



FRANKSTON CITY  
COUNCIL

# Ordinary Meeting

# A G E N D A

10 September 2018





## COUNCIL CHAMBERS

<b>Dennis Hovenden</b> Chief Executive Officer	<b>Cr Colin Hampton</b> Mayor	<b>Tim Frederico</b> Director Corporate Development
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<b>Executive Assistant to the Mayor</b>	<b>Council Core Business Support Coordinator</b>	<b>Prue Digby</b> Municipal Monitor
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<b>MEDIA</b>	<b>MEDIA</b>
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Cr. McCormack

Cr. O'Reilly

Cr. Mayer

Cr. Toms

Guest Speaker

Cr. O'Connor

Cr. Cunial

Cr Bolam

Cr. Aitken

EMT

EMT

**Gallery**





# THE COUNCIL MEETING

## Welcome to this Meeting of the Frankston City Council

The Council appreciates residents, ratepayers and other visitors taking their places in the Public Gallery, as attendance demonstrates an interest in your Council and community affairs. Community spirit is encouraged.

This information sheet is designed to help you to understand the procedures of Council and help you to gain maximum value from your attendance.

The law regarding the conduct of Council meetings enables the public to observe the session. However, to ensure the manageability of Council meetings, opportunities for public participation are limited to Question Time and registered submissions in accordance with Council's guidelines, which are available from Council's Councillors Office (call 9768 1632) and on our website, [www.frankston.vic.gov.au](http://www.frankston.vic.gov.au). It is not possible for any visitor to participate in any Council debate unless specifically requested by the Chairperson to do so.

If you would like to have contact with Councillors or Officers, arrangements can be made for you to do so separately to the meeting. Call Frankston City Council on 9768 1632 and ask for the person you would like to meet with, to arrange a time of mutual convenience.

## When are they held?

Generally speaking, the Council meets formally every three (3) weeks on a Monday and meetings start at 7.00 pm, unless advertised otherwise.

Council meeting dates are posted in the Davey Street and Young Street entrances to the Civic Centre (upper level) and also on our website, [www.frankston.vic.gov.au](http://www.frankston.vic.gov.au).

## **Governance Local Law No. 1 – Meeting Procedure**

### **34. Chair's Duty**

*Any motion which is determined by the Chair to be:*

- (1) defamatory of or embarrassing to any Councillor, member of Council staff or other person;*
- (2) abusive or objectionable in language or nature;*
- (3) a direct negative of the question before the Chair;*
- (4) vague or unclear in intention;*
- (5) outside the powers of Council; or*
- (6) irrelevant to the item of business on the agenda and has not been admitted as Urgent Business, or purports to be an amendment but is not,*

*must not be accepted by the Chair.*

**88. Chair May Remove**

- (1) *The Chair may order and cause the removal of any person, including a Councillor, who disrupts any meeting or fails to comply with a direction, or cause the removal of any object or material that is deemed by the Chair as being objectionable or disrespectful.*
- (2) *Any person removed from the meeting under sub-clause 0 must not return to the meeting without the approval of the Chair or Council.*

*It is intended that this power be exercisable by the Chair, without the need for any Council resolution. The Chair may choose to order the removal of a person whose actions immediately threaten the stability of the meeting or wrongly threatens his or her authority in chairing the meeting.*

The Penalty for an offence under this clause is 2 penalty units which is \$200

**Live Streaming of Council Meetings**

Frankston City Council will be Live Streaming Council Meetings from Monday 29 January 2018.

Live Streaming allows you to watch and listen to the meeting in real time, giving you greater access to Council decision making and debate and improving openness and transparency.

There are three (3) fixed cameras in the Council Chambers and it is intended that the cameras will only provide vision of the Councillors who are present at the meeting.

Every care will be taken to maintain privacy and as far as practically possible, it is not intended that there be either live or recorded footage of the public or Media personnel, however, there might be incidental capture; for example footage of a person exiting the building depending on which camera is being used at the time, or audio recording of a person who interjects the meeting. Council officers who address Council will be heard on the live audio stream, and audio of them speaking will be recorded.

Archives of meetings will be published on Council's website generally within three (3) business days after the meeting date for the public's future reference. Council will make every reasonable effort to ensure that a live stream and recording is available. However technical difficulties may arise in relation to live streaming or access to Council's website.

Appropriate signage will be placed at the entrance to the meeting location notifying all attendees that the meeting will be streamed live and recorded.

It is not intended that public speakers will be visible in a live stream of a meeting. Cameras are to be positioned so that these members of the public are not visible. If you do not wish to be recorded you will need to contact the Councillors Office on telephone (03) 9768 1632 or via email [councillors.office@frankston.vic.gov.au](mailto:councillors.office@frankston.vic.gov.au) to discuss alternative options prior to the meeting.

## **The Formal (Ordinary) Meeting Agenda**

The Council meeting agenda is available for public inspection immediately after it is prepared, which is normally on the Thursday afternoon four (4) clear days before the meeting. It is available from the Reception desk at the Civic Centre (upper level), on our website [www.frankston.vic.gov.au](http://www.frankston.vic.gov.au) or a copy is also available for you in the chamber before the meeting.

The following information is a summary of the agenda and what each section means:-

- **Items Brought Forward**

These are items for discussion that have been requested to be brought forward by a person, or a group of people, who have a particular item on the Agenda and who are present in the Public Gallery.

- **Presentation of Written Questions from the Gallery**

Question Time forms are available from the Civic Centre and our website, [www.frankston.vic.gov.au](http://www.frankston.vic.gov.au). Questions may also be submitted online using the Question Time web form. "Questions on notice" are to be submitted and received by Council before 12 noon on the Friday before the relevant Ordinary Meeting.

"Questions without notice" may be submitted in the designated Question Time box in the public gallery on the evening of the meeting, just prior to its commencement. Forms are available in the Council Chamber.

A maximum of 3 questions may be submitted by any one person at one meeting. There is no opportunity to enter into debate from the Gallery.

More detailed information about the procedures for Question Time is available from Council's Councillors Office (call 9768 1632) and on our website, [www.frankston.vic.gov.au](http://www.frankston.vic.gov.au).

- **Presentation of Petitions and Joint Letters**

These are formal requests to the Council, signed by a number of people and drawing attention to matters of concern to the petitioners and seeking remedial action from the Council. Petitions received by Councillors and presented to a Council meeting are usually noted at the meeting, then a report is prepared for consideration at the next available meeting.

- **Presentation of Reports**

Matters requiring a Council decision are dealt with through officer reports brought before the Council for consideration. When dealing with each item, as with all formal meeting procedures, one Councillor will propose a motion and another Councillor will second the motion before a vote is taken.

- **Presentation of Delegate Reports**

A Councillor or member of Council staff who is a delegate may present to Council on the deliberations of the external body, association, group or working party in respect of which he or she is a delegate or an attendee at a Council approved conference / seminar.

- **Urgent Business**

These are matters that Councillors believe require attention and action by Council. Before an item can be discussed, there must be a decision, supported by the majority of Councillors present, for the matter to be admitted as "Urgent Business".

- **Closed Meetings**

Because of the sensitive nature of some matters, such as personnel issues, contractual matters or possible legal action, these matters are dealt with confidentially at the end of the meeting.

- **Opportunity to address Council**

Any person who wishes to address Council must pre-register their intention to speak before 4.00pm on the day of the meeting, by telephoning Council's Councillors Office (call 9768 1632) or by submitting the online web form or by using the application form both available on the website, [www.frankston.vic.gov.au](http://www.frankston.vic.gov.au).

The submissions process is conducted in accordance with guidelines which are available from Council's Councillors Office and on our website. All submissions will be limited to 3 minutes in duration, except for Section 223 submitters, who have a maximum of 5 minutes. No more than ten (10) members of the public are to be permitted to address the Council. Further speakers will be permitted to address the meeting at the discretion of the Chair. All speakers need to advise if they are speaking on behalf of an organisation and it is deemed that they have been appropriately authorised by that said organisation.

Public submissions and any subsequent discussion will be recorded as part of the meeting, and audio recordings of Council meetings will be made available to members of the public. If a submitter does not wish to be recorded, they must advise the Chair at the commencement of their public submission.

### **Disclosure of Conflict of Interest**

If a Councillor considers that they have, or might reasonably be perceived to have, a direct or indirect interest in a matter before the Council or a special committee of Council, they will declare their interest and clearly state its nature before the matter is considered. This will be done on every occasion that the matter is considered by the Council or special committee.

If a Councillor has an interest in a matter they will comply with the requirements of the Local Government Act, which may require that they do not move or second the motion and that they leave the room in which the meeting is being held during any vote on the matter and not vote on the matter.

If a Councillor does not intend to be at the meeting, he or she will disclose the nature of the interest to the Chief Executive Officer, Mayor or Chairperson prior to the meeting commencing.

### **Agenda Themes**

The Council Agenda is divided into four (4) themes which depict the Council Plan's Strategic Objectives, as follows:

1. A Planned City
2. A Liveable City
3. A Well Governed City
4. A Well Managed City

### **MAYOR**



## NOTICE PAPER

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### ALL COUNCILLORS

NOTICE is hereby given that an Ordinary Meeting of the Council will be held at the Civic Centre, Davey Street, Frankston, on 10 September 2018 at 7.00pm.

### COUNCILLOR STATEMENT

*All members of this Council pledge to the City of Frankston community to consider every item listed on this evening's agenda:*

- *Based on the individual merits of each item;*
- *Without bias or prejudice by maintaining an open mind; and*
- *Disregarding Councillors' personal interests so as to avoid any conflict with our public duty.*

*Any Councillor having a conflict of interest in an item will make proper, prior disclosure to the meeting and will not participate in the debate or vote on the issue.*

### OPENING WITH PRAYER

*Almighty God, we ask for your blessing upon this Council. Direct and prosper its deliberations to the advancement of your glory and the true welfare of the people of Frankston City. Amen.*

### ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

*We respectfully acknowledge that we are situated on the traditional land of the Boon Wurrung and Bunurong in this special place now known by its European name, Frankston. We recognise the contribution of all Aboriginal and Torres Strait Islander people to our community in the past, present and into the future.*



## BUSINESS

### 1. PRESENTATION TO COMMUNITY GROUPS

Nil

### 2. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

Special Meeting No. SP3 held on 27 August 2018.

### 3. APOLOGIES

Nil

### 4. DISCLOSURES OF INTEREST AND DECLARATIONS OF CONFLICT OF INTEREST

### 5. PUBLIC QUESTION TIME

Nil

### 6. HEARING OF SUBMISSIONS

Nil

### 7. ITEMS BROUGHT FORWARD

### 8. PRESENTATIONS / AWARDS

Nil

### 9. PRESENTATION OF PETITIONS AND JOINT LETTERS

Nil

### 10. DELEGATES' REPORTS

Nil

### 11. CONSIDERATION OF TOWN PLANNING REPORTS

- |      |  |    |
|------|--|----|
| 11.1 | Response to Petition - 6 Wesley Close, Skye.....   | 4  |
| 11.2 | Planning Permit Application - 124/2018/P - 59 Moreton Street,<br>Frankston North - To construct one (1) double storey dwelling to<br>the rear of the existing dwelling (two (2) dwellings) .....           | 6  |
| 11.3 | Planning Permit No. 17/2018/S173 - 2/4 Bardia Avenue, Seaford<br>- To end Section 173 Agreement AM508289Q which affects Lot 2<br>of Plan of Subdivision 740036A.....                                       | 35 |
| 11.4 | Planning Permit Application 135/2018/P - 1/12-16 Govan Street<br>Seaford - To use the site for food and drink premises (tavern),<br>reduction of car parking spaces and on - premises liquor licence ..... | 52 |
| 11.5 | Planning Permit Application 518/2017/P - 105 Humphries Road<br>Frankston South - Use and development of the land for a child<br>care centre.....   | 67 |
| 11.6 | Oliver's Hill Lot Restructuring Plan Extension of Time Request .....   | 87 |
| 11.7 | July 2018 Town Planning Progress Report.....   | 97 |

**12. CONSIDERATION OF REPORTS OF OFFICERS**

12.1	Resolution Progress Update.....	131
12.2	9th Wuxi International Sister City Forum .....	166
12.3	Appointment and Authorisation of Council Staff .....	184
12.4	Capital Works Quarterly Report - Q4 - April - June 2017/18.....	187
12.5	Adoption of Councillor Nominated Capital Works Projects for FY 2018/19 .....	218
12.6	Consolidated Financial Report and Performance Statement for the year ended 30 June 2018 .....	222
12.7	Minutes of the Frankston Arts Board - 21 August 2018 .....	295
12.8	MAV State Council Motions .....	297

**13. RESPONSE TO NOTICES OF MOTION**

13.1	Further response to NOM 1312 - Unemployment in Frankston .....	363
13.2	Response to NOM1354 - Urban Design Advisory Committee .....	367
13.3	Response to NOM1389 - Ballam Park Precinct Improvements - update .....	377
13.4	Response to 2018/NOM35 - Proposed Downs Estate Business Case .....	387
13.5	Response to 2018/NOM48 - Public Safety Reference Committee .....	399

**14. NOTICES OF MOTION**

14.1	2018/NOM54 - Tree Removal.....	408
14.2	2018/NOM55 - Car Parking Provision Rates for outer suburban Melbourne.....	413

**15. REPORTS NOT YET SUBMITTED**

Nil

**16. URGENT BUSINESS****17. CONFIDENTIAL ITEMS**

C.1	Outcome of the Expression Of Interest for the Commercial Activities in Public Open Space Protocol .....	416
C.2	New Signature Event for Frankston City .....	416
C.3	Standing Grants 2018-2019.....	416
C.4	South East Country Regional Cricket Hub - Jubilee Park Frankston.....	416
C.5	Kerbside Hard Waste and Bundled Green Waste Collection Contract.....	416
C.6	Variation to Kerbside Collection and Receipting Service Contract 2009/10-1 .....	416
C.7	Response to 2018/NOM51- Prospective land acquisitions .....	417

C.8	Chief Executive Officer Leave Request .....	417
C.9	Chief Executive Officer Performance Review Outcomes and Key Performance Indicators for 2018/19 .....	417

Dennis Hovenden

**CHIEF EXECUTIVE OFFICER**

4/09/2018





**Executive Summary****11.1 Response to Petition - 6 Wesley Close, Skye**

*Enquiries: (Michael Papageorgiou: Community Development)*

Council Plan

Community Outcome:	2. Liveable City
Strategy:	2.3 Health and Well-being
Priority Action	2.3.3 Enhance equitable access to sport and leisure opportunities

**Purpose**

To enable a Council response to the petition tabled at Council's Ordinary Meeting on 13 August 2018 regarding a current planning application to construct 8 double storey dwellings at 6 Wesley Close, Skye.

**Recommendation (Director Community Development)**

That Council:

1. Notes a petition of 44 signatures objecting to 8 double storey dwellings at 6 Wesley Close, Skye was received by Council 13 August.
2. Notes the head petitioner will be notified of Council's decision on the application.

**Key Points / Issues**

- Council received a document entitled "Planning Permit Applicant No. 108/2018/P with 44 signatories indicating their concerns regarding the development of 8 townhouse dwellings at 6 Wesley Close, Skye.
- The petition advises Council of the signatories' objection to the application on grounds relating to traffic and safety, neighbourhood character, overshadowing, loss of privacy, loss of property value, and increased noise, and requests Council take those matters into consideration in determining the application.
- The application is currently being processed by Council officers. Public notice has been given, and 4 objections (inclusive of this petition) have been received. A resident discussion meeting has been scheduled for 20 September 2018. Officers have not completed their assessment of the application at this time, and will decide the application after the resident discussion meeting.

**Financial Impact**

The State Government has introduced the "Fair Go Rates" system, placing a cap on Council rates which has restricted the level of increases that Council can apply to its rate revenue. Rate revenue constitutes 63 per cent of all Council revenue.

The rate cap over the past two financial years has been 2.5 per cent and 2.0 per cent respectively and is 2.25 per cent in 2018-2019.

The rate cap percentages are based on the consumer price index which relates to the average increase in the prices of a range of goods and services, very few of which apply to the cost drivers of providing local government services. The cost of providing Council services has been increasing well in advance of the rate cap applied by State Government.

**11.1 Response to Petition - 6 Wesley Close, Skye****Executive Summary**

Over time this trend may lead to a reduction in the levels of service provided to the community and in Councils ability to fund both new facilities and the ongoing renewal of existing facilities.

Council will continue to evaluate the impacts of rate capping annually and needs to be mindful of these outcomes in all Council decisions.

Council has pledged \$8,050M to the project and is seeking equal contributions from State and Federal Governments to successfully deliver the project.

**Consultation****1. External Stakeholders**

Not applicable

**2. Other Stakeholders**

Not applicable

**Analysis (Environmental / Economic / Social Implications)**

It is considered that the petition demonstrates support by the community for a local business which would offer positive economic growth and employment opportunities within the City. It also demonstrates there would net social benefit to the community by fulfilling a community need.

**Legal / Policy / Council Plan Impact**Charter of Human Rights and Responsibilities

The Charter of Human Rights and Responsibilities has been considered in the preparation of this report but is not relevant to the content of the report.

Legal

There are no legal implications.

Policy Impacts

No policy implications.

Officer's Declaration of Interests

Council officers involved in the preparation of this report have no conflict of interest in this matter.

**Risk Mitigation**

There are no risk issues.

**Conclusion**

In respect of the document entitled "Planning Permit Applicant No. 108/2018P" in relation to 6 Wesley Court, Skye, the head petitioner will be advised that the application is currently being processed by Council officers, and that objectors (including the head petitioner), will be notified of Council's decision on the application.

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**ATTACHMENTS**

Attachment A: ➡ Petition - Planning Permit Application 108 2018 P 6 Wesley Close Skye (*Under Separate Cover*)

**Executive Summary****11.2 Planning Permit Application - 124/2018/P - 59 Moreton Street, Frankston North - To construct one (1) double storey dwelling to the rear of the existing dwelling (two (2) dwellings)**

*Enquiries: (Michael Papageorgiou: Community Development)*

Council Plan

Community Outcome:	1. Planned City
Strategy:	1.2 Development and Housing
Priority Action	1.2.3 Ensure built form, displays architectural excellence and embodies creative urban design

**Purpose**

This report considers the merits of the planning application 124/2018/P to construct one (1) double storey dwelling to the rear of the existing dwelling (two (2) dwellings) at 59 Moreton Street, Frankston North.

**Recommendation (Director Community Development)**

That a Notice of Decision to Grant a Planning Permit be issued, subject to the conditions contained in the officer's assessment.

**Key Points / Issues**

- It is proposed to construct one (1) double storey dwelling to the rear of the existing double storey dwelling.
- The proposed development is consistent with State and Local Planning Policy Frameworks as it provides for an increase in the diversity and supply of housing stock within the municipality which increases housing choices for residents.
- The proposed development appropriately responds to the Frankston North 1 Neighbourhood Character Precinct and Clause 55 (ResCode).
- A total of three (3) objections were received.
- The application is being reported to Council due to non-compliance with Council's Multi-Dwelling Visitor Parking Guidelines which require one (1) visitor space to be provided on site.

For further information, please refer to the officer's assessment contained within this report.

**Financial Impact**

The State Government has introduced the "Fair Go Rates" system, placing a cap on Council rates which has restricted the level of increases that Council can apply to its rate revenue. Rate revenue constitutes 63 per cent of all Council revenue.

The rate cap over the past two financial years has been 2.5 per cent and 2.0 per cent respectively and is 2.25 per cent in 2018-2019.

The rate cap percentages are based on the consumer price index which relates to the average increase in the prices of a range of goods and services, very few of which apply to the cost drivers of providing local government services. The cost of providing Council services has been increasing well in advance of the rate cap applied by State Government.

Over time this trend may lead to a reduction in the levels of service provided to the community and in Councils ability to fund both new facilities and the ongoing renewal of existing facilities.

**11.2 Planning Permit Application - 124/2018/P - 59 Moreton Street, Frankston North -  
To construct one (1) double storey dwelling to the rear of the existing dwelling  
(two (2) dwellings)****Executive Summary**

Council will continue to evaluate the impacts of rate capping annually and needs to be mindful of these outcomes in all Council decisions.

The permit application fee is \$1,486. The average cost to process a planning application is \$2,265. This shows a difference of \$779 in this case.

**Consultation****1. External Referrals**

The application was not required to be referred externally.

**2. Internal Referrals**

The application was referred internally to Council's Environment Officers, Traffic Engineers and Drainage Engineers who offered no objections to the proposed development subject to the inclusion of conditions.

**Notification of Proposal**

Notification of the planning application was given pursuant to the requirements of Section 52 of the *Planning and Environment Act 1987*.

Notification was given in the form of:

- Mail to adjoining owners and occupiers; and
- One (1) sign erected on the site frontage along Moreton Avenue

As a result of the public notification, three (3) objections were received. The grounds of objection are summarised in the officer's assessment contained within this report.

**Analysis (Environmental / Economic / Social Implications)**

The proposal will have a positive impact on the environment, as it will provide substantial landscaping, including the planting of canopy trees within the site.

The proposed development will create short-term employment opportunities and longer term economic benefits by the increase in the resident population who will assist in stimulating the economy.

The proposed development will provide further diversity in housing within close proximity to existing social and commercial facilities, resulting in net community benefit to Frankston.

**Legal / Policy / Council Plan Impact****Charter of Human Rights and Responsibilities**

The Charter of Human Rights and Responsibilities has been considered in the preparation of this report but is not relevant to the content of the report.

**Legal**

Council has complied with Sections 52, 58, 60, 61 and 62 of the *Planning and Environment Act 1987* in processing the planning permit application.

**11.2 Planning Permit Application - 124/2018/P - 59 Moreton Street, Frankston North -  
To construct one (1) double storey dwelling to the rear of the existing dwelling  
(two (2) dwellings)****Executive Summary**Policy Impacts

Council has assessed the planning permit application in accordance with the relevant State and Local Planning provisions, zones, particular and general provisions of the Frankston Planning Scheme.

Officer's Declaration of Interests

Under Section 80C of the *Local Government Act 1989*, officers providing advice or a report to Council must disclose any direct or indirect interest they have in a matter.

Council officers involved in the preparation of this report have no Conflict of Interest in this matter.

**Risk Mitigation**

There are no risk implications.

**Conclusion**

The proposal is considered to be consistent with State and Local Planning Policy and will provide for appropriate medium density housing in an existing residential area. The design of the development is considered to be satisfactory subject to some minor changes and the inclusion of standard conditions for multi-unit developments.

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**ATTACHMENTS**

- Attachment A: [↓](#) Locality Plan
- Attachment B: [↓](#) Locality Map Aerial
- Attachment C: [↓](#) Neighbourhood Character Precinct.pdf
- Attachment D: [↓](#) Development Plans
- Attachment E: [↓](#) Landscaping Opportunities Plan - 59 Moreton Street, Frankston North

**11.2 Planning Permit Application - 124/2018/P - 59 Moreton Street, Frankston North -  
To construct one (1) double storey dwelling to the rear of the existing dwelling  
(two (2) dwellings)****Officers' Assessment****Summary**

<b>Existing Use</b>	Residential
<b>Site Area</b>	643.82 square metres
<b>Proposal</b>	To construct one (1) double storey dwelling to the rear of the existing dwelling (two (2) dwellings)
<b>Site Cover</b>	46.82%
<b>Permeability</b>	30.17%
<b>Zoning</b>	General Residential Zone (GRZ)
<b>Overlays</b>	None
<b>Neighbourhood Character Precinct</b>	Frankston North 1
<b>Reason for Reporting to Council</b>	Multi Dwelling Visitor Parking Guidelines

**Background*****Subject Site***

The subject site is regular in shape and is situated on the north-eastern side of Moreton Street in Frankston North.

The site has southern (front) and northern (rear) boundaries of 16.76 metres, eastern (side) and western (side) boundaries of 38.40 metres and an overall area of 643 square metres. A 1.83 metre drainage and sewerage easement extends along the rear boundary of the site.

The subject site contains an existing double storey dwelling which adjoins no. 57 Moreton Crescent, two (2) carports, a concrete alfresco area, a galvanised outbuilding (garage) and patches of vegetation. A single crossover is located on the south-eastern side of the property.

***Locality***

The surrounding area is characterised by early post war dwellings with a low-scale appearance and occasional double storey buildings. A sense of openness is maintained by front and rear setbacks which enhance the overall garden setting.

***Site History***

No previous planning applications have been made in relation to the subject site.

***Proposal***

The proposal is summarised as:

**11.2 Planning Permit Application - 124/2018/P - 59 Moreton Street, Frankston North -  
To construct one (1) double storey dwelling to the rear of the existing dwelling  
(two (2) dwellings)**

**Officers' Assessment**

Dwelling	Storeys	No. of Bedrooms	Secluded Private Open Space	Car Parking
1 (Existing)	Double storey	3	68.80 sq. m	2
2 (Proposed)	Double storey	3	74.80 sq. m	2

- Dwelling 1 is an existing double storey dwelling constructed of double brick, consisting of three (3) bedrooms, a meals/kitchen area, living room, laundry, bathroom, detached double carport and other amenities. The secluded private open space area will be situated on the north-western side of the dwelling.
- Dwelling 2 is a proposed double storey dwelling consisting of three (3) bedrooms, an open-plan kitchen/living/meals area, laundry, bathroom, single garage and other amenities. The secluded private open space area will be situated on the northern side of the dwelling.
- The proposed dwelling will be constructed of face brickwork along the first storey, rendering on the second storey and concrete roof tiles. It will have a maximum height of 7.18 metres.
- The dwellings will have a common access way which will utilise the existing crossover, extending along the eastern (side) boundary.

**State and Local Planning Policy Frameworks**

State Planning Policy Framework relevant to this application are summarised as follows:

- Clause 11: Settlement
- Clause 15: Built Environment and Heritage
- Clause 16.01-4: Housing Diversity

Local Planning Policy Framework relevant to this application are summarised as follows:

- Clause 21.04: Settlement
- Clause 21.07: Housing
- Clause 22.08: Neighbourhood Character Policy

**Planning Scheme Controls**

A Planning Permit is required pursuant to:

- Clause 32.01-4: General Residential Zone (GRZ) of the Frankston Planning Scheme for the construction of a dwelling if there is at least one dwelling existing on the lot.

**Notification of Proposal**

The grounds of objection are summarised as follows:

- Loss of Privacy.

**11.2 Planning Permit Application - 124/2018/P - 59 Moreton Street, Frankston North -  
To construct one (1) double storey dwelling to the rear of the existing dwelling  
(two (2) dwellings)****Officers' Assessment**

- Inconsistencies with Neighbourhood Character.
- Noise Pollution/Increased Vehicular Traffic.
- Overshadowing.

**Referrals****Internal Referrals**

The application was referred to Council departments who provided the following comments:

**Traffic Engineers**

Council's Traffic Engineers provided the following comments in relation to the proposal:

- *The parking provision for each dwelling is adequate with: a double carport for the existing dwelling and a single garage with a second car space for Dwelling 2.*
- *Clause 52.06 specify visitor car parking at a rate of 1 per 5 dwellings. A 2 dwelling development therefore attracts no requirement for visitor parking.*
- *Under the FMDVCP, based on the availability of NO on-street car spaces (bus stop restricted parking), this development requires one on-site visitor parking space.*
- *Dimensions of the double car port and single garage are adequate and comply with design requirements.*
- *Under Design Standard 1 of Clause 52.06, the access way serves four car spaces and therefore requires all cars to be able to exit the site in a forward direction. A review of turning movements and reversing is found acceptable under these statutory requirements.*
- *Clause 52.06 nominates clearances near accessway to the footpath. The east property fence is indicated as Palings 1.6m. The existing location of the vehicle crossing is considered acceptable as it located outside a nominal sight triangle with a 2m offset.*
- *The existing vehicle crossing will continue to be utilised with no concerns identified.*

Based on the above comments, Council's Traffic Engineers do not object to the proposal.

**Drainage Engineers**

Council's Drainage Engineers provided the following comments in relation to the proposal:

- *"LPD for this development is to an existing 225mm drain which has an overall depth of approximately 1.50 metres.*
- *The existing driveway is damaged so this will need to be replaced during the development.*

Subject to the inclusion of conditions requiring the reconstruction of the existing crossover, Council's Drainage Engineers do not object to the proposal.

**11.2 Planning Permit Application - 124/2018/P - 59 Moreton Street, Frankston North -  
To construct one (1) double storey dwelling to the rear of the existing dwelling  
(two (2) dwellings)****Officers' Assessment****Environment Officers**

Council's Environment Officers provided the following comments in relation to the proposal:

- *An arborist report has been provided by Glenn Waters of Glenn Waters Arboriculture in June 2018.*
- *The vegetation within the property consists of three (3) exotic species.*
- *Neighbouring trees consist of three (3) exotic, one (1) native weed and one (1) native individual.*
- *The street tree consists of a Eucalyptus leucoxylon (Blue Gum) which will not be impacted on by the property development.*
- *The concreted alfresco area will have to be fully removed (roof and flooring) to provide landscaping area.*
- *The plans indicate that a new concrete driveway is to be installed, within the Tree Protection Zones (TPZ's) of Trees 7 & 8. This will require the driveway to be removed by hand and for the new driveway to be constructed of permeable material.*

Subject to the inclusion of conditions, Council's Environment Officers do not object to the proposal.

**Discussion****State and Local Planning Policy**

The proposal is consistent with the relevant State and Local Planning policies. The development will provide for an appropriately designed medium density infill development that meets the urban consolidation objectives for Melbourne.

The proposal achieves these policies by providing a varying house type which meets the increasing and diverse needs of the community. The proposal also provides for medium density housing which makes better use of existing infrastructure and is appropriately energy efficient.

**Neighbourhood Character and Design Responses**

Council's Neighbourhood Character Policy (Clause 22.08) seeks to ensure that the development is responsive to the key characteristics that make up the preferred character of each precinct. The site is located within the Frankston North 1 (FN1) Neighbourhood Character Precinct. The preferred neighbourhood character statement of the precinct is:

*"The garden settings of the dwellings and the openness of the streetscape will be maintained and strengthened"*

The design objectives of the precinct are addressed below:

- *To reflect the rhythm of existing dwelling spacing.*

The proposal will be adequately setback from side and rear boundaries, with only the single garage of the proposed dwelling abutting the side boundary. This is considered to be in context with the surrounding area, where outbuildings are regularly positioned beside side boundary fences.

- *To maintain the openness of the streetscape.*

**11.2 Planning Permit Application - 124/2018/P - 59 Moreton Street, Frankston North -  
To construct one (1) double storey dwelling to the rear of the existing dwelling  
(two (2) dwellings)**

**Officers' Assessment**

The proposal will retain the existing 0.6 metre high brick front fence, which is a common feature within the immediate area.

- *To ensure that buildings and extensions do not dominate the streetscape.*

The proposed dwelling incorporates a roof with a 22.5 degree pitch, which is considered to be a 'low-pitched' roof form.

**General Residential Zone**

A planning permit is required to construct a dwelling if there is at least one dwelling existing on the lot pursuant to Clause 32.08-6.

The proposal is considered to be consistent with the purposes of the General Residential Zone and the 30% minimum garden area requirement of Clause 32.08-4 is met.

**Clause 52.06**

The purpose of Clause 52.06 is outlined below:

- *To ensure that car parking is provided in accordance with the Municipal Planning Strategy and the Planning Policy Framework.*
- *To ensure the provision of an appropriate number of car parking spaces having regard to the demand likely to be generated, the activities on the land and the nature of the locality.*
- *To support sustainable transport alternatives to the motor car.*
- *To promote the efficient use of car parking spaces through the consolidation of car parking facilities.*
- *To ensure that car parking does not adversely affect the amenity of the locality.*
- *To ensure that the design and location of car parking is of a high standard, creates a safe environment for users and enables easy and efficient use.*

The following table sets out the number of car parking spaces required under Clause 52.06-5 and the proposed car parking layout.

<b>Clause 52.06-5 rate for dwelling</b>	<b>Proposed No. of Dwellings</b>	<b>Car Spaces required by Clause 52.06-5</b>	<b>Proposed Car Parking</b>
Two (2) car parking spaces for each three or more bedroom dwelling	2	2	One (1) double carport and one (1) single garage with a tandem arrangement.

The proposal complies with the requirements of Clause 52.06-5.

Clause 52.06-9 sets out the relevant Design Standards for car parking relating to access ways, car parking spaces, gradients, mechanical parking, urban design, safety and landscaping.

The existing crossover will provide access to both dwellings. The access way will have a minimum width of three (3) metres and will allow vehicles to safely enter and exit the site within a forward direction. Both car parking facilities are appropriately dimensioned as required by the design standards.

**11.2 Planning Permit Application - 124/2018/P - 59 Moreton Street, Frankston North -  
To construct one (1) double storey dwelling to the rear of the existing dwelling  
(two (2) dwellings)****Officers' Assessment**

As such, the proposal is consistent with the requirements of Clause 52.06-9 of the Frankston Planning Scheme.

**Clause 55 (ResCode)**

In accordance with the requirements of the General Residential Zone (GRZ), the application has been assessed against the objectives and standards of Clause 55 as follows:

**Neighbourhood Character and Infrastructure**

- The proposal is consistent with the preferred neighbourhood character as previously mentioned.
- As stated, the proposal will retain the existing 0.6 metre high brick fence which extends along the front boundary.

**Site Layout and Building Massing**

- The development proposes no changes to the front setback as the existing dwelling will be retained.
- The proposed dwelling will have a maximum height of 7.18 metres, which meets the building height requirements.
- The proposal will have total site coverage of 46.82% and a total permeable area of 30.17%, which is consistent with the site coverage and permeability requirements.
- The proposal is considered to be appropriately orientated, ensuring that the majority of living areas and private open space areas have a northerly aspect.
- No communal open spaces are proposed as part of the development.
- The entrances of the dwellings are appropriately positioned and will not be obscured or isolated from the street and internal access way.
- The proposal provides appropriate areas for landscaping within the front setback, internal access way and the private open space of the proposed dwelling. However, it is noted that the existing concrete alfresco area will prevent landscaping from occurring within this space and reduces the overall garden area provided on site. As such, a condition will be included requiring the existing alfresco area to be removed and replaced with appropriate landscaping.
- The existing crossover accounts for approximately 17.90% of the street frontage and is consistent with the access objectives.
- Convenient parking has been provided for both dwellings.
- All habitable room windows are appropriately setback from the communal accessway.

**Amenity Impacts**

- The proposal is compliant with the side and rear setbacks and the wall on boundaries requirements. It is noted that the proposed garage will be situated adjacent to an existing galvanised outbuilding which will limit its overall appearance to neighbouring properties.
- The proposal will not affect daylight to existing windows or north-facing windows and will maintain adequate setbacks.

**11.2 Planning Permit Application - 124/2018/P - 59 Moreton Street, Frankston North -  
To construct one (1) double storey dwelling to the rear of the existing dwelling  
(two (2) dwellings)****Officers' Assessment**

- The submitted 'shadow diagrams' indicate that the neighbouring southern property (no. 57 Moreton Street) will be overshadowed during the morning period, with shadows diminishing by the early afternoon. This overshadowing is considered to be within the acceptable limits in accordance with the standard.
- The proposal could result in overlooking into adjoining properties along the first storey of the proposed dwelling. To address this concern, a freestanding trellis will be proposed within the following areas:
  - Northern (rear) boundary to an overall height of 2.2 metres above natural ground level.
  - Eastern (side) boundary to an overall height of 2.2 metres above natural ground level between the north-eastern corner and the proposed garage of Dwelling 2.

Subject to the inclusion of conditions, the proposal adequately addresses the overlooking objective.
- The proposal will satisfactorily prevent internal overlooking within the proposed development.
- There are no proposed external noise sources that will directly affect the amenity of the dwellings.

**On-Site Amenity and Facilities**

- The proposed dwelling has been designed to facilitate persons with limited mobility and can be modified to be made further suitable for individuals with limited mobility.
- The existing and proposed porch areas are visible from the street frontage and access way and will provide appropriate transitional spaces.
- The proposal will provide appropriate daylight to new windows as required within the relevant objective.
- Both private open areas have a minimum area of forty (40) square metres, with a minimum width of three (3) metres at all points. Both areas are oriented to the north and will achieve adequate solar access.
- Whilst the private open space of the existing dwelling will be partially overshadowed as a result of the northern wall of the proposed dwelling; overall, the northern wall is appropriately setback to provide solar access in accordance with the solar access to open space objective.
- It is noted that six (6) cubic metres of storage space has not be nominated for the existing dwelling. This will be included as a permit condition.

**Detailed Design**

- The proposed dwelling is considered to provide appropriate recession along the second storey, incorporating an appropriate roof form and materials that are consistent with the existing and preferred neighbourhood character.
- As stated, the existing 0.6 metre high brick front fence is to be retained.
- Site services can be installed and readily maintained, however, it is noted that the relevant utilities (i.e. clotheslines) for Dwelling 1 have not been nominated on the submitted plans. This will be included as a permit condition.

**11.2 Planning Permit Application - 124/2018/P - 59 Moreton Street, Frankston North -  
To construct one (1) double storey dwelling to the rear of the existing dwelling  
(two (2) dwellings)****Officers' Assessment****Car Parking and Council's Multi-Dwelling Visitor Parking Guidelines**

The proposal complies with the car parking requirements of Clause 52.06 as two (2) secured car spaces have been provided for each dwelling.

The proposed development has been reviewed against the Council's Visitor Parking Guidelines and accordingly one (1) visitor parking space is required on site as no on-street car parking is permitted in front of the site along Moreton Street due to the designated bus stop. No visitor spaces have been provided on-site.

The non-compliance with the visitor car parking guidelines is acceptable for the following reasons:

- There is limited opportunity on the site to provide additional car parking without having a substantial impact on the proposed development. Each dwelling has been provided with the required number of spaces under the planning scheme provisions.
- Council's Multi-Visitor Parking has previously not been upheld at the Victorian Civil and Administrative Tribunal (VCAT), as outlined in the Tribunal decision of *Polansky v Frankston City Council* [P549/2016]. In this case the Tribunal indicated that the proposal complied with the requirements under Clause 52.06 of the Planning Scheme and that 'the parking rates in the adopted Multi-Dwelling Visitor Car Parking Guidelines do not override the requirements of the Scheme'.

**Cultural Heritage Management Plan**

Although the site is within an area of Aboriginal Cultural Heritage Sensitivity the site has an area of less than 1,100 square metres and therefore a Cultural Heritage Management Plan is not required.

**Response to Grounds of Objection**

Most of the concerns raised by objectors have been addressed above. However, the following requires further discussion.

- *"The proposed development will result in a loss of privacy"*
  - All habitable room windows and private open space areas for the proposed dwelling will be appropriately screened to prevent overlooking into adjoining properties as detailed within Standard B22 of ResCode.
- *"The proposal is inconsistent with the existing neighbourhood character"*
  - Whilst the relevant neighbourhood character description does mention the low profile of dwellings; double storey dwellings remain a common feature within the immediate area, as noted by the existing dwelling proposed for retention and the adjoining double storey dwelling. The proposal incorporates a low-pitched roof form, maintains appropriate spacing along side and rear boundaries and provides appropriate recession along the second storey, as outlined within the relevant neighbourhood character objectives.
- *"The proposal will result in increased noise pollution from future occupants"*
  - The proposed dwelling will be appropriately setback from surrounding dwellings, with the increased number of vehicles having a negligible impact on overall noise levels when considering the residential nature of the area.

**11.2 Planning Permit Application - 124/2018/P - 59 Moreton Street, Frankston North -  
To construct one (1) double storey dwelling to the rear of the existing dwelling  
(two (2) dwellings)****Officers' Assessment**

- *“The proposal will result in excessive overshadowing and will limit solar access to neighbouring properties”*
  - As noted, the proposal will result in partial overshadowing of the neighbouring southern property, but the amount of shadow cast is in compliance with the standard. Overshadowing to the objectors property will be minimal, with the afternoon shadow having a similar influence as the existing side paling fence.
- *“There will be increased vehicular traffic during the construction process”*
  - The construction of the proposed development will require a similar number of workers/vehicles as a proposal to construct a single dwelling on a single lot. The proposal will not result in any more increased vehicular traffic than any other single dwelling development.

**Conclusion**

The proposal is considered to be consistent with State and Local Planning Policy, ResCode (Clause 55) and will provide for appropriate medium density housing in an existing residential area.

The design of the development is considered to be consistent with the existing and preferred neighbourhood character for the Frankston North 1 Precinct. It will not have an unreasonable impact on the amenity or traffic generation on the local road network. It also enables opportunities for meaningful landscaping to take place.

**Recommendation (Director Community Development Community Development)**

That Council resolves to issue a Notice of Decision to Grant a Planning Permit in respect to Planning Permit Application number 124/2018/P for the construction of one (1) double storey dwelling to the rear of the existing dwelling (two (2) dwellings) at 59 Moreton Street, Frankston North, subject to the following conditions:

**Plans**

1. Before the development starts, amended plans to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. When approved, the plans will be endorsed and will then form part of the permit. The plans must be drawn to scale with dimensions and three copies must be provided. The plans must be substantially in accordance with the plans submitted with the application, but modified to show:
  - (a) A notation on all relevant plans that the access way and existing crossover will be reconstructed and/or repaired to the satisfaction of the Responsible Authority.
  - (b) Six (6) cubic metres of storage space and clothesline for Dwelling 1.
  - (c) The existing concrete area and associated alfresco removed and replaced with appropriate landscaping as outlined within Condition 3.
  - (d) A Landscape Plan in accordance with Condition 3.
  - (e) Driveway conditions 6 and 7 notated on all relevant plans.
  - (f) A free-standing trellis in accordance with Condition 8.

**11.2 Planning Permit Application - 124/2018/P - 59 Moreton Street, Frankston North -  
To construct one (1) double storey dwelling to the rear of the existing dwelling  
(two (2) dwellings)****Officers' Assessment**

- (g) All trees growing on the site and on the adjoining properties within 3 metres of the boundaries must be clearly illustrated on all relevant plans to demonstrate canopy width, trunk location and clearly labelled in accordance with the Tree Assessment Report prepared by Glenn Waters dated June 2018 and clearly state whether the tree is to be retained or removed to the satisfaction of the Responsible Authority.
- (h) The Tree Protection Zone and Structural Root Zone for all trees to be retained and the tree protection fence locations must be illustrated on all relevant plans to the satisfaction of the Responsible Authority.

**No Alterations or Changes**

- 2. The development as shown on the endorsed plans must not be altered without the prior written consent of the Responsible Authority.

**Landscape Plan**

- 3. Before the commencement of buildings and works, a landscape plan in accordance with the submitted development plan, prepared by a suitably qualified landscape professional must be submitted to and approved by the Responsible Authority. When approved, the plan will be endorsed and will then form part of the permit. The plan must be drawn to scale with dimensions and three copies must be provided. The plan must show:
  - a. A survey (including botanical names) of all existing vegetation on the site and those located within three (3) metres of the boundary of the site on adjoining properties, accurately illustrated to represent canopy width and labelled with botanical name, height and whether the tree is proposed to be retained and/or removed;
  - b. The tree number, T.P.Z., S.R.Z. and notations regarding protection methods during construction of retained trees;
  - c. Buildings on neighbouring properties within three metres of the boundary;
  - d. The delineation and details of surface finishes of all garden beds, grassed areas, pathways, driveways, retaining walls and other landscape works including areas of cut and fill throughout the development site;
  - e. A planting schedule of all proposed trees, shrubs and ground covers, including botanical names, common names, pot sizes, size at maturity and quantities of each plant;
  - f. A range of plant types from ground covers to large shrubs and trees;
  - g. Landscaping and planting within all open areas of the site;
  - h. Adequate planting densities (e.g.: plants with a mature width of 1 metre, planted at 1 metre intervals);
  - i. The provision of screen planting (minimum mature height of 1.5m) within a landscape strip of 60 centimetres at the interface of the property boundary and driveway;
  - j. The provision of screen planting (minimum mature height of 2.5m) between the driveway and Dwelling 1;

**11.2 Planning Permit Application - 124/2018/P - 59 Moreton Street, Frankston North -  
To construct one (1) double storey dwelling to the rear of the existing dwelling  
(two (2) dwellings)****Officers' Assessment**

- k. A planting theme of a minimum 40% indigenous and 40% native within each plant group;
  - l. All existing environmental weed species are to be removed from the site and environmental and noxious weeds found in the 'Sustainable Gardening in Frankston City' (2015) booklet are not to be planted.
  - m. The provision of suitable canopy trees (minimum two metres tall when planted) in the areas specified below (trees are not to be sited over easements) with species chosen to be approved by the Responsible Authority;
    - i. One (1) within the front setback with a minimum mature height of 8 metres;
    - ii. One (1) within the private open space of (all) dwellings with a minimum mature height of 7 metres;
  - n. The provision of notes on the landscape plan regarding site preparation, including in-ground irrigation system to be provided to all landscaped areas, removal of all weeds, proposed mulch, soil types and thickness, subsoil preparation and any specific maintenance requirements;
  - o. All tree stock used must be in accordance with AS2303-2015 Tree stock for Landscape Use.
4. The landscaping as shown on the endorsed landscape plan must be carried out and completed to the satisfaction of the Responsible Authority before the occupation of the development and/or commencement of the use or at such later date as is approved by the Responsible Authority in writing.
5. The landscaping shown on the endorsed plans must be maintained to the satisfaction of the Responsible Authority, including that any dead, diseased or damaged trees are to be replaced.

**Driveway Construction**

6. The driveway occurring within the Tree Protection Zones of Trees 7 and 8, must be constructed above the existing soil grade and be of air and water permeable material such as sand based paving, with no fine concrete or similar to be used.
7. Root sensitive permeable paving such as 'on-ground' or 'no-dig' paving (or similar) is to be used where any part of the proposed paving comes within a 6 metres and 4.3 metre radius respectively of Trees 7 & 8 (*Pittosporum undulatum* & *Jacaranda mimosifolia*) sited on the eastern neighbours property.

**Free-Standing Trellis**

8. Prior to the occupation of the development, a freestanding trellis (maximum 25% openings) must be erected above the existing fence on the following boundaries of the site:
- Along the northern (rear) boundary to an overall height of 2.2 metres above natural ground level.
  - Along the eastern (side) boundary to an overall height of 2.2 metres above natural ground level between the north-eastern corner and the proposed garage of Dwelling 2.

**11.2 Planning Permit Application - 124/2018/P - 59 Moreton Street, Frankston North -  
To construct one (1) double storey dwelling to the rear of the existing dwelling  
(two (2) dwellings)****Officers' Assessment**

The trellis must appropriately restrict overlooking into the adjoining residential property to the satisfaction of the Responsible Authority. The trellis must be framed and thereafter maintained to the satisfaction of the Responsible Authority.

**Drainage**

9. Provision of a Stormwater Detention System with a volume capable of retarding the 10 year ARI flow from the development site, back to a 5 year ARI pre-development value to the satisfaction of the Responsible Authority.
10. Water Sensitive Urban Design principles (WSUD) are to be incorporated into the drainage design, which may include but not be limited to the following components or a combination thereof:
  - On-site stormwater detention and rainwater tanks.
  - Soil percolation.
  - Stormwater harvesting and Re-use of stormwater for garden watering, toilet flushing, etc.
  - On-site 'bio-treatment' to reduce dissolved contaminants and suspended solids.
11. Existing vehicle crossing shall be removed and reconstructed to Frankston City Council's standards and specifications to the satisfaction of the Responsible Authority.
12. Prior to commencement of construction, detailed Drainage and Pavement design plans of the internal stormwater drainage system including drainage computations and the method of connection to the existing Council drainage infrastructure are to be submitted, approved and constructed to the satisfaction of the Responsible Authority.
13. Where the development involves work on or access to Council controlled land including roads, reserves and right of way, the owner, operator and their agents under this permit must at all times take adequate precautions to maintain works to the highest public safety standards, to the satisfaction of the Responsible Authority.
14. Precautions must include, appropriate signage to AS 1743 Road Works Signing Code of Practice, the provision of adequate barricading of works, including trenches of Service Authorities and any other road openings, sufficient to ensure public safety.
15. All relevant permits must be obtained from Council for works within the existing road reserves, in addition to the planning permit.

**Satisfactorily Completed**

16. Once the development has started it must be continued and completed to the satisfaction of the Responsible Authority.

**Permit Expiry**

17. This permit will expire if one of the following circumstances applies:
  - The development is not started within two years of the date of this permit.

**11.2 Planning Permit Application - 124/2018/P - 59 Moreton Street, Frankston North -  
To construct one (1) double storey dwelling to the rear of the existing dwelling  
(two (2) dwellings)****Officers' Assessment**

- The development is not completed within four years of the issued date of this permit.

In accordance with Section 69 of the Planning and Environment Act 1987, an application may be submitted to the Responsible Authority for an extension of the periods referred to in this condition.

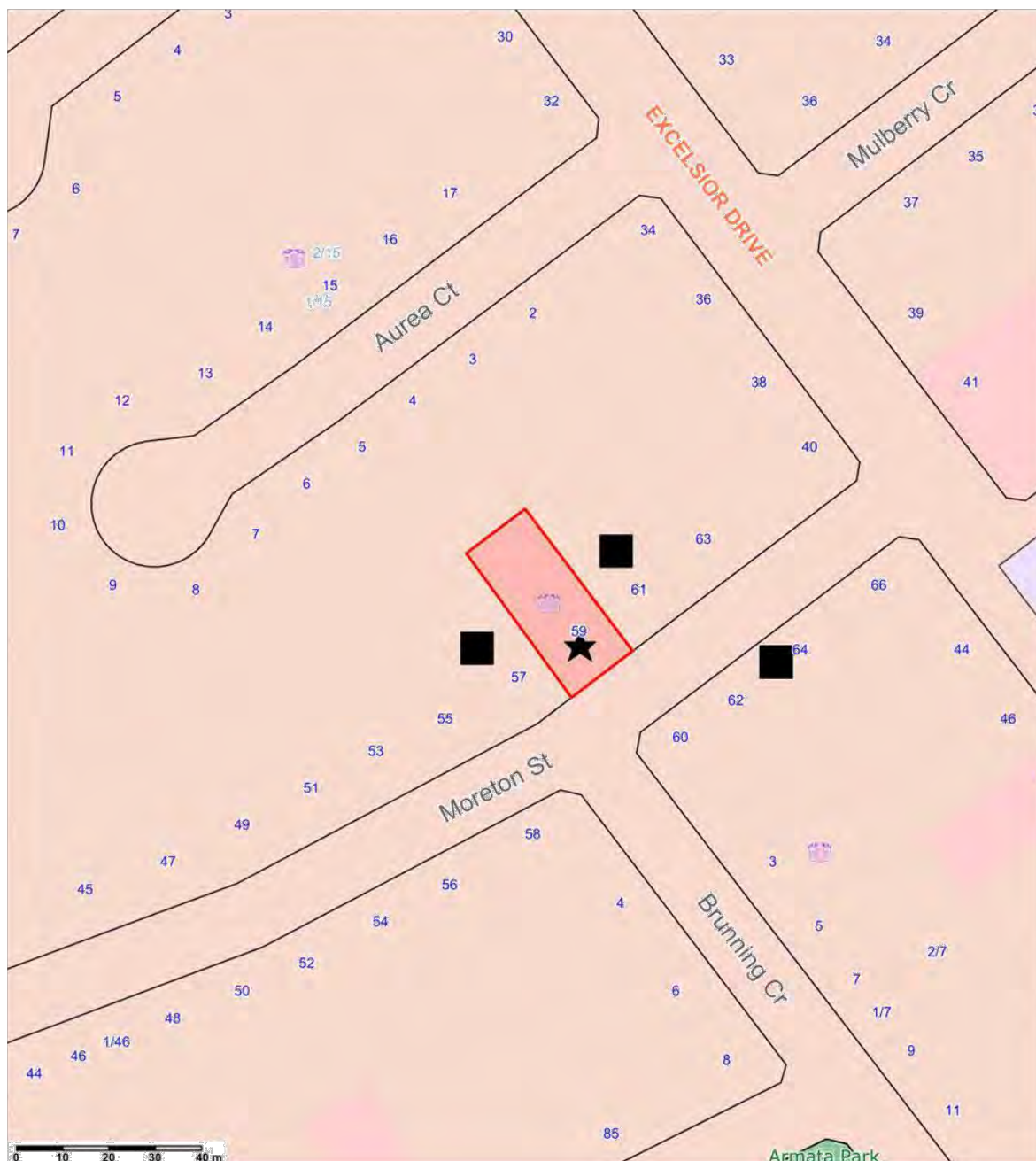
**Notes**

- A. Any request for an extension of time, or variation/amendment of this permit must be lodged with the relevant fee.
- B. Prior to the commencement of construction the operator of this planning permit must obtain a non-refundable Asset Protection Permit from Frankston City Council's Infrastructure Department.
- C. Any request for time extension of this Permit shall be lodged with the relevant administration fee at the time the request is made. Pursuant to Section 69 of the Planning and Environment Act 1987 the Responsible Authority may extend the periods referred to if a request is made in writing within the following prescribed timeframes:
- a. Before or within 6 months after the permit expiry date, where the use or development allowed by the permit has not yet started;
  - b. Within 12 months after the permit expiry date, where the development allowed by the permit has lawfully started before the permit expires.

If a request is made out of time, the Responsible Authority cannot consider the request and the permit holder will not be able to apply to VCAT for a review of the matter.

Locality Map 59 Moreton Street, Frankston North - 124/2018/P

■ Three (3) Objectors ★ Subject Site



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Projection: GDA94 / MGA zone 55

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Date Printed: 10/08/2018



Time Printed: 3:11 PM

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Locality Map 59 Moreton Street, Frankston North - 124/2018/P



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# FRANKSTON NORTH 1

## Character Statement

### Neighbourhood Character Precinct Brochure



#### DESCRIPTION

An area with small, simple dwellings from the early post war eras set in low level garden settings. There is a mix of dwelling styles and front boundary treatments, but the streetscape is open due to the regular front and side setbacks and the low or open front fences. There is a consistent horizontal emphasis of dwelling form, resulting from the low elevations of the buildings and low pitched roofs. The low level gardens are complimented by occasional trees, partly in reserves and nature strips, partly in private gardens.

#### Key Existing Characteristics

- Architectural styles are single storey, predominantly 50s - 60s with scattered more recent infill
- Mixed building materials, including some streets with frequent timber/fibro
- Front setbacks are medium (6-7m) with 1 and 3-4 metre side setback
- Fences are usually low, both open style and brick, with some higher transparent styles
- Gardens are generally established low level with some natives and occasional trees
- Sealed roads have kerbs and footpaths on both sides of the street
- Street trees are medium to large and most are planted in a regular pattern

#### COMMUNITY VALUES

The following aspects of the area are valued by the community:

- Access to open space and bushland reserves
- Large trees and tree canopy
- Diversity of houses

#### PREFERRED NEIGHBOURHOOD CHARACTER STATEMENT

The garden settings of the dwellings and the openness of the streetscape is to be maintained and strengthened by:

- Encouraging consideration of the open garden settings and native trees in the design of dwellings
- Encouraging dwellings that respect the low, horizontal form of buildings in the area
- Ensuring buildings respect the predominant front setback in the street
- Encouraging buildings to be setback from both side boundaries
- Encouraging low front fences

#### Issues / Threats

- Buildings that emphasise the vertical or appear 'box' like
- High, solid front fences



#### IMPORTANT NOTE:

This Neighbourhood Character Precinct Brochure provides additional information to assist in promoting new development that meets Council's Neighbourhood Character policy objectives. It must be read in conjunction with Clause 22.08 Neighbourhood Character Policy of the Frankston Planning Scheme. Should any conflict be identified between the information in this brochure and the provisions of the Frankston Planning Scheme, the Planning Scheme provisions must take precedence. Frankston City Council P.O. Box 490 Frankston Victoria 3199 Telephone 1300 322 322 Email [info@frankston.vic.gov.au](mailto:info@frankston.vic.gov.au) [www.frankston.vic.gov.au](http://www.frankston.vic.gov.au)



# FRANKSTON NORTH 1

## Design Guidelines

### Neighbourhood Character Precinct Brochure

Character Element	Objective	Design Response	Avoid
<b>Vegetation</b>	To encourage strengthening of the garden settings.	Prepare a landscape plan to accompany all applications for new dwellings that utilises low maintenance species and native trees. Retain existing native trees wherever possible.	Lack of landscaping and vegetation. Removal of large native trees.
<b>Siting</b>	To reflect the rhythm of existing dwelling spacing.	Buildings should be sited to create the appearance of space by providing setbacks on both side boundaries and to reflect the existing spacing of buildings in the street.	Boundary to boundary development.
<b>Height &amp; building form</b>	To ensure that buildings and extensions do not dominate the streetscape.	Use low pitched roof forms.	Buildings that exceed by more than one storey the predominant building height in the street and nearby properties. Large, bulky buildings with unarticulated front and side wall surfaces.
<b>Front boundary treatment</b>	To maintain the openness of the streetscape.	Provide low or open style front fences other than along heavily trafficked roads.	High, solid front fencing.

The Objectives define the intention of each Character Element. The Design Responses are assumed to satisfy the relevant Objective. Other Design Responses that meet the Objective may be considered. Refer to the Frankston Planning Scheme for other requirements.

**ADVERTISED PLAN**



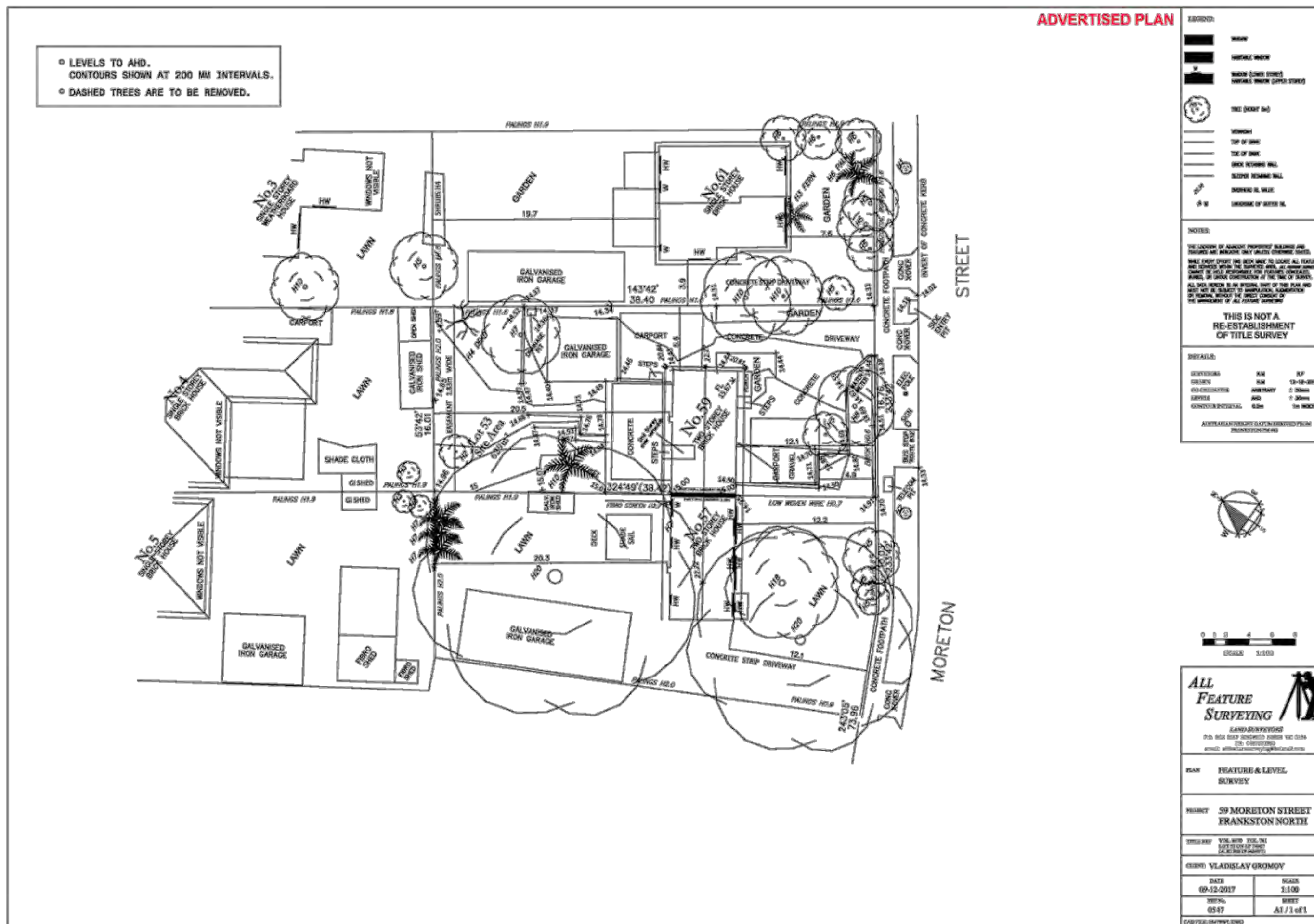
**ALLAN A. ARMSTRONG ASSOCIATES**  
No. 51 MARIANNA WAY MOUNT WAVERLEY VIC 3149

**LIST OF DRAWINGS**

EXISTING SITE CONTEXT PLAN  
PROPOSED DESIGN RESPONSE PLAN  
PROPOSED GROUND FLOOR PLAN  
PROPOSED FIRST FLOOR PLAN  
PROPOSED ELEVATIONS  
SHADOW DIAGRAMS

**PROPOSED PROJECT FOR MR. Vlad Gromov @ 59 Moreton Street, Frankston North**

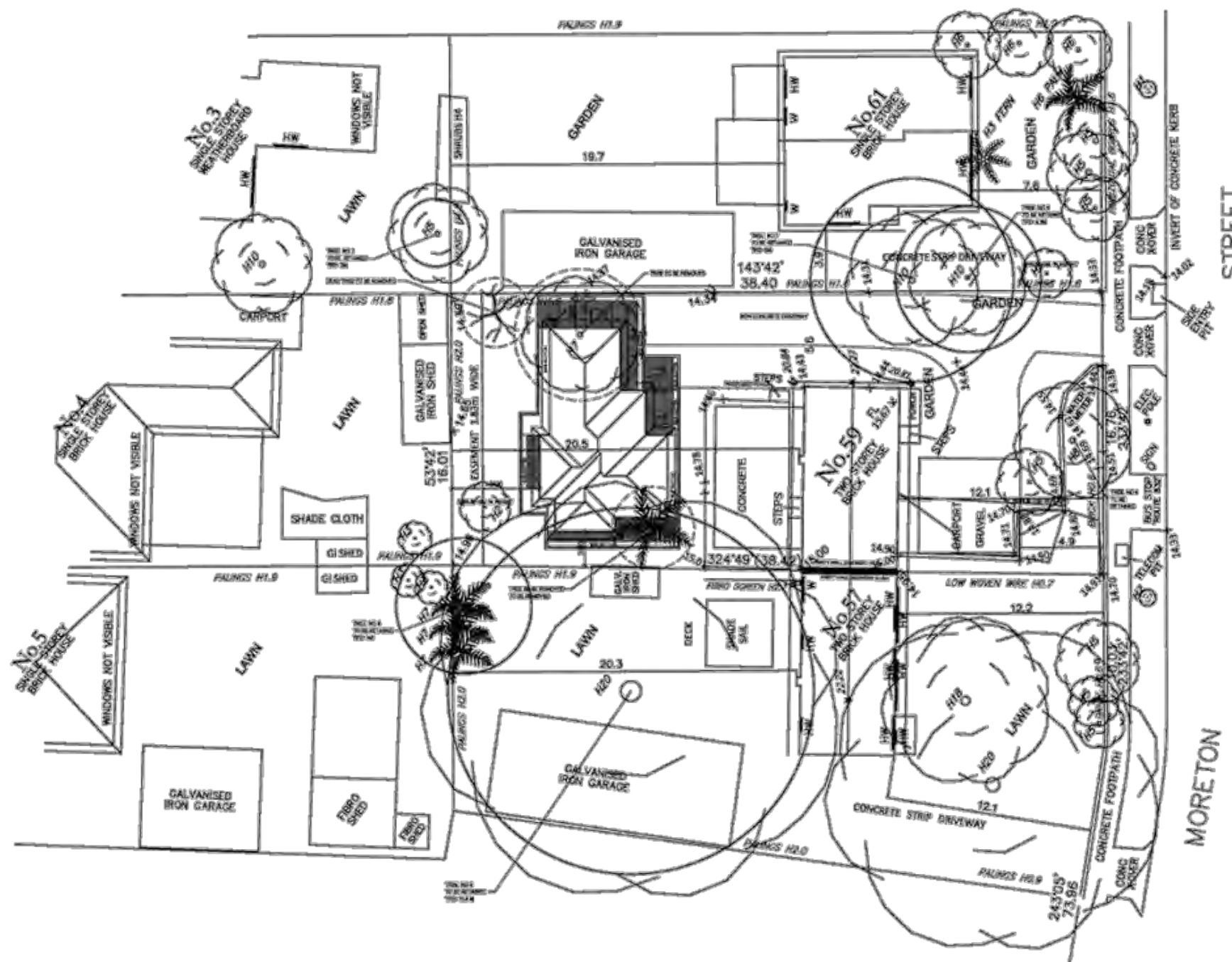
REF NUMBER: C-17-024  
TOWN PLANNING JUNE 2018



ADVERTISED PLAN

NOTE: WRITTEN DIMENSIONS SHALL TAKE PRECEDENCE OVER ANY SCALE  
DO NOT SCALE FROM PLAN

- LEVELS TO AHD.
- CONTOURS SHOWN AT 200 MM INTERVALS.
- DASHED TREES ARE TO BE REMOVED.



BUILDING AREA SCHEDULE:

PROPOSED DWELLING

GROUND FLOOR	96.29	SQ.M
FIRST FLOOR	XX.XX	SQ.M
PORCH	4.03	SQ.M
DECK	-	SQ.M
GARAGE	23.58	SQ.M
FOOTPATH	3.75	SQ.M
DRIVEWAY	113.80	SQ.M (COMMON)
PRIVATE OPEN SPACE	75.58	SQ.M
SECLUDED OPEN SPACE	35.00	SQ.M

TOTAL GROUND FLOOR	127.65	SQ.M
TOTAL FIRST FLOOR	XX.XX	SQ.M
TOTAL HOUSE SIZE	XXX.XXSQ.M	

EXISTING HOUSE

GROUND FLOOR	60.53	SQ.M
FIRST FLOOR	60.53	SQ.M
PORCH	2.00	SQ.M
ALFRESCO	43.81	SQ.M
CARPORT	33.80	SQ.M
FOOTPATH	27.38	SQ.M
DRIVEWAY	113.80	SQ.M (COMMON)
PRIVATE OPEN SPACE	131.52	SQ.M
SECLUDED OPEN SPACE	68.59	SQ.M

TOTAL GROUND FLOOR	167.52	SQ.M
TOTAL FIRST FLOOR	60.53	SQ.M
TOTAL HOUSE SIZE	228.05SQ.M	

TOTAL BUILDING AREA SCHEDULE:

PRIVATE OPEN SPACE	207.10	SQ.M
SECLUDED OPEN SPACE	103.59	SQ.M

UNITS 1 & 2

TOTAL SITE AREA	630.32SQ.M	
SITE COVERAGE	295.17	SQ.M 46.82%
HARD SURFACES	144.93	SQ.M
TOTAL SITE COVERAGE	440.10	SQ.M
PERMEABLE/GARDEN AREA	190.22	SQ.M 30.17%

ALLAN A. ARMSTRONG ASSOCIATES  
No. 11 MARIANNE WAY MOUNT WAVERLEY VIC 3149  
PHONE 95063241. FAX 95063223  
A.C.N 050 025 957 BUILDING PRACTITIONERS NO. DP-4D-1894  
email: aarmstrong@optusnet.com.au

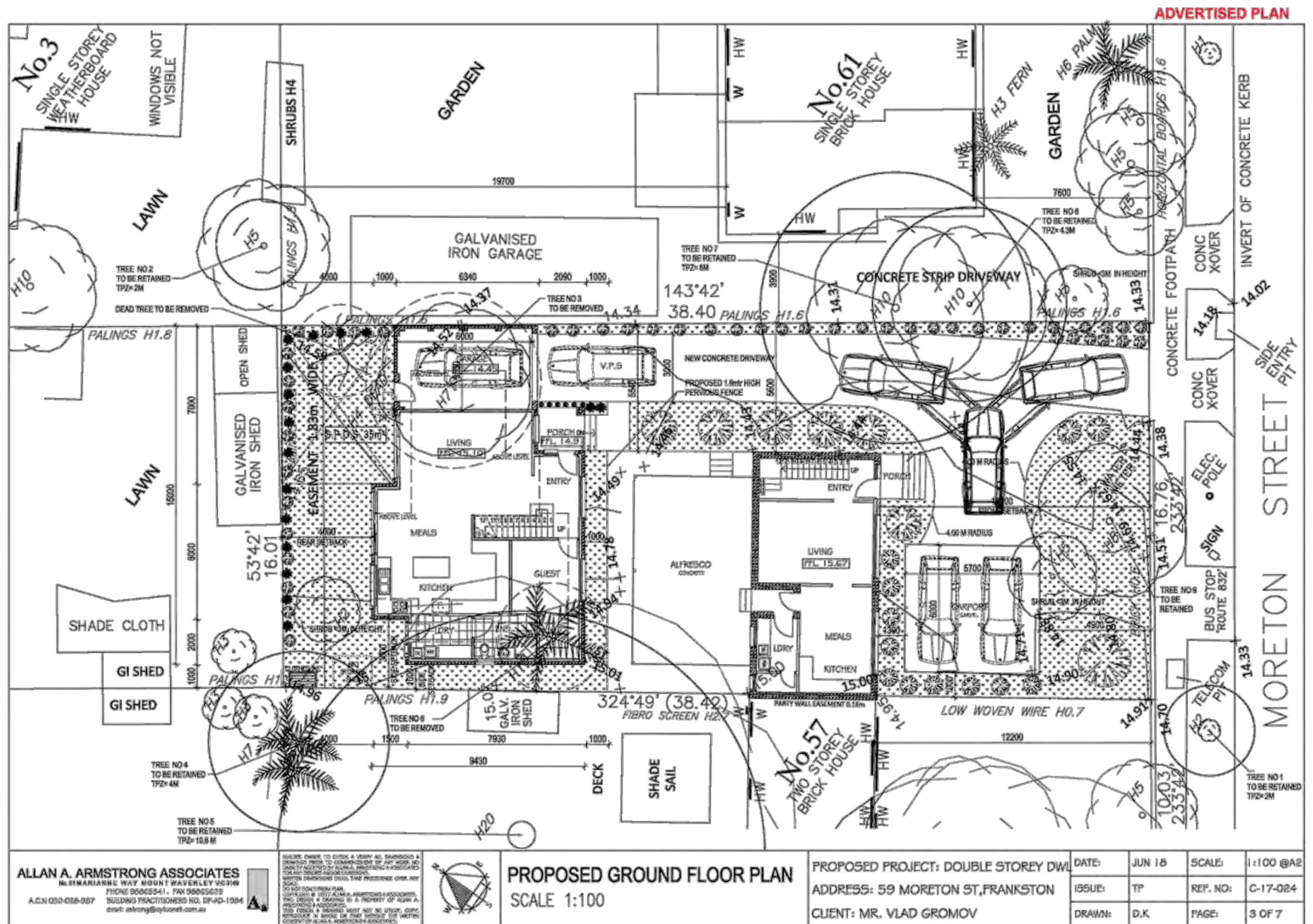
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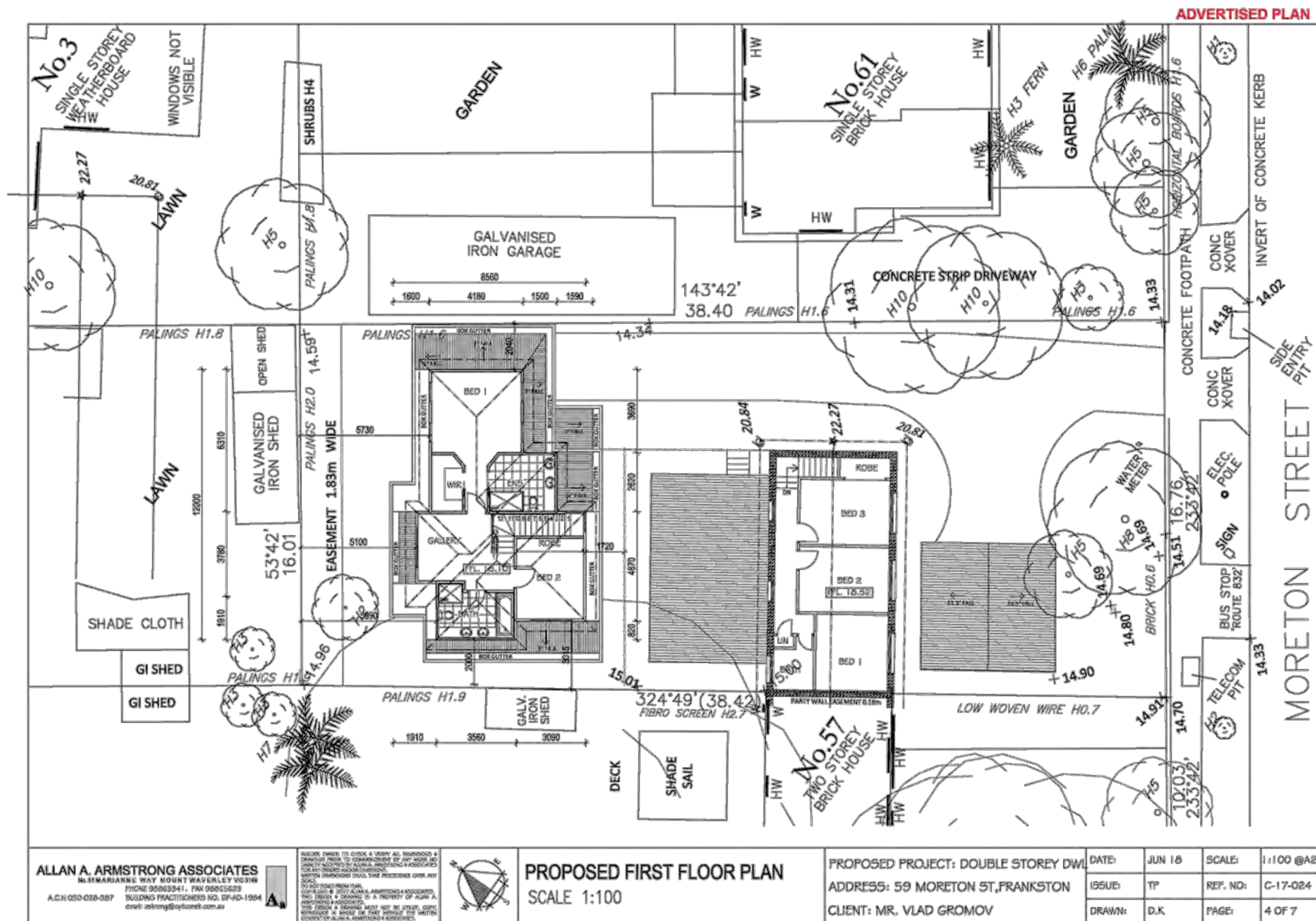


PROPOSED DESIGN RESPONSE PLAN  
SCALE 1:200

PROPOSED PROJECT: DOUBLE STOREY DWL  
ADDRESS: 59 MORETON ST, FRANKSTON  
CLIENT: MR. VLAD GROMOV

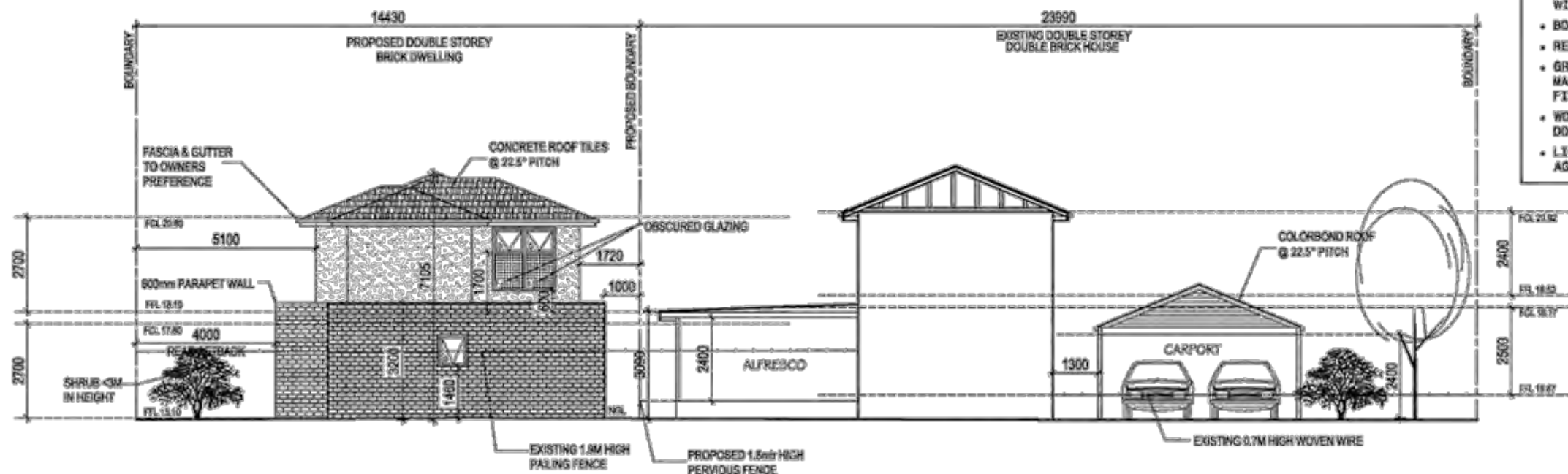
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ISSUE:	TP	REF. NO:	C-17-024
DRAWN:	D.K.	PAGE:	2 OF 7



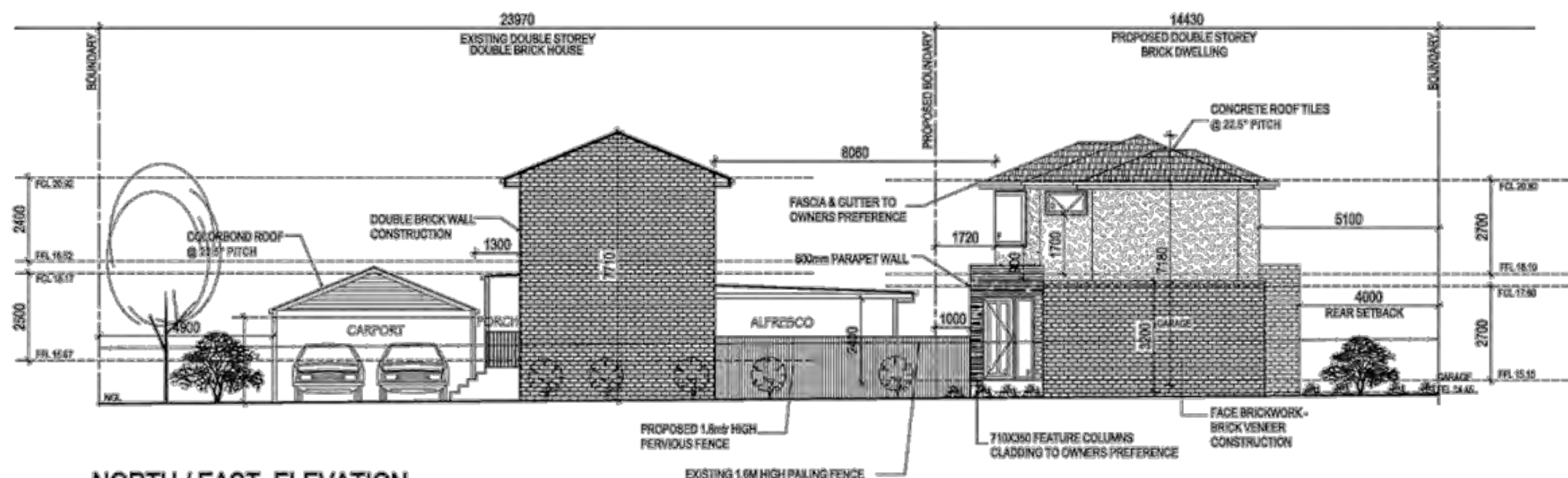


# ADVERTISED PLAN

SCHEDULE OF MATERIALS & FINISHES
CHARCOAL BLACK CONCRETE ROOF
CHIMNEY ASH (DARK GREY) POWDERCOATED FASCIA AND GUTTER
WHITE CREAMY POWDERCOATED ALUMINIUM WINDOWS
BOULDER GREY RENDERING TO FIRST FLOOR
RED BRICKS TO GROUND FLOOR
GREY STACKED STONE FEATURE COLUMN WITH MATCHING BOULDER GREY RENDERING TO FIRST FLOOR
WOOD COLOURED FINISH GARAGE PANEL LIFT DOOR
LIGHT COLOURED EXPOSED CONCRETE AGGREGATE DRIVEWAY



SOUTH / WEST ELEVATION



NORTH / EAST ELEVATION

**ALLAN A. ARMSTRONG ASSOCIATES**  
 14 ST MARIANNE WAY MOUNT WAVERLEY VIC 3149  
 PHONE 95963341 FAX 95963323  
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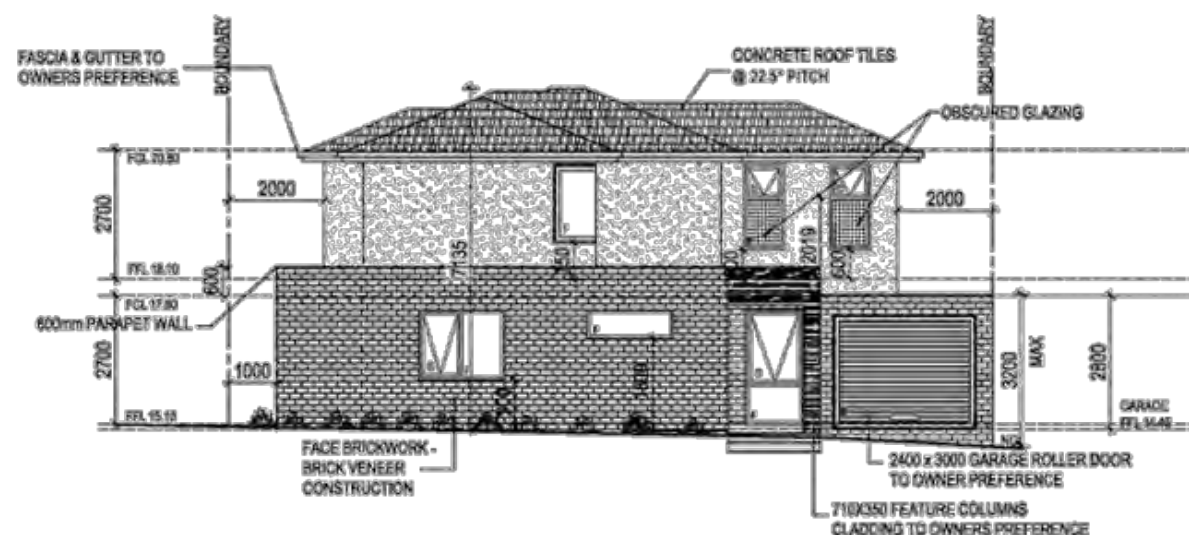
**PROPOSED ELEVATIONS**  
 SCALE 1:100

PROPOSED PROJECT: DOUBLE STOREY DWL  
 ADDRESS: 59 MORETON ST, FRANKSTON  
 CLIENT: MR. VLAD GROMOV

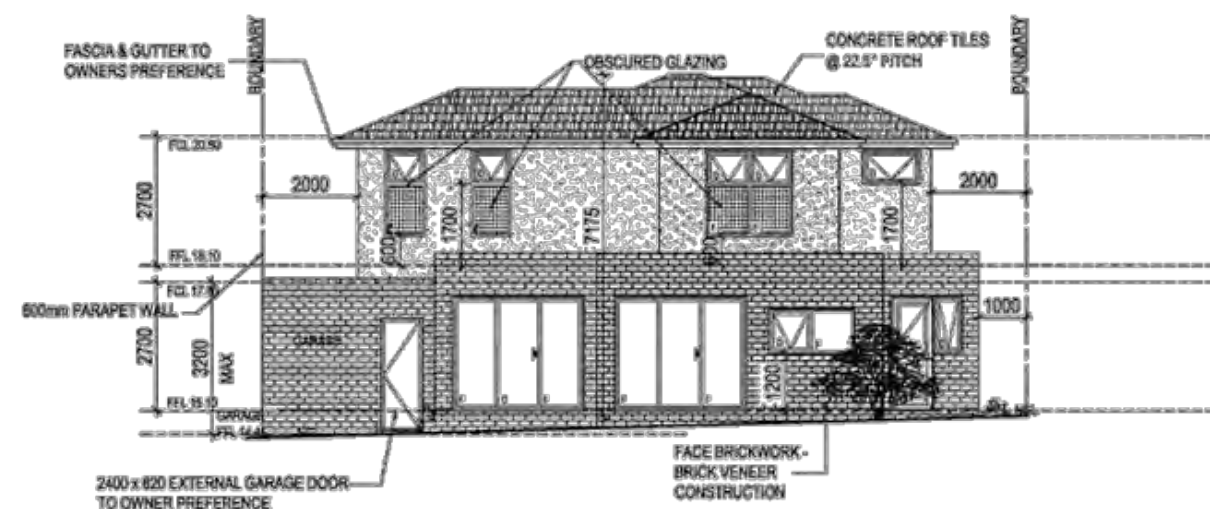
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ISSUE:	TP	REF. NO:	C-17-024
DRAWN:	D.K.	PAGE:	5 OF 7

# ADVERTISED PLAN

SCHEDULE OF MATERIALS & FINISHES
CHARCOAL BLACK CONCRETE ROOF
CHIMNEY ASH (DARK GREY) POWDERCOATED FASCIA AND GUTTER
WHITE CREAMY POWDERCOATED ALUMINIUM WINDOWS
BOULDER GREY RENDERING TO FIRST FLOOR
RED BRICKS TO GROUND FLOOR
GREY STACKED STONE FEATURE COLUMN WITH MATCHING BOULDER GREY RENDERING TO FIRST FLOOR
WOOD COLOURED FINISH GARAGE PANEL LIFT DOOR
LIGHT COLOURED EXPOSED CONCRETE AGGREGATE DRIVEWAY



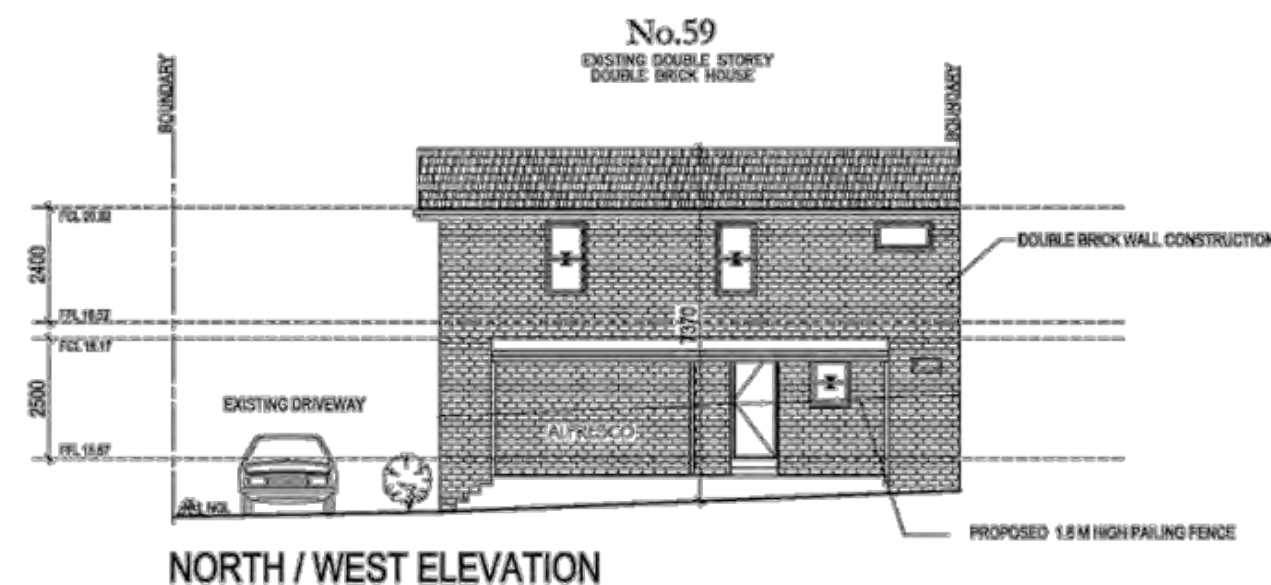
SOUTH / EAST ELEVATION



NORTH / WEST ELEVATION



SOUTH / EAST ELEVATION (MORETON STREET ELEVATION)



NORTH / WEST ELEVATION

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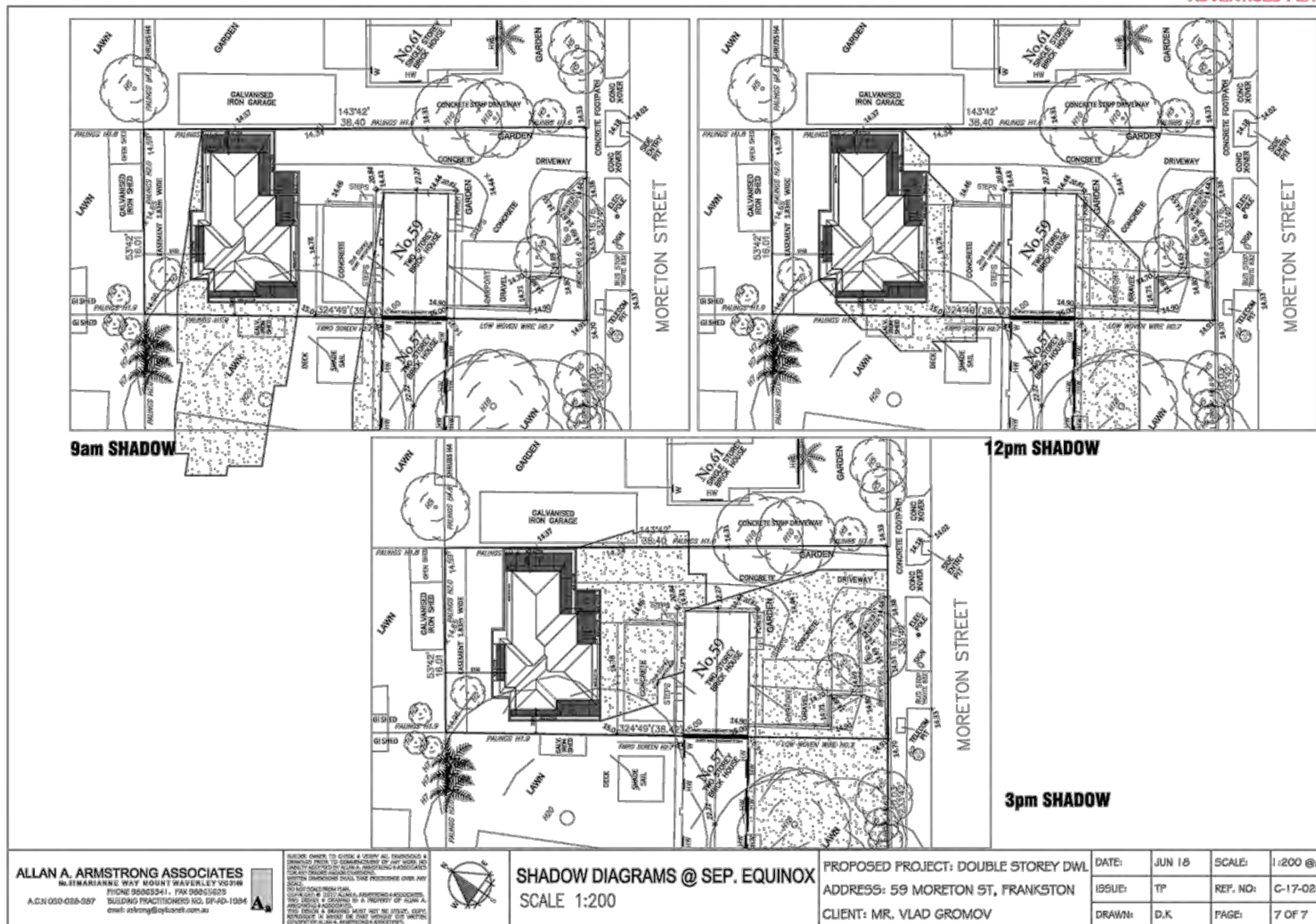
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PROPOSED ELEVATIONS  
SCALE 1:100

PROPOSED PROJECT: DOUBLE STOREY DWL  
ADDRESS: 59 MORETON ST, FRANKSTON  
CLIENT: MR. VLAD GROMOV

DATE:	JUN 18	SCALE:	1:100 @A2
ISSUE:	TP	REF. NO:	C-17-024
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ADVERTISED PLAN



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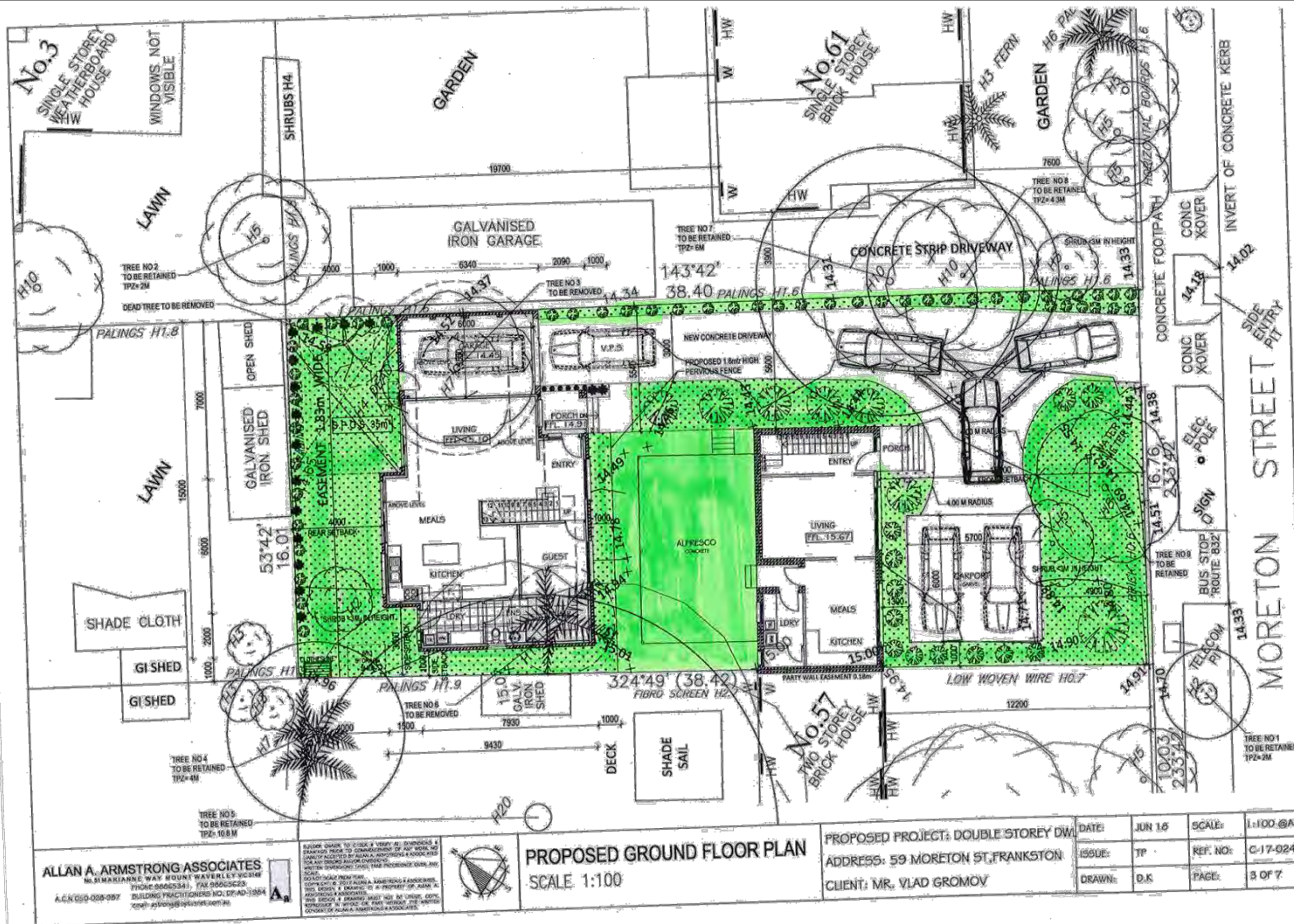
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SHADOW DIAGRAMS @ SEP. EQUINOX  
SCALE 1:200

PROPOSED PROJECT: DOUBLE STOREY DWL  
ADDRESS: 59 MORETON ST, FRANKSTON  
CLIENT: MR. VLAD GROMOV

DATE:	JUN 18	SCALE:	1:200 @A2
ISSUE:	TP	REF. NO:	C-17-024
DRAWN:	D.K.	PAGE:	7 OF 7



**Executive Summary****11.3 Planning Permit No. 17/2018/S173 - 2/4 Bardia Avenue, Seaford - To end Section 173 Agreement AM508289Q which affects Lot 2 of Plan of Subdivision 740036A**

*Enquiries: (Michael Papageorgiou: Community Development)*

Council Plan

Community Outcome:	1. Planned City
Strategy:	1.2 Development and Housing
Priority Action	1.2.3 Ensure built form, displays architectural excellence and embodies creative urban design

**Purpose**

This report considers the merits of an application to end the Section 173 Agreement AM508289Q which affects Lot 2 of Plan of Subdivision 740036A (2/4 Bardia Avenue, Seaford).

**Recommendation (Director Community Development)**

That the Responsible Authority agree to end the registered Section 173 Agreement AM508289Q which affects Lot 2 of Plan of Subdivision 740036A at 2/4 Bardia Avenue, Seaford.

**Key Points / Issues**

- This proposal is to end Section 173 Agreement under the *Planning and Environment Act 1987*.
- The purposes of the registered Section 173 Agreement is to not build or allow to be built on any allotment any building or structure other than that approved under Permit No. 224/2014/P (for a new dwelling behind the existing dwelling at 4 Bardia Ave) which has now expired
- The ending of the Agreement is necessary to enable the land owners to obtain a new approval to develop the subject land at 2/4 Bardia Avenue, for a single dwelling.
- The ending of the Agreement was advertised and no objections were received.
- The proposal is being reported to Council as the application is to end the Section 173 Agreement.

**Financial Impact**

The State Government has introduced the "Fair Go Rates" system, placing a cap on Council rates which has restricted the level of increases that Council can apply to its rate revenue. Rate revenue constitutes 63 per cent of all Council revenue.

The rate cap over the past two financial years has been 2.5 per cent and 2.0 per cent respectively and is 2.25 per cent in 2018-2019.

The rate cap percentages are based on the consumer price index which relates to the average increase in the prices of a range of goods and services, very few of which apply to the cost drivers of providing local government services. The cost of providing Council services has been increasing well in advance of the rate cap applied by State Government.

**11.3 Planning Permit No. 17/2018/S173 - 2/4 Bardia Avenue, Seaford - To end Section 173 Agreement AM508289Q which affects Lot 2 of Plan of Subdivision 740036A****Executive Summary**

Over time this trend may lead to a reduction in the levels of service provided to the community and in Councils ability to fund both new facilities and the ongoing renewal of existing facilities.

Council will continue to evaluate the impacts of rate capping annually and needs to be mindful of these outcomes in all Council decisions.

The fee paid for this application is \$632.80. The average planning application fee is \$2,265. This represents a difference in this case of \$1,633.

**Consultation****1. External Referrals**

No external referrals are required for this application.

**2. Internal Referrals**

No internal referrals are required for this application.

**Notification of Proposal**

Notification of the planning application relating to the Section 173 Agreement was given pursuant to the requirements of Section 178C of the Planning and Environment Act 1987.

Notification was given in the form of:

- Sending notices to all affected properties.

As a result of the public notification, no objections were received.

**Analysis (Environmental / Economic / Social Implications)**

The proposed development will have a negligible impact on the environment.

The proposed ending of the Section 173 Agreement will enable the site to be developed which will create short-term employment opportunities and longer term economic benefits by the increase in the resident population who will assist in stimulating the economy.

The proposed development will provide for further diversity in housing within close proximity to existing social and commercial facilities, resulting in net community benefit for Frankston.

**Legal / Policy / Council Plan Impact****Charter of Human Rights and Responsibilities**

The Charter of Human Rights and Responsibilities has been considered in the preparation of this report but is not relevant to the content of the report.

**Legal**

Council has complied with Section 52, 58, 60, 61 and 62 of the *Planning and Environment Act 1987* in processing the planning permit application.

Council has assessed the ending of the Section 173 Agreement in accordance with the relevant sections of the *Planning and Environment Act 1987*.

**11.3 Planning Permit No. 17/2018/S173 - 2/4 Bardia Avenue, Seaford - To end Section 173 Agreement AM508289Q which affects Lot 2 of Plan of Subdivision 740036A****Executive Summary**Policy Impacts

Council has assessed the planning permit application in accordance with the relevant State and Local Planning Policy provisions, zones, particular and general provisions of the Frankston Planning Scheme.

Officer's Declaration of Interests

Under Section 80C of the *Local Government Act 1989*, officers providing advice or a report to Council must disclose any direct or indirect interest they have in a matter.

Council officers involved in the preparation of this report have no conflict of interest in this matter.

**Risk Mitigation**

There are no risk implications.

**Conclusion**

Overall, it is considered that the proposal is satisfactory and should be supported as discussed throughout this report.

---

**ATTACHMENTS**

Attachment A: [⇒](#) Certificate of Title/Section 173 Agreement (*Under Separate Cover*)

Attachment B: [↓](#) Planning Permit - 224/2014/P

**11.3 Planning Permit No. 17/2018/S173 - 2/4 Bardia Avenue, Seaford - To end Section 173 Agreement AM508289Q which affects Lot 2 of Plan of Subdivision 740036A  
Officers' Assessment****Summary**

<b>Existing Use</b>	Vacant Lot
<b>Site Area</b>	538 square metres (approximately)
<b>Proposal</b>	To end the registered Section 173 Agreement AM508289Q which affects Lot 2 of Plan of Subdivision 740036A at 2/4 Bardia Avenue, Seaford
<b>Site Cover</b>	N/A
<b>Permeability</b>	N/A
<b>Zoning</b>	General Residential Zone
<b>Overlays</b>	Special Building Overlay
<b>Neighbourhood Character Precinct</b>	Seaford 4 Neighbourhood Precinct
<b>Reason for Reporting to Council</b>	Application is to end a Section 173 Agreement.

**Background*****Subject Site***

The subject site is regular in shape and is located on the southern side of Bardia Avenue and west of the Kananook Creek Reserve in Seaford. The subject site is known as Lot 2 of Plan of Subdivision 740036A and has an overall area of approximately 538 square metres.

The subject site is presently vacant with remnant vegetation situated throughout the site.

Access to the subject site is provided via a common crossover and access way located on the north-eastern side.

***Locality***

The site is situated on the southern side of Bardia Avenue in Seaford. Surrounding residential development is characterised by an established residential character, consisting of a mixture of single and double storey dwellings situated within an informal garden setting. The presence of native vegetation in a coastal environment is a distinguishing feature of the area and provides a visual link with nearby natural reserves.

***Site History***

Previous planning permit applications for the site include:

- Planning Permit 224/2014/P was approved on 24 February 2015 for the construction of one (1) double storey dwelling to the rear of the existing dwelling (two (2) dwellings). The permit has now expired.

**11.3 Planning Permit No. 17/2018/S173 - 2/4 Bardia Avenue, Seaford - To end Section 173 Agreement AM508289Q which affects Lot 2 of Plan of Subdivision 740036A  
Officers' Assessment**

- Planning Permit 432/2015/P was approved on 30 October 2015 for a two (2) lot subdivision.

***Proposal***

The proposal is to end the registered Section 173 Agreement AM508289Q which affects Lot 2 of Plan of Subdivision 740036A at 2/4 Bardia Avenue, Seaford.

***Restrictions on Title******Details of Section 173 Agreement***

The title to the subject land is affected by an Agreement under Section 173 of the *Planning and Environment Act 1987* AM508289Q, dated 29 January 2016.

***Restrictive Covenant***

The subject land is also affected by a restrictive covenant (Instrument No. 2169130), which states that the proprietor shall not carry away, excavate or remove stone, earth, clay, gravel or sand except for the purposes of excavating for the foundations of any building to be erected. The proposed application has no relation to this and will not result in a breach to the restrictive covenant.

***Notification of Proposal***

Notification of the planning application to end the Section 173 Agreement was given pursuant to the requirements of Section 178C of the *Planning and Environment Act 1987* whereby all affected parties were notified of the request to end the Section 173 Agreement.

Notification was given in the form of:

- Sending notices to all the affected parties.

As a result of the public notification, no objections were received.

***Discussion******Assessment***

In assessing the application to end the Section 173 Agreement, consideration has been given to the following:

- The purpose of the agreement is to ensure that should the land be subdivided in reliance upon the Subdivision Permit that the land must only be developed in accordance with the development permit – Planning Permit 224/2014/P.
- The agreement is no longer required as Planning Permit 224/2014/P has expired and cannot be acted upon. Further, a new planning application has been lodged to develop the land for a single dwelling within the Special Building Overlay (SBO).
- The ending of the agreement will allow Council to consider the current planning application.
- The intent of the Section 173 Agreement was to ensure development was constructed in accordance with Planning Permit 224/2014/P.

**11.3 Planning Permit No. 17/2018/S173 - 2/4 Bardia Avenue, Seaford - To end Section 173 Agreement AM508289Q which affects Lot 2 of Plan of Subdivision 740036A**  
**Officers' Assessment**

- The ending of the agreement would not disadvantage any person as the development permit has expired and cannot be acted upon. A planning application has been lodged to develop the land with a revised design.
- Residential development is encouraged in the General Residential Zone and any planning approvals would be assessed against the relevant sections of the Frankston Planning Scheme.
- Council approval is proposed to end the existing Section 173 Agreement that applies to 2/4 Bardia Avenue (Lot 2 of Plan of Subdivision 740036A).

**Conclusion**

It is considered the proposal to end the Section 173 Agreement will have not negative impact on amenity of the surrounding area.

Therefore, in accordance with the recommendations of this report, it is considered the application should be supported.

**Recommendation (Director Community Development)**

That Council has given consideration to Section 178E(2)(a) and any other matters in Section 178B of the Planning and Environment Act 1987 in respect to Planning Application 17/2018/S173 and resolves to end Section 173 Agreement AM508289Q which affects Lot 2 of Plan of Subdivision 740036A.



# PLANNING PERMIT

FORM 4 Section 63 & 86

PERMIT NUMBER:	224/2014/P
RESPONSIBLE AUTHORITY:	Frankston City Council
PLANNING SCHEME:	Frankston Planning Scheme
ADDRESS OF THE LAND:	4 Bardia Avenue, Seaford 3198
THE PERMIT ALLOWS:	To construct one (1) double storey dwelling to the rear of the existing dwelling (two (2) dwellings)

## THE FOLLOWING CONDITIONS APPLY TO THIS PERMIT:

### Amended Plans

1. Before the development starts, amended plans to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. When approved, the plans will be endorsed and will then form part of the permit. The plans must be drawn to scale with dimensions and three copies must be provided. The plans must be generally in accordance with the plans submitted with the application (Sheets 1-14 by Concept Studio Building Design, dated October 2014), but modified to show:

- (a) Proposed front fence reduced in height to not more than 1.5m
- (b) Colour of proposed dwelling roof
- (c) Accessway reduced to 3m width south of the front porch of the existing dwelling and abutting the fence where it runs alongside the existing dwelling
- (d) A corner splay at the edge of the accessway and Bardia Avenue frontage meeting Design Standard 1 – Accessways (Clause 52.06-8)
- (e) Existing vehicle crossing removed and replaced with a 4m wide vehicle crossover to match the proposed accessway
- (f) Internal layout of the existing dwelling modified to include the ensuite on southeast corner removed and the space incorporated into the bedroom, with a new window on the south side
- (g) All existing windows of the existing dwelling shown, including on the north side of the living room
- (h) Windows on east elevation of existing dwelling modified to meet Standard B15, to protect residents from vehicular noise. A fence must not be used to meet this standard.
- (i) Storage area to the existing dwelling in accordance of Standard B30.
- (j) All trees within adjoining land retained, including Tree No. 16, as well as Trees No. 43 within the subject land.
- (k) Tree 12 and 14 either retained or replaced with indigenous species of similar size.
- (l) All trees growing on the site and on the adjoining properties within 3m of the boundaries must be clearly illustrated on all relevant plans to demonstrate canopy width, trunk

Date Issued: 24 February 2015

Signature for the  
Responsible Authority

Page 1 of 11



# PLANNING PERMIT

PERMIT NUMBER: 224/2014/P

## Conditions Continued -

location and clearly labelled in accordance with the Arborist Report prepared by Carney & Stone dated revised 7<sup>th</sup> July 2014 and state whether the tree is to be retained or removed to the satisfaction of the Responsible Authority.

- (m) The Tree protection zones for all trees to be retained, structural root zones of Trees No. 16, 33 and 34, and the tree protection fence locations must be illustrated on all relevant plans to the satisfaction of the Responsible Authority.
- (n) The garage of Dwelling 2 and accessway, where they fall within the TPZ of Tree 16, to be of pier and beam construction, in accordance with Condition 7 of this permit to the satisfaction of the Responsible Authority.
- (o) The ramp to Dwelling 2 garage modified to comply with Clause 52.06-8 gradient requirements.
- (p) Relocation of the gate on northeast corner of Dwelling 2 to outside the TPZ of tree no. 16.
- (q) The encroachment of the visitor carpark within the tree protection zone of tree no. 33 and 34 is to be reduced where possible (while maintaining turning circle requirements).
- (r) Vegetation removal reduced to the minimal extent necessary to achieve the defensible space as required in (CFA) Condition 27. Preference for retention must be given to indigenous species and trees considered to be in good health and condition.
- (s) The notation on all relevant plans "that carpark and driveway areas are to be constructed in accordance with condition 11".
- (t) Tree protection conditions noted in accordance with conditions 5, 6 and 7.
- (u) 10000 litre water tank in accordance with condition 27.
- (v) A Landscape Plan in accordance with condition 3.
- (w) Lighting in accordance with condition 25.
- (x) A bushfire management plan in accordance with condition 27.

## No Alteration or Changes

- 2. The development as shown on the endorsed plans must not be altered without the prior written consent of the Responsible Authority.

## Landscaping

- 3. Before the commencement of buildings and works, a landscape plan prepared by a suitably qualified person must be submitted to and approved by the Responsible Authority. When approved, the plan will be endorsed and will then form part of the permit. The plan must be drawn to scale with dimensions and three copies must be provided. The plan must show:

- (a) a survey (including botanical names) of all existing vegetation to be retained and/or removed;
- (b) buildings and trees (including botanical names) on neighbouring properties within three metres of the boundary;
- (c) details of surface finishes of pathways and driveways, retaining walls and areas of cut and fill.

Date Issued: 24 February 2015

Signature for the  
Responsible Authority

Page 2 of 11

TP123 27/06/04



## PLANNING PERMIT

PERMIT NUMBER: 224/2014/P

Conditions Continued -

- (d) A planting theme incorporating trees (planted in the front setback as well as private open space), shrubs and ground covers, of a minimum 20% indigenous and 40% native within each plant group;
- (e) a planting schedule of all proposed trees, shrubs and ground covers, including botanical names, common names, pot sizes, size at maturity and quantities of each plant;
- (f) One canopy tree to a minimum height of five metres (minimum two metres tall when planted):
  - (i) within the private open space of dwelling 1;
  - (ii) Within the front setback of dwelling 1.

Trees are not to be sited over easements.

All species selected must be to the satisfaction of the Responsible Authority.

### Prior to Occupation

- 4. The landscaping as shown on the endorsed landscape plan must be carried out and completed to the satisfaction of the Responsible Authority before the occupation of the development and/or commencement of the use or at such later date as is approved by the Responsible Authority in writing.
- 5. Tree protection must be carried out in accordance with the Australian Standard AS 4970-2009 *Protection of trees on development sites* to the satisfaction of the Responsible Authority.

Prior to the commencement of the development (including vegetation removal), a Tree Protection Fence defined by a 1.8 metre high (minimum) temporary fence constructed using steel or timber posts fixed in the ground or to a concrete pad, with the fence's panels to be constructed of cyclone mesh wire or similar strong metal mesh or netting with a high visibility plastic hazard tape, must be installed 2m west of the proposed Residence 2 from the southern boundary to the northern boundary to the satisfaction of the Responsible Authority. A fixed sign is to be provided on all visible sides of the Tree Preservation Fencing, stating "Tree Preservation Zone - No entry without permission from Frankston City Council".

The requirements below must be observed within this area -

- a) Coarse mulch laid to a depth of 50-100 mm.
- b) No vehicular or pedestrian access.
- c) The existing soil level must not be altered either by fill or excavation.
- d) The soil must not be compacted or the soil's drainage changed.
- e) No fuels, oils, chemicals, poisons, rubbish or other materials harmful to trees are to be disposed of or stored.
- f) No storage of equipment, machinery or material is to occur.
- g) Open trenching to lay underground services e.g. drainage, water, gas, etc. must not be used unless approved by the Responsible Authority to tunnel beneath.
- h) Nothing whatsoever including temporary services wires, nails, screws or any other fixing device is to be attached to any tree.

Date Issued: 24 February 2015

Signature for the  
Responsible Authority

Page 3 of 11



## PLANNING PERMIT

PERMIT NUMBER: 224/2014/P

### Conditions Continued:

- j) No building or any other structure is to be erected.
- j) Tree roots must not be severed or injured.
- k) Machinery must not be used to remove any existing concrete, bricks or other materials.

### Ground Protection

6. The following tree protection conditions apply within the identified Tree Protection Zones for tree no. 16 (6.6m), tree no 33 (8.4m) and tree no 34 (3.72m). All tree protection conditions must be undertaken to the satisfaction of the Responsible Authority.
- a) No excavation works are permitted for the construction of the driveway.
  - b) The existing driveway is to be removed by hand with works overseen by a suitably qualified and experienced Arborist.
  - c) To avoid compaction and damage to the tree trees a layer of organic mulch 200 mm thick must be laid with rumble planks/ crossing planks laid above the mulch where access through the area is required. This ground protection is to be maintained until the construction of the new driveway is completed.
  - d) No fuels, oils, chemicals, poisons, rubbish or other materials harmful to trees are to be disposed of or stored.
  - e) No storage of equipment, machinery or material is to occur.
  - f) Open trenching to lay underground services e.g. drainage, water, gas etc. must not be used unless approved by the responsible authority to tunnel beneath.
  - g) If property boundary fencing is to be removed, a tree protection fence defined by a 1.8 metre high (minimum) temporary fence constructed using steel or timber posts fixed in the ground or to a concrete pad, with the fence's panels to be constructed of cyclone mesh wire or similar strong metal mesh or netting with a high visibility plastic hazard tape, must be installed at the property fence line.
  - h) If machinery is used to remove existing structures, concrete, bricks or other materials it must be located outside of the defined Tree Protection Zones with ONLY the main arm of the machine reaching into this Zone.
  - i) The proposed carpark and driveway areas must be constructed above the existing soil level with a porous and pH neutral material.
7. Within the Tree Protection Zone of tree No. 16, the garage and driveway of Dwelling 2 are to be constructed utilising Root Sensitive Footings such as pier and beam or screw pole footings (or similar). No strip excavation or fill are to be used. Screw pylons are the preferred choice and must be selectively placed with consideration for any significant tree roots that may be present within the soil profile. Minor excavation by hand to 0.5 m deep should be undertaken at the points of pier placements to determine if any significant roots are present. Roots greater than 40 mm in diameter are deemed significant. If such roots are encountered the positioning of the piers must be altered to provide at least 0.3 m of clearance from the roots. An Arborist must be present when undertaking any excavation within the Tree Protection Zones, or if any tree roots are uncovered. Small roots to be hand trimmed in accordance with AS4373-2007.

Date Issued: 24 February 2015

Signature for the  
Responsible Authority

Page 4 of 11

73136 27/09/2015



# PLANNING PERMIT

PERMIT NUMBER: 224/2014/P

Conditions Continued –

## Hand dig footings

8. Excavation for fence footings must be hand dug and overseen by a suitably qualified and experienced Arborist. Any roots with a diameter greater than 40 mm are to be retained and the footing relocated. Small roots to be hand trimmed in accordance with AS4373-2007.

## Tree Pruning

9. All tree pruning (as recommended in the Arborist Report, prepared by Carney and Stone dated revised July 2014) is to be carried out by a qualified and experienced Arborist who has a thorough knowledge of tree physiology and pruning methods. Pruning must be carried out in accordance with Australian Standard AS4373-2007 *Pruning of Amenity Trees*. If pruning works are to be undertaken then these works should be carried out prior to any construction works beginning on site. Any pruning of trees located on a neighbouring property should be undertaken in consultation with the property owner.
10. Any tree pruning required to comply with CFA requirements, is to be undertaken by a qualified Arborist to the Australian Standard – Pruning of Amenity Trees AS4373-1996 and to the satisfaction of the Responsible Authority. Any pruning or removal of tree limbs, particularly hollow-baring tree limbs, must be to the minimum extent necessary.

## Modified paving construction techniques for trees to be retained

11. Root sensitive permeable paving such as 'on-ground' or 'no-dig' paving (or similar) are to be used where any part of the proposed paving falls within the Tree Protection Zone of any tree (including within adjoining land) shown as retained on the endorsed plan.

## Drainage

12. Prior to the commencement of works an A1 size plan of the entire site that complies with MW requirements must be submitted for assessment and approved by the Responsible Authority. The plan must indicate: Existing and finished surface contours, proposed FFL, proposed fencing of open style construction to allow for the conveyance of overland flows, fill depths, retaining wall locations and heights, levels and longitudinal grades of driveway and garage access, to the satisfaction of the Responsible Authority.
13. Provision of a Stormwater Detention System with a volume capable of retarding the 10 year ARI flow from the development site back to a 5 year ARI pre-development value to the satisfaction of the Responsible Authority.
14. Soakage systems for storm water drainage must be provided with Geotechnical design to demonstrate that effective drainage can be provided to cater for a 5 year Average Recurrence Interval (ARI) rain event from the developed site without detriment to premises and/or other properties to the satisfaction of the Responsible Authority.
15. Water Sensitive Urban Design principles (WSUD) are to be incorporated into the drainage design, which may include but not be limited to the following components or a combination thereof:

Date Issued: 24 February 2015

Signature for the  
Responsible Authority

Page 5 of 11

TP/155 27 Oct 2019



## PLANNING PERMIT

PERMIT NUMBER: 224/2014/P

*Conditions Continued*

- On-site stormwater detention and rainwater tanks.
  - Soil percolation
  - Stormwater harvesting and Re-use of stormwater for garden watering, toilet flushing, etc
  - On-site 'bio-treatment' to reduce dissolved contaminants and suspended solids.
16. Prior to commencement of development construction detailed design plans and drainage computations of the internal stormwater drainage system including the method of connection to the existing Council drainage infrastructure are to be submitted and approved to the satisfaction of the Responsible Authority.
17. Vehicle crossing shall be constructed to Frankston City Council's standards and specifications to the satisfaction of the Responsible Authority.
18. Imported fill must be kept to a minimum on the property and should only be used for the sub floor areas of the dwelling, garages and driveway ramp to the satisfaction of the Responsible Authority.
19. Any new fences within the flowpath must be of an open style construction to allow for the conveyance of overland flows to the satisfaction of the Responsible Authority.
20. Prior to occupation of the dwellings hereby permitted by this permit starts, areas set aside for parking vehicles, loading bays, access lanes and paths as shown on the endorsed plans must be:
- (a) Constructed to the satisfaction of the Responsible Authority;
  - (b) Properly formed to such levels that they can be used in accordance with the plans;
  - (c) Surfaced with an all-weather sealcoat; and
  - (d) Drained and maintained to the satisfaction of the Responsible Authority.
- Car spaces, access lanes and driveways must be kept available for these purposes at all times.
21. Where the development involves work on or access to Council controlled land including roads, reserves and right of way, the owner, operator and their agents under this permit must at all times take adequate precautions to maintain works to the highest public safety standards, to the satisfaction of the Responsible Authority.

Precautions must include, appropriate signage to AS 1743 Road Works Signing Code of Practice, the provision of adequate barricading of works, including trenches of Service Authorities and any other road openings, sufficient to ensure public safety.

All relevant permits must be obtained from Council for works within the existing road reserves, in addition to the planning permit.

Date Issued: **24 February 2015**

Signature for the  
Responsible Authority

Page 6 of 11



# PLANNING PERMIT

PERMIT NUMBER: 224/2014/P

## Conditions Continued

22. Prior to the occupation of the permitted development the existing vehicle crossing must be removed and a new 4 metre wide vehicle crossing to Bardia Avenue 1 constructed to the satisfaction of the Responsible Authority.

## Urban Design

23. Mailboxes shall be provided to the proposed dwelling/s to the satisfaction of the Responsible Authority and Australia Post.
24. All plumbing work, sewer pipes etc. (except for spouting and stormwater pipes) associated with the new dwelling shall be concealed from general view.
25. Outdoor lighting must be provided, designed, baffled and located to the satisfaction of the Responsible Authority to prevent any adverse effect on neighbouring land.

## Completion of Buildings and Works

26. Once the development has started it must be continued and completed to the satisfaction of the Responsible Authority.

## Country Fire Authority

### Bushfire Management Plan

27. Before the development starts, a bushfire management plan must be submitted to and endorsed by the Responsible Authority. The plan must show the following bushfire mitigation measures, unless otherwise agreed in writing by the CFA and the Responsible Authority:
- a) Defendable space
- Show an area of defendable space to the property boundary where vegetation (and other flammable materials) will be modified and managed in accordance with the following requirements:
- Grass must be short cropped and maintained during the declared fire danger period.
  - All leaves and vegetation debris must be removed at regular intervals during the declared fire danger period.
  - Within 10 metres of a building, flammable objects must not be located close to the vulnerable parts of the building.
  - Plants greater than 10 centimetres in height must not be placed within 3m of a window or glass feature of the building.
  - Shrubs must not be located under the canopy of trees.
  - Individual and clumps of shrubs must not exceed 5 sq. metres in area and must be separated by at least 5 metres.
  - Trees must not overhang or touch any elements of the building.
  - The canopy of trees must be separated by at least 5 metres.

Date Issued: 24 February 2015

Signature for the  
Responsible Authority

Page 7 of 11



# PLANNING PERMIT

PERMIT NUMBER: 224/2014/P

## Conditions Continued –

- There must be a clearance of at least 2 metres between the lowest tree branches and ground level.

### b) Construction standards

Nominate the minimum Bushfire Attack Level (BAL) to which the building will be designed and constructed of:

- BAL 29 to the western aspect of the building, and
- BAL 19 to the east, north and southern aspects of the building.

### c) Water supply

Show 10,000 litres of effective water supply for fire fighting purposes which meets the following requirements:

- Is stored in an above ground water tank constructed of concrete or metal.
- All fixed above-ground water pipes and fittings required for fire fighting purposes must be made of corrosive resistant metal.

The water supply must also –

- Incorporate a ball or gate valve (British Standard Pipe (BSP) 65mm) and coupling (64 mm CFA 3 thread per inch male fitting).
- The outlet/s of the water tank must be within 4m of the accessway and be unobstructed.
- Be readily identifiable from the building or appropriate identification signage to the satisfaction of CFA must be provided.

Any pipework and fittings must be a minimum of 65 mm (excluding the CFA coupling).

## Melbourne Water

28. Finished ground floor levels of the dwelling must be constructed no lower than 2.41 metres to Australian Height Datum (AHD). The applicable flood level is 2.11 metre to AHD.
29. Any new garage must be constructed with finished floor or surface levels no lower than 2.26 metres to Australian Height Datum (AHD).
30. Imported fill must be kept to a minimum on the property and must only be used for the sub floor areas of the dwelling and garage.
31. The driveway must be constructed at natural surface levels as well as any garden beds/lawns to allow for the conveyance of overland flows.
32. The layout of the site and size, design and location of buildings and works as shown on the submitted plans must not be altered without the prior written consent from Melbourne Water.

Date Issued: **24 February 2015**

Signature for the  
Responsible Authority



# PLANNING PERMIT

PERMIT NUMBER: 224/2014/P

## Conditions Continued

33. Prior to the commencement of works separate application, direct to Melbourne Water, must be made for any new or modified storm water connection to Melbourne Water's drains or watercourses. Prior to accepting an application, evidence must be provided demonstrating that Council considers that it is not feasible to connect to the local drainage system. Contact Asset Services on telephone 9679 6614 for Melbourne Water's connection requirements, including payment of appropriate fees.
34. Prior to the issue of an Occupancy Permit, a certified survey plan, showing finished floor levels (as constructed) reduced to the Australian Height Datum, must be submitted to Melbourne Water to demonstrate that the floor levels have been constructed in accordance with Melbourne Water's requirements.
35. Pollution and sediment laden runoff shall not be discharged directly or indirectly into Melbourne Water's drains or waterways.

## Permit Expiry

36. This permit will expire if:
- (a) The use and development has not commenced within two (2) years of the date of this permit.
  - (b) The use and development is not completed within four (4) years of the date of this permit.

In accordance with Section 69 of the Planning and Environment Act 1987, an application may be submitted to the Responsible Authority for an extension of the periods referred to in this condition.

## Permit Notes

### A Asset Protection Permit

Prior to the commencement of construction the operator of this planning permit must obtain a non-refundable Asset Protection Permit from Frankston City Council's Infrastructure Department.

### B Extension of Time

Section 69 of the Planning and Environment Act, 1987 provides that before the permit expires or within 6 months afterwards, the owner or occupier of the land to which the permit applies may ask the responsible authority for an extension of time. Please note, if a request is made out of time, the Responsible Authority cannot consider the request and the permit holder will not be able to apply to VCAT for a review of the matter.

Date Issued: 24 February 2015

Signature for the  
Responsible Authority

A handwritten signature in black ink, appearing to read "John [unclear]", written over a horizontal line.

Page 9 of 11



# PLANNING PERMIT

PERMIT NUMBER: 224/2014/P

**Conditions Continued –**

Any request for time extension of this Permit shall be lodged with the relevant administration fee at the time the request is made.

**C. Variation to Planning Permit**

Any request for a variation of this Permit shall be lodged with the relevant fee as determined under the Planning & Environment (Fees) (Amendment) Regulations 2008.

**D. Street Numbering**

Local Government is the Authority responsible for property addressing. There is a requirement under Local Law No. 7 2.12 for the owner or occupier of each property to clearly display the street numbering allocated by Council.

Proposed Street Numbering can be provided by contacting Frankston City Council Rates department - Phone 9784 1853.

It is the applicant's responsibility to ensure all owners are notified of the allocated street numbering.

**Melbourne Water**

**E. The applicable flood level for the property is 2.11 metres to Australian Height Datum.**

**F. If further information is required in relation to Melbourne Water's permit conditions shown above, please contact Melbourne Water on telephone 9679 7517, quoting Melbourne Water's reference 238723.**

Date Issued: **24 February 2015**

Signature for the  
Responsible Authority

Page 10 of 11

TP105 27-05-2009

## IMPORTANT INFORMATION ABOUT THIS PERMIT

### WHAT HAS BEEN DECIDED?

The Responsible Authority has issued a permit.

(Note: This is not a permit granted under Division 5 or 6 of Part 4 of the Planning and Environment Act 1987.)

### CAN THE RESPONSIBLE AUTHORITY AMEND THIS PERMIT?

The Responsible Authority may amend this permit under Division 1A of Part 4 of the Planning and Environment Act 1987.

### WHEN DOES A PERMIT BEGIN?

A permit operates:

- from the date specified in the permit, or
- if no date is specified, from:
  - (i) the date of the decision of the Victorian Civil & Administrative Tribunal, if the permit was issued at the direction of the Tribunal, or
  - (ii) the date on which it was issued, in any other case.

### WHEN DOES A PERMIT EXPIRE?

1. A permit for the development of land expires if:
  - the development or any stage of it does not start within the time specified in the permit, or
  - the development requires the certification of a plan of subdivision or consolidation under the Subdivision Act 1988 and the plan is not certified within two years of the issue of the permit, unless the permit contains a different provision; or
  - the development or any stage is not completed within the time specified in the permit, or if no time is specified, within two years after the issue of the permit or in the case of a subdivision or consolidation within 5 years of the certification of the plan or subdivision or consolidation under the Subdivision Act 1988.
2. A permit for the use of land expires if:
  - the use does not start within the time specified in the permit, or if no time is specified, within two years after the issue of the permit, or
  - the use is discontinued for a period of two years.
3. A permit for the development and use of land expires if:
  - the development or any stage of it does not start within the time specified in the permit, or
  - the development or any stage of it is not completed within the time specified in the permit, or if no time is specified, within two years after the issue of the permit, or
  - the use does not start within the time specified in the permit, or, if no time is specified, within two years after the completion of the development, or
  - the use is discontinued for a period of two years.
4. If a permit for the use of land or the development and use of land or relating to any of the circumstances mentioned in Section 6A(2) of the Planning and Environment Act 1987, or to any combination of use, development or any of those circumstances requires the certification of a plan under the Subdivision Act 1988, unless the permit contains a different provision:
  - the use or development of any stage is to be taken to have started when the plan is certified; and
  - the permit expires if the plan is not certified within two years of the issue of the permit.
5. The expiry of a permit does not affect the validity of anything done under the permit before the expiry.

### WHAT ABOUT APPEALS?

- The person who applied for the permit may apply for a review of any condition in the permit unless it was granted at the direction of the Victorian Civil & Administrative Tribunal, in which case no right of review exists.
- An application for review must be lodged within 60 days after the permit was issued, unless a notice of decision to grant a permit has been issued previously, in which case the application for review must be lodged within 60 days after the giving of that notice.
- An application for review is lodged with the Victorian Civil & Administrative Tribunal.
- An application for review must be made on an Application for Review form which can be obtained from the Victorian Civil & Administrative Tribunal, and be accompanied by the applicable fee.
- An application for review must state the grounds upon which it is based.
- An application for review must also be served on the Responsible Authority.
- Details about applications for review and the fees payable can be obtained from the Victorian Civil & Administrative Tribunal.

Application for review forms and guides are available at [www.vcat.vic.gov.au](http://www.vcat.vic.gov.au), Ground Floor 55 King Street Melbourne or by contacting VCAT customer service on (03) 9628-9777.

(LAST PAGE OF PERMIT)

**Executive Summary****11.4 Planning Permit Application 135/2018/P - 1/12-16 Govan Street Seaford -  
To use the site for food and drink premises (tavern), reduction of car  
parking spaces and on - premises liquor licence**

*Enquiries: (Michael Papageorgiou: Community Development)*

Council Plan

Community Outcome:	1. Planned City
Strategy:	1.1 Community Infrastructure
Priority Action	1.1.6 Ensure community infrastructure and services match community need

**Purpose**

This report considers the merits of the planning application to use the site for food and drink premises (tavern), reduction of car parking spaces and on-premises liquor licence.

**Recommendation (Director Community Development)**

That a Notice of Refusal to Grant a Planning Permit be issued.

**Key Points / Issues**

- The applicant proposes to use the existing building for a food and drink premises (restaurant) and providing associated light entertainment.
- The food is proposed to be brought to site by a catering company who owns their own liquor licence.
- Part of the ground floor of the building (approximately 280 sqm) is proposed to be included in the licenced area for an on-premises liquor licence.
- The mezzanine floor (approximately 92 sqm) and the front section of the building excluded from the licenced area and proposed to be used by the staff.
- The initially proposed operating hours were 7am to midnight for 7 days. Applicant subsequently indicated agreement to different operating hours after public notification of the application as follows:
  - Monday to Friday – 5pm to 11pm
  - Saturday, Sunday and public holidays – 9am to 5pm.
- A maximum of 100 patrons and 4 staff members are proposed on site at any one time.
- Only two (2) car parking spaces are available on-site. The application requires a waiver of 38 car parking spaces.
- A business identification sign (2.3sqm) is proposed to be affixed on the façade of the building.
- It is noted that the 'restaurant' is defined in the planning scheme as a 'land used to prepare and sell food and drink, for consumption on the premises'. Since, the applicant proposes no preparation of food within the site, it is considered that the proposed use will operate more as a tavern than a restaurant and the assessment of this application is based accordingly.
- The proposal is not considered consistent with the purpose of the planning policy and controls of the industrial zone.

**11.4 Planning Permit Application 135/2018/P - 1/12-16 Govan Street Seaford - To use the site for food and drink premises (tavern), reduction of car parking spaces and on - premises liquor licence****Executive Summary**

- This matter is required to be reported to Council as it is an application associated with liquor.

For further information, please refer to the officer's assessment contained within this report.

**Financial Impact**

The State Government has introduced the "Fair Go Rates" system, placing a cap on Council rates which has restricted the level of increases that Council can apply to its rate revenue. Rate revenue constitutes 63 per cent of all Council revenue.

The rate cap over the past two financial years has been 2.5 per cent and 2.0 per cent respectively and is 2.25 per cent in 2018-2019.

The rate cap percentages are based on the consumer price index which relates to the average increase in the prices of a range of goods and services, very few of which apply to the cost drivers of providing local government services. The cost of providing Council services has been increasing well in advance of the rate cap applied by State Government.

Over time this trend may lead to a reduction in the levels of service provided to the community and in Councils ability to fund both new facilities and the ongoing renewal of existing facilities.

Council will continue to evaluate the impacts of rate capping annually and needs to be mindful of these outcomes in all Council decisions.

There are no financial implications associated with this report.

The permit application fee paid to Council is \$1,265.60. The average cost to process a planning application is \$2,265, resulting in a difference of \$999.40.

**Consultation****1. External Referrals**

The application was referred externally to Victoria Police

**2. Internal Referrals**

The application was referred internally to Council's Community Strengthening Team and Traffic Engineer.

**Notification of Proposal**

Notification of the planning application was given pursuant to the requirements of Section 52 of the *Planning and Environment Act 1987*.

Notification was given in the form of:

- Mail to adjoining owners and occupiers; and
- One (1) sign erected on the site frontage

As a result of the public notification, six (6) objections were received.

The grounds of objection are summarised in the officer's assessment contained within this report.

**11.4 Planning Permit Application 135/2018/P - 1/12-16 Govan Street Seaford - To use the site for food and drink premises (tavern), reduction of car parking spaces and on - premises liquor licence****Executive Summary****Analysis (Environmental / Economic / Social Implications)**

It is considered that whilst the proposed restaurant may create some economic activity, the extent of the proposed restaurant without adequate car parking facilities is contrary to the purpose of the industrial zoned area and will adversely impact on the productive use and amenity of the surrounding industrial and residential area.

The Council's Community Strengthening team state that the venue is not suitable for the proposed use.

**Legal / Policy / Council Plan Impact**Charter of Human Rights and Responsibilities

All matters relevant to the Charter of Human Rights and Responsibilities have been considered in the preparation of this report and are consistent with the standards set by the Charter.

The Charter of Human Rights and Responsibilities has been considered in the preparation of this report but is not relevant to the content of the report.

Legal

The proposal requires a planning permit under Clause 33.01-1 (Industrial 1 Zone), Clause 52.27 (Licensed Premises), Clause 52.06 (Car Parking), Clause 52.34 Bicycle facilities of the Frankston Planning Scheme.

Policy Impacts

The relevant State and Local Planning Policies are 17 (Economic Development) and 21.08 (Economic Development).

Should a permit be issued, the application will be recommended to become a member of Council's Liquor Accord.

Officer's Declaration of Interests

Under Section 80C of the *Local Government Act 1989*, officers providing advice or a report to Council must disclose any direct or indirect interest they have in a matter.

Council officers involved in the preparation of this report have no Conflict of Interest in this matter.

**Risk Mitigation**

N/A

**Conclusion**

Overall, it is considered that the proposal is not satisfactory and should be refused as presented in this report.

**11.4 Planning Permit Application 135/2018/P - 1/12-16 Govan Street Seaford - To use the site for food and drink premises (tavern), reduction of car parking spaces and on - premises liquor licence**

### **Executive Summary**

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#### **ATTACHMENTS**

- Attachment A: [↓](#) Locality Map (Aerial)  
Attachment B: [↓](#) Locality Map  
Attachment C: [↓](#) Site and floor plans  
Attachment D: [↓](#) Proposed red line plan

**11.4 Planning Permit Application 135/2018/P - 1/12-16 Govan Street Seafood - To use the site for food and drink premises (tavern), reduction of car parking spaces and on - premises liquor licence****Officers' Assessment****Summary**

<b>Existing Use</b>	Industrial
<b>Site Area</b>	412m2
<b>Proposal</b>	To use the site for food and drink premises (tavern), reduction of car parking and bicycle spaces and on-premises liquor licence.
<b>Site Cover</b>	N/A
<b>Permeability</b>	N/A
<b>Zoning</b>	Industrial 1 Zone
<b>Overlays</b>	Special Building Overlay
<b>Neighbourhood Character Precinct</b>	N/A
<b>Reason for Reporting to Council</b>	Application associated with Liquor

**Background****Subject Site**

The subject site is one of four (4) attached industrial buildings. The site is on the west side of Govan Street and vehicular access is provided via a shared crossover. The existing building comprises ground floor (approximately 400 sqm) and a mezzanine floor (approximately 92 sqm). Two car parking spaces are available in front of the building.

**Locality**

The site is within Industrial 1 Zone and the surrounding area along Govan Street is predominantly occupied by various industrial uses. The residential properties are located along Rosslyn Avenue adjoins to the subject site at the rear (the west side).

**Site History**

Previous planning permit applications for the site include:

- Planning Permit 95/7 was issued 14 March 1995 to subdivision of parent site into 4 lots.

There is no record of issuing a planning permit for the building within the site. Records shows building permit approval only for the ground floor area and no record of approving a mezzanine floor or the storage area at the rear.

**11.4 Planning Permit Application 135/2018/P - 1/12-16 Govan Street Seaford - To use the site for food and drink premises (tavern), reduction of car parking spaces and on - premises liquor licence****Officers' Assessment****Proposal**

The applicant has sought permission to use the building for a restaurant which will sell liquor for consumption on the premises. Having regard to the specific characteristics of the proposal, the appropriate permission is not for a 'restaurant', but rather a 'Tavern'. This is discussed later in the report.

Live music is to be provided. Food will be brought to the site by a catering company.

Permission is sought for a maximum of 100 patrons and maximum of 4 staff members to be on site at any one time. Part of the ground floor of the building is proposed to be included in the licenced area.

The premises is proposed to operate Monday to Sunday from 7am to 11pm.

The applicant has indicated that they would accept reduced operating hours of - Monday to Friday – 5pm to 11pm and Saturday, Sunday and public holidays – 9am to 5pm. This has been proposed after the public notification of the application and the application has not formally amended.

Two (2) car parking spaces are provided on site and 40 car parking spaces are required for a tavern pursuant to clause 52.06 of Frankston Planning Scheme. Therefore, the application seeks a waiver of 38 car parking spaces.

Business identification signage (2.3sqm) is proposed to be affixed on the building façade.

**State and Local Planning Policy Frameworks**

State Planning Policy Framework relevant to this application are summarised as follows:

- Clause 17 Industrial land supply

Local Planning Policy Framework relevant to this application are summarised as follows:

- Clause 21.04 Settlement
- Clause 21.08 Economic Development

**Planning Scheme Controls**

A Planning Permit is required pursuant to:

- Clause 33.01-1 (Industrial 1 Zone) – to use the site as a food and drink premises (restaurant).
- Clause 52.27 (Licensed Premises) - to use land to sell or consume liquor (on-premises licence).
- Clause 52.06-3 (Car Parking) - to reduce the car parking spaces required under clause 52.06-5 of Frankston Planning Scheme.
- Clause 52.34-1 (bicycle facilities ) – to reduce the bicycle facilities.

**Notification of Proposal**

As a result of the public notification, six (6) objections (including a petition signed by 12 people) were received. The grounds of objection are summarised in the officer's assessment contained within this report.

**11.4 Planning Permit Application 135/2018/P - 1/12-16 Govan Street Seaford - To use the site for food and drink premises (tavern), reduction of car parking spaces and on - premises liquor licence****Officers' Assessment**

The grounds of objection are summarised as follows:

- A proposed restaurant with liquor licence is not suitable for purpose of industrial area.
- Lack of car parking for the proposed use will adversely affect the surrounding industrial and residential area. This will significantly occupy the on-street car parking spaces of the area.
- Too close to the residential area and traffic generation during the undesirable hours. This will pose security and significant noise issues.
- Proposed live music will cause material detriment to the amenity of the adjoining residential properties.
- Vandalism is likely to occur as people will hang around after hours.
- Venue is not reasonable serviced by public transport and patrons will have to walk reasonable distance.
- Possibility to cause anti- social behaviour at night time on local streets.

A Residents Discussion Meeting was not held as it is considered that the proposal does not achieve the objectives of the Frankston Planning Scheme and is not worthy of support.

**Discussion****External Referrals**

The application was referred to Victoria Police. No response was received.

**Internal Referrals**

The application was referred to Council's Community Strengthening Team who raised the following concerns:

- The long trading period (7am until midnight)
- Inadequate parking for person within the site and on – street parking also will require patrons to walk some distance to their cars.
- The nearest bus stop is located approximately 400m away, and the last bus is approximately at 9:45pm.
- The significant disadvantage of locating commercial businesses in industrial areas as areas are not well activated at night and not conforming to Crime Prevention through Environmental Design( CPTED) principals.

**Traffic Engineer**

- Based on the information provided on the application form for a 100 patron venue, this application is seeking a car parking reduction of at least 38 car parking spaces.

**11.4 Planning Permit Application 135/2018/P - 1/12-16 Govan Street Seaford - To use the site for food and drink premises (tavern), reduction of car parking spaces and on - premises liquor licence****Officers' Assessment**

- Based on the proposed operation hours indicated on the application form i.e 7am to 12am. The traffic consultant made the assumption that customers to the new restaurant will predominately be people/employees that are already within the precinct, so parking demand by customers of this restaurant will be low. While it is a fair assumption, there will be occasions when there be a specially booking or event take place at the restaurant during day time trading hours that require parking for the customers.
- The survey completed by the traffic consultant took place at 7:15pm on a weekday, no survey data available for daytime hours. Observation by officer shown that there are very limited parking opportunities available on-street during day time hours.
- For night time hours, the demand of street parking within this industrial area on any typical day will be very low, and the survey completed by the traffic consultant also demonstrated that to be the case, with up to 71 on-street car parking spaces available within the precinct and 65 spaces available during the survey periods. That provides ample of parking opportunity to cater the shortfall of 38 spaces required for the 100 patron restaurant. With 33 on-street spaces still available for other use by other facilities.
- In view of the above, traffic does not support the waiver of 38 car parking spaces for the proposed 100 patrons restaurant for day time operation, but no objection to waiver of 38 car parking spaces for night time trading period only.

***State and Local Planning Policy***

It is considered that this proposal will not appropriately respond to State and Local Planning Policies as discussed below:

**Clause 17.03-1 Industrial Land Supply**

The objective of this clause is to ensure availability of land for industrial uses.

The relevant strategies are to:

- Protect and carefully plan existing industrial areas to, where possible, facilitate further industrial development.
- Avoid approving non-industrial land uses that will prejudice the availability of land in identified industrial areas for future industrial use.

**Clause 21.04 Settlement**

**Objective 5** - to strengthen existing activity centres and reflect the role of different centres in the hierarchy of activity centres.

As such it is expected to encourage the location of retail, commercial and service business activities within existing activity centres, and discourage out-of-centre development.

The subject site is within the designated industrial area of Seaford. The proposed use will operate as a liquor serving and entertainment premises. It is proposed that the food will be catered from outside and will not prepared within the site. The predominant activity will not be the preparation and serving of food, but rather entertainment and alcohol service with food. The premises will then tend to operate more likely as a bar/tavern (retail premises) type of business.

**11.4 Planning Permit Application 135/2018/P - 1/12-16 Govan Street Seafood - To use the site for food and drink premises (tavern), reduction of car parking spaces and on - premises liquor licence****Officers' Assessment**

The proposed use is likely to detract from the productive use of surrounding land for industrial purposes and as well not supporting the development and vitality of existing activity areas.

It is therefore, considered that this proposal fails to respond appropriately to Local Planning Policies or Municipal Strategic Statement.

**Clause 33.01 Industrial 1 Zone**

The purpose of the zone is as follows;

- *To implement the Municipal Planning Strategy and the Planning Policy Framework.*
- *To provide for manufacturing industry, the storage and distribution of goods and associated uses in a manner which does not affect the safety and amenity of local communities.*

The proposed site is within an area occupied by established industrial uses and adjoins residential properties at the rear.

The site does not have direct access to a main road being accessed through the industrial and residential side streets.

The proposed use has no relationship to industrial use and will not meet the purpose of industrial zone. In other more recent examples where Council has been called upon to consider new liquor-service based uses in industrial zones, the use has included a significant component of industrial production (eg. brewery).

The proposed use will operate as a tavern, with significant components of the use being entertainment and alcohol service and consumption. An industrial area is not a suitable location for a use which has this emphasis – these uses are encouraged to activity centres. As identified by Council's community strengthening team, industrial areas such as this are remote from transport services and are not generally well trafficked or observed. Risks of irresponsible driver behaviour and anti-social behaviour are elevated in these circumstances.

Additionally, the proposed use could contribute to restriction on appropriate industrial activity in this area which is designated for that use. On street parking by patrons of the use can make large vehicle movements difficult, and anti-social behaviour reduces the likelihood of successful businesses operating from this location.

**Clause 52.27 Licence Premises**

The purpose of the clause is as follows:

- *To ensure that licensed premises are situated in appropriate locations.*
- *To ensure that the impact of the licensed premises on the amenity of the surrounding area is considered.*

As discussed above, it is considered that the proposed location of the tavern within an industrial zoned area is not suitable as it does not meet the purpose of the zoning.

The applicant has indicated they are applying for an on-premises licence which normally relates to bar or club uses. (This also indicates that the proposed use is intend to operate more as a tavern as restaurants and cafes should apply for a Restaurant and cafe licence).

**11.4 Planning Permit Application 135/2018/P - 1/12-16 Govan Street Seaford - To use the site for food and drink premises (tavern), reduction of car parking spaces and on - premises liquor licence****Officers' Assessment**

This site is not suitable for substantial liquor service use. It is located adjoining to residential properties and not provided with direct access from any arterial road. The lack of parking within the site and depending on the street parking could cause significant adverse impacts on other uses. Further, the site is not reasonably served by public transport facilities.

Further, there are not measures proposed to minimise the impact of the use to the adjoining residential properties. No details have been provided of proposed noise attenuation in respect of live music for what is a simple industrial building.

***Cumulative Impact***

The State Government has prepared Practice Note 61 ('Licensed premises: Assessing cumulative impact') which provides guidance for assessing the cumulative impact of licensed premises as part of a planning permit application under Clause 52.27 of the planning scheme. According to the practice note, 'Cumulative Impact' refers to both the positive and negative impacts that can result from the clustering of licensed premises. It is a product of the number and type of venues present, the way they are managed, and the capacity of the local area to accommodate these venues.

The practice note states that it 'should' be used for new or expanded licensed premises that will trade past 11pm and is located in a 'cluster' of licensed premises, i.e. where there are three or more licensed premises within a radius of 100m from the subject land; or, 15 or more licensed premises within a radius of 500m from the subject land.

The proposal will not trade after 11pm and there are no other licensed venues within 100m. Therefore it is considered an assessment of the cumulative impact of the proposal is not required.

***Clause 52.06 Car Parking***

Pursuant to Clause 52.06-5, the proposed tavern requires 40 car parking spaces on site at the rate of 0.4 spaces per patron. Only 2 spaces are available on site and a car parking waiver is required for 38 spaces.

The traffic report describes the proposal as a café operating at day time and as a restaurant at night times. It considers a maximum 70 number of patrons would be present between 6pm to midnight. Based on the above, it concludes that on street car parking demand will be 6-8 car parking spaces during day time and 17-24 during the evening.

Council's Traffic engineer commented that the survey completed by the traffic consultant took place at 7:15pm on a weekday, and no survey data is available for daytime hours. The observations revealed that there is very limited parking opportunities available on-street during day time hours. In this view of the above, traffic engineer does not support the waiver of 38 car parking spaces for the proposed 100 patrons restaurant for day time operation.

**11.4 Planning Permit Application 135/2018/P - 1/12-16 Govan Street Seaford - To use the site for food and drink premises (tavern), reduction of car parking spaces and on - premises liquor licence****Officers' Assessment**

As previously mentioned, the application was not formally amended to reduce the operating hours of the business, thus, the assessment based on the operating hours stated in the application form which is 7am to 12 midnight. During these hours the use would be heavily depended on the street parking and this would even spill over to nearby residential roads. The applicant has indicated agreement to revised hours of operation (essentially outside normal business hours – weekday evenings and weekend days). However, whilst on-street car parking is not heavily utilised during these times, introduction of on-street parking by non-industrial uses is still not something encouraged by the planning objectives for this area.

**Clause 52.34 Bicycle Facility**

The proposed tavern, which has a floor area of 400sqm, requires the provision of 1 bicycle parking space under Clause 52.34 of the Frankston Planning Scheme. None is provided on-site. It is considered, the facility could provide a space if a permit issues, required by permit condition.

**Response to Grounds of Objections**

The objectors' concerns have been addressed on the above assessment. Overall it is considered that the proposed tavern is not suitable for the proposed location and would impact on the amenity of the adjoining residential properties.

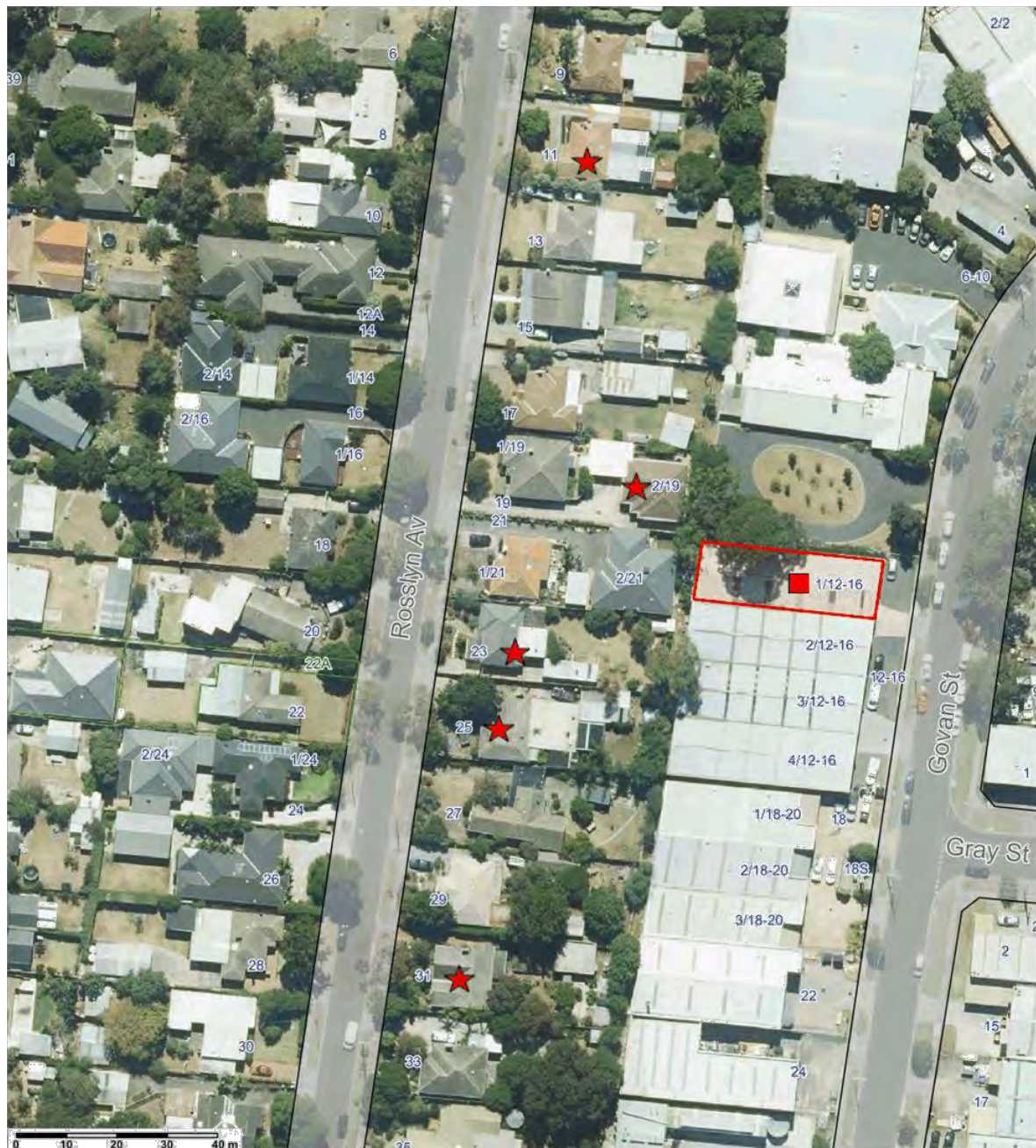
**Recommendation (Director Community Development)**

That Council resolves to issue a Notice of Refusal to Grant a Planning Permit in respect to Planning Permit Application number 135/2018/P for use the site for food and drink premises (tavern), reduction of car parking spaces and on-premises liquor licence at 1/12-16 Govan Street, Seaford on the following grounds;

1. The proposal is inconsistent with the objectives of the Local Planning Policy Framework and Municipal Strategic Statement of the Frankston Planning Scheme, including:
  - a. Clause 17.03-1 – Industrial Land Supply
  - b. Clause 21.04 - Settlement
2. The proposed use does not satisfy the purpose of Clause 33.01- Industrial 1 Zone of the Frankston Planning Scheme.
3. The proposal does not satisfy the purpose of Clause 52.27 - Licensed Premises of the Frankston Planning Scheme.
4. Insufficient car parking is provided for the use, with reliance on public street parking being inappropriate in this location and for the hours of operation proposed.
5. The proposal would have an unreasonable, detrimental effect on the amenity of the locality by way of noise generation, traffic and parking impacts, and potential patron behaviour.
6. The site is not a suitable location for the proposed use.

Town Planning Application 135/2018/P – 1/12-16 Govan Street, Seaford

■ Subject site ★ Objectors



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Date Printed: 16/08/2018

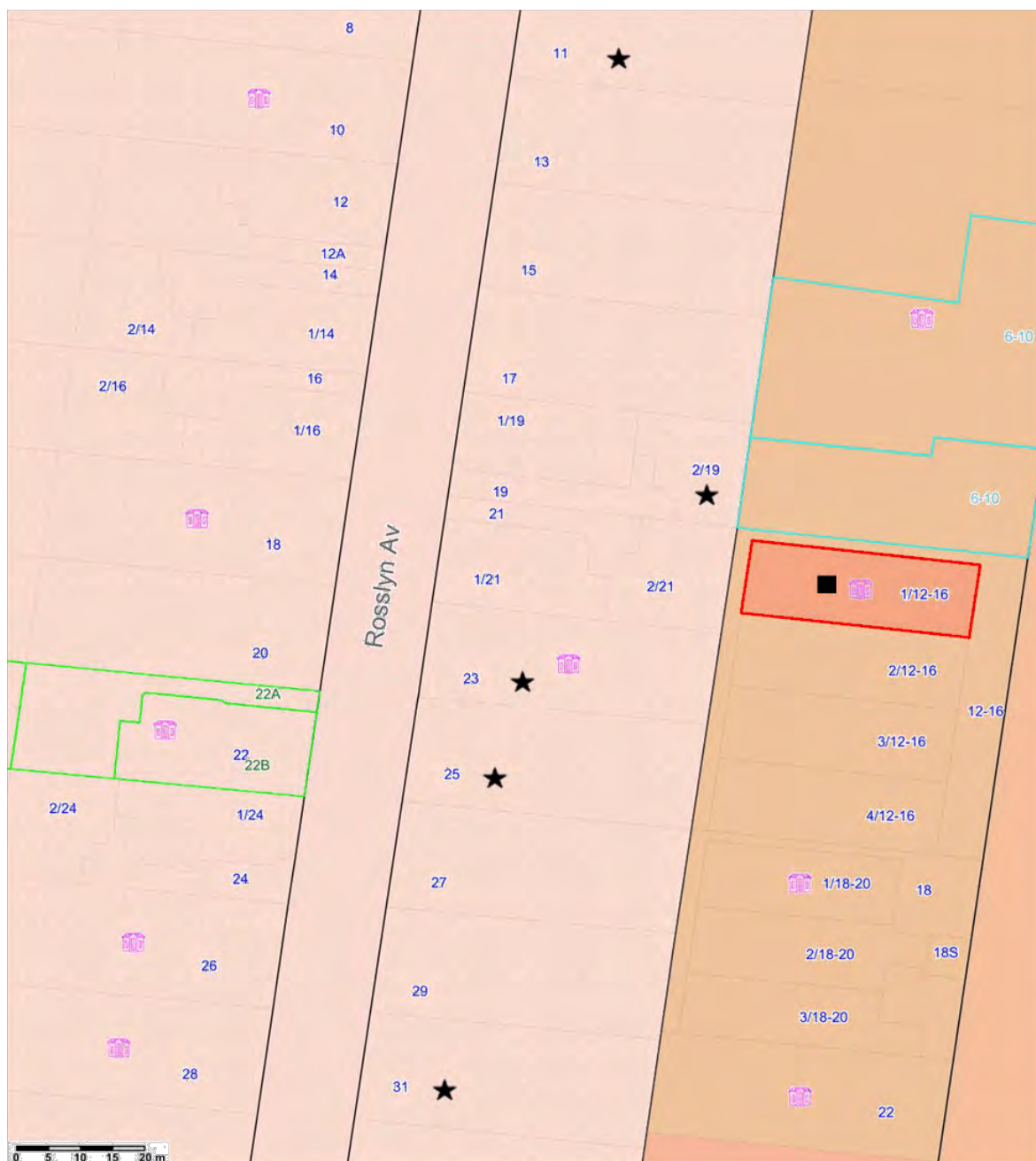
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Issued by: Kirsty Burns



Town Planning Application 135/2018/P – 1/12-16 Govan Street, Seaford

■ Subject site ★ Objectors



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Projection: GDA94 / MGA zone 55

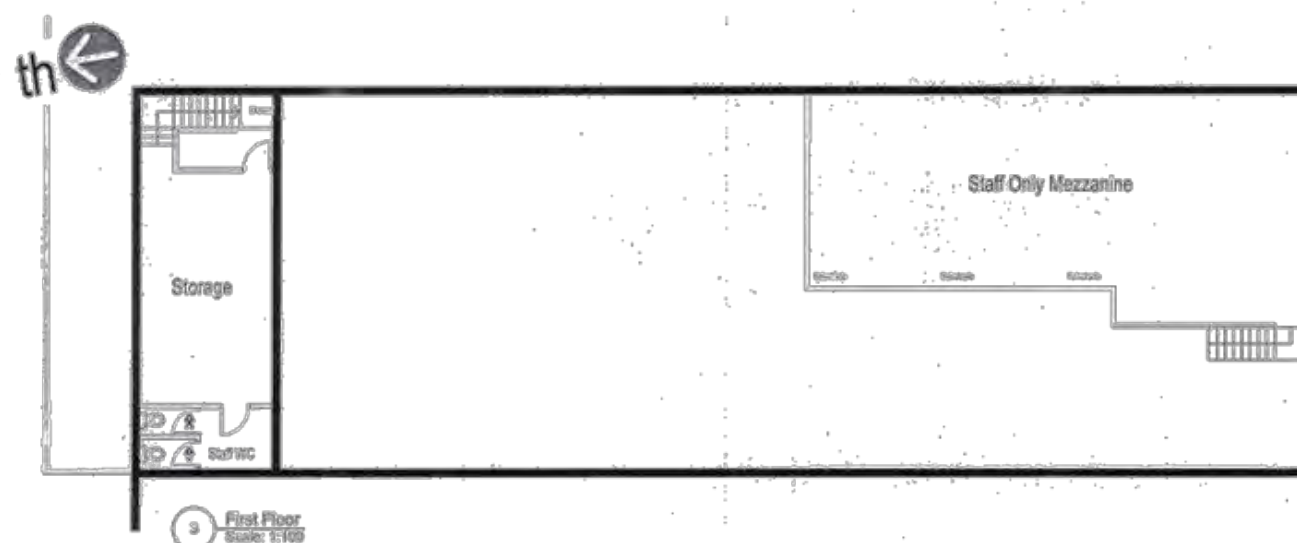
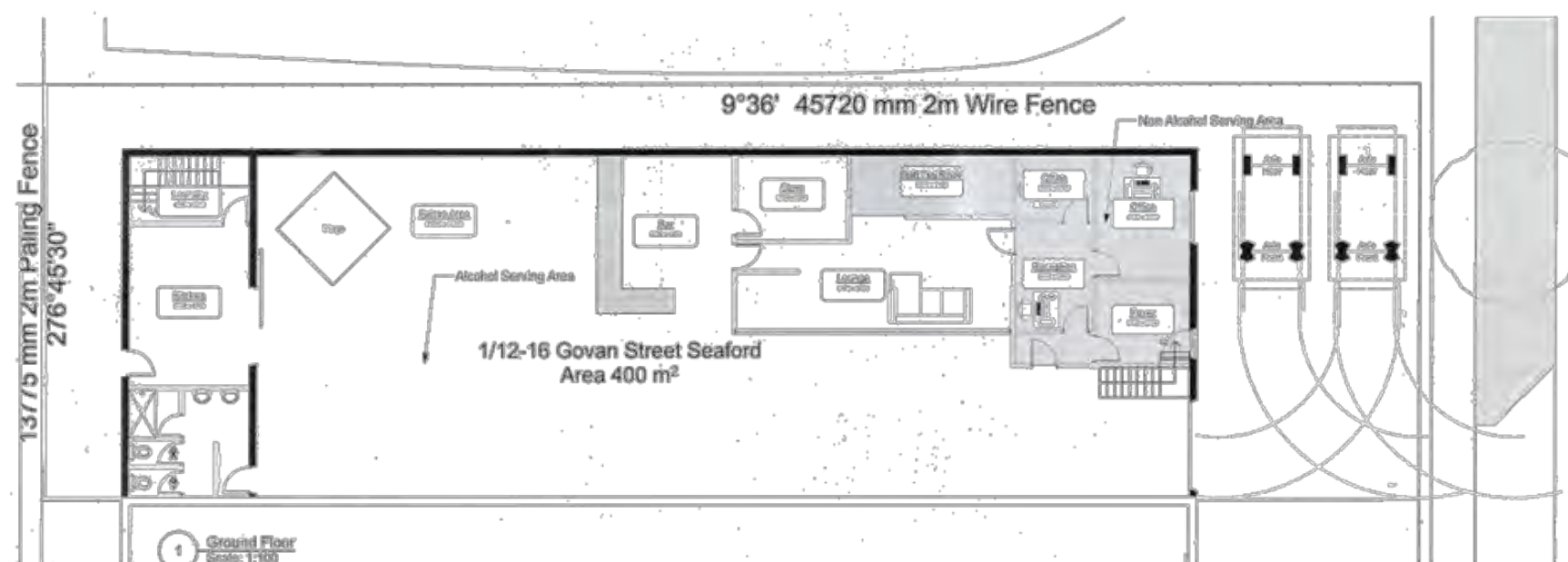
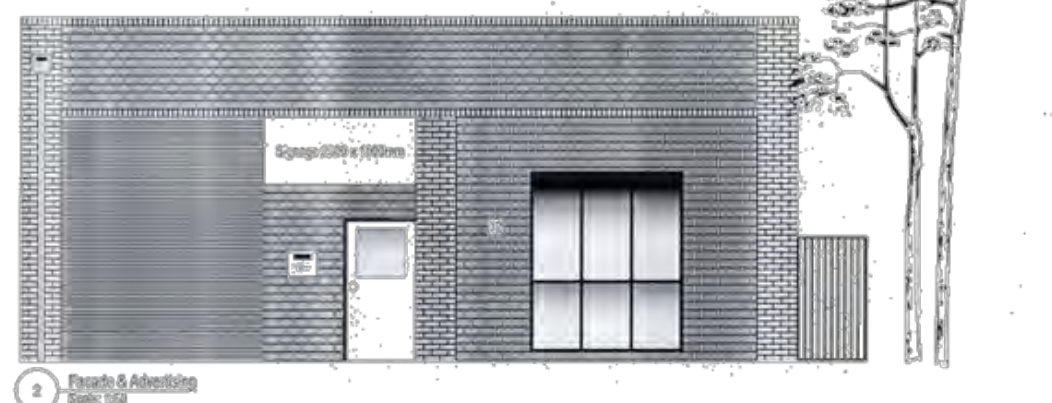
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NO. DATE NOTE  
THE BUILDER IS RESPONSIBLE FOR THE SETTING OUT OF THE WORKS, THE CHECKING OF ALL DIMENSIONS AND LEVELS ON SITE, AND REPORTING ANY DISCREPANCIES TO THE PROPRIETOR BEFORE COMMENCEMENT OF WORK. DO NOT SCALE FROM DRAWINGS.

Client  
**Paul Casey**

Address  
**1/12-16 Govan Street  
Seaford VIC 3199**

Project  
**Food and Drink Premises**

Drawing  
**site plan**

**D4 Design & Draft**  
ABN 12 252 030-363  
BDV Member 1099  
Energy Rater VIC/BDV/104031  
RBP DP-AD 19539

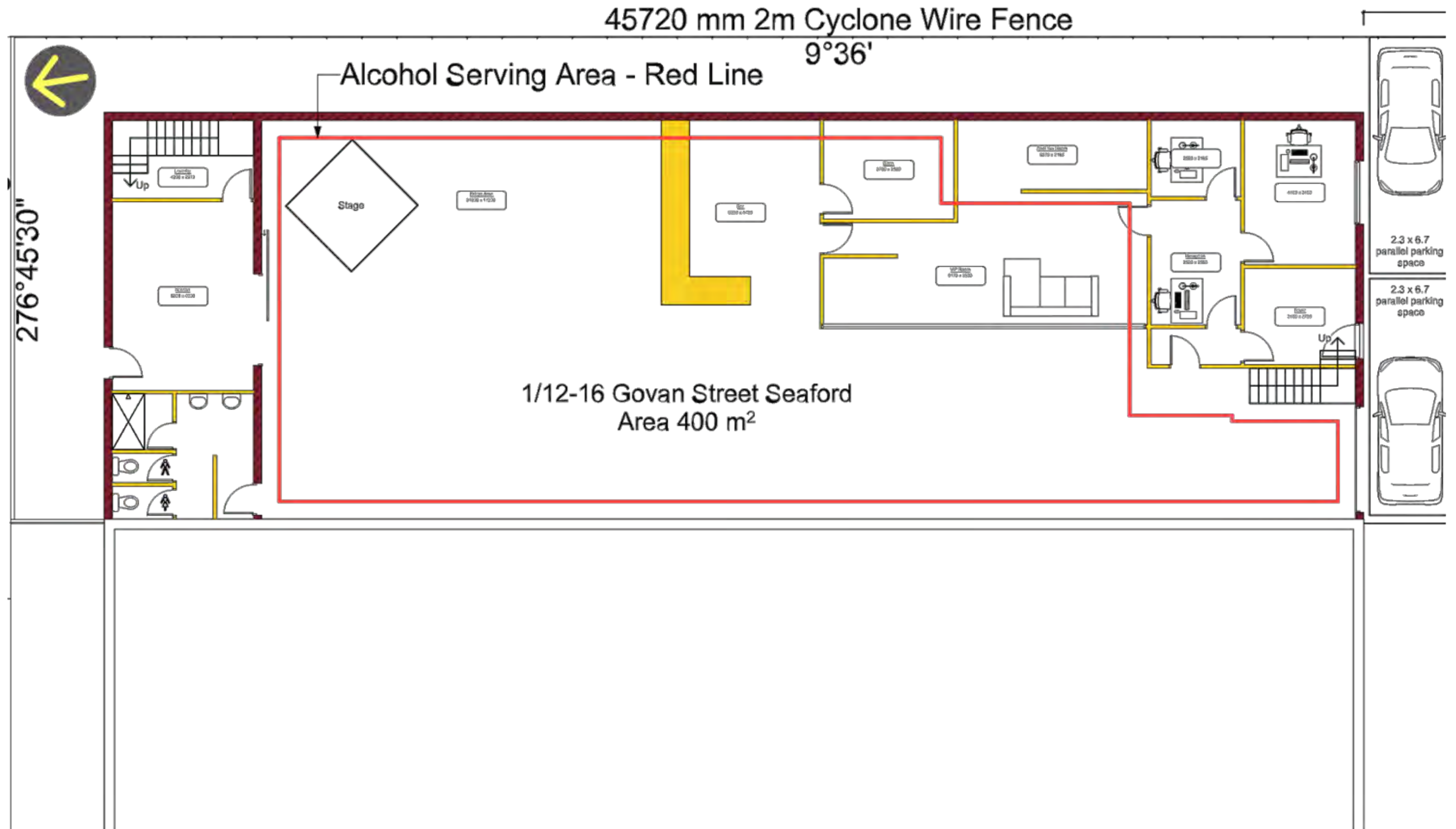
T (03) 9773 9439  
E info@d4design.com.au  
7 Cassar Place  
Patterson Lakes, Vic. 3197

Dwg No.  
**Sht-1**

Date

Job No.  
**Job 841**

Rev.



**Executive Summary****11.5 Planning Permit Application 518/2017/P - 105 Humphries Road Frankston South - Use and development of the land for a child care centre.**

*Enquiries: (Michael Papageorgiou: Community Development)*

Council Plan

Community Outcome:	1. Planned City
Strategy:	1.2 Development and Housing
Priority Action	1.2.3 Ensure built form, displays architectural excellence and embodies creative urban design

**Purpose**

This report considers the merits of the planning application for the use and development of the land for a child care centre at 105 Humphries Road Frankston South.

**Recommendation (Director Community Development)**

That should a review not have been lodged under S79 of the Planning and Environment Act 1987 at the Victorian Civil and Administrative Tribunal for the use and development of the land at 105 Humphries Road Frankston south for a child care centre a Notice of Refusal to Grant a Planning Permit would have been issued subject to the grounds contained in the officers' assessment.

**Key Points / Issues**

- It is proposed to develop and use the land for a child care centre for up to 122 children.
- Notice of the application has generated 61 objections and 9 letters of support.
- The proposed development and use is not considered to be appropriate for this low density location due to the intensity of the development and use on a small lot, and the prospective impact on the amenity of the area and existing limited infrastructure.
- The proposal is not consistent with the Planning Policy Framework, the objectives of the General Residential Zone, overlays on the site or the Frankston South 8 Neighbourhood Character Precinct.

For further information, please refer to the officer's assessment contained within this report.

**Financial Impact**

The State Government has introduced the "Fair Go Rates" system, placing a cap on Council rates which has restricted the level of increases that Council can apply to its rate revenue. Rate revenue constitutes 63 per cent of all Council revenue.

The rate cap over the past two financial years has been 2.5 per cent and 2.0 per cent respectively and is 2.25 per cent in 2018-2019.

The rate cap percentages are based on the consumer price index which relates to the average increase in the prices of a range of goods and services, very few of which apply to the cost drivers of providing local government services. The cost of providing Council services has been increasing well in advance of the rate cap applied by State Government.

Over time this trend may lead to a reduction in the levels of service provided to the community and in Councils ability to fund both new facilities and the ongoing renewal of existing facilities.

**11.5 Planning Permit Application 518/2017/P - 105 Humphries Road Frankston South -  
Use and development of the land for a child care centre.****Executive Summary**

Council will continue to evaluate the impacts of rate capping annually and needs to be mindful of these outcomes in all Council decisions.

There are no financial implications associated with this report.

The permit application fee paid to Council is \$3,910.50. The average cost to process a planning application is \$2,265 resulting in a difference of \$1,645.

**Consultation****1. External Referrals**

No external referrals were required for the application.

**2. Internal Referrals**

The application was referred internally to Council's Drainage Engineer, Traffic Engineer, Environment Officer and Strategic Planning Officer.

**3. Other relevant parties / stakeholders**

There are no other relevant parties or stakeholders.

**Notification of Proposal**

Notification of the planning application was given pursuant to the requirements of Section 52 of the *Planning and Environment Act 1987*.

Notification was given in the form of:

- Mail to adjoining owners and occupiers; and
- One (1) sign erected on the site frontage facing Humphries Road.

As a result of the public notification, 61 objections and 9 letters of support were received. The grounds of objection and letters of support are summarised in the officer's assessment contained within this report.

**Analysis (Environmental / Economic / Social Implications)**

The proposed use and development will have a detrimental effect on the environment and the environmental qualities of the site and surrounding area. The limited opportunities to provide meaningful new landscaping on site will reduce amenity and character of the area and minimize the ability to appropriately integrate the development with the streetscape and wider area.

The use and development would be expected to have long term positive economic and social benefits through the creation of short term construction jobs and longer term employment opportunities as well as economic growth through increased spending in the broader area.

**Legal / Policy / Council Plan Impact****Charter of Human Rights and Responsibilities**

All matters relevant to the Charter of Human Rights and Responsibilities have been considered in the preparation of this report and are consistent with the standards set by the Charter.

**11.5 Planning Permit Application 518/2017/P - 105 Humphries Road Frankston South -  
Use and development of the land for a child care centre.****Executive Summary**Legal

Council has complied with Section 52, 58, 60, 61 and 62 of the Planning and Environment Act 1987 in processing the planning application.

Policy Impacts

Council officers have assessed the planning permit application in accordance with the relevant Planning Policy Framework provisions, zones, overlays, objectives of the Frankston South 8 Neighbourhood Character Precinct and the general provisions of the Frankston Planning Scheme.

Planning Policy Framework: Clauses 11, 12, 15, 17, 18, 21.02, 21.04, 21.06, 21.07, 21.08, 22.04 and 22.08.

Zone and Overlays: General Residential Zone Schedule 1 - Clause 32.08, Significant Landscape Overlay Schedule 3 - Clause 42.03 and Design and Development Overlay Schedule 1 - Clause 43.02.

Particular Provisions: Car Parking – Clause 52.06 and Decision Guidelines – Clause 65.

Officer's Declaration of Interests

Under Section 80C of the *Local Government Act 1989*, officers providing advice or a report to Council must disclose any direct or indirect interest they have in a matter.

Council officers involved in the preparation of this report have no Conflict of Interest in this matter.

**Risk Mitigation**

There are no specific risks associated with this matter.

**Conclusion**

The proposed use and development does not comply with the Planning Policy Framework including Council's Neighbourhood Character Policy and the Non-Residential Uses in Residential Areas Policy and the objectives of the General Residential Zone, Design and Development Overlay and Significant Landscape Overlay Schedule 3.

The intensity of the development and use, extent of built form and impact on existing infrastructure, and detrimental impact on the amenity of the surrounding area is considered inappropriate given the site's location within an established, well vegetated, low density residential area.

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**ATTACHMENTS**

Attachment A: [↓](#) Locality Map

Attachment B: [↓](#) Locality Map - Aerial

Attachment C: [↓](#) Development Plans

Attachment D: [⇄](#) List of persons who made submissions (*Under Separate Cover*) -

**CONFIDENTIAL**

**11.5 Planning Permit Application 518/2017/P - 105 Humphries Road Frankston South -  
Use and development of the land for a child care centre.****Officers' Assessment****Summary**

<b>Existing Use</b>	One (1) single storey residential dwelling
<b>Site Area</b>	2,708 square metres
<b>Proposal</b>	To use and develop the land for a child care centre
<b>Site Cover</b>	Approximately 35%
<b>Permeability</b>	Approximately 25%
<b>Zoning</b>	General Residential Zone Schedule 1
<b>Overlays</b>	Significant Landscape Overlay Schedule 3 Design and Development Overlay Schedule 1
<b>Neighbourhood Character Precinct</b>	Frankston South 8
<b>Reason for Reporting to Council</b>	Call in by Councillor Toms

**Background*****Subject Site***

The site is located on the north-eastern side of Humphries Road in Frankston South. The site has a front boundary width of 68.89 metres, a depth of 40.0 metres, a rear boundary width of 65.47 metres and an overall site area of square metres. The site has a fall of approximately 5.0 metres, falling to the north-east corner.

The site currently contains a single storey dwelling in the north-east corner with associated outbuildings in the centre of the site. The site contains a mix of exotic and native vegetation.

Access is currently via a crossover in the north-western corner of the site.

***Locality***

The surrounding area is comprised of primarily residential dwellings, both single and double storey on large lots with extensive vegetation.

Remnant bush vegetation in public reserves, roadside reserves and private gardens, including those adjoining Sweetwater Creek is prevalent in this locality. Open or farm fence style front boundary treatments assist in allowing the vegetation to 'flow' across individual properties.

***Site History***

There have been no previous planning permit applications for the site.

***Proposal***

It is proposed to develop and use the land for a child care centre. Included as part of the proposal is the removal of the existing single storey dwelling and some vegetation.

**11.5 Planning Permit Application 518/2017/P - 105 Humphries Road Frankston South -  
Use and development of the land for a child care centre.****Officers' Assessment**

The child care centre is to accommodate 122 children and a maximum of 22 staff, operating Monday-Friday 6:30am-6:30pm.

The child care centre is single storey, has a maximum height of 4.7 metres and is constructed with a combination of timber look cladding, sheet cladding, and vertical board cladding with a colourbond roof.

The building is to contain seven (7) playrooms, has a car park with twenty-six (26) spaces, reception, cot rooms, staff rooms, courtyard, kitchen, laundry, office/parents lounge, outdoor play areas, planning room, store rooms and a bin area.

Two (2) native trees are proposed to be removed and works are also proposed within the Tree Protection Zone of two (2) other trees on site.

The trees proposed to be removed are Tree 6 which is a Native Willow Myrtle (*Agonis flexuosa*) located in north east corner of the site with a height of 5.0 metres and Tree 29 which is a Sothern Mahogany (*Eucalyptus botryoides*) with a height of 10.0 metres located in the south-east corner of the site.

Works are also proposed within the Tree Protection Zones of two (2) trees, tree 12 which is a Manna Gum (*Eucalyptus viminalis*) with a height of 16.0 metres located in the north east corner of the site and Tree 35 which is a Tuart (*Eucalyptus gomphocephala*) with a height of 11.0 metres located in the centre of the site adjacent to the front boundary.

Twenty-six (26) car spaces including one (1) disabled space are proposed to be provided in a car park in the north-west corner of the site with a combination of single and tandem spaces. Access is via a proposed crossover in the centre of the site to Humphries Road.

**Planning Policy Frameworks**

The Planning Policy Frameworks relevant to this application are summarised as follows:

- Clause 11 – Settlement
- Clause 12 – Environment and Landscape Values
- Clause 15 – Built Environment
- Clause 17 – Economic Development
- Clause 18 – Transport
- Clause 21.02 – Key Issues
- Clause 21.04 – Settlement
- Clause 21.06 – Environment and Landscape Values
- Clause 21.07 – Housing
- Clause 21.08 – Economic Development
- Clause 22.04 – Non Residential uses in Residential Zones Policy
- Clause 22.08 – Neighbourhood Character Policy

**11.5 Planning Permit Application 518/2017/P - 105 Humphries Road Frankston South -  
Use and development of the land for a child care centre.****Officers' Assessment****Planning Scheme Controls**

A Planning Permit is required pursuant to:

- Clause 32.08-2 – General Residential Zone Schedule 1 of the Frankston Planning Scheme to use the site for a child care centre.
- Clause 32.08-8 – General Residential Zone Schedule 1 of the Frankston Planning Scheme to undertake buildings and works for a Section 2 use (child care centre).
- Clause 43.02 – Significant Landscape Overlay Schedule 3 of the Frankston Planning Scheme to undertake buildings and works inside the tree protection zone of two (2) substantial trees and to remove two (2) substantial trees.
- Clause 43.02 – Design and Development Overlay - Schedule 1 of the Frankston Planning Scheme to construct or carry out buildings and works.

**Particular Provisions**

- Clause 52.06 – Car Parking
- Clause 65 – Decision Guidelines

***Notification of Proposal***

As a result of notification of the proposal, 70 submissions were received. These included 61 objections and 9 submissions supporting the proposal.

The substantive grounds of objection are summarised as follows:

- The use would generate traffic movements in Humphries Road which would be unsafe and present risks to motorists and cyclists using the road.
- The amount of car parking provided is inadequate to cater for the use and would result in 'overspill' parking on the road verge or nearby streets which would impact upon vehicular and pedestrian safety.
- The development is inconsistent with the low density character of the area.
- The removal of vegetation is inconsistent with the vegetated character of the area.
- The proposed use would generate unreasonable noise for this location impacting on the amenity of nearby residents.
- The proposed development and use would be subject to risk of bushfire.
- The proposed development and use would impact adversely on property values in the area.

Given that an appeal had been lodged to the Victorian Civil and Administrative Tribunal (VCAT) against Council's failure to determine the application within the prescribed timeframe, a Residents Discussion Meeting (RDM) was not held.

**Referrals****External Referrals**

There were no external referrals for the application.

**11.5 Planning Permit Application 518/2017/P - 105 Humphries Road Frankston South -  
Use and development of the land for a child care centre.****Officers' Assessment****Internal Referrals**Drainage Engineer

Council's Drainage Engineer advises that the current proposal is not supported and provides the following comments (summarised):

- The storm water legal point of discharge is soak on site. The proposal has a large impermeable footprint. Furthermore, when the Tree Protection Zone areas are removed from the allowable construction areas, the limited area remaining for soakage arrangements coupled with the soil profile is inadequate to drain the site and will result in detriment to downstream properties as part of the storm water disposal.
- Discharge to kerb and channel and the Frankston City Council and Mornington Peninsula Shire Council drainage network via a pump system is also not preferred as the additional catchment has not been taken into consideration and failure of drainage capacity may cause detriment to downstream properties.
- The site has a fall of approximately 5.0 metres, falling to the north-east corner.
- The proposal is not supported given the probability storm water disposal will cause detriment to downstream properties.

Traffic Engineer

Council's Traffic Engineer advises that the current proposal is not supported and provides the following comments (summarised):

- Car and Bicycle Parking Provision:
  - For a Child Care Centre use, Clause 52.06 specifies a rate of 0.22 spaces to each child therefore requiring 26 spaces which have been provided as part of the proposal.
  - Clause 52.34 does not specify requirements for bicycle parking for the proposed use. Regardless, it is recommended that some bicycle parking be provided within the landscape areas between Group 7 Building and Office were the application to be supported.
- Car Park Design:
  - All 'standard' parking spaces meet dimensional requirements at Clause 52.06-8 with minimum width of 2.6 metres 4.9 metres length accessed via 6.4 metre aisle including the disabled space.
  - The 6 easternmost tandem spaces (spaces 20-26) should have a length of at least 5.4 metres in accordance with Clause 52.06-8. The plans incorrectly show the length of car spaces 10-18 as 5.4 metres given the accessible car space has a length of 4.9 metres in the same row.
  - Under Design Standard 1 of Clause 52.06-9, vehicles are required to be able to exit the site in a forward direction. A review of dimensions and access way widths has been undertaken and found acceptable.
  - If the application were to be supported, spaces should be allocated to specific users and marked on site accordingly. In addition, a passing area of at least 6.1 metres wide and 7.0 metres long should be provided at the site entry. The landscape plan would need to be modified to provide appropriate corner splays to allow for sight lines for pedestrians.

**11.5 Planning Permit Application 518/2017/P - 105 Humphries Road Frankston South -  
Use and development of the land for a child care centre.****Officers' Assessment**

- Circulation within the car park is undesirable given the dead-end aisle to the western end as vehicles unable to find a car space are required to reverse around 30.0 metres onto from Humphries Road. It is noted that commonly child care facilities have peak movement of vehicles moving into and out of the site at specific times which would elevate risks within the car park.
- Waste Collection:
  - Waste collection if the application were to be supported would likely be via the front boundary via a kerbside collection by Council.
- Access and Traffic Generation:
  - As per the Traffic Report submitted with the application, daily traffic volumes along Humphries Road are 6,500 vehicles per day with 650 vehicles per hour during the peak period. While Humphries Road could accommodate additional trips generated by the development, the proportion of turning movements into and out of the site has not been considered and is considered unacceptable.
  - The current use of the site as a residential property means an existing low to very low volume of turning vehicles, similar to surrounding residential properties. With the proposal, this section of Humphries Road would include turning movements which could be unexpected by users going westbound, increasing risks of rear-end crashes which has not been addressed or considered in the submitted traffic report.
  - A Child Care Centre has a peak arrival profile with a high number of vehicles arriving within a short peak period. This increases risk and impacts traffic movements along Humphries Road.

Environment Officer

Council's Environment Officer advises that they would support the current proposal subject to conditions and provides the following comments (summarised):

- The vegetation within the property consists of a mix of native, exotic and weed species.
- Neighbouring vegetation consists of native, exotic and weed species which are to be retained.
- If the proposal were to be supported, conditions could be included requiring the submission of a Tree Protection Management Plan, Landscape Plan and additional tree protection details be noted on the submitted plans.

Strategic Planning Officer

Council's Strategic Planner advises that the current proposal is not supported and provides the following comments (summarised):

- Strategic Planning does not support this proposal as it is considered not to meet Clause 22.04 - Non Residential Uses in Residential Zones.
- Although the proposal provides a service to the local community it does not respond respectfully to its residential settings and is considered to not maintain an appropriate standard of residential amenity.

**11.5 Planning Permit Application 518/2017/P - 105 Humphries Road Frankston South -  
Use and development of the land for a child care centre.****Officers' Assessment**

- The use is not appropriately located in regards to access. It is also considered that the scale of the development is not consistent with the nearby housing.

**Discussion**

It is considered that the proposal is inappropriate for a number of key reasons which will be addressed as follows.

Strategic context

Clause 22.04 - Non Residential Uses in Residential Zones Policy of the Frankston Planning Scheme requires that community uses should be located in or adjacent to commercial centres unless they predominantly serve local community needs.

It is considered that the location is inappropriate for the proposed use and development. The site is within a low density residential area and not within close proximity to a commercial centre.

This area is typified by a low density of development, with limited infrastructure consistent with the low intensity of use. The single lane in each direction nature of Humphries Road is not adequate to safely support the required turning movements into the site. Drainage infrastructure does not exist to cater for stormwater run-off from the land. The proposal comprises substantial coverage of the land with buildings or hard surfaces and no solution to enable effective drainage of the proposed centre has been presented.

As identified below, the potential character and amenity impacts of the development are magnified by the quiet low density nature of the area.

This proposed use and development does not appropriately meet the objectives of the Non-Residential uses policy to ensure that such uses are well located having regard to access and amenity impact considerations.

The proposal is also not considered to provide an adequate amenity response to the surrounding area. In particular, the extensive footprint of the development and carparking, limited areas being provided for landscaping, extent of hard surfacing, siting of the development on or close to site boundaries and impact of traffic generated by the proposal will have a detrimental impact to the amenity of the surrounding area.

Residential Amenity

The proposed use and development will likely result in some impact on the amenity of the surrounding residential neighbourhood through noise and traffic generation due to the intensity of the proposal.

The site is within an established and low scale residential area and the proposed intensity of the development is not considered to be consistent with the existing area. In addition, the minimal setbacks from site boundaries will increase the potential detriment and amenity impacts to surrounding residential properties.

This is a relatively quiet low density residential area, and the noise created by the proposed use of the land, combined with increased traffic movements, will be more acutely noticeable by neighbours in this area. This is compared to a typical suburban area where the closer spacing of housing and higher volumes of traffic would create different amenity and noise expectations.

**11.5 Planning Permit Application 518/2017/P - 105 Humphries Road Frankston South -  
Use and development of the land for a child care centre.****Officers' Assessment**Car Park Design and Traffic Generation

As indicated by Council's Traffic Engineer, although the required number of car spaces has been provided, the car park and access has not been appropriately designed with regard to the technical standards of the Frankston Planning Scheme or to mitigate potential safety and congestion issues resulting from the proposed use and development.

Regarding the design of the car park, the 6 easternmost tandem spaces (spaces 20-26) are required to be modified to have a length of at least 5.4 metres and the plans incorrectly show the length of car spaces 10-18 as 5.4 metres row given the accessible car space has a length of 4.9 metres (located in the same row). Spaces are not allocated to specific users, the passing area has inadequate dimensions and the landscaping proposed does not allow for sight lines for pedestrians. The car park also contains a dead-end aisle which results in vehicles which are unable to find a car space needing to reverse around 30.0 metres to Humphries Road which is unacceptable from a traffic safety perspective.

The proposal has also not adequately considered potential safety and congestion issues resulting from the use and development. Although Council's Traffic Engineer has noted that Humphries Road could potentially accommodate additional vehicles/trips generated by the development, the vehicle turning movements into and out of the site have not been considered and are unacceptable as it could cause congestion and conflict with existing road users.

Given the site is currently used for a one (1) residential dwelling, the site has a very low volume of turning vehicles entering and exiting, similar to surrounding properties. The proposed use and development would significantly increase turning movements to and from the site from Humphries Road which may be unexpected by users going westbound, increasing risks of accidents which has not been addressed or considered in the submitted traffic report or as part of the proposal. This risk of accidents is exacerbated by the proposed child care centre use, with uses of this nature typically having a high number of vehicles arriving within a short peak period.

Mass, Bulk, Scale and Neighbourhood Character

The proposed use and development is also not sited to be consistent with the built form, setback and landscape objectives of Frankston South 8 Neighbourhood Character Precinct, the Significant Landscape Overlay Schedule 3 and the Design and Development Overlay Schedule 1.

The vegetation to be removed is not significant in itself, and Council's Environment Officer has offered no objection to the proposal in this respect. However, the extent of hard surfacing and built form, minimal setbacks of the proposed car park from the north-west/front and northern/side boundary and the child care centre from the southern/side boundary is inconsistent with the spacing of surrounding development and provides inadequate opportunity for substantial landscaping within these areas. This also increases the visual mass and bulk of the development when viewed from surrounding properties and the streetscape.

The extent of site coverage proposed also minimises the ability to landscape the site in future to further mitigate and integrate the development into the existing area which is one of large blocks with single residential dwellings, generous setbacks and extensive vegetation.

Site Drainage

There is no stormwater drainage infrastructure in this area.

**11.5 Planning Permit Application 518/2017/P - 105 Humphries Road Frankston South -  
Use and development of the land for a child care centre.****Officers' Assessment**

Council's Drainage Engineer has noted that given that stormwater is to be 'soak on site' (ie. allowed to percolate into the soil within the site boundaries). There is no evidence to suggest that this can be appropriately achieved given the amount of the site to be covered in buildings and hard surfacing, and the clay rich soil profile. Council's drainage engineer would not support transferring stormwater discharge onto the road for safety and amenity reasons – that infrastructure is not sufficient to cater for the use either.

The site cannot be adequately drained and will cause detriment to surrounding properties due to overflow of stormwater to the surrounding area.

**Response to objections**

The primary reasons for objection have been discussed above as part of the officers' assessment. One additional issue raised in objections concerns the site being potentially subject to risk of bushfire.

The site is not located within the Bushfire Management Overlay (BMO) and therefore matters including bushfire risk, access for emergency vehicles, evacuation procedures and the other various requirements under the overlay are not able to be considered. Notwithstanding, it is not considered that the development and its associated use would create any greater risk of bushfire to nearby uses. Arrangements for evacuation and management of the centre in an emergency situation would be a matter for the operators of the facility to consider if the use were to be permitted.

Reduction in property value is not normally considered to be a proper planning consideration. No evidence of the prospective loss and how this is attributable to the proposal has been provided.

**Conclusion**

The proposed use and development does not comply with the Planning Policy Framework including Council's Neighbourhood Character Policy and Non-Residential Uses in Residential Areas Policy and the objectives of the General Residential Zone, Design and Development Overlay and Significant Landscape Overlay Schedule 3.

The intensity, extent of built form, impact on existing infrastructure and detrimental impact on the amenity of the surrounding area is considered inappropriate given the sites location and it is considered that Council should not support the application.

**11.5 Planning Permit Application 518/2017/P - 105 Humphries Road Frankston South -  
Use and development of the land for a child care centre.****Officers' Assessment****Recommendation (Director Community Development)**

That should a review not have been lodged under S79 of the Planning and Environment Act 1987 at the Victorian Civil and Administrative Tribunal for the use and development of the land at 105 Humphries Road Frankston south for a child care centre a Notice of Refusal to Grant a Planning Permit would have been issued with the following grounds:

1. The site is inappropriate for the use and development of a child care centre as it fails to comply with the Primary and Specific Location Criteria and objectives of Clause 22.04 - Non-Residential Use and Development in Residential Zones Policy and is the objectives of Clause 32.08 – General Residential Zone of the Frankston Planning Scheme.
2. The mass, bulk and scale of the built form of the development is contrary to the existing and preferred character of the area and has an adverse visual impact on the streetscape contrary to Clauses 15.01-1 – Urban Design, Clause 22.04 - Non-Residential Uses in Residential Zone Policy, Clause 22.08 - Neighbourhood Character Policy, Clause 42.03 – Significant Landscape Overlay Schedule 3 and Clause 43.02 – Design and Development Overlay Schedule 1 of the Frankston Planning Scheme.
3. The proposal would have an adverse impact upon local residential amenity through noise emission contrary to the objectives of Clauses 21.04 – Land Use, 22.04 - Non-Residential Use and Development in Residential Zone Policy and Clause 32.08 – General Residential Zone of the Frankston Planning Scheme.
4. The proposal does not meet the requirements of Design Standard 1 of Clause 52.06 – Car Parking of the Frankston Planning Scheme and will create unreasonable safety and amenity impacts to Humphries Road through vehicle turning and reversing movements.
5. Drainage for the proposal cannot be adequately provided on site and will result in a detrimental impact on the surrounding area due to storm water overflows.

Town Planning Application 518/2017/P – 105 Humphries Road Frankston South  
Submitters not shown – please refer to submitters list



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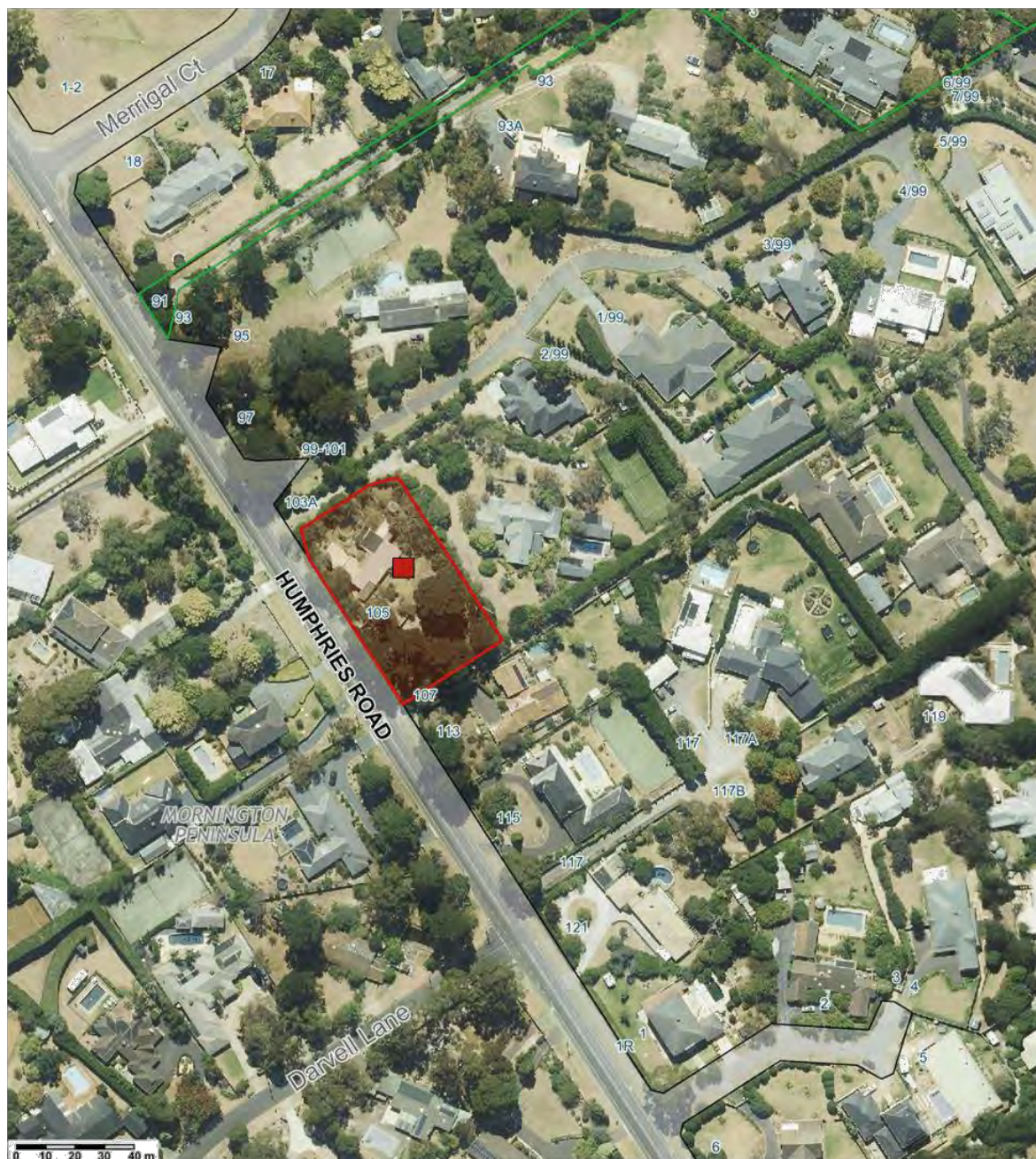
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Time Printed: 2:01 PM

Issued by: Leah Horne



Town Planning Application 518/2017/P – 105 Humphries Road Frankston South  
Submitters not shown – please refer to submitters list



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Projection: GDA94 / MGA zone 55

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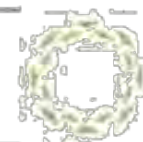
01 Site Context Plan 1:200 @ A1



02 Locality Plan 1:20000 @ A1

**insite**  
ARCHITECTS

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t (03) 9498 8174  
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**Folkestone**

DRAWING TITLE: Site Plan  
PROJECT: Proposed Childcare Centre (122 places)  
ADDRESS: 105 Humphries Road, Frankston South VIC  
CLIENT: Folkestone  
FILE NAME: 105 Humphries Road, Frankston South VIC  
DATE: 07/08/2017  
DRAWN: JH/CW  
CHECKED: AH  
JOB NO: A17-089  
SIZE: A1  
PRINTED: 05/02/2018

DATE: 07/08/2017  
DRAWN: JH/CW  
CHECKED: AH  
JOB NO: A17-089  
SIZE: A1  
PRINTED: 05/02/2018

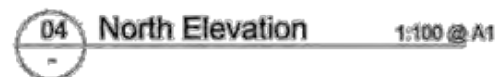
ISSUE	DESCRIPTION	DATE
1	TOWN PLANNING - REFUSE	08/08/18
0	PRELIMINARY TOWN PLANNING	04/07/18

DRAWING NO: **TP01**





01 North/West Elevation 1:100 @ A1  
carpark entrance









- SURFACES**
- CONCRETE TYPE 1 EXPOSED AGGREGATE
  - CONCRETE TYPE 2 ROUND RIVER PEBBLE EXPOSED AGGREGATE
  - DECKING 90x19 SPOTTED OLM
  - SAND TRIPLE WASHED PLAYGROUND SAND
  - MULCH 100MM
  - MULCH 200MM (200MM R.V.G. OVER FILLS) IMPACT ABSORBING
  - SYNTHETIC TURF SHORT PILE "TIGERPLAY" BY WWW.TIGERTURF.COM.AU (OR APPROVED EQUIVALENT)
  - SYNTHETIC TURF LONG PILE "SUMMER LUSH" BY WWW.TIGERTURF.COM.AU (OR APPROVED EQUIVALENT)
  - GRASSING (TURF) INSTANT TURF POKUYU PENNSETUM CLAUDEANUM
  - RANDOM (CRAZY) PAVING BLUESTONE
  - GARDEN PLANTING NOT SPECIFIED IN DRAFT
  - GRAVEL 3MM MAXIMUM CRUSHED BRICK
  - ROCK EDGING FLUSH FLAT MUDSTONE EDGING
  - CRYSTAL PAVE PEBBLE GLASS IN RESIN www.rockpave.com.au COLOUR: 75% BLUE 25% WHITE
  - MARINE CARPET AUTEX SEATHEAD SEASHELL (MARINE BLUE) OR SIMILAR APPROVED, AVAILABLE FROM WWW.WHITWORTH.COM.AU
- PLANTING**
- PROPOSED TREE VARIOUS SIZES, EVEN TREES DECIDUOUS
  - RETAINED TREE ROOT PROTECTION ZONE TREE PROTECTION ZONE
- ELEMENTS**
- SLIDE
  - FORT STRUCTURES VARIOUS LEVELS, INCLUDES NETS, BRIDGES, PLATFORMS, CURRY SPACE, BALUSTRADES ETC AS REQ.
  - WATER PUMP & SLUICE GATE
  - LARGE ROCKS PINK MUDSTONE SIZE AS REQ
  - SUNNY SKULLION ROOF, OPEN WALLS, BENCHES AS SHOWN
  - BENCHES 3-OF BENCHES, HEADABLE, TUBS, ETC
  - SHADE SAILS
  - SWINGS DUAL SWINGS WITH IMPACT ZONE

01  
PLAN  
SCALE 1:100 @ A1  
**PLAYSPACE PLAN - FULL SITE CONCEPT**

REV	REVISIONS	DATE
1	REVISED BUILDING LAYOUT	05/02/18
2	Amendments	

**NOTE:**  
The location of services are indicative only and must be proven prior to the commencement of works.  
Contractor to verify all dimensions on site and report all discrepancies to the Superintendent prior to construction.  
Figured dimensions to be taken in preference to scaling from drawings. All dimensions are in millimetres unless otherwise noted.  
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Scale: 1:100 @ A1  
Scale Bar: 1:100 0 1 2 3 4 5 10  
Principal Designer: Elliot Summers  
Contact Number: 0424 036 884  
Email: elliot@polygona.com.au  
Assessors: Iris Fong  
Checked by: .

Drawing Name: **PROPOSED PLAYSPACE - CONCEPT**  
Project Name: **FRANKSTON SOUTH ELC**  
Drawing Status: Draft - Concept only & subject to change.  
Client Name: Frankston  
Project Address: 100 Humphries Rd, Frankston Sth

Date: 7-Feb-18  
Sheet: 2 of 6  
Project #: 40040  
Sheet Name:  
**LC02**

**Executive Summary****11.6 Oliver's Hill Lot Restructuring Plan Extension of Time Request**

*Enquiries: (Michael Papageorgiou: Community Development)*

Council Plan

Community Outcome:	1. Planned City
Strategy:	1.3 Natural and sustainable environment
Priority Action	1.3.1 Protect the natural and coastal environment whilst maximising the use and enjoyment of the foreshore

**Purpose**

To brief Council on a request to extend the time limit of the Oliver's Hill Lot Restructuring Plan December 2010 (Amended September 2016)

**Recommendation (Director Community Development)**

That Council authorises officers to extend the expiry time limit of the Oliver's Hill Lot Restructuring Plan December 2010 for a period of a further two (2) years until the 1 March 2021.

**Key Points / Issues**

- Council's Planning and Environment Department has received a request from Rennick & Gaynor Solicitors to extend the time limit of the Oliver's Hill Lot Restructuring Plan December 2010 (Oliver's Hill LRP), which was previously extended in September 2016.
- The original Oliver's Hill LRP was introduced through Amendment C46 to the Frankston Planning Scheme. The purpose of Amendment C46 was to provide for planning controls over buildings and works in areas that have been identified as being susceptible to landslide. Amendment C46 resulted in the application of the Erosion Management Overlay Schedule 1 (EMO1) over Oliver's Hill.
- Amendment C46 also resulted in the Oliver's Hill LRP being added to the Schedule to Clause 52.03 and Clause 81.01 of the Frankston Planning Scheme as an Incorporated Document. The Oliver's Hill LRP illustrates the preferred subdivision layout for land adjacent to Dolphin Cove and Whitecliffe Avenue in Frankston South.
- The Oliver's Hill LRP was to expire on the 1 March 2017. In 2016, Contour Consultants Australia Pty Ltd (Contour) requested a two (2) year extension of time to the Oliver's Hill LRP as their clients purchased land affected by the Oliver's Hill LRP being 634A (Lot 18) and 634B (Lot 19) Nepean Highway. These parcels of land are landlocked and require road access as illustrated within the Oliver's Hill LRP. This request was extended by Council at its 19 September 2016 Ordinary Meeting. The amended Oliver's Hill LRP will now expire on the 1 March 2019.
- Since gazettal of Amendment C46 a number of planning permits have been issued that implement the Oliver's Hill LRP. However land that will provide road access to Lots 18 and 19 has yet to be subdivided and there is a dispute between property owners over this issue. This has resulted in the owners of Lots 18 and 19 hesitating in their planning application for subdivision in accordance with the Oliver's Hill LRP. It is considered unlikely that all land affected by the Oliver's Hill LRP will have been subdivided by the 1 March 2019 or within three months afterwards.

**11.6 Oliver's Hill Lot Restructuring Plan Extension of Time Request****Executive Summary**

- It is considered reasonable to grant a two (2) year time extension to allow these issues to be negotiated between private property owners and to allow Rennick and Gaynor Solicitors' clients sufficient time to complete their legal proceedings regarding the planning permit application.

**Financial Impact**

The State Government has introduced the "Fair Go Rates" system, placing a cap on Council rates which has restricted the level of increases that Council can apply to its rate revenue. Rate revenue constitutes 63 per cent of all Council revenue.

The rate cap over the past two financial years has been 2.5 per cent and 2.0 per cent respectively and is 2.25 per cent in 2018-2019.

The rate cap percentages are based on the consumer price index which relates to the average increase in the prices of a range of goods and services, very few of which apply to the cost drivers of providing local government services. The cost of providing Council services has been increasing well in advance of the rate cap applied by State Government.

Over time this trend may lead to a reduction in the levels of service provided to the community and in Council's ability to fund both new facilities and the ongoing renewal of existing facilities.

Council will continue to evaluate the impacts of rate capping annually and needs to be mindful of these outcomes in all Council decisions.

There are no financial implications associated with this report.

Rennick & Gaynor Solicitors will be charged for Frankston City Council officer time taken to review this matter and to produce this report.

**Consultation**

Council consulted with the Department of Environment, Land, Water and Planning (DELWP) as to what is the appropriate mechanism to extend the time limit of the Oliver's Hill LRP previously with the first request for extension of time. DELWP has provided informal advice that Council is empowered under Clause 52.03 of the Frankston Planning Scheme to extend the time limit of the Oliver's Hill LRP.

A purpose of Clause 52.03 (Specific Sites and Exclusions) is to *recognise specific controls designed to achieve a particular land use and development outcome existing on the approval date*. In the case of the Oliver's Hill LRP this was to have resulted in the subdivision of all affected land parcels in accordance with the plan by 1 March 2017.

Clause 52.03 also states that the *responsible authority may extend the periods referred to if a request has been made in writing before the expiry date or within three months afterwards*.

As Clause 52.03 allows for Council to extend the Oliver's Hill LRP and that Rennick & Gaynor Solicitors have requested an extension of time in writing within the prescribed time limits, it is considered reasonable to extend the time limit of the Oliver's Hill LRP.

It should also be noted that Clause 52.03 does not require that any notification process be undertaken as part of any 'extension of time' request.

**11.6 Oliver's Hill Lot Restructuring Plan Extension of Time Request****Executive Summary****Analysis (Environmental / Economic / Social Implications)**

The Oliver's Hill LRP was incorporated into the Frankston Planning Scheme to allow for the future development of General Residential Zoned (GRZ) land adjacent to Dolphin Cove and Whitecliffe Avenue in Frankston South. The Oliver's Hill LRP was required to allow for the re-subdivision of old and inappropriate subdivisions that due to their steep nature would have been difficult to develop. The Planning Panel that considered Amendment C46 noted that the residential zoned land was unlikely to be developed due to the existing pattern of the lots, road access and drainage issues. The Panel also noted that the Oliver's Hill LRP would *rationalise a number of titles, provide appropriate road frontage and proper access, create lots with an orientation that better responds to steep slopes, provide road connections to allow subdivision of adjoining land and minimise the need for additional access points to Nepean Highway.*

It is considered that extending the time limit of the Oliver's Hill LRP will provide for environmental benefits in that the plan provides for orderly subdivision of land with identified environmental risks. The Oliver's Hill LRP will provide for economic benefits as it directs best practice town planning decision making and will provide for social benefits in the form of a safe and efficient road and subdivision layout.

**Legal / Policy / Council Plan Impact**Charter of Human Rights and Responsibilities

All matters relevant to the Charter of Human Rights and Responsibilities have been considered in the preparation of this report and are consistent with the standards set by the Charter.

Legal

Procurement procedures and protocols are relevant to this matter.

Policy Impacts

The statutory requirements for the proposed extension of time for the Oliver's Hills LRP will be undertaken in accordance with Clause 52.03 of the Frankston Planning Scheme.

Officer's Declaration of Interests

Council officers involved in the preparation of this report have no conflict of interest in this matter.

**Risk Mitigation**

It is considered that allowing the Oliver's Hill LRP to expire without all affected land being subdivided in accordance with its requirements would present a potential greater environmental risk in the form of landslip. Due to the very steep nature of land affected by the plan, it is important that all affected land is subdivided in accordance with the requirements of the incorporated plan.

**Conclusion**

The Oliver's Hill LRP was incorporated into the Frankston Planning Scheme with the gazettal of Planning Scheme Amendment C46. This amendment also resulted in the application of the EMO1 over the Oliver's Hill area.

Council's Planning and Environment Department has received a request from Rennick & Gaynor Solicitors to extend the expiry date of the Oliver's Hill LRP for a further two (2) years. The plan is due to expire on the 1 March 2019.

**11.6 Oliver's Hill Lot Restructuring Plan Extension of Time Request****Executive Summary**

It is considered unlikely that all land affected by the Oliver's Hill LRP will have been subdivided in accordance with the plan prior to the expiry date or within three months afterwards and therefore it is considered warranted to extend the expiry date of the Oliver's Hill LRP by a further two (2) years.

**Recommendation**

That Council authorises officers to extend the time limit of the Oliver's Hill Lot Restructure Plan December 2010 (Amended September 2016) for a period of a further two years to the 1 March 2021.

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**ATTACHMENTS**

Attachment A: [↓](#) Oliver's Hill Lot Restructuring Plan - Extension of Time Request - Rennick & Gaynor Solicitors

Attachment B: [↓](#) Oliver's Hill Lot Restructuring Plan - With Amended Expiry Date

Our Ref: DCM:170659  
Enquiries to: Craig MacDougall  
Email: craigm@rennicks.com.au  
Direct Tel: 03 9861 7771  
Your Ref:



431 Riversdale Road, Hawthorn East  
Mail to: PO Box 196  
CAMBERWELL VIC 3124  
Tel: 03 9813 1911  
Fax: 03 9882 4120  
DX: 12406 CAMBERWELL

16 August 2018

The Manager  
Planning and Environment Department  
Frankston City Council  
30 Davey Street  
FRANKSTON VIC 3199

And by email: michael.papageorgiou@frankston.vic.gov.au

Dear Sir/Madam,

**Application for leave to compulsorily acquire easement  
Property - Part 616 Nepean Highway Frankston South  
Planning Permit 481/2016/P  
Olivers Hill Lot Restructuring Plan**

We continue to act for the permit applicants. Our clients, Council and objector Neil Gale are currently engaged in hearing of 3 VCAT applications arising from the permit which were adjourned part heard and are due to resume on 26 November 2018 for 3 days ending 28 November 2018 ("**the Legal Proceedings**").

Central to the Legal Proceedings is the Olivers Hill Lot Restructuring Plan ("**the OHLRP**") which is due to expire in March 2019 ("**the OHLRP Expiry Date**"). There is a significant risk that the disputes the subject of the Legal Proceedings will not be finalised before the OHLRP Expiry Date. This risk arises from the possibility that:-

1. The hearing may not end within the scheduled time. It was originally listed for 3 days from 28-30 May 2018. Mr Gale's case occupied all the allocated hearing time after the presentation of your council's case leaving no time for our clients to present their respective cases. The presentation of Mr Gale's case is not yet finished.

As a result VCAT had to adjourn the case part heard and the earliest mutually convenient date for a further 3 days of continuous hearing was 26 November 2018. We apprehend that this might happen again, which could result in a VCAT decision not being handed down until after the OHLRP Expiry Date.

2. One or more of the parties may appeal the VCAT decision to the Supreme Court. This could take a further 18 months or more for the issues between the parties to be finally determined.

Our clients' permit application is directed towards implementing the OHLRP, which was incorporated into the Frankston planning scheme after extensive consultation and consequent on a panel report recommending its implementation.

277393

Liability limited by a scheme approved under Professional Standards Legislation

Frankston City Council  
(Planning)

- Page 2 -

16 August 2018

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The implementation of the OHLRP is clearly taking longer than was expected by your council and the landowners. However, we submit that it remains the appropriate planning outcome for the reasons set out in the panel report. We submit that it would be inappropriate and would defeat the outcomes sought by the OHLRP, if it were to expire before it has been fully implemented.

Further, the parties have relied on the OHLRP continuing and expended considerable funds and resources in the course of the Legal Proceedings. It would be manifestly unjust for the OHLRP to expire before the resolution of all disputes between the parties the subject of the Legal Proceedings.

We are therefore instructed to request that the Oliver's Hill Lot Restructuring Plan be extended to 31 March 2021 ("**the Request**"). This should allow sufficient time for full implementation of the OHLRP.

Kindly acknowledge receipt of this letter and advise when we may expect a response to the Request.

Yours faithfully  
**RENNICK & GAYNOR**



**Olivers Hill Lot Restructuring Plan  
December 2010**

**Amended August 2018 (A3687743)**

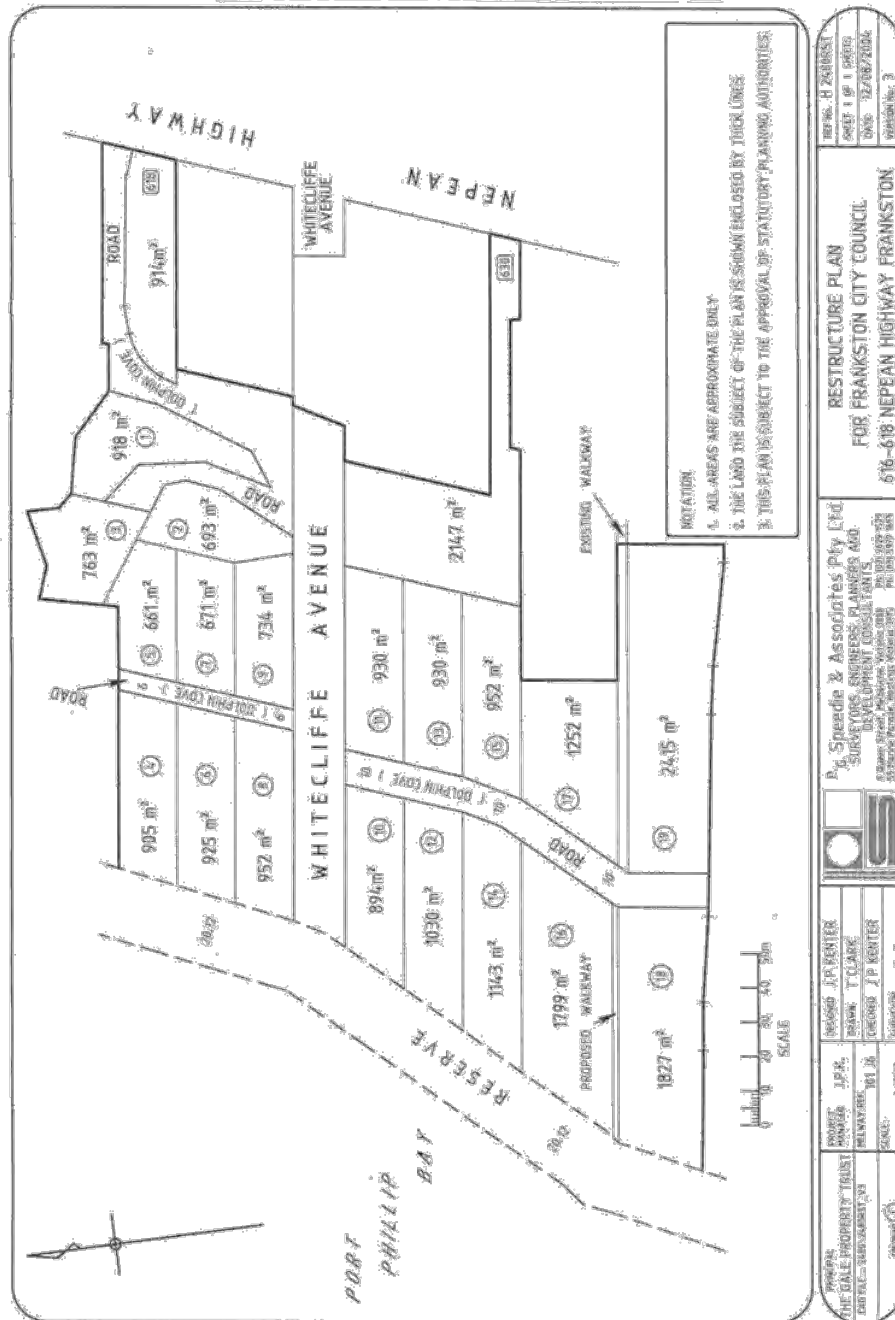
### **Olivers Hill Lot Restructuring Plan**

The following requirements apply to land, which is shown on the plans (two sheets) that form part of this document and is described in the schedule to Clause 52.03 of the Frankston Planning Scheme.

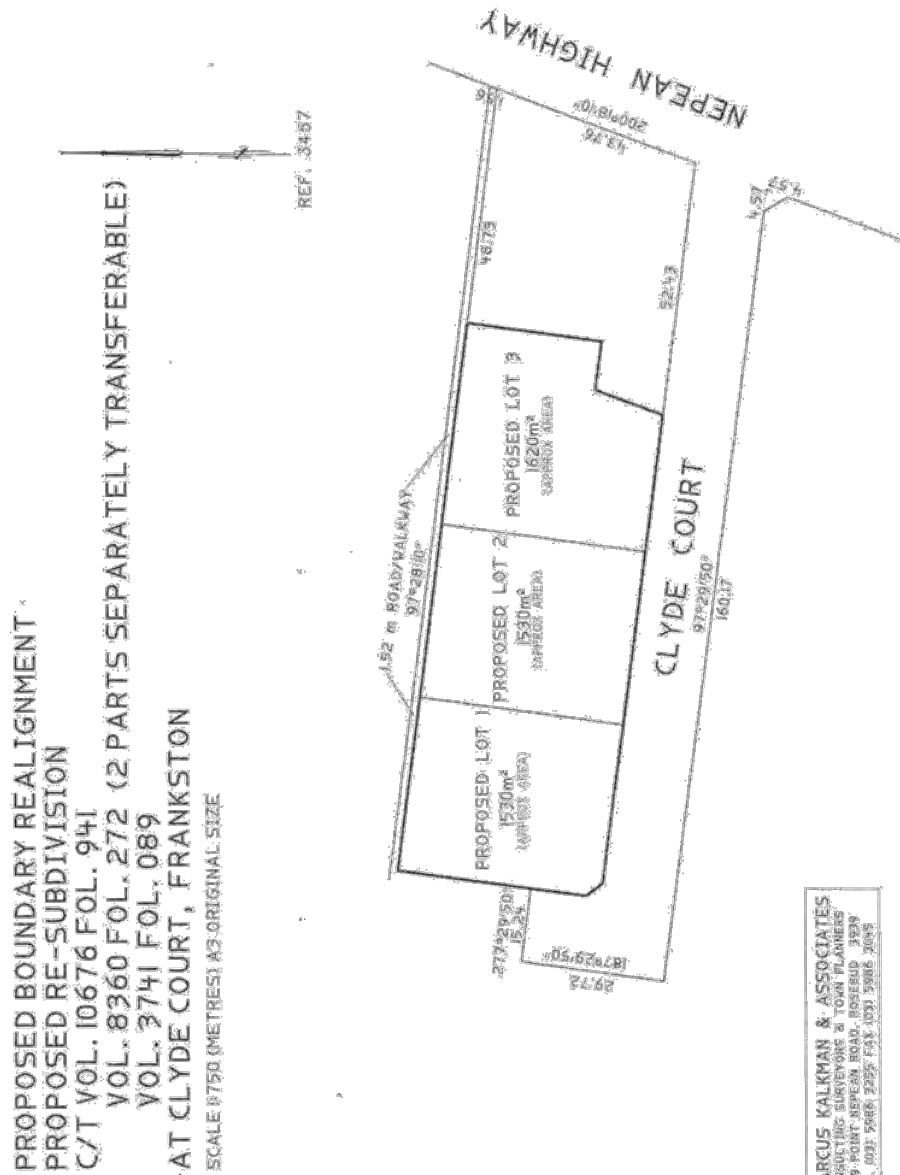
- A permit is required to subdivide land.
- The land is exempt from the subdivision controls at Clause 3.0 of Schedule 2 to the Design and Development Overlay.
- Subdivision must be generally in accordance with the plans (two sheets) that form part of this document.
- The number of lots created must not exceed three in the Clyde Court precinct and 21 in the Whitecliffe Avenue precinct.
- All other relevant requirements of the Frankston Planning Scheme continue to apply to the land.

The exemptions provided for in this document expire after 9 years from the date of approval  
Amendment C46 Part 1

Olivers Hill Lot Restructuring Plan Sheet 1



Olivers Hill Lot Restructuring Plan Sheet 2



**Executive Summary****11.7 July 2018 Town Planning Progress Report**

*Enquiries: (Michael Papageorgiou: Community Development)*

Council Plan

Community Outcome:	4. A Well Managed City
Strategy:	4.2 Systems
Priority Action	4.2.3 Facilitate informed decision making through informed reporting and data management

**Purpose**

To provide Council with an update on the exercise of planning delegations by Council officers for the month of July 2018.

**Recommendation (Director Community Development)**

**That Council receives and notes the July 2018 Town Planning Progress Report.**

**Key Points / Issues**

This report provides Council with an update on the exercise of planning delegations by Council officers on the following items:

- Planning applications received;
- Planning decisions;
- Subdivision applications received;
- Subdivision decisions;
- Planning scheme amendments;
- VCAT appeal register; and
- VCAT decisions.

In July 2018, 83 applications for planning permits or amendments to permits were received, and 105 applications determined. A total of 50% of permit decisions were made within 60 days.

20 decisions related to multi-dwelling applications. All of these applications complied with the Multi-Dwelling Visitor Car Parking Guidelines.

Eight VCAT decisions were handed down, all of these have set aside Council's decision.

**Financial Impact**

The State Government has introduced the "Fair Go Rates" system, placing a cap on Council rates which has restricted the level of increases that Council can apply to its rate revenue. Rate revenue constitutes 63 per cent of all Council revenue.

The rate cap over the past two financial years has been 2.5 per cent and 2.0 per cent respectively and is 2.25 per cent in 2018-2019.

The rate cap percentages are based on the consumer price index which relates to the average increase in the prices of a range of goods and services, very few of which apply to the cost drivers of providing local government services. The cost of providing Council services has been increasing well in advance of the rate cap applied by State Government.

**11.7 July 2018 Town Planning Progress Report****Executive Summary**

Over time this trend may lead to a reduction in the levels of service provided to the community and in Councils ability to fund both new facilities and the ongoing renewal of existing facilities.

Council will continue to evaluate the impacts of rate capping annually and needs to be mindful of these outcomes in all Council decisions.

Of the eight VCAT cases decided in July, in four of these Council was represented by Council planners, and the cost of this is covered by the Planning and Environment labour budget. In four cases Council was represented by a planning consultant, which typically will cost Council \$5,000 per case.

**Consultation**

This report provides details of all planning applications and decisions that are required to be considered in accordance with the Frankston Planning Scheme and the Planning and Environment Act (1987).

Consultation occurs with the community as part of the planning process of each application that requires public advertising.

**Analysis (Environmental / Economic / Social Implications)**

This report will not result in any identified environmental, economic or social impacts.

**Legal / Policy / Council Plan Impact**Charter of Human Rights and Responsibilities

The Charter of Human Rights and Responsibilities has been considered in the preparation of this report but is not relevant to the content of the report.

Officer's Declaration of Interests

Council officers involved in the preparation of this report have no Conflict of Interest in this matter.

**Risk Mitigation**

There are no identified risks noted in relation to the preparation of this report.

**Conclusion**

This report provides Council with an overview of the activities and decisions made on planning applications in the month of July 2018.

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**ATTACHMENTS**

Attachment A: [↓](#) Town Planning Progress Report - July 2018

<b>Progress Report – Planning Applications Received</b> <b>For The Application Date: From 1/07/2018 To 31/07/2018</b>				
<b><u>Application No</u></b>	<b><u>Ward</u></b>	<b><u>Property Address</u></b>	<b><u>Application Description</u></b>	<b><u>Date</u></b>
310/2018/P	North-East	184 Centre Road, Langwarrin 3910	To construct extensions to an existing Emergency Services Facility (Fire Station)	2/07/2018
304/2018/P	North-East	24 Barnett Avenue, Carrum Downs 3201	Vegetation Removal - One (1) Tree	3/07/2018
317/2018/P	North-East	Factory 13/684-700 Frankston-Dandenong Rd, Carrum Downs 3201	Liquor License - Restaurant use with a liquor license and reduction in bicycle spaces	9/07/2018
321/2018/P	North-East	3 - 5 Progress Drive, Carrum Downs 3201	Covert existing warehouse to indoor recreational centre - change of use	11/07/2018
327/2018/P	North-East	620 Frankston-Dandenong Road, Carrum Downs 3201	Establishment of Childcare Centre, Vegetation Removal & Two (2) lot subdivision	11/07/2018
323/2018/P	North-East	260-280 Quarry Road, Langwarrin 3910	Change of Use - For material recycling	16/07/2018
334/2018/P	North-East	3 Yarralumla Drive, Langwarrin 3910	To construct one (1) new dwelling at the rear of existing dwelling	16/07/2018
331/2018/P	North-East	17 Sanoma Drive, Skye 3977	Extension to Existing Dwelling	17/07/2018
336/2018/P	North-East	29 Athol Court, Langwarrin 3910	To construct thirteen (13) dwellings and removal of native vegetation	17/07/2018
343/2018/P	North-East	100 Colemans Road, Carrum Downs 3201	Three (3) lot subdivision	19/07/2018
342/2018/P	North-East	7 Greenwood Drive, Carrum Downs 3201	To Construct of a second dwelling garage and carport	19/07/2018
57/2018/VS	North-East	8 Timarron Court, Langwarrin 3910	To construct a Shed, proposed site for in ground swimming pool.	20/07/2018
349/2018/P	North-East	5 - 9 Edward Street, Langwarrin 3910	Eighteen (18) lot subdivision	24/07/2018
350/2018/P	North-East	4 Fernwood Drive, Langwarrin 3910	To construct one (1) new dwelling to the rear of existing dwelling	24/07/2018
353/2018/P	North-East	610 Ballarto Road, Skye 3977	To Construct one (1) new replacement dwelling	24/07/2018
367/2018/P	North-East	35 Songlark Crescent, Carrum Downs 3201	To Construct one (1) single storey dwelling	26/07/2018
361/2018/P	North-East	81 – 83 Cranbourne-Frankston Road, Langwarrin 3910	Additions to an existing medical centre and to alter access to a road in a road zone Category 1.	30/07/2018
<b>North-East Ward Total = 17</b>				

<b>Progress Report – Planning Applications Received</b> <b>For The Application Date: From 1/07/2018 To 31/07/2018</b>				
<b><u>Application No</u></b>	<b><u>Ward</u></b>	<b><u>Property Address</u></b>	<b><u>Application Description</u></b>	<b><u>Date</u></b>
308/2018/P	North-West	34 East Road, Seaford 3198	Three (3) lot subdivision	2/07/2018
313/2018/P	North-West	16 Lorna Street, Seaford 3198	To remove an easement	4/07/2018
315/2018/P	North-West	43 Rosemary Crescent, Frankston North 3200	Construction of two (2) new dwellings	9/07/2018
49/2018/VS	North-West	361 Nepean Highway, Frankston 3199	Buildings and works to an existing building (in a DDO) - Vic Smart	11/07/2018
330/2018/P	North-West	1 New Street, Frankston 3199	Change of use to a service facility	13/07/2018
326/2018/P	North-West	85B East Road, Seaford 3198	Construct two (2) new dwellings	16/07/2018
324/2018/P	North-West	37 Nepean Highway, Seaford 3198	Construction of six (6) dwellings Waiver of visitor parking requirements	16/07/2018
329/2018/P	North-West	25 Portland Parade, Seaford 3198	Two (2) lot subdivision	16/07/2018
52/2018/VS	North-West	1 Chevalier Place, Frankston 3199	A reduction in the car parking requirements of Clause 52.06-3 of the Frankston Planning Scheme (Medical Centre)	17/07/2018
51/2018/VS	North-West	48 McAlister Street, Frankston 3199	Construct extensions to an existing dwelling on a lot of less than 300 square metres	17/07/2018
332/2018/P	North-West	3 Ozone Avenue, Seaford 3198	To construct one (1) new dwelling	17/07/2018
340/2018/P	North-West	85 Brunel Road, Seaford 3198	To construct three (3) warehouses and a reduction in car parking	17/07/2018
338/2018/P	North-West	22 East Road, Seaford 3198	To construct two (2) single storey dwellings and six (6) double storey dwellings (eight (8) dwellings)	17/07/2018
339/2018/P	North-West	121 – 123 Lindrum Road, Frankston 3199	To construct eleven (11) double storey dwellings	18/07/2018
344/2018/P	North-West	6-10 Govan Street, Seaford 3198	Two (2) lot subdivision	18/07/2018
53/2018/VS	North-West	234 Nepean Highway, Seaford 3198	To construct an extension (verandah) to an existing dwelling on a lot of less than 300 square metres	19/07/2018
347/2018/P	North-West	34 Johnstone Street, Seaford 3198	To construct three (3) double storey townhouse development	23/07/2018
356/2018/P	North-West	185 Old Wells Road, Seaford 3198	Two (2) lot subdivision	24/07/2018
354/2018/P	North-West	14 Milne Avenue, Seaford 3198	To construct a warehouse and offices	25/07/2018
355/2018/P	North-West	8 Anderson Street, Frankston 3199	To construct one (1) new dwelling to the rear of existing dwelling	25/07/2018

<b>Progress Report – Planning Applications Received</b> <b>For The Application Date: From 1/07/2018 To 31/07/2018</b>				
<b><u>Application No</u></b>	<b><u>Ward</u></b>	<b><u>Property Address</u></b>	<b><u>Application Description</u></b>	<b><u>Date</u></b>
357/2018/P	North-West	27 Havana Crescent, Frankston 3199	To construct three (3) double storey dwellings	30/07/2018
369/2018/P	North-West	314 Skye Road, Frankston 3199	To construct three (3) dwellings (one (1) single storey dwelling and two (2) double storey dwellings)	31/07/2018
<b>North-West Ward Total = 22</b>				
312/2018/P	South	15 West Road, Langwarrin South 3911	Construction of storage shed and horse stables	4/07/2018
306/2018/P	South	5 Crathie Court, Frankston 3199	Removal of water supply easement E-1 on CP108276	4/07/2018
305/2018/P	South	31 Denbigh Street, Frankston 3199	To construct one (1) new double storey dwelling	4/07/2018
322/2018/P	South	510 Nepean Highway, Frankston 3199	To increase the area to sell and consume liquor and create or alter access to a road in a Road Zone “Category 1 (RDZ1)”	4/07/2018
47/2018/VS	South	Shop 8/14 Olsen Street, Frankston 3199	Alterations to an existing building	5/07/2018
309/2018/P	South	3 Thames Street, Frankston South 3199	Extension to an existing dwelling	5/07/2018
307/2018/P	South	1 Healsview Court, Langwarrin South 3911	To construct one (1) new dwelling	5/07/2018
316/2018/P	South	485 Golf Links Road, Langwarrin South 3911	Buildings and works associated with existing education use	9/07/2018
48/2018/VS	South	5 Minimbah Court, Frankston South 3199	To construct extensions to an existing dwelling in a Design and Development Overlay (DDO1)	10/07/2018
319/2018/P	South	69 Warrandyte Road, Langwarrin 3910	To construct one (1) additional dwelling	11/07/2018
320/2018/P	South	18 Bembridge Avenue, Frankston South 3199	To construct one (1) double storey dwelling adjacent to the existing dwelling (two (2) dwellings)	11/07/2018
335/2018/P	South	1 Neil Street, Frankston South 3199	To construct a single dwelling	13/07/2018
328/2018/P	South	18 Gould Street, Frankston 3199	Replace four (4) existing carports	16/07/2018
325/2018/P	South	40 Gardeners Road, Langwarrin South 3911	To construct an ancillary outbuilding with a floor area of more than 100 square metres in a Bushfire Management Overlay Schedule 1 (BMO1) and a Design and Development Overlay Schedule 4 (DDO4)	16/07/2018

<b>Progress Report – Planning Applications Received</b> <b>For The Application Date: From 1/07/2018 To 31/07/2018</b>				
<b><u>Application No</u></b>	<b><u>Ward</u></b>	<b><u>Property Address</u></b>	<b><u>Application Description</u></b>	<b><u>Date</u></b>
333/2018/P	South	4 Geoffrey Court, Frankston 3199	To construct two (2) double storey dwellings, including buildings and works exceeding seven (7) metres in height in the Design and Development Overlay - Schedule 6 (DDO6) and building and works within the Tree Protection Zone of a tree specified in the table (Tree No. 257) of the Environmental Significance Overlay - Schedule 4 (ESO4)	16/07/2018
341/2018/P	South	90 Donald Road, Langwarrin 3910	To construct one (1) new dwelling, pool and garage	18/07/2018
345/2018/P	South	13 Bembridge Avenue, Frankston South 3199	Two (2) lot subdivision	19/07/2018
352/2018/P	South	27 Wallace Avenue, Frankston 3199	To construct one (1) triple storey and two (2) double storey dwellings to the rear of the existing dwelling (four (4) dwellings)	22/07/2018
359/2018/P	South	209 Humphries Road, Frankston South 3199	To construct extensions to an existing (second) dwelling on a lot	23/07/2018
56/2018/VS	South	2 Canning Street, Frankston South 3199	To remove one (1) substantial tree in a Significant Landscape Overlay Schedule 4 (SLO4)	23/07/2018
351/2018/P	South	47 Kenilworth Avenue, Frankston 3199	To construct three (3) new dwellings	24/07/2018
360/2018/P	South	3 Allawah Avenue, Frankston 3199	First floor addition to an existing dwelling	30/07/2018
358/2018/P	South	30 Nirvana Close, Langwarrin South 3911	To construct a new garage/ workshop	30/07/2018
<b>South Ward Total = 23</b>				
<b>Total New Applications = 62</b>				

<b>Progress Report – Amendments to Planning Permits - Received</b> <b>For The Application Date: From 1/07/2018 To 31/07/2018</b>				
<u>Application No</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Date</u>
650/2013/P/F	North-East	1231 Frankston-Dandenong Road, Carrum Downs 3201	Secondary Consent - Construction of twelve (12) double storey dwellings and the alteration and creation of access to a road in a Road Zone Category 1	4/07/2018
29/2016/P/A	North-East	1231 Frankston-Dandenong Road, Carrum Downs 3201	Secondary Consent - Twelve (12) lot subdivision	4/07/2018
578/2014/P/C	North-East	110 Wedge Road, Carrum Downs 3201	Section 72 - To construct up to twenty one (21) double storey dwellings and a subdivision of the development - Application withdrawn and placed under 236/2018/P/B as applicant gave incorrect planning permit number. Changed as per LR	9/07/2018
236/2018/P/B	North-East	110 Wedge Road, Carrum Downs 3201	Section 72 - Twenty one (21) Lot subdivision	9/07/2018
77/2017/P/E	North-East	75 Clifton Grove, Carrum Downs 3201	Secondary Consent - The use and construction of twenty eight (28) warehouses and the removal of native vegetation	30/07/2018
<b>North-West Ward Total = 5</b>				
103/2013/P/D	North-West	150 Nepean Highway, Seaford 3198	Extension of Time - To construct one (1) three storey dwelling in front of the existing dwelling (two (2) dwellings) and alterations to an access on a Road Zone Category 1	3/07/2018
99/2013/P/B	North-West	25 Oliphant Way, Seaford 3198	Secondary Consent - Use of the land for a restricted recreation facility, (trampolining), construction of a mezzanine floor, display of advertising signs and reduction of bicycle facilities	4/07/2018
355/2004/P/C	North-West	234-235 Nepean Highway, Seaford 3198	WITHDRAWN - Secondary Consent - Three (3 Storey) Dwellings	4/07/2018
59/2014/P/C	North-West	13 Lewis Street, Frankston 3199	Extension of Time - To construct two (2) single storey dwellings	5/07/2018
186/2011/P/C	North-West	15 Spray Street, Frankston 3199	Secondary Consent - The construction of a two (2) double storey dwellings	20/07/2018
487/2015/P/A	North-West	1/15 Spray Street, Frankston 3199	Secondary Consent - Two (2) lot subdivision - Withdrawn as applicant used incorrect planning number, this is now under 186/2011/P/C	20/07/2018
440/2012/P/A	North-West	3 Jolly Street, Frankston 3199	Extension of time - To construct one (1) single storey dwelling to the rear of the existing (two (2) dwellings)	30/07/2018

<b>Progress Report – Amendments to Planning Permits - Received</b> <b>For The Application Date: From 1/07/2018 To 31/07/2018</b>				
<b><u>Application No</u></b>	<b><u>Ward</u></b>	<b><u>Property Address</u></b>	<b><u>Application Description</u></b>	<b><u>Date</u></b>
726/2013/P/B	North-West	29 Leonard Street, Frankston 3199	Extension of Time - To construct two (2) single storey dwellings to the rear of the existing single storey dwelling (three (3) dwellings)	30/07/2018
276/2001/P/A	North-West	9/3-17 Sassafra Drive, Frankston 3199	Secondary Consent - 15 Dwelling Development	31/07/2018
<b>North-West Total = 9</b>				
547/2015/P/D	South	185 Warrandyte Road, Langwarrin 3910	Section 72 - To undertake buildings and works and to use the land for a childcare centre and to remove native vegetation.  Amendment - New Kerb and channel, footpath, pavement and associated works, changes to internal car park and removal of crossover etc.	5/07/2018
565/2017/P/A	South	95 Humphries Road, Frankston South 3199	Amendment to Planning Permit S 72 - To construct one (1) double storey dwelling exceeding 7.0 metres in height, to remove substantial trees and to undertake works within the Tree Protection Zone of substantial trees	5/07/2018
670/2015/P/B	South	16 Denbigh Street, Frankston 3199	Extension of Time - To construct three (3) double storey dwellings	9/07/2018
801/2002/P/A	South	20 Reservoir Road, Frankston 3199	Section 72 - Building Alterations and Additions	9/07/2018
230/2015/P/C	South	39 Culcairn Drive, Frankston South 3199	Secondary Consent - Four (4) lot subdivision and vegetation removal	10/07/2018
116/2017/P/A	South	5 The Range, Frankston South 3199	Section 72 - Two (2) lot subdivision	10/07/2018
460/2016/P/A	South	41 Violet Street, Frankston South 3199	Section 72 - Alterations and additions to an existing dwelling in a Design and Development Overlay Alterations and additions to an existing dwelling in an Erosion Management Overlay	20/07/2018
<b>South Ward Total = 7</b>				
<b>Total Amendments = 21</b>				

<b>Progress Report – Planning Application Decisions</b> <b>For The Application Date: From 1/07/2018 To 31/07/2018</b>					
<b><u>Application</u></b>	<b><u>Ward</u></b>	<b><u>Property Address</u></b>	<b><u>Application Description</u></b>	<b><u>Status</u></b>	<b><u>Date</u></b>
215/2018/P	North-East	1/55 Union Road, Langwarrin 3910	To erect and display illuminated business identification signage	Permit Approved	2/07/2018
100/2018/P	North-East	34 Maria Drive, Langwarrin 3910	Four (4) lot subdivision	Permit Approved	3/07/2018
539/2017/P	North-East	173 Lyrebird Drive, Carrum Downs 3201	To construct one (1) double storey dwelling to the rear of the existing dwelling (two (2) dwellings)	Notice of Decision	3/07/2018
625/2015/P/A	North-East	10 Warrandyte Road, Langwarrin 3910	Extension of Time - Two (2) lot subdivision	Extension of Time Approved	5/07/2018
279/2014/P/C	North-East	115 Frankston Gardens Drive, Carrum Downs 3201	Extension of time - To construct one (1) industrial building and a car parking reduction	Extension of Time Approved	6/07/2018
513/2017/P	North-East	155 Potts Road, Langwarrin 3910	Use and development of the land for the purpose of a market (farmers market) and a reduction of the car parking requirements of Clause 52.06 of the Frankston Planning Scheme.	Application Refused	6/07/2018
447/2017/P	North-East	1195B Frankston-Dandenong Road, Carrum Downs 3201	To construct eight (8) double storey and two (2) single storey dwellings	Permit Approved	10/07/2018
667/2012/P/G	North-East	2 Malibu Circuit, Carrum Downs 3201	Secondary Consent - Use as a store (fifty-seven (57) storage units) and to construct buildings and carry out works	Secondary Consent Approved	10/07/2018
193/2018/P	North-East	455 North Road, Langwarrin 3910	To remove vegetation (four (4) trees)	Permit Approved	12/07/2018
301/2017/P	North-East	68 - 74 Potts Road, Langwarrin 3910	To construct a residential aged care facility (144 beds), removal of native vegetation and to create, vary or remove easements	Permit Approved	16/07/2018
214/2018/P	North-East	Southgateway Reserve 48R Southgateway, Langwarrin 3910	To remove four (4) native trees	Permit Approved	17/07/2018
398/2011/P/D	North-East	1 Cranbourne-Frankston Road, Langwarrin 3910	Section 72 - Alterations and additions to the existing service station and to erect and display business identification signage	Permit Approved	17/07/2018
75/2018/P	North-East	7 Honeyeater Place, Carrum Downs 3201	To construct one (1) single storey dwelling to the rear of the existing dwelling (two (2) dwellings)	Permit Approved	17/07/2018

<b>Progress Report – Planning Application Decisions</b> <b>For The Application Date: From 1/07/2018 To 31/07/2018</b>					
<b><u>Application</u></b>	<b><u>Ward</u></b>	<b><u>Property Address</u></b>	<b><u>Application Description</u></b>	<b><u>Status</u></b>	<b><u>Date</u></b>
227/2018/P	North-East	6 Harlaw Court, Langwarrin 3910	To construct buildings and works with a Land Subject to Inundation Overlay (LSIO) and construct extensions to an existing dwelling on a lot under 300 square metres in a General Residential Zone (GRZ)	Permit Approved	19/07/2018
555/2017/P	North-East	47 Tova Drive, Carrum Downs 3201	<p>To construct buildings and works within an Industrial 1 Zone (I1Z) and to vary the restricted covenant that applies to the subject site as follows: Covenant in Instrument of Transfer Registered Number AB624452D by the deletion of the following paragraphs:</p> <p>(i) Shall not erect or cause to be erected on the land hereby transferred any building other than a building on which the whole of the front wall (save for the provision for windows, doors, fascias and gables) facing a road or street shall be constructed of brick, masonry or concrete;</p> <p>(ii) Shall not erect or cause to be erected on the land hereby transferred any building other than a building of which the side and rear walls (save for the provision of windows and doors) shall be constructed of brick, masonry, or concrete for a height of at least 204 centimetres from ground level;</p> <p>(iii) Shall not erect or cause to be erected on the land hereby transferred any building of which any external wall is constructed of corrugated iron sheets.</p>	Application Refused	19/07/2018
729/2011/P/B	North-East	Factory 18/684-700 Frankston-Dandenong Road, Carrum Downs	Section 72 - Food and Drink premises (cafe) and convenience shop and a reduction in the associated car parking spaces	Permit Approved	19/07/2018

<b>Progress Report – Planning Application Decisions For The Application Date: From 1/07/2018 To 31/07/2018</b>					
<b><u>Application</u></b>	<b><u>Ward</u></b>	<b><u>Property Address</u></b>	<b><u>Application Description</u></b>	<b><u>Status</u></b>	<b><u>Date</u></b>
144/2016/P/B	North-East	34 Lathams Road, Carrum Downs 3201	Extension of Time - To construct 18 ( eighteen ) warehouses.	Extension of Time Approved	25/07/2018
622/2015/P/D	North-East	16 Moorhen Crescent, Carrum Downs 3201	Extension of Time - To construct one (1) double storey dwelling to the rear of the existing dwelling (two (2) dwellings)	Extension of Time Approved	26/07/2018
362/2017/P	North-East	1195B Frankston-Dandenong Road, Carrum Downs 3201	To construct seven (7) double storey dwellings and the removal of one (1) tree on Lot 217 (Tree No. 627) within Stage 6 of the Wattlewood Estate	Permit Approved	27/07/2018
49/2018/P	North-East	74 Southgateway, Langwarrin 3910	To construct two (2) single storey dwellings	Permit Approved	27/07/2018
60/2017/P	North-East	67 Broderick Road, Carrum Downs 3201	To construct forty-nine (49) dwellings and subdivision of the land into 49 lots, in stages, and removal of native vegetation	Permit Approved	27/07/2018
236/2018/P/B	North-East	110 Wedge Road, Carrum Downs 3201	Section 72 - Twenty one (21) Lot subdivision	Permit Approved	30/07/2018
278/2018/P	North-East	100 Ballarto Road, Carrum Downs 3201	To erect and display floodlit and business identification signage and associated buildings and works	Permit Approved	30/07/2018
310/2018/P	North-East	184 Centre Road, Langwarrin 3910	To construct extensions to an existing Emergency Services Facility (Fire Station)	Permit Approved	30/07/2018
320/2015/P/E	North-East	54 Access Way, Carrum Downs 3201 170 Colemans Road, Carrum Downs 3201	Section 72 Amendment - To construct, in stages, fifty-two (52) factories (18 factories to be used for warehouse and 34 factories to be used for industry), to use a building (nominated as Industry 5 on the previously endorsed plans) as a 'Take Away Food Premises' and a reduction in car parking requirements under Clause 52.06.	Permit Approved	30/07/2018
598/2017/P	North-East	5 Ash Grove South, Langwarrin 3910	To construct three (3) double storey dwellings	Notice of Decision	30/07/2018
7/2018/P	North-East	75 Sandhurst Boulevard, Sandhurst 3977	To use the site as a food and drink premises (Cafe) and a reduction in the car parking requirements of Clause 52.06.	Notice of Decision	30/07/2018

<b>Progress Report – Planning Application Decisions</b> <b>For The Application Date: From 1/07/2018 To 31/07/2018</b>					
<b><u>Application</u></b>	<b><u>Ward</u></b>	<b><u>Property Address</u></b>	<b><u>Application Description</u></b>	<b><u>Status</u></b>	<b><u>Date</u></b>
98/2018/P	North-East	1 Moodie Court, Carrum Downs 3201	To construct one (1) single storey dwelling to the rear of the existing dwelling (two (2) dwellings)	Notice of Decision	30/07/2018
<b>North-East Ward Total = 28</b>					
38/2018/P/A	North-West	1-3 Overton Road, Seaford 3198	Secondary Consent - To construct a fence	Secondary Consent Approved	2/07/2018
43/2018/VS	North-West	53 Claude Street, Seaford 3198	To construct an outbuilding in a Special Building Overlay (SBO)	Permit Approved	3/07/2018
116/2018/P	North-West	18 Nepean Highway, Seaford 3198	Five (5) lot subdivision	Permit Approved	6/07/2018
160/2017/P	North-West	159 Nepean Highway, Seaford 3198	To construct eleven (11) dwellings within a three (3) storey building	Under Appeal	6/07/2018
46/2018/VS	North-West	26 Kirkwood Avenue, Seaford 3198	To construct a garage and dwelling additions in a Special Building Overlay (SBO)	Permit Approved	6/07/2018
251/2017/P	North-West	4-5 Railway Parade, Seaford 3198	To construct four (4) double storey dwellings and four (4) lot subdivision	Permit Approved	9/07/2018
729/2014/P/B	North-West	7 Phillip Street, Frankston 3199	To construct one (1) double storey dwelling to the rear of the existing dwelling (two (2) dwellings)	Permit Approved	10/07/2018
284/2017/P	North-West	2 Marion Street, Seaford 3198	Construction of five (5) dwellings comprising three (3) two-storey dwellings and two (2) single-storey dwellings	Permit Approved	11/07/2018
282/2008/P/A	North-West	12 Fortescue Avenue, Seaford 3198	Secondary Consent - The development of two (2) double storey dwellings	Secondary Consent Approved	12/07/2018
296/2018/P	North-West	22 Kananook Avenue, Seaford 3198	To construct a Fence	Permit Approved	12/07/2018
458/2015/P/B	North-West	19 Rosemary Crescent, Frankston North 3200	Extension of Time - To construct an additional dwelling (double storey) and buildings and works to the existing dwelling (two (2) dwellings)	Extension of Time Approved	12/07/2018
59/2014/P/C	North-West	13 Lewis Street, Frankston 3199	Extension of Time - To construct two (2) single storey dwellings	Extension of Time Approved	12/07/2018
21/2018/P	North-West	3 Tilia Court, Frankston North 3200	To construct one (1) double storey dwelling to rear of existing dwelling (two (2) dwellings)	Permit Approved	13/07/2018
581/2017/P	North-West	18 Bainbridge Avenue, Seaford 3198	To construct three (3) double storey dwellings	Permit Approved	13/07/2018

<b>Progress Report – Planning Application Decisions For The Application Date: From 1/07/2018 To 31/07/2018</b>					
<b><u>Application</u></b>	<b><u>Ward</u></b>	<b><u>Property Address</u></b>	<b><u>Application Description</u></b>	<b><u>Status</u></b>	<b><u>Date</u></b>
263/2018/P	North-West	20 Poplar Street, Frankston North 3200	Two (2) lot subdivision	Permit Approved	16/07/2018
49/2018/VS	North-West	361 Nepean Highway, Frankston 3199	Buildings and Works to an Existing Building (in a DDO) - Vic Smart	Permit Approved	17/07/2018
418/2017/P	North-West	2 Woodlea Court, Frankston 3199	To construct four (4) double storey dwellings	Notice of Decision	19/07/2018
551/2017/P	North-West	30 Parer Street, Frankston 3199	To construct three (3) double storey dwellings	Notice of Decision	19/07/2018
473/2015/P/B	North-West	2/23 Boonong Avenue, Seaford 3198	Extension of Time - To construct one (1) double storey dwelling on a lot less than 300 square metres and buildings and works on common property.	Extension of Time Approved	20/07/2018
522/2017/P	North-West	25 – 27 Hartnett Drive, Seaford 3198	Use land in a Industrial 1 Zone for a Tavern and a reduction of the Clause 52.06 car parking requirements	Permit Approved	20/07/2018
150/2011/P/F	North-West	42 Wangarra Road, Frankston 3199	Extension of time - Construct one (1) double storey dwelling to the rear of the existing dwelling	Extension of Time Approved	24/07/2018
329/2015/P/D	North-West	290 Nepean Highway, Seaford 3198	Extension of time - Construction of a four storey building containing 31 dwellings in a General Residential Zone 1, Design and Development Overlay (DDO6), Land Subject to Inundation Overlay (LSIO) and Bushfire Management Overlay (BMO), and alteration of access to a road in a Road Zone Category 1.	Extension of Time Approved	24/07/2018
163/2017/P/B	North-West	104 Austin Road, Seaford 3198	Condition 1 plans - To construct two (2) double storey dwellings	Permit Approved	25/07/2018
487/2015/P/A	North-West	1/15 Spray Street, Frankston 3199	Secondary Consent - Two (2) lot subdivision - withdrawn as applicant used incorrect planning number, this is now under 186/2011/P/C	Application Withdrawn	25/07/2018
567/2013/P/B	North-West	111 Railway Parade, Seaford 3198	Extension of Time - To construct a three (3) storey building for a shop and four (4) dwellings; a waiver of loading bay facilities and car parking	Extension of Time Approved	25/07/2018

<b>Progress Report – Planning Application Decisions</b> <b>For The Application Date: From 1/07/2018 To 31/07/2018</b>					
<b><u>Application</u></b>	<b><u>Ward</u></b>	<b><u>Property Address</u></b>	<b><u>Application Description</u></b>	<b><u>Status</u></b>	<b><u>Date</u></b>
719/2015/P/B	North-West	146 Fortescue Avenue, Seaford 3198	Extension of Time - To construct one (1) double storey dwelling to the rear of the existing dwelling (two (2) dwellings)	Extension of Time Approved	25/07/2018
103/2013/P/D	North-West	150 Nepean Highway, Seaford 3198	Extension of Time - To construct one (1) three storey dwelling in front of the existing dwelling (two (2) dwellings) and alterations to an access on a Road Zone Category 1	Extension of Time Approved	26/07/2018
123/2016/P/C	North-West	40 Tamarisk Drive, Frankston North 3200	Extension of Time - The construction of one (1) single storey dwelling to the rear of the existing dwelling (two (2) dwellings)	Extension of Time Approved	26/07/2018
277/2017/P	North-West	99 East Road, Seaford 3198	To construct four (4) double storey dwellings	Permit Approved	27/07/2018
60/2018/P	North-West	40 Karingal Drive, Frankston 3199	To construct two (2) double storey dwellings	Permit Approved	27/07/2018
173/2018/P	North-West	44 Queen Street, Frankston 3199	Eight (8) lot subdivision	Permit Approved	31/07/2018
22/2018/P	North-West	122 Seaford Place, Seaford 3198	To construct one (1) double storey dwelling to rear of existing dwelling (two (2) dwellings).	Permit Approved	31/07/2018
228/2017/P	North-West	9 Parwan Court, Frankston 3199	To construct two (2) double storey dwellings	Permit Approved	31/07/2018
395/2017/P	North-West	100-102 McMahons Road, Frankston 3199	To construct two (2) double storey dwellings	Permit Approved	31/07/2018
543/2016/P/B	North-West	25 Portland Parade, Seaford 3198	Secondary Consent - To construct one (1) single storey dwelling to the rear of the existing dwelling (two (2) dwellings)	Secondary Consent Approved	31/07/2018
583/2016/P/B	North-West	116 Austin Road, Seaford 3198	Section 72 - To construct one (1) double storey dwelling to the rear of the existing dwelling (two (2) dwellings) and a two (2) lot subdivision	Permit Approved	31/07/2018
77/2018/P	North-West	43 Galway Street, Seaford 3198	To construct one (1) double storey dwelling to the rear of the existing dwelling (two (2) dwellings)	Permit Approved	31/07/2018
<b>North-West Ward Total = 37</b>					
268/2018/P	South	4 Karina Street, Frankston South 3199	To construct one (1) single storey dwelling	Permit Approved	2/07/2018

<b>Progress Report – Planning Application Decisions For The Application Date: From 1/07/2018 To 31/07/2018</b>					
<b><u>Application</u></b>	<b><u>Ward</u></b>	<b><u>Property Address</u></b>	<b><u>Application Description</u></b>	<b><u>Status</u></b>	<b><u>Date</u></b>
755/2010/P/I	South	64 Baden Powell Drive, Frankston South 3199	Secondary consent - The construction of two (2) double storey dwellings to the rear of the existing dwelling (three (3) dwellings) and the removal of vegetation	Secondary Consent Approved	2/07/2018
237/2018/P	South	47 Brighton Street, Frankston South 3199	To construct a domestic swimming pool in a Design and Development Overlay Schedule 9 (DDO9)	Permit Approved	3/07/2018
257/2018/P	South	47 Seaview Road, Frankston South 3199	To remove three (3) trees	Permit Approved	3/07/2018
271/2018/P	South	6 Tetragona Way, Frankston South 3199	To construct extensions to an existing dwelling under the Design and Development Overlay Schedule 1 (DDO1)	Permit Approved	3/07/2018
289/2018/P	South	24 Yamala Drive, Frankston South 3199	Removal of Carriageway Easements E-1 and E-3	Permit Approved	3/07/2018
36/2018/P	South	55 Baileyana Street, Frankston South 3199	To construct one (1) double storey dwelling to the rear of the existing dwelling (two (2) dwellings)	Notice of Decision	3/07/2018
455/2014/P/A	South	19 - 23 Cambridge Street, Frankston 3199	Extension of Time - To construct twelve (12) one bedroom dwellings in a double storey building and reduction in car parking	Extension of Time Approved	4/07/2018
483/2015/P/A	South	75 Weeroona Road, Langwarrin South 3911	Extension of Time - To construct one (1) outbuilding in a Design and Development Overlay	Extension of Time Approved	5/07/2018
620/2013/P/B	South	43 Denbigh Street, Frankston 3199	Extension of time - Four (4) lot subdivision	Extension of Time Approved	5/07/2018
106/2018/P	South	6 Woodlea Place, Langwarrin 3910	To construct extensions to an existing outbuilding	Permit Approved	6/07/2018
141/2018/P	South	41-43 Deane Street, Frankston 3199	Ten (10) lot subdivision with common property	Permit Approved	6/07/2018
249/2017/P	South	24-32 Moorooduc Highway, Frankston South 3199	Use and development of a retirement village, alter access to a road in a Road Zone category 1, removal of substantial vegetation and to erect and display advertising signage.	Permit Approved	6/07/2018

<b>Progress Report – Planning Application Decisions</b> <b>For The Application Date: From 1/07/2018 To 31/07/2018</b>					
<b><u>Application</u></b>	<b><u>Ward</u></b>	<b><u>Property Address</u></b>	<b><u>Application Description</u></b>	<b><u>Status</u></b>	<b><u>Date</u></b>
44/2016/P/A	South	56 High Street, Frankston 3199	<p>Section 72 - Construction of eight (8) two storey dwellings and one building for common use and to construct or carry out buildings and works greater than 7 metres in height in the Design and Development Overlay Schedule 6. To amend the permit by:</p> <ul style="list-style-type: none"> <li>- Amending the heights, setbacks, floorplans and levels of the dwellings</li> <li>- Communal house reduced to be single storey</li> <li>- Other external changes including the addition of a disabled car space</li> <li>- Amending the plans to comply with the current conditions on the Planning Permit</li> </ul>	Permit Approved	6/07/2018
473/2017/P	South	4 Screen Street, Frankston 3199	To construct three (3) double storey dwellings	Notice of Decision	6/07/2018
251/2018/P	South	43 Raphael Crescent, Frankston 3199	To construct extensions to an existing dwelling and a domestic swimming pool	No Permit Required	9/07/2018
467/2016/P	South	28 Screen Street, Frankston 3199	To construct eight (8) double storey dwellings and removal of vegetation	Permit Approved	9/07/2018
136/2017/P	South	24 Lee Street, Frankston 3199	To construct nine (9) double storey dwellings	Permit Approved	10/07/2018
435/2016/P	South	1 Vinnys Court, Langwarrin 3910	To construct fourteen (14) double storey dwellings	Permit Approved	11/07/2018
47/2018/VS	South	Shop 8/14 Olsen Street, Frankston 3199	Alterations to an existing building	Permit Approved	11/07/2018
260/2018/P	South	108 Rosedale Grove, Frankston South 3199	Alterations and Additions to an existing dwelling within the Bushfire Management Overlay (BMO)	Permit Approved	12/07/2018
387/2015/P/D	South	59 Culcairn Drive, Frankston South 3199	Extension of Time - To construct three (3) double storey dwellings and one (1) single storey dwelling (four (4) dwellings)	Extension of Time Approved	12/07/2018
396/2014/P/B	South	7 Clarendon Street, Frankston 3199	Extension of Time - To construct one (1) double storey dwelling to the rear of the existing dwelling (two (2) dwellings)	Extension of Time Approved	12/07/2018
45/2018/VS	South	24 Bayview Road, Frankston 3199	Two (2) lot subdivision	Permit Approved	12/07/2018

<b>Progress Report – Planning Application Decisions</b> <b>For The Application Date: From 1/07/2018 To 31/07/2018</b>					
<u>Application</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Status</u>	<u>Date</u>
195/2018/P	South	8 Robinsons Road, Frankston South 3199	To construct four (4) single storey retirement units within an existing retirement village	Permit Approved	17/07/2018
181/2016/P/C	South	8 Cambridge Street, Frankston 3199	Secondary Consent - For the construction of one (1) double storey dwelling at the rear of the existing single storey dwelling (two (2) dwellings)	Secondary Consent Approved	19/07/2018
594/2015/P/B	South	22 Aldershot Road, Langwarrin 3910	Section 72 - To construct one (1) single storey dwelling to the rear of the existing dwelling and a single carport extension to existing dwelling (two (2) dwellings)	Permit Approved	19/07/2018
71/2018/P	South	14 Bangalay Avenue, Frankston South 3199	To construct alterations and additions to an existing dwelling in a Design and Development Overlay Schedule 1 (DDO1)	Permit Approved	19/07/2018
48/2018/VS	South	5 Minimbah Court, Frankston South 3199	To construct extensions to an existing dwelling in a Design and Development Overlay (DDO1)	Permit Approved	20/07/2018
207/2017/P	South	87 Frankston-Flinders Road, Frankston 3199	To construct two (2) double storey dwellings to the rear of the existing dwelling (three (3) dwellings) and to create/alter access to a road in a Road Zone Category 1	Permit Approved	24/07/2018
213/2018/P	South	14 Hoadley Avenue, Frankston South 3199	To construct and carry out works to an existing building in a Design and Development Overlay (DDO9)	Permit Approved	25/07/2018
662/2013/P/A	South	12 Catherine Parade, Frankston 3199	Extension of Time - To construct one (1) double storey dwelling to the rear of the existing dwelling (two (2) dwellings)	Extension of Time Approved	25/07/2018
670/2015/P/B	South	16 Denbigh Street, Frankston 3199	Extension of Time - To construct three (3) double storey dwellings	Extension of Time Approved	25/07/2018
728/2015/P/A	South	144 Cranbourne Road, Frankston 3199	Extension of Time - To construct extensions to the existing veterinary clinic	Extension of Time Approved	25/07/2018
230/2015/P/C	South	39 Culcairn Drive, Frankston South 3199	Secondary Consent - Four (4) lot subdivision and vegetation removal	Secondary Consent Approved	26/07/2018
175/2018/P	South	17 Foot Street, Frankston 3199	Three (3) lot subdivision	Permit Approved	27/07/2018

<b>Progress Report – Planning Application Decisions</b> <b>For The Application Date: From 1/07/2018 To 31/07/2018</b>					
<b><u>Application</u></b>	<b><u>Ward</u></b>	<b><u>Property Address</u></b>	<b><u>Application Description</u></b>	<b><u>Status</u></b>	<b><u>Date</u></b>
57/2018/P	South	3 Banool Court, Frankston South 3199	To construct one (1) double storey dwelling to the rear of the existing dwelling (two (2) dwellings)	Permit Approved	27/07/2018
306/2018/P	South	5 Crathie Court, Frankston 3199	Removal of water supply easement E-1 on CP108276	Permit Approved	30/07/2018
329/2016/P/B	South	170 Gould Street, Frankston 3199	Section 72 - To construct extensions to the existing dwelling in a Design and Development Overlay	Permit Approved	30/07/2018
116/2017/P/A	South	5 The Range, Frankston South 3199	Section 72 - Two (2) lot subdivision	Application Withdrawn	31/07/2018
<b>South Ward Total = 40</b>					
<b>Total Decision = 105</b>					

<b>Progress Report – Subdivision Application Received</b> <b>For The Application Date: From 1/07/2018 To 31/07/2018</b>				
<b><u>Application No</u></b>	<b><u>Ward</u></b>	<b><u>Property Address</u></b>	<b><u>Application Description</u></b>	<b><u>Date</u></b>
87/2018/S	North-East	210 Cranbourne-Frankston Road, Langwarrin 3910	Consolidation of Owners Corporations	16/07/2018
89/2018/S	North-East	44 McCormicks Road, Skye 3977	Boundary Re-Alignment	17/07/2018
91/2018/S	North-East	100 Colemans Road, Carrum Downs 3201	Three (3) lot subdivision	19/07/2018
84/2018/S	North-West	34 East Road, Seaford 3198	Three (3) Lot Subdivision	2/07/2018
88/2018/S	North-West	25 Portland Parade, Seaford 3198	Two (2) lot subdivision	5/07/2018
85/2018/S	North-West	16 Lorna Street, Seaford 3198	Removal of Easement	9/07/2018
92/2018/S	North-West	6-10 Govan Street, Seaford 3198	Two (2) lot subdivision	18/07/2018
94/2018/S	North-West	185 Old Wells Road, Seaford 3198	Two (2) Lot subdivision	24/07/2018
90/2018/S	South	19 Cambridge Street, Frankston 3199	Consolidation of Lots	17/07/2018
93/2018/S	South	13 Bembridge Avenue, Frankston South 3199	Two (2) lot subdivision	19/07/2018
<b>Total = 10</b>				

Progress Report – Subdivision Decisions					
For The Application Date: From 1/07/2018 To 31/07/2018					
<u>Application No</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Status</u>	<u>Date</u>
82/2017/S	North-East	2 Malibu Circuit, Carrum Downs 3201	Fourteen (14) lot subdivision	SOC Issued (M)	16/07/2018
166/2015/S	North-East	28 Quarrior Drive, Carrum Downs 3201	Two (2) lot subdivision	Certification and SOC Issued	17/07/2018
23/2016/S	North-East	66 Edward Street, Langwarrin 3910	Four (4) lot subdivision	Certification and SOC Issued	19/07/2018
123/2016/S	North-East	31 Boundary Road, Carrum Downs 3201	Two (2) lot subdivision (Spear ref: S093716t)	Certified	23/07/2018
124/2016/S	North-East	31 Boundary Road, Carrum Downs 3201	Two (2) lot subdivision (Spear ref: S093719e)	Certified	23/07/2018
29/2018/S	North-East	19 Sanctuary Drive, Carrum Downs 3201	Two (2) lot subdivision	Application Withdrawn (M)	26/07/2018
37/2015/S	North-East	18 Coles Parkway, Carrum Downs 3201	Two (2) lot subdivision	Certification and SOC Issued	31/07/2018
North-East Total = 7					
176/2015/S	North-West	16 Ti-Tree Crescent, Seaford 3198	Two (2) lot subdivision	Certified	6/07/2018
126/2017/S	North-West	1 Weatherston Road, Seaford 3198	Three (3) lot subdivision	SOC Issued (M)	26/07/2018
96/2017/S	North-West	17 Park Street, Seaford 3198	Two (2) lot subdivision	SOC Issued (M)	27/07/2018
153/2016/S	North-West	17 Galway Street, Seaford 3198	Two (2) lot subdivision	Certified	31/07/2018
83/2018/S	North-West	17 McAlister Street, Frankston 3199	Two (2) lot subdivision	Certified	31/07/2018
95/2017/S	North-West	9 Weatherston Road, Seaford 3198	Two (2) lot subdivision	Certified	31/07/2018
North-West Total = 6					
81/2018/S	South	24 Yamala Drive, Frankston South 3199	Removal of Easement	Certification and SOC Issued	4/07/2018
19/2014/S	South	340 Robinsons Road, Langwarrin South 3911	Two (2) lot subdivision	SOC Issued (M)	6/07/2018
58/2013/S	South	Com Prop 94 Young Street, Frankston 3199	Four Lot Subdivision under Section 32	Certification Expired	6/07/2018

Progress Report – Subdivision Decisions					
For The Application Date: From 1/07/2018 To 31/07/2018					
<u>Application No</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Status</u>	<u>Date</u>
74/2016/S	South	5-7 Olympic Avenue, Frankston 3199	Four (4) lot subdivision	Certified	25/07/2018
89/2017/S	South	9 Ronald Avenue, Frankston South 3199	Two (2) lot subdivision	SOC Issued (M)	25/07/2018
90/2018/S	South	19 Cambridge Street, Frankston 3199	Consolidation of Lots	Certification and SOC Issued	26/07/2018
118/2016/S	South	4 Outlook Road, Frankston 3199	Two (2) lot subdivision	Certified	27/07/2018
South Ward Total = 7					
Total = 20					

<b>Town Planning Applications – Direction To Advertise Issued From 1/07/2018 - 31/07/2018</b>				
<b><u>Application No</u></b>	<b><u>Ward</u></b>	<b><u>Property Address</u></b>	<b><u>Application Description</u></b>	<b><u>Application Date</u></b>
245/2018/P	North East	72 Orama Avenue, Carrum Downs 3201	To construct one (1) double storey dwelling to the rear of existing dwelling (two (2) dwellings)	1/06/18
111/2018/P	North East	6 Larch Street, Langwarrin 3910	To construct one (1) double storey dwelling to the rear of existing dwelling (two (2) dwellings)	9/03/18
242/2018/P	North East	8 Access Way, Carrum Downs 3201	To construct one (1) warehouse with ancillary office	25/05/2018
105/2018/P	North-West	8 Fellowes Street, Seaford 3198	To construct four (4) double storey dwellings	06/03/18
117/2018/P	North-West	73 Seaford Grove, Seaford 3198	To construct three (3) double storey dwellings	9/03/2018
73/2018/P	North-West	8 Belvedere Road, Seaford 3198	To construct one (1) double storey dwelling and one (1) single storey dwelling (two (2) dwellings)	15/02/2018
124/2018/P	North-West	59 Moreton Street, Frankston North 3200	To construct one (1) double storey dwelling to the rear of existing dwelling (two (2) dwellings)	16/03/2018
185/2018/P	North-West	99 Dandenong Road East, Frankston 3199	To construct two (2) double storey dwellings	17/04/2018
97/2018/P	North-West	154 Seaford Road, Seaford 3198	To construct two (2) double storey dwellings and one (1) single storey dwelling (3 dwellings)	28/02/2018
45/2018/P	North-West	83 McMahons Road, Frankston 3199	To construct two (2) double storey dwellings	29/01/2018
164/2018/P	South	76 Hillcrest Road, Frankston 3199	To construct two (2) double storey dwellings	4/04/2018
12/2018/P	South	8 Roberts Street, Frankston 3199	To construct two (2) double storey dwellings to the rear of existing single	5/01/2018
63/2018/P	South	6 Rosedale Grove, Frankston South 3199	(1) storey dwelling (three (3) dwellings) Two (2) lot subdivision	6/02/2018
220/2018/P	South	27 Bergman Road, Langwarrin 3910	To construct an outbuilding (shed) in a Design and Development Overlay Schedule 4 (DD04)	10/05/2018
26/2018/P	South	77 Humphries Road, Frankston South 3199	Three (3) lot subdivision	12/01/2018
118/2018/P	South	61 Screen Street, Frankston 3199	To construct three (3) double storey dwellings	13/03/2018
270/2018/P	South	3 Brooklyn Avenue, Frankston 3199	To Construct two (2) single storey dwellings and one (1) double storey dwelling (three (3) dwellings)	14/06/2018
179/2018/P	South	31-33 Chetwyn Court, Frankston South 3199	To construct a shed	16/04/2018

225/2018/P	South	56 Cliff Road, Frankston 3199	To construct a second storey extension to the existing dwelling	16/04/2018
189/2018/P	South	119 Cranbourne Road, Frankston 3199	To construct two (2) double storey dwellings and one (1) single storey dwelling, to construct buildings and works within a Special Building Overlay (SBO) and to create access to a road in a Road Zone, Category 1 (RDZ1)	19/04/2018
119/2018/P	South	38 Brighton Street, Frankston South 3199	Two (2) lot subdivision	20/03/2018
131/2018/P	South	176 North Road, Langwarrin 3910	To construct four (4) shops and two (2) offices in a two (2) storey building and a reduction in car parking.	20/03/2018
523/2009/P/D	South	34-38 Nirvana Close, Langwarrin South 3911	Section 72 Amendment - Three (3) lot subdivision and native vegetation removal - Change the location of the designated building envelope	28/05/2018
152/2018/P	North-East	57 McCormicks Road, Carrum Downs 3201	Use and development of a child care centre; associated business identification signage and access to a Road Zone 1.	4/04/2018
101/2018/P	North-East	19 Pardalote Avenue, Carrum Downs 3201	To construct one (1) double storey dwelling to the rear of the existing dwelling (two (2) dwellings)	5/03/2018
226/2018/P	North-East	113A Hall Road, Carrum Downs 3201	To use the site for a Restricted Recreation Facility (24-hour Gymnasium) and to erect Internally Illuminated Signage	14/05/2018
135/2018/P	North-West	1/12-16 Govan Street, Seaford 3198	To use the site for food and drink premises (restaurant), display a business identification sign and reduction of the car parking requirement under Clause 52.06 and on- premises Liquor licence	22/03/2018
285/2018/P	North-West	15 Addicott Street, Frankston 3199	To construct one (1) single storey dwelling to the rear of the existing dwelling (two (2) dwellings)	25/06/2018
148/2018/P	North-West	14 Sandpiper Place, Frankston 3199	Use of the land for a Residential building for student accommodation	28/03/2018
45/2018/P	North-West	83 McMahons Road, Frankston 3199	To construct two (2) double storey dwellings	29/01/2018

427/2016/P/C	South	20 Bembridge Avenue, Frankston South 3199	<p>Section 72 Amendment - To construct extensions to an existing dwelling</p> <ul style="list-style-type: none"> <li>- Modifications to the side setbacks along the Ground Floor.</li> <li>- The construction of a retaining wall adjacent to the western property boundary.</li> <li>- An increase in the building footprint of the Ground Floor, resulting in encroachment within the Tree Protection Zone of a substantial tree.</li> <li>- The conversion of the First Floor area into a 'Storage Loft'.</li> </ul>	3/05/2018
164/2018/P	South	76 Hillcrest Road, Frankston 3199	To construct two (2) double storey dwellings	4/04/2018
220/2018/P	South	27 Bergman Road, Langwarrin 3910	To construct an outbuilding (shed) in a Design and Development Overlay Schedule 4 (DDO4)	10/05/2018
189/2018/P	South	119 Cranbourne Road, Frankston 3199	To construct two (2) double storey dwellings and one (1) single storey dwelling, to construct buildings and works within a Special Building Overlay (SBO) and to create access to a road in a Road Zone, Category 1 (RDZ1)	19/04/2018
196/2018/P	South	20 Hill Street, Frankston 3199	To construct one (1) single storey dwelling to the rear of the existing dwelling (two (2) dwellings)	24/04/2018
394/2007/P/A	South	6 Leisureland Drive, Langwarrin 3910	<p>Section 72 - The construction of building and works to the existing building as a Place of Worship and Community Centre (Place of Assembly) and a Caretaker's House, with associated car parking in accordance with the endorsed plans.</p> <p>The amendment is to amend the condition 5 of the planning permit to increase the number of patrons from 80 to 350 persons at any one time and increase the number of occasions from 2 to 6 with increase to patron numbers from 150 to 700.</p>	26/02/2018
535/2015/P	South	29 Denbigh Street, Frankston 3199	To construct three (3) double storey dwellings	30/09/2015
250/2018/P	South	9 John Street, Langwarrin 3910	To construct one (1) single storey dwelling to the rear of existing dwelling (two (2) dwellings)	31/05/2018

<u>Legend</u>	
10 or more dwellings:	Yellow
3 or more lot subdivisions:	Blue
3 or more storey development:	Green
Applications in the CAA:	Pink

Progress Report – Current VCAT Appeals July 2018									
<u>Appeal No</u>	<u>Application Number</u>	<u>Address</u>	<u>Proposal</u>	<u>Lodged at VCAT</u>	<u>Council Decision</u>	<u>Appeal Type</u>	<u>Date of Appeal</u>	<u>VCAT Decision</u>	<u>Date of VCAT Decision</u>
P1454/2017	586/2016/P	23 Coogee Avenue Frankston	To modify the Restrictive Covenant contained in Instrument of Transfer 1306858 dated 3 April 1924 to delete the wording: "and will not at any time hereafter erect or allow to be erected more than one private dwelling on either of the said lots hereby transferred, and the building line of any such dwelling to be erected shall not be less than Thirty five feet distant from the Street or Road facing which it is to be erected" and replace with wording "will not erect or allow to be erected on the said lot works of any kind whatsoever other than three private dwellings on the said lot hereby transferred and the building line of any such dwelling to be erected shall not be less than the local authority approved distance from the street or road facing which it is to be erected"	11-Jul-17	Refusal	Refusal to grant a permit	28-May-18		
P1662/2017	206/2016/P	4 Dingle Avenue Frankston	Construction of double storey dwellings and waiving of visitor parking	1-Aug-17	NA	Amendment to Planning permit	01-Feb-18		

P1198/2017	156/213/P/B	446-450 Nepean Highway Frankston	To construct four (4) double storey dwellings	16-Aug-17	Refusal	Refusal to Extend Time	09-Feb-18		
P2465/2017	435/2016/P	1 Vinnys Court Langwarrin	To construct fifteen (15) double storey dwellings and retention of the existing dwelling (sixteen (16) dwellings)	30-Nov-17	Refusal	Refusal to grant a permit	08-May-18		
P2707/2017	481/2016/P	634A and 634B Nepean Highway Frankston South	The (re)Subdivision of the Land into 2 Lots and Road	29-Nov-17	Notice of Decision	Decision to grant a permit	28-May-18		
P2716/2017	136/2017/P	24 Lee Street Frankston	To construct nine (9) double storey dwellings	29-Nov-17	Refusal	Refusal to grant a permit	05-Jun-18	Approved	5/07/18
P1401/2017	323/2016/P	8 Valley road Langwarrin	To use and develop the land for one (1) double storey dwelling, garage, outbuilding, and native vegetation removal	21-Jun-17	Refusal	Refusal to grant a permit	20-Aug-2018 and 21-Aug-2018		
P2868/2017	467/2016/P	28 Screen Street Frankston	To construct eight (8) double storey dwellings and removal of vegetation	18-Dec-17	Not yet Determined	Failure to determine	29-Jun-18	Approved	2/07/18
P2938/2017	301/2017/P	68-74 Potts Road Langwarrin	To construct a residential aged care facility (one hundred and forty four (144) bed), removal of native vegetation and variation of easement	21-Dec-17	Refusal	Refusal to grant a permit	21-May-18	Approved	13/07/18
P3007/2017	228/2017/P	9 Parwan Court Frankston	To construct two (2) double storey dwellings	28-Dec-17	Not yet Determined	Failure to determine	09-Jul-18	Approved	27/07/18
P2928/2017	481/2016/P	634A and 634B Nepean Highway Frankston South	The (re)Subdivision of the Land into 2 Lots and Road	29-Dec-17	Notice of Decision	Decision to grant a permit	28-May-18		
P2929/2017	481/2016/P	616 Nepean Highway Frankston	The (re)Subdivision of the Land into 2 Lots and Road	21-Dec-17	Notice of Decision	Decision to grant a permit	28-May-18		

P2893/2017	546/2014/P	4 Clyde Street Mall Frankston	To use and develop the land for a five (5) storey building containing sixty (60) dwellings, food and drink premises and associated reduction of car parking	1-Dec-17	Approval	Failure to determine amending plans	05-Mar-18		
P45/2018	226/2017/P	45 Kenilworth Avenue Frankston	To construct four (4) double storey dwellings	9-Jan-18	Refusal	Refusal to grant a permit	08-Oct-18		
P179/2018	395/2017/P	100 McMahon's Road Frankston	To construct two (2) double storey dwellings	25-Jan-18	Refusal	Refusal to grant a permit	30-Jul-18	Approved	30/07/18
P199/2018	936/2005/P	12 Hi-Tech Place Seaford	Two (2) storey office and warehouse development	26-Jan-18	Approval	Appeal against conditions	07-Aug-18		
P306/2018	51/2017/P	610 Robinsons Road Langwarrin South	Use and building and works to construct one (1) single storey dwelling, an outbuilding and removal of vegetation.	16-Feb-18	Notice of Decision	Decision to grant a permit	16-Aug-18		
P271/2018	329/2017/P	6 Stawell Street Seaford	To construct two (2) double storey dwellings to the rear of the existing dwelling (three(3) dwellings)	12-Feb-18	Refusal	Refusal to grant a permit	17-Aug-18		
P298/2018	249/2017/P	24-32 Moorooduc Highway Frankston South	Use and development of a retirement village, alter access to a road in a Road Zone category 1, removal of substantial vegetation and to erect and display advertising signage.	23-Feb-18	Refusal	Refusal to grant a permit	16, 17, 18 and 20 Jul 2018	Approved	2/07/18
P325/2018	358/2017/P	218 Heatherhill Road Frankston	To construct one (1) double storey dwelling to the rear of the existing dwelling (two (2) dwellings)	16/03/2018 (Vacated)	Notice of Decision	Decision to grant a permit	10-Aug-18		
P337/2018	238/2017/P	1 Quail Place Frankston	Five (5) lot subdivision and vegetation removal	20-Feb-18	Notice of Decision	Decision to grant a permit	15-Aug-18		

P312/2018	401/2017/P	178 and 178A Seaford Road Seaford	Construction of four (4) double storey dwellings	6-Feb-18	Refusal	Refusal to grant a permit	30-Aug-18		
P489/2018	200/2016/P	115-119 Union Road Langwarrin	Five (5) Lot Subdivision	15-Mar-18	Approval	Appeal against conditions	5-Sep-18		
P543/2018	272/2017/P	214 Frankston-Dandenong Road Seaford	To construct three (3) double storey dwellings and removal of vegetation	20-Mar-18	Not yet Determined	Failure to determine	9-Aug-18		
P506/2018	789/2010/P	301-303 Ballarto Road Carrum Downs	To construct buildings and works for an extension to an existing building for the use as a medical centre and the erection of a business identification sign and to alter access to a Road Zone Category 1	19-Mar-18	Approval	Appeal against conditions	20-Sep-18		
P654/2018	240/2017/P	41 Potts Road Langwarrin	To construct six (6) double storey dwellings	3-Apr-18	Refusal	Refusal to grant a permit			
P629/2018	284/2017/P	2 Marion Street Seaford	Construction of five (5) dwellings comprising three (3) two-storey dwellings and two (2) single-storey dwellings	30-Mar-18	Refusal	Refusal to grant a permit	23-Aug-18	Approved	9/07/18
P649/2018	450/2015/P	104 Gamble Road Carrum Downs (formally known as 39 McCormicks Road Carrum Downs)	Five (5) lot subdivision	29-Mar-18	Approval	Act: Subdivision Act 1988 Section: 36	04-Oct-18		
P708/2018	351/2017/P	5, 7 and 9 Edward Street Langwarrin	To construct twenty two (22) double storey dwellings	5-Apr-18	Not yet Determined	Failure to determine	29-Nov-18		
P808/2018	492/2017/P	424-426 Nepean Highway, Frankston 3199	Use and development of the land for a multi-storey building for retail, dwellings, serviced	7-May-18	Not yet Determined	Failure to determine	12-Sep-18		

			apartments and gym, and a reduction in car parking requirements						
P741/2018	328/2016/P	30 High Street Frankston	To construct five (5) double storey dwellings	15-Apr-18	Refusal	Refusal to grant a permit	25-Oct-18		
P600/2018	345/2017/P	469 North Road Langwarrin	To construct an outbuilding (shed) outside of the building envelope and to vary the boundary setback under the Design and Development Overlay Schedule 4 (DDO4).	22-Mar-18	Approval	Appeal against conditions			
P917/2018	430/2005/P/D	325 Nepean Highway Frankston (units 102 & 49)	Development and use of the land for 110 dwellings and office(s), reduction in the car parking requirements at Clause 52.05 of the Frankston Planning Scheme, alteration of access to the Nepean Highway, and waiver of the requirement for loading/unloading bay, in accordance with the endorsed plan/s.	30-Apr-18	Refused	Appeal against conditions			
P979/2018	203/2017/P,	341 Frankston-Dandenong Road, Frankston North	To construct three (3) double storey dwellings	25-May-18	Refused	Refusal to grant a permit	8-Nov-18		
P993/2018	606/2017/P	6-12 Davey street Frankston	Demolition of heritage buildings, construction of a 13 storey building for retail and accommodation	29-May-18	Not yet Determined	failure to determine	08-Oct-18		
P772/2018	247/2016/P	30 Queen Street Frankston	To construct two (2) double storey dwellings to the rear of the existing dwelling (three (3) dwellings)	24-May-18	refused	Refusal to grant a permit	31-Oct-18		
P1037/2018	346/2017/P	14 Bragge Street, Frankston 3199	To construct six (6) triple storey dwellings	4-Jun-18	refusal	Failure to determine			

P1233/2018	518/2017/P	105 Humphries Road, Frankston South 3199	To construct one (1) building, use of site as child care centre and vegetation removal	28-Jun-18	Not yet Determined	failure to determine	7-Nov-18		
P2438/2017	200/2017/P	57 Alicudi Avenue, Frankston South 3199	Seven (7) lot subdivision and vegetation removal	30-Oct-17	Not yet Determined	ailure to determine	05-Apr-18	Approved	27/06/18
P1215/2018	2/2018/P,	14 Grain Store Court, Langwarrin 3910	To construct two (2) double storey dwellings and three (3) single storey dwellings (five (5) dwellings)	28-Jun-18	application Refused	Refusal to grant a permit	28-Apr-18		
	385/2017/P	7 The Range, Frankston South 3199	To construct two (2) double storey dwellings	9-Jul-18	application Refused	Refusal to grant a permit	7-Dec-18		
P1393/2018	342/2017/P	7 Sussex Crescent, Seaford 3198	To construct one (1) single storey dwelling to the rear of the existing dwellings (two (2) dwellings)	20-Jul-18	application Refused	Refusal to grant a permit	3-Aug-18		
P1392/2018	507/2017/P	155 Potts Road Langwarrin	Use and building and works to construct one (1) double storey dwelling with bed and breakfast accommodation and associated outbuilding for storage exceeding 100sqm.	25-Jul-18	Notice of Decision	Decision to grant a permit	21-Jan-19		

<b>Progress Report – VCAT Determination – Policy Implications July 2018</b>			
<u>Appeal No</u>	<u>Application No</u>	<u>Address (Ward)</u>	<u>VCAT Determination – Policy Implications</u>  <u>June 2018</u>
P298/2018	249/2017/P	24-32 Moorooduc Highway, Frankston South (SOUTH)	The applicant sought permission to construct a retirement village adjoining an existing supported care facility. Council had refused to grant a permit on grounds relating to neighbourhood character, reflecting objections received in respect of the application. The VCAT convened a 'compulsory conference', at which various amendments to the proposal were discussed to address the concerns raised. Ultimately, a design outcome satisfactory to all parties was agreed, and the matter was settled by consent.
P2868/2017	467/2016/P	28 Screen Street, Frankston (South)	The applicant sought permission to construct eight dwellings – Council did not support the proposal for reasons relating to neighbourhood character. The VCAT determined to grant a permit, noting that the proposal was consistent with planning policy for the land, and that the development would be a suitable addition to the character of the area and that new landscaping would replace existing vegetation in time.
P2716/2017	136/2017/P	24 Lee Street, Frankston (South)	The applicant sought permission to construct nine dwellings – Council refused to grant a permit for a variety of reasons including character and compliance with ResCode objectives. Considering amending plans to address the issues raised, the VCAT set aside Council's decision, finding that the proposal was a suitable response to the character of the area and that the proposal was a suitable response to the objectives of ResCode.
P629/2018	284/2017/P	2 Marion Street, Seaford (North West)	The applicant sought permission to construct five dwellings. Council did not support the grant of a permit. The VCAT convened a compulsory conference, during which agreement was reached on a set of plan amendments to address the concerns raised. The VCAT directed the grant of a permit by consent.

P2465/2017	435/2016/P	1 Vinnys Court, Langwarrin (South)	The applicant sought permission to construct fourteen dwellings on the land. Council had refused to grant a permit for reasons relating to neighbourhood character and ResCode compliance. The applicant amended plans to address the concerns raised. The VCAT determined that the proposal was an acceptable response to the character of the area, and that increased traffic movements would not result in unacceptable impacts, and that the proposal responded suitably to ResCode requirements. In respect of resident concerns about double storey construction, the VCAT commented: <i>'while I appreciate the opinion of residents who would prefer single storey development on the land, two storey developments are a common form in more contemporary redevelopments and a not unreasonable outcome in a residential setting provided amenity impacts are appropriately managed.'</i> It directed the grant of a permit.
P2938/2017	301/2017/P	68 Potts Road, Langwarrin (North East)	The applicant sought permission to construct a retirement village on land which was substantially treed. Council had refused to grant a permit on the basis of vegetation removal, bushfire risk and general character. The VCAT heard from numerous witnesses. It ultimately appears to have been influenced by 'demand' for aged care facilities, commenting: <i>Residential aged care facilities are in demand and the proposal appropriately seeks to provide for the community need for aged care accommodation. Environmental impacts will occur, however, we have concluded that they are acceptable when balanced against aged care accommodation needs and benefits with respect to drainage and water quality management.'</i> It directed the grant of a permit.
P3007/2017	598/2016/P	9 Parwan Court, Frankston (North West)	The applicant sought permission to construct two dwellings on the land. Council did not support the granting of a permit for reasons relating to character and direct amenity impacts to neighbours. The VCAT determined that the proposal was appropriate in character terms, and that potential impacts of visual bulk were acceptable as the <i>'bulk is not borne by any specific property, or in a way that should overly dominate a neighbouring rear yard's sense of space.'</i> The VCAT found that other amenity impacts to neighbours were not significant, or could be managed by way of permit conditions. It directed the grant of a permit.
P179/2018	395/2017/P	100 McMahon's Road, Frankston (North West)	The applicant sought permission to construct two double storey dwellings on the land. Council refused to grant a permit. Council's grounds of refusal related to character and a number of ResCode compliance issues. The VCAT noted that the development proposed an 'unapologetically contemporary design response', and that this was acceptable in character terms given the nature of the building's proposed setbacks, open frontage and potential for landscaping. The VCAT also found that there was sufficient space around the buildings for residents open space requirements and complementary landscaping. It directed the grant of a permit.

Strategic Unit - Planning Scheme Amendments – July 2018				
<u>Amendment</u>	<u>Address</u>	<u>Description</u>	<u>Status</u>	<u>Status Date</u>
C103	160 Potts Road	Amending the DPO	Seeking authorisation from Minister to prepare and exhibit amendment.	31 July 2018
C105	Health & Education precinct	Student Accommodation Policy	Deferred. Will do a following on project after the Housing Strategy Amendment Exhibition	31 July 2018
C111	Frankston City Car Parking Overlay	Implement a parking overlay over the FMAC	Adopted at 14 May 2018 Council Meeting. Submitted to the Minister for Planning for Approval with Council's recommendations.	31 July 2018
C123	Frankston MAC	Implements the recommendations of the Frankston MAC Structure Plan	Adopted at 3 April 2018 Council Meeting. Submitted to the Minister for Planning for Approval with Council's recommendations.	31 July 2018
C124	Frankston MAC (balance)	Implements the recommendations of the Frankston MAC Structure Plan for areas other than city centre.	Adopted at 23 July 2018 Council Meeting. To be submitted to the Minister for Planning for Approval with Council's recommendations.	31 July 2018

**Executive Summary****12.1 Resolution Progress Update**

*Enquiries: (Brianna Alcock: Corporate Development)*

Council Plan

Community Outcome:	3. A Well Governed City
Strategy:	3.1 Accountable Governance
Priority Action	3.1.1 The elected representatives will provide clear and unified direction, transparent decision makers and good governance

**Purpose**

To update and brief Council on the current status of resolutions.

**Recommendation (Director Corporate Development)**

That Council:

1. Receives the Notices of Motion Report as at 10 September 2018.
2. Approves the archiving of the following Notice of Motion from the Notices of Motion Report:
  - 2018/NOM21 – Economic Resilience Package II (as per Sam's 9/8 email)
  - 2018/NOM27 - Waiving of Kerbside Dining Fees for affected traders during Frankston Train Station Works
  - 2018/NOM31 - Improvements to the Planning Process
  - 2018/NOM43 - Exposed pylons of the elevated rail sections in Frankston
  - 2018/NOM46 - Peninsula Leisure Pty Ltd Matters
  - 2018/NOM50 - Multi-level car park (parts 1, 2, 4, 6 & 7)
3. Notes that since 31 July 2018, 59 resolutions have been completed, as detailed in the body of the report.
4. Notes that the reports listed below will not be presented back to Council by their advised dates and that a detailed explanation is provided in the body of the report.
  - Response to 2018/NOM4 – Emergency Grants
  - 2018/NOM20 – Traffic calming options at the top of Balmoral Street, Frankston
  - 2018/NOM24 - Frankston 'Future Fund'
  - Hearing of Submitters – proposed discontinuance of unused government road – corner North and Aldershot Roads, Langwarrin
  - Procurement Policy 2018/19
5. Notes the results of the audit conducted on the Notices of Motion register to include costs associated with Response to Notices of Motion.Andie13269

**Key Points / Issues**

- At the Ordinary Council Meeting OM295 held on 19 December 2016, Council resolved that:

**12.1 Resolution Progress Update****Executive Summary**

*“That the Chief Executive Officer is directed to provide regular updates to Council on the progress or status of Council’s resolutions resulting from Notices of Motion raised by Councillors. In order to facilitate this, a brief progress report (detailing the status of each outstanding resolution) is required to be presented to Council at each of its Ordinary Meetings in future commencing with Ordinary Meeting 296 (scheduled for the 30 January 2017).”*

- The Notices of Motion Report as at 13 August 2018 is attached and will continue to be updated and reported at each Ordinary Council Meeting.
- The following 6 Notice of Motion actions are reported as ‘complete’ and are proposed to be archived from the document:
  - 2018/NOM21 – Economic Resilience Package II (as per Sam’s 9/8 email)
  - 2018/NOM27 - Waiving of Kerbside Dining Fees for affected traders during Frankston Train Station Works
  - 2018/NOM31 - Improvements to the Planning Process
  - 2018/NOM43 - Exposed pylons of the elevated rail sections in Frankston
  - 2018/NOM46 - Peninsula Leisure Pty Ltd Matters
  - 2018/NOM50 - Multi-level car park (parts 1, 2, 4, 6 & 7)
- As of 31 July 2018, the following 59 resolution actions have been reported as ‘complete’:
  - Procurement Policy 2017/2018 – Review
  - Town Planning Application 442/2017/P - 27 Wells Street, Frankston - To use the land to sell and consume liquor (On-Premises)
  - Proposed discontinuance of an unused government road - corner of North and Aldershot Roads, Langwarrin
  - Response to NOM 1245 - Frankston Volunteer Coast Guard
  - Response to NOM 1254 - Pines Men's Shed Heating
  - 2018 National General Assembly of Local Government from 17 to 20 June 2018 - Canberra ACT
  - Proposed Works at Frankston Football Club
  - Microsoft Licensing Agreement and Services Renewal
  - Response to NOM 1377 - McClelland Gallery Interconnectedness and Peninsula Link
  - Response to NOM 1316 - Former Frankston Ambassador Site
  - Planning Permit Application 424/2017/P - 21 Edward Street, Langwarrin - To construct six (6) dwellings (three (3) single storey and three (3) double storey)
  - Frankston Skate Park Management Tender
  - Review of Councillor Code of Conduct
  - Signing of Councillor Code of Conduct
  - Delegates Report - Advocacy Visit to Canberra - May 2018

**12.1 Resolution Progress Update****Executive Summary**

- Resolution Progress Update (2 July 2018 OM)
- Appointment and Authorisation of Council Staff
- Frankston City Business Grants
- Election of Deputy Mayor for remainder of Mayoral Term - 2 July 2018 to 7 November 2018 (inclusive)
- Urgent Business – Meeting to be held with Mornington Peninsula Shire
- Frankston Planning Scheme Amendment C124 - Report on the findings and recommendations of the Panel Report and progression to adopt Amendment C124
- Response to NOM1375 - East/West Wells St Streetscape Improvement Project - Internal Audit
- Documents for Sealing
- Peninsula Leisure Pty Ltd - Company Matters
- Chief Executive Officer Leave Policy
- Planning Permit Application 492/2017/P - 424-426 Nepean Highway Frankston - Use and development of the land for a multi-storey building for retail, dwellings, serviced apartments and gym, and a reduction in car parking requirements
- Planning Permit Application 337/2017/P - 24 Leonard Street Frankston - To construct three (3) double storey dwellings
- Planning Permit Application 606/2017/P - 6-12 Davey Street Frankston - Demolition of heritage buildings, construction of a 14 storey building for retail and accommodation (135 dwellings), a reduction in car parking and waiver of loading bay requirements
- Planning Permit Application - 98/2018/P - 1 Moodie Court, Carrum Downs - To construct one (1) single storey dwelling to the rear of the existing dwelling (two (2) dwellings)
- Planning Permit Application 12/2018/S173 - 3 Molesworth Street, Seaford - To end Section 173 Agreement AK296514D which affects Lot 6 of Plan of Subdivision 068546
- Planning Permit Application 598/2017/P - 5 Ash Grove South, Langwarrin - To construct three (3) double storey dwellings
- June 2018 Town Planning Progress Report
- Resolution Progress Update (23 July 2018 OM)
- Rating Strategy 2018-2019
- Long Term Financial Plan 2018-2022
- Miscellaneous Grants and Frankston Arts Centre Discounts and Concessions - April, May, June 2018
- 2018 Local Government Community Satisfaction Survey results
- Sport and Recreation Victoria - Grant Submissions
- Everybody's Home National Housing and Homelessness Campaign

**12.1 Resolution Progress Update****Executive Summary**

- Response to 2017/NOM1252 & NOM1265 - Cleanliness of the City - Best Street Award Program
- Response to 2018/NOM4 - Emergency Grants
- Response to 2018/NOM27 - Car parking on Wells Street
- Planning Permit Application 273/2017/P - 24 Robinsons Road, Seaford - To construct three (3) double storey dwellings
- Overport Park Oval No 2 Reconstruction - Contract No 2018/19-1
- Integrated Water Forums: Frankston Council Participation in the Dandenong Catchment IWM and Westernport Catchment IWMs and Reporting Outcomes
- Award of Contract - Open Space & Roadside Lawn Maintenance Service
- Award of Contract - Weed Management
- Standing Grants Program 2018-2019
- Authorisation of Use of Council Seal for Years of Service Certificates
- Urgent Business – Cr Toms apology
- Urgent Business – Letter of apology
- Standing Grants Program 2018-2019
- Response to Petition - Beach 162 Café
- Application to Amend Planning Permit 142/2009/P under section 72 - Use of land as a Food and Drink premises (Restaurant) and associated Liquor Licence (On Premises Licence) and a reduction in the Car Parking requirement of the Frankston Planning Scheme
- Planning Permit Application - 33/2018/P - 20 Currawong Drive, Carrum Downs - To construct one (1) single storey dwelling to the rear of the existing two (2) dwellings
- Planning Permit Application 273/2017/P - 24 Robinsons Road, Seaford - To construct three (3) double storey dwellings
- Future Use of Bluestone Blocks
- Planning Application 492/2017/P - 424-426 Nepean Highway Frankston - Use and development of the land for a multi-storey building for retail, dwellings, serviced apartments and gym, and reduction in car parking requirements
- Centenary Park Golf Course Tender Panel
- Due to various factors, it is sometimes not possible for reports to be brought back before Council in accordance with the time frames resolved. However, progress updates have been supplied for the items set out below:
  - *Response to 2018/NOM4 – Emergency Grants*

A draft outline of the proposed grants program has been developed; this requires further refining to ensure small scale neighbourhood activities can be supported where groups are not incorporated. A report will be provided to Council at the 1 October 2018 Ordinary Meeting.

**12.1 Resolution Progress Update****Executive Summary**

- *2018/NOM20 – Traffic calming options at the top of Balmoral Street, Frankston*

The report is under development as further information is being sought. A report will be provided to Council at the 22 October 2018 Ordinary Meeting.

- *2018/NOM24 - Frankston 'Future Fund'*

It is proposed that a report first be presented to the Audit and Risk Committee for input relating to the creation, and maintenance, of a Frankston based 'Future Fund'. Discussions are underway to source data on both governmental and non-governmental examples. A Council report will be prepared and presented at the 22 October 2018 Ordinary Meeting.

- *Hearing of Submitters – proposed discontinuance of unused government road – corner North and Aldershot Roads, Langwarrin*

Due to some issues causing delay with finalizing the road discontinuance that the Department of Treasury and Finance and Department of Environment, Land, Water and Planning are currently investigating. A report is due to be provided to Council at the 1 October 2018 Ordinary Meeting.

- *Procurement Policy 2018/19*

The matter is still being investigated and further information from other councils is being sourced. The report will be provided to Council at the 1 October 2018 Ordinary Meeting.

- It was noted by EMT that the historic reporting for the costs associated with Notice of Motions did not include the subsequent Response to Notice of Motions. As a result, an audit was conducted on all Notice of Motions and Response to Notice of Motions since the beginning of this current Council term. The results have been provided in the Notices of Motion Report and Cost Summary.

**Financial Impact**

The State Government has introduced the "Fair Go Rates" system, placing a cap on Council rates which has restricted the level of increases that Council can apply to its rate revenue. Rate revenue constitutes 63 per cent of all Council revenue.

The rate cap over the past two financial years has been 2.5 per cent and 2.0 per cent respectively and is 2.25 per cent in 2018-2019.

The rate cap percentages are based on the consumer price index which relates to the average increase in the prices of a range of goods and services, very few of which apply to the cost drivers of providing local government services. The cost of providing Council services has been increasing well in advance of the rate cap applied by State Government.

Over time this trend may lead to a reduction in the levels of service provided to the community and in Councils ability to fund both new facilities and the ongoing renewal of existing facilities.

Council will continue to evaluate the impacts of rate capping annually and needs to be mindful of these outcomes in all Council decisions.

**Consultation****1. External Stakeholders**

Nil.

**12.1 Resolution Progress Update****Executive Summary****2. Other Stakeholders**

Nil.

**Analysis (Environmental / Economic / Social Implications)**

Making the written records available may provide some confidence regarding transparency in decision making, and is in keeping with best practice advice from the Victorian Ombudsman.

**Legal / Policy / Council Plan Impact**Charter of Human Rights and Responsibilities

The Charter of Human Rights and Responsibilities has been considered in the preparation of this report but is not relevant to the content of the report.

Legal

Nil.

Policy Impacts

There is no impact on Council policies.

Officer's Declaration of Interests

Council officers involved in the preparation of this report have no conflict of interest in this matter.

**Risk Mitigation**





There is no risk associated with this report.

**Conclusion**

The purpose of this report is to brief and update Council on the implementation and status of resolutions including Notices of Motion. Council Officers are continuously working to implement a range of Council resolutions and in addition to noting the work completed, it is recommended that the Notices of Motion as listed within this report now be archived.

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**ATTACHMENTS**

- Attachment A:  Notice of Motion Report - 2018 - for the 10 September Council Meeting (Cost Summary)
- Attachment B:  Notice of Motion Report - 2018 - for the 10 September Council Meeting
- Attachment C:  Notice of Motion Report - 2018 - for the 10 September Council Meeting (Confidential) (*Under Separate Cover*)
- Attachment D:  Notice of Motion Internal Cost Register - 2018 - for the 10 September Council Meeting (*Under Separate Cover*)

### Notice of Motions Estimated Costs By Councillor 2016 – 2020 Term

Table 1

Councillor	Number	Primary Cost	Ongoing Cost	Outcome Cost
Cr Cunial	9	\$0	\$128,800	\$227,500
Cr McCormack	11	\$3,025	\$0	\$238,000
Cr Toms	29	\$7,240	\$62,000	\$259,158
Cr Aitken	32	\$7,115	\$0	\$69,750
Cr Bolam	75	\$10,605	\$642,392	\$539,800
Cr O'Connor	18	\$2,600	\$4,000	\$25,163
Cr Mayer	3	\$200	\$66,000	\$0
Cr Hampton	21	\$6,565	\$4,200	\$31,100
Cr O'Reilly	3	\$0	\$0	\$0
<b>TOTAL</b>	<b>193</b>	<b>\$ 37,350</b>	<b>\$ 907,392</b>	<b>\$ 1,390,471</b>

NOTE: There may be occasions when the Ongoing Cost is ALSO reported under Outcome costs: this is on the occasions when the ongoing cost has a KNOWN FINITE total. This is to note for budgeting purposes (for eg: \$121,000 total over 11 years = \$11,000 budgeted per year). Notes/comments are provided in the report when this occurs

## Item 12.1 Attachment B: Notice of Motion Report - 2018 - for the 10 September Council Meeting

## Notice of Motion Report - 2018 - for the 10 September Council Meeting (A3674155).XLSX

Meeting Date	Item No	NOM Title and Councillor	Council Resolution	Responsibility	Comments	Cost Summary	Date Closed
28-Nov-16	13.1	NOM 1229 - Frankston Yacht Club Exterior Building Maintenance Cr Cunial	That the Chief Executive Officer is directed to instigate a maintenance regime for the newly completed Frankston Yacht Club building situated on the foreshore, which ensures that the exterior woodwork of the building and surrounding structures remains where possible in its current state in relation to colour and condition. The intent of Councils direction is to ensure that the building is not permitted to simply "grey with age". CARRIED UNANIMOUSLY	Paul Saly	1 May 2017 Archive.  27 Mar 2017 - Please be informed: Due to the sailing season, the Yacht Club will commence, oil staining in May, 2017. 03 Mar 2017 - 9:22 AM - Paul Saly Action reassigned to Paul Saly by: Jacqui Shannon	Primary Cost: Outcome Cost: \$95,000 per annum	1/05/2017
28-Nov-16	13.2	NOM 1230 - Foreshore Litter Collection Cr Cunial	Moved: Toms Seconded: Aitken That the Chief Executive Officer is required to immediately review the current litter collection arrangements on the municipalities foreshores and beaches with a view to increasing the number of rubbish and recycle bins located on our foreshores and beaches where required, particularly over the very busy summer period. The review shall address the current bin emptying timetable and shall address the potential need for an increase in the number of times bins are emptied to ensure the cleanliness and amenity of our foreshore. A report in relation to this matter is required to be tabled at the next Ordinary Meeting of Council. CARRIED UNANIMOUSLY	Dennis Hovenden	14 March 2017 – Dennis Hovenden Archive. 05 Jan 2017 - 2:39 PM - Gillian Kay Action completed by: Tracee Hall-davis Refer to OM19/12/16 05 Jan 2017 - 2:39 PM - Tracee Hall-davis Please refer to OM19/12/16 for further update. 16 Dec 2016 - 3:49 PM - Gillian Kay Estimated Completion Date changed by: Tracee Hall-davis From: 19 Dec 2016 To: 24/12/2016 16 Dec 2016 - 3:49 PM - Tracee Hall-davis A report is scheduled for OM 19/12 for Council consideration.	Primary Cost:  Once-off Cost: \$11,500 Recurring: \$16,800	5/01/2017
28-Nov-16	13.3	NOM 1231 - Tree Planting Program Cr Cunial	That the Chief Executive Officer arrange for the preparation of a report on the cost associated with the initiation of a predominantly indigenous tree planting program throughout the municipality's parks and reserves. Such report should focus on a planting regime which provides for a gradual yearly increase in the number of trees growing in all Council owned or managed parks and reserves taking into consideration the relevant ecological vegetation class of the given park or reserve CARRIED UNANIMOUSLY	Brad Hurren	1 May 2017 Archive.  5 April 2017 Action completed by: Brad Hurren Report prepared and presented to Council on 3 April 2017 in accordance with NOM. Report prepared and presented to Council on 14 March 2017 in accordance with NOM. 23 March 2017 – Tracee Hall-Davis A report was presented with refined costs included and a breakdown of costs handed to all Councillors for information. The item deferred for further inclusion of undertaking planting with volunteers on National Tree Planting Day in July using Federal Government grants. 09 Feb 2017 - 11:09 AM - Gillian Kay Estimated Completion Date changed by: Tracee Hall-davis From: 01 Feb 2017 To: 15/3/2017 08 Feb 2017 - 3:01 PM - Tracee Hall-davis Update provided by Director Community Development - The costs of implementing an incremental indigenous tree planting program in Council's parks and reserves are based on \$125 per tree for procuring, planting and maintaining semi mature plants in Council's 40 premium parks and reserves. These reserves are home to sporting facilities and neighbourhood parks. On this basis two trees per park per annum is estimated to cost \$10K and 5 trees per park is estimated to cost \$25K, which is over and above the current operational tree budget comprising \$50K for in fill street trees and \$35K allocated to general tree watering and	Primary Cost:  \$121K over 11 years (\$11K per annum)	1/05/2017  1/05/2017
28-Nov-16	13.4	NOM 1232 - Additions to Domestic Animal Plan Cr Mayer	Moved: Mayer Seconded: Bolam That the Chief Executive Officer arrange for officers to investigate the following additions and associated costs to the Domestic Animal Management Plan: • When owners pay for their cats and dogs registration fees, Council staff do a complimentary check to see if microchip details are up to date. • All registered and chipped dogs/cats are returned to their owners by vets and/or rangers FREE of charge. • All health card holders can register their animal for minimal fee or free. • Council shouldn't spend any money on Pets Day Out but all funding should come from sponsorship and be outsourced to an event organisation company. Monies raised should pay for the event. • Leash free fencing zones should be built and funded in place of Pets Day Out. • Council should create an allocated section on their website to post lost and found dogs. • Dead animals cats or dogs should be scanned and reported to the owner. • Animal owners should get a discounted registration fee if they take an online test outlining responsible animal ownership welfare. • A committee should be formed to assist in implementing these ideas made up of residents. • Initiate a campaign (e.g. go fund me) to raise funds for a day holding facility for lost animals such as Bayside City Council currently run. • An exemption from licensing for select breeds with an additional certification charge such as neighbourly Councils.	Leonie Reints	05 September 2017 - Archiving NOM as per Council Decision at the 4 September 2017 OM. 21 August 2017 - Request to archive NOM as a report was considered back to Council at the 14 August 2017 OM. Answers to NOM are within this report. 10 July 2017 - Report was scheduled to go to Council 3/7/17 for approval to go out for public consultation. However it was requested that it go to a Councillor Briefing first which is now scheduled for 31/07/2017. 20 June 2017 - A report is scheduled to be presented back to Council on the 3 July 2017. 13 June 2017 - A report is scheduled to be presented back to Council on 3 July 2017 for the approval to go out for public consultation.	Primary Cost:	5/09/2017
28-Nov-16	13.5	NOM 1233 - Review of Councillor Request Process Cr Cunial	Moved: Hampton Seconded: Bolam That the Chief Executive Officer is directed to conduct an urgent and thorough review of the Councillor Request process with a view to significantly improving the current operation and management of the system. A fundamental requirement of the review shall be that extensive consultation must occur with Councillors in order that their views and requirements are met prior to finalising the report. It is an expectation of Council that major improvement is required in terms of the customer service aspect. This would include the current timelines for responding back to Councillors, residents and other interested parties. The report is required to be completed by the Ordinary Meeting being held on 30 January 2017. CARRIED UNANIMOUSLY	Dennis Hovenden	1 May 2017 Archive.  3 April 2017 - Final Council report provided. 14 Mar 2017 - 11:44 AM - Andrea Gaynor Briefing conducted with Councillors. Interim report to March 2017 meeting and final report to April 2017 meeting. 05 Jan 2017 - 1:54 PM - Andrea Gaynor A Councillor Briefing has been scheduled on 16 January 2017.	Primary Cost:  Outcome Cost:	1/05/2017
28-Nov-16	13.6	NOM 1234 - Weed Spraying Around Playgrounds Cr Mayer	Moved: Mayer Seconded: Aitken That officers report back to Council on whether or not Roundup or other chemicals are used to spray weeds around children's playgrounds including preschools, and if so, investigate the cost of alternative treatments such as steam to reduce children's exposure to harmful chemicals. CARRIED UNANIMOUSLY	Dennis Hovenden	14 March 2017 – Dennis Hovenden Archive. 05 Jan 2017 - 2:37 PM - Gillian Kay Action completed by: Tracee Hall-davis Refer to OM 19/12/16 05 Jan 2017 - 2:36 PM - Tracee Hall-davis Please refer to OM19/12/16 for further update. 19 Dec 2016 - 10:36 AM - Gillian Kay Estimated Completion Date changed by: Tracee Hall-davis From: 24 Dec 2017 To: 24 Dec 2016 16 Dec 2016 - 3:48 PM - Gillian Kay Estimated Completion Date changed by: Tracee Hall-davis From: 19 Dec 2016 To: 24/12/2017 16 Dec 2016 - 3:48 PM - Tracee Hall-davis A report is scheduled for OM 19/12 for Council consideration.	Primary Cost:	5/01/2017
28-Nov-16	13.7	NOM 1235 – Removal of Natureslip planting ban Cr Toms	LOST	Gillian Kay	14 March 2017 – Dennis Hovenden Archive.	Primary Cost: Media Department - \$150	16/12/2016

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## Item 12.1 Attachment B: Notice of Motion Report - 2018 - for the 10 September Council Meeting

Meeting Date	Item No	NOM Title and Councillor	Council Resolution	Responsibility	Comments	Cost Summary	Date Closed
28-Nov-16	13.8	NOM 1236 – Support to Traders CAA Development Cr Toms	Moved: Toms Seconded: Mayer That the Chief Executive Officer request officers to brief Councillors on how disruption to traders is being minimised during works in Wells Street and Young Street, detailing lessons learnt and plans/recommendations for the future on how Council can be more effective in this area. Following this the Mayor meet with the State MP, Mr Paul Edbrooke to relay findings from the Council Briefing. CARRIED	Sam Jackson	05 September 2017 - Archiving NOM as per Council Decision at the 4 September 2017 OM. 21 August 2017 - This NOM will be completed within the larger NOM of 1338- Young Street Traders Assistance Package. The Action Items will be addressed through this. Request to archive on this basis. 31 July 2017 - Revitalisation unit continues to liaise with Vic Roads, contractors and traders to ensure impacts from projected road closures are minimised. Moving forward, Economic Development and Communications units are best placed to coordinate trader communication and assistance. I recommend that responsibility for this NOM be assigned to Manager Community Relations	Primary Cost:	5/09/2017
28-Nov-16	13.9	NOM 1237 - Status of Splash Card Program Cr Toms	Moved: Toms Seconded: Mayer That the Chief Executive Officer ask officers to brief interested Councillors on the status of the "Splash Card" program, detailing lessons learnt and plans/recommendations for the future. CARRIED UNANIMOUSLY	Tim Frederico	14 March 2017 – Dennis Hovenden Archive. 31 Jan 2017 - 2:20 PM - Tim Frederico Action completed by: Jacqui Shannon completed 31 Jan 2017 - 2:19 PM - Jacqui Shannon presented to Councillors at the Briefing night on 17 January 2017	Primary Cost:	31/01/2017
28-Nov-16	13.10	NOM 1238 – Addressing Anti Social Behaviour Cr Toms	Moved: Toms Seconded: Mayer That the Chief Executive Officer arrange for officers to brief Councillors on the action being taken to address anti-social behaviour, graffiti, litter and smoking – detailing lessons learnt and plans/recommendations for the future on how Council can be more effective in this area. CARRIED UNANIMOUSLY	Gillian Kay	14 March 2017 – Dennis Hovenden Archive. 10 Feb 2017 - 11:29 AM - Gillian Kay Action completed by: Tracee Hall-davis Completed 09 Feb 2017 - 11:10 AM - Gillian Kay Estimated Completion Date changed by: Tracee Hall-davis From: 01 Feb 2017 To: 20/2/2017 23 Jan 2017 - 11:57 AM - Tracee Hall-davis A briefing was held for Councillors which was attended by Police and the presentation forwarded to all Councillors.  05 Jan 2017 - 2:41 PM - Tracee Hall-davis An Interested Councillor Briefing has been scheduled for 17/1/17 to discuss this issue. 16 Dec 2016 - 3:51 PM - Gillian Kay Estimated Completion Date changed by: Tracee Hall-davis From: 19 Dec 2016 To: 1/2/2017 16 Dec 2016 - 3:51 PM - Tracee Hall-davis A meeting will be arranged to brief Councillors in the new year	Primary Cost:	10/02/2017
28-Nov-16	13.11	NOM 1239 – 2017/18 Frankston City Council Rates Cr O'Connor	Moved: O'Connor Seconded: Bolam That the Chief Executive Officer directs relevant staff, in preparation for upcoming budget deliberations, to forecast Frankston City Council municipal rates at no more than 1.5% for the 2017/2018 budget period amongst other forecasts. CARRIED	Kim Jaensch	14 March 2017 – Dennis Hovenden Archive. Requested incorporation into draft budget presentations. 03 Feb 2017 - 11:17 AM - Kim Jaensch Action completed by: Kim Jaensch <del>14 March 2017 – Dennis Hovenden Archive. Requested incorporation into draft budget presentations. 03 Feb 2017 - 11:17 AM - Kim Jaensch Action completed by: Kim Jaensch</del>	NIL	3/02/2017
19-Dec-16	13.1	NOM 1240 - Progress of Council Resolutions resulting from Notices of Motion Cr Cunial	Moved: Mayer Seconded: Hampton That the Chief Executive Officer is directed to provide regular updates to Council on the progress or status of Council's resolutions resulting from Notices of Motion raised by Councillors. In order to facilitate this, a brief progress report (detailing the status of each outstanding resolution) is required to be presented to Council at each of its Ordinary Meetings in future commencing with Ordinary Meeting 296 (scheduled for the 30 January 2017).	Dennis Hovenden	14 March 2017 – Dennis Hovenden Archive. Costs Initial Officers time - \$500 – ongoing officer time. 10 Feb 2017 - 11:52 AM - Andrea Gaynor Complete. Report now appears in Agenda. 05 Jan 2017 - 4:52 PM - Andrea Gaynor Report to be included in Agenda and individual Councillors advised of process.	Primary Cost: Ongoing Cost: \$500 per month (\$6000 per annum)	14/03/2017
19-Dec-16	13.2	NOM 1241 - Centenary Park Golf Course Committee Cr Hampton	Council Decision: Moved: Hampton Seconded: Toms That: 1. Council notes that the pro shop and golf course at Centenary Park remain as separate entities to the Centenary Park sporting complex. 2. A Committee of Interested Councillors and appropriate officers be appointed to develop a future 10 year business plan for the Centenary Park Golf Course. 3. Regular reports be provided to Council on the development of the draft business plan including consultation undertaken with key stakeholders. 4. The final draft business plan be presented to Council for consideration and adoption by the end of 2017 at the latest. 5. Council notes that D&S Golf have previously been advised that their current contract will not be extended. 6. Notwithstanding the previous advice to D&S Golf, Council now advises D&S Golf that their current contract (expiry 30 June 2017) will now be extended to the 30 June 2018. This will allow for the development of the draft business plan for Centenary Park Golf Course and guarantee no interruption to the management and viability of the golf course. CARRIED UNANIMOUSLY	Liz Daley	23 November 2017 - Archiving NOM as per resolution from OM309 (20 November 2017). 31 October 2017 - A briefing of Councillors occurred 2/10/17. Evaluation criteria timelines and evaluation panel agreed for an EOI process. Recommended that this resolution be archived as the process will now form part of the contract review. Request to archive. 02 October 2017 - A draft report will be presented to EMT on Tuesday 26 September 2017. It is anticipated that a report will be presented to 2 October 2017 Council Briefing. 11 September 2017 - A draft report plan has been received for review by EMT prior to a Councillor Briefing requested for September. 21 August 2017 - Consultant is progressing work on the Business Plan 31 July 2017 - 1. Noted 2. The consultant has met with the liaison committee a number of times 3. Extensive consultation has been undertaken including alternative models and golf clubs to understand opportunities. The next stage is to meet with interested councillors to gain further input <del>4. The consultant will be able to draft to be developed by the end of 2017</del>	Primary Cost: \$2,350 (please note: an additional cost of \$226 has been added to the total figure of the Primary Cost)	21/11/2017
19-Dec-16	13.3	NOM 1242 - Readable Size of Print Cr Aitken	Moved: Aitken Seconded: Bolam That all Agendas and all other information circulated to Councillors be in a rationally readable size print. CARRIED UNANIMOUSLY	Dennis Hovenden	3 April 2017 Archive.  10 Feb 2017 - 11:54 AM - Andrea Gaynor Councillors have advised of requirements and will be accommodated. Larger print for appropriate documents will be used. 05 Jan 2017 - 4:51 PM - Andrea Gaynor All Councillors to be contacted to ascertain their requirements for Agenda/information.	Primary Cost:	3/04/2017
19-Dec-16	13.4	NOM 1243 - Pedestrian Crossing Fletcher Road Cr Aitken	Council Decision: Moved: Aitken Seconded: Mayer That Council make representation to VicRoads to formalise a pedestrian crossing on Fletcher Road between the Police Station and Law Courts and Bayside Shopping Centre and that Council request Mr Paul Edbrooke MP, Member for Frankston to make appropriate representation on our behalf. CARRIED UNANIMOUSLY	Gill Kay	26 September 2017 - As per Council Meeting held the 25th of September, archiving NOM. 12 September 2017 - Fletcher Road is under the operational responsibility of VicRoads. Council made several representations to VicRoads to advocate better pedestrian safety on Fletcher Road between Law Courts and Bayside Shopping Centre and VicRoads advised in a letter 06/2012 that "... the request for pedestrian operated signals is unlikely to be implemented in the short to medium term based on their criteria for prioritisation". Following a fatal accident in 2014, Council further advocated to VicRoads to improve pedestrian safety. VicRoads undertook a formal investigation and resolved to install additional pedestrian warning signs (letter 10/2014). The Infrastructure Department wrote to VicRoads to address a Pedestrian crossing between the Law Courts and Bayside Shopping Centre and VicRoads responded stating: • 'pedestrian safety projects are prioritised for funding based on relative risk to pedestrians' • 'installation of pedestrian operated signals and any other improvements for this location will be	Primary Cost:	26/09/2017

## Item 12.1 Attachment B: Notice of Motion Report - 2018 - for the 10 September Council Meeting

Meeting Date	Item No	NOM Title and Councillor	Council Resolution	Responsibility	Comments	Cost Summary	Date Closed
19-Dec-16	13.5	NOM 1244 - Criminal Asset Forfeitures Cr Bolam	Moved: Bolam Seconded: Aitken That Council writes to the Federal MP for Dunkley, Mr Chris Crewther, Federal Minister for Justice The Hon. Michael Keenan, State MP Mr Paul Edbrooke and State Minister for Justice The Hon. Martin Pakula, advocating that asset forfeitures for/from criminal proceeds be better channelled into the local communities (crime prevention programs, victim support programs, etc) where the proceeds of crime were claimed. CARRIED UNANIMOUSLY	Gill Kay	05 September 2017 - Archiving NOM as per Council Decision at the 4 September 2017 OM. 21 August 2017 - The response advised funds are made available as grants. Request to archive NOM. 31 July 2017 - Letters were sent and a response received and subsequently circulated to Councillors. 10 July 2017 - Comment left on behalf of Gill Kay: 1) A response from MP Paul Edbrooke on behalf of Hon Martin Pakula regarding asset for futures has been received. 2) The letter advises finding is available through a grants program administered by the Community Crime Prevention Unit within the Department Justice and Regulation. 20 June 2017 - Still waiting for a response from the Federal Minister for Justice and the Federal MP Dunkley	Primary Cost:	5/09/2017
19-Dec-16	13.6	NOM 1245 - Frankston Volunteer Coastguard Cr Bolam	Council Decision: That a report be provided to Council at the May 2017 Ordinary Meeting on non-marina / non-safe boat harbour options for the Frankston Volunteer Coastguard headquarters (HQ). These options should include: - Retrofitting of existing HQ; - Wholesale reconstruction of existing HQ; - Permanent and secure Mooring for the Coastguard's primary rescue vessel; - Relocation of existing HQ to an existing venue; and/or - Relocation of existing HQ to a newly constructed venue. The report should consider local, state, federal and philanthropic funding routes for any of the above options plus total anticipated costs for the most viable long-term option. Consultation should take place with the Executive of the Frankston Volunteer Coastguard, and the "most viable long-term option" explored within the context of this report must have the support of the organisation. The Frankston Volunteer Coastguard organisation plays a crucial role in maritime rescues in our municipality and deserves the full ongoing support of council. CARRIED UNANIMOUSLY	Gill Kay	26 September 2017 - As per Council Meeting held the 25th of September, archiving NOM. 11 September 2017 - Report was considered back to Council at the 4 September OM. Request to archive NOM. 21 August 2017 - It was agreed to have this report prepared for the 4 September Council Meeting as we are waiting on the cost plan for the proposed new facility and existing condition audit. Co-ordinator Building Projects is working on the report. Reporting being prepared for the 4 September OM. 31 July 2017 - A report is scheduled to be submitted to an ordinary Meeting 14th August. 10 July 2017 - Comment left on behalf of Gill Kay: Significant consultation has been undertaken with the Coastguard and Marine engineering experts. In respect of the building fitness for purpose is now understood and iterates the need for a new purpose built facility. A more detailed report and briefing is being prepared. With regard to the breakwater an application has been submitted an application has been to Federal Government and RFQ has been prepared to enable hydrographic work and plans. 22 June 2017 - A meeting with Councillor Bolam has been requested to discuss further as more preliminary work is required to inform the report 20 June 2017 - A further report to Council is subject to further consultation and consideration of technical information and will be presented to the September OM. 13 June 2017 - Further consultation with the coastguard is required re. spatial requirements. Hydrographic information is being confirmed to better inform the report and briefing of Councillors prior to a report being presented to the August Ordinary Meeting.	Primary Cost: \$700 (meetings held) Budget of \$55,000 included in draft budget 18/19	26/09/2017
19-Dec-16	13.7	NOM 1246 - Ongoing Delays on the Frankston Train Line Cr Bolam	Moved: Bolam Seconded: Aitken That Council writes to State MP Mr Paul Edbrooke and State Transport Minister The Hon. Jacinta Allan calling on the State Government to provide fare reductions and/or fare credit for Frankston line commuters adversely impacted upon by ongoing scheduled works and unscheduled delays on the Frankston train line. Given the regularity of such works/delays, the position of Council is that Frankston line commuters deserve fare relief for what is arguably the busiest train line in Victoria. The position of Council should also be referred to the South-East Melbourne Group of Council and the Association of Bayside Municipalities for consideration. CARRIED	Dennis Hovenden	1 May 2017 Archive - On the basis the State Government will not entertain. Response received from Mr Paul Edbrooke MP and Hon Jacinta Allan MP (A3321572)  3 April 2017 - No change to the status. 14 March 2017 - Dennis Hovenden No response received. 10 Feb 2017 - 12:02 PM - Andrea Gaynor Member for Frankston has written to Minister for Transport. Cardinia Shire Council response - not relevant to this Council. No other responses. 05 Jan 2017 - 2:51 PM - Andrea Gaynor Letters have been written (A3271681 and A3273915) to Mr Paul Edbrooke MP, The Hon Jacinta Allan, ABM group of Councils and SEM Councils.	Primary Cost: \$200 (letters sent)	1/05/2017
19-Dec-16	13.8	NOM 1247 - Briefing on Staff Related Matters with Reputational/Litigious Reverberations Cr Bolam	Moved: Bolam Seconded: Aitken That the CEO is directed to conduct an urgent briefing for interested councillors in relation to internal staffing matters which have the potential for reputational and litigious damage to the city. The briefing should also cover the nature of contemporary staff redundancies / 'payouts'; and whether any redundancies / 'payouts' have been related to acrimonious work relationships (as opposed to structural changes). CARRIED UNANIMOUSLY	Dennis Hovenden	14 March 2017 - Dennis Hovenden Archive. 10 Feb 2017 - 12:03 PM - Andrea Gaynor Complete. Briefing of interested Councillors was conducted. Information provided to advise that there is no issues of concern. 18 Jan 2017 - 11:12 AM - Andrea Gaynor A briefing was conducted on 17 January 2017.  No issues were identified. 09 Jan 2017 - 12:37 PM - Andrea Gaynor Briefing of interested Councillors arranged for 17 January 2017 at 6.00pm.	Primary Cost: \$820 (Special Briefing held)	14/03/2017
19-Dec-16	13.9	NOM 1248 - Gretana Park Raringal Cr Aitken	Moved: Aitken Seconded: Bolam That Council make a formal submission to the State Government in relation to the restoration of the hard surface playing area at Gretana Park with a view to some form of assistance in funding and that a communication to Mr Paul Edbrooke MP, Member for Frankston be sent accordingly seeking his support. That Council investigates the option of the sale of a portion of the site with the view of proceeds of the sale be reinvested into the Gretana Park. CARRIED UNANIMOUSLY	Jo Cross	31 July 2017 - NOM archived as per OM 24 July 2017 (12.7 Progress of Council Resolutions Resulting from Notice of Motions) 18 July 2017 - Request to archive as report was presented back to Council at the 3 July 2017 OM. 10 July 2017 - Report was submitted to the 3 July 2017 OM. 20 June 2017 - Currently seeking further information.	Primary Cost: Removal of tennis courts and fencing; installation of BBQ, power, bench seats and rubbish bins: \$38,000	31/07/2017
19-Dec-16	13.1	NOM 1249 - Police Station in Langwarrin or Frankston North Cr Bolam	Council Decision: Moved: Bolam Seconded: O'Connor That Council writes to the (state) Minister for Police and the Victoria Police Commissioner vigorously advocating for increased police resources in both Langwarrin and Frankston North on the basis of geographical displacement from Central Frankston and increased localised crime. CARRIED UNANIMOUSLY	Gill Kay	26 September 2017 - As per Council Meeting held the 25th of September, archiving NOM. 11 September 2017 - A response has been received and circulated to Councillors. Response advised of additional Police across Victoria. No commitment specifically made to Frankston Local Command. Advise Frankston at full establishment which will not increase. Request to archive NOM. 24 July 2017 - Meeting with police occurred 19 July and information received highlighting additional police stations are contraindicative to current model of resourcing i.e. more police officers on the ground. Council is awaiting a response from minister's office 10 July 2017 - Meeting scheduled on 05/07/2017 with Manager, Councillor Bolam and Director with Local Area Commander VicPol (or delegate) was cancelled and will be re-scheduled. 22 June 2017 - Response has been received 14/3/17 from Minister of Police. Still awaiting response from Police Commissioner. 13 June 2017 - No change to the status. 22 May 2017 - No change to the status.	Primary Cost: \$175 (meeting held)	26/09/2017

## Item 12.1 Attachment B: Notice of Motion Report - 2018 - for the 10 September Council Meeting

Meeting Date	Item No	NOM Title and Councillor	Council Resolution	Responsibility	Comments	Cost Summary	Date Closed
19-Dec-16	13.11	NOM 1250 - Re-founding of City Life Cr Aitken	Moved: Aitken Seconded: Bolam That an emergency summit be held within four weeks of today's date (19 December 2016) to help facilitate the re-founding of City Life. Attendees would include all interested Councillors, the City Life Executive and relevant Council officers. CARRIED	Dennis Hovenden	22 May 2017 - Archive 1 May 2017 - Report provided to this meeting. 3 April 2017 - Meeting with key stakeholders is scheduled for 28 March 2017. A report will be provided to the May 2017 Ordinary meeting following a briefing to Councillors in April. 14 Mar 2017 - 1:51 PM - Follow up meeting 28/3/17 with key stakeholders to be held before Council is briefed on options. Report to April 2017 meeting. 10 Feb 2017 - 12:05 PM - Meeting conducted, options discussed and a further meeting to discuss progress to be conducted mid March 2017. 09 Jan 2017 - 12:38 PM - Arrangements made for meeting on 16 January 2017.	Primary Cost: \$5,270 (meetings/summits held)	22/05/2017
30-Jan-17	13.1	NOM 1253 - Pines Men's Shed Cr Aitken	<u>WITHDRAWN</u>				14/03/2017
30-Jan-17	13.2	NOM 1257 - Cameras at Belvedere Shopping Centre Cr Aitken	Moved: Aitken Seconded: Bolam That letters be sent by no later than Friday 3 February close of business to shop holders at the Belvedere shopping centre advising of when the camera roll out is occurring. CARRIED UNANIMOUSLY	Dennis Hovenden	1 May 2017 Archive.  3 April 2017 No change to the status. 23 March 2017 - Tracee Hall-Davis Completed 21 Feb 2017 - 2:29 PM - Tracee Hall-davis Letters prepared and delivered 10 February 2017.	Primary Cost: \$350 (numerous letters sent)	1/05/2017
30-Jan-17	13.3	NOM 1258 - Civic Reception for CFA Volunteers Cr O'Connor	Council Decision: Moved: Hampton Seconded: Toms That letters under seal be presented to all emergency services congratulating them on the wonderful work they do in our community and these letters be presented at the 2017 mayoral picnic. CARRIED UNANIMOUSLY	Leonie Reints	17 October 2017 - Archiving NoM as per 16 October OM. 02 October 2017 - Framed letters under Council seal were presented to the Volunteer Groups at the Mayors Picnic on Sunday 10 September. Letters have been mailed out to the groups who were not represented at the Mayors Picnic. Request NoM to be archived. 11 September 2017 - Letters have been finalised and invitations sent out to the relevant services advising that letter of thanks will be presented at the Mayors Picnic on Sunday 10 September 2017 10 July 2017 - Letters have been drafted and will be presented to OM 24/7 for endorsement and available for the Mayor's Picnic in September 2017. 22 June 2017 - Letters will be drafted and presented to OM 24/7 for endorsement and available for the Mayor's Picnic in September 2017. 22 May 2017 - No change to the status 3 April 2017 - No change to the status. 214 Mar 2017 - 1:53 PM - No further action until September 2017. 21 Feb 2017 - 2:29 PM - Letters will be available for the Mayor's Picnic in September 2017.	Primary Cost: Reception cost: \$1000	16/10/2017
30-Jan-17	13.4	NOM 1261 - Frankston 'Longest Lunch' Cr O'Connor	Moved: O'Connor Seconded: Aitken That a report be provided to Council on the annual 'Longest Lunch' event conducted by Frankston-based Rotary clubs and the 'Proudly Frankston' community group. The report is to consider the following: 1. Improved future advertising for the event; 2. Improved future funding for the event; 3. Improved cooperation and communication between the aforementioned organisers and councils marketing and events staff; 4. Reduced red tape and/or council assistance to the organisers in mitigating time spent on administrative prepwork; and 5. Annual debrief between the organisers and Council on the successes/failures of the event. 6. A report be provided to the 14 March 2017 Ordinary Meeting. CARRIED UNANIMOUSLY	Gill Kay	11 July 2017 - NOM archived 20 June 2017 - NOM can be archived as report was considered back at Council. 13 June 2017 - Actions adopted and will be implemented. There are costs to be confirmed. 01 June 2017 - Action reassigned to Gillian Kay by Andrea Gaynor 22 May 2017 - Report submitted to this meeting. 1 May 2017 - Council Report will be provided to 22 May 2017 Council meeting. 3 April 2017 - Council report was deferred to May 2017 pending a Councillor Briefing. 23 March 2017 - Another briefing has been scheduled for 24/4/17. 14 Mar 2017 - 1:55 PM - Report on track to be presented to May 2017 meeting after discussion with Councillors at the Briefing on 27 February 2017. 21 Feb 2017 - 2:30 PM - Officers have had an initial discussion and preparing a draft report. Proudly Frankston representatives meeting Councillors and Officers on the 27 February 2017.	Primary Cost: \$1,000	11/07/2017
30-Jan-17	13.5	NOM 1262 - Assistance to generationally challenged community groups and community sporting clubs Cr O'Connor	Moved: McCormack Seconded: Hampton That a report be provided at the April 2017 Ordinary Meeting based on the originally worded Notice of Motion 1262 with the report considering potential resourcing and miscellaneous grants costs. CARRIED	Dennis Hovenden	1 May 2017 Archive.  3 April 2017 Report has been provided. 14 Mar 2017 - 1:56 PM - Andrea Gaynor Report on track for April 2017 meeting. 21 Feb 2017 - 2:31 PM - Tracee Hall-davis Report will be prepared in accordance with the NOM	Primary Cost: Budget: \$10k	1/05/2017
30-Jan-17	13.6	NOM 1263 - Hoon Driving in Frankston Cr Bolam	Moved: Bolam Seconded: Aitken That a report is provided to Council at the May 2017 Ordinary Meeting to consider additional initiatives in concert with existing Council programs which could curtail the prevalence of careless driving/hoon driving in Frankston. CARRIED UNANIMOUSLY	Gill Kay	11 July 2017 - NOM archived 22 June 2017 - NOM can be archived as report was considered back at Council. 13 June 2017 - The report was deferred for further consultation. Primary cost of \$1,000 added. 01 June 2017 - Action reassigned to Gillian Kay by Andrea Gaynor 22 May 2017 - Report submitted to this meeting. 1 May 2017 - Council Report will be provided to 22 May 2017. 3 April 2017 - Council report currently being prepared for the May 2017 meeting. 14 Mar 2017 - 1:58 PM - Report on track to be presented to the May 2017 meeting. 21 Feb 2017 - 2:31 PM - Report will be prepared in accordance with the NOM.	Primary Cost: 1000	11/07/2017
30-Jan-17	13.7	NOM 1264 - Frankston History taught in Local Schools Cr Bolam	Council Decision: Moved: Bolam Seconded: Aitken That a report be provided to Council at the May Ordinary Meeting in relation to the introduction of local (Frankston) history as curriculum for primary school students. The report should consider: 1. Council's capacity with local community groups and historians to put together a yearly curriculum package (including any recurrent costings such as research, subsidies and paperwork); 2. The inclusion of history in a potential curriculum package which spans from Frankston's initial Indigenous inhabitants (the Boonerwung and Bunurong people) to Frankston's modern European settlement; 3. The receptiveness of the Department of Education and public, private and denominational schools within the Frankston LGA to embrace such curriculum; and 4. The introduction of a resource portal / website section on the Frankston City Council website for residents (beyond primary school students) interested in learning more about diverse Frankston's history CARRIED	Gill Kay	17 October 2017 - Archiving NoM as per 16 October OM. 02 October 2017 - Report was considered back to Council at its 25 September 2017 meeting therefore request NoM to be archived. 11 September - The Department of Education and Training have indicated that there is a retired teacher who is keen to be involved in developing the curriculum package. A project plan has been drafted and will be discussed with the volunteer. The Mornington Peninsula Family History Society have also been contacted to gauge interest in the project and we are awaiting a response from them. A report will be presented at the 25 September OM. 10 July 2017 - A meeting was held on 29 June with Cr Bolam, Gill Kay, Andrew Moon, Kim Kearsey, representatives from the Department of Education and Early Childhood Development and the Frankston Historical Society. There is support from the Department to develop a teaching resource aimed at primary school students which will meet the criteria of the Victorian Curriculum Framework for the 2017-2022 curriculum. The report will be presented at the 25 September OM.	Primary Cost: \$175 Development of curriculum package: \$6k	17/10/2017 17/10/2017

## Item 12.1 Attachment B: Notice of Motion Report - 2018 - for the 10 September Council Meeting

Meeting Date	Item No	NOM Title and Councillor	Council Resolution	Responsibility	Comments	Cost Summary	Date Closed
30-Jan-17	13.8	NOM 1265 - Cleanliness of Frankston City Cr Bolam	Council Decision: To ensure the cleanliness of our streets, parks and reserves – Council resolves that the following measures occur: 1. That the CEO reviews the management of the cleaning maintenance of all council land and presents a maintenance model to Council's satisfaction in May 2017. The model must ensure Council land is maintained to an agreed service level which also includes random audits against the service levels. 2. That a letter be sent to Frankston MP, Mr Paul Edbrooke and the relevant government Ministers expressing concern about the presentation and cleanliness of land belonging to VicRoads in the Frankston LGA. The letter outline the proposal of a pilot project between Council and VicRoads to implement a cleaning maintenance program at an appropriate and similar service level to that endorsed by Council as a consequence of the maintenance service review and further, the council undertake maintenance works on their behalf on the proviso that VicRoads be invoiced for services rendered. 3. That a letter be sent to Frankston MP Paul Edbrooke and the relevant government Ministers expressing concern about the presentation and cleanliness of VicTrack land and that Council, should there be no improvements by May 2017, considers it option to pursue issuing infringement notices for unsightly land under the General Local Law No. 8. 4. That the outcome of the responses from VicRoads, VicTrack and the State Government be included in the report to council in May 2017. If the responses are not to the satisfaction of council it considers options including a public campaign to State Government to compel VicRoads and or VicTrack to improve its cleaning regime on the land for which they are responsible. 5. That a 'rapid response' team be established to improve responsiveness to community requests for maintenance of a reactive nature. Such a team would be able to respond to reactive requests quickly, which in turn would ensure programmed maintenance activities remain on track. The team also report any unsightly private land to Council's Authorised Officers for follow up investigation and infringement. 6. It be noted that council formally impounds abandoned trolleys found on council/common land under the appropriate subject to General Local Law Number 8. Council officers are to seek formal Australian Tax Office advice to assess Council's ability to 'donate' a proportion of shopping trolley impound and or release fees to the Frankston Charitable Fund and include the advice in the May 2017 report to Council. 7. That state legislative provisions to curtail rubbish dumping outside private properties are included in the May 2017 report. If considered necessary recommendations regarding the need for further legislative change also be included. 8. That a detailed letter be prepared and included in the next rates notice to all property owners on the rates register to remind them of the council's expectations that they ensure no rubbish is placed the nature strip outside of the provisions for hard waste collections. 9. That officers improve and provide a supportive customer service response to public reports of dumped rubbish and abandoned shopping trolleys and this also be considered in the May 2017 report. 10. The document titled "Possible initiatives to Rid the City of Trolleys and Rubbish" (Seiffert, B. 2017) also be considered in the May 2017 report to Council. CARRIED UNANIMOUSLY	Gill Kay	30 April 2018 - The adopted actions updated as of OM of 23/04/2018. Request from Director Community Development to archive. 26 April 2018 - A report was presented to Council 23 April 2018 where alternate recommendations were provided by Cr Bolam. These recommendations were carried unanimously. A briefing is to be presented later in the year updating Councillors on the proposed execution of the 'Best Street' Award Program. Officers to provide a report to the June Ordinary Meeting on the 'lessons learnt' from the Carrum Downs/Frankston North fires in January 9 April 2018 - A further briefing was presented to councillors 28/03/2018 where officers responded to all items that have been raised by councillors at the various briefings and meetings. A report will be presented to 2018 OMS on 23-Apr-18. 19 March 2018 - A further briefing will be presented to councillors 28/03/2018. 15 January 2018 - Deferred at a meeting in December until February/March 2018. 31 October 2017 - The report is scheduled for a Councillor briefing 4/12/17 02 October 2017 - Report was considered back to Council at its 25 September 2017 meeting. Was deferred. 11 September 2017 - Response to NOM1265 is going to Council on 25 September 2017. 31 July 2017 - A briefing has been scheduled for 21/8. A further report will come back to Council OM 4/9 19 July 2017 - Additional staff member has been appointed to address the trolley issues. Outcome cost added. 10 July 2017 - A meeting has been scheduled on 13/07/2017 with Councillor Bolam and Mr Seiffert to discuss his recommended initiatives. 21 June 2017 - A meeting has been sought with VicTrack and VicRoads to discuss maintenance. A separate meeting has been arranged with Councillor Bolam and Mr Seiffert to discuss his recommended initiatives. 20 June 2017 - A report was provided to 22 May OM and deferred until September for further information 13 June 2017 - Report deferred for further discussion with Cr Bolam. 01 June 2017 - Action reassigned to Gillian Kay by Andrea Gaynor 22 May 2017 - Report submitted to this meeting. 1 May 2017 - Council Report will be provided to 22 May 2017. 3 April 2017 Council report will be provided to May 2017 meeting. 21 Feb 2017 - 1. Noted - a report will be prepared 2. A letter has been sent. 3. A letter has been sent. 4. Noted 5. A Rapid Response Team had been established by the time of the January OM. 6. Advice from the ATO has been sought. 7. Noted 8. Finance Department has been requested to include a reminder in the next rates notices. 9. Officers have been requested to revise advice to customers.	Once-off costs: Bin stickers \$4K; set-up \$2k  Mid-year 2018/19 Budget review: Re-occurring costs: \$37K extra mowing; \$15K for Best Street Award; Shopping Trolleys \$150K.	14/05/2018
30-Jan-17	13.9	NOM 1266 - Homelessness Count Cr Bolam	<u>LOST</u>				14/03/2017
30-Jan-17	13.10	NOM 1267 - Citywide Footpaths Audit Cr Bolam	<u>LOST</u>				14/03/2017
30-Jan-17	13.11	NOM 1268 - Outstanding Notice of Motion's Backlog Cr Bolam	<u>LOST</u>				14/03/2017
30-Jan-17	13.12	NOM 1269 - Self Funded Retirees Eligibility for 'concession' discount on/for Frankston City Council Rates Cr O'Connor	Moved: O'Connor Seconded: O'Reilly: That the matter be deferred pending further investigations. CARRIED	Kim Jaensch	31 July 2017 - NOM archived as per OM 24 July 2017 (12.7 Progress of Council Resolutions Resulting from Notice of Motions) 06 July 2017 - NOM 1269 was deferred and NOM 1296 was then adopted by Council at the OM 03 April 2017. Officers will continue to update comments as per NOM 1296. Request to archive NOM 1269. 20 June 2017 - No change to the status 13 June 2017 - No change to the status. 22 May 2017 - No response received. 1 May 2017 - Refer to NOM 1296 - Support for Self-Funded Retirees which was passed by Council at 3 April 2017 OM299 Council Meeting. Letters written and forwarded to State Government.	Primary Cost:	31/07/2017
30-Jan-17	13.13	NOM 1270 - Funding for Life Saving Clubs Cr Toms	Council Decision: Moved: Aitken Seconded: Hampton: That Council consider the best and most reasonable means to acknowledge volunteers in the city. CARRIED UNANIMOUSLY	Gill Kay	17 October 2017 - Archiving NoM as per 16 October OM. 02 October 2017 - Letters were presented to the relevant clubs and volunteers at the Mayors Family Picnic on 10 September 2017. Request NoM to be archived. 11 September 2017 - Further work and discussions with Councillors has highlighted the Mayor's Picnic as the most appropriate Community event to acknowledge volunteers. Letters have been drafted to be presented at this event. 10 July 2017 - Letters have been drafted for approval for presentation at the Mayors picnic in September. 22 June 2017 - A meeting has been requested with Councillor Aitken and Chairperson Impact Volunteering to discuss acknowledgement of all volunteers at the Mayors Family Picnic 13 June 2017 - No change to the status.	Primary Cost:	17/10/2017
30-Jan-17	13.14	NOM 1271 - Access to Frankston Nature Reserve - Sweetwater Creek Cr Toms	<u>WITHDRAWN</u>				14/03/2017

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## Item 12.1 Attachment B: Notice of Motion Report - 2018 - for the 10 September Council Meeting

Meeting Date	Item No	NOM Title and Councillor	Council Resolution	Responsibility	Comments	Cost Summary	Date Closed
30-Jan-17	13.15	NOM 1272 - Acknowledgement of Traditional Owners Cr McCormack	Moved: McCormack Seconded: Hampton That Council ensure forthwith that an acknowledgement of Traditional Owners is included in all printed itineraries advertising for events and festivals co-ordinated by Council and that Traditional Owners are invited to perform a Welcome to Country at events such as, but not limited to, the Lighting of the Tree and Waterfront Festivals. CARRIED UNANIMOUSLY	Andrew Moon	05 September 2017 - Archiving NOM as per Council Decision at the 4 September 2017 OM. 21 August 2017 - As per initial request, acknowledgement of Traditional Owners has been included in all relevant documentation. Request NOM to be archived. 31 July 2017 - Welcome to the Country will be included in the following events - The Mayor's Family Picnic - Pet's Day Out - Frankston's Christmas Festival of Lights - Ventana Fiesta - Party in the Park Welcome to the Country and Smoking Ceremony will be included in the following event: - The Waterfront Festival Unbudgeted expenditure of \$5,000 per annum to deliver these Welcome ceremony's Currently developing appropriate content for promotional materials. 10 July 2017 - A meeting has been scheduled in early July with Frankston City Council Events team and Coordinator Programming to discuss this NOM. 13 June 2017 - Council has been advised of spelling change for the Boonwurrung. A clear outcome of the meeting was we remain committed to acknowledge both groups Bunurong and Boonwurrung. 22 May 2017 - Meetings with the traditional owners, respected elders were held on 20 April and 27 April 2017. 3 April 2017 - Arrangements for a meeting are underway. Discussion with Councillors scheduled on Monday 27 March 2017. 23 March 2017 - A meeting has been scheduled with officers and elders for 13/4/17. A briefing has been scheduled for 27/3/17. 21 Feb 2017 - 2:35 PM - Acknowledgement of traditional owners will be incorporated into written material.	Primary Cost: \$300 Meeting Cost \$2,000	5/09/2017
30-Jan-17	13.16	NOM 1273 - Fees for Busking Permits Cr McCormack	Moved: McCormack Seconded: Aitken That the relevant Council Officers conduct a review of the fees charged for those seeking to obtain a busking permit and provide a report back to Council within 6 weeks. As an interim measure there be an immediate special circumstances provision instituted to enable review of fees charged to obtain a busking permit in individual cases. CARRIED UNANIMOUSLY	Dennis Hovenden	3 April 2017 Archive.  23 March 2017 - Tracee Hall-Davis Completed 14 Mar 2017 - 2:11 PM - Andrea Gaynor Report on track to be considered at the March 2017 meeting. 21 Feb 2017 - 2:35 PM - Tracee Hall-davis Fees being reviewed to determine special circumstances.  Report to be brought back to 17 March Ordinary meeting.	Primary Cost:	3/04/2017
30-Jan-17	13.17	NOM 1274 - Procurement Policies and Contracts Cr McCormack	Council Decision: Moved: McCormack Seconded: Mayer That a review be undertaken of all procurement policies and contracts for goods and service provision to Council and a report be provided to Council within 12 weeks detailing where efficiencies could be achieved and where further local investment can be promoted. CARRIED UNANIMOUSLY	Martin Poole	05 February 2018 - Archived NoM as per Council Decision at 29 January 2018 meeting. 15 January 2018 - Request to archive NoM. The Procurement Policy was adopted by Council in December 2017. 02 October 2017 - As per last note, changes to this request will be submitted to the Audit and Risk Committee. 11 September 2017 - As per last note, changes to this request will be submitted to the Audit and Risk Committee. 13 July 2017 - As the report was deferred to include further changes these will need to be referred to Council's Audit and Risk Committee for the 22 September 2017. The report will go back to Council at the Ordinary Meeting for 16 October 2017. 10 July 2017 - As per last note, changes to this request will be submitted to the Audit and Risk Committee. 20 June 2017 - Reponse to this NOM was submitted to Council Meeting in May but was deferred to include further changes. These changes will need to be referred to Council's Audit and Risk Committee.	Primary Cost:	5/02/2018
30-Jan-17	13.18	NOM 1275 - Support to Traders in CAD Cr Toms	Moved: Toms Seconded: Aitken Businesses within the city centre are currently experiencing significant impacts from the construction phase of the Young Street streetscape works. Given the impact of this and other imminent major public infrastructure projects, e.g. Frankston Interchange Project, Council seeking ongoing commitment from the State Government for: 1. Improved communications of disruptions to the broader community. 2. The development and ongoing rollout of an "Open for Business" campaign. 3. The development and implementation of two further stages of the Business resilience program (that focus on maintaining a business through the works and leveraging the completed works). CARRIED UNANIMOUSLY	Sam Jackson	16 August 2017 - Archiving NOM as per Council Decision at 14 August 2017 OM. 31 July 2017 - It is recommended that this action be closed as all of the requirements are being considered under a separate report for NOM 1338 at the Ordinary Council Meeting of 24 July 2017 06 July 2017 - 1. Council officers continue to provide advice and support to the State Government (VicRoads) on the communications about disruptions. While there has been some slight improvement of communications to the business community, the broader community have received very little information (other than that provided by Council). Therefore, to assist our community, officers are now taking a lead in communicating how to traverse the disruptions of a wide range of construction projects throughout the city centre (not just the Young Street Improvement Project). 2. Officers are also now ensuring adverts communicating the Business as Usual campaign are being placed in the four neighbouring local papers. Discussions are underway with the State Government about Council taking a lead in management of this campaign to ensure timely delivery. 3. Advice and potential costings have been provided to the state government on the recommended structure of Round 2 of the Business Resilience program. To date this has not been implemented. 20 June 2017 - 1. Council officers continue to provide advice and support to the State Government (VicRoads) on the communications about disruptions. While there has been some slight improvement of communications to the business community, the broader community have received very little information (other than that provided by Council). Therefore, to assist our	Primary Cost: \$1,415 (meetings held) \$75,810 - A dedicated 0.6EFT was allocated to communications for the city centre. 1.0EFT of existing Economic Development Officer time was also referred to this program. Funds were allocated for marketing & Communications	16/08/2017  16/08/2017
20-Feb-17	13.1	NOM 1276 - Costs to Execute NOM's Cr Hampton	Moved: Hampton Seconded: Toms That the estimated cost to execute Notices of Motion brought before Council be part of the Officer's comments within the agenda. That these costs be backdated to the first Ordinary Meeting of this new Council in November 2016. CARRIED	Dennis Hovenden	1 May 2017 Archive. 3 April 2017 Ongoing monthly cost is \$350. 14 Mar 2017 - 2:13 PM - Andrea Gaynor Ongoing costs.	Primary Cost: \$750 Ongoing Cost: \$350 per month (\$4200 per annum) - last updated: 1/8/18	1/05/2017

## Item 12.1 Attachment B: Notice of Motion Report - 2018 - for the 10 September Council Meeting

Meeting Date	Item No	NOM Title and Councillor	Council Resolution	Responsibility	Comments	Cost Summary	Date Closed
20-Feb-17	13.2	NOM 1277 – Strategy for advocacy for next State Election Cr Hampton	Moved: Hampton Seconded: Mayer That the Council form a sub-committee consisting of a Councillor from each ward, the CEO and appropriate officers to overview a strategy for this Council to advocate for funding in the next state election and report back to the full Council with its outcomes and a report for ratification at every Ordinary Meeting. That the first meeting of this sub-committee be held before the next ordinary meeting. CARRIED UNANIMOUSLY	Sam Jackson	31 July 2017 - NOM archived as per OM 24 July 2017 (12.7 Progress of Council Resolutions Resulting from Notice of Motions) 19 July 2017 - The sub-committee has been formed and has met twice. A draft Advocacy Strategy is being presented to Councillors at a briefing on 31 July 2017, with a recommendation to incorporate any feedback and presentation to a Council meeting for adoption. The actions from this NOM are now being reported on in separate reports - therefore for the purpose of reporting on this NOM it is believed that this action may now be closed. 20 June 2017 - A sub-committee of Councillors has been formed - with Cr Cunial (the Mayor), and Crs Aitken and Hampton being the members. This sub-committee met on 1 March 2017. Seven priority advocacy projects were identified and the sub-committee were alerted that the Agenda Group had been appointed to assist with the development of an advocacy strategy (NB/ this appointment had occurred prior to the NOM being submitted). A Councillor Briefing to confirm these seven priorities was held on 6 March 2017, subsequently resulting in slightly amended priorities being incorporated into the Council Plan (adopted) and the draft advocacy Strategy (to be presented to a Cr Briefing 10 July 2017). 13 June 2017 - Ongoing 22 May 2017 - Ongoing 1 May 2017 - Ongoing advocacy and reports to Council.	Primary Cost: \$1765 (meetings held)	31/07/2017
20-Feb-17	13.3	NOM 1278 – Safer City Centre Fund Cr Aitken	Moved: Hampton Seconded: Aitken That Council conduct a summit before the end of March to consider the various issues relating to City Centre safety. CARRIED UNANIMOUSLY	Gillian Kay	22 May 2017 Archive. A Summit was held 28 March with key safety stakeholders. Feedback considered the existing measures and agreed monitoring and regular meetings with Police should continue. 1 May 2017 - Summit conducted. Additional Cost \$750. 3 April 2017 - Meeting scheduled on 28 March 2017. 14 Mar 2017 - 2:15 PM - Ongoing costs Meeting date 28 March 2017. Invitees include available councillors, officers and key agencies. 02 Mar 2017 - 10:19 AM - Gillian Kay Estimated Completion Date changed From: 13 Mar 2017 To: 29/3/2017 02 Mar 2017 - 10:17 AM - A Safer City Summit has been scheduled for 28 March. Interested Councillors, staff and representatives from VicPol, Bayside, Buses and Taxis and Community Legal have been invited to attend.	Primary Cost: Cost of Summit: \$750 (held 28/3/17)	22/05/2017
20-Feb-17	13.4	NOM 1279 – Local Government/State Government Financial Arrangements Cr Hampton	Council Decision: Moved: Hampton Seconded: Mayer That: 1. The Council write to the Premier of Victoria, the Treasurer of Victoria and the Minister for Local Government, to again highlight the future loss of revenue to Local Government as a result of the introduction of Rate Capping and that it will diminish Council's capacity to provide services and major projects. 2. The Council call upon the Premier of Victoria and the Treasurer of Victoria, to undertake an urgent review of all current legislation that imposes financial burdens on Local Government in having to pay levies to the State Government eg, Waste Levy, Building Levy, Dog and Cat Registration Levy due to the impact of the Rate Capping legislation and that support for the legislative review be sought from the Minister for Local Government on the basis of the commitment to the State/Local Government Accord. 3. The Premier of Victoria be requested to review the legislation whereby Local Government is required to pay annually for Fire Plug Maintenance on the basis that the Fire Services Levy pool of funding is significantly higher now due to it being linked to Local Government rate bases and the Fire Plug Maintenance could be funded from this fund and the Minister for Local Government be requested to support this request in the spirit of the State/Local Government Accord and recognising the impact of Rate Capping on Councils. 4. The Premier of Victoria and the Treasurer of Victoria be requested to urgently review the prohibition placed upon Local Government to not be able to apply rates charges on State Government property in recognition of the impact rate capping and amend legislation to allow for rates to be levied on State Government properties. 5. The Member for Frankston and the Member for Carrum be called upon to support Council in its efforts to address the imbalances and requirements that the current legislation imposes on Local Government in having to pay levies to the State Government and not being able to impose charges on State Government. 6. Council writes to all members of State Parliament representing the municipality raising its concerns and seeking support for legislative change to address the imbalance. 7. Council reconsider its membership with the VLGA so as to have a vehicle to promote these recommendations within the Local Government forum and also with the State Government. 8. A decision be made at the next Ordinary Meeting on our VLGA membership. CARRIED UNANIMOUSLY	Michael Craighead	05 February 2018 - Archived NoM as per Council Decision at 29 January 2018 meeting. 15 January 2018 - Council's records indicate that initial letters were sent in accordance with the NOM in late February/early March 2017. No substantive responses were received (although Paul Edbrooke MP did write to acknowledge his receipt of the letter). Follow up letters were prepared on 18 August 2017, but no responses have been received. We propose that this NoM now be archived. If future correspondence is received in response to the letters, it will be made available to the Councillors. 21 August 2017 - Follow up letters sent to all parties seeking a response. 31 July 2017 - No response to the letter sent to Kathryn Arndt (VIC Local Governance Association), Mr Paul Edbrooke (member for Frankston), The Hon Matthew Guy (Leader of the VIC State Opposition) and Mr Timothy Pallas (Treasurer of VIC). Acknowledgement letter from The Hon Natalie Hutchins MP (Minister for Local Government) and a response from The Hon Daniel Andrews MP (Premier of VIC). 13 June 2017 - No change to status. Council voted against rejoining the VLGA at 22 May 2017 OM301. 22 May 2017 - No change on State Government matters. Letter received from VLGA dated 5 May 2017 (A3349018). VLGA report submitted to this meeting. 1 May 2017 - Councillor Briefing on VLGA membership held on 18 April 2017. No response to report to 1 May 2017 from letters sent. Additional Cost \$150. 3 April 2017 - Working towards a briefing to Council by VLGA. Report will be provided following the Councillor Briefing. 14 Mar 2017 - 2:18 PM - Letters have been written to all nominated in the various recommendations.	Primary Cost: \$1000 (letters sent)	5/02/2018
20-Feb-17	C.7	NOM 1280 – St Kilda Football Club Withdrawal Cr Bolam	<u>LOST</u>				14/03/2017
20-Feb-17	13.5	NOM 1281 – Seaford Downs Report Cr Bolam	Moved: Bolam Seconded: Aitken Upon the completion of the twelve month licence issued to the Down's Community Estate Project Group, a briefing be conducted between councillors, staff and members of the Down's Community Estate Project Group to discuss the future revitalisation of the Down's Estate site. CARRIED UNANIMOUSLY	Michael Papageorgiou	22 May 2017 Archive. The Group signed the licence agreement 12/4/2017.  1 May 2017 - Ongoing. 3 April 2017 Although close, the group are yet to sign the licence. 30 Mar 2017 - Estimated Completion Date changed From: 13 Mar 2017 To: 10/4/2017 09 Mar 2017 - 4:29 PM - Michael Papageorgiou Action reassigned to Michael Papageorgiou by Tracee Hall-davis	Primary Cost: Ongoing cost: TBA	22/05/2017
20-Feb-17	13.6	NOM 1282 – South East Rapprochement Cr Bolam	<u>LOST</u>				14/03/2017
20-Feb-17	13.7	NOM 1283 – Anli Tuancy Efforts Cr Bolam	<u>LOST</u>				14/03/2017
20-Feb-17	13.8	NOM 1284 – Introduction of New test in Future Reports and Closed Council Rules Cr Bolam	<u>WITHDRAWN</u>				14/03/2017

## Item 12.1 Attachment B: Notice of Motion Report - 2018 - for the 10 September Council Meeting

Meeting Date	Item No	NOM Title and Councillor	Council Resolution	Responsibility	Comments	Cost Summary	Date Closed
20-Feb-17	13.9	NOM 1285 – Pop-up Vans/ Stalls Cr Bolam	Moved: Bolam Seconded: Mayer That a report be provided to council at the May Ordinary meeting in relation to the creation of a 'pop up' food / beverage precinct on the Frankston foreshore. The report should consider: 1. Whether there is market interest from food/beverage stall operators; 2. How a precinct could work – logistically and practically; 3. Additional seating near the foreshore / adjacent the Frankston Yacht Club for residents and visitors to enjoy food and beverages; 4. Regular (currently un-introduced) summertime entertainment on the Frankston foreshore; 5. Whether similar precincts could be considered at the Seaford foreshore and Keast Park foreshore; and 6. The report should also touch upon permit fees, the number of 'pop up' stalls that could be utilised in the area/s and any other issues pertinent to the motion CARRIED	Sam Jackson	11 July 2017 - NOM archived 20 June 2017 - NOM can be archived as report was considered back at Council. 22 May 2017 Preparation of Council report cost - \$924.10. Report submitted to this meeting. 3 April 2017 - Report will be provided to May 2017 Council meeting. Estimated Completion Date changed by: Sam Jackson From: 13 Mar 2017 To: 22 May 2017 14 Mar 2017 - 2:18 PM - Report will be presented to the May 2017 meeting. 03 Mar 2017 - 9:20 AM - Sam Jackson Action reassigned to Sam Jackson	Primary Cost: Outcome: \$900 (advertising)	11/07/2017
14-Mar-17	13.1	NOM 1286 – Marriage Equality Cr Toms	Moved: Councillor O'Connor Seconded: Councillor Aitken That Frankston City Council writes to the Prime Minister of Australia, Malcolm Turnbull and the Opposition Leader of Australia, Bill Shorten, as well as Dunkley MP Chris Crewther, Isaacs MP Mark Dreyfus QC and all twelve of Victoria's federal senators, in relation to the following: 1. The formal request - without providing an official position - that a conscience vote take place in the Parliament of Australia on the contemporary definition of marriage in Australia; and 2. Support for same-sex couples insofar societal 'status equality'. This includes the same access to services, entitlements and privileges that are provided to heterosexual couples (i.e. access to the deceased estate of a spouse, superannuation benefits and taxation concessions etc). CARRIED	Gill Kay	11 July 2017 - NOM archived 20 June 2017 - NOM can be archived as responses have been received from Mark Dreyfus, Richard Di Natale, Office of the Attorney-General and Prime Minister 13 June 2017 - No change to the status. No response received. 22 May 2017 - No change to the status 1 May 2017 - No response received. 3 April 2017 Letters are currently being prepared. 23 March 2017 – Letters will be prepared in accordance with the NOM.	Primary Cost: \$2400 (numerous letters sent)	11/07/2017
14-Mar-17	13.2	NOM 1287 – Mr Paul Bosdorf – Salvation Army Cr Aitken	LOST		3 April 2017 Archive.		3/04/2017
14-Mar-17	13.3	NOM 1288 – Removal of Naturestrip Planting Ban Cr Toms	LOST		3 April 2017 Archive.		3/04/2017
14-Mar-17	13.4	NOM 1289 – Female Participation in Sports Cr O'Connor	Moved: Councillor O'Connor Seconded: Councillor Hampton That a report be provided at the June Ordinary Meeting outlining Frankston City Council and intergovernmental options (i.e. funding, grants etc) to further encourage female participation in sporting endeavours and/or sporting activities, including those that are traditionally dominated by the opposite sex. CARRIED UNANIMOUSLY	Liz Daley	05 September 2017 - Archiving NOM as per Council Decision at the 4 September 2017 OM. 21 August 2017 - Request to archive as a report was considered at Council for the 24 July 2017 OM. 31 July 2017 - The report was deferred pending a meeting with Councillor. Currently scheduled to be presented to OM 14/8/17. 13 July 2017 - This report will be going to OM 24 July 2017 as per the resolution.	Primary Cost:	5/09/2017
14-Mar-17	13.5	NOM 1290 – New Closed Council Rules Cr Bolam	Moved: Councillor Bolam Seconded: Councillor Aitken 1. That Council works towards achieving no less than 90% (i.e. an 18% improvement) of all decisions being made in Open Council, and the Chief Executive Officer highlight this annual result in future LGPRF reports to Council, and in future annual reports. 2. In the public meeting agenda and minutes section relating to Closed Council Items, in addition to the existing description field describing the Closed Council items, a new section be created summarising the exact reasoning for referral under LGA Sec. 89 (h) (2). 3. That the matter return to (open) council with recommendation/s for implementation in the next three months. CARRIED	Michael Craighead	05 September 2017 - Archiving NOM as per Council Decision at the 4 September 2017 OM. 31 July 2017 - Request to archive NOM as a report was presented back to Council at the 24 July 2017 OM. 3 July 2017 - A report is being prepared to be presented to Council 24 July 2017. 20 June 2017 - A report was present to Council at its June meeting. It was deferred pending further work and will now be brought to Council in August 2017. 13 June 2017 - A report will be submitted to this meeting.	Primary Cost:	5/09/2017
14-Mar-17	13.6	NOM 1291 – Frankston & Seaford Piers – Use of Water Illumination Technology Cr Bolam	Moved: Councillor Bolam Seconded: Councillor Aitken That a report be provided to Council at the May Ordinary Meeting exploring the use of water illumination technology at either, or both, Frankston and Seaford piers. The report should consider: 1. The use of underwater illumination lighting such as LED and fish lighting. This is to include costings, maintenance and installation; 2. The use of intermittent multi-coloured lighting on the external facade of the piers. This is to include costings, maintenance and installation; and 3. Include maritime and tourism funding opportunities from other levels of government if council so wishes to formally pursue grant opportunities. CARRIED UNANIMOUSLY	Gill Kay	18 August 2017 - Archiving NOM as per Council Decision at 14 August 2017 OM. 31 July 2017 - Request to archive NOM as a report was presented back to Council at the 24 July 2017 OM. 10 July 2017 - A meeting with Cr Bolam and the external expert has been held and officers are now awaiting options and costs prior to preparing a report. 22 June 2017 - The report was deferred for a meeting with Councillor Bolam and an external expert to qualify options. 20 June 2017 - Report has been deferred until further consultation has been held with consultants. Report to be presented to July OM 13 June 2017 - This report has been deferred to review Mornington Peninsula operation of pier	Primary Cost:	16/08/2017
14-Mar-17	13.7	NOM 1292 – Nepean Highway Congestion for Frankston Commuters	LOST				3/04/2017
14-Mar-17	13.8	NOM 1294 – Renewed Advocacy for Frankston Magistrates Court Name Change Cr Bolam	Moved: Councillor Bolam Seconded: Councillor Aitken That Frankston City Council renews its previous resolution in 2011 to call on the State Government to rename the Frankston Magistrates Court. The reasoning for this was, and remains, the reputational damage that is done to Frankston is great when new stories invoke the municipality by virtue of the court name. Much like the Frankston train line, many of the negative incidents reported are not committed by people (or occur) within the municipality. However the invocation of the Frankston name continues to create a negative perception of/for the Frankston area. Council seeks a bipartisan approach from the State MP, Mr Paul Edbrooke and Federal MP, Mr Chris Crewther in support for the renaming of the court. Once support has been ascertained, a report be presented to Council during May 2017 on the way forward. CARRIED	Michael Craighead	11 July 2017 - NOM archived 22 June 2017 - NOM can be archived as report was considered back at Council. 13 June 2017 - Letters forwarded to the Attorney General, Premier. 22 May 2017 - Letter of response from Mr Paul Edbrooke received (A3346262). No further change. 1 May 2017 - No response received. 3 April 2017 CEO preparing letters to be sent.	Primary Cost: \$200 (letters sent)	11/07/2017
9-Apr-17	13.1	NOM 1295 - Mental Health Cr O'Connor	Council Decision: Moved: Councillor O'Connor Seconded: Councillor Toms That Frankston City Council writes to both the (State) Minister for Mental Health, The Hon. Martin Foley, and the (Federal) Minister for Health, the Hon. Greg Hunt, advocating for improved local mental health services and increased local mental health awareness. Prior to this occurring, the CEO is to instruct officers to identify specific service shortfalls in Frankston which require rectification. This should be reflected in the letter to the relevant ministers. The final draft of this letter is to be provided at the May Council meeting for consideration. This letter should form the basis of Frankston City Council's future advocacy relating to mental health based outcomes in the Frankston municipality.  Carried Unanimously	Liz Daley	05 February 2018 - Archived NoM as per Council Decision at 29 January 2018 meeting. 15 January 2018 - Response letter (A3498187) received 4/12/2017 from Minister for Mental Health, The Hon. Martin Foley and will be attached to Councillor Bulletin. Requesting NoM to now be archived. 11 September 2017 - Phone calls were made on 18 July 2017 to Ministers offices who indicated a response was pending. Awaiting these responses. 21 August 2017 - Phone calls were made to the (State) Minister for Mental Health, The Hon. Martin Foley, and the (Federal) Minister for Health, the Hon. Greg Hunt, offices on 18 July 2017. The Hon. Greg Hunt's office advised the letter is with the Ministerial office to prepare a response. The Hon. Martin Foley's office advised letters are with advisors, response will follow in a few weeks. 10 July 2017 - Awaiting on response to letters sent to relevant Ministers on 14 June 2017.	Primary Cost: \$1,600 (letters sent)	5/02/2018

## Item 12.1 Attachment B: Notice of Motion Report - 2018 - for the 10 September Council Meeting

Meeting Date	Item No	NOM Title and Councillor	Council Resolution	Responsibility	Comments	Cost Summary	Date Closed
3-Apr-17	13.2	NOM 1296 - Support for Self-Funded Retirees Councillor Toms	Council Decision: Moved: Councillor O'Connor Seconded: Councillor Toms Council writes to the State Government formally seeking their support for a discount scheme for self-funded retirees relative to municipal rates. Council's support for this advocacy measure would allow self-funded retirees access to the same discounts that pensioners receive on their annual council rates. The Minister, in potentially allowing self-funded retirees a discount on their annual council rates, should devise a mechanism which prevents self-funded retirees with exceptional liquidity / assets from having access to the proposed discount.  CARRIED	Kim Jaensch	17 October 2017 - Archiving NOM as per 16 October OM. 02 October 2017 - Response was received, advising that the State Government is unable to extend its concessions to more people. Request NOM to be archived. 11 September 2017 - On 31 August 2017 Council received a letter of response from the Hon Natalie Huthins MP Minister for Local Government acknowledging Councils letter and advising that the State Government is unable to extend its concessions to more people. 22 August 2017 - Correspondence received from Minister for Local Government (A3405385) dated 31 July 2017. Correspondence received from Treasurer of Victoria (A3401648) dated 25 July 2017. 31 July 2017 - Awaiting response to letters. no change to status 14 July 2017 - Letter sent 14 July 2017 20 June 2016 - No change to the status 22 May 2017 - No change to the status. 1 May 2017 - Letters being sent.	Primary Cost:	17/10/2017
3-Apr-17	13.3	NOM 1297 - Frankston Hall of Fame Resumption Cr Bolam	Moved: Councillor Bolam Seconded: Councillor Aitken That a report be provided to Council on the resumption of the 'Frankston Hall of Fame' (HoF) to recognise people and organisations that have indelibly impacted upon the Frankston municipality - both internally and externally. The report should consider: 1. The regularity of any rejuvenated HoF process; 2. Costings and staff resourcing associated with any rejuvenated HoF (ie. plaques, ceremony etc); 3. Strength of the potential recipient pool relative to any rejuvenated HoF; and 4. Potentially partnering with the Frankston business community to administer aspects of any rejuvenated HoF model. The report should return for consideration in June.  CARRIED	Sam Jackson	16 August 2017 - Archiving NOM as per Council Decision at 14 August 2017 OM. 31 July 2017 - Request to archive NOM as a report was presented back to Council at the 24 July 2017 OM. 31 July 2017 - A report addressing this NOM is being considered by Council at its Ordinary Council Meeting of 24 July. This matter is now deemed complete for reporting purposes 20 June 2017 - While research is being undertaken by Officers, the status of actioning this resolution for reporting purposes remains unchanged at this stage. 13 June 2017 - This matter is still being investigated and will be report to Council at 24 July Council Meeting. 22 May 2017 - Report will be submitted to the June 2017 Ordinary meeting. 1 May 2017 - Report being prepared.	Primary Cost: The referral of \$12,000 to the Mid-Year Budget Review towards the current Faces of Frankston campaign which celebrates everyday locals, to enable the campaign to attract a greater level of mainstream media attention.	16/08/2017
3-Apr-17	13.4	NOM 1298 - Food Security in Frankston Cr Bolam	Council Decision: Moved: Councillor Bolam Seconded: Councillor Aitken 1. That Council continues to adhere to 53D and 53E of the Victorian Food Act 1984 – all local food premises convicted of food safety contraventions be put on the Victorian Department of Health's 'Convictions Register'; 2. That all food premises be informed (in writing) of this process and be encouraged to practice adequate food practices; 3. Furthermore, all Councillors are to be supplied with the outcome of food businesses inspections (including any breaches and fines issued) in the form of either a report or briefing annually; and 4. The total number of convictions, breaches and fines be released publicly annually. Carried Unanimously	Leonie Reints	21 November 2017 - Archiving NOM as per resolution from OM309 (20 November 2017). 31 October 2017 - Council is continuing to put all food safety contraventions on the Victorian Department of Health Convictions Register. Letters will be sent out to all food premise proprietors with their Food Act Renewal in October 2017. Councillors will be provided with a high level summary of all statutory food inspections and their outcomes through the quarterly performance reporting process. Request to archive NOM. 21 August 2017 - Letters will be sent out to all food premise proprietors with their Food Act Renewals in October 2017. 10 July 2017 - Council is continuing to put all food safety contraventions on the Victorian Department of Health Convictions Register. Letters will be sent out to all food premise proprietors with their Food Act Renewal in October 2017. Councillors will be provided with a high level summary of all statutory food inspections and their outcomes through the quarterly performance reporting process. 20 June 2017 - 1. Environmental Health Officers currently adhere to Sections 53D and 53E of the Victoria Food Act and all local food premises convicted of food safety contraventions will be put on the Victorian Department of Health's 'Convictions Register'. 2. All food premise proprietors will be reminded in writing of their obligations under the Food	Primary Cost:	21/11/2017
3-Apr-17	13.5	NOM 1299 - Level Crossing Removal Cr McCormack	Moved: Councillor McCormack Seconded: Councillor Bolam 1. Requests from the Level Crossing Removal Authority and the Hon Jacinta Allen MP, Minister for Transport, as a matter of urgency, the release of all technical reports and associated information to the Council and community, which provides justification for the chosen options for treatments at the Frankston railway line grade separations located within the Frankston municipality. 2. Notes that the State Government has failed to provide all of the information as requested previously by Council to date. 3. Technical information also be sought on the proposed – and council opposed – Seaford/Kananook train stabling yard. Carried Unanimously	Kate Jewell	12 December 2017 - Archiving NOM as per Council Resolution OM330 11 December 2017. 27 November 2017 - Two (2) letters have been sent in regards to this Notice of Motion (NoM), the initial letters and a follow up email noting original correspondence. Due to only a partial response being received, we propose that this NoM now be archived. If future correspondence is received in response to the letters, it will be made available to the Councillors. 31 October 2017 - As at 19 October 2017 no response on follow up from the Minister's office following a phone call made 13 September 2017. Partial response only (technical information) received from LXRA as per 27 September 2017 officer comment. 02 October 2017 - Still no reply from the Minister for Public Transport on letter sent (see 13 September 2017 entry for relevant action taken to date). Letter received addressed to the Mayor date stamped 21 September 2017 from Adam Maguire Project Director LXRA noting the following: "With regards to the request for groundwater data for the Seaford Road project, as discussed at the meeting, the geotechnical and groundwater flow data gathered is very technical, especially considering the local environment in the area, including the wetlands and Kananook Creek. These elements, along with the complexity of removing the level crossing means analysing the data and understanding the impact of the level crossing removal method requires specialist knowledge and experience, that is generally possessed by experts in the hydrogeology field. Given this, the raw data has not been released, however the understanding the community and Council's desire to	Primary Cost: \$200 (letters sent)	12/12/2017
1-May-17	13.1	NOM 1300 - Reinstatement of Full Voting Rights for Frankston City Council Cr Bolam	Council Decision: Moved: Councillor Bolam Seconded: Councillor Aitken That Frankston City Council writes to the Australian Local Government Association (ALGA) in relation to the Association bylaw which requires municipal member councils in Victoria to also be a member of the Municipal Association of Victoria (MAV). Municipal councils in Victoria that are not members of the MAV are currently prevented from voting at all ALGA conferences. As Frankston City Council is not presently a member of the MAV, this bylaw effectively leaves Frankston City Council - and its 137,000 residents - disenfranchised. Therefore, the Council formally requests that this bylaw be amended to allow all municipal councils throughout Australia to partake in voting on national matters under the ALGA umbrella regardless of state-based membership/s. Carried Unanimously	Michael Craighead	26 September 2017 - As per Council Meeting held the 25th of September, archiving NOM. 11 September 2017 - No response received as yet from the ALGA. Given Councils decision to rejoin the MAV full voting rights have been resumed. Little point in pursuing this further in these circumstances, request NOM to be archived. 31 July 2017 - No change in status as no response received from ALGA 18 July 2017 - No change in status as no response received from ALGA 22 May 2017 Letter prepared and sent (A3349749)	Primary Cost:	26/09/2017

## Item 12.1 Attachment B: Notice of Motion Report - 2018 - for the 10 September Council Meeting

Meeting Date	Item No	NOM Title and Councillor	Council Resolution	Responsibility	Comments	Cost Summary	Date Closed
1-May-17	13.2	NOM 1301 - Eel Race Road Closure Opposition  Cr Bolam	Moved: Councillor Bolam Seconded: Councillor Aitken That Frankston City Council writes to LXRA, the Premier of Victoria (The Hon. Daniel Andrews), the Opposition Leader of Victoria (The Hon. Matthew Guy), the Minister for Transport (The Hon. Jacinta Allan) and the State Member for Carrum (Ms. Sonya Kilkeny), expressing concern of the closure of Eel Race Road. Much like the recent decisions relating to Overton Road (Seaford), Seaford Road (Seaford) and the sudden announcement of a train stabling facility at the Kananook Railway Station (Seaford), the process has once again failed Frankston residents in that no consultation and no justification was evident in arriving at this decision. Frankston City Council formally opposes the closure of Eel Race Road on a number of grounds including the increase of congestion, particularly on Railway Parade (Seaford), Armstrongs Road (Seaford) and Station St (Seaford); and the impact that this will have on the amenity/character of Seaford and pedestrian safety. Council commits to this new position given contemporary community feedback. Carried Unanimously	Kate Jewell	12 December 2017 - Archiving NOM as per Council Resolution OM310 11 December 2017. 27 November 2017 - Two (2) letters have been sent in regards to this Notice of Motion (NoM), the initial letters and a follow up email noting original correspondence. Due to only a partial response being received, we propose that this NoM now be archived. If future correspondence is received in response to the letters, it will be made available to the Councillors. 31 October 2017 - As at 19 October 2017 - no formal reply from Premier and Member for Carrum. No acknowledgement of follow up emails that were sent 7 September 2017 either. A reply has been received from The Hon. Matthew Guy MP Opposition Leader - reply sent to the Mayor directly noting the correspondence and an extract from the letter notes 'the Liberal Nationals Coalition shares Council's concern at the impact that the closing the road would have on traffic flow, congestion, and neighbourhood amenity and safety, as well as the lack of consultation by the Andrews Labor Government's Level Crossing Removal Authority.' A reply has been received from Level Crossing Removal Authority sent directly to the Mayor noting the correspondence and an extract from the letter notes 'The short distances between the Patterson River, the Station level crossing and the Eel Race Road level crossing requires the two level crossings to be removed with the same design solution. Given this, significant work was undertaken to consider options in the area and it has been determined a rail trench solution under McLeod Road is not technically possible.' 02 October 2017 - Still no reply from the Premier, Opposition Leader and Member for Carrum as	Primary Cost: \$200 (letters sent)	12/12/2017
1-May-17	13.3	NOM 1302 - Financial Literacy Classes  Cr Bolam	Moved: Councillor Bolam Seconded: Councillor Aitken That a report be provided to Council at the July Ordinary Meeting detailing the use of financial literacy classes/workshops to allow interested residents to consider methods to gain better control and understanding of their finances. The report is to consider providers – Governmental, private and Not for Profit – who are able to appeal to residents of varying ages and societal circumstances. The report should consider areas of the municipality in high need of these classes/workshops; and how to attract residents to such classes/workshops. The report is to also consider subsidies (by Council and local businesses such as community banks) to support such classes/workshops occurring within the municipality on a consistent basis. That a section be made available on the FCC Website with a list of existing financial literacy programs in Frankston. Carried	Gill Kay	21 November 2017 - Archiving NOM as per resolution from OM309 (20 November 2017). 31 October 2017 - As per below all actions complete, request to archive. 1. No further action required 2. A session relating to this topic was scheduled and advertised. The session was conducted on 6 September 2017 at Frankston Library. There were two people in attendance. 3. No further action required. 19 July 2017 - 1) & 3) Stakeholders consulted and have arranged pilot workshop at the Frankston Library in September within existing budget. 4) Information on financial literacy support readily available online and not recommended to add to Council's website. 10 July 2017 - A report has been prepared for Council's consideration 20 June 2017 - A meeting of Managers has been held. A report has been scheduled for OM 24/7. 22 May 2017 - Report will be prepared Estimated Completion Date changed by: Tracee Hall-davis From: 22 May 2017 To: 15/6/2017 10 May 2017 - A meeting of Managers who have potential involvement in the funding, promotion or delivery of the classes has been arranged to inform the report.	Primary Cost: Foregone Income	21/11/2017
1-May-17	13.4	NOM 1303 - Quality of Life / Anti Social Behaviour in the Frankston LGA  Cr Bolam	Council Decision: Moved: Councillor Bolam Seconded: Councillor Toms 1. Council officers identify the scope and costs of commissioning the preparation of a formal 'white paper' to both tiers of government detailing particulars on the type of crimes most prevalent in Frankston. The White Paper should explore potential legislative and Local Law reforms and what new funding options might be available to improve the municipality's liveability. Interested Councillors, key groups and individuals would also form a consultative group for the preparation of the paper which should include but not be limited to: • The status of the once successful Neighbourhood Watch program. • An analysis of the types of crime and crime rates currently committed in Frankston and the capacity of state legislation and local laws to respond effectively. • The Victorian Police regime of monitoring CCTV cameras and their consideration of the CCTV network's shortfalls. • A review the graffiti clauses in General Local Law Number 8 to consider potential enhancements to the Local Law and opportunities for state government grants funding. • Consideration of existing e referral systems and opportunities for Council's field staff, in their day to day work, to refer vulnerable people to services. The cost of the 'white paper' should be included in the Community Development Progress report to Council's June Ordinary Meeting. 2. Council authorises the Mayor to write to the Victorian Attorney General, the Honourable Martin Pakula, congratulating him and the Government for the prohibition of synthetic psychoactive drugs such as Kronek and further seek prohibition of selling glue with mind altering effects to children under the age of 18 years using Council's Local Law Number 8, Clause 3.3 as an analogy. This would reflect the existing regulatory requirement regarding the refusal of sale of aerosol/spray canisters to those under the age of eighteen in Victoria. ('Graffiti Prevention Act 2007'). 3. That Council encourages residents and ratepayers of the municipality to promote downloading (free of charge) the official 'Crime Stoppers Victoria' smartphone and the 'MyFrankston' apps which will improve reporting suspected offences to Police. Increased use of both smartphone apps will assist the Police in growing intelligence gathering and holdings. Opportunities to promote the app include council's website, Facebook webpage and in the 'What's On' printed advertisements as well as through University of the Third Age, community centres and the library.  Carried Unanimously	Gill Kay	17 October 2017 - Archiving NOM as per 16 October OM. 02 October 2017 - Report was considered back to Council at its 25 September 2017 meeting therefore request NOM to be archived. 11 September 2017 - One Quote has been received from Melbourne University, this will be provided in the report going to council on 25 September 2017. This report will also outline other actions that have been undertaken. 10 July 2017 - Request for Quote for development of white paper has been finalised. Draft Terms of Reference have been developed and first Consultative Committee meeting is currently being organised. Report due to go to council early September. 10 July 2017 - 1) The costs and scope have been provided to Council. 2) Letters have been sent to State Government. 3) Media and Communications are including this advice in statements, stories and social media. Work is underway to set up a Consultative Committee to address some of the issues raised in this NOM. Officers are also planning to meet with a member of Victoria Police and Cr Bolam to clarify some of these issues.  21 June 2017 - A consultative community of 6 chaired by the Deputy Mayor is being organised together with an RFQ for the development of the white paper. A report is anticipated for January 2018 20 June 2017 - The Mayor has written to the Victorian Attorney General seeking prohibition of glue that has mind altering effects. Officers are also working on an approach to encouraging residents to promote use of 'MyFrankston' app and Crime Stoppers to report suspected offenders. A university has provided indicative feedback on the scope of the research and the number of days (55) required to complete it (@ \$1,200 per day). 13 June 2017 - An update has been included in the Resolution Progress report for 13 June highlighting the time and cost of preparing the 'white paper'.  22 May 2017 - Report will be prepared for June 2017 Ordinary Meeting. Estimated Completion Date changed by: Tracee Hall-davis From: 22 May 2017 To: 30/6/2017 10 May 2017 - A letter has been drafted for the Mayor's signature to the Attorney General 22 May 2017 - Archive	Primary Cost: Recurring costs: Costs associated with the introduction of increased Local Laws Authorised Officers during peak day time hours is \$300K labour costs per annum at current costs; \$14,180 for its operation and, seeks officers recommendations to be referred to the 2018/19 budget process for Council's consideration. <b>NOTE BUT NOT ADDED TO COSTING:</b> Once-off costs: \$116,244; Producing the 'white paper' requires additional EFT allocation; an additional \$116,244 in excess of the approved annual budget - NOT APPROVED AND NOT SPENT; Purchase of a vehicle \$62,571	17/10/2017
1-May-17	13.5	NOM 1304 - Frankston Basketball Association Building Extension process investigation	LOST				22/05/2017
1-May-17	13.6	NOM 1305 - Ban the Bag	Moved: Councillor Toms Seconded: Councillor Aitken That Frankston City Council writes to Frankston Labour MP Paul Edbrooke, Environment Minister Uly D'Ambrosio and Victorian Premier Daniel Andrews MP to	Craig Dinsdale	11 July 2017 - NOM archived 20 June 2017 - The NOM to be archived	Primary Cost:	11/07/2017
1-May-17	13.7	NOM 1307 - Bullying in Frankston	Moved: Councillor O'Connor Seconded: Councillor Mayer That Council requests that the Frankston Youth Council consider a package of recommendations to present to both tiers of government on methods to decrease bullying. All forms of bullying – particularly 'cyber bullying' – is having a catastrophic impact on our youth. The suite of suggestions by the Frankston	Gill Kay	16 August 2017 - Archiving NOM as per Council Decision at 14 August 2017 OM. 31 July 2017 - Request to archive NOM as report was present back to Council at the 24 July 2017 OM.	Primary Cost:	16/08/2017
1-May-17	13.8	NOM 1308 - Port of Hastings  Cr McCormack	Moved: Councillor McCormack Seconded: Councillor Toms That: 1. Frankston City Council writes to the Victorian Government and Infrastructure Victoria resolving not to support a second container Port at Hastings including	Sam Jackson	11 July 2017 - NOM archived 20 June 2017 - Can NOM be archived 13 June 2017 - Letters have been prepared and sent. Ref A3385413 and A3365543. Primary Cost	Primary Cost:	11/07/2017
22-May-17	13.1	NOM 1310 - Notice of Rescission - NOM 1308 - Port of Hastings -	LOST	Andrea Gaynor	20 June 2017 - Archived as per minutes 13 June 2017 OM302 13 June 2017 - Archive		13/06/2017

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## Item 12.1 Attachment B: Notice of Motion Report - 2018 - for the 10 September Council Meeting

Meeting Date	Item No	NOM Title and Councillor	Council Resolution	Responsibility	Comments	Cost Summary	Date Closed
		Ordinary Meeting 300 - 1					13/06/2017
22-May-17	13.2	NOM 1312 - Unemployment in Frankston Cr Bolam	Council Decision Moved: Councillor Bolam Seconded: Councillor Hampton In light of unsatisfactory unemployment statistics which put Frankston in the upper tier of municipalities with significant local unemployment, a report be provided at the September Ordinary Meeting in relation to the following: 1. How the Frankston City Council could increase apprenticeships, pre-vocational work experience, traineeships, cadetships and tertiary work experience; 2. How the Council could lobby other major local employers (i.e. Peninsula Health, South East Water etc) to consider additional apprenticeships, pre-vocational work experience, traineeships, cadetships and tertiary work experience; 3. How the Council could work with local media, local businesses and the Frankston Business Network to encourage businesses and industries to consider additional apprenticeships, pre-vocational work experience, traineeships, cadetships and tertiary work experience; and 4. Identify employment programmes currently not in effect in Frankston – new and existing – which would be beneficial; and prepare a letter (for adoption in September) to relevant state and federal ministers requesting the implementation of such programmes. The report is to provide specific options including costings and resourcing considerations, particularly in relation to Frankston City Council's potential to increase placements.  Carried Unanimously	Sam Jackson	17 October 2017 - Archiving NOM as per 16 October OM. 02 October 2017 - Report was considered back to Council at its 25 September 2017 meeting therefore request NOM to be archived 11 September 2017 - While research is being undertaken by Officers, the status of actioning this resolution for reporting purposes remains unchanged at this stage. Officers are working to present a report to the Ordinary Council Meeting on 25 September. 31 July 2017 - While research is being undertaken by Officers, the status of actioning this resolution for reporting purposes remains unchanged at this stage. Officers are working to present a report to the Ordinary Council Meeting on 25 September. 06 July 2017 - While research is being undertaken by Officers, the status of actioning this resolution for reporting purposes remains unchanged at this stage. 20 June 2017 - While research is being undertaken by Officers, the status of actioning this resolution for reporting purposes remains unchanged at this stage. 13 June 2017 - A report will be prepared.	Primary Cost:	17/10/2017
22-May-17	13.3	NOM 1313 - Solar Panels Installation on Civic Centre Cr Mayer	Moved: Councillor Mayer Seconded: Councillor Aitken That Council: 1. Receive a report at its June 2017 Council meeting on the options available to install solar panels on the roof of the Civic Centre in line with the Carbon Neutral Action Plan. The report is to consider updated information on previous reports presented to Council on solar panels including new technologies and Council's ability to fund the installation of the solar panels in the 2017/18 financial year if the project proceeds; 2. The Chief Executive Officer be requested to have a staff member, as a matter of priority, review and monitor Council's energy bills to ensure that Council are not being over charged; and 3. The findings are to be reported to Council at a briefing every six months.  Carried Unanimously	Craig Dinsdale	16 August 2017 - Archiving NOM as per Council Decision at 14 August 2017 OM. 31 July 2017 - Request to archive NOM as report was present back to Council at the 24 July 2017 OM. 19 July 2017 - Report prepared for the 24 July 2017 Ordinary Meeting. 06 July 2017 - Report is due to be presented at 24 July 2017 Ordinary Meeting 27 June 2017 - Report being prepared for Ordinary Meeting OM304 - 24 July 2017 13 June 2017 - A report will be prepared.	Primary Cost: \$200 (letters) Council refers to the Mid-Year Budget Review a budget of \$66,000 to engage a resource (internal or external) to collate, monitor and contract manage its water and energy consumption, greenhouse gases emissions and expenditure; Resource approved at mid year budget review. (expected estimated cost if seen through is for \$2,205,900.00)	16/08/2017
22-May-17	13.4	NOM 1314 - Seaford Road Level Crossing Funding Cr O'Connor	Council Decision: Moved: Councillor O'Connor Seconded: Councillor Toms 1. a) That a report be provided to Council at the July Ordinary Meeting identifying potential projects, concepts, designs and plans, including upgrades to the RF Miles Reserve, to revitalise the Seaford community as part of the State Government's Seaford Road Level Crossing Removal Project. The report should also consider projects and funding not currently earmarked by the State Government which could be greatly assisted by further funding within the Seaford Road proximity; b) That Council write to the Victorian Minister for Transport, Hon Jacinta Allan MP and State Member for Carrum, Soniya Kilkenny MP seeking additional funding, on top of the current amount earmarked by the State Government, to revitalise the Seaford community as part of the Level Crossing Removal Project at Seaford	Kate Jewell	16 August 2017 - Archiving NOM as per Council Decision at 14 August 2017 OM. 31 July 2017 - Request to archive NOM as report was present back to Council at the 24 July 2017 OM. 06 July 2017 - Council Officers have currently listed item for briefing on Monday 10 July 2017 followed by Council Ordinary meeting report on Monday 24 July 2017 to seek Council's endorsement 19 June 2017 - Request to archive NOM as report was present back to Council at the 24 July 2017 OM. Unsure how this was added as its been added prior to my time therefore archiving as no details on comments or the NOM its in regards to	Primary Cost:	16/08/2017  19/09/2017
22-May-17	13.5	NOM 1315 - Police Numbers in Frankston Cr Toms	Moved: Councillor Toms Seconded: Councillor Aitken That Council writes to the Premier of Victoria The Hon Daniel Andrews, Minister for Police The Hon Lisa Neville, Police Commissioner Graham Ashton AM, Shadow Minister for Police The Hon Edward O'Donohue, Leader of the Opposition The Hon Matthew Guy and State Member for Frankston Paul Edbrooke, to advocate for an increase in police officers in the Frankston municipality. The Labor Government announced a \$2 billion boost for Police which will allow 3,135 new police officers to be delivered over a five (5) year period. Additional police officers at Frankston and Carrum Downs stations would ensure they are adequately resourced to provide a safe place for our community.  Carried Unanimously	Gill Kay	05 September 2017 - Archiving NOM as per Council Decision at the 4 September 2017 OM. 21 August 2017 - Responses immediate. Level of resources is unlikely to change in Frankston. Request to archive NOM. 31 July 2017 - NOM followed up in meeting with Local Police 19/7. 06 July 2017 - Letter of response received from Edward O'Donohue. Still awaiting respons from the Premier of Victoria The Hon Daniel Andrews, Minister for Police The Hon Lisa Neville, Police Commissioner Graham Ashton AM, Leader of the Opposition The Hon Matthew Guy and State Member for Frankston Paul Edbrooke. 22 June 2017 - Letters have been prepared and were sent 12/6/2017 13 June 2017 - Letters have been prepared.	Primary Cost:	5/09/2017
22-May-17	13.6	NOM 1317 - Frankston Nature Conservation Reserve Cr Bolam	Council Decision: Moved: Councillor Bolam Seconded: Councillor Aitken That in light of the State Government's precipitous decision, without Council and community consultation, to discontinue the Frankston Nature Conservation Reserve Committee: 1. Council writes to Frankston MP, Paul Edbrooke and the Victorian Minister for the Environment, Lily D'Ambrosio MP seeking confirmation that the Frankston Reservoir will remain open to the public as per existing access arrangements upon the transfer of reserve stewardship to Parks Victoria; and 2. Letters of Appreciation be presented to members of the Frankston Nature Conservation Reserve Committee appointed in March 2014 and its volunteers, expressing appreciation for their tireless dedication to the Frankston Reservoir. Letters of appreciation be presented to the committee members and volunteers at the next 'Mayor's Picnic' event (in the spirit of NOM 1258). 3. That Council writes to the State Government and asks that the volunteers that are currently preserving the Frankston Nature Conservation Reserve be part of the future management of the reserve.  Carried Unanimously	Michael Papageorgiou	17 October 2017 - Archiving NOM as per 16 October OM. 02 October 2017 - Letters of Appreciation were distributed to Volunteers at the Mayor's picnic, held on 10 September 2017. request NOM to be archived. 21 August 2017 - Letters were mailed to the Ministers on 23rd June 2017. Mayors Picnic is scheduled for September 2017 19 July 2017 - Letter sent back to Paul Edbrooke indicating Council does not wish to take over the reserve. 22 June 2017 - The letter to the Ministers have been prepared and will be mailed by 23/6. 13 June 2017 - Letters have been prepared. Primary Cost added \$75.00 Letter from Mr Paul Edbrooke received (A3363269).	Primary Cost: \$200 (letters sent)	17/10/2017
22-May-17	13.7	NOM 1318 - Metropolitan Waste and Resource Recovery Group Cr Hampton	Council Decision: That Council formally endorse the Notice of Motion carried at last meeting of the Metropolitan Waste and Resource and Recovery Group (MWRRG) which read as follows: "That the MWRRG write to the Minister for Energy, Environment and Climate Change and Shadow Minister for Energy and Resources requesting that funding generated through the collection of the Municipal and Industrial Landfill Levy be constrained to the purpose for which the Levy was introduced and raising concerns with the Levy funds being allocated to supplement Park Victoria initiatives not related to the purpose of the Levy" Also forward to the MWRRG this endorsement along with all the amounts of money collected by this Council and which has been passed on to the State Government over the last 10 years from the Levy and what this Council has received back from the Government in programs associated directly with this Levy over this same period."  Carried Unanimously	Bruce Howden	24 July 2018 - As per Council resolution at its 2018/OM9 meeting, this NOM has been approved to archive 9 July 2018 - Letter of response from Minister D'Ambrosio to Metro Waste LG Forum was circulated. Requesting item to be closed 18 June 2018 - Another request sent to Metro Waste Group to obtain a copy of the letter sent from Minister. Copy of letter has been received from Metro Waste Group and will be circulated. 21 May 2018 - Letter from Minister was tabled in January 2018 meeting of Metro Waste and Resource Recovery Group's Strategies and Policy Advocacy Group. Have requested a copy of the letter from MWRRG. 15 January 2018 - Request MWRRG to provide date when letter was sent to Minister as outlined in Nov 2017 Waste Forum and any response received.	Primary Cost:	23/07/2018

## Item 12.1 Attachment B: Notice of Motion Report - 2018 - for the 10 September Council Meeting

Meeting Date	Item No	NOM Title and Councillor	Council Resolution	Responsibility	Comments	Cost Summary	Date Closed
22-May-17	13.8	NOM 1319 - Access to Hindu Temple via Boundary Lane Cr Hampton	Council Decision: That the CEO investigates the cost required to open Boundary Lane to one way vehicular traffic as an alternate entry into the Hindu temple on Boundary Road and that a report be provided to the 13 June Ordinary Meeting.  Carried Unanimously	Doug Dickens	24 July 2018 - As per Council resolution at its 2018/OM9 meeting, this NOM has been approved to archive 9 July 2018 - Report was presented to Council on 4 June 2018 addressing this NoM. It is requested that this matter be closed. Approved for closure by Director Community Assets. 21 May 2018 - Council officers have addressed issues raised by the Hindu Temple relating to speed signs, pedestrians crossing on Boundary Road and a path on Boundary Road. As part of the development of the Hindu Temple car parking, arrangements will be made within the property to provide better access. A report will be provided to the June 2018 ordinary meeting. 30 April 2018 - Council Officers again met with members of the Temple Committee on Friday 5/4/2018. It was explained that any works on Boundary Lane would need to be carried out by the Hindu Temple. As a result the Hindi Temple Committee will now investigate managing access internally within the site as part of other carpark works. There is no need now to open up Boundary Lane for access to the temple. 9 April 2018 - Council Officers will meet with members of the Temple Committee on Friday 5/4/2018 to discuss proposals for alternative access from Boundary Lane. It is proposed that any	Primary Cost: \$350 (meetings held plus reports)	23/07/2018
22-May-17	13.9	NOM 1320 - 360 Degree Video Platform Cr Toms	Moved: Councillor Toms Seconded: Councillor Aitken That Council Officers prepare a report into the options available to install a 360 degree video platform to showcase Frankston City whilst enhancing the tourism market and local economy. That the report be presented to Council at its July 2017 meeting.  Carried Unanimously	Sam Jackson	31 July 2017 - NOM archived as per OM 24 July 2017 (12.7 Progress of Council Resolutions Resulting from Notice of Motions) 19 July 2017 - A report addressing this NOM is being considered by Council at its Ordinary Council Meeting of 24 July. This matter is now deemed complete for reporting purposes. 20 June 2017 - While research is being undertaken by Officers, the status of actioning this resolution for reporting purposes remains unchanged at this stage.	Primary Cost:	31/07/2017
22-May-17	13.1	NOM 1321 - Wells Street Lighting Cr Aitken	Moved: Councillor Aitken Seconded: Councillor Toms That the Chief Executive Officer oversee the works required to ensure all lighting in Wells Street is made fully operational and that this be completed within four weeks of this motion being adopted by Council.  Carried Unanimously	Vishal Gupta	26 February 2018 - Archived NoM as per Council Decision at 19 February 2018 meeting. 05 February 2018 - As at 1 February 2018 all lights have been installed and are operating. Request this Action be archived. 15 January 2018 - Existing lights are now operational and working as intended. Two additional lights are scheduled to be installed by end of January 2018.		26/02/2018
22-May-17	13.11	NOM 1323 - Young Street Precinct Cr McCormack	Council Decision: Moved: Councillor McCormack Seconded: Councillor Aitken That Council writes to the Member for Frankston, Paul Edbrooke MP and the Minister for Transport, the Hon Jacinta Allen MP requesting updated information with respect to expected completion of the works affecting traffic movement in Young Street; expressing Council's dissatisfaction with the ongoing state of construction which has had and will continue to have disastrous impacts on businesses in the affected Young Street precinct; and seeking financial assistance from the State Government for those affected businesses  Carried Unanimously	Kate Jewell	17 October 2017 - Archiving NoM as per 16 October OM. 02 October 2017 - Executive Manager, Frankston Revitalisation Kate Jewell requesting the matter now be archived - completed and replies received. 11 September 2017 - As per new Council procedure - Investigated if letters had yet been received from the Minister for Public Transport and Member for Frankston. Letter received from the Minister addressed to the Mayor acknowledging letter and apologising for delay in responding. Noting that VicRoads is also working to manage impacts to local traders during construction. No mention of any financial assistance from the State Government. Copy	Primary Cost:	17/10/2017
22-May-17	C.7	NOM 1311 - St Kilda Football Club Withdrawal Cr Bolam	Under Separate Cover	Liz Daley	Under Separate Cover	Primary Cost:	5/02/2018
22-May-17	C.8	NOM 1322 - Peninsula Leisure Core Obligations Cr Hampton	Under Separate Cover	Tim Frederico	Under Separate Cover	Primary Cost:	26/09/2017
13-Jun-17	13.1	NOM 1309 - New signature event for Frankston Cr Bolam	Council Decision Moved: Councillor Bolam Seconded: Councillor Aitken That: 1. Officers continue to pursue opportunities to expand the calendar of tourism events within the City through attracting a new signature event. In accordance with Council's Destination Development Plan any additional event should, where practical: • be delivered outside of peak event season (December – March); • give consideration to utilising other venues / locations throughout the municipality; • complement Frankston City's visitor offering locations; • provide demonstrated economic benefit through increased visitation; and uniquely designed and executed - outside of the mainstream of what other municipalities do. 2. Officers bring a report to the August 2017 Ordinary meeting of Council outlining the process required to seek market interest in holding an event that meets the above objectives. Carried Unanimously	Sam Jackson	05 September 2017 - Archiving NOM as per Council Decision at the 4 September 2017 OM. 21 August 2017 - Request to archive NOM as a report was considered back to Council the 14 August 2017 OM. 31 July 2017 - Officers are preparing a report on this NOM for consideration at the Ordinary Council Meeting on 14 August 2017. 06 July 2017 - Officers are preparing a report on this NOM for consideration at the Ordinary Council Meeting on 14 August 2017. 20 June 2017 - While research is being undertaken by Officers, the status of actioning this resolution for reporting purposes remains unchanged at this stage.	Primary Cost: \$200K over 4 years of the program now factored into budget.	5/09/2017
13-Jun-17	13.2	NOM 1316 - Frankston Ambassador Cr Bolam	Council Decision: Moved: Councillor Bolam Seconded: Councillor Toms That the following be actioned in regards to the Frankston Ambassador site: 1 A quarterly report to councillors and relevant officers highlighting the numbers of Notices to Comply and Infringements Issued relating to unsightly and dilapidated building be prepared. 3 Subject to credible advice and reasonable cause, Authorised Officers inspect accommodation units at the Ambassador to ensure all compliance codes are being met. The findings from the initial audit of this site be provided to Councillors and relevant officers. 4 Council officers survey residents in the vicinity of the Ambassador about their perceptions of safety, amenity and quality of life as neighbours of the Ambassador. The results of the survey should contribute to exploration of 'eminent domain' (compulsory acquisition) of the Ambassador site with the local MP and relevant Ministers. 5 Council officers source examples of unsightly and dilapidated clauses in other municipal local laws to determine if improvements can be made to Frankston general local law No. 8. 7 All directives are to be responded to in the form of a report no later than November 2017. Carried Council Decision Moved: Councillor Bolam Seconded: Councillor Toms That the following be actioned in regards to the Frankston Ambassador site: 2 Council officers meet with the new owner of the vacant land at the Ambassador site to enable an understanding of their plans for redeveloping the site and any short term options to improve the appearance of the site. 6 Council officers investigate and infringe dumped rubbish and also explore opportunities to work with Victoria Police and Sheriff's office to address anti-social and criminal behaviour in and around the Ambassador site. Carried Unanimously	Michael Craighead	04 April 2018 - Archiving NoM as per Council resolution at OM 3 April 2018. 19 March 2018 - Requesting NoM to be archived as report was considered back at Council at its 13 March 2018 OM. 01 March 2018 - A report incorporating legal advice has been prepared for the Council meeting on 13 March. 15 January 2018 - Options for the State Government or Council to acquire the titles to all of the properties within the site are being investigated and will be set out in a report to be presented to Council as its 13 March 2018 meeting. 27 November 2017 - Recommendations were carried and report due back to council in January 2018 outlining opportunities to explore the options of eminent domain. 31 October 2017 - A report has been prepared to go to Open Council Meeting in November to report on responses from the survey. 02 October 2017 - A survey has been sent to households in the vicinity of the Ambassador to ascertain any negative experiences. 11 September 2017 - Building Services in the conjunction with CFA & VicPol inspected the Ambassador 29 August. As a result of this inspection and a report is currently being written. A survey has been developed and distributed to neighbouring properties within 200 metres of the Ambassador. Responses will be collated and included in the report to be presented to Council 23 October 2017. 28 August 2017 - A joint visit at the Ambassador with Frankston Council Building Services, CFA & VicPol was undertaken 29 August 2017, a report will be written once CFA provide their report. The survey has been delivered to residents living in the vicinity of the Ambassador with a closing date	Primary Cost: \$350 2 x external meetings held requiring attendance of 3 officers and Local and State MPs	4/04/2018

Meeting Date	Item No	NOM Title and Councillor	Council Resolution	Responsibility	Comments	Cost Summary	Date Closed
13-Jun-17	13.3	NOM 1325 - Student Action Grants  Cr Bolam	Council Decision: Moved: Councillor Bolam Seconded: Councillor Aitken That a report be provided to Council at the September 2017 Ordinary Meeting on the introduction of a new grants route for primary and secondary student representative councils and/or local youth movements (i.e. Scouts) designed for such groups to identify local advocacy campaigns to bring about positive improvements. Grant inclusions are to include minor funding for appropriate projects and/or in-kind support by officers to assist in progressing appropriate projects (i.e. assisting with submission writing / advocacy / advertising / hiring of facilities). Any grant considered must be deemed appropriate and should be accompanied with sufficient information to demonstrate the need basis, as well as forward planning (i.e. 'action plan'). The model to base this report upon should be the work done by the Student Representative Council of Karingal Park Secondary College in the early 2000's to bring about the creation of 'Nats Track' in Karingal. This was a community-wide beneficial project and greatly enhanced students feelings of belonging in the area (i.e. they felt they were listened to). The report should consider the overall grants mechanism (i.e. grants vs. in-kind support vs. hybrid), the monetary amount that a fiscal grant amount will carry per representative council/association, and the role the Frankston Youth Council could perform in either authorising such grants or referring such grants to Council for approval.  <i>Carried Unanimously</i>	Liz Daley	14 March 2018 - Archiving NoM as per Council Decision at 13 March 2018. 01 March 2018 - Request to archive NoM. 08 February 2018 - \$5,000 approve in mid-year budget review; \$10,000 recurrent referred to 2018/19 budget for consideration. To be closed off after mid-year budget approval (Feb/Mar). 27 November 2017 - Funds referred to mid-year budget. 31 October 2017 - A Councillor Briefing is being scheduled for 30 October, after which, the report will be presented to Council. 11 September 2017 - A Councillor Briefing is being scheduled, after which, the report will be presented to Council. 21 August 2017 - A report has been scheduled to come to 4th September 2017 Ordinary Meeting. 31 July 2017 - Report is being developed for September Council meeting. 06 July 2017 - Meeting requested with Councillor to seek direction. 20 June 2017 - A report has been scheduled to come to 25/9 OM	Primary Cost:  \$5K for 2017/18 Financial year and \$10K per financial year thereafter.	14/03/2018
13-Jun-17	13.4	NOM 1326 - Creation of Frankston Junior / Youth Mayor  Cr O'Connor	Council Decision Moved: Councillor O'Connor Seconded: Councillor Toms That Council investigates the establishment of a 'Junior / Youth Mayor' position. The voluntary role is to have civic and ceremonial precedence. The position is to be term limited at a single twelve month term. The occupant of the role is to be determined by a majority vote of the Frankston Youth Council; and then re-affirmed by a majority vote of the Frankston City Council. A report be provided at the August Ordinary Meeting with full scope of what the role should entail, the formal name of the role, expected behaviours to be exhibited by those who serve in the position and any nominal costings (i.e. name tag, honour board, medallion/robes and ceremonial roles etc).  <i>Carried Unanimously</i>	Michael Craighead & Liz Daley	05 September 2017 - Archiving NOM as per Council Decision at the 4 September 2017 OM. 21 August 2017 - Junior Mayor Program endorsed at Ordinary Meeting 14th August 2017. Costs to be referred to mid-year budget review for program to commence in February 2018. Request to archive NOM as per the report considered back to Council. 31 July 2017 - A draft report has been prepared for the August meeting and the proposal will be considered by Youth Council at their meeting on 25 July 2017. 10 July 2017 - A report is being prepared for August OM 22 June 2017 - A meeting has been requested with Councillor O'Connor and the Chairperson to explore this NOM further. 20 June 2017 - A meeting has been requested with Cr Bolam and officers: Liz Daley, Ken Uddicoat	Primary Cost: Purchase of robes \$6K plus \$4K recurrent (Youth Mayor available budget)	5/09/2017
13-Jun-17	13.5	NOM 1327 - Support for new and existing Planned Activity Groups  Cr O'Connor	Council Decision Moved: Councillor O'Connor Seconded: Councillor Aitken That Council considers additional resourcing, advertising, advocacy and funding for planned activity groups – new and existing – in the Frankston municipality. A report is to be provided at the August Ordinary Meeting with suggestions on how to support such groups with in-kind support, advertising, state-federal advocacy and financial assistance. The report is to also consider the need for any new planned activity groups based on demographics and other empirical demands. Finally, the report is to consider the following: 1. The creation or enhancement of a social group for young people with disabilities and/or may be socially isolated; 2. The creation or enhancement of a social group for middle aged people with disabilities and/or may be socially isolated; 3. The creation or enhancement of a social group for senior citizens who may be socially isolated, disabled or have difficulties with mobility; and 4. Improved advertising and regularity of council mandated bus services for senior citizens and people with disabilities wishing to access library services in either Carrum Downs or Frankston.  <i>Carried Unanimously</i>	Frances Thompson	05 September 2017 - Archiving NOM as per Council Decision at the 4 September 2017 OM. 21 August 2017 - Request to archive NOM as this was considered back to Council at its 14 August 2017 OM. This matter was deferred pending presentation of the HACC model review estimated to be October 2017. 10 July 2017 - A meeting held with Cr O'Connor on 29 June to discuss services, Councillor suggested a Council briefing report, prior to submitting to council. Briefing time will be held. 20 June 2017 - A meeting has been requested with Councillor O'Connor to explore options further. This meeting has been scheduled for 29/6.	Primary Cost:	5/09/2017
13-Jun-17	13.6	NOM 1328 - Consultants Register  Cr Hampton	Council Decision: Moved: Councillor Hampton Seconded: Councillor Aitken That: 1. Council produce a register of consultants and or any companies which have invoiced Council for services provided and the amounts invoiced for the work they have undertaken; 2. A brief description of the services and the name of the officer(s) who initiated the consultancy and or services, also the department(s) who used them, be included in the register; 3. This is to include any legal advice obtained; 4. This register be updated on a monthly basis and be made available to Councillors. 5. Tenders that have come before Council for approval are to be included in this register.  <i>Carried Unanimously</i>	Martin Poole	12 December 2017 - Archiving NoM as per Council Resolution OM330 11 December 2017. 27 November 2017 - The confidential transaction listings register will be updated monthly and can be viewed in the office of the Manager Administration and Corporate Projects by appointment from Friday 11th August. Michael Craighead - telephone 9784 1709. Copies of the document will not be permitted. Request NoM to be archived. 21 August 2017 - The confidential transaction listings register will be updated monthly and can be viewed in the office of the Manager Administration and Corporate Projects by appointment from Friday 11th August. Michael Craighead - telephone 9784 1709. Copies of the document will not be permitted. 10 July 2017 - Investigating request for report information inclusion re: officer and department raising invoice. 20 June 2017 - A register of payments made to companies for services delivered to Council will be made available monthly in the Councillors lounge area for perusal.	Primary Cost:	12/12/2017
13-Jun-17	13.7	NOM 1329 - Quality of Life / Anti Social Behaviour II  Cr Bolam	Council Decision Moved: Councillor Bolam Seconded: Councillor Aitken That: 1. The additional items be added to the purview of the consultative group assisting with the proposed Community Safety "White Paper" per NOM 1303: a. The prospect of the Minister for Gaming authorising a moratorium / covenant (ban) on any further gaming machines within the municipality; b. Exploring the establishment of 'Police Beats' (semi-manned shopfronts for specific localities within a municipality) as is practiced in Queensland. Given the Council's past concern with the lack of physical law enforcement presence in the Frankston town centre, Frankston North and Langwarrin; this course of action would be consistent with previous council resolutions, and a more cost effective alternative for the State Government than the present approach of building central command structures (i.e. fully fledged police stations); <i>Carried Unanimously</i>	Leonie Reints	17 October 2017 - Archiving NoM as per 16 October OM. 02 October 2017 - Report was considered back to Council at its 25 September 2017 meeting therefore request NoM to be archived. 11 September 2017 - Request for Quote for development of white paper has been forwarded to Melbourne University, Monash University and Grattan Institute with a closing date of Friday 1 September 2017. The first meeting of the Consultative Committee was held Friday 4 August 2017 where the members agreed on the Terms of Reference. The next meeting will be held once the consultant has been appointed. A Report providing an update on this NOM is due to go to Ordinary Meeting 25 September 2017.	Primary Cost:	17/10/2017
13-Jun-17	13.8	NOM 1331 - Mayoral Election  Cr Aitken	Council Decision Moved: Councillor Aitken Seconded: Councillor Bolam That Council writes to the Minister for Local Government and the Victorian Electoral Commission seeking their view on the practicality of Mayor's being elected uniformly throughout Victoria by a popular vote in each of the local government areas. And that if it is considered appropriate that they may also see this as a mechanism to instigate a community wide discussion to better determine the public view.	Michelle Tipton	11 July 2017 - NOM archived 10 July 2017 - A report was presented at it 3 July 2017 OM. 20 June 2017 - NOM to be archived as it was lost.	Primary Cost:	11/07/2017
13-Jun-17	13.9	NOM 1332 - Councillor's Party Membership  Cr Aitken	Council Decision Moved: Councillor Aitken Seconded: Councillor Toms That Councillors may voluntarily announce any membership of a political party and that this be made openly available on Council's website and further that this be put in place within seven days of this resolution being accepted by Council.	Michelle Tipton	11 July 2017 - NOM archived 22 June 2017 - Emailed Media and Communications to update the Profile pages on the Council website for each individual Councillor with regards to the membership of a political party. Only three (3) Councillors have responded to date: Cr Mayer, Cr Aitken and Cr Bolam. The Councillor Profile pages on Council's website, for the three (3) Councillors who responded, has been updated	Primary Cost:	11/07/2017

## Item 12.1 Attachment B: Notice of Motion Report - 2018 - for the 10 September Council Meeting

Meeting Date	Item No	NOM Title and Councillor	Council Resolution	Responsibility	Comments	Cost Summary	Date Closed
13-Jun-17	13.10	NOM 1333 - Enquiry to Wells Street Lighting  Cr Aitken	Council Decision: That an immediate and a full enquiry be made into the special effect lighting in Wells Street and that a working party be established comprising the Mayor, CEO and interested Councillors who will work harmoniously together to oversee the project to achieve a satisfactory outcome.  Carried	Gillian Kay	24 July 2018 - As per Council resolution at its 2018/OM9 meeting, this NOM has been approved to archive 9 July 2018 - Works have been completed. Request to archive. 18 June 2018 - Comments from Director Community Development: Uplights surrounds will be completed w/e 15 June. Cabling of cinema pots and repaving and installation of pots will be completed w/e 23 June dependent on weather. Revised Target Date changed by: Hall-davis, Tracee From: 31 May 2018 To: 25 Jun 2018 23 May 2018 - Revised Target Date changed by: Hall-davis, Tracee From: 23 Apr 2018 To: 31 May 2018 Reason: Please refer to comments 30 April 2018 - Feedback from Councillors responding to the memo provided direction to light the pots. They will not be connected via data cable. 13 April 2018 - A memo is being prepared for Councillors advising them of options 02 March 2018 - Councillors have requested the pots outside the entertainment centre to be relocated. Options are being explored. 26 February 2018 - All lighting as part of East/West Wells completed. New bulbs for middle wells on order (from Italy). Fix for keeping uplights clear of gravel underway. 15 January 2018 - All feature lighting associated with East West Wells Street project are functional. The existing uplights, previously installed in the middle of Wells Street, have received	Primary Cost: Costs associated with the fixing of lighting in Wells Street: \$22k	23/07/2018
13-Jun-17	13.11	NOM 1334 - Recognition of Indigenous Australians in Frankston and Australia-Wide  Cr McCormack	Council Decision: Moved: Councillor McCormack Seconded: Councillor Hampton 1. That a report be provided at the September Ordinary Meeting providing a road map for the introduction and implementation of a Frankston City 'Reconciliation Action Plan'. The report should explore costs, the prioritisation of tasks within any 'action plan', comparisons to/of other similar 'action plans' in effect throughout Victoria and how to better improve dialogue with Indigenous Australians within the Frankston municipality; 2. That Frankston City Council writes to the Prime Minister of Australia, The Hon. Malcolm Turnbull, Opposition Leader, The Hon. Bill Shorten, Dunkley MP, Chris Crewther, Isaacs MP The Hon. Mark Dreyfus QC, as well as Victoria's twelve federal senators, formally expressing support for the recognition of Aboriginal and Torres Strait Islander people in the Australian Constitution. Frankston City Council calls on the Parliament of Australia to allow a national referendum to be conducted to determine nation-wide sentiments on this matter; and 3. That Frankston City Council writes to the Premier of Victoria, The Hon. Daniel Andrews, Opposition Leader of Victoria, The Hon. Matthew Guy, Frankston MP Paul Edbrooke, Carrum MP Sonya Kilkeny and Hastings MP Neale Burgess requesting them to join Frankston City Council in lobbying their federal counterparts in relation to the previous directive (support for the recognition of Aboriginal and Torres Strait Islander people in the Australian Constitution)  Carried Unanimously	Liz Daley	21 November 2017 - Archiving NoM as per resolution from OM309 (20 November 2017). 31 October 2017 - A report was presented to OM 25/9/17 resolving to refer the cost of developing a RAP to the 2018/19 budget. Request closure. 02 October 2017 - A letter of response was received from the Hon Daniel Andrews MP on 24 August 2017 indicating that constitutional recognition cannot be considered in isolation of the desire of many Aboriginal Victorians for a treaty; the Victorian Budget 2017/18 has therefore committed \$28.5 million towards community consultations and work to prepare for treaty. A letter of response was received from the Minister for Indigenous Affairs on 20 September 2017 indicating the constitutional recognition of Aboriginal and Torres Strait Islander Peoples letter sent to the Prime Minister was referred to the portfolio responsibility for Indigenous Affairs. In pursuit of this recognition, the Prime Minister and the Leader of the Opposition jointly appointed the Referendum Council to advise them on the next steps towards a successful referendum. The Council completed a national consultation and engagement process; delivering the final report to the Prime Minister and the Leader of the Opposition on 30 June 2017 which can be located on the referendum council website. Both the Prime Minister and the Leader of the Opposition have stated that any proposal for constitutional change must reflect the wishes of Aboriginal and Torres Strait Islander peoples, be achievable and have near universal support to progress a referendum. Request to archive NOM based on the above information and the report considered back to Council at its 25 September OM. 11 September 2017 - Report will be presented to Ordinary Meeting 25 September 2017.	Primary Cost: \$525 (meetings held) The Reconciliation Plan Road-Map Project Brief which outlines the road-map for the introduction and implementation of a Frankston City Reconciliation Plan (Reconciliation Plan). Refers costs to the 2018-2019 budget process (\$35,000 consultancy; \$73,000 .8EFT identified position). Requires a new dedicated and culturally appropriate staffing resource and consultant (commencing July 2018)	21/11/2017
3-Jul-17	13.1	NOM 1335 - Annual Audit of Roads and Footpaths in the Frankston Municipality  Cr Bolam	Council Decision Moved: Councillor Bolam Seconded: Councillor Aitken That a report be provided to Council on either a staff position or the external workforce undertaking increased audits of all Council footpaths and roads throughout the entire Frankston City Council municipal district. This may include a combination of existing resources as well as new funding. The report be provided in September 2017. Carried	Craig Dinsdale	21 November 2017 - Archiving NoM as per resolution from OM309 (20 November 2017). 31 October 2017 - Report was presented back to Council. Request archive of NoM. 11 September 2017 - Report received by Council on Monday 4 September, 2017. Follow up actions currently with AP for response with other council departments. Asset Planning will coordinate the responses 21 August 2017 - Report to be presented to Council in September 2017. 31 July 2017 - Report to be presented to Council in September 2017.	Primary Cost:	21/11/2017
3-Jul-17	13.2	NOM 1336 - Green Infrastructure  Cr Toms	Council Decision: Moved: Councillor Toms Seconded: Councillor Aitken That a report be prepared for the October Council meeting detailing options for Frankston City Council to become a leader in Urban Forest / green initiatives. The report should consider: 1. Current and future green initiatives within the Frankston municipality including the delivery of a boulevard program; 2. Current initiatives run by State Government or other municipalities and the possibility of these programs being initiated within Frankston, for example Melbourne City Council's Green Infrastructure fund; 3. Opportunities to replicate successful funding models for green initiatives elsewhere; 4. Opportunities to ensure green infrastructure, other than tree canopies, is incorporated into the fabric of the city, including, but not limited to green walls and roofs; and 5. The timing and resources required for preparation of an Urban Forest Action Plan and how such a plan could incorporate green infrastructure other than tree canopy, including but not limited to green walls and roofs. 6. That Council officers explore and research the practice of resident and commercial rebates for the use of green friendly products and practices (City of Whitehorse) and consider them for the City of Frankston where it is demonstrated to be practicable and beneficial.  Carried	Michael Papageorgiou	21 November 2017 - Archiving NoM as per resolution from OM309 (20 November 2017). 31 October 2017 - The requested Green Infrastructure report was considered by Council at its meeting held on 25 September 2017. Request NoM to be archived. 21 August 2017 - A report will be prepared for the October 2017 meeting of Council.	Primary Cost:  Mid-year budget review 2018/OM1 endorsed funding of \$7,000 per annum  Notes progress on the development of the Urban Forest Action Plan and that proposals to further explore and fund opportunities for Green Initiatives throughout the City will be considered in the 2018/19 budget	21/11/2017
3-Jul-17	13.3	NOM 1337 - MAV Membership  Cr Toms	Council Decision Moved: Councillor Toms Seconded: Councillor Bolam 1. That the President of MAV, Mary Lallo be invited to brief Councillors on the merits of re-joining the Municipal Association of Victoria. 2. That the Chief Executive Officer request officers to prepare a report for the next Council meeting. Carried	Dennis Hovenden	05 September 2017 - Archiving NOM as per Council Decision at the 4 September 2017 OM. 22 August 2017 - A Response to NOM 1337 Council report was presented to Council at the meeting held on 14 August 2017. Request that this NOM now be archived. 19 July 2017 - Letter to Cr Lallo, President, MAV has been prepared (A3394308).	Primary Cost: Council paid \$46,450.95 for the MAV membership for 1 September 2017 to 30 June 2018 in September 2017. The MAV membership for 2017-2018 financial year is approx \$55k plus GST and was paid in July 2018	5/09/2017

## Item 12.1 Attachment B: Notice of Motion Report - 2018 - for the 10 September Council Meeting

Meeting Date	Item No	NOM Title and Councillor	Council Resolution	Responsibility	Comments	Cost Summary	Date Closed
3-Jul-17	13.4	NOM 1338 - Young Street Traders Assistance Package  Cr Toms	Council Decision Moved: Councillor Toms Seconded: Councillor Aitken To assist the Young Street, Station Street, Balmoral Street and Wells Street East traders who are facing severe financial difficulties as a result of ongoing works in Young Street, (now expected to finish in late October), that Council: <ul style="list-style-type: none"> <li>Advocates to South East Water and energy companies to put in place utility payment plans.</li> <li>Contacts owners of the properties in the affected areas, where possible meeting with them to discuss how they may be able to provide assistance to their tenants.</li> <li>Requests a meeting with the State Member of Frankston, Mr Paul Edbrooke MP to brief Councillors on the current Young Street works situation.</li> <li>Put in place an action plan to directly help traders in the affected areas of our City Centre.</li> <li>Requests the State Government to provide an immediate emergency rescue package to Local Traders.</li> </ul> That a report be provided to Council on the impact of waiving rates or other options for assistance for businesses adversely affected by the Young Street works in 2017/2018 including developing eligibility criteria. Carried Unanimously	Sam Jackson	16 August 2017 - Archiving NOM as per Council Decision at 14 August 2017 OM. 31 July 2017 - Request to archive as report was presented back to Council at its 24 July 2017 OM. 19 July 2017 - A report responding to this Notice of Motion has been prepared for consideration by Council at the Ordinary Council Meeting of 24 July 2017.	Primary Cost: \$2480 (meetings held) 1. Endorses the allocation of up to \$50,000 to establish a one-off emergency relief grant (grant) program to provide immediate support directly to business operators in the affected area. 2. The 10,000 pending cost has been referred to the Mid Year Budget review. 3. Kerbside Trading Waiver (\$8,148)	16/08/2017
3-Jul-17	13.5	NOM 1339 - Supporting LGBTI (Lesbian, Gay, Bisexual and Transgender) Community  Cr O'Connor	Council Decision Moved: Councillor O'Connor Seconded: Councillor Hampton That the: <ol style="list-style-type: none"> <li>LGBT (Lesbian, Gay, Bisexual and Transgender) 'Rainbow' flag be flown alongside other ceremonial and non-ceremonial flags outside the Frankston City Council Civic Centre to demonstrate Council's position that Frankston City is an inclusive municipality where all are welcomed regardless of race, creed, disability and sexual/gender persuasion.</li> <li>Cost to procure the flag, and any spares/additions, should be absorbed by the relevant FCC department. The flag is only to be removed on occasions where it is not compliant with ceremonial code / occasions.</li> </ol> Carried Unanimously	Dennis Hovenden	16 August 2017 - Archiving NOM as per Council Decision at 14 August 2017 OM. 31 July 2017 - The rainbow flag was raised at the Civic Centre on Friday 21 July 2017. Request to archive NOM.	Primary Cost: (\$162.64 added to Outcome cost for the cost of two (2) rainbow flags)	16/08/2017
3-Jul-17	13.6	NOM 1340 - Frankston Homelessness Count  Cr Bolam	Council Decision Moved: Councillor Bolam Seconded: Councillor Toms That recurrent funding, of no more than \$20,000 pa, be formally earmarked for the creation of an 'Annual Frankston Homelessness Count'. With the exception of the given year where homeless counts are actively conducted by the Australian Bureau of Statistics, the 'count' is to be performed each year by the Frankston City Council. Funding will be sourced from the 2017/2018 (and vice versa thereafter). In the interim, a report is to be provided to Council on how the 'Annual Frankston Homelessness Count' will be conducted. The report should seek to duplicate the refined model used by the City of Parramatta which utilises few volunteers but relies on strong partnerships with local PBIs, NFPs, local support services, governmental agencies and volunteer organisations in gathering relevant data prior to the actual 'count' occurring. The purpose of the 'count' is to get an accurate depiction of those sleeping 'rough' in the City; as well as those in emergency crisis accommodation (temporary housing). This raw data, combined with existing data from non-government organisations and government service providers on other forms of homelessness (i.e. 'couch surfers', 'hotel dwellers' etc.), is to be collated together and presented annually to both tiers of government to seek improved funding for addressing homelessness and borderline homelessness in the Frankston LGA. In addition, the report is to also consider how Council can encourage increases in donations to the 'Frankston Homeless Fund'. This report is to be presented to Council in September. Carried	Liz Daley	17 October 2017 - Archiving NoM as per 15 October OM. 02 October 2017 - Report was considered back to Council at its 25 September 2017 meeting therefore request NoM to be archived. 11 September 2017 - Report will be presented to Ordinary Meeting 25 September 2017 31 July 2017 - A meeting to discuss with Councillor has been requested. Report scheduled for September OM.	Primary Cost:	17/10/2017
3-Jul-17	13.7	NOM 1341 - Anti-Truancy Strategy  Cr Bolam	Council Decision: That Frankston City Council works with local schools, politicians and (state and federal) Department of Education officials, to crackdown on instances of truancy in local secondary schools. In order to facilitate this, the following actions should be undertaken: <ol style="list-style-type: none"> <li>Frankston City Council devises a strategy with local school principals and local politicians to curtail truancy and/or better detection of truants;</li> <li>That the strategy includes what role council bylaws officers and Victoria Police could perform in identifying and mitigating truancy;</li> <li>That the strategy includes views from the Frankston Youth Council insofar creative options to identify and curtail local truancy;</li> <li>Advocacy to the Victorian Department of Education and Training (including the relevant minister and Frankston MP Paul Edbrooke), and the Australian Department of Education and Training (including the relevant minister and Dunkley MP Chris Crewerther) to consider models, such as the 'Show Up, Standout' initiative currently operating in the United States, which pro-actively seek to decrease unexcused school absences; and</li> <li>That progress on all directives be reported back to Council in November 2017.</li> </ol> Carried Unanimously	Andrew Moon	24 April 2018 - Archived NoM as per Council Decision at its 23 April 2018 OM. 09 April 2018 - Request to archive NoM as report was submitted to the March OM. 27 February 2018 - An updated report will be presented to the March Council meeting with the view of a final report to be presented to Council in April 2018 meeting. 15 January 2018 - Item has been deferred at OM 11/12/2017 to March 2018 OM. 27 November 2017 - a report is scheduled to be presented to Council Ordinary Meeting 11/12/2017. 31 October 2017 - A meeting was held on Tuesday 29 August with representatives of DET, Victoria Police and Council officers. Detailed background information was given on the current measures used to address truancy which will be included in the Council Report. The report was due back to Council November however this has been delayed. 11 September 2017 - A meeting was held on Tuesday 29 August with representatives of DET, Victoria Police and Council officers. Detailed background information was given on the current	Primary Cost:	24/04/2018
3-Jul-17	13.8	NOM 1342 - Mayor's Role of Speaking in Ordinary Meetings of Council  Cr Aitken	Council Decision That Council give consideration to amending the Governance Local Law when it is next reviewed; to require any Mayor who wishes to speak at an ordinary meeting (when it has been established that Councillors wish to speak to a motion), to speak immediately after the mover and seconder have spoken and where the seconder defers, then the Mayor is to speak in the space the seconder would normally have occupied. Carried Unanimously	Michael Craighead	24 April 2018 - Archived NoM as per Council Decision at its 23 April 2018 OM. 09 April 2018 - This matter is pending a councillor briefing and has been completed as far as we can take it. Now Council decision which will be made at a briefing on the 11/4 and a subsequent Council meeting. Closure proposed. 01 March 2018 - Audit and Risk Management Committee has made some suggestions for Council	Primary Cost:	24/04/2018
3-Jul-17	13.9	NOM 1343 - Use of Microphones in Council Meetings  Cr Aitken	Council Decision Moved: Councillor Aitken Seconded: Councillor Bolam That all Councillors be required to turn their microphones on at Ordinary meetings of Council for the purpose of transparency and accountability.  Carried Unanimously	Michael Craighead	26 February 2018 - Archived NoM as per Council Decision at 19 February 2018 meeting. 05 February 2018 - Request NoM to be archived because Councillors are now using the microphones in Council Meetings. 15 January 2018 - 1. The revised draft Governance Local Law was circulated to Councillors by email on 14/11/17. A further change was requested by the Mayor which was then circulated to Councillors by email on 20/11/17 (regarding the wording of clause 94(e) - the Chair's duty to treat	Primary Cost:	26/02/2018
3-Jul-17	13.10	NOM 1344 - Access Friendly Frankston  Cr O'Connor	Council Decision: Moved: Councillor O'Connor Seconded: Councillor Bolam That: <ol style="list-style-type: none"> <li>A review be conducted that would allow access and egress to the area around Seaford pier for both the disabled and elderly. This access to enable both the disabled and elderly the ability to enter the water by means of a disability chair as is currently used at the Frankston pier;</li> <li>A review be conducted of all prominent foreshore access-egress points including Seaford Road and Keast Park to determine sufficient accessibility for both the disabled and the elderly;</li> <li>A further review be conducted of all prominent (public) landmarks to determine sufficient accessibility for both the disabled and the elderly;</li> <li>Officers investigate available State/Federal funding and grants that could be accessed to address any detected deficiencies; and</li> <li>A report be provided to Council in September with findings, as well as recommendations to address any detected deficiencies.</li> </ol> Carried Unanimously	Liz Daley	21 November 2017 - Archiving NoM as per resolution from OM309 (20 November 2017). 02 October 2017 - Report was considered back to Council at its 25 September 2017 meeting therefore request NoM to be archived. 21 August 2017 - A meeting held with Cr. O'Connor to discuss preferred landmark sites. A report will be submitted to the September Meeting. 31 July 2017 - Meeting scheduled with Cr O'Connor to discuss NOM.	Primary Cost:	21/11/2017
3-Jul-17	13.11	NOM 1345 - Interim meal arrangements for City Life clients  Cr Toms	Council Decision Moved: Councillor Toms Seconded: Councillor Aitken That an urgent briefing be held with Councillors on the recommendations of the DHHS (Department of Health and Human Services) consultancy investigation into the future service supports for people accessing the interim meals arrangements for City Life clients.  Carried Unanimously	Liz Daley	05 September 2017 - Archiving NOM as per Council Decision at the 4 September 2017 OM. 21 August 2017 - Briefing held 9th august 17 with DHHS. No further action. Request to archive NOM 31 July 2017 - Briefing scheduled in August with Department of Health and Human Services (DHHS) and Councillors.	Primary Cost:	5/09/2017

## Item 12.1 Attachment B: Notice of Motion Report - 2018 - for the 10 September Council Meeting

Meeting Date	Item No	NOM Title and Councillor	Council Resolution	Responsibility	Comments	Cost Summary	Date Closed
3-Jul-17	13.12	NOM 1346 - My Frankston App and Crime Stoppers  Cr Bolam	Council Decision Moved: Councillor Bolam Seconded: Councillor Toms In addition to the street and park signage designed to increase awareness of the 'myFrankston' app and Crime Stoppers (per 'Hoon Driving Report'), the following should also be implemented: • \$9,000 be referred to the 2017/2018 Mid-Year Budget Review for the strategic placement of durable footpath/walking path street decals throughout the municipality, advertising the 'MyFrankston' app and Crime Stoppers. Council should also seek permission to have decals installed outside major shopping centres (i.e. Karingal Hub, The Gateway etc.) where footpaths are not owned by Frankston City Council.  Carried Unanimously	Doug Dickens	26 February 2018 - Archived NoM as per Council Decision at 19 February 2018 meeting. 05 February 2018 - At its meeting on 29 January 2018 Council determined not to allocate funds for My Frankston App decals. As this project is not funded it is requested that this action be completed. 15 January 2017 - Location for decals is being investigated based upon an anticipated number of 60-80 locations. Design of decals is underway. Consultation and communication plan for major shopping centres where footpaths are not owned by Council is being developed and will be initiated once the decal is designed.	Primary Cost:  Response to NOM lost	26/02/2018
3-Jul-17	13.13	NOM 1347 - Budget addition for Pre-Schools  Cr McCormack	Council Decision: That the sum of \$5,000 be made available to each parent association of pre-schools within the municipality to assist with renewal works, maintenance, three year old kindergarten programs, advertising, children's necessities and the like. This funding is to be made available in this current year budget (from the operating surplus of Frankston City Council's 2017/2018 Budget) and each association be notified of the funding allocation and its purpose.  Carried	Joanne Ferrie	02 July 2018 - Approved to archive at 2018/OMB 18 June 2018 - CEO noted comments and requested that this now be closed. 21 May 2018 - Target date remains 30 June 18. Awaiting invoice and Officers have contacted the final kinder that has not submitted invoice requesting that this is done asap. 09 April 2018 - Target date remains 30 June 18. Awaiting invoices. Officers have contacted the final two Kinders that have not submitted invoices requesting that they do so. 26 February 2018 - There are two Kinders who have not submitted an invoice. Children Services following up. 11 September 2017 - Invoices continue to be received for processing. 22 August 2017 - Noted- awaiting end of financial year account reconciliation. 19 July 2017 - Correspondence is being prepared to send to all pre-schools with a parent association with a view to this action being completed by the end of the 31 July 2017	Primary Cost: Costs associated with a \$5K grant to all pre-schools (Budget of \$130k in total)	2/07/2018
3-Jul-17	13.14	NOM 1348 - Southern Metropolitan Partnership  Cr McCormack	Council Decision Moved: Councillor McCormack Seconded: Councillor Bolam That: 1. In light of the decision of the State Government to appoint unelected representatives to a group - Southern Metropolitan Partnership- to discuss issues pertaining to Frankston, Frankston City Council writes to the responsible Ministers, the Hon Lily D'Ambrosio and the Hon Gavin Jennings expressing concern at the undemocratic appointment of such a group, the lack of inclusion of publicly elected and scrutinised Councils and the cost to tax payers to facilitate such an unelected group. 2. An urgent briefing to be held Wednesday, 26 July 2017 surrounding the cost, purpose and involvement of Frankston City Council be convened and Frankston City Council reserves any involvement with the Partnership until full particulars are known.  Carried Unanimously	Dennis Hovenden	21 November 2017 - Archiving NoM as per resolution from OM309 (20 November 2017). 31 October 2017 - Councillors were briefed and now have agreed to allow Frankston to participate in the Partnership. Request to archive NoM. 02 October 2017 - A Councillor Briefing is scheduled for 2 October 2017. 12 September 2017 - A suitable Date is yet to be determined for a Councillor Briefing. 31 July 2017 - The Councillor Briefing item previously scheduled for Wednesday 26 July 2017, is currently listed to be rescheduled.	Primary Cost:	21/11/2017
3-Jul-17	13.15	NOM 1350 - Community Bus Service  Cr O'Connor	Council Decision: Moved: Councillor O'Connor Seconded: Councillor Bolam That: 1. A review be undertaken of the present practice of providing a community bus service for the elderly, disabled and disadvantaged; how the frequency could be improved, how patronage could be increased and the potential inclusion of other integral destinations that may be difficult for such clients to traverse to/from (i.e. libraries, aquatic facilities, health and wellbeing hubs, NGOs etc.). 2. The findings be presented back to Council at the 16 October 2017 Council Meeting.  Carried Unanimously	Joanne Ferrie	21 November 2017 - Archiving NoM as per resolution from OM309 (20 November 2017). 31 October 2017 - Please refer to resolution dated 16/10/17. A report will be scheduled back to Council once the business modelling review has been completed. This is anticipated to be in December for a briefing. Request to archive. 19 July 2017 - This report is due to OM October 2017	Primary Cost:	21/11/2017
24-Jul-17	13.1	NOM 1351 - Notice of Rescission - Urgent Business Independence of Notice of Motion Process and Independent Costings  Crs Hampton, Cunial, O'Reilly	We, Councillors Hampton, Cunial and O'Reilly, hereby give notice that at the next appropriate meeting of Council, we will move that the following decision of Council made at Ordinary Meeting OM303 held on Wednesday 5 July 2017 regarding Urgent Business Item Independence of Notice of Motion Process and Independent Costings be rescinded: 1. The following must occur: a) The Council expresses its dissatisfaction with the CEO's new Notice of Motion template and request that the CEO desist from providing advice in this format in the future; b) The only exception to this moratorium is if a Notice of Motion is considered legally dubious or 'ultra vires' (refer to the City of Kingston process which is a model the CEO should consider emulating); c) The CEO is requested to encourage his staff to raise any material issues with councillors at briefings and pre-agenda meetings where such discussions in many municipalities generally take place; and d) The CEO is requested to introduce an ongoing mechanism for interested councillors to have specific costings / quotes 'independently verified'. The mechanics of this are to be presented no later than August at a briefing of Councillors and the CEO. 2. Pursuant to Frankston City Council Local Law 1 and Part 4, Section 84 (2A) of the Victorian Local Government Act, the following items be added to the Agenda for the 'Special Meeting' of Council on 28 August 2017 at 6pm: a) Readoption of the Frankston City Council Councillor Code of Conduct; and b) Final report on the proposed Frankston City Council Meeting Local Law Upon the passage of this motion, the CEO is directed to make necessary preparations for the 'Special Meeting'. Furthermore, the CEO is to ensure that councillors are promptly provided with the final report on the proposed Meeting Local Law revamp as per the work of both councillors and officers on this document over the past few months. The CEO is to also ensure that councillors are promptly provided with a copy of the <del>rescinded Councillor Code of Conduct</del>	Michael Craighead	26 September 2017 - As per Council Meeting held the 25th of September, archiving NOM. 11 September 2017 - Matter completed and acted on. Councillor briefing held on 6/9/2017. No further action required, request NOM to be archived. 21 August 2017 - Awaiting Councillor briefing to determine what action if any is to be taken. Deferred from briefing 9 August. 02 August 2017 - Noted no action required on parts 1-4 Briefing organised for Council on Wednesday 9 August to discuss Local Law review and Code of Conduct review.	Primary Cost:	26/09/2017
14-Aug-17	14.1	NOM 1352 - Improved community consultation relating to Annual Budgets  Cr Bolam	That for all future budget processes, the following two initiatives mandatorily take place prior to Council approving its annual budgets: 1. Budget Information session - for residents and ratepayers who are interested in understanding how budgets work. The information session is designed to explain the more esoteric aspects of a budget so the public have a better grasp (i.e. financial statements, jargon etc.); and 2. Budget Q & A session - for residents and ratepayers who have specific questions about a proposed budget. This process is an extension of the public exhibition stage of the budgetary process and will allow interested members of the public to openly pose questions/queries about the benefits and implications of a given budget. 3. That recurrent funding be provided in future budgets.  Carried Unanimously	Kim Jaensch	05 September 2017 - Archiving NOM as per Council Decision at the 4 September 2017 OM. 21 August 2017 - 1. A budget information session will be arranged annually in late January or early February to explain the more esoteric aspects of a budget so the public have a better grasp (i.e. financial statements, jargon etc.). 2. A budget Q & A session will be arranged annually in late March or early April (to coincide with Council's release of the draft budget for consultation) to allow interested members of the public to openly pose question / queries about the benefits and implications of a given budget. 3. The estimated recurrent funding of \$5,000 (costs include room hire, food & drinks, printing, media & advertising but not staff time) will be included in the 2017-2018 mid year budget review. In supplying the above NOM is requested to be archived	Primary Cost: \$5,000 ongoing The estimated recurrent funding of \$5,000 (costs include room hire, food & drinks, printing, media & advertising but not staff time) will be included in the 2017-2018 mid year budget review.	5/09/2017

## Item 12.1 Attachment B: Notice of Motion Report - 2018 - for the 10 September Council Meeting

Meeting Date	Item No	NOM Title and Councillor	Council Resolution	Responsibility	Comments	Cost Summary	Date Closed
14-Aug-17	14.2	NOM 1353 - Advocating for Increased Bus Services  Cr Toms	Council Decision: 1. That the Mayor write to Mr Paul Edbrooke MP, State Transport Minister Jacinta Allan, Shadow Minister for Public Transport the Hon David Hodggett MP and Public Transport Victoria advocating for upgraded bus services from Frankston South to Frankston CAA (Services 772, 774 and 776) to assist residents in being able to access public transport more readily. 2. That the CEO is required to provide a report at the 25 September 2017 next Council meeting on the outcomes of this advocacy. The report is also to include options of the possibility of increasing the number of bus shelters in Frankston South. 3. That Council include this and the entire municipality as part of advocacy (bus services and public transport services) during the State Election Campaign to candidates as part of Council's transport initiatives.	Kate Jewell and Sam Jackson	17 October 2017 - Archiving NoM as per 16 October OM. 02 October 2017 - As a report was presented back to Council at its 25 September 2017 OM request the NoM to be archived. Please note Point 3. This action has now been incorporated into the Frankston City Advocacy Strategy - which was adopted by Council on 4 September 2017 and is now being implemented. 11 September 2017 - Report to be presented to Council 25 September 2017 for consideration. 21 August 2017 - 1. Letters prepared (A3420301, A3420307, A3420319, A3420323) awaiting Mayor's sign off as at 18 August 2017.	Primary Cost: \$620 (meeting held)	17/10/2017
14-Aug-17	14.3	NOM 1354 - Urban Design Excellence  Cr Aitken	Council Decision: That a report identifying the ways in which urban design excellence may be embedded in all relevant Council processes and procedures be prepared by Council's planning department. This report is to outline the statutory planning methods currently employed by Council, and other metropolitan municipalities, which facilitate reputable urban design outcomes. The report is to also investigate alternative or additional approaches Council might adopt to improve the urban design quality of development applications.  Carried Unanimously	Gill Kay	14 August 2018 - As per Council resolution at its 2018/OM10 meeting, this NOM has been approved to archive 31 July 2018 - Request to close. This NOM has been superseded by Item 13.1 from OM 2/7/2018. 9 July 2018 - Councillors voted to establish an advisory committee to provide feedback on town planning development applications. A report will be scheduled for OM 10/9/18 to include information regarding the composition, parameters and Terms of Reference for the potential advisory committee. Revised Target Date changed by: Hall-davis, Tracee From: 20 Jul 2018 To: 13 Sep 2018 18 June 2018 - The Urban Design Initiatives report has been listed for consideration at the Council	Primary Cost:	13/08/2018
14-Aug-17	14.4	NOM 1355 - Major Works  Cr Aitken	Council Decision: 1. The independent audit regarding Wells Street and other Council projects included in that audit, be publicly released; and 2. Council re-establish the Major Projects Committee (Committee). That the terms of reference for this Committee be arranged in consultation with Councillors and further, this process is to be completed and the Committee activated no later than one (1) month after this resolution is passed by Council. Carried Unanimously	Craig Dinsdale	21 November 2017 - Archiving NoM as per resolution from OM309 (20 November 2017). 31 October 2017 - Report went to Council and request to archive. 02 October 2017 - Meetings to be booked for Committee. Protocol for information to be provided and staff availability at the committee meeting to be discussed and communicated to Staff. 11 September 2017 - 1. The independent audit regarding Wells Street and other Council projects included in that audit, be publicly released; and 2. Council re-establish the Major Projects Committee (Committee). That the terms of reference	Primary Cost: \$620 (meeting held)	21/11/2017
14-Aug-17	14.5	NOM 1356 - Frankston Basketball Association Building extension process  Cr Aitken	<u>WITHDRAWN</u>				14/08/2017
14-Aug-17	14.6	NOM 1357 - Young Street Redevelopment Works  Cr Aitken	Council Decision: That Council call on the State Government to release the full financials to date (Forecast and Actual) of the Young Street Redevelopment Works. Carried	Kate Jewell	02 July 2018 - Approved to archive at 2018/OM8 18 June 2018 - No response received, matter has been raised again with project manager CEO comment - it is likely that we will not ever be provided with this information and suggest this be closed. Request item be closed please. 21 May 2018 - No response received - matter has been raised at various meetings with State Govt staff. 30 April 2018 - No response received, will raise issue again at next joint State/FCC PCG meeting. 09 April 2018 - Matter has been raised with Senior Project Manager - no response. 15 January 2018 - Matter has been again raised with Senior Project Manager from Transport for Victoria. 27 November 2017 - Matter raised again with the Senior Project Manager at State Government at meeting held 14 November 2017. Noted reply forthcoming. 31 October 2017 - On the 5 October 2017, Senior Project Manager - State Government acknowledged receipt of letter and that a reply would be forthcoming. 02 October 2017 - No reply received to date. 11 September 2017 - Matter discussed with State on 25 August 2017.	Primary Cost: \$200 (letters sent)	2/07/2018
14-Aug-17	14.7	NOM 1358 - Formation of Strategic Alliance with prominent local organisations  Cr Bolam	Council Decision: That a report be provided at the October Ordinary Meeting on the formation of a 'strategic alliance' pact with local organisations - i.e. the 'Proudly Frankston' NFP, the 'Committee for Greater Frankston', the 'Frankston Business Network', the 'Langwarrin Business Network' etc. - to better improve coordination and consistency insofar lobbying and advocacy efforts to the Victorian Government and the Australian Government on municipal and regional initiatives. The report is to consider the interest of local groups / organisations of considerable repute to conjoin with Frankston City Council in the activation of the proposed 'strategic alliance'. The report is to also consider what form a potential Memorandum of Understanding (MOU) may take; and how to ensure that participating groups / organisations can continue to practice independence and autonomy within and outside of the proposed 'strategic alliance'. Finally, the report is to consider how often the members of the 'strategic alliance' meet and how lobbying and advocacy parameters should be approached in both election and non-election periods. Carried Unanimously	Sam Jackson	21 November 2017 - Archiving NoM as per resolution from OM309 (20 November 2017). 31 October 2017 - A report was prepared for Council's consideration at the Ordinary Council Meeting of 16 October 2017 - however, it was determined that a Councillor Briefing was required prior to Council considering the Officer's recommendation. The briefing is scheduled for 27 November 2017. A report has been written for this. This is now recommended for closure. 02 October 2017 - A report has been prepared for Council's consideration at the Ordinary Council Meeting of 16 October 2017. 21 August 2017 - While research is being undertaken by Officers, the status of actioning this resolution for reporting purposes remains unchanged at this stage.	Primary Cost: \$1240 (meetings held)	21/11/2017
4-Sep-17	14.1	NOM 1360 - Frankston CSR and Corporate Stewardship  Cr Bolam	Council Decision: 1. That the Chief Executive Officer (CEO) prepares, for Council consideration at the November Ordinary Meeting, the creation of a formal Frankston City Council Corporate Social Responsibility (CSR) Policy and/or Strategy. The intent of either the policy or strategy to encourage Frankston City Council staff to tangibly increase volunteerism in the Frankston community and to articulate Frankston City Council's dedication to 'corporate stewardship'. This proposed approach is consistent with other organisations and municipalities.  The CEO, in preparing the CSR, is to determine whether unsourced funds are required from Council to give the policy/strategy ample effectiveness; and  2. A separate report, also presented at the November Ordinary Meeting, is to be prepared in relation to increasing awareness of and commitment to 'corporate stewardship' practices by local businesses and industries. The intention of the report is to explore how to encourage more local businesses and industries to participate in worthy citywide cause (i.e. the Frankston Homelessness Fund and the Frankston Charitable Trust).  Carried	Russell Joiner/ Sam Jackson	26 February 2018 - Archived NoM as per Council Decision at 19 February 2018 meeting. 05 February 2018 - 1. Noted. No further action required 2. Noted. No further action required 3. Noted. No further action required 4a - this is now underway as part of the induction process 4b - this is now underway and programed to be referred to the consultative committee 4c - this is an ongoing action 4d - this is an ongoing action Given that these resolutions are now completed or are programmed as ongoing it is recommended that this action item be closed. 15 January 2018 - 1. This action is being responded to by Manager Human Resources 2. A report was presented to Council for consideration on 11 December 2017. This part of the NOM is now deemed closed. 27 November 2017 - Recommendation 2: A report will be presented to Council for consideration on 11 December 2017	Primary Cost:	26/02/2018

## Item 12.1 Attachment B: Notice of Motion Report - 2018 - for the 10 September Council Meeting

Meeting Date	Item No	NOM Title and Councillor	Council Resolution	Responsibility	Comments	Cost Summary	Date Closed
4-Sep-17	14.2	NOM 1361 - Seaford Substation  Cr Bolam	Council Decision: That a report be provided to Council at the December Ordinary Meeting on the iconic Seaford Substation. The report should consider: 1. The internal and external status of the Seaford Substation site; 2. Whether there is the presence of asbestos, signs of concrete cancer, concerns with the building's structural integrity; and 3. Future plans for the site, and the possible public use of the substation for community purposes (i.e. local museum, community hub etc).  Carried	Phil Cantillon	27 August 2018 - A memo update to all councillors on the progress of project was circulated on 25 July. No additional update at this stage. 31 July 2018 - Works are currently underway to refine the concept plans to incorporate feedback received from METRO. It is expected that revised plans will be submitted to METRO by August end/early September for further comments/approval. A memo update on the project has been prepared for distribution to Councillors. 9 July 2018 - No change to the status. 18 June 2018 - Open Space Delivery team is currently working on the revised plans to incorporate feedback received from Metro. It is expected that revised plans will be submitted to Metro in early August for further comments/approval. 21 May 2018 - No change to the status. 30 April 2018 - Council officers have received some initial feedback from Metro on engineering elements related to the proposed "Green Wall" concept. Over the next few months, Council officers will further refine the proposal in consultation with Metro officers to progress this matter further. 09 April 2018 - No change to the status. 22 March 2018 - Council Officers, Phil Cantillon and Vishal Gupta, met with Cr Bolam and representatives from Metro and VicTrack onsite on 16 March 2018. At the meeting, draft concept plan prepared by Council officers for the potential improvements (Green wall) to Seaford Substation was distributed and discussed. The initial concept plan was well received by the staff	Primary Cost: \$620 (meeting held)	
4-Sep-17	14.3	NOM 1362 - Refugee Welcome Banner  Cr Toms	Council Decision: 1. That Council purchase a pop up "Welcome to Refugees" banner at the cost of \$320.10 (quote attached). 2. That Council display the "Welcome to Refugees" banner in the Civic Centre Foyer. This indicates that Frankston City Council has made a commitment in spirit, to welcome refugees into the community. It demonstrates our compassion for refugees by enhancing cultural and religious diversity in the community.  Lost	Michael Craighead	26 September 2017 - As per Council Meeting held the 25th of September, archiving NOM. 11 September 2017 - Request to archive NOM as it was lost at the 4 September 2017 OM.	Primary Cost:	26/09/2017
4-Sep-17	14.4	NOM 1363 - Orwill Street Community House Funding  Cr O'Connor	Council Decision: 1. That the Chief Executive Officer is directed to allocate \$5,000 to the 2017/2018 mid year budget for consideration. The sourced amount is to be a contribution to the Orwill Street Community House for the purpose of upgrade works. 2. The \$5,000 contribution by Frankston City Council is to be allocated to the Orwill Street Community House on the proviso that the Federal Government provides extant funding - \$10,000 - for the aforementioned upgrade works.  C/U	Liz Daley	17 October 2017 - Archiving NOM as per 16 October OM. 02 October 2017 - Payment to Orwill Street Community House was authorised 25 September 2017. \$5,000 mid-year budget Request NoM to be archived. 11 September 2017 - Officers are contacting Orwill Street Community House to request an invoice from them so that funds can be distributed.	Primary Cost:	17/10/2017
4-Sep-17	14.5	NOM 1364 - Duplication of Lathams Road  Cr Hampton	Council Decision: 1. That Frankston City Council supports the duplication of Lathams Road between Frankston Dandenong Road and the M3 Freeway. 2. Councillors request the CEO to make available the most suitable qualified Council Officer to join in a working group comprising the Committee for Greater Frankston and VicRoads to scope the remodelling of Lathams Road and to develop costings for its duplication. 3. Once the costing have been established, Council vigorously lobby State Government to complete this project. 4. That the duplication of Lathams Road project is added to the Council Advocacy priorities for the upcoming State and Federal elections.  C/U	Kate Jewell	21 May 2018 - Announcement has been made that full duplication will be funded. Request closure of item CEO reviewed comments 18/5/18 - approval to close okayed. Forward to Council to approve as per normal procedure requested. Request to close please. 30 April 2018 - No further information to date, matter to remain open as advocacy item. 09 April 2018 - No further information to update. 19 March 2018 - Officers have discussed the matter with VicRoads and have been advised that the	Primary Cost:	4/06/2018
4-Sep-17	14.6	NOM 1365 - Victorian Wide EBA  Cr Hampton	Council Decision: Alternate Recommendation by Cr Hampton That an information sheet outlining the benefits of a single Victorian wide EBA be produced and distributed to all MAV delegates prior to the May 2018 Conference. This information sheet is to outline the need for a single Victoria wide EBA agreement negotiated through the Fair Work Commission. The EBA is to have three separate sections - Inner Metropolitan, Outer Metropolitan and Country. That a final draft be brought back to Council for approval. Hampton / Aitken Carried	Russell Joiner	21 May 2018 - Adding on behalf of Brianna Atcock - A discussion paper regarding a Victorian Wide EBA was presented to Council on 13 May 2018 and has been distributed to all mayors and councillors in Victoria. This motion will be tabled at the MAV State-wide Council meeting in October 2018. 05 February 2018 - Draft will be presented to Council in April 2018 for consideration and then circulation to all MAV delegates.	Primary Cost:	4/06/2018
4-Sep-17	14.7	NOM 1366 - Official Invitations to the Head of State, Victorian Vice Regal and Government Leaders  Cr Bolam	Council Decision: Given the electoral volatility of the state seat of Frankston, and the federal seat of Dunkley, the Council formally extends invitations to leaders from both levels of government to visit the Frankston municipality to discuss local issues of importance. This approach is consistent with council's state and federal advocacy efforts. The following is to occur: 1. Individual invitations are to be extended to the Premier and Opposition Leader to formally visit Frankston and meet with the Frankston City Council; and 2. Individual invitations are to be extended to the Prime Minister and Opposition Leader to formally visit Frankston and meet with the Frankston City Council.  C/U	Dennis Hovenden	30 April 2018 - Premier attending the first VFL game of the Frankston Football Club at Frankston Football ground on 7 April 2018. No further update and request to close by Council from CEO. 09 April 2018 - No further update on this request at this stage. For your information, the Premier of Victoria, the Hon. Daniel Andrews MP is due to attend the City on Saturday 7 April 2018 to attend the first return to VFL of the Frankston Football Club. 19 March 2018 - Noted no official reply from the Local Members' office regarding following up on behalf of Council for the Premier to visit. Noted no other advice from Mr Shorten's office regarding potential 2018 visit. Currently outstanding visit from Premier and Mr Shorten. 26 February 2018 - The Hon. Malcolm Turnbull MP, Prime Minister visited Frankston on Monday	Primary Cost:	14/05/2018
4-Sep-17	14.8	NOM 1367 - Homelessness in Australia  Cr Aitken	Council Decision: That a letter be drafted for approval of Council with the intent to send a communication to the Federal Government and all Councils in Australia calling on the Federal Parliament to dedicate adequate resources and finance to satisfactorily deal with the issues of homelessness in our country.  C/U	Liz Daley	05 February 2018 - Archived NoM as per Council Decision at 29 January 2018 meeting. 15 January 2018 - Draft letter approved at Ordinary Meeting on 16 October 2017. Request to archive NoM. 27 November 2017 - 1. Letter to Prime Minister (A3463984) signed by Mayor on 31 October 2017 and sent on 1 November 2017. 2. Letter addressed to Mayor of every Council (A3463999) signed by Mayor on 31 October 2017 and sent on 1 November 2017. 31 October 2017 - The draft letter will be presented to OM 16/10 for approval. 02 October 2017 - A letter has been drafted for Mayor's signature and will be sent to Federal	Primary Cost: \$675 (large mailout)	5/02/2018
4-Sep-17	14.9	NOM 1368 - "Thumbs Up" Policy  Cr Aitken	Council Decision: Alternate Recommendation (Cr & Aitken)  That all Councillors be provided as soon as practicable with information of any major building project, development or approach by major organisations or other major bodies (once it is established that contact is genuine) or alternatively, a register be kept for Councillors perusal at their convenience.  Council has a "no surprise" policy with future development and investment or approaches.  C/U	Michael Craighead	12 December 2017 - Archiving NoM as per Council Resolution OM330 11 December 2017. 27 November 2017 - Requesting NoM to be archived. 31 October 2017 - A Register has been established and is available for perusal by any Councillor on request. Notice of the registers availability has been provided to all Councillors in the Cr bulletin 11 September 2017 - A register is to be established and maintained by the Administration Department. Meeting to be convened on how best to populate the register in a timely manner.	Primary Cost:	12/12/2017

## Item 12.1 Attachment B: Notice of Motion Report - 2018 - for the 10 September Council Meeting

Meeting Date	Item No	NOM Title and Councillor	Council Resolution	Responsibility	Comments	Cost Summary	Date Closed
25-Sep-17	14.1	NOM 1369 - Chief Executive Officer Credit Card Cr Aitken	Council Decision: That a detailed listing be provided to all Councillors of all expenditure on the credit card provided to the Chief Executive Officer showing amounts and what these amounts are for.  LOST		17 October 2017 - Archiving NoM as per 16 October OM. 02 October 2017 - As per Council Meeting the 25 September NOM 1369 was lost therefore request the NOM to be archived.	Primary Cost:	17/10/2017
25-Sep-17	14.2	NOM 1370 - Keyboard Councillors Cr Aitken	Council Decision: That the Chief Executive Officer request Council Officers to write to the Attorney General indicating that greater controls need to be put in place in respect to statements made through Facebook and social media, currently with limited or little accountability or penalty to the writer.  Carried	Michael Craighead	24 July 2018 - As per Council resolution at its 2018/OM9 meeting, this NOM has been approved to archive 9 July 2018 - A letter has been received from the Victorian Attorney-General on 20 June 2018, outlining the existing Commonwealth and state criminal laws to capture cyber abuse is currently a matter of Commonwealth Senate Inquiry. The letter has been included in the Councillor Bulletin.	Primary Cost:	23/07/2018
25-Sep-17	C.3	NOM 1371 - Frankston Basketball Stadium Cr Aitken	Under Separate Cover <u>LOST</u>				25/09/2017
25-Sep-17	14.3	NOM 1372 - Biennial Staff Engagement Survey Cr Bolam	Council Decision: 1. That Council refers to the budget every two (2) years, financial resources within future budgets to facilitate an organisation-wide 'Staff Engagement Survey'; and 2. That in the event Council allocates financial resources to facilitate an organisation-wide Staff Engagement Survey, the Chief Executive Officer be requested to keep the Council informed on the progress of future biennial surveys at integral stages  Carried	Russell Joiner/Dennis How	26 February 2018 - Archived NoM as per Council Decision at 19 February 2018 meeting. 05 February 2018 - Requesting NoM to be archived on the basis that the Staff Engagement Survey to be conducted in February 2018 31 October 2017 - 1. Will be referred to budget process. 2. Noted.	Primary Cost: \$35k (\$17,500 per annum); Refers to the budget every 2 years, financial resources within future budgets to facilitate an organisation-wide 'Staff Engagement Survey'	26/02/2018
25-Sep-17	14.4	NOM 1373 - Funds from Trader's Assistance Package Cr Toms	Council Decision: That a report be presented at the November 2017 Council Meeting on any remaining funds from the traders assistance package being re directed to hold a street fair or night market with the purpose of bringing shoppers back to the Young Street precinct. This is in accordance with the wishes of the majority of traders in the Central Activity Area.  Carried	Sam Jackson	05 February 2018 - Archived NoM as per Council Decision at 29 January 2018 meeting. 15 January 2018 - A report was presented to Council on 20 November 2017 responding to this NOM and a further interim response was provided on 11 December 2017. A further report is being prepared for the 29 January 2018 Council Meeting. Given that the actions coming out of this NOM will be reported under a separate action, it is therefore this action is recommended for closure. 31 October 2017 - Noted - a report will be presented at the next appropriate Council Meeting (Officers are awaiting the Statutory Meeting on 9 November 2017 to know when the next appropriate Council meeting is). There may be difficulty achieving a November deadline as the grants do not close until 1 November and the final assessment panel meeting is scheduled for 3 November 2017. Until this final meeting it will not be known how much funding is available to be considered for reallocation. 02 October 2017 - Noted - a report will be presented at the 11 December 2017 Council Report. This item will not be able to meet the reporting deadlines for the November Meeting (9 November 2017) as the grants do not close until 1 November and the final assessment panel meeting is scheduled for 3 December 2017. Until this final meeting it will not be known how much funding is available to be considered for reallocation.	Primary Cost: \$175 (meeting held) \$750 Budget used for Traders Assistance Package	5/02/2018
25-Sep-17	14.5	NOM 1374 - Frankston District Basketball Association Cr Hampton	Council Decision: Given the Frankston District Basketball Association's reticence to commit to bona fide negotiations on a new lease arrangement, the CEO prepares a report for Council consideration at its meeting on 16 October 2017 to fully inform Councillors on the current status of the lease negotiations. The report should also include an update on the status of Council's acquittal of the requirements of both federal and state funding agreements which underpin the financial viability of the project.  Carried	Tim Frederico	21 November 2017 - Archiving NoM as per resolution from OM309 (20 November 2017). 31 October 2017 - Report went to council on 16/10/2017. Requesting closure	Primary Cost:	21/11/2017
25-Sep-17	14.6	NOM 1375 - East / West Wells Street Project Cr Hampton	Council Decision: In light of the findings around this project contained in the Pitcher Partners Internal Audit of Project Management, Council initiates a full forensic audit of this project. The Audit is to be conducted by an auditor experienced in Local Government tendering and project management processes, and an amount of \$25,000 be allocated for this purpose in the mid-year budget review. The audit is to determine who initiated the changes in the scope of the project during construction and the reasons and drivers behind it. The audit should also review the changes to the Project Management arrangements which led to the lead consultant, Aspect Studios Pty. Ltd, being removed from the project. It is expected that the Auditor will interview key staff and Councillors (both current and former) and contractors involved in the project. It should also review the process for the initiation of the scope changes and cost escalations and the timeliness of Council's approval of the changes. In consultation with the Chief Executive Officer, the Independent Auditor will prepare a brief for the scope of work to be completed. The scope is to be approved by the independent members of Council's Audit and Risk Management Committee by electronic resolution. The final report is to be presented to Council at its first Ordinary Meeting in 2018.  Carried	Martin Poole	24 July 2018 - As per Council resolution at its 2018/OM9 meeting, this NOM has been approved to archive 9 July 2018 - The report and recommendations were presented to Council at the 2 July meeting. Request to close this NoM. 18 June 2018 - The final report from the auditors and management responses is scheduled to be presented to Council at the 2 July 2018 meeting. 21 May 2018 - Updating comments as per Michelle Tipton for delayed report: A report on the audit of the works has been received and will be presented to the Audit and Risk Committee at its meeting in May and will be considered by Council at its meeting in June 2018. 30 April 2018 - A report on the audit of the works has been received and will be presented to the Audit and Risk Committee at its meeting in May and will be considered by Council at its meeting in July 2018. 01 March 2018 - A report on the audit of the works is still being finalised and it is expected that the report will be presented to Council for consideration at its meeting in April 2018. 15 January 2018 - HLB Mann Judd have been reviewing project documentation and interviewing various stakeholders. A report is expected by early March 2018. 27 November 2017 - An auditor has been appointed; a project inception meeting is scheduled for 24 November 2017. 31 October 2017 - Scope is being prepared to allow for E.O.I. process to be undertaken.	Primary Cost: \$15,400 - A full forensic audit of this project. HLB Mann Judd undertook the audit	23/07/2018
16-Oct-17	14.1	NOM 1376 - Inconsistencies of Clause 52.48 - Bushfire Protection Exemptions (Known as the 10/30 Right) Cr Aitken	Council Decision: That Council make representations through all local Members of Parliament with reference to the inconsistencies of the Clause 52.48 - Bushfire Protection Exemptions (otherwise known as the 10/30 Right). The introduction of a uniform ability for residents to remove trees without any impediment when located within 10 metres of their house (if constructed or approved prior to September 2009), entirely negates the recognition particularly of highly important or heritage trees that contribute greatly to the streetscape. The irreparable damage to the character of local communities by the provision of this exemption as it currently stands means that vast numbers of trees are being removed throughout the greater Melbourne area in situations that are at either very low or negligible fire risk because of the blanket status of this provision. This is entirely against widely upheld state policy of greening our suburbs and represents an administrative measure which was taken at a moment of understandably high public emotion following the devastating bushfires of 2009. However, as outlined above the unfortunate net effect is that vegetation has been removed from locations where it cannot be reasonably justified.  C/I	Michael Papaioannou	27 August 2018 - There is no new update information as we are awaiting advice from the State Government. 31 July 2018 - A meeting has now been arranged with the DELWP bushfire planning officer. Should this be successful, a resolution favourable to Council may be achieved by the end of 2018. Revised Target Date changed by: Papaioannou, Michael From: 27 Jul 2018 To: 27 Nov 2018; Reason: This will allow for negotiations with DELWP for revised bushfire exemption controls to be undertaken. 9 July 2018 - A meeting has been sought with the Executive Director, Planning, Building and Heritage at DELWP by the end of the month. Awaiting confirmation from DELWP. Officers have undertaken an assessment of Council's current ESO4 (significant trees) trees and their standing in relation to the exemption. It has found that 54% of significant trees could be removed under the exemption. This report will be presented to DELWP to further justify our argument.	Primary Cost:	

## Item 12.1 Attachment B: Notice of Motion Report - 2018 - for the 10 September Council Meeting

Meeting Date	Item No	NOM Title and Councillor	Council Resolution	Responsibility	Comments	Cost Summary	Date Closed
16-Oct-17	14.2	NOM 1377 - McClelland Gallery Interconnectedness and Peninsula Link  Cr Bolam	Council Decision: That a report be provided to Council on: 1. Improving relations with the McClelland Gallery; and furthering its interconnectedness within the greater Frankston community; 2. The potential loaning and/or gifting of sculptures - monuments to the municipality in secured and prefabricated locations to improve amenity and civic pride; and 3. Advocacy to the relevant authority on consultation with Frankston City Council/Frankston public on future sculptures - monuments on the Frankston portion of the Peninsula Link (i.e. chrome gnome, 'tree of life' etc.). 4. Advocacy to the relevant authority on the possibility of Frankston City Council utilising additional signage and flags, on the Peninsula Link portion of Frankston, to advertise Frankston and its surrounds (i.e. Frankston Nature Conservation Reserve, The Pines Flora and Fauna Reserve, Langwarrin Flora and Fauna Reserve, Ballam Park, Frankston and Seaford foreshores, etc). A report to Council is to be provided in December on the outcomes of the above four considerations.	Andrew Moon	4 April 2018 - Archiving NoM as per Council resolution at OM 3 April 2018. 21 March 2018 - A report was submitted and it was agreed that progress would be reported to Council through the FAB Board minutes. Request to archive on this basis.. 05 February 2018 - Director Community Development comments - the new Director has commenced work at the Gallery. A meeting to discuss partnerships opportunities was held. A report will be submitted to March 2018 meeting. 15 January 2018 - Coming back to Council for an update in March 2018 27 November 2017 - A report is currently scheduled to come to OM11/12/2017 31 October 2017 - Currently scheduling a meeting with Cr Bolam	Primary Cost:	4/04/2018
16-Oct-17	14.3	NOM 1378 - Restoration of roads damaged as a result of ongoing and future Level Crossing Removal Works  Cr Bolam	Council Decision: That the Council formally writes to the LXRA organisation and relevant State Ministers expressing concern about the state of Council and non-Council roads within the municipality that have been impacted upon by heavy machinery, and increased patronage of large vehicles, due to ongoing (and future) level-crossing removal works. The Council seeks confirmation that Council roads and non-Council roads will be returned to the standard they were in, prior to the initiation of level-crossing removal upgrades. The Council is to make mention to particular roads that have been visibly affected by LXRA level-crossing removal efforts, such as Dandenong Road East (Frankston), David Street (Frankston) and Raymond Street (Frankston) that are now in need of resurfacing as a consequence of the aforementioned works. The CEO is requested to ensure that other damaged roads - beyond the three mentioned - are identified to enable Frankston City Council to relay to the LXRA organisation and the State Government the full scope of damaged roads that require remedial repairs upon the completion of level-crossing removal works. In the event that the LXRA organisation and relevant Ministers are unable to give a satisfactory commitment to the rehabilitation of damaged roads, due to level-crossing removal upgrades, then this matter is to form part of Frankston City Council's state election advocacy agenda.  C/U	Kate Jewell	05 February 2018 - Archived NoM as per Council Decision at 29 January 2018 meeting. 15 January 2018 - Item completed therefore requesting NoM to be archived. 27 November 2017 - Response to the Mayor's office from the Hon. Luke Donnellan MP Minister for Roads & Road Safety - dated 14 November 2017 received 21 November 2017. Extract from letter "As this matter falls within the portfolio responsibility of Minister for Public Transport, the Hon Jacinta Allan MP, your email has been forwarded to Minister Allan's office for consideration." 21 November 2017 - Response provided from LXRA/Northern Alliance - Ben Ryan Alliance General Manager/North Western Program Alliance - dated 31 October 2017. Noting earlier letter sent - extract from letter "We are committed to protecting Frankston City Council (FCC) assets, and have gathered CCTV footage and pace tested all local roads within our area of impact." "As part of our overall commitment and our safety requirements, we will be setting up the project work area behind concrete new jersey barriers and will alter road linkmarking with temporary water borne technique that will last the duration of the project, and therefore require minimal removal at the end."	Primary Cost:	5/02/2018
16-Oct-17	14.4	NOM 1379 - Additional Food Safety Measures  Cr Bolam	Council Decision: That a report be provided to Council at the December Ordinary Meeting on the potential implementation of the following two measures utilised by other municipalities in relation to food safety: 1. 'Eat Safe' database which is designed to encourage adherence to good food safety practices. The report is to explore the creation of an online database, available to the public as per the Brisbane City Council 'Eat Safe' model, as well as the use of certificates, which identify the food hygiene standard of given local businesses; and 2. The 'FM ALERT' online food training program (or equivalent) which could be offered to new food-based businesses and/or non-complying food-based businesses. The report is to consider how the use of online certification - new and present - for food safety awareness can be better formalised for Safety and Compliance, as well as Planning, Environmental and Health purposes.	Leonie Reints	26 February 2018 - Archived NoM as per Council Decision at 19 February 2018 meeting. 05 February 2018 - NoM Completed - request closure. 15 January 2018 - Coordinator Environmental Health is working with IT to create online templates and a link to the Victorian Government Register with an expected completion date of 31/01/18. 31 October 2017 - Council is running similar programs to what has been recommended within this NOM. Officers will investigate the recommendations and prepare a report to come back to Council on the 11/12/17	Primary Cost: Band 6 x1 day per week \$23,712 per year (\$60x7.6x52). Recurring 20,000.	26/02/2018
16-Oct-17	14.5	NOM 1380 - Adding Value to Rates  Cr O'Connor	Council Decision: That Council consider the inclusion of annual discount vouchers with annual residential and business rate notices. Vouchers for consideration should include the FRRRC (Frankston Regional Recycling and Recovery Centre), PARC (Peninsula Aquatic Recreational Centre) and the Frankston Arts Centre. The inclusion of vouchers with rate notices should be explored either on a recurrent basis or for the following budget periods: 2018/2019, 2019/2020 and 2020/2021. That a report be provided at the first Council Meeting in 2018 on the workability of the above proposition and/or a varied version.  C/U	Kim Jaensch	26 February 2018 - Archived NoM as per Council Decision at 19 February 2018 meeting. 05 February 2018 - Completed. A report was provided at the first Council Meeting in 2018 (January 29) on the workability of the inclusion of annual discount vouchers with annual residential and business rate notices. Council decided to refer consideration of this initiative for discussion during the 2018-2019 budget development process. Request NoM to be archived. 15 January 2018 - A draft report has been prepared in consultation with relevant Managers. The report is scheduled to be presented to Council on 29 January. 31 October 2017 - A coordinated approach will be initiated with relevant Managers across the organisation to determine the options available and the associated costing/loss of income to implement this initiative.	Primary Cost:	26/02/2018
16-Oct-17	14.6	NOM 1381 - Committee for the Future Occupancy of Linen House  Cr Hampton	Council Decision: That a committee of interested Councillors, Chief Executive Officer and appropriate Council officers be formed to oversee the future occupancy of Linen House Including the Expressions of Interest (EOI) that go out to organisations interested in participating. That this committee meet on a monthly basis and report back to Council on the issues covered.  C/U	Liz Daley	27 August 2018 - Mayor has sought legal advice; Officers awaiting direction. 31 July 2018 - A meeting is being held today (25 July 2018). Now scheduled to come back to Council in October 2018. Revised Target Date changed by: Hall-davis, Tracee From: 27 Jul 2018 To: 25 Oct 2018 9 July 2018 - Critical to progress the Belvedere Precinct (Linen House) EOI is the clarification about the long term home of the Seaford Football Netball Club ie Belvedere or RF Miles. As such, a report will be presented to 2 July 2018 OM. Following Council's direction, the draft EOI can be refined and presented to the sub-committee for discussion prior to progressing to a briefing of Councillors. The Committee for Linen House meeting is scheduled on 25 July 2018 comprising interested Councillors, EMT and Officers. Revised Target Date changed by: Hall-davis, Tracee From: 25 May 2018 To: 27 Jul 2018 18 June 2018 - Unfortunately the meeting with Sonya Kilkenny planned for 16/5/18 was cancelled and is being rescheduled. OM7 (June 2018) requires a letter to LXRA and Sonya Kilkenny to clarify RF Miles reserve funding and provide necessary clarification for Seaford Football Netball Club. 21 May 2018 - Revised Target Date changed by: Hall-davis, Tracee From: 26 Apr 2018 To: 25 May 2018 Reason: Awaiting meeting outcome 30 April 2018 - Seaford Football/Netball Club have met with the Mayor and EMT whereby they discussed the preferred site at a meeting with their members.	Primary Cost: \$350 (meetings held) Year 1: \$10,000	
16-Oct-17	14.7	NOM 1382 - Increased Community Gardens in Frankston City  Cr Toms	Council Decision: That a report be provided at the March 2018 Council Meeting on the practice of Community Gardens in the Frankston municipality. This report must consider: 1. Evaluation on how the four present sites are operating and what could be done to improve them. 2. Introduction of new sites to achieve greater municipal balance - Karingal, Seaford, Carrum Downs, Slyke and Frankston South. 3. Investigate how to encourage residents / neighbourhood to create their own community garden cooperative. This is to include (but not limited to) grants, staff information sessions for residents, seeds and permit rental modification.  C/U	Liz Daley	04 April 2018 - Archiving NoM as per Council resolution at OM 3 April 2018. 19 March 2018 - Request to archive NoM. Report was presented to Ordinary Meeting March 2018. 26 February 2018 - Report will be provided to 13 March 2018 Council Meeting. 05 February 2018 - Report will be provided to March 2018 Council Meeting as per resolution 31 October 2017 - Report will be provided to March 2018 Council Meeting	Primary Cost: Year 1: \$7k	4/04/2018

## Item 12.1 Attachment B: Notice of Motion Report - 2018 - for the 10 September Council Meeting

Meeting Date	Item No	NOM Title and Councillor	Council Resolution	Responsibility	Comments	Cost Summary	Date Closed
16-Oct-17	14.8	NOM 1383 - Lack of consultation for Frankston Nature Conservation Reserve  Cr McCormack	That Council: 1. Writes to the Minister for the Environment, the Hon Lily D'Ambrosio MP, expressing concern that there has been: (a) No community consultation regarding current management arrangements for Frankston Nature Conservation Reserve; and (b) No community consultation regarding access arrangements for Frankston Nature Conservation Reserve under the current management, noting that the reserve is presently closed to the public and that the Master Plan successfully implemented at the reserve, received overwhelming community endorsement during a thorough consultation period. 2. Seeks a meeting with Parks Victoria forthwith to discuss their future management and their proposed access arrangements.  C/J	Michael Papageorgiou	02 July 2018 - Approved to archive at 2018/OM8 18 June 2018 - Council officers met with Parks Victoria staff on 18 May 2018 to discuss management issues for FNCR. We were introduced to Rick Sissons who is the dedicated park officer for this reserve. Rick has been meeting with the local Friends group and other interested people to support their activities in the reserve. Parks Victoria confirmed that vehicle access is restricted to daylight hours, although pedestrians have all hours access at a number of points on the Reserve perimeter. They also confirmed that swimming and dogs are not allowed within the Reserve and that there is no intent to change these restrictions. There will be an opportunity for other recreational activities to be explored including fitness activity and other leisure and	Primary Cost:	2/07/2018
20-Nov-17	14.1	NOM 1384 - City Wide Summit  Cr Bolam	Council Decision: That a report be provided at the January Ordinary Meeting on consolidated data derived during numerous public consultations (i.e. 'Think Big' workshops, Frankston 2025 brainstorming, Frankston City Community Plan outcomes etc.) in relation to unexplored initiatives designed to improve the image of Frankston; and enhance civic pride.  The ideas considered in the context of this report to Council should be tangible, realistic and within the confines of local government purview.  Carried	Liz Daley	14 March 2018 - Archiving NoM as per Council Decision at 13 March 2018. 01 March 2018 - Request to archive NoM 26 February 2018 - A meeting was held with Cr Bolam and Officers on 19 February 2018 to clarify request. Officers are developing a report for 23 April 2018 Council Meeting. 05 February 2018 - Director Community Development comment - Report considered at OM 29 January 2018. A further report called for February meeting, which is not achievable. A meeting is being arranged with Cr Bolam to explore request further. A report will be submitted to March or April 2018 meeting. 15 January 2018 - Work is in progress for a report to come back to January Council meeting.	Primary Cost: \$175 (meeting) \$10k for 2018/19 budget \$6k for 2019/20 budget	14/03/2018
20-Nov-17	14.2	NOM 1385 - The Pines Flora and Fauna Reserve  Cr Bolam	Council Decision: That a meeting be sought with Parks Victoria regarding the Pines Flora and Fauna Reserve. The Council is to request the meeting on the basis of: 1. The ongoing dumping of rubbish and vehicles in the reserve; 2. How Frankston City Council can work more closely with Parks Victoria and the 'Friends of the Pines Flora and Fauna Reserve' group insofar enhancing public safety and increased compliance with Frankston City Council and Parks Victoria bylaws. 3. Anti-social behaviour in the reserve including the use of monkey bikes/motorised scooters, vandalism, illegal fires and the consumption of alcohol; and 4. Exploring the installation of CCTV and signage (to deter anti-social behaviour) at the entrances of the reserve (notably the Ballarto Rd entrance). As well as appropriate Frankston City Council staff, interested Councillors, Parks Victoria representatives and the relevant local state member/s are to be invited (Paul Edbrooke MP and Sonya Kilkeny MP), as well as any representatives from the 'Friends of the Pines Flora and Fauna Reserve'.  Carried	Michael Papageorgiou	02 July 2018 - Approved to archive at 2018/OM8 18 June 2018 - Council officers met with Parks Victoria staff on 18 May 2018. All three PV Reserves in Frankston City were discussed including the Pines Reserve. Officers have agreed to meet with Parks Victoria on a regular basis (at least quarterly) to enable better coordination and cooperation. Request to close NOM 21 May 2018 - Revised Target Date changed by: Hall-davis, Traces From: 1 Apr 2018 To: 31 May 2018 Parks Victoria has advised the following actions in relation to the Pines Flora & Fauna Park - "Following the 2017 fire, Parks Victoria has completed several stages of recovery works at The Pines Flora and Fauna Reserve. This includes track reconstruction and hazardous tree assessment and removal. Accordingly, the fire affected area of the park has reopened to the public. Works are scheduled to take place over the next few months to repair the perimeter mesh fence and to re-gravel the sandy tracks.	Primary Cost:	2/07/2018
20-Nov-17	14.3	NOM 1386 - Financial Literacy Assistance  Cr Bolam	Council Decision: That Frankston City Council provides ongoing advertising for free financial counselling services (within the Frankston municipality) to assist Frankston residents and ratepayers in need of assistance with their financial affairs. This advertising is to include print media (i.e. 'What's On' columns, Frankston City News, Frankston City Council website etc.) as well as updates on social media (i.e. Twitter and Facebook). The sought advertising is to be budgeted and incorporated into existing advertising means. A memorandum is to be provided to Councillors on the execution of the proposed advertising campaign.	Sam Jackson	26 February 2018 - Archived NoM as per Council Decision at 19 February 2018 meeting. 05 February 2018 - Officers are programming the ongoing communication of financial literacy programs to supplement their promotions to increase awareness of services that are available. Councillors have been provided with a memo outlining how this is occurring. It is recommended that this action is now completed from a reporting perspective and should now be closed.	Primary Cost: \$350 (meetings held)	26/02/2018
20-Nov-17	14.4	NOM 1387 - Central Park in Frankston  Cr Aitken	Council Decision: That a working party be established of appropriate officers and interested Councillors and any other party that the Councillors or Officers may see fit to consider various options, with a view, to establishing a significant green space in the Frankston town centre i.e. a central park, the results of which will be reported back to Council. The first meeting of the working party would be held prior to the Christmas break.  Carried	Kate Jewell	30 April 2018 - Request closure as the project in current format, as a stand alone park, is not feasible. Will continue to advocate for civic park to be incorporated into Gov Hub or similar development. 09 April 2018 - Originating Councillor agreed that city park concept could be incorporated into catalyst development site. 19 March 2018 - No change from previous update, awaiting Councillor discussions.	Primary Cost:	14/05/2018
11-Dec-17	14.1	NOM 1388 - Recognition and appreciation of services by Carol Morris  Cr Marmston	Council Decision: That a letter under seal be presented to Carol Morris, on behalf of past and present Councillors, in recognition of her tireless work and support to each of the Councillors over the past 20 years.  Carried	Michelle Tipton	05 February 2018 - Archived NoM as per Council Decision at 29 January 2018 meeting. 15 January 2018 - Letter under seal presented to Carol at a farewell afternoon tea on Friday 15 December 2017. Request for closure.	Primary Cost: \$200 (gift)	5/02/2018
11-Dec-17	14.2	NOM 1389 - Ballam Park Precinct Improvements  Cr Bolam	Council Decision: 1. That a report be provided to Council at the February 2018 Ordinary Meeting on the Ballam Park precinct regarding the following: a) The susceptibility of the newly created concrete wall to vandalism (graffiti) at Ballam Park; b) The nature of ongoing delays concerning recently upgraded play equipment at Ballam Park (i.e. soft fall area) c) Whether the existing toilets in the Ballam Park precinct are adequate and secure. If improvements are identified, costings are to be incorporated in the report back to Council. d) Programming the Ballam Park precinct in the routine cleaning of graffiti from landmark signage; e) Whether any remedial works are required at the Ballam Park Athletics Track and the possibility of undertaking plantings on the outer fence line of the Ballam Park Athletics Track. If scope or improvements are identified, costings are to be incorporated in the report back to Council. f) Advocacy to Public Transport Victoria (PTV) on the need for the installation of a mesh fitting (as opposed to glass) at the bus stop outside the Old Peninsula Private Hospital on Cranbourne Road; and g) Audit of bins, drinking fountains and dog waste disposal units throughout the precinct to assess whether additional resources are required. If improvements are identified, costings are to be incorporated in the report back to Council. 2. The report must also provide funding estimates for the following items to be considered during the 2018/2019 Budget and/or within the context of the Ballam Park Masterplan: a) The reactivation of the water fountain at Ballam Park; b) The repair of historical fence associated with the Ballam Park Homestead; c) Repairs and upgrade/s required at the Ballam Park Homestead; d) The reinstatement of the windmill facing Cranbourne Road from Ballam Park; e) The creation of a dog 'roam free' area (i.e. fencing, signage, water provisions, pet friendly agility and play equipment, waste bags etc.) in the space between the Telecom Substation and the Ballam Park Homestead; and f) Wellness equipment for adults / seniors; and g) Illumination of the prominent Ballam Park gateway signage adjacent to the water fountain.	Vishal Gupta	04 April 2018 - Archiving NoM as per Council resolution at OM 3 April 2018. 19 March 2018 - Request NoM to be archived as a new action item has been created as a result of the interim report presented to Council on 19 February 2018. 26 February 2018 - An interim report has been presented to Council at its meeting on 19 February 2018. A further report will be presented on 14 May 2018. 05 February 2018 - Report is currently being prepared for consideration by Council at its meeting on 19 February 2018 15 January 2018 - In line with NOM 1389, report will be presented to the Council at its meeting on 19 February 2018.	Primary Cost: \$70K - Dog free roam area \$15K Tree Planting along athletics track \$3,500 Windmill reinstatement \$40K Buggy Shed Floor Preparation of Council report	4/04/2018

## Item 12.1 Attachment B: Notice of Motion Report - 2018 - for the 10 September Council Meeting

Meeting Date	Item No	NOM Title and Councillor	Council Resolution	Responsibility	Comments	Cost Summary	Date Closed
11-Dec-17	14.3	NOM 1390 - Exploration of Local Laws  Cr Bolam	Council Decision: That a report be provided to Council at the February 2018 Council Meeting on the adoption of the following local laws in effect elsewhere in Victoria: 1. Hobson Bay City Council: Community Local Law, 48. Irresponsible Driving; 2. Melton City Council: General Law Part 3, 36. Interference from Adjoining Property, 35. Interference With Council Assets, 34. Noise from Vehicle Sound Equipment and 32. Consumption and Possession of Liquor; 3. Banyule City Council: General Local Law No. 1, 8.4. Behaviour in a Municipal Place or on Council Land and 8.5. Direction by an Authorised Officer in a Municipal Place or on Council Land; and 4. City of Casey: Community Local Law, 31. Abandoned or Derelict Vehicles and 32. Vehicles in a Public Place. The following are to also be explored with a view to potential inclusion in Frankston City Council's General Local Law No.8: 1. Public auctions, and disclosure of the outcome of public auctions, relating to abandoned vehicles (i.e. cars, boats, trailers, caravans etc.) seized by Frankston City Council; 2. Greater controls to deter recalcitrant 'house parties' as implemented by Gold Coast City Council (and presently under consideration by Mornington Peninsula Shire Council); and 3. The use of powered aeronautic devices (including, by definition, remote controlled camera drones) on/from public areas.  Carried	Leonie Reints	4 April 2018 - Archiving NoM as per Council resolution at OM 3 April 2018. 19 March 2018 - A report was presented to council at Ordinary Meeting 19/02/2018. Recommendations were carried unanimously by councillors with a briefing to be presented to councillors on "Party Houses" 09/04/2018. Request NoM to be archived. 26 February 2018 - Recommendations in this report were carried at Ordinary Meeting 19 February 2018. A further report is to be presented to Council in April 2018 to provide council with an update on the work being undertaken in relation to Party Houses. 05 February 2018 - A report is to be presented to Open Meeting 19 February 2018. 15 January 2018 - A report is currently being written and is to be presented to council meeting in February 2018.	Primary Cost: \$10k (legal advice)	4/04/2018
11-Dec-17	C.8	NOM 1391 - Apsley Place Concerns  Cr Bolam	Under Separate Cover	Michael Papageorgiou/Les Under Separate Cover		Primary Cost: Under separate Cover	14/05/2018
11-Dec-17	14.4	NOM 1392 - Frankston Pines Soccer Club Redevelopment  Cr Bolam	Council Decision: That a report be provided at the March 2018 Ordinary Meeting in relation to the Frankston Pines Soccer Club Redevelopment, notably: a) Where the request / proposal emanated; b) The sought redevelopment specifics; c) The cost to redevelop the facility; d) The funding shortfall borne on ratepayers', if the project is to be funded; e) State and Federal funding obtained, the Frankston Pines Football Club contribution and Frankston City Council's recommended contribution; f) What benefit/s the redevelopment will provide; g) The theoretical timetable for delivery of the redevelopment; h) The state of the existing site; and i) Resolution of any outstanding design-construct and lease issues between Frankston City Council and the Frankston Pines Soccer Club.	Liz Daley	26 February 2018 - Archived NoM as per Council Decision at 19 February 2018 meeting. 05 February 2018 - Request to close, meeting held 15 January 2018. 15 January 2018 - Meeting scheduled Monday 15 January 2018 at Pines Football Club. Invitations issued to representatives of Pines Football Club, council officers, ward councillors, Mr Paul Edbrooke, Sport Recreation Victoria staff, Football Federation Victoria and Southern United Football Club.	Primary Cost: \$600 (meetings held)	26/02/2018
11-Dec-17	14.5	NOM 1393 - Centenary Park Golf Course  Cr Hampton	Council Decision: That Centenary Park Golf Course along with the Pro Shop and Centenary Park Golf Club are not included in the planned Centenary Park Sporting complex.  Carried	Liz Daley	05 February 2018 - Archived NoM as per Council Decision at 29 January 2018 meeting. 15 January 2018 - Noted. The Golf Course and Pro Shop are not included in plans for the complex. Request to archive.	Primary Cost:	5/02/2018
29-Jan-18	14.1	2018/NOM 1 - Visitor Information Centre  Cr Hampton	Council Decision: Notwithstanding the decision taken by Council at its meeting held on 16 October 2017 to move the Visitor Information Centre at the foreshore to a more central location in the CAA, the Chief Executive Officer is requested to provide a report on options for a continued Visitor Information Centre presence at the current location on the foreshore. In developing the report, the Chief Executive Officer shall ensure that the current volunteers and staff are consulted on the options. Such consultation, in the first instance, is to include a meeting of interested Councillors, appropriate volunteers and staff of the Visitor Information Centre (VIC) to discuss various possibilities. That this meeting be held in the next fortnight, preferably in the evening, to better enable Councillors, volunteers and staff to attend. If a further meeting is required, then that can be decided at the conclusion of this initial meeting. The report is to be brought back to Council at its meeting held on 13 March 2018.	Sam Jackson	24 April 2018 - Archived NoM as per Council Decision at its 23 April 2018 OM. 09 April 2018 - The proposed relocation of the Frankston Visitor Information Centre (FVIC) and the feedback from the meeting with Volunteers (held on 15 March) was discussed at Council on 3 April 2018. Council resolved to retain the FVIC at the Waterfront. On this basis it is recommended that this action item can be closed. 19 March 2018 - Councillors Hampton and Aitken met with volunteers and staff on 15 March 2018. Details of this meeting will be reported back to Council in a report for consideration at the Ordinary Meeting of Council on 3 April 2018. 01 March 2018 - Due to difficulty in finding a suitable date for a meeting with Councillors, volunteers and staff, Officers were not able to schedule a meeting on a date that enabled us to	Primary Cost:	24/04/2018
29-Jan-18	14.2	2018/NOM 2 - Election Advocacy  Cr Bolam	Council Decision: That the matter be deferred pending discussions with the Sub Committee.	Sam Jackson	04 April 2018 - Archiving NoM as per Council resolution at OM 3 April 2018. 19 March 2018 - The Advocacy sub-committee considered this on 5 March 2018. Cr Bolam advised that he was going to revise the Notice of Motion (2018/NOM10) and present to Council (which he did on 13 March, and which was moved in parts and lost).	Primary Cost:	4/04/2018
19-Feb-18	14.1	2018/NOM4 - Emergency Grants  Cr Bolam	Council Decision: That the Chief Executive Officer is to provide a report to Council at the April 2018 Ordinary Meeting, in light of the recent out-of-budget funding request from Life-Gate Inc., regarding a process for community groups and sporting clubs to make (where there is a necessitated need) 'emergency' or 'urgent' funding requests to Council outside of the budget process via a defined funding pool. The report is to: 1. Consider other active models that could be modified to a Frankston City Council version (i.e. Kingston City Council's 'Quick Grants' process); 2. What constitutes an 'emergency' and/or 'urgent' grant; 3. Consider an appropriate ceiling for individual grants; and 4. Consider a sufficient overall annual allocation for 'Emergency Grants'. The report is to provide a recommended model and/or options to be incorporated in the 2018/2019 Budget and thereafter.  Carried Unanimously	Liz Daley/Michael Craighead	14 August 2018 - As per Council resolution at its 2018/OM10 meeting, this NOM has been approved to archive 31 July 2018 - The Response to NOM on Emergency Grants was discussed at a briefing of Councillors on Monday 25 June 2018. Councillors required further information in relation to an alternate motion. This has been provided in a memo to all Councillors and the report listed for 23 July 2018. OM 23 July 2018 endorsed Emergency Grants report. Request to Close. 9 July 2018 - The Response to NOM on Emergency Grants was discussed at a briefing of Councillors on Monday 25 June 2018. It was determined for further work to be done with the report to be presented back to Council at its meeting on 23 July 2018. Action reassigned to Daley, Liz by: Tipton, Michelle for the reason: Liz has prepared the report in response to the NOM. Revised Target Date changed by: Hall-davis, Tracee From: 12 Mar 2018 To: 27 Jul 2018 Reason: Scheduled for OM 23/7/2018 18 June 2018 - Action reassigned to Alcock, Brianna by: Shannon, Jacqui for the reason: MC has left FCC and Bri is now Acting Manager Follow up on status of Briefing held on 28 May for an agreed way forward is required. Following the 28 May Councillor Briefing, a report will be presented to the 2 July Council Meeting. 23 May 2018 - Report deferred by Councillors. Briefing organised for 28 May to discuss way forward. 09 April 2018 - Draft report completed in part. Referred to Liz Daley to finalise and return for final overview. 19 March 2018 - On 2 March 2018, Council Officer contacted City of Casey, Mornington Peninsula Shire, City of Kingston and City of Greater Dandenong to identify other active models that could be modified to a Frankston City Council version.	Primary cost: \$10k (2 x grants - submitted for mid-year budget)	13/08/2018

## Item 12.1 Attachment B: Notice of Motion Report - 2018 - for the 10 September Council Meeting

Meeting Date	Item No	NOM Title and Councillor	Council Resolution	Responsibility	Comments	Cost Summary	Date Closed
19-Feb-18	14.2	2018/NOM5 - Rescission Motion - Commercial Foreshore Parking Permits Cr O'Reilly	Council Decision:  Cr O'Reilly, Cr Cunial and Cr Hampton, hereby give notice that at the next appropriate meeting of Frankston City Council that they will move that the following decision of Council made at Ordinary Meeting 2018/OM1 held on Monday 29 January 2018 regarding Item 12.8: Commercial Foreshore Parking Permits be rescinded: That Council: 1. Notes the current Foreshore Parking Permit Guidelines which were to assist with easing congestion in foreshore carparks, are due for review in 2019. 2. Notes the issuing of additional permits to all commercial ratepayers is estimated to be \$85K per annum comprising \$70K loss of revenue and \$15K printing and postage of permits. 3. Approves issuing up to 2 foreshore parking permits to commercial ratepayers who live outside the Frankston municipality, subject to the following conditions: a) That permits would be applied for online providing ABN Registration details, and b) The registration number of the vehicle utilising the permit must be provided with their application and displayed on the permit  Carried	Leonie Reints	14 March 2018 - Archiving NoM as per Council Decision at 13 March 2018. 01 March 2018 - Officers will continue to issue Foreshore Parking Permits in line with the existing guidelines with a review to be undertaken after 12 months in 2019. Request to archive NoM.	Primary Cost:	14/03/2018
19-Feb-18	14.3	2018/NOM6 - Letter to the Minister regarding Level Crossing Removal Projects Cr Bolam	Council Decision:  That in light of the fact that no funding packages have been made available to communities and businesses affected by the Level Crossing Removal at Skye/Overton Road, the closure of Eel Race Road, and the government's decision to locate a new train stabling facility at Kananook, that Council write to the Minister for Public Transport, the Hon. Jacinta Allan MP, to call for a consistent approach to the provision of funding to communities and businesses affected by Level Crossing Removal Projects (defined community benefit/compensation). The letter should also include a request that all crossing removal projects should incorporate a common protocol for asset ownership and maintenance to ensure consistency and equity for all local government areas impacted by Level Crossing Removal.  Carried Unanimously	Kate Jewell	27 August 2018 - MAV currently receiving feedback on proposed list of potential transfer of assets to be discussed with Transport for Victoria next. This will contribute to develop of draft guidelines/protocols to be circulated in early October. 31 July 2018 - Meeting is being held on 30 July 2018 at MAV which includes Kingston, Frankston, Dandenong, Monash and Glen Eira Councils to discuss common approach to asset ownership and maintenance for land in the rail corridor post crossing removal projects. 9 July 2018 - Discussions have been held at officer level to ensure compatible cross municipality schedule of asset ownership and maintenance. 18 June 2018 - Response received 01 June 2018, circulated to Councillors 1 June 2018. CEO Comment - based on the limited response provided to Council, a report will be prepared for the 23rd July 2018 Council meeting outlining options to go forward. 21 May 2018 - No response received 30 April 2018 - No response received, will send follow up letter. <del>09 April 2018 - No change from previous update</del>	Primary Cost: \$200 (letters sent)	14/03/2018
13-Mar-18	14.1	2018/NOM 8 - Utility companies sought to consult more widely Cr Bolam	Council Decision:  That Council writes to all utility distributors within the municipality imploring them to better consult residents, traders, and ratepayers and Council on any works (initiated by, or relevant to, them) that may impact on the amenity of given areas (i.e. cleanliness and presentation) now and into the future. Prepares a motion for the next Municipal Association of Victoria (MAV) State Council meeting regarding asset protection for Council property.  Carried Unanimously	Gill Kay/Michelle Tipton	21 May 2018 - A NOM has been prepared for the State Council Meeting which will be considered at the meeting on Friday 18 May 2018. No further action required. Request for closure. CEO reviewed comments and agrees with the request to closure. Request to close at next Council meeting please. 1) Letters were prepared and sent 7/5/18 via mail and email. 2) Motion prepared. Request to archive. 09 April 2018 - A motion has been prepared for the MAV State Council Meeting. This motion was presented to Council for noting at its meeting on Tuesday 3rd April 2018. The motion was submitted to the MAV on 4 April 2018 for consideration at the May State Council Meeting, along with 9 other motions.	Primary Cost: \$2400 (numerous letters sent)	4/06/2018
13-Mar-18	14.2	2018/NOM 9 - Public Transport Advocacy Cr Bolam	Council Decision:  1. Writes to the Minister for Transport, and Shadow Minister for Transport, requesting improved safety measures (in light of the fatalities and near misses that have occurred) at the Armstrong Road rail crossing, and Carried Unanimously 2. Writes to the Minister for Transport, and the Shadow Minister for Transport, requesting improved service delivery and public safety for/on the Route 901 bus service from Frankston to Melbourne Airport. This request is to be made due to the concerns expressed by commuters relating to anti-social behaviour and punctuality.  Carried	Doug Dickins	02 July 2018 - Approved to archive at 2018/OM8 18 June 2018 - No response has been received to date. CEO comment - response received from Minister for Public Transport - noted CEO 15 June 2018 - copy inserted into next Councillor Bulletin 28 June 2018 for Councillors to note. Still awaiting response from Shadow Minister. A response has been received from Minister for Transport in relation to route 901 bus service. A copy of the response is in Councillor Bulletin CEO noted this comment and requested is action item be closed off. 21 May 2018 - No response has been received to date. 30 April 2018 - Letters have been sent to Minister for Public Transport (A3583331) and Shadow minister for Public Transport (A3583333) regarding safety measures in Armstrong Road. 09 April 2018 - Letters have been drafted by Council officers (ReM A3576264 and A3578926) to the Minister for Transport and the Shadow Minister for Transport 21 March 2018 - Council officers are currently preparing letters to Minister of Transport and Shadow Minister of Transport regarding safety measures in Armstrong Road.	Primary Cost: \$400 (letters sent)	2/07/2018
13-Mar-18	14.3	2018/NOM10 - Federal Advocacy Cr Bolam	Recommendation:  Moved in Parts 1. That Council writes to the Prime Minister of Australia, The Hon. Malcolm Turnbull MP, Opposition Leader The Hon. Bill Shorten MP and Federal Member for Dunkley, Mr Chris Crewther MP expressing concern regarding the Federal governments proposed \$2 billion dollar plus cuts to tertiary education, particularly the mooted freeze on funding for the Commonwealth Grants Scheme. It is anticipated that this freeze will leave over 10,000 student places unfunded. Council notes the implications this could have on post-secondary opportunities for locals, who are seeking to pursue tertiary education but do not have the socio-economic conditions to self-fund their studies; and Lost 2. That clarification is to be sought from the Federal Member for Dunkley Mr Chris Crewther MP about: a) On the future of funding for the National Occasional Care Program which it is believed will lapse by July this year. The Council notes that important local child learning centres and neighbourhood houses, such as Karingal Place Community Centre, are dependent upon occasional care funding from the Federal Government; b) Clarify how cuts to flexible childcare will impact upon providers within the Frankston Municipality; c) Clarify where there may be adverse implications for the Municipality; d) Provide options for retaining flexible childcare initiatives in Frankston. Lost 3. That Council writes to the Federal Minister for Human Services, The Hon. Michael Keenan MP, Federal Minister for Health, The Hon. Greg Hunt MP and Federal Member for Dunkley, Mr Chris Crewther MP, Shadow Ministers for Families and Social Services, The Hon. Jenny Macklin MP and Shadow Minister for Health and Medicare, The Hon. Catherine King MP, clarifying Frankston's present and future contribution/s from the \$300M National Ice Taskforce funding allotment relating to substance abuse (given the Frankston municipality has higher than average record of drug offences and registered drug users) and seeking their support. The Council is to advocate for increased funding relative to improved rehabilitative outcomes. Lost  LOST	Sarah Quinn	04 April 2018 - Archiving NoM as per Council resolution at OM 3 April 2018. 14 March 2018 - Request NoM to be archived as the NoM was lost at its 13 March 2018 Council Meeting.	Primary Cost:	4/04/2018

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## Item 12.1 Attachment B: Notice of Motion Report - 2018 - for the 10 September Council Meeting

Meeting Date	Item No	NOM Title and Councillor	Council Resolution	Responsibility	Comments	Cost Summary	Date Closed
23-Apr-18	14.2	2018/NOM20 - Traffic calming options at the top of Balmoral Street, Frankston  Cr Toms	Council Decision Moved: Councillor Toms Seconded: Councillor Aitken That Council works with VicRoads to monitor the traffic operations of the Balmoral and Young Streets Intersection in the Frankston CAD over a period of three months and that a report be presented to Council on the findings.  Carried	Doug Dickens	27 August 2018 - Report to Council regarding this matter is being prepared. 31 July 2018 - Council officers have had discussion with VicRoads regarding vehicle, pedestrian and public transport dynamics within Young St to inform the report back to Council in September 2018. 9 July 2018 - Awaiting for reopening of Young Street to enable investigation to proceed. Young Street has reopened to vehicles however buses are not fully back into Young Street.	Primary Cost:	
23-Apr-18	14.3	2018/NOM21 - Economic Resilience Package II  Cr Bolam	Council Decision Moved: Councillor Bolam Seconded: Councillor Cunial That: 1. A report be provided at the June Ordinary Meeting on the creation of economic development scorecards to be reported to Council quarterly to determine economic prosperity in the municipality as is practiced by the Townsville City Council; 2. The same report is to consider resourcing and funding for the purpose of a widespread municipal-wide job creation campaign to attract new businesses and new industries to the municipality; 3. The same report is to determine whether any additional position/s are required in either the Event Attraction team and/or Economic Development team. 4. The same report is to explore Council and State Government funding for workshops and one-on-one business mentoring for local businesses and industries insofar growing trade and investment opportunities abroad (as is practiced at Swan Hill City Council) 5. Officers establish and nurture strong working relations with State Government Officers (particularly those within Invest Victoria) to ensure that Frankston City is forefront as an investment destination for appropriate international businesses seeking to invest in Victoria.  Carried Unanimously	Sam Jackson	14 August 2018 - As per Council resolution at its 2018/OM10 meeting, this NOM has been approved to archive 31 July 2018 - Officers continue to work toward implementing the actions of this NOM 1-4 A report responding to this Notice of Motion was considered by Council on 2 July 2018. Item 5 This continues to be standard operating procedure and from a reporting perspective is now complete. From a reporting perspective this item is now complete 9 July 2018 - Council carried the NOM and officers will start implementing resolutions. 18 June 2018 - A report was prepared for the 4 June 2018 Ordinary Meeting of Council. Based on feedback received from Councillor Bolam, consideration of this item was deferred to the next Council meeting so that additional research could be undertaken. This report will now be considered on 2 July 2018. 21 May 2018 - Update added on behalf of Sam Jackson - Officers are continuing to work on responding to this NOM, with the intent of presenting a report to Council on 4 June 2018. 30 April 2018 - Officers are now working on responding to this NOM, with the intent of presenting a report to Council on 4 June 2018.	Primary Cost:	13/08/2018
14-May-18	14.1	2018/NOM23 - Operational and Performance Review  Cr Bolam	Council Decision Moved: Councillor Bolam Seconded: Councillor McCormack That the Chief Executive Officer prepare a report for the September 2018 Ordinary Meeting of Council on options available for Council to undertake an Operational and/or Performance Audit of the delivery of operational and capital programs, to determine whether efficiencies, budget allocations and performance objectives are being achieved, having regard to practice in the Local Government sector Australia-Wide. This is to include scope for attrition opportunities where identified. Any proposed audit is to be in line with the next 'Internal Audit' to mitigate costs and resourcing.  Carried A: Mayer	Tim Frederico	27 August 2018 - Report is scheduled for 22 October meeting. No further update provided 31 July 2018 - Given the impact that any outcomes of this report may have on the workplan of the Audit and Risk Committee, it is considered appropriate that the Committee is given an opportunity to review the report and have input to it prior to it going to Council for consideration. The next available meeting of the Committee is on 21 September 2018. The report will now be brought before Council at its meeting on 22 October 2018. Revised Target Date changed by: Tipton, Michelle From: 4 Jun 2018 To: 22 Oct 2018 Reason: Report will be presented to Council at the 22 October Council meeting. 18 June 2018 - A report will be prepared and presented to the ARC in September. A report will then be presented to Council in October 2018	Primary Cost:	
14-May-18	14.2	2018/NOM24 - Frankston 'Future Fund'  Cr Bolam	Council Decision Moved: Councillor Bolam Seconded: Councillor Toms That a report be presented at the September 2018 Ordinary Meeting on the creation, and maintenance, of a Frankston based 'Future Fund'. The purpose of the fund is to accumulate funds for the benefit of future generations. The accumulation of the funds for this dedicated purpose should be via safe investments and interest bearing opportunities. This could include a percentage of an Annual Budget amount being allocated to a fixed interest account and unlocked and utilised after a timed period. The report should refer to both governmental and non-governmental examples.  Carried	Kim Jaensch	27 August 2018 - It is proposed that a report first be presented to the Audit and Risk Committee for input relating to the creation, and maintenance, of a Frankston based 'Future Fund'. Discussions are underway to source data on both governmental and non-governmental examples. A Council report will be prepared and presented at the 22 October 2018 Ordinary Meeting. 31 July 2018 - A report will be presented at the September 2018 Ordinary Meeting relating to the creation, and maintenance, of a Frankston based 'Future Fund'. Discussions are underway to source data on both governmental and non-governmental examples. 9 July 2018 - A report will be presented at the September 2018 Ordinary Meeting relating to the creation, and maintenance, of a Frankston based 'Future Fund'. Discussions are underway to	Primary Cost:	
14-May-18	14.3	2018/NOM25 - Investment in CCTV  Cr Bolam	Council Decision Moved: Councillor Bolam Seconded: Councillor Aitken That a report be presented at the August 2018 Ordinary Meeting on the use of increased CCTV technology to improve perceptions of public safety and to detect unlawful offences. The report is to consider: 1. State and Federal funding opportunities for new CCTV units; 2. Potential locations for additional CCTV units; 3. Cost effective and unique CCTV technology/ies that could be utilised; 4. Potential Midyear Budget referral for such CCTV units; 5. Number plate recognition software and/or specific software; 6. The mounting of CCTV units on utility poles as is practiced in other municipalities; 7. The creation of a formal 'Public Spaces CCTV Policy' (i.e. placement of CCTV units, relationship with stakeholders, individual access to CCTV footage and the archiving of CCTV footage etc.); and 8. The workability of the existing citywide system and any improvements sought.  Carried Unanimously	Leonie Reints	27 August 2018 - A report has been provided for Ordinary Meeting 13 August 2018 advising of new technologies and financial impact for the expansion of CCTV across Frankston. Report was presented to 13/8/18 OM, please refer to comments in resolution for 13/8/18. 31 July 2018 - A joint meeting was held in March 2018 with interested Councillors, relevant Council Officers and a specialised CCTV provider (Camvex). Camvex specialise in the development in covert CCTV and general public surveillance systems. As an outcome of that meeting Council is currently trialling a covert CCTV camera that utilises a street bollard to obtain evidence for dumped rubbish offences. This type of camera has been successful in other municipalities. A report will be presented to council at the Ordinary Meeting 13 August 2018. 9 July 2018 - A briefing of interested Councillors is being arranged prior to the August meeting. 18 June 2018 - A report will be presented to 13 August 2018 Ordinary Meeting to provide councillors an update on new technology available and options for council moving forward. Revised Target Date changed by: Hall-davis, Tracee From: 4 Jun 2018 To: 17 Aug 2018 Reason: Awaiting outcome of OM 13/8/18.	Primary Cost: \$70k - cost of additional cameras and maintenance (Application to be sent to Govt for \$250k grant. If successful then Council to commit \$100k)	
14-May-18	14.4	2018/NOM26 - Request for Approval to Relist 2018/NOM19 Paid Parking at Sherlock and Halge Carpark  Cr Aitken	Council Decision Moved: Councillor Aitken Seconded: Councillor Aitken That a report be presented at the August 2018 Ordinary Meeting on the use of increased CCTV technology to improve perceptions of public safety and to detect unlawful offences. The report is to consider: 1. State and Federal funding opportunities for new CCTV units; 2. Potential locations for additional CCTV units; 3. Cost effective and unique CCTV technology/ies that could be utilised; 4. Potential Midyear Budget referral for such CCTV units; 5. Number plate recognition software and/or specific software; 6. The mounting of CCTV units on utility poles as is practiced in other municipalities; 7. The creation of a formal 'Public Spaces CCTV Policy' (i.e. placement of CCTV units, relationship with stakeholders, individual access to CCTV footage and the archiving of CCTV footage etc.); and 8. The workability of the existing citywide system and any improvements sought.  Carried Unanimously				14/05/2018
14-May-18	14.5	2018/NOM27 - Waiving of Kerbside Dining Fees for affected traders during Frankston Train Station Works  Cr Toms	Council Decision Moved: Councillor Toms Seconded: Councillor Aitken 2. A report be provided at the July 2018 Ordinary Meeting on providing two (2) hour car parking on Wells Street in our city centre to assist locals and traders who are wishing to stay in Frankston longer;  Carried Unanimously	Doug Dickens	9 July 2018 - Reopened to include additional actions 02 July 2018 - Approved to archive at 2018/OM8 18 June 2018 - A report is to be presented to the Council Meeting in June CEO Comment - report presented to Council - decision made - request to close.	Primary Cost:	2/07/2018
14-May-18	14.5	2018/NOM27 - Waiving of Kerbside Dining Fees for affected traders during Frankston Train Station Works  Cr Toms	Council Decision Moved: Councillor Toms Seconded: Councillor Aitken That: 1. The current waiving of kerbside trading fees for businesses in the area directly affected by the Frankston Station Precinct works be extended for 2018-2019. The affected area is defined as: a. Young Street (between Playne and Beach Streets); b. Beach Street (between Young Street and the Myer entrance); c. Ross Smith Avenue East; d. Balmoral Street; e. Station Street; and f. Wells Street (Young Street - Park Lane on south side and Young Street - Shannon Street Mall on north side).  Carried Unanimously	Leonie Reits	27 August 2018 - Action complete, request closure	Primary Cost:	

## Item 12.1 Attachment B: Notice of Motion Report - 2018 - for the 10 September Council Meeting

Meeting Date	Item No	NOM Title and Councillor	Council Resolution	Responsibility	Comments	Cost Summary	Date Closed
14-May-18	14.5	2018/NOM27 - Waiving of Kerbside Dining Fees for affected traders during Frankston Train Station Works Cr Toms	Council Decision Moved: Councillor Toms Seconded: Councillor Aitken 3. Council allocates \$6,000 from within the 2017-2018 budget, to a four (4) week advertising campaign to encourage customers to shop in Frankston city centre. The advertising will be placed on local bus services travelling to Frankston city centre; and 4. A letter be written to Member for Frankston, Paul Edbrooke to seek his matched funding for this advertising campaign. Carried	Kim Jaensch / Sam Jackson	27 August 2018 - Action complete, request closure 31 July 2018 - Item 3- Completed. Council officers have not yet expended the funds and will therefore need to commit \$6,000 to the 2018-2019 Mid-Year Budget review. No further action Item 4- Officers have created the letter and sent to Paul Edbrooke MP for consideration to match funding. No reply received as yet.	Primary Cost: \$6000 referred to mid-year budget	
14-May-18	14.6	2018/NOM28 - Letter under seal for 2018 Commonwealth Games Participants Cr Toms	Council Decision Moved: Councillor Toms Seconded: Councillor Aitken That a letter under seal be prepared and presented to the following participants at the Council Meeting in July 2018, who represented Australia at the 2018 Commonwealth Games, to congratulate them on their achievements on behalf of our City: - Francois Etoundi - Ellie Cole - James Bolding - Laetisha Scanlan	Michelle Tipton	27 August 2018 - Francois Etoundi has been invited to attend the 10 September 2018 Council Meeting to receive his letter under seal. 31 July 2018 - Two (2) attendees attended the Council Meeting on Monday 23rd July 2018 - Laetisha Scanlan and James Bolding from the Frankston Clay Target Club. Both represented Australia in the shooting event at the games. They received their letter under seal. Francois Etoundi will be invited to attend the September meeting to receive his letter and both Kelly and Ellie's letters under seal will be mailed as both have left the municipality. 9 July 2018 - Trying to locate the sporting clubs of those participants who represented Australia at the Commonwealth Games.	Primary Cost:	
14-May-18	14.7	2018/NOM29 - Significant trees between Fletcher Road and Frankston Train Station Cr Toms	Council Decision Moved: Councillor Toms Seconded: Councillor Aitken That Council writes to the Level Crossing Removal Authority (LXRA) thanking it for its written response in providing reassurance for the two (2) mature gum trees within the VicTrack car park at Frankston Train Station be retained and seeks further assurances that no other trees will be removed. Carried	Kate Jewell	27 August 2018 - Response to letter yet to be received. 31 July 2018 - Letter was prepared by Biodiversity department, no response received to date. Trees are currently unaffected by Station construction works. 9 July 2018 - No response received from LXRA to date. 18 June 2018 - letter has been sent from the Biodiversity section CEO comment - currently awaiting response.	Primary Cost:	
4-Jun-18	14.1	2018/NOM30 - Council to bid for 1 x W-Class Tram and 1 x Z-Class Tram Cr Bolam	Council Decision Moved: Councillor Bolam Seconded: Councillor Aitken That: 1. The Chief Executive Officer writes to the Minister for Transport, the Hon Jacinta Allan MP and VicTrack spokesperson, Mr James O'Brien commending them on the scheme to sell historic trams which will see the preservation and continued use of the decommissioned trams; 2. Council notes the purchase cost of a tram is \$1K and supports the making a thorough and in depth submission to VicTrack to purchase 1 x W-Class tram and 1 x Z-Class tram (total = \$2000) 3. A report be submitted to the July Ordinary Meeting exploring the best and most appropriate use of the trams including but not limited to: - as a training cafe (White Street Mall) - a community meeting space (Beach St - Nepean Highway). The report must also include: - implementation costs associated with each option and recommendation/s to be considered at the mid-year budget review for both the capital and operational costs; and - suitable locations for permanent options, which are to include but not be limited to White Street Mall and Beach Street - Cranbourne Road. 4. That a submission/s also be prepared in the event Council wishes to formally enter into an Expression of Interest bid for the aforementioned trams noting that the deadline is 6 July 2018.	Andrew Moon / Sam Jackson	24 July 2018 - As per Council resolution at its 2018/OM9 meeting, this NOM has been approved to archive 9 July 2018 - Letters have been written to Minister of Transport and VicTrack and mailed 25/6/2018. A report has been drafted for 2/7 OM. Councillors voted to decline to purchase the trams. Request to archive. 18 June 2018 - Officers have met to discuss the NOM, and a report is being prepared by Manager Arts and Culture for consideration by Council on 2 July 2018.	Primary Cost:	23/07/2018
4-Jun-18	14.2	2018/NOM31 - Improvements to the Planning Process Cr Bolam	Council Decision Moved: Councillor Bolam Seconded: Councillor Aitken That Council: 1. Supports officers reporting the average legal and officer costs together with the number of planning consultants and lawyers associated with each month's resolved VCAT cases as part of the monthly Town Planning Report. 2. Approves officers conveying residents' and ratepayers' concerns (on their behalf where agreed) to Council's legal representatives where a related planning matter is scheduled for VCAT. 3. Mandates the amended 'town planning application call-in' template, which will be attached to all reports called in by Councillors (see attached). 4. Endorses Resident Discussion Meetings be required for all applications where there are more than three objectors and the applicant is willing to attend. 5. Notes that Town Planning Progress Reports will be presented no later than 2 months after the cessation of the month on the proviso that State Government data is available. 6. Seeks a report on the process for establishing a Frankston Native Vegetation Offsets Policy for the October Ordinary Meeting. 7. Notes that all planning matters that involve liquor or gaming machines are to be referred to the appropriate agency/organisation for expert advice (i.e. Frankston Liquor Accord, Frankston/Carrum Downs Police etc). All subsequent reports, with the above instances, must be accompanied with feedback from such agencies/organisations. Where such agencies/organisations have not provided formal responses, this is to be reflected in the report. Carried Unanimously	Michael Papageorgiou	27 August 2018 - Request to archive 31 July 2018 - Action completed by: Papageorgiou, Michael All actions have now been completed This NOM has been reopened. As per Council Resolution Business Rule 9, NOMs can only be closed by Council resolution. 9 July 2018 - Revised Target Date changed by: Hall-davis, Tracee From: 25 Jun 2018 To: 25 Jun 2018 Revised Target Date changed by: Hall-davis, Tracee From: 25 Jun 2018 To: 26 Oct 2018 A report will be presented to the October Ordinary Meeting on a Frankston Native Vegetation Offsets Policy. 18 June 2018 - All actions have been noted by Statutory Planning staff. A report is scheduled for 22/10 Ordinary Meeting.	Primary Cost:	
4-Jun-18	14.3	2018/NOM32 - Waiving of Kerbside Trading Fee Cr Aitken	Council Decision Moved: Councillor Aitken Seconded: Councillor McCormack The waiving of the Kerbside trading fee, as per the formula adopted by Council at its Ordinary Meeting of 14 May 2018 (2018/OM6), be extended to include the remainder of Young Street up to Davey Street, Frankston. Carried Unanimously	Leonie Reints / Kim Jaensch	02 July 2018 - Approved to archive at 2018/OM8 18 June 2018 - This NOM was carried unanimously at Ordinary Meeting 04/06/2018. Community Safety Department notes that this will be a reduction of income of approximately \$1,400 for the next financial year. Request to archive	Primary Cost: \$8,000 (\$8k adjustment: \$7k for the original waiving of fees and then another \$1k for the extension for the remainder of Young St)	2/07/2018
2-Jul-18	14.1	2018/NOM35 - Proposed Downs Estate Business Case Cr Bolam	Council Decision Moved: Councillor Bolam Seconded: Councillor Cunial It is noted that the University of Melbourne is engaging with the Friends of the Downs Estate community group to prepare a business case on the future sustainability of the site as food security demonstration site. The business case will cost between \$80k to \$100k and subject to Council approval, the University of Melbourne is seeking \$25k contribution from Council. Should Council support the proposal, \$25k will be referred for consideration to the mid-year budget review. A report is to be provided to 10 September Ordinary Meeting outlining the proposal and considerations that will be detailed in the business case Carried Unanimously	Michael Papageorgiou / Kim Jaensch	27 August 2018 - Revised Target Date changed by: Hall-davis, Tracee From: 23 Jul 2018 To: 14 Sep 2018 Reason: Report being submitted to 10 September OM. 31 July 2018 - Noted and request to close this action. Item has been listed for MYBR consideration. Action completed by: Shannon, Jacqui A/Director approved to close This NOM has been reopened. As per Council Resolution Business Rule 9, NOMs can only be closed by Council resolution. Additionally, all actions must be complete prior to the request for closure is put to Council. Completed. This item has been noted and a provisional amount of \$25,000 has been flagged for consideration at the Mid-Year Budget review on the condition that the business case is approved. 9 July 2018 - A report will be submitted to OM 10/9/18. Revised Target Date changed by: Hall-davis, Tracee From: 23 Jul 2018 To: 14 Sep 2018	Primary Cost:	

## Item 12.1 Attachment B: Notice of Motion Report - 2018 - for the 10 September Council Meeting

Meeting Date	Item No	NOM Title and Councillor	Council Resolution	Responsibility	Comments	Cost Summary	Date Closed
2-Jul-18	14.2	2018/NOM37 - Overflow Rubbish at Fast Food Sites Cr Bolam	Council Decision Moved: Councillor Bolam Seconded: Councillor Aitken Given ongoing instances where inconsistent and insufficient clean-ups of fast food outlets is occurring (ie. McDonalds, Kentucky Fried Chicken, Red Rooster, Burger King etc), a report is to explore the following: - Increased patrols/audits of fast food sites to determine compliance; - The ability to impose additional or better defined penalties on fast food businesses/landholders that are not maintaining their properties and/or creating an overflow situation where rubbish is posing a visual (reducing pride) or actual (i.e. attracting vermin and rodents) impediment to adjoining residents or public land; - Increased utilisation of any statutory and/or state-based legislation to enforce better compliance to overflowing rubbish on fast food sites; and - Where applicable, exploring prosecutions under the Victorian Food Act 194 (and thereby risking placement on the Victorian Food Convictions Register) The report is to be provided at the second October Ordinary Meeting.  Carried	Leonie Reints	27 August 2018 - No further comments to be added and report will be presented to Council at the October 2018 Ordinary Meeting. 31 July 2018 - A report will be prepared for the October Ordinary Meeting. Officers will continue to monitor known sites and work with the traders. 9 July 2018 - Noted. A report will be prepared for the October OM. Revised Target Date changed by: Hall-davis, Tracee From: 23 Jul 2018 To: 25 Oct 2018	Primary Cost:	
2-Jul-18	14.3	2018/NOM41 - Gaming Machines Cr Aitken	Council Decision Moved: Councillor Aitken Seconded: Councillor Toms That Council writes to the Premier of Victoria, Daniel Andrews and Opposition Leader, Matthew Guy, State Member for Frankston, Mr Paul Edbrooke MP and State Member for Carrum, Ms Sonya Kilkeny MP, requesting a moratorium and/or ban on any further gaming machines in the Frankston municipality. That a letter of support be sought from the Alliance for Gambling Reform.  Carried Unanimously	Michael Papageorgiou	14 August 2018 - As per Council resolution at its 2018/OM10 meeting, this NOM has been approved to archive 31 July 2018 - Letters have now been sent to the Premier and the local politicians listed in the resolution. A letter of support has also been sought from the Gambling Alliance. Revised Target Date changed by: Papageorgiou, Michael From: 23 Jul 2018 To: 23 Nov 2018 Reason: This will allow for negotiations with DELWP to be undertaken and concluded. This NOM is now requested to be closed.	Primary Cost:	13/08/2018
2-Jul-18	14.4	2018/NOM43 - Exposed pylons of the elevated rail sections in Frankston Cr Aitken	Council Decision Moved: Councillor Aitken Seconded: Councillor Toms That Council writes to State Member for Frankston MP Mr Paul Edbrooke and State Member for Carrum MP Ms Sonya Kilkeny in order to request that discussions be held regarding the potential to incorporate street art within the undercroft of the rail bridge that has been constructed at Skye Overton Roads.  Carried Unanimously	Kate Jewell	27 August 2018 - Recent advice received from LXRA is that VicTrack is opposed to incorporation of street art on the piers supporting the rail overbridge because it interferes with inspection of the integrity and safety of the piers. 31 July 2018 - Discussions have been had with LXRA and the North Western Program Alliance (delivery body), incorporation of street art on piers is out of scope and deemed by the project architect to be "incompatible with the design intent for the site".	Primary Cost:	
2-Jul-18	14.5	2018/NOM44 - Green Space in the CAD Cr Aitken	Council Decision Moved: Councillor Aitken Seconded: Councillor Toms Given that open space is fundamental to the quality of life for Frankston City's residents, workers and visitors, that Council strongly supports its position on the value of preserving and reinforcing green space in the Frankston Central Activities District (CAD) both now and into the future. That a report be presented back to Council at its meeting in October 2018 about all Council owned land in the CAD area and what can be done to improve open space in the CAD area.  Carried Abstained: Cunial	Martin Poole / Kate Jewell / Michael Papageorgiou	27 August 2018 - Officers are progressing this matter, considering land consistent with criteria endorsed in the Open Space Strategy. 31 July 2018 - Officers are gathering information to inform the report for the October 2018 meeting. 9 July 2018 - Noted. This report will be prepared in conjunction with Commercial Services Department of Council. Revised Target Date changed by: Hall-davis, Tracee From: 23 Jul 2018 To: 25 Oct 2018	Primary Cost:	
23-Jul-18	14.1	2018/NOM45 - Greening our City Cr Toms	Council Decision Moved: Councillor Toms Seconded: Councillor Aitken That a report be provided back to the October Ordinary Meeting on what learnings Council can take from Melbourne City Council's Policy of Greening Laneways and the implementation of a Developer Green Infrastructure Contribution fund. The report should map out the costings and options for greening three (3) of the Frankston Central Activity District (CAD) laneways.  Carried	Michael Papageorgiou	27 August 2018 - Revised Target Date changed by: Hall-davis, Tracee From: 13 Aug 2018 To: 04 Oct 2018 Reason: Awaiting outcome of OM 1/10/18.	Primary Cost:	
23-Jul-18	14.2	2018/NOM46 - Peninsula Leisure Pty Ltd Matters Cr Hampton	Council Decision Moved: Councillor Hampton Seconded: Councillor Cunial That when Peninsula Leisure Pty Ltd is involved in any tender process that may come before this Council, Council is to appoint two (2) officers, two (2) totally suitably qualified independent persons and one (1) qualified probity auditor to oversee the process.  Carried Unanimously	Tim Frederico	27 August 2018 - Noted. Is being implemented as part of the Golf Course Management Tender. Completed Action completed by: Shannon, Jacqui Director approved to close	Primary Cost:	
23-Jul-18	14.3	2018/NOM47 Cr Toms	Alternate by Cr Toms Toms/Aitken That a report be presented to Council at its meeting in October 2018 on a review of Council's current ESD design policy introducing an Environmentally Sustainable Design (ESD) development rating system for all new development in the Frankston Metropolitan Activity Centre (FMAC) and for this to be publically advertised. This should be part of a package of new ESD requirements that are put in place to achieve superior environmental outcomes across our FMAC.  Carried Unanimously	Michael Papageorgiou	27 August 2018 - A report has been scheduled to come to OM 1/10/2018. Revised Target Date changed by: Hall-davis, Tracee From: 13 Aug 2018 To: 04 Oct 2018 Reason: Awaiting outcome of OM 1/10/18.	Primary Cost:	
23-Jul-18	14.4	2018/NOM48 Cr Bolam	Council Decision Moved: Councillor Bolam Seconded: Councillor Cunial That a report be provided to Council at the September Ordinary Meeting on the creation of a 'Public Safety Reference Committee'. The role of the committee will be to (but not limited to): • Provide independent advice to Frankston City Council, Victoria Police and other relevant authorities/stakeholders; • Advise Council and authorities/stakeholders on public safety matters, including crime prevention initiatives (both pro-active and re-active); • Be advised of isolated public safety issues that may require assistance from other tiers of governments and authorities/stakeholders; • Particular focus on promoting perceptions of safety (including civic pride); • Reviewing crime statistics (including geographic statistical abnormalities: i.e. Frankston North vs. Frankston South) and confidence data, and responding to them in a meaningful manner; and; • Considering how to rejuvenate and/or create a new community-wide approach to reporting crime and anti-social behaviour (i.e. Neighbourhood Watch revival). The report is to consider committee composition, committee breadth and focus, committee meeting regularity and its Terms of Reference. A report is to be provided to Council quarterly, in the event the committee is formed, on the activities and recommendations of the committee.  Carried Unanimously	Leonie Reints	27 August 2018 - A report has been scheduled for OM 10/9/2018. Revised Target Date changed by: Hall-davis, Tracee From: 13 Aug 2018 To: 13 Sep 2018 Reason: Awaiting outcome of OM 10/9/18.	Primary Cost:	
23-Jul-18	14.5	2018/NOM50 - Multi-level car park Cr Toms	Deferral Motion to another Council Meeting Moved: Councillor Bolam Seconded: Councillor McCormack That the matter be deferred to the 10 August Ordinary Meeting. Carried	Dennis Hovenden		Primary Cost:	

## Item 12.1 Attachment B: Notice of Motion Report - 2018 - for the 10 September Council Meeting

Meeting Date	Item No	NOM Title and Councillor	Council Resolution	Responsibility	Comments	Cost Summary	Date Closed
23-Jul-18	C.12	2018/NOM51 - Prospective land acquisitions Cr Bolam	Under Separate Cover	Martin Poole	27 August 2018 - A paper will be presented to the September Ordinary Meeting	Primary Cost:	
13-Aug-18	14.1	2018/NOM50 - Multi-level car park Cr Toms	<p>*Moved in parts*</p> <p>1. Council writes to the Premier of Victoria, the Hon Daniel Andrews MP, expressing Council's concern and dismay that despite the State Government's promise to build a much needed multi-level car park for our community detailed in a media release in 2015, there is no such facility still in 2018. Lost</p> <p>2. The Premier of Victoria be requested to recommit to the position of a multi-level car park at the Frankston Railway Station, including the allocation of funding to allow for construction as a part of the next phase of the Frankston Revitalisation. Lost</p> <p>4. Council also writes to the Leader of the Opposition, the Hon Matthew Guy, seeking his support for the provision of funding for a multi-level car park at Frankston Station if the opposition is elected to Government at the November 2018 State Election. Lost</p> <p>6. Council commits to work with both parties, the Committee for Greater Frankston and FITA (Frankston Independent Traders Association) to improve positive car parking outcomes, seeking a commitment from both parties and both organisations to establish a Car Parking Taskforce to address important issues relating to car parking in the Frankston CAD and along the rail corridor. Lost on casting vote of the Mayor</p> <p>7. Council seeks the support of Mr Paul Edbrooke MP, State Member for Frankston and Mr Michael Lamb, Liberal Candidate for Frankston. Lost</p>	Michelle Tipton	27 August 2018 - This motion was moved in parts. Part 1, 2, 4, 6 & 7 of the recommendation was lost. Notation to be placed in the Resolution Report for the 10 September Council Meeting requesting closure.	Primary Cost:	
13-Aug-18	14.1	2018/NOM50 - Multi-level car park Cr Toms	<p>*Moved in parts*</p> <p>3. The Premier of Victoria be requested to investigate the issue of car parking in the context of not only the Frankston Railway Station Precinct, but also the opportunities for car parking as a part of the Electrification of the rail line to Baxter. Carried</p> <p>5. The State opposition also be called upon to investigate car parking opportunities not only at the Frankston Station, but also as part of the rail Electrification to Baxter connecting funds to achieve car parking when identified. Carried</p>	Phil Cantillon	27 August 2018 - A letter has been drafted and is currently being finalised and is expected to be issued shortly.	Primary Cost:	
13-Aug-18	14.2	2018/NOM52 - Car Parking Forum August 2018 - Committee for Greater Frankston Cr Cunial	<p>Council Decision</p> <p>Moved: Councillor Aitken Seconded: Councillor Toms</p> <p>In response to the Committee for Greater Frankston's request to attend a forum in August 2018 to discuss the provision of publicly available parking in Frankston (copy attached), that all Councillors be invited to the Committee.</p> <p>Further that the Chief Executive Officer is requested to make available the relevant officer(s) to also attend the forum to provide technical advice if required and advise the Committee of Council's decision.</p> <p>Carried Unanimously</p>	Michelle Tipton	27 August 2018 - Contacted Geneva to advise of Council's decision for all Councillors to be invited to the forum. Geneva responded asking if this could be reduced to 3 Councillors. A response to Geneva from Dennis will be forwarded on 17 August 2018.	Primary Cost:	

**Executive Summary****12.2 9th Wuxi International Sister City Forum**

*Enquiries: (Sam Jackson: Corporate Development)*

Council Plan

Community Outcome:	3. A Well Governed City
Strategy:	3.1 Accountable Governance
Priority Action	3.1.1 The elected representatives will provide clear and unified direction, transparent decision makers and good governance

**Purpose**

To brief Council on the invitation from the Wuxi Municipal People's Government to attend the 9th Wuxi International Sister City Forum – a biennial event which brings together all of Wuxi's sister cities to learn from each other and experience first-hand the culture and opportunities stemming from the sister city relationship with Wuxi, China.

**Recommendation (Director Corporate Development)**

That:

1. Council gives consideration to a representative of Frankston City Council attending the 9th Wuxi International Sister City Forum at a cost of up to \$4,000 per delegate.
2. Should Council endorse sending a representative, it nominates Councillor XXXX as the representative of Frankston City Council.
3. Any Councillor attending will be required to provide a written summary to the 19 November 2018 Ordinary Meeting of Council, in accordance with the Frankston City Council Councillor Training and Development Policy.

**Key Points / Issues**

- Frankston City Council has been invited by the Wuxi Municipal People's Government to attend the 9th Wuxi International Sister City Forum (23-25 October 2018) (Attachment A).
- Frankston City and Wuxi have been sister cities since 2011. Frankston City has one other sister city – Susono, Japan.
- Frankston City Council has welcomed an inbound delegation from Wuxi every year since 2010. However, representatives from Frankston City Council have not visited Wuxi since 2014.
- As there has been no return/outbound delegation to Wuxi since 2014, a further decline of the invitation to the Wuxi International Sister Cities Forum could be considered culturally offensive and damage the relationship.
- While the sister city relationship was initially established with a focus on economic development and community safety, it appears that the focus of this year's Forum is ecologically friendly developments.
- While there are potential positive aspects to being represented at the Forum, it does generate additional workload and therefore diverts Council Officers from their current program of strategic work - including supporting and growing the local business community.

**12.2 9th Wuxi International Sister City Forum****Executive Summary****Financial Impact**

The State Government has introduced the “Fair Go Rates” system, placing a cap on Council rates which has restricted the level of increases that Council can apply to its rate revenue. Rate revenue constitutes 63 per cent of all Council revenue.

The rate cap over the past two financial years has been 2.5 per cent and 2.0 per cent respectively and is 2.25 per cent in 2018-2019.

The rate cap percentages are based on the consumer price index which relates to the average increase in the prices of a range of goods and services, very few of which apply to the cost drivers of providing local government services. The cost of providing Council services has been increasing well in advance of the rate cap applied by State Government.

Over time this trend may lead to a reduction in the levels of service provided to the community and in Councils ability to fund both new facilities and the ongoing renewal of existing facilities.

Council will continue to evaluate the impacts of rate capping annually and needs to be mindful of these outcomes in all Council decisions.

There are financial costs, however, these costs can be accommodated within existing budgets.

The Wuxi Government will cover the cost of accommodation and transport during the Forum, however all other expenses are not covered. While, indicative pricing for return airfares is \$800 and accommodation before/after the Forum (\$600), there are other expenses including travel insurance, visas, meals outside of the Forum etc. Therefore it is recommended that should Council support this proposal up to \$4,000 per delegate be allocated.

**Consultation****1. External Stakeholders**

No formal external consultation has been undertaken in relation to Council representation at the Sister City Forum as this is intended as a delegation from Council rather than from the community.

**2. Other Stakeholders**

The invitation is for up to six delegates. While the invite was sent to the Mayor, Cr Colin Hampton, he has declined to attend. Councillor Toms has expressed his interest in attending.

**Analysis (Environmental / Economic / Social Implications)**

There are some investment attraction that could be further investigated throughout the delegation – including tourism, green technology innovation and educational exchange. There is a growing number of known businesses in the municipality (especially dairy product manufacturers in Carrum Downs) that have links to Wuxi. There are a number of developments that are in their early stages that stem from the sister city relationship.

There are positive social and cultural implications of nurturing the Sister City relationship, in that it facilitates cultural and educational exchange opportunities between the municipality’s educational institutions – including the establishment of sister school/university relationships – which are now actively being pursued after several years of investigation.

**12.2 9th Wuxi International Sister City Forum****Executive Summary**

While there are these potential positive aspects to being represented at the Forum, it does generate additional workload and therefore diverts Council Officers from their current program of strategic work - including supporting and growing the local business community.

**Legal / Policy / Council Plan Impact**Charter of Human Rights and Responsibilities

The Charter of Human Rights and Responsibilities has been considered in the preparation of this report but is not relevant to the content of the report.

Legal

Nil

Policy Impacts

Attendance at this Forum by a Councillor would be considered under Council's Councillor Training and Development Policy (Attachment B). For the purpose of this Policy the Forum is classified as an event. Clause of specific relevance include:

6.7 *Any travel to participate in training or development activities outside of the state of Victoria must be approved by resolution of Council and formally recorded in the Register of Overseas and Interstate Travel, as required by Reg.12(a) of the Local Government (General) Regulations 2015.*

6.11.1 *Where a Councillor is attending a conference, seminar or event as an authorised representative of Council, Council will:*

- *pay the registration fees on registration of the Councillor*
- *reimburse or pay all reasonable expenses for travel, transport, accommodation, meals and other necessary associated out of pocket expenses on production of appropriate tax invoices.*

*The costs of such authorised attendance are not part of and are additional to the Councillor's PDA.*

6.11.7 *After attending a conference, seminar, event or training course, a Councillor is required to provide a written summary to Council, which outlines:*

- *the purpose of the conference*
- *learning objectives and outcomes*
- *matters of relevance to the Frankston municipality*
- *issues for consideration by Council*
- *any recommendations or actions.*

Officer's Declaration of Interests

Council officers involved in the preparation of this report have no Conflict of Interest in this matter.

**Risk Mitigation**

As there has been no return/outbound delegation to Wuxi since 2014, a further decline of the invitation to the Wuxi International Sister Cities Forum may be considered culturally offensive and damage the relationship.

**12.2 9th Wuxi International Sister City Forum****Executive Summary**

The perception of sending a representative to Wuxi, China is unlikely to be positively received by the community. Particularly given there are clear expectations in the community for delivery of basic Council services under the “Fair Go Rates” system.

While there are potential positive aspects to being represented at the Forum, it does generate additional workload and therefore diverts Council Officers from their current program of strategic work - including supporting and growing the local business community. Any ideas stemming from attendance would need to be considered in light of existing strategic frameworks.

**Conclusion**

Frankston City Council has been invited by the government of one of its sister cities – Wuxi, China, to attend the 9th Wuxi International Sister City Forum – a biennial event which brings together all of Wuxi’s sister cities to learn from each other and experience first-hand the culture and opportunities stemming from the sister city relationship with Wuxi, China. Council has not sent a delegate since 2014, and yet has welcomed inbound delegations every year since 2010.

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**ATTACHMENTS**

Attachment A: [!\[\]\(e89a657714f4aea49be1913140144e43\_img.jpg\)](#) Invitation to 9th Wuxi International Sister City Forum

Attachment B: [!\[\]\(c91506e85d6e8303c543e470ae3b8bbd\_img.jpg\)](#) Councillor Training and Development Policy

**12.2 9th Wuxi International Sister City Forum  
Officers' Assessment****Background**

Frankston City and Wuxi (China) have been recognised as sister cities since October 2011. This agreement was signed on behalf of Council by the then Mayor, Cr Bolam when a small delegation from Frankston City visited both Wuxi and Frankston City's other sister city – Susono, Japan.

Since 2010 an inbound delegation from Wuxi has visited Frankston City each year. No outbound delegation from Frankston City has visited Wuxi since 2014.

While there is a standing invite for any outbound delegation from Frankston City to visit Wuxi, the Wuxi Municipal People's Government has invited the Mayor and up to five additional delegates to attend the 9th Wuxi International Sister Cities Forum (23-25 October 2018). All of Wuxi's 27 sister cities are invited to the Forum to meet and share knowledge about tourism, market trends, environmental issues and better understand the local culture of Wuxi. Frankston City was represented at the 5th Wuxi International Sister Cities Forum (2010), at which then Mayor Cr Richards signed the letter of intent to become a sister city to Wuxi, and again at the 7<sup>th</sup> Forum in 2014 by then Mayor Cr Taylor.

**Issues and Discussion**

As there has been no outbound delegation to Wuxi since 2014, a further decline of the invitation to the Wuxi International Sister Cities Forum could be considered culturally offensive and damage the relationship.

As the Frankston City community has become more aware of the sister city relationship, additional appropriate opportunities to provide economic and cultural connections between the two cities have become apparent, although not as realised as we would like. There has been some investment by businesses from the greater Wuxi region, as well as some preliminary discussions about educational exchange programs.

There are a number of local companies that are already undertaking trade in China, but would like to increase the level of trade into Wuxi.

While there are potential positive aspects to being represented at the Forum, it does generate additional workload and therefore diverts Council Officers from their current program of strategic work - including supporting and growing the local business community. Any ideas stemming from attendance would need to be considered in light of existing strategic frameworks.

**Options Available including Financial Implications**

The following options are available to Council:

- 1) Not send representation to the 9th Wuxi International Sister Cities Forum
- 2) Send representation to the 9th Wuxi International Sister Cities Forum to continue to strengthen the sister city relationship with Wuxi, as well as exchange ideas and learning with Wuxi's other sister cities.

The resource requirements associated with this report are \$4,000 per delegate compared to the annual budget allocation of \$10,000 to support Council's two sister city relationships.

(Translation)

Colin Hampton  
Mayor of Frankston, Australia

Dear Mayor Hampton,

Greetings and best wishes to you from Wuxi, China!

The 9th Wuxi International Sister Cities Forum on the theme of “Urban Green Development” is to take place in Wuxi on 23-25 October 2018. Representatives of International sister cities and friendly exchange cities of Wuxi will be invited to Wuxi to have discussions on such topics as advancing green development system, strengthening ecological protection and promoting eco-environment construction, and share practices in the fields of ecology-prioritized and green-centered development.

I cordially invite you to head a delegation to attend this Forum, during which we can exchange ideas focusing on the theme with a view to deepening our mutual friendship and cooperation.

The Forum will cover accommodation and transportation expenses for six members of your delegation during the conference in Wuxi. International travel fees are to be born by your side. Foreign Affairs Office of Wuxi Municipal People’s Government will contact you for further details and make due arrangements for your visit.

I look forward to meeting you in Wuxi!

Huang Qin (signed)  
Acting Mayor of Wuxi Municipal People’s Government

**Draft Schedule of the 9<sup>th</sup> Wuxi International Sister Cities  
Forum**

Tuesday, 23 October

All day            Registration  
17:30            Meeting with Wuxi municipal leaders  
18:00            Welcome reception hosted by Wuxi Municipal  
                    People's Government

Wednesday, 24 October

08:30-09:00    Opening ceremony  
09:15-09:30    Group photo  
09:30-12:15    Keynote speeches  
12:30-13:30    Buffet lunch  
14:00-16:00    Match-making event between participating foreign  
                    cities and Wuxi enterprises and organizations  
18:00-19:30    Dinner

Thursday, 25 October

09:00-11:30    Visit eco-agriculture pilot project in Huishan District  
12:00- 13:00    Lunch  
14:00- 14:45    Visit urban environmental protection project  
15:00- 16:00    Visit major foreign investment projects under the  
                    "Belt and Road" Initiative  
18:00- 19:30    Dinner

Friday, 26 October    Departure

## R.S.V.P Form

Name of city or organization				
Contact person			Tel	
E-mail			Fax	
Name	Gender	Position	Time of arrival, airport and flight No.	Time of departure, airport and flight No.
<p>Do you wish to give a speech at the Forum? (If yes, the speech shall be focused on the Forum's theme and within 6 min per person)</p> <p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>				
<p>Would you like to attend the match-making event on October 24<sup>th</sup>?</p> <p>Yes <input type="checkbox"/> No <input type="checkbox"/> (free time in the city center)</p> <p>(If yes, please choose topics: Economy and Trade <input type="checkbox"/> Education <input type="checkbox"/> Culture <input type="checkbox"/> Others _____)</p>				

Do you wish to participate in the visiting programs on October 25<sup>th</sup>?

Yes ☐ No ☐

RSVP before 20 August, 2018.

Contact person: (contact person name) Foreign Affairs Office of Wuxi Municipal  
People's Government

Tel: Fax: 0510-81825238

E-mail:

Wuxi Municipal People's Government

科林·汉普顿先生

从中国无锡向您致意!

“第九届无锡市国际友城交流会”将于2018年10月23日至25日在无锡举办。届时，我们将广泛邀请无锡市各国际友城和友好交流城市的代表来锡，围绕“城市绿色发展”主题，就建立健全绿色发展体系、加大生态系统保护力度以及提升生态环境建设水平等内容开展探讨交流，分享生态优先、绿色发展的成功经验与做法。

我诚挚地邀请您率团出席此次会议，针对会议主题与无锡及各与会城市代表进行交流，深化彼此间的友谊与合作。

大会将承担贵市代表团 6 位成员会议期间在无锡的食宿、交通等费用,国际旅费请贵市自理。无锡市人民政府外事办公室将与贵市联系并为贵市代表团的到访做好安排。

期待着在无锡与您见面。

无锡市人民政府代市长

2018年6月12日

# Councillor Training and Development Policy

Record Number:  
Issue:  
Date:



## 1. POLICY STATEMENT

Council recognises the importance of appropriate training and professional development to support and assist Councillors in the effective performance of their **official duties and functions**. Councillors are encouraged to undertake appropriate training and professional development during their term in office.

## 2. REASONS FOR POLICY

- To provide Councillors with support to undertake appropriate and approved professional development opportunities to:
  - assist and support them to undertake and effectively fulfil their roles and responsibilities as Councillors as set out in the *Local Government Act 1989 (Act)*
  - increase their understanding of the issues faced in local government
  - network with Councillors and Officers from other councils.
- To provide a framework for funding, approving, monitoring and accounting for training undertaken by Councillors.
- To ensure fairness, equity and consistency in the provision of and access to training and development opportunities.
- To ensure that funding for professional development is used for approved training and development purposes only.
- To provide transparency in, and accountability for expenditure on Councillor training and development.

## 3. SCOPE

This Policy applies to all Councillors.

## 4. AUTHORISATION

This Policy is approved by the Mayor and Chief Executive Officer (CEO), and is managed and monitored by the Manager Human Resources, in accordance with the resolution of Frankston City Council at its Ordinary Council meeting of xxxxxxxx.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
CEO

## 5. REVIEW

This Policy will be reviewed and presented to Council no later than three (3) months after each general Council elections, for inclusion in the budget for the first year of the new Council's term, or earlier if deemed necessary by Council.

# Councillor Training and Development Policy

Record Number:  
Issue:  
Date:



## 6. PRINCIPLES

6.1 Council will provide Corporate training or development opportunities for all Councillors, including (but not limited to):

- Induction – a structured program of training and information at the commencement of each new Council term
- Statutory obligations and responsibilities as a Councillor – the legal framework within which local government operates
- Attendance at approved industry conferences and seminars.

6.1.1 Approved Corporate training provided for all Councillors in accordance with clause 6.2, is in addition to the training and development budget as set out in clause 6.2.

6.2 A specific Councillor training and development allocation may be made in the Council's annual budget, to meet the costs of Councillor's Professional Development, in accordance with this Policy.

**Note:** At the time of preparing this Policy [November 2017], the annual budget allocation is \$3,000 per Councillor per year, or \$12,000 per Councillor for the term of office.

6.3 Each Councillor will be entitled to an annual Professional Development Allowance (PDA) equivalent to an equal share of the annual training and development budget.

6.4 The PDA must only be used for participation in approved study and training courses relevant to the role of a Councillor which provide a significant professional development opportunity to the benefit of Council and support and assist Councillors to effectively fulfil their responsibilities as Councillors.

6.5 Subject to this Policy, the PDA may be used for:

- Attendance at recognised and industry approved conferences, seminars or events (in addition to any Corporate approved conferences under clause 6.2)
- Individual training, coaching or mentoring
- Other approved training and development.

6.6 The PDA may also be used to pay for **reasonable** costs relating to attending or participating in approved training or development, including:

- Travel and transport
- Accommodation
- Meals and other necessary out of pocket expenses.

6.7 Any travel to participate in training or development activities outside of the state of Victoria must be approved by resolution of Council and formally recorded in the Register of Overseas and Interstate Travel, as required by Reg.12(a) of the *Local Government (General) Regulations 2015*.

# Councillor Training and Development Policy

Record Number:  
Issue:  
Date:



## 6.8 Use of the PDA is subject to the following conditions:

- The PDA is not transferable between Councillors and cannot be used for other purposes
- An application for a Councillor to spend more than the annual PDA allocation (currently \$3,000) in any single year, must be approved by a resolution of Council after consideration of a written submission from the Councillor requesting approval of the additional expenditure
- All providers used must be approved, accredited and registered with an appropriate body or association
- No Councillor may spend more than the total projected PDA budget for their term of office (currently \$12,000) on their personal professional development in each term of office i.e. in any four (4) year period
- Councillors must not personally pay for any training or development and seek reimbursement of expenditure. All training providers are required to invoice Council and will be paid by Council following confirmation that the requirements for accreditation and registration have been met.

## 6.9 MAV 'credit points'

- 6.8.1 Council accrues 'credit points' from training undertaken through the Municipal Association of Victoria (MAV). Allocation of the accrued 'credit points' will be on equal share basis for each Councillor at the start of each year of the Council term.
- 6.8.2 At the start of each year of the Council term the Manager Human Resources will provide advice to Council on the allocation of 'credit points' available to each Councillor.
- 6.8.3 'Credit points' may be used to supplement the PDA for any Councillor for any training undertaken through the MAV.
- 6.8.4 Councillors may not re-allocate any 'credit points' to another Councillor or use them for any purpose other than training and development.
- 6.8.5 Any accrued 'credit points' at the end of a Council term will carry over to the next Council term, for use by incoming Councillors.

## 6.9 Formal Study

- 6.9.1 A Councillor may undertake **formal study** relevant to the role of the Mayor or Councillor, subject to this Policy.
- 6.9.2 Participation in any **formal study** must be approved by Council resolution, subject to the following conditions and considerations:

# Councillor Training and Development Policy

Record Number:  
Issue:  
Date:



## Conditions

- The course must be directly relevant to the role of a Councillor or Mayor
- The course must be formally recognised and accredited
- The provider must be a Registered Training Organisation (RTO) and must hold appropriate professional accreditation and/or memberships etc

## Considerations

- The indirect costs associated with and additional to the cost of enrolment in the course (e.g. location, accommodation, travel etc.)
- The status of the qualification obtained, if applicable
- Any Continuing Professional Development (CPD) requirements e.g. whether the course has mandatory CPD requirements to maintain the status of the qualification
- The potential for the training to be used for personal gain, future employment or income-earning opportunities.

6.10.3 The Manager Human Resources will provide advice on any **formal study** proposed to be undertaken by a Councillor.

6.10.4 Where a course extends beyond the Councillor's term of office, Council will only pay the fees and associated costs relating to the current term of office.

6.10.5 Councillors are required to provide appropriate evidence of attendance at and the successful completion of each unit of study.

6.10.6 Failure to attend or to pass any required examinations or assignments will result in the termination of Council payment for the study i.e. Council will not pay for a Councillor to repeat a unit or part of a course.

6.10.7 Course or tuition fees may be paid by Council up-front, subject to a resolution of Council.

Such payment must be refunded to Council in the event that the Councillor fails to complete a required unit or course of study, unless there are mitigating circumstances which are accepted and approved by the Mayor and the CEO.

## 6.11 Conferences, Seminars, Events and Training Courses

6.11.1 Where a Councillor is attending a conference, seminar or event as an authorised representative of Council, Council will:

- pay the registration fees on registration of the Councillor
- reimburse or pay all **reasonable expenses** for travel, transport, accommodation, meals and other necessary associated **out of pocket expenses** on production of appropriate tax invoices.

# Councillor Training and Development Policy

Record Number:  
Issue:  
Date:



The costs of such authorised attendance are not part of and are additional to the Councillor's PDA.

6.11.2 Council will not reimburse personal expenditure by Councillors on alcohol.

Reimbursement of expenses is covered by the Councillor Expense Reimbursement Policy.

6.11.3 Councillors' attendance at conferences, seminars, events and training within the state of Victoria must be approved by the **CEO or delegate**, or as determined by **Council**, in order for reimbursement of associated expenses to be claimable.

6.11.4 Councillors' attendance at conferences, seminars, events and training outside the state of Victoria is subject to prior approval by Council after consideration of a submission from the Councillor and the advice of the **CEO or delegate**.

6.11.5 Matters relevant to the approval of a Councillor's attendance at a particular conference, seminar, event or training course are:

- (i) course topic, content, location, date and duration
- (ii) relevance of conference to **Council business** and the Councillor's personal development requirements
- (iii) analysis of the costs including the course, course material, travel and accommodation for the Councillor
- (iv) benefits expected to result from attendance.

6.11.6 Where overnight accommodation is required, the **CEO or delegate**, or as determined by **Council**, will arrange booking and payment for a Councillor's accommodation at the conference hotel (or appropriate nearby venue, in accordance with Council's Procurement Policy, if the cost is less than that promoted by the conference organiser).

6.11.7 After attending a conference, seminar, event or training course, a Councillor is required to provide a written summary to Council, which outlines:

- the purpose of the conference
- learning objectives and outcomes
- matters of relevance to the Frankston municipality
- issues for consideration by Council
- any recommendations or actions.

## 6.12 Procurement

Expenditure under this Policy will comply with Council's Procurement Policy and Guidelines, as relevant and applicable.

# Councillor Training and Development Policy

Record Number:  
Issue:  
Date:



## 7. ROLES AND RESPONSIBILITIES

- 7.1 Councillors will undertake agreed and approved training, including general training as set out in clause 6.2, above.
- 7.2 Councillors are required to actually attend and participate in any approved training and course.
- 7.3 Councillors must not personally pay for any training or development activity and then seek to be reimbursed. All training providers must invoice Council directly (and not an individual Councillor) for all training provided.
- 7.4 The Manager Human Resources will provide advice to Council at the start of each year of the Council term of office on the allocation of 'credit points' available to each Councillor.

## 7.5 Reports to Council

- 7.5.1 After attending a conference, seminar, event or training course, a Councillor will provide a written summary to Council, which outlines the purpose of the conference, learning outcomes, matters of relevance to the Frankston municipality, issues for consideration by Council and any recommendations.
- 7.5.2 A status report on expenditure of the PDA for each Councillor will be provided to Council at the end of each financial year.

## 8. POLICY NON-COMPLIANCE

- 8.1 If a Councillor enters into an arrangement for training or enrolls for a course in contravention of this Policy, the costs or fees for such training or course may not be paid by Council.
- 8.2 If a Councillor personally pays for training or a course in contravention of this policy, they may not be reimbursed for the training.
- 8.3 In such cases, payment of the fees or costs, or reimbursement of the fees or costs, must be approved by Council resolution.
- 8.4 Failure to comply with this Policy may result in Council not paying for the services, in which case the Councillor may personally incur the costs for any non-approved training.

## 9. RELATED DOCUMENTS

Councillor Expense Reimbursement Policy

Procurement Policy and Guidelines

Councillor Code of Conduct

# Councillor Training and Development Policy

Record Number:  
Issue:  
Date:



## 14 IMPLEMENTATION OF THE POLICY

This Policy (in conjunction with other Related Documents) will be implemented following endorsement by Council.

## 15 DEFINITIONS

**CEO or delegate** means the Chief Executive Officer of Council, or another Council officer who has been given the responsibility for performing the particular duty or function on the CEO's behalf. The delegate must have an appropriate level of training relevant to the performance of the duty or function.

**Council** means Frankston City Council.

**Council business** means activities and matters relevant to Council's objectives, role and functions, as described in the Local government charter (Part 1A of the Act). It includes the performance of *official duties and functions*.

**Council term** means the term of office of a Councillor.

**Formal study** means training or education provided by a recognised tertiary education provider that leads to a formal qualification that is relevant to the Councillor's performance of their role as a Councillor or as Mayor.

**Official duties and functions** means activities consistent with the role of a Councillor as defined in s.65 of the Act. It includes **Council business**, civic and statutory duties and activities conducted on behalf of Council to further the achievement of Council's objectives. Examples include preparing for, attending and participating in Council meetings, Councillor briefings, committee meetings, workshops and inspections; attending civic functions, representing Council at ceremonies and community events where formally invited as Councillor to undertake an official duty; attending public meetings, annual meetings or presentation dinners where invited as a Councillor; and attending meetings of community groups where invited to speak about Council programs or initiatives; private meetings with residents, ratepayers, community groups, developers etc, where arranged through official Council channels and details of discussions are documented in official records or diaries.

**Out of pocket expenses** means expenses that have been met by the Councillor using their own funds, which may later be reimbursed.

**Professional Development Allowance ('PDA')** means an allocation made in the Council's annual budget to meet the costs of Councillors' Professional Development, in accordance with this Policy. Each Councillor is entitled to an equal share of the PDA.

**Reasonable** in relation to expenses and costs, means expenses and costs incurred in

## Councillor Training and Development Policy

Record Number:

Issue:

Date:



performing *official duties and functions* or *Council business* which, in amount and nature, are consistent with public expectations. When determining whether an expense or cost is *reasonable*, relevant factors will include whether the expense or cost is necessary, cost-conscious and capable of withstanding public scrutiny.

**Executive Summary****12.3 Appointment and Authorisation of Council Staff**

*Enquiries: (Brianna Alcock: Corporate Development)*

Council Plan

Community Outcome:	3. Sustainable City
Strategy:	3.3 Ensure good governance and management of Council resources
Priority Action	3.3.2 Implement a schedule of reviews of services, plans, policies and protocols to ensure good governance

**Purpose**

To make the appointment of Council Officers for the purpose of enforcing the *Planning and Environment Act 1987* and the *Local Government Act 1989*.

**Recommendation (Director Corporate Development)**

That:

1. Pursuant to the provisions of Section 147 (4) of the *Planning and Environment Act 1987* (Act) and Section 232 of the *Local Government Act 1989* (The Act), Council appoints the officers listed in the Instrument of Appointment and Authorisations, as attached under separate cover for the purposes and regulations of these Acts.
2. The Instrument of Appointment and Authorisations be signed and sealed.

**Key Points / Issues**

- Under the provisions of the *Planning and Environment Act 1987* (Act) the compliance prosecutor, planning and biodiversity officers must be formally appointed as *authorised officers* for the purposes of enforcing the Act.
- Council's lawyers have reviewed the provisions of the Act in regard to delegation of powers and have concluded that authorisation of officers under the Act cannot be delegated by the Chief Executive Officer. The Lawyers are of the view that building and biodiversity planning officers must be authorised by resolution of Council.

**Financial Impact**

The State Government has introduced the "Fair Go Rates" system, placing a cap on Council rates which has restricted the level of increases that Council can apply to its rate revenue. Rate revenue constitutes 63 per cent of all Council revenue.

The rate cap over the past two financial years has been 2.5 per cent and 2.0 per cent respectively and is 2.25 per cent in 2018-2019.

The rate cap percentages are based on the consumer price index which relates to the average increase in the prices of a range of goods and services, very few of which apply to the cost drivers of providing local government services. The cost of providing Council services has been increasing well in advance of the rate cap applied by State Government.

Over time this trend may lead to a reduction in the levels of service provided to the community and in Councils ability to fund both new facilities and the ongoing renewal of existing facilities.

Council will continue to evaluate the impacts of rate capping annually and needs to be mindful of these outcomes in all Council decisions.

**12.3 Appointment and Authorisation of Council Staff****Executive Summary**

The authorisation of officers has no financial implications.

**Consultation****1. External Stakeholders**

Nil

**2. Other Stakeholders**

The authorisation of officers listed for Council's consideration has been discussed with the Coordinator Building Services, Coordinator Biodiversity, Manager Planning and Environment and the Manager Community Safety.

**Analysis (Environmental / Economic / Social Implications)**

Nil.

**Legal / Policy / Council Plan Impact**Charter of Human Rights and Responsibilities

All matters relevant to the Charter of Human Rights and Responsibilities have been considered in the preparation of this report and are consistent with the standards set by the Charter.

Legal

Officers are required to be appointed as authorised officers under Section 147(4) the *Planning and Environment Act 1987* and Section 232 of the *Local Government Act 1989*.

Policy Impacts

Nil

Officer's Declaration of Interests

Council officers involved in the preparation of this report have no Conflict of Interest in this matter.

**Risk Mitigation**

Without authorisations, there would be a failure for officers' ability to enforce the law.

A suite of authorisations have been developed by Maddocks and are used by most councils across Victoria. Authorisations for other officers in the same or similar roles have existed for many years without any undue issues.

There are a range of checks and balances to ensure these powers are exercised appropriately. When no longer required these powers are revoked to ensure good governance practices are being maintained and risks associated with inappropriate use are reduced.




**Conclusion**

Appointment of the officers listed in the Instrument of Appointment and Authorisations is required to ensure the provision of the *Planning and Environment Act 1987* and the *Local Government Act 1989* are enforced.

**12.3 Appointment and Authorisation of Council Staff****Executive Summary**

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**ATTACHMENTS**

- Attachment A:  Instrument of Appointment and Authorisation by Council for member of staff (*Under Separate Cover*)
- Attachment B:  Instrument of Appointment and Authorisation by Council for member of staff (*Under Separate Cover*)
- Attachment C:  Instrument of Appointment and Authorisation by Council for member of staff (*Under Separate Cover*)

**Executive Summary****12.4 Capital Works Quarterly Report - Q4 - April - June 2017/18***Enquiries: (Oliver Vido: Community Assets)*Council Plan

Community Outcome:	4. A Well Managed City
Strategy:	4.3 Resources
Priority Action	4.3.2 Undertake an ongoing review of Council's assets to ensure they meet community needs

**Purpose**

To brief Council on the quarterly progress (April – June 2018) of the 2017/18 Capital Works Program.

**Recommendation (Director Community Assets)**

That Council:

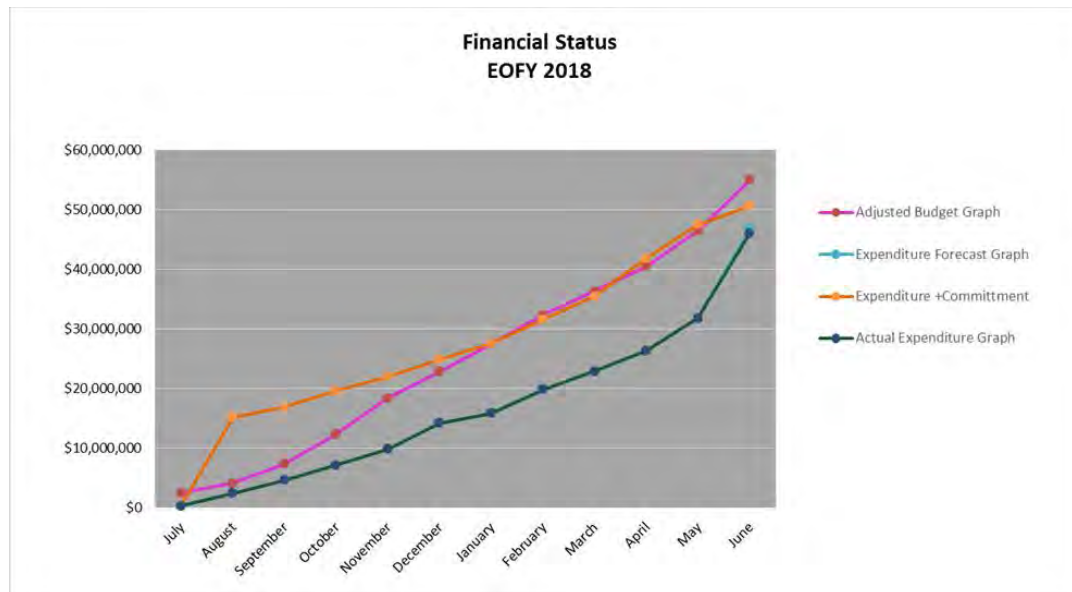
1. Receives and notes the quarterly progress report (April – June 2018) for the 2017/18 Capital Works Program.
2. Notes that \$46.393M of expenditure was achieved in 2017/18, out of a total Adjusted Capital Works Program budget of \$55.012M (84%) being the Council Plan performance measure.
3. Notes the list of projects to be carried forward into the 2018/19 Capital Works Program in Attachment C which amounts to a net Council funding of \$8.003M.

**Key Points / Issues**

- The Capital Works Program for 2017/18 comprised 308 projects with an adjusted budget allocation of \$55.013M at End of Financial Year. The adopted budget at the start of the year and at the Mid-Year Budget Review (MYBR) are detailed in the table below:

Total Adopted Budget	- \$ 67.61M (prior to MYBR)
MYBR Adjustment	- \$ 11.31M (Council OM 29/1/18)
Total Revised Budget (MYBR)	- \$ 56.299M
Adjusted Budget at EOFY	- \$ 55.013M
Actual expenditure	- \$ 46.394M
Carry Forward (Council Rates)	- \$ 8.003M

- The Council Plan (2017-2021) Key Performance Indicator for financial delivery of the Capital Works Program in 2017/18 was 90% of the budget expended. Council achieved 84% for the financial year which is a marked improvement from previous financial years.
- Refer to Graph below which shows the status of expenditure against the Adjusted Budget.

**12.4 Capital Works Quarterly Report - Q4 - April - June 2017/18****Executive Summary****2017/18 Capital Works Program Review**

Key issues encountered in the delivery of the program included:

- 43 projects totalling \$4.404M were introduced during the course of the financial year which impacted on resources allocated to projects.
- Commencement of the new Community Assets Directorate occurred on 31 October 2017 with the majority of Capital Works delivery positions being filled by February 2018. This was more than half way into the financial year and impacted on meeting the financial Project Delivery Target of 90%.

Out of 249 active projects excluding ongoing (multi-year) projects 200 projects, amounting to 80% of the 2017/18 Capital Works Program have been completed.

**Key projects delivered in the 2017/18 Capital Works Program**

- Ballam Park East Pavilion – Works involving the construction of a new shared use pavilion was completed in February 2018. Total Cost \$3.08M.
- Carrum Downs Community Pavilion – The Works involved the construction of a new multi-use pavilion. Works were completed in May 2018. Total Cost \$3.8M.
- Frankston Arts Centre Car Park– Installation of updated car park access equipment and payment systems. Works were completed in June 2018. Total Cost \$415K.
- Toilets at Foreshore Waterfront Playground and Seaford (opposite McCulloch Avenue) – New public toilets were constructed. Projects were completed in July 2017 and April 2018 respectively. Total Cost \$750K.
- Nepean Highway Footpath (Orchard Grove to Fleetwood Crescent) – Construction of a 1.5m wide footpath by 600m long. Works were completed in May 2018. Total Cost \$108K.
- Josephine Street Streetscape Upgrade Langwarrin - The project involved upgrading the local neighbourhood shopping strip by improving accessibility and aesthetics. Works were completed in June 2018. Total Cost \$150K.

**12.4 Capital Works Quarterly Report - Q4 - April - June 2017/18****Executive Summary**

- Five Reserves Playgrounds Renewal – Project involved the replacement of ageing play equipment at five reserves including; Armata Park, Brolga Park, Northgateway Reserve, Riviera Reserve, Whistlestop Reserve. Works were completed in March 2018. Total Cost \$652K.
- Eric Bell Reserve Car Park - Construction of an asphalt paved car park adjacent to the new Netball court. Works were completed in June 2018. Total Cost \$415K.
- Baxter Park Soccer Car Park - Works involved the construction of a sealed carpark for 102 vehicles. Works were completed in June 2018. Total Cost \$563K.
- Traffic Upgrades in Woodlands Precinct Langwarrin – Installed traffic treatment devices as per Woodland Precinct Traffic Study (2015/16). Works were completed in June 2018. Total Cost \$815K.

**Key projects ongoing from the 2017/18 Capital Works Program**

Projects totaling \$8.003M are proposed to be carried forward into 2018/19 which is the net position of \$9.108M in expenditure and \$1.105M in income carry forward. Amongst the projects being carried forward are those that are multi-year projects including those detailed below:

- Station Street Mall Upgrade – Upgrade includes new street furniture, paving, tree planting, garden beds, outdoor play, feature lighting. Budget for FY 18/19 is \$968K. Total Project Estimate \$1.35M.
- Seaford Community Centre - Stage 2 (detailed design) in FY18/19. Budget for FY 18/19 is \$69K. Project Estimate \$1.9M.
- Overport Pavilion – Construction in FY 18/19. Budget for FY 18/19 is \$2.02M. Total Project Cost \$3.4M.
- Langwarrin Child & Family Centre – Detailed Design in FY18/19. Budget for FY 18/19 is \$74K. Total Project Estimate \$5.58M.
- Breakwater at Olivers Hill – Detailed Design in FY18/19. Budget for FY 18/19 is \$261K. Total Project Estimate \$15M.
- Ballam Park Soccer Pavilion – Construction in FY18/19. Budget for FY 18/19 is \$1.67M. Total Project Estimate \$4.2M.
- Monterey Soccer Pavilion Upgrade - Increase change room size and the addition of a First Aid room. Budget for FY 18/19 is \$123K. Total Project Estimate is \$3.62M.
- Seaford North Reserve Change Rooms – Construction in FY18/19. Budget for FY 18/19 is \$1.07M. Total Project Estimate is \$1.24M.
- Centenary Park Sports Complex – New Sporting Complex Pavilion. Detailed Design in FY18/19. Budget for FY 18/19 is \$537K. Total Project Estimate is \$27.602M.

In addition to these key new and upgrade projects, the Capital Works Program resulted in the renewal of a number of assets for Frankston. The following is a summary of the assets renewed:

- Over 210,000 square metres of roads were resurfaced with asphalt.
- 1.18km of drainage pipe and 26 drainage pits were constructed”.

**12.4 Capital Works Quarterly Report - Q4 - April - June 2017/18****Executive Summary**

- In excess of 2.61km of footpath and 2.71km of shared paths were reconstructed”.
- 4,545 square metres of car parking was constructed”.
- 109 traffic management devices have been constructed”.
- 107 open space and recreational assets have been installed or replaced”.
- One new pedestrian staircase structure has been installed.

**Financial Impact**

The State Government has introduced the “Fair Go Rates” system, placing a cap on Council rates which has restricted the level of increases that Council can apply to its rate revenue. Rate revenue constitutes 63 per cent of all Council revenue.

The rate cap over the past two financial years has been 2.5 per cent and 2.0 per cent respectively and is 2.25 per cent in 2018-2019.

The rate cap percentages are based on the consumer price index which relates to the average increase in the prices of a range of goods and services, very few of which apply to the cost drivers of providing local government services. The cost of providing Council services has been increasing well in advance of the rate cap applied by State Government.

Over time this trend may lead to a reduction in the levels of service provided to the community and in Councils ability to fund both new facilities and the ongoing renewal of existing facilities.

Council will continue to evaluate the impacts of rate capping annually and needs to be mindful of these outcomes in all Council decisions.

In comparison to the previous year, the performance of 2017/18 is an improvement on the 2016/17 Capital Works Program results. The number of projects in the program was higher and the percentage of budget achieved (% Budget Expended) was higher than in 2016/17. The value of the expenditure carry forward projects decreased from \$15.582M in 2016/17 to a nett \$8.003M in 2017/18 (see comparison table below).

Measure	2017/18 EOFY	2016/17	2015/16	2014/15	2013/14	2012/13
Adjusted Capital Works Budget	\$ 55.012M	\$ 45.075M	\$ 59.120M	\$ 54.166M	\$ 67.596M	\$ 46.580M
Total Projects	250	244	214	230	261	224
Completed	200	118	152	178	178	163
Project Delivery	80%	48%	71%	77%	68%	73%
Carried Forward	\$8.003M (net Council position)	\$15.582M	\$5.496M	\$10.075M	\$ 4.804M	\$ 9.183M
Budget Expended	\$ 46.394M	\$ 27.872M	\$ 52.597M	\$ 40.570M	\$ 61.039M	\$ 34.935M

**12.4 Capital Works Quarterly Report - Q4 - April - June 2017/18****Executive Summary**

Measure	2017/18 EOFY	2016/17	2015/16	2014/15	2013/14	2012/13
Budget Expended (%) Council Performance target	<b>84%</b>	<b>62%</b>	<b>88.9%</b>	<b>74.9%</b>	<b>90.3%</b>	<b>75.0%</b>

**Consultation****1. External Stakeholders**

Council officers responsible for the delivery of individual projects consult with key stakeholders directly during the delivery of the projects.

**2. Other Stakeholders**

The annual results of the 2017/18 capital works program have been communicated with the Financial Services Department, Executive Management Team and will be forwarded to the Audit and Risk Management Committee.

**Analysis (Environmental / Economic / Social Implications)**

A number of Council assets underpin economic systems and provide a vehicle for economic growth and prosperity. Some Council assets seek to improve the environment and amenity of the municipality. Council assets also support services to the community. Better infrastructure asset management practices will enhance these services to the community and promote better health and wellbeing.

**Legal / Policy / Council Plan Impact**Charter of Human Rights and Responsibilities

All matters relevant to the Charter of Human Rights and Responsibilities have been considered in the preparation of this report and are consistent with the standards set by the Charter.

The Charter of Human Rights and Responsibilities has been considered in the preparation of this report but is not relevant to the content of the report.

Legal

There are no statutory obligations or legal implications relevant to the content to the report.

Policy Impacts

Council's Asset Management Policy, Capital Works Program Monitoring Framework and Project Management Protocols are relevant to this report.

Officer's Declaration of Interests

Council officers involved in the preparation of this report have no Conflict of Interest in this matter.

**Risk Mitigation**

The Capital Work Program is managed actively in accordance with Council policies and business rules.

**12.4 Capital Works Quarterly Report - Q4 - April - June 2017/18****Executive Summary****Conclusion**

Delivery of Council's Capital Works Program for 2017/18 was 84% (\$46.393M) of the Adjusted Budget of \$55.012M.

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**ATTACHMENTS**

- Attachment A: [⇒](#) Capital Works Program 2017/18 - Program Summary (*Under Separate Cover*)
- Attachment B: [⇒](#) Capital Works Program 2017/18 - Summary By Department (*Under Separate Cover*)
- Attachment C: [⇒](#) Capital Works Program 2017/18 - Proposed Carry Forward Projects (*Under Separate Cover*)
- Attachment D: [↓](#) Capital Works Program 2017/18 Program Listing



## SCHEDULE OF CAPITAL WORKS DELIVERY - 2017/18

ReM A3496206

### Status

C/F	Carry Forward to FY 18/19
C	Completed
↕	Progress status of the project at the time of assessment
I	Month of assessment

### Project Phase

Planning and Scoping
Design and Documentation
Procurement
Delivery
Handover and Completion

			Overall program	55,012,569	2017/18											
Dept	Project No	Project Title	Project Description	Adjusted Budget (\$)	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18		Status	
Asset Renewal Categories																
Bridges Renewal																
Capital Works Delivery	3847	Minor Bridge & Pedestrian Structures Renewal Program (Level 2 Recommendations)	Renewal works for bridge and pedestrian structures as identified in the Level Two Inspections conducted during October/ November 2015.	245,930											C	
Capital Works Delivery	3846	Major Bridge Renewal Program	Potential Projects under this program include: 1. Esplanade Reserve Staircase- Construct 2. Beauty Park West platform - Construct 3. Beckwith Grove bridge design & construct- (Beckwith cancelled and replace with Lang Link Reserve crossing - Design & Construct )	480,311				Esplanade Staircase			Lang Link Reserve	Lang Link Reserve	Lang Link Reserve		C/F	
Capital Works Delivery	3978	Kananook Creek Bridges and Staircase Renewal	Renewal Works for Timber Staircase Renewal and Bridge Renewal. Carried Forward from 2016/17	-											C	
Capital Works Delivery	3682	Design & Scoping for Bridges & Pedestrian Structures Renewal Program	Design and scoping of renewal works for bridges and pedestrian structures following outcomes of Level 3 Inspections conducted January/ February 2017.	25,000											C	
Capital Works Delivery	2811	Frankston Foreshore - Landmark Bridge - Cathodic Protection	Remedial works to protect bridge structure from corrosion, following Level Three investigation by Pit and Sherry. Schedule of works for 2017/18: • Clean and coating of steel arches • Investigate pile caps for chloride ingress and conduct half-cell potential tests • Injection of cracks at abutments, as well as reinstatement of lost cladding	450,000											C/F	
Facilities Renewal																
Facilities	1237	Structured Recreation Pavilions Renewal Program	Renewal works to be implemented across Council's Structured Recreation facilities. 2017/18 works include: 1) Frankston Bowling Club - Refurbishment of internal toilets 2) Jubilee Indoor Netball Stadium - Repair roof leaking, fix gutter & downpipe, install roof harness point 3) Langwarrin Equestrian Centre Pavilion - Repair termite damage walls, ceiling 4) McClelland Dog Obedience Pavilion - Refurbish existing toilets 5) Riviera Reserve Cricket/Rugby Pavilion - Repair existing synthetic rubber pathway and remove its hazard by replacement with new concrete footpath 6) Delacombe Football/Cricket Pavilion - Refurbish existing pavilion 7) Overport Tennis - minor upgrade.	1,200,000		Langwarrin Equestrian	Jubilee Netball	Frankston Bowling Club	Riviera Cricket	McClelland Dog Obedience	Delacombe Pavilion	Riviera Cricket	Riviera Cricket	Delacombe Pavilion	C	
Facilities	3766	Family Support & Aged Services Facilities Renewal Program	Renewal recommendations to be implemented across Council's Family & Youth facilities. Works to be completed on renewal and compliance items on the following buildings: East Karingal Kindergarten Bayport Kindergarten Bowerbird Kindergarten Ballam Park Kindergarten	1,315,193	Ballam Park	Ballam Park	Bayport	Bowerbird	Bowerbird	Bowerbird	Bowerbird				C	
Capital Works Delivery	4001	Karingal Place Neighbourhood House - Playground Redevelopment	Council will address issues in the existing kindergarten playspace and relocate the occasional care space to a new playground in the area between occasional care room and Maternal and Child Health suite.	349,554											C/F	
Facilities	2641	Communities Facilities Renewal Program	Pines Community Garden - completion of shed Pines Men's Shed has secured Langwarrin Community Centre - Install accessible toilet and upgrade kitchen Lyrebird Community Centre - HVAC renewal. Current system nearing end of economic life Ebdale Hub - Renewal works - Security swipe card and high level windows Orwill Street - Renewal Works - roof repairs; replace timber cladding; repair gutter guard Community Support Frankston Frankston North Community Centre Belveder Copmmunity Centre Orwill Community House - Council NOM	225,000		Langwarrin				Pines Shed		Community Frankston, Orwill Street			C	
Facilities	2834	Civic Centre Server Room Air Conditioning Renewal	Renewal of Civic Centre air-conditioning in server room	70,000											C	
Facilities	3859	Facilities Painting Renewal Programme	Programmed internal/ external painting programme of Council owned and managed facilities throughout the municipality.	430,000											C	



# SCHEDULE OF CAPITAL WORKS DELIVERY - 2017/18

ReM A3496206

## Status

C/F	Carry Forward to FY 18/19
C	Completed
↕	Progress status of the project at the time of assessment
I	Month of assessment

## Project Phase

Planning and Scoping
Design and Documentation
Procurement
Delivery
Handover and Completion

			Overall program	55,012,569	2017/18													
Dept	Project No	Project Title	Project Description	Adjusted Budget (\$)	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18		Status			
Facilities	3532	Civic & Operations Facilities Renewal Program	Renewal recommendations to be implemented across Council's Civic facilities. Works are based on condition and includes works on External Fabrics, Furniture & Fittings, Interior Finishes, Mechanical Services and Structural Elements on the following buildings: Civic Centre: HVAC Remedial Works Civic Centre and Langwarrin Customer Service Centre Renewal	1,348,003					Langwarrin	Civic & HVAC	HVAC	HVAC			C			
Facilities	4143	Facility Maintenance Contract Renewal Program	Recurrent funding for maintenance referrals via Ventia that satisfy Council's capex thresholds. Also facilitates renewal referrals from internal service managers.	350,000											C			
Facilities	4144	Peninsula Aquatic Recreation Centre Renewal Program	Renewal requirement as per the funding programme detailed in the PARC Asset Management Plan: Upgrade of security systems power supply's for all external doors, CCTV cameras in Constrictor water-slide. Replacement of all pools wet deck due to constant breakage	111,000											C			
Facilities	4145	Pines Aquatic Centre Renewal Works	Renewal works referred by service manager for Pines Aquatic Centre. 2017/18 works include: Removal of asbestos, repair roof leaking; Renew the tiling of swimming pool; Repair existing waterslide pump; Pool Lighting	240,000											C			
Arts & Culture	4150	Cube 37 Renewal Works	Renewal works at Cube 37 as requested by Service Manager. 2017/18 works include: Replacement of existing projection blinds and installation of additional blinds. A blind is required on the glass above the main entrance and another to block light from the rear entrance Cube 37 Floor Repairs	50,000											C			
Facilities	4151	Commercial Services Renewal Programme	Facilities renewal programme of Council owned or maintained buildings that are governed by tenancy agreements. 2017/18 works include: Renewal of Victoria Park Pavilion - PLOS Musical Productions	-											Withdrawn			
Arts & Culture	1446	Frankston Arts Centre - Technical Equipment Upgrade	Renewal of technical equipment at the Frankston Arts Centre. 2017/18 works include: Replace main theatre audio console, Update Cube 37 dimmers and lighting console, upgrade to more powerful projector in theatre, FC lighting equipment update.	267,917											C			
Facilities	3705	Arts and Library Facilities Renewal Program	Renewal works to be implemented across Council's Art & Library facilities. Arts & Library Precinct 2017/18 works include the following: 1. Carpet Renewal in Arts Centre's Function Centre, Foyer, Mezzanine Level, (McClelland Gallery), Box Office admin area, back of house 2. Refresh Function Centre and improve equipment rigging positions and power & data infrastructure	657,279											C			
Arts & Culture	3990	Art Centre Projects submitted via Discretionary	Cube 37 Seating Bank Upgrade (automated seating) - House Lighting and Foyer LED replacement - Cube 37 studio floor repairs 8i-fold door Cube 37	380,893											C			
Park Furnishings & Equipment Renewal																		
Capital Works Delivery	3587	Playground Strategy Implementation - Renewal of Playgrounds in Local, Regional & District Parks	Implementation of the Playground Strategy through the design and renewal of play spaces throughout Frankston Council. Potential projects in 2017/18 includes: 1. North Seaford Reserve 2. Bayport Reserve Langwarrin (install 2003). Sub-District Playground. Timber - 3. Bruce Park Frankston South (install 2005). Sub-District Playground - incl. fence replacement (if required) 4. Polaris Reserve Carrum Downs (2001 install) - 5. Darnley Reserve, Snye (2003 install) 6. South Gateway Reserve Langwarrin (2003 install) Sub-District Playground -	788,500							Procure Play Equipment	Procure Play Equipment			C/F			
Capital Works Delivery	3588	Sporting Grounds - Playing Surface Renewal Program	Rolling programme of sporting ground surface renewal, as per recommendations of condition audit of Council's playing surfaces. Detail design & documentation of sports ground surface renewal including drainage, irrigation and water tank. Construction in 17/18 Carrum Downs Oval No 2 Design of Ballam Park	1,221,450											C			
Capital Works Delivery	2735	Sports Lighting Renewal Program	This project includes the design and renewal of sports lighting at Council's active reserves as identified in the Sports Lighting Audit of 2015. The programme will replace existing sports lighting and will provide the required lux levels for the user groups of the playing surface . 2017/18 works include: Lloyd Park Oval 1,2 & 3 - \$750K including \$100K grant income from Sports and Recreation Victoria (SRV)	950,000				Report to Council	Procure Poles						C/F			



# SCHEDULE OF CAPITAL WORKS DELIVERY - 2017/18

ReM A3496206

## Project Phase

Planning and Scoping

Design and Documentation

Procurement

Delivery

Handover and Completion

## Status

C/F

Carry Forward to FY 18/19

C

Completed

↕

Progress status of the project at the time of assessment

I

Month of assessment

			Overall program	55,012,569	2017/18											
Dept	Project No	Project Title	Project Description	Adjusted Budget (\$)	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Status		
Capital Works Delivery	3666	Renewal of Irrigation and Drainage Systems at Council Reserves	This project includes the design and renewal of a irrigation systems at Council reserves. 2017/18 works include: Monterey Reserve Robinsons Park Baxter Park	347,911		Monterey		Robinsons Park	Robinsons Park	Baxter Park	Baxter Park			C		
Capital Works Delivery	3030	Open Space Renewal Program	Rolling renewal programme of Park furniture assets across all Council Reserves and open space. Implementation of the recommendations of the Parks Assets Condition Audit undertaken during 2014/15, as per Council's Asset Management Strategy. Renewal works are undertaken in accordance with the Levels of Service Framework within reserves.	193,736										C		
Capital Works Delivery	3777	Cricket Net Replacement Program	Renewal of cricket net facilities as per Council's Cricket Net Guidelines, completed during 2014. 2017/18: Jubilee Park Lloyd Park East Seaford Reserve Delacombe Park	997,058			Jubilee	Jubilee			Delacombe & East S/For	Delacombe & East S/For	Delacombe & East S/For	C/F		
Capital Works Delivery	4265	Playground Strategy Implementation - Renewal of Playgrounds in George Pentland Botanical Garden	Design and construct. Install Senior equipment and upgrade junior equipment. Amenities remain at current standard Budget Transferred from Project 3587	720,677										C/F		
Capital Works Delivery	4264	Five Reserves Playground - Armata, Riviera, Whistletop, Brolga & Northgateway.	Brolga, Northgateway complete Oct-17, Whistletop, Riviera and Armata playgrounds complete late 2017, all 5 now in defects liability period.	579,000										C		
Capital Works Delivery	4266	Waterfront and Ballam Park Playground	Completion of regional playground construction and ongoing project management of rectification works and defects period.	600,000										C/F		
Capital Works Delivery	3768	Various Reserves - Signage	Renewal of signage at various reserves and public realm spaces, implementing the outcomes of the Signage Strategy - review of park signage undertaken during 2013/14.	50,000										C		
Capital Works Delivery	3813	Renewal of Banner Poles	Ongoing Banner Pole Renewal. In total, 39 of Council's 50 poles will need to be replaced over few years to avoid future potential complications and meet regulation requirements.	65,000										C/F		
Capital Works Delivery	3593	Sporting Ground - Goal Post Replacement Program	Replacement of Goal Posts at various reserves based on age and condition assessment. This is a major risk response initiative adopted by Council. 2017/18 works includes: Lloyd No 1 Eric Bell and Baxter No 7 Frankston Park	35,000										C		
Capital Works Delivery	3592	Sporting Ground - Pitch Cover Renewal	This is ongoing program of renewing and upgrading Council's sporting ground pitch covers. Locations for this years program is Banyan, Ballam East, Peninsula and Delacombe Soccer	20,000										C		
Facilities	1286	BBQ Replacement Program - Major Parks	Replace BBQs based on condition assessment, electrical safety and age.	40,000										C		
Operations	3577	Garden Bed - Retaining Walls	Renewal of parks and garden bed retaining walls in Council reserves.	45,000										C		
Capital Works Delivery	3305	Fence Replacement Program - Internal Fences at Council Reserves	Replace old and damaged internal fences in parks. Identification of projects based on reactive requests from residents dealing with safety and access issues on reserves including cars, playground protection and disabled access. 2017/18 works includes: Delacombe Reserve; Baxter Park - Soccer Fence	150,000										C		
Operations	3585	Playground Undersurfacing Renewal Program	Playground undersurfacing renewal program.	60,595										C		



# SCHEDULE OF CAPITAL WORKS DELIVERY - 2017/18

ReM A3496206

## Status

C/F

Carry Forward to FY 18/19

C

Completed

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Progress status of the project at the time of assessment

I

Month of assessment

## Project Phase

Planning and Scoping

Design and Documentation

Procurement

Delivery

Handover and Completion

Overall program

55,012,569

2017/18

Dept	Project No	Project Title	Project Description	Adjusted Budget (\$)	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Status
Operations	3771	Erosion Control Fence Renewal - Seaford Wetlands & Frankston/Seaford Foreshore	Renewal of the Erosion Control Fence - Frankston & Seaford Foreshore 2016/17 - \$150K ongoing rolling programme	150,000										C
Operations	3421	Fencing Replacement Program - Boundary Fences - Council Reserves	This is an ongoing Council renewal program where residents contribute half the cost for fence replacement that abuts Council reserves. Identification of projects based on reactive requests from residents dealing with safety and access issues on reserves including cars, playground protection and disabled access.	150,000										C
Operations	3992	Foreshore Pedestrian Trails and Beach Entrances Renewal Program	Many of the east-west tracks have reached a renewal intervention level beyond basic maintenance. As per the Draft Coastal Management Plan, a renewal program is required to address trails and entrances across the municipality (~55 entrances staged over a 5 year program) to get them to a safe gradient, made of materials that cope with foot traffic and erosion and present the reserve to the public as a well maintained space.	66,664										C
Capital Works Delivery	3687	Foreshore Minor Capital Works Delivery Renewal Program	Potential Projects under this program include: 1. Shower Combo at Keast Park and Seaford Pier 2. Drinking Fountain at Jubilee Park, Comfort Station, Waterfront Park.	98,317				Sweet Water Ck retaining wall	Sweet Water Ck retaining wall					C
Plant & Fleet Renewal														
Sustainable Assets	1304	Plant & Equipment Replacement	Replace items of heavy vehicles and plant at the end of their planned service life. Replacements in 2017/18: Wiedemann G6-360 Vertidrain; Jacobsen GA Aerator; Toyota Coaster Bus; Hitachi LX70 Front End Loader; 3" Smooth Roller; John Deere 2500BD Greens Mower; Iseli SF370 Out Front Mower; John Deere D130 Ride-on Mower; Pegasus Howard Stealth; MacDonald Johnston VT605 Suction Sweeper;	1,192,000										C
Sustainable Assets	1234	Light vehicles Replacement	Replacement of existing motor vehicles at planned service life.	1,200,000										C
Sustainable Assets	3959	Minor Plant & Equipment Replacement	Replacement of existing minor plant and equipment at planned service life. Renewal of minor plant and equipment includes minor Council assets such as blowers, brush cutters, chainsaws, grinders, edgers, push mowers, etc.	40,000										C
Office Furniture & Equipment Renewal														
Arts & Culture	1469	Library Collection	Annual purchase of collection stock to provide access to relevant and useful information to the community, to promote life long learning opportunities across age spans, to attract increased online membership and use of innovative IT, to enhance special programs. A 10 year asset management plan has been created to guide the budget each year to maintain a healthy, vibrant and productive collection.	700,000										C
Facilities	1288	Office Furniture & Equipment Renewal	To meet staff and O.H. & S. requirements.	82,000										C
Facilities	4146	Furniture Renewal at Bruce Park Hall	The current tables and plastic chairs are old and heavy. The seniors group has expressed their concerns about getting them up/packing them away. Renewal of 144 chairs + 3 trolleys and 18 tables + 2 table trolleys. Cost based on replacement of similar furniture at Langwarrin Hall during 2015/16.	30,000										C
Business Information Technology (BIT)	1294	Annual Device Renewal	Annual renewal of a quarter of council's PC fleet (total of 650 devices). Programme now incorporates renewal of Council's mobile devices where warranty is expiring.	109,056										Withdrawn
Business Information Technology (BIT)	1302	Web Maintenance	Actions from Council's digital strategy, Corporate website redevelopment, FAC website general enhancements.	74,166										C



# SCHEDULE OF CAPITAL WORKS DELIVERY - 2017/18

ReM A3496206

## Project Phase

Planning and Scoping

Design and Documentation

Procurement

Delivery

Handover and Completion

## Status

C/F

Carry Forward to FY 18/19

C

Completed

↕

Progress status of the project at the time of assessment

I

Month of assessment

			Overall program	55,012,569	2017/18												
Dept	Project No	Project Title	Project Description	Adjusted Budget (\$)	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18		Status		
Business Information Technology (BIT)	1305	GIS Mobile Computing Hardware Renewal	GIS Mobile Computing Hardware Renewal	-											Withdrawn		
Business Information Technology (BIT)	1309	GIS - Aerial Photography Update	Aerial photography to assist staff in identifying changes - Move to the latest versions	19,747											C/F		
Business Information Technology (BIT)	1312	Frankston Asset Management Information System (FAMIS)	Continue to address the system requirements. Project Mgr, Vendor support, 4 Mobile devices System used to manage Council's assets, including roads, trees, footpaths, buildings, etc.	527,770											C/F		
Business Information Technology (BIT)	1590	Annual File Server Replacement Program	Server replacement to keep up with growing infrastructure needs. Replace 3x Server hosts at the DR site	-											Re-allocated		
Business Information Technology (BIT)	2695	Public PC Replacement	Public PC Replacement	12,258											C		
Business Information Technology (BIT)	3096	Pathway Maintenance	Ongoing review and improvement of processes to facilitate online customer self-service options System used to manage rates, properties, customer requests, animals, permits (planning, building, environmental health, local laws, infrastructure, parks, and trees), infringements, electoral roll, recycling, customer self-service payments, etc.)	40,000											C		
Business Information Technology (BIT)	3698	TCM System Enhancements	To make preparation for and implement MyAgedCare (MAC) changes to meet requirements of the Age Care Reforms.	2,424											C		
Business Information Technology (BIT)	3779	Kern Mobile Implementation to support AMIS	Purchase of Kern Mobile licences for the Paris team.	-											Re-allocated		
Business Information Technology (BIT)	3781	ProVenue Ticketing software replacement	ProVenue Ticketing software replacement	4,180											C		
Business Information Technology (BIT)	3785	GIS Functionality Enhancements	Provide all Pathway PCS and IntraMaps GIS users with the ability to easily transfer information between applications, by purchasing the Pathway Create Customer Request module (API) that will allow direct integration into IntraMaps GIS.	7,850											C		
Business Information Technology (BIT)	3786	Spydus Software Replacement	Library system is at end of contract, required to go to tender.	159,896											C/F		
Business Information Technology (BIT)	3790	Ungerboeck Functionality Enhancements	Build on the existing functionality by adding more facilities and introducing changes to increase the benefits and Integrate with Optergy BMS.	29,742											C/F		
Business Information Technology (BIT)	3818	Data Management Plan Actions	Vendor assistance to expand reporting capability to enable more reliable and efficient officer self-service reporting opportunities across Council (Data warehouses are used to support Council-wide system reporting)	16,500											C		
Business Information Technology (BIT)	3823	Infocouncil System Enhancements	Further develop Infocouncil enhancements to include different meeting types.	6,000											C		



# SCHEDULE OF CAPITAL WORKS DELIVERY - 2017/18

ReM A3496206

## Project Phase

Planning and Scoping

Design and Documentation

Procurement

Delivery

Handover and Completion

## Status

C/F

Carry Forward to FY 18/19

C

Completed

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Progress status of the project at the time of assessment

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Month of assessment

			Overall program	55,012,569	2017/18										
Dept	Project No	Project Title	Project Description	Adjusted Budget (\$)	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Status	
Business Information Technology (BIT)	3862	Grant Management Functionality Enhancements	Procurement and implementation of a Grant Management Solution for Council including both Grant distribution and Grant requests.	15,594										C	
Business Information Technology (BIT)	3880	Establish Future State Business & Application Architecture	Establish Future State Business & Application Architecture	-										Re-allocated	
Business Information Technology (BIT)	3926	Microwave Network Renewal	Carrum Downs microwave renewal including replacement of mast and upgrading equipment and purchase of a licensed frequency.	80,000										C/F	
Business Information Technology (BIT)	3960	Network & Comms Infrastructure Renewal	Replacement of network cabling management and switches	29,266										C	
Business Information Technology (BIT)	3962	Shoretel VOIP Renewal	Renewal of Shoretel software for Council's VOIP.	26,108										C/F	
Business Information Technology (BIT)	3963	GIS Software Renewal	MyAddress and Intramaps - Move to the latest versions	20,770										C/F	
Drainage Renewal															
Capital Works Delivery	3971	Drainage pipes & pits renewal/upgrade - Aged-based asset condition evaluation & replacement	Minor drainage renewal and upgrade works across the municipality based on asset condition (annual drainage improvement program)	311,000										C	
Operations	3458	Easement Drainage Pit Alterations	Works identified during the inspection of drainage within easements. Pits to be raised is expected to be approx. 700 per year.	150,000										C	
Capital Works Delivery	4155	Drainage Renewal Works in Council Reserves	Drainage renewal works in Council reserves to improve stormwater management, flooding and ponding.	200,000										C	
Capital Works Delivery	3561	Frankston South Drainage Strategy - Moonah Street Drainage Works	FCC Brick Pit (ID 21531) is located within Frankston Freeway and damage to pit and pipes is occurring. Potential solution may involve replacement of complete drainage line (375mm like for like) between Pit ID 21532 and 21530. (Design only)	-										C	
Engineering Services	3996	Seaford Drainage Strategy	Program of drainage works for Seaford (Design only)	25,000										C/F	
Capital Works Delivery	3997	Frankston South Drainage Strategy - 9 Williams Street Drainage Works	Design, flood modelling in FY17/18 Construction in FY18/19	240,407										C/F	
Road Renewal															
Capital Works Delivery	2657	Road Renewal Program	2017/18 works include: Lindrum Road, Frankston Golf Links Road - between Robinsons Road and Peninsula Link McMahons Road, Frankston Deil Road, Frankston McClelland Drive - between North Road and Golf Links Road Cranbourne Road Service Lane (near 220 Cranbourne Road)	3,225,000										C	



# SCHEDULE OF CAPITAL WORKS DELIVERY - 2017/18

ReM A3496206

## Project Phase

Planning and Scoping

Design and Documentation

Procurement

Delivery

Handover and Completion

## Status

C/F

Carry Forward to FY 18/19

C

Completed

↕

Progress status of the project at the time of assessment

I

Month of assessment

Overall program				55,012,569	2017/18										Status
Dept	Project No	Project Title	Project Description	Adjusted Budget (\$)	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18		
Capital Works Delivery	3324	Warrandyte Road (South) - Golf Links to 400 metres North	Road widening and reconstruction of Warrandyte Road from ~400 metres of Warrandyte Road to Golf Links Road. Revert to original Description	760,000					Council Pre-approval	Council Pre-approval					C
Capital Works Delivery	4156	Hastings Road Service Lane	Road Improvement works (Design only)	40,000											C/F
Capital Works Delivery	4157	Hall Road (E/B) Road Rehabilitation - Frankston-Dandenong Rd to McCormicks Rd	Asphalt overlay (1300m) - deep lift patches (further investigation required) - at places kerb and channel reinstatement.	50,000											C
Capital Works Delivery	4158	Hall Road (E/B) - Road Overlay - Lyrebird Dr to McCormicks Rd	Asphalt overlay (750m) - deep lift patches (further investigation required) - at places kerb and channel reinstatement.	-											Re-allocated
Capital Works Delivery	4159	Skye Road Rehabilitation	Investigation and design required 2017/18, construction 2018/19.	50,000											C
Capital Works Delivery	3998	Warrandyte Road Widening & Reconstruction (North) - Robinsons Road to No 400 Warrandyte Road	Road widening and reconstruction of Warrandyte Road from Robinsons Road to 400 Warrandyte Road. Design only. (Not funded by Roads to Recovery grant funding from the federal government).	27,998											C
Road Related Infrastructure Renewal															
Capital Works Delivery	4246	Roadway Guard rail Renewal Program	Prioritised implementation of recommendations to upgrade barrier and guardrails over a 3 year period to comply with current standards. Potential 2017/18 works locations include: Paddington Avenue Pindara Boulevard Leisureland Drive Overport Road	100,000											C
Operations	4023	On-Street Retaining Wall Renewal Program	Replacement of Council retaining walls located within road reserves throughout the municipality. 2017/18 works are based on assessments via zone works in accordance with Council's Road Management Plan. 2017/18 works include: Mt. Erin Drive, McClelland Drive, Frankston (near hospital)	40,000											C
Engineering Services	3344	Traffic Management Devices - Renewal Programme	Renewal of traffic management devices as required by the overlay program and as identified by condition audits and in consultation with City Works. Designs to include consideration of Water Sensitive Urban Design (WSUD). 2017/18 works include: Culcairn Drive - Renewal of Raised Pavement Markers x2 Halifax Street - Renewal of Raised Pavement Markers	25,000											C
Operations	4160	Street Lighting Renewal Program	Replacement of street lighting throughout the municipality in conjunction with the energy provider. Program includes re-instatement of standard lighting poles and all non-standard public lighting.	20,000											C
Kerb Renewal															
Capital Works Delivery	3565	Kerb Renewal Program	Annual kerb renewal program - Potential locations for this year includes: Queen Street, Dandenong Road East, Cornell Court, Culium Place, Dalkeith Court, McMohan Road Bindi Close, Holmes Street, Frailton Crescent, Gattinara Drive, Furneaux Court, Park Street, Florida Way and Frankston Dolphins UPL Park	465,000											C
Footpaths Renewal															
Operations	2812	Footpath Renewal Program	Renewal of asphalt and concrete footpaths as Identified by Council's Road Management Plan inspections and Civil Infrastructure Maintenance (CIM) referrals. Programme includes renewal of both private and Council vehicle crossings damaged by Council assets across the municipality.	1,200,000											C



# SCHEDULE OF CAPITAL WORKS DELIVERY - 2017/18

ReM A3496206

## Project Phase

Planning and Scoping

Design and Documentation

Procurement

Delivery

Handover and Completion

## Status

C/F

Carry Forward to FY 18/19

C

Completed

↕

Progress status of the project at the time of assessment

I

Month of assessment

			Overall program	55,012,569	2017/18											
Dept	Project No	Project Title	Project Description	Adjusted Budget (\$)	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Status		
Operations	3999	Shared Path Renewals	Safety upgrades of bicycle paths as identified by a bicycle safety survey running from February 2016 to April 2016 across a number of Councils in Melbourne. From the survey, Council will receive a list of safety issues and suggestions from the public that will be integrated with crash history and recommendations of the Bicycle Strategy for capital works implementation.	100,000										C		
Operations	3563	Bicycle Path Safety Upgrades	Safety upgrades of bicycle paths as identified by a bicycle safety survey running from February 2016 to April 2016 across a number of Councils in Melbourne. From the survey, Council will receive a list of safety issues and suggestions from the public that will be integrated with crash history and recommendations of the Bicycle Strategy for capital works implementation.	40,000										C		
Operations	3958	Pathway Renewal - Council Reserves	Pathway Renewal within Council Reserves. Projects scheduled for 2017/18: 1. Beauty Park; 2. Lavender Hill Reserve; 3. Edinbugh Reserve; 4. Darnley Reserve; 5. Balliam Park.	100,000										C		
Capital Works Delivery	3972	CAA Streetscape - Footpath / Pedestrian Renewal Works	Renewal Program for footpath areas throughout CAA precinct in support of priority locations identified by the Frankston Futures Team, in conjunction with the Transit Interchange redevelopment.	60,000										C/F		
Car Park Renewal																
Capital Works Delivery	3328	Carpark Renewal Program	Monterey Reserve - convert access roads to shared path Seaford North Reserve carpark - design only Eric Bell Reserve carpark pavement Riviera Carpark - Seaford North	409,438										C		
Public Artworks Renewal																
Capital Works Delivery	3803	Public Artworks Renewal Program	Public Artworks Renewal Program. 2017/18 - Sight Lines for Frankston Pier -maintenance work required.	290,000										C/F		
Compliance Categories																
Bridges Compliance																
Capital Works Delivery	3723	Vehicle Bridge Barrier & Guard Rail Compliance Program	Prioritised Implementation of recommendations to upgrade barrier and guardrails over a 3 year period to comply with current standards. 1. Culvert crossings along Taylors Road (p3); 2. Culvert crossing Hall Road; 3. Culvert crossing in Sherwood Court; 4. Culvert crossing in Benvol Road; 5. Culvert crossing in Gum Hill Drive; 6. Culvert crossing in Maraline Road.	150,000										C		
Capital Works Delivery	3969	Bridge and Pedestrian Structures - Compliance and Safety Upgrades	Implementation of compliance and public safety upgrades to Council's bridge and pedestrian structures. Program derived from the Level 2 Bridge Inspection audit recommendations conducted during 2015.	354,146										C		
Facilities Compliance																
Facilities	4115	Belvedere Community Centre	Renewal works (ramp compliances; main entrance landing and door trip hazard; accessible toilet compliance; landing at playground entrance)	-										Withdrawn		
Facilities	4161	Lyrebird Community Centre	HAVAC upgrade & Toilet door compliance work	60,000										C		
Facilities	4162	Langwarrin Community Centre	Renewal works -ODA Entrance upgrade	30,000										C		



## SCHEDULE OF CAPITAL WORKS DELIVERY - 2017/18

ReM A3496206

<b>Status</b>	
C/F	Carry Forward to FY 18/19
C	Completed
↕	Progress status of the project at the time of assessment
	Month of assessment

				<div>Project Phase</div> <div>Planning and Scoping</div> <div>Design and Documentation</div> <div>Procurement</div> <div>Delivery</div> <div>Handover and Completion</div> <div>Overall program</div>												55,012,569												2017/18																																			
				<div>C/F</div> <div>Completed</div> <div>Progress status of the project at the time of assessment</div> <div>Month of assessment</div>																																																											
Dept	Project No	Project Title	Project Description	Adjusted Budget (\$)	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Status																																																	
Facilities	4163	Karingal Place	Karingal Place compliance works (following review of occupancy certificate) Renewal works (nosing and TFSIs on stairs; HVAC system; accessible toilet upgrades)	110,000										C																																																	
Facilities	4164	Karingal Place	Renewal works (nosing and TFSIs on stairs; HVAC system; accessible toilet upgrades)	-										Re-Allocated																																																	
Facilities	4165	Community Support Frankston	HVAC upgrade & building compliance	65,000										C																																																	
Facilities	3807	Arts & Libraries Compliance Program	Compliance recommendations to be implemented across Arts & Library Buildings as follows: 2017/18 - Stairs to mezzanine - Existing stairs are not provided with downturns to handrails at each end, no tactile indicators, no contrast coloured non-slip nosings to treads and stair 15 has open risers 2018/19 - Implementation of compliance recommendations from 2013 audit in line with 2017/18 FAC planning and design.	60,000										C																																																	
Parks & Leisure Compliance																																																															
Operations	1299	Risk Management Works within Council Reserves	Risk management program to alleviate reactive high risk issues within Council reserves and Open Space. Ongoing program on risk assessment safety program on Council's reserve inventory.	50,000										C																																																	
Playgrounds Compliance																																																															
Operations	3584	Playground Improvements/Demolition	Works identified through annual Australian Standards Audit (conducted annually in August), removal of treated pine play structures and major modifications. The Annual program is based on the results from the audit. This report has been ongoing for over 10 years and has produced significant improvements in the asset type across the city.	50,000										C																																																	
Recycling Services	3579	Frankston Tip Risk Management Strategy Implementation	Rehabilitation of closed landfill cells at McClelland Drive in accordance with EPA requirements. Work includes vegetation rehabilitation as prescribed by recommendations from the Landfill Situational Analysis.	211,281										C/F																																																	
Footpaths Compliance																																																															
Operations	3440	Bicycle Chicane Upgrades	Replace/upgrade existing pedestrian barriers with FCC standard design - SD 345. Current pedestrian barriers do not provide access for bicycles & disability scooters etc.	30,000										C																																																	
Operations	3562	Crossings Program	Installation of new crossings as per RMP inspections and upgrade/relocation of existing pram crossings to DDA standards.	60,000										C																																																	
Discretionary - New and Upgrade Categories																																																															
Aquatic Services																																																															
Facilities	4166	PARC Bird Netting	Bird netting for roof protection of PARC	40,000										C																																																	
Facilities	4167	Pines Pool Deck Lighting	Increase pool deck lighting to improve functionality of Pines	-										Withdrawn																																																	



# SCHEDULE OF CAPITAL WORKS DELIVERY - 2017/18

ReM A3496206

## Project Phase

Planning and Scoping

Design and Documentation

Procurement

Delivery

Handover and Completion

## Status

C/F

Carry Forward to FY 18/19

C

Completed

↕

Progress status of the project at the time of assessment

I

Month of assessment

Overall program				55,012,569	2017/18										Status
Dept	Project No	Project Title	Project Description	Adjusted Budget (\$)	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18		
Facilities	4168	PARC Basement Sump Pump	Install sump pump in basement at PARC to avoid flooding	-										Withdrawn	
Arts & Cultural Services															
Facilities	4169	Frankston Arts Centre - Lounge	1) Upgrade the office space in the green room into Green Room VIP Lounge, by refurbishing the existing wall, ceiling and floor,including AudioVisual fit out. 2) Provide new amenity facilities to serve the proposed Lounge by installing new toilet and store room. 3) Upgrade the existing balcony to serve the newly completed pop up cafe by installing new balustrade and weatherproof canopy. 4) Purchase of loose furniture for the proposed Lounge.	300,000										C	
Arts & Culture	4003	Technical Upgrade	Upgrade of studio equipment - including Lounge furniture and Projector for conferences.	45,285										C	
Arts & Culture	4005	Virtual Reality Studio	Frankston Arts Precinct - Fit out room with new infrastructure and equipment for editing studio.	6,738										C	
Arts & Culture	4006	Glass Cube Day Blinds	Frankston Arts Precinct - Installation of a Power Outlet for Blinds In Cube 37 entrance	10,000										C	
Capital Works Delivery	4128	Upgrade to carpark for Arts Centre	Car park access control works Car park signage, line marking & clean up	431,195										C/F	
Bicycle Facilities															
Capital Works Delivery	4170	Frankston-Dandenong Road	Shared path from Knox Street to Bawden Street	36,000										C	
Capital Works Delivery	4171	Frankston-Flinders Road	Shared path from Escarpment Drive to Stotts Lane (Design only)	20,000										C	
Capital Works Delivery	4172	Ballarto Road	Shared path from Siye Primary School to Siye Reserve (Design only)	22,000										C	
CAA Initiatives															
Frankston Revitalisation	4015	Station Street Mall Upgrade (Stage 1 - west of Clyde Street) - Tender and Construction (on going Project)	Upgrade includes new street furniture, paving, tree planting, garden beds, outdoor play, feature lighting	551,477										C/F	
Frankston Revitalisation	4013	Nepean Highway Boulevard Stage 1 - Detail Documentation and Construction	Nepean Highway Beach street to Davey St. Scope of works to be approved by Council through schematic design phase.	27,473										C/F	
Frankston Revitalisation	4016	Shannon Mall Upgrade - Tender and Construction	Upgrade includes new street furniture, paving, tree planting, garden beds, outdoor play, feature lighting.	40,000										C/F	



# SCHEDULE OF CAPITAL WORKS DELIVERY - 2017/18

ReM A3496206

## Project Phase

Planning and Scoping

Design and Documentation

Procurement

Delivery

Handover and Completion

## Status

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Dept	Project No	Project Title	Project Description	Adjusted Budget (\$)	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18		
Frankston Revitalisation	4176	Clyde St Mall Upgrade	Upgrade Includes new street furniture, paving, street lighting, street trees and garden beds.	110,000											C/F
Frankston Revitalisation	4014	Playne St streetscape upgrade - Design	Playne Street to Young Street. Include paving, treeplanting, streetlighting and furniture upgrade.	39,626											C/F
Frankston Revitalisation	4017	Ross Smith Avenue East upgrade - Design	Clyde Street Mall to Young Street. Include paving, treeplanting, streetlighting and furniture upgrade	32,099											C/F
Frankston Revitalisation	4018	Thompson Street Upgrade - Design	Thompson St . Install Signage, repaving, furniture and planting	40,150											C/F
Frankston Revitalisation	4133	Sentinel Relocation	Sentinel Relocation	6,970											C
Civic and Corporate Building Upgrade															
Operations	4019	Operations Centre Redevelopment & Staff Accommodation	Design and scoping for Relocation of the Operations Centre (feasibility and concepts).	-											Withdrawn
Community Facilities & Meeting Places															
Facilities	4021	Seaford Community Centre - Upgrade and Expansion	Concept Design for new Seaford Community Centre Multi year Project	83,076											C/F
Facilities	4134	Pines Mens Shed Heating	Pines Mens Shed Heating	10,000											C/F
Capital Works Delivery	4178	Frankston South Community and Recreation Centre - New Footpath	Complete footpath to the rear of the "Hangout" at the rear of the Centre	20,000											C
Facilities	4179	Ebdale Hub – Installation of New Air-conditioning Units	Air condition rooms 9, 10, 12, 15 to enable hire of offices currently unoccupied due to no heating or cooling (Ebdale Hub was a former Aged Care site that OM180 (6 July 2009) endorsed the use as a Community Hub and Learning Centre including tenants but the final build omitted inclusion of air conditioning in some offices)	12,000											C
Facilities	4180	Frankston South Community and Recreation Centre Training Café	Upgrade to the FSRC to provide a café fit-out. Café could also be utilised to provide barrista and hospitality training.	290,000											C
Capital Works Delivery	4072	Seaford Community Centre	Design of new community centre junior playspace on Station Street	20,000											C
Facilities	3756	Delacombe Park Preschool Extension	Extension and refurbishment of Preschool complete Defects liability period underway.	9,926											C



# SCHEDULE OF CAPITAL WORKS DELIVERY - 2017/18

ReM A3496206

## Project Phase

Planning and Scoping

Design and Documentation

Procurement

Delivery

Handover and Completion

## Status

C/F

Carry Forward to FY 18/19

C

Completed

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Progress status of the project at the time of assessment

I

Month of assessment

Overall program				35,012,269	2017/18										Status
Dept	Project No	Project Title	Project Description	Adjusted Budget (\$)	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18		
Health and Human Services															
Facilities	4022	Playroom Upgrades	As identified in the Community Infrastructure Plan. Concept design only for the playroom Bowerbird Preschool Bayport Preschool Ballam Park Preschool Paratea Preschool Langwarrin Park Pre-school	28,225											C
Facilities	4181	Langwarrin Child & Family Centre	Provision of a new (3 playrooms) kindergarten facility and MCHC along with a (community) meeting room - Planning (16/17) Design (17/18), construction (18/19). This project would result in the consolidation of Langwarrin Kindergarten and Wonnai Kindergarten and Langwarrin MCH. Proposed sale of these sites to (part) fund new facility.	135,000											C/F
Facilities	4182	Seaford Child & Family Centre	Provision of a new (3 playrooms) kindergarten facility and MCHC along with a (community) meeting room - Planning (18/19) Design (19/20), construction (20/21). This project would result in the consolidation of Seaford Kindergarten and Riviera Kindergarten and Seaford MCH. Proposed sale of the Seaford Kinder site to (part) fund new facility.	9,330											C
Facilities	4183	Montague Park Kindergarten -Construction of Verandah and Decking	Construction of a covered verandah and extension to the existing decking.	100,000											C
Information Services															
Business Information Technology (BIT)	3964	Contract Management System	Tender and implement for a replacement contract management system with link to Tech1.	200,000											C/F
Business Information Technology (BIT)	3994	Parking Enforcement Hand Held Device Replacement	Parking Enforcement Hand Held Device Replacement	16,759											C
Business Information Technology (BIT)	3995	Pharos Public PC and Booking system	Pharos Public PC and Booking system	37,793											C
Business Information Technology (BIT)	4033	ReM renewal and health check	Upgrade to the latest version of HPRM. Review and ensure environment configuration is optimised.	42,704											C/F
Business Information Technology (BIT)	4035	TicketServ Functionality Enhancements	Optimise the use of TicketServ by improving customer service and access and training more staff.	-											C
Business Information Technology (BIT)	4153	Digitise local history audio and audio visual	Preserve, archive and make available to the wider community the irreplaceable local stories currently held on audio tape in the Frankston City Libraries local history collection.	12,000											C
Business Information Technology (BIT)	4154	Library Lending tablet renewal	Replace library tablets that are reaching end of life	11,000											C
Arts & Culture	2808	Library Furnishing & Equipment Renewal	Over 500,000 visitors to the library each year and specific areas of library furniture need to be renewed and replaced. Lounge chairs are replaced on a 3 year cycle, while others ( desks, chairs & table) are replaced every 5 years. Library trolleys should be replaced every 10-15 years due to the huge volume of work they perform in circulating. Trolleys currently in used are mainly between 13 - 16 years old and have been through 3 maintenance checks to update faulty trolleys.	1,685											C
Business Information Technology (BIT)	4184	FAC POS system	There are venue areas within the FAC and Cube37 that require Point of Sale (POS) devices, without these it restricts Council's ability to create, sell and manage ticketing packages across FAC venues.	67,716											C/F



## SCHEDULE OF CAPITAL WORKS DELIVERY - 2017/18

ReM A3496206

### Project Phase

Planning and Scoping

Design and Documentation

Procurement

Delivery

Handover and Completion

### Status

C/F

Carry Forward to FY 18/19

C

Completed

↕

Progress status of the project at the time of assessment

I

Month of assessment

Overall program				55,012,569	2017/18										Status
Dept	Project No	Project Title	Project Description	Adjusted Budget (\$)	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18		
Business Information Technology (BIT)	4185	Additional hardware for FSCRC and Ebdale	Frankston South Community Recreation Centre: Install 2 x public internet access computers; provide a computer for smart TV (laptop or desktop). Ebdale Hub: Provide a computer for smart TV (laptop or desktop).	11,500											C/F
Business Information Technology (BIT)	4186	Mahogany Rise - 2 iPads	Children with support from their educators will have flexible access to the internet and relevant programs to enable an extension of their learning and promote opportunities for richer language development.	1,324											C
Business Information Technology (BIT)	4187	Digital Arts & Culture Tours	Provide an interactive smartphone app that provides residents and attracts visitors with tours of the city, promoting it's natural, architectural, historical and cultural assets and drawing more people into the area.	4,158											C
Business Information Technology (BIT)	4188	Fleet Management module and tablets	Link to Tech1. Software and tablets to support scheduling, update maintenance schedules, allow technicians to focus on maintenance tasks instead of manual paperwork.	-											C
Business Information Technology (BIT)	4247	ReM Image Management Solution	A Council-wide software solution to manage Council's visual resources, with the ability to easily search and locate appropriate images.	76,000											C/F
Business Information Technology (BIT)	4248	TechnologyOne CAnywhere Renewal	Finance system - Move to the next generation platform. Prerequisite for several other projects.	164,829											C/F
Libraries & Learning Services															
Facilities	4189	New Integrated Facility for Langwarrin and Langwarrin South (including Library)	Concept Design to be undertaken in 2017/18 for a multi use facility to incorporate community services including library resources. Grant anticipated to be on a 1.5:1 basis.	-											Re-allocated
New Plant & Fleet															
Sustainable Assets	4190	Centenary Park Golf Course - Fuel Tank Upgrade	Purchase of two new 1000 litre fuel tanks and electronic monitoring system at Centenary Park Golf Course valued @ approximately \$15 - 30K (Pitcher Partner internal audit recommendation).	31,464											C
Capital Works Delivery	3089	Installation of CCTV cameras	As part of the Safer Streets Programme & Community Crime Prevention Federal Grants for CCTV cameras for Belvedere Shops, Frankston Foreshore and Young Street	174,150											C
Open Space, Foreshore & Unstructured/ Passive Initiatives															
Capital Works Delivery	4191	Ballam Park Master Plan Implementation	Ballam Park Master Plan priorities includes works for:- 1. Significant tree planting 2. Redevelop fountain area 3. Complete pathway network 4. Establish link between park and homestead	50,000											C/F
Capital Works Delivery	4192	Jubilee Park Master Plan Implementation	Scope of works include: 1. Extensive new car parking and road modifications 2. Redevelop and extend 'trotting track' oval 3. Pathways through reserve 4. Tree planting Club Projects	50,000											C
Capital Works Delivery	4193	Off Leash Dog Area	Construction of an off leash dog park	76,000											C/F



# SCHEDULE OF CAPITAL WORKS DELIVERY - 2017/18

ReM A3496206

## Project Phase

Planning and Scoping

Design and Documentation

Procurement

Delivery

Handover and Completion

## Status

C/F

Carry Forward to FY 18/19

C

Completed

↕

Progress status of the project at the time of assessment

|

Month of assessment

Overall program				35,012,569	2017/18										
Dept	Project No	Project Title	Project Description	Adjusted Budget (\$)	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Status	
Capital Works Delivery	4194	Breakwater at Olivers Hill	Design of a breakwater adjacent to the jetty at Olivers Hill (Design only)	125,000										C/F	
Engineering Services	4195	Signage in Parks and Reserves	placement of A3 signage in Parks and Reserves (for deterring monkey bikes and dumped rubbish).	9,000										C	
Capital Works Delivery	4471	Robinsons Reserve Water Recycling Scheme	Pumping system at Baxter Park for Robinsons Road Recycled Water Scheme	415,513										C	
Capital Works Delivery	4046	Long Island Development Strategy	NE end of Long Island - Stage 5: Existing road demolition, creek edge reformation, picnic facilities, informal play area, and reveg. planting. Stage 6: Resolution of pedestrian and maintenance access through car park	152,160										C	
Capital Works Delivery	4047	Seaford Foreshore	A landscape design is being prepared for the Long Island entrance (near tennis courts) to the North/South track, the design will include pedestrian movements across Gould st to the Kananook track	142,934										C/F	
Capital Works Delivery	4048	Trotting Track Precinct - stage 2 - Jubilee Park - Design	Design to include : Realignment of the existing Netball entry, Cricket Pavilion access road, Retaining Walls and Carparking. Confirm Oval configuration.	30,000										C	
Capital Works Delivery	4030	George Pentland Botanic Gardens - Signage	Design, supply and installation of botanical and interpretive signage.	43,358										C	
Capital Works Delivery	4051	Shade Structures - Keast Park	Design and construct shade structure to Keast Park playground and picnic tables	46,997										C/F	
Capital Works Delivery	4053	Works in Keast Park	Design and construct lookout platform, relocate fenceline, dune stabilisation, interpretive signage and tree planting	129,619										C	
Capital Works Delivery	4054	Fencing in Jubilee Park	Install a 1200mm high post and wire farm-style fence around the perimeter of the lake (250m)	106										C	
Pathways (Footpaths and Shared Paths)															
Capital Works Delivery	4196	Centre Road	Footpath from Langewan Road to Aqueduct Road	-										Withdrawn	
Capital Works Delivery	4197	Ballarto Road (south side)	Footpath from McCormicks Road to McClelland Drive	-										Withdrawn	
Capital Works Delivery	4198	Robinsons Road	Shared path from Penlink Trail to Baxter Trail (Design only)	22,000										C/F	



# SCHEDULE OF CAPITAL WORKS DELIVERY - 2017/18

ReM A3496206

## Project Phase

Planning and Scoping

Design and Documentation

Procurement

Delivery

Handover and Completion

## Status

C/F

Carry Forward to FY 18/19

C

Completed

↕

Progress status of the project at the time of assessment

I

Month of assessment

Overall program				55,012,569	2017/18										
Dept	Project No	Project Title	Project Description	Adjusted Budget (\$)	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Status	
Capital Works Delivery	4200	Ballarto Road (south side)	Footpath from McClelland Drive to opposite Paras Drive	776										C	
Capital Works Delivery	4201	McCormicks Road	Shared path from Thompson Road to Sandhurst Boulevard (Design only)	13,000										C	
Capital Works Delivery	4202	Ballarto Road	Footpath from western boundary 270 Ballarto Road to bus stop west of Flinders College (Design only)	30,000										C	
Capital Works Delivery	4135	Seaview Road	Footpath from Baden Powell Drive to Overport Road	160,700										C	
Capital Works Delivery	4204	Golf Links Road (P)	Shared path from Robinsons Road to Baxter Trail	205										Withdrawn	
Capital Works Delivery	3101	Citywide Pathway and Cycle Way Plan Development - McClelland Drive Shared Path	Project scope: Design of 2.5m wide concrete shared path (1.6km) within the road reserve of McClelland	50,000										C	
Capital Works Delivery	3896	Gerald Drive Langwarrin	Gerald Drive Langwarrin	31,073										C	
Capital Works Delivery	3901	Uddesdale Avenue	Fenton Street to Nepean Highway	156,277										C	
Capital Works Delivery	4067	Nepean Highway (east side)	Footpath from Bruarong Crescent to Fleetwood Crescent	64,499										C	
Playground & Playspace Initiatives															
Capital Works Delivery	4205	Yamala Reserve - New Local Playground Installation	New local playground installation - Yamala Reserve Design 17/18, Construct 18/19	20,000										C	
Capital Works Delivery	4206	Wisewould Reserve - New Local Playground Installation	New local playground installation - Wisewould Reserve Design 17/18, Construct 18/19	18,500										C	
Capital Works Delivery	4207	Flame Robin Reserve - New Local Playground Installation	New local playground installation - Flame Robin Reserve Design 17/18, Construct 18/19	18,000										C	
Capital Works Delivery	4208	Clifton Grove/Pagett Road Reserve Playground	Playground Strategy (2001) new local playground. Design and installation of vegetation removal, hard and soft landscaping and basic amenities	53,000										C	



# SCHEDULE OF CAPITAL WORKS DELIVERY - 2017/18

ReM A3496206

## Project Phase

Planning and Scoping

Design and Documentation

Procurement

Delivery

Handover and Completion

## Status

C/F

Carry Forward to FY 18/19

C

Completed

↕

Progress status of the project at the time of assessment

I

Month of assessment

			Overall program	55,012,569	2017/18										
Dept	Project No	Project Title	Project Description	Adjusted Budget (\$)	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Status	
Capital Works Delivery	3913	Baxter Park	Design and upgrade existing landscape, pedestrian network and playground including a community space incorporating shade structures, drinking fountains and BBQs.	190,900										C/F	
Public Artworks															
Arts & Culture	4209	Laneway Activation	17/18 Street Art Commissions, to bring Frankston's lanes to life and encourage diversity of activities; retail , bars and restaurants.	125,000										C	
Arts & Culture	1451	Public Sculptures	Purchase of Sculptures subject to review by the Frankston Arts Board - Public Art Subcommittee.	136,716										C	
Roads & Bridges															
Capital Works Delivery	3908	Special Charge Scheme - Cranhaven Road, Langwarrin (Warrandyte Road to Lapwing Court)	Special Charge Scheme - Road and footpath construction - Cranhaven Road, Langwarrin (Warrandyte Road to Lapwing Court)	150,562										C/F	
Capital Works Delivery	3909	Special Charge Scheme - Newton Avenue and Weeroona Road, Langwarrin South	Special Charge Scheme - Road construction - Newton Avenue and Weeroona Road, Langwarrin South	752,726										C/F	
Capital Works Delivery	4210	Road Reconstruction Taylors Road - Ballarto Road to Hall Road	Existing road is unsealed. Reshape road and asphalt (Design only)	35,000										C	
Capital Works Delivery	4211	Valley Road	Existing road is unsealed. Reshape road and asphalt.	710,000										C/F	
Capital Works Delivery	4079	Barretts Road (Robinsons Road to Golf Links Road) - Design only	Special Charge Scheme - Barretts Road (Robinsons Road to Golf Links Road)	68,795										C/F	
Capital Works Delivery	4080	Stotts Lane, Frankston South (from Gold Links Rd to Baxter Tooradin Road) - Design only	Special Charge Scheme - Stotts Lane	30,000										C	
Stormwater Management															
Operations	3525	Minor Drainage Works	To address reactive drainage issues arising out of major storm events in Frankston. Work involve upgrading or installing new pits, pit lids, aggie drains and minor pipe works. Undefined miscellaneous work as it raised due to unforeseen circumstances.	250,000										C	
Capital Works Delivery	4212	Rosedale Grove - Stormwater Pit Installation	Installation of a new pit to service No's 141, 143 and 145 Rosedale Grove.	49,620										C	
Capital Works Delivery	3910	Dandenong Road East Drainage Strategy	Construction of underground drain in David Street, Frankston Stage 1.	218,732										C	



# SCHEDULE OF CAPITAL WORKS DELIVERY - 2017/18

ReM A3496206

## Project Phase

Planning and Scoping

Design and Documentation

Procurement

Delivery

Handover and Completion

## Status

C/F

Carry Forward to FY 18/19

C

Completed

↕

Progress status of the project at the time of assessment

|

Month of assessment

			Overall program	55,012,569	2017/18										
Dept	Project No	Project Title	Project Description	Adjusted Budget (\$)	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Status	
Capital Works Delivery	3985	CFA Sewer Works	CFA Sewer Works	138,400										C	
Capital Works Delivery	4084	Frankston South Drainage Strategy	Drainage improvement works as per the strategy and engeny's report. Design works to include investigation along 13-19 Cambridge Street and 11-13 Reid Street	30,120										C	
Capital Works Delivery	4085	Frankston South Drainage Strategy	Design of Priority Projects 6 to 9 for Frankston South SWD Strategy Implementation Project in 2016/17. Involves drainage designs for: Project 6 - 13-21 Jasper Terrace; Project 7 - 2-8 Warringa Road; Project 8 - 18-20 Murawa Street; and Project 9 - 32 Warrain Street.	50,223										C	
Streetscapes															
Capital Works Delivery	3831	Neighbourhood Streetscape - Josephine St, Langwarrin	Streetscape works to enhance the Josephine Street Shopping Strip, Langwarrin - construction	150,000										C	
Capital Works Delivery	4213	Neighbourhood Streetscape - Beach Street (Central), Frankston	Design of streetscape - Beach Street (Central), Frankston. Investigation of aged pipes at corner of Beach Street and Parer Street is critical.	20,000										C	
Capital Works Delivery	4214	Neighbourhood Streetscape - Beach Street (East), Frankston	Design to Redevelop Beach Street (East) shopping strip, Frankston	20,000										C/F	
Engineering Services	4215	Neighbourhood Signage	placement of A2 neighbourhood signage (for deterring hoon driving and dumped rubbish).	25,000										C	
Capital Works Delivery	3911	Beach Street (West), Frankston	To design and construct a shopping centre upgrade in line with the Frankston Neighbourhood Shopping Centres – Streetscape Master Plan. Improve shopping centre streetscape, through the incorporation of a uniform and contemporary palette of materials and plants.	250,000										C/F	
Capital Works Delivery	4089	Railway Parade, Seaford	To design and construct retail strip upgrade including hard and soft landscape improvements. Scope may extend to improvements to adjacent reserve subject to available budget	49,000										C	
Capital Works Delivery	4090	Signage Throughout village, Seaford	Tree Planting on Kananook Creek and soft landscaping works to the Senior Citizens frontage.	32,948										Withdrawn	
Structured Recreation															
Facilities	1906	Centenary Park Sporting Complex	New Centenary Park Sporting Complex Pavilion Concept Design & Design Development In FY 17/18	452,350										C/F	
Facilities	1987	Frankston Yacht Club Redevelopment	Project completed. Project In Defect Liability Period	71,117										C	
Facilities	3633	Carrum Downs Pavilion	Carrum Downs New Multipurpose Pavilion. Construct in FY 17/18	3,148,147										C	



# SCHEDULE OF CAPITAL WORKS DELIVERY - 2017/18

ReM A3496206

## Project Phase

Planning and Scoping

Design and Documentation

Procurement

Delivery

Handover and Completion

## Status

C/F

Carry Forward to FY 18/19

C

Completed

↕

Progress status of the project at the time of assessment

I

Month of assessment

Overall program				55,012,569	2017/18										
Dept	Project No	Project Title	Project Description	Adjusted Budget (\$)	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Status	
Facilities	3832	Baxter Park Cricket/ Football Pavilions (Oval 1 & 6)	Upgrade and extension to both the Cricket and Football Pavilions in Baxter Park.	63,396										C	
Facilities	3854	Kananook Reserve (Basketball)	Basketball Stadium Extension	260,189										Withdrawn	
Facilities	3928	Ballam Park East Pavilion	Ballam East New Multipurpose Pavilion to include netball court. Construct in FY 17/18	2,056,570										C	
Facilities	4102	Overport Park Pavilion	New Overport Park Pavilion. Design FY 2017/18, Construct FY18/19	197,551										C/F	
Facilities	4217	Ballam Park Soccer Pavilion	Ballam Park New Multi Purpose (Soccer) Pavilion (Peninsula Strikers and Long Island Cricket Club) Detail Design in FY 17/18	150,000										C/F	
Facilities	4221	Jubilee Netball Centre	To develop detailed concept plans and cost plans to assist with the next stage of developing the indoor multipurpose netball centre.	120,000										C	
Facilities	4224	Seaford North Reserve - Change Rooms	Women's change facilities at Seaford North Reserve (Seaford United Soccer Club)	200,000										C/F	
Facilities	4225	RF Miles - Change Rooms	Women's change facilities at RF Miles Reserve (Seaford Football & Netball Club) Proposed New Facility. Funding from LXRA to be confirmed Design in FY17/18	150,000										C/F	
Capital Works Delivery	4218	Lloyd Park	Lighting to three ovals- grant subsidy being sought	-										Withdrawn	
Capital Works Delivery	4100	Overport Park	Lighting to two ovals (Dolphins Junior Football Club)	280,958										C	
Capital Works Delivery	4220	Carrum Downs Recreation Reserve	Carrum Downs Recreation Reserve oval 2 perimeter fence	100,000										C/F	
Capital Works Delivery	4222	Centenary Park Golf Course - Masterplan Implementation	To include on going priorities as detailed in the Centenary Park golf course Masterplan. Scope of works includes fencing, fairway conversion to couch grass, irrigation review, security gate and light bollards, recondition of tees and path works and dividers for practice fairway	150,000										C	
Capital Works Delivery	4131	McClelland Reserve - Design of Car Park	Design and construction of Car park at McClelland Reserve.	750,000										C/F	
Capital Works Delivery	4223	Lawton Park Design of Car Park	Consideration of Lawton Park car park. Lawton Reserve currently services 18 junior teams and has a dirt car park.	20,000										C/F	



# SCHEDULE OF CAPITAL WORKS DELIVERY - 2017/18

ReM A3496206

## Project Phase

Planning and Scoping

Design and Documentation

Procurement

Delivery

Handover and Completion

## Status

C/F

Carry Forward to FY 18/19

C

Completed

↕

Progress status of the project at the time of assessment

I

Month of assessment

				Overall program	55,012,569	2017/18											
Dept	Project No	Project Title	Project Description	Adjusted Budget (\$)	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18		Status		
Capital Works Delivery	3591	BMX Club	Consultation and concept design to confirm scope and estimate of Frankston Sharks BMX Club	100,000											C/F		
Capital Works Delivery	3986	Eric Bell Reserve Netball Court	Installation of lighting for the netball court	113,172											C		
Capital Works Delivery	3915	Seaford Bowls New Synthetic Green	Construction of a new synthetic bowling green.	8,846											C		
Capital Works Delivery	3917	Baxter Park Soccer Car Park Upgrade	Construction of the soccer pavilion car park.	687,977											C		
Capital Works Delivery	4099	Overport Reserve Extension to Oval 2	Design of irrigation, drainage and surface renewal of Oval 2.	19,760											C		
Sustainability Initiatives																	
Facilities	3839	Renewable Energy for Frankston	Solar Power Installation for various Council Facilities	232,447											C/F		
Facilities	4226	Solar PV: Frankston Basketball Stadium (Frankston District Basketball Association)	Installation of a 50kW solar power system to improve the environmental performance of a Council-owned facility and reduce the tenant's electricity use/costs and greenhouse gas emissions. Included as part of the Frankston Basketball Stadium Facility Expansion Project. System sizing may need reviewing due to new development. Solar Study No. 2.	-											Withdrawn		
Facilities	4227	Solar PV: Baxter Park Football Pavilion (Frankston Bombers Football/Netball Club and Baxter Cricket Club), Baxter Park (aka Oval 6)	Installation of a 5kW solar power system to improve the environmental performance of a Council-owned facility and reduce the tenant/s electricity use/costs and greenhouse gas emissions.	-											Re-allocated		
Facilities	4228	Solar PV: Eric Bell Pavilion and Social Rooms (Pines Football, Netball Club and Cricket Club, Frankston Tiger Sharks), Eric Bell Reserve	Installation of a 12.5kW solar power system to improve the environmental performance of a Council-owned facility and reduce the tenant/s electricity use/costs and greenhouse gas emissions.	-											Re-allocated		
Facilities	4229	Solar PV: Kananook Tennis Club	Installation of a 2kW solar power system to improve the environmental performance of a Council-owned facility and reduce the tenant's electricity use/costs and greenhouse gas emissions. Project potentially not ready, defer until tennis review complete.	-											Re-allocated		
Facilities	4230	Solar PV: Langwarrin Tennis Clubhouse, Lloyd Park	Installation of a 5kW solar power system to improve the environmental performance of a Council-owned facility and reduce the tenant's electricity use/costs and greenhouse gas emissions. Project potentially not ready, defer until tennis review complete.	-											Re-allocated		
Facilities	4231	Solar PV: Skye Cricket and Soccer Pavilion (Skye United Football Club and Skye Cricket Club), Skye Recreation Reserve	Installation of a 5kW solar power system to improve the environmental performance of a Council-owned facility and reduce the tenant/s electricity use/costs and greenhouse gas emissions. Solar Study No. 2.	-											Re-allocated		
Facilities	4232	Solar PV: Jubilee Park Indoor Netball Stadium, Jubilee Park	Installation of a 20kW solar power system to improve the environmental performance of a Council-owned facility and reduce the tenant/s electricity use/costs and greenhouse gas emissions. Solar Study No. 1.	-											Re-allocated		



## SCHEDULE OF CAPITAL WORKS DELIVERY - 2017/18

ReM A3496206

### Project Phase

Planning and Scoping

Design and Documentation

Procurement

Delivery

Handover and Completion

### Status

C/F

Carry Forward to FY 18/19

C

Completed

↕

Progress status of the project at the time of assessment

I

Month of assessment

Overall program				35,012,569	2017/18										
Dept	Project No	Project Title	Project Description	Adjusted Budget (\$)	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Status	
Facilities	4233	Solar PV: Duncan Proudfoot Athletics Pavilion (Ballam Park Athletic Committee), Ballam Park Recreational Reserve	Installation of a 7.5kW solar power system to improve the environmental performance of a Council-owned facility and reduce the tenant's electricity use/costs and greenhouse gas emissions. Solar Study No. 2.	-										Re-allocated	
Facilities	4234	Solar PV: Frankston Life Saving Club (provide power for public toilets and lift)	Installation of a 20kW solar power system to reduce Council's electricity use/costs and greenhouse gas emissions for the public toilets and lift.	-										Withdrawn	
Facilities	4235	Solar PV: Belvedere Cricket/Football Pavilion (Seaford Junior Football Club, Seaford Tigers Cricket Club), Belvedere Reserve	Installation of a 5kW solar power system to improve the environmental performance of a Council-owned facility and reduce the tenant/s electricity use/costs and greenhouse gas emissions. Requires roof stands for panels. Solar Study No. 1.	-										Re-allocated	
Facilities	4236	Solar PV: Frankston East Tennis Club, Centenary Park	Installation of a 3kW solar power system to improve the environmental performance of a Council-owned facility and reduce the tenant's electricity use/costs and greenhouse gas emissions. Project potentially not ready, defer until tennis review complete.	-										Re-allocated	
Capital Works Delivery	4245	Install recommendations from the Frankston City Reserves Irrigation Study	Install a new centralised irrigation control system for the following reserves - Carrum Downs Recreation Reserve, North Seaford Reserve, Monterey Reserve, Skye Recreation Reserve, McClelland Reserve.	67,000										C	
Traffic Management															
Engineering Services	1260	Street Lighting Upgrades	New street lights as requested to improve safety (Annual Program)	40,000										C	
Capital Works Delivery	3925	Minor Traffic Treatments - Various Locations	Minor traffic treatments installed following investigation of resident complaints.	75,000										C	
Capital Works Delivery	4237	Minor Traffic Treatments - Armstrongs Road	2 x watts profile speed humps 2 x street lights 4 x warning signs	30,000										C	
Capital Works Delivery	4238	Minor Traffic Treatments - Galway Street	3 x watts profile speed humps with warning signs	29,770										C	
Capital Works Delivery	4118	LATM - Woodlands Precinct	Local Area Traffic Management study and implementation - Woodlands Precinct	941,442										C	
Capital Works Delivery	4239	Minor Traffic Treatments - Silver Avenue	2 x watts profile speed humps 2 x street lights 4 x warning signs	30,000										C	
Capital Works Delivery	4240	Minor Traffic Treatments - Cadies Road South	2 x flat top speed humps 2 x street lights 4 x warning signs	30,000										C	
Capital Works Delivery	4241	McCormicks Road Pedestrian Crossing	Footpath and pedestrian crossing point joining Sandhurst Boulevard and Sandarra Boulevard	31,000										C	



# SCHEDULE OF CAPITAL WORKS DELIVERY - 2017/18

ReM A3496206

## Project Phase

Planning and Scoping

Design and Documentation

Procurement

Delivery

Handover and Completion

## Status

C/F

Carry Forward to FY 18/19

C

Completed

↕

Progress status of the project at the time of assessment

I

Month of assessment

Overall program					2017/18											
Dept	Project No	Project Title	Project Description	Adjusted Budget (\$)	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Status		
Capital Works Delivery	4117	High Risk LATM Works Program	Reactive Safety and Network Efficiency Projects	74,873												
Capital Works Delivery	4119	Franciscan Avenue LATM	3 x Flat Top humps	44,127												
Capital Works Delivery	4120	Richard Drive LATM	3 x 'Watts' profile humps	20,401												
Capital Works Delivery	4121	Allied Drive LATM	8 x 'Watts' profile humps	39,694												
Capital Works Delivery	4122	Carmela Way LATM	2 x 'Watts' profile humps	18,906												
Public Toilets																
Facilities	3858	Foreshore Toilet at Waterfront.	Project commenced in FY2016/17. Construction completed. Project in defects liability period.	115,821												
Facilities	4126	Foreshore Toilet opposite McCulloch Avenue.	Decomission & replace with new amenity - Construction	303,666												
Facilities	4242	Beauty Park Toilets	Installation of Public Toilet to service users of both the War Memorial and BBQ area.	180,500												
Facilities	2623	Public Amenities Renewal Program	Renewal recommendations to be implemented across public amenity facilities and services structures (toilets and shelters); Delacombe Park Public Toilet; Montague Park Toilet;	232,959												
Facilities	4243	Foreshore Toilet Nepean Highway (opposite Caltex Service Station)	Replace new freestanding public toilet (Foreshore Standard) and decommission existing	350,000												
Urban Revitalisation																
Capital Works Delivery	4244	Bulk Street Tree Planting - Boulevards - Cranbourne Road	Confirm State Government Funding. Tree planting along Cranbourne Road, McMahon's Road to Peninsula Link, to create consistent tree lined street	-												
Capital Works Delivery	4091	Bulk Tree Planting	City of Frankston's DRAFT Streetscape Strategy outlines a strong vision to improve the streets as safe, attractive and vibrant places for people. This particular project aims to increase the tree numbers, visual amenity and greening of Frankston's Primary Streets and entrance corridors.	398,936												
Waste Management																



# SCHEDULE OF CAPITAL WORKS DELIVERY - 2017/18

ReM A3496206

## Project Phase

Planning and Scoping

Design and Documentation

Procurement

Delivery

Handover and Completion

## Status

C/F

Carry Forward to FY 18/19

C

Completed

↕

Progress status of the project at the time of assessment

|

Month of assessment

Dept	Project No	Project Title	Project Description	Adjusted Budget (\$)	2017/18												Status
					Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18				
Recycling Services	4140	FRRRC Install Roller Door	FRRRC Install Roller Door	20,000												C	
Recycling Services	3087	Litter Bin Replacement Program - Throughout Municipality	Annual replacement program of litter bins throughout the city.	25,000												C/B	
New Projects in 2017/18																	
Facilities	4254	Ballam Park Athletics Track Hurdle Shed	Federal Government Grant	37,000												C/B	
Capital Works Delivery	4250	Potts Rd Langwarrin Safety Improvements	2017-18 National Black Spot Program	51,300												C	
Capital Works Delivery	4251	Hall Road Intersection with Cadles Road	2017-18 National Black Spot Program	82,450												C	
Capital Works Delivery	4252	Slive Road Intersection with Inglenook Crescent	2017-18 National Black Spot Program	140,600												C/B	
Operations	4253	Gretana Crescent Reserve	Reinstate Reserve with Park Furniture	55,000												C	
Business Information Technology (BIT)	4255	Live Streaming of Council Meetings	Purchase and Installation of equipment	59,297												C	
Administration & Corporate projects	4256	Purchase of 16 Cranbourne Road	Purchase of 16 Cranbourne Road	867,326												C	
Capital Works Delivery	4257	Frankston Park Sports Lighting	Investigation and design to support grant application	25,600												C	
Community Strengthening	4258	Lloyd Park Sport Lighting Grant Seeking	Investigation and design to support grant application	3,600												C	
Community Strengthening	4259	Langwarrin netball Redevelopment Grant Seeking	Investigation and design to support grant application	33,086												C	
Capital Works Delivery	4260	Carrum Downs Synthetic Sports Facility Grant Seeking	Investigation and design to support grant application	20,000												C	



# SCHEDULE OF CAPITAL WORKS DELIVERY - 2017/18

ReM A3496206

## Project Phase

Planning and Scoping

Design and Documentation

Procurement

Delivery

Handover and Completion

## Status

C/F

Carry Forward to FY 18/19

C

Completed

↕

Progress status of the project at the time of assessment

I

Month of assessment

Overall program				55,012,569	2017/18										
Dept	Project No	Project Title	Project Description	Adjusted Budget (\$)	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Status	
Community Strengthening	4261	Accessible Cricket Nets Grant Seeking	Investigation and design to support grant application	7,000										C	
Community Strengthening	4262	Grant for Purchase of Jet Ski by FLSC	Federal Government Grant	10,500										C	
Capital Works Delivery	4273	War Memorial Names	Insertion of additional names	45,000										C/F	
Capital Works Delivery	4272	Johnny Famechon Statue	Installation of Statue in Ballam Park	40,000										C	
Capital Works Delivery	4263	Young Street CCTV works	State Government Funding - Public Safety Infrastructure Fund	305,000										C	
Capital Works Delivery	4268	South Ward – Path Designs	Cranbourne Road - Frankston RSL to Cranbourne Road Service Lane Sanders Road - Shops at Moorooduc Highway to Kim Close (Design only)	20,000										C	
Capital Works Delivery	4269	North Road, Langwarrin – Path Designs	From Union Road to 14/261 North Road From Warrandyte Road to Union Road From Warrandyte Road to 40m west of Kuranda Street (Design only)	20,000										C	
Capital Works Delivery	4270	City-wide - Paths Construction	Skye Road (north side) - Cascade Street to Frankston-Dandenong Road Knox Street - Eastern boundary 7 Knox Street to western boundary 13 Knox Street Darter Reserve - Darter Court to Cicada Court Centre Link - Jarman Drive to Cranbourne-Frankston Road Messmate Street - Forest Drive corner southwards to entrance to Eric Bell Reserve Aqueduct Road - Outside S3 Aqueduct Road Bruce Road - In front of Medical Centre	178,795										C	
Capital Works Delivery	4271	Carpark for PARC	Scoping for additional spaces - Staged Project Stage	265,000										C/F	
Capital Works Delivery	3916	Ballarto Rd Sight Line	Works to improve sight distance on exiting Skye Reserve carpark. Based on safety audit recommendations	450,000										C/F	
Capital Works Delivery	4267	Footpath Log Cabin Caravan Park McClelland Drive Design Only	Footpath Log Cabin Caravan Park McClelland Drive Design Only	15,000										C	
Capital Works Delivery	4141	Landslip Liddesdale Avenue	Design and install measures to repair the embankment at Liddesdale Ave.	50,000										C/F	
Capital Works Delivery	4274	Jubilee Park Netball Shelters	Installation of Shelter and PA system	40,000										C	
Engineering Services	4275	TAC Fund for Crash Site Investigation	To commission a consultant to undertake a crash site investigation and provision of concept design/treatment for the roundabout/complex intersection at Mountain Ave/Humphries Rd intersection, Frankston South	15,000										C/F	



## SCHEDULE OF CAPITAL WORKS DELIVERY - 2017/18

ReM A3496206

### Project Phase

Planning and Scoping
Design and Documentation
Procurement
Delivery
Handover and Completion

### Status

C/F	Carry Forward to FY 18/19
C	Completed
↕	Progress status of the project at the time of assessment
I	Month of assessment

			Overall program	55,012,569	2017/18										
Dept	Project No	Project Title	Project Description	Adjusted Budget (\$)	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Status	
Capital Works Delivery	4276	Belvedere Reserve Upgrade	Works require to upgrade Belvedere reserve are; - Oval Light upgrading at Oval 1, 2 and 3, - Addition and alteration in function rooms -Ball protection fences, score boards, coaches boxes	750,000										C	
Capital Works Delivery	4277	Footpath Overport Road - Marcus & Sussex Rd	Construction of a New 200 metre long footpath including pedestrian refuge and modifications to existing driveways	60,000										C	
Facilities	4278	Langwarring Football Netball Club Portable Changeroom	Supply and Installation of a new portable changeroom	50,000										C	
Facilities	4279	Frankston Park Female Friendly Changeroom	Develop Concept designs for a female friendly changeroom	30,000										C	
Facilities	4280	Changerooms for Cricket Pavilion Jubilee Park	Concept design for female friendly toilets for Cricket pavilion in Jubilee Park. Application for funding to be submitted to State Government for \$500K .	15,000										C/F	
Facilities	4281	Ballam Park Homestead Buggy Shed	Installation of a concrete slab	30,000										C	
Facilities	4282	Monterey Soccer Pavilion Upgrade	Concept Design to be costed for advocacy for State Government Grant of \$600K	30,000										C/F	
Facilities	4283	Frankston Park Football Club Renewal Works	Frankston Park Football Club Renewal Works	38,000										C	
Capital Works Delivery	4284	Baxter Park Oval 6 Lighting	Replacement of Lighting fixtures at Baxter Park Oval 6	30,000										C	
Capital Works Delivery	4285	McClelland Drive Rehabilitation	McClelland Drive Rehabilitation - Road Resealing works between North Rd to Golf Links Rd	525,000										C	
Business Information Technology (BIT)	3882	Eureka Revenue and Debt Management	Review and Improve Debt Management processes throughout Council.	52,400										C/F	
Business Information Technology (BIT)	4286	Business Transformation	Includes deliverables required to support Frankston City Council (FCC, Council) to commence the start-up phase of its digital strategy program of work.	69,198										C	
Capital Works Delivery	4287	Ballam Park Football Oval Replace Lights	Replacement of Oval Lighting at Ballam Park Football Oval	29,042										C	
Capital Works Delivery	4288	Sportsfield Irrigation and Lighting	Undertake an assessment of sports field irrigation and lighting and implement actions required for proper functionality of sportsfield infrastructure	100,000										C/F	



## SCHEDULE OF CAPITAL WORKS DELIVERY - 2017/18

ReM A3496206

### Project Phase

Planning and Scoping

Design and Documentation

Procurement

Delivery

Handover and Completion

### Status

C/F

Carry Forward to FY 18/19

C

Completed

↕

Progress status of the project at the time of assessment

|

Month of assessment

Dept	Project No	Project Title	Project Description	Adjusted Budget (\$)	2017/18												Status
					Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18				
Capital Works Delivery	4289	Baxter Park Supply and Install Pump	Supply and Install Pump	60,000												C/F	
Sustainable Assets	4290	Purchase of Minor Plant and Equipment	Purchase of Minor Plant and Equipment	7,000												C	
Facilities	4291	Repair of Fire Services at Ballam Homestead	Repair of Fire Services at Ballam Homestead	12,000												C	
Administration & Corporate projects	4292	Replacement of Scanners	Purchase of Replacement Scanners	25,104												C	

**Executive Summary****12.5 Adoption of Councillor Nominated Capital Works Projects for FY 2018/19**

*Enquiries: (Oliver Vido: Community Assets)*

Council Plan

Community Outcome:	4. A Well Managed City
Strategy:	4.3 Resources
Priority Action	4.3.2 Undertake an ongoing review of Council's assets to ensure they meet community needs

**Purpose**

To present to Council the list of Councillor nominated projects for inclusion in the adopted 2018/19 Capital Works Program.

**Recommendation (Director Community Assets)**

That Council approve the inclusion of Councillor nominated projects in the adopted 2018/19 Capital Works Program.

**Key Points / Issues**

- Council officers presented the list of Councillor nominated projects for the 2018/19 Capital Works Program at a Councillor Briefing on 18 July 2018.
- Councillor nominated Capital Works project proposals received for 2018/19 are summarised in Attachment A. At the Councillor briefing session on 18 July 2018, Councillors were asked to consider all projects submitted for inclusion in the 2018/19 Capital Works Program. Councillors voted on each of the projects and the outcomes are summarised below:
  - Lighting Frankston - Various lighting trials, bud and street lighting were supported. The design/study is to incorporate a strategy/policy to guide the programme. Amount approved \$115K - **Councillor Bolam.**
  - Eric Bell Reserve Rotunda - not supported - **Councillor Bolam.**
  - Christopher Reserve - supported \$20K - **Councillor McCormack.**
  - Sandfield and Rotary Reserve Shade Sails - supported \$40K - **Councillor Mayer.**
  - Gretana Playground - supported shade sail only at \$20K (trees to be offered from nursery) - **Councillors Bolam & Aitken.**
  - Frankston and Karingal missing link at Manorwoods Drive - supported \$20K - **Councillor Bolam.**
  - Public Artwork monument (lighthouse) and Beach Shower at Keast Park - Frankston Arts Board have given in-principle support for concept design for an iconic monument. Council supported the installation of a beach shower. Total approved \$15K - **Councillor Bolam.**
  - Seaford substation - this project consists of green wall, lighting and public art and is subject to agreement by VicTrack to co-fund the project. Funds allocated \$70K - **Councillor Bolam.**
  - Karingal gateway - landscaping and lighting upgrade – supported \$20K - **Councillor Bolam.**

**12.5 Adoption of Councillor Nominated Capital Works Projects for FY 2018/19****Executive Summary**

- Shopping Strip Aesthetics - Streetscape - supported concept design and development of strategy \$20K - **Councillors Bolam & Aitken.**
- Seaford foreshore illuminated gateway signage - supported \$20K - **Councillor Bolam.**
- Foreshore disability access - supported \$15K - **Councillor O'Connor.**
- Kananook viewing platforms - supported at \$15K for year 1 concept design - **Councillor Bolam.**
- Downs Estate - supported \$80K- letter to State and Federal MP to advocate for further funding for this project - **Councillor Bolam.**
- Nats Track Upgrade Works - this project included in the Councillor submissions but was not discussed at the 18 July Council Briefing. It is recommended that this project be included with \$10K allocation for design and future funding to be considered during the Mid-Year Budget Review - **Councillor Bolam.**

**Financial Impact**

The State Government has introduced the “Fair Go Rates” system, placing a cap on Council rates which has restricted the level of increases that Council can apply to its rate revenue. Rate revenue constitutes 63 per cent of all Council revenue.

The rate cap over the past two financial years has been 2.5 per cent and 2.0 per cent respectively and is 2.25 per cent in 2018-2019.

The rate cap percentages are based on the consumer price index which relates to the average increase in the prices of a range of goods and services, very few of which apply to the cost drivers of providing local government services. The cost of providing Council services has been increasing well in advance of the rate cap applied by State Government.

Over time this trend may lead to a reduction in the levels of service provided to the community and in Councils ability to fund both new facilities and the ongoing renewal of existing facilities.

Council will continue to evaluate the impacts of rate capping annually and needs to be mindful of these outcomes in all Council decisions.

The list of the Councillor nominated projects detailed in the table below and attached will have a nominal saving of \$35,768 against the Adopted capital works budget for FY 2018/19. In the interim will be considered as a contingency to the Councillor nominated projects should detailed scoping identify the need for additional funds.

Any additional funds required to complete the projects identified in the programme as design only in year 1 will be presented to Council as part of the 19/20 Capital works budget considerations.

**Consultation****1. External Stakeholders**

No external stakeholders have been consulted in the preparation of this report.

**2. Other Stakeholders**

Active discussions have taken place with EMT, Project Sponsors, and Project Managers to ensure that projects selected have been based on merit and that integration has been considered between discretionary and non-discretionary

**12.5 Adoption of Councillor Nominated Capital Works Projects for FY 2018/19****Executive Summary**

program as well as the work done in previous years and planning for future requirements.

**Analysis (Environmental / Economic / Social Implications)**

All projects listed in the 2018/19 Capital Works Program will have a risk assessment undertaken which will include consideration of Environmental, Economic and Social Implications.

**Legal / Policy / Council Plan Impact**Charter of Human Rights and Responsibilities

All matters relevant to the Charter of Human Rights and Responsibilities have been considered in the preparation of this report and are consistent with the standards set by the Charter.

The Charter of Human Rights and Responsibilities has been considered in the preparation of this report but is not relevant to the content of the report.

Legal

There are no legal impacts if the recommendations are adopted.

Policy Impacts

The current review of Capital Works Governance structures may bring about changes to the current Council's Project Management Framework

Officer's Declaration of Interests

Council officers involved in the preparation of this report have no Conflict of Interest in this matter.

**Risk Mitigation**

There are no risks identified as a result of matters raised in this report.

**Conclusion**

It is important that the 2018/19 Capital Works Program be finalised at the earliest to ensure adequate time is available for preparatory work that will ensure its successful delivery next financial year.

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**ATTACHMENTS**

Attachment A: [↓](#) Schedule of Councillor 2018/19 Capital Works Project Proposals



**Councillor Capital Works Submissions - CWP 2018/19 Program**  
Schedule of Councillor Capital Works Project Proposals

8/08/2018

Project	Proposal	2018/19 Current Allocation
Lighting Frankston Program	<p><b>Project 1</b> Public Space Illumination Trial at 3 sites Bridge near SEW building (Bay Trail Bridge); Wells Street Bridge; and Station Street bridge over Kananook Creek (one installation Year 1). Solar lighting for the Sentinel and at the Gates on Bay Rd South. (\$15K)</p> <p><b>Project 2</b> LED lighting at selected trees on Nepean Highway, Davey Street to Fletcher Road, similar to St. Kilda Road tree lighting. (\$10K Design Only)</p> <p><b>Project 3</b> Fairy bud lighting Implementation at various (16) locations (\$10K Design Only):</p> <ul style="list-style-type: none"> <li>• 1x PARC</li> <li>• 1x Flies Pool</li> <li>• 2x Ballam Park</li> <li>• 1x Corner Fletcher Rd &amp; Cranbourne Rd</li> <li>• 2x Davey Street</li> <li>• 2x Playne Street</li> <li>• 4x Beach Street (FMAC)</li> <li>• 1x Kananook Creek Blvd</li> <li>• 1x Entrance of Seaford Railway Station</li> <li>• 1x Entrance of Kananook Railway Station</li> </ul> <p><b>Project 4</b> Underpass lighting for Beach St / McMahon Rd Underpass. (\$10K Design Only)</p>	\$115,000
Christopher Reserve - Facilities Establishment	Proposal for the establishment of an informal cricket pitch and soccer goals, including line marking, at Christopher Reserve. Currently no provision of any sporting equipment at the reserve.	\$20,000
Shopping Strip Aesthetics - Streetscape Upgrade	Proposal for Frankston North Shopping Strip Aesthetics - Streetscape Upgrade design only. Locations now include: 1. Beach Street - 4 locations 2. Railway Parade 3. Monterey Blvd 4. Excelsior Drive	\$20,000
Seaford Foreshore Illuminated Gateway Signage - Seaford Shopping Strip only	Proposal for illuminated signage in Seaford at the strip facing IGA.	\$20,000
Shade Sails - Sandfield Reserve and Rotary Reserve	Proposal to implement 2 shade sail structures at the playground at Sandfield Reserve and at Rotary Reserve.	\$40,000
Downs Estate - Infrastructure Upgrade	Proposal to audit and design park infrastructure at Downs Estate: Stage 1 - 2018/19 (Design Only):	\$80,000
	<ul style="list-style-type: none"> <li>• CCTV Installation</li> <li>• Fencing</li> <li>• Welcome sign and drinking fountain</li> <li>• Picnic Shelter (Barbecue &amp; Furniture)</li> <li>• Unisex Single Compost Toilet (DDA Compliant)</li> <li>• Downs Estate Signage</li> <li>• Veranda (backing onto shed)</li> <li>• Planning and Design for restoration barn shed</li> </ul>	
Gretana Park Playground	Proposal for Shade Sail at Gretana Park. Additional tree planting - trees to be offered from nursery for community to plant	\$20,000
Pathway Development Plan - Frankston & Karingal Missing Links	Proposal for construction of pathway missing links in Manorwoods Drive, Karingal.	\$20,000
Keast Park Public Art/ Monument	Proposal for new public artwork (monument) at Keast Park Installation of a beach shower - Approved. A Concept Design to develop an artist brief seeking a creative interpretation of an iconic: beacon style structure, lighthouse, signature gateway piece, to be located in the vicinity of Keast Park/Eel Race Road. - Approved	\$15,000
Karingal Gateway Landmark Upgrade	Project proposal for an upgrade of the Karingal Gateway Landmark. Project to remove steps, provide mass plantings and light up Karingal signage.	\$20,000
Seaford Sub-Station	Project proposal for green walling, LED lighting of the Seaford Sub-Station and to implement public artwork adjacent to the Sub-Station. Subject to grant funding being received.	\$70,000
Kananook Viewing Platforms - Seaford	Installation of viewing platforms at the Seaford portion of Kananook Creek with directional signage, seating and picnic table. Concept Design Only	\$15,000
Nats Track Upgrade Works	To upgrade existing track to include: Signage, lighting, landscaping at entry points, fencing and maintenance. Renewal of Gravel footpaths. Design Only.	\$10,000
Foreshore Access Disability Access and Inclusion Assessments	Audit required for provision for access at key locations along the foreshore. Proposal for audits to be undertaken in 2018/19.	\$15,000
<b>TOTAL</b>		<b>\$480,000</b>

**Executive Summary****12.6 Consolidated Financial Report and Performance Statement for the year ended 30 June 2018***Enquiries: (Kim Jaensch: Corporate Development)*Council Plan

Community Outcome:	4. A Well Managed City
Strategy:	4.3 Resources
Priority Action	4.3.1 Continue to maintain a financially sustainable Council by advocating for operational grant funding from other tiers of Government to deliver services required by the community, ensure funding decisions are based on Council's priorities, seek alternative revenue sources and ensure the operations of Frankston Regional Recycling and Recovery Centre are financially sustainable

**Purpose**

To approve, in principle, the Consolidated Financial Report and the Performance Statement for the financial year ended 30 June 2018, following which they will then be submitted to Council's external auditor, the Victorian Auditor-General.

**Recommendation (Director Corporate Development)**

That:

1. Council approves adoption, in principle, of the draft Financial Report and Performance Statement for the year ended 30 June 2018;
2. The Mayor and Councillor Bolam (as Council nominated Audit and Risk Management Committee members) be authorised to certify the Consolidated Financial Report after agreement with Council's external auditors as to any changes that may need to be made and as considered appropriate;
3. The Mayor and Councillor Bolam (as Council nominated Audit and Risk Management Committee members) be authorised to certify the Performance Statement after agreement with Council's external auditors as to any changes that may need to be made and as considered appropriate.

**Key Points / Issues**

- The Auditor-General's Office is finalising its review of the Consolidated Financial Report and Performance Statement and all supporting information.
- The Audit and Risk Committee (ARC) met on Friday, 24 August 2018 to consider and review the 2017-2018 Annual Consolidated Financial Report and Performance Statement. The ARC recommended that Council receive and approve in principle the Draft Unaudited Consolidated Annual Financial Report and Performance Statement. The ARC also recommends to Council that the Principal Accounting Officer be authorised to make non-material changes and material amendments as determined by the Auditor-General. The ARC must be consulted prior to any material amendments and such amendments are to be communicated to Council as soon as practical.
- Agents of the Auditor-General were at the Audit and Risk Management Committee meeting to discuss the consolidated financial report and performance statement.

**12.6 Consolidated Financial Report and Performance Statement for the year ended 30 June 2018****Executive Summary**

- The Audit and Risk Committee has recommended that the draft Consolidated Financial Report for the year 1 July 2017 to 30 June 2018 be adopted in principle, subject to the minor amendments discussed at the meeting.
- The Consolidated Financial Report and Performance Statement, once agreed to by Council and the Auditor-General, form part of the annual report to be presented to the Minister. The annual report, once finalised, will be advertised and will be brought back to Council for noting.
- Copies of the draft Consolidated Financial Report (Attachment A) and Performance Statement are attached (Attachment B). The Auditor-General has indicated that the consolidated financial report and performance statement will be signed unconditionally and without qualification.

***Draft 2017-2018 Financial Report highlights:***

- The net operational surplus as presented in the Comprehensive Income Statement is \$30.727m (\$32.994m in 2016-2017).
- The “underlying” surplus – which is the operating result adjusted for transactions which are either ‘non-recurring’ or not operational in nature is \$23.280m (Budget was \$22.779m surplus).
- Some of the key variations between the 2017-2018 financial year and the prior year are:
  - Monetary contributions have increased by \$1.865m as a result of an increase contributions received from community groups and sporting clubs towards capital works projects.
  - Interest income has increased due to Council having greater cash holdings due to a delay in spending the capital works program fully and receiving grants funding earlier than anticipated;
  - Materials and services have increased by \$3.423m mainly due to the increase costs associated with waste collection due to China’s decision to effectively ban the import of recyclables and also due to the cost in repairs to the pool at PARC.—\$44.232m capital works program delivered against a budgeted \$52.070m.
- Council officers have identified found land to the value of \$27.512m and has now been recognised as a prior period error as at 1 July 2016. Parcels of land were recorded in Council’s property system over a long period of time that had not been identified or recognised in Council’s financial system as a Council owned assets. A reconciliation process was performed during the 2017-2018 period and has been recognised as a material adjustment requiring a third balance sheet column. Procedures will be developed to ensure that these systems are reconciled and this error is mitigated in the future.
- Council’s debt ratios remain significantly below prudential guidelines and repayment costs have been factored into Council’s Annual Budget and Long Term Financial Plan.

The draft unaudited 2017-2018 Consolidated Financial Report reflects a strengthening financial position of Council with the accumulated cash position improving and Council continuing to maintain a strong check on operational expenditure which enhances its ability to fund future capital projects.

**12.6 Consolidated Financial Report and Performance Statement for the year ended 30 June 2018****Executive Summary*****Changes in Accounting Policies***

Council's 2017-2018 financial statements have been prepared in accordance with the Local Government Model Financial Report including a statement of capital works and the 2017-2018 performance statement was prepared in accordance with the Local Government Better Practice Guide 2017-2018, along with other information required by the Local Government (Planning and Reporting) Regulations 2014.

***Draft unaudited 2017-2018 Performance Statement highlights:***

- Participation in the Maternal and Child Health (MCH) service has increased by four per cent on the previous year with a result of 74 per cent. There has been an improved focus on out of home care clients and outreach strategies.
- The participation in MCH service by Aboriginal children has increased by seven per cent on the previous year with a result of 76 per cent. MCH officers have been participating in Koori Playgroup, Gathering Place events and cultural awareness training.
- The percentage of garbage, recyclables and green organics collected from kerbside bins and diverted from landfill remains consistent with previous years at 53 percent. Work continues to improve this result with supporting education programs and other waste reduction initiatives.
- The socio-economic index has increased and Frankston City Council now ranks in the seventh decile in Victoria, which is one point higher than the previous years. The first decile indicates the most disadvantaged and the tenth decile indicates the least disadvantaged.
- The Community Satisfaction Survey results showed a significant improvement in the satisfaction of sealed local roads with an index score of 64, which is an increase of 5 points from the previous year and 9 points higher than the state wide average.

***Council oversight of subsidiary:***

During the 2017-2018 financial year Council has overseen the governance of its subsidiary Peninsula Leisure Pty Ltd. This has been facilitated through the following forums:

- Regular briefings with the Chief Executive Office, Mayor and Chair of the Board at Peninsula Leisure Pty Ltd.
- Quarterly financial and activity reports have been provided to Councillors;
- Councillors have received copies of the Strategic Plan for Peninsula Leisure Pty Ltd. The Plan includes a Strategic Framework that identifies eight critical success factors aligned to the Centre's Vision, Mission and Values. The implementation of strategies outlined within this Plan are designed to ensure that the Centre becomes the Peninsula's premier aquatic, fitness and fun PARC and to achieve financial sustainability by June 2019.

**Financial Impact**

The State Government has introduced the "Fair Go Rates" system, placing a cap on Council rates which has restricted the level of increases that Council can apply to its rate revenue. Rate revenue constitutes 63 per cent of all Council revenue.

The rate cap over the past two financial years has been 2.5 per cent and 2.0 per cent respectively and is 2.25 per cent in 2018-2019.

**12.6 Consolidated Financial Report and Performance Statement for the year ended 30 June 2018****Executive Summary**

The rate cap percentages are based on the consumer price index which relates to the average increase in the prices of a range of goods and services, very few of which apply to the cost drivers of providing local government services. The cost of providing Council services has been increasing well in advance of the rate cap applied by State Government.

Over time this trend may lead to a reduction in the levels of service provided to the community and in Councils ability to fund both new facilities and the ongoing renewal of existing facilities.

Council will continue to evaluate the impacts of rate capping annually and needs to be mindful of these outcomes in all Council decisions.

There are no financial implications associated with this report.

**Consultation****1. External Stakeholders**

This report does not require community consultation. The Consolidated Financial Report and Performance Statement will be made available as a public document following the Auditor-General's approval.

These documents are a report back to the community on Council's performance against Council's 2017-2018 Annual Budget and Council's performance against measures and targets for Key Strategic Objectives specified in the 2017-2018 Annual Budget, both of which were adopted after a statutory community consultation period of 28 days.

**2. Other Stakeholders**

Discussions have been undertaken with the Audit and Risk Committee

**Analysis (Environmental / Economic / Social Implications)**

This report does not have any environmental, economic or social implications for discussion

**Legal / Policy / Council Plan Impact**Charter of Human Rights and Responsibilities

The Charter of Human Rights and Responsibilities has been considered in the preparation of this report but is not relevant to the content of the report.

Legal

The *Local Government Act 1989* (the Act) requires that Council give approval in principle to the submission of the Consolidated Financial Report and the Performance Statement to the external auditor.

Council must authorise two Councillors to certify the Consolidated Financial Report and the Performance Statement in their final form after any changes recommended, or agreed to, by the auditor have been made.

Policy Impacts

Not Applicable

Officer's Declaration of Interests

Council officers involved in the preparation of this report have no Conflict of Interest in this matter.

**12.6 Consolidated Financial Report and Performance Statement for the year ended 30 June 2018****Executive Summary****Risk Mitigation**

The Consolidated Financial Report and Performance Statement have been audited by Council's external auditors (agents of the Victorian Auditor-General's Office).

The Audit and Risk Committee met on 24 August 2018 with the VAGO agents Crowe Horwath to review these reports. The Audit and Risk Committee has recommended that the draft Consolidated Financial Report for the year 1 July 2017 to 30 June 2018 be adopted in principle, subject to the minor amendments discussed at the meeting.

**Conclusion**

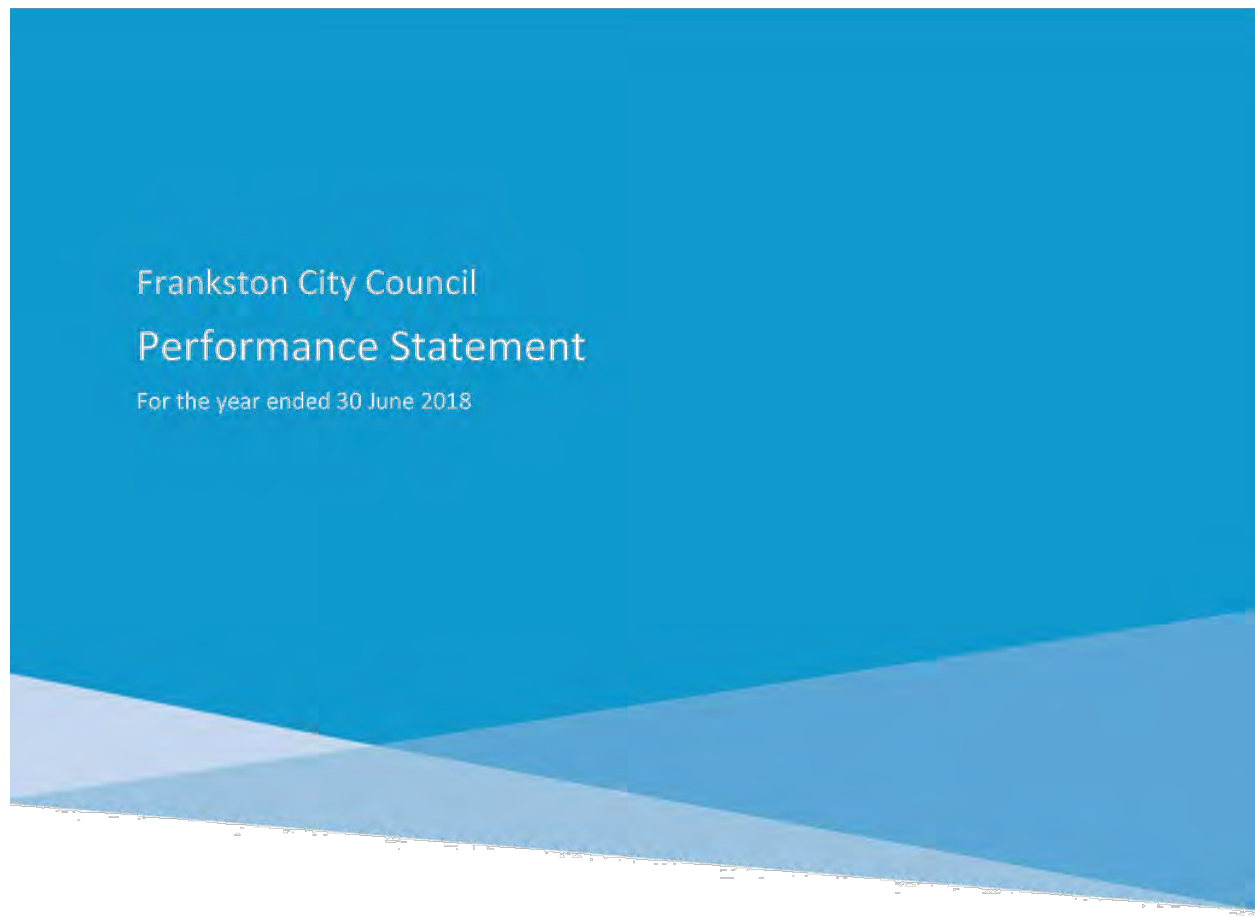
The 2017-2018 Consolidated Financial Report and Performance Statement reflect an improvement in Council's financial position and performance. The results represent an important step towards Council achieving a greater degree of financial sustainability by addressing our infrastructure challenges, and the delivery of important community projects and services.

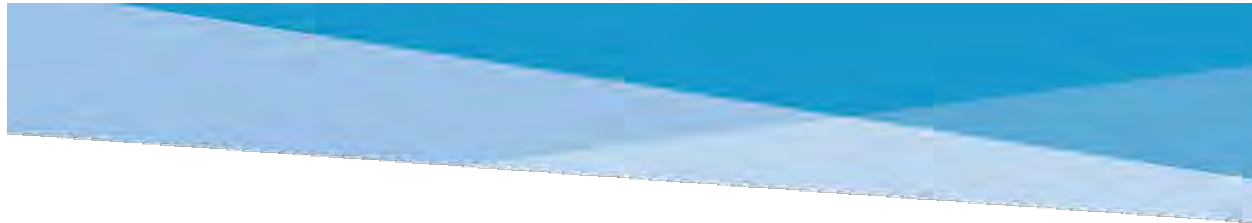
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**ATTACHMENTS**

Attachment A: [↓](#) Performance Statement 2017-2018

Attachment B: [↓](#) Consolidated Annual Financial Statements 2017-2018





## Performance Statement

For the year ended 30 June 2018

### Description of municipality

Frankston City is located on the eastern shores of Port Phillip Bay approximately 40 kilometres south of Melbourne. The city covers an area of approximately 131 square kilometres from the Seaford Wetlands in the north, to Frankston South and the Western Port Highway in the east. The western boundary of the city is made up of 11 kilometres of pristine coastline. The estimated resident population (ERP) is 140,708 and is expected to grow to 157,073 by 2036.

Frankston City comprises the suburbs of Frankston, Frankston South, Frankston North, Seaford, Carrum Downs, Langwarrin, Langwarrin South, Karingal, Sandhurst and Skye, and is strategically placed as the regional centre of the Mornington Peninsula and the south east growth corridor of Melbourne.

The city's main industries include health care and community services, manufacturing, retail trade, education and training. Frankston City is recognised for its parks and natural reserves, vibrant lifestyles, diverse community and growing business, arts, education and health sectors.

Frankston City provides recreation, leisure and entertainment facilities for a population catchment far greater than its city boundaries as it hosts a number of popular venues, events and attractions such as the Frankston Arts Centre, McClelland Sculpture Park and Gallery, The Waterfront Festival, Frankston Christmas Festival of Lights and the Sand Sculpting Australia exhibition.

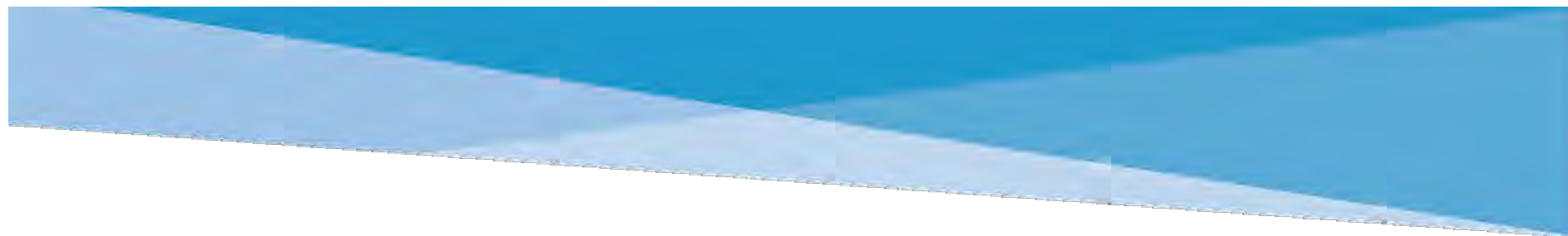
Frankston City is currently experiencing a rapid change in perception and landscape. Major Victorian and Australian Government investment in the form of the Frankston Station redevelopment and the transformation of Young Street has spurred investor confidence and outside interest.

Coupled with the expansions of Peninsula Health's Frankston Hospital and Chisholm TAFE, and the convenient proximity to Monash University's Peninsula Campus, these projects have also been a catalyst for private development, most notably throughout the city centre in the form of offices and apartments.

## Sustainability capacity indicators

For the year ended 30 June 2018

Indicator/measure	Results				Material Variations
	2014– 2015	2015– 2016	2016– 2017	2017– 2018	
<b>Own-source revenue</b> <i>Own-source revenue per head of municipal population</i> [Own-source revenue / Municipal population]	\$914	\$1,000	\$1,057	\$1,089	Council has a high dependency on its own-source income and continues to identify and pursue alternative revenue sources.
<b>Recurrent grants</b> <i>Recurrent grants per head of municipal population</i> [Recurrent grants / municipal population]	\$176	\$109	\$172	\$145	The Financial Assistance Grants decreased in the current year as a result of the Victorian Grants Commission pre-paying half of the 2017–2018 grants in 2016–2017.
<b>Population</b> <i>Expenses per head of municipal population</i> [Total expenses / Municipal population]	\$1,058	\$1,034	\$1,056	\$1,089	It is expected that the result for this measure will improve over the four year period to 2020. The improving trend is due to ongoing cost containment measures implemented.
<i>Infrastructure per head of municipal population</i> [Value of infrastructure / Municipal population]	\$5,207	\$5,415	\$5,794	\$5,618	The estimated population growth has increased and the written down value of infrastructure increased to \$790,560 million.
<i>Population density per length of road</i> [Municipal population / Kilometres of local roads]	194	194	197	211	The increase is primarily due to the estimated population growth currently at 140,708.
<b>Disadvantage</b> <i>Relative socio-economic disadvantage</i> [Index of relative socio-economic disadvantage by decile]	6	6	6	7	Frankston City ranks in the seventh decile in Victoria, one point higher than the previous years. The first decile indicates the most disadvantaged and the tenth decile indicates the least disadvantaged.



## Definitions

"adjusted underlying revenue" means total income other than:

- (a) non-recurrent grants used to fund capital expenditure; and
- (b) non-monetary asset contributions; and
- (c) contributions to fund capital expenditure from sources other than those referred to above

"infrastructure" means non-current property, plant and equipment excluding land

"local road" means a sealed or unsealed road for which the Council is the responsible road authority under the *Road Management Act 2004*

"population" means the resident population estimated by Council

"own-source revenue" means adjusted underlying revenue other than revenue that is not under the control of Council (including government grants)

"relative socio-economic disadvantage", in relation to a municipality, means the relative socio-economic disadvantage, expressed as a decile for the relevant financial year, of the area in which the municipality is located according to the Index of relative socio-economic disadvantage (Catalogue Number 2033.0.55.001) of SEIFA

"SEIFA" means the Socio-Economic Indexes for Areas published from time to time by the Australian Bureau of Statistics on its Internet website

"unrestricted cash" means all cash and cash equivalents other than restricted cash.

## Service performance indicators

For the year ended 30 June 2018

Indicator/measure	Results				Material Variations
	2014– 2015	2015– 2016	2016– 2017	2017– 2018	
<b>Governance</b>					
<b>Satisfaction</b> <i>Satisfaction with Council decisions</i> [Community satisfaction rating out of 100 with how Council has performed in making decisions in the interest of the community]	59	58	54	52	Over 450 decisions made by Council in the reporting period.
<b>Statutory Planning</b>					
<b>Decision making</b> <i>Council planning decisions upheld at VCAT</i> [Number of VCAT decisions that did not set aside Council's decision in relation to a planning application / Number of VCAT decisions in relation to planning applications] x100	45%	56%	41%	44%	Approximately half of Council's decisions were set aside. This figure includes outcomes where applications are modified to address Council concerns before being approved by the Victorian Civil and Administrative Tribunal (VCAT). Council continues to note the outcomes of matters referred to VCAT and to consider ruling made by VCAT in its future decision making.
<b>Roads</b>					
<b>Satisfaction</b> <i>Satisfaction with sealed roads</i> [Community satisfaction rating out of 100 with how Council has	64	63	59	64	A significant amount of resealing roads has been undertaken in 2017–2018.

Indicator/measure	Results				Material Variations
	2014– 2015	2015– 2016	2016– 2017	2017– 2018	
performed on the condition of sealed local roads]					
<b>Libraries</b>					
<b>Participation</b>	15%	14%	13%	12%	Decreasing trend in participation reflects the strong emergence of online materials. High level of participation in the facility is not reflected in the data.
<i>Active library members</i>					
[Number of active library members / Municipal population] x100					
<b>Waste Collection</b>					
<b>Waste diversion</b>	54%	53%	54%	53%	Diversion from landfill continues with a supporting education program.
<i>Kerbside collection waste diverted from landfill</i>					
[Weight of recyclables and green organics collected from kerbside bins / Weight of garbage, recyclables and green organics collected from kerbside bins] x100					
<b>Aquatics Facilities</b>					
<b>Utilisation</b>	4	6	7	6	Visitation was slightly lower than the previous year, with Peninsula Aquatic Recreation Centre (PARC) recording 899,037 annual visits. Pines Forest Aquatic Centre had 33,799 annual visits and opened one week earlier this year to accommodate the temporary pool closures at PARC.
<i>Utilisation of aquatic facilities</i>					
[Number of visits to aquatic facilities / Municipal population]					

Results					
Indicator/measure	2014– 2015	2015– 2016	2016– 2017	2017– 2018	Material Variations
<b>Animal Management</b>					
<b>Health and safety</b>	37	82	71	144	An increased number of complaints and breaches resulted in an increased number of prosecutions.
<i>Animal management prosecutions</i>					
[Number of successful animal management prosecutions]					
<b>Food Safety</b>					
<b>Health and safety</b>	86%	99%	100%	95%	Strong work continues in this area with 257 of the 270 of the notifications that required follow up inspections completed.
<i>Critical and major non-compliance outcome notifications</i>					
[Number of critical non-compliance notifications and major non-compliance notifications about a food premises followed up / Number of critical non-compliance notifications and major non-compliance notifications about food premises] x100					

	Results				
Indicator/measure	2014– 2015	2015– 2016	2016– 2017	2017– 2018	Material Variations
Maternal Child and Health					
Participation					
Participation in the MCH service  [Number of children who attend the MCH service at least once (in the year) / Number of children enrolled in the MCH service] x100	78%	75% <sup>1</sup>	70%	74%	Improved result from previous year with focus on out of home care clients and outreach strategies. This included Best Start Strategies, SMS reminders and partnership with kindergartens and playgroups to improve participation for key age assessments.
Participation  Participation in MCH service by Aboriginal children  [Number of Aboriginal children who attend the MCH service at least once (in the year) / Number of Aboriginal children enrolled in the MCH service] x100	74%	68% <sup>2</sup>	69%	76%	Seven per cent increase in participants due to MCH officers attending Koori Playgroup, Gathering Place events and cultural awareness training.

<sup>1</sup> Data was received in October 2016, after the 2015-2016 report was submitted to the Minister for Local Government.



## Definitions

"Aboriginal child" means a child who is an Aboriginal person

"Aboriginal person" has the same meaning as in the *Aboriginal Heritage Act 2006*

"active library member" means a member of a library who has borrowed a book from the library

"annual report" means an annual report prepared by a council under sections 131, 132 and 133 of the *Local Government Act 1989*

"CALD" means culturally and linguistically diverse and refers to persons born outside Australia in a country whose national language is not English

"class 1 food premises" means food premises, within the meaning of the *Food Act 1984*, that have been declared as class 1 food premises under section 19C of that Act

"class 2 food premises" means food premises, within the meaning of the *Food Act 1984*, that have been declared as class 2 food premises under section 19C of that Act

"Community Care Common Standards" means the Community Care Common Standards for the delivery of HACC services, published from time to time by the Commonwealth

"critical non-compliance outcome notification" means a notification received by council under section 19N(3) or (4) of the *Food Act 1984*, or advice given to council by an authorised officer under that Act, of a deficiency that poses an immediate serious threat to public health

"food premises" has the same meaning as in the *Food Act 1984*

"local road" means a sealed or unsealed road for which the council is the responsible road authority under the *Road Management Act 2004*

"major non-compliance outcome notification" means a notification received by a council under section 19N(3) or (4) of the *Food Act 1984*, or advice given to Council by an authorised officer under that Act, of a deficiency that does not pose an immediate serious threat to public health but may do so if no remedial action is taken

"MCH" means the Maternal and Child Health Service provided by a council to support the health and development of children within the municipality from birth until school age

"population" means the resident population estimated by Council

"target population" has the same meaning as in the Agreement entered into for the purposes of the *Home and Community Care Act 1985* of the Commonwealth

"WorkSafe reportable aquatic facility safety incident" means an incident relating to a council aquatic facility that is required to be notified to the Victorian WorkCover Authority under Part 5 of the *Occupational Health and Safety Act 2004*

## Financial Performance Indicators

For the year ended 30 June 2018

Results					Forecast				Material Variations	
Dimension/indicator/measure	2014– 2015	2015– 2016	2016– 2017	2017– 2018	2018– 2019	2019– 2020	2020– 2021	2021– 2022		
Operating Position										The declining trend over the four year forecast period is due to the long term impact of rate capping.
Adjusted underlying result										
Adjusted underlying surplus (or deficit)	3.4%	8.9%	15.0%	13.2%	7.3%	8.9%	8.1%	8.0%		
[Adjusted underlying surplus (deficit)/Adjusted underlying revenue] x100										
Liquidity										Council’s assets are expected to increase over the next four years. Delivery of the Council Plan strategic priorities will see this working capital ratio reduce.
Working capital										
Current assets compared to current liabilities	164.0%	223.6%	334.9%	252.7%	312.7%	345.6%	375.5%	403.4%		
[Current assets / Current liabilities] x100										
Unrestricted cash										Council has a lower level of unrestricted cash due to higher unexpended grants and carry forward capital works projects. This is expected to increase in future years as the projects are delivered.
Unrestricted cash compared to current liabilities	55.0%	45.4%	58.0%	50.4%	177.9%	210.3%	239.6%	267.1%		
[Unrestricted cash / Current liabilities] x100										

## Item 12.6 Attachment A: Performance Statement 2017-2018

	Results				Forecast				
Dimension/indicator/measure	2014– 2015	2015– 2016	2016– 2017	2017– 2018	2018– 2019	2019– 2020	2020– 2021	2021– 2022	Material Variations
Obligations									
Loans and borrowings									
Loans and borrowings compared to rates	30.0%	34.4%	31.5%	30.1%	23.1%	22.3%	21.5%	20.7%	
[Interest bearing loans and borrowings / Rate revenue] x100									
Loans and borrowings repayments compared to rates	4.0%	4.5%	2.9%	2.3%	7.1%	1.5%	1.4%	1.4%	This ratio is expected to decrease over the next four years. This trend reflects the scheduled repayment of debt including the partial redemption of loans in 2018–2019.
[Interest and principal repayments on interest bearing loans and borrowings / Rate revenue] x100									
Indebtedness									
Non-current liabilities compared to own-source revenue	19.0%	28.3%	25.2%	19.5%	19.0%	18.4%	17.7%	17.1%	Council has an appropriate and prudent level of long term liabilities.
[Non-current liabilities / own-source revenue] x100									

	Results				Forecast				
Dimension/indicator/measure	2014– 2015	2015– 2016	2016– 2017	2017– 2018	2018– 2019	2019– 2020	2020– 2021	2021– 2022	Material Variations
Asset renewal									
Asset renewal compared to depreciation [Asset renewal expenses / Asset depreciation] x100	70.0%	86.6%	60.1%	91.6%	80.1%	67.8%	65.3%	67.4%	Asset renewal expenditure is higher due to an increase of capital works projects being delivered. An anticipated decrease is based on a plateau of renewal expenditure based on current condition assessments.
Stability									
Rates concentration									
Rates compared to adjusted underlying revenue [Rate revenue / Adjusted underlying revenue] x100	68.0%	71.5%	66.6%	66.0%	69.1%	69.6%	69.6%	69.8%	Council has a stable dependency on rate revenue. This also highlights that Council has a secure income source however should continue to identify and pursue alternative revenue sources.
Rates effort									
Rates compared to property values [Rate revenue / Capital improved value of rateable properties in the municipality ] x100	0.4%	0.4%	0.4%	0.4%	0.3%	0.3%	0.3%	0.3%	The result for this measure indicates that rate revenue will remain stable over the next four years.

## Item 12.6 Attachment A: Performance Statement 2017-2018

Results					Forecast				Material Variations
Dimension/indicator/measure	2014– 2015	2015– 2016	2016– 2017	2017– 2018	2018– 2019	2019– 2020	2020– 2021	2021– 2022	
Efficiency									
Expenditure level									
Expenses per property assessment	\$2,377	\$2,256	\$2,340	\$2,471	\$2,630	\$2,587	\$2,671	\$2,693	There is a slight increase in 2017–2018. It is anticipated this will continue to increase over the following four years. The slowing upward trend reflects cost containment measures taken by Council.
[Total expenses / Number of property assessments]									
Revenue level									
Average residential rate per residential property assessment	\$1,099	\$1,168	\$1,166	\$1,221	\$1,287	\$1,296	\$1,329	\$1,339	This measure is expected to remain stable over the next four years.
[Residential rate revenue / Number of residential property assessments]									
Workforce Turnover									
Resignations and terminations compared to average staff	13.0%	14.8%	14.9%	13.1%	14.0%	14.0%	14.0%	14.0%	This result is consistent with previous years.
[Number of permanent staff resignations and terminations / Average number of permanent staff for the financial year] x100									

### Definitions

"adjusted underlying revenue" means total income other than—

- (a) non-recurrent grants used to fund capital expenditure; and
- (b) non-monetary asset contributions; and
- (c) contributions to fund capital expenditure from sources other than those referred to in paragraphs (a) and (b)

"adjusted underlying surplus (or deficit)" means adjusted underlying revenue less total expenditure

"asset renewal expenditure" means expenditure on an existing asset or on replacing an existing asset that returns the service capability of the asset to its original capability

"current assets" has the same meaning as in the AAS

"current liabilities" has the same meaning as in the AAS

"non-current assets" means all assets other than current assets

"non-current liabilities" means all liabilities other than current liabilities

"non-recurrent grant" means a grant obtained on the condition that it be expended in a specified manner and is not expected to be received again during the period covered by Council's Strategic Resource Plan

"own-source revenue" means adjusted underlying revenue other than revenue that is not under the control of Council (including government grants)

"population" means the resident population estimated by Council

"rate revenue" means revenue from general rates, municipal charges, service rates and service charges

"recurrent grant" means a grant other than a non-recurrent grant

"residential rates" means revenue from general rates, municipal charges, service rates and service charges levied on residential properties

"restricted cash" means cash and cash equivalents, within the meaning of the AAS, that are not available for use other than for a purpose for which it is restricted, and includes cash to be used to fund capital works expenditure from the previous financial year

"unrestricted cash" means all cash and cash equivalents other than restricted cash.



## Other Information

For the year ended 30 June 2018

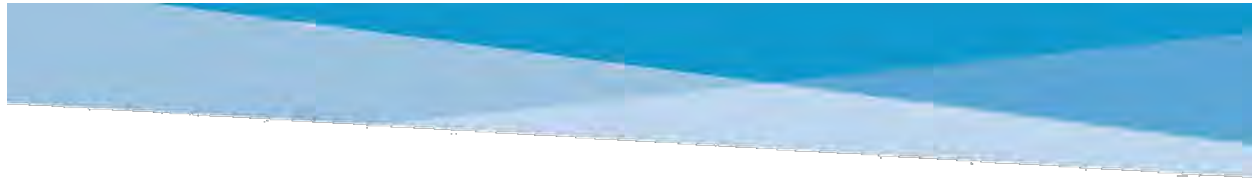
### 1. Basis of preparation

Council is required to prepare and include a Performance Statement within its annual report. The Performance Statement includes the results of the prescribed sustainable capacity, service performance and financial performance indicators and measures together with a description of the municipality and an explanation of material variations in the results. Council has made a number of comments under 'Material Variations' to assist readers to interpret the results. This statement has been prepared to meet the requirements of the *Local Government Act 1989* and *Local Government (Planning and Reporting) Regulations 2014*.

Where applicable the results in the Performance Statement have been prepared on accounting bases consistent with those reported in the Financial Statements. The other results are based on information drawn from Council information systems or from third parties (e.g. Australian Bureau of Statistics).

The Performance Statement presents the actual results for the current year and for the prescribed financial performance indicators and measures, the results forecast by Council's Strategic Resource Plan. The *Local Government (Planning and Reporting) Regulations 2014* requires explanation of any material variations in the results contained in the Performance Statement.

The forecast figures included in the Performance Statement are those adopted by Council in its Strategic Resource Plan on 12 June 2018 and which forms part of the Council Plan. The Strategic Resource Plan includes estimates based on key assumptions about the future that were relevant at the time of adoption and aimed at achieving sustainability over the long term. Detailed information on the actual financial results is contained in the General Purpose Financial Statements. The Strategic Resource Plan can be obtained by contacting Council.



## Certification of the Performance Statement

In my opinion, the accompanying Performance Statement has been prepared in accordance with the *Local Government Act 1989* and the *Local Government (Planning and Reporting) Regulations 2014*.

---

**Kim Jaensch CPA MBA**  
**Principal Accounting Officer**  
**Dated:** 10 September 2018

In our opinion, the accompanying Performance Statement of *Frankston City Council* for the year ended 30 June 2018 presents fairly the results of council's performance in accordance with the *Local Government Act 1989* and the *Local Government (Planning and Reporting) Regulations 2014*.

The Performance Statement contains the relevant performance indicators, measures and results in relation to service performance, financial performance and sustainable capacity.

At the date of signing, we are not aware of any circumstances that would render any particulars in the Performance Statement to be misleading or inaccurate.

We have been authorised by the Council and by the *Local Government (Planning and Reporting) Regulations 2014* to certify this Performance Statement in its final form.

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**Cr. Colin Hampton**  
**Mayor**  
**Dated:** 10 September 2018

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**Cr. Kris Bolam**  
**Councillor**  
**Dated:** 10 September 2018

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**Dennis Hovenden**  
**Chief Executive Officer**  
**Dated:** 10 September 2018

# Draft Consolidated Financial Report

For the year ended 30 June 2018

## CONTENTS

<b>Financial Report</b>	
Certification of the Financial Statements	5
Victorian Auditor-General's Office Report	6
<b>Financial Statements</b>	
Comprehensive Income Statement	8
Balance Sheet	9
Statement of Changes in Equity	10
Statement of Cash Flows	11
Statement of Capital Works	12
<b>Overview</b>	13
<b>Notes to Financial Statements</b>	
Note 1 Performance against budget	14
1.1 Income and expenditure	14
1.2 Capital works	16
Note 2 Funding for the delivery of our services	
2.1 Rates and charges	18
2.2 Statutory fees and fines	18
2.3 User fees	19
2.4 Funding from other levels of government	19
2.5 Contributions	21
2.6 Net gain/(loss) on disposal of property, plant and equipment	22
2.7 Other income	22
Note 3 The cost of delivering services	
3.1 Employee costs	23
3.2 Materials and services	23
3.3 Depreciation and amortisation	24
3.4 Other expenses	24
3.5 Borrowing costs	24
3.6 Bad and doubtful debts	24
Note 4 Our financial position	
4.1 Financial assets	25
4.2 Non-financial assets	26
4.3 Payables	27
4.4 Interest-bearing liabilities	28
4.5 Provisions	29
4.6 Financing arrangements	30
4.7 Commitments	31
Note 5 Assets we manage	
5.1 Property, infrastructure, plant and equipment	32
5.2 Investments in subsidiaries	39
Note 6 People and relationships	
6.1 Council and key management remuneration	41
6.2 Related party disclosure	43
Note 7 Managing uncertainties	
7.1 Contingent assets and liabilities	43
7.2 Change in accounting standards	44
7.3 Financial instruments	45
7.4 Fair value measurement	46
7.5 Events occurring after balance date	47
Note 8 Other matters	
8.1 Reserves	48
8.2 Reconciliation of cash flows from operating activities to surplus	50
8.3 Superannuation	51
8.4 Prior period error	52

## Certification of Financial Statements

In my opinion the accompanying Financial Statements have been prepared in accordance with the *Local Government Act 1989*, the Local Government (Planning and Reporting) Regulations 2014, Australian Accounting Standards and other mandatory professional reporting requirements.

**Kim Jaensch CPA MBA**  
**PRINCIPAL ACCOUNTING OFFICER**  
10 September 2018  
30 Davey Street, Frankston Victoria, Australia

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

We have been authorised by Council on 10 September 2018 and by the *Local Government (Planning and Reporting)*

**Cr. Colin Hampton**  
**MAYOR**  
10 September 2018  
30 Davey Street, Frankston Victoria, Australia

**Cr. Kris Bolam**  
**COUNCILLOR**  
10 September 2018  
30 Davey Street, Frankston Victoria, Australia

**Dennis Hovenden**  
**CHIEF EXECUTIVE OFFICER**  
10 September 2018  
30 Davey Street, Frankston Victoria, Australia

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**<INSERT VAGO REPORT - PAGE 2>**

## 2017-2018 Financial Report

### Comprehensive Income Statement

For the year ended 30 June 2018

	Note	2018 \$'000	2017 \$'000
<b>Income</b>			
Rates and charges	2.1	117,044	113,751
Statutory fees and fines	2.2	5,842	5,863
User fees	2.3	22,259	22,028
Grants - operating	2.4	20,237	23,062
Grants - capital	2.4	3,212	4,865
Contributions - monetary	2.5	3,695	1,830
Contributions - non monetary	2.5	3,607	3,147
Net gain/(loss) on disposal of property, plant and equipment	2.6	1,923	1,110
Other income	2.7	6,125	4,549
<b>Total income</b>		<b>183,944</b>	<b>180,205</b>
<b>Expenses</b>			
Employee costs	3.1	68,660	64,849
Materials and services	3.2	49,127	45,704
Depreciation and amortisation	3.3	28,730	29,279
Other expenses	3.4	4,607	5,160
Borrowings costs	3.5	1,869	1,917
Bad and doubtful debts	3.6	224	302
<b>Total expenses</b>		<b>153,217</b>	<b>147,211</b>
<b>Surplus for the year</b>		<b>30,727</b>	<b>32,994</b>
<b>Other comprehensive income</b>			
Net asset revaluation increment	5.2	277,030	31,477
<b>Total comprehensive result</b>		<b>307,757</b>	<b>64,471</b>

The above Comprehensive Income Statement should be read in conjunction with the accompanying notes.

## 2017-2018 Financial Report

### Balance Sheet

As at 30 June 2018

		2018	2017	2016
	Note	\$'000	Restated (1)	Restated (1)
		\$'000	\$'000	\$'000
<b>Assets</b>				
<b>Current assets</b>				
Cash and cash equivalents	4.1	53,715	55,328	32,695
Other financial assets	4.1	52,249	34,557	21,982
Trade and other receivables	4.1	15,795	12,151	13,360
Inventories	4.2	186	179	196
Assets held for resale		-	-	72
Other assets	4.2	2,224	2,123	763
<b>Total current assets</b>		<b>124,169</b>	<b>104,338</b>	<b>69,068</b>
<b>Non-current assets</b>				
Trade and other receivables	4.1	31	76	184
Other financial assets	4.1	5,500	1,000	1,000
Property, infrastructure, plant and equipment	5.1	1,682,437	1,387,113	1,336,875
Intangible assets	4.2	1,871	2,468	2,730
<b>Total non-current assets</b>		<b>1,689,839</b>	<b>1,390,657</b>	<b>1,340,789</b>
<b>Total assets</b>		<b>1,814,008</b>	<b>1,494,995</b>	<b>1,409,857</b>
<b>Liabilities</b>				
<b>Current liabilities</b>				
Trade and other payables	4.3	18,190	12,905	13,635
Trust funds and deposits	4.3	12,622	6,800	5,277
Provisions	4.5	11,298	10,861	11,093
Interest-bearing loans liabilities	4.4	7,023	773	1,336
<b>Total current liabilities</b>		<b>49,133</b>	<b>31,339</b>	<b>31,341</b>
<b>Non-current liabilities</b>				
Provisions	4.5	1,725	1,484	1,748
Interest-bearing loans liabilities	4.4	28,068	35,091	35,864
<b>Total non-current liabilities</b>		<b>29,793</b>	<b>36,575</b>	<b>37,612</b>
<b>Total liabilities</b>		<b>78,926</b>	<b>67,914</b>	<b>68,953</b>
<b>Net assets</b>		<b>1,735,082</b>	<b>1,427,081</b>	<b>1,340,904</b>
<b>Equity</b>				
Accumulated surplus		689,811	678,235	646,750
Reserves	8.1	1,045,271	748,846	694,154
<b>Total equity</b>		<b>1,735,082</b>	<b>1,427,081</b>	<b>1,340,904</b>

(1) Council has corrected errors that, as outlined in note 8.4, required restatement of property, infrastructure, plant and equipment and accumulated surplus as at 1 July 2016. The consequences of this correction are also reflected in note 8.4

The above Balance Sheet should be read in conjunction with the accompanying notes.

## 2017-2018 Financial Report

### Statement of Changes in Equity

For the year ended 30 June 2018

2018	Note	Total	Accumulated Surplus	Revaluation Reserve	Other Reserves
		2018 \$'000	2018 \$'000	2018 \$'000	2018 \$'000
Balance at beginning of the financial year		1,427,081	678,235	693,803	55,043
Surplus for the year		30,727	30,727	-	-
Prior year adjustment		244	244	-	-
Net asset revaluation increment	8.1(a)	277,030	-	277,030	-
Transfers to other reserves	8.1(b)	-	(26,575)	-	26,575
Transfers from other reserves	8.1(b)	-	7,180	-	(7,180)
<b>Balance at end of the financial year</b>		<b>1,735,082</b>	<b>689,811</b>	<b>970,833</b>	<b>74,438</b>

2017		Total	Accumulated Surplus	Asset Revaluation	Other Reserves
		2017 \$'000	2017 \$'000	2017 \$'000	2017 \$'000
Balance at beginning of the financial year		1,313,392	646,750	662,326	31,828
Surplus for the year		32,994	32,994	-	-
Prior year adjustment		21,706	21,802	-	(96)
Net asset revaluation increment	8.1(a)	31,477	-	31,477	-
Transfers to other reserves	8.1(b)	-	(25,409)	-	25,409
Transfers from other reserves	8.1(b)	-	2,098	-	(2,098)
<b>Balance at end of the financial year</b>		<b>1,399,569</b>	<b>678,235</b>	<b>693,803</b>	<b>55,043</b>

The above Statement of Changes in Equity should be read in conjunction with the accompanying notes

## 2017-2018 Financial Report

### Statement of Cash Flows

For the year ended 30 June 2018

		2018	2017
		Inflows/ (Outflows)	Inflows/ (Outflows)
	Note	\$'000	\$'000
<b>Cash flows from operating activities</b>			
<b>Receipts</b>			
Rates and charges		115,928	113,875
Statutory fees and fines		5,217	5,064
User fees		22,864	23,366
Grants - operating		20,423	23,063
Grants - capital		3,012	4,865
Contributions - monetary		3,695	1,829
Other receipts		6,480	4,984
Net GST refund		2,811	100
		<u>180,430</u>	<u>177,146</u>
<b>Payments</b>			
Employee costs		(69,823)	(63,866)
Materials and services		(42,200)	(48,478)
Other payments		(3,122)	(3,053)
Trust funds and deposits taken and repaid		83	565
		<u>(115,062)</u>	<u>(114,832)</u>
<b>Net cash provided by/(used in) operating activities</b>	8.2	<u>65,368</u>	<u>62,314</u>
<b>Cash flows from investing activities</b>			
Payments for property, infrastructure, intangibles, plant and equipment	5.1	(44,744)	(25,443)
Proceeds from sale of property, plant and equipment	2.6	2,602	1,590
Payments for investments		(22,192)	(12,575)
<b>Net cash provided by/(used in) investing activities</b>		<u>(64,334)</u>	<u>(36,428)</u>
<b>Cash flows from financing activities</b>			
Finance costs		(1,874)	(1,920)
Repayment of borrowings		(773)	(1,333)
<b>Net cash provided by/(used in) financing activities</b>		<u>(2,647)</u>	<u>(3,253)</u>
Net (decrease)/increase in cash and cash equivalents		<u>(1,613)</u>	<u>22,633</u>
Cash and cash equivalents at the beginning of the financial year		55,328	32,695
<b>Cash and cash equivalents at the end of the financial year</b>	4.1	<u>53,715</u>	<u>55,328</u>
Financing arrangements	4.6		
Restrictions on cash assets	4.1		

The above Statement of Cash Flows should be read in conjunction with the accompanying notes.

## 2017-2018 Financial Report

### Statement of Capital Works

For the year ended 30 June 2018

	Note	2018 \$'000	2017 \$'000
<b>Property</b>			
Land		867	225
<b>Total land</b>		<b>867</b>	<b>225</b>
Buildings		14,457	7,393
Building improvements		32	661
<b>Total buildings</b>		<b>14,489</b>	<b>8,054</b>
<b>Total property</b>		<b>15,356</b>	<b>8,279</b>
<b>Plant and equipment</b>			
Plant, machinery and equipment		2,477	2,342
Fixtures, fittings and furniture		768	885
Computers and telecommunications		831	1,402
Library books		510	563
<b>Total plant and equipment</b>		<b>4,586</b>	<b>5,192</b>
<b>Infrastructure</b>			
Roads		5,618	1,871
Bridges		1,115	745
Footpaths and cycleways		2,522	2,277
Drainage		1,202	97
Recreational, leisure and community facilities		5,852	2,708
Waste management		-	74
Parks, open space and streetscapes		4,647	3,525
Off street car parks		2,176	-
Other infrastructure		1,158	39
<b>Total infrastructure</b>		<b>24,290</b>	<b>11,336</b>
<b>Total capital works expenditure</b>		<b>44,232</b>	<b>24,807</b>
<b>Represented by:</b>			
New asset expenditure		10,597	3,859
Asset renewal expenditure		25,490	17,072
Asset expansion expenditure		436	1,027
Asset upgrade expenditure		7,709	2,849
<b>Total capital works expenditure</b>		<b>44,232</b>	<b>24,807</b>

The above Statement of Capital Works should be read in conjunction with the accompanying notes.

## Notes to the Financial Statements For the year ended 30 June 2018

### OVERVIEW

#### Introduction

Frankston City Council was established by an Order of the Governor in Council on 15 December 1994 and is a body corporate. The Council's main office is located at 30 Davey Street, Frankston, Victoria.

#### Statement of compliance

These financial statements are a general purpose financial report that consists of a Comprehensive Income Statement, Balance Sheet, Statement of Changes in Equity, Statement of Cash Flows, Statement of Capital Works and Notes accompanying these financial statements. The general purpose financial report complies with Australian Accounting Standards (AAS), other authoritative pronouncements of the Australian Accounting Standards Board (AASB), the *Local Government Act 1989*, and the *Local Government (Planning and Reporting) Regulations 2014*.

#### Significant accounting policies

##### (a) Basis of accounting

The accrual basis of accounting has been used in the preparation of these financial statements, whereby assets, liabilities, equity, income and expenses are recognised in the reporting period to which they relate, regardless of when cash is received or paid.

Judgements, estimates and assumptions are required to be made about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and associated judgements are based on professional judgement derived from historical experience and various other factors that are believed to be reasonable under the circumstances. Actual results may differ from these estimates.

Revisions to accounting estimates are recognised in the period in which the estimate is revised and also in future periods that are affected by the revision. Judgements and assumptions made by management in the application of AAS's that have significant effects on the financial statements and estimates relate to:

- the fair value of land, buildings, infrastructure, plant and equipment (refer to note 5.2)
- the determination of depreciation for buildings, infrastructure, plant and equipment (refer to note 5.2)
- the determination of employee provisions (refer to note 4.5)
- other areas requiring judgments

Unless otherwise stated, all accounting policies are consistent with those applied in the prior year. Where appropriate, comparative figures have been amended to accord with current presentation, and disclosure has been made of any material changes to comparatives.

The Frankston Cemetery Trust has been specifically excluded from this report by virtue of the *Cemeteries Trust Act (1958)*.

## Notes to the Financial Statements For the year ended 30 June 2018

### Note 1 Performance against budget

The performance against budget notes compare Council's financial plan, expressed through its Annual Budget, with actual performance. The *Local Government (Planning and Reporting) Regulations 2014* requires explanation of any material variances. Council has adopted a materiality threshold of 10 per cent where further explanation is warranted. Explanations have not been provided for variations below the materiality threshold unless the variance is considered to be material because of its nature.

The budget figures detailed below are those adopted by Council on 31 May 2017. The budget was based on assumptions that were relevant at the time of adoption of the Budget. Council sets guidelines and parameters for income and expense targets in this budget in order to meet Council's planning and financial performance targets for both the short and long-term. The Budget did not reflect any changes to equity resulting from asset revaluations, as their impacts were not considered predictable.

These notes are prepared to meet the requirements of the *Local Government Act 1989* and the *Local Government (Planning and Reporting) Regulations 2014*.

#### 1.1 Income and Expenditure

	Budget 2018 \$'000	Actual 2018 \$'000	Variances 2018 \$'000	Ref.
<b>Income</b>				
Rates and charges	116,823	117,044	221	
Statutory fees and fines	5,697	5,842	145	
User fees	25,542	22,259	(3,283)	1
Grants - operating	18,289	20,237	1,948	2
Grants - capital	9,316	3,212	(6,104)	3
Contributions - monetary	3,634	3,695	61	
Contributions - non-monetary	800	3,607	2,807	4
Net gain/(loss) on disposal of property, plant and equipment	1,913	1,923	10	
Other income	3,315	6,125	2,810	5
<b>Total income</b>	<b>185,329</b>	<b>183,944</b>	<b>(1,385)</b>	
<b>Expenses</b>				
Employee costs	67,915	68,660	(745)	
Materials and services	48,617	49,127	(510)	
Bad and doubtful debts	406	224	182	6
Depreciation and amortisation	27,119	28,730	(1,611)	
Borrowing costs	1,870	1,869	1	
Other expenses	2,873	4,607	(1,734)	7
<b>Total expenses</b>	<b>148,800</b>	<b>153,217</b>	<b>(4,417)</b>	
<b>Surplus/(deficit) for the year</b>	<b>36,529</b>	<b>30,727</b>	<b>5,802</b>	

## Notes to the Financial Statements For the year ended 30 June 2018

### Note 1. Performance against budget (cont.)

#### (i) Explanation of material variations

Variance Ref	Item	Explanation
1.	User fees	User Fees and Charges had an unfavourable actual to budget variance of \$3.283 million mainly due to equipment damage resulting in the closure of the pool at Peninsula Aquatic Recreation Centre (PARC) for a period of time, a reduction in parking income due to waiving of fees in some CAA car parks due to Frankston Train Station works and lower than expected use of Frankston Regional Recycling and Recovery Centre (FRRRC).
2.	Grants - operating	Grants – operating had a favourable actual to budget variance of \$1.948 million as a result of an increase in grant received from the Victorian Grants Commission, receipt of non-recurrent grants that weren't budgeted for and an increase in Family Health grants due to higher utilisation of services.
3.	Grants - capital	Grants – capital had an unfavourable actual to budget variance of \$6.104 million mainly due to funds received for Kananook Reserve Stadium (Basketball) being moved to reserve as the project is currently on hold. Further projects which have experienced delays in work have also meant funding has not been received yet.
4.	Contributions - non-monetary	Contributions – non-monetary had an favourable actual to budget variance of \$2.807 million as a result of an increase in the gifted land, roads and drainage received relating to subdivisions within the municipality. In particular we received a large parcel of gifted land at Redgum Avenue Carrum Downs that contributed a value of \$1.250 million.
5.	Other income	Other income had a favourable actual to budget variance of \$2.810 million mainly due to insurance claim recovery received from the pool damage at PARC and interest income earned on higher than anticipated cash holdings.
6.	Bad and doubtful debts	Bad and doubtful debts had a favourable actual to budget variance of \$0.182 million mainly due to reduced debt levels associated with a reduction of infringements issued and the debt management project identifying a more accurate provision level and procedures for managing debt.
7.	Other expenses	Other expenses had an unfavourable actual to budget variance of \$1.734 million as a result of a write off of other assets and roads and kindergarten grants paid that were not budgeted for.

## Notes to the Financial Statements For the year ended 30 June 2018

### Note 1. Performance against budget (cont.)

#### 1.2 Capital Works

	Budget 2018 \$'000	Actual 2018 \$'000	Variances 2018 \$'000	Ref.
<b>Property</b>				
Land	-	867	(867)	1.
Buildings	21,722	14,457	7,265	2.
Building improvements	-	32	(32)	3.
<b>Total Property</b>	<b>21,722</b>	<b>15,356</b>	<b>6,366</b>	
<b>Plant and equipment</b>				
Plant, machinery and equipment	2,585	2,477	108	
Fixtures, fittings and furniture	140	768	(628)	4.
Computers and telecommunications	1,901	831	1,070	5.
Library books	700	510	190	6.
<b>Total plant and equipment</b>	<b>5,326</b>	<b>4,586</b>	<b>740</b>	
<b>Infrastructure</b>				
Roads	9,025	5,618	3,407	7.
Bridges	925	1,115	(190)	8.
Footpaths and cycleways	2,267	2,522	(255)	9.
Drainage	866	1,202	(336)	10.
Recreational, leisure and community facilities	4,620	5,852	(1,232)	11.
Waste management	125	-	125	12.
Parks, open space and streetscapes	4,900	4,647	253	
Off street car parks	1,170	2,176	(1,006)	13.
Other infrastructure	1,074	1,158	(84)	
<b>Total infrastructure</b>	<b>24,972</b>	<b>24,290</b>	<b>682</b>	
<b>Total capital works expenditure</b>	<b>52,020</b>	<b>44,232</b>	<b>7,788</b>	
<b>Represented by:</b>				
New asset expenditure	24,346	10,597	13,749	
Asset renewal expenditure	7,084	25,490	(18,406)	
Asset expansion expenditure	12,457	436	12,021	
Asset upgrade expenditure	8,183	7,709	474	
<b>Total capital works expenditure</b>	<b>52,070</b>	<b>44,232</b>	<b>7,838</b>	

## Notes to the Financial Statements For the year ended 30 June 2018

### Note 1. Performance against budget (cont.)

#### (i) Explanation of material variations

Variance Ref	Item	Explanation
1.	Land	The actual amount spent for land is reflective of the purchase of 16 Cranbourne Road.
2.	Buildings	Buildings budget was underspent by \$7.2m mainly due to the Frankston Basketball Centre project being withdrawn with further decision on the project to be made.
3.	Building improvements	Actual spend is due to new projects that were introduced throughout the year.
4.	Fixtures, fittings and furniture	Fixtures, fittings and furniture actual to budget overspend of \$0.6m due to the reclassification of Lighting and CCTV projects from recreation and computers and telecommunications.
5.	Computers and telecommunications	Computers and telecommunications actual to budget underspend of \$1.0m due to reclassification of CCTV project to fixtures, fittings and furniture and multi year projects of 0.7m being carried forward to 2018-2019 financial year.
6.	Library books	Library books was underspent by \$0.2m due to the decision to expense E-books by transferring from the capital to the operational budget.
7.	Roads	Roads underspent by \$3.4m actual to budget primarily due to delayed works and therefore carry forward of funds to the 2018-2019 year for project completion.
8.	Bridges	Bridges overspent by \$0.2m due to the scope of the Landmark Bridge project increasing to cater for additional protective coating required.
9.	Footpaths and cycleways	Footpaths and cycleways were overspent actual to budget by \$0.2m due to additional projects being added to the program.
10.	Drainage	Drainage was overspent actual to budget by \$0.3m due to additional expenditure from carried forward projects from 2016-2017.
11.	Recreational, leisure and community facilities	Recreational, leisure and community facilities were \$1.2m overspent actual to budget mainly due to the addition of a project at Belvedere Reserve during the financial year.
12.	Waste management	Waste management incurred no expenditure this financial year with the funds to be carried forward to 2018-2019 financial year for completion.
13.	Off street car parks	Offstreet car parks were overspent by \$1.0m actual to budget due to expenditure associated with carry forward projects from 2016-2017 financial year.

## Notes to the Financial Statements For the year ended 30 June 2018

2018	2017
\$'000	\$'000

### Note 2 Funding for the delivery of our services

#### 2.1 Rates and charges

Council uses capital improved value as the basis of valuation of all properties within the municipal district. The capital improved value of a property is its site value plus the value of any structures on the property (excluding goods and chattels).

The valuation base used to calculate general rates for 2017-2018 was \$27,746 million (2016-2017 \$27,381 million). The 2017-2018 rate in the capital improved value dollar was 0.2873 (2016-2017 0.2873). The municipal charge is levied at the rate of \$155.60 (2017-2018 \$152.55) per rateable property.

General rates		
Residential	70,480	66,462
Commercial	8,190	7,617
Industrial	5,091	4,824
Rural/farm	39	2,240
Waste management charge	22,596	21,837
Municipal charge	9,611	9,320
Supplementary rates and rate adjustments	456	895
Interest		
- Rate interest	565	535
- Interest received on special charge debtors	16	21
<b>Total rates and charges</b>	<b>117,044</b>	<b>113,751</b>

The date of the latest general revaluation of land for rating purposes within the municipality was 1 January 2016 and the valuation was applied to the rating period commencing 1 July 2016.

Valuations were prepared by registered valuers Patel Dore Pty Ltd under contract to Council.

Annual rates and charges are recognised as revenues when Council issues annual rates notices. Supplementary rates are recognised when a valuation and reassessment is completed and a supplementary rates notice issued.

#### 2.2 Statutory fees and fines

Infringements and costs	2,529	2,859
Building and town planning fees	1,497	1,114
Permits	1,626	1,683
Land information certificates	139	135
Court recoveries	51	72
<b>Total statutory fees and fines</b>	<b>5,842</b>	<b>5,863</b>

Statutory fees and fines (including parking fines) are recognised as revenue when the service has been provided, the payment is received, or when the penalty has been applied, whichever first occurs.

## Notes to the Financial Statements

### For the year ended 30 June 2018

	2018 \$'000	2017 \$'000
<b>2.3 User fees</b>		
Recreation and leisure	10,874	11,135
Waste management	3,215	2,423
Frankston Arts Centre	2,767	2,581
Parking	1,955	1,724
Aged and disability services	922	890
Legal cost recovery - rates	419	420
Registrations and other permits	322	409
Building and planning permits and other charges	297	422
Other fees and charges	222	361
Child care/children's program	409	330
Transportation and developments	324	482
Events and festivals	156	164
Library fees and fines	179	191
Community development	169	197
Valuation fees/supplementary charges	29	299
<b>Total user fees</b>	<b>22,259</b>	<b>22,028</b>

User fees are recognised as revenue when the service has been provided or Council has otherwise earned the income.

## 2.4 Funding from other levels of government

Grants were received in respect of the following:

### Summary of grants

Commonwealth funded grants	15,769	19,902
State funded grants	7,680	8,025
<b>Total grants received</b>	<b>23,449</b>	<b>27,927</b>

### (a) Operating grants

#### Recurrent - Commonwealth Government

Financial Assistance Grants	8,879	12,574
Aged and community care	4,238	4,197
Childcare Centre	564	694
Community support	80	80
Immunisation	17	19
<b>Recurrent Commonwealth grants</b>	<b>13,778</b>	<b>17,564</b>

## Notes to the Financial Statements

### For the year ended 30 June 2018

	2018 \$'000	2017 \$'000
<b>2.4 Funding from other levels of government (cont.)</b>		
<b>(a) Operating grants (cont.)</b>		
<i><b>Recurrent - State Government</b></i>		
Maternal and child health	1,538	1,578
Aged and community care	1,319	1,334
Library	875	863
School crossing supervision	770	250
Community Development	146	164
Community support	356	350
Recreation	49	44
Community safety	40	20
Youth	59	48
Immunisation	120	126
Childcare Centre	(3)	12
<b>Recurrent State grants</b>	<b>5,269</b>	<b>4,789</b>
<b>Total recurrent operating grants</b>	<b>19,047</b>	<b>22,353</b>
<i><b>Non-recurrent - Commonwealth Government</b></i>		
Maternal and child health	38	35
Community support	-	5
<b>Non-recurrent Commonwealth grants</b>	<b>38</b>	<b>40</b>
<i><b>Non-recurrent - State Government</b></i>		
Maternal and child health	384	43
Community safety	128	36
Youth	138	146
Community development	152	140
Community support	79	132
Community arts	110	44
Recreation	3	122
Library	-	6
Environment	158	-
<b>Non-recurrent State grants</b>	<b>1,152</b>	<b>669</b>
<b>Total non-recurrent operating grants</b>	<b>1,190</b>	<b>709</b>
<b>Total operating grants</b>	<b>20,237</b>	<b>23,062</b>

## Notes to the Financial Statements For the year ended 30 June 2018

	2018	2017
	\$'000	\$'000

### 2.4 Funding from other levels of government (cont.)

#### (b) Capital grants

##### *Recurrent - Commonwealth Government*

Roads to recovery	1,356	1,272
<b>Recurrent Commonwealth grants</b>	<b>1,356</b>	<b>1,272</b>

##### *Non-recurrent - Commonwealth Government*

Fixtures, fittings and furniture	300	-
Plant and equipment	87	126
Buildings	163	892
Recreational, leisure and community facilities	47	8
<b>Non-recurrent Commonwealth grants</b>	<b>597</b>	<b>1,026</b>

##### *Non-recurrent - State Government*

Buildings	543	2,158
Fixtures, fittings and furniture	207	90
Roads	10	-
Recreational, leisure and community facilities	489	319
Parks, open space and streetscapes	10	-
<b>Non-recurrent State grants</b>	<b>1,259</b>	<b>2,567</b>
<b>Total non-recurrent capital grants</b>	<b>1,856</b>	<b>3,593</b>
<b>Total capital grants</b>	<b>3,212</b>	<b>4,865</b>

#### (c) Unspent grants received on condition that they be spent in a specific manner

Balance at start of year	10,217	3,865
Received during the financial year and remained unspent at balance date	5,819	7,727
Received in prior years and spent during the financial year	(3,689)	(1,375)
<b>Balance at year end</b>	<b>12,347</b>	<b>10,217</b>

Grant income is recognised when Council obtains control of the contribution. Control is normally obtained upon receipt (or acquittal) or upon earlier notification that a grant has been secured.

### 2.5 Contributions

Non-monetary	3,607	3,147
Monetary	3,695	1,830
<b>Total contributions</b>	<b>7,302</b>	<b>4,977</b>

#### (a) Monetary contributions

Local organisations	1,984	653
Public open space	1,711	1,177
<b>Monetary contributions</b>	<b>3,695</b>	<b>1,830</b>

Public open space fees received during the year are transferred to other reserves pursuant to section 18 of the *Subdivision Act 1988* (public open space reserve). Refer to note 8.1(b).

## Notes to the Financial Statements For the year ended 30 June 2018

	2018	2017
	\$'000	\$'000

### 2.5 Contributions (cont.)

#### (b) Non-monetary contributions

*Contributions of non-monetary assets were received in relation to the following asset classes*

Roads	763	1,630
Land	2,026	844
Drainage	810	600
Other	8	42
Footpath and cycleways	-	31
<b>Total non-monetary contributions</b>	<b>3,607</b>	<b>3,147</b>

Monetary and non monetary contributions are recognised as revenue when Council obtains control over the contributed asset.

### 2.6 Net gain/(loss) on disposal of property, plant and equipment

#### (a) Plant and equipment

Proceeds from sale	1,044	843
Written down value of assets disposed	(402)	(408)
<b>Total net gain on disposal of plant and equipment</b>	<b>642</b>	<b>435</b>

#### (b) Property

Proceeds from sale	1,557	747
Written down value of assets sold	(276)	(72)
<b>Total net gain on disposal of land and buildings</b>	<b>1,281</b>	<b>675</b>
<b>Total net loss on disposal of property, plant and equipment</b>	<b>1,923</b>	<b>1,110</b>

The profit or loss on sale of an asset is determined when control of the asset has passed to the buyer.

### 2.7 Other income

Interest	2,138	1,340
Other	1,162	557
Other rent	933	1,033
Reimbursements	485	210
Sales	1,407	1,409
<b>Total other income</b>	<b>6,125</b>	<b>4,549</b>

Interest is recognised as it is earned.

Other income is measured at the fair value of the consideration received or receivable and is recognised when Council gains control over the right to receive the income.

## Notes to the Financial Statements For the year ended 30 June 2018

	2018	2017
	\$'000	\$'000

### Note 3 The cost of delivering services

#### 3.1 Employee costs

##### (a) Employee costs

Salaries and wages	52,471	49,910
Casual and agency staff	7,457	6,388
Superannuation	5,549	5,161
Long service leave	1,474	1,083
Workcover	1,216	1,698
Fringe benefits tax	167	186
Redundancies	198	289
Other	128	134
<b>Total employee costs</b>	<b>68,660</b>	<b>64,849</b>

##### (b) Superannuation

Council made contributions to the following funds:

##### Defined benefit fund

Employer contributions to Local Authorities Superannuation Fund (Vision Super)

277	322
<b>277</b>	<b>322</b>

Employer contributions payable at reporting date

-	-
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##### Accumulation funds

Employer contributions to Local Authorities Superannuation Fund (Vision Super)

5,272	4,839
<b>5,272</b>	<b>4,839</b>

Employer contributions payable at reporting date

455	620
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Refer to note 8.3 for further information relating to Council's superannuation obligations

#### 3.2 Materials and services

Contract services	26,486	24,022
Materials	5,012	4,036
Information technology	2,188	2,710
Utilities	3,560	3,403
Insurance and fire services levy	986	946
Plant and equipment	1,832	1,920
Consultants	1,545	1,064
Building maintenance	3,571	3,091
Office administration	1,193	1,066
Finance and legal	858	735
Marketing and promotion	720	864
Cost of goods sold	617	659
General maintenance	559	1,188
<b>Total materials and services</b>	<b>49,127</b>	<b>45,704</b>

## Notes to the Financial Statements For the year ended 30 June 2018

	2018 \$'000	2017 \$'000
<b>3.3 Depreciation and amortisation</b>		
Infrastructure	18,638	18,193
Property	5,076	6,909
Plant and equipment	4,117	3,279
<b>Total depreciation</b>	<b>27,831</b>	<b>28,381</b>
Intangible assets	899	898
<b>Total depreciation and amortisation</b>	<b>28,730</b>	<b>29,279</b>
Please refer to note 4.2(c) and note 5.1 for a more detailed breakdown of depreciation and amortisation charges and accounting policy.		
<b>3.4 Other expenses</b>		
Grants and contributions	795	800
Training and professional development	597	587
Councillors' allowances and expenses	367	345
Court lodgement fees	352	342
Operating lease rentals	510	441
Auditor remuneration - Internal	104	151
Director and committee member fees	213	198
Board costs	84	85
Auditors' remuneration - VAGO - audit of the financial statements, performance statement and grant acquittals	101	100
Assets written-off / impaired	1,484	2,109
Legal settlement	-	2
<b>Total other expenses</b>	<b>4,607</b>	<b>5,160</b>
<b>3.5 Borrowing costs</b>		
Interest - borrowings	1,869	1,917
<b>Total borrowing costs</b>	<b>1,869</b>	<b>1,917</b>
<b>3.6 Bad and doubtful debts</b>		
Parking fine debtors	168	232
Other debtors	56	70
<b>Total bad and doubtful debts</b>	<b>224</b>	<b>302</b>

## Notes to the Financial Statements For the year ended 30 June 2018

	2018	2017
	\$'000	\$'000

### Note 4 Our Financial Position

#### 4.1 Financial assets

##### (a) Cash and cash equivalents

Cash on hand	21	20
Cash at bank	1,605	2,196
Term deposits	52,089	53,112
<b>Total cash and cash equivalents</b>	<b>53,715</b>	<b>55,328</b>

##### (b) Other financial assets

Term deposits - current	52,249	34,557
Term deposits - non-current	5,500	1,000
<b>Total other financial assets</b>	<b>57,749</b>	<b>35,557</b>
<b>Total financial assets</b>	<b>111,464</b>	<b>90,885</b>

Council's cash and cash equivalents are subject to external restrictions that limit amounts available for discretionary use. These include:

- Trust funds and deposits (note 4.3)	12,622	6,800
<b>Total restricted funds</b>	<b>12,622</b>	<b>6,800</b>
<b>Total unrestricted cash and cash equivalents</b>	<b>41,093</b>	<b>48,528</b>

##### Intended allocations

Although not externally restricted the following amounts have been allocated for specific future purposes by Council:

- Strategic asset reserve (note 8.1b)	25,988	19,647
- MAV LGFV Fund (note 8.1b)	15,542	14,202
- Unexpended grants (note 8.1b)	12,347	10,217
- Cash held to fund carried forward capital works	8,004	15,443
- Capital project reserve (note 8.1b)	7,313	1,967
- PARC asset management sinking fund (note 8.1b)	6,000	3,000
- Statutory reserves (note 8.1b)	5,684	4,467
- PARC asset management plan reserve (note 8.1b)	1,025	960
- PARC strategic reserve (note 8.1b)	495	526
- Resource efficiency reserve (note 8.1b)	44	57
<b>Total funds subject to intended allocations</b>	<b>82,442</b>	<b>70,486</b>

Cash and cash equivalents include cash on hand, deposits at call, and other highly liquid investments with original maturities of 90 days or less, net of outstanding bank overdrafts.

Other financial assets are valued at fair value at balance date. Term deposits are measured at original cost. Any unrealised gains and losses on holdings at balance date are recognised as either a revenue or expense.

## Notes to the Financial Statements For the year ended 30 June 2018

	2018 \$'000	2017 \$'000
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### 4.1 Financial assets (cont.)

#### (c) Trade and other receivables

##### Current

##### Statutory receivables

Rates debtors	9,571	8,347
Infringement debtors	3,702	3,076
Provision for doubtful debts - infringements	(2,050)	(1,842)
Special rate scheme	146	146

##### Non statutory receivables

Other debtors	4,530	2,517
Provision for doubtful debts - other debtors	(104)	(93)
<b>Total current trade and other receivables</b>	<b>15,795</b>	<b>12,151</b>

##### Non-current

##### Statutory receivables

Special rate scheme	31	76
<b>Total non-current trade and other receivables</b>	<b>31</b>	<b>76</b>

Short term receivables are carried at invoice amount. A provision for doubtful debts is recognised when there is objective evidence that an impairment has occurred. Long term receivables are carried at invoice amount. A provision for doubtful debts is recognised when there is objective evidence that an impairment has occurred.

#### (a) Ageing of receivables

The ageing of the Council's trade and other receivables (excluding statutory receivables) that are not impaired was:

Current (not yet due)	2,895	1,937
Past due by up to 30 days	1,235	173
Past due between 31 and 180 days	400	407
<b>Total trade and other receivables</b>	<b>4,530</b>	<b>2,517</b>

### 4.2 Non-financial assets

#### (a) Inventories

Inventories held for distribution	112	99
Inventories held for sale	74	80
<b>Total inventories</b>	<b>186</b>	<b>179</b>

Inventories held for distribution are measured at cost, adjusted when applicable for any loss of service potential. All other inventories, including land held for sale, are measured at the lower of cost and net realisable value. Where inventories are acquired for no cost or nominal consideration, they are measured at current replacement cost at the date of acquisition.

## Notes to the Financial Statements For the year ended 30 June 2018

	2018 \$'000	2017 \$'000
<b>4.2 Non-financial assets (cont.)</b>		
<b>(b) Other assets</b>		
Prepayments	1,301	1,135
Accrual Income	918	983
Other	5	5
<b>Total other assets</b>	<b>2,224</b>	<b>2,123</b>
<b>(c) Intangible assets</b>		
<b>Software</b>		
At cost	5,470	5,168
Less accumulated amortisation	(3,599)	(2,700)
	<b>1,871</b>	<b>2,468</b>
<b>Gross carrying amount</b>		
Balance at 1 July	5,168	4,532
Acquisitions	302	636
Disposals	-	-
Transfers	-	-
Balance at 30 June	<b>5,470</b>	<b>5,168</b>
<b>Accumulated amortisation and impairment</b>		
Balance at 1 July	2,700	1,802
Amortisation expense	899	898
Disposals	-	-
Transfers	-	-
Balance at 30 June	<b>3,599</b>	<b>2,700</b>
<b>Net book value 30 June</b>	<b>1,871</b>	<b>2,468</b>

Intangible assets with finite lives are amortised as an expense on a systematic basis over the asset's useful life. Amortisation is generally calculated on a straight line basis, at a rate that allocates the asset value, less any estimated residual value over its estimated useful life. Estimates of the remaining useful lives and amortisation method are reviewed at least annually, and adjustments made where appropriate.

### 4.3 Payables

#### (a) Trade and other payables

Trade payables	16,338	9,253
Accruals and provisions	1,852	3,652
<b>Total trade and other payables</b>	<b>18,190</b>	<b>12,905</b>

## Notes to the Financial Statements For the year ended 30 June 2018

	2018 \$'000	2017 \$'000
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### 4.3 Payables (cont.)

#### (b) Trust funds and deposits

Fire Services Levy	6,423	1,972
Refundable deposits and bonds	3,315	1,951
Prepaid income	2,441	2,394
Trust deposits	332	372
Unclaimed moneys	111	111
<b>Total trust funds and deposits</b>	<b>12,622</b>	<b>6,800</b>

Amounts received as deposits and retention amounts controlled by Council are recognised as trust funds until they are returned, transferred in accordance with the purpose of the receipt, or forfeited. Trust funds that are forfeited, resulting in Council gaining control of the funds, are to be recognised as revenue at the time of forfeit.

#### Purpose and nature of items

**Refundable deposits** - Deposits are taken by Council as a form of surety in a number of circumstances, including building works, tender deposits, contract deposits and the use of Council facilities.

**Fire Services Levy** - Council is the collection agent for the Fire Services Levy on behalf of the Victorian Government. Council remits amounts received on a quarterly basis. Amounts disclosed here will be remitted to the Victorian Government in line with that process.

### 4.4 Interest-bearing liabilities

#### Current

Borrowings - secured	7,023	773
<b>Total current</b>	<b>7,023</b>	<b>773</b>

#### Non-current

Borrowings - secured	28,068	35,091
<b>Total non-current</b>	<b>28,068</b>	<b>35,091</b>
<b>Total interest-bearing liabilities</b>	<b>35,091</b>	<b>35,864</b>

Borrowings are secured over the general rate of Council as per section 141 of the *Local Government Act 1989*.

#### (a) The maturity profile for Council's borrowings is:

Not later than one year	7,023	773
Later than one year and not later than five years	1,426	8,057
Later than five years	26,642	27,034
	<b>35,091</b>	<b>35,864</b>

Borrowings are initially measured at fair value, being the cost of the interest bearing liabilities, net of transaction costs. The measurement basis subsequent to initial recognition depends on whether Council has categorised its interest-bearing liabilities as either financial liabilities designated at fair value through the profit and loss, or financial liabilities at amortised cost. Any difference between the initial recognised amount and the redemption value is recognised in net result over the period of the borrowing using the effective interest method.

The classification depends on the nature and purpose of the interest bearing liabilities. Council determines the classification of its interest bearing liabilities at initial recognition.

## Notes to the Financial Statements For the year ended 30 June 2018

### 4.5 Provisions

	Annual leave	Long service leave	Gratuity	Total
	\$'000	\$'000	\$'000	\$'000
<b>2018</b>				
Balance at beginning of financial year	3,933	8,288	124	12,345
Additional provisions	846	1,920	1	2,767
Amounts used	(530)	(1,532)	(27)	(2,089)
Balance at the end of the financial year	<b>4,249</b>	<b>8,676</b>	<b>98</b>	<b>13,023</b>
<b>2017</b>				
Balance at beginning of financial year	3,970	8,724	147	12,841
Additional provisions	4,025	1,021	2	5,048
Amounts used	(4,062)	(1,457)	(25)	(5,544)
Balance at the end of the financial year	<b>3,933</b>	<b>8,288</b>	<b>124</b>	<b>12,345</b>

	2018	2017
	\$'000	\$'000

#### Employee provisions

##### (a) Current provisions expected to be wholly settled within 12 months

Annual leave	4,037	3,736
Long service leave	1,043	1,021
Gratuity	3	4
	<b>5,083</b>	<b>4,761</b>
<b>Current provisions expected to be wholly settled after 12 months</b>		
Annual leave	212	197
Long service leave	5,908	5,783
Gratuity	95	120
	<b>6,215</b>	<b>6,100</b>
<b>Total current employee provisions</b>	<b>11,298</b>	<b>10,861</b>

## Notes to the Financial Statements For the year ended 30 June 2018

	2018 \$'000	2017 \$'000
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### 4.5 Provisions (cont.)

Aggregate carrying amount of employee provisions:

Current	11,298	10,861
Non-current	1,725	1,484
<b>Total aggregate carrying amount of employee provisions</b>	<b>13,023</b>	<b>12,345</b>

The calculation of employee costs and benefits includes all relevant on-costs and are calculated as follows at reporting date.

#### *Wages and salaries and annual leave*

Liabilities for wages and salaries, including non-monetary benefits and annual leave expected to be wholly settled within 12 months of the reporting date are recognised in the provision for employee benefits in respect of employee services up to the reporting date, classified as current liabilities and measured at their nominal values.

Liabilities that are not expected to be wholly settled within 12 months of the reporting date are recognised in the provision for employee benefits as current liabilities, measured at the present value of the amounts expected to be paid when the liabilities are settled using the remuneration rate expected to apply at the time of

#### *Long service leave*

Liability for long service leave (LSL) is recognised in the provision for employee benefits. LSL is measured at present value. Unconditional LSL is disclosed as a current liability. Conditional LSL that has been accrued, where an employee is yet to reach a qualifying term of employment, is disclosed as a non - current liability.

### 4.6 Financing arrangements

Council has the following arrangements in place as at 30 June

Bank overdraft	2,500	2,500
Credit card facilities	45	45
<b>Total unused facilities</b>	<b>2,545</b>	<b>2,545</b>
Interest-bearing loans and borrowings – secured	35,091	35,864
<b>Used facilities</b>	<b>35,091</b>	<b>35,864</b>

Council has a bank overdraft facility secured over rates with the Commonwealth Bank.

## Notes to the Financial Statements For the year ended 30 June 2018

### 4.7 Commitments

Council has entered into the following commitments. Commitments are not recognised in the Balance Sheet. Commitments are disclosed at their nominal value and presented inclusive of the GST payable.

2018	Not later than 1 year \$'000	Later than 1 year and not later than 2 years \$'000	Later than 2 year and not later than 5 years \$'000	Later than 5 years \$'001	Total \$'000
<b>Operating</b>					
Recycling and waste collection	10,654	-	-	-	10,654
Council building maintenance	4,000	4,000	-	-	8,000
Tree maintenance	825	-	-	-	825
Utilities	697	697	30	-	1,424
Other	1,449	858	87	-	2,394
Debt collection	460	-	-	-	460
Valuations	452	-	-	-	452
Information technology	389	-	-	-	389
<b>Total</b>	<b>18,926</b>	<b>5,555</b>	<b>117</b>	<b>-</b>	<b>24,598</b>
<b>Capital</b>					
Buildings	4,687	-	-	-	4,687
Infrastructure	7,944	-	-	-	7,944
Plant and equipment	431	-	-	-	431
<b>Total</b>	<b>13,062</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>13,062</b>
<b>2017</b>	<b>Not later than 1 year \$'000</b>	<b>Later than 1 year and not later than 2 years \$'000</b>	<b>Later than 2 year and not later than 5 years \$'000</b>	<b>Later than 5 years \$'001</b>	<b>Total \$'000</b>
<b>Operating</b>					
Recycling and waste collection	6,194	4,713	-	-	10,907
Council building maintenance	4,000	4,000	4,000	-	12,000
Tree maintenance	1,256	1,256	3,768	2,512	8,792
Utilities	1,483	36	-	-	1,519
Other	609	92	81	-	782
Debt collection	460	460	-	-	920
Valuations	452	452	-	-	904
Information technology	160	41	41	13	255
<b>Total</b>	<b>14,614</b>	<b>11,050</b>	<b>7,890</b>	<b>2,525</b>	<b>36,079</b>
<b>Capital</b>					
Buildings	9,792	-	-	-	9,792
Infrastructure	4,291	-	-	-	4,291
Plant and equipment	1,462	-	-	-	1,462
<b>Total</b>	<b>15,545</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>15,545</b>

## Notes to the Financial Statements

### For the year ended 30 June 2018

#### 5.1 Property, infrastructure, plant and equipment

##### Summary of property, infrastructure, plant and equipment

	At Fair Value 30 June 2017 \$'000	Additions \$'000	Contributions \$'000	Revaluation \$'000	Depreciation \$'000	Disposal \$'000	Write-off \$'000	Found \$'000	Transfers \$'000	At Fair Value 30 June 2018 \$'000
Land	590,848	867	2,026	278,413	-	(276)	-	-	-	871,878
Buildings	190,787	15,426	-	(124)	(5,076)	-	(1)	-	(1,480)	199,532
Infrastructure	581,286	13,468	1,580	(1,259)	(18,638)	-	(1,482)	244	10	575,209
Plant and Equipment	9,815	4,038	1	-	(4,117)	(402)	-	-	1,470	10,805
Work in progress	14,377	10,636	-	-	-	-	-	-	-	25,013
	1,387,113	44,435	3,607	277,030	(27,831)	(678)	(1,483)	244	-	1,682,437
				277030	-					

##### Summary of Work in Progress

	Opening WIP \$'000	Additions \$'000	Write-offs \$'000	Transfers \$'000	Closing WIP \$'000
Land	-	867	-	(867)	-
Buildings	6,569	4,587	-	(6,451)	4,705
Infrastructure	7,391	24,948	-	(13,471)	18,868
Plant and equipment	417	4,589	-	(3,566)	1,440
Total	14,377	34,991	-	(24,355)	25,013

## Notes to the Financial Statements For the year ended 30 June 2018

### 5.1 Property, infrastructure, plant and equipment (cont.)

#### *Asset recognition thresholds and depreciation periods*

	Depreciation period	Threshold limit \$'000
<b>Property</b>		
Buildings	40-60 years	15,000
<b>Infrastructure</b>		
Roads		
Sealed road pavement foundation	No depreciation applied	15,000
Sealed road pavement base	100 years	15,000
Unsealed roads	20 years	15,000
Kerb and channel	70 years	15,000
Bridges	70-100 years	15,000
Footpaths and cycleways		
Footpaths	70 years	15,000
Bicycle paths	20 years	15,000
Drainage	80 years	5,000
Recreational, leisure and community	10 -20 years	1,000
Waste management	5-10 years	15,000
Off-street car parks	50 years	15,000
Traffic management devices	50 years	15,000
<b>Plant and equipment</b>		
Plant and machinery	5-10 years	15,000
Furniture and equipment	5-10 years	15,000
Computers and telecoms	5 years	15,000
Library books	5 years	Nil

## Notes to the Financial Statements

### For the year ended 30 June 2018

#### 5.1 Property, infrastructure, plant and equipment (cont.)

Property	Land - specialised \$'000	Land \$'000	Land under roads \$'000	Total land \$'000	Buildings - specialised \$'000	Buildings - non \$'000	Total buildings \$'000	Work in progress \$'000	Total property \$'000
At fair value 1 July 2017	567,755	19,660	3,433	590,848	34,404	274,555	308,959	6,569	906,376
Accumulated depreciation 1 July 2017	-	-	-	-	(12,168)	(106,004)	(118,172)	-	(118,172)
	567,755	19,660	3,433	590,848	22,236	168,551	190,787	6,569	788,204
<b>Movements in fair value</b>									
Additions	-	867	-	867	1,345	14,081	15,426	(1,864)	14,429
Contributions	-	2,026	-	2,026	-	-	-	-	2,026
Revaluation	277,720	693	-	278,413	1,838	84	1,922	-	280,335
Write-off	-	-	-	-	(188)	-	(188)	-	(188)
Disposal	(276)	-	-	(276)	-	-	-	-	(276)
Transfers	1,388	(1,388)	-	-	-	(1,589)	(1,589)	-	(1,589)
	278,832	2,198	-	281,030	2,995	12,576	15,571	(1,864)	294,737
<b>Movements in accumulated depreciation</b>									
Depreciation and amortisation	-	-	-	-	(768)	(4,308)	(5,076)	-	(5,076)
Accumulated depreciation of disposals	-	-	-	-	187	-	187	-	187
Revaluation	-	-	-	-	(76)	(1,970)	(2,046)	-	(2,046)
Transfers	-	-	-	-	-	109	109	-	109
	-	-	-	-	(657)	(6,169)	(6,826)	-	(6,826)
At fair value 30 June 2018	846,587	21,858	3,433	871,878	37,399	287,131	324,530	4,705	1,201,113
Accumulated depreciation 30 June 2018	-	-	-	-	(12,825)	(112,173)	(124,998)	-	(124,998)
	846,587	21,858	3,433	871,878	24,574	174,958	199,532	4,705	1,076,115

## Notes to the Financial Statements

### For the year ended 30 June 2018

#### 5.1 Property, infrastructure, plant and equipment (cont.)

Infrastructure	Roads	Bridges	Footpaths and cycleways	Drainage	Recreational, leisure and community	Waste Management	Off-street car parks	Other Infrastructure	Work in progress	Total Infrastructure
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
At fair value 1 July 2017	443,814	22,485	110,382	260,668	105,576	2,950	31,227	12,647	7,391	997,140
Accumulated depreciation 1 July 2017	(167,810)	(7,287)	(47,970)	(116,184)	(47,202)	(492)	(16,134)	(5,384)	-	(408,463)
	276,004	15,198	62,412	144,484	58,374	2,458	15,093	7,263	7,391	588,677
<b>Movements in fair value</b>										
Additions	4,019	216	1,766	1,380	4,750	-	606	731	11,477	24,945
Contributions	763	-	-	810	-	-	-	7	-	1,580
Revaluation	5,013	434	1,533	(3,930)	(378)	-	693	(1,157)	-	2,208
Write-off	-	(510)	(203)	-	(2,243)	-	(368)	(16)	-	(3,340)
Disposal	-	-	-	-	-	-	-	-	-	-
Found	121	143	-	-	19	-	-	-	-	283
Transfers	-	-	-	-	11	-	-	-	-	11
	9,916	283	3,096	(1,740)	2,159	-	931	(435)	11,477	25,687
<b>Movements in accumulated depreciation</b>										
Depreciation and amortisation	(5,753)	(414)	(2,687)	(3,237)	(5,149)	(295)	(805)	(298)	-	(18,638)
Accumulated depreciation of disposals	-	361	117	-	1,101	-	271	8	-	1,858
Revaluation	(3,414)	(142)	(1,002)	976	(88)	-	51	152	-	(3,467)
Found	(34)	(4)	-	-	(1)	-	-	-	-	(39)
Transfers	-	-	-	-	(1)	-	-	-	-	(1)
	(9,201)	(199)	(3,572)	(2,261)	(4,138)	(295)	(483)	(138)	-	(20,287)
At fair value 30 June 2018	453,730	22,768	113,478	258,928	107,735	2,950	32,158	12,212	18,868	1,022,827
Accumulated depreciation 30 June 2018	(177,011)	(7,486)	(51,542)	(118,445)	(51,340)	(787)	(16,617)	(5,522)	-	(428,750)
	276,719	15,282	61,936	140,483	56,395	2,163	15,541	6,690	18,868	594,077

## Notes to the Financial Statements

### For the year ended 30 June 2018

#### 5.1 Property, infrastructure, plant and equipment (cont.)

Plant and equipment	Plant machinery and equipment \$'000	Fixtures, fittings and furniture \$'000	Computers and telecomms \$'000	Library books \$'000	Work in progress \$'000	Total plant and equipment \$'000
At fair value 1 July 2017	15,898	720	3,455	4,433	417	<b>24,923</b>
Accumulated depreciation 1 July 2017	(9,155)	(199)	(2,399)	(2,938)	-	<b>(14,691)</b>
	<u>6,743</u>	<u>521</u>	<u>1,056</u>	<u>1,495</u>	<u>417</u>	<u><b>10,232</b></u>
<b>Movements in fair value</b>						
Additions	3,380	96	52	510	1,023	<b>5,061</b>
Contributions	1	-	-	-	-	<b>1</b>
Transfers	971	449	159	-	-	<b>1,579</b>
Disposal	(2,534)	-	-	-	-	<b>(2,534)</b>
	<u>1,818</u>	<u>545</u>	<u>211</u>	<u>510</u>	<u>1,023</u>	<u><b>4,107</b></u>
<b>Movements in accumulated depreciation</b>						
Depreciation and amortisation	(2,795)	(218)	(504)	(600)	-	<b>(4,117)</b>
Transfers	(67)	(31)	(11)	-	-	<b>(109)</b>
Accumulated depreciation of disposals	2,132	-	-	-	-	<b>2,132</b>
	<u>(730)</u>	<u>(249)</u>	<u>(515)</u>	<u>(600)</u>	<u>-</u>	<u><b>(2,094)</b></u>
At fair value 30 June 2018	17,716	1,265	3,666	4,943	1,440	<b>29,030</b>
Accumulated depreciation 30 June 2018	(9,885)	(448)	(2,914)	(3,538)	-	<b>(16,785)</b>
	<u>7,831</u>	<u>817</u>	<u>752</u>	<u>1,405</u>	<u>1,440</u>	<u><b>12,245</b></u>

## Notes to the Financial Statements For the year ended 30 June 2018

### 5.1 Property, infrastructure, plant and equipment (cont.)

#### **Acquisition**

The purchase method of accounting is used for all acquisitions of assets, being the fair value of assets provided as consideration at the date of acquisition plus any incidental costs attributable to the acquisition. Fair value is the price that would be received to sell an asset (or paid to transfer a liability) in an orderly transaction between market participants at the measurement date.

Where assets are constructed by Council, cost includes all materials used in construction, direct labour, borrowing costs incurred during construction, and an appropriate share of directly attributable variable and fixed overheads. In accordance with Council's policy, the threshold limits have applied when recognising assets within an applicable asset class and unless otherwise stated are consistent with the prior year.

#### **Land under roads**

Land under roads acquired after 30 June 2008 are brought to account using the cost basis. Council does not recognise land under roads that were controlled prior to that period in its financial report.

Roads received from developers are valued based on the base block value for the area in which they are located. The base block value is determined by reference to the biennial valuations performed by Council. The rate determined is applied to the area of the land. The base block value is then discounted by 92.50 per cent to determine fair value.

#### **Depreciation and amortisation**

Buildings, land improvements, plant and equipment, infrastructure, and other assets having limited useful lives are systematically depreciated over their useful lives to Council in a manner which reflects consumption of the service potential embodied in those assets. Estimates of remaining useful lives and residual values are made on a regular basis with major asset classes reassessed annually. Depreciation rates and methods are reviewed annually.

Where assets have separate identifiable components that are subject to regular replacement, these components are assigned distinct useful lives and residual values and a separate depreciation rate is determined for each component.

Road earthworks are not depreciated on the basis that they are assessed as not having a limited useful life.

Straight line depreciation is charged based on the residual useful life as determined each year.

Depreciation periods used are listed below and are consistent with the prior year unless otherwise stated.

#### **Repairs and maintenance**

Where the repair relates to the replacement of a component of an asset and the cost exceeds the capitalisation threshold the cost is capitalised and depreciated. The carrying value of the replaced asset is expensed.

#### **Valuation of land and buildings**

Valuation of land and buildings were undertaken by a qualified independent valuer Darren Hale AAPI of Patel Dore Pty Ltd. The valuation of land and buildings is at fair value, being market value based on highest and best use permitted by relevant land planning provisions. Where land use is restricted through existing planning provisions the valuation is reduced to reflect this limitation. This adjustment is an unobservable input in the valuation. The adjustment has no impact on the Comprehensive Income Statement.

Specialised land is valued at fair value using site values adjusted for englobo (undeveloped and/or unserviced) characteristics, access rights and private interests of other parties and entitlements of infrastructure assets and services. This adjustment is an unobservable input in the valuation. The adjustment has no impact on the Comprehensive Income Statement.

## Notes to the Financial Statements For the year ended 30 June 2018

### 5.1 Property, infrastructure, plant and equipment (cont.)

Any significant movements in the unobservable inputs for land and land under roads will have a significant impact on the fair value of these assets.

The date of the current valuation is detailed in the following table.

Details of Council's land and buildings and information about the fair value hierarchy as at 30 June 2018 are as follows:

	Level 1	Level 2	Level 3	Date of Valuation
	\$'000	\$'000	\$'000	
Land – non specialised	-	21,858	-	May 2018
Land – specialised	-	-	846,587	May 2018
Land under roads	-	-	3,433	May 2018
Buildings – non-specialised	-	174,958	-	May 2018
Buildings – specialised	-	-	174,958	May 2018
<b>Total</b>	<b>-</b>	<b>196,816</b>	<b>1,024,978</b>	

#### Valuation of infrastructure

Valuation of infrastructure assets has been determined in accordance with an independent valuation. The valuation is at fair value based on replacement cost less accumulated depreciation as at the date of valuation.

The date of the current valuation is detailed in the following table.

Details of Council's infrastructure and information about the fair value hierarchy as at 30 June 2018 are as follows:

	Level 1	Level 2	Level 3	Date of Valuation
	\$'000	\$'000	\$'000	
Roads	-	-	276,719	June 2018
Bridges	-	-	15,282	June 2018
Footpaths and cycleway	-	-	61,936	June 2018
Drainage	-	-	140,483	June 2018
Recreational, leisure and community facilities	-	-	56,395	June 2018
Waste management	-	-	2,163	June 2018
Off-street carparks	-	-	15,541	June 2018
Other infrastructure	-	-	6,690	June 2018
<b>Total</b>	<b>-</b>	<b>-</b>	<b>575,209</b>	

## Notes to the Financial Statements For the year ended 30 June 2018

### 5.1 Property, infrastructure, plant and equipment (cont.)

#### *Description of significant unobservable inputs into level 3 valuations*

**Specialised land and land under roads** is valued using a market based direct comparison technique. Significant unobservable inputs include the extent and impact of restriction of use and the market cost of land per square metre. The extent and impact of restrictions on use varies and results in a reduction to surrounding land values between 5 per cent and 95 per cent. The market value of land varies significantly depending on the location of the land and the current market conditions. Currently land values range between \$80 and \$3,250 per square metre.

**Specialised buildings** are valued using a depreciated replacement cost technique. Significant unobservable inputs include the current replacement cost and remaining useful lives of buildings. Current replacement costs is calculated on a square metre basis and ranges from \$185 to \$9,500 per square metre. The remaining useful lives of buildings are determined on the basis of the current condition of buildings and vary from 2 years to 92 years. Replacement cost is sensitive to changes in market conditions, with any increase or decrease in cost flowing through to the valuation. Useful lives of buildings are sensitive to changes in expectations or requirements that could either shorten or extend the useful lives of buildings.

**Infrastructure assets** are valued based on the depreciated replacement cost. Significant unobservable inputs include the current replacement cost and remaining useful lives of infrastructure. The remaining useful lives of infrastructure assets are determined on the basis of the current condition of the asset and vary from 2 years to 100 years. Replacement cost is sensitive to changes in market conditions, with any increase or decrease in cost flowing through to the valuation. Useful lives of infrastructure are sensitive to changes in use, expectations or requirements that could either shorten or extend the useful lives of infrastructure assets.

	2018 \$'000	2017 \$'000
<b>Reconciliation of specialised land</b>		
Land	868,445	587,415
Land under roads	3,433	3,433
<b>Total specialised land</b>	<b>871,878</b>	<b>590,848</b>

### 5.2 Investments in subsidiaries

#### **Principles of consolidation**

The consolidated financial statements of Council incorporate all entities controlled by Council as at 30 June 2018 and their income and expenses for that part of the reporting period in which control existed.

Subsidiaries are all entities over which Council has control. Council controls an entity when it is exposed to, or has rights to, variable returns from its involvement with the entity and has the ability to affect those returns through its power to direct the activities of the entity. Subsidiaries are fully consolidated from the date on which control is transferred to Council. They are deconsolidated from the date that control ceases.

Where dissimilar accounting policies are adopted by entities and their effect is considered material, adjustments are made to ensure consistent policies are adopted in these financial statements.

In the process of preparing consolidated financial statements all material transactions and balances between consolidated entities are eliminated.

Entities consolidated into Council include:

- Peninsula Leisure Pty Ltd (ACN: 160 239 770)

## Notes to the Financial Statements For the year ended 30 June 2018

### 5.2 Investments in subsidiaries (cont.)

#### Committees of Management

All entities controlled by Council that have material revenues, expenses, assets or liabilities, such as committees of management, have been included in this financial report. Any transactions between these entities and Council have been eliminated in full.

#### (a) Investments in subsidiaries

##### Subsidiary

Peninsula Leisure Pty Ltd (ACN: 160 239 770)

##### Background

Peninsula Leisure Pty Ltd is a wholly-owned subsidiary of Frankston City Council. Peninsula Leisure Pty Ltd operates Peninsula Aquatic Recreation Centre (Frankston PARC) an aquatic and recreation facility servicing the region. The centre was established in 2014 and is located near the heart of the Frankston CBD. Peninsula Leisure Pty Ltd also operates Pines Forest Aquatic Centre, Frankston's largest outdoor swimming pool. The centre is open seasonally and is located in Frankston North.

#### Summarised financial information

##### Summarised statement of comprehensive income

	2018 \$'000	2017 \$'000
Total income	11,862	11,741
Total expenses	11,516	11,353
Surplus for the year	346	388
Other comprehensive income	-	-
<b>Total comprehensive result</b>	<b>346</b>	<b>388</b>
<b>Summarised balance sheet</b>		
Current assets	2,912	2,925
Non-current assets	719	240
<b>Total assets</b>	<b>3,631</b>	<b>3,165</b>
Current liabilities	1,225	1,064
Non-current liabilities	106	147
<b>Total liabilities</b>	<b>1,331</b>	<b>1,211</b>
<b>Net assets</b>	<b>2,300</b>	<b>1,954</b>
<b>Summarised statement of cash flows</b>		
Net cash provided by	482	1,230
Net cash provided used in investing activities	(530)	(31)
<b>Net increase in cash and cash equivalents</b>	<b>(48)</b>	<b>1,199</b>

## Notes to the Financial Statements For the year ended 30 June 2018

### Note 6 People and relationships

#### 6.1 Council and key management remuneration

##### (a) Related Parties

###### *Parent entity*

Frankston City Council is the parent entity.

###### *Subsidiaries and Associates*

Interests in subsidiaries and associates are detailed in note 5.2.

##### (b) Key Management Personnel

Details of persons holding the position of Councillor or other members of key management personnel at any time during the year are:

<b>Councillors</b>	Councillor Colin Hampton (Mayor)	(22 October 2016 to current. Mayor from 4 November 2017 to current)
	Councillor Glen Aitken	(22 October 2016 to current)
	Councillor Kris Bolam	(22 October 2016 to current)
	Councillor Brian Cunial	(22 October 2016 to current)
	Councillor Sandra Mayer	(22 October 2016 to current)
	Councillor Quinn McCormack	(22 October 2016 to current)
	Councillor Lillian O'Connor	(22 October 2016 to current)
	Councillor Michael O'Reilly	(22 October 2016 to current)
	Councillor Steve Toms	(22 October 2016 to current)

	2018 No.	2017 No.
<b>Total Number of Councillors</b>	9	13
<b>Chief Executive Officer and other Key Management Personnel</b>	4	3
<b>Total key management personnel</b>	<b>13</b>	<b>16</b>

	2018 \$'000	2017 \$'000
Total remuneration of key management personnel was as follows:		
Short-term benefits	1,377	1,060
Long-term benefits	137	108
Other long-term benefits	25	58
<b>Total</b>	<b>1,539</b>	<b>1,226</b>

## Notes to the Financial Statements For the year ended 30 June 2018

### 6.1 Council and key management remuneration (cont.)

#### (c) Remuneration of Key Management Personnel

	2018 No.	2017 No.
The numbers of key management personnel whose total remuneration from Council and any related entities, fall within the following bands:		
\$ 0,000 - \$ 9,999	-	3
\$ 20,000 - \$ 29,999	-	4
\$ 30,000 - \$ 39,999	7	5
\$ 50,000 - \$ 59,999	1	-
\$ 70,000 - \$ 79,999	1	1
\$240,000 - \$249,999	1	-
\$270,000 - \$279,999	-	1
\$280,000 - \$289,999	-	1
\$300,000 - \$309,999	2	-
\$320,000 - \$329,999	1	-
\$330,000 - \$339,999	-	1
	<b>13</b>	<b>16</b>

#### (d) Senior Officers remuneration

A Senior Officer other than a Key Management Personnel, who:

- a) has management responsibilities and reports directly to the Chief Executive Officer; or
- b) whose total annual remuneration exceeds \$145,000

The number of Senior Officers are shown below in their relevant income bands:

	2018 No.	2017 No.
<b>Income Range:</b>		
< \$145,000	6	3
\$150,000 - \$159,999	1	5
\$160,000 - \$169,999	3	4
\$170,000 - \$179,999	3	3
\$180,000 - \$189,999	1	1
\$190,000 - \$199,999	4	1
\$240,000 - \$249,999	1	-
\$340,000 - \$349,999	-	1
\$400,000 - \$409,999	-	1
	<b>19</b>	<b>19</b>

	2018 \$'000	2017 \$'000
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Total Remuneration for the reporting year for Senior officers included above, amounted to:

2,935                      3,332

## Notes to the Financial Statements For the year ended 30 June 2018

### 6.2 Related party disclosure

#### (a) Transactions with related parties

No transactions other than remuneration payments or the reimbursement of approved expenses were entered into by key management personnel, or related parties of such key management personnel during the reporting year (2016-2017, nil).

#### (b) Outstanding balances with related parties

No outstanding balances are owed by Council to key management personnel or related parties at the end of the reporting period (2016-2017, nil).

#### (c) Loans to/from related parties

No loans have been made, guaranteed or secured by Council to key management personnel or related parties during the reporting year (2016-2017, nil).

#### (d) Commitments to/from related parties

No commitments have been made, guaranteed or secured by Council to key management personnel or related parties during the reporting year (2016-2017, nil).

### Note 7 Managing uncertainties

#### 7.1 Contingent assets and liabilities

##### (a) Contingent assets

###### Operating lease receivables

Council has entered into leases on its property. These properties held under operating leases have remaining non-cancellable lease terms of between 1 and 20 years. All leases include a CPI based revision of the rental charge annually.

Future minimum rentals receivable under non-cancellable operating leases are as follows:

	2018	2017
	\$'000	\$'000
No later than one year	704	587
Later than one year and not later than five years	2,031	2,060
Later than five years	1,577	1,899
<b>Total</b>	<b>4,312</b>	<b>4,546</b>

##### Contingent assets arising from developer contributions

In accordance with AASB 137, Council is required to recognise an asset for which it is probable that a future economic benefit will eventuate and the amount of this asset can be reliably measured. Council anticipates developer contributions to be received in respect of estates currently under development. Council estimates the total of these contributions for 2018-2019 to be \$0.800 million (\$0.915 million 2017-2018).

##### (b) Contingent liabilities

###### Superannuation

Council has obligations under a defined benefit superannuation scheme that may result in the need to make additional contributions to the scheme, matters relating to this potential obligation are outlined below. As a result of the volatility in financial markets the likelihood of making such contributions in future periods exists.

###### Future superannuation contributions

In addition to the disclosed contributions, Frankston City Council has paid unfunded liability payments to Vision Super totalling \$0.549 million paid during the 2017-2018 year (2016-2017 \$0.537 million). There were no contributions outstanding and no loans issued from or to the above schemes as at 30 June 2018. The expected contributions to be paid to the Defined Benefit category of Vision Super for the year ending 30 June 2019 are

## Notes to the Financial Statements For the year ended 30 June 2018

### 7.2 Change in accounting standards

The following new AAS's have been issued that are not mandatory for the 30 June 2018 reporting period. Council has assessed these pending standards and has identified the following potential impacts will flow from the application of these standards in future reporting periods.

#### *Financial Instruments - Disclosures (AASB 7) (applies 2018-2019)*

This Standard requires entities to provide disclosures in their financial statements that enable users to evaluate: (a) the significance of financial instruments for the entity's financial position and performance; and (b) the nature and extent of risks arising from financial instruments to which the entity is exposed.

#### *Financial Instruments (AASB 9) (applies 2018-2019)*

The key changes include the simplified requirements for the classification and measurement of financial assets, a new hedging accounting model and a revised impairment loss model to recognise impairment losses earlier, as opposed to the current approach that recognises impairment only when incurred.

#### *Revenue from contracts with customers (AASB 15) (applies 2019-2020)*

The standard shifts the focus from the transaction-level to a contract-based approach. Recognition is determined based on what the customer expects to be entitled to (rights and obligations), while measurement encompasses estimation by the entity of the amount expected to be entitled for performing under the contract. The full impact of this standard is not known however it is most likely to impact where contracts extend over time, where there are rights and obligations that may vary the timing or amount of the consideration, or where there are multiple performance elements. This has the potential to impact on the recognition of certain grant income.

#### *Amendments to Australian Accounting Standards – Deferral of AASB 15 for Not-for-Profit Entities (AASB 2016-7) (applies 2019-2020)*

This Standard defers the mandatory effective date of AASB 15 for not-for-profit entities from 1 January 2018 to 1 January 2019.

#### *Leases (AASB 16) (applies 2019-2020)*

The classification of leases as either finance leases or operating leases is eliminated for lessees. Leases will be recognised in the Balance Sheet by capitalising the present value of the minimum lease payments and showing a 'right-of-use' asset, while future lease payments will be recognised as a financial liability. The nature of the expense recognised in the profit or loss will change. Rather than being shown as rent, or as leasing costs, it will be recognised as depreciation on the 'right-of-use' asset, and an interest charge on the lease liability. The interest charge will be calculated using the effective interest method, which will result in a gradual reduction of interest expense over the lease term.

#### *Income of Not-for-Profit Entities (AASB 1058) (applies 2019-2020)*

This standard replaces AASB 1004 Contributions and establishes revenue recognition principles for transactions where the consideration to acquire an asset is significantly less than fair value to enable to not-for-profit entity to further its objectives.

### 7.3 Financial instruments

#### (a) Objectives and policies

Council's principal financial instruments comprise cash assets, term deposits, receivables (excluding statutory receivables), payables (excluding statutory payables) and bank borrowings. Details of the significant accounting policies and methods adopted, including the criteria for recognition, the basis of measurement and the basis on which income and expenses are recognised, in respect of each class of financial asset, financial liability and equity instrument is disclosed in the Notes to the financial statements. Risk management is carried out by senior management under policies approved by the Council. These policies include identification and analysis of the risk exposure to Council and appropriate procedures, controls and risk minimisation.

## Notes to the Financial Statements For the year ended 30 June 2018

### 7.3 Financial instruments (cont.)

#### (b) Market risk

Market risk is the risk that the fair value or future cash flows of Council financial instruments will fluctuate because of changes in market prices. Council's exposure to market risk is primarily through interest rate risk with only insignificant exposure to other price risks and no exposure to foreign currency risk.

#### *Interest rate risk*

Interest rate risk refers to the risk that the value of a financial instrument or cash flows associated with the instrument will fluctuate due to changes in market interest rates. Council's interest rate liability risk arises primarily from long term loans and borrowings at fixed rates which exposes us to fair value interest rate risk. Cash flow interest rate risk is the risk that the future cash flows of a financial instrument will fluctuate because of changes in market interest rates. Council has minimal exposure to cash flow interest rate risk through its cash and deposits that are at floating rates.

Investment of surplus funds is made with approved financial institutions under the *Local Government Act 1989*.

Council manages interest rate risk by adopting an investment policy that ensures:

- diversification of investment product;
- monitoring of return on investment; and
- benchmarking of returns and comparison with budget.

There has been no significant change in Council's exposure, or its objectives, policies and processes for managing interest rate risk or the methods used to measure this risk from the previous reporting period.

Interest rate movements have not been sufficiently significant during the year to have an impact on Council's year end result.

#### (c) Credit risk

Credit risk is the risk that a contracting entity will not complete its obligations under a financial instrument and cause us to make a financial loss. Council has exposure to credit risk on some financial assets included in the Balance Sheet. To help manage this risk:

- Council have a policy for establishing credit limits for the entities Council deals with;
- Council may require collateral where appropriate; and
- Council only invest surplus funds with financial institutions which have a recognised credit rating specified in Council's investment policy.

Receivables consist of a large number of customers, spread across the ratepayer, business and government sectors. Credit risk associated with Council's financial assets is minimal because the main debtor is secured by a charge over the rateable property.

There are no material financial assets which are individually determined to be impaired.

Council may also be subject to credit risk for transactions which are not included in the balance sheet, such as when Council provide a guarantee for another party. Details of our contingent liabilities are disclosed in note 7.1(b).

The maximum exposure to credit risk at the reporting date to recognised financial assets is the carrying amount, net of any provisions for impairment of those assets, as disclosed in the Balance Sheet and notes to the Financial Statements. Council does not hold any collateral.

## Notes to the Financial Statements For the year ended 30 June 2018

### 7.3 Financial instruments (cont.)

#### (d) Liquidity risk

Liquidity risk includes the risk that, as a result of Council's operational liquidity requirements it will not have sufficient funds to settle a transaction when required, or will be forced to sell a financial asset at below value or may be unable to settle or recover a financial asset.

To help reduce these risks Council:

- have a liquidity policy which targets a minimum and average level of cash and cash equivalents to be maintained;
- have readily accessible standby facilities and other funding arrangements in place;
- have a liquidity portfolio structure that requires surplus funds to be invested within various bands of liquid instruments;
- monitor budget to actual performance on a regular basis; and
- sets limits on borrowings relating to the percentage of loans to rate revenue and percentage of loan principal repayments to rate revenue.

Council's maximum exposure to liquidity risk is the carrying amounts of financial liabilities as disclosed on the face of the Balance Sheet and is deemed insignificant based on prior periods' data and current assessment of risk.

There has been no significant change in Council's exposure, or its objectives, policies and processes for managing liquidity risk or the methods used to measure this risk from the previous reporting period.

With the exception of borrowings, all financial liabilities are expected to be settled within normal terms of trade. Details of the maturity profile for borrowings are disclosed at note 4.4.

Unless otherwise stated, the carrying amounts of financial instruments reflect their fair value.

#### (e) Sensitivity disclosure analysis

Taking into account past performance, future expectations, economic forecasts and management's knowledge and experience of the financial markets, Council believes the following movements are 'reasonably possible' over the next 12 months:

- A parallel shift of +2 per cent and -1 per cent in market interest rates (AUD) from year-end rates of 2 per cent.
- These movements will not have a material impact on the valuation of Council's financial assets and liabilities, nor will they have a material impact on the results of Council's operations.

### 7.4 Fair value measurement

#### *Fair value hierarchy*

Council's financial assets and liabilities are not valued in accordance with the fair value hierarchy, Council's financial assets and liabilities are measured at amortised cost.

Council measures certain assets and liabilities at fair value where required or permitted by Australian Accounting Standards. AASB 13 Fair value measurement, aims to improve consistency and reduce complexity by providing a definition of fair value and a single source of fair value measurement and disclosure requirements for use across Australian Accounting Standards.

AASB 13 defines fair value as the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. Fair value under AASB 13 is an exit price regardless of whether that price is directly observable or estimated using another valuation technique.

## Notes to the Financial Statements For the year ended 30 June 2018

### 7.4 Fair value measurement (cont.)

All assets and liabilities for which fair value is measured or disclosed in the financial statements are categorised within a fair value hierarchy, described as follows, based on the lowest level input that is significant to the fair value measurement as a whole:

Level 1 — Quoted (unadjusted) market prices in active markets for identical assets or liabilities;

Level 2 — Valuation techniques for which the lowest level input that is significant to the fair value measurement is directly or indirectly observable; and

Level 3 — Valuation techniques for which the lowest level input that is significant to the fair value measurement is unobservable.

For the purpose of fair value disclosures, Council has determined classes of assets and liabilities on the basis of the nature, characteristics and risks of the asset or liability and the level of the fair value hierarchy as explained above.

In addition, Council determines whether transfers have occurred between levels in the hierarchy by re-assessing categorisation (based on the lowest level input that is significant to the fair value measurement as a whole) at the end of each reporting period.

#### *Revaluation*

Subsequent to the initial recognition of assets, non-current physical assets, other than plant and equipment, are measured at their fair value, being the price that would be received to sell an asset (or paid to transfer a liability) in an orderly transaction between market participants at the measurement date. At balance date, Council reviewed the carrying value of the individual classes of assets measured at fair value to ensure that each asset materially approximated its fair value. Where the carrying value materially differed from the fair value at balance date, the class of asset was revalued.

Fair value valuations are determined in accordance with a valuation hierarchy. Changes to the valuation hierarchy will only occur if an external change in the restrictions or limitations of use of an asset result in changes to the permissible or practical highest and best use of the asset. In addition, Council undertakes a formal revaluation of land, buildings, and infrastructure assets on a regular basis ranging from two to four years. The valuation is performed either by experienced council officers or independent experts.

Where the assets are revalued, the revaluation increments are credited directly to the asset revaluation reserve except to the extent that an increment reverses a prior year decrement for that class of asset that had been recognised as an expense in which case the increment is recognised as revenue up to the amount of the expense. Revaluation decrements are recognised as an expense except where prior increments are included in the asset revaluation reserve for that class of asset in which case the decrement is taken to the reserve to the extent of the remaining increments. Within the same class of assets, revaluation increments and decrements within the year are offset.

#### *Impairment of assets*

At each reporting date, Council reviews the carrying value of its assets to determine whether there is any indication that these assets have been impaired. If such an indication exists, the recoverable amount of the asset, being the higher of the asset's fair value less costs of disposal and value in use, is compared to the assets carrying value. Any excess of the assets carrying value over its recoverable amount is expensed to the comprehensive income statement, unless the asset is carried at the revalued amount in which case, the impairment loss is recognised directly against the revaluation surplus in respect of the same class of asset to the extent that the impairment loss does not exceed the amount in the revaluation surplus for that same class of asset.

### 7.5 Events occurring after balance date

No matters have occurred after balance date that require disclosure in the financial report.

## Notes to the Financial Statements For the year ended 30 June 2018

### Note 8 Other matters

#### 8.1 Reserves

##### (a) Asset revaluation reserves

	Balance at beginning of reporting period \$'000	Increment (decrement) \$'000	Balance at end of reporting period \$'000
<b>2018</b>			
<b>Property</b>			
Land revaluation	467,300	278,413	745,713
Building revaluation	55,789	(124)	55,665
	<b>523,089</b>	<b>278,289</b>	<b>801,378</b>
<b>Infrastructure</b>			
Drainage revaluation	80,541	(2,954)	77,587
Roads revaluation	89,559	1,695	91,254
	<b>170,100</b>	<b>(1,259)</b>	<b>168,841</b>
<b>Plant and equipment</b>			
Plant and machinery revaluation	614	-	614
	<b>614</b>	<b>-</b>	<b>614</b>
<b>Total asset revaluation reserves</b>	<b>693,803</b>	<b>277,030</b>	<b>970,833</b>
<b>2017</b>			
<b>Property</b>			
Land revaluation	467,300	-	467,300
Building revaluation	57,727	(1,938)	55,789
	<b>525,027</b>	<b>(1,938)</b>	<b>523,089</b>
<b>Infrastructure</b>			
Drainage revaluation	82,068	(1,527)	80,541
Roads revaluation	54,617	34,942	89,559
	<b>136,685</b>	<b>33,415</b>	<b>170,100</b>
<b>Plant and equipment</b>			
Plant and machinery revaluation	614	-	614
	<b>614</b>	<b>-</b>	<b>614</b>
<b>Total asset revaluation reserves</b>	<b>662,326</b>	<b>31,477</b>	<b>693,803</b>

#### Nature and purpose of reserves

The asset revaluation reserve is used to record the increased (net) value of Council's assets over time.

## Notes to the Financial Statements For the year ended 30 June 2018

### 8.1 Reserves

#### (b) Other reserves

	Balance at beginning of reporting period \$'000	Adjustment to prior year \$'000	Transfer from accumulated surplus \$'000	Transfer to accumulated surplus \$'000	Balance at end of reporting period \$'000
<b>2018</b>					
<b>Statutory</b>					
Public resort and recreation	4,250	-	1,711	(494)	5,467
Subdivision roadworks	133	-	-	-	133
Infrastructure assets	74	-	-	-	74
Carparking	10	-	-	-	10
<b>Total statutory reserves</b>	<b>4,467</b>	<b>-</b>	<b>1,711</b>	<b>(494)</b>	<b>5,684</b>
<b>Discretionary</b>					
Strategic asset reserve	19,647	-	8,656	(2,315)	25,988
MAV LGFV Fund	14,202	-	1,340	-	15,542
Unexpended grant reserve	10,217	-	5,819	(3,689)	12,347
Capital projects reserve	1,967	-	5,485	(139)	7,313
PARC asset management sinking fund	3,000	-	3,000	-	6,000
PARC asset management plan reserve	960	-	320	(255)	1,025
PARC strategic reserve	526	-	244	(275)	495
Resource efficiency	57	-	-	(13)	44
<b>Total discretionary reserves</b>	<b>50,576</b>	<b>-</b>	<b>24,864</b>	<b>(6,686)</b>	<b>68,754</b>
<b>Total other reserves</b>	<b>55,043</b>	<b>-</b>	<b>26,575</b>	<b>(7,180)</b>	<b>74,438</b>
<b>2017</b>					
<b>Statutory</b>					
Public resort and recreation	3,556	-	1,177	(483)	4,250
Subdivision roadworks	133	-	-	-	133
Infrastructure assets	74	-	-	-	74
Carparking	10	-	-	-	10
<b>Total statutory reserves</b>	<b>3,773</b>	<b>-</b>	<b>1,177</b>	<b>(483)</b>	<b>4,467</b>
<b>Discretionary</b>					
Strategic asset	10,000	-	9,692	(45)	19,647
MAV LGFV Fund	11,665	-	2,537	-	14,202
Unexpended grant	3,961	(96)	7,727	(1,375)	10,217
PARC asset management sinking fund	-	-	3,000	-	3,000
Capital projects reserve	1,482	-	670	(185)	1,967
PARC asset management plan reserve	640	-	320	-	960
PARC strategic reserve	240	-	286	-	526
Resource efficiency	67	-	-	(10)	57
<b>Total discretionary reserves</b>	<b>28,055</b>	<b>(96)</b>	<b>24,232</b>	<b>(1,615)</b>	<b>50,576</b>
<b>Total other reserves</b>	<b>31,828</b>	<b>(96)</b>	<b>25,409</b>	<b>(2,098)</b>	<b>55,043</b>

## Notes to the Financial Statements For the year ended 30 June 2018

### 8.1 Reserves (cont.)

#### Nature and purpose of reserves

**Capital projects reserve** - has been established to quarantine specific purpose funding for the delivery of capital projects.

**MAV LGFV Fund** - has been established to provide for the \$15.542 million principal repayment required on the maturity of the interest-only Local Government Funding Vehicle in 2025-2026.

**PARC asset management sinking fund** - has been established by Council and represents funding allocated to set aside funds to contribute to the replacement of the Aquatic Facility in approximately 40 years – this reserve is not to fund renewal or maintenance expenditure on this facility.

**PARC asset management reserve** - has been established by Peninsula Leisure and is designated to meet the Company's obligations for defined classes of capital as set out in the schedule with the PARC Asset Management Plan (AMP).

**PARC strategic reserve** - has been established by Peninsula Leisure and is designated for capital investment expended over more than one financial year that falls outside the requirements of the AMP.

**Resource efficiency reserves** - have been established by Council to reinvest savings from energy costs in further works to minimise energy consumption.

**Statutory reserves** - have been established to record revenues received from developers that are to be applied specifically to undertaking future capital works for carparking, public open space and recreation, subdivision roadworks and community infrastructure.

**Strategic asset reserve** - has been established by Council to fund works considered by Council to be of a strategic nature.

**Unexpended grant reserve** - has been established by Council to quarantine unexpended grant funding.

### 8.2 Reconciliation of cash flows from operating activities to surplus (deficit)

	2018	2017
	\$'000	\$'000
<b>Surplus/(deficit) for the year</b>	<b>30,727</b>	<b>32,994</b>
Depreciation	28,730	29,279
Net gain/(loss) on disposal of property, infrastructure, intangibles, plant and equipment	(430)	999
Borrowing costs	1,869	1,917
Contributions - non-monetary assets	(3,607)	(3,147)
<b>Change in assets and liabilities:</b>		
(Increase)/Decrease in receivable	(3,598)	1,158
(Increase) in other operating assets	(101)	(1,360)
(Increase)/Decrease in inventory	(7)	18
Increase/(Decrease) in payables	5,285	(571)
Increase/(Decrease) in provisions	678	(496)
Increase in other liabilities	5,822	1,523
<b>Net Cash provided by/(used in) operating activities</b>	<b>65,368</b>	<b>62,314</b>

## Notes to the Financial Statements For the year ended 30 June 2018

### 8.3 Superannuation

Council makes the majority of its employer superannuation contributions in respect of its employees to the Local Authorities Superannuation Fund (the Fund). This Fund has two categories of membership, accumulation and defined benefit, each of which is funded differently. Obligations for contributions to the Fund are recognised as an expense in the Comprehensive Income Statement when they are made or due.

#### **Accumulation**

The Fund's accumulation categories, Vision MySuper and Vision Super Saver, receive both employer and employee contributions on a progressive basis. Employer contributions are normally based on a fixed percentage of employee earnings (for the year ended 30 June 2018, this was 9.5 per cent as required under Superannuation Guarantee legislation).

#### **Defined benefit**

Council does not use defined benefit accounting for its defined benefit obligations under the Fund's Defined Benefit category. This is because the Fund's Defined Benefit category is a pooled multi-employer sponsored plan.

There is no proportional split of the defined benefit liabilities, assets or costs between the participating employers as the defined benefit obligation is a floating obligation between the participating employers and the only time that the aggregate obligation is allocated to specific employers is when a call is made. As a result, the level of participation of Council in the Fund cannot be measured as a percentage compared with other participating employers. Therefore, the Fund Actuary is unable to allocate benefit liabilities, assets and costs between employers for the purposes of AASB 119.

#### **Funding arrangements**

Council makes employer contributions to the Defined Benefit category of the Fund at rates determined by the Trustee on the advice of the Fund Actuary.

As at 30 June 2017, a full triennial actuarial investigation was completed. The vested benefit index (VBI) of the Defined Benefit category of which Council is a contributing employer was 103.1 per cent. To determine the VBI, the Fund Actuary used the following long-term assumptions:

Net investment returns 6.5 per cent pa

Salary information 3.5 per cent pa

Price inflation (CPI) 2.5 per cent pa.

Vision Super has advised that the estimated VBI at 30 June 2018 was 106 per cent. The VBI is to be used as the primary funding indicator. Because the VBI was above 100 per cent, the 30 June 2017 actuarial investigation determined the Defined Benefit Category was in a satisfactory financial position and that no change was necessary to the defined benefit category's funding arrangements from prior years.

#### **Employer contributions**

##### **Regular contributions**

On the basis of the results of the 2017 triennial actuarial investigation conducted by the Fund Actuary, Council makes employer contributions to the Fund's Defined Benefit category at rates determined by the Fund's Trustee. For the year ended 30 June 2018, this rate was 9.5 per cent of members' salaries (9.5 per cent in 2016-2017). This rate will increase in line with any increases in the SG contribution rate. In addition, Council reimburses the Fund to cover the excess of the benefits paid as a consequence of retrenchment above the funded resignation or retirement benefit.

## Notes to the Financial Statements For the year ended 30 June 2018

### 8.3 Superannuation (cont.)

#### *Funding calls*

If the Defined Benefit category is in an unsatisfactory financial position at an actuarial investigation or the Defined Benefit category's VBI is below its shortfall limit at any time other than the date of the actuarial investigation, the Defined Benefit category has a shortfall for the purposes of SPS 160 and the Fund is required to put a plan in place so that the shortfall is fully funded within three years of the shortfall occurring. The Fund monitors its VBI on a quarterly basis and the Fund has set its shortfall limit at 97 per cent.

In the event that the Fund Actuary determines that there is a shortfall based on the above requirement, the Fund's participating employers (including Council) are required to make an employer contribution to cover the shortfall. Using the agreed methodology, the shortfall amount is apportioned between the participating employers based on the pre-1 July 1993 and post-30 June 1993 service liabilities of the Fund's Defined Benefit category, together with the employer's payroll at 30 June 1993 and at the date the shortfall has been calculated.

Due to the nature of the contractual obligations between the participating employers and the Fund, and that the Fund includes lifetime pensioners and their reversionary beneficiaries, it is unlikely that the Fund will be wound up. If there is a surplus in the Fund, the surplus cannot be returned to the participating employers. In the event that a participating employer is wound-up, the defined benefit obligations of that employer will be transferred to that employer's successor.

#### **2017 triennial actuarial investigation surplus amounts**

The Fund's interim actuarial investigation as at 30 June 2017 identified the following in the defined benefit category of which Council is a contributing employer:

- A VBI surplus of \$69.800 million;
- A total service liability surplus of \$193.500 million; and
- A discounted accrued benefits surplus of \$228.800 million.

The VBI surplus means that the market value of the fund's assets supporting the defined benefit obligations exceed the vested benefits that the defined benefit members would have been entitled to if they had all exited on 30 June 2017. Council was notified of the 30 June 2017 VBI during August 2017.

The total service liability surplus means that the current value of the assets in the Fund's Defined Benefit category plus expected future contributions exceeds the value of expected future benefits and expenses.

#### **2018 interim actuarial investigation**

An interim actuarial investigation will be conducted for the Fund's position as at 30 June 2018. It is anticipated that this actuarial investigation will be completed in December 2018.

## Notes to the Financial Statements For the year ended 30 June 2018

### 8.4 Prior period error

#### Property, infrastructure plant and equipment

Due to found assets, the value of land, buildings and infrastructure were understated. As a result the value of property, infrastructure, plant and equipment and accumulated surplus was understated by \$27.512 million as at the 1 July 2016 and by \$ by \$27.512 million for the year ended 30 June 2017.

	1 July 2016 As reported	Property, infrastructure, plant and equipment \$'000	1 July 2016 restated
Balance sheet extract	\$'000	\$'000	\$'000
<b>Non-current assets</b>			
Property, infrastructure, plant and equipment	1,309,363	27,512	1,336,875
Total Assets	1,312,277	27,512	1,339,789
Net Assets	1,313,392	27,512	1,340,904
<b>Equity</b>			
Accumulated surplus	619,238	27,512	646,750
Total Equity	1,313,392	27,512	1,340,904

	1 July 2017 As reported	Property, infrastructure, plant and equipment \$'000	1 July 2017 restated
Balance sheet extract	\$'000	\$'000	\$'000
<b>Non-current assets</b>			
Property, infrastructure, plant and equipment	1,359,601	27,512	1,387,113
Total Assets	1,467,642	27,512	1,495,154
Net Assets	1,399,569	27,512	1,427,081
<b>Equity</b>			
Accumulated surplus	650,723	27,512	678,235
Total Equity	1,399,569	27,512	1,427,081



**FRANKSTON CITY  
COUNCIL**

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*Seaford » Frankston » Langwarrin » Karingal » Skye » Frankston South » Frankston North » Carrum Downs » Langwarrin South » Sandhurst*

**Executive Summary****12.7 Minutes of the Frankston Arts Board - 21 August 2018**

*Enquiries: (Andrew Moon: Community Development)*

Council Plan

Community Outcome: 2. Liveable City  
Strategy: 2.2 Vibrant and Engaged  
Priority Action: 2.2.2 Promote Frankston City's reputation as an arts, festivals and events destination

**Purpose**

To brief Council on the minutes of the Frankston Arts Board meeting held on 21 August 2018

**Recommendation (Director Community Development)**

That Council:

1. Receives the Minutes of the Frankston Arts Board meeting of 21 August 2018.
2. Notes McClelland Gallery has advised the suggested terms of lease of a sculpture to be placed with Frankston municipality.
3. Notes the Frankston Arts Board recommends the preferred location of the McClelland sculpture to be the Moorooduc Highway/Hastings Road.
4. Notes the Frankston Arts Board endorses the Artists Brief of Keast Park/Eel Race Road beacon.
5. Notes the Frankston Arts Board reviewed the Instrument of Delegation.

**Frankston Arts Board Minutes – 21 August 2018**

The meeting was convened with members of the Frankston Arts Board to discuss the agenda and make recommendations where appropriate to Council for endorsement.

Notable items of the 21 August 2018 meeting were:

- McClelland Gallery has advised the suggested terms of lease of a sculpture and possibility of periodically rotating sculptures onto the site.
- The Board discussed a number of suggested locations and determined the preferred location to be the Moorooduc Highway/Hastings Road location.
- The Board supported continued negotiations with McClelland on the terms of the loan/lease.

**Financial Impact**

The State Government has introduced the "Fair Go Rates" system, placing a cap on Council rates which has restricted the level of increases that Council can apply to its rate revenue. Rate revenue constitutes 63 per cent of all Council revenue.

The rate cap over the past two financial years has been 2.5 per cent and 2.0 per cent respectively and is 2.25 per cent in 2018-2019.

**12.7 Minutes of the Frankston Arts Board - 21 August 2018****Executive Summary**

The rate cap percentages are based on the consumer price index which relates to the average increase in the prices of a range of goods and services, very few of which apply to the cost drivers of providing local government services. The cost of providing Council services has been increasing well in advance of the rate cap applied by State Government.

Over time this trend may lead to a reduction in the levels of service provided to the community and in Councils ability to fund both new facilities and the ongoing renewal of existing facilities.

Council will continue to evaluate the impacts of rate capping annually and needs to be mindful of these outcomes in all Council decisions.

There is a 17/18 capital works budget of \$100K.

There are no financial implications with this report.

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**ATTACHMENTS**

Attachment A: [🔗](#) Frankston Arts Board Minutes - August 2018 (*Under Separate Cover*)

**Executive Summary****12.8 MAV State Council Motions**

*Enquiries: (Michelle Tipton: Chief Executive Office)*

Council Plan

Community Outcome:	3. Sustainable City
Strategy:	3.3 Ensure good governance and management of Council resources
Priority Action	3.3.2 Implement a schedule of reviews of services, plans, policies and protocols to ensure good governance

**Purpose**

To seek approval for eleven Notice of Motions (NOMs) to be submitted to the Municipal Association of Victoria (MAV) State Council Meeting being held on Friday 19 October 2018.

**Recommendation (Chief Executive Office)**

That Council endorses the proposed Municipal Association of Victoria (MAV) State Council Motions and that the motions be forwarded to the MAV prior to the deadline date.

**Key Points / Issues**

- Each year Councils across Victoria are invited to submit Motions to be heard at the Municipal Association of Victoria (MAV) State Council Meeting. This provides Council with the opportunity to highlight specific topics and projects at a State level, to clearly demonstrate the level of commitment of Frankston City Council to both local and State issues.
- This year the State Council is being held on Friday 19 October 2018 and the due date for receipt of motions is no later than Friday 21 September 2018. Late motions are not accepted.
- An email was circulated to Managers and Councillors to see if there were any items that they wanted to submit for the State Council Meeting.
- It should be noted that some of the motions proposed are already included in the MAV Strategic Work Plan or have been subject to resolutions at previous meetings of State Council. Some of these matters are also addressed in MAV's "Call to Parties State Election Plan". Motions should also be of a state wide significance. The advice from MAV is that Council should take this into consideration when determining what motions are presented at a State Council Meeting.
- Council staff have prepared eleven Notice of Motions for consideration and are seeking Council endorsement to submit the following motions;
  - Single wide EBA across Victoria
  - Asset forfeit laws
  - Electrification to the Frankston Line to Baxter *\*not a state wide significant matter\**
  - Essential services commission influence *\*included in MAV's Strategic Work Plan\**
  - Overreach of unelected bureaucratic entities *\*included in MAV's Strategic Work Plan and previously submitted to the MAV State Council Meeting in May 2018 which was defeated\**
  - State Government Levies *\*included in MAV's Strategic Work Plan\**
  - Government Assisted Drugs Program

**12.8 MAV State Council Motions****Executive Summary**

- Improved outreach with Local Government by/from EPA Victoria
- Localised Truancy Strategy
- Everybody's Home National Housing and Homelessness Campaign *\*included in MAV's Strategic Work Plan\**
- Use of glyphosate herbicide

**Financial Impact**

The State Government has introduced the "Fair Go Rates" system, placing a cap on Council rates which has restricted the level of increases that Council can apply to its rate revenue. Rate revenue constitutes 63 per cent of all Council revenue.

The rate cap over the past two financial years has been 2.5 per cent and 2.0 per cent respectively and is 2.25 per cent in 2018-2019.

The rate cap percentages are based on the consumer price index which relates to the average increase in the prices of a range of goods and services, very few of which apply to the cost drivers of providing local government services. The cost of providing Council services has been increasing well in advance of the rate cap applied by State Government.

Over time this trend may lead to a reduction in the levels of service provided to the community and in Councils ability to fund both new facilities and the ongoing renewal of existing facilities.

Council will continue to evaluate the impacts of rate capping annually and needs to be mindful of these outcomes in all Council decisions.

There are no financial implications associated with this report.

**Consultation****1. External Stakeholders**

Nil

**2. Other Stakeholders**

Managers and Councillors were consulted on the proposed MAV State Council Motions.

**Analysis (Environmental / Economic / Social Implications)**

This will be addressed within the proposed MAV motions.

**Legal / Policy / Council Plan Impact**Charter of Human Rights and Responsibilities

All matters relevant to the Charter of Human Rights and Responsibilities have been considered in the preparation of this report and are consistent with the standards set by the Charter.

Legal

The statutory and legal obligations would be met by the MAV on behalf of all Councils.

**12.8 MAV State Council Motions****Executive Summary**Policy Impacts

Some of the motions proposed are already included in the MAV Strategic Work Plan or have been subject to resolutions at previous meetings of State Council. Some of these matters are also addressed in MAV's "Call to Parties State Election Plan"

Officer's Declaration of Interests

Council officers involved in the preparation of this report have no Conflict of Interest in this matter.

**Risk Mitigation**

There are no risks associated with this report.

**Conclusion**

Council also needs to take into consideration that some of the motions proposed are already included in the MAV Strategic Work Plan or have been subject to resolutions at previous State Council meetings. The proposed motions are presented to Council for approval and must be submitted by Friday 21 September 2018.

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**ATTACHMENTS**

- Attachment A: [↓](#) MAV State Council Motions for October 2018  
Attachment B: [↓](#) MAV Strategic Work Plan 2017-2019  
Attachment C: [↓](#) MAV - Call to Parties Election Campaign - 2018

# **MAV State Council Meeting – 19 October 2018**

To submit a motion for consideration by State Council on Friday, 19 October 2018, please complete this form and email to the **State Council** email address [S2@mav.asn.au](mailto:S2@mav.asn.au), **no later than 21 September 2018**.

<b>Motion</b>	
<b>Single Wide EBA for Victoria</b>	
<b>Submitted by:</b> <i>Frankston City Council</i>	
<b>MOTION:</b> That the MAV endorses, in principle, the concept of a single Enterprise Agreement for local government in Victoria, and that a Working Group be established with LG Pro to investigate: <ul style="list-style-type: none"> <li>• strategies for implementing a single Enterprise Agreement</li> <li>• the relevant legislative, structural and salary matters</li> <li>• the development of an agreed industry log of claims</li> <li>• other multi-employer Agreements (e.g. the <i>Early Education Employees Agreement 2016</i>)</li> </ul> The Working Group is to provide the outcomes to the MAV to the next MAV State Council in May 2019.	
Is the subject matter of this motion included in the SWP? <b>No</b>	
If yes, identify the following:	
Objective No.	
Priority No.	
Item No.	
<b>RATIONALE:</b> A discussion paper on the concept of a Single Enterprise Agreement for local government in Victoria was circulated by Frankston City Council to MAV members in April 2018. That paper, a copy of which is attached, sets out the rationale for the motion.	

# Victoria Wide EBA

Discussion paper



opportunity » growth » lifestyle

## A single Victoria wide Enterprise Bargaining Agreement

- Negotiated through the Fair Work Commission
- Three sections; Inner Metropolitan (Metropolitan), Outer Metropolitan (Interface and Regional) and Country (Large and small rural)
- A consistent and integrated framework

***What is the relevance of enterprise bargaining in local government today?***

***Is it time for a new approach?***

Enterprise bargaining was first introduced more than 25 years ago.

Given this, it is time to consider options to achieve better outcomes for salaries and conditions in local government.

### **Background**

Victorian councils are involved in regular enterprise bargaining. Some negotiate four year agreements; however, an overwhelming majority of enterprise agreements consist of a three year term.

The bargaining process is time consuming, disruptive to organisations and the community (as a result of work stoppages and work bans).

The consolidation and simplification of agreements presents an opportunity to develop a consistent bargaining framework and a simple, plain English integrated document.

### **Issues**

The recent round of negotiations highlighted a number of specific issues:

- Enterprise bargaining is exacerbating the salary differences between councils
- Rates of pay for work can vary widely between councils and may result in competition between local, state and federal governments for skilled and qualified employees.
- Enterprise Agreements within the industry have different start and end dates
- The position of a Council during the 'bargaining cycle' will determine the prevailing salary rate increases. For example, agreements negotiated in 2014 have salary increases of approximately 3.5% - 4%. The latest agreements have salary increases of approximately 2.0 - 2.5% or less
- Councils are developing and negotiating varied or additional terms and conditions



- Social and environmental changes may not be reflected in Enterprise Agreements over a four year period. For example, the expectation for 24 hour availability of services and digital transformation will revolutionise the way we interact with our community and affect the way our employees work in the future
- Increased benefits (e.g. Family Violence and Paid Parental Leave) carry more weight in negotiations than changing work hours to meet community expectations
- Union membership is low and declining yet legislation requires bargaining with unions and nominated bargaining representatives. The enables the union to have a common bargaining position at all councils

### **Opportunity**

A single Enterprise Agreement would have the same effect as an industry wide award.

It must be recognised that councils have limited capacity to continue to pay salary increases without reducing the number of employee or the capacity of services to the community in a rate capping environment.

The ACTU also recognises that unions and employees have minimal trade offs.

### **Benefits**

It is envisaged enterprise agreements negotiated with a common 'log of claims' would achieve:

- Equality and consistency across all councils and an opportunity to streamline the negotiation
- Unions prepare a standard 'log of claims' served to councils at commencement of the bargaining process
- Councils prepare a standard log of claims and negotiate with an established position.
- Seek reforms and changes with common conditions and relatively comparable rates of pay
- Industrial stability for the period of the enterprise agreement
- Common conditions and relatively comparable rates of pay
- Adopt the *Victorian Local Government Award 2015* (the Modern Award) across all councils. The Modern Award is used for the purposes of the Better Off Overall Test (BOOT) in the Fair Work Commission and all Agreements are benchmarked against the Modern Award
- Evaluate salary levels across the industry
- Consideration of broadband payment levels, pay scales that reflect the size of the area, including inner, outer and rural councils
- Reduced time and cost spent during the bargaining process
- Common timeframe for salary increases
- Ability to attract and retain employees in a more competitive environment

### **Proposed action**

The local government sector could commission research to investigate the feasibility, practicality, and legal issues for a single enterprise bargaining framework for all Victorian local government councils.

Sincerely,

Cr Colin Hampton  
MAYOR  
Frankston City Council

### MAV State Council Meeting – 19 October 2018

To submit a motion for consideration by State Council on Friday, 19 October 2018, please complete this form and email to the **State Council** email address [S2@mav.asn.au](mailto:S2@mav.asn.au), **no later than 21 September 2018**.

<b>Motion</b>	
<b>Asset forfeiture laws</b>	
<i>Submitted by: Frankston City Council</i>	
<b>MOTION:</b> That the MAV is requested to advocate to both levels of government to reform existing asset forfeiture law. The MAV is to request that proceeds from local criminal forfeitures are to remain in the local area where forfeitures were made. How these proceeds are to be expended could either be determined by the local council and/or a special panel with predominantly local membership.	
Is the subject matter of this motion included in the SWP? <b>No</b>	
If yes, identify the following:	
Objective No.	
Priority No.	
Item No.	
<b>RATIONALE:</b> Currently, once relevant assets are identified and victims' claims satisfied, the proceeds are paid into consolidated revenue. These funds are then disbursed for the benefit of all Victorian and Victorian communities.  Those municipalities with higher crime rates, should the Confiscation Act 1997 be amended, would/could be beneficiaries of higher grants to address the impact of anti social behavior.	

## MAV State Council Meeting – 19 October 2018

To submit a motion for consideration by State Council on Friday, 19 October 2018, please complete this form and email to the **State Council** email address [S2@may.asn.au](mailto:S2@may.asn.au), **no later than 21 September 2018**.

<b>Motion</b>	
<b>Electrification of the Frankston Train Line to Baxter</b>	
<b>Submitted by:</b> <i>Frankston City Council</i>	
<b>MOTION:</b>	
That the MAV is to advocate for the electrification of the Frankston train line to include all railway stations to Baxter railway station to be included within the State Governments Rail Infrastructure Program. The MAV notes the significant environmental and economic developments that this proposed extension of the Frankston line will achieve. The MAV also notes the commitment by the Federal Government to fund half the cost of the electrification project and calls on the State Government to stop obfuscating and match the federal funding to allow the project to become a reality.	
<b>Is the subject matter of this motion included in the SWP?</b>	
<b>Yes</b>	
<b>If yes, identify the following:</b>	
<b>Objective No.</b>	<b>3</b>
<b>Priority No.</b>	<b>P9</b>
<b>Item No.</b>	<b>3g</b>
<b>RATIONALE:</b>	
Advocating for the extension of Frankston Line electrification to Baxter has been a key policy of Council for some time and features as one of the four-year priorities in the Council Plan for 2107-18 (Priority 1.1.1). It is also one of the four Council advocacy priorities for the 2018 State election.	
Electrification to Baxter benefits Frankston by freeing existing train stabling space for alternative land uses around Frankston Station. It will also reduce demand for over-subscribed parking at Frankston Station as residents of the southern and south eastern portions of our municipality, and Mornington Peninsula Shire residents, will be able to source more convenient park and ride options from Langwarrin and Baxter.	
In addition, there is the opportunity to relocate the current Leawarra Station closer to the Frankston Hospital precinct and Monash University. Together with the construction of a substantially upgrade station, this will enhance public transport access to the hospital for patients, workers and visitors and make it easier for students to attend the university. Such improved access will encourage development in the hospital and university precincts increasing the attractiveness of Frankston as a place to live, work and study. This accords with Council's vision for the precinct outlined in Council's Frankston Metropolitan Activity Centre Master Plan.	

## MAV State Council Meeting – 19 October 2018

To submit a motion for consideration by State Council on Friday, 19 October 2018, please complete this form and email to the **State Council** email address [S2@mav.asn.au](mailto:S2@mav.asn.au), **no later than 21 September 2018**.

<b>Motion</b>	
<b>Essential Services Commission Influence</b>	
<i>Submitted by: Frankston City Council</i>	
<b>MOTION:</b>	
That the MAV is to express concern to the State Government about the level of influence the Essential Services Commission – an unelected body – has over local government insofar autonomy (i.e. rate-capping). The MAV is to recommend that the Minister of Local Government, as opposed to the Essential Services Commission, is to take on the duties that presently reside with the Essential Services Commission.	
Is the subject matter of this motion included in the SWP?	
YES	
If yes, identify the following:	
Objective No.	1 & 2
Priority No.	2 & 4
Item No.	P2/P4
<b>RATIONALE:</b>	
The Essential Services Commission is the price regulator for the Energy, Water and Transport sectors and in addition to these roles, has been allocated the task of administering the rate capping structure for local government.	
The ESC has consistently demonstrated a lack of awareness and understanding of the complexity of providing local government services over the past three years. Local Government remains vastly different to the other industries regulated by the ESC who are essentially single product providers.	
The recent restructuring of the ESC where the existing director administering the local government arm has been removed, and this role consolidated into the other sectors, will only serve to exacerbate this situation. Further the ESC, being an un-elected body, has no accountability to the Victorian community for the decisions it makes in respect of local government.	
Frankston City Council therefore recommends that the MAV advocate for the Minister for Local Government to assume responsibility for the direct administration of the rate capping framework.	

## MAV State Council Meeting – 19 October 2018

To submit a motion for consideration by State Council on Friday, 19 October 2018, please complete this form and email to the **State Council** email address [S2@mav.asn.au](mailto:S2@mav.asn.au), **no later than 21 September 2018**.

### Motion

#### Overreach of unelected bureaucratic entities

*Submitted by: Frankston City Council*

### MOTION:

That the MAV is to register concern to all tiers of government about the continued encroachment from unelected bureaucratic bodies on local government in Victoria.

The continued interference from both state government and state government bureaucratic bodies is eroding the democratic impetus and independence of local government decision-making.

Moreover, the MAV is to also express concern about the existing power imbalance between the Victorian Parliament and the bureaucratic branch of the Executive insofar the increasing 'executive creep' into democratic decision-making and funding allotments.

Is the subject matter of this motion included in the SWP?

YES

If yes, identify the following:

Objective No.

1 & 2

Priority No.

1, 3

Item No.

1b, 3c

### RATIONALE:

Council's are impeded in achieving integrated outcomes for their communities by the actions of State Government agencies that appear to be set up to duplicate or constrain the decision-making of local government in core areas of service delivery. These unelected bodies, such as the Essential Services Commission (ESC) and Victorian Civil and Administrative Tribunal (VCAT) act to frustrate the effective operation of local government.

#### ① *Essential Services Commission(ESC) (which determines rate-capping)*

The ESC and the introduction of rate capping has significantly reduced local government autonomy in that it has essentially provided State Government control over the vast amount of revenue that Council raises and limit Council's role to only being a body that determines how scarce resources are then allocated. The ESC and State Government now determine over 80 per cent of the revenue raised (combination of rates, grants and statutory set fees and charges) by Frankston City Council. Council's ability to raise additional revenue from fees and charges are quite minimal. It would be the preference of Frankston City Council for the ESC's assessments of rate capping to be advisory in nature and not determinative. In this manner, Council could remain accountable to its local community for its rating decisions and retain its autonomy.

#### ② *the Victorian Civil and Administrative Tribunal (which often overturns local government decisions on planning matters).*

The overbearing intrusion of VCAT into the Council responsibility of determination of planning applications under local government planning schemes needs to be overhauled to return the VCAT role to one of a technical review of administrative decisions, and not a 'de novo' assessment of planning applications. Instead of considering the material placed before Council by applicants, and reviewing the Council's resulting decision, VCAT goes significantly further and often invites and entertains entirely new development proposals for the subject site with material supplied by the applicant that was never seen by Council. This over-reach has lead to applicants and other sectoral interests 'gaming the planning system' and reserving information so that it can be decided by VCAT rather than dealt with at the local government level. This has the unfortunate effect of unnecessarily extending the time required to come to a final decision on a planning application while undermining trust in the transparency of the planning process.

## MAV State Council Meeting – 19 October 2018

To submit a motion for consideration by State Council on Friday, 19 October 2018, please complete this form and email to the **State Council** email address [S2@may.asn.au](mailto:S2@may.asn.au), **no later than 21 September 2018**.

Motion

**State Government Levies**

*Submitted by: Frankston City Council*

### MOTION:

That the MAV is to explore legal options, on behalf of its Council membership, on the legality of the State Government being able to impose levies for payment in lieu of rate notices. The legal advice is to explore the power of the State Government to do this, the power of local government to decline the collection of State Government rates, what basis local government has in seeking fair and concise reparations for taking on the collection of State Government rates and the ability for/of local governments to charge the State Government for the collection of State Government rates.

Further, the MAV is to express frustration to the relevant Minister (and Shadow Minister) about the unfair situation that is local government collecting state government based levies with unfair and insufficient compensation.

Is the subject matter of this motion included in the SWP?

**YES**

If yes, identify the following:

Objective No.

**1**

Priority No.

**2 and 3**

Item No.

### RATIONALE:

Local Government currently collects two levies on behalf of the State Government in the Landfill Levy and the Fire Services Levy. Council receives no funding from the State Government in respect of landfill levy collections and whilst it does receive funding for the Fire Services Levy, this remains subject to annual confirmation and potentially the withdrawal of funding at some point in the future.

There has been further speculation in recent years about the State Government adding further State levies on Local Government and this was particularly the case when consideration was being given to implementing a domestic violence levy on all Victorians. Historically Local Government was further used by the State Government to collect a State Deficit Levy.

Council residents find it difficult to distinguish between what is a Council charge and what is a State Levy with ratepayers essentially only looking at the bottom line figure on their rates notices and attributing all of these costs to Council. This causes Council significant reputational damage.

The State Government has its own property based utility in the State Revenue Office and access to all local government valuations via the Valuer General. The only realistic rationale that the State Government doesn't utilise the SRO to collect these State levies is the transference of the political fall out directly on to Local Government. Frankston City Council therefore recommends that the MAV seek to undertake steps to advocate for the removal of State levies from local government rate notices.

# **MAV State Council Meeting – 19 October 2018**

To submit a motion for consideration by State Council on Friday, 19 October 2018, please complete this form and email to the **State Council** email address [S2@may.asn.au](mailto:S2@may.asn.au), **no later than 21 September 2018**.

<b>Motion</b>	
<b>Government Assisted Drugs Programs</b>	
<i>Submitted by: Frankston City Council</i>	
<p><b>MOTION:</b></p> <p>In light of the Richmond 'Medically Supervised Injecting Room' trial, the MAV is to advocate that - where there may be a desire to create more of these facilities – the State Government must seek the explicit permission of relevant local governments (where such a facility may be located) due to the potential public safety and public health implications. The State Government is expected to respect the wishes of local governments that do not authorise the placement of such a facility within their municipalities.</p> <p>That the MAV is to request that the State Government allow greater powers to local government insofar the placement and issuance of licences to pharmacies that have pharmacotherapy programs. Further, the MAV is to advocate to the Minister for Health, the Hon. Jill Hennessy MP, to conduct an audit of pharmacotherapy sites per municipality due to disparity in numbers.</p>	
<p>Is the subject matter of this motion included in the SWP? <b>No</b></p> <p>If yes, identify the following:</p> <p>Objective No.</p> <p>Priority No.</p> <p>Item No.</p>	
<p><b>RATIONALE:</b></p> <p>Frankston City Council supports harm minimization and efforts to facilitate drug withdrawal and rehabilitation whilst minimizing the congregation impacts.</p> <p>Currently, significant efforts occur across health, Local Government and allied support Not for Profits to support residents with opioid/illicit drug dependency, however, the Local Planning Scheme precludes Councils' ability to influence location of facilities so as to reduce impact on traders and the general public.</p>	

## MAV State Council Meeting – 19 October 2018

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<b>Motion</b>	
<b>Improved outreach with Local Government by/from EPA Victoria</b>	
<b>Submitted by:</b> <i>Frankston City Council</i>	
<b>MOTION:</b>	
That the MAV is to advocate to the Minister of Environment to ensure improved reporting and consultative mechanisms by the EPA to Local Government. In addition, where matters that impact upon residents and/or amenity (such as air quality), the MAV is to request improved responsiveness by EPA Victoria.	
<b>Is the subject matter of this motion included in the SWP?</b>	
<b>No</b>	
<b>If yes, identify the following:</b>	
Objective No.	
Priority No.	
Item No.	
<b>RATIONALE:</b>	
Council has a concern regarding the need for clear legislative direction to ensure that all complaints in relation to all aspects of discharge from industries be investigated in a timely and thorough manner by the Victorian Environment Protection Authority (EPA).	
While Frankston City Council appreciates the assistance that is provided by representatives of the EPA, concerns have been raised by the community that complaints to both Council and the EPA relating to alleged discharges from industrial properties have not been actioned in a timely and thorough manner.	
An example of this issue was recently raised at a property in the industrial area of Seaford which took an extended period before any air monitoring was carried out by officers from the EPA.	
Whilst Council appreciates that issues such as staffing and resources at times can be problematic, both Council officers and the general public rely on the expertise of officers from the EPA to provide appropriate investigations and guidance in these types of complaints.	
It is noted that the EPA's 'Compliance and Enforcement Policy' states: <i>'EPA will allocate our resources where the biggest difference can be made, or where the biggest risks to environment, health, safety or wellbeing can be manage and; EPA prioritises its compliance monitoring and inspection efforts towards the biggest risks of harm to the environment and to those people and businesses that are less likely to comply.'</i>	
While Council acknowledges the EPA prioritises its resources to investigate the higher risk complaints, it is important that community anxiety over complaints receives attention in a timely and thorough manner to address resident concerns. As such, concerns can exacerbate situations and service standards are strongly encouraged to improve understanding and service delivery.	

# **MAV State Council Meeting – 19 October 2018**

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<b>Motion</b>	
<b>Localised Truancy Strategies</b>	
<b>Submitted by:</b> <i>Frankston City Council</i>	
<b>MOTION:</b> That the MAV is to advocate to the Minister for Education, the Hon. James Merlino MP, seeking support for regional units of the Department of Education to work more closely with local stakeholders (Victoria Police, local governments etc) to implement localised strategies/solutionsto ameliorate (any recorded) higher than average instances of truancy at secondary schools.	
Is the subject matter of this motion included in the SWP?	<b>No</b>
If yes, identify the following:	
Objective No.	
Priority No.	
Item No.	
<b>RATIONALE:</b> Frankston City Council plans services and programs to improve outcomes for its community. Children of families impacted by poverty, mental health, drug related and family violence often experience increased levels of truancy which increases the risk of intergenerational harm.	

# **MAV State Council Meeting – 19 October 2018**

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Motion	
Everybody's Home National Housing and Homelessness Campaign	
Submitted by: Frankston City Council	
<b>MOTION:</b>	
That Frankston City Council writes to the Municipal Association of Victoria as the peak body for Local Government requesting their support for the Everbody's Home National Housing and Homelessness campaign to promote the campaign to all local government areas, enabling a shared voice on the issue and proposed solutions on this important matter.	
Is the subject matter of this motion included in the SWP?	
	YES
If yes, identify the following:	
Objective No.	2
Priority No.	4
Item No.	2a
<b>RATIONALE:</b>	
<ul style="list-style-type: none"> <li>Homelessness is a significant and growing issue in Victoria (and Australia), that requires a radical multi sectoral, and multi strategy approach to address and reverse the breeding ground of homelessness pressure points if we are to see any reversal of this unacceptable upward trend.</li> <li>Whilst Federal and State government fund and provide housing infrastructure and services, Local Government has a crucial role in advocating for the needs of the local community to increase affordable housing stock and improved services enabling community members to have reasonable access to safe and affordable housing.</li> <li>The Everybody's Home Campaign is a national campaign being led by a coalition of homelessness sector leaders from across Australia, who will strategically petition all State and Federal Governments in the lead up to the State and Federal Elections with five key asks that cut across the key housing and homelessness pressure points in Australia including:             <ol style="list-style-type: none"> <li>Support for first time buyers by resetting the tax system around housing.</li> <li>Developing a National Housing Strategy to meet Australia's identified shortfall of 500,000 social and affordable homes.</li> <li>Giving a better deal to renters through state law changes to protect against evictions, unfair rent raises, discrimination, and landlords who refuse to maintain properties.</li> <li>Developing a National Action Plan that commits to ending homelessness by 2030 by taking action to prevent homelessness and deliver rapid access to the housing and support needed by people who lose their homes.</li> <li>Providing relief for chronic rental stress by increasing Commonwealth Rental Assistance allowances to make eligibility and payments fairer.</li> </ol> </li> <li>Supporting the Everybody's Home campaign communicates a clear message to all levels of government and the local community that Frankston City Council is strongly committed to protecting the basic human right to secure and affordable housing.</li> </ul>	

# **MAV State Council Meeting – 19 October 2018**

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<b>Motion</b>	
<b>Use of Glyphosate Herbicide</b>	
<i>Submitted by: Frankston City Council</i>	
<b>MOTION:</b> That the MAV advocate to the State Government to undertake a thorough investigation of the effects and alternatives of glyphosate herbicide to ensure the health and wellbeing of all communities as well as Local Government's ability to provide well maintained and presented open space.	
Is the subject matter of this motion included in the SWP?	
<b>No</b>	
If yes, identify the following:	
Objective No.	
Priority No.	
Item No.	
<b>RATIONALE:</b>  A recent United States judicial verdict increased concerns about the toxicity and impact of glyphosate.  Currently, Victorian Councils have a heavy reliance and seek clarity about the safe use of general herbicides as well as effect alternative treatments.	

Implementing the  
STRATEGIC WORK PLAN  
**2017-19**



# MAV OVERVIEW

## OUR PURPOSE:

To protect and promote the democratic status, autonomy and efficient carrying out of local government in Victoria through advocacy and capacity building.

The Municipal Association of Victoria was established in 1879 to protect the interests and rights of local government.

In Victoria, local government is made up of 79 councils representing over five-and-a-half million people.

Councils operate with a legislative and electoral mandate to manage local issues and plan for the community's needs.

Local government is closely interwoven in the fabric of community life. It is the most trusted level of government and has a vital leadership role to play in facilitating economic development and improving quality of life for the people it serves.

The MAV protects the interests of local government through advocacy, provision of services to improve efficiency and productivity of councils; and promotion of the value of local government to a diversity of stakeholders.

What we do	Who does it	How it is funded
<b>POLICY &amp; ADVOCACY</b> MAV advocacy represents and advances the interests of councils; influences policy, legislation and funding decisions; and builds capability in councils across a range of policy areas: <ul style="list-style-type: none"> <li>• Community Services</li> <li>• Emergency Management</li> <li>• Environment</li> <li>• Governance, Economics &amp; Finance</li> <li>• Planning &amp; Building</li> <li>• Public Health &amp; Safety</li> <li>• Transport &amp; Infrastructure.</li> </ul>	9 staff	MAV member subscriptions
<b>MEMBER SERVICES</b> MAV services help to improve the efficiency and productivity of councils by providing best practice policy advice, training for council staff and councillors and cost-saving collaborative opportunities in areas including: <ul style="list-style-type: none"> <li>• Insurance (<i>Liability Mutual, Commercial Crime, LGE Health, MAV WorkCare</i>)</li> <li>• Procurement</li> <li>• Local Government Funding Vehicle</li> <li>• Training &amp; Events.</li> </ul>	13.4 staff	Self-funded
<b>COMMUNICATIONS &amp; MEDIA</b>	4.7 staff	MAV member subscriptions
<b>GOVERNANCE &amp; CORPORATE SERVICES</b> Human resources, policy compliance, governance, and administrative support.	13.8 staff	MAV member subscriptions
<b>GRANT-FUNDED PROJECTS</b> MAV delivers specific projects and programs to councils in areas including: <ul style="list-style-type: none"> <li>• Community Services</li> <li>• Environment</li> <li>• Planning &amp; Building</li> <li>• Public Health &amp; Safety</li> </ul>	10 staff	Victorian and Australian Government grants
<b>HOSTED ORGANISATIONS</b> <ul style="list-style-type: none"> <li>• Public Libraries Victoria Network</li> <li>• Council Alliance for a Sustainable Built Environment (CASBE)</li> <li>• Association of Bayside Municipalities.</li> </ul>	5 part-time staff	Self-funded

# CONTENTS

A sharper focus for higher value member outcomes.

## **MAV OVERVIEW** **PAGE 2**

The purpose and structure of the Municipal Association of Victoria.

## **THE STRATEGIC WORK PLAN 2017-19** **PAGE 4-5**

Our objectives, priorities, targets, actions and measures for 2017-19, as identified through extensive consultation with our members.

## **PLANNING PROCESS** **PAGE 6-7**

How we ensure that this strategic plan represents the views of our member councils, and how it relates to our State Council and annual reporting processes.

## **OUR WORK AREAS** **PAGE 8-9**

An overview of the council business and policy support services provided by the MAV.

## **SUPPORTING ACTIVITIES** **PAGE 10-25**

How the supporting activities of each MAV work area will contribute to addressing our priorities and objectives for 2017-19.

## **MEMBERSHIP BENEFITS** **PAGE 26-27**

The role, capability, processes and business areas of the MAV and the benefits they provide for our members.

## **ACKNOWLEDGMENTS** **PAGE 28-29**

Details of the member consultation that contributed to the development of this plan.

We acknowledge Aboriginal people as the traditional owners of the land and we pay our respects to their Elders, past and present.

We support local government's capacity and knowledge to strengthen relationships with Victoria's Aboriginal communities and for it to encourage greater unity, knowledge, cultural awareness and respect for the first occupants of our land – through its strong community links and local representation.

# STRATEGIC WORK PLAN 2017-19

## OBJECTIVE 1: HELP COUNCILS ACHIEVE FINANCIAL SUSTAINABILITY

	PRIORITY	TARGET	METHOD	MEASURE
1	Secure funding certainty	Ongoing Commonwealth funding secured for provision of 15 hours of kindergarten	Advocacy to Commonwealth Government	Achieved?
		State Government take over the funding of SES, Surf Life Saving and Coastguard	Complete negotiations with State Government	Achieved?
		Country roads and bridges funding is reinstated	Advocacy to Commonwealth & State Governments, including Opposition	Achieved?
		School crossings funding model is reformed	Advocacy to the State Government	Achieved?
		HACC model and funding post-2019 is agreed	Advocacy and negotiation with Commonwealth Government	Achieved?
		FAGs indexation is reintroduced in 2017	Advocacy through ALGA	Achieved?
		Roadside weeds and pests funding secured	Advocacy to State Govt, including Opposition	Achieved?
2	Reduce red tape reporting costs	State Govt reporting costs on local government is quantified	Undertake comprehensive review of cost of State Government reporting to councils	Achieved?
		20% reduction in State Govt reporting costs by mid-2018	Develop and implement advocacy campaign informed by review data	Achieved?
		Rate-cap exemption process is streamlined	Advocacy to State Govt, including Opposition	Achieved?
3	Explore new funding streams and savings opportunities	New funding options, palatable to councils are identified	Review in partnership with ALGA and test with members	Achieved?
		Council savings achieved through aggregation	WorkCover Self Insurance Scheme Identify and facilitate aggregated procurement opportunities	Achieved?
		Develop detailed understanding of impact of cost shifting on LG and seek funding to ensure minimum level of community service provision in all communities	Review cost shifting impacts on LG Advocacy to State Govt, including Opposition	Achieved?
		Achieve access to Landfill Levy revenue to fund decommissioning and establishment of landfill sites, and climate change mitigation	Review the Waste Levy impacts on LG Advocacy to State Govt, including Opposition	Achieved?

## OBJECTIVE 2: IMPROVE THE REPUTATION OF LOCAL GOVERNMENT

	PRIORITY	TARGET	METHOD	MEASURE
4	Raise the profile and influence of local government	Influence is increased with State and Commonwealth Governments	Initiate policy and legislative changes to Commonwealth and State Governments	Engagement & response rates
		Community understanding of the breadth and value of council services has increased	Support initiatives that raise awareness of councils' role, services and performance	Social media & web analytics
		Communities better understand issues affecting financial sustainability of LG	Monitor and communicate the impact of rate capping on council services	
		More resources are available to help councils meet community expectations	Undertake perception of LG research and develop a MAV and member engagement strategy that includes a focus on improving the reputation of the sector	Achieved?
5	Influence the LG Act and MAV Act reviews	A more contemporary LG Act with increased council autonomy and a contemporary MAV Act that expands and clarifies the objects, functions and powers of the MAV	Make submissions and advocate to government on the form, content and draft legislation of the Acts	Achieved?
6	Review and amend the MAV Rules	The performance and potential of the MAV (including State Council) is maximised	Undertake a comprehensive review of the governance structure of the MAV, including the role of State Council & MAV committees	Achieved?



### OBJECTIVE 3: INCREASE SECTOR PRODUCTIVITY AND EFFICIENCY

	PRIORITY	TARGET	METHOD	MEASURE
7	Improve procurement practices and outcomes	Data analysis drives efficiencies, savings and compliance as well as local and regional economic development and collaboration outcomes including shared services.	Ongoing delivery of the LEAP procurement development program, including participation from additional councils.	Participation in the LEAP program and tracking of council and regional benefits.
8	Encourage and facilitate sharing of services, technology and business processes	Implementation of a sector-led business solution that enables more efficient and effective collaboration, cooperation and innovation through shared technology and processes.	Showcase shared services opportunities. Victorian Local Government Enablement Platform proof-of-concept. Development of production, governance and resourcing model for LG Digital Transformation Centre. Encourage use of common data standards and business processes.	Achieved?
9	Address local government capacity, capability and credibility challenges	Councils leverage information, experiences, business processes and innovation initiatives of other councils, advisory groups, all levels of government, the education sector and the private sector.	Host forums, conferences, workshops and training courses to improve knowledge and skills development of councillors and council officers. Develop digital solutions for sharing of information, skills and experience.	Stakeholders participating in MAV events and programs. Survey outcomes.

### OBJECTIVE 4: INCREASE INNOVATION AND COLLABORATION

	PRIORITY	TARGET	METHOD	MEASURE
10	Drive business transformation	Facilitate opportunities to improve business processes by providing data and training, and by removing roadblocks.	Procurement LEAP program. Best practice guidelines.	Number of improved business processes.
		Councils are collaborating to implement more efficient and consistent business process.	Implement the recommendations of the Local Government Digital Transformation Task Force. Facilitate collaboration on energy efficiency.	Achieved?
		Data quality, standards, management and analysis capability is increased.	Encourage and support initiatives that help councils make better use of data to inform business decisions and influence funding submissions.	Number of collaborative data initiatives.
11	Address digital access and equity issues	Councils have access to affordable, reliable ICT infrastructure.	Work with ALGA to influence ICT access issues including high-quality, high-speed broadband and mobile phone coverage.	Councils with affordable access to critical ICT infrastructure.
		Councils better understand the challenges and opportunities of the digital era.	Deliver and support initiatives that improve digital maturity of councils.	Digital maturity survey outcomes.
12	Enable innovation partnerships	Local government knowledge, capability and capacity is increased through effective partnerships with government, business, education and civic stakeholders.	Strengthen partnerships between councils and with other levels of government. Explore opportunities for PPPs. Address legislative and regulatory barriers to innovation initiatives.	Partnerships established. Barriers removed.

# PLANNING PROCESS

Addressing our objectives through consultation, strategic planning, State Council and annual reports.

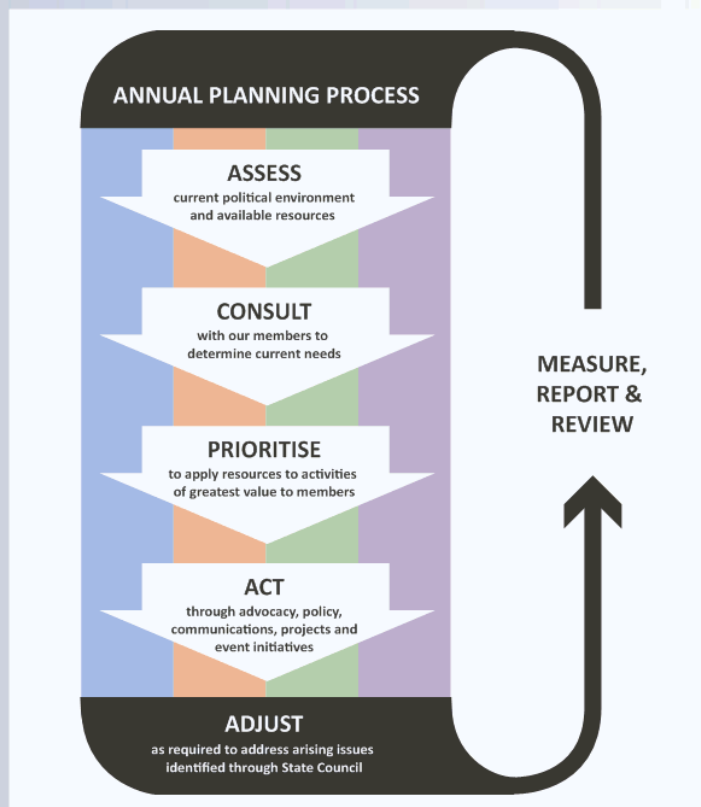
## CONSULTING WITH OUR MEMBERS

The MAV's annual strategic work plan sets out the MAV's work program for the year. The issues and actions within it are identified in consultation with our member councils.

Formal consultation opportunities include CEO Forums and strategic planning consultation sessions held in Bendigo, Gippsland\*, Melbourne, Warracknabeal, Benalla, Geelong and Warrnambool.

MAV staff members also have significant input into development of the plan. The staff are informed by constant interaction with member councils in their areas of expertise, as well as by input and advice from more than 20 expert committees established and supported by the MAV to inform major policy and project areas.

\*The Gippsland region consultation session was held in Melbourne.



## CONSULTATION

Eight strategic planning sessions were conducted at seven locations during February and March 2017.

Participants were also asked to consider and propose three or four priority activities that would be of greatest value to members over the next 24 months.

This framework, which was introduced last year, again produced fewer ad hoc activity suggestions and better consensus on the few activities that would be of greatest benefit to members.

Supporting activities were identified through the consultation sessions, as well

as through MAV work area council networks and CEO forums.

MAV work areas identified one key activity for each objective, thus eliminating non-aligned activities from the plan.

MAV consultation networks are vast and varied. The MAV team consult with council staff on matters of policy and process on a daily basis. The MAV also coordinates more than a hundred policy and project committees, task forces, advisory committees and groups to ensure our processes and policies are consultative and representative of our members' needs.

At Board and CEO level, our networks include elected and appointed members,

as well as representatives from all levels of government, unions, industry, service providers and fellow local government and member associations.

The strength of MAV relationships is critical to providing the best outcomes for our members. In order to be a strong voice for local government, we must ensure that short-term gains for the sector do not come at the expense of longer-term stakeholder relations. The value of this advocacy foundation is difficult to quantify, but fundamental to our success.

### ENGAGEMENT SURVEY

Member feedback from our 2016 engagement survey was a key driver in determining the priority issues in this plan.

### PLAN FEEDBACK

The proposed Strategic Work Plan 2017-19 is distributed in draft form to all councils via their nominated MAV representative for further feedback.

Input from councils is collated and considered for inclusion in the plan according to alignment with the strategic objectives, the number of councils supporting the change, and the resources available to deliver it.

For each council submission, the MAV provides a written acknowledgment, followed by an explanation of how their submission was actioned.

### STATE COUNCIL

The final draft of the Strategic Work Plan is distributed to MAV council representatives for the consideration of councils, two weeks prior to State Council.

The draft plan is formally presented for the endorsement by members at State Council. If accepted, the draft is adopted as the MAV work plan for the 2017-19 year.

Half-way through the term of the plan, State Council presents a further opportunity for councils to submit suggested changes to the plan. These requested changes may be in response to an arising issue or a change in operating environment.

State Council resolutions are considered for inclusion in the current work plan by the MAV Board. Resolutions are assessed against the same criteria used for developing the plan, as well as the impact the requested change would have on the delivery of the approved plan.

**Note:** During 2017, the MAV Rules will be comprehensively reviewed. The review will include examination of the role, purpose and alignment of our strategic planning process, State Council, Board Committees and other MAV advisory committees. Outcomes may affect the structure and implementation of this plan.

### MEASURING PERFORMANCE

Each activity included in the MAV Strategic Work Plan 2017-19 includes a target outcome for the year, an outline of proposed process and nomination of specific measures to assess the effectiveness of the outcome. (See box on this page for further information)

### REPORTING

The new strategic framework will result in simpler, more meaningful reporting for our members. The aim is to ensure that all MAV activities contribute to the delivery of our strategic objectives. Using the measures identified for each activity, we will assess and report on the outcomes in our Annual Report to members. We will also report on the factors influencing the outcome.

The strengths or weaknesses of the outcomes will inform the activities of our next strategic plan, demonstrating continual assessment and review of how the MAV provides maximum value for its members.

### REVIEW

Progressive outcomes will be presented to our members at State Council.

Annual outcomes are reviewed by the MAV Board, Executive and staff in preparation for the development of the next strategic work plan.

The review process seeks to:

- understand and address any shortcomings in our planning and implementation processes;
- identify opportunities and develop strategies for improvement;
- review and confirm the value of our objectives;
- review the effectiveness of our success measures; and
- build upon our successes.



### MEASURING OUR PERFORMANCE

In response to recommendations of the 2015 VAGO report "Effectiveness of Support for Local Government", the MAV Strategic Work Plan 2017-19 features activities and priorities that align with objectives supported by our members.

Extensive consultation determined that each MAV work area will focus on an activity that produces specific, measurable and deliverable outcomes to support each of the agreed objectives.

Each plan activity includes a target, a brief description of the intended delivery process and specific outcome measures.

The outcomes derived from the quantitative and qualitative measures of this plan will influence future strategic work plan activities.

# OUR WORK AREAS

## GOVERNANCE



MAV work to support the development, adoption and implementation of high-quality governance processes, protocols, conduct and relationships across the local government sector. Work in this area included providing sector-wide advice on governance issues and assisting individual councils on a broad range of internal and external governance matters.

## COUNCILLOR & WORKFORCE TRAINING



MAV's Councillor & Workforce Training team delivers a Councillor Fundamentals program to metropolitan, rural and regional locations; identifies barriers to participation; hosts Councillor Development Weekends; partners with Swinburne University to provide Graduate Diploma of Management opportunities; provides online training packages to support remote access; delivers in excess of 50 training programs; and works with key stakeholders to help councils address employment costs and workforce development challenges. We also help councils increase employment of Torres Strait Islander and Aboriginal people.

## FINANCE & PRODUCTIVITY



The MAV works with councils to help the sector secure its financial future. The work includes advocating for the sector's economic and financial needs, and arguing for greater recognition of local government's role in a range of government funding programs. We also work with our members to improve their financial autonomy.

## SECTOR DEVELOPMENT



The Future of Local Government (FOLG) group works with councils to identify and implement preferred future directions for the sector. We seek to achieve the vision of 'A more productive local government delivering better outcomes to a more engaged community' by addressing capacity, capability and credibility challenges. The MAV is working with our members towards a "smart councils" approach (do more with less via collaboration and innovation).

## TECHNOLOGY & DIGITAL



MAV Technology aims to demonstrate leadership in information and communications technology (ICT) to support effective delivery of council and community services.

MAV Technology delivers collaborative ICT resources and best practice reports for councils, drives sector-wide open data initiatives; hosts ICT forums and conferences, and an extensive Yammer network to facilitate the sharing of ICT resources, ideas and solutions. MAV Technology encourages innovation through the MAV Technology Awards for Excellence and Innovation Fellowship, and delivers group ICT procurement savings in partnership with MAV Procurement.

A key focus for 2017-19 will be to progress the digital transformation of the sector to improve customer experience.

## ENVIRONMENT



The MAV Environment team influence State policy, legislative and funding decision in relation to a range of environmental management issues, including climate change adaptation and mitigation, whole-of-water-cycle management, biodiversity management, waste and resource recovery, roadside weeds and pest management, and energy. We also provide management support to the Council Alliance for a Sustainable Built Environment (CASBE) and the Association of Bayside Municipalities (ABM).

The 2017-2019 period will see the finalisation of numerous reviews and reforms, including in relation to marine and coastal management, renewable energy, energy efficiency, biodiversity, climate change adaptation and water management. The MAV will continue to represent councils' interests in each of these processes.

## EMERGENCY MANAGEMENT



The MAV represents councils on Victoria's peak crisis and emergency management advisory body, the State Crisis and Resilience Council, and its subcommittees. We also work with councils and the State on a range of policy issues and projects, covering all hazards and all

phases of emergencies. In 2017-19 there will be a particular focus on defining the role of councils in emergency management, building capability and capacity through supporting collaborations and supporting systems, and seeking to resolve long-standing funding issues including the natural disaster funding arrangements, VicSES volunteer units and fire plugs.

## COMMUNITY SERVICES



The MAV negotiates with the State and Commonwealth governments to reform and fund community services provided by councils, and provide leadership for councils in the promotion of arts, culture and diversity. We also engage in activities to assist councils in supporting vulnerable children (including Aboriginal children and those in out-of-home care), young people and families.

The MAV works to develop strong and respectful partnerships between all levels of government to provide the best possible services for our communities.

The pace of reform at national and state level in key areas of Victorian local government community service delivery - in particular for aged & disability services and early childhood & family services, is continuing to accelerate. While reforms such as the National Disability Insurance Scheme (NDIS) are generally positive for some members of the community, in aged care significant effort is being directed by the MAV to ensuring that the quality and level of service in Victoria is not reduced to a national 'lowest common denominator'. In a constrained fiscal environment councils are reviewing how best to advocate and continue public sector oversight on behalf of their citizens, and maintain the high level of service in Victoria of which councils are justifiably proud. The Victorian Royal Commission into Family Violence recommendations are also predicted to be a major game changer in potentially harnessing local government in developing better coordinated place based solutions to complex community problems. The MAV continues to advocate for partnership agreements and innovative solutions which councils are well placed to lead - given their universal service involvement and extensive reach at the community and home based level, in conjunction with the governments, key providers and the community.

The MAV is committed to providing leadership in the creation of opportunities for arts, culture and libraries and to further the realisation of Creative State and its uptake across Victoria.

## PLANNING & BUILDING



MAV's Planning and Building team aims to influence the government's policy and reform agenda, while building the capacity of the sector through our annual work plan.

The planning system is complex and often contentious. Planning for and providing basic and essential infrastructure is an ongoing challenge for councils and heavily influences how well an area performs economically and the health and wellbeing of residents. Development contributions are vital to providing appropriate infrastructure at the appropriate time in the development cycle. The MAV and councils will continue to need to be well positioned in negotiating the implementation details of the new standard levy system. The SMART planning reforms will present both opportunities and challenges this area will be a key focus. Proactive sector-led planning reform that positions councils to do more with less will assist in promoting a positive image of planning in local government.

The building system is at the crossroads, with an increasingly visible number of major compliance issues. New legislation is likely to redress some of the system failings identified and for Municipal Building Surveyors role clarity in the enforcement space is a priority. Building surveyor shortages continue to plague some rural areas. Positioning the sector for the next wave of reform will be critical during the year ahead.

## PUBLIC HEALTH & SAFETY



The MAV advocates for more adequate funding and resources to address critical public health and safety issues including climate change impacts, food safety regulation, immunisation services, tobacco education and enforcement activities, Aboriginal employment and gender equality.

The MAV provides leadership in preventive health, gambling reform, gender equity, preventing violence against women and positive ageing. We also represent local government on the Victorian Food Regulators Forum to strengthen and improve health and safety services.

## TRANSPORT & INFRASTRUCTURE



MAV's Infrastructure team aims to influence the Government's policy and reform agenda, while building capacity of the sector through our annual work plan.

A disjointed and short term approach to infrastructure planning at a Federal and State level has greatly impacted our infrastructure network and our capacity to plan for the renewal and provision of new infrastructure into the future.

For Victoria to become more internationally competitive, we need to achieve greater productivity involving improved integration between land use and transport. A partnership between Infrastructure Victoria and local government could provide us with this opportunity.

Rate capping is likely to create serious issues for local government in the future and affect the overall quality of Victoria's Infrastructure network. The conclusion of the state Country Roads and Bridges program and cuts to the federal Financial Assistance Grants (FAGs) program have also placed significant funding pressure on local government.

## MEMBER SERVICES



MAV's Member Services team incorporates MAV Procurement and MAV Events. Both business units are not-for-profit units of the MAV focused on achieving better outcomes for local government.

MAV Procurement established the Local Government Funding Vehicle (LGFV) - Australia's first aggregated funding vehicle for local government and provides LEAP - a low-cost ongoing continuous improvement procurement development program for Victorian councils, and procurement training and professional development sessions for councils.

MAV Events aims to increase the capability and effectiveness of the sector by delivering events that provide professional development opportunities, collaboration between member councils and an understanding of emerging services.

## CORPORATE SERVICES



MAV's Corporate Services team provides administration, ICT, human resources and corporate policy services to ensure the MAV operates efficiently and transparently.

## COMMUNICATIONS



MAV's Communications and Media team facilitates the sharing of knowledge from all MAV work areas to our members and other stakeholders. They strive to influence commentary as the voice of local government; and improve community understanding and appreciation of the value of local government.

## INSURANCE



MAV Insurance schemes are operated entirely for the benefit of members. Their not-for-profit structure means any excess revenue is kept in the fund to help keep premiums down, rather than used to pay dividends to shareholders.

With over 20 years' experience representing the sector in insurance matters, MAV Insurance is able to provide cover that best meets the unique needs of local government at the best possible cost.

MAV Insurance works with its members to help reduce their risks by providing them with a comprehensive and integrated risk solution - risk management, claims management, legal advice, underwriting, policy advocacy and insurance coverage advice - at no extra cost.

Its extensive suite of risk management services include targeted appraisals, compliance reviews, tailored programs to address factors causing claims for individual members, regular best-practice forums, seminars and conferences.

# OUR ACTIVITIES

The following pages provide an overview of the priority and supporting activities that will be delivered to address our objectives during 2017-19.

## HONORING OUR PURPOSE

The MAV works to maintain the independence of democratically elected local government, including its ability to manage and resource infrastructure and services on behalf of local communities.

## ADDRESSING OUR OBJECTIVES

Despite our limited resources, by focusing our activities, we aim to deliver even higher value outcomes for our members in 2017-19.

## COMMON PRIORITIES

Local government is facing some serious and fundamental challenges. This MAV Strategic Work Plan acknowledges the common challenges identified through our consultation with councils, and proposes to focus on high value activities that we believe can positively impact the environment in which councils operate.

## UNLOCK EVIDENCE TO INFORM ACTIVITIES

Local government collects a huge amount of data. Part of our approach to implementing our priority activities will be to explore how we can better leverage this data to influence funding submissions, forge new partnerships, facilitate sector self-assessment and improve community sentiment.

## ENGAGE RESIDENTS

As part of our approach in helping councils to manage community expectations and improve the perception of local government, we will investigate ways to help councils engage with their communities. We will do this by exploring initiatives including service delivery co-design, open data provision, sharing of goals and objectives, and more transparent reporting.

## PROVIDE HIGH-VALUE SERVICES & RESOURCES

Using our small but capable team, we focus on providing a limited number of high-value services and resources for councils that will help them to improve customer experience, increase efficiency, save costs and improve customer understanding and appreciation of local government.

## ADVOCACY FOR COUNCIL PROGRAMS & PRIORITIES

In addition to developing and delivering advocacy and capacity building programs, the MAV will encourage and support campaigns and programs implemented by councils – particularly when they have the potential for replication by other councils.

## IDENTIFY NEW COLLABORATION & FUNDING OPPORTUNITIES

We will seek to enhance our available resources by identifying new opportunities to partner with other levels of government, the private sector, civic society organisations and the community to provide tools, resources and community outcomes that are of mutual benefit to all stakeholders.

## COORDINATE SECTOR ACTIVITIES

We will place a greater emphasis on collecting and sharing council case studies and planned activities to enable more promotion of council achievements and better opportunities to learn from the best practice developments underway across the sector.

## MEASURE RESULTS

In addition to the information that can be provided by better quantitative data management and analysis, we will also investigate practical and affordable ways to measure community sentiment across a range of local government issues.

## LEARN AND MAKE CORRECTIONS

We commit to be open and transparent as the strengths and weakness of our activities are assessed against agreed measures.

We will approach any disappointing results as opportunities for improvement and build upon our successes to deliver maximum value to our members and the communities they serve.

Priorities are highlighted in bold

OBJECTIVE 1:

# HELP COUNCILS ACHIEVE FINANCIAL SUSTAINABILITY

ACTIVITY	TARGET	METHOD	MEASURE
<b>COMMUNITY SERVICES</b>			
<b>P1&gt;</b> Secure funding certainty.	Ongoing Commonwealth funding secured for provision of 15 hours of kindergarten. <b>HACC model and funding post-2019 is agreed.</b>	<ul style="list-style-type: none"> <li>• Advocacy to Commonwealth Government for kindergarten funding.</li> <li>• Advocacy and negotiation with Commonwealth Government for HACC model and funding.</li> </ul>	Funding achieved. Agreements reached.
<b>1a&gt;</b> Advocate to sustain operational and capital funding.	Operational and capital funding levels from the State and Commonwealth are maintained or increased.	<ul style="list-style-type: none"> <li>• Provide options and support for councils if post-2019 HACC funding is inadequate to maintain current service levels.</li> <li>• Advocate for expansion of funding for the Enhanced Maternal &amp; Child Health (MCH) service by the State, and for partnership resourcing for the MCH Child Development Information System (CDIS).</li> <li>• Identify, plan and support capital funding priorities and opportunities for early childhood facilities.</li> <li>• Advocate for sustained funding youth services, and for building community inclusion for people with disabilities.</li> <li>• Support councils to review services to people with disabilities as the National Disability Insurance Scheme (NDIS) is rolled out.</li> <li>• Advocate for Commonwealth Home Support program funding and service agreements to be maintained to local government.</li> <li>• Advocate for more funding for development and maintenance of cultural assets.</li> <li>• Advocate to implement policies and influence social norms around the integration of arts and culture especially with regard to council strategic planning and delivery.</li> <li>• Build capacity within MAV and the sector so that opportunities for advancement and resourcing pressures are understood.</li> </ul>	Support initiatives delivered. Total percentage increase/decrease in operational and capital funding. New investment negotiated by MAV for additional program areas.
<b>PLANNING &amp; BUILDING</b>			
<b>1b&gt;</b> Influence planning and building reform agenda.	Local government voice is heard in reform initiatives.	<p>Work with councils to develop sector positions on:</p> <ul style="list-style-type: none"> <li>• Planning fees</li> <li>• Infrastructure contributions</li> <li>• Building legislation</li> <li>• Maintaining quality open space in urban and growth areas</li> <li>• Balancing protection of heritage buildings with pressure for intense development.</li> </ul>	Number of opportunities for member input to MAV.

OBJECTIVE 1: HELP COUNCILS ACHIEVE FINANCIAL SUSTAINABILITY (CONTINUED)

ACTIVITY	TARGET	METHOD	MEASURE
<b>EMERGENCY MANAGEMENT</b>			
<b>P1&gt;</b> Secure funding certainty.	State Government take over the funding of SES, Surf Life Saving and Coastguard.	<ul style="list-style-type: none"> <li>Complete negotiations with the State Government.</li> </ul>	State Govt funds SES, Surf Life Saving and Coastguard.
<b>1c&gt;</b> Advocate for a more equitable and effective allocation of resources.	Influence State – Commonwealth negotiations on natural disaster funding models.	<ul style="list-style-type: none"> <li>Secure confirmation that responsibility for fire plugs sits with water authorities, not councils</li> <li>Review the State Fire Services Levy model to ensure equitable distribution across the State</li> <li>Use multiple advocacy approaches, including Ministerial correspondence, media stories, influencing State stakeholders through positions on SCRC committees and leveraging ALGA's networks at the Federal level.</li> </ul>	MAV inclusion on State inter-departmental funding committee(s).
<b>ENVIRONMENT</b>			
<b>P1&gt;</b> Secure funding certainty.	Secure funding for roadside weeds and pest management.	<ul style="list-style-type: none"> <li>Advocacy to State Government regarding funding for roadside weeds and pest management.</li> </ul>	Funding secured.
<b>P3&gt;</b> Explore new funding streams and savings opportunities.	Achieve access to Landfill Levy revenue to fund decommissioning and establishment of landfill sites, and climate change mitigation.	<ul style="list-style-type: none"> <li>Review the Waste Levy impacts on local government.</li> <li>Advocacy to State Government (including the Opposition) regarding access to Landfill Levy revenue.</li> </ul>	Impacts assessed. Access to levy funds achieved.
<b>1d&gt;</b> Advocate local government interests in State environment-related reviews and reforms, including climate change mitigation policy and actions.	The sector's position in response to State reviews and reform initiatives is clearly articulated.	<ul style="list-style-type: none"> <li>In consultation with the sector, develop and advance our position in relation to the various reviews and reforms underway via written submissions, participation in reference and advisory groups, meetings with relevant departments and ministers.</li> <li>Encourage the development of State Climate Change Policy and associated investment in coastal adaptation, mitigation and coastal infrastructure maintenance.</li> </ul>	Number of written submissions, extent of input from members and substantive meetings with State.
<b>TECHNOLOGY &amp; DIGITAL</b>			
<b>1e&gt;</b> Explore new funding streams and savings opportunities.	Inefficiency reduced through digital transformation initiatives.	<ul style="list-style-type: none"> <li>Support, promote and facilitate evidence-based business transformation initiatives.</li> </ul>	Achieved? (Y/N)
<b>1f&gt;</b> Improve ICT procurement practices. Develop and support shared services.	<p>Participation in collaborative ICT procurement is increased.</p> <p>Shared services plans and opportunities are increased.</p>	<ul style="list-style-type: none"> <li>Identify and develop high value ICT procurement opportunities.</li> <li>Encourage participation in collaborative ICT procurement opportunities.</li> <li>Develop, support and promote shared service opportunities.</li> </ul>	<p>Number of councils participating in collaborative ICT contracts.</p> <p>Number of shared services opportunities delivered or progressed.</p>

OBJECTIVE 1: HELP COUNCILS ACHIEVE FINANCIAL SUSTAINABILITY (CONTINUED)

	ACTIVITY	TARGET	METHOD	MEASURE
<b>GOVERNANCE, ECONOMICS &amp; FINANCE</b>				
P1>	Secure funding certainty.	FAGs indexation is reintroduced in 2017.	<ul style="list-style-type: none"> <li>Advocate through the ALGA to ensure FAGs indexation is reintroduced in 2017</li> </ul>	Achieved? (Y/N)
P2>	Reduce red tape reporting costs.	<p>State Govt reporting costs on local govt is quantified.</p> <p>20% reduction in State Govt reporting costs by mid-2018.</p> <p>Rate cap exemption process is streamlined.</p>	<ul style="list-style-type: none"> <li>Undertake comprehensive review of cost of State Government reporting to councils.</li> <li>Develop and implement advocacy campaign informed by review data.</li> <li>Advocacy to the State Government (including the Opposition) to streamline the rate-cap exemption.</li> </ul>	<p>Achieved? (Y/N)</p> <p>Achieved? (Y/N)</p> <p>Achieved? (Y/N)</p>
P3>	Explore new funding streams and savings opportunities.	New funding options, palatable to councils are identified.	<ul style="list-style-type: none"> <li>Review in partnership with ALGA and test with members.</li> </ul>	Achieved? (Y/N)
<b>PUBLIC HEALTH &amp; SAFETY</b>				
1g>	<p>Advocate for investment in local government to prevent and address public health and safety issues.</p> <p>Advocate for investment in local government leadership to prevent family violence and violence against women and children.</p>	<p>Continued support from the State Government for funding for the tobacco control service agreements.</p> <p>State Government continue to support community safety initiatives.</p> <p>State Government recognises local government as a key setting for prevention activity.</p>	<ul style="list-style-type: none"> <li>Maintain constructive relationship with the Tobacco Unit of the Department of Health and Human Services.</li> <li>Administer the service agreements accountably and efficiently.</li> <li>Participation in assessment processes for funding initiatives.</li> <li>Advocate for funding of local government to develop and deliver activities to prevent family violence and violence against women and children.</li> </ul>	<p>Tobacco activity service agreements are operating and any issues raised by DHHS or councils are attended to.</p> <p>Councils funded through community crime prevention initiatives.</p> <p>Councils funded through preventing family violence initiatives.</p>
<b>TRANSPORT &amp; INFRASTRUCTURE</b>				
P1>	Secure funding certainty.	Reinstatement of funding for country roads and bridges.	<ul style="list-style-type: none"> <li>Advocacy to Commonwealth and State Governments (including Opposition).</li> </ul>	Achieved? (Y/N)
P3>	Explore new funding streams and savings opportunities.	School crossings funding model is reformed.	<ul style="list-style-type: none"> <li>Advocacy to State Government to reform school crossings funding.</li> </ul>	Achieved? (Y/N)
1h>	Support shared services (including freight transport planning); and advocate at State and Federal levels to address infrastructure renewal funding gap issues.	<p>Double Roads to Recovery funding.</p> <p>Infrastructure renewal funding gap issues are progressed.</p>	<p>Work with councils to develop sector positions on:</p> <ul style="list-style-type: none"> <li>Transport Network Pricing</li> <li>Safety around schools review</li> <li>Freight plans and priorities</li> <li>Rail infrastructure priorities, including support for Metro Rail and its integration with existing public transport network.</li> <li>Road safety initiatives and funding.</li> </ul>	<p>Percentage of councils participating in regional freight plans and priorities.</p> <p>Roads to Recovery funding increases.</p>

OBJECTIVE 1: HELP COUNCILS ACHIEVE FINANCIAL SUSTAINABILITY (CONTINUED)

ACTIVITY	TARGET	METHOD	MEASURE
<b>PROCUREMENT</b>			
<b>P3&gt;</b> Explore new funding streams and savings opportunities.	Council savings achieved through aggregation.	<ul style="list-style-type: none"> <li>Identify and facilitate aggregated procurement opportunities to generate savings for councils.</li> </ul>	Achieved? (Y/N)
<b>1i&gt;</b> Drive council savings through aggregated procurement; and actively promote aggregated procurement opportunities.	<p>Continue to deliver high quality and relevant contracts to councils.</p> <p>Increased council awareness of aggregated procurement opportunities.</p>	<ul style="list-style-type: none"> <li>Conduct sector-wide tenders including (but not limited to):                             <ul style="list-style-type: none"> <li>Fuel &amp; Lubricants</li> <li>Electricity</li> <li>Library Management System</li> <li>Library Materials</li> <li>Local Government Funding Vehicle</li> <li>Waste Management Services</li> <li>General Hardware</li> <li>Civil Construction and Road Maintenance.</li> </ul> </li> </ul>	Council utilisation of contracts, cost and process savings (where measurable).
<b>EVENTS &amp; TRAINING</b>			
<b>1j&gt;</b> Ensure financial sustainability for councils is discussed in key MAV events and training programs.	<p>Councils better understand financial sustainability challenges and potential solutions.</p> <p>Training and professional development pathway opportunities are available.</p>	<ul style="list-style-type: none"> <li>Ensure event program content and exhibition participants assist councils to address capacity, capability and credibility challenges.</li> <li>Work with facilitators/sector experts to ensure relevant content for training workshops/sessions.</li> <li>Improve the capacity and capability of councillors and mayors to achieve financial sustainability for their councils.</li> </ul>	<p>Event survey outcomes.</p> <p>Participation in MAV events and training initiatives.</p> <p>Councillor participation in training and development events.</p>
<b>INSURANCE</b>			
<b>P3&gt;</b> Explore new funding streams and savings opportunities.	Council savings achieved through aggregation.	<ul style="list-style-type: none"> <li>Implement the WorkCover Self-Insurance Scheme to generate savings for councils.</li> </ul>	Achieved? (Y/N)
<b>1k&gt;</b> Provide not-for-profit, high-value, low cost insurance schemes for members.	Continue to deliver high quality and relevant insurance schemes for councils.	<ul style="list-style-type: none"> <li>Place a comprehensive reinsurance program at optimum limits.</li> </ul>	Number of Liability Mutual, Commercial Crime and LGE Health insurance scheme members.
<b>COMMUNICATIONS &amp; MEDIA</b>			
<b>1l&gt;</b> Facilitate and coordinate communications and media to support this objective. Support advocacy activities with evidence-based reports, resources and campaigns.			
<b>CORPORATE SERVICES</b>			
<b>1m&gt;</b> Manage MAV human resources, policy compliance, hosted meetings and administration services to support this objective.			

Priorities are highlighted in bold

## OBJECTIVE 2:

# IMPROVE THE REPUTATION OF LOCAL GOVERNMENT

ACTIVITY	TARGET	METHOD	MEASURE
<b>COMMUNITY SERVICES</b>			
<b>P4&gt;</b> Raise the profile and influence of local government.	<b>Influence is increased with State and Commonwealth Governments.</b>	<ul style="list-style-type: none"> <li>Initiate policy and legislative changes to Commonwealth and State Governments.</li> </ul>	<b>Engagement &amp; response rates.</b>
<b>2a&gt;</b> Increase profile of universal services and community and stakeholder awareness of services provided by councils. Continue to promote councils' civic leadership role.	Community and stakeholder awareness of services has increased. Local Government leads community in promoting / addressing social issues.	<ul style="list-style-type: none"> <li>Collect, share and promote council service case studies.</li> <li>Strengthen councils' kindergarten central enrolment capacity to support families across the State.</li> <li>Collaborate with the State to feature local government universal early childhood services in the Education State Plan.</li> <li>Work with the State to identify and value LG investment across arts and culture assets and activities, and promote to community.</li> <li>Promote advocacy campaign with councils in regard to gambling legislation reform and community safety initiatives.</li> <li>Promote age friendly communities concept and increase profile of LG activities.</li> <li>Promote promising practice local government is undertaking to prevent violence against women and to promote gender equality via the MAV website.</li> <li>Support councils' advocacy efforts to increase the supply of social and more affordable housing.</li> </ul>	<p>Improved kindergarten central enrolment policies and processes promote equity of access.</p> <p>Education State Plan includes LG universal services.</p> <p>Number of written submissions, extent of input from members.</p> <p>Increase in number of councils signed up to Age Friendly Declaration.</p> <p>Web visits analysis.</p>
<b>EMERGENCY MANAGEMENT</b>			
<b>P4&gt;</b> Raise the profile and influence of local government.	<b>Influence is increased with State and Commonwealth Governments.</b>	<ul style="list-style-type: none"> <li>Initiate policy and legislative changes to Commonwealth and State Governments.</li> </ul>	<b>Engagement &amp; response rates.</b>
<b>2b&gt;</b> Work with councils and the State on an agreed role for local government aligning with capability and capacity.	An agreed role statement for local government in emergency management.	<ul style="list-style-type: none"> <li>Work closely with LGV and provide input to their local government capability and capacity project.</li> <li>Utilise seat on the projects working group to influence the project and other stakeholders.</li> <li>Work with councils to disseminate State emergency management information.</li> </ul>	An agreed role statement is developed and communicated throughout the emergency management sector and the community.

OBJECTIVE 2: IMPROVE THE REPUTATION OF LOCAL GOVERNMENT (CONTINUED)

ACTIVITY	TARGET	METHOD	MEASURE
<b>ENVIRONMENT</b>			
<b>2c&gt;</b> Increase awareness of environmental services provided by councils.	Better community understanding of environmental services provided by councils.	<ul style="list-style-type: none"> <li>Support council initiatives that promote local government environmental issues and services including management of roadside weeds and pests, landfills, renewable energy and energy efficiency initiatives, marine and coastal management, biodiversity, climate change adaptation, water management, and waste and resource recovery.</li> <li>Support investigation into collaborative renewable energy initiatives.</li> </ul>	<p>Awareness of council services survey outcomes.</p> <p>Facilitation of council collaborations on environmental issues.</p>
<b>GOVERNANCE, ECONOMIC &amp; FINANCE</b>			
<b>P4&gt;</b> Raise the profile and influence of local government.	<p>Influence is increased with State and Commonwealth Governments.</p> <p>Communities better understand issues affecting financial sustainability of LG</p>	<ul style="list-style-type: none"> <li>Initiate policy and legislative changes to Commonwealth and State Governments.</li> <li>Monitor and communicate the impact of rate capping on council services.</li> </ul>	<p>Engagement &amp; response rates.</p> <p>Social media &amp; web analytics.</p>
<b>P5&gt;</b> Influence the LG Act and MAV Act reviews.	A more contemporary LG Act with increased council autonomy and a contemporary MAV Act that expands and clarifies the objects, functions and powers of the MAV.	<ul style="list-style-type: none"> <li>Make submissions and advocate to government on the form, content and draft legislation of the Acts.</li> </ul>	Achieved? (Y/N)
<b>P6&gt;</b> Review and amend the MAV Rules.	The performance and potential of the MAV (including State Council) is maximised.	<ul style="list-style-type: none"> <li>Undertake a comprehensive review of the governance structure of the MAV, including the role of State Council and MAV committees.</li> </ul>	Achieved? (Y/N)
<b>2d&gt;</b> Continue to improve standards of MAV governance and organisational performance.	Better practice is achieved in MAV governance, performance and management.	<ul style="list-style-type: none"> <li>Further review policies and management practices to ensure better practice is achieved in board governance and organisational performance.</li> </ul>	<p>Achieved? (Y/N)</p> <p>Number of reviews of policies undertaken and number of new policies developed.</p>

OBJECTIVE 2: IMPROVE THE REPUTATION OF LOCAL GOVERNMENT (CONTINUED)

ACTIVITY	TARGET	METHOD	MEASURE
<b>PUBLIC HEALTH &amp; SAFETY</b>			
<b>P4&gt;</b> Raise the profile and influence of local government.	Influence is increased with State and Commonwealth Governments.	<ul style="list-style-type: none"> <li>Initiate policy and legislative changes to Commonwealth and State Governments.</li> </ul>	Engagement & response rates.
<b>2e&gt;</b> Increase community awareness of local government public health and safety services.	Communities are aware of public health and safety issues and activities.	<ul style="list-style-type: none"> <li>Advocating on councils' behalf about the implementation of the new outdoor dining smoking laws due to commence in 2017.</li> <li>Advocate councils' priorities identified in municipal health and wellbeing plans to other levels of government e.g. harm from gambling.</li> <li>Promote councils' preventing violence against women and gender equality strategies.</li> </ul>	<p>Resources and advice are available to councils.</p> <p>Councils evaluations published.</p> <p>Council plans and strategies are published on the MAV website.</p>
<b>TRANSPORT &amp; INFRASTRUCTURE</b>			
<b>P4&gt;</b> Raise the profile and influence of local government.	Influence is increased with State and Commonwealth Governments.	<ul style="list-style-type: none"> <li>Initiate policy and legislative changes to Commonwealth and State Governments.</li> </ul>	Engagement & response rates.
<b>2f&gt;</b> Strengthen advocacy role to increase influence on transport-related policies and programs.	Influence is increased.	<ul style="list-style-type: none"> <li>Work to raise the profile of the MAV to increase our influence on transport-related policies and programs.</li> </ul>	Member survey outcomes.
<b>TECHNOLOGY &amp; DIGITAL</b>			
<b>P4&gt;</b> Raise the profile and influence of local government.	Influence is increased with State and Commonwealth Governments.	<ul style="list-style-type: none"> <li>Initiate policy and legislative changes to Commonwealth and State Governments.</li> </ul>	Engagement & response rates.
<b>2g&gt;</b> Develop and support collaborative technical solutions for customer-facing service delivery.  Facilitate community input to deliver co-designed solutions.	Customer satisfaction rates are improved.	<ul style="list-style-type: none"> <li>Collect and share learning and expertise from leading councils and stakeholders.</li> <li>Develop a whole of sector roadmap for digital transformation.</li> </ul>	<p>Number of councils engaged in digital transformation planning.</p> <p>Available resources.</p>
<b>PROCUREMENT</b>			
<b>2h&gt;</b> Improve council procurement processes and supplier engagement through procurement training and professional development.	Delivery of procurement and contract management training to councils.	<ul style="list-style-type: none"> <li>Ongoing delivery of procurement and contract management training, including the rollout and ongoing development of eLearning modules.</li> <li>Development of a standard suite of tender documents for councils will simplify the engagement process for councils and reduce costs.</li> </ul>	<p>Participation rates and qualitative assessment of participants (i.e. conduct surveys).</p> <p>Assessment of eLearning uptake and outcomes.</p> <p>Take up of standard documents.</p>

OBJECTIVE 2: IMPROVE THE REPUTATION OF LOCAL GOVERNMENT (CONTINUED)

ACTIVITY	TARGET	METHOD	MEASURE
<b>EVENTS &amp; TRAINING</b>			
<b>P4&gt;</b> Raise the profile and influence of local government.	Community understanding of the breadth and value of council services has increased.	<ul style="list-style-type: none"> <li>Support initiatives that raise awareness of councils' role, services and performance.</li> </ul>	Social media & web analytics.
<b>2i&gt;</b> Ensure prospective and new Councillors are aware of the roles and responsibilities of local government.	Public perception of councillor capability improves.	<ul style="list-style-type: none"> <li>Conduct a range of training and events to increase the capability and capacity of councillors and mayors, including a Councillor Development Weekend, councillor induction program, councillor fundamentals and other training programs.</li> </ul>	Measure participation in events and seek qualitative feedback from participants via surveys.
<b>INSURANCE</b>			
<b>2j&gt;</b> Help members to reduce liability risks for employees and communities.	<p>Reduce number of claims per member revenue.</p> <p>Increase member participation in risk management training programs.</p>	<ul style="list-style-type: none"> <li>Deliver a comprehensive risk management program.</li> </ul>	<p>Number of claims per member revenue.</p> <p>Member participation in risk management training programs.</p>
<b>COMMUNICATIONS &amp; MEDIA</b>			
<b>P4&gt;</b> Raise the profile and influence of local government.	<p>Influence is increased with State and Commonwealth Governments.</p> <p>Community understanding of the breadth and value of council services has increased.</p> <p>More resources are available to help councils meet community expectations.</p>	<ul style="list-style-type: none"> <li>Initiate policy and legislative changes to Commonwealth and State Governments.</li> <li>Support initiatives that raise awareness of councils' role, services and performance.</li> <li>Undertake perception of LG research and develop a member engagement strategy that includes a focus on improving the reputation of the sector.</li> </ul>	<p>Engagement &amp; response rates.</p> <p>Social media &amp; web analytics.</p> <p>Number of resources available to councils.</p>
<b>2k&gt;</b> Develop and deliver resources to help councils manage community expectations.	Communications resources and initiatives are leveraged by councils to help manage community expectations.	<ul style="list-style-type: none"> <li>Improve presence of Victorian councils through social media, including National Twitter Day campaign, and other digital channels.</li> <li>Work with media stakeholders to identify positive local government story opportunities.</li> <li>Review and restructure the MAV website.</li> <li>MCH Centenary celebration initiatives.</li> </ul>	<p>Social media analytics.</p> <p>Member use of resource materials.</p> <p>Member satisfaction survey outcomes.</p>

Priorities are highlighted in bold

OBJECTIVE 3:

# INCREASE PRODUCTIVITY AND EFFICIENCY

ACTIVITY	TARGET	METHOD	MEASURE
<b>COMMUNITY SERVICES</b>			
<b>P9&gt;</b> Address local government capacity, capability and credibility challenges.	Councils leverage information, experiences, business processes and innovation initiatives of other councils, advisory groups, all levels of government, the education sector and the private sector.	<ul style="list-style-type: none"> <li>• Host forums, conferences, workshops and training courses to improve knowledge and skills development of councillors and council officers.</li> <li>• Develop digital solutions for sharing of information, experience and innovation initiatives.</li> <li>• Encourage use of common data standards and business processes.</li> </ul>	<p>Stakeholders participating in MAV events and programs.</p> <p>Survey outcomes.</p> <p>Use of common standards and practices.</p>
<b>3a&gt;</b> Build on intergovernmental partnerships to support councils innovation and ongoing investment in community priorities.  Develop and support program, process and infrastructure improvements.	<p>Local Government supported to plan, coordinate and deliver services for older people, people with disabilities and families.</p> <p>Improved coordination between universal/secondary and tertiary services for vulnerable families.</p>	<ul style="list-style-type: none"> <li>• Facilitate Trilateral Community Care Officials Group with Commonwealth &amp; State to support effective outcomes from Aged and Disability reforms.</li> <li>• Lead the revision of the Maternal &amp; Child Health (MCH) guidelines, and develop guidance on records keeping / risk management.</li> <li>• Councils actively contribute to the design of the child protection / family violence prevention strategy &amp; response, including the design of Support and Safety Hubs / Networks.</li> <li>• Advocate for the MCH CDIS platform's place as foundational to Family Violence Royal Commission reforms on information sharing.</li> <li>• Support the implementation of the Creative State as outlined in the MoU with the MAV.</li> </ul>	<p>Improved collective outcomes negotiated in comparison to individual councils dealing one by one with governments.</p> <p>LG input reflected in the Victorian Prevention Strategy, the design of Safety Hubs, information sharing reforms &amp; MCH review.</p> <p>Creative State strategies and activities promoted with LG.</p>
<b>ENVIRONMENT</b>			
<b>3b&gt;</b> Build council capacity and collaboration through information and best practice sharing.	Councils accessing and contributing to MAV events and online resources in order to gather and share information and learnings.	<ul style="list-style-type: none"> <li>• Publish monthly MAV Environment bulletin.</li> <li>• Restructure and improve content of MAV website environment pages.</li> <li>• Convene forums for councils to share information and showcase best practice.</li> </ul>	<p>MAV Bulletin subscription base.</p> <p>Web page analysis.</p> <p>Number of delegates at forums survey outcomes.</p>
<b>GOVERNANCE, ECONOMICS &amp; FINANCE</b>			
<b>3c&gt;</b> Support the standardisation of policies and governance frameworks, where practicable.	Increased standardisation and improved capacity and capability.	<ul style="list-style-type: none"> <li>• Work with LGV and the sector to develop guidelines/templates for policies and governance frameworks, where practicable.</li> <li>• Engage with all new councillors and mayors and encourage them to participate in MAV training and events to improve their capability and capacity.</li> </ul>	<p>Number of guidelines/template developed.</p> <p>Rate of engagement with councillors and mayors.</p>

OBJECTIVE 3: INCREASE PRODUCTIVITY AND EFFICIENCY (CONTINUED)

ACTIVITY	TARGET	METHOD	MEASURE
<b>PLANNING &amp; BUILDING</b>			
<b>3d&gt;</b> Support councils to improve services.	Develop a business case for future improvement projects.	<ul style="list-style-type: none"> <li>Establish a task force(s) to inform the development of future improvement programs.</li> </ul>	<p>Development of business case.</p> <p>Council participation levels.</p>
<b>PUBLIC HEALTH &amp; SAFETY</b>			
<b>3e&gt;</b> Improve health and safety service delivery processes.	Local government's contribution to the food safety regulatory system is recognised.	<ul style="list-style-type: none"> <li>MAV participation on the Victorian Food Regulators Forum and maintain dialogue with councils over reform proposals.</li> </ul>	<p>MAV has attended meetings and liaised with councils on food safety matters.</p>
<b>TECHNOLOGY &amp; DIGITAL</b>			
<b>P8&gt;</b> Encourage and facilitate sharing of services, technology and business processes.	Implementation of a sector-led business solution that enables more efficient and effective collaboration, cooperation and innovation through shared technology and processes.	<ul style="list-style-type: none"> <li>Deliver Victorian Local Government Enablement Platform proof-of-concept.</li> <li>Develop production, governance and resourcing model for Local Government Digital Transformation Centre.</li> <li>Showcase share services opportunities.</li> </ul>	<p>Achieved? (Y/N)</p> <p>Achieved? (Y/N)</p> <p>Achieved? (Y/N)</p>
<b>P9&gt;</b> Address local government capacity, capability and credibility challenges.	Councils leverage information, experiences, business processes and innovation initiatives of other councils, advisory groups, all levels of government, the education sector and the private sector.	<ul style="list-style-type: none"> <li>Develop digital solutions for sharing of information, experience and innovation initiatives.</li> <li>Host forums, conferences, workshops and training courses to improve knowledge and skills development of councillors and council officers.</li> <li>Encourage use of common data standards and business processes.</li> </ul>	<p>Stakeholders participating in MAV events and programs.</p> <p>Survey outcomes.</p> <p>Use of common standards and practices.</p>
<b>3f&gt;</b> Standardise, simplify and share ICT systems and processes.  Develop and support business solutions enabled by digital.	ICT and digital capability is improved.	<ul style="list-style-type: none"> <li>Produce research and best practice guidelines to increase ICT knowledge and development of new skills.</li> </ul>	<p>Number of councils engaged in initiatives to standardise systems and processes.</p> <p>Number of councils engaged in ICT skills development initiatives.</p> <p>Councils participating in events and programs.</p> <p>Survey outcomes.</p>

OBJECTIVE 3: INCREASE PRODUCTIVITY AND EFFICIENCY (CONTINUED)

ACTIVITY	TARGET	METHOD	MEASURE
<b>TRANSPORT &amp; INFRASTRUCTURE</b>			
<b>3g&gt;</b> Support councils to improve transport and infrastructure services, including advocacy to support the development of rail infrastructure and services.  Advocate for sustainable community transport services in rural areas.	All councils reach STEP "core" status.  Local and regional community transport services attract State funding investment.	<ul style="list-style-type: none"> <li>Work with councils to develop sector positions on: <ul style="list-style-type: none"> <li>Infrastructure Victoria 30 year strategy</li> <li>School Crossing Program reform</li> <li>Transport Network Pricing</li> <li>Parliamentary Enquiry into VicRoads' Management of Country Roads.</li> </ul> </li> <li>Promote STEP program to remaining councils.</li> <li>Advocate for the development of a community transport policy and investment program by the State, particularly in rural areas.</li> <li>Continue to support and advocate for the road/rail interchange upgrades.</li> </ul>	<p>Number of interactions and participation in State Government working groups.</p> <p>Percentage of councils that have attained STEP "core" status.</p> <p>Number of interactions with State Government.</p>
<b>PROCUREMENT</b>			
<b>P7&gt;</b> Improve procurement practices and outcomes.	Data analysis drives efficiencies, savings and compliance as well as local and regional economic development and collaboration outcomes including shared services.	<ul style="list-style-type: none"> <li>Ongoing delivery of the LEAP procurement development program, including participation from additional councils.</li> <li>LEAP provides data to councils and regions through online 'Dashboards' that can be interrogated at individual council and regional levels. The data enables analysis that assists in driving efficiencies, savings and compliance as well as local and regional economic development and collaboration outcomes including shared services.</li> </ul>	<p>Participation in the LEAP program and tracking of council and regional benefits.</p>
<b>P8&gt;</b> Encourage and facilitate sharing of services, technology and business processes.	Implementation of a sector-led business solution that enables more efficient and effective collaboration, cooperation and innovation through shared technology and processes.	<ul style="list-style-type: none"> <li>Deliver Victorian Local Government Enablement Platform proof-of-concept.</li> <li>Develop production, governance and resourcing model for Local Government Digital Transformation Centre.</li> <li>Showcase share services opportunities.</li> </ul>	<p>Achieved? (Y/N)</p> <p>Achieved? (Y/N)</p> <p>Achieved? (Y/N)</p>
<b>P9&gt;</b> Address local government capacity, capability and credibility challenges.	Councils leverage information, experiences, business processes and innovation initiatives of other councils, advisory groups, all levels of government, the education sector and the private sector.	<ul style="list-style-type: none"> <li>Develop digital solutions for sharing of information, experience and innovation initiatives.</li> <li>Host forums, conferences, workshops and training courses to improve knowledge and skills development of councillors and council officers.</li> <li>Encourage use of common data standards and business processes.</li> </ul>	<p>Stakeholders participating in MAV events and programs.</p> <p>Survey outcomes.</p> <p>Use of common standards and practices.</p>

OBJECTIVE 3: INCREASE PRODUCTIVITY AND EFFICIENCY (CONTINUED)

ACTIVITY	TARGET	METHOD	MEASURE
<b>EVENTS &amp; TRAINING</b>			
<b>P9&gt;</b> Address local government capacity, capability and credibility challenges.	Councils leverage information, experiences, business processes and innovation initiatives of other councils, advisory groups, all levels of government, the education sector and the private sector.	<ul style="list-style-type: none"> <li>Host forums, conferences, workshops and training courses to improve knowledge and skills development of councillors and council officers.</li> </ul>	<p>Stakeholders participating in MAV events and programs.</p> <p>Survey outcomes.</p>
<b>3h&gt;</b> Provide training and events for councillors and council officers that address capability, capacity and credibility challenges in local government.	Councils are informed of and inspired to act upon productivity and efficiency challenges and solutions.	<ul style="list-style-type: none"> <li>Provide training and events to increase the capability and capacity of new and returning councillors.</li> <li>Provide training and events to increase the capability and capacity of new and returning mayors.</li> </ul>	<p>Number of mayors and councillors participating in MAV training and events</p> <p>Member and delegate survey outcomes.</p>
<b>INSURANCE</b>			
<b>3i&gt;</b> Provide seamless and comprehensive insurance services for local government.	Member efficiency and productivity gains are realised.	<ul style="list-style-type: none"> <li>Provide liability cover, claims and risk management and legal advice.</li> </ul>	<p>Efficiency and productivity benefits as determined by member survey.</p>
<b>COMMUNICATIONS &amp; MEDIA</b>			
<b>P9&gt;</b> Address local government capacity, capability and credibility challenges.	Councils leverage information, experiences, business processes and innovation initiatives of other councils, advisory groups, all levels of government, the education sector and the private sector.	<ul style="list-style-type: none"> <li>Develop digital solutions for sharing of information, experience and innovation initiatives.</li> </ul>	<p>Stakeholders participating in MAV events and programs.</p> <p>Survey outcomes.</p>
<b>3j&gt;</b> Support and share resources with councils, offer communications training opportunities, and positively profile MAV and council case studies.  Progressive improvements to be made to MAV communications channels, informed by results of member surveys and user analytics.	Councils leverage information, experiences, business processes and innovation initiatives of other stakeholders.	<ul style="list-style-type: none"> <li>Trial of MAV member services six-monthly tailored reports.</li> <li>Implementation of Patchwork communications plan.</li> <li>Bulletin analytics and communications survey results. to inform format and design improvements to MAV communications channels.</li> <li>New MAV website design.</li> </ul>	<p>Members' use of resources.</p> <p>Member feedback through survey outcomes.</p>

Priorities are highlighted in bold

## OBJECTIVE 4:

# INCREASE INNOVATION AND COLLABORATION

ACTIVITY	TARGET	METHOD	MEASURE
<b>COMMUNITY SERVICES</b>			
<b>4a&gt;</b> Support councils to maintain a leadership role.	Levels of State and Commonwealth consultation with local government are maintained or increased. Councils community leadership role strengthened.	<ul style="list-style-type: none"> <li>Support the implementation of 10 year Early Years Compact with DHHS &amp; DET and MAV on behalf of councils.</li> <li>Support and promote council leadership in diversity and social cohesion initiatives and programs.</li> <li>Promote councils innovation in preventing violence against women activities and increasing gender equality.</li> <li>Strengthen councils' capacity to implement, integrate and leverage sustainable arts and culture programs.</li> <li>Increase collaboration between councils and Aboriginal Community Controlled Organisations (ACCOs).</li> <li>Advocate for State support to councils for 'Patchwork' and 'Casserole' programs.</li> <li>Build on Age Friendly Partnership with the State and development of local government positive ageing initiatives.</li> <li>Support councils in developing their four-year Municipal Public Health &amp; Wellbeing Plans and influence into the State Plan priorities.</li> <li>Support gender equity / Preventing Violence Against Women initiatives.</li> </ul>	<p>Increase in local government representation and influence in targeted areas.</p> <p>Councils share their innovation and progress through MAV survey.</p> <p>MAV / VACCHO protocol signed off on behalf of councils and ACCOs.</p>
<b>ENVIRONMENT</b>			
<b>4b&gt;</b> Encourage and promote council initiatives to address climate change.	Councils are working together to address climate change impacts.	<ul style="list-style-type: none"> <li>Hold events and host networks to encourage collaboration on environmental issues.</li> <li>Support collaboration to improve the environmental impacts of councils.</li> <li>Support collaboration in addressing climate change.</li> </ul>	<p>Participation in collaborative networks and events.</p>
<b>EVENTS &amp; TRAINING</b>			
<b>4c&gt;</b> Work with councils to identify and implement preferred future directions for the sector.	Innovation and collaboration is encouraged.	<ul style="list-style-type: none"> <li>Deliver events and training opportunities that encourage whole-of-government collaboration and builds partnerships with other local government associations and stakeholders.</li> <li>Deliver events and training opportunities that encourage and promote better engagement with the private sector.</li> <li>Deliver events and training opportunities address local government capacity, capability and credibility challenges.</li> <li>Deliver events and training opportunities that challenge entrenched business practices and cultures in local government.</li> </ul>	<p>Participation in MAV events and training.</p> <p>Partnerships, collaborations and projects supported by MAV events.</p> <p>Event and training effectiveness via participant surveys.</p>

OBJECTIVE 4: INCREASE COLLABORATION AND INNOVATION (CONTINUED)

ACTIVITY	TARGET	METHOD	MEASURE
<b>GOVERNANCE, ECONOMIC &amp; FINANCE</b>			
<b>P10&gt;</b> Drive business transformation.	Data quality, standards, management and analysis capability is increased.	<ul style="list-style-type: none"> <li>Encourage and support initiatives that help councils make better use of data to inform business decisions and influence funding submissions.</li> </ul>	Number of collaborative data initiatives.
<b>P12&gt;</b> Enable innovation partnerships.	Local government knowledge, capability and capacity is increased through effective partnerships with government, business, education and civic stakeholders.	<ul style="list-style-type: none"> <li>Address legislative and regulatory barriers to innovation initiatives.</li> </ul>	Barriers removed.
<b>4d&gt;</b> Develop and implement annual collaboration plans with LGV.	Collaborate with LGV to improve support to the sector.	<ul style="list-style-type: none"> <li>Identify sector priorities for inclusion in the joint collaboration plan with LGV.</li> </ul>	Development and implementation of an annual collaboration plan.
<b>INSURANCE</b>			
<b>4e&gt;</b> Develop and support insurance shared services opportunities.	Increase in best practice.	<ul style="list-style-type: none"> <li>Deliver innovative claims-reduction programs.</li> </ul>	Member participation in best practice programs. Claims-reduction.
<b>PLANNING &amp; BUILDING</b>			
<b>P10&gt;</b> Drive business transformation.	Data quality, standards, management and analysis capability is increased.	<ul style="list-style-type: none"> <li>Encourage and support initiatives that help councils make better use of data to inform business decisions and influence funding submissions.</li> </ul>	Number of collaborative data initiatives.
<b>4f&gt;</b> Build capacity through sharing innovation and best practice.	Increase participation and engagement in events.	<ul style="list-style-type: none"> <li>Increase participation and engagement in events.</li> </ul>	Number of delegates and conference event evaluation survey.
<b>PUBLIC HEALTH &amp; SAFETY</b>			
<b>4g&gt;</b> Facilitate and support innovation that improves collaboration.	Increased participation in Streatrader program. Strategic stakeholder partnerships established or strengthened.	<ul style="list-style-type: none"> <li>Improve the Streatrader registration system.</li> <li>Strengthen partnerships between councils and key stakeholders in health &amp; safety.</li> </ul>	Number of registrations. Number and influence of partnerships.
<b>COMMUNICATIONS &amp; MEDIA</b>			
<b>4h&gt;</b> Improve accountability and transparency to our members.  Improve digital presence of MAV to showcase positive sector stories.	Member satisfaction levels have increased.	<ul style="list-style-type: none"> <li>Improve planning and reporting frameworks, processes and documentation.</li> <li>Provide new opportunities and platforms to showcase sector innovation.</li> <li>Redevelop MAV website to better profile and showcase Victorian local government innovation.</li> </ul>	Survey outcomes. Pilot of biannual tailored member services reports. Member use of resources.

OBJECTIVE 4: INCREASE COLLABORATION AND INNOVATION (CONTINUED)

ACTIVITY	TARGET	METHOD	MEASURE
<b>TECHNOLOGY &amp; DIGITAL</b>			
<b>P10&gt;</b> Drive business transformation.	Facilitate opportunities to improve business processes by providing data and training, and by removing roadblocks. Councils are establishing more efficient and consistent business process. Data quality, standards, management and analysis capability is increased.	<ul style="list-style-type: none"> <li>Best practice guidelines.</li> <li>Implement the recommendations of the Local Government Digital Transformation Task Force.</li> <li>Encourage and support initiatives that help councils make better use of data to inform business decisions and influence funding submissions.</li> </ul>	Number of improved business processes. Achieved? (Y/N) Number of collaborative data initiatives.
<b>P11&gt;</b> Address digital access and equity issues.	Councils have access to affordable, reliable ICT infrastructure. Councils better understand the challenges and opportunities of the digital era.	<ul style="list-style-type: none"> <li>Work with ALGA to influence ICT access issues including high-quality, high-speed broadband and mobile phone coverage.</li> <li>Deliver and support initiatives that improve digital maturity of councils.</li> </ul>	Councils with affordable access to critical ICT infrastructure. Digital maturity survey outcomes.
<b>TRANSPORT &amp; INFRASTRUCTURE</b>			
<b>4i&gt;</b> Build capacity through innovation and best practice.	Increase interactions with other levels of government. All councils reach STEP "core" status.	<ul style="list-style-type: none"> <li>Hold forums, workshops and conferences.</li> <li>Promote STEP program to remaining councils.</li> </ul>	Number of delegates and survey outcomes. Percentage of councils that attain STEP "core" status.
<b>PROCUREMENT</b>			
<b>P10&gt;</b> Drive business transformation.	Facilitate opportunities to improve business processes by providing data and training, and by removing roadblocks.	<ul style="list-style-type: none"> <li>LEAP Procurement program.</li> <li>Best practice guidelines.</li> <li>Implement the recommendations of the Local Government Digital Transformation Task Force.</li> </ul>	Number of improved business processes. Barriers removed.
<b>P12&gt;</b> Enable innovation partnerships.	Local government knowledge, capability and capacity is increased through effective partnerships with government, business, education and civic stakeholders.	<ul style="list-style-type: none"> <li>Strengthen and encourage partnerships between councils, and between councils and other levels of government.</li> <li>Explore opportunities for PPPs.</li> </ul>	Partnerships established. Barriers removed.
<b>4j&gt;</b> Support regional procurement and shared services opportunities.	Local government knowledge, capability and capacity is increased through effective partnerships with government, business, education and civic stakeholders.	<ul style="list-style-type: none"> <li>Conduct sector-wide and regional tenders, such as the EAGA solar savers project and major roads street lighting.</li> <li>Identify opportunities for innovative processes and projects in consultation with councils and other MAV stakeholders.</li> </ul>	Establishment of collaborative contracts including identification and delivery of regional projects.

## MEMBERSHIP BENEFITS

The Municipal Association of Victoria (MAV) is the legislated peak body for Victoria's 79 councils. Formed in 1879, we have a long and proud history of supporting councils.

### Advocacy

MAV advocacy protects the rights of councils, increases funding for provision of community services, influences policies affecting councils and provides a stronger voice to negotiate on behalf of communities.

### Services

MAV services help to improve the efficiency and productivity of councils by providing best practice policy advice, training for council staff and councillors and cost-saving collaborative procurement and insurance opportunities.

### Promotion

The MAV promotes the value and strengths of the sector to a wide range of stakeholders and provides promotional resources and networks to help councils improve community sentiment.

#### New funding



Advocacy by the MAV helps to increase funding for councils to provide community services

#### New partnerships and agreements



MAV representation provides councils with a stronger voice to negotiate on behalf of local communities

#### New efficiencies



MAV-led collaboration and innovation helps councils provide more efficient community services

#### Better understanding



Support from the MAV helps councils to improve community appreciation of local government

### OUR ROLE

The Parliament of Victoria passed the Municipal Association Act in 1907, officially recognising the MAV as the voice of local government in the state. Our role was to promote the efficient carrying out of municipal government throughout the state of Victoria and to watch over and protect the interests, rights and privileges of municipal corporations.

The MAV is an influential force, supporting a strong and strategically positioned local government sector. Today, our role is to represent and advocate the interests of local government, lobby for a 'fairer deal' for councils, raise the sector's profile, ensure its long-term security and provide policy advice, strategic advice, capacity building programs and insurance services to local government.

The MAV is a membership association, accountable to its constituent members through State Council and an elected Board. Membership of the MAV is discretionary (78 Victorian councils are current financial members), and participation in our insurance schemes, procurement program, events and other activities is voluntary.

### CAPABILITY & RESOURCES

The MAV team is comprised of fewer than 40 staff and consultants. They understand the challenges of local government and implement the strategic direction set by our members through activities including advocacy and policy development, and performance and productivity services.

Our members play a significant role in how we operate. In consultation with them, we work to set both a specific and broad

agenda in terms of local government's needs and priorities. MAV work areas are also guided by input from eight MAV Board Advisory Committees, fourteen other MAV Committees and a long list of external committees. MAV staff coordinate and disseminate the work of these committees.

In addition to all the planned activities, MAV staff must be able to move swiftly on urgent arising issues. With such a small team of core staff members, the balancing of planned and arising activities is a constant challenge.

### AREAS OF OPERATION

MAV advocacy and capacity building services for councils include:

- Community services (incorporating maternal and child health, early years, vulnerable children, disability, active lifestyle, positive ageing, multicultural, Aboriginal, gambling, and arts and culture)
- Emergency management
- Environment
- Governance and mediation
- Planning and building
- Public health and safety
- Technology
- Transport and infrastructure;

Member services including:

- Procurement
- Debt funding
- Events and training; and

Insurance services including:

- Liability mutual
- Commercial Crime and
- LGE Health schemes, and
- MAV Workcover, worker's compensation self-insurance scheme for members (in progress).

The MAV has a strong reputation in both the state and federal arenas as a credible lobbyist with a significant track record in representing the interests of local government. Building and maintaining this reputation requires diplomacy and respect, even while campaigning passionately for our members' priority issues.

It's important to note that a significant amount of MAV staff time is spent responding to unplanned council, councillor and council officer requests for advice and support. This key function of the MAV is yet to be adequately represented in our formal reporting framework.

### CIVIC LEADERSHIP

The MAV supports councils to address current and emerging civic leadership issues such as social cohesion in diversifying communities, reconciliation with Aboriginal and Torres Strait Islanders, advancing gender equity, preventing violence against women, and planning for the anticipated impacts of digital transformation and climate change.

Activities to directly address these areas are dependent upon available resources. The MAV continually explores opportunities for new partnerships and funding to enable the delivery of programs to assist councils in their civic leadership role.

### STATE COUNCIL

State Council is our governing body. It is made up of representatives from each member council. Members appoint a representative to attend State Council meetings, exercise their council's vote and provide regular reports to their council on our activities.

The State Council's powers include:

- considering the Rules of the Association
- determining our strategic direction
- appointing the auditor.

State Council meets twice a year, or more if needed. Members can submit business to be considered by the State Council in accordance with the MAV Rules.

State Council is our members' opportunity to raise new issues as motions of business. Endorsed resolutions are addressed as directed by our Board and in accordance with their alignment to the strategic objectives, level of member support, immediacy of the issue and available resources.

Over the term of this plan, the MAV Rules will be comprehensively reviewed. The review will include examination of the role, purpose and alignment of our strategic planning process, State Council, Board Committees and other MAV advisory committees. The aim of the review is to maximise the effectiveness and influence of the MAV in supporting member councils. The review will occur during 2017. Outcomes may affect the structure and implementation of this plan.

### OUTCOMES

As presented in our most recent Annual Report (2015-16), Victoria's 79 councils contributed a total of \$2.7 million in membership subscriptions to the MAV.

Over this period, the MAV helped to unlock in excess of \$300 million in member service benefits including new funding for maternal and child health services, kindergarten infrastructure and operations, strategic land use planning, preventing violence against women, emergency resources, age-friendly projects and coastal climate change impacts.

We also negotiated new partnerships and agreements for planning fees, home and community care, social procurement and energy efficient street lighting. We facilitated improved efficiency and productivity through collaborative procurement, the roll out of the Child Development Information System (CDIS), improving asset management and procurement capability, open data publishing, professional development initiatives and the second issuance of the Local Government Funding Vehicle.

The aim of our strategic planning process is to improve on the value of these outcomes for members every year.

The MAV consistently delivers a return on investment well in excess of subscription fees for its members.

# ACKNOWLEDGMENTS

We gratefully acknowledge the contribution of the representatives from the following councils at the 2017-19 MAV Strategic Planning Consultation sessions.

## **BENDIGO**

Ballarat City  
Buloke Shire  
Campaspe Shire  
Central Goldfields Shire  
Gannawarra Shire  
Greater Bendigo City  
Hepburn Shire  
Loddon Shire  
Macedon Ranges Shire  
Maribyrnong City  
Melbourne City  
Mitchell Shire  
Mount Alexander Shire  
Port Phillip City  
Pyrenees Shire  
Whittlesea City

## **GIPPSLAND**

Bass Coast Shire  
Baw Baw Shire  
East Gippsland Shire  
Hobsons Bay City  
Latrobe City  
Maribyrnong City  
Port Phillip City  
Pyrenees Shire  
South Gippsland Shire  
Wellington Shire  
Whittlesea City

## **MELBOURNE (DAYTIME)**

Bass Coast Shire  
Bayside City  
Brimbank City  
Darebin City  
Glen Eira City  
Hobsons Bay City  
Manningham City  
Port Phillip City  
Pyrenees Shire  
Wellington Shire  
Whitehorse City  
Whittlesea City  
Wyndham City  
Yarra City  
Boroondara City

## **WARRACKNABEAL**

West Wimmera Shire  
Hindmarsh Shire  
Yarriambiack Shire  
Buloke Shire  
Swan Hill Rural City  
Horsham Rural City  
Northern Grampians Shire  
Port Phillip City  
Pyrenees Shire  
Whittlesea City  
Maribyrnong City

## **BENALLA**

Moiria Shire  
Alpine Shire  
Towong Shire  
Mansfield Shire  
Mitchell Shire  
Indigo Shire  
Benalla Rural City  
Strathbogie Shire  
Murrindindi Shire  
Wangaratta Rural City  
Greater Shepparton City

## **GEELONG**

Golden Plains Shire  
Colac Otway Shire  
Pyrenees Shire  
Greater Geelong City  
Surf Coast Shire  
Borough of Queenscliffe  
Moorabool Shire  
Hepburn Shire  
Whittlesea City  
Port Phillip City  
Maribyrnong City

## **WARRNAMBOOL**

Warrnambool City  
Corangamite Shire  
Southern Grampians Shire  
Colac Otway Shire  
Ararat Shire  
Maribyrnong City  
Pyrenees Shire  
Moyne Shire

## **MELBOURNE (EVENING)**

Maroondah City  
Banyule City  
Whitehorse City  
Whittlesea City  
Port Phillip City  
Moonee Valley City

## THANK YOU

We also acknowledge the participation of hundreds of council staff and elected officials in our other strategic planning consultation events.

Your input is fundamental to our success in helping councils to provide better outcomes for their communities.

## MAV COUNCIL REPRESENTATIVES

MAV Council Representatives at 31 March 2017 are:

Alpine Shire Council  
Cr Ron Janas

Ararat Rural City Council  
Cr Paul Hooper

Ballarat City Council  
Cr Amy Johnson

Banyule City Council  
Cr Tom Melican

Bass Coast Shire Council  
Cr Les Larke

Baw Baw Shire Council  
Cr Jessica O'Donnell

Bayside City Council  
Cr Alex del Porto

Benalla Rural City Council  
Cr Don Firth

Boroondara City Council  
No representative appointed

Brimbank City Council  
Cr Lucinda Congreve

Buloke Shire Council  
Cr David Pollard

Campaspe Shire Council  
Cr Adrian Weston

Cardinia Shire Council  
Cr Brett Owen

Casey City Council  
Cr Amanda Stapledon

Central Goldfields Shire Council  
Cr Geoff Lovett

City of Greater Bendigo Council  
Cr Rod Fyffe

Colac Otway Shire Council  
Cr Terry Woodcroft

Corangamite Shire Council  
Cr Ruth Gstrein

Darebin City Council  
Cr Susan Rennie

East Gippsland Shire Council  
Cr Richard Ellis

Gannawarra Shire Council  
Cr Jodie Basile

Glen Eira City Council  
Cr Margaret Esakoff

Glenelg Shire Council  
Cr Anita Rank

Golden Plains Shire Council  
Cr Nathan Hansford

Greater Dandenong City Council  
Cr Sean O'Reilly

Greater Geelong City Council  
Mr Peter Dorling

Greater Shepparton City Council  
Cr Dinny Adem

Hepburn Shire Council  
Cr John Cottrell

Hindmarsh Shire Council  
Cr Debra Nelson

Hobsons Bay City Council  
Cr Angela Altair

Horsham Rural City Council  
Cr Pam Clarke

Hume City Council  
Cr Joseph Hawell

Indigo Shire Council  
Cr Jenny O'Connor

Kingston City Council  
Cr David Eden

Knox City Council  
Cr Peter Lockwood

Latrobe City Council  
Cr Dale Harriman

Loddon Shire Council  
Cr Gavan Holt

Macedon Ranges Shire Council  
Cr Jennifer Anderson

Manningham City Council  
Cr Paul McLeish

Mansfield Shire Council  
Cr Paul Volkering

Maribyrnong City Council  
Cr Catherine Cumming

Maroondah City Council  
Cr Mike Symon

Melbourne City Council  
Cr Rohan Leppert

Melton City Council  
Cr Kathy Majdlik

Mildura Rural City Council  
Cr Glenn Milne

Mitchell Shire Council  
Cr Rhonda Sanderson

Moira Shire Council  
Cr Gary Cleveland

Monash City Council  
Cr Geoff Lake

Moonee Valley City Council  
Cr John Sipek

Moorabool Shire Council  
Cr Tom Sullivan

Moreland City Council  
Cr Mark Riley

Mornington Peninsula Shire Council  
Cr Hugh Fraser

Mount Alexander Shire Council  
Cr Christine Henderson

Moyne Shire Council  
Cr Jim Doukas

Murrindindi Shire Council  
Cr Charlotte Bisset

Nillumbik Shire Council  
Cr Peter Perkins

Northern Grampians Shire Council  
Cr Murray Emerson

Port Phillip City Council  
Cr Dick Gross

Pyrenees Shire  
Cr David Clark

Queenscliffe Borough Council  
Cr Tony Francis

South Gippsland Shire Council  
Cr Ray Argento

Southern Grampians Shire Council  
Cr Mary-Ann Brown

Stonnington City Council  
Cr Jami Klisaris

Strathbogie Shire Council  
Cr Amanda McClaren

Surf Coast Shire Council  
Cr Libby Coker

Swan Hill Rural City Council  
Cr Gary Norton

Towong Shire Council  
Cr Aaron Scales

Wangaratta Rural City Council  
Cr Ken Clarke

Warrambool City Council  
Cr Kylie Gaston

Wellington Shire Council  
Cr Malcolm Hole

West Wimmera Shire Council  
Cr Bruce Meyer

Whitehorse City Council  
Cr Denise Massoud

Whittlesea City Council  
Cr Mary Lalios

Wodonga City Council  
Cr Anna Speedie

Wyndham City Council  
Cr Josh Gilligan

Yarra City Council  
Cr James Searle

Yarra Ranges Shire Council  
Cr Noel Cliff

Yarriambiack Shire Council  
Cr Graeme Massey

Implementing the  
STRATEGIC WORK PLAN  
**2017-19**



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# Call to Parties

## OUR VISION FOR VICTORIA:

- > Grow the economy
- > Improve liveability
- > Support stronger communities

VICTORIAN STATE ELECTION 2018

## Working together for a better Victoria

Local government seeks to work with the Victorian Government to grow the economy, improve liveability and support stronger communities – while also securing a more sustainable future for councils.

Our communities face differing challenges. Rural Victoria requires adequate provision of essential services, and policies which facilitate greater economic diversity and increase populations. Communities in growth areas need additional services and infrastructure provided in a timely and proactive way. Metropolitan areas face liveability challenges as a result of the rapid rise in population and greater social stratification based on access to housing.

Councils are part of the solution. They service the needs of their local communities and are well placed to identify issues and opportunities to progress economically, socially and environmentally sustainable services and infrastructure for all Victorians.

This document sets out how councils can be a key partner to assist the Victorian Government to achieve seven inter-related goals for a better Victoria over the coming term of government:

1. Share Victoria's population growth
2. Transform local service delivery
3. Improve liveability
4. Support resilient and cohesive communities
5. Provide fair and equal opportunities for all
6. Maintain and improve assets for the future
7. Sustain our natural resources.

All 42 election commitments sought by local government will help to secure tangible benefits for Victorian communities across these seven core challenges facing the Victorian Government.



Three principles underpin the 42 commitments sought within this document:

### A clear vision for local government

A more coordinated approach can be achieved if State and local government work together with sound planning and partnerships that reflect both statewide policies and local needs. This requires respectful relationships including recognition of local government's role, and improved mechanisms for consultation and shared implementation.

### Delivering community outcomes

Councils are a willing partner to deliver better outcomes for Victoria's growing and ageing population, preparing for and adapting to climate change, building resilience, ensuring economic growth and social connectedness. With the right support and resourcing from the Victorian Government, some services can be delivered more effectively at a local level.

### Securing financial sustainability

Councils are progressing self-reform opportunities to ensure a financially sustainable future including collaborative procurement, shared service delivery and digital transformation. Communities will directly benefit as service efficiency improves and costs are reduced. Opportunities exist for the State to support and resource councils to keep pace with local infrastructure and service delivery needs.

## 1. Share Victoria's population growth



Victoria's population is continuing to grow at historically rapid levels. A key challenge facing governments is how to make our regions more productive and ensure an appropriate level of community services and infrastructure can efficiently meet the needs of Victorians, regardless of where they live.

A more appropriate balance must be struck between Melbourne versus non-Melbourne growth to address our metropolitan housing, congestion and liveability challenges, while also building on the strengths of our rural communities to keep them growing.

Government leadership is overdue to drive the strategic policy that will guide responses to our population challenges – overall growth, population ageing, and contracting rural communities – and ensure equitable living standards for metropolitan and rural Victorians.



## Commitments sought:

### 1. Population strategy to better manage growth and opportunities

Develop a Victorian Population Strategy 2050 to improve long-term outcomes for regions and reduce the pace of Melbourne population growth, including mechanisms to support infrastructure in rural areas, regional cities and growth areas:

- a. Partner with regional councils to identify population growth strategies and local infrastructure demand; and
- b. Provide funding for key infrastructure that will drive population to the regions (such as transport, telecommunications, water and sewerage connections), including a small town sewerage partnership program for councils to implement innovations such as recycled water use for public facilities and creation of wetlands to enhance urban amenity.

### 2. Provide services where communities need them

Develop a strategic plan to ensure provision of adequate health and community services and infrastructure required by people living in interface / growth areas and rural Victoria, including decentralisation of State services where appropriate.



## 2. Transform local service delivery



We are operating in a changing world. Emerging issues such as the rapid pace of technological transformation has made digital connectivity an essential reform to be embraced by all levels of government.

Digital transformation is critical to every area of council business. Communities now have an expectation of 24/7 services and access to information. The MAV is working alongside councils to deliver technology projects that support more cost effective, efficient and innovative delivery of essential community services.

The population growth and technological challenges facing Victoria directly influence the ability of councils to provide complementary services and infrastructure while operating under external revenue pressures, including rate capping and abolition of local road and infrastructure funding.

The current State-imposed rate cap is now entering its third year. Councils have implemented numerous business efficiency reforms – such as internal restructures, asset sales, collaborative procurement and a reduction in fleet vehicles.

However, evidence is emerging of a worrying under-investment in capital infrastructure, and councils choosing to opt out of discretionary community services due to budget constraints. Due to these negative outcomes, the MAV emphasises its opposition to rate capping.

Under a State rate cap regime, there must be clear flexibility within the model to reflect different revenue raising capacities and council input costs to deliver services so that no communities are left behind.



## Commitments sought:

### 3. Digital transformation to meet community expectations

A new funding stream to assist digital business transformation strategies in partnership with local government. Funding would help to enhance consistent services across multiple councils and align back-of-house systems to enable sharing of services and cost savings.

### 4. System reform for rural councils

Establish a fund to provide seed capital for rural councils with financial challenges to drive significant change to their operating model and internal business practices to ensure more efficient delivery of sustainable services to local communities.

### 5. Sustainable services and infrastructure investment

Work with the MAV to develop an appropriate rate cap indexation model to better reflect council input costs to deliver community services, and the revenue-raising capacity of various councils.



### 3. Improve liveability



Melbourne is recognised as the world's most liveable city. To retain this title we must address growing problems that impact on communities, business and Victoria's economy.

Local government is a critical partner in delivering Victoria's planning vision. Council plans and strategies are working towards solutions for communities to cope with changing populations, climate change, increased travel and congestion, depleting fossil fuels, housing affordability, biodiversity and infrastructure needs.

Councils are leading improvements to the sustainability of our built environment, and this work requires adoption at a state level to embed it into current practices. Continued expansion of renewables is also vital for Victoria, but energy development must be facilitated with appropriate controls that balance the needs of local communities.

Recent high profile incidents – both in Victoria and abroad – have highlighted the need for a stronger building regulatory system. Resourcing, role clarity, and overall compliance are system-wide problems which require timely resolution to protect communities.



## Commitments sought: Planning

### 6. Champion sustainable, liveable buildings

Building on the local ESD Policy success, collaborate with local government to adopt a comprehensive Environmentally Sustainable Development planning policy in the Victoria Planning Provisions by 2019 to improve the sustainability and liveability of all buildings.

### 7. Reduce planning complexity

Fund more significant 'smart' reforms of the planning system – including a legislative review and digital transformation – to improve accessibility of the planning process for all parties.

### 8. Safer, more compliant building system

In response to fundamental failures, review the legislative and operational framework of the building system to clarify roles and responsibilities, funding, and improve the compliance and enforcement regime.

### 9. Provide more affordable housing options

Finalise the outcomes of the inclusionary zoning pilots and enable inclusionary zoning to be utilised more widely by councils across metropolitan Melbourne and regional centres.

### 10. Strategic decision-making for renewables

Identify strategically desirable areas for different types of renewable energy and develop guidance for councils about balancing planning objectives. Ensure independent advice is available to councils for wind farm noise conflicts by establishing the Environment Protection Authority as the independent noise auditor.

Community infrastructure provided by councils contributes significantly to the health and lifestyle of all Victorians, as well as boosting the state's knowledge economy with councils now investing 82 per cent of funding required for public library services.

Through improvements to transport and community infrastructure, Victoria could achieve better connected communities – both socially and through a more reliable, integrated public transport system and active transport options that address growing problems in traffic congestion.

## Improve liveability (Continued)

### Commitments sought: Transport

#### 11. Integrated transport options for all Victorians

Develop and deliver an integrated transport strategy for Victoria, as required under the Transport Integration Act 2010, including a freight plan, as well as long-term integrated transport targets for public transport, car transport and active transport; and consideration of demand-management strategies to better utilise our transport infrastructure.

#### 12. Promote active transport options

Continue to provide funding to councils for bicycle and pedestrian infrastructure through continuation of the Safer System Road Funding Infrastructure Program.

#### 13. Improve public transport access and connectivity

- a. Increase the frequency of rural, regional and metropolitan public transport services where there are identified shortfalls, including on weekends
- b. Review bus routes across Victoria and expand Smart Bus network service areas.

#### 14. Get children to school safely

Provide funding to meet the current 50:50 commitment for the school crossing supervisor program; and adequately resource recommendations arising from the State Safety Around Schools review.

### Commitments sought: Arts and Culture

#### 15. Boost Victoria's knowledge economy

Provide increased funding to ensure a secure and growing future for Victoria's public libraries:

- a. Recognise cost and population growth, and progressively increase operational funding over four years by \$12 million pa
- b. Commit \$40 million over four years to extend the Living Libraries capital program.

#### 16. Create more socially connected communities

Develop strategies for Victoria's nine regions to deliver arts and culture programs in partnership with local government, and establish a new cultural facilities grants program to support all councils in the provision of art galleries, museums, theatres and arts centres.

## 4. Support resilient and cohesive communities



Local government provides facilities that contribute to the cultural and social fabric of Victorian communities, as well as facilitating more cohesive communities through multicultural and diversity programs, support and services.

Gender equity initiatives being implemented at the local level are recognised nationally and internationally for creating more inclusive communities, including through sporting facilities that directly respond to community diversity needs.

Planning for the safety, health and wellbeing of communities remains a central role for councils.

Reducing the public health costs associated with smoking, drugs, gambling, crime prevention and violence against women can be achieved by placing a stronger emphasis on preventative initiatives through state policy changes and resource support for local priorities.

The Victorian Government is implementing a range of reforms to the state's emergency management arrangements, with implications for local government. With a stronger emphasis on building up community resilience through a shared approach to emergency management responsibility between State agencies and local communities, councils are working in partnership with Local Government Victoria to build their capability and capacity.

Responsibility for the cost of installing, maintaining and repairing fire plugs requires clarity; and councils seek protections for maintaining flood-mitigation infrastructure for at-risk communities.

Support is also required to ensure Victorian communities do not miss out on Commonwealth Natural Disaster Relief and Recovery Arrangements (NDRRA), with the proposed new model requiring up-front estimation of costs for reimbursement to repair essential public assets.

## Support resilient and cohesive communities (Continued)

### Commitments sought: Diversity and Participation

#### 17. Sports facilities that respond to community diversity

Funding to develop and upgrade sporting and aquatics facilities to cater for the needs of diverse communities, including female focused sports.

#### 18. Integrated settlement planning for new migrants, asylum seekers and refugees

Develop and implement mechanisms to improve settlement planning for newly arriving migrants, asylum seekers and refugees between the Commonwealth, State and local government.

#### 19. Foster improved employment opportunities for Aboriginal and Torres Strait Islander people

Fund an economic development project to boost employment and career development opportunities for local Aboriginal communities, and provide partnership project funding to support councils to achieve the objectives of the Victorian Aboriginal Local Government Action Plan.

### Commitments sought: Prevention of Family Violence

#### 20. Prevention of family violence

Support the 10-year State reform agenda through local initiatives to help prevent family violence, by resourcing of Gender Equality Development officers in councils.

### Commitments sought: Public Health and Safety

#### 21. Reduce crime and improve community safety

Fund Community Safety Officers across local government to support state safety and crime prevention initiatives.

#### 22. Protect vulnerable communities from gambling harms

Regulatory reform to reduce the community harm from electronic gaming machines through machine design; and a greater say for councils on where pokies are located in our communities.

#### 23. Invest in our youth

Invest in youth services and programs that build civic engagement, leadership and respectful relationships, and fund rural councils to employ trained youth workers to support young people facing serious disadvantage.



## Commitments sought: Emergency Management

### 24. Support councils' role in emergency management

Commit to funding local government to implement State legislative and policy changes, through continuing and expanding the critical Municipal Emergency Resourcing Program (MERP) beyond its current 2020 cessation.

### 25. Ensure community assets can be restored

Provide funding support to rural councils to update asset registers and ensure regular inspection programs to meet national disaster funding requirements.

### 26. Clarify responsibility for fire hydrant maintenance

Amend the Water Act to clarify that responsibility for fire plugs rests with water authorities, not local government.

### 27. Flood mitigation infrastructure for at-risk communities

Amend the Water Act to ensure appropriate management and maintenance of flood mitigation infrastructure, and provide a funding program for future council projects.



## 5. Provide fair and equal opportunities



Victoria is experiencing increased demand from people experiencing homelessness and additional support is needed to address the needs of these vulnerable community members. Local government is committed to working in partnership with the State and key public and private sector agencies to address this complex issue.

All community members should have fair and equitable access to universal community services, with more targeted investment required to respond to areas of disadvantage.

Local government has an integral role in all aspects of community services from newborn babies through to aged care. Councils co-design and resource services at the local level, are a critical funding partner, and provide infrastructure for services to operate from.

Aged and disability care programs are being transferred to the Commonwealth, placing at risk the strong State-local government partnership that has ensured a high quality of public sector services for care recipients. Some councils do not see themselves as future providers of disability and home care services, but an absence of alternative providers could disadvantage clients in both growth and rural communities.

Local government is committed to working with the State to enhance outcomes for all Victorian children and families. We seek the continuation of new ways of working together to boost access to services for our growing population including kindergarten and maternal and child health programs, and improved youth services.



## **Commitments sought: Housing**

### **28. Increase investment in public and social housing**

Ensure access to housing that:

- a. Meets diverse needs, is geographically distributed according to need, and is accessible to people of all abilities
- b. Addresses the growing problem of homelessness.

## **Commitments sought: Aged and Disability**

### **29. Retain the strengths of Victoria's in-home care system**

Develop a joint Victorian Government and MAV position to influence design of the Commonwealth Home Support Program for older Victorians beyond 2020.

### **30. Meet the needs of people with disabilities**

- a. Continue State funding for the metro and rural access programs to promote access and inclusion for all people with disabilities
- b. Ensure continued funding to meet the community care and health needs of younger people with disabilities who are not eligible for the National Disability Insurance Scheme.

### **31. Safe and inclusive age-friendly communities**

Build on the work of local government in developing communities based on age-friendly principles and provide new funding for initiatives to address the key issues for seniors in community transport, housing and social isolation.

## **Commitments sought: Children and Families**

### **32. Guarantee access to early years' service for families**

- a. Continue the partnership work with local government under the Early Years Compact 2017-27 to provide funding for kindergarten and Maternal and Child Health
- b. Ensure continued funding for 15 hours universal kindergarten for all children
- c. Develop a joint approach to funding development of Kindergarten Central Enrolment
- d. Develop a 10-year facility strategy for kindergarten and MCH services, with capital funding to renovate and build infrastructure identified in the strategy.

### **33. Integrate government services for communities**

- a. Plan for co-location of kindergarten and early years services on new primary school sites and invest in integrated developments in new and expanding communities.
- b. Optimise usage of school facilities for community capacity building, including opportunities for inclusion of parents and older people.

## 6. Maintain and improve assets for the future



Victoria's economy relies significantly on a dependable road network to get around Victoria and move freight, including first and last mile routes to and from markets. Bigger freight vehicles are more frequently damaging local roads, and automated vehicles are presenting new challenges for governments.

Approximately 250 people die and 5,100 people are seriously injured on Victorian roads each year, costing the community \$3 billion. More can be done to improve our road safety record.

Local government maintains 85 per cent of the State's entire road network. Prior to the introduction of rate capping, many councils were working towards closing the gap in their maintenance and renewal of ageing road and bridge infrastructure. In 2013, the Victorian Auditor General projected that councils' asset renewal gap would grow to \$2.6 billion by 2026.



## **Commitments sought:**

### **34. Ensure a safe and reliable road network for all Victorians**

- a. Develop a new funding program for access by rural councils to help fund local road and bridge assets
- b. Increase funding to VicRoads to address key road and traffic issues on the metropolitan and regional road networks

### **35. Improve planning for asset requirements**

- a. Fund every region to develop a regional freight strategy for local roads
- b. VicRoads to work with councils on a consistent statewide approach, including funding support, to meet new National road data standards
- c. Commence the Melbourne airport rail link during this term of government.

### **36. Safe introduction of automated vehicles**

Develop a plan to manage and fund infrastructure required for the introduction of automated vehicles on the Victorian road network.

### **37. Better stormwater use for community amenity and reduced water treatment costs:**

Implement a three-year \$30 million statewide urban stormwater improvement program for councils to upgrade ageing stormwater assets and institute water-sensitive urban design.

The latest council budget forward projections show worrying signs of a decline in rural councils' capital works budgets, as well as cancellation and deferral of infrastructure projects due to reduced revenue raising capacity. This will significantly impact on road safety and Victoria's economy, and will mean higher future costs on communities to maintain the road network.

With a drying climate, increasing severe storm events and urban densification, ageing stormwater assets and management of stormwater must be prioritised to protect against urban flooding, river and bay health; improve urban greening and amenity of local parks, ovals and gardens; and minimise pollution and water treatment costs.

## 7. Sustain our natural resources



Human-induced climate change is a significant threat that requires urgent action by all levels of government. Local government supports the Victorian emissions reduction target of net zero emissions by 2050 and the 40 per cent renewable energy by 2025 target.

Victoria's waste and resource recovery system is under significant strain. China's decision to restrict the importation of certain recyclable materials brought to light the impacts of more than a decade of underinvestment in our local resource recovery system. There's an ongoing need for state and national investment, and policy settings that support innovation in and expansion of resource recovery. Reducing the amount of waste Victorians generate and send to landfill is a key challenge and an opportunity to target significant behaviour change. The State needs to expend landfill levy income on measures that achieve a genuine change in how waste is managed in Victoria.

Healthy and thriving biodiversity is critical to a healthy and thriving Victoria. To ensure Victorian communities can reap the multitude of benefits that access to nature brings, it is incumbent on all levels of government to increase efforts to slow and reverse the decline in the condition of Victoria's biodiversity.

Water is vital for communities and for maintaining the health of our environment. Smarter water use in the face of population pressures and increased densification in urban centres means continuing reforms to achieve green-blue public spaces that deliver amenity and liveability for urban communities, and maximise the availability of water for the environment.



## **Commitments sought:**

### **38. Invest in and support waste reduction and improved resource recovery**

- a. Invest accumulated landfill levy income and develop appropriate policy settings to support the development and expansion of our local resource recovery industry and marketplace
- b. Develop and deliver a statewide waste education campaign targeting waste minimisation and improved recycling behaviour
- c. Adopt targets across all of state government for the procurement of recycled material
- d. Advocate for and support the development of greater product stewardship, including adoption of a container deposit scheme in Victoria.

### **39. Progress climate change adaptation**

Develop a Memorandum of Understanding in partnership with local government within the first year of the new parliamentary term to clarify respective climate change adaptation roles, responsibilities and funding arrangements.

### **40. Protect our natural environment**

- a. Promote the contribution that a healthy biodiversity makes to Victorians' economic, social and environmental wellbeing, and commit to the targets and fund the actions set out in 'Protecting Victoria's Environment – Biodiversity 2037'
- b. Ensure water stewardship for drainage on private land through catchment oversight and advice being required to be provided to drainage committees developing drainage management plans

### **41. Eradicate roadside weeds and pests**

Commit to ongoing funding from the 2019-20 State Budget onwards for roadside weed and pest management; and improved State pest and weed management on Crown land.

### **42. Partner with councils to deliver priority water initiatives for their communities**

Optimise use, management and access to water to improve liveability and amenity by:

- a. Maintaining Integrated Water Management Forums to facilitate catchment-scale partnerships
- b. Resourcing a stormwater community engagement program to educate residents and businesses on improving waterways health and limiting stormwater run-off
- c. \$2 million program over two years for innovations in on-site domestic wastewater management including funding of backlog issues in priority areas, giving councils better regulatory powers, and a community education program to better manage waste systems.



Picture: Ballam Park, courtesy of Frankston City Council

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VICTORIAN STATE ELECTION 2018

**Executive Summary****13.1 Further response to NOM 1312 - Unemployment in Frankston**

*Enquiries: (Russell Joiner: Corporate Development)*

Council Plan

Community Outcome:	4. A Well Managed City
Strategy:	4.4 People
Priority Action	4.4.1 Create a sustainable workforce

**Purpose**

To brief Council on the initial investigation on the concept of a Student Scholarship Program.

**Recommendation (Director Corporate Development)**

That:

1. Council notes the report
2. A further report will be brought back to Council following further consultation with key stakeholders identified in this report.

**Key Points / Issues**

- At its meeting on 3 April 2018, Councillor Bolam tabled a Notice of Motion regarding Unemployment in Frankston. Council resolved:  
*"That:*
  1. *Council notes this report.*
  2. *A further report on the South East Regional Skills Study be brought back to Council pending release of the skills survey results and finalisation of the Victorian Skills Commissioner report.*
  3. *Council continues to support organisations within the municipality, such as Brotherhood of St Laurence, White Lion, and Salvation Army which work either exclusively or in partnership with other youth support programs to assist young people into stable employment through training and supported pathways.*
  4. *Council endorses the proposed Frankston City Council Student Workplace Scholarship.*
  5. *Council endorses the proposed expansion and promotion of available work experience placements for secondary and tertiary students.*
  6. *Further investigation is undertaken into developing a Student Scholarship Program, with a report on findings to be presented to Council for consideration in July 2018."*
- This report focuses on the proposed Student Scholarship Program.

**Background**

- An initial investigation has been undertaken to scope the framework of a potential program and the associated costs of such a program if it were managed and financed by the Frankston City Council.

**13.1 Further response to NOM 1312 - Unemployment in Frankston****Executive Summary**

- The aim of a Student Scholarship Program (Program) would be to encourage and support local students to undertake continuing education and express interest in studying in areas outlined below, where it is difficult for the FCC to attract and retain employees in these occupational categories.
- A shortage of both skills and supply is affecting recruitment (and retention) in certain professions and job categories. A number of local government professions are universally difficult to recruit and retain, including:
  - Civil engineers and other areas of engineering specialisation
  - Planners (statutory and strategic)
  - Project managers
  - Environmental Health Officers
  - Maternal and Child Health Nurses
  - Building Surveyors and Building inspectors
- There are a number of key stakeholders within the education and community services sector which could be leveraged to further investigate options or opportunities to provide support for young people to undertake further study and a structured work experience program.
- Any progression of this concept would require further consultation on a Catchment or Regional basis to optimise these opportunities.
- Council will consult with Chisholm TAFE and, the Youth Mayor and the Frankston Mornington Peninsula Local Learning & Employment Network (FMPLLEN), as key stakeholders that could play a role in progressing this concept.

**Issues**

- Initial investigation indicates that a Student Scholarship Program would be resource intensive if it were managed and financed exclusively by Frankston City Council alone. It requires a catchment or regional approach, whereby Frankston City Council can play a key role, which may be providing vacation or work experience and other stakeholders within the catchment also playing a role. This maybe by leveraging some of the programs that operate currently within the municipality or developing new holistic programs which utilise the collective expertise of the catchment.
- There may be an opportunity for this concept to be discussed at the proposed Youth Expo/Summit, where key stakeholders within the catchment area can contribute to progressing this concept or identifying other concepts that would better meet the needs of young people and the Frankston City Council.
- The level of assistance provided by Council needs further scoping and will be brought back to Council in a further report.

**Financial Impact**

The State Government has introduced the “Fair Go Rates” system, placing a cap on Council rates which has restricted the level of increases that Council can apply to its rate revenue. Rate revenue constitutes 63 per cent of all Council revenue.

The rate cap over the past two financial years has been 2.5 per cent and 2.0 per cent respectively and is 2.25 per cent in 2018-2019.

**13.1 Further response to NOM 1312 - Unemployment in Frankston****Executive Summary**

The rate cap percentages are based on the consumer price index which relates to the average increase in the prices of a range of goods and services, very few of which apply to the cost drivers of providing local government services. The cost of providing Council services has been increasing well in advance of the rate cap applied by State Government.

Over time this trend may lead to a reduction in the levels of service provided to the community and in Councils ability to fund both new facilities and the ongoing renewal of existing facilities.

Council will continue to evaluate the impacts of rate capping annually and needs to be mindful of these outcomes in all Council decisions.

There are no current resources included within the 2018/2019 Annual Budget for this purpose.

The financial implications of the Scholarship Program will depend on issues such as:

- What role Frankston City Council may play
- The amount of support, if any, to be provided
- Any potential identified funding sources

The estimated cost if Frankston City Council were to offer two student scholarships per annum in a rolling four year program would be \$400,000. (This assumes that the program is made up of \$4,000 support for course fees and \$16,000 for vacation/work experience per student per annum)

**Consultation****External Stakeholders**

- Initial consultation is planned with the FMPLLEN on 31 August, 2018 to discuss the concept and to identify what current employment or education/community programs can be leveraged.
- Consultation is also planned with Chisholm TAFE and the Youth Mayor.

**Other Stakeholders**

The Economic Development and Human Resources teams have been involved in the development of this Report.

**Analysis (Environmental / Economic / Social Implications)**

There are no impacts environmentally and economically. Socially FCC has demonstrated its corporate social responsibility by supporting a student(s) within the municipality who would otherwise have not been able to afford to study. However whilst the impact is significant for the student, it has negligible impact on Frankston's unemployment issue.

**Legal / Policy / Council Plan Impact**Charter of Human Rights and Responsibilities

All matters relevant to the Charter of Human Rights and Responsibilities have been considered in the preparation of this report and are consistent with the standards set by the Charter.

**13.1 Further response to NOM 1312 - Unemployment in Frankston****Executive Summary**Legal

Any employment arrangements would need to be in accordance to relevant employment legislation and the Frankston City Council Enterprise Agreement No 8 2016.

Policy Impacts

The proposal is consistent with the Council Plan, in particular, 4.4.1: Create a sustainable workforce.

Officer's Declaration of Interests

Council officers involved in the preparation of this report have no Conflict of Interest in this matter.

**Risk Mitigation**

The concept is in its infancy so the risks are still unknown. A more detailed analysis of the risks will be conducted when the concept has been progressed and more details are known.

**Conclusion**

Initial investigation indicates that the concept of a Student Scholarship Program requires further consultation and input by key stakeholders within the Frankston catchment/region to identify how the concept could be progressed by optimising current employment and education programs or developing a new program leveraging the collective expertise within the catchment.

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**ATTACHMENTS**

Nil

**Executive Summary****13.2 Response to NOM1354 - Urban Design Advisory Committee**

*Enquiries: (Michael Papageorgiou: Community Development)*

Council Plan

Community Outcome:	1. Planned City
Strategy:	1.2 Development and Housing
Priority Action	1.2.3 Ensure built form, displays architectural excellence and embodies creative urban design

**Purpose**

To brief Council on the process for establishing a voluntary Design Advisory Committee to provide feedback on town planning development applications.

**Recommendation (Director Community Development)**

That Council:

1. Authorises officers to establish a Design Advisory Committee.
2. Authorises officers to publicly advertise for expressions of interest to join the Design Advisory Committee.
3. Endorses the Design Advisory Committee Terms of Reference;

**Key Points / Issues**

- At its meeting on 2 July 2018, Council resolved to:

*That Council:*

1. *Explores opportunities to establish an advisory committee to provide feedback on town planning development applications;*
2. *Supports officers in appointing an additional consultancy firm to Council's existing external design review panel of consultants to enhance choice and responsiveness;*
3. *Supports officers in undertaking an analysis of the municipality to identify areas where Urban Design Frameworks may be appropriately applied;*
4. *Commits to Councillor and officer training to assist evaluation and application of best practice urban design;*
5. *Seeks to facilitate best practice urban design information forums for the community, developers, Councillors and staff; and*
6. *Supports officers in the provision of publicly accessible urban design information on Council's digital platforms.*
7. *Provides a report to the September Ordinary Meeting on the composition, parameters and Terms of Reference for the potential advisory committee as per Item 1.*

- This report addresses items 1 and 7 as listed above.
- Items 2 to 6 have been noted and will be progressively implemented.
- Terms of Reference have been drafted to guide the purpose and structure of a voluntary advisory committee.
- The committee would comprise experienced professionals with design and development backgrounds and meet on a quarterly basis.

**13.2 Response to NOM1354 - Urban Design Advisory Committee****Executive Summary**

- Expressions of interest to join the committee would be advertised through various internal and external channels for a period of no less than six (6) weeks.
- Expressions of interest will be reviewed by the relevant Council officers who will then provide a recommendation to Council for consideration.

**Financial Impact**

The State Government has introduced the “Fair Go Rates” system, placing a cap on Council rates which has restricted the level of increases that Council can apply to its rate revenue. Rate revenue constitutes 63 per cent of all Council revenue.

The rate cap over the past two financial years has been 2.5 per cent and 2.0 per cent respectively and is 2.25 per cent in 2018-2019.

The rate cap percentages are based on the consumer price index which relates to the average increase in the prices of a range of goods and services, very few of which apply to the cost drivers of providing local government services. The cost of providing Council services has been increasing well in advance of the rate cap applied by State Government.

Over time this trend may lead to a reduction in the levels of service provided to the community and in Councils ability to fund both new facilities and the ongoing renewal of existing facilities.

Council will continue to evaluate the impacts of rate capping annually and needs to be mindful of these outcomes in all Council decisions.

There are financial costs, however, these costs can be accommodated within existing budgets.

It is proposed that the committee comprise voluntary, unpaid members.

Budget will be required primarily for incidentals and meeting expenses. The annual cost associated with the running of the committee is not expected to exceed \$500.

**Consultation****1. External Stakeholders**

External stakeholder consultation will occur through public notification of Council's intent to establish an advisory committee and during the process of appointing its members.

**2. Other Stakeholders**

Some Councillors have engaged with officers to express their concerns about the urban design outcomes of town planning development applications and discuss the ways in which such issues may be addressed.

Further consultation and engagement with Councillors and relevant Council staff will occur during the process of appointing committee members.

**Analysis (Environmental / Economic / Social Implications)**

**Environmental Impacts:** Best practice urban design seeks to incorporate environmental sustainability throughout a development. The recommendation seeks to improve the urban design outcomes, and subsequently the sustainability of future development within Frankston.

**13.2 Response to NOM1354 - Urban Design Advisory Committee****Executive Summary**

**Economic Impacts:** The recommendation would provide an additional layer of rigor to the existing design review and policy processes. Identifying and resolving issues early in a given development's assessment may help to avoid delays and deferrals to VCAT for determination. Early identification and resolution of issues may also result in fewer refusals and help to build a stronger rapport with applicants and developers.

The recommendation also seeks to improve the overall quality of developments, reducing long-term upkeep, damage and alteration costs. Improved liveability, usability and attractiveness of developments and streetscapes are also likely to encourage new and ongoing investment in Frankston.

The financial costs associated with the recommendations can be accommodated within existing budgets.

**Social Impacts:** Best practice urban design seeks to provide streetscapes and public spaces that are activated, attractive and that encourage community engagement, interaction and appreciation. The recommendation seeks to encourage and facilitate these outcomes and engage Frankston residents directly with Council and the wider community.

**Legal / Policy / Council Plan Impact**Charter of Human Rights and Responsibilities

The Charter of Human Rights and Responsibilities has been considered in the preparation of this report but is not relevant to the content of the report.

Legal

Procurement procedures and protocols are relevant to this report.

Policy Impacts

The recommendations of this report will assist in achieving the objectives of Clause 15 of the Frankston Planning Scheme.

The establishment of an advisory committee would require a set of Terms and Conditions to be generated and approved prior to the commencement of any official duties.

*See Attachment A: Design Advisory Committee – Terms of Reference*

Planning permit application procedures and planning scheme amendment procedures and protocols are also relevant to this report.

Officer's Declaration of Interests

Council officers involved in the preparation of this report have no conflict of interest in this matter.

**Risk Mitigation**

The primary risk involves the potential for future committee members, staff, members of the public and consultants to act inappropriately; albeit unintentionally. Such behaviour may affect or compromise the outcomes of development decisions in Frankston. However, each development application, policy and guideline is subject to a number of existing checks and regulatory process controls.

It is considered that these existing iterative processes are thorough, robust and effective enough to ensure the above risk is being managed to within acceptable levels.

**13.2 Response to NOM1354 - Urban Design Advisory Committee****Executive Summary****Conclusion**

Council seeks to encourage new development which embodies best practice urban design, improving the appearance and overall quality of built form within the municipality. While existing planning and design review mechanisms are already in place, a number of large-scale development applications have been refused by Council on the basis of poor urban design outcomes. The recommendations of this report will assist in establishing a high standard of urban design to be met from future development within Frankston. Importantly, the recommendations will add additional layers of rigour to the existing design review process, build on the breadth of urban design knowledge and expertise available to Council and engage the public in shaping the future built forms of their community.

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**ATTACHMENTS**

Attachment A: [↓](#) Design Advisory Committee - Terms of Reference

**13.2 Response to NOM1354 - Urban Design Advisory Committee  
Officers' Assessment****Background**

At its meeting on 2 July 2018, Council resolved to:

*That Council:*

- 1. Explores opportunities to establish an advisory committee to provide feedback on town planning development applications;*
- 2. Supports officers in appointing an additional consultancy firm to Council's existing external design review panel of consultants to enhance choice and responsiveness;*
- 3. Supports officers in undertaking an analysis of the municipality to identify areas where Urban Design Frameworks may be appropriately applied;*
- 4. Commits to Councillor and officer training to assist evaluation and application of best practice urban design;*
- 5. Seeks to facilitate best practice urban design information forums for the community, developers, Councillors and staff; and*
- 6. Supports officers in the provision of publicly accessible urban design information on Council's digital platforms.*
- 7. Provides a report to the September Ordinary Meeting on the composition, parameters and Terms of Reference for the potential advisory committee as per Item 1.*

In response to this resolution, the following information outlines the process for the establishment and administration of a voluntary advisory committee.

**Terms of Reference**

The advisory committee will require a set of Terms of Reference to define the purpose and structure of the committee.

*See Attachment A: Design Advisory Committee – Terms of Reference*

**Candidates**

To effectively empower officers in their decision making, feedback from the Design Advisory Committee must be based on a sound understanding of design and development policy implications.

It is subsequently recommended that experienced professionals with design and development backgrounds be appointed to the Design Advisory Committee.

**Procuring committee members**

Expressions of interest to join the committee could be advertised through local newspapers, on social media platforms and through a number of Council's own communications channels such as Council's official website, Facebook page, newsletters and the like.

Expressions of interest should be advertised for a period of no less than six (6) weeks to maximize contact with suitable candidates and to ensure that an adequate level of transparency is achieved.

Received expressions of interest will be reviewed by the relevant Council officers who will then provide a recommendation to Council for consideration.

**13.2 Response to NOM1354 - Urban Design Advisory Committee****Officers' Assessment****Options Available including Financial Implications**

1. Endorse all recommendations of this report; or
2. Endorse some, but not all recommendations of this report; or
3. Take no further action.

The annual resource requirements associated with this report are \$500 compared to the annual budget allocation of \$0 for this purpose.



## **Design Advisory Committee**

### **Terms of Reference 2018**

#### **1. BACKGROUND**

Frankston City is situated on the eastern shore of Port Phillip Bay approximately 42 kilometres south of Melbourne. The City covers an area of approximately 131 square kilometres from Seaford Wetlands in the north to Mount Eliza in the south and east to the Western Port Highway. The western boundary of the City consists of approximately 9.5 kilometres of Port Phillip Bay coastline.

Frankston City is a largely residential municipality including older areas and new subdivisions, with large parts of the City set aside for rural, semi-rural and recreation uses, and nature reserves. Approximately 60 properties throughout Frankston are currently protected by a heritage control within the Frankston Planning Scheme.

It is anticipated that Frankston will undergo significant developmental change over the coming decades. In particular the Frankston Metropolitan Activity Centre is expected to see a fundamental shift in land use towards medium and high density housing. Regardless of scale and complexity, Council is committed to ensuring new development embodies best practice urban design, improving the appearance and overall quality of built form within the municipality.

#### **2. PURPOSE OF THE DESIGN ADVISORY COMMITTEE**

The Design Advisory Committee was established in 2018.

The purpose of the Design Advisory Committee is to provide Council and officers with supplementary feedback pertaining to the design aspects of significant development applications.

The Design Advisory Committee provides a forum to discuss significant development applications within the context of Council's role and influence in the Victorian Planning system. Applications may be considered significant because of their scale, complexity or because they are setting a new precedent for development.

The Committee must operate in accordance with the Principles and Guidelines of the Burra Charter.

#### **3. FUNCTIONS OF THE DESIGN ADVISORY COMMITTEE**

The functions of the Committee will be to:

- Provide comment as requested in relation to selected projects and development applications, with the primary focus being new development within the Frankston Metropolitan Activity Centre;
- Provide comment regarding design aspects that are considered to be beneficial and / or detrimental to a development and its context;
- Provide comment regarding the ways in which the design of a development might be improved;
- Provide comment in relation to the consistency of a development with all relevant Council strategies, policies and guidelines; and
- Provide advice to Council on contemporary building design and development practices.

*Note: The Reference Group is not a forum for approval or otherwise of projects, but will provide comment / advice to Council which is the appropriate forum for procedural decisions.*

#### **4. MEMBERSHIP OF THE COMMITTEE**

Frankston City Council is seeking to establish a voluntary committee whose members are drawn from a cross-section of the community and relevant building design and development industries including:

- Urban Design
- Architecture
- Landscape Architecture
- Town Planning
- Environmental Engineering

The Design Advisory Committee shall have a minimum of 6 members and a maximum of 8 members.

All committee members must have a relevant tertiary qualification, extensive knowledge of, and professional experience in one or more fields relating to the building design and development industry, such as the above listed disciplines.

Other appropriate Council staff or co-opted/ temporary members may be invited to attend the committee as required. Other Council officers may be involved at the discretion of the Chief Executive Officer. Such temporary members will not have voting rights.

The membership, role and performance of the Reference Group will be reviewed on an annual basis or as required.

#### **4.1 CODE OF ETHICS**

The Design Advisory Committee members are expected to:

- Act honestly and within the law at all times
- Commit to respecting time, attendance and the delivery of assigned tasks

- Act in good faith and not for improper or ulterior motives
- Act in a reasonable, just and non-discriminatory manner
- Undertake their role with reasonable care and diligence
- Conduct their ongoing relationship with fellow Committee Members, Council Officers, Councillors and/or the Council and the public with respect, courtesy and sensitivity
- Use information in a careful and prudent manner
- Have regard for relevant Council strategies, policies and guidelines

#### **4.2 STRUCTURE OF THE DESIGN ADVISORY COMMITTEE**

- a) At its first meeting of the calendar year, the committee shall elect a Chair. At the same meeting, the Chair shall elect a Deputy Chairperson.
- b) The Chairperson shall chair all Design Advisory Committee meetings.
- c) The Chairperson is responsible for ensuring that the committee operates in an effective manner within these terms of reference.
- d) The Chairperson shall be available to liaise with government agencies, Council officers, Councillors and/or the Council, and may be required to attend Council meetings or briefings on occasions.
- e) The Deputy Chairperson shall act on behalf of the Chairperson should the Chairperson not be able to fulfill any of the above responsibilities.
- f) The Deputy Chairperson shall be responsible for taking and reporting the minutes of each committee meeting.

#### **5. TERMS OF APPOINTMENT**

- a) Representatives will be appointed for a period of two years and appointments may be renewed / extended by Council.
- b) A Member shall be deemed to have resigned if that member fails to attend three consecutive meetings of the Design Advisory Committee. However, the Design Advisory Committee may grant leave of absence for an extended period.
- c) Resignations shall be submitted in writing to the Council through the Chairperson.
- d) Frankston City Council, as necessary, will arrange reappointments and new appointments. Any vacancy on the Committee needs to be filled within four months.

#### **6. COMMITTEE OPERATING PROCEEDINGS**

- a) Meetings are to be held quarterly and will be held at the Civic Centre, Frankston, unless otherwise resolved by the committee. Future meeting dates and times will be decided at the first meeting of each year.
- b) A minimum of three (3) Committee members are required to attend each meeting. In the event that this minimum is unable to be achieved, the meeting will be rescheduled to a time where at least three Committee members can attend.

- c) Development applications will be nominated for review as they arise. Material relevant to each application nominated for review will be distributed to committee members no later than two weeks prior to the meeting.
- d) The committee shall aim to operate on a consensus model of decision making. In the event of a vote occurring and that vote being tied, the chairperson shall, in addition to a deliberate vote, have a second or casting vote.
- e) A quorum shall consist of a clear majority of the committee voting members.
- f) General Business items raised at meetings are to be recorded on a database and a report and updates on actions circulated with meeting agendas.
- g) The committee is to report back all minutes to the Council as requested.
- h) The minutes from each committee meeting are to be reviewed by the Committee and reported back to the Planning and Environment Department no later than one week from the date of the committee meeting.
- i) The role of the committee (as an advisory body only) precludes it or its members from directing Council officers on any particular matter. Additionally Council officers are not bound by any advice put forward by the Committee.

## **7. MEDIA COMMENT AND CONFIDENTIALITY**

- a) Comments to the media on behalf of the committee shall only be made by the Chairperson, or by another member of the Committee with the approval of the Chairperson.
- b) The committee does not have the power to speak on behalf of Frankston City Council.
- c) Members of the committee appreciate that the Committee will from time to time deal with sensitive matters of a confidential nature. The confidentiality of such information must be respected by all members.

## **8. CONFLICT OF INTEREST**

Members of the committee must, having reviewed the agenda for a meeting or when becoming aware of a potential conflict of interest, immediately advise the Chairperson and, if appropriate, leave the meeting whilst the matter is discussed and not participate in any decision making related to the issue.

## **9. ADMINISTRATION AND RESOURCING THE COMMITTEE**

The Council will provide administrative services and other resources (e.g. venue, preparation and distribution of minutes/agendas) to support the functions of the committee.

## **10. REVIEW OF TERMS OF REFERENCE**

The function of the committee and its Terms of Reference will be reviewed annually.

**Executive Summary****13.3 Response to NOM1389 - Ballam Park Precinct Improvements - Update**

*Enquiries: (Vishal Gupta: Community Assets)*

Council Plan

Community Outcome:	2. Liveable City
Strategy:	2.2 Vibrant and Engaged
Priority Action	2.2.5 Improve the presentation and cleanliness of Frankston City

**Purpose**

To provide a progress update report to Council in response to NOM 1389 – Ballam Park Precinct Improvements.

**Recommendation (Director Community Assets)**

That Council notes this progress update report in response to NOM 1389 Ballam Park Precinct Improvements.

**Key Points / Issues**

- At its meeting on 14 May 2018, Council received an interim report on the Ballam Park Precinct Improvements and resolved:
  - “1. Notes this update in response to NOM 1389 – Ballam Park Precinct Improvements.*
  - 2. Provides a report at the September Ordinary Meeting with costings and suggested funding routes for all outstanding items in Attachment 1 and all other items aforementioned in this resolution.*
  - 3. Includes costings in the September report for the following:*
    - a) The formal offer of a bronzed statue of a local luminary at Ballam Park;*
    - b) The installation of a CCTV unit at the Ballam Park toilets;*
    - c) The inclusion of minor planting costs in the total sum for the proposed overflow car park;*
    - d) The creation of a 'green zone' in the north-east quadrant of Ballam Park (i.e. Ballam Park Primary School) for the purpose of bulk tree plantings and native flora;*
    - e) The installation of a prominent sculpture/monument near the proposed overflow car park; and*
    - f) Soft lighting in Ballam Park in the evenings.*
  - 4. Writes to the relevant authority expressing concerns about the condition of the Telecom Substation at Ballam Park. Council notes that graffiti damage to the site is not being regularly removed, its fence line is regularly vandalised and its overall presentation is not in line with the amenity of the area. The Council is to request the sought improvements and the response is to be included in the September report.”*
- The table on **attachment A** provides an update on each of the above items.
- Future report updates will only report on items identified as ongoing.

**13.3 Response to NOM1389 - Ballam Park Precinct Improvements - update****Executive Summary****Financial Impact**

The State Government has introduced the “Fair Go Rates” system, placing a cap on Council rates which has restricted the level of increases that Council can apply to its rate revenue. Rate revenue constitutes 63 per cent of all Council revenue.

The rate cap over the past two financial years has been 2.5 per cent and 2.0 per cent respectively and is 2.25 per cent in 2018-2019.

The rate cap percentages are based on the consumer price index which relates to the average increase in the prices of a range of goods and services, very few of which apply to the cost drivers of providing local government services. The cost of providing Council services has been increasing well in advance of the rate cap applied by State Government.

Over time this trend may lead to a reduction in the levels of service provided to the community and in Councils ability to fund both new facilities and the ongoing renewal of existing facilities.

Council will continue to evaluate the impacts of rate capping annually and needs to be mindful of these outcomes in all Council decisions.

The full financial impact of implementing all proposed improvement works at Ballam Park is not known at this stage.

**Consultation****1. External Stakeholders**

Contact with key external stakeholders includes Public Transport Victoria and the Frankston Historical Society including the Ballam Park Homestead.

**2. Other Stakeholders**

The Community Strengthening Department, Planning and Environment Department, Engineering Services Department, Building and Facilities Department, Compliance and Safety Department, Arts and Culture Department and Operations Department have been consulted in preparation of this report.

**Analysis (Environmental / Economic / Social Implications)**

The proposed improvement works such as reactivation of the water fountain at Ballam Park will enhance the overall appeal, amenity and user experience. Similarly, the proposed continuation of restoration works at the Homestead will preserve its heritage value for its current and future visitors.

**Legal / Policy / Council Plan Impact**Charter of Human Rights and Responsibilities

All matters relevant to the Charter of Human Rights and Responsibilities have been considered in the preparation of this report and are consistent with the standards set by the Charter.

The Charter of Human Rights and Responsibilities has been considered in the preparation of this report but is not relevant to the content of the report.

Legal

There are no legal implications of this interim report.

Policy Impacts

There are no policy implications stemming from this interim report.

**13.3 Response to NOM1389 - Ballam Park Precinct Improvements - update****Executive Summary**Officer's Declaration of Interests

Council officers involved in the preparation of this report have no Conflict of Interest in this matter.

**Risk Mitigation**

There are no significant risks.

**Conclusion**

That the update report on Ballam Park Precinct Improvements be accepted, noting that future updates will only be provided on items identified as ongoing.

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**ATTACHMENTS**

- Attachment A: [↓](#) Updates Table as at 10 September 2018  
Attachment B: [↓](#) Ballam Park Overflow Car Park Concept Plan  
Attachment C: [↓](#) Integrated Water Management Plan Ballam Park Lake

## Item 13.3 Attachment A: Updates Table as at 10 September 2018

Completed Items (as at 10 September 2018)		
1A The susceptibility of the newly created concrete wall to vandalism (graffiti) at Ballam Park.	Arts and Culture team previously engaged street artists to install a public art mural to both sides of the climbing wall, which included consultation with local school groups and inclusion of student art in the overall finished design. These works were completed in November 2017. The recently completed artwork is intended to deter graffiti and tagging of the wall. This arrangement is observed to be operating satisfactory and does not warrant consideration for any further treatment at this time.	Complete
1B The nature of ongoing delays concerning recently upgraded play equipment at Ballam Park (i.e. soft fall area).	The binder used in installation of the soft fall rubber was part of a faulty batch which resulted in the cracking of top layer of the soft fall rubber. Following extensive investigations including independent lab testing, it was established that the product was substandard/ faulty. Subsequently the supplier agreed to undertake the rectification works at no cost to Council. These works were completed at the end of October 2017.	Complete
1C Whether the existing toilets in the Ballam Park precinct are adequate and secure. If improvements are identified, costings are to be incorporated in the report back to Council.	<p>Currently, the Ballam Park reserve has 2 public toilet buildings as per below:</p> <ul style="list-style-type: none"> <li>• Unisex toilet at playground near Homestead</li> <li>• Male and Female toilets at Powell Cooper Cricket Pavilion</li> </ul> <p>In addition to the above, one new public toilet building has been constructed as part of the Ballam East multi-purpose sporting pavilion. This new toilet building also has two accessible toilet cubes.</p> <p>Additional toilets are also planned to be included within the proposed Ballam Soccer pavilion. These works are currently in the design phase and are likely to be constructed as part of 2019/20 Capital Works program, subject to the Council budget review process. Once these toilet works are completed, this will provide a more than adequate number of toilets in the Ballam Park reserve.</p> <p>The cost to provide two additional standalone public toilet blocks in Ballam Park would be in the order of \$350,000 each. The additional cost to instead co-locate the toilet cubicles within the pavilion redevelopment is in the order of \$100,000 each. Therefore this co-location of toilet facilities within a sports pavilion represents a significant upfront and ongoing cost saving to Council.</p> <p>All toilets are provided with satisfactory level of security however it is noted that toilets are vulnerable to vandalism from time to time. Council officers regularly inspect and attend to rectification works as necessary.</p>	Complete
1D Programming the Ballam Park precinct in the routine cleaning of graffiti from landmark signage.	The Ballam Park precinct is currently inspected by Council's graffiti team on a weekly basis with all graffiti found removed, including on signage. Graffiti reported by members of the public is also promptly removed.	Complete
1E Whether any remedial works are required at the Ballam Park Athletics Track and the possibility of undertaking plantings on the outer fence line of the Ballam Park Athletics Track. If scope or improvements are identified,	<p>Council officers have inspected the Ballam Park Athletics Track and observed no visible damage to the track. Council officers are not aware of any remedial works required for the Ballam Park Athletics Track. However, it is noted that some minor damage occurred to the track late last year which was rectified promptly.</p> <p>Consultation with key stakeholders was undertaken earlier this year and works to plant 50 new trees in this location was completed in FY2017/18. They are now undergoing initial establishment maintenance and irrigation to ensure their long term success.</p>	Complete

## Item 13.3 Attachment A: Updates Table as at 10 September 2018

costings are to be incorporated in the report back to Council.		
1F Advocacy to Public Transport Victoria (PTV) on the need for the installation of a mesh fitting (as opposed to glass) at the bus stop outside the Old Peninsula Private Hospital on Cranbourne Road.	Council's Traffic team have raised this matter with PTV including Council officers' support for installation of mesh fitting (as opposed to glass) for the bus shelters outside the Old Peninsula Private Hospital on Cranbourne Road. In response, PTV has advised that they don't support installation of mesh kits on the side panels at the bus shelters due to visibility concerns and only support mesh fitting at the back of the bus shelters as per the existing arrangements.	Complete
1G Audit of bins, drinking fountains and dog waste disposal units throughout the precinct to assess whether additional resources are required. If improvements are identified, costings are to be incorporated in the report back to Council.	<p>The Asset Planning team utilised the services of Rapid Map at the end of 2015 to undertake a condition audit of all Council Open Space infrastructure, including assets in Ballam Park. The results of the audit have subsequently been migrated into Council's asset management information system. The audit ascertained asset quantities, asset condition, replacement costs and any remedial works required to inform maintenance and capital renewal works programs.</p> <p>Council's Asset Inspector re-assessed the infrastructure located in Ballam Park during March 2018 and confirmed the following asset quantities:</p> <ul style="list-style-type: none"> <li>• 47 bins</li> <li>• 14 drinking fountains</li> <li>• 4 dog waste bins</li> </ul> <p>Council officers recommend that the provision of these particular assets is satisfactory and meets the required service level for the reserve.</p> <p>Council has also recently received a VicHealth State Government grant for the supply and installation of 6 new drinking fountains in active reserves throughout the city including 2 at the Ballam Park Athletics Track. The works will replace an existing old drinking fountain and water tap with 2 new Council standard, wheelchair accessible, and stainless steel drinking fountains with bottle filling taps to promote water consumption at no up-front cost to Council. The fountains will be ordered in September with installation during October 2018.</p>	Complete
2C Repairs and upgrade/s required at the Ballam Park Homestead.	<p>As per Council Officers earlier discussions with the President of FHS, the following comments are provided in relation to repairs/upgrades required at the Ballam Park Homestead.</p> <ul style="list-style-type: none"> <li>• Buggy Shed Floor - FHS would like to concrete the gravelled flooring. Approval was sought from Victorian Historical Society to proceed with the works. The concreting works were completed by May 2018;</li> <li>• A thorough assessment of the laundry building and kiosk building is required to determine the extent of repair work required for the floor and the overall building structures;</li> <li>• A post on the front veranda has wood rot and needs replacing; and</li> <li>• The kitchen floor of the Homestead needs replacing / repair work.</li> <li>• No quotes have been sought by FHS or Council for the above works other than concreting of the</li> </ul>	Complete

## Item 13.3 Attachment A: Updates Table as at 10 September 2018

	<p>gravelled floor. Council's Building and Facilities team will work with FHS to identify the scope of repairs/upgrades works including costings for Council consideration at a future time.</p> <p>Concrete works are now complete at the Ballam Park Homestead Buggy Shed in time for the Frankston Historical Society's 50 year Anniversary being held on the 5th of May, an event to which a number of Historical dignitaries will be attending. The works were completed at a cost of approximately \$15,000.</p> <p>The existing gravel flooring was removed and replaced with levelled concrete which has improved the shed's overall cleanliness and better weather-proofed its walkable surface. It will also reduce the shed's long-term upkeep and damage costs, allow visitors with wheelchairs and walkers full access and movement around the shed and improve the preservation conditions for the historical assets it accommodates. Importantly, it will raise the Homestead's overall presentation to a standard worthy of its state and national significance. No other works are planned at this time.</p>	
2D The reinstatement of the windmill facing Cranbourne Road from Ballam Park.	Windmill was reinstated in May 2018 at a cost of around \$3,500.	Complete
2F Wellness equipment for adults / seniors.	<p>Frankston City has outdoor exercise equipment currently located in Carrum Downs Recreation Reserve and Beauty Park. Equipment is located adjacent to walking tracks. It is not known how regularly this equipment is utilised, however outdoor exercise equipment has become a wide trend in local parks where it can be incorporated into a walking circuit or a trip to the local park with the kids.</p> <p>Equipment types vary from simple bars and beams to more complex outdoor machines with higher levels of capital investment and maintenance costs. Based on earlier installations, it is estimated that a small pod of simple equipment such as those at Carrum Downs Recreation Reserve could cost approximately \$15,000 - \$20,000. This cost would vary depending upon the number of equipment, type of equipment and the layout. To determine the value of this type of activity to the community, desired locations, layout and equipment type, consultation with community is recommended.</p> <p>Additionally, Council is currently working on its 'Leisure Strategy' that will identify the leisure requirements of the whole Frankston community. The strategy currently underway, when completed, is likely to provide an insight into the need for outdoor wellness equipment for adults/seniors. Once received, further site specific consultation can be undertaken to determine the needs in different locations including Ballam Park.</p>	Complete
2G Illumination of the prominent Ballam Park gateway signage adjacent to the water fountain."	<p>The illumination of the prominent Ballam Park gateway signage adjacent to the water fountain works are part of the design works for Ballam Park Masterplan implementation program.</p> <p>These works were completed in April 2018 and the gateway signage is operating as intended.</p>	Complete
<p>3c <b>Additional Item – OM 6 14 May 2018</b></p> <p>The inclusion of minor planting costs in the total sum for the proposed overflow car park.</p>	It is envisaged that any planting associated with the proposed overflow car park would total no more than \$20,000 and may include semi-advanced trees, understory plants, footpaths and water sensitive urban design elements (WSUD). Provision for these costs have been included within the overflow car park upgrade budget as outlined below. Please refer to <b>Attachment B</b> .	Complete

## Item 13.3 Attachment A: Updates Table as at 10 September 2018

<b>Additional Item - Car Park</b> This item was raised at a meeting with Councillor Bolam	A preliminary carpark layout has been prepared for Ballam Park off Cranbourne Road near Karingal Veterinary Hospital. The layout makes use of the existing fenced off area and provides parking for 32 vehicles. Please refer to <b>Attachment B</b> .  The estimated cost is around \$300,000, which includes an allowance of \$50,000 should the installation of a turning lane on Cranbourne Road be required once consultation with VicRoads takes place. This project will be the subject of a capital works budget bid for the FY2019/20 Council budget.	Complete
<b>Additional Item - Ballam Park Lake</b> This item was raised at a meeting with Councillor Bolam	A location has been determined for a lake or water feature in Ballam Park near the corner of Karingal Drive and Naranga Crescent in the 'Scouts and Green Precinct'. This was also identified in the Frankston City Council Integrated Water Action Plan 2016-2026 as the Ballam Park stormwater treatment and harvesting project. Please Refer to <b>Attachment C</b> .  The estimated cost in the Plan is \$850,000. Further project scoping is needed to more accurately define the project in terms of the type of wetland or lake and the integrated water features incorporated into the project.	Complete
<b>Ongoing Items (as at 10 September 2018)</b>		
<b>4. Additional Item – OM 6 14 May 2018</b>  Writes to the relevant authority expressing concerns about the condition of the Telecom Substation at Ballam Park. Council notes that graffiti damage to the site is not being regularly removed, its fence line is regularly vandalised and its overall presentation is not in line with the amenity of the area. The Council is to request the sought improvements and the response is to be included in the September report.	A letter was sent to the relevant authority as specified on 14 June 2018. A site meeting was arranged with a representative from Telstra in late June. Telstra currently has no plans to decommission the existing substation and has confirmed that there are arrangements in place to remove 'Graffiti' on a needs basis, as required.  It was also discussed that Telstra, with input from Council officers, will look at any potential opportunities to undertake some tree planting along the boundary of substation and Ballam Park to discourage graffiti activities in the future.  Council officers are currently preparing a plan for proposed tree planting within Telstra property for their consideration and approval.	Ongoing
<b>2A The reactivation of the water fountain at Ballam Park.</b>	Expressions of Interest will be sought in September 2018 for a consultancy to consider improvements to the Ballam Park entry precinct on Cranbourne Road including; the reactivation of the water fountain, the enhancement of the tired entry feature, possible lighting, avenue tree planting and upgrade of pedestrian footpath connections. These works are scheduled to be completed as part of the Capital Works Program for the FY2018/19 where a budget of \$172,000 (includes \$22,000 budget carry forward from FY2017/18) has been allocated for various improvement works within Ballam Park.	Ongoing
<b>2B The repair of historical fence associated with the Ballam Park Homestead.</b>	The Frankston Historical Society (FHS) has previously sought quotes to extend the 'post and rail' fence along the driveway from Cranbourne Road. The quote for the fence exceeded the available funding to cover the cost of the works in FY2017/18 so the project didn't proceed.	Ongoing

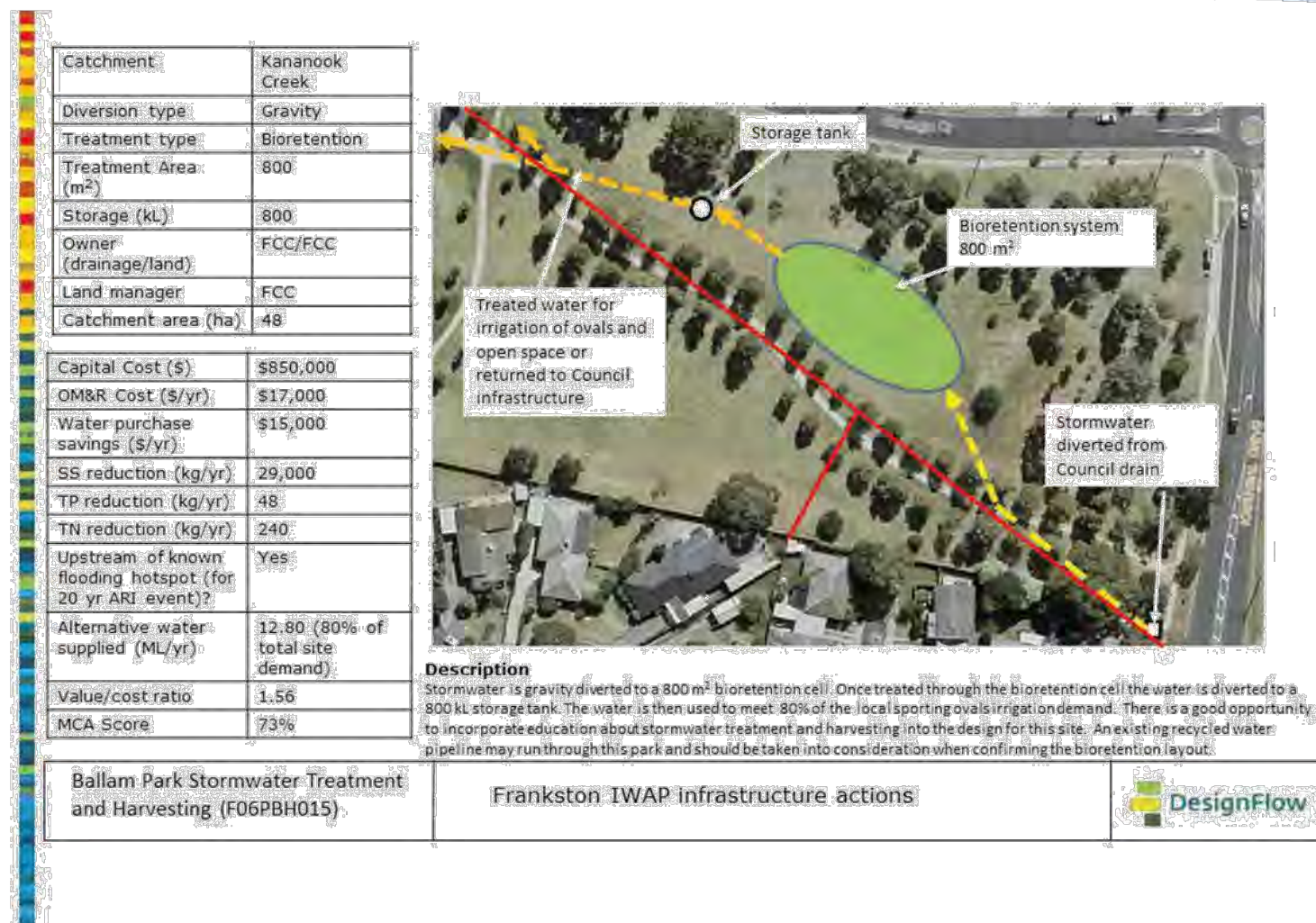
**Item 13.3 Attachment A: Updates Table as at 10 September 2018**

	A quote was received and accepted in July 2018 for \$9,000 to extend the historical fence as part of the Fence Replacement program where \$130,000 has been allocated in the capital works budget for FY2018/19. The works are scheduled for completion by October 2018.	
2E The creation of a dog 'roam free' area (ie. fencing, signage, water provisions, pet friendly agility and play equipment, waste bags etc.) in the space between the Telecom Substation and the Ballam Park Homestead.	There was an adjusted budget allocation of \$75,000 in the Capital Works budget for the FY2017/18 to undertake these works in the general vicinity of space between The Telecom Substation and the Ballam Park Homestead. The works are expected to cost around \$70,000.  Works commenced to install the dog agility park in June 2018 with works scheduled for completion in September 2018 ready for Council's 2018 Pet's Day Out in October.	Ongoing
3a <b>Additional Item – OM 6 14 May 2018</b>  The formal offer of a bronzed statue of a local luminary at Ballam Park.	Council officers are having internal discussions with the Arts and Culture department to consider the suitability of candidates that could be commemorated in Ballam Park. The outcome of this will then be submitted to the Frankston Art Board for consideration by late 2018. An update will be provided in the next report in early 2019.	Ongoing
3b <b>Additional Item – OM 6 14 May 2018</b>  The installation of a CCTV unit at the Ballam Park toilets.	Council officers are currently investigating options for installation of CCTV at this location. An update will be provided in the next report in early 2019.	Ongoing
3d <b>Additional Item – OM 6 14 May 2018</b>  The creation of a 'green zone' in the north-east quadrant of Ballam Park (i.e. Ballam Park Primary School) for the purpose of bulk tree Plantings and native flora.	For internal strategic planning purposes the area in the north east corner of Ballam Park has been designated as the Scouts and Green Precinct. The existing gravel footpath was upgraded to an exposed aggregate concrete path in FY2017/18. Council officers intend to consider the possibility of additional landscape enhancements to this precinct as part of the Capital Works Program for FY2018/19 where a budget of \$172,000 has been allocated for various improvement works within Ballam Park.	Ongoing
3e <b>Additional Item – OM 6 14 May 2018</b>  The installation of a prominent sculpture/monument near the proposed overflow car park.	Council officers are having internal discussions with the Arts and Culture department on the procurement and/ or commissioning of a suitable public art installation in the south east corner of Ballam Park close to the proposed overflow park. The cost to commission and fabricate a public art element would be in the order of \$50,000 - \$70,000. Advice will be sought from the Frankston Art Board on the details of an artist's brief to procure the public art by late 2018. An update will be provided in the next report in early 2019.	Ongoing
3f <b>Additional Item – OM 6 14 May 2018</b>  Soft lighting in Ballam Park in the evenings.	Council officers intend to consider the possibility of soft lighting associated with improvements to pedestrian connectivity throughout the Park as part of the FY2018/19 Capital Works Program. An update will be provided in the next report in early 2019.	Ongoing

## Item 13.3 Attachment B: Ballam Park Overflow Car Park Concept Plan



## Item 13.3 Attachment C: Integrated Water Management Plan Ballam Park Lake



**Executive Summary****13.4 Response to 2018/NOM35 - Proposed Downs Estate Business Case**

*Enquiries: (Michael Papageorgiou: Community Development)*

Council Plan

Community Outcome:	1. Planned City
Strategy:	1.1 Community Infrastructure
Priority Action	1.1.6 Ensure community infrastructure and services match community need

**Purpose**

To brief Council on the proposal from University of Melbourne and Downs Estate Community Project Inc. to develop a business case for the 'Downs Estate Community Food and Science Hub'.

**Recommendation (Director Community Development)**

That Council:

1. Supports the proposal to develop a business case for a 'Community Food and Science Hub';
2. Refers funding of \$25K to the 2018-2019 Mid-Year Budget Review for further consideration; subject to State and/or Federal Government funding commitments, and
3. Rather than committing to participating on the Steering Committee, Council requests updates at various hold points and the ability to review and provide comments on the draft document prior to it being finalised.

**Key Points / Issues**

- At its meeting on 2 July 2018, Councillor Bolam tabled a Notice of Motion regarding a Proposed Downs Estate Business Case. Council resolved:  
*"It is noted that the University of Melbourne is engaging with the Friends of the Downs Estate community group to prepare a business case on the future sustainability of the site as a food security demonstration site. The business case will cost between \$80K to \$100K and subject to Council approval, the University of Melbourne is seeking \$25K contribution from Council. Should Council support the proposal, \$25K will be referred for consideration to the mid-year budget review."*  
*A report is to be provided to 10 September Ordinary Meeting outlining the proposal and considerations that will be detailed in the business case."*
- During the development of a Master Plan for the site in 2011-2013 considerable community interest was generated to activate the site for community use that was complementary to the ecological significance of the wetlands.
- The Downs Estate Community Project Inc. (DECP) was issued with a 12-month limited use licence for part of the site in December 2017 and have been holding weekly working bees to establish their food garden.
- DECP and the University of Melbourne (UoM) have been discussing opportunities to progress activation of the site through the development of a business case for a 'Community Food and Science Hub' that can be used to secure resourcing.

**13.4 Response to 2018/NOM35 - Proposed Downs Estate Business Case****Executive Summary**

- The proposal provided to Council (Attachment A) from UoM to develop a business case requests a \$25K contribution plus participation on the Steering Committee.
- All information for this report has been provided by the University of Melbourne in consultation with the Downs Estate Community Project Inc. (see Attachment A).

**Financial Impact**

The State Government has introduced the “Fair Go Rates” system, placing a cap on Council rates which has restricted the level of increases that Council can apply to its rate revenue. Rate revenue constitutes 63 per cent of all Council revenue.

The rate cap over the past two financial years has been 2.5 per cent and 2.0 per cent respectively and is 2.25 per cent in 2018-2019.

The rate cap percentages are based on the consumer price index which relates to the average increase in the prices of a range of goods and services, very few of which apply to the cost drivers of providing local government services. The cost of providing Council services has been increasing well in advance of the rate cap applied by State Government.

Over time this trend may lead to a reduction in the levels of service provided to the community and in Councils ability to fund both new facilities and the ongoing renewal of existing facilities.

Council will continue to evaluate the impacts of rate capping annually and needs to be mindful of these outcomes in all Council decisions.

That Council refers funding of \$25K towards the development of a Business Case to the 2018-2019 Mid-Year Budget Review for further consideration subject to State and/or Federal Government funding commitments.

The UoM estimates the preparation of the business plan to cost approximately \$100K with contributions being sourced from FCC, the State and Federal Governments and UoM. Further details of the budget are provided by UoM in Attachment A.

UoM have also requested that Council has an active role on the Steering Committee for the Business Case. This is an additional resource strain that has not been considered in Officers’ work planning for this year and will take time away from other Council priorities.

**Consultation****1. External Stakeholders**

All information contained in this report has been provided to Council officers by UoM and DECP.

**2. Other Stakeholders**

This report has been prepared with input from the Planning and Environment Department. More generally the Specialist Vegetation, Facilities Maintenance, Community Safety, Community Development and Property Strategy and Portfolio units have been involved in the overall planning and management of Downs Estate.

**13.4 Response to 2018/NOM35 - Proposed Downs Estate Business Case****Executive Summary****Analysis (Environmental / Economic / Social Implications)**

UoM research identifies that consumers are more than ever driven by values of environmental awareness, ethical awareness, local sourcing, material and social resources, maintaining culture and natural environment, and equality when sourcing food. A local food hub at Seaford can provide farmers access to financially rewarding local markets which are economically viable for community members while providing jobs and opportunities to explore indigenous crops and localised environmental education. The development of a business case will result in FCC having a document that can be taken to investors, both government and private, and highlight the community potential of the site.

**Legal / Policy / Council Plan Impact**Charter of Human Rights and Responsibilities

The Charter of Human Rights and Responsibilities has been considered in the preparation of this report but is not relevant to the content of the report.

Legal

There are no statutory obligations associated with the preparation of a Business Case.

Policy Impacts

This proposal is consistent with the Environment Strategy 2014-24 (Action 2.5.1E - Encourage community-led initiatives such as community gardens,.....) and the Health and Wellbeing Plan 2017-21 (Priority 1.1: Healthy and active living; Priority 5.1: Sustainable use of resources). 'Establish the Downs Estate as a community venture' is a priority in the Community Plan 2017-21.

Officer's Declaration of Interests

Council officers involved in the preparation of this report have no Conflict of Interest in this matter.

**Risk Mitigation**

A contribution of \$25K plus officer time is a significant investment from Council. The preparation of a business case is not a guarantee of any future investment in the site and the outcomes of the business case may not align with Council priorities.

Community expectation may be that Council will support and deliver the Business Case in its entirety which may not be the case.

**Conclusion**

The UoM and DECP have approached Council to support the preparation of a Business Case for the development of a 'Community Food and Science Hub'. They are requesting Council contribute \$25K plus participation on the Steering committee.

The preparation of a Business Case will provide our Council with some guidance on whether these activities are sustainable at this site and a document that can be used to seek investment.

It is recommended that Council support the proposal to develop a business case for a 'Community Food and Science Hub' and refer the funding of \$25K to the 2018-2019 Mid-Year Budget Review for further consideration subject to State and/or Federal Government funding commitments. Furthermore, Council requests updates at various hold points and the ability to review and provide comments on the draft document prior to it being finalised rather than committing to participating on the Steering Committee.

**13.4 Response to 2018/NOM35 - Proposed Downs Estate Business Case****Executive Summary**

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**ATTACHMENTS**

Attachment A: [↓](#) Concept Note: Downs Estate Community Food and Science Hub - University Of Melbourne

Attachment B: [↓](#) Letter from University of Melbourne

**13.4 Response to 2018/NOM35 - Proposed Downs Estate Business Case  
Officers' Assessment****Background**

At its meeting on 2 July 2018, Councillor Bolam tabled a Notice of Motion regarding a Proposed Downs Estate Business Case. Council resolved:

*"It is noted that the University of Melbourne is engaging with the Friends of the Downs Estate community group to prepare a business case on the future sustainability of the site as a food security demonstration site. The business case will cost between \$80K to \$100K and subject to Council approval, the University of Melbourne is seeking \$25K contribution from Council. Should Council support the proposal, \$25K will be referred for consideration to the mid-year budget review.*

*A report is to be provided to 10 September Ordinary Meeting outlining the proposal and considerations that will be detailed in the business case."*

The University of Melbourne (UoM) and Downs Estate Community Project Inc. (DECP) have provided Council with a concept note for progressing the development of a business case for a Community Food and Science Hub (Attachment A).

**Issues and Discussion**

In 2017, representatives from the DECP committee and the UoM began discussing opportunities to progress the activation of Downs Estate.

In partnership with the DECP, the UoM is committed to the development of a business case that can mobilise the resources required to transform the Downs Estate into an innovative sustainable community food and science hub. The business case development is estimated to cost approximately \$100K with contributions being sourced from the FCC, the State and Federal Government and the University of Melbourne. It is anticipated that the business case would take 6-8 months to develop in order to then advocate for larger resources to achieve the vision.

UoM state that a \$20-25K investment in the business case development from Council will result in Council having a significant project investment document that can be taken to local, state, federal and private investors for contributions. Furthermore, the business case will highlight the significant community asset potential of the site through the identification of employment opportunities in a range of sectors as well as bringing science and science education to the communities in the catchment.

However, the preparation of a business case is not a guarantee of any future investment in the site and the outcomes of the business case may not align with Council priorities.

**Options Available including Financial Implications**

Option 1: Support the UoM and DECP proposal to develop a business case for a 'Community Food and Science Hub' and refer the funding of \$25K to the 2018-2019 Mid-Year Budget Review for further consideration subject to State and/or Federal Government funding commitments.

Option 2: Support the UoM and DECP proposal to develop a business case for a 'Community Food and Science Hub' but don't contribute any funding.

Option 3: Advise UoM and DECP that Council does not support the development of a business case for a 'Community Food and Science Hub'.

**13.4 Response to 2018/NOM35 - Proposed Downs Estate Business Case****Officers' Assessment**

If Council resolves to support Option 1 or 2, it is recommended that rather than committing to participating on the Steering Committee, Council requests updates at various hold points and the ability to review and provide comments on the draft document prior to it being finalised.

There are no current resources included within the Annual Budget for this purpose. Consideration for funding will need to be referred to the Mid-Year Budget Review.

## **DRAFT Concept Note: Down's Estate Community Food and Science Hub**

### **Progressing the Development of a Business Case: A Partnership Between the Down's Estate Community Project and the University of Melbourne**

**August, 2018**

#### **Request to Frankston City Council**

DECP and UoM are requesting FCC support the development of the Business Case for the Down's Estate Community Project at Down's Estate, Seaford. We request a \$25,000 contribution to this task and additionally request FCC has an active role on the Steering Committee for the Business Case.

#### **Background and Rationale**

Situated at the northern end of Seaford wetland, alongside Old Wells road the Down's Estate is a large 20 hectare site. For the millennia before white settlement it was part of Carrum-Carrum swamp that supported a substantial wetland ecology and Aboriginal population.

It was the last farm in Seaford and as such has historic value for Frankston. For much of the 1900's the site was owned by Harry Down, a renowned saddler and whip maker and was used for horse raising and cattle grazing. The structures on site are a large farm shed, a farm house, water tanks and the more recently added 500m length of the Peninsula-link bike track. It abuts the Ramsar boundary and has environmental significance as a buffer zone for the wetlands. It was pasture for many decades and aside from the ephemeral pond in the southwest corner, the site is near empty of indigenous flora. It has been receiving both Council and community attention as to its best use and environmental restoration. Other neighbouring properties include the BMX track, the Motorcycle Park, the Peninsula model aircraft club and the Patterson Lakes housing estate. In the early 1990's Frankston City Council (FCC) moved to purchase the land after significant encouragement from the local community and the acquisition was finalized in 2007.

In 2011, a tender from the FCC was called to establish a vision and recommendations for use of the site and a series of community consultations were held initially in 2011 and 2012. The community broadly agreed that the site needed to accommodate the following considerations in any proposed site activation:

1. The site needs to act as a buffer zone for the wetlands and not compromise the wetlands in any way.
2. That the site contribute to food security for the local and neighbouring communities through food growing and community education about food production including the production of indigenous foods.
3. The site be activated in genuine collaboration with the community, with activities to evolve over time and eventually become a thriving community based social enterprise with a range of activation options including education and job opportunities.
4. That the management of Down's Estate be considered in relation to the wetlands as a whole-of-site package that could align in ecological management, community education and ecotourism.

### **Partnership towards the Vision: DECP and the University of Melbourne**

In 2017, representatives from the DECP committee and the University of Melbourne began discussing opportunities to progress the Down's Estate activation and work towards achieving the collective community vision for the Down's Estate underpinned by a commitment to the aforementioned considerations. The Down's Estate at Seaford has the potential to become a centre for social and sustainable enterprise, utilising its unique environmental provenance, Peri Urban location and proximity to our food growing regions to the south east of Melbourne. The University of Melbourne (UoM) believes the Down's Estate offers significant community opportunities spanning population health and wellbeing through to environmental community science and enterprise assistance to local farmers and growers. UoM is committed to working in partnership with the DECP committee to develop a business case that can be used to secure the resourcing required from State and Federal initiatives.

### **The Downs Estate: A Unique Opportunity for Community Food and Science Hub**

The production and distribution of food through peri urban food hubs is garnering significant momentum at the local and global levels. In Australia there are a number of Federal, State and Local Government initiatives and opportunities to build resilience and security for food growing in Victoria. The UoM is part of a Commonwealth government's Collaborative Research Centre project (CRCp) aimed at building capability in peri urban food production through education and jobs with opportunity for local food enterprises. UoM research identifies that consumers are more than ever driven by values of environmental awareness, ethical awareness, local sourcing, material and social resources, maintaining culture and natural environment, and equality when sourcing food. The activation of a Community Food and Science Hub at the Down's Estate would benefit significantly from engagement with CRCp. The UoM wants to work closely with the DECP to study and document how food hubs will disrupt the current food supply chain models and bring better outcomes for growers and consumers.

Local food production and distribution hubs provide a marketing option that can connect growers to consumers. It is a new opportunity for growers, particularly small-holder growers to reach a market and for customers who purchase based on personal values. A local food hub at Seaford can provide farmers access to financially rewarding local markets which are economically viable for community members, including those who would pay premium for fresh locally grown produce, while providing jobs and opportunities to explore indigenous crops and localised environmental education.

### **Summary of Proposed Activities covered by the Business Case**

UoM proposes to support DECP in:

- the development of a small scale organic market garden that will grow food for sale and distribution to the local community; this will demonstrate the potential for local food production on smaller parcels of urban and peri urban land, including within the Green Wedge. This will include development of signature crops and premium crops.
- training in sustainable market gardening techniques including through hands-on education and on-the-job training
- development a food hub linked to the DECP market garden and supporting other local growers, especially small-holder growers.
- development of community science program covering from citizen science to tertiary training.
- engagement with the local indigenous community to support community connection and indigenous enterprise

With trusted capabilities in research and education the UoM can enhance the horticultural, environmental and sustainable outcomes for the development of the Down's Estate food and community science hub. This project seeks to answer fundamental questions and to build the capacities and expertise of the local community utilising:

- Capabilities in organic soil improvement to optimise the productivity and maintain the environment for native plants and waterways (Dorin Gupta)
- Horticultural expertise for development of indigenous crops and nutritionally beneficial traditional agriculture. Considering ideas like food security and food ladders, resource efficient greenhouses, germination techniques, Indigenous agriculture and small batch production. (Evan Bitner)
- Marketing and consumer education regarding nutritional benefit and use of Premium/ Indigenous Food. What are the consumption experiences that drive uniquely Australian foods for local markets? Considering ideas like Provenance stories, Range of food options, Products/ Recipes, Ecotourism and local branding. (Evan Bitner, Colette Day, Hollis Ashman)
- Virtual and local Food Hub opportunities. What makes a food hub business model sustainable? How do we incorporate emerging technologies of Block Chain, e-commerce and resource efficient cold chain to deliver a resilient food supply? How can we develop connections and with farmers and distribution sites to maximise opportunities for food growers and small holder farmers? (Hollis Ashman and Colette Day)
- Support for the DECP in its continuing Community Education role in the home or community based growing of organic food with its associated health benefits and in other environmental programs.

#### **Commitment to Communities**

Being connected to the UoM's CRCp will also ensure the Down's Estate project has access to and can utilise research capabilities for agriculture from the UoM's Dookie campus where we study optimisation of growing of indigenous plants, building transportable curriculum for tertiary and secondary students to study food preparation and nutrition as part of developing stronger communities. Our collaborative program will seek to model and optimize the local production and consumption of food to deliver fair prices to producers and food security for the growing urban population. Peri Urban Food hubs development will deliver sustained advantage for local, indigenous and disadvantaged communities, the environment as well as hospitality business, institutions, local food producers including those in the Green Wedge and government.

#### **Whole of Site Community Science Hub and Population Health and Wellbeing Asset**

The significant environmental characteristics of the Down's Estate and its bordering wetlands provide opportunities to develop a whole of site community science hub. From demonstrating and utilizing renewable energy technologies, sustainable building materials, understanding and studying migratory bird, natural flora and fauna and the watershed itself, the project offers significant opportunities for the engagement of the community into science. Together with partners we are committed to creating pathways to employment through skills development and work experience ensuring social connection and community engagement. The site clearly offers enormous ecotourism opportunity that is currently underutilized.

### **Business Case Development**

In partnership with the DECP, the UoM is committed to the development of a business case that can mobilise the resources required to transform the Downs Estate into an innovative sustainable community food and science hub. The business case development is estimated to cost approximately 100K with contributions being sourced from the FCC, the State and Federal Government and the University of Melbourne. It is anticipated that the business case would take 6-8 months to develop in order to then advocate for larger resources to achieve the vision laid out herein.

A committee comprising the DECP and UoM will oversee the Business case work and representatives from the Frankston City Council and Melbourne Water will be asked to participate on the committee. This work will include consultations with stakeholders, development of program options, drafting of site plans, development of budget scenarios and production of public information materials.

### **Indicative Budget for Business Case (100K)**

In developing a business case the steering group will oversee the engagement of a range of consultants who will be drawn where possible from the UoM but may also include some external consultants. The business case will develop a proposal based on short, medium and long term site activation proposal which each phase building on the success of the previous phase. The business case will consider the full site activation including partnerships with Melbourne Water and Tourism Victoria in the context of the ecotourism potential of the site. The business case will consider economic and social returns on investment.

Given the multiple aspects to the project and to the site itself we are proposing utilising consultants from the following areas as the basis for the business case development:

- Soil analysis, planting/food production/food distribution options and risk/risk mitigation
- Infrastructure and design options to support teaching, learning, community engagement, cooking, food distribution (both on and off site options)
- Wetland ecosystem (water, flora, fauna) and potential mobilisation of a community science/ecotourism site
- Indigenous engagement and central participation in site opportunities
- Stakeholder engagement and management considerations
- Project costings and the economic and social return on investment modelling
- Project investment and management strategy development

The 100K will allow the engagement of consultants in the aforementioned areas that will also be supported by an in-kind contribution from the UoM expected to total a minimum of 50k-75k. The in kind contribution has already been visible from the UoM through its engagement of senior researchers and project experts in the initial discussions and partnership meetings. The Department of Vet and Agriculture will coordinate the engagement of consultants from other faculties of the UoM including science, business

and medicine (Nicholas Thomson) as well as include direct engagement with the UoM's strategic leads for indigenous engagement and external strategic projects team.

#### **Return on Investment for the Frankston City Council**

A 20-25 K investment in the business case development from the FCC will result in the FCC having a significant project investment document that can be taken to local, state, federal and private investors for contributions. As the land owner, the FCC has a critical role in the future of the site and the development of the business case - that is done in partnership with the DECP and the UoM - will further develop the future partnership of the key institutions involved. This will support a vision of the FCC as an externally facing and community orientated council willing to consider the broader vision of long-term population health and wellbeing of the people of the catchment. Furthermore the business case will highlight the significant community asset potential of the site including through the identification of employment opportunities in a range of sectors as well as bringing science and science education to the communities in the catchment.



23 August 2018

Dennis Hovenden  
CEO  
Frankston City Council  
Frankston Civic Centre  
30 Davey Street  
Frankston VIC 3199

Dear Dennis,

I am writing on behalf of the School of Agriculture and Food within the University of Melbourne in support of the Downs Estate Community Project and the University of Melbourne initiative to develop a business case around the activation of the Downs Estate site.

Faculty and other University staff have been working closely over the last few months with the Downs Estate Community Project committee to ensure that we share similar views of the opportunity. That view includes the opportunity to support food security and build resilience for communities across the catchment. By looking at the potential of the site to build local food/ horticulture production capabilities including the production of Indigenous foods, the local area can begin to create markets for peri-urban agricultural products. With nation leading capabilities in research and education, the University of Melbourne could enhance horticultural, environmental and sustainable outcomes for the development of the Downs Estate.

The School of Agriculture and Food is also excited about the opportunity of working with the DECP committee and the FCC as well as other key stakeholders, in assessing the scope for enhancing community scientific engagement in the site through food/ horticulture production as well as through the adjacent Ramsar Convention designated catchment. The School of Agriculture and Food is interested in exploring the potential of this site development project and could contribute in-kind capabilities sourced from across the University, subject to reasonable likelihood of it sharing in the benefits of the project. Such an activity would be led by the School of Agriculture and Food but drawing on skills and expertise from across our various Faculties and support groups. These contributions would be expensive or impossible to replace if sourced through the private sector. Staff from within the School look forward to working with the FCC team in order to raise the necessary resources for the completion of a business case.

Generally, we would not see our resource commitment amounting to more than the tangible commitments made by other entities who are likely to share in any benefits.

Sincerely,

**Frank R. Dunshea PhD, FNSA, FAPSA, FASAP, RANutr**

Redmond Barry Distinguished Professor

Chair of Agriculture

Director of the ARC Food Value Chain Research Hub

Associate Dean Research and Research Training

Faculty of Veterinary and Agricultural Sciences

**Executive Summary****13.5 Response to 2018/NOM48 - Public Safety Reference Committee**

*Enquiries: (Leonie Reints: Community Development)*

Council Plan

Community Outcome:	2. Liveable City
Strategy:	2.2 Vibrant and Engaged
Priority Action	2.2.5 Improve the presentation and cleanliness of Frankston City

**Purpose**

To brief Council on the ability and the impacts of establishing a Public Safety Reference Committee.

**Recommendation (Director Community Development)**

That Council:

1. Notes the establishment of a Community Safety Network Local Safety Committee by the Victoria Police
2. Adopts Option 1 to expand the existing liaison committee led by Council's Community Safety Department to form the Community Safety Network Local Safety Committee to be led by Victoria Police and include representatives from community and other local organisations. Receives and notes the minutes of the Community Safety Network Local Safety Committee at the Ordinary Meeting following the Committee meeting.

**Key Points / Issues**

- At its meeting on 23 July 2018, Councillor Bolam tabled a Notice of Motion regarding the establishment of a Public Safety Reference Committee. Council resolved:

*That a report be provided to Council at the September Ordinary Meeting on the creation of a 'Public Safety Reference Committee'. The role of the committee will be to (but not limited to):*

- *Provide independent advice to Frankston City Council, Victoria Police and other relevant authorities/stakeholders;*
- *Advise Council and authorities/stakeholders on public safety matters, including crime prevention initiatives (both pro-active and re-active);*
- *Be advised of isolated public safety issues that may require assistance from other tiers of governments and authorities/stakeholders;*
- *Particular focus on promoting perceptions of safety (including civic pride);*
- *Reviewing crime statistics (including geographic statistical abnormalities: i.e. Frankston North vs. Frankston South) and confidence data, and responding to them in a meaningful manner, and;*
- *Considering how to rejuvenate and/or create a new community-wide approach to reporting crime and anti-social behaviour (i.e. Neighbourhood Watch revival).*

**13.5 Response to 2018/NOM48 - Public Safety Reference Committee****Executive Summary**

*The report is to consider committee composition, committee breadth and focus, committee meeting regularity and its Terms of Reference. A report is to be provided to Council quarterly, in the event the committee is formed, on the activities and recommendations of the committee.*

General crime within the Municipality has been decreasing since the start of 2017. Responses to anti-social behaviour are typically to be found at all levels of policy, strategy, funded programs and enforcement. Officers continue to work collaboratively with all relevant agencies to establish possible responses to anti-social issues and perceived crime issues across the municipality. Council co-ordinates a regular police liaison committee to share information and collaborative approaches to safety issues.

- Victoria Police have established a Frankston Community Safety Network Local Safety Committee the terms of Reference for which are at Attachment A.
- A NOM initiated Community Safety Reference Committee largely duplicates the efforts of the same people and as such is unlikely to attract Vic Police to the table

Victoria Police (Frankston) has been provided with funding to establish a Community Safety Network Local Safety Committee to assist with key local safety projects. The meetings will include but are not limited to:

- Public Safety Issues
  - Crime Statistics
  - Crime Prevention Initiatives
  - Major Developments (i.e. Young Street Upgrade)
  - Current Major Investigations (Confidential Items)
  - Changing any perceptions of crime / safety (civic pride)
  - Community Engagement ideas and projects
- It is a requirement of the Community Safety Network Project that a local committee be formed to provide local governance and oversight of the project proposal. Police have advised that they wish to build on the existing monthly liaison meetings between Vic Police and Council where enforcement issues and various safety concerns are discussed and actioned.
- The scope of the liaison will be expanded and community representatives invited to join. Membership of the Police led Public Safety Committee includes, but is not limited to:
  - Senior local Police including the Local Area Commander
  - Victoria Police Community Engagement Advisor
  - Representative from the Department of Justice
  - Relevant Council Officers (Community Safety)
  - Bayside Shopping Centre management and security
  - 3 Community Representatives
  - Peninsula Health representatives
  - Youth related leaders

**13.5 Response to 2018/NOM48 - Public Safety Reference Committee****Executive Summary**

- Alcohol and other drug stakeholders
- Stakeholder to represent Aboriginal & Torres Strait Islanders
- Stakeholder to represent Seniors
- Stakeholder working in Mental Health
- Stakeholder working with CALD groups
- Stakeholder working in Family Violence.

**Option 1:**

Work co-operatively with Victoria Police to expand the existing liaison committee led by Council's Community Safety Department to form the Community Safety Network Local Safety Committee to be led by Victoria Police and include representatives from community and other local organisations. The minutes of this committee would be presented to Council at the Ordinary Meeting following the Committee meeting for noting. This Option is recommended.

**Option 2:**

Form a Council led Public Safety Reference Committee. This has, should representatives agree to attend, duplicate time and effort. It is unlikely the Victoria Police would be available to attend two meetings. This option is not recommended.

**Financial Impact**

The State Government has introduced the "Fair Go Rates" system, placing a cap on Council rates which has restricted the level of increases that Council can apply to its rate revenue. Rate revenue constitutes 63 per cent of all Council revenue.

The rate cap over the past two financial years has been 2.5 per cent and 2.0 per cent respectively and is 2.25 per cent in 2018-2019.

The rate cap percentages are based on the consumer price index which relates to the average increase in the prices of a range of goods and services, very few of which apply to the cost drivers of providing local government services. The cost of providing Council services has been increasing well in advance of the rate cap applied by State Government.

Over time this trend may lead to a reduction in the levels of service provided to the community and in Councils ability to fund both new facilities and the ongoing renewal of existing facilities.

Council will continue to evaluate the impacts of rate capping annually and needs to be mindful of these outcomes in all Council decisions.

There are no financial implications associated with this report at this time for Council. Victoria Police have some funds to support local safety projects.

**Consultation****1. External Stakeholders**

Council officers meet with senior local Police on a monthly basis where various safety concerns are discussed and actioned.

**2. Other Stakeholders**

Where required other stake holders will be invited to attend the Community Safety Network meetings to provide expert advice. This may include social planners, medical professionals and relevant state agencies.

**13.5 Response to 2018/NOM48 - Public Safety Reference Committee****Executive Summary****Analysis (Environmental / Economic / Social Implications)**

Anti-social behaviour has a negative impact on the public realm which attributes drain on agency resources and affects the general amenity of the municipality. One of the focus points of the Community Safety Network is to identify crime prevention initiatives whilst also changing any perceptions of crime / safety (civic pride)

**Legal / Policy / Council Plan Impact**Charter of Human Rights and Responsibilities

All matters relevant to the Charter of Human Rights and Responsibilities have been considered in the preparation of this report and are consistent with the standards set by the Charter.

Legal

Where appropriate Council Officers enforce all relevant sections of General Local Law No 8, 2016 to address anti-social behaviour to improve the amenity in all areas of the Municipality. In addition Victoria Police have sufficient legislation to address all crime and anti-social behaviour matters whilst undertaking regular patrols of hot spot locations including the Central Activities Area.

Policy Impacts

There are no policy impacts related to this report.

Officer's Declaration of Interests

Council officers involved in the preparation of this report have no Conflict of Interest in this matter.

**Risk Mitigation**

Anti-social behaviour and crime have a compounding impact on the community. To mitigate against the impact on the community, Police and Council work in partnership to share intelligence and provide a consistent approach to addressing anti-social behaviour and crime within Frankston City.

**Conclusion**

Whilst it is acknowledged that there are some areas within the Municipality that have crime and anti-social behaviour issues, it should be noted that general crime within the Municipality has been decreasing since the start of 2017.

Based on best use of tax / ratepayers funds and available time resources of agencies and community members Option 1 is recommended.

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**ATTACHMENTS**

Attachment A:[↓](#) Terms of Reference - Public Safety Reference Committee



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## Community Safety Network Local Safety Committee

### Terms of Reference

#### CSN Local Safety Committee: overview

- The Local Safety Committee (LSC) will provide local community oversight and support for the Community Safety Network (CSN) project and its objectives.
- Victoria Police and Department of Justice and Regulation (DJR) representatives will act as the key contacts for the CSN.
- Where possible, the local safety committee will constitute the existing Community Safety Committee (CSC), or in the instance where local Victoria Police and DJR representatives believe more appropriate: an adapted (eg CSC sub-committee) or new committee will be created.
- In the instance where local Victoria Police and DJR representatives believe it is appropriate to have more than one local safety committee within one CSN location, the Victoria Police Divisional Superintendent and DJR Regional Director will provide written endorsement and oversight of the multi-committee set up and how the Crime Prevention project (and associated division of the \$50,000 funding allocation) will be managed.

#### Key responsibilities of CSN Local Safety Committee

##### In relation to the Victoria Police led community engagement:

- Provide advice and information regarding local community safety issues to help inform Victoria Police led community engagement. The committee's Victoria Police representative will act as conduit for this advice and information.
- Provide structured feedback following local CSN engagement to local networks and communities. This will help further disseminate outcomes and learnings from the consultations to the local community (via committee representatives).
- Include local community membership and input on the committee. This will facilitate the CSN's aim of providing uplift for a sustainable local platform for the local community to discuss and engage in local crime prevention issues, community safety responses and policing priorities.

##### In relation to the Crime Prevention Projects:

- Provide local governance, approval and oversight of project proposals in accordance with the established parameters, principles and governance of crime prevention project funding (see appendix 1).

##### General:

- Support sustained community intelligence, engagement and empowerment regarding local crime prevention issues, community safety responses and policing priorities.
- Facilitate improved community participation with, and intelligence to, local crime prevention entities.



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## **Appendix 1 Parameters, principles and governance of crime prevention project funding**

### **Overview:**

- Funding of \$50,000 for Crime Prevention Projects devolved to 12 CSN locations.
- LSC will provide local governance, approval and oversight of project proposals.
- For the 6 locations commenced in 2017-18 Financial Year, the final date for project funding approval is 1 June 2018. For the 6 locations commenced in 2018-19 Financial Year, the final date for project funding approval is 1 December 2018.
- DJR regional offices are the fund holders and will only transfer project funding for community projects once approved by the LSC.
- Projects must align with key principles.

### **Key principles for Crime Prevention Project:**

- A project must be driven by one or more of the following outcomes:
  - Preventing local crime
  - Increasing the local community's feelings of safety
  - Improving community understanding about community safety and operational policing priorities in their local area.

### **Project proposals must also:**

- align with local community feedback provided at Community Service Network forums, local consultations and/or online platforms.
- not clearly duplicate other government funding initiatives.
- demonstrate value for money
- be discrete and time limited, and completed by 30 October 2019
- not require ongoing funding (eg membership fees).

Funding for an approved project must be provided to and overseen by a legally incorporated body. This body will be the project's 'lead organisation'.

Lead organisation must have demonstrable capacity and capability to deliver project.



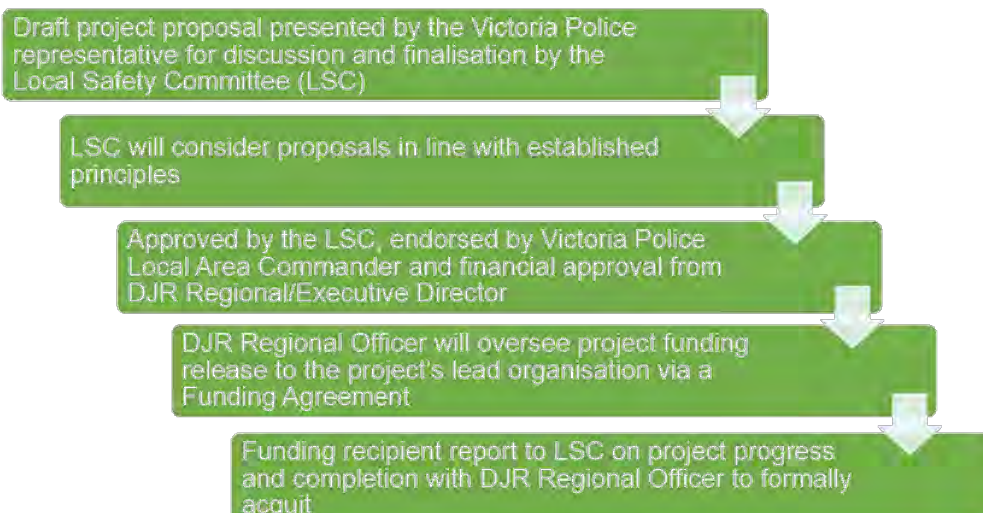
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### Project Proposal Development Process

- Preliminary discussion/s will occur at the Local Safety Committee (LSC) to finalise proposal content and suitable lead organisation, with discussions informed by CSN forums and community engagement.
- The LSC will also provide approval for preferred local approach to breakdown of the expenditure (e.g. number/expense of projects).
- Community Crime Prevention Unit can provide assistance about evidenced based approaches to issues identified by the community
- DJR Regional Officer will support development of a project proposal, alongside potential funding recipients, in consultation with the LSC (local Victoria Police representatives as key contact).
- DJR Regional Officer will ensure the proposal aligns with the key principles for funding including the strong connection to community voice.

### Approval process and governance





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## Appendix 2: General background to CSN project

- In December 2016, the Victorian Government released the 2017 Community Safety Statement in order to address community concerns relating to crime and safety.
- The Community Safety Statement included funding for a Department of Justice and Regulation (DJR) led Community Engagement project, with the aim of this project - the Community Safety Networks Project - to strengthen engagement between the community and police about local crime and safety issues.
- Community Safety Networks are being set up across 12 communities over the next two years, with the project designed around three interlinked components: Local Safety Committee engagement, Victoria Police led community engagement and community safety projects.
- Community Safety Networks are designed to:
  - Strengthen police engagement with the community;
  - Understand and respond to community safety issues across Victoria;
  - Invite all members of the general public to participate in community safety; and
  - Respond to local community safety concerns and crime prevention issues.



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and Regulation**Committee administrative arrangements and agreement****Committee title****Committee entity (e.g. Community Safety Committee, CSC sub-committee, different sub-committee, new committee)****Short explanation for suitability for CSN (100 words max)****Committee Chair and members (including organisation and/or identifying community representatives). N.B. Committee MUST include community representation****Explanation of quorum****Decision making process (e.g. consensus, majority vote)****Brief description of meeting frequency (including known meeting dates for 2018) and record keeping mechanisms****Committee contact person, email and phone numbers (mobile and landline)****I, the Chair of the committee, agree to the Terms of Reference on behalf of the committee:****Date:**

**14.1 2018/NOM54 - Tree Removal**

On 6 August 2018 Councillor McCormack gave notice of her intention to move the following motion:

1. That Council immediately cease all tree and vegetation removal and planning for tree and vegetation removal across the municipality, including for proposed boulevard plantings.
2. That Council clarifies that existing tree and vegetation removal was not the intention of Council and the removal of all mature trees from Cranbourne Road was not endorsed.
3. That Council replace the inappropriate foreign vegetation planted along Cranbourne Road between Fletcher Road and Moorooduc Highway with appropriate Native species to replace the native species removed at this location on such a mass scale.
4. That any future intention for the removal of native trees and vegetation be specifically brought before Council with full information for endorsement prior to any works being undertaken.

**COMMENTS BY DIRECTOR COMMUNITY ASSETS AND DIRECTOR COMMUNITY DEVELOPMENT**

Question for Consideration	
1. Has the NoM been discussed with the CEO and/or the relevant Director or Manager?	Yes
2. Is the NoM substantially different from any notice of motion or rescission motion that has been considered by Council and lost in the preceding six months?	No
3. Is the NoM clear and well worded?	<p>Yes</p> <p>Part 1 of the NOM refers to ceasing all tree and vegetation planning and removal across the municipality.</p> <p>Part 2 and 3 Council's Metropolitan Activity Centre Structure Plan (May 2015) and Action Plan highlight the importance of greening/boulevards approach to the City Centre which is also discussed further in the streetscape palette.</p> <p>Cranbourne Road is a major road under VicRoads care and management, and hence any future works such as tree and vegetation removal and/or planting of new trees would be subject to VicRoads approval.</p>

## 14.1 2018/NOM54 - Tree Removal

Question for Consideration	
	<p>Noting that VicRoads has previously indicated that it is not fully supportive of installation of large native trees such as eucalypts.</p> <p>Part 4 of the NOM requires any removal of native trees and vegetation be brought to Council for endorsement.</p> <p>It is understood from preliminary discussions with the Councillor that this NOM is intended to impact all vegetation removal, including the Cranbourne Road Boulevard and wider day to day operations across the municipality.</p>
<p><b>4. Is the NoM capable of being implemented?</b></p>	<p><b>Some changes are suggested.</b></p> <p>Part 1 of the NOM refers to ceasing all tree and vegetation planning and removal across the municipality (with Part 4 requiring any works to be endorsed by Council).</p> <p>All trees across the Municipality are protected by Tree Protection Local Law No. 22 and in some cases, the Planning Scheme. Council undertakes due process for all tree removal whereby the relevant Project Officer makes an application to the Planning and Environment department under the relevant legislation. In all cases where approval is given the Project must supply a form of offsets, either through replanting or through State legislation where applicable.</p> <p>As a necessity, Council also removes approx 200-300 trees each year for reasons including structural flaws (safety), service authorities (eg. tree adversely affecting SEW water main) and Road Management Plan implications. Given the nature of the above, reporting to Council would primarily be retrospective due to public safety and essential services legislation.</p> <p>If endorsed this NOM, as written, would create delays which may delay critical decisions for public safety and legislative obligations and potentially impact on community groups such as sports clubs (i.e. facilities not being ready for the beginning of a season) as well as Council's general ability to successfully deliver its annual Capital Works program.</p> <p>A register could be made available for Councillors to review at any time noting applications submitted to the Planning and Environment Department for tree removal either under consideration or where decisions have been made by delegated officers under the Local Government Act or Planning and Environment Act. This would provide better visibility to Councillors on any tree removal, particularly in relation to pending Capital Works Projects.</p> <p>In reference to Part 2 and 3, re the Cranbourne Road Boulevard project, a detailed memorandum was distributed to Councillors on 29<sup>th</sup> March 2018, prior to advertising the tender 11 May.</p> <p>The memorandum outlined the scope of works, concepts of</p>

14.1 2018/NOM54 - Tree Removal

Question for Consideration	
	<p>the palette and choice of vegetation and indicated the form of consultation being undertaken.</p> <p>Should Council consider removal of the trees it is recommended to first engage with the broader community on the proposed replacement. This would provide the opportunity to manage any alternate community views and assist in the planning and delivery of future stages of the Boulevard Tree Planting.</p>
<p>5. If the NoM is adopted, will a meeting be required with the relevant Director and Manager and Council officers in order to progress its implementation?</p>	<p><b>Yes</b></p>
<p>6. Is the NoM within the powers of a municipal Council?</p>	<p><b>Yes</b></p>
<p>7. Is the NoM free from overlap with matters for which the State and/or Federal Government are responsible?</p>	<p><b>No</b></p> <p>Cranbourne Road is a major road under VicRoads care and management, and hence any future works such as tree and vegetation removal and/or planting of new trees would be subject to VicRoads approval.</p> <p>Noting that VicRoads has planted Norfolk Island Pines in its Overton Road construction area and previously indicated that it is not fully supportive of installation of large native trees such as eucalypts.</p>
<p>8. Is the NoM consistent with all relevant legislation?</p>	<p><b>Yes</b></p>
<p>9. Is the NoM consistent with existing Council or State policy or position?</p>	<p>Council has an adopted Metropolitan Activity Centre Structure Plan (May 2015), which outlines the creation of green entry roads (boulevards) <i>“to create attractive and memorable streets and entrances through the FMAC”</i>. The Structure Plan Action Plan further seeks to lobby and work with VicRoads to improve the public realm at key entrances to the FMAC including along the ring road and at key entries such as Cranbourne Road, Hastings and Dandenong Road. Plantings in these locations are intended to create a <i>“strong image that makes a recognisable threshold to the CAA and a memorable City skyline when seen from a distance using tall iconic trees”</i> e.g. Araucarias. This is based on the existing Norfolk Island Pine trees in the vicinity – Davey Street</p>

## 14.1 2018/NOM54 - Tree Removal

Question for Consideration	
<p><b>10. Is the NoM consistent with Council's adopted strategic plan?</b></p>	<p><b>No</b></p> <p>The relevant strategic plan is the Metropolitan Activity Centre Structure Plan (May 2015), which is aligned with the Melbourne Plan Policy 4.1.3 (see excerpt below) and supported by consultation with the community and Vic Roads.</p> <p><b>Policy 4.1.3</b></p> <p><b>Strengthen Melbourne's network of boulevards</b></p> <p>Melbourne's grand boulevards—such as St Kilda Road, Victoria Parade and Royal Parade—are wide, generous, tree-lined spaces that serve multiple uses and can accommodate relatively tall buildings. Melbourne should aim to create contemporary boulevards that enhance the city's distinctiveness, extending these into parts of the metropolis that lack boulevards.</p> <p>Many local governments have been working to create local boulevards. These have taken different forms and use different styles, such as bush boulevards or avenues of honour.</p> <p>New boulevards will be progressively developed and will include planning for the urban growth area as well as transforming a network of selected existing road corridors across Melbourne.</p>
<p><b>11. Can the NoM be implemented without diversion of existing resources?</b></p>	<p><b>No</b></p>
<p><b>12. Can the NoM be implemented without diversion of allocated Council funds?</b></p>	<p><b>No</b></p> <p>The implementation of this NOM would require diversion of Capital Works funds in the FY2018/19 allocated for implementation of 'Boulevard Tree Planting' along Cranbourne Road and Nepean Highway as part of stage 2 and 3 works.</p>
<p><b>13. Are funds available in the adopted budget to implement the NoM?</b></p>	<p><b>No</b></p> <p>No funds are currently allocated for the proposed tree removal and replacement along Cranbourne Road.</p> <p>The available budget of \$434,000 in the Capital Works Program for FY2018/19 is for planting of new trees along Cranbourne Road and Nepean Highway as part of 'Boulevard Tree Planting' project.</p>

## 14.1 2018/NOM54 - Tree Removal

Question for Consideration	
<b>14.What is the estimated cost of implementing the NoM?</b>	<p>Year 1: \$70,000 (for Central median and nature strip on both sides along Cranbourne Road).</p> <p>Alternately, \$40,000 (for Central median only along Cranbourne Road).</p> <p>Recurring: \$25,000 per annum (for Central median and nature strip on both sides along Cranbourne Road).</p> <p>Native trees such as eucalypts are considered less tolerant to salt spray laden winds. This can affect young sapling development and also if disturbed are more susceptible to un- uniform growth resulting in higher maintenance costs.</p>

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**ATTACHMENTS**

Nil

**14.2 2018/NOM55 - Car Parking Provision Rates for outer suburban Melbourne**

On 4 September 2018, the Mayor Cr Hampton gave notice of his intention to move the following motion:

That Council:

1. Writes to the State Premier, the Hon Daniel Andrews MP and the Victorian State Minister for Planning, the Hon Richard Wynne MP condemning the recent State Government amendment (VC148) that affects planning schemes state wide.
2. Advocates to Councils that are members of the South East Melbourne regional group to consider and support Frankston's concerns on the ill-judged impact of Am VC148's reduced car parking rates on new development in outer suburban Melbourne Council areas
3. Seeks the support of the MAV to have the recently introduced parking rates repealed for outer suburban Melbourne areas.

**COUNCILLOR RATIONALE**

The recent State Government amendment that affects planning schemes state wide (VC148 gazetted on 31 July 2018) has undermined Council efforts to effectively plan for new development. Am VC148 has arbitrarily reduced the required level of car parking provision for all new development that is located in areas mapped as part of the state's Principal Public Transport Network (PPTN).

This was done without notice or formal advertising and took effect immediately.

The reduced car parking requirements apply to all land within 400 metres of 'high-quality public transport' on the Principal Public Transport Network. In Frankston this includes land adjacent to the Frankston railway line stations as well as the main bus routes along Frankston-Dandenong Road and Frankston-Cranbourne Road.

One direct result is that multi-dwelling developments in these areas are no longer required to provide visitor car parking on site. Frankston City Council has made strong efforts to date to ensure that new multi-dwelling developments in locations with no on-street parking available be required to provide additional visitor car parking on the development site itself, so as to protect local amenity. Am VC148 has now completely reversed Council's efforts.

**COMMENTS BY DIRECTOR COMMUNITY DEVELOPMENT**

Question for Consideration	
1. Has the NoM been discussed with the CEO and/or the relevant Director or Manager?	YES
2. Is the NoM substantially different from any notice of motion or rescission motion that has been considered by Council and lost in the preceding six months?	YES
3. Is the NoM clear and well worded?	YES

**14.2 2018/NOM55 - Car Parking Provision Rates for outer suburban Melbourne**

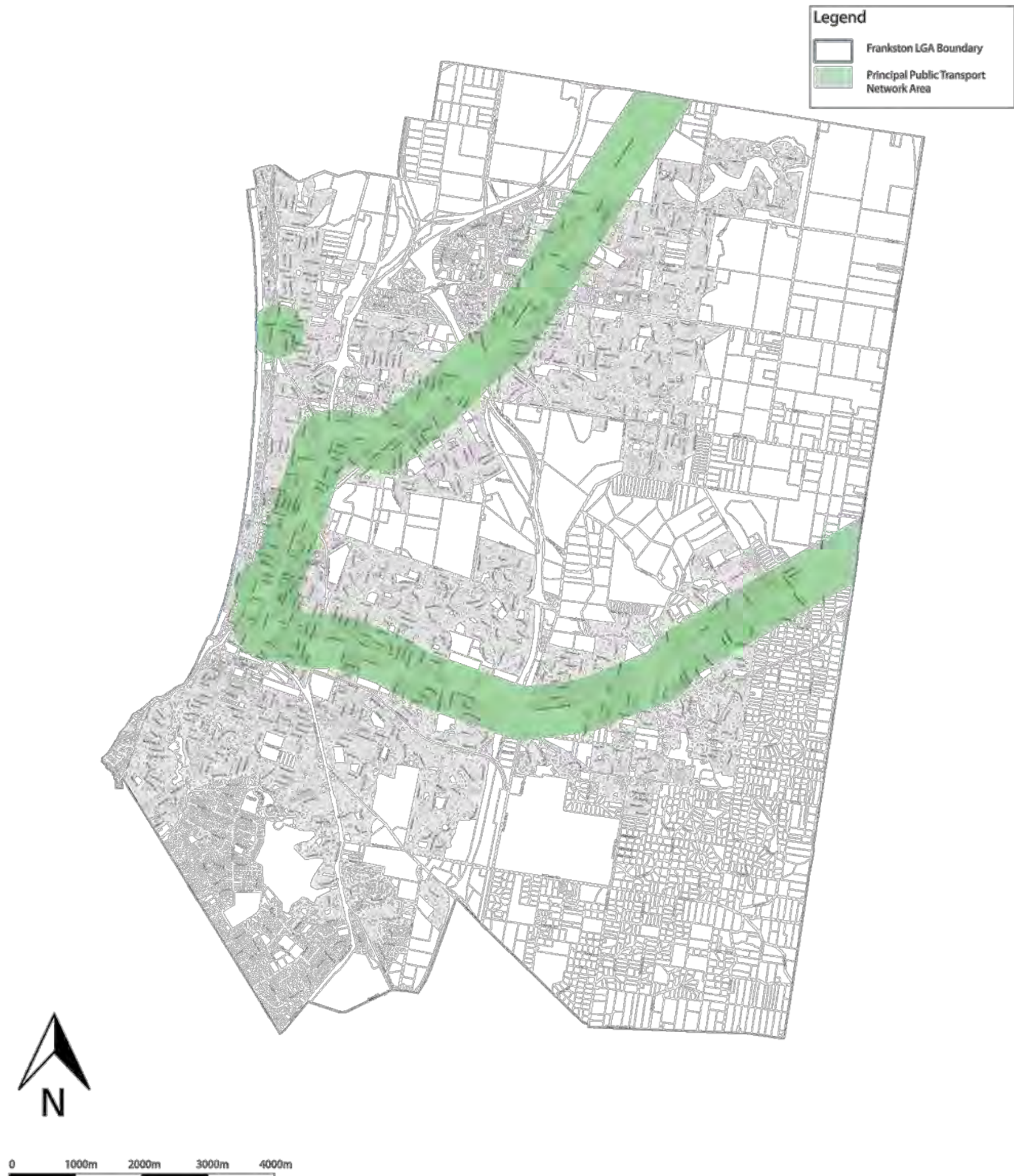
Question for Consideration	
4. Is the NoM capable of being implemented?	<b>YES</b>
5. If the NoM is adopted, will a meeting be required with the relevant Director and Manager and Council officers in order to progress its implementation?	<b>NO</b>
6. Is the NoM within the powers of a municipal Council?	<b>YES</b> Councils are expected to advocate on behalf of their residents.
7. Is the NoM free from overlap with matters for which the State and/or Federal Government are responsible?	<b>NO</b> This involves advocacy by Council to seek a change in planning controls by the State Government.
8. Is the NoM consistent with all relevant legislation?	<b>YES</b> Councils are expected to advocate on behalf of their residents.
9. Is the NoM consistent with existing Council or State policy or position?	<b>NO</b> The NOM is consistent with Council's position, but opposes a recent State Government regulation.
10. Is the NoM consistent with Council's adopted strategic plan?	<b>YES</b> The Council Plan promotes improvements to car parking.
11. Can the NoM be implemented without diversion of existing resources?	<b>YES</b>
12. Can the NoM be implemented without diversion of allocated Council funds?	<b>YES</b>
13. Are funds available in the adopted budget to implement the NoM?	<b>YES</b>
14. What is the estimated cost of implementing the NoM?	Nil

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**ATTACHMENTS**Attachment A: [!\[\]\(d85324e857a93a724dad1f201b543b34\_img.jpg\)](#) Principal Public Transport Network Area Maps - Frankston

# Principal Public Transport Network Area Map

## Frankston Planning Scheme



**17. CONFIDENTIAL ITEMS**

Section 89(2) of the Local Government Act 1989 enables the Council to close the meeting to the public if the meeting is discussing any of the following:

- (a) Personnel matters;
- (b) The personal hardship of any resident or ratepayer;
- (c) Industrial matters;
- (d) Contractual matters;
- (e) Proposed developments;
- (f) Legal advice;
- (g) Matters affecting the security of Council property;
- (h) Any other matter which the Council or Special Committee considers would prejudice the Council or any person;
- (i) A resolution to close the meeting to members of the public.

**Recommendation**

That the Ordinary Council Meeting be closed to the public to discuss the following Agenda items and all documents associated with the consideration and discussion of it, that are designated confidential information by me, pursuant to Section 77(2)(c) of the Local Government Act 1989 (the Act) on the following grounds

**C.1 Outcome of the Expression Of Interest for the Commercial Activities in Public Open Space Protocol**

Agenda Item C.1 Outcome of the Expression Of Interest for the Commercial Activities in Public Open Space Protocol is designated confidential as it relates to contractual matters (s89 2d)

**C.2 New Signature Event for Frankston City**

Agenda Item C.2 New Signature Event for Frankston City is designated confidential as it relates to contractual matters (s89 2d)

**C.3 Standing Grants 2018-2019**

Agenda Item C.3 Standing Grants 2018-2019 is designated confidential as it relates to Any other matter which the Council or special committee considers would prejudice the Council or any person (s89 2h)

**C.4 South East Country Regional Cricket Hub - Jubilee Park Frankston**

Agenda Item C.4 South East Country Regional Cricket Hub - Jubilee Park Frankston is designated confidential as it relates to contractual matters (s89 2d)

**C.5 Kerbside Hard Waste and Bundled Green Waste Collection Contract**

Agenda Item C.5 Kerbside Hard Waste and Bundled Green Waste Collection Contract is designated confidential as it relates to contractual matters (s89 2d)

**C.6 Variation to Kerbside Collection and Receipting Service Contract 2009/10-1**

Agenda Item C.6 Variation to Kerbside Collection and Receipting Service Contract 2009/10-1 is designated confidential as it relates to contractual matters (s89 2d)

**C.7 Response to 2018/NOM51- Prospective land acquisitions**

Agenda Item C.7 Response to 2018/NOM51- Prospective land acquisitions is designated confidential as it relates to Any other matter which the Council or special committee considers would prejudice the Council or any person (s89 2h)

**C.8 Chief Executive Officer Leave Request**

Agenda Item C.8 Chief Executive Officer Leave Request is designated confidential as it relates to Any other matter which the Council or special committee considers would prejudice the Council or any person (s89 2h)

**C.9 Chief Executive Officer Performance Review Outcomes and Key Performance Indicators for 2018/19**

Agenda Item C.9 Chief Executive Officer Performance Review Outcomes and Key Performance Indicators for 2018/19 is designated confidential as it relates to contractual matters (s89 2d):



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Signed by the CEO