

1. Chairperson's Report



The year 2004-05 has been both a challenging and busy one for the Dandenong Development Board. The Board's focus was on developing an understanding of the dynamics of Dandenong's central city area and the development of partnerships with key stakeholders in Dandenong's future growth.

As the year unfolded the Board's attention turned to the identification and completion of a range of strategic planning and capital works projects necessary to underpin future growth and investment in Dandenong. The 2004-05 year has seen the initiation or completion of a range of projects, including urban design, retail and commercial, traffic and access management plans, as well as streetscape works and urban art projects. The Board's approach is to work closely with the City of Greater Dandenong and other key stakeholders in undertaking these projects. No significant changes affecting the performance of the Board have occurred during the year.

A number of other major initiatives have commenced in Dandenong. The redevelopment of the former Dandenong Saleyards site by VicUrban and the City of Greater Dandenong has commenced. It will eventually accommodate a new community of some 2,000 or more residents living within close proximity to the railway/bus station and city centre.

With support from the Board and State Government, the Council is also redeveloping the Dandenong Town Hall as the "Drum Theatre" performing arts centre. It is due to open in early 2006. The former Telstra building located in McCrae Street in the city centre has been redeveloped as a four-star Ramada Encore hotel. Together with a range of other planning and capital works projects these major developments will form the catalyst to stimulate future investment and development in Dandenong.

I would like to thank my fellow Board members for giving so generously of their time and for their valuable input over the past year. Thank you also to Cr. Clare O'Neil, who, due to a change in role, retired from the Board during the year. The contributions of all Board members were central to the work of the Board and the facilitation of strong relationships between stakeholder organisations.

I would also like to thank the staff of the Board, led by Executive Officer Rob Davies, who work with dedication and commitment to support the operation of the Board in its important work.

In reflecting on the achievements of the past year, I am confident that Dandenong has a bright future and I look forward to the year ahead.

A handwritten signature in red ink, appearing to read 'David Cowlshaw'.

David Cowlshaw
Chairperson

2. Role and Functions

2.1

Manner of establishment and the relevant Ministers

The Dandenong Development Board was established in October 2003 under the *Dandenong Development Board Act 2003* (the Act). Under the Act, "Dandenong" means the municipal district of the Greater Dandenong City Council. The Act expires on 30 June 2010. The responsible Minister is the Minister for Planning, the Hon. Rob Hulls MP.

2.2

Objectives, functions, powers and duties

It is the role of the Board to work with key stakeholders to facilitate and support the revitalisation of Dandenong as a key metropolitan activity centre. This will be achieved through the formation of strategic partnerships with stakeholders, the implementation of appropriate strategic planning initiatives, the encouragement of new investment and development, and by strengthening the social and economic characteristics of the community in support of Dandenong's ongoing role as a regional activities focus.

The work of the Board takes place within the policy context applying at a state and local level. The most significant policy initiatives that affect the Board are Growing Victoria Together, Melbourne 2030 and A Fairer Victoria.

The **objectives** of the Dandenong Development Board, as expressed in section 4 of the Act, are:

- to promote Dandenong as a key centre for employment, housing, service delivery and community activity in south-east Melbourne; and
- to facilitate the economic, cultural and community development of, and employment growth in, Dandenong.

In achieving those objectives, the specific **functions** and undertakings of the Board are noted in section 6 of the Act:

- to facilitate the development of Dandenong as a key centre for employment and services for south-east metropolitan Melbourne;
- to encourage activities (including community and cultural activities) which contribute to the role of Dandenong as a key centre for community and culture in south-east Melbourne;
- to recommend to the Minister infrastructure and other works considered necessary to facilitate development and economic and cultural activity within Dandenong;
- to encourage the development of housing diversity within Dandenong, including affordable housing;
- to promote economic growth in Dandenong; and
- to carry out any other functions conferred on the Board by the Act.

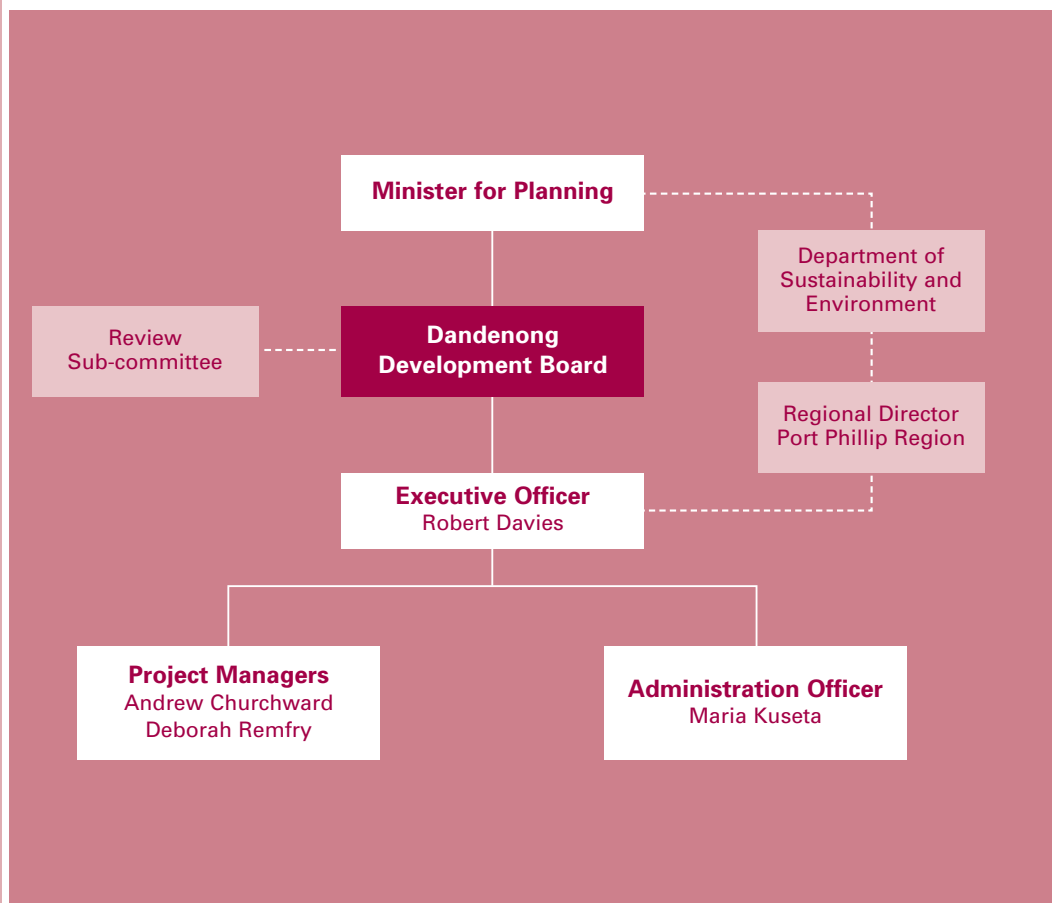
In accordance with section 7 of the Act, the Board has the **power** to do all things which are necessary or convenient to be done to perform its functions under the Act.

The Dandenong Development Board is specifically empowered under its legislation to:

- (a) undertake or contribute to studies or investigations relating to:
 - (i) the planning, design and development of Dandenong;
 - (ii) identifying necessary infrastructure or other public works within or relating to the development of Dandenong;
 - (iii) identifying works or other activities to be carried out by or on behalf of the Council or of Government agencies in Dandenong;
- (b) enter into contracts, agreements or arrangements with any person or body and do everything, including the payment of money, that is necessary or expedient for carrying the contracts, agreements or arrangements into effect;
- (c) employ agents or contractors;
- (d) with the approval of the Minister, act as agent of another person;
- (e) establish committees in accordance with section 18.

2.3

Organisational Structure



3. Membership

3.1

Dandenong Development Board

The membership of the Dandenong Development Board reflects a breadth of knowledge across urban planning, infrastructure provision, the development sector, government, and local and regional business networks. In accordance with section 10 of the Act, the Board has nine membership positions.

The Chairperson and business representatives have been appointed to the Board by the Governor in Council for a term of four years. They are then eligible for reappointment. The appointed members are entitled to receive fees, travelling and other expenses fixed by the Governor in Council.

Membership of the Board at 30 June 2005, is noted below.

Chairperson	David Cowlshaw
Department of Sustainability and Environment	Michael Scrafton General Manager Strategic Policy & Projects
Department of Infrastructure	James Cain Executive Director, Major Projects Victoria
Department of Innovation, Industry and Regional Development	Lynne Williams Deputy Secretary, Business Support
VicUrban	John Tabart Chief Executive Officer
City of Greater Dandenong	Cr Maria Sampey Mayor
City of Greater Dandenong	Carl Wulff Chief Executive Officer
Business Representative	Roy Sanderson Director, RJ Sanderson & Associates P/L
Business Representative	Mark Pheely Divisional Manager, General Property Trust

3.2

Review Sub-committee

The Review Sub-committee of the Board was established in June 2004, to identify, consider and make recommendations to the Board on relevant matters. Membership of the Review Sub-committee at 30 June 2005, is noted below.

Dandenong Development Board	Robert Davies Executive Officer
City of Greater Dandenong	Mal Baker Director Development Services
VicUrban	Emma Young Project Manager, Transit Cities
VicRoads	Steve Brown Regional Manager, Metropolitan South East Region
Department of Innovation, Industry and Regional Development	Mike Hedt Regional Manager, South East Region
Department of Sustainability and Environment	Peter Anderson Manager Planning and Development, Port Phillip Region
Department of Infrastructure	Eric Moore Regional Manager, Southern Region Bus Services
Department of Human Services	Phil Dalling Manager Social and Community Strategy, Southern Metropolitan Region

4. Meetings

4.1

Dandenong Development Board

During the period 21 July 2004 to 17 May 2005, the Dandenong Development Board met on the third Tuesday of each month at the Board's office premises at 314a Thomas Street in Dandenong.

To facilitate improved meeting efficiencies, the Board resolved on 22 March 2005 to alternate meeting locations between the Board's offices in Dandenong and Melbourne's central business district and to meet every two months.

The Board held a total of 9 meetings during the reporting period. In addition, members met on an as required, informal basis to progress specific matters.

TABLE 4.1.1: MEETINGS OF THE DANDENONG DEVELOPMENT BOARD

MEETING DATES 2004-05	
21 July 2004	21 December 2004
17 August 2004	22 February 2005
21 September 2004	22 March 2005
19 October 2004	17 May 2005
16 November 2004	

TABLE 4.1.2: ATTENDANCE AT BOARD MEETINGS

MEMBER	ELIGIBLE TO ATTEND	ATTENDANCE
David Cowlshaw	9	8
Michael Scrafton	9	5
James Cain	9	5
Lynne Williams	9	6
John Tabart	9	4
Cr Maria Sampey (21.12.04 – ongoing)	4	4
Cr Clare O'Neil (18.05.04 – 16.11.04)	5	5
Carl Wulff	8	7
Roy Sanderson	9	6
Mark Pheely	5	4

4. Meetings (continued)

4.2

Review Sub-committee

The Board's Review Sub-committee met on the following occasions at the Board's offices in Dandenong.

TABLE 4.2.1: MEETINGS OF THE REVIEW SUB-COMMITTEE

MEETING DATES 2004-05	
03 August 2004	03 November 2004
07 September 2004	07 December 2004
05 October 2004	05 April 2005

TABLE 4.2.2: ATTENDANCE AT REVIEW SUB-COMMITTEE MEETINGS

MEMBER	ELIGIBLE TO ATTEND	ATTENDANCE
Robert Davies	6	5
Mal Baker	6	5
Mike Hedt	6	5
Peter Anderson	6	4
Rob Taber (29.06.04 – 05.11.04)	3	2
Roger Bollen (29.06.04 – 03.11.04)	4	4
Emma Young (03.11.04 – ongoing)	3	2
Steve Stanko (03.08.04 – 07.12.04)	5	4
Eric Moore (05.04.05 – ongoing)	1	1
Brian Negus (29.06.04 – 03.11.04)	4	1
Steve Brown (05.04.05 – ongoing)	1	1
Phil Dalling (05.04.05 – ongoing)	1	1

5. Board Operations

5.1

Administration

The office of the Dandenong Development Board is located in the Victorian Business Centre at 314a Thomas Street, Dandenong, 3175 (telephone 03 9238 4444, facsimile 03 9794 5644).

The Board continues to be supported by four staff members, all of whom are employees of the Department of Sustainability and Environment:

Executive Officer	Robert Davies
Project Manager	Deborah Remfry
Project Manager	Andrew Churchward
Office Administrator	Maria Kuseta

There are two male and two female staff (no change compared to 2003-04). In accordance with section 19(2) of the Act, the Executive Officer has the day-to-day control and management of the affairs of the Board.

5.2

Financial information

The 2002-03 State Budget allocated funding of \$1million per year for an initial period of four years, to establish and operate the Dandenong Development Board.

Funding for a further three-year period (to 2008-09) was allocated in the 2004-05 State Budget. This will be reflected in the Board's business planning and organisational objectives for the years ahead. Table 5.2.1 provides a financial summary of the Board's expenditure.

TABLE 5.2.1: FINANCIAL SUMMARY

ITEM	2004-05 (\$)	2003-04 (\$)	2002-03 (\$)
BUDGET			
Salaries and Wages	367,000	420,000	330,000
Operating Expenses	90,000	80,000	175,000
Plant and Vehicle Expenses	3,000	5,000	5,000
Office Overheads	22,000	45,000	40,000
Projects	518,000	450,000	450,000
TOTAL BUDGET	1,000,000	1,000,000	1,000,000
EXPENDITURE			
Salaries and Wages	359,342	338,407	271,541
Operating Expenses	49,794	78,888	169,053
Plant and Vehicle Expenses	1,671	2,828	0
Office Overheads	18,176	29,187	12,628
Projects	549,120	573,086	600,000
TOTAL EXPENDITURE	978,103	1,022,396	1,053,222

5. Board Operations (continued)

The Board engaged in six major consultancies during the year at a total cost of \$99,563 (ex GST). Expenditure on minor consultancies totalled \$9,557. There were no consultancies greater than \$100,000.

TABLE 5.2.2: PROJECTS – MAJOR CONSULTANCIES UNDERTAKEN

CONSULTANCIES	2004-05 (\$)
Central Dandenong Retail & Commercial Revitalisation Study	40,000
Chisholm TAFE CIES Feasibility Study	5,000
Dandenong Multi-Agency Scoping Study	12,000
Gateways Study	27,563
George Street Bridge Feasibility Study	6,000
George Street Bridge Feature Survey	9,000

The Board also partnered with the City of Greater Dandenong to undertake a number of important strategic planning and capital works projects in Dandenong. Funding grants by the Board are noted in Table 5.2.3.

TABLE 5.2.3: PROJECTS – FUNDING GRANT

FUNDING	2004-05 (\$)
Walker Street Lighting Installation Project	45,000
Traffic and Road Network Management	125,000
Lonsdale Street Public Open Space Project	100,000
Town Hall Redevelopment Streetscape Works	170,000
Total	440,000

The Board's administration in areas of financial management and account management, industrial relations, HR policy and administrative procedures is resourced through the systems, controls and procedures of the Department of Sustainability and Environment. Detailed financial and other information relating to the *Financial Management Act 1994* is included in the Department's Annual Report for 2004-05.

6. 2004-05 Key Achievements

The year 2004-05 saw the Dandenong Development Board focus on four strategic priorities, which were to:

1. explain and articulate the future vision for Dandenong Transit City to Government, key stakeholder groups and the community;
2. implement initiatives to facilitate the creation of a stronger link between the Dandenong Railway Station, Town Hall and Market, as well as complementary redevelopment;
3. identify key infrastructure and other capital works necessary to facilitate development and economic activity in the city centre; and
4. identify key sites for redevelopment, as well as possible investors to initiate and/or tenant new development.

The Board worked actively towards those priorities in close collaboration with the City of Greater Dandenong, VicUrban and other stakeholders.

In carrying out its work, the Board also responded to the richness of cultural, social and economic diversity within the Dandenong community. The importance of that diversity and the need for community inclusiveness is reflected in the various design, mobility and amenity based projects implemented or facilitated by the Board throughout the reporting period.

Important activities and projects initiated or facilitated by the Board include:

- the provision of briefings to the Minister for Planning by the Chairperson and Executive Officer regarding the work of the Board and progress with the Transit City project;
- meetings between the Board's Chairperson and Executive Officer and the Minister for Major Projects, Minister for Tourism, Minister for Police and Emergency Services and local Members of Parliament to report on the progress of the Board and to discuss future planning for central Dandenong;
- the hosting of a visit to Dandenong by Members of Parliament to outline the objectives and activities underway and to discuss public transport issues;
- representation by the Executive Officer on the former South Eastern Metropolitan Regional Manager's Forum, which worked to coordinate the work and programs of State Government offices across the region;
- representation by staff of the Board on the Greater Dandenong Community Safety Committee, which addresses safety issues facing the community;
- the delivery of presentations by staff to stakeholder organisations and forums on the work of the Board and the progress of the Transit City project, including presentations to:
 - Dandenong Retail Traders Association;
 - South East Development Board;
 - Greater Dandenong Community Safety Committee;
 - Baw Baw Shire Council;
 - Casey-Cardinia Growth Corridor Technical Working Group;
 - Integrated Planning Forum;
 - National Urban Design Forum;

6. 2004-05 Key Achievements (continued)

- the hosting of a visit to Dandenong by Mr John McTernan, Senior Policy Adviser to the Prime Minister of the United Kingdom, to discuss urban regeneration and infrastructure issues, requirements and processes;
- partnering with the Department of Infrastructure, City of Greater Dandenong and VicRoads on a Traffic and Land Use Modelling Study. The Study developed microsimulation and regional traffic models for use in the assessment of future development applications and infrastructure improvements in the city centre;
- partnering with the City of Greater Dandenong to prepare a Design and Mobility Plan for central Dandenong. The Plan sets down urban design guidelines and access improvements for pedestrians, cyclists, motor vehicles and public transport commuters;
- partnering with the City of Greater Dandenong to review the operation of the retail and commercial sectors in central Dandenong, and to develop a strategy for their revitalisation with a targeted business attraction and investment program;
- preparation of a strategy for the identification and development of suitable gateway entries for the major approaches to central Dandenong;
- the investigation of the need for a north-south road bridge across the Dandenong railway line, between Dandenong South and the west side of the city centre, to improve connectivity and unlock development opportunities;
- partnering with the City of Greater Dandenong to design and install streetscape works as part of the redevelopment of the Dandenong Town Hall as a new performing arts centre (known as the Drum Theatre);
- partnering with the City of Greater Dandenong and the State Government's Pride of Place and Powerline Relocation Programs in the development of a public lighting strategy for central Dandenong, as well as the undergrounding of powerlines and street lighting upgrades in Walker Street. The Walker Street lighting improvements were in support of the new Drum Theatre;
- partnering with the City of Greater Dandenong to develop a short-to-medium term public open space area linking Lonsdale Street and Palm Plaza, pending future redevelopment as part of the revitalisation of central Dandenong;
- partnering with the City of Greater Dandenong to install '*Reverie*', a major urban art work in Lonsdale Street at the corner of Walker Street; and
- investigation of opportunities to strengthen agency coordination processes which would better address the social and economic disadvantage in the areas surrounding the city centre.

7. Statements of Legislative Compliance

7.1

Major Contracts

The Board did not enter into any contracts greater than \$10 million in value during the reporting period.

7.2

National Competition Policy

The national competition reform agenda has resulted in a greater emphasis on the encouragement of competition in the community. Competitive neutrality is a principle of the National Competition Policy and requires that, as far as practicable, government-owned businesses compete with private sector businesses on the same footing.

The Board purchases services and goods in line with the Victorian Government Purchasing Authority's guidelines.

7.3

Overseas Travel

No Board members or staff participated in overseas travel on behalf of the Board during the reporting period.

7.4

Merit and Equity

In accordance with the Public Administration Act 2004, the Board is committed to the principles of equal employment opportunity and the establishment and maintenance of a non-discriminatory work environment. The Board ensures that all persons are assessed solely on the basis of merit with respect to recruitment, promotion and access to training and other programs and facilities. This approach reflects the Board's desire to have a work-place free from discrimination, where each person has the opportunity to progress to the extent of their ability and the needs of the organisation.

Employers must ensure that:

- decisions are based on merit;
- employees are treated fairly and reasonably;
- equal employment opportunity is provided; and
- there are reasonable avenues of redress against unfair or unreasonable treatment.

Employees must:

- act with impartiality;
- display integrity, including avoiding real or apparent conflicts of interest;
- show accountability for actions; and
- provide responsive service.

7.5

Occupational Health and Safety (OH&S)

Board management and staff participate in regular OH&S meetings relating to the Dandenong Development Board's work-place. Recommendations from the meetings are acted on by management as required.

7. Statements of Legislative Compliance (continued)

7.6

Industrial Relations

The Dandenong Development Board enjoys a cooperative relationship with employee representative organisations. No time has been lost during the year through industrial accidents or disputes.

7.7

Freedom of Information

The *Freedom of Information Act 1982* allows the public a right of access to documents held by the Board. There were no Freedom of Information (FOI) requests received during the reporting period.

FOI requests are made in writing describing the documents requested and including payment of the \$21 application fee. Further charges may be payable. FOI fees and charges are not subject to GST. Requests to the Board should be sent to Freedom of Information, Dandenong Development Board, 314a Thomas Street, Dandenong, 3175. The telephone contact number is 03 9238 4444.

7.8

Building Act 1993

The Board does not own property, but leases premises at 314a Thomas Street, Dandenong.

7.9

Whistleblowers Protection Act 2001

The *Whistleblowers Protection Act 2001* is designed to protect people who disclose information about serious wrongdoing within the Victorian Public Sector and to provide a framework for the investigation of these matters.

There were no disclosures made during the reporting period.

The Protected Disclosure Coordinator for the Department of Sustainability and Environment acts as an agent for the Dandenong Development Board to receive disclosures under the *Whistleblowers Protection Act 2001*, and applies departmental procedures in managing disclosures. Disclosures may also be made directly to the Ombudsman. The contact details for the Protected Disclosure Coordinator and Ombudsman are:

- Deidre Egan, Protected Disclosure Coordinator
Department of Sustainability and Environment
PO Box 500, East Melbourne Vic 3002
telephone: 9637 8575, facsimile: 9637 8128, email: deidre.egan@dse.vic.gov.au
- The Ombudsman Victoria
Level 3, South Tower, 459 Collins Street, Melbourne Vic 3000
telephone: 9613 6222, Toll free: 1800 806 314

7.10

Disclosure Index

The 2004-05 Annual Report of the Dandenong Development Board is prepared in accordance with all relevant Victorian legislation. This index has been prepared to facilitate identification of the Board's compliance with statutory disclosure requirements.

7. Statements of Legislative Compliance (continued)

TABLE 7.10.1: DISCLOSURE INDEX

LEGISLATION	REQUIREMENT	PAGE
MINISTERIAL DIRECTIONS		
Report of Operations		
<i>Charter and purpose</i>		
FRD 22	Manner of establishment and the relevant Ministers	2
FRD 22	Objectives, functions, powers and duties	2
FRD 22	Nature and range of services provided	2-3
<i>Management and structure</i>		
FRD 22	Organisational structure	3
FRD 22	Board members	4
<i>Financial and other information</i>		
FRD 22	Major changes or factors affecting performance	1
FRD 22	Objectives and performance against objectives	2,9-10
FRD 22	Statement of workforce data	7
FRD 22	Summary of the financial results	7-8
FRD 22	Significant changes in financial position during the year	n/a
FRD 22	Details of consultancies under \$100,000	8
FRD 22	Details of consultancies over \$100,000	8
FRD 22	Subsequent events which will affect operations in future years	n/a
FRD 12	Disclosure of major contracts	11
FRD 22	Statement on National Competition Policy	11
FRD 22	Merit and equity	11
FRD 22	Occupational Health and Safety	11
FRD 22	Application and operation of <i>Freedom of Information Act 1982</i>	12
FRD 22	Compliance with Building Act 1993	12
FRD 22	Application and operation of the <i>Whistleblowers Protection Act 2001</i>	12
FRD 22	Statement of availability of other information	14
FRD 15	Executive Officer disclosures	n/a
FRD 10	Disclosure index	13-14

7. Statements of Legislative Compliance (continued)

TABLE 7.10.1: DISCLOSURE INDEX (continued)

LEGISLATION	REQUIREMENT	PAGE
Financial Statements		
<i>Financial statements required under Part 7 of the FMA</i>		
SD 4.2(c)	Compliance with Australian accounting standards and other authoritative pronouncements	#
SD 4.2(c)	Compliance with Ministerial Directions	#
SD 4.2(d)	Rounding of amounts	#
SD 4.2(c)	Accountable officer's declaration	#
SD 4.2(f)	Model Financial Report	#
SD 4.2(b)	Statement of financial performance	n/a
SD 4.2(b)	Statement of financial position	n/a
SD 4.2(b)	Statement of cash flows during the year	#
<i>Other disclosures in notes to the financial statements</i>		
FRD 9	Departmental disclosure of administered assets and liabilities	#
FRD 11	Disclosure of ex-gratia payments	n/a
FRD 13	Disclosure of parliamentary appropriations	n/a
FRD 21	Responsible person and Executive Officer disclosures	n/a
FRD 23	Superannuation liabilities and disclosure	#

Other information required to be available under Financial Reporting Direction 22 (FRD 22):

Information relevant to the headings listed in FRD 22 of the *Financial Management Act 1994* (FMA) is held at the Board's office and is available on request, subject to the *Freedom of Information Act 1982* and the *Information Privacy Act 2000*.

See Department of Sustainability and Environment Annual Report 2004-05

