



## COUNCIL MEETING AGENDA 2018/OM14 Monday 19 November 2018





# COUNCIL CHAMBERS

<b>Dennis Hovenden</b> Chief Executive Officer	<b>Cr Michael O'Reilly</b> Mayor	<b>Tim Frederico</b> Director Corporate Development
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<b>EA to Mayor &amp; Councillor</b> Business Support Officer	<b>Council Core</b> Business Support Coordinator	<b>Prue Digby</b> Municipal Monitor
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Cr. O'Connor

Cr. McCormack

Cr. Cunial

Cr. Hampton

Cr Bolam

Cr. Mayer

Cr. Aitken

Cr. Toms

EMT

EMT

Guest Speaker

MEDIA

MEDIA

**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 (1) 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.*

- (3) *In the event the Chair causes the removal of a Councillor from a meeting, the Chair must specify the period of time for which the removal will take effect.*

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

## **Live Streaming of Council Meetings**

Frankston City Council has been 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 the 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 the 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 19 November 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**

1.1 Written declaration by Cr O'Connor for Councillor Code of Conduct

1.2 Letter Under Seal Presentation

**2. CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

Ordinary Meeting No. OM13 held on 22 October 2018.

Special Meeting No. SP4 held on 31 October 2018.

Special Meeting No. SP5 held on 8 November 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

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Dennis Hovenden

**CHIEF EXECUTIVE OFFICER**

15/11/2018

Frankston City



**Executive Summary****11.1 Planning Application 316/2017/P/A - Shop 8/1095 Frankston-Dandenong Road, Carrum Downs**

*Enquiries: (Michael Papageorgiou: Community Development)*

Council Plan

Community Outcome:	1. Planned City
Strategy:	1.2 Development and Housing
Priority Action	1.2.1 Attract investment for new industry

**Purpose**

This report considers the merits of the planning application to amend the permit to increase the licenced area, vary the trading hours and increase the patron numbers at Shop 8/1095 Frankston-Dandenong Road Carrum Downs.

**Recommendation (Director Community Development)**

That an Amended Planning Permit be issued for Application No. 316/2017/P/A to amend the permit to increase the licensed area, vary the trading hours and increase the patron numbers at Shop 8/1095 Frankston-Dandenong Road Carrum Downs subject to the conditions contained in the officer's assessment.

**Key Points / Issues**

- The applicant seeks approval to increase the licensed area, vary the trading hours and increase the patron numbers allowed by the existing planning permit to sell and consume liquor at the 'Fat Chef' Cafe located Shop 8/1095 Frankston-Dandenong Road Carrum Downs.
- An additional external licenced area of 50.0 square metres that will accommodate eight (8) tables with seating for twenty-two (22) patrons is proposed.
- The patron numbers are proposed to be increased from 121 to 143.
- The hours/days of operation are proposed to be varied as follows:
  - Sunday to Thursday between 11:00am and 11:00pm (one (1) additional hour later).
  - On any other day between 11:00am and 1:00am (three (3) additional hours later).
  - Good Friday & Anzac Day between 12:00 noon and 1:00am (three (3) additional hours later).
  - Anzac Day (when it falls on Sunday to Thursday) between 12:00 noon and 11:00pm (one (1) additional hour later).
- External and Internal referral responses do not support alcohol trading until 1.00am at this venue.
- The proposal is considered to generally be consistent with the relevant planning controls and policy subject to limiting alcohol trading to 11.00pm.
- The matter is 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.

**11.1 Planning Application 316/2017/P/A - Shop 8/1095 Frankston-Dandenong Road,  
Carrum Downs****Executive Summary**

The rate cap over the past two financial years has been 2.5 per cent and 2.0 per cent respectively and will be 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 permit application is \$2,264 which represents a difference of \$999.40.

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

The application was referred to Victoria Police who did not object to the proposal however, do not support the trading in alcohol until 1.00am.

**2. Internal Referrals**

The application was referred internally to Council's Community Strengthening Department who raised concerns regarding the proposed hours for trading alcohol.

**3. Other relevant parties / stakeholders**

There are no other relevant parties/stakeholders.

**Notification of Proposal**

The proposal is exempt from notification under the Development Plan Overlay provisions at Clause 43.04-3 of the Frankston Planning Scheme.

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

The proposal to extend the red line area, vary the trading hours for the sale and consumption of alcohol and increase the patron numbers is in response to customer demand and will promote viability of the business. Restrictions placed on the hours associated with alcohol trading means that the proposal would have minimal if any impact on the amenity of the surrounding 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.

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.

**11.1 Planning Application 316/2017/P/A - Shop 8/1095 Frankston-Dandenong Road,  
Carrum Downs****Executive Summary**Legal

The proposal requires the planning permit to be amended pursuant to section 72 of the *Planning and Environment Act 1987*.

Policy Impacts

The relevant State and Local Planning Policies are Clauses 11 (Settlement), 17 (Economic Development), 21.04 (Settlement), 21.08 (Economic Development) and 52.27 (Licensed Premises).

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 satisfactory, subject to conditions, and should be supported as discussed throughout the report.

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**ATTACHMENTS**

Attachment A: [↓](#) Locality Plan - Aerial Photograph

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

Attachment C: [↓](#) Proposed Redline Plan

Attachment D: [↓](#) Existing Redline Plan

11.1 Planning Application 316/2017/P/A - Shop 8/1095 Frankston-Dandenong Road,  
Carrum Downs**Officers' Assessment****Summary**

<b>Existing Use</b>	Café (Food and Drinks Premises)
<b>Site Area</b>	290 square metres
<b>Proposal</b>	To extend the red line area, vary the trading hours for the sale and consumption of alcohol and increase the patron numbers.
<b>Site Cover</b>	N/A
<b>Permeability</b>	N/A
<b>Zoning</b>	Commercial 1 Zone
<b>Overlays</b>	Development Plan Overlay – Schedule 1
<b>Neighbourhood Character Precinct</b>	N/A
<b>Reason for Reporting to Council</b>	Application associated with Liquor

**Background****Subject Site**

The café known as the Fat Chef operates from Shop 8 in the Village Shopping Centre, located at 1095 Frankston-Dandenong Road, Carrum Downs.

The shopping centre largely serves the surrounding community and contains a number of different tenancies including Ritchies IGA and other specialty stores.

**Locality**

Shop 8 is located within the north-east corner of The Village Shopping Centre near the entrance from the carpark. It is not visible from Frankston-Dandenong Road, however, has a high profile when viewed from the car park.

There are adjacent residential areas to the north and south, and a large Council reserve providing a buffer to the residential area to the east. On the west side of the Frankston-Dandenong Road there is a mixture of industrial and residential uses.

**Site History**

Previous planning permit applications for the site include:

- 369/1997/P, approved 8/05/2000 - Development of a shopping centre and associated offices, use and development of a petrol station and community centre (pre-school and maternal and child health centre).
- 369/1997/P/A, approved 6/09/2016 - Section 72 to Amendment to Permit (including consideration of car parking requirements).
- 369/1997/P/B, approved 6/10/2016 - endorsed plans.

**11.1 Planning Application 316/2017/P/A - Shop 8/1095 Frankston-Dandenong Road,  
Carrum Downs****Officers' Assessment**

- 482/2004/P, approved 21/10/2004 - Construct offices and car parking.
- 1028/2004/P, approved 16/03/2005 - Signage for the shopping centre.
- 270/2006/P, approved 12/11/2015 - Alterations to existing signage.
- 452/2013/P, approved 31/10/2013, Internally illuminated and non-illuminated business identification signage and a reduction in the car parking requirement.
- 461/2015/P, approved 12/11/2015, Alterations to existing signage.
- 316/2017/P, approved 16/10/2017, to sell and consume liquor (Restaurant and Café Licence).

**Proposal**

The proposal seeks to make changes to the current Planning Permit 316/2017/P to:

- Vary the licenced area (Red Line plan) of the premises under Condition 1, to incorporate a further 50 square metres of licensed trading area.
- To alter Condition 2 to increase the maximum number of patrons from 121 to 143; comprising 92 internal seats and 51 external seats.
- To increase the hours of operation for the sale and consumption of alcohol to:
  - Good Friday & ANZAC Day between 12.00noon and 1.00am.
  - ANZAC Day (when it falls on a Sunday to Thursday) between 12noon and 11.00pm.
  - Sunday to Thursday between 11.00am and 11.00pm
  - On any other day between 11.00am and 1.00am

The applicant proposes to allow trade until 1.00am on Friday and Saturday nights and until 11.00pm on any other night.

Music will continue to be provided at a background level in accordance current restrictions.

**State and Local Planning Policy Frameworks**

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

- *Clause 11 – Settlement*
- *Clause 17 – Economic Development*

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

- *Clause 21.04 – Settlement*
- *Clause 21.08 – Economic Development.*

**11.1 Planning Application 316/2017/P/A - Shop 8/1095 Frankston-Dandenong Road,  
Carrum Downs****Officers' Assessment****Planning Scheme Controls**

A Planning Permit is required pursuant to:

- Clause 52.27 (Licensed Premises) of the Frankston Planning Scheme to use land to sell or consume liquor as a new licence is required under the *Liquor Control Reform Act 1998*.

**Notification of Proposal**

- The proposal is exempt from notification under the provisions of Development Plan Overlay at Clause 43.04-3 of the Frankston Planning Scheme.

**External Referrals****Victoria Police**

The application was referred to Victoria Police who did not object to the proposal, however, do not support the supply of alcohol on the site until 1.00am.

**Internal Referrals****Community Strengthening**

A summary of the comments received from Community Strengthening:

- The extended hours of operation are not supported for this venue.
- The restaurant is located in a community shopping centre and late licensing may cause noise issues for surrounding housing; especially resulting from the outdoor and louvered roof area.
- The venue has a star rating of three out of five; indicating there have been issues with licence compliance.
- The area is well serviced by public bus routes up 9.30pm daily, and to 11.50pm on Friday and to 12.30am on Saturday.
- The activation within the area is limited after 9.00pm/10.00pm which is not ideal for patron safety.

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

It is considered that the proposal does appropriately response to some, but not all, State and Local Planning Policies as discussed below:

**Clause 11.03-1R – Activity Centres – Metropolitan Melbourne**

**Strategies;** *as relevant*

*Locate new small scale education, health and community facilities that meet local needs in or around Neighbourhood Activities Centres.*

*Ensure Neighbourhood Activity Centres are located within convenient walking distance in the design of new subdivisions.*

**Clause 17.02 Commercial****Clause 17.02-1S – Business**

**11.1 Planning Application 316/2017/P/A - Shop 8/1095 Frankston-Dandenong Road,  
Carrum Downs****Officers' Assessment**

**Objective** – *To encourage development that meets the community's needs for retail, entertainment, office and other commercial services.*

**Clause 21.04 – Settlement**

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

**Clause 21.08 – Economic Development**

**Objective 1** – *Reinforce existing activity centres and to encourage them to provide a wide range of goods and services, consistent with their role in the activity centre hierarchy.*

**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.*

The licensed cafe is considered to be located within a commercial area. Conditions on the existing permits seek to protect the amenity of the surrounding residential area which is discussed in more detail below.

**Trading Hours**

The existing restaurant is located within an established Neighbourhood Activity Centre that serves the Carrum Downs North area. The initial planning application for approval to sell and consume liquor at the café, was considered at the Council meeting of 16 October 2017.

At the time the applicant sought approval for greater trading hours, which was not supported by Council. Council resolved that alcohol trading at the cafe should finish by 10.00pm. The Council decision was based on the localised role of the shopping centre, it being a stand-alone centre and to demonstrate a consistent approach of having lesser hours of liquor trading in smaller shopping centres.

The Fat Chef Café has been operating for over twelve months and no amenity complaints arising from its operation have been referred to Council. The Richies IGA supermarket located within the shopping centre maintains the same opening hours as twelve months ago; closing daily at 9.00pm. There is little other activity happening within the shopping centre into the late evening.

Comments received from referrals do not support alcohol trading until 1.00am at this venue. This is because it is a local restaurant and is not in a major activity centre. To support otherwise would not be consistent with the relevant Planning Policy. However, it is considered that a small increase in the liquor trading hours would be reasonable. Council has supported recent planning applications in smaller shopping centres allowing liquor trading at cafes/ restaurants until 11.00pm.

Condition 3 of the planning permit is recommended to be amended accordingly should liquor trading be supported to 11.00pm.

**11.1 Planning Application 316/2017/P/A - Shop 8/1095 Frankston-Dandenong Road,  
Carrum Downs****Officers' Assessment*****Patron Numbers***

The application seeks to increase the patron numbers by 22; from 121 to 143. The reason for this is in response to customer demand. Maximum patronage would be in the evenings and the restaurant operates with staggered evening booking times.

The premises are located within a neighbourhood activity centre and Planning Policy highlights these are smaller scale activity centres that provide service to the surrounding area.

It is considered the increase in patron numbers by 22 can be readily accommodated by the premises and requires Condition 2 of the planning permit be amended to show a maximum of 143 patrons permit at any one time without impact to the surrounding area.

It is considered there is sufficient car parking available to accommodate the increase in patronage. Amended Planning Permit 369/1997/P/A approved in 2016, considered a reconfiguration of the parking layout and extension of the café. The respective delegate report identified there are 268 on site car spaces provided which exceeds the 255 spaces requirement.

***Extended Red Line Area***

The increase of the current red line area includes an external area located on the north-east side of the café adjacent to the car park, providing seating for 22. It is located well away from any residences, the closest being approximately 35 metres to the north. There is an existing high acoustic fence and screen planting located along the northern boundary of the shopping centre adjacent to the neighbouring residences. There is also a large Council reserve east of the car park providing buffer to adjacent residential areas. It is considered there would be minimal potential noise impact on nearby residences resulting from the increased redline area.

***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.

It is recommended that the amended proposal would will not trade after 11pm so therefore the cumulative impact assessment would not apply.

***Liquor Accord***

Council supports the responsible serving of alcohol in a consistent manner throughout the municipality. A permit note will be included on any planning permit issued encouraging the permit holder to become a member of the Frankston Liquor Industry Accord.

**11.1 Planning Application 316/2017/P/A - Shop 8/1095 Frankston-Dandenong Road,  
Carrum Downs****Officers' Assessment****Analysis (Economic and Social Implications)**

It is considered that the proposal will have positive economic development implications. Social impacts are considered to be positive, providing an area for patrons to consume liquor in a managed and clearly delineated area within an existing café.

**Recommendation (Director Community Development)**

That Council resolves to issue an Amended Planning Permit in respect to Planning Permit Application number 316/2017/P for the supply and consumption of liquor for a restaurant and café licence associated with the use of park of the land as a food and drink premises (as of right) in a Commercial 1 Zone at Shop 8/1095 Frankston-Dandenong Road, Carrum Downs, subject to the following conditions:

**No Alterations**

1. The use and/or development as shown on the endorsed plans must not be altered without the prior written consent of the Responsible Authority.

**Patron Numbers**

2. A maximum of 143 patrons shall be permitted at any one time, unless with the prior written consent of the Responsible Authority.

**Liquor Licence Requirements**

3. Unless with the prior written consent of the Responsible Authority, the selling or consumption of alcohol must only take place within the approved red line plan and at the premises during the following hours:
  - Sunday to Thursday between 11:00am and 11:00pm.
  - On any other day between 11:00am and 11:00pm.
  - Good Friday & Anzac Day between 12:00 noon and 11:00pm.
  - Anzac Day (when it falls on Sunday to Thursday) between 12:00 noon and 11:00pm.

**Permit Expiry**

4. This permit will expire if one of the following circumstances applies:
  - The use of the land under clause 52.27 is not commenced within two years of the date of the permit.
  - The use of the land under clause 52.27 ceases to operate for a continued period of two years.

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

**11.1 Planning Application 316/2017/P/A - Shop 8/1095 Frankston-Dandenong Road,  
Carrum Downs****Officers' Assessment**

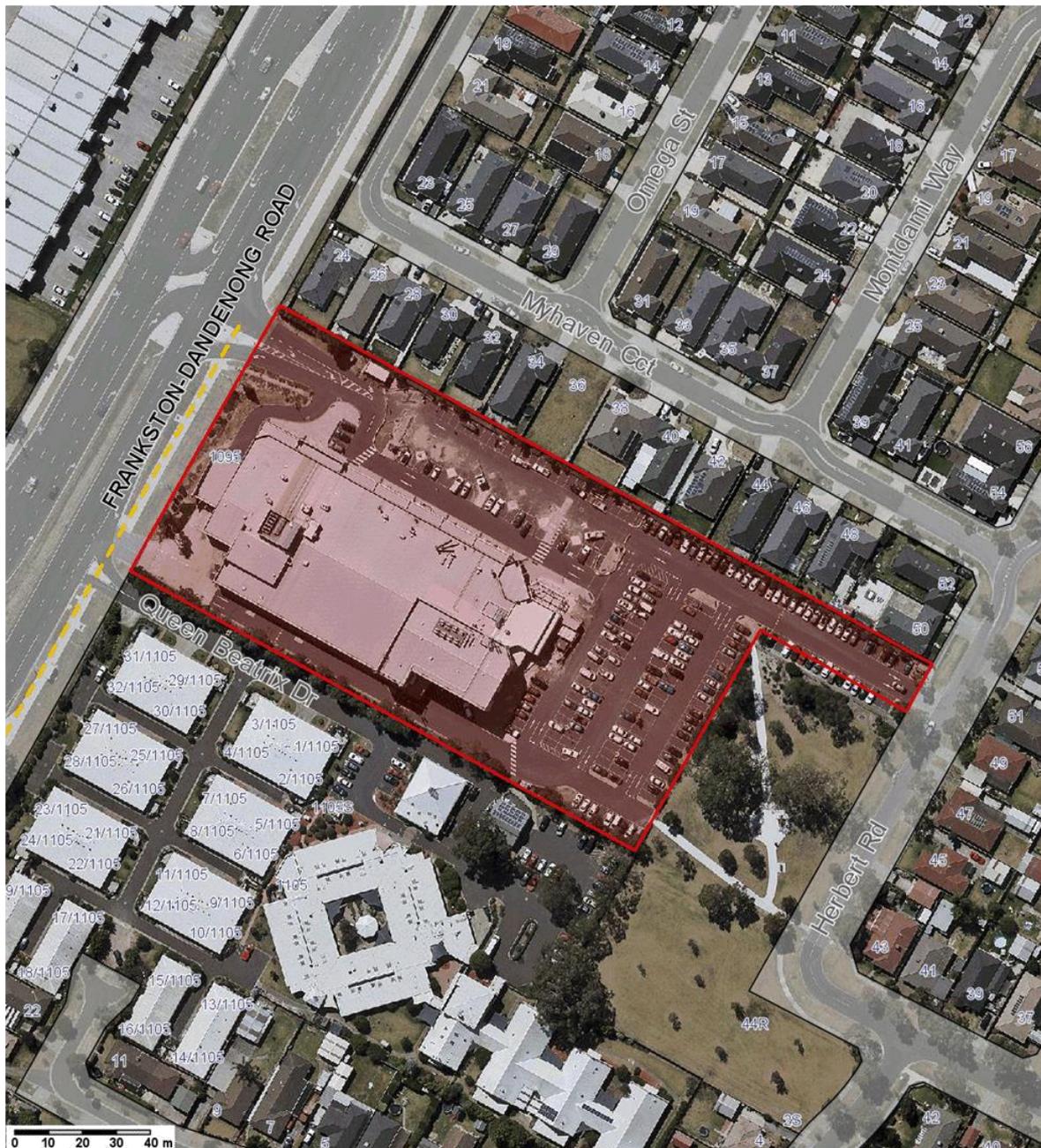
must obtain a non-refundable Asset Protection Permit from Frankston City Council's Infrastructure Department.

- 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.

- D. The owner/applicant of the subject site should join and comply with the Frankston Liquor Industry Accord, which requires the member to serve liquor in a responsible manner.

Town Planning Application 316/2017/P - Shop 8/1095 Frankston Dandenong Road Carrum Downs



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Projection: GDA94 / MGA zone 55

Scale: 1:1562

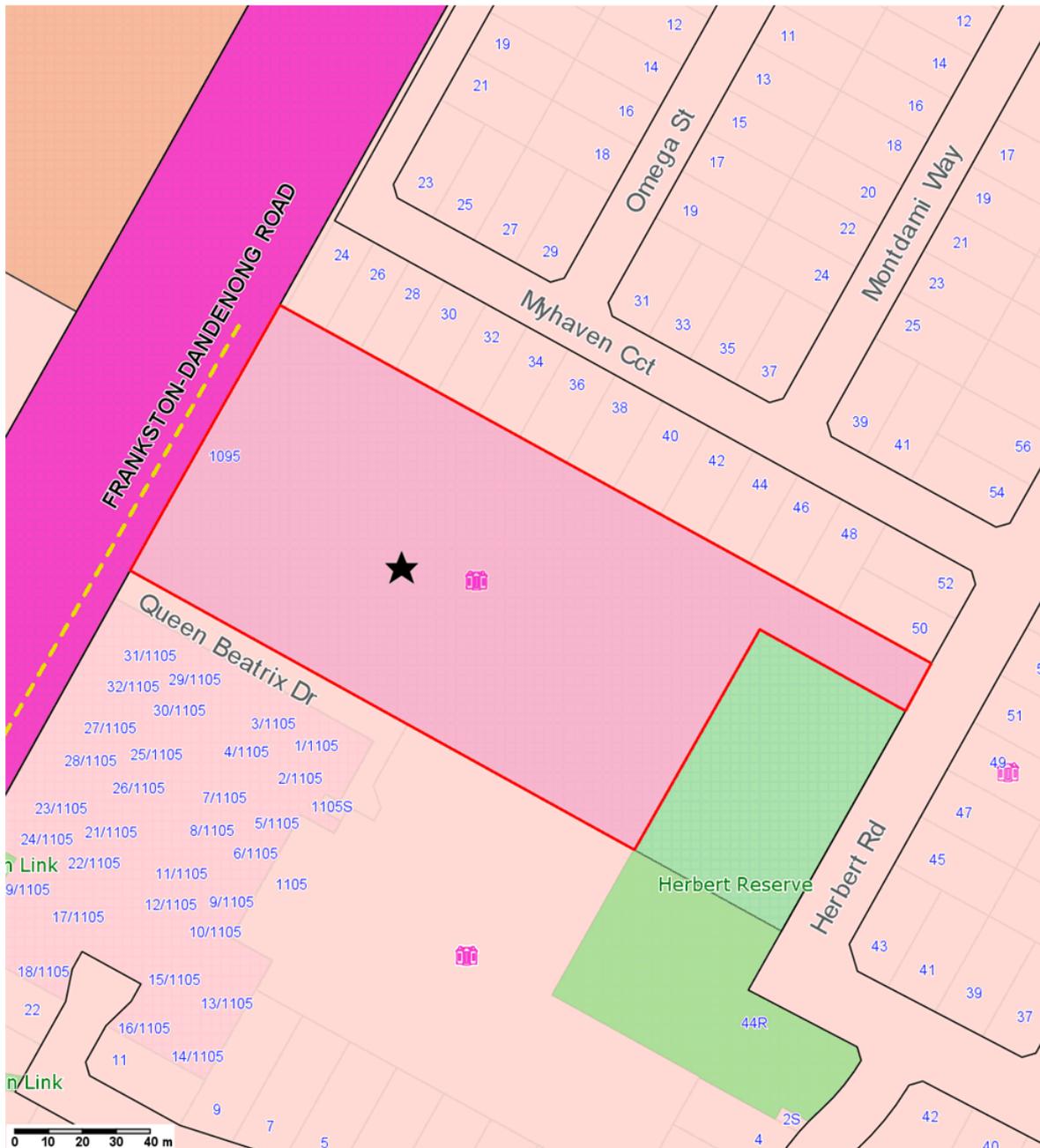
Date Printed: 15/09/2017

Time Printed: 11:21 AM

Issued by: Vanessa Neep

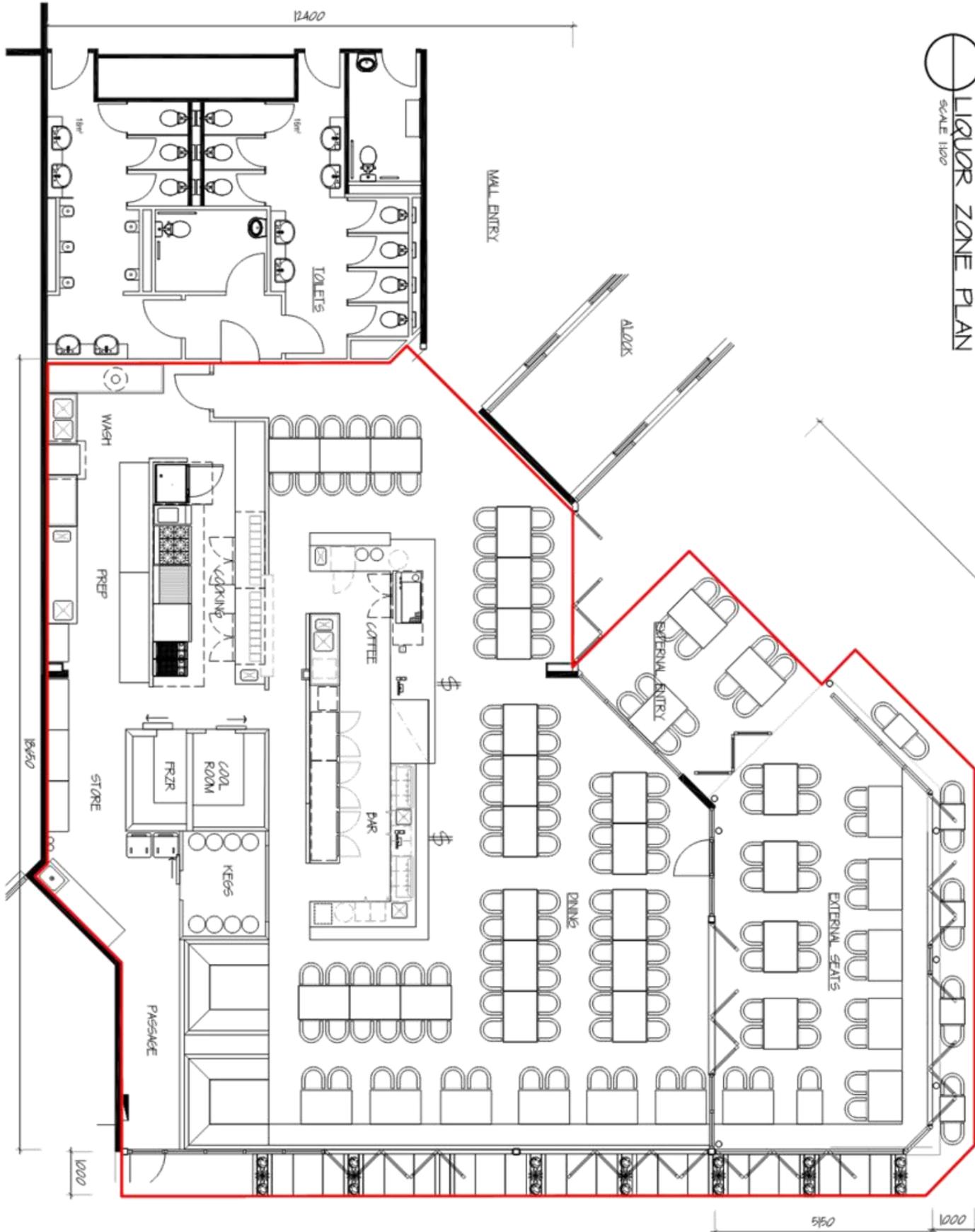


Town Planning Application 316/2017/P - Shop 8/1095 Frankston Dandenong Road Carrum Downs  
Subject Site ★ No Objectors



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LIQUOR ZONE PLAN  
SCALE 1:100



LOCATION MAP

SUBJECT SITE

- INTERNAL AREA  
246 m<sup>2</sup>
- EXTERNAL AREA  
99 m<sup>2</sup>

**SITE ADDRESS**  
SHOP &  
CARRUM DOWN'S SHOPPING CENTRE  
FRANKSTON - DANDEENONG RD  
CARRUM DOWN'S, VIC



461 80 480 927 089 Telephone 0412 518 093 jay@corsinterior.com.au

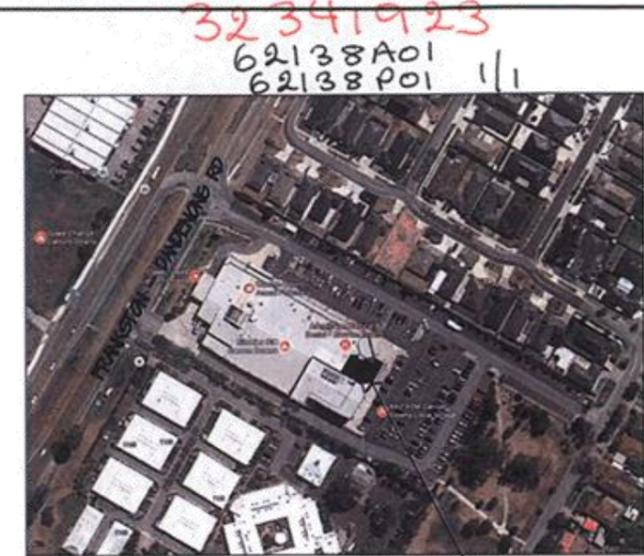
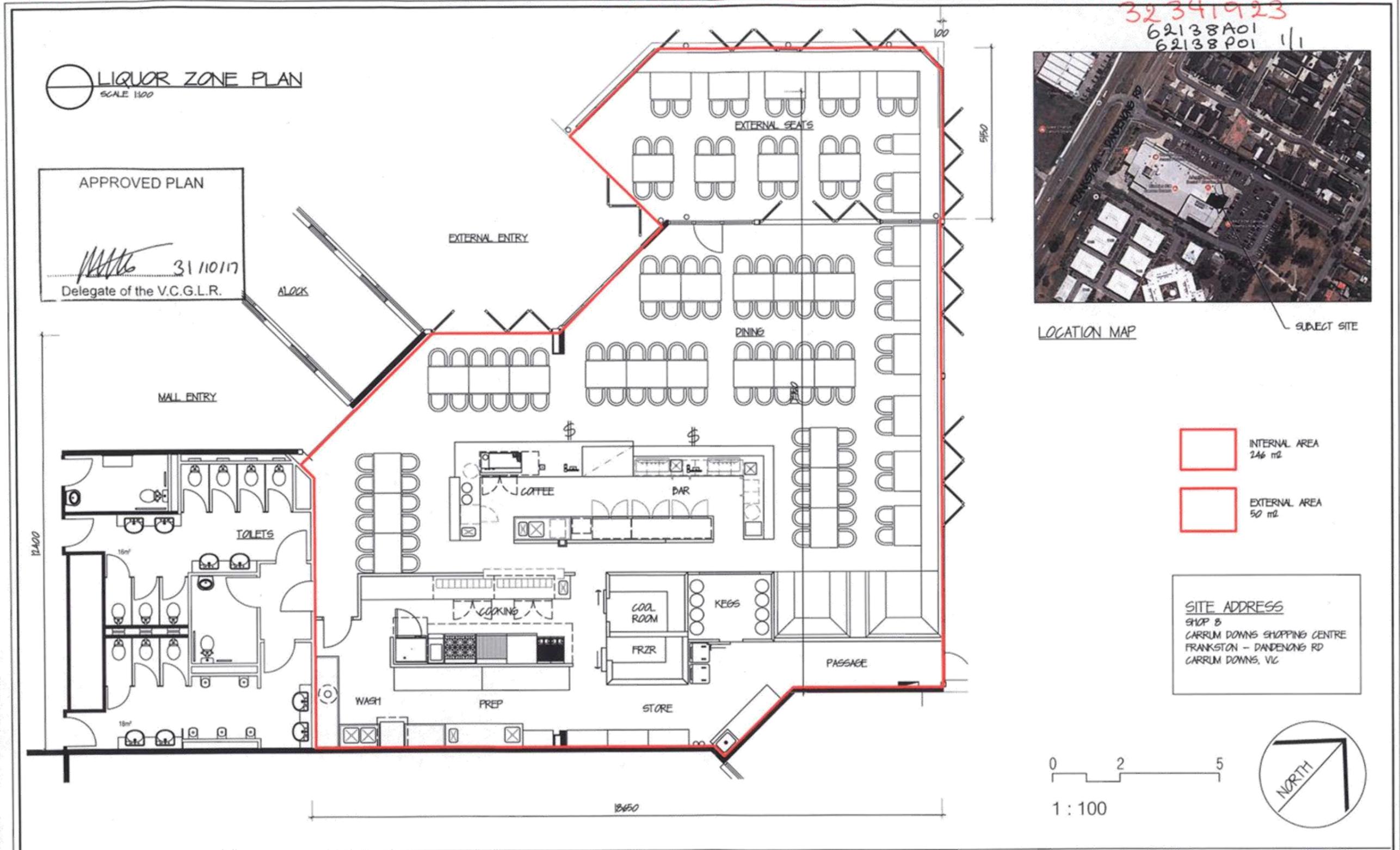
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NO	REVISION	DATE

LIQUOR ZONE

PROJECT - CLIENT  
G105 - CARRUM  
LIQUOR ZONE PLAN

SCALE  
1:100 @ A3  
DATE  
04/07/2016  
JOB NO.  
1540  
DRAWN BY  
JC  
DWG NO.  
LQ01



**CORSO INTERIOR ARCHITECTURE**  
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NO.	REVISION	DATE

**LIQUOR ZONE**

**PROJECT - CLIENT**  
 GIOS - CARRUM  
**LIQUOR ZONE PLAN**

SCALE 1:100 @ A3	DATE 04.07.2016
JOB NO. 1540	DRAWN BY JK
DWG NO. LQ01	

**Executive Summary****11.2 Planning Application 317/2018/P - Factory 13/684-700 Frankston-Dandenong Road, Carrum Downs - To use the land for a restaurant, to sell and consume liquor and a waiver of Clause 52.34 bicycle facilities requirements of the Frankston Planning Scheme.**

*Enquiries: (Michael Papageorgiou: Community Development)  
(Helen Francis: 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 Planning Application No 317/2017/P to use the land at 13/684-700 Frankston-Dandenong Road Carrum Downs for a restaurant, and to sell and consume liquor (on-premises liquor licence) under the requirements of the Frankston Planning Scheme.

**Recommendation (Director Community Development)**

That a Planning Permit be issued to use the land at 13/684-700 Frankston-Dandenong Road Carrum Downs for a restaurant, and to sell and consume liquor (on-premises liquor licence), subject to the conditions contained in the officers assessment.

**Key Points / Issues**

- The applicant seeks approval to use Factory 13/684-700 Frankston-Dandenong Road Carrum Downs for the purpose of an Indian restaurant, that will provide for the sale and consumption of alcohol (On Premises Licence) and for a waiver of the bicycle facilities requirements under Clause 52.34 of the Frankston Planning Scheme.
- The applicant proposes to operate the restaurant seven (7) days a week from 10.00am to 11.00pm (excluding Anzac Day and Good Friday) and would also involve consumption of alcohol.
- The restaurant provides maximum seating for 80 people, has a stage/dance floor area, bar, kitchen/freezer, staff and customer amenities and office area.
- Sufficient car parking provided adjacent to the restaurant with 32 spaces available which meets the car parking requirements of Clause 52.06 of the Frankston Planning Scheme.
- The proposal was exempt from notice under the provisions of the Development Plan Overlay (Clause 43.04) of the Frankston Planning Scheme and there were no objections raised by referrals.
- The proposal is considered to generally be consistent with the relevant planning controls and policy, with a slight reduction made to the hours of liquor trading at the premises not commencing prior to 11.00am.
- The matter is 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.

**11.2 Planning Application 317/2018/P - Factory 13/684-700 Frankston-Dandenong Road, Carrum Downs - To use the land for a restaurant, to sell and consume liquor and a waiver of Clause 52.34 bicycle facilities requirements of the Frankston Planning Scheme.****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 no financial implications associated with this report.

The permit application fee paid to Council is \$2,572.20. The average cost to process a planning permit application is \$2,264 which represents a difference of \$308.20.

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

The application was referred externally to Victoria Police who raised no objection.

**2. Internal Referrals**

The application was referred internally to Council's Community Strengthening Department who raised no objection and indicated that a partial reduction of the bicycle facilities requirement should be supported.

**3. Other relevant parties / stakeholders**

There are no other relevant parties / stakeholders.

**Notification of Proposal**

The proposal was exempt from notification under the Development Plan Overlay provisions at Clause 43.04-3 of the Frankston Planning Scheme.

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

It is considered the proposal will support the local economic growth and employment opportunities in Carrum Downs. There would be a maximum of six (6) staff on the premises at any one time to assist with service and supervision of the operation. It would make good use of a currently underutilised building in a small industrial precinct that supports complementary business activities. This would assist in strengthening the economic viability of the local area.

The proposal also provides opportunity to enrich the social and entertainment experience offered to the local community in Carrum Downs.

**11.2 Planning Application 317/2018/P - Factory 13/684-700 Frankston-Dandenong Road, Carrum Downs - To use the land for a restaurant, to sell and consume liquor and a waiver of Clause 52.34 bicycle facilities requirements of the Frankston Planning Scheme.****Executive Summary****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 Clauses 33.01-1, 52.27 and 52.34 of the Frankston Planning Scheme.

Policy Impacts

The relevant State and Local Planning Policies are Clauses 11 (Settlement), 17 (Economic Development), 21.03 (Settlement) and 21.08 (Economic Development) are considered.

Should a permit be issued, the applicant 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, subject to some changes, is satisfactory and should be supported as discussed through the report.

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**ATTACHMENTS**

- Attachment A: [↓](#) Locality Plan - Aerial Photograph  
Attachment B: [↓](#) Locality Plan - Zone Map  
Attachment C: [↓](#) Site Plan, Red Line Plan & Car Parking Layout

**11.2 Planning Application 317/2018/P - Factory 13/684-700 Frankston-Dandenong Road, Carrum Downs - To use the land for a restaurant, to sell and consume liquor and a waiver of Clause 52.34 bicycle facilities requirements of the Frankston Planning Scheme.**

**Officers' Assessment**

**Summary**

<b>Existing Use</b>	Factory/showroom (vacant)
<b>Site Area</b>	972 square metres
<b>Proposal</b>	To use the land for a restaurant, provide for the sale and consumption of alcohol (On Premises Licence) and waiver the bicycle facilities requirements under Clause 52.34 of the Frankston Planning Scheme.
<b>Site Cover</b>	N/A
<b>Permeability</b>	N/A
<b>Zoning</b>	Industrial 1 Zone
<b>Overlays</b>	Development Plan Overlay – Schedule 1
<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 located at Factory 13/684-700 Frankston-Dandenong Road, Carrum Downs, and is at the south-west corner where it intersects with Boundary Road.

The single storey building has a 33.1 metre frontage to Frankston-Dandenong Road, a 35 metre frontage to Boundary Road and glazed interface with the roads. The total floor area is approximately 972 square metres. This is in a high profile location and clearly visible from road frontages.

The building has a glazed interface with the two street frontages. There are a total of 32 car spaces available located adjacent to the premises. There are 28 car spaces at Frankston-Dandenong Road frontage and four (4) car spaces at the rear of the building.

There is landscaping along the Frankston-Dandenong Road frontage of the site and wide grassed area between the building and Boundary Road to the north.

***Locality***

Factory 13 is within an industrial precinct comprising a mix of uses including restricted retail premises, warehouses, trade supplies, convenience shops and cafés. The adjacent factory units to the west include a small Indian take away café, spice importers and sales and meditation centre.

**11.2 Planning Application 317/2018/P - Factory 13/684-700 Frankston-Dandenong Road, Carrum Downs - To use the land for a restaurant, to sell and consume liquor and a waiver of Clause 52.34 bicycle facilities requirements of the Frankston Planning Scheme.****Officers' Assessment**

The area to the north on the opposite side of Boundary Road forms part of the Green Wedge. The residential areas are located on the east side of Frankston-Dandenong Road and south of the industrial complex. The Village shopping centre is also located nearby, 300 metres to the south-east, which offers a limited range of retailing, an IGA supermarket, a café (Fat Chef) and takeaway food outlets.

**Site History**

Previous planning permit applications for the site include:

- Planning Permit 562/2001/P, for Factory/Showrooms, approved 23/11/2001.
- Planning Permit 653/2013/P, to use the site as restricted retail premises, display a business identification sign and partial waiver of car parking requirements, approved 20/06/2014.

**Proposal**

It is proposed to use the subject site for the purpose of a restaurant, to be known as Curry World, that will provide Indian cuisine and offer the sale and consumption of alcohol with meals under an On-Premises Liquor Licence. Associated entertainment will also be made available to patrons including music and party acts.

The building has a total floor area of 972 square metres of which 830 square metres will be available for public use (dining, stage and amenities areas).

It is proposed the restaurant will operate seven (7) days a week, between 10.00am to 11.00pm (excluding Anzac Day and Good Friday).

Maximum seating is for 80 people; consisting of ten (10) tables with eight (8) seats to each; there is a stage/dance floor area, bar, kitchen/freezer, staff and customer amenities and an office area.

A maximum of four (4) full time staff members and two (2) casual staff members will be on the site at any one time.

There are 32 car spaces available comprising 28 car spaces at the front of the building (Frankston-Dandenong Road) and four (4) spaces at the rear.

The applicant also seeks a waiver (reduced to zero) of the bicycle facilities requirement under Clause 52.34 of the Frankston Planning Scheme.

**State and Local Planning Policy Frameworks**

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

- **Clause 11 – Settlement**

*Planning is to recognise the need for, and as far as practicable contribute towards (as relevant):*

- *Health, wellbeing and safety.*
- *Diversity of choice.*
- *Economic viability*

**11.2 Planning Application 317/2018/P - Factory 13/684-700 Frankston-Dandenong Road, Carrum Downs - To use the land for a restaurant, to sell and consume liquor and a waiver of Clause 52.34 bicycle facilities requirements of the Frankston Planning Scheme.**

**Officers' Assessment**

- *A high standard of urban design and amenity*
- *Accessibility.*
- *Land use and transport integration.*

*Planning is to prevent environmental and amenity problems created by siting incompatible land uses close together.*

- **Clause 17.02 – Commercial**  
**Clause 17.02-1S – Business**

**Objective** – *To encourage development that meets the community's needs for retail, entertainment, office and other commercial services.*

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

- **Clause 21.03 – Vision and Strategic Framework**  
**Council Plan**

- *Promote Frankston as a dynamic and vibrant place to do business.*

**Strategic Framework Plan**

- *Major industrial development and consequent job creation is encouraged at Carrum Downs*

- **Clause 21.08 – Economic Development**

**Key Issues** (as relevant) – *Minimising potential conflicts between industrial, commercial and residential areas.*

**Planning Scheme Controls**

A Planning Permit is required pursuant to:

- Clause 33.01-1, to use the land for a restaurant.
- Clause 52.27, to sell or consume liquor on the land.
- Clause 52.34-3, to reduce the bicycle facility requirement.

**Notification of Proposal**

The proposal was exempt from notification under the Development Plan Overlay provisions at Clause 43.04-3 of the Frankston Planning Scheme.

**11.2 Planning Application 317/2018/P - Factory 13/684-700 Frankston-Dandenong Road, Carrum Downs - To use the land for a restaurant, to sell and consume liquor and a waiver of Clause 52.34 bicycle facilities requirements of the Frankston Planning Scheme.****Officers' Assessment*****External Referrals*****Victoria Police**

The proposal was referred to local Victoria Police contacts who indicated it does not wish to make comment at this point in time.

***Internal Referrals*****Community Strengthening**

A summary of the comments received from Community Strengthening include:

- *It is unlikely the restaurant will pose social or economic issues for the area.*
- *Active transport is important; cycling is encouraged and recognised in our Municipal Public Health and Wellbeing Plan, with the aspiration to provide convenient cycling infrastructure. Although it is possible for cyclists to use light poles and other poles to secure their bikes this does not create a positive culture around cycling, as well as detracting from the amenity of the area. The applicant's argument that people in groups generally travel by car makes unfounded assumptions that all patrons will be arriving in groups, and that individuals will not make their way to the venue individually. Therefore a partial reduction in the number of bike spaces may be permissible, however a full reduction would not be ideal.*

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

The proposal meets with the objectives of the relevant State and Local Planning Policy of the Frankston Planning Scheme. The subject site is located within an industrial precinct that is occupied by a mix of restricted retail premises, warehouses, trade supplies, convenience shops and cafés. The proposed use can be readily accommodated on the site and would be compatible with those nearby existing uses.

The proposal will provide opportunity to expand the restaurant dining experience to the community within the Carrum Downs area. It would also allow opportunity for patrons to enjoy alcohol with their meal which adds to the social and dining experience and which can be an important component to achieve business viability. The proposed hours for trading alcohol by the applicant are between 11.00am and 11.00pm daily.

Council has consistently implemented no alcohol trading prior to 11.00am at similar establishments within the municipality. It is therefore recommended that a permit condition allow trading from 11.00am to 11.00pm daily (excluding ANZAC Day and Good Friday) which is considered to be reasonable and in keeping with other previous Council decisions regarding out of centre planning applications.

The proposal is not expected to have any negative impacts on the amenity of nearby uses, which would be reinforced through standard amenity conditions on any permit approval. It is noted that there are no residential uses close to the site.

The restaurant will utilise a currently vacant building with high exposure to both Frankston-Dandenong Road and Boundary Road. It is expected that the proposal would have positive economic spin off affects within the industrial precinct and local area.

**11.2 Planning Application 317/2018/P - Factory 13/684-700 Frankston-Dandenong Road, Carrum Downs - To use the land for a restaurant, to sell and consume liquor and a waiver of Clause 52.34 bicycle facilities requirements of the Frankston Planning Scheme.****Officers' Assessment****Clause 33.01 Industrial 1 Zone**

The proposed Restaurant use requires planning approval under Clause 33.01-1 of the Frankston Planning Scheme.

Additional to meeting the relevant Municipal Planning Strategy and Planning Policy Framework, the purpose of the Industrial 1 Zone includes:

*'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 decision guidelines at Clause 33.01-2, requires consideration of the proposal in relation to nearby residential areas, industries and other uses, the effect nearby uses may have on the proposal, and issues such as drainage, connection to services and traffic generation.

The proposal is considered to be consistent with the zone requirements. The use is unlikely to impact on any nearby uses within the industrial precinct or vice versa. This particular location consists of predominately 'highway commercial' uses in respect of which the proposed use will be complimentary. Given that any residential areas are some distance away the proposed use is not expected to have any amenity impacts on these.

**Clause 52.27 Licence Premises**

The purpose of Clause 52.27 of the Frankston Planning Scheme is:

- *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.*

The decision guidelines under Clause 52.27 identify considerations such as the likely impact on the amenity of the surrounding area resulting from the sale and consumption of alcohol, the hours of operation and patron numbers. Some of these matters are discussed elsewhere within this report.

In this case the site is high profile and can be readily seen from the street frontages which is considered an advantage from a safety aspect. Amenity and management matters can generally be dealt with through conditions on permit including the requirement for a Venue Management Plans

Within the broader nearby area there is one other café (Fat Chef) that offers the sale and consumption of alcohol with dining. This is located approximately 300 metres to the south-east within The Village shopping centre. It is noted there is a separate application to Council which requires an assessment of the merits of extending the alcohol trading hours at the Fat Chef Café.

**Car Parking**

Car parking is shared amongst tenants within the industrial precinct, with car parking for each tenancy generally provided for adjacent to the building. In this case, there are 28 car spaces at the front of the subject site and 4 spaces at the rear, making a total of 32 car spaces. This is consistent with the car parking requirements at Clause 52.06 of the Frankston Planning Scheme which requires a total for 32 car spaces; being 0.4 car spaces per patron. No additional car parking requirement is triggered by the proposal.

**11.2 Planning Application 317/2018/P - Factory 13/684-700 Frankston-Dandenong Road, Carrum Downs - To use the land for a restaurant, to sell and consume liquor and a waiver of Clause 52.34 bicycle facilities requirements of the Frankston Planning Scheme.****Officers' Assessment*****Bicycle Facilities***

Clause 52.34 of the Frankston Planning Scheme triggers bicycle facility requirements for a Restaurant use. In this case, 830 square metres of the building floor area is available to the public which triggers a requirement for 14 bicycle spaces. Currently there are no bicycle facilities provided.

The applicant seeks a waiver of the bicycle facilities requirement on the basis that the area is flanked with heavy haulage roads which would discourage bicycle usage. Also customers would be expected to visit the site by car. The applicant further indicates that if any patrons were to use bicycle access to the site there are existing lamp posts and infrastructure nearby that could be used to secure bicycles.

As indicated by Council's Community Strengthening Department, it cannot be assumed there would be no patrons using bicycle transport. Also the use of other urban infrastructure to secure bicycle parking could be visually intrusive as well as raise potential risk.

It is however, considered reasonable that the majority of patrons would use a car to access the site, particularly in the evening and at night. It would be reasonable therefore to support a reduction in the bicycle facility requirement of Clause 52.34, so that four (4) bicycle spaces are provided. This can be included as a condition on any permit approval and to be located to the satisfaction of Council.

***Liquor Accord***

Council supports the responsible serving of alcohol in a consistent manner throughout the municipality. A permit note will be included on any planning permit issued encouraging the permit holder to become a member of the Frankston Liquor Industry Accord.

***Analysis (Economic and Social Implications)***

The proposal will support local economic growth and employment opportunities within the municipality and more particularly Carrum Downs. A maximum of six (6) staff on the premises at one time would be available to assist with service and supervision. The proposal provides opportunity to extend the social and entertainment experience offered to the local community in Carrum Downs.

The proposal also would make good use of a currently underutilised building in a small industrial precinct. Support for the proposal as outlined above, would assist in strengthening the economic viability of the area.

***Conclusion***

On balance and subject to the inclusion of permit conditions as discussed within this report, it is considered that the proposal satisfies the requirements of the State and Local Planning Policy Frameworks, Clause 52.27 (Licensed Premises) and Clause 52.34 (Bicycle Facilities) of the Frankston Planning Scheme, and warrant Council support.

**11.2 Planning Application 317/2018/P - Factory 13/684-700 Frankston-Dandenong Road, Carrum Downs - To use the land for a restaurant, to sell and consume liquor and a waiver of Clause 52.34 bicycle facilities requirements of the Frankston Planning Scheme.****Officers' Assessment****Recommendation (Director Community Development Community Development)**

That Council resolves to issue a Planning Permit in respect to Planning Permit Application number 317/2018/P To use the land for a restaurant, to sell and consume liquor (On Premises Licence) and for a reduction of the Clause 52.34 bicycle facilities requirements at Clause 52.34 at Factory 13/684-700 Frankston-Dandenong Road, Carrum Downs, subject to the following conditions:

**Plans**

1. Before the use and/or 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) The provision of four (4) bicycle racks to be located at the front of the premises to the satisfaction of the Responsible Authority.
  - (b) Each separate activity area within the building (i.e. kitchen, amenities, stage, etc).

**No Alterations**

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

**Patron Numbers**

3. A maximum of 80 patrons shall be permitted at any time, unless with the prior written consent of the Responsible Authority.

**Liquor Licence Requirements**

3. Unless with the prior written consent of the Responsible Authority, the selling or consumption of alcohol must only take place within the approved red line plan at the premises within the hours of 11.00am and 11.00pm daily (Seven (7) days a week), excluding ANZAC Day and Good Friday when no alcohol may be served.

**Amenity**

4. The amenity of the area must not be detrimentally affected by the use and development through the:
  - a) Transport of materials, goods or commodities to or from the land;
  - b) Appearance of any building, works or materials;
  - c) Emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot ash, dust, waste water, waste products, grit or oil;
  - d) Presence of vermin; others as appropriate; or
  - e) In any other way.

**11.2 Planning Application 317/2018/P - Factory 13/684-700 Frankston-Dandenong Road, Carrum Downs - To use the land for a restaurant, to sell and consume liquor and a waiver of Clause 52.34 bicycle facilities requirements of the Frankston Planning Scheme.****Officers' Assessment**

5. Noise levels emanating from the premises must not exceed those required to be met under State Environment protection Policy (Control of Music Noise from Public Premises), No. N-2.

**Permit Expiry**

6. This permit will expire if one of the following circumstances applies:
- The use is not started within two years of the date of this permit.
  - The use of the land ceases to operate for a continued period of two years.

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.

- D. The owner/applicant of the subject site should join and comply with the Frankston Liquor Industry Accord, which requires the member to serve liquor in a responsible manner.

Town Planning Application 317/2018/P – Factory 13/684-700 Frankston-Dandenong Road Carrum Downs

Subject site 

Objectors 



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Town Planning Application 317/2018/P – Factory 13/684-700 Frankston-Dandenong Road Carrum Downs

Subject site  Objectors 



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Projection: GDA94 / MGA zone 55

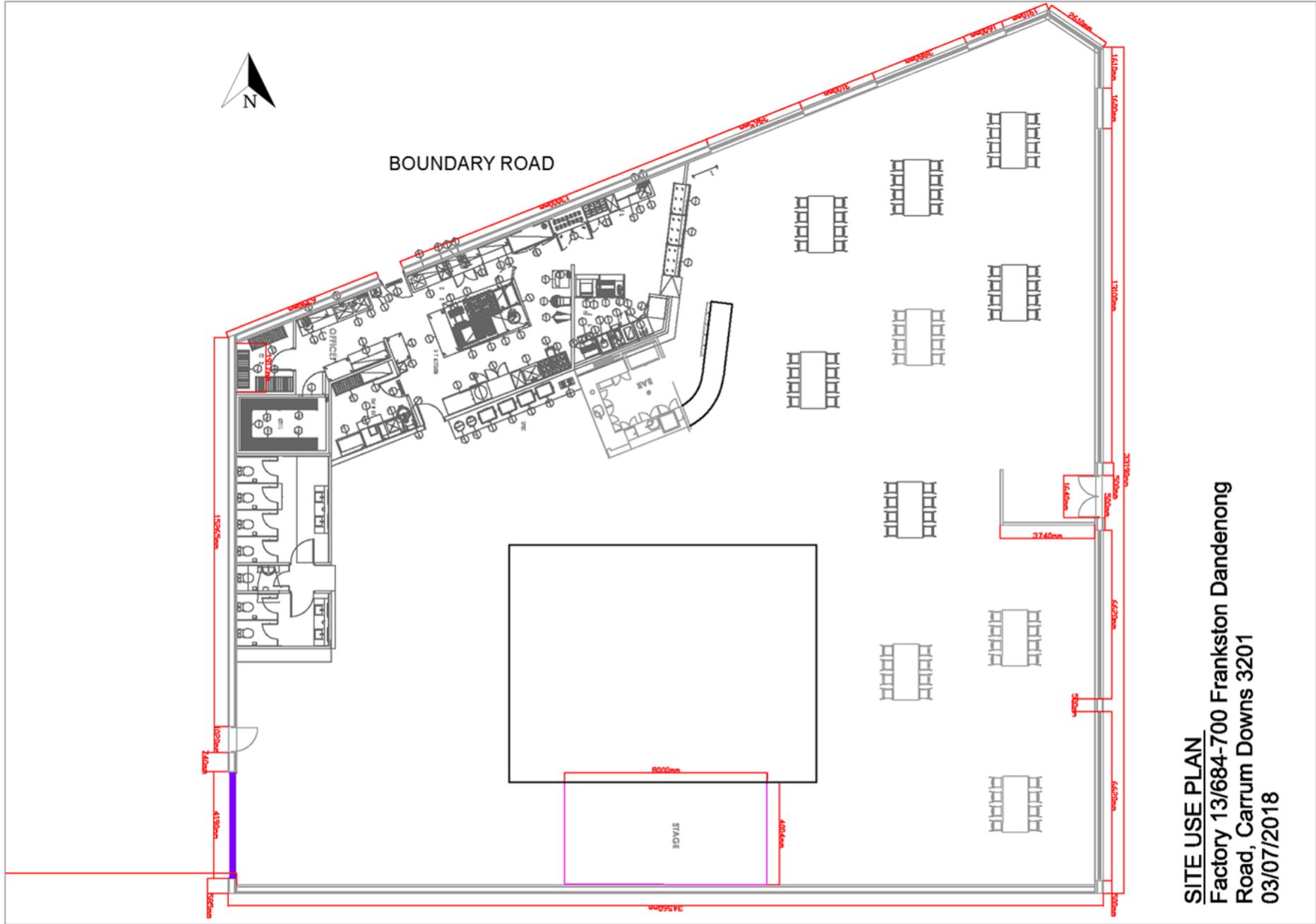
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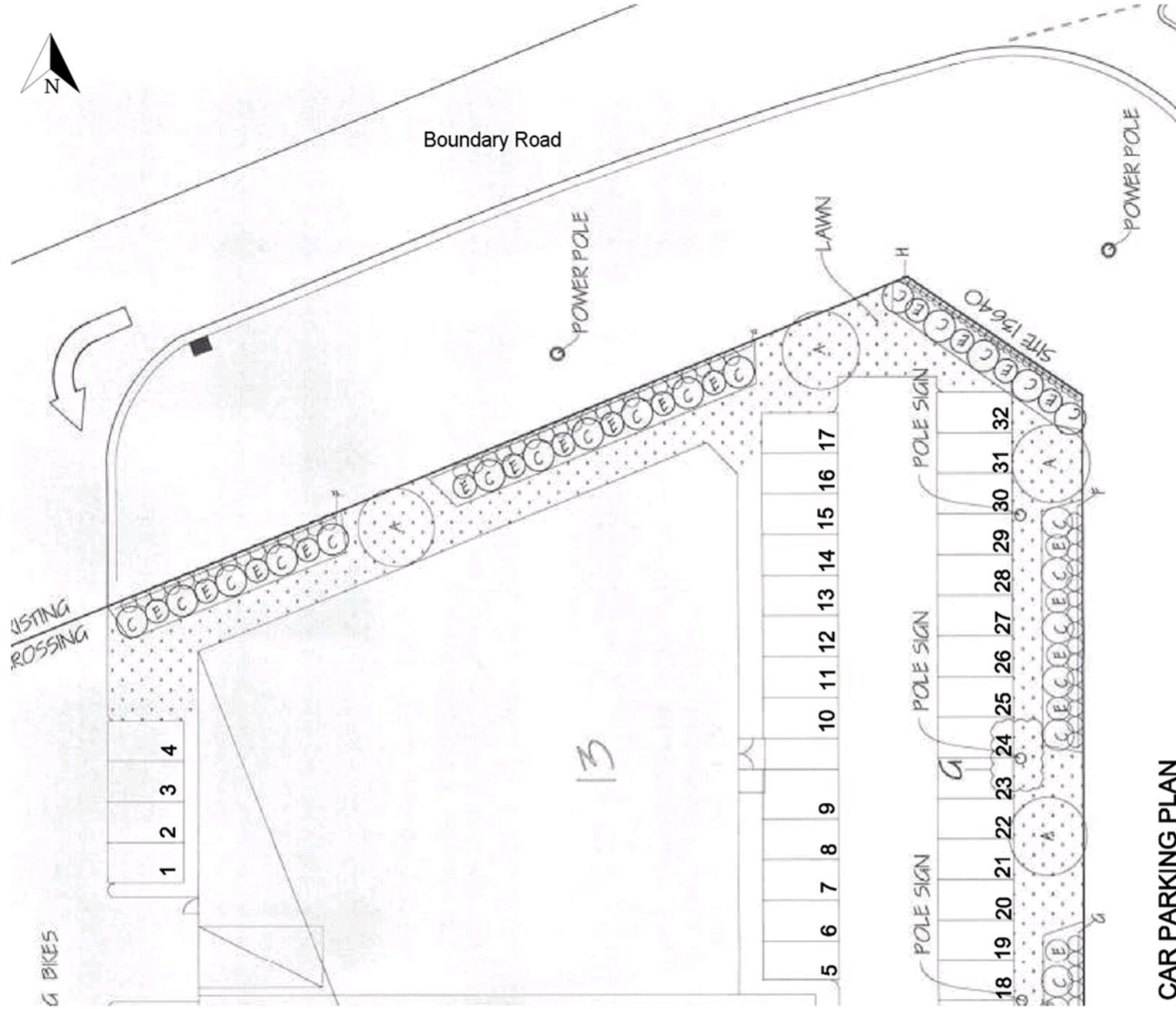
Issued by: Leah Horne





**SITE USE PLAN**  
Factory 13/684-700 Frankston Dandenong  
Road, Carrum Downs 3201  
03/07/2018





**CAR PARKING PLAN**  
Factory 13/684-700 Frankston Dandenong  
Road, Carrum Downs 3201  
03/07/2018

## Executive Summary

### 12.1 Resolution Progress Update

Enquiries: (Michelle Tipton: Chief Executive Office)

#### 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 (Chief Executive Office)

That Council:

1. Receives the Notices of Motion Report as at 19 November 2018.
2. Approves the archiving of the following Notice of Motion from the Notices of Motion Report:
  - 2018/NOM20 - Traffic calming options at the top of Balmoral Street, Frankston
  - 2018/NOM24 - Frankston 'Future Fund'
  - 2018/NOM37 - Overflow Rubbish at Fast Food Sites
  - 2018/NOM54 – Tree Removal (Part 2)
  - 2018/NOM63 – Car Parking in Bayside (Lost)
  - 2018/NOM64 – Increased Audits (Withdrawn)
3. Notes that, since 9 October 2018, 39 resolutions have been completed, as detailed in the body of the report.
4. Notes that the report listed below will not be presented back to Council by its advised date and that a detailed explanation is provided in the body of the report:
  - Response to NOM1377 – McClelland Gallery Interconnectedness and Peninsula Link

#### Key Points / Issues

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

*“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 19 November 2018 is attached and will continue to be updated and reported at each Ordinary Council Meeting.

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

- The following 6 Notice of Motion actions are reported as 'complete' and are proposed to be archived from the document:
  - 2018/NOM20 - Traffic calming options at the top of Balmoral Street, Frankston
  - 2018/NOM24 - Frankston 'Future Fund'
  - 2018/NOM37 - Overflow Rubbish at Fast Food Sites
  - 2018/NOM54 – Tree Removal (Part 2)
  - 2018/NOM63 – Car Parking in Bayside (Lost)
  - 2018/NOM64 – Increased Audits (Withdrawn)
- As of 9 October 2018, the following 39 resolution actions have been reported as 'complete':
  - Adoption of Councillor Nominated Capital Works Projects for FY 2018/19
  - Capital Works Quarterly Report - Q4 - April - June 2017/18
  - Review of Council's Instruments of Delegation - S6 Council to Members of Staff
  - Resolution Progress Update – 13 August 2018 Ordinary Meeting
  - Resolution Progress Update – 10 September 2018 Ordinary Meeting
  - Frankston Memorial Park - Renewal of toilet block
  - Chief Executive Officer Performance Review Subcommittee
  - Appointment and Authorisation of Council Staff
  - Consolidated Financial Report and Performance Statement for the year ended 30 June 2018
  - Renewal of Council membership subscription to the Mornington Peninsula and Western Port Biosphere Reserve Foundation Ltd
  - Response to 2017/NOM1252 & NOM1265 - Cleanliness of the City - Best Street Award Program
  - Kerbside Hard Waste and Bundled Green Waste Collection Contract
  - Frankston Skate Park Management Tender
  - Frankston City Motorcycle Club Interim Report
  - September 2018 Town Planning Progress Report
  - Resolution Progress Update – 22 October 2018 Ordinary Meeting
  - Record of Assemblies of Councillors
  - Resolution Progress Update – 1 October 2018 Ordinary Meeting
  - Committee Minutes (Ballam Park Homestead Advisory Committee & Heritage Assets and Promotion Committee – August 2018; Metropolitan Local Government Waste Forum Minutes – August 2018; and Frankston City News Editorial Committee Minutes – September 2018)
  - Delegate Report by Cr Steve Toms - Councillor Development Weekend 27 to 29 July 2018

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

- Town Planning Application 170/2018/P - 5/129-133 Beach Street, Frankston 3199 - To sell and consume liquor (Restaurant and Cafe Licence) and reduction in car parking requirements of Clause 52.06 of the Frankston Planning Scheme
- Planning Permit Application 148/2018/P - 14 Sandpiper Place Frankston - Use of the land for a residential building for student accommodation
- Frankston City Health and Wellbeing Plan 2017-2021 - Year 1 Annual Report and Year 2 Action Plan
- Australian Government Community Sport Infrastructure Grant Program
- Major Local Community Event Grant Outcome
- Homeless Shower
- Award of Contract - Pavement Marking - Local roads
- Planning Permit Application 154/2018/P - 197 Karingal Drive Frankston 3199 - Use of the land for a community space (Place of Assembly), buildings and works to facilitate a major extension to the existing Karingal Hub Shopping Centre, realignment of a drainage easement and vegetation removal
- Standing Grants Program 2018-2019
- Response to 2018/NOM48 - Public Safety Reference Committee
- Standing Grants Program 2018-2019
- Award of Contract - Weed Management
- Centenary Park Golf Course Request for Tender
- Urgent Business - Letter of Support - Nairn Marr Djambana
- Award of Contract - Tractor Based Mowing Services
- Planning Permit Application 446/2017/P - 323-323A Nepean Highway, Frankston - Use and development of the land for a service station and car wash and advertising signage
- Planning Application 570/2017/P - 1/19 Shaxton Circle, Frankston - Use of land for the sale and consumption of liquor associated with an existing café
- Standing Grants 2018-2019
- RF Miles Reserve
- 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 item set out below:
  - *Response to NOM1377 – McClelland Gallery Interconnectedness and Peninsula Link*

An audit of existing City and Suburb signage is underway and costings for replacement have been sought. EMT has requested discussion on a broader signage strategy, scheduled for 13 November. This report will be presented to Council at its December Ordinary Meeting.

**12.1 Resolution Progress 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.

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

Nil.

**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.

**12.1 Resolution Progress Update****Executive Summary****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: [↓](#) Notices of Motion Cost Summary as at 19 November 2018
- Attachment B: [↓](#) Notices of Motion as at 19 November 2018
- Attachment C: [⇒](#) Notices of Motion Confidential as at 19 November 2018 (*Under Separate Cover*)

Notice of Motion Report - 2018 - for the 19 November Council Meeting (A3726477).XLSX

### 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	13	\$3,025	\$0	\$238,000
Cr Toms	31	\$7,240	\$62,000	\$259,158
Cr Aitken	32	\$7,115	\$0	\$69,750
Cr Bolam	76	\$11,138	\$642,392	\$539,800
Cr O'Connor	18	\$2,600	\$4,000	\$25,163
Cr Mayer	3	\$200	\$66,000	\$0
Cr Hampton	24	\$6,565	\$4,200	\$31,100
Cr O'Reilly	3	\$0	\$0	\$0
<b>TOTAL</b>	<b>194</b>	<b>\$ 37,883</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

Notice of Motion Report - 2018 - for the 19 November Council Meeting (A3726477).XLSX

Meeting Date	Item No	NOM Title and Councillor	Council Resolution	Responsibility	Comments	Cost Summary
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	5 November 2018 - A follow up request for an update was sent to VicTrack on 9 October 2018. Currently awaiting response from VicTrack on this matter. 8 October 2018 - No change to the status - currently awaiting response from VicTrack/Metro which is expected shortly. 17 September 2018 - Letter has been sent to VicTrack/Metro with revised plans and Council request for co-contribution of capital funds towards the project and Council preference for VicTrack to be responsible for the future ongoing maintenance. A copy of letter was also circulated to all Councillors via email dated 3 September 2018. 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 from Metro and VicTrack enabling some initial feedback and discussion on how to progress this matter further. There are number of issues which needs to be addressed to establish costings and potential funding contributions. It was also discussed that the timing of these works needs to take into account forthcoming works by LXRA on the Frankston Line at the Seaford Station. Council officers will continue to work with Metro and VicTrack on this matter and provide further update in due course. 19 March 2018 - A meeting with PTV is scheduled for 16 March 2018. Council Officers are working on a concept plan for green walls, for discuss with PTV as to feasibility. 26 February 2018 - Officers are still trying to arrange a meeting with PTV. A number of attempts have already been made to secure a date. 13 February 2018 - We are keen to have the involvement of the local member in discussions of this matter. Efforts are continuing in locking in an agreed date for a meeting to take place 05 February 2018 - No change to the status. 15 January 2018 - No change to the status. 27 November 2017 - No response has been received from PTV. A meeting date is being established with staff from PTV and the Local Member's office. 31 October 2017 - As at this date, no response has been received from PTV. 02 October 2017 - Background information within Council being researched and a draft letter prepared seeking status and PRV's future plans for the site and building.	Primary Cost: \$620 (meeting held)
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 nett effect is that vegetation has been removed from locations where it cannot be reasonably justified.  C/U	Michael Papageorgiou	8 October 2018 - Still to meet with the DELWP Officer. No announcement likely prior to State Government caretaker period. 17 September 2018 - There is no new update as we are still awaiting advice from the State Government. 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: Papageorgiou, 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. Revised Target Date changed by: Hall-davis, Tracee From: 30 Jun 2018 To: 27 Jul 2018 Reason: Awaiting Meeting with DELWP. 18 June 2018 - Revised Target Date changed by: Papageorgiou, Michael From: 31 May 2018 To: 30 Jun 2018 Reason: Meeting date is currently being sought with DELWP's project officer for late June 2018. 21 May 2018 - Revised Target Date changed by: Hall-davis, Tracee From: 14 May 2018 To: 31 May 2018 Reason: Please refer to notes. 30 April 2018 - A Letter of Response from the Minister for Planning regarding the review of Clause 52.48 has been received dated Feb 2018. The letter acknowledges "that the municipality-wide application of the exemptions impacts areas with relatively limited bushfire risk. As you have noted, this has the potential to result in unnecessary vegetation clearance." It adds that DELWP "is fully aware of the issue and is currently in the process of reviewing exemptions to ensure a more risk-based approach to vegetation management in areas with identified bushfire hazards." Further officer contact details are provided - Andrew Grear, Executive Director, Planning, Building and Heritage, Officers will now proceed to set up a meeting with Andrew to discuss our issues further and their progress with the review. 19 March 2018 - Acknowledgement of initial letter has now been received from Minister for Planning. Awaiting response to follow-up letters. 15 January 2018 - No responses have been received as yet. Follow up letters will be sent this week. 30 October 2017 - Letters are currently being drafted to Local members of Parliament referencing the inconsistencies of the clause.	Primary Cost:
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	5 November 2018 - As a result of Committee for Linen House meeting on 8 October 2018; the Mayor has met with St Kilda Football Club. The Committee will reconvene mid-November 2018. Revised Target Date changed by: Venter, Melissa From: 25 Oct 2018 To: 01 Dec 2018 Reason: Committee to reconvene in November 2018. 8 October 2018 - The next Committee meeting for Linen House is being scheduled for early October. 17 September 2018 - The next Committee meeting will be held early October. Revised Target Date changed by: Hall-davis, Tracee From: 25 Oct 2018 To: 25 Oct 2018 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. On receiving advice the meeting will be confirmed. 19 March 2018 - The first Committee meeting was held 5 March 2018 and further meetings will be scheduled monthly. 01 March 2018 - Consultant has been appointed to assist with EOI process. Committee meeting is planned for 5 March 2018. 15 January 2018 - The EOI process is being developed. Now that the holiday period has concluded, the Committee will be convened to meet at the beginning of February. 27 November 2017 - Expression of Interest process, including committee, being drafted.	Primary Cost: \$350 (meetings held) Year 1: \$10,000

Notice of Motion Report - 2018 - for the 19 November Council Meeting (A3726477).XLSX

Meeting Date	Item No	NOM Title and Councillor	Council Resolution	Responsibility	Comments	Cost Summary
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	Phil Cantillon	5 November 2018 - Action reassigned to Cantillon, Phil 8 October 2018 - Draft Code of Practice for potential transfer of assets being developed by Transport for Victoria 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. 09 April 2018 - No change from previous update 19 March 2018 - No change from previous update 01 March 2018 - Letter has been prepared and forwarded, no response to date.	Primary Cost: \$200 (letters sent)
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 Dickins	5 November 2018 - A report was presented to Council at its meeting on 22 October 2018. As the report has now been presented it is recommended this matter be closed. 8 October 2018 - A report to Council is being presented to Council at its meeting on 22 October 2018. 17 September 2018 - A report to Council regarding traffic calming at the top of Balmoral Street is being prepared for presentation to council at its meeting on 22 October 2018. 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. Previous traffic data has been sourced to assist in the study. Assessment of the intersection will need to take place for three months as per the resolution. 18 June 2018 - Young Street southbound is still closed. A program for collecting additional data is being prepared for when the traffic reverts back to normal. 21 May 2018 - Young Street southbound has now been closed and is anticipated to reopen in late June / early July. Council officers are collecting previous traffic information which will assist in the investigation. 30 April 2018 - A section of Young St southbound will be closed for a period as part of the station upgrade. Council officers will discuss monitoring of the site with VicRoads for commencement when Young St is again fully open	Primary Cost:
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	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	5 November 2018 - The report was presented to Council at the 22 October 2018 Ordinary Meeting. Request that it now be archived 8 October 2018 - A report was presented to the Audit and Risk Committee on 21 September 2018 for input relating to the creation, and maintenance, of a Frankston based 'Future Fund'. A Council report is currently being prepared presentation at the 22 October 2018 Ordinary Meeting 17 September 2018 - A report will be presented to the Audit and Risk Committee on 21 September 2018 for input relating to the creation, and maintenance, of a Frankston based 'Future Fund'. A Council report will be prepared and presented at the 22 October 2018 Ordinary Meeting. 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 source data on both governmental and non-governmental examples. 18 June 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.	Primary Cost:
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  Carried Unanimously	Michelle Tipton	5 November 2018 - Coordinator Council Business Support to post Francois Etoundi letter under seal shortly as noted by the CEO. 8 October 2018 - Francois Etoundi was not able to attend 1 October and is not available for 22 October Council Meeting to receive his letter under seal. Michelle to follow up with Francois end of October. 17 September 2018 - Francois Etoundi was not able to attend 10 September Council Meeting to receive his letter under seal - waiting for confirmation of attendance at 1 October Council Meeting. 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. 18 June 2018 - Emailed the Commonwealth Games Head Office for details of participants in the Frankston municipality. Information has been received and I will be contacting the sporting clubs for further information.	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	Sally Prideaux	5 November 2018 - No written response received to letter issued by Biodiversity Team in June 2018. Item will be followed up again with Adam Neville. 8 October 2018 - No response as yet received 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:

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Meeting Date	Item No	NOM Title and Councillor	Council Resolution	Responsibility	Comments	Cost Summary
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	5 November 2018 - Please refer to 22/10/2018 OM for update to resolution. 8 October 2018 - No further update. Report is scheduled for Council meeting of 22 October 2018 on a proposal for a Council based Vegetation Offsets scheme. 11 September 2018 - Archived NoM as per Council Decision at 10 September 2018 Ordinary Meeting. 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:
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	5 November 2018 - 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. 17 September 2018 - 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. 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:
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 (i.e. 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	5 November 2018 - This report was presented to Council October 2018 where Council: - Noted the current actions being undertaken by Officers - Noted the current legislative provisions are sufficient to deal with clean up by fast food operators at their outlets Request to close - Supported the ongoing proactive patrols of Fast Food outlets. Request that this NOM now be closed. 8 October 2018 - Report has been completed and is listed for Council Meeting 22 October 2018. 17 September 2018 - Report is being finalised and is scheduled to be presented to Council at its 22 October meeting 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	14.5	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	5 November 2018 - The report has been deferred until the November Council meeting. 17 September 2018 - A report is being prepared for the late Oct 2018 Council meeting. 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	17 September 2018 - No further update. Report scheduled for its 22 October Council Meeting. 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	14.3	2018/NOM47 - Environmentally Sustainable Design (ESD) Development Rating System  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	17 September 2018 - No further update. Report scheduled for its 22 October Council Meeting 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:

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Meeting Date	Item No	NOM Title and Councillor	Council Resolution	Responsibility	Comments	Cost Summary
13-Aug-18	14.2	2018/NOM52 - Car Parking Forum August 2018 - Committee for Greater Frankston  Cr Cunial	Council Decision Moved: Councillor Aitken Seconded: Councillor Toms 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. 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.  Carried Unanimously	Michelle Tipton	5 November 2018 - Memo to Councillors to be prepared by Director Community Development on the outcome of the discussions held at the Car Parking Forum. CEO noted - no further follow up meeting has occurred as yet as an outstanding action from the forum. 8 October 2018 - The Car Parking Forum was held on 14 September 2018. Council officers attended the forum, but no Councillors were present. Michelle to speak with Dennis to see if a memo should be prepared to provide Councillors with an update on what was discussed at the forum and any outcomes/recommendations. 17 September 2018 - The Car Parking Forum is scheduled for 14 September. At this stage, there are no Councillors attending the forum. 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:
10-Sep-18	14.1	2018/NOM54 - Tree Removal  Cr McCormack	Council Decision Moved: Councillor McCormack Seconded: Councillor Aitken 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. Carried  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. Carried Unanimously  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. Lost  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. Carried	Phil Cantillon	5 November 2018 - Council resolution is noted. It is recommended that this item can be now archived. 8 October 2018 - As per Council decision at its meeting on 1 October 2018, the following parts 1 and 4 of Notice of Motion 2018/NOM54 - Tree Removal has been rescinded: 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. Council resolution is noted. It is recommended that this item can be now archived. 3. This item was lost. It is recommended that this item can be now archived. 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. This item can now be archived.	Primary Cost:
1-Oct-08	14.1	2018/NOM56 - Notice of Recission - Tree Removal Matter  Cr Hampton	Council Decision Moved: Councillor Cunial Seconded: Councillor Mayer That Council requires a report by November 2018 outlining the community consultation, options, risks, costs and recommendations for all planned future projects or works that require substantial removal or bulk planting of all trees and/or native vegetation. Carried	Phil Cantillon	5 November 2018 - Action reassigned to Gupta, Vishal by: Boyes, Selena for the reason: Phil has requested the action be reassigned to Vishal. Data is currently being collated for Council report which will be presented at Council meeting on 19 November 2018. 8 October 2018 - Council resolution is noted and report will be prepared for Council's consideration at its November meeting.	
1-Oct-18	14.2	2018/NOM59 - Discretionary provision of commercial rate-payer parking permits  Cr McCormack	Council Decision Moved: Councillor McCormack Seconded: Councillor Cunial That a report be prepared for the November 2018 meeting of Council in relation to the potential for discretionary provision of commercial rate-payer parking permits. Carried	Kim Jaensch	5 November 2018 - Will provide input to report when a draft is compiled.	
1-Oct-18	14.3	2018/NOM60 - Artwork for Frankston Train Station  Cr Toms	Council Decision Moved: Councillor Toms Seconded: Councillor Aitken That Council writes to the State Member for Frankston, Mr Paul Edbrooke MP and the Chief Executive Officer for the Level Crossing Removal Authority, Mr Kevin Devlin advocating for artwork or a sculpture as part of the new Frankston Train Station precinct and offering the services of the Frankston Arts Board on this matter and that a report come back to the 10 December 2018 Council meeting on any findings. Carried	Andrew Moon	5 November 2018 - At its October 23 2018 meeting, Frankston Arts Board approved their involvement with this NOM. The Manager Arts & Culture will prepare a draft letter on behalf of the CEO by 9 November. Revised Target Date changed by: Hall-davis, Tracee From: 22 Oct 2018 To: 12 Nov 2018	
1-Oct-18	C.3	2018/NOM61 - Proposal for laneway from Stiebel Place to Frankston Train Station  Cr Toms	Under Separate Cover		Under Separate Cover	
22-Oct-18	14.1	2018/NOM62 - Recognition and appreciation of services by Dr John Dickman  Cr Hampton	Council Decision Moved: Councillor Cunial Seconded: Councillor Mayer That a letter under seal be presented at the November Ordinary Meeting to Dr John Dickman on behalf of Councillors in recognition of his work and support to the Frankston community for the last 49 years by the Mayor of the day, Cr Colin Hampton at the November 2018 Council meeting.  Carried Unanimously	Michelle Tipton	5 November 2018 - Dr John Dickman to be contacted to attend the 19 November Council Meeting to receive his letter under seal - to be confirmed.	
22-Oct-18	14.2	2018/NOM63 - Car Parking in Bayside  Cr Toms  LOST	Alternate Recommendation That:  1. Frankston City Council formally conducts a survey to obtain figures showing how many residents would use and support Bayside Shopping Centre, its tenants and city centre businesses as opposed to other nearby shopping areas, namely those in other municipalities, if given free car parking for the first 3 hours. A report is to come back to the January 2019 Ordinary Meeting on the result of the community survey.  Toms/Aitken LOST	Michelle Tipton	5 November 2018 - This NOM was lost. Request for archiving.	
22-Oct-18	14.3	2018/NOM64 - Increased Audits  Cr Bolam	Council Decision Moved: Councillor Bolam Seconded: Councillor McCormack That \$2,000 be referred to all future Annual Budgets to allow the following: 1. Increased audits (an additional six per annum in addition to the existing four per annum) by 'mystery underage shoppers' of venues that sell cigarettes to ascertain commercial compliance with Council's Local Law No.8 and relevant state legislation; and 2. Enhancing the scope of Council's 'mystery underage shoppers' initiative by including aerosol paint canisters in its scope to ascertain commercial compliance with Council's Local Law No.8 and relevant state legislation.  WITHDRAWN	Michelle Tipton	5 November 2018 - At the Ordinary Meeting 22 October 2018 it was agreed that \$2,000 be referred to all future Annual Budgets to allow for increased mystery under age shopper audits. This NOM was Withdrawn at the OM on 22 October 2018 Request that this NOM be closed.	

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Meeting Date	Item No	NOM Title and Councillor	Council Resolution	Responsibility	Comments	Cost Summary
22-Oct-18	14.4	2018/NOM65 - New Bylaws  Cr Bolam	<p>Council Decision                      Moved: Councillor Bolam Seconded: Councillor Toms                      That the next review of Council's 2016 General Local Law No 8 pending legal advice is to consider the following bylaws for adoption:</p> <ol style="list-style-type: none"> <li>1. Brimbank City Council's bylaw offence: participating (including bystanding) in 'hoon events';</li> <li>2. Melton City Council's bylaw offence: noise from vehicle sound equipment; and</li> <li>3. City of Onkaparinga (SA) bylaw offence: flying a drone aircraft in an unsafe manner and/or (by flying a drone aircraft) detracting from another person's lawful use and enjoyment of public land.</li> </ol> <p>Carried</p>	<p>Leonie Reints /                      Brianna Alcock</p>	<p>5 November 2018 - The resolution has been noted and the next review date will be considered.</p>	

**Executive Summary****12.2 Appointment of Frankston City Council's representative to the Board of Management of the Frankston Football Club Incorporated.**

*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**

For Council to note that the Chief Executive Officer, Dennis Hovenden is stepping down from his elected position on the Board and to confirm the appointment of Director Corporate Development, Tim Frederico as Council's nominated representative on the Board of the Frankston Football Club Incorporated.

**Recommendation (Director Corporate Development)**

That Council:

1. Notes that the Chief Executive Officer is stepping down from the Board of Management and,
2. Appoints the Director Corporate Development as the Frankston City Council representative member on the Board of Managements of the Frankston Football Club Incorporated for the remaining interim arrangements, until 27 December 2020.
3. Notes that this change will be effective from the next Annual General Meeting of the Football Club, currently scheduled for Monday, 10 December 2018.

**Key Points / Issues**

- The Frankston Football Club Incorporated (Club) is compelled to meet all obligations under a Deed of Company Arrangement (DOCA) and commenced appointment of a new board in 27 December 2016. The new board members were required to have the necessary skills, qualifications and experience in finance, governance and management to the satisfaction of Council and the deed administrator Worrells Forensic Accountants (Worrells).
- The Frankston Football Club's Constitution states at Section 21.1:  
*"A member nominated by the Frankston City Council for such period of time as determined by the Council but for no longer than a period of three years."*
- With the Board of Management arrangements in place, Frankston City Council currently has two representative members, the Chief Executive Officer and the Director Corporate Development.
- Given the performance of the Board of Management and Frankston Football Club Incorporated is now at a level of maturity that can sustain the company, it is considered that the interim arrangements for Frankston City Council to have two representative members is no longer required.
- The intention is to reinstate one representative member by the Council which can be sustained in the longer term. To maintain consistency it is considered the Director Corporate Development maintain their representative membership to the interim Board for the remained of the interim arrangements.

**12.2 Appointment of Franskton City Council's representative to the Board of Management of the Frankston Football Club Incorporated.****Executive Summary**

- Under the Club's Constitution, Section 21.9 c) states that: *the office of a member of the Board becomes vacant if the member resigns their office by notice in writing given to the Secretary.* Section 21.6 outlines that the Board may appoint a member of the Club to fill the vacancy for the balance of the term of the board member being replaced.
- It is noted that the appointment of a Council representative to the Board may, in some instances, give rise to a possible conflict of interest. Accordingly, the Director Corporate Development will absent himself from any matters arising between Council and the Club. These will be managed by the CEO and/or his delegate.

**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.

Nil.

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

This matter has been discussed with the Board of Management of the Football Club.

**2. Other Stakeholders**

Nil.

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

There are no known environmental implications.

**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

Actions are within scope of the Club's Constitution and direction of Council.

**12.2 Appointment of Frankston City Council's representative to the Board of Management of the Frankston Football Club Incorporated.****Executive Summary**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**

A disclosure of a conflict of interest may arise given the Director Corporate Development is on the Board of Management to the Club.

Any matter that may arise requiring a decision by the Director Corporate Development would be referred to the CEO or his delegate to determine a way forward.

**Conclusion**

Frankston City Council currently has two representative members on the interim Board of Management to Frankston Football Club Incorporated. Given the Board and the Club have reached a level of maturity that can sustain the company, it is considered that one representative member is maintained going forward.

Authorisation is required by Council for the CEO to resign his membership and for the Director Corporate Development to be renominated to continue his membership on the Board of Management.

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**ATTACHMENTS**

Nil

**Executive Summary****12.3 Capital Works Quarterly Report - Q1 - July - September 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 brief Council on the quarterly progress (July – September 2018) of the 2018/19 Capital Works Program.

**Recommendation (Director Community Assets)**

That Council receives and notes the quarterly progress report for the first Quarter (July - September 2018) for the 2018/19 Capital Works Program.

**Key Points / Issues**

- The 2018/19 Capital Works Program comprises a total of 236 projects, including projects carried over from financial year 2017/18 and 2 new project approved by EMT since the start of the financial year.
- The Adjusted Capital Works Budget is \$59.965 million and Actual Expenditure as at the end of September is \$3.365 million.

Total Adopted Budget	-	\$50.856 million
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Carry Forward from FY17/18	-	\$ 9.108 million (nett \$8.0 million)
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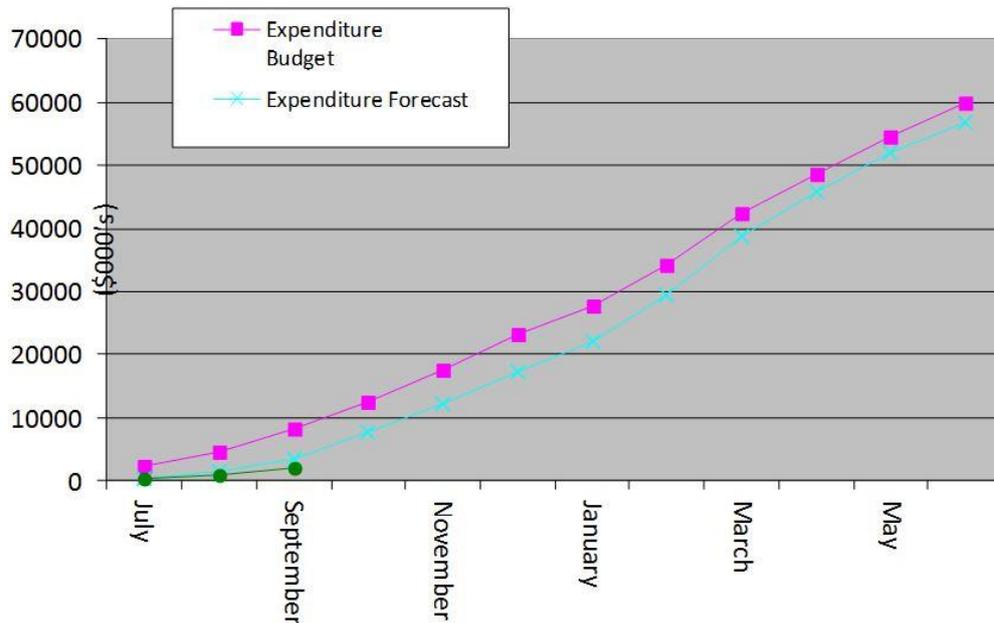
Adjustments during Month	-	\$ 0.046 million
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Adjusted Budget	-	\$ 60.012 million
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Actual expenditure	-	\$ 3.365 million
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- The financial status as at 31 October is:
  - Actual Expenditure = \$8.338 million
  - Actual + Commitment = \$18.104 million
- The forecast EOY program expenditure is \$59.385 million
- Refer to Graph below which shows the status and trend of expenditure against the forecast cash flow

## 12.3 Capital Works Quarterly Report - Q1 - July - September 2018/19

**Executive Summary****2018/19 Capital Works Program Review**

- Out of 236 projects, 5 projects have been withdrawn or reallocated to other projects.
- Total active projects are 231. Their phasing status is described below as of end of September 2018.
  - Not Started – 21 projects (9%)
  - Planning and Scoping – 76 projects (33%)
  - Design and Documentation – 44 projects (19%)
  - Procurement – 32 projects (14%)
  - Delivery – 43 projects (19%)
  - Completed – 15 projects (6%)
- A total of 22 projects remain identified as ongoing projects into 2019/20 and are not due for completion by end of June 2019.
  - 1906 - Centenary Park Sporting Complex
  - 3591 – Frankston BMX Track
  - 4102 - Overport Pavilion
  - 4181 - New Child & Family Centres
  - 4221 - Jubilee Netball Centre
  - 4224 - Seaford North Reserve Change Rooms
  - 4225 - RF Miles Change Rooms
  - 4282 – Monterey Soccer Pavilion Upgrade
  - 4358 – Pat Rollo Reserve Pavilion
  - 3964 - Contract Management System
  - 4013 - Nepean Highway Boulevard Stage 1 - Detail Documentation and
  - 4091 - Bulk Street Tree Planting - Boulevards - Nepean Highway
  - 4194 - Olivers Hill Coastal Breakwater & Frankston Coast Guard

**12.3 Capital Works Quarterly Report - Q1 - July - September 2018/19****Executive Summary**

- 4217 - Ballam Park Soccer Pavilion
- 4312 - Smart City Transition
- 4313 - Data quality, reporting, security
- 4314 - Integration Program
- 4315 - Customer focused web improvements
- 4316 - Learning management solution
- 4317 - Human resources and payroll system reimplementation
- 4365 - Relocation of Sporting Clubs from RF Miles to Belvedere Rese
- 4015 - Station Street Mall Upgrade (Stage 1 - west of Clyde Street)

Key projects in the 2018/19 Capital Works Program

Key multi-year projects being undertaken this year include:

- 4015 Station Street Mall Upgrade – Upgrade includes new street furniture, paving, tree planting, garden beds, outdoor play, feature lighting.
- 4021 Seaford Community Centre - Stage 2 (detailed design) in FY18/19.
- 4102 Overport Pavilion – Construction in FY 18/19.
- 4181 New Child & Family Centres (Langwarrin, Belvedere and Seaford) – Detailed Design in FY18/19.
- 4194 Breakwater at Olivers Hill – Concept Design, Community Engagement and Environmental and Planning Approvals in FY18/19 and continuing into FY 19/20.
- 4217 Ballam Park Soccer Pavilion – Construction in FY18/19.
- 4282 Monterey Soccer Pavilion Upgrade - Increase change room size and the addition of a First Aid room.
- 4224 Seaford North Reserve Change Rooms – Construction in FY18/19.
- 1906 Centenary Park Sports Complex – New Sporting Complex Pavilion. Ongoing Design Development in FY18/19.
- 4257 Frankston Park Oval 1 Lighting – The upgrading of sports lighting to broadcast levels. Detailed Design of works in FY18/19 with completion in FY19/20.
- 4260 Carrum Downs Synthetic Oval No2 - The design and construction of a Regional level multi-sport synthetic sports field. Design and Construction in FY 18/19. Tenders are being currently evaluated.

**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.

**12.3 Capital Works Quarterly Report - Q1 - July - September 2018/19****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.

**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 Major Project Advisory Committee met on 26 September 2018. Projects presented and discussed included:

- Frankston Park Oval Sports lighting
- Olivers Hill Safe Boat Refuge
- Overport Park Pavilion Redevelopment
- Ballam Park Soccer Pavilion Redevelopment
- Carrum Downs Synthetic Oval No 3
- Child & Family Centres At Langwarrin, Belvedere and Seaford

**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

**12.3 Capital Works Quarterly Report - Q1 - July - September 2018/19****Executive Summary**

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.

**Conclusion**

At the end of the first quarter of the 2018/19 financial year, the current expenditure as at the 31 October is \$8.338 million out of a total Adjusted Budget of \$60.012 million.

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**ATTACHMENTS**

- Attachment A: [↔](#) Capital Works Program 2018/19 - Program Summary (*Under Separate Cover*)
- Attachment B: [↔](#) Capital Works Program 2018/19 - Summary By Department (*Under Separate Cover*)
- Attachment C: [↔](#) Capital Works Program 2018/19 - Program Detailed Listing (*Under Separate Cover*)
- Attachment D: [↓](#) Capital Works Program 2018/19 - Summary Program Listing



## SCHEDULE OF CAPITAL WORKS DELIVERY - 2018/19 AS AT END SEPTEMBER 2018

Project Phase	Status	
Planning and Scoping	OK	Ahead of schedule or within 1 month
Design and Documentation	Watch	Delayed beyond 1 month but within 2 months of schedule
Procurement	Intervene	Delayed beyond 2 months of schedule
Delivery	C	Completed
Handover and Closure		
Not Started		

FULL YEAR	
Overall program Adopted Budget, Carry Forwards & Approved Adjustments	\$ 60,012,086

Dept	Project No	Project Title	Project Description	Adjusted Budget (EOY)	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Status
<b>Aquatic Services</b>																	
Facilities	4303	Pines Forest Aquatics Centre Shade sails	Increase shade for life guards (2 shade sails) and install overhang on kiosk for sun protection	35,000													OK
Facilities	4304	Pines Forest Aquatics Centre Carnival and Regional Meets	Moveable dive blocks and sleeves installed into bulk heads	30,000													OK
Facilities	4305	PARC plant room access	Jib crane to access pump in plant room safely (OH&S)	25,000													OK
<b>Arts &amp; Cultural Services</b>																	
Arts and Culture	1446	Frankston Arts Centre - Technical Equipment Renewal	Renewal of technical equipment at the Frankston Arts Centre. Future works include: Works New Tables for Function Centre New PA (audio) system for Cube 37 Upgrade of Auditorium Lighting & dimming system Upgraded Foyer Audio system for announcements	150,000													OK
Arts and 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	700,000													OK
Facilities	3705	Arts and Library Facilities Renewal Program	Renewal works to be implemented across Council's Art & Library facilities.	1,180,000													OK
Capital Works Delivery	3803	Public Artworks Renewal Program	Public Artworks Renewal Program. 2017/18 - Sight Lines for Frankston Pier - maintenance work required.	155,192													OK
Facilities	4169	Frankston Arts Precinct Expansion	Additional storage adjacent to band room (into Carpark - lose 2 x spaces)	165,000													OK
Arts and Culture	4209	Laneway activation	Street Art Commissions, to bring Frankston's lanes to life and encourage diversity of activities; retail, bars and restaurants.	146,944													OK
Facilities	4306	Bird Protection system Upgrade - Frankston Arts Precinct	The bird wire on the on the Frankston Arts Precinct roofs requires expanded coverage, reinstatement in some areas and general up keep	225,000													OK
Capital Works Delivery	4346	Keast Park Public Art/ Monument	Proposal for new public artwork (monument) at Keast Park A large lighthouse sculpture on the roadside of land Installation of a beach shower Joint Councilor Submission - Cr Bolam and Cr Atken	15,000													OK
<b>Civic &amp; Corporate Buildings</b>																	
Facilities	1288	Office Furniture & Equipment Renewal	To meet staff and O.H. & S. requirements.	170,000													OK
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.	810,000													OK
Facilities	3859	Facilities Painting Renewal Programme	Programmed internal/ external painting programme of Council owned and managed facilities throughout the municipality.	250,000													OK
Facilities	4143	Facility Maintenance Contract Renewal Program	Recurrent funding for maintenance referrals via Venita that satisfy Council's capex thresholds. Also facilitates renewal referrals from internal service managers.	250,000													OK
Facilities	4368	Frankston Visitor Information Centre (VIC)	Council resolution. Funding for reconfiguration of the Visitor Information Centre to better support co-location at the Frankston Waterfront.	100,000													OK
Sustainable Assets	4369	Mobile/ Pop-up Visitor Services	Council resolution. Funding for a vehicle to be modified for use as a mobile/pop-up visitor services that can be used at events or other locations within the City.	100,000													OK
<b>Community Facilities &amp; Meeting Places</b>																	
Facilities	2641	Communities Facilities Renewal Program	Renewal recommendations to be implemented across Council's Communities facilities. Works are based on condition and includes works on External Fabrics, Furniture & Fittings, Interior Finishes, Mechanical Services and Structural elements. Potential Sites may include; Lyrebird Community Centre, Langwarrin Community Centre, Frankston North Community Centre, Ebdale Community Centre, Frankston South Community Centre and Langwarrin Men's Shed	310,000													OK
Capital Works Delivery	4001	Karingal Place Neighbourhood House - Playground Redevelopment	Council will address issues in the existing kindergarten play space and relocate the occasional care space to a new playground in the area between occasional care room and Maternal and Child Health suite.	348,495													Watch List
Facilities	4021	Seaford Community Centre - Upgrade and Expansion	Stage 2 (detailed design) for Seaford Community Centre scheduled for 2018/19. Project subject to further funding applications.	68,982													OK
Facilities	4134	Pines Mens Shed Heating	Pines Mens Shed Heating	8,260													OK
Facilities	4181	New Child & Family Centres - Seaford Langwarrin Belvedere	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.	124,261													Watch List
Capital Works Delivery	4273	Frankston War Memorial	Insertion of additional names	55,000													OK
Facilities	4310	Orwell Street Community House extension	Concept plan and detailed design for extension to Orwell Street Community House to provide additional programming needs. Construction budget (2019/20) yet to be determined.	35,000													OK
Capital Works Delivery	4311	Langwarrin Community Centre - Shade Sails	Provision of a new shade sails over play equipment at the Langwarrin Community Centre.	45,000													OK



### SCHEDULE OF CAPITAL WORKS DELIVERY - 2018/19 AS AT END SEPTEMBER 2018

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Planning and Scoping	OK	Ahead of schedule or within 1 month
Design and Documentation	Watch	Delayed beyond 1 month but within 2 months of schedule
Procurement	Intervene	Delayed beyond 2 months of schedule
Delivery	C	Completed
Handover and Closure		
Not Started		
		FULL YEAR
Overall program Adopted Budget, Carry Forwards & Approved Adjustments		\$ 60,012,086

Dept	Project No	Project Title	Project Description	Adjusted Budget (EOY)	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Status
Facilities	4370	Frankston North Community Centre	Install swipe card access system (to replace current key system) to improve security and availability for room hire (this will enable 'time limited' access to hires and community groups rather than the current system of distributing keys for access .	150,000													OK
<b>Community Open Spaces</b>																	
Operations	1299	Risk Management Works within Council Reserves	Risk management program to alleviate reactive high risk issues within Council reserves and Open Space.	50,000													OK
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 2015/16, as per Council's Asset Management Strategy. Renewal works are undertaken in accordance with the Levels of Service Framework within reserves.	250,000													OK
Capital Works Delivery	3305	Fence Replacement Program - Internal Fences at Council Reserve	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. 2018/19 works include: Delacombe Reserve; Baxter Park - Soccer Fence	130,000													OK
Operations	3421	Fencing Replacement Program - Boundary Fences - Council Rese	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.	120,000													OK
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 (A1170844). Signage includes naming, regulatory and interpretive signage. Possible projects for signage implementation include Long Island Redevelopment, WSUD renewal locations, Wilton Bushland Reserve and other public realm projects.	50,000													OK
Operations	3771	Erosion Control Fence Renewal - Seaford Wetlands & Frankston	Renewal of the Erosion Control Fence along Frankston & Seaford Foreshores following storm events and subsequent failures along existing fencing. Works also include fencing renewal throughout the Seaford Wetlands to address a known backlog of defective fencing.	150,000													OK
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.	23,669													OK
Operations	3992	Foreshore Pedestrian Trails and Beach Entrances Renewal Program	2018/19 works include foreshore trail feasibility studies to assess pedestrian traffic and usage throughout the trail network.	50,000													OK
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 Street to the Kananook track	130,987													OK
Capital Works Delivery	4191	Ballam Park Master Plan Implementation	Staged implementation of the Ballam Park Master Plan: 1. Significant tree planting 2. Redevelop fountain area 3. Complete reserve's pathway network 4. Establish link between Ballam Park and the Ballam Park Homestead	172,355													OK
Capital Works Delivery	4193	Off Leash Dog Area	Construction of an off leash dog park	61,844													Completed
Engineering Services	4300	Kananook Creek Dredging Feasibility Study and Entrance Redesign	Kananook Creek dredging feasibility study as per Council resolution. Project to develop alternative approaches to dredging of Kananook Creek and redesign entrance.	50,000													OK
Capital Works Delivery	4320	Eric Bell Reserve Rotunda	Proposal for Eric Bell Reserve Park Rotunda Design and Consultation 2018/19, Construction 2019/20. Councillor Submission - Cr Bolam	15,000													OK
Capital Works Delivery	4323	Susona Friendship Garden - Hastings Road	Design and construction of a Susono friendship garden that was passed at the Ordinary Meeting in July 2017.	75,000													OK
Capital Works Delivery	4324	Shade Sails - Sandfield Reserve and Rotary Reserve	Proposal to implement 2 shade sail structures at the playground at Sandfield Reserve and at Rotary Reserve. Councillor Submission - Cr Mayer	40,000													OK
Capital Works Delivery	4325	Downs Estate - Infrastructure Upgrade - Investigation	Proposal to audit and design park infrastructure at Downs Estate: Stage 1 - 2018/19: CCTV Installation Fencing Welcome sign and drinking fountain Barbecue & Furniture Unisex Single Compost Toilet (DDA Compliant) Downs Estate Signage Verandah (backing onto shed) Planning and Design for restoration of barn shed Joint Councillor Submission - Cr Bolam & Cr Aitken	80,000													OK
Capital Works Delivery	4326	Kananook Viewing Platforms	Installation of viewing platforms at the Seaford portion of Kananook Creek with directional signage, seating and picnic table. Joint Councillor Submission - Cr Bolam & Cr Aitken	15,000													OK
Capital Works Delivery	4327	Foreshore Access Disability Access and Inclusion Assessments	Audit required for provision for access at key locations along the foreshore. Councillor Submission - Cr O'Conner	15,000													OK
Capital Works Delivery	4328	Community Garden - Kananook Area	As per NOM1382, implementation of community garden in the Kananook area. Chain link fencing and gates to accommodate both machinery and pedestrians pathways - Supply and construction of 12 x small, 12 x medium and 6 x large raised timber garden beds .	25,000													OK
Capital Works Delivery	4329	Carriam Downs Recreation Reserve Master Plan Implementation	Carriam Downs Recreation Reserve Master plan Implementation: 1. Increase spectator shelter area 2. Convert tennis courts to multi-sport use including netball 3. Picnic facilities 4. Signage 5. Demolish scouts building Income from Open Space Reserves	200,000													OK
Capital Works Delivery	4330	Recreational Connections - Seaford Wetlands	Complete the circuit around Seaford Wetlands and through to Seaford shops and foreshore	20,000													OK



## SCHEDULE OF CAPITAL WORKS DELIVERY - 2018/19 AS AT END SEPTEMBER 2018

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Design and Documentation	Watch	Delayed beyond 1 month but within 2 months of schedule
Procurement	Intervene	Delayed beyond 2 months of schedule
Delivery	C	Completed
Handover and Closure		
Not Started		

Overall program Adopted Budget, Carry Forwards & Approved Adjustments	\$ 60,012,086
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Dept	Project No	Project Title	Project Description	Adjusted Budget (EOY)	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Status
Capital Works Delivery	4331	Recreational Connections - Foreshore	Complete the connections along the foreshore from Long Island to Mile Bridge	20,000													OK
Capital Works Delivery	4332	Recreational Connections - Frankston	Enhance connections from George Pentland Botanic Gardens to the Foreshore through Beauty Park and Frankston Park	20,000													OK
Capital Works Delivery	4333	Recreational Connections - Baxter Park	Improve connection within and from Baxter Park	20,000													OK
Capital Works Delivery	4353	Christopher Reserve - Facilities Establishment	Establishment of cricket pitch and soccer goals, including line marking. Councilor submission in response to community request from local children. Currently no provision of any sporting equipment at the reserve. Councilor Submission - Cr McCormack	20,000													OK
<b>Family &amp; Youth Facilities</b>																	
Facilities	3766	Family Support & Aged Services Facilities Renewal Program	Renewal works to be implemented across Council's Family Support & Aged Services facilities. 2018/19 works include: - Paratea Preschool toilet compliance and office layout - Langwarrin Park Preschool entrance and existing playground compliance works - Langwarrin Park MCH mother group meeting area renewal	1,020,000													OK
<b>FMAC (CAA) Initiatives</b>																	
Capital Works Delivery	4308	Green Wall Infrastructure - Proof of Concept	Council Resolution. \$55K for a proof of concept for green wall infrastructure in the FMAC.	55,000													OK
<b>Information Services</b>																	
Business & Information Technology	1309	GIS Mapping Renewal	Aerial Photography renewal, IntraMaps and MyAddress renewal	67,297													OK
Business & Information Technology	1312	Frankston Asset Management Information System (FAMIS)	Continue to address the system requirements. Project Mgr (\$130K), Vendor support, 4 Mobile devices System used to manage Council's assets, including roads, trees, footpaths, buildings, etc.	449,090													OK
Business & Information Technology	3209	Finance system enhancements	Additional licenses	25,000													Not Started
Business & Information Technology	3786	Spydus Software Replacement	Library system is at end of contract, required to go to tender.	28,610													OK
Business & Information Technology	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.	10,709													OK
Business & Information Technology	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)	6,600													Completed
Business & Information Technology	3823	Infocouncil System Enhancements	Further develop Infocouncil enhancements to include different meeting types.	3,758													OK
Business & Information Technology	3882	Eureka - Revenue and Debt Management Improvements	Review and Improve Debt Management processes through out Council.	46,760													Not Started
Business & Information Technology	3926	Microwave Network Renewal	Carum Downs microwave renewal	20,811													OK
Business & Information Technology	3962	Shoretel VOIP Renewal	Renewal of Shoretel software for Council's VOIP.	23,228													OK
Business & Information Technology	3963	GIS Software Renewal	MyAddress and IntraMaps - Move to the latest versions	6,689													Not Started
Business & Information Technology	3964	Contract Management System	Implementation of new Tender and Contract Management system with integrations to Tech1 and ReM	190,602													OK
Business & Information Technology	4033	Document management system maintenance	Vendor assistance required to optimize system	44,304													OK
Business & Information Technology	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													OK
Business & Information Technology	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													OK
Business & Information Technology	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													Not Started
Business & Information Technology	4248	Technology One CI Anywhere Upgrade	Finance system - Move to the next generation platform. Prerequisite for several other projects.	129,729													OK
Administration and Corporate Projects	4292	Replacement of Scanners	Purchase of Replacement Scanners	6,000													Completed
Business & Information Technology	4312	Smart City Transition	The Internet of Things and its public-sector application, Smart Cities is a rapidly emerging business and service model that has the potential to deliver significant benefits to Council. Similar to and closely related with the Data and Analytics program the Smart City initiative is a program of work that will run the duration of the strategy cycle. Undertake smart city program to position Council to successfully operate within the Smart City model during the second half of the strategy cycle. Smart City grant funding to be sought.	120,000													Not Started
Business & Information Technology	4313	Data quality, reporting, security	Implement a data and analytics program which will run the duration of the strategy cycle, the key elements of the program include: o Foundation activities such as data establishing data quality and information security standards o Base lining of current position o Implementing data cleansing tools and techniques o Preparing open data capabilities and releasing datasets o Establishing a data and analytics framework	220,000													Not Started



**SCHEDULE OF CAPITAL WORKS DELIVERY - 2018/19  
AS AT END SEPTEMBER 2018**

Project Phase	Status	
Planning and Scoping	OK	Ahead of schedule or within 1 month
Design and Documentation	Watch	Delayed beyond 1 month but within 2 months of schedule
Procurement	Intervene	Delayed beyond 2 months of schedule
Delivery	C	Completed
Handover and Closure		
Not Started		
		FULL YEAR
<b>Overall program Adopted Budget, Carry Forwards &amp; Approved Adjustments</b>		<b>\$ 60,012,086</b>

Dept	Project No	Project Title	Project Description	Adjusted Budget (EOY)	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Status	
Business & Information Technology	4314	Integration Program	Implement integration framework and continue application architecture management techniques to consolidate application architecture where appropriate.	220,000													Not Started	
Business & Information Technology	4315	Customer focused web improvements	Implement a program of reviewing, simplifying and consolidating the content presented through Council's digital channels. This is a complex task and is positioned as a program of activity which is delivered across the strategy cycle and is guided by the prioritised digital service projects and value proposition.	200,000													OK	
Business & Information Technology	4316	Learning management solution	Acquire and implement a Council-wide learning management solution. Integrate with HR / payroll system.	125,000													OK	
Business & Information Technology	4317	Human resources and payroll system reimplementation	Tender and implement the replacement / reimplementation of the HR / payroll system. Integrate with rostering and award interpretation systems.	425,000													Not Started	
Business & Information Technology	4318	Corporate Performance Reporting solution	Tender and implement a corporate performance reporting system.	195,000													OK	
Business & Information Technology	4372	Remote Access Renewal	Current solution out of warranty and support. Investigate, acquire and implement replacement solution.	50,000													Not Started	
Business & Information Technology	4373	Mobile Device Management Renewal	System allows for remote installation of software onto mobile devices and to erase all data off a device if it is lost. Current solution no longer suitable and places Council at risk when devices are lost. Investigate, acquire and implement replacement solution.	50,000													Not Started	
Business & Information Technology	4374	Wi-Fi Replacement	Current Wi-Fi solution is old, has become problematic, is no longer meeting Council's existing needs and will not accommodate the required expansions. Council-wide review of Wi-Fi for both Council staff as well as a stable and robust solution for the Library, VIC and outreach centres, including extending significantly in the FAC, providing clients the technical solutions that could facilitate immersive digital experiences and performances to highly technical clients and companies like Apple.	150,000													Not Started	
Business & Information Technology	4375	Payroll/ HR system Renewal	If re-implementation is funded, upgrade should be included as part of that. If not, will need money to pay Frontier to do upgrade.	10,000													Not Started	
<b>Integrated Transport Management</b>																		
Engineering Services	1260	Street Lighting Upgrades	New street lights as requested to improve safety.	20,000													OK	
Capital Works Delivery	2657	Road Renewal Program	This program is for the renewal of road pavements and surfaces as identified by Council's Pavement Management System and as identified in site inspections by City Works and Asset Planning. Key 2018/19 works will be informed by new road condition data from the audit being undertaken in 2017/18.	2,921,010													OK	
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	170,517													Completed	
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 as well as renewal of pram crossings to achieve DOA compliance as identified from RMP inspections.	700,000													OK	
Capital Works Delivery	3101	McClelland Drive Shared Path	Project scope: 1. Construction of 2.5m wide concrete shared path (1.6km) within the road reserve of McClelland Drive which then diverts to inside the boundary of parks Victoria's property with reinforced concrete 3m wide to accommodate service vehicles. 2. Construction of retaining walls and guard rails. 3. Construction of boardwalks where typical footpath construction is not possible. 4. Bridge construction to Melbourne Water requirements at Boggy Creek within Park Victoria's land. 5. Drainage and all other associated works. Project proposed to utilise reserves from Council's Capital Works Reserve funding. Councilor Submission - Cr Mayer	750,000													OK	
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	362,395													OK	
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). 2018/19 works includes: - Culcain Drive - Replace Raised Pavement Markers (x2) with splitter islands (To be confirmed following overlay) - Halifax Street - Replace Raised Pavement Markers with splitter island (To be confirmed following overlay) - Jack St - Renew Splitter Island	50,000													OK	
Capital Works Delivery	3565	Kerb Renewal Program	This program is for the renewal of kerbs as identified by the 2017/18 kerb condition audit and maintenance referrals from City Works. Works may also be prioritised to align with the Road Renewal Program. All works are inspected and programmed via site inspections by Capital Works Delivery, Civil Infrastructure Maintenance and Asset Planning.	575,000													OK	
Capital Works Delivery	3682	Design & Scoping for Bridges & Pedestrian Structures Renewal	Design and scoping of renewal works for bridges and pedestrian structures following outcomes of Level 3 inspections conducted January/ February 2018. Significant bridge designs include: - Playne Street bridge (ID 55) - Sweet Water Creek Grange Road pedestrian bridge (ID 159) Minor bridge & pedestrian structure design priorities include: - 4 Stairways/staircases in Kananook Creek Reserve (ID 142, 143, 181, 182) - Violet St to Liddesdale boardwalk laneway (ID 156) - Stairways and boardwalk in Sweet Water Creek (ID 153, 154, 155, 157) - Tangenong Creek Reserve staircase (ID 144)	70,000													OK	
Capital Works Delivery	3723	Barrier & Guard Rail Renewal Programme	Prioritised implementation of recommendations to renew barrier and guardrails throughout the municipality to comply with current standards.	150,000													OK	



## SCHEDULE OF CAPITAL WORKS DELIVERY - 2018/19 AS AT END SEPTEMBER 2018

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Procurement	Intervene	Delayed beyond 2 months of schedule
Delivery	C	Completed
Handover and Closure		
Not Started		
		FULL YEAR
<b>Overall program Adopted Budget, Carry Forwards &amp; Approved Adjustments</b>		<b>\$ 60,012,086</b>

Dept	Project No	Project Title	Project Description	Adjusted Budget (EOY)	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Status
Capital Works Delivery	3846	Major Bridge Renewal Program	Major Bridge Renewal Program derived from the detailed Level 3 investigations conducted during 2012 by the consultancy Pitt and Sherry. As part of a multi-year implementation program, the following bridge and pedestrian structures have been prioritised for renewal: - Completion of Lang Link Bridge - Completion of Sweet Water Creek suspension bridge	390,586													OK
Capital Works Delivery	3847	Minor Bridge & Pedestrian Structures Renewal Program (Level 1)	Renewal works for bridge and pedestrian structures as identified in the Level Two inspections conducted during October/November 2015. Programmed renewal works will be implemented for structures (pedestrian & vehicle bridges, boardwalks and staircase) across the municipality. This project is an ongoing and follows the Level Two inspections, performed every two years. CONFIRM DETAILS WITH ANDREW	150,000													OK
Capital Works Delivery	3908	Special Charge Scheme - Cranhaven Road, Langwarrin (Stage 2)	Special Charge Scheme - Road and footpath construction - Cranhaven Road, Langwarrin (Warrandyte Road to Lapwing Court). Scheme details: Intent to declare - Dec 2017 Submissions meeting - Feb 2018 Declaration report - April 2018 VCAT objection period (1 month) - May 2018	374,667													OK
Capital Works Delivery	3909	Special Charge Scheme - Newton Avenue and Weeroona Road, Langwarrin	Special Charge Scheme - Road construction - Newton Avenue and Weeroona Road, Langwarrin South	2,392,171													OK
Capital Works Delivery	3916	Ballarto Road Right Hand Turn Lane	Works to improve sight distance on exiting Sky Reserve carpark. Based on safety audit recommendations	90,175													Completed
Capital Works Delivery	3925	Minor Traffic Treatments - Various Locations	Minor traffic treatments installed following investigation of resident complaints. Pathway Renewal within Council Reserves.	30,000													OK
Operations	3958	Pathway Renewal - Council Reserves	Projects scheduled for 2018/19: 1. Beauty Park; 2. Lavender Hill Reserve; 3. Edinburgh Reserve; 4. Darnley Reserve; 5. Ballam Park; 6. Sandfield Reserve.	500,000													OK
Capital Works Delivery	3972	CAA Streetscape 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.	29,841													OK
Capital Works Delivery	3998	Stage 2 - Warrandyte Road Widening & Reconstruction (South)	Stage 2 - Road widening and reconstruction of Warrandyte Road from 400 Warrandyte Road to Golf Links Road. Design undertaken during 2011/12, works will be completed during 2018/19.	1,100,000													OK
Operations	3999	Shared Path Renewals	Safety upgrades of bicycle paths and chicanes 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.  2018/19 works priorities include: - Skye Road - McClelland Drive (between Cranbourne Road and Skye Road)	80,000													OK
Capital Works Delivery	4079	Barretts Road (Robinsons Road to Golf Links Road) - Design	Special Charge Scheme - Barretts Road (Robinsons Road to Golf Links Road)	43,105													OK
Capital Works Delivery	4082	Pathway Link - Baxter Street to the Frankston War Memorial	Construction of a new pathway to provide a link from Baxter Street to the Frankston War Memorial.	40,000													OK
Engineering Services	4117	LATM Precinct Studies and Implementation - TAC Safe travel	New grant funding opportunity to expedite Council's Local Area Traffic Management Studies and treatment implementation. TAC dollar for dollar contribution up to \$1M. 2018/19 Works include: 4 LATM Studies & Implementation Precinct 1 - Seaford Precinct 13 - Fairway Precinct 23 - Sweetwater Precinct 35 - Dalpura (Study Complete; \$150K Implementation 2018/19)	300,000													OK
Capital Works Delivery	4118	LATM - Woodlands Precinct	Local Area Traffic Management study and implementation - Woodlands Precinct	480,000													OK
Capital Works Delivery	4128	FAC Car Park Upgrade	Car park access control works Car park signage, line marking & clean up	30,000													Completed
Capital Works Delivery	4141	Landslip Liddesdale Avenue	Design and install measures to repair the embankment at Liddesdale Ave.	26,292													OK
Capital Works Delivery	4156	Hastings Road Service Lane	Road improvement works (Design only)	35,545													OK
Capital Works Delivery	4157	Hill Road Rehabilitation - Frankston Dandenong Road to Lyrebird	Undertake road rehabilitation works along Hill Road following 2017/18 pavement investigations. Pavement stabilisation or reconstruction is required between Frankston Dandenong Road and Lyrebird Drive (eastbound direction approx. 1250m) to address structural failures. Asphalt overlay required for both Frankston Dandenong Road to Lyrebird Drive (eastbound) and McCormicks Road to Lyrebird Drive (westbound) sections.	900,000													OK



## SCHEDULE OF CAPITAL WORKS DELIVERY - 2018/19 AS AT END SEPTEMBER 2018

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Procurement	Intervene	Delayed beyond 2 months of schedule
Delivery	C	Completed
Handover and Closure		
Not Started		

Overall program Adopted Budget, Carry Forwards & Approved Adjustments	\$ 60,012,086
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Dept	Project No	Project Title	Project Description	Adjusted Budget (EOY)	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Status
Capital Works Delivery	4159	Skye Road Rehabilitation	Investigation and design required. Design 2017/18, construction 2018/19.	700,000													OK
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.	30,000													OK
Capital Works Delivery	4172	Ballarto Road Bicycle Facilities	Ballarto Road (from Skye Primary School to Skye Reserve -1300 metres) 2.5m width Off Road Investigation & Design 2018/19 Construction 2019/20	60,000													Watch List
Capital Works Delivery	4194	Olivers Hill Coastal Breakwater & Frankston Coast Guard	Funding application has been prepared to the Department of Infrastructure and Regional Development for the construction of a breakwater in front of the Oliver's Hill foreshore boat ramp. The breakwater is a rock wall with a road on top for emergency vehicles access and includes lighting and CCTV for some length. It will provide safe refuge for small recreation craft in heavy weather & a mooring for the Frankston Volunteer Coast Guard's main rescue vessel. The Frankston Coast Guard building to be constructed 2020/21. External grant funding opportunity. Planning & Conceptual Design 2017/18 Design 2018/19 Construction - 2019/20 - Break Water Construction - 2020/21 - Frankston Coast Guard	260,707													OK
Capital Works Delivery	4198	Robinsons Road Pathway	Penlink Trail To Baxter Trail Design in 17/18, Construct 18/19	62,249													OK
Capital Works Delivery	4201	McCormicks Road Pathway	Thompson Road to Sandhurst Boulevard Design in 17/18, Construct 18/19	200,000													OK
Capital Works Delivery	4202	Ballarto Road Pathway	Western boundary 270 Ballarto Road to Bus stop west of Flinders College Design in 17/18, Further Investigation 18/19, Construct 19/20	370,000													Watch List
Capital Works Delivery	4211	Valley Road	Existing road is unsealed. Reshape road and asphalt.	685,121													OK
Capital Works Delivery	4252	Skye Road Intersection with Inglebrook Crescent	2017-18 National Black Spot Program	19,922													Completed
Capital Works Delivery	4267	McClelland Drive - Missing Pathway Link north side of Log Ca	Construction funding for construction of missing link on northern side of Log Cabin Park to provide safe crossing point at roundabout of McClelland Drive to shared path on eastern side, and a missing link to the bus stop outside of the Park. Project scope being finalised during 2017/18 following Councilor request by Mayor Hampton following the unfortunate incident that resulted in the fatality of a pedestrian.	50,000													Completed
Capital Works Delivery	4271	Carpark at Quality Street - PARC	Stage 2 of carpark construction at Quality Street to provide additional parking spaces for the PARC.	280,979													OK
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													Not Started
Capital Works Delivery	4307	Moorooduc Highway Bicycle Facilities	East Side from Margate Street to Bruce Road	70,000													OK
Capital Works Delivery	4334	Pathway Development Plan - Design Program	Recurrent funding for investigation and design of pathway upgrades and missing links construction. 2018/19 Design works include: North Road (north side) - Warrandyte Rd to Union Rd North Road (north side) - Warrandyte Rd to Kuranda Rd North Road (north side) - Union Rd to east of Boggy Creek (north side)	45,000													OK
Capital Works Delivery	4335	Pathway Development Plan - Frankston & Karingal Missing Pat	Construction funding for missing links in Frankston as nominated via Councilor submission. Proposal for construction of pathway missing links in Manorwoods Drive, Karingal. Joint Councilor Submission - Cr Bolam & Cr Aitken	20,000													OK
Capital Works Delivery	4337	Cranbourne Road Pathway	Missing link between Frankston RSL to Cranbourne Road Service Lane. Design funds in 2017/18 subject to Mid-Year Budget Review.	150,000													OK
Capital Works Delivery	4338	Sanders Road Pathway	Moorooduc Highway to Kim Close Design 2017/18, Construct 2018/19	80,000													OK
Sustainable Assets	4377	Road Renewal Research & Development	Planning, investigation and works development of future road renewal works. Funding utilised for: 1. Rolling traffic counts for data enhancements for the SMIEC works programmes, in particular Major Roads and Collector Roads in the municipal road network. 2. Testing of road segments with different treatment types for research purposes to identify optimised road treatments that will minimize the life cycle maintenance cost of the road asset. 3. Introduction of quality assurance procedures with present road works programmes and if needed, past works.	50,000													OK



## SCHEDULE OF CAPITAL WORKS DELIVERY - 2018/19 AS AT END SEPTEMBER 2018

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Procurement	Intervene	Delayed beyond 2 months of schedule
Delivery	C	Completed
Handover and Closure		
Not Started		

Overall program Adopted Budget, Carry Forwards & Approved Adjustments	\$ 60,012,086
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Dept	Project No	Project Title	Project Description	Adjusted Budget (EOY)	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Status	
Capital Works Delivery	4378	McClelland Drive Road Rehabilitation - Robinsons Road to Go	Pavement stabilisation or reconstruction and asphalt resurfacing is required from 125m north of Robinsons Road intersection to Golf Links Road roundabout. Works to be informed by advanced road pavement design undertaken in 2017/18.	540,000													OK	
<b>Integrated Water Management</b>																		
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													OK	
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.	50,000													OK	
Capital Works Delivery	3666	Renewal of Irrigation and Drainage Systems at Council Reserve	This project includes the design and renewal of a irrigation systems at Council reserves. The programme will replace the existing ageing and defective irrigation systems and will provide an improved playing surface for user groups. Projects under this programme are driven by irrigation condition audit results. 2018/19 works include: - 2 rugby fields at Riviera Reserve - Irrigation design at Banyan Reserve - Installation of pump and tank - Design and implementation of irrigation systems following condition/ functionality assessment in 2017/18	500,000													OK	
Capital Works Delivery	3910	Drainage Upgrade - David Street Stage 2 - Dandenong Road Easement	Drainage works at David Street to address localised flooding issues and overland flow paths. Pipe duplication works scheduled for 2019/20 as stage 2 of Dandenong road east Drainage Strategy. Design in 2018/19 Construction 2019/20	50,000													Watch List	
Capital Works Delivery	3971	Drainage pipes & pits renewal/upgrade - Aged-based asset con	Ageing drainage assets across the municipality have been identified and require further investigation of their condition and ability to provide expected level of service. An aged based condition assessment and investigation will provide a program of works for stormwater drainage asset renewal. This program will also be used for drainage renewal referrals from Council's Civil Infrastructure Maintenance (CIM) team as they undertake routine inspections across the municipality in accordance with Council's Road Management Plan (RMP). Side entry pits with throats less than 120mm will be addressed via RMP inspections. DETAILS TO BE CONFIRMED BY NOEL	126,854													OK	
Engineering Services	3996	Seaford Drainage Strategy	Program of drainage works for Seaford (Design only)	16,561													OK	
Capital Works Delivery	3997	Drainage Upgrade - 9 William Street - Frankston South - Fran	Stage 1 of pipe replacement to William To High Street. Works will replace failed 450mm and 600mm pipe and upgrade capacity with 2x 600mm pipes. Design 2017/18 Construction 2018/19	510,000													OK	
Capital Works Delivery	4085	Drainage Upgrade - 13-21 Jasper Terrace - Frankston South -	Significant overland flows affecting a number of properties on the west side of Jasper Terrace extending from The Crest through to Woodlands Grove - Strategy works priority list FrankSouth3 - Design 2018/19	50,000													OK	
Capital Works Delivery	4155	Drainage Renewal Works in Council Reserves	Drainage renewal works in Council reserves to improve stormwater management, flooding and ponding. Priorities include: DETAILS TO BE CONFIRMED BY NOEL	100,000													OK	
Capital Works Delivery	4245	Install recommendations from the Frankston City Reserves	Install new centralised irrigation control components for the following reserves - North Seaford, McClelland Soccer, Peninsula, Banyan, Kanook, Delacombe and Riviera. Benefits include water savings, improved turf and reduced run-off.	50,000													OK	
Capital Works Delivery	4341	Drainage Upgrade - 2-8 Warringa Road Frankston - Frankston S	More isolated but significant localised flooding and ponding issues within roadway and overland flows affecting a number of properties on both sides of Warringa Road (worse on north side). Design in 2018/19 Construction 2019/20	50,000													OK	
Capital Works Delivery	4347	Drainage Upgrade - 6 Nolan St Street Frankston	Drainage Rectification Works to minimise future flood events. Rectification Works, Pipe Replacement required as determined from CCTV footage. Stage 2 of pipe replacement to William To High Street. Design in 18/19 Staged Construction 2019/20 - 2020/21	50,000													OK	
Operations	4376	Gatic Pit Lid Renewal Program	Replacement program of gatic side entry pits throughout the municipality to address manual handling concern. Program will replace heavy gatic pit lids with Terra Firma lids as per Council's standards.	150,000													OK	
<b>Plant Fleet &amp; Equipment</b>																		
Sustainable Assets	1234	Light vehicles Replacement	Replacement of existing motor vehicles at planned service life. Replace items of heavy vehicles and plant at the end of their planned service life. Replacements in 2018/19: Wiedenmann G6-160 Vertidrain Toyota Coaster Bus Kubota RTV900-X Utility x3 Compact Dethatcher/Sarifier 1.5m John Deere X300R Ride On John Deere 3720H Compact Tractor Hitachi LX70 Front End Loader John Deere 7200A Surround Mower Land Pride Seeder Pegasus Howard Stealth Gerni Neptune 7-63FA Steamcleaner Jetblaster Steamcleaner Isuzu NPR300 Medium Tray x2 Isuzu NPR300 Medium Tipper x2 7521 Redxim Vertidrain Allowances for Trailer Replacements	1,200,000													OK	
Sustainable Assets	1304	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.	950,000													OK	
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													OK	
<b>Public Toilets</b>																		
Facilities	2623	Public Amenities Renewal Program	Renewal recommendations to be implemented across public amenity facilities and services structures (toilets and shelters): 2018/19 works include: - General renewal and compliance works throughout the municipality Kananook Reserve Toilet	400,000													OK	



### SCHEDULE OF CAPITAL WORKS DELIVERY - 2018/19 AS AT END SEPTEMBER 2018

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Procurement	Intervene	Delayed beyond 2 months of schedule
Delivery	C	Completed
Handover and Closure		
Not Started		

Overall program Adopted Budget, Carry Forwards & Approved Adjustments	\$ 60,012,086
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Dept	Project No	Project Title	Project Description	Adjusted Budget (EOY)	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Status
Facilities	4126	Foreshore Toilet opposite McCulloch Avenue.	Decommission & replace with new amenity - Construction	20,000													Completed
Facilities	4242	Beauty Park Toilets	Installation of Public Toilet to service users of both the War Memorial and BBQ area.	176,162													OK
Facilities	4243	Foreshore Toilet Nepean Highway (opposite Caltex Service Station)	Replace new freestanding public toilet (Foreshore - Standard) and decommission existing	35,000													Completed
<b>Recreation Facilities</b>																	
Facilities	1237	Structured Recreation Pavilions Renewal Program	Renewal works to be implemented across Council's Structured Recreation facilities. Locations may include: Seaford Life Saving Club, Belvedere Tennis Club, Frankston Bowls, Carrum Bowls Club, Frankston Basketball Pavilion, Overport Tennis Club	795,000													OK
Facilities	1906	Centenary Park Sporting Complex (Major Project)	New Centenary Park Sporting Complex Pavilion Design - 2017/18 & 2018/19. Construction scheduled for 2019/20, 20/21. Potential external funding opportunities to be sought.	537,257													OK
Capital Works Delivery	2755	Sports Lighting Renewal Program	This project includes the design and renewal of sports lighting at Council's active reserves to provide sufficient lighting to meet the needs 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. 2018/19 works include: - Lloyd Park Oval 2	546,031													OK
Operations	3584	Playground Improvements/Demolition		50,000													OK
Operations	3585	Playground Under surfacing Renewal Program	Playground under surfacing renewal program.	40,000													OK
Capital Works Delivery	3587	Playground Strategy Implementation - Renewal of Playgrounds	Implementation of the Playground Strategy through the design and renewal of play spaces throughout Frankston Council. This strategy is based on the categorisation of playgrounds into district, regional and local parks. Site locations include: John Monash Reserve, Edinburgh (Heritage Reserve), Lady Emily Skye, Beauty Park	1,329,369													OK
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. 2018/19 works include: - Overport Oval 2 resurfacing - Design Ballam North Oval - Design of 4 ovals following condition/ functionality assessment in 2017/18	1,192,951													OK
Capital Works Delivery	3591	Frankston BMX Track	Redevelopment of the Frankston BMX track. Project to include land acquisition to accommodate redeveloped track. Planning and Design - 2017/18 Construction - 2018/19	882,930													OK
Capital Works Delivery	3592	Sporting Ground - Pitch Cover Renewal	This project is for the ongoing program of renewing and upgrading Council's sporting ground pitch covers. Locations of 2018/19 works include: - Bruce Park - Baden Powell Reserve - Lloyd Park Oval 2 - Delacombe Park	20,000													OK
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. 2018/19 works include: - Banyan Reserve - Delacombe Park (AFL) - McClelland Reserve (2 sets of soccer goals on training ground)	30,000													OK
Facilities	3633	Carrum Downs Pavilion	Carrum Downs New Multipurpose Pavilion. Construct in FY 17/18	100,000													OK
Capital Works Delivery	3777	Cricket Net Replacement Program	Renewal of cricket net facilities as per Council's Cricket Net Guidelines, completed during 2014. 2018/19 works include: - East Seaford Reserve - Ballam Park Cricket Nets (2x facilities) Program includes \$100K grant funding from Sports and Recreation Victoria (SRV).	878,344													OK
Capital Works Delivery	3986	Eric Bell Reserve Netball Court	Installation of Lighting to Netball Court	0													Completed
Capital Works Delivery	4051	Shade Structures - Keast Park	Design and construct shade structure to Keast Park playground and picnic tables	19,514													OK
Facilities	4102	Overport Park Pavilion	New Overport Park Pavilion. Grant anticipated Design 17/18, Construct 18/19. Grant Funds from State - Sports Recreation Victoria (SRV) Includes Club Contribution Design - 2017/18 Construction June 2018.	2,022,048													Watch List
Capital Works Delivery	4131	McClelland Reserve - Construction of Car Park	Design and construction of Car park at McClelland Reserve.	656,913													Watch List



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Procurement	Intervene	Delayed beyond 2 months of schedule
Delivery	C	Completed
Handover and Closure		
Not Started		
		FULL YEAR
Overall program Adopted Budget, Carry Forwards & Approved Adjustments		\$ 60,012,086

Dept	Project No	Project Title	Project Description	Adjusted Budget (EOY)	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Status
Capital Works Delivery	4205	Yamaia Reserve - New Local Playground Installation	New local playground installation - Yamaia Reserve. Funding sourced from Developer Open Space Contributions.	120,000													OK
Capital Works Delivery	4206	Wisewood Reserve - New Local Playground Installation	New local playground installation - Wisewood Reserve	120,000													OK
Capital Works Delivery	4207	Flame Robin Reserve - New Local Playground Installation	New local playground installation - Flame Robin Reserve. Funding sourced from Developer Open Space Contributions.	120,000													OK
Capital Works Delivery	4208	Clifton Grove/Pagett Road Reserve Playground	New district playground installation.	50,000													OK
Facilities	4217	Ballam Park Soccer Pavilion	Increase size of amenity to include female friendly change rooms, umpires rooms and kitchen areas to meet district level standards Design 17/18, Construct 18/19 & 19/20 (2018/19 - Federal Grants \$300K, State Grants \$100K)	1,670,649													OK
Capital Works Delivery	4218	Sports Lighting at Lloyd Park - Oval 2	Installation of sports lighting at Lloyd Park Oval 2 as final stage of 2017/18 implementation of sports lighting works to ovals 1, 2 and 3.	280,000													OK
Capital Works Delivery	4220	Carrum Downs Recreation Reserve	Carrum Downs Recreation Reserve oval 2 perimeter fence	75,314													Watch List
Facilities	4221	Jubilee Netball Centre	To develop detailed designs and cost plans to assist with the next stage of developing the indoor multipurpose netball centre. Construction cost to be confirmed. (Scoping 17/18, Design 18/19, Construct 19/20 based on potential State Grant funding and funding from Cricket Australia) Additional potential external funding opportunities to be sought. \$2M State grant funding, \$4.5M federal funding from FBDA project.	500,000													OK
Capital Works Delivery	4222	Centenary Park Golf Course - Master plan Implementation	Implementation of the Centenary Park Golf Course Master plan.	150,000													OK
Capital Works Delivery	4223	Lawton Park Construction of Car Park	Consideration of Lawton Park car park. Lawton Reserve currently services 18 junior teams and has a dirt car park.	8,716													OK
Facilities	4224	Seaford North Reserve - Change Rooms	Inclusion of a First Aid room, increase kitchen size and inclusion of additional storage to district level standards. Federal Grant \$200K is secured, State Grant application of \$100K will be made to offset rates allocation. Design - 2017/18 Construction commencing June 2018.	1,071,002													OK
Facilities	4225	RF Miles - Change Rooms	Proposed New Facility. Awaiting funding from LXXA to be confirmed	147,423													OK
Facilities	4254	Ballam Park Athletics Track Hurdle Shed	Federal Government Grant	29,508													Completed
Capital Works Delivery	4257	Frankston Park Oval 1 lighting	Detailed design funding proposed at Mid-Year Budget Review. Implementation of sports lighting (500 lux) at Frankston Park. Rates - \$850K State Government - \$650K External income to be sought from Federal/ AFL - \$1.0M	2,500,000													Watch List
Capital Works Delivery	4259	Langwarrin Netball Courts Renewal	Reconstruction of existing netball courts following the findings of an independent condition. Works will address the poor condition of the courts and run-off zones required to meet today's standards to mitigate risk.	800,000													OK
Capital Works Delivery	4260	Carrum Downs Oval 3 - Synthetic Surface (Major Project)	Synthetic surface implementation, major reconstruction, drainage and sports lighting. Funding promised from State MP Sonya Kilkenny. Future grant funding opportunity.	2,320,000													OK
Capital Works Delivery	4265	George Pontland Gardens Playground	Design and construct. Install Senior equipment and upgrade junior equipment. Amenities remain at current standard Budget Transferred from Project 3587	322,538													OK
Capital Works Delivery	4266	Frankston Waterfront Playground	Upgrade of playground at Frankston Waterfront. \$700K for the balance of funds for a 2017/18 CWP ongoing project.	1,010,903													OK
Capital Works Delivery	4276	Belvedere Reserve Upgrade	Installation of Light Poles and Upgrade to Change rooms and Sporting Infrastructure	0													OK
Facilities	4278	Langwarrin Football Netball Club Portable Change rooms	Supply and Installation of a new portable change room	9,161													Completed
Facilities	4280	Change rooms in Cricket pavilion at 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.	59,767													OK
Facilities	4282	Monterey Soccer Pavilion	Increase change room size and the addition of a First Aid room to district level standards. \$650K State Fund, Future grant funding opportunity for 2020/21.	123,061													OK
Capital Works Delivery	4288	Sports Ground Irrigation & Systems Improvement Project	Undertake an assessment of sports field irrigation and lighting and implement actions required for proper functionality of sports field infrastructure	77,002													OK
Capital Works Delivery	4340	Gretana Park Playground	Proposal for Shade Sail at Gretana Park. Additional tree planting, additional \$10k. Updated 12/06. Joint Councilor Submission - Cr Bolam and Cr Atken	40,000													OK
Capital Works Delivery	4342	Weatherstone Reserve - New Local Playground - Design	New local playground - Weatherstone Reserve	20,000													OK
Capital Works Delivery	4343	North Reserve - New Local Playground Installation	New local playground installation - North Reserve Complete Master plan	20,000													OK
Capital Works Delivery	4344	Dunsterville Reserve - New Sub-Local Playground Installation	New sub-local playground installation - Dunsterville Reserve	20,000													OK
Capital Works Delivery	4345	Lloyd Park - Toddler playground with fencing	Lloyd Park toddler playground with fencing	15,000													OK
Capital Works Delivery	4356	Pat Rollo Reserve Sports Lighting	Lighting standard - 150 lux Proposed State Funding - Sports Recreation Victoria (SRV)	440,000													OK
Facilities	4357	Skye Recreation Reserve Soccer Pavilion	Upgrade Amenities to provide inclusive access to participation Proposed State Funding - Sports Recreation Victoria (SRV)	845,000													OK
Facilities	4358	Pat Rollo Reserve Pavilion (Major Project)	New Pavilion proposed Design 19/20, Construct 20/21 Future grant funding opportunity.	100,000													OK
Facilities	4359	Eric Bell Reserve netball change facility	Change facility design	65,000													OK
Capital Works Delivery	4360	Overport Park bike track design and construction	Construction of mountain bike track at Overport Park. Design 2018/19, Construction 2019/20.	20,000													OK
Facilities	4361	Belvedere Bowls Club	Design and Costings for the proposed extensions to the clubhouse Proposal at Budget Adoption by Council on 12 June	50,000													OK
Facilities	4362	Bruce Park Pavilion Extension	Design for the Pavilion extensions at Bruce park Proposal at Budget Adoption by Council on 12 June	50,000													OK
Facilities	4364	Linen House Future Use Planning	Planning for the Future use of Linen House Proposal at Budget Adoption by Council on 12 June	150,000													OK



## SCHEDULE OF CAPITAL WORKS DELIVERY - 2018/19 AS AT END SEPTEMBER 2018

Project Phase	Status	
Planning and Scoping	OK	Ahead of schedule or within 1 month
Design and Documentation	Watch	Delayed beyond 1 month but within 2 months of schedule
Procurement	Intervene	Delayed beyond 2 months of schedule
Delivery	C	Completed
Handover and Closure		
Not Started		
		FULL YEAR
<b>Overall program Adopted Budget, Carry Forwards &amp; Approved Adjustments</b>		<b>\$ 60,012,086</b>

Dept	Project No	Project Title	Project Description	Adjusted Budget (EOY)	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Status	
Capital Works Delivery	4365	Relocation of Sporting Clubs from RF Miles to Belvedere Rese	Frankston City Council co-contribution to funding received from the Level Crossing Removal Authority (LXRA) to facilitate the relocation of sporting clubs from RF Miles Reserve to Belvedere Reserve in Seaford. LXRA will fund to capped amount of \$1.85M. Council's co-contribution in 2019/20 will cover the balance of the funding required for the reinstatement of the oval to be ready by March 2020.	1,050,000													OK	
Capital Works Delivery	4371	Frankston Skate Park Audit	Condition and risk assessment of the Frankston Skate Park.	5,000													Completed	
Capital Works Delivery	4380	Install Water Drinking Fountains at Sports Reserves	Installation of water drinking fountains at various sporting reserves	85,000													OK	
Capital Works Delivery	4381	Cricket Nets Construction - Kananook Reserve	Construction of new cricket nets at Kananook Reserve to accommodate trainings for the Seaford Cricket Club whilst they are relocated from RF Miles Reserve due to LXRA works.	100,000													OK	
<b>Smart Cities Infrastructure</b>																		
Facilities	3089	Installation of CCTV cameras	As part of the Safer Streets Programme & Community Crime Prevention. Funding for CCTV cameras for Belvedere Shops, Frankston Foreshore and CAA. Project officers liaising with Venia to confirm system enhancements and scope for 2018/19.	80,000													OK	
<b>Sustainability Initiatives</b>																		
Capital Works Delivery	3471	Robinsons Reserve Water Recycling Scheme	Pumping system at Baxter Park for Robinsons Road Recycled Water Scheme	2,456													OK	
Facilities	3839	Renewable Energy for Frankston	Installation of a 10kW solar power system to improve the environmental performance of a Council facility and reduce the tenant's electricity use/costs and emissions. Project ready 2018-19.	178,166													OK	
Capital Works Delivery	4289	Baxter Park Supply and Install Pump	Supply and Install Pump	60,000													OK	
Sustainable Assets	4352	Solar PV feasibility assessment and detailed design study	Funding to undertake an additional feasibility and detailed design study of solar power for Council facilities, e.g. Karling PLACE, Bruce Park Hall, Carrum Downs Multipurpose Sporting Complex, Ballam East Football and Cricket Pavilion, Frankston Yacht Club, public amenities, some preschools. Project ready 2018-19.	30,000													OK	
<b>Urban Revitalisation</b>																		
Commercial Services	1587	Fit-Out of the Frankston Yacht Club	Council contribution to the fit-out of the Frankston Yacht Club. This includes fit-out to the restaurant, function centre and kitchen. Planning - 2017/18 Construction - 2018/19	700,000													OK	
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.	19,184													Completed	
Capital Works Delivery	3911	Beach Street, 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.	196,209													OK	
Capital Works Delivery	3912	Evelyn Street Stage 3 Streetscape	Extent of works: Design and Construction of Evelyn Street between O'Grady Avenue to the north and Beach Street (FAA) to the south. Scope of works: 1. Footpath upgrades consistent with the Draft FAA Streetscape Strategy; 2. Avenue trees and planter beds; 3. New street furniture; 4. Pedestrian safety improvements to the Fletcher Road / Evelyn Street roundabout subject to VicRoads approval.	30,000													Not Started	
CAA Development	4013	Nepean Highway Boulevard Stage 1 - Detail Documentation and	Nepean Highway Beach street to Davey St. Scope of works to be approved by Council through schematic design phase.	15,631													OK	
CAA Development	4014	Playne St streetscape upgrade - Design	Playne Street to Young Street. Include paving, tree planting, street lighting and furniture upgrade.	32,605													OK	
Capital Works Delivery	4015	Station Street Mall Upgrade (Stage 1 - west of Clyde Street)	Upgrade includes new street furniture, paving, tree planting, garden beds, outdoor play, feature lighting	968,169													OK	
CAA Development	4016	Shannon Mall Upgrade - Tender and Construction	Upgrade includes new street furniture, paving, tree planting, garden beds, outdoor play, feature lighting.	31,573													OK	
CAA Development	4017	Ross Smith Avenue East Upgrade	Upgrade includes new street furniture, paving, street lighting, street trees and garden beds.	68,039													OK	
CAA Development	4018	Thompson Street Upgrade - Design	Thompson St. Install Signage, repaving, furniture and planting	35,688													OK	
Capital Works Delivery	4091	Bulk Street Tree Planting - Boulevards - Nepean Highway	Tree planting along Nepean Highway to create consistent tree lined street. \$100k to be sought from State Government.	233,900													OK	
CAA Development	4176	Clyde St Mall Upgrade	Upgrade includes new street furniture, paving, street lighting, street trees and garden beds.	97,765													OK	
Capital Works Delivery	4214	Neighbourhood Streetscape - Beach Street (East), Frankston	Design to Redevelop Beach Street (East) shopping strip, Frankston	20,000													Watch List	
Capital Works Delivery	4244	Boulevards & Gateway Treatments - Boulevards	Tree planting along Cranbourne Road, McMahoons Road to Peninsula Link, to create consistent tree lined street	200,000													OK	
CAA Development	4309	Station Street Mall Upgrade (Stage 2 - east of Clyde Street)	Upgrade includes improved pedestrian connections between Young St and Station St Mall with new paving, street furniture and tree planting. Design 2018/19. Construction scheduled 2019/20.	20,000													OK	
Capital Works Delivery	4321	Lighting Frankston Program	a) Proposal for Public Space Illumination Trial Implementation b) Proposal for illuminated signage in Seaford at the strip facing IGA c) Proposal to implement LED lighting at selected trees on Nepean Highway Davey Street to Fletcher Road d) Fairy bud lighting implementation at various (16) locations: 1x PARC 1x Pines Pool 2x Ballam Park 1x Cnr Fletcher Rd & Cranbourne Rd 2x Davey Street 2x Playne Street 4x Beach Street (FMAC) 1x Kananook Creek Blvd 1x Entrance of Seaford Railway Station 1x Entrance of Kananook Railway Station e) Include underpass lighting design for beach St / McMahoons Rd Underpass	115,768													OK	



**SCHEDULE OF CAPITAL WORKS DELIVERY - 2018/19  
AS AT END SEPTEMBER 2018**

Project Phase	Status	
Planning and Scoping	OK	Ahead of schedule or within 1 month
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Procurement	Intervene	Delayed beyond 2 months of schedule
Delivery	C	Completed
Handover and Closure		
Not Started		

	FULL YEAR
<b>Overall program Adopted Budget, Carry Forwards &amp; Approved Adjustments</b>	<b>\$ 60,012,086</b>

Dept	Project No	Project Title	Project Description	Adjusted Budget (EOY)	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Status
Capital Works Delivery	4348	Shopping Strip Aesthetics - Streetscape Upgrade	Shopping strip upgrades including plantings, street furniture and lighting improvements: 1. Beach Street 2. Railway Parade 3. Monterey Blvd 4. Excelsior Drive 5. Fairway Street 6. Kareela Road Planning - 2018/19 Implementation - 2019/20 & 2020/21 Joint Councillor Submission - Cr Bolam & Councillor Aitken	20,000													OK
Capital Works Delivery	4350	Karingal Gateway Landmark Upgrade	Project proposal for an upgrade of the Karingal Gateway Landmark. Project clarified to remove steps, provide mass plantings and light up Karingal signage. Joint Councillor Submission - Cr Bolam & Councillor Aitken	30,000													OK
Capital Works Delivery	4366	Seaford Foreshore Illuminated Gateway Signage - Seaford Shop	Councillor submission for illuminated gateway signage in Seaford at the strip facing the local IGA. Signage to be the same as the Frankston Foreshore Gateway Signage. Planning - 2018/19 Construction - 2019/20 Councillor Submission - Cr Bolam	20,000													OK
Capital Works Delivery	4367	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. Potential to include as a site in the street Art festival. Relies on 50% co-contribution from VicTrack Joint Councillor Submission - Cr Bolam and Cr Aitken	70,000													OK
<b>Waste Management</b>																	
Recycling Services	3087	Litter Bin Replacement Program - Throughout Municipality	Annual replacement program of litter bins throughout the city.	50,000													OK
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.	311,281													Watch List

**Executive Summary****12.4 September 2018 Quarterly Financial Report**

*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 brief Council on the financial performance to 30 September 2018 against the 2018-2019 Annual Budget.

**Recommendation (Director Corporate Development)**

That Council receives and notes the Council Financial Report for the quarter ended 30 September 2018.

**Key Points / Issues**

- The operating financial position at 30 September 2018 is satisfactory and it is anticipated that Council will be on track to complete the current financial year within the 2018-2019 budget.
- The balance sheet and cash flow position is sound as at 30 September 2018.
- In relation to loan borrowings, Council repaid a \$6.720M loan to the National Australia Bank in September 2018. This reduces Council's current loan borrowings to \$28.296M.
- At Council's Special Meeting held on 12 June 2018 to adopt the 2018-2019 Annual Budget, Council resolved the following:

*"In the event savings cannot be sourced in the proposed Annual Budget 2018-2019, that Council resolves to remove the following items from the 2018-2019 Capital Works Program budget totalling \$753,233 and that they be considered at the Mid-Year Budget Review for reinstatement:*

<i>BF1</i>	<i>Frankston-Flinders Road Bicycle Facilities</i>	<i>\$320,000</i>
<i>S1</i>	<i>Neighbourhood Streetscape – Beach Street</i>	<i>\$320,000</i>
<i>OS15</i>	<i>Forward Design Program</i>	<i>\$113,233</i>
<b><u>Total:</u></b>		<b><u>\$753,233</u></b>

At the time of preparing this report, there were no savings identified for the year ending 30 June 2018 or for the first financial quarter ending 30 September 2018. It is recommended that the projects identified within the resolution are removed from the 2018-2019 Capital Works Program and be considered for the 2019-2020 budget process. At this stage, the Mid-Year Budget review listed items indicate an unfavourable result and these projects would only add to the deficit.

## 12.4 September 2018 Quarterly Financial Report

**Executive Summary**

- At Council's Special Meeting held on 12 June 2018 to adopt the 2018-2019 Annual Budget, Council resolved the following:

*“Resolves to find savings in the proposed Annual Budget 2018-2019 to include further capital and operating amendments totalling \$240,314 for the following:*

- Allocates \$50,000 towards the preparation of drawings for the upgrade of Pines Football Netball Club (capital one-off cost);*
- Council endorses the approval of additional grant funding towards the Lyrebird Community Centre Christmas Event (\$30,000 operating one-off cost);*
- Allocates \$150,000 towards the planning for the future use of Linen House, which is required upon completion of the Expression of Interest process(capital one-off cost);*
- Allocates \$8,000 for Frankston History Celebration Day (operating ongoing expenditure);Council endorses the 12 month trial to remove FOI Search, FOI Inspection and administrative fees for filming, photography, circus, commercial and community events (\$2,314 ) operating one-off income.”*

Part four of the above resolution relating to the 12 month trial to remove FOI Search and FOI Inspections fees is not able to be implemented as it is inconsistent with legislation. Legal advice has been obtained which indicates that the fees and charges under the Freedom of Information Act 1982 are statutory charges which cannot be removed by a Council resolution.

Therefore the FOI charges will continue to be levied in accordance with the statutory requirements, and will continue to be waived in accordance with the legislation wherever this is appropriate, and in keeping with the spirit of the legislation.

- At Council's Special Meeting held on 12 June 2018 to adopt the 2018-2019 Annual Budget, Council resolved the following:

*“In summary, the financial implications of the items noted in 1.1, 1.2 and 1.3 can be shown below totalling \$753,233:*

<b>Ongoing operating expenditure</b>	<b>\$346,519</b>
One-off operating expenditure	\$104,000
One-off operating income	\$ 2,714
One-off capital works costs	\$300,000
<b>TOTAL</b>	<b><u>\$753,233”</u></b>

*The CEO will provide a report back to the 10 September Council Meeting identifying the potential savings from the Annual Budget 2018-2019 to fund the long term ongoing operating items listed in 1.1, 1.2 and 1.3.*

The above resolution has an ongoing financial impact relating to the 2019-2020 financial year and beyond for the listed item of 'Ongoing operating expenditure \$346,519. At the time of preparing this report, there were no ongoing savings identified for the year ending 30 June 2019 and beyond. It is recommended that the savings be considered during the Mid-Year Budget Review process.

- (i) Underlying operating result: The underlying operating result is directly attributable to operations and excludes items such as capital grants and contributions and non-monetary assets. The impact of the underlying operating result is of most concern as this is the key indicator of financial performance.

**12.4 September 2018 Quarterly Financial Report****Executive Summary**

Council's forecast full year underlying operating position is indicating a surplus of \$11.505M, this is a \$0.430M unfavourable variance compared to the adopted 2018-2019 budget position of \$11.935M surplus. The significant factors which contribute to this variance are:

- Grants – operating – \$0.479M favourable variance. The increase in government funding relates to the following areas:
  - \$0.291M additional grant funding in Family Health Support Services which is primarily non-recurrent funding relating to programs and an increase in subsidy for Maternal & Child Health.
  - \$0.172M additional grant funding received in Community Safety relating to an increase in the subsidy for School Crossings and Natural Disasters Resilience.
- User fees and charges – \$0.457M favourable variance. The increase in user fees and charges relates to the following areas:
  - \$0.172M additional income in Theatre Operations in Arts & Culture due to greater than anticipated demand for venue hire.
  - \$0.243M additional income in Financial & Corporate Planning due to the receipt of sale of valuation data received in 2018-2019 which was originally budgeted to be received last financial year.
  - \$0.200M reduction in income in Community Safety due to car parking fees being waived in some car parks due to the reduced car parking available at the train station.
- Other income - \$0.371M favourable variance. The increase in Other income is mainly due to:
  - \$0.365M increase in investment interest based on higher levels of cash holdings due to a delay in delivery of the capital works program.
- Materials and services - \$1.185M unfavourable variance. The increase in materials and services is mainly due to:
  - \$0.338M increased expenditure for building maintenance in Facilities due to adjustments to the Ventia contract for additional building assets included for routine maintenance, increased frequency of public toilet usage and cleaning obligations and increased number of reactive work due to storm and flood events.
  - \$0.211M additional expenditure for corporate insurances due to changes in the insurance market increasing costs and insurance excess claims paid.
  - \$0.137M additional expenditure across Family Health Support Services, Arts & Culture and Community Safety to deliver programs for which additional grant income has been received.
- Employee Costs - \$0.537M unfavourable variance. The increase in Employee costs is mainly due to:
  - \$0.132K increased expenditure in Theatre Operations in Arts & Culture to adequately staff the extra demand for venue hire, which is offset by additional income.
  - \$0.228K additional expenditure in Family Health Support Services to deliver programs for which additional grant income has been received.

**12.4 September 2018 Quarterly Financial Report****Executive Summary**

- (ii) Operating Result: The operating result allows the impact of non-operating or once off items on the net surplus or deficit for the year to be measured. Council's operational performance for the forecast full year position indicates a surplus of \$21.527M, this is a \$0.872M favourable variance compared to the adopted 2018-2019 budget position of \$20.655M surplus. This favourable variance is due to the increase grants and contributions being received for the capital works program.

**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 will be 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**

This report does not require community consultation. The Executive Management Team have reviewed and endorsed the financial results.

**2. Other Stakeholders**

Not applicable.

**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 produce a report which compares the budgeted revenue and expenditure for the financial year with the actual revenue and expenditure to date.

**12.4 September 2018 Quarterly Financial Report****Executive Summary**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.

**Risk Mitigation**

Council has implemented a number of risk mitigation processes including:

- Development of a Long Term Financial Plan which assists in determining Council's financial viability into the future.
- Council is subject to an annual external audit process and also has its own internal audit function which reviews critical processes from time to time.
- Council also has an "Instrument of Delegation" which clearly defines each person's level of financial authority.
- Council has numerous policies and internal checking processes to assist with ensuring that Council's processes and source data is accurate and the risk of fraud is minimised.

**Conclusion**

The forecast full year operating result is anticipated to be a surplus of \$21.527M which compares favourably by \$0.872M to the 2018-2019 budgeted surplus of \$20.655M.

The overall financial position at 30 September 2018 is satisfactory, expenditure for the remainder of the year will continue to be closely managed in order to ensure that a favourable financial result will be achieved. Achieving the full delivery of the capital works program continues to be a challenge.

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**ATTACHMENTS**

Attachment A: [↓](#) Quarterly Financial Performance Report - September 2018

# Frankston City Financial Performance Report September 2018



*opportunity » growth » lifestyle*



*Quarter one:  
July - September 2018*

## 1. Quarterly financial performance summary

The following quarterly financial report provides a summary and analysis of Council's financial performance for the three (3) months to September 2018. The report is designed to ensure consistency with the 2018-2019 adopted budget, compliance with statutory requirements and to measure Council's overall financial performance.

A summary of the key financial data is as follows:

	Full Year			
	Forecast	Budget	Variance	Variance
	\$'000s	\$'000s	\$'000s	%
Underlying operating result (1)	11,505	11,935	(430)	(3.60%)
Accumulated Cash Position	341	500	(159)	(31.80%)
Cash and investments	82,732	92,197	(9,465)	(10.26%)
Capital works expenditure	59,385	50,857	8,528	16.77%

( ) Denotes negative result

(1) The underlying operating result is one of Council's key indicators of financial performance as it measures Council's day to day operating activities. It excludes one-off items such as capital grants and contributions as well as non-monetary assets.

The underlying operating result is of most concern as Council's long term financial viability depends on its ability to make an operating surplus on a day to day basis in order to fund the replacement of assets and to fund new projects. In the longer term this result must be brought to a balanced or surplus result.

A detailed analysis of the September quarterly results is provided in the following report.

## 2. Financial performance scorecard – September 2018

KEY INDICATOR	Year to Date	Full Year	Full Year
	Actual vs Budget	Forecast vs Budget	Forecast \$'000
<b>Operating performance</b>			
Operating revenue			163,425
Operating expenditure			151,920
Underlying operating result			11,505
Operating result for the year			21,527
<b>Capital Performance</b>			
External funding sources			9,323
Expenditure			
Asset renewal			26,613
Expansion			2,096
New and upgrade			30,675
<b>Performance Indicators</b>			
Loan borrowings			29,811
Investment			82,732
Rates collection			97%
Working capital ratio			3.10

### 3. Income statement

The September 2018 financial performance position highlights some key outcomes that are covered in the points below.

#### Summary of Financial Results

Description	Ref.	Year to Date			2018-2019 Forecast \$'000	Full Year	
		Sep-18 Actual \$'000	Sep-18 Rev. Budget \$'000	Fav/(Unfav) Variance \$'000		2018-2019 Budget \$'000	Fav/(Unfav) Variance \$'000
<i>Operating</i>							
Revenue		38,537	39,121	(584)	162,710	161,382	1,328
Expenditure		32,157	33,156	(1,000)	151,920	150,162	(1,758)
Gain/(Loss) on disposal of assets		124	179	(55)	715	715	(0)
<b>Underlying operational result</b>	<b>(i)</b>	<b>6,505</b>	<b>6,144</b>	<b>361</b>	<b>11,505</b>	<b>11,935</b>	<b>(430)</b>
<i>Capital</i>							
Revenue		524	554	(30)	10,023	8,720	1,303
<b>Operational surplus/(deficit)</b>	<b>(ii)</b>	<b>7,028</b>	<b>6,697</b>	<b>331</b>	<b>21,527</b>	<b>20,655</b>	<b>872</b>

**(i) Underlying operating result:** The underlying operating result is directly attributable to operations and excludes items such as capital grants and contributions and non-monetary assets. The impact of the underlying operating result is of most concern as this is the key indicator of financial performance.

Council's forecast full year underlying operating position is indicating a surplus of \$11.505M, this is a \$0.430M unfavourable variance compared to the adopted 2018-2019 budget position of \$11.935M surplus. The significant factors which contribute to this variance are:

- **Grants – operating – \$0.479M favourable variance.** The increase in government funding relates to the following areas:
  - a. \$0.291M additional grant funding in Family Health Support Services which is primarily non-recurrent funding relating to programs and an increase in subsidy for Maternal & Child Health.
  - b. \$0.172M additional grant funding received in Community Safety relating to an increase in the subsidy for School Crossings and Natural Disasters Resilience.
- **User fees and charges – \$0.457M favourable variance.** The increase in user fees and charges relates to the following areas:
  - a. \$0.172M additional income in Theatre Operations in Arts & Culture due to greater than anticipated demand for venue hire.
  - b. \$0.243M additional income in Financial & Corporate Planning due to the receipt of sale of valuation data received in 2018-2019 which was originally budgeted to be received last financial year.
  - c. \$0.200M reduction in income in Community Safety due to car parking fees being waived in some car parks due to the reduced car parking available at the train station.
- **Other income - \$0.371M favourable variance.** The increase in Other income is mainly due to:
  - a. \$0.365M increase in investment interest based on higher levels of cash holdings due to a delay in delivery of the capital works program.

- **Materials and services - \$1.185M unfavourable variance.** The increase in materials and services is mainly due to:
  - a. \$0.338M increased expenditure for building maintenance in Facilities due to adjustments to the Ventia contract for additional building assets included for routine maintenance, increased frequency of public toilet usage and cleaning obligations and increased number of reactive work due to storm and flood events.
  - b. \$0.211M additional expenditure for corporate insurances due to changes in the insurance market increasing costs and insurance excess claims paid.
  - c. \$0.137M additional expenditure across Family Health Support Services, Arts & Culture and Community Safety to deliver programs for which additional grant income has been received.
  
- **Employee Costs - \$0.537M unfavourable variance.** The increase in Employee costs is mainly due to:
  - a. \$0.132K increased expenditure in Theatre Operations in Arts & Culture to adequately staff the extra demand for venue hire, which is offset by additional income.
  - b. \$0.228K additional expenditure in Family Health Support Services to deliver programs for which additional grant income has been received.

**(ii) Operating Result:** The operating result allows the impact of non-operating or once off items on the net surplus or deficit for the year to be measured. Council's operational performance for the forecast full year position indicates a surplus of \$21.527M, this is a \$0.872M favourable variance compared to the adopted 2018-2019 budget position of \$20.655M surplus. This favourable variance is due to the increase grants and contributions being received for the capital works program.

## 4. Capital works statement

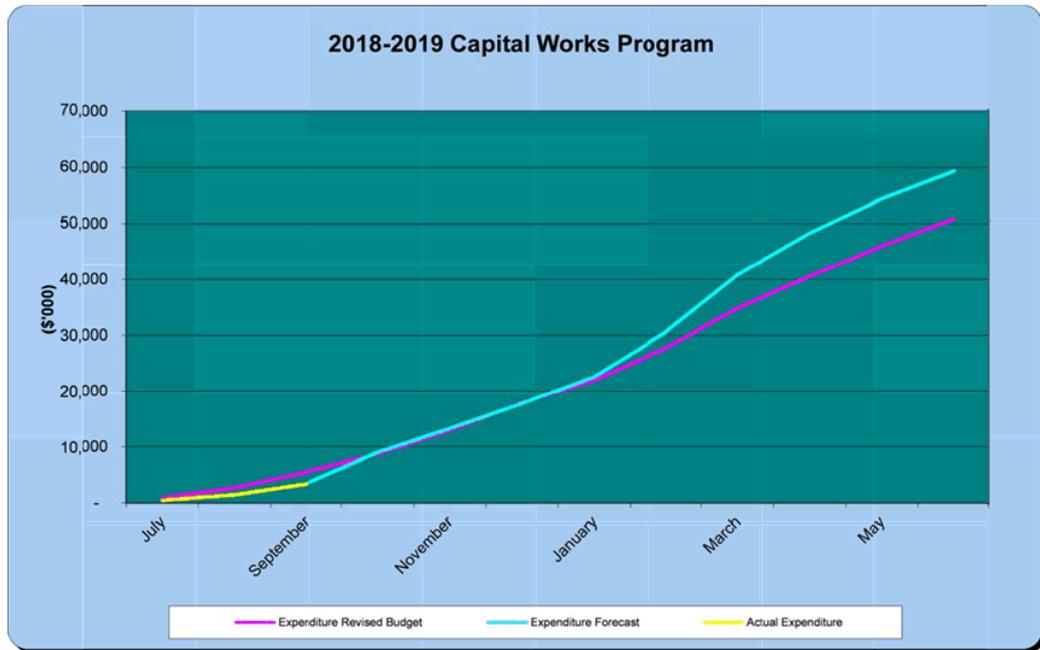
### Statement of Capital Works

For the quarter ending September 2018

	Year to date			Full year		
	Actual \$'000	Budget \$'000	Variance \$'000	Forecast \$'000	Budget \$'000	Variance \$'000
Total property	811	970	159	13,280	14,031	751
Total plant and equipment	694	646	(48)	6,131	4,870	(1,261)
Total infrastructure	1,862	3,861	1,999	39,973	31,956	(8,017)
<b>Total capital works expenditure</b>	<b>3,367</b>	<b>5,477</b>	<b>2,110</b>	<b>59,384</b>	<b>50,857</b>	<b>(8,527)</b>
<b>Represented by:</b>						
New asset expenditure	644	1,460	816	21,546	19,717	(1,829)
Asset renewal expenditure	2,481	3,708	1,227	26,613	24,470	(2,143)
Asset expansion expenditure	44	146	102	2,096	1,750	(346)
Asset upgrade expenditure	198	163	(35)	9,129	4,920	(4,209)
<b>Total capital works expenditure</b>	<b>3,367</b>	<b>5,477</b>	<b>2,110</b>	<b>59,384</b>	<b>50,857</b>	<b>(8,527)</b>
<b>Funding:</b>						
<b>External</b>						
Government grants	202	325	123	5,700	4,495	(1,205)
Contributions	46	-	(46)	2,608	2,510	(98)
Proceeds from sale of assets	309	240	(69)	1,015	1,015	-
<b>Total external funding</b>	<b>557</b>	<b>565</b>	<b>8</b>	<b>9,323</b>	<b>8,020</b>	<b>(1,303)</b>
<b>Internal</b>						
Reserve funds	90	327	237	1,148	1,115	(33)
Rates funding	2,720	4,585	1,865	48,913	41,722	(7,191)
<b>Total internal funding</b>	<b>2,810</b>	<b>4,912</b>	<b>2,102</b>	<b>50,061</b>	<b>42,837</b>	<b>(7,224)</b>
<b>Total funding</b>	<b>3,367</b>	<b>5,477</b>	<b>2,110</b>	<b>59,384</b>	<b>50,857</b>	<b>(8,527)</b>

After three months, expenditure year to date is \$3.367M against the \$5.477M approved program.

The end of year forecast expenditure of \$59.384M at this early stage is primarily on track, however with a large carry forward the delivery of the program needs to be monitored closely. The \$8.527M forecast increase in capital expenditure is mainly due to the proposed 2018-2019 carry forward projects of \$9.108M.



## 5. Balance sheet

The balance sheet as at 30 September 2018 indicates a continued satisfactory result. Council's net assets are valued at \$1.740 billion at the end of September 2018, and are forecast to be \$1.754 billion at the end of June 2019.

A comparison of total current assets of \$127.567M with total current liabilities of \$42.325M (working capital ratio YTD of 3.02 to 1) depicts a satisfactory financial position. The working capital ratio is higher compared to the same time last year as a result of payout of a loan in the 2018-2019 financial year.

### Schedule of other reserves

	Opening Balance 01/07/2018 \$'000	Transfer to reserve \$'000	Transfer from \$'000	Closing balance 30/09/2018 \$'000
<b>Statutory reserves</b>				
Public resort and recreation	5,467	276	(2)	5,741
Subdivision roadworks	133	-	-	133
Infrastructure assets	74	-	-	74
Car parking	10	-	-	10
<b>Total statutory reserves</b>	<b>5,684</b>	<b>276</b>	<b>(2)</b>	<b>5,958</b>
<b>Discretionary reserves</b>				
Strategic asset reserve	25,989	-	-	25,989
MAV LGFV fund	15,542	208	(6,635)	9,115
Unexpended grant reserve	12,350	-	(1,950)	10,400
PARC asset management sinking fund	6,000	750	-	6,750
Capital projects reserve	7,313	-	-	7,313
Resource efficiency reserve	45	2	-	47
<b>Total discretionary reserves</b>	<b>67,239</b>	<b>960</b>	<b>(8,585)</b>	<b>59,614</b>
<b>Total other reserves</b>	<b>72,923</b>	<b>1,236</b>	<b>(8,587)</b>	<b>65,572</b>

	2017-2018 Actual \$'000	2018-2019 Actual \$'000
<b>Trade and other receivables</b>		
<b>Current receivables</b>		
Ratepayer receivables	23,251	22,887
Interest on rates	219	207
Special rates and charges	146	146
Infringements	3,244	4,020
Provision for doubtful debts - infringements	(1,907)	(2,172)
Other receivables	2,328	2,769
Provision for doubtful debts - other debtors	(100)	(109)
	<u>27,181</u>	<u>27,747</u>
<b>Non current receivables</b>		
Special rates and charges	67	20
<b>Total receivables</b>	<b><u>27,248</u></b>	<b><u>27,767</u></b>

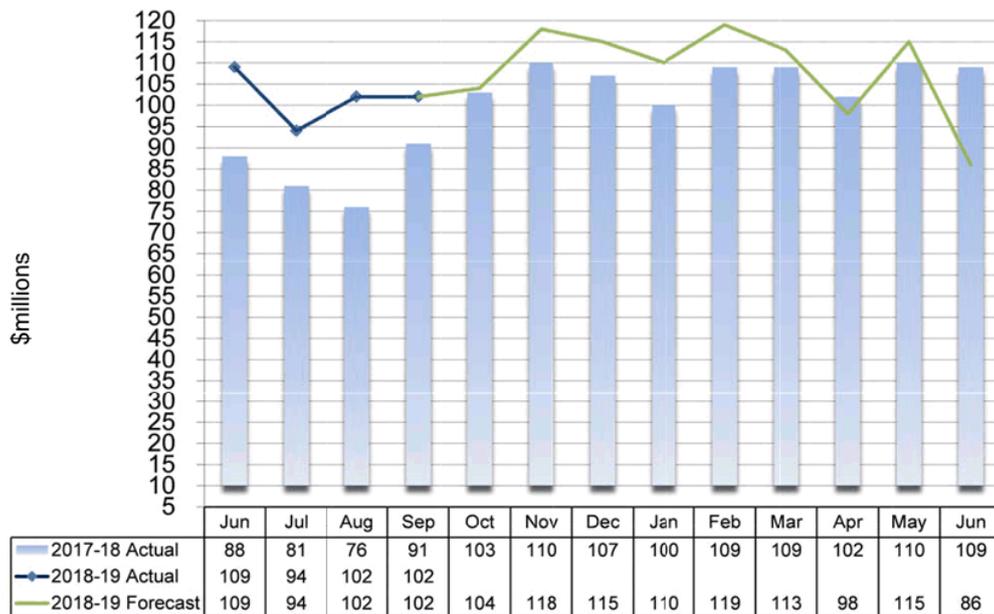
For a full balance sheet please refer to [Attachment C](#).

## 6. Cash flow

Council’s cash flow statement provides information in regards to net cash flow from operating activities, cash flows from investing activities and cash flows from financing activities. These results provide information in regards to cash generated or spent on the different type of activities undertaken by Council.

The net cash flows from operating activities measure cash generated from Council’s ongoing day to day operations. It is imperative that a surplus is generated from cash flows from operations as these funds are used to fund capital works (investing activities) as well as repaying any loans (financing activities).

Refer to [Attachment D](#) for the cash flow statement.



## 7. Loans

Council is within the approved principles of loan funding and has ensured that Council is within prudential limits set by the Victorian Government. Council repaid a \$6.720M loan to the National Australia Bank in September 2018. The status of Council's loan borrowings as at the 30 September 2018 are listed in the table below:

Financial Institution	Debt principal @ 30/06/2018 \$'000's	Principal repaid \$'000's	New borrowings \$'000's	Debt principal @ 30/09/2018 \$'000's	Interest Paid \$'000's	Loan repayments due over next 12 months \$'000's
National Australia Bank	6,720	6,720	-	-	84	-
National Australia Bank	12,828	74	-	12,754	222	1,183
National Australia Bank - MAV	15,542	-	-	15,542	156	-
<b>Total</b>	<b>35,090</b>	<b>6,794</b>	<b>-</b>	<b>28,296</b>	<b>462</b>	<b>1,183</b>

## 8. Investments

Council is complying with its Investment Policy (adopted by Council on 14 April 2014) that ensures effective and responsible utilisation of Council's surplus cash funds within the government legislative framework and applicable Federal and State regulations. As term deposits mature, funds will be spread more equitably across financial institutions as per the policy. Council's investment holdings as at 30 September 2018 were \$99.915M.

Council's investment interest income at 30 September 2018 is \$0.527M compared to a year to date budget of \$0.163M. Council's investment income is on track to exceed budget.

Council's investments as at the 30 September 2018 are listed in the tables below.

### Investments by financial institution

Bank	Amount Invested
WBC	\$ 9,960
Bendigo	\$ 11,727
Bankwest	\$ 17,500
NAB	\$ 18,000
CBA	\$ 1,000
CBA	\$ 41,728
<b>Total funds invested</b>	<b>99,915</b>

**Liquidity of investments**

Type of investments	Term	Amount Invested
Call accounts	At Call	41,728
Term deposits	30 days or less	3,000
Term deposits	31 to 60 days	14,500
Term deposits	61 days to 90 days	4,000
Term deposits	91 days to 120 days	12,000
Term deposits	121 days to 150 days	1,509
Term deposits	151 days to 180 days	3,129
Term deposits	181 days to 270 days	3,568
Term deposits	271 days to 365 days	10,981
Term deposits	365 days +	5,500
	<b>Total funds invested</b>	<b>99,915</b>

**9. Conclusion**

The forecast full year net underlying result is anticipated to be a surplus of \$11.505M which compares unfavourably by \$0.430M to the 2018-2019 budgeted surplus of \$11.935M.

The overall financial position at 30 September 2018 is satisfactory. Council still has nine months remaining of the financial year to monitor these results and will continue to manage outcomes carefully in order to achieve the 2018-2019 budget.

Attachment A – Income Statement

**INCOME STATEMENT**

For Quarter Ending September, 2018

Description	Year to Date			Full Year		
	Sep-18	Sep-18	Fav/(Unfav)	2018-2019	2018-2019	Fav/(Unfav)
	Actual	Budget	Variance	Forecast	Budget	Variance
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
<b>Revenue</b>						
Rates and charges	29,108	29,149	(41)	121,455	121,455	-
Government grants - operating	3,516	4,989	(1,473)	18,670	18,190	479
User fees and charges	3,734	3,243	491	13,870	13,413	457
Statutory fees and fines	1,247	1,103	144	5,887	5,867	20
Other income	932	637	295	2,828	2,457	371
Proceeds from sale of property, infrastructure, plant and equipment	124	179	(55)	715	715	-
<b>Total income</b>	<b>38,661</b>	<b>39,300</b>	<b>(639)</b>	<b>163,425</b>	<b>162,097</b>	<b>1,328</b>
<b>Expenditure</b>						
Employee costs	13,947	13,762	(185)	65,010	64,472	(537)
Materials and services	9,488	10,471	982	51,098	49,913	(1,185)
Depreciation	7,666	7,818	152	31,274	31,274	-
Borrowing costs	453	453	-	1,573	1,573	-
Bad and doubtful debts	127	76	(51)	320	305	(15)
Other expenses	475	576	101	2,645	2,625	(21)
<b>Total expenditure</b>	<b>32,157</b>	<b>33,156</b>	<b>1,000</b>	<b>151,920</b>	<b>150,162</b>	<b>(1,758)</b>
<b>Underlying surplus /(deficit)</b>	<b>6,504</b>	<b>6,144</b>	<b>361</b>	<b>11,505</b>	<b>11,935</b>	<b>(430)</b>
Contributions - capital	46	0	46	2,608	2,510	98
Government grants - capital	202	325	(123)	5,700	4,495	1,205
Contributions - non monetary assets	-	-	-	800	800	-
Contributions - cash	276	229	47	915	915	-
<b>Surplus /(deficit) for the period</b>	<b>7,028</b>	<b>6,697</b>	<b>331</b>	<b>21,527</b>	<b>20,655</b>	<b>872</b>

## Attachment B – Capital Works Statement

### Statement of Capital Works

For the quarter ending September 2018

	Year to date			Full year		
	Actual \$'000	Budget \$'000	Variance \$'000	Forecast \$'000	Budget \$'000	Variance \$'000
<b>Property</b>						
Buildings	811	970	159	13,280	14,031	751
<b>Total buildings</b>	<b>811</b>	<b>970</b>	<b>159</b>	<b>13,280</b>	<b>14,031</b>	<b>751</b>
<b>Total property</b>	<b>811</b>	<b>970</b>	<b>159</b>	<b>13,280</b>	<b>14,031</b>	<b>751</b>
<b>Plant and equipment</b>						
Heritage plant and equipment	-	-	-	-	-	-
Plant, machinery and equipment	397	380	(17)	2,209	2,190	(19)
Fixtures, fittings and furniture	20	15	(5)	178	50	(128)
Computers and telecommunications	88	60	(28)	3,044	1,930	(1,114)
Library books	189	191	2	700	700	-
<b>Total plant and equipment</b>	<b>694</b>	<b>646</b>	<b>(48)</b>	<b>6,131</b>	<b>4,870</b>	<b>(1,261)</b>
<b>Infrastructure</b>						
Roads	23	1,277	1,254	10,538	8,890	(1,648)
Bridges	340	150	(190)	781	570	(211)
Footpaths and cycleways	275	362	87	3,252	3,205	(47)
Drainage	32	103	71	1,203	960	(243)
Recreational, leisure and community facilities	915	1,644	729	15,496	13,615	(1,881)
Waste management	23	10	(13)	339	125	(214)
Parks, open space and streetscapes	186	257	71	5,439	3,141	(2,298)
Off street car parks	62	5	(57)	1,981	570	(1,411)
Other infrastructure	6	53	47	944	880	(64)
<b>Total infrastructure</b>	<b>1,862</b>	<b>3,861</b>	<b>1,999</b>	<b>39,973</b>	<b>31,956</b>	<b>(8,017)</b>
<b>Total capital works expenditure</b>	<b>3,367</b>	<b>5,477</b>	<b>2,110</b>	<b>59,384</b>	<b>50,857</b>	<b>(8,527)</b>
<b>Represented by:</b>						
New asset expenditure	642	1,460	818	21,546	19,717	(1,829)
Asset renewal expenditure	2,481	3,708	1,227	26,613	24,470	(2,143)
Asset expansion expenditure	44	146	102	2,096	1,750	(346)
Asset upgrade expenditure	198	163	(35)	9,129	4,920	(4,209)
<b>Total capital works expenditure</b>	<b>3,365</b>	<b>5,477</b>	<b>2,112</b>	<b>59,384</b>	<b>50,857</b>	<b>(8,527)</b>
<b>Funding:</b>						
<b>External</b>						
Government grants	202	325	123	5,700	4,495	(1,205)
Contributions	46	-	(46)	2,608	2,510	(98)
Proceeds from sale of assets	309	240	(69)	1,015	1,015	-
<b>Total external funding</b>	<b>557</b>	<b>565</b>	<b>8</b>	<b>9,323</b>	<b>8,020</b>	<b>(1,303)</b>
<b>Internal</b>						
Reserve funds	90	327	237	1,148	1,115	(33)
Rates funding	2,720	4,585	1,865	48,913	41,722	(7,191)
<b>Total internal funding</b>	<b>2,810</b>	<b>4,912</b>	<b>2,102</b>	<b>50,061</b>	<b>42,837</b>	<b>(7,224)</b>
<b>Total funding</b>	<b>3,367</b>	<b>5,477</b>	<b>2,110</b>	<b>59,384</b>	<b>50,857</b>	<b>(8,527)</b>

Attachment C – Balance Sheet

**BALANCE SHEET**

As at September, 2018

Description	2017-2018	2018-2019	2018-2019	2018-2019
	Actual \$'000	Actual \$'000	Forecast \$'000	Budget \$'000
<b>Current assets</b>				
Cash and cash equivalents	56,117	63,924	43,544	64,899
Other financial assets	35,149	32,688	32,688	27,298
Trade and other receivables	27,181	27,747	17,100	14,984
Inventories	132	112	153	153
Other assets	2,980	3,096	2,740	1,062
<b>Total current assets</b>	<b>121,558</b>	<b>127,567</b>	<b>96,225</b>	<b>108,396</b>
<b>Non current assets</b>				
Trade and other receivables	67	20	1,283	1,283
Other financial assets	-	5,500	6,500	-
Intangible assets	2,165	1,325	1,245	2,505
Property, infrastructure, plant and equipment	1,357,371	1,677,779	1,709,834	1,403,443
<b>Total non current assets</b>	<b>1,359,604</b>	<b>1,684,624</b>	<b>1,718,862</b>	<b>1,407,231</b>
<b>Total assets</b>	<b>1,481,162</b>	<b>1,812,191</b>	<b>1,815,087</b>	<b>1,515,627</b>
<b>Current liabilities</b>				
Trade and other payables	5,162	6,216	13,690	13,690
Trust funds and deposits	20,140	24,536	5,454	5,454
Provisions	10,810	11,268	11,533	11,833
Interest bearing liabilities (Loans)	7,378	306	320	320
<b>Total current liabilities</b>	<b>43,490</b>	<b>42,325</b>	<b>30,997</b>	<b>31,297</b>
<b>Non current liabilities</b>				
Provisions	1,377	1,775	1,743	1,743
Interest bearing liabilities (Loans)	28,297	27,991	27,748	27,748
<b>Total non current liabilities</b>	<b>29,674</b>	<b>29,766</b>	<b>29,491</b>	<b>29,491</b>
<b>Total liabilities</b>	<b>73,164</b>	<b>72,091</b>	<b>60,488</b>	<b>60,788</b>
<b>Net assets</b>	<b>1,407,998</b>	<b>1,740,100</b>	<b>1,754,599</b>	<b>1,454,839</b>
<b>Represented by:</b>				
Accumulated surplus	661,323	703,695	712,519	695,288
Asset revaluation reserve	693,803	970,833	970,833	693,803
Other reserves	52,872	65,572	71,247	65,748
<b>Equity</b>	<b>1,407,998</b>	<b>1,740,100</b>	<b>1,754,599</b>	<b>1,454,839</b>

Attachment D – Cash Flow Statement

**CASH FLOW STATEMENT**

As at September, 2018

Description	2017-2018	2018-2019	2018-2019	2018-2019
	Actual \$'000	Actual \$'000	Forecast \$'000	Budget \$'000
<b>Cash flows from operating activities</b>				
Rates and charges	23,960	23,425	121,455	121,455
Grants	5,040	4,071	24,370	22,685
User fees and charges	3,165	4,039	13,870	13,413
Statutory fees and fines	1,044	929	5,887	5,867
Other income	4,124	1,278	8,355	2,055
Contributions - monetary	559	322	3,523	3,425
Employee costs	(13,505)	(14,064)	(65,010)	(64,472)
Materials and services	(15,301)	(16,005)	(51,418)	(50,218)
Other expenses	(642)	(475)	(2,645)	(2,625)
<b>Net cash provided by/(used in) operating activities</b>	<b>8,444</b>	<b>3,520</b>	<b>58,386</b>	<b>51,585</b>
<b>Cash flows from investing activities</b>				
Payments for property, infrastructure, plant and equip	(4,519)	(3,365)	(58,464)	(49,356)
Proceeds from sale of property, plant and equipment	324	309	1,215	1,215
Proceeds from investments	-	19,561	-	-
Payments for investments	(189)	-	-	-
<b>Net cash provided by/(used in) investing activities</b>	<b>(4,384)</b>	<b>16,505</b>	<b>(57,249)</b>	<b>(48,141)</b>
<b>Cash flows from financing activities</b>				
Repayment of borrowings	(189)	(6,794)	(7,023)	(7,023)
Finance costs	(320)	(309)	(1,573)	(1,573)
<b>Net cash provided by/(used in) financing activities</b>	<b>(509)</b>	<b>(7,103)</b>	<b>(8,596)</b>	<b>(8,596)</b>
<b>Net increase/(decrease) in cash and cash</b>	<b>3,551</b>	<b>12,922</b>	<b>(7,459)</b>	<b>(5,152)</b>
<b>Cash and cash equivalents at the beginning of the</b>	<b>52,566</b>	<b>51,002</b>	<b>51,002</b>	<b>70,051</b>
<b>Cash and cash equivalents at end of the year</b>	<b>56,117</b>	<b>63,924</b>	<b>43,543</b>	<b>64,899</b>

**Executive Summary****12.5 Council Plan Performance Report - Quarter one 2018-2019**

*Enquiries: (Kim Jaensch: Corporate 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 report on the Quarterly Council Plan Performance Report for quarter one July – September 2018 on the Council Plan Year two Initiatives.

**Recommendation (Director Corporate Development)**

That Council receives and notes the Quarterly Council Plan Performance Report for quarter one, July – September 2018.

**Key Points / Issues**

- The Council Plan Quarterly Performance report provides a status of the four year priorities, strategic indicators, major initiatives and initiatives delivering towards each long term community outcome in the Council Plan 2017-2021. The annual performance of the Council Plan is published in the Annual Report.
- The Quarterly Council Plan performance report has been formally noted by Council each financial quarter since February 2011. The report is available on Councils website and upon request.
- During 2018-2019, the year two initiatives of the Council Plan 2017-2021 are being reported. Of all the year two initiatives, 88 per cent are currently on track.

**Highlights for the first quarter are as follows:****Long term Community Outcome 1: A Planned City**

The draft concept plan for the proposed boat refuge has been prepared with survey and modelling works nearing completion.

Work has continued to protect the natural and coastal environment through a planning overlay and to improve our understanding of water quality in the Kananook Creek.

The Green Wedge Management Plan is on track to be completed by December 2018.

A significant grant was received to assess the feasibility of the existing Operations site for renewal and affordable housing.

**Long Term Community Outcome 2: A Liveable City**

Developer interest continues to grow with the announcement of funding to expand the hospital which will see additional jobs in the city. This is further supported by Monash University and Chisholm with regard to training, higher education and research support.

The vision of achieving the most liveable city continues to improve engagement of the community in the presentation and cleanliness of the city, increasing activity for good health and involvement in arts, culture and events.

**12.5 Council Plan Performance Report - Quarter one 2018-2019****Executive Summary****Long term Community Outcome 3: A Well Governed City**

Council's advocacy to both the State and Federal level has resulted in multimillion dollar commitments to projects such as the rail extension to Baxter, Safe Boat refuge and Coast Guard building and the Jubilee Park stadium redevelopment.

**Long term Community Outcome 4: A Well Managed City**

A 10 year Long Term Infrastructure Plan is currently in development which will align with the Long Term Financial Plan and be available for the 2019-2020 budget process.

In line with the implementation of Council's Digital Strategy, both data management and business processes are being reviewed for improvement opportunities.

**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 will be 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 known financial implications for the quarterly performance reports.

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

The Council Plan 2017-2021 was developed through a detailed community consultation process to determine four year priorities. The Quarterly Council Plan Performance Report is available to the community via Council's website and in hardcopy upon request.

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

There are no known environmental, economic and social implications with the Council Plan Quarterly Performance report.

**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.

**12.5 Council Plan Performance Report - Quarter one 2018-2019****Executive Summary**Legal

Reporting for quarter one has been prepared according to the *Local Government Act 1989* and the *Local Government (Planning and Reporting) Regulations 2014*.

Policy Impacts

There are no known impacts to policy decisions relevant to the quarterly performance reports.

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 main risk associated with quarterly performance reporting is the potential for inaccurate reporting of data. This has been reduced via the quarterly reporting process. The reports are reviewed by the Audit and Reporting Performance Project Team and Executive Management Team prior to going to Council and the Audit and Risk Committee.

**Conclusion**

The quarter one performance report highlights that Council is performing well and is overall making progress on year two of its commitments with 88 per cent of initiatives on track. The lead up to the elections will continue to activate opportunities for the key advocacy priorities which will have an overall positive impact for Frankston City.

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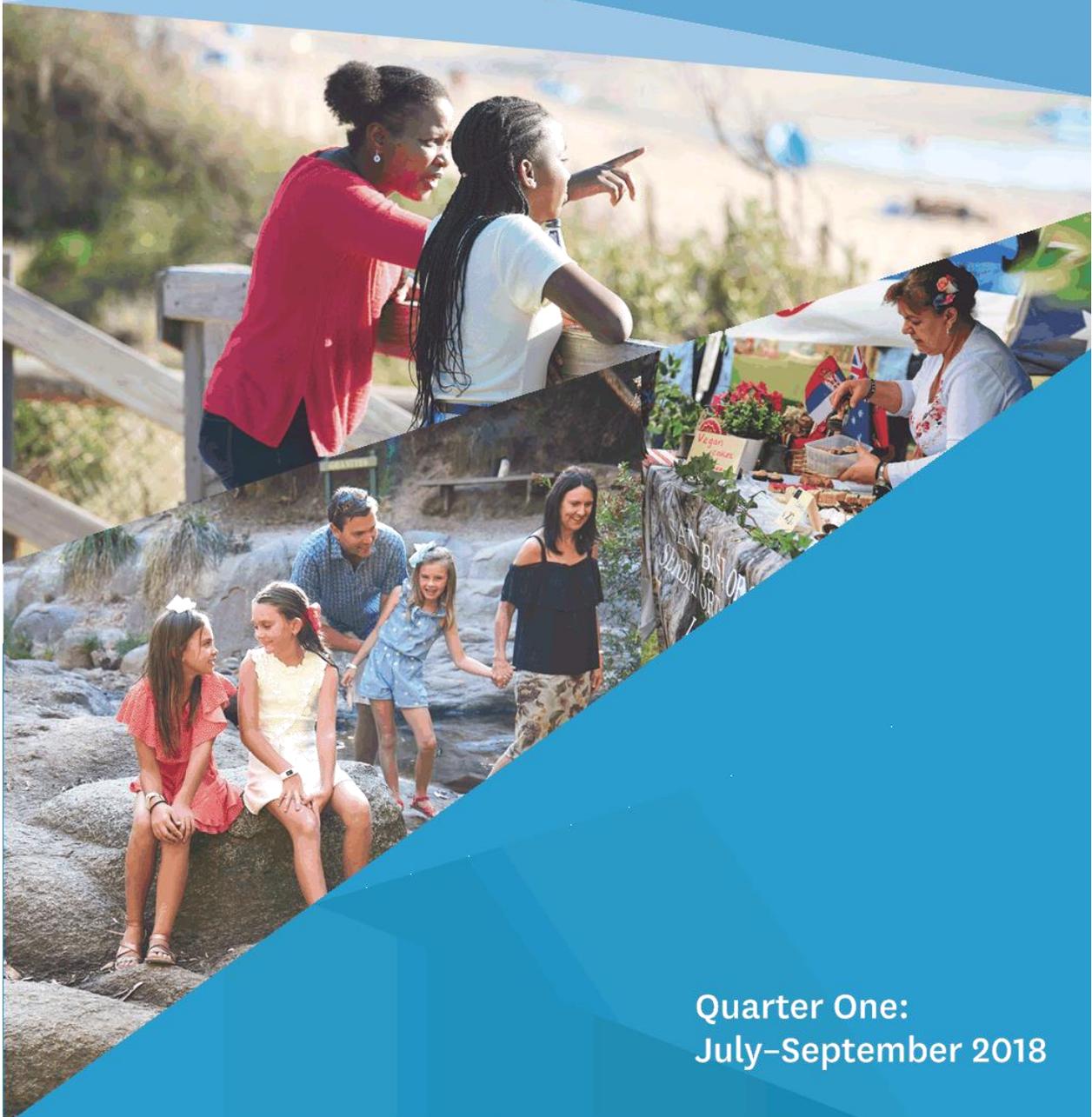
**ATTACHMENTS**

Attachment A: [↓](#) Frankston City - Council Plan - Quarter One July - September 2018

# Frankston City Council Plan Quarterly Performance Report



*opportunity » growth » lifestyle*



**Quarter One:  
July–September 2018**



## Council Plan

The Council Plan 2017-2021 is a strategic document which guides the planning, development, allocation of resources and provision of services to the Frankston City Community. It includes the strategic objectives for the Council, strategies for achieving these for at least four years, strategic indicators for monitoring achievement of the strategic objectives and a strategic resource plan. The following are the four long term community outcomes as detailed in the Council Plan.

### 1. A Planned City

page 4

A vibrant city providing housing, stunning beaches, a beautiful natural environment and arts and cultural experiences. Everything you want at your doorstep—shopping, education, employment, recreation and a lifestyle the envy of others.

### 2. A Liveable City

page 8

Welcoming neighbourhoods, green streets and thoroughfares, parks and natural reserves, an active foreshore and vibrant town centres delivering a living environment that is second to none. An active and healthy community that is connected through participation in activities at our local and regional sporting facilities, events and festivals.

### 3. A Well Governed City

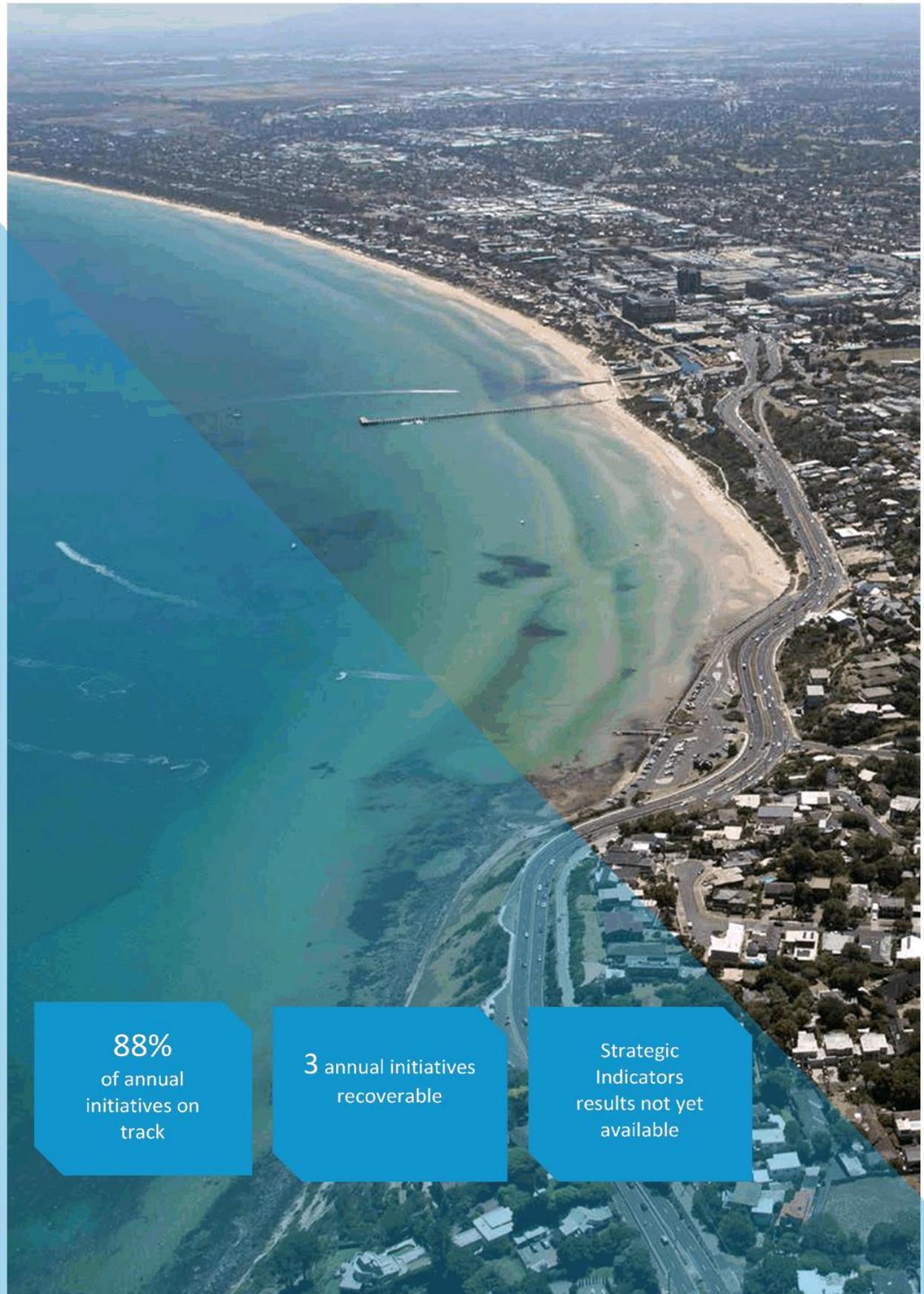
page 13

An elected Council that is driven by the privilege of serving its community and providing leadership and vision to ensure Frankston City is recognised as the Lifestyle Capital of Victoria.

### 4. A Well Managed City

page 16

Proudly delivering services to improve our community's lifestyle. An organisation that is recognised amongst its peers as a leader in the sector and one that is founded upon its engagement and connection to its community.

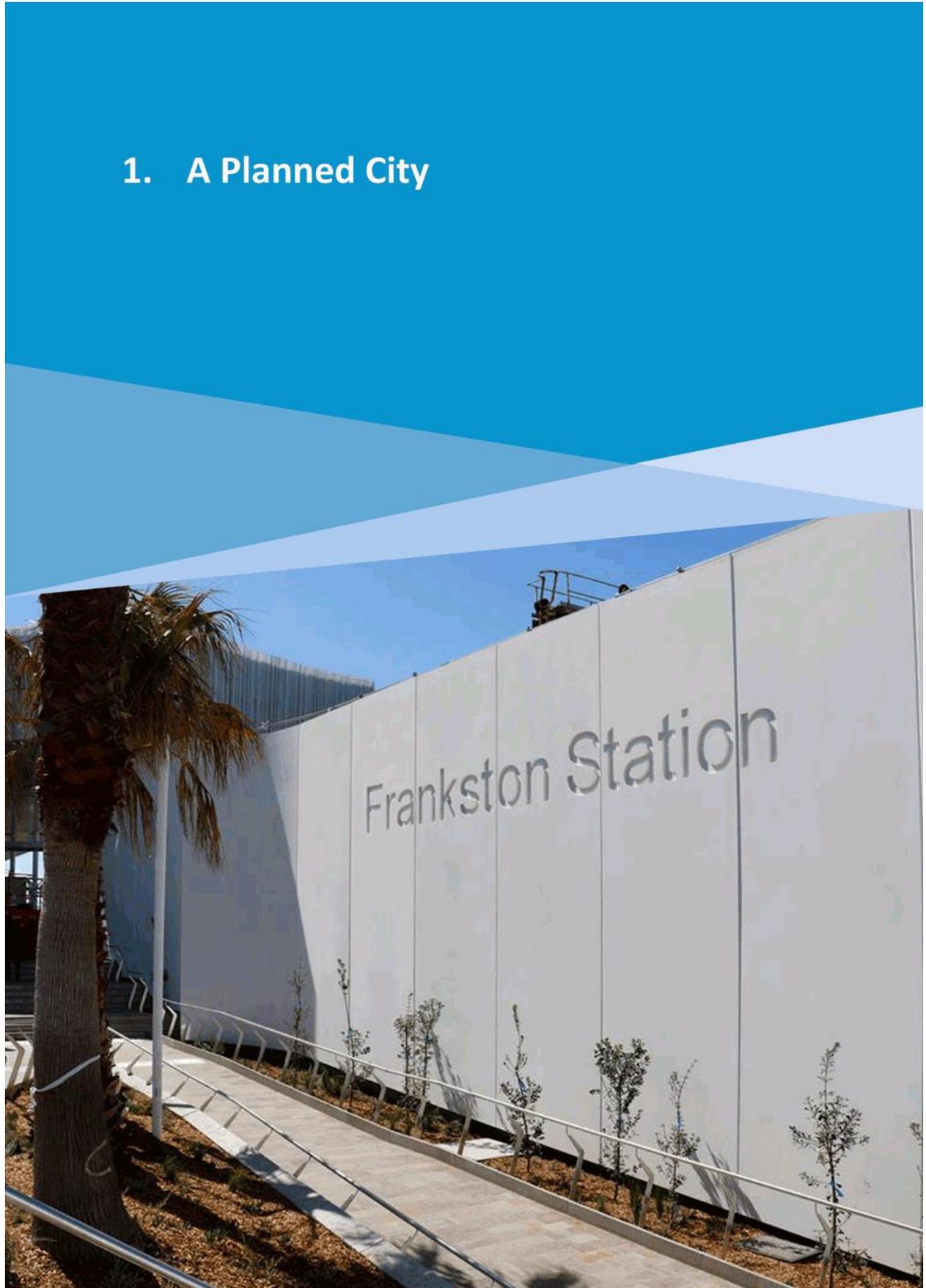


88%  
of annual  
initiatives on  
track

3 annual initiatives  
recoverable

Strategic  
Indicators  
results not yet  
available

# 1. A Planned City



## Long term community outcome one: A Planned City

The following statement reviews the performance of Council against the Council Plan including results achieved in relation to the strategic indicators against the priorities included in the Council Plan.

### Executive Summary – Director Community Development

The lead up to the elections has triggered an increased advocacy effort for Frankston’s key priorities including the electrification to Baxter, Jubilee Sports Stadium, Centenary Park Regional Tennis and Gymnastics and the Safe Boat Refuge and Coast Guard facilities.

While the pre-election activities have been ramped up, Council’s business program has continued. Council has adopted Amendment C111 to introduce a car parking cash in lieu scheme and three new design guideline documents for the Frankston Municipal Activity Centre via Planning Scheme Amendments C123 and C124.

Further work has occurred to protect our natural and coastal environment through a planning overlay, deepen our understanding of water quality in Kananook Creek.

The Green Wedge Management Plan is on track to be completed by December 2018 and a significant grant was received to assess the feasibility of the existing Operations site for renewal and affordable housing.

■ On track    
 ■ Recoverable    
 ■ Off track    
  Not yet available    
  Completed

Strategic priorities	Strategic Indicator	Frequency	Result 2017-2018	Target 2018-2019	YTD June 2018–2019	Progress comments	Status
Residential development in FMAC	New dwellings in Frankston Metropolitan Activities Centre (FMAC)	Annual	29	≥ 1,000 by 2021	NA	Indicator reported annually	<input type="checkbox"/>
Protect and Enhance natural Environment	Council’s greenhouse gas emissions	Annual	16,218 (baseline)	16,218	NA	Indicator reported annually	<input type="checkbox"/>
Protect and Enhance natural Environment	Kerbside collection waste diverted from landfill	Annual	53%	≥ 53%	NA	Indicator reported annually	<input type="checkbox"/>
Green Wedge	Adopt a Green Wedge Management Plan	Annual	In Progress	Plan adopted by 30 June 2018	NA	Indicator reported annually	<input type="checkbox"/>

## Theme 1.1 Community Infrastructure

Infrastructure for people, families and business

Four Year Priorities Council Plan 2017-2021	Major Initiatives 2018-2019 Year Two	Progress comments	Status
Develop a Coast Guard facility and Boat Refuge Station Precinct Redevelopment	Complete preliminary studies and further community consultation for development of a breakwater and boat refuge	Draft concept plan for proposed boat refuge has been prepared with survey and modeling works nearing completion. Council briefing and community consultation will occur late 2018.	<span style="color: green;">■</span>

Four Year Priorities Council Plan 2017-2021	Major Initiatives 2018-2019 Year Two	Progress comments	Status
Work with the Victorian Government to develop a business case for a catalyst development as a further stage of the Frankston Station Precinct Redevelopment	Work with the Australian and Victorian Governments to develop a business case to relocate departments to Frankston	Council continues to advocate to both the Commonwealth and State Government to gain "in principle" agreement to undertake a feasibility study.	

Four Year Priorities Council Plan 2017-2021	Initiatives 2018-2019 Year Two	Progress comments	Status
Advocate to Government for: <ul style="list-style-type: none"> <li>- Electrification to Baxter</li> <li>- Funding for Regional Sporting Facilities, including: <ul style="list-style-type: none"> <li>- Belvedere Reserve</li> <li>- Jubilee Park Netball Stadium</li> <li>- Centenary Park Regional Tennis facility</li> <li>- National Broadband Network (NBN) Rollout</li> </ul> </li> </ul>	Continue to advocate to the Australian and Victorian governments for funding of key priorities	Frankston City Mayor and senior officers have met with relevant Ministers, Shadow Ministers, Members of Parliament and candidates at a state and federal level to brief on Council's four key advocacy priorities and other projects.  Actions to engage with the community on these projects has commenced with a dedicated Future Frankston website, brochures, social media and positive local media coverage.	
Undertake a feasibility study to relocate Council's Operations Centre and allow for an exemplar urban renewal project	Identify potential sites for the relocation of the Operations Centre	A number of potential sites have been identified for discussion with Councillors. As well, Council has received a significant grant to assess the feasibility of the existing Operations site for renewal and affordable housing.	

## Theme 1.2 Development and housing

Development and housing that services diverse needs

Four Year Priorities Council Plan 2017-2021	Initiatives 2018-2019 Year Two	Progress comments	Status
Ensure built form, displays architectural excellence and embodies creative urban design	Improve architectural excellence outcomes through the review and revision of the Frankston Planning Scheme	Council has adopted three new design guideline documents for the Frankston Municipal Activity Centre (FMAC) via the Amendments C123 and C124.	
Improve public car parking options	Endorse the Developer Contribution Scheme Amendment for approval by the Minister	Amendment C111 to introduce a cash-in-lieu scheme for car parking in the city centre was adopted by Council on 14 May 2018. It has now been referred to the Minister for Planning for consideration and gazettal.  Work is now progressing to implement the FMAC Parking Precinct Plan and its action plan.	

### Theme 1.3 Natural and sustainable environment

Natural environment is protected and enhanced, resources are used efficiently and waste is minimised

Four Year Priorities Council Plan 2017-2021	Initiatives 2018-2019 Year Two	Progress comments	Status
Protect the natural and coastal environment whilst maximising the use and enjoyment of the foreshore	Work with the Victorian Government to find a long term solution to the management of silt in Kananook Creek	At a community stakeholder session held in July 2018, Melbourne Water and Melbourne University presented results of a study looking at potential pollutants into the Creek.	
	Develop and implement a policy to protect indigenous and native vegetation cover against increasing development and use	Council is currently updating the Significant Landscape Overlay (SLO) mapping to ensure existing vegetation cover is accurately mapped and protected in the Frankston Planning Scheme. Officers are also investigating if local Vegetation Offsets Scheme can offset local areas as a result of development in Frankston City.	
Reduce Council's energy use and greenhouse emissions and progress towards carbon neutrality	Implement priority actions in the Energy and Emissions Reduction Plan	A Councillor briefing was held in September 2018 to provide background information and a progress report on the development of the draft Energy and Emissions Reduction Plan. Councillor feedback was sought on the opportunities and priorities to inform the draft plan prior to seeking public feedback.	
Establish the Frankston Regional Recycling and Recovery Centre (FRRRC) as the south east's regional solution for resource recovery	Continue to develop the FRRRC as the South East's regional solution for resource recovery	Continued communications to increase awareness of FRRRC has resulted in a regular commercial customer base in addition to local residents which resulted in an increase in revenue.  Approval for an infrastructure grant from State Government to expand e-waste storage in preparation for the upcoming ban, has added further support for FRRRC as the major resource recovery solution for the South East region.	
Protect the values of the Green Wedge and Implement a management plan	Complete and adopt Green Wedge Management Plan	The report on future direction for the Green Wedge Management Plan (GWMP) project was presented to Council on 2 July 2018. Specialist planning consultants have been appointed to complete the GWMP document by December 2018.	

## 2. A Liveable City



## Long term community outcome two: Liveable city

The following statement reviews the performance of Council against the Council Plan including results achieved in relation to the strategic indicators against the strategies included in the Council Plan.

### Executive Summary – Director Community Development

Developer interest continues to grow with the announcement of funding to expand the hospital which will see additional jobs in the city. This is further supported by Monash University and Chisholm with regard to training, higher education and research support.

The vision of achieving the most liveable city continues to improve engagement of the community in the presentation and cleanliness of the city, increasing activity for good health and involvement in arts, culture and event. Everyone is anticipating an enjoyable summer season.

Strategic priorities	Strategic Indicators	Frequency	Result 2017-2018	Target 2018-2019	YTD June 2018-2019	Comments	Status
Business and Jobs	Jobs in Frankston City	Annual	8,303	≥ 5,000 jobs to be achieved by 2021	NA	Indicator reported annually	<input type="checkbox"/>
Health and education	Degree courses on offer in Frankston City	Annual	18 (baseline)	18	NA	Indicator reported annually	<input type="checkbox"/>
Five star hotels	Five star accommodation	Annual	In progress	Accommodation secured by 2021	NA	Indicator reported annually	<input type="checkbox"/>
Events, Arts and Culture Destination	Frankston Arts Centre, festivals and events attendance	Annual	250,326	≥310,000 in attendance	NA	Indicator reported annually	<input type="checkbox"/>
Health and Education	0-1 infants enrolled in maternal Child health (MCH) service	Annual	1,897	≥2,000 enrolments	NA	Indicator reported annually	<input type="checkbox"/>
Service-rich	Service utilisation per funded hours through Home and Community Care (HACC) and Commonwealth Home and Support Programme (CHSP)	Annual	77,348	≥94,913 hours	NA	Indicator reported annually	<input type="checkbox"/>

## Theme 2.1 Employment, education and economy

Diverse local employment opportunities and increased community capacity

Four Year Priorities Council Plan 2017-2021	Initiatives 2018-2019 Year Two	Progress comments	Status
<b>Develop a knowledge, creativity and skills based economy that generates employment opportunities</b>	Deliver a range of business programs to increase employment opportunities and economic activity	The 2018 Frankston City Business Grants Program attracted 33 applications to be considered by the Independent Assessment Panel. Expression of Interest for the Commercial Activities in Open Space Program were completed, with successful businesses commencing operations in late 2018. As part of Small Business month Council held a 'Mumpreneurs' series for (entrepreneurial parents), with 68 participants attending the four sessions.	
<b>Strengthen and promote Frankston City's visitor economy</b>	Position Council's visitor services to meet emerging visitor trends and increase attraction opportunities	Council continues to improve visitor services and attract users and visitors. This includes an Arts and Culture Guide and a revised Visit Frankston website. Council launched the new winter/spring tourism video campaign, which has in excess of 15,000 views to date across multiple platforms. Council endorsed The Big Picture Fest as the City's Signature Event until 2021 and also secured five events for the city which is expected to attract over 85,000 visitors.	

## Theme 2.2 Vibrant and engaged

An active, engaged and equitable community

Four Year Priorities Council Plan 2017-2021	Major Initiatives 2018-2019 Year Two	Progress comments	Status
<b>Promote Frankston City's reputation as an arts, festivals and events destination</b>	Leverage the potential of McClelland Gallery and Sculpture Park to increase Frankston's art and sculptures across the city	Discussions are progressing between Frankston City Council and McClelland Gallery and Sculpture Park regarding potential for sculpture placements within the municipality.	
<b>Improve the presentation and cleanliness of Frankston City</b>	Implement and maintain a gateway and boulevard tree planting program to establish prominent entrances into the municipality	The first stage of 'Boulevard Tree Planting' along Cranbourne Road between Moorooduc Highway and Fletcher Road was completed in July 2018.	

Four Year Priorities Council Plan 2017-2021	Initiatives 2018-2019 Year Two	Progress comments	Status
<b>Promote Frankston City's reputation as an arts, festivals and events destination</b>	Continue to enhance social inclusion through programs, events and promotion of Frankston's rich culture, diversity and history	Deliver the arts incubator program – HATCH. Creative developments and mentorships continuing with a work in progress presentation in November 2018.	
<b>Engage and support Frankston City's local areas and diverse communities to optimise facility usage and enhance equitable access to services</b>	Engage with local areas on Council's master plans and capital works program	The infrastructure needs for local areas are currently being reviewed as a part of the development of the Long-Term Infrastructure Plan for the 2019-2020 budget process.	
<b>Develop an education and library hub in Langwarrin</b>	Finalise a site feasibility study for an education and library hub in Langwarrin	A detailed investigation on a number of sites was undertaken with one site reviewed and recommended for progression to concept planning stage. Further consideration is underway to determine if the site is ideally situated for a Library.	

### Theme 2.3 Health and well being

Community understands and actively pursues a healthy lifestyle

Four Year Priorities Council Plan 2017-2021	Major Initiatives 2018-2019 Year Two	Progress comments	Status
<b>Facilitate the delivery of a health services hub in the Health precinct</b>	Position Frankston as the premier health and education precinct of Melbourne's south east	<p>Advocacy by Council, Monash University, Peninsula Health and Chisholm to establish Frankston as a leading health and education centre has been successful. The State Government has announced a \$550M expansion of the Frankston hospital to enable it to become a major teaching hospital.</p> <p>DHHS has launched 'Orange Door' in Frankston, which responds in part to the call for a health services hub for key services. Further advocacy however is required to improve access to medical and alcohol and drug support services.</p>	

Four Year Priorities Council Plan 2017-2021	Initiatives 2018-2019 Year Two	Progress comments	Status
<b>Enhance equitable access to sport and leisure opportunities</b>	Complete an audit, functionality and usage review of sporting facilities	An assessment of community sporting infrastructure to inform future capital works programs is in progress.	
<b>Adopt an approach to delivery of aged services within the state and federal service model</b>	Implement Council's adopted position on the delivery of aged care services and ensure alignment with the Age Friendly Victoria Declaration	Discussions are underway with the Municipal Association of Victoria for the development of the Frankston Age-Friendly Framework.	
<b>Adopt a Health and Wellbeing Plan 2017-2021</b>	Complete the annual evaluation and implement year two actions of the Health and Wellbeing Plan 2017-2021	The annual evaluation of the year one actions and proposed year two actions of the Frankston City Health and Wellbeing Plan will be presented to Council in October 2018.	

### 3. A Well Governed City



## Long term community outcome three: A Well Governed City

The following statement reviews the performance of Council against the Council Plan including results achieved in relation to the strategic indicators against the priorities included in the Council Plan.

### Executive Summary – Director Corporate Development

Council's advocacy to both the State and Federal level has resulted in multimillion dollar commitments to projects such as the rail extension to Baxter, Safe Boat refuge and Coast Guard building and the Jubilee Park stadium redevelopment. Councillors continue to work with the State Government appointed Municipal Monitor to improve governance processes and practices.

■ On track    
 ■ Recoverable    
 ■ Off track    
  Not yet available    
 ✓ Completed

Strategic Indicators	Frequency	Result 2017-2018	Target 2018-2019	YTD June 2018-2019	Comments	Status
Community satisfaction with Council decisions	Annual	52	≥ 59	NA	Indicator reported annually	<input type="checkbox"/>
Councillor attendance at Council meetings	Annual	86%	≥ 85%	NA	Indicator reported annually	<input type="checkbox"/>
Councillor advocacy priorities	Annual	86% in progress	Advocacy priorities achieved by 30 June 2019	NA	Preparation of an implementation plan for the Advocacy Strategy is underway.	<input type="checkbox"/>

### Theme 3.1 Accountable governance

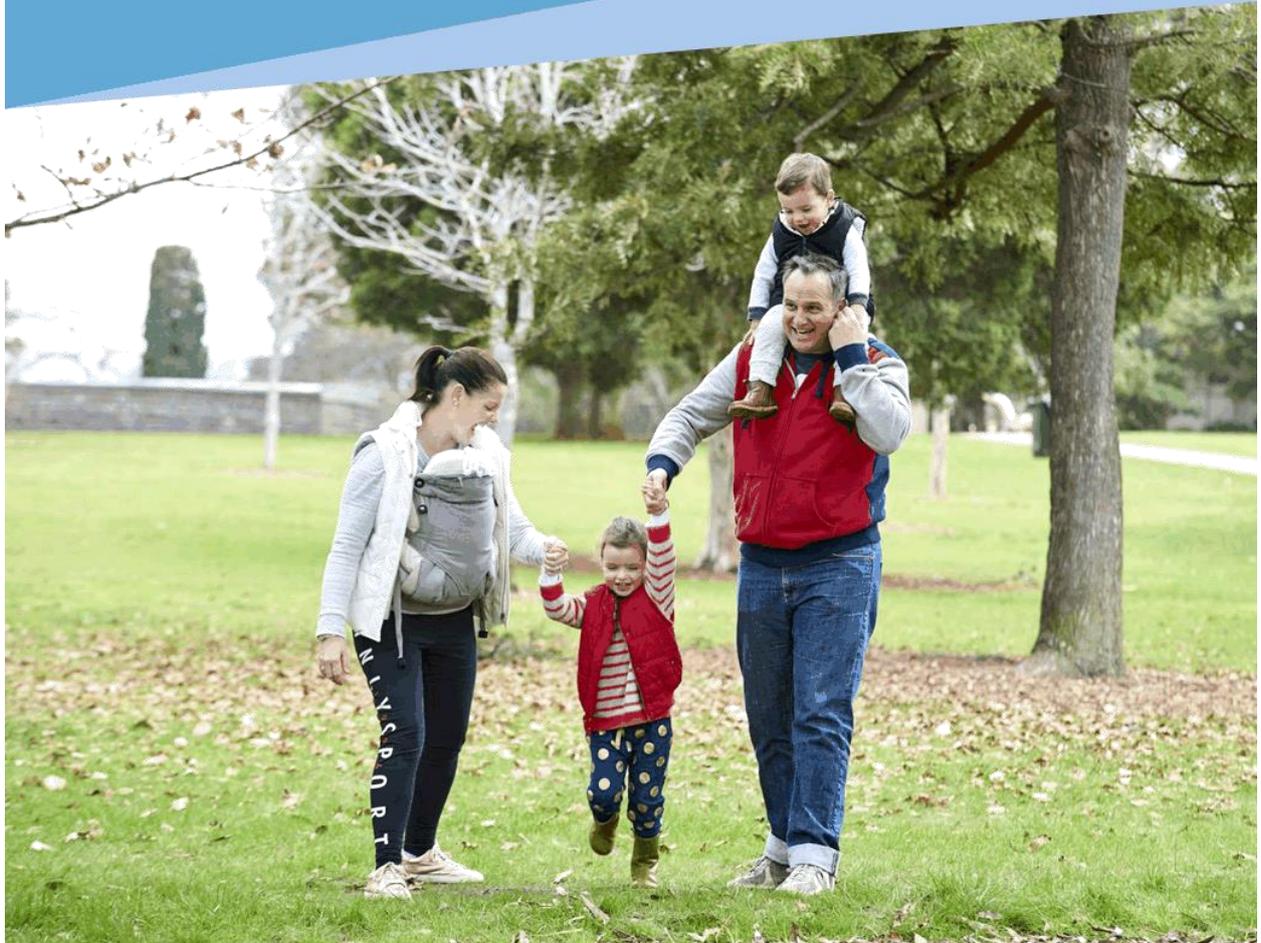
Well governed and reputable

Four Year Priorities Council Plan 2017-2021	Major Initiatives 2018-2019 Year Two	Progress comments	Status
<b>The elected representatives will provide:</b> - Clear and unified direction - Transparent decision makers - Good Governance	Work with the Municipal Monitor to improve the function of Council and the governance of the municipality	A governance training program led by the Municipal Monitor has been conducted with Councillors to improve governance practices are in place.	<span style="color: green;">■</span>

Four Year Priorities Council Plan 2017-2021	Major Initiatives 2018-2019 Year Two	Progress comments	Status
<p><b>The elected representatives will promote:</b></p> <ul style="list-style-type: none"> <li>- Powerful advocacy</li> <li>- Meaningful engagement</li> <li>- Credible reputation</li> </ul>	<p>Advocate for Frankston City in the lead up to the state and federal government elections</p>	<p>Council continues to advocate to State and Federal politicians and candidates to discuss the importance and strategic value of priority projects to Frankston. Several funding commitments have been secured from both Federal and State levels.</p>	

Four Year Priorities Council Plan 2017-2021	Initiatives 2018-2019 Year Two	Progress comments	Status
<p><b>The elected representatives will provide:</b></p> <ul style="list-style-type: none"> <li>- Clear and unified direction</li> <li>- Transparent decision makers</li> <li>- Good Governance</li> </ul>	<p>Implement changes to comply with the new Local Government Act along with other recommendations made by the Ombudsman, the Local Government Inspectorate and the Office of Local Government</p>	<p>The new Local Government Act Bill has not been passed by the Victorian Government.</p>	
	<p>Review Councils policies to ensure equal opportunity, access, diversity and inclusion</p>	<p>Council's register of policies is being reviewed to enable an accurate assessment of policies.</p>	
<p><b>The elected representatives will promote:</b></p> <ul style="list-style-type: none"> <li>- Powerful advocacy</li> <li>- Meaningful engagement</li> <li>- Credible reputation</li> </ul>	<p>Develop partnerships with stakeholders to enhance engagement with the community</p>	<p>Regular proactive media and social media activity has been undertaken to engage the community to take a lead in advocating for Council's priority projects.</p>	

## 4. A Well Managed City



## Long term community outcome four: **A Well Managed City**

The following statement reviews the performance of Council against the Council Plan including results achieved in relation to the strategic indicators against the priorities included in the Council Plan.

### Executive Summary – Director Community Assets

The draft Long-Term Infrastructure Plan will be presented to Councillors in advance of the development of the 2019-2020 capital works programme. Service Planning work continues with further refinement to be completed by early 2019. The IT strategy has been drafted and will be presented to Council in early 2019. In line with the implementation of Council's Digital Strategy, both data management and business processes are being reviewed for improvement opportunities. Council continues to work through the outcomes of the staff engagement survey.

■ On track    
 ■ Recoverable    
 ■ Off track    
  Not yet available    
 ✓ Completed

Strategic Indicator	Frequency	Result 2017-2018	Target 2018-2019	YTD June 2018-2019	Comments	Status
Community satisfaction with Council's customer service	Annual	67	≥ 71	NA	Indicator reported annually	<input type="checkbox"/>
Asset renewal funding maintained	Annual	115%	≥ 95%	NA	Indicator reported annually	<input type="checkbox"/>
Adjusted Capital Works Program	Annual	84%	≥ 90% Program delivered	NA	Indicator reported annually	<input type="checkbox"/>
Adjusted underlying surplus (or deficit)	Annual	13.2%	> 12.4%	NA	Indicator reported annually	<input type="checkbox"/>
Employee engagement	Annual	Employee Engagement Survey Conducted	-	NA	Indicator reported annually	<input type="checkbox"/>

**Theme 4 Services · Systems · Resources · People**

Highly valued and utilised services

Four Year Priorities Council Plan 2017-2021	Major Initiatives 2018-2019 Year Two	Progress comments	Status
<p><b>Ensure a positive customer experience</b></p>	<p>Implement priority organisational actions in the Digital Strategy, Customer Focused Strategy and Employee Engagement Survey</p>	<p>A review of the Customer Focused Strategy has commenced to ensure strong alignment with the Digital and Human Resources Strategies, while also developing a clear implementation and communication plan.</p> <p>The Digital Strategy strategic priorities are currently being implemented with a review due in December 2018.</p> <p>The results from the Staff Engagement Survey were presented in June 2018 and follow up sessions with the CEO have taken place to inform the approach and action plan to respond. Cross organisational working groups have been established with the key themes identified in the survey as Leadership, Strategic Direction, Learning and Development, Reward and Recognition, Communication, and Workplace and Technology to work through pending issues and coordinate improvements.</p>	
<p><b>Continue to maintain a financially sustainable Council:</b></p> <ul style="list-style-type: none"> <li>- Advocate for operational grant funding from other tiers of Government to deliver services required by the community</li> <li>- Ensure funding decisions are based on Council's priorities</li> <li>- Seek alternative revenue sources</li> <li>- Ensure the operations of Frankston Regional Recycling and Recovery Centre (FRRRC) are financial sustainable</li> </ul>	<p>Integrate the Long-term Infrastructure Plan alongside the Long-term Financial Plan</p>	<p>A 10 year Long-Term Infrastructure Plan is currently in development which aligns to the Long-Term Financial Plan. This will be available for the 2019-2020 budget process.</p>	

Four Year Priorities Council Plan 2017-2021	Initiatives 2018-2019 Year Two	Progress comments	Status
<b>Identify service assets and service levels required to meet future community needs</b>	Develop plans for delivery of services to the community including analysis and cost structures to inform business decisions	Council services have been defined and costed to enable setting of service standards and levels. This will form the basis of the framework for the community consultation as part of the budget planning process.	
<b>Undertake an ongoing review of council's assets to ensure they meet community needs</b>	Determine future use and management of Belvedere precinct	A working committee has been formed to oversee an Expression of Interest process for future tenancy at the Belvedere Precinct.	



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**Executive Summary****12.6 Waste Minimisation and Management Plan - Year 3 Progress Report**

*Enquiries: (Oliver Vido: Community Assets)*

Council Plan

Community Outcome:	1. Planned City
Strategy:	1.3 Natural and sustainable environment
Priority Action	1.3.3 Establish the Frankston Regional Recycling and Recovery Centre FRRRC as the south east's regional solution for resource recovery

**Purpose**

To report to Council on year three progress of the delivery of Frankston City Council's *Waste Minimisation and Management Plan* actions and targets.

**Recommendation (Director Community Assets)**

That Council receives and notes this progress report.

**Key Points / Issues**

- Frankston City Council adopted its current *Waste Minimisation and Management Plan (WMMP) 2015-2020* at its Ordinary Meeting on 16 November 2015 (OM280). The WMMP includes 57 actions and targets for the delivery of Council's waste minimisation and management services over five years to reduce Frankston City's waste to landfill and increase resource recovery.
- Council and the community receive a report annually on the progress against each action and target in the WMMP.
- For year three of the WMMP (2017-18), one target was received, whilst four targets were unable to be reported on and four were not achieved:

Key performance indicator	Year 2 Results (2016-17)	Year 3 Results (2017-18)	Target for 2017-18	Comments
1. Kerbside garbage sent to landfill (kilograms/tenement/week)	8.50	8.40	Less than or equal to 8.30kg	Decreased since 2016-17, but slightly over target by 100 grams.
2. Contamination rate of kerbside recycling bin stream (percent by weight)	12.0 (single-dwelling households)	11.9 (single-dwelling households)	Less than or equal to 10% for single-dwelling households	Decreased slightly since 2016-17, but slightly over target by 1.9%.
	17.5 (multi-unit developments)	25.0 (multi-unit developments)	No target set for multi-unit developments	Increased considerably since 2016-17.
3. Kerbside organic waste sent to landfill from the garbage stream (percent by weight)	55 (single-dwelling households)	61 (single-dwelling households)	Less than or equal to 55% for single-dwelling households	Increased since 2016-17 and over target by 6%.
	61 (multi-unit developments)	59 (multi-unit developments)	No target set for multi-unit developments	Decreased slightly since 2016-17.
4. Recovery rate of incoming	54	51	More than or equal to 55%	Decreased slightly since 2016-17 and

## 12.6 Waste Minimisation and Management Plan - Year 3 Progress Report

**Executive Summary**

Key performance indicator	Year 2 Results (2016-17)	Year 3 Results (2017-18)	Target for 2017-18	Comments
material at the Frankston Regional Recycling and Recovery Centre (percent incoming material recovered)				not within target by 4%.
5. Community satisfaction level with Council's kerbside waste services (percent)	Data not collected	Data not collected	More than or equal to 95%	Survey postponed to allow for the impacts of China's National Sword policy in the recyclable market to stabilise and align with Council's hard waste collection review.
6. Community awareness of the following services: <ul style="list-style-type: none"> <li>Disposal alternatives for hazardous materials</li> <li>Reuse and recycling alternatives for specialty materials and hard waste</li> <li>Disposal pathways for hard waste</li> </ul>	Data not collected	Data not collected	N/a – Baseline unable to be established	Survey postponed to allow for the impacts of China's National Sword policy in the recyclable market to stabilise and align with Council's hard waste collection review.
7. Provide community outreach to the Frankston City community about different waste services (percent of households)	52	46	More than or equal to 30%	Decreased since 2016-17, but target achieved.
8. Incidence of illegal dumping (number of reported incidences)	1,268	2,840	Less than or equal to 1% below baseline (500 reported incidences in year one (2015-16))	Increased incidence of reporting since 2016-17 – not within target, however, a more meaningful target is recommended. 100% of complaints were actioned within a 3 day timeframe and 4.74% of investigations resulted in Council removing the waste.
9. Waste sent to landfill from	Not recommended	Data not collected	N/a – Baseline unable to be	N/a – Audit undertaken

## 12.6 Waste Minimisation and Management Plan - Year 3 Progress Report

**Executive Summary**

Key performance indicator	Year 2 Results (2016-17)	Year 3 Results (2017-18)	Target for 2017-18	Comments
Council staffed properties	for reporting		established	biannually. New methodology being investigated for reporting.

- Of the 52 actions scheduled in year three (2017-18), 37 were achieved, five were partially achieved and 10 were not achieved. Of those actions not achieved, eight were deferred to year four or five for completion and two were discontinued (refer to **Attachment A**).
- Council had a number of waste minimisation and management **achievements** in 2017-18, including:
  - The continued provision of a high-standard municipal-wide kerbside waste collection and disposal service (garbage, recycling, green waste (optional) and hard waste) for Frankston City households (and some businesses).
  - A diversion rate of 53% for the kerbside waste collection, higher than the metropolitan average of 45% in 2016-17 (excludes hard waste).
  - On average, there was a decrease from 8.50 to 8.40 kilograms of kerbside garbage sent to landfill, per property per week since 2016-17 (garbage stream only, through Council's kerbside collection service).
  - Despite changes to the recycling industry and mixed messaging from a variety of sources to households about kerbside recycling, the contamination rate of single-dwelling household recycling bins remained stable, with a slight decrease from 12% to 11.9% in 2017-18 (however, this is in contrast to the multi-unit developments – see 'Challenges' listed below).
  - The annual Detox your Home Household Chemical Collection Day.
  - A broad range of well attended community waste related events and workshops.
  - Council's Pathways reporting system was updated to reflect best practice investigation processes, enabling officers to better respond to complaints of dumped rubbish in a timely manner and resulted in waste being removed from our streets more quickly and appropriately.
  - No paint was found in kerbside household garbage bins audited in 2017-18, following the introduction of Paintback, a reduction from 0.46% in 2016-17. Paintback is a program that allows FRRRC to accept paint for diversion from landfill.
- Council also experienced a number of waste minimisation and management **challenges** in 2017-18 including:
  - Despite Council's waste management and education services, on average the contamination rate of recycling bins in multi-unit developments increased from 17.5% in 2016-17 to 25% in 2017-18.
  - For single-dwelling developments, on average the proportion of organic waste in household garbage increased from 55% in 2016-17 to 61% in 2017-18. This increase was mainly due to an increase in green waste and other putrescibles, such as dog poo and kitty litter.
  - China's tighter restrictions on imported recyclable material made the recycling collection more expensive and resulted in a pause in recycling communications as Council waited to find out if there would be changes to what items would be accepted for recycling through the kerbside collections.

**12.6 Waste Minimisation and Management Plan - Year 3 Progress Report****Executive Summary**

- The cost of disposing waste to landfill continued to increase through the State Government's Municipal and Industrial Landfill Levy.
- Council's waste minimisation priorities in year four (2018-19) of the WMMP include:
  - Preparing for the future roll-out of food waste collection through Council's kerbside waste collection service. As food waste makes up approximately 50% of a typical household kerbside garbage bin (by weight) in Frankston City, this future service presents a significant opportunity for reducing waste to landfill.
  - Going out to tender for Council's waste collection contracts and award the new contracts in preparation for a 2019-20 commencement date.
  - Exploring alternative modes of community engagement to continue to expand reach and improve the effectiveness of key waste minimisation and management communications and education.
  - Developing a Waste Wise Events policy to better prevent and manage waste and litter at Council and community events on Council managed land.
  - Developing infrastructure for an undercover storage area for e-waste (subject to grant funding) at FRRRC.
  - Promoting participation in the Garage Sale Trail to encourage the buying and selling of second hand goods, to keep them out of landfill.
- See **Attachment A** for a full progress report of the year three actions of the WMMP.

**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 majority of actions for implementation of the WMMP do not require additional funding in 2018-19, but will require the current level of funding and resources.

There is no financial risk associated with continuing to implement the WMMP, as actions requiring additional funding will be presented to EMT and Council for further consideration and direction during the budget process.

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

**12.6 Waste Minimisation and Management Plan - Year 3 Progress Report****Executive Summary**

Information from was derived from Solo Resource Recovery (Council's kerbside waste collection contractor) and Sustainability Victoria (SV) for the development of this report.

**2. Other Stakeholders**

To prepare this report, Council staff from the Recycling Services, Sustainable Assets, Community Safety, Commercial Services, Community Relations, Arts and Culture, Operations, Frankston Revitalisation and Capital Works Delivery departments were consulted.

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

The continued implementation of the WMMP can expect to be associated with reduced waste to landfill and increased resource recovery, resulting in environmental, social and economic benefits.

The WMMP assists in ensuring that the Frankston City community continues to receive a high quality waste minimisation and management service, which is crucial to reducing and mitigating the adverse impacts of waste on the environment and its associated costs.

**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

Implementation of the WMMP is consistent with Council's obligations under the *Environment Protection Act 1970*, *Local Government Act 1989* and the *General Local Law 2016 No 8*.

Policy Impacts

The following Council policies and plans are relevant to this report:

- Council Plan 2017-2021
- Environmental Sustainability Policy (2010)
- Waste Minimisation and Management Plan (2015-2020)
- Greening our Future: Frankston City's Environment Strategy (2014-2024)

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 governing risk to Council is not having or implementing a strategic direction for waste minimisation and management services for Frankston City. This could result in increased waste to landfill, reduced resource recovery, waste service delivery and cost implications, and result in loss of reputation. This risk is being mitigated through implementation of Council's current WMMP.

**12.6 Waste Minimisation and Management Plan - Year 3 Progress Report****Executive Summary**

The actions set out in the WMMP are based on the current level of funding and resources. Some future actions require additional funding. Insufficient funding could be a barrier to achieving some of the future actions. Actions requiring additional funding will be submitted through the annual budgeting process for consideration.

Making this public is important to keep Council accountable for its actions and to remain transparent. If year three progress on the delivery of the WMMP is not reported to Council and the community, this could present as a risk to Council's reputation.

**Conclusion**

The WMMP outlines Council's strategic direction for Frankston City's waste minimisation and management services from 2015-2020. The implementation of the WMMP can expect to reduce waste to landfill and increase resource recovery. Progress against the WMMP actions and targets are reported on annually. Year three progress against the actions and targets in the WMMP are documented in this report. Council has made good progress with the implementation of the year three actions, despite some challenges. Making Council's progress on the delivery of the WMMP public is important to ensure that the actions and targets remain relevant and that Council is accountable and transparent.

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**ATTACHMENTS**

Attachment A: [↓](#) Year 3 (2017-18) Progress Report - Waste Minimisation and Management Plan 2015-2020

**12.6 Waste Minimisation and Management Plan - Year 3 Progress Report**  
**Officers' Assessment****Background**

Council's Waste Minimisation and Management Plan (WMMP) 2015-2020 is a five year plan which outlines Council's strategic direction for waste minimisation and management. The WMMP was adopted at Council's Ordinary Meeting on 16 November 2015 (OM280).

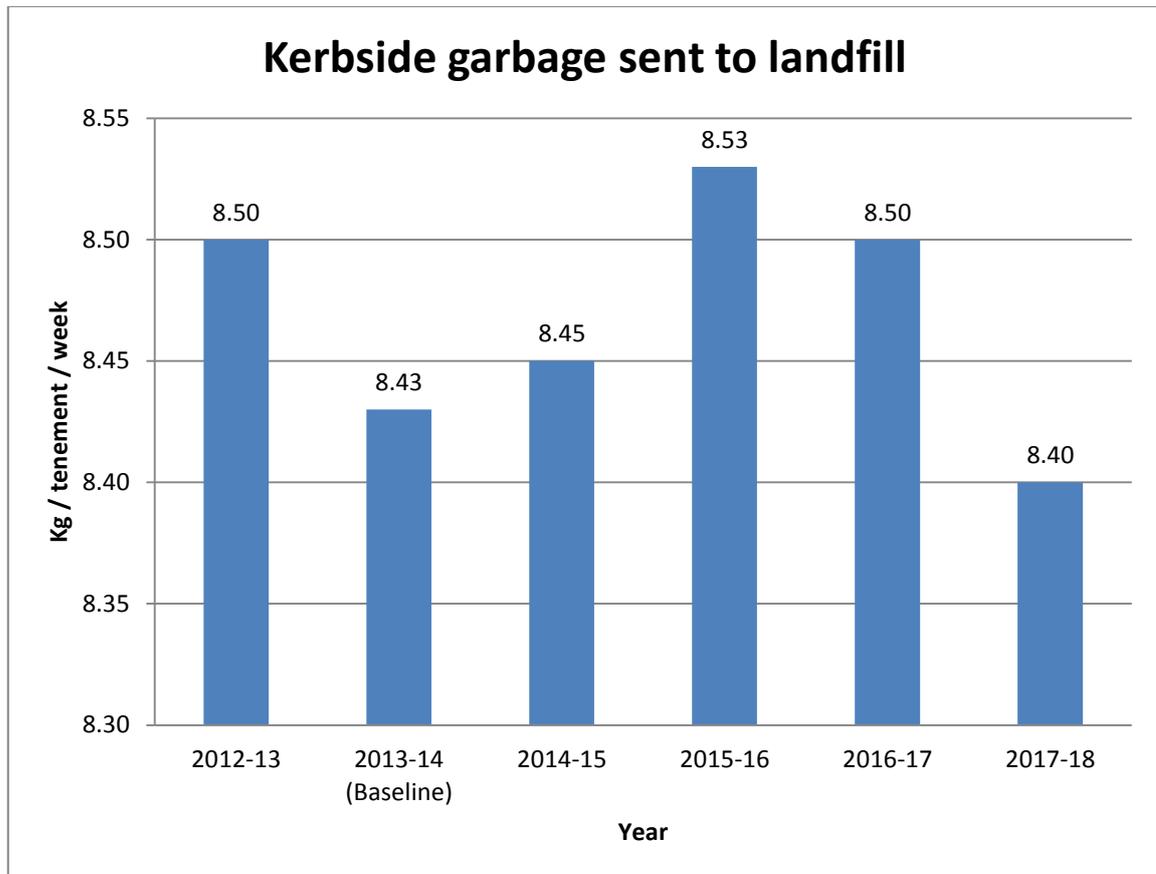
The WMMP includes 57 actions and targets for the delivery of Council's waste minimisation and management services over five years to reduce Frankston City's waste to landfill and increase resource recovery. Progress on the delivery of the priorities in the WMMP is reported to Council on an annual basis to track progress. This is important to ensure that the actions and targets remain relevant, incorporate new opportunities and reflect changing priorities, as they arise (refer to [Attachment A](#)).

Reported kerbside garbage sent to landfill data was derived from annual Solo Resource Recovery waste collection data. Reported household kerbside recycling bin contamination and garbage stream organic waste sent to landfill data was derived from a Solo Resource Recovery audit of bins from 200 single-dwelling and 50 multi-unit development households. Reported data on community outreach about different waste services was based on the number of households reached through the Bin Cop program, Halve Our Waste e-newsletters and Council's waste related workshops and events.

**Issues and Discussion**

Kerbside garbage sent to landfill (garbage waste stream only) for Frankston City properties was slightly less than last year, but is relatively stable (see graph below). In 2017-18, on average each tenement (including both residential and commercial properties) sent 8.40 kilograms (kg) of garbage to landfill per week, compared to 8.50kg in 2016-17. This is a decrease of 100 grams (1.2% decrease) per tenement per week, which is equivalent to the weight of one apple. It also remains lower than the metropolitan average rate of 9.08kg recorded in 2016-17 (latest available data) (Source, Sustainability Victoria, 2018).

## 12.6 Waste Minimisation and Management Plan - Year 3 Progress Report

**Officers' Assessment**

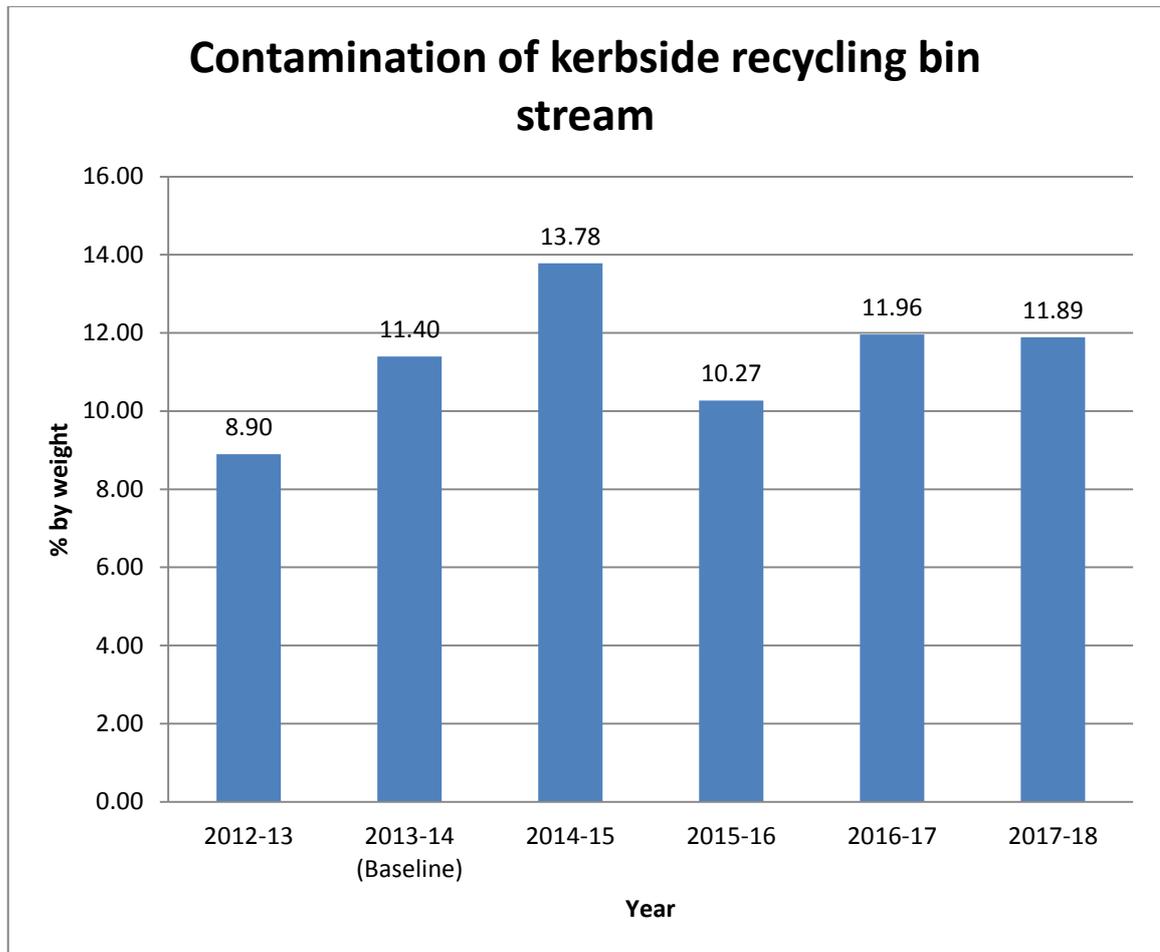
In addition, Council's waste diversion rate (kerbside waste diverted from landfill) increased slightly but remained relatively stable at 53%, when compared to 54% in 2016-17. Frankston City's diversion rate of 53% remains higher than the metropolitan average diversion rate of 45% recorded in 2016-17 (latest available data) (Source, Sustainability Victoria, 2016).

The contamination rate of the kerbside recycling bin stream for single-unit dwellings in Frankston City was slightly lower than last year and is relatively stable (see graph below). In 2017-18, the contamination rate was 11.9% (by weight) for recycling bins in single-dwelling households, down from 12.0% in 2016-17. This means that 11.9% of items in audited recycling bins were in the wrong bin as they weren't accepted for recycling through the kerbside collection system. Recycling bin contamination in multi-unit developments increased from 17.5% in 2016-17 to 25.0% in 2017-18 and remains a lot higher than for single-dwelling households.

The main recycling bin contaminants (by weight) ending up at landfill for single-dwelling household recycling bins in 2017-18 were bagged recyclables, bagged garbage, non-recyclable hard plastic (e.g. oversized plastics, toys) and clothing/textiles. The main recycling bin contaminants (by weight) ending up at landfill for multi-unit development recycling bins in 2017-18 were bagged rubbish, garden waste, bagged recyclables and clothing/textiles. In previous years, non-recyclable glass, e-waste and soft plastic film have also been common recycling bin contaminants.

12.6 Waste Minimisation and Management Plan - Year 3 Progress Report

**Officers' Assessment**



Of the 52 actions scheduled in year three (2017-18), 37 were achieved, five were partially achieved and 10 were not achieved. Of those actions not achieved, eight were deferred to year four or five for completion and two were discontinued (refer to **Attachment A** for further information).

Work Completed (Year 3) - Waste Minimisation and Management Plan		
Improvement Actions - Status	No. of Improvement Actions (Year 3)	% of Improvement Actions
Achieved	37	71.2%
Partially achieved	5	9.6%
Not achieved	8	15.4%
Discontinued	2	3.8%
<i>Total</i>	<b>52</b>	

**Options Available including Financial Implications**

1. That Council receive and note this report and that Council's adopted Waste Minimisation and Management Plan continues to be implemented.

There are no financial implications associated with the report.

Action	Priority	Timeline	% Complete for Year 3 actions	Status	Comments for 2017-18 (Year 3)
1.1.1 Ensure that future local infrastructure meets State, regional and local requirements, needs and standards	12	Year: 1-5	100%	Achieved	The FRRRC was funded 100% by Council and is now fully operational and supports the Statewide Infrastructure Plan for resource recovery opportunities in the South East Region. Prices continued to be benchmarked at least annually (and more frequently when required). Council is part of the Metropolitan Waste and Resource Recovery Group (MWRRG) and officers attended a number of forums, workshops and meetings to ensure Council was updated in the State, regional and local requirements, needs and standards. The annual community kerbside collection survey was postponed so that it can be modified to attain useful information to guide improvements to Council's waste services and education. The landfill is currently being managed in line with the pollution abatement notice.
1.1.2 Engage officer to work with local industries, businesses and/or social organisations to increase resource recovery and provide local economic opportunities (also see Actions 2.4.1 & 3.5.1)	10	Year: 2-3	0%	Discontinued	Council has not sought funding for engaging an additional officer at this time. However, Council received \$30k from the Victorian Government to deliver the Bay Friendly Businesses project, where 143 local business in the city centre were engaged in stormwater, litter and waste education. Council officers investigated the feasibility of joining ASPIRE, an online marketplace which matches businesses with potential purchasers or recyclers of their waste by-products. However, the program was not considered good value for money, so it was not progressed. Council officers also commenced investigations into expanding the existing Fantastic Awards for food premises, to include an education and assessment option for waste and recycling.
1.1.3 Continue to advocate for the State Government to support development and operation of the new Frankston Regional Recycling and Recovery Centre	12	Year: 1-5	100%	Achieved	See 1.1.1.
1.2.1 Assess the sufficiency of the recycling bin volume and the provision of free recycling bins to selected households that apply (also see Action 3.1.7)	6	Year: 1-5	100%	Achieved	The kerbside collection system is in line with Sustainability Victoria's best practice guide. The volume sufficiency of the recycling bin will be assessed during the kerbside contract tender and annual bin audits. The provision of free recycling bins to selected households continued to be reviewed on an annual basis. This review involved sending out letters with a new application form to make sure households still met the eligibility criteria.
1.3.1 Develop the new kerbside collections contract/s tender to maximise the value Council receives from the recyclables stream	8	Year: 2-3	90%	Partially achieved	The request for tender documents for the new kerbside collection contract were commenced. These tender documents will be finalised in 2018-19 so that the contract can go out to tender in 2018-19. The new kerbside collection contract is expected to commence 1 July 2019.
1.3.2 Continue to be involved in MWRRG initiatives around resource recovery, especially concerning the processing of kerbside garbage	11	Year: 1-5	100%	Achieved	Council officers attended MWRRG network meetings and forums, as well the Victorian Waste Education Strategy Conference run by MWRRG and Sustainability Victoria. Topics covered include waste management in multi-unit developments, community engagement, Food Organics Garden Organics collection services, the e-waste to landfill ban, as well as various initiatives undertaken by other councils and organisations. These events enabled the Council officers to learn about recent research and for councils to share project based information.
1.4.1 Review Council's kerbside hard waste collection services in line with the opening of the Frankston Regional Recycling and Recovery Centre, to ensure cost-effectiveness while meeting community needs	8	Year: 1	0%	Programmed for a later start date	In year 1 a hard waste review was completed. This action also applies to year 4, as the hard waste collection method will be again reviewed but alongside the FRRRC operational model review.
1.4.2 Promote the kerbside at-call hard waste collection service more widely	8	Year: 1-5	100%	Achieved	Information about the At Call Hard Waste and Bundled Green Waste Collection was included on Council's website and via Council's waste and recycling guide/flyer. It was also included in Council's internal Communications Plan.
1.5.1 Continue to implement the recommendations of the McClelland Drive Landfill Management Strategy and State Government requirements in managing closed landfills	11	Year: 1-5	100%	Achieved	The Landfill continued to be managed in accordance with Aftercare Management Plans (AMPs). A rehabilitation plan and independent external audit will occur in Year 4 as part of the application for a Post Closure Abatement Notice (PC PAN).
1.6.1 Utilise the research outcomes from the State Government grant project with the City of Greater Dandenong to further address illegal dumping from Multi-Unit Developments	6	Year: 2	0%	Programmed for a later start date	Learning outcomes from the grant project (completed previously) were limited due to difficulty establishing casual evidence of the project outcomes and reducing the incidence of illegal dumping. However the project outcomes will be considered in the development of a year 4 to 5 project aimed at improving waste management at multi-unit developments.
1.6.2 Continue to use best practice guidelines (e.g. Sustainability Victoria's Guide to Best Practice for Waste Management in Multi-Unit Developments) to assess development applications	10	Year: 1-5	100%	Achieved	Council's Waste Management Guidelines for Multi-unit Developments that align with Sustainability Victoria's guidelines were used by Council officers to assess development applications.
1.6.3 Establish a process for recording and monitoring data on illegal dumping and litter, including incident data, infringement notices, materials collected and costs incurred	9	Year: 1	100%	Achieved	This action continued into years 2 and 3. In year 3, Council's Pathways reporting system was updated to reflect best practice investigation processes. This was trialled and implemented in early 2018. It has enabled officers to better respond to complaints of dumped rubbish in a timely manner and resulted in waste being removed from our streets more quickly and appropriately. It also enabled Council to collect cost data associated with dumped rubbish (including for contractors, staff EFT and invoicing from FRRRC) and to record the waste type via Pathways.
1.6.4 Develop a concise litter prevention action plan which outlines data collection, targets hotspots and involve various stakeholders	9	Year: 2	N/a	Discontinued	This action was partially achieved in year 2, when a Litter and Dumped Rubbish Management Plan was developed by Council officers with internal consultation. The plan documents Council's current activities in managing litter and dumped rubbish and identifies future improvement actions. To provide a comprehensive analysis of data and further recommendations, additional resourcing would be required. This action has therefore been discontinued.
1.6.5 Enhance enforcement of Council's hard waste collection guidelines	6	Year: 1-5	100%	Achieved	Hard waste collection dates were loaded into MyAddress, accessible through Council's website. All residents received a hard waste flyer in the mail for the annual hard waste collection, advising of the rules and accepted items. Information was also available via Council's website and through social media. Customer complaints relating to the hard waste collection service were responded to and infringement notices were issued where feasible, as in previous years. Four Council officers were tasked with working through the 2017 Hard Waste Collection season with the aim of reducing either the early or late depositing of hard waste and the prosecution of those that ignore instructions to remove these items.
1.6.6 Investigate options to strengthen Council's Local Law to manage illegally dumped rubbish	8	Year: 1-5	100%	Achieved	Processes and procedures were updated with additional resources being allocated. This resulted in an increase in enforcement whilst reducing the amount of dumped rubbish being removed by Council.
1.6.7 Review Council's penalty points for littering and illegal dumping to ensure that the infringement penalty is sufficient for full cost recovery	8	Year: 1-5	100%	Achieved	A review of the Local Law was undertaken in 2016-17 (year 2) and the penalties associated with dumped litter were increased to the maximum in accordance with the Local Government Act at this time. Processes and procedures have since been updated with additional resources being allocated by Council. This has resulted in an increase in enforcement whilst reducing the amount of dumped rubbish being removed by Council.

Action	Priority	Timeline	% Complete for Year 3 actions	Status	Comments for 2017-18 (Year 3)
1.7.1 Ensure there are systems and processes in place so Council demonstrates leadership in waste minimisation and resource recovery	7	Year: 2-4	100%	Achieved	Internal waste audits are a biannual requirement and so were not undertaken in 2017-18. However the results of the 2016-17 internal waste audit were shared with the relevant Council departments and facilities in 2017-18. The main recycling bin contaminants were containerised liquid and paper towels. Recycling contamination from expanded polystyrene was also observed at one facility, so education of staff was provided. Recycling posters were displayed at the Frankston Civic Centre (and will be rolled out to other facilities in 2018-19). Communications targeting the above key recycling bin contaminants were shared on Council's intranet. Further recycling communications were placed on hold due to uncertainties arising from the recycling industry changes.
1.7.2 Encourage better use of Council's Procurement Guidelines and develop educational resources and training for staff on resource recovery options	9	Year: 2-4	0%	Programmed for a later start date	This action is expected to take place in Year 4 following the development and finalisation of Council's new Procurement Guidelines.
1.7.3 Continue to recover resources at Council's Operations Centre and other facilities	9	Year: 1-5	100%	Achieved	Litter collected was sorted into general waste and recycling at the Operations Centre, where feasible. The majority of waste collected from Council facilities was either collected by the kerbside service contractor or dropped off to FRRRC and separated to maximise resource recovery. The resource recovery rate at FRRRC was lower than in previous years, which was thought to be due to the mix and higher volume of incoming materials. Some of the waste from Council facilities and dumped rubbish collected by Council was diverted from landfill, however the resource recovery rate relating to this could not be determined as this data was not collected. Officers will look at further ways to separate the waste to increase resource recovery in future years. 100% of dumped rubbish complaints resulted in Council removing the waste. Updated procedures and processes resulted in a significant decrease in dumped rubbish being removed by Council.
2.1.1 Continue to improve promotion of reuse and recycling alternatives	8	Year: 1-5	100%	Achieved	Reuse and recycling options were promoted in Council's Halve Our Waste and EnviroNews e-newsletters and listed on Council's website, including on the Reduce Waste and Bin Information webpages, as well as the online Specialty Recycling and Disposal Directory. These web pages continued to be reviewed and updated annually. The Bin Information web page was one of the most commonly visited pages on Council's website and visitation to this page increased after the inclusion of graphically designed recycling adverts into various publications. Council's Waste and Recycling Service Guide and Hard Waste Collection brochures were updated. A number of Council's Greening Our Future events focused on waste reduction and recycling, such as a Waste Wise Living Event focusing on waste avoidance and reduction, a War on Waste tour of Replas and FRRRC, as well as composting and wormfarming workshops. Attendance at these events continued to be high, with many events booked out.
2.1.2 Establish a Resale Shop at the new Frankston Regional Recycling and Recovery Centre	11	Year: 1	N/a	Discontinued	This action was completed in year 1.
2.1.3 Investigate ways in which additional items placed out for the hard waste collection could be reused/recycled instead of disposed	10	Year: 3	0%	Programmed for a later start date	This action will form part of the hard waste collection review and FRRRC operational model review in Year 4.
2.2.1 Investigate implementing Sustainability Victoria's Love Food Hate Waste (LFHW) education resources through local programs and communications	11	Year: 2-5	100%	Achieved	The Victorian Government's Love Food Hate Waste educational resources were shared in Council's Halve Our Waste e-newsletters and included on Council's Reduce Waste web page. This took very little staff time and did not require additional funding.
2.2.2 Continue to support Frankston City households participating in the Halve our Waste and Halve Garbage Waste programs	10	Year: 1-5	100%	Achieved	Council continued to support an estimated 819 households remaining on the Halve Our Waste (HOW) program as well as Halve Garbage Waste (HGW) participants (former Victorian Government funded projects). HOW e-newsletters were sent to participants in September and November 2017, and March and June 2018. Food waste avoidance, waste reduction, composting and worm farming tips and recycling were a focus of these newsletters. Those that signed up to fortnightly garbage collections as part of the HOW and HGW programs were able to continue this service and access Council's free Greening Our Future events (also available to members of the public).
2.3.1 Undertake advocacy to the State Government for stronger commitments to addressing packaging waste and research the feasibility of a plastic bag ban	8	Year: 2	N/a	Discontinued	This action was completed in year 2, at which time: - Councillors were briefed on the proposed Environment Protection Amendment (Banning Plastic Bags, Packaging, Microbeads) Bill 2016 introduced by Ms Nina Springle, MLC (Victorian Greens) - Council wrote to the Victorian Government advocating for a Victoria-wide ban on single-use lightweight plastic shopping bags - A Plastic Bag Free Frankston City Issues and Options Paper was developed by Council officers and provided to Councillors for their feedback - Legal advice was sought on the legalities of Frankston City Council introducing a municipal ban on lightweight plastic shopping bags
2.3.2 Investigate inclusion of 'sustainable packaging' clauses for suppliers engaged by Council	9	Year: 3	0%	Programmed for a later start date	This action was initially delayed to coincide with the development of Council's new Procurement Policy and Procurement Guidelines and will now be implemented in years 4 and 5. Preliminary discussions as to how to improve the procurement guidelines were undertaken. These guidelines will be updated to include information to improve staff awareness about sustainable practices in Year 4.
2.4.1 Offer support to businesses and community groups in Frankston City to reduce waste generation in their operations, where feasible (also see Actions 1.1.2 & 3.5.1)	10	Year: 2-3	100%	Achieved	Council continued to support the local Boomerang Bags Frankston community group, who make reusable shopping bags from pre-used materials for community members to borrow and bring back or take for a gold coin donation. Council also commenced implementing the Bay Friendly Businesses project (a Victorian Government funded project) to help support local businesses in the Frankston city centre to prevent stormwater pollution and litter entering Port Phillip Bay. This involved engaging a contractor to visit local businesses to undertake an assessment and provide education. It also involved developing a Voluntary Code of Practice (including pledge) that businesses can participate in. This Voluntary Code of Practice targets waste prevention and management, and stormwater and litter prevention. It will be continued into 2018-19, at which time businesses that are performing well and/or that commit to improvement actions may be recognised for their achievements and commitments.
3.1.1 Develop a business case for a Food Organics and Garden Organics (FOGO) collection, including potential charges to the kerbside collection service, once a suitable organics processing facility becomes available in the region	8	Year: 2	0%	Programmed for a later start date	A business case for a Food Organics and Garden Organics (FOGO) collection will be presented to Council in Year 4.

Action	Priority	Timeline	% Complete for Year 3 actions	Status	Comments for 2017-18 (Year 3)
3.1.2 Continue supporting the approval and establishment of south east metro FOGO processing facilities	8	Year: 1-5	100%	Achieved	Council is now part of the South East Organics Processing Contract, which became effective in April 2017. Organic garden waste from the kerbside collection service is transported to Dutson Downs near Sale to be made into compost and used by farmers in the Gippsland region. A business case for the implementation of a Food Organics Garden Organics (FOGO) collection was presented to Council and has since been updated with detailed costings to enable a Council decision on the FOGO implementation timing.
3.1.3 Examine the feasibility of increasing Council's use of recycled organics products from the kerbside green waste collection service (e.g. mulch)	10	Year: 1-5	100%	Achieved	All the kerbside organic products that are collected by Council's kerbside green waste collection contractor are manufactured into compost at Dutson Downs for use by farmers throughout Gippsland. The market for this compost is strong and thought to be sustainable. Other organic products that are collected by Council are either mulched or taken to FRRRC.
3.1.4 Advocate to the State Government for enhanced and long-term investment in research and best practice treatment and sorting technologies to support resource efficiency and resource recovery	10	Year: 1-5	100%	Achieved	Council officers continued to be kept informed and provide feedback on needs and priorities for resource efficiency and recovery through their attendance at relevant regional and project based forums, where these opportunities could be raised. Councillors and officers attended the Local Government Waste forum meetings on behalf of Council, to stay informed and help influence the State Government's funding priorities and advocate for long-term investment to support greater resource recovery. Household garbage, recycling and green waste bins were audited in May 2018. The results of this audit will be used to guide waste and recycling communications once the report has been finalised.
3.1.5 Continue to be involved in MWRRG initiatives around resource recovery, especially concerning the processing of kerbside garbage	10	Year: 1-5	100%	Achieved	See 1.3.2.
3.1.6 Monitor industry developments that may lead to the availability of new resource recovery opportunities for the region (e.g. developments in energy-from-waste)	10	Year: 1-5	100%	Achieved	Council officers have attended workshops for developing a business case for Alternative Waste and Resource Recovery Technologies.
3.1.7 Conduct future kerbside audits in accordance with SV Best Practice Auditing Guidelines, in particular, obtaining data on the split between the different organics streams, 2-bin versus 3-bin households, recycled bin capacity and difference between MUDs and single dwelling households (also see Action 1.2.1)	9	Year: 1-5	100%	Achieved	Solo, Council's kerbside collection contractor completed the annual audit of the existing 3 bin system, which identified the volume, content and level of contamination in household garbage, recycling and green waste bins. Data for single dwelling and MUD households were evaluated separately for each waste stream. The audit report was finalised in 2018-19. The audit complied with Sustainability Victoria's best practice guide, including an analysis of the different organic streams. Council's waste and recycling communications consider the results of such audits.
3.1.8 Assess the potential for recovery of hard waste through processing at the new Frankston Regional Recycling and Recovery Centre, including working with private industry and social enterprises	10	Year: 3	0%	Programmed for a later start date	This action will form part of the hard waste collection review and FRRRC operational model review in Year 4.
3.2.1 Improve monitoring and evaluation to ensure existing programs and projects (e.g. Bin Cop, School programs) are efficient and effective	10	Year: 1	0%	Programmed for a later start date	The evaluation of the Council's Halve Our Waste (HOW) program and feasibility assessment was completed in year 1. Council's Bin Cop audit program will be reviewed in Year 4.
3.2.2 Use evidence based decision-making to direct future investment in waste and recycling education programs and projects	10	Year: 1-5	100%	Achieved	Council officers continued to review best practice approaches to direct investment in waste and recycling education programs and projects. Municipal data, such as Council webpage visits and frequently asked questions, helped inform decision-making. The results of the annual kerbside bin audit program will guide waste and recycling communications once the audit results have been finalised in 2018-19. Options for making Council's online waste and recycling information more internet and mobile phone friendly will be considered in 2019-20 alongside the implementation of Council's digital strategy, if appropriate.
3.2.3 Continue to use a wide range of channels (such as Frankston City News, Council's website, social media, waste facility tours etc.) to deliver waste minimisation and recycling messages and targeted education	10	Year: 1-5	100%	Achieved	Regular articles were included in Frankston City News, as well as the HOW and EnviroNews e-newsletters. The Waste and Recycling web pages were kept up-to-date. In addition, a number of Council's Greening Our Future events had a waste minimisation focus, e.g. a declutter and simplify life workshop, composting and worm farming classes, a war on waste tour and waste wise living event. A revised communications plan was developed for Council staff to guide the timing and nature of waste minimisation communications.
3.2.4 Implement State and regional education resources in local communications (such as Get It Right On Bin Night and Back to Earth), where relevant	9	Year: 2-4	100%	Achieved	This is an ongoing action. Council promoted the Metropolitan Waste and Resource Recovery Group's 'Back to Earth' campaign across a number of mediums. The Victorian Government's 'Love Food Hate Waste' campaign was promoted in Council's Halve Our Waste e-newsletter. 'Get It Right on Bin Night' was not actively promoted, as this Victorian Government campaign had finished.
3.2.5 Continue to be involved in MWRRG education initiatives and local government networks and forums	10	Year: 1-5	100%	Achieved	See 1.3.2.
3.2.6 Implement relevant components of the State waste education strategy, when released	9	Year: 1-5	100%	Achieved	Relevant components of the Victorian Waste Education Strategy were incorporated into the revised Communications Plan for waste minimisation communications. For example, communications that reinforce the importance of waste management so residents and businesses see it as an essential service were added to the communications plan. Council's recycling communications were consistent with the third strategic objective outlined in the Victorian Waste Education Strategy "improve resource recovery and reduce contamination". Recycling communications were incorporated in Council e-newsletters, social media, on the website and in a local newspaper. In addition, Council included links to the Victorian Government's Love Food Hate Waste web page on the Council website and in Halve Our Waste e-newsletters. Love Food Hate Waste is one the Sustainability Victoria led projects detailed in the Victorian Waste Education Strategy.
3.2.7 Advocate for continued State Government spending on the Get It Right On Bin Night program, including mass media advertising	10	Year: 1-5	N/a	Discontinued	Feedback was provided to the Victorian Government on their draft Community and Business Waste Education Strategy back in year 1. This included a request for additional spending on waste education campaigns such as Get It Right On Bin Night. However this campaign was discontinued.
3.2.8 Continue to support Planet Ark's Recycling Near You website (and keep it up-to-date)	9	Year: 1-5	100%	Achieved	A link to Planet Ark's Recycling Near You website remained on Council's online Specialty Recycling and Disposal Directory. Council officers continued to review and update Council information on the Recycling Near You website annually, but were unable to modify business listings on this website. Greater emphasis was placed on Council's Specialty Recycling and Disposal Directory, where listings continued to be reviewed and updated annually and a greater range of categories were able to be listed compared to on the Recycling Near You website.

Action	Priority	Timeline	% Complete for Year 3 actions	Status	Comments for 2017-18 (Year 3)
3.2.9 Continue to support local schools with information and advice on waste minimisation and recycling	11	Year: 1-5	100%	Achieved	Waste continued to be a hot topic at Council's facilitated Teachers Environmental Network (TEN) meetings. Support for local schools was provided by: choosing waste as the key theme of the TEN's August meeting held at Replas in Carrum Downs, with a tour of the education centre and a guest speaker from Southern Cross Recycling who discussed school recycling education programs; providing TEN meetings at two 5 Star ResourceSmart schools (St Macartans' PS and St Jude's PS) where teachers were able to see waste reduction actions in practice; ensuring TEN meetings regularly covered topics such as Nude Food lunch days, recycling and rubbish issues, successful composting and worm farming programs and other ways schools can reduce waste to landfill. In addition, three student LESS workshops focusing on waste were provided to local schools St Anne's PS, St Jude's PS and Frankston Heights PS. Schools were also offered two free Council recycling bins and a collection service for these bins, as well as free recycling posters.
3.3.1 Improve communication around drop-off locations for specialty recycling; maintain the <i>Frankston City Recycling and Safe Disposal Directory</i> and publicise its existence more widely	9	Year: 1-5	100%	Achieved	Council's Specialty Recycling and Disposal Directory continued to be reviewed and updated annually and was referred to in relevant communications in a Halve Our Waste e-newsletter, at events and in conversations. The Specialty Recycling Hub at the Frankston Civic Centre continued to be available to residents at the Frankston Civic Centre. A revised communications plan to guide the timing and nature of waste minimisation communications was developed.
3.3.2 Maintain Council's existing Specialty Recycling Hubs and install, where feasible, additional drop-off points for specialty recycling, such as at the FRRRC	8	Year: 4-5	50%	Partially Achieved	One Specialty Recycling Hub was maintained and available to the public for the disposal of particular items which need to be kept out of household bins. No further drop-off locations for specialty recycling were installed, as this was deemed cost prohibitive.
3.3.3 Investigate the possibility of recycling soft plastics through the kerbside collection	8	Year: 1-5	0%	Discontinued	Instead of investigating the possibility of recycling soft plastics through the kerbside collection, Council officers continued to encourage the local community to utilise REDCycle soft plastics collection bins outside major supermarkets. Soft plastics collected through this program are recycled in Victoria.
3.3.4 Advocate to the State Government for continued communication, education and funding for safe disposal and recycling of hazardous wastes	10	Year: 1-5	100%	Achieved	The annual Detox your Home household chemical collection event occurs in February each year. The 2018 event was held at FRRRC, with a large number of customers attending and amount of chemicals collected. Council officers promoted the event and provided input into its review, to ensure the annual collection continues in Frankston City. Also see 3.3.5.
3.3.5 Continue to support the State Government in offering and promoting a local Detox Your Home Household Chemical Collection service	11	Year: 1-5	100%	Achieved	In partnership with Sustainability Victoria, the annual Detox your Home household chemical collection day was held at FRRRC in February 2018. 225 households participated and 5,691 kilograms of household chemical products were collected for recycling and diversion from landfill. Officers also provided input into the review of the household chemical collection service, to ensure continued annual collection days within Frankston City.
3.3.6 Investigate and advocate for a permanent Detox your Home facility, potentially working with other partners and/or utilising the new FRRRC (also see Action 3.3.5 above)	8	Year: 2	N/a	Discontinued	Permanent Detox your Home facilities are not currently required to accept any items that can't already be dropped off at FRRRC. There is therefore no longer a need for FRRRC to become a permanent Detox your Home site and this action has been discontinued.
3.4.1 Continue to install public place recycling bins to areas identified for upgrade, referring to Council's Open Space Strategy and Sustainability Victoria's Public Place Recycling Toolkit	8	Year: 1-5	100%	Achieved	Due to the revitalisation of Young Street, a number of additional recycling bins were installed in this area. There were previously 18 x 120L waste enclosures and 5 x 120L recycling enclosures throughout this area. All of the existing infrastructure was replaced with 23 x 120L waste and recycling double enclosures all along Young Street. The collection frequency of the recycling bins also increased within the CAA from once weekly to twice weekly. All stations were installed and in operation on 1 November 2017. Also, 2 x 240L waste bins on stands at Lloyd Park were replaced with 2 x 240L recycling bins to encourage the recovery of recyclables from sporting facilities at this location.
3.4.2 Develop and implement a universal waste and recycling bin design and signage across Frankston City, utilising SV's Away From Home Waste Signage Guidelines	8	Year: 1-5	50%	Partially Achieved	A Frankston city centre waste and recycling bin design standard (including signage that aligns with SV's Away from Home Waste Signage Guidelines) was developed in 2016-17. Standards for waste and recycling bin design for open space and neighbourhood shopping centres will be developed in Year 5 for consistency with the Frankston city centre standards, resources permitting.
3.4.3 Continue to operate selected major Council events as waste wise events	9	Year: 1-5	100%	Achieved	A Council officer commenced researching what other councils are doing to ensure events in these municipalities are waste wise, including by reviewing guidelines and policies and seeking feedback from officers in other councils. All cleaning contractors at Council's major events provide recycling bins and ensure recycling is taking place. Stallholders are encouraged to minimise waste by providing interactive activities instead of handing out pamphlets and balloons. Terms and conditions for stall holders were updated in 2016-17 to cover waste management and recycling.
3.5.1 Offer support to businesses and community groups in Frankston City to increase resource recovery in their operations, where resources allow (also see Actions 1.1.2 & 2.4.1)	10	Year: 2-3	100%	Achieved	See 1.1.2 and 2.4.1.
3.5.2 Investigate opportunities for recovery of commercial and industrial (C&I) and construction and demolition (C&D) waste at FRRRC	7	Year: 1-5	50%	Partially achieved	The review of FRRRC's Operational model was commenced in 2017-18 and is expected to be completed in 2018-19. This will include opportunities to increase resource recovery from both C&I and C&D waste.
3.5.3 Support future MWRRG initiatives around improving resource recovery of C&I and C&D wastes and improving the market	7	Year: 1-5	50%	Partially achieved	A Council officer continued to work with the MWRRG and SV in preparation for the implementation of the e-waste to landfill ban, which has since been deferred to 1st July 2019.
3.6.1 Continue to actively seek grant funding through the State Government and MWRRG to support projects and programs, and increased access to the proceeds of the landfill levy	10	Year: 1-5	100%	Achieved	Grant funding through the Victorian Government was requested for the infrastructure to store e-waste generated from the ban on e-waste to landfill in Victoria commencing 1 July 2019.

## Executive Summary

### 12.7 Youth Mayor Youth Expo

Enquiries: (Liz Daley: Community Development)

#### Council Plan

Community Outcome:	2. Liveable City
Strategy:	2.3 Health and Well-being
Priority Action	2.3.5 Adopt a Health and Wellbeing Plan 2017-2021

#### Purpose

To brief Council on the proposed Youth Expo Mayor Youth Expo.

#### Recommendation (Director Community Development)

That Council:

1. Notes planning has been undertaken with the Youth Mayor for a Youth Expo Event in accordance with Council's resolution OM10 (13 August 2018);
2. Approves for the "Youth Mayor Stay Safe Healthy Expo" to be held on 23 January 2019; and
3. Approves the expenditure of \$3,500 to deliver the "Youth Mayor Stay Safe Healthy Expo" event in January 2019 which is to be funded within the existing Youth Mayor budget.

#### Key Points / Issues

- At its meeting on 13 August 2018, Council resolved:  
*"....3. A report be prepared for Council's Ordinary Meeting in November 2018 on a proposed Youth Expo and that they Youth Mayor be involved in the preparation of the report".*
- Numerous meetings have been held with the Youth Mayor, Youth Council and officers to scope a Youth Expo event that is both topically relevant and attractive for young people and services alike. The Youth Mayor has expressed the desire for his title "Youth Mayor" be included in the naming of the event.
- As Council already offers a successful school holiday program for young people, it is proposed to incorporate the Youth Expo as an activity during the summer program in the Library forecourt, Library Community Room and Youth Resource Centre from 11am – 3pm on Wednesday 23 January 2019.
- Aimed at young people aged 12-25 years, the proposed event theme "*Stay Safe and Healthy*" aims to holistically engage and educate young participants to improve their wellbeing in a fun and interactive environment.
- In partnership with local youth service providers, VicRoads; Victoria Police, and Victoria Ambulance the event will include information and activities to increase awareness, understanding and responses to cyber bullying; road safety; staying safe talks; alcohol and drugs presentations; sport and recreation activities. There will also be fun activities and food to attract participants. These include smoothie bikes; snow cone machines; video games; music; BBQ lunch; and so forth.

**12.7 Youth Mayor Youth Expo****Executive Summary**

- The event will be marketed and promoted through the FCC youth website, social media; and through the Youth Services database which includes schools and clients.

**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 commits the funding of \$3,500 towards the Youth Mayor Youth Expo from the existing Youth Mayor budget:

- Guest speakers \$1,000 – this includes speakers on Cyber bullying, road safety; staying safe talks; alcohol and drugs presentations
- Marquee and equipment Hire \$1,500 – to provide stalls for the various services and agencies to locate as well as protection for inclement weather
- Catering \$500 – a light lunch including healthy drink and fruit will be provided to the participants
- Promotional merchandise \$500 – fun giveaways for participants that reinforce positive messages beyond the life of the event such as wrist bands, sunscreen and caps.

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

The theme and idea behind this event has been discussed with various stakeholders including the Local Learning & Employment Network, Victorian Police, Vic Roads and various local service providers.

**2. Other Stakeholders**

Internal stakeholders including the FCC Arts Management and FCC Events Department have been consulted.

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

The Youth Mayor Stay Safe and Healthy Expo will provide positive, educational and healthy information and participation to young people that attend the event hence providing them with further skills to assist them into the future.

**12.7 Youth Mayor Youth Expo****Executive Summary****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

There are no statutory obligations or legal implications considered in this report.

Policy Impacts

There are no policy impacts.

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 risk assessment is being prepared to accompany the Event Application for final approval by the Events Department. Funding for the event of \$3,500 is required for this event to be conducted.

**Conclusion**

The Youth Mayor Stay Safe and Healthy Expo will be a positive and enriching event for all young people that attend.

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**ATTACHMENTS**

Nil

**Executive Summary****12.8 Youth Grants Program 2018**

*Enquiries: (Liz Daley: Community Development)*

**Council Plan**

Community Outcome:	2. Liveable City
Strategy:	2.3 Health and Well-being
Priority Action	2.3.5 Adopt a Health and Wellbeing Plan 2017-2021

**Purpose**

To brief Councillors on applications received in the 2018 Youth Grants program that is funded through the State Government Engage Funds. Youth Council has assessed the applications for funding recommendations to Council.

**Recommendation (Director Community Development)**

That Council:

1. Adopts the 2018 Youth Grants Program recommendations as contained in the confidential Youth Grants Summary and Recommendations report;
2. Notes there is a total recommended cost of \$9,887 out of a total pool of \$10,000;
3. Notes the names of persons who have received a donation or grant and the amount of each donation or grant will be included on the list of donations and grants, in accordance with the requirements of the Local Government Act 1989 and regulation 12(g) of the Local Government (General) Regulations 2015; and
4. Notes Council officers will commence processing grants immediately following approval, including notifying grant recipients that their applications have been successful.

**Key Points / Issues**

- Council has received State Government funding administered through the Department of Health and Human Services to provide the Engage! Program in 2018-2020. As part of Engage!, funding of \$10,000 per annum is provided to deliver a Youth Grants program to help young people aged 12 to 24 years to get involved in their communities. The aim is to increase the knowledge, skills and leadership abilities of young people, and provide pathways into education, training and careers (refer Attachment A for guidelines).
- Youth Grants, open to all young people aged 12 – 24 years who live, work or study in the Frankston municipality, are assessed by Youth Council who make funding recommendations to Council. This year the Youth Grants program was advertised to local schools and youth agencies with applications accepted from 23 July 2018 to 31 August 2018. Twenty-one applications requesting \$9,887 were received for a total budget pool of \$10,000.
- Youth Council assessed de-identified applications against a pre-determined and advertised criteria (refer Attachment B). Youth Council are recommending twenty-one applications at a total expenditure of \$9,887. A full list of applicants, including personal information, and their weighted assessment against the criteria is available in confidential Attachment C.

**12.8 Youth Grants Program 2018****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 no financial implications associated with this report.

\$10,000 funding is provided for Youth Grants as part of the State Government funding for the Engage! Program. The total granting recommendations within this report equal \$9,887 which is within the funded budget for 2018.

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

The Youth Grants Program was advertised to relevant youth organisations and wellbeing teams in schools within the Frankston municipality.

**2. Other Stakeholders**

Frankston Youth Council has assess applications to make granting recommendations to Council.

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

The assessment of youth grants includes reviewing the expected contribution to a young person’s education and career prospects.

**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

There are no statutory obligations or legal implications considered in this report.

Policy Impacts

The Youth Grants score sheet guide recommendations. Any inconsistencies have been highlighted in the attached “Officer’s Assessment”.

**12.8 Youth Grants Program 2018****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**

Youth Grants are assessed in accordance with the Youth Grant Guidelines and Eligibility Criteria 2018. Frankston Youth Council has assessed de-identified applications against the Youth Grant Selection Score Sheet to protect confidentiality and reduce selection bias.

**Conclusion**

Funding recommendations in the 2018 Youth Grants Program intend to provide valuable support to young people aged between 12 and 24 who live, work or study in the Frankston municipality.

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**ATTACHMENTS**

- Attachment A: [↓](#) Youth Grant Guidelines & Applications - Youth Services
- Attachment B: [↓](#) Youth Grant Selection Criteria 2018
- Attachment C: [↔](#) Youth Grants Summary & Recommendations 2018 (*Under Separate Cover*)

**12.8 Youth Grants Program 2018****Officers' Assessment****Background**

State Government funding to Council for the 2018-2020 Engage! program includes \$10,000 per annum for a Youth Grants program. As an aim of Engage! program is to provide leadership opportunities de-identified Youth Grants applications are assessed by Youth Council against a pre-determined criteria and recommendations presented to Council for approval.

This year, Youth Grants opened 23 July 2018 and closed 31 August 2018. Twenty-one applications requesting \$9,887 were received compared with 22 applications requesting \$10,880 in 2017; 61 applications requesting \$27,890.30 in 2016 and 47 applications requesting \$18,211 in 2015.

Of the twenty-one applications received this year all are recommended for funding.

**Issues and Discussion**

Applications have been assessed by Youth Council using the Youth Grant Selection Criteria (Attachment A). Grants are recommended based on the weighting of an individual's ability to advocate their need for the requested item/service; whether the applicant's application aligns closely with the priority areas of the Engage! Program Funding; whether the requested item/service will support the applicant's education and/or employment opportunities; whether the benefits to the applicant's future of the requested item/service is clearly communicated; and whether the lack of requested item will contribute to the barriers to the applicant's education and/or employment.

It should be noted Youth Council review de-identified applications to ensure confidentiality is maintained and have no information on actual names or details of recipients at any stage of the process. For this reason, information is presented in this assessment using the de-identified coding however a full summary of youth grant applications (including names) and funding recommendations is provided in confidential Attachment C.

A synopsis of recipients and grant recommendations follows.

Six applications with very unstable living and low socio economic situations request funding for school materials and fees. Frankston Youth Council recommends these applications for funding as financial support for basic education expenses.

These applications are from:

- HC8 for \$500
- HC5 for \$500
- HC7 for \$500
- HC6 for \$500
- HC2 for \$500
- HC3 for \$500.

Three applications request funding for the purchase of a technology (laptops) for Secondary and University study purposes. Frankston Youth Council recommends these applications for funding as the benefits of the items to the applicants' educational outcomes and career goals are clear. Barriers faced by the applicants were clearly communicated.

These applications are from:

- YGP181900016 for \$498.

**12.8 Youth Grants Program 2018****Officers' Assessment**

- HC12 for \$498
- HC10 for \$498.

One application requesting funds for work gear (work boots) for the purposes of work experience completion and the enhancement of apprenticeship and career prospects has been recommended for funding by the Youth Council committee.

The application is from:

- YGP181900005 for \$219.95.

Three applications were received from young people for a financial contribution towards university student fees and university text book costs. They have been recommended for funding by the Youth Council committee due to the large expense of these books and student amenity fees. These applications clearly align with the applicants' career and education aspirations

The above applications were from:

- YGP181900011 for \$500
- YGP181900012 for \$500
- YGP181900003 for \$425.

One application requesting funds for a personal development opportunity participating in women's boxing and self-defence classes has been recommended for funding by the Youth Council committee.

The application is from:

- HC9 for \$500.

Three applications were received from disadvantaged young people for short course enrolment fees. These applications are for enrolment at (1) Cove Training, Dandenong, (2) Chisholm TAFE, Frankston, and (3) Napoleon Perdis Makeup Academy. These three applications are recommended by the Youth Council committee for funding due to the benefits of the courses requested to the applicants' futures being clear. It was ascertained by the Youth Council committee selection group that a lack of these items would contribute to barriers to the applicants' career prospects.

These applications were from:

- YGP181900014 for \$388
- HC11 for \$500
- HC4 for \$500.

One application was received requesting a financial contribution towards purchase of a VCE school uniform. The application has been recommended by the Youth Council committee due to the necessity of the item, the educational aspirations of the applicant and the financial need of the family. This application clearly aligns with the applicant's career and education aspirations.

The above application is from:

- HC1 for \$360.

Three applications from disadvantaged young people requesting funding for payment of Chisholm TAFE course fees are recommended for funding by Youth Council Committee. These courses clearly align with the applicants' career and education aspirations. Barriers faced by the applicants are clear.

**12.8 Youth Grants Program 2018****Officers' Assessment**

The above application is from:

- YGP181900015 for \$500
- YGP181900008 for \$500
- YGP181900007 for \$500.

The resource requirements associated with this report totals \$9,887 compared with the 2018 budget allocation of \$10,000 for this purpose.

**Options Available including Financial Implications**

There are no financial implications associated with the report.

The resource requirements associated with this report are \$9,887 compared to the State Government grant of \$10,000 for this purpose.



## YOUTH GRANT APPLICATION

### GUIDELINES AND ELIBILITY CRITERIA

#### What is Youth Grants?

The Victorian Government, through the Engage program gives funding to Frankston City Council to offer a Youth Grants program. The Youth Grants Program supports young people with materials, equipment and course/tutor fees to help them with education, training and/or career goals.

#### Who can apply for a Youth Grant?

Young people aged between 12 and 24 who live, work or study in the Frankston area.

#### What can Youth Grant money be spent on?

Materials, equipment and courses for your education, training and/or career aspirations.

This grant can't be used to pay for laptop/iPad/tablet leases through any educational institution (schools).

#### Young Grant Amount

Up to \$500 is available per applicant and is provided to the item/service supplier (not the applicant).

#### How to apply?

Application forms can be completed by going on the SmartyGrants link on the Frankston City Council's website [http://www.frankston.vic.gov.au/Things\\_To\\_Do/Youth\\_Hangouts/Frankston\\_Youth\\_Central](http://www.frankston.vic.gov.au/Things_To_Do/Youth_Hangouts/Frankston_Youth_Central) or by completing a hard copy form and returning it to Frankston Youth Central – 60A Playne St. Frankston (next to Frankston Library).

Applicants must provide at least 1 relevant referee to support their application. Please refer to part five of the application form for more details on referees.

#### Conditions of entry

Youth Grants can only be used to fund the item or service requested in the application form.

The selection committee will take into consideration applications which (1) meet the criteria; (2) outline disadvantages that limit an applicant's ability to gain financial support for their education and/or career goals and; (3) outline the benefits of the grant to the applicant's future.

Incomplete applications won't be considered.

The applicant must complete their application or be part of the application process.

#### Important dates

Applications open on July 23<sup>rd</sup> 2018

Applications close August 31<sup>st</sup> 2018

### Unsuccessful applicants

Unsuccessful applications will receive a letter from Frankston Youth Services once a decision has been made by the selection committee and Senior Council.

### Successful applicants

Successful applicants will receive a letter with instructions from Frankston Youth Services once a decision has been made by the selection committee and Senior Council.

If successful you will need to obtain invoice/s for the items or services you applied for and post or email them to Youth Services. Invoices are required no later than Monday 3<sup>rd</sup> December at 5pm.

Youth Services:

Frankston Youth Central  
60A Playne Street  
Frankston VIC 3199

or

[Imogen.neumann@frankston.vic.gov.au](mailto:Imogen.neumann@frankston.vic.gov.au)

[Jane.thomson@frankston.vic.gov.au](mailto:Jane.thomson@frankston.vic.gov.au)

Please refer to part six of the application for more details on invoices.

If this is not done within the requested time frame or communication has not been made with Youth Services, you will forfeit your Youth Grant.

### Additional conditions for successful applicants

The successful applicant will provide Youth Grant feedback within 6 months of receiving grant item.

The successful applicant will be available for media opportunities e.g. interviews and/or photos for local newspapers, Council newsletters etc. should these arise.

### Privacy collection notice

The personal information requested is required for the provision of the service referred to on this form and will only be share with those responsible for providing the service. If you do not provide the required information, Frankston City Council may not be able to deliver the service.

### Checklist

- 
- Completed application form and submitted it prior to the closing date
  - Supplied 1 or 2 referees to support your application
  - Attached quotes or invoices for the items/services applied for

(OPTIONAL) Attached other documentation/references to support your application



PART ONE: APPLICANT DETAILS

Full Name:		
Preferred Name:		
Address:		
Date of Birth:		
Age:		
Email address:		
Contact Number(s):		
<input type="checkbox"/> Studying:	Education Institution/School:	
	Year Level:	
	Course (if applicable):	
<input type="checkbox"/> Working:	<input type="checkbox"/> Casual	
	<input type="checkbox"/> Part-time	
	<input type="checkbox"/> Full-time	
<input type="checkbox"/> Other:		

PART TWO: GRANT AMOUNT REQUESTED

Amount (\$):	
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PART THREE: PURPOSE OF GRANT

What will you use the grant money for?     
--

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Why do you need this Youth Grant? How will it help you?

--

Have you previously received a Youth Grant? If you have, when and what was it for?

--

**PART FOUR: PAYMENT DETAILS**

Please indicate where you would like your grant funding to go

- Chisholm Institute of TAFE
- Beleza School Uniforms
- Your high school
- Study/school supplies
- The Good Guys
- Other training provider
- Ray's Outdoors
- Other (please list): \_\_\_\_\_

**PART FIVE: SUPPORT/REFERENCES FOR APPLICATION**

Please provide one referee for your application. Referees could include a coach, teacher, employer, employment agency, family friend, parent, church leader etc.

Referee one

Name:

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Relationship with applicant:	
Phone contact:	
Email address:	

**Referee two**

Name:	
Relationship with applicant:	
Phone contact:	
Email address:	

**PART SIX: SUPPORTING FINANCIAL DOCUMENTATION**

Please attach quotes or invoices for the item or service you're applying for. Your invoice or quote must include the following details;

- Item/Service
- Price
- Business Name/School
- ABN (Australian Business Number)
- Bank Name (eg. Westpac, ANZ)
- BSB
- Account Number

You can attach any other documentation/references that support your application.

**PART SEVEN: APPLICANT'S AUTHORISATION**

Date:	
Signature:	



## Youth Grant Application Criteria

YES/NO CRITERIA					
Applicant is aged 12 to 24 years	<b>NO</b>		<b>YES</b>		
Applicant lives, studies or works in Frankston Local Area	<b>NO</b>		<b>YES</b>		
Application amount is \$500 or under	<b>NO</b>		<b>YES</b>		
Application includes at least one referee	<b>NO</b>		<b>YES</b>		
Applicant could not reasonably afford the item without the assistance of a Youth Grant	<b>NO</b>		<b>YES</b>		
Supporting evidence is included in application	<b>NO</b>		<b>YES</b>		
<b>SCALED CRITERIA</b>	0= Does not meet criteria 1=Marginally meets the criteria 2=Meets the criteria 3= Exceeds expectations 4=Greatly exceeds expectations				
The applicant's reference has advocated that the requested item/service reflects the need of the applicant	<b>0</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
The application aligns closely with the priority areas of the Engage funding	<b>0</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
Funds will be used for materials, equipment, fees or other services/items which will support the applicant's education and employment opportunities	<b>0</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
The benefits of the item/service requested to the applicant's future are clear	<b>0</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
Non provision of the requested item/service will contribute to barriers to the applicant's education and employment opportunities	<b>0</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
<b>Other Comments (If required, please use the back of the sheet)</b>	<b>TOTAL</b>				

**Executive Summary****12.9 Miscellaneous Grants and Frankston Arts Centre Discounts and Concessions - July, August, September 2018**

*Enquiries: (Liz Daley: Community Development)*

Council Plan

Community Outcome:	2. Liveable City
Strategy:	2.4 Improve the health and wellbeing of residents
Priority Action	2.4.5 Increase social inclusion and community participation in leisure activities including libraries, arts and culture

**Purpose**

To brief Council on the funding allocation of grants in the Miscellaneous Grants Program, and the community concessions and discounts in the Frankston Arts Centre.

**Recommendation (Director Community Development)**

That Council notes the funding allocations in relation to grants in the Miscellaneous Grants Program, and community concessions and discounts in the Frankston Arts Centre.

**Key Points / Issues**

- Miscellaneous Grants and Frankston Art Centre community concessions and discounts to the community groups are reported to Council at the end of each quarter. This report relates to funding decisions made in quarter 1 being 1 July 2018 to 30 September 2018.
- The total Miscellaneous Grants budget is \$35,000 comprising \$15,000 to support Quick Response; Inclusion Support; Representative Support; and Charitable Support Grants; and a further \$20,000 shared between Community Membership Drive, Youth Action Grants and 2 new categories being launched early 2019 being Neighbourhood Grants and Environmental Sustainability Grants.  

This quarter, in Miscellaneous Grants a total of \$5,517.35 was distributed to 39 applicants and \$1,000 was distributed to 2 applicants in Community Membership Drive (refer Attachment A, confidential list of individual recipients).
- The total budget for Frankston Arts Centre Discounts and Concessions is \$224,550 and this quarter \$71,988 was allocated (refer Attachment B, confidential expenditure list).
- All expenditure quoted in this report is excluding GST.

**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

**12.9 Miscellaneous Grants and Frankston Arts Centre Discounts and Concessions -  
July, August, September 2018****Executive Summary**

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 annual Miscellaneous Grants Program and Frankston Art Centre concessions and discounts are within budget.

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

Miscellaneous Grants are advertised and available on Council's website. The Frankston Arts Centre discounts and concessions are available at point-of-sale to eligible organisation and groups.

**2. Other Stakeholders**

The Miscellaneous Grants sub-committee comprises the Mayor Cr Colin Hampton, Deputy Mayor Councillor Michael O'Reilly, Director Community Development, Director Corporate Development, with administrative support provided by the Program Integration Officer. The Manager Arts and Culture, Community Development Management Accountant and the Manager Community Strengthening have also been consulted.

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

The assessment of Miscellaneous Grants and Frankston Arts Centre discounts and concessions includes reviewing the expected contribution a project or activity will make to the economic, social and/or environmental outcomes in Frankston City.

**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

There are no statutory obligations or legal implications considered in this report.

Policy Impacts

The Community Grants Policy, the Miscellaneous Grants Guidelines and the Frankston Arts Centre Community Discounts Criteria and Guidelines guide the decision making for all allocations.

Officer's Declaration of Interests

Under Section 80C of the Local Government Act 1989, Council officers involved in the preparation of this report have no Conflict of Interest in this matter.

**12.9 Miscellaneous Grants and Frankston Arts Centre Discounts and Concessions -  
July, August, September 2018****Executive Summary****Risk Mitigation**

Miscellaneous Grants are assessed against the Community Grants Policy and the Miscellaneous Grants Guidelines. The community discounts and concessions are assessed and allocated according to the Frankston Arts Centre Community Discounts Criteria and Guidelines. These processes reduce the risk of inappropriate funding contributions.

**Conclusion**

Funding allocations, discounts and concessions in the Miscellaneous Grants and Frankston Arts Centre programs are reported quarterly to Council. The grants provide valuable support to a range of community groups and individuals and add value to the Frankston Community.

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**ATTACHMENTS**

- Attachment A: [⇒](#) Miscellaneous Grants Program - Q1 Report - Jul-Sep 2018  
Successful Recipients (*Under Separate Cover*)
- Attachment B: [⇒](#) Frankston Arts Centre Discounts and Concessions Budget – Q1  
Report – Jul-Sep 2018 (*Under Separate Cover*)

**Executive Summary****12.10 Kananook Community Garden and Farmers Market Shed**

*Enquiries: (Liz Daley: 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 a proposal from Seaford Farmers Market for a storage shed to be constructed at Kananook Reserve with the proposed Kananook Community Garden.

**Recommendation (Director Community Development)**

That Council:

1. Notes the 2018/19 capital works budget includes funding to establish a Community Garden at Kananook Reserve subject to community consultation;
2. Notes a community consultation event held on 10 November 2018 attracted approximately 35 participants who indicated support for the proposed community garden;
3. Notes the Seaford Farmers Market approach to construct a shed in the north-east corner of Kananook Reserve at their cost with request for Council to fund the concrete slab;
4. Notes all occupancies of Council land are required to be managed under a Lease or Licence agreement, with associated rents and / or fees determined by the nature of the use. All outgoings will be the responsibility of the Tenant or Licensee;
5. Provides in principle agreement to the location of the Seaford Farmers Market storage shed and develop the Kananook Community Garden in Kananook Reserve to enable the following actions to determine feasibility:
  - a) soil test on garden and shed location;
  - b) geo-tech report for the shed slab;
  - c) Landfill Gas Assessment;
  - d) community engagement on:
    - the proposed community garden layout; and
    - the proposed Seaford Farmer's Market shed; and
  - e) confirm costs for the construction of the shed slab.
6. A further report detailing progress to determine feasibility be provided to December Ordinary Meeting; and
7. Commits \$5,000 to the Mid-Year budget review to undertake the geo-tech report and Landfill Gas Assessment for the Seaford Farmers Market Shed.

**12.10 Kananook Community Garden and Farmers Market Shed****Executive Summary****Key Points / Issues**

- Seaford Farmers Market, run by Frankston Rotary, has requested Council land to construct a 12m x 9m shed to house their equipment for Seaford Farmers Market, barbecue trailers and other fundraising items.
- A working group of local residents have been active since mid-2017, working with Council and planning for a community garden of approximately 600sqm to be located on Kananook Reserve. Council allocated \$25,000 in 2018/19 capital works budget for fencing and garden beds to establish the community garden at Kananook Reserve with a requirement to undertake community consultation.
- Kananook Reserve was identified as the preferred site for the construction of the Seaford Farmers Market storage shed as it is close to the market venue and there are potential synergies between the two community organisations.
- The existing Frankston District Junior Football League (FDJFL) pavilion in the north-east corner area provides a suitable site for both the shed and garden to abut. FDJFL has been absorbed into AFL South East who are now responsible for the League. As such, usage of part of the pavilion may be negotiated for the community garden for ongoing meeting, kitchen, toilet facilities and storage space with AFL-South East who have indicated in principle support for this use. Formal approval will need to be provided by AFL Commission once details of hours and use are established.
- An indicative site plan is attached to provide a visual representation of the area. It should be noted the Farmers Market Shed angle against the pavilion may differ in the final plan and components of the community garden layout may alter through ongoing community consultation however the dimensions of the garden and plan are not expected to change.

**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 implications with this report including \$5,000 for a geo-tech report and Landfill Gas Assessment for the Seaford Farmers Market Shed to be committed to the Mid-Year Budget Review and additional costs for the shed slab that need to be verified.

\$25,000 is included in the current capital works budget to establish the Kananook community Garden.

**12.10 Kananook Community Garden and Farmers Market Shed****Executive Summary****Consultation****1. External Stakeholders**

The initial consultation with Rotary Club of Frankston was about the size of the shed to adequately store their items i.e.: Seaford Farmers Market marquees, trailer, barbecue trailer and other fundraising items. Once that had been established, they were then part of the consultation with other stakeholders, Kananook Community Garden Inc. who shared an interest in the site. The subsequent discussions ensured that both parties' needs and aspirations were included in the location of the shed and community garden in relation to the existing pavilion. Their input resulted in a change to the concept plan, where the shed is now perpendicular to the pavilion.

AFL-South East currently own the Frankston District Junior Football League Pavilion built by volunteers in 1974. AFL-South East has informally indicated support for locating the storage shed next to the pavilion and for the community garden to access the pavilion as a shared facility including office, meeting and kitchen. Full permission will be sought at committee level if this proposal goes ahead.

Approximately 35 people of all ages participated in a community garden consultation on the proposed community garden on 10 November 2018. Participants residing within a 5 street radius of Kananook Reserve received an invitation to the consultation and all were supportive of the project. Potential issues raised included theft of produce and tools with solutions identified being to fence and lock the garden as is the custom at other community gardens.

**2. Other Stakeholders**

Internal stakeholders included in the consultation were Manager Capital Works Delivery; Business Manager Recycling; Manager Facilities; Manager Commercial Services; Coordinator Property Management; Coordinator Open Space; Coordinator Recreation; and Coordinator Community Engagement. They provided input into the suitable location of the shed on the reserve; site testing required and appropriate mechanisms to consult with external stakeholders.

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

Co-location of two community focussed groups can lead to mutually beneficial relationships and increased outcomes for both groups. In this instance, Rotary has indicated they are prepared to help the community garden during construction. If permission to use the pavilion as an informal shared space for the community garden is granted by AFL South East, Rotary will build suitable ramps for disability access subject to Council approval. Given that the community garden will be growing fresh fruit and vegetables, further opportunities may be explored to sell excess produce or promote healthy eating at the Seaford Farmers Market.

**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 this report.

Policy Impacts

**12.10 Kananook Community Garden and Farmers Market Shed****Executive Summary**

Frankston City Open Space Strategy 2016-2036 assessed the various neighbourhoods within the municipality including Seaford. The recommendation for Kananook Reserve includes “Create a new master plan and management plan, to guide the long term development of sporting and unstructured recreation.”

In Frankston City Council Community Plan 2017-2021, the Seaford community requested “provide and promote opportunities for community connectedness and a sense of community pride” which works well with the locating of the community garden and also support for the equipment storage needs of the long established Seaford Farmers Market.

**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 major risk identified is that Council sets a precedent of giving public land to construct storage facilities for community groups; however this shed for the Seaford Farmers Market community project run by Frankston Rotary rather than for Frankston Rotary general storage.

In addition, open space is a premium and finite resource and changing its use to storage limits the availability of land for community and incidental recreation. To mitigate the risk of the storage shed impacting on the reserve, its co-location with the pavilion and community garden creates an activity area and not a single isolated structure.

Kananook Reserve is a closed landfill site and is located in a flood overlay. As such a Landfill Gas Assessment, soil test and geo-tech report are recommended to ensure the shed and community garden are constructed safely. Appropriate mitigation treatments will be implemented depending on results. For example, the community garden may need to create raised beds, use only fresh soil and may also need to consider whether an orchard grown directly on the ground is suitable or if trees will need to be grown in containers similar to Joy of the Earth community garden.

**Conclusion**

A proposal to co-locate the Seaford Farmers Market shed and Kananook Community Garden has been explored to optimise storage for the Farmers Market and volunteer assistance through Frankston Rotary to build the community garden.

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**ATTACHMENTS**

Attachment A: [↓](#) Layout Kananook Community Garden

**12.10 Kananook Community Garden and Farmers Market Shed  
Officers' Assessment****Background**

The Rotary Club of Frankston have run the monthly Seaford Farmers Market since 2007. In 2018, they approached Council with a request for land to construct a storage shed. They expressed the need for the shed to be of suitable size, 96m<sup>2</sup> (12m x 9m), to house a range of equipment, including marquees for the Seaford Farmers Market, their barbecue trailers and other fundraising items. They also asked that it be nearby to Kananook Creek Reserve, the location of Seaford Farmers Market.

Previously, these items had been stored by Frankston Wranglers, another local service club, but the Wranglers have advised their club is due to be closed soon and is only available for another year. Other sites explored for construction of a storage shed included Gretana Reserve; Joy Street; Downs Estate on Old Wells Road and an empty block adjacent to Railway Parade Seaford Maternal & Child Health centre.

Kananook Reserve was deemed to be the most appropriate site as a community garden had also been proposed for the reserve by a group of residents. Kananook Community Garden Inc. was formed from a working group of local residents, aiming to create a community garden in the Kananook Reserve. This group had been in discussion with Council staff since 2017 about their project. To support this group to establish the Kananook Community Garden \$25,000 has been included in the 2018/19 Capital Works budget.

Frankston Rotary are proposing to take responsibility for the funding of the construction of the shed, and request from Council financial assistance for the concrete slab. As the area is a flood overlay, this cost has been estimated between \$30,000 - \$50,000. Soil testing to confirm site suitability and structural engineering assessment to confirm slab costs will be required.

**Issues and Discussion**

Given the possibility of the two groups locating on Kananook Reserve, meetings with both parties have been held to explore connections between the two projects. Co-locating both organisations will bring mutual benefits and Rotary has already indicated their interest in building a wheelchair access ramp and possibly a rotunda in the community garden subject to Council approval. Frankston Rotary previously contributed to the creation of Joy of the Earth community garden.

Members of the Community Garden and Seaford Farmers Market have toured the Frankston District Junior Football League pavilion owned by AFL South-East positioned in the north-east corner of Kananook Reserve for suitability as a facility to enhance the community garden. AFL-South East has indicated their agreement to part of the pavilion being shared with the community garden as well as the construction of the Seaford Farmers Market storage shed abutting the pavilion. AFL-South East require a request from the group outlining intended use and hours to seek formal approval from their committee and will require an agreement to be negotiated.

Locating both groups in the vicinity will bring benefits to both the community projects as well as the activation of space in the reserve.

The community garden will be located to the north-west of the pavilion with attention paid to Crime Prevention Through Environmental Design (CPTED) principles. In particular, pedestrians can provide natural surveillance on the area. The fencing of the garden will be mesh, so that passers-by can observe activities within the garden. This will contribute to feelings of comfort and safety for the members of the community garden.

**12.10 Kananook Community Garden and Farmers Market Shed  
Officers' Assessment**

Access to the Seaford Farmers Market storage shed will often include trailer use, it would be useful to angle the shed out from the pavilion to allow easier reversing into one of the 3 bays of the shed.

**Options Available including Financial Implications**

Option 1: Provide in principle agreement to location of the Seaford Farmers Market Storage shed and develop the Kananook Community Garden in Kananook Reserve to enable feasibility assessment including soil test, geo-tech report and Landfill Gas Assessment on site of proposed shed and community garden; community consultation on the proposed site layout for the community garden; community consultation on the proposed site for the Seaford Farmers Market Shed; and confirm costs for the construction of the shed slab.

Option 2: Provide in principle agreement to the location of Kananook Community Garden in Kananook Reserve following positive community consultation event held on 10 November 2018 subject to the results of a soil test.

Option 3: Provide in principle agreement to the location of the Seaford Farmers Market Shed at Kananook Reserve to enable feasibility assessment including soil test; geo-tech report; Landfill Gas Assessment; community consultation and confirm costs for the shed slab.

Option 4: Do not agree to the location of the Seaford Farmers Market Storage shed and Kananook Community Garden nor funding of slab construction costs.

\$25,000 is included in the Annual Budget to establish the Kananook Community Garden. In resolving the budget Kananook community Garden was required to undertake community consultation and this was held on 10 November 2018 with approximately 35 community members residing in the local area; all of whom were supportive of the project.

There are no current resources included in the Annual Budget for the Seaford Farmers Market Shed; a Landfill Gas Assessment and geo-tech report is required to ensure site feasibility and confirm shed slab costs. Consideration for \$5,000 funding will need to be committed to the Mid-Year Budget Review for the Landfill Gas Assessment and geo-tech report with results presented to a future Council Meeting.



PROPOSED SITE PLAN



**PROPOSED KANANOOK RESERVE - COMMUNITY GARDEN**



**Executive Summary****12.11 Response to Petition - Objection to proposed parking restrictions in Halifax Street and Airlie Grove, Seaford**

*Enquiries: (Doug Dickins: Community Assets)*

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 review of proposed parking restrictions in Halifax Street and Airlie Street, Seaford, in response to a petition received by Council.

**Recommendation (Director Community Assets)**

That:

1. Council notes the petition with 109 signatures objecting to the proposed parking restrictions in Halifax Street and Airlie Grove in Seaford.
2. The proposed parking changes in Halifax Street, Airlie Grove and Mersey Crescent are not implemented at this time.
3. Council writes to the Minister of Education, to advocate for improved traffic and parking arrangements within the Seaford North Primary School property.
4. The Head Petitioner be advised accordingly.

**Key Points / Issues**

- At Council's meeting OM11 on 10<sup>th</sup> September 2018, Council received a petition objecting to the proposed parking restrictions being considered for Halifax Street and Airlie Grove, Seaford. The petition stated:

"I object to the proposed parking restrictions being considered for Halifax Street and Airlie Grove Seaford and request Frankston Council to seek alternative solutions which do not adversely affect the availability of parking for local residents to the Seaford North Primary School."
- A total of 109 signatures from residents were included in the petition.
- Halifax Street and Airlie Grove are local access streets that provide access to residential properties and the Seaford North Primary School which is situated at the northern end of these streets. Each street is a no through road with no court bowl or any U-turn facilities. Vehicles turn around at the end using driveways to make a three point turn.
- Street parking on Halifax Street and Airlie Grove is unrestricted, except for a short section of no stopping restriction at the northern end of each street adjacent to the school gate. This is to restrict street parking to maintain maximum road width for vehicles to turn around. The school does not permit parents to drive into the school car park to perform a U-turn or to circulate through to Airlie Grove. The access gate is usually closed.

**12.11 Response to Petition - Objection to proposed parking restrictions in Halifax Street and Airlie Grove, Seaford****Executive Summary**

- Several local residents of Halifax Street have raised concerns relating to traffic and parking in the street during the busy school drop off and pick up times. The issues are being experienced daily and Council officers have been investigating these requests.
- In April 2018, Council officers had a meeting with the Principal of Seaford North Primary School, School Council representatives and officers from the Department of Education and Training. This meeting was to discuss traffic and parking issues around the school.
- The Principal of the school outlined the parking issues being experienced by parents and carers of students at drop off and pick up times and expressed a desire to find a solution to relieve this traffic congestion and improve traffic flow on Halifax Street, Airlie Grove and other local streets surrounding the school.
- Following investigation by Council officers, a proposal was developed implement new parking restrictions in Halifax Street and Airlie Grove. The proposal aimed to restrict parking on one side of the street to maintain full road width for two way traffic flow, to provide safer and more efficient traffic circulation and vehicle turn around. (See Appendix A)
- The proposal was for no stopping to be implemented on one side of each street from 8:30am to 9:15am and again from 3:15pm to 4.00pm on school days
- The school was consulted on the proposal, and while they did not indicate their support or objection, the school would welcome any changes that will assist in better parking and traffic circulation around the school.
- Consultation was conducted with residents of Halifax Street and Airlie Grove to determine the level of support for the proposal. Advice from residents is that they felt that the proposed changes were too restrictive to residents and were a response to the traffic concerns of the school for parents and carers of students.
- As part of the parking management package proposed for Seaford North Primary School, a Kiss & Go drop off and pick up zone on Mersey Crescent in front of Mersey Reserve was proposed along with changes to parking in Halifax Street and Airlie Grove. This was to formalise the current practice for some parents to use Mersey Crescent for drop off and pick up.
- Local residents on Mersey Crescent were also consulted for the Kiss & Go drop off and pick up zone. An objection to the proposal was received from a resident. The school was supportive of the proposed Kiss & Go arrangement.
- The Department of Education and Training have developed a Master Plan for Seaford North Primary School as part of the State Government \$5 billion Education State Program. The Master Plan comprise of new additional school buildings, education and sporting facilities and new staff car park within the 6 hectares site, that will support the increase of student enrolment from the existing 400 to 650.
- Part of the proposal from the Department of Education and Training was to construct a small drop off and pick up area, however this is proposed on Council land which forms part of the Seaford Wetlands Ramsar site and is not supported.

**12.11 Response to Petition - Objection to proposed parking restrictions in Halifax Street and Airlie Grove, Seaford****Executive Summary**

- Streets surrounding the Seaford North Primary School were originally intended for residential traffic only. While these local streets provided sufficient parking and vehicle access to the school in the past, the streets surrounding the school are now struggling to meet the current and future traffic and parking demands. It is considered that there are no further options within the road reserve to provide any more parking or to improve vehicle access to the school.
- The Department of Education and Training advised it has a policy that parent traffic is not allowed on school grounds. However in this instance the existing local road network is unable to adequately cater for the traffic and parking associated with school drop off and pick up.

**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**

A letter of the proposed parking changes were sent to properties in Halifax Street, Airlie Grove and Mersey Crescent. 18 residents wrote back in response to the proposal, 17 of them were objection with one supporting the proposal.

Council officers have meet also several times with representatives of Seaford North Primary School and the Department of Education and Training.

**2. Other Stakeholders**

Community Safety were consulted on the parking proposal.

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

Parking around any public school within Frankston municipality is becoming increasingly difficult during the busy morning drop off and afternoon pick up periods as there is limited street parking available to meet the high demand. It is particularly challenging at Seaford North Primary School due to its unique location.

**12.11 Response to Petition - Objection to proposed parking restrictions in Halifax Street and Airlie Grove, Seaford****Executive Summary**

In response to requests from residents and the school, a proposal was developed to address the existing parking and traffic congestion issues around Seaford North Primary School. This included no stopping restriction during morning and afternoon drop off and pick up on one side of Halifax Street and Airlie Grove, and a Kiss & Go Zone was proposed in Mersey Crescent.

Restricting parking on one side of the street will allow unobstructed two way traffic flow and improve traffic circulation; however it will remove the ability for residents to park on street in front of their own property. Resident permit parking is an option, however this would still restrict traffic flow and may not ease congestion.

Hallifax Street and Airlie Grove are adequate in providing vehicle access to local residents. As a no through road, traffic has to come in and out from the same direction and the intense influx of traffic on these streets during the busy periods has caused severe problems to residents accessing their own property, as well as parents and carers of students.

The current expansion of the school and anticipated increase in number of students will further exacerbate traffic congestions issues on these streets which will greatly impact residents.

**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

Nil

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**

Council's risks have been considered in preparation of this report.

**Conclusion**

The report notes a number of concerns relating to parking and traffic congestion on Halifax Street, Airlie Grove and other local streets surrounding Seaford North Primary School during the busy morning and afternoon periods.

Whilst a proposal was suggested to residents and the school to improve traffic congestion, the petition received by Council indicates that there is little support from residents for any changes to be made to the existing parking arrangements around the school. Therefore it is recommended not to implement the parking changes proposed around the Seaford North Primary School in Halifax Street, Airlie Groove and Mersey Crescent.

**12.11 Response to Petition - Objection to proposed parking restrictions in Halifax  
Street and Airlie Grove, Seaford****Executive Summary**

As Council has limited options to improve traffic flow and parking in the vicinity of the school, it would be appropriate for the Department of Education and Training to consider improvements it could make to ease traffic congestion for the school community and local residents. It is recommended that Council write to the Minister for Education to seek support and assistance for the community regarding this matter.

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**ATTACHMENTS**

Attachment A: [↓](#) Parking proposal - Halifax Street and Airlie Grove, Seaford



**Executive Summary****12.12 Annual Report on Council's Greenhouse Gas Emissions, Energy and Water Usage and Costs (2017-18)**

*Enquiries: (Oliver Vido: Community Assets)*

Council Plan

Community Outcome:	1. Planned City
Strategy:	1.3 Natural and sustainable environment
Priority Action	1.3.2 Reduce Council's energy use and greenhouse gas emissions and progress towards carbon neutrality

**Purpose**

To report to Council on the organisation's annual greenhouse gas emissions, energy and water usage and costs for 2017/18, including a six-monthly summary.

**Recommendation (Director Community Assets)**

That Council:

1. Receives and notes the organisation's annual greenhouse gas emissions, energy and water usage and costs for 2017/18, including a six-monthly summary.
2. Notes that a six-monthly report on Council's greenhouse gas emissions, energy and water usage and costs (for the period July to December 2018) will be presented to Council in 2019.

**Key Points / Issues**

- Reducing Council's energy usage and greenhouse gas emissions (herein referred to as 'emissions') is a four year priority of the 2017-2021 Frankston City Council Plan.
- Each year, Council reports on its energy, water and greenhouse performance to monitor progress towards the organisation's adopted targets, improve Council's environmental performance, as well as to reduce utility costs.
- In addition, Notice of Motion 1313 requires Council officers to provide a six-monthly report to Council on the organisation's greenhouse gas emissions, energy and water usage and costs. This report includes a summary of Council's six-monthly progress as well as the annual review of Council's energy, greenhouse and water usage and costs for 2017/18.
- In reporting on Council's emissions, as well as energy and water usage and costs for 2016/17 and 2017/18, both the Peninsula Aquatic Recreation Centre (PARC) and Pines Forest Aquatic Centre (Pines) have now been included. In addition, the emissions associated with the fuel usage of Council's major contractors have been included in Council's annual greenhouse figures. These changes were made to improve Council's reporting methodology and align it with industry best practice.
- For 2017/18, the overall figures when compared to the previous financial year show the following:
  - ▼ 1.2% decrease in electricity usage mainly due to energy efficiency measures and solar power installations on Council facilities, as well as the transfer of utilities to a number of tenants.
  - ▼ 3.6% decrease in natural gas usage mainly due to the closing down of the tri/co-generation system at the Frankston Arts Centre, transfer of utilities to a number of tenants and the turning off of the hot water ring main on the Frankston Yacht Club.

## 12.12 Annual Report on Council's Greenhouse Gas Emissions, Energy and Water Usage and Costs (2017-18)

### Executive Summary

- ▲ 5.6% increase in mains water usage due to an increase in irrigation from reduced rainfall, an increase in the area that was irrigated, as well as a number of leaks (which have since been rectified).
  - ▲ 9.8% increase in the cost of utilities (includes Council's costs for electricity, natural gas, mains water, recycled water and fuel usage).
  - ▼ 2.6% decrease in emissions mainly due to energy efficiency measures and solar power installations on Council facilities.
- From January to June 2018 (for a six-monthly comparison), electricity usage decreased by 1.4%, gas usage increased by 12.9% and mains water usage increased by 11.1%, when compared to the same time in the previous financial year. Council's electricity, gas and water costs increased by 12.4%. Gas usage increased at PARC and Pines, while mains water usage increased due to increased irrigation at Lawton and Seaford North Reserves, George Pentland Botanic Gardens, as well as irrigation and leak issues at Monterey Reserve and Dame Elizabeth Arboretum.
  - In 2017/18, Council's environmental performance and progress towards its emissions and water reduction targets are outlined below:

Target description	Target (2025)	Result (2017/18)	Result (2016/17)	Progress comment
Greenhouse gas emissions – (tCO <sub>2</sub> e)  <i>Source: Council Plan 2013-2017</i>	<b>Zero net emissions (carbon neutral)</b>	<b>15,821 tonnes CO<sub>2</sub>-e</b>	<b>16,250 tonnes CO<sub>2</sub>-e</b>	<b>In progress.</b> Council reduced its emissions in 2017/18 by 429 tonnes (2.6%) of carbon dioxide equivalent (CO <sub>2</sub> -e), mainly through energy efficiency works, installation of solar panels and transferring some sites to tenants.
Target description	Target (2026)	Result (2017/18)	Result (2016/17)	Progress comment
Mains water use – megalitres (ML)  <i>Source: Integrated Water Action Plan</i>	<b>120ML or less</b>	<b>205.5 ML</b>	<b>194.7 ML</b>	<b>In progress.</b> Council's mains water use increased by 10.8 ML (5.6%) in 2017/18, mainly due to an increase in irrigation from warmer and drier weather conditions, an increase in the area that was irrigated, as well as water leaks (which have been identified and rectified).

## 12.12 Annual Report on Council's Greenhouse Gas Emissions, Energy and Water Usage and Costs (2017-18)

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Target description	Target (2026)	Result (2017/18)	Result (2016/17)	Progress comment
Percentage of water used from sustainable alternative water sources (i.e. recycled, rainwater, stormwater)*  <i>Source: Integrated Water Action Plan</i>	<b>60% or more</b>	<b>40.7%</b>	<b>42.2%</b>	<b>In progress.</b> Council's percentage of recycled water usage decreased in 2017/18, mainly due to reduced average rainfall during the irrigation season. Recycled water usage decreased at Ballam Park, Jubilee Park and Lloyd Park, while usage increased at Centenary Park Golf Course and Belvedere Reserve.

\*Council is currently only able to report on the use of Class A recycled water from the Eastern Treatment Plant.

- Future implementation of Council's draft *Towards Zero Emissions Plan 2019-2023* (currently out for public consultation), and implementation of Council's *Integrated Water Action Plan 2016-2026* and *ESD Standards for Council Buildings* policy will assist in reducing Council's energy usage, emissions and water usage and costs. In addition, a Turf Management Plan is recommended for Council to develop a detailed water budget and irrigation schedule, along with renovation programs that optimise other turf health parameters such as soil amendments and compaction to ensure turf effectively absorbs irrigated water.
- See the [Officers' Assessment](#) for more detailed information on Council's emissions, energy and water usage and costs over time, plus a list of the highest greenhouse emitters from Council's facilities and highest water consuming sites.

### 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.

**12.12 Annual Report on Council's Greenhouse Gas Emissions, Energy and Water  
Usage and Costs (2017-18)****Executive Summary**

Overall, there has been a 9.8% increase (or \$331k) in the total cost of utilities (electricity, gas, water and fuel) in 2017/18, when compared to 2016/17. The majority of this increase can be attributed to:

- higher tariffs (this includes unit rate and service charges) for Council's electricity costs (buildings, public lighting and other assets) despite Council's electricity usage decreasing
- an increase in fuel prices despite Council's fuel usage decreasing
- higher tariffs for recycled water (for the highest consuming sites)
- an increase in Council's mains water usage (and corresponding increase in costs)

Despite Council's total electricity usage decreasing in 2017/18, Council's electricity costs (including buildings, public lighting (inc. streetlighting) and other assets, increased from \$1.61M in 2016/17 to \$1.85M in 2017/18 (a 15% increase). This increase was due the continued increase in electricity tariffs.

Council's gas costs decreased from \$358k in 2016/17 to \$354k in 2017/18 (a 1.2% decrease), corresponding with the decrease in gas usage observed.

Council's mains water cost increased in 2017/18 to \$819k, from \$774k in 2016/17 (5.8% increase). PARC and Pines cost \$100k (or 12.2%) of Council's total mains water costs for 2017/18. PARC was Council's highest mains water user in 2017/18, however the pool was also re-filled during this time due to a major leak that was later rectified.

Council's recycled water cost increased in 2017/18 to \$78k, from \$73k in 2016/17 (6.6% increase).

Cost increases were kept to a minimum through the electricity and gas savings from reduced usage, combined with \$67,723 in cost savings identified by Council's newly appointed Utility Management Officer who commenced in May 2018. These cost savings comprised of \$31,580 from renegotiation of tariffs and solar feed-in benefits and identifying and resolving leaks, as well as \$36,143 from resolving billing errors and anomalies. To date, \$36k of these potential cost savings have been received by Council.

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

To inform this report, Council officers consulted with utility retailers (electricity, gas, water) to renegotiate better tariffs and solar-feed in benefits, obtain annual use and cost data and to verify accuracy with Council's records.

An external contractor was engaged by Council to independently verify Council's 2016/17 energy and greenhouse data and review Council's methodology for greenhouse reporting. This same methodology was used to develop the 2017/18 data and will be used for future years for consistency and completeness.

Council's major contractors (waste, asphalt and facilities maintenance) provided fuel usage data for inclusion in Council's greenhouse inventory for 2016/17 and 2017/18 and will continue to provide this data for future annual calculations. Peninsula Leisure Pty. Ltd. were consulted for energy and water data for PARC and Pines.

**2. Other Stakeholders**

Council's Executive team and staff responsible for managing and operating Council assets, sites or associated budgets were consulted in the preparation of this report.

**12.12 Annual Report on Council's Greenhouse Gas Emissions, Energy and Water Usage and Costs (2017-18)****Executive Summary****Analysis (Environmental / Economic / Social Implications)**

The environmental implications of Council decreasing its energy usage and increasing efficiency means that the organisation is reducing its environmental impact and conserving natural resources.

By Council decreasing its emissions it lessens its contribution to climate change and progresses towards its 2025 carbon neutral (zero net emissions) target.

The social implications of decreased energy and water usage is that Council is providing leadership in using natural resources more sustainably. Reduced utility costs can also free up funds to deliver other important Council services to the 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

The *Local Government Act 1989* (the Act) states that the '*primary objective of a council is to endeavour to achieve the best outcomes for the local community having regard to the long-term and cumulative effects of decisions*'. In managing utility usage and costs, Council is not only performing this function under the Act, but can utilise any savings for maintaining services to the community and investing in further energy and water efficiency measures, to minimise the cumulative impacts of increasing utility costs.

Policy Impacts

Council's *Environmental Sustainability Policy* and *Greening Our Future – Environment Strategy 2014-2024* are relevant to this report.

Council's energy and water usage also informs the progress made against the organisation's target of carbon neutrality by 2025, which is outlined in Council's draft *Towards Zero Emissions Plan 2019-2023*, as well as water targets outlined in Council's *Integrated Water Action Plan 2016-2026*.

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 increasing cost of utilities is an ongoing financial risk to Council. The regular monitoring and reporting of Council's energy and water usage and costs by officers will assist in managing this risk, as sites with unusually high usage can be readily identified and further investigated, including targeting those assets suitable for energy and water efficiency measures and renewable energy technology.

Due to the high risk of increasing energy and water costs, it is also important for Council to closely monitor its utility bills for other anomalies such as tariff and billing errors, and appreciate the cumulative financial impacts of not resolving these anomalies promptly. Through the appointment of Council's Utility Management Officer, Council has been able to more effectively manage its utility costs and identify savings of approximately \$68k in just 5 months.

It should be noted that the addition of PARC and Pines in Council's reporting methodology has resulted in a significant increase in the organisation's energy and

**12.12 Annual Report on Council's Greenhouse Gas Emissions, Energy and Water  
Usage and Costs (2017-18)****Executive Summary**

water usage, costs and greenhouse gas emissions. To address this, further work is being undertaken by Council officers in 2018-19 to identify energy efficiency and solar opportunities for these two sites.

**Conclusion**

In 2017/18 Council successfully reduced its annual greenhouse gas emissions by 429 tonnes of CO<sub>2</sub>e (2.6% decrease) when compared to the previous financial year. This reduction can mainly be attributed to energy efficiency measures and solar power installations on Council facilities. Council also decreased its electricity usage by 1.2% and decreased gas usage by 3.6%. Council's mains water usage increased by 5.6% in 2017/18 and this was due to an increase in irrigation following reduced rainfall, an increase in the area that was irrigated, as well as a number of leaks (which have since been rectified). Despite these mainly positive results, Council's utility costs increased by \$331k or 9.8% in 2017/18, mainly due to increased tariffs for electricity and recycled water, an increase in fuel prices, as well as Council's increased use of mains water.

Work is required to further develop and implement energy, emission reduction and water saving projects through Council's future *Towards Zero Emissions Plan* and current *Integrated Water Action Plan*. In addition, a Turf Management Plan is recommended for Council to develop a detailed water budget and irrigation schedule, along with renovation programs that optimise other turf health parameters such as soil amendments and compaction to ensure turf effectively absorbs irrigated water. More frequent monitoring and reporting on Council's utility usage and costs is also enabling Council officers to proactively and more effectively make positive changes in this area and identify and implement efficiency improvements.

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**ATTACHMENTS**

Nil

**12.12 Annual Report on Council's Greenhouse Gas Emissions, Energy and Water Usage and Costs (2017-18)**  
**Officers' Assessment**

### Background

Officers in Council's Sustainable Assets Department have produced an annual report to Council previously on the organisation's greenhouse gas emissions, energy and water usage and costs. Now with the assistance of Council's Commercial Services Department and the additional resource of the Utility Management Officer who commenced in May 2018, Council officers can now produce both an annual and six-monthly report to Council and staff. These reports outline Council's energy and water usage and costs, as well as the organisation's emissions.

### Issues and Discussion

The annual report for 2017/18 shows a slight reduction in Council's electricity and gas usage, an increase in mains water usage and a slight decrease in recycled water usage compared to the previous financial year. Total emissions have also decreased since 2016-17.

The total cost of utilities (includes Council's costs for electricity, natural gas, mains water, recycled water and fuel usage) has increased largely due to increasing electricity and recycled water tariffs (including unit and service charges), increased fuel prices, as well as increased mains water usage from irrigation and a number of water leaks (which were rectified quickly due to enhanced utility monitoring).

Some minor changes in Council's previously reported emissions have been made due to the Australian Government declaring changes over time to greenhouse factors, plus some utility bills have been amended by retailers to correct information that was previously included on estimated or erroneous bills.

The table below shows Council's total electricity, gas and water usage and emissions for 2017/18, including the total cost of utilities and change since 2016/17.

Total electricity, gas and water usage and emissions for 2017/18, including total cost of utilities and changes since 2016/17

Utility	2016/17	2017/18	% Change	Unit Change
Electricity (MWh)	9,205	9,098	-1.2%	-107
Gas (GJ)	38,799	37,418	-3.6%	-1,381
Mains water (ML)	194.7	205.5	5.6%	+11
Recycled water (ML)	142.1	140.8	1%	-1
Total GHG (tCO <sub>2</sub> -e)	16,250	15,821	-2.6%	-429
Total cost (\$)	\$3,394,290	\$3,725,385	9.8%	+\$331,095

The following graphs show the total usage and costs associated with Council's electricity usage, gas usage, fleet fuel usage, public lighting, mains and recycled water usage, plus greenhouse gas emissions over time.

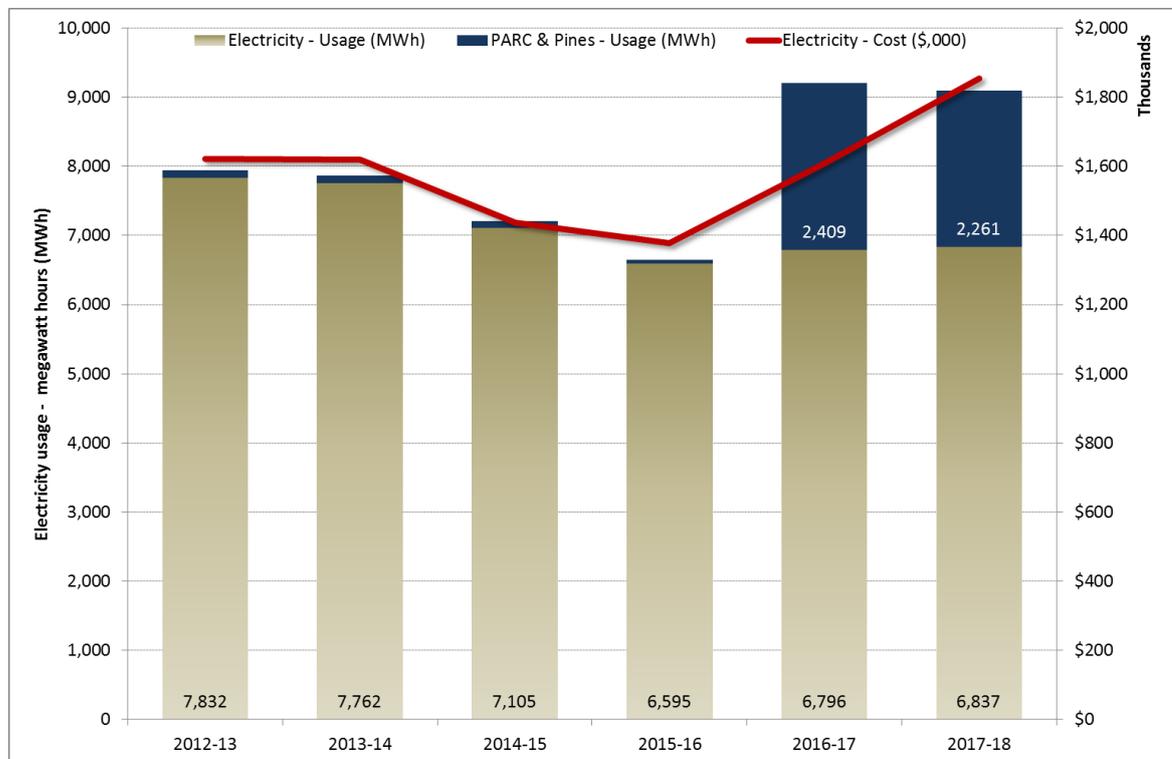
12.12 Annual Report on Council's Greenhouse Gas Emissions, Energy and Water Usage and Costs (2017-18)

Officers' Assessment

**Electricity usage and cost trends**

The graph below shows that in 2017/18, Council's electricity usage decreased to 9,098 megawatt hours (MWh) (a 1.2% decrease), when compared to 9,205 MWh in 2016/17. Council's electricity usage and costs increased in both 2016/17 and 2017/18 respectively due to Council including PARC and Pines in its annual reporting on greenhouse and utilities. In 2017/18, PARC and Pines made up 24.8% of Council's overall total electricity usage and in 2016/17 they made up 26.2%.

Despite Council's total electricity usage decreasing in 2017/18, Council's electricity costs (including buildings, public lighting - including streetlighting and other assets), increased from to \$1.61M in 2016/17 to \$1.85M in 2017/18 (a 15% increase). This increase was due to the continued increase in electricity tariffs.



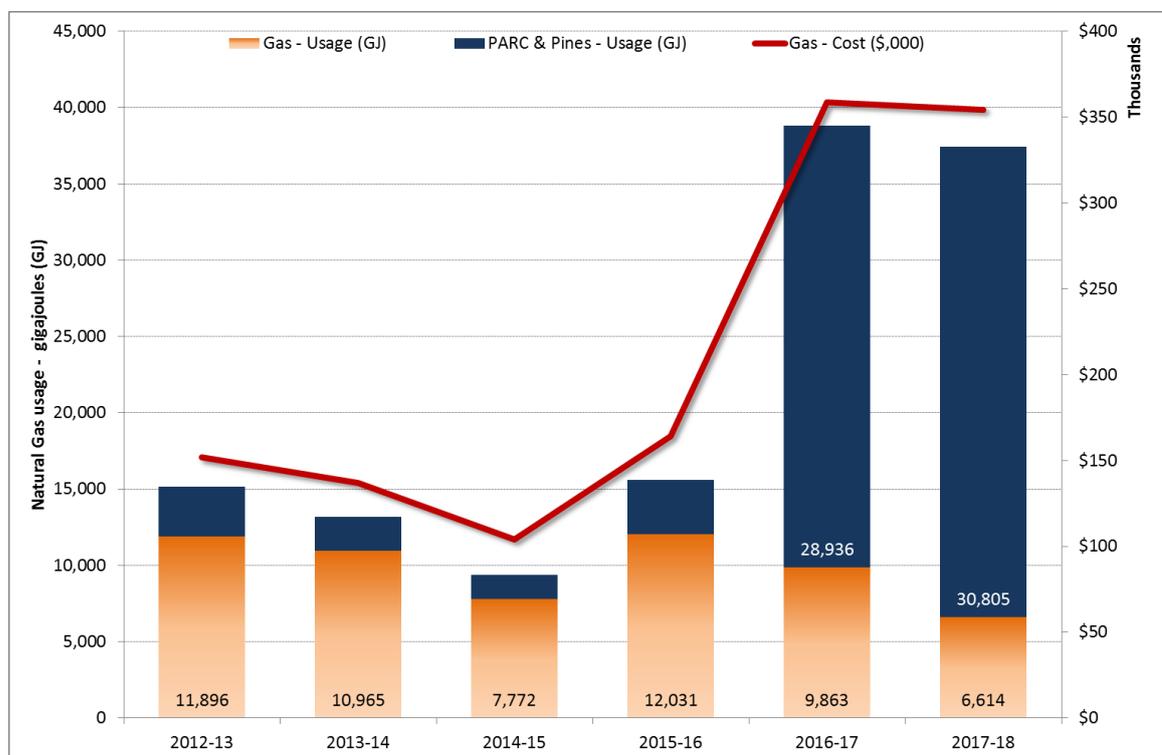
12.12 Annual Report on Council's Greenhouse Gas Emissions, Energy and Water Usage and Costs (2017-18)

Officers' Assessment

**Gas usage and cost trends**

The graph below shows that in 2017/18, Council's natural gas usage decreased to 37,419 gigajoules (GJ) (a 3.6% decrease), when compared to 38,799 GJ in 2016/17. Council's gas usage and costs increased in both 2016/17 and 2017/18 respectively due to Council including PARC and Pines in its annual reporting on greenhouse and utilities. In 2017/18, PARC and Pines made up 82.3% of Council's overall total gas usage and in 2016/17 they made up 74.6%.

Council's gas costs decreased from \$358k in 2016/17 to \$354k in 2017/18 (a 1.2% decrease), corresponding with the decrease in gas usage observed.



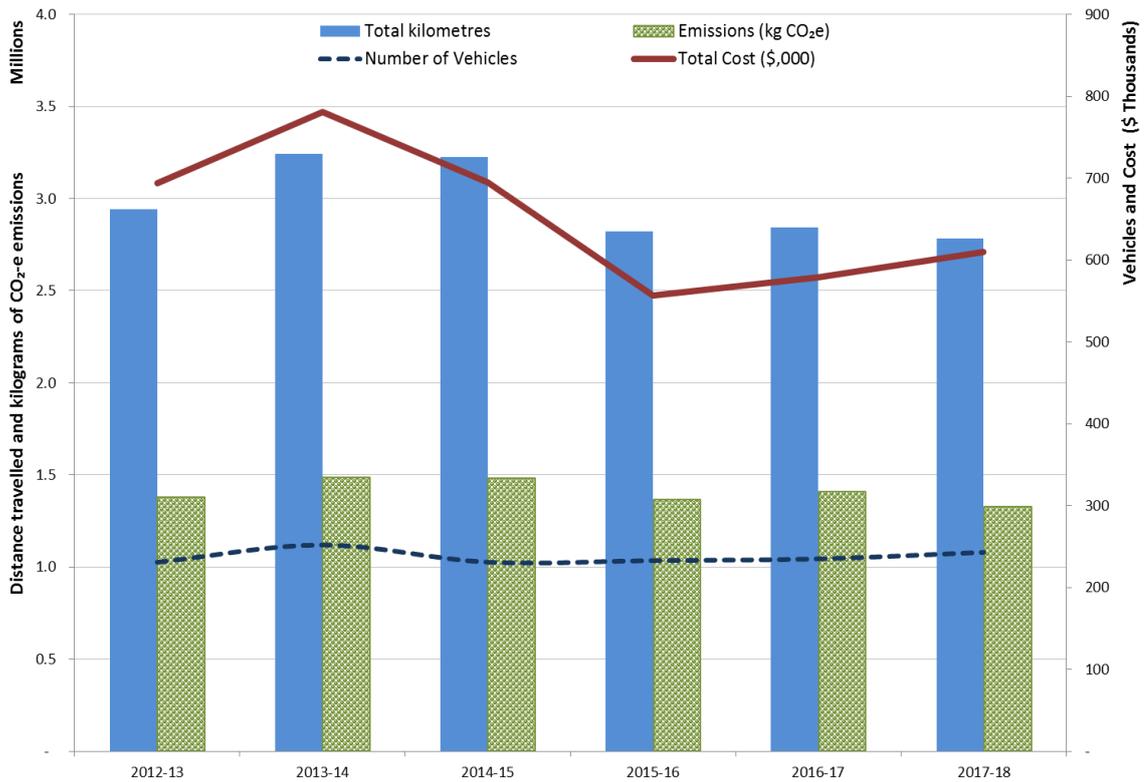
12.12 Annual Report on Council's Greenhouse Gas Emissions, Energy and Water Usage and Costs (2017-18)

Officers' Assessment

**Fleet fuel usage and costs (excluding Contractor fuel)**

The graph below shows that in 2017/18, Council's fleet generated emissions (not including Contractor fuel) decreased to 1,349 tonnes CO<sub>2</sub>-e (a 4.5% decrease), when compared to 1,412 tonnes CO<sub>2</sub>-e in 2016/17. This decrease in emissions corresponds with a decrease in the total number of kilometres travelled in 2017/18.

In contrast, Council's fuel costs increased due to increased fuel prices. Council's fuel costs increased from \$579k in 2016/17 to \$619k in 2017/18 (a 7% increase).

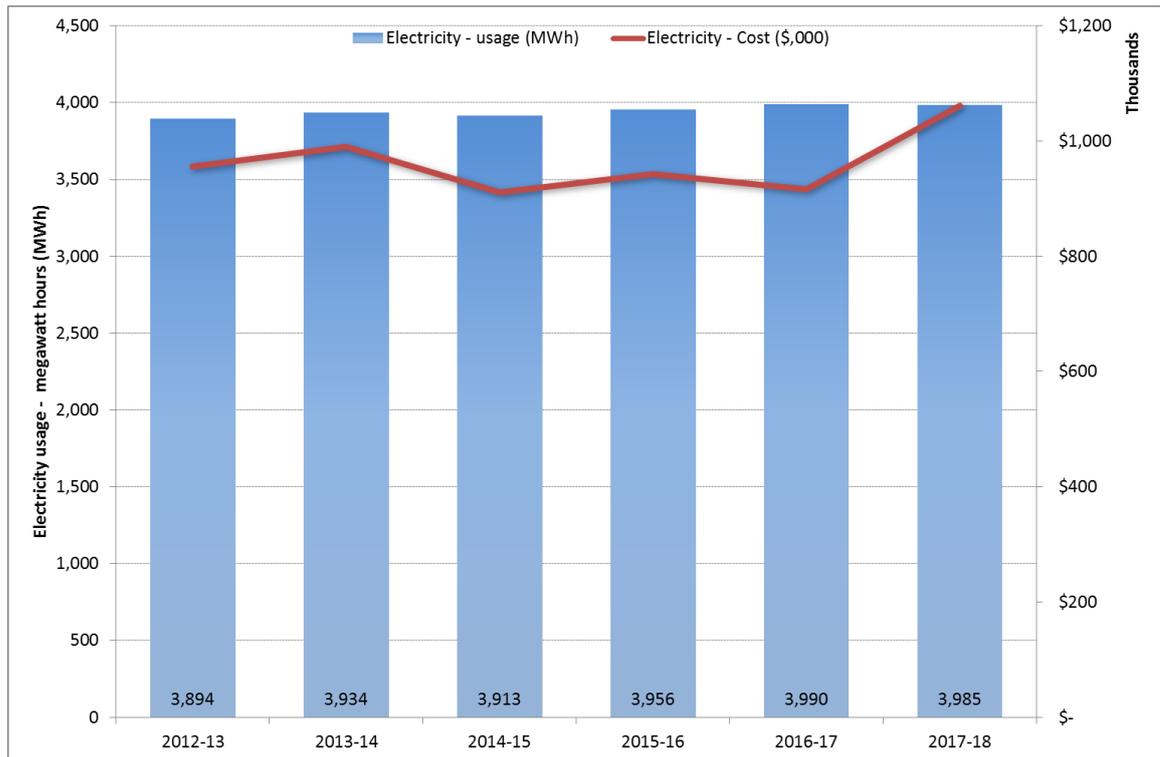


12.12 Annual Report on Council's Greenhouse Gas Emissions, Energy and Water Usage and Costs (2017-18)

Officers' Assessment

Public lighting (inc. streetlighting) electricity usage and costs

The graph below shows that in 2017/18, Council's electricity usage for public lighting (including street lighting) decreased slightly to 3,985 megawatt hours (MWh), when compared to 3,990 MWh in 2016/17, which is a 0.1% decrease. Despite this decrease, Council's electricity costs for public lighting increased from \$916k in 2016/17 to \$1.06M in 2017/18 (a 15.8% increase), due to an increase in electricity tariffs.



12.12 Annual Report on Council's Greenhouse Gas Emissions, Energy and Water Usage and Costs (2017-18)

Officers' Assessment

Water usage and cost trends

The two graphs below show that in 2017/18, Council's mains water usage increased to 206 megalitres (ML) (a 5.6% increase), when compared to 195 ML in 2016/17. This increase was due to an increase in irrigation from reduced rainfall, an increase in the area that was irrigated, as well as a number of leaks (which have since been rectified).

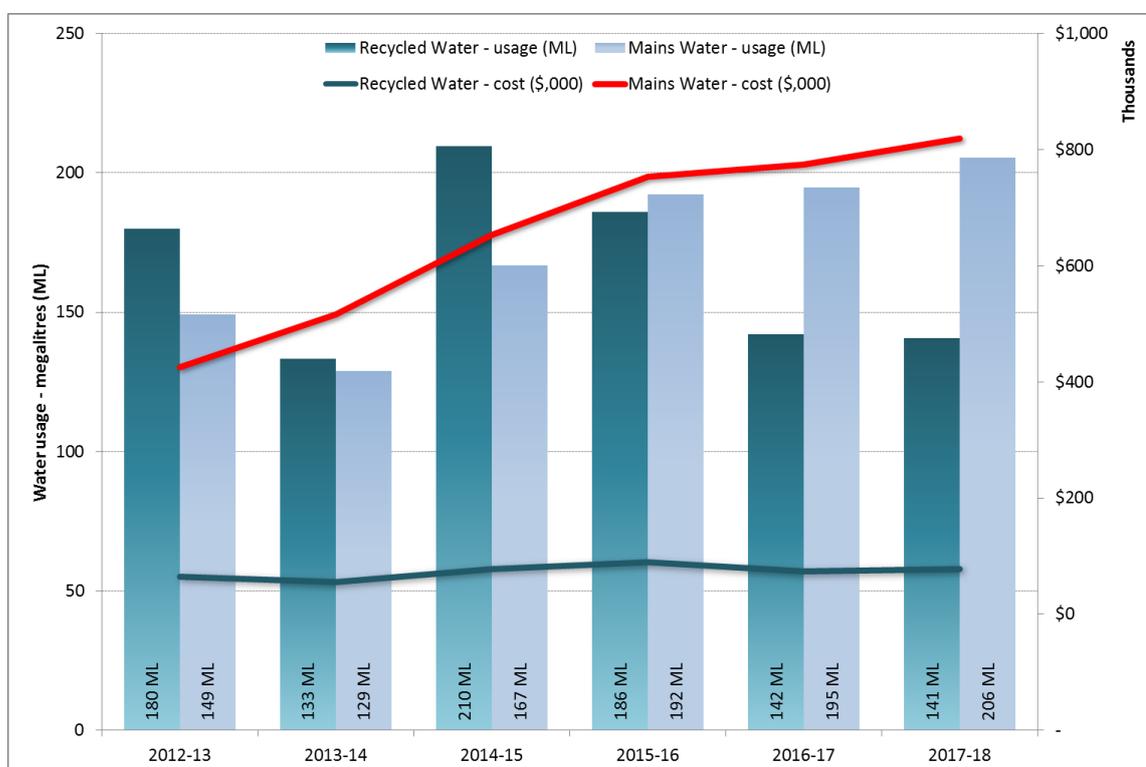
Average rainfall for the region (Bureau of Meteorology, Carrum station 86210) for 2017/18 was 584.2mm, compared to 689.4mm in 2016/17.

The second graph shows that in 2017/18 PARC and Pines made up 12.6% (26 ML) of Council's overall mains water usage and in 2016/17 they made up 17.5% (34 ML). The 2016/17 large use of mains water observed for PARC and Pines was due to a significant leak at PARC (which was rectified).

Council's mains water costs increased from \$774k in 2016/17 to \$819k in 2017/18 (a 5.8% increase), corresponding with the increase in mains water usage observed.

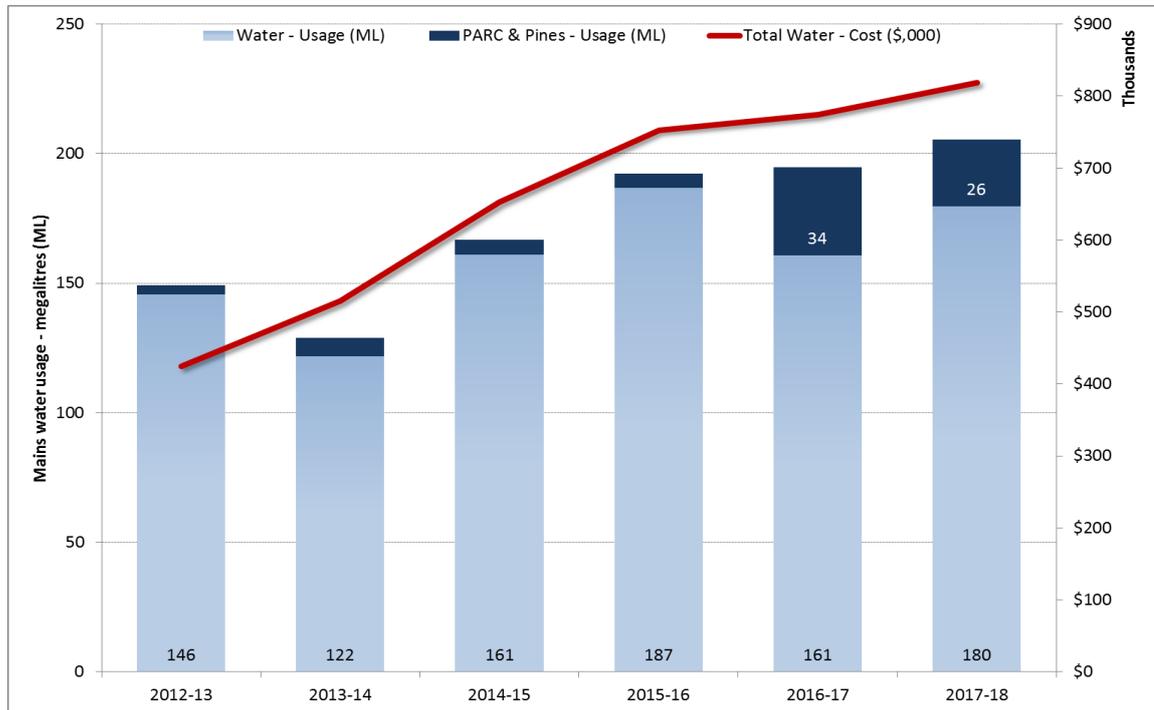
Council's recycled water usage from the Eastern Treatment Plant in Bangholme remained stable, with only a slight decrease to 141 ML in 2017/18, when compared to 142 ML in 2016/17 (a 0.9% decrease).

Council's recycled water costs increased from \$73k in 2016/17 to \$78k in 2017/18 (a 6.6% increase), due to increasing tariffs for recycled water on Council's major consuming sites.



12.12 Annual Report on Council's Greenhouse Gas Emissions, Energy and Water Usage and Costs (2017-18)

Officers' Assessment



12.12 Annual Report on Council's Greenhouse Gas Emissions, Energy and Water Usage and Costs (2017-18)

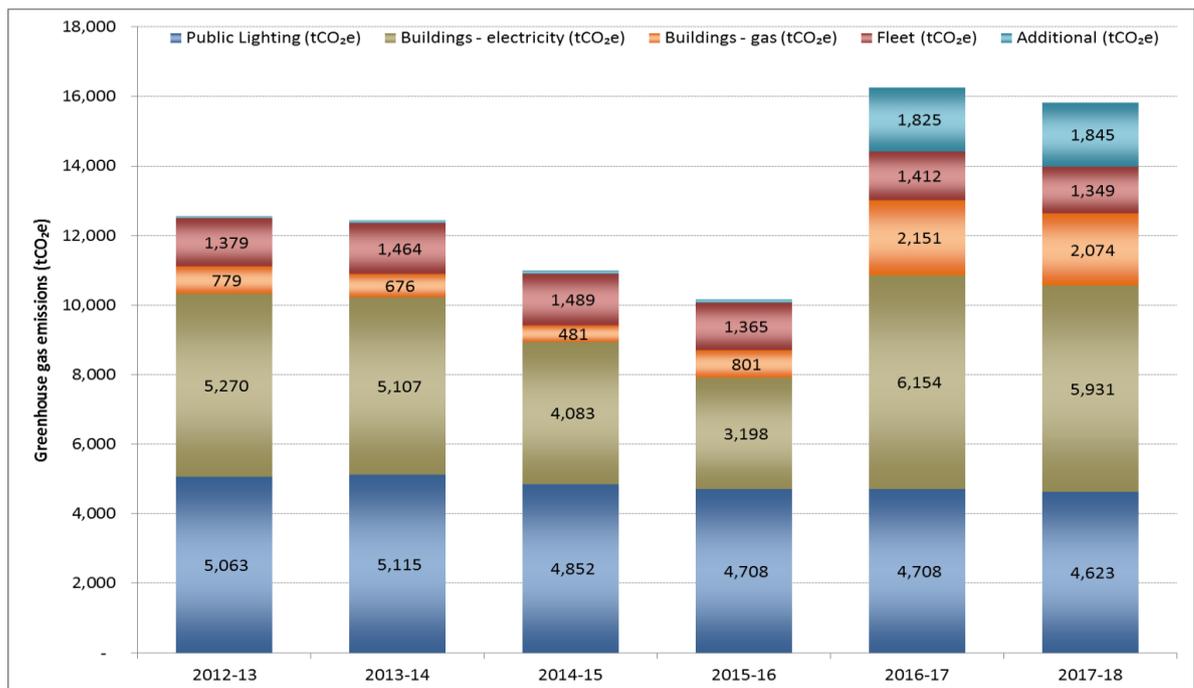
Officers' Assessment

Greenhouse gas emissions (gross) by sector

The graph below shows Council's emissions decreased from 2012/13 to 2015/16. Then there was a significant jump in emissions in 2016/17 and 2017/18 due to Council's improved reporting methodology. The improved methodology aligns Council's reporting with industry best practice and led to the addition of emissions from energy usage at PARC and Pines and major contractor fuel usage (the graph shows the impacts of these added sources). These additional emission sources contributed to the increase to 16,250 tonnes of CO<sub>2</sub>-e for 2016/17 (an increase of 6,356 tonnes CO<sub>2</sub>-e or 64% from the previously reported 9,894 tonnes CO<sub>2</sub>-e in 2016/17).

In 2017/18, Council's total emissions with all new emission sources added decreased to 15,821 tonnes CO<sub>2</sub>-e (a decrease of 2.6%), when compared to 16,250 tonnes CO<sub>2</sub>-e in 2016/17.

The highest emission sources in 2017/18 were Council's buildings (electricity and gas usage), making up 50.6% of Council's total emissions, followed by public lighting (29.2%), additional sources (11.7% - made up of emissions from major Contractor fuel and emissions from Council's corporate waste), then Council's fleet (8.5%).



**Note:** The 'Additional' sector includes emissions generated from Council's major contractor fuel use from kerbside waste and hard waste collections, asphaltting works and facilities maintenance. It also includes estimated emissions generated from Council's corporate waste.

12.12 Annual Report on Council's Greenhouse Gas Emissions, Energy and Water Usage and Costs (2017-18)

Officers' Assessment

Top 8 emission sources in Council's building sector

			
<p>No 1 <b>Peninsula Aquatic Recreation Centre</b> 4,078 tCO<sub>2</sub>e in 2017-18 50.9% of Emissions ↓ 145 tCO<sub>2</sub>e (-3.4%) since 2016-17</p>	<p>No 2 <b>Frankston Arts Precinct - Library and Arts Centre</b> 1,375 tCO<sub>2</sub>e in 2017-18 17.2% of Emissions ↓ 44 tCO<sub>2</sub>e (-3.1%) since 2016-17</p>	<p>No 3 <b>Civic Centre</b> 902 tCO<sub>2</sub>e in 2017-18 11.3% of Emissions ↓ 30 tCO<sub>2</sub>e (-3.2%) since 2016-17</p>	<p>No 4 <b>Pines Forest Aquatic Centre</b> 252 tCO<sub>2</sub>e in 2017-18 3.1% of Emissions ↑ 29 tCO<sub>2</sub>e (13.1%) since 2016-17</p>
			
<p>No 5 <b>Operations Centre</b> 130 tCO<sub>2</sub>e in 2017-18 1.6% of Emissions ↓ 3 tCO<sub>2</sub>e (-2.4%) since 2016-17</p>	<p>No 6 <b>Meals on Wheels and Toilet Block</b> 111 tCO<sub>2</sub>e in 2017-18 1.4% of Emissions ↑ 1 tCO<sub>2</sub>e (1.0%) since 2016-17</p>	<p>No 7 <b>Civic Centre Offices - 43 Davey St</b> 101 tCO<sub>2</sub>e in 2017-18 1.3% of Emissions ↓ 29 tCO<sub>2</sub>e (-22.3%) since 2016-17</p>	<p>No 8 <b>Karingal PLACE</b> 89 tCO<sub>2</sub>e in 2017-18 1.1% of Emissions ↓ 12 tCO<sub>2</sub>e (-13.1%) since 2016-17</p>

The image above shows the top eight Council facilities contributing to Council's emissions in 2017/18 from the buildings sector. The previous top 10 Council facilities by emissions for 2016/17 (before the addition of PARC and Pines) were: Frankston Arts Precinct - Library and Arts Centre, Civic Centre, Operations Centre, Meals on Wheels, Civic Centre Offices - 43 Davey St, Karingal PLACE, Carrum Downs Library, Cube 37, Frankston Yacht Club (Public Areas) and Frankston North Community Centre (in decreasing order).

**12.12 Annual Report on Council's Greenhouse Gas Emissions, Energy and Water Usage and Costs (2017-18)**

**Officers' Assessment**

**Top 10 highest mains water users and top 5 highest recycled water users**

				
<b>Mains Water No 1</b> <b>Peninsula Aquatic Recreation Centre</b> 21.9 ML (\$80,645) in 2017-18 10.7% of Mains Water ↓ 3.9 ML (-15.0%) since 2016-17	<b>Mains Water No 2</b> <b>Seaford North Reserve - Oval/PAV/TB</b> 20.1 ML (\$69,515) in 2017-18 9.8% of Mains Water ↑ 5.3 ML (35.4%) since 2016-17	<b>Mains Water No 3</b> <b>George Pentland Botanic Gardens</b> 13.7 ML (\$47,312) in 2017-18 6.7% of Mains Water ↑ 2.8 ML (25.6%) since 2016-17	<b>Mains Water No 4</b> <b>Riviera Park - Oval/PAV/TB</b> 11.9 ML (\$40,871) in 2017-18 5.8% of Mains Water ↑ 2.7 ML (29.9%) since 2016-17	<b>Mains Water No 5</b> <b>Lawton Park Reserve - Oval/PAV/TB</b> 9.4 ML (\$21,258) in 2017-18 4.6% of Mains Water ↑ 6.5 ML (231.3%) since 2016-17
				
<b>Mains Water No 6</b> <b>Monterey Reserve - Soccer/PAV/TB</b> 8.9 ML (\$30,336) in 2017-18 4.3% of Mains Water ↑ 2.6 ML (42.4%) since 2016-17	<b>Mains Water No 7</b> <b>Kananook Reserve - Oval/PAV/TB</b> 8.8 ML (\$30,770) in 2017-18 4.3% of Mains Water ↑ 2.9 ML (48.9%) since 2016-17	<b>Mains Water No 8</b> <b>Frankston Park - Oval/PAV/TB</b> 8.2 ML (\$30,294) in 2017-18 4.0% of Mains Water ↓ 0.7 ML (-7.7%) since 2016-17	<b>Mains Water No 9</b> <b>Delacombe Reserve - Oval/TB</b> 7.9 ML (\$31,224) in 2017-18 3.8% of Mains Water ↓ 0.8 ML (-8.9%) since 2016-17	<b>Mains Water No 10</b> <b>Pines Forest Aquatic Centre</b> 4.0 ML (\$27,347) in 2017-18 1.9% of Mains Water ↓ 4.3 ML (-51.7%) since 2016-17
				
<b>Recycled Water No 1</b> <b>Centenary Park Golf Course</b> 68.4 ML (\$11,015) in 2017-18 48.6% of Recycled Water ↑ 9.3 ML (15.8%) since 2016-17	<b>Recycled Water No 2</b> <b>Belvedere Reserve</b> 24.6 ML (\$3,859) in 2017-18 17.5% of Recycled Water ↑ 9.9 ML (66.9%) since 2016-17	<b>Recycled Water No 3</b> <b>Ballam Park</b> 17.9 ML (\$25,833) in 2017-18 12.7% of Recycled Water ↓ 1.1 ML (-5.7%) since 2016-17	<b>Recycled Water No 4</b> <b>Lloyd Park</b> 13.8 ML (\$14,789) in 2017-18 9.8% of Recycled Water ↓ 4.6 ML (-24.7%) since 2016-17	<b>Recycled Water No 5</b> <b>Jubilee Park</b> 11.2 ML (\$18,997) in 2017-18 8.0% of Recycled Water ↓ 5.4 ML (-32.6%) since 2016-17

The image above shows the top ten Council sites contributing to Council's mains and recycled water usage and costs, in decreasing order by usage. The previous top 10 Council sites by mains water usage for 2016/17 (before the addition of PARC and Pines) were: Seaford North Reserve, George Pentland Botanic Gardens, Riviera Park, Frankston Park, Delacombe Reserve, Monterey Reserve, Kananook Reserve, Eric Bell Reserve, Skye Recreational Reserve and Seaford Reserve (in decreasing order).

The previous top five recycled water sites are the same as in 2016/17, however only two facilities (Centenary Park Golf Course and Belvedere Reserve) increased their recycled water usage in 2017/18. Ballam Park, Lloyd Park and Jubilee Park all decreased their recycled water usage when compared to the previous year.

The higher recycled water costs observed for Ballam Park, Lloyd Park and Jubilee Park are due to negotiated payments to offset the original capital investment in the recycled water infrastructure.

It should be noted that the water metering setup in some established reserves does not separate off the mains water usage from existing sporting pavilions, therefore, the water usage reported for these sites (indicated with the word 'PAV' for pavilion in the image above) includes a portion of water usage for these facilities. 'TB' refers to water usage also being applied to a public toilet block.

**Options Available including Financial Implications**

1. Note the annual report on Council's greenhouse gas emissions, energy and water usage and costs and support Council to continue to implement actions to reduce usage and improve efficiencies in this area.

There are no financial implications associated with this report.

**Executive Summary****12.13 Olivers Hill Precinct Works - Safe Boat Refuge and Frankston Coast Guard Building**

*Enquiries: (Vishal Gupta: Community Assets)*

Council Plan

Community Outcome:	1. Planned City
Strategy:	1.1 Community Infrastructure
Priority Action	1.1.2 Develop a Coast Guard Facility and Boat Refuge

**Purpose**

To brief Council on the proposed concept designs of the safe boat refuge and Frankston Coast Guard building at Olivers Hill.

**Recommendation (Director Community Assets)**

That Council:

1. Notes the proposed concept designs for a safe boat refuge at Olivers Hill and a Frankston Coast Guard building at Olivers Hill;
  2. Authorise Council officers to commence consultation with the wider community and interested groups on the proposed works with the outcomes of the consultation to be reported back at a Council meeting in February 2019;
  3. Notes the draft preliminary environment and planning assessment undertaken by KBR which sets out the further technical assessments required to inform the environmental and planning approvals process for the project;
  4. Supports the total estimated project cost of approximately \$24M (subject to further investigations) and proposes the following funding contributions:
    - Council Pledge \$8M;
    - State Government ask \$8M; and
    - Federal Government ask \$8M.
  5. Notes the completion of the project within the identified timelines depends on funding being secured from State and Federal Government; and
- Requests the Australian Volunteer Coastguard to make an appropriate contribution towards the project.

**Key Points / Issues**

- The Frankston Volunteer Coast Guard, in partnership with Frankston City Council is seeking to develop a safe boat refuge (breakwater) and new operations and training centre at the base of Olivers Hill, adjacent to the existing boat ramp in Frankston.
- The existing Coast Guard operations and training centre was declared unfit for residence and has now been demolished. A new operations and training centre adjacent to the boat ramp will provide greater surveillance, a continued base for joint emergency operations and enable a more accessible training and education facility for the increasing number of volunteers and recreational boat users. The facility will include:
  - Lighting, CCTV and webcam of bay conditions;
  - Access by emergency services' vehicles;

**12.13 Olivers Hill Precinct Works - Safe Boat Refuge and Frankston Coast Guard Building****Executive Summary**

- Incorporate new public toilets;
  - Opportunity for Water Police vessel operations, if required; and
  - Safe boat refuge.
- The redevelopment of a new coast guard building with breakwater will have the following key benefits:
  - Attract more recreational water sports to the foreshore bringing broader economic benefit;
  - Stimulate the leisure retail industry;
  - Improve emergency services capacity to respond in all weather conditions;
  - Increase the safety for emergency services personnel and boat ramp users;
  - Reduce costs through enhanced volunteering support;
  - Enhanced social inclusion and reduce anti-social behaviour.
- Council at its meeting on 29 January 2018 resolved,
  - “ 2. Supports undertaking the hydrological studies, modelling and development of concept plans for the construction of the breakwater subject to success of the current \$500,000 Federal Government grant application”
- A funding application was approved by the Federal Department of Infrastructure and Regional Development for the study and development of concept design for the proposed breakwater at Olivers Hill in early 2018.
- An independent marine specialist, KBR, was engaged by Council to undertake necessary studies to assess the impact of the breakwater on the local coastal processes and develop a concept plan for the breakwater.
- The studies includes development of hydrodynamic model and collection and interpretation of data related to wave lengths, sediment transportation, water levels and wind movements.
- An additional investigation includes Cultural Heritage Assessment, Preliminary Planning and Environment assessment and refinement of options using multi-criteria analysis were also undertaken. The key outcomes of the studies are discussed in the Environmental Analysis section of this report.
- A number of options for a ‘fit for purpose’ breakwater were considered as per below.
  - Do nothing, boat ramps remain unprotected;
  - Single arm attached breakwater with emergency vehicle access during extreme weather events;
  - Single arm attached breakwater with no vehicle access;
  - Offshore breakwater with a pontoon at the end of the existing Jetty for coastguard mooring;

**12.13 Olivers Hill Precinct Works - Safe Boat Refuge and Frankston Coast Guard Building****Executive Summary**

- Offshore breakwater with mooring piles at the end of the existing Jett for coastguard mooring;
- Double arm attached breakwater with three refuge moorings included; and
- Double arm breakwater with no refuge moorings included.
- The above listed options were assessed and refined using a Multi Criteria Analysis (MCA) and it was concluded that the preferred breakwater was attached to land and allowed for ambulance access to the Coastguard mooring location.
- The MCA included 11 different criteria such as safety, refuge capacity, ease of use, future adaptation, alternate social/recreational benefit, environmental coastal processes fauna and flora, cultural heritage, approval risks, construction risk, construction cost and operational cost.
- Accordingly, a refined double arm breakwater attached to land with a road on top (eastern arm only) was selected. This option will provide safe refuge for small recreation craft in heavy weather and a mooring for the Frankston Volunteer Coast Guard's main rescue vessel. The key features includes:
  - 514 m of Breakwater (over two arms);
  - Ambulance Turning Circle and Vehicle Access on eastern arm only;
  - 500 mm thick concrete road pavement;
  - 2 battery powered navigational aids;
  - Floating Pontoon;
  - Dredging of approximately - 400 m<sup>3</sup>; and
  - 10 Road Lights and Poles.
- Haskell Architects were also engaged in parallel to develop Olivers Hill Precinct Plan (Masterplan) showing location of proposed Breakwater, Coast Guard Building, future car parking, traffic and pedestrian movement improvement works. **Refer to attachment A** for the proposed precinct plan showing concept plan for the breakwater and location of building.
- The draft concept plans for the Coast Guard Building are shown **as per attachment B**. The key features of the building includes:
  - Storage area for 2 Coast Guard Vehicles with trailers and drive through facility;
  - Multi-use training room, amenities, lunch room and kitchen;
  - Public Toilets;
  - Two office/observation areas for Coast Guard operations.
- **Refer to attachment C** for the detailed report from KBR on breakwater assessment including concept plan, details of all options, MCA and technical data.

**12.13 Olivers Hill Precinct Works - Safe Boat Refuge and Frankston Coast Guard Building**  
**Executive Summary**

- Intersection upgrade works along Nepean Highway at the entrance of Olivers Hill car park are not part of scope of works and cost estimates prepared for the proposed Breakwater and Coast Guard Building. These works, if required, will be subject to separate assessment, funding and VicRoads requirements at a later stage.

**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 Olivers Hill Precinct Works – Breakwater and Frankston Coast Guard Building are estimated around \$24 million with the following breakdown.

- Frankston Coast Guard Building and Precinct Works - \$6 million
- Breakwater - \$16 million - \$18 million

**Stage 1 – Concept Planning and Studies (Currently Underway)**

- \$253,000 federal grant funding (out of \$500,000) received to undertake hydrological studies and design works for the breakwater (with the balance funding to be made available at the time of construction) expended over 2017/18 and 2018/19.
- \$255,000 for concept planning of the Coast Guard building, completion of further studies as required and environment impact assessment expended over 2018/19 (Council funded).

**Stage 2**

- Detail Design for the breakwater and Coast Guard Building in 2019/20.

**Stage 3**

- Construction works for the breakwater and Coast Guard Building to occur over two financial years 2020/21 and 2021/22.

\*\* Stage 2 & 3 are subject to outcome of community consultation, planning approval processes, budget provisions and external funding availability.

## 12.13 Olivers Hill Precinct Works - Safe Boat Refuge and Frankston Coast Guard Building

**Executive Summary**

Item No	Item	Budget (\$)
<b>Stage 1 Concept Planning and Approvals (Currently Underway)</b>		
1	Adopted Budget in FY2018/19 (Council Funded)	\$255,000
2	Federal Govt. Funding FY2018/19	\$253,000
	<b>Total Available Budget for FY2018/19</b>	<b>\$508,000</b>
<b>Stage 2 – Detail Design Process and Ongoing Approvals FY2019/20</b>		
3	Budget in FY2019/20 for commencement of detail design process and ongoing approvals for the Breakwater and Coast Guard Building in 2019/20 (Subject to Council Budget Approval Process)	\$100,000
	<b>Budget for FY2018/19</b>	<b>\$100,000</b>
<b>Stage 3 – Construction (multiyear) - FY2020/21</b>		
4	Budget in FY2020/21 for construction of Breakwater and Coast Guard Building (Subject to Council Budget Approval Process)	\$2,900,000
5	State Government Funding (Subject to outcome of Advocacy and funding commitments)	\$3,500,000
6	Federal Government Funding (Subject to outcome of Advocacy and funding commitments)	\$3,500,000
	<b>Budget FY2020/21</b>	<b>\$9,900,000</b>
<b>Stage 3 – Construction (continue) - FY2021 /22</b>		
7	Budget in FY2021/22 for construction of Breakwater and Coast Guard Building (Subject to Council Budget Approval Process)	\$4,500,000
8	State Government Funding (Subject to outcome of Advocacy and funding commitments)	\$4,500,000
9	Federal Government Funding (Subject to outcome of Advocacy and funding commitments)	\$4,500,000
	<b>Budget FY2021 /22</b>	<b>\$13,500,000</b>

**12.13 Olivers Hill Precinct Works - Safe Boat Refuge and Frankston Coast Guard Building**  
**Executive Summary**

Council's contribution will ultimately be determined by the success of Federal and State Government advocacy and grant opportunities. Currently Council is seeking \$8 million each from the State and the Federal Government along with potential \$8 million Council contribution.

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

- Initial consultation with the wider community and 43 external key stakeholders groups and community members occurred in October 2017. Outcome of community consultation process was reported to Council at its ordinary meeting on 29 January 2018. In summary, 267 people responded to the survey with the majority in support of the need for safe boat refuge and Coast Guard facility.
- A Project Review Group has been established and meets regularly to refine the scope of works and assist with development of concept plans for the proposed works. This group includes following key stakeholders.
  - Frankston Coast Guard
  - Emergency Management Victoria
  - Transport Safety Victoria
  - VicPolice
  - DELWP
  - Parks Victoria
  - Council Planning and Engineering Teams
- A Community Engagement Plan (CEP) has also been developed for the project and consultation with community on various aspects of this project will occur as per detailed CEP, **refer to attachment D**.

**2. Other Stakeholders**

Council's Planning, Environment, Engineering, Building and Facilities and Capital Works Delivery teams have been involved in developing concept plans for the proposed works.

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

- In order to assess the impact of the breakwater on the local coastal processes, hydrodynamic modelling of the Olivers Hill region was undertaken with and without the breakwater. The findings of the modelling indicated that the breakwater will have the following impact on the local coastal processes:
  - Currents: changes to current patterns restricted to within immediate vicinity of the breakwater, A small portion of the tidal flow during both ebb and flood tides will enter the through the breakwater arms.
  - Wave: wave heights are reduced within the lee of the breakwater arm,
  - Eastwards Sediment Transport: the flow of sediment is not interrupted per se, but diverted further east along Frankston Beach. Sand is deposited on the offshore sand bars and should protect the Frankston foreshore and during on-shore winds move sand onto the berm. A limited amount of sand is trapped along the western breakwater arm.

**12.13 Olivers Hill Precinct Works - Safe Boat Refuge and Frankston Coast Guard Building****Executive Summary**

- Westwards Sediment Transport: at present there appears to be a limited sand source at the Olivers Hill headland, with no beach material present. What sediment currently reaches this area will be further reduced by the breakwater.
- Dredging: due to sediment accompanying inflow into the safe boat refuge, maintenance dredging will be required to maintain the channels at the required navigational depth.
- The breakwater should not have any impact on the flow of flood waters from Sweetwater Creek entering Port Phillip through the Melbourne Water stormwater drains.
- Enhancing the safety of recreational boating public, boats in poor weather and the speed of response of the Coast Guard and Water Police has the potential to save lives and enhance the interest in recreational boating and fishing; both of which, boost the economy and health.
- KBR Environment and Planning Team was engaged by Council to review existing studies, planning scheme amendments and other planning processes to date to provide preliminary environment and planning assessment on the proposed works.
- KBR team reviewed (but not limited to) the following key documents related to Olivers Hill development:
  - Olivers Hill Safe Boating Facilities - Environment Effects Statement (EES) 1998
  - Olivers Hill Safe Boating Facilities - EES Technical Appendices 1998
  - Olivers Hill Boat Ramp - Biodiversity Assessment
  - Safe Boat Harbour – Cultural Heritage Management Plan 2011
  - Foreshore Flora and Fauna Survey 2010
  - Frankston City Coastal Management Plan 2016
  - Documents relevant to Planning Scheme amendment C15, C30 and C50.
  - Copy of Amendment C50 Frankston Incorporated Document June 2008 – this is the current Incorporated Document that applies to the Special Use Zone – Schedule 3 in which the proposed breakwater is partly located.
  - Olivers Hill Precinct - Endorsed Concept 2018
- The key findings of preliminary environment and planning assessment undertaken by KBR (draft report) on the proposed works revealed following:
  - Preliminary recommendations from the planning review include:
    - Need for further discussion with Council's Planning Department and/or DELWP with regards to existing land use and development controls, and how these would apply. Seek confirmation that they agree with the suggested land use definitions and that the bulk of works would be considered exempt under the existing planning provisions.
    - Discussion with DELWP with regards to the suitability of a corrections amendment to address the zoning anomaly.

**12.13 Olivers Hill Precinct Works - Safe Boat Refuge and Frankston Coast Guard Building**  
**Executive Summary**

- The review of the EES referral criteria concludes that the referral criteria are unlikely to be met. However, due to the large stakeholder interest in the project and the history of EES processes to date, it is recommended that a referral under the Environment Effects Act 1978 is prepared for the Olivers Hill Safe Boat Refuge. The following technical assessments are to be considered to inform both the planning approval and the EES referral:
  - Baseline marine ecology assessment
  - Preliminary Aboriginal Heritage Test under the Aboriginal Heritage Act 2006
  - Due diligence terrestrial ecology assessment
  - Landscape and visual impact assessment
  - Traffic impact assessment
  - Coastal process assessment (largely based on the assessment already completed for the concept design report).
- Further details on preliminary environment and planning assessment are included in the attached draft report – **refer to Attachment E.**

**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 requirements in relation to this report.

Policy Impacts

Construction of Breakwater and Coast Guard Building is in line with Council Plan Priority Action 1.1.2 – Develop a Coast Guard Facility and Boat Refuge.

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 key risks relate to understanding the impact of the breakwater on the coastline and sand movements in detail. In order to assess the impact of the breakwater on the local coastal processes, hydrodynamic modelling of the Olivers Hill region was undertaken with and without the breakwater. The findings of the modelling have been discussed under 'Analysis' section of the report above.
- A key risk of not replacing the Coast Guard building will be the potential for the Coast Guard relocating to another municipality where facilities can cater for the Coast Guard operations.

**12.13 Olivers Hill Precinct Works - Safe Boat Refuge and Frankston Coast Guard Building****Executive Summary****Conclusion**

In line with Council decision at its meeting on 29 January 2018, works have been completed to develop a concept plan for breakwater and new Coast Guard Building at Olivers Hill. The overall works are currently estimated to cost around \$24 million and are subject to further detail design and community consultation.

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**ATTACHMENTS**

- Attachment A: [↓](#) Draft Concept Plan for Works
- Attachment B: [↓](#) Draft Concept Plans for Coast Guard Building
- Attachment C: [↓](#) KBR Breakwater Report
- Attachment D: [↓](#) Community Engagement Plan
- Attachment E: [↓](#) Preliminary Environment and Planning Assessment



### OLIVER'S HILL SAFE BOAT REFUGE

#### - DATA SHEET

TOTAL PARKING: 57 BAYS  
TOTAL LENGTH OF ROAD JETTY: 206 METRES  
TOTAL LENGTH OF PEDESTRIAN JETTY: 314 METRES  
EXTENT OF TOD TO TOE: 46 METRES

#### LEGEND

-  PEDESTRIAN WALKWAY
-  ACCESSIBLE PARKING

### CONCEPT DESIGN

Project:  
OLIVER'S HILL

Drawing Title:  
OLIVER'S HILL SAFE BOAT  
REFUGE



**DRAFT CONCEPT**

**Haskell** ARCHITECTS



**DRAFT CONCEPT**

**CONCEPT DESIGN**

Client  
**FRANKSTON CITY COUNCIL**

Project  
**OLIVER'S HILL**

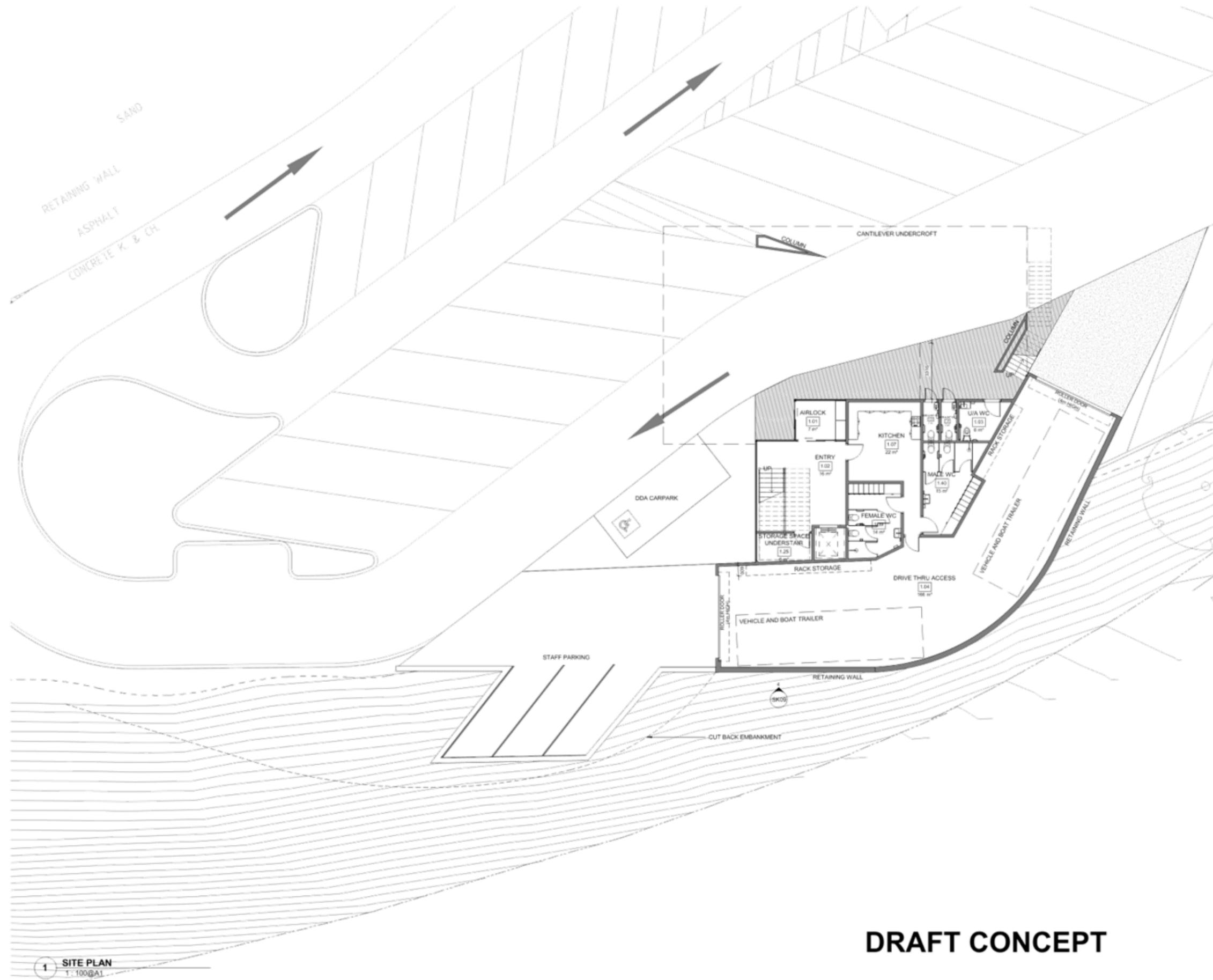
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Project Director	DH	Rev.	
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18042-SK15			

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**CONCEPT DESIGN**

Client  
**FRANKSTON CITY COUNCIL**

Project  
**OLIVER'S HILL**  
 ADDRESS

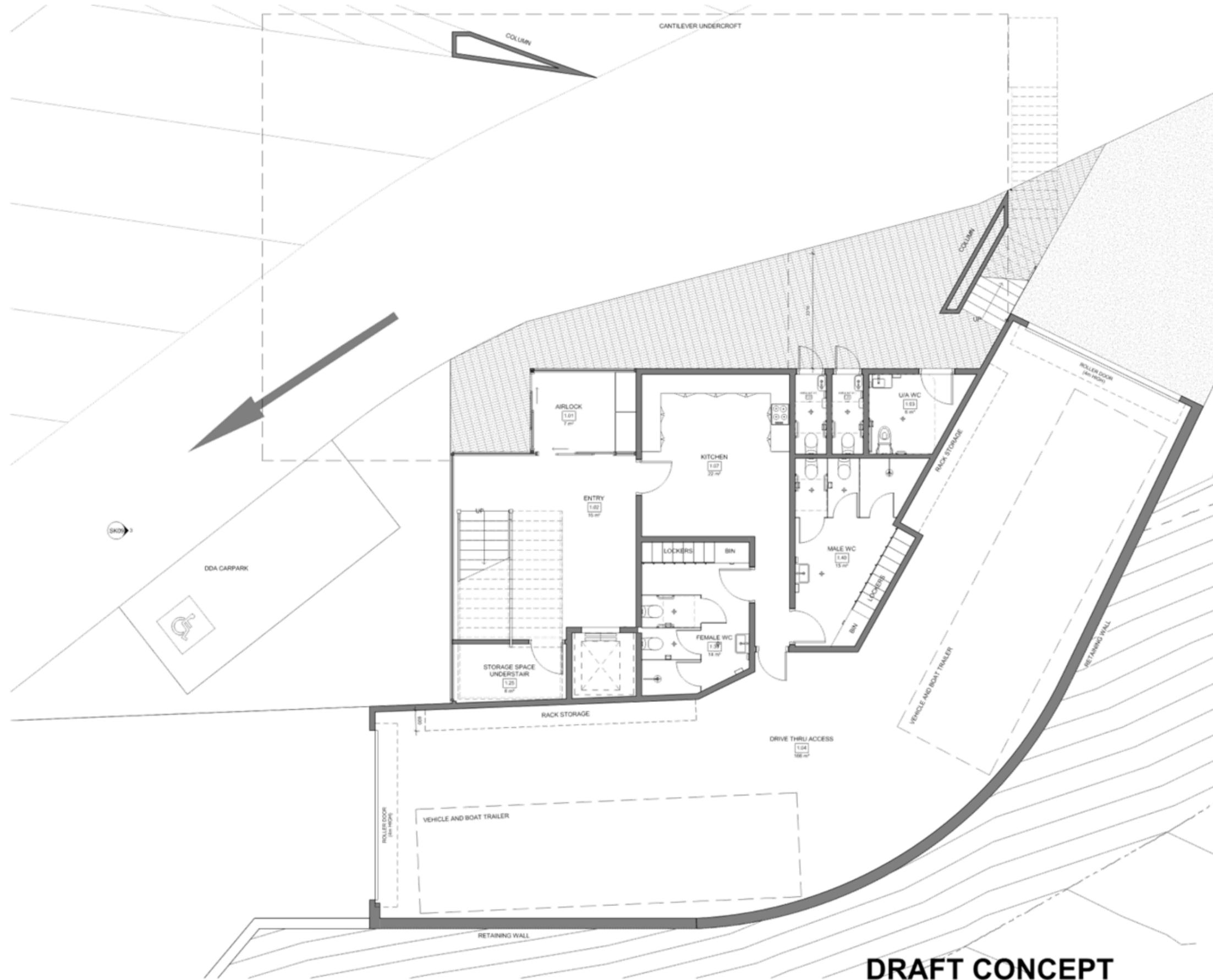
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Drawing Number	North		
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**DRAFT CONCEPT**

**Haskell**  
 architects  
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 Tel +61 3 9632 0700 Fax +61 3 9632 0711 Email haskell@haskell.com.au

1 SITE PLAN  
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**CONCEPT DESIGN**

Client  
**FRANKSTON CITY COUNCIL**

Project  
**OLIVER'S HILL**

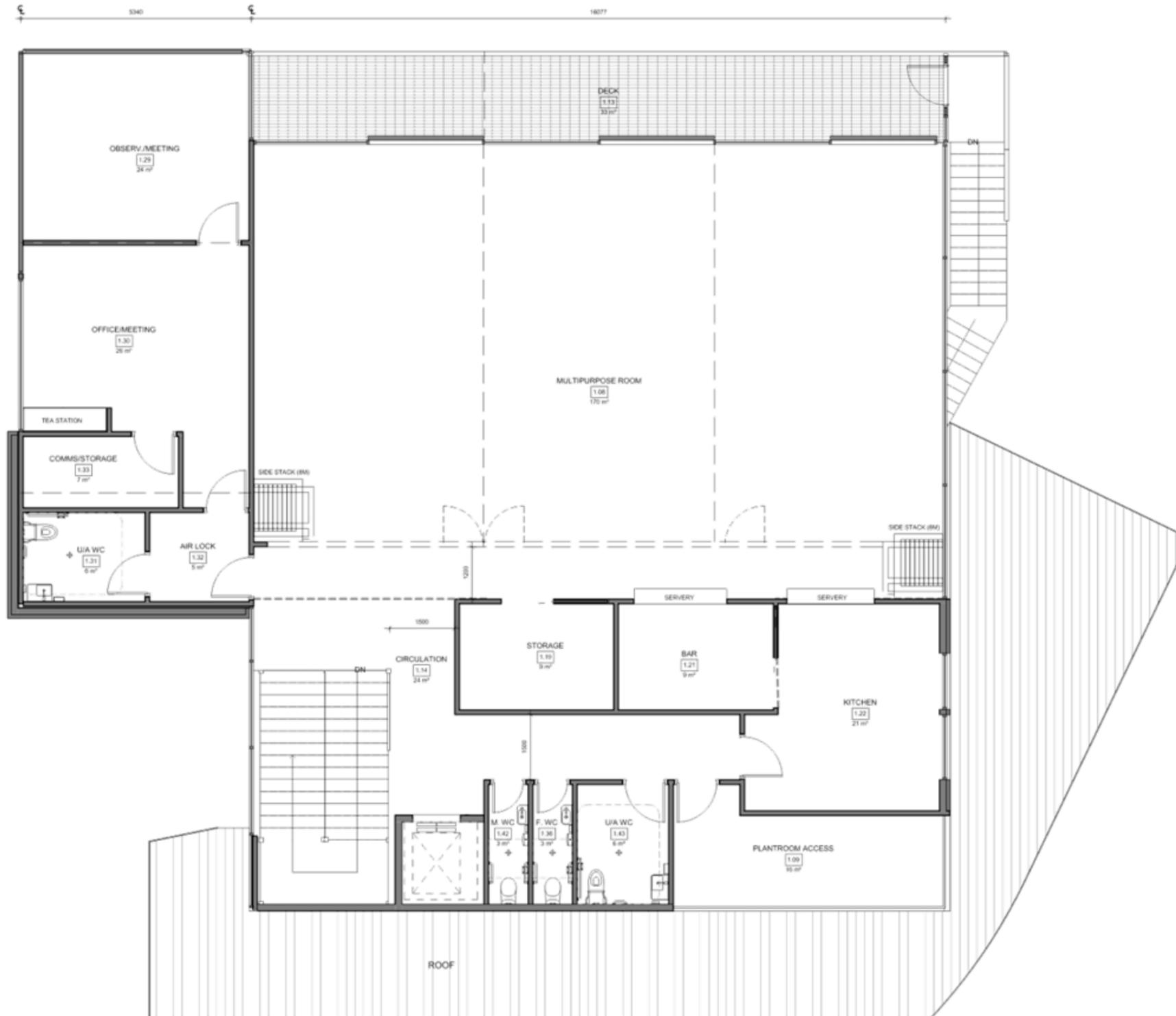
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**1 GROUND FLOOR PLAN**  
 1:50@A1



1 FIRST FLOOR PLAN  
 1 : 50@A1

**DRAFT CONCEPT**

**CONCEPT DESIGN**

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Project  
**OLIVER'S HILL**

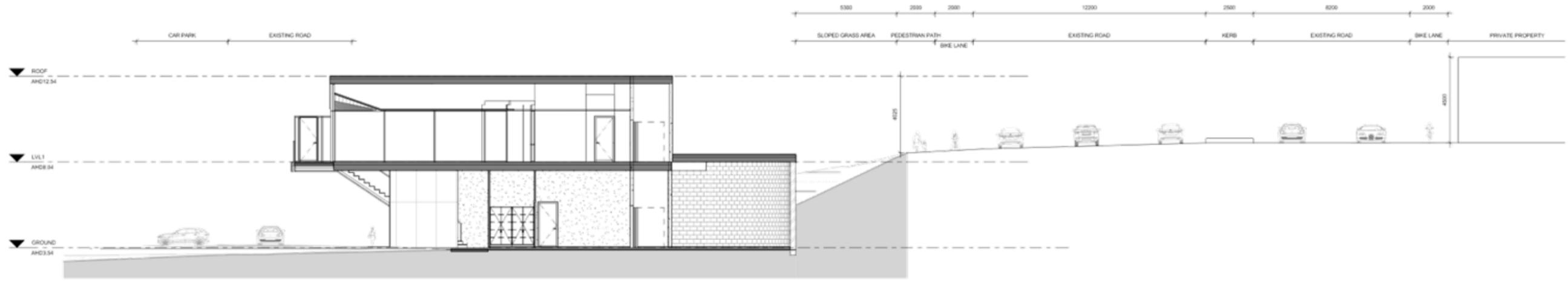
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2 SECTION  
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3 SECTION AA  
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CONCEPT DESIGN

Client  
 FRANKSTON CITY COUNCIL

Project  
 OLIVER'S HILL

ADDRESS

Drawing Title  
 SECTION AA

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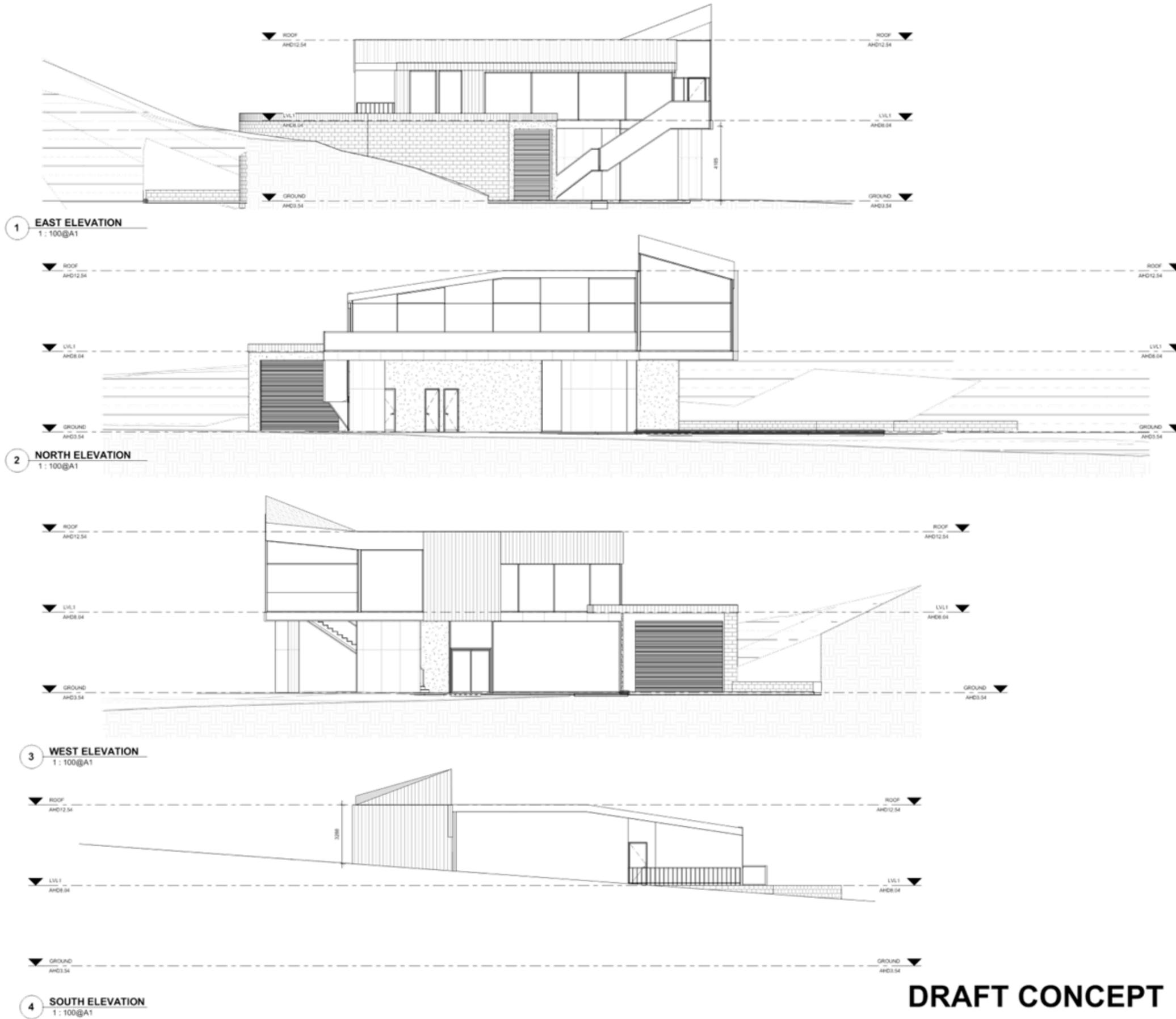
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**CONCEPT DESIGN**

Client  
**FRANKSTON CITY COUNCIL**

Project  
**OLIVER'S HILL**

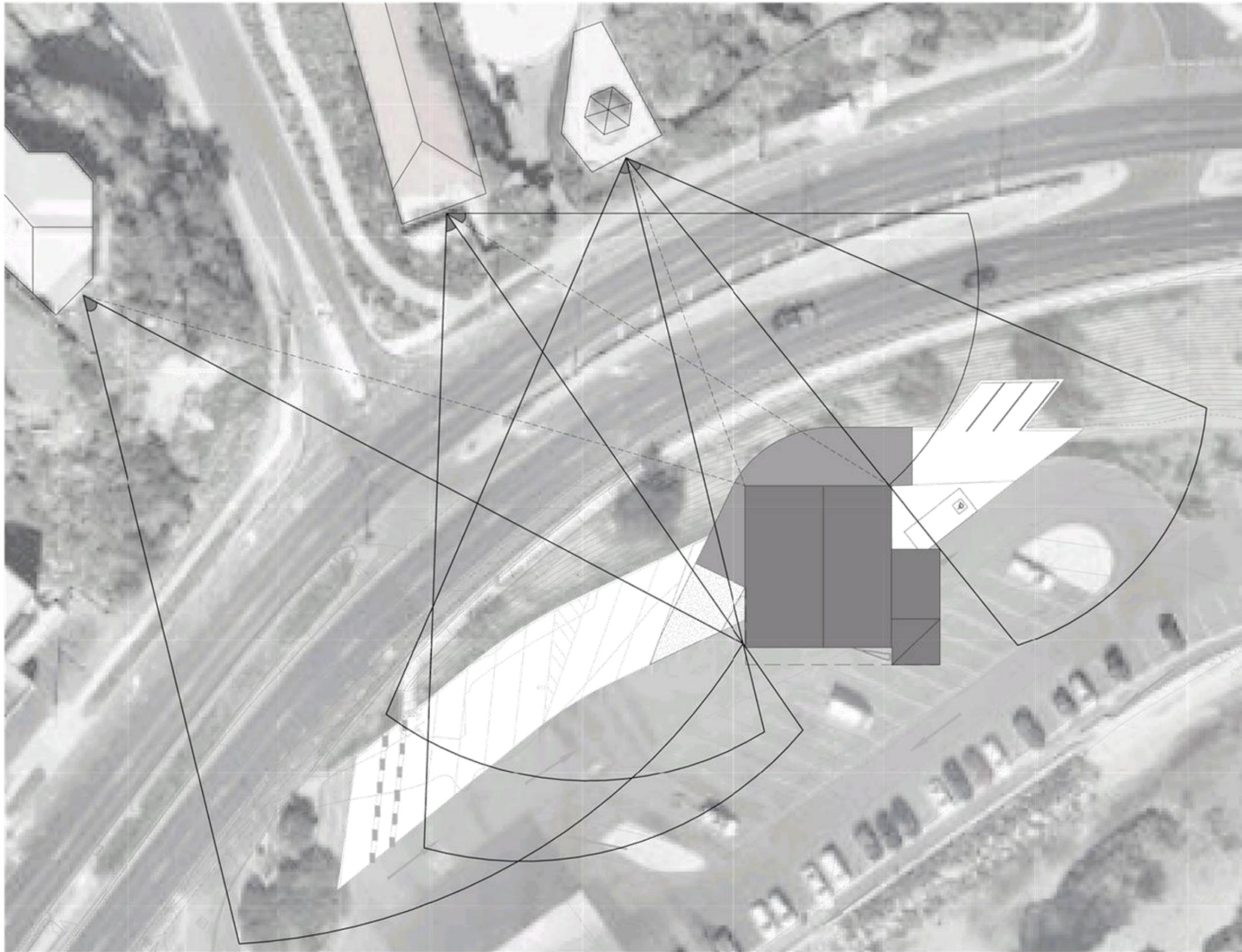
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1 SITE PLAN - SIGHT LINE  
1 : 200@A1

— CLEAR VIEW  
- - - MINIMAL VIEW

**CONCEPT DESIGN**

Client  
**FRANKSTON CITY COUNCIL**

Project  
**OLIVER'S HILL**

ADDRESS

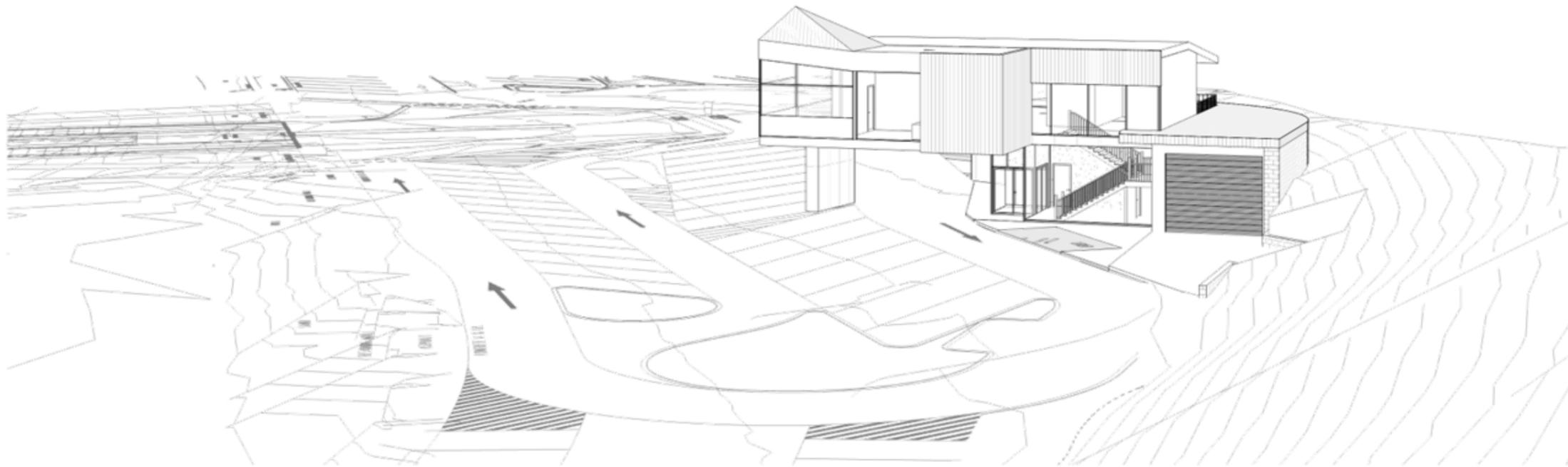
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1 View from Hopes Rise  
@A1

**CONCEPT DESIGN**

Client  
**FRANKSTON CITY COUNCIL**

Project  
**OLIVER'S HILL**

ADDRESS

Drawing Title  
**VIEW FROM HOPES RISE**

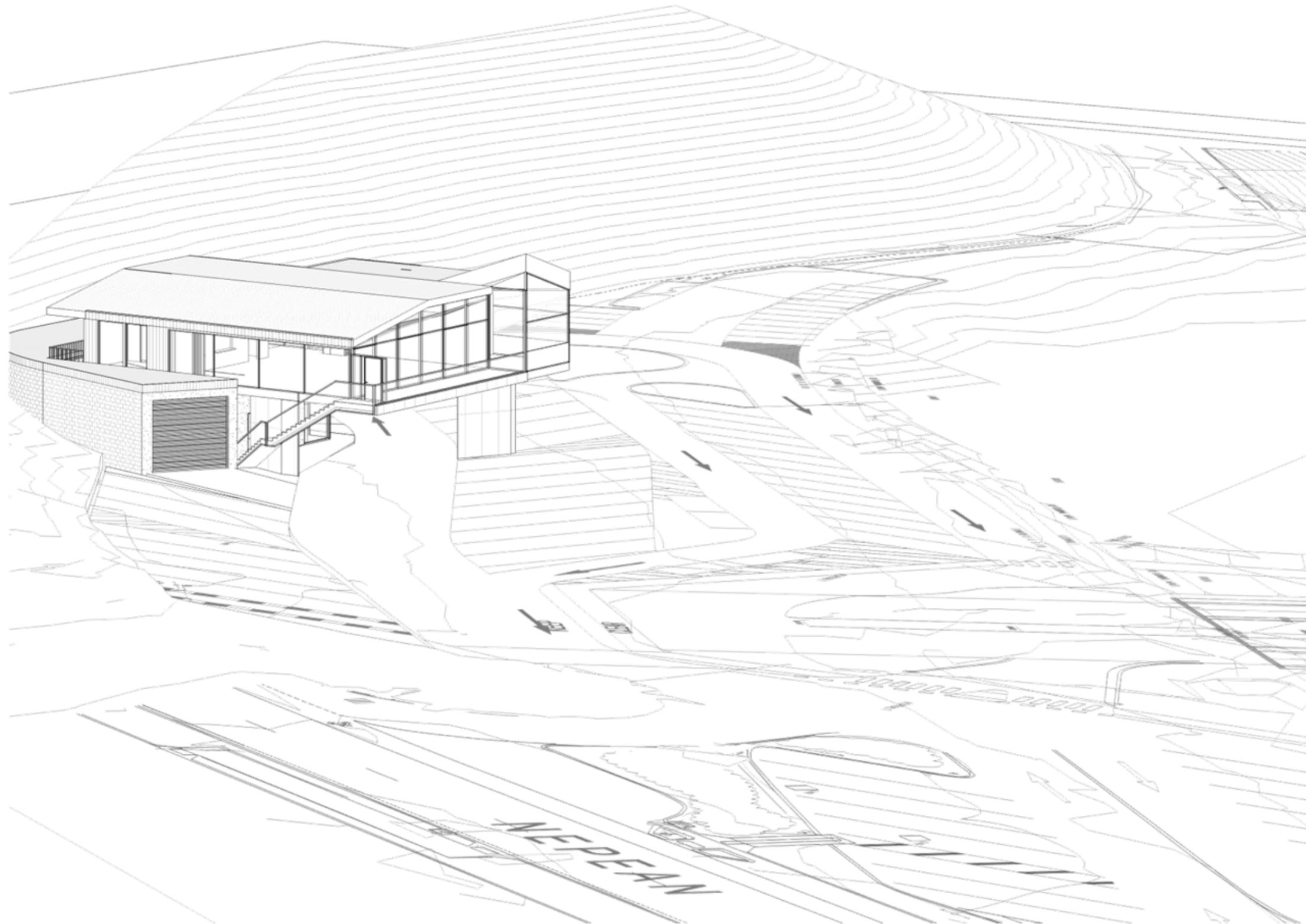
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**CONCEPT DESIGN**

Client  
**FRANKSTON CITY COUNCIL**

Project  
**OLIVER'S HILL**

ADDRESS

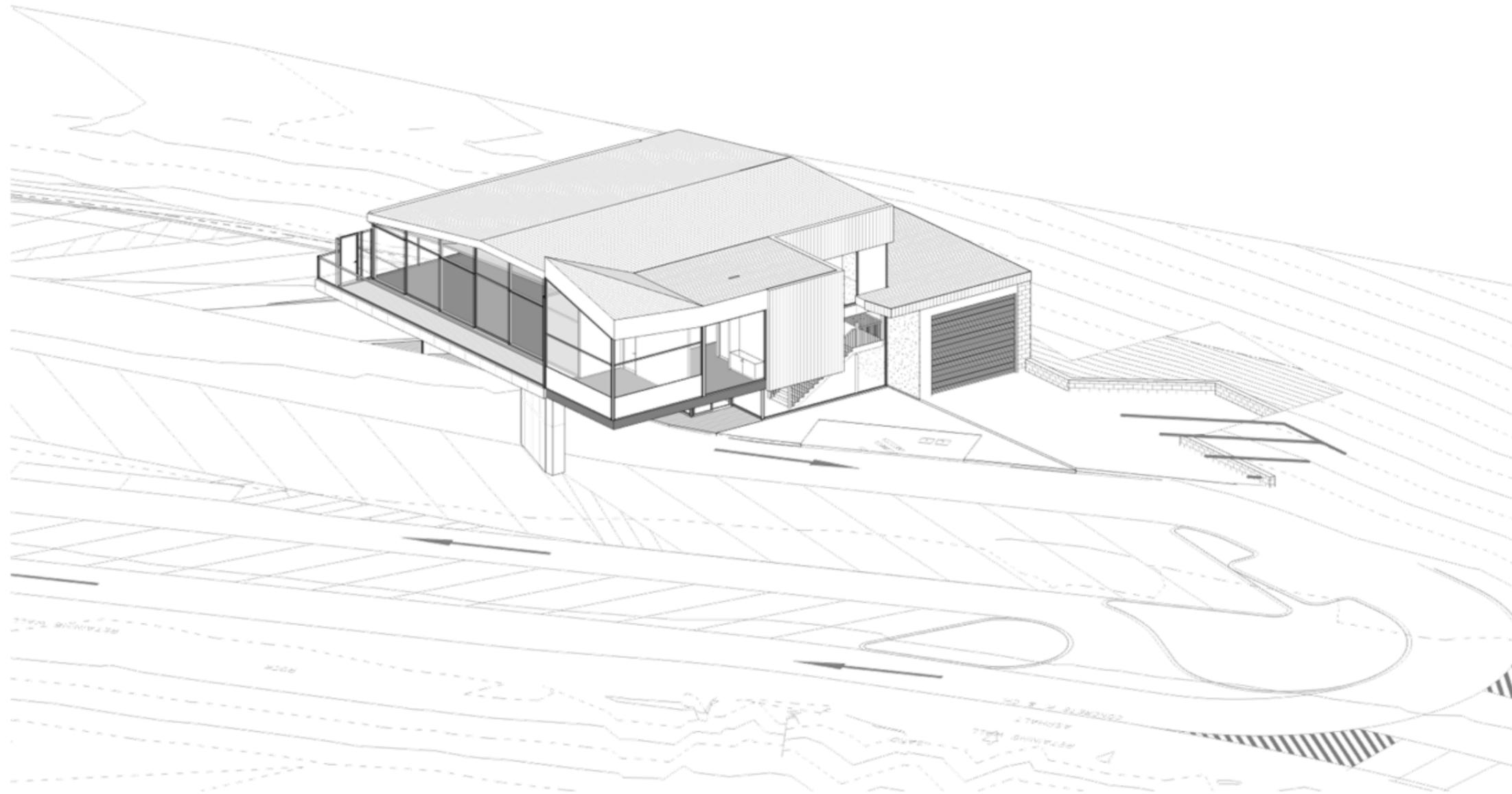
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**CONCEPT DESIGN**

Client  
**FRANKSTON CITY COUNCIL**

Project  
**OLIVER'S HILL**

ADDRESS

Drawing Title  
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CONCEPT DESIGN

Area Schedule				
Name	Level	Number	Area	Comments
AIRLOCK	GROUND	1.01	7 m <sup>2</sup>	
ENTRY	GROUND	1.02	16 m <sup>2</sup>	
U/A WC	GROUND	1.03	6 m <sup>2</sup>	
DRIVE THRU ACCESS	GROUND	1.04	166 m <sup>2</sup>	Yard
KITCHEN	GROUND	1.07	22 m <sup>2</sup>	
AMBULANT WC	GROUND	1.23	3 m <sup>2</sup>	
AMBULANT WC	GROUND	1.24	3 m <sup>2</sup>	
STORAGE SPACE UNDERSTAIR	GROUND	1.25	6 m <sup>2</sup>	
FEMALE WC	GROUND	1.39	14 m <sup>2</sup>	
MALE WC	GROUND	1.40	15 m <sup>2</sup>	
Room	GROUND	1.41	3 m <sup>2</sup>	
Room	GROUND	1.44	84 m <sup>2</sup>	
MULTIPURPOSE ROOM	LVL1	1.08	170 m <sup>2</sup>	
PLANTROOM ACCESS	LVL1	1.09	16 m <sup>2</sup>	
DECK	LVL1	1.13	33 m <sup>2</sup>	
CIRCULATION	LVL1	1.14	24 m <sup>2</sup>	
STORAGE	LVL1	1.19	9 m <sup>2</sup>	
BAR	LVL1	1.21	9 m <sup>2</sup>	
KITCHEN	LVL1	1.22	21 m <sup>2</sup>	
OBSERV./MEETING	LVL1	1.29	24 m <sup>2</sup>	
OFFICE/MEETING	LVL1	1.30	26 m <sup>2</sup>	
U/A WC	LVL1	1.31	6 m <sup>2</sup>	
AIR LOCK	LVL1	1.32	5 m <sup>2</sup>	
COMMS/STORAGE	LVL1	1.33	7 m <sup>2</sup>	
F. WC	LVL1	1.36	3 m <sup>2</sup>	
M. WC	LVL1	1.42	3 m <sup>2</sup>	
U/A WC	LVL1	1.43	6 m <sup>2</sup>	

Grand total: 27

708 m<sup>2</sup>

CONCEPT DESIGN

Client  
FRANKSTON CITY COUNCIL

Project  
OLIVER'S HILL

ADDRESS

Drawing Title  
AREA SCHEDULE

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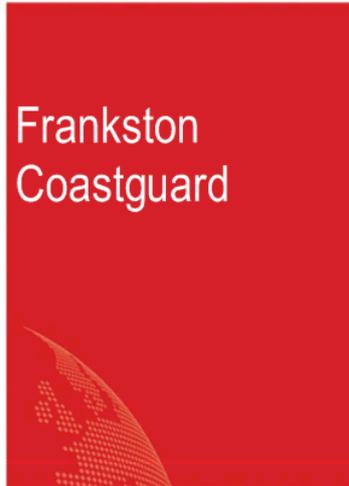
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Frankston  
Coastguard



**Breakwater  
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**Limitations Statement**

The sole purpose of this report and the associated services performed by Kellogg Brown & Root Pty Ltd (KBR) is to ascertain the impact of a Breakwater on the hydrodynamics in the Oliver’s Hill region in accordance with the scope of services set out in the contract between KBR and Frankston City Council (‘the Client’). That scope of services was defined by the requests of the Client, by the time and budgetary constraints imposed by the Client, and by the availability of access to the site.

KBR derived the data in this report primarily from data collected by a ADCP deployed offshore between February and March 2018, Hydrographic Surveys completed in February and March 2018 and from examination of records in the public domain or as held by the Client. The passage of time, manifestation of latent conditions or impacts of future events may require further exploration at the site and subsequent data analysis, and re-evaluation of the findings, observations and conclusions expressed in this report.

In preparing this report, KBR has relied upon and presumed accurate certain information (or absence thereof) relative to nominate: e.g. the site provided by government officials and authorities, the Client and others identified herein. Except as otherwise stated in the report, KBR has not attempted to verify the accuracy or completeness of any such information.

The findings, observations and conclusions expressed by KBR in this report are not, and should not be considered, an opinion concerning subjects beyond the scope of works. No warranty or guarantee, whether express or implied, is made with respect to the data reported or to the findings, observations and conclusions expressed in this report. Further, such data, findings, observations and conclusions are based solely upon data collected and information and/or drawings supplied by the Client in existence at the time of the investigation.

This report has been prepared on behalf of and for the exclusive use of the Client, and is subject to and issued in connection with the provisions of the agreement between KBR and the Client. KBR accepts no liability or responsibility whatsoever for or in respect of any use of or reliance upon this report by any third party.

**Revision History**

Revision	Date	Comment	Signatures			
			Originated by	Checked by	Technical Approval	Project Approval
A	06/07/2018	Issued for Comment	K. Orange			K. Orange
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## List of abbreviations

KBR	Kellogg Brown & Root Pty Ltd
ADCP	Acoustic Doppler Current Profiler
AHD	Australian Height Datum
CD	Chart Datum
AEP	Annual Exceedance Probability
ARI	Average Return Interval
UNO	Unless Noted Otherwise
TBA	To Be Advised
CPTED	Crime Prevention Through Environmental Design

## Summary

Frankston City Council are investigating the feasibility of constructing a breakwater to form an all-weather safe boat refuge at Olivers Hill. During the project, Council and/or Frankston Coastguards requirements for the facility were refined to the following key criteria:

- recreational boaters are able to launch and/or retrieve during all weather,
- provide a safe all weather access, berthing, mooring and passenger transfers for a maximum of two (2) Coastguard and/or Water Police vessels,
- allow for direct transportation of sick or injured passengers to an ambulance,
- be positioned at a minimum depth of -2.4 mAHD to allow for safe navigation of Coastguard vessels,
- allow for mooring of up to two vessels up to 10 m in length, and
- maintenance dredging to be minimal. The project was supported by the Coast Guard, the local boating community and the Federal Government, through a \$500,000 grant.

During the project, a number of concept layouts for a safe boat refuge were examined:

- Do nothing, boat ramps remain unprotected
- Single arm attached breakwater with emergency vehicle access during extreme weather events,
- Single arm attached breakwater with no vehicle access,
- Offshore breakwater with a pontoon at the end of the existing Jetty for coastguard mooring,
- Offshore breakwater with mooring piles at the end of the existing Jetty for coastguard mooring,
- Double arm attached breakwater with three refuge moorings included,
- Double arm breakwater with no refuge moorings included (selected as the preferred option).

The initial five listed concepts were assessed and refined during a Multi Criteria Analysis (MCA) Workshop. It was found at the MCA Workshop, that the preferred breakwater was attached to land and allowed for ambulance access to the Coastguard mooring location. However during the workshop it became apparent that one of the Coastguards key requirements was to ensure that recreational boaters can launch or retrieve during all weather conditions. As a single arm breakwater would not ensure protection at the ramp and Jetty, a concept for a double arm breakwater was presented.

Breakwater Assessment

The initial double arm breakwater included single point moorings for vessels requiring refuge during extreme weather events. The inclusion of this service however increased the breakwater footprint. A more refined double arm breakwater was developed and was selected by Council as the preferred option, Appendix C. This breakwater allows for access by pedestrians and emergency vehicles on the eastern arm only.

A cost estimate of \$17 million (for an accuracy of  $\pm 40\%$ ) was developed for the preferred concept layout. The cost estimate including the following:

- 514 m of Breakwater (over two arms),
- Ambulance Turning Circle and Vehicle Access on eastern arm only
- 500 mm thick concrete road pavement
- 2 battery powered navigational aids
- Floating Pontoon
- Dredging of approximately 400 m<sup>3</sup>
- 10 Road Lights and Poles

In order to assess the impact of the breakwater on the local coastal processes, hydrodynamic modelling of the Olivers Hill region was undertaken with and without the breakwater. The findings of the modelling indicated that the breakwater will have the following impact on the local coastal processes:

- Currents: changes to current patterns restricted to within immediate vicinity of the breakwater, A small portion of the tidal flow during both ebb and flood tides will enter the through the breakwater arms.
- Wave: wave heights are reduced within the lee of the breakwater arm,
- Eastwards Sediment Transport: the flow of sediment is not interrupted per se, but diverted further east along Frankston Beach. Sand is deposited on the offshore sand bars and should protect the Frankston foreshore and during on-shore winds move sand onto the berm. A limited amount of sand is trapped along the western breakwater arm.
- Westwards Sediment Transport: at present there appears to be a limited sand source at the Olivers Hill headland, with no beach material present. What sediment currently reaches this area will be further reduced by the breakwater.
- Dredging: due to sediment accompanying inflow into the safe boat refuge, maintenance dredging will be required to maintain the channels at the required navigational depth.

The breakwater should not have any impact on the flow of flood waters from Sweetwater Creek entering Port Phillip through the Melbourne Water stormwater drains.

Breakwater Assessment

The dispersion time for suspended plumes from Sweetwater Creek will increase. The dispersion rate will be dependent on the wind, waves and storm water flow rate at the time of the plume. With low flow and no wind or waves, it would take over 24 hours for a plume to disperse. Please note, there is no known evidence of plumes currently forming at Olivers Hill.

During the project it was noted that the foreshore at this location has been significantly modified since the 1920s. This was largely in relation to the widening of Nepean Highway.

# 1 Introduction

## 1.1 PROJECT OVERVIEW

Frankston City Council (herein known as the Council) are investigating the feasibility of constructing a breakwater to form a safe boat refuge in heavy weather at Olivers Hill. Olivers Hill is located on the southeast coastline of Port Phillip approximately 1 km south of Frankston, Figure 1.1.



Figure 1.1 Location of Olivers Hill

This facility would also enable search and rescue operations, such as the Coastguard and Water Police vessels to moor, launch and transfer people safely at all stages of the tide in all weather conditions. The project is supported by the Coast Guard, the local boating community and the Federal Government, through a \$500,000 grant.

## 1.2 SCOPE OF SERVICES

The services to be provided by Kellogg Brown and Root Pty Ltd (KBR) as part of this scope can be defined into the following four stages:

- Stage one: Hydrodynamic and morphological model of the Olivers Hill area;

Breakwater Assessment

- Stage two: Concept design of the Breakwater;
- Stage three: Indicative costing of the Breakwater; and
- Stage four: Detailed design of the Breakwater (subject to modelling outcomes, funding and appointment).

This report encompasses the findings of stages one, two and three.

### 1.3 PROJECT OVERVIEW

During the project, a number of concept layouts for a safe boat refuge have been determined and are detailed in section 3 of this report. These concept layouts were assessed as part of the Multi Criteria Analysis held on 20 August 2018 and further refined during subsequent workshop meetings. The assessment process for the presented concepts has been included in section 4 of this report. A final safe boat refuge layout was submitted by KBR and approved by Council and the Frankston Coastguard on 21 September 2018.

The concept design for the approved safe boat refuge, including the breakwater(s), seawalls, coast guard pontoon, access gangway for the pontoon and navigation aids was developed by KBR in October 2018. The design basis report, MEJ852-TD-MN-DBR-0001 (KBR, 2018) details the design criteria and constraints that the performance of the concept design will be measured against. The concept design allowed for the following Coastguard and/or Council criteria and constraints advised to date: provide a safe all weather access, berthing, mooring and passenger transfers for a maximum of two (2) Coastguard and/or Water Police vessels,

- allow for direct transportation of sick or injured passengers to an ambulance,
- be positioned at a minimum depth of 1.5 m below Lowest Astronomical Tide (LAT) or -2.0 mAHD\* to allow for safe navigation of Coastguard vessels,
- allow for mooring of up to two vessels up to 10 m in length,
- recreational boaters able to launch and/or retrieve during extreme weather events, and
- maintenance dredging to be minimal\*\*.

NB. \* This was subsequent increased to -2.5 mAHD to allow for 0.5 m of siltation, this value has been further refined to -2.4 mAHD as part of the design criteria.

\*\* Council are amenable to an initial dredge of the area post-construction. However, any maintenance dredging is to be limited to every 3-5 year. Annual dredging of the area is not an option. No dredging would be preferred.

One of Councils main concerns in the project was the impact of the proposed structure on the coastal processes in the Olivers Hill region and on the Frankston foreshore. To ascertain any changes in the coastal processes, KBR were engaged by Council to create a numerical model of the Olivers Hill area. This model was utilised to ascertain the existing hydrodynamics of the area and determine if the construction of a breakwater would have any adverse effects on the existing hydrodynamic patterns in the study area. The hydrodynamic model, calibration and predicted impact of the local coastal processes are detailed in section 5.1, section 5.2 and section 6 respectively.

## 1.4 TERMINOLOGY

During this report a number of naming conventions have been used. For the purpose of this report, unless explicitly stated otherwise the following definition have been used.

<b>Current speed</b>	Unless stated otherwise, current speeds are the depth averaged current speed.
<b>Directions</b>	All directions are measured in degrees clockwise from north. Wind and wave directions follow the meteorological convention in that the direction is the direction from which the wind or wave is coming from. Current directions follow the oceanographic convention, in that the direction is the direction in which the current is heading or flowing towards.
<b>Wave height</b>	Is the significant wave height ( $H_s$ ), which is defined as the average height, crest to trough, of the highest one third of waves, defined by consecutive zero up-crossings, in a given wave record.
<b>Storm Tide</b>	The combination of storm surge with astronomical tide. Where storm surge is the elevated sea level caused by the effect of atmospheric pressure and strong winds during severe weather events.
<b>Annual Exceedance Probability</b>	The Annual Exceedance Probability (AEP) is a probabilistic measure that an event will occur or be exceeded. For example, an AEP of 2% means there is a 2% chance of an event occurring or being exceeded in any year.
<b>Fetch</b>	Maximum distance over water that wind of a constant speed and direction can generate waves.
<b>Fetch-limited</b>	Regions such as Port Phillip where the maximum wave height is restricted by the distance or area over which the wind can blow.
<b>Wave Period</b>	Unless stated otherwise, refers to the spectral peak wave period, $T_p$ . The peak wave period is defined as the period associated with the peak of the wave energy spectrum.
<b>North</b>	Unless otherwise notated, North is orientated to the top of the page.

## 2 Data

The following data has been utilised as part of the project.

### 2.1 WATER LEVELS

Within the Bay, the tidal planes at Williamstown are considered to be applicable at Frankston, with tides occurring three minutes earlier than those recorded at Williamstown. The tidal planes at Williamstown have been included in Table 2.1 for both Australian Height Datum (AHD) and Chart Datum (CD)

**Table 2.1 Tidal Planes for Williamstown, VRCA 2017**

Tidal Plane	Water Level (mAHD)	Water Level (mCD)
Highest Recorded Tide (24/06/2014)	1.16	1.64
Highest Astronomical Tide (HAT)	0.52	1.04
Mean Higher High Water (MHHW)	0.42	0.94
Mean Lower High Water (MLHW)	0.12	0.64
Australian Height Datum (AHD)	0.00	0.524
Mean Higher Low Water (MHLW)	-0.08	0.44
Mean Low Low Water (MLLW)	-0.38	0.14
Lowest Astronomical Tide (LAT)	-0.48	0.046
Lowest Recorded Tide (27/11/2003)	-0.76	-0.24

Water levels at Hovell Pile and Williamstown were obtained from the Bureau of Meteorology Tidal Centre. The location of Hovell Pile and Williamstown have been included in the location map of data sources, Figure 2.1.

Breakwater Assessment



Figure 2.1 Location of Data Sources

**2.2 WIND**

Over 15 years of hourly wind speed and direction data were obtained from the Bureau of Meteorology (BoM) for the period 1 January 1999 to 1 January 2018 for the following locations:

- Point Wilson;
- Fawkner Beacon; and
- South Channel.

The location of each wind gauge has been included in Figure 2.1. Please note, that although the BoM gauge at Frankston is closest to the site, as indicated in Figure 2.1 it is located over land and therefore not representative of the winds that occur within the bay. Wind from this site was therefore not utilised to replicate the wave conditions that are experienced at Olivers Hill.

For each location a wind rose and annual statistics of wind speed and direction were determined. These have been included in Appendix A with the results summarised in Table 2.2. From this analysis the following observations can be made:

- The highest wind speed was recorded at South Channel, 25.9 m/s from west-south-west (WSW) on 4 September 2010, Table 2.3.
- The average wind speed at South Channel was 7.6 m/s.
- The wind speed is slightly higher at South Channel than at either Fawkner Beacon or Point Wilson, which have average wind speeds of 6.8 and 6.3 m/s respectively.
- South Channel has a slightly higher percentage of winds recorded at speeds of greater than 15 m/s.
- The predominant direction for winds greater than 15 m/s at all sites is from the North.

Breakwater Assessment

**Table 2.2: Summary of Wind Data (1999 to 2018)**

Location	Average Wind Speed (m/s)	Predominant wind direction % occurrence	Secondary Wind Direction % occurrence	Dominate Directions above 15 m/s (% of events)
South Channel	7.6	S – SW 28.3%	N – NE 21.5%	N (0.7%) SW (0.43%) WNW (0.34%) Total 2.5%
Fawkner Beacon	6.8	NNW – NNE 28.3%	SSE – SSW 25.0%	N (0.63%) NNW (0.12%) Total 1.45%
Point Wilson	6.3	WSW - WNW 25.4%	S – SW 24.4%	N (0.18%) W (0.12%) Total 0.70%

**Table 2.3: Maximum Wind Events (1999 to 2018)**

Location	Maximum Wind Speed (m/s) (Direction)	Time of Event
South Channel	25.9 (WSW)	04/09/2010 17:00
Fawkner Beacon	24.5 (N)	29/7/2017 03:00
Point Wilson	23.5 (NNW)	02/04/2008 04:00

The winds at South Channel and Fawkner Beacon were further analysed to determine seasonal trends. The statistics have been included in Appendix A and summarised in Table 2.4 for South Channel and Table 2.5 for Fawkner Beacon. Seasonal wind data indicates that within Port Phillip southerly winds are prevalent during the summer months and northerly winds in the winter.

**Table 2.4: Summary of Seasonal Wind Data, South Channel**

Season	Maximum Wind Speed (m/s) (Direction)	Average Wind Speed (m/s)	Predominant wind direction % occurrence	Dominate Directions above 15 m/s (% of events)
Summer	22.6 (SW)	7.5	SE - SW, 61 %	SSW (0.62%) Total 1.6%
Autumn	23.6 (N)	7.3	S - SW 26.2% N - NE 21.3%	N (0.46%) SW (0.35%) Total 2.03%
Winter	25.1 (WSW)	8.0	W-N, 60 %	N (1.8%) WNW (0.67%) Total 3.82%
Spring	25.9 (SW)	7.6	S-SW, 30 %	SW (0.53%) N (0.52%) W (0.40%) Total 2.67%

**Table 2.5: Summary of Seasonal Wind Data, Fawkner Beacon**

Season	Maximum Wind Speed (m/s) (Direction)	Average Wind Speed (m/s)	Predominant wind direction % occurrence	Dominate Directions above 15 m/s (% of events)
Summer	23.1 (SSW)	7.0	SSE – SSW, 51.3%	N (0.17%) Total 0.99%
Autumn	24.3 (N)	6.8	NNW – NNE, 22.6% SSE – SSW, 20.4%	N (0.15%) Total 0.35%
Winter	24.5 (N)	7	NNW – NNE, 47.3%	N (1.33%) NNW (0.25%) NNE (0.22%) Total 2.27%
Spring	23.5 (N)	7	SSE – SSW, 26.1% NNW – NNE, 24.7%	N (0.65%) Total 1.59%

Wind roses from the Bureau of Metrology gauge at Frankston have been supplied by the Frankston Coastguard, Appendix A. These wind roses are for winds measured at 9 am (morning) and 3 pm (afternoon). The wind roses are in km/h, in order to be able to compare the wind at Frankston to that at Fawkner Beacon and South Channel, the equivalent km/h wind speed in m/s has been provided in Table 2.6.

**Table 2.6 Equivalent Wind Speeds**

Wind Speed (km/h)	Wind Speed (m/s)
10	2.78
20	5.56
30	8.33
40	11.11

Please note, the morning and afternoon winds speeds at the Frankston gauge are significantly less than the wind speeds stipulated in AS 1170.2:2011 *Structural Design Actions Part 2: Wind Actions* and therefore that have not been used to determine design wave heights. The Frankston wind roses indicate:

- that the wind is stronger in the afternoon than in the mornings and is predominantly from the south-west to north,
- less than 30% of afternoon winds arrive from the north-east to south,
- wind directions in the morning have a larger easterly component with approximately 15% of winds at 9 am coming from the east,
- In the mornings 55% of wind is from the south-west to north, and
- The winds in the morning are typically light or less than 3 m/s.

### 2.3 CURRENTS

Within Port Phillip, as distance from The Heads increases, the strength of tidal currents decreases. Data collected by an Acoustic Doppler Current Profiler (ADCP) deployed offshore of Olivers Hill (Figure 2.1) between 09/02/2018 to 23/03/2018 revealed the following:

- current speeds vary throughout the water column, Figure 2.2, with average currents speeds of 0.1 m/s at the surface compared to 0.06 m/s closer to the seabed,

Breakwater Assessment

- current within the surface layer (1.2 m bin in Figure 2.2) are associated with a larger range of directions than those closer to the sea bed,
- at the sea-bed current directions are predominantly north-east with a smaller south-west component,
- both current speed and direction within the surface layer are influenced by local winds blowing across the water surface,
- depth-average currents are weak and typically less than 0.1 m/s,
- the maximum depth-average current speed measured was 0.24 m/s.  
 Please note, although the ADCP report (Appendix B) does refer to a maximum current of 0.86 m/s being recorded in the 3.2 m bin, when the currents are average over the depth this speed was only 0.19 m/s. The value of 0.86 m/s appears to be suspect as the bins on either side of the 3.2 m bin and the time steps on either side of this measurement do not reflect speeds similar to this value.
- during the deployment, depth average currents typically flowed towards the north/east or towards Frankston, the exception of this was during large storm events when the wind directions caused the currents to flow towards the south/west, e.g. 17 – 18 March 2018.

A complete analysis of the current data retrieved during the deployment has been included in Appendix B.

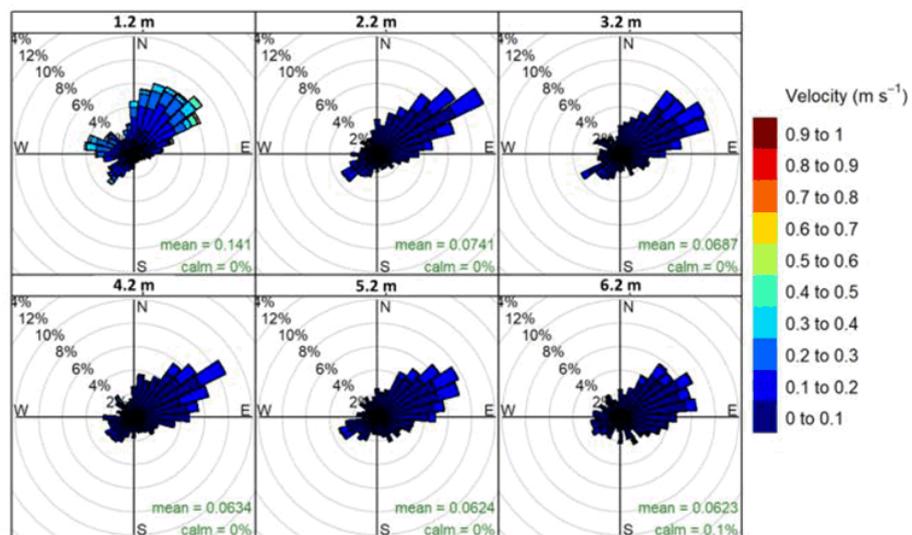


Figure 2.2 Current velocities and directions as measured at each ADCP bin (source: Marine Solutions, 2018).

## 2.4 WAVES

Within Port Phillip, swell entering from Bass Strait does not permeate beyond the Great Sands region. All waves north of the Great Sands are therefore derived from local winds occurring within Port Phillip. Wave heights at Olivers Hill are thereby governed by the strength of the local wind and the distance of open water (known as fetch) over which the wind can travel. The longest fetches at the study area are from the west-south-west to north-west.

Wave data was obtained from the same ADCP deployment as the current data or between 09/02/2018 to 23/03/2018. A complete analysis of the recorded wave data has been included in Appendix B.

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Local stakeholder groups have expressed concern regarding the length of deployment of the ADCP in terms of deriving an accurate wave climate. As waves forming at Olivers Hill originate from local winds, years of hind-cast wave data can be derived using measured wind data and a numerical wave model. For this project, waves were predicted using the Simulating WAVes Nearshore (SWAN) III model (Ris et al., 1999). The deployment data is of use in calibrating the SWAN model, but is not expected to form a representative wave climate of the area.

During the deployment a storm event occurred on 18 March 2018, this resulted in a significant wave height, Hs, of 2.2 m.

Design wave conditions were derived using Annual Exceedance Probability (AEP) winds from AS 1170.2:2011\* 2 % and 63 % AEP events in conjunction with the McInnes *et al* (2009) proposed storm tide heights for each AEP (as outlined in section 2.5), Table 2.7.

\*Design wind speeds in AS 1170.2: 2011 Amendment-1 are for 0.2 second gusts, which were subsequently converted to ten minute wind speeds using the American Petroleum Industries (API) RP 2A-WSD (API,2000) wind speed conversion as listed in section 2.3.2.b of API RP 2A-WSD.

The design wave conditions were extracted from the SWAN model at the toe of the proposed breakwater or a depth of approximately – 2 mAHD, Table 2.7. Results indicate that for the boat ramp to comply with a “good” wave climate, Hs < 0.3 m in accordance with AS 3962-2001 *Guidelines for design of marinas*, a breakwater would be required to limit waves from the west-south-west to the north-east.

**Table 2.7 Annual Exceedance Probability Design Wave heights and Peak, depth -2 mAHD.**

Design Wind		2% AEP				63% AEP			
Wind Direction	Fetch (km)	10 min Design Wind Speed (m/s)	2070 Storm Tide*	Significant Wave Height, Hs (m)	Wave Period (s)	10 min Design Wind Speed (m/s)	2070 Storm Tide*	Significant Wave Height, Hs (m)	Wave Period (s)
N	11.8	27.3	1.79	1.7	4.6	21.7	1.12	1.4	5.6
NNE	2.9	27.3	1.79	1.6	4.3	21.7	1.12	1.3	5.1
NE	0.6	23.7	1.79	1.1	3.1	18.8	1.12	0.8	4.2
WSW	43.0	27.3	1.79	1.7	6.8	21.7	1.12	1.4	6.2
W	34.11	27.3	1.79	1.7	6.8	21.7	1.12	1.4	6.2
WNW	43.5	27.3	1.79	1.8	7.5	21.7	1.12	1.4	6.2
NW	38.18	26.1	1.79	1.8	6.2	20.8	1.12	1.4	5.6
NNW	20.6	27.3	1.79	1.7	6.2	21.7	1.12	1.4	5.6

\* Storm tide based on McInnes *et al* (2009)

**2.5 CLIMATE CHANGE**

The impact of climate change on the storm tide elevations at Frankston were considered as part of the design for the proposed breakwater. Storm tide elevations at Frankston for a 2% AEP presently and as predicted in 2070 by McInnes *et al* (2009) have been included in Table 2.8. The 2070 63% AEP storm tide has been conservatively based on McInnes *et al* (2009) predictions that by 2070 a storm tide of 1.12 mAHD will occur less than every two years at Williamstown. The present day value for the 63% AEP was extrapolated from a chart of Williamstown storm tides in McInnes *et al* (2009).

**Table 2.8 Storm Tide Elevations at Frankston**

AEP	Storm Tide Elevation (mAHD)
63% AEP (Present climate)	0.5*
63% AEP (Future climate, 2070)	1.12*
2% AEP (Present climate)	1.11
2% AEP (Future climate, 2070)	1.79

NB. \*63% APE storm tides have been conservatively based on McInnes *et al* (2009) predictions for Williamstown.

**2.6 BATHYMETRY**

The following bathymetric datasets were obtained:

- Department of Environment, Land, Water and Planning LiDAR survey flown between September 2007 and September 2009;
- Hydrographic Survey of Olivers Hill to Kananook Creek, December 2015;
- Hydrographic Survey of Olivers Hill, February 2018;
- Hydrographic Survey of Olivers Hill, March 2018;
- Hydrographic Survey AUS 143 chart of Port Phillip

Bathymetric data was requested from the Port of Melbourne (PoM) and Victorian Ports Corporation – Melbourne (VPCM) however due to the lack of available owned data and/or legality concerns, bathymetric data was not available at the time of the modelling from either source.

**2.7 GEOLOGY**

Geological maps of the area indicated that the site is underlain by Devonian Age granite and Tertiary Age Baxter Sandstone. As part of previous work undertaken by KBR (2016) at the Olivers Hill site, a geotechnical investigation was conducted via a single borehole in conjunction with marine geophysics. This investigation indicated that the substrata consisted of sandy Clay and clayey Sand to a depth of approximately 4 m, underlain by Sand and extremely weathered Granite to a depth of approximately 8 to 10 m. High strength Granite, believed to be Devonian Age Granite, was encountered from a depth of 8 to 10 metres.

During a site visit, both granite and sandstone outcrops were noted along the foreshore and protruding from shallow water, Figure 2.3.



**Figure 2.3 Outcrop of Sandstone partially submerged.**

## 2.8 SEDIMENT TRANSPORT

Sand transport at the site is highly episodic and dependent on meteorological conditions occurring throughout the year. Utilising the Kamphuis (1991) sediment transport equations, the volume of sand transported at Olivers Hill was estimated to be:

- Gross longshore drift: 7,000 m<sup>3</sup>/a long term average
- Net longshore drift: 6,500 m<sup>3</sup>/a to the north east long term average

The sediment transport volumes indicate that sand movement at the site is predominantly towards the north-east or away from the site. The presence of little or no sand and the inclusion of rock protection works in front of the seawall support this finding.

Previous sediment calculations have been based on sediment transport along the Frankston foreshore, where sediment transport has been estimated to be similar in both directions. However, a net south to north movement remains as indicated by the build-up of sand on the south-side of the Pier and Kananook Creek training walls.

## 2.9 BEACH PROFILE

An analysis of offshore sediment grain size by AME (2013) indicated that the offshore sand was very fine with a D50 of 0.1 to 0.15 mm. During the site visit, visual inspection of the berm indicated that the sand was not as fine with a D50 of closer to 0.25 mm. The variation in grain size would be caused by the different source of material, with the sediment located along the beach a mixture of re-worked renourished and naturally occurring sand.

The beach along Frankston foreshore was renourished in December 2013, Figure 2.4. Although the profile of the beach has steepened, the overall sand extent was similar in May 2018, Figure 2.5, (please note these images have been provided for reference only and have not been taken from the same location or at the same time of year).

During the site visit it was noted that although Council have erected fences and are trying to rejuvenate the "dune" system, there is tendency for sand to be "blown" off the beach into areas behind and therefore become lost from the system.

On either side of the boat ramp, the existing seawall has been reinforced with boulders, Figure 2.6. It is assumed that the rock has been placed here to prevent the erosion of the berm at the toe of the seawall and/or to limit the forward movement of the seawall. The rock will limit the possibility of a beach naturally re-establishing in this location.



Figure 2.4 Beach at Olivers Hill after Re-nourishing, December 2013 (source. Council)



Figure 2.5 Beach at Olivers Hill, May 2018.



Figure 2.6 Rock deposited in front of seawall

## 2.10 HISTORIC SHORELINE MOVEMENT

A desk top study of historic photos indicates that since the 1930s the foreshore adjacent to Olivers Hill has been significantly altered by reclamation of land for the widening of Nepean Highway.



Figure 2.7 Olivers Hill 1930s with present shoreline indicated, source: The Rose Series P.1304 ©



Figure 2.8 Olivers Hill 1950s with present shoreline indicated in red, source: The Rose Series P.13728 ©



Figure 2.9 Olivers Hill 2015, source: Google Earth ©

## 2.11 STORMWATER OUTLETS

There are a number of stormwater drains that cut across the beach and exit through the seawall at Olivers Hill. All of the stormwater drains will transport sand in the direction of the dominant current at the time of discharge.

On the southern side of the boat ramp there are two 1575 mm diameter Melbourne Water stormwater drains that carry stormwater from Sweetwater Creek out to the bay. The inclusion of the flow from these stormwater pipes was not included in the hydrodynamic model for either the existing or developed cases. It is expected that the discharge from these drains will follow the breakwater arm prior to flowing out to the bay.

Council have raised concerns regarding the formation of turbid plumes post-breakwater that may occur after heavy rainfall events. A model with a tracer included was ran to determine how long the exchange of water would take if a breakwater was constructed at the base of Olivers Hill. The results of this investigation have been included in section 7.

## 3 Concept Options

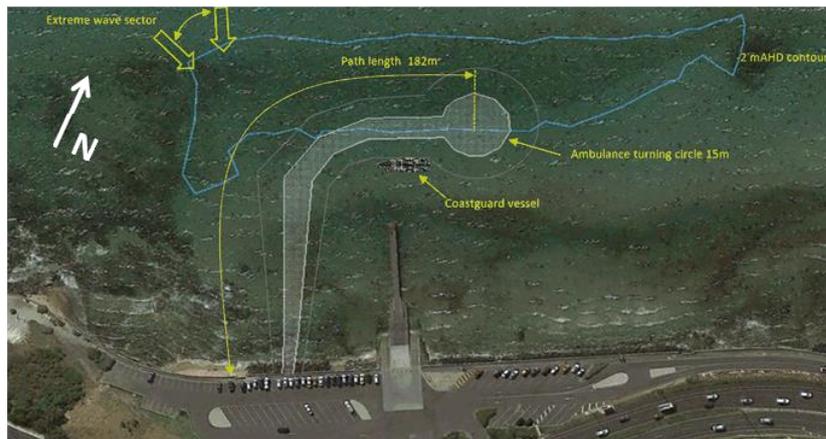
A number of breakwater layouts have been considered as part of the scope of works. The considered breakwater arrangements are discussed in detail below. During the project each of the presented concepts were assessed using a Multi Criteria Analysis (MCA, section 4.1) and in subsequent workshops to ascertain the breakwater layout that would achieve both the Coastguard and Council objectives.

Please note the options presented below are numbered in relation to their development and the MCA Workshop, where option one was the current arrangement or no protection from waves.

### 3.1 SINGLE ARM BREAKWATER, OPTION TWO

Initially a single arm breakwater of approximately 183 m in length was considered, Figure 3.1. This breakwater was considered as option two in the MCA and designed based on the following brief:

- Provide a safe all weather mooring for Coastguard vessels,
- Allow for direct transportation of sick or injured passengers to an ambulance,
- Be positioned at a depth of 1.5 m below LAT or -2 mAHD to allow for safe navigation of Coastguard vessels,
- Allow for mooring of up to three vessels.

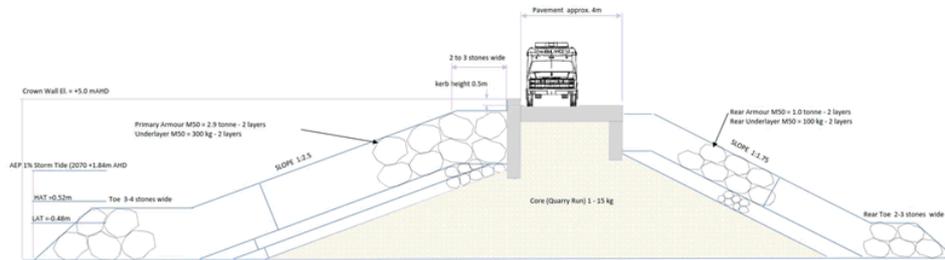


**Figure 3.1 Single Arm Breakwater**

The breakwater was designed to limit waves from the west-south-west to north-north-west. The coastguard vessel was positioned within the lee of the breakwater arm and therefore protected from the dominant fetch directions at the site. During the MCA workshop concern was expressed that the turning circle by itself would not protect from northerly winds.

**Breakwater Assessment**

The breakwater arm was design as rubble mound breakwater which was readily accessible from land by emergency vehicles, Figure 3.2. For this purpose a four metre wide pavement was included at the top of the breakwater and a turning circle located at the end of the breakwater.

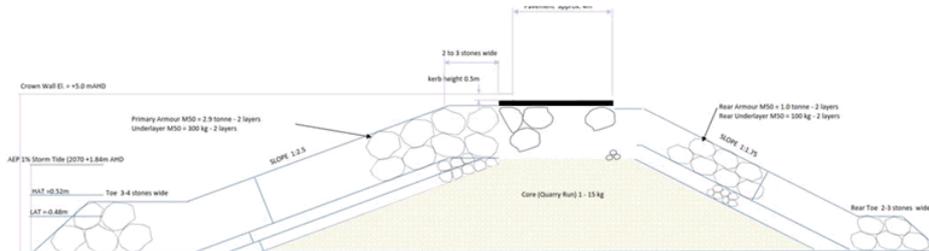


**Figure 3.2 Single Arm Breakwater Cross-section**

This concept design was based on the finding of the numerical model that one breakwater arm would be required to provide a good wave climate at the location of the coastguard vessel mooring. However, during the MCA workshop it became apparent that a requirement of the local Coastguard was that the wave climate at the boat ramps complied with AS 3962 -2001. A single arm breakwater will not comply with AS 3962-2001 at the boat ramp and/or jetty locations.

**3.2 SINGLE ARM BREAKWATER – NO AMBULANCE ACCESS, OPTION THREE**

As part of the MCA, an alternative to the single arm breakwater was presented. Option three did not allow for ambulance access to the coastguard vessel. Hence, the heavy concrete roadway was not included as part of this design, Figure 3.3. Transfer of injured passengers was to occur via the coastguard vessel berthing at the Jetty.



**Figure 3.3 Single Arm Breakwater No Ambulance Access**

During the MCA this option rated lower than the single arm allowing ambulance access, due to the following criteria:

- Safety: no direct access under all weather conditions for emergency vehicles, vessel has to access Jetty,
- Ease of use: direct transfer of injured people not available,
- Future adaptation: access path not as robust for future development,
- Social Recreational Benefit: roadway not as readily accessible, and
- Operational costs: maintenance vehicles cannot access end of breakwater as readily.

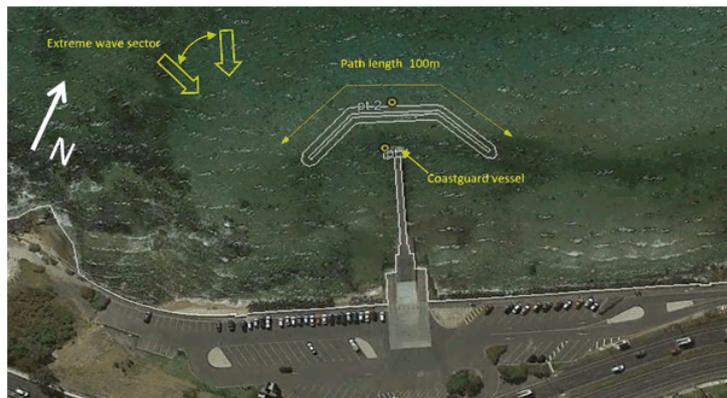
### 3.3 OFFSHORE BREAKWATER – PONTOON AT END OF JETTY, OPTION FOUR

As an alternative to the attached breakwater, an offshore breakwater of approximately 100 m that “wrapped around” the end of the Jetty, Figure 3.4 was developed. This concept would be less expensive to construct while providing protection for the Coastguard and the end of the jetty during extreme weather events.

As this breakwater would not need to be accessible from land, overtopping limits would not need to consider pedestrians. This meant that the overall breakwater crest height and the length of the breakwater arm were able to be reduced.

This type of structure would not interrupt the flow of sediment transport along the actual coastline. Sediment travelling around Olivers Head however could be deposited on the seaward side of the breakwater arm.

The breakwater was designed to include a permanent pontoon mooring for the coastguard at the end of the existing jetty. As the existing jetty was not constructed to accommodate loads associated with vehicular traffic, any injured people would need to be transported to ambulance via the ambulance’s gurney / stretcher.



**Figure 3.4 Offshore Breakwater**

During the MCA, option four was found to rate lower than the attached breakwater options for the following options:

- Safety: emergency vehicle cannot as readily access coastguard vessel,
- Refuge Capacity: less than attached option,
- Ease of Use: mooring not as sheltered, ease of transfer lower for injured passengers,
- Future adaptation: difficult to facilitate construction or modification,
- Social / Recreational Benefit: no perceived benefit above what currently exists, and
- Construction Risk: more risk in construction of an offshore breakwater.

### 3.4 OFFSHORE BREAKWATER – MOORING PILES ONLY AT END OF JETTY, OPTION FIVE

As an alternative to the offshore breakwater, during the MCA option five was presented where the pontoon at the end of the Jetty was replaced with mooring piles. This option was the least preferred option of the five options examined during the MCA. This was as although this option scored similarly to option four (offshore breakwater with pontoon at end of Jetty), for the following criteria it scored lower:

Breakwater Assessment

- Safety: ability to launch and retrieve vessels not as simple as with pontoon included,
- Ease of Use: inclusion of a pontoon makes transfer of passengers simpler, and
- Social / Recreational Benefit: perceived benefit slightly lower than what currently exists.

**3.5 DOUBLE ARM BREAKWATER**

In order for an AS 3962 -2001 "good" wave climate to be achieved at the boat ramps, an additional breakwater arm on the northern or Frankston side of the boat ramp is required. Based on feedback during the MCA Workshop a double arm breakwater was designed that would allow for the following design criteria to be met:

- Provide a safe all weather mooring for Coastguard vessels,
- Boat ramp to provide safe wave climate in accordance with AS 3962-2001
- Allow for direct transportation of sick or injured passengers to an ambulance,
- Coastguard mooring to be at a depth of 2.0 m below LAT or -2.5 mAHD (to include 0.5 m siltation allowance) to allow for safe navigation of Coastguard vessels,
- Allow for mooring of up to two Coastguard / Water police vessels, and
- Include single point vertical swing moorings for refuge vessels.

This breakwater resulted in a main breakwater arm length of 342 m and a secondary arm length of 224 m, Figure 3.5. The entrance to the safe boat refuge area was between two parallel sections of breakwater arm. These arms protected the ramp and coastguard vessels from waves and prevented siltation of the channel, in particular from the west or Mornington direction. However during a workshop on the 12 September 2018, representatives from the Frankston Coastguard and Volunteer Mornington Rescue expressed concern that the entrance to the breakwater would not allow for ease of navigation in particular when towing a vessel. It was recommended that an opening that allowed for accessibility from more directions be examined.

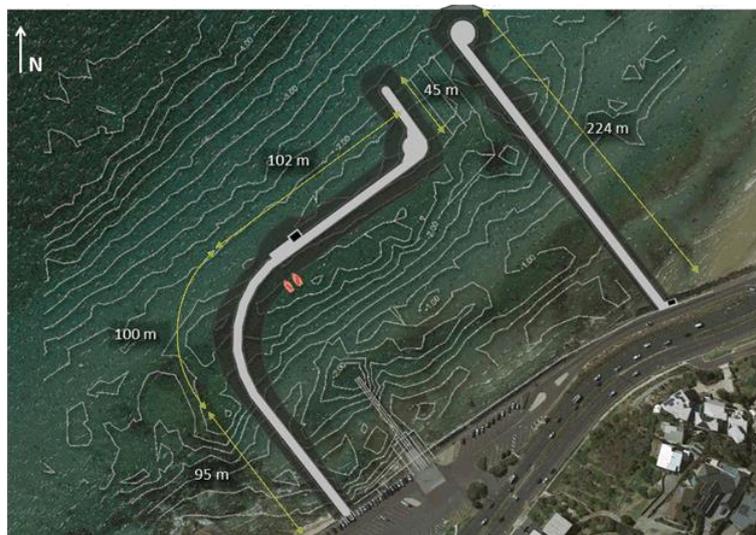


Figure 3.5 Double Arm Breakwater

Breakwater Assessment

The footprint of this breakwater was designed to allow for the inclusion of refuge moorings. Single point vertical moorings for a 10 m length vessel, would need to be spaced 25 m apart to allow for vessels to swing with the tide and/or wind. It was estimated that up to three refuge single point moorings could be accommodated within this concept layout, Figure 3.5. However, concern was raised regarding the footprint size of the development and that it could be perceived to be a marina. As the provision of refuge mooring was not one of the two essential items for the design of the safe boat refuge, but a nice to have, fixed refuge spaces were removed from the design brief and a smaller more compact concept was developed.

**3.6 REFINED DOUBLE ARM BREAKWATER, APPROVED CONCEPT LAYOUT**

Following feedback regarding the larger double arm breakwater, a refined design was developed, Figure 3.6. This breakwater had a much smaller footprint and allowed for ease of navigation through the entrance to both the Coastguard mooring location and the boat ramp.

The layout of the safe boat refuge was presented by Council to the Frankston Coastguard on 21 September 2018. At this meeting this Concept was approved and endorsed as the most practical in terms of size and location of refuge. It is this concept that has formed the Basis of Design report, MEJ852-TD-MN-DBR-0001 (KBR, 2018).

Since basis of design report was prepares, Council have confirmed that public access will not be allowed on the outer or western breakwater arm. The preferred concept option has a roadway only on the eastern arm, Appendix C. Cost estimates for this concept have been included in section 8.



**Figure 3.6 Approved Concept Layout**

All coastal processes assessments and cost estimates included in this report pertain to this concept layout only.

**3.7 ALTERNATIVE SOLUTIONS**

A number of alternative concepts could be investigated if the breakwater is found to be cost prohibitive. Some of the possible scenarios that could be examined are outlined below. Please note, none of these alternative options have been costed to form comparisons with the proposed concept design. They are simply alternative scenarios that could be examined if required.

### 3.7.1 Upgrade of Existing Jetty.

In this scenario, the existing jetty would be upgraded from the existing 5kPa loading to the equivalent of a 10kPA load rating structure. This will allow for ambulance access direct to the vessel. The jetty would include a small breakwater and/or wave screen that would provide protection to the Coastguard vessel. This structure would not interrupt the process of sediment transport.

Please note, the jetty would have to be constructed so that the deck was high enough to ensure overtopping remained within the limits as set for vehicles and emergency workers in Eurotop (2016).

This option does not provide protection for recreational vessels to retrieve their vessels during extreme weather events.

### 3.7.2 Upgrade to Coastguard Vessels

As stated above the location of the breakwater was governed by the requested Coastguard depth of 1.5 m below LAT or approximately -2.0 mAHD. The Water Police however were accepting of a depth of 1.0 m below LAT. The difference in the requirements was determined to be due to the type of motors that the vessels had. With the Coastguard having shafts and the Water Police having upgraded to jet propulsion, so able to navigate shallower water easier. As part of the detailed design, it is recommended that a cost comparison into providing a new vessel to the Coastguard versus extending the breakwater arm be examined. The timing of this may be of importance, as the Coastguard have recently been allocated funds for the purchase of a new vessel.

### 3.7.3 Dredging of the Safe Boat Refuge

The breakwater arms could be reduced if large scale dredging of the area was to occur to ensure a navigational depth of -2.5 mAHD. This would involve dredging of not only the safe boat refuge but also of an entrance channel from the bay to the head of the breakwater arms. There is a possibility that this entrance channel would require on-going dredging to ensure it was navigable.

## 4 Multi-Criteria Analysis

A Multi Criteria Analysis (MCA) Workshop was held at Frankston City Council offices on 20 August 2018. The workshop was attended by representatives of Council; KBR; the Frankston Coastguard; Parks Victoria; Department of Land Environment Water and Planning (DELWP); Emergency Management Victoria and Volunteer Marine Rescue Service, Mornington. The Water Police and Transport Safety Victoria were unable to attend.

A MCA is a way in which options can be considered in a decision making process by assessing each option in relation to selected criteria and the assigned weighting of the criteria. A detailed description of the MCA process has been included in Appendix D.

### 4.1 OPTIONS TO BE CONSIDERED

As part of the MCA five options were considered, these were as follows:

- Option One: Existing Jetty access, no breakwater
- Option Two: Attached breakwater with emergency vehicle accessibility during extreme weather events
- Option Three: Attached breakwater no vehicle access
- Option Four: Offshore breakwater, pontoon for coastguard mooring
- Option Five: Offshore breakwater, mooring piles only for coastguard

Please note, the existing jetty arrangement was included so it could be ascertained whether it is beneficial to construct a safe boat refuge at this location.

The details of each of the options has been included in section 3 of this report.

### 4.2 CRITERIA

As part of the MCA the criteria by which each of the possible options for constructing an all-weather facility at Olivers Hill were determined. A total of eleven criteria were agreed upon by which each of the five options were assessed. The criteria and associated descriptions have been include in Table 4.1.

Breakwater Assessment

**Table 4.1 Assessment Criteria**

Criteria	Description
<b>A Safety</b>	Ability to launch and retrieve vessels safely during adverse weather conditions, i.e. wave height at boat ramp and jetty complies with AS3962 -2001 conditions for "good" wave climate or Hs = 0.3m for 68% AEP event Coastguard vessel secure, allows for safe navigation of all coastguard vessels Emergency vehicles able to access injured personnel safely during all weather conditions
<b>B Refuge Capacity</b>	Number of vessels that can shelter within the lee <sup>1</sup> of the breakwater during adverse weather conditions, not including at jetty or vessels retrieved from water
<b>C Ease of use</b>	Ease of navigation, berthing, mooring. Transfers <sup>2</sup> of injured / deceased people
<b>D Future adaptation</b>	Ease of adapting the facility in the future. E.g. breakwater trafficable surface upgraded or ancillary <sup>3</sup> uses incorporated.
<b>E Alternate Social / Recreational Benefit</b>	Impact on the general public in terms of social wellbeing e.g. recreational boat users, fishing activities or walkers etc.; negative: decrease in recreational vessels accessing the location or a reduction in fishing opportunities.
<b>F Environment, Coastal Processes, Fauna and Flora</b>	Impact on coastal processes: i.e. sediment transport along Frankston Beach, etc. Adverse impact is loss of sand from the system and/or erosion of the beach. Environmental impact of breakwater, i.e. on existing marine flora and fauna: positive formation of new habitats; negative: loss of habitat or non-recovery of a species.
<b>G Cultural Heritage</b>	Existing cultural heritage is impacted as part of the project, for example a negative impact would be if middens were disturbed as part of the breakwater construction.
<b>H Approvals risk</b>	Effort required to gain statutory permits and/or approvals. This would include the requirement for an Environmental Impact Statement (EIS) and/or planning permits for the construction of the breakwater.
<b>I Construction risk</b>	Construction methodology <sup>4</sup> and inherent risk that may lead to delays and costs
<b>J CAPEX</b>	Capital cost of new structure: i.e. cost to construct proposed breakwater
<b>K OPEX / REVEX</b>	Operating costs and maintenance costs <sup>5</sup> : i.e. dredging, operation of sand bypass system, pontoon replacement, gangways, ongoing maintenance for breakwater damage, etc.

Notes

- Lee refers to the landward or sheltered (from wave attack) side of the breakwater.
- Ease of transfer refers to the transfer the patient directly from the vessel to an emergency vehicle, with shorter journeys between the vessel and vehicle rating higher.
- An example of an ancillary use may be the inclusion of a handrail or viewing platform.
- Specific construction techniques and the location and layout of breakwater will be finalised as part of detailed design and therefore were not discussed at the workshop.
- OPEX/REVEX was assessed qualitatively not quantitatively, so each option was compared in terms of the anticipated maintenance costs not in terms of actual on-going dollar values. For example, in terms of damage to the breakwater, the attached breakwater is readily accessible, whereas repair of the offshore will be more complicated and would therefore score higher.

As part of the assessment each criteria, were scored an integer (or whole number) between one and ten. The scaling for each criteria has been included in Table 4.2.

**Table 4.2 Criteria Scaling**

Criteria		Scale		
		1	5	10
A	<b>Safety</b>	Clearly Not Aligned		Complete Alignment
B	<b>Refuge Capacity</b>	Low. Nil Vessels		High. >20 Vessels
C	<b>Ease of use</b>	Complex / difficult		Simple / easy
D	<b>Future adaptation</b>	Difficult		Straight-forward
E	<b>Alternate Social / Recreational Benefit</b>	Adverse Impact	No Change	Positive Impact
F	<b>Environment, Coastal Processes, Fauna and Flora</b>	Adverse Impact	No Change	Positive Impact
G	<b>Cultural Heritage</b>	Adverse Impact	No Change	Protection of Heritage area
H	<b>Approvals risk</b>	Major effort / time / cost. Unattainable		Minor effort / cost / time Readily obtainable
I	<b>Construction risk</b>	High risk		Low risk
J	<b>CAPEX</b>	Most Expensive		Least Expensive
K	<b>OPEX / REVEK</b>	Most Expensive		Least Expensive

**4.3 WEIGHTING OF CRITERIA**

When developing an option, typically not all criteria are equal in terms of significance. As part of the MCA each criteria was therefore weighted, so criteria deemed to be important would have a higher weighting than those not as important; for example in this case: Criteria A: Safety is given a higher weighting than a criteria of less significance, Criteria D: Future Adaptation.

Weightings were initially ascertained using a paired comparison matrix, Table 4.3. This matrix assessed criteria against one another. With the criteria deemed to be more important included in the matrix, for example in Table 4.3, the Ease of Use (Criteria C) was deemed more important than the Refuge Capacity (Criteria B), so a C was scored in the matrix.

The frequency that each criteria was deemed more important was then determined for each criteria. When the criteria was deemed to be of less significance than all other criteria, that is the criteria scored a zero (for example criteria D), in order that the criteria remained valid in the assessment a value of 0.5 was allocated. The weightings were then calculated based on the percentage of occurrence of each criteria, e.g. Safety: frequency 10;  $10/55.5 \times 100 = 18\%$ , where 55.5 is the total frequency as allocated to all criteria. The frequency and weightings as calculated based on the paired comparison have been included in Table 4.3.

Breakwater Assessment

**Table 4.3 Paired Comparison of Criteria**

Criteria		A	B	C	D	E	F	G	H	I	J	K	Frequency	Weighting %
Safety	A		A	A	A	A	A	A	A	A	A	A	10	18%
Refuge Capacity	B			C	B	B	F	B	B	B	J	B	6	11%
Ease of use	C				C	C	F	C	C	C	J	C	7	13%
Future adaptation	D					E	F	G	H	I	J	K	0.5	1%
Alternate Social / Rec. Benefit	E						F	G	H	I	J	K	1	2%
Environment, etcera	F							F	F	F	F	F	9	16%
Cultural Heritage	G								H	I	J	K	2	4%
Approvals risk	H									I	J	H	4	7%
Construction risk	I										J	I	5	9%
CAPEX	J											J	8	14%
OPEX / REVEX	K												3	5%

As part of the MCA workshop, the weightings in particular for safety, environment and cost were adjusted so that they were significantly higher than the rest. The weightings were varied so that the impact of an individual weighting on the preferred option could be ascertained.

**4.4 WORKSHOP OUTCOME**

During the workshop attendees worked in groups of two or three to determine the score for each criteria. An average of all the scores was then input into the MCA, Table 4.4. The score for each criteria was then multiplied by the weightings as included in Table 4.3, to give a rank, with the highest ranked option being the preferred option. The outcome of the workshop noted that the attached breakwater or option two was the best option, Table 4.4

However, during the workshop some concerns were raised in relation to the design. These were as follows:

- wave climate at the actual boat ramp,
- limited protection from northerly waves,
- number of vessels able to be accommodated in terms of:
  - the feasibility of boats being able to moor during storm events,
  - the size of the swing radius,

Based on feedback from the Multi Criteria Workshop, double arm breakwater concepts were developed.

Breakwater Assessment

**Table 4.4 Results of Multi Criteria Analysis**

Criteria	Weighting	Option 1	Option 2	Option 3	Option 4	Option 5
Safety	18%	1	8	6	4	3
Refuge Capacity	11%	1	6	6	3	3
Ease of use	13%	1	7	5	3	2
Future adaptation	1%	2	8	5	2	3
Alternate Social / Rec. Benefit	2%	3	9	6	5	4
Environment, etcera	16%	4	4	4	5	5
Cultural Heritage	4%	4	4	4	5	5
Approvals risk	7%	8	4	4	5	5
Construction risk	9%	9	5	5	2	2
CAPEX	14%	10	2	3	3	3
OPEX / REVEX	5%	10	4	3	4	4
Total out of 10	100%	4.6	5.2	4.6	3.7	3.4
Rank		2	1	3	4	5

# 5 Hydrodynamic Model

## 5.1 SET-UP

### 5.1.1 Model Grid

The hydrodynamic model of the project area was created using the Deltares Delft 3D model. The model was run using two grids. A coarser grid covering all of Port Phillip and a finer Frankston grid that extended from Canadian Bay, Mount Eliza to Seaford, Figure 5.1. Please note only every fifth grid line has been shown in Figure 5.1. The finer grid was based on a curvilinear grid with grid sizes ranging from 5 m at the breakwater site to 90 m along the offshore boundary. The Port Phillip model was used to inform the boundary conditions of the Frankston Grid.

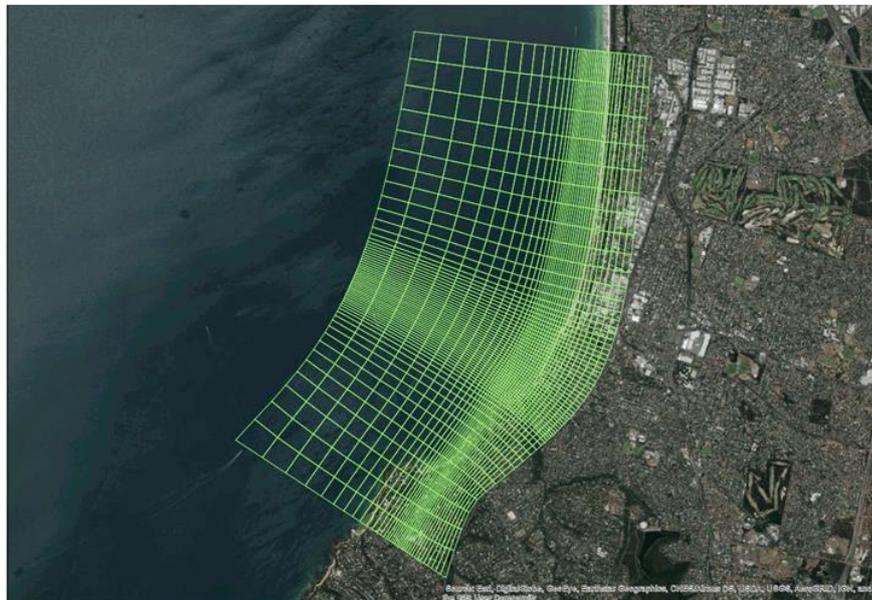


Figure 5.1 Frankston Grid Model Extent, every 5<sup>th</sup> grid line shown

### 5.1.2 Boundary Conditions

In order to generate the numerical model, water levels outside of the Heads are required. Cardno Lawson and Treloar (2007) found that the surface elevations within the Heads can be predicted using the Australian National Tide Tables (ANTT, 2017) Lorne tidal constituents with the following modifications:

- M2 amplitude increased by 0.073 m and phase lag decreased by 3 degrees, and

- O1 phase lag increased by 5 degrees.

The Port Phillip model consisted of an offshore water level boundary and a current boundary at the location of the Yarra River. The water level boundary was based on water levels predicted using the adjusted constituents at Lorne plus the measured residual as recorded at the Williamstown tide gauge.

The boundaries for the Frankston model consisted of water level and current boundaries and were extracted from the Port Phillip model

Waves at Frankston are fetch-limited and therefore derived from local winds within Port Phillip. The wave climate within Port Phillip Bay was modelled using the Simulating WAVes Nearshore (SWAN) III model (Ris et al., 1999). SWAN is a numerical wave model based on the wave-action balance equation. The model is capable of taking into account wind energy, white-capping, depth-induced breaking, bottom friction and wave-wave interaction. As the SWAN model allows nesting of the model grids, the boundary for the Frankston wave model was determined as part of the model run.

### 5.1.3 Wind

As local winds determine the wave climate and wind driven currents at the site, a spatially varying wind field was used based on winds from Point Wilson and Fawkner Beacon in the north of the model and from South Channel in the south of the model, Figure 5.2.



Figure 5.2 Spatially Varying Wind

## 5.2 CALIBRATION AND VALIDATION

The model was calibrated for the time period: 14/03/2018 to 22/03/2018, as it included both a storm event and periods of calm weather.

### 5.2.1 Port Phillip Model

The Port Phillip model was calibrated against the measured water levels from the BoM gauges at Williamstown and Hovell Pile. A comparison between the measured data and the data extracted at the model from both of these locations has been included in Figure 5.3 as Quantile – Quantile or Q-Q Plots.

A Q-Q plot, is a comparison of the data in terms of quantiles, for example the 0.9 (or 90%) quantile or point at which 90% of the measured data is below this value is plotted against the level at which 90% of the modelled data was below this water level. Q-Q plots are useful in model comparisons as they remove any discrepancies arising from any differences in time between the model and observed data. The fit of the data is indicated by the  $R^2$  value, with the closer the value to 1.0, the better the fit between the model and measured data.

The Q-Q plots indicate that the modelled water levels are slightly over predicting the measured water level at both Hovell Pile and Williamstown. Overall, though the model accurately represents the measured water levels as indicated by the  $R^2$  values of 0.98 and 0.99.

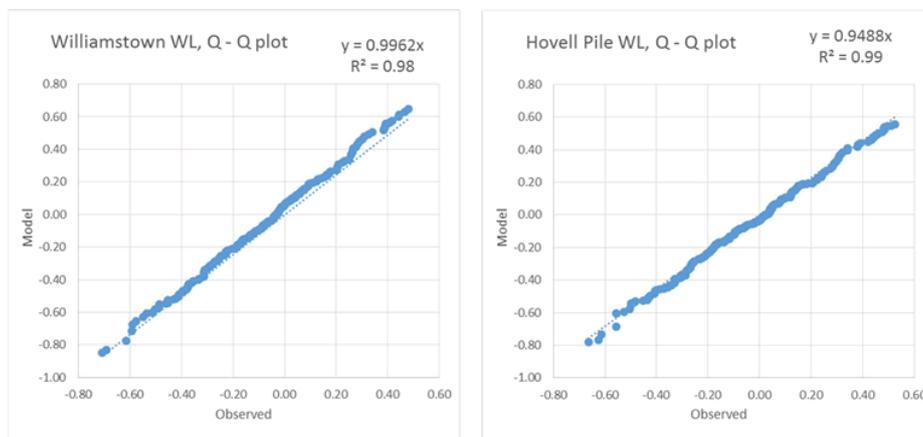


Figure 5.3 Q-Q Plots of Observed and Modelled Water Levels at Williamstown and Hovell Pile

### 5.2.2 Frankston Model

The Frankston model was calibrated using wave and current data measured by the ADCP deployed in eight metres of water off Olivers Hill, Figure 2.1.

#### Wave Calibration

The ADCP was deployed from 09/02/2018 to 23/03/2018. Waves were measured by the ADCP every two hours and the wave period was limited to three seconds and above.

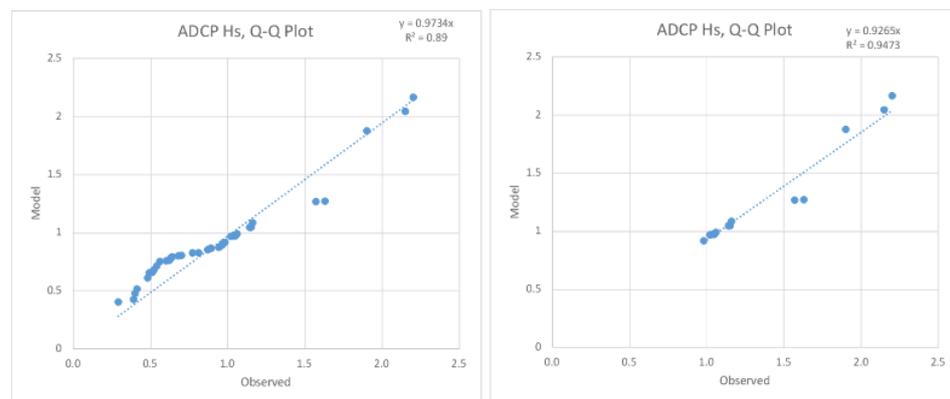
It is noted during the deployment a number of waves were recorded with significant wave heights of 0.1 m. These are typically derived by local winds forming "chop" over the surface of the water or indicate periods of calm weather. Due to the unrealistic discrepancy that can arise with small waves, small changes in wave heights are exacerbated. Given the limited impact these waves have on the design cases, the period for the wave calibration was selected to limit the amount of events that measured significant wave heights of less than 0.2 m. The period for wave calibration was therefore 17 – 20 March 2018, during which time the measured significant wave heights were all 0.2 m or above.

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The Q-Q plots, Figure 5.4(a) indicates that for lower wave heights (less than approximately 1m) the model is over estimating and is therefore slightly conservative. For higher wave heights the model appears to be slightly under.

When wave heights of less than 1 m are removed from the analysis (as shown in Figure 5.4(b)), the R<sup>2</sup> approaches 1 and therefore indicates greater accuracy of the wave heights being predicted by the model is more consistent for higher wave events.

Differences between wave measurements and the wave models are typically related to the wind fields. As the wind at Frankston is being interpolated from the data measured at Fawkner Beacon and South Channel, some discrepancies are to be expected. This would be especially pronounced during periods of calm or light winds, where wind conditions would vary across the bay. During frontal systems that accompany the larger wave heights, winds would be very similar in strength and direction across the bay. Hence the fit of the model is more accurate during periods of strong winds than during periods of low winds.



**Figure 5.4 Q-Q Plots of Observed and Modelled Wave Heights at ADCP location**

**Current Calibration**

Current speeds were averaged every 15 minutes during the deployment. The current data indicates that there is a lag in the currents associated with the turning of the tide. This phenomenon is common within Port Phillip especially along the coastline.

In areas such as this, where current speeds are weak, it is difficult to replicate wind driven currents accurately. As the model is not being used to predict current flows in terms of design conditions, but rather to imitate the tidal movement of the sea bed it is not a requirement of the model for it to accurately represent the measured data.

When comparing the statistical data for the model and measurements from the 14 – 22 March (Table 5.1) the model was found to reproduce the current speeds measured at the site.

Although currents within the model did not reach the maximum speed measured during the deployment, the rest of the data indicates that the model is predicting the overall current behaviours at the site. With the exception of the difference in the maximum depth averaged current, the statistics show that the model is slightly higher than the measured data, Table 5.1.

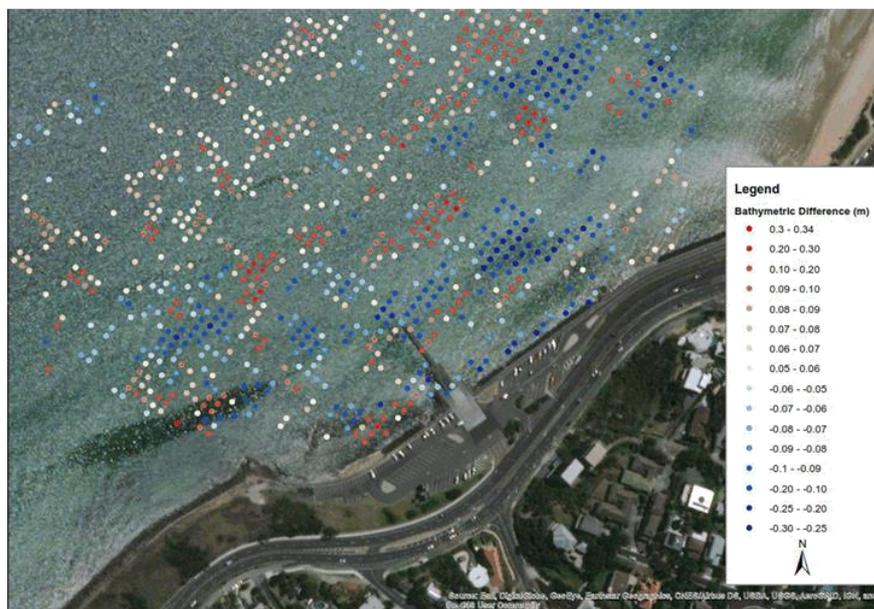
Breakwater Assessment

**Table 5.1 Comparison of Current Speeds (m/s) at ADCP location (existing condition).**

Frankston ADCP	Maximum	Minimum	Mean	Standard Deviation	90 <sup>th</sup> percentile	10 <sup>th</sup> percentile
Measured	0.17	0	0.06	0.04	0.11	0.02
Modelled	0.15	0	0.07	0.03	0.11	0.03
Difference (mod. – meas.)	-0.02	0	0.01	-0.01	0	0.01

**Sediment Transport Calibration**

Two hydrographic surveys were undertaken, one on the 12 February 2018 and the other 22 March 2018. Changes between the two surveys are indicated in Figure 5.5. Areas of deposition are represented as positive values (i.e. green to red) and areas of erosion are represented as negative values (i.e. blue).



**Figure 5.5 Changes in bathymetry as indicated by Surveys**

The hydrodynamic model was run from the 12 February to 22 March 2018 as a validation to determine how accurately it was able to replicate changes in the bathymetry during this period.

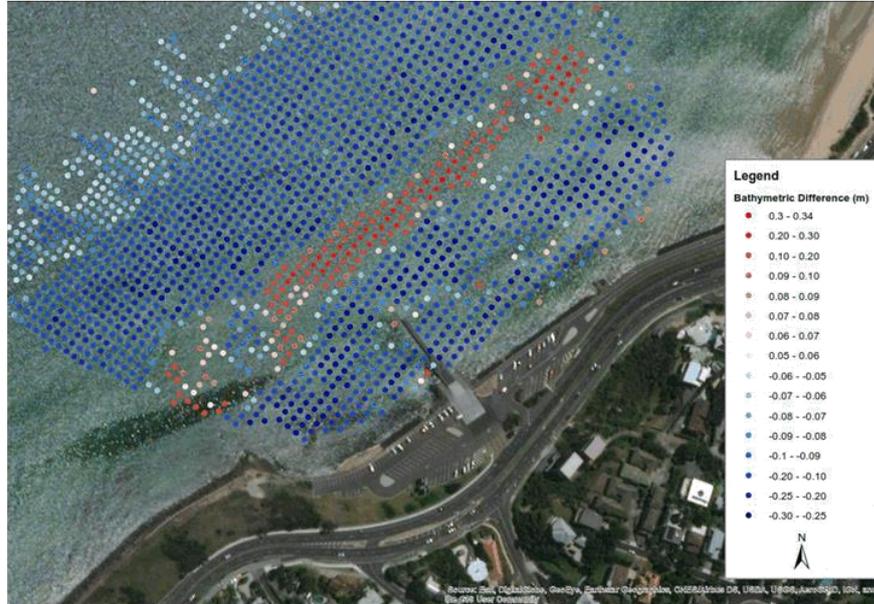
An average sediment grain size (D50) of 0.125 mm was adopted in the model, based on the D50 value referenced in AME (2013) for a sample taken near the pier. As initial results indicated that the model when compared to the survey data was overestimating sediment movement, the grain size or D50 value was refined as part of the modelling.

A final D50 of 0.5 mm or equivalent to a coarse sand was selected. As no additional information pertaining to sediment size at Olivers Hill was available, this D50 was used for all of the sediment transport modelling.

Comparison between the bathymetric changes in the model and the hydrographic surveys indicate an overestimation of the volume of sand being moved, as shown in Figure 5.6 compared with Figure 5.5. The

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sediment transport model was run with an equal volume of sand available to be transported throughout the model. In areas where there is limited sand available, e.g. areas that are underlined by rock, this will result in a model predicting the movement of more sand than would occur in reality. The model should therefore be viewed as a "sediment transport potential" model.



**Figure 5.6 Changes in Bathymetry, Model – Survey.**

At the site there are a number of rock outcrops both at the surface and just beneath that have an important effect on the morphological modelling findings. The extent of the rock could not be incorporated into the model due to a lack of surface and at-depth geological information. This lack of geological information is the normal modelling situation.

The prototype sand transport and morphological changes will be somewhat different to that indicated by the model. In this case, as suggested by Figures 5.5 and 5.6, the model provides a conservative estimate of sediment transport and deposition within the site. However as indicated by formation of the offshore sand bars, the model does reproduce the prototype sediment transport and morphological change patterns realistically. Hence the model is a useful predictive tool as a basis of comparison to assess development options.

## 6 Predicted Impact of Breakwater on Coastal Processes

The impact of the preferred concept design breakwater layout on the local hydrodynamics was assessed, by including the breakwater in the existing hydrodynamic model as a series of dry points and/or an obstacle and running the model again. Comparisons of the existing case (without the breakwater) and the developed case (with the breakwater) can then be made for the waves, currents and coastal processes (sediment transport).

### 6.1 WAVES

In order to compare the impact of the breakwater on the wave climate, a snapshot of the wave vectors from the highest wave event during the ADCP deployment (18/03/2018) were plotted, Figure 6.1. The wave vectors represent the wave height (scaled) and peak wave direction (indicated from the direction of the vector). The wave height has been plotted in a red-green colour scheme, where red represents the highest wave heights ( $H_s > 2.5$  m) and green indicates the smaller wave heights ( $H_s < 1.0$  m).

The figures indicate that the offshore wave climate does not change. The inshore wave climate is altered in the shadow of the breakwater, where wave heights are reduced within the lee of the breakwater arm.

The reduction in the wave height at the location of the coastguard mooring, in the lee of the breakwater (indicated in the Concept Design sketch, Appendix C), has been calculated using Goda (2000) imperial diffraction curves.

The wave climate at the coastguard mooring location indicates a 'good' to 'moderate' wave climate for small craft facilities under all the tested design conditions in accordance with AS 3962-2001 *Australian Standard: Guidelines for the design of marinas*.

The diffraction curves also indicate that the wave climate at the Jetty location would also be 'good' to 'moderate' in accordance with AS 3962-2001.

The wave climate calculated within the breakwater arm is indicative only and based on empirical equations for the feasibility assessment of potential development options. It is recommended, as part of the detailed design phase, that the diffraction around the breakwater head be physically modelled in a wave basin to confirm that the wave climate is suitable for the coastguard to safely berth during all weather conditions.

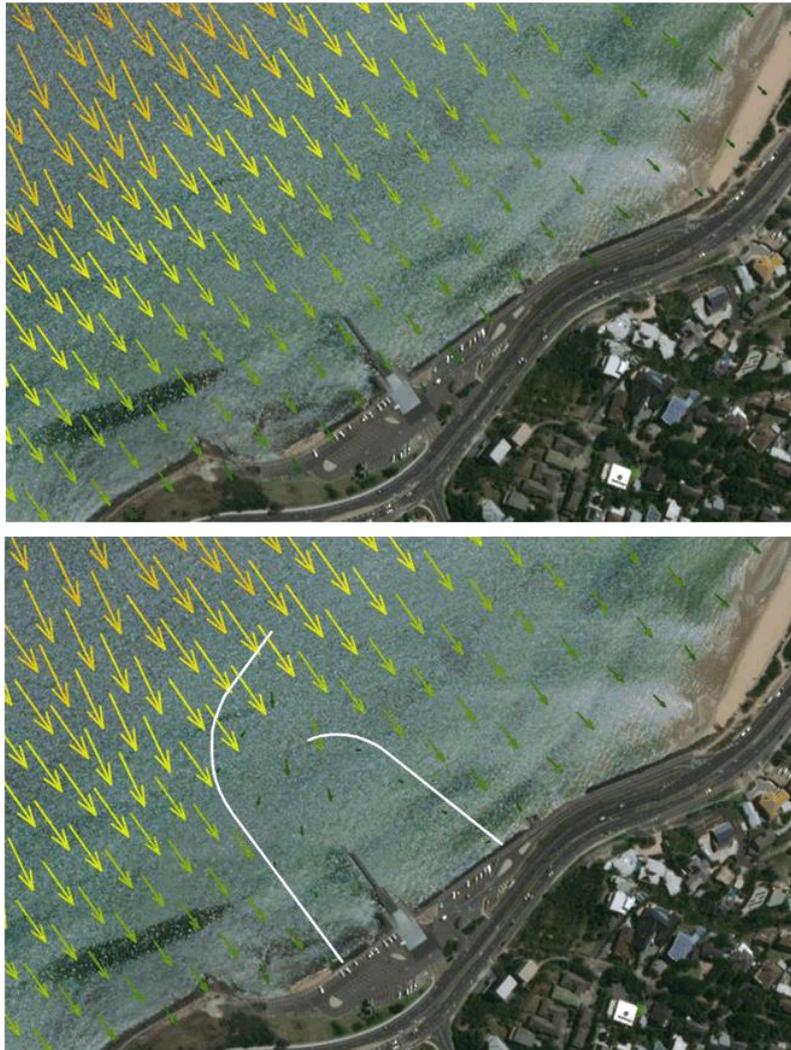


Figure 6.1 Significant Wave Height and Peak Direction Vectors, Existing (upper) and Developed (lower).

## 6.2 CURRENTS

Comparisons of depth-averaged currents during the March Spring tide (07/03/2018) for representative flood and ebb tidal cycles, with and without the proposed breakwater have been presented as vectors in Figures 6.2 and 6.3. The arrow head of the vectors indicates the current direction and the tail indicates the current speed (m/s). Current vectors for the developed case have been plotted in red over the existing case (in blue) to identify differences in current speed and direction.

### 6.2.1 Flood Tide

Flood tide occurs when the water is flowing into the bay. The existing condition shows that the flood currents were of similar magnitude (less than 0.05 m/s) offshore of Olivers Hill and along Frankston Beach, Figure 6.2, between the existing and developed scenarios.

To the west of the Jetty and along the car park at Olivers Hill, the vectors (shown in blue) for the existing case, indicate that the currents along this section of coastline are lower than those further offshore and along the beach. It is expected that this decrease in current speed from offshore to near-shore is due to the position of the revetment to the west of Olivers Hill and natural rock outcrops that exist just east of Olivers Hill.

With the breakwater included (developed case), the currents offshore of the breakwater can be seen to flow around the breakwater and then bend back towards the beach as indicated by the red vectors in Figure 6.2. This suggests that the breakwater may direct more currents (albeit weaker currents) towards the beach. During storm events or on-shore winds, there is potential for these currents to move sediment from the offshore sand bars toward the beach.

The model also indicates that although weak, there may be a tendency for currents to wrap around the end of the breakwater and transport sediment behind the breakwater, into the proposed safe boat refuge. The movement of sediment may be controlled by the installation of a small arm extension or the inclusion of a turning circle at the end of the western breakwater arm, perpendicular to the main breakwater arm. As the Council have acquiesced to undertake maintenance dredging within the breakwater arms, it may be possible to defer the construction of this additional arm, until the required maintenance dredging period is determined.

Further offshore from the breakwater, there is little to no change in the flood current patterns, with the directions and magnitudes being similar between the existing and developed cases.



Figure 6.2 Spring Flood Tide Current Vectors for Developed and Existing Scenarios.



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Hence, the sediment transport within the model is based on typical wave conditions that occur each year within Port Phillip not on a year of extreme events.

The change in sediment transport that would arise over a typical year, with the inclusion of a breakwater at Olivers Hill is indicated in Figure 6.4. Where the difference in bathymetry arising from the inclusion of a breakwater arm was determined by subtracting the final bed level (at the end of 12 months) of the existing scenario from the model predicted final bed level for the developed scenario, Figure 6.4. Areas of predicted sedimentation only have been indicated in Figure 6.5

Modelling indicates that sand travelling around Olivers Hill headland, will not build up along the western arm of the breakwater, but will move around the breakwater and be deposited further eastwards of the breakwater. That is the flow of sediment is not interrupted per se, but diverted further east along Frankston Beach where it will form part of the offshore sand bars, Figure 6.4. The deposition of sand at the offshore bars should aid in the protection of the beach and during on-shore winds re-nourish the berm.

The sediment transport empirical calculations indicated that sediment transport towards Mornington predominately accompanied winds coming from the north through to south-east. The small window of wind directions when combined with the change in ebb currents results in a decrease in the amount of sand reaching the coastline along the Mornington side of Olivers Hill. During the site visit it was noted that this area of coastline is protected by a rock wall and at present contained little to no sand and/or beach material. As the model assumes a constant supply of sand throughout the site, the change in this location may only be a proportion of what is indicated in Figure 6.4.

The spring tidal currents (Figure 6.2 and 6.3) indicated that a small portion of the tidal flow during both ebb and flood tides will enter the safe boat refuge. Any suspended sediment accompanying these currents will therefore also enter the safe boat refuge, where it will settle as indicated in Figure 6.4. The model indicates that in order to maintain the channels at the required navigational depth, maintenance dredging will be required.



Figure 6.4 Difference in Bathymetry for Developed – Existing Scenario, Annual Winds

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**Figure 6.5 Areas of Sediment Deposition as Predicted by the Modelling**

**6.4 IMPACT ASSESSMENT**

The purpose of the model was to assess the impact that constructing a breakwater at Olivers Hill would have on the overall coastal processes. The model has indicated the breakwater will have the following effects on the coastal processes:

- Currents: changes restricted to within immediate vicinity of the breakwater,
- Wave: wave heights reduced within lee of breakwater arm,
- Eastwards Sediment Transport: the flow of sediment is not interrupted per se, but diverted further east along Frankston Beach. Sand is deposited on the offshore sand bars and should protect the Frankston foreshore and during on-shore winds move sand onto the berm. A limited amount of sand is trapped along the western breakwater arm.
- Westwards Sediment Transport: at present there appears to be a limited sand source at the Olivers Hill headland, with no beach material present. What sediment currently reaches this area will be further reduced by the breakwater.
- Dredging: due to sediment accompanying inflow into the safe boat refuge, maintenance dredging will be required to maintain the channels at the required navigational depth.

## 7 Impact of Breakwater on Sweetwater Creek

Sweetwater Creek extends from the foothills of the Frankston Reservoir to the Port Phillip, where it is discharged through two 1575 mm culverts. The Creek predominantly flows through Sweetwater Creek Nature Reserve and although it does collect storm water from nearby residential areas is understood to be in very good condition.

During the project Council have asked a number of questions in relation to the creek and the impact that constructing a breakwater may have on the creek:

- Disruption of flow,
- Dispersion of sediment plumes, and
- Exchange of water.

Council have expressed concern regarding the potential for sediment plumes to form within the breakwater and have requested more information regarding the anticipated time for the plume to disperse.

### 7.1 DISRUPTION OF FLOW

Although the breakwater arms will confine the direction that the flood water flows into Port Phillip, there will be no change to the tidal planes that currently exist at Olivers Hill.

The presence of the breakwater should therefore have no adverse impact on the flow of flood water through the culvert to Port Phillip.

### 7.2 MODELLING OF WATER EXCHANGE

At the time of this report it was not confirmed whether sediment plumes arising from flood waters discharging from Sweetwater Creek are common or do occur.

In conjunction to the dissipation of a sediment plume, at the site is a boat ramp, KBR believe it is important to have an understanding of the time taken for water within the breakwater to exchange with Port Phillip.

In order to assess the exchange of water within the breakwater, the existing hydrodynamic model was run with no wind or waves included. This meant that all mixing was from tidal movement only and discharge from the Sweetwater Creek drain. As this area is a low tidal movement area, all movement within the safe boat refuge would be predominantly controlled by flow out of the storm water drain. As there was limited mixing, the model results will be conservative in the time taken for a sediment plume to disperse.

Council have provided an estimate of flow under flood conditions at Sweetwater Creek to be 4m<sup>3</sup>/s. Within the model, the Creek was assumed to be initially flowing at capacity and then the flow decreased in accordance with Table 7.1. Please note, these flows have not been based on actual measured data but were selected so that flow from the drain is reduced as quickly as possible so that a conservative value for the exchange of water is obtained.

**Table 7.1 Model Discharge**

Time (minutes)	Flow from Drain (m <sup>3</sup> /s)
0	4
30	1
60	0.5

In order to assess the movement of a spoil plume and/or the exchange of water within the safe boat refuge, a tracer was released at the location of the drain. An additional tracer was located alongside the eastern breakwater arm to ascertain how long it would take water or other pollutants to move from this location.

**7.3 EXCHANGE TIME**

The model indicated that during a period of calm and low discharge it would take approximately 26 hours for a spoil plume located at the outlet of the drain to move beyond the breakwater arms into the Bay. The exchange of water from along the eastern breakwater arm would occur after approximately 33 hours. The inclusion of wind, wave action or higher flows from the drain outlet, will increase the formation of wave, wind and velocity currents which will all aid in the mixing and movement of water within the safe boat refuge. This is supported by the increase in movement of the tracer once past the breakwater arms.

## 8 Basis of Capital Cost Estimate

### 8.1 ESTIMATE PURPOSE

The purpose of these estimates is to prepare capital cost options for the construction of a breakwater at Olivers Hill, Frankston. This concept study estimate basis report is to assist Council in the decision making process and gain potential approval for funding from both state and federal government.

### 8.2 ESTIMATING METHOD

In support of the purpose, KBR have developed five estimates to AACE International class 4 Estimate Guideline with a nominal accuracy of -30% to +50%.

Please note the accuracy of an estimate relates to the degree in which the final cost of a project may vary from the estimated cost and reflects the level of the design at which the cost estimate was provided, in this case conceptual.

The accuracy is not the same as the contingency of the project and should not be regarded as one and the same.

The accuracy means that the cost estimate could fluctuate by 40% in either direction. For a more accurate cost estimate detailed design of the breakwater needs to be undertaken. During detailed design the following would be confirmed:

- multiple cross-section of the breakwater to increase accuracy of the quantities,
- rates for materials, equipment and labour finalised, and
- construction methodology as specified in the technical specification.

The estimate has been developed in accordance with KBR Business Procedures System P4-1 Estimating Standards.

The estimates have been developed in accordance with construction delivery design and construction (D&C) methodology.

### 8.3 CURRENCY

The estimate have been developed in Australian Dollars (AUD).

### 8.4 ESTIMATE STRUCTURE

The estimates were compiled using Excel spreadsheet. Estimate summaries and detail printouts have been included at the end of this report.

Each estimated item has been identified both by the physical facility and trade commodity to which it belongs in order to provide meaningful summary reports and estimate analysis.

Scope of works represented in the work breakdown structure (WBS) and the options as outlined below.

### 8.5 ESTIMATES OPTIONS

Cost estimate below includes the following items:

- 514 m of Breakwater (over two arms),
- Ambulance Turning Circle and Vehicle Access on eastern arm only
- 500 mm thick concrete road pavement
- 2 battery powered navigational aids
- Floating Pontoon
- Dredging of approximately 400 m3
- 10 Road Lights and Poles

**Table 8.1 Capex Summary for Preferred Concept**

By Level 2 Facilities	Concept8
<b>Capex Cost – L2</b>	
Offshore Core Fill	Incl. Below
Rock Armour – Sea Side	Incl. Below
Rock Armour – Shore Side	Incl. Below
Concrete Walls	\$ 684,306
Road Pavement	\$ 1,002,336
Road Lighting	\$ 88,388
East Wall All-in	\$ 6,056,474
West Wall All-in	\$ 8,687,384
Service Pit	\$ 78,544
Floating Pontoon	\$ 363,889
Mooring Anchor Points	\$ -
Navigational Aids	\$ 73,620
	<b>\$ 17,034,939</b>

### 8.6 ESTIMATE BASE DATE

The estimates are presented at market condition as at 1 October 2018

### 8.7 QUANTITIES

The estimate has been developed using quantities derived from drawings, sketches or photos taken during the site visits for each location.

Where quantities were not available, historical similar project have been used and extrapolated to align with this scope of work.

Quantity information has been categorised to reflect the accuracy of scope definition as follows:

- Q1. Take-off from engineered detail design, e.g. detail drawings, equipment lists, schedules.

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- Q2. Take-off from engineered conceptual design, e.g. engineer's sketches or photos taken during site visits.
- Q3. Estimated from plot plans, GAs, PFDs, previous experience.
- Q4. Factored from previous project based on capacity.
- Q5. Order of magnitude allowance

Below is the estimate quantities basis distribution, Table 8.2.

**Table 8.2 Quantity Basis**

Commodity Description	Quantity	Unit of Measure	Cost AU\$ (000)	% Weighted on Cost	Q1	Q2	Q3	Q4	Q5
Geotextile	15,940	SM	\$ 476	4.64%			100%		
Breakwater Wall	57,591	CM	\$ 8,443	82.34%		100%		0%	
Concrete	480	CM	\$ 1,062	10.36%		100%			
Pontoon	1	Ea	\$ 219	2.14%		100%			
Lighting & Nav aids	10	Ea	\$ 53	0.52%				100%	
<b>Total Trade Commodity Cost</b>			<b>\$ 10,254</b>			<b>\$ 9,725</b>	<b>\$ 476</b>	<b>\$ 53</b>	
<b>% Weighted Total Trade Commodity Cost</b>				<b>100%</b>		<b>95%</b>	<b>5%</b>	<b>1%</b>	
<b>EPCM Indirects</b>									
Construction Temp. Facilities	1	Item	\$ 171						
Construction Support Services	1	Item	\$ 108						
Project Engineering Services (PMC)	1	Item	\$ 1,495						
Insurance/Taxes/Duty	1	Item	\$ 158						
Escalation	1	Item	\$ 305						
Contingency	1	Item	\$ 2,998						
D&C - Fee	1	Item	\$ 1,239						
Owners Cost	1	Item	\$ 308						
<b>Total Indirects</b>			<b>\$ 6,781</b>						
<b>Total All-in</b>			<b>\$ 17,035</b>						

**8.8 PRICING**

The Material and Equipment pricing used in the estimate have been derived from a combination of the following sources

- P1. Firm quotation - project specific.
- P2. Budget quotation - project specific.
- P3. Estimated from historical data of similar project.
- P4. Factored from previous project based on capacity / relationship.
- P5. Order of magnitude allowance.

**Table 8.3 Pricing Basis**

Description	Cost AU\$	P1	P2	P3	P4	P5
Material	\$ 7,435,582		92.43%		7.57%	
Equipment						
<b>Total</b>	<b>\$ 7,435,582</b>		<b>\$ 6,872,572</b>		<b>\$ 563,010</b>	
<b>% Weighted Total Cost</b>	<b>100.00%</b>		<b>92.43%</b>		<b>7.57%</b>	

**8.9 JOB-HOURS**

The estimate have been developed using job-hours derived from hours provided by either vendors, KBR or industry standards, crew-up by the estimator, KBR historical in-house rates for similar projects or allowance

Job-hours information has been categorised to reflect the accuracy of scope definition as follows:

- MH1. Vendor Estimate.
- MH2. Estimated with Standard
- MH3. Estimated with Crew-Up
- MH4. Historical In-House.
- MH5. Allowance

**Table 8.4 Job Hours Basis**

Description	MH1	MH2	MH3	MH4	MH5	Total Hrs
%Age Field Hours				100.00%		100.00%
<b>Total Field Hours</b>				<b>15,046</b>		<b>15,046</b>

**8.10 CONSTRUCTION TEMPORARY FACILITIES**

The estimate has considered cost for D&C contractor temporary facilities and used historical pricing to calculate the cost, also the estimate has made an allowance for PMC roll staff site facilities between \$20K up to \$170K pending on the Option taken.

**8.11 PMC & ENGINEERING DESIGN SERVICE**

An amount of PMC and Engineering Design Services has been allowed in all the estimates option at approximately 14% of cost, this is based on a typical industry standard %'age norms

**8.12 D&C FEE & OVERHEADS**

An amount for the Construction D&C Contractor fee has been allowed in all the estimates option at approx. 14% of direct cost, this is based on a typical industry standard %'age norms

**8.13 INSURANCE/TAXES/DUTY**

An Insurance/Taxes/Duty amount has been included at the rate of 1.5% of cost, based on current industry norms.

**8.14 ESCALATION**

An amount of escalation cost to cover 18 months duration from anticipated mid 2019 award has been allowed in all the estimates options to cover potential increase on estimated material and labour wage increase, no forward escalation beyond late 2020 is included if award is delayed impacting material award and completion date.

An escalation amount based on current CPI (Consumer Price Index) movement has been included in the estimate at the rate of 2.5% / annum.

## 8.15 CONTINGENCY

An amount of contingency has been provided in all the estimates options to cover the anticipated variances between the specific values given in the base estimate and the final actual project cost in order for the total estimated value to represent the most likely outcome.

It is expected that, should the project proceed, all contingency monies will be spent during the execution of the project. It is noted that contingency is not intended to cover changes from design performance, nor is it intended to cover the qualifications and exclusions listed.

A contingency amount has been included at the rate of 24% in accordance with AACE (American Association of Cost Engineers) guidelines for a class 4 estimate.

Please note contingency is not related to the accuracy of the cost estimate, but is included to typically cover costs associated with planning and estimating errors and/or omissions including minor price fluctuations.

## 8.16 OWNER COST

An amount of Owners Cost has been allowed in all the estimates option at approx. 3% of cost, this is based on a typical industry standard %age norms to cover cost like tendering, contracts, meeting attendance, owners staff labour cost, auditing, reviews, finance etc.

## 8.17 QUALIFICATION AND EXCLUSIONS

### 8.17.1 Qualification

- In developing all the estimate options, it has been assumed that all facilities will be provided free of all buildings, debris, in-ground utilities or objects that would interfere with construction, unless identified during the preliminary site investigations or shown on preliminary lay-out drawing.
- The estimate assumes that the client will provide clear access to the construction site
- The estimate has made an allowance of \$250K for permits, environmental, and H&S support.
- The estimate assumes that the 300m<sup>3</sup> to 400m<sup>3</sup> of dredged sand is able to be re-spread adjacent to the east side of the new breakwater wall
- The estimate has an allowance of \$50,000 to mobilise and de-mobilise a local supplied dredger for the dredging and re-spreading of the dredged sand, the amount in the estimate is subject to the dredger been available at time of project award.
- The estimate has made an allowance of \$213K to supply and install 1 dual mooring Pontoon Modules 25.0 m (approximate) length x 3.45 m wide, complete with 4 x 406 mm diameter x 9.6 mm Steel piles with HDPE sleeves caps, and 1 x 7 m aluminium gangway 1.2 m wide for providing access to the pontoon.

### 8.17.2 Exclusions

- Land Acquisition
- Removal, disposal of contaminated product including schedule impact
- Cost associated with geotechnical and or environmental investigation finding beyond anticipated known conditions
- Cost associated with rock encountered during pile driving and or excavation

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- Additional Mobilise and de-mobilise cost for dredger due to no local dredger available at project award.
- Cost associated with disposing of dredged material beyond the above qualified location
- No cost has been considered in the estimate for potential operational loss due to local parking disruption and interfaces for any existing operations, and or loss of revenue from other associated parties,
- The estimate has not considered any cost impact due to extreme weather events such as cyclones, floods, or unexpected prolonged period of rain.
- The estimate has used industries standard 2018 wage rates and no consideration is given for an excessive project based EBA negotiation conditions impacting wages and schedule
- The estimate excludes cost associated with future studies such as EIS
- The estimate has made no allowance for obtaining additional permits required for the project in excess of the \$250K allowance indicated in the qualification above.
- No cost associated with other permits required due to findings of the EIS
- No cost associated with the adverse outcome of stakeholder community engagement consultation and environmental impacting disposal of dredge material has been included in the estimates,
- Sunk Costs, or cost associated with this or future studies

## 9 Conclusion

The following conclusions were derived as part of the project:

- The preferred outcome of the MCA Workshop was for a breakwater that allowed for emergency vehicle access during extreme weather events;
- A two arm breakwater was required to ensure safe retrieval and launching of vessels at the Jetty and ramp locations;
- The inclusion of refuge moorings increased the footprint;
- A double arm breakwater with no refuge moorings was the approved concept for both Council and the local Coastguard;
- Council have selected to proceed with the double arm breakwater with public and vehicle access on the eastern arm only;
- A cost estimate of \$17 million (for an accuracy of  $\pm 40\%$ ) was developed and allows for the following criteria:
  - 514 m of Breakwater (over two arms),
  - Ambulance Turning Circle and Vehicle Access on eastern arm only,
  - 500 mm thick concrete road pavement,
  - 2 battery powered navigational aids,
  - Floating Pontoon,
  - Dredging of approximately 400 m<sup>3</sup>, and
  - 10 Road Lights and Poles.
- The cost estimate includes an escalation rate of 2.5% which is in accordance with CPI;
- The cost estimate of \$17 million includes a contingency of 24% which covers costs associated with planning and estimating errors and/or omissions including minor price fluctuations. The contingency is separate from the accuracy of the project.
- The breakwater impact on local currents will be restricted to within the immediate vicinity of the breakwater. A small portion of the tidal flow during both ebb and flood tides will enter the safe boat refuge;
- Wave heights will be reduced within the lee of the breakwater;
- The flow of eastwards sediment movement is not interrupted per se, but diverted further east along Frankston Beach. Sand is deposited on the offshore sand bars. This deposition should protect the Frankston foreshore and during on-shore winds move sand onto the berm;
- A limited amount of sand is trapped along the western breakwater arm;

Breakwater Assessment

- Sediment transport volumes indicate that sand movement at the site is predominantly towards the north-east or away from the site. The presence of little or no sand and the inclusion of rock protection works in front of the seawall support this finding;
- The lack of beach material at the Olivers Hill headland indicates that currently there is not a significant amount of sand being transport westwards. What sediment currently reaches this area will be further reduced by the breakwater;
- Due to sediment accompanying inflow into the safe boat refuge, maintenance dredging will be required to maintain the channels at the required navigational depth;
- During on-shore winds, sand is being “blown” off the beach and becoming lost from the system;
- The breakwater should not have any impact on the flow of flood waters from Sweetwater Creek entering Port Phillip through the Melbourne Water stormwater drains;
- The dispersion time for suspended plumes from Sweetwater Creek will increase. The dispersion rate will be dependent on the wind, waves and storm water flow rate at the time of the plume. With low flow and no wind or waves, it would take over 24 hours for a plume to disperse;
- Whether Sweetwater Creek flood waters result in sediment plumes is unknown;
- Due to the widening of Nepean Highway, the foreshore at this location has been significantly modified since the 1920s.

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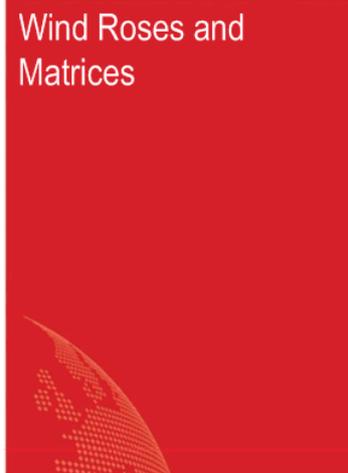
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# Appendix A

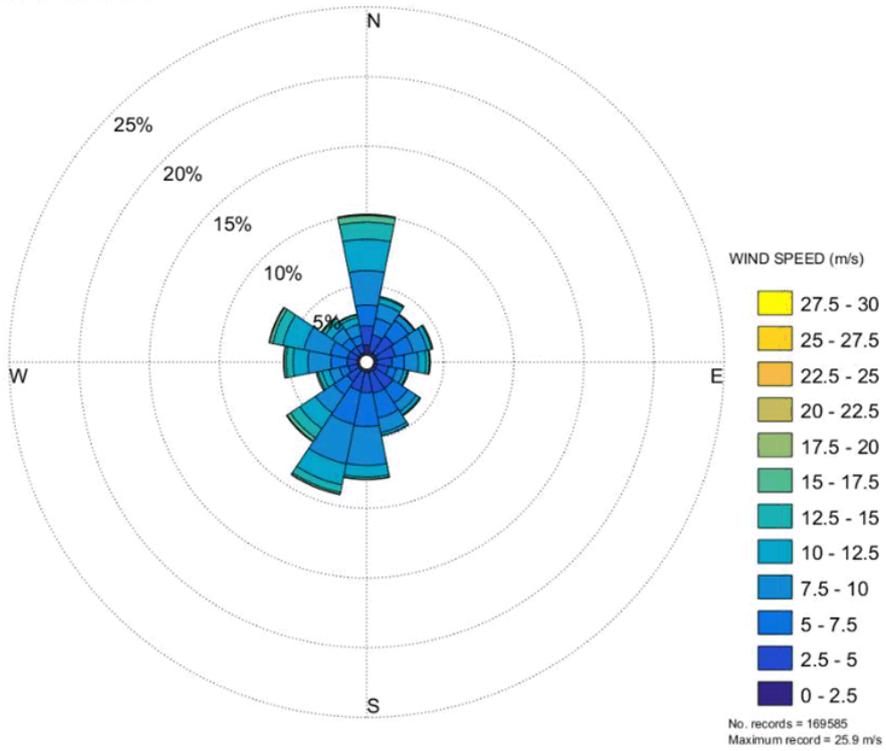
Wind Roses and  
Matrices



Item 12.13 Attachment C: KBR Breakwater Report

Wind Speed (hourly) - 1/1/99 to 7/5/18

Station: South Channel

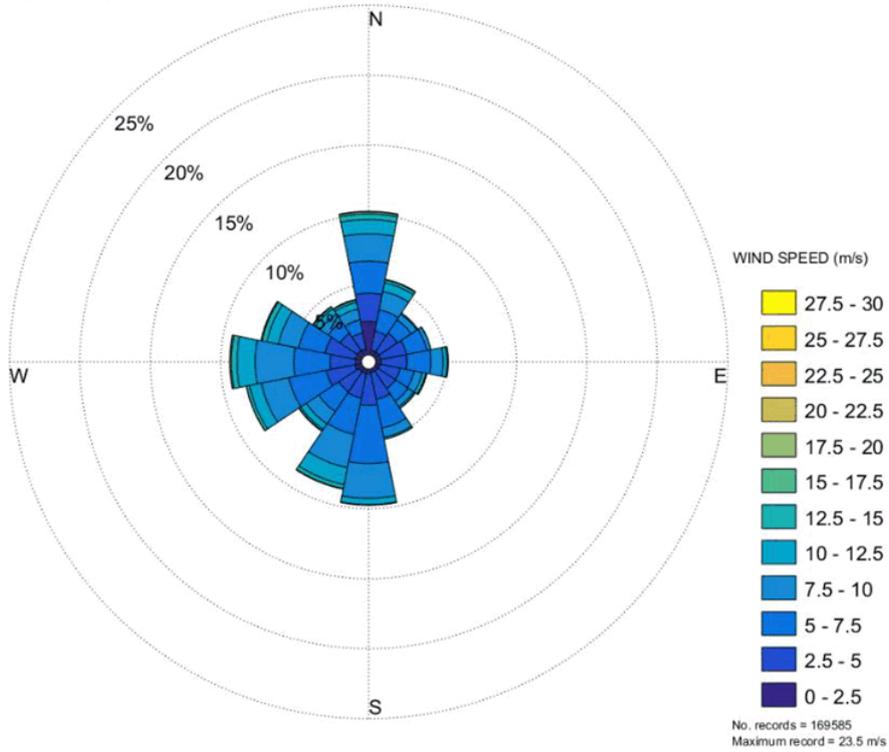




Item 12.13 Attachment C: KBR Breakwater Report

Wind Speed (hourly) - 1/1/99 to 7/5/18

Station: Point Wilson



**Wind Speed and Direction - Percentage occurrence**

Wind data from South Channel 1999 to 2018 at hourly intervals

Annual

Direction (°)	Wind Speed (m/s)											Total (%)
	0.0+	2.5+	5.0+	7.5+	10.0+	12.5+	15.0+	17.5+	20.0+	22.5+	25.0+	
N 348.75 - 11.25	0.41	1.68	1.82	2.97	2.76	1.50	0.57	0.11	0.02	-	-	11.84
NNE 11.25 - 33.75	0.32	1.50	1.46	1.30	0.51	0.12	0.02	-	-	-	-	5.23
NE 33.75 - 56.25	0.33	1.80	1.63	0.56	0.08	0.01	-	-	-	-	-	4.41
ENE 56.25 - 78.75	0.31	1.60	1.58	1.20	0.37	0.10	0.02	-	-	-	-	5.18
E 78.75 - 101.25	0.30	1.27	1.07	1.19	0.67	0.28	0.07	0.01	-	-	-	4.87
ESE 101.25 - 123.75	0.31	1.03	0.66	0.64	0.31	0.11	0.02	-	-	-	-	3.06
SE 123.75 - 146.25	0.37	1.73	1.50	0.85	0.36	0.09	0.02	-	-	-	-	4.92
SSE 146.25 - 168.75	0.29	1.82	2.19	1.27	0.25	0.03	0.01	-	-	-	-	5.86
S 168.75 - 191.25	0.32	1.72	2.91	3.34	0.99	0.18	0.04	0.01	-	-	-	9.49
SSW 191.25 - 213.75	0.25	1.66	2.95	3.49	1.88	0.66	0.17	0.03	-	-	-	11.10
SW 213.75 - 236.25	0.24	1.17	1.40	1.89	1.64	0.98	0.36	0.06	0.01	-	-	7.75
WSW 236.25 - 258.75	0.24	0.77	0.76	0.86	0.66	0.35	0.14	0.02	0.01	-	-	3.82
W 258.75 - 281.25	0.20	0.88	1.39	2.02	1.29	0.57	0.20	0.04	0.01	-	-	6.58
WNW 281.25 - 303.75	0.21	0.86	1.54	2.31	1.90	0.87	0.28	0.05	0.01	-	-	8.05
NW 303.75 - 326.25	0.23	0.76	0.95	1.06	0.71	0.32	0.10	0.02	-	-	-	4.14
NNW 326.25 - 348.75	0.20	0.78	0.77	0.99	0.62	0.25	0.06	0.01	-	-	-	3.69
Bin Totals (%)	4.52	21.03	24.58	25.94	14.98	6.42	2.08	0.37	0.06	0.01	0.00	99.99
Exceedance (%)	99.99	95.47	74.44	49.86	23.92	8.94	2.52	0.44	0.07	0.01	0.00	

Number of records in time series: 137529

**Summary of statistics**

Mean speed = 7.6 m/s

Maximum speed = 25.9 m/s

**Wind Speed and Direction - Percentage occurrence**

Wind data from South Channel 1999 to 2018 at hourly intervals

Summer

Direction (°)	Wind Speed (m/s)											Total (%)
	0.0+	2.5+	5.0+	7.5+	10.0+	12.5+	15.0+	17.5+	20.0+	22.5+	25.0+	
N 348.75 - 11.25	0.28	0.80	0.71	0.87	0.56	0.27	0.05	0.01	-	-	-	3.54
NNE 11.25 - 33.75	0.24	1.01	0.99	1.05	0.30	0.04	-	-	-	-	-	3.62
NE 33.75 - 56.25	0.27	1.39	1.44	0.70	0.07	0.03	-	-	-	-	-	3.91
ENE 56.25 - 78.75	0.22	1.39	1.58	1.48	0.59	0.17	0.06	-	-	-	-	5.49
E 78.75 - 101.25	0.22	1.22	1.20	1.49	1.10	0.60	0.17	0.01	-	-	-	6.02
ESE 101.25 - 123.75	0.28	1.01	0.87	0.81	0.39	0.20	0.04	0.01	-	-	-	3.60
SE 123.75 - 146.25	0.35	2.14	2.41	1.49	0.48	0.18	0.04	-	-	-	-	7.10
SSE 146.25 - 168.75	0.31	2.43	3.93	2.38	0.40	0.02	-	-	-	-	-	9.48
S 168.75 - 191.25	0.36	2.31	4.75	6.75	1.87	0.24	0.02	-	-	-	-	16.31
SSW 191.25 - 213.75	0.27	2.17	4.76	6.07	3.51	1.05	0.20	0.03	0.01	-	-	18.07
SW 213.75 - 236.25	0.32	1.53	1.73	2.34	2.09	1.43	0.53	0.08	0.01	-	-	10.04
WSW 236.25 - 258.75	0.25	0.87	0.66	0.81	0.61	0.32	0.13	0.01	-	-	-	3.65
W 258.75 - 281.25	0.19	0.70	0.75	1.20	0.90	0.37	0.10	0.01	-	-	-	4.21
WNW 281.25 - 303.75	0.16	0.44	0.57	0.78	0.57	0.25	0.06	0.02	-	-	-	2.84
NW 303.75 - 326.25	0.19	0.27	0.25	0.25	0.15	0.08	0.03	-	-	-	-	1.24
NNW 326.25 - 348.75	0.16	0.28	0.15	0.11	0.13	0.04	0.01	-	-	-	-	0.89
Bin Totals (%)	4.06	19.96	26.75	28.58	13.73	5.30	1.41	0.19	0.01	0.00	0.00	99.99
Exceedance (%)	99.99	95.93	75.97	49.22	20.64	6.91	1.61	0.20	0.01	0.00	0.00	

Number of records in time series: 34388

**Summary of statistics**

Mean speed = 7.5 m/s  
 Maximum speed = 22.6 m/s

**Wind Speed and Direction - Percentage occurrence**

Wind data from South Channel 1999 to 2018 at hourly intervals

Autumn

Direction (°)	Wind Speed (m/s)											Total (%)
	0.0+	2.5+	5.0+	7.5+	10.0+	12.5+	15.0+	17.5+	20.0+	22.5+	25.0+	
N 348.75 - 11.25	0.36	1.82	1.77	2.86	2.55	1.14	0.37	0.07	0.01	0.01	-	10.96
NNE 11.25 - 33.75	0.32	1.59	1.75	1.46	0.37	0.09	0.02	-	-	-	-	5.61
NE 33.75 - 56.25	0.34	1.93	1.94	0.46	0.03	-	-	-	-	-	-	4.70
ENE 56.25 - 78.75	0.35	1.94	1.85	1.32	0.44	0.12	0.01	-	-	-	-	6.03
E 78.75 - 101.25	0.40	1.49	1.29	1.43	0.77	0.35	0.09	0.02	-	-	-	5.84
ESE 101.25 - 123.75	0.37	1.20	0.79	0.77	0.34	0.11	0.03	-	-	-	-	3.60
SE 123.75 - 146.25	0.45	2.24	1.83	0.79	0.34	0.06	0.01	-	-	-	-	5.73
SSE 146.25 - 168.75	0.37	2.13	2.33	1.22	0.21	0.02	-	-	-	-	-	6.28
S 168.75 - 191.25	0.39	1.94	3.09	2.60	0.71	0.14	0.03	-	-	-	-	8.89
SSW 191.25 - 213.75	0.31	1.74	2.88	2.84	1.48	0.61	0.15	0.03	-	-	-	10.03
SW 213.75 - 236.25	0.24	1.18	1.36	1.89	1.47	0.81	0.29	0.05	0.01	-	-	7.30
WSW 236.25 - 258.75	0.28	0.76	0.83	0.77	0.53	0.31	0.11	0.02	0.02	-	-	3.62
W 258.75 - 281.25	0.21	0.93	1.48	2.04	1.10	0.46	0.17	0.02	0.01	-	-	6.43
WNW 281.25 - 303.75	0.22	0.80	1.48	2.42	1.81	0.92	0.23	0.04	0.02	-	-	7.94
NW 303.75 - 326.25	0.25	0.69	0.76	0.95	0.70	0.30	0.09	0.02	-	-	-	3.75
NNW 326.25 - 348.75	0.20	0.72	0.62	0.84	0.57	0.25	0.07	0.01	-	-	-	3.28
Bin Totals (%)	5.08	23.11	26.03	24.65	13.44	5.69	1.66	0.26	0.06	0.01	0.00	99.99
Exceedance (%)	99.99	94.91	71.80	45.77	21.12	7.68	1.99	0.33	0.07	0.01	0.00	

Number of records in time series: 34885

**Summary of statistics**

Mean speed = 7.3 m/s

Maximum speed = 23.6 m/s

**Wind Speed and Direction - Percentage occurrence**

**Wind data from South Channel 1999 to 2018 at hourly intervals**

Winter

Direction (°)	Wind Speed (m/s)											Total (%)
	0.0+	2.5+	5.0+	7.5+	10.0+	12.5+	15.0+	17.5+	20.0+	22.5+	25.0+	
N 348.75 - 11.25	0.58	2.77	3.32	5.65	5.97	3.65	1.47	0.29	0.04	-	-	23.74
NNE 11.25 - 33.75	0.38	2.04	1.79	1.22	0.73	0.18	0.03	-	-	-	-	6.38
NE 33.75 - 56.25	0.42	2.18	1.50	0.35	0.06	0.01	-	-	-	-	-	4.50
ENE 56.25 - 78.75	0.33	1.48	1.21	0.74	0.08	-	-	-	-	-	-	3.84
E 78.75 - 101.25	0.29	0.98	0.77	0.67	0.26	0.03	-	-	-	-	-	2.99
ESE 101.25 - 123.75	0.25	0.74	0.42	0.37	0.19	0.04	-	-	-	-	-	2.00
SE 123.75 - 146.25	0.26	0.83	0.59	0.38	0.19	0.06	0.02	-	-	-	-	2.32
SSE 146.25 - 168.75	0.17	0.88	0.67	0.52	0.16	0.05	0.03	-	-	-	-	2.49
S 168.75 - 191.25	0.20	0.79	0.98	1.02	0.51	0.19	0.10	0.02	-	-	-	3.81
SSW 191.25 - 213.75	0.12	0.84	0.90	1.48	0.90	0.35	0.11	0.03	0.01	-	-	4.74
SW 213.75 - 236.25	0.14	0.74	0.72	0.89	0.78	0.56	0.18	0.05	0.01	-	-	4.07
WSW 236.25 - 258.75	0.17	0.67	0.49	0.62	0.52	0.31	0.12	0.01	-	0.01	-	2.93
W 258.75 - 281.25	0.19	0.93	1.62	2.22	1.30	0.66	0.22	0.04	0.01	-	-	7.19
WNW 281.25 - 303.75	0.27	1.37	2.56	3.60	3.23	1.37	0.54	0.12	0.01	-	-	13.07
NW 303.75 - 326.25	0.28	1.47	1.92	2.18	1.33	0.59	0.17	0.03	-	-	-	7.97
NNW 326.25 - 348.75	0.30	1.46	1.81	2.39	1.30	0.56	0.12	0.02	0.01	-	-	7.97
Bin Totals (%)	4.33	20.15	21.28	24.30	17.51	8.60	3.12	0.61	0.08	0.01	0.00	99.99
Exceedance (%)	99.99	95.66	75.51	54.23	29.93	12.42	3.82	0.70	0.09	0.01	0.00	

Number of records in time series: 33959

**Summary of statistics**

Mean speed = 8.0 m/s

Maximum speed = 25.1 m/s

**Wind Speed and Direction - Percentage occurrence**

Wind data from South Channel 1999 to 2018 at hourly intervals

Spring

Direction (°)	Wind Speed (m/s)											Total (%)
	0.0+	2.5+	5.0+	7.5+	10.0+	12.5+	15.0+	17.5+	20.0+	22.5+	25.0+	
N 348.75 - 11.25	0.41	1.34	1.51	2.55	1.99	0.99	0.41	0.09	0.02	-	-	9.30
NNE 11.25 - 33.75	0.32	1.35	1.31	1.49	0.66	0.18	0.03	-	-	-	-	5.34
NE 33.75 - 56.25	0.29	1.71	1.63	0.73	0.14	0.01	0.01	-	-	-	-	4.52
ENE 56.25 - 78.75	0.34	1.57	1.67	1.26	0.37	0.10	0.01	-	-	-	-	5.32
E 78.75 - 101.25	0.31	1.40	1.01	1.15	0.56	0.14	0.03	-	-	-	-	4.58
ESE 101.25 - 123.75	0.32	1.15	0.54	0.61	0.31	0.10	0.01	-	-	-	-	3.04
SE 123.75 - 146.25	0.42	1.69	1.17	0.72	0.41	0.08	-	-	-	-	-	4.48
SSE 146.25 - 168.75	0.31	1.83	1.81	0.96	0.22	0.01	0.01	-	-	-	-	5.16
S 168.75 - 191.25	0.33	1.83	2.79	2.95	0.85	0.14	0.01	-	-	-	-	8.90
SSW 191.25 - 213.75	0.29	1.89	3.23	3.55	1.61	0.63	0.23	0.04	0.01	-	-	11.47
SW 213.75 - 236.25	0.26	1.21	1.78	2.43	2.23	1.13	0.43	0.08	0.02	-	-	9.57
WSW 236.25 - 258.75	0.27	0.78	1.06	1.27	0.97	0.46	0.22	0.04	0.01	-	-	5.10
W 258.75 - 281.25	0.19	0.95	1.72	2.62	1.85	0.78	0.29	0.09	0.02	-	-	8.51
WNW 281.25 - 303.75	0.20	0.86	1.57	2.45	1.99	0.96	0.31	0.05	0.01	-	-	8.40
NW 303.75 - 326.25	0.18	0.63	0.87	0.87	0.66	0.29	0.10	0.03	-	-	-	3.65
NNW 326.25 - 348.75	0.16	0.66	0.52	0.65	0.46	0.15	0.05	0.01	-	-	-	2.66
Bin Totals (%)	4.62	20.84	24.19	26.24	15.30	6.14	2.15	0.43	0.09	0.00	0.00	100.00
Exceedance (%)	100.00	95.38	74.54	50.35	24.11	8.81	2.67	0.52	0.09	0.00	0.00	

Number of records in time series: 34297

**Summary of statistics**

Mean speed = 7.6 m/s

Maximum speed = 25.9 m/s

**Wind Speed and Direction - Percentage occurrence**

Wind data from Fawkner Beacon, 1999 to 2018 at hourly intervals

Annual

Direction (°)	Wind Speed (m/s)											Total (%)
	0.0+	2.5+	5.0+	7.5+	10.0+	12.5+	15.0+	17.5+	20.0+	22.5+	25.0+	
N 348.75 - 11.25	0.83	3.86	3.39	4.44	3.15	1.53	0.51	0.11	0.01	-	-	17.84
NNE 11.25 - 33.75	0.52	1.75	1.09	0.82	0.39	0.19	0.06	0.02	-	-	-	4.83
NE 33.75 - 56.25	0.50	1.06	0.35	0.13	0.02	0.01	-	-	-	-	-	2.06
ENE 56.25 - 78.75	0.40	1.11	0.25	0.07	0.01	-	-	-	-	-	-	1.84
E 78.75 - 101.25	0.46	1.53	0.91	0.55	0.26	0.09	0.04	-	-	-	-	3.84
ESE 101.25 - 123.75	0.38	1.69	1.42	0.97	0.42	0.16	0.04	-	-	-	-	5.08
SE 123.75 - 146.25	0.39	2.09	2.34	1.42	0.36	0.08	0.02	-	-	-	-	6.70
SSE 146.25 - 168.75	0.42	2.21	2.82	2.10	0.48	0.09	0.02	-	-	-	-	8.13
S 168.75 - 191.25	0.43	2.09	2.93	3.12	1.19	0.24	0.05	-	-	-	-	10.03
SSW 191.25 - 213.75	0.35	1.50	1.88	1.83	0.88	0.27	0.06	0.01	-	-	-	6.80
SW 213.75 - 236.25	0.34	1.24	1.54	1.50	0.74	0.28	0.06	0.01	-	-	-	5.71
WSW 236.25 - 258.75	0.30	1.07	1.70	1.91	0.92	0.36	0.09	0.02	-	-	-	6.37
W 258.75 - 281.25	0.30	1.13	1.64	1.65	0.89	0.33	0.09	0.01	-	-	-	6.05
WNW 281.25 - 303.75	0.33	1.08	1.14	1.21	0.66	0.24	0.05	0.01	-	-	-	4.72
NW 303.75 - 326.25	0.42	1.17	1.03	1.04	0.47	0.16	0.04	-	-	-	-	4.32
NNW 326.25 - 348.75	0.45	1.44	1.06	1.38	0.82	0.39	0.11	0.01	-	-	-	5.67
Bin Totals (%)	6.81	26.03	25.48	24.13	11.67	4.42	1.22	0.21	0.03	0.01	0.00	100.01
Exceedance (%)	100.01	93.20	67.17	41.69	17.56	5.89	1.47	0.25	0.04	0.01	0.00	

Number of records in time series:

**Summary of statistics**

Mean speed = 6.9 m/s

Maximum speed = 24.5 m/s

**Wind Speed and Direction - Percentage occurrence**

Wind data from Fawkner Beacon, 1999 to 2018 at hourly intervals

Summer

Direction (°)	Wind Speed (m/s)											Total (%)
	0.0+	2.5+	5.0+	7.5+	10.0+	12.5+	15.0+	17.5+	20.0+	22.5+	25.0+	
N 348.75 - 11.25	0.56	2.00	1.58	2.21	1.33	0.51	0.15	0.02	-	-	-	8.35
NNE 11.25 - 33.75	0.42	1.17	0.74	0.60	0.17	0.07	0.01	-	-	-	-	3.18
NE 33.75 - 56.25	0.45	1.02	0.32	0.10	0.02	-	-	-	-	-	-	1.91
ENE 56.25 - 78.75	0.36	1.33	0.32	0.11	-	-	-	-	-	-	-	2.13
E 78.75 - 101.25	0.44	1.69	1.22	0.86	0.48	0.20	0.09	0.02	-	-	-	5.00
ESE 101.25 - 123.75	0.37	2.01	1.95	1.44	0.66	0.32	0.09	-	-	-	-	6.84
SE 123.75 - 146.25	0.34	2.64	3.96	2.43	0.54	0.13	0.03	-	-	-	-	10.06
SSE 146.25 - 168.75	0.36	2.84	4.63	4.21	0.84	0.13	0.01	-	-	-	-	13.02
S 168.75 - 191.25	0.41	2.65	4.70	6.44	2.61	0.41	0.06	0.01	-	-	-	17.29
SSW 191.25 - 213.75	0.31	1.80	2.89	3.48	1.76	0.53	0.10	0.02	0.01	-	-	10.91
SW 213.75 - 236.25	0.31	1.17	1.55	1.88	1.07	0.45	0.10	0.01	-	-	-	6.54
WSW 236.25 - 258.75	0.22	0.77	1.07	1.29	0.87	0.36	0.10	0.03	-	-	-	4.71
W 258.75 - 281.25	0.22	0.65	0.84	0.99	0.64	0.17	0.06	0.01	-	-	-	3.59
WNW 281.25 - 303.75	0.26	0.63	0.43	0.47	0.38	0.13	0.03	-	-	-	-	2.33
NW 303.75 - 326.25	0.26	0.67	0.29	0.35	0.15	0.07	0.01	-	-	-	-	1.81
NNW 326.25 - 348.75	0.32	0.86	0.33	0.42	0.23	0.14	0.02	-	-	-	-	2.33
Bin Totals (%)	5.62	23.90	26.82	27.27	11.75	3.63	0.87	0.12	0.02	0.00	0.00	100.00
Exceedance (%)	100.00	94.38	70.48	43.66	16.39	4.64	1.01	0.14	0.02	0.00	0.00	

Number of records in time series: 40315

**Summary of statistics**

Mean speed = 7.0 m/s

Maximum speed = 23.1 m/s

**Wind Speed and Direction - Percentage occurrence**

Wind data from Fawkner Beacon, 1999 to 2018 at hourly intervals

Autumn

Direction (°)	Wind Speed (m/s)											Total (%)
	0.0+	2.5+	5.0+	7.5+	10.0+	12.5+	15.0+	17.5+	20.0+	22.5+	25.0+	
N 348.75 - 11.25	0.38	1.94	5.23	1.65	1.05	0.40	0.12	0.02	0.01	-	-	10.82
NNE 11.25 - 33.75	0.26	0.89	4.26	0.26	0.12	0.06	0.01	-	-	-	-	5.85
NE 33.75 - 56.25	0.22	0.53	3.97	0.05	0.01	-	-	-	-	-	-	4.78
ENE 56.25 - 78.75	0.18	0.58	3.93	0.02	0.01	-	-	-	-	-	-	4.72
E 78.75 - 101.25	0.22	0.78	4.23	0.26	0.10	0.03	0.02	-	-	-	-	5.63
ESE 101.25 - 123.75	0.16	0.78	4.46	0.42	0.14	0.06	0.01	-	-	-	-	6.04
SE 123.75 - 146.25	0.15	0.86	4.76	0.59	0.15	0.04	-	-	-	-	-	6.55
SSE 146.25 - 168.75	0.18	0.92	4.83	0.71	0.17	0.03	-	-	-	-	-	6.85
S 168.75 - 191.25	0.18	0.83	4.90	0.87	0.32	0.09	0.02	-	-	-	-	7.21
SSW 191.25 - 213.75	0.14	0.58	4.56	0.62	0.30	0.09	0.01	0.01	-	-	-	6.30
SW 213.75 - 236.25	0.11	0.46	4.44	0.61	0.29	0.09	0.03	-	-	-	-	6.04
WSW 236.25 - 258.75	0.10	0.39	4.51	0.75	0.30	0.13	0.02	-	-	-	-	6.21
W 258.75 - 281.25	0.12	0.45	4.48	0.62	0.37	0.12	0.03	-	-	-	-	6.20
WNW 281.25 - 303.75	0.11	0.44	4.24	0.47	0.26	0.08	0.01	-	-	-	-	5.62
NW 303.75 - 326.25	0.16	0.46	4.14	0.36	0.14	0.04	-	-	-	-	-	5.32
NNW 326.25 - 348.75	0.16	0.63	4.17	0.50	0.28	0.11	0.03	-	-	-	-	5.88
Bin Totals (%)	2.83	11.53	71.12	8.77	4.00	1.36	0.33	0.06	0.01	0.00	0.00	100.01
Exceedance (%)	100.01	97.18	85.65	14.53	5.76	1.76	0.40	0.07	0.01	0.00	0.00	

Number of records in time series: 39798

**Summary of statistics**

Mean speed = 6.8 m/s

Maximum speed = 24.3 m/s

**Wind Speed and Direction - Percentage occurrence**

Wind data from Fawkner Beacon, 1999 to 2018 at hourly intervals

Winter

Direction (°)	Wind Speed (m/s)											Total (%)
	0.0+	2.5+	5.0+	7.5+	10.0+	12.5+	15.0+	17.5+	20.0+	22.5+	25.0+	
N 348.75 - 11.25	1.13	5.64	5.65	7.41	5.64	2.90	1.08	0.22	0.03	-	-	29.68
NNE 11.25 - 33.75	0.61	2.09	1.49	1.27	0.73	0.38	0.15	0.06	0.01	-	-	6.79
NE 33.75 - 56.25	0.54	0.91	0.36	0.10	0.01	-	-	-	-	-	-	1.93
ENE 56.25 - 78.75	0.38	0.64	0.08	0.02	-	-	-	-	-	-	-	1.12
E 78.75 - 101.25	0.41	0.89	0.41	0.22	0.04	0.01	-	-	-	-	-	1.99
ESE 101.25 - 123.75	0.41	1.00	0.61	0.47	0.14	0.05	0.01	-	-	-	-	2.69
SE 123.75 - 146.25	0.40	1.17	0.76	0.51	0.18	0.05	-	-	-	-	-	3.07
SSE 146.25 - 168.75	0.41	1.08	0.85	0.50	0.21	0.09	0.03	-	-	-	-	3.17
S 168.75 - 191.25	0.45	1.21	0.70	0.71	0.24	0.08	0.03	-	-	-	-	3.42
SSW 191.25 - 213.75	0.42	1.08	0.64	0.40	0.22	0.08	0.03	-	-	-	-	2.87
SW 213.75 - 236.25	0.43	1.25	1.25	0.88	0.32	0.11	0.02	-	-	-	-	4.27
WSW 236.25 - 258.75	0.44	1.37	2.00	2.05	0.78	0.20	0.05	0.01	-	-	-	6.90
W 258.75 - 281.25	0.43	1.57	2.08	2.10	0.97	0.33	0.13	0.01	-	-	-	7.61
WNW 281.25 - 303.75	0.50	1.51	1.75	1.74	0.93	0.35	0.06	-	-	-	-	6.86
NW 303.75 - 326.25	0.61	1.73	1.97	1.92	0.89	0.27	0.09	-	-	-	-	7.48
NNW 326.25 - 348.75	0.65	2.06	2.12	2.65	1.62	0.78	0.22	0.03	-	-	-	10.13
Bin Totals (%)	8.23	25.21	22.74	22.97	12.93	5.66	1.87	0.34	0.05	0.01	0.00	100.01
Exceedance (%)	100.01	91.78	66.57	43.83	20.86	7.93	2.27	0.40	0.06	0.01	0.00	

Number of records in time series: 39798

**Summary of statistics**

Mean speed = 7.0 m/s

Maximum speed = 24.5 m/s

**Wind Speed and Direction - Percentage occurrence**

Wind data from Fawkner Beacon, 1999 to 2018 at hourly intervals

Spring

Direction (°)	Wind Speed (m/s)											Total (%)
	0.0+	2.5+	5.0+	7.5+	10.0+	12.5+	15.0+	17.5+	20.0+	22.5+	25.0+	
N 348.75 - 11.25	0.69	2.83	2.71	3.97	2.98	1.71	0.52	0.12	0.01	-	-	15.55
NNE 11.25 - 33.75	0.38	1.45	0.97	0.74	0.38	0.16	0.06	0.02	-	-	-	4.17
NE 33.75 - 56.25	0.43	0.92	0.30	0.19	0.05	0.02	-	-	-	-	-	1.90
ENE 56.25 - 78.75	0.40	0.98	0.28	0.08	0.01	-	-	-	-	-	-	1.77
E 78.75 - 101.25	0.41	1.52	0.89	0.47	0.28	0.09	0.01	-	-	-	-	3.68
ESE 101.25 - 123.75	0.34	1.74	1.43	0.87	0.50	0.13	0.01	-	-	-	-	5.02
SE 123.75 - 146.25	0.40	2.36	2.18	1.24	0.33	0.06	0.03	-	-	-	-	6.60
SSE 146.25 - 168.75	0.44	2.56	3.13	1.85	0.44	0.06	0.01	-	-	-	-	8.49
S 168.75 - 191.25	0.39	2.35	3.47	3.10	1.07	0.22	0.06	-	-	-	-	10.65
SSW 191.25 - 213.75	0.34	1.66	2.03	1.82	0.79	0.26	0.09	0.01	-	-	-	6.99
SW 213.75 - 236.25	0.34	1.37	1.72	1.67	0.81	0.33	0.06	0.01	-	-	-	6.31
WSW 236.25 - 258.75	0.29	1.13	1.94	2.38	1.28	0.54	0.13	0.03	0.01	-	-	7.73
W 258.75 - 281.25	0.26	1.15	1.92	1.92	1.01	0.52	0.10	0.01	-	-	-	6.91
WNW 281.25 - 303.75	0.29	1.07	1.25	1.43	0.67	0.27	0.09	0.01	-	-	-	5.09
NW 303.75 - 326.25	0.38	1.10	1.02	0.96	0.47	0.19	0.05	0.01	-	-	-	4.17
NNW 326.25 - 348.75	0.40	1.25	0.88	1.18	0.76	0.37	0.12	0.01	-	-	-	4.98
Bin Totals (%)	6.17	25.44	26.12	23.89	11.82	4.94	1.33	0.25	0.03	0.01	0.00	100.00
Exceedance (%)	100.00	93.83	68.39	42.27	18.38	6.56	1.62	0.29	0.04	0.01	0.00	

Number of records in time series: 40271

**Summary of statistics**

Mean speed = 7.0 m/s

Maximum speed = 23.5 m/s

### Rose of Wind direction versus Wind speed in km/h (19 Feb 1991 to 11 Aug 2017)

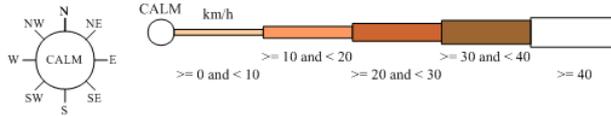
Custom times selected, refer to attached note for details

#### FRANKSTON AWS

Site No: 086371 • Opened Jul 1990 • Still Open • Latitude: -38.1481° • Longitude: 145.1156° • Elevation 6m

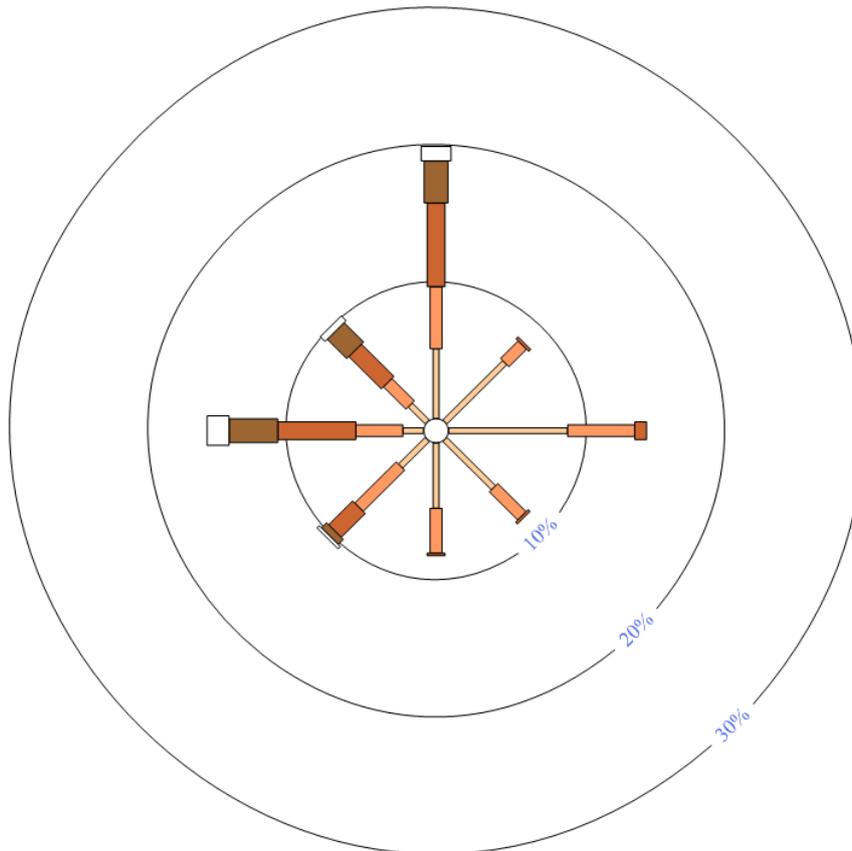
An asterisk (\*) indicates that calm is less than 0.5%.

Other important info about this analysis is available in the accompanying notes.



9 am  
9118 Total Observations

Calm 4%



### Rose of Wind direction versus Wind speed in km/h (19 Feb 1991 to 11 Aug 2017)

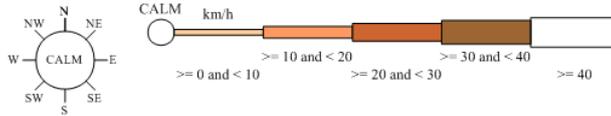
Custom times selected, refer to attached note for details

#### FRANKSTON AWS

Site No: 086371 • Opened Jul 1990 • Still Open • Latitude: -38.1481° • Longitude: 145.1156° • Elevation 6m

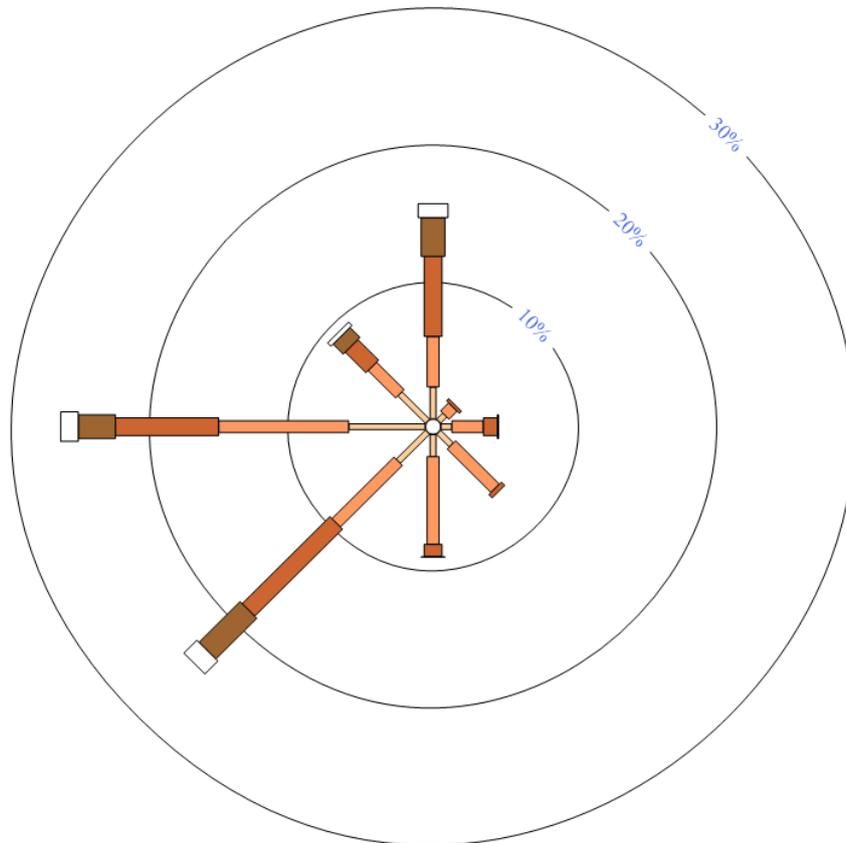
An asterisk (\*) indicates that calm is less than 0.5%.

Other important info about this analysis is available in the accompanying notes.



3 pm  
9123 Total Observations

Calm 3%



### Rose of Wind direction versus Wind speed in km/h (19 Feb 1991 to 12 Aug 2017)

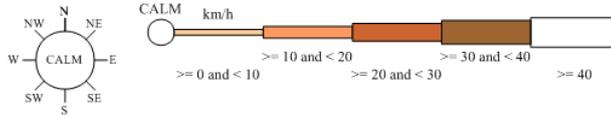
Custom times selected, refer to attached note for details

#### FRANKSTON AWS

Site No: 086371 • Opened Jul 1990 • Still Open • Latitude: -38.1481° • Longitude: 145.1156° • Elevation 6m

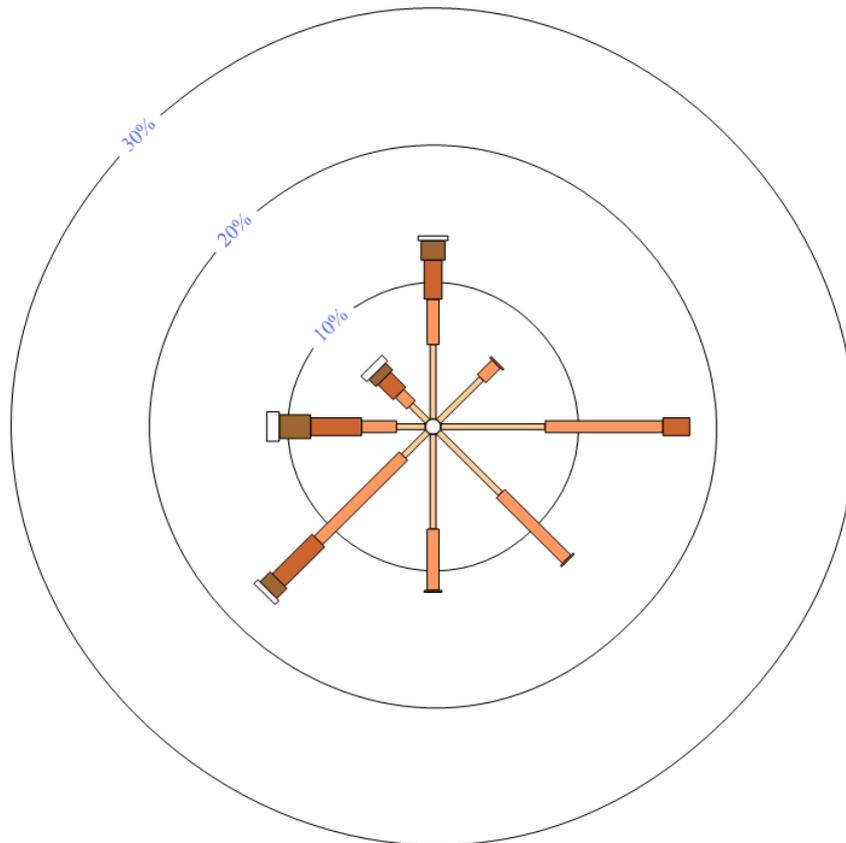
An asterisk (\*) indicates that calm is less than 0.5%.

Other important info about this analysis is available in the accompanying notes.



9 am Jan  
763 Total Observations

Calm 3%



### Rose of Wind direction versus Wind speed in km/h (19 Feb 1991 to 12 Aug 2017)

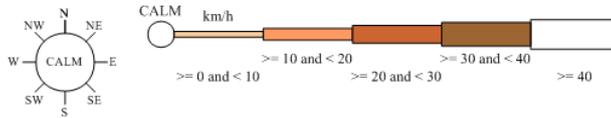
Custom times selected, refer to attached note for details

#### FRANKSTON AWS

Site No: 086371 • Opened Jul 1990 • Still Open • Latitude: -38.1481° • Longitude: 145.1156° • Elevation 6m

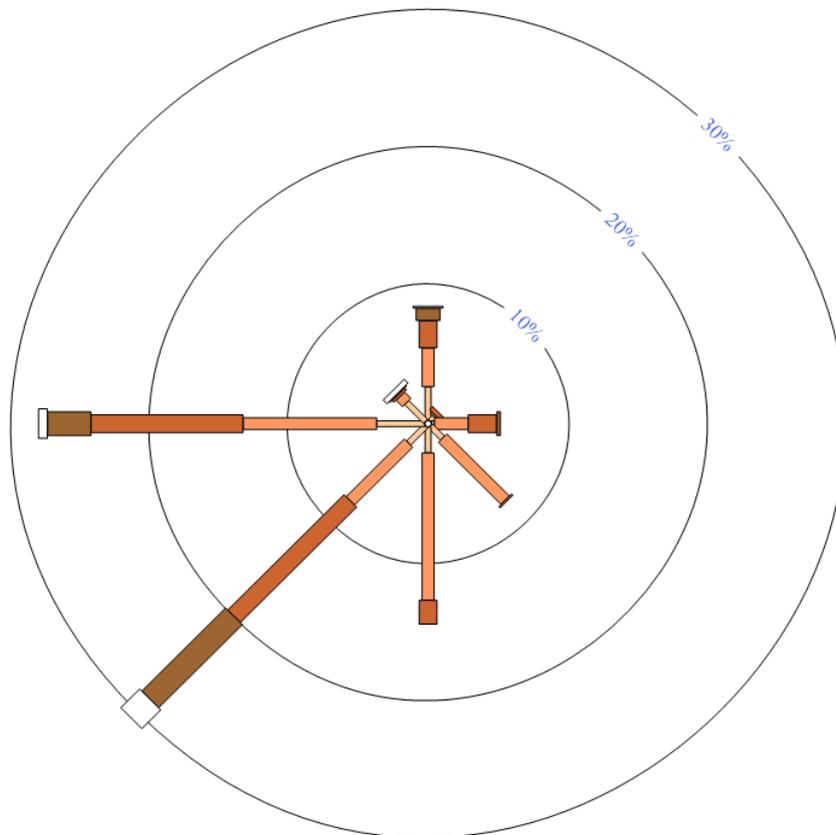
An asterisk (\*) indicates that calm is less than 0.5%.

Other important info about this analysis is available in the accompanying notes.



3 pm Jan  
769 Total Observations

Calm 1%



### Rose of Wind direction versus Wind speed in km/h (19 Feb 1991 to 12 Aug 2017)

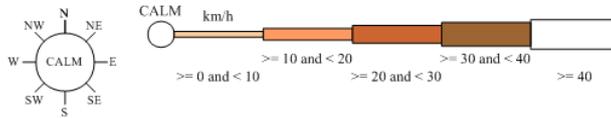
Custom times selected, refer to attached note for details

#### FRANKSTON AWS

Site No: 086371 • Opened Jul 1990 • Still Open • Latitude: -38.1481° • Longitude: 145.1156° • Elevation 6m

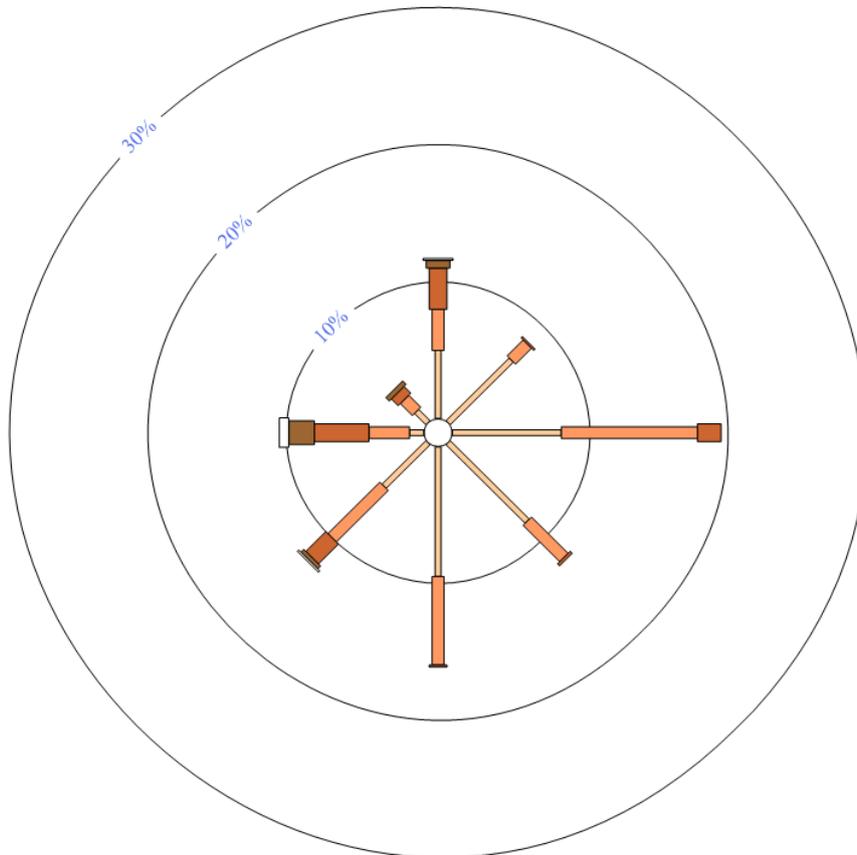
An asterisk (\*) indicates that calm is less than 0.5%.

Other important info about this analysis is available in the accompanying notes.



9 am Feb  
724 Total Observations

Calm 5%



### Rose of Wind direction versus Wind speed in km/h (19 Feb 1991 to 12 Aug 2017)

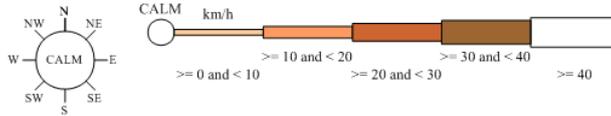
Custom times selected, refer to attached note for details

#### FRANKSTON AWS

Site No: 086371 • Opened Jul 1990 • Still Open • Latitude: -38.1481° • Longitude: 145.1156° • Elevation 6m

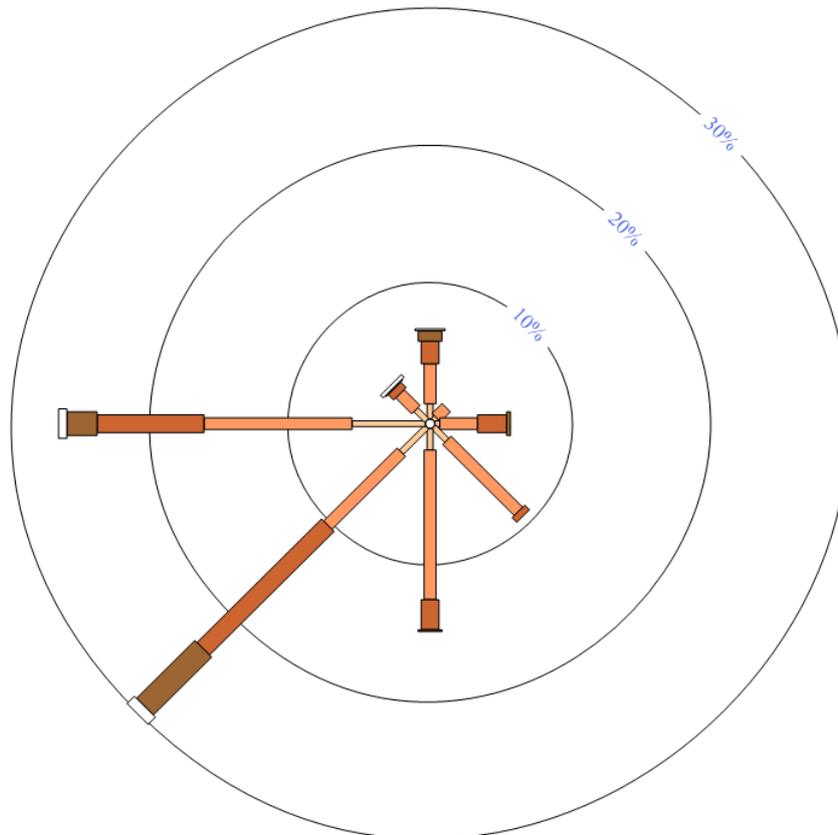
An asterisk (\*) indicates that calm is less than 0.5%.

Other important info about this analysis is available in the accompanying notes.



3 pm Feb  
726 Total Observations

Calm 2%



### Rose of Wind direction versus Wind speed in km/h (19 Feb 1991 to 12 Aug 2017)

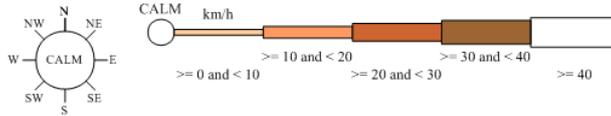
Custom times selected, refer to attached note for details

#### FRANKSTON AWS

Site No: 086371 • Opened Jul 1990 • Still Open • Latitude: -38.1481° • Longitude: 145.1156° • Elevation 6m

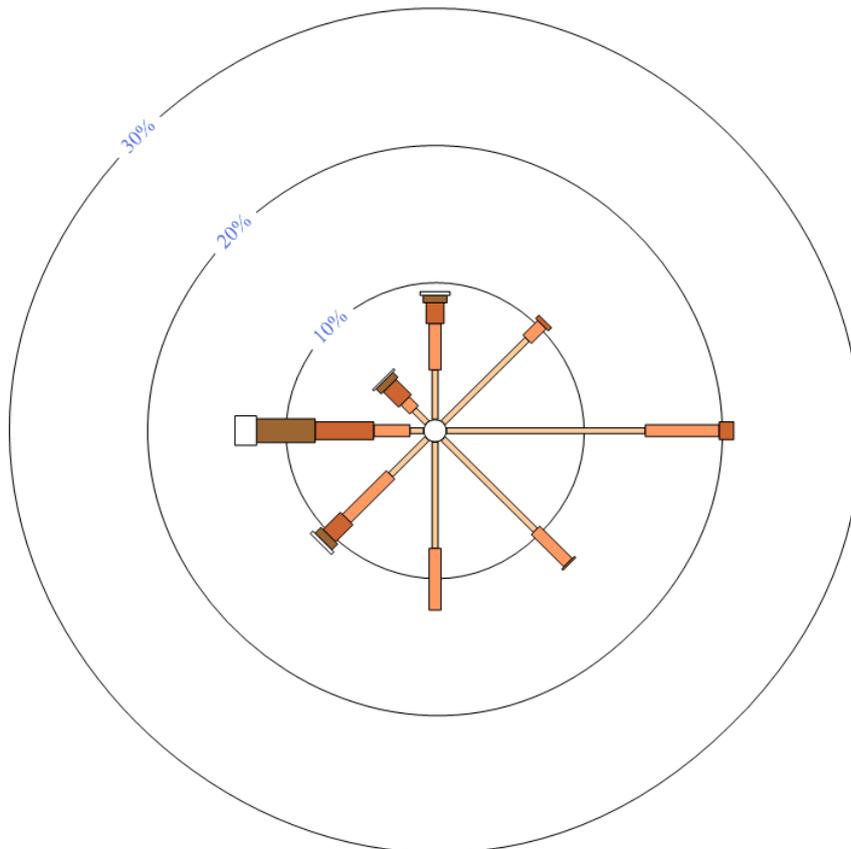
An asterisk (\*) indicates that calm is less than 0.5%.

Other important info about this analysis is available in the accompanying notes.



9 am Mar  
756 Total Observations

Calm 4%



### Rose of Wind direction versus Wind speed in km/h (19 Feb 1991 to 12 Aug 2017)

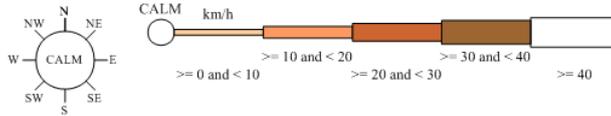
Custom times selected, refer to attached note for details

#### FRANKSTON AWS

Site No: 086371 • Opened Jul 1990 • Still Open • Latitude: -38.1481° • Longitude: 145.1156° • Elevation 6m

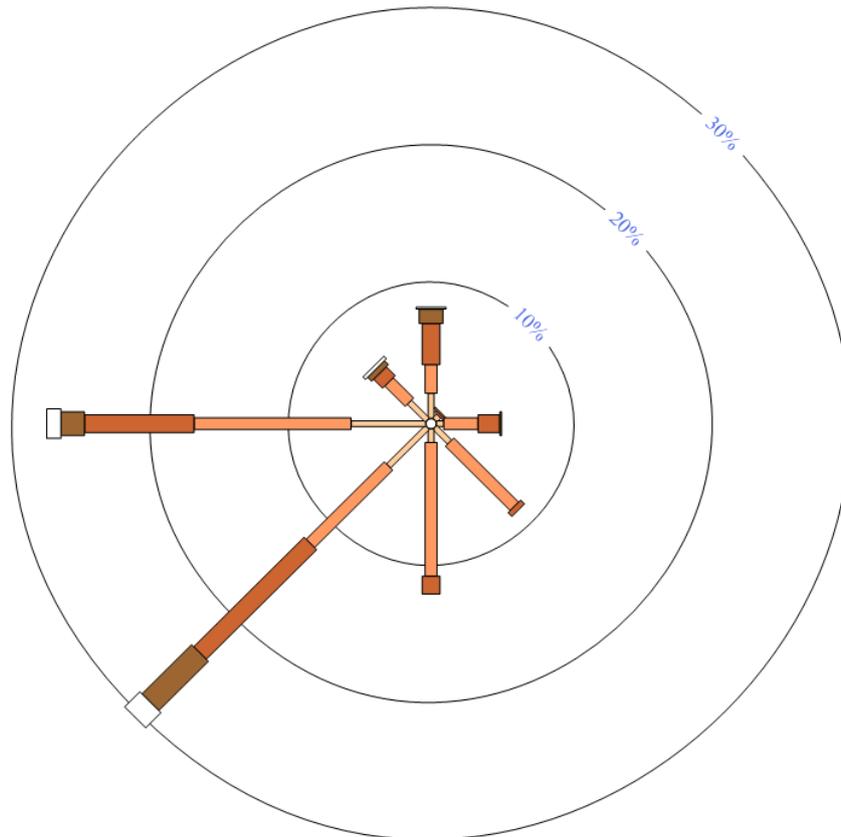
An asterisk (\*) indicates that calm is less than 0.5%.

Other important info about this analysis is available in the accompanying notes.



3 pm Mar  
758 Total Observations

Calm 2%



### Rose of Wind direction versus Wind speed in km/h (19 Feb 1991 to 12 Aug 2017)

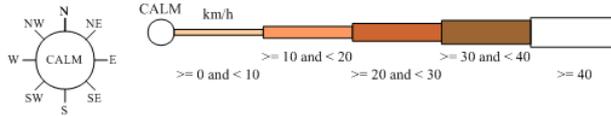
Custom times selected, refer to attached note for details

#### FRANKSTON AWS

Site No: 086371 • Opened Jul 1990 • Still Open • Latitude: -38.1481° • Longitude: 145.1156° • Elevation 6m

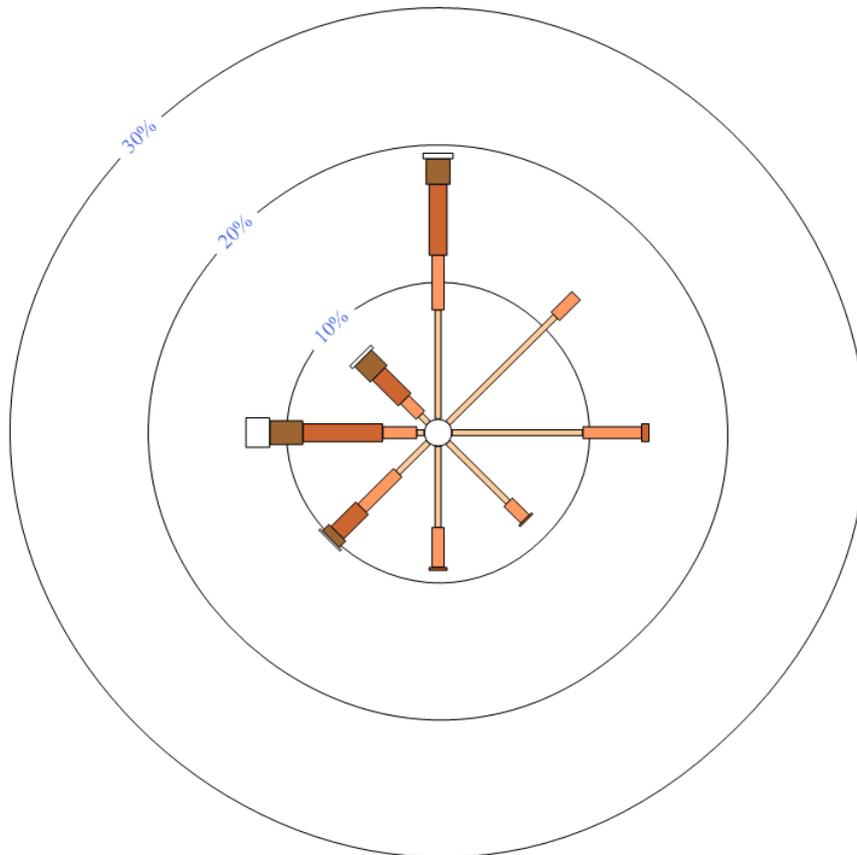
An asterisk (\*) indicates that calm is less than 0.5%.

Other important info about this analysis is available in the accompanying notes.



9 am Apr  
743 Total Observations

Calm 5%



### Rose of Wind direction versus Wind speed in km/h (19 Feb 1991 to 12 Aug 2017)

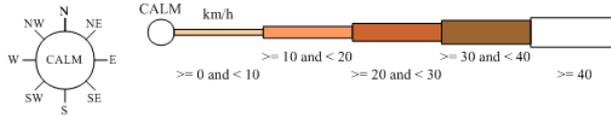
Custom times selected, refer to attached note for details

#### FRANKSTON AWS

Site No: 086371 • Opened Jul 1990 • Still Open • Latitude: -38.1481° • Longitude: 145.1156° • Elevation 6m

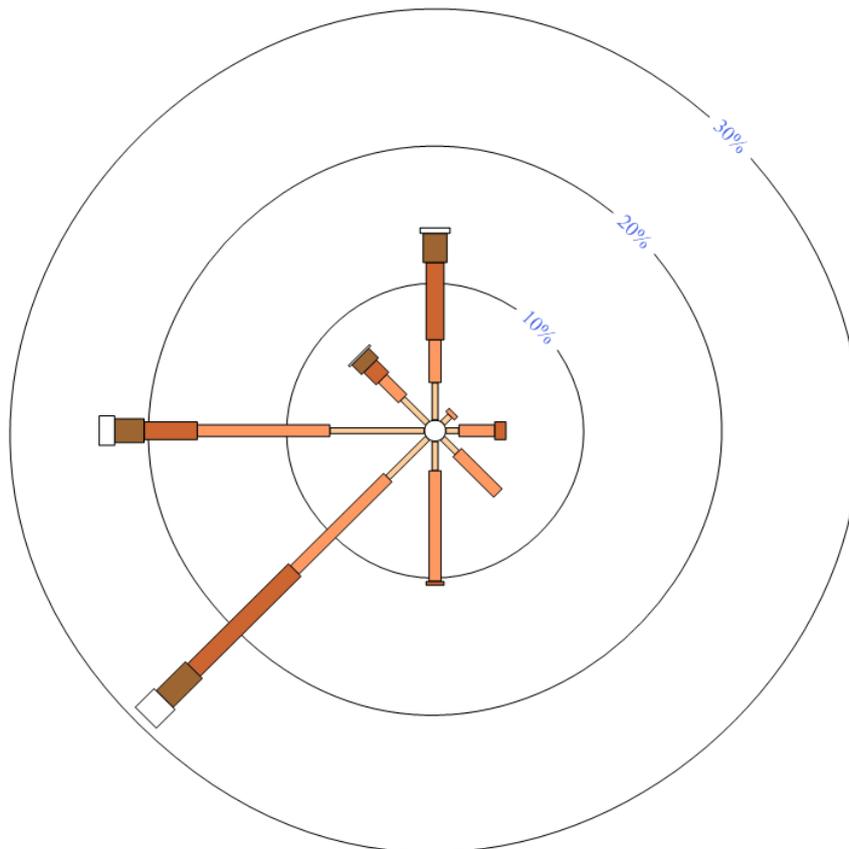
An asterisk (\*) indicates that calm is less than 0.5%.

Other important info about this analysis is available in the accompanying notes.



3 pm Apr  
744 Total Observations

Calm 4%



### Rose of Wind direction versus Wind speed in km/h (19 Feb 1991 to 12 Aug 2017)

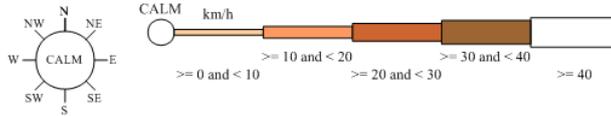
Custom times selected, refer to attached note for details

#### FRANKSTON AWS

Site No: 086371 • Opened Jul 1990 • Still Open • Latitude: -38.1481° • Longitude: 145.1156° • Elevation 6m

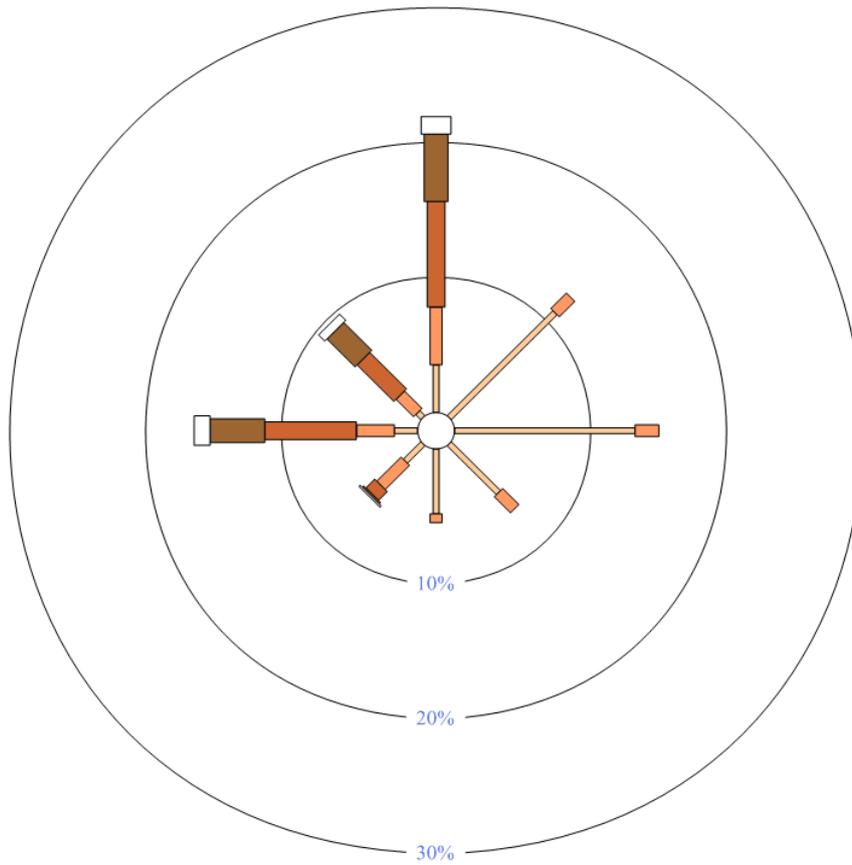
An asterisk (\*) indicates that calm is less than 0.5%.

Other important info about this analysis is available in the accompanying notes.



9 am May  
773 Total Observations

Calm 7%



**Rose of Wind direction versus Wind speed in km/h (19 Feb 1991 to 12 Aug 2017)**

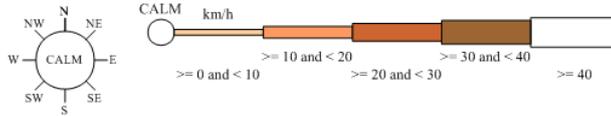
Custom times selected, refer to attached note for details

**FRANKSTON AWS**

Site No: 086371 • Opened Jul 1990 • Still Open • Latitude: -38.1481° • Longitude: 145.1156° • Elevation 6m

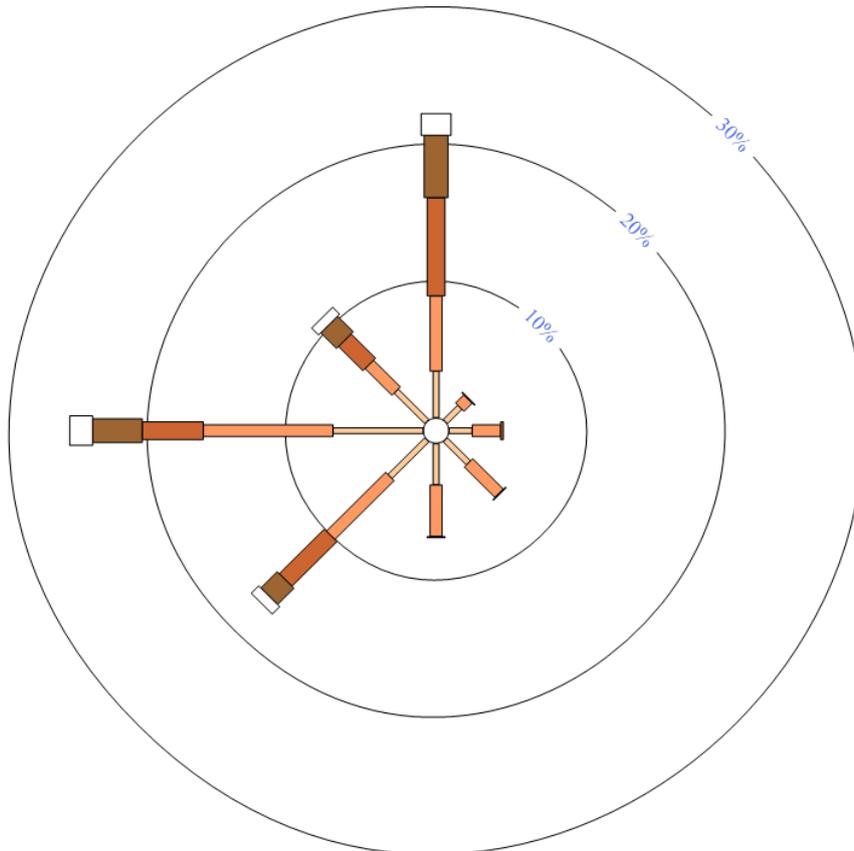
An asterisk (\*) indicates that calm is less than 0.5%.

Other important info about this analysis is available in the accompanying notes.



3 pm May  
771 Total Observations

Calm 5%



### Rose of Wind direction versus Wind speed in km/h (19 Feb 1991 to 12 Aug 2017)

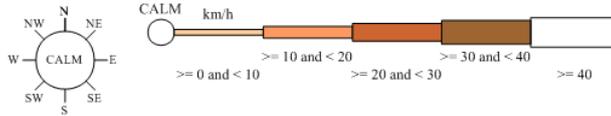
Custom times selected, refer to attached note for details

#### FRANKSTON AWS

Site No: 086371 • Opened Jul 1990 • Still Open • Latitude: -38.1481° • Longitude: 145.1156° • Elevation 6m

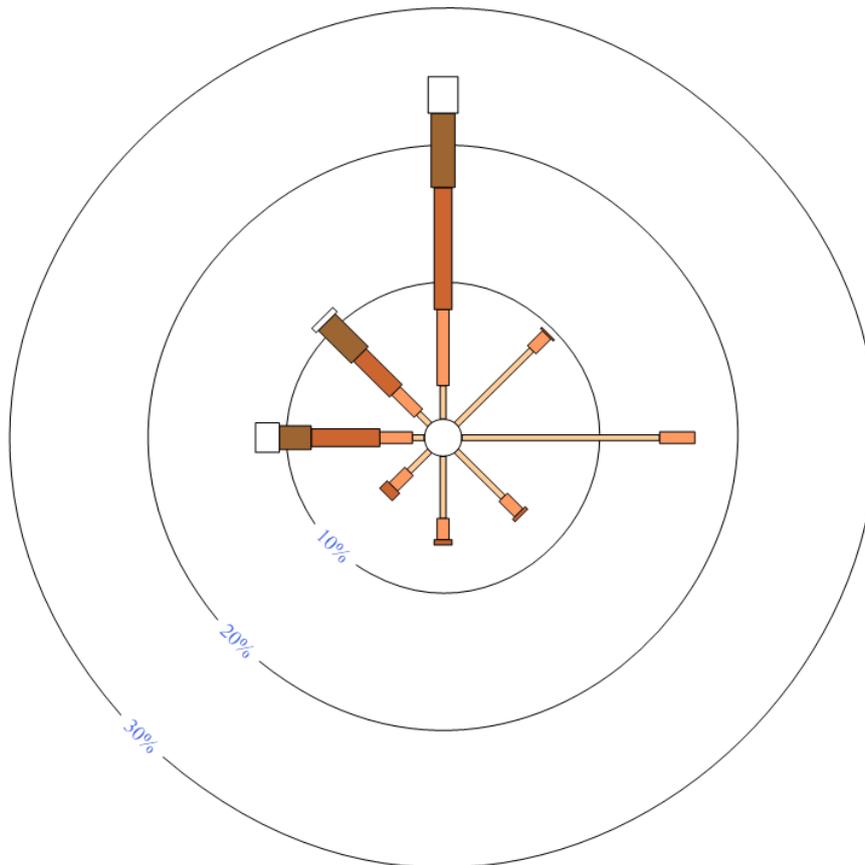
An asterisk (\*) indicates that calm is less than 0.5%.

Other important info about this analysis is available in the accompanying notes.



9 am Jun  
774 Total Observations

Calm 7%



### Rose of Wind direction versus Wind speed in km/h (19 Feb 1991 to 12 Aug 2017)

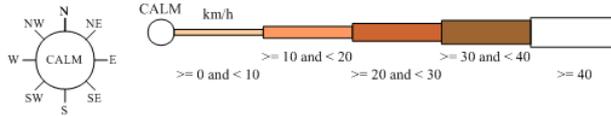
Custom times selected, refer to attached note for details

#### FRANKSTON AWS

Site No: 086371 • Opened Jul 1990 • Still Open • Latitude: -38.1481° • Longitude: 145.1156° • Elevation 6m

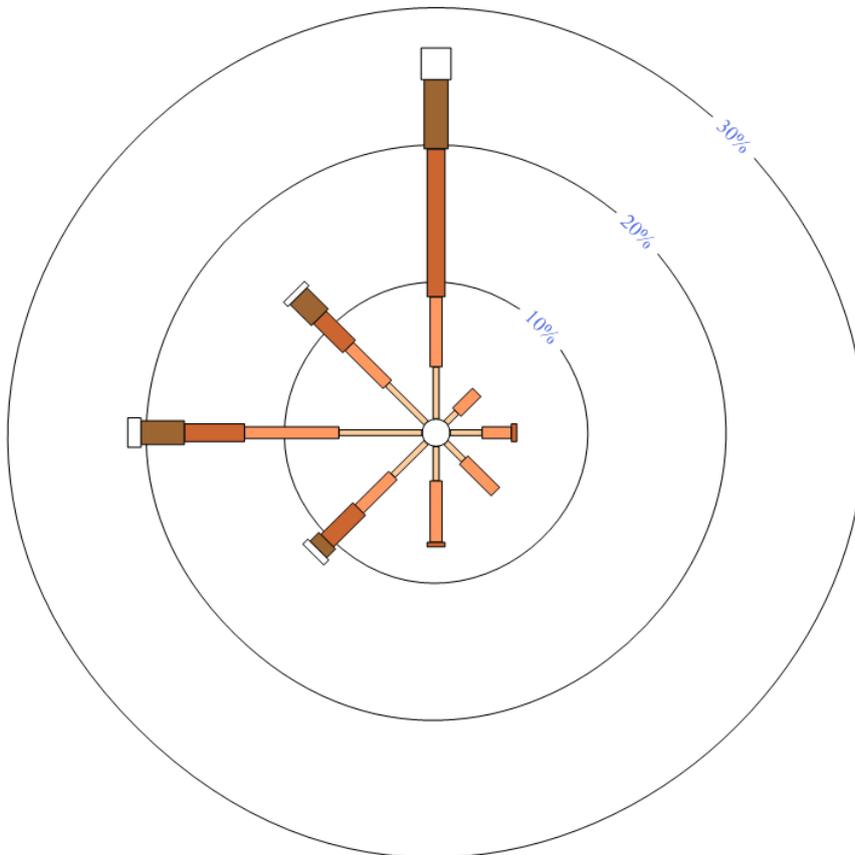
An asterisk (\*) indicates that calm is less than 0.5%.

Other important info about this analysis is available in the accompanying notes.



3 pm Jun  
771 Total Observations

Calm 5%



### Rose of Wind direction versus Wind speed in km/h (19 Feb 1991 to 12 Aug 2017)

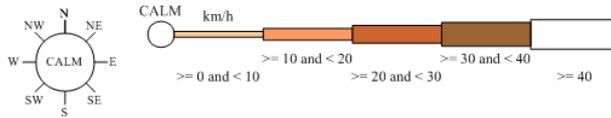
Custom times selected, refer to attached note for details

#### FRANKSTON AWS

Site No: 086371 • Opened Jul 1990 • Still Open • Latitude: -38.1481° • Longitude: 145.1156° • Elevation 6m

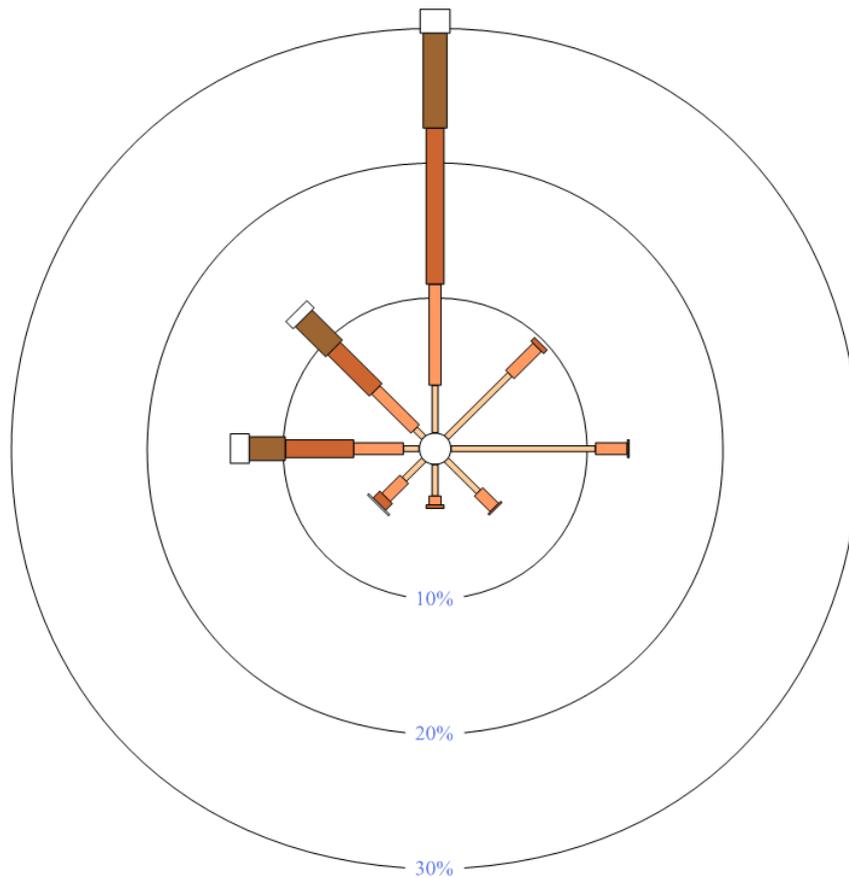
An asterisk (\*) indicates that calm is less than 0.5%.

Other important info about this analysis is available in the accompanying notes.



9 am Jul  
796 Total Observations

Calm 6%



### Rose of Wind direction versus Wind speed in km/h (19 Feb 1991 to 12 Aug 2017)

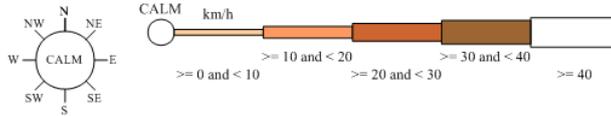
Custom times selected, refer to attached note for details

#### FRANKSTON AWS

Site No: 086371 • Opened Jul 1990 • Still Open • Latitude: -38.1481° • Longitude: 145.1156° • Elevation 6m

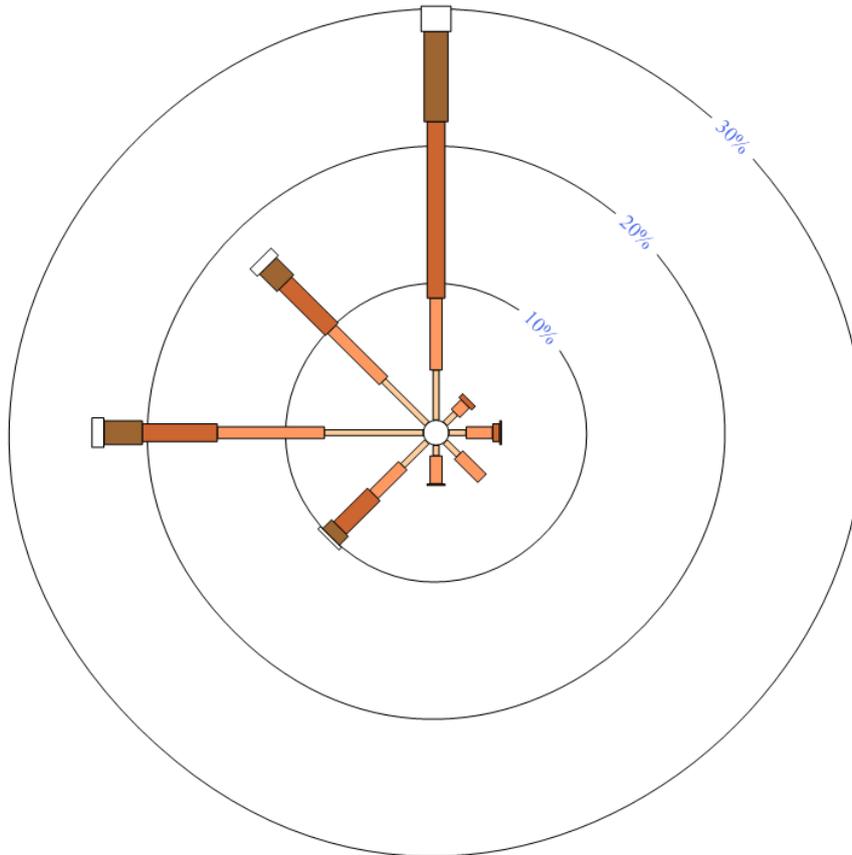
An asterisk (\*) indicates that calm is less than 0.5%.

Other important info about this analysis is available in the accompanying notes.



3 pm Jul  
800 Total Observations

Calm 5%



### Rose of Wind direction versus Wind speed in km/h (19 Feb 1991 to 12 Aug 2017)

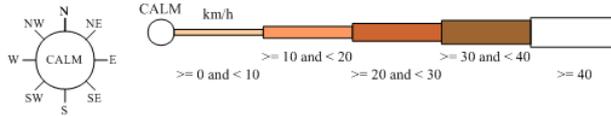
Custom times selected, refer to attached note for details

#### FRANKSTON AWS

Site No: 086371 • Opened Jul 1990 • Still Open • Latitude: -38.1481° • Longitude: 145.1156° • Elevation 6m

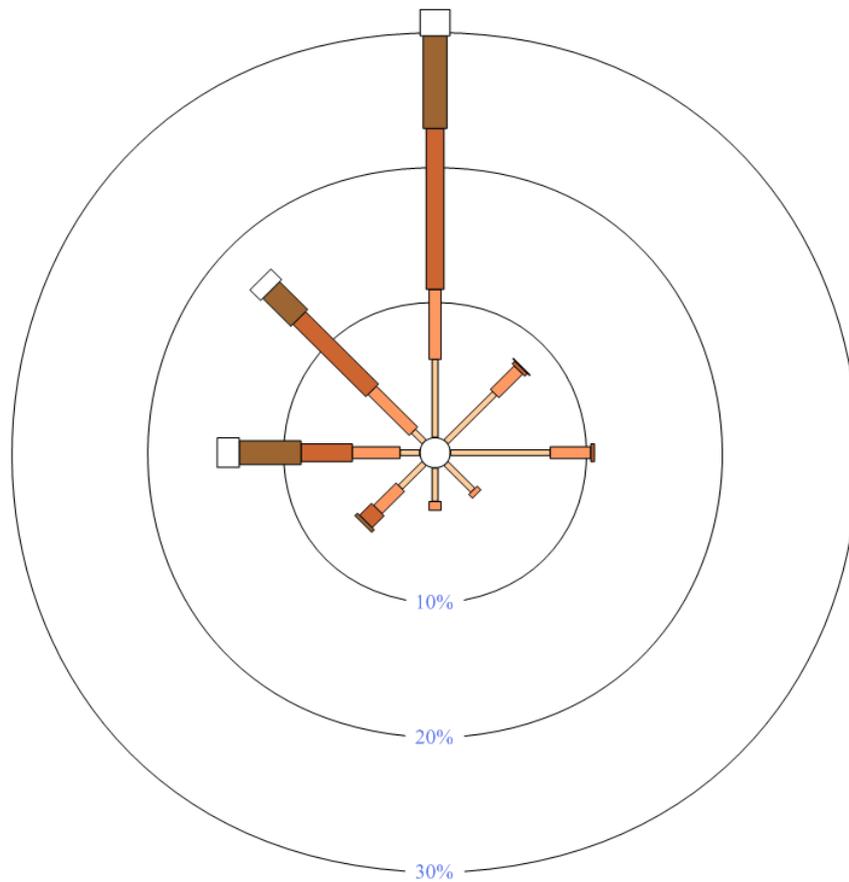
An asterisk (\*) indicates that calm is less than 0.5%.

Other important info about this analysis is available in the accompanying notes.



9 am Aug  
772 Total Observations

Calm 6%



### Rose of Wind direction versus Wind speed in km/h (19 Feb 1991 to 12 Aug 2017)

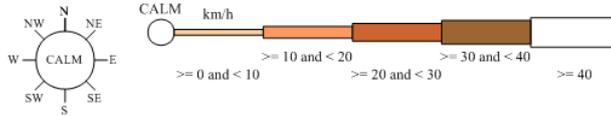
Custom times selected, refer to attached note for details

#### FRANKSTON AWS

Site No: 086371 • Opened Jul 1990 • Still Open • Latitude: -38.1481° • Longitude: 145.1156° • Elevation 6m

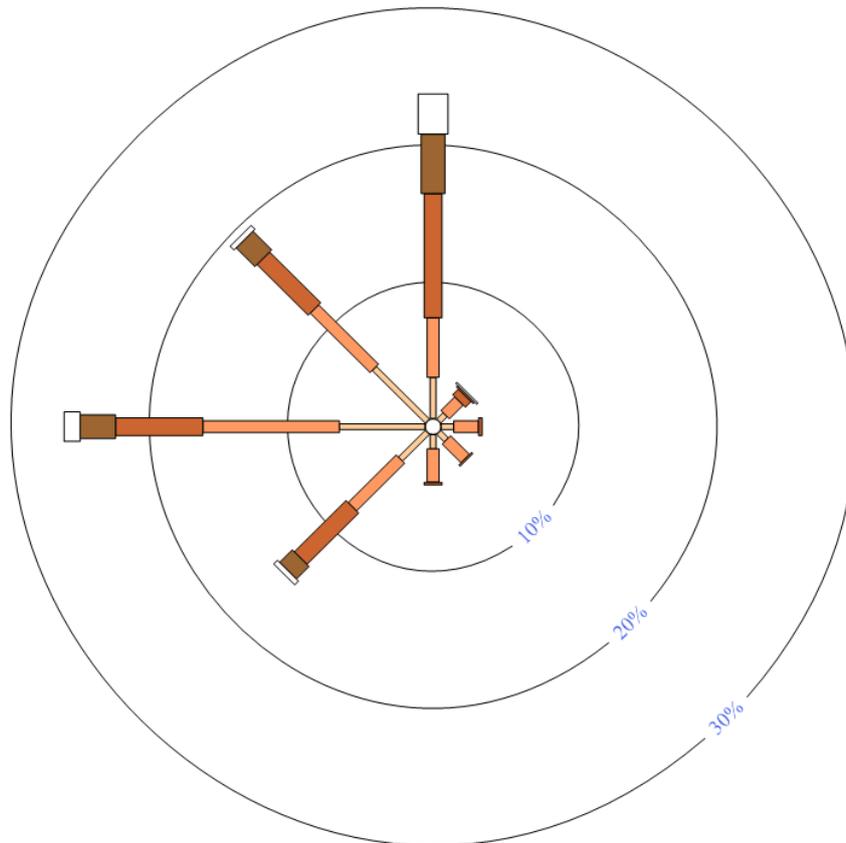
An asterisk (\*) indicates that calm is less than 0.5%.

Other important info about this analysis is available in the accompanying notes.



3 pm Aug  
772 Total Observations

Calm 3%



### Rose of Wind direction versus Wind speed in km/h (19 Feb 1991 to 12 Aug 2017)

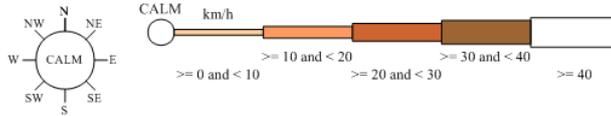
Custom times selected, refer to attached note for details

#### FRANKSTON AWS

Site No: 086371 • Opened Jul 1990 • Still Open • Latitude: -38.1481° • Longitude: 145.1156° • Elevation 6m

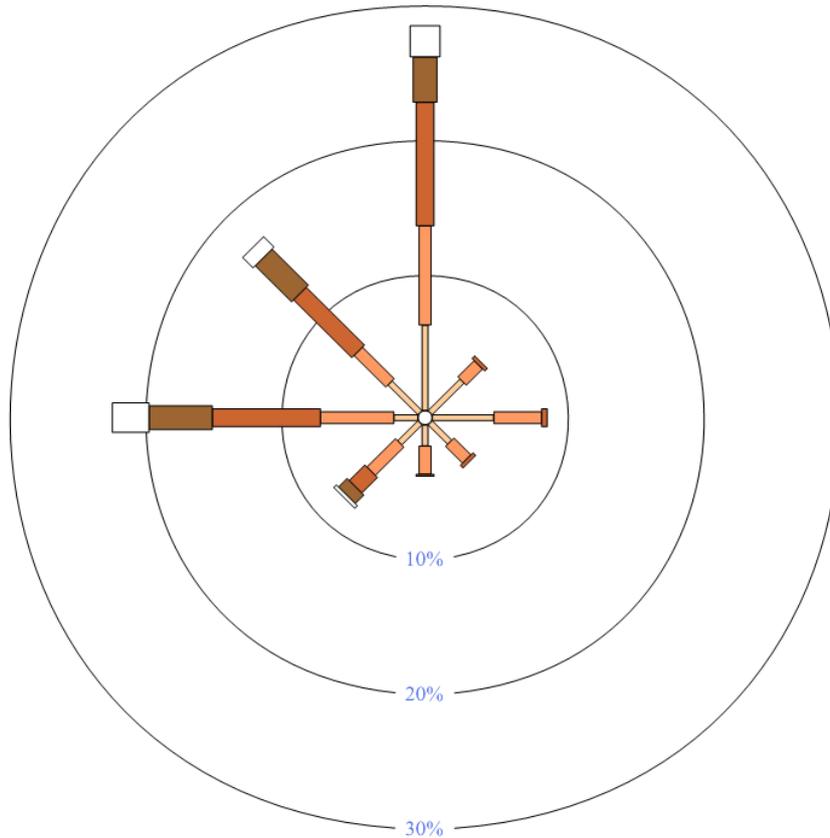
An asterisk (\*) indicates that calm is less than 0.5%.

Other important info about this analysis is available in the accompanying notes.



9 am Sep  
743 Total Observations

Calm 3%



### Rose of Wind direction versus Wind speed in km/h (19 Feb 1991 to 12 Aug 2017)

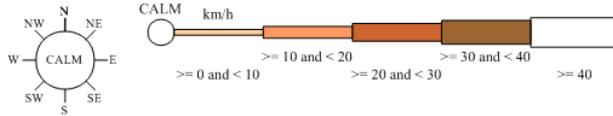
Custom times selected, refer to attached note for details

#### FRANKSTON AWS

Site No: 086371 • Opened Jul 1990 • Still Open • Latitude: -38.1481° • Longitude: 145.1156° • Elevation 6m

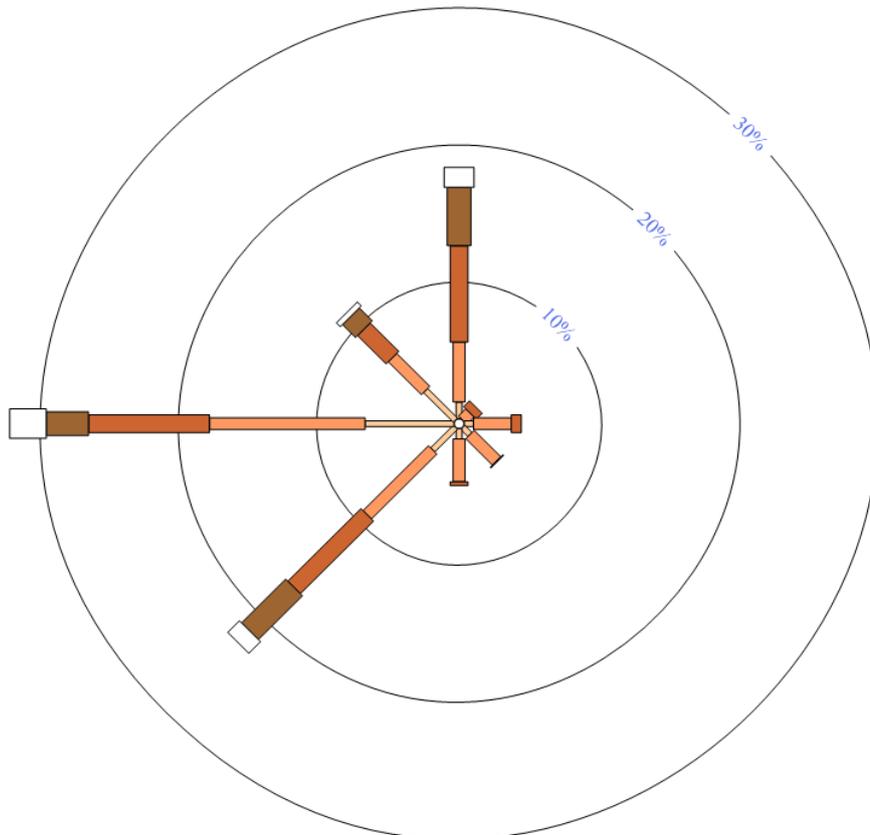
An asterisk (\*) indicates that calm is less than 0.5%.

Other important info about this analysis is available in the accompanying notes.



3 pm Sep  
743 Total Observations

Calm 2%



### Rose of Wind direction versus Wind speed in km/h (19 Feb 1991 to 12 Aug 2017)

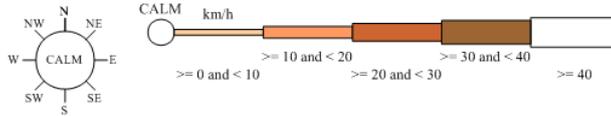
Custom times selected, refer to attached note for details

#### FRANKSTON AWS

Site No: 086371 • Opened Jul 1990 • Still Open • Latitude: -38.1481° • Longitude: 145.1156° • Elevation 6m

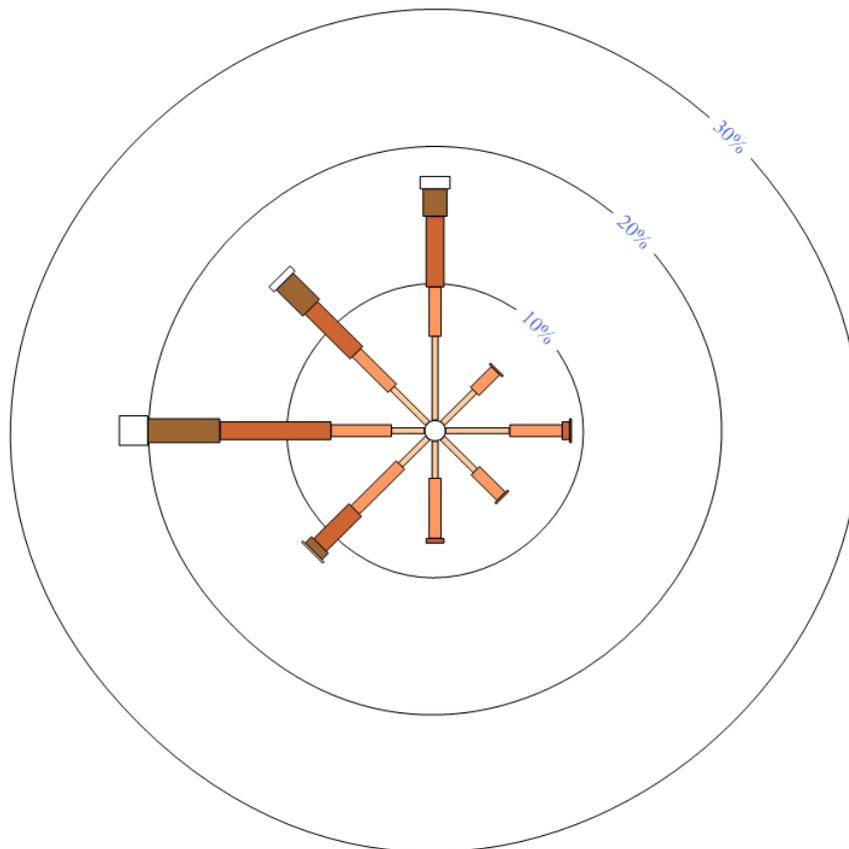
An asterisk (\*) indicates that calm is less than 0.5%.

Other important info about this analysis is available in the accompanying notes.



9 am Oct  
766 Total Observations

Calm 4%



### Rose of Wind direction versus Wind speed in km/h (19 Feb 1991 to 12 Aug 2017)

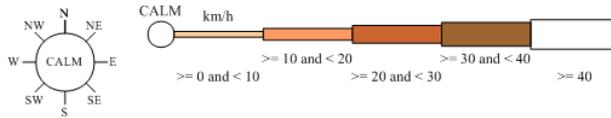
Custom times selected, refer to attached note for details

#### FRANKSTON AWS

Site No: 086371 • Opened Jul 1990 • Still Open • Latitude: -38.1481° • Longitude: 145.1156° • Elevation 6m

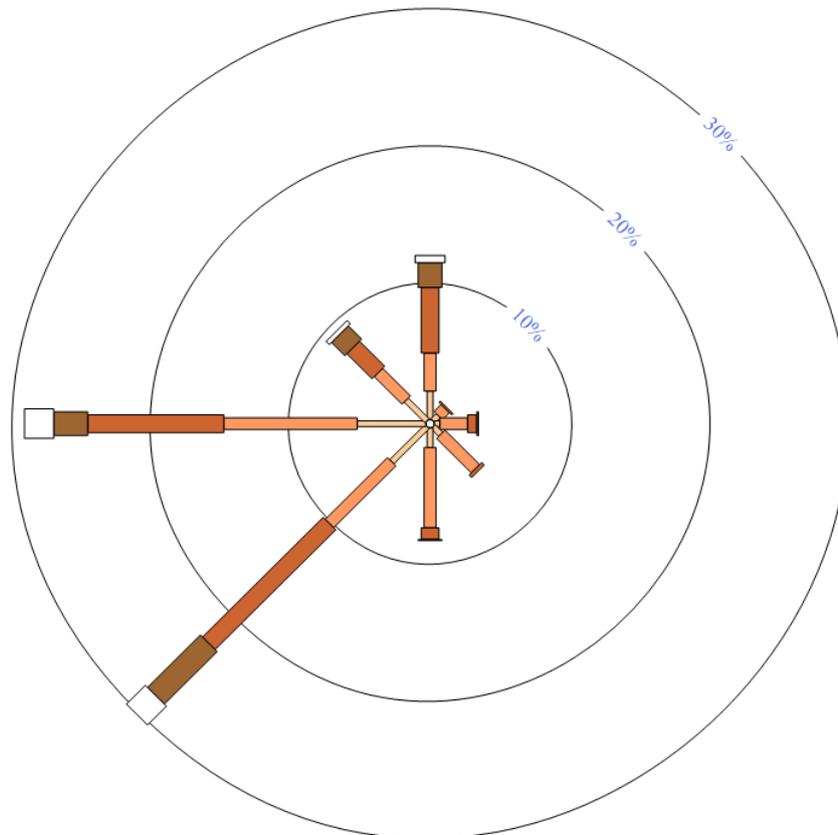
An asterisk (\*) indicates that calm is less than 0.5%.

Other important info about this analysis is available in the accompanying notes.



3 pm Oct  
765 Total Observations

Calm 1%



### Rose of Wind direction versus Wind speed in km/h (19 Feb 1991 to 12 Aug 2017)

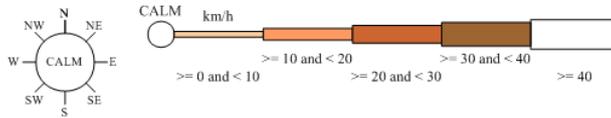
Custom times selected, refer to attached note for details

#### FRANKSTON AWS

Site No: 086371 • Opened Jul 1990 • Still Open • Latitude: -38.1481° • Longitude: 145.1156° • Elevation 6m

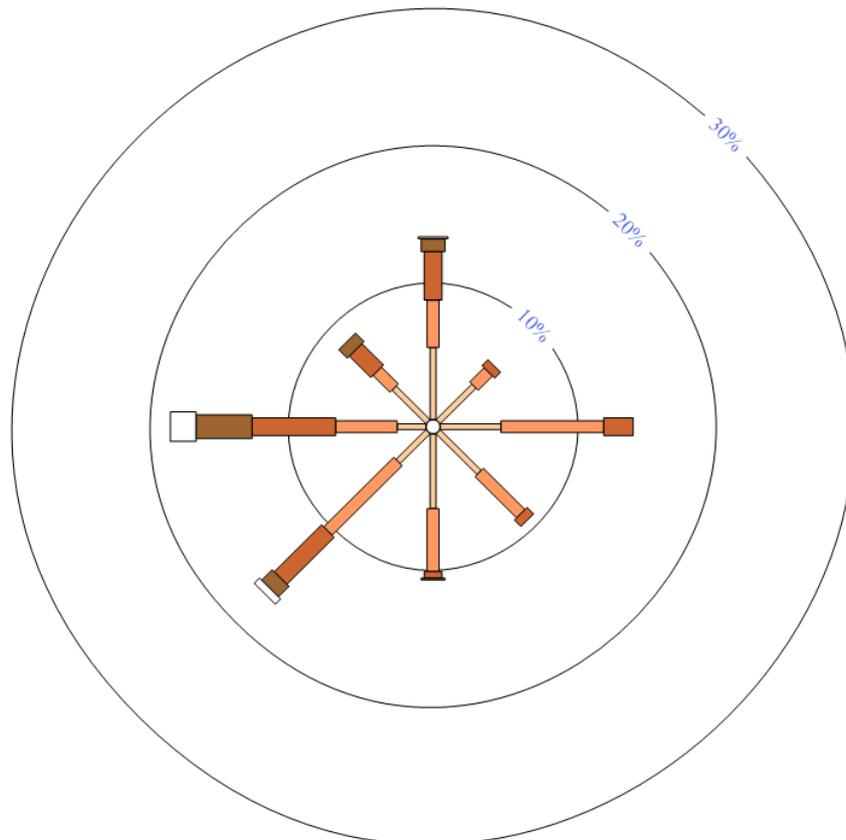
An asterisk (\*) indicates that calm is less than 0.5%.

Other important info about this analysis is available in the accompanying notes.



9 am Nov  
742 Total Observations

Calm 3%



### Rose of Wind direction versus Wind speed in km/h (19 Feb 1991 to 12 Aug 2017)

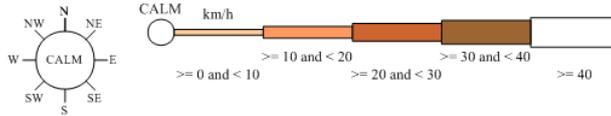
Custom times selected, refer to attached note for details

#### FRANKSTON AWS

Site No: 086371 • Opened Jul 1990 • Still Open • Latitude: -38.1481° • Longitude: 145.1156° • Elevation 6m

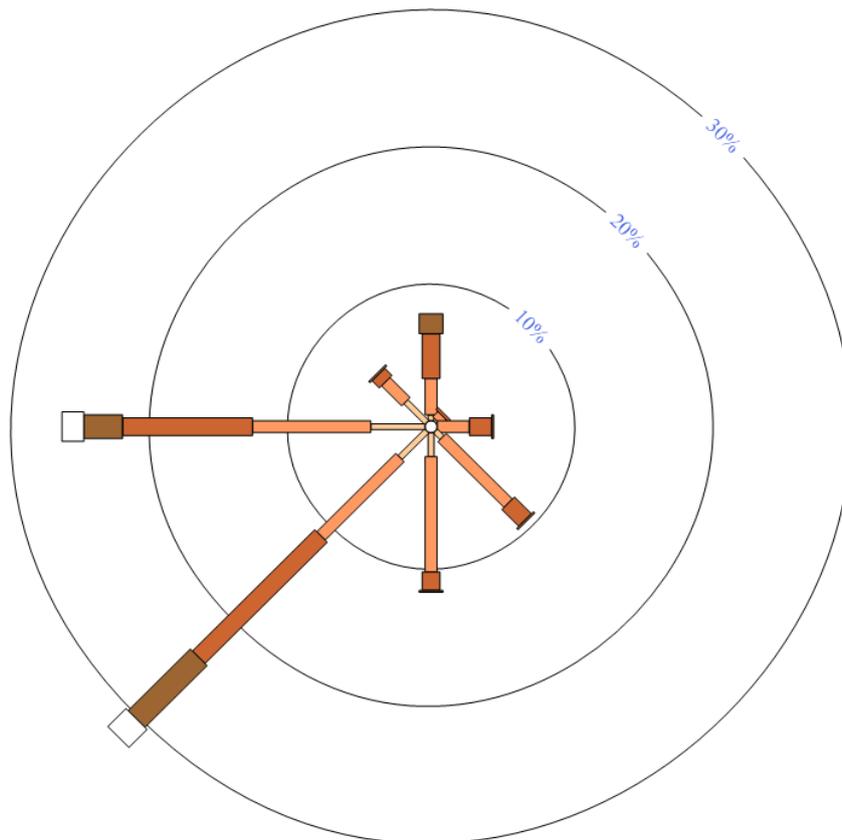
An asterisk (\*) indicates that calm is less than 0.5%.

Other important info about this analysis is available in the accompanying notes.



3 pm Nov  
743 Total Observations

Calm 2%



### Rose of Wind direction versus Wind speed in km/h (19 Feb 1991 to 12 Aug 2017)

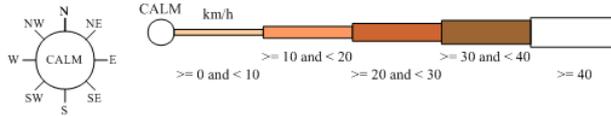
Custom times selected, refer to attached note for details

#### FRANKSTON AWS

Site No: 086371 • Opened Jul 1990 • Still Open • Latitude: -38.1481° • Longitude: 145.1156° • Elevation 6m

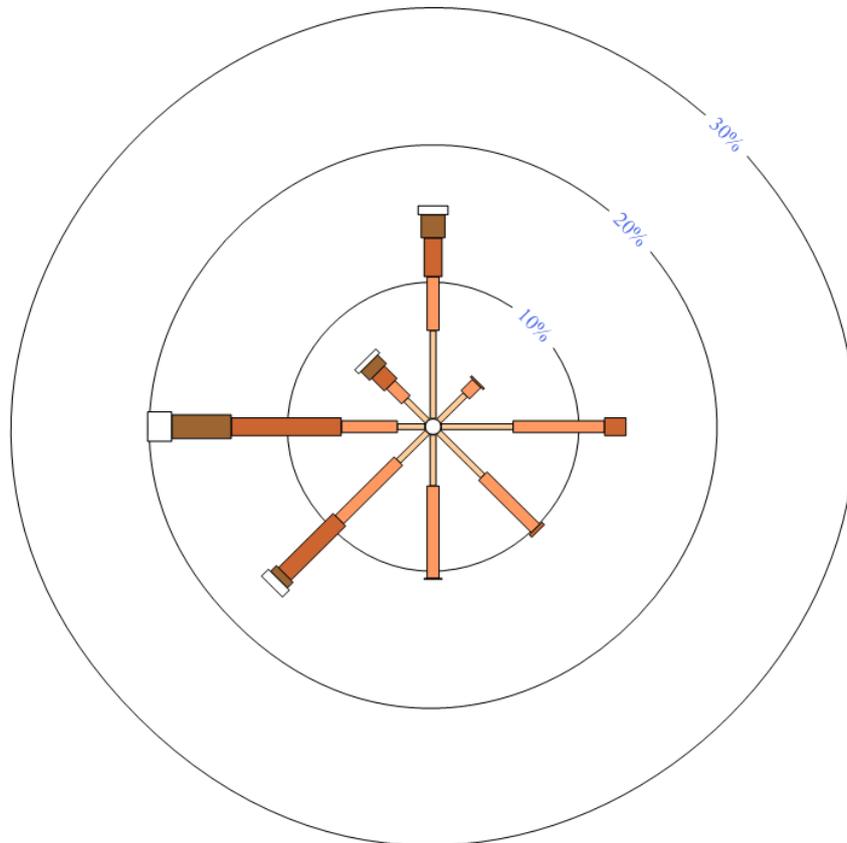
An asterisk (\*) indicates that calm is less than 0.5%.

Other important info about this analysis is available in the accompanying notes.



9 am Dec  
767 Total Observations

Calm 3%



### Rose of Wind direction versus Wind speed in km/h (19 Feb 1991 to 12 Aug 2017)

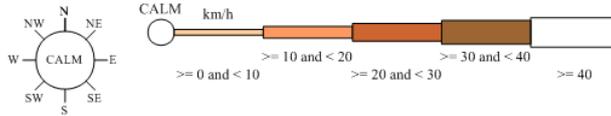
Custom times selected, refer to attached note for details

#### FRANKSTON AWS

Site No: 086371 • Opened Jul 1990 • Still Open • Latitude: -38.1481° • Longitude: 145.1156° • Elevation 6m

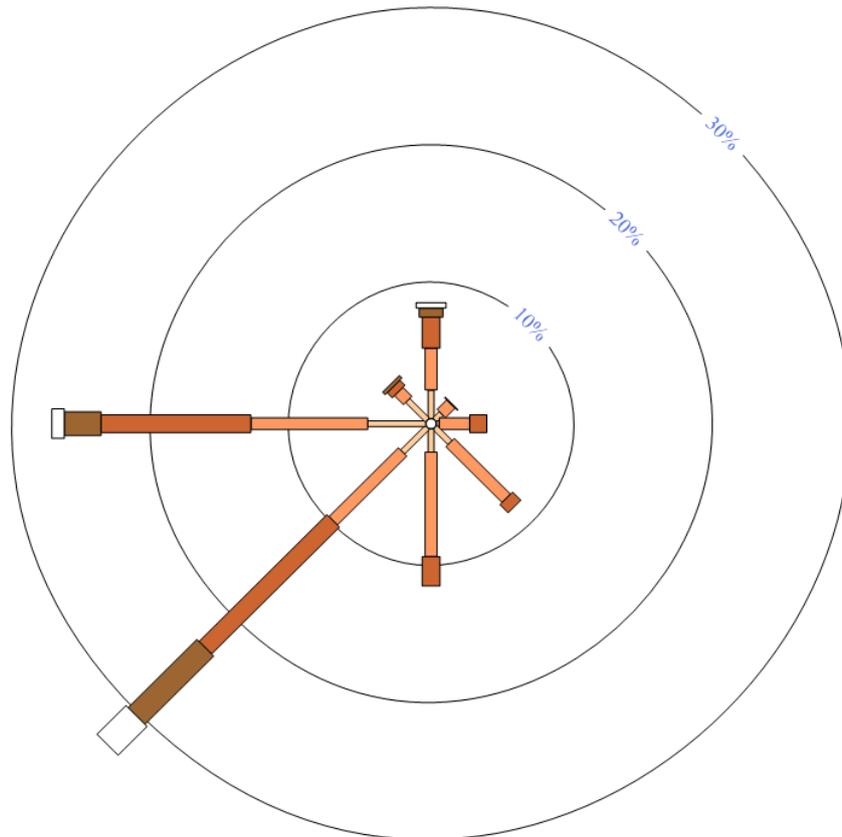
An asterisk (\*) indicates that calm is less than 0.5%.

Other important info about this analysis is available in the accompanying notes.



3 pm Dec  
763 Total Observations

Calm 2%



# Appendix B

ADCP Data Collection



## HYDRODYNAMICS ADJACENT TO FRANKSTON PIER, VICTORIA



Report to

Kellogg Brown and Root

June 2018



[www.marinesolutions.net.au](http://www.marinesolutions.net.au)

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Version	Author	Date reviewed	Reviewed by	Notes
1 of 4	J. Smart	10/04/2018	A. Ford	
2 of 4	J. Smart			
3 of 4	J. Smart			
4 of 4	J. Smart	4/06/2018	A. Ford	Updated interpretation of wave direction data

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¹ Cover photo, Frankston Pier, Victoria (photo: Google Earth, 2018).

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## 1 EXECUTIVE SUMMARY

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Marine Solutions was contracted by Kristen Orange (KBR) to undertake a deployment of equipment suitable to record water currents and wave heights off Frankston pier in Port Phillip Bay, Victoria. A Nortek AWAC 1 Mhz Acoustic Doppler Current Profiler (ADCP) was deployed by Marine Solutions for a period of six weeks between early February and late March, 2018. Data analysed within this report was collected over 19 days, from 4/03/2018 to 23/03/2018.

Water currents predominantly flowed to the north east, parallel to the shore. The average current velocity at the ADCP site was found to decrease with increasing depth, with wind driven and faster moving currents in surface waters (average  $0.14 \text{ m sec}^{-1}$ ), and slower moving currents in bottom waters (average  $0.06 \text{ m sec}^{-1}$ ). Average current speed throughout the water column was approximately  $0.08 \text{ m sec}^{-1}$ .

Wave direction was predominantly from the west, likely reflecting the influence of westerly winds in Port Phillip Bay. Mean significant wave height was 0.27 m, with 90% of waves less than 0.9 m. The maximum significant wave height recorded was 2.20 m, however waves over 1.5 m accounted for less than 5% of observations.

Sea temperatures ranged between approximately  $18.9^{\circ}\text{C}$  and  $21.6^{\circ}\text{C}$ . Tidal range in the area was less than 1 m.

## 2 INTRODUCTION

---

Marine Solutions was contracted by Kirsten Orange (KBR) to collect hydrodynamic data (currents, waves and tides) adjacent the Frankston Pier in Port Phillip Bay, Victoria. A Nortek AWAC 1MHz ADCP was deployed for a period of six weeks between early February and late March 2018.

## 3 METHODS

---

A Nortek AWAC 1 Mhz ADCP with a symmetrical transducer orientation was deployed by boat approximately 1.2 km west of Frankston Pier on 09/02/2018 (-38.147317° S 145.10000° E; Figure 1). The ADCP was deployed for 6 weeks, from the 09/02/2018 to 23/03/2018.

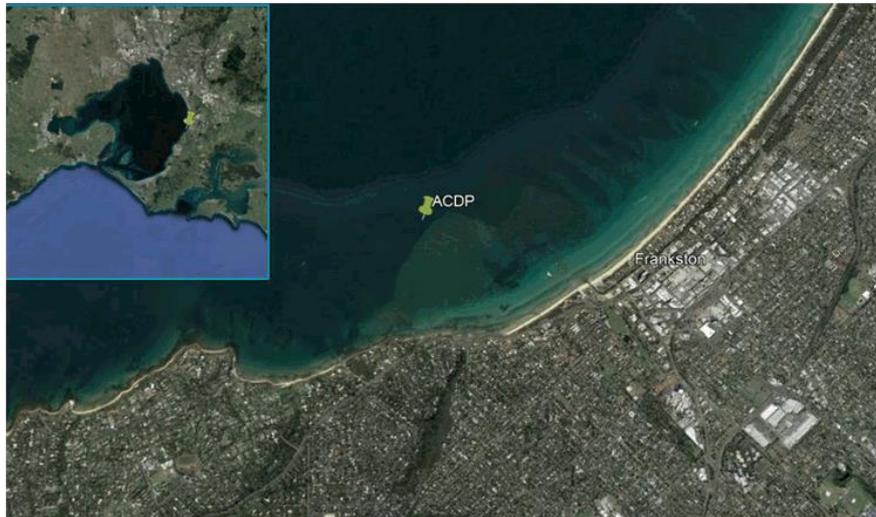


Figure 1 Location of ADCP for duration of deployment

Data were processed with Microsoft Excel. The ADCP has a blanking distance from the head in which it cannot collect data, and this area has been excluded from analysis. Photos of the ADCP at the beginning and end of the deployment are shown in Figure 2.

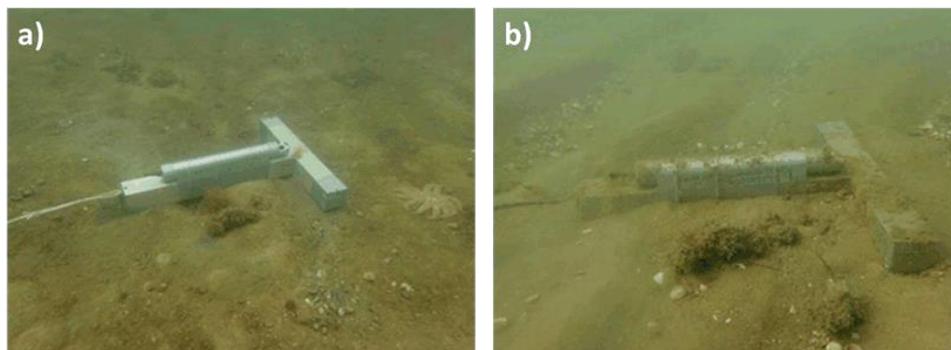


Figure 2 ADCP during a) deployment and b) retrieval

## 4 RESULTS

---

The ADCP was set to record data from 10/02/2018 to 23/03/2018. Upon retrieval, an unidentified error in the system caused data to only be recorded from 04/03/2018 – 23/03/2018, a period of 19 days.

Results pertaining to this data set therefore reflect the 19-day period. For the raw deployment file see Appendix 1.

As per international convention, direction of wind and swell is determined by the direction from which they travel, whereas current direction is determined by the direction to which it travels (i.e. the heading).

#### 4.1 CURRENT DYNAMICS

The current throughout the water column at the ADCP site was dominated by a north eastern flow that ran parallel to the Frankston shoreline (Figure 3 and see Appendix 2 for depth averaged velocity and heading data). Average current velocity throughout the water column was approximately  $0.08 \text{ m sec}^{-1}$ .

Current velocity was generally slow and was found to decrease gradually with increasing depth, with faster moving currents in surface waters (average  $0.14 \text{ m sec}^{-1}$ ; Table 1), and slower moving currents in near-bottom and bottom waters (average  $0.06 \text{ m sec}^{-1}$ ; Figure 4; Figure 5). Maximum recorded velocity was  $0.86 \text{ m sec}^{-1}$  and was recorded in lower-mid water (4.2 m depth).

Current velocity was variable through time, with a noticeable sustained peak in velocity mid-way through the recording period at approximately 12/03/2018 (Figure 6). Despite an increase in wave height during this period (see Section 4.2), the increase in velocity did not occur in surface waters, and therefore was unlikely to be attributed to increased wind velocity. The cause of this increase in current velocity is unknown.

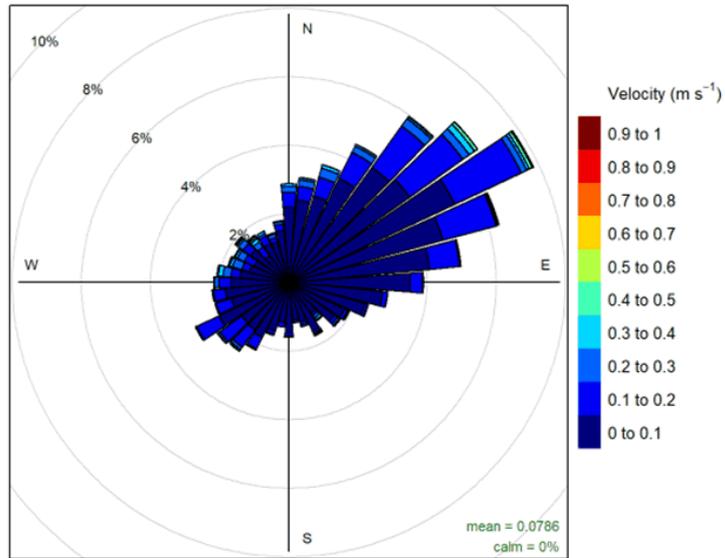


Figure 3 Average current flow (heading) and velocity across all cell depths (1.2 m - 6.2 m)

**Table 1 Mean and maximum current velocity (m sec<sup>-1</sup>) at the surface (1.2 m), upper mid-water (2.2 m), mid water (3.2 m), lower mid-water (4.2 m) and near bottom-waters (5.2 m)**

Group	n	Mean	sd	Min	Max
1.2 m	1765	0.14	0.10	0	0.56
2.2 m	1765	0.07	0.07	0	0.79
3.2 m	1765	0.07	0.06	0	0.56
4.2 m	1765	0.06	0.05	0	0.86
5.2 m	1765	0.06	0.05	0	0.58

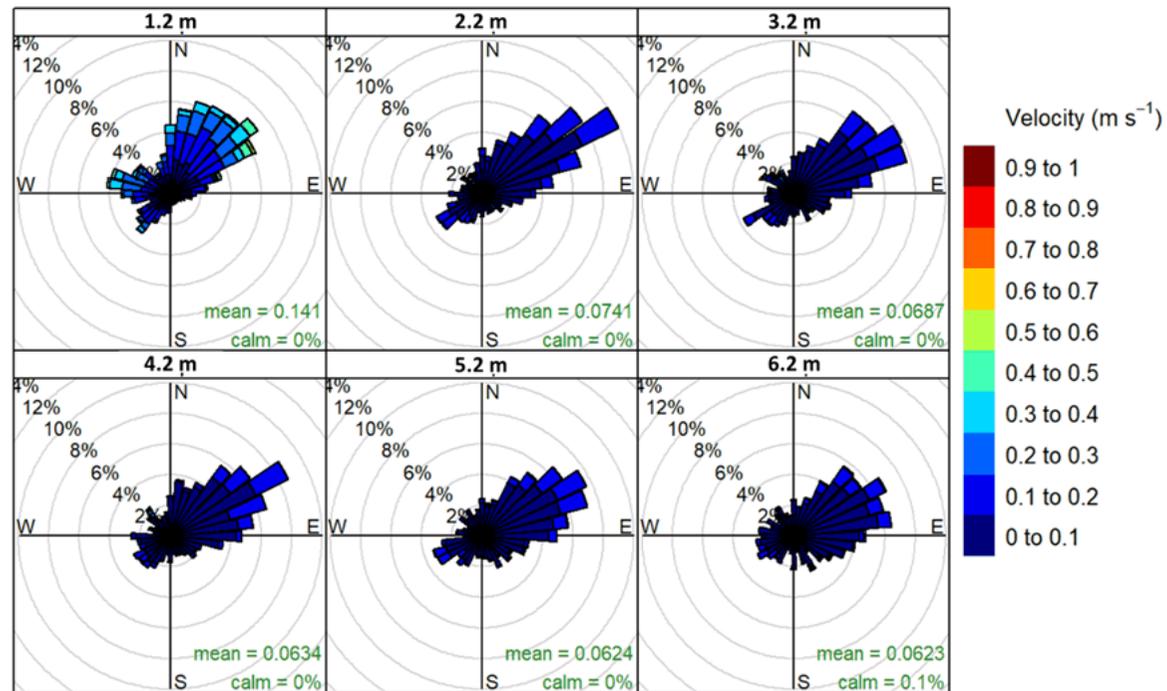


Figure 4 Current velocity and flow (heading) at the surface (1.2 m), upper mid-water (2.2 m), mid water (3.2 m), lower mid-water (4.2 m), near bottom-waters (5.2 m) and bottom water (6.2 m) at the ADCP site within Port Phillip Bay.

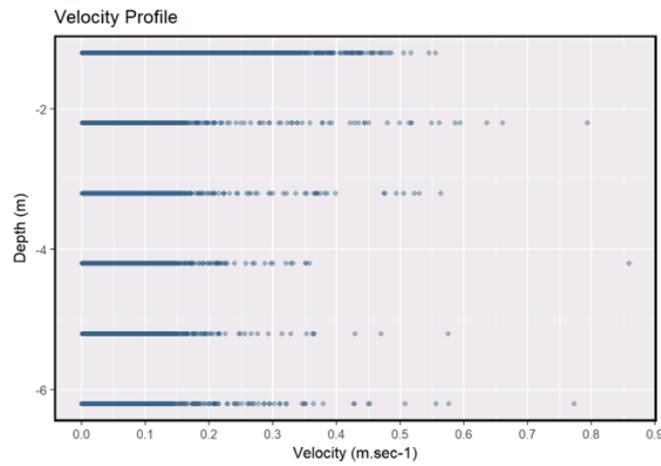


Figure 5 Current velocity at each depth bin

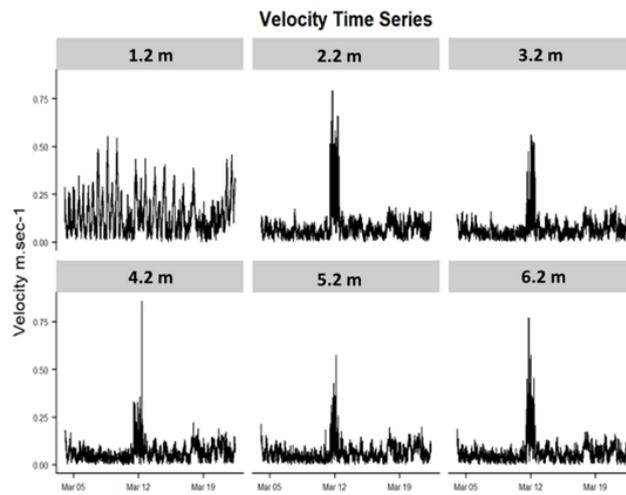


Figure 6 Velocity time series at each depth bin during the monitoring period

#### 4.2 WAVE HEIGHT AND DIRECTION

Wave direction was predominantly from the west, likely reflecting the predominant westerly winds and large fetch west of the ADCP site (Figure 7). All larger waves (0.6 m – 2 m height) travelled from west to east. Any wave movements in a westward direction were between 0 m - 0.1 m in height.

The mean significant wave height was 0.27 m and the maximum significant wave height recorded was 2.20 m (Table 2). A single large swell event occurred around 19/03/2018, with wave heights regularly exceeding 1 m (Figure 8). The large variation in wave heights throughout the monitoring period can largely be attributed to wind strength and tidal movements, with stronger winds or tidal movements that opposed wind direction resulting in larger waves.

The wave period varied from 3.2 seconds to 6.21 seconds, with shorter intervals likely due to weaker winds, and longer periods reflecting larger swell events due to higher winds (Table 2). The average peak period was 3.47 seconds, indicating the period between waves was generally small with less energy within waves.

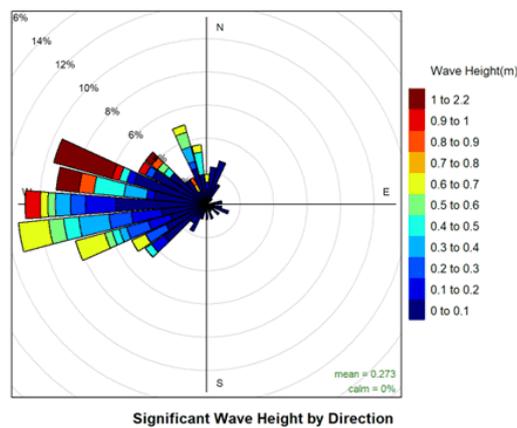
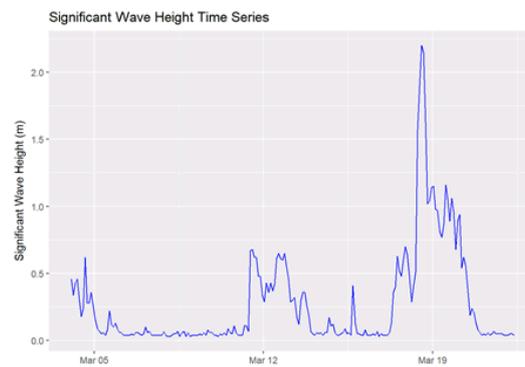


Figure 7 Significant wave height and direction at the ADCP site

**Table 2 Summary Statistics of Wave Height Data**

	Significant Wave Height (m)	Peak period (s)
<b>Min</b>	0.03	3.20
<b>Max</b>	2.20	6.21
<b>Mean</b>	0.27	3.47
<b>Standard Deviation</b>	0.38	0.47
<b>Count</b>	221	221



**Figure 8 Significant wave height time series over period of ADCP recording**

Approximately 90% of waves were below 1 m with 75% of total waves recorded less than 0.4 m (Figure 9). Waves with a significant wave height of over 1.5 m were uncommon and accounted for less than 5% of recordings.

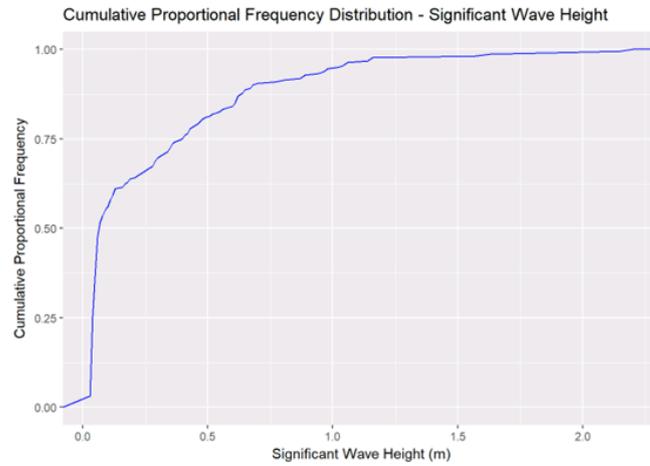


Figure 9 Cumulative frequency of significant wave heights for the deployment period

#### 4.3 TIDAL RANGE

Pressure was utilized as a proxy for tidal signal within Port Phillip Bay (Figure 10). The tidal signal was predominantly mixed semi-diurnal with periods of neap and spring tides. The pressure range during the monitoring period was approximately 1.0 dBar.

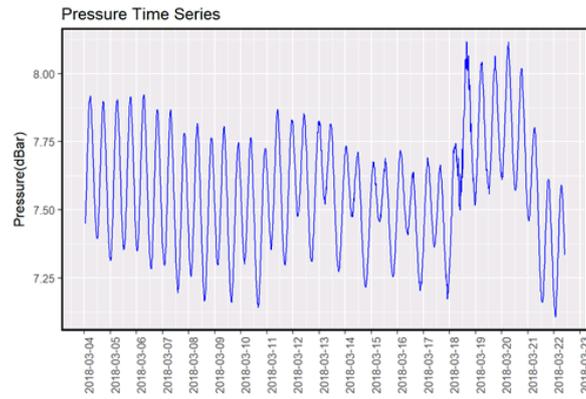


Figure 10 Pressure as a proxy for tidal signal at ADCP site

#### 4.4 SEA TEMPERATURE

Bottom water temperature ranged between 21.6 and 18.8°C over the monitoring period (Figure 11). A gradual decrease in sea temperature was observed towards the end of deployment period (12/03/18 to 22/03/18).

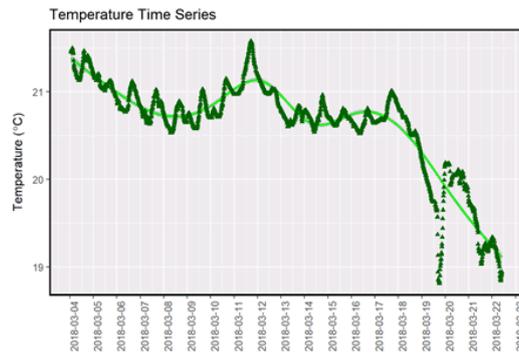


Figure 11 Sea temperature at ADCP deployment site

## 5 APPENDICES

---

### Appendix 1. Deployment information

Current time : 2/2/2018 3:37:54 PM  
Start at : 10/2/2018 3:37:00 PM  
Comment:  
Frankston for KBR

-----  
Profile interval (s) : 900  
Number of cells : 10  
Cell size (m) : 1.00  
Average interval (s) : 30  
Blanking distance (m) : 0.40  
Measurement load (%) : 75  
Power level : LOW+  
Number of wave samples : 1024  
Wave interval (s) : 7200  
Wave sampling rate (Hz) : 1  
Wave cell size (m) : 2.00  
Compass upd. rate (s) : 900  
Coordinate System : ENU  
Speed of sound (m/s) : MEASURED  
Salinity (ppt) : 35  
Analog input 1 : NONE  
Analog input 2 : NONE  
Analog input power out : DISABLED  
File wrapping : OFF  
Serial output/TellTale : OFF  
-----

Assumed duration (days) : 30.0  
Battery utilization (%) : 48.0  
Battery level (V) : 14.1  
Recorder size (MB) : 9  
Recorder free space (MB) : 9.000  
Memory required (MB) : 8.8  
Vertical vel. prec (cm/s) : 0.7  
Horizon. vel. prec (cm/s) : 2.2  
-----

Instrument ID : AQD11422  
Head ID : ASP 6558  
Firmware version : 3.39  
-----

AquaPro Version 1.28  
Copyright (C) Nortek AS  
=====



Deployment : Franks  
Current time : 2/2/2018 3:39:50 PM  
Start at : 2/10/2018 3:40:00 PM  
Comment:  
Frankston for KBR

-----  
Profile interval (s) : 900  
Number of cells : 10  
Cell size (m) : 1.00  
Average interval (s) : 30  
Blanking distance (m) : 0.40  
Measurement load (%) : 75  
Power level : LOW+  
Number of wave samples : 1024  
Wave interval (s) : 7200  
Wave sampling rate (Hz) : 1  
Wave cell size (m) : 2.00  
Compass upd. rate (s) : 900  
Coordinate System : ENU  
Speed of sound (m/s) : MEASURED  
Salinity (ppt) : 35  
Analog input 1 : NONE  
Analog input 2 : NONE  
Analog input power out : DISABLED  
File wrapping : OFF  
Serial output/TellTale : OFF

-----  
Assumed duration (days) : 30.0  
Battery utilization (%) : 48.0  
Battery level (V) : 14.2  
Recorder size (MB) : 9  
Recorder free space (MB) : 9.000  
Memory required (MB) : 8.8  
Vertical vel. prec (cm/s) : 0.7  
Horizon. vel. prec (cm/s) : 2.2

-----  
Instrument ID : AQD11422  
Head ID : ASP 6558  
Firmware version : 3.39

-----  
AquaPro Version 1.28  
Copyright (C) Nortek AS

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## **Appendix 2. Depth averaged velocity and heading**

See the attached file titled: "Appendix 2\_Frankston\_ADCP\_depth\_averaged\_velocity\_output\_updated"

# Appendix C

Concept Design of  
Breakwater Layout



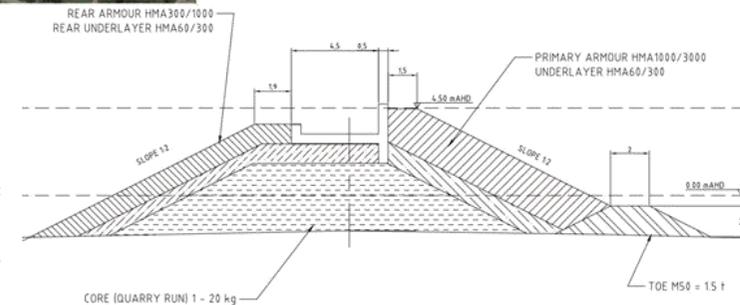
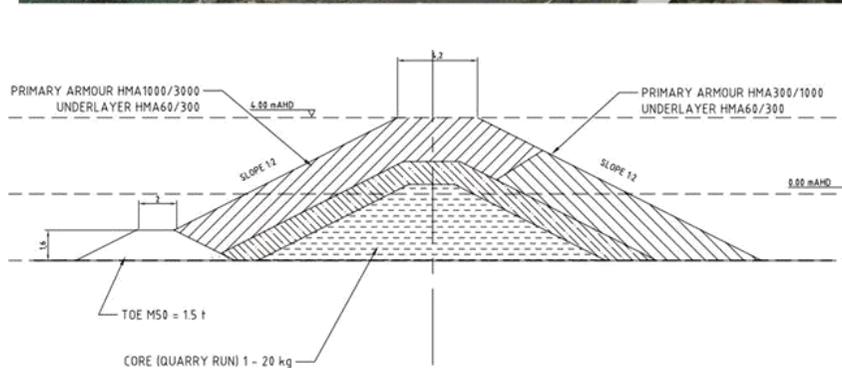
# Final Concept



# Breakwater Concept – GA & Cross-sections



- Boat ramp and jetty protected from all wave directions.
- Pontoon and gangway provided for Coast Guard and Water Police.
- Ambulance access provided to inner arm only.



# Appendix D

MCA Process



### 1.1.1 MCA Process

The MCA process should only be run using realistic options that can be effectively implemented without being subject to serious practical, engineering and physical constraints.

Figure A.1 outlines the methodology that will be adopted to assist in ranking potential options in terms of their suitability and practicality.

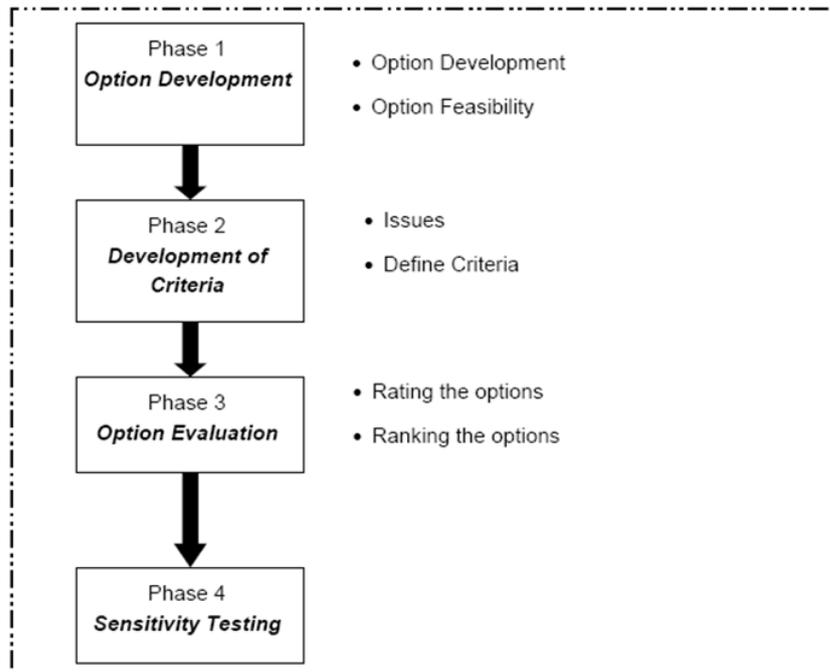


Figure A.1  
MCA PROCESS

## 1.2 PHASE 1 – OPTION DEVELOPMENT PROCESS

### 1.2.1 Option identification and feasibility

An initial review of existing site information, including the physical and environmental constraints, will assist in the generation of design options. Additionally, economic and social issues including capital and maintenance costs and aesthetics must be evaluated to identify possible options.

The practicality and overall feasibility of each identified option will be assessed in order to determine its validity for inclusion in the MCA process.

Once each option had been thoroughly reviewed and assessed, the list of options will be able to be refined to only include those options deemed to be the most feasible.

### 1.3 PHASE 2 – DEVELOPMENT OF EVALUATION CRITERIA

The MCA process involves the development of a list of evaluation criteria which will be utilised to make a comparative evaluation of design options. The criterion will be based on issues raised by client and our understanding of the challenges involved in the design.

This is a core stage of the MCA process and to be effective, evaluation criteria should satisfy a number of conditions, including:

- Must be able to discern between the options (i.e. criterion is not useful if all options satisfy equally).
- Must not highly correlate with another evaluation criteria.
- Must be able to be used to meaningfully ‘measure’ the acceptability of each of the options.
- Must be limited to a manageable number of criteria or the process would lose its transparency.
- Should integrate all points of views expressed by the members of the committee.

The development of evaluation criteria and associated weightings involved a number of discrete steps:

- Identification of the issues which are of importance when considering the various options.
- Development of broad headings from which specific criteria is established.
- Development and definition of specific criteria based on the issues that are likely to be key issues for any of the proposed works.
- Undertake a ‘paired comparison’ to rank the evaluation criteria in order of importance.

A variety of possible issues have been identified and shown in table A.1 (in no particular order):

**Table A.1 Consideration of possible issues associated with the development of potential options**

Possible issues related to design options	
Financial risk	Safety
Physically possible to undertake works	Ease of use
Construction difficulties	Financial impact
Impacts to the natural waterway	Operational requirements
Impacts to the residents	Long term structure management
Community acceptance	Aesthetically appealing
Long term waterway management	Pedestrian interaction
Impacts on rate payers	Visual amenity
Structurally stable	Suitability of construction methods/materials
Impacts on existing natural values of the site	On-going maintenance requirements
Limiting of continued intervention	

The key issues identified in Table A.1 can then used to develop and refine set evaluation criteria. An example of possible issues and related evaluation criteria are shown in Table A.2.

**Table A.2 Possible Issues identified and development of evaluation criteria**

Evaluation Criteria	Issues
1. Community acceptance of proposed option	Community acceptance. Visual amenity. Aesthetically appealing. Impacts on rate payers. Impacts on the residents
2. Cost effectiveness	Financial impact. Financial risk.
3. Constructability	Suitability of construction methods/materials. Physically possible to undertake works. Construction difficulties
4. Environmentally suitable	Long term waterway management Impacts on existing natural values of the site. Impacts to the natural waterway
5. Function	Structurally stable. Operational requirements Pedestrian interaction Ease of use Safety
6. Maintenance	On-going maintenance requirements. Long term structure management. Limiting of continued intervention.

Following the development of evaluation criteria, a simple definition or performance measure for each criterion will be developed. The evaluation criteria definition should provide a simple measure of the corresponding key issues. To be effective the performance measures for each criterion are required to be able to be meaningfully measured, discernable between options and to have very little correlation to other evaluation criterion.

**1.4 PAIRED COMPARISON ASSESSMENT**

While the MCA process allows economic, environmental and social considerations to be measured side by side, it is recognised that not every evaluation criteria has an equal weighting. The paired comparison technique is therefore used as a standard process to compare evaluation criteria against each other and identify the more ‘important’ criterion.

By using the paired comparison technique a weighting for each of the evaluation criteria is able to be derived. Table A.3 shows an example of the paired comparison between the criterions, with the letter of the more ‘important’ criterion denoted in the central matrix of the table. The frequency of each criterion is calculated by summing the number of times a criterion is denoted in the central matrix (i.e. determined to be the more ‘important’ criterion). The weighting for all criteria is then calculated by expressing each criterions frequency as a percentage sum of frequencies (or the ‘weighting factor’). To be effective, the paired comparison assessment should satisfy a number of conditions which include:

- Must be considered in a ‘global’ context and not only in the context of a specific situation that may exist.
- Are generally compatible with the views expressed by stakeholders regarding the relative importance of issues.

By using this process a weighting for each of the evaluation criteria is established. Table A.4 below demonstrates the results of the paired comparison assessment for each of the criteria and their subsequent weightings.

**Table A.4 Example Paired comparison**

Criteria	A	B	C	D	E	F	G	Frequency*	Weighting %
Criteria 1	A	A	A	A	A	A	A	6	27%
Criteria 2	B	B	B	B	B	B	B	5	23%
Criteria 3	C		D	E	F	C		1	5%
Criteria 4	D			E	D	D		3	14%
Criteria 5	E				F	E		3	14%
Criteria 6	F					F		3	14%
Criteria 7	G							1	5%
Weighting Factor** = 22								22	100%

Notes:

\* Frequency is the number of times each criterion compares better than each other criterion. For example, criterion D was considered more favourable on three occasions and therefore has a frequency of three.

\*\* Weighting factor is the total frequency of all criteria. The weighting factor is used to express the weighting of each criterion as a percentage (Frequency/Weighting Factor) \* 100 = Weighting

\*\*\* Frequency equal to zero - nominal weighting of 5% given

**1.5 PHASE 3 – OPTION EVALUATION MATRIX**

Once the first two phases of the MCA process are completed, the final step will be the comparison of each of the possible options using the list of evaluation criteria. The options are then evaluated using sensitivity testing, and re-running the MCA to refine the preferred options.

### 1.5.1 Rating the options

The comparison of each design option will be undertaken using the list of evaluation criteria. This will be achieved by 'rating' each of the options according to each of the evaluation criteria, using existing information regarding the site and previous experience with implementing each of the options. Each criterion will be given a rating ranging from 1 – 10, representing the importance of each criterion, with 10 being 'very good' and 1 being 'very poor'.

In completing the option evaluation matrices, each evaluation criteria will be considered individually with all design options rated before the process is repeated for the following criterion. While the individual ratings provide an indication to the level of importance each criterion has for each option, it is the final summation score that defines the overall order of rankings that identifies the best overall outcomes of the most feasible design option.

An example of this process is shown in figure A.2.

### 1.5.2 Ranking the options

To complete the process for final ranking, each rating will then multiplied by the weighting of the evaluation criteria to obtain 'weighted' evaluation criteria. These will then be added for each option to arrive at a total. These cumulative totals will then used to rank options in order of 'preference'. Ranking involves assigning each option a particular rank (1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>...) that reflects its perceived degree of importance relative to the decision being made. The outcome from the MCA process is a prioritisation of options for a given design (for example opening span and deck level). Depending on the number of options and criteria, the process can generate a vast amount of information.

The preferred option identified through the use of the 'multi criteria' evaluation technique is the option that is considered to have the least impact and most benefit. However it is also understood that factors which lie outside of the MCA process, such as political considerations, need to be taken into account. The MCA is a proven analysis technique which was well suited to a situation where a number of options were required to be partially and transparently compared in the context of a range of conflicting constraints. It not only identifies the preferred option, but also ranks all other options in order of preference.

Figure A.2 shows an example options evaluation matrix and the corresponding local and global ranks of possible options. The top five globally ranked options are highlighted.

Options evaluation matrix - options performance against each criterion is SCORED in red. The scores are then multiplied by the WEIGHTINGS and summed to produce a RESULT, which is then RANKED

			A	B	C	D	E	F				
			Community acceptance of proposed option (i.e. social, economic, aesthetically appealing)	Cost effectiveness of development (i.e. capex, opex, risk, return)	Constructability (i.e. level of difficulty associated with the construction of the proposed option, physically possible to construct)	Environmental suitability (i.e. does not diminish the natural values of the site)	Function (i.e. structurally stable and ease of operation)	Maintenance (i.e. the degree of on-going maintenance required to maintain the proposed option)				
			Complete acceptance	Very cost effective, low risk	Low level of difficulty associated with constructing the proposed option	Consistent with surrounding land use, positive impact to wetlandway (e.g. protection and enhancement of existing environmental values)	Excellent function	Low maintenance - minimal on-going maintenance works may be necessary				
			Mixture of support and opposition	Moderate risk and costs	Moderate level of difficulty associated with the proposed option	Partly consistent with surrounding land use, provides some protection to the existing values of the site	Mediocre	Moderate level of maintenance required				
			Complete opposition	High risk and significant costs	High level of difficulty associated with the proposed option	Inconsistent with surrounding land use, does not enhance the values of the site and provides limited protection to existing values of the site	Poor function	High maintenance - significant level of ongoing maintenance required				
			Most favourable (10)						(10) Most favourable			
			(5)						(5)			
			Least favourable (1)						(1) Least favourable			
OPTIONS			19	26	13	13	25	6	RESULTS and RANKINGS			
	Options	Description	Weighted Score	Weighted Score	Weighted Score	Weighted Score	Weighted Score	Weighted Score	Total	Local Rank	Global Rank	
A	Possible Option	A1 Possible Option Type	A1.1 Detailed description of possible option	3	10	10	4	3	10	619	1	1
		B1 Possible Option Type	B1.1 Detailed description of possible option	5	3	9	10	6	3	575	1	3
C	Possible Option	C1 Possible Option Type	C1.1 Detailed description of possible sub-option	5	6	7	5	6	4	569	2	5
			C1.2 Detailed description of possible sub-option	5	6	7	5	6	5	575	1	3
			C1.3 Detailed description of possible sub-option	7	4	6	5	6	5	550	3	6
			C1.4 Detailed description of possible sub-option	7	4	6	5	6	4	544	4	7
			C1.5 Detailed description of possible sub-option	6	5	4	6	3	3	456	5	10
D	Possible Option	D1 Possible Option Type	D1.1 Detailed description of possible sub-option	4	1	2	7	2	8	313	2	13
			D1.9 Detailed description of possible sub-option	3	1	2	6	2	8	281	3	14
			D1.10 Detailed description of possible sub-option	4	1	3	7	2	8	325	1	12
E	Possible Option	E1 Possible Option Type	E1.1 Detailed description of possible option	6	5	5	8	7	4	600	1	2
F	Possible Option	F1 Possible Option Type	F1.1 Detailed description of possible option	4	6	5	5	6	6	538	1	8
G	Possible Option	G1 Possible Option Type	G1.1 Detailed description of possible option	1	1	2	2	2	10	206	1	16
H	Possible Option	H1 Possible Option Type	H1.1 Detailed description of possible sub-option	4	4	4	4	5	7	444	2	11
			H1.2 Detailed description of possible sub-option	4	4	4	4	6	8	475	1	9

Figure A.2: Example Options Evaluation Matrix

#### 1.6 PHASE 4 – SENSITIVITY TESTING

This phase is not a compulsory phase of the MCA process; however it is a technique that may be used to resolve any uncertainty that could potentially arise through the first three phases of the MCA process, particularly if the final rankings are closely grouped.

To validate the outcome of the option evaluation, a series of ‘sensitivity’ tests may be carried out. At this stage of the process the assigned weightings in the model are systematically varied to see how they impact the results. This can help account for uncertainty. The first sensitivity test may involve weighting each criterion equally. This gives an indication of the impact of the weighting. The removal of a particular criterion from the evaluation may also indicate whether a particular criterion has biased the outcome. If a minor variation in one variable has a significant impact on the result, that variable should be subject to further validation. In the event that there is no change in the top ranked option, there can be greater certainty the preferred option is not sensitive to any particular criterion.

#### 1.7 REFERENCES

CIFOR, Mendoza, G. A., Macoun, P., Pralohu, R., Sukadri, D., Purnomo, H., Hartanto, H. 1999, *Guidelines for applying multi-criteria analysis to the assessment of criteria and indicators*.

Kiker, G. A., Bridges, T. S., Varghese, A., Seager, T. P. Linkov, I., 2005, *Application of Multi-criteria decision analysis in environmental decision making*, Integrated Environmental Assessment and Management, Vol. 1, No. 2, pp. 95-108.

# Stakeholder Engagement Plan



PROJECT NAME: **Safe Boat Refuge and Coast Guard Building at Olivers Hill**

*opportunity » growth » lifestyle*

## Communication objectives

- Engage with community on the project and seek feedback
- Seek commitment from State and Federal Government for funding

## Target audiences

- Local residents
- Marine and boating groups and persons
- Emergency Services, VicPolice
- MPs and candidates
- Local media
- Council's Internal Teams – Planning, Buildings and Capital Works Delivery
- DELWP, VicRoads and Parks Victoria
- Frankston Coast Guard
- Kananook Creek Association, Frankston Beach Association, Long Island Residents

## Key messages

- Council is asking all state and federal candidates to commit \$8 million each for Olivers Hill Precinct Works which includes building a new safe boat refuge, new Coast Guard building, new public toilets and associated pedestrian access and car park improvement works.
- This project will allow Frankston Coast Guard to respond to emergencies quickly while providing safe mooring for all marine vessels



### List of schedule of activities

Project phase and activity	Who is involved?					Indicative Timelines	Who is responsible?
	Inform	Consult	Involve	Collaborate	Stakeholders		
<b>Draft Concept Plan Development</b>							
Finalising Scope of Works (Setting up Project Advisory Group)				√	<ul style="list-style-type: none"> <li>Frankston Coast Guard</li> <li>Emergency Management Victoria</li> <li>Transport Safety Victoria</li> <li>VicPolice</li> <li>DELWP</li> <li>Parks Victoria</li> <li>Council Planning and Engineering Teams</li> </ul>	Completed (August 2018)	Project Manager (PM)
Developing Draft Concept Plan				√	<ul style="list-style-type: none"> <li>Frankston Coast Guard</li> <li>Emergency Management Victoria</li> <li>Transport Safety Victoria</li> <li>VicPolice</li> <li>DELWP</li> <li>Parks Victoria</li> <li>Council Planning and Engineering Teams</li> </ul>	Completed (September 2018)	PM
Briefing to Major Projects Advisory Committee		√			<ul style="list-style-type: none"> <li>Major Projects Advisory Committee</li> </ul>	Completed (September 2018)	PM



Project phase and activity	Who is involved?				Stakeholders	Indicative Timelines	Who is responsible?
	Inform	Consult	Involve	Collaborate			
Finalising the Draft Concept Plan (For Council approval and Community Consultation)				√	<ul style="list-style-type: none"> <li>• Frankston Coast Guard</li> <li>• Emergency Management Victoria</li> <li>• Transport Safety Victoria</li> <li>• VicPolice</li> <li>• DELWP</li> <li>• Parks Victoria</li> <li>• Council Planning and Engineering Teams</li> </ul>	Completed (October 2018)	PM
Endorsement of Draft Concept Plan by Council				√	Council	November 2018	PM
<b>Community Engagement</b>							
Initial letterbox drop (to inform community of the project and upcoming information/consultation sessions) with FAQ	√				<ul style="list-style-type: none"> <li>• Local residents</li> <li>• Marine and boating groups and persons</li> <li>• Emergency Services, VicPol</li> <li>• Local media</li> <li>• DELWP and Parks Victoria</li> <li>• Frankston Coast Guard</li> <li>• Kananook Creek Association, Frankston Beach Association, Long Island Residents</li> <li>• Others (as applicable)</li> </ul>	December 2018	PM



Project phase and activity	Who is involved?				Stakeholders	Indicative Timelines	Who is responsible?
	Inform	Consult	Involve	Collaborate			
Notification to <b>Wider Community</b> Via <ul style="list-style-type: none"> <li>• Setting up 'Have your say' page on Council's website</li> <li>• Media Release</li> <li>• Social media promotion</li> </ul>		√			<ul style="list-style-type: none"> <li>• Media</li> <li>• Council's Communication Team</li> <li>• Frankston Coast Guard</li> <li>• Wider Community</li> </ul>	December 2018	PM Communication Team Frankston Coast Guard
2 Consultation Sessions		√			<ul style="list-style-type: none"> <li>• Local residents</li> <li>• Marine and boating groups and persons</li> <li>• Emergency Services, VicPol</li> <li>• Local media</li> <li>• DELWP and Parks Victoria</li> <li>• Frankston Coast Guard</li> <li>• Kananook Creek Association, Frankston Beach Association, Long Island Residents</li> <li>• Councillors</li> </ul>	December 2018	PM Communication Team Frankston Coast Guard



Project phase and activity	Who is involved?					Indicative Timelines	Who is responsible?
	Inform	Consult	Involve	Collaborate	Stakeholders		
<b>Evaluate feedback and finalise Concept Plan</b>							
Endorsement of concept plan by key stakeholders <ul style="list-style-type: none"> <li>Evaluate Feedback and prepare report for Council consideration with final concept plan</li> </ul>				√	<ul style="list-style-type: none"> <li>Frankston Coast Guard</li> <li>Emergency Management Victoria</li> <li>Transport Safety Victoria</li> <li>VicPolice</li> <li>DELWP</li> <li>Parks Victoria</li> <li>Council Planning and Engineering Teams</li> </ul>	February 2019	PM
Endorsement of final concept plan by Council and progression to further technical assessment as part of Environment and Planning approval process				√	Council	March 2019	PM
Notify community and key stakeholders of Council decision via letter drop and media release	√				<ul style="list-style-type: none"> <li>Local residents</li> <li>Marine and boating groups and persons</li> <li>Emergency Services, VicPolice</li> <li>Local media</li> <li>DELWP and Parks Victoria</li> <li>Frankston Coast Guard</li> <li>Kananook Creek Association,</li> </ul>	April 2019	PM



Project phase and activity	Who is involved?				Stakeholders	Indicative Timelines	Who is responsible?
	Inform	Consult	Involve	Collaborate			
					Frankston Beach Association, Long Island Residents		
<b>Environment and Planning Approval Process</b>							
Undertake Planning Approval Process (including additional consultation with wider community and external authorities)		√			<ul style="list-style-type: none"> <li>Council’s Planning Department</li> <li>DELWP, Parks Victoria, VicRoads</li> <li>Local Residents and Wider Community</li> </ul>	February 2019 – January 2020	PM
Briefing to Councillors on Planning Outcomes and next steps				√	Council	February 2020	PM
<b>Delivery of works (Subject to Council Approval for Works, Budget Provisions including Successful Funding Outcomes)</b>							
Tendering for Works (D&C Option)			√		Council’s Procurement Team	March – May 2020	PM
Evaluation of Tenders and Council Endorsement for Award of Works				√	<ul style="list-style-type: none"> <li>Council</li> <li>Project Tender Evaluation Team</li> <li>Council’s Procurement Team</li> </ul>	May – July 2020	PM



Project phase and activity	Who is involved?				Stakeholders	Indicative Timelines	Who is responsible?
	Inform	Consult	Involve	Collaborate			
Regular project updates to key stakeholders and local community	√				<ul style="list-style-type: none"> <li>Local residents</li> <li>Marine and boating groups and persons</li> <li>Emergency Services, VicPolice</li> <li>Local media</li> <li>DELWP, VicRoads and Parks Victoria</li> <li>Frankston Coast Guard</li> <li>Kananook Creek Association, Frankston Beach Association, Long Island Residents</li> </ul>	August 2020 – December 2021	PM
Project Milestone Reports	√				External Funding Providers (in line with Funding Agreement)	August 2020 – December 2021	PM
Completion and handover of the assets	√				Council’s Asset department	December 2021	PM
<b>Evaluation and debrief</b>							
Project Closure Report	√				Councils Asset department External Funding Providers	January 2022	PM

**\*\*Above timelines and activities are indicative only and are subject to review.**



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#### MEMORANDUM

To [REDACTED]

From [REDACTED]

Copy to [REDACTED]

Reference MEJ852-C1-S0003

Date 8 November 2018

Subject **OLIVERS HILL SAFE BOAT REFUGE - PRELIMINARY ENVIRONMENT AND PLANNING ASSESSMENT REVIEW**

#### PURPOSE

Frankston City Council (council) has commissioned Kellogg Brown & Root Pty Ltd (KBR) to undertake a preliminary assessment of the Olivers Hill Safe Boat Refuge, Frankston South proposal against the requirements of the *Environment Effects Act 1978* and the *Planning and Environment Act 1987*. The purpose of this assessment is to understand the environmental assessment and planning approvals that would apply to support development of the project.

Council is seeking to provide a breakwater as a safe boat refuge in heavy weather at Olivers Hill. This facility would also enable search and rescue operations, such as the coastguard and police vessels to launch safely in adverse weather conditions. This project is supported by the coastguard, emergency services, the local boating community and federal and state governments.

#### SCOPE OF WORKS

A summary of the main works associated with the concept plan include:

- The installation of a break wall to allow for:
  - Emergency service vessels to be permanently moored, launched and retrieved in all weather conditions;
  - The launching and retrieval of recreational vessels via the existing boat ramps.
- The construction of a new coast guard administration building;
- The construction of new public amenity facilities;
- Potential road and car park upgrades, to be determined at a later date.

Ancillary activities associated with main work are likely to include:

- The installation of a service road to the mooring location for emergency service vessels;
- Periodic sand dredging to allow vessels to continue to access the harbour;
- Installation of a shared user path;
- Modifications and installation of utility services;



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- Earthworks, retaining walls, landscaping and other applicable activities.

The current scope of works responds to the need to provide safe boat harbour facilities in the region. The current scope of work is significantly less intense form of development when compared to the previous proposals at this location, which allowed for a range of land uses associated with a safe boat refuge, including large marina style development. Previous proposals included residential hotel, boat sales, pleasure boat facilities, restaurant, and private moorings and associated commercial development. Previous facilities were also located in a fundamentally different position on the foreshore, with the revised concept plan seeking to take advantage of the existing boat launch and pier infrastructure at the bottom of Olivers Hill.

These previous proposals were subject to various assessment and approvals under the *Environment Effects Act 1978* and the *Planning and Environment Act 1987*. These historical assessment and approval processes are important to acknowledge as they influence stakeholder and community expectations for transparency in any development option undertaken.

#### **PLANNING AND ENVIRONMENT ACT 1987 REVIEW**

Refer to Attachment 1.

#### **ENVIRONMENTAL EFFECTS ACT 1978 REFERRAL CRITERIA REVIEW**

Refer to Attachment 2

#### **RECOMMENDATIONS:**

Preliminary recommendations from the planning review include:

- Further discussion with Council's Planning Department and/or DELWP with regards to existing land use and development controls, and how these would apply:
  - Seek confirmation that they agree with the suggested land use definitions and that the bulk of works would be considered exempt under the existing planning provisions;
- Discussion with DELWP with regards to:
  - The suitability of a corrections amendment to address the zoning anomaly;
  - The prospect of Ministerial Intervention to update the planning provisions. Specific points for discussion include:
    - The existing precedent which has been established by Amendments C30 and C50 to the Frankston Planning Scheme;
    - Whether a new Incorporated Document might be appropriate and, if so, what Conditions could apply;
    - Additional background documentation that would need to support an application for Ministerial Intervention;
    - Nature and extent of community consultation that would be necessary to support an application for Ministerial Intervention.
  - Consultation with VicRoads with regards to the potential for modifications to existing access arrangements.



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The review of the EES referral criteria concludes that the referral criteria are unlikely to be met. However, due to the large stakeholder interest in the project and the history of EES processes to date, it is recommended that a referral under the *Environment Effects Act 1978* is prepared for the Olivers Hill Safe Boat Refuge.

The following technical assessments be considered to inform both the planning approval and the EES referral:

- Baseline marine ecology assessment
- Preliminary Aboriginal Heritage Test under the Aboriginal Heritage Act 2006
- Due diligence terrestrial ecology assessment
- Landscape and visual impact assessment
- Traffic impact assessment
- Coastal process assessment (largely based on the assessment already completed for the concept design report).

While not considered directly as part of the EES referral criteria, consideration may be warranted to undertake a climate change risk assessment to support the development.

Further, based on feedback from Council's Planning Department, a precinct master plan (incorporating a landscape plan) would be required to support a planning permit process. This requirement could potentially be waived if the Ministerial Intervention process was adopted.

To support the environmental assessment and approvals processes, it is recommended that a Community and Stakeholder Management Strategy be prepared. It is also recommended that consultation with DELWP Planning and Environmental Assessment units commence to confirm support for the approvals pathway and the technical assessments.

# Appendix 1

PLANNING APPROVALS  
REVIEW



## APPENDIX 1- PLANNING APPROVALS REVIEW

### Historical Planning Approvals

The following describes the historical planning approvals associated with the construction of a safe boat refuge at Olivers Hill.

#### Planning Scheme Amendment C15 (in operation from: 22 October 2003).

Planning Scheme Amendment C15 to the Frankston Planning Scheme sought to rezone 35 hectares of land and sea at Olivers Hill from Public Conservation and Resource Zone (PCRZ) to Public Park and Recreation Zone (PPRZ), and sought to introduce an incorporated document into the Frankston Planning Scheme to facilitate and guide the development of safe boating facilities.

Amendment C15 followed the preparation of the Olivers Hill Safe Boating Facilities Environment Effects Statement (EES) (Kinhill and Arup Joint Venture, September 1998) and the subsequent Ministerial Assessment under the Environment Effects Act 1978 (July 2000). A panel hearing was undertaken to consider the planning scheme amendment, with the final amendment adopting a new Special Use Zone – Schedule 3 (SUZ3) in lieu of PPRZ. Amendment C15 and the associated planning controls allowed for the development of a large marina facility, subject to the satisfaction of a range of conditions as spelled out in the Schedule to the zoning provisions and the Frankston Safe Boating Facilities Incorporated Document (Frankston City Council, June 2004).

#### Planning Scheme Amendment C30 (in operation from 16 September 2004)

Planning Scheme Amendment C30 clarified areas of ambiguity in the planning controls approval as part of Planning Scheme Amendment C15. Amendment C30 also included a Supplementary Assessment of the environmental effects of the Olivers Hill Safe Boating Facilities. The amendment was approved through Ministerial Intervention as the proposed changes were deemed to not change the intention of Amendment C15, but merely clarify and reinforce the intent of the planning controls.

Changes to the planning controls that were associated with Amendment C30 include:

- Clarification around requirements concerning physical modelling and dredging/sand bypass;
- Incorporation of the Native Vegetation Management – A Framework for Action (August 2002) into the applicable planning controls;
- Minor corrections of wording where necessary to achieve consistency and clarity.

#### Planning Scheme Amendment C50 (in operation from 4 June 2009)

Planning Scheme Amendment C50 to the Frankston Planning Scheme amended Schedule 3 to the SUZ, and embedded a revised incorporated document into the Frankston Planning Scheme, the Frankston Safe Boat Harbour Incorporated Document (June 2008). As detailed within the explanatory report, Amendment C50 did not significantly alter the current planning and approval requirements included in the Frankston Planning Scheme, nor did it change the boundaries of SUZ3.

Key changes associated with Amendment C50 include:

- Increased the size (from 16ha to 22ha) and the range of activities which could be undertaken without the need for a planning permit.
- Moved land uses (residential hotel, boat sales, restricted recreation facilities and wharf) from Section 2 (permit required) to Section 1 (no permit required) of the Table of Uses of SUZ3, and makes uses subject to the following condition 'Must meet the requirements of the Frankston Safe Boat Harbour Incorporated Document'.
- Retained land uses (office, pleasure boat facility, convenience shop, convenience restaurant and ship chandlery) in Section 1 (no permit required), but deleted the existing conditions and makes uses subject to the following condition 'Must meet the requirements of the Frankston Safe Boat Harbour Incorporated Document'.
- Amended the Incorporated Document as follows:

- o Increased the maximum floor area of building that can be constructed on the site and be used for boat repairs from 80 square m to 300 square m.
- o Increased the maximum floor area of building that can be constructed on the site and be used for retail premises (i.e. convenience restaurant, restaurant, retail facilities, shops and takeaway food premises) from 500 square m to 2,000 m<sup>2</sup>.
- o Removed restrictions on boat length and beam that were included in the Planning Scheme.
- o Ensured built development is designed and constructed in accordance with the Design Guidelines (included in Section 2 of the Incorporated Document).
- o Provided for dry boat storage (up to 400 boats), short-term residential accommodation (up to 60 units), the sale of boats and boating equipment, a restricted recreation facility and a wharf subject to the satisfaction of specified conditions and requirements.
- o Increased the area of reclaimed land.
- o Increased the number of car parking from 430 to 660 spaces.
- o Provided the potential for a multi-level car parking facility.

Amendment C50 was prepared by the Minister for Planning, who was the planning authority for the amendment. The amendment was made at the request of Frankston City Council and followed the preparation of a Preferred Development Model for the Frankston Safe Boat Harbour, which was adopted by the Frankston City Council on 7 May 2007. Importantly, a precedent may have been established as part of Amendments C30 and C50 which indicates that Ministerial Intervention may be warranted.

## PLANNING REVIEW OF CURRENT PROPOSAL

### Land Use Definitions

In terms of definitions included within the Frankston Planning Scheme, the most appropriate land use definition for the Olivers Hill safe boat refuge is considered to be an Emergency Services Facility, given the primary purpose of the development is to provide administration and launching facilities for coast guard services, and given coast guard services fall under the remit of Emergency Services Victoria.

The break-wall and associated refuge could also be considered to be a Safe Boat Refuge/Boat Launching Facility, noting that the facility is necessary to allow for vessels to be safely launched and retrieved.

Ancillary uses associated with the proposal include Recreation Boat Facility, Car Park (existing use rights would apply in the instance of existing infrastructure) and Kiosk/Take Away Food Premises.

The applicable land use definitions associated with the proposal are as follows:

**Emergency Services Facility** is defined as follows under Clause 73.03:

*Land used to provide facilities for emergency services, such as fire prevention and ambulance services. It may include administrative, operational or storage facilities associated with the provision of emergency services.*

**Safe Boat Refuge** is undefined under Clause 73.03, however, a **Boat Launching Facility** is defined as follows:

*Land used to launch boats into the water and to retrieve boats from the water.*

### List Ancillary uses:

**Recreation Boat Facility** is defined as follows under Clause 73.03:

*Land used to provide facilities for boats operated primarily for pleasure or recreation, including boats operated commercially for pleasure or recreation.*

**Car park** is defined as follows under Clause 73.03:

*Land used to park motor vehicles.*

**Kiosk** is undefined under Clause 73.03, however, a **Take away food premises** is defined as follows:

*Land used to prepare and sell food and drink for immediate consumption off the premises.*

## Preliminary Assessment of Potential Permit Triggers

### Zoning considerations

The following section looks at applicable zoning provisions and has separated the permit trigger assessment between marine and foreshore land. It is noted that the provisions of Special Use Zone – Schedule 3 (SUZ3) have lapsed as the applicable documentation identified under Clause 2 was not prepared by 1 November 2017 pursuant to Clause 6. Therefore it is considered that controls governing the use and development of land zoned SUZ3 are inoperable/ineffectual (unless the use and development is otherwise considered exempt under Clause 5).



Figure 1. Land Use Zoning in close proximity to the proposed works.

### Works within Port Phillip Bay:

The applicable sections of Port Phillip Bay are zoned SUZ3 and Public Conservation and Resource Zone (PCRZ). A small section of the existing boat ramp is also zoned Public Park and Recreation Zone (PPRZ). Table 1 provides a summary of the permit controls relative to the key land use activities identified under Section 4 above.

Table 1. Summary of controls applicable to the marine environs.

Zone	Works proposed	Permit requirements (based on proposed works)
Public Conservation and Resource Zone (PCRZ) – currently applies to the northern section of the break-wall.	Emergency Services Facility	✓ Permit required for use.  ✗ No permit is required if the buildings and works are to be conducted by/on behalf of a public land manager under the relevant provisions of the <i>Local Government Act 1989</i> .
	Boat Launch Facility	✗ No permit is required if the land use is to be conducted by/on behalf of a public land manager under the relevant provisions of the <i>Local Government Act 1989</i> .  ✗ No permit is required if the buildings and works are to be conducted by/on behalf of a public land manager under the relevant provisions of the <i>Local Government Act 1989</i> .
	Recreational Boat Facility (Ancillary Use)	✗ No permit required for land use (the key rationale behind the break-wall is tied into a Boat Launch/Emergency Services Facility, not a Recreational Boat Facility; noting that existing use rights would apply in the instance of existing infrastructure).  ✗ No permit required for buildings and works (main works are considered to be associated with a Boat Launch/Emergency Services Facility, not a Recreational Boat Facility).
Special Use Zone – Schedule 3 (SUZ3) – currently applies to the southern section of the break-wall.	Emergency Services Facility	✗ Pursuant to Clause 5 of SUZ3, no permit is required if the land use is to be conducted by/on behalf of a public land manager under the relevant provisions of the <i>Local Government Act 1989</i> .  ✗ Pursuant to Clause 5 of SUZ3, no permit is required if the buildings and works are to be conducted by/on behalf of a public land manager under the relevant provisions of the <i>Local Government Act 1989</i> .

Zone	Works proposed	Permit requirements (based on proposed works)
	Boat Launch Facility	<p>✘ Pursuant to Clause 5 of SUZ3, no permit is required if the land use is to be conducted by/on behalf of a public land manager under the relevant provisions of the <i>Local Government Act 1989</i>.</p>
		<p>✘ Pursuant to Clause 5 of SUZ3, no permit is required if the buildings and works are to be conducted by/on behalf of a public land manager under the relevant provisions of the <i>Local Government Act 1989</i>.</p>
	Recreational Boat Facility (Ancillary Use)	<p>✘ Pursuant to Clause 5 of SUZ3, no permit is required if the land use is to be conducted by/on behalf of a public land manager under the relevant provisions of the <i>Local Government Act 1989</i>.</p>
		<p>✘ Pursuant to Clause 5 of SUZ3, no permit is required if the buildings and works are to be conducted by/on behalf of a public land manager under the relevant provisions of the <i>Local Government Act 1989</i>.</p>
<p>Public Park and Recreation Zone (PPRZ) – currently applies to the section of the boat ramp which extends into the bay.</p>	Boat Launch Facility	<p>✘ No permit is required if the land use is to be conducted by/on behalf of a public land manager under the relevant provisions of the <i>Local Government Act 1989</i>. Existing use rights would also apply in the context of the existing boat ramps.</p> <p>✘ No permit is required if the buildings and works are to be conducted by/on behalf of a public land manager under the relevant provisions of the <i>Local Government Act 1989</i>. Existing use rights would also apply in the context of the existing boat ramps.</p>
	Recreational Boat Facility (Ancillary Use)	<p>✘ No permit required for land use (the key rationale behind the break-wall is tied into a Boat Launch/Emergency Services Facility, not a Recreational Boat Facility; noting that existing use rights would apply in the instance of existing infrastructure).</p>

Zone	Works proposed	Permit requirements (based on proposed works)
		<ul style="list-style-type: none"> <li>✘ No permit required for buildings and works (main works are considered to be associated with a Boat Launch/Emergency Services Facility, not a Recreational Boat Facility).</li> </ul>

Works on the Foreshore:

The foreshore area is zoned PPRZ and interfaces with Road Zone – Schedule 1 (RDZ1). Table 2 provides a summary of the permit controls relative to the key land use activities identified above.

Table 2. Summary of controls applicable to the foreshore environs.

Zone	Works proposed	Permit requirements (based on proposed works)
Public Park and Recreation Zone (PPRZ) – currently applies to the foreshore area, including the existing car park, toilet block and surrounding garden beds.	Emergency Services Facility	<ul style="list-style-type: none"> <li>✘ No permit is required if the land use is to be conducted by/on behalf of a public land manager under the relevant provisions of the <i>Local Government Act 1989</i>.</li> </ul>
		<ul style="list-style-type: none"> <li>✘ No permit is required if the buildings and works are to be conducted by/on behalf of a public land manager under the relevant provisions of the <i>Local Government Act 1989</i>.</li> </ul>
	Boat Launch Facility	<ul style="list-style-type: none"> <li>✘ No permit is required if the land use is to be conducted by/on behalf of a public land manager under the relevant provisions of the <i>Local Government Act 1989</i>.</li> </ul>
		<ul style="list-style-type: none"> <li>✘ No permit is required if the buildings and works are to be conducted by/on behalf of a public land manager under the relevant provisions of the <i>Local Government Act 1989</i>.</li> </ul>
	Kiosk/Take Away Food Premises (Ancillary Use)	<ul style="list-style-type: none"> <li>✘ No permit is required if the land use is to be conducted by/on behalf of a public land manager under the relevant provisions of the <i>Local Government Act 1989</i>.</li> </ul>
		<ul style="list-style-type: none"> <li>✘ No permit is required if the buildings and works are to be conducted by/on behalf of a public</li> </ul>

Zone	Works proposed	Permit requirements (based on proposed works)
		land manager under the relevant provisions of the <i>Local Government Act 1989</i> .
	Car Park Expansion	<p>✘ No permit is required if the land use is to be conducted by/on behalf of a public land manager under the relevant provisions of the <i>Local Government Act 1989</i>.</p> <p>✘ No permit is required if the buildings and works are to be conducted by/on behalf of a public land manager under the relevant provisions of the <i>Local Government Act 1989</i>.</p>
Road Zone Schedule 1	Road works, including modification and signalisation of the intersection.	<p>✘ No permit required for land use (as detailed below, a permit would be required to intensify use and/or alter access arrangements under Clause 52.29).</p> <p>✘ No permit required for buildings and works (as detailed below, a permit would be required to intensify use and/or alter access arrangements under Clause 52.29).</p>

**Overlay Provisions**

No overlays are applicable to the area in question.

**Particular Provisions**

Clause 52.17 (Native Vegetation).

As detailed within the background assessments, there is a patch of 667 metres squared of vegetation within traffic islands and adjacent to the existing boat ramp at the study area, which are classified as Remnant Patch vegetation on the Frankston Planning Scheme. A planning permit would be required for native vegetation removal should this vegetation be impacted upon by the proposal.

Clause 52.29 (Land Adjacent to a Road Zone, Category 1).

A planning permit would be required to alter/intensify land use activities and/or modify access from the foreshore to Nepean Highway.

**Summary of Permit Triggers**

Under the existing planning controls, it is considered that a planning permit would be required for the following components of the proposal:

- Use of land zoned PCRZ for the purposes of an Emergency Services Facility;
- Native vegetation removal;

- Alteration/intensification of land use activities and modification of access from the foreshore to Nepean Highway.

It is recommended that further consultation with Council's Planning Department and/or Department of Environment, Land, Water and Planning (DELWP) occur to confirm this interpretation of the planning scheme requirements, in particular in regards to the reliance on the exemptions available for buildings and work conducted on behalf of the public land manager (i.e. Council). If these exemptions were challenged by the planning authorities, this would fundamentally change the permit trigger assessment.

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## Planning Approval Options:

The following options are considered applicable in terms of delivering new Emergency Services and Boat Launch Facilities as part of the Olivers Hill Safe Boat Refuge. All options require further discussion with DELWP to adequately understand the feasibility and constraints.

### Option 1. Pursue a corrections amendment and then seek a planning permit.

The premise of Option 1 is that Council tidy up Planning Scheme Amendment independent of the project (i.e. replace the expired SUZ3 provisions with PCRZ); noting that the SUZ3 provisions have expired and therefore there is a level of ambiguity as to how the existing provisions are to be interpreted. Under Option 1, the Planning Scheme Amendment would be pursued as a 'correction amendment' under the provisions of Section 20(2) of the *Planning and Environment Act 1987*.

Once the zoning anomaly has been rectified, a planning permit application would need to be lodged with Council to cover off on planning permit requirements. As outlined above, our preliminary assessment of the planning controls suggests that specific permit triggers may be limited; although this is dependent on whether or not Council agree that the proposed use, buildings and works is to be by/on behalf of a public land manager under the relevant provisions of the *Local Government Act 1989*.

As part of the planning permit process, members of the community would be able to lodge an objection to a planning application, and there would be a potential for a third party appeal via the Victorian Civil and Administrative Tribunal (VCAT).

### Option 2. Seek rezoning and source a planning permit via the Planning Panel process.

The premise of Option 2 is a combined Planning Scheme Amendment (i.e. Panel Hearing and subsequent Ministerial Assessment) and planning permit application. Members of the community would be able to participate in the Panel Hearing process and their feedback would be considered as part of the approvals process (similar process to that which was undertaken as part of Amendment C15). There is no ability for community or other interested parties to seek review at VCAT. This process would need to be wholly managed by Council's project team.

### Option 3. Seek rezoning and new/amended Incorporated Document via Ministerial Intervention.

Option 3 involves Ministerial Intervention in the Planning Scheme Amendment to amend the zoning provisions and imbed a new Incorporated Document to facilitate the proposal. Option 3 would require the rezoning of land to allow for the entire project area to be consistently zoned (i.e. PCRZ), and may also require the preparation of a new Incorporated Document and Specific Controls Overlay; noting that the new proposal is too different to that previous considered to simply seek an update to the existing Incorporated Document.

Public consultation would also need to be undertaken with regards to the amendment, and feedback would be provided to the Minister for Planning for consideration. As detailed above, a precedent may have been established as part of Amendments C30 and C50 which indicates that Ministerial Intervention may be warranted.

While the circumstances in which intervention may be considered cannot be prescribe, the criteria spelt out under Table 3 is typically applied (refer to Practice Note 29: Ministerial Powers of Intervention in Planning and Heritage Matters).

Table 3. Assessment against the criteria typically applied to Ministerial Intervention.

	<b>Criteria</b>	<b>Assessment</b>
1.	The matter will be one of genuine State or regional significance.	It is considered that the project is of regional significance, particularly when considering that the Frankston Volunteer Coast Guard is presently operating out of temporary facilities removed from the foreshore, and that in rough conditions they have to travel to Patterson Lakes to launch a vessel in the event of an emergency.
2.	The matter will give effect to an outcome where the issues have been reasonably considered and the views of affected parties are known.	As evidenced by the EES and subsequent planning scheme amendments, some form of boat refuge facility has been considered at the bottom of Olivers Hill for a long period of time. The facility as proposed is significantly smaller than what was previously approved for the area, and is focused primarily on providing facilities for the safe launching, mooring and retrieval of emergency services vessels.  It is noted that the views of affected parties have been taken into consideration as part of the previous approvals for a boat refuge at Olivers Hill, however, additional consultation would need to be undertaken with regards to the revised proposal to help the Minister to determine whether intervention is warranted.
3.	The matter will be the introduction of an interim provision or requirement and substantially the same provision or requirement is also subject to a separate process of review (such as the introduction of permanent controls in a planning scheme).	The matter will result in the introduction of substantially the same provision; noting that the marine land subject to SUZ3 was zoned PCRZ prior to Amendment C15 to the Frankston Planning Scheme.
4.	The matter will raise issues of fairness or public interest, where:  The mechanisms of the planning process have created a situation that is unjust, unreasonably causes hardship or is clearly in error; Anomalous provisions apply and the valid intent is clearly evident or simple inconsequential correction is required;  There is a need for urgency and the public interest would be served by immediate	The provisions of SUZ3 have lapsed as the applicable documentation identified under Clause 2 was not prepared by 1 November 2017 pursuant to Clause 6. Therefore it is considered that controls governing the use and development of land zoned SUZ3 are inoperable/ineffectual (unless the use and development is otherwise considered exempt under Clause 5). The provisions require amending in order to pursue land use and development opportunities.  <b>Clarification question for Council: is there any drivers for the project that would support the premise that the 'public interest would be served by immediate action'?</b>

Criteria	Assessment
action; The matter is unlikely to be reasonably resolved by the processes normally available.	

**Advantages and disadvantages of potential options**

Table 4 provides an assessment of the planning approvals options for consideration as part of the Olivers Hill Safe Boat Refuge project.

Table 4. Assessment of the planning approvals options.

Option	Key Advantages	Key Disadvantages	Estimated Timeframe (Post Lodgement)
<b>Option 1.</b> Pursue a corrections amendment and then seek a planning permit	Key advantages of Option 1 include: It would be an efficient way to address the SUZ3 zoning anomaly; It would allow for community feedback to be considered as part of the planning permit process; It would help to eliminate concerns associated with the previous proposals (i.e. SUZ3 no longer applies, the land would be subject to the same controls as the remainder of the coast); Planning permit triggers are limited and therefore avenues for appeal may be limited.	Key disadvantages of Option 1 include: Potential delays if Council's tidy up amendment is postponed (noting that this amendment would cover non-project related matters); A future planning permit application could be challenged through VCAT, thus delaying approvals and reducing certainty (i.e. the VCAT member could impose additional conditions); Application documentation is likely to be extensive; Likely to be significant costs.	~ 12 - 18 months (allowing for VCAT appeal).
<b>Option 2.</b> Seek rezoning and source a planning permit via the Planning Panel process.	Key advantages of Option 2 include: The process would be a coordinated approval process managed by the project delivery team It would be a fully transparent process; It would preclude the need to separately seek a planning permit (i.e. the processes could be	Key disadvantages of Option 2 include: The panel hearing process can take a significant amount of time; The panel process may require a significant amount of background documentation to be prepared;	~12 months.

Option	Key Advantages	Key Disadvantages	Estimated Timeframe (Post Lodgement)
	combined). Removes risk of third party appeal to VCAT.	Likely to be significant costs.	
<b>Option 3.</b> Seek rezoning and new Incorporated Document via Ministerial Intervention.	Key advantages of Option 3 include: It would be an efficient way to obtain the necessary approvals; It would be consistent with previous amendments associated with Safe Boat Harbour Facilities at Olivers Hill (i.e. Amendments C30 and C50); Provisions for a new/amended Incorporated Document would eliminate the need for a Planning Permit and removes the risk of VCAT appeal The process would still require community consultation.	Key disadvantages of Option 3 include: Community may see the process as lacking transparency; Councillors may not support seeking Ministerial intervention into the planning process The Minister may not deem the project significant enough to intervene.	~6-8 months.

### Recommendations:

Preliminary recommendations include:

- Further discussion with Council's Planning Department and/or DELWP with regards to existing land use and development controls, and how these would apply:
  - o Seek confirmation that they agree with the suggested land use definitions and that the bulk of works would be considered exempt under the existing planning provisions;
- Discussion with DELWP with regards to:
  - o The suitability of a corrections amendment to address the zoning anomaly;
  - o The prospect of Ministerial Intervention to update the planning provisions. Specific points for discussion include:
    - The existing precedent which has been established by Amendments C30 and C50 to the Frankston Planning Scheme;
    - Whether a new Incorporated Document might be appropriate and, if so, what Conditions could apply;
    - Additional background documentation that would need to support an application for Ministerial Intervention;
    - Nature and extent of community consultation that would be necessary to support an application for Ministerial Intervention.
- Consultation with VicRoads with regards to the potential for modifications to existing access arrangements.

# Appendix 2

ENVIRONMENTAL EFFECTS  
ACT REFERRAL  
CRITERIA ASSESSMENT



## APPENDIX 2- ENVIRONMENTAL EFFECTS STATEMENT REFERRAL CRITERIA ASSESSMENT

### Background

In 1997, Frankston City Council (council) and the State Government agencies identified a need to provide safe all-weather boating facilities in the area and identified Olivers Hill as a potentially environmentally suitable location. An Environment Effects Statement (EES) was undertaken to assess the potential significant environmental effects of a development of a large marina facility; Olivers Hill Safe Boating Facilities Environment Effects Statement (EES)<sup>1</sup>. The EES supported amendments of the Frankston Planning Scheme (C15) discussed in Appendix 1. Since then, additional changes to the Planning Scheme have occurred and the Preferred Development Model for the Frankston Safe Boat Harbour, was adopted by the Frankston City Council on 7 May 2007. Frankston City Council are now investigating the feasibility of constructing a breakwater to form an all-weather safe harbour at Olivers Hill.

The project assessed in the 1998 EES differed in scope to the current Olivers Hill Safe Boat Refuge proposal, as it was in a different location on the foreshore and included a residential hotel, pleasure boat facilities, restaurant, and private moorings and associated commercial development. Therefore the current proposal is being reassessed for its potential significant effects on the environment.

### The Environmental Effects Act referral process

The *Environmental Effects Act 1978* assesses the potential of a project having a significant effect on the environment. This includes effects on the physical, biological, heritage, cultural, social, health, safety and economic aspects of human surroundings, including the wider physical and ecologic systems. Proponents prepare a referral for the Minister administering the Environmental Effects Act to assesses these aspects and decide whether an Environmental Effects Statement (EES) should be prepared.

To determine the need for a whether a referral for the current Olivers Hill Safe Boat Refuge is required, the referral criteria (Table 1, Table 2) have been assessed. These include individual potential significant environmental effects that might be of regional or State significance (Table 1) or a combination of significant effects that might be of regional or State significance (Table 2). Therefore, if one of the criteria is met in Table 1 or two or more of the criteria is met in Table 2, an EES referral is warranted.

<sup>1</sup> Olivers Hill Safe Boating Facilities Environmental Effects Statement, Kinhill ARUP EPC, 1998

Table 1: Referral criteria: individual potential environmental effects

Referral criteria	Referral criteria met?	Comments
<p><b>Potential clearing of 10 ha or more of native vegetation from an area that:</b></p> <ul style="list-style-type: none"> <li>- is of an EVC classified as Endangered within the Bioregion</li> <li>- is, or is likely to be, of Very High Conservation Significance; and,</li> <li>- is not authorised under an approved Forest Management Plan or Fire Protection Plan.</li> </ul>	<p>Not met</p>	<p>DELWP Ecological Vegetation Class (EVC) mapping indicates that the site constituted EVC 161: Coastal Headland Scrub, which is listed as 'Depleted' under Gippsland Bioregion and therefore does not meet this referral criterion. In addition, although the final amount of vegetation removal has not been finalised, 10 hectares of native vegetation will not be cleared. The land component of the project area itself is less than 10 ha in size.</p>
<p><b>Potential long-term loss of a significant proportion of known remaining habitat or population of a threatened species within Victoria.</b></p>	<p>Unlikely to be met</p>	<p>The Commonwealth Department of Environment and Energy (DOEE) Protected Matters Search Tool (PMST) database<sup>2</sup> was searched and identified one listed threatened ecological community of natural significance (Natural Damp Grassland of the Victorian Coastal Plain), 50 listed threatened species and 41 listed migratory species, 46 listed marine species and 7 whales and other cetaceans. The previous EES conducted identified no flora communities of declared conservation significance (at a national, state, regional or local level) known to occur in the Olivers Hill Safe Boating Facilities area. In addition, the EES identified one bird species, <i>Lathamus discolor</i>, the Swift Parrot, listed as vulnerable under the Commonwealth Endangered Species Protection Act. This species was also classified as vulnerable under FFG Act, therefore not a threatened species in Victoria. The EES did not identify any threatened marine species or communities under the FFG Act.</p> <p>The study area is likely to be sandy sea bed and contains an area of reef/ rock substratum – sublittoral zone<sup>3</sup>. There are also marine mammals identified in the project area by The Department of the Environment, Land, Water and Planning (DELWP) Victorian Biodiversity Atlas<sup>4,5</sup>.</p> <p>The onshore area of the project has generally poor habitat, due to the majority of the</p>

<sup>2</sup> Department of Environment and Energy 2018. EPBC Act Protected Matters Report, Department of the Environment and Energy, Canberra.

<sup>3</sup> DELWP 2017, NatureKit. Department of Environment, Land, Water and Planning, Melbourne. Accessed August 2018.

<sup>4</sup> Department of Environment, Land, Water and Planning 2015, Victorian Biodiversity Atlas. Department of Environment, Land, Water and Planning, Melbourne.

<sup>5</sup> Practical Ecology, Flora and Fauna Assessment of Frankston and Seaford Foreshore, Prepared for Frankston City Council, 2010.

Referral criteria	Referral criteria met?	Comments
		<p>site comprising sealed bitumen surfaces, and the relatively small and isolated occurrences of native vegetation<sup>6</sup>. The native vegetation that exists are small and highly modified remnants of Coastal Headland Scrub, and planted indigenous species. There is a patch of 667 metres squared of vegetation within traffic islands and adjacent to the existing boat ramp at the study area, which are classified as Remnant Patch vegetation on the Frankston Planning Scheme. This vegetation is mostly planted and includes common coastal plants (such as Common Boobialla <i>Myoporum insulare</i>, Knobby Club-sedge <i>Ficinia nodosa</i>, Saltbush <i>Atriplex</i> and Bower Spinach <i>Tetragonia implexicoma</i> In addition to these plants, there was also mown exotic grass (particularly Kikuyu <i>Cenchrus clandestinus</i>) and planted Banksia present at the site.</p> <p>In addition, native vegetation is not well connected to other areas of native vegetation beyond the study area on shore, and therefore provides limited habitat for a range of native fauna species It is therefore unlikely that there will be long term loss of a habitat or a threatened species. Previous studies did not identify threatened species however did not cover the extent of the proposed project area (the carpark area to be extended and the road reserve). In addition, this study was conducted in 2010, and conditions may have changed since.</p> <p><b>Recommendations:</b> the previous EES investigations were focused on impacts associated with an alternative proposal, however the EES concluded that no significant impacts to marine ecology were likely to occur. For the purposes of supporting any referral, it is recommended that a baseline marine ecology assessment be completed to sufficiently evaluate the impact of the current proposal on marine habitat and species.</p> <p>An updated terrestrial flora and fauna assessment is recommended to cover the entire project area.</p>

<sup>6</sup> Biodiversity Assessment - Olivers Hill Boat Ramp - Ecocentric - BRaJ 2016-01-21 v.02.

Referral criteria	Referral criteria met?	Comments
<p>Potential long-term change to the ecological character of a wetland Listed under the Ramsar Convention or in 'A Directory of Important Wetlands in Australia' (Environment Australia, 2001).</p>	<p>Not met</p>	<p>The proposed construction works are not located in a Ramsar wetland, or in the directory of important wetlands<sup>7</sup>.</p> <p>The works are located approximately 6kms from the Ramsar and Nationally Important wetlands, Edithvale-Seaford Wetlands. Given the distance from the project site and the nature of species that inhabit this area are migratory and mobile, there is unlikely to be any long term change to the ecological character of the Edithvale-Seaford Wetlands.</p>
<p>Potential extensive or major effects on the health or biodiversity of aquatic, estuarine or marine ecosystems, over the long term.</p>	<p>Unlikely to be met</p>	<p>The previous EES completed in 2018 to assess a similar development (the differences between this project and the current proposal are discussed above). This included three different development options and which were located slightly to the south of the current project area. The EES concluded that the worse potential effect on terrestrial and marine ecology would be low or negative or medium effect for each options<sup>8</sup>.</p> <p>The environmental impact of the breakwater has the potential to be positive on the resident flora and fauna. A previous study investigating the Marine ecosystem of the Portarlington Safe Harbour Project<sup>9</sup> identified that the man-made rocks of the breakwater created an artificial substrata, providing habitat for attached invertebrates (sponges, bryozoans, hydroids and mussels) and seaweeds as well as shelter for mobile species such as fish and squid. The Portarlington submerged breakwater structure was found to provide a relatively complex reef habitat due to the different orientations of boulder surfaces and inter boulder crevices.</p> <p>Once constructed, maintenance dredging activities would be required on an annual basis. Environmental management is recommended in accordance with the Best Practice Environmental Management Guidelines, Dredging and Schedule F6 of the SEPP (Waters of Victoria), and any conditions of coastal management approvals. This includes limits on the amount of sand to be removed, where it is to be placed, and monitoring schedules that will help prevent the occurrence of negative long term effects on marine processes and consequently, marine ecosystems. Previous projects in the</p>

<sup>7</sup> Department of Environment and Energy 2018. EPBC Act Protected Matters Report, Department of the Environment and Energy, Canberra.

<sup>8</sup> Olivers Hill Safe Boating Facilities Environmental Effects Statement, Kinhill ARUP EPC, 1998.

<sup>9</sup> CEE 2015, Portarlington Safe Harbour Project Marine ecosystem conditions and effects screening assessment, report prepared for Parks Victoria. [https://www.planning.vic.gov.au/\\_\\_data/assets/pdf\\_file/0015/7305/2015-03-Attachment-3-Marine-Considerations\\_CEE.pdf](https://www.planning.vic.gov.au/__data/assets/pdf_file/0015/7305/2015-03-Attachment-3-Marine-Considerations_CEE.pdf).

Referral criteria	Referral criteria met?	Comments
		area have identified the need for these controls, and can be applied to the Olivers Hill Safe Boat Refuge <sup>10</sup> .  <b>Recommendations:</b> For the purposes of supporting any referral, it is recommended that a baseline marine ecology assessment be completed to sufficiently evaluate the impact of the current proposal on marine ecosystems over the long term.
Potential extensive or major effects on the health, safety or well-being of a human community, due to emissions to air or water or chemical hazards or displacement of residences.	Not met	No emissions to air or water or chemical hazards or displacement of residences are expected to occur due the development, therefore this criterion is not met.
Potential greenhouse gas emissions exceeding 200,000 tonnes of carbon dioxide equivalent per annum, directly attributable to the operation of the facility.	Not met	The project would produce a minor amount of greenhouse gas emissions from the operation of lighting and toilets at the new coast guard facility that is to be built, however this would be below 200,000 tonnes of carbon dioxide equivalent per annum. The rest of the project consists of inert infrastructure that does not produce greenhouse gas emissions.

Table 2: Referral criteria: a combination of potential environmental effects

Referral criteria	Referral criteria met?	Comments
Potential clearing of 10 ha or more of native vegetation, unless authorised under an approved Forest Management Plan or Fire Protection Plan.	Not met	The final amount of vegetation removal has not been finalised, the land component of the project area itself is less than 10 ha in size, and therefore this criterion is not met.

<sup>10</sup> Blairgowrie VPRs, 2018.

Referral criteria	Referral criteria met?	Comments
<p><b>Matters Listed under the FFG Act 1988:</b></p>		
<p>→ potential loss of a significant area of a Listed ecological community; or</p>	Not met	<p>It is unlikely that there will be loss of a significant area of a listed ecological community, due to the limited size of the land based component of the development.</p> <p><b>Recommendation:</b> An updated terrestrial flora and fauna assessment is recommended to cover the entire project area.</p>
<p>→potential loss of a genetically important population of an endangered or threatened species (Listed or nominated for listing), including as a result of loss or fragmentation of habitats; or,</p>	Not met	<p>It is unlikely that the project will result in a loss of genetically important population of endangered or threatened species. Previous studies have been conducted in the area and have not identified such species. In addition, marine and bird species can easily disperse to alternative habitats during construction.</p>
<p>→potential loss of critical habitat; or,</p>	Not met	<p>It is unlikely that there will be loss of critical habitat from the proposal. The vegetation that exists at the site is small and isolated and not well connected to other areas of native vegetation beyond the study area on shore, and therefore provides limited habitat for a range of native fauna species.</p>
<p>→potential significant effects on habitat values of a wetland supporting migratory bird species.</p>	Not met	<p>It is unlikely that any significant effects on habitat values of a wetland supporting migratory bird species will occur as the Edithvale-Seafood Wetlands are 6 km away from the project area.</p> <p><b>Recommendation:</b> Due to the small scale of the proposed development it is concluded that the referral criteria are not met. However an updated terrestrial flora and fauna assessment is recommended to cover the entire project area.</p>
<p><b>Potential extensive or major effects on landscape values of regional importance, especially where recognised by a planning scheme overlay or within or adjoining land reserved under the National Parks Act 1975.</b></p>	Not met	<p>The study area is listed on the National Trust Register (L10048) as it forms part of the Olivers Hill cultural landscape<sup>11</sup>. Olivers Hill is also consider a site of geological and geomorphological significance providing the "best exposure of sub-basaltic sediments on the eastern coast of Port Phillip Bay".</p> <p>In addition, the works area also contains the Sweetwater Creek Reserve Biosite.</p>

<sup>11</sup> Ecology and Heritage Partners, Cultural Heritage Letter of Advice for Olivers Hill, Frankston, Victoria 7645, 2016.

Referral criteria	Referral criteria met?	Comments
		<p>Biosites are not considered part of statutory of legislation, but more of a tool for regional planning. The area from Olivers Hill to Seaford Foreshore Reserve is considered regionally significant and Kackeraboite Creek to Olivers Hill is considered to be state significant<sup>12</sup>.</p> <p>Minor excavation of the hillside may be required to support expansion of the onshore facilities. Council officers advise this is expected to occur in previously disturbed areas. The limited nature of the works means that extensive or major effects on the landscape are unlikely to occur.</p> <p><b>Recommendation:</b> While the national trust register and sites of geological/geomorphological significance do not have any statutory protection under state or federal legislation, it is recommended that a landscape and visual impact assessment be prepared to address community concerns and support any referral.</p>
<p><b>Potential extensive or major effects on land stability, acid sulphate soils or highly erodible soils over the short term</b></p>	<p>Not met</p>	<p>The project area is within an area of high probability (very low confidence) for acid sulphate soils on the national dataset<sup>13</sup>, but not within an area of acid sulphate soils on the Victorian database<sup>14</sup> However the nature of the works is quite unobtrusive, with limited potential to disturb potential acid sulphate soils and therefore does not have the potential to have extensive or major effects on these acid sulphate soils.</p> <p>Minor excavation of the hillside may be required. Any excavation would need to consider the localised geotechnical conditions. Given the limited nature of the works, it is unlikely to have extensive of major effects on land stability or soils.</p>
<p><b>Potential extensive or major effects on beneficial uses of waterbodies over the long term due to changes in water quality, stream flows or regional groundwater levels.</b></p>	<p>Unlikely to be met</p>	<p>It is unlikely that the project will have any major effects on beneficial uses of Saltwater Creek over the long term. Specifically, modelling has shown that the presence of the breakwater will have no adverse impact on the flow of flood water from Saltwater Creek, through the culvert to Port Phillip Bay. In addition, modelling has shown that the</p>

<sup>12</sup> Department of Sustainability and Environment, BioSites in Port Phillip and Westernport area, 2005.

<sup>13</sup>CSIRO, Australian Soil Resource Information System.

<sup>14</sup> Department of Economic Development, Jobs, Transport and Resources, Coastal Acid Sulphate Soils spatial data, 2017.

Referral criteria	Referral criteria met?	Comments
		<p>dispersion rate for suspended plumes will increase, and could take up to 24 hours to disperse. However there have been no plumes in Saltwater Creek recorded to date<sup>15</sup>. In terms of impacts to the bay, modelling has shown that the breakwater impact on local currents will be restricted to the immediate vicinity of the breakwater. Waves heights will be reduced within the inner harbour of the breakwater and sediment transport will be diverted further east along Frankston beach. During inflow into the harbour, sediment will be transported, however, maintenance dredging will occur routinely to maintain the channels at the required navigational depth. Therefore it is unlikely that there will be extensive or major effects on beneficial uses of the bay over the long term as a result of the Olivers Hill Safe Boat Refuge project.</p> <p><b>Recommendations:</b> the Coastal Processes Modelling and Assessment should be documented in a stand-alone report (extracted from the Concept Design Report) for the purposes of any referral.</p>
<p><b>Potential extensive or major effects on social or economic well-being due to direct or indirect displacement of non-residential land use activities.</b></p>	<p>Not met</p>	<p>No direct or indirect displacement of non-residential land use activities are predicted. Specifically, the project does not involve acquisition of any non-residential land. Some users of the beach that will be sensitive to the changes in landscape, especially those who are sensitive to development in the local area. However, overall the project is expected to provide social benefits to the community including the upgrade of the new coast guard facility building, upgraded amenities and a safe boat launch for recreational vessels.</p>
<p><b>Potential for extensive displacement of residences or severance of residential access to community resources due to infrastructure development</b></p>	<p>Not met</p>	<p>The project would not result in the displacement of residents (no land acquisition is proposed) and will provide improved access to a community resource (i.e. the safe boat launch).</p> <p>The project may temporarily impact the recreational use of the beach due the construction phase due to short term road closures and limited areas for beach access, however this is not extensive, and surrounding beaches can be used as an alternative.</p>

<sup>15</sup> KBR, Frankston Coastguard: Breakwater Assessment, 2018, Melbourne.

Referral criteria	Referral criteria met?	Comments
<p>Potential significant effects on the amenity of a substantial number of residents due to extensive or major long term changes in visual, noise and traffic conditions</p>	<p>Not met</p>	<p><b>Noise (sub-criterion not met)</b>                      There is the potential for noise to be generated from construction and activity of the Olivers Hill Safe Boat Refuge. In addition, potential signalised intersections (TBC) from the carpark onto Nepean Highway could cause stop-start traffic rather than steadily flowing traffic during construction. However these impacts would be temporary and can be managed under the EPA guidelines for major construction sites, limiting their potential to have significance effects on a substantial number of residents.                      Once operational, there could also be noise generated from increased activity to the area, however impacts are unlikely to be significant given the limited number of residents in close proximity to the project area.</p> <p><b>Traffic (sub-criterion not met)</b>                      During construction, traffic disruption would occur as a result of temporary road closures and movement of construction vehicles to and from worksites. Traffic should be managed through Traffic Management Plans to ensure the safe and efficient use of roads for construction vehicles, minimising impacts to residents in relevant areas and thus is unlikely to have significance effects on a substantial number of residents. Following construction, there will be permanent changes in traffic conditions due to the increased car parking spaces available on site and new signalised intersection. However these changes are also unlikely to have significant effects on a substantial number of residents.</p> <p><b>Visual (sub-criterion not met)</b>                      Potential visual impacts are unlikely to be considered extensive or major to a</p>

Referral criteria	Referral criteria met?	Comments
		substantial number of residents as the excavation of the hillside will be minor and expected to occur in previously disturbed areas. Further the proposed safe boat refuge is a significantly smaller scale development than previous proposals and is .
<b>Potential exposure of a human community to severe or chronic health or safety hazards over the short or long term, due to emissions to air or water or noise or chemical hazards or associated transport</b>	Not met	The construction of the Olivers Hill Safe Boat Refuge is unlikely to result in the potential exposure of the human community to health or safety hazards. Air or water emissions are unlikely during construction through correct environmental management on site in accordance with Environmental Guidelines for Major Construction Sites <sup>16</sup> , Emissions to air and water during operation of the breakwater are unlikely.
<b>Potential extensive or major effects on Aboriginal cultural heritage</b>	Not met	<p>A Cultural Heritage Management Plan (CHMP11602) was completed for previous works in the area. These investigations identified an Aboriginal Place (VAHR 7921-1308: shell midden) within the current project area. In addition, the site is within 200m of an existing waterway (Saltwater Creek) and high tide water mark, making it a culturally sensitive. However, the whole area has been subject to significant ground disturbance and therefore not considered an area of cultural heritage sensitivity.</p> <p>There have been community reports of an Aboriginal fishtrap in the project area, but this has not been verified by the Registered Aboriginal Party.</p> <p><b>Recommendation:</b> It is recommended that a Preliminary Aboriginal Heritage Test is undertaken to investigate this potential fish trap and to determine whether a CHMP is necessary.</p>
<b>Potential extensive or major effects on cultural heritage places Listed on the Heritage Register or the Archaeological Inventory under the <i>Heritage Act 1995</i>.</b>	Not met	There are no historical sites listed on the Victorian Heritage Register or the Victorian Heritage Inventory and therefore the project does not meet this criterion.

<sup>16</sup> EPA guidelines for major construction sites, EPA, 1996.

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<sup>ii</sup> Department of Environment and Energy 2018. EPBC Act Protected Matters Report, Department of the Environment and Energy, Canberra.

DRAFT

**Executive Summary****12.14 Compliance & Enforcement Policy**

*Enquiries: (Leonie Reints: Community Development)*

Council Plan

Community Outcome:	4. A Well Managed City
Strategy:	4.1 Services
Priority Action	4.1.1 Identify service assets and service levels required to meet future community needs

**Purpose**

To provide Council with the draft Compliance & Enforcement Policy for their final consideration and adoption.

**Recommendation (Director Community Development)**

That Council:

1. Notes the Compliance & Enforcement Policy first adopted by Council May 2012 has been reviewed.
2. Endorses the policy to go out to public consultation for a period of 5 weeks with the expectation it will be resubmitted to Council in February 2019 with a summary of submissions.

**Key Points / Issues**

- The Community Safety Department has reviewed and updated the Community Safety Enforcement Policy (Policy), first adopted by Council in May 2012, to reflect current legislation and related procedures to ensure the highest priority is placed on the safety and well-being of the Frankston community
- This policy provides the framework for consistent monitoring and management of unlawful activity through education, compliance and enforcement
- The intent of this policy is to provide clarity on the roles and responsibilities of Council, Chief Executive Officer, Executive Management Team and Community Safety Department Officers

**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.

**12.14 Compliance & Enforcement Policy****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.

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

Consultation has been undertaken with Victoria Police.

**2. Other Stakeholders**

Consultation has been undertaken and feedback received from Community Safety Officers, Executive Management Team, Department Planning and Environment and Operations Department.

This draft policy applies to Councillors, Council officers and contractors. Following adoption by Council, this policy will be communicated to all.

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

This policy provides the framework for the consistent monitoring and management of unlawful activity through education, compliance and enforcement which will have benefits on the safety and wellbeing of the 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

The recommendations in this report meet the legislative requirements relevant to the operation of all aspects of the Community Safety Department.

Policy Impacts

All changes made to the Compliance and Enforcement Policy are in line with the General Local Law and all relevant Acts, Regulations, Codes of Practice, Guidelines and procedures relevant to the Community Safety Department.

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 Compliance and Enforcement Policy has been reviewed and revised to ensure a safe and healthy environment. The changes made reflect all relevant Acts, Regulations, Guidelines and Department Procedures. The Control Procedures are more succinct as the detail is outlined in all updated relevant department procedures. Any risks have been considered in terms of the capacity of the organisation to meet the responsibility to the community.

**Conclusion**

The review of the Compliance and Enforcement Policy has been undertaken to ensure continuation of consistent, compliant practices for the safety and wellbeing of the community and its natural and built environment.

**12.14 Compliance & Enforcement Policy****Executive Summary**

Accordingly, the Policy sets out the roles and responsibilities for Councillors, Executive Management Team and Community Safety Officers.

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**ATTACHMENTS**

Attachment A: [↓](#) Community Safety - Compliance and Enforcement Policy - 2018 - 2022

Attachment B: [↓](#) Marked Up Version - Community Safety - Compliance and Enforcement Policy - 2018 - 2022

# Community Safety Compliance and Enforcement Policy 2018 - 2022



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## • Policy statement

Frankston City Council places the highest priority on the safety and wellbeing of the community and its natural and built environment. Accordingly, compliance and enforcement plays a key role in minimising non-compliance by managing and maintaining the General Local Law and relevant Acts under which Council Officers are authorised for the purposes of ensuring a safe and healthy environment.

This policy provides the framework for the consistent monitoring and management of unlawful activity through education, compliance and enforcement.

The policy and its related procedures ensure Compliance and Enforcement activities support Council objectives and law enforcement through:

- A fair, consistent, transparent and predictable approach
- Monitoring the intent and application of the Local Laws to prevent them from being undermined
- Reducing conflict in dealing with contravention of the Local Laws and other relevant acts

## • Policy scope

This policy applies to Frankston City Council Councillors and Staff in relation to compliance and enforcement actions including but not limited to:

- Control of animals
- Local laws
- Public Health and Safety issues
- Food Safety and hygiene
- Litter
- Fire Safety
- Tree removal and land clearing, vegetation vandalism
- Infrastructure
- Parking Management
- Building enforcement
- Lease Management
- Closed Circuit Television (CCTV)
- Prosecution

<i>Policy: Community Safety - Compliance and Enforcement Policy</i>	<i>Date approved:</i>
<i>Approved By:</i>	<i>Last-Revision-Version:</i>
<i>ReM No. A3587680</i>	<i>Review Date:</i>

### Authorisation

This Policy is managed by the Manager Community Safety and once approved by Council delegated to the Mayor and CEO to authorise and managed by the Manager Community Safety on a day by day basis.

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 Mayor, Frankston City

-----  
 CEO, Frankston City Council

in accordance with Frankston City Council resolution at its Ordinary Council meeting of >date<.

### Revision date

This Policy will be reviewed and presented to Council no later than June 2022 or earlier as deemed necessary by Council, and thereafter within each subsequent Council term.

### Policy Principles

Council seeks to instil community confidence in Council's compliance and enforcement through:

- Natural Justice/Equality and fairness
- Good Governance including:
  - Transparency
  - Risk management
  - Accountability
  - Consistency
- Ethical practice including compliance with:
  - Legislation
  - Regulations
  - Policies
  - Procedures
  - Separation of Powers and undue influence
  - Conflict of interest
  - Enforcement or prosecution against children

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**Roles and responsibilities**

**Council**

- To endorse Council’s Local Laws
- To ensure appropriate allocation of resources and ethical practices
- To ensure that the Councillors’ Code of Conduct acknowledges that operational issues (including individual infringements) are managed by Council’s administration, and that Councillors cannot improperly influence (or seek to influence) a member of staff or direct (or seek to direct) a member of staff in the performance of their functions
- To ensure that Council enforcement procedures are fair and just

**Chief Executive Officer (CEO)/Executive Management Team (EMT)**

- To implement the Local Laws and authorise Officers under the Local Government Act
- To ensure that the Codes of Conduct encompasses the requirements of Councillors and officers in the undertaking of enforcement
- To ensure accurate and reliable information is applied to decision-making
- To ensure no undue influence is applied to decision making
- To ensure implementation of compliance and enforcement functions are fair, consistent, without bias and in accordance with Legislation
- To alert the Audit and Risk Committee to any major problem or injustice with Council processes of enforcement
- To ensure Councillors are aware of their legal obligations

**Community Safety Department**

- To ensure Officers are duly qualified and authorised
- To respond to enquiries and complaints promptly, consistently and effectively
- To review complaints to Council without fear, favour or bias
- To give priority to complaints where there is an imminent threat to health, life or property
- To issue and serve Infringement notices for offences in accordance with legislation
- To use discretion wisely with regard to how an investigation and enforcement action will be undertaken and give consideration to the level of risk to the community
- To encourage higher levels of compliance through education and advice to discourage future breaches
- To progress enforcement in accordance with individual Procedures and Guidelines
- To administer and regularly review existing practices, procedures and systems
- To ensure that Council Officers demonstrate the requirements of Frankston City Council Policies and Procedures and the Code of Conduct in the undertaking of enforcement and infringement duties

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- To advise the Community of the approach that Council will take in investigating, enforcing and infringing complaints made to the Council
- To prosecute where there is a reasonable prospect that an offence can be proved beyond reasonable doubt. There must be substantial, reliable and admissible evidence that an identifiable person or organisation has committed the offence
- To monitor and manage the conduct of Council Officers and contractors
- To manage enforcement contracts effectively
- To alert the CEO about the practice or procedures relevant to enforcement about which repeated complaints are being received or problems being experienced

### Policy non-compliance

Non-compliance with this Policy has the potential to see:

- A decline in social order and amenity
- A decline in perceptions of safety
- A reduction in economic activity
- An increase in maintenance and security costs
- Harm to the reputation of the municipality

Failure to comply with this Policy by Councillors or Council staff will result in disciplinary action under the Councillor or Council Staff Code of Conduct. A breach of this policy by a Contractor will result in actions within the provisions of their contract.

### • Related documents

- Associated Regulations and guidelines
- Authorised Officer Fact Sheet A3124391
- Building Act 1993
- Building Amendment Act 2017
- Building and Works Code of Practice
- Charter of Human Rights
- Community Safety - Compliance and Enforcement Guideline - April 2018 - A3591389
- Community Safety - Enforcement Guideline - Parking on Nature Strips AXXX
- Community Safety Procedures QA310404
- Community Safety - Prosecution Guidelines A3591189
- Council policies, procedures, systems and work practices
- Councillor and Staff Interaction Policy
- Country Fire Authority Act 1958
- Domestic Animal Act 1994
- Environment Protection Act 1970
- Food Act 1984
- Frankston City Council General Local Law 2016 No.8
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- Infringements Act 2006
- Infringements Internal Review A3476270
- Infringements issued in error A3406207
- Local Government Act 1989
- Occupational Health and Safety Act 2004
- Planning and Environment Act 1987
- Public Health and Wellbeing Act 2008
- Residential Tenancies Act 1997
- Road Management Act 2004
- Road Safety Act 1986
- Road Safety Road Rules 2017
- Summary Offences Act 1966

• **Implementation of the Policy**

This Policy (in conjunction with other Related Documents) will be implemented and monitored following adoption of this Policy, Procedures and Guidelines.

• **Definitions**

**Term:**

**Authorised Person** means a person who is authorised by Council under an Act, regulation or local law to exercise appropriate powers under an Act, regulation or local law.

**Child** means a person under the age of 18.

**Complaint** means a customer request to action.

**Compliance** refers to an agency, corporation, or person meeting or taking steps to comply with relevant laws and regulations.

**Council** means Frankston City Council.

**Enforcement** means a range of procedures and actions taken by Council to ensure that a person or organisation complies with their statutory obligations.

**Natural Justice** means acting fairly and without bias by, among other things, affording a party the opportunity to adequately state their case.

**Offence** means an act, default or conduct prejudicial to the community, the commission of which by law renders the person responsible liable to punishment by fine or imprisonment.

**Prosecution** means the institution and conduct of legal proceedings against a person, organisation or corporation for an alleged offence(s).

**Recidivist offender** means a repeat offender.

**Summary offence** means is a criminal act in some common law jurisdictions that can be proceeded with summarily, without the right to a jury trial and/or indictment (required for an indictable offence).

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# Community Safety Compliance and Enforcement Policy 2018 - 2022



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## • Policy statement

Frankston City Council places the highest priority on the safety and wellbeing of the community and its natural and built environment. Accordingly, compliance and enforcement plays a key role in minimising non-compliance by managing and maintaining the General Local Law and relevant Acts under which Council Officers are authorised for the purposes of ensuring a safe and healthy environment.

This policy provides the framework for the consistent monitoring and management of unlawful activity through education, compliance and enforcement.

The policy and its related procedures ensure Compliance and Enforcement activities support Council objectives and law enforcement through:

- A fair, consistent, transparent and predictable approach
- Monitoring the intent and application of the Local Laws to prevent them from being undermined
- Reducing conflict in dealing with contravention of the Local Laws and other relevant acts

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- Public Health and Safety issues
- Food Safety and hygiene
- Litter
- Fire Safety
- Tree removal and land clearing, vegetation vandalism
- Infrastructure
- Parking Management
- Building enforcement
- Lease Management
- Closed Circuit Television (CCTV)
- Prosecution

<i>Policy: Community Safety - Compliance and Enforcement Policy</i>	<i>Date approved:</i>
<i>Approved By:</i>	<i>Last-Revision-Version:</i>
<i>ReM No. A3738228</i>	<i>Review Date:</i>

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This Policy is managed by the Manager Community Safety and once approved by Council delegated to the Mayor and CEO to authorise and managed by the Manager Community Safety on a day by day basis.

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Mayor, Frankston City

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CEO, Frankston City Council

in accordance with Frankston City Council resolution at its Ordinary Council meeting of >date<.

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## Roles and responsibilities

### Council

- To endorse Council's Local Laws
- To ensure appropriate allocation of resources and ethical practices
- To ensure that the Councillors' Code of Conduct acknowledges that operational issues (including individual infringements) are managed by Council's administration, and that Councillors cannot improperly influence (or seek to influence) a member of staff or direct (or seek to direct) a member of staff in the performance of their functions
- To ensure that Council enforcement procedures are fair and just

### Chief Executive Officer (CEO)/Executive Management Team (EMT)

- To implement the Local Laws and authorise Officers under the Local Government Act
- To ensure that the Codes of Conduct encompasses the requirements of Councillors and officers in the undertaking of enforcement
- To ensure accurate and reliable information is applied to decision-making
- To ensure no undue influence is applied to decision making
- To ensure implementation of compliance and enforcement functions are fair, consistent, without bias and in accordance with Legislation
- To alert the Audit and Risk Committee to any major problem or injustice with Council processes of enforcement
- To ensure Councillors are aware of their legal obligations

### Community Safety Department

- To ensure Officers are duly qualified and authorised
- To respond to enquiries and complaints promptly, consistently and effectively
- To review complaints to Council without fear, favour or bias
- To give priority to complaints where there is an imminent threat to health, life or property
- To issue and serve Infringement notices for offences in accordance with legislation
- To use discretion wisely with regard to how an investigation and enforcement action will be undertaken and give consideration to the level of risk to the community
- To encourage higher levels of compliance through education and advice to discourage future breaches
- To progress enforcement in accordance with individual Procedures and Guidelines
- To administer and regularly review existing practices, procedures and systems
- To ensure that Council Officers demonstrate the requirements of Frankston City Council Policies and Procedures and the Code of Conduct in the undertaking of enforcement and infringement duties

Policy: Community Safety - Compliance and Enforcement Policy	Date approved:
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- To advise the Community of the approach that Council will take in investigating, enforcing and infringing complaints made to the Council
- To prosecute where there is a reasonable prospect that an offence can be proved beyond reasonable doubt. There must be substantial, reliable and admissible evidence that an identifiable person or organisation has committed the offence
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- Frankston City Council General Local Law 2016 No.8
- Impounding of Livestock Act 1994

<i>Policy: Community Safety - Compliance and Enforcement Policy</i>	<i>Date approved:</i>
<i>Approved By:</i>	<i>Last Revision:</i>
<i>ReM No. A3738228</i>	<i>Review Date:</i>



- Infringements Act 2006
- Infringements Internal Review A3476270
- Infringements issued in error A3406207
- Local Government Act 1989
- Occupational Health and Safety Act 2004
- Planning and Environment Act 1987
- Public Health and Wellbeing Act 2008
- Residential Tenancies Act 1997
- Road Management Act 2004
- Road Safety Act 1986
- Road Safety Road Rules 2017
- Summary Offences Act 1966

• **Implementation of the Policy**

This Policy (in conjunction with other Related Documents) will be implemented and monitored following adoption of this Policy, Procedures and Guidelines.

• **Definitions**

**Term:**

**Authorised Person** means a person who is authorised by Council under an Act, regulation or local law to exercise appropriate powers under an Act, regulation or local law.

**Child** means a person under the age of 18.

**Complaint** means a customer request to action.

**Compliance** refers to an agency, corporation, or person meeting or taking steps to comply with relevant laws and regulations.

**Council** means Frankston City Council.

**Enforcement** means a range of procedures and actions taken by Council to ensure that a person or organisation complies with their statutory obligations.

**Natural Justice** means acting fairly and without bias by, among other things, affording a party the opportunity to adequately state their case.

**Offence** means an act, default or conduct prejudicial to the community, the commission of which by law renders the person responsible liable to punishment by fine or imprisonment.

**Prosecution** means the institution and conduct of legal proceedings against a person, organisation or corporation for an alleged offence(s).

**Recidivist offender** means a repeat offender.

**Summary offence** means is a criminal act in some common law jurisdictions that can be proceeded with summarily, without the right to a jury trial and/or indictment (required for an indictable offence).

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**Executive Summary****12.15 Public Open Space Contribution Rates - Report on public exhibition feedback and recommended planning scheme amendment approach.**

*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 present to Council a recommended approach to introduce Frankston-specific open space contributions into the Frankston Planning Scheme and to consider the submissions made to Frankston Public Open Space Contribution Rates 2018 report.

**Recommendation (Director Community Development)**

That Council:

1. Notes the Frankston Public Open Space Contribution Rates 2018 report submissions.
2. Adopts the Frankston Public Open Space Contribution Rates 2018 report.
3. Notes the Department of Environment, Land, Water and Planning's recommended approach to introduce Frankston-specific open space contributions into the Frankston Planning Scheme.
4. Authorises officers to commence preparation of a planning scheme amendment to introduce the recommended public open space contribution rates in a schedule to Clause 53.01 of the Frankston Planning Scheme.

**Key Points / Issues**

At its meeting on 13 August 2018, Council resolved as follows:

*That Council:*

1. *Notes the Frankston Public Open Space Contribution Rates 2018 report.*
  2. *Authorises officers to place the Public Open Space Contributions Report on public exhibition for a period of 5 weeks.*
  3. *Notes that following this exhibition period, a report will be provided to Council on the submissions received and a recommended approach to introduce Frankston specific open space contributions into the Frankston Planning Scheme.*
- This report addresses items 2 and 3 as listed above.
  - Preliminary public exhibition of the proposed public open space contribution rates and the Frankston Public Open Space Contribution Rates 2018 report commenced on 10 September 2018 and concluded on Monday 29 October 2018.
  - 17 submissions and comments were received by Council during the exhibition period up to 29 October 2018.
  - Submissions and commentary received by council were primarily concerned with the following:
    - Property rate payments
    - Contribution amounts

**12.15 Public Open Space Contribution Rates - Report on public exhibition feedback and recommended planning scheme amendment approach.****Executive Summary**

- Additional provisions
- Contribution rate rationale
- An officer assessment of these submissions is provided in Attachment B.
- Following Council's consideration of the submissions received, the next phase will be to exhibit a planning scheme amendment to implement the new contribution rates.
- Officers sought advice from the Department of Environment, Land, Water and Planning (DELWP) for a recommended approach to introduce Frankston-specific public open space contribution rates into the Frankston Planning Scheme. The subsequent suggestions and recommendations offered by DELWP, as supported by officers, are outlined in the following points:
  - Specify the rates for open space contributions in a schedule to Clause 53.01 (Public Open Space Contribution and Subdivision) of the Frankston Planning Scheme;
  - Amend the Frankston Planning Scheme's Municipal Strategic Statement (MSS) to include policy regarding open space and to provide strategic justification for any proposed amendment; and
  - Include the Frankston City Open Space Strategy 2016 – 2036 as a reference document within the Frankston Planning Scheme's MSS.
- In addition to DELWPs recommended approach, council should seek to reference the Public Open Space Contribution Rates 2018 report within the Frankston Planning Scheme as part of the proposed planning scheme amendment. This will provide strategic justification and background information for the proposed new contribution rates
- The preparation of the amendment will be undertaken with a view to securing the Minister's approval to exhibit an amendment in early 2019.
- The Frankston Public Open Space Contribution Rates 2018 report recommends an 8 per cent contribution rate for developments within the FMAC; 5 per cent for developments outside of the FMAC area that have a land area less than 1,000 square metres; and 2 per cent for developments outside of the FMAC area that have a land area greater than 1,000 square metres.
- These proposed rates would recover substantial portions of the costs for Council's planned open space projects (between 68 – 97 per cent) and allow Council to target open space spending in the areas that have the greatest need.
- Increasing the proposed top rate above the recommended 8% could have the unintended effect of seriously restricting new development in Frankston's MAC.

**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 will be 2.25 per cent in 2018-2019.

**12.15 Public Open Space Contribution Rates - Report on public exhibition feedback and recommended planning scheme amendment approach.****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 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.

The proposed amendment preparation will incur financial costs; however, these costs can be accommodated within existing budgets. Costs associated with a planning scheme amendment to implement the recommended public open space contribution rates will be met from the Strategic Planning Unit's 2018/19 budget

Once adopted, the new Open Space Contributions Policy is anticipated to increase funds for open space provision.

**Consultation***Councillors*

Councillors were briefed on the Frankston Public Open Space Contributions report prepared by SGS consultants Lucinda Pike and James Atkinson at a briefing held on Monday 30 July 2018.

Later at its meeting on 13 August 2018, Council resolved:

*That Council:*

- 1. Notes the Frankston Public Open Space Contribution Rates 2018 report.*
- 2. Authorises officers to place the Public Open Space Contributions Report on public exhibition for a period of 5 weeks.*
- 3. Notes that following this exhibition period, a report will be provided to Council on the submissions received and a recommended approach to introduce Frankston specific open space contributions into the Frankston Planning Scheme.*

*Public Exhibition*

The findings of the Frankston Public Open Space Contribution Rates 2018 report and proposed new public open space contribution rates were exhibited for public feedback and consultation. This preliminary exhibition commenced on 10 September 2018 and concluded on 29 October 2018.

An officer assessment of these submissions is provided in Attachment B.

Submissions and commentary received by Council were primarily concerned with the following topics:

- Property rate payments
- Contribution amounts
- Additional provisions
- Contribution rate rationale

**12.15 Public Open Space Contribution Rates - Report on public exhibition feedback and recommended planning scheme amendment approach.****Executive Summary**

The following is a discussion of the issues raised by submitters:

*Property rate payments*

A number of submissions and comments expressed concern that the proposed policy would lead to an increase in property rate payments within Frankston.

The proposed policy will not increase or otherwise affect individual rate payments. A public open space contribution is a separate charge to developers who propose to subdivide land.

*Contribution rate rationale*

Given the complexity of the calculations and methods used to determine the proposed contribution rates, it was not immediately clear to some submitters how the rates had emerged.

The rates have been determined through consideration of the following key factors:

- Their capacity to recover costs for Frankston's planned open space works to 2036;
- The municipality's projected population growth and housing needs to 2036; and
- The likelihood for increased open space contribution rates to restrict future development.

*Contribution amounts*

The submissions which addressed this theme were divided in their opinion of the proposed rates as being excessive or insufficient.

Those who considered the proposed rates to be excessive were generally concerned with the restrictive impact the rates could have on future development within Frankston.

Those who considered the proposed rates to be insufficient sought greater provisions for public open space and funding for its maintenance. Submissions and comments also expressed a belief that large corporations should be contributing greater amounts for public benefits.

Increasing the top rate of the recommended 8% for the FMAC could have the unintended effect of seriously restricting new development in Frankston's MAC. Increasing the proposed 5 per cent rate outside the FMAC is considered to be excessive given the recommended rate has the capacity to recover approximately 97 per cent of costs for planned open space works.

Alternatively, the application of a 5 per cent contribution rate across the FMAC would be an inadequate mechanism, as it would only provide funding for approximately 50 per cent of projects already planned by Council, and would restrict Council's capacity to proactively respond to land purchasing opportunities that arise in the future. An 8 per cent contribution rate across the Frankston MAC is a practical response to the level of population growth occurring, and is consistent with Council's internal planning for open space provision.

*Additional provisions*

A number of submitters sought provisions in addition to the proposed contribution rates. These included, but were not limited to employment opportunities, landscaping provisions, car parking and street setbacks.

**12.15 Public Open Space Contribution Rates - Report on public exhibition feedback and recommended planning scheme amendment approach.****Executive Summary**

Council cannot require developers to provide any of the above recommended requirements through the provisions of the Subdivision Act 1988 or in a schedule to Clause 53.01. These concerns are addressed through other forms of legislation and provisions within the Planning Scheme. The purpose of this project is to ensure that Frankston will have sufficient publicly accessible open space (not privately owned land) and recreational facilities to service future generations.

*The Department of Environment, Land, Water and Planning*

Officers sought advice from the Department of Environment, Land, Water and Planning (DELWP) for a recommended approach to introduce Frankston-specific public open space contribution rates into the Frankston Planning Scheme. The subsequent suggestions and recommendations offered by DELWP are outlined in the following points:

- Specify the rates for open space contributions in a schedule to Clause 53.01 (Public Open Space Contribution and Subdivision) of the Frankston Planning Scheme;
- Amend the Frankston Planning Scheme's Municipal Strategic Statement (MSS) to include policy regarding open space and to provide strategic justification for any proposed amendment; and
- Include the Frankston City Open Space Strategy 2016 – 2036 as a reference document within the Frankston Planning Scheme's MSS.

Officers are supportive of this approach.

Additionally, it is recommended by officers that Council seeks to reference the Public Open Space Contribution Rates 2018 report prepared by SGS Economics and Planning in the Frankston Planning Scheme. This will provide strategic justification and background information for the proposed new contribution rates.

Further consultation will be conducted through the formal public exhibition process of the planning scheme amendment. During exhibition, all affected and concerned parties will have the opportunity to submit commentary and feedback for Council's consideration.

*Other Councils*

Other Victorian Councils have introduced a specified schedule of rates to Clause 53.01 in their respective planning schemes, many of which specify rates beyond the provisions of the Subdivision Act 1988. Such Councils include Knox, Monash, Brimbank, Kingston, Greater Dandenong, Port Phillip, Stonnington, Glen Eira, Casey and Mornington Peninsula. The rates specified in these schedules cannot be negotiated or challenged at VCAT.

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

Costs recovered through public open space contribution rates may be targeted at improving the quality of existing public open spaces including air and water quality, revegetation projects and biodiversity. Contribution rates may also be used to acquire land for the provision of new public open space providing opportunities to create or increase habitat corridors, areas for conservation and increasing the municipality's overall canopy cover.

**12.15 Public Open Space Contribution Rates - Report on public exhibition feedback and recommended planning scheme amendment approach.****Executive Summary****Economic Impacts**

The recommended contribution rates would recover substantial portions (between 68 and 97 per cent) of the costs for Council's proposed open space projects in key areas and allow Council to target open space spending in the areas that have the greatest need. Adopting the report and introducing the recommended contribution rates within a schedule to Clause 53.01 of the Frankston Planning Scheme will also provide strategic justification and statutory weight when considering and disputing open space contributions. The recommended rates will also provide consistency and certainty for both Council and developers and allow open space planning and projects to proceed in a more strategic and systematic manner. Additionally, a healthier, more active and attractive open space network is likely to entice new residents, workers, visitors and investors to Frankston.

**Social Impacts**

Through land acquisitions for new open space and the upgrading of existing open space facilities, the recommended contribution rates will assist in affording all Frankston City residents equitable access to a variety of open space typologies. As mentioned above, a healthier, more active and attractive open space network is also likely to entice new residents, workers, visitors and investors to Frankston. It is also likely to encourage residents to use the open space available to them, engaging in physical activity and forging a greater connection with, and appreciation for their 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

Should Council resolve to undertake a planning scheme amendment, it will be required to follow Ministerial Direction 15 which outlines the timeframes and steps for planning scheme amendment processes.

Policy Impacts

The report has been prepared to address likely public open space demands through to 2036. The report has also been prepared to provide a sound strategic basis for open space objectives in the current Municipal Strategic Statement and for deciding where to apply the public open space contribution rates.

Planning permit application 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 associated with increasing the developer contribution in the FMAC beyond 8% is the potential for development to be stifled or stalled as a result of the higher contribution rates. While the report demonstrates that higher rates are reasonably justified, in the event that new development is excessively burdened, a review of the rates' suitability could be undertaken. Additionally, during the exhibition stages of the planning scheme amendment process, all affected and concerned parties

**12.15 Public Open Space Contribution Rates - Report on public exhibition feedback and recommended planning scheme amendment approach.****Executive Summary**

will have the opportunity to submit commentary and feedback for Council's consideration. It is expected that this process will be sufficiently effective to ensure that the above risk is being managed to within acceptable levels.

**Conclusion**

The proposed fixed rates of 5, 8 and 2 per cent (for different parts of the city) are anticipated to recover substantial portions of the costs associated with Council's planned open space projects through to 2036. Land and funding obtained from these new rates will be instrumental in affording Frankston's existing and future residents with equitable access to quality public open spaces. Furthermore, it will establish a consistent, calculated approach to open space planning within Frankston, one that empowers officers in their decision-making and provides greater certainty for both Council and developers.

The issues and concerns raised through the preliminary public exhibition period have been given due consideration by Council. A number of the concerns brought to attention through the exhibition period are more appropriately addressed through alternative forms of policy and legislation or elsewhere within the Frankston Planning Scheme. The concerns directly applicable to the proposed public open space contribution changes have been largely anticipated and addressed in the Frankston Public Open Space Contribution Rates 2018 report. As such, it is considered that no changes are required to the proposed approach to introduce Frankston specific open space contributions into the Frankston Planning Scheme.

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**ATTACHMENTS**

Attachment A: [↓](#) Frankston City Council - Public Open Space Contributions Report  
- SGS Economics & Planning

Attachment B: [↓](#) Public Open Space Contributions - Submissions - Public  
Exhibition October 2018

**12.15 Public Open Space Contribution Rates - Report on public exhibition feedback and recommended planning scheme amendment approach.****Officers' Assessment****Background**

The provision of open space is fundamental to the quality of life for Frankston City's residents, workers and visitors. Population growth, increasing urban densities, shifting land uses and environmental changes are just some of the factors that will influence Frankston's future open space planning and place strain on the availability and quality of the municipality's existing public open spaces.

In 2016, Council adopted the Frankston City Open Space Strategy 2016-2036, a document which provides the strategic vision and framework for open space planning in Frankston over a 20 year period. It sets out a tactical agenda for decisions and allocations of resources to ensure a complete and legible open space network that delivers health and wellbeing, social, environmental and economic benefits for the community of Frankston. Additionally, it aims to deliver a diversity of open space types that are easily accessible, adequately provisioned, safe, and that are a joy to use.

The Strategy identifies what types of open spaces currently exist within the municipality, where they are located and, using forecast population growth and housing changes, where the demand for quantity and quality of open space is likely to increase. Importantly, it identifies which neighbourhoods have an insufficient supply of open space to adequately service their forecast populations.

Public open space contributions from developers are one of a number of potential resources for the acquisition of land for public open space and improvement of existing facilities on behalf of new populations. The contribution levy is assessed at the time of subdivision and can be provided as either land or cash at Council's discretion.

Council currently uses the Subdivision Act 1988 to evaluate open space contributions. Each contribution is assessed and levied individually and the contribution amount is open to appeal at VCAT. Inconsistent contribution rates have made it difficult for Council to plan for open space works. There is not a systematic means of predicting what the open space contribution may be for a particular development or what will be collected in future financial years. This has made open space planning difficult to progress in a strategic manner and prompted Council to seek specialist advice in 2017 to assist planning officers in their decision-making.

**Public open space contributions in practice**

Council asks for a public open space contribution for any residential, commercial or industrial subdivision of more than two lots. If a subdivision is proposed for two lots, Council asks for a public open space contribution if the lots have the potential to be further subdivided. In accordance with the Subdivision Act 1988, a 5% contribution is generally required. Where acceptable to Council, this can be provided in land for recreational purposes, as a cash-in-lieu contribution or a combination of both.

If a public open space contribution is provided as land, it is usually identified on the subdivision plan when applied for. A cash-in-lieu contribution must be paid before Council issues a Statement of Compliance for the subdivision. A valuation is obtained and the contribution appraised when requested by the applicant.

Council can only make a public open space contribution requirement once, except where it is the subdivision of a building (e.g. a residential apartment building) in which case Council can ask for another contribution. Council can defer a contribution but would need to request it via a Section 173 Agreement as Council cannot come back and request this again through Section 18 of the Subdivision Act.

**12.15 Public Open Space Contribution Rates - Report on public exhibition feedback and recommended planning scheme amendment approach.****Officers' Assessment****Public open space contribution rates - calculation methodology**

The report's calculation method provides the framework for levying development contributions within Frankston. The framework requires proponents to meet the development standard on-site or pay for these to be satisfied off-site.

The proposed open space contribution rates (forecast to 2036) for each catchment area (FMAC and suburbs) were calculated by dividing:

- a) The average contribution required per non-exempt new dwelling to fully fund Council's open space works of the dwelling's catchment area
  1. by
    - b) The average land cost per dwelling of that catchment area
  2. This calculation produces an average contribution rate that can be reasonably applied across the catchment area in question.

*(See Attachment: A, Appendix 1 for a comprehensive breakdown of the Open Space Contribution Rate Calculation method – page 32)*

**Catchment Areas**

The level and distribution of population growth forecast across Frankston City Council over the next 20 years indicates that there are areas that will experience transformative change and areas that will experience incremental change. The level of population growth projected in the FMAC indicates that it is undergoing transformative change. Areas outside of the FMAC are experiencing less growth and in these areas, change can be viewed as incremental.

As a result of the differing growth levels, two separate contribution rates were applied and tested against two separate catchment areas – the FMAC and the area outside the FMAC comprising all suburbs.

**1) Areas outside the FMAC**

The method for the calculation of contribution rates was initially applied to each suburb outside the FMAC, two examples of which are provided below. The subsequent contribution rates varied from a low of 2 per cent in Sandhurst to a high of 29 per cent in Frankston North.

To combat the highly variable contribution rates calculated for the catchments outside the FMAC, a singular fixed rate of 5 per cent was applied. When this uniform rate was applied using the same calculation method, approximately 97 per cent of the total cost anticipated for open space works outside the FMAC was recovered.

Applying a fixed rate outside the FMAC will provide Council with the capacity to invest in open space upgrades and land purchases in areas where it is most needed. It will also allow Council to better address the existing variation and inequity in current levels of access to open space.

However, it is recognised that there are a significant number of large lot developments occurring, particularly in Frankston South and Langwarrin. A 5 per cent contribution of subdivided lots greater than 1,000 square metres where there is only one dwelling could be considered excessively onerous.

It is therefore reasonable to consider applying the lower open space contribution rate of 2 per cent for lots with dwellings that have a land area greater than 1,000 square metres.

**12.15 Public Open Space Contribution Rates - Report on public exhibition feedback and recommended planning scheme amendment approach.****Officers' Assessment**

**Calculation Example 1 – Frankston South:** The total cost of all proposed open space works in Frankston South (forecast to 2036) is \$17,916,000. Within this area, it is forecast that 684 new dwelling developments will be required to make a public open space contribution.

$$\$17,916,000 \div 684 = \$26,183$$

Each of these developments would need to contribute \$26,183 per dwelling to fully fund Frankston South's open space works to 2036. With an average land value per dwelling of \$332,220 in Frankston South, this equates to an 8% (approx.) contribution rate.

$$\$26,183 \div \$332,220 = 0.0788 \text{ or a contribution rate of approximately 8 per cent}$$

**Calculation Example 2 – Skye:** The total cost of all proposed open space works in Skye (forecast to 2036) is \$8,336,000. Within this area, it is forecast that 563 new dwellings will be required to make a public open space contribution.

$$\$8,336,000 \div 563 = \$14,807$$

Each of these developments would need to contribute \$14,807 per dwelling to fully fund Skye's open space works to 2036. With an average land value per dwelling of \$395,540 in Skye, this equates to a 4% (approx.) contribution rate.

$$\$14,807 \div \$395,540 = 0.0374 \text{ or a contribution rate of approximately 4 per cent}$$

*(See Attachment: A, Table 12 for a breakdown of contribution rate calculations by suburb – page 29)*

*(See Attachment: A, chapter 7 for the contribution rate review of areas outside the FMAC – page 28)*

**2) FMAC**

To determine the contribution rate required to fully fund open space works for the FMAC area, we can apply the same calculation methodology as was used to determine the contribution rates for the areas outside the FMAC:

The total cost of all proposed open space works in the FMAC (forecast to 2036) is \$19,542,000. Within this area, it is forecast that 1,348 new dwellings will be required to make a public open space contribution.

$$\$19,542,000 \div 1348 = \$14,497$$

Each of these developments would need to contribute \$14,497 per dwelling to fully fund the FMAC's open space works to 2036. With an average land value per dwelling of \$123,543 in the FMAC, this equates to an approximate 12 per cent contribution rate.

$$\$14,497 \div \$123,543 = 0.1173 \text{ or a contribution rate of approximately 12 per cent}$$

However, the transformative nature of development in the FMAC warrants a standards-driven approach. Guidelines developed for Adelaide, but applicable to higher density developments across Australia, recommend 10 square metres per capita in open space contributions. Typical redevelopment densities in the FMAC will be around 125 dwellings per hectare. At an occupancy rate of 1.5 this translates to 188 people per hectare. Using an absolute minimum open space provision standard of 10m<sup>2</sup> per capita this density of development would require 1,880m<sup>2</sup> of open space per hectare, or more than 18 per cent of developable land.

Although an 18 per cent contribution rate could be argued using this standards-based approach alone, the report recommends adopting an 8 per cent contribution rate within the FMAC area. This figure is considered to be appropriate given that:

**12.15 Public Open Space Contribution Rates - Report on public exhibition feedback and recommended planning scheme amendment approach.****Officers' Assessment**

- An 8 per cent rate is at the upper limit of contributions practice in Melbourne and has been recently applied in the Cities of Manningham, Kingston, Melbourne (*for Fisherman's Bend renewal area*) and Stonnington.
- A 12 to 18 per cent levy could create significant constraints on development where the land is already zoned for higher density housing. This could undermine urban development policy which seeks to concentrate higher density development within the FMAC area.

When testing the cost recovery of an 8 per cent contribution rate, approximately 68 per cent of the FMAC's open space project costs would be collected. A contribution rate of 12 per cent would result in a cost recovery of approximately \$21 million and a contribution rate of 10 square metres per capita (18 per cent) would result in a cost recovery of over \$30 million. This clearly exceeds the current expected planning for open space projects within the FMAC and, as discussed, could create significant constraints on development.

*(See Attachment: A, chapter 6 for the FMAC contribution rate review – page 27)*

**Application of the proposed contribution rates****1) Cash contributions**

Where Council would prefer a cash contribution for the provision of public open space, the following rates will apply to non-exempt subdivisions:

- a) An 8% contribution rate for the subdivision of land within the Frankston Metropolitan Activity Centre (FMAC);
- b) A 5% contribution rate for the subdivision of land outside the FMAC which includes any lots having an area of 1,000 square metres or less; and
- c) A 2% contribution rate for the subdivision of land outside the FMAC where all lots have an area of 1,001 square metres or greater.

**2) Land contributions**

Whilst the report focuses primarily on cash contributions for the provision of public open space, in accordance with the Subdivision Act 1988, Council reserves the right to determine whether the contribution will be a land or cash contribution or a combination of both.

In some instances, Council may prefer a land contribution over a cash contribution. For example, in the event that a subdivision development abuts an existing park, Council could request a land contribution in order to expand or embellish the park.

Land contributions for the provision of public open space will be made at the same rate as the proposed cash contribution rates for non-exempt subdivisions:

- a) An 8% contribution rate for the subdivision of land within the Frankston Metropolitan Activity Centre (FMAC);
- b) A 5% contribution rate for the subdivision of land outside the FMAC which includes any lots having an area of 1,000 square metres or less; and

**12.15 Public Open Space Contribution Rates - Report on public exhibition feedback and recommended planning scheme amendment approach.****Officers' Assessment**

- c) A 2% contribution rate for the subdivision of land outside the FMAC where all lots have an area of 1,001 square metres or greater.

**3) Combined cash and land contributions**

Where Council deems it appropriate, a combined land and cash contribution may be requested. Combined land and cash contributions will be provided at a rate equivalent to that of land or cash contributions. For example, a combined contribution for a non-exempt subdivision development within the FMAC area could set aside 2 per cent of the land and pay 6 per cent of the land value for a total contribution of 8 per cent.

**Funding Frankston's public open space projects**

The Frankston City Open Space Strategy 2016 – 2036 sets out the capital works recommendations and priorities to improve Frankston's open space network over a 20 year period. The proposed projects vary in scale and complexity and include feasibility studies, advocacy programs, policy reviews, restorations, upgrades and implementation and management plans.

The majority of projects identified in the Strategy are associated with one or two suburbs of Frankston however, some projects are associated with all catchments if they are anticipated to be of regional significance. For example, any upgrade to a regional level park, or major trail is considered to be of use to all dwellings in Frankston. The cost is therefore distributed across all catchments in the municipality, including the FMAC. Other projects are only associated with one catchment, which might be the FMAC or a suburb. For example, the cost of land purchases for a local level park will only be distributed across new non-exempt dwellings within the local catchment it is located within, while the costs of implementing a regional bike path will be distributed across the municipality.

Funding received from the public open space contributions will be fundamental to providing high quality public open spaces throughout the municipality. Importantly, it will assist in improving public open spaces and facilities which anticipate increased usage, particularly in areas identified for high population growth i.e. the FMAC. Such projects include upgrading pedestrian and cycling paths, upgrading the foreshore and Kananook Creek connections and infrastructure, upgrading district and regional level sporting facilities and developing and implementing master plans for numerous public parks and reserves.

Once implemented, it is desirable for Council to undertake a review of the operation of the new open space contribution rates after 12 months, to enable further fine tuning of the rates that may be required for different locations.

**Options Available including Financial Implications**

1. Note the submissions; and progress the proposed planning scheme amendment activity.
2. Take no further action.

The resource requirements associated with this report are estimated to be approximately \$30,000. Costs associated with a planning scheme amendment to implement the recommended public open space contribution rates will be met from the Strategic Planning Unit's 2018/19 budget.



## FRANKSTON PUBLIC OPEN SPACE CONTRIBUTIONS

FINAL REPORT  
MAY 2018

Prepared for  
Frankston City Council

Independent  
insight.



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This report has been prepared for Frankston City Council City Council. SGS Economics and Planning has taken all due care in the preparation of this report. However, SGS and its associated consultants are not liable to any person or entity for any damage or loss that has occurred, or may occur, in relation to that person or entity taking or not taking action in respect of any representation, statement, opinion or advice referred to herein.

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# EXECUTIVE SUMMARY

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## Background

The Frankston City Open Space Strategy (2016-2036) guides Frankston City Council on its open space program: it provides open space priorities, determines capital works and identifies future open space requirements. SGS was engaged to provide advice on the feasibility and appropriateness of open space contribution rates within Frankston City Council.

This report provides an independent analysis of open space contribution requirements for the Frankston City Council based on open space projects planned for the municipality and on the expected rates of growth. This allows for a critical evaluation of the feasibility of applying open space contribution rates for developments of three or more dwellings in the Frankston City Council, and an assessment of the most appropriate rate(s) to apply. As part of this evaluation, the report includes a detailed quantitative assessment of open space contribution requirements in Frankston City Council.

## Transformative change

Between 2005 and 2014, housing development projects largely consisted of replacement housing and single dwellings. These development types comprised more than 74 per cent of new dwellings. Between 2005 and 2014, new dwellings were mainly being constructed across Carrum Downs, Skye, Langwarrin, and Seaford, with limited variation between areas irrespective of whether the planning controls encouraged substantial, or moderate change. If this trend was to continue, change in Frankston City would be incremental and not particularly concentrated in certain areas.

Population and dwelling forecasts for 2011 to 2036 however suggest that the nature of development will fundamentally shift and the City will undergo major change. Growth is anticipated to be particularly concentrated in areas where planning controls promote substantial change, that is in the Frankston Metropolitan Activity Centre. There will also be distributed growth in broad hectare housing estates in Carrum Downs and Sandhurst.

The Frankston MAC is expected to see up to an 80 per cent increase in the number of dwellings between 2011 and 2036. This area is identified as experiencing transformative change, as it is undergoing a fundamental shift in land use towards medium and high density housing.

## Open space provision

Frankston City has significant areas of public open space, particularly large tracts of regional passive open space. There are also significant areas of local and district open space. However, all categories of open space - local, district and regional - are not distributed evenly across the municipality. As a result, there is high variability in residents' access to primary open space. For example, in Sandhurst no primary public open space exists: the main form of open space is golf courses, which has restricted access to residents. In other areas, diversity of open space is an issue, with many areas experiencing an under supply of active open spaces for sport.

Overall, the provision, distribution and access to open spaces do not always meet the local needs of Frankston residents. There is anticipated to be increased stress on existing open space, and under provision of different types of open space, as the population increases and areas of the municipality (particularly the MAC) densify.

The Frankston MAC is projected to experience the greatest rate of growth in the municipality. It is also projected to experience a significant decline in access to open space by 2036, unless significant investment in open space occurs.

### Open space contribution rates

SGS tested the cost recovery that would result from two different fixed open space contribution rates. The table below tests the impact of a standard 5 per cent contribution rate applied to all non-exempt dwellings within the FMAC. It then examines the scenario where an 8 per cent contribution rate is applied within the FMAC.

#### DWELLING GROWTH PROJECTIONS BY AREA

Open Space Catchment	Total open space costs**	Non-exempt dwellings*	5 % contribution rate	8 % contribution rate	10 square metres/capita standard
Frankston MAC	\$19,542,000	1,348*	\$8,329,400 (43%)	\$13,327,000 (68%)	\$30,238,500 (155%)

Source: SGS Economics and Planning, 2018

An 8 per cent contribution rate across the Frankston MAC is a practical response to the levels of population growth occurring and is consistent with Councils internal planning for open space provision.

### Recommendations

This report recommends and justifies an open space contribution rate that can be introduced at Clause 52.01 of the Frankston Planning Scheme and be applied to the entire municipality, including the Frankston MAC.

# 1. INTRODUCTION

---

## 1.1 Background

The Frankston City Open Space Strategy (2016-2036) guides Frankston City Council on its open space program: it provides open space priorities, determines capital works and identifies future open space requirements.

Frankston City Council sought independent advice from SGS on the feasibility and appropriateness of open space contribution rates within Frankston City Council. The current open space contribution rate is a default 5 percent across the municipality; including for developments in the Frankston Metropolitan Activity Centre (FMAC). The suitability of this rate was also reviewed.

## 1.2 Purpose of report

This report recommends and justifies an open space contribution rate that can be introduced at Clause 52.01 of the Frankston Planning Scheme and be applied to the entire municipality, including the Frankston MAC.

This report provides an independent analysis of open space contribution requirements for the Frankston City Council based on open space projects planned for the municipality and on the expected rates of growth. This allows for a critical evaluation of the feasibility of applying open space contribution rates for developments of three or more dwellings in Frankston City Council, and an assessment of the most appropriate rate(s) to apply. As part of this evaluation, the report includes a detailed quantitative assessment of open space contribution requirements in Frankston City Council.

To this end, this report includes:

- a review of development contribution frames and open space standards;
- a review of existing open space provision in Frankston City Council;
- an analysis of population and dwelling projections in Frankston City Council;
- an analysis of current and projected open space per capita provision;
- an assessment of the Frankston City Open Space Strategy (2016-2036);
- an analysis of open space contribution requirements for areas of substantial change based on ideal open space provision standards in the planning of such areas;
- an analysis of open space contribution requirements for areas of incremental change (outside of Activity Centres) based on the Council's planned open space provision program;
- recommendations for an Open Space Contributions Plan for Frankston City Council.

By way of context, the existing Frankston open space inventory is shown in Figure 1.

FIGURE 1: OPEN SPACE DISTRIBUTION IN FRANKSTON CITY



Source: SGS Economics & Planning Pty Ltd

## 2. APPROACH

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This section provides an overview of the different approaches to open space contribution policies and open space standards. The method to evaluate the proposed open space contribution rates in Frankston City Council is then outlined.

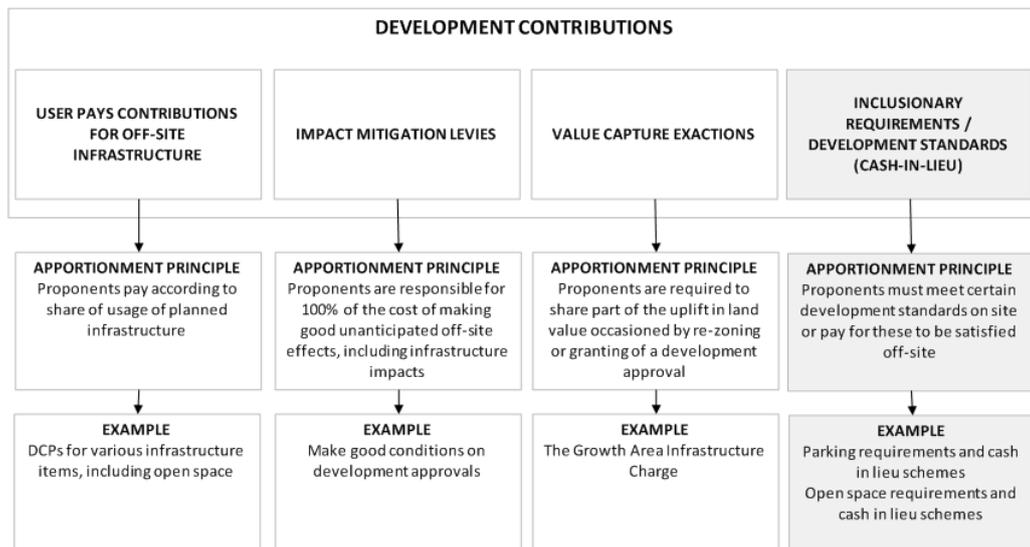
### 2.1 Development contribution frames

Councils may pursue their open space contributions policies through a number of statutory avenues. They can confine themselves to the provisions of the Subdivision Act that enshrines a nominal contribution requirement of up to 5% of site area or equivalent land value. Alternatively, councils may seek to apply a variation to this default requirement through a change to Clause 52.01 of the Planning Scheme. Another option is to prepare a Development Contribution Plan (DCP).

Most councils favour the first or second of these three options. The DCP pathway is more onerous in terms of strategic justification and is less flexible in terms of how the funds generated may be deployed. Moreover, it is more difficult to manage the issue of unpredictable shifts in land value escalation when open space levies are collected via a DCP. Finally, and perhaps most importantly, is that the underpinning 'user pays' logic of DCPs requires that the cost of infrastructure is shared equally amongst existing dwellings and projected development in accordance with projected share of usage. This means that for a developed municipality like Frankston, only a small percentage of open space investment costs – probably less than 15% - would be recovered through development contributions. Thus, for example, if new dwellings account for 15 per cent of all dwellings in 2036, their collective share of usage and therefore costs is 15 per cent. Existing dwellings would have an 85 percent share of usage and associated share of costs which could not be recovered through development contributions. This would be funded by Council.

Fixing a desired level of contribution for developments of 3 or more dwellings via Clause 52.01 is generally the most practical route for councils in Frankston's position. However, there is little official guidance as to how a preferred levy might be justified. Of the four mutually exclusive (and additive) frames for the setting of development contributions (Figure 2), the 'Inclusionary Requirements' model is likely to be most relevant for determining open space contributions under Clause 52.01.

FIGURE 2: FOUR MUTUALLY EXCLUSIVE FRAMES FOR LEVYING DEVELOPMENT CONTRIBUTIONS



Source: SGS Economics & Planning Pty Ltd

The 'inclusionary requirements' principle calls on all successive projects to incorporate certain design provisions or meet certain planning standards to ensure that, cumulatively, urban development proceeds in an orderly and sustainable fashion, while keeping within community expectations. Car parking requirements are an example of inclusionary provisions. In some cases, inclusionary provisions can be discharged by making cash in lieu contributions for the requisite provisions to be met off-site.

Embedded in the inclusionary requirements frame is the idea that each unit of development should meet a particular standard or rate of open space provision, unless there are compelling reasons to provide a waiver or relaxation of such requirements (for example, a significant surplus of open space is already available in the district in question). The setting of these provision standards is clearly a crucial step.

There are two approaches to this task. In greenfield areas, major brownfield sites, or other areas identified for transformation, it is usually reasonable to set the open space provision standard at 'ideal' or 'optimal' levels. Elsewhere, the expected rate of provision by successive units of development is more appropriately derived, not from theoretically optimal standards, but with what the Council in question can practically acquire and develop. SGS labels these two approaches 'standards driven inclusionary open space requirements' and 'customised open space inclusionary requirements'.

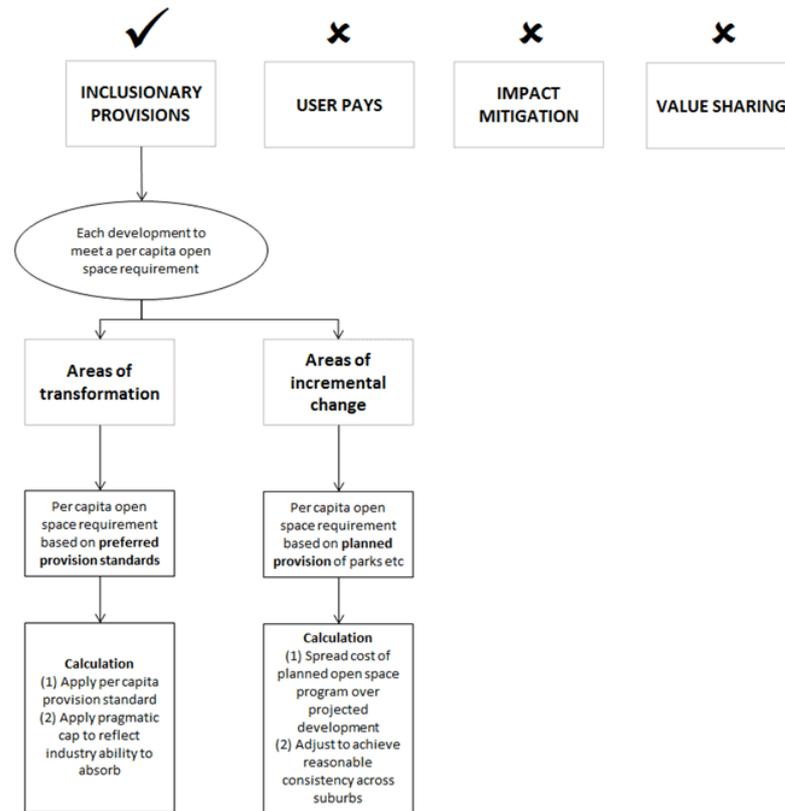
This two-tiered approach to the application of the inclusionary requirements frame is summarised in Figure 3.

A number of considerations support an inclusionary requirements approach, including the following:

- Open space collections under the Subdivision Act can be deployed anywhere in the City so long as the funds are used exclusively for open space land purchases or embellishment,
- Flexibility to deploy the funds when and where required, rather than in accordance with a rigid pre-determined schedule is important when a council is working in largely built up

- areas where there is a need to respond to ad hoc opportunities to improve the open space network, and
- Simplicity in the operation of the open space contributions is desirable.

FIGURE 3: OVERVIEW OF STRATEGIC APPROACH TO CALCULATING OPEN SPACE CONTRIBUTION RATES IN FRANKSTON



Source: SGS Economics & Planning Pty Ltd

## 2.2 Open space standards

Metrics for 'best practice' in open space allocations differ somewhat between countries, and have been used for over 50 years in open space planning. In the US, for example, researchers have found that 4ha of open space per 1000 people is considered the norm, compared to 2.83ha open space per 1000 population in the UK. In NSW the standard is also 2.83ha per 1000 population. In comparison, the Australian standard varies, with the National Capital Commission (Canberra, 1981) proposing 4ha/1000; Queensland having a relatively high 4-5ha per 1000 people<sup>1</sup> and South Australia currently requiring a 12.5% open space contribution which generally translates to 3.8 ha per 1000 people in greenfield areas.

Guidelines developed for Adelaide but applicable to medium and higher density developments across Australia recommend 10 square metres per capita in developer contributions for open space provision (consistent with the South Australian standard of 12.5% of land contribution rate), which is to be provided by developers either on or off site.<sup>2</sup> Victorian Government Guidelines recommend 26.4 square metres per capita in growth areas.<sup>3</sup>

Table 1 illustrates the variation in open space provision standards within Australia and internationally.

TABLE 1: OPEN SPACE PROVISION STANDARDS

Source	Total open space provision rate (m <sup>2</sup> per capita)
American Park and Outdoor Art Association (1901)	20
British National Playing Fields Association (1938)	24.3
US National Recreation and Parks Association	40****
NSW Guidelines (2010)	28.3
Commonwealth of Australia - Joint Venture for More Affordable Housing (1989)	16*
National Capital Development Commission 1977/1981	40****
Vic Gov - Planning for Community Infrastructure for Growth Areas (2008)	26.4**
Vic –default contribution in Subdivision Act (5%)	13.3*
<b>South Australia: Best Practice Open Space in Higher Density Developments</b>	<b>10***</b>

\* based on suburban developments of 15 dwellings per hectare

\*\* Comprising 10m<sup>2</sup> for neighbourhood passive open space, 8.9m<sup>2</sup> for neighbourhood active open space and 7.5m<sup>2</sup> for higher order active open space

\*\*\* 10 square metres per capita developer contribution recommended, while a further 10 square metres may also be required outside of the development area.

\*\*\*\* includes regional passive open space. All other standards exclude this.

<sup>1</sup> Local Government Research and Development Fund (2012) Summary Report: Best Practice Open Space in Higher Density Developments Project.

[https://www.sa.gov.au/\\_data/assets/pdf\\_file/0016/17530/Best\\_Practice\\_Open\\_Space\\_in\\_Higher\\_Density\\_Developments\\_Project\\_Summary\\_Report\\_June\\_2012.pdf](https://www.sa.gov.au/_data/assets/pdf_file/0016/17530/Best_Practice_Open_Space_in_Higher_Density_Developments_Project_Summary_Report_June_2012.pdf) Research Findings. Local Government Research Project into Best Practice Open Space Provision for Higher Density Infill Development Project.

<sup>2</sup> ibid

<sup>3</sup> Victorian Department of Planning and Community Development (2008), Planning for Community Infrastructure for Growth Areas. [https://vpa.vic.gov.au/wp-content/Assets/Files/Planning\\_for\\_Community\\_Infrastructure\\_in\\_Growth\\_Areas\\_Apr08.pdf](https://vpa.vic.gov.au/wp-content/Assets/Files/Planning_for_Community_Infrastructure_in_Growth_Areas_Apr08.pdf)

### 2.3 Review method

To evaluate the proposed open space contribution rates in Frankston City Council, the following steps were taken.

A detailed assessment of current access to open space across the municipality was undertaken to determine the distribution of open space, and the areas where there is an undersupply of open space. This was to assist in evaluating the need for new open space projects, and the suitability of the location of new open space projects.

The next step involved a review of the Frankston's Open Space Strategy (2016-2036) and related open space work. This included an assessment of current and projected open space provision per capita based on existing and proposed open space provision. While this assessment is included in the Open Space Strategy, it was necessary to distinguish open space provision rates for the Frankston Activity Centre, and this was not included in the strategy.

Secondly, a review of projected housing development and population in Frankston was conducted to determine whether the projected growth in Frankston is likely to be transformative in any particular location or neighbourhood. This included a review of the degree to which growth is concentrated in areas covered by an Activity Centre Zone. Areas undergoing transformation are considered to have greater open space requirements- they are transforming from one land use type to another. Further, in areas of higher density, residents have greater needs for public open space due to the lack of private open space.

This analysis assisted in determining the most suitable model for calculating contribution rates. As noted, a standards driven inclusionary requirements approach is more likely to be appropriate in areas subject to intense development and transformative change, while a customised inclusionary requirements approach is more likely to be appropriate outside these areas. This approach is illustrated in Figure 3.

The final step was an independent analysis of open space and dwelling projections to identify appropriate open space contribution rates. This was based on dwelling and open space projections to 2036, ensuring costs were distributed equitably across new dwellings over a 20 year time period. Once appropriate contribution ratios were identified, these were tested against Council's planned open space program and further refined before a final recommendation on appropriate contribution rates was generated.

## 3. OPEN SPACE ACCESSIBILITY

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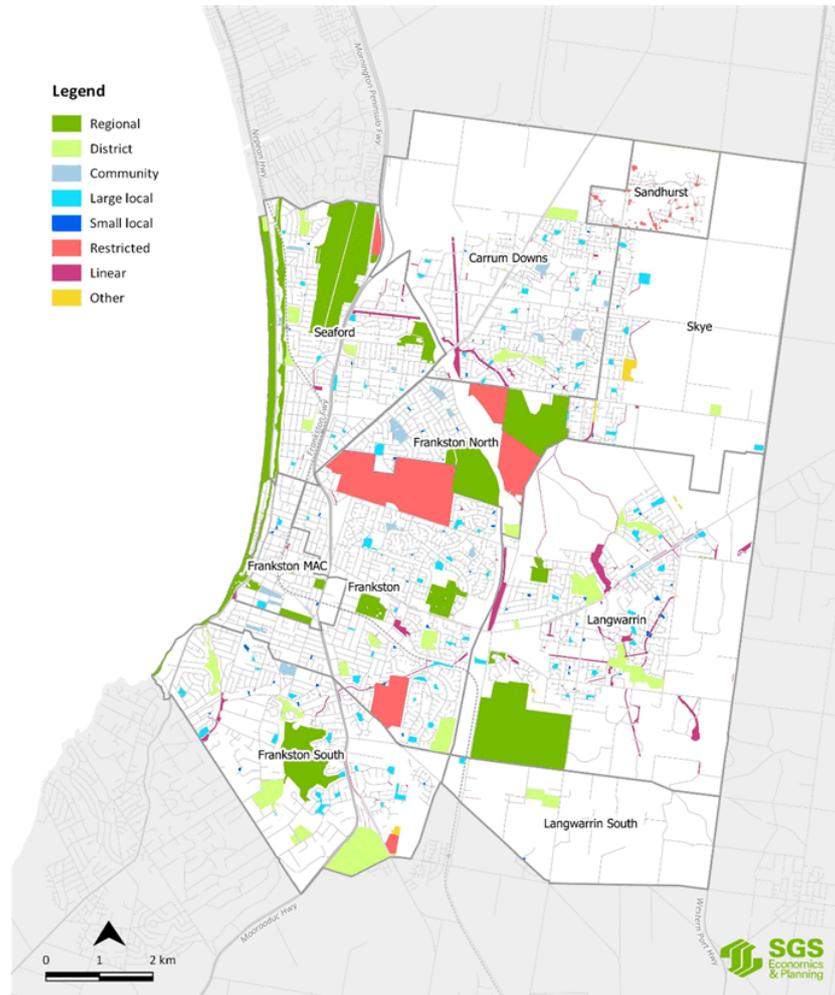
This chapter discusses the distribution of open space across Frankston City Council. It also discusses the accessibility of open space using a series of access maps.

### 3.1 Distribution of public open space

Figure 4 illustrates the distribution of open space across Frankston City Council. It highlights a number of large regional parks, most notably parkland along the Seaford and Frankston foreshores, Langwarrin Flora and Fauna Park in Langwarrin, Frankston Reservoir Reserve in Frankston South, Ballam Park and George Pentland Botanical Gardens in Frankston, Pines Flora and Fauna Park in Frankston North, and the Kananook Creek and Wetlands Recreation reserves in Seaford.

District, community and local parks are not evenly distributed, with comparatively fewer local open spaces in Sandhurst, Skye and Langwarrin South.

FIGURE 4: OPEN SPACE TYPES DISTRIBUTION IN FRANKSTON CITY COUNCIL



Source: SGS Economics and Planning, 2017

### 3.2 Open Space Classifications

**Passive open space:** Open space that is set aside for parks, gardens, linear corridors, conservation bushlands, nature reserves, public squares and community gardens that are made available for passive recreation, play and unstructured physical activity.

**Active open space:** Open space that is set aside for the primary purpose of formal outdoor sports by the community.

A hierarchical classification system has been developed by Frankston City Council to categorise open space by its character, size, user catchment and infrastructure. This hierarchy is outlined in Table 2.

TABLE 2: HIERARCHY OF OPEN SPACES

Open Space	Distance from population	Purpose of open space
Regional open space	<p>Unlimited travel and transport catchment for regional open space.</p> <p>Regional open space attracts tourists and visitors from within and outside the municipality, as well as meeting the needs of surrounding residents.</p>	<p>Often located in a significant setting offering each visitor a unique experience. Also plays an important role in the protection and improvement of the natural environment. They are often connected by regional trails and biodiversity corridors.</p>
District open space	<p>2 km travel and transport catchment for district level open space.</p> <p>District open space attracts users from across the municipality. These spaces cater for a wide cross section of the community.</p>	<p>District open spaces frequently provide multiple experiences and activities such as; appreciation of natural and cultural heritage assets, sporting facilities, relaxation and solitude, social interaction and play, education, and floodway and waterway management.</p>
Community open space	<p>No specific distance. Open space within 300-500 m safe walking distance of at least 95 percent of all dwellings (urban residential areas).</p> <p>Community open space provides a range of activity that appeal to the local community. They tend to be in close proximity to community facilities such as schools, activity centres, community centres and health care centres.</p>	<p>Provide dedicated space for the neighbourhood to meet and participate in community events and foster a spirit of community pride and well-being.</p>
Large local open space	<p>No specific distance. Open space within 300-500 m safe walking distance of at least 95 percent of all dwellings (urban residential areas).</p> <p>Used by the local community.</p>	<p>Large Local open space caters for informal recreation, relaxation and children's play. They may also support nature conservation.</p>
Small local open space	<p>No specific distance. Open space within 300-500 m safe walking distance of at least 95 percent of all dwellings (urban residential areas).</p> <p>Small Local open spaces commonly support one designated activity for local residents.</p>	<p>Small Local open space caters for informal recreation and relaxation.</p>
Linear open space	<p>Linear parks and trails along waterways, foreshore, vegetation corridors and road reserves within 1 km of 95 percent of all dwellings</p>	<p>Linear open spaces are primarily made up of off road walking trails, bike paths, road reserves, trails associated with waterways and vegetation corridors. They form an important physical link connecting parcels of open space for wildlife, flora, authority services, wider open space networks and urban destinations.</p>

Source: Frankston City Open Space Strategy 2016 - 2036

### 3.3 Access to open space

Access to open space for the residents of Frankston varies by suburb. Table 3 shows the size and share of Frankston City's open space by suburb. It also outlines supply issues by suburb as reported in the Frankston City Open Space Strategy (2016).

TABLE 3: OPEN SPACE ACCESS

Suburb	Primary OS area (ha)	Share of open space	Supply and access
Carrum Downs	160	12%	<ul style="list-style-type: none"> <li>Under supply of open space supporting sporting and active recreation.</li> <li>Walking gaps around Hall Road Activity Centre.</li> <li>Existing and future population growth and residential density places increasing demand on existing open space.</li> <li>Centrally located open space, acting as a neighbourhood destination, are underdeveloped.</li> </ul>
Frankston	180	14%	<ul style="list-style-type: none"> <li>There is a diversity of well distributed primary open space types with sporting, coastal and conservation dominating supply.</li> <li>Walking gaps exist in the suburb, exacerbated by infrastructure barriers.</li> </ul>
Frankston North	104	8%	<ul style="list-style-type: none"> <li>Frankston North has a sufficient quantity of open space to support existing and future populations.</li> <li>Regional open spaces are distributed outside the urban growth boundary, with limited entry points and access from the residential area.</li> <li>Frankston North has one small walking gap within the south-western corner of the residential area.</li> </ul>
Frankston South	147	11%	<ul style="list-style-type: none"> <li>There is limited, and minimal change needed regarding the provision and distribution of open space in Frankston South.</li> <li>There are several walking gaps, with the Moorooduc highway acting as a barrier.</li> <li>Partnerships with schools, upgraded open space and improved street connections in gap areas are required to improve access to existing open space.</li> </ul>
Langwarrin and Langwarrin South	359	27%	<ul style="list-style-type: none"> <li>Although the overall provision of open space in Langwarrin/Langwarrin South is generous, the provision of sporting open space per capita is not achieved.</li> <li>Walking catchment gaps have been identified.</li> </ul>
Sandhurst	0	0%	<ul style="list-style-type: none"> <li>No provision of district level and regional open space.</li> <li>There is a significant quantity of secondary open space</li> <li>The restricted use and privately-owned Sandhurst Golf Club dominates supply of secondary open space, requiring membership to access.</li> </ul>
Seaford	351	28%	<ul style="list-style-type: none"> <li>There is adequate overall supply of open space.</li> <li>There is adequate open space to service future populations.</li> <li>There are walking catchment gaps due to the Frankston Freeway and Eastlink.</li> </ul>
Skye	17	1%	<ul style="list-style-type: none"> <li>Undersupply of open space that supports sporting and active recreation.</li> <li>Undersupply increasing with population growth.</li> <li>Skye has one of the highest population densities within Frankston City, but the lowest per capita open space provision.</li> </ul>
Frankston MAC	-	-	<ul style="list-style-type: none"> <li>A walking gap to open space exists in the MAC meaning residents need to walk further than 500m to access regional or district open space.</li> <li>Major roads and freeways inhibit access to open space.</li> <li>Future population growth and density will increase pressure on open space</li> </ul>

Source: Frankston City Open Space Strategy – 2016-2036.

Table 4 summarises the open space accessible per capita for 2011, and the projected open space per capita for 2036. It includes open space per capita where regional open space is included, and where regional open space is excluded.<sup>4</sup> This is to allow for easier assessment of open space provision against the open space provision standards that were identified in Table 1.

When regional space is excluded, Frankston, Frankston MAC and Seaford are all at risk of open space shortages by 2036 if the open space standard of 26.4 square metres per capita for Victorian growth areas is used as a benchmark. Sandhurst is an unusual example, as substantial amounts of open space are provided within golf courses that are accessible to residents within the Comprehensive Development Zone. The low rates of open space provision in Sandhurst listed in Table 4 therefore does not reflect the access residents of Sandhurst have to open space. (See Figure 4)

Table 4 also indicates that the area that will experience the greatest reduction in open space per capita between 2011 and 2036 will be the Frankston Metropolitan Activity Centre.

TABLE 4: OPEN SPACE PER CAPITA

Open Space Catchment	Square metres per person 2011 (incl regional)	Square metres per person 2011 (excl regional)	Square metres per person 2036 (incl regional)	Square metres per person 2036 (excl regional)
Carrum Downs	83	33	64	26
Frankston	41	23	37	21
Frankston North	180	44	165	40
Frankston South	116	66	106	61
Langwarrin and Langwarrin South	158	58	134	50
Sandhurst	3	3	2	2
Seaford	213	28	181	24
Skye	39	39	34	34
Frankston MAC	95	26	57	16
<b>Total</b>	<b>107</b>	<b>39</b>	<b>91</b>	<b>33</b>

Source: ID forecasts, VPA open space data, 2016

Nb. The quantum of open space identified for this calculation excludes land that has restricted access to the public such as golf courses (with the exception Sandhurst) and land that is explicitly managed for nature conservation purposes, such as flora and fauna reserves.

<sup>4</sup> The quantity of open space accessible is derived from VPA open space data (rather than figures in the Council open space strategy). The figures may vary slightly from council's documented open space based on suburb boundaries and extent of open space included.

### 3.4 Key findings

Frankston City has significant areas of public open space, particularly large tracts of regional passive open space. There are also significant areas of local and district open space. However, all categories of open space - local, district and regional - are not distributed evenly across the municipality. As a result, there is high variability in residents' access to primary open space. For example, in Sandhurst no primary public open space exists: the main form of open space is golf courses, which has restricted access to residents. In other areas, diversity of open space is an issue, with many areas experiencing an under supply of active open spaces for sport.

Overall, the provision, distribution and access to open spaces do not always meet the local needs of Frankston residents. There is anticipated to be increased stress on existing open space, and under provision of different types of open space, as the population increases and areas of the municipality (particularly the MAC) densify.

The Frankston MAC is projected to experience the greatest rate of growth in the municipality. It is also projected to experience a significant decline in access to open space by 2036, unless significant investment in open space occurs.

## 4. DEVELOPMENT TRENDS

This chapter discusses the recent trends in development in Frankston. It analyses the size of recent housing projects and their density, using Housing and Development Data (HDD) provided by the State Government. The chapter then analyses projected population growth across the City. This provides a basis for assessing whether change in Frankston City Council is incremental or substantial. As noted, this informs the selection of an appropriate frame for the open space development contributions rates.

### 4.1 Housing Developments Trends 2005-2014

Table 5 shows the existing housing trends within Frankston. Between 2005 and 2014, most dwelling growth has been concentrated in Carrum Downs, Skye, Langwarrin, and Seaford. However, growth over this period has been incremental, with no suburb accommodating more than 26 per cent of the growth.

The Frankston Metropolitan Activity Centre (MAC), is identified in Plan Melbourne as a Metropolitan Activity Centre within the southern subregion of Melbourne. It serves as the Central Activities Area for Frankston City, the Mornington Peninsula and the nearby south-east growth corridor. The number of new dwellings in the MAC between 2005-2014 was low in comparison the rest of the municipality, however substantial population growth and increased urban density is expected to be concentrated around the MAC in the future.

TABLE 5: HOUSING DEVELOPMENTS BY SUBURB 2005-2014

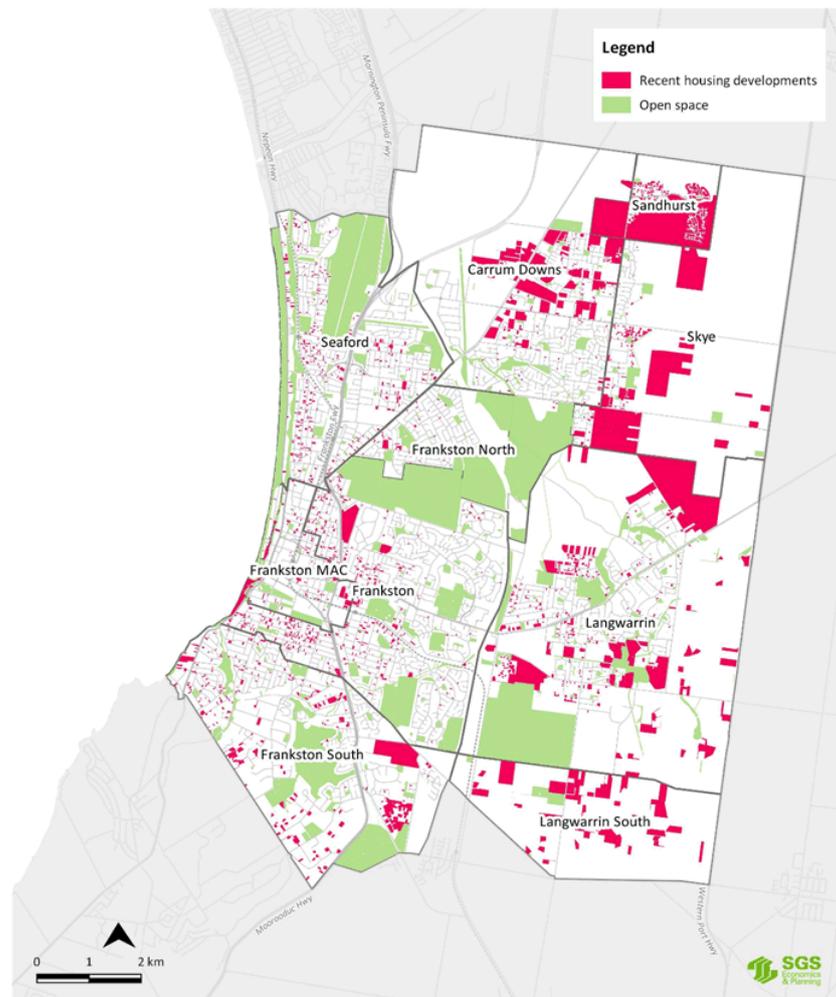
Open Space Catchment	No. of projects	% of projects	No. of additional dwellings	% all new additional dwellings
Carrum Downs	241	10%	1836	24%
Frankston	392	16%	751	10%
Frankston North	32	1%	39	1%
Frankston South	287	11%	457	6%
Langwarrin	378	15%	1398	18%
Langwarrin South	52	2%	67	1%
Sandhurst	552	22%	1519	20%
Seaford	324	13%	554	7%
Skye	186	7%	973	13%
Frankston MAC	54	2%	169	2%
<b>Total</b>	<b>2498</b>	<b>100%</b>	<b>7763</b>	<b>100%</b>

Source: HDD Data, Department of Land, Environment, Water and Planning, 2014

Note: Projects that were under construction in 2014 and resulting in a net loss of dwellings at the time of data collection have been excluded from the table.

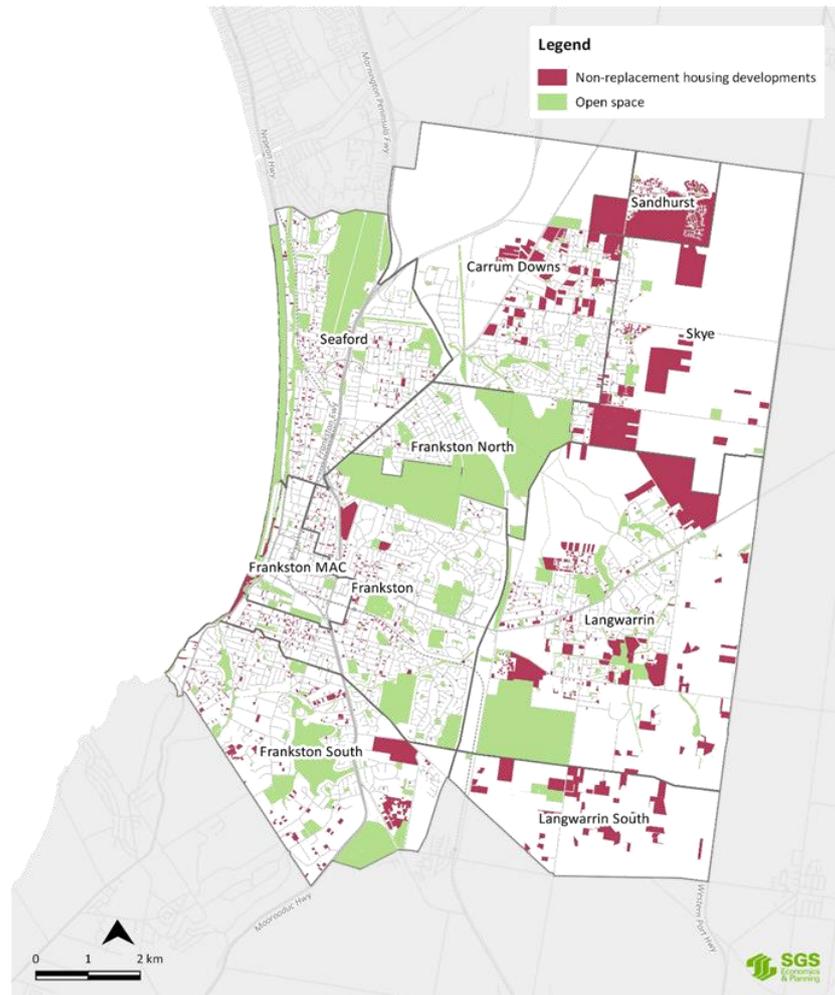
Figure 5 shows the distribution of housing developments across the municipality between 2005 and 2014. It indicates a higher concentration of smaller projects closer to the coast, and larger developments occur in the eastern low density suburbs of Skye, Langwarrin and Langwarrin South. This includes replacement (knockdown/rebuild) projects.

FIGURE 5: NEW HOUSING DEVELOPMENTS (2005-2014)



Source: HDD Data, Department of Land, Environment, Water and Planning, 2014

FIGURE 6: NON-REPLACEMENT NEW HOUSING DEVELOPMENTS (2005-2014)



Source: HDD data, 2014

Figure 6 illustrates the distribution of housing developments when replacement housing projects are excluded. Replacement housing projects are projects in which there is no net increase in the number of dwellings, and are also referred to as 'knockdown/rebuild' projects. It shows a similar distribution of development projects when replacement projects are excluded, with the exception of Frankston where far fewer projects are found.

Table 6 illustrates the density of housing developments constructed across the 2005 -2014 period. 80 per cent of dwellings in new developments have a low site density of less than 30 dwellings per hectare. Almost 1000 dwellings (12 per cent) were built with an extremely low site density: less than 5 dwellings per hectare, which translates to individual lot sizes greater than 2,000 square metres. Two per cent of dwellings in new developments have a high site density that is greater than 100 dwellings per hectare.

This indicates the complexity of planning for open space in Frankston. There is a mix of extremely low density, semi-rural type developments, ranging up to moderately high density developments. It is anticipated that the Frankston MAC will experience increasing densities in new housing developments.

TABLE 6: HOUSING DEVELOPMENTS BY DENSITY

Density (dph*)	% of projects	% of dwellings
0-5 dph	8%	12%
5-15dph	24%	31%
15-30dph	48%	36%
30-50dph	18%	16%
50-100dph	1%	2%
100-200dph	0%	2%
200 plus dph	0%	0%

Source: HDD Data, Department of Land, Environment, Water and Planning, 2014  
 \*dph: Dwellings per hectare

Under the existing planning scheme, subdivisions where there are less than three dwellings are exempt from paying an open space contribution. Table 7 shows the distribution of completed housing development projects by size. Eighty two percent of all projects between 2005 and 2014 were replacement housing, single dwelling or duplex developments, and accounted for 25 percent of dwellings constructed (Replacement housing projects are projects in which there is no net increase in the number of dwellings, and are also referred to as 'knockdown/rebuild' projects). Fifty one percent of dwellings were constructed in large new developments with more than 20 dwellings. These large developments accounted for only 2 per cent of the total number of projects and they each had an average of 64 dwellings. This indicates a small number of substantial developments make a significant contribution to the number of new dwellings in Frankston.

TABLE 7: HOUSING DEVELOPMENTS BY PROJECT SIZE

Density	No. of construction projects	% of construction projects	No. of dwellings	% of dwellings
Replacement	139	6%	0	0%
Single dwelling	1701	68%	1701	22%
2 dwellings (duplex)	198	8%	244	3%
3 to 9 dwellings	351	14%	1231	16%
10 to 19 dwellings	43	2%	572	7%
20 plus dwellings	66	3%	4015	52%
<b>Total</b>	<b>2498</b>	<b>100%</b>	<b>7763</b>	<b>100%</b>

Source: HDD data, 2014

The eight largest development projects, all over 100 dwellings in size, are broad hectare developments, located in the outer, north-eastern suburbs of Frankston – Carrum Downs, Sandhurst, Skye and Langwarrin. The two largest projects, consisting of 500 and 435 dwellings, are located in Sandhurst in the comprehensive development zone.

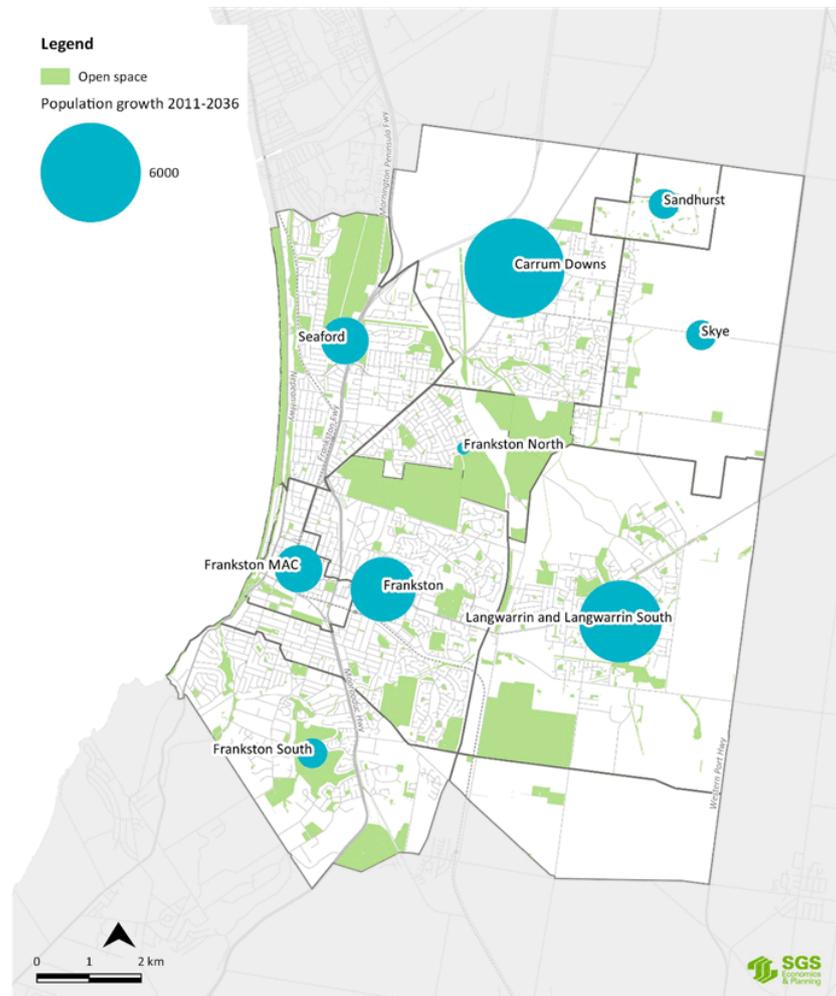
Overall in Frankston City, 65% of new dwellings have been built on broad hectare housing estates on formerly non-urban land; 29% are infill in existing residential zones; 2% are outside the urban growth boundary; and only 4% through urban renewal, which includes new housing in the Frankston Activity Centre and the redevelopment of commercial or industrial land for housing.

## 4.2 Population growth

The population in Frankston is expected to grow by approximately 23,000 people between 2011 and 2036. Despite relatively incremental growth between 2005 and 2014, future growth is anticipated to be increasingly concentrated in areas within Frankston where there is Activity Centre Zoning.

Figure 7 illustrates population growth projections by suburb or Activity Centre area. It shows that population growth is highest within the Frankston MAC Activity Centre. There is also strong population growth forecast for Carrum Downs and Seaford.

FIGURE 7: PROJECTED POPULATION GROWTH (2016-2036)



Source: SGS Economics and Planning, Frankston City Council data

Table 8 shows the projected growth in population between 2011 and 2036. It distinguishes between population growth within substantial change areas (Activity Centre, shaded green) and incremental change areas (outside of activity centres).

TABLE 8: POPULATION GROWTH PROJECTIONS BY AREA

Area	Population 2011	Population 2036	% change
Carrum Downs	19,682	25,576	30%
Frankston Central	6,600	7,999	21%
Frankston Heights	12,578	14,253	13%
Frankston North	5,795	6,301	9%
Frankston South	18,260	19,903	9%
Karingal	13,651	14,222	4%
Langwarrin and Langwarrin South	23,163	27,234	18%
Sandhurst	3,126	4,600	47%
Seaford	16,574	19,457	17%
Skye	7,624	8,738	15%
Frankston MAC	3,296	5,507	67%
<b>Total Frankston City</b>	<b>130,349</b>	<b>153,790</b>	<b>18%</b>

Source: Projections available from I.D

Table 9 outlines the projected increase in dwellings across both incremental change and substantial change areas between 2011 and 2036. Both Table 8 and Table 9 reveal the transformative change that is projected to occur in the Frankston MAC.

The Frankston MAC is projected to have an 80% increase in dwellings. Incremental change areas are expected to have far lower growth, with an average increase in the number of dwellings of approximately 20 percent across the remainder of the Municipality excluding the MAC.

TABLE 9: DWELLING GROWTH PROJECTIONS BY AREA

Open Space Catchment	Dwellings 2011	Dwellings 2036	% change
Carrum Downs	7,528	10,284	37%
Frankston Central	3,314	3,679	21%
Frankston Heights	5,324	6,102	15%
Frankston North	2,495	2,734	10%
Frankston South	7,141	8,066	13%
Karingal	5,822	6,135	5%
Langwarrin and Langwarrin South	8,562	10,699	25%
Sandhurst	1,189	1,853	56%
Seaford	7,675	9,129	19%
Skye	2,683	3,444	28%
Frankston MAC	2,000	3,600*	80%
<b>Total Frankston City</b>	<b>53,733</b>	<b>65,725</b>	<b>22%</b>

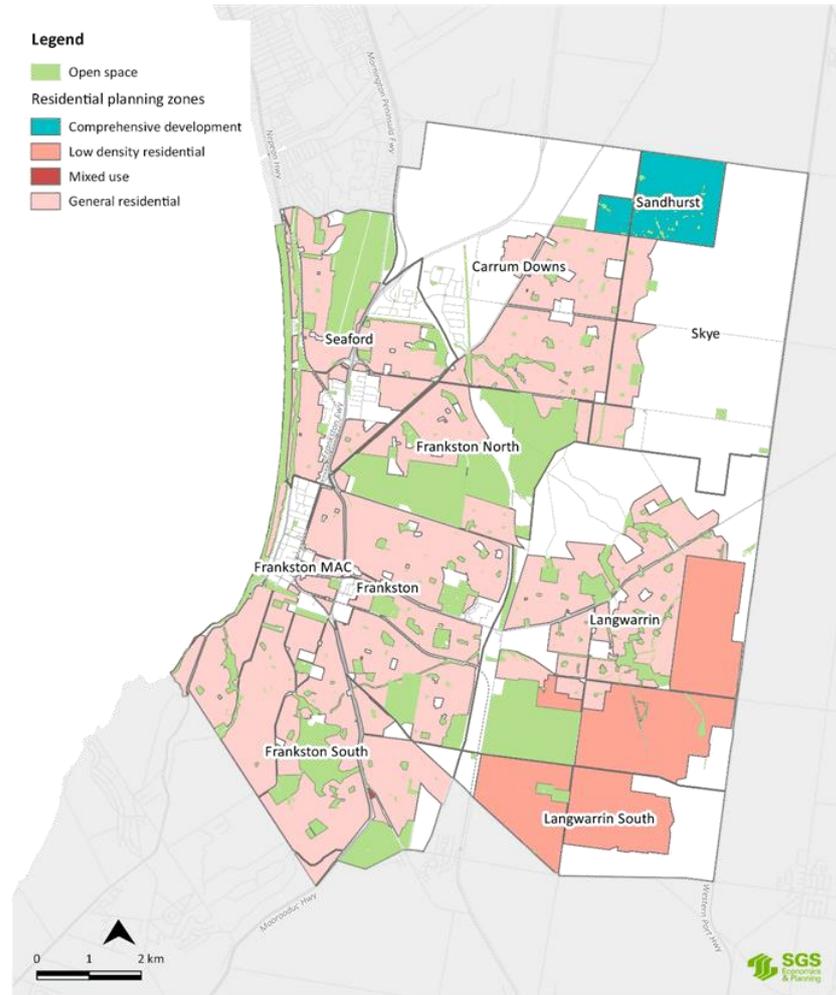
Source: ID forecasts: Council provided data

\*Uses the upper bound for 2031 from the estimated dwellings from the MAC Structure Plan.

### 4.3 Residential zones

Figure 8 shows the distribution of residential zones across Frankston City. There are over 6,377 hectares of residentially zoned land in Frankston City.

FIGURE 8: RESIDENTIAL PLANNING ZONES



Source: SGS Economics and Planning, 2017

Table 10 shows the amount of land which is found within each planning zone in Frankston City. There are over 1,200 hectares of low density residential zoned land, located in the east of the municipality in Langwarrin and Langwarrin South. 4,800 hectares are zoned General Residential, located throughout the municipality. There are very small pockets of mixed use zoning in Frankston South (1.3 hectares) and Langwarrin (0.08 hectares)

There is also a comprehensive development zone. This zone is located on the northern edge of the municipality in Sandhurst, created in 1996 to provide for an integrated golf course and residential development.

TABLE 10: AREA OF RESIDENTIAL PLANNING ZONES

<b>Planning zone</b>	<b>Area (ha)</b>
ACZ1: Activity Centre Zone	Nil
R1Z: General Residential Zone	4,800
GRZ1: General Residential Zone (1)	0.18
GRZ2: General Residential Zone (2)	0.23
GRZ3: General Residential Zone (3)	Nil
GRZ4: General Residential Zone (4)	0.29
LDRZ: Low Density Residential Zone	1,261
MUZ: Mixed Use Zone	1.4
NRZ1: Neighbourhood Residential Zone (1)	Nil
RGZ1: Residential Growth Zone (1)	Nil
RGZ2: Residential Growth Zone (2)	Nil
CDZ1: Comprehensive Development Zone (1)	314
<b>Total</b>	<b>6,377</b>

Source: DELWP Planning Zones, 2017

#### 4.4 Intensity of expected urban change across Frankston City

Between 2005 and 2014, housing development projects largely consisted of replacement housing and single dwellings. These development types comprised more than 74 per cent of new dwellings. Between 2005 and 2014, new dwellings were mainly being constructed across Carrum Downs, Skye, Langwarrin, and Seaford, with limited variation between areas irrespective of whether the planning controls encouraged substantial, or moderate change. If this trend was to continue, change in Frankston City would be incremental and not particularly concentrated in certain areas.

Population and dwelling forecasts for 2011 to 2036 however suggest that the nature of development will fundamentally shift and the City will undergo major change. Growth is anticipated to be particularly concentrated in areas where planning controls promote substantial change, that is in the Frankston Metropolitan Activity Centre. There will also be distributed growth in broad hectare housing estates in Carrum Downs and Sandhurst.

The Frankston MAC is expected to see up to an 80 per cent increase in the number of dwellings between 2011 and 2036. This area is identified as experiencing transformative change, as it is undergoing a fundamental shift in land use towards medium and high density housing.

In contrast, other areas of the municipality are undergoing incremental change and are projected to grow by no more than 30 per cent. While Carrum Downs is expected to grow significantly, the nature of the growth does not constitute a fundamental change or intensification of land use. Sandhurst is also anticipated to experience moderate growth (over 50 per cent). Here, there will be significant provision of private open space through the development.

In areas experiencing transformative change a standards driven approach to setting development contributions for open space is likely to be justified. In other parts of the City, that are anticipated to have a more moderate or incremental level of change, a customised inclusionary provisions approach based on Council's already committed acquisition and works program would be more appropriate.

## 5. APPROACH TO CONTRIBUTION RATES

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This chapter discusses the proposed application of an inclusionary requirements approach to modelling open space contribution rates. It discusses the two tier nature of change occurring in Frankston City Council – incremental change within suburbs, and transformative change within the Frankston Metropolitan Activity Centre (FMAC). It illustrates the method that is applied to calculating open space contribution rates in each of these circumstances.

### 5.1 Incremental versus transformative change

The level and distribution of population growth across Frankston City Council indicates that there are certain areas that will experience transformative change, rather than incremental change. The level of population growth projected in Frankston activity centre (reflected in percentage population growth and number of new dwellings per year) indicates that it is undergoing transformative change.

Areas outside of the FMAC are experiencing less growth when percentage of population growth and number of new dwellings per year are considered. In these areas, change can be viewed as incremental.

In the Frankston MAC, a standards driven inclusionary requirements approach based on preferred planning standards is likely to be justified. In this report, the standard of 10 square metres per capita is used for conservatism and to recognise the difficulties of retrofitting existing urban development with an ideal quantum of open space. Moreover, a safety net benchmark provision rate of 10 square metres per capita has been used in several other built up municipalities, including Kingston and Manningham, for open space planning purposes.

An alternative approach is to apply a customised inclusionary approach. Instead of relying on a pre-set standard, this approach draws on council planning for new open space projects and upgrades, and recognises that this planning is based on need in areas experiencing relatively strong population growth. This approach is more relevant in areas undergoing incremental change, i.e. those areas outside the FMAC.

A standards-driven inclusionary approach to calculating open space contribution rates applies a single contribution rate across the Frankston MAC, while a customised inclusionary approach would apply a second single contribution rate across all areas outside of the Frankston MAC.

Frankston City Council provided detailed costings of its proposed open space projects. It also provided detailed land values for all open space planning areas and the FMAC for 2016. In addition to the ID population forecasts, these costings provided the basis for SGS' independent analysis of open space contribution rates using the customised inclusionary model. It also provided the basis for an assessment of the suitability and appropriateness of proposed open space contribution rates.

## 5.2 Application of a standards-based inclusionary requirements approach in the FMAC

The transformative nature of development identified in the Frankston MAC warrants a standards-driven approach. Typical redevelopment densities in the major activity centre will be around 125 dwellings per hectare. At an occupancy rate of 1.5 this translates to 188 people per hectare. Using an absolute minimum open space provision standard of 10 m<sup>2</sup> per capita this density of development would require 1,880 m<sup>2</sup> of open space per hectare, or more than 18 per cent of developable land.

Notwithstanding that 18 per cent would be justified on a pure standards approach at 10 m<sup>2</sup> capita, SGS recommends a fixed standard contribution rate of 8 per cent. This is the equivalent of 4.4 m<sup>2</sup> per capita at the nominated density of development.

Our rationale for proposing this conservatively low figure is twofold:

- 8% per cent is at the upper bound of contributions practice in Melbourne, and
- It is recognised that levying at the rate of 18 per cent of land area or value could create significant constraints on development where land is already zoned for higher density housing. This could undermine urban development policy which seeks to concentrate higher density development within the FMAC.

A flat 8 per cent contribution rate across the Frankston Activity Centre would provide council with the flexibility to proactively respond to land purchasing opportunities as they arise. It allows council to deliver projects that are planned for the activity centre and to respond to the pace at which development occurs in the activity centre.

The feasibility and appropriateness of a standard 8 per cent contribution rate can be evaluated against projects that the council currently has planned for the Frankston MAC. Council-provided data on land values, dwelling forecasts and planned open space projects provide the basis for this. This allows for estimation of the funds that will be collected under a standards-based approach in the FMAC and how this funding stream might align with the open space planning currently in place for these centres.

As outlined in Clause 52.01, only non-exempt dwellings will be subject to payment of an open space contribution rate. Non-exempt dwellings are where there are 3 or more dwellings included in the development.

## 5.3 Application of a customised inclusionary requirements approach outside the FMAC

The application of a fixed rate across Frankston City Council in areas outside of the Frankston MAC also has distinct benefits. Clause 52.01 is intended to be a straight forward development levy to assist councils in recovering open space costs, and is not strictly a user pays levy. A fixed rate in non-activity centre areas provides Council with the capacity to invest in open space upgrades and land purchases in areas where it is most required. This would allow council to better address the existing variation and inequity in current levels of access to open space. It provides Council with greater flexibility in responding to open space needs (including open space shortages) across the municipality.

Our method for calculating this fixed, customised inclusionary provision rate outside of the FMAC is explained in the following paragraphs.

In the model developed to calculate open space contribution rates, new open space projects are linked to individual catchments within Frankston City Council. Catchments include the FMAC and suburbs. Figure 1 includes a map showing the geographies of the FMAC and of suburb boundaries within the catchment.

Some open space projects are associated with all catchments if they are anticipated to be of regional significance. For example, any upgrade to a regional level park, or major trail is

considered to be of use to all dwellings in the catchment. The cost is therefore distributed across all catchments in Frankston City Council, including the Frankston MAC. Other projects are only associated with one catchment, which might be the activity centre or a suburb. For example, the cost of land purchases for a local level park will only be distributed across new non-exempt dwellings within the local catchment it is located within, while the costs of implementing a regional bike path will be distributed across the municipality.

Appendix 1 identifies the steps involved in calculating open space contribution rates.

## 6. ACTIVITY CENTRE CONTRIBUTION RATE REVIEW

This chapter presents the results of modelling for open space contribution rates for development within the FMAC, based on the method described in Chapter 5. It describes the cost recovery under three different open space contribution rates and recommends a suitable contribution rate.

### 6.1 Cost recovery using different fixed contribution rates

Table 11 tests the cost recovery that would result from two different fixed open space contribution rates. It tests the impact of a standard 5 per cent contribution rate applied to all non-exempt dwellings within the FMAC. It then examines the scenario where an 8 per cent contribution rate is applied within the FMAC.

There are currently almost \$18 million of open space projects which will be used by residents within the FMAC. This figure includes upgrades and new open spaces within the FMAC, as well as a share of the cost of upgrades to regional parks and trails which is distributed across the municipality.

A provision rate of 10 square metres per capita would result in a cost recovery of over \$30 million. This far exceeds the current planning for open space projects in Frankston City Council. A contribution rate of 8 per cent would collect approximately 68 per cent of proposed total open space costs. A 5 per cent contribution rate would only recover approximately half the costs of planned open space projects.

TABLE 11: DWELLING GROWTH PROJECTIONS BY AREA

Open Space Catchment	Total open space costs**	Non-exempt dwellings*	5 % contribution rate	8 % contribution rate	10 square metres/capita
Frankston MAC	\$19,542,000	1,348*	\$8,329,400 (43%)	\$13,327,000 (68%)	\$30,238,500 (155%)

Source: SGS Economics and Planning, 2018

### 6.2 Key findings

An 8 per cent contribution rate, derived from a standards based inclusionary requirements approach, is an appropriate model for council to recover the costs of proposed open space projects in the Frankston MAC.

In contrast, the application of a 5 per cent contribution rate would be an inadequate mechanism within the Frankston MAC, as it would only provide funding for approximately 50 per cent of projects already planned by Council, and would restrict Council's capacity to proactively respond to land purchasing opportunities that arise in the future.

An 8 per cent contribution rate across the Frankston MAC is a practical response to the levels of population growth occurring, and is consistent with Council's internal planning for open space provision.

## 7. AREAS OUTSIDE OF THE FRANKSTON MAC

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This chapter presents the results of modelling for open space contribution rates for development in areas outside of the Frankston MAC, based on the methods described in Chapter 5.

### 7.1 Assumptions

Based on housing developments that occurred between 2005 and 2014, a number of assumptions were used as a basis for estimating open space contribution rates. This included estimated average land area of non-exempt dwellings, and the proportion of all dwellings developed that were non-exempt.

Average Land area/non-exempt dwelling outside of activity centre: **426 square metres<sup>5</sup>**

Proportion of new dwellings that are non-exempt outside of the Frankston MAC: **74%**

The **total open space costs** were provided by Frankston City Council and are summarised in Appendix 2.

The method used for identifying open space contribution rates is detailed in Appendix 1.

### 7.2 Variable open space contribution rates

Table 12 lists the open space contribution rates that would be required to fully fund planned open space projects in areas outside of the FMAC, as well as the overall average contribution that would be required.

The average contribution rate outside of the Frankston MAC is **5.1** per cent. Table 12 demonstrates the high levels of variation in open space contribution rates required across the municipality ranging from a contribution rate of 2 per cent in Sandhurst and up to 29 per cent in Frankston North. This high contribution rate is largely a consequence of the extremely low rate of growth forecast there. The high variation in open space contribution rates is partially due to existing shortfalls in open space per capita being addressed in areas with limited population growth.

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<sup>5</sup> In estimating average land area per dwelling, a number of broad hectare housing estates were excluded, as they only provided gross land area rather than net site area.

TABLE 12: OPEN SPACE CONTRIBUTION RATES BY SUBURB

Suburb	Total open space costs**	Non-exempt dwellings*	Open Space costs/dwelling	Average land value/dwelling	Open Space Contribution rate
Carrum Downs	\$25,414,000	2,039	\$12,466	\$241,265	5%
Frankston	\$9,845,000	1,077	\$9,140	\$362,367	3%
Frankston North	\$8,056,000	177	\$45,568	\$158,403	29%
Frankston South	\$17,916,000	684	\$26,183	\$332,220	8%
Langwarrin and Langwarrin South	\$15,223,000	1,581	\$9,630	\$216,931	4%
Sandhurst	\$3,348,000	491	\$6,817	\$280,580	2%
Seaford	\$19,561,000	1,076	\$18,187	\$233,608	8%
Skye	\$8,336,000	563	\$14,807	\$395,540	4%
<b>Total Frankston City (outside of Frankston MAC)</b>	<b>\$107,699,000</b>	<b>7,687</b>	<b>\$14,010</b>	<b>\$274,734</b>	<b>5.1%</b>

Source: SGS Economics and Planning, 2018

TABLE 13: COST DISTRIBUTION WITH FIXED OPEN SPACE CONTRIBUTION RATES

Suburb	Total open space costs**	Non-exempt dwellings*	5% contribution rate
Carrum Downs	\$25,414,000	2,039	\$24,593,331
Frankston	\$9,845,000	1,077	\$19,514,358
Frankston North	\$8,056,000	177	\$1,400,252
Frankston South	\$17,916,000	684	\$11,366,105
Langwarrin and Langwarrin South	\$15,223,000	1,581	\$17,146,296
Sandhurst	\$3,348,000	491	\$6,890,798
Seaford	\$19,561,000	1,076	\$12,563,110
Skye	\$8,336,000	563	\$11,133,174
<b>Total Frankston City (outside of Frankston MAC)</b>	<b>\$107,699,000</b>	<b>7,687</b>	<b>\$104,607,000</b>

Source: SGS Economics and Planning, 2018

### 7.3 Fixed open space contribution rates

Table 13 tests the cost recovery that would result from a fixed 5 per cent open space contribution rate applied to all non-exempt dwellings constructed outside of the FMAC. When a standard contribution rate of 5 per cent is applied outside of the FMAC, the total amount of costs recovered is approximately 97 per cent of the total open space costs.

It highlights that cost recovery would be distributed across all suburbs, while planned open space projects are concentrated in particular areas. Broadly, the areas where open space projects are planned are also the areas identified in the open space strategy as having a shortage of open space.

## 7.4 Consideration of large lot subdivision

For the purposes of this analysis, a number of large subdivisions were removed as it was not possible to estimate the net site area per dwelling. Therefore, they are not reflected in the average land value per dwelling calculations listed in Table 12.

However it is recognised that there are a significant number of large lot developments occurring, particularly in Frankston South and Langwarrin. A 5 per cent contribution of subdivided lots greater than 1,000 square metres where there is only one dwelling would be excessively onerous. For example, a 5 per cent contribution on a 2,000 square metre block in Langwarrin based on current land values would cost up to \$50,000.

Therefore, it is reasonable to entertain applying a lower open space contribution rate of 2 per cent for dwellings that have a land area greater than 1,000 square metres.

## 7.5 Key findings

Conceivably, the open space contribution rates under Clause 52.01 could be varied due to the considerable variation in nominated contribution rates. Table 12 lists how variable these would be based on a full cost recovery approach. However, this would introduce considerable complexity and the potential of unachievable contribution rates in some areas.

Table 13 highlights the cost recovery at a standard rate of 5 per cent, which would allow for significant cost recovery (97 per cent). Given the highly variable access to open space, a standard 5 per cent is an equitable approach, as it allows Council to target open space spending in the areas that have the greatest need. For these reasons a fixed open space contribution rate of 5 per cent is most suitable for developments located outside of the Frankston MAC.

For dwellings where the land area is greater than 1,000 square metres after subdivision, a lower open space contribution rate of 2 per cent is recommended.

This is premised on a customised inclusionary requirements approach but recognises the need for administrative simplicity, perceived fairness and the fact that contributions under Clause 52.01 effectively treat the whole municipality as single community in terms of open space provision.

## 8. CLOSING REMARKS

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Frankston City Council has highly varied access to open space. Some areas, including Frankston, the Frankston MAC and Seaford are all at risk of being undersupplied with open space by 2036. Further, all categories of open space – local, district and regional – are not evenly distributed across the municipality. Overall, the provision, distribution and access to open spaces do not always meet the local needs of Frankston residents. There is anticipated to be increased stress on existing open space, and an under provision of different types of open space, as the population increases and areas of the municipality (particularly the MAC) densify.

The Frankston MAC is projected to experience the greatest rate of growth in the municipality. It is also projected to experience a significant decline in access to open space by 2036, unless significant investment in open space occurs.

A number of open space projects (including both land purchases and embellishments) have been scheduled across the Frankston City Council, and many of these are intended to either address the pre-existing shortfall in public open space provision, or to cater to the increased demands placed on open space placed by a rapidly growing population.

A number of approaches to identifying appropriate open space contribution rates to recover the costs of the proposed open space projects were explored. A two tier approach which prescribes a 5 per cent open space contribution rate outside of the Frankston MAC and an 8 per cent open space contribution rate within the Frankston MAC was identified as the most appropriate. This is in recognition of the transformative nature of development that is occurring in the Frankston MAC, and the associated increased demand for quality new or improved existing open spaces. It is also a particularly conservative contribution rate when compared with the open space requirement of 10 square metres per capita which is frequently an inclusionary requirement for new developments.

## 9. APPENDICES

### 9.1 Appendix 1: Open Space Contribution Rate Calculation method

Analysis Step	Data Source / Method
1. Identify location and cost of proposed open space land purchases and associate with a catchment area	Cost and location of open space embellishments and land purchases identified. Catchments used in analysis are determined by suburb boundaries, and activity centre boundaries
2. Allocate costs of open space to catchment areas	Cost allocation is based on type of open space. Regional public open space upgrade costs are shared across all catchment areas. Local open space costs are shared by the local catchment- the suburb or Activity Centre it is located in. This is based on open space categories within the Open Space Strategy.
3. Calculate number of new dwellings in each open space catchment	forecast dwelling data by suburb and activity centre, 2016-2036
4. Identify number of non – exempt dwellings in each activity centre in 2036	Non-exempt dwellings in HDD dataset 2005-2014 were identified by suburb and Activity Centre. The average percentage of non-exempt dwellings in activity centre was applied to all activity centre catchments to estimate 2016 and 2036 numbers of new non-exempt dwellings. The same method was used for suburb areas outside of activity centres.
5. Distribute open space costs across all non-exempt dwellings	Divide the total open space costs within each suburb and activity centre by the projected number of new non-exempt dwellings in 2036.
6. Calculate average land area per dwelling	Average land area for non-exempt dwellings in HDD dataset 2005-2014 were identified by Activity Centre. The average land area for non-exempt dwellings in activity centres is identified. The same method is used for areas outside of activity centres.
7. Calculate average land cost per dwelling	Average land values by activity centre and suburb were provided by Council. The average land area per dwelling in activity centres was then multiplied by the average land value for each suburb to estimate average land cost per dwelling. Refer to appendix 2.
8. Calculate open space percentage rate	Divide open space cost per dwelling (Step 5) by average land cost per dwelling (Step 7)

## 9.2 Appendix 2: Land Value

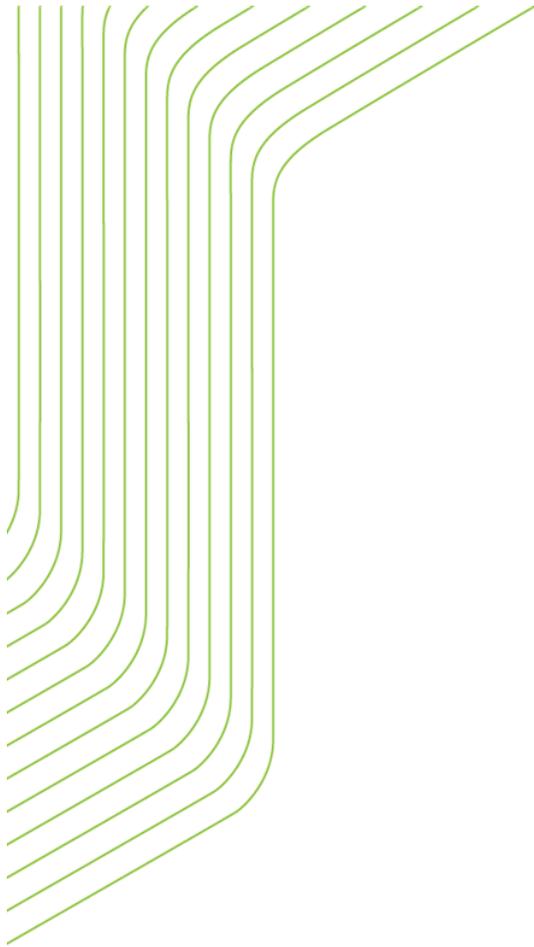
Suburb	Land value per sqm**
Carrum Downs	\$504
Frankston	\$702
Frankston North	\$512
Frankston South	\$791
Langwarrin and Langwarrin South	\$481
Sandhurst	\$769
Seaford	\$813
Skye	\$412
Frankston MAC	\$897

Source: Frankston City Council, 2017

## 9.3 Appendix 3: Open Space improvements by catchment

Suburb	Open Space upgrades	Open Space Acquisitions	Total
Carrum Downs	\$11,516,316		\$11,516,316
Frankston	\$2,502,322		\$2,502,322
Frankston North	\$6,851,000		\$6,851,000
Frankston South	\$13,251,259		\$13,251,259
Langwarrin and Langwarrin South	\$4,446,500		\$4,446,500
Sandhurst	\$0		\$0
Seaford	\$12,228,732		\$12,228,732
Skye	\$3,784,000	\$714,000	\$4,498,000
Frankston MAC	\$350,000	\$10,000,000	\$10,350,000
Frankston City Council (municipal level)	\$61,597,887		\$61,597,887
<b>Total</b>	<b>\$116,528,016</b>	<b>\$10,714,000</b>	<b>\$127,242,016</b>

Source: Frankston City Council, 2017



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**PUBLIC OPEN SPACE CONTRIBUTIONS 2018**

**OFFICER REVIEW OF SUBMISSIONS RECEIVED**

There were 16 submissions/comments received following the initial public exhibition of the Frankston Public Open Space Contribution Rates 2018 report. The following table lists the matters raised by submitters/commenters and provides an officer response.

<b>COMMENT/SUBMISSION 1</b>	
<b>CONTENT</b>	<b>OFFICERS RESPONSE</b>
Will this increase my rates up?	A public open space contribution is a separate charge to developers who propose to subdivide land. The proposed policy will not increase individual property rate payments.
<b>PUBLIC RESPONSES</b>	<b>OFFICERS RESPONSE</b>
1. Its just another dodgy way the inefficient frankston council can bypass the cap on increasing rates. anyone who says the greedy ceo ( earning more than presidents of countries) isnt about to make ratepayers suffer yet again has their head buried in the sand	The provisions of the Subdivision Act 1988 predate the State Government’s “Fair Go Rates” system which enforces a cap on Council rates. All of Victoria’s 79 councils have been operating under rate caps since 1 July 2016. The proposal for increased public open space contribution rates seeks to afford Frankston’s future generations with sufficient public open space and facilities. The proposed policy will not increase individual property rate payments as the contributions are charged to developers who propose to densify Frankston’s urban area.
1. (a) Well said, you beat me to it...Totally agree...	Noted.
2. Seeing as large corporations are making a mint, such as Bunnings, Officeworks and fast food chains: and these corporations have reduced the amount of competition they: most certainly should be made to contribute and not just a lousy 5%. They should also be made to hire more older women,	Council cannot require developers or corporations to ‘hire more older women, more disabled workers and other disadvantaged people’ through the provisions of the Subdivision Act 1988. The provision of trees and parkland within a proposed development is addressed through other forms of legislation such as the Planning

<p>more disabled workers and other disadvantaged people. they should plant trees and parks around their horrific buildings and be made to beautify their surroundings.</p>	<p>and Environment Act 1987. Subject to the location of a proposed subdivision development, a developer will be required to pay either 2, 5 or 8 per cent of the site value of all of the land in the subdivision intended to be used for residential, industrial or commercial purposes. Increasing the top rate of the recommended 8% could have the unintended effect of seriously restricting new development in Frankston's MAC.</p>
<p>3. I'm not entirely sure this blanket levy is the answer. What would happen to properties being sold with plans and permits prior to subdivision? Not liable to pay as not subdividing The Vendor can't surely be liable for the levy if the property hasn't been subdivided yet? No because no pubd Will this need to be declared in their vendor statements? No need for declaration What about retirees that aren't property developers who have been sitting on their 2000sqm property for 20 years awaiting the right time to subdivide and top up their retirement? I'm not sold on the idea 100% but would be interested in ensuring this isn't some council cash grab at the rate payers expense.</p>	<p>Public open space contributions are charged prior to the issue of a Statement of Compliance for a proposed subdivision. Properties being sold with plans and permits prior to subdivision are not liable to pay the contribution as they have not completed the subdivision process. Similarly, the vendor is also not liable for the levy if the property hasn't been subdivided. Public open space contribution levies do not need to be declared in the vendor statements.  Contributions are charged to developers who propose to densify Frankston's urban area through non-exempt subdivision developments. This levy is charged irrespective of the developer's working or financial status.  A public open space contribution is a separate charge to developers who propose to subdivide land. The proposed policy will not increase individual property rate payments.</p>
<p>4. il wouldnt like my rates to go up every they go up and we dont get much for in Langwarrin the place needs clearing up so badly</p>	<p>The proposed policy will not increase individual property rate payments.</p>
<p><b>COMMENT/SUBMISSION 2</b></p>	
<p><b>CONTENT</b></p>	<p><b>OFFICERS RESPONSE</b></p>
<p>Any new subdivision will increase the population density and by</p>	<p>Support is noted.</p>

<p><b>default puts more pressure on the existing public space infrastructure. It makes perfect sense for the developers to be levied in order to contribute to the maintenance, upgrades and improvements of these areas. I would like to understand the rationale behind the referenced percentages and what that represents to the community.</b></p>	
<b>PUBLIC RESPONSES</b>	<b>OFFICERS RESPONSE</b>
<p>1. You make an excellent point. Council cant respond with a rationale - they havent thought it through. They just might ask the developers for an answer. But dont hold your breathe</p>	<p>The rationale behind the proposed contribution rates is attributed to the municipality’s proposed open space projects and their costs, the municipality’s projected population growth to 2036 and current development and subdivision practices throughout metropolitan Melbourne. The purpose of this project is to ensure that Frankston will have sufficient publicly accessible open space and recreational facilities to service future generations.</p>
<p>2. Thanks for the reply, makes sense. For those that don't want to search for the key findings, please see extract below: An 8 per cent contribution rate, derived from a standards based inclusionary requirements approach, is an appropriate model for council to recover the costs of proposed open space projects in the Frankston MAC. In contrast, the application of a 5 per cent contribution rate would be an inadequate mechanism within the Frankston MAC, as it would only provide funding for approximately 50 per cent of projects already planned by Council, and would restrict Council’s capacity to proactively respond to land purchasing opportunities that arise in the future. An 8 per cent contribution rate across the Frankston MAC is a practical response to the levels of population growth occurring, and is consistent with Councils internal planning for open space</p>	<p>Noted.</p>

provision.	
<b>COMMENT/SUBMISSION 3</b>	
<b>CONTENT</b>	<b>OFFICERS RESPONSE</b>
<p><b>Could every development (public/resident/developer) be required to have:</b></p> <ul style="list-style-type: none"> <li>- greater setback from street</li> <li>- off-street parking</li> <li>- larger %'age of vegetation</li> </ul> <p><b>These measures will give the appearance of public open space.</b></p>	<p>Council cannot require developers to provide greater street setbacks, off-street parking or larger percentages of vegetation through the provisions of the Subdivision Act 1988. These concerns are addressed through other forms of legislation such as the Planning and Environment Act 1987. The purpose of this project is to ensure that Frankston will have sufficient publicly accessible open space (not privately owned land) and recreational facilities to service future generations.</p>
<b>PUBLIC RESPONSES</b>	<b>OFFICERS RESPONSE</b>
<p>1. In addition to this, I would like to see a minimum width for all made roads in new estates. Parking has become a huge problem in new developments as to has navigating between the vehicles.</p>	<p>Council cannot require developers to provide greater road widths through the provisions of the Subdivision Act 1988. These concerns are addressed through other forms of legislation.</p>
<p>1. (b) Absolutely agree. And what happened to straight streets, that provide better visibility? (Please vote for our suggestion.) :-)</p>	<p>Noted.</p>
<b>COMMENT/SUBMISSION 4</b>	
<b>CONTENT</b>	<b>OFFICERS RESPONSE</b>
<p><b>This is an excellent proposal. However, I propose that each new the 8% or 5% contribution be applied per dwelling within the sub divided land.</b></p>	<p>In accordance with the Subdivision Act 1988, Council can only require a percentage of all of the land in the subdivision to be made as a public open space contribution. Council cannot require the developer to pay a percentage of all of the dwellings proposed to be included in the subdivision to be made as a public open space contribution.</p>

<b>COMMENT/SUBMISSION 5</b>	
<b>CONTENT</b>	<b>OFFICERS RESPONSE</b>
<p>I suggest to build a museum in the public place to exhibit the A+class art works I collected to share the multicultural art works with the local people and the visitors all around the world. Currently, the Victoria government just has the multicultural infrastructure fund. If we can combine these two things together, Frankston can have a historical opportunity to be one of the art city in Victoria, Australia, even the world.</p> <p>Wish to get the support from Frankston council, citizens in Frankston, Victoria government to make the museum project reality.</p>	<p>Public open space contributions cannot be used for the provision of an art museum as it is not considered to be publicly accessible open space or an embellishment of an existing open space area. Funding received from public open space contributions will be used primarily for the projects identified in council's Open Space Strategy 2016-2036.</p>
<b>COMMENT/SUBMISSION 6</b>	
<b>CONTENT</b>	<b>OFFICERS RESPONSE</b>
<p>I suggest to build a museum in Frankston public place to exhibit the A+class art works I collected to share the multi cultural art works with Frankston citizens, and the visitors around the world. Now Victoria government just has multicultural committee infrastructure fund. If we can grasp these opportunity to make the museum project reality, Frankston will become one of the art city in Victoria, Australia, and around the world. I wish Frankston council, local people can grasp these opportunity, concentrate together for the museum project. Many thanks for your concern.</p>	<p>Public open space contributions cannot be used for the provision of an art museum as it is not considered to be publicly accessible open space or an embellishment of an existing open space. Funding received from public open space contributions will be used primarily for the projects identified in council's Open Space Strategy 2016-2036.</p>
<b>COMMENT/SUBMISSION 7</b>	
<b>CONTENT</b>	<b>OFFICERS RESPONSE</b>
<p>Great idea, long overdue. As developments increase in density the need for more public space is just as important as maintaining existing. If the deal is just financial then need to make sure it is</p>	<p>Support is noted.</p>

used for public space. And get the figures right. The proposal for a levy in lieu of parking didn't cover the cost of building a public parking space! Today's developer is all about the money. They have no public conscience and no desire to leave a legacy for the future so someone needs to make them accountable.

**COMMENT/SUBMISSION 8**

**CONTENT**

Please find our comment back in response to Councils proposed public open space.

I note that the door was opened via VC148 as adopted on the 31/7/18 even though no schedule was proposed. Open space contributions are already applicable under section 18 of the Subdivision Act 1988 for developments of three or more dwellings. I note that in 53.01-1 it still states that two lots are still exempt. If this is the case, and it only applies to the rates, then I would have no issue with the proposed rates (albeit I think the FMAC rate is too high, and may prevent some projects proceeding), as there is no question that open space is required, acquisition of land is a priority and upgrading of existing open space areas is an ongoing issue. My concerns lie in the following queries;

1. If the rates sit outside the Subdivision Act, then while the Council may specify reasonable rates now, what prevents an amendment to increase this to unreasonable levels. If this is not the case, why did the Council then specifically create Clause 53.01?
2. If the above were the case, then all Councils would quickly follow suit. I know this would be met with a very strong

**OFFICERS RESPONSE**

All proposed amendments of the Frankston Planning Scheme are subject to thorough review processes including public exhibition and panel hearings. It is considered that these processes are sufficiently effective to ensure that any proposed contribution rates are not unreasonable within Frankston's context.

1. Council is proposing to introduce a schedule of rates to Clause 53.01 that are responsive to the municipality's proposed open space projects and associated costs; the municipality's projected population growth and current development; and subdivision practices and trends throughout metropolitan Melbourne. There are currently no amounts specified by council in the schedule to Clause 53.01. As such, council currently employs the provisions of the Subdivision Act 1988 to evaluate open space contributions and may require a contribution of up to but not exceeding 5 per cent. Inconsistent contribution rates have made it difficult for Council to plan for open space works. There is not a systematic means of predicting what the open space contribution may be for a particular development or what will be collected in future financial years. This has made open space planning difficult to progress in a strategic manner. The proposed rates strive to afford Frankston's future generations with sufficient public

response from the BDAV, MBAV, HIA for a start.

3. **Would the funds be allocated to ONLY the acquisition and upgrading of facilities as per the open space strategy. If the funds were used for other projects it would be inappropriate. I know this is nominated in the proposal, but is it embedded into the schemes or into law – as I have seen no such document – not to say it does not exist. I am aware of previous funding spent inappropriately against its intended use in the past.**

open space and facilities; assist planning officers in their decision-making; and to provide a strategic approach to Frankston's open space planning.

2. Numerous Victorian councils have introduced a specified schedule of rates to Clause 53.01 in their respective planning schemes, many of which specify rates beyond the provisions of the Subdivision Act 1988. Such councils include Knox, Monash, Brimbank, Kingston, Greater Dandenong, Port Phillip, Stonnington, Glen Eira, Casey and Mornington Peninsula. The rates specified in these schedules cannot be negotiated or challenged at VCAT.
3. Funding received from public open space contributions will be used primarily for projects identified in council's Open Space Strategy 2016-2036. However, contributions may also be used for projects which are not identified in the Open Space Strategy but which are considered to be integral to the improvement of Frankston's public open space network. The Open Space Strategy 2016 – 2036, will become a reference document within the Frankston Planning Scheme through the proposed planning scheme amendment process. Furthermore, in accordance with the Subdivision Act 1988 Section 20(2), Council must use any payment towards public open space it receives to—
- a. buy land for use for public recreation or public resort, as parklands or for similar purposes; or
  - b. improve land already set aside, zoned or reserved (by the Council, the Crown, a planning scheme or otherwise) for use for public recreation or public resort, as parklands or for similar purposes; or
  - c. with the approval of the Minister administering the

Local Government Act 1989, improve land (whether set aside on a plan or not) used for public recreation or public resort, as parklands or for similar purposes.

**Executive Summary****12.16 Establishment of a Process to Attract a New Signature Event to Frankston City**

*Enquiries: (Sam Jackson: Corporate 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 a two staged process to attract an additional Signature Event to the City, comprised of:

Stage 1: Research – municipal event capacity audit and stakeholder engagement

Stage 2: Targeted event attraction negotiations with event organisers

**Recommendation (Director Corporate Development)**

That Council:

1. Endorses the city hosting an additional Signature Event (in addition to The Big Picture Fest, appointed as the city's Signature Event in October 2018);
2. Endorses a strategic process to secure a Signature Event, via a two staged approach:
  - Stage 1: Research – municipal event capacity audit and stakeholder engagement
  - Stage 2: Targeted event attraction negotiations with event organisers
3. Refers \$30,000 at the 2018-2019 Mid-Year Budget Review for consideration for a municipal event capacity audit; and
4. Acknowledges that Signature Event concept and funding model will be presented to Council in May 2019.

**Key Points / Issues**

- At its Ordinary Council meeting on 10 September 2018 Council resolved in relation to a New signature Event for Frankston City:

*That Council:*

1. *Notes the expression of interest process undertaken to secure a Signature Event for Frankston City.*
2. *Notes the four submissions for the Signature Event category failed to demonstrate their ability to achieve the outcomes and objectives sought from a signature event.*
3. *Notes that The Big Picture Fest wasn't a submission within the 2018-2019 Tourism Event Attraction program.*
4. *Endorses The Big Picture Fest as the successful event in the 2018-2019 Tourism Event Attraction Program; Signature Event category.*

**12.16 Establishment of a Process to Attract a New Signature Event to Frankston City****Executive Summary**

5. *Endorses the amendment of the program of disbursement of the Signature Event funding to maximise the existing funding sources, while supporting the ongoing growth and marketability of the event:*
  - a. *Year One (2018-2019) - \$60,000 – to be noted at mid-year budget review*
  - b. *Year Two (2019-2020) - \$70,000 – to be incorporated in the 2019-2020 annual budget process*
  - c. *Year Three (2020-2021) - \$50,000 – to be incorporated in the 2020-2021 annual budget process*
  - d. *Year Four (2021-2022) - \$20,000 – no change.*
6. *Notes that Officers are incorporating current and future street art into arts, culture and heritage tours (including a self-guided online program) to enhance our visitor experience.*
7. *Endorses Officers exploring with regional and state stakeholders the establishment of a street art trail throughout Melbourne / Victoria – incorporating Frankston.*
8. *Notes that this event replaces Sand Sculpting Australia as a signature event, but does not add an additional signature event as per the intent of the original Council Resolution.*
9. *Requires that Officers provide a report to Council to the November meeting that provides:*
  - a. *Evaluation of an event attraction program which targets specific events versus an expression of interest in the event market*
  - b. *Funding required to establish an additional Signature Event from 2019/2020*
10. *A report is to be provided to Council in January 2019 on any future funding commitment from the State Government in relation to The Big Picture Fest Festival. The report is to also consider the proposed location of the street art for the 2019/2020 event.*
11. *Endorses the release of the recommendations of this report with the meeting minutes.*

This report responds to item 9 of this resolution.

- Being on a metropolitan and regional boundary, Frankston City is ideally positioned to host major festivals and events, as a satellite event capital to Melbourne, due to its accessibility, services and location. A Signature Event which can become synonymous with Frankston can influence change in the City, with respect to reputation, destination development, growth of the economy and community pride.
- In September 2018 Council resolved to provide significant funding to the Big Picture Fest and classify it as Frankston City's signature event. However, with the cessation of Sand Sculpting Australia after 11 years on the Frankston Waterfront, Council also resolved that they wanted more information about attracting a new signature event.

**12.16 Establishment of a Process to Attract a New Signature Event to Frankston City****Executive Summary**

- While the process for the Tourism Event Attraction Program works well for smaller events, previous attempts to go to market for a signature event have unsuccessful due to:
  - short timeframes between the announcement of funding and the scheduling of the event
  - Size of the funding pool (too small)
  - Accurate knowledge of the City's capacity to accommodate additional large events
- Council currently doesn't have the information needed to provide strategic recommendations on the funding model and concepts required to establish an additional signature event in the City
- To overcome this Council should undertake a municipal event capacity audit (the Audit), to assess the City's capacity to attract and host events through reviewing event infrastructure, community engagement via local club and association capability, transport linkages, accommodation capacity and our existing events calendar. In addition we need to commence dialogue with regional, state and industry partners to gauge interested an opportunities
- The Audit will provide Council with the necessary information to prepare and inform Council of the city's event capacity and enable Officers to formulate appropriate funding models required to attract a Signature Event, a process which has proved successful for other Council's

**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.

Officers currently do not have enough information to confidently set a funding model required to secure a signature event. The \$80,000 previously allocated to the Sand Sculpting contract, over 10 years ago does not reflect CPI and changes in what has become a competitive event industry.

It is recommended that Council refers the funding of \$30,000 to undertake the Audit to the Mid-Year Budget Review for further consideration. This figure is based upon on indicative costs received from industry

If Council want to conduct this audit internally further budget considerations with respect to reallocation of resources need to be re-considered.

**12.16 Establishment of a Process to Attract a New Signature Event to Frankston City****Executive Summary**

Once the audit is complete, Officers will report back with the future concept and funding model options to secure a Signature Event.

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

Feedback from industry on the previous major and signature event attraction process has been that event organisers have not been able to align with program timeframes, the funding pool is not large enough and organisers were not aware of event infrastructure within the City.

Conversations have been had with Sports Marketing Australia (SMA); an event placement company in relation to securing major events in Frankston City, who noted that many cities in Frankston City's position begin with an Event Capability and Capacity Assessment to best position them within the major event industry.

Research advises that similar programs are being delivered in other regions such as Gold Coast, Townsville and Bendigo.

Endorsement of this report will enable conversations to commence with industry, Government agencies and representatives, industry bodies and associations and private companies about event concepts, required funding and opportunities for Frankston City.

Suitable private venues, businesses and community groups / associations will be approached during the audit process.

**2. Other Stakeholders**

Relevant internal departments of Council will be included in the development of the audit brief, including but not limited to:

- Community Safety (Building) – public buildings
- Community Strengthening (Recreation) – open space, parks, reserves and playgrounds
- Arts and Culture – Frankston Arts Centre, Community Events and Council Events
- Community Relations (Customer Relations) – hall bookings

Data as a result of the audit will be distributed and used across the organisation.

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

With Sand Sculpting being replaced by Big Picture Fest as the City's Signature Event, Council has an opportunity to attract a second signature event to support year-round visitation and activation.

A well planned and governed process will provide the best chance for Frankston City to attract a signature event making the best use of our resources, industry connections, infrastructure and funding.

Not only will this process ensure Council results with a fit for purpose event that complements our City's offering, but will open the stage to event scouts who can find event information online at their convenience, demonstrating that Frankston City is 'event ready' and has a commitment to providing professional service with proven capacity to host state, national and international events.

The calibre of event Council is seeking will significantly improve the economic prosperity of the city by widening our media reach, increasing visitation, enhancing our reputation by providing new experiences and engaging with locals.

**12.16 Establishment of a Process to Attract a New Signature Event to Frankston City**  
**Executive Summary**

An additional Signature Event will result in more jobs, increased spending, improved liveability ultimately adding to our tourism offering to further develop Frankston city as a destination, as per the Frankston City Council Plan 2017-2021.

Council's existing Tourism Event Attraction Program (The Program) continues to be a great avenue to source and retain major events, averaging five events with collective audiences of 80,000 per year costing an estimated \$0.49 per head, and bringing an estimated \$5 million economic benefit to the city.

**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 involved in the preparation of this report.

Policy Impacts

There is no policy impacts involved in the preparation of 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**

A municipal event capacity audit will address issues identified following Councils previous two attempts when attracting a signature event via public grants process, which included;

- Lack current understanding of our event infrastructure including indoor and outdoor spaces, accommodation providers and transport linkages both internally and by industry
- Lack of quality submissions due to inexperienced event organisers applying
- Duplicate event concepts submissions, both for the city and within pool of submissions
- Lack of established events
- Events that don't have integrity, capacity and longevity
- Lack of concepts that can transform Frankston City into a destination
- A program with short time frames
- A program with no synergies to the City's event needs
- No strategic alignment with the wider Mornington Peninsula Tourism Region and Council's Destination Development Plan

To mitigate any risk of duplication and to safe guard Council's current major event calendar (including Council run events, community and commercial run events and events within the Tourism Event Attraction Program) the audit will include a review of existing events, to ensure no clashes with dates and concepts within the region.

In addition, the review will look at transport linkages, accommodation capacity, event infrastructure and local club and association capacity, to ensure any concept received meets Council's objectives, support the local community, liveability within the city and can be executed on a solid foundation.

**12.16 Establishment of a Process to Attract a New Signature Event to Frankston City**  
**Executive Summary**

There is a chance that with this longer term approach the event identification and negotiation phase may draw out considerably. Current timeframe estimates can support a 2019-2020 event, however depending on the scale of its establishment and/or where it is being rehomed from, this may extend to 2020-2021.

**Conclusion**

An additional signature event can influence change in Frankston City, with respect to reputation, destination development, growth of the economy and community pride.

Without luck, on few occasions the Council has tried to attract a Signature Event, which is why a new approach has been presented.

Council needs to benchmark potential event funding models and concepts against industry, as the current program was formulated 10+ years ago with the inception of Sand Sculpting contract.

Without a municipal event capability audit Council are unable to truly understand the capability of our city to attract and host Signature Events, nor is Council currently equipped with intel about required funding models and potential event concepts.

In preparation of the requested concept and funding models, it's recommended that Council allocated \$30,000 in the 2018-2019 budget to conduct a municipal event capacity audit.

This is an innovative, modern, well designed and planned approach to attract events to cities and regions that would otherwise be overlooked.

Results from research and a musical event capacity audit will prep Council with current information, ready for conversation with stallholders and will become the basis of the May 2019 report, detailing appropriate Signature Event funding models and concepts

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**ATTACHMENTS**

Attachment A: [↓](#) Port Phillip City Council Event Information for Public Consumption

**12.16 Establishment of a Process to Attract a New Signature Event to Frankston City  
Officers' Assessment****Background**

Frankston City has a growing reputation for hosting a year-round calendar of major events and festivals of national and international standard. Due to its accessibility from Melbourne and the surrounding south-eastern suburbs, Frankston City is also ideally located to host conferences and business events.

Events create opportunities for the community, visitors and businesses to connect and celebrate; improving liveability, social relationships, enhancing our reputation and community pride. Every event contributes to the economy and prosperity of the city, resulting in direct and indirect employment opportunities by attracting visitors year-round, boosting repeat visitation and encouraging visitors to explore different parts of our region, effectively developing our city as a destination of choice.

Since the inception of the annual Tourism Event Attraction Program (The Program) in 2016, the City is now home to five new externally run events with a collective average attendance of 80,000 per year. These events are assessed against tourism, economic and community development. The purpose of The Program is to attract, grow and retain events within the City using a seed funding model. The Program continues to be a great avenue to source and retain events, costing Council an estimated \$0.49 per head, and bringing an estimated \$5 million economic benefit to the City.

In 2017, the benefit and cost effectiveness of the Program was acknowledged by the State Government who matched Council funding for city centre based events. While there was market interest, the only feasible submission withdrew from The Program at last minute.

At the Ordinary Meeting of Council on 13 June 2017 Councillor Bolam moved the following Notice of Motion 1309 – New Signature Event for Frankston, which was carried by Council:

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.*

In response to item 2, officers provided a report back to the Ordinary Council Meeting on 14 August 2017, and Council resolved:

*That Council:*

1. *Notes that current funding to support the attraction of a significant event is committed to an existing Major Event Contract until the end of 2017-2018.*
2. *Supports the continued budget allocation for the Major Event Contract and Public Tender Process for 2018-2019.*

**12.16 Establishment of a Process to Attract a New Signature Event to Frankston City Officers' Assessment**

3. *Notes that Officers will prepare the Major Event Contract and Public Tender Process to attract major event(s) to Frankston, designed to specifically address the following criteria:*
  - a) *The event(s) creates economic benefits beyond the event site through linkages, collaboration and partnerships with local business*
  - b) *The event(s) is staged in lesser known or under-utilised venues and/or locations that aid dispersal through the municipality (preferably away from the waterfront and on privately owned land)*
  - c) *The event(s) are staged over multiple days and/or locations to actively encourage and support extended visitation and overnight stays*
  - d) *The event(s) showcase Frankston's visitor strengths and experiences while supporting Frankston's contribution to the overall Mornington Peninsula tourism product*
  - e) *The event(s) promotes local inclusion and accessibility*
  - f) *The event(s) will attract intrastate, interstate and international visitation*
  - g) *The event(s) will attract demonstrable national and international media coverage to support Frankston's reputation as an events destination*
4. *The public tender process will call for submissions for either:*
  - a) *one significant event in peak season to support summer dispersal and attract already in-region visitors to Frankston; or*
  - b) *two major events, one in the peak season and one during the off-peak (April – October) to support year-round activation and visitation*
5. *Notes that the Major Event Contract and Public Tender Process will be reviewed in January 2018, launched in March 2018 and the successful event(s) confirmed no later than July 2018.*
6. *Supports the successful tender being awarded for a period of no more than four (4) years with financial support provided as seed funding in year one and on a sliding scale in subsequent years to encourage financial viability independent of Council.*
7. *Endorses the allocation of Major Event Contract funding to as follows:*
  - a. *Year One (2018-2019) - \$80,000*
  - b. *Year Two (2019-2020) - \$60,000*
  - c. *Year Three (2020-2021) - \$40,000*
  - d. *Year Four (2021-2022) - \$20,000*
8. *Resolves to review the funding allocation outside of the active Major Event Contract at the conclusion of Year Two to determine if a further signature event should be attracted prior to the conclusion of the contract.*

At the time of considering this report Council was not aware that there was a review of company structure within Sand Storm Events, which along with the conclusion of the existing contract, would mean that Sand Sculpting Australia would have its final exhibition at the Frankston waterfront after a successful eleven seasons.

The Signature Event category was included in The Program in 2018-2019, with events being considered against the following criteria:

**12.16 Establishment of a Process to Attract a New Signature Event to Frankston City  
Officers' Assessment**

## The event

- creates economic benefits beyond the event site through linkages, collaboration and partnerships with local business
- Utilises lesser known or under-utilised venues and/or locations that aid dispersal through the municipality (preferably away from the waterfront and on privately owned land)
- Are staged over multiple days and/or locations to actively encourage and support extended visitation and overnight stays
- Showcases Frankston's visitor strengths and experiences while supporting Frankston's contribution to the overall Mornington Peninsula tourism product
- Promotes local inclusion and accessibility
- Attracts intrastate, interstate and international visitation
- Attracts demonstrable national and international media coverage to support Frankston's reputation as an events destination
- Is unique (ie an event designed and executed in a way that is not delivered in other locations)

None of the submissions were able to address the criteria and demonstrate how their event could become a household name in the City. However, the assessment panel identified that an existing event, The Big Picture Fest, in need of funding and support during its infancy, growth and expansion stage has the potential to become a Signature Event. Big Picture Fest also had an ability to provide ongoing benefits to the City by transforming the city centre ambience, offering a year round attraction and opportunity for street art tours.

As the Councillor who moved the original Notice of Motion, Cr Bolam indicated the purpose of the original NOM was to secure an additional signature event – not just replace Sand Sculpting. Therefore at its Ordinary Council meeting on 10 September 2018 Council resolved in relation to a new signature Event for Frankston City:

*That Council:*

1. *Notes the expression of interest process undertaken to secure a Signature Event for Frankston City.*
2. *Notes the four submissions for the Signature Event category failed to demonstrate their ability to achieve the outcomes and objectives sought from a signature event.*
3. *Notes that The Big Picture Fest wasn't a submission within the 2018-2019 Tourism Event Attraction program.*
4. *Endorses The Big Picture Fest as the successful event in the 2018-2019 Tourism Event Attraction Program; Signature Event category.*
5. *Endorses the amendment of the program of disbursement of the Signature Event funding to maximise the existing funding sources, while supporting the ongoing growth and marketability of the event:*
  - a. *Year One (2018-2019) - \$60,000 – to be noted at mid-year budget review*
  - b. *Year Two (2019-2020) - \$70,000 – to be incorporated in the 2019-2020 annual budget process*

**12.16 Establishment of a Process to Attract a New Signature Event to Frankston City Officers' Assessment**

- c. *Year Three (2020-2021) - \$50,000 – to be incorporated in the 2020-2021 annual budget process*
    - d. *Year Four (2021-2022) - \$20,000 – no change.*
  6. *Notes that Officers are incorporating current and future street art into arts, culture and heritage tours (including a self-guided online program) to enhance our visitor experience.*
  7. *Endorses Officers exploring with regional and state stakeholders the establishment of a street art trail throughout Melbourne / Victoria – incorporating Frankston.*
  8. *Notes that this event replaces Sand Sculpting Australia as a signature event, but does not add an additional signature event as per the intent of the original Council Resolution.*
  9. *Requires that Officers provide a report to Council to the November meeting that provides:*
    - a. *Evaluation of an event attraction program which targets specific events versus an expression of interest in the event market*
    - b. *Funding required to establish an additional Signature Event from 2019/2020*
  10. *A report is to be provided to Council in January 2019 on any future funding commitment from the State Government in relation to The Big Picture Fest Festival. The report is to also consider the proposed location of the street art for the 2019/2020 event.*
  11. *Endorses the release of the recommendations of this report with the meeting minutes.*

This report responds to item 9 of this resolution.

**Issues and Discussion**

Officers currently do not have enough information to confidently set a funding amount to secure a signature event. The \$80,000 allocated to Sand Sculpting, over 10+ years ago does not reflect CPI and changes in industry.

Informal feedback from Industry, following an internal assessment of Council's previous attempt to secure a Signature Event, the following issues were identified:

- Lack current understanding of our event infrastructure including indoor and outdoor spaces, accommodation providers and transport linkages both internally and by industry
- Lack of quality submissions due to 'green' event organisers applying
- Duplicate event concepts submissions, both for the city and within pool of submissions
- Lack of established events
- Events that don't have integrity, capacity and longevity
- Lack of concepts that can transform Frankston City into a destination
- A program with short time frames
- A program with no synergies to city's event needs
- No strategic alignment with the wider Mornington Peninsula Tourism Region and Council's Destination Development Plan

**12.16 Establishment of a Process to Attract a New Signature Event to Frankston City  
Officers' Assessment**

With the opportunity taken to review the program it has been identified that Council doesn't have an accurate understanding of which sporting events, music, business and/or arts events can be beneficially established in, or relocated to the City, at what level, timeframes and in which discipline.

To be best prepared for high level conversations with event organisers and/or State Government to the best position Frankston City at attracting a Signature Event, a two stage approach has been developed:

Stage 1: Research – undertake a municipal event capacity audit and stakeholder engagement

Stage 2: Targeted event attraction negotiations with event organisers

***Stage 1: Research – municipal event capacity audit and stakeholder engagement***

Stage 1 will audit the City's event capacity including the below:

- Local accommodation providers; looking at bedding capacity and peak seasons
- Indoor and outdoor venues both Council managed and privately owned, extending to waterways
- Venue facilities including water, power, bins, etc
- What venues are of a regional, state, national or international standard, what development do they need in order to take them to the next level
- Local business, clubs and associations to determine capacity, capability and opportunities
- Transport linkages; how to get people in and out of the events and region
- Existing events calendar to ensure no date clashes with other major events in surrounding regions
- Event opportunities that give Frankston City a point of difference, complement our values, assets and capacity and provide long term benefits
- City development, earmarking future development and opportunities
- Constraints, challenges and competitors of the city and how we can overcome these
- Networks and relationships needed to form for support and guidance
- Conversations would commence with local associations, the Regional Tourism Board, State Government, Destination Melbourne, Melbourne City Council and various other industry contacts and city council's to gauge interest, and identify opportunities

This audit is expected to take four months, January – April 2019 (allowing time for procurement).

Collectively it is expected that Stage 1 provides clear direction for signature event:

- funding requirements
- concepts best suited to Frankston City
- partnerships

Findings of this process will be reported back in Stage 2 to Council in May for further decision with respect to concept and appropriate funding model.

It's anticipated that the results will be used to:

- Enable staff to engage in high level conversations with external agencies, State Government and event organisers.
- Develop a dedicated web page to running an events in Frankston City on [visitfrankston.com](http://visitfrankston.com), to attract scouts and event organisers (Attachment 2:

**12.16 Establishment of a Process to Attract a New Signature Event to Frankston City Officers' Assessment**

Example - Port Phillip City Council Event Information for Public Consumption), as a self-servicing model

This approach enables Council to have a strategic focus, via event gap needs analysis and identification, while giving Council the tools to undertake a multi layered a targeted campaign to connect with events that are the right fit for Frankston City.

The collective methodology which includes discussions with Regional Tourism Board, State Government and industry bodies and associations will ensure any event the city attracts will have multi-layered support.

In responding to industry timeframes the program will work 12-24 months in advance to ensure organisers have suitable time to consider Frankston City as there host destination.

The review of public grounds, grand stands, waterways, transport, venues, halls, businesses and accommodation facilities will enable creation of event capacity database used in negotiations phase with organisers and as a self-service tool on our website. This Audit will consider current and future city development and opportunities.

Estimated program timelines:

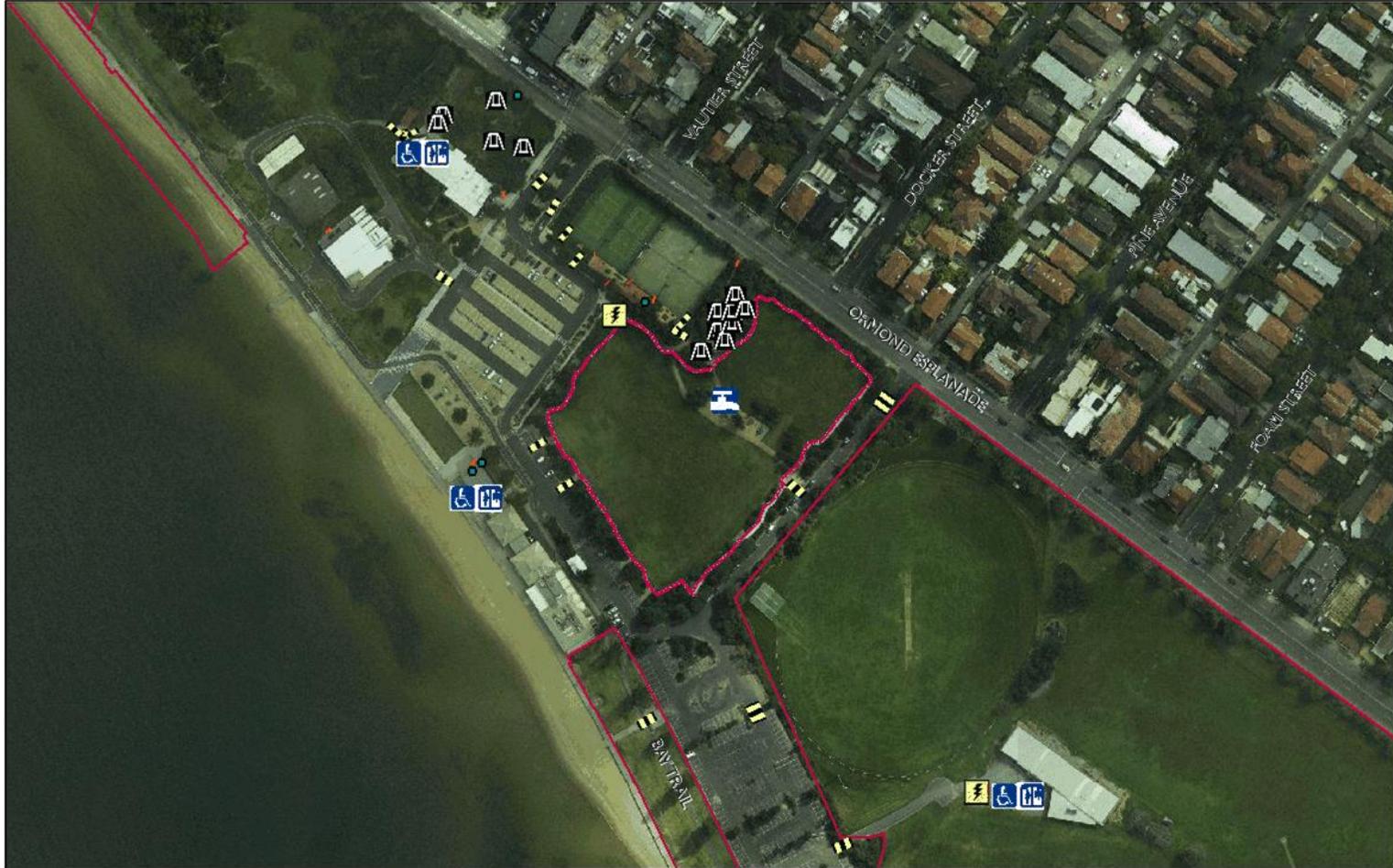
- Council endorse this report (November 2018)
- RFQ for municipal event capacity audit (November/December 2018)
- Stage One – Research – municipal event capacity audit and stakeholder engagement (January-April 2019)
- Results from audit and Stage Two recommendations endorsed by Council (May 2019)
- Stage Two - Targeted event attraction negotiations with event organisers (May 2019 onwards)
- Secured event (2019/2020 or 2020/2021)

Other City Councils are adopting similar programs such as Gold Coast, Townsville and Bendigo.

**Options Available including Financial Implications**

1. Endorse staged approach a municipal event capacity audit (*recommended*)
  - Stage 1: Research – municipal event capacity audit and stakeholder engagement (requiring the referral of \$30,000 to the midyear budget review)
  - Stage 2: Targeted event attraction negotiations with event organisers
2. Run another public event grant process, with previous funding model in order to attract a signature event (utilising previous expression of interest process funding model) (*not recommended*)
  - Year One (2019-2020) - \$80,000 – Signature Event Funding
  - Year Two (2020-2021) - \$60,000 – Signature Event Funding
  - Year Three (2021-2022) - \$40,000 – Signature Event Funding
  - Year Four (2022-2023) - \$20,000 – Signature Event Funding
3. Do nothing (*not recommended*)

# Carnival Site

### Legend

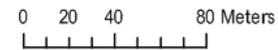
- Event site
- Other event sites available
- Gate, Pedestrian
- Gate, Vehicle
- ⚡ Power Box
- 💧 Water - Drinking
- 🚰 Water - Not for Drinking
- ♿ Public Toilet - Accessible
- 🚻 Public Toilet
- 🎡 Playground
- Water irrigation

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Suburb: Elwood, VIC  
 Site Area: 11,688 m2 in total

For further information, please contact the City of Port Phillip Events team on 03 9209 6355 or [eventpermits@portphillip.vic.gov.au](mailto:eventpermits@portphillip.vic.gov.au)



**Executive Summary****12.17 Update to Response to Petition to provide 3 hours free car parking**

*Enquiries: (Doug Dickins: Community Assets)*

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 update following meeting with Bayside Shopping Centre.

**Recommendation (Director Community Assets)**

That Council:

1. Notes the outcome of the meeting between Mayor, CEO and senior Council officers with Bayside Shopping Centre; and
2. A letter be sent to the Head Petitioner advising of the outcome

**Key Points / Issues**

- At Council's meeting 2018/OM13 on 22 October 2018, Council considered the report to the petition *'to increase to 3 hours free car parking in the CAA'*.
- Matters relating to parking in Frankston Metropolitan Activity Centre (FMAC) were given consideration including demand, supply and occupancy as well as impacts to parking behaviour and infrastructure upgrade requirements with the suggested 3 hours free car parking in Council-operated car parks.
- Part six of the resolution at council meeting 2018/OM13 *required the CEO to arrange a further (5th) meeting with management of Bayside Shopping Centre to discuss again the proposal of providing free car parking for certain periods of time in the shopping centre carpark. Such meeting should be attended by the Mayor of the day, the CEO and any relevant senior Council Officer deemed appropriate by the CEO.*
- Part seven of the resolution *required for Council to be provided with a report of the outcomes at the November 2018 ordinary meeting..*
- The meeting with Bayside Shopping Centre was held on 13 November 2018 and was attended by the Mayor, Cr Michael O'Reilly, CEO Dennis Hovenden, Director Community Assets, Phil Cantillion and Director Community Development, Dr Gillian Kay, together with representatives of Bayside Shopping Centre.
- The meeting was productive and provided good discussion of the parking strategy at the Bayside Shopping Centre as well as other centres operated by Vicinity. Bayside Shopping Centre operates a business model based upon maintaining and increasing the viability of both the centre and its retailers. The parking strategy recognises the costs associated with providing and maintaining the car parks for the centre and the impact of these costs upon the viability of retailers within the centre if the fee structure is set incorrectly.

**12.17 Update to Response to Petition to provide 3 hours free car parking****Executive Summary**

- Council was advised that parking is provided by Bayside Shopping Centre for its customers, and that pricing of car parking is used as one of the few levers possible to ensure that the parking remains available for use by its customers, and is not taken up by commuters and other users not associated with the shopping centre.
- Providing parking is not intended to be a major income source, rather the parking rates are designed to reflect the need to provide accessible and affordable parking for shoppers to the benefit of the Bayside Shopping Centre retailers.
- Bayside Shopping Centre will continue its current business model and do not intend to alter the existing fee structure.

**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**

Discussions occurred with Bayside Shopping Centre management on 13 November 2018.

**2. Other Stakeholders**

Frankston Revitalisation Team, Planning, Economic Development, Community Safety Local Laws, Engineering Services were consulted on the response to the petition

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

Parking fees are used by Bayside Shopping Centre as a mechanism to manage parking to reduce overstaying and ensure that parking is available for its customers.

**12.17 Update to Response to Petition to provide 3 hours free car parking****Executive Summary****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

Nil.

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**

Council's risks have been considered in the preparation of this report.

**Conclusion**

This report provides Council with details of the outcome of the meeting with Bayside Shopping Centre as required by Council resolution.

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**ATTACHMENTS**

Nil

**Executive Summary****13.1 Response to 2018/NOM56 - Notice of Rescission - Tree Removal Matter**

*Enquiries: (Vishal Gupta: Community Assets)*

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 brief Council on the planned future projects or works that requires substantial removal or bulk planting of all trees and/or native vegetation.

**Recommendation (Director Community Assets)**

That Council:

1. Notes all projects that are currently being delivered as part of the Capital Works Program FY2018/19 requiring substantial removal of all trees and/or native vegetation.
2. Notes that a separate report will be presented to Council in early 2019 regarding future tree planting along Cranbourne Road and Nepean Highway as part of the 'Boulevard Tree Planting' Program in the FY2018/19.

**Key Points / Issues**

- At its meeting on 1 October 2018, Councillor Brian Cunial tabled a Notice of Motion related to Notice of Rescission – Tree Removal Matters. At its meeting, Council resolved:  
*“That Council requires a report by November 2018 outlining the community consultation, options, risks, costs and recommendations for all planned future projects or works that require substantial removal or bulk planting of all trees and/or native vegetation”.*
- This report has been prepared in response to 2018/NOM 56.
- The following projects or works are being considered by Council officers that require substantial removal or bulk planting of all trees and/or native vegetation.
- Out of 207 projects currently being delivered as part of the Capital Works Program in FY2018/19, the following 7 projects have been currently identified as requiring substantial removal of trees and/or native vegetation.
  - Project Number 4211 – Valley Road Reconstruction
  - Project Number 4131 – McClelland Reserve Car Park Works
  - Project Number 4259 – Netball Courts, Lloyd Park, Langwarrin
  - Project Number 3101 – McClelland Drive Shared Path
  - Project Number 3911 – Beach Street West Streetscape Works
  - Project Number 4260 – Carrum Downs Oval 3 Synthetic Surface
  - Project Number 4015 – Station Street Mall Improvement Works
- The details including community consultation, options, risk analysis, costs along with arborist report (where available) are provided for each of the above listed project as per **attachment A to L**.

**13.1 Response to 2018/NOM56 - Notice of Rescission - Tree Removal Matter****Executive Summary**

- Additionally, as part of Capital Works Program for FY2018/19, there is a budget allocation of \$333,900 to undertake 'Boulevard Tree Planting' along Cranbourne Road and Nepean Highway. This project (4244) is currently in its early planning stage and no details of potential future planting works are available at this time. A separate report will be presented to Council in early 2019 on the future planting works.

**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 will be 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 the existing budgets.

Refer to attached reports for budgets and expenditure related to each of the listed projects.

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

Refer to attached reports for community consultation process completed for each of the listed projects.

**2. Other Stakeholders**

Council's Operations Team, Engineering Team and Planning and Environment Team has been consulted in regards to scope of works and proposed tree removal.

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

Any loss of trees and vegetation will be 'offset' as per the Planning Permit requirements in line with independent Arborist Assessment, as applicable.

**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.

**13.1 Response to 2018/NOM56 - Notice of Rescission - Tree Removal Matter****Executive Summary**Legal

A Local Law Permit is required to remove trees under Council's Tree Protection Local Law 2016 No.22.

Policy Impacts

No policy impact.

Officer's Declaration of Interests

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

**Risk Mitigation**

At number of projects, existing trees (not all) have been assessed in poor condition and requires removal irrespective of project. Refer to attached Arborist reports for further assessment of trees at each specific location and recommendations.

**Conclusion**

A need for tree removal on all projects is carefully assessed by Council officers including Council's Planning and Environment Team and in many cases, by an independent Arborist. Every effort is made to minimise impact of works on the existing trees and maximise opportunities for retention of trees where possible.

The 7 projects that have been identified as requiring tree removal and/or native vegetation are part of Council's Capital Works Program for FY 2018/19 and are intended to deliver significant benefits to the local community via provision of safe pathway, car park, streetscape improvements, new multi-use recreation facility and road reconstruction.

**13.1 Response to 2018/NOM56 - Notice of Rescission - Tree Removal Matter****Executive Summary****ATTACHMENTS**

- Attachment A: [↓](#) Project Number 4211 - Valley Road
- Attachment B: [↓](#) Project Number 4131 - McClelland Reserve Car Park Works
- Attachment C: [↓](#) Project Number 4259 - Netball Courts, Lloyd Park Langwarrin
- Attachment D: [↓](#) Project Number 3101 - McClelland Drive Shared Path
- Attachment E: [↓](#) Project Number 3911 - Beach Street West Streetscape Works
- Attachment F: [↓](#) Project Number 4260 - Carrum Downs Oval 3 Synthetic Surface
- Attachment G: [↓](#) Project Number 4015 - Station Street Mall Improvement Works
- Attachment H: [⇒](#) Project Number 4211 - Valley Road Supporting Information  
(*Under Separate Cover*)
- Attachment I: [⇒](#) Project Number 4131 - McClelland Reserve Car Park Works  
Supporting Information (*Under Separate Cover*)
- Attachment J: [⇒](#) Project Number 4259 - Netball Courts, Lloyd Park Supporting  
Information (*Under Separate Cover*)
- Attachment K: [⇒](#) Project Number 3101 - McClelland Drive Shared Path Supporting  
Information (*Under Separate Cover*)
- Attachment L: [⇒](#) Project Number 3911 - Beach Street West Streetscape Works  
Supporting Information (*Under Separate Cover*)



Project Update: Valley Road Reconstruction (McClelland Drive to Potts Road, Langwarrin)

(2018/NOM56 - Notice of Rescission - Tree Removal Matter)

opportunity » growth » lifestyle

<b>Capital Works Project Number</b>	CW2018/19-4 211 Valley Road
<b>Project location</b>	Valley Road between McClelland Drive to Potts Road, Langwarrin
<b>Project Details</b>	<p>Valley Road Reconstruction</p> <p>Valley Road between McClelland Drive and Potts Road in Langwarrin was previously an unmade road providing local residential access to 19 properties. It was recently sealed in October 2017 as a short-term solution to address concerns about dust, corrugations, stones and car damage. It is neither sustainable nor cost-effective to maintain Valley Road in its current condition given the growth of traffic and urban development. Council has committed fund in its Capital Works Program to construct a new road pavement founded on the existing pavement material.</p> <p>Scope of works include:</p> <ul style="list-style-type: none"> <li>(a) tree removal and protection;</li> <li>(b) earthworks;</li> <li>(c) road pavement;</li> <li>(d) drainage;</li> <li>(e) concreting;</li> <li>(f) road pavement marking;</li> <li>(g) signage; and</li> <li>(h) lighting upgrade.</li> </ul> <p>The tender for construction was advertised on Saturday 27 October, with a closing date of 16 November.</p>
<b>Project Budget and expenditure to date</b>	The available budget for this project is \$485,000 in FY 2018/19. Expenditure to date in the FY2018/19 is: \$2,014.55.
<b>Community Consultation (Brief summary of who has been consulted on this project including tree removal/planting )</b>	<p>Several consultations and meetings were held with residents in 2017.</p> <p>In May 2018 residents were provided with an update on the proposed construction of Valley Road including the functional layout plans identifying trees to be removed as part of the works. <b>Refer to Attachment 1.</b></p>

<b>Impact on Trees and Vegetation</b>	<p>An arborist was appointed in February 2018 to conduct an arboricultural condition and impact assessment to determine the condition and impact of works on the existing trees.</p> <p>The assessment revealed a total of 45 trees that required visual assessment to determine their condition and potential impact from proposed works.</p> <p>It was concluded that three (3) trees would not be impacted by the proposed works but should be considered for removal while one (1) would be impacted during construction.</p> <p>The arborist report dated 30 May 2018 is attached. <b>Refer to Attachment 2.</b></p>
<b>Risk Analysis – reason for tree removal and/or any risks if not removed</b>	<p>The majority of trees to be considered for removal are not impacted by the works however they pose risk to public safety due to their condition as assessed by the arborist.</p> <p>The arborist identified three (3) trees that were either dead or in advanced decline, with no protection value. One of these trees has an extensive decay in the trunk and should be removed before failure occurred.</p> <p>The fourth tree (#44) is likely to be severely impacted by the proposed construction, with a high level of encroachment and potential for severe damage to the root system. <b>Refer to Attachment 3.</b></p>
<b>Alternate Options Considered</b>	<p>A number of trees have ‘tree protection zones’ within the limit of works, however these trees will be retained with impact mitigation measures as recommended by the arborist to be implemented during the construction activities.</p>
<b>Has permit been granted under Tree Protection Local Law 2016 No.22 (if yes, attach copy)</b>	<p>A Planning Permit has been lodged, reference P/499/2018/TREE2.</p>
<b>Specific Conditions of the Permit if granted</b>	<p>Subject to granting of the permit.</p>
<b>Supporting Documents</b>	<p>Attachment 1 – Functional Layout Plans Attachment 2 - Arborist Report dated 30 May 2018 Attachment 3 – Detailed Design Plans</p>



## Project Update: McClelland Reserve Car Park

(2018/NOM56 - Notice of Rescission - Tree Removal Matter)

*opportunity » growth » lifestyle*

<b>Capital Works Project Number</b>	CW2018/19- 4131
<b>Project location</b>	McClelland Reserve - 117 McClelland Drive, Frankston North
<b>Project Details</b>	<p>This project is to construct a car park on a former municipal waste landfill. The project includes new drainage, asphalt pavement structure, tree removals, concrete works, pavement marking and other associated works.</p> <p>The tender for construction works closed on 5 October 2018 and submissions are currently under evaluation.</p>
<b>Project Budget and expenditure to date</b>	<p>The available budget for this project is \$656,913 in FY2018/19.</p> <p>Expenditure in the FY2018/19 is \$24,204.70.</p>
<b>Community Consultation (Brief summary of who has been consulted on this project including tree removal/planting )</b>	<p>Council's Recreation and Engineering teams have been consulted on the project including proposed removal of trees. Dog Obedience Club and Soccer Club have also been consulted on the proposed works.</p> <p>An assessment by Council's Biodiversity team in August 2018 recommended retention of a Black She-Oak and River Red-Gum. <b>Refer Attachment 1.</b></p> <p>Following another site visit on 2 October 2018, team provided further advice. <b>Refer Attachment 2.</b></p>
<b>Impact on Trees and Vegetation</b>	<p>The siting of the car park will result in the removal of approximately 16 trees.</p> <p>The types of existing trees include River Red Gum, Black She-Oak, Smooth-barked Apples and trees classified as weed species.</p> <p>Not all trees are identified for removal and only selected trees will be removed as shown on Attachment 2.</p>
<b>Risk Analysis – reason for tree removal and/or any risks if not removed</b>	The existing trees are located within the footprint of proposed car park.
<b>Alternate Options Considered</b>	No alternate option is available. Where possible, design of car park has been modified to minimise impact on the existing trees and retain as much as possible.

<b>Has permit been granted under Tree Protection Local Law 2016 No.22 (if yes, attach copy)</b>	Local Law & 52.17 Native Vegetation provisions apply. Application for the required permits is currently underway.
<b>Specific Conditions of the Permit if granted</b>	Permit yet to be granted.
<b>Supporting Documents</b>	Attachment 1 – August 2018 assessment Attachment 2 – October 2018 assessment Attachment 3 – Detailed Design plans



## Project Update: Langwarrin Netball Courts Upgrade

(2018/NOM56 - Notice of Rescission - Tree Removal Matter)

*opportunity >> growth >> lifestyle*

<b>Capital Works Project Number</b>	CW2018/19- 4259 Langwarrin Netball Courts Upgrade
<b>Project location</b>	183N Cranbourne – Frankston Road, Langwarrin 3910 (Lloyd Park, Langwarrin)
<b>Project Details</b>	Netball Courts Upgrade Project includes: <ul style="list-style-type: none"> <li>• Redevelopment of existing 4 Netball Courts to comply current Netball Victoria standard including lighting, fencing and associated works.</li> <li>• Improvements to the existing drainage and landscape.</li> <li>• Extending the footprint.</li> </ul>
<b>Project Budget and expenditure to date (GST Exclusive)</b>	Works are part of sports facility upgrade work which has a budget of \$800,000 in FY 2018/19.  Current Expenditure (including commitment) is around \$37,000.
<b>Community Consultation (Brief summary of who has been consulted on this project including tree removal/planting )</b>	Netball Club and Council's Recreation team have been consulted on the concept design including proposed removal of trees.
<b>Impact on Trees and Vegetation</b>	16 Native Trees needs to be removed which are located within/ close to the proposed 4 Netball Court layout.  The Arborist report highlighted that only 4 trees are moderate protection value and others are no protection value.  Refer to attachment 1 for a copy of Arborist Report.
<b>Risk Analysis – reason for tree removal and/or any risks if not removed</b>	Affected trees are to be removed due to the scope of works for the proposed expansion and redevelopment of existing netball court. The impacted trees are within or very close proximity of the new courts limit of works.
<b>Alternate Options Considered</b>	Project team has considered realignment of the proposed 4 Netball Courts however site is constrained and realignment will require more earthworks, additional drainage and realignment of existing footpath.

<b>Has permit been granted under Tree Protection Local Law 2016 No.22 (if yes, attach copy)</b>	Planning Permit for tree removal has been applied and yet to receive.
<b>Specific Conditions of the Permit if granted</b>	Subject to granting of planning permit.
<b>Supporting Documents</b>	Attachment 1 – Arborist Report Attachment 2 – Concept Design showing trees to be removed

**Moderate value Trees**



Non Value Trees

Non Value trees





Project Update: McClelland Drive, Langwarrin - Shared User Path  
(2018/NOM56 - Notice of Rescission - Tree Removal Matter)

*opportunity » growth » lifestyle*

<b>Capital Works Project Number</b>	CW2018/19-3101 McClelland Drive, Langwarrin - Shared User Path Project
<b>Project location</b>	McClelland Drive from Centenary Park Drive to Darnley Drive, Langwarrin
<b>Project Details</b>	Design and Construction of 2.5 metres wide path along McClelland Drive from Centenary Park Drive to Darnley Drive (eastern boundary of Parks Victoria - Pines Reserve) approximately 1.6 Km long. Key Outcomes includes: <ul style="list-style-type: none"> <li>• New Pathway Connections</li> <li>• Expanding the missing City Wide Pathway and Cycleway</li> <li>• Safer route for pedestrians</li> <li>• Drainage remediation</li> <li>• Traffic signal modification</li> <li>• Traffic Island works</li> <li>• Earthworks and reshaping of banks</li> </ul>
<b>Project Budget and expenditure to date</b>	Available budget for this project in FY 2018/19 - \$750,000  Current Expenditure (including commitment) is around \$73,069.
<b>Community Consultation (Brief summary of who has been consulted on this project including tree removal/planting )</b>	Majority length of new path is located in non-residential area. It is proposed that letters will be sent out to community prior to commencement of works on the ground.
<b>Impact on Trees and Vegetation</b>	The Arboricultural Assessment revealed 97 trees required visual assessment to determine their condition and potential impact from proposed works. Out of 97, 88 trees are identified as native or indigenous trees.  The overall health of the trees is considered to be in the poor to fair range, with a number of trees showing signs of dieback. Similarly, most of the trees assessed are also of poor or worse structure. Most trees provide no habitat value (except trees numbered 2 and 52) as there are no hollows or hollows forming.  The assessment of the impact from the proposed shared path construction found that 54 trees will require removal as they are located within the proposed path alignment or will incur a very high level of encroachment into

	<p>the tree protection zones. Most of these trees have no protection value. The remaining 43 (97-54) trees will be retained.</p> <p>Refer to attached detailed arborist report.</p>
<b>Risk Analysis – reason for tree removal and/or any risks if not removed</b>	Trees are not in good condition and are located within the shared path proposed alignment. It is not feasible to construct proposed path without removal of identified trees.
<b>Alternate Options Considered</b>	The proposed alignment of the shared path has been carefully selected to minimise any impact on existing trees along McClelland Drive.
<b>Has permit been granted under Tree Protection Local Law 2016 No.22 (if yes, attach copy)</b>	No, planning permit is yet to be applied.
<b>Specific Conditions of the Permit if granted</b>	As per permit once granted.
<b>Supporting Documents</b>	<p>Attachment 1 – Arborist Report</p> <p>Attachment 2 – Plan Showing Alignment and Impact on Trees</p>



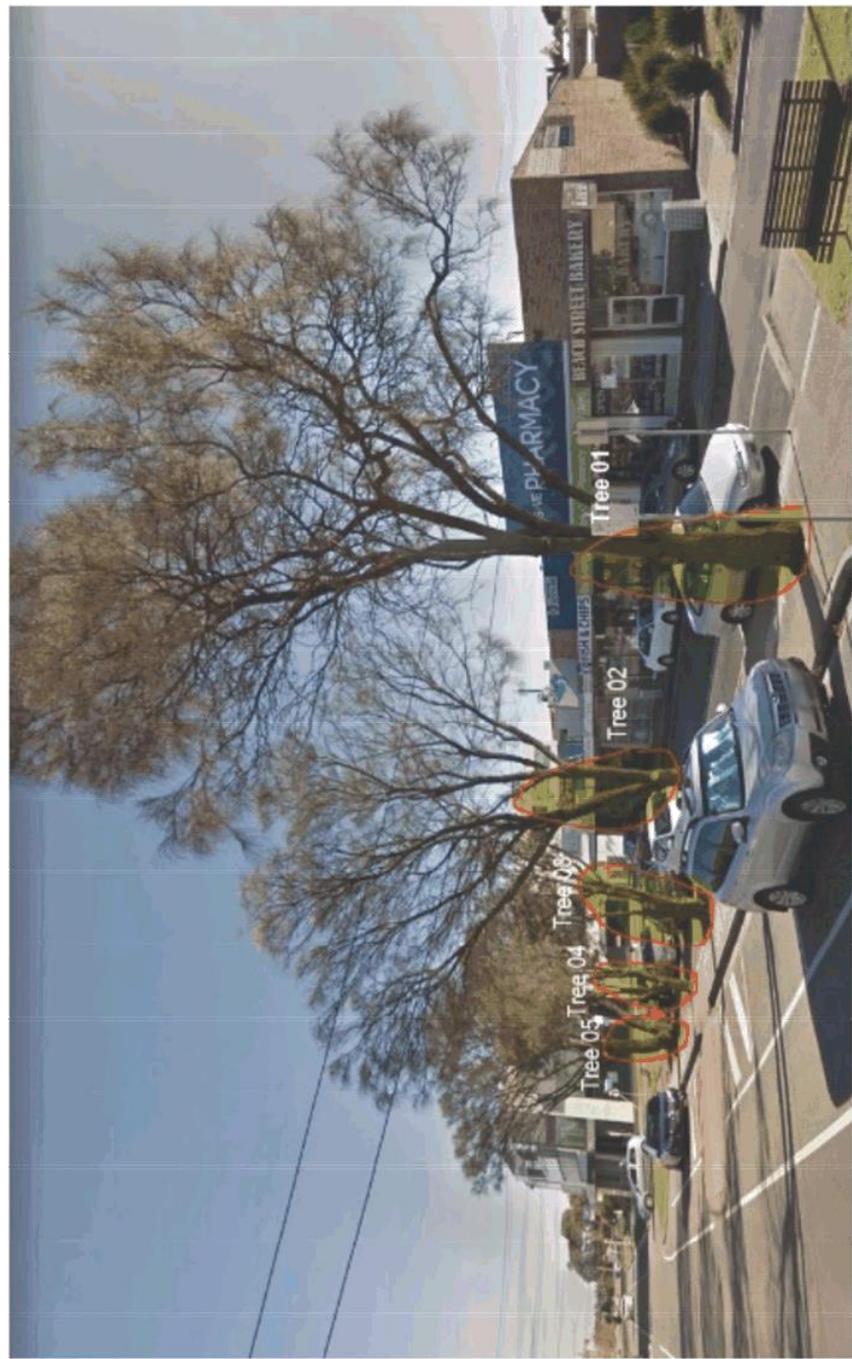
## Project Update: Beach Street West Streetscape Upgrade

(2018/NOM56 - Notice of Rescission - Tree Removal Matter)

*opportunity » growth » lifestyle*

<b>Capital Works</b>	CW2018/19-3911
<b>Project Number</b>	Beach Street West Streetscape Upgrade
<b>Project location</b>	53 Beach St, Frankston VIC 3199
<b>Project Details</b>	<p>Beach Street West Streetscape Upgrade Project includes:</p> <ul style="list-style-type: none"> <li>• Creating comfortable seating areas under shaded trees with sustainable garden bed allowing visual connectivity to the commercial activity around.</li> <li>• Providing pedestrian friendly environment that is easily accessible and is DDA compliant and provides “at grade” transition between the car park and the pedestrian focused areas.</li> <li>• Providing direct pedestrian connections between the retail businesses, the adjoining public footpath and the south side of Beach Street.</li> <li>• Drainage and traffic improvements.</li> <li>• Improving existing on-street parking layout and user safety.</li> <li>• Providing opportunities for new tree planting for shade and amenity.</li> </ul>
<b>Project Budget and Expenditure to date, Exclude GST</b>	<p>Budget in FY2018/19: \$196,000</p> <p>Expenditure to date in FY2018/19 (including commitment) is around \$3,500.</p>
<b>Community Consultation</b>	<ul style="list-style-type: none"> <li>• Local traders were consulted via one on one consultation and questionnaire</li> <li>• As part of the consultation, a concept plan for the proposed upgrade works displaying the new proposed extent of works was provided to traders.</li> <li>• Open Space team received substantial feedback from the traders, with general concerns around lack of parking and proposed layout satisfies the concerns.</li> <li>• Investigations are currently underway to potentially allow for traders dedicated permit parking along the side street to cater overflow of customer parking along Beach Street.</li> <li>• Consultation on the project has also occurred with Cr Aitken and Cr Bolam.</li> </ul>
<b>Impact on Trees and Vegetation</b>	<p>5 Native Coastal Banksia need to be removed, that are located on narrow median along the Beach Street Road and Beach Street service lane.</p> <p>The trees have been assessed by Arborist and report is attached.</p>

<b>Risk Analysis – reason for tree removal and/or any risks if not removed</b>	Healthy growth of the trees is limited due to the location on narrow median. Existing trees need regular pruning to allow clear carriageway.
<b>Alternate Options Considered</b>	It is not possible to achieve intended outcome in regards to improved parking arrangement in front of shops without removal of 5 trees. This has been previously discussed with traders and traders have indicated their strong preference for improved parking arrangements.
<b>Has permit been granted under Tree Protection Local Law 2016 No.22 (if yes, attach copy)</b>	No, Planning permit is currently being sought.
<b>Specific Conditions of the Permit if granted</b>	As per permit once granted.
<b>Supporting Documents</b>	Attachment 1 - Arborist Report Attachment 2 - Demolition Plan showing location of trees on Beach Street and service lane median as shown in the attached image as below.



### 53 Beach Street, Frankston VIC 3199

(Proposed Trees to be removed) **Tree 1** **Tree 2** **Tree 3** **Tree 4** & **Tree 5**



Project Update: Carrum Downs Oval 3 Synthetic Surface  
(2018/NOM56 - Notice of Rescission - Tree Removal Matter)

*opportunity » growth » lifestyle*

<b>Capital Works Project Number</b>	CW2018/19 - 4260 Carrum Downs Oval 3 Synthetic Surface
<b>Project location</b>	45R Wedge Road, Carrum Downs 3201
<b>Project Details</b>	The Sportsfield includes: <ul style="list-style-type: none"> <li>• Synthetic surface grass system including pavement and drainage</li> <li>• Goals, Flags, Coaches boxes , Cricket wicket</li> <li>• Fencing and netting</li> <li>• Sports lighting for Soccer and AFL/Cricket</li> </ul>
<b>Project Budget and expenditure to date</b>	Budget in FY2018/19: \$2.32 million (State Government Funding: \$500,000) Current Expenditure to date (including commitment) is around \$55,900.
<b>Community Consultation (Brief summary of who has been consulted on this project including tree removal/planting )</b>	Sporting clubs operating from Carrum Downs Recreation reserve have been consulted. Presentation was also made to Major Projects Advisory Group and site meeting was arranged for interested Councillors to discuss impact of works on the existing trees.
<b>Impact on Trees and Vegetation</b>	As shown in the GIS image below – approximately 26 trees would be impacted by the proposed works.
<b>Risk Analysis – reason for tree removal and/or any risks if not removed</b>	Trees are located within the footprint of proposed multi-use synthetic surface oval. It is not possible to deliver intended project outcomes without removal of trees.
<b>Alternate Options Considered</b>	It is proposed to plant five trees within Carrum Downs Recreation Reserve in the vicinity to the proposed Synthetic Oval for every single tree removed.
<b>Has permit been granted under Tree Protection Local Law 2016 No.22 (if yes, attach copy)</b>	No, Planning permit is not required. Local Law permit will be applied shortly.
<b>Specific Conditions of the Permit if granted</b>	As per permit once granted.
<b>Supporting Documents</b>	GIS Image and Concept Plan for Oval (as shown below)

### Impact on the trees







## Project Update: Station Street Mall Improvements

(2018/NOM56 - Notice of Rescission - Tree Removal Matter)

*opportunity » growth » lifestyle*

<b>Capital Works Project Number</b>	CW2018/19 - 4015 Station Street Mall Improvements
<b>Project location</b>	Station Street Mall, Frankston 3199
<b>Project Details</b>	Station Street Mall Upgrade Project includes: <ul style="list-style-type: none"> <li>• Revised Public seating , Outdoor dining deck by replacing existing middle approx. 5.8m wide brick paving</li> <li>• Green landscapes and trees</li> <li>• Catenary Lighting and Street lighting</li> <li>• Activity and gathering zones</li> <li>• Rubbish and Waste management</li> </ul>
<b>Project Budget and expenditure to date</b>	Budget - \$1.198 million in FY2018/19 (including carryover from FY17/18 and state funding of \$360,000). Current Expenditure to date (including commitment) is around \$101,586.
<b>Community Consultation (Brief summary of who has been consulted on this project including tree removal/planting )</b>	A series of community and stakeholder engagement sessions have been conducted including the creation of a pop up park 'Station Green' and seeking feedback on draft ideas as to how the mall could be transformed. Presentation was also made to Major Projects Advisory Group recently.  Council endorsed the concept plan at Council meeting on 23 April 2018.
<b>Impact on Trees and Vegetation</b>	7 existing trees needs to be removed which are located within the timber deck area. These trees are being investigated for potential transplantation to other suitable places.
<b>Risk Analysis – reason for tree removal and/or any risks if not removed</b>	Trees are required to be removed to allow for construction of new layout (as endorsed by Council) for the Station Street Mall timber seating area.
<b>Alternate Options Considered</b>	27 new trees are proposed to be planted as part of the proposed works. Additionally, the existing trees are being investigated for transplantation to other suitable places, if possible.

<b>Has permit been granted under Tree Protection Local Law 2016 No.22 (if yes, attach copy)</b>	No, Local Law permit will be applied shortly.
<b>Specific Conditions of the Permit if granted</b>	As per permit once granted.
<b>Supporting Documents</b>	Photo of Tree (see below)



**Executive Summary****13.2 Response to 2018/NOM59 - Discretionary provision of commercial rate-payer parking permits**

*Enquiries: (Leonie Reints: 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 ability to provide discretionary commercial rate-payer parking permits.

**Recommendation (Director Community Development)**

That Council:

1. Notes Council currently provides discretionary commercial rate-payer parking permits.
2. Supports continuance of issuing discretionary commercial rate-payer parking permits as outlined within this report.

**Key Points / Issues**

- At Ordinary Meeting 1 October 2018, Councillor McCormack put forward the following Notice of Motion 59:  
*“That a report be prepared for the November 2018 meeting of Council in relation to the potential for discretionary provision of commercial rate-payer parking permits”.*
- Council provide Residential Parking Permits in 135 high traffic streets / roads across the Municipality (*Attachment A*)
- Vehicle parking in residential streets has a number of conflicting challenges for residents who have a range of differing views depending on their personal needs and expectations
- Council provide discretionary commercial parking permits across the Municipality where there is a demonstrated need for the permit. These permits have been issued at approximately 40 locations across the municipality (*Attachment B*). As at 1 November 2018, 903 commercial related parking permits have been issued across the Municipality.
- It is estimated that Council receive over 20 requests for commercial parking permits per year, of these approximately 60% are declined after the considerations are given to the application:
  - The availability of parking in the area that is being requested by the applicant
  - The commercial need for the permit
  - The amount of permits already issued in the area that is being requested by the applicant

**13.2 Response to 2018/NOM59 - Discretionary provision of commercial rate-payer parking permits****Executive Summary**

- Any associated costs that may be incurred for additional signage or increased enforcement
- The ability for the applicant to park in alternative locations
- Recently, applications have been received for permits surrounding Chisholm TAFE and PARC, these were rejected on the basis that parking is limited for residents that reside in the area.

**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 as Council is already providing this service, however, if additional services / permits are requested consideration will need to be given to additional staff time, printing costs and enforcement measures.

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

Where required officers may consult with residents and other permit holders prior to issuing new permits in order to determine if there are any objections to additional permits being issued or if allowing additional permits will cause a hindrance to other road users.

**2. Other Stakeholders**

Where required the Community Safety Department will liaise with other relevant Council departments to determine if there are any objections to permits being issued or if allowing permits will cause a hindrance to other road users.

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

Providing discretionary commercial rate-payer parking permits aims to design a framework to manage parking in built up and congested streets and promote a safe, accessible and sustainable road and parking environment for all users.

The owners of businesses or commercial properties may apply for discretionary commercial rate-payer parking permits, these permits may be issued at the discretion of Council Officers who must consider the following prior to approving the permit:

**13.2 Response to 2018/NOM59 - Discretionary provision of commercial rate-payer parking permits****Executive Summary**

- The availability of parking in the area that is being requested by the applicant
- The commercial need for the permit
- The amount of permits already issued in the area that is being requested by the applicant
- Any associated costs that may be incurred for additional signage or increased enforcement
- The ability for the applicant to park in alternative locations

**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

Whilst there is no direct legal responsibility to provide these permits, providing the service is of benefit to commercial operators and assists with the availability of parking in built up congested areas.

Policy Impacts

There is no anticipated policy impacts as Council already provide this service.

Officer's Declaration of Interests

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

**Risk Mitigation**

Council's current position and existing guidelines strengthen access and equity for resident rate payers, tenants and commercial operators to access parking in built up and congested areas whilst reducing the risk of improper use and illegal parking.

**Conclusion**

Commercial operators are able to request parking permits. Council provides discretionary commercial parking permits across the Municipality where there is a demonstrated need for the permit and officers assess each application on its own merit.

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**ATTACHMENTS**

Attachment A: ➡ Residential Parking Permits (*Under Separate Cover*)

Attachment B: ➡ Commercial Parking Permits (*Under Separate Cover*)

**Executive Summary****13.3 Response to 2018/NOM44 - Green Space in the CAD**

*Enquiries: (Martin Poole: 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 response to 2018/NOM44 – Green Space in the CAD

**Recommendation (Director Corporate Development)**

That:

1. Receives and notes the report.
2. Supports the utilisation of the open space development assessment tool as outlined in the Open Space Strategy 2016-2036, to evaluate land suitability in respect of potential new open space.

**Key Points / Issues**

1. At its meeting on 2 July 2018, Council adopted the following Notice of Motion (NOM):  
*“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”. A copy of NOM44 is contained in Attachment A.*
2. Generally “green space” is taken to mean public open space consistent with the definition provided in the Open Space Strategy 2016-2036, adopted by Council in June 2016. This defines public open space as:  
*“land set aside as an open space for leisure and nature conservation, including parks, gardens and reserves, waterways and other spaces in public ownership (either Council or State Government). It also includes land owned and managed by public authorities that is reserved primarily for infrastructure (eg. water supply, drainage or flood management), but used as public open space, which is therefore unlikely to be sold for other purposes.”*
3. From a property perspective, public open space means land parcels that are set aside as Reserves on title (eg. Reserve 1 on PS 12345), as distinct from a lot on a plan (eg. Lot 1 PS12345), or, land which is zoned as a Public Park and Recreation zone under the Frankston Planning Scheme.
4. For the purposes of this report, “green space” is referred to as public open space and generally has the same meaning as in the Open Space Strategy. It includes land in respect of which Council is the registered proprietor, and Crown land over which Council is the appointed the Committee of Management. It does not include land owned by service authorities.

**13.3 Response to 2018/NOM44 - Green Space in the CAD****Executive Summary**

5. Details of land holdings within the Frankston Metropolitan Activity Centre (FMAC) have also been included, to provide Council with a broader picture of its land holdings.

**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**

Planning and Environment and Frankston Revitalisation

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

The plan at Attachment B shows all Council owned land within the CAD and FMAC, and identifies the land by its current primary use. This includes car parks, buildings for various municipal uses, and public open space.

Existing public open space within the CAD owned by Council is limited to the Evelyn Reserve, as can be seen from the table below. Evelyn Reserve is not considered to be in an ideal location, and enjoys limited public use.

The FMAC includes additional land identified as public open space, though it is noted that many of these are under a lease or licence agreement to a sporting and/or community group, or, whilst are considered public open space, have an alternative primary use, such as for drainage purposes (eg. a retarding basin).

Attachment B Map 1 Reference	Land status (Council/Crown)	Land	Location (CAD/FMAC)	Primary Use
1	Council	Evelyn Reserve	CAD	Passive recreation
2	Council	Keys Street	CAD	Building (vacant)

## 13.3 Response to 2018/NOM44 - Green Space in the CAD

**Executive Summary**

Attachment B Map 1 Reference	Land status (Council/Crown)	Land	Location (CAD/FMAC)	Primary Use
3	Council	Olsen Lane	CAD	Building (in part - leased to Bayside Shopping Centre)
4	Council	Davey Street	CAD	Building (Frankston Arts Centre)
5	Council	Davey Street	CAD	Building (Communities & Aged Care)
6	Both	Young & Davey Street	CAD	Building (Civic Centre)
7	Council	Young Street (former law courts)	CAD	Car Park (at grade)
8	Council	Young Street (former Sherlock & Hay site)	CAD	Car Park (at grade)
9	Council	Cranbourne Road (adjacent railway station)	CAD	Car Park (at grade)
10	Council	Quality Street (adjacent PARC)	CAD	Car Park (at grade)
11	Council	Plowman Place (adjacent Mechanics Hall)	CAD	Car Park (at grade)
12	Council	Frankston House	CAD	Car Park (at grade - basement of building)
19	Council	Smyth Street (adjacent TAFE)	CAD	Car Parking spaces (licensed to Chisholm Institute of TAFE)
13	Both	Kananook Creek Reserve	FMAC	Passive recreation
14	Council	O'Grady Reserve	FMAC	Recreation
15	Council	Joy Street Reserve	FMAC	Community Garden
16	Council	Ebdale Reserve	FMAC	Retarding basin
17	Council	Ebdale Hub	FMAC	Building (Community Hub & Learning Centre)
18	Council	Beach Street	FMAC	Building (Community Support)
15	Council	Joy Street	FMAC	Building (Maternal & Child Health & Kindergarten)

Crown land managed by Council within the CAD and FMAC is shown on the plan at Attachment C.

Attachment C Map 2 Reference	Land status (Council/Crown)	Land	Location (CAD/FMAC)	Primary Use
20	Crown	Samuel Sherlock Reserve	CAD	Active recreation (PARC & Skate park)
21	Crown	Frankston Foreshore Reserve	Both	Recreation (includes foreshore buildings)
13	Both	Kananook Creek Reserve	Both	Passive recreation
6	Both	Young & Davey Street	CAD	Building (Civic Centre)
29	Crown	Plowman Place	CAD	Building (Mechanics Hall)
22	Crown	Frankston Park	FMAC	Active recreation (includes Function centre)
23	Crown	Beauty Park	FMAC	Passive recreation

## 13.3 Response to 2018/NOM44 - Green Space in the CAD

**Executive Summary**

Attachment C Map 2 Reference	Land status (Council/Crown)	Land	Location (CAD/FMAC)	Primary Use
24	Crown	Frankston Croquet Club	FMAC	Active recreation
25	Crown	City of Frankston Bowling Club	FMAC	Active recreation
26	Crown	George Pentland Gardens	FMAC	Conservation
27	Crown	Victoria Park	FMAC	Retarding basin
28	Crown	Frankston Memorial Park	FMAC	Cemetery

Improvements to Public Open Space

Generally speaking, improvements to public open space are guided by an overarching piece of strategic work, policy or master plan. Such documents are usually the result of extensive community and officer consultation, enabling the current and future needs and wishes of the community to be appropriately considered and determined. Improvements are then prioritised and scheduled in Council's rolling Capital Works Programme (CWP). It is noted that "improvements" covers a very broad range of items and includes but is not limited to lighting and path upgrades; the provision of picnic/BBQ facilities and shade/shelters; playgrounds; landscaping; and sporting equipment, depending on the nature and primary use of the public open space.

A number of improvements to public open space (parks, open space and streetscapes) located within the CAD and FMAC were approved in the CWP 2018/2019 budget, and include, but are not limited to:

Capital Works	Budgeted Cost (as adopted)	Location (CAD/FMAC)
Open Space Renewal Programme	\$250,000	Both
Foreshore Pedestrian Trails and Beach Entrances Renewal Programme	\$50,000	Both
Evelyn Street stage 3 streetscape	\$30,000	CAD
Frankston Park Oval Lighting	\$2,500,000	FMAC
Frankston Waterfront Playground	\$650,000	CAD

In addition, Council's Open Space unit is currently assessing options for a "Green Wall" on the northern and western façade of the Civic Centre, as part of green infrastructure options for Frankston to become a leader in green initiatives. Council has also recently supported the further development of the Urban Forest Action Plan, which will establish key actions and requirements for the provision of green infrastructure in new developments within the FMAC. Concept plans for Clyde Mall and Ross Smith Avenue East are also being developed for Council consideration in December 2018, with works planned for mid 2019. The recommended improvements will transform Clyde Mall as a high profile pedestrian friendly mall with character consistent with other recent streetscape projects in Frankston. Amenity will be enhanced in a paving upgrade and the inclusion of seating, lighting, CCTV, trees and low planting.

Further overarching strategic work and recommendations relevant to this report are listed below under Policy Impacts.

Additional Public Open Space

The majority of existing public open space within the CAD and FMAC is managed by Council on behalf of State Government.

**13.3 Response to 2018/NOM44 - Green Space in the CAD****Executive Summary**

The acquisition of additional land by Council for this purpose within the wider municipality has generally already been identified. This may have occurred through historical strategic work during the planned growth of an area. For example, the Carrum Downs Outline Development Plan (ODP) requires public open space of an area above that required by the *Subdivisions Act 1988* to be provided to Council, on the subdivision of certain land parcels.

Alternatively, land may have been placed under a Public Acquisition Overlay (PAO) to be acquired by Council under a compulsory process, demonstrating a specific current or future need in respect of the land.

There is currently no land within the CAD or FMAC subject to a PAO for the purposes of public open space that has not already been acquired by Council.

The acquisition of land under a compulsory process can be legally complicated, and ought to be considered in the context of both capital works priorities, and ongoing strategic work.

For example, Council's Strategic Planning unit are currently reviewing Public Open Space Contribution Rates for new subdivision developments to address the increasing demand and use of public open space throughout the municipality.

Officers are currently preparing an overarching property strategy for Council's consideration. This strategy will be used to help inform and guide the overall management of Council's property portfolio.

**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

Council owned land is able to be improved subject to obtaining any required statutory approvals, such as a Town Planning Permit (*Planning and Environment Act 1987*), or a Building Permit (*Building Act 1993*).

Pursuant to s.15 of the *Crown Land (Reserves) Act 1978*, Council as the appointed Committee of Management is required to "*manage improve and maintain and control the land for the purposes for which it is reserved*". The majority of works undertaken on Crown land still requires approval from the Department of Environment, Land, Water and Planning.

Pursuant to s.192 of the *Local Government Act 1989* (the *Act*), if Council acquires land for a particular purpose, it may use the land for another purpose if it is satisfied that:

- the land is not required by Council for the purpose for which it is acquired; or
- it is no longer necessary or desirable to use the land for the purpose for which it was acquired.

In the event Council wishes to make such a determination, public notice of the intended change of use is required to be given subject to s.223 of the *Act*.

Council has the power to compulsorily acquire property under the *Land Acquisition and Compensation Act 1986*.

Policy Impacts

- Frankston Metropolitan Activity Centre (FMAC) Structure Plan adopted May 2015.

**13.3 Response to 2018/NOM44 - Green Space in the CAD****Executive Summary**

The FMAC Structure Plan outlines a 20 year vision and plan for the renewal and revitalisation of the FMAC, and includes the preferred open space and streetscape network.

Relevant to this report, the associated Action Plan items for the CAD and FMAC are:

- High quality open space near the Frankston Station (Action 1) (CAD)
  - Improvements to the key boulevards (Action 2) (CAD)
  - Improvements to the Ebdale Reserve (Action 9) (FMAC)
  - Improvements to the Kananook Creek Reserve (Action 13) (FAMAC)
  - Improving attractions on the Foreshore (Action 20) (CAD)
- Open Space Strategy 2016-2036 adopted June 2016.

The Open Space Strategy assists to set the direction for Council decision making about allocating resources to effectively manage open space for the next 20 years, while supporting Councils commitment to creating a liveable, sustainable and well planned city. The visions for open space is to achieve a *“green, safe, diverse and connected network of resilient open spaces that contributes to Frankston’s identity biodiversity value and promotes active and healthy lifestyles now and into the future”*.

Recommendations for improvements/upgrades to existing public open space and new public open space opportunities for the broader municipality are summarised at page 52 and 53 of the Open Space Strategy.

Improvements to public open space within the CAD and FMAC are listed in the association Action Plan and include but are not limited to:

Open Space Improvements/Upgrades Recommendations	Forecast 20 Year Funding	Location (CAD/FMAC)	Priority
Complete Long Island Development Plan (foreshore and Kananook Creek)	\$1,6000,000	Both	1
Upgrade pedestrian and cycling paths in accordance with path development and open space walking priorities (Frankston)	\$1,107,602	Both	9
Implement George Pentland Botanic Gardens Master plan	\$1,506,200	FMAC	19
Develop a Nepean Highway Boulevard Plan in line with the FMAC Structure Plan	\$8,200,000	CAD	29
Implement the Frankston Park Master plan	\$833,062	FMAC	46

This strategy also recommends utilisation of the open space development assessment tool to evaluate land suitability in respect of new open space.

Further work on the identification of additional land suitable for potential future acquisition for the purposes of open space, is recommended.

It is noted that there is no current recommendation for new open space within the CAD, though the area within the FMAC north of Beach Street has been identified as an areas for unstructured recreation and play to support future populations and workers.

Other relevant polices/documents include:

**13.3 Response to 2018/NOM44 - Green Space in the CAD****Executive Summary**

- Frankston City Council Plan 2017/2021 (adopted May 2017)
- FMAC Streetscape Palette (adopted 2016)
- Building Asset Management Plan (adopted 2016)
- FMAC Structure Plan 2015 (adopted 2015)
- Asset Management Policy (adopted 2013)
- Local Area Plans

It is noted that in May 2018, the Executive Management Team, along with all Managers and Coordinators commenced work on the Local Area Plan Review. The aim of this Council wide project is to review existing infrastructure in reserves and parks across the Frankston municipality, and to assess whether the infrastructure distribution is equitable; sufficient to encourage social inclusion; community wellbeing, and a good life for all residents.

The review is anticipated to be reported to Council shortly, and considers broader relevant strategic work, including but not limited to Council's advocacy priorities; the draft Green Wedge Management Plan; the Paths Development Plan; the Bicycle strategy, and the Carbon Neutral Action Plan etc.

**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 in Council receiving and considering the report.

**Conclusion**

The only the "green space" with the CAD owned by Council is the Evelyn Reserve. The FMAC contains additional public open space which is managed by Council on behalf of the Department of Environment, Land, Water and Planning.

Further work on the identification of additional land suitable for potential future acquisition for the purposes of open space, in accordance with the criteria outlined in the Open Space Strategy is recommended.

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**ATTACHMENTS**

- Attachment A: [↓](#) Copy Notice of Motion - Green Space in the CAD  
Attachment B: [↓](#) Council owned Land within the FMAC  
Attachment C: [↓](#) Crown land managed by Council within the FMAC

ORDINARY MEETING MINUTES

45

02 July 2018  
2018/OM8**14.5 2018/NOM44 - Green Space in the CAD***(MT Chief Executive Office)***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**

For the Motion: Crs Aitken, Bolam, Hampton, Mayer, McCormack, O'Reilly and Toms

Against the Motion: Nil

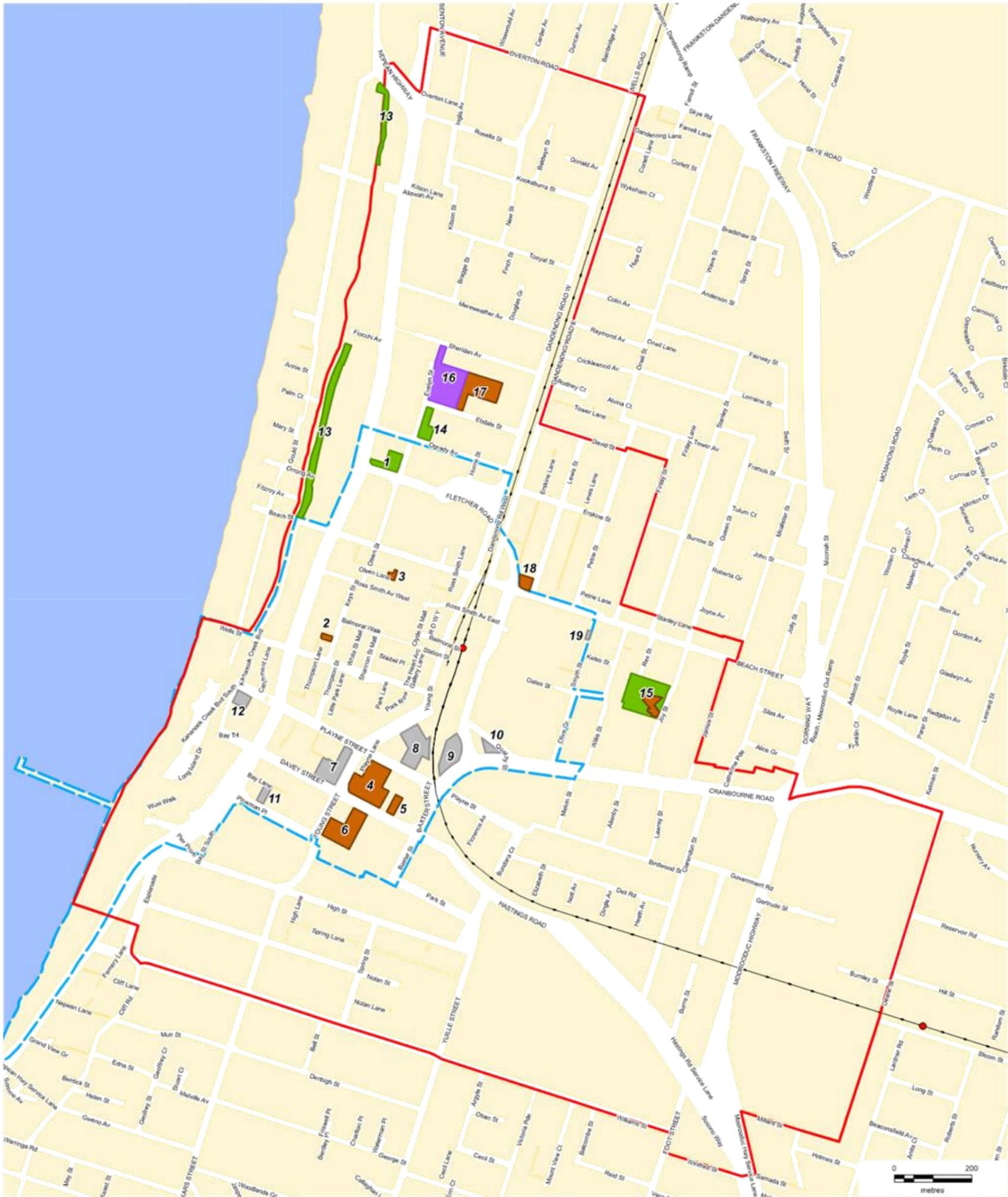
Abstained: Cr Cunial

Chairperson's initials



# Frankston City Council

## Council Owned Land in the FMAC



<b>Boundaries</b>	<b>Infrastructure - Railway</b>
CAA	Railway Station
FMAC	Railway Line
<b>Property</b>	<b>Council Owned</b>
Property	Building
	Car Park
	Reserve
	Retarding basin

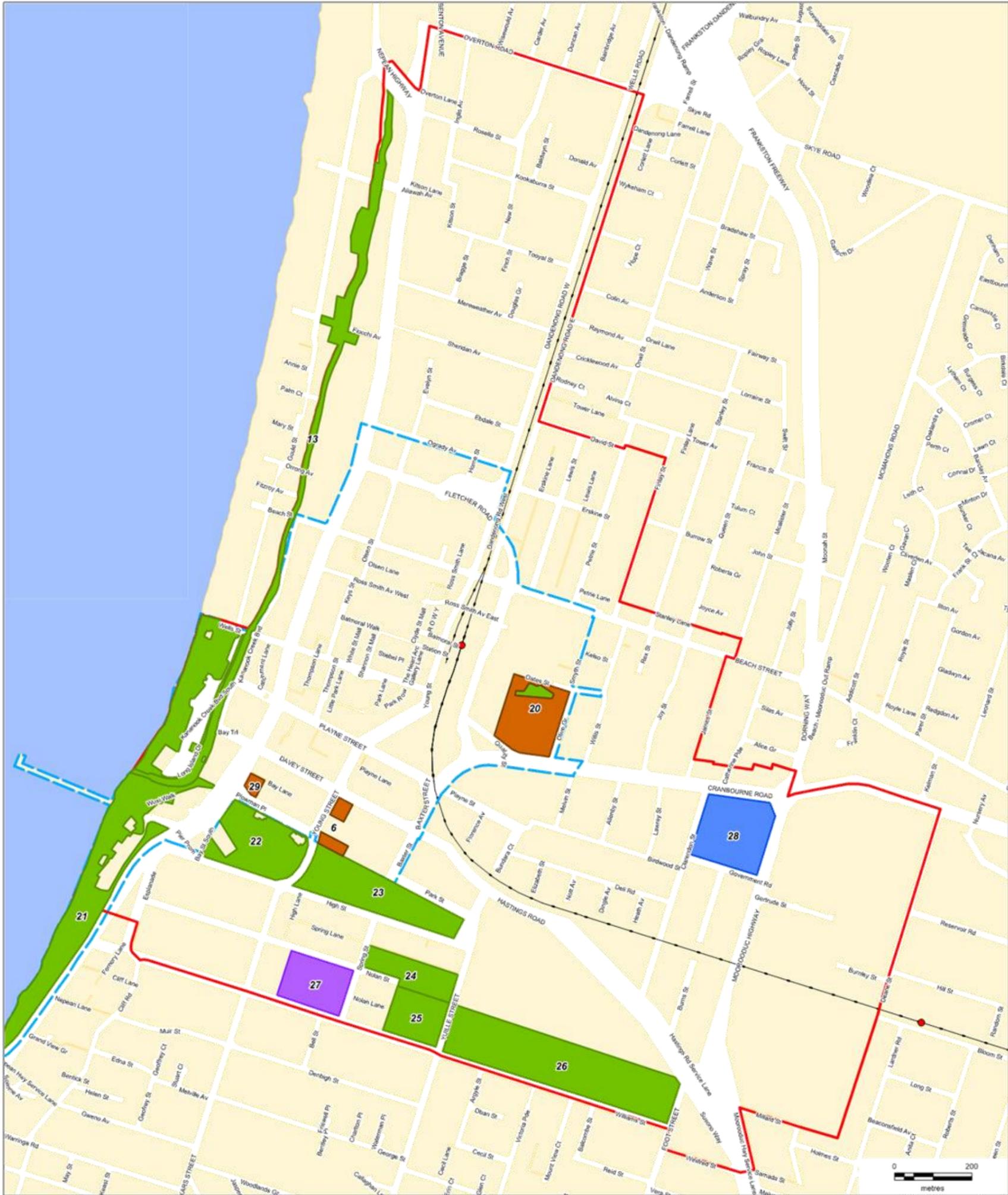
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# Frankston City Council

## Crown Land Managed by Council in the FMAC



- |                   |                                 |
|-------------------|---------------------------------|
| <b>Boundaries</b> | <b>Infrastructure - Railway</b> |
| CAA               | Railway Station                 |
| FMAC              | Railway Line                    |
| <b>Property</b>   | <b>Crown Land</b>               |
| Property          | Building                        |
|                   | Cemetery                        |
|                   | Reserve                         |
|                   | Retarding basin                 |

Printed: 24/10/2018



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**14.1 2018/NOM65 - Peninsula Link**

On 5 November 2018 Councillor Bolam gave notice of his intention to move the following motion:

That Council writes to Southern Way Pty Ltd and Lendlease Operations who are the relevant authority about the poor state and seemingly lack of maintenance of road bridges and pedestrian overpass bridges throughout the Peninsula Link Freeway. Identified issues range from graffiti, vandalism, substandard installation works and general wear and tear.

Furthermore, Council is to register concern about dumped rubbish on land adjoining the Peninsula Link, beyond its main roadways, where displaced ecosystems were relocated to make way for the Peninsula Link development (i.e. Pobblebonk Reserve).

**COMMENTS BY DIRECTOR COMMUNITY ASSETS**

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
4. Is the NoM capable of being implemented?	YES Requires letters to be written seeking improvements.
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?	YES
6. Is the NoM within the powers of a municipal Council?	YES The letter can be drafted by Council however responsibility for action rests with landowner or authority
7. Is the NoM free from overlap with matters for which the State and/or Federal Government are responsible?	YES The road is managed by a private company on behalf of the state Government
8. Is the NoM consistent with all relevant legislation?	YES
9. Is the NoM consistent with existing Council or State policy or position?	YES
10. Is the NoM consistent with Council's adopted strategic plan?	YES

## 14.1 2018/NOM65 - Peninsula Link

Question for Consideration	
11. Can the NoM be implemented without diversion of existing resources?	<b>YES</b> Letter can drafted and sent using existing resources
12. Can the NoM be implemented without diversion of allocated Council funds?	<b>YES</b> Letter can drafted and sent using existing resources
13. Are funds available in the adopted budget to implement the NoM?	<b>YES</b> Letter can drafted and sent using existing resources
14. What is the estimated cost of implementing the NoM?	<b>YES / NO</b> Year 1: \$Nil Recurring: \$ Comments: if applicable

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**ATTACHMENTS**

Nil

**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 Minutes of the Frankston Arts Board - 23 October 2018**

Agenda Item C.1 Minutes of the Frankston Arts Board - 23 October 2018 is designated confidential as it relates to contractual matters (s89 2d)

**C.2 Issuing Frankston City Business Grants 2018-2019**

Agenda Item C.2 Issuing Frankston City Business Grants 2018-2019 is designated confidential as it relates to contractual matters (s89 2d)

**C.3 Proposed Recipients for Citizen, Young Citizen, Senior Citizen and Community Event of the Year Awards for 2019**

Agenda Item C.3 Proposed Recipients for Citizen, Young Citizen, Senior Citizen and Community Event of the Year Awards for 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 Award of Contract 2018/19-32 - McClelland Reserve Car Park, Frankston North**

Agenda Item C.4 Award of Contract 2018/19-32 - McClelland Reserve Car Park, Frankston North is designated confidential as it relates to contractual matters (s89 2d)

**C.5 Award of Construction Contract - 2018/19-20 Frankston Arts Centre Refurbishment and Upgrade Works**

Agenda Item C.5 Award of Construction Contract - 2018/19-20 Frankston Arts Centre Refurbishment and Upgrade Works is designated confidential as it relates to contractual matters (s89 2d)

**C.6 Execution of Deed of Variation of Facilities Mangement Contract- Authorisation of affixing common seal**

Agenda Item C.6 Execution of Deed of Variation of Facilities Mangement Contract- Authorisation of affixing common seal is designated confidential as it relates to contractual matters (s89 2d)

**C.7 Award of Contract 2018/19-18 - Overport Park Sports Pavilion Redevelopment**

Agenda Item C.7 Award of Contract 2018/19-18 - Overport Park Sports Pavilion Redevelopment is designated confidential as it relates to contractual matters (s89 2d)

**C.8 Award of Consultancy Contract - Contract 2018/19-9 Jubilee Park Indoor Stadium Design Services**

Agenda Item C.8 Award of Consultancy Contract - Contract 2018/19-9 Jubilee Park Indoor Stadium Design Services is designated confidential as it relates to contractual matters (s89 2d)

**C.9 Kerbside Collection Contract**

Agenda Item C.9 Kerbside Collection Contract is designated confidential as it relates to contractual matters (s89 2d)

**C.10 Response to 2018/NOM61 - Proposal for laneway from Stiebel Place to Frankston Train Station**

Agenda Item C.10 Response to 2018/NOM61 - Proposal for laneway from Stiebel Place to Frankston Train Station 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.11 Community Kinders Plus, Placed Based Kindergarten Early Years Manager - Request seeking urgent funding assistance**

Agenda Item C.10 Response to 2018/NOM61 - Proposal for laneway from Stiebel Place to Frankston Train Station 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):



.....  
Signed by the CEO