council in respect of the 1998-99 financial year has been audited. The Councillors are responsible for the preparation and presentation of the statement and the information it contains. An independent audit of the statement has been carried out in order to express an opinion on the statement to the responsible Ministers and the Councillors as required by the *Local Government Act 1989*.

The *Local Government Act 1989* requires the performance statement to outline the performance targets and measures set out in relation to the achievement of the business plan as described in the council's corporate plan submitted to the responsible Minister and to describe the extent to which the business plan was met having regard to those targets and measures.

The audit has been conducted in accordance with Australian Auditing Standards to provide reasonable assurance as to whether the performance statement is free of material misstatement. The audit procedures included an examination, on a test basis, of evidence supporting the amounts and other disclosures in the statement. These procedures, which did not extend to an assessment of the relevance or appropriateness of the performance measures contained within the statement, have been undertaken to form an opinion as to whether, in all material respects, the performance statement is presented fairly in accordance with the *Local Government Act 1989*.

The audit opinion expressed in this report has been formed on the above basis.

Qualification

The Port Phillip City Council has submitted to the responsible Minister a corporate plan incorporating a business plan for the 1998-99 financial year, including the performance targets and measures by which the Council's performance may be judged in relation to the achievement of the business plan. However, contrary to the requirements of the *Local Government Act 1989*, the performance statement does not include the majority of the performance targets and measures set out in the Council's business plan.

Qualified Audit Opinion

In my opinion, because of the effect of the matter referred to above, the performance statement of the Port Phillip City Council for the 1998-99 financial year is not presented fairly in accordance with the *Local Government Act 1989*. However, the performance statement, which incorporates only some of the performance targets and measures included in the Council's business plan, is supported by appropriate records of results achieved in respect of the financial year.

MELBOURNE
7 /10/ 1999


K. G. Hamilton
Acting Auditor-General

Human Resources

EQUAL OPPORTUNITY PROGRAM INFORMATION

An Equal Employment Opportunity Strategy has been developed to provide a general guide for the organisation. This ongoing program is supported by the Senior Management Team and has the main objective of promoting a work environment characterised by positive morale, a sense of justice and fair play and an absence of bias, harassment and intimidation.

In supporting this objective, the City of Port Phillip has undertaken various activities as outlined below:

- > The recently signed Memorandum of Understanding with the indigenous community which includes an Indigenous Recruitment Strategy, demonstrates the City's commitment to sustainable employment and career opportunities for indigenous people by proposing to employ eighteen indigenous people into permanent positions over a three year period.
- > The City of Port Phillip continues to recognise the challenges that face individuals as they balance their work and family responsibilities. To this end, the City of Port Phillip has committed, through enterprise bargaining negotiations, to raise awareness of work/family issues and promote a more innovative and flexible approach to the way employees are managed.
- > The organisation has proactively provided equal employment opportunity training specifically related to the differing needs of various service units and the needs continuously evolving within the community. The intention is to extend the training being offered to cover a wider range of topics and a broader cross section of staff. It is planned to provide training on disability awareness, gay and lesbian awareness, indigenous issues, cross cultural awareness and topics specifically relating to sexual harassment and expected behaviour within the workplace.
- > The City of Port Phillip recruitment and selection procedures are clearly documented and a comprehensive Recruitment and Selection Kit is available for all employees involved in recruiting a new employee. General equal employment opportunity principles are clearly reflected in the Recruitment and Selection Kit. Selection is based on merit, and Human Resources specialists are involved to ensure the processes are adhered to.

- > All policies, position descriptions, advertisements and formal documents are reviewed to ensure that appropriate language is used.
- > The City of Port Phillip is committed to providing relevant and inclusive services for all of the City's diverse citizens, visitors and staff. The City has undertaken to promote opportunities for community and cultural development as well as to develop services which are responsive to the needs of our culturally and linguistically diverse community. As a result, all service planning and development is based on understanding the needs of the multicultural community.
- > The City of Port Phillip also has a stated commitment to the promotion of a fair, just, tolerant and inclusive community. The Statement of Commitment supports and recognises the contribution of the lesbian and gay community. It upholds the right of all individuals to full access to all the services the City has to offer.

As stated on the bottom of all of our recruitment advertisements:

'The City of Port Phillip is proud of its diversity. We will actively encourage and develop it, both in the community and in our organisation.'

JOBS PROFILE INFORMATION

The following table outlines the number, classification and types of jobs within the City of Port Phillip organisation, including the numbers of staff of either sex and members of Council staff in designated groups.

Classification	Female Full Time	Female Part Time	Female Total	Male Full Time	Male Part Time	Male Total	Total for Class
Band 1	0	18	18	12	25	37	55
Band 2	1	7	8	26	3	29	37
Band 3	12	26	38	20	14	34	72
Band 4	33	16	49	30	2	32	81
Band 5	43	12	55	18	1	19	74
Band 6	13	5	18	17	0	17	35
Band 7	3	1	4	4	1	5	9
Band 8	0	0	0	1	0	1	1
SEO	29	2	31	41	0	41	72
Contract	5	1	6	14	0	14	20
CEO	1	0	1	0	0	0	1
Child Care Workers	30	50	80	1	0	1	81
Maternal Nurses	3	8	11	0	0	0	11
Apprentices/Trainees	2	0	2	0	0	0	2
Temporaries	8	10	18	3	2	5	23
Miscellaneous	0	49	49	3	13	16	65
Total	183	205	388	190	61	251	639

<Figures correct as at 30 June 1999>

Non English speaking background	not available
Aborigines/Torres Strait Islanders	2
Disabled	not available
Women	388
TOTAL FOR ALL STAFF	639

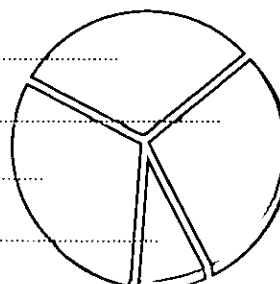
Jobs Profile Information

Female Full Time 29%

Male Full Time 30%

Female Part Time 31%

Male Part Time 10%



Statutory Information

YEAR 2000 COMPLIANCE

The Year 2000 (Y2K) issue or 'Millennium Bug' refers to the risk associated with computer systems and infrastructure failing to deal with dates beyond 31 December 1999. The resulting risk to the City of Port Phillip could be the inability to perform core business and supporting activities.

Council has been proactive towards the Y2K issue and has made a number of significant computer system enhancements which will considerably reduce the risk exposure of Council's critical business systems.

In addition, Council adopted a Y2K Compliance Plan in October 1998 which has been reviewed by Council's internal auditor and is constantly being revisited and updated to maintain its accuracy and relevance.

The Plan outlines a number of strategies including:

- > establishment of a Y2K Committee to oversee the implementation of the plan;
- > identification and analysis of all risk;
- > establishment of a Y2K test laboratory and test methodology;

- > identification of a detailed timetable of in-house testing;
- > commitment by Management to the Y2K compliance process and time lines; and
- > preparation of draft contingency plans for critical business systems.

Results achieved thus far include:

- > majority of critical business systems tested and found to be fundamentally compliant and significant 'work in progress' is being undertaken to achieve full compliance of the remaining systems;
- > draft contingency plans prepared to ensure the continuation of critical Council services;
- > remediation work undertaken regarding high priority business unit specific systems; and
- > development of an internal and external communication strategy.

Each Council is required to report monthly to the Department of Treasury & Finance's Risk Management Unit regarding the compliance status of its critical business systems and as at 30 June 1999, the Department has acknowledged the progress made by Council by giving the City of Port Phillip an overall rating of 'program on or ahead of schedule'.

LOCAL LAWS

The following list details local laws current at the end of the 1998/99 financial year.

Local Law Number	Subject	Date of Adoption/Last Amendment
1	Parking	20 September 1994
2	Markets	4 July 1995
3	Environment	4 July 1995
4	Street, Roads and Other Public Places	17 December 1995
5	Australian Grand Prix Local Access Only Zone	27 February 1996
6	Council Meetings Procedures	27 August 1997

PUBLIC DOCUMENTS

The following list details documents which are available for public inspection and the places where such information can be inspected or copies obtained.

Document	Place where Information can be Inspected or Copies Obtained
ACCOUNTS	
Operating statement.	Statement can be inspected at the St Kilda Town Hall. Contact the Financial Services Unit.
Statement of financial position.	Statement can be inspected at the St Kilda Town Hall. Contact the Financial Services Unit.
Notes to the financial statement.	Notes can be inspected at the St Kilda Town Hall. Contact the Financial Services Unit.
OTHER DOCUMENTS	
Details of current allowances fixed for the Mayor and Councillors.	Register can be inspected at the St Kilda Town Hall. Contact the Statutory Functions Unit.
Details of senior officers' total salary packages for the current financial year and the two previous financial years.	Register can be inspected at the St Kilda Town Hall. Contact the Statutory Functions Unit.
Details of overseas or interstate travel, with the exception of interstate travel to a neighbouring municipality, undertaken in an official capacity by Councillors or any member of Council staff in the previous 12 months.	Register can be inspected at the St Kilda Town Hall. Contact the Statutory Functions Unit.
Names of Council officers who were required to submit a return of interest during the financial year and the dates the returns were submitted.	Register can be inspected at the St Kilda Town Hall. Contact the Statutory Functions Unit.
Names of Councillors who submitted returns of interest during the financial year and the dates the returns were submitted.	Register can be inspected at the St Kilda Town Hall. Contact the Statutory Functions Unit.
Agendas for and minutes of ordinary and special meetings held in the previous 12 months 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.	Agendas and minutes can be inspected at the St Kilda Town Hall. Contact the Statutory Functions Unit.
A list of all major committees established by the Council and the purpose for which each committee was established.	Register can be inspected at the St Kilda Town Hall. Contact the Statutory Functions Unit.
A list of all major committees established by the Council which were abolished or ceased to function during the financial year.	Register can be inspected at the St Kilda Town Hall. Contact the Statutory Functions Unit.
Minutes of meetings of special committees established under Section 86 of the Act and held in the previous 12 months except where such minutes relate to parts of meetings which have been closed to members of the public under Section 89 of the Act.	Minutes can be inspected at the St Kilda Town Hall. Contact the Statutory Functions Unit.
Applications for enrolment on the voters' roll under Section 12 and 13 of the Act for the immediate past roll and the next roll being prepared.	Applications can be inspected at the St Kilda Town Hall. Contact the Rates Unit.
Register of delegations kept under Section 87 of the Act.	Register can be inspected at the St Kilda Town Hall. Contact the Statutory Functions Unit.
Register of delegations kept under Section 88 of the Act.	Register can be inspected at the St Kilda Town Hall. Contact the Statutory Functions Unit.
Submissions received under Section 223 of the Act during the previous 12 months.	Register can be inspected at the St Kilda Town Hall. Contact the Statutory Functions Unit.
Agreements to establish regional libraries under Section 196 of the Act.	<i>Not applicable.</i>
A register of all property, finance and operating leases involving land, buildings, plant, computer equipment and vehicles entered into by the Council as lessor or lessee.	Register can be inspected at the St Kilda Town Hall. Contact the Statutory Functions Unit.
Register of authorised officers appointed under Section 224 of the Act.	Register can be inspected at the St Kilda Town Hall. Contact the Statutory Functions Unit.

Organisations



ORGANISATIONS OF WHICH THE CITY OF PORT PHILLIP WAS A MEMBER

The following list details the names of the organisations of which the City of Port Phillip was a member during the 1998/99 financial year. It includes details of all membership fees and other amounts and services provided during that year to each such organisation by the Council.

Organisation	Service Provided by the Organisation to Council	Service Provided by Council to the Organisation	Membership Fees
Aged Care Victoria	Community care committee which advises Aged Care Victoria on policy, future directions etc.	NIL	N/A
Albert Park Strategic Advisory Committee	Group that provides strategic advice to Parks Victoria on issues relating to Albert Park Reserve	NIL	N/A
Alternative Technology Association	Quarterly magazine 'Renew' with educational and product information	NIL	\$40 pa
Art in Inner Melbourne	Inner city public contemporary art organisation	NIL	N/A
Arts Management Australia Group	Arts development and seminars	NIL	N/A
Association of Payroll Specialists	Professional development and seminars	NIL	\$475 pa
Association of Risk and Insurance Managers of Australasia	Professional body dealing with issues relating to risk management	NIL	\$150 pa
Association of Waste and Recycling Educators Victoria (AWARE VIC)	Provides peer support and professional development, regional, State and National networking	NIL	\$35 pa
Australasian Urban and Regional Information Systems Association (AURISA)	Disseminates and shares knowledge about spatial information systems	NIL	\$95 pa
Australian Coalition '99 Victoria	Promotes and coordinates the International Year of the Older Person in Victoria	NIL	N/A
Australian College of Health Service Executives	Training opportunities and networking	NIL	N/A
Australian Customer Service Association	Professional development and seminars	NIL	\$150 pa
Australian Early Childhood Association	Provision of information about early childhood	NIL	\$90 pa
Australian Film Institute	Film industry network to promote Australian films	NIL	\$60 pa
Australian Fire Protection Association	To keep up to date with fire protection issues and changes in the industry	NIL	\$300 pa
Australian Garden History Society	Journal, conferences and other functions	NIL	\$66 pa
Australian Human Resources Institute	Professional development and seminars	NIL	\$1,000 pa

Organisation	Service Provided by the Organisation to Council	Service Provided by Council to the Organisation	Membership Fees
Australian Institute of Building Surveyors	Professional development and seminars	NIL	\$300 pa
Australian Institute of Company Directors	Access to training, workshops etc.	NIL	\$250 pa
Australian Institute of Families	Publication - Family Matters	NIL	\$36 pa
Australian Institute of Management	Professional development and seminars	NIL	\$900 pa
Australian Libraries and Information Association	Professional development and exchange of information	NIL	\$800 pa
Australian Local Government Women's Association	Opportunity for women in local government to meet and discuss relevant issues	NIL	N/A
Australian Performing Rights Association	Licence to play live or recorded music in public	NIL	\$432 pa
Australian Quality Council	Peak industry body for quality management in Australia	NIL	\$2,052 pa
Australian Screen Culture Association	Provision of newsletters and exchange of information	NIL	\$550 pa
Australian Sister Cities Association	Provision of newsletters, conferences and sister cities advice	\$20 connection to the internet	\$400 pa
Australian Society of Archivists	Record management courses, conferences, professional development, publication of papers, special interest groups	NIL	\$185 pa
Bay Street Committee of Management	Manages proceeds of the Special Rate	NIL	N/A
Bayside Councils Association	Represents Council on issues associated with the Bay and provides technical support and advice on foreshore issues	NIL	\$950 pa
Bayside Linkages Reference Group	Monitors service delivery, service agreements, policy	NIL	N/A
Bicycle Victoria	Newsletters and magazines	NIL	\$40 pa
Bookplus User Group	Exchange of ideas and information	NIL	\$600 pa
Children's Book Council	Provision of information, newsletters etc.	NIL	\$60 pa
Children's Welfare Association of Victoria	Policy advice, advocacy to State and Federal Government, information, networking, media services	NIL	\$600 pa
Cities for Climate Protection Australia	Support for participation in the Cities for Climate Protection campaign including materials, training workshops, software	NIL	\$5,000 for 15 years
City of Port Phillip Indigenous Advisory Group	Provide policy advice to Council on Koorie community issues and opportunities, guide projects and initiatives, identifies needs and coordinates service system	NIL	N/A
Claremont Aged Hostel South Melbourne	Management of the hostel	NIL	N/A
Community Child Care Victoria	Federally funded organisation to help Outside School Hours Child Care Services	NIL	\$75 pa

Organisations

< continued >

Organisation	Service Provided by the Organisation to Council	Service Provided by Council to the Organisation	Membership Fees
Community Housing Federation of Victoria	Acts as a peak body for community housing organisations	NIL	\$520 pa
Council on the Ageing (Victoria)	Advisory and information service, bi-monthly newsletter and forums	NIL	\$100 pa
Department of Human Services Southern Region Youth Advisory Committee	Provide advice to the Minister on needs/issues for young people and input to policy development	NIL	N/A
Eastern Bayside Traffic Monitoring Committee	Monitors the impact of traffic along the bayside corridor and recommends measures to ameliorate the impacts of traffic	NIL	N/A
Elwood Canal Implementation Committee	Discussion regarding upgrading the Elwood Canal	NIL	N/A
Environmental Effects Statement - Webb Dock	Consultative committee for the preparation of the Environmental Effects Statement	NIL	N/A
Environs Australia	National Local Government environment network with provision for swapping ideas and experiences with various initiatives and newsletter/journal	NIL	\$150 pa
Fitzroy Street Traders Group	Attendance at meetings to discuss issues relevant to Fitzroy Street	NIL	N/A
Free Kindergarten Association Victoria	Advice, newsletters and information	NIL	\$30 pa
Gateway to the Bay	Examines all issues associated with the Gateway to the Bay proposal launched by the Department of Infrastructure	NIL	N/A
Greening Australia (Vic)	Provision of newsletter, other written material and subsidised training courses	NIL	\$100 pa
Inner South and Coastal Community Transport	Sub-regional program which currently provides a transport information and referral service to frail, aged and younger people with disabilities and their carers in Port Phillip, Bayside, Glen Eira, Stonnington and Kingston	NIL	N/A
Inner South East Managed Care Alliance/Inner South East Post Acute Care Committee of Management	Network of agencies providing managed care for aged people and those with disabilities	NIL	N/A
Inner South East Partnership in Community Health (PHACS Demonstration Project)	Development of PHACS Demonstration Project	Lead agency executive member	N/A
International Council for Local Environmental Initiatives	Provision of environmental best practice information from around the world in the form of newsletters and case studies	NIL	\$1,540 pa

Organisation	Service Provided by the Organisation to Council	Service Provided by Council to the Organisation	Membership Fees
International Council of Museums	Services the needs of local artists and community, exchange of information, professional development, newsletter, seminars, forums and trade fairs	NIL	\$70 pa
Keep Australia Beautiful Victoria	Entry to the annual City Pride Awards, free access to Keep Australia Beautiful Project Officers	Participates in Keep Australia Beautiful projects	\$1,000 pa
Lady Gowrie Resource Centre	Information sharing	NIL	\$200 pa
Learn for Yourself	Community based adult learning/recreation organisation focusing on older and less mobile residents	NIL	N/A
Local Government Professionals	Information, seminars, conferences and newsletters	NIL	\$900 pa
LGPRO Family and Children's Services Special Interest Group	Information exchange, policy and strategy development, and professional development opportunities	NIL	N/A
Local Government Research Network	Information about research methods that are useful for local government	NIL	N/A
Local Government Social Support Workers Network	Support workers network	NIL	N/A
Melbourne Convention and Marketing Bureau	Information on marketing and promotion opportunities for the City, networking and seminars	NIL	\$2,100 pa
Melbourne Fringe Festival	Involved in organising the festival	NIL	N/A
Melbourne Local Government Geographic Information Systems User Group	This group discusses geographic information systems issues and works with Land Victoria to provide local government feedback	NIL	N/A
Melbourne Sports and Aquatic Centre Advisory Committee	Community and Council representation on advisory committee	NIL	N/A
Multicultural Resource Centre	Provide newsletters	NIL	N/A
Municipal Association of Victoria	Peak professional body representing Councils in relation to industry wide issues affecting local government in Victoria	Elected representative	\$36,100 pa
Municipal Association of Victoria - Human Services Portfolio Committee	Information exchange, policy advice, development and coordination of strategies to address issues on a statewide and local basis	NIL	N/A
Municipal Association of Victoria - Local Government Indigenous Network	Information exchange, input to policy issues and initiatives, and model best practice	NIL	N/A
Museums Australia	Provides information about exhibitions etc.	NIL	\$70 pa
Napier Street Hostel Committee of Management	Management of the Napier Street facility	NIL	N/A

Organisations

< continued >

Organisation	Service Provided by the Organisation to Council	Service Provided by Council to the Organisation	Membership Fees
National Academy of Music Liaison Group	Liaison between Council and the Academy in relation to the tenancy agreement for the South Melbourne Town Hall	NIL	N/A
National Family Day Care Council of Australia	Peak body for Family Day Care	NIL	\$45 pa
Parks and Leisure Australia	Provides support to staff working in these areas	NIL	\$30 pa
Playgrouping Australia	Newsletters and quarterly magazine	NIL	N/A
Port Melbourne Historical and Preservation Society	Group meetings to discuss heritage and preservation issues in the Port Melbourne area	NIL	N/A
Port Melbourne Neighbourhood Centre	Management committee for the community centre, drop-in and programmed activities	NIL	N/A
Port Phillip Business Association	Discussion group to promote business in the municipality	NIL	N/A
Port Phillip Emergency Relief Network	Service provider forum for information exchange, needs identification, coordination of service system and advocacy	NIL	N/A
Port Phillip Family and Children's Services Network	Service provider forum for information exchange, needs identification, coordination and advocacy	NIL	N/A
Port Phillip Regional Catchment and Land Protection Board	Protects the interest of the City of Port Phillip in relation to land and flooding issues in Yarra/Dandenong catchments	NIL	\$3,000 pa
Port Phillip Traders Association	Provides assistance with issues affecting traders within the municipality	NIL	N/A
Port Phillip Youth Services Network	Service provider forum for information exchange, needs identification, coordination of service system and advocacy	NIL	N/A
Property Council of Victoria	Peak professional body dealing with issues relating to property management	NIL	N/A
Psychiatric Disability Services of Victoria (VICSERV)	Peak body	NIL	\$80 pa
Records Management Association of Australia (RMAA)	Record management courses, conferences, professional development, publication of papers, special interest groups	NIL	\$395 pa
Recreation Opportunities for Port Phillip Older Residents Taskforce (RAPPOR)	A network of recreation workers working with Port Phillip older residents	NIL	N/A
Royal Historical Society	Information exchange, newsletters etc.	NIL	\$60 pa
Safer Cities Program	Council to develop a community safety plan	NIL	N/A
South Port Community Housing Group	Rooming house and youth housing service for people on low incomes	NIL	N/A

Organisation	Service Provided by the Organisation to Council	Service Provided by Council to the Organisation	Membership Fees
Southside Business Centre	Small business incubator	NIL	N/A
St Kilda Beach Pavilion Committee of Management	Together with Tourism Victoria, oversees the lease of the Beach Pavilion	NIL	N/A
St Kilda Citizens Advice Bureau	Information service for general community	NIL	N/A
St Kilda Community Group	Information, support and referral community centre for low income residents	NIL	N/A
St Kilda Housing Association Committee of Management	Manages Council's community housing under the City of Port Phillip Housing Program	NIL	N/A
St Kilda Indigenous Nursery Co-operative	Co-operative that exclusively grows local plants	NIL	N/A
St Kilda Parish Mission Drop-In Centre	Day activity centre for people with psychiatric disabilities	NIL	N/A
St Kilda Road Campaign	Discuss issues relating to improving St Kilda Road	NIL	N/A
St Vincent's Gardens Advisory Committee	Advisory committee to Council on issues associated with St Vincent's Gardens, South Melbourne	NIL	N/A
Victorian Employers Chamber of Commerce and Industry	Represents the Council as an employer in industrial relations matters and provision of advice	NIL	\$8,000 pa
Victorian Family Day Care Association	Represents all Family Day Care Coordinators and units in Victoria	NIL	\$45 pa
Victorian Local Governance Association	Peak professional body representing Councils in relation to industry wide issues affecting local government in Victoria	Elected representative	\$10,000 pa
Victorian Sport and Recreation Association of Persons with an Intellectual Disability (VICSRAPID)	Peak body for promotion of sport and recreational participation for people with intellectual disabilities	NIL	\$50 pa
Western Regional Waste Management Group	Constituted organisation representing nine Councils for waste disposal and management issues	Elected representative	\$17,500 pa
Young Australia Best Books Association	Exchange of information, newsletters etc.	NIL	\$50 pa
Youth Affairs Council of Victoria	Information on youth affairs in the state and nationally	NIL	\$90 pa
Youth Research Centre - Faculty of Education University of Melbourne	Information and data on youth practice and program initiatives	NIL	\$50 pa

Donations



LIST OF DONATIONS AND GRANTS

The following list details donations and grants made by the City of Port Phillip during the 1998/99 financial year. It includes the names of the persons or bodies which have received a donation or grant and the amount of each donation or grant.

Name	Description	Amount
Community Grants Scheme		
SPORT AND RECREATION		
Fisherman's Bend Gymnastic Club	Equipment for boys and girls gymnastic club	\$1,400
Southport Basketball Club	Expanding the club	\$1,000
Port Colts Football Club	Australian Rules Junior Football	\$2,200
Raglan Ingles Community Flat	Recreational opportunities at Raglan Ingles	\$2,000
Inner South Community Health Service	Activities program for African women and children	\$1,260
Inner South Community Health Service	Exercise program for African community	\$2,000
Inner South Community Health Service	Group holiday for people who have psychiatric disability	\$1,000
Inner South Community Health Service	The Got to Get Away Adventure	\$1,850
The St Kilda Police and Citizens Youth Club	Community Drop-In Centre and recreational facilities	\$2,000
St Kilda City Sports Club	Junior football development	\$1,750
The Windana Society	Windana community swimming and recreational program	\$2,500
South Melbourne Senior Citizens Club	Bus trips and weekly dances etc.	\$800
Share and Care Association	Dance classes	\$500
St Luke's Anglican Church, South Melbourne	Community camp, playgroup and community workshop	\$500
St Luke's Anglican Church, South Melbourne	Woodwork program	\$500
Claremont Home	Activities program	\$1,000
Third St Kilda Scout Group	Training for leaders and restoration of War Memorial	\$800
Hobsons Bay District Guides	Guide activities	\$1,500
Inner South Foster Care Support Group	Camp for carers and foster children	\$2,500
Sacred Heart Mission	Recreation program	\$3,000
South Melbourne Life Saving Club	Acquisition of educational material	\$1,000
Association of Jews from CIS Shalom	Community health and sports day	\$1,400
Association of Jews from CIS Shalom	Excursion for newly arrived migrants	\$1,400
South Port Anglican Uniting Ministries	Recreation program and drop in 'Kombiz'	\$5,000
Middle Park Bowling Club	Transport assistant for competition travel assistance	\$1,000
South Melbourne Men's Trugo Club	Transport assistant for competition travel assistance	\$200
YWCA Rowing Club	Go Row - rowing for mature age adults	\$1,000
Elwood Angling Club	Upgrade activities for community groups	\$1,500
John's Gym	Ongoing activities	\$650
Port Phillip Line Dancing Association	Provide CDs and hall hire	\$2,000
City of Port Phillip	Support for community concerts	\$1,500
Jewish Community Services	Russian speaking club excursion	\$4,000
Cora Graves Senior Citizens Centre	Functions and outings	\$800
Inner South Community Health Service	Recreation and social group for people with mental illness	\$1,500
SOCIAL SUPPORT		
St Luke's South Melbourne	Playgroup	\$700
South Port Community Legal Service	Aged person and the law	\$4,250
Do Care	Volunteer Targeting Project	\$400
Vintage Men	Reach out to older gay men	\$800
Russian Women's Group of South Melbourne	Support activities	\$500
South Port Day Links	Integrated community transport project	\$7,000
Nursing Mother's Association, South Melbourne	Purchase of breast pump	\$300
Raglan Ingles Community Flat	Social network at Raglan Ingles	\$1,572

Name	Description	Amount
Inner South Foster Care Support Group	National Foster Care Conference 2000	\$900
South Port Community Housing	Social support program	\$1,500
Earthcare St Kilda	Administrative costs	\$1,500
Southern Region Cross Cultural Network	Balaclava English as a second language classes	\$500
Polish Senior Citizens Club ASTRY in St Kilda	Caring for Polish residents	\$700
Elwood Toy Library	General support	\$750
St Kilda Greek Senior Citizens Group	Social support	\$500
Greek Elderly Association of South Melbourne and Albert Park	Social support	\$700
St Kilda Community Group	Tucker club	\$2,660
Association of Jews from CIS Shalom	Film nights	\$1,600
Victorian Relief Committee	Emergency material relief needs	\$500
Better Hearing Australia (Vic. Branch)	Testing and information on hearing loss	\$600
Garden City Neighbourhood House	Services	\$800
Civic Kindergarten PSAMPI	Teaching numeracy to pre-schoolers	\$192
Figtree Inn	Christmas Day lunch	\$1,500
Port Melbourne Italian Club	Social support	\$350
Machaseh House	Administrative support	\$5,000
St Kilda Parish Mission	Women's outreach and activity program	\$2,500
Emerald Hill Toy Library	Purchase new toys, replace and repair existing toys	\$750
South Melbourne Anglican Uniting Ministries	Youth support, casework and 'This is Our Place' project	\$2,500
Merry Leisure Time Russian Speaking Women's Club	Social support	\$350
AIDS Care Association	Training and development of current and new members	\$700
South Port Day Links	Port Phillip Community Ball	\$2,000
Learn for Yourself	Discussion group development with volunteer training	\$2,740
Erechia Greek Elderly Association	Social support	\$500
South Melbourne Greek Elderly Women's Club, Olympia	Social support	\$400
Gallini Greek Elderly Association of Port Melbourne	Social support	\$500
Russian Senior Citizens Club	Club - Nadezhda	\$900
Hungarian Senior Citizens	Social support	\$400
Russian Seniors/Pinaroo Village	Social support	\$200
St Kilda Welfare Organisation	Material aid	\$2,000
St Kilda Citizens Advice Bureau	Operating costs and software	\$3,000
Port Phillip Chinese Women's Association	Social support	\$500
St Kilda Mauritian Social Club	Social support	\$200
Victorian Association of World War Two Veterans from the Ex Soviet Union	Activities and running of the club	\$1,000
Association of former Inmates of Nazi Concentration Camps and Ghettos from former USSR	Activities and running of the club	\$500
Port Melbourne Toy Library	Purchase of toys	\$500
Sacred Heart Mission	Breakfast club	\$1,000
Port Phillip Citizens for Reconciliation	Support for ongoing activities	\$3,000
St Kilda Parish Mission Drop-In Centre	Activities program - life skills, and socialisation	\$7,500
Volunteer Tutor Program	Port Phillip Project	\$2,000
Port Melbourne Senior Citizens Club	Catered dinner	\$200
The Jewish Cultural Centre and National Library 'Kadimah'	Support for Wednesday Club	\$800
ARDOCH Youth Foundation	ARDOCH Youth Action Group	\$2,000
St Kilda Community Group	Coordination of International Women's Day 2000 activities	\$2,000
Inner South Community Health Service	Good tucker for toddlers	\$1,000
Inner South Community Health Service	Winter breakfast program	\$2,000
Port Melbourne Neighbourhood House	Men's activity club	\$2,020
Port Melbourne Neighbourhood House	South Port Community Research and Outreach Project	\$10,000
Elwood/St Kilda Neighbourhood Learning Centre	Women Gathering '99	\$2,000

Donations

< continued >

Name	Description	Amount
African Communities Elderly Association - Victoria	African older persons information/recreation	\$300
Garden City Neighbourhood House	Craft group	\$300
Inner South Community Health Service	The day trippers program	\$1,500
Inner South Community Health Service	Family outing and activities for homeless families in St Kilda private hotels	\$3,000
St Kilda Community Gardens Club	Grass cutting/bordering	\$500
Betar Melbourne	Weekly sessions, summer camp	\$500
Council Funded Service Agreements with Human Service Providers		
Copelen Child and Family Services	10 hours per week counselling service for South and Port Melbourne communities	\$11,525
South Port Legal Service	Coordination and administration services to operate the community legal service	\$21,570
Migrant Resource Centre	Multi-lingual Learning Group classes provided in Port Phillip	\$17,913
Migrant Resource Centre	Transport costs to assist Port Phillip residents to access services and Windsor offices and rent in kind for use of South Melbourne Council offices for one day per week to provide social work services to Russian speaking clients	\$5,000
St Kilda Theos Youth Outreach	Outreach services primarily to young women	\$25,059
St Kilda Theos Youth Outreach	Youth Peer Support Project	\$25,080
Inner South Community Health Service	Additional financial counselling and a tax return preparation service to South Port communities	\$18,414
Inner South Community Health Service	Additional podiatry services	\$19,612
St Kilda Community Group	Information, support and referral services	\$64,495
St Kilda Community Group	Housing related crisis fund	\$12,000
St Kilda Community Group	Neighbourhoods Project (Private Hotels/Rooming Houses)	\$40,646
South Port Daylinks	Transport service for frail elderly and disabled residents	\$11,286
Sacred Heart Mission	Volunteer recruitment, training and coordination services	\$14,709
Port Phillip Cultural Development Fund		
Gillian Upton	The George Hotel St Kilda - A Narrative History	\$3,000
St Kilda Community Group	International Women's Day 2000	\$2,200
The Centre for Creative Ministries	The Yellow House - The Act Naturally Theatre Company	\$8,200
Lillian Cannam Kindergarten	Koori Education Module	\$1,910
Russian Cultural and TV Association	TV Program CH 31 'Sputnik'	\$5,000
Theatreworks	Something on Sundays	\$7,000
The City of Voices	Arabian Adventure	\$7,000
Full-on Theatre	The Animals of Catani Gardens	\$5,000
Born in a Taxi	The Big Order	\$11,440
Graham Street Primary School After School Care	In School Mosaic Project	\$5,000
Port Melbourne Neighbourhood House	Artists in the House	\$7,000
Port Melbourne Neighbourhood House	Sculpture in Residence - Backyard Project	\$4,400
Sacred Heart Mission	Arts for Abilities	\$1,700
Darren Steffen and Hope Csutoros	Magic Bike	\$3,000
Jewish Museum of Australia	The Jews of St Kilda and Caulfield	\$5,000
St Columba's Primary School	Memory Wall	\$5,000
Elwood/St Kilda Neighbourhood Learning Centre	Roomers Magazine	\$5,000
The Middle Park Court Players	Two Theatrical Productions	\$3,300
Freda Erlich	Tasting Port Phillip	\$3,000
Port Melbourne Historical and Preservation Society	Liardet Festival	\$6,000
The Melbourne Early Music Festival	Handel for Festive Occasions	\$5,000
St George's East St Kilda Uniting Church	Jacka VC	\$4,000
St Kilda Park Primary Before and After School Care	Circus, Be Active and Build a St Kilda Gorilla projects	\$2,000
Association of Jews from CIS - Shalom	Community Radio Program	\$1,850

Name	Description	Amount
Other Grants		
The Avenue	Child Care Centre	\$20,000
Clarendon Children's Centre	Child Care Centre	\$20,000
Eildon Road Children's Centre	Child Care Centre	\$20,000
Elwood Children's Centre	Child Care Centre	\$20,000
Scott Street Children's Centre	Child Care Centre	\$20,000
Ada Mary A'Beckett	Child Care Centre	\$10,000
Hobsons Bay Secondary College	Child Care Centre	\$7,500
Albert Park	Pre-school	\$6,375
Civic	Pre-school	\$6,650
Port Melbourne Uniting	Pre-school	\$12,065
Lady Forster	Pre-school	\$11,500
Lilian Cannam	Pre-school	\$7,625
South Melbourne Mission	Pre-school	\$8,750
Middle Park	Pre-school	\$7,650
St Bede's	Pre-school	\$11,665
St Kilda and Balaclava	Pre-school	\$11,300
TOTAL		\$752,933

Competitive Tendering

COMPULSORY COMPETITIVE TENDERING STATEMENT

Introduction

The Local Government Act 1989 requires Victorian Councils to subject a minimum of 50% of their expenditure to competitive arrangements. This process is called Compulsory Competitive Tendering (CCT). CCT does not dictate which services should be openly

tendered, but sets a percentage target for Councils to meet. This gives Councils the discretion to select which services will be tendered and when. It is a process which ensures that Councils receive the best value for money for goods and services.

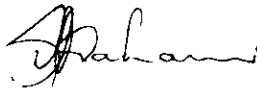
In the fifth year of operation of CCT, Council has again exceeded the 50% target required by exposing 53.96% of its operating expenditure to a competitive process.

For the Period 1 July 1998 to 30 June 1999

	\$	No.	%
Total Expenses			
Total cost of operations and capital	80,793,941		
Less depreciation	(7,531,700)		
Less abnormal expenses	-		
Value of expenses for CCT base	73,262,241		100%
Competitive Tendering Target	36,631,121		50%
COMPETITIVE ARRANGEMENTS			
a) Contracts with external parties	10,634,755	91	
b) In-house agreements	18,127,658	15	
c) Income derived from contracted services	138,908	2	
d) Contracts approved by the Minister (208F)	3,368,841	2	
e) Contracts with external parties for services formerly provided by the staff of the Council	7,259,398	7	
Total Competitive Arrangements	39,529,560		53.96%
Surplus of Competitive Arrangements	2,898,439		3.96%
Number of in-house tenders received		3	

CERTIFICATION OF THE COMPULSORY COMPETITIVE TENDERING STATEMENT

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.



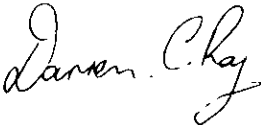
David Graham
PRINCIPAL ACCOUNTING OFFICER
Dated: 29/9/99

In our opinion the accompanying competitive tendering statement presents fairly the number and value of competitive arrangements of the Port Phillip City Council for the year ended 30 June 1999.

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.



Dick Gross
MAYOR AND COUNCILLOR
Dated: 29/9/99



Darren Ray
COUNCILLOR
Dated: 29/9/99

**AUDITOR-GENERAL'S REPORT
ON COMPULSORY COMPETITIVE TENDERING
STATEMENT**



**VICTORIAN
AUDITOR-
GENERAL'S
OFFICE**

*Auditing in the
Public Interest*

To the responsible Ministers and the Councillors of Port Phillip City Council

Audit Scope

The accompanying compulsory competitive tendering statement of Port Phillip City Council for the financial year ended 30 June 1999 has been audited. The Councillors are responsible for the preparation and presentation of the statement and the information it contains. An independent audit of the statement has been carried out in order to express an opinion on the statement to the responsible Ministers and the Councillors as required by the *Local Government Act 1989*.

The audit has been conducted in accordance with Australian Auditing Standards to provide reasonable assurance as to whether the compulsory competitive tendering statement is free of material misstatement and whether a register, proper records and documents have been maintained by Port Phillip City Council as required by the Act. The audit procedures included an examination, on a test basis, of evidence supporting the amounts and other disclosures in the statement. These procedures have been undertaken to form an opinion as to whether, in all material respects, the compulsory competitive tendering statement is presented fairly in accordance with the *Local Government Act 1989*.

The audit opinion expressed in this report has been formed on the above basis.

Audit Opinion

In my opinion, the compulsory competitive tendering statement of the Port Phillip City Council for the financial year ended 30 June 1999 is presented fairly in accordance with the *Local Government Act 1989* and a register, proper records and documents have been maintained by Port Phillip City Council as required by that Act. In addition, Port Phillip City Council has provided all the information and explanations required to form this opinion.

MELBOURNE
7/10/1999


K. G. Hamilton
Acting Auditor-General

< Financial Statements >

Financial Statements

Operating Statement *for year ended 30 June 1999*

	Note	1999 \$'000	1998 \$'000
REVENUE			
Rates		37,293	33,094
Grants		6,502	7,588
Interest		1,140	1,052
Grants commission		1,384	1,256
Charges, fees, fines		25,052	22,146
(Loss) on disposal of non current assets	3	(3,663)	(43)
Other revenue		1,552	1,546
Total Revenue		69,260	66,639
EXPENSES			
Employee costs		28,257	26,116
Materials and contracts		18,086	17,422
Utility payment		2,195	2,378
Depreciation	4	7,532	8,377
Consultants		2,438	1,875
Debt servicing cost		855	5
Other expenses	5	10,831	10,611
Total Expenses		70,194	66,784
Net increase (decrease) in net assets arising from operations before abnormal items			
		(934)	(145)
Abnormal gains/(losses)	6	87,404	(806)
Net increase (decrease) in net assets arising from operations after abnormal items			
		86,470	(951)

The accompanying notes form part of these financial statements

Statement of Financial Position *as at 30 June 1999*

	Note	1999 \$'000	1998 \$'000
CURRENT ASSETS			
Cash	7	1,771	7
Receivables	8	5,669	3,646
Investments	9	18,085	18,547
Other	10	922	904
Total Current Assets		26,447	23,104
CURRENT LIABILITIES			
Bank overdraft	11	949	1,369
Creditors	12	9,258	6,607
Provisions	13	2,693	3,778
Borrowings	14	563	
Total Current Liabilities		13,463	11,754
NET CURRENT ASSETS		12,984	11,350
NON CURRENT ASSETS			
Property, plant and equipment	16	563,340	478,442
Total Non Current Assets		563,340	478,442
NON CURRENT LIABILITIES			
Provisions	13	1,882	14,524
Borrowings	14	12,837	90
Other	15	-	43
Total Non Current Liabilities		14,719	14,657
NET NON CURRENT ASSETS		548,621	463,785
NET ASSETS		561,605	475,135
EQUITY			
Accumulated surplus		419,726	334,799
Reserves	22	141,879	140,336
Total Equity		561,605	475,135

The accompanying notes form part of these financial statements

Financial Statements

Statement of Changes in Equity *for year ended 30 June 1999*

	Note	Statutory Reserves \$'000	Accumulated Surplus \$'000.	Asset Revaluation Reserve \$'000	General Reserves \$'000	Total \$'000
Balance at beginning of period		334,799	131,796	5,303	3,237	475,135
Increase in net assets arising from operations after abnormal items		86,470	-	-	-	86,470
Transfers to reserves	22	1,633	-	3,551	1,528	6,712
Transfers from reserves	22	(3,176)	-	(1,872)	(1,664)	(6,712)
Balance at end of period		419,726	131,796	6,982	3,101	561,605
Comparatives 1998		334,799	131,796	5,303	3,237	475,135

The accompanying notes form part of these financial statements.

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Statement of Cash Flows *for year ended 30 June 1999*

Note	1999 \$'000	1998 \$'000
CASH FLOWS FROM OPERATING ACTIVITIES		
Receipts:		
Receipts from ratepayers	37,445	33,329
Grants commission	1,384	1,256
Vicroads grants	726	1,555
Other government grants	5,776	6,033
Interest received	1,140	1,052
User charges	22,877	22,775
Other receipts	1,552	1,546
Payments:		
Payments to suppliers	(15,435)	(19,536)
Payments to employees	(28,806)	(26,187)
Interest paid	(855)	(5)
Consultants	(2,489)	(1,781)
Utility costs	(2,134)	(2,378)
Staff redundancies	(497)	(806)
Other payments	(9,354)	(10,932)
Net cash provided by operating activities	17 11,330	5,921
CASH FLOWS FROM INVESTING ACTIVITIES		
Proceeds from sale of investments	457	1,727
Payments for property, plant and equipment	(10,600)	(10,502)
Proceeds from sale of property, plant and equipment	1,087	2,130
Net cash used in investing activities	(9,056)	(6,645)
CASH FLOWS FROM FINANCING ACTIVITIES		
Proceeds from borrowing	13,310	-
Refinancing of superannuation liability	(13,400)	-
Net cash used in financing activities	(90)	-
Net increase (decrease) in cash held	2,184	(724)
Cash at the beginning of period	(1,362)	(638)
Cash at the end of the period	17 822	(1,362)

The accompanying notes form part of these financial statements

Financial Statements

I. Summary of Significant Accounting Policies

I.1 THE LOCAL GOVERNMENT REPORTING ENTITY

All funds through which the Council controls resources to carry on its function have been included in the financial statements forming part of this financial report.

In the process of reporting on the municipality as a single unit, all transactions and balances between those funds (for example, loans and transfers between funds) have been eliminated.

I.2 BASIS OF ACCOUNTING

This general purpose financial report has been prepared to comply with Australian Accounting Standards, other mandatory professional reporting requirements (Urgent Issues Group Consensus Views) and the provisions of the Local Government Act 1989 and the Local Government Regulations 1990. The financial report has been prepared on the accrual basis of accounting.

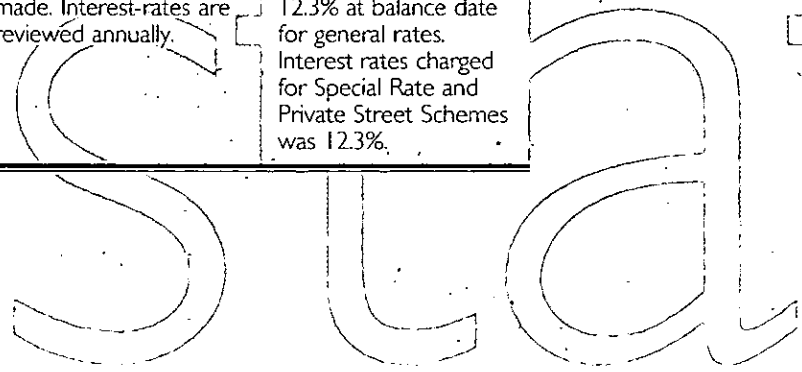
Except for certain items of property, plant and equipment, which are valued at various valuations, the report has been prepared in accordance with the historical cost convention.

The accounting policies adopted are consistent with those of the previous year.

I.3 FINANCIAL INSTRUMENTS

(a) Accounting Policy, Terms and Conditions

Recognised Financial Instruments	Note	Accounting Policy	Terms and Conditions
Financial Assets			
Bank Deposits on Call	7	Valued at face value. Interest recognised as it accrues.	On call deposits returned floating interest rate returns between 4.65% and 4.9%. The rate at balance date was 4.65%.
Rate Debtors	8	Rates are carried at nominal amounts due plus interest. Rate debts 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 instalments during the year or by lump sum in February. Arrears, including Deferred Rates, attract interest. The interest rate was 12.3% at balance date for general rates. Interest rates charged for Special Rate and Private Street Schemes was 12.3%.



(a) Accounting Policy, Terms and Conditions *continued*

Recognised Financial Instruments	Note	Accounting Policy	Terms and Conditions
Financial Assets continued			
Parking Infringement Debtors	8	PINS/PERIN 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.	Parking infringement debtors are unsecured. The provision for parking infringement doubtful debts is calculated as a percentage of total parking infringement revenue and has been evaluated and recognised based upon previous payment and collection history.
Other Receivables	8	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 30 days. The provision for other receivables is calculated as a percentage of debts exceeding 90 days overdue.
Investments	9	Investments are valued at cost. Investments are held to maximise interest returns of surplus cash. Interest revenues are recognised as they accrue.	Funds achieved floating and fixed interest rate returns of between 4.77% and 5.29%.

Statement

Financial Statements

(a) Accounting Policy, Terms and Conditions *continued*

Recognised Financial Instruments	Note	Accounting Policy	Terms and Conditions
Financial Liabilities			
Creditors and Accruals	12	Liabilities are recognised for amounts to be paid in the future for goods 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	14	Loans are carried at their principal amounts. Interest due on the loan is accrued for each period and is reported as part of other creditors.	Two loans were provided to Council in April 1999 for the sum of \$7.0 million and \$6.4 million. Both loans have terms of 15 years with repayments to be made quarterly. Interest attached to the loans is fixed at 6.15%.
Bank Overdraft	11	Overdrafts are recorded at the principal amount. Interest is charged as an expense as it accrues.	The overdraft is subject to annual review. It is secured by a mortgage over Council's general rates and is repayable on demand. The interest rate during 1998/99 on utilised overdraft was 7.45%. The final rate as at balance date was 7.45%. There are no fees incurred for line and unused limit.

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(b) Interest Rate Risk

The City of Port Phillip's exposure to interest rate risks and the effective interest rates of financial assets and financial liabilities both recognised and unrecognised at the balance date are as follows:

	Floating interest \$'000	Fixed interest rate maturing in:			Non - interest bearing \$'000	Total carrying amount as per balance sheet \$'000	Weighted average effective interest rate %
		1 year or less \$'000	Over 1 to 5 years \$'000	More than 5 years \$'000			
(i) Financial assets							
Cash	-	-	-	-	1,771	1,771	4.65%
Receivables	-	-	-	-	5,669	5,669	N/A
Commercial bills and promissory notes	18,085	-	-	-	-	18,085	4.96%
Total financial assets	18,085	-	-	-	7,440	25,525	-
(ii) Financial liabilities							
Trade creditors and accruals	-	-	-	-	9,258	9,258	N/A
Bank overdraft	949	-	-	-	-	949	7.45%
Borrowings	-	-	-	13,400	-	13,400	6.15%
Total financial liabilities	949	-	-	13,400	9,258	23,607	-

N/A - not applicable for non-interest bearing financial instruments.

(c) Net Fair Values

The aggregate net fair values of financial assets and financial liabilities, both recognised and unrecognised, at the balance date are as follows:

	Total carrying amount as per balance sheet 1999 / \$'000	Aggregate net fair value 1998 / \$'000
(i) Financial assets		
Cash	1,771	1,771
Receivables	5,669	5,669
Commercial bills and promissory notes	18,085	18,085
Total financial assets	25,525	25,525
(ii) Financial liabilities		
Trade creditors and accruals	9,258	9,258
Bank overdraft	949	949
Borrowings	13,400	9,022
Total financial liabilities	23,607	19,229

(d) Credit Risk

The City of Port Phillip's maximum exposure to credit risk at balance date in relation to each class of recognised financial asset is represented by the carrying amount of those assets as indicated in the balance sheet.

Financial Statements

1.4 TRUST FUNDS

All trust funds and monies held on deposit are disclosed as liabilities in the Statement of Financial Position.

1.5 PROPERTY, PLANT AND EQUIPMENT

Capital and Operating

Material expenditure incurred on the purchase and development of assets is treated as capital expenditure. Expenditure necessarily incurred in either maintaining the operating capacity of the non current asset or ensuring that the original life estimate is achieved, is considered maintenance expenditure and is treated as an expense.

Items of property, plant and equipment with a value less than \$500 are treated as an expense.

Acquisition

Assets acquired are initially recorded at cost. Cost is determined as the fair value of the assets given up and includes all costs incidental to the acquisition and incurred in getting the asset ready for use. Where assets are constructed by the Council, cost includes an appropriate share of variable and fixed overheads.

Valuation

Infrastructure assets are valued at written down current replacement cost. Current replacement cost is defined as the cost required to obtain the full service potential or economic benefits embodied in the existing asset, using a technologically up to date reference asset.

Land and buildings are valued at full market value. Land is valued assuming the highest and best use permitted by the relevant land use planning provisions or existing public use, whichever is the greater. All freehold land reserved for public open space is valued at a discount to market value based on legal precedents.

In accordance with AAS 27 Paragraph 115 Land Under Roads has not been recognised in the accounts as this is not required until 30 June 2001.

Plant and machinery and furniture and equipment are valued at cost and/or current cost.

Heritage and works of art are valued at their fair market value.

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1.6 DEPRECIATION OF NON CURRENT ASSETS

Non current assets having limited useful lives are systematically depreciated over their useful lives in a manner which reflects the consumption of the service potential to the Council embodied in those assets. Depreciation is recognised on the straight line basis based on costs or revalued amounts, using rates which are reviewed each year. Major depreciation periods are:

Infrastructure

Bridges	100 years	Drains	100 years
Kerb & channel	50 years	Local roads	100 years
Footpaths	40 years	Right of ways	100 years
Improvements to parks and gardens	40 years		

Building

Buildings	100 years
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Other plant and equipment

Communications equipment	3 to 5.5 years	Furniture	3 to 5.5 years
Heritage assets	100 years	Information technology	3 years
Library books	5 years	Motor vehicles	5 years
Office equipment	3 to 5.5 years	Pay parking equipment	5 years

Depreciation rates have not changed from the previous reporting period.

1.7 EMPLOYEE ENTITLEMENTS

Wages and salaries, annual leave and rostered days off

Liabilities for wages and salaries, annual leave and rostered days off are recognised, and are measured as the amount unpaid at the reporting date at current pay rates in respect of employees' service up to that date.

Retirement gratuity

Retirement gratuities were provided to certain employees who joined the Council prior to 30 June 1995. The provision is a portion of unused sick leave that the employee shall be entitled to on retirement.

Long service leave

The provision for long service leave is determined in accordance with Australian Accounting Standard AAS 30 'Accounting for Employee Entitlements'. Long service leave entitlements which occur after five years have been measured at the present value of the estimated future cash flows to be made for these entitlements. The interest rates attaching as at the reporting date, to Commonwealth Government guaranteed securities are used to discount the estimated future cash outflows to their present value.

Superannuation

The superannuation expense for the reporting period is the amount of the statutory contribution the Council makes to the superannuation plan which provides benefits to its employees. Details of those arrangements are set out in Note 21.

1.8 GRANTS, DONATIONS AND OTHER CONTRIBUTIONS

Grants, donations and contributions other than reciprocal contributions received from owners are recognised as revenues when the municipality obtains control over the assets comprising the contributions. In the determination of control, consideration has been given to the provisions relating to control over grants and contributions as outlined in Australian Accounting Standard AAS 27, 'Financial Reporting by Local Governments'.

Control over assets acquired from grants is normally obtained upon prior notification that a grant has been secured.

Financial Statements

1.9 PUBLIC HOUSING AGREEMENTS

Three of Council's properties are subject to public housing agreements. Two of these properties are operational and are under the management of the St Kilda Housing Association. The third is expected to become operational in 1999/2000.

Assets acquired are initially recorded at cost. Council incurs a share of expenses in accordance with the terms set out in the public housing agreements.

The third project, 'The St Kilda Railway Station Housing Project' is a venture with the State Government to provide a mixture of accommodation from family residences to single and older persons' units.

1.10 RESTRICTED ASSETS

Included in Note 16, 'Property, plant and equipment' are housing assets which have restrictions placed upon them. These assets which total \$9.8 million (1998:\$5.5 million), are used as community housing and were purchased with assistance from State Government funding. This funding imposes restrictions preventing Council from using these assets for any other purpose. If the funding conditions in the respective funding agreements for each property are defaulted upon, the Council is liable to repay to the State Government an amount as determined in those agreements. Based upon the \$9.8 million gross value included in the accounts, the amount that would be required to be repaid to the State Government in a default situation would be \$5.1 million (1998:\$3.6 million).

In addition, restrictions are imposed by Statutory Regulations in relation to current investment levels for the following reserves and assets.

	\$'000
Resort and Recreation Reserve	2,015
Car Parking Reserve	1,019
Sale of Laneways Reserve	67
Cash Assets to provide for Long Service Leave	2,091

1.11 ALLOCATION BETWEEN CURRENT AND NON CURRENT

In the determination of whether an asset or liability is current or non current, consideration is given to the time when each asset or liability is expected to be realised or paid.

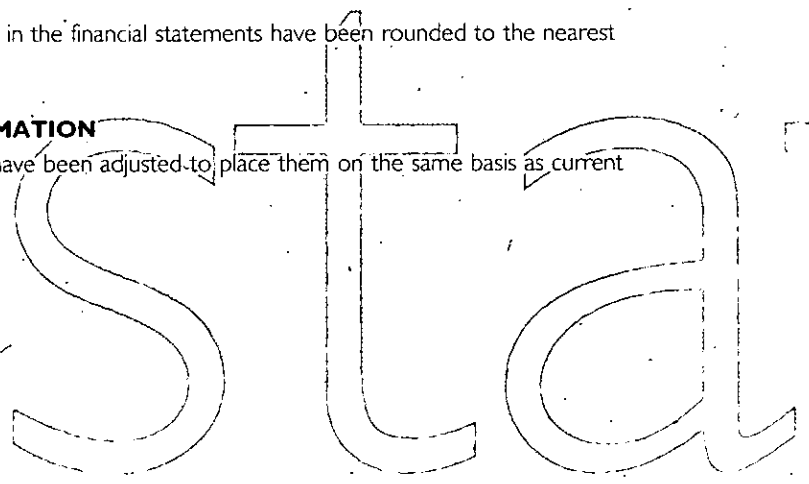
The asset or liability is classified as current if it is expected to be realised or paid within the next twelve months.

1.12 ROUNDING

Unless otherwise stated, amounts in the financial statements have been rounded to the nearest thousand dollars.

1.13 COMPARATIVE INFORMATION

Where applicable, comparatives have been adjusted to place them on the same basis as current year figures.



2.1(A) COMPARISON OF BUDGET AND ACTUAL RESULTS FOR RATE DETERMINATION AND OPERATING STATEMENT FOR THE YEAR ENDED 30TH JUNE 1999

	Rate Determination				Operating Statement			
	Actual 1999 \$'000	Budget 1999 \$'000	Actual 1998 \$'000	Budget 1998 \$'000	Actual 1999 \$'000	Budget 1999 \$'000	Actual 1998 \$'000	Budget 1998 \$'000
REVENUE								
Rates	37,293	36,958	33,094	32,390	37,293	36,958	33,094	32,390
Grants	6,502	5,857	7,588	5,832	6,502	5,857	7,588	5,832
Interest	1,140	553	1,052	1,120	1,140	553	1,052	1,120
Grants commission	1,384	1,270	1,256	2,000	1,384	1,270	1,256	2,000
Charges, fees, fines	25,052	22,114	22,146	18,570	25,052	22,114	22,146	18,570
Gain (loss) on disposal of non current assets	-	-	-	-	(3,663)	14	(43)	-
Other	1,552	1,101	1,546	231	1,552	1,101	1,546	231
Total Revenue	72,923	67,853	66,682	60,143	69,260	67,867	66,639	60,143
EXPENSES								
Employee costs	28,257	28,010	26,056	26,919	28,257	28,010	26,116	26,919
Materials and contracts	18,086	16,154	17,422	14,965	18,086	16,154	17,422	14,965
Utility payment	2,195	2,029	2,378	2,130	2,195	2,029	2,378	2,130
Depreciation	-	-	-	-	7,532	7,779	8,377	8,500
Consultants	2,438	1,948	1,781	1,939	2,438	1,948	1,781	1,939
Debt servicing cost	855	847	5	44	855	847	5	44
Other expenses	10,831	11,190	10,705	9,515	10,831	11,190	10,705	9,515
Total Expenses	62,662	60,178	58,347	55,512	70,194	67,957	66,784	64,012
Abnormal income - Add back parking infringement debtors	748	-	-	-	748	-	-	-
Abnormal expenditure - Less staff redundancies	-	-	(806)	(1,000)	-	-	(806)	(1,000)
Abnormal income - Add back prior years' depreciation writeback	-	-	-	-	3,344	-	-	-
Abnormal Income - Add back recognition of controlled assets	-	-	-	-	83,312	-	-	-
Surplus (deficit) after abnormal & extraordinary items	11,009	7,675	7,529	3,631	86,470	(90)	(951)	(4,869)
Capital expenditure	(10,146)	(10,183)	(10,502)	(11,155)				
Proceeds from disposal of assets	1,087	1,712	692	455				
Proceeds from sale of property	-	-	1,438	1,000				
Cost of unfunded superannuation	(771)	-	-	-				
Reserve transfers (net)	(1,542)	(541)	1,681	4,069				
Surplus (deficit)	(363)	(1,337)	838	(1,000)				

Financial Statements

2.1(B) RECONCILIATION OF RATES DETERMINATION SURPLUS AND INCREASE (DECREASE) IN NET ASSETS RESULTING FROM OPERATIONS

	Rate Determination	
	Actual 1999 \$'000	Actual 1998 \$'000
Rates Determination Surplus (Deficit)	(363)	838
Items included in Rates Determination which are not included in the Operating Statement		
Capital expenditure	10,146	10,502
Proceeds from disposal of assets	(1,087)	(692)
Proceeds from sale of property	-	(1,438)
Cost of unfunded superannuation	771	-
Reserve transfers (net)	1,542	(1,681)
	11,372	6,691
Items included in the Operating Statement which are not included in the Rates Determination		
Gain (loss) on disposal of non current assets	(3,663)	(43)
Employee costs	-	(60)
Depreciation	(7,532)	(8,377)
Abnormal income - add back prior years depreciation write back	3,344	-
Abnormal income - add back recognition of controlled assets	83,312	-
	75,461	(8,480)
Operating Surplus/(Deficit) after abnormal items	86,470	(951)

2.2 REVENUE, EXPENSES AND ASSETS BY FUNCTIONS/ACTIVITIES

	CEO		Services		City Development		Organisation Development		Corporate		Other* Not Attributed		Total	
	1999 \$'000	1998 \$'000	1999 \$'000	1998 \$'000	1999 \$'000	1998 \$'000	1999 \$'000	1998 \$'000	1999 \$'000	1998 \$'000	1999 \$'000	1998 \$'000	1999 \$'000	1998 \$'000
EXPENSES	529	428	42,888	38,011	5,853	8,711	2,398	786	18,526	18,848	-	-	70,194	66,784
REVENUES														
Grants	80	-	5,371	7,352	135	225	-	-	1,428	1,267	-	-	7,014	8,844
Proceeds from sales	-	-	-	-	-	-	-	-	1,087	-	-	-	-	-
Other	-	-	6,881	6,590	16,059	15,116	205	-	1,502	2,995	37,599	33,094	62,246	57,795
Total Revenue	80	-	12,252	13,942	16,194	15,341	205	-	2,930	4,262	37,599	33,094	69,260	66,639
ABNORMAL ITEMS - Losses/(Gains)	-	634	-	172	-	-	-	-	(87,404)	-	-	-	(87,404)	806
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS	(449)	(1,062)	(30,636)	(24,241)	10,341	6,630	(2,193)	(786)	71,808	(14,586)	37,599	33,094	86,470	(951)
*General rates and current assets have not been attributed to functions														
TOTAL ASSETS BY DIVISION	1,392	1,181	450,472	382,297	13,914	11,808	8,545	7,252	89,017	75,904	26,447	23,104	589,787	501,546

ACTIVITIES

CEO

The office of the Chief Executive Officer

Services

Responsible for ensuring effective access and delivery of environmental, engineering and community services.

City Development

Responsible for strategic planning and facilitation, building and planning, urban design and architecture as well as neighbourhood amenity services.

Organisation Development

Responsible for service support, contract management and human resources.

Corporate

Responsible for information and financial management, human resources, property and regulatory services.

Financial Statements

3. Gain/(Loss) on Disposal of Non Current Assets

	1999 \$'000	1998 \$'000
Proceeds from sales	1,087	2,130
Written down value of assets sold	(1,278)	(2,173)
Written down value of assets scrapped or whose control was returned to the State Government	(3,472)	-
	(3,663)	(43)

4. Depreciation

	1999 \$'000	1998 \$'000
Depreciation for the period was charged in respect of:		
Infrastructure assets		
- roads, streets and bridges	2,258	2,233
- land improvement	86	1,711
- drainage works	397	392
Buildings	915	906
Other plant and equipment		
- plant and machinery	1,418	1,126
- furniture and equipment	2,423	1,974
- heritage and works of art	35	35
	7,532	8,377

5. Other Expenses

	1999 \$'000	1998 \$'000
Advertising	621	575
Auditors remuneration/audit services	51	94
Contributions - other	905	964
Insurance	1,369	1,954
Metropolitan Fire Brigades levy	902	923
Operating Leases	1,583	1,140
Printing and stationery	851	816
Telephone charges	828	837
Training	475	334
Other	3,246	2,974
	10,831	10,611

6. Abnormal Items

	1999 \$'000	1998 \$'000
Staff redundancies	-	(806)
Recognition of controlled assets for the first time*	83,312	-
Correction of depreciation error relating to land in prior years	3,344	-
Recognition of parking infringement debtors and the release of the provision for doubtful debts relating to prior year parking infringement debtors	748	-
	87,404	(806)

* Local Government is required to record any asset over which it exercises control, where the value of the asset can be reliably measured and where the entity receives an economic benefit from the asset. Accordingly, Council has now recognised for the first time Crown land and buildings thereon, which have previously not been recorded in the accounts.

7. Current Assets - Cash

	1999 \$'000	1998 \$'000
Cash at bank and on hand	1,771	7

8. Current Assets - Receivables

	1999 \$'000	1998 \$'000
Rates debtors	1,242	1,394
Parking infringement debtors	2,316	1,638
Less: Provision for doubtful debts *	(611)	(537)
	1,705	1,101
Parking infringement debtors at PERIN Court **	10,800	9,470
Less: Provision for doubtful debts *	(8,969)	(9,052)
	1,831	418
Other receivables	1,000	814
Less: Provision for doubtful debts	(109)	(81)
	891	733
	5,669	3,646

* The provision for parking infringement doubtful debts is calculated as a percentage of total parking infringement revenue and has been evaluated and recognised based on previous payment and collection history. It is estimated that \$9.6 million (1998:\$7.3 million) of the parking infringement debtors at PERIN Court have been outstanding for over 12 months.

** The amount outstanding at PERIN Court includes outstanding penalties of \$4.5 million (1998:\$3.8 million) and agency costs of \$6.3 million (1998:\$5.7million).

Financial Statements

9. Current Assets - Investments

	1999 \$'000	1998 \$'000
Bank bills and cash*	18,085	18,547

* Refer to Note 1.10 for further information.

10. Current Assets - Other

	1999 \$'000	1998 \$'000
Prepayments	610	464
MAPS shares	5	-
Accrued income	307	440
	922	904

11. Current Liabilities - Bank Overdraft

	1999 \$'000	1998 \$'000
Bank overdraft	949	1,369

The bank overdraft is secured over the general rates of the Council.

12. Current Liabilities - Creditors & Accruals

	1999 \$'000	1998 \$'000
Trade creditors	2,887	2,669
Trust funds	346	268
Accruals	5,869	3,670
Employee gain sharing accruals	156	-
	9,258	6,607

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13. Provisions

	1999 \$'000	1998 \$'000
CURRENT		
Annual leave	1,833	1,956
Rostered days off	58	69
Retirement gratuity	553	601
Long service leave	209	224
Unfunded superannuation liability	40	928
	2,693	3,778
NON CURRENT		
Long service leave	1,882	2,013
Unfunded superannuation liability	-	12,511
	1,882	14,524

14. Borrowings

	1999 \$'000	1998 \$'000
CURRENT		
Loans - secured - Unfunded superannuation liability *	563	-
NON CURRENT		
Loans - secured - Super Loan	-	90
Loans - secured - Unfunded superannuation liability *	12,837	-
	12,837	90

* During 1998/99 Council tendered for loan funds to acquit its share of the LASB Unfunded Superannuation Liability. The Commonwealth Bank, the successful tenderer, provided two loans, one of \$7.0 million and one of \$6.4 million, repayable over 15 years at a fixed rate of 6.15% p.a., payable quarterly. Council received approval from the Minister for Planning & Local Government for the interest component of the loans to be CCT eligible for the period of the loan. The loan is secured over the general rates of the Council.

15. Non Current Liabilities - Other Liabilities

	1999 \$'000	1998 \$'000
Trust Funds	-	43

Financial Statements

16. Property, Plant and Equipment

	1999 \$'000	1998 \$'000
INFRASTRUCTURE ASSETS		
Roads, streets and bridges		
Roads, streets and bridges at cost	4,694	2,051
Roads, streets and bridges at current cost as at 1 July 1996*	156,761	156,761
Roads, streets and bridges at current cost as at 1 July 1998**	570	-
Less: Accumulated depreciation	(6,721)	(4,463)
	155,304	154,349
Land improvements		
Land improvement at cost	4,840	2,953
Land improvement at current cost as at 1 July 1996*	24,720	49,516
Land improvement at current cost as at 1 July 1998**	1,811	-
Less: Accumulated depreciation	(250)	(3,511)
	31,121	48,958
Drainage works		
Drainage works at cost	1,018	447
Drainage works at current cost as at 1 July 1996*	39,088	39,088
Less: Accumulated depreciation	(1,179)	(783)
	38,927	38,752
LAND AND BUILDINGS		
Land		
Land at cost	520	520
Land at Council's valuation as at 30 June 1996*	195,249	148,308
Land at Council's valuation as at 30 June 1999**	37,740	-
	233,509	148,828
Buildings		
Buildings at cost	2,892	1,849
Buildings at Council's valuation as at 30 June 1996*	63,464	89,420
Buildings at Council's valuation as at 30 June 1999**	43,191	-
Less: Accumulated depreciation	(24,281)	(23,705)
	85,266	67,564
OTHER PLANT AND EQUIPMENT		
Plant and machinery		
Plant and machinery at cost	6,276	3,583
Plant and machinery at current cost as at 1 July 1996*	1,809	2,695
Less: Accumulated depreciation	(2,839)	(1,771)
	5,246	4,507

16. Property, Plant and Equipment *continued*

	1999 \$'000	1998 \$'000
Furniture and equipment		
Furniture and equipment at cost	6,716	5,100
Furniture and equipment at current cost as at 1 July 1996*	2,031	3,751
Less: Accumulated depreciation	(4,677)	(3,155)
	4,070	5,696
Heritage and works of art		
Heritage and works of art at cost	25	25
Heritage and works of art at current cost as at 1 July 1996*	3,466	3,466
Less: Accumulated depreciation	(104)	(69)
	3,387	3,422
Capital works in progress at cost	6,510	6,366
Total property, plant and equipment	563,340	478,442

* Current cost valuations were undertaken in 1996 - 1997 based on 1995 property valuations and 1996 valuations for all other assets. The valuations were performed by the following:

Infrastructure - Mr J Ghosh, Grad Dip Mun Eng; Post Grad Bus. Mgt: MIE Aust, CP Eng: IMEA;

Land & buildings - Mr B McKeon, A.A.I.L.E.V., Manager Property and Regulatory;

Plant and machinery & furniture and equipment - Mr J Singleton FVLE (P&M) FSVA; and

Heritage and works of art - due to the diversity of assets within the asset category a large number of qualified valuers were engaged.

Refer to Note 1.5 'Property, plant and equipment' for details on the Council's valuation policy for each asset category.

**Current cost valuations and council valuations were undertaken in 1998-1999 based upon 1998 property valuations. The valuations were performed by Mr B McKeon A.A.I.L.E.V., Manager Property and Regulatory.

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Financial Statements

17. Reconciliation of Cash

	1999 \$'000	1998 \$'000
RECONCILIATION OF NET CASH PROVIDED BY OPERATING ACTIVITIES TO CHANGE IN NET ASSETS ARISING FROM OPERATIONS		
Increase (decrease) in net assets from operations after abnormal items	86,470	(951)
Depreciation	7,532	8,377
Loss/(gain) on asset sales	3,663	43
Recognition of controlled assets	(83,312)	-
Other	76	-
Write back of depreciation on land from prior years	(3,344)	-
Changes in assets and liabilities:		
Decrease in rate debtors	152	235
Increase in parking infringement debtors	(2,017)	(544)
Decrease (increase) in other receivables	(158)	1,206
Decrease (increase) in other current assets	(13)	79
(Decrease) increase in creditors	2,651	(2,114)
Decrease in other employee provisions	(327)	(131)
Increase in unfunded superannuation liability	-	60
Decrease in other liabilities	(43)	(339)
Net cash provided by operating activities	11,330	5,921
RECONCILIATION OF CASH		
For the purposes of the statement of cash flows, cash includes cash on hand and at banks, net of outstanding bank overdrafts. Cash at the end of the year as shown in the Statement of Cash Flows is reconciled to the related items in the Statement of Financial Position as follows:		
Cash	1,771	7
Bank overdraft offset facility	(949)	(1,369)
	822	(1,362)
FINANCING FACILITIES		
Net facilities available		
Overdraft balance	10,000	10,000
Credit card balance	20	20
	10,020	10,020
Facility used		

18. Commitments for Capital and Other Expenditure

	1999 \$'000	1998 \$'000
At the reporting date, the municipality had entered into contracts for the following capital and other expenditure:		
Property, plant and equipment	1,750	1,276
Provision of Council services	11,773	1,492
	13,523	2,768
These expenditures are due for payment:		
Not later than one year	5,153	2,514
Later than one year and not later than two years	3,168	254
Later than two years and not later than five years	5,202	-
	13,523	2,768

19. Operating Lease Commitments

	1999 \$'000	1998 \$'000
At the reporting date, the municipality had the following obligations under non-cancellable operating leases (these obligations are not recognised as liabilities):		
Not later than one year	570	206
Later than one year and not later than two years	297	155
Later than two years and not later than five years	138	133
	1,005	494

Financial Statements

20. Contingent Liabilities

	1999 \$'000	1998 \$'000
Details and estimates of contingent liabilities for which no provision is included in the accounts, are as follows:		
GUARANTEE		
Council has executed a Bank Guarantee guaranteeing repayment of a loan facility granted to the Port Melbourne Yacht Club Inc. Council has agreed to execute this guarantee relying on its general powers and functions under the Act.	100	100
OPEN SPACE CONTRIBUTIONS		
A potential liability exists for return of open space developer contributions currently subject to review.	80	-
REFUND		
It was previously believed that a claim may have been made against the Council in connection with rate payments made on a property that may have been considered non-rateable under federal legislation. As no claim has been made during the last four years and as legal opinion supplied indicates that there appears to be no grounds for a claim, it has been decided that it is improbable that a liability would arise.	-	1,100

21. Superannuation

SUPERANNUATION: EMPLOYER CONTRIBUTIONS

In accordance with statutory requirements, Council makes employer superannuation contributions in respect of its employees to the Local Authorities Superannuation Fund (the Fund). During 1998/99 Council's superannuation contributions relating to that year's accumulation and defined benefit members service was \$1.7 million (\$1.8 million in 1997/98).

SUPERANNUATION: ACCUMULATION BENEFITS

The Fund's accumulation benefits category receives both employer and employee contributions on a progressive basis. Employer contributions are based on a fixed percentage of employee earnings (7% in 1998/99 and 6% in 1997/98). No further liability accrues to Council as the superannuation benefits accruing to employees are represented by their share of the net assets of the fund.

SUPERANNUATION: DEFINED BENEFITS

Council makes employer contributions to the defined benefits category of the Fund at rates determined by the Fund's Board. The rate is currently 9.25% (9.25% in 1997/98) of eligible remuneration. In addition, Council reimburses the Fund for the difference between resignation and retrenchment benefits paid to Council's employees retrenched during the year. Employees also make member contributions to the Fund. As such, assets accumulate in the fund to meet member benefits, defined by legislation, as they accrue. 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.

Council's liability to the Fund as at 30 June 1998, including principal, tax and accrued interest was \$13.4 million. During the year further interest charges accrued and council resolved to pay-out the current estimate of the liability, which was calculated at the time to be \$14.1 million. Two loans totalling \$13.4 million (refer Note 14) were obtained to finance the majority of this liability.

22. Reserves

	1999 \$'000	1998 \$'000
ASSET REVALUATION RESERVE		
Balance at the start	131,796	132,080
Revaluation of plant and equipment and furniture and fittings	-	(284)
Balance at end of year	131,796	131,796
GENERAL RESERVE		
Balance at the start	5,303	8,327
Transferred from accumulated surplus re committed contributions	3,551	559
Transferred to accumulated surplus	(1,872)	(3,583)
Balance at end of year	6,982	5,303
STATUTORY RESERVES		
Resort and Recreation Reserve		
Balance at the start	1,974	1,717
Transferred from accumulated surplus re developer contributions	1,504	1,484
Transferred to accumulated surplus re recreation projects	(1,463)	(1,227)
Balance at end of year	2,015	1,974
Contributions for Carparking Reserve		
Balance at the start	1,196	1,193
Transferred from accumulated surplus re developer contributions	24	3
Transferred to accumulated surplus re recreation projects	(201)	-
Balance at end of year	1,019	1,196
Sale of Laneways Reserve		
Balance at the start	67	194
Transferred to accumulated surplus re construction works	-	(127)
Balance at end of year	67	67
Statutory Reserve Total	3,101	3,237
Total Reserves	141,879	140,336

Financial Statements

23. Financial Ratios

	1999 \$'000	1998 \$'000
DEBT SERVICING RATIO		
Purpose - Identifies the capacity to service outstanding debt.		
$\frac{\text{Debt servicing costs}}{\text{Total revenue}}$	1.23%	0.01%
Outstanding debt as at 30 June 1999 amounts to \$13.4million		
DEBT COMMITMENT RATIO		
Purpose - Identifies debt redemption strategy.		
$\frac{\text{Total debt commitment (Debt services and debt redemption)}}{\text{Rate revenue}}$	2.53%	0.02%
Outstanding debt as at 30 June 1999 amounts to \$13.4million		
RATE REVENUE TO TOTAL REVENUE		
Purpose - Identifies dependence upon rates.		
$\frac{\text{Rate revenue}}{\text{Total revenue}}$	53.84%	49.66%
(This means that 53.84% of total revenue is earned from rates.)		
TOTAL INDEBTEDNESS TO REALISABLE ASSETS		
Purpose - Identifies exposure to debt.		
$\frac{\text{Total indebtedness}}{\text{Realisable assets}}$	1 : 12.77	1 : 9.60
(This means that for every dollar of total liabilities, the Council controls \$12.77 of realisable assets.)		
WORKING CAPITAL RATIO		
Purpose - Identifies ability to meet current commitments		
$\frac{\text{Current assets}}{\text{Current liabilities}}$	1.96 : 1	1.97 : 1

(This means that for every dollar of current liabilities, Council has \$1.96 of current assets.)

Current assets: Total current assets as shown in the Statement of Financial Position.

Current liabilities: Total current liabilities as shown in the Statement of Financial Position.

Debt redemption: Includes the principal component of loan repayments and financial leases and capital items purchased on vendor terms.

Debt services: Includes interest and charges on loans, overdrafts, financial leases and interest on payments for capital items purchased on vendor terms, and contributions to sinking funds.

Rate revenue: Includes revenue from general rates, municipal charges, special rates, special charges, service rates and service charges.

Total revenue: Total revenue as shown in the Operating Statement.

Total indebtedness: Total liabilities, both current and non current, as shown in the Statement of Financial Position.

Realisable assets: Includes total current assets and total non current assets, excluding those assets which cannot be sold and those assets subject to restrictions. The following assets have been removed from total assets when calculating realisable assets: restricted assets and infrastructure assets.

24. Related Parties

Related Parties Disclosures for Responsible Persons

Persons who held office as a councillor of the City of Port Phillip at any time during the year ended 30 June 1999 are as follows: D Brand, P Brown, F Erlich, D Gross, C Haäg, J Hill, C Hutchens, L Johnstone, J Lewisohn, D Ray, L Stamer and L Thompson. The person who held office as the Chief Executive Officer of the City of Port Phillip during the year was A Dunn.

Responsible Persons' Remuneration	1999 \$'000	1998 \$'000
Income received or due and receivable by responsible persons.	291	310

The number of responsible persons of the Council as at 30 June 1999 included in these figures are shown below in their relevant income bands:

Remuneration between	Number	Number
\$10,000 - \$19,999	6	6
\$20,000 - \$29,999	-	-
\$30,000 - \$39,999	1	-
\$50,000 - \$59,999	-	1
\$170,000 - \$179,999	-	1
\$180,000 - \$189,999	1	-

Loans to Responsible Persons

There were no loans to responsible persons at 30 June 1999.

Retirement Benefits

There were no retirement benefits paid by Council during the reporting period.

Other Transactions of Responsible Persons and Their Related Parties

There were no other transactions between responsible persons and their related parties and the City of Port Phillip during the 1998-1999 financial year.

Senior Officers' Remuneration	1999 \$'000	1998 \$'000
Income received or due and receivable by senior officers whose income is more than \$70,000.	2,370	2,061

The number of senior officers whose income is more than \$70,000 are shown below in their relevant income bands:

Remuneration between	Number	Number
\$70,000 - \$79,999	7	9
\$80,000 - \$89,999	1	6
\$90,000 - \$99,999	5	1
\$100,000 - \$109,999	2	3
\$110,000 - \$119,999	2	2
\$120,000 - \$129,999	3	2
\$130,000 - \$139,999	-	-
\$140,000 - \$149,999	1	-
\$150,000 - \$159,999	-	-

25. General Revaluation

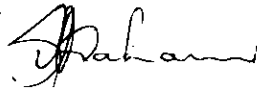
The date of the last revaluation of rateable land within the municipal district was 30 June 1998, and the revaluation first applied to the period commencing 1 July 1998.

Net Annual Value of all rateable land in the municipal district as at 30 June 1999 was \$702,146,642 (1998:\$530,356,269).

Financial Statements

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.



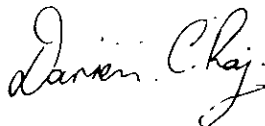
David Graham
PRINCIPAL ACCOUNTING OFFICER
Dated: 29/9/99

In our opinion the accompanying financial statements present fairly the financial transactions of the Port Phillip City Council for the year ended 30 June 1999 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.



Dick Gross
MAYOR AND COUNCILLOR
Dated: 29/9/99



Darren Ray
COUNCILLOR
Dated: 29/9/99



David Graham
PRINCIPAL ACCOUNTING OFFICER
Dated: 29/9/99

AUDITOR-GENERAL'S REPORT

To the responsible Ministers and the Councillors of Port Phillip City Council



**VICTORIAN
AUDITOR-
GENERAL'S
OFFICE**
*Auditing in the
Public Interest*

Audit Scope

The accompanying financial report of Port Phillip City Council for the financial year ended 30 June 1999, comprising an operating statement, statement of financial position, statement of changes in equity, statement of cash flows and notes to the financial statements, has been audited. The Councillors are responsible for the preparation and presentation of the financial report and the information it contains. An independent audit of the financial report has been carried out in order to express an opinion on it to the responsible Ministers and the Councillors 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 report is 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 report, 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 report is presented fairly in accordance with Australian Accounting Standards and other mandatory professional reporting requirements and complies with the requirements of the *Local Government Act 1989*, so as to present a view which is consistent with my understanding of the Council's financial position, the results 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 report.

The audit opinion expressed in this report has been formed on the above basis.


Qualification

As indicated in note 12 to the financial statements, the Council has recognised as a current liability in the statement of financial position a provision for estimated redundancy payments amounting to \$1.62 million. In my opinion, as the Council did not have a present obligation in relation to redundancy payments at balance date, current liabilities are overstated by \$1.62 million and the operating result is understated by the same amount.

Qualified Audit Opinion

In my opinion, except for the effect of the matter referred to above, the financial report presents fairly the financial position of the Port Phillip City Council as at 30 June 1999 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 complies with the requirements of the *Local Government Act 1989*.

MELBOURNE
7 /10/ 1999


K. G. Hamilton
Acting Auditor-General

Council Offices

The City of Port Phillip operates from three main locations:

- St Kilda Town Hall, corner of Carlisle Street and Brighton Road, St Kilda
- South Melbourne Town Hall, 208 Bank Street, South Melbourne
- Port Melbourne Town Hall, 333 Bay Street, Port Melbourne

A cashier service for the payment of rates and other fees is available during business hours at all Town Halls.

Services are also provided from numerous outposts throughout the City, including libraries, community centres, maternal and child health centres, child care centres, kindergartens, playgrounds, and a depot and transfer station.

Assist Centre

At each of the Town Halls, Council operates an ASSIST Centre (service centre) to which the community can direct any enquiries or complaints they have about Council services.

Staff of the ASSIST Centre are highly trained and have an extensive knowledge base to be able to answer the majority of queries/complaints received (with the exception of detailed enquiries on building or planning applications).

Where the ASSIST staff member is unable provide an immediate answer they will direct the enquirer to the most appropriate person within Council.

ASSIST staff have a wide language base and are able to provide services in the following languages: Russian, Japanese, Italian, Mandarin, Cantonese, German, Greek and several Indian dialects.

If you have an enquiry or complaint please contact ASSIST by:

Telephone: 03 9209 6777

Facsimile: 03 9209 6888

Email: assist@portphillip.vic.gov.au

Mail: Private Bag No 3, PO St Kilda, Victoria, 3182

or call at one of the Town Halls listed above.

An after hours/emergency service is also available by ringing 9209 6666.

ACKNOWLEDGEMENTS

Produced and edited: Lisel Thomas

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Financials: Financial Services Team

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Other numerous City of Port Phillip staff