



Barwon Coast  
Committee of  
Management Inc.

**ANNUAL REPORT**  
**2017/2018**

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## CHAIR AND CEO'S REPORT



### It gives us great pleasure to present Barwon Coast's 2017/2018 annual report.

Firstly and importantly Barwon Coast formally acknowledges the coastline of the southern Bellarine Peninsula as the traditional lands of the Wadawurrung people and recognises the Wadawurrung as Traditional Owners and pays tribute to their elders, past, present and emerging.

The year ended 30th June 2018 proved to be another productive and rewarding period for Barwon Coast involving the successful completion of several major projects.

Barwon Coast again served its community, visitors and our Crown land environments to a high standard. Barwon Coast employs a highly motivated, knowledgeable and dedicated staff, and very capable senior managers who operate under the direction of an experienced Chief Executive Officer, who works in partnership with an independent voluntary Committee of Management, which collectively provides a wide range of appropriate and complementary skills.

Barwon Coast staff are supported by a range of consultants and contractors, carrying out many diverse functions. Additionally, there are a number of key environmental community groups that contribute valuable time and resources in helping us to meet our objectives and which Barwon Coast continues to support and work with.

Barwon Coast maintains its financial viability through the operation of our three highly successful accommodation parks: Barwon Heads and Riverview Family Caravan Parks, and seasonal Riverside Camp Ground. Income generated from the parks and other leases and licences funds all of Barwon Coast's work.

### Highlights and achievements of the year:

**Planning:** Development of the next iteration of Barwon Coast's primary strategic planning document – Coastal Marine and Management Plan;

**Surf Beach Complex:** Redevelopment of the Ocean Grove Surf Beach Complex was substantially progressed with the appointment of Ireland Brown Constructions as the principal construction contractor. Demolition of the old complex was completed in May 2018 and construction was well underway by the end of the reporting period. The complex is planned to be completed in May 2019;

**Dunes Lease:** Barwon Coast successfully conducted an open public tender for the lease of the redeveloped Dunes Café in the new Surf Beach Complex. With all shortlisted tenders being established local operators, the high quality of tender submissions provided a clear leader who the Committee believe will provide the community with great service and a 'value for money' return to the greater Victorian community.

**Share Our Shores:** Barwon Coast in partnership with other stakeholders has successfully developed and launched the Share Our Shores program to help provide understanding in our communities of the rights, responsibilities and respect involved in sharing our highly valued beach and foreshores.

**Spiegel Tent:** We provided a trial engagement of the Wonderland Spiegel Tent to huge acclaim and can now report it has been

offered and accepted a 3-year licence to operate at Lahey Square Barwon Heads for the summer seasons ahead.

### **New Pedestrian Crossing – Ocean Grove Barwon Heads Road:**

Barwon Coast worked collaboratively with VicRoads to provide a new pedestrian crossing zone on the Ocean Grove spit.

**New Members:** Welcome new members to the committee, with the Ministerial appointment of Ben Carter, Graeme Hanel and Sharon Lewis.

Barwon Coast staff supported by our contractors provided:

- A strong natural resource program, driven by the need for flora, fauna and habitat protection including invasive pest controls.
  - During the period the first trial of a beach exclusion zone, to protect Hooded Plover chicks from hatching until fledging, resulted in a successful fledging; a first for Ocean Grove Main Beach;
- A responsive high level of service to visitor facility provision and maintenance, e.g. maintenance of access paths, car parks, toilets, rubbish removal, signage, provision of doggie bags etc.;
- The summer season community shuttle bus service, funded jointly by Barwon Coast, City of Greater Geelong [CoGG], and Barwon Heads Community Bank;
- The Summer Activities Education Program provided free in our caravan parks;
- The continued provision of professional lifesaving services at 18W (OG Spit), every day of the peak holiday period and additional personnel at Ocean Grove Main Beach in partnership with CoGG.

### Challenges ahead:

- Storm surge events continue to provide challenges to protection of our dunes and the maintenance of infrastructure, in particular beach accesses and protective fencing;
- Increasing visitation pressures on the natural and built environments;
- Increasing demand for camping, caravanning and accommodation, especially during peak period.

### Planning appropriately for the future:

Barwon Coast will:

- Maintain our high level of genuine community, user and stakeholder engagement in all major projects;
- Complete the redevelopment of the Ocean Grove Surf Beach Complex, including the Dunes Café and Ocean Grove Surf Life Saving Club;
- Review accommodation trends and improve online marketing opportunities to ensure the prosperity of our lifeblood income from the caravan parks;
- Carefully review our commercial leases to ensure best outcomes for users and value-for-money returns for our community.



## Acknowledgements:

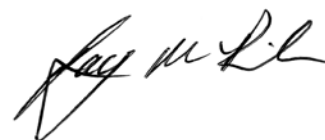
Firstly, we acknowledge the fine work of all our staff, and the leadership of senior Barwon Coast management: Abi Adams, Manager Corporate Services; John Henderson, Manager Coastal Operations; Warren Chapman, Manager Natural Resource Planning; Maddie Glynn, Manager Community Liaison & Education; Kate Wynn, Manager Marketing & Engagement; Kevin Johnson, Manager Projects; Stephanie Davey, Human Resources Coordinator; Caravan Park Managers: Jon Paskas & Trina Kerans at Barwon Heads Caravan Park and Dallas & Lisa Sheedy at Riverview Family Caravan Park.

Secondly, we acknowledge Committee members for providing high level decision making and leadership in an increasingly time-consuming, demanding and ever more accountable public administration environment.

Finally, and importantly to our community partners, who work with Barwon Coast to provide real and enduring outcomes for the greater community.



Chair: **Phil Emery**



CEO: **Gary McPike**

Barwon Coast Committee of Management Inc. complies with the requirements of Divisions 2 & 3 of Part 5 of the *Public Administration Act 2004*.

# FINANCIAL OVERVIEW

## \$41k net loss

Barwon Coast sustained a net loss in the financial year of \$40,976. Revenues were \$6.77 million, an increase of \$26k compared to the previous financial year whilst expenditures were \$6.8 million, an increase of \$1.1 million on the previous year. Expenditures included the write-off expense of the old Surf Beach Complex following its demolition.

## 98% of operating revenues generated by visitors

98% of revenues, approximately \$5.8 million, were generated by visitors to the Barwon Heads Caravan Park, the Riverview Family Caravan Park in Ocean Grove, and the Riverside Camp Ground along the Barwon River.

## Operating grants totalled \$59k

Operating grants and appropriations totalled \$59k, less than 1% of total revenues, which were contributed by the Department of Environment, Land, Water and Planning (DELWP) for the Beach Cleaning Subsidy Program; Transport For Victoria for management of the Local Port of Barwon Heads; and Victoria Department of Primary Industries – Fisheries for a multicultural community education initiative.

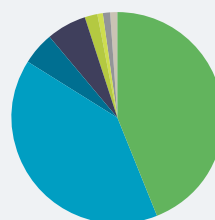
## Capital grants totalled \$57k

Capital grants totalled \$57k, less than 1% of total revenues, and were contributed by the Department of Environment, Land, Water and Planning for various capital works, including the replacement of the stairway at 31W Cylinders carpark along Thirteenth Beach at Barwon Heads, stage 2 of the Barwon Heads Seawall and the development of the ramp design at Ocean Grove Main Beach.

## New assets to the value of \$497K

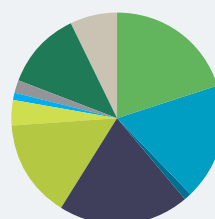
New assets to the value of \$497k were capitalised during the reporting period.

### Revenue by Type



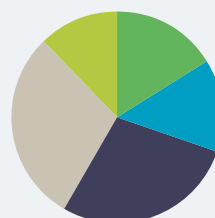
Barwon Heads Caravan Park	44%
Riverview Family Caravan Park	40%
Riverside Camp Ground	5%
Foreshore leases, licences & permits	6%
Interest received on financial assets	2%
Grants & Appropriations - Operating	1%
Grants - Capital	1%
Other income	1%

### Expenses by Type



Barwon Heads Caravan Park operating expenses	20%
Riverview Family Caravan Park operating expenses	18%
Riverside Camp Ground operating expenses	1%
Maintenance - foreshore reserves	20%
Administration - management / reception / provisions	15%
Community education and natural resources protection	4%
Local Port of Barwon Heads Expenses	1%
Foreshore leases, licences & permits expenses	2%
Depreciation expense	12%
Property, plant and equipment write down	7%

### Assets by Type



Barwon Heads Caravan Park	\$80,397
Riverview Family Caravan Park	\$71,810
Coastal Reserves	\$141,346
Motor Vehicles & Plant	\$142,538
Office & General Equipment	\$61,610

# ABOUT THE BARWON COAST COMMITTEE OF MANAGEMENT

The Barwon Coast Committee of Management Incorporated (Barwon Coast) was established under the *Crown Land (Reserves) Act 1978* in July 1995 as a result of the Ocean Grove Foreshore Committee and Barwon Heads Park Committee being amalgamated by the Victorian State government.

Barwon Coast is responsible for managing 13km of coastal Crown land reserves, being barrier sand dune system between 42W Blue Rocks west end Thirteenth Beach through to 7W Collendina east side of Ocean Grove along the Bass Strait coast of the Bellarine Peninsula in Victoria. Within these reserves, Barwon Coast provides for and manages the Barwon Heads Caravan Park, Riverview Family Caravan Park in Ocean Grove, Riverside Camp Ground on the Ocean Grove Spit and the Local Port of Barwon Heads.

The six key areas of responsibility are:

- **Natural resource protection:** protecting local indigenous plants and animals;
- **Natural resource development:** managing public use and development of the reserves;

- **Tourism, recreation and education:** supporting community, business and environment;
- **Accommodation operations:** maintenance, promotion and improvements;
- **Commercial leases and licences:** for services provision and income generation;
- **Local Port operations:** management of the Local Port of Barwon Heads for safe boating.

**Barwon Coast generates approximately \$6m in revenue annually with over 98% coming from caravan park operations at Barwon Heads and Ocean Grove. Other revenue is generated from a range of sources including lease, licence and permit fees, and grant applications. The surplus revenue generated from the caravan park operation provides funding for the management of the natural and developed coastal environs reserves that are the responsibility of Barwon Coast.**

## Barwon Coast Area of Jurisdiction

- Barwon Heads Caravan Park
- Riverside Camp Ground
- Riverview Family Caravan Park

Area of Jurisdiction



## Relevant Legislation

The *Crown Land (Reserves) Act 1978* allows the Barwon Coast Committee to manage, improve, maintain and control the land for the purposes for which it is reserved, and empowers the regulations over the reserve.

During this reporting period, *The Coastal Management Act 1995* required Barwon Coast to obtain works and improvements consent for developments in the coastal reserves. Barwon Coast is also required to obtain appropriate approvals under the *Planning and Environment Act 1988*.

The Committee must be alert to the expectations of the *Flora and Fauna Guarantee Act 1988*, *Wildlife Act 1975* and *Environment Protection Act 1970*.

The *Coastal Management Act 1995* also requires Barwon Coast to prepare a Coastal Management Plan (CMP) that must:

- Set out the land management requirements for the area;
- Include a three-year business plan describing proposed works for the area; and
- Be consistent with the Victorian Coastal Strategy and any other strategic plan that applies to the reserves.

The objectives and strategies of the Victorian Coastal Strategy underpin the strategic directions outlined in the Coastal Management Plan. Pages 12 to 14 detail the progress on the actions in the plan.

The Barwon Coast Coastal Management Plan 2012/13 – 2014/15 has been under review during the reporting period and the next iteration is expected to be completed late in 2018. The responsible Victorian Minister for the reporting period is:

- the Hon. Lily D'Ambrosio MP, Minister for Energy, Environment, and Climate Change, 1 July 2017 to 30 June 2018.

Barwon Coast has a management agreement with Transport for Victoria for the Local Port of Barwon Heads. Local Port management is empowered under the *Port Management Act 1995* enabling activities to ensure operations for boating are safe, efficient and effective. Also under the *Marine Safety Act 2010* Barwon Coast is appointed as waterway manager for safe operation of vessels in the lower Barwon River environment.





## THE COMMITTEE AND MANAGEMENT

Under the *Crown Land (Reserves) Act 1978*, the Minister for Energy, Environment, Climate Change appoints committee members for a term up to three years. Committee members operate in a voluntary capacity, meeting regularly to oversee and provide direction to the CEO who manages a workforce of around 40 permanent employees plus casual workers.

The Committee forms Sub-Committees when required. During the reporting period there was an Audit Sub-Committee, a Coastal Management Plan Sub-Committee, and a Remuneration Committee.

### Committee Members



#### **Phil Emery, Chair**

*Qualifications:* B.Sc, Dip. Ed.

*Experience:* During a long and varied professional career, Phil has been appointed to a wide range of challenging positions in both science education and

business including high level management and leadership roles as General Manager and CEO for a diverse range of local and overseas companies. Phil is also President of Ocean Grove's new Shell Road Pavilion Board of Management.

*Special Responsibilities:* Chair of the Committee (since 2015), Ex-Officio Member of the Audit Sub-Committee, Ex-Officio Member of the Coastal Management Plan Committee.



#### **Sharon Lewis, Deputy Chair Joined 1st October 2017**

*Qualifications:* BSc (REM), BAppSci (Hons), GAICD

*Experience:* Professional roles in the environment and catchment

management sectors over almost 20 years, including policy and management roles within State and Local Government, and Catchment Management Authorities. Sharon has a strong interest in governance and was appointed to the Board of Directors of Wannon Regional Water Corporation for a 2 year period and held the role of Board Secretary at Barwon Health also for a two-year period. Sharon is passionate about regional Victoria and sustainable coastal management.

*Special Responsibilities:* Deputy Chair of the Committee (since 2017)

### Committee Attendance

During the financial year, 11 meetings were held. Attendances by each committee member were as follows:

	Committee Meetings	Audit Sub-Committee
Members	Attended / Eligible to Attend	Attended / Eligible to Attend
Phil Emery	10/11	6/6
Sandy Gatehouse	10/11	6/6
Shelly Fanning	11/11	3/4
Graeme Hanel	7/8	4/4
Peter Rankin	11/11	5/6
Elisa Zavadil	10/11	
Ben Carter	8/8	
Sharon Lewis	8/8	
Briony Darcy	3/3	2/2
Mark Rodrigue	0/3	
Ross Middleton	2/3	1/2
Ron Patterson	1/3	



#### **Sandy Gatehouse, Chair: Audit Sub-Committee**

*Qualifications:* B Jurisprudence. LLB Monash

*Experience:* Lawyer by training with a diverse range of management and legal experience in public sector governance and

communications. Demonstrated capacity in risk management, contracting, strategic planning and stakeholder management. Active participant in community affairs and current President of the Barwon Heads Association.

*Special Responsibilities:* Chair of Audit Sub-Committee



#### **Ben Carter Joined 1st October 2017**

*Qualifications:* BEng(EnvEng)(Hons), Dip Proj Mgt, GAICD

*Experience:* A qualified environmental engineer and a graduate of the Australian

Institute of Company Directors with approximately 18 years' experience in the delivery of major government initiatives for organisations including Melbourne Water, Barwon Water and the Transport Accident Commission. Currently holds the position of General Manager Residential Independence Pty Ltd at the Transport Accident Commission.

*Special Responsibilities:* None





### Shelly Fanning

**Qualifications:** Lawyer and Town Planner LL.M/LLB(Hons)/BEnvPlan MPIA

**Experience:** Practising lawyer (specialising in planning and environment), Managing Director of Coastal Planning, sessional lecturer Deakin

(School of Architecture and Built Environment)

**Special Responsibilities:** Member of The Audit Sub-Committee



### Graeme Hanel, Member.

**Joined 1st October 2017**

**Qualifications:** Associate Dip Wildlife & Park Management (Adelaide University), Dip Frontline Management (RMIT)

**Experience:** Previous Senior Project Manager with the Department of Economic Development and held State and Regional Manager Positions in Fisheries and Agriculture portfolios. During his career he has worked with Natural Resource Management agencies in the Northern Territory, South Australia and Victoria. He has played a lead role in establishing statewide and regional programs with a strong emphasis on stakeholder engagement.

**Special Responsibilities:** Member of the Audit Sub-Committee



### Peter Rankin

**Qualifications:** CPA, BBus, Member of Mindshop Consulting

**Experience:** Extensive experience in Accounting & Business Advisory with over 30 years in Public Practice as a CEO, Director, Owner and

Business Consultant. Community involvement includes being the Treasurer of the Shell Road Pavilion, Past President and or Treasurer of Ocean Grove Surf Life Saving Club, Geelong Swimming Club, Collendina Cricket Club.

**Special Responsibilities:** Member of the Audit Sub-Committee



### Elisa Zavadil, Member

**Qualifications:** PhD, BEng/Bsci

**Experience:** Professional background in environmental research and consulting, specialising in fluvial and coastal geomorphology. Presently, senior project

manager at Alluvium and casual research fellow at the University of Melbourne. Expertise in project management and the technical delivery of projects in water resource management, river, estuary and coastline dynamics, engineering design and stakeholder engagement.

**Special Responsibilities:** Sub-Committees: Coastal Management Plan (Chair) following Member Rodrigue's departure

## The following Members concluded their appointments on 30th September 2017

### Mark Rodrigue, Deputy Chair

**Qualifications:** GAICD, B.Ag.Sc (Hons), Dip Ed

**Experience:** A marine and coastal specialist currently working with Parks Victoria's marine protected area program. More than 20 years' experience in education, community engagement, pest management, planning, and protected area management. Mark is also an active member of local community groups including Friends of the Bluff and the Barwon Head's Festival of the Sea Committee.

**Special Responsibilities:** Deputy Chair Barwon Coast (since 2014); Chair Coastal Management Plan Sub-Committee

### Briony Darcy

**Qualifications:** BA. Arch., B. Arch (Hons) Deakin University

**Experience:** Registered architect and local business owner. Co-founder of DE atelier Architects established 2003 and operating on the Bellarine Peninsula since 2007. Active interest in the local community including a member of Geelong Sustainability Group and School Education Board of Our Lady Star of the Sea, Ocean Grove.

**Special Responsibilities:** Member of the Audit Sub-Committee

### Ross Middleton

**Qualifications:** BE (Civil), MIEAust

**Experience:** Has over 30 years professional experience in environmental engineering for rural water and catchment management authorities in Victoria. Ross has been a Committee Member since October 2014, and is also an active member of Ocean Grove Coastcare.

**Special Responsibilities:** Member of the Audit Sub-Committee

### Ron Patterson

**Qualifications:** Dip (CE), GC Environmental Engineering

**Experience:** Technical Director: Meinhardt Consulting Engineers. Director Development: Geelong Regional Commission Victorian Govt. Statutory Planning/ Economic/ Regional Development Authority. Project management for Geelong City Council's Market Square City Centre Redevelopment, and Torquay Surf Coast Plaza development.

**Partner:** Hamilton Partners Consulting Engineers-Consulting Structural/Civil/Environmental Engineers Geelong/Melbourne. Project Design Director for Australia Post's \$200M Dandenong Letters Centre project.

**Special Responsibilities:** None

## THE COMMITTEE AND MANAGEMENT CONTINUED

### Management Team



#### **Gary McPike, Chief Executive Officer**

*Experience and Expertise:* 16 years' experience in all aspects of coastal Crown land management including involvement in State policy development. Gary was Executive Officer for Otway Coast Committee of Management from 2002 to 2015 and for

the last three years has worked as General Manager / CEO for Barwon Coast. Prior to coastal management Gary was a successful business proprietor for 16 years and a major event organiser, being a founding member of the Apollo Bay Music Festival and President for seven years until 2002. Gary places a high value on the importance of community and in his 30 years at Apollo Bay was President of the Rotary Club of Apollo Bay Otways, President of the Apollo Bay Youth Club Inc. and the Apollo Bay Community Website Inc. as well a member of the Apollo Bay Aquatic Centre Inc. Committee. He was Chairman of the Apollo Bay Community Bank Board for seven years until the start of this reporting period.



#### **Abi Adams, Manager Corporate Services**

*Qualifications:* BA, MBA (Foster), GAICD, ASA

*Experience:* 12 years' experience in executive positions in Victorian government administration, including three years at

Barwon Coast, five years at alpine resorts and four years in water administration. Responsibilities have included financial and commercial management, strategic planning, human resources and information technology.

*Special Responsibilities:* Audit Sub-Committee administration



#### **Maddie Glynn, Manager Community Liaison & Education**

*Qualifications:* Advanced Diploma Conservation Land Management, Training and Assessment Certificate IV

*Experience:* Over 30 years in environmental work including National Parks system, Commonwealth and State Fisheries, Environmental and Coastal Planning, Volunteers OHS, Wildlife Rehabilitation, Bush Fire Management, General Fire fighting, Australasian Inter-Service Incident Management System (AIIMS), Legal Systems II, Wildlife research and health assessments, Events & Conference planning, and government grants programs.

*Special Responsibilities:* Share our Shores Campaign and Barwon Coast representative for numerous community groups



#### **Warren Chapman, Manager Natural Resource Planning**

*Experience:* A working life in this local coastal environment where there has been an ongoing opportunity to provide service to the protection of the valuable environment through informed

management, as well to support community enjoyment and appreciation of the coast, being cognisant of the broader policy and planning controls that guide management.



#### **John Henderson, Manager Coastal Operations**

*Qualifications:* Dip – Natural Resource Management

*Experience:* Senior manager with experience in the 3 tiers of Government with domestic

and remote experience in operations, strategic planning, OHS and governance. Undertakes a primary role in operational aspects of most non caravan park projects and responsible for a team of 12 staff undertaking Environmental and Visitor Services roles. John is also active in local community groups previously being an office bearer in local landcare, CFA and sporting clubs.

*Special Responsibilities:* Management representative Barwon Coast OHS committee



#### **Kevin Johnson, Manager Projects**

*Qualifications:* BArch, MTeach

*Experience:* As a registered Architect for 33 years working both in the government and private sectors, and a recently registered Primary Teacher, Kevin brings an eclectic mix of

skills to Barwon Coast. His 8 years of work (part-time) with Barwon Coast in coastal projects, together with his professional practice as an Associate Architect in a Geelong-based firm, has provided Barwon Coast with a broader knowledge and skill base in the delivery of coastal projects. His recent qualification as a Primary Teacher provides opportunities to link the Barwon Coast educational program with the Victorian and Australian school curriculums.



#### **Kate Wynn, Manager Marketing and Engagement**

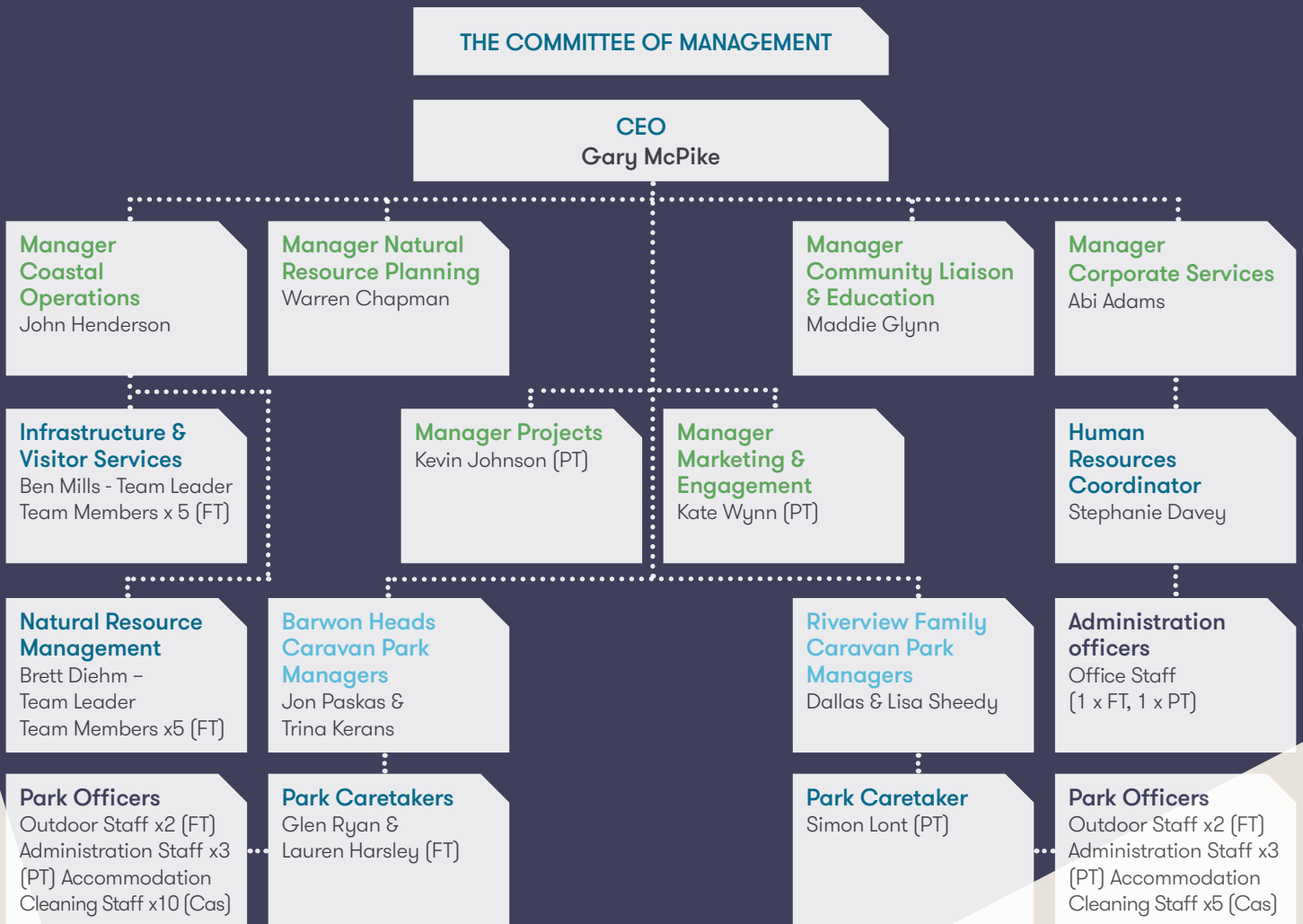
*Qualifications:* B.Sc, B.Biol Sci (Hons)

*Experience:* Kate has over 20 years' experience bringing communities and marine and coastal environmental management projects

together. She has worked in various natural resource planning and community engagement roles in statutory authorities across Federal, State and local government. Kate has also specialised in tourism marketing through her work as a copywriter.



# ORGANISATIONAL STRUCTURE



# STATEMENT OF EXPECTATIONS

**At regular intervals, usually around the start of a Committee's term, the Minister for Energy, Environment and Climate Change issues a Statement of Expectations to the four Category 1 Committees of Management in the Barwon South West Region. The four Committees are, from east to west, Bellarine Bayside Foreshore Committee of Management; Barwon Coast Committee of Management; Great Ocean Road Coast Committee of Management; and Otway Coast Committee of Management.**

The last iteration of the Statement of Expectations was issued in January 2018.

Below Barwon Coast reports on its progress against the nine priority expectations in the Statement of Expectations:

## Priority 1: Structure, Culture and Operational Focus

- The committee has a keen focus on good governance that is shared by management; with both working closely to achieve optimal outcomes through comprehensive community engagement on all matters and by providing an organisational structure that delivers optimal performance and value for money.
- Over the reporting period to achieve these outcomes two new positions were created;
  - Marketing and Engagement Manager, created to address our community engagement responsibilities by formalising our ongoing discussions with our community regarding day-to-day and strategic planning issues. This position is also tasked with maximising our market presence for our important accommodation businesses that fund all our operations.
  - Human Resources Coordinator, created to assist the management team and employees with a comprehensive human resources system.
- Risk management continues to be a priority of the Committee. During the reporting period the Management Team and Committee Members attended regional risk sessions presented by the Department of Environment, Land Water and Planning (DELWP) and the Victorian Managed Insurance Authority (VMIA). Management also began a comprehensive review of our Risk Management Policy, Framework and Plan. This work is expected to be completed in the first quarter of 2019.

► **Refer to pages 6–9 for the Committee and Management information**

## Priority 2: Occupation of the Reserve

- Barwon Coast works closely with DELWP on all aspects of Leasing and Licensing use of the reserves it manages.
- During the reporting period Barwon Coast completed an open public tender for the Dunes Café at Ocean Grove Main Beach. The tender program was conducted according to the Victorian Government Procurement Board (VGPB) Guidelines, employing independent probity advisers and receiving ministerial approval at all pertinent stages.

► **Refer to page 21 for Leases and Licences**

## Priority 3: Use and Development of the Reserve

- Barwon Coast understands clearly its obligations under the *Coastal Management Act 1995* with respect to all use and developments on the reserves it manages, i.e.:
  - Ministerial consent must be obtained through DELWP;
  - Use and development needs to be consistent with strategic planning; primarily Barwon Coast's Coastal Management Plan and also state strategic planning documents like the Victorian Coastal Strategy;
  - Climate Change adaptation must be considered in all cases;
  - Traditional Owners must be consulted; and
  - Of primary importance the community must be consulted.
- During the reporting period Barwon Coast has adhered to these requirements with all use and development projects, of particular note the Ocean Grove Surf Beach Complex and the Ocean Grove Main Beach access ramp replacement.



## Priority 4: Coastal Management Plan

During the reporting period:

- The Committee and management comprehensively reviewed Barwon Coast's primary strategic planning document; it Coastal Management Plan (CMP). Shortly after the close of the period the *Coastal Management Act 1995* was replaced with the *Marine and Coastal Act 2018*; as a consequence the newly completed CMP was revised in light of the new act and is currently with DELWP for Ministerial approval.
- The long-standing relationship with Aboriginal Traditional Land Owners, the Wadawurrung people, through the Wathaurung Aboriginal Corporation, has been reinvigorated and elevated with the assistance of DELWP's newly appointed Aboriginal Inclusion Coordinator for the Barwon South West Region.

► **Refer to pages 12–14 for the Coastal Management Plan relevant to this reporting period**

## Priority 5: Community Engagement

All Barwon Coast projects begin with planning appropriate community engagement.

Barwon Coast considers the Victorian Auditor General's Office (VAGO) 'Public Participation in Government Decision-making' and DELWP's 'Community Charter' in all its engagement. Barwon Coast is also actively involved in 'Munganin – Gadhaba 'Achieve Together' inclusion planning in its strategic planning development and on its groundworks program.

► **Refer to page 18 for Community**

## Priority 6: Communications Protocol

Barwon Coast has clearly understood roles and responsibilities with respect to all communications.

Our Marketing and Engagement Manager provides consistent messaging to our community, at all times working closely with DELWP's communications team when appropriate.

A documented generic communications protocol is currently under development. However, with all projects and issues of significance, detailed communication and engagement plans are developed and documented to ensure all stakeholders have a clear understanding of expectations.

## Priority 7: Annual Report

Barwon Coast's compliance with the Statement of Expectations is described in this annual report and has been considered during the strategic planning process of the new Coastal and Marine Management Plan.

## Priority 8: Procurement

- VGPB framework informs all levels of procurement and many of the templates it provides are used in high risk procurements.
- During the reporting period Barwon Coast has run a number of major tender processes and involved independent probity advisors in all of them.
- Barwon Coast engages independent internal and external auditors. In May 2018, as part of our rolling internal audit program our auditors reviewed our procurement policies and procedures. The results and recommendations are being overseen by the Audit Sub-Committee are scheduled to be enacted during the 2018/19 financial year.

## Priority 9: Committee Policies and Guidelines

- Barwon Coast governance and financial policies are based on DELWP model policies and we also respond to all guidance notes provided by DELWP.
- As part of our risk management plan policies and procedures undergo regular review.
- Barwon Coast looks forward to the update of the DELWP Financial Model Policies to be in line with the Standing Directions 2016, as the Committee also uses the Standing Directions 2016 as best practice guidelines.

# COASTAL MANAGEMENT PLAN

The table below details all the actions from the most recent Coastal Management Plan 2012–15 and reports on the status of those actions during the reporting period.

7.2.1 Overall Area of Responsibility	Priority	Status	Comment
<b>Operational/Management Actions</b>			
7.2.1.1 Continue & enhance Pest Plant and Animal Control programs	Ongoing	Ongoing	Despite some staff movements we have recorded a further increase in NRM program this year. Approx 4500hrs on pest plant programs including biological control. Up to 800hrs on pest animal programs with remote camera and wildlife monitoring a focus in the Thirteenth Beach area.
7.2.1.2 Document environmental management principles for the dune system along the coast including habitat assessments	High	Ongoing	Continued to apply the principles of the Barwon Coast Vegetation Management Plan. Focus areas have included woody weeds in Ocean Grove Dunes landscape zone. Wildlife and pest animal monitoring continues with weed and habitat assessments ongoing. Transect assessments project initiated for baseline data for climate change impact on vegetation survey. Approximately 1,200 local indigenous plants were reinstated throughout the coastal reserves utilising Green Army, CVA teams and school groups.
7.2.1.3 Review and update Fire Prevention Plan	High	Ongoing	An ongoing annual activity as part of Emergency Management Plan review. Continue to attend biennial fire awareness training.
7.2.1.4 Review management of local laws controlling dogs on beaches etc, with City of Greater Geelong	High	Ongoing	Partnership opportunity with CoGG for dedicated environment reserves officer which would have a dog access control focus. Appointment expected early in next reporting period.
7.2.2 Ocean Grove Dunes Zone (7W to 13W)	Priority	Status	Comment
<b>Operational/Management Actions</b>			
7.2.2.1 Dune protection works, foredune intrusions	Ongoing	Ongoing	Terminal scour impacts after geotextile sand bags wall constructed. Approximately 1500m <sup>3</sup> of sand to replenish dune. Brush matting and native vegetation planting has been conducted around Ocean Grove Main Beach, RAAFs and various locations along Thirteenth Beach program with school groups supported by Barwon Coast staff with approximately 150 students and teachers participating.
<b>Administration Actions</b>			
7.2.2.2 Continue dune education programs involving schools and Bellarine Catchment Network	Ongoing	Ongoing	The schools' program this year engaged in excess of 1600 students, all of who received information on how to protect our dunes. The Share our Shores project commenced with a working party involving VicPol, CFA, CoGG, DELWP, OGCC.
7.2.2.3 Continue to develop community/service club involvement in dune protection activities	Ongoing	Ongoing	Maintained an increased CVA volunteer program to 2 days per week. Successful completion of shared Green Army program with Parks Vic. and BCN. Completed education and Estuary watch training for Green Army participants. Ocean Grove Coastcare group was very active in dune protection works. Friends of Riverside Camp Ground continued interest in weeding and planting. Department of Justice Youth team worked along our coastline over a period of ten weeks.
7.2 Urban Foreshore Zone (13W to 16W)	Priority	Status	Comment
<b>Capital Works Planning</b>			
7.2.1 Review feasibility of Shuttle Bus including Thirteenth Beach	Medium	Underway	Funding support secured from CoGG and others for ongoing service. Numbers slightly down on previous years. 'Bus Tracker' was used again to improve user convenience. New signage and marketing was developed.
7.2.2 Prepare a concept plan identifying potential areas for expansion of, or creation of additional grassed recreation areas at Ocean Grove Main Beach west of promenade	Low	Completed	Review to be included in the next iteration of the Coastal Management Plan. Possibility of incorporating landscape works in Surf Beach Complex development.
7.2.3 Surf Beach complex redevelopment – Ocean Grove Surf Life Saving Club & Dunes	High	Underway	Barwon Coast has worked closely with the OGSLSLSC to progress the design and redevelopment of the Surf Beach Complex. Architect and builders appointed, demolition completed.
<b>Administration Actions</b>			
7.2.3.1 Liaise with the operators of The Dunes and the Ocean Grove Surf Life Saving Club to determine future requirements in terms of building development	High	Ongoing	Barwon Coast has worked closely with the OGSLSLSC to progress the design and redevelopment of the Surf Beach Complex. An open commercial process was undertaken for a new 21-year lease for At The Dunes as part of the soon-to-be-constructed Surf Beach Complex. The successful tenderer has had the opportunity for input into the design of the new facility and is proposing to offer options for café and dining to cater for local and tourist needs.



# COASTAL MANAGEMENT PLAN CONTINUED

7.3 The Spit Zone 16W to 20W	Priority	Status	Comment
<b>Capital Works Actions</b>			
7.3.1 Undertake enhancement works to identified car parking areas; RAAFS (19W), BRIDGE (20W), OCEANSIDE (17W), CENTRE (18W), SANDY POINT (21W) including definition of area, vegetation and facility enhancement	Medium	Underway	Infrastructure works associated with new VicRoads pedestrian crossing between Riverside and 18W. Further works are expected to be included in Precinct Master Plan following on from the next iteration of the Coastal Management Plan.
7.3.2 Provide a toilet facility within the Bridge Car Park, ocean side, to serve beach visitors and fishermen	Medium	Completed	This toilet has proven to be a popular and frequently used facility in this area.
7.3.3. Develop a trail along the east bank of the Barwon River (Trail Strategy) – including sections of boardwalk	Medium	Underway	Boardwalk was completed in previous reporting period with some ancillary works to address access issues addressed. Some additional works to improve access and address safety issues (handrails) have been undertaken in this reporting period.
7.3.4 Increase parking and picnic facilities within the Riverside area	Medium	Underway	To be assessed in Precinct Master Plan following on from the next iteration of the Coastal Management Plan. Mainly relates to the proposals within the Ocean Grove Spit masterplan. [See 7.3.1].
<b>Operational/Management Actions</b>			
7.2.4.1 Establish and implement an ongoing vegetation program aimed at long-term replacement of exotic species	Ongoing	Ongoing	Ongoing
7.2.4.2 Establish an ongoing maintenance program for the river wall on east bank of river	Ongoing	Ongoing	Ongoing
<b>Administration Actions</b>			
7.2.4.3 Assess the physical and economic impact of continuing “bush camping” at its present level	Medium	Ongoing	Riverside extended opening to include Labour Day and Easter has continued this year to provide additional camping opportunities in peak times with other parks at capacity. No identified environmental impacts. [See 7.2.2.3]. Likely to be to be considered in next iteration of Coastal Management Plan.
7.4 Barwon River Estuary/Port Zone 22W to 27W	Priority	Status	Comment
<b>Capital Works Actions</b>			
7.4.1 a) Upgrade facilities at the Ozone Road playground/picnic area.	Low	NR	CoGG completed major stormwater outfall works in this area. There are ongoing issues with construction-related debris and regulatory signage. These issues remain unresolved.
b) Connect latrine to sewer		NR	Need to review if achievable.
7.4.3 Continue detailed development of Heritage Centre (Lobster Pot), Jetty Road, including landscape improvement, vegetation screens, building improvements	Medium	Ongoing	Kitchen upgrade completed, and split system installed. Planning for further internal works to storage rooms has commenced.
7.4.4 Undertake construction of pedestrian facilities (angled steps near ATH) and landscaping around Fishermen’s Jetty area, noting Trails Strategy & Mouth to mountain project	Medium	NR	Expected to be included in Precinct Master Plan following on from the next iteration of the Coastal Management Plan.
<b>Operational/Management Actions</b>			
7.2.5.1 Undertake locally indigenous vegetation management to allow for new plantings and to provide views where appropriate	Ongoing	Ongoing	Maintained vegetation in the Barwon Heads river foreshore and along shared trail adjoining Riverview Family Caravan Park.
7.2.5.2 Improve the Aids to Navigation in the river mouth (Funded by DoT, Local Ports)	Ongoing	Completed	Local Port management works focused on aids to navigation maintenance.
7.2.5.3 Provide interpretive information as part of Boatshed facility (Lions)	Medium	Completed	
7.5 The Bluff Zone 27W to 30W	Priority	Status	Comment
<b>Capital Works Actions</b>			
7.5.2 28W Car Park and access trail to Rotary Boardwalk	Low	Underway	Full scope of work to be implemented. Installed new handrail to 27W timber staircase.
<b>Operational/Management Actions</b>			
7.2.6.5 Undertake focused vegetation enhancement works, as set out in the Bluff Conservation Action Plan	Ongoing	Ongoing	Natural Resources staff undertook scheduled vegetation management works throughout the year.
7.2.6.6 Cliff stability monitoring for hazard	Ongoing	Underway	Ongoing
7.2.6.7 Manage for Hooded Plover protection	Ongoing	Underway	Increased commitment to Hooded Plover program, inputting observations into portal. Staff attended specific workshops. Hooded Plover protection is ongoing with CoGG, BirdLife Australia and aligned with Friends of Hooded Plover group. Reconnected with and presented to Geelong Horse Trainers to improve awareness of wildlife on the beach.
<b>Administration Actions</b>			
7.2.6.8 Review findings arising from The Bluff Conservation Management Plan, and incorporate in Works Program	High	Completed	

# COASTAL MANAGEMENT PLAN CONTINUED

7.6 Thirteenth Beach Zone 30W to 42W	Priority	Status	Comment
<b>Capital Works Actions</b>			
7.6.1 Implement Trail Thirteenth Beach Road. (Off Road)	High	Under review	
7.6.2 Car park upgrades 31W Cylinders – stop creep into dunes	Medium	Underway	Car park has been better defined to accommodate new access point. Change deck and disabled parking facilities provided along with perimeter fencing.
<b>Operational/Management Actions</b>			
7.2.7.1 Undertake pest animal control works associated with Hooded Plover habitat	Ongoing	Underway	Ongoing, continuous fox program during Hooded Plover activity periods. Partner in rabbit control actions.
7.2.7.2 Review and monitor horse riding and dog walking activity, and any impact upon habitat / ecological values	Ongoing	Underway	Continues to be a land management issue. Providing input and comment into dog regulations. CoGG local laws increased presence particularly around dog activity areas. Environmental Ranger expected to be operating in next reporting period. Six educative letters relating to horses on beaches were sent. Continuing work with CoGG on dog compliance and with DELWP on wildlife matters.
<b>7.7.7 Accommodation (Structured, Caravanning and Camping)</b>			
<b>Capital Works Actions</b>			
<b>Barwon Heads Caravan Park – Master Plan</b>			
7.7.1 Install Cabins – 1br & 2 br at park entrance	Medium	Underway	Precinct Master Plan review required, which will happen in the next reporting period.
7.7.2 Develop options for Group Stay Facility	Medium	Not started	To be explored during next Precinct Master Plan process.
<b>Riverview Family Caravan Park – Master Plan</b>			
7.7.3 Change main access to Park Roadworks – internal & external	Medium	Underway	Caravan Park Precinct Master Plan will review requirements.
7.7.4 Install Cabins 1br & 2 br	Medium	Complete	Further opportunity to be considered in Precinct Master Plan following next iteration of the Coastal Management Plan.
<b>Riverview Family Caravan Park – Asset upgrades / replacement</b>			
7.7.5. Metering of all power heads – weekenders	Medium	Completed	Additional electrical lead safety works undertaken
<b>Riverside Camping Ground</b>			
7.7.6 Assess and refurbish existing toilet blocks, including new waste management systems (Maintenance v. New)	High	Underway	Consultancy to be established regarding waste system to inform Precinct Master Plan.
<b>Improvement works across all parks</b>			
7.7.7 Upgrade to fire services	Medium	Completed	Authority inspections occur twice a year.
<b>Operational/Management Actions</b>			
7.2.8.1 Continue to implement environmental management plans for caravan parks	Ongoing	Ongoing	Resource sustainability investigations continue for caravan parks.
<b>Administration Actions</b>			
7.2.8.2 Be cognisant of recommendations of review on the role of caravan parks on coastal Crown land	High	Ongoing	An important consideration in Precinct Master Plan following next iteration of the Coastal Management Plan.
7.2.8.3 Maintain Caravan Parks Accreditation (CIA) and Star Rating of Caravan Parks & Accommodation (AAAT)	Ongoing	Ongoing	Customer service and standards accreditation maintained
7.2.8.4 Expand the use of caravan parks with focus on education and recreation opportunities, improve facilities MPF	Ongoing	Ongoing	To be a focus in Precinct Master Plans following next iteration of the Coastal Management Plan.
<b>6.8 Corporate</b>			
<b>Studies</b>			
7.8.1 Develop Biodiversity Strategy	High	Underway	Field observations continue to expand awareness of biodiversity
7.8.2 Develop a Mature Tree Management Strategy	High	Underway	Annual Arborist plans prepared for caravan parks and high use reserves. Proposal requested from arborist for development of strategy.
7.8.3 Coastal Processes Study – now part of Future Coasts convened project	High	Ongoing	
7.8.4 OGMB Ramp Study – after Coastal Processes Study	Medium	Ongoing	Strategic Partner in ‘Our Coast’, the Geelong-Queenscliff Coastal Adaptation Program
<b>Works</b>			
7.8.5 Computer system upgrades	Ongoing	Ongoing	Optic fibre connection to Barwon Heads, NBN connections and computer upgrades have been completed in preparation for an online bookings function in the next reporting period.
7.8.6 Vehicle / Plant changeovers	Ongoing	Ongoing	5 vehicles replaced during the reporting period.





Continued maintenance protects our infrastructure and amenity.

## NATURAL RESOURCE DEVELOPMENT

Natural resource development-managing public use and development of the reserves.

### Infrastructure and facilities

Barwon Coast maintains a range of infrastructure and facilities for visitors from toilets, showers, playgrounds; and BBQ areas to walking paths and carparks. Staff recorded 3,164 hours in specifically maintaining this infrastructure.

We also provide a high level of visitor services to improve amenity for visitors to our beaches, walking tracks and the other public open spaces. This service includes duly monitoring of beach cleanliness, emptying bins and picking up rubbish along the beaches and throughout the reserve, cleaning toilets, mowing, pruning and general grounds maintenance. 9,774 hours of this work was recorded by staff during the reporting period.

### Planning for use

During this reporting period Barwon Coast, in consultation with a range of stakeholders undertook planning for or delivered a number of community based infrastructure and facility upgrades which included:

**Surf Beach Complex** – Barwon Coast has continued to work in partnership with the OGSLS to progress the design and redevelopment of the Surf Beach Complex. During the reporting period, contracts were let and demolition works were undertaken in preparation for construction.

**Ocean Grove Main Beach Ramp** – concept designs have been further developed with stakeholder input and consideration of amenity and coastal dynamics. Further community consultation was proposed during the reporting period to determine preferred dune treatment beyond the ramp.

**Bluff Walking Tracks** – works on drainage improvement and track resurfacing were undertaken on the headland circuit on the Bluff.

**Stairway Improvement** – safety upgrade to the Bluff stairway at 27W with the installation of a new handrail.

**Barwon Heads Football Oval** – the commissioning of the football oval resurface continued throughout the reporting period to ensure the new ground held its quality surface.

**Barwon Heads Sea Wall** – the stage 2 design was finalised during the reporting period; and funding was secured. A tender process was undertaken with the contractor from Stage 1 as the successful tenderer. Works are expected to commence and be completed prior to the end of the 2018 calendar year.

### Coastal dynamics

Ocean Grove Main Beach sand dunes continued to be severely impacted by winter storm events that threaten important public assets. Terminal scour issues and further loss of primary dune has necessitated the placement of 4000m<sup>3</sup> of sand added east of the Ocean Grove Main Beach ramp. Access points across the Barwon Coast estate required minor or major repairs with particular focus on Thirteenth Beach and East of Main Beach ramp. Staff recorded 336 hours work in erosion protection which included brush matting and fencing.

### Asset and safety protection

Barwon Coast continued its program of both in house and external asset and safety protection particularly in the areas:

- Compliance with planning, building and other regulatory requirements in construction activities
- Essential safety services in public buildings (Including Barwon Coast managed leases)
- Playgrounds (public and within caravan parks)
- Fire services in caravan parks
- Tree inspections
- Monthly access reports in coastal reserves.

Ensuring beach cleanliness is a key part of our work.



# NATURAL RESOURCE PROTECTION

## Natural resource protection – protecting local indigenous plants, animals and landscapes.

The Committee ensures there are resources allocated to respond to its 'natural environment first', where protection and restoration of the coastal environment is the highest priority. During the initial consultation process of the Coastal and Marine Management Plan, the community view clearly supports the value of the conservation of natural environments and the flora and fauna.

The staff activity across Coastal Operations, Community Education and Engagement, and Caravan Park businesses at Barwon Coast is complemented by professional services, together conserving the environment through fieldwork habitat improvements, resource use mitigation and improving community awareness.

Barwon Coast participates in the Geelong Queenscliff Coastal Adaptation program which is beginning to respond to the challenge of climate change.

Adjoining land owners and authorities have continued to support our achievements through partnerships with activities. Support also from community volunteers for the care and enhancement of the coast's natural environment is important for maintaining a healthy habitat. We particularly thank Ocean Grove Coastcare, Bellarine Friends of the Hooded Plover, and Friends of Barwon Riverside Camp Ground for their active on-site works, and Friends of Lobster Pot, and Friends of the Bluff through their community engagement and education support.

### Flora management

Barwon Coast has a Vegetation Management Plan which sets priorities over a ten-year period. This Plan guides the annual works program which is implemented by our natural resource team and continues to significantly reduce the biomass of pest plants.

Staff skills and alertness in the field have improved our understanding of the diversity and abundance of plant species in the sand dune system. Notably, staff have recognised orchid species which are indicators of a healthy environment.

With the help of research and associates, staff had success in propagating sand dunes with a primary coloniser, the grass hairy spinifex. This was used in the rehabilitation activities of disturbed sites and will be very useful in the future.

Staff recorded 434 hours during the reporting period for planting activities and maintenance of planted areas.



Planting to rehabilitate the dunes

### Fauna

Barwon Coast is knowledgeable of and alert to the needs of wildlife and aims to respond promptly when needed by building our resource capacity and extending education outreach activity and focus into the community. During the reporting period the following initiatives were undertaken:

- Barwon Coast continued to protect the Hooded Plover, a beach nesting bird recognised as a threatened species. This activity was in partnership with Birdlife Australia and local volunteers. There was a new breeding site within the Barwon Coast area and the successful fledging of a chick aided by volunteers and a temporary exclusion zone protocol.
- "Wildlife on the Beach signage" was produced to create awareness at community and school events or for placement along the coastal reserve as required.
- Remote cameras were used to monitor activity within the sand dune system to continue to build awareness of fauna presence across the reserves. Staff recorded 398 hours of their time in managing the monitoring activities of both flora and fauna.

- Barwon Coast continued the register whereby Community members are encouraged to report their own observations.
- We initiated the development of a ClimateWatch Nature Trail to engage community on native fauna and flora along the estuary. Planning for this initiative occurred during the reporting period.
- Share our Shores Dog Behaviour workshops were conducted free for community with over 50 participants.

### Pest plants

**In partnership with the City of Greater Geelong we sponsored actions to have a significant woody pest plant recognized by the National Environment and Invasives Committee as a potential candidate for biological control.**

Woody and grass pest plants across the extent of the reserves were targeted in control activity where persistence is recognised as essential management investment.

In performing pest plant management works staff assess and apply a range of approaches including utilising herbicides and manual activity supported by long-term involvement of Conservation Volunteers Australia.

There were 2,491 hours of specific pest plant removal recorded by staff in the reserves. Assistance from Conservation Volunteers Australia added a significant 4,041 hours of work to Barwon Coast efforts.

### Pest animals

Barwon Coast operates an active pest animal control program with specific focus on rabbits and Red Fox in the Bluff and Thirteenth Beach zones.

Staff have significant knowledge of the site and of control methods utilising baiting and fumigation techniques for outcomes to improve the habitat values of the sand dunes. Staff recorded 520 hours specifically for these activities.

Signage was installed to alert the public about a Hooded Plover site.





# COMMUNITY

## Education

Barwon Coast provides environmental education on coastal and marine protection free to school groups and organisations through the use of the Barwon Estuary Heritage Centre, the education room, field-based programs or in-school incursions, and our website. The programs cover a broad range of topics and learning outcomes from sustainable living, responsible pet ownership and coastal protection.

This financial year, the education program reached over 40 groups involving in excess of 1600 participants; a slight increase from the previous year. The education room is made available for community group use, with Estuary Watch, Friends of the Lobster Pot, and the Festival of the Sea committee becoming regular users.

The annual summer holiday program, available free to children camping in both parks, cost in excess of \$8,000 and catered for 387 participants over a four-week period. The average age of participants was between six and twelve years. The program this year saw a slight increase in participation numbers. Wildlife XPosure, Stand Up Paddle Boarding, and Roaming Reptiles activities proved to be the most popular.

Barwon Coast also presented the Share our Shores program at the National Coastal Conference, Hobart.

### Key initiatives

- The development of reusable glass water bottles and reusable coffee keep cups for all staff.
- The launch of Share Our Shores with multiple agencies. The initiative also delivered two Dog Behavioural workshops with Cherished Pets.
- Partner project with Zoos Victoria Marine Debris Monitoring Project.

## Media

Five media articles covering Share our Shores, marine debris and the schools program were supported.

In addition to print media, seven blogs were uploaded to the Barwon Coast website.

## Community support

### Key initiatives

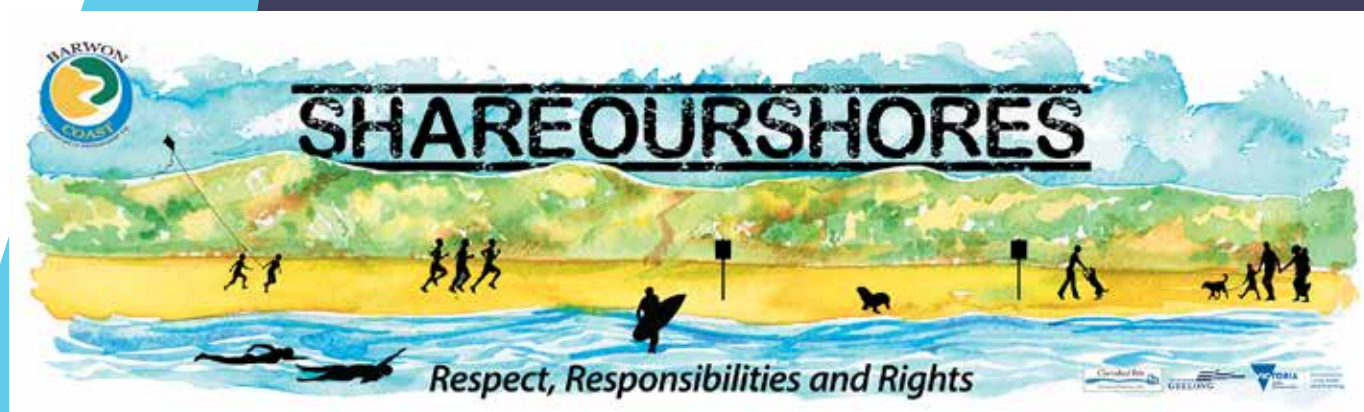
- Continued support for the Barwon Estuary Project through delivery of Wildlife Detective workshops to all grade 5 students at Barwon Heads Primary School, and support for the development of the Estuary Board Game;
- Barwon Heads Festival of the Sea planning, infrastructure and support. However, due to inclement weather the festival was cancelled;
- Planning with Friends of the Lobster Pot, focusing on the building's two small back storage rooms.

Barwon Coast continues to provide representation on: G21 Environment Pillar, Local Port Management South West Forums, Bellarine Catchment Network, Hooded Plover Management, Geelong-Queenscliff Coastal Adaptation Program – 'Our coast', Ocean Grove Coastcare, and the Barwon Estuary Project.

### Volunteer achievements

Friends of the Lobster Pot engaged with around 1860 visitors to the centre during summer. The organisation conducted working bees and planning sessions, and assisted with the delivery of some of the education sessions, contributing to 420 volunteer hours. Unfortunately the cancellation of the Festival of the Sea impacted on the number of visitors to the centre and to the total volunteer hours.

Ocean Grove Coastcare contributed to the planting of 400 plants at two planting events, and provided the community with 200 native plants to improve biodiversity values on private land. It also assisted with two educational events that targeted students, collected six large rubbish bags of waste and two recycling bags, attended eight community education events, conducted a survey on single-use plastic bags, sold in excess of 200 reusable jute bags and upskilled their volunteers through a strategic planning and social media workshop. The group contributed in excess of 300 volunteer hours, which excludes time spent in workshops and meetings.



Clockwise from top left: Bellarine Times article about a temporary exclusion zone to support the Hooded Plover population; Local school children enjoying a lesson in coastal and marine protection; The Barwon Coast Beach Bus shuttling locals and tourists; and the banner for the Share Our Shores campaign.

## ACCOMMODATION

Barwon Coast operates two all-year accommodation operations: Barwon Heads Caravan Park and Riverview Family Caravan Park, which offer a broad range of options in type and length of stay.

These business units provide a reliable and effective income stream for the Committee to be able to fulfil its broader management obligations of care and protection of the coastal reserves. The caravan parks are developed to meet the broad community expectation for service availability and quality of facilities through strategic business planning and engagement of capable staff.

In the reporting period approximately \$190k was spent on replacing and improving park and camping infrastructure. In addition to these improvements Barwon Coast has installed new infrastructure to enable an upgrade to the booking system used by both parks for the objective of moving to an online bookings platform in 2019.

### Barwon Heads Caravan Park

New or improved assets in the Barwon Heads Caravan Park totalled approximately \$110k during the reporting period, including the following installations and purchases:

- Roof replacement for toilet block 9
- Toilet block solar hot water system
- Playground safety matting
- Grinder pump replacement to support the sewerage system
- New dump point for vans to expel waste
- Replacement of washers and dryers in multiple areas of the park
- Replacement of air conditioners in several cabins and beach houses
- Two new vehicles to support the housekeeping activities.

Below: Barwon Heads Caravan Park



### Riverview Family Caravan Park

New or improved assets in the Riverview Family Caravan Park totalled approximately \$71k during the reporting period, including the following:

- Installation of defibrillator, available on the Ambulance Victoria AED Registry
- Additional fencing on the basketball court
- Replacement hot water system in toilet block 6E
- Improvement to the playgrounds including an all-abilities swing seat
- Installation of LED floodlighting in carparking areas.

### Riverside Camp Ground

Riverside Camp Ground offers a unique opportunity of unpowered camp sites situated between the river and the sea where camping takes place for the peak summer and the long weekends of autumn. The camp ground offers extended families and friends the opportunity for a convivial bush camping experience in this sheltered area where long-term associations have flourished.

During the reporting period approximately \$10k was spent on replacement hot water systems and a washing machine to service the Camp Ground.

The camping community who enjoy the social and environment features of the summer camping experience come together as Friends of Barwon Riverside Camp Ground and offered volunteer time to Barwon Coast undertaking tree planting in the spring to protect and enhance the vegetation.

Below: Riverview Family Caravan Park staff and campers





## COMMERCIAL LEASES AND LICENCES

### Under the Crown Land (Reserves) Act 1978 Barwon Coast manages Leases and Licences.

#### Leases

Barwon Coast has two significant commercial hospitality leases: The Dunes Café within the Surf Beach Complex at Ocean Grove Main Beach, and At The Heads Restaurant and Bar next to the public jetty at Barwon Heads.

An open commercial process was undertaken for a new 21-year lease for The Dunes Café as part of the soon-to-be-constructed Surf Beach Complex. The successful tenderer has had the opportunity for input into the design of the new facility and is proposing to offer options for a café and dining. A temporary facility serving coffee, cake and light snacks has been set up next to the ramp to cater for public demand during construction.

#### Other leases

- Ocean Grove Surf Life Saving Club
- Barwon Heads 13th Beach Surf Life Saving Club for their club house along Thirteenth Beach
- Barwon Heads Football and Netball Club for rooms in the multi-purpose facility situated within the Barwon Heads Caravan Park

- Barwon Heads Golf Club leases a small parcel of coastal land, and Barwon Heads Sailing Association leases a storeroom in the Ozone Latrine building, Flinders Parade, Barwon Heads.

#### Licences

The Barwon Heads Football and Netball Club (BHFNC) also holds a licence for the seasonal use of the multi-purpose facility, the oval, netball courts and car park areas. Barwon Coast provides a significant contribution to the BHFNC, included in this reporting period was \$20k of works to finalise the commissioning the new football oval surface.

Tour Operator Licensees operate within the coastal reserve. These are for both learn-to-surf group sessions and activity providers for personal health and wellbeing, 8 and 11 licences respectively. Water Based Activity licences are expected to be awarded in late 2018.

Barwon Coast also provided a licence for the operation of a Spiegeltent at the foreshore of Barwon Heads over the peak summer period which proved very popular.

Below from top: Pavilion in Barwon Heads Caravan Park, home of Barwon Heads Football and Netball Club; Spiegeltent event at Barwon Heads; Recreational fishing boat tracking local port waters.

## LOCAL PORT OF BARWON HEADS

### Local Port operations – management of the Local Port of Barwon Heads for safe boating.

The Local Port of Barwon Heads is managed by Barwon Coast under an agreement with Transport for Victoria who provide an appropriation for recurrent and asset maintenance costs. Barwon Coast fulfills the role of waterway manager as appointed by Maritime Safety Victoria.

Maintenance of aids to navigation remains a focus of the Local Port operation for mariner safety ensuring the lit aids to navigation for the river entry and channel meet the operational requirement of the Maritime Safety Victoria Standard. Barwon Coast engages with officers from Maritime Safety Victoria and the Water Police over peak summer period for waterway safety and oversees approved swing moorings in the Barwon River.

Boating Safety and Facility program grants have been received to support safety facilities.



## FINANCIAL STATEMENTS

Committee's Report

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Comprehensive Income Statement

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Statement of Financial Position

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Statement of Changes In Equity

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Statement of Cash Flows

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Notes to the Financial Statements

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Committee Members' Declaration

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Independent Auditor's Report

**Page 42**



**Barwon Coast Committee of Management Inc.** ABN 16 921 392 965  
Financial Report for the Year Ended 30 June 2018

## COMMITTEE'S REPORT

Your committee members submit the financial report of Barwon Coast Committee of Management Inc. for the financial year ended 30 June 2018.

### Committee Members

The names of committee members throughout the year and at the date of this report are:

Phil Emery	Ben Carter	Appointed 1st October 2017
Shelly Fanning	Graeme Hanel	Appointed 1st October 2017
Sandy Gatehouse	Sharon Lewis	Appointed 1st October 2017
Peter Rankin	Briony Darcy	Appointment concluded 30th September 2017
Elisa Zavadil	Ross Middleton	Appointment concluded 30th September 2017
	Ron Patterson	Appointment concluded 30th September 2017
	Mark Rodrigue	Appointment concluded 30th September 2017

### Principal Activities

Barwon Coast Committee of Management Inc. ("Barwon Coast") was declared a corporation under section 14(2) of the Victorian Crown Land (Reserves) Act 1978 from 1 July 1995. The registered office and principal place of operations is located at Barwon Heads, Victoria 3227. The principal activities of Barwon Coast during the financial year were predominantly the maintenance of coastal Crown land foreshore reserves, the provision of camping and accommodation within those reserves and management of the Port of Barwon Heads.

Barwon Coast is responsible for the management of thirteen kilometres of coastal crown land that extends from Black Rock to Collendina including the township beaches of Barwon Heads and Ocean Grove in Victoria.

### Significant Changes

None

### Operating Result

	2018	2017
The net profit/(loss) of Barwon Coast for the year:	(40,976)	\$1,053,843

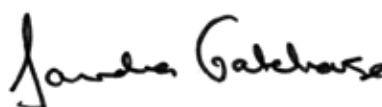
### Auditor's Independence Declaration

The lead auditor's independence declaration for the year ended 30 June 2018 has been received and can be found on page 42 of the financial report.

**This committee's report is signed in accordance with a resolution of the Committee of Management.**



**Phil Emery**  
Chair of the Committee



**Sandra Gatehouse**  
Audit Sub-Committee Chair

Dated this 18th of September 2018



**Barwon Coast Committee of Management Inc.** ABN 16 921 392 965  
Financial Report for the Year Ended 30 June 2018

## COMPREHENSIVE INCOME STATEMENT

	Note	2018 \$	2017 \$
<b>REVENUE</b>			
Revenue from operating activities	2	6,649,702	6,114,253
Grants for operating activities		58,973	55,916
Grants for capital development		57,280	569,496
		<b>6,765,956</b>	<b>6,739,665</b>
<b>EXPENDITURE</b>			
Expenditure from operating activities	3	5,988,451	4,890,970
Depreciation	3	818,480	794,852
		<b>6,806,931</b>	<b>5,685,822</b>
<b>SURPLUS/(LOSS) FROM CONTINUING OPERATIONS</b>		<b>(40,976)</b>	<b>1,053,843</b>
<b>Other comprehensive income</b>		-	-
<b>Total comprehensive income for the year</b>		<b>(40,976)</b>	<b>1,053,843</b>
<b>Total comprehensive income attributable to retained surplus</b>		<b>(40,976)</b>	<b>1,053,843</b>

The accompanying notes form an integral part of these financial statements.

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## STATEMENT OF FINANCIAL POSITION

	Note	2018 \$	2017 \$
<b>CURRENT ASSETS</b>			
Cash and cash equivalents	4	3,153,487	1,624,593
Other term deposits	5	2,350,000	2,700,000
Trade and other receivables	6	230,625	390,085
<b>TOTAL CURRENT ASSETS</b>		<b>5,734,112</b>	<b>4,714,678</b>
<b>NON-CURRENT ASSETS</b>			
Property, plant and equipment	7	14,640,853	14,967,406
<b>TOTAL NON-CURRENT ASSETS</b>		<b>14,640,853</b>	<b>14,967,406</b>
<b>TOTAL ASSETS</b>		<b>20,374,966</b>	<b>19,682,084</b>
<b>CURRENT LIABILITIES</b>			
Trade and other payables	8	2,140,320	2,215,277
Deferred income	9	1,020,455	299,144
Employee entitlements	10	647,661	524,112
<b>TOTAL CURRENT LIABILITIES</b>		<b>3,808,435</b>	<b>3,038,533</b>
<b>NON-CURRENT LIABILITIES</b>			
Employee entitlements	10	83,146	119,191
<b>TOTAL NON-CURRENT LIABILITIES</b>		<b>83,146</b>	<b>119,191</b>
<b>TOTAL LIABILITIES</b>		<b>3,891,581</b>	<b>3,157,724</b>
<b>NET ASSETS</b>		<b>16,483,384</b>	<b>16,524,360</b>
<b>EQUITY</b>			
Retained Surplus		16,483,384	16,524,360
<b>TOTAL EQUITY</b>		<b>16,483,384</b>	<b>16,524,360</b>

The accompanying notes form an integral part of these financial statements.

## STATEMENT OF CHANGES IN EQUITY

	Retained Surplus \$
Balance at 1 July 2016	15,470,517
Total comprehensive income for the year	1,053,843
<b>Balance at 30 June 2017</b>	<b>16,524,360</b>
Balance at 1 July 2017	16,524,360
Total comprehensive income for the year	(40,976)
<b>Balance at 30 June 2018</b>	<b>16,483,384</b>

## STATEMENT OF CASH FLOWS

	Note	2018 \$	2017 \$
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>			
Receipts from site fees, leases and other		7,343,251	6,880,593
Payments to suppliers and employees		(5,302,982)	(4,837,066)
Interest received		129,151	100,818
Net cash inflows from operating activities	11(b)	2,169,421	2,144,345
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>			
Payment for property, plant and equipment		(990,526)	(1,235,276)
Proceeds on sale of property, plant and equipment		(2,853)	3,803
Net cash outflows used in investing activities		(993,379)	(1,231,472)
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>			
Proceeds on Sale of Property, Plant and Equipment		-	-
Net Cash Outflows used in Investing Activities		-	-
<b>NET INCREASE/(DECREASE) IN CASH HELD</b>		<b>1,176,042</b>	<b>912,873</b>
Cash and cash equivalents at the end of the financial year as shown in the Cash Flows Statement is reconciled to the related items in the balance sheet as follows:			
Net increase/(decrease) in cash held		1,176,042	912,873
Cash at the beginning of the year		4,324,593	3,411,720
<b>Cash at the end of the year</b>	4,5,11(a)	<b>5,503,487</b>	<b>4,324,593</b>



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## NOTES TO THE FINANCIAL STATEMENTS

### Note 1: Summary of Significant Accounting Policies

Barwon Coast Committee of Management Inc. (Barwon Coast) applies Australian Accounting Standards – Reduced Disclosure Requirements as set out in AASB 1053: Application of Tiers of Australian Accounting Standards and AASB 2010–2: Amendments to Australian Accounting Standards arising from Reduced Disclosure Requirements.

The financial statements are general purpose financial statements that have been prepared in accordance with Australian Accounting Standards – Reduced Disclosure Requirements of the Australian Accounting Standards Board (AASB). The entity is not-for-profit for financial reporting purposes under Australian Accounting Standards.

Australian Accounting Standards set out accounting policies that the AASB has concluded would result in financial statements containing relevant and reliable information about transactions, events and conditions. Material accounting policies adopted in the preparation of these financial statements are presented below and have been consistently applied unless stated otherwise.

The financial statements were authorised for issue on 18th September 2018 by the entity's Committee of Management.

#### ACCOUNTING POLICIES

##### a. Revenue

Revenue from the rendering of a service is recognised upon the delivery of the service to the customers. Site fees and on-site accommodation revenues are recognised in the accounting period to which they relate with deposits and receipts held as deferred income (liability) until earned.

Non-reciprocal grant revenue is recognised in profit or loss when the entity obtains control of the grant and it is probable that the economic benefits gained from the grant will flow to the entity and the amount of the grant can be measured reliably.

If conditions are attached to the grant which must be satisfied before it is eligible to receive the contribution, the recognition of the grant as revenue will be deferred until those conditions are satisfied.

When grant revenue is received whereby the entity incurs an obligation to deliver economic value directly back to the contributor, this is considered a reciprocal transaction and the grant revenue is recognised in the statement of financial position as a liability until the service has been delivered to the contributor, otherwise the grant is recognised as income on receipt.

Barwon Coast receives non-reciprocal contributions of assets from the government and other parties for zero or a nominal value. These assets are recognised at fair value on the date of acquisition in the statement of financial position, with a corresponding amount of income recognised in profit or loss.

Donations and bequests are recognised as revenue when received.

Interest revenue is recognised using the effective interest method, which for floating rate financial assets is the rate inherent in the instrument. Dividend revenue is recognised when the right to receive a dividend has been established.

All revenue is stated net of the amount of goods and services tax.

##### b. Property, Plant and Equipment

Plant and equipment are measured on the cost basis and are therefore carried at cost less accumulated depreciation and any accumulated impairment losses. In the event the carrying amount of plant and equipment is greater than its estimated recoverable amount, the carrying amount is written down immediately to its estimated recoverable amount and impairment losses are recognised either in profit or loss or as a revaluation decrease if the impairment losses relate to a revalued asset. A formal assessment of recoverable amount is made when impairment indicators are present (refer to Note 1(d) for details of impairment).

Profits and losses on disposal of fixed assets are brought to account in determining the result for the year.

Plant and equipment that have been contributed at no cost, or for nominal cost, are valued and recognised at the fair value of the asset at the date it is acquired.

## NOTES TO THE FINANCIAL STATEMENTS CONTINUED

### b. Property, Plant and Equipment (continued)

#### Depreciation

The depreciable amount of all fixed assets, including buildings is depreciated on a straight line basis over the asset's useful life to the entity commencing from the time the asset is held ready for use.

Work in Progress is shown at cost and is not depreciated until such time as work is completed and the asset is fit for use. When Work in Progress is complete the asset is transferred to Property, Plant and Equipment.

The depreciation rates used for each class of depreciable assets are:

<b>Class of fixed asset</b>	<b>Depreciation rate</b>
Buildings	2% – 10%
Infrastructure	1.5% – 20%
Facilities	5% – 33.3%
Office Equipment	5% – 33.3%
Motor Vehicles and Plant	12% – 20%
General Equipment	5% – 50%
Work in Progress	nil%

The assets' residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains or losses are recognised in profit or loss in the period in which they arise. When revalued assets are sold, amounts included in the revaluation surplus relating to that asset are transferred to retained earnings.

### c. Financial Instruments

#### Initial Recognition and Measurement

Financial assets and financial liabilities are recognised when the entity becomes a party to the contractual provisions to the instrument. For financial assets, this is equivalent to the date that the company commits itself to either purchase or sell the asset [ie trade date accounting is adopted]. Financial instruments are initially measured at fair value.

#### Classification and Subsequent Measurement

Financial instruments are subsequently measured at fair value or cost.

### d. Impairment of Assets

At the end of each reporting period, the entity assesses whether there is any indication that an asset may be impaired. If such an indication exists, an impairment test is carried out on the asset by comparing the recoverable amount of the asset, being the higher of the asset's fair value less costs of disposal and value in use, to the asset's carrying amount. Any excess of the asset's carrying amount over its recoverable amount is recognised immediately in profit or loss, unless the asset is carried at a revalued amount in accordance with another Standard (eg in accordance with the revaluation model in AASB 116). Any impairment loss of a revalued asset is treated as a revaluation decrease in accordance with that other Standard.

Where it is not possible to estimate the recoverable amount of an individual asset, the entity estimates the recoverable amount of the cash-generating unit to which the asset belongs. Impairment testing is performed annually for goodwill and intangible assets with indefinite lives.

### e. Employee Benefits

#### Short-Term Employee Benefits

Provision is made for the entity's obligation for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly within 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The entity's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the statement of financial position.

#### Other Long-Term Employee Benefits

The entity classifies employees' long service leave and annual leave entitlements as other long-term employee benefits as they are not expected to be settled wholly within 12 months after the end of the annual reporting period in which the employees render the related service. Provision is made for the company's obligation for other long-term employee benefits, which are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures, and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Upon the remeasurement of obligations for other long-term employee benefits, the net change in the obligation is recognised in profit or loss classified under employee benefits expense.

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## NOTES TO THE FINANCIAL STATEMENTS CONTINUED

### e. Employee Benefits (continued)

The entity's obligations for long-term employee benefits are presented as non-current liabilities in its statement of financial position, except where the entity does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current liabilities.

#### *Retirement Benefit Obligations*

##### *Defined contribution superannuation benefits*

All employees of the entity receive defined contribution superannuation entitlements, for which the entity pays the fixed superannuation guarantee contribution (currently 9.5% of the employee's average ordinary salary) to the employee's superannuation fund of choice. All contributions in respect of employees' defined contribution entitlements are recognised as an expense when they become payable. The entity's obligation with respect to employees' defined contribution entitlements is limited to its obligation for any unpaid superannuation guarantee contributions at the end of the reporting period. All obligations for unpaid superannuation guarantee contributions are measured at the (undiscounted) amounts expected to be paid when the obligation is settled and are presented as current liabilities in the entity's statement of financial position.

### f. Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, deposits held at call with banks, other short-term highly liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within short-term borrowings in current liabilities on the statement of financial position.

### g. Goods and Service Tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of the amount of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with other receivables or payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows included in receipts from customers or payments to suppliers.

### h. Income Tax

No provision for income tax has been raised as the entity is exempt from income tax under Div 50 of the *Income Tax Assessment Act 1997*.

### i. Provisions

Provisions are recognised when the entity has a legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured. Provisions recognised represent the best estimate of the amounts required to settle the obligation at the end of the reporting period.

### j. Comparative Figures

Where required by Accounting Standards, comparative figures have been adjusted to conform with changes in presentation for the current financial year.

### k. Trade and Other Payables

Trade and other payables represent the liabilities for goods and services received by the company during the reporting period that remain unpaid at the end of the reporting period. The balance is recognised as a current liability with the amounts normally paid within 30 days of recognition of the liability.

### l. Critical Accounting Estimates and Judgements

The committee members evaluate estimates and judgements incorporated into the financial statements based on historical knowledge and best available current information. Estimates assume a reasonable expectation of future events and are based on current trends and economic data, obtained both externally and within the organisation.

#### *Key Estimates*

##### *Employee Benefits*

For the purpose of measurement, AASB 119: Employee Benefits (September 2011) defines obligations for short-term employee benefits as obligations expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related services. As the company expects that most employees will not use all of their annual leave entitlements in the same year in which they are earned or during the 12-month period that follows, the members believe that obligations for annual leave entitlements satisfy the definition of other long-term employee benefits and, therefore, are required to be measured at the present value of the expected future payments to be made to employees.



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## NOTES TO THE FINANCIAL STATEMENTS CONTINUED

### AUSTRALIAN ACCOUNTING STANDARDS THAT ARE NOT YET EFFECTIVE

The following Australian Accounting Standards become effective for reporting periods commencing after the operative dates stated:

Certain new Australian Accounting Standards (AAS) have been published that are not mandatory for the 30 June 2018 reporting period.

Topic	Key requirements	Effective date	Effective date for the entity	Estimated impact
AASB 9 <i>Financial Instruments</i>	The key changes introduced by AASB 9 include the simplified requirements for the classification and measurement of financial assets, a new hedging accounting model and a revised impairment loss model to recognise impairment losses earlier, as opposed to the current approach that recognises impairment only when incurred.	1-Jan-18	1-Jul-18	Nil
AASB 15 <i>Revenue from Contracts with Customers</i>	The core principle of AASB 15 requires an entity to recognise revenue when the entity satisfies a performance obligation by transferring a promised good or service to a customer. Note that amending standard AASB 2015-8 <i>Amendments to Australian Accounting Standards – Effective Date of AASB 15</i> has deferred the effective date of AASB 15 to annual reporting periods beginning on or after 1 January 2018 (1 January 2019 for not-for-profit entities) instead of 1 January 2017.	1-Jan-19	1-Jul-19	Minor
AASB 16 <i>Leases</i>	The key changes introduced by AASB 16 include the recognition of most operating leases (which are currently not recognised) on balance sheet.	1-Jan-19	1-Jul-19	Nil
AASB 1058 <i>Income of Not-for-Profit Entities</i>	This Standard will replace AASB 1004 <i>Contributions</i> and establishes principles for transactions that are not within the scope of AASB 15, where the consideration to acquire an asset is significantly less than fair value to enable not-for-profit entities to further their objectives.	1-Jan-19	1-Jul-19	Minor

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## NOTES TO THE FINANCIAL STATEMENTS CONTINUED

### Note 2: Revenue

	2018 \$	2017 \$
<b>REVENUE FROM CARAVAN PARKS</b>		
Barwon Heads Caravan Park	2,994,707	2,914,901
Riverview Family Caravan Park	2,710,503	2,562,624
Riverside Camp Ground	369,441	359,353
	6,074,650	5,836,877
<b>OTHER INCOME</b>		
Foreshore leases, licences and permits	372,541	140,217
Interest received on financial assets	129,151	100,818
Grants & appropriations – operating	58,973	55,916
Grants – capital	57,280	569,496
Loss on disposal of non current asset	( 2,853)	3,803
Other income	76,212	32,537
	691,305	902,787
<b>TOTAL REVENUE</b>	<b>6,765,956</b>	<b>6,739,664</b>

### Note 3: Expenses

<b>OPERATING EXPENSES BY FUNCTION</b>		
Barwon Heads Caravan Park operating expenses	1,389,628	1,213,707
Riverview Family Caravan Park operating expenses	1,209,619	1,083,402
Riverside Camp Ground operating expenses	72,173	110,804
Maintenance – foreshore reserves	1,334,953	1,137,097
Administration – management/reception/provisions	1,017,172	966,741
Community education and natural resources planning	298,144	253,345
Motor vehicles and plant expenses	10,081	24,762
Local Port of Barwon Heads expenses	34,668	33,771
Foreshore leases, licences and permits expenses	126,268	60,080
Depreciation expense	818,480	794,852
Property, plant and equipment write down	495,746	7,261
<b>TOTAL EXPENSES</b>	<b>6,806,931</b>	<b>5,685,822</b>

## NOTES TO THE FINANCIAL STATEMENTS CONTINUED

### Note 4: Cash and Cash Equivalents

	2018 \$	2017 \$
Cash at bank	1,109,236	815,285
Short term cash investments	2,042,501	807,558
Cash on hand	1,750	1,750
<b>TOTAL CASH &amp; CASH EQUIVALENTS</b>	<b>3,153,487</b>	<b>1,624,593</b>

### Note 5: Financial Assets

Term deposits held longer than 3 months	2,350,000	2,700,000
<b>TOTAL TERM DEPOSITS (&gt;3 MONTHS)</b>	<b>2,350,000</b>	<b>2,700,000</b>

### Note 6: Trade and Other Receivables

<b>CURRENT</b>		
Trade debtors	148,773	62,099
Accrued revenues	43,099	224,499
Prepaid expenses	38,212	37,109
GST input	541	66,378
	<b>230,625</b>	<b>390,085</b>



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## NOTES TO THE FINANCIAL STATEMENTS CONTINUED

### Note 7: Property, Plant and Equipment

	2018 \$	2017 \$
<b>BUILDINGS</b>		
<b>Barwon Heads Caravan Park</b>		
At cost	4,247,981	4,224,717
Less accumulated depreciation	1,132,203	1,023,720
Total	3,115,779	3,200,997
<b>Riverview Family Caravan Park</b>		
At cost	2,046,745	2,046,745
Less accumulated depreciation	417,675	358,117
Total	1,629,070	1,688,628
<b>Accommodation On Site</b>		
At cost	1,380,699	1,380,699
Less accumulated depreciation	828,755	741,991
Total	551,944	638,707
<b>Ocean Grove Surf Beach Complex</b>		
At cost	–	588,505
Less accumulated depreciation	–	333,430
Total	–	255,075
<b>Coastal Reserve Buildings</b>		
At cost	2,009,190	2,009,197
Less accumulated depreciation	427,143	374,131
Total	1,582,047	1,635,067
<b>BUILDINGS Total</b>		
<b>At cost</b>	<b>9,684,615</b>	<b>10,249,863</b>
<b>Less accumulated depreciation</b>	<b>2,805,776</b>	<b>2,831,389</b>
<b>Total</b>	<b>6,878,839</b>	<b>7,418,474</b>

## NOTES TO THE FINANCIAL STATEMENTS CONTINUED

### Note 7: Property, Plant and Equipment continued

	2018 \$	2017 \$
<b>INFRASTRUCTURE</b>		
<b>Barwon Heads Caravan Park</b>		
At cost	1,384,861	1,370,606
Less accumulated depreciation	352,977	318,634
<b>Total</b>	<b>1,031,884</b>	<b>1,051,972</b>
<b>Riverview Family Caravan Park</b>		
At cost	1,669,743	1,657,446
Less accumulated depreciation	473,670	422,741
<b>Total</b>	<b>1,196,073</b>	<b>1,234,705</b>
<b>Coastal Reserve Infrastructure</b>		
At cost	5,180,111	5,187,948
Less accumulated depreciation	1,594,615	1,435,892
<b>Total</b>	<b>3,585,496</b>	<b>3,752,056</b>
<b>INFRASTRUCTURE Total</b>		
<b>At cost</b>	<b>8,234,715</b>	<b>8,215,999</b>
<b>Less accumulated depreciation</b>	<b>2,421,262</b>	<b>2,177,266</b>
<b>Total</b>	<b>5,813,453</b>	<b>6,038,733</b>
<b>FACILITIES</b>		
<b>Barwon Heads Caravan Park</b>		
At cost	284,816	371,663
Less accumulated depreciation	84,905	182,669
<b>Total</b>	<b>199,911</b>	<b>188,995</b>
<b>Riverview Family Caravan Park</b>		
At cost	438,789	529,716
Less accumulated depreciation	166,288	283,299
<b>Total</b>	<b>272,502</b>	<b>246,417</b>
<b>Coastal Reserve Facilities</b>		
At cost	823,567	734,897
Less accumulated depreciation	308,214	284,764
<b>Total</b>	<b>515,353</b>	<b>450,134</b>
<b>FACILITIES Total</b>		
<b>At cost</b>	<b>1,547,173</b>	<b>1,636,277</b>
<b>Less accumulated depreciation</b>	<b>559,407</b>	<b>750,732</b>
<b>Total</b>	<b>987,766</b>	<b>885,546</b>

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## NOTES TO THE FINANCIAL STATEMENTS CONTINUED

### Note 7: Property, Plant and Equipment continued

	2018 \$	2017 \$
<b>OFFICE EQUIPMENT</b>		
At cost	131,704	225,617
Less accumulated depreciation	81,540	164,606
<b>Total</b>	<b>50,164</b>	<b>61,011</b>
<b>MOTOR VEHICLES AND PLANT</b>		
At cost	610,381	502,835
Less accumulated depreciation	204,244	153,698
<b>Total</b>	<b>406,137</b>	<b>349,137</b>
<b>GENERAL EQUIPMENT</b>		
At cost	134,691	107,517
Less accumulated depreciation	55,413	59,722
<b>Total</b>	<b>79,278</b>	<b>47,795</b>
<b>WORK IN PROGRESS</b>		
At cost	425,217	166,710
<b>Total</b>	<b>425,217</b>	<b>166,710</b>
<b>TOTAL PROPERTY, PLANT AND EQUIPMENT</b>		
At cost	20,768,495	21,104,819
Less accumulated depreciation	6,127,642	6,137,413
<b>Total</b>	<b>14,640,853</b>	<b>14,967,406</b>



Note 7: Property, Plant and Equipment continued

[illegible]

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## NOTES TO THE FINANCIAL STATEMENTS CONTINUED

### Note 8: Trade and Other Payables

	2018 \$	2017 \$
Trade creditors	266,677	157,274
Accrued charges	94,002	76,577
Caravan parks booking fees in advance	1,779,383	1,891,825
GST Outwards	–	52,885
Wages Clearing	257	36,715
Other	–	–
<b>TOTAL TRADE AND OTHER PAYABLES</b>	<b>2,140,320</b>	<b>2,215,277</b>

### Note 9: Deferred Income

Grants in Advance	515,455	293,186
Other Deferred Income	505,000	5,958
<b>TOTAL DEFERRED INCOME</b>	<b>1,020,455</b>	<b>299,144</b>

### Note 10: Provisions

<b>CURRENT</b>		
Employee entitlements – Rostered Days Off	9,098	–
Employee entitlements – Annual Leave	238,324	184,995
Employee entitlements – Long Service Leave	400,239	339,117
<b>TOTAL CURRENT PROVISIONS</b>	<b>647,661</b>	<b>524,112</b>
<b>NON-CURRENT</b>		
Employee entitlements – Long Service Leave	83,146	119,191
<b>TOTAL NON-CURRENT PROVISIONS</b>	<b>83,146</b>	<b>119,191</b>
<b>TOTAL PROVISIONS</b>	<b>730,807</b>	<b>643,303</b>

<b>MOVEMENT IN EMPLOYEE BENEFITS</b>	<b>\$</b>	
Analysis of total provisions:		
Opening balance at 1 July	643,303	579,734
Additional provisions raised during the year	283,021	259,177
Amounts used	(195,517)	(195,608)
<b>Balance at 30 June</b>	<b>730,807</b>	<b>643,303</b>

## NOTES TO THE FINANCIAL STATEMENTS CONTINUED

### Note 10: Provisions continued

#### PROVISION FOR EMPLOYEE BENEFITS

Provision for employee benefits represents amounts accrued for rostered days off, annual leave and long service leave.

The current portion for this provision includes the total amount accrued for rostered days off, annual leave entitlements and the amounts accrued for long service leave entitlements that have vested due to employees having completed the required period of service. Based on past experience, the company does not expect the full amount of annual leave or long service leave balances classified as current liabilities to be settled within the next 12 months. However, these amounts must be classified as current liabilities since the company does not have an unconditional right to defer the settlement of these amounts in the event employees wish to use their leave entitlement.

The non-current portion for this provision includes amounts accrued for long service leave entitlements that have not yet vested in relation to those employees who have not yet completed the required period of service.

In calculating the present value of future cash flows in respect of long service leave, the probability of long service leave being taken is based upon historical data. The measurement and recognition criteria for employee benefits have been discussed in Note 1[e].

### Note 11: Cash Flow Information

#### a. Reconciliation of cash

For the purposes of the statement of cash flows, the entity considers cash to include cash on hand, in banks and bank overdrafts. Cash at the end of the reporting period as shown in the statement of cash flows is reconciled to the related items in the statement of financial position as follows:

	2018 \$	2017 \$
Cash at Bank	1,109,236	815,285
Short Term Cash Investments	2,042,501	807,558
Cash on hand	2,351,750	2,701,750
	<b>5,503,487</b>	<b>4,324,593</b>



**Barwon Coast Committee of Management Inc.** ABN 16 921 392 965  
Financial Report for the Year Ended 30 June 2018

## NOTES TO THE FINANCIAL STATEMENTS CONTINUED

### Note 11: Cash Flow Information continued

#### b. Reconciliation of net cash used in operating activities to operating result

	2018 \$	2017 \$
Operating (profit)/loss	(40,976)	1,053,843
Property, plant and equipment write down	495,746	7,261
Loss (gain) on disposal of property, plant and equipment	2,853	(3,803)
Depreciation	818,480	794,852
(Increase)/decrease in receivables	159,460	(366,140)
Increase/(decrease) in payables	37,485	84,577
Increase/(decrease) in deferred income	608,868	510,187
Increase/(decrease) in provisions	87,504	63,569
<b>Net cash provided by operating activities</b>	<b>2,169,421</b>	<b>2,144,345</b>

### Note 12: Related Parties

The Committee of Management members are the only related parties.

During the year there were no financial transactions with related parties except for a small remuneration paid for the performance of their duties for each full Committee meeting attended.

### Note 13: Key Management Personnel Compensation

Any person(s) having authority and responsibility for planning, directing and controlling the activities of the entity, directly or indirectly, including any director (whether executive or otherwise) of that entity is considered key management personnel. The totals of remuneration paid to key management personnel of the company during the year are as follows:

	2018 \$	2017 \$
Key management personnel compensation	367,017	352,448

## NOTES TO THE FINANCIAL STATEMENTS CONTINUED

### Note 14: Capital Commitments

Commitments for future expenditure include capital commitments arising from non-cancellable contractual sources. Capital commitments are recorded below at their nominal value and inclusive of GST. These future expenditures cease to be disclosed as commitments once the related liabilities are recognised in the balance sheet.

	2018 \$	2017 \$
<b>Capital expenditure commitments payable</b>		
Infrastructure, property, plant and equipment		
Within 12 months	7,435,615	-
Less funding sources from other parties	(5,018,297)	-
Total commitments (inclusive of GST)	2,417,318	-
Less GST recoverable	219,756	
<b>Total commitments (exclusive of GST)</b>	<b>2,197,562</b>	<b>-</b>

### Note 15: Contingent Liabilities

There were no contingent liabilities at the financial year end. (2017:nil)

### Note 16: Events After the Reporting Period

Committee members are not aware of any significant events since the end of the reporting period.

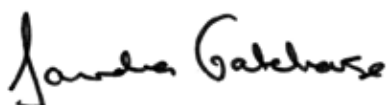
**Barwon Coast Committee of Management Inc.** ABN 16 921 392 965  
Financial Report for the Year Ended 30 June 2018

## COMMITTEE MEMBERS' DECLARATION

In accordance with a resolution of Barwon Coast Committee of Management Inc. the Committee members of the entity declare that:

1. The financial statements and notes, as set out on pages 23 to 40:
  - a comply with Australian Accounting Standards – Reduced Disclosure Requirements; and
  - b give a true and fair view of the financial position of the entity as at 30 June 2018 and of its performance for the year ended on that date.
2. At the date of this statement, there are reasonable grounds to believe that Barwon Coast will be able to pay its debts as and when they fall due.

For and on behalf of the Committee:



**Sandra Gatehouse**  
Audit Sub-Committee Chair

Dated this 18th day of September 2018.

**Barwon Coast Committee of Management Inc.** ABN 16 921 392 965

Financial Report for the Year Ended 30 June 2018



**INDEPENDENT AUDITOR'S REPORT  
TO THE MEMBERS OF BARWON COAST COMMITTEE OF MANAGEMENT INC**

**Report on the Financial Report****Opinion**

We have audited the financial report of Barwon Coast Committee of Management Inc. (the association), which comprises the statement of financial position as at 30 June 2018, and the comprehensive income statement, statement of changes in equity and statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies, and the committee members' declaration.

In our opinion, the accompanying financial report of the association is prepared, in all material respects, in accordance with the Crown Lands (Reserves) Act 1978, including:

- (i) Giving a true and fair view of the association's financial position as at 30 June 2018 and of its performance for the year then ended; and
- (ii) That the financial records kept by the association are such as to enable financial statements to be prepared in accordance with Australian Accounting Standards – Reduced Disclosure Requirements.

**Basis for Opinion**

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of our report. We are independent of the association in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants* (the Code) that are relevant to our audit of the financial report in Australia. We have also fulfilled our other responsibilities in accordance with the Code. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

**Other Information**

The committee is responsible for the other information. The other information comprises the information included in the association's annual report for the year ended 30 June 2018 but does not include the financial report and our auditor's report thereon.

Our opinion on the financial report does not cover the other information and accordingly we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial report, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report or our knowledge obtained in the audit or otherwise appears to be materially misstated. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.



**Barwon Coast Committee of Management Inc.** ABN 16 921 392 965

Financial Report for the Year Ended 30 June 2018

**Responsibilities of the Committee for the Financial Report**

The committee is responsible for the preparation of the financial report in accordance with the Crown Lands (Reserves) Act 1978, and for such internal control as the committee determines is necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the committee is responsible for assessing the association's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the committee either intends to liquidate the association or to cease operations, or has no realistic alternative but to do so.

The committee is responsible for overseeing the association's financial reporting process.

**Auditor's Responsibilities for the Audit of the Financial Report**

Our objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial report.

A further description of our responsibilities for the audit of the financial report is located at the Auditing and Assurance Standards Board website at: <http://www.auasb.gov.au/Home.aspx>. This description forms part of our auditor's report.

Stephen Kirtley  
Director

Dated this 26<sup>th</sup> day of September, 2018

Davidsons Assurance Services Pty Ltd  
101 West Fyans Street  
Geelong, Victoria 3220

## Contact Barwon Coast Committee of Management Inc.

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neutral



mill  
certified



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