

Committee Future Melbourne (Finance and Governance Portfolio)

Presenter Councillor Mayne

Purpose

1. The purpose of this report is to recommend to Council the essential terms of a proposed new six year licence and to provide an assessment of the operator's performance for 2016.

Consideration at Committee

2. The Committee considered this item and made a recommendation to Council as presented below.

Recommendation:

3. That Council:
 - 3.1 Subject to completion of the 2017 event to Council's satisfaction and all necessary approvals from the Minister responsible for the Crown Land (Reserves) Act 1978 first being obtained, grant to Flower and Garden Show Limited a licence to use the Carlton Gardens for the running of the Melbourne International Flower and Garden Show for three years with an option to extend for a further three years.
 - 3.2 Sets the annual licence fee at \$145,000 increasing by CPI each year after Year 1.
 - 3.3 Sets the annual Public Projects Contribution at \$35,000; increasing by CPI each year after Year 1.
 - 3.4 Sets the bond amount to \$250,000.
 - 3.5 Notes that the final terms and conditions of the licence will be agreed, and the licence entered into, under delegation.

Attachment:

1. Future Melbourne Committee, Agenda item 6.7, 16 August 2016

**Report to the Future Melbourne (Finance and Governance)
Committee**

Agenda item 6.7

**Melbourne International Flower and Garden Show – proposed new six year
licence (2018 – 2023)**

16 August 2016

Presenter: Katrina McKenzie, Acting Director City Economy and Activation**Purpose and background**

1. The purpose of this report is to recommend to Council the essential terms of a proposed new six year licence and to provide an assessment of the operator's performance for 2016.
2. Further to a written request (Attachment 2) from the sponsors and operators of the Melbourne International Flower and Garden Show (MIFGS) for a new three year licence to run the event in Carlton Gardens from 2018 to 2020 with a three year option to extend the licence until 2023, the Future Melbourne Committee on 7 June resolved as follows:
 - 1.1 *In light of exemplary performance over 21 years, requests management to enter into negotiations with MIFGS for a new 6 year licence from 2018 until 2023 and bring the essential terms of the proposed licence to a Future Melbourne Committee meeting in August 2016 for consideration including assessment of the operator's performance for 2016."*
3. The previous MIFGS licence agreement for the 2012–14 period was extended for a further three years in accordance with Clause 23 and expires in 2017.
4. The essential terms of the proposed licence are deemed to be the licence period and financials (fee, bond and public projects contributions).

Key issues

5. A meeting was held on 17 June 2016 with Greg Hooton, MIFGS Event Director and Marcus Gale MIFGS Event Manager to commence negotiations with MIFGS for a new six year licence from 2018 until 2023. A subsequent letter was received from Glenn Fenton, Chairman Flower and Garden Show Ltd (Attachment 3) supporting the initial written request. Subsequent meetings have been held, continuing these negotiations.
6. The fee, bond and public projects contribution for the 2018–23 period have been reviewed and a comparison against the current amounts is attached (Attachment 4). Of particular note is the proposed bond amount of \$250,000. This is significantly higher than the bond in the existing licence and has been recommended to align with an established Council policy and in acknowledgement of the value and importance of the trees in the gardens. The event compliance and reinstatement summary and associated reports for MIFGS 2016 are attached (Attachment 5).
7. Annual assessments of Carlton Gardens South following each MIFGS event throughout its current licence period (2012-16) have concluded that no specific issues have been identified in relation to tree health over this period and that there has been no unfavourable impacts on the soil and no lasting impact on the lawns and garden beds of Carlton Gardens South. Management is currently entering into negotiations with MIFGS regarding the proposed new licence conditions that relate specifically to the protection of trees to ensure that the health of the gardens are maintained and able to be practically achieved. Once confirmed these will form part of the final terms and conditions of the licence.
8. Schedules two and three of the proposed licence, which detail the event plan conditions and specification for turf reinstatement works and site protection responsibilities respectively, are currently under review. A summary of the proposed content of the Schedules is attached (Attachment 6).

Recommendation from management

9. That the Future Melbourne Committee recommend Council:
 - 9.1 Subject to completion of the 2017 event to Council's satisfaction and all necessary approvals from the Minister responsible for the *Crown Land (Reserves) Act 1978* first being obtained, grant to Flower and Garden Show Limited a licence to use the Carlton Gardens for the running of the Melbourne International Flower and Garden Show for three years with an option to extend for a further three years.

- 9.2 Sets the annual licence fee at \$145,000 increasing by CPI each year after Year 1.
- 9.3 Sets the annual Public Projects Contribution at \$35,000; increasing by CPI each year after Year 1.
- 9.4 Sets the bond amount to \$250,000.
- 9.5 Notes that the final terms and conditions of the licence will be agreed, and the licence entered into, under delegation.

Attachments:

- 1. Supporting Attachment (page 3 of 60)
- 2. Letter from Flower and Garden Show Ltd to Cr Mayne proposing new 6 year licence (page 5 of 60)
- 3. MIFGS Licence extension application from Flower and Garden Show Ltd (page 14 of 60)
- 4. Proposed annual fees for MIFGS 2018-23 (page 24 of 60)
- 5. Event compliance and reinstatement summary March - April 2016 (page 25 of 60)
- 6. Summary of proposed content of Schedules Two and Three of proposed MIFGS licence 2018-23 (page 59 of 60)

Supporting Attachment

Legal

1. The purposes for which the Carlton Gardens may be used include public recreation (pursuant to the Order in Council of 1 February 1864) and horticultural exhibitions (pursuant to regulation 19 of the *Melbourne Parks and Gardens (Joint Trustee Reserves) Regulations 1994* (Regulations). The Carlton Gardens are managed by Council as the Committee of Management. As the Committee of Management, Council is able to license the use of the Carlton Gardens in accordance with the provisions of the *Crown Land (Reserves) Act 1978* and the Regulations. The Regulations prescribe the period the gardens can be closed off to the public for the Melbourne International Flower and Garden Show (MIFGS) and the entry fee payable by the public.
2. The *Crown Land (Reserves) Amendment (Carlton Gardens) Act 2008* amended the *Crown Land (Reserves) Act 1978*, allowing the Governor in Council on the recommendation of the responsible Minister, to declare an event in the Carlton Gardens to be a 'special event'. If a special event is declared, in respect to the area occupied by the event and for the period of the event:
 - 2.1. the Secretary of the Department of Environment Land, Water and Planning or the Melbourne Convention and Exhibition Trust assume the role of management.
 - 2.2. Council's Local Laws and the Regulations are suspended.
3. Due to the World Heritage status of the Carlton Gardens, the *Environment Protection and Biodiversity Conservation Act 1999* (Cth) has application ('EPBC Act'). Section 12 of the EPBC Act provides:
 - (1) *A person must not take an action that:*
 - (a) *has or will have a significant impact on the world heritage values of a declared World Heritage property; or*
 - (b) *is likely to have a significant impact on the world heritage values of a declared World Heritage property.*
4. The EPBC Act defines "action" to include
 - (a) *a project; and*
 - (b) *a development; and*
 - (c) *an undertaking; and*
 - (d) *an activity or series of activities; and*
 - (e) *an alteration of any of the things mentioned in paragraph (a), (b), (c) or (d).*
5. The proposed licence is for the purpose of continuing permission for an activity that had been carried out prior to the application of the EPBC Act.

Finance

6. The proposed licence fees and Public Projects Contribution (excluding GST and CPI) over the 2018-2023 license period would be as follows, subject to the renewal options being exercised:

Year	Event year	License Fee (ex-GST)	Public Projects Contribution (ex-GST)	Bond
Year 1	2018 MIFGS event	\$ 145,000	\$ 35,000	\$ 250,000
Year 2	2019 MIFGS event	Year 1 fee + CPI	Year 1 contribution + CPI	\$ 250,000
Year 3	2020 MIFGS event	Year 2 fee + CPI	Year 2 contribution + CPI	\$ 250,000
Year 4	2021 MIFGS event	Year 3 fee + CPI	Year 3 contribution + CPI	\$ 250,000
Year 5	2022 MIFGS event	Year 4 fee + CPI	Year 4 contribution + CPI	\$ 250,000
Year 6	2023 MIFGS event	Year 5 fee + CPI	Year 5 contribution + CPI	\$ 250,000

Conflict of interest

7. No member of Council staff, or other person engaged under a contract, involved in advising on or preparing this report has declared a direct or indirect interest in relation to the matter of the report.

Stakeholder consultation

8. Negotiations with MIFGS will be undertaken regarding the final terms and conditions of the licence.

Relation to Council policy

9. This report is consistent with overall strategies contained in the Council Plan and is aligned to Goal 3 of the Council Plan 2013–17: A Prosperous City.

Environmental sustainability

10. The conditions of the licence, which are currently under negotiation, will include measures to protect the health of the gardens, particularly in relation to tree protection measures and soil compaction.
11. The applicant’s submission (Attachment 2) outlines the event’s key environmental messaging and education. These include:
- Cooling the planet, one backyard at a time;
 - Greenspace;
 - Climate change;
 - and Garden protection.



13 May 2016

Mr Stephen Mayne
Councillor – City of Melbourne
90-120 Swanston Street
MELBOURNE VIC 3000

Dear Councillor Mayne

RE: Melbourne International Flower and Garden Show (MIFGS) License

Further to our conversation regarding a new license for the Melbourne International Flower and Garden Show (MIFGS).

As you are aware the 2017 show will be the last year of the current agreement. The current agreement was for a period of 2015 to 2017 and was in fact the 3 year extension on the 2012 to 2014 agreement.

While we still have one more event to run under the current agreement we would ask the City of Melbourne to consider an application for a new 3 + 3 year agreement being for a period of 2018 to 2020 and an extension option for 2021 to 2023.

The predominate reason for making an application prior to the end of the current agreement is due to the extensive planning period that is required to put on this event. The planning for each show is at least an 18 month to 2 year process. Such a period is required to allow the sourcing of overseas designers as well as the ability to attract conferences that are held in and around the event.

Further evidence of both the planning cycle and the ability for MIFGS to add real value to Melbourne is the recent signing in China of an MOU with the Shanghai Orisis Landscape Science and Technology Co Ltd to promote horticulture and tourism to MIFGS over the coming years (refer to attached media release).

By submitting our application early it provides a level of certainty for the event, and will enable us to explore opportunities with existing sponsors, but also to market and hopefully attract new sponsorships in an extremely competitive market.

In regards to 2016, as per the City of Melbourne agreement MIFGS once again fulfilled all the necessary license conditions as it has for each of the last 21 years the show has been held in the Carlton Gardens. For example, the 2016 soil compaction report prepared by Dr Robert Van de Graaff and Associates again concluded, "There are no unfavourable impacts on the soil of the Carlton Gardens following the annual MIFGS".



Registered Office: Suite 3, 307 Wattletree Road, Malvern East 3145
Phone: 03 9576 0599 Fax: 03 9576 0431 Email: ngiv@ngiv.com.au





It should also be noted that aside from any permits and planning that the event does with the City of Melbourne, the event also has to gain a permit from Heritage Victoria. Every year since the venue was granted World Heritage listing it has not failed to gain a permit from Heritage Victoria nor failed to deliver on the license conditions.

MIFGS is regarded as one of the top flower and garden shows in the world, MIFGS ensures that the City of Melbourne and the state of Victoria is kept at the forefront of the international event market and enhances its reputation as not only a sporting event capital but an event capital of the world.

In summary, MIFGS fully intends continuing the work of promoting this event and the significance of the World Heritage listed Royal Exhibition Building and Carlton Gardens South with the City of Melbourne and Museum Victoria so that the City can continue to build and promote itself as a significant international event destination.

What better way for the City of Melbourne to show it truly is the event capital of Australia, providing a range of quality events, by hosting the only annual flower and garden show of significance to be held in a major capital city in Australia and the Asian region.

We certainly look forward to your feedback on our application.

EVENT BACKGROUND

Event Ownership

MIFGS is owned by two key industry bodies being the Nursery & Garden Industry Association of Victoria (NGIV) and the Victorian Farmers Federation (VFF).

NGIV is the peak body for amenity horticulture and is one of the cornerstone owners of MIFGS. Founded in 1903, NGIV represents the interests of an industry worth \$1.6 Billion and employing over 11,000 people.

VFF is the peak body which represents the Victorian farmers 7 commodity groups. One of those key commodity groups is Flowers Victoria (FV) who is responsible along with the NGIV for ensuring MIFGS is such a great success.

The income from MIFGS assists both organisations with employment, production, marketing, promotion and accreditation initiatives while also strengthening the sales and distribution of horticultural products and services.

Event Overview

2016 was the twenty first edition of MIFGS.

Over the 21 years of its existence MIFGS has become the best annual flower and garden show not only in Australia but also in the Southern Hemisphere. It is also one of the top five shows of its type in the world.

Its success continues to promote and enhance Melbourne and Victoria's reputation for horticulture both nationally and internationally.

MIFGS is designated by Tourism Victoria as a 'Hallmark Event' sharing this status with other world-class events such as the Australian Open Tennis Championship, the Melbourne Comedy Festival, Victorian Spring Racing Carnival and the Australian Formula One Grand Prix.



MIFGS drives a substantial amount of economic activity into the Victorian economy. The latest economic impact study put the value of positive impact of the show at approximately \$9 million to the State, with a substantial proportion generated by interstate and overseas visitors.

MIFGS annually conducts an extensive (media and television) advertising campaign to promote Melbourne and Victoria to enhance the reputation of our state.

The City of Melbourne and the State Government have supported MIFGS over its life in the Carlton Gardens and Royal Exhibition Building and we certainly look forward to that continued support in our application. In addition to the license agreement there is further support for the event in the following manner:

- The Carlton Gardens Master Plan, developed by the City in consultation with the community specifically references MIFGS under Section 3.4 Uses and Activities:
- 'The South Carlton Gardens and the Royal Exhibition Building has been the venue for the Melbourne International Flower and Garden Show since 1996. This event is compatible with the World Heritage listing of the Gardens and was recognized in the submission for the World Heritage listing as a modern day expression of the international exhibitions of the late nineteenth century'.

The Government legislated in February 2008 to insert a new Part 4A into the Crown Land (Reserves) Act 1978 that provides for special event management of the Carlton Gardens. This allows the Governor in Council, on recommendation from the minister, to make a special event management declaration for the Government to be granted the powers to manage the Gardens if required.

Venue
MIFGS played an integral part in the World Heritage listing of the Royal Exhibition Building and Carlton Gardens as the only event that continues to utilise the entire venue to host an exhibition/event which reflected the original purpose it was built for as part of the World Expos of the 1880's.

World Heritage sites across the world are utilised for a myriad of events, tourism and commercial use in general. MIFGS falls within a compatible use of World Heritage sites that are in Australia and around the world.

The event's location in the Royal Exhibition Building and Carlton Gardens South plays a large part in the event's success and beauty. The combined venue allows all aspects of the horticultural and garden design industry to be brought together in the one amazing venue. This aspect truly sets MIFGS apart from all other flower and garden shows around the world by allowing us to have cut flower designs and garden designs in the one unique venue. You cannot find this style of show anywhere else in the world which further enhances the uniqueness of MIFGS. Combine this aspect with a venue that is in a major City centre close to amenities, accommodation and transport and you have the ultimate flower and garden show venue.

MIFGS plays an on-going role in promoting the fact that the venue and garden is a World Heritage listed area and has delivered nearly 2.2 million people to the venue promoting the attributes of the Royal Exhibition Building and Carlton Gardens South over the life of the show.



We strongly believe that the use of the combined venue for a flower and garden show that delivers multiple community, social and economic benefits is a fitting use for such a venue and without doubt provides the best venue of any like event in the world.

Nurturing Talent and Creativity

MIFGS has established itself as the event for garden/floral designers to display their creative talents. As such the City via its hosting of MIFGS is seen as providing the backdrop for the creative design talent that we then send to overseas shows to compete and win medals at.

By nurturing that design talent the City of Melbourne best in show and gold medal winners have gone on to compete and win awards in the following international shows/markets and thus been recognised as having come from MIFGS:

- Chelsea Flower Show, UK
- Singapore Flower Show
- Japan International Flower and Garden Show
- Pacific Flora Expo, Japan
- Ellerslie Flower Show, New Zealand
- Philadelphia Flower Show, USA
- Alsmere Flower Show, Holland

Further to sending designers all round the world MIFGS has an important role in fostering young talent and providing a platform for professional development for over 12 training institutions and universities.

Each year students of horticulture, floristry, landscape design and fashion exhibit and compete at the show and many of the institutions use MIFGS as part of their core curriculum work.

MIFGS is great 'work experience' for all students taking part. It assists students with self-confidence and gives them an opportunity to show their skills to a broader audience. They gain a better understanding of teamwork and develop professional responsibility.

Most of all it's a celebration of young people and their talents.

MIFGS also leads by example in its student mentoring program. MIFGS as a leader in event management works with a number of colleges to accept students for work placements. In doing this we feel that the event is helping grow and nurture the next generation of event managers.

Positive Economic Impact

The goal of economic prosperity is not only a City of Melbourne goal but also one we have delivered to Tourism Victoria over many years for this event to remain as a Tourism Victoria Hallmark event.

The event generates positive economic benefits via the following:

Exhibitor Impact

MIFGS stimulates the local economy by hosting over one hundred and thirty small businesses as retail exhibitors at the Show. These exhibitors come from far and wide to retail their goods and services to the motivated audience at the



Show. Given that the majority of businesses are from outside of Melbourne many stay within the City during the event creating a direct spend in accommodation and restaurants in the Melbourne area.

Over twenty landscape design and construction companies and more than fifty floral designers and florists take part in the show each year which impacts heavily on the horticultural economy directly with each major floral display in the Royal Exhibition Building costing between \$8,000 and \$10,000 and each of the Gardens landscape displays averaging investments between \$30,000 and \$50,000. These displays and exhibitions alone generate approximately \$3 million into the economy along with greater employment, marketing and sponsorship opportunities to the industry.

The event also provides the marketing basis for many of the small landscape companies to write business for the coming year.

Event Expenditure

The event spends approximately \$2.5million each year to stage the event. This expenditure is spent within Melbourne and Victoria. The event employs in excess of five hundred staff per day to provide all the services and set up.

Branding Benefits

Not only has the event provided direct economic benefit to the City but because of its world status has delivered untold \$millions in branding benefits both nationally and internationally to the City.

A very small example of the branding benefits for the City is:

- National TV coverage in prime time for one hour each year
- International TV coverage with MIFGS TV specials in the following markets:
 - UK
 - Singapore
 - Japan
 - New Zealand
 - Hong Kong

Overall MIFGS drives a substantial amount of economic activity into the Victorian economy and the most recent economic impact study put the value of positive impact of the show at approximately \$9 million to the State, with a substantial proportion generated by interstate and overseas visitors.

Community/charity and special interest group participation at MIFGS

Charity and community groups are significant beneficiaries of MIFGS both from the dollars raised at the event and the branding received.

Grass roots support of the event is crucial. MIFGS is about inclusion and getting as many people as possible involved. Community groups are passionate about flowers and gardens and are passionate about this event. Many of these groups have long and proud histories and relish the opportunity to give a broader audience an insight into their skills through their MIFGS exhibits.



Importantly, these groups take a sense of ownership from participating in such an event. Community and special interest groups that participate in MIFGS each year include:

- *Royal Horticultural Society of Victoria affiliate clubs and individual members*
- *Victorian Schools' Gardens Awards*
- *Victorian Arts Societies*
- *Association of Sculptors of Victoria*
- *Bonsai Federation of Victoria*
- *Victorian Art Societies*
- *National Trust of Australia – Victoria*
- *Sustainable Gardening Australia*

For many of these groups MIFGS gives them a voice that they might not otherwise have. Organisations such as these are often made up of volunteers with incredibly limited resources and so MIFGS is the centrepiece to their yearly marketing, promotional and membership initiatives. Without the show they would not have the capacity to reach such a crowd in a concentrated manner.

Each year MIFGS works closely with charity organisations that wish to exhibit at the event to enable them to reach an audience that they might otherwise not have access to. Some of the organisations that have exhibited at MIFGS to build their profile and raise funds have included:-

- *Kids under Cover*
- *Royal Children's Hospital*
- *The Alannah and Madeline Foundation*
- *The Asthma Foundation*
- *CFA Firestar Rose – Black Friday Appeal*
- *Cystic Fibrosis*
- *Guide Dogs Victoria*
- *Beyond Blue*
- *World Vision*
- *The Jane McGrath Foundation*
- *Cancer Council of Victoria*

Environmental Messaging/Education

Exhibitors in general and in particular the NGIV use the event to educate Victorians about reducing energy consumption, reducing pollution and adapting to the impacts of climate change.

Key NGIV messaging at MIFGS in the past and being considered for the future include:

Cooling the Planet, One Backyard at a Time.

The home gardener is the collective custodian of by far the largest area of urban parkland in the state. Improving our gardens can have a powerful effect on reducing energy consumption, storing carbon and reducing pollution. Grass roots environmental messages provided by the association and its members, such as composting, recycling and sensible water practices, resonate with the public, producing excellent conservation outcomes.



Greenspace

By providing a strategic message/approach about planting and maintaining trees and green life this can help reduce energy use and the consequential carbon and other chemical emissions.

There is a national campaign called the '2020 Vision', which is a collaboration to make our urban areas 20% greener by 2020. As you know, plants and trees cool our cities and they reduce pollution. They get us out and about and make us healthier, happier and more productive. <http://2020vision.com.au/>

Climate Change

The importance of plants, trees, shrubs and lawns in curbing greenhouse gas emissions, reducing the impact of climate change, reducing soil-erosion from salinity issues and addressing the myriad of man-made environmental issues cannot be overstated.

MIFGS will continue to play an important role in relation to the environmental debate by providing information to the public in the areas of household water usage, recycling to the garden, dry climate planting, water harvesting, design trends for dry environments and many more areas of gardening and the environment.

Garden Protection

MIFGS works closely with the City of Melbourne to develop strategies & procedures to minimise the impact of the event in the Carlton gardens. The procedures are best practice and can be used to improve the practices of other City of Melbourne events held in parks and gardens in the City precinct.

Great care is taken to ensure the Carlton Gardens are not damaged during the staging of the Show and therefore strict control measures are implemented by Show organisers. These measures include:

- No penetration of the ground surface within 4.5m of the base of any tree. This is in compliance with City of Melbourne's Tree Protection Zone (TPZ). Where any marquee falls within a tpz, they will have weights to hold them down
- Protective surfaces are laid over grassed areas where heavy foot traffic is expected
- Installation of safety barriers to protect the corners of the gardens during installation and pack up
- Where any trees are located along pathways (either side of displays) and foot traffic may look to cut across the root system, MIFGS will protect the area in one of the following manners:
 - White chain or barriers to block the path
 - Protective flooring
- Closely monitored traffic management throughout the Carlton Gardens during bump in and bump out of the event.
 - staggered exhibitor set up days
 - no parking in the gardens
 - unloading/loading bay set up in the Southern Drive
 - one way traffic management system to effectively reduce traffic flow of all vehicles throughout the gardens
- rotation of landscape exhibitor sites



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MIFGS FUTURE

Below are selected goals we are looking to pursue over the years which we believe will not only help grow the significance of the event but also further deliver on the key goals and objectives of the City of Melbourne.

The following goals are to act as the catalyst to grow MIFGS to become the next best show in the world to the Chelsea Flower Show.

The full implementation of all goals does depend on funding be that from sponsors, increased ticketing and/or government support.

Grow the Brand

In moving forward we would like to enhance the number and quality of the garden and floral displays. Whilst we successfully attract designers from within Australia, we believe that we also need to target and attract International Designers to further brand the show.

Through attracting International designers to MIFGS, we can achieve a number of positive outcomes, particularly if linked to a proactive PR campaign. The outcomes of which will be to:

- Continue to enhance the profile of the event within the general industry
- Enhance the profile of the event within the designer community both nationally and internationally
- Gain coverage in not just the gardening magazines but broader lifestyle press

To further reinforce the above, selected journalist familiarizations could be arranged as well.

The above is all about increasing the brand awareness of MIFGS and by direct association Melbourne/Victoria and being linked to tourism and positive economic outcomes.

Over many years MIFGS has created marketing and promotional campaigns in a number of countries via key flower and garden shows in each market. These have included:

- Chelsea Flower Show, London
- Philadelphia Show, USA
- Aalsmere Show, Holland
- Singapore Show, Singapore
- Nagoya Show, Pacific Flora and Tokyo Flower Show, Japan
- Eilerslie Flower Show, New Zealand

Having established relationships with the above shows we believe we could take that relationship to the next level by creating targeted competitions that have the garden design winners from selected shows coming to Melbourne to design a display.

The targeting of shows would be linked with key territorial markets identified by Tourism Victoria.

Having established the process for the selection of a designer then the PR campaign can be linked to that designer and leverage through the relevant market's gardening forums.



To achieve the above objective would require funding be it from Government or sponsorship.

Build conference market

MIFGS provides a unique backdrop to act as the anchor event to build a conference and convention portfolio around.

The significance and uniqueness of such a strategy is to target conferences/conventions that have an environmental slant so that we can provide a direct link with the event.

The targeting of such business activity can also create a unique platform for the City of Melbourne to build its relationship with other local government bodies, State and Federal Governments as well as overseas environmental bodies.

In the pursuit of the above goal MIFGS would link back to the industry bodies who own the event. This is to ensure that any conference that may be targeted will in fact have a strong industry focus to ensure the success of holding such a conference from both a deliverable and attendees perspective.

Target international events that can be integrated within MIFGS

There is a major regional floral competition called the Asian Cup. It attracts floral designers from all countries in the region. As part of the future planning it would be desirable to make a bid to hold the cup during MIFGS in a chosen year.

To achieve the aim of attracting the Asian Cup the event organisation would work closely with the key industry bodies to:

- Establish the right year to bid for
- Work with Tourism to ensure we target selected countries to attract designers that will assist with the development and delivery of tourism packages
- Create a funding model to support the pursuit and implementation of the Cup

Yours sincerely

A handwritten signature in black ink that reads 'Glenn Fenton'.

Glenn Fenton
Chairman
Flower & Garden Show Limited

Attachment: Media Release – MIFGS Strengthens Overseas Alliance



Attachment 3
Agenda item 6.7
Future Melbourne Committee
16 August 2016

June 2016

Mr Ian Sumpter
City of Melbourne

Dear Ian

RE: Information for Melbourne International Flower and Garden Show (MIFGS) License

Further to our meeting regarding information re a new license for the Melbourne International Flower and Garden Show (MIFGS) please see below.

In regards to 2016, as per the City of Melbourne agreement MIFGS once again fulfilled all the necessary license conditions as it has for each of the last 21 years the show has been held in the Carlton Gardens. For example, the 2016 soil compaction report prepared by Dr Robert Van de Graaff and Associates again concluded, "There are no unfavourable impacts on the soil of the Carlton Gardens following the annual MIFGS".

It should also be noted that aside from any permits and planning that the event does with the City of Melbourne, the event also has to gain a permit from Heritage Victoria. In 2016 the event once again received the permit to operate and no further action was required post the event.

Over the life of the event MIFGS has never failed to receive a clean bill of health from either the City of Melbourne or Heritage Victoria which we feel is a fairly compelling endorsement of what the event delivers and the manner in which it is delivered.

MIFGS is regarded as one of the top flower and garden shows in the world, MIFGS ensures that the City of Melbourne and the state of Victoria is kept at the forefront of the international event market and enhances its reputation as not only a sporting event capital but an event capital of the world.

In summary, MIFGS fully intends continuing the work of promoting this event and the significance of the World Heritage listed Royal Exhibition Building and Carlton Gardens South with the City of Melbourne and Museum Victoria so that the City can continue to build and promote itself as a significant international event destination.

What better way for the City of Melbourne to show it truly is the event capital of Australia, providing a range of quality events, by hosting the only annual flower and garden show of significance to be held in a major capital city in Australia and the Asian region.



Nursery & Garden Industry
Victoria

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EVENT BACKGROUND

Event Ownership

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The income from MIFGS assists both organisations with employment, production, marketing, promotion and accreditation initiatives while also strengthening the sales and distribution of horticultural products and services.

Event Overview

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Over the 21 years of its existence MIFGS has become the best annual flower and garden show not only in Australia but also in the Southern Hemisphere. It is also one of the top five shows of its type in the world.

Its success continues to promote and enhance Melbourne and Victoria's reputation for horticulture both nationally and internationally.

MIFGS is designated by Tourism Victoria as a 'Hallmark Event' sharing this status with other world-class events such as the Australian Open Tennis Championship, the Melbourne Comedy Festival, Victorian Spring Racing Carnival and the Australian Formula One Grand Prix.

MIFGS drives a substantial amount of economic activity into the Victorian economy. The latest economic impact study put the value of positive impact of the show at approximately \$9 million to the State, with a substantial proportion generated by interstate and overseas visitors.

MIFGS annually conducts an extensive (media and television) advertising campaign to promote Melbourne and Victoria to enhance the reputation of our state.

The City of Melbourne and the State Government have supported MIFGS over its life in the Carlton Gardens and Royal Exhibition Building and we certainly look forward to that continued support in our application. In addition to the license agreement there is further support for the event in the following manner:

- The Carlton Gardens Master Plan, developed by the City in consultation with the community specifically references MIFGS under Section 3.4 Uses and Activities:
'The South Carlton Gardens and the Royal Exhibition Building has been the venue for the Melbourne International Flower and Garden Show since 1996. This event is compatible with the World Heritage listing of the Gardens and was recognized in the submission for the World Heritage listing as a modern day expression of the international exhibitions of the late nineteenth century'.



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- The State Government legislated in February 2008 to insert a new Part 4A into the Crown Land (Reserves) Act 1978 that provides for special event management of the Carlton Gardens. This allows the Governor in Council, on recommendation from the minister, to make a special event management declaration for the Government to be granted the powers to manage the Gardens if required.

Venue

MIFGS played an integral part in the World Heritage listing of the Royal Exhibition Building and Carlton Gardens as the only event that continues to utilise the entire venue to host an exhibition/event which reflected the original purpose it was built for as part of the World Expos of the 1880's.

World Heritage sites across the world are utilised for a myriad of events, tourism and commercial use in general. MIFGS falls within a compatible use of World Heritage sites that are in Australia and around the world.

The event's location in the Royal Exhibition Building and Carlton Gardens South plays a large part in the event's success and beauty. The combined venue allows all aspects of the horticultural and garden design industry to be brought together in the one amazing venue. This aspect truly sets MIFGS apart from all other flower and garden shows around the world by allowing us to have cut flower designs and garden designs in the one unique venue. You cannot find this style of show anywhere else in the world which further enhances the uniqueness of MIFGS. Combine this aspect with a venue that is in a major City centre close to amenities, accommodation and transport and you have the ultimate flower and garden show venue.

MIFGS plays an on-going role in promoting the fact that the venue and garden is a World Heritage listed area and has delivered nearly 2.2 million people to the venue promoting the attributes of the Royal Exhibition Building and Carlton Gardens South over the life of the show.

The City of Melbourne over the life of MIFGS has conducted two independent reports on the suitability of the current venue as well as reviewing other alternative venues and concluded in both reports that the current venue is the best suited venue for an event such as MIFGS.

We strongly believe that the use of the combined venue for a flower and garden show that delivers multiple community, social and economic benefits is a fitting use for such a venue and without doubt provides the best venue of any like event in the world.

Soil Compaction

Each year the City of Melbourne have requested a compaction report be commissioned and each year the report has concluded that the Show causes no damage to the health and well being of the trees and soil. This is a fact the Show organisers pride themselves on and goes to prove why the Show is highly regarded for setting the benchmark for good practices in implementing events in parks and gardens throughout the City of Melbourne.

Over many years as per the City of Melbourne request an independent expert has been engaged to conduct annual Soil Compaction Reports on the event.

Firstly it is important to note that Dr Van de Graaff reviewed the data from the reports over the period of 2003 to 2014 and concluded that the data showed that MIFGS has not caused any soil compaction over that 11 year period of testing.



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2003 – 2014 Soil compaction comparison report by Dr Robert Van de Graaff and Associates (refer attached report)

“The soil bulk density data presented in Table 1 and Figures 1 and 2 demonstrate that the overall the soil bulk density has remained pretty well unchanged since 2003 when soil monitoring commenced. This shows that the trafficking of machinery and the public caused by the MIFGS being held in the Carlton Gardens does not cause compaction and damage to the soil.

Secondly the Summary from the 2015 and 2016 events again concluded positively that:

The Soil Compaction reports prepared by Dr Robert Van de Graaff and Associates concluded, “There are no unfavourable impacts on the soil of the Carlton Gardens following the annual MIFGS”.

Such long term evidence cannot be refuted that the event causes no soil compaction.

Tree Condition Report - City of Melbourne

The City of Melbourne has conducted numerous Tree Condition Reports following MIFGS for a number of years now and all have concluded that MIFGS has no effect on the overall health of the tree’s in the gardens.

Heritage Victoria

It should be noted that aside from any permits and planning that the event does with the City of Melbourne the event also has to get a permit from Heritage Victoria.

Every year for the last 21 years year the event has not failed to gain a permit from Heritage Victoria nor failed to deliver on the license conditions.

Nurturing Talent and Creativity

MIFGS has established itself as the event for garden/floral designers to display their creative talents. As such the City via its hosting of MIFGS is seen as providing the backdrop for the creative design talent that we then send to overseas shows to compete and win medals at.

By nurturing that design talent the City of Melbourne best in show and gold medal winners have gone on to compete and win awards in the following international shows/markets and thus been recognised as having come from MIFGS:

- Chelsea Flower Show, UK
- Singapore Flower Show
- Japan International Flower and Garden Show
- Pacific Flora Expo, Japan
- Ellerslie Flower Show, New Zealand
- Philadelphia Flower Show, USA
- Alsmere Flower Show, Holland

Further to sending designers all round the world MIFGS has an important role in fostering young talent and providing a platform for professional development for over 12 training institutions and universities.





Each year students of horticulture, floristry, landscape design and fashion exhibit and compete at the show and many of the institutions use MIFGS as part of their core curriculum work.

MIFGS is great 'work experience' for all students taking part. It assists students with self-confidence and gives them an opportunity to show their skills to a broader audience. They gain a better understanding of teamwork and develop professional responsibility.

Most of all it's a celebration of young people and their talents.

MIFGS also leads by example in its student mentoring program. MIFGS as a leader in event management works with a number of colleges to accept students for work placements. In doing this we feel that the event is helping grow and nurture the next generation of event managers.

Positive Economic Impact

The goal of economic prosperity is not only a City of Melbourne goal but also one we have delivered to Tourism Victoria over many years for this event to remain as a Tourism Victoria Hallmark event.

Since 1996 the show has brought close to 2.2 million visitors to the City of Melbourne, with each new year welcoming over 100,000 visitors. Surveys over the years have shown that of the crowd that attends each year approximately 2% come from overseas and approximately 10% come from interstate. This generates a phenomenal direct economic and tourism impact for Melbourne and Victoria as a whole.

The event generates positive economic benefits via the following:

Exhibitor Impact

MIFGS stimulates the local economy by hosting over one hundred and thirty small businesses as retail exhibitors at the Show. These exhibitors come from far and wide to retail their goods and services to the motivated audience at the Show. Given that the majority of businesses are from outside of Melbourne many stay within the City during the event creating a direct spend in accommodation and restaurants in the Melbourne area.

Over twenty landscape design and construction companies and more than fifty floral designers and florists take part in the show each year which impacts heavily on the horticultural economy directly with each major floral display in the Royal Exhibition Building costing between \$8,000 and \$10,000 and each of the Gardens landscape displays averaging investments between \$30,000 and \$50,000. These displays and exhibitions alone generate approximately \$3 million into the economy along with greater employment, marketing and sponsorship opportunities to the industry.

The event also provides the marketing basis for many of the small landscape companies to write business for the coming year.

Event Expenditure

The event spends approximately \$2.5million each year to stage the event. This expenditure is spent within Melbourne and Victoria. The event employs in excess of five hundred staff per day to provide all the necessary services and set up.



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Branding Benefits

Not only has the event provided direct economic benefit to the City but because of its world status has delivered untold \$millions in branding benefits both nationally and internationally to the City.

A very small example of the branding benefits for the City is:

- National TV coverage in prime time for one hour each year
- International TV coverage with MIFGS TV specials in the following markets:
 - o UK
 - o Singapore
 - o Japan
 - o New Zealand
 - o Hong Kong

Overall MIFGS drives a substantial amount of economic activity into the Victorian economy and the most recent economic impact study put the value of positive impact of the show at approximately \$9 million to the State, with a substantial proportion generated by interstate and overseas visitors.

Community/charity and special interest group participation at MIFGS

Charity and community groups are significant beneficiaries of MIFGS both from the dollars raised at the event and the branding received.

Grass roots support of the event is crucial. MIFGS is about inclusion and getting as many people as possible involved. Community groups are passionate about flowers and gardens and are passionate about this event. Many of these groups have long and proud histories and relish the opportunity to give a broader audience an insight into their skills through their MIFGS exhibits.

Importantly, these groups take a sense of ownership from participating in such an event. Community and special interest groups that participate in MIFGS each year include:

- *Royal Horticultural Society of Victoria affiliate clubs and individual members*
- *Victorian Schools' Gardens Awards*
- *Victorian Arts Societies*
- *Association of Sculptors of Victoria*
- *Bonsai Federation of Victoria*
- *Victorian Art Societies*
- *National Trust of Australia – Victoria*
- *Sustainable Gardening Australia*

For many of these groups MIFGS gives them a voice that they might not otherwise have. Organisations such as these are often made up of volunteers with incredibly limited resources and so MIFGS is the centrepiece to their yearly marketing, promotional and membership initiatives. Without the show they would not have the capacity to reach such a crowd in a concentrated manner.





Each year MIFGS works closely with charity organisations that wish to exhibit at the event to enable them to reach an audience that they might otherwise not have access to. Some of the organisations that have exhibited at MIFGS to build their profile and raise funds have included:-

- *Kids under Cover*
- *Royal Children's Hospital*
- *The Alannah and Madeline Foundation*
- *The Asthma Foundation*
- *CFA Firestar Rose – Black Friday Appeal*
- *Cystic Fibrosis*
- *Guide Dogs Victoria*
- *Beyond Blue*
- *World Vision*
- *The Jane McGrath Foundation*
- *Cancer Council of Victoria*

Environmental Messaging/Education

Exhibitors in general and in particular the NGIV use the event to educate Victorians about reducing energy consumption, reducing pollution and adapting to the impacts of climate change.

Key NGIV messaging at MIFGS in the past and being considered for the future include:

- **Cooling the Planet, One Backyard at a Time.**

The home gardener is the collective custodian of by far the largest area of urban parkland in the state.

Improving our gardens can have a powerful effect on reducing energy consumption, storing carbon and reducing pollution. Grass roots environmental messages provided by the association and its members, such as composting, recycling and sensible water practices, resonate with the public, producing excellent conservation outcomes.

- **Greenspace**

By providing a strategic message/approach about planting and maintaining trees and green life this can help reduce energy use and the consequential carbon and other chemical emissions.

There is a national campaign called the '2020 Vision', which is a collaboration to make our urban areas 20% greener by 2020. As you know, plants and trees cool our cities and they reduce pollution. They get us out and about and make us healthier, happier and more productive. <http://2020vision.com.au/>

- **Climate Change**

The importance of plants, trees, shrubs and lawns in curbing greenhouse gas emissions, reducing the impact of climate change, reducing soil-erosion from salinity issues and addressing the myriad of man-made environmental issues cannot be overstated.

MIFGS will continue to play an important role in relation to the environmental debate by providing information to the public in the areas of household water usage, recycling to the garden, dry climate planting, water harvesting, design trends for dry environments and many more areas of gardening and the environment.



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Garden Protection

MIFGS works closely with the City of Melbourne to develop strategies & procedures to minimise the impact of the event in the Carlton gardens. The procedures are best practice and have been used to improve the practices of other City of Melbourne events held in parks and gardens in the City precinct.

Great care is taken to ensure the Carlton Gardens are looked after during the staging of the Show and therefore strict control measures are implemented by Show organisers. These measures include:

- No penetration of the ground surface within 4.5m of the base of any tree. This is in compliance with City of Melbourne's Tree Protection Zone (TPZ). Where any marquee falls within a TPZ they will have weights to hold them down
- Protective surfaces are laid over grassed areas where heavy foot traffic is expected
- Installation of safety barriers to protect the corners of the gardens during installation and pack up
- Where any trees are located along pathways (either side of displays) and foot traffic may look to cut across the root system, MIFGS will protect the area in one of the following manners:
 - White chain or barriers to block the path
 - Protective flooring
- Closely monitored traffic management throughout the Carlton Gardens during bump in and bump out of the event.
 - staggered exhibitor set up days
 - no parking in the gardens
 - unloading/loading bay set up in the Southern Drive
 - one way traffic management system to effectively reduce traffic flow of all vehicles throughout the gardens
- rotation of landscape exhibitor sites

MIFGS FUTURE

Below are selected goals we are looking to pursue over the years which we believe will not only help grow the significance of the event but also further deliver on the key goals and objectives of the City of Melbourne.

The following goals are to act as the catalyst to grow MIFGS to become the next best show in the world to the Chelsea Flower Show.

The full implementation of all goals does depend on funding be that from sponsors, increased ticketing and/or government support.

Grow the Brand

In moving forward we would like to enhance the number and quality of the garden and floral displays. Whilst we successfully attract designers from within Australia, we believe that we also need to target and attract International Designers to further brand the show.

Through attracting International designers to MIFGS, we can achieve a number of positive outcomes, particularly if linked to a proactive PR campaign. The outcomes of which will be to:

- Continue to enhance the profile of the event within the general industry



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- Enhance the profile of the event within the designer community both nationally and internationally
- Gain coverage in not just the gardening magazines but broader lifestyle press

To further reinforce the above, selected journalist familiarizations could be arranged as well.

The above is all about increasing the brand awareness of MIFGS and by direct association Melbourne/Victoria and being linked to tourism and positive economic outcomes.

Over many years MIFGS has created marketing and promotional campaigns in a number of countries via key flower and garden shows in each market. These have included:

- Chelsea Flower Show, London
- Philadelphia Show, USA
- Aalsmere Show, Holland
- Singapore Show, Singapore
- Nagoya Show, Pacific Flora and Tokyo Flower Show, Japan
- Ellerslie Flower Show, New Zealand

Having established relationships with the above shows we believe we could take that relationship to the next level by creating targeted competitions that have the garden design winners from selected shows coming to Melbourne to design a display.

The targeting of shows would be linked with key territorial markets identified by Tourism Victoria.

Having established the process for the selection of a designer then the PR campaign can be linked to that designer and leverage through the relevant market's gardening forums.

To achieve the above objective would require funding be it from Government or sponsorship.

Build conference market

MIFGS provides a unique backdrop to act as the anchor event to build a conference and convention portfolio around.

The significance and uniqueness of such a strategy is to target conferences/conventions that have an environmental slant so that we can provide a direct link with the event.

The targeting of such business activity can also create a unique platform for the City of Melbourne to build its relationship with other local government bodies, State and Federal Governments as well as overseas environmental bodies.

In the pursuit of the above goal MIFGS would link back to the industry bodies who own the event. This is to ensure that any conference that may be targeted will in fact have a strong industry focus to ensure the success of holding such a conference from both a deliverable and attendees perspective.





Target international events that can be integrated within MIFGS

There is a major regional floral competition called the Asian Cup. It attracts floral designers from all countries in the region. As part of the future planning it would be desirable to make a bid to hold the cup during MIFGS in a chosen year.

To achieve the aim of attracting the Asian Cup the event organisation would work closely with the key industry bodies to:

- Establish the right year to bid for
- Work with Tourism to ensure we target selected countries to attract designers that will assist with the development and delivery of tourism packages
- Create a funding model to support the pursuit and implementation of the Cup

MIFGS has already been working on creating a new alliance with a potential new show in China as well as providing further opportunities for the designers to visit China on Study Tours. Please refer to the attached Media Release – MIFGS Strengthens Overseas Alliance.

Summary

MIFGS fully intends continuing the work of promoting this event and the significance of the World Heritage listed Royal Exhibition Building and Carlton Gardens South with the City of Melbourne and Museum Victoria so that the City can continue to build and promote itself as a significant international event destination.

What better way for the City of Melbourne to show it truly is a City for the People that provide a range of quality events than by hosting the only annual flower and garden show of significance to be held in a major capital city in Australia and the Asian region.

Yours sincerely

A handwritten signature in black ink that reads "Glenn Fenton".

Glenn Fenton
Chairman
Flower & Garden Show Limited



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Victoria

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Proposed Annual Fee MIFGS 2018 – 2023

Item Description	Annual amount set for 2017	Proposed Annual amount 2018 – 2023	Rationale for change
<p>License Fee</p> <p><i>Annual fee to the Licensee for the Licence Period to occupy the venue. (Carlton Gardens)</i></p>	\$130,000	\$145,000 plus CPI	<p>The existing license fee (\$130,000) was set prior to the establishment of the current event permit fee structure.</p> <p>Using the current fee structure based on information from the 2016 event, a licence fee of almost \$180,000 would apply. This is made up of approximately \$173,250.00 for hire of lawns and \$6,750.00 for the 'authority to sell'.</p> <p>Given the unique financial elements of this licence (bond and public projects contribution) that are not a requirement for other event permits, and taking into account the 2017 license fee, management recommends that the proposed fee be set at \$145,000.</p>
<p>Bond</p> <p><i>If the Licensee fails to make payment of the License Fee, becomes insolvent, or commits any breach which is capable of being remedied.</i></p>	\$30,000	\$250,000.00	<p>The previous bond amount was established prior to Council's Tree Retention and Removal Policy (2012), which requires that <i>'where construction activities have the potential to impact public trees, a bond for the protection of the tree will be held by Council'</i>.</p> <p>Whilst the event is not deemed to be a 'construction activity', given the scale of the event and the value and importance of the trees it is recommended that the same approach outlined in this policy be applied and incorporated into the bond amount. This is in line with advice received by Council's Urban Sustainability Branch. The amount (\$250,000) is determined by the combined amenity and ecological value of the tree. This figure is based on typical value of one large, mature and long-lived tree in parkland within the City Of Melbourne using an established formula.</p>
<p>Public Projects Contribution</p> <p><i>Contribution towards public parks works in accordance with priorities contained in the Carlton Gardens Master Plan</i></p>	\$30,810.00	\$35,000.00 plus CPI	<p>This amount has been updated to remain consistent with previous contributions and appropriate increments.</p>

**MEMORANDUM**

Date Friday, 6 May 2016
To Mark Callow
Copy Martin Cutter, Geoff Lawler, Linda Purves, Michelle Murphy, Ian Sumpter, Glenn MacColl, Cathy Kiss, Angela Hill
From Sam Russell
Subject Melbourne International Flower and Garden Show 2016 Event Compliance Monitoring and Reinstatement Summary

For the 2016 Melbourne International Flower and Garden Show (MIFGS) Carlton Gardens South was presented in excellent condition, the turf quality was variable with most areas being assessed as good. There were some small areas of ground that required maintenance and it was agreed that following the event the City of Melbourne would arrange to returf these areas. The City of Melbourne had also scheduled additional works in the gardens to improve general turf condition to areas not affected by the event, these works were undertaken at the same time as the post event reinstatement.

The event comprised 34 landscape displays and 94 retail installations within the gardens. One display was constructed on the base of the Carlton Gardens Bottom Lake. Structural engineering certification was provided by the landscaper prior to the installation of the display. Overall the displays at this year's event were less invasive than previous years.

The event organiser IMG engaged the services of Van de Graaff and Associates to undertake a field assessment of the Carlton Gardens to assess the current level of soil compaction and the potential impact on vegetation caused by holding the 2016 MIFGS event (event was held from Wednesday 16 March to Sunday 20 March). Fieldwork was carried out by Van de Graaff on 15 February and 20 March to assess the pre and post event conditions.

The parameters measured were:

- Bulk density
- Soil moisture levels
- Penetrometer resistance
- Depth of penetrometer entry into the soil before recording a resistance greater than 2000 kPa

The report concluded that there were no unfavourable impacts on the soil within Carlton Gardens following the 2016 MIFGS event (Report available at DM# 9839748).

CoM tree maintenance service provider representative Michael Fitzmaurice (Tree Health Officer, Citywide Service Solutions), undertook a pre and post event Visual Tree Assessment (VTA) to assess any defects, hazardous branches, pruning requirements and tree root health. Assessments were carried out on 6 February and on 6 May to cover the pre-event and post-event conditions. The assessment determined that the staging of the 2016 MIFGS event has not appeared to cause any damage to the health of the trees (Report available at DM# 9839979).

At the post event site inspection, attended by representatives from IMG, Serco and the City of Melbourne it was agreed that IMG would be responsible for the replacement of 2141m² of turf. It was also agreed that the City of Melbourne would engage Serco to install a further 942 m² of turf to areas which required work prior to the event. Therefore 3083m² of turf was laid following the event. In 2015

approximately 4730m² of turf was used. The sod laid was kikuyu over sown with rye grass as per previous years. Aeration, turf installation, seeding and fertilising commenced on 29 March and was completed on Friday 1 April. The seed variety used was rye grass 95% ("Essence") kikuyu grass 5%, which was also used to over sow the sod. The lawns were also fertilised at the time of seeding. The cost to IMG for park reinstatement works was \$54,527.11 excluding GST. The cost to CoM for supply and laying 942m² turf was \$19,590.95 excluding GST. The works have been successful and further minor levelling and over sowing will be undertaken as required as part of normal maintenance activities. A further inspection will be undertaken in September 2016 to review the quality of the lawns.

IMG was also invoiced for a sum of \$5,400.00 excluding GST for the removal and reinstatement of park furniture to facilitate the event.

The number of non-compliances identified during the event period was 10; 4 minor, 5 medium & 1 major breach. This is the same number of breaches as the 2015 event. DM# 9797302 outlines the location and nature of problems, along with the immediate required action and future recommendations.

Overall the 2016 MIFGS event was a well-run event. There was a significant decrease in the damage to turf, the reason for this could be attributed to proactive site management, the milder weather, which included rain during the event period and changes to the event footprint.

Please feel free to give me a call on Ext 8442 to discuss as necessary.



Sam Russell

Acting Team Leader Park Services
Parks and Waterways
City Operations

Telephone 9658 8442

E-mail samrus@melbourne.vic.gov.au

CoM Reference DM# 9838792

Non Compliance No.	Date	Nature of Problem	Location / Description	Immediate Action	Grading of Infraction	For Future Action
1	07/03/2016	Small broken Elm spp. branch from vehicle movement	A64 Retail Mowers	Removed, vehicle not identified, reported to IMG	B	Warning signs in retail avenues for low branches.
2	08/03/2016	Service tent at rear too close to canopy causing large pressure on branch	opp. B46 Retail Husqvarna Tent	Tried to reposition but did not work	B	Review retail exhibitors meeting to include this issue for next year.
3	09/03/2016	Small broken Melia spp. branch from vehicle movement	Melia spp. West Avenue	Removed, vehicle not identified, reported to IMG	B	Reminder for landscaper exhibitors meeting to include this issue for next year.
4	10/03/2016	Small broken Ficus spp. branch from vehicle movement	A55 Retail	Removed, vehicle not identified, reported to IMG	B	Warning signs in retail avenues for low branches.
5	11/03/2016	Mulch dumped against tree trunk asked to remove	B44 Landscape	Asked to remove and complied	C	Reminder for landscaper exhibitors meeting to include this issue for next year.
6	15/03/2016	Small pegs inside TPZ Baked Potato Works (2nd Year)	B29 Retail	Asked to remove and complied	C	Review retail exhibitors meeting to include this issue for next year.
7	15/03/2016	Statue pegged into ground inside TPZ Ascot Vale Garden Centre	A57 Retail	Asked to remove and complied	C	Review retail exhibitors meeting to include this issue for next year.
8	15/03/2016	Forklift has hit low Ficus spp. Branch with warning sign Tree & Shrub Growers	B4 Landscape	Reported to IMG	A	Review forklift operation for next year.
9	15/03/2016	Two garden stakes to hold up Lattice inside TPZ Country Farm Perennials	A52 Retail	Asked to remove and complied	C	Review retail exhibitors meeting to include this issue for next year.
10	15/03/2016	Broken branch next to Lephostemon spp. from vehicle movement?	B Catering	Removed, vehicle not identified, reported to IMG	B	Warning signs in retail avenues for low branches.
		TOTAL	6 Retail, 1 Catering, 1 Storage & 2 L'scape	TOTAL	4 minor, 5 medium & 1 major breach	



Tree Condition Report - Carlton Gardens South

Pre – Post Melbourne International
Flower & Garden Show
March – April 2016



Prepared for:

Ian Fisher, Parks Services Manager, City of Melbourne

Prepared By:

Michael Fitzmaurice, Tree Health Officer, Citywide Service Solutions

Tree Condition Report- Carlton Gardens South

Introduction

Carlton Gardens South is located between the historic Royal Exhibition Building and Victoria Parade and is bordered to the east by Nicholson St and Rathdowne St to its west, in Carlton. It is a historically significant public garden famous for its large tree lined avenues and scattered plantings of significant trees throughout. The gardens are owned and managed by City of Melbourne.

The gardens play host to many events both private and public each year, with one of the largest being the Melbourne International Flower and Gardens Show (MIFGS). This event has been held annually within Carlton Gardens South since 1995 and showcases stunning floral and garden design ideas over its 5 days and attracts thousands of visitors each year

The 2016 MIFGS was held between 16th March 2016 and 20th March 2016 and involved a site set up time of 3 weeks prior and site pack up 1 week after the event. The event is held in and around the significant trees and lawn areas and attracts major pedestrian and vehicular traffic over its duration.

For this reason, the trees are inspected prior to the event to ensure they are in a safe condition and do not pose any immediate threats to the safety of event patrons and organisers and also to ensure they have no major health or structural problems that may be affected by the event.

There is also a post - event tree evaluation conducted focusing on any possible impacts caused by the staging of the event that may have a negative effect on the health of the trees now and into the future. Any recommendations from the evaluations are to be tabled to the owner of the trees, City of Melbourne.

Report Brief

This report has been commissioned by the City of Melbourne who have asked that the following be provided:

- Provide feedback regarding the condition of trees within the gardens Pre and Post MIFGS
- Assess and provide information relating to irrigation on site
- Assess and provide rainfall data relating to tree health
- Provide feedback regarding tree requirements within the reserve

Authors details

Michael Fitzmaurice

Tree Health Officer

Citywide Open Space

City Of Melbourne Trees contract

Mob: 0408 414 041

Inspection

The gardens were inspected prior to the event on 15th February, 2016 and post the event on 6th May 2016.

All trees within Carlton Gardens South were inspected utilising Visual Tree Assessment methodology (VTA) which involves inspecting the tree in 3 parts, crown, stem and roots. A crown and stem inspection involves an examination from the ground, utilising binoculars where required, of the canopy branches and trunk of the tree for any possible structural defects or hazards that need to be removed prior to or after the event. The root examination is focused on identifying any root damage or compaction issues that may have been inadvertently caused by the patrons and exhibitors at the event.

Any defects, hazardous branches or pruning requirements were logged onto Citywide's own internal Tree Management software program, TRAX©. TRAX contains all historical data of each tree including past health assessments and pruning works conducted on each tree and is used to manage the trees on behalf of City of Melbourne. Yearly tree health inspection reports have been conducted within the reserve since 2004, though only recorded on TRAX since 2007.

There have been 6 previous tree assessments conducted for the MIFGS events by both Citywide Service Solutions and Callow landscape Horticulture Pty Ltd. As with this report, information was provided relating to tree health, Soil moisture ratings over summer and available annual rainfall, pre and & post the event.

Observations

Pre – MIFGS inspection

All the trees in Carlton Gardens South had been previously audited in February 2016 as part of annual cyclic tree maintenance under Citywide's Tree Management Contract Agreement with City of Melbourne. This audit resulted in tree works being undertaken throughout February and March 2016 to ensure any the risk to the public from the trees was minimised with any hazards present within the tree pruned out or removed entirely and any defects recorded and assessed. All pruning was undertaken according to Australian Standards AS4373 – 2009.

Given that these works took place throughout February and March 2016, the tree assessment Pre-MIFGS on the 15th March, did not highlight any additional works required or any tree health issues of concern that had not already been completed or addressed.

It was also noted that the turf and lawn areas were also in excellent condition in the gardens before the event with adequate soil moisture present in the soil profile due to correctly functioning irrigation system.

Post MIFGS Inspection

A post – event inspection occurred on 6th May and found that all trees within the reserve had not deteriorated from their pre MIFGS health check nor were there any hazards identified within the trees. The main concern was to do with the state of the lawns and turf areas which had suffered some damage in certain areas where marques had been positioned. The photos below show the turf areas of concern.

These lawn areas seem to be slowly regenerating and moisture is present, from parks irrigation.



Conclusions

Overall, the staging of the MIFGS event has not appeared to cause any damage to the health of the trees. The soil moisture levels have been increased since the event via the park irrigation system and some early rainfall in late April and early May and this should help repair the damage to the turf areas caused by marques.

SOIL COMPACTION ASSESSMENT
of
CARLTON GARDENS
Before & After
THE 2016 MELBOURNE INTERNATIONAL
FLOWER AND GARDEN SHOW

Commissioned by

IMG Events and Federations, Asia Pacific

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by

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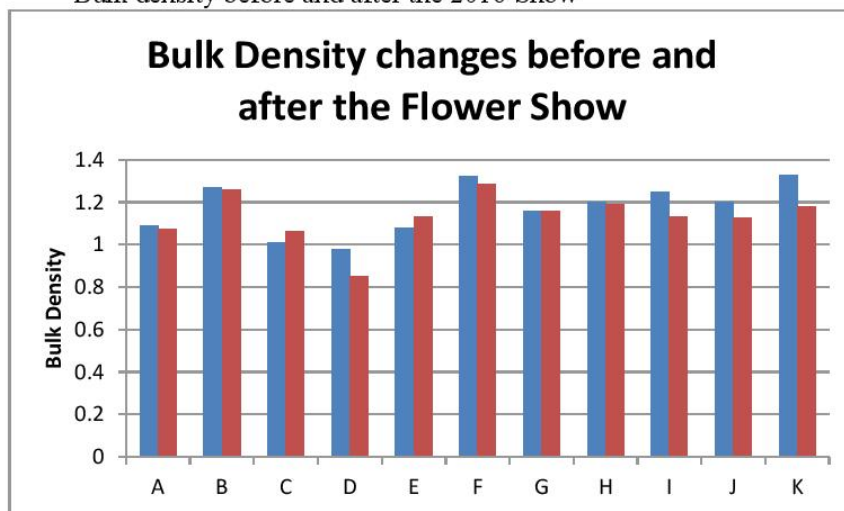
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Executive Summary

In order to answer the question “Does the annual holding of the International Melbourne Flower and Garden Show at the Carlton Gardens cause soil compaction and related deterioration of growing conditions for the lawn, shrubs and trees?” van de Graaff & Associates have conducted systematic *in situ* soil sampling tests of soil bulk density. Bulk density is a measure of soil compaction. The testing compares the condition of the soil just before the major trafficking on the Gardens’ lawns occurs, which is the result of the organisers and exhibitors creating their stands, and the condition just after the exhibitors and organisers have removed the bulk of their structures and stands, which also results in major trafficking. The laboratory measurements of soil bulk density are carried out in the laboratory of Melbourne University’s School of Agriculture and Food Systems at the Burnley Campus by an experienced and qualified person. The University is paid a fee for the use of its facilities.

High bulk density would reduce or even prevent roots from penetrating the soil body in search of water and nutrients. Figure 1 represents the final average results of these measurements.

Figure 1 Bulk density before and after the 2016 Show



From year to year these changes vary slightly up and down but over the long term they do not amount to systematic unfavourable trends as is seen in Figure 3. In the 2016 Flower Show period the average bulk density has actually diminished slightly (see Table 1)

Table 1 represents the Pre- and Post Show data for the last four years in 2013. Fundamentally, the soil conditions at the Carlton Gardens remain constant because the Flower Show is being held when the soils are dry and have a high bearing capacity.

Conclusion: There are no unfavourable impacts on the soil of the Carlton Gardens following the annual MIFGS.

Table 1 Pre- and Post- Show Bulk Densities since 2013

Site	2013 Pre Show	2013 Post Show	2013 Change (Pre v Post Show)	2014 Pre Show	2014 Post show	2014 Change (Pre v Post Show)	2015 Pre Show	2015 Post show	2015 Change (Pre v Post Show)	2016 Pre Show	2016 Post Show	2016 Change (Pre v Post Show)
	g/cm ³	g/cm ³	g/cm ³	g/cm ³	g/cm ³	g/cm ³	g/cm ³	g/cm ³	g/cm ³	g/cm ³	g/cm ³	g/cm ³
A	1.10	n.a.	n.a.	1.14	0.97	-0.16	1.13	1.26	0.13	1.09	1.07	-0.02
B	1.20	1.15	-0.06	1.16	1.28	0.12	1.16	1.17	0.01	1.27	1.26	-0.01
C	1.09	1.04	-0.05	1.20	1.21	0.01	1.15	1.20	0.05	1.01	1.06	0.05
D	0.91	1.01	0.10	1.00	0.97	-0.03	0.94	1.05	0.11	0.98	0.85	-0.13
E	1.15	1.06	-0.08	1.12	1.11	-0.01	1.06	1.09	0.03	1.08	1.13	0.05
F	1.08	1.23	0.15	1.22	1.26	0.04	1.32	1.31	-0.01	1.32	1.29	-0.03
G	1.26	1.13	-0.13	1.33	1.29	-0.04	1.04	1.15	0.11	1.16	1.16	0.00
H	1.25	1.40	0.15	1.29	1.27	-0.02	1.08	1.20	0.12	1.20	1.19	-0.01
I	1.21	1.23	0.02	1.13	1.16	0.03	1.09	1.20	0.11	1.25	1.13	-0.12
J	1.27	1.16	-0.11	1.25	1.24	-0.01	1.02	1.11	0.08	1.20	1.13	-0.07
K	1.44	1.22	-0.22	0.80	1.20	0.40	1.18	1.27	0.09	1.33	1.18	-0.15
Ave.	1.18	1.16		1.15	1.18		1.11	1.18		1.17	1.13	

1. Introduction

At the request of Steward Cameron, Event Operations Manager, Events & Federations, IMG Australia, an assessment of the soil compaction status of the soils in the Carlton Gardens before and after the holding of the Melbourne International Flower & Garden Show (MIFGS) was carried out. The assessment is necessary to determine whether the intense trafficking of visitors and vehicles on the lawns of the Gardens may result in damaging the soil by compaction. Damage to the soil may be damaging to the lawn and trees growing in the Carlton Gardens.

The Melbourne International Flower and Garden Show (MIFGS) was held over five days from the 16th March – 20th March, 2016. Fieldwork was carried out on February 15th and March 20th, respectively to cover the pre-event and post-event conditions. Field work days were scheduled to characterise soil compaction before the works associated with the Bump In were commenced and after most of the works associated with the Bump Out were done. In this manner any compaction caused by the Bump In and Bump Out trafficking are included in the impact on the soil. It is noted that during the early part of the Bump In most activity appears to be “light impact” in terms of effect on the soil because they mainly relate to marking out sites and fencing the Gardens (see Appendix 6).

Eleven sites were monitored as shown in Figure 3 and at each site three measurements were carried out in order to determine an average for that site. The sites are selected to represent mainly intensive use by stallholders and catering areas.

The soil parameters measured were:

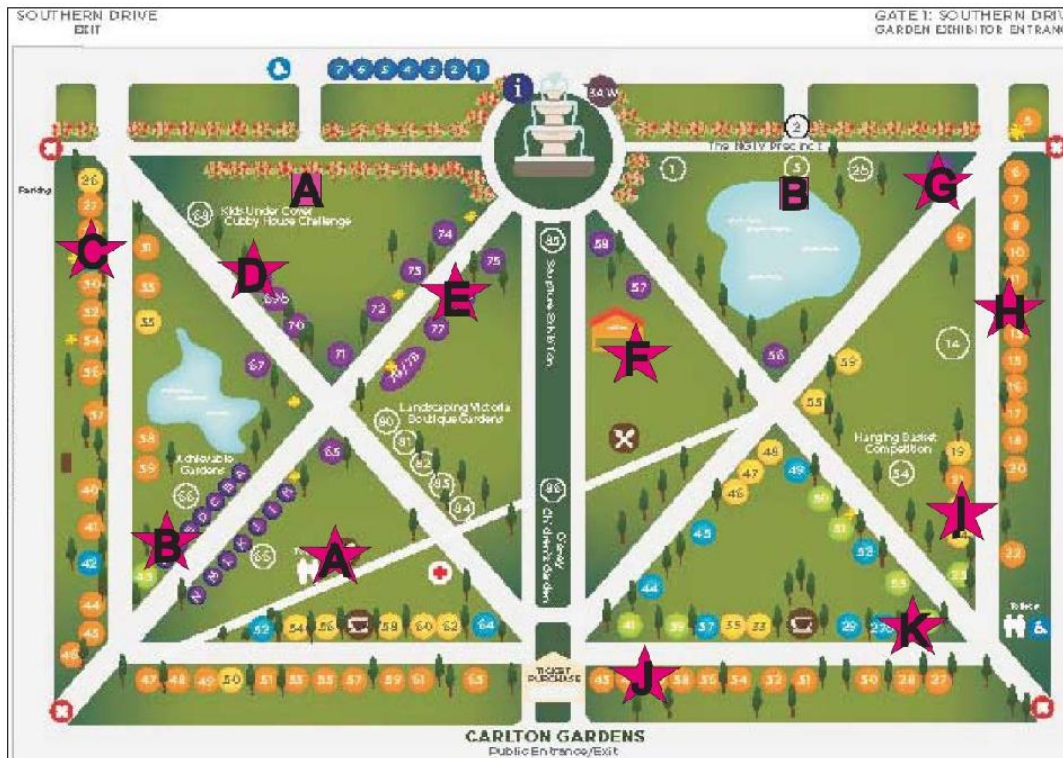
- Bulk density
- Soil moisture levels
- Penetrometer resistance; and
- Depth of penetrometer entry into the soil before recording a resistance greater than 2000 kPa.

To assess whether soil compaction has occurred during the MIFGS, soil density sampling and other in-field measurements were carried out on the 15th of February and the 20th of March 2016 to characterise the Pre-Event and Post-Event soil conditions.

Monitoring of soil compaction in Carlton Gardens has been undertaken since 2003. The monitoring points used in 2016 are identical to those used in 2014 and 2015 and almost identical to those used in earlier years but not identical exactly in each site. Within a site there will be differences of a few metres compared to previous years and also within the one year because of the impossibility to insert permanent markers into the ground. Nevertheless, the sites will be representative of the general portions of the Gardens. In 2016 also, the sites were chosen in consultation with IMG to cover the areas most subjected to intense foot traffic.

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Figure 3. Event Map with the location of the 11 sampling sites shown as red circles with site letter indicators. The sampling sites are numbered A to K. Their positions have been by GPS in previous years.



Van de Graaff & Associates were commissioned by Stewart Cameron of IMG Australia to assess whether the Melbourne International Flower and Garden Show (MIFGS), held in Carlton Gardens, will cause compaction of the soil which may cause further deleterious effects on the trees and other vegetation. These investigations have been commissioned in response to the ongoing concerns raised by local residents that intensive pedestrian and vehicular trafficking during the event may have a detrimental effect on the soil and vegetation through compaction.

All bulk density measurements are carried out in the Soils Laboratory of the University of Melbourne, Burnley Campus, by a competent person who specialises in soil science. Van de Graaff & Associates P/L pay the University a fee for the use of the laboratory.

2.0 Method of soil compaction assessment

The soil investigation, both Pre- and Post-Event, included four components:

1. The collection of soil samples for soil bulk density analysis in a laboratory
2. *In situ* soil penetrometer testing
3. Assessment of turf condition and
4. Soil moisture status at the time of sampling

All four components were completed at 11 sites across the turf areas of Carlton Gardens, labelled A to K. Previously every site was marked on an aerial photograph and GPS coordinates (GDA 84) recorded to ensure the same site was sampled Pre- and Post-Event as much as possible. A GPS was employed in previous years to determine the northings and eastings of the sampling locations.

Three undisturbed soil samples were collected per site for bulk density analysis. In addition, 20 penetrometer depth measurements at 2000 kPa (300 PSI) were recorded per site.

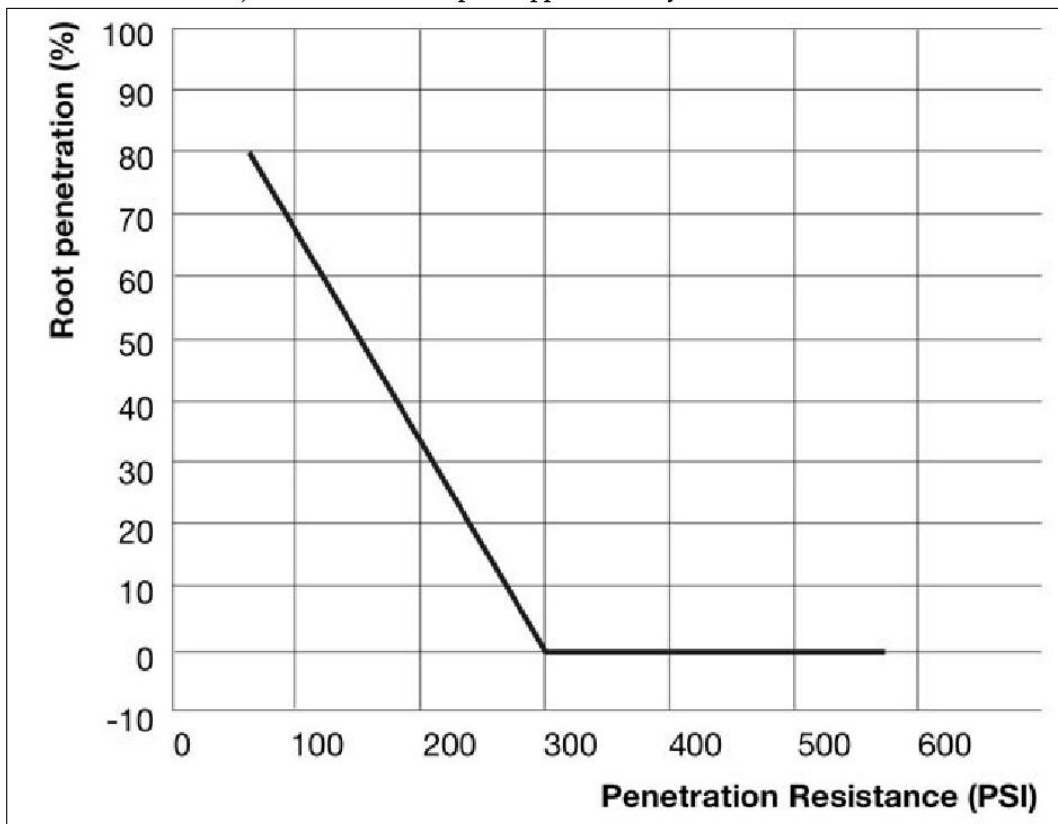
The bulk density of an oven-dried, undisturbed, soil sample serves as a reference datum for the density of a soil. Soil bulk density is defined as the mass of a unit volume of soil, and hence is affected by the relative proportion of pore volume to the volume occupied by the solid particles. With the exception of very sandy soils, all soils can increase in volume when moist or wet due to swelling of the clay fraction. Soil volume likewise can decrease by shrinkage of the clay fraction and the capillary suction of remaining water as the soil dries out. Therefore soil moisture content at the time of sampling was also determined. Drying of soil causes the soil particles to be drawn together, rendering it more dense. The capillary force responsible for this can be very strong when the soil moisture levels drop to very low values.

A hand-held penetrometer was used to record the resistance to penetration. The tip of this instrument measures resistance (in kilopascal, kPa) as it is being pushed down into the soil. Moist to wet soils can be deformed more easily by external pressure, thus a moist soil offers less resistance to the penetrometer.

The penetrometer resistance was not measured beyond 2000 kPa, a value that corresponds with the maximum pressure a plant root is able to exert on the soil as it penetrates the soil (See Figure 4). Dry soils that are not dense will still yield a high penetrometer resistance; similarly, dry soil limits root extension. Thus, the depth at which the penetrometer recorded resistances of more than 2000 kPa, at which point the penetrometer was not pushed deeper, coincides with the depth of wet or moist topsoil over hard dry subsoil at the time of measurement. When the subsoils are dry the penetrometer data in excess of 2000 kPa are of little use in identifying restrictive dense layers.

Only 20.2 mm of rainfall was recorded between February 15th and March 16th, the day that the Flower Show opened, so that during the greater part of trafficking of the soil during the build-up of the stands, etc., the soil would have been quite dry. The only day with significant rainfall was March 11th with 8.4 mm. Pre-event soil sampling took place also on February 15th.

Figure 4. Relationship between root penetration and penetrometer resistance (Duiker, 2002¹). Note: 300 PSI equals approximately 2000 kPa.



It is important that the reader realise that roots will not enter soil that is hard due to dryness, rather than due to compactness. Moisture is needed to allow soil particles to “slide” past one another to make way for roots. In March and April, the traditional months for the Flower Show, the soil profile tends to be dry except for a shallow surface layer that has received irrigation water. Penetrometers can best be used to detect very dense layers when the entire soil profile is moist, generally in winter and spring.

This year the penetrometer distinguished markedly the softer soils, as well as the depth of soft soil over hard soil, and soils that were hard due to the uneven irrigation that had taken place prior to field work. Some parts of the Carlton Gardens had received very much water and the penetrometer could be easily pushed down in some places to depths of 0.5 m or so, but elsewhere the irrigation had only wetted the upper 5 cm and limited the depth to which it could be pushed.

On February 15th, when the pre-event soil testing took place, most sites were very moist and sites C, D and A were very wet, almost saturated in that order. At these sites the

¹ Duiker, S.W. (2002). Asst. Professor Soil Management, Penn State College of Agricultural Sciences research and extension programs are funded in part by Pennsylvania counties, the Commonwealth of Pennsylvania, and the U.S. Department of Agriculture

penetrometer could be pushed down deeply stopping only on occasional stones in the soil. On March 23rd, during the post-event testing, most sites were very dry to just slightly moist and the penetrometer insertion depth illustrates this. Sites D and A, in that order, were the exceptions and were very moist to wet.

Photographs of the turf surface conditions taken at each site are shown in Appendix 2.

Laboratory data on bulk density and penetrometer depths are provided in Appendices 3 and 4.

The theoretical discussion of soil compaction and its effects in this report remains almost identical to the text in previous reports and has been moved to Appendix 1.

3.0 Bulk Density – a definition

Soil bulk density is defined as the weight of a unit volume of dry soil, including the solid and the pore volumes. Thus, compaction of a soil directly influences its bulk density by reducing the pore volume because the solid portion cannot be compressed.

Bulk density governs several soil characteristics such as soil strength, infiltration rate and macro pore space. All of these soil characteristics have horticultural impacts.

Total pore space in a soil is inversely proportional to bulk density by the following equation:

$$\text{Total Pore Space (\%)} = 100 - \frac{\text{Bulk density}}{(2.65 \text{ g/cm}^3 \times 100)}$$

Where 2.65 g/cm³ stands for the particle density, i.e. the density of the solid phase. The mineral portion of soils, whether clay or sand or silt, has a density very close to this value.

As bulk density increases, total pore space in the soil decreases. This is the result of soil compaction. The actual effect is that the open soil structural aggregates are crushed and the mineral or primary particles are pressed together and rearranged to form a denser matrix. This will reduce water and air infiltration rates, as well as the availability of water, all of which impact on plant growth.

5.0 Measurement of Bulk Density and Interpretative Standards

5.1 Soil Bulk Density

Bulk density is measured by forcing a metal sampling cylinder of known volume into the soil by hammering it until its upper rim is even with the soil surface and then carefully removing the cylinder and contents. The soil in the cylinder is removed into a resealable plastic bag to prevent loss of soil moisture. In the field, care was taken to remove the upper 20-40 mm of turf so as to sample the soil itself and not the root mat. Because variations in soil properties over small distances are extremely common, three samples were collected within a radius of 1 m at each site to enable mean values to be calculated.

In the laboratory, the soil sample is weighed, then oven-dried and reweighed. As the diameter and height of the cylindrical sample is known, the volume of sampled soil is known. After calculating the moisture content and subtracting it from the moist mass, the mass of the dry sample is divided by its volume to yield the bulk density. The sampling cylinders are approximately 5 cm tall and have a diameter of approximately 5 cm.

Guidelines for interpreting dry bulk densities of soils are suggested by Handreck and Black (2002)², which are reproduced in Tables 2 and 3. The appropriate column for comparison with the surface soil materials in the Carlton Gardens would be the middle column “LOAMS” and in some areas the left column “SANDY SOILS”.

Table 2. General relationship between bulk density, soil texture and plant growth conditions.

Bulk density (g/cm ³ or tonne/m ³)	Sandy Soil	Loams	Clay Soils
<1.0	-	Seedbed conditions	Satisfactory
1.0 – 1.2	-	Satisfactory	Satisfactory
1.2 – 1.4	Very open	Satisfactory	Some too compact
1.4 – 1.6	Satisfactory	Some too compact	Very compact
1.6 – 1.8	Most too compact if BD above 1.7	Very compact	Extremely compact
>1.8	Very compact	Extremely compact	-

Duffy and McClurkin (1974)³ found that soil bulk density was the most important factor in determining the success or failure of the planting of pine trees.

² Handreck, Kevin, and Black, Neil, (2002). *Growing Media for Ornamental Plants and Turf*. 3rd Ed. UNSW Press Ltd, UNSW Sydney, NSW. 2052

³ Duffy, P.D., and McClurkin D.C., (1974). Difficult eroded planting sites in north Mississippi evaluated by discriminant analysis. *Soil Sci. Soc. Am. Proc.* 38, p.676-678.

Table 3. Relationship between Bulk Density and Loblolly Pine Planting Failure.

Bulk density (g/cm ³ or tonne/m ³)	Planting success %
1.25 – 1.34	Successful 100%
1.34 – 1.44	Mostly successful 60%
1.45 – 1.54	Partial failure 33%
1.55 – 1.65	Mostly failure 10%
>1.65	Total failure 0%

It is important to note that plant species vary in their response to high bulk density. Generally, trees cope better with compaction than shallow rooted annuals or perennials.

6.0 Fieldwork and laboratory results

The first round of sampling to characterise the Pre-Event conditions were carried out on the 15th of February in the south Carlton Gardens. It was carried out by (1) a university graduate selected by Melbourne University's School of Agriculture and Food Systems, (2) an unemployed physicist and (3) the principal of van de Graaff & Associates. The first mentioned person also carried out all the laboratory measurements at the Burnley Campus of the University.

As in previous years, there was again a degree of variation in turf quality across the site, with turf quality varying from good to poor. The field notes for both Pre- and Post-Event site assessments are included in Appendix 2 with the photographs. Much of this variation in turf quality prior to the event is likely to be explained by uneven watering during the normal management of the turf but we also think that the imported good quality fill has quite an even thickness in different portions of the Carlton Gardens. Shading by trees and the water use by trees also affects the quality of the grass below them.

Preceding rainfall and evaporation data were obtained from the Bureau of Meteorology (Table 4) that show the weather during the second half of January and most of February up to March had been very dry. This is rather typical of summer weather patterns where evaporation is high and storm events generate most of the precipitation. Table 3 presents the daily weather data from the Melbourne Regional Office of the Bureau of Meteorology for their station at Olympic Park, daily data from the Head Office not being available.

A total of 19.4 mm of rain fell during the Flower Show, the impact on soil moisture was hardly noticeable when the post Flower Show sampling occurred. Potential evapotranspiration at Melbourne averages around 200 mm in February and 185 mm in March so that the rainfall received during the event would be lost from the site in around 3 days.

Soil bulk density data and the soil moisture conditions for 2016 are tabulated in Table 5.

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Table 4. Rainfall measured at Olympic Park (086338) before and after the 2016 MIGFS.

Month	Day	Rainfall amount (mm)	Production Schedule	Consultant Activities	Total Rainfall at separate phases of activities
Feb	1	0			
Feb	2	0			
Feb	3	0.6			
Feb	4	2.4			
Feb	5	0			
Feb	6	0			
Feb	7	0			
Feb	8	0			
Feb	9	0			
Feb	10	0			
Feb	11	0			
Feb	12	0			
Feb	13	0			
Feb	14	0			
Feb	15	0	SERCO to mow and water Carlton Gardens South	Pre-Flowershow soil sampling	3
Feb	16	3.6			
Feb	17	0.6	IMG & City handover & pre event inspection		
Feb	18	1.2			
Feb	19	0.2			
Feb	20	0			
Feb	21	0			
Feb	22	0			
Feb	23	0			
Feb	24	0	Harry the Hirer begins erection of marquee frames		
Feb	25	0.4			
Feb	26	0			
Feb	27	0			
Feb	28	0			
Feb	29	0			
Mar	1	0	Contractor site sheds delivered to Museum Plaza West from 7am		
Mar	2	0			
Mar	3	0			
Mar	4	0			
Mar	5	1.2			
Mar	6	0			
Mar	7	3.2	Landscape Exhibitors to fully commence set up		
Mar	8	0.6			
Mar	9	0			
Mar	10	0.6			
Mar	11	8.4			
Mar	12	0.2			
Mar	13	0			
Mar	14	0			
Mar	15	0			
Mar	16	0	Show open 9am to 5pm		20.2
Mar	17	0	Show open 9am to 5pm		
Mar	18	13.4	Show open 9am to 5pm		
Mar	19	5.8	Show open 9am to 5pm		
Mar	20	0.2	Show open 9am to 5pm		
Mar	21	0	6pm to midnight exhibitor bump out of REB & Gardens		
Mar	22	0	Exhibitors bump out of gardens & REB continues		
Mar	23	0	Exhibitor bump out of gardens continues	Post Flowershow soil sampling	19.4
Mar	24	0	Public access commences at 12:01am; Handover of Gardens to City		
Mar	25	0	GOOD FRIDAY PUBLIC HOLIDAY		

Table 5. Changes in soil moisture content and bulk density

Bulk density and moisture content changes					
Site	Pre-Flower Show			Post-Flower Show	
Location	15/02/2016			23/03/2016	
	H ₂ O	BD		H ₂ O	BD
A	40.7	1.09		35.0	1.07
B	33.8	1.27		25.8	1.26
C	52.2	1.01		23.6	1.06
D	44.6	0.98		48.0	0.85
E	39.5	1.08		20.8	1.13
F	23	1.32		23.5	1.29
G	14.6	1.16		15.4	1.16
H	29.8	1.2		15.3	1.19
I	20.1	1.25		19.4	1.13
J	30.4	1.2		26.8	1.13
K	20	1.33		10.8	1.18
Carlton Gardens Average	31.7	1.17		24.0	1.13
It is believed these samples contain a high concentration of organic matter, perhaps from high grass root density					

Soils at Sites C, D, A and F, must have received a significant amount of irrigation very shortly before February 15th. Site D appeared to have received irrigation also just before the second phase of sampling took place.

Depth of penetrometer insertion varied across the Carlton Gardens significantly in response to pre-existing dense layers within the soil profile and strongly in response to soil wetness and the depth to which the last irrigation had wetted the soil.

As we have mentioned in earlier reports, we believe that as the Gardens were developed the quality of imported soil as well as the degree of pre-compaction after depositing that soil, would have varied over time. Where the imported soil was merely spread out and where it did not contain much clay, including occasional gravel, a profile has been built of relatively loose material. Even under low moisture conditions it will be possible to insert a penetrometer to great depths in such soil.

Elsewhere, where the imported soil was more clayey and the landscaper compacted it more, there would always be a more compact stratum. Depending on the amount of subsequent topsoiling with imported sandy loam, probably a common practice, or the rolling out of new layers of turf, the depth to that compact substratum will also vary. Even when the upper softer layers are moist, the penetrometer will meet a dense substratum at any depth where it occurs.

Table 6 summarises how the soil has dried out between the 15th of February and the 23rd of March 2016 and how this also affects the depth of penetrometer insertion. However, due to

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the non-uniformity of the soil cover across the Gardens there is no strict proportionality between moisture content and depth of insertion of the penetrometer.

Table 6 Loss of soil moisture (%) and change of penetrometer depths (cm) between February 15th and March 23rd

	Penetrometer depth measurements (cm)										
Pre Show date 15-2-16	A	B	C	D	E	F	G	H	I	J	K
Field moisture assessment	very moist	very moist	very moist	moist	slightly moist	dry	dry	slightly moist	slightly dry	dry	dry
Actual moisture content (%)	40.7	33.8	52.2	44.6	39.5	23	14.6	29.8	20.1	30.4	20
Median	15.0	13.5	24.0	11.0	8.0	3.0	2.0	4.0	5.0	8.0	3.0
Mean	16	12.4	26.7	10.2	9.5	3.8	2.1	5.0	5.7	8.4	3
Geomean	13.5	10.9	24.0	8.8	9.2	3.5	2.0	4.4	1.3	8.2	3.3
Post Show date 23 March 2016	A	B	C	D	E	F	G	H	I	J	K
Field moisture assessment	slightly moist	moist	slightly moist	moist	dry (sandy)	slightly moist	very dry	slightly moist	very slightly	moist	very dry
Actual moisture content (%)	35	25.8	23.6	48	20.8	23.5	15.4	15.3	19.4	26.8	10.8
Median	6.0	6.0	5.5	8.0	5.0	7.0	3.0	3.0	5.0	6.0	2.0
Mean	5.85	5.75	6.25	9.35	5.45	7.9	3.7	3.4	5.0	5.95	2.5
Geomean	4.7	4.3	5.2	6.2	4.9	7.5	3.3	2.9	4.8	5.5	2.0

Appendix 1 Bulk Density – Effects of Soil Compaction on Soil Properties

This Appendix provides a general discussion of the impacts of soil compaction on soil properties that are essential to aeration and water movement in the soil and hence for good root growth.

1.1 Reduction of Pore Space

As pore space is reduced by compaction, the soil structure begins to change. Average pore diameter is reduced, as is the total pore space volume. This increases the resistance of the soil to root penetration, as the majority of root channels use the path of least resistance, weaving their way through soil pore spaces. Depending on the degree of original pore space, compaction may result in decreased water holding capacity and less oxygenation through the profile.

1.2 Shifts in Pore Size Distribution

Compaction changes the distribution of pores within the soil profile. A naturally well-aggregated soil is one where the pore size varies from large air-filled macro pores to small micro pores that usually contain water. This allows for rapid movement of air and water throughout the natural profile, providing adequate aeration and transport of water and nutrients to the root zone.

A soil that has undergone compaction suffers damage to this transport system through what is called “loss of structure”. However, limited compaction can actually increase the water holding capacity of the soil, by increasing the number of the smaller water holding micro pores by crushing the larger air holding macro pores.

1.3 Reduction of Infiltration

When topsoil compaction results in the loss or reduction of macro pore space, the profile often suffers from excessive drying. This is due to a greater proportion of rain becoming run off due to decreased downward infiltration of water.

1.4 Reduction in Aeration

Gaseous diffusion within a soil profile can largely only occur in the macro pore fraction of total pore space. Thus, when the macro pore volume is reduced, and the diffusion pathways are made narrower as a result of compaction. A decrease in soil oxygen is the result, along with an accompanying increase in carbon dioxide levels in the soil air.

1.5 Soil Temperatures

The reduction of pore space as a result of compaction means that the soil particles are put into greater contact with each other. This contact means that the profile as a whole becomes a better heat conductor.

Appendix 2 – Turf condition photographs

February 15 th , 2016	March 23 rd , 2016
<p>Site A – Healthy thick turf</p> 	<p>Site A – Turf has suffered from lack of sun light</p> 
<p>Site B – Healthy thick turf</p> 	<p>Site B - Turf was partially removed but unaffected area in good shape</p> 
<p>Site C – Healthy turf</p> 	<p>Site C – Minor damage to turf from lack of sun light</p> 

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Site D – Healthy thick turf



Site D - Minor damage to turf from lack of sun light



Site E – Healthy thick turf



Site E – Badly damaged turf, partly still under imported soil media



Site F – Healthy but uneven turf



Site F – Healthy turf mown short for catering area, similarly uneven as before



2016 IMFGS – Carlton Gardens soil compaction status

Site G – Thin scuffed turf



Site G – Very thin turf, worse than before



Site H – Healthy thick turf



Site H – Turf damaged by shading and mown short



Site I – Healthy thick turf



Site I – Minor damage from lack of sun light



2016 IMFGS – Carlton Gardens soil compaction status

Site J - Healthy thick turf



Site J – Reasonably healthy turf but damaged by shading



Site K – Healthy thick turf



Site K – Turf badly damaged by shading



Appendix 3 – Field Data – Penetrometer Depth Measurements Pre-Flowershow

Pre Show date 15 Feb 2016	A	B	C	D	E	F	G	H	I	J	K
Field moisture assessment	very moist	very moist	very moist	moist	slightly moist	dry	dry	slightly moist	slightly dry	dry	dry
Actual moisture content (%)	40.7	33.8	52.2	44.6	39.5	23	14.6	29.8	20.1	30.4	20
	20	12	24	14	8	5	3	3	2	8	8
	16	12	48	5	8	5	2	5	5	8	5
	40	15	24	10	8	2	2	8	5	8	5
	24	15	32	3	8	2	3	8	8	9	5
	20	13	32	3	8	8	2	10	8	8	5
	15	17	24	5	8	2	2	10	5	8	3
	16	17	56	5	8	3	2	5	8	8	3
	24	7	48	8	8	3	2	8	5	8	2
	16	8	32	5	16	3	2	5	5	8	2
	24	8	20	5	12	2	2	3	5	5	5
	15	16	18	7	16	2	2	5	5	7	3
	2	18	25	12	10	3	2	3	5	5	3
	5	24	30	15	7	5	2	3	5	8	3
	5	16	8	12	10	5	2	4	5	8	2
	15	16	12	16	8	3	2	3	5	10	5
	15	5	20	15	8	5	2	2	5	8	2
	15	14	32	16	7	3	1	3	5	12	2
	8	8	15	17	10	5	2	4	7	10	3
	10	5	18	16	14	5	2	3	7	12	3
	15	2	16	15	8	4	2	4	8	10	3
Median	15.0	13.5	24.0	11.0	8.0	3.0	2.0	4.0	5.0	8.0	3.0
Mean	16	12.4	26.7	10.2	9.5	3.8	2.1	5.0	5.7	8.4	3.6
Geomean	13.5	10.9	24.0	8.8	9.2	3.5	2.0	4.4	5.4	8.2	3.3

Appendix 3 Cont'd – Field Data – Penetrometer Depth Measurements Post Flowershow

Post Show date 23 March 2016	A	B	C	D	E	F	G	H	I	J	K
Field moisture assessment	slightly moist	moist	slightly moist	moist	dry (sandy)	slightly moist	very dry	slightly moist	very slightly moist	moist	very dry
Actual moisture content (%)	35	25.8	23.6	48	20.8	23.5	15.4	15.3	19.4	26.8	10.8
	2	3	4	3	2	5	2	6	3	6	1
	4	6	4	5	6	7	2	2	3	6	1
	6	11	5	6	4	7	2	2	6	5	2
	6	5	6	15	11	9	2	8	5	6	1
	6	6	5	20	12	8	2	5	10	8	1
	10	7	4	17	3	12	2	2	5	8	3
	3	8	4	1	5	15	3	3	6	6	5
	1	10	12	7	10	9	3	3	4	8	2
	6	4	4	21	6	5	6	2	4	2	1
	8	6	6	22	5	6	5	6	8	4	1
	12	3	12	10	3	7	6	2	4	5	4
	16	1	1	14	3	9	5	4	5	6	4
	5	1	1	2	5	5	2	1	3	2	1
	3	2	4	9	5	7	3	3	4	12	2
	4	1	11	6	4	5	5	3	6	6	5
	6	6	10	1	4	6	4	5	4	6	5
	8	11	8	13	3	7	5	4	6	5	6
	1	13	11	12	5	11	6	2	4	7	1
	4	10	6	1	6	11	7	2	5	6	1
	6	1	7	2	7	7	2	2	5	5	3
Median	6.0	6.0	5.5	8.0	5.0	7.0	3.0	3.0	5.0	6.0	2.0
Mean	5.85	5.75	6.25	9.35	5.45	7.9	3.7	3.4	5.0	5.95	2.5
Geomean	4.7	4.3	5.2	6.2	4.9	7.5	3.3	2.9	4.8	5.5	2.0

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Appendix 4 - All Laboratory Data for Bulk Density and Water Content – Pre Show

Data Collection Date: 15/02/2016 (Pre-flower Show)									
SOIL SAMPLE ID	Soil (wet) +Tray, g	Soil (wet), g	Soil (oven dried at 105°C for 48 hours) +Tray, g	Tray, g	Soil (dry), g	% moisture	BD dry (g/cm ³)	Ave. H ₂ O %	Ave. BD dry (g/cm ³)
A1	379.73	367.74	259.76	11.99	247.77	48.4	1.08	40.7	1.09
A2	351.59	339.8	267.99	11.79	256.2	32.6	1.11		
A3	361.71	349.79	259.72	11.92	247.8	41.2	1.08		
B1	428.68	416.67	333.71	12.01	321.7	29.5	1.40	33.8	1.27
B2	400.37	388.56	293.02	11.81	281.21	38.2	1.22		
B3	377.2	365.33	284.88	11.87	273.01	33.8	1.19		
C1	361.15	349.04	237.74	12.11	225.63	54.7	0.98	52.2	1.01
C2	366.85	354.98	246.13	11.87	234.26	51.5	1.02		
C3	369.17	357.18	249.52	11.99	237.53	50.4	1.03		
D1	352.27	340.59	241.4	11.68	229.72	48.3	1.00	44.6	0.98
D2	318.24	306.51	235.44	11.73	223.71	37.0	0.97		
D3	342.2	330.54	234.12	11.66	222.46	48.6	0.97		
E1	347.41	335.34	242.14	12.07	230.07	45.8	1.00	39.5	1.08
E2	362.02	350.05	265.12	11.97	253.15	38.3	1.10		
E3	360.88	348.94	271.25	11.94	259.31	34.6	1.13		
F1	378.72	367.04	315.76	11.68	304.08	20.7	1.32	23.0	1.32
F2	382.36	370.73	316.51	11.63	304.88	21.6	1.32		
F3	392.23	380.52	311.94	11.71	300.23	26.7	1.30		
G1	292.95	281.17	254.55	11.78	242.77	15.8	1.05	14.6	1.16
G2	327.55	315.96	287.13	11.59	275.54	14.7	1.20		
G3	329.4	317.79	292.07	11.61	280.46	13.3	1.22		
H1	385.03	373.37	304.24	11.66	292.58	27.6	1.27	29.8	1.20
H2	363.08	351.51	267.57	11.57	256	37.3	1.11		
H3	362.6	351	293.62	11.6	282.02	24.5	1.23		
I1	392.24	380.67	316.5	11.57	304.93	24.8	1.32	20.1	1.25
I2	347.38	335.63	298.45	11.75	286.7	17.1	1.25		
I3	331.45	319.69	281.55	11.76	269.79	18.5	1.17		
J1	373.94	362.38	281.89	11.56	270.33	34.1	1.17	30.4	1.20
J2	396.37	384.91	311.66	11.46	300.2	28.2	1.30		
J3	347.46	335.88	271.86	11.58	260.28	29.0	1.13		
K1	342.41	330.67	296.43	11.74	284.69	16.2	1.24	20.0	1.33
K2	398.72	386.85	323.95	11.87	312.08	24.0	1.36		
K3	396.93	385.04	333.32	11.89	321.43	19.8	1.40		

Appendix 5 - All Laboratory Data for Bulk Density and Water Content – Post Show

Data Collection Date: 23/03/2016 (post-flower Show)										
SOIL SAMPLE ID	Soil (wet) +Tray, g	Soil (wet), g	Soil (oven dried at 105°C for 7 days) +Tray, g	Tray, g	Soil (dry), g	% moisture	BD dry (g/cm ³)		Ave. H ₂ O%	Ave. BD dry (g/cm ³)
A1	352.11	340.12	254.03	11.99	242.04	40.5	1.05		35.0	1.07
A2	352.92	341.13	266.18	11.79	254.39	34.1	1.11			
A3	328.9	316.98	254.97	11.92	243.05	30.4	1.06			
B1	360.38	348.37	277.63	12.01	265.62	31.2	1.15		25.8	1.26
B2	372.57	360.76	308.45	11.81	296.64	21.6	1.29			
B3	395.09	383.22	319.47	11.87	307.6	24.6	1.34			
C1	345.91	333.8	265.02	12.11	252.91	32.0	1.10		23.6	1.06
C2	299.9	288.03	247.65	11.87	235.78	22.2	1.02			
C3	297.94	285.95	256.88	11.99	244.89	16.8	1.06			
D1	309.56	297.88	220.25	11.68	208.57	42.8	0.91		48.0	0.85
D2	269.31	257.58	189.75	11.73	178.02	44.7	0.77			
D3	322.3	310.64	210.25	11.66	198.59	56.4	0.86			
E1	325.99	313.92	265.98	12.07	253.91	23.6	1.10		20.8	1.13
E2	309.12	297.15	259.56	11.97	247.59	20.0	1.08			
E3	342.34	330.4	290.48	11.94	278.54	18.6	1.21			
F1	376.85	365.17	303.75	11.68	292.07	25.0	1.27		23.5	1.29
F2	384	372.37	309.18	11.63	297.55	25.1	1.29			
F3	371.68	359.97	311.23	11.71	299.52	20.2	1.30			
G1	330.6	318.82	281.22	11.78	269.44	18.3	1.17		15.4	1.16
G2	328.48	316.89	290.26	11.59	278.67	13.7	1.21			
G3	298.21	286.6	262.68	11.61	251.07	14.2	1.09			
H1	351.63	339.97	315.2	11.66	303.54	12.0	1.32		15.3	1.19
H2	353	341.43	298.16	11.57	286.59	19.1	1.24			
H3	277.91	266.31	243.61	11.6	232.01	14.8	1.01			
I1	329.81	318.24	276.41	11.57	264.84	20.2	1.15		19.4	1.13
I2	315.75	304	267.94	11.75	256.19	18.7	1.11			
I3	322.04	310.28	271.89	11.76	260.13	19.3	1.13			
J1	330.26	318.7	267.57	11.56	256.01	24.5	1.11		26.8	1.13
J2	317.25	305.79	241.46	11.46	230	33.0	1.00			
J3	369.26	357.68	302.6	11.58	291.02	22.9	1.26			
K1	257.79	246.05	234.23	11.74	222.49	10.6	0.97		10.8	1.18
K2	345.89	334.02	312.83	11.87	300.96	11.0	1.31			
K3	333.65	321.76	301.9	11.89	290.01	10.9	1.26			

Appendix 6 - 2016 MIFGS Production Schedule

2016 DRAFT PRODUCTION SCHEDULE

July 2015 - Present site layout plan - Exhibitor on sale date - Tickets on sale

Nov 2015 - Heritage Victoria Permit Application

Dec 2015 - SERCO to place public notice re MIFGS located on corner of Nicholson St / Victoria Parade and Rathdowne St / Victoria Pde.

Jan 2016 - POPE Application presented - Stakeholder Notification Approval

Jan/Feb - Landscape Designs to be submitted for approval from Exhibitors

Friday 5th Feb - 1st Mail out of Resident notification

Mon 15th – Fri 19th Feb - SERCO to mow and water Carlton Gardens South Wednesday 17th Feb - IMG & City handover & pre event inspection

Mon 22nd – Tue 23rd Feb - SERCO to mark out irrigation systems for Harry's to start building on Wed 24th Mar

Tuesday 23rd Feb - 7am sites marked out with IMG & Harry the Hirer Wednesday 24th Feb to - 7am Harry the Hirer begins erection of marquee frames in Carlton Tuesday 15th March Gardens South

Thursday 25th March - General works & deliveries continue Friday 26th March - General works & deliveries continue Sat 27th & Sun 28th March - General deliveries Monday 29th March - Site offices & containers move into REB Southern Drive from 7am

Tuesday 1st March - Contractor site sheds delivered to Museum Plaza West from 7am - Temporary fencing installed around contractor's compound in Plaza West. - General deliveries continue - Exhibitor meeting on site.

Wednesday 2nd March - SERCO to commence bin & seat removal from the Gardens. To be completed by Fri 13th March. - Start installation of audio system into gardens - General works & deliveries continue - Installation of perimeter fence commences.

Thursday 3rd March - Ticket box at Victoria St & La Trobe St delivered. Bollards at Victoria Street entrance into Gardens will need to be removed for crane truck access - Catering contractor set-up in Plaza West Friday 4th March - Overnight security commences in gardens & Southern Drive - Bins & Packers delivered to contractor's compound in Plaza West - Installation of perimeter fence in Southern Drive & around gardens continues today - General set up work continues - Fenceline around Western Forecourt but not locked down - Landscapers to begin layouts, but no heavy movements Saturday 5th March - General set up continues and some garden design to start

Sunday 6th March - General set up work continues - SERCO to work with IMG on the areas of the sprinkler system to be turned off in Carlton Gardens South today as marquee floor installation commences Monday. - Irrigation plan will be actioned as required from this date

Monday 7th March - Gates locked at 12:01am today preventing public access until Thursday 24th March at 12:01am. - Landscape Exhibitors to fully commence set up in Carlton Gardens - TSA signage in Rathdowne Street in place of permanent meters from Mon 7th to Thursday 24th March for exhibitor & disabled parking. In place by 6am today - Exhibitors commence parking in Underground car park. - 2nd Mail out of Resident notification Tuesday 8th to - General works & deliveries continue Tuesday 15th March

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Wednesday 9th March - Labour Day Public Holiday, general works continue 5 DAYS OF THE SHOW – WEDNESDAY 16th to SUNDAY 20th MARCH

Wednesday 16th March - Show open 9am to 5pm Thursday 17th March - Show open 9am to 5pm
Friday 18th March - Show open 9am to 5pm - Twilight IMFGS Session open to public 6pm-9:30pm
Saturday 19th March - Show open 9am to 5pm

Sunday 20th March - Show open 9am to 5pm - 6pm to midnight exhibitor bump out of REB & Gardens.

BUMP OUT OVER 5 DAYS – MONDAY 21st March TO THURSDAY 24th March It is the events intention to be out of the Gardens completely by Thursday 24th March

Monday 21st March - Exhibitors bump out of gardens & REB continues - Marquee dismantle commences in Gardens - Pack up Western Forecourt - REB post event clean to occur overnight - Eastern Forecourt to be vacated by 5pm

Tuesday 22nd March - Exhibitors bump out of gardens & REB continues - Pack up of contractors area Museum Plaza - Pack up Western Forecourt continues - REB bump out completed by 9am - Commence removal Site sheds, bins & Packers from contractor's compound in Museum Plaza - Ticket boxes collected from Museum Plaza, Rathdowne & Victoria Streets

Wednesday 23rd March - Exhibitor bump out of gardens continues - Pack up of contractors area continues

Thursday 24th March - Public access commences at 12:01am - Perimeter fence dismantle commences and to be completed by 5pm - Vacate Western Forecourt 9am - Containers collected from Southern Drive. Vacate by 5pm - Contractor's compound temporary fence dismantled - Site sheds, bins & Packers removed Contractor's compound in Museum Plaza completed - Exhibitor bump out of gardens to be completed by 12noon - 24hour security concludes - Final post clean completed by end of day - Handover of Gardens to City - Park furniture reinstalled to pre event locations from this date forward. Friday 25th March - GOOD FRIDAY PUBLIC HOLIDAY

Attachment 6

Summary of proposed content of Schedules 2 and 3 of proposed MIFGS licence 2018-23.

Schedule Two – Event Plan Conditions

1. Site Plan

Indicating layout of all structures, bins, vendors, exits, fencing, installations. This will also include details of tree protection zones.

2. Production Schedule

Indicating bump in, dates, show dates, bump out dates, arrival of key structures, removal of existing furniture.

3. Traffic Management

Proposed location and date of any closures, changes to parking conditions, management of vehicles in the gardens

4. Waste Management

Number of bins, recycle bins, food waste bins, skip bins and servicing schedule

5. Risk management, Security and Safety Plan

Risk management in accordance with Aus/NZ standards, details of security plan, confirmation that all staff, contractors and sub-contractors will be in accordance with Worksafe Australia standards, briefings to staff

6. Noise Management

Live performers, timing of works, confirmation this will be in line with set EPA standards

7. First Aid

Details of location, timing and staffing levels of first aid, chain of command and incident reporting process.

8. Food and Alcohol Management

Food offerings, appropriate VCGLR approvals, details of vessels for food and drink, approval food health permits

9. Merchandising Plan

Confirmation vending is within the venue, list of approved vendors.

10. Signage Plan

Detail of signage, installation, size, method of attachment, duration of display.

11. Power Plan

Electrical installation comply with with relevant safety Acts,

12. Special Conditions

This may include having the licensee sign off the event site is safe as a place of public entertainment

Schedule Three – Specification for Turf Reinstatement Works and Site Protection Responsibilities

1. General

Specifications for reinstatement of turf, condition survey

2. Accountability

Specifications for who will be responsible for costs associated with reinstatement, who undertakes works

3. Process

Specifications around timing of works and agreed works to take place

4. Inspection

Details around occurrence of inspections, timing, attendees.

5. Site Preparation and Decompaction

Specifications around dial before you dig, depth of digging, building waste skip bins

6. Turf renovations

Seeding, instant turf, fertilising

7. Irrigations and Mowing

Responsibilities, watering schedules, water restrictions, timing of watering and timing of mowing

8. Completion

Timing of post event reinstatement works and expectations around practical completion.

9. Public Safety

Management of equipment, vehicles, rubbish, materials, public safety during time of public access

10. Site Management

Pedestrian management, fencing, fencing around any active work sites

11. Tree Protection during no irrigation period

Moisture content of soils during period irrigation is unavailable, emergency watering program

12. Plant Pest and Disease Threat

Specific precautions, machinery and plant decontaminating, any necessary measures should council become aware of any threat