



# **FRANKSTON CITY COUNCIL**

## **COUNCIL MEETING SUPPORTING INFORMATION**

**2021/CM11  
28 JUNE 2021**



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## **Consideration of Reports of Officers**

### **INSTRUMENT OF DELEGATION S6 FROM COUNCIL TO MEMBERS OF COUNCIL STAFF**

#### **Marked Up S6 Instrument of Delegation - Council to Members of Council Staff**

**Meeting Date: 28 June 2021**

**Attachment: A**





## Frankston City Council

### S6. Instrument of Delegation

**Council  
to  
Members of Staff**

Blue = New

Green = Change

RED = Remove/Delete

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## Instrument of Delegation

In exercise of the power conferred by legislation referred to in the attached Schedule, the Council:

1. delegates each duty and/or function and/or power described in column 1 of the Schedule (and summarised in column 2 of the Schedule) to the member of Council staff holding, acting in or performing the duties of the office or position described opposite each such duty and/or function and/or power in column 3 of the Schedule;
2. records that references in the Schedule are as follow:

CWLA	means	Capital Works Landscape Architect
CWPM	means	Capital Works Project Manager
CWSPM	means	Capital Works Senior Project Manager
CemO	means	Cemetery Officer
CEO	means	Chief Executive Officer
CFO	means	Chief Financial Officer
CWME	means	Civil Works Maintenance Engineer
CS	means	Construction Supervisor
CAP	means	Coordinator Asset Planning
CBP	means	Coordinator Business Partnering
CCW	means	Coordinator City Works
CCI	means	Coordinator Civil Infrastructure
CSC	means	Coordinator Compliance and Safety
CES	means	Coordinator Engineering Services
EHC	means	Coordinator Environmental Health
COS	means	Coordinator Open Spaces
CPV	means	Coordinator Parks Vegetation
CPS	means	Coordinator Payroll Services
CPM	means	Coordinator Property Management
CP	means	Coordinator Prosecutions
CSP	means	Coordinator Social Policy
<del>CSP</del>	<del>Means</del>	<del>Coordinator Social Policy and Planning</del>
CStP	means	Coordinator Strategic Planning
DMBS	means	Deputy Municipal Building Surveyor
DBIC	means	Director Business Innovation and Culture
DComm	means	Director Communities
DCA	means	Director Community Assets
DIO	means	Director Infrastructure and Operations
EHO	means	Environmental Health Officers
EHT	means	Environmental Health Technician
GBSO	means	Governance Business Support Officer
GC	means	Governance Coordinator
GO	means	Governance Officer
HRBP	means	Human Resource Business Partnering
MPPR	means	Manager Procurement Property & Risk
MCWD	means	Manager Capital Works Delivery
CSM	means	Manager Community Safety
MES	means	Manager Engineering Services
MFCP	means	Manager Financial Corporate Planning
MGI	means	Manager Governance and Information
MPC	means	Manager People and Culture
MCF	means	Manager City Futures
<del>MPPES</del>	<del>Means</del>	<del>Manager Policy Planning and Environmental Strategies</del>
MSP	means	Manager Statutory Planning

MSA	means	Manager Sustainable Assets
MBS	means	Municipal Building Surveyor
MFPO	means	Municipal Fire Prevention Officer
OSMO	means	Open Space Maintenance Officer
OPM	means	Operations Manager
PIO	means	Planning Investigations Officer
PPIO	means	Planning Prosecutions Investigations Officer
PLSP	means	Practice Leader Statutory Planning
PLA	means	Principal Legal Advisor
PO	means	Prosecutions Officer
SLH	means	Section Leader Horticulture
SBS	means	Senior Building Surveyor
SEHO	means	Senior Environmental Health Officer
SGO	means	Senior Governance Officer
SSP	means	Senior Statutory Planner
SSTRP	means	Senior Strategic Planner
StatP	means	Statutory Planner
SPC	means	Statutory Planning Co-ordinator
SPTO	means	Statutory Planning Technical Officer
SIS	means	Strategic Infrastructure Specialist
StrP	means	Strategic Planner
SUBO	means	Subdivisions Officer
TLCWH	means	Team Leader CAA Waterfront Horticulture
TLC	means	Team Leader Cemetery
TLG	means	Team Leader Governance
TLRFH	means	Team Leader Roadside and Facility Horticulture
TLSP	means	Team Leader Statutory Planning
TLSPS	means	Team Leader Statutory Planning Support

3. records that on the coming into force of this Instrument of Delegation from Council to Council Members of Staff each delegation under the instrument dated 31 May 2021 is revoked.
4. declares that:
  - 4.1 this Instrument of Delegation is authorised by a resolution of Council passed on the 28 June 2021; and
  - 4.2 the delegation:
    - 4.2.1 comes into force immediately the common seal of Council is affixed to this Instrument of Delegation;
    - 4.2.2 remains in force until Council resolves to vary or revoke it;
    - 4.2.3 is subject to any conditions and limitations set out in sub-paragraph 4.3 and the Schedule; and
    - 4.2.4 must be exercised in accordance with any guidelines or policies, which Council from time to time adopts;
  - 4.3 the delegate must not determine the issue, take the action or do the act or thing:
    - 4.3.1 if the issue, action, act or thing is an issue, act or thing which Council has previously designated as an issue, act or thing which must be the subject of a Resolution of Council; or

- 4.3.2 if the determining of the issue, taking of the action or doing of the act or thing would or would be likely to involve a decision which is inconsistent with a
- (a) policy; or
  - (b) strategy
  - (c) adopted by Council; or
- 4.3.3 if the determining of the issue, the taking of the action or the doing of the act or thing cannot be the subject of a lawful delegation,; or
- 4.3.4 the determining of the issue, the taking of the action or the doing of the act or thing is already the subject of an exclusive delegation to another member of Council staff.

THE COMMON SEAL of )

FRANKSTON CITY COUNCIL )

was affixed in the presence of: )

Councillor \_\_\_\_\_

Chief Executive Officer \_\_\_\_\_

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## Schedule

## S6 Instrument of Delegation - Members of Staff

Cemeteries and Crematoria Act 2003			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 8(1)(a)(ii)	Power to manage one or more public cemeteries	CFO , MGI	Where Council is a Class B cemetery trust
s 12(1)	Function to properly and efficiently manage and maintain each public cemetery for which responsible and carry out any other function conferred under this Act	CemO, CFO , CPV, DIO, GBSO, GC, GO, MGI, OPM, SGO, SLH, TLC, TLCWH, TLG, TLRFH	Where Council is a Class B cemetery trust
s 12(2)	Duty to have regard to the matters set out in paragraphs (a ) - (c) in exercising its functions	CFO , GC, MGI	Where Council is a Class B cemetery trust
s 13	Duty to do anything necessary or convenient to enable it to carry out its functions	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 14	Power to manage multiple public cemeteries as if they are one cemetery.	CFO , MGI	
s 15(1) and (2)	Power to delegate powers or functions other than those listed	CFO , GC, MGI	
s 15(4)	Duty to keep records of delegations	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	



Cemeteries and Crematoria Act 2003			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 17(1)	Power to employ any persons necessary	CFO, DIO, MGI, OPM	
s 17(2)	Power to engage any professional, technical or other assistance considered necessary	CemO, CFO , CPV, DIO, GBSO, GC, GO, MGI, OPM, SGO, SLH, TLC, TLCWH, TLG, TLRFH	
s 17(3)	Power to determine the terms and conditions of employment or engagement	CFO , DBIC, DIO, MGI, MPC, OPM	Subject to any guidelines or directions of the Secretary
s 18(3)	Duty to comply with a direction from the Secretary	CemO, CFO , DIO, GBSO, GC, GO, MGI, OPM, SGO, TLC, TLG	
s 19	Power to carry out or permit the carrying out of works	CemO, CFO , CPV, DIO, GBSO, GC, GO, MGI, OPM, SGO, SLH, TLC, TLCWH, TLG, TLRFH	
s 20(1)	Duty to set aside areas for the interment of human remains	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 20(2)	Power to set aside areas for the purposes of managing a public cemetery	CFO , MGI	

Cemeteries and Crematoria Act 2003			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 20(3)	Power to set aside areas for those things in paragraphs (a) - (e)	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 24(2)	Power to apply to the Secretary for approval to alter the existing distribution of land	CFO , MGI	
s 36	Power to grant licences to enter and use part of the land or building in a public cemetery in accordance with s 36	CFO , DIO, MGI, OPM	Subject to the approval of the Minister
s 37	Power to grant leases over land in a public cemetery in accordance with s 37	To be retained by Council	Subject to the Minister approving the purpose
s 40	Duty to notify Secretary of fees and charges fixed under s 39	CemO, CFO , GC, MGI, SGO, TLC, TLG	
s 47	Power to pay a contribution toward the cost of the construction and maintenance of any private street adjoining or abutting a cemetery	To be retained by Council	Provided the street was constructed pursuant to the Local Government Act 1989
s 57(1)	Duty to submit a report to the Secretary every financial year in respect of powers and functions under the Act	CemO, CFO , GC, MGI, SGO, TLC, TLG	Report must contain the particulars listed in s 57(2)

Cemeteries and Crematoria Act 2003			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 59	Duty to keep records for each public cemetery	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 60(1)	Duty to make information in records available to the public for historical or research purposes	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 60(2)	Power to charge fees for providing information	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 64(4)	Duty to comply with a direction from the Secretary under s 64(3)	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 64B(d)	Power to permit interments at a reopened cemetery	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 66(1)	Power to apply to the Minister for approval to convert the cemetery, or part of it, to a historic cemetery park	CFO , GC, MGI	The application must include the requirements listed in s 66(2)(a)-(d)
s 69	Duty to take reasonable steps to notify of conversion to historic cemetery park	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	

Cemeteries and Crematoria Act 2003			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 70(1)	Duty to prepare plan of existing places of interment and make a record of any inscriptions on memorials which are to be removed	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 70(2)	Duty to make plans of existing place of interment available to the public	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 71(1)	Power to remove any memorials or other structures in an area to which an approval to convert applies	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 71(2)	Power to dispose of any memorial or other structure removed	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 72(2)	Duty to comply with request received under s 72	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 73(1)	Power to grant a right of interment	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 73(2)	Power to impose conditions on the right of interment	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	

Cemeteries and Crematoria Act 2003			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 75	Power to grant the rights of interment set out in s 75(a) and (b)	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 76(3)	Duty to allocate a piece of interment if an unallocated right is granted	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 77(4)	Power to authorise and impose terms and conditions on the removal of cremated human remains or body parts from the place of interment on application	CFO , MGI	
s 80(1)	Function of receiving notification and payment of transfer of right of interment	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 80(2)	Function of recording transfer of right of interment	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 82(2)	Duty to pay refund on the surrender of an unexercised right of interment	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 83(2)	Duty to pay refund on the surrender of an unexercised right of interment (sole holder)	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	

Cemeteries and Crematoria Act 2003			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 83(3)	Power to remove any memorial and grant another right of interment for a surrendered right of interment	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 84(1)	Function of receiving notice of surrendering an entitlement to a right of interment	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	
s.85(1)	Duty to notify holder of 25 year right of interment of expiration at least 12 months before expiry	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	The notice must be in writing and contain the requirements listed in s 85(2)
s 85(2)(b)	Duty to notify holder of 25 year right of interment of expiration of right at least 12 months before expiry	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	Does not apply where right of interment relates to remains of a deceased veteran.
85(2)(c)	Power to leave interred cremated remains undistributed in perpetuity and convert right of interment to perpetual right of interment or;  remove interred remains and re-inter at another location within cemetery grounds and remove any memorial at that place and re-establish at new or equivalent location.	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	May only be exercised where right of interment relates to cremated human remains of a deceased identified veteran, if right of interment is not extended or converted to a perpetual right of interment

Cemeteries and Crematoria Act 2003			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 86	Power to remove and dispose of cremated human remains and remove any memorial if no action taken by right holder within time specified	CemO, CFO, GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 86(2)	Power to leave interred cremated human remains undisturbed or convert the right of interment to a perpetual right of interment	CemO, CFO, GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 86(3)(a)	Power to leave interred cremated human remains undisturbed in perpetuity and convert the right of interment to a perpetual right of interment	CemO, CFO, GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 86(3)(b)	Power to remove interred cremated human remains and take further action in accordance with s 86(3)(b)	CemO, CFO, GBSO, GC, GO, MGI, SGO, TLC, TLG	
s.86(4)	power to take action under s.86(4) relating to removing and re-interring cremated human remains	CemO, CFO, GBSO, GC, GO, MGI, SGO, TLC, TLG	
s.86(5)	duty to provide notification before taking action under s.86(4)	CemO, CFO, GBSO, GC, GO, MGI, SGO, TLC, TLG	

Cemeteries and Crematoria Act 2003			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 86A	Duty to maintain place of interment and any memorial at place of interment, if action taken under s 86(3)	CemO, CFO, GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 87(3)	Duty, if requested, to extend the right for a further 25 years or convert the right to a perpetual right of interment	CemO, CFO, GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 88	Function to receive applications to carry out a lift and re-position procedure at a place of interment	CemO, CFO, GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 91(1)	Power to cancel a right of interment in accordance with s 91	CemO, CFO, GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 91(3)	Duty to publish notice of intention to cancel right of interment	CemO, CFO, GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 92	Power to pay refund or grant a right of interment in respect of another place of interment to the previous holder of the cancelled right of interment	CemO, CFO, GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 98(1)	Function of receiving application to establish or alter a memorial or a place of interment	CemO, CFO, GBSO, GC, GO, MGI, SGO, TLC, TLG	



Cemeteries and Crematoria Act 2003			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 99	Power to approve or refuse an application made under s 98, or to cancel an approval	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 99(4)	Duty to make a decision on an application under s 98 within 45 days after receipt of the application or within 45 days of receiving further information where requested	CemO, CFO , GBSO, GC, MGI, SGO, TLC, TLG	
s 100(1)	Power to require a person to remove memorials or places of interment	CemO, CFO, GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 100(2)	Power to remove and dispose a memorial or place of interment or remedy a person's failure to comply with s 100(1)	CemO, CFO , GBSO, GC, MGI, SGO, TLC, TLG	
s 100(3)	Power to recover costs of taking action under s 100(2)	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 101	Function of receiving applications to establish or alter a building for ceremonies in the cemetery	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 102(1)	Power to approve or refuse an application under section 101, if satisfied of the matters in (b) and (c)	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	

Cemeteries and Crematoria Act 2003			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 102(2) & (3)	Power to set terms and conditions in respect of, or to cancel, an approval granted under s 102(1)	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 103(1)	Power to require a person to remove a building for ceremonies	CFO , DIO, MGI, OPM	
s 103(2)	Power to remove and dispose of a building for ceremonies or remedy the failure to comply with s 103(1)	CFO , DIO, MGI, OPM	
s 103(3)	Power to recover costs of taking action under s 103(2)	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 106(1)	Power to require the holder of the right of interment of the requirement to make the memorial or place of interment safe and proper or carry out specified repairs	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 106(2)	Power to require the holder of the right of interment to provide for an examination	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 106(3)	Power to open and examine the place of interment if s 106(2) not complied with	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	

Cemeteries and Crematoria Act 2003			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 106(4)	Power to repair or - with the approval of the Secretary - take down, remove and dispose any memorial or place of interment if notice under s 106(1) is not complied with	CemO, CFO GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 107(1)	Power to require person responsible to make the building for ceremonies safe and proper or carry out specified repairs	CFO , MGI	
s 107(2)	Power to repair or take down, remove and dispose any building for ceremonies if notice under s 107(1) is not complied with	CFO , MGI	
s 108	Power to recover costs and expenses	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 109(1)(a)	Power to open, examine and repair a place of interment	CFO , MGI	Where the holder of right of interment or responsible person cannot be found
s 109(1)(b)	Power to repair a memorial or, with the Secretary's consent, take down, remove and dispose of a memorial	CFO , MGI	Where the holder of right of interment or responsible person cannot be found

Cemeteries and Crematoria Act 2003			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 109(2)	Power to repair the building for ceremonies or, with the consent of the Secretary, take down, remove and dispose of a building for ceremonies	CFO , MGI	Where the holder of right of interment or responsible person cannot be found
s 110(1)	Power to maintain, repair or restore a memorial or place of interment from other funds if unable to find right of interment holder. with consent of the Secretary	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 110(2)	Power to maintain, repair or restore any building for ceremonies from other funds if unable to find responsible person and with consent of the Secretary	CFO , DIO	
s 110A	Power to use cemetery trust funds or other funds for the purposes of establishing, maintaining, repairing or restoring any memorial or place of interment of any deceased identified veteran	CFO , MGI,	
s 111	Power to enter into agreement with a holder of the right of interment to maintain a memorial or place of interment	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 112	Power to sell and supply memorials	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	

Cemeteries and Crematoria Act 2003			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 116(4)	Duty to notify the Secretary of an interment authorisation granted	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 116(5)	Power to require an applicant to produce evidence of the right of interment holder's consent to application	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 118	Power to grant an interment authorisation if satisfied that the requirements of Division 2 of Part 8 have been met	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 119	Power to set terms and conditions for interment authorisations	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 131	Function of receiving an application for cremation authorisation	To be retained by Council	
s 133(1)	Duty not to grant a cremation authorisation unless satisfied that requirements of s 133 have been complied with	To be retained by Council	Subject to s 133(2)
s 145	Duty to comply with an order made by the Magistrates' Court or a coroner	CFO , DIO, MGI, OPM	

Cemeteries and Crematoria Act 2003			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 146	Power to dispose of bodily remains by a method other than interment or cremation	CFO , MGI	Subject to the approval of the Secretary
s 147	Power to apply to the Secretary for approval to dispose of bodily remains by a method other than interment or cremation	CFO , MGI	
s 149	Duty to cease using method of disposal if approval revoked by the Secretary	CFO , MGI	
s 150 & 152(1)	Power to authorise the interment or cremation of body parts if the requirements of Division 1 of Part 11 are met	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 151	Function of receiving applications to inter or cremate body parts	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 152(2)	Power to impose terms and conditions on authorisation granted under s 150	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	

Domestic Animals Act 1994			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 41A(1)	Power to declare a dog to be a menacing dog	CSC, SCOMPO, CSM*	Council may delegate this power to a Council authorised officer CSM* – Power to review a decision as part of an appeal process only

Environment Protection Act 1970			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 53M(3)	Power to require further information	CSM, DComm, EHC, EHO, SEHO	
s 53M(4)	Duty to advise applicant that application is not to be dealt with	CSM, DComm, EHC, EHO, SEHO	
s 53M(5)	Duty to approve plans, issue permit or refuse permit	CSM, DComm, EHC, EHO, SEHO	Refusal must be ratified by Council or it is of no effect
s 53M(6)	Power to refuse to issue septic tank permit	CSM, DComm, EHC, EHO, SEHO	Refusal must be ratified by Council or it is of no effect

Environment Protection Act 1970			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 53M(7)	Duty to refuse to issue a permit in circumstances in (a)-(c)	CSM, DComm, EHC, EHO, SEHO	Refusal must be ratified by Council or it is of no effect

Food Act 1984			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 19(2)(a)	Power to direct by written order that the food premises be put into a clean and sanitary condition	EHC, EHO, SEHO	If s 19(1) applies
s 19(2)(b)	Power to direct by written order that specified steps be taken to ensure that food prepared, sold or handled is safe and suitable	EHC, EHO, SEHO	If s 19(1) applies
s 19(3)	Power to direct by written order that the food premises not be kept or used for the sale, or handling for sale, of any food, or for the preparation of any food, or for any other specified	CEO, CSM, DComm, EHC	If s 19(1) applies



Food Act 1984			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	purpose, or for the use of any specified equipment or a specified process		Only in relation to temporary food premises or mobile food premises
s 19(4)(a)	Power to direct that an order made under s 19(3)(a) or (b), (i) be affixed to a conspicuous part of the premises, and (ii) inform the public by notice in a published newspaper or otherwise	CEO, CSM, DComm, EHC	If s 19(1) applies
s 19(6)(a)	Duty to revoke any order under section 19 if satisfied that an order has been complied with	EHC, EHO, SEHO	If s 19(1) applies
s 19(6)(b)	Duty to give written notice of revocation under section 19(6)(a) if satisfied that an order has been complied with	EHC, EHO, SEHO	If s 19(1) applies
s 19AA(2)	Power to direct, by written order, that a person must take any of the actions described in (a)-(c).	CEO, CSM, DComm, EHC	Where Council is the registration authority
s 19AA(4)(c)	Power to direct, in an order made under s 19AA(2) or a subsequent written order, that a person must ensure that any food or class of food is not removed from the premises	CEO, CSM, DComm, EHC	Note: the power to direct the matters under s 19AA(4)(a) and (b) not capable of delegation and

Food Act 1984			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
			so such directions must be made by a Council resolution
s 19AA(7)	Duty to revoke order issued under s 19AA and give written notice of revocation, if satisfied that that order has been complied with	CEO, CSM, DComm, EHC	Where Council is the registration authority
s 19CB(4)(b)	Power to request copy of records	EHC, EHO, SEHO	Where Council is the registration authority
s 19E(1)(d)	Power to request a copy of the food safety program	EHC, EHO, SEHO	Where Council is the registration authority
s 19GB	Power to request proprietor to provide written details of the name, qualification or experience of the current food safety supervisor	EHC, EHO, SEHO	Where Council is the registration authority
s 19M(4)(a) & (5)	Power to conduct a food safety audit and take actions where deficiencies are identified	EHC, EHO, SEHO	Where Council is the registration authority

Food Act 1984			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 19NA(1)	Power to request food safety audit reports	EHC, EHO, SEHO	Where Council is the registration authority
s 19U(3)	Power to waive and vary the costs of a food safety audit if there are special circumstances	CSM, DComm, EHC, SEHO	
s 19UA	Power to charge fees for conducting a food safety assessment or inspection	CSM, DComm, EHC, SEHO	Except for an assessment required by a declaration under s 19C or an inspection under ss 38B(1)(c) or 39.
s 19W	Power to direct a proprietor of a food premises to comply with any requirement under Part IIIB	EHC, EHO, SEHO	Where Council is the registration authority
s 19W(3)(a)	Power to direct a proprietor of a food premises to have staff at the premises undertake training or instruction	EHC, EHO, SEHO	Where Council is the registration authority
s 19W(3)(b)	Power to direct a proprietor of a food premises to have details of any staff training incorporated into the minimum	EHC, EHO, SEHO	Where Council is the registration authority

Food Act 1984			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	records required to be kept or food safety program of the premises		
	Power to register, renew or transfer registration	CSM, DComm, EHC, EHO, SEHO	Where Council is the registration authority  refusal to grant/renew/transfer registration must be ratified by Council or the CEO (see s 58A(2))
s 36A	Power to accept an application for registration or notification using online portal	EHC, EHO, SEHO	Where Council is the registration authority  Note: This provision commences on 1 July 2021, unless proclaimed earlier
s 36B	Duty to pay the charge for use of online portal	CSM, DComm, EHC	Where Council is the registration authority  Note: This provision commences on 1 July 2021, unless proclaimed earlier

Food Act 1984			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 38AA(5)	Power to (a) request further information; or (b) advise the proprietor that the premises must be registered if the premises are not exempt	EHC, EHO, SEHO	Where Council is the registration authority
s 38AB(4)	Power to fix a fee for the receipt of a notification under s 38AA in accordance with a declaration under s 38AB(1)	CSM, DComm, EHC, EHO, SEHO	Where Council is the registration authority
s 38A(4)	Power to request a copy of a completed food safety program template	EHC, EHO, SEHO	Where Council is the registration authority
s 38B(1)(a)	Duty to assess the application and determine which class of food premises under s 19C the food premises belongs	EHC, EHO, SEHO	Where Council is the registration authority
s 38B(1)(b)	Duty to ensure proprietor has complied with requirements of s 38A	EHC, EHO, SEHO	Where Council is the registration authority
s 38B(2)	Duty to be satisfied of the matters in s 38B(2)(a)-(b)	EHC, EHO, SEHO	Where Council is the registration authority

Food Act 1984			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 38D(1)	Duty to ensure compliance with the applicable provisions of s 38C and inspect the premises if required by s 39	EHC, EHO, SEHO	Where Council is the registration authority
s 38D(2)	Duty to be satisfied of the matters in s 38D(2)(a)-(d)	EHC, EHO, SEHO	Where Council is the registration authority
s 38D(3)	Power to request copies of any audit reports	EHC, EHO, SEHO	Where Council is the registration authority
s 38E(2)	Power to register the food premises on a conditional basis	EHC, EHO, SEHO	Where Council is the registration authority  not exceeding the prescribed time limit defined under s 38E(5)
s 38E(4)	Duty to register the food premises when conditions are satisfied	EHC, EHO, SEHO	Where Council is the registration authority
s 38F(3)(b)	Power to require proprietor to comply with requirements of this Act	EHC, EHO, SEHO	Where Council is the registration authority

Food Act 1984			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 38G(1)	Power to require notification of change of the food safety program type used for the food premises	EHC, EHO, SEHO	Where Council is the registration authority Note: This provision commences on 1 July 2021, unless proclaimed earlier
s 38G(2)	Power to require the proprietor of the food premises to comply with any requirement of the Act	EHC, EHO, SEHO	Where Council is the registration authority Note: This provision commences on 1 July 2021, unless proclaimed earlier
s 39A	Power to register, renew or transfer food premises despite minor defects	EHC, EHO, SEHO	Where Council is the registration authority  Only if satisfied of matters in s 39A(2)(a)-(c)
s 40(2)	Power to incorporate the certificate of registration in one document with any certificate of registration under Part 6 of the Public Health and Wellbeing Act 2008	CSM, DComm, EHC, EHO, SEHO	

Food Act 1984			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 40C(2)	Power to grant or renew the registration of food premises for a period of less than 1 year	CSM, DComm, EHC, EHO, SEHO	Where Council is the registration authority
s 40D(1)	Power to suspend or revoke the registration of food premises	CSM, DComm, EHC	Where Council is the registration authority
s 40F	Power to cancel registration of food premises	CSM, EHC, EHO, SEHO	Where Council is the registration authority Note: This provision commences on 1 July 2021, unless proclaimed earlier
s 43F(6)	Duty to be satisfied that registration requirements under Division 3 have been met prior to registering, transferring or renewing registration of a component of a food business	EHC, EHO, SEHO	Where Council is the registration authority
s 43F(7)	Power to register the components of the food business that meet requirements in Division 3 and power to refuse to register the components that do not meet the requirements	EHC, EHO, SEHO	Where Council is the registration authority



Food Act 1984			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 46(5)	Power to institute proceedings against another person where the offence was due to an act or default by that other person and where the first person charged could successfully defend a prosecution, without proceedings first being instituted against the person first charged	CSM, DComm, EHC, EHO, SEHO	Where Council is the registration authority

Heritage Act 2017			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 116	Power to sub-delegate Executive Director's functions, duties or powers	DComm, MCF, <del>MPPES</del> , MSP	<p>Must first obtain Executive Director's written consent</p> <p>Council can only sub-delegate if the Instrument of Delegation from the Executive Director authorises sub-delegation</p>

Local Government Act 1989			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 185L(4)	Power to declare and levy a cladding rectification charge	CFO , DComm, DMBS, MBS, MFCP	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 4B	Power to prepare an amendment to the Victorian Planning Provisions	To be retained by Council	If authorised by the Minister
s 4G	Function of receiving prescribed documents and a copy of the Victorian Planning Provisions from the Minister	CStP, DComm, MCF MPPES	
s 4H	Duty to make amendment to Victoria Planning Provisions available	CStP, DComm, MCF MPPES	
s 4I	Duty to keep Victorian Planning Provisions and other documents available	CStP, DComm, MCF MPPES	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 8A(2)	Power to prepare amendment to the planning scheme where the Minister has given consent under s 8A	CStP, DComm, MCF <del>MPPES</del>	
s 8A(3)	Power to apply to Minister to prepare an amendment to the planning scheme	CStP, DComm, MCF <del>MPPES</del>	
s 8A(5)	Function of receiving notice of the Minister's decision	CStP, DComm, MCF <del>MPPES</del>	
s 8A(7)	Power to prepare the amendment specified in the application without the Minister's authorisation if no response received after 10 business days	CStP, DComm, MCF <del>MPPES</del>	
s 8B(2)	Power to apply to the Minister for authorisation to prepare an amendment to the planning scheme of an adjoining municipal district	To be retained by Council	
s 12(3)	Power to carry out studies and do things to ensure proper use of land and consult with other persons to ensure co-ordination of planning scheme with these persons	To be retained by Council	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 12A(1)	Duty to prepare a municipal strategic statement (including power to prepare a municipal strategic statement under s19 of the Planning and Environment (Planning Schemes) Act 1996)	To be retained by Council	
s 12B(1)	Duty to review planning scheme	CStP, DComm, MCF MPPEs	
s 12B(2)	Duty to review planning scheme at direction of Minister	CStP, DComm, MCF MPPEs	
s.12B(5)	duty to report findings of review of planning scheme to Minister without delay	CStP, DComm, MCF MPPEs	
s 14	duties of a Responsible Authority as set out in s 14(a) to (d)	CStP, DComm, MCF MPPEs	
s 17(1)	Duty of giving copy amendment to the planning scheme	CStP, DComm, MCF MPPEs	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 17(2)	Duty of giving copy s 173 agreement	CStP, DComm, <del>MPPES</del> MCF	
s 17(3)	Duty of giving copy amendment, explanatory report and relevant documents to the Minister within 10 business days	CStP, DComm, <del>MPPES</del> MCF, MSP, SPC	
s 18	Duty to make amendment etc. available	CStP, DComm, <del>MPPES</del> MCF, MSP, SPC	
s 19	Power to give notice, to decide not to give notice, to publish notice of amendment to a planning scheme and to exercise any other power under s 19 to a planning scheme	To be retained by Council	
s 19	Function of receiving notice of preparation of an amendment to a planning scheme	To be retained by Council	Where Council is not the planning authority and the amendment affects land within Council's municipal district; or  Where the amendment will amend the planning scheme to designate Council as an acquiring authority.

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 20(1)	Power to apply to Minister for exemption from the requirements of s19	To be retained by Council	
s 21(2)	Duty to make submissions available	CStP, DComm, MCF <del>MPPES</del> , MSP, SPC	
s 21A(4)	Duty to publish notice	CStP, DComm, MCF <del>MPPES</del> , MSP, SPC	
s 22	Duty to consider all submissions	CStP, DComm, MCF <del>MPPES</del> , MSP, SPC	Except submissions which request a change to the items in s 22(5)(a) and (b)
s 23(1)(b)	Duty to refer submissions which request a change to the amendment to a panel	CStP, DComm, MCF <del>MPPES</del>	
s 23(2)	Power to refer to a panel submissions which do not require a change to the amendment	To be retained by Council	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 24	Function to represent Council and present a submission at a panel hearing (including a hearing referred to in s 96D)	CStP, DComm, MCF, MPPEs, MSP, PLSP, SPC, SSP, TLSP	
s 26(1)	Power to make report available for inspection	CStP, DComm, MCF, MPPEs, MSP, PLSP, SPC, SSP, TLSP	
s 26(2)	Duty to keep report of panel available for inspection	CStP, DComm, MCF, MPPEs, MSP, PLSP, SPC, SSP, TLSP	
s 27(2)	Power to apply for exemption if panel's report not received	To be retained by Council	
s 28	Duty to notify the Minister if abandoning an amendment	CStP, DComm, MCF, MPPEs, MSP, PLSP, SPC, SSP, TLSP	Note: the power to make a decision to abandon an amendment cannot be delegated

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 30(4)(a)	Duty to say if amendment has lapsed	CStP, DComm, MCF MPPES	
s 30(4)(b)	Duty to provide information in writing upon request	CStP, DComm, MCF MPPES	
s 32(2)	Duty to give more notice if required	CStP, DComm, MCF MPPES	
s 33(1)	Duty to give more notice of changes to an amendment	CStP, DComm, MCF MPPES	
s 36(2)	Duty to give notice of approval of amendment	CStP, DComm, MCF MPPES	
s 38(5)	Duty to give notice of revocation of an amendment	CStP, DComm, MCF MPPES	
s 39	Function of being a party to a proceeding commenced under s 39 and duty to comply with determination by VCAT	CStP, DComm, MCF MPPES	



Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 40(1)	Function of lodging copy of approved amendment	CStP, DComm, MCF <del>MPPES</del>	
s 41	Duty to make approved amendment available	CStP, DComm, MCF <del>MPPES</del>	
s 42	Duty to make copy of planning scheme available	CStP, DComm, MCF <del>MPPES</del>	
s 46AW	Function of being consulted by the Minister	CStP, DComm, MCF <del>MPPES</del> , MSP, SPC	Where Council is a responsible public entity
s 46AX	Function of receiving a draft Statement of Planning Policy and written direction in relation to the endorsement of the draft Statement of Planning Policy  Power to endorse the draft Statement of Planning Policy	CStP, DComm, MCF <del>MPPES</del> , MSP, SPC	Where Council is a responsible public entity
s 46AZC(2)	Duty not to prepare an amendment to a declared area planning scheme that is inconsistent with a Statement of Planning Policy for the declared area that is expressed to be binding on the responsible public entity	CStP, DComm, MCF <del>MPPES</del>	Where Council is a responsible public entity

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 46AZK	Duty not to act inconsistently with any provision of the Statement of Planning Policy that is expressed to be binding on the public entity when performing a function or duty or exercising a power in relation to the declared area	CStP, DComm, MCF MPPES, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	Where Council is a responsible public entity
s 46GI(2)(b)(i)	Power to agree to a lower rate of standard levy for a class of development of a particular type of land than the rate specified in a Minister's direction	CStP, DComm, MCF MPPES	Where Council is the planning authority, the municipal Council of the municipal district in which the land is located and/or the development agency
s 46GJ(1)	Function of receiving written directions from the Minister in relation to the preparation and content of infrastructure contributions plans	CStP, DComm, MCF MPPES	
s 46GK	Duty to comply with a Minister's direction that applies to Council as the planning authority	CStP, DComm, MCF MPPES	
s 46GN(1)	Duty to arrange for estimates of values of inner public purpose land	CStP, DComm, MCF MPPES	
s 46GO(1)	Duty to give notice to owners of certain inner public purpose land	CStP, DComm, MCF MPPES	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 46GP	Function of receiving a notice under s 46GO	CStP, DComm, MCF MPPES	Where Council is the collecting agency
s 46GQ	Function of receiving a submission from an affected owner who objects to the estimated value per hectare (or other appropriate unit of measurement) of the inner public purpose land	CStP, DComm, MCF MPPES	
s 46GR(1)	Duty to consider every submission that is made by the closing date for submissions included in the notice under s 46GO	CStP, DComm, MCF MPPES	
s 46GR(2)	Power to consider a late submission Duty to consider a late submission if directed to do so by the Minister	CStP, DComm, MCF MPPES	
s 46GS(1)	Power to accept or reject the estimate of the value of the inner public purpose land in a submission made under s 46GQ	CStP, DComm, MCF MPPES	
s 46GS(2)	Duty, if Council rejects the estimate of the value of the inner public purpose land in the submission, to refer the matter to the	CStP, DComm, MCF MPPES	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	valuer-general, and notify the affected owner of the rejection and that the matter has been referred to the valuer-general		
s 46GT(2)	Duty to pay half of the fee fixed by the valuer-general for arranging and attending the conference	CStP, DComm, MCF MPPES	
s 46GT(4)	Function of receiving, from the valuer-general, written confirmation of the agreement between the planning authority's valuer and the affected owner's valuer as to the estimated value of the inner public purpose land	CStP, DComm, MCF MPPES	
s 46GT(6)	Function of receiving, from the valuer-general, written notice of a determination under s 46GT(5)	CStP, DComm, MCF MPPES	
s 46GU	Duty not to adopt an amendment under s.29 to an infrastructure contributions plan that specifies a land credit amount or a land equalisation amount that relates to a parcel of land in the ICP plan area of the plan unless the criteria in s 46GU(1)(a) and (b) are met	CStP, DComm, MCF MPPES	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 46GV(3)	Function of receiving the monetary component and any land equalisation amount of the infrastructure contribution  Power to specify the manner in which the payment is to be made	CStP, DComm, MCF MPPES	Where Council is the collecting agency
s 46GV(3)(b)	Power to enter into an agreement with the applicant	DComm	Where Council is the collecting agency
s 46GV(4)(a)	Function of receiving the inner public purpose land in accordance with s 46GV(5) and (6)	DComm	Where Council is the development agency
s 46GV(4)(b)	Function of receiving the inner public purpose land in accordance with s 46GV(5) and (6)	DComm	Where Council is the collecting agency
s 46GV(7)	Duty to impose the requirements set out in s 46GV(3) and (4) as conditions on the permit applied for by the applicant to develop the land in the ICP plan area	CStP, DComm, MCF MPPES	
s 46GV(9)	Power to require the payment of a monetary component or the provision of the land component of an infrastructure contribution to be secured to Council's satisfaction	CStP, DComm, MCF MPPES	Where Council is the collecting agency

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 46GX(1)	Power to accept works, services or facilities in part or full satisfaction of the monetary component of an infrastructure contribution payable	CStP, DComm, MCF <del>MPPES</del>	Where Council is the collecting agency
s 46GX(2)	Duty, before accepting the provision of works, services or facilities by an applicant under s 46GX(1), to obtain the agreement of the development agency or agencies specified in the approved infrastructure contributions plan	CStP, DComm, MCF <del>MPPES</del>	Where Council is the collecting agency
s 46GY(1)	Duty to keep proper and separate accounts and records	CStP, DComm, MCF <del>MPPES</del>	Where Council is the collecting agency
s 46GY(2)	Duty to keep the accounts and records in accordance with the Local Government Act 2020	CStP, DComm, MCF <del>MPPES</del>	Where Council is the collecting agency
s 46GZ(2)(a)	Duty to forward any part of the monetary component that is imposed for plan preparation costs to the planning authority that incurred those costs	DComm	Where Council is the collecting agency under an approved infrastructure contributions plan  This duty does not apply where Council is that planning authority

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 46GZ(2)(a)	Function of receiving the monetary component	DComm	Where the Council is the planning authority This duty does not apply where Council is also the collecting agency
s 46GZ(2)(b)	Duty to forward any part of the monetary component that is imposed for the provision of works, services or facilities to the development agency that is specified in the plan, as responsible for those works, services or facilities	CStP, DComm, MCF MPPEs	Where Council is the collecting agency under an approved infrastructure contributions plan This provision does not apply where Council is also the relevant development agency
s 46GZ(2)(b)	Function of receiving the monetary component	DComm	Where Council is the development agency under an approved infrastructure contributions plan. This provision does not apply where Council is also the collecting agency
s 46GZ(4)	Duty to use any land equalisation amounts to pay land credit amounts under s 46GZ(7), except any part of those amounts that are to be forwarded to a development agency under s 46GZ(5)	DComm	Where Council is the collecting agency under an approved infrastructure contributions plan

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 46GZ(5)	Duty to forward any part of a land equalisation amount required for the acquisition of outer public purpose land by a development agency specified in the approved infrastructure contributions plan to that development agency	CFO , CStP, DComm, MCF, MFCP, MPPES, TLSPS	Where Council is the collecting agency under an approved infrastructure contributions plan  This provision does not apply where Council is also the relevant development agency
s 46GZ(5)	Function of receiving any part of a land equalisation amount required for the acquisition of outer public purpose land	DComm	Where Council is the development agency specified in the approved infrastructure contributions plan  This provision does not apply where Council is also the collecting agency
s 46GZ(7)	Duty to pay to each person who must provide an infrastructure contribution under the approved infrastructure contributions plan any land credit amount to which the person is entitled under s 46GW	DComm	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZ(9)	Duty to transfer the estate in fee simple in the land to the development agency specified in the approved infrastructure contributions plan as responsible for the use and development of that land	CFO , CStP, DComm, MCF, MFCP, MPPES, TLSPS	If any inner public purpose land is vested in Council under the Subdivision Act 1988 or acquired by Council before the time it is required to be provided to Council under s 46GV(4)



Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
			Where Council is the collecting agency under an approved infrastructure contributions plan  This duty does not apply where Council is also the development agency
s 46GZ(9)	Function of receiving the fee simple in the land	DComm	Where Council is the development agency under an approved infrastructure contributions plan  This duty does not apply where Council is also the collecting agency
s 46GZA(1)	Duty to keep proper and separate accounts and records	CStP, DComm, MCF MPPEs	Where Council is the development agency under an approved infrastructure contributions plan
s 46GZA(2)	Duty to keep the accounts and records in accordance with the Local Government Act 2020	CStP, DComm, MCF MPPEs, PLSP, TLSP	Where Council is a development agency under an approved infrastructure contributions plan
s 46GZB(3)	Duty to follow the steps set out in s 46GZB(3)(a) – (c)	CStP, DComm, MCF MPPEs	Where Council is a development agency under an approved infrastructure contributions plan

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 46GZB(4)	Duty, in accordance with requirements of the VPA, to report on the use of the infrastructure contribution in the development agency's annual report and provide reports on the use of the infrastructure contribution to the VPA	CStP, DComm, MCF MPPES	If the VPA is the collecting agency under an approved infrastructure contributions plan  Where Council is a development agency under an approved infrastructure contributions plan
s 46GZD(2)	Duty, within 6 months after the date on which the approved infrastructure contributions plan expires, to follow the steps set out in s 46GZD(2)(a) and (b)	CStP, DComm, MCF MPPES	Where Council is the development agency under an approved infrastructure contributions plan
s 46GZD(3)	Duty to follow the steps set out in s 46GZD(3)(a) and (b)	CStP, DComm, MCF MPPES	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZD(5)	Duty to make payments under s 46GZD(3) in accordance with ss 46GZD(5)(a) and 46GZD(5)(b)	CStP, DComm, MCF MPPES	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZE(2)	Duty to forward the land equalisation amount back to the collecting agency within 6 months after the expiry date if any part of a land equalisation amount paid or forwarded to a development agency for acquiring outer public purpose land has not been expended by the development agency to acquire	CFO , DComm, MFCP, MCF, MPPES	Where Council is the development agency under an approved infrastructure contributions plan  This duty does not apply where Council is also the collecting agency

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	that land at the date on which the approved infrastructure contributions plan expires		
s 46GZE(2)	Function of receiving the unexpended land equalisation amount	DComm	Where Council is the collecting agency under an approved infrastructure contributions plan  This duty does not apply where Council is also the development agency
s 46GZE(3)	Duty, within 12 months after the date on which the approved infrastructure contributions plan expires, to follow the steps set out in s 46GZE(3)(a) and (b)	CStP, DComm, MCF MPPE\$	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZF(2)	Duty, within 12 months after the date on which the approved infrastructure contributions plan expires, to use the public purpose land for a public purpose approved by the Minister or sell the public purpose land	DComm	Where Council is the development agency under an approved infrastructure contributions plan
s.46GZF(3)	Duty, if land is sold under s.46GZF(2)(b), to follow the steps in s.46GZF(3)(a) and (b)	CStP, DComm, MCF MPPE\$	Where Council is the development agency under an approved infrastructure contributions plan

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 46GZF(3)	s 46GZF(3)(a) function of receiving proceeds of sale	DComm	Where Council is the collection agency under an approved infrastructure contributions plan  This provision does not apply where Council is also the development agency
s 46GZF(4)	Duty to divide the proceeds of the public purpose land among the current owners of each parcel of land in the ICP plan area and pay each current owner a portion of the proceeds in accordance with s 46GZF(5)	DComm	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZF(6)	Duty to make the payments under s 46GZF(4) in accordance with s 46GZF(6)(a) and (b)	DComm	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZH	Power to recover the monetary component, or any land equalisation amount of the land component, payable under Part 3AB as a debt in any court of competent jurisdiction	DComm	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZI	Duty to prepare and give a report to the Minister at the times required by the Minister	CFO , DComm, MFCP, MCF, MPPES	Where Council is a collecting agency or development agency

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 46GZK	Power to deal with public purpose land which has vested in, been acquired by, or transferred to, Council	DComm	Where Council is a collecting agency or development agency
s 46LB(3)	Duty to publish, on Council's Internet site, the payable dwelling amount for a financial year on or before 1 July of each financial year for which the amount is adjusted under s 46LB (2)	DComm	
s 46N(1)	Duty to include condition in permit regarding payment of development infrastructure levy	CStP, DComm, MCF, MPPEs, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	
s 46N(2)(c)	Function of determining time and manner for receipt of development contributions levy	CStP, DComm, MCF, MPPEs, MSP, PLSP, SPC, TLSP	
s 46N(2)(d)	Power to enter into an agreement with the applicant regarding payment of development infrastructure levy	DComm, MCF, MPPEs, MSP	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 46O(1)(a) & (2)(a)	Power to ensure that community infrastructure levy is paid, or agreement is in place, prior to issuing building permit	DComm, DMBS, MBS, MCF, MPPES MSP, SBS	
s 46O(1)(d) & (2)(d)	Power to enter into agreement with the applicant regarding payment of community infrastructure levy	DComm, MPPES, MCF, MSP	
s 46P(1)	Power to require payment of amount of levy under s 46N or s 46O to be satisfactorily secured	CStP, DComm, MCF, MPPES, MSP, PLSP, SPC, TLSP	
s 46P(2)	Power to accept provision of land, works, services or facilities in part or full payment of levy payable	CStP, DComm, MCF, MPPES, MSP, PLSP, SPC, TLSP	
s 46Q(1)	Duty to keep proper accounts of levies paid	CFO , MFCP	
s 46Q(1A)	Duty to forward to development agency part of levy imposed for carrying out works, services, or facilities on behalf of development agency or plan preparation costs incurred by a	CFO , CStP, DComm, MFCP, MCF, MPPES, MSP, SPC, TLSPS	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	development agency or plan preparation costs incurred by a development agency		
s 46Q(2)	Duty to apply levy only for a purpose relating to the provision of plan preparation costs or the works, services and facilities in respect of which the levy was paid etc	CFO , DComm, DIO, MES, MFCP, MSP	
s 46Q(3)	Power to refund any amount of levy paid if it is satisfied the development is not to proceed	DComm, MCF, MPPES, MSP	Only applies when levy is paid to Council as a 'development agency'
s 46Q(4)(c)	Duty to pay amount to current owners of land in the area if an amount of levy has been paid to a municipal council as a development agency for plan preparation costs incurred by the Council or for the provision by the Council of works, services or facilities in an area under s 46Q(4)(a)	CFO , DComm, MFCP, MCF, MPPES, MSP	Must be done within six months of the end of the period required by the development contributions plan and with the consent of, and in the manner approved by, the Minister
s 46Q(4)(d)	Duty to submit to the Minister an amendment to the approved development contributions plan	CStP, DComm, MCF, MPPES, MSP	Must be done in accordance with Part 3
s46Q(4)(e)	Duty to expend that amount on other works etc.	CES, CFO , DIO, MCWD, MFCP	With the consent of, and in the manner approved by, the Minister

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 46QC	Power to recover any amount of levy payable under Part 3B	CFO , DComm, MFCP, MCF, MPPES, MSP	
s 46QD	Duty to prepare report and give a report to the Minister	DComm, MCF, MPPES, MSP	Where Council is a collecting agency or development agency
s 47	Power to decide that an application for a planning permit does not comply with that Act	CStP, DComm, MCF, MPPES, MSP, PLSP, SPC, SPTO, SSP, SUBO, TLSP	
s 49(1)	Duty to keep a register of all applications for permits and determinations relating to permits	CStP, DComm, MCF, MPPES, MSP, PLSP, SPC, SPTO, SSP, SUBO, TLSP, TLSPS	
s 49(2)	Duty to make register available for inspection	CStP, DComm, MCF, MPPES, MSP, PLSP, SPC, SPTO, SSP, SUBO, TLSP, TLSPS	



Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 50(4)	Duty to amend application	CStP, DComm, MCF, MPPEs, MSP, PLSP, SPC, SPTO, SSP, SUBO, TLSP	
s 50(5)	Power to refuse to amend application	CStP, DComm, MCF, MPPEs, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	
s 50(6)	Duty to make note of amendment to application in register	DComm, MSP, PLSP, SPC, TLSP	
s 50A(1)	Power to make amendment to application	CStP, DComm, MCF, MPPEs, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	
s 50A(3)	Power to require applicant to notify owner and make a declaration that notice has been given	CStP, DComm, MCF, MPPEs, MSP, PLSP,	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		SPC, SPTO, SSP, StatP, SUBO, TLSP	
s 50A(4)	Duty to note amendment to application in register	CStP, DComm, MCF, MPPEs, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	
s 51	Duty to make copy of application available for inspection	DComm, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP, TLSPS	
s 52(1)(a)	Duty to give notice of the application to owners/occupiers of adjoining allotments unless satisfied that the grant of permit would not cause material detriment to any person	CStP, DComm, MCF, MPPEs, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	
s 52(1)(b)	Duty to give notice of the application to other municipal council where appropriate	CStP, DComm, MCF, MPPEs, MSP, PLSP,	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		SPC, SPTO, SSP, StatP, SUBO, TLSP	
s 52(1)(c)	Duty to give notice of the application to all persons required by the planning scheme	CStP, DComm, MCF, MPPEs, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	
s 52(1)(ca)	Duty to give notice of the application to owners and occupiers of land benefited by a registered restrictive covenant if may result in breach of covenant	CStP, DComm, MCF, MPPEs, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	
s 52(1)(cb)	Duty to give notice of the application to owners and occupiers of land benefited by a registered restrictive covenant if application is to remove or vary the covenant	CStP, DComm, MCF, MPPEs, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	
s 52(1)(d)	Duty to give notice of the application to other persons who may be detrimentally effected	CStP, DComm, MCF, MPPEs, MSP, PLSP,	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		SPC, SPTO, SSP, StatP, SUBO, TLSP	
s.52(1AA)	Duty to give notice of an application to remove or vary a registered restrictive covenant	CStP, DComm, MCF, MPPEs, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	
s 52(3)	Power to give any further notice of an application where appropriate	CStP, DComm, MCF, MPPEs, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	
s 53(1)	Power to require the applicant to give notice under s 52(1) to persons specified by it	CStP, DComm, MCF, MPPEs, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	
s 53(1A)	Power to require the applicant to give the notice under s 52(1AA)	CStP, DComm, MCF, MPPEs, MSP, PLSP,	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		SPC, SPTO, SSP, StatP, SUBO, TLSP	
s 54(1)	Power to require the applicant to provide more information	CStP, DComm, MCF, MPPEs, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	
s 54(1A)	Duty to give notice in writing of information required under s 54(1)	CStP, DComm, MCF, MPPEs, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	
s 54(1B)	Duty to specify the lapse date for an application	CStP, DComm, MCF, MPPEs, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	
s 54A(3)	Power to decide to extend time or refuse to extend time to give required information	CStP, DComm, MCF, MPPEs, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 54A(4)	Duty to give written notice of decision to extend or refuse to extend time under s 54A(3)	CStP, DComm, MCF, MPPEs, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	
s 55(1)	Duty to give copy application, together with the prescribed information, to every referral authority specified in the planning scheme	CStP, DComm, MCF, MPPEs, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	
s 57(2A)	Power to reject objections considered made primarily for commercial advantage for the objector	To be retained by Council	
s 57(3)	Function of receiving name and address of persons to whom notice of decision is to go	DComm, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP, TLSPS	
s 57(5)	Duty to make available for inspection copy of all objections	DComm, MSP, PLSP, SPC, SPTO, SSP,	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		StatP, SUBO, TLSP, TLSPS	
s 57A(4)	Duty to amend application in accordance with applicant's request, subject to s 57A(5)	CStP, DComm, MCF, MPPEs, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	
s 57A(5)	Power to refuse to amend application	CStP, DComm, MCF, MPPEs, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	
s 57A(6)	Duty to note amendments to application in register	DComm, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP, TLSPS	
s 57B(1)	Duty to determine whether and to whom notice should be given	CStP, DComm, MCF, MPPEs, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 57B(2)	Duty to consider certain matters in determining whether notice should be given	CStP, DComm, MCF, MPPEs, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	
s 57C(1)	Duty to give copy of amended application to referral authority	CStP, DComm, MCF, MPPEs, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	
s 58	Duty to consider every application for a permit	CStP, DComm, MCF, MPPEs, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	
s 58A	Power to request advice from the Planning Application Committee	DComm, MSP, PLSP, SPC, TLSP	
s 60	Duty to consider certain matters	CStP, DComm, MCF, MPPEs, MSP, PLSP,	



Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		SPC, SPTO, SSP, StatP, SUBO, TLSP	
s 60(1A)	Duty to consider certain matters	CStP, DComm, MCF, MPPEs, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	
s 60(1B)	Duty to consider number of objectors in considering whether use or development may have significant social effect	CStP, DComm, MCF, MPPEs, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	
s 61(1)	Power to determine permit application, either to decide to grant a permit, to decide to grant a permit with conditions or to refuse a permit application	DComm, MSP, PLSP, SPC, TLSP	The permit must not be inconsistent with a cultural heritage management plan under the Aboriginal Heritage Act 2006
s 61(2)	Duty to decide to refuse to grant a permit if a relevant determining referral authority objects to grant of permit	DComm, MSP, PLSP, SPC, TLSP	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 61(2A)	Power to decide to refuse to grant a permit if a relevant recommending referral authority objects to the grant of permit	DComm, MSP, SPC, TLSP	
s 61(3)(a)	Duty not to decide to grant a permit to use coastal Crown land without Minister's consent	DComm, MSP, PLSP, SPC, TLSP	
s 61(3)(b)	Duty to refuse to grant the permit without the Minister's consent	DComm, MSP, PLSP, SPC, TLSP	
s 61(4)	Duty to refuse to grant the permit if grant would authorise a breach of a registered restrictive covenant	DComm, MSP, PLSP, SPC, TLSP	
s 62(1)	Duty to include certain conditions in deciding to grant a permit	DComm, MSP, PLSP, SPC, TLSP	
s 62(2)	Power to include other conditions	DComm, MSP, PLSP, SPC, TLSP	
s 62(4)	Duty to ensure conditions are consistent with paragraphs (a),(b) and (c)	DComm, MSP, PLSP, SPC, TLSP	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 62(5)(a)	Power to include a permit condition to implement an approved development contributions plan or an approved infrastructure contributions plan	DComm, MSP, PLSP, SPC, TLSP	
s 62(5)(b)	Power to include a permit condition that specified works be provided on or to the land or paid for in accordance with s 173 agreement	DComm, MSP, PLSP, SPC, TLSP	
s 62(5)(c)	Power to include a permit condition that specified works be provided or paid for by the applicant	DComm, MSP, PLSP, SPC, TLSP	
s 62(6)(a)	Duty not to include a permit condition requiring a person to pay an amount for or provide works except in accordance with ss 46N(1), 46GV(7) or 62(5)	DComm, MSP, PLSP, SPC, TLSP	
s 62(6)(b)	Duty not to include a permit condition requiring a person to pay an amount for or provide works except a condition that a planning scheme requires to be included as referred to in s 62(1)(a)	DComm, MSP, PLSP, SPC, TLSP	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 63	Duty to issue the permit where made a decision in favour of the application (if no one has objected)	CStP, DComm, MCF, MPPEs, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	
s 64(1)	Duty to give notice of decision to grant a permit to applicant and objectors	DComm, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP, TLSPS	This provision applies also to a decision to grant an amendment to a permit - see s 75
s 64(3)	Duty not to issue a permit until after the specified period	CStP, DComm, MCF, MPPEs, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	This provision applies also to a decision to grant an amendment to a permit - see s 75
s 64(5)	Duty to give each objector a copy of an exempt decision	DComm, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP, TLSPS	This provision applies also to a decision to grant an amendment to a permit - see s 75

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 64A	Duty not to issue permit until the end of a period when an application for review may be lodged with VCAT or until VCAT has determined the application, if a relevant recommending referral authority has objected to the grant of a permit	DComm, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP, TLSPS	This provision applies also to a decision to grant an amendment to a permit - see s 75A
s 65(1)	Duty to give notice of refusal to grant permit to applicant and person who objected under s 57	DComm, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP, TLSPS	
s 66(1)	Duty to give notice under s 64 or s 65 and copy permit to relevant determining referral authorities	DComm, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP, TLSPS	
s 66(2)	Duty to give a recommending referral authority notice of its decision to grant a permit	DComm, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP, TLSPS	If the recommending referral authority objected to the grant of the permit or the responsible authority decided not to include a condition on the permit recommended by the recommending referral authority

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 66(4)	Duty to give a recommending referral authority notice of its decision to refuse a permit	DComm, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP, TLSPS	If the recommending referral authority objected to the grant of the permit or the recommending referral authority recommended that a permit condition be included on the permit
s 66(6)	Duty to give a recommending referral authority a copy of any permit which Council decides to grant and a copy of any notice given under s 64 or 65	DComm, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP, TLSPS	If the recommending referral authority did not object to the grant of the permit or the recommending referral authority did not recommend a condition be included on the permit
s 69(1)	Function of receiving application for extension of time of permit	DComm, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP, TLSPS	
s 69(1A)	Function of receiving application for extension of time to complete development	DComm, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP, TLSPS	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 69(2)	Power to extend time	DComm, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP, TLSPS	
s 70	Duty to make copy permit available for inspection	DComm, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP, TLSPS	
s 71(1)	Power to correct certain mistakes	DComm, MSP, PLSP, SPC, TLSP	
s 71(2)	Duty to note corrections in register	DComm, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP, TLSPS	
s 73	Power to decide to grant amendment subject to conditions	DComm, MSP, PLSP, SPC, TLSP	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 74	Duty to issue amended permit to applicant if no objectors	DComm, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP, TLSPS	
s 76	Duty to give applicant and objectors notice of decision to refuse to grant amendment to permit	DComm, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP, TLSPS	
s 76A(1)	Duty to give relevant determining referral authorities copy of amended permit and copy of notice	DComm, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP, TLSPS	
s 76A(2)	Duty to give a recommending referral authority notice of its decision to grant an amendment to a permit	DComm, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP, TLSPS	If the recommending referral authority objected to the amendment of the permit or the responsible authority decided not to include a condition on the amended permit recommended by the recommending referral authority



Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 76A(4)	Duty to give a recommending referral authority notice of its decision to refuse a permit	DComm, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP, TLSPS	If the recommending referral authority objected to the amendment of the permit or the recommending referral authority recommended that a permit condition be included on the amended permit
s 76A(6)	Duty to give a recommending referral authority a copy of any amended permit which Council decides to grant and a copy of any notice given under s 64 or 76	DComm, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP, TLSPS	If the recommending referral authority did not object to the amendment of the permit or the recommending referral authority did not recommend a condition be included on the amended permit
s 76D	Duty to comply with direction of Minister to issue amended permit	DComm, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP, TLSPS	
s 83	Function of being respondent to an appeal	DComm, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP, TLSPS	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 83B	Duty to give or publish notice of application for review	DComm, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP, TLSPS	
s 84(1)	Power to decide on an application at any time after an appeal is lodged against failure to grant a permit	DComm, MSP, PLSP, SPC, TLSP	
s 84(2)	Duty not to issue a permit or notice of decision or refusal after an application is made for review of a failure to grant a permit	DComm, MSP, PLSP, SPC, TLSP	
s 84(3)	Duty to tell principal registrar if decide to grant a permit after an application is made for review of its failure to grant a permit	DComm, MSP, PLSP, SPC, TLSP	
s 84(6)	Duty to issue permit on receipt of advice within 3 working days	DComm, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP, TLSPS	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 84AB	Power to agree to confining a review by the Tribunal	DComm	
s 86	Duty to issue a permit at order of Tribunal within 3 working days	DComm, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP, TLSPS	
s 87(3)	Power to apply to VCAT for the cancellation or amendment of a permit	DComm, MSP, PPIO, SPC	
s 90(1)	Function of being heard at hearing of request for cancellation or amendment of a permit	DComm, MSP, PIO, PPIO, SPC	
s 91(2)	Duty to comply with the directions of VCAT	DComm, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP, TLSPS	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 91(2A)	Duty to issue amended permit to owner if Tribunal so directs	DComm, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP, TLSPS	
s 92	Duty to give notice of cancellation/amendment of permit by VCAT to persons entitled to be heard under s 90	DComm, MSP, PIO, PLSP, PPIO, SPC, SPTO, SSP, StatP, SUBO, TLSP, TLSPS	
s 93(2)	Duty to give notice of VCAT order to stop development	DComm, MSP, PIO, PLSP, PPIO, SPC, SPTO, SSP, StatP, SUBO, TLSP, TLSPS	
s 95(3)	Function of referring certain applications to the Minister	DComm, MSP, PLSP, SPC, TLSP	
s 95(4)	Duty to comply with an order or direction	DComm, MSP, PIO, PLSP, PPIO, SPC,	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		SPTO, SSP, StatP, SUBO, TLSP	
s 96(1)	Duty to obtain a permit from the Minister to use and develop its land	DComm, MSP, PLSP, SPC, TLSP	
s 96(2)	Function of giving consent to other persons to apply to the Minister for a permit to use and develop Council land	DComm, MSP, PLSP, SPC, TLSP	
s 96A(2)	Power to agree to consider an application for permit concurrently with preparation of proposed amendment	To be retained by Council	
s 96C	Power to give notice, to decide not to give notice, to publish notice and to exercise any other power under s 96C	To be retained by Council	
s 96F	Duty to consider the panel's report under s 96E	To be retained by Council	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 96G(1)	Power to determine to recommend that a permit be granted or to refuse to recommend that a permit be granted and power to notify applicant of the determination (including power to give notice under s 23 of the Planning and Environment (Planning Schemes) Act 1996)	To be retained by Council	
s 96H(3)	Power to give notice in compliance with Minister's direction	CStP, DComm, MCF, MPPEs, MSP, PLSP, SPC, SSP, StatP, TLSP	
s 96J	Power to issue permit as directed by the Minister	CStP, DComm, MCF, MPPEs, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP, TLSPS	
s 96K	Duty to comply with direction of the Minister to give notice of refusal	CStP, DComm, MCF, MPPEs, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 96Z	Duty to keep levy certificates given to it under ss 47 or 96A for no less than 5 years from receipt of the certificate	CStP, DComm, MCF, MPPEs, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	
s 97C	Power to request Minister to decide the application	To be retained by Council	
s 97D(1)	Duty to comply with directions of Minister to supply any document or assistance relating to application	CStP, DComm, MCF, MPPEs, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	
s 97G(3)	Function of receiving from Minister copy of notice of refusal to grant permit or copy of any permit granted by the Minister	CStP, DComm, MCF, MPPEs, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	
s 97G(6)	Duty to make a copy of permits issued under s 97F available for inspection	CStP, DComm, MCF, MPPEs, MSP, PLSP, SPC, SPTO, SSP,	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		StatP, SUBO, TLSP, TLSPS	
s 97L	Duty to include Ministerial decisions in a register kept under s 49	CStP, DComm, MCF, MPPEs, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP, TLSPS	
s 97MH	Duty to provide information or assistance to the Planning Application Committee	DComm, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP, TLSPS	
s 97MI	Duty to contribute to the costs of the Planning Application Committee or subcommittee	To be retained by Council	
s 97O	Duty to consider application and issue or refuse to issue certificate of compliance	DComm, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	



Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 97P(3)	Duty to comply with directions of VCAT following an application for review of a failure or refusal to issue a certificate	DComm, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	
s 97Q(2)	Function of being heard by VCAT at hearing of request for amendment or cancellation of certificate	DComm, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	
s 97Q(4)	Duty to comply with directions of VCAT	DComm, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	
s 97R	Duty to keep register of all applications for certificate of compliance and related decisions	DComm, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP, TLSPS	
s 98(1)&(2)	Function of receiving claim for compensation in certain circumstances	DComm, MSP, SPC	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 98(4)	Duty to inform any person of the name of the person from whom compensation can be claimed	DComm, MSP, SPC	
s 101	Function of receiving claim for expenses in conjunction with claim	DComm, MSP, SPC	
s 103	Power to reject a claim for compensation in certain circumstances	DComm, MSP, SPC	
s.107(1)	function of receiving claim for compensation	DComm, MSP, SPC	
s 107(3)	Power to agree to extend time for making claim	DComm, MSP, SPC	
s 114(1)	Power to apply to the VCAT for an enforcement order	DComm, MSP, PIO, PPIO, SPC	
s 117(1)(a)	Function of making a submission to the VCAT where objections are received	DComm, MSP, PIO, PPIO, SPC	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 120(1)	Power to apply for an interim enforcement order where s 114 application has been made	DComm, MSP, PIO, PPIO, SPC	
s 123(1)	Power to carry out work required by enforcement order and recover costs	DComm, MSP, PIO, PPIO, SPC	
s 123(2)	Power to sell buildings, materials, etc salvaged in carrying out work under s 123(1)	DComm, MSP, SPC	Except Crown Land
s 129	Function of recovering penalties	DComm, MSP, PIO, PPIO, SPC	
s 130(5)	Power to allow person served with an infringement notice further time	DComm, MSP, PIO, PPIO, SPC	
s 149A(1)	Power to refer a matter to the VCAT for determination	To be retained by Council	
s 149A(1A)	power to apply to VCAT for the determination of a matter relating to the interpretation of a s.173 agreement	DComm, MSP, SPC	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 156	Duty to pay fees and allowances (including a payment to the Crown under s 156(2A)), and payment or reimbursement for reasonable costs and expenses incurred by the panel in carrying out its functions unless the Minister directs otherwise under s 156(2B) power to ask for contribution under s 156(3) and power to abandon amendment or part of it under s 156(4)	CStP, DComm, MSP, SPC	Where Council is the relevant planning authority
s 171(2)(f)	Power to carry out studies and commission reports	CStP, DComm, MSP, SPC	
s 171(2)(g)	Power to grant and reserve easements	DComm, MSP, SPC	
s 172C	Power to compulsorily acquire any outer public purpose land that is specified in the approved infrastructure contributions plan	DComm	Where Council is a development agency specified in an approved infrastructure contributions plan
s 172D(1)	Power to compulsorily acquire any inner public purpose land that is specified in the plan before the time that the land is required to be provided to Council under s 46GV(4)	DComm	Where Council is a collecting agency specified in an approved infrastructure contributions plan

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 172D(2)	Power to compulsorily acquire any inner public purpose land, the use and development of which is to be the responsibility of Council under the plan, before the time that the land is required to be provided under s 46GV(4)	DComm	Where Council is the development agency specified in an approved infrastructure contributions plan
s 173(1)	Power to enter into agreement covering matters set out in s 174	DComm, MSP	
s 173(1A)	Power to enter into an agreement with an owner of land for the development or provision of land in relation to affordable housing	DComm, MSP	Where Council is the relevant responsible authority
	Power to decide whether something is to the satisfaction of Council, where an agreement made under s 173 of the Planning and Environment Act 1987 requires something to be to the satisfaction of Council or Responsible Authority	DComm, MSP, PLSP, SPC, TLSP	
	Power to give consent on behalf of Council, where an agreement made under s 173 of the Planning and Environment	DComm, MSP, PLSP, SPC, TLSP	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	Act 1987 requires that something may not be done without the consent of Council or Responsible Authority		
s 177(2)	Power to end a s 173 agreement with the agreement of all those bound by any covenant in the agreement or otherwise in accordance with Division 2 of Part 9	DComm, MSP, SPC	
s 178	power to amend a s 173 agreement with the agreement of all those bound by any covenant in the agreement or otherwise in accordance with Division 2 of Part 9	DComm, MSP, SPC	
s 178A(1)	Function of receiving application to amend or end an agreement	DComm, MSP, SPC	
s 178A(3)	Function of notifying the owner as to whether it agrees in principle to the proposal under s 178A(1)	DComm, MSP, SPC	
s 178A(4)	Function of notifying the applicant and the owner as to whether it agrees in principle to the proposal	DComm, MSP, SPC	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 178A(5)	Power to propose to amend or end an agreement	DComm, MSP, SPC	
s 178B(1)	Duty to consider certain matters when considering proposal to amend an agreement	DComm, MSP, SPC	
s 178B(2)	Duty to consider certain matters when considering proposal to end an agreement	DComm, MSP, SPC	
s 178C(2)	Duty to give notice of the proposal to all parties to the agreement and other persons who may be detrimentally affected by decision to amend or end	DComm, MSP, SPC	
s 178C(4)	Function of determining how to give notice under s 178C(2)	DComm, MSP, SPC	
s 178E(1)	Duty not to make decision until after 14 days after notice has been given	DComm, MSP, SPC	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s.178E(2)(a)	Power to amend or end the agreement in accordance with the proposal	DComm, MSP, SPC	If no objections are made under s 178D Must consider matters in s 178B
s 178E(2)(b)	Power to amend or end the agreement in a manner that is not substantively different from the proposal	DComm, MSP, SPC	If no objections are made under s 178D Must consider matters in s 178B
s 178E(2)(c)	Power to refuse to amend or end the agreement	DComm, MSP, SPC	If no objections are made under s 178D Must consider matters in s 178B
s 178E(3)(a)	Power to amend or end the agreement in accordance with the proposal	DComm, MSP, SPC	After considering objections, submissions and matters in s 178B
s 178E(3)(b)	Power to amend or end the agreement in a manner that is not substantively different from the proposal	DComm, MSP, SPC	After considering objections, submissions and matters in s 178B
s.178E(3)(c)	power to amend or end the agreement in a manner that is substantively different from the proposal	DComm, MSP, SPC	After considering objections, submissions and matters in s.178B



Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 178E(3)(d)	Power to refuse to amend or end the agreement	DComm, MSP, SPC	After considering objections, submissions and matters in s 178B
s 178F(1)	Duty to give notice of its decision under s 178E(3)(a) or (b)	DComm, MSP, SPC	
s 178F(2)	Duty to give notice of its decision under s 178E(2)(c) or (3)(d)	DComm, MSP, SPC	
s 178F(4)	Duty not to proceed to amend or end an agreement under s 178E until at least 21 days after notice has been given or until an application for review to the Tribunal has been determined or withdrawn	DComm, MSP, SPC	
s 178G	Duty to sign amended agreement and give copy to each other party to the agreement	DComm, MSP, SPC	
s 178H	Power to require a person who applies to amend or end an agreement to pay the costs of giving notices and preparing the amended agreement	DComm, MSP, SPC	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 178l(3)	Duty to notify, in writing, each party to the agreement of the ending of the agreement relating to Crown land	DComm, MSP, SPC	
s 179(2)	Duty to make available for inspection copy agreement	DComm, MSP, SPC, TLSPS	
s 181	Duty to apply to the Registrar of Titles to record the agreement and to deliver a memorial to Registrar-General	DComm, MSP, SPC	
s 181(1A)(a)	Power to apply to the Registrar of Titles to record the agreement	DComm, MSP, SPC	
s 181(1A)(b)	Duty to apply to the Registrar of Titles, without delay, to record the agreement	DComm, MSP, SPC	
s 182	Power to enforce an agreement	DComm, MSP, PIO, PPIO, SPC	
s 183	Duty to tell Registrar of Titles of ending/amendment of agreement	DComm, MSP, SPC	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 184F(1)	Power to decide to amend or end an agreement at any time after an application for review of the failure of Council to make a decision	DComm, MSP, SPC	
s 184F(2)	Duty not to amend or end the agreement or give notice of the decision after an application is made to VCAT for review of a failure to amend or end an agreement	DComm, MSP, SPC	
s 184F(3)	Duty to inform the principal registrar if the responsible authority decides to amend or end an agreement after an application is made for the review of its failure to end or amend the agreement	DComm, MSP, SPC	
s 184F(5)	Function of receiving advice from the principal registrar that the agreement may be amended or ended in accordance with Council's decision	DComm, MSP, SPC	
s 184G(2)	Duty to comply with a direction of the Tribunal	DComm, MSP, SPC	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 184G(3)	Duty to give notice as directed by the Tribunal	DComm, MSP, SPC	
s 198(1)	Function to receive application for planning certificate	DComm, MSP, SPC, TLSPS	
s 199(1)	Duty to give planning certificate to applicant	DComm, MSP, SPC, TLSPS	
s 201(1)	Function of receiving application for declaration of underlying zoning	CStP, DComm, MCF, MPPEs, MSP, SPC, TLSP	
s 201(3)	Duty to make declaration	DComm, MSP, PLSP, SPC, TLSP	
	Power to decide, in relation to any planning scheme or permit, that a specified thing has or has not been done to the satisfaction of Council	DComm, MSP, PLSP, SPC, TLSP	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	Power, in relation to any planning scheme or permit, to consent or refuse to consent to any matter which requires the consent or approval of Council	DComm, MSP, PLSP, SPC, TLSP	
	Power to approve any plan or any amendment to a plan or other document in accordance with a provision of a planning scheme or condition in a permit	DComm, MSP, PLSP, SPC, TLSP	
	Power to give written authorisation in accordance with a provision of a planning scheme	DComm, MSP, PLSP, SPC, TLSP	
s 201UAB(1)	Function of providing the Victoria Planning Authority with information relating to any land within municipal district	CStP, DComm, MCF, MPPEs, MSP, PLSP, SPC, TLSP	
s 201UAB(2)	Duty to provide the Victoria Planning Authority with information requested under s 201UAB(1) as soon as possible	CStP, DComm, MCF, MPPEs, MSP, PLSP, SPC, TLSP	

Residential Tenancies Act 1997			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 91ZU(1)	Power to give a renter a notice to vacate rented premises	CFO , CPM, MPPR	Where Council is a public statutory authority engaged in the provision of housing  Note: this power is not yet in force and will commence on 27 April 2021, unless proclaimed earlier
s 91ZZC(1)	Power to give a renter a notice to vacate rented premises	CFO , CPM, MPPR	Where Council is a public statutory authority authorised to acquire land compulsorily for its purposes  Note: this power is not yet in force and will commence on 27 April 2021, unless proclaimed earlier
s 91ZZE(1)	Power to give a renter a notice to vacate rented premises	CFO , CPM, MPPR	Where Council is a public statutory authority engaged in the provision of housing  Note: this power is not yet in force and will commence on 27 April 2021, unless proclaimed earlier

Residential Tenancies Act 1997			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 91ZZE(3)	Power to publish Council's criteria for eligibility for the provision of housing	CFO , CPM, MPPR	Where Council is a public statutory authority engaged in the provision of housing  Note: this power is not yet in force and will commence on 27 April 2021, unless proclaimed earlier
s 142D	Function of receiving notice regarding an unregistered rooming house	CSM, DComm, EHC, EHO, EHT, SEHO	
s 142G(1)	Duty to enter required information in Rooming House Register for each rooming house in municipal district	CSM, DComm, DMBS, EHC, EHO, EHT, MBS, SBS, SEHO	
s 142G(2)	Power to enter certain information in the Rooming House Register	EHC, EHO, EHT, SEHO	
s 142I(2)	Power to amend or revoke an entry in the Rooming House Register if necessary to maintain the accuracy of the entry	EHC, EHO, EHT, SEHO	

Residential Tenancies Act 1997			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 206AZA(2)	Function of receiving written notification	CFO , CPM, CSM, DComm, EHC, EHO, EHT, MBS, MPPR, SEHO	Note: this power is not yet in force and will commence on 27 April 2021, unless proclaimed earlier
s 207ZE(2)	Function of receiving written notification	CFO , CPM, CSM, DComm, EHC, EHO, EHT, MBS, MPPR, SEHO	Note: this power is not yet in force and will commence on 27 April 2021, unless proclaimed earlier
s 311A(2)	Function of receiving written notification	CFO , CPM, CSM, DComm, EHC, EHO, EHT, MBS, MPPR, SEHO	
s 317ZDA(2)	Function of receiving written notification	CFO , CPM, CSM, DComm, EHC, EHO, EHT, MBS, MPPR, SEHO	



Residential Tenancies Act 1997			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 518F	Power to issue notice to caravan park regarding emergency management plan if determined that the plan does not comply with the requirements	CSM, DComm, DMBS, EHC, EHO, EHT, MBS, SBS, SEHO	
s 522(1)	Power to give a compliance notice to a person	DMBS, EHC, EHO, EHT, MBS, SBS, SEHO	
s 525(2)	Power to authorise an officer to exercise powers in s 526 (either generally or in a particular case)	CEO	
s 525(4)	Duty to issue identity card to authorised officers	CBP, CPS, CSM, DBIC, DComm, MPC	
s 526(5)	Duty to keep record of entry by authorised officer under s 526	CSM, DComm	
s 526A(3)	Function of receiving report of inspection	CSM, DComm, DMBS, EHC, EHO, EHT, MBS, SEHO	

Residential Tenancies Act 1997			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 527	Power to authorise a person to institute proceedings (either generally or in a particular case)	CEO	

Road Management Act 2004			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 11(1)	Power to declare a road by publishing a notice in the Government Gazette	CFO , GC, MGI, SGO, TLG	Obtain consent in circumstances specified in s 11(2)
s 11(8)	Power to name a road or change the name of a road by publishing notice in Government Gazette	CFO , GC, MGI, SGO, TLG	
s 11(9)(b)	Duty to advise Registrar	CFO , GC, MGI, PLA, SGO, TLG	
s 11(10)	Duty to inform Secretary to Department of Environment, Land, Water and Planning of declaration etc.	CFO , GC, MGI, PLA, SGO, TLG	Subject to s 11(10A)

Road Management Act 2004			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 11(10A)	Duty to inform Secretary to Department of Environment, Land, Water and Planning or nominated person	CFO , GC, MGI, PLA, SGO, TLG	Where Council is the coordinating road authority
s 12(2)	Power to discontinue road or part of a road	To be retained by Council	Where Council is the coordinating road authority
s 12(4)	Duty to publish, and provide copy, notice of proposed discontinuance	CFO , GC, MGI, PLA	Power of coordinating road authority where it is the discontinuing body  Unless s 12(11) applies
s 12(5)	Duty to consider written submissions received within 28 days of notice	CFO , GC, MGI, PLA	Duty of coordinating road authority where it is the discontinuing body  Unless s 12(11) applies
s 12(6)	Function of hearing a person in support of their written submission	To be retained by Council	Function of coordinating road authority where it is the discontinuing body  Unless s 12(11) applies

Road Management Act 2004			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 12(7)	Duty to fix day, time and place of meeting under s 12(6) and to give notice	CFO , GC, MGI, PLA	Duty of coordinating road authority where it is the discontinuing body  Unless s 12(11) applies
s 12(10)	Duty to notify of decision made	CFO , MGI	Duty of coordinating road authority where it is the discontinuing body  Does not apply where an exemption is specified by the regulations or given by the Minister
s 13(1)	Power to fix a boundary of a road by publishing notice in Government Gazette	CFO , DIO, GC, MGI, MSA, PLA	Power of coordinating road authority and obtain consent under s 13(3) and s 13(4) as appropriate
s 14(4)	Function of receiving notice from the Head, Transport for Victoria	CFO , DIO, MES, MGI, MSA	

Road Management Act 2004			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 14(7)	Power to appeal against decision of the Head, Transport for Victoria	CFO , DIO, MES, MGI, MSA	
s 15(1)	Power to enter into arrangement with another road authority, utility or a provider of public transport to transfer a road management function of the road authority to the other road authority, utility or provider of public transport	CES, DIO, MES, MSA, OPM	
s 15(1A)	Power to enter into arrangement with a utility to transfer a road management function of the utility to the road authority	DIO, MES, MSA, OPM	
s 15(2)	Duty to include details of arrangement in public roads register	CAP, DIO, MSA	
s 16(7)	Power to enter into an arrangement under s 15	DIO, MSA, OPM	
s 16(8)	Duty to enter details of determination in public roads register	CAP, DIO, MSA	

Road Management Act 2004			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 17(2)	Duty to register public road in public roads register	CAP, DIO, MSA	Where Council is the coordinating road authority
s 17(3)	Power to decide that a road is reasonably required for general public use	CAP, DIO, MSA	Where Council is the coordinating road authority
s 17(3)	Duty to register a road reasonably required for general public use in public roads register	CAP, DIO, MSA	Where Council is the coordinating road authority
s 17(4)	Power to decide that a road is no longer reasonably required for general public use	CAP, CFO , DIO, MES, MGI, MSA	Where Council is the coordinating road authority
s 17(4)	Duty to remove road no longer reasonably required for general public use from public roads register	CAP, DIO, MSA	Where Council is the coordinating road authority
s 18(1)	Power to designate ancillary area	CAP, DIO, MSA	Where Council is the coordinating road authority, and obtain consent in circumstances specified in s 18(2)

Road Management Act 2004			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 18(3)	Duty to record designation in public roads register	CAP, DIO, MSA	Where Council is the coordinating road authority
s 19(1)	Duty to keep register of public roads in respect of which it is the coordinating road authority	CAP, DIO, MSA	
s 19(4)	Duty to specify details of discontinuance in public roads register	CAP, DIO, MSA	
s 19(5)	Duty to ensure public roads register is available for public inspection	CAP, DIO, MSA	
s 21	Function of replying to request for information or advice	CAP, DIO, MSA	Obtain consent in circumstances specified in s 11(2)
s 22(2)	Function of commenting on proposed direction	CAP, DIO, MSA	
s 22(4)	Duty to publish a copy or summary of any direction made under s 22 by the Minister in its annual report.	CAP, DIO, MSA	

Road Management Act 2004			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 22(5)	Duty to give effect to a direction under s 22	CAP, DIO, MSA	
s 40(1)	Duty to inspect, maintain and repair a public road.	CAP, CCI, CCW, CES, CS, CWME, CWPM, CWSPM, DIO, MCWD, MES, MSA, OPM	
s 40(5)	Power to inspect, maintain and repair a road which is not a public road	CAP, CCW, CES, CWME, DIO, MES, MSA, OPM	
s 41(1)	Power to determine the standard of construction, inspection, maintenance and repair	CCI, CCW, CES, CS, CWME, CWPM, CWSPM, DIO, MCWD, MES, MSA, OPM	
s 42(1)	Power to declare a public road as a controlled access road	CAP, DIO, MSA	Power of coordinating road authority and sch 2 also applies
s 42(2)	Power to amend or revoke declaration by notice published in Government Gazette	CAP, DIO, MSA	Power of coordinating road authority and sch 2 also applies



Road Management Act 2004			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 42A(3)	Duty to consult with Head, Transport for Victoria and Minister for Local Government before road is specified	CAP, DIO, MSA	Where Council is the coordinating road authority If road is a municipal road or part thereof
s 42A(4)	Power to approve Minister's decision to specify a road as a specified freight road	CES, DIO, MES, MSA	Where Council is the coordinating road authority If road is a municipal road or part thereof and where road is to be specified a freight road
s 48EA	Duty to notify the owner or occupier of land and provider of public transport on which rail infrastructure or rolling stock is located (and any relevant provider of public transport)	CAP, DIO, MES, MSA	Where Council is the responsible road authority, infrastructure manager or works manager
s 48M(3)	Function of consulting with the relevant authority for purposes of developing guidelines under s 48M	CAP, DIO, MSA	
s 49	Power to develop and publish a road management plan	CAP, DIO, MSA	

Road Management Act 2004			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 51	Power to determine standards by incorporating the standards in a road management plan	CAP, DIO, MSA	
s 53(2)	Power to cause notice to be published in Government Gazette of amendment etc of document in road management plan	CAP, DIO, MSA	
s 54(2)	Duty to give notice of proposal to make a road management plan	CAP, DIO, MSA	
s 54(5)	Duty to conduct a review of road management plan at prescribed intervals	CAP, DIO, MSA	
s 54(6)	Power to amend road management plan	CAP, DIO, MSA	
s 54(7)	Duty to incorporate the amendments into the road management plan	CAP, DIO, MSA	

Road Management Act 2004			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 55(1)	Duty to cause notice of road management plan to be published in Government Gazette and newspaper	CAP, DIO, MSA	
s 63(1)	Power to consent to conduct of works on road	CCI, CCW, CES, CS, CWME, CWPM, CWSPM, DIO, MCWD, MES, MSA, OPM	Where Council is the coordinating road authority
s 63(2)(e)	Power to conduct or to authorise the conduct of works in, on, under or over a road in an emergency	CCI, CCW, CES, CS, CWME, CWPM, CWSPM, DIO, MCWD, MES, MSA, OPM	Where Council is the infrastructure manager
s 64(1)	Duty to comply with cl 13 of sch 7	CES, DIO, MES, MSA, OPM	Where Council is the infrastructure manager or works manager
s 66(1)	Power to consent to structure etc	DIO, MES, MSA, OPM	Where Council is the coordinating road authority
s 67(2)	Function of receiving the name & address of the person responsible for distributing the sign or bill	DIO, MES, OPM	Where Council is the coordinating road authority
s 67(3)	Power to request information	DIO, MCWD, MES, MSA, OPM	Where Council is the coordinating road authority

Road Management Act 2004			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 68(2)	Power to request information	CCI, DIO, MCWD, MES, MSA, OPM	Where Council is the coordinating road authority
s 71(3)	Power to appoint an authorised officer	CEO	
s 72	Duty to issue an identity card to each authorised officer	CBP, DBIC, DIO, HRBP, MCWD, MES, MPC, MSA, OPM	
s 85	Function of receiving report from authorised officer	CCW, COS, CPV, CWME, DIO, MCWD, MES, MSA, OPM	
s 86	Duty to keep register re s 85 matters	DIO, MCWD, MES, MSA, OPM	
s 87(1)	Function of receiving complaints	CCW, COS, CPV, CWME, DIO, MCWD, MES, MSA, OPM	
s 87(2)	Duty to investigate complaint and provide report	CCW, COS, CPV, CWME, DIO, MCWD, MES, MSA, OPM	

Road Management Act 2004			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 112(2)	Power to recover damages in court	CFO , DIO, MCWD, MES, MFCP, MSA, OPM	
s 116	Power to cause or carry out inspection	CCI, CCW, CS, CWME, CWPM, CWSPM, DIO, MCWD, MES, MSA, OPM	
s 119(2)	Function of consulting with the Head, Transport for Victoria	CCI, CCW, COS, CPV, CS, CWME, CWPM, CWSPM, DIO, MCWD, MES, MSA, OPM	
s 120(1)	Power to exercise road management functions on an arterial road (with the consent of the Head, Transport for Victoria)	CCI, CCW, COS, CPV, CS, CWME, CWPM, CWSPM, DIO, MCWD, MES, MSA, OPM	
s 120(2)	Duty to seek consent of the Head, Transport for Victoria to exercise road management functions before exercising power in s 120(1)	COS, CPV, DIO, MCWD, MES, MSA, OPM	
s 121(1)	Power to enter into an agreement in respect of works	DIO, MCWD, MES, MSA, OPM	

Road Management Act 2004			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 122(1)	Power to charge and recover fees	DIO, MCWD, MES, MSA, OPM	
s 123(1)	Power to charge for any service	DIO, MCWD, MES, MSA, OPM	
sch 2 cl 2(1)	Power to make a decision in respect of controlled access roads	DIO, MES, MSA	
sch 2 cl 3(1)	Duty to make policy about controlled access roads	DIO, MES, MSA	
sch 2 cl 3(2)	Power to amend, revoke or substitute policy about controlled access roads	DIO, MES, MSA	
sch 2 cl 4	Function of receiving details of proposal from the Head, Transport for Victoria	CES, DComm, DIO, MCWD, MES, MSA, SIS	

Road Management Act 2004			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
sch 2 cl 5	Duty to publish notice of declaration	CAP, CES, DIO, MES, MSA	
sch 7 cl 7(1)	Duty to give notice to relevant coordinating road authority of proposed installation of non-road infrastructure or related works on a road reserve	CAP, CCI, CES, COS, CWPM, CWSPM, DIO, MCWD, MES, MSA	Where Council is the infrastructure manager or works manager
sch 7 cl 8(1)	Duty to give notice to any other infrastructure manager or works manager responsible for any non-road infrastructure in the area, that could be affected by any proposed installation of infrastructure or related works on a road or road reserve of any road	CAP, CCI, CES, COS, CWPM, CWSPM, DIO, MCWD, MES, MSA, OPM	Where Council is the infrastructure manager or works manager
sch 7 cl 9(1)	Duty to comply with request for information from a coordinating road authority, an infrastructure manager or a works manager responsible for existing or proposed infrastructure in relation to the location of any non-road infrastructure and technical advice or assistance in conduct of works	CAP, CCI, CES, COS, CWPM, CWSPM, DIO, MCWD, MES, MSA, OPM	Where Council is the infrastructure manager or works manager responsible for non-road infrastructure

Road Management Act 2004			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
sch 7 cl 9(2)	Duty to give information to another infrastructure manager or works manager where becomes aware any infrastructure or works are not in the location shown on records, appear to be in an unsafe condition or appear to need maintenance	CAP, CCI, CES, COS, CWPM, CWSPM, DIO, MCWD, MES, MSA, OPM, SIS	Where Council is the infrastructure manager or works manager
sch 7 cl 10(2)	Where Sch 7 cl 10(1) applies, duty to, where possible, conduct appropriate consultation with persons likely to be significantly affected	CAP, CCI, CCW, CES, COS, CWME, CWPM, CWSPM, DIO, MCWD, MES, MSA, OPM	Where Council is the infrastructure manager or works manager
sch 7 cl 12(2)	Power to direct infrastructure manager or works manager to conduct reinstatement works	CAP, CCI, CES, COS, CWPM, CWSPM, DIO, MCWD, MES, MSA	Where Council is the coordinating road authority
sch 7 cl 12(3)	Power to take measures to ensure reinstatement works are completed	CAP, CCI, CES, COS, CWPM, CWSPM, DIO, MCWD, MES, MSA	Where Council is the coordinating road authority
sch 7 cl 12(4)	Duty to ensure that works are conducted by an appropriately qualified person	CCI, COS, CS, CWPM, CWSPM, DIO, MCWD, MES, MSA	Where Council is the coordinating road authority
sch 7 cl 12(5)	Power to recover costs	CFO, DIO, MCWD, MES, MFCP, MPPR, MSA, OPM	Where Council is the coordinating road authority



Road Management Act 2004			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
sch 7 cl 13(1)	Duty to notify relevant coordinating road authority within 7 days that works have been completed, subject to sch 7 cl 13(2)	CCI, CES, COS, CWPM, CWSPM, DIO, MCWD, MES, MSA, OPM	Where Council is the works manager
sch 7 cl 13(2)	Power to vary notice period	CCI, CES, COS, DIO, MCWD, MES, MSA, OPM	Where Council is the coordinating road authority
sch 7 cl 13(3)	Duty to ensure works manager has complied with obligation to give notice under sch 7 cl 13(1)	CCI, COS, DIO, MCWD, MES, OPM	Where Council is the infrastructure manager
sch 7 cl 16(1)	Power to consent to proposed works	CES, DIO, MCWD, MES, OPM	Where Council is the coordinating road authority
sch 7 cl 16(4)	Duty to consult	CAP, CES, DIO, MCWD, MES, MSA, OPM	Where Council is the coordinating road authority, responsible authority or infrastructure manager
sch 7 cl 16(5)	Power to consent to proposed works	CES, DIO, MCWD, MES, OPM	Where Council is the coordinating road authority

Road Management Act 2004			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
sch 7 cl 16(6)	Power to set reasonable conditions on consent	CES, DIO, MCWD, MES, OPM	Where Council is the coordinating road authority
sch 7 cl 16(8)	Power to include consents and conditions	CES, DIO, MCWD, MES, OPM	Where Council is the coordinating road authority
sch 7 cl 17(2)	Power to refuse to give consent and duty to give reasons for refusal	CES, DIO, MCWD, MES, OPM	Where Council is the coordinating road authority
sch 7 cl 18(1)	Power to enter into an agreement	CES, DIO, MCWD, MES, OPM	Where Council is the coordinating road authority
sch 7 cl 19(1)	Power to give notice requiring rectification of works	CES, DIO, MCWD, MES, OPM	Where Council is the coordinating road authority
sch 7 cl 19(2) & (3)	Power to conduct the rectification works or engage a person to conduct the rectification works and power to recover costs incurred	CCW, CES, CWME, DIO, MCWD, MES, OPM	Where Council is the coordinating road authority

Road Management Act 2004			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
sch 7 cl 20(1)	Power to require removal, relocation, replacement or upgrade of existing non-road infrastructure	CES, COS, CWLA, CWPM, CWSPM, DIO, MCWD, MES, OPM	Where Council is the coordinating road authority
sch 7A cl 2	Power to cause street lights to be installed on roads	CCI, CCW, CES, COS, CWLA, CWME, CWPM, CWSPM, DIO, MCWD, MES, OPM	Power of responsible road authority where it is the coordinating road authority or responsible road authority in respect of the road
sch 7 cl 3(1)(d)	Duty to pay installation and operation costs of street lighting - where road is not an arterial road	CCI, CES, COS, DIO, MCWD, MES	Where Council is the responsible road authority
sch 7A cl 3(1)(e)	Duty to pay installation and operation costs of street lighting - where road is a service road on an arterial road and adjacent areas	CCI, CES, COS, DIO, MCWD, MES	Where Council is the responsible road authority
sch 7A cl (3)(1)(f)	Duty to pay installation and percentage of operation costs of street lighting - for arterial roads in accordance with cls 3(2) and 4	CCI, CES, COS, DIO, MCWD, MES	Duty of Council as responsible road authority that installed the light (re: installation costs) and where Council is relevant municipal council (re: operating costs)

Cemeteries and Crematoria Regulations 2015			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
r 24	Duty to ensure that cemetery complies with depth of burial requirements	CemO, CFO , DIO, GBSO, GC, GO, MGI, SGO, TLC, TLG	
r 25	Duty to ensure that the cemetery complies with the requirements for interment in concrete-lined graves	CemO, CFO , DIO, GBSO, GC, MGI, SGO, TLC, TLG	
r 27	Power to inspect any coffin, container or other receptacle if satisfied of the matters in paragraphs (a) and (b)	CemO, CFO , DIO, GBSO, GC, MGI, SGO, TLC, TLG	
r 33(1)	Duty to ensure that remains are interred in a coffin, container or receptacle in accordance with paragraphs (a)-(c)	CemO, CFO , DIO, GBSO, GC, MGI, SGO, TLC, TLG	
r 46	Power to approve certain activities under the Regulations if satisfied of regulation (1)(a)-(c)	CFO , DIO, MGI, OPM	
r 48(2)	Power to approve a person to drive, ride or use a vehicle on any surface other than a road, track or parking area	CemO, CFO , CPV, DIO, GBSO, GC, MGI, OPM, SGO, SLH,	
	Note: Schedule 2 contains Model Rules – only applicable if the cemetery trust has not made its own cemetery trust rules	Note only	

Cemeteries and Crematoria Regulations 2015			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
sch 2 cl 4	Power to approve the carrying out of an activity referred to in rules 8, 16, 17 and 18 of sch 2	CFO , DIO, MGI,	See note above regarding model rules
sch 2 cl 5(1)	Duty to display the hours during which pedestrian access is available to the cemetery	CemO, CFO , GBSO, GC, GO, MGI, SGO	See note above regarding model rules
sch 2 cl 5(2)	Duty to notify the Secretary of, (a) the hours during which pedestrian access is available to the cemetery; and (b) any changes to those hours	CemO, CFO , GBSO, GC, GO, MGI, SGO	See note above regarding model rules
sch 2 cl 6(1)	Power to give directions regarding the manner in which a funeral is to be conducted	CemO, CFO , DIO, GBSO, GC, GO, MGI, SGO, TLC, TLG	See note above regarding model rules
sch 2 cl 7(1)	Power to give directions regarding the dressing of places of interment and memorials	CemO, CFO , DIO, GBSO, GC, GO, MGI, SGO, TLC, TLG	See note above regarding model rules
sch 2 cl 8	Power to approve certain mementos on a memorial	CemO, CFO , DIO, GBSO, GC, GO, MGI, SGO, TLC, TLG	See note above regarding model rules
sch 2 cl 11(1)	Power to remove objects from a memorial or place of interment	CemO, CFO , DIO, GBSO, GC, GO, MGI, SGO, TLC, TLG	See note above regarding model rules

Cemeteries and Crematoria Regulations 2015			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
sch 2 cl 11(2)	Duty to ensure objects removed under sub rule (1) are disposed of in an appropriate manner	CemO, CFO , DIO, GBSO, GC, GO, MGI, SGO, TLC, TLG	See note above regarding model rules
sch 2 cl 12	Power to inspect any work being carried out on memorials, places of interment and buildings for ceremonies	CemO, CFO , DIO, GBSO, GC, GO, MGI, SGO, TLC, TLG	See note above regarding model rules
sch 2 cl 14	Power to approve an animal to enter into or remain in a cemetery	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG,	See note above regarding model rules
sch 2 cl 16(1)	Power to approve construction and building within a cemetery	CEO, CFO , MGI	See note above regarding model rules
sch 2 cl 17(1)	Power to approve action to disturb or demolish property of the cemetery trust	CEO, CFO , MGI	See note above regarding model rules
sch 2 cl 18(1)	Power to approve digging or planting within a cemetery	CemO, CFO , CPV, DIO, GBSO, GC, GO, MGI, OPM, SGO, SLH, TLCWH, TLRFH	See note above regarding model rules

Planning and Environment Regulations 2015			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
r.6	function of receiving notice, under section 19(1)(c) of the Act, from a planning authority of its preparation of an amendment to a planning scheme	CStP, DComm, <del>MCF</del> , <del>MPPES</del> , MSP	where Council is not the planning authority and the amendment affects land within Council's municipal district; or  where the amendment will amend the planning scheme to designate Council as an acquiring authority.
r.21	power of responsible authority to require a permit applicant to verify information (by statutory declaration or other written confirmation satisfactory to the responsible authority) in an application for a permit or to amend a permit or any information provided under section 54 of the Act	CStP, DComm, MSP, PLSP, SPC, TLSP, <del>MCF</del> , <del>MPPES</del> ,	
r.25(a)	duty to make copy of matter considered under section 60(1A)(g) available for inspection free of charge	CStP, DComm, <del>MCF</del> , <del>MPPES</del> , MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP, TLSPS	where Council is the responsible authority
r.25(b)	function of receiving a copy of any document considered under section 60(1A)(g) by the responsible authority and duty to make the document available for inspection free of charge	CStP, DComm, <del>MCF</del> , <del>MPPES</del> , MSP, PLSP, SPC, SPTO, SSP,	where Council is not the responsible authority but the relevant land is within Council's municipal district

Planning and Environment Regulations 2015			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		StatP, SUBO, TLSP, TLSPS	
r.42	function of receiving notice under section 96C(1)(c) of the Act from a planning authority of its preparation of a combined application for an amendment to a planning scheme and notice of a permit application	CSPP, CStP, DComm, MCF, <del>MPPES</del> , MSP, SSTRP, StrP	where Council is not the planning authority and the amendment affects land within Council's municipal district; or  where the amendment will amend the planning scheme to designate Council as an acquiring authority.

Planning and Environment (Fees) Regulations 2016			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
r 19	Power to waive or rebate a fee relating to an amendment of a planning scheme	CStP, DComm, MCF, <del>MPPES</del> ,	



Planning and Environment (Fees) Regulations 2016			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
r 20	Power to waive or rebate a fee other than a fee relating to an amendment to a planning scheme	CStP, DComm, MCF, MPPEs,	
r 21	Duty to record matters taken into account and which formed the basis of a decision to waive or rebate a fee under r 19 or 20	CStP, DComm, MCF, MPPEs,	

Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2020			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
r 7	Function of entering into a written agreement with a caravan park owner	CFO , CPM, CSM, DComm, DMBS, EHC, EHO, EHT, MBS, MPPR, SBS, SEHO	EHC and MBS in a coordinated approach
r 10	Function of receiving application for registration	EHC, EHO, EHT, SEHO	
r 11	Function of receiving application for renewal of registration	DMBS, EHC, EHO, EHT, MBS, SBS, SEHO	Approach to be coordinated between EHC and MBS

Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2020			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
r 12(1)	Duty to grant the registration if satisfied that the caravan park complies with these regulations	EHC, EHO, EHT, SEHO	
r 12(1)	Power to refuse to renew the registration if not satisfied that the caravan park complies with these regulations	EHC, EHO, EHT, SEHO	
r 12(2)	Duty to renew the registration if satisfied that the caravan park complies with these regulations	EHC, EHO, EHT, SEHO	
r 12(2)	Power to refuse to renew the registration if not satisfied that the caravan park complies with these regulations	CSM, DComm, DMBS, EHC, MBS	Approach to be coordinated between EHC and MBS
r 12(3)	Duty to have regard to matters in determining an application for registration or an application for renewal of registration	DMBS, EHC, EHO, EHT, MBS, SEHO	Approach to be coordinated between EHC and MBS
r 12(4) & (5)	Duty to issue certificate of registration	CSM, DComm, EHC	
r 14(1)	Function of receiving notice of transfer of ownership	EHC, EHO, EHT, SEHO	

Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2020			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
r 14(3)	Power to determine where notice of transfer is displayed	EHC, EHO, EHT, SEHO	
r 15(1)	Duty to transfer registration to new caravan park owner	EHC, EHO, EHT, SEHO	
r 15(2)	Duty to issue a certificate of transfer of registration	CSM, DComm, EHC	
r 16(1)	Power to determine the fee to accompany applications for registration or applications for renewal of registration	CSM, DComm, EHC	
r 17	Duty to keep register of caravan parks	CSM, DComm, EHC	
r 18(4)	Power to determine where the emergency contact person's details are displayed	EHC, EHO, EHT, SEHO	
r 18(6)	Power to determine where certain information is displayed	EHC, EHO, EHT, SEHO	
r 22(1)	Duty to notify a caravan park owner of the relevant emergency services agencies for the caravan park, on the request of the caravan park owner	CSM, DComm, DMBS, EHC, EHO, EHT, MBS, SBS, SEHO	

Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2020			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
r 22(2)	Duty to consult with relevant emergency services agencies	CSM, DComm, DMBS, EHC, EHO, EHT, MBS, SBS, SEHO	
r 23	Power to determine places in which caravan park owner must display a copy of emergency procedures	CSM, DComm, EHC, EHO, EHT, SEHO	
r 24	Power to determine places in which caravan park owner must display copy of public emergency warnings	CSM, DComm, DMBS, EHC, EHO, EHT, MBS, SBS, SEHO	
r 25(3)	Duty to consult with relevant floodplain management authority	CSM, DComm, EHC, EHO, EHT, MBS, MFPO, SEHO	EHO, EHT, SEHO, EHC and MBS in coordinated approach
r 26	Duty to have regard to any report of the relevant fire authority	CSM, DComm, DMBS, EHC, EHO, EHT, MBS, MFPO, SBS, SEHO	
r 28(c)	Power to approve system for the collection, removal and disposal of sewage and waste water from a movable dwelling	CSM, DComm, EHC, EHO, EHT, SEHO	

Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2020			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
r 40	Function of receiving notice of proposed installation of unregistrable movable dwelling or rigid annexe	CSM, DComm, DMBS, EHC, MBS, SBS, SEHO	
r 40(b)	Power to require notice of proposal to install unregistrable movable dwelling or rigid annexe	CSM, DComm, DMBS, EHC, MBS, SBS, SEHO	
r 41(4)	Function of receiving installation certificate	CSM, DComm, DMBS, EHC, EHO, EHT, MBS, SBS, SEHO	
r 43	Power to approve use of a non-habitable structure as a dwelling or part of a dwelling	CSM, DComm, DMBS, EHC, EHO, EHT, MBS, SBS, SEHO	
sch 3 cl 4(3)	Power to approve the removal of wheels and axles from unregistrable movable dwelling	CSM, DComm, DMBS, EHC, EHO, EHT, MBS, SBS, SEHO	

Road Management (General) Regulations 2016			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
r 8(1)	Duty to conduct reviews of road management plan	CAP, DIO, MSA	
r 9(2)	Duty to produce written report of review of road management plan and make report available	CAP, DIO, MSA	
r 9(3)	Duty to give notice where road management review is completed and no amendments will be made (or no amendments for which notice is required)	CAP, DIO, MSA	Where Council is the coordinating road authority
r.10	Duty to give notice of amendment which relates to standard of construction, inspection, maintenance or repair under s 41 of the Act	CAP, DIO, MSA	
r 13(1)	Duty to publish notice of amendments to road management plan	CAP, DIO, MSA	where Council is the coordinating road authority
r 13(3)	Duty to record on road management plan the substance and date of effect of amendment	CAP, DIO, MSA	
r 16(3)	Power to issue permit	CES, CWME, DIO, MES, OPM	Where Council is the coordinating road authority

Road Management (General) Regulations 2016			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
r 18(1)	Power to give written consent re damage to road	CES, CWME, DIO, MES, OPM	Where Council is the coordinating road authority
r 23(2)	Power to make submission to Tribunal	CES, DIO, MES, MSA	Where Council is the coordinating road authority
r 23(4)	Power to charge a fee for application under s 66(1) Road Management Act	CES, CFO , DIO, MES, MFCP, MSA	Where Council is the coordinating road authority
r 25(1)	Power to remove objects, refuse, rubbish or other material deposited or left on road	CCI, CCW, CES, CS, CWME, DIO, MCWD, MES, OPM	Where Council is the responsible road authority
r 25(2)	Power to sell or dispose of things removed from road or part of road (after first complying with regulation 25(3))	CCW, CES, CWME, DIO, MES, OPM	Where Council is the responsible road authority
r 25(5)	Power to recover in the Magistrates' Court, expenses from person responsible	CES, CFO , DIO, MES, MFCP, OPM	

Road Management (Works and Infrastructure) Regulations 2015			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
r 15	Power to exempt a person from requirement under cl 13(1) of sch 7 of the Act to give notice as to the completion of those works	CES, CWME, DIO, MES, OPM	Where Council is the coordinating road authority and where consent given under s 63(1) of the Act
r 22(2)	Power to waive whole or part of fee in certain circumstances	CES, CWME, DIO, MES, OPM	Where Council is the coordinating road authority



## **Consideration of Reports of Officers**

### **INSTRUMENT OF DELEGATION S6 FROM COUNCIL TO MEMBERS OF COUNCIL STAFF**

#### **S6 Instrument of Delegation by Council to Members of Council Staff as at 28 June 2021**

**Meeting Date: 28 June 2021**

**Attachment: B**

Frankston City



**Frankston City Council**

## **S6. Instrument of Delegation**

**Council  
to  
Members of Staff**

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## Instrument of Delegation

In exercise of the power conferred by legislation referred to in the attached Schedule, the Council:

1. delegates each duty and/or function and/or power described in column 1 of the Schedule (and summarised in column 2 of the Schedule) to the member of Council staff holding, acting in or performing the duties of the office or position described opposite each such duty and/or function and/or power in column 3 of the Schedule;
2. records that references in the Schedule are as follow:

CWLA	means	Capital Works Landscape Architect
CWPM	means	Capital Works Project Manager
CWSPM	means	Capital Works Senior Project Manager
CemO	means	Cemetery Officer
CEO	means	Chief Executive Officer
CFO	means	Chief Financial Officer
CWME	means	Civil Works Maintenance Engineer
CS	means	Construction Supervisor
CAP	means	Coordinator Asset Planning
CBP	means	Coordinator Business Partnering
CCW	means	Coordinator City Works
CCI	means	Coordinator Civil Infrastructure
CSC	means	Coordinator Compliance and Safety
CES	means	Coordinator Engineering Services
EHC	means	Coordinator Environmental Health
COS	means	Coordinator Open Spaces
CPV	means	Coordinator Parks Vegetation
CPS	means	Coordinator Payroll Services
CPM	means	Coordinator Property Management
CP	means	Coordinator Prosecutions
CSP	means	Coordinator Social Policy
CStP	means	Coordinator Strategic Planning
DMBS	means	Deputy Municipal Building Surveyor
DBIC	means	Director Business Innovation and Culture
DComm	means	Director Communities
DCA	means	Director Community Assets
DIO	means	Director Infrastructure and Operations
EHO	means	Environmental Health Officers
EHT	means	Environmental Health Technician
GBSO	means	Governance Business Support Officer
GC	means	Governance Coordinator
GO	means	Governance Officer
HRBP	means	Human Resource Business Partnering
MPPR	means	Manager Procurement Property & Risk
MCWD	means	Manager Capital Works Delivery
CSM	means	Manager Community Safety
MES	means	Manager Engineering Services
MFCP	means	Manager Financial Corporate Planning
MGI	means	Manager Governance and Information
MPC	means	Manager People and Culture
MCF	means	Manager City Futures
MSP	means	Manager Statutory Planning
MSA	means	Manager Sustainable Assets
MBS	means	Municipal Building Surveyor

MFPO	means	Municipal Fire Prevention Officer
OSMO	means	Open Space Maintenance Officer
OPM	means	Operations Manager
PIO	means	Planning Investigations Officer
PPIO	means	Planning Prosecutions Investigations Officer
PLSP	means	Practice Leader Statutory Planning
PLA	means	Principal Legal Advisor
PO	means	Prosecutions Officer
SLH	means	Section Leader Horticulture
SBS	means	Senior Building Surveyor
SEHO	means	Senior Environmental Health Officer
SGO	means	Senior Governance Officer
SSP	means	Senior Statutory Planner
SSTRP	means	Senior Strategic Planner
StatP	means	Statutory Planner
SPC	means	Statutory Planning Co-ordinator
SPTO	means	Statutory Planning Technical Officer
SIS	means	Strategic Infrastructure Specialist
StrP	means	Strategic Planner
SUBO	means	Subdivisions Officer
TLCWH	means	Team Leader CAA Waterfront Horticulture
TLC	means	Team Leader Cemetery
TLG	means	Team Leader Governance
TLRFH	means	Team Leader Roadside and Facility Horticulture
TLSP	means	Team Leader Statutory Planning
TLSPS	means	Team Leader Statutory Planning Support

3. records that on the coming into force of this Instrument of Delegation from Council to Council Members of Staff each delegation under the instrument dated 31 May 2021 is revoked.
4. declares that:
  - 4.1 this Instrument of Delegation is authorised by a resolution of Council passed on the 28 June 2021; and
  - 4.2 the delegation:
    - 4.2.1 comes into force immediately the common seal of Council is affixed to this Instrument of Delegation;
    - 4.2.2 remains in force until Council resolves to vary or revoke it;
    - 4.2.3 is subject to any conditions and limitations set out in sub-paragraph 4.3 and the Schedule; and
    - 4.2.4 must be exercised in accordance with any guidelines or policies, which Council from time to time adopts;
  - 4.3 the delegate must not determine the issue, take the action or do the act or thing:
    - 4.3.1 if the issue, action, act or thing is an issue, act or thing which Council has previously designated as an issue, act or thing which must be the subject of a Resolution of Council; or

- 4.3.2 if the determining of the issue, taking of the action or doing of the act or thing would or would be likely to involve a decision which is inconsistent with a
- (a) policy; or
  - (b) strategy
  - (c) adopted by Council; or
- 4.3.3 if the determining of the issue, the taking of the action or the doing of the act or thing cannot be the subject of a lawful delegation,; or
- 4.3.4 the determining of the issue, the taking of the action or the doing of the act or thing is already the subject of an exclusive delegation to another member of Council staff.

THE COMMON SEAL of )

FRANKSTON CITY COUNCIL )

was affixed in the presence of: )

Councillor \_\_\_\_\_

Chief Executive Officer \_\_\_\_\_

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## Schedule

## S6 Instrument of Delegation - Members of Staff

Cemeteries and Crematoria Act 2003			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 8(1)(a)(ii)	Power to manage one or more public cemeteries	CFO , MGI	Where Council is a Class B cemetery trust
s 12(1)	Function to properly and efficiently manage and maintain each public cemetery for which responsible and carry out any other function conferred under this Act	CemO, CFO , CPV, DIO, GBSO, GC, GO, MGI, OPM, SGO, SLH, TLC, TLCWH, TLG, TLRFH	Where Council is a Class B cemetery trust
s 12(2)	Duty to have regard to the matters set out in paragraphs (a ) - (c) in exercising its functions	CFO , GC, MGI	Where Council is a Class B cemetery trust
s 13	Duty to do anything necessary or convenient to enable it to carry out its functions	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 14	Power to manage multiple public cemeteries as if they are one cemetery.	CFO , MGI	
s 15(1) and (2)	Power to delegate powers or functions other than those listed	CFO , GC, MGI	
s 15(4)	Duty to keep records of delegations	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	



Cemeteries and Crematoria Act 2003			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 17(1)	Power to employ any persons necessary	CFO, DIO, MGI, OPM	
s 17(2)	Power to engage any professional, technical or other assistance considered necessary	CemO, CFO , CPV, DIO, GBSO, GC, GO, MGI, OPM, SGO, SLH, TLC, TLCWH, TLG, TLRFH	
s 17(3)	Power to determine the terms and conditions of employment or engagement	CFO , DBIC, DIO, MGI, MPC, OPM	Subject to any guidelines or directions of the Secretary
s 18(3)	Duty to comply with a direction from the Secretary	CemO, CFO , DIO, GBSO, GC, GO, MGI, OPM, SGO, TLC, TLG	
s 19	Power to carry out or permit the carrying out of works	CemO, CFO , CPV, DIO, GBSO, GC, GO, MGI, OPM, SGO, SLH, TLC, TLCWH, TLG, TLRFH	
s 20(1)	Duty to set aside areas for the interment of human remains	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 20(2)	Power to set aside areas for the purposes of managing a public cemetery	CFO , MGI	

Cemeteries and Crematoria Act 2003			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 20(3)	Power to set aside areas for those things in paragraphs (a) - (e)	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 24(2)	Power to apply to the Secretary for approval to alter the existing distribution of land	CFO , MGI	
s 36	Power to grant licences to enter and use part of the land or building in a public cemetery in accordance with s 36	CFO , DIO, MGI, OPM	Subject to the approval of the Minister
s 37	Power to grant leases over land in a public cemetery in accordance with s 37	To be retained by Council	Subject to the Minister approving the purpose
s 40	Duty to notify Secretary of fees and charges fixed under s 39	CemO, CFO , GC, MGI, SGO, TLC, TLG	
s 47	Power to pay a contribution toward the cost of the construction and maintenance of any private street adjoining or abutting a cemetery	To be retained by Council	Provided the street was constructed pursuant to the Local Government Act 1989
s 57(1)	Duty to submit a report to the Secretary every financial year in respect of powers and functions under the Act	CemO, CFO , GC, MGI, SGO, TLC, TLG	Report must contain the particulars listed in s 57(2)

Cemeteries and Crematoria Act 2003			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 59	Duty to keep records for each public cemetery	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 60(1)	Duty to make information in records available to the public for historical or research purposes	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 60(2)	Power to charge fees for providing information	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 64(4)	Duty to comply with a direction from the Secretary under s 64(3)	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 64B(d)	Power to permit interments at a reopened cemetery	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 66(1)	Power to apply to the Minister for approval to convert the cemetery, or part of it, to a historic cemetery park	CFO , GC, MGI	The application must include the requirements listed in s 66(2)(a)-(d)
s 69	Duty to take reasonable steps to notify of conversion to historic cemetery park	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	

Cemeteries and Crematoria Act 2003			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 70(1)	Duty to prepare plan of existing places of interment and make a record of any inscriptions on memorials which are to be removed	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 70(2)	Duty to make plans of existing place of interment available to the public	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 71(1)	Power to remove any memorials or other structures in an area to which an approval to convert applies	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 71(2)	Power to dispose of any memorial or other structure removed	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 72(2)	Duty to comply with request received under s 72	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 73(1)	Power to grant a right of interment	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 73(2)	Power to impose conditions on the right of interment	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	

Cemeteries and Crematoria Act 2003			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 75	Power to grant the rights of interment set out in s 75(a) and (b)	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 76(3)	Duty to allocate a piece of interment if an unallocated right is granted	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 77(4)	Power to authorise and impose terms and conditions on the removal of cremated human remains or body parts from the place of interment on application	CFO , MGI	
s 80(1)	Function of receiving notification and payment of transfer of right of interment	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 80(2)	Function of recording transfer of right of interment	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 82(2)	Duty to pay refund on the surrender of an unexercised right of interment	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 83(2)	Duty to pay refund on the surrender of an unexercised right of interment (sole holder)	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	

Cemeteries and Crematoria Act 2003			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 83(3)	Power to remove any memorial and grant another right of interment for a surrendered right of interment	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 84(1)	Function of receiving notice of surrendering an entitlement to a right of interment	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	
s.85(1)	Duty to notify holder of 25 year right of interment of expiration at least 12 months before expiry	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	The notice must be in writing and contain the requirements listed in s 85(2)
s 85(2)(b)	Duty to notify holder of 25 year right of interment of expiration of right at least 12 months before expiry	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	Does not apply where right of interment relates to remains of a deceased veteran.
85(2)(c)	Power to leave interred cremated remains undistributed in perpetuity and convert right of interment to perpetual right of interment or;  remove interred remains and re-inter at another location within cemetery grounds and remove any memorial at that place and re-establish at new or equivalent location.	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	May only be exercised where right of interment relates to cremated human remains of a deceased identified veteran, if right of interment is not extended or converted to a perpetual right of interment

Cemeteries and Crematoria Act 2003			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 86	Power to remove and dispose of cremated human remains and remove any memorial if no action taken by right holder within time specified	CemO, CFO, GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 86(2)	Power to leave interred cremated human remains undisturbed or convert the right of interment to a perpetual right of interment	CemO, CFO, GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 86(3)(a)	Power to leave interred cremated human remains undisturbed in perpetuity and convert the right of interment to a perpetual right of interment	CemO, CFO, GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 86(3)(b)	Power to remove interred cremated human remains and take further action in accordance with s 86(3)(b)	CemO, CFO, GBSO, GC, GO, MGI, SGO, TLC, TLG	
s.86(4)	power to take action under s.86(4) relating to removing and re-interring cremated human remains	CemO, CFO, GBSO, GC, GO, MGI, SGO, TLC, TLG	
s.86(5)	duty to provide notification before taking action under s.86(4)	CemO, CFO, GBSO, GC, GO, MGI, SGO, TLC, TLG	

Cemeteries and Crematoria Act 2003			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 86A	Duty to maintain place of interment and any memorial at place of interment, if action taken under s 86(3)	CemO, CFO, GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 87(3)	Duty, if requested, to extend the right for a further 25 years or convert the right to a perpetual right of interment	CemO, CFO, GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 88	Function to receive applications to carry out a lift and re-position procedure at a place of interment	CemO, CFO, GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 91(1)	Power to cancel a right of interment in accordance with s 91	CemO, CFO, GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 91(3)	Duty to publish notice of intention to cancel right of interment	CemO, CFO, GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 92	Power to pay refund or grant a right of interment in respect of another place of interment to the previous holder of the cancelled right of interment	CemO, CFO, GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 98(1)	Function of receiving application to establish or alter a memorial or a place of interment	CemO, CFO, GBSO, GC, GO, MGI, SGO, TLC, TLG	



Cemeteries and Crematoria Act 2003			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 99	Power to approve or refuse an application made under s 98, or to cancel an approval	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 99(4)	Duty to make a decision on an application under s 98 within 45 days after receipt of the application or within 45 days of receiving further information where requested	CemO, CFO , GBSO, GC, MGI, SGO, TLC, TLG	
s 100(1)	Power to require a person to remove memorials or places of interment	CemO, CFO, GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 100(2)	Power to remove and dispose a memorial or place of interment or remedy a person's failure to comply with s 100(1)	CemO, CFO , GBSO, GC, MGI, SGO, TLC, TLG	
s 100(3)	Power to recover costs of taking action under s 100(2)	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 101	Function of receiving applications to establish or alter a building for ceremonies in the cemetery	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 102(1)	Power to approve or refuse an application under section 101, if satisfied of the matters in (b) and (c)	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	

Cemeteries and Crematoria Act 2003			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 102(2) & (3)	Power to set terms and conditions in respect of, or to cancel, an approval granted under s 102(1)	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 103(1)	Power to require a person to remove a building for ceremonies	CFO , DIO, MGI, OPM	
s 103(2)	Power to remove and dispose of a building for ceremonies or remedy the failure to comply with s 103(1)	CFO , DIO, MGI, OPM	
s 103(3)	Power to recover costs of taking action under s 103(2)	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 106(1)	Power to require the holder of the right of interment of the requirement to make the memorial or place of interment safe and proper or carry out specified repairs	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 106(2)	Power to require the holder of the right of interment to provide for an examination	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 106(3)	Power to open and examine the place of interment if s 106(2) not complied with	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	

Cemeteries and Crematoria Act 2003			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 106(4)	Power to repair or - with the approval of the Secretary - take down, remove and dispose any memorial or place of interment if notice under s 106(1) is not complied with	CemO, CFO GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 107(1)	Power to require person responsible to make the building for ceremonies safe and proper or carry out specified repairs	CFO , MGI	
s 107(2)	Power to repair or take down, remove and dispose any building for ceremonies if notice under s 107(1) is not complied with	CFO , MGI	
s 108	Power to recover costs and expenses	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 109(1)(a)	Power to open, examine and repair a place of interment	CFO , MGI	Where the holder of right of interment or responsible person cannot be found
s 109(1)(b)	Power to repair a memorial or, with the Secretary's consent, take down, remove and dispose of a memorial	CFO , MGI	Where the holder of right of interment or responsible person cannot be found

Cemeteries and Crematoria Act 2003			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 109(2)	Power to repair the building for ceremonies or, with the consent of the Secretary, take down, remove and dispose of a building for ceremonies	CFO , MGI	Where the holder of right of interment or responsible person cannot be found
s 110(1)	Power to maintain, repair or restore a memorial or place of interment from other funds if unable to find right of interment holder. with consent of the Secretary	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 110(2)	Power to maintain, repair or restore any building for ceremonies from other funds if unable to find responsible person and with consent of the Secretary	CFO , DIO	
s 110A	Power to use cemetery trust funds or other funds for the purposes of establishing, maintaining, repairing or restoring any memorial or place of interment of any deceased identified veteran	CFO , MGI,	
s 111	Power to enter into agreement with a holder of the right of interment to maintain a memorial or place of interment	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 112	Power to sell and supply memorials	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	

Cemeteries and Crematoria Act 2003			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 116(4)	Duty to notify the Secretary of an interment authorisation granted	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 116(5)	Power to require an applicant to produce evidence of the right of interment holder's consent to application	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 118	Power to grant an interment authorisation if satisfied that the requirements of Division 2 of Part 8 have been met	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 119	Power to set terms and conditions for interment authorisations	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 131	Function of receiving an application for cremation authorisation	To be retained by Council	
s 133(1)	Duty not to grant a cremation authorisation unless satisfied that requirements of s 133 have been complied with	To be retained by Council	Subject to s 133(2)
s 145	Duty to comply with an order made by the Magistrates' Court or a coroner	CFO , DIO, MGI, OPM	

Cemeteries and Crematoria Act 2003			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 146	Power to dispose of bodily remains by a method other than interment or cremation	CFO , MGI	Subject to the approval of the Secretary
s 147	Power to apply to the Secretary for approval to dispose of bodily remains by a method other than interment or cremation	CFO , MGI	
s 149	Duty to cease using method of disposal if approval revoked by the Secretary	CFO , MGI	
s 150 & 152(1)	Power to authorise the interment or cremation of body parts if the requirements of Division 1 of Part 11 are met	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 151	Function of receiving applications to inter or cremate body parts	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	
s 152(2)	Power to impose terms and conditions on authorisation granted under s 150	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG	

Domestic Animals Act 1994			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 41A(1)	Power to declare a dog to be a menacing dog	CSC, SCOMPO, CSM*	Council may delegate this power to a Council authorised officer CSM* – Power to review a decision as part of an appeal process only

Environment Protection Act 1970			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 53M(3)	Power to require further information	CSM, DComm, EHC, EHO, SEHO	
s 53M(4)	Duty to advise applicant that application is not to be dealt with	CSM, DComm, EHC, EHO, SEHO	
s 53M(5)	Duty to approve plans, issue permit or refuse permit	CSM, DComm, EHC, EHO, SEHO	Refusal must be ratified by Council or it is of no effect
s 53M(6)	Power to refuse to issue septic tank permit	CSM, DComm, EHC, EHO, SEHO	Refusal must be ratified by Council or it is of no effect

Environment Protection Act 1970			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 53M(7)	Duty to refuse to issue a permit in circumstances in (a)-(c)	CSM, DComm, EHC, EHO, SEHO	Refusal must be ratified by Council or it is of no effect

Food Act 1984			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 19(2)(a)	Power to direct by written order that the food premises be put into a clean and sanitary condition	EHC, EHO, SEHO	If s 19(1) applies
s 19(2)(b)	Power to direct by written order that specified steps be taken to ensure that food prepared, sold or handled is safe and suitable	EHC, EHO, SEHO	If s 19(1) applies
s 19(3)	Power to direct by written order that the food premises not be kept or used for the sale, or handling for sale, of any food, or for the preparation of any food, or for any other specified	CEO, CSM, DComm, EHC	If s 19(1) applies



Food Act 1984			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	purpose, or for the use of any specified equipment or a specified process		Only in relation to temporary food premises or mobile food premises
s 19(4)(a)	Power to direct that an order made under s 19(3)(a) or (b), (i) be affixed to a conspicuous part of the premises, and (ii) inform the public by notice in a published newspaper or otherwise	CEO, CSM, DComm, EHC	If s 19(1) applies
s 19(6)(a)	Duty to revoke any order under section 19 if satisfied that an order has been complied with	EHC, EHO, SEHO	If s 19(1) applies
s 19(6)(b)	Duty to give written notice of revocation under section 19(6)(a) if satisfied that an order has been complied with	EHC, EHO, SEHO	If s 19(1) applies
s 19AA(2)	Power to direct, by written order, that a person must take any of the actions described in (a)-(c).	CEO, CSM, DComm, EHC	Where Council is the registration authority
s 19AA(4)(c)	Power to direct, in an order made under s 19AA(2) or a subsequent written order, that a person must ensure that any food or class of food is not removed from the premises	CEO, CSM, DComm, EHC	Note: the power to direct the matters under s 19AA(4)(a) and (b) not capable of delegation and

Food Act 1984			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
			so such directions must be made by a Council resolution
s 19AA(7)	Duty to revoke order issued under s 19AA and give written notice of revocation, if satisfied that that order has been complied with	CEO, CSM, DComm, EHC	Where Council is the registration authority
s 19CB(4)(b)	Power to request copy of records	EHC, EHO, SEHO	Where Council is the registration authority
s 19E(1)(d)	Power to request a copy of the food safety program	EHC, EHO, SEHO	Where Council is the registration authority
s 19GB	Power to request proprietor to provide written details of the name, qualification or experience of the current food safety supervisor	EHC, EHO, SEHO	Where Council is the registration authority
s 19M(4)(a) & (5)	Power to conduct a food safety audit and take actions where deficiencies are identified	EHC, EHO, SEHO	Where Council is the registration authority

Food Act 1984			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 19NA(1)	Power to request food safety audit reports	EHC, EHO, SEHO	Where Council is the registration authority
s 19U(3)	Power to waive and vary the costs of a food safety audit if there are special circumstances	CSM, DComm, EHC, SEHO	
s 19UA	Power to charge fees for conducting a food safety assessment or inspection	CSM, DComm, EHC, SEHO	Except for an assessment required by a declaration under s 19C or an inspection under ss 38B(1)(c) or 39.
s 19W	Power to direct a proprietor of a food premises to comply with any requirement under Part IIIB	EHC, EHO, SEHO	Where Council is the registration authority
s 19W(3)(a)	Power to direct a proprietor of a food premises to have staff at the premises undertake training or instruction	EHC, EHO, SEHO	Where Council is the registration authority
s 19W(3)(b)	Power to direct a proprietor of a food premises to have details of any staff training incorporated into the minimum	EHC, EHO, SEHO	Where Council is the registration authority

Food Act 1984			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	records required to be kept or food safety program of the premises		
	Power to register, renew or transfer registration	CSM, DComm, EHC, EHO, SEHO	Where Council is the registration authority  refusal to grant/renew/transfer registration must be ratified by Council or the CEO (see s 58A(2))
s 36A	Power to accept an application for registration or notification using online portal	EHC, EHO, SEHO	Where Council is the registration authority  Note: This provision commences on 1 July 2021, unless proclaimed earlier
s 36B	Duty to pay the charge for use of online portal	CSM, DComm, EHC	Where Council is the registration authority  Note: This provision commences on 1 July 2021, unless proclaimed earlier

Food Act 1984			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 38AA(5)	Power to (a) request further information; or (b) advise the proprietor that the premises must be registered if the premises are not exempt	EHC, EHO, SEHO	Where Council is the registration authority
s 38AB(4)	Power to fix a fee for the receipt of a notification under s 38AA in accordance with a declaration under s 38AB(1)	CSM, DComm, EHC, EHO, SEHO	Where Council is the registration authority
s 38A(4)	Power to request a copy of a completed food safety program template	EHC, EHO, SEHO	Where Council is the registration authority
s 38B(1)(a)	Duty to assess the application and determine which class of food premises under s 19C the food premises belongs	EHC, EHO, SEHO	Where Council is the registration authority
s 38B(1)(b)	Duty to ensure proprietor has complied with requirements of s 38A	EHC, EHO, SEHO	Where Council is the registration authority
s 38B(2)	Duty to be satisfied of the matters in s 38B(2)(a)-(b)	EHC, EHO, SEHO	Where Council is the registration authority

Food Act 1984			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 38D(1)	Duty to ensure compliance with the applicable provisions of s 38C and inspect the premises if required by s 39	EHC, EHO, SEHO	Where Council is the registration authority
s 38D(2)	Duty to be satisfied of the matters in s 38D(2)(a)-(d)	EHC, EHO, SEHO	Where Council is the registration authority
s 38D(3)	Power to request copies of any audit reports	EHC, EHO, SEHO	Where Council is the registration authority
s 38E(2)	Power to register the food premises on a conditional basis	EHC, EHO, SEHO	Where Council is the registration authority  not exceeding the prescribed time limit defined under s 38E(5)
s 38E(4)	Duty to register the food premises when conditions are satisfied	EHC, EHO, SEHO	Where Council is the registration authority
s 38F(3)(b)	Power to require proprietor to comply with requirements of this Act	EHC, EHO, SEHO	Where Council is the registration authority

Food Act 1984			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 38G(1)	Power to require notification of change of the food safety program type used for the food premises	EHC, EHO, SEHO	Where Council is the registration authority Note: This provision commences on 1 July 2021, unless proclaimed earlier
s 38G(2)	Power to require the proprietor of the food premises to comply with any requirement of the Act	EHC, EHO, SEHO	Where Council is the registration authority Note: This provision commences on 1 July 2021, unless proclaimed earlier
s 39A	Power to register, renew or transfer food premises despite minor defects	EHC, EHO, SEHO	Where Council is the registration authority  Only if satisfied of matters in s 39A(2)(a)-(c)
s 40(2)	Power to incorporate the certificate of registration in one document with any certificate of registration under Part 6 of the Public Health and Wellbeing Act 2008	CSM, DComm, EHC, EHO, SEHO	

Food Act 1984			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 40C(2)	Power to grant or renew the registration of food premises for a period of less than 1 year	CSM, DComm, EHC, EHO, SEHO	Where Council is the registration authority
s 40D(1)	Power to suspend or revoke the registration of food premises	CSM, DComm, EHC	Where Council is the registration authority
s 40F	Power to cancel registration of food premises	CSM, EHC, EHO, SEHO	Where Council is the registration authority Note: This provision commences on 1 July 2021, unless proclaimed earlier
s 43F(6)	Duty to be satisfied that registration requirements under Division 3 have been met prior to registering, transferring or renewing registration of a component of a food business	EHC, EHO, SEHO	Where Council is the registration authority
s 43F(7)	Power to register the components of the food business that meet requirements in Division 3 and power to refuse to register the components that do not meet the requirements	EHC, EHO, SEHO	Where Council is the registration authority



Food Act 1984			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 46(5)	Power to institute proceedings against another person where the offence was due to an act or default by that other person and where the first person charged could successfully defend a prosecution, without proceedings first being instituted against the person first charged	CSM, DComm, EHC, EHO, SEHO	Where Council is the registration authority

Heritage Act 2017			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 116	Power to sub-delegate Executive Director's functions, duties or powers	DComm, MCF, MSP	<p>Must first obtain Executive Director's written consent</p> <p>Council can only sub-delegate if the Instrument of Delegation from the Executive Director authorises sub-delegation</p>

Local Government Act 1989			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 185L(4)	Power to declare and levy a cladding rectification charge	CFO , DComm, DMBS, MBS, MFCP	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 4B	Power to prepare an amendment to the Victorian Planning Provisions	To be retained by Council	If authorised by the Minister
s 4G	Function of receiving prescribed documents and a copy of the Victorian Planning Provisions from the Minister	CStP, DComm, MCF	
s 4H	Duty to make amendment to Victoria Planning Provisions available	CStP, DComm, MCF	
s 4I	Duty to keep Victorian Planning Provisions and other documents available	CStP, DComm, MCF	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 8A(2)	Power to prepare amendment to the planning scheme where the Minister has given consent under s 8A	CStP, DComm, MCF	
s 8A(3)	Power to apply to Minister to prepare an amendment to the planning scheme	CStP, DComm, MCF	
s 8A(5)	Function of receiving notice of the Minister's decision	CStP, DComm, MCF	
s 8A(7)	Power to prepare the amendment specified in the application without the Minister's authorisation if no response received after 10 business days	CStP, DComm, MCF	
s 8B(2)	Power to apply to the Minister for authorisation to prepare an amendment to the planning scheme of an adjoining municipal district	To be retained by Council	
s 12(3)	Power to carry out studies and do things to ensure proper use of land and consult with other persons to ensure co-ordination of planning scheme with these persons	To be retained by Council	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 12A(1)	Duty to prepare a municipal strategic statement (including power to prepare a municipal strategic statement under s19 of the Planning and Environment (Planning Schemes) Act 1996)	To be retained by Council	
s 12B(1)	Duty to review planning scheme	CStP, DComm, MCF	
s 12B(2)	Duty to review planning scheme at direction of Minister	CStP, DComm, MCF	
s.12B(5)	duty to report findings of review of planning scheme to Minister without delay	CStP, DComm, MCF	
s 14	duties of a Responsible Authority as set out in s 14(a) to (d)	CStP, DComm, MCF	
s 17(1)	Duty of giving copy amendment to the planning scheme	CStP, DComm, MCF, MSP, SPC	
s 17(2)	Duty of giving copy s 173 agreement	CStP, DComm, MCF, MSP, SPC	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 17(3)	Duty of giving copy amendment, explanatory report and relevant documents to the Minister within 10 business days	CStP, DComm, MCF, MSP, SPC	
s 18	Duty to make amendment etc. available	CStP, DComm, MCF, MSP, SPC	
s 19	Power to give notice, to decide not to give notice, to publish notice of amendment to a planning scheme and to exercise any other power under s 19 to a planning scheme	To be retained by Council	
s 19	Function of receiving notice of preparation of an amendment to a planning scheme	To be retained by Council	Where Council is not the planning authority and the amendment affects land within Council's municipal district; or  Where the amendment will amend the planning scheme to designate Council as an acquiring authority.
s 20(1)	Power to apply to Minister for exemption from the requirements of s19	To be retained by Council	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 21(2)	Duty to make submissions available	CStP, DComm, MCF, MSP, SPC	
s 21A(4)	Duty to publish notice	CStP, DComm, MCF, MSP, SPC	
s 22	Duty to consider all submissions	CStP, DComm, MCF, MSP, SPC	Except submissions which request a change to the items in s 22(5)(a) and (b)
s 23(1)(b)	Duty to refer submissions which request a change to the amendment to a panel	CStP, DComm, MCF	
s 23(2)	Power to refer to a panel submissions which do not require a change to the amendment	To be retained by Council	
s 24	Function to represent Council and present a submission at a panel hearing (including a hearing referred to in s 96D)	CStP, DComm, MCF, MSP, PLSP, SPC, SSP, TLSP	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 26(1)	Power to make report available for inspection	CStP, DComm, MCF, MSP, PLSP, SPC, SSP, TLSP	
s 26(2)	Duty to keep report of panel available for inspection	CStP, DComm, MCF, MSP, PLSP, SPC, SSP, TLSP	
s 27(2)	Power to apply for exemption if panel's report not received	To be retained by Council	
s 28	Duty to notify the Minister if abandoning an amendment	CStP, DComm, MCF, MSP, PLSP, SPC, SSP, TLSP	Note: the power to make a decision to abandon an amendment cannot be delegated
s 30(4)(a)	Duty to say if amendment has lapsed	CStP, DComm, MCF	
s 30(4)(b)	Duty to provide information in writing upon request	CStP, DComm, MCF	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 32(2)	Duty to give more notice if required	CStP, DComm, MCF	
s 33(1)	Duty to give more notice of changes to an amendment	CStP, DComm, MCF	
s 36(2)	Duty to give notice of approval of amendment	CStP, DComm, MCF	
s 38(5)	Duty to give notice of revocation of an amendment	CStP, DComm, MCF	
s 39	Function of being a party to a proceeding commenced under s 39 and duty to comply with determination by VCAT	CStP, DComm, MCF	
s 40(1)	Function of lodging copy of approved amendment	CStP, DComm, MCF	
s 41	Duty to make approved amendment available	CStP, DComm, MCF	
s 42	Duty to make copy of planning scheme available	CStP, DComm, MCF	
s 46AW	Function of being consulted by the Minister	CStP, DComm, MCF, MSP, SPC	Where Council is a responsible public entity



Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 46AX	Function of receiving a draft Statement of Planning Policy and written direction in relation to the endorsement of the draft Statement of Planning Policy  Power to endorse the draft Statement of Planning Policy	CStP, DComm, MCF, MSP, SPC	Where Council is a responsible public entity
s 46AZC(2)	Duty not to prepare an amendment to a declared area planning scheme that is inconsistent with a Statement of Planning Policy for the declared area that is expressed to be binding on the responsible public entity	CStP, DComm, MCF	Where Council is a responsible public entity
s 46AZK	Duty not to act inconsistently with any provision of the Statement of Planning Policy that is expressed to be binding on the public entity when performing a function or duty or exercising a power in relation to the declared area	CStP, DComm, MCF, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	Where Council is a responsible public entity
s 46GI(2)(b)(i)	Power to agree to a lower rate of standard levy for a class of development of a particular type of land than the rate specified in a Minister's direction	CStP, DComm, MCF	Where Council is the planning authority, the municipal Council of the municipal district in which the land is located and/or the development agency

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 46GJ(1)	Function of receiving written directions from the Minister in relation to the preparation and content of infrastructure contributions plans	CStP, DComm, MCF	
s 46GK	Duty to comply with a Minister's direction that applies to Council as the planning authority	CStP, DComm, MCF	
s 46GN(1)	Duty to arrange for estimates of values of inner public purpose land	CStP, DComm, MCF	
s 46GO(1)	Duty to give notice to owners of certain inner public purpose land	CStP, DComm, MCF	
s 46GP	Function of receiving a notice under s 46GO	CStP, DComm, MCF	Where Council is the collecting agency
s 46GQ	Function of receiving a submission from an affected owner who objects to the estimated value per hectare (or other appropriate unit of measurement) of the inner public purpose land	CStP, DComm, MCF	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 46GR(1)	Duty to consider every submission that is made by the closing date for submissions included in the notice under s 46GO	CStP, DComm, MCF	
s 46GR(2)	Power to consider a late submission Duty to consider a late submission if directed to do so by the Minister	CStP, DComm, MCF	
s 46GS(1)	Power to accept or reject the estimate of the value of the inner public purpose land in a submission made under s 46GQ	CStP, DComm, MCF	
s 46GS(2)	Duty, if Council rejects the estimate of the value of the inner public purpose land in the submission, to refer the matter to the valuer-general, and notify the affected owner of the rejection and that the matter has been referred to the valuer-general	CStP, DComm, MCF	
s 46GT(2)	Duty to pay half of the fee fixed by the valuer-general for arranging and attending the conference	CStP, DComm, MCF	
s 46GT(4)	Function of receiving, from the valuer-general, written confirmation of the agreement between the planning authority's	CStP, DComm, MCF	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	valuer and the affected owner's valuer as to the estimated value of the inner public purpose land		
s 46GT(6)	Function of receiving, from the valuer-general, written notice of a determination under s 46GT(5)	CStP, DComm, MCF	
s 46GU	Duty not to adopt an amendment under s.29 to an infrastructure contributions plan that specifies a land credit amount or a land equalisation amount that relates to a parcel of land in the ICP plan area of the plan unless the criteria in s 46GU(1)(a) and (b) are met	CStP, DComm, MCF	
s 46GV(3)	Function of receiving the monetary component and any land equalisation amount of the infrastructure contribution  Power to specify the manner in which the payment is to be made	CStP, DComm, MCF	Where Council is the collecting agency
s 46GV(3)(b)	Power to enter into an agreement with the applicant	DComm	Where Council is the collecting agency
s 46GV(4)(a)	Function of receiving the inner public purpose land in accordance with s 46GV(5) and (6)	DComm	Where Council is the development agency

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 46GV(4)(b)	Function of receiving the inner public purpose land in accordance with s 46GV(5) and (6)	DComm	Where Council is the collecting agency
s 46GV(7)	Duty to impose the requirements set out in s 46GV(3) and (4) as conditions on the permit applied for by the applicant to develop the land in the ICP plan area	CStP, DComm, MCF	
s 46GV(9)	Power to require the payment of a monetary component or the provision of the land component of an infrastructure contribution to be secured to Council's satisfaction	CStP, DComm, MCF	Where Council is the collecting agency
s 46GX(1)	Power to accept works, services or facilities in part or full satisfaction of the monetary component of an infrastructure contribution payable	CStP, DComm, MCF	Where Council is the collecting agency
s 46GX(2)	Duty, before accepting the provision of works, services or facilities by an applicant under s 46GX(1), to obtain the agreement of the development agency or agencies specified in the approved infrastructure contributions plan	CStP, DComm, MCF	Where Council is the collecting agency
s 46GY(1)	Duty to keep proper and separate accounts and records	CStP, DComm, MCF	Where Council is the collecting agency

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 46GY(2)	Duty to keep the accounts and records in accordance with the Local Government Act 2020	CStP, DComm, MCF	Where Council is the collecting agency
s 46GZ(2)(a)	Duty to forward any part of the monetary component that is imposed for plan preparation costs to the planning authority that incurred those costs	DComm	Where Council is the collecting agency under an approved infrastructure contributions plan This duty does not apply where Council is that planning authority
s 46GZ(2)(a)	Function of receiving the monetary component	DComm	Where the Council is the planning authority This duty does not apply where Council is also the collecting agency
s 46GZ(2)(b)	Duty to forward any part of the monetary component that is imposed for the provision of works, services or facilities to the development agency that is specified in the plan, as responsible for those works, services or facilities	CStP, DComm, MCF	Where Council is the collecting agency under an approved infrastructure contributions plan This provision does not apply where Council is also the relevant development agency
s 46GZ(2)(b)	Function of receiving the monetary component	DComm	Where Council is the development agency under an approved infrastructure contributions plan.

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
			This provision does not apply where Council is also the collecting agency
s 46GZ(4)	Duty to use any land equalisation amounts to pay land credit amounts under s 46GZ(7), except any part of those amounts that are to be forwarded to a development agency under s 46GZ(5)	DComm	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZ(5)	Duty to forward any part of a land equalisation amount required for the acquisition of outer public purpose land by a development agency specified in the approved infrastructure contributions plan to that development agency	CFO , CStP, DComm, MFCP, MCF, TLSPS	Where Council is the collecting agency under an approved infrastructure contributions plan  This provision does not apply where Council is also the relevant development agency
s 46GZ(5)	Function of receiving any part of a land equalisation amount required for the acquisition of outer public purpose land	DComm	Where Council is the development agency specified in the approved infrastructure contributions plan  This provision does not apply where Council is also the collecting agency
s 46GZ(7)	Duty to pay to each person who must provide an infrastructure contribution under the approved infrastructure contributions	DComm	Where Council is the collecting agency under an approved infrastructure contributions plan

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	plan any land credit amount to which the person is entitled under s 46GW		
s 46GZ(9)	Duty to transfer the estate in fee simple in the land to the development agency specified in the approved infrastructure contributions plan as responsible for the use and development of that land	CFO , CStP, DComm, MFCP, MCF, TLSPS	<p>If any inner public purpose land is vested in Council under the Subdivision Act 1988 or acquired by Council before the time it is required to be provided to Council under s 46GV(4)</p> <p>Where Council is the collecting agency under an approved infrastructure contributions plan</p> <p>This duty does not apply where Council is also the development agency</p>
s 46GZ(9)	Function of receiving the fee simple in the land	DComm	<p>Where Council is the development agency under an approved infrastructure contributions plan</p> <p>This duty does not apply where Council is also the collecting agency</p>
s 46GZA(1)	Duty to keep proper and separate accounts and records	CStP, DComm, MCF	Where Council is the development agency under an approved infrastructure contributions plan



Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 46GZA(2)	Duty to keep the accounts and records in accordance with the Local Government Act 2020	CStP, DComm, MCF, PLSP, TLSP	Where Council is a development agency under an approved infrastructure contributions plan
s 46GZB(3)	Duty to follow the steps set out in s 46GZB(3)(a) – (c)	CStP, DComm, MCF	Where Council is a development agency under an approved infrastructure contributions plan
s 46GZB(4)	Duty, in accordance with requirements of the VPA, to report on the use of the infrastructure contribution in the development agency's annual report and provide reports on the use of the infrastructure contribution to the VPA	CStP, DComm, MCF	If the VPA is the collecting agency under an approved infrastructure contributions plan Where Council is a development agency under an approved infrastructure contributions plan
s 46GZD(2)	Duty, within 6 months after the date on which the approved infrastructure contributions plan expires, to follow the steps set out in s 46GZD(2)(a) and (b)	CStP, DComm, MCF	Where Council is the development agency under an approved infrastructure contributions plan
s 46GZD(3)	Duty to follow the steps set out in s 46GZD(3)(a) and (b)	CStP, DComm, MCF	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZD(5)	Duty to make payments under s 46GZD(3) in accordance with ss 46GZD(5)(a) and 46GZD(5)(b)	CStP, DComm, MCF	Where Council is the collecting agency under an approved infrastructure contributions plan

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 46GZE(2)	Duty to forward the land equalisation amount back to the collecting agency within 6 months after the expiry date if any part of a land equalisation amount paid or forwarded to a development agency for acquiring outer public purpose land has not been expended by the development agency to acquire that land at the date on which the approved infrastructure contributions plan expires	CFO , DComm, MFCP, MCF	Where Council is the development agency under an approved infrastructure contributions plan  This duty does not apply where Council is also the collecting agency
s 46GZE(2)	Function of receiving the unexpended land equalisation amount	DComm	Where Council is the collecting agency under an approved infrastructure contributions plan  This duty does not apply where Council is also the development agency
s 46GZE(3)	Duty, within 12 months after the date on which the approved infrastructure contributions plan expires, to follow the steps set out in s 46GZE(3)(a) and (b)	CStP, DComm, MCF	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZF(2)	Duty, within 12 months after the date on which the approved infrastructure contributions plan expires, to use the public purpose land for a public purpose approved by the Minister or sell the public purpose land	DComm	Where Council is the development agency under an approved infrastructure contributions plan

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s.46GZF(3)	Duty, if land is sold under s.46GZF(2)(b), to follow the steps in s.46GZF(3)(a) and (b)	CStP, DComm, MCF	Where Council is the development agency under an approved infrastructure contributions plan
s 46GZF(3)	s 46GZF(3)(a) function of receiving proceeds of sale	DComm	Where Council is the collection agency under an approved infrastructure contributions plan  This provision does not apply where Council is also the development agency
s 46GZF(4)	Duty to divide the proceeds of the public purpose land among the current owners of each parcel of land in the ICP plan area and pay each current owner a portion of the proceeds in accordance with s 46GZF(5)	DComm	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZF(6)	Duty to make the payments under s 46GZF(4) in accordance with s 46GZF(6)(a) and (b)	DComm	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZH	Power to recover the monetary component, or any land equalisation amount of the land component, payable under Part 3AB as a debt in any court of competent jurisdiction	DComm	Where Council is the collecting agency under an approved infrastructure contributions plan

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 46GZI	Duty to prepare and give a report to the Minister at the times required by the Minister	CFO , DComm, MFCP, MCF	Where Council is a collecting agency or development agency
s 46GZK	Power to deal with public purpose land which has vested in, been acquired by, or transferred to, Council	DComm	Where Council is a collecting agency or development agency
s 46LB(3)	Duty to publish, on Council's Internet site, the payable dwelling amount for a financial year on or before 1 July of each financial year for which the amount is adjusted under s 46LB (2)	DComm	
s 46N(1)	Duty to include condition in permit regarding payment of development infrastructure levy	CStP, DComm, MCF, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	
s 46N(2)(c)	Function of determining time and manner for receipt of development contributions levy	CStP, DComm, MCF, MSP, PLSP, SPC, TLSP	
s 46N(2)(d)	Power to enter into an agreement with the applicant regarding payment of development infrastructure levy	DComm, MCF, MSP	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 46O(1)(a) & (2)(a)	Power to ensure that community infrastructure levy is paid, or agreement is in place, prior to issuing building permit	DComm, DMBS, MBS, MCF, MSP, SBS	
s 46O(1)(d) & (2)(d)	Power to enter into agreement with the applicant regarding payment of community infrastructure levy	DComm, MCF, MSP	
s 46P(1)	Power to require payment of amount of levy under s 46N or s 46O to be satisfactorily secured	CStP, DComm, MCF, MSP, PLSP, SPC, TLSP	
s 46P(2)	Power to accept provision of land, works, services or facilities in part or full payment of levy payable	CStP, DComm, MCF, MSP, PLSP, SPC, TLSP	
s 46Q(1)	Duty to keep proper accounts of levies paid	CFO , MFCEP	
s 46Q(1A)	Duty to forward to development agency part of levy imposed for carrying out works, services, or facilities on behalf of development agency or plan preparation costs incurred by a development agency or plan preparation costs incurred by a development agency	CFO , CStP, DComm, MFCEP, MCF, MSP, SPC, TLSPS	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 46Q(2)	Duty to apply levy only for a purpose relating to the provision of plan preparation costs or the works, services and facilities in respect of which the levy was paid etc	CFO , DComm, DIO, MES, MFCP, MSP	
s 46Q(3)	Power to refund any amount of levy paid if it is satisfied the development is not to proceed	DComm, MCF, MSP	Only applies when levy is paid to Council as a 'development agency'
s 46Q(4)(c)	Duty to pay amount to current owners of land in the area if an amount of levy has been paid to a municipal council as a development agency for plan preparation costs incurred by the Council or for the provision by the Council of works, services or facilities in an area under s 46Q(4)(a)	CFO , DComm, MFCP, MCF, MSP	Must be done within six months of the end of the period required by the development contributions plan and with the consent of, and in the manner approved by, the Minister
s 46Q(4)(d)	Duty to submit to the Minister an amendment to the approved development contributions plan	CStP, DComm, MCF, MSP	Must be done in accordance with Part 3
s46Q(4)(e)	Duty to expend that amount on other works etc.	CES, CFO , DIO, MCWD, MFCP	With the consent of, and in the manner approved by, the Minister
s 46QC	Power to recover any amount of levy payable under Part 3B	CFO , DComm, MFCP, MCF, MSP	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 46QD	Duty to prepare report and give a report to the Minister	DComm, MCF, MSP	Where Council is a collecting agency or development agency
s 47	Power to decide that an application for a planning permit does not comply with that Act	CStP, DComm, MCF, MSP, PLSP, SPC, SPTO, SSP, SUBO, TLSP	
s 49(1)	Duty to keep a register of all applications for permits and determinations relating to permits	CStP, DComm, MCF, MSP, PLSP, SPC, SPTO, SSP, SUBO, TLSP, TLSPS	
s 49(2)	Duty to make register available for inspection	CStP, DComm, MCF, MSP, PLSP, SPC, SPTO, SSP, SUBO, TLSP, TLSPS	
s 50(4)	Duty to amend application	CStP, DComm, MCF, MSP, PLSP, SPC,	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		SPTO, SSP, SUBO, TLSP	
s 50(5)	Power to refuse to amend application	CStP, DComm, MCF, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	
s 50(6)	Duty to make note of amendment to application in register	DComm, MSP, PLSP, SPC, TLSP	
s 50A(1)	Power to make amendment to application	CStP, DComm, MCF, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	
s 50A(3)	Power to require applicant to notify owner and make a declaration that notice has been given	CStP, DComm, MCF, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	



Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 50A(4)	Duty to note amendment to application in register	CStP, DComm, MCF, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	
s 51	Duty to make copy of application available for inspection	DComm, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP, TLSPS	
s 52(1)(a)	Duty to give notice of the application to owners/occupiers of adjoining allotments unless satisfied that the grant of permit would not cause material detriment to any person	CStP, DComm, MCF, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	
s 52(1)(b)	Duty to give notice of the application to other municipal council where appropriate	CStP, DComm, MCF, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 52(1)(c)	Duty to give notice of the application to all persons required by the planning scheme	CStP, DComm, MCF, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	
s 52(1)(ca)	Duty to give notice of the application to owners and occupiers of land benefited by a registered restrictive covenant if may result in breach of covenant	CStP, DComm, MCF, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	
s 52(1)(cb)	Duty to give notice of the application to owners and occupiers of land benefited by a registered restrictive covenant if application is to remove or vary the covenant	CStP, DComm, MCF, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	
s 52(1)(d)	Duty to give notice of the application to other persons who may be detrimentally effected	CStP, DComm, MCF, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	
s.52(1AA)	Duty to give notice of an application to remove or vary a registered restrictive covenant	CStP, DComm, MCF, MSP, PLSP, SPC,	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		SPTO, SSP, StatP, SUBO, TLSP	
s 52(3)	Power to give any further notice of an application where appropriate	CStP, DComm, MCF, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	
s 53(1)	Power to require the applicant to give notice under s 52(1) to persons specified by it	CStP, DComm, MCF, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	
s 53(1A)	Power to require the applicant to give the notice under s 52(1AA)	CStP, DComm, MCF, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	
s 54(1)	Power to require the applicant to provide more information	CStP, DComm, MCF, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 54(1A)	Duty to give notice in writing of information required under s 54(1)	CStP, DComm, MCF, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	
s 54(1B)	Duty to specify the lapse date for an application	CStP, DComm, MCF, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	
s 54A(3)	Power to decide to extend time or refuse to extend time to give required information	CStP, DComm, MCF, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	
s 54A(4)	Duty to give written notice of decision to extend or refuse to extend time under s 54A(3)	CStP, DComm, MCF, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 55(1)	Duty to give copy application, together with the prescribed information, to every referral authority specified in the planning scheme	CStP, DComm, MCF, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	
s 57(2A)	Power to reject objections considered made primarily for commercial advantage for the objector	To be retained by Council	
s 57(3)	Function of receiving name and address of persons to whom notice of decision is to go	DComm, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP, TLSPS	
s 57(5)	Duty to make available for inspection copy of all objections	DComm, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP, TLSPS	
s 57A(4)	Duty to amend application in accordance with applicant's request, subject to s 57A(5)	CStP, DComm, MCF, MSP, PLSP, SPC,	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		SPTO, SSP, StatP, SUBO, TLSP	
s 57A(5)	Power to refuse to amend application	CStP, DComm, MCF, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	
s 57A(6)	Duty to note amendments to application in register	DComm, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP, TLSPS	
s 57B(1)	Duty to determine whether and to whom notice should be given	CStP, DComm, MCF, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	
s 57B(2)	Duty to consider certain matters in determining whether notice should be given	CStP, DComm, MCF, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 57C(1)	Duty to give copy of amended application to referral authority	CStP, DComm, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	
s 58	Duty to consider every application for a permit	CStP, DComm, MCF, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	
s 58A	Power to request advice from the Planning Application Committee	DComm, MSP, PLSP, SPC, TLSP	
s 60	Duty to consider certain matters	CStP, DComm, MCF, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	
s 60(1A)	Duty to consider certain matters	CStP, DComm, MCF, MSP, PLSP, SPC,	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		SPTO, SSP, StatP, SUBO, TLSP	
s 60(1B)	Duty to consider number of objectors in considering whether use or development may have significant social effect	CStP, DComm, MCF, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	
s 61(1)	Power to determine permit application, either to decide to grant a permit, to decide to grant a permit with conditions or to refuse a permit application	DComm, MSP, PLSP, SPC, TLSP	The permit must not be inconsistent with a cultural heritage management plan under the Aboriginal Heritage Act 2006
s 61(2)	Duty to decide to refuse to grant a permit if a relevant determining referral authority objects to grant of permit	DComm, MSP, PLSP, SPC, TLSP	
s 61(2A)	Power to decide to refuse to grant a permit if a relevant recommending referral authority objects to the grant of permit	DComm, MSP, SPC, TLSP	
s 61(3)(a)	Duty not to decide to grant a permit to use coastal Crown land without Minister's consent	DComm, MSP, PLSP, SPC, TLSP	



Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 61(3)(b)	Duty to refuse to grant the permit without the Minister's consent	DComm, MSP, PLSP, SPC, TLSP	
s 61(4)	Duty to refuse to grant the permit if grant would authorise a breach of a registered restrictive covenant	DComm, MSP, PLSP, SPC, TLSP	
s 62(1)	Duty to include certain conditions in deciding to grant a permit	DComm, MSP, PLSP, SPC, TLSP	
s 62(2)	Power to include other conditions	DComm, MSP, PLSP, SPC, TLSP	
s 62(4)	Duty to ensure conditions are consistent with paragraphs (a),(b) and (c)	DComm, MSP, PLSP, SPC, TLSP	
s 62(5)(a)	Power to include a permit condition to implement an approved development contributions plan or an approved infrastructure contributions plan	DComm, MSP, PLSP, SPC, TLSP	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 62(5)(b)	Power to include a permit condition that specified works be provided on or to the land or paid for in accordance with s 173 agreement	DComm, MSP, PLSP, SPC, TLSP	
s 62(5)(c)	Power to include a permit condition that specified works be provided or paid for by the applicant	DComm, MSP, PLSP, SPC, TLSP	
s 62(6)(a)	Duty not to include a permit condition requiring a person to pay an amount for or provide works except in accordance with ss 46N(1), 46GV(7) or 62(5)	DComm, MSP, PLSP, SPC, TLSP	
s 62(6)(b)	Duty not to include a permit condition requiring a person to pay an amount for or provide works except a condition that a planning scheme requires to be included as referred to in s 62(1)(a)	DComm, MSP, PLSP, SPC, TLSP	
s 63	Duty to issue the permit where made a decision in favour of the application (if no one has objected)	CStP, DComm, MCF, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 64(1)	Duty to give notice of decision to grant a permit to applicant and objectors	DComm, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP, TLSPS	This provision applies also to a decision to grant an amendment to a permit - see s 75
s 64(3)	Duty not to issue a permit until after the specified period	CStP, DComm, MCF, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	This provision applies also to a decision to grant an amendment to a permit - see s 75
s 64(5)	Duty to give each objector a copy of an exempt decision	DComm, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP, TLSPS	This provision applies also to a decision to grant an amendment to a permit - see s 75
s 64A	Duty not to issue permit until the end of a period when an application for review may be lodged with VCAT or until VCAT has determined the application, if a relevant recommending referral authority has objected to the grant of a permit	DComm, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP, TLSPS	This provision applies also to a decision to grant an amendment to a permit - see s 75A

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 65(1)	Duty to give notice of refusal to grant permit to applicant and person who objected under s 57	DComm, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP, TLSPS	
s 66(1)	Duty to give notice under s 64 or s 65 and copy permit to relevant determining referral authorities	DComm, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP, TLSPS	
s 66(2)	Duty to give a recommending referral authority notice of its decision to grant a permit	DComm, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP, TLSPS	If the recommending referral authority objected to the grant of the permit or the responsible authority decided not to include a condition on the permit recommended by the recommending referral authority
s 66(4)	Duty to give a recommending referral authority notice of its decision to refuse a permit	DComm, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP, TLSPS	If the recommending referral authority objected to the grant of the permit or the recommending referral authority recommended that a permit condition be included on the permit

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 66(6)	Duty to give a recommending referral authority a copy of any permit which Council decides to grant and a copy of any notice given under s 64 or 65	DComm, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP, TLSPS	If the recommending referral authority did not object to the grant of the permit or the recommending referral authority did not recommend a condition be included on the permit
s 69(1)	Function of receiving application for extension of time of permit	DComm, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP, TLSPS	
s 69(1A)	Function of receiving application for extension of time to complete development	DComm, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP, TLSPS	
s 69(2)	Power to extend time	DComm, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP, TLSPS	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 70	Duty to make copy permit available for inspection	DComm, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP, TLSPS	
s 71(1)	Power to correct certain mistakes	DComm, MSP, PLSP, SPC, TLSP	
s 71(2)	Duty to note corrections in register	DComm, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP, TLSPS	
s 73	Power to decide to grant amendment subject to conditions	DComm, MSP, PLSP, SPC, TLSP	
s 74	Duty to issue amended permit to applicant if no objectors	DComm, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP, TLSPS	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 76	Duty to give applicant and objectors notice of decision to refuse to grant amendment to permit	DComm, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP, TLSPS	
s 76A(1)	Duty to give relevant determining referral authorities copy of amended permit and copy of notice	DComm, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP, TLSPS	
s 76A(2)	Duty to give a recommending referral authority notice of its decision to grant an amendment to a permit	DComm, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP, TLSPS	If the recommending referral authority objected to the amendment of the permit or the responsible authority decided not to include a condition on the amended permit recommended by the recommending referral authority
s 76A(4)	Duty to give a recommending referral authority notice of its decision to refuse a permit	DComm, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP, TLSPS	If the recommending referral authority objected to the amendment of the permit or the recommending referral authority recommended that a permit condition be included on the amended permit

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 76A(6)	Duty to give a recommending referral authority a copy of any amended permit which Council decides to grant and a copy of any notice given under s 64 or 76	DComm, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP, TLSPS	If the recommending referral authority did not object to the amendment of the permit or the recommending referral authority did not recommend a condition be included on the amended permit
s 76D	Duty to comply with direction of Minister to issue amended permit	DComm, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP, TLSPS	
s 83	Function of being respondent to an appeal	DComm, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP, TLSPS	
s 83B	Duty to give or publish notice of application for review	DComm, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP, TLSPS	



Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 84(1)	Power to decide on an application at any time after an appeal is lodged against failure to grant a permit	DComm, MSP, PLSP, SPC, TLSP	
s 84(2)	Duty not to issue a permit or notice of decision or refusal after an application is made for review of a failure to grant a permit	DComm, MSP, PLSP, SPC, TLSP	
s 84(3)	Duty to tell principal registrar if decide to grant a permit after an application is made for review of its failure to grant a permit	DComm, MSP, PLSP, SPC, TLSP	
s 84(6)	Duty to issue permit on receipt of advice within 3 working days	DComm, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP, TLSPS	
s 84AB	Power to agree to confining a review by the Tribunal	DComm	
s 86	Duty to issue a permit at order of Tribunal within 3 working days	DComm, MSP, PLSP, SPC, SPTO, SSP,	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		StatP, SUBO, TLSP, TLSPS	
s 87(3)	Power to apply to VCAT for the cancellation or amendment of a permit	DComm, MSP, PPIO, SPC	
s 90(1)	Function of being heard at hearing of request for cancellation or amendment of a permit	DComm, MSP, PIO, PPIO, SPC	
s 91(2)	Duty to comply with the directions of VCAT	DComm, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP, TLSPS	
s 91(2A)	Duty to issue amended permit to owner if Tribunal so directs	DComm, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP, TLSPS	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 92	Duty to give notice of cancellation/amendment of permit by VCAT to persons entitled to be heard under s 90	DComm, MSP, PIO, PLSP, PPIO, SPC, SPTO, SSP, StatP, SUBO, TLSP, TLSPS	
s 93(2)	Duty to give notice of VCAT order to stop development	DComm, MSP, PIO, PLSP, PPIO, SPC, SPTO, SSP, StatP, SUBO, TLSP, TLSPS	
s 95(3)	Function of referring certain applications to the Minister	DComm, MSP, PLSP, SPC, TLSP	
s 95(4)	Duty to comply with an order or direction	DComm, MSP, PIO, PLSP, PPIO, SPC, SPTO, SSP, StatP, SUBO, TLSP	
s 96(1)	Duty to obtain a permit from the Minister to use and develop its land	DComm, MSP, PLSP, SPC, TLSP	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 96(2)	Function of giving consent to other persons to apply to the Minister for a permit to use and develop Council land	DComm, MSP, PLSP, SPC, TLSP	
s 96A(2)	Power to agree to consider an application for permit concurrently with preparation of proposed amendment	To be retained by Council	
s 96C	Power to give notice, to decide not to give notice, to publish notice and to exercise any other power under s 96C	To be retained by Council	
s 96F	Duty to consider the panel's report under s 96E	To be retained by Council	
s 96G(1)	Power to determine to recommend that a permit be granted or to refuse to recommend that a permit be granted and power to notify applicant of the determination (including power to give notice under s 23 of the Planning and Environment (Planning Schemes) Act 1996)	To be retained by Council	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 96H(3)	Power to give notice in compliance with Minister's direction	CStP, DComm, MCF, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	
s 96J	Power to issue permit as directed by the Minister	CStP, DComm, MCF, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP, TLSPS	
s 96K	Duty to comply with direction of the Minister to give notice of refusal	CStP, DComm, MCF, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	
s 96Z	Duty to keep levy certificates given to it under ss 47 or 96A for no less than 5 years from receipt of the certificate	CStP, DComm, MCF, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 97C	Power to request Minister to decide the application	To be retained by Council	
s 97D(1)	Duty to comply with directions of Minister to supply any document or assistance relating to application	CStP, DComm, MCF, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	
s 97G(3)	Function of receiving from Minister copy of notice of refusal to grant permit or copy of any permit granted by the Minister	CStP, DComm, MCF, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	
s 97G(6)	Duty to make a copy of permits issued under s 97F available for inspection	CStP, DComm, MCF, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP, TLSPS	
s 97L	Duty to include Ministerial decisions in a register kept under s 49	CStP, DComm, MCF, MSP, PLSP, SPC,	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		SPTO, SSP, StatP, SUBO, TLSP, TLSPS	
s 97MH	Duty to provide information or assistance to the Planning Application Committee	DComm, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP, TLSPS	
s 97MI	Duty to contribute to the costs of the Planning Application Committee or subcommittee	To be retained by Council	
s 97O	Duty to consider application and issue or refuse to issue certificate of compliance	DComm, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	
s 97P(3)	Duty to comply with directions of VCAT following an application for review of a failure or refusal to issue a certificate	DComm, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 97Q(2)	Function of being heard by VCAT at hearing of request for amendment or cancellation of certificate	DComm, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	
s 97Q(4)	Duty to comply with directions of VCAT	DComm, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP	
s 97R	Duty to keep register of all applications for certificate of compliance and related decisions	DComm, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP, TLSPS	
s 98(1)&(2)	Function of receiving claim for compensation in certain circumstances	DComm, MSP, SPC	
s 98(4)	Duty to inform any person of the name of the person from whom compensation can be claimed	DComm, MSP, SPC	
s 101	Function of receiving claim for expenses in conjunction with claim	DComm, MSP, SPC	



Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 103	Power to reject a claim for compensation in certain circumstances	DComm, MSP, SPC	
s.107(1)	function of receiving claim for compensation	DComm, MSP, SPC	
s 107(3)	Power to agree to extend time for making claim	DComm, MSP, SPC	
s 114(1)	Power to apply to the VCAT for an enforcement order	DComm, MSP, PIO, PPIO, SPC	
s 117(1)(a)	Function of making a submission to the VCAT where objections are received	DComm, MSP, PIO, PPIO, SPC	
s 120(1)	Power to apply for an interim enforcement order where s 114 application has been made	DComm, MSP, PIO, PPIO, SPC	
s 123(1)	Power to carry out work required by enforcement order and recover costs	DComm, MSP, PIO, PPIO, SPC	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 123(2)	Power to sell buildings, materials, etc salvaged in carrying out work under s 123(1)	DComm, MSP, SPC	Except Crown Land
s 129	Function of recovering penalties	DComm, MSP, PIO, PPIO, SPC	
s 130(5)	Power to allow person served with an infringement notice further time	DComm, MSP, PIO, PPIO, SPC	
s 149A(1)	Power to refer a matter to the VCAT for determination	To be retained by Council	
s 149A(1A)	power to apply to VCAT for the determination of a matter relating to the interpretation of a s.173 agreement	DComm, MSP, SPC	
s 156	Duty to pay fees and allowances (including a payment to the Crown under s 156(2A)), and payment or reimbursement for reasonable costs and expenses incurred by the panel in carrying out its functions unless the Minister directs otherwise under s 156(2B)power to ask for contribution under s 156(3) and power to abandon amendment or part of it under s 156(4)	CStP, DComm, MSP, SPC	Where Council is the relevant planning authority

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 171(2)(f)	Power to carry out studies and commission reports	CStP, DComm, MSP, SPC	
s 171(2)(g)	Power to grant and reserve easements	DComm, MSP, SPC	
s 172C	Power to compulsorily acquire any outer public purpose land that is specified in the approved infrastructure contributions plan	DComm	Where Council is a development agency specified in an approved infrastructure contributions plan
s 172D(1)	Power to compulsorily acquire any inner public purpose land that is specified in the plan before the time that the land is required to be provided to Council under s 46GV(4)	DComm	Where Council is a collecting agency specified in an approved infrastructure contributions plan
s 172D(2)	Power to compulsorily acquire any inner public purpose land, the use and development of which is to be the responsibility of Council under the plan, before the time that the land is required to be provided under s 46GV(4)	DComm	Where Council is the development agency specified in an approved infrastructure contributions plan
s 173(1)	Power to enter into agreement covering matters set out in s 174	DComm, MSP	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 173(1A)	Power to enter into an agreement with an owner of land for the development or provision of land in relation to affordable housing	DComm, MSP	Where Council is the relevant responsible authority
	Power to decide whether something is to the satisfaction of Council, where an agreement made under s 173 of the Planning and Environment Act 1987 requires something to be to the satisfaction of Council or Responsible Authority	DComm, MSP, PLSP, SPC, TLSP	
	Power to give consent on behalf of Council, where an agreement made under s 173 of the Planning and Environment Act 1987 requires that something may not be done without the consent of Council or Responsible Authority	DComm, MSP, PLSP, SPC, TLSP	
s 177(2)	Power to end a s 173 agreement with the agreement of all those bound by any covenant in the agreement or otherwise in accordance with Division 2 of Part 9	DComm, MSP, SPC	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 178	power to amend a s 173 agreement with the agreement of all those bound by any covenant in the agreement or otherwise in accordance with Division 2 of Part 9	DComm, MSP, SPC	
s 178A(1)	Function of receiving application to amend or end an agreement	DComm, MSP, SPC	
s 178A(3)	Function of notifying the owner as to whether it agrees in principle to the proposal under s 178A(1)	DComm, MSP, SPC	
s 178A(4)	Function of notifying the applicant and the owner as to whether it agrees in principle to the proposal	DComm, MSP, SPC	
s 178A(5)	Power to propose to amend or end an agreement	DComm, MSP, SPC	
s 178B(1)	Duty to consider certain matters when considering proposal to amend an agreement	DComm, MSP, SPC	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 178B(2)	Duty to consider certain matters when considering proposal to end an agreement	DComm, MSP, SPC	
s 178C(2)	Duty to give notice of the proposal to all parties to the agreement and other persons who may be detrimentally affected by decision to amend or end	DComm, MSP, SPC	
s 178C(4)	Function of determining how to give notice under s 178C(2)	DComm, MSP, SPC	
s 178E(1)	Duty not to make decision until after 14 days after notice has been given	DComm, MSP, SPC	
s.178E(2)(a)	Power to amend or end the agreement in accordance with the proposal	DComm, MSP, SPC	If no objections are made under s 178D Must consider matters in s 178B
s 178E(2)(b)	Power to amend or end the agreement in a manner that is not substantively different from the proposal	DComm, MSP, SPC	If no objections are made under s 178D Must consider matters in s 178B

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 178E(2)(c)	Power to refuse to amend or end the agreement	DComm, MSP, SPC	If no objections are made under s 178D Must consider matters in s 178B
s 178E(3)(a)	Power to amend or end the agreement in accordance with the proposal	DComm, MSP, SPC	After considering objections, submissions and matters in s 178B
s 178E(3)(b)	Power to amend or end the agreement in a manner that is not substantively different from the proposal	DComm, MSP, SPC	After considering objections, submissions and matters in s 178B
s.178E(3)(c)	power to amend or end the agreement in a manner that is substantively different from the proposal	DComm, MSP, SPC	After considering objections, submissions and matters in s.178B
s 178E(3)(d)	Power to refuse to amend or end the agreement	DComm, MSP, SPC	After considering objections, submissions and matters in s 178B
s 178F(1)	Duty to give notice of its decision under s 178E(3)(a) or (b)	DComm, MSP, SPC	
s 178F(2)	Duty to give notice of its decision under s 178E(2)(c) or (3)(d)	DComm, MSP, SPC	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 178F(4)	Duty not to proceed to amend or end an agreement under s 178E until at least 21 days after notice has been given or until an application for review to the Tribunal has been determined or withdrawn	DComm, MSP, SPC	
s 178G	Duty to sign amended agreement and give copy to each other party to the agreement	DComm, MSP, SPC	
s 178H	Power to require a person who applies to amend or end an agreement to pay the costs of giving notices and preparing the amended agreement	DComm, MSP, SPC	
s 178I(3)	Duty to notify, in writing, each party to the agreement of the ending of the agreement relating to Crown land	DComm, MSP, SPC	
s 179(2)	Duty to make available for inspection copy agreement	DComm, MSP, SPC, TLSPS	
s 181	Duty to apply to the Registrar of Titles to record the agreement and to deliver a memorial to Registrar-General	DComm, MSP, SPC	



Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 181(1A)(a)	Power to apply to the Registrar of Titles to record the agreement	DComm, MSP, SPC	
s 181(1A)(b)	Duty to apply to the Registrar of Titles, without delay, to record the agreement	DComm, MSP, SPC	
s 182	Power to enforce an agreement	DComm, MSP, PIO, PPIO, SPC	
s 183	Duty to tell Registrar of Titles of ending/amendment of agreement	DComm, MSP, SPC	
s 184F(1)	Power to decide to amend or end an agreement at any time after an application for review of the failure of Council to make a decision	DComm, MSP, SPC	
s 184F(2)	Duty not to amend or end the agreement or give notice of the decision after an application is made to VCAT for review of a failure to amend or end an agreement	DComm, MSP, SPC	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 184F(3)	Duty to inform the principal registrar if the responsible authority decides to amend or end an agreement after an application is made for the review of its failure to end or amend the agreement	DComm, MSP, SPC	
s 184F(5)	Function of receiving advice from the principal registrar that the agreement may be amended or ended in accordance with Council's decision	DComm, MSP, SPC	
s 184G(2)	Duty to comply with a direction of the Tribunal	DComm, MSP, SPC	
s 184G(3)	Duty to give notice as directed by the Tribunal	DComm, MSP, SPC	
s 198(1)	Function to receive application for planning certificate	DComm, MSP, SPC, TLSPS	
s 199(1)	Duty to give planning certificate to applicant	DComm, MSP, SPC, TLSPS	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 201(1)	Function of receiving application for declaration of underlying zoning	CStP, DComm, MCF, MSP, SPC, TLSP	
s 201(3)	Duty to make declaration	DComm, MSP, PLSP, SPC, TLSP	
	Power to decide, in relation to any planning scheme or permit, that a specified thing has or has not been done to the satisfaction of Council	DComm, MSP, PLSP, SPC, TLSP	
	Power, in relation to any planning scheme or permit, to consent or refuse to consent to any matter which requires the consent or approval of Council	DComm, MSP, PLSP, SPC, TLSP	
	Power to approve any plan or any amendment to a plan or other document in accordance with a provision of a planning scheme or condition in a permit	DComm, MSP, PLSP, SPC, TLSP	
	Power to give written authorisation in accordance with a provision of a planning scheme	DComm, MSP, PLSP, SPC, TLSP	

Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 201UAB(1)	Function of providing the Victoria Planning Authority with information relating to any land within municipal district	CStP, DComm, MCF, MSP, PLSP, SPC, TLSP	
s 201UAB(2)	Duty to provide the Victoria Planning Authority with information requested under s 201UAB(1) as soon as possible	CStP, DComm, MCF, MSP, PLSP, SPC, TLSP	

Residential Tenancies Act 1997			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 91ZU(1)	Power to give a renter a notice to vacate rented premises	CFO , CPM, MPPR	Where Council is a public statutory authority engaged in the provision of housing  Note: this power is not yet in force and will commence on 27 April 2021, unless proclaimed earlier
s 91ZZC(1)	Power to give a renter a notice to vacate rented premises	CFO , CPM, MPPR	Where Council is a public statutory authority authorised to acquire land compulsorily for its purposes

Residential Tenancies Act 1997			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
			Note: this power is not yet in force and will commence on 27 April 2021, unless proclaimed earlier
s 91ZZE(1)	Power to give a renter a notice to vacate rented premises	CFO , CPM, MPPR	Where Council is a public statutory authority engaged in the provision of housing  Note: this power is not yet in force and will commence on 27 April 2021, unless proclaimed earlier
s 91ZZE(3)	Power to publish Council's criteria for eligibility for the provision of housing	CFO , CPM, MPPR	Where Council is a public statutory authority engaged in the provision of housing  Note: this power is not yet in force and will commence on 27 April 2021, unless proclaimed earlier
s 142D	Function of receiving notice regarding an unregistered rooming house	CSM, DComm, EHC, EHO, EHT, SEHO	

Residential Tenancies Act 1997			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 142G(1)	Duty to enter required information in Rooming House Register for each rooming house in municipal district	CSM, DComm, DMBS, EHC, EHO, EHT, MBS, SBS, SEHO	
s 142G(2)	Power to enter certain information in the Rooming House Register	EHC, EHO, EHT, SEHO	
s 142I(2)	Power to amend or revoke an entry in the Rooming House Register if necessary to maintain the accuracy of the entry	EHC, EHO, EHT, SEHO	
s 206AZA(2)	Function of receiving written notification	CFO , CPM, CSM, DComm, EHC, EHO, EHT, MBS, MPPR, SEHO	Note: this power is not yet in force and will commence on 27 April 2021, unless proclaimed earlier
s 207ZE(2)	Function of receiving written notification	CFO , CPM, CSM, DComm, EHC, EHO, EHT, MBS, MPPR, SEHO	Note: this power is not yet in force and will commence on 27 April 2021, unless proclaimed earlier

Residential Tenancies Act 1997			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 311A(2)	Function of receiving written notification	CFO , CPM, CSM, DComm, EHC, EHO, EHT, MBS, MPPR, SEHO	
s 317ZDA(2)	Function of receiving written notification	CFO , CPM, CSM, DComm, EHC, EHO, EHT, MBS, MPPR, SEHO	
s 518F	Power to issue notice to caravan park regarding emergency management plan if determined that the plan does not comply with the requirements	CSM, DComm, DMBS, EHC, EHO, EHT, MBS, SBS, SEHO	
s 522(1)	Power to give a compliance notice to a person	DMBS, EHC, EHO, EHT, MBS, SBS, SEHO	
s 525(2)	Power to authorise an officer to exercise powers in s 526 (either generally or in a particular case)	CEO	

Residential Tenancies Act 1997			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 525(4)	Duty to issue identity card to authorised officers	CBP, CPS, CSM, DBIC, DComm, MPC	
s 526(5)	Duty to keep record of entry by authorised officer under s 526	CSM, DComm	
s 526A(3)	Function of receiving report of inspection	CSM, DComm, DMBS, EHC, EHO, EHT, MBS, SEHO	
s 527	Power to authorise a person to institute proceedings (either generally or in a particular case)	CEO	



Road Management Act 2004			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 11(1)	Power to declare a road by publishing a notice in the Government Gazette	CFO , GC, MGI, SGO, TLG	Obtain consent in circumstances specified in s 11(2)
s 11(8)	Power to name a road or change the name of a road by publishing notice in Government Gazette	CFO , GC, MGI, SGO, TLG	
s 11(9)(b)	Duty to advise Registrar	CFO , GC, MGI, PLA, SGO, TLG	
s 11(10)	Duty to inform Secretary to Department of Environment, Land, Water and Planning of declaration etc.	CFO , GC, MGI, PLA, SGO, TLG	Subject to s 11(10A)
s 11(10A)	Duty to inform Secretary to Department of Environment, Land, Water and Planning or nominated person	CFO , GC, MGI, PLA, SGO, TLG	Where Council is the coordinating road authority
s 12(2)	Power to discontinue road or part of a road	To be retained by Council	Where Council is the coordinating road authority
s 12(4)	Duty to publish, and provide copy, notice of proposed discontinuance	CFO , GC, MGI, PLA	Power of coordinating road authority where it is the discontinuing body

Road Management Act 2004			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
			Unless s 12(11) applies
s 12(5)	Duty to consider written submissions received within 28 days of notice	CFO , GC, MGI, PLA	Duty of coordinating road authority where it is the discontinuing body Unless s 12(11) applies
s 12(6)	Function of hearing a person in support of their written submission	To be retained by Council	Function of coordinating road authority where it is the discontinuing body Unless s 12(11) applies
s 12(7)	Duty to fix day, time and place of meeting under s 12(6) and to give notice	CFO , GC, MGI, PLA	Duty of coordinating road authority where it is the discontinuing body  Unless s 12(11) applies
s 12(10)	Duty to notify of decision made	CFO , MGI	Duty of coordinating road authority where it is the discontinuing body

Road Management Act 2004			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
			Does not apply where an exemption is specified by the regulations or given by the Minister
s 13(1)	Power to fix a boundary of a road by publishing notice in Government Gazette	CFO , DIO, GC, MGI, MSA, PLA	Power of coordinating road authority and obtain consent under s 13(3) and s 13(4) as appropriate
s 14(4)	Function of receiving notice from the Head, Transport for Victoria	CFO , DIO, MES, MGI, MSA	
s 14(7)	Power to appeal against decision of the Head, Transport for Victoria	CFO , DIO, MES, MGI, MSA	
s 15(1)	Power to enter into arrangement with another road authority, utility or a provider of public transport to transfer a road management function of the road authority to the other road authority, utility or provider of public transport	CES, DIO, MES, MSA, OPM	

Road Management Act 2004			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 15(1A)	Power to enter into arrangement with a utility to transfer a road management function of the utility to the road authority	DIO, MES, MSA, OPM	
s 15(2)	Duty to include details of arrangement in public roads register	CAP, DIO, MSA	
s 16(7)	Power to enter into an arrangement under s 15	DIO, MSA, OPM	
s 16(8)	Duty to enter details of determination in public roads register	CAP, DIO, MSA	
s 17(2)	Duty to register public road in public roads register	CAP, DIO, MSA	Where Council is the coordinating road authority
s 17(3)	Power to decide that a road is reasonably required for general public use	CAP, DIO, MSA	Where Council is the coordinating road authority
s 17(3)	Duty to register a road reasonably required for general public use in public roads register	CAP, DIO, MSA	Where Council is the coordinating road authority

Road Management Act 2004			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 17(4)	Power to decide that a road is no longer reasonably required for general public use	CAP, CFO , DIO, MES, MGI, MSA	Where Council is the coordinating road authority
s 17(4)	Duty to remove road no longer reasonably required for general public use from public roads register	CAP, DIO, MSA	Where Council is the coordinating road authority
s 18(1)	Power to designate ancillary area	CAP, DIO, MSA	Where Council is the coordinating road authority, and obtain consent in circumstances specified in s 18(2)
s 18(3)	Duty to record designation in public roads register	CAP, DIO, MSA	Where Council is the coordinating road authority
s 19(1)	Duty to keep register of public roads in respect of which it is the coordinating road authority	CAP, DIO, MSA	
s 19(4)	Duty to specify details of discontinuance in public roads register	CAP, DIO, MSA	

Road Management Act 2004			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 19(5)	Duty to ensure public roads register is available for public inspection	CAP, DIO, MSA	
s 21	Function of replying to request for information or advice	CAP, DIO, MSA	Obtain consent in circumstances specified in s 11(2)
s 22(2)	Function of commenting on proposed direction	CAP, DIO, MSA	
s 22(4)	Duty to publish a copy or summary of any direction made under s 22 by the Minister in its annual report.	CAP, DIO, MSA	
s 22(5)	Duty to give effect to a direction under s 22	CAP, DIO, MSA	
s 40(1)	Duty to inspect, maintain and repair a public road.	CAP, CCI, CCW, CES, CS, CWME, CWPM, CWSPM, DIO, MCWD, MES, MSA, OPM	
s 40(5)	Power to inspect, maintain and repair a road which is not a public road	CAP, CCW, CES, CWME, DIO, MES, MSA, OPM	

Road Management Act 2004			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 41(1)	Power to determine the standard of construction, inspection, maintenance and repair	CCI, CCW, CES, CS, CWME, CWPM, CWSPM, DIO, MCWD, MES, MSA, OPM	
s 42(1)	Power to declare a public road as a controlled access road	CAP, DIO, MSA	Power of coordinating road authority and sch 2 also applies
s 42(2)	Power to amend or revoke declaration by notice published in Government Gazette	CAP, DIO, MSA	Power of coordinating road authority and sch 2 also applies
s 42A(3)	Duty to consult with Head, Transport for Victoria and Minister for Local Government before road is specified	CAP, DIO, MSA	Where Council is the coordinating road authority If road is a municipal road or part thereof
s 42A(4)	Power to approve Minister's decision to specify a road as a specified freight road	CES, DIO, MES, MSA	Where Council is the coordinating road authority If road is a municipal road or part thereof and where road is to be specified a freight road

Road Management Act 2004			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 48EA	Duty to notify the owner or occupier of land and provider of public transport on which rail infrastructure or rolling stock is located (and any relevant provider of public transport)	CAP, DIO, MES, MSA	Where Council is the responsible road authority, infrastructure manager or works manager
s 48M(3)	Function of consulting with the relevant authority for purposes of developing guidelines under s 48M	CAP, DIO, MSA	
s 49	Power to develop and publish a road management plan	CAP, DIO, MSA	
s 51	Power to determine standards by incorporating the standards in a road management plan	CAP, DIO, MSA	
s 53(2)	Power to cause notice to be published in Government Gazette of amendment etc of document in road management plan	CAP, DIO, MSA	
s 54(2)	Duty to give notice of proposal to make a road management plan	CAP, DIO, MSA	



Road Management Act 2004			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 54(5)	Duty to conduct a review of road management plan at prescribed intervals	CAP, DIO, MSA	
s 54(6)	Power to amend road management plan	CAP, DIO, MSA	
s 54(7)	Duty to incorporate the amendments into the road management plan	CAP, DIO, MSA	
s 55(1)	Duty to cause notice of road management plan to be published in Government Gazette and newspaper	CAP, DIO, MSA	
s 63(1)	Power to consent to conduct of works on road	CCI, CCW, CES, CS, CWME, CWPM, CWSPM, DIO, MCWD, MES, MSA, OPM	Where Council is the coordinating road authority
s 63(2)(e)	Power to conduct or to authorise the conduct of works in, on, under or over a road in an emergency	CCI, CCW, CES, CS, CWME, CWPM, CWSPM, DIO, MCWD, MES, MSA, OPM	Where Council is the infrastructure manager
s 64(1)	Duty to comply with cl 13 of sch 7	CES, DIO, MES, MSA, OPM	Where Council is the infrastructure manager or works manager

Road Management Act 2004			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 66(1)	Power to consent to structure etc	DIO, MES, MSA, OPM	Where Council is the coordinating road authority
s 67(2)	Function of receiving the name & address of the person responsible for distributing the sign or bill	DIO, MES, OPM	Where Council is the coordinating road authority
s 67(3)	Power to request information	DIO, MCWD, MES, MSA, OPM	Where Council is the coordinating road authority
s 68(2)	Power to request information	CCI, DIO, MCWD, MES, MSA, OPM	Where Council is the coordinating road authority
s 71(3)	Power to appoint an authorised officer	CEO	
s 72	Duty to issue an identity card to each authorised officer	CBP, DBIC, DIO, HRBP, MCWD, MES, MPC, MSA, OPM	
s 85	Function of receiving report from authorised officer	CCW, COS, CPV, CWME, DIO, MCWD, MES, MSA, OPM	

Road Management Act 2004			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 86	Duty to keep register re s 85 matters	DIO, MCWD, MES, MSA, OPM	
s 87(1)	Function of receiving complaints	CCW, COS, CPV, CWME, DIO, MCWD, MES, MSA, OPM	
s 87(2)	Duty to investigate complaint and provide report	CCW, COS, CPV, CWME, DIO, MCWD, MES, MSA, OPM	
s 112(2)	Power to recover damages in court	CFO , DIO, MCWD, MES, MFCP, MSA, OPM	
s 116	Power to cause or carry out inspection	CCI, CCW, CS, CWME, CWPM, CWSPM, DIO, MCWD, MES, MSA, OPM	
s 119(2)	Function of consulting with the Head, Transport for Victoria	CCI, CCW, COS, CPV, CS, CWME, CWPM, CWSPM, DIO, MCWD, MES, MSA, OPM	

Road Management Act 2004			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 120(1)	Power to exercise road management functions on an arterial road (with the consent of the Head, Transport for Victoria)	CCI, CCW, COS, CPV, CS, CWME, CWPM, CWSPM, DIO, MCWD, MES, MSA, OPM	
s 120(2)	Duty to seek consent of the Head, Transport for Victoria to exercise road management functions before exercising power in s 120(1)	COS, CPV, DIO, MCWD, MES, MSA, OPM	
s 121(1)	Power to enter into an agreement in respect of works	DIO, MCWD, MES, MSA, OPM	
s 122(1)	Power to charge and recover fees	DIO, MCWD, MES, MSA, OPM	
s 123(1)	Power to charge for any service	DIO, MCWD, MES, MSA, OPM	
sch 2 cl 2(1)	Power to make a decision in respect of controlled access roads	DIO, MES, MSA	

Road Management Act 2004			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
sch 2 cl 3(1)	Duty to make policy about controlled access roads	DIO, MES, MSA	
sch 2 cl 3(2)	Power to amend, revoke or substitute policy about controlled access roads	DIO, MES, MSA	
sch 2 cl 4	Function of receiving details of proposal from the Head, Transport for Victoria	CES, DComm, DIO, MCWD, MES, MSA, SIS	
sch 2 cl 5	Duty to publish notice of declaration	CAP, CES, DIO, MES, MSA	
sch 7 cl 7(1)	Duty to give notice to relevant coordinating road authority of proposed installation of non-road infrastructure or related works on a road reserve	CAP, CCI, CES, COS, CWPM, CWSPM, DIO, MCWD, MES, MSA	Where Council is the infrastructure manager or works manager
sch 7 cl 8(1)	Duty to give notice to any other infrastructure manager or works manager responsible for any non-road infrastructure in the area, that could be affected by any proposed installation of infrastructure or related works on a road or road reserve of any road	CAP, CCI, CES, COS, CWPM, CWSPM, DIO, MCWD, MES, MSA, OPM	Where Council is the infrastructure manager or works manager

Road Management Act 2004			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
sch 7 cl 9(1)	Duty to comply with request for information from a coordinating road authority, an infrastructure manager or a works manager responsible for existing or proposed infrastructure in relation to the location of any non-road infrastructure and technical advice or assistance in conduct of works	CAP, CCI, CES, COS, CWPM, CWSPM, DIO, MCWD, MES, MSA, OPM	Where Council is the infrastructure manager or works manager responsible for non-road infrastructure
sch 7 cl 9(2)	Duty to give information to another infrastructure manager or works manager where becomes aware any infrastructure or works are not in the location shown on records, appear to be in an unsafe condition or appear to need maintenance	CAP, CCI, CES, COS, CWPM, CWSPM, DIO, MCWD, MES, MSA, OPM, SIS	Where Council is the infrastructure manager or works manager
sch 7 cl 10(2)	Where Sch 7 cl 10(1) applies, duty to, where possible, conduct appropriate consultation with persons likely to be significantly affected	CAP, CCI, CCW, CES, COS, CWME, CWPM, CWSPM, DIO, MCWD, MES, MSA, OPM	Where Council is the infrastructure manager or works manager
sch 7 cl 12(2)	Power to direct infrastructure manager or works manager to conduct reinstatement works	CAP, CCI, CES, COS, CWPM, CWSPM, DIO, MCWD, MES, MSA	Where Council is the coordinating road authority

Road Management Act 2004			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
sch 7 cl 12(3)	Power to take measures to ensure reinstatement works are completed	CAP, CCI, CES, COS, CWPM, CWSPM, DIO, MCWD, MES, MSA	Where Council is the coordinating road authority
sch 7 cl 12(4)	Duty to ensure that works are conducted by an appropriately qualified person	CCI, COS, CS, CWPM, CWSPM, DIO, MCWD, MES, MSA	Where Council is the coordinating road authority
sch 7 cl 12(5)	Power to recover costs	CFO , DIO, MCWD, MES, MFCP, MPPR, MSA, OPM	Where Council is the coordinating road authority
sch 7 cl 13(1)	Duty to notify relevant coordinating road authority within 7 days that works have been completed, subject to sch 7 cl 13(2)	CCI, CES, COS, CWPM, CWSPM, DIO, MCWD, MES, MSA, OPM	Where Council is the works manager
sch 7 cl 13(2)	Power to vary notice period	CCI, CES, COS, DIO, MCWD, MES, MSA, OPM	Where Council is the coordinating road authority
sch 7 cl 13(3)	Duty to ensure works manager has complied with obligation to give notice under sch 7 cl 13(1)	CCI, COS, DIO, MCWD, MES, OPM	Where Council is the infrastructure manager

Road Management Act 2004			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
sch 7 cl 16(1)	Power to consent to proposed works	CES, DIO, MCWD, MES, OPM	Where Council is the coordinating road authority
sch 7 cl 16(4)	Duty to consult	CAP, CES, DIO, MCWD, MES, MSA, OPM	Where Council is the coordinating road authority, responsible authority or infrastructure manager
sch 7 cl 16(5)	Power to consent to proposed works	CES, DIO, MCWD, MES, OPM	Where Council is the coordinating road authority
sch 7 cl 16(6)	Power to set reasonable conditions on consent	CES, DIO, MCWD, MES, OPM	Where Council is the coordinating road authority
sch 7 cl 16(8)	Power to include consents and conditions	CES, DIO, MCWD, MES, OPM	Where Council is the coordinating road authority
sch 7 cl 17(2)	Power to refuse to give consent and duty to give reasons for refusal	CES, DIO, MCWD, MES, OPM	Where Council is the coordinating road authority



Road Management Act 2004			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
sch 7 cl18(1)	Power to enter into an agreement	CES, DIO, MCWD, MES, OPM	Where Council is the coordinating road authority
sch7 cl 19(1)	Power to give notice requiring rectification of works	CES, DIO, MCWD, MES, OPM	Where Council is the coordinating road authority
sch 7 cl 19(2) & (3)	Power to conduct the rectification works or engage a person to conduct the rectification works and power to recover costs incurred	CCW, CES, CWME, DIO, MCWD, MES, OPM	Where Council is the coordinating road authority
sch 7 cl 20(1)	Power to require removal, relocation, replacement or upgrade of existing non-road infrastructure	CES, COS, CWLA, CWPM, CWSPM, DIO, MCWD, MES, OPM	Where Council is the coordinating road authority
sch 7A cl 2	Power to cause street lights to be installed on roads	CCI, CCW, CES, COS, CWLA, CWME, CWPM, CWSPM, DIO, MCWD, MES, OPM	Power of responsible road authority where it is the coordinating road authority or responsible road authority in respect of the road
sch 7 cl 3(1)(d)	Duty to pay installation and operation costs of street lighting - where road is not an arterial road	CCI, CES, COS, DIO, MCWD, MES	Where Council is the responsible road authority

Road Management Act 2004			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
sch 7A cl 3(1)(e)	Duty to pay installation and operation costs of street lighting - where road is a service road on an arterial road and adjacent areas	CCI, CES, COS, DIO, MCWD, MES	Where Council is the responsible road authority
sch 7A cl (3)(1)(f)	Duty to pay installation and percentage of operation costs of street lighting - for arterial roads in accordance with cls 3(2) and 4	CCI, CES, COS, DIO, MCWD, MES	Duty of Council as responsible road authority that installed the light (re: installation costs) and where Council is relevant municipal council (re: operating costs)

Cemeteries and Crematoria Regulations 2015			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
r 24	Duty to ensure that cemetery complies with depth of burial requirements	CemO, CFO , DIO, GBSO, GC, GO, MGI, SGO, TLC, TLG	
r 25	Duty to ensure that the cemetery complies with the requirements for interment in concrete-lined graves	CemO, CFO , DIO, GBSO, GC, MGI, SGO, TLC, TLG	

Cemeteries and Crematoria Regulations 2015			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
r 27	Power to inspect any coffin, container or other receptacle if satisfied of the matters in paragraphs (a) and (b)	CemO, CFO , DIO, GBSO, GC, MGI, SGO, TLC, TLG	
r 33(1)	Duty to ensure that remains are interred in a coffin, container or receptacle in accordance with paragraphs (a)-(c)	CemO, CFO , DIO, GBSO, GC, MGI, SGO, TLC, TLG	
r 46	Power to approve certain activities under the Regulations if satisfied of regulation (1)(a)-(c)	CFO , DIO, MGI, OPM	
r 48(2)	Power to approve a person to drive, ride or use a vehicle on any surface other than a road, track or parking area	CemO, CFO , CPV, DIO, GBSO, GC, MGI, OPM, SGO, SLH,	
	Note: Schedule 2 contains Model Rules – only applicable if the cemetery trust has not made its own cemetery trust rules	Note only	
sch 2 cl 4	Power to approve the carrying out of an activity referred to in rules 8, 16, 17 and 18 of sch 2	CFO , DIO, MGI,	See note above regarding model rules
sch 2 cl 5(1)	Duty to display the hours during which pedestrian access is available to the cemetery	CemO, CFO , GBSO, GC, GO, MGI, SGO	See note above regarding model rules

Cemeteries and Crematoria Regulations 2015			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
sch 2 cl 5(2)	Duty to notify the Secretary of, (a) the hours during which pedestrian access is available to the cemetery; and (b) any changes to those hours	CemO, CFO , GBSO, GC, GO, MGI, SGO	See note above regarding model rules
sch 2 cl 6(1)	Power to give directions regarding the manner in which a funeral is to be conducted	CemO, CFO , DIO, GBSO, GC, GO, MGI, SGO, TLC, TLG	See note above regarding model rules
sch 2 cl 7(1)	Power to give directions regarding the dressing of places of interment and memorials	CemO, CFO , DIO, GBSO, GC, GO, MGI, SGO, TLC, TLG	See note above regarding model rules
sch 2 cl 8	Power to approve certain mementos on a memorial	CemO, CFO , DIO, GBSO, GC, GO, MGI, SGO, TLC, TLG	See note above regarding model rules
sch 2 cl 11(1)	Power to remove objects from a memorial or place of interment	CemO, CFO , DIO, GBSO, GC, GO, MGI, SGO, TLC, TLG	See note above regarding model rules
sch 2 cl 11(2)	Duty to ensure objects removed under sub rule (1) are disposed of in an appropriate manner	CemO, CFO , DIO, GBSO, GC, GO, MGI, SGO, TLC, TLG	See note above regarding model rules
sch 2 cl 12	Power to inspect any work being carried out on memorials, places of interment and buildings for ceremonies	CemO, CFO , DIO, GBSO, GC, GO, MGI, SGO, TLC, TLG	See note above regarding model rules

Cemeteries and Crematoria Regulations 2015			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
sch 2 cl 14	Power to approve an animal to enter into or remain in a cemetery	CemO, CFO , GBSO, GC, GO, MGI, SGO, TLC, TLG,	See note above regarding model rules
sch 2 cl 16(1)	Power to approve construction and building within a cemetery	CEO, CFO , MGI	See note above regarding model rules
sch 2 cl 17(1)	Power to approve action to disturb or demolish property of the cemetery trust	CEO, CFO , MGI	See note above regarding model rules
sch 2 cl 18(1)	Power to approve digging or planting within a cemetery	CemO, CFO , CPV, DIO, GBSO, GC, GO, MGI, OPM, SGO, SLH, TLCWH, TLRFH	See note above regarding model rules

Planning and Environment Regulations 2015			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
r.6	function of receiving notice, under section 19(1)(c) of the Act, from a planning authority of its preparation of an amendment to a planning scheme	CStP, DComm, MCF, MSP	where Council is not the planning authority and the amendment affects land within Council's municipal district; or  where the amendment will amend the planning scheme to designate Council as an acquiring authority.
r.21	power of responsible authority to require a permit applicant to verify information (by statutory declaration or other written confirmation satisfactory to the responsible authority) in an application for a permit or to amend a permit or any information provided under section 54 of the Act	CStP, DComm, MSP, PLSP, SPC, TLSP, MCF	
r.25(a)	duty to make copy of matter considered under section 60(1A)(g) available for inspection free of charge	CStP, DComm, MCF, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP, TLSPS	where Council is the responsible authority
r.25(b)	function of receiving a copy of any document considered under section 60(1A)(g) by the responsible authority and duty to make the document available for inspection free of charge	CStP, DComm, MCF, MSP, PLSP, SPC, SPTO, SSP, StatP, SUBO, TLSP, TLSPS	where Council is not the responsible authority but the relevant land is within Council's municipal district

Planning and Environment Regulations 2015			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
r.42	function of receiving notice under section 96C(1)(c) of the Act from a planning authority of its preparation of a combined application for an amendment to a planning scheme and notice of a permit application	CSPP, CStP, DComm, MCF, MSP, SSTRP, StrP	where Council is not the planning authority and the amendment affects land within Council's municipal district; or  where the amendment will amend the planning scheme to designate Council as an acquiring authority.

Planning and Environment (Fees) Regulations 2016			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
r 19	Power to waive or rebate a fee relating to an amendment of a planning scheme	CStP, DComm, MCF	
r 20	Power to waive or rebate a fee other than a fee relating to an amendment to a planning scheme	CStP, DComm, MCF	
r 21	Duty to record matters taken into account and which formed the basis of a decision to waive or rebate a fee under r 19 or 20	CStP, DComm, MCF	

Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2020			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
r 7	Function of entering into a written agreement with a caravan park owner	CFO , CPM, CSM, DComm, DMBS, EHC, EHO, EHT, MBS, MPPR, SBS, SEHO	EHC and MBS in a coordinated approach
r 10	Function of receiving application for registration	EHC, EHO, EHT, SEHO	
r 11	Function of receiving application for renewal of registration	DMBS, EHC, EHO, EHT, MBS, SBS, SEHO	Approach to be coordinated between EHC and MBS
r 12(1)	Duty to grant the registration if satisfied that the caravan park complies with these regulations	EHC, EHO, EHT, SEHO	
r 12(1)	Power to refuse to renew the registration if not satisfied that the caravan park complies with these regulations	EHC, EHO, EHT, SEHO	
r 12(2)	Duty to renew the registration if satisfied that the caravan park complies with these regulations	EHC, EHO, EHT, SEHO	



Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2020			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
r 12(2)	Power to refuse to renew the registration if not satisfied that the caravan park complies with these regulations	CSM, DComm, DMBS, EHC, MBS	Approach to be coordinated between EHC and MBS
r 12(3)	Duty to have regard to matters in determining an application for registration or an application for renewal of registration	DMBS, EHC, EHO, EHT, MBS, SEHO	Approach to be coordinated between EHC and MBS
r 12(4) & (5)	Duty to issue certificate of registration	CSM, DComm, EHC	
r 14(1)	Function of receiving notice of transfer of ownership	EHC, EHO, EHT, SEHO	
r 14(3)	Power to determine where notice of transfer is displayed	EHC, EHO, EHT, SEHO	
r 15(1)	Duty to transfer registration to new caravan park owner	EHC, EHO, EHT, SEHO	
r 15(2)	Duty to issue a certificate of transfer of registration	CSM, DComm, EHC	
r 16(1)	Power to determine the fee to accompany applications for registration or applications for renewal of registration	CSM, DComm, EHC	

Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2020			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
r 17	Duty to keep register of caravan parks	CSM, DComm, EHC	
r 18(4)	Power to determine where the emergency contact person's details are displayed	EHC, EHO, EHT, SEHO	
r 18(6)	Power to determine where certain information is displayed	EHC, EHO, EHT, SEHO	
r 22(1)	Duty to notify a caravan park owner of the relevant emergency services agencies for the caravan park, on the request of the caravan park owner	CSM, DComm, DMBS, EHC, EHO, EHT, MBS, SBS, SEHO	
r 22(2)	Duty to consult with relevant emergency services agencies	CSM, DComm, DMBS, EHC, EHO, EHT, MBS, SBS, SEHO	
r 23	Power to determine places in which caravan park owner must display a copy of emergency procedures	CSM, DComm, EHC, EHO, EHT, SEHO	
r 24	Power to determine places in which caravan park owner must display copy of public emergency warnings	CSM, DComm, DMBS, EHC, EHO, EHT, MBS, SBS, SEHO	

Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2020			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
r 25(3)	Duty to consult with relevant floodplain management authority	CSM, DComm, EHC, EHO, EHT, MBS, MFPO, SEHO	EHO, EHT, SEHO, EHC and MBS in coordinated approach
r 26	Duty to have regard to any report of the relevant fire authority	CSM, DComm, DMBS, EHC, EHO, EHT, MBS, MFPO, SBS, SEHO	
r 28(c)	Power to approve system for the collection, removal and disposal of sewage and waste water from a movable dwelling	CSM, DComm, EHC, EHO, EHT, SEHO	
r 40	Function of receiving notice of proposed installation of unregistrable movable dwelling or rigid annexe	CSM, DComm, DMBS, EHC, MBS, SBS, SEHO	
r 40(b)	Power to require notice of proposal to install unregistrable movable dwelling or rigid annexe	CSM, DComm, DMBS, EHC, MBS, SBS, SEHO	
r 41(4)	Function of receiving installation certificate	CSM, DComm, DMBS, EHC, EHO, EHT, MBS, SBS, SEHO	

Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2020			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
r 43	Power to approve use of a non-habitable structure as a dwelling or part of a dwelling	CSM, DComm, DMBS, EHC, EHO, EHT, MBS, SBS, SEHO	
sch 3 cl 4(3)	Power to approve the removal of wheels and axles from unregistrable movable dwelling	CSM, DComm, DMBS, EHC, EHO, EHT, MBS, SBS, SEHO	

Road Management (General) Regulations 2016			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
r 8(1)	Duty to conduct reviews of road management plan	CAP, DIO, MSA	
r 9(2)	Duty to produce written report of review of road management plan and make report available	CAP, DIO, MSA	
r 9(3)	Duty to give notice where road management review is completed and no amendments will be made (or no amendments for which notice is required)	CAP, DIO, MSA	Where Council is the coordinating road authority

Road Management (General) Regulations 2016			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
r.10	Duty to give notice of amendment which relates to standard of construction, inspection, maintenance or repair under s 41 of the Act	CAP, DIO, MSA	
r 13(1)	Duty to publish notice of amendments to road management plan	CAP, DIO, MSA	where Council is the coordinating road authority
r 13(3)	Duty to record on road management plan the substance and date of effect of amendment	CAP, DIO, MSA	
r 16(3)	Power to issue permit	CES, CWME, DIO, MES, OPM	Where Council is the coordinating road authority
r 18(1)	Power to give written consent re damage to road	CES, CWME, DIO, MES, OPM	Where Council is the coordinating road authority
r 23(2)	Power to make submission to Tribunal	CES, DIO, MES, MSA	Where Council is the coordinating road authority
r 23(4)	Power to charge a fee for application under s 66(1) Road Management Act	CES, CFO, DIO, MES, MFCP, MSA	Where Council is the coordinating road authority

Road Management (General) Regulations 2016			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
r 25(1)	Power to remove objects, refuse, rubbish or other material deposited or left on road	CCI, CCW, CES, CS, CWME, DIO, MCWD, MES, OPM	Where Council is the responsible road authority
r 25(2)	Power to sell or dispose of things removed from road or part of road (after first complying with regulation 25(3))	CCW, CES, CWME, DIO, MES, OPM	Where Council is the responsible road authority
r 25(5)	Power to recover in the Magistrates' Court, expenses from person responsible	CES, CFO, DIO, MES, MFCP, OPM	

Road Management (Works and Infrastructure) Regulations 2015			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
r 15	Power to exempt a person from requirement under cl 13(1) of sch 7 of the Act to give notice as to the completion of those works	CES, CWME, DIO, MES, OPM	Where Council is the coordinating road authority and where consent given under s 63(1) of the Act

Road Management (Works and Infrastructure) Regulations 2015			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
r 22(2)	Power to waive whole or part of fee in certain circumstances	CES, CWME, DIO, MES, OPM	Where Council is the coordinating road authority

## **Consideration of Reports of Officers**

### **DRAFT BIODIVERSITY ACTION PLAN**

#### **Technical Report - Biodiversity Action Plan**

**Meeting Date: 28 June 2021**

**Attachment: A**





# FRANKSTON CITY COUNCIL BIODIVERSITY ACTION PLAN

TECHNICAL REPORT: *Documenting Frankston's natural*

2021





## Frankston City Biodiversity Action Plan (Technical Report)

2021

Report and mapping by Daniel Miller (maps from *Frankston Fauna Linkages and Crossing Structure Design* [Practical Ecology 2012] inserted in this report were made by Colin Broughton)

PRACTICAL ECOLOGY Pty Ltd  
ACN: 082 911 377 ABN: 88 082 911 377  
PO Box 228 Preston VIC 3072  
(28 Stott Street Preston Vic 3072)  
P: 9484 1555 F: 9484 9133  
[www.practicalecology.com.au](http://www.practicalecology.com.au)

Prepared for: Frankston City Council  
Contact: David Fairbridge

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**Cover photograph:** Taken at Studio Park in Langwarrin by Julian Drummond (Practical Ecology).

Produced by Practical Ecology for Frankston City Council

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**Image 1.** Foreshore in Frankston. Photograph taken by Nic McCaffey (Practical Ecology).



## Frankston Biodiversity Action Plan: Technical Report

# 1. Introduction

## 1.1 Document purpose and structure

This document aims to collate and analyse existing information relevant to biodiversity in Frankston, identify knowledge gaps, and consider potential future threats to biodiversity. This document also informs the related *Action Plan*, which contains targeted, achievable actions to enhance biodiversity in Frankston.

Where relevant, in this *Technical Report*, issues that should be addressed in the *Action Plan* are highlighted with pop-outs labelled as 'Key Findings', as shown on the right. All key findings are then summarised in 76.

Key Finding #: Description  
of Key Finding.

## 1.2 Definition of biodiversity

As defined in Frankston City Council's *Biodiversity Policy* (2018), biodiversity is "the variety of life in an area including the animals, plants and micro-organisms, the genes they contain and the ecosystems of which they are a part. Conservation of biodiversity is important for a healthy environment that supports life, human well-being and economic sustainability within our Municipality. Biodiversity provides us with fresh air, clean water and plant pollination, which contributes to food security. Frankston's biodiversity assets include indigenous vegetation and fauna, canopy trees, waterways, wetlands and coastal environments".

Terms related to 'biodiversity' include:

- nature
- the environment
- ecosystem
- flora and fauna
- conservation
- ecology
- wildlife
- biosphere
- habitat



Image 2. Beaded Glasswort *Sarcocornia quinqueflora* at Down's Estate in Seaford. Photograph by David Nance (Practical Ecology).

## Frankston Biodiversity Action Plan: Technical Report

### 1.2.1 The importance of biodiversity

There are many reasons why people value biodiversity, from the intrinsic belief that it has the right to exist, in and of itself, through to a recognition of the services that biodiversity provides to us (Figure 1).

Known as 'ecosystem services', biodiversity provides us with food, drinking water, fibres, and building and manufacturing materials. Additionally, nature provides less direct (but equally important) services such as carbon storage, filtering of air and water, pollination of food crops, protection from storms and floods, and places for rest and recreation. Recent studies have even shown that being in nature results in decreased prevalence of depression, anxiety, and stress (Bratman et al, 2012)(Cox et al, 2017)(Parr, 2007).

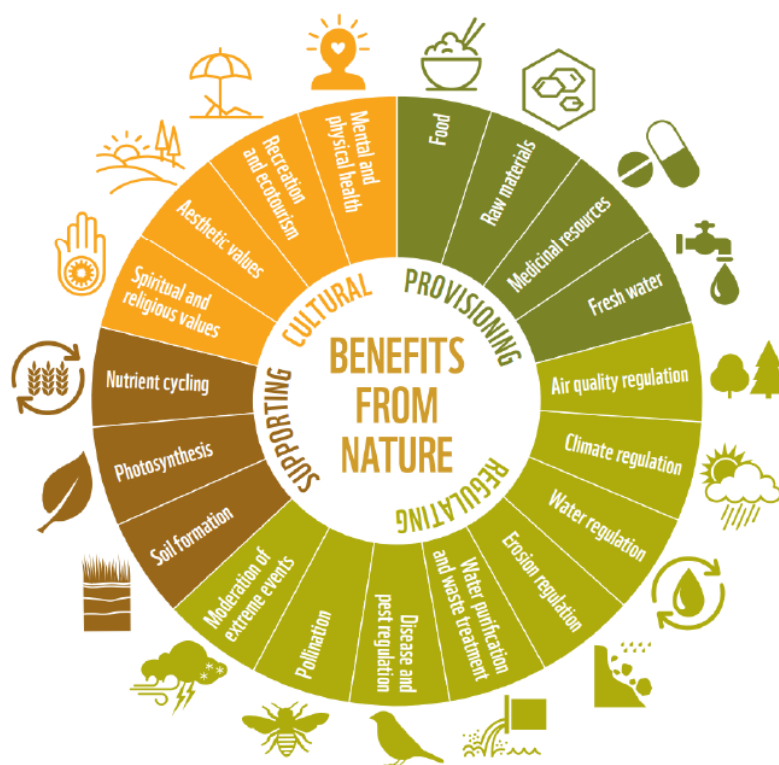


Figure 1. Ecosystem services diagram. Figure is from the World Wildlife Fund's *Living Planet Report 2018*.

Residents of Frankston City value biodiversity for a number of reasons, and experience it in various ways. As part of the research for this report (and further discussed in Section 3), a vast majority of community survey respondents:

- showed high concern for various biodiversity values and their threats

### Frankston Biodiversity Action Plan: Technical Report

- stated that they often visited natural areas in Frankston City
- said that they encourage Council to do more.





**Image 3.** Residents enjoying a stroll through  
Langwarrin Flora and Fauna Reserve.  
Photograph by Katrina Bowman (Frankston  
City Council).

## Frankston Biodiversity Action Plan: Technical Report

### 1.3 Acknowledgement of Country

This report discusses information gathered on, and about, the unceded traditional lands of the Bunurong people, who are here acknowledged as the traditional owners of Frankston City. Respects are paid to their Elders, past and present, and the Elders from other communities who may be present on their lands.

Frankston City sits within the land of the Bunurong people, whose country extends north-west to the Werribee River, east to Warragul, south-east to Wilson's Promontory, and south-west to Point Nepean. The Bunurong are part of the Kulin Nation, which comprises the Bunurong, Wurundjeri Woi Wurrung, Taungurong, Dja Dja Wurrung, and Wathaurong peoples.

Before European invasion and colonisation of Narm (Melbourne) in the early 19<sup>th</sup> century, First Nations people were living in Frankston City for an estimated 40,000 years, with the combined population of the Kulin Nation estimated to be around 20,000 people (Presland, 1985).

The Bunurong Land Council has been the registered Aboriginal party for Frankston City (and adjacent lands) since 2017. For further details visit: [bunuronglc.org](http://bunuronglc.org). We will consult the Bunurong Land Council while preparing both this *Technical Report* and the *Action Plan*. However, at the time of preparing this report, the Traditional Owner consultation process had not begun. Final versions of the documents will include input from the Bunurong Land Council.

We consider Traditional Owner perspectives, knowledge, and wishes to be very valuable and crucial to successful biodiversity management, and they will be considered throughout this *Action Plan* (**Key Finding 1**). It was not possible to engage the Bunurong Land Council in the preparation of this Technical Report, however it is crucial to do so, and will be performed when preparing the Action Plan.

**Key Finding 1.** *It was not possible to engage the Bunurong Land Council in the preparation of this Technical Report, however it is crucial to do so, and will be performed when preparing the Action Plan.*

**Figure 2.** The Mornington Peninsula and Western Port Biosphere. Graphic from Western Port Biosphere (2021). (**Key Finding 2**).

For readers of this document outside of Bunurong Land, who are interested to learn which country they reside on, the Australian Institute of Aboriginal and Torres Strait Islander Studies (AIATSIS) map can be viewed at: [aiatsis.gov.au/explore/map-indigenous-australia](http://aiatsis.gov.au/explore/map-indigenous-australia)



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Image 4. Wild Parsnip *Trachymene composita* flowering at Langwarrin Flora and Fauna Reserve. Photography by Daniel Miller (Practical Ecology).

### 1.4 Study area

The study area for this report focuses on Frankston City, but extends into the surrounding Local Government Areas (LGAs) for relevant sections throughout the report (Figure 2).

Frankston City is approximately 13,000 ha (or 130 km<sup>2</sup>) and is bounded by Port Phillip Bay to the West, the Cities of Kingston and Greater Dandenong to the north, the City of Casey to the east, and the Shire of Mornington Peninsula to the south (Figure 2).

Frankston City's population was estimated at 141,845 people as of 2018 (Australian Bureau of Statistics 2019), living across the suburbs of:

- Carrum Downs
- Frankston
- Frankston North

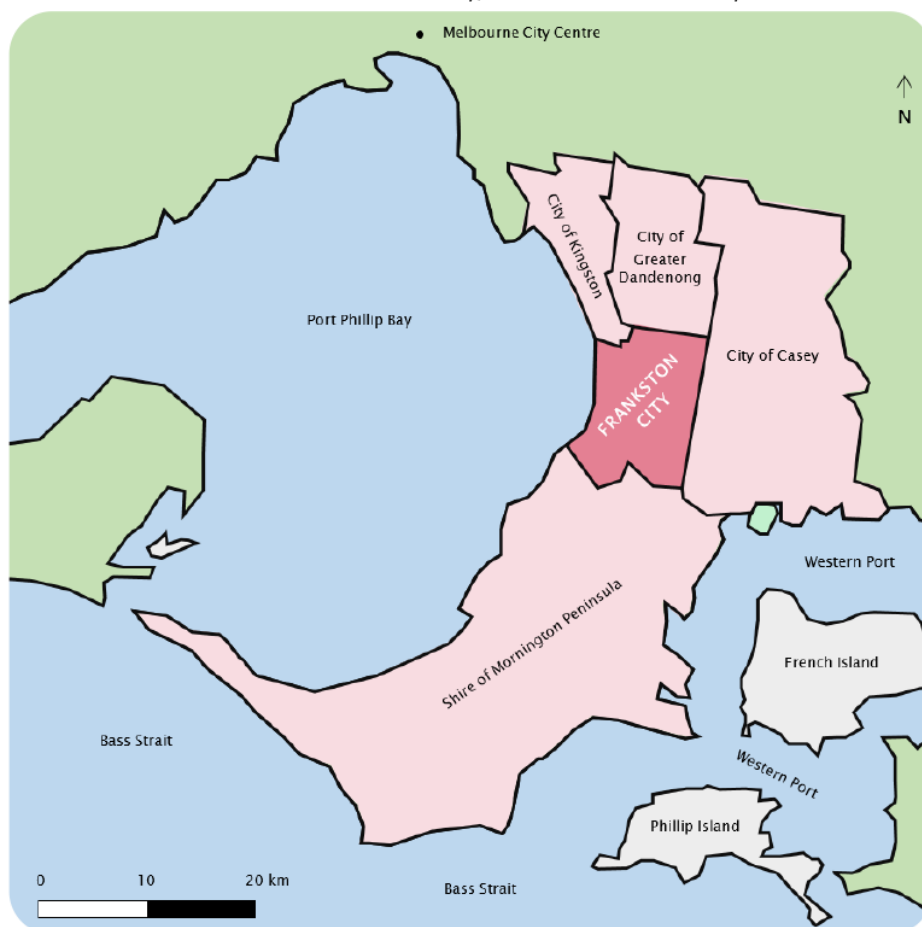
## Frankston Biodiversity Action Plan: Technical Report

- Frankston South
- Karingal
- Langwarrin
- Langwarrin South
- Sandhurst
- Seaford
- Skye

Figure 3. Location of the study area (Frankston City) and surrounding LGAs.

### 1.5 Regional context

Frankston City is located between the highly urbanised suburbs of Melbourne to the north, more rural and natural environments to the south and east, and Port Phillip Bay to the west. Frankston City is an area that is quite diverse for its size because of its location, as well as its various geologies and topographies. The positioning of Frankston also creates barriers: to the north with the city, and to the west with the bay. These barriers mean that



Frankston City is one of the western and northern-most areas that urban maladapted species occur in the local area. Additionally, the various open spaces and wetlands in Frankston City provide some of the few viable wildlife corridors, from the landscape to the northeast, to the various habitat areas on the Mornington Peninsula in the

## Frankston Biodiversity Action Plan: Technical Report

south. Frankston City's geologies, plants, animals, and fungi are some of its greatest features, and contribute to the LGA's reputation as an urban biodiversity hotspot.



Image 5. Seaford Wetlands as seen from above. Photography by Mark Calleja (Frankston City Council).

Frankston City is within the Port Phillip and Western Port Catchment (**Figure 4**), in the Dandenong sub-catchment (Melbourne Water, 2019). The main rivers and streams that flow through Frankston City are Sweetwater Creek, Kananook Creek and Boggy Creek.

The Port Phillip and Westernport Catchment Authority (PPWCMA) “works primarily with government departments, councils, water authorities, non-government environmental organisations and community groups, to protect and enhance the natural resources within the region. The PPWCMA also works closely with the Victorian Government and Australian Government to secure funds for priority projects and direct them to organisations to undertake on-ground works. At the local level, the PPWCMA helps landholders improve their knowledge, skills and practices and works with the broader public to increase participation in environmental conservation and gain their input on important environmental issues” (PPWCMA, 2021).



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Figure 4. The Port Phillip and Western Port Catchment. Graphic from PPWCMA (2021).

The Mornington Peninsula and Western Port Biosphere Reserve Foundation (MPWPBR) is a registered not-for-profit company, and part of a network of 714 biospheres around the world, designated by UNESCO. In addition to Frankston City Council, members of the MPWPBR include Bass Coast and Mornington Peninsula Shire Councils, Casey and Cardinia City Councils, PPWCMA, and Parks Victoria. The MPWPBR plays many roles, with one of its primary objectives to "promote sustainable development based on local community efforts and sound science. Biospheres make ideal learning sites to test and demonstrate innovative approaches to sustainable development and innovative approaches to living and working in harmony with nature. Biospheres encourage the community to develop better ways to meet social and economic needs, while conserving natural processes and biodiversity. They support this through research, monitoring, education and information exchange" (Western Port Biosphere, 2021).



Figure 5. The Mornington Peninsula and Western Port Biosphere. Graphic from Western Port Biosphere (2021).

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### 1.6 Legislative and policy context

Frankston City Council's *Biodiversity Action Plan* is written in the context of a number of international, federal, state, and Council policies, acts, and strategies. Those that are particularly relevant to this document are:

- **International:**
  - Conventions:
    - *Convention on Biological Diversity*
    - *The Ramsar Convention on Wetlands of International Importance Especially as Waterfowl Habitat* (Ramsar Convention)
  - Agreements:
    - *Agreement between the Government of Australia and the Government of the People's Republic of China for the Protection of Migratory Birds and their Environment* (CAMBA)
    - *Agreement between the Government of Australia and the Government of Japan for the Protection of Migratory Birds in Danger of Extinction and their Environment* (JAMBA)
    - *Agreement between the Government of Australia and the Government of the Republic of Korea on the Protection of Migratory Birds* (ROKAMBA)
- **Federal:**
  - *Environment Protection and Biodiversity Conservation Act 1999* (EPBC Act)
  - *Australia's Strategy for Nature 2019–2030*
- **State:**
  - *Wildlife Act 1975*
  - *Planning and Environment Act 1987*
  - *Flora and Fauna Guarantee Act 1988* (FFG Act)
  - *Water Act 1989*
  - *Catchment and Land Protection Act 1994* (CaLP Act)
  - *Protecting Victoria's Environment – Biodiversity 2037* (2017)
- **Regional:**
  - Port Phillip and Western Port Catchment Authority's *Regional Catchment Strategy* (2014)
- **Council:**
  - Frankston City Council's Planning Scheme, especially:
    - Planning Policy Framework:
      - Clause 12 *Environmental and Landscape Values*
      - Clause 13.02–15 *Bushfire Planning*
    - Zones:
      - Clause 35.04 *Green Wedge Zone* (GWZ)
      - Clause 35.06 *Rural Conservation Zone* (RCZ)

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- Overlays:
  - Clause 42.01 *Environmental Significance Overlay* (ESO)
  - Clause 42.03 *Significant Landscape Overlay* (SLO)
  - Clause 44.06 *Bushfire Management Overlay* (BMO)
- Particular Provisions:
  - Clause 52.17 *Native Vegetation*
  - Clause 53.02 *Bushfire Planning*
- *Climate Change Impacts and Adaptation Plan* (2011)
- *Greening Our Future, Environmental Strategy 2014–2024* (2014)
- *Frankston's Biodiversity Policy* (2018)
- *Green Wedge Management Plan* (2019)
- *Towards Zero Emissions Plan 2019–2023* (2019)
- *Urban Forest Action Plan* (2020)



Image 6. Flame Robin Bushland Reserve. Photograph by Mark Calleja (Frankston City Council).



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## 2. Frankston City's biodiversity in the past

Before colonisation, Frankston City was modelled as being home to 17 Ecological Vegetation Classes (EVCs – defined in **Box 1**), including five mosaics (**Map 2** and **Box 1**) (DSE, 2005). These EVCs were relatively diverse for this size of LGA, and included wetlands, scrubs, woodlands, forests, heaths, and grasslands.

The geological origins of soils and topography (**Figure 8**. Geology in Frankston City (white dashed line). Map is from Geological Survey of Victoria (1967).

A full-resolution version of this map (and others of the surrounding landscape) can be downloaded for free from:

[earthresources.efirst.com.au/product.asp?plD=368&cID=33](http://earthresources.efirst.com.au/product.asp?plD=368&cID=33)

) created this diversity, with sand blowing out of Port Phillip Bay over millennia collecting to different depths

### Definition of Ecological Vegetation Classes (EVCs), EVC mosaics, and habitats

**Ecological Vegetation Classes (EVCs)** are a systematic organisation of plant communities into common types that occur in similar environmental conditions throughout Victoria. Each vegetation type is identified on the basis of its floristic composition (the plant species present), vegetation structure (such as woodland, grassland and saltmarsh), landform (such as gully, foothill and plain) and other environmental characteristics, including soil type and climate.

**EVC mosaics** are mapping units that indicate multiple EVCs occurring in a fine-scale, interspaced arrangement. They are not unique communities with their own descriptions, but rather a combination of others, which are difficult to separate in a logical manner.

**Habitats** are the most general grouping that will be used in this report, and refer generally to the structure of vegetation (e.g. canopy trees/shrubs/groundlayer) present within and between EVCs. This grouping has been defined to eliminate discrepancies across EVC identification, when talking about large-scale patterns, and to more succinctly describe habitat preferences of Frankston City's fauna.

**Rationale:** Of course, sorting the natural world into separate groups is fraught with difficulties and complications. There is an abundance of diversity within vegetation communities, and, for example, two areas of Heathy Woodland might look noticeably different only 200 m apart. These two areas could be supported by (somewhat) different soils, topography, and rainfall, resulting in slightly different plant, animal, and fungal communities.

It is, however, often necessary (and extremely useful) to group vegetation communities, in order to:

- more easily interpret patterns in the landscape
- be able to apply botanical and ecological knowledge across multiple areas
- understand faunal habitat preferences, and
- apply conservation significances (and ultimately legal protections) on certain types of vegetation.

*This report therefore groups vegetation communities by both EVC and habitat in order to more*

('Q2' on **Figure 3**). This supported heathlands and heathy woodlands, and often created barriers that blocked streams flowing to the sea, which created large wetlands and resulted in deposits of peaty clay ('Q5' on **Figure 3**). Where the sand didn't reach, the older clay soils ('Tb' and 'S' on **Figure 3**) remained on the surface, and supported open grasslands and woodlands.

**Box 1.** Definitions of Ecological Vegetation Classes (EVCs), EVC mosaics, and habitats.

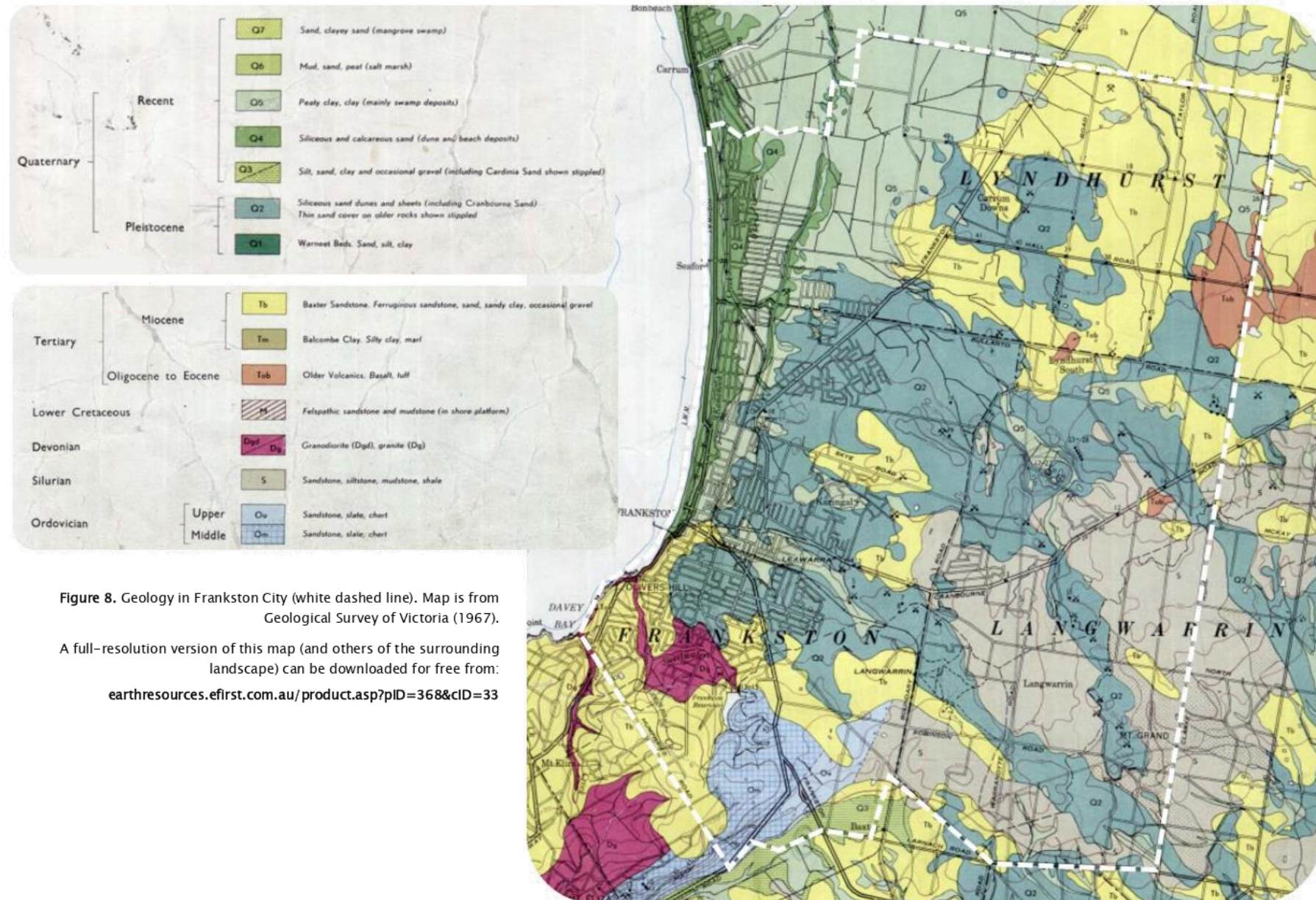


Figure 8. Geology in Frankston City (white dashed line). Map is from Geological Survey of Victoria (1967).

A full-resolution version of this map (and others of the surrounding landscape) can be downloaded for free from:  
[earthresources.efirst.com.au/product.asp?pid=368&cid=33](http://earthresources.efirst.com.au/product.asp?pid=368&cid=33)

## Frankston Biodiversity Action Plan: Technical Report

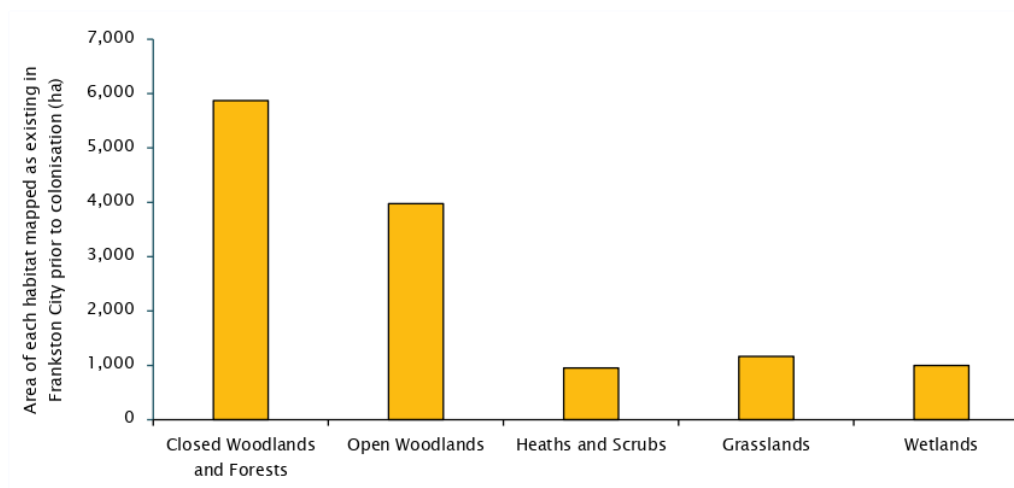
The 17 EVCs found in Frankston City fell into the following five groupings of habitats (see the definition and rationale in **Box 1**):

- Closed Woodlands and Forests
- Open Woodlands
- Heathlands and Scrubs
- Grasslands
- Wetlands

Closed Woodlands and Forests, by far, covered the largest proportion of Frankston City before colonisation (45 per cent), followed by Open Woodlands (31 per cent; **Figure 9**).

Heathlands and Scrubs, Grasslands, and Wetlands covered smaller areas of the LGA (7, 8 and 9 per cent respectively), though were still substantial (**Figure 9**).

The following subsections provide more detailed descriptions of the vegetation, geologies, and fauna found in each of these habitats, and are based on Yugovic (2003), Bull (2014), DSE (2005), DELWP (2015), and Costermans (2020).



**Figure 9.** Area of habitats in Frankston City prior to colonisation as mapped by DSE (2005).



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Image 7. An echidna in Frankston City. Photograph supplied by Frankston City Council.

### 2.1 Closed Woodlands and Forests

The overall vegetation structure in Closed Woodlands and Forests (Figure 10. Closed Woodland at Boggy Creek in Langwarrin. Photograph by Julian Drummond (Practical Ecology).

) is characterised by a diverse canopy and sub-canopy layer, and a relatively thick, closed understorey layer, with plenty of cover for small animals. Before colonisation, this habitat is believed to have covered the majority of the centre of Frankston City, (Map 1), mainly on geologies of siliceous sands (Figure 8. Geology in Frankston City (white dashed line). Map is from Geological Survey of Victoria (1967).



Figure 10. Closed Woodland at Boggy Creek in Langwarrin. Photograph by Julian Drummond (Practical Ecology).

A full-resolution version of this map (and others of the surrounding landscape) can be downloaded for free from:

[earthresources.efirst.com.au/product.asp?plD=368&clD=33](http://earthresources.efirst.com.au/product.asp?plD=368&clD=33)

). Soils are characteristically sandy, with some loam, silt, and sometimes clay in certain areas.

**Canopy trees** are usually a wide variety of Eucalypts (*Eucalyptus* spp.), though in Frankston City also Coast Banksia (*Banksia integrifolia*) on the inland edge of coastal sand dunes.

**Sup-canopy trees** are usually present, which are often Wattles (*Acacia* spp.), and sometimes Sheoaks – with Black Sheoak (*Allocasuarina littoralis*) and Drooping Sheoak (*A. verticillata*) being the most common. Tea-trees (*Leptospermum* spp.) and Paperbarks (*Melaleuca* spp.) can also grow to the size of small trees in these habitats.

**Small to large shrubs** in this habitat are numerous, and include species such as Sweet Bursaria (*Bursaria spinosa*), Hop Goodenia (*Goodenia ovata*), various Cassinias (*Cassinia* spp.), and Common Heath (*Epacris impressa*).

**Groundlayer vegetation** includes various small shrubs, herbs, ferns, grasses, sedges and rushes, though often shaded out by dense shrubs and/or Austral Bracken (*Pteridium esculentum*).

The Closed Woodland and Forest EVCs (including those in mosaics) that occurred in Frankston City before colonisation – are:

## Frankston Biodiversity Action Plan: Technical Report

- Coast Banksia Woodland
- Damp-sand Herb-rich Woodland
- Gully Woodland
- Heathy Woodland
- Lowland Forest
- Swampy Riparian Woodland

**Animals** that would have likely inhabited Closed Woodlands and Forests before colonisation include:

- Agile Antechinus (*Antechinus agilis*)
- Common Brushtail Possum (*Trichosurus vulpecula*)
- Common Ringtail Possum (*Pseudocheirus peregrinus*)
- Growling Grass Frog (*Litoria raniformis*)
- Koala (*Phascolarctos cinereus*)
- Little Forest Bat (*Vespadelus vulturnus*)
- Powerful Owl (*Ninox strenua*)
- Red-Bellied Black Snake (*Pseudechis porphyriacus*)
- Short-beaked Echidna (*Tachyglossus aculeatus*)
- Southern Brown Tree Frog (*Litoria ewingii*)
- Southern Brown Bandicoot (*Isodon obesulus*)
- Sugar Glider (*Petaurus breviceps*)
- Swamp Skink (*Lissolepis coventryi*)
- Swamp Wallaby (*Wallabia bicolor*)
- Wombat (*Vombatus ursinus*)

## 2.2 Open Woodlands

The overall vegetation structure in Open Woodlands (Figure 11. Open Woodland at Wilton Bushland Reserve in Carrum Downs. Photograph taken by David Fairbridge (Frankston City Council)).

Figure 12. Scrub on the foreshore in Seaford. Photograph by Charlotte Townson (Practical Ecology). Figure 13 is characterised by a relatively open canopy layer, sparse sub-canopy trees, and large and medium shrubs. The groundlayer is usually short (in comparison to Closed Woodlands and Forests), and dominated by grasses.

Before colonisation, this habitat is believed to have covered large swaths of the south-western and south-eastern portions of Frankston City. It occurred in the north-east in a mosaic with grasslands (Map 1), largely on geologies of Baxter sandstones and Silurian sediments (Figure 8. Geology in Frankston City (white dashed line). Map is from Geological Survey of Victoria (1967).

A full-resolution version of this map (and others of the surrounding landscape) can be downloaded for free from:

[earthresources.efirst.com.au/product.asp?PID=368&CID=33](http://earthresources.efirst.com.au/product.asp?PID=368&CID=33)

). Soils are characteristically clay, with a shallow sandy surface.



Figure 11. Open Woodland at Wilton Bushland Reserve in Carrum Downs. Photograph taken by David Fairbridge (Frankston City Council).



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**Canopy trees** are dominated by Eucalypts, with the most common being River Red Gum (*Eucalyptus camaldulensis*) and Narrow-leaf Peppermint (*E. radiata*). **Sup-canopy trees** can be present, which are usually sparse and include Wattles, Sheoaks (with Black and Drooping Sheoaks being the most common), and Cherry Ballart (*Exocarpos cupressiformis*). **Small to large shrubs** in this habitat are also usually sparse and include species such as Hedge Wattle (*Acacia paradoxa*) and Prickly Tea-tree (*Leptospermum continentale*).

**Groundlayer vegetation** is usually quite short, and is often dominated by grasses such as Kangaroo Grass (*Themeda triandra*), Weeping Grass (*Microlaena stipoides* var. *stipoides*), Wallaby Grasses (*Rytidosperma* spp.), Spear Grasses (*Austrostipa* spp.), Tussock-grasses (*Poa* spp.), various herbs (often many wildflowers), and sprawling shrubs.

Open Woodland EVCs (including those in mosaics) that occurred in Frankston City before colonisation – are:

- Grassy Woodland
- Plains Grassy Woodland

**Animals** that would have likely inhabited Open Woodlands before colonisation include:

- Agile Antechinus
- Common Brushtail Possum
- Common Ringtail Possum
- Eastern Barred Bandicoot (*Perameles gunnii*)
- Eastern Grey Kangaroo (*Macropus giganteus*)
- Eastern Quoll (*Dasyurus viverrinus*)
- Emu (*Dromaius novaehollandiae*)
- Koala
- Little Forest Bat
- Powerful Owl
- Short-beaked Echidna
- Southern Brown Tree Frog
- Southern Brown Bandicoot
- Sugar Glider
- Swamp Wallaby
- Swift Parrot (*Lathamus discolor*) (during its winter migration)
- Wombat

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### 2.3 Heathlands and Scrubs

The overall vegetation structure in Heathlands and Scrubs (Figure 14. Scrub on the foreshore in Seaford. Photograph by Charlotte Townson (Practical Ecology).) is characterised by a lack of canopy and sub-canopy trees, with a thick layer of small to large shrubs, and a sparse groundlayer of grass-like plants and herbs. Before colonisation, this habitat is believed to have covered small to medium patches of land scattered throughout Frankston City. These Heathlands were often surrounded by, and in a mosaic with, large areas of Closed Woodlands and Forests (Map 1), on geologies of predominantly siliceous sands (though this sand extends much deeper than in Closed Woodlands and Forests)(Figure 8. Geology in Frankston City (white dashed line). Map is from Geological Survey of Victoria (1967).



Figure 14. Scrub on the foreshore in Seaford. Photograph by Charlotte Townson (Practical Ecology).

A full-resolution version of this map (and

others of the surrounding landscape) can be downloaded for free from:

[earthresources.efirst.com.au/product.asp?plD=368&clD=33](http://earthresources.efirst.com.au/product.asp?plD=368&clD=33)

). Soils are characteristically sandy, with the exception of Swamp Scrub and Estuarine Swamp Scrub, which occur on deposits of peats, loams, silts, and clays.

Canopy trees are typically absent.

Sup-canopy trees are also typically absent.

Small to large shrubs are the dominant vegetation layer, with the largest usually being Swamp Paperbark (*Melaleuca ericifolia*), Woolly Tea-tree (*Leptospermum lanigerum*), Coast Tea-tree (*L. laevigatum*), and Coast Wattle (*Acacia longifolia*). Smaller shrubs include Seaberry Saltbush (*Rhagodia candolleana* subsp. *Candolleana*), Coast Beard-heath (*Leucopogon parviflorus*), and White Correa (*Correa alba*).

Groundlayer vegetation includes Karkala (*Carpobrotus rossii*), Bower Spinach (*Tetragonia implexicoma*), Small Poranthera (*Poranthera microphylla*), Flax-lilies (*Dianella* spp.), Austral Bracken, and various grasses, rushes and sedges.

Heathland and Scrub EVCs (including those in mosaics) that occurred in Frankston City before colonisation – are:

- Coastal Dune Scrub
- Coastal Headland Scrub
- Estuarine Swamp Scrub
- Sand Heathland
- Swamp Scrub

Animals that would have likely inhabited Heathlands and Scrubs before colonisation include:

- Common Brushtail Possums
- Common Ringtail Possums
- Eastern Quolls
- Little Forest Bats
- Short-beaked Echidnas
- Southern Brown Bandicoots

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- Southern Brown Tree Frogs
- Swamp Rats (*Rattus lutreolus*)
- Swamp Skink
- Swamp Wallabies

### 2.4 Grasslands

The overall vegetation structure in Grasslands (Figure 15. Grassland (left) transitioning to scrub (right) on the foreshore in Seaford. Photograph by Charlotte Townson (Practical Ecology).

) is – as the name suggests – dominated by grasses.

Before colonisation, this habitat is believed to have occurred in the north-east of Frankston City, interspaced with Open Woodlands, and along the coast in the north-west in a mosaic with Coastal Heaths and Scrubs (Map 1).

Soils and geologies vary between Tertiary Sediments of sandy clay-loams supporting Plains Grassland in the north-east of Frankston City, to Quaternary deposits of siliceous sand supporting Coastal Dune Grassland along the coast in the north-west (Figure 8. Geology in Frankston City (white dashed line). Map is from Geological Survey of Victoria (1967).

A full-resolution version of this map (and others of the surrounding landscape) can be downloaded for free from:

[earthresources.efirst.com.au/product.asp?plD=368&clD=33](http://earthresources.efirst.com.au/product.asp?plD=368&clD=33)

).

**Canopy trees** are typically absent.

**Sup-canopy trees** are also typically absent.

**Small to large shrubs** are again, typically absent.

**Groundlayer vegetation** is dominated by grasses, rushes and sedges. Inland, species composition is similar to in Open Woodlands. Along the coast, dominant species are Hairy Spinifex (*Spinifex sericeus*) and Five-awned Spear-grass (*Pentapogon quadrifidus*), with some Bower Spinach (*Tetragonia implexicoma*), Rough Fireweed (*Senecio hispidulus*), and Dune Thistle (*Actites megalocarpus*) among other species.

Grassland EVCs (including those in mosaics) that occurred in Frankston City before colonisation are:

- Coastal Dune Grassland
- Plains Grassland

**Animals** that would have likely inhabited Grasslands before colonisation include:

- Eastern Barred Bandicoot
- Eastern Grey Kangaroo
- Emu
- Glossy Grass Skink (*Pseudemoia rawlinsoni*)
- Short-beaked Echidna
- Southern Brown Tree Frog
- Swamp Rats
- Swift Parrot



Figure 15. Grassland (left) transitioning to scrub (right) on the foreshore in Seaford. Photograph by Charlotte Townson (Practical Ecology).

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### 2.5 Wetlands

The overall vegetation structure in Wetlands (Figure 16. Wetland at Down's Estate in Seaford. Photograph by David Nance (Practical Ecology).

) is dominated by sedges, rushes, and herbs, usually without any trees or large shrubs.

Before colonisation, this habitat is believed to have occurred in a large patch in the lowest part of Frankston City in the north-west, and a tiny patch in the south-west (Map 1).

Wetlands were created where wind-blown sands blocked creeks going out to sea, and over time sediments and dead plant matter collected and created surface geologies of Quaternary deposits (Figure 8. Geology in Frankston City (white dashed line). Map is from Geological Survey of Victoria (1967).

A full-resolution version of this map (and others of the surrounding landscape) can be downloaded for free from:  
[earthresources.efirst.com.au/product.asp?pid=368&cid=33](http://earthresources.efirst.com.au/product.asp?pid=368&cid=33)

). Soils are characterised by peaty clays.

**Canopy trees** are typically absent, though there may be some scattered River Red Gums and Swamp Gums (*Eucalyptus ovata*).

**Sup-canopy trees** are also typically absent.

**Small to large shrubs** are again, typically absent, though there may be some Tree Everlastings (*Ozothamnus ferrugineus*), Kangaroo Apples (*Solanum laciniatum*), and Swamp Paperbarks.

**Groundlayer vegetation** is dominated by graminoids and herbs. Some of the more common graminoids are Club-sedges (*Isolepis* spp.), Spike-sedges (*Eleocharis* spp.), Rushes (*Juncus* spp.), Grass-sedges (*Carex* spp.), Bog-sedges (*Schoenus* spp.), Water-ribbons (*Triglochin* spp.), and Common Reed (*Phragmites australis*). Common herbs in wetlands include Slender Knotweed (*Persicaria decipiens*), Crassulas (*Crassula* spp.), Small Loosestrife (*Lythrum hyssopifolia*), and Water-milfoil (*Myriophyllum* spp.).

Wetland EVCs (including those in mosaics) that occurred in Frankston City before colonisation are:

- Estuarine Wetland
- Plains Grassy Wetland

**Animals** that would have likely inhabited Wetlands before colonisation include:



Figure 16. Wetland at Down's Estate in Seaford. Photograph by David Nance (Practical Ecology).

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- Australian Painted Snipe
- Eastern Grey Kangaroo
- Eastern Snake-necked Turtle (*Chelodina longicollis*)
- Glossy Grass Skink
- Growling Grass Frog
- Latham's Snipe (*Gallinago hardwickii*)
- Red-Bellied Black Snake
- Southern Brown Tree Frog
- Swamp Skink
- Swamp Wallaby



## Frankston Biodiversity Action Plan: Technical Report

### 3. Community and expert opinions

Three main engagement sessions were run online throughout the research phase of this *Technical Report*, each running for two-and-a-half hours, which were:

- With members of **community conservation groups** on 17 September 2020
- With **government agencies and other organisations** (e.g. Parks Victoria, Major Road Projects Victoria, PPW CMA, various local experts and consultants) on 29 October 2020
- With **Frankston City Council staff** on 25 November 2020

Additionally, an online survey with biodiversity-related questions was created by Frankston City Council staff, which received over 120 responses, as well another with climate change-related questions.

Separate consultation with the Bunurong Land Council – as the appropriate Registered Aboriginal Party – will be undertaken before completing the *Biodiversity Action Plan*.

Data used for this section is from:

- detailed notes taken in each engagement session (by various Frankston City Council employees)
- from recordings
- from survey results – which were collated by Amy Henson (Frankston City Council) and then paraphrased for this report

These opinions and pieces of knowledge were used throughout, and inform, the rest of the *Technical Report*.

#### 3.1 General findings

Overall, the community indicated that it most valued Frankston City's coastline and natural environment, and that protection of these natural values was one of its highest priorities. At the same time, the community has a high level of concern about climate change and loss of biodiversity.

Respondents to the Climate Change Survey indicated that in tackling climate change, Council's highest priority should be biodiversity conservation and growing the urban forest. the community is very concerned that Frankston City's natural assets are declining and not adequately protected for future generations. There is also a pressing need for better community engagement and sharing of knowledge about how to protect and enhance Frankston City's natural heritage.

The community has indicated a high level of support for addressing a number of biodiversity-related issues, with some of the most commonly-raised being:

- Increasing habitat connectivity, and reducing road-related risks for wildlife
- Protecting and managing biodiversity on private land
- Improving flora diversity and vegetation structure in reserves
- Management of pest plants and animals
- Loss of significant fauna (such as the Southern Brown Bandicoot)
- Human activities in reserves needing to better align with their conservation goals
- The need for better fire management, and integration with biodiversity management and protection
- Collaboration with adjoining councils and other government and private agencies

### Frankston Biodiversity Action Plan: Technical Report

- Preparation for the climate emergency

The community also highlights that there is a lack of knowledge in many areas, in particular:

- A lack of flora and fauna habitat data (with koala habitat mentioned often)
- Alternatives to herbicide use for vegetation management
- Long-term plans for threatened species management
- Limited monitoring of threatened flora and fauna

The *Action Plan* will have a strong focus on community engagement, which is further discussed in 72. It is evident that Frankston City's community has a wide range of knowledge about specific aspects of their home's biodiversity, which is detailed in 117.



Image 8. A Swamp Wallaby seen in a camera trap in Studio Park. Photography by Ethan Beschi (Frankston City Council).

## Frankston Biodiversity Action Plan: Technical Report

### 4. Frankston City's biodiversity now

This section aims to collate and present various data and knowledge about the current state of biodiversity in Frankston City, including:

- data from government databases
- discussions with land managers and other stakeholders
- data collected by Practical Ecology and other consultants in the past
- data provided by Frankston City Council

#### 4.1 Habitat and native vegetation mapping

Data was combined from a number of sources to get the most accurate picture of habitat and native vegetation composition in Frankston City (see **Map 3** for the data sources used and **Map 4** for an aerial photograph of Frankston City).

EVC mapping across Frankston City has previously been completed on-ground by Bedggood et al. (2006) and Cooney (2019), (**Map 4**). Initially, shapefiles of these two data sources were compiled in QGIS (QGIS.org 2020), and where they overlapped (i.e. a patch of native vegetation was mapped in both studies), the older shapefile was deleted to leave the most recent one only. Following this, existing EVC modelling from DSE (2005) was added for any areas not covered in the two on-ground surveys. Finally, high-resolution aerial photos from Nearmap (2020) were used to refine the extent of all shapefiles to delete any areas that clearly do not contain any native vegetation (e.g. where the Peninsula Link Freeway has since been constructed, or where the low-resolution DSE mapping covers areas noticeably cleared of native vegetation).

While this process may have missed some very small areas of native vegetation – in areas which had not been mapped on-ground and were not included in the low-resolution DSE mapping (**Key Finding 2**) – overall the resulting mapping gave a very good representation of the types and extents of native vegetation occurring in Frankston City.

**Key Finding 3:** *Parts of the EVC mapping used in this report need to be ground-truthed to get an even more accurate representation of EVC distribution within Frankston City.*

#### 4.2 Habitats

Today, all habitats that existed before colonisation still exist to some degree, albeit in modified states (see Sections 2.1 to 2.5 for descriptions of each habitat type). Closed Woodlands and Forests are still the most common habitat in Frankston City, largely due to extensive clearing of Open Woodlands and Grasslands, and the originally smaller size of Heathlands and Scrubs, and Wetlands (**Figure 17**).



## Frankston Biodiversity Action Plan: Technical Report

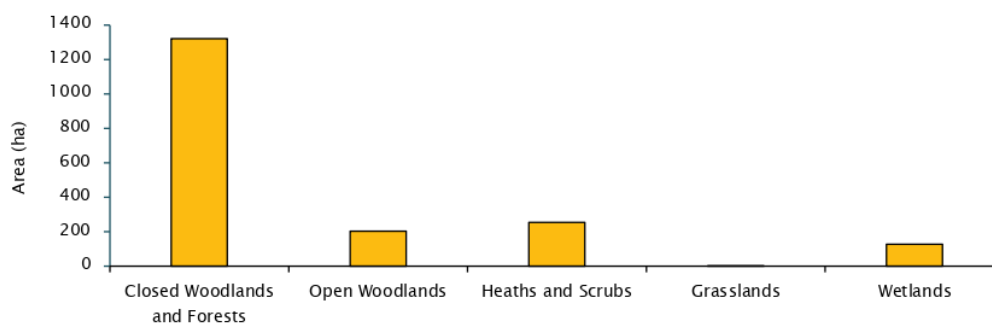


Figure 17. Area of each habitat in Frankston City today.

Relatively substantial percentages of Closed Woodlands and Forests, Heaths and Scrubs, and Wetlands still remain (Figure 18). Open Woodlands and Grasslands have been almost completely cleared, due to their easier conversion to agricultural land and other past land uses (Figure 18).

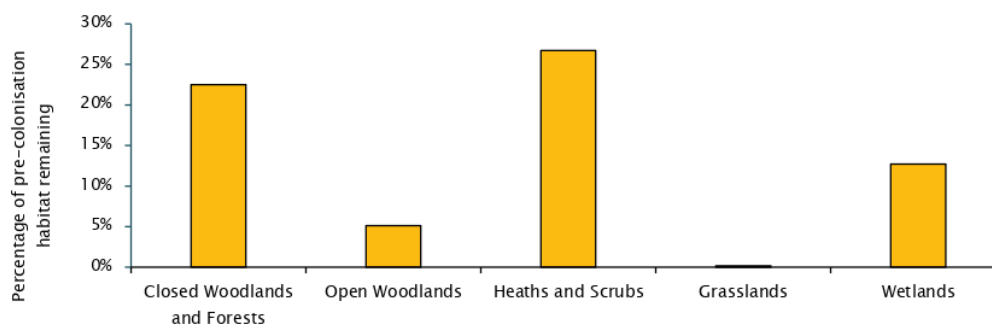


Figure 18. Proportion of each habitat in Frankston City remaining since colonisation.

**Closed Woodland and Forest EVCs** (including those in mosaics) that currently occur in Frankston City are:

- Coast Banksia Woodland
- Damp Heathy Woodland
- Damp Sands Herb-rich Woodland
- Gully Woodland
- Heathy Woodland
- Lowland Forest
- Shrubby Gully Forest
- Swampy Riparian Woodland
- Swampy Woodland
- Valley Heathy Forest

**Woodland EVCs** (including those in mosaics) that currently occur in Frankston City are:

- Grassy Woodland
- Plains Grassy Woodland

**Heathland and Scrub EVCs** (including those in mosaics) that currently occur in Frankston City are:

- Damp Heathland
- Coastal Dune Scrub
- Coastal Headland Scrub
- Riparian Scrub
- Sand Heathland
- Swamp Scrub

### Frankston Biodiversity Action Plan: Technical Report

**Grassland EVCs** (including those in mosaics) that currently occur in Frankston City are:

- Coastal Dune Grassland
- Plains Grassland

**Wetland EVCs** (including those in mosaics) that currently occur in Frankston City are:

- Aquatic Herbland
- Aquatic Saline Meadow
- Aquatic Sedgeland
- Brackish Aquatic Herbland
- Brackish Wetland
- Plains Grassy Wetland
- Tall Marsh



**Image 10.** Frankston City Council staff performing a planned burn. Photograph from Frankston City Council.



## Frankston Biodiversity Action Plan: Technical Report

### 4.3 Native vegetation

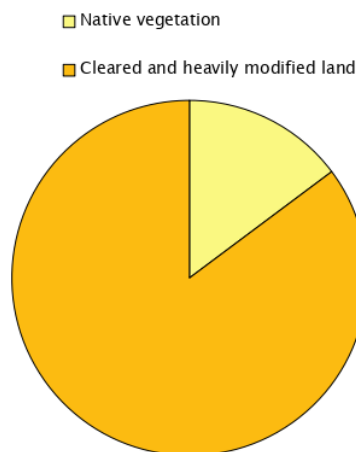
Overall, approximately 15 per cent of Frankston City's original vegetation (**Map 2**) remains relatively intact (**Map 4**), with the remaining 85 per cent of the municipality either heavily modified (i.e. potentially still containing some indigenous plants, but not resembling an EVC) or entirely cleared (**Figure 20**. Proportions of land in Frankston City covered by native vegetation, or cleared and heavily modified land.

**Figure 21.** Proportions of native vegetation in Frankston City occurring on either public or private land. **Figure 22).**

All of the EVCs modelled by DSE (2005) as occurring in Frankston City before colonisation (i.e. before the 19<sup>th</sup> century) still remain, with the exception of the Swampy Riparian Woodland/Swamp Scrub mosaic (although patches of the mosaic's component EVCs do still occur) (**Table 1, Map 4**).

Additionally, numerous EVCs have been recently mapped in Frankston City that were not modelled as occurring before colonisation (**Table 1, Map 4**). This is not surprising given that the modelling by DSE (2005) is low-resolution in scale, and rather than indicating changes in EVCs over time (although this is possible in some cases), indicates instead the importance of verifying data on the ground.

For this reason, it is difficult to determine the exact changes in each EVC's size and distribution since colonisation. Native vegetation in Frankston City has clearly been isolated into small fragments over time. Today, patches of individual EVCs range in size from 0.02 to 76.90 ha, with the average size being 2.69 ha.



**Figure 20.** Proportions of land in Frankston City covered by native vegetation, or cleared and heavily modified land.

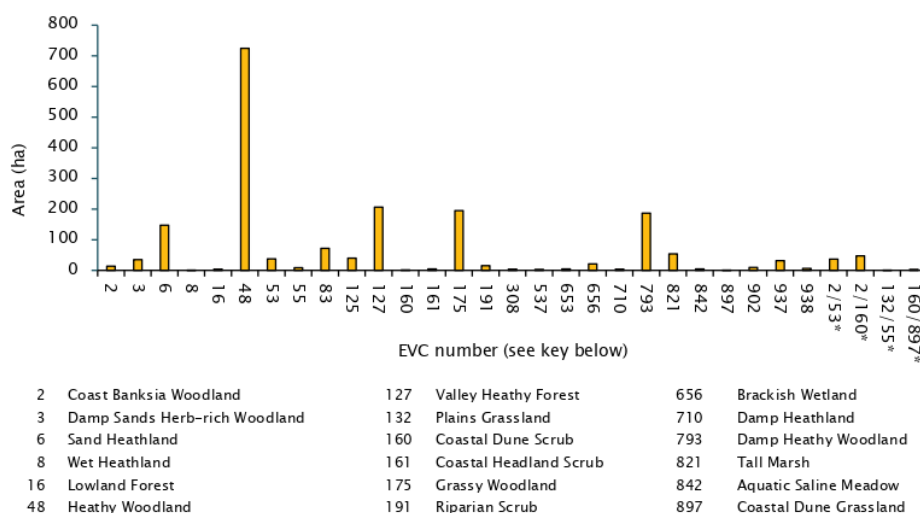
**Table 1.** Current mapped EVCs in Frankston City.

EVC number	EVC name	EVC mapped in pre-1750 map?	EVC present today?	Bioregional conservation status
2	Coast Banksia Woodland	Yes	Yes	Vulnerable
3	Damp Sands Herb-rich Woodland	Yes	Yes	Vulnerable
6	Sand Heathland	Yes	Yes	Rare
8	Wet Heathland	c	Yes	Depleted
16	Lowland Forest	Yes	Yes	Vulnerable
48	Heathy Woodland	Yes	Yes	Least concern
53	Swamp Scrub	Yes	Yes	Endangered
55	Plains Grassy Woodland	No	Yes	Endangered
83	Swampy Riparian Woodland	Yes	Yes	Endangered
125	Plains Grassy Wetland	Yes	Yes	Endangered
127	Valley Heathy Forest	No	Yes	Endangered
160	Coastal Dune Scrub	Yes	Yes	Depleted
161	Coastal Headland Scrub	Yes	Yes	Depleted

## Frankston Biodiversity Action Plan: Technical Report

EVC number	EVC name	EVC mapped in pre-1750 map?	EVC present today?	Bioregional conservation status
175	Grassy Woodland	Yes	Yes	Endangered
191	Riparian Scrub	No	Yes	Vulnerable
308	Aquatic Sedgeland	No	Yes	<i>Not listed</i>
537	Brackish Aquatic Herbland	No	Yes	<i>Not listed</i>
653	Aquatic Herbland	No	Yes	<i>Not listed</i>
656	Brackish Wetland	No	Yes	Endangered
710	Damp Heathland	No	Yes	Rare
793	Damp Heathy Woodland	No	Yes	Vulnerable
821	Tall Marsh	No	Yes	<i>Not listed</i>
842	Aquatic Saline Meadow	No	Yes	<i>Not listed</i>
897	Coastal Dune Grassland	No	Yes	<i>Not listed</i>
902	Gully Woodland	Yes	Yes	Endangered
937	Swampy Woodland	No	Yes	Endangered
938	Shrubby Gully Forest	No	Yes	<i>Not listed</i>
2/53	Coast Banksia Woodland/Swamp Scrub Mosaic	Yes	Yes	n/a
2/160	Coast Banksia Woodland/Coastal Dune Scrub Mosaic	Yes	Yes	n/a
83/53	Swampy Riparian Woodland/Swamp Scrub Mosaic	Yes	No	n/a
132/55	Plains Grassland/Plains Grassy Woodland Mosaic	Yes	Yes	n/a
160/897	Coastal Dune Scrub/Coastal Dune Grassland Mosaic	Yes	Yes	n/a

Today, Heathy Woodland is by far the most widespread EVC in Frankston City, followed by Valley Heathy Forest, Grassy Woodland, Damp Heathy Woodland, Sand Heathland, and numerous other EVCs in more restricted distributions (Figure 23, Map 4). Coastal Dune Grassland, Wet Heathland, and the Plains Grassland/Plains Grassy Woodland mosaic are the most restricted EVCs, each covering areas of less than 1 ha (Figure 23, Map 4).



## Frankston Biodiversity Action Plan: Technical Report

53	Swamp Scrub	308	Aquatic Sedgeland	902	Gully Woodland
55	Plains Grassy Woodland	537	Brackish Aquatic Herbland	937	Swampy Woodland
83	Swampy Riparian Woodland	653	Aquatic Herbland	938	Shrubby Gully Forest
125	Plains Grassy Wetland				

Figure 23. Size of each mapped EVC within Frankston City. \*EVC mosaic (a mixture of two EVCs in the same area)

### 4.3.1 Native vegetation on public and private land

Of the approximately 1,900 ha of native vegetation remaining in Frankston City, 40 per cent occurs on private land (e.g. bush blocks in the Langwarrin Woodlands [defined here as the area in the south-east of Frankston City with substantial native vegetation on private land]) (Figure 24. Proportions of native vegetation in Frankston City occurring on either public or private land.

Figure 25. Proportions of public and private land in Frankston City covered by native vegetation or cleared and heavily modified land. Figure 26). The other 60 per cent of native vegetation occurs on publicly-owned, or privately-owned but publicly-managed land (hereafter referred to as 'public land') such as Melbourne Water managing the Edithvale-Seaford Wetlands Environment Area (Figure 24. Proportions of native vegetation in Frankston City occurring on either public or private land.

Figure 25. Proportions of public and private land in Frankston City covered by native vegetation or cleared and heavily modified land. Figure 26).

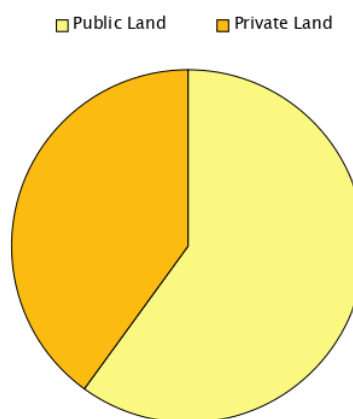


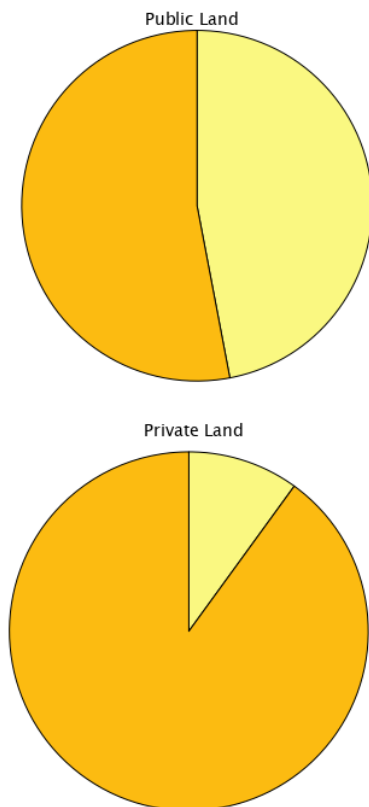
Figure 24. Proportions of native vegetation in Frankston City occurring on either public or private land.

## Frankston Biodiversity Action Plan: Technical Report

Of Frankston City's public land, 47 per cent is covered by native vegetation, compared to only 9 per cent of private land (Figure 27). Proportions of public and private land in Frankston City covered by native vegetation or cleared and heavily modified land.

**Key Finding 5.** Investigate options for protecting and securing areas of Wet Heathland, Lowland Forest, Plains Grassy

Native Vegetation  
Cleared and Heavily Modified Land



**Figure 27.** Proportions of public and private land in Frankston City covered by native vegetation or cleared and heavily modified land.

Woodland, Plains Grassy Wetland, Valley Heathy Forest, and Swampy Woodland (if found to be present following ground-truthing). **Figure 28).** These data demonstrate the clear success of public authorities in retaining vegetation on their land, as well as the susceptibility of vegetation on private land to clearing.

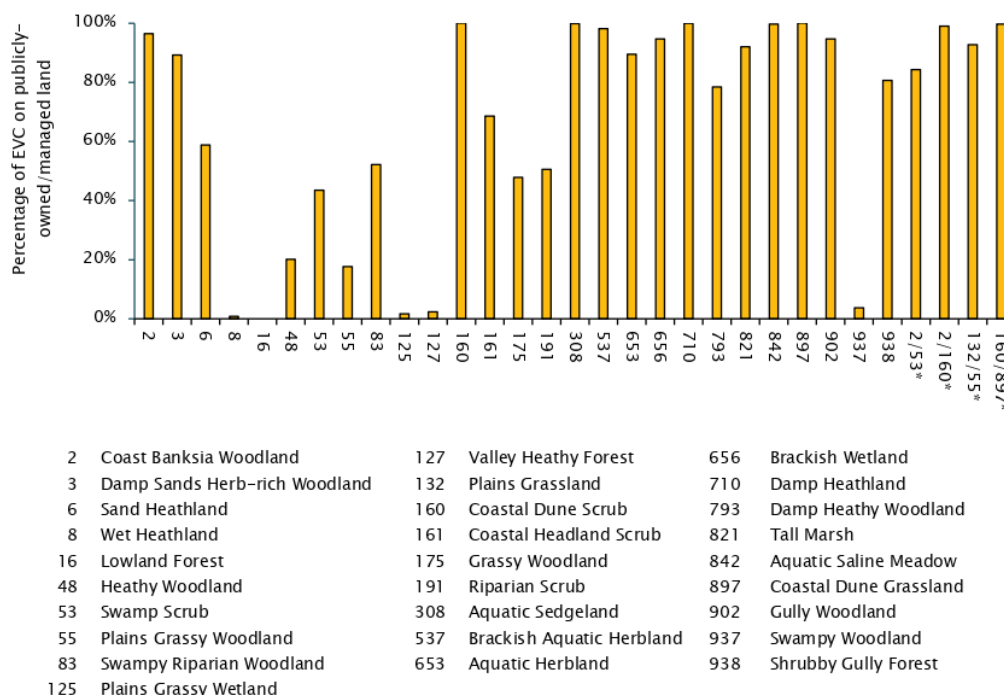
Most EVCs are mapped as occurring largely on public land, with the exception of a few. Around half of Swamp Scrub, Swampy Riparian Woodland, Grassy Woodland and Riparian Scrub occur on public land.

Only around a third of Heathy Woodland occurs on public land, although this EVC is by far the largest in Frankston City, and this proportion still represents a large area (**Figure 29**).

Less than 20 per cent of Wet Heathland, Lowland Forest, Plains Grassy Woodland, Plains Grassy Wetland, Valley Heathy Forest, and Swampy Woodland occur on public land, and thus are less secure than other communities (**Figure 29** and **Key Finding 3**).

**Key Finding 6.** Investigate options for protecting and securing areas of Wet Heathland, Lowland Forest, Plains Grassy Woodland, Plains Grassy Wetland, Valley Heathy Forest, and Swampy Woodland (if found to be present following ground-truthing).

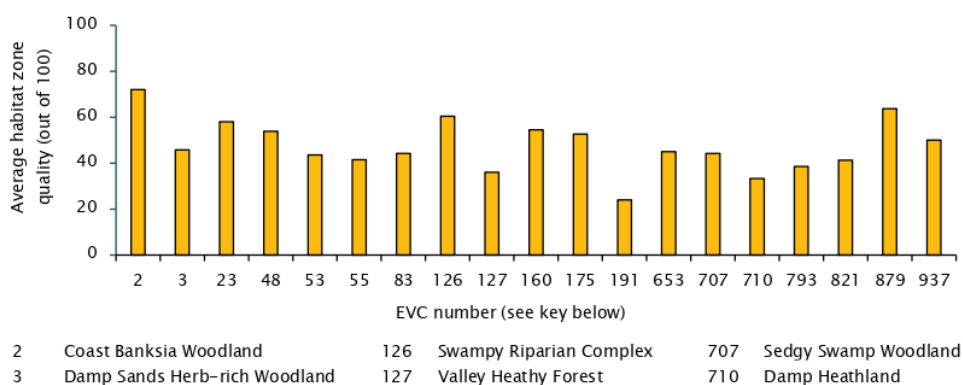
## Frankston Biodiversity Action Plan: Technical Report



**Figure 29.** Proportion of each EVC in Frankston City occurring on either publicly-owned or managed land. \*EVC mosaic (a mixture of two EVCs in the same area)

Given the long history of various land uses throughout Frankston City, it is not surprising that native vegetation is in various states of degradation. An unstandardised sample of a number of EVC patches indicates that some EVCs have been degraded to higher degrees than others (**Figure 30** and **Key Finding 4**). This suggests past land uses in the area, such as Plains Grassy Woodland perhaps being more suitable for grazing due to its open structure, and how different vegetation types tolerated alterations, such as by invasive species and human disturbance.

**Key Finding 9:** Different EVCs are degraded to different degrees, requiring a tailored and priority-based approach to management.





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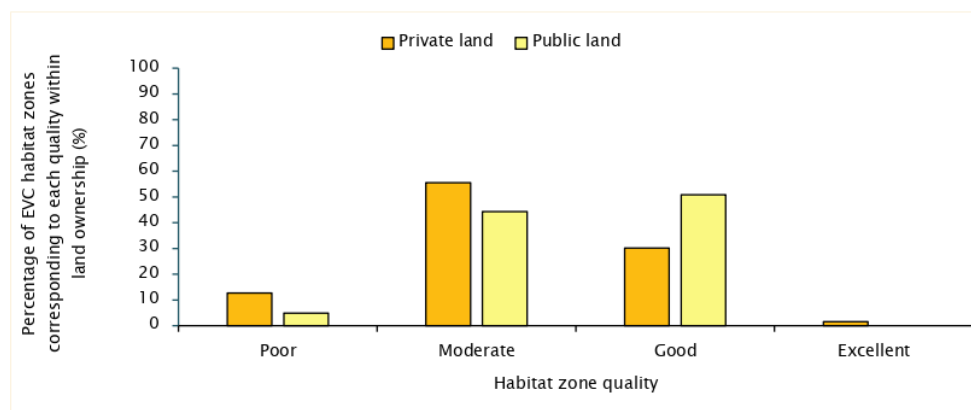
23	Herb-rich Foothill Forest	160	Coastal Dune Scrub	793	Damp Heathy Woodland
48	Heathy Woodland	175	Grassy Woodland	821	Tall Marsh
53	Swamp Scrub	191	Riparian Scrub	879	Coastal Dune Grassland
55	Plains Grassy Woodland	653	Aquatic Hermland	937	Swampy Woodland
83	Swampy Riparian Woodland				

**Figure 30.** Average habitat zone quality (defined by Habitat Hectares scores) of EVCs based on an unstandardised sample of 63 habitat zones surveyed by Practical Ecology. This figure is intended to highlight that different EVCs may be at different levels of degradation, and is not intended to quantify the actual qualities of each respective EVC across Frankston City.

In addition to varying qualities of each EVC, it appears that EVCs on private and public land are degraded to different levels (**Figure 31**). In the same convenience sample used for **Figure 30**, 0 per cent of sampled habitat zones on public land were in excellent quality, 51 per cent were good, 44 per cent were moderate, and 5 per cent were poor (**Figure 31**). In contrast, 2 per cent of sampled habitat zones on private land were in excellent quality, 30 per cent were good, 56 per cent were moderate, and 12 per cent were poor (**Figure 31**).

**Key Finding 12:** *EVCs on private land are more degraded than those on public land, and strategies to improve management on private land should be investigated.*

This is not surprising given that public land is managed with higher obligations for protecting native vegetation. However, this is influenced by the types of EVCs that occur on private versus public land, which as mentioned above are themselves degraded to varying degrees (**Key Finding 5**). It is also important to note that the data collected on public land is likely skewed towards lower quality remnants, as data from high-quality remnants such as Frankston Nature Conservation Reserve and Studio Park were not in the sample.



**Figure 31.** Qualities of EVC habitat zones on private and public land. Quality ranges are defined by Habitat Hectares scores (out of 100) where 0 to <25 is poor, ≥25 to <50 is moderate, ≥50 to <75 is good, and ≥75 to 100 is excellent. Based on an unstandardised sample of 63 habitat zones surveyed by Practical Ecology in previous work.

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Image 12. Common Heath (*Epacris impressa*) in flower in Langwarrin. Photograph by Andrew Stephens (Practical Ecology).

### 4.3.2 Recent losses

Despite Frankston City Council's planners evidently performing their duties to avoid and minimise habitat and vegetation loss, substantial clearing has still occurred in recent years. At The Pines Flora and Fauna Reserve, large areas of land were cleared for the Peninsula Link Freeway (



### Frankston Biodiversity Action Plan: Technical Report

Figure 32). Additionally, smaller areas are cleared relatively regularly for low-density residential, industrial, and rural residential purposes (with examples of such in Figure 33).



Figure 32. Loss of native vegetation and connectivity in The Pines Flora and Fauna Reserve during the construction of the Peninsula Link Freeway. Aerial photos from Nearmap (2021).



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Figure 33. Loss of native vegetation on private properties in Langwarrin South (top), in Burdett's Quarry (middle), and at a small housing development in Langwarrin (bottom). Aerial photos from Nearmap (2021).

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### 4.4 Flora

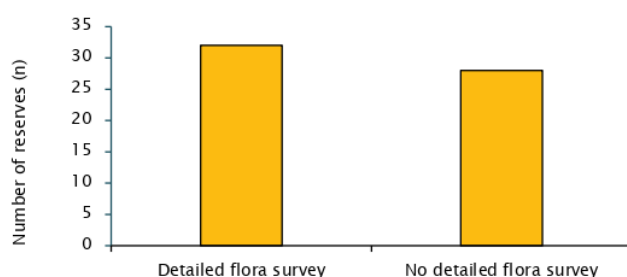
While the previous section discussed the state of the overall *assemblages* of plant species (EVCs/native vegetation) in Frankston City, this section will discuss *individual plant species*. This section aims to answer three main questions relating to flora in Frankston City:

1. What do we currently know about Frankston City's flora, and what don't we know?
2. Which listed flora species occur in Frankston City?
3. Where is the most important flora habitat in Frankston City?

Frankston City's natural reserve system encompasses 60 different reserves of varying sizes from small parks to large flora and fauna reserves. Data used for the analysis of flora in Frankston City's reserves were compiled from various surveys completed in previous years<sup>1</sup>. Of Frankston City's 60 reserves, 32 have had detailed flora surveys completed, while 28 have not (Figure 35. Number of reserves in Frankston City with and without detailed flora surveys).

**Key Finding 15:** *The diversity of flora species at many natural reserves is not documented due to a lack of detailed surveys.*

**Key Finding 17:** Structural diversity of the vegetation at many of Frankston City's natural reserves could be improved through the reinstatement of understorey species (Figure 36 and Key Finding 6).



**Figure 35.** Number of reserves in Frankston City with and without detailed flora surveys.

Within the natural reserves that have had detailed flora surveys completed, an average of 81 indigenous flora species were detected, with the most diverse group of plants being trees and shrubs, followed by graminoids, and woody groundcovers, herbs and forbs (Figure 38).

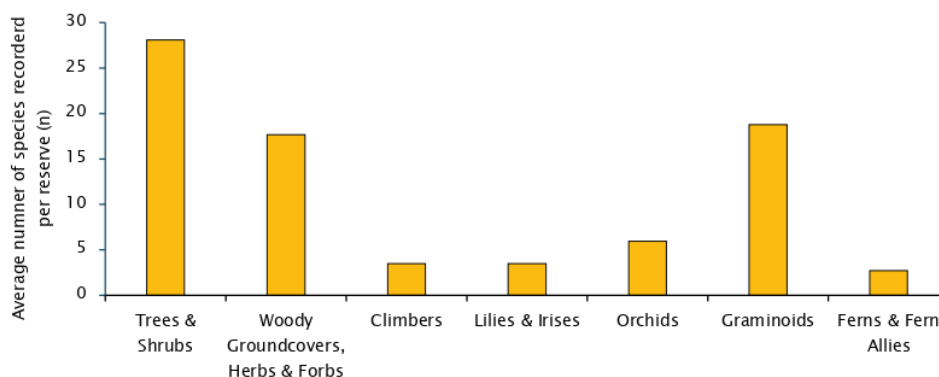
The number of species detected at each reserve varied greatly, with as few as 17 indigenous species at one reserve, and up to as many as 180 at another. The

diversity of understorey species accounted for much of this variation, pointing to poor structural diversity in some reserves (Key Finding 7). This is likely the result of a number of factors, including foot traffic at busier reserves, and past land uses such as grazing causing the loss of much of the understorey. Overall however, the diversity of indigenous understorey species was relatively high throughout reserves managed primarily for biodiversity, indicating the successful management of such reserves by Parks Victoria, Melbourne Water, and Frankston City Council.

**Key Finding 18:** *Structural diversity of the vegetation at many of Frankston City's natural reserves could be improved through the reinstatement of understorey*

<sup>1</sup> Agriculture Victoria (2000), Bedggood et al. (2006), Biosis (2004a;b), Brunner and Courtney (1996; 1999a;b;c;d; 2003), Carr (1991), Department of Conservation & Environment (1991), Environmental Resources Management Australia (2005), Fairbridge et al. (2008), Felix Botanica (2004), Gordes (2000), Kananook Creek Association (2009), Kern (2004), McCaffrey and Legg (2007), McCaffrey et al. (2010), Muir et al. (1997), Riparian Australia (1999a;b), SMEC Australia (2011), Stephens et al. (2003), Terra Forma (1999a;b;c;d;e; 2000a;b; 2002; 2003a;b;c; 2004), Terramatrix and IDLM (2010), Walker (1992), Walker (1993) and Yugovic (2005).

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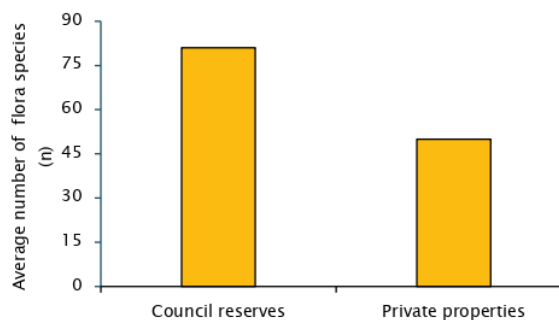
**Figure 38.** Species diversity of different vegetation components recorded throughout Frankston City's reserves. Compiled from 33 different reserves with detailed flora surveys, out of a total of 60 reserves.

As previously mentioned, surveys in Frankston City's natural reserves detected an average of 81 indigenous species, which contrasts to an average of 50 species on private properties (based on an unstandardised sample of 13 surveys on private properties; **Figure 39**). Average number of flora species recorded in detailed surveys of 32 of Frankston City's reserves, and an unstandardised sample of 13 surveys on private properties.

**Key Finding 20:** There is substantial flora diversity on private land, which should be documented managed and protected. (Figure 40).

While the average number of species detected on private properties is substantially lower, these data still point towards substantial flora diversity on private properties (**Key Finding 8**).

Additionally, a number of the private property surveys included in the sample are on small



**Figure 39.** Average number of flora species recorded in detailed surveys of 32 of Frankston City's reserves, and an unstandardised sample of 13 surveys on private properties.

parcels of land in the more urbanised parts of Frankston City (e.g. Seaford), which had as few as 5 indigenous plant species, while surveys in more rural parts (e.g. Langwarrin South) had as many as 158 indigenous plant species.

While these findings are not intended to indicate the precise diversity of flora on private land, they do indicate that it is substantial and warrants protection and management.

**Key Finding 21:** *There is substantial flora diversity on private land, which should be documented managed and protected.*

### 4.4.1 Listed flora

Records from the Victorian Biodiversity Atlas (VBA) were used to determine the presence of listed flora in Frankston City, as well as surrounding municipalities. Listed flora were defined as any indigenous flora species



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listed under the EPBC Act, FFG Act, and/or *Advisory list of rare or threatened plants in Victoria* (DEPI 2014, DSE 2010, Environment Australia 1999).

After organising these records, we scrutinised them for accuracy. Initially, we viewed the natural distribution of each species using VicFlora (Royal Botanic Gardens Victoria 2015), and deleted from the list any species that were clearly outside of their natural ranges (i.e. their natural distributions did not overlap with the LGAs of Casey, Dandenong, Frankston, Kingston, or Mornington Peninsula, ).

Species with scattered, widespread natural distributions were not deleted at this stage, if it was unclear whether or not they naturally occur in the area.

Subsequently, if any species had three or fewer records in any of the five LGAs, their records were further interrogated by:

- viewing the location of each record on the VBA (DELWP 2020)
- viewing their natural distributions on VicFlora (Royal Botanic Gardens Victoria 2015), as well as on the Atlas of Living Australia (ALA 2012)
- determining if their associated geology was present in each LGA (i.e. records of species that solely grow on basalt soils were removed from Frankston City as there is no basalt in the LGA)

Any species whose records in Frankston City remained uncertain were then discussed with a local botanical expert (Costermans 2020). Records in Frankston City's surrounding LGAs were not as closely scrutinised and thus the lists of species in these LGAs in Section 7 are not considered definitive.

Following the above process, we established two categories of listed flora presence in each LGA (See Section 7 for the detailed list):

1. **'Present'** species were listed flora species with at least one record since 2000
2. **'Not recently recorded'** listed flora species were those with no records since 2000

Overall, 23 listed flora species were considered to be present in Frankston City, with the following species having multiple records since 2000 in Frankston City:

- |   |   |
|---|---|
| • Common Apple-berry ( <i>Billardiera scandens</i> s.s.)  | • Prawn Greenhood ( <i>Pterostylis pedoglossa</i> )                             |
| • Frankston Spider-orchid ( <i>Caladenia robinsonii</i> ) | • Purple Blown-grass ( <i>Lachnagrostis semibarbata</i> var. <i>filifolia</i> ) |
| • Fringed Helmet-orchid ( <i>Corybas fimbriatus</i> )     | • Purple Diuris ( <i>Diuris punctata</i> var. <i>punctata</i> )                 |
| • Green Leek-orchid ( <i>Prasophyllum lindleyanum</i> )   | • River Swamp Wallaby-grass ( <i>Amphibromus fluitans</i> )                     |
| • Grey Spike-sedge ( <i>Eleocharis macbarronii</i> )      | • Southern Bristle-sedge ( <i>Chorizandra australis</i> )                       |
| • Lacey River Buttercup ( <i>Ranunculus amplus</i> )      | • Pale Swamp Everlasting ( <i>Coronidium gunnianum</i> )                        |
| • Lizard Orchid ( <i>Burnettia cuneata</i> )              | • Upright Panic ( <i>Entolasia stricta</i> )                                    |
| • Mentone Greenhood ( <i>Pterostylis x toveyana</i> )     |   |

The following species had only one record in Frankston City since 2000, and while the LGA is within their natural range and therefore are considered present, are highlighted here as especially important to document:

- |  |  |
|--|--|
| • Annual Bitter-cress ( <i>Cardamine paucijuga</i> s.s.) | • Metallic Sun-orchid ( <i>Thelymitra epipactoides</i> ) |
| • Grey Billy-buttons ( <i>Craspedia canens</i> )         | • Naked Sun-orchid ( <i>Thelymitra circumsepta</i> )     |
| • Large River Buttercup ( <i>Ranunculus papulentus</i> ) | • Swamp Everlasting ( <i>Xerochrysum palustre</i> )      |
| • Maroon Leek-orchid ( <i>Prasophyllum frenchii</i> )    | • Swamp Fireweed ( <i>Senecio psilocarpus</i> )          |

The high number of listed flora species in Frankston City indicates two somewhat contradictory factors:

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1. the success of its natural reserves in retaining habitat for such species
2. the disturbed and fragmented state of the wider landscape, causing these species to be listed in the first place

Records of listed flora in Frankston City appeared to be scattered relatively evenly throughout the LGA, with The Pines and Langwarrin Flora and Fauna Reserves the only locations with noticeable clusters of records. It appears that many of the records are not geographically accurate, and it is doubtful whether many of the species still occur (**Key Finding 9**).

Following confirmation of the presence and populations of listed flora in Frankston City, management actions can be prescribed in their habitats.

**Key Finding 24:** *Listed flora records in Frankston City are outdated and geographically inaccurate, requiring targeted surveys, and discussions with local botanists before any management actions can be defined.*

Many of the listed flora species present in Frankston City are not found in surrounding LGAs (see Appendix II), and thus their current locations (if still present) provide their last stronghold in the area of southeast Melbourne.

In contrast, dozens of species were recorded as being present in one or more surrounding LGAs, but not recently recorded in Frankston City (**Appendix 2**). Many of the species occurring only in Frankston City's surrounding LGAs do not have suitable habitat in Frankston City (e.g. species which grow on basalt or tidal mudflats that do not occur in Frankston City). However, there are also species that could find a suitable habitat in Frankston City, and reintroducing these species would be extremely beneficial, to increase their populations and distributions across the wider landscape (**Key Finding 10**).

**Key Finding 27:** *Investigate the reintroduction of listed flora species from surrounding LGAs to Frankston City (where suitable habitat is present) to increase their populations in the landscape.*

### Relationship to other Council policies

Council's *Biodiversity Policy* (Frankston City Council, 2018) states that Council aims "to avoid removal of, and adverse impacts to, biodiversity assets including canopy trees (particularly those with hollows), indigenous vegetation, and habitat for indigenous fauna, waterways, wetlands and coastal environments". Additionally, the *Biodiversity Policy* highlights the need to promote "Frankston [City]'s rare and threatened flora and fauna as assets for the community to value, protect and contribute to their recovery".

The *Green Wedge Management Plan* (Frankston City Council et al., 2019) documents VBA records (as per this *Technical Report* [though without scrutinising records]) of listed flora species in its precincts, including defining key ecological assets supporting such species.

While the *Urban Forest Action Plan* (Frankston City Council, 2020), *Climate Change Impacts and Adaptation Plan* (Frankston City Council, 2011) and *Greening Our Future, Environmental Strategy 2014–2024* (Frankston City Council, 2014) provide a number of key findings that would indirectly influence listed flora, the documents do not specifically refer to listed flora.

**Summary:** The *Biodiversity Action Plan* will be the main document that provides for actions related to the conservation of listed flora in Frankston City.

## 4.5 Fauna

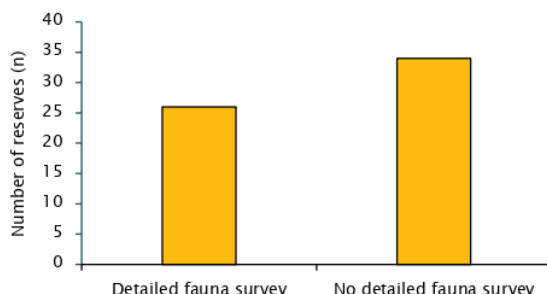
The following section aims to answer four main questions relating to fauna in Frankston City:

1. What do we currently know about Frankston City's fauna, and what don't we know?



## Frankston Biodiversity Action Plan: Technical Report

2. Which listed fauna species occur in Frankston City?
3. Where is the most important fauna habitat in Frankston City?
4. How well is fauna habitat connected throughout Frankston City, as well as to the wider landscape?



**Figure 42.** Number of reserves in Frankston City with and without detailed fauna surveys.

Data used for the analysis of fauna in Frankston City's reserves were compiled from various surveys completed in past years<sup>2</sup>. Of Frankston City's 60 reserves, 26 have had detailed fauna surveys completed, while 34 have not (Figure 42. Number of reserves in Frankston City with and without detailed fauna surveys).

**Key Finding 29:** Reserves (and other publicly-managed land) with sizeable fauna habitat should be surveyed regularly (especially reserves which have never been surveyed) within a long-term

monitoring framework in order to better understand how various fauna species utilise them. (Figure 43).

As discussed in the flora section, it is important to note that a number of the reserves not surveyed include small parks with little biodiversity values, which are not of high priority to survey, and thus the lack of surveys is not necessarily a negative in this context.

However, there are a number of reserves with substantial areas of native vegetation that have not been surveyed, which would be useful to survey in the future in order to gain a better understanding of fauna within them (**Key Finding 11**).

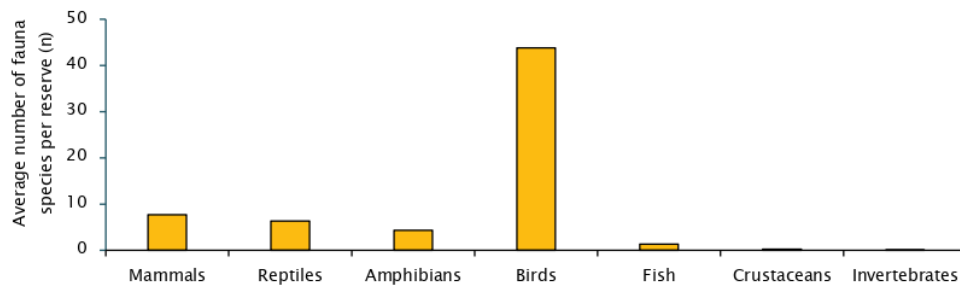
Analysis of fauna surveys conducted in 26 of Frankston City's reserves shows the composition of fauna in the reserves is diverse and species-rich (Figure 44). It is important to note that a number of the surveys used for this analysis date back as far as 1992, which clearly require updating. However these data still provide a good indication of fauna composition in Frankston City.

Birds comprise the most commonly recorded group by far, followed by mammals, reptiles, and amphibians. Fish, crustaceans and invertebrates are sporadically recorded in low numbers throughout the reserve system, though minimal survey effort over time may be the reason for the sparse records to some degree.

**Key Finding 30:** Reserves (and other publicly-managed land) with sizeable fauna habitat should be surveyed regularly (especially reserves that have never been surveyed) within a long-term monitoring framework, in order to better understand how various fauna species utilise them

<sup>2</sup> Brunner and Courtney (1996; 1999a;b;c;d); Brunner and Wallis (1993); Environmental Resources Management Australia (2005); Fairbridge et al. (2008); Koehler (2005); Legg (2012); McCaffrey and Legg (2007); McCaffrey et al. (2010); Norris (1992); Riparian Australia (1999a;b); SMEC Australia (2011); and Stephens et al. (2003).

## Frankston Biodiversity Action Plan: Technical Report



**Figure 44.** Average number of different fauna groups surveyed in each of Frankston's reserves. Only reserves with detailed fauna surveys were included in this analysis.

The most commonly recorded indigenous mammals in Frankston City's reserves are Swamp Rats, Brushtail Possums, Ringtail Possums, Short-beaked Echidnas, and Little Forest Bats, which were all recorded in at least 15 of the 26 sampled reserves. Bush Rats (*Rattus fuscipes*), have even been recorded recently near Golf Links Road, an apparent range expansion for the species (Legg, 2020).

The most commonly recorded indigenous reptiles in Frankston City's reserves are Common Garden Skinks (*Lampropholis guichenoti*), Blotched Blue-tongued Lizards (*Tiliqua nigrolutea*), Tiger Snakes (*Notechis scutatus*), and Lowland Copperhead Snakes (*Austrelaps superbus*), also all recorded in at least 15 of the 26 sampled reserves.

The most commonly recorded indigenous amphibians in Frankston City's reserves are Southern Brown Tree Frogs, Common Froglets (*Crinia signifera*), Pobblebonks (*Limnodynastes dumerilii*), and Whistling Tree Frogs (*Litoria verreauxii*) – also known as Verreaux's Tree Frogs – again recorded in at least 15 of the 26 sampled reserves.

Many indigenous birds have been recorded across multiple reserves in Frankston City, with the most common being Australian Magpies (*Cracticus tibicen*), Grey Butcherbirds (*Cracticus torquatus*), Magpie Larks (*Grallina cyanoleuca*), Red Wattlebirds (*Anthochaera carunculata*), and Superb Fairy-wrens (*Malurus cyaneus*).

The diversity of heath and woodland birds in Frankston City is quite high (Fairbridge, 2021), highlighting the importance (and success) of maintaining fragments of such habitats that act as stepping-stone fauna linkages across the landscape.

Fish, crustaceans, and invertebrates are not commonly recorded. However, fauna surveys do not usually target these species, but rather usually focus on terrestrial vertebrates (**Key Finding 12**), and many reserves do not contain aquatic habitats that would support fish. Despite this, some significant species have been recorded such as Dwarf Galaxias (*Galaxiella pusilla*) in Boggy Creek, and a variety of fish species in Kananook Creek.

**Key Finding 33:** Perform comprehensive surveys of fish, crustaceans and invertebrates throughout Frankston City (including on private land and in Boggy Creek).

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**Image 13.** Seaford Wetlands is an important area for a number of migratory birds, as well as numerous local fauna. Photograph by Mark Calleja (Frankston City Council).

While many of the abovementioned species are common throughout Victoria as a whole, Frankston City provides a stronghold for a number of species such as Koalas, Swamp Wallabies, Eastern Long-necked Turtles, and various microbats, which are almost certainly at risk of local extinction (Fairbridge, 2021). The habitat in Frankston City for these species is especially important given the LGA's location on the fringe of the highly-developed inner suburbs, where such species rarely venture.

### 4.5.1 Listed fauna

As with flora, records from the VBA (**Key Finding 13**) were used to determine the presence of listed fauna in Frankston City, as well as surrounding LGAs. Listed fauna were defined as any indigenous fauna species listed under the EPBC Act, FFG act, *Advisory List of Rare or Threatened Vertebrate Fauna*, and/or the *Advisory List of Rare or Threatened Invertebrate Fauna in Victoria* (DSE, 2007, 2009a & 2009b)(Environment Australia, 1999).

Three categories of listed fauna presence in each LGA were defined (See **Appendix 2** for the detailed list):

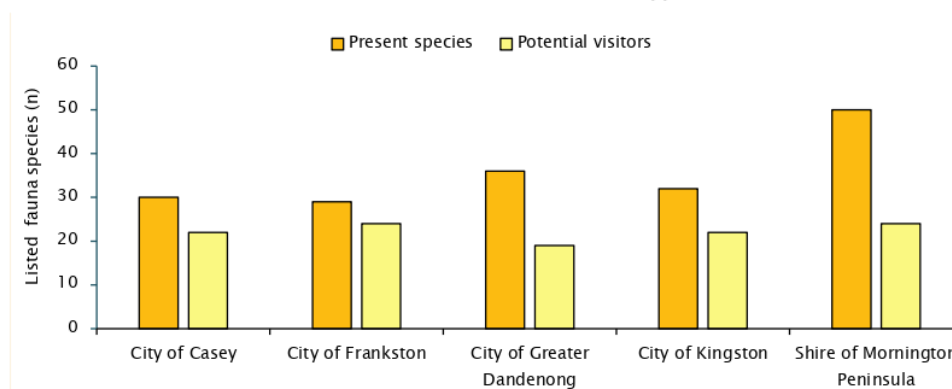
1. **'Present'** species were listed fauna species with at least five records, and at least one record since 2015
2. **'Potential visitors'** were listed fauna species with at least one record since 2000 (which were not classified as 'present')
3. **'Not recently recorded'** listed fauna species were those with no records since 2000

## Frankston Biodiversity Action Plan: Technical Report

Frankston City has similar numbers of listed fauna records to the surrounding LGAs of the Cities of Casey, Greater Dandenong and Kingston, though substantially fewer than the Shire of Mornington Peninsula (Figure 45).

This is not surprising given the much larger size of the Shire of Mornington Peninsula, the greater abundance of remnant vegetation, and the Shire's exposure to Port Phillip Bay, Western Port, and Bass Strait, increasing the diversity of seabirds such as Albatrosses (*Thalassarche* spp.), which do not often venture inland (see Appendix 2 for a full species list).

**Key Finding 36:** Establish a mechanism (such as a permit condition) to ensure that surveys undertaken in Frankston City are entered into the Victorian Biodiversity Atlas to centralise all data and allow ease of analysis.



**Figure 45.** Number of listed fauna species recorded in Frankston City and surrounding LGAs. Species are defined as present if there are more than five recorded sightings and there is at least one sighting since 2015 in the LGA. Species are defined as potential visitors if there is at least one sighting since 2000 in the LGA. See Section 10 on Page 109 for the full list of listed fauna species in these LGAs.

The following 29 listed fauna species were considered to be present in Frankston City:

- Australasian Bittern (*Botaurus poeciloptilus*<sup>9</sup>)
- Australasian Shoveler (*Spatula rhynchotis*<sup>9</sup>)
- Australian Fur Seal (*Tursiops australis*)
- Blue-billed Duck (*Oxyura australis*<sup>9</sup>)
- Caspian Tern (*Hydroprogne caspia*<sup>9</sup>)
- Common Greenshank (*Tringa nebularia*<sup>9</sup>)
- Curlew Sandpiper (*Calidris ferruginea*<sup>9</sup>)
- Dwarf Galaxias (*Galaxiella pusilla*)
- Eastern Great Egret (*Ardea alba modesta*<sup>9</sup>)
- Eastern Snake-necked Turtle
- Freckled Duck (*Stictonetta naevosa*<sup>9</sup>)
- Glossy Ibis (*Plegadis falcinellus*<sup>9</sup>)
- Great Egret (*Ardea alba modesta*<sup>9</sup>)
- Grey-headed Flying-fox (*Pteropus poliocephalus*)
- Hardhead (*Aythya australis*)
- Latham's Snipe
- Lewin's Rail (*Lewinia pectoralis*)
- Long-toed Stint (*Calidris subminuta*<sup>9</sup>)
- Marsh Sandpiper (*Tringa stagnatilis*<sup>9</sup>)
- Musk Duck (*Biziura lobata*<sup>9</sup>)
- Nankeen Night-Heron (*Nycticorax caledonicus*<sup>9</sup>)
- Pacific Gull (*Larus pacificus*<sup>9</sup>)
- Pectoral Sandpiper (*Calidris melanotos*<sup>9</sup>)
- Pied Cormorant (*Phalacrocorax varius*<sup>9</sup>)
- Powerful Owl
- Royal Spoonbill (*Platalea regia*<sup>9</sup>)
- Southern Toadlet (*Pseudophryne semimarmorata*)
- Swamp Skink
- Swift Parrot
- Whiskered Tern (*Chlidonias hybrida*<sup>9</sup>)
- White-bellied Sea Eagle (*Haliaeetus leucogaster*<sup>9</sup>)
- White-throated Needletail (*Hirundapus caudacutus*)
- Wood Sandpiper (*Tringa glareola*<sup>9</sup>)

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\*Waterbirds and shorebirds

The above species are almost entirely water and shore birds (with many records from the Seaford Wetlands Ramsar site), which is not surprising given the habitat in Frankston City that includes large areas of wetlands, creeks, and shorelines.

### Relationship to other Council policies

Council's *Biodiversity Policy* (Frankston City Council, 2018) states that Council aims "to avoid removal of, and adverse impacts to, biodiversity assets including canopy trees (particularly those with hollows), indigenous vegetation, and habitat for indigenous fauna, waterways, wetlands and coastal environments". Additionally, the *Biodiversity Policy* highlights the need to promote "Frankston [City]'s rare and threatened flora and fauna as assets for the community to value, protect and contribute to their recovery".

The *Urban Forest Action Plan* (Frankston City Council, 2020) highlights the opportunity of urban forests to provide "food and shelter even to endangered fauna and other species of high conservation value".

The *Green Wedge Management Plan* (Frankston City Council et al., 2019) documents VBA records (as per this *Technical Report* [though without scrutinising records]) of listed fauna species in its precincts, including defining key ecological assets supporting such species.

While the *Climate Change Impacts and Adaptation Plan* (Frankston City Council, 2011) and *Greening Our Future, Environmental Strategy 2014–2024* (Frankston City Council, 2014) provide a number of key findings that would indirectly influence listed fauna, the documents do not specifically refer to listed fauna.

**Summary:** The *Biodiversity Action Plan* will be the main document that provides for actions related to the conservation of listed fauna in Frankston City.

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Listed fauna species records were clustered around seven main areas within Frankston City (Figure 47):

1. The Edithvale–Seaford Wetlands
2. The Pines Flora and Fauna Reserve
3. Langwarrin Flora and Fauna Reserve
4. Frankston Reservoir
5. Boggy Creek
6. Kananook Creek
7. Langwarrin Woodlands\* (defined in Section 2.1 as the area in the south-east of Frankston City with substantial native vegetation on private land)

Areas 1–6 are managed by a combination of Parks Victoria, Melbourne Water and Frankston City Council. The Langwarrin Woodlands however, is a large area of privately owned properties with substantial native vegetation interspersed throughout.

These six areas appear to be the main strongholds for listed fauna in Frankston City, and are essential to secure and maintain for the continued presence of these listed fauna species in the area (Key Finding 14).

**Key Finding 39:** Consider creating criteria to prioritise restoration and/or maintenance works in listed fauna habitats.

The following 36 listed fauna species (including 9 seabirds that are unlikely to utilise habitat within Frankston City) were considered to be either 'not recently recorded' or potential visitors in Frankston City, but present in one or more surrounding LGAs:

- Australian Little Bittern (*Ixobrychus dubius*)
- Baillon's Crake (*Porzana pusilla*)
- Bar-tailed Godwit (*Limosa lapponica*)
- Black Falcon (*Falco subniger*)
- Black-browed Albatross (*Thalassarche melanophrys*\*)
- Black-faced Cormorant (*Phalacrocorax fuscescens*)
- Chestnut-rumped Heathwren (*Calamanthus pyrrhopygius*)
- Common Sandpiper (*Actitis hypoleucos*)
- Eastern Curlew (*Numenius madagascariensis*)
- Emu
- Fairy Prion (*Pachyptila turtur*\*)
- Glossy Grass Skink

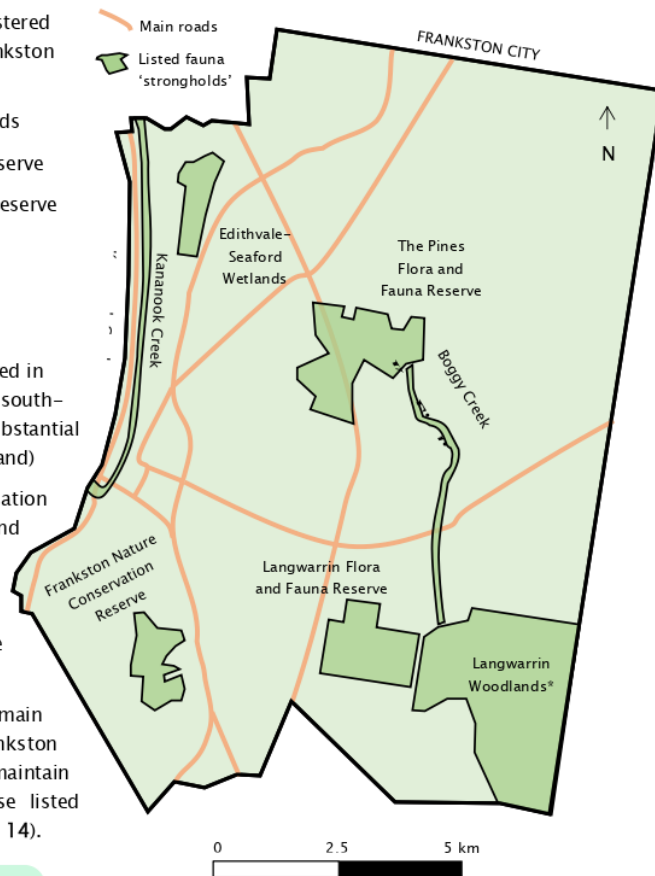


Figure 46. Listed fauna 'strongholds' in Frankston City.

Figure 47. Listed fauna 'strongholds' in Frankston City.



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- Grey Goshawk (*Accipiter novaehollandiae*)
- Hooded Plover (*Thinornis cucullatus*)
- Hooded Robin (*Melanodryas cucullata*)
- Indian Yellow-nosed Albatross (*Thalassarche carteri*<sup>\*)</sup>
- Little Egret (*Egretta garzetta*)
- Little Tern (*Sternula albifrons*<sup>\*)</sup>
- Magpie Goose (*Anseranas semipalmata*)
- Northern Giant-Petrel (*Macronectes halli*<sup>\*)</sup>
- Pacific Golden Plover (*Pluvialis fulva*)
- Plumed Egret (*Ardea intermedia plumifera*)
- Regent Honeyeater (*Anthochaera phrygia*)
- Ruddy Turnstone (*Arenaria interpres*)
- Shy Albatross (*Thalassarche cauta*<sup>\*)</sup>
- Sooty Oystercatcher (*Haematopus fuliginosus*)
- Southern Brown Bandicoot
- Southern Giant-Petrel (*Macronectes giganteus*<sup>\*)</sup>
- Spotted Harrier (*Circus assimilis*)
- White-footed Dunnart (*Sminthopsis leucopus*)
- White-fronted Tern (*Sterna striata*<sup>\*)</sup>
- White-winged Black Tern (*Chlidonias leucopterus*<sup>\*)</sup>

<sup>\*)</sup>Seabirds that are unlikely to utilise habitat within Frankston City, and were identified in the Shire of Mornington Peninsula.



**Image 15.** A Southern Brown Bandicoot foraging along the ground. Photography by Dr Austin O'Malley (Practical Ecology).

As the above species are regularly found throughout one or more surrounding LGAs, it is worth asking the question: Why are they not found in Frankston City?

For most of the above species, this is simply due to the fact that the appropriate habitat is (and never was) present in Frankston City (such as many of the seabird species). However, a small number of these species are likely absent due to fragmented and degraded habitat, which could be improved through targeted works and the species potentially reintroduced. The most likely candidates for this are White-footed Dunnarts, Glossy Grass Skinks, and Southern Brown Bandicoots.

For example, Southern Brown Bandicoots (**Image 15**. A Southern Brown Bandicoot foraging along the ground. Photography by Dr Austin O'Malley (Practical Ecology).

**Key Finding 42:** Consult with the Southern Brown Bandicoot Recovery Team and other experts to determine the feasibility of re-establishing population of Southern Brown Bandicoots in Frankston City.

**Key Finding 45:** After consulting with experts, and feasibility analyses, integrate reintroductions of Southern Brown Bandicoot, Glossy Grass Skink, White-footed Dunnart, and other appropriate species into a Frankston Fauna Linkage and Reintroduction Strategy'.

**Key Finding 41:** Consult with the Southern Brown Bandicoot Recovery Team and other experts to determine the feasibility of re-establishing population of Southern Brown Bandicoots in Frankston City. Image 16) were recently regular residents in Frankston City, however their numbers have been slowly decreasing in recent years and are now considered absent (Wilson, 2013).

In the well-publicised case (Phillips, 2016) of the Peninsula Link Freeway being constructed through The Pines Flora and Fauna Reserve – the Southern Brown Bandicoot's past stronghold in Frankston City – the species has seemingly disappeared from the area, with connectivity between the Cranbourne Botanic Gardens and The Pines also reduced due to development. While a disappointing key finding for the Bandicoot, this provides a good lesson for future conservation programs. With thriving populations nearby in the City of Casey, there is potential to

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bring the species back to Frankston City, if foxes and cats can be controlled (Wilson, 2013; Key Findings 15 and 16; habitat corridors discussed in Section 4.6).

In a more positive example, Powerful Owls (**Box 2**) – which were classified as potential visitors to Frankston City – have recently been recorded in Langwarrin Flora and Fauna Reserve and throughout private properties in the Langwarrin Woodlands. While the species has not been recently recorded breeding in the area, their presence highlights the potential for restoration works to allow them to do so.



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### Powerful Owls in Frankston City?

Powerful Owls (**Image 18**) are an iconic species that are found throughout the eastern coastline of mainland Australia, and are listed as 'threatened' under the FFG Act (DSE, 2009b). They are Australia's largest owl, mainly preying on possums, gliders, and sometimes even flying foxes.



**Image 17.** A Powerful Owl roosting. Photograph taken by Ann McGregor.

Powerful Owls rely on old-growth woodland and forests for breeding, and can cover large distances looking for prey, as recently mapped by Deakin University, where a female was tracked in the Langwarrin Flora and Fauna Reserve and Langwarrin South. The breeding requirements of Powerful Owls highlight the importance of maintaining remnant vegetation, and in particular large old trees with hollows. While improving breeding habitat within Frankston City may be somewhat of a waiting game, as trees develop hollows, it is still possible to continually improve their habitat through the retention of large old trees.

Powerful Owls had limited records in Frankston City in recent years. However, the small number of records is still encouraging, and indicates that Powerful Owls are beginning to once again join the human residents of Frankston City in calling the area home.

### Box 2. Powerful Owls in Frankston City?

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For listed fauna species that were classed as only potential visitors to Frankston City and surrounding LGAs, or species that once occurred and are now considered 'not recently recorded', see **Appendix 2**. It is not surprising that many fauna species have disappeared from Frankston City and the surrounding area given the extensive development of its landscape.

While the reintroduction of many of these species is unrealistic, certain species could return if long-term goals are put in place, and there is no reason that long-term goals cannot be aspirational. Due to the time and cost-prohibitive nature of conservation works, however, it is necessary to prioritise works for such goals, such as in **Figure 48**.

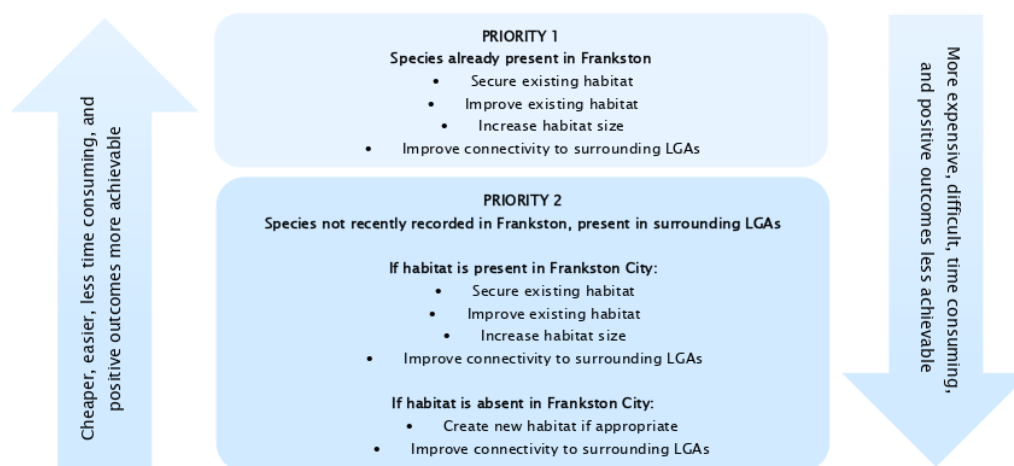


Figure 48. Conceptual diagram of how to prioritise works for the enhancement of listed fauna habitat.

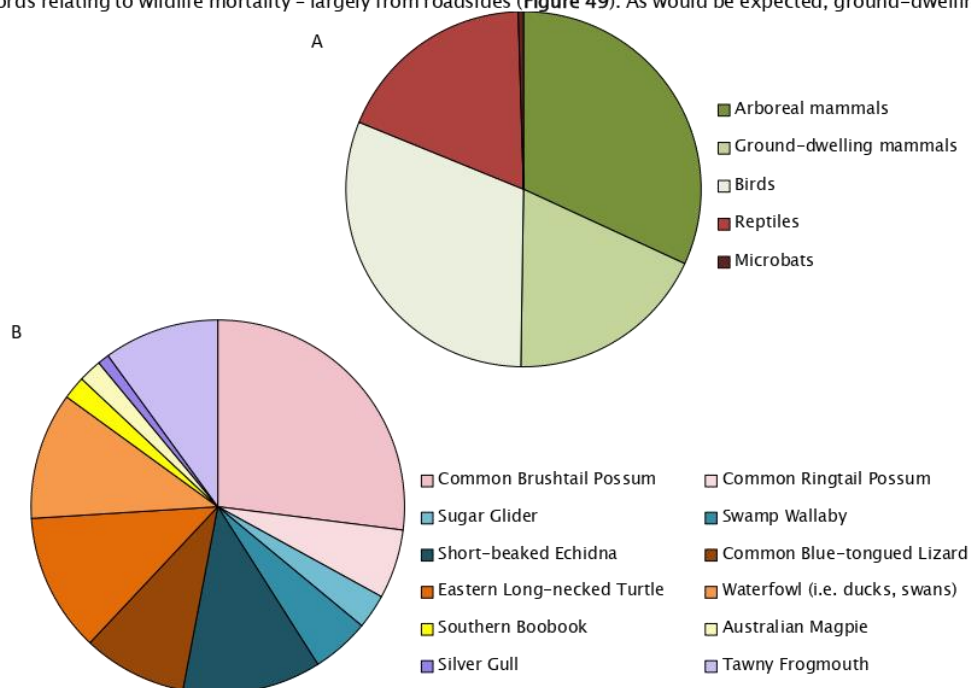
## Frankston Biodiversity Action Plan: Technical Report



**Image 19.**  
Koala in  
Frankston City.  
Photograph  
supplied by  
Frankston City  
Council.

### 4.5.2 Wildlife mortality on roadsides

The *Frankston Fauna Linkages and Crossing Structure Design 2012* study (Practical Ecology, 2012) also collated a number of records relating to wildlife mortality – largely from roadsides (**Figure 49**). As would be expected, ground-dwelling



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and arboreal mammals accounted for a large proportion of casualties. In terms of birds, owl, nightjar and waterfowl species were over-represented in the records, likely due to these animals either hunting ground-dwelling prey – where they come into contact with vehicles – or more frequently making ground movements than other birds. Slower moving reptiles were also often recorded, such as the Blue-tongue Lizard and Eastern Long-necked Turtle.

**Figure 49.** Recorded fauna casualties within Frankston City including A) fauna grouped into five categories and B) species or species groups accounting for 90 per cent of casualty records. Note that data is not comprehensive and was not collected or collated in an unbiased and systematic way. Data is from Practical Ecology (2012).

Several 'hotspots' of high wildlife mortality were identified from the analysis of collated data (Practical Ecology, 2012). An obvious pattern was high wildlife casualty in areas where major roads intersected land, supporting larger areas of higher quality fauna habitat (**Key Finding 17**).

**Key Finding 48:** Use the Frankston Fauna Linkages and Crossing Structure Design' recommendations to create safe passages and structures for fauna movement across roads.

Casualties were highest in the following areas:

- along McClelland Drive, particularly along Langwarrin Flora and Fauna Reserve and adjacent patches of fauna habitat
- along McClelland Drive where it passes between the Pines Flora and Fauna Reserve and habitat supported within Studio Park and quarry sites near Boggy Creek

High casualties were also observed along roads adjacent to higher quality habitat patches, and where habitat corridors intersected roads (**Map 10**). The latter was observed in association with Skye Road and The Peninsula Country Golf Club, and also at points where Boggy Creek intersects with Cranbourne–Frankston Road. A similar hotspot was associated with residential land and associated roads near Golf–Links Road, Robinsons Road, and Frankston Golf Club.

Several discrete hotspots of fauna casualties were also associated with the Nepean Highway and adjacent Frankston–Seaford Foreshore. Other areas included:

- roads adjacent to fauna habitat along Sweetwater Creek
- along Moorooduc Highway adjacent to Baxter Park
- to the east and west of Frankston Flora and Fauna Reserve, where the Mornington Peninsula Freeway dissects wetland fauna habitats
- along Ballarto Road, where agricultural land or remnant vegetation occur at both sides of the road

Within the remnant vegetation in the Langwarrin Woodlands area, higher casualty rates were observed along North Road and Robinsons Road, where they intersected higher quality, more intact remnant vegetation and associated fauna habitats.

### 4.6 Habitat connectivity

A detailed study for the *Frankston Fauna Linkages and Crossing Structure Design* – completed by Practical Ecology (2012) – analysed the connectedness of fauna habitat throughout Frankston City and adjoining landscape, and made various recommendations (**Key Finding 18**). The following subsections provide a summary of the main findings of this study.

**Key Finding 51:** Utilise recommendation in the Frankston Fauna Linkages and Crossing Structure Design' to create targeted actions for improving fauna linkages.

Initially, fauna linkages were identified, which were divided into two groups, each with three sub-groups:



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1. **Patch linkages:** Non-linear areas of habitat forming a discrete patch of fauna habitat (e.g. native vegetation) or visually recognisable collections of smaller patches (e.g. habitat within golf courses). Patch linkages were divided into the three following subgroups:
  - i. **Core areas:** Large patches of native vegetation and/or fauna habitat which are greater than 50 ha
  - ii. **Nodes:** Medium-sized patches of native vegetation 20–50 ha in size
  - iii. **Stepping stones:** More fragmented collections of less than 20 ha patches of native vegetation
2. **Corridor linkages:** Linear areas of existing or potential habitat for fauna that provide structural connectivity between patch linkages (in most cases) or overall permeability of the landscape (in all cases). Corridor linkages were divided into the three following subgroups:
  - i. **Terrestrial corridors:** Linear links of native vegetation generally greater than 1 km long with less than 0.5 km gaps
  - ii. **Riparian corridors:** Linear links along waterways supporting riparian habitat, at least some of which is composed of remnant vegetation
  - iii. **Aquatic corridors:** Waterways (natural or artificial) with little or no riparian habitat and primarily providing aquatic habitats or connectivity for fauna

### 4.6.1 Existing fauna linkages

Overall, 131 fauna linkages were identified in Frankston City (**Map 5**). Of these, 96 were patch linkages and 35 were corridor linkages. Eighteen of the corridor linkages were aquatic or riparian corridors with the remainder (17) being terrestrial corridors. Over half (9) of the existing terrestrial corridors ran along roadsides or railway lines. Stepping stones were the most common patch linkages (47), with most being relatively small.

The results of this study showed that within Frankston City, fauna linkages were fragmented to a high degree, as expected in such an urbanised area. Core areas were largely isolated from one another, pointing to poor structural connectivity among the most important areas of fauna habitat.

The following management recommendations were made for all existing linkages:

- Secure land for conservation purposes wherever practicable
- Protect existing remnant vegetation and canopy cover
- Improve habitat quality through weed control, supplementary plantings (to increase structural complexity of habitat), retaining and fostering the development of hollow-bearing trees, and retaining and/or introducing logs
- Ensure plantings are composed of a mix of flora species, producing a range of food (e.g. nectar, fleshy fruits, seeds, tubers) and habitat (grasses, sedges, shrubs, trees) resources
- Manage and reduce threatening processes (e.g. erosion, rabbits, exotic predators, weed infestations)
- Widen habitat linkages, wherever possible, based on recommended width specifications
- Avoid urban development or further fragmentation of identified existing linkages
- Reduce the number of trails within existing reserves and avoid implementing new ones
- Undertake ecologically sensitive small-scale mosaic burning regimes
- Reduce speed limits and traffic volumes on roads adjacent to existing linkages
- Implement fauna crossing structures at recommended locations

## Frankston Biodiversity Action Plan: Technical Report

- Reduce the impacts of cats and dogs surrounding higher priority linkages, by restricting ownership or implementing and enforcing curfews
- Undertake control of foxes and cats where required

### 4.6.2 Proposed fauna linkages

In addition to analysing the existing fauna linkages within Frankston City, a number of proposed corridor linkages were identified (assessed against conservation significance, feasibility, and opportunity criteria), which are shown on **Map 6**. For these proposed linkages, a number of recommendations were made:

- Secure land that supports remnant vegetation for conservation purposes, and improve habitat quality of existing remnant vegetation within proposed linkages
- Wherever practicable, secure land along the general alignment route of high and very high priority linkages for conservation purposes
- Liaise with adjacent councils and other management authorities to implement corridor linkages and enhance patch linkages
- Pursue the implementation of proposed high and very high priority linkages through the planning scheme and landowner incentive schemes
- Avoid development or further fragmentation of identified existing linkages, particularly further subdivision within 500 m of any high or very high priority linkage
- Investigate whether landholders are interested in having revegetation/rehabilitation of fauna habitat undertaken on their property, through a questionnaire survey (or similar means) of landowners along higher priority corridors and associated patch linkages
- Pursue the revegetation of cleared land and the restoration/rehabilitation of remnant vegetation
- Attempt to secure land or provide incentives to landholders along priority corridor routes, which will eventually achieve continuous habitat
- Implement fauna crossing structures at recommended locations
- Manage and reduce threatening processes (e.g. erosion, rabbits, exotic predators, weed infestations) within linkages and adjacent land
- Reduce the impacts of cat and dogs surrounding higher priority linkages by restricting ownership or implementing and enforcing curfews

### 4.6.3 Highest priority fauna linkages

In addition to the numerous corridors suggested above, two main corridors, each with a subsidiary corridor, were recommended as the highest priorities for implementation (Practical Ecology, 2012), (**Map 7** and **Key Finding 19**):

- **Corridor 1:** The Pines Flora and Fauna Reserve to Royal Botanic Gardens Cranbourne (through Burdett's Quarry)
- **Corridor 2:** The Pines Flora and Fauna Reserve to Langwarrin Flora and Fauna Reserve
- **Subsidiary Corridor 1:** The Pines Flora and Fauna Reserve to Corridor 1 via Studio Park  
**Subsidiary Corridor 2:** Corridor 1 to the Langwarrin Woodlands (defined in Section 3.1 as the area in the south-east of Frankston City with substantial native vegetation on private land)

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In order to establish Corridor 1, extensive collaboration and long-term planning with Casey City Council will be needed (**Key Finding 20**). While this may require significant resources, it should be considered of extreme importance to Casey City Council, especially given the population of Southern Brown Bandicoots in the Royal Botanic Gardens Cranbourne.

While there are large areas of remnant vegetation within the City of Casey – to the north around Churchill National Park and Lysterfield Park, and along the LGA's southern coastline – the Royal Botanic Gardens Cranbourne retains the only large patch of vegetation in the LGA's central area.

Currently, the Royal Botanic Gardens Cranbourne is largely isolated, with the only substantial remnant vegetation nearby occurring in largely fragmented patches to the west in a mosaic of low-density residential and agricultural land (although it is separated by Settlers Run Golf Course, which is largely cleared with some vegetation in the roughs).

While the alignment for Corridor 1 was at the time of the Practical Ecology (2012) study considered the most appropriate, there has since been a large development in the north-west of the City of Casey, reducing the likelihood of creating a corridor of an appropriate size for species such as Southern Brown Bandicoots. Therefore, a corridor through the Settlers Run Golf Course, into the mosaic of bushland to the south-west, and across to The Pines Flora and Fauna Reserve (shown as Corridor 1 (alternative alignment[s]) on **Map 7**) may be a more realistic way to connect the Royal Botanic Gardens Cranbourne to other large remnants. Although this will depend on the long-term vision of Casey City Council, and the original alignment may in fact still be the most feasible (**Key Finding 20**).

**Key Finding 54:** *Utilise the 'Frankston Fauna Linkages and Crossing Structure Design' and this report to establish the feasibility of the two highest priority linkages.*

In addition to the importance for the Royal Botanic Gardens Cranbourne to be connected to other remnants, a connection with Langwarrin Flora and Fauna Reserve (i.e. through Corridor 2) presents perhaps the only opportunity to allow longitudinal movement of ground-dwelling and arboreal fauna from Royal Botanic Gardens Cranbourne. Longitudinal movement towards the poles (i.e. south in Australia), of fauna is predicted across the globe as species will need to follow their climatic niches as temperatures rise (Adams-Hosking et al., 2011)(Beaumont et al., 2016)(Shoo et al., 2006), again highlighting the imminent importance of these fauna linkages.

**Key Finding 57:** *Hold a meeting with Casey City Council to discuss the feasibility of Corridor C1 (including whether the best alignment is feasible) and establish further actions.*

If the establishment of these habitat corridors is not possible, and if cats and foxes can be excluded from The Pines Flora and Fauna Reserve (further discussed in Section 5.2), then translocations of Southern Brown Bandicoots to and from the Royal Botanic Gardens Cranbourne may be the only way to increase their population size in the area and allow gene flow.

The other corridors listed at the top of this section are wholly located within Frankston City and thus are possible to address directly in the *Action Plan* that will be associated with this report. The implementation of these corridors is further addressed in the following section.

### 4.6.4 Maintaining existing habitat connectivity into the future

It is acknowledged here that a certain amount of vegetation clearing is inevitable given the predicted population growth in Frankston City over the coming decades (see Section 5.1). There is, however, no reason that long-term planning cannot be implemented to ensure that such clearing occurs in a way that it has the least possible impact to habitat connectivity throughout the landscape.

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**Image 20.** A large culvert under a freeway, which is a great passage for ground-dwelling fauna. Photograph from Queensland Department of Main Roads (2000).

The most effective way to secure the existing connectivity along high priority fauna linkages – and thus secure the existing vegetation located within them – , is through the creation of a new Schedule to the Environmental Significance Overlay (hereafter referred to as the Habitat Corridor ESO, and shown on **Map 8**).

A Habitat Corridor ESO could act in addition to existing planning controls, such as *Clause 52.17 Native Vegetation* (which largely focuses on the property scale), and would influence the design of developments such that landscape-scale factors in relation to habitat connectivity are considered. These include:

- Vegetation removal should not be allowed where it significantly reduces landscape-level connectivity
- If native vegetation clearing is unavoidable and results in separating the canopies of two or more patches, then fauna ladders should be installed
- New roads should have culverts installed underneath to allow movement of ground-dwelling fauna
- There could be obligations to restore connective habitat if fire risk is not increased under any new Land Management Plans created

Two areas have been recommended for the establishment of the Habitat Corridor ESO:

1. **Essential Areas**, which cover all of the *Proposed Fauna Linkages for Urgent Implementation* including additional areas in the north-east that allow for the establishment of different alignments of Corridor 1
2. **Additional Areas**, which cover all sizeable remnants of native vegetation adjacent to the Essential Areas, as well as maintaining habitat connectivity through the Langwarrin Woodlands and up the eastern boundary of the municipality through a network of linear vegetation (as shown on **Map 9** and discussed in the following paragraph).

Throughout the Langwarrin Woodlands area (as shown on **Map 9**), the consolidation of vegetation data revealed an intricate network of linear vegetation in the form of trees along driveways, fencelines, and roads. It appears that much of this linear vegetation is planted, though some may be small linear remnants of native vegetation. In any case, this linear vegetation provides a vital linkage – especially for arboreal fauna – throughout the landscape. Much of this area was therefore included in the Habitat Corridor ESO.

While the Habitat Corridor ESO would cover substantial areas in the east and south-east of Frankston (**Map 9**), it is considered one of the highest priorities for biodiversity in Frankston City. Additionally, the Habitat Corridor



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ESO would not prohibit development in the area, but rather ensure that developments do not reduce habitat connectivity to a large degree.

The Habitat Corridor ESO could be modelled on Macedon Ranges Shire Council's Schedule 6 to the Vegetation Protection Overlay (VPO6), which requires a permit to remove, destroy or lop any vegetation. The VPO6 does **not** exempt planted vegetation (as it often provides important connective habitat), and applications must:

- Indicate the total extent of native vegetation on the subject land and the extent of proposed clearing, destruction or lopping, the location of any river, stream, watercourse, wetland or channel on the subject land and, if relevant, the location of areas with a slope exceeding 20 per cent
- Specify the purpose of the proposed clearing
- Demonstrate that the need for removal, destruction or lopping of remnant native vegetation has been reduced to the maximum extent that is reasonable and practicable
- Specify proposals for revegetation following disturbance or restoration of an alternate site, including proposed species and ground stabilisation
- If the area of proposed clearing exceeds 0.4 hectares, include a report on the vegetation and habitat significance of the area subject to the application, that satisfies the responsible authority

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### Relationship to Frankston City Council's other environmental policies

Council's *Biodiversity Policy* (Frankston City Council, 2018) states that Council is committed to "[e]nsuring all development proposals, capital works plans and maintenance operations which may impact on habitat connectivity, are critically assessed with reference to the *Frankston Fauna Linkages and Crossing Structure Design Study*, with a view to achieving the best possible outcomes for maintaining and enhancing biolinks", and that "replanting projects will be strategic and include enhancement of key habitat patches and biolinks".

The *Climate Change Impacts and Adaptation Plan* (Frankston City Council, 2011) lists two of the main steps in preparing for the climate emergency as:

- "Improving the quality and connectivity of [Frankston City's] natural ecosystems"
- "Extending bio-linkages within the municipality"

Action 3.0 in the *Climate Change Impacts and Adaptation Plan* – "improve ecosystem resilience by maintaining and enhancing the quality of ecosystems by increasing connectivity between natural areas" – was defined as a high priority with Council's Natural Reserves team, and Parks Victoria was listed as a stakeholder for this action.

The *Urban Forest Action Plan* (Frankston City Council, 2020) highlights the opportunity for Council to "plant indigenous species along streets that connect areas of biodiversity value", and lists one of the five priority areas for tree planting as "streets and open spaces that could be valuable connectors between areas of biodiversity value".

The *Green Wedge Management Plan* (Frankston City Council et al., 2019) states that "opportunities exist for further conservation of existing native vegetation and the enhancement of the [...] network of wildlife corridors", and recommends to "further investigate potential to protect and enhance nature corridors" within all areas of the Green Wedge Zone. It more specifically recommends "further protection and enhancement of Langwarrin to Frankston North corridor, Burdett's Quarry to Studio Park Link, and the Pines Flora and Fauna Reserve to the Royal Botanic Gardens Cranbourne" (as per the *Proposed Fauna Linkages for Urgent Implementation*– 62).

The *Greening Our Future, Environmental Strategy 2014–2024* (Frankston City Council, 2014) states that "the Green Wedge will continue to showcase environmental best practices and provide habitat corridors", and states that the *Biodiversity Action Plan* will "create and protect habitat corridors including installing fauna movement structures across linear barriers such as roads, improving habitat along known corridors, enlisting private property owners and establishing Landcare groups", through the Capital Works budget.

**Summary:** Securing and improving Frankston City's wildlife corridors is strongly supported by all of Council's existing environmental policies, and is perhaps the most important issue for biodiversity in the municipality.

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### 5. Challenges to Frankston City's biodiversity

This section aims to present some of the main biodiversity-related issues identified during the research and consultation phases of this report, which will flow on to targeted actions in the *Action Plan*.

#### 5.1 Non-indigenous plants and bushland management

The same data collated for Section 4.4 was used to analyse non-indigenous plant presence in Frankston City's reserves. The most common non-indigenous plant species (recorded at 15 or more reserves) were:

- Panic Veldt-grass (*Ehrharta erecta* var. *erecta*) – recorded at 30 reserves
- Sweet Pittosporum (*Pittosporum undulatum*) – recorded at 27 reserves
- Sweet Vernal Grass (*Anthoxanthum odoratum*) – recorded at 24
- Boneseed (*Chrysanthemoides monilifera*) – recorded at 23 reserves
- Blackberry (*Rubus fruticosus* spp. agg.) – recorded at 23 reserves
- Large Quaking-grass (*Briza maxima*) – recorded at 22 reserves
- Yorkshire Fog (*Holcus lanatus*) – recorded at 22 reserves
- Sallow Wattle (*Acacia longifolia* subsp. *Longifolia*) – recorded at 20 reserves
- Radiata Pine (*Pinus radiata*) – recorded at 20 reserves
- Cat's Ear (*Hypochaeris radicata*) – recorded at 20 reserves
- English Ivy (*Hedera helix*) – recorded at 19 reserves
- Brown-top Bent (*Agrostis capillaris* s.l.) – recorded at 18 reserves
- Kikuyu (*Cenchrus clandestinus*) – recorded at 16 reserves
- Bluebell Creeper (*Billardiera heterophylla*) – recorded at 15 reserves
- Annual Veldt-grass (*Ehrharta longiflora*) – recorded at 15 reserves
- Annual Meadow-grass (*Poa annua*) – recorded at 15 reserves

While the above species are the most common non-indigenous plants in Frankston City's reserves, the data used for this analysis does not include cover abundance of these species, and thus the above list should be read as the most common species in Frankston City and not necessarily those with the largest impact.

While a number of weeds such as Sweet Pittosporum, Panic Veldt-grass and Blackberry are commonly recorded throughout Frankston City, weed control programs by their nature need to be site-specific and focused on protecting ecological values.

Various large-scale vegetation studies – such as those by Fairbridge et al. (2008), Bedggood et al. (2006), and Cooney (2019) – have documented priority and common weeds across Frankston City, with weed cover, species, and management recommendations varying greatly across sites.

As previously discussed in Section 4, management of native vegetation on public land appears to have been successful in Frankston City. For example, at Seaford Foreshore Reserve, Townson (2014) documented the eradication of 13 weed species in one quadrat, and seven in another by bushland contractors, over only three years of management. Non-indigenous species that persisted over the three years of management were more common and vigorous species such as Panic Veldt-grass, Coast Wattle, and Kikuyu.

The successful management of Seaford Foreshore was also documented in a report by McCaffrey et al. (2010), which showed noticeable increases in native vegetation cover from 1992–2009/2010 (Figure 51). An example of change in indigenous vegetation cover from 1992 to 2009/2010 at Seaford Foreshore.

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). McCaffrey et al. (2010) stated that "significant native vegetation restoration by the Council and community groups (e.g. Friends of Seaford Foreshore), along with open-bottom fencing along primary dunes have led to a large increase in vegetation condition".

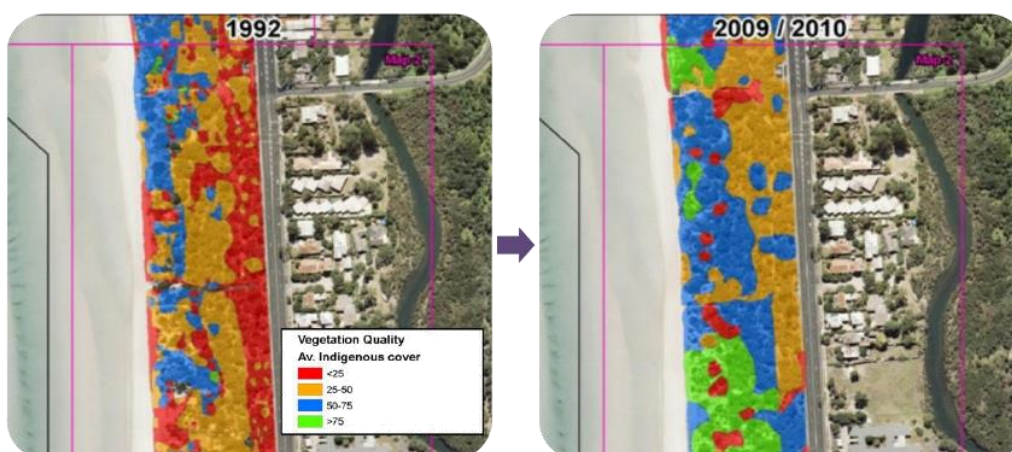


Figure 51. An example of change in indigenous vegetation cover from 1992 to 2009/2010 at Seaford Foreshore.

It became clear in discussions with staff currently managing Frankston City's reserves that they hold a large base of knowledge pertaining to bushland management, evident in the current quality of Frankston's reserves, as discussed above. The main issue raised during consultation (Section 3) was that funding is somewhat restrictive, a reality in conservation works almost always encountered. This was raised during the discussion of the establishment of the *Proposed Fauna Linkages for Urgent Implementation* (Section 4.6), with valid concerns that their establishment could detract funding from existing works (**Key Finding 21**). The establishment of these fauna linkages is, however, considered of extreme importance to Frankston City, and therefore further funding and/or reprioritising works will be essential (**Key Finding 21**).

**Key Finding 60:** Investigate how to fund works for the habitat corridors recommended in Section 2.3.3, without detracting from other bushland.

Another concern raised during a discussion with a local expert (Walker, 2020) with vast experience in the area was the overuse of fire as a management practice in Frankston City. While it is outside the scope of this report to thoroughly analyse this complex issue, it is here highlighted that the most straightforward way to discuss this issue (and other bushland management issues) would be a yearly forum of bushland contractors, friends groups, local experts and Frankston City Council staff (**Key Finding 62**: Establish a yearly forum for bushland contractors, friends groups, local experts and Frankston City Council staff to meet and discuss best practice bushland management).

**Key Finding 62:** Establish a yearly forum for bushland contractors, friends groups, local experts and Frankston City Council staff to meet and discuss best practice bushland management.

**Key Finding 63:** Continue (and expand if possible) the funding of the Frankston Environmental Friends Network. **Key Finding 64:**

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In addition to the knowledge held by bushland contractors, Costermans (2020) indicated that in Frankston City, friends groups who have worked in reserves long-term (for decades in many cases), often act as long-term knowledge keepers who communicate their knowledge about specific sites to Frankston City staff when they arrive in new positions or when new Councillors are elected. For this reason, Council's continuing support of the *Frankston Environmental Friends Network* is considered vital for the retention of knowledge, supporting their various on-ground works (**Key Finding 23**) and ensuring that their work complements that of the various land managers they work with.

**Key Finding 65:** *Continue (and expand if possible) the funding of the Frankston Environmental Friends Network.*

In order to gather, summarise, and interrogate knowledge and practices related to bushland management in Frankston City (of which an extensive enough review is largely outside the scope of this report), it is recommended to create a Frankston City Weed Management Strategy that can cover both private and public properties (**Key Finding 24**).

**Key Finding 68:** *Create a Frankston City Weed Management Strategy for public and private land.*

## 5.2 Pest animals

As throughout the rest of the country, pest animals are present throughout Frankston City (DELWP, 2020), posing one of the most difficult challenges to biodiversity. Frankston City Council (2019a) lists the most significant pest animals as:

- Black Rat (*Rattus rattus*)
- European Rabbit (*Oryctolagus cuniculus*)
- European Red Fox (*Vulpes vulpes*)
- Feral Cat (*Felis catus*)
- Green Shore Crab (*Carcinus maenas*)
- House Mouse (*Mus musculus*)
- Indian Myna (*Acridotheres tristis*) – which have been highlighted as a significant concern by the community
- Mosquitofish (*Gambusia holbrooki*)
- Northern Pacific Seastar (*Asterias amurensis*)

The above species are widespread throughout the surrounding area and while it is extremely important that their numbers are controlled, it is highly unlikely that any can be completely eradicated from Frankston City.

**Key Finding 71:** *Continue to expand pest animal control programs, and create a Frankston City Pest Animals Management Strategy.*

Therefore, continued control of these species in priority areas (e.g. around large areas of native fauna habitat) should be advanced, especially given that the possibility of predator-proof fencing around areas such as The Pines has been considered unfeasible. The importance of feral animal control is demonstrated in the example of Southern Brown Bandicoots, where predation by foxes and cats is considered to have significantly contributed to their decline (Phillips, 2016). A comprehensive plan for pest animal management in Frankston City should be established with input from local naturalists and managers (**Key Finding 25**).

## 5.3 Urban expansion

The most recent demographic data – included in the report *Population and household forecasts, 2011 to 2036* by .id The Population Experts (2016) – projects the population of Frankston City to grow by 23,440 by 2036 (**Figure 53**). Projected population for Frankston City. Data from .id The Population Experts (2016).

**Key Finding 76:** Hold yearly training sessions for statutory planners by an external expert who is experienced in navigating the planning system's bushfire and biodiversity clauses. (**Figure 54**), with the greatest growths in:



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- Carrum Downs (5,894)
- Langwarrin–Langwarrin South (4,071)
- Frankston Central (3,610)
- Seaford (2,883).

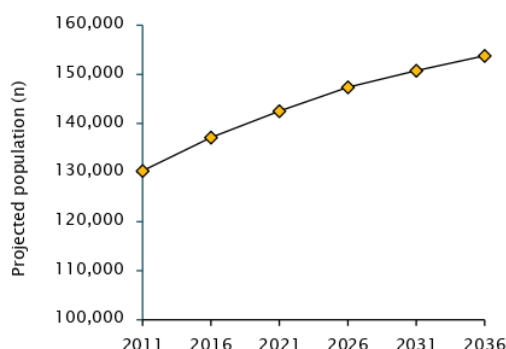


Figure 53. Projected population for Frankston City. Data from .id The Population Experts (2016).

Without strategic planning, it is inevitable that the population growth in the Langwarrin–Langwarrin South area would significantly impact on the Langwarrin Woodlands area (defined in Section 2.1 as the area in the south–east of Frankston City with substantial native vegetation on private land) (**Key Finding 26**). Additionally, the expected 4,000 new residents in the Langwarrin Woodlands area (**Map 9**) will lead to substantial challenges in fire safety due to the amount of bushland in the area, again highlighting the importance of early planning.

**Key Finding 74:** A strategic planning review of the Langwarrin Woodlands should be performed, to plan early for how to allow development in the area without impacting biodiversity to a significant and unacceptable degree.

This planning review should also consider:

- The Habitat Corridor ESO (Section 4.6)
- Increasing the minimum lot size in areas of high biodiversity values (e.g. the Langwarrin Woodlands), and increasing it in areas already developed (e.g. Frankston/Skye). It is noted here that the *Green Wedge Management Plan* already considers many of these issues for land that is within the Green Wedge, which much of this discussed land is.

It is clearly evident from the amount of native vegetation remaining in Frankston City, that statutory planners have been successful in interpreting and implementing the objectives of Clause 52.17 *Native Vegetation* to both avoid and minimise vegetation loss in Frankston City.

**Key Finding 77:** Hold yearly training sessions for statutory planners by an external expert who is experienced in navigating the planning system's bushfire and biodiversity clauses.

Given the issues raised in this report however, and to ensure that future planning is as strategic as possible, further training by a professional from an external organisation, with experience in navigating the planning system from a bushfire and biodiversity perspective, would be beneficial to present other perspectives and strategies to Frankston City Council's statutory planners (**Key Finding 27**).

### 5.4 Biodiversity and bushfire relationship

While the *Frankston Biodiversity Action Plan* and associated *Technical Report* do not aim to document bushfire risk in Frankston City nor recommend associated planning controls for bushfire itself, it is here recognised that biodiversity and bushfire are intrinsically linked in a number of ways, such as:

- Dwelling construction in bushland areas (e.g. the Langwarrin Woodlands) results in clearing large areas of native vegetation for defensible space and CFA access requirements

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- There are large areas of cleared land in Frankston City that could support numerous developments, which are safer from a bushfire perspective, and require less (or no) clearing
- Low-density developments (i.e. housing interspersed with bushland) are both more hazardous from a bushfire perspective, and result in more native vegetation removal than high-density urban developments
- Cultural burning can result in positive key findings both for biodiversity and cultural heritage, although further investigation is needed (**Key Finding 28**). A recent report by the Bunurong Land Council Aboriginal Corporation (2020) states that “[t]raditional owners...have cultural obligations to protect the land. Bunurong people are interested in exploring cultural burning around the Edithvale–Seaford site for example”.

As with urban expansion, early strategic planning of the development of areas within the BMO – especially the Langwarrin Woodlands area (**Map 9**) – is needed to ensure that bushfire and biodiversity issues are considered as early as possible to allow for long-term planning.

**Key Finding 80:** *Consult with the Bunurong Land Council to establish a long-term vision for the potential implementation of cultural burning in Frankston City.*

### 5.5 Biodiversity on private land

As discussed throughout Section 3, biodiversity values on private land are vital to protect where possible. In addition to strategies discussed above, the following would be beneficial (**Key Finding 83**: Create a package of programs (as defined in Section 5.5) to assist in the management of biodiversity values on private land.

**Key Finding 83:** *Create a package of programs (as defined in Section 5.5) to assist in the management of biodiversity values on private land.*

**Key Finding 84:** Resolve long-term planning for quarry sites in order to maintain (and improve) long-term habitat connectivity into the future. **Key Finding 85):**

- The establishment of an incentives program such as:
  - Hume City Council’s Conserving our Rural Environment (CoRE) Grant, which involves an ecologist visiting private properties with substantial biodiversity values, talking with the landowner about their intentions for the site, and then creating a land management plan that guides conservation works, partially paid for by Council (see [hume.vic.gov.au/Your-Council/Grants-and-Awards/Rural-Engagement-Program](https://hume.vic.gov.au/Your-Council/Grants-and-Awards/Rural-Engagement-Program))
  - Mornington Peninsula Shire Council’s Biolinks Support Grant, which provides funding for landowners to create habitat corridors [mornpen.vic.gov.au/Community-Services/Grants-and-Awards/Biolinks-Support-Grant](https://mornpen.vic.gov.au/Community-Services/Grants-and-Awards/Biolinks-Support-Grant)
  - Mornington Peninsula Shire Council’s Conservation Land Rate, which involves a reduction in rates for landowners with large properties who demonstrate they have completed certain conservation-related works (see [mornpen.vic.gov.au/Your-Property/Rates-Valuations/Rates-rebates-concessions-and-applications/Conservation-Land-Rate](https://mornpen.vic.gov.au/Your-Property/Rates-Valuations/Rates-rebates-concessions-and-applications/Conservation-Land-Rate))
- A rural version of the Gardens for Wildlife Program that considers improving factors such as habitat connectivity, bushfire, and endangered species habitat
- Establishing cat curfews in buffer zones around all EVC patches identified in **Map 4**

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### 5.5.1 Quarry sites

As highlighted in Section 4.6.3, one of the most important fauna linkages in Frankston City runs through quarry land, which also contains substantial areas of vegetation (with large areas being cleared recently as shown in Figure 33). Burdett's Quarry and other quarry sites are considered some of the most important areas of private land to resolve for biodiversity purposes.

The *Frankston Green Wedge Management Plan* (Frankston City Council et al., 2019) highlights the need to "[m]anage the operation, rehabilitation and future employment opportunities associated with quarry and landfill activities ensuring that conflict with surrounding uses does not occur". The *Plan* also highlights that at Burdett's Quarry, the "sand resource would likely be extinguished in 3–5 years. The long-term aspiration is for the site to transition to an industrial use once extraction activities cease and remediation occurs".

**Key Finding 86:** *Resolve long-term planning for quarry sites in order to maintain (and improve) long-term habitat connectivity into the future.*

If the site is transformed into an industrial area, it would be essential for landscape connectivity to plan early to address the fauna linkage recommendations set out in Section 4.6.3 (**Key Finding 30**).

### 5.6 Community education

Whilst the focus of the *Action Plan* is on undertaking targeted achievable management actions that will have a direct impact on biodiversity, we acknowledge that focused community engagement or educational activities will be required in the longer-term, though this is somewhat beyond the scope of this report. The information provided below is an example of potential community educational/engagement activities that could be undertaken in the longer term:

- General educational material (parkland maps, flora and fauna posters, specific information for adjoining residents, weed education program etc.)
- Investigate a variety of other education strategies such as open days, competitions, and school programs
- Investigate neighbouring councils' programs and incorporate where appropriate. Share resources and knowledge and operate regionally where applicable
- Create a [biodiversity@frankstoncity.vic.gov.au](mailto:biodiversity@frankstoncity.vic.gov.au) email address, for residents to address biodiversity identification and management issues
- Create a Frankston City Biodiversity 'welcome pack' for new residents
- Create stronger programs with schools to educate on improvements of schools grounds, especially those next to existing bushland

A number of specific concerns and ideas were raised during the community consultation phase that could be addressed through community education (**Key Finding 31**), which were:

- A lack of community knowledge around how indigenous and native ecosystems function, and some lack of respect for reserves
- An increased human recreation usage of green spaces and parks due to COVID-19 leading to disruption to wildlife and degradation of habitat through things like bike jumps, goat tracks and litter
- Increased use of lighting, both residential and at sport facilities, having a detrimental impact on biodiversity
- An increased use of artificial turf and manufactured play surfaces reducing benefits to biodiversity

**Key Finding 89:** *Create a package of educational materials for the concerns set out in this section of the Technical Report.*



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- The potential to encourage community members of all ages to get involved with local reserves or parks such as through scouts and guides, rotary clubs, and Landcare networks
- The need for enhanced maintenance and promotion of natural assets, to increase tourism and enhance Frankston's coastal image as a desirable destination
- The potential to increase indigenous planting on nature strips, encouraged through events such as street contests
- The possibility to work with real estate agents and new residents to give home owners an environmental information package with information on the surrounding environment and how to care for it. This could include resources on Gardens for Wildlife, Friends and other environmental groups, environmental weeds, and reserves
- Following up planting days with a 'wow, look at it now' type activity
- Developing a centralised hub in Frankston for environmental information and queries
- Education on the removal of environmental weeds from private property and encouraging indigenous species, especially adjoining to nature reserves
- Community education and engagement with biodiversity and appropriate fuel management
- A dedicated Community Fireguard within Council to hold community and individual sessions with high risk landowners such as in Langwarrin Woodlands
- Partnerships with educational institutions and community groups similar to Green Army, as well as further citizen science programs
- QR codes in reserves and parks, with links to information on animals and plants
- The potential to collaborate with mental health providers and Frankston Hospital

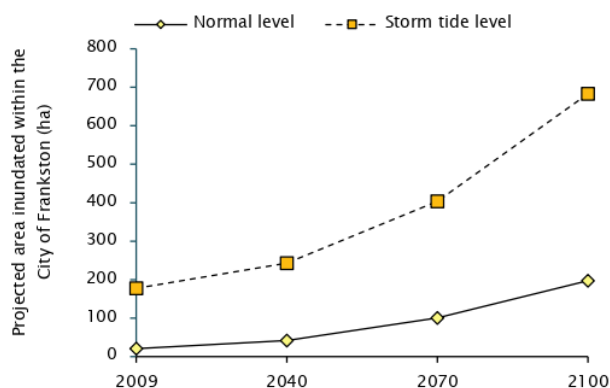
### 5.7 The Climate Emergency

Frankston City Council declared a Climate Emergency on 18 November 2019. The public's high level of concern about the climate emergency was one the clearest results of the consultation phase of this *Technical Report* (Section 11).

Models of coastal inundation created by DELWP (2014) predict sea levels to rise by 20, 47 and 82 cm by 2040, 2070 and 2100 respectively (**Figure 34**). Additionally, storm tides (with added wind forcing) are predicted by the same models to increase by 6, 13, and 19 per cent by 2040, 2070 and 2100 respectively (**Figure 34**).

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It is important to note that these models are based on the current topography of Victoria, and mitigation measures such as sea walls have the potential to alleviate some of this sea level rise (**Key Finding 32**).



**Figure 56.** Areas of Frankston City projected to be inundated in normal sea levels and during storm tides from 2009 to 2040, 2070 and 2100. Inundation modelling is from DELWP (2014).

**Key Finding 92:** Sea level rise presents a major risk to Frankston City as a whole, and detailed planning will be required to address this challenge.

Currently, approximately 20 ha of Frankston City is mapped as being inundated, which is inclusive of wetlands, streams, creeks, and coastal inlets (**Figure 56**). Areas of Frankston City projected to be inundated in normal sea levels and during storm tides from 2009 to 2040, 2070 and 2100. Inundation modelling is from DELWP (2014).

**Key Finding 94:** A number of EVCs are projected to be especially impacted by sea level rise, and strategies for addressing these impacts will be crucial. (**Figure 57**). Looking into the future, this is projected to increase to 42, 101, and 197 ha by 2040, 2070, and 2100 respectively, if no mitigation measures are put in place (**Figure 56**). Areas of Frankston City projected to be inundated in normal sea levels and during storm tides from 2009 to 2040, 2070 and 2100. Inundation modelling is from DELWP (2014).

**Key Finding 94:** A number of EVCs are projected to be especially impacted by sea level rise, and strategies for addressing these impacts will be crucial. (**Figure 57**).

Storm tides (with added wind forcing) are modelled as potentially inundating approximately 177 ha within Frankston City as of 2009 (**Figure 56**). Areas of Frankston City projected to be inundated in normal sea levels and during storm tides from 2009 to 2040, 2070 and 2100. Inundation modelling is from DELWP (2014).

**Key Finding 94:** A number of EVCs are projected to be especially impacted by sea level rise, and strategies for addressing these impacts will be crucial. (**Figure 57**). These storm tides are projected to increase to potentially inundate 243, 404, and 683 ha by 2040, 2070, and 2100 respectively, if no mitigation measures are put in place (**Figure 56**). Areas of Frankston City projected to be inundated in normal sea levels and during storm tides from 2009 to 2040, 2070 and 2100. Inundation modelling is from DELWP (2014).

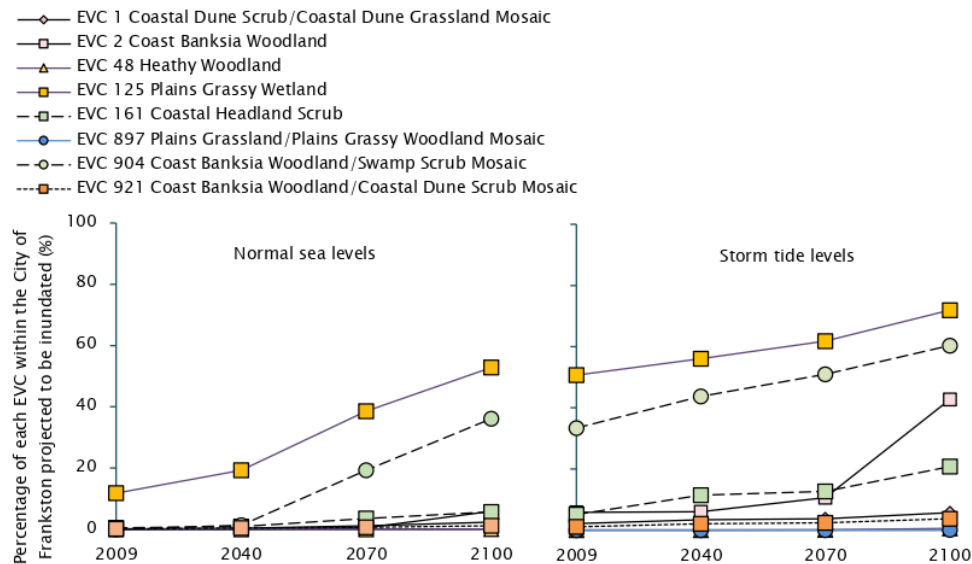
**Key Finding 94:** A number of EVCs are projected to be especially impacted by sea level rise, and strategies for addressing these impacts will be crucial. (**Figure 57**).

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While sea level rise will have widespread effects on Frankston City as a whole, there are potentially significant impacts on specific EVCs. A number of EVCs that occur in coastal and riparian areas are most at risk of inundation (Figure 58 and Key Finding 33).

**Key Finding 95:** A number of EVCs are projected to be especially impacted by sea level rise, and strategies for addressing these impacts will be crucial.

The EVCs with the greatest risk of inundation are Plains Grassy Wetland and the Coast Banksia Woodland/Swamp Scrub Mosaic, with the area inundated projected to increase from 12 to 53 per cent and 0 to 36 per cent respectively (Figure 58). Additionally, storm tides are projected to temporarily inundate a number of other EVCs, surprisingly even the inland Plains Grassland/Plains Grassy Woodland mosaic



(Figure 58).

**Figure 58.** Percentage of EVCs in Frankston City projected to be inundated in normal sea levels and during storm tides from 2009 to 2040, 2070 and 2100. Please note that EVCs not in the figure are not projected to be inundated by any amount by 2100. Inundation modelling is from DELWP (2014).

Vegetation and associated soils are well known as a store of organic carbon, with its removal and disturbance being a substantial contributor to CO<sub>2</sub> emissions worldwide (Martínez-Mena et al., 2002). While sequestering organic carbon through revegetation (and the retention of remnant revegetation) should not be seen as a sufficient remediation measure for burning inorganic carbon (i.e. fossil fuels), it is still an important process with many obvious benefits to biodiversity. The *Towards Zero Emissions Plan 2019-2023* (Frankston City Council, 2019b) states that "[w]hilst Council is committed to implementing...initiatives as outlined [in the plan], there will remain some unavoidable (residual) greenhouse gas emissions that need to be accounted for", and that "carbon sequestration through reforestation" is an appropriate trade-off.

**Key Finding 98:** Investigate the possibility of establishing carbon offsets in Frankston City.

By following procedures set out in the *National Carbon Offset Standard* (Commonwealth of Australia 2017), it may be possible to use remnant vegetation in the municipality as carbon offsets (with the added benefit of retaining such vegetation), as well as revegetation for habitat corridors (Key Finding 34).

## Frankston Biodiversity Action Plan: Technical Report

### 6. Summary of Key Findings

This section summaries the various Key Findings identified throughout this *Technical Report*, which will be addressed in the associated *Action Plain*. Overall, four main themes emerged from the *Technical Report* (Figure 59),

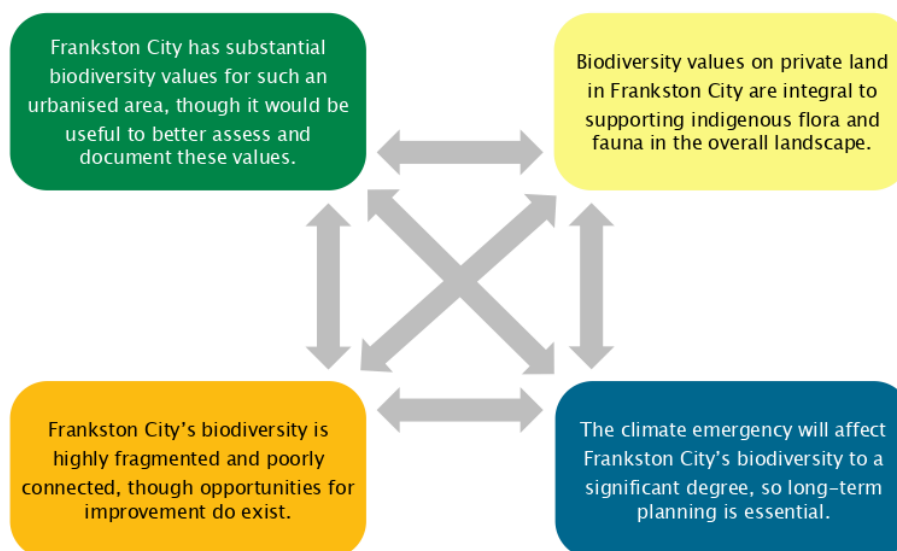


Figure 59. The four main themes identified in the *Technical Report*.

<b>Key Finding 1.</b> It was not possible to engage the Bunurong Land Council in the preparation of this Technical Report, however it is crucial to do so, and will be performed when preparing the Action Plan. ....	13
<b>Key Finding 2:</b> Parts of the EVC mapping used in this report need to be ground-truthed to get an even more accurate representation of EVC distribution within Frankston City.....	32
<b>Key Finding 3.</b> Investigate options for protecting and securing areas of Wet Heathland, Lowland Forest, Plains Grassy Woodland, Plains Grassy Wetland, Valley Heathy Forest, and Swampy Woodland (if found to be present following ground-truthing).....	39
<b>Key Finding 4:</b> Different EVCs are degraded to different degrees, requiring a tailored and priority-based approach to management. ....	40
<b>Key Finding 5:</b> EVCs on private land are more degraded than those on public land, and strategies to improve management on private land should be investigated.....	41
<b>Key Finding 6:</b> The diversity of flora species at many natural reserves is not documented due to a lack of detailed surveys.....	45
<b>Key Finding 7:</b> Structural diversity of the vegetation at many of Frankston City's natural reserves could be improved through the reinstatement of understorey species. ....	45

## Frankston Biodiversity Action Plan: Technical Report

<b>Key Finding 8:</b> There is substantial flora diversity on private land, which should be documented, managed and protected. ....	46
<b>Key Finding 9:</b> Listed flora records in Frankston City are outdated and geographically inaccurate, requiring targeted surveys, and discussions with local botanists before any management actions can be defined. ....	48
<b>Key Finding 10:</b> Investigate the reintroduction of listed flora species from surrounding LGAs to Frankston City (where suitable habitat is present) to increase their populations in the landscape. ....	48
<b>Key Finding 11:</b> Reserves (and other publicly-managed land) with sizeable fauna habitat should be surveyed regularly (especially reserves that have never been surveyed) within a long-term monitoring framework, in order to better understand how various fauna species utilise them. ....	49
<b>Key Finding 12:</b> Perform comprehensive surveys of fish, crustaceans and invertebrates throughout Frankston City (including on private land and in Boggy Creek). ....	50
<b>Key Finding 13:</b> Establish a mechanism (such as a permit condition) to ensure that surveys undertaken in Frankston City are entered into the Victorian Biodiversity Atlas to centralise all data and allow ease of analysis. ....	52
<b>Key Finding 14:</b> Consider creating criteria to prioritise restoration and/or maintenance works in listed fauna habitats. ....	54
<b>Key Finding 15:</b> Consult with the Southern Brown Bandicoot Recovery Team and other experts to determine the feasibility of re-establishing population of Southern Brown Bandicoots in Frankston City. ....	55
<b>Key Finding 16:</b> After consulting with experts, and feasibility analyses, integrate reintroductions of Southern Brown Bandicoot, Glossy Grass Skink, White-footed Dunnart, and other appropriate species into a 'Frankston Fauna Linkage and Reintroduction Strategy' ....	55
<b>Key Finding 17:</b> Use the 'Frankston Fauna Linkages and Crossing Structure Design' recommendations to create safe passages and structures for fauna movement across roads. ....	60
<b>Key Finding 18:</b> Utilise recommendation in the 'Frankston Fauna Linkages and Crossing Structure Design' to create targeted actions for improving fauna linkages. ....	60
<b>Key Finding 19:</b> Utilise the 'Frankston Fauna Linkages and Crossing Structure Design' and this report to establish the feasibility of the two highest priority linkages. ....	63
<b>Key Finding 20:</b> Hold a meeting with Casey City Council to discuss the feasibility of Corridor C1 (including whether the best alignment is feasible) and establish further actions. ....	63
<b>Key Finding 21:</b> Investigate how to fund works for the habitat corridors recommended in Section 2.3.3, without detracting from other bushland. ....	68
<b>Key Finding 22:</b> Establish a yearly forum for bushland contractors, friends groups, local experts and Frankston City Council staff to meet and discuss best practice bushland management. ....	68
<b>Key Finding 23:</b> Continue (and expand if possible) the funding of the Frankston Environmental Friends Network. ....	69
<b>Key Finding 24:</b> Create a Frankston City Weed Management Strategy for public and private land. ....	69
<b>Key Finding 25:</b> Continue to expand pest animal control programs, and create a Frankston City Pest Animals Management Strategy. ....	69

## Frankston Biodiversity Action Plan: Technical Report

<b>Key Finding 26:</b> A strategic planning review of the Langwarrin Woodlands should be performed, to plan early for how to allow development in the area without impacting biodiversity to a significant and unacceptable degree. ....	70
<b>Key Finding 27:</b> Hold yearly training sessions for statutory planners by an external expert who is experienced in navigating the planning system's bushfire and biodiversity clauses. ....	70
<b>Key Finding 28:</b> Consult with the Bunurong Land Council to establish a long-term vision for the potential implementation of cultural burning in Frankston City. ....	71
<b>Key Finding 29:</b> Create a package of programs (as defined in Section 5.5) to assist in the management of biodiversity values on private land. ....	71
<b>Key Finding 30:</b> Resolve long-term planning for quarry sites in order to maintain (and improve) long-term habitat connectivity into the future. ....	72
<b>Key Finding 31:</b> Create a package of educational materials for the concerns set out in this section of the Technical Report. ....	72
<b>Key Finding 32:</b> Sea level rise presents a major risk to Frankston City as a whole, and detailed planning will be required to address this challenge.....	74
<b>Key Finding 33:</b> A number of EVCs are projected to be especially impacted by sea level rise, and strategies for addressing these impacts will be crucial.....	75
<b>Key Finding 34:</b> Investigate the possibility of establishing carbon offsets in Frankston City.....	75



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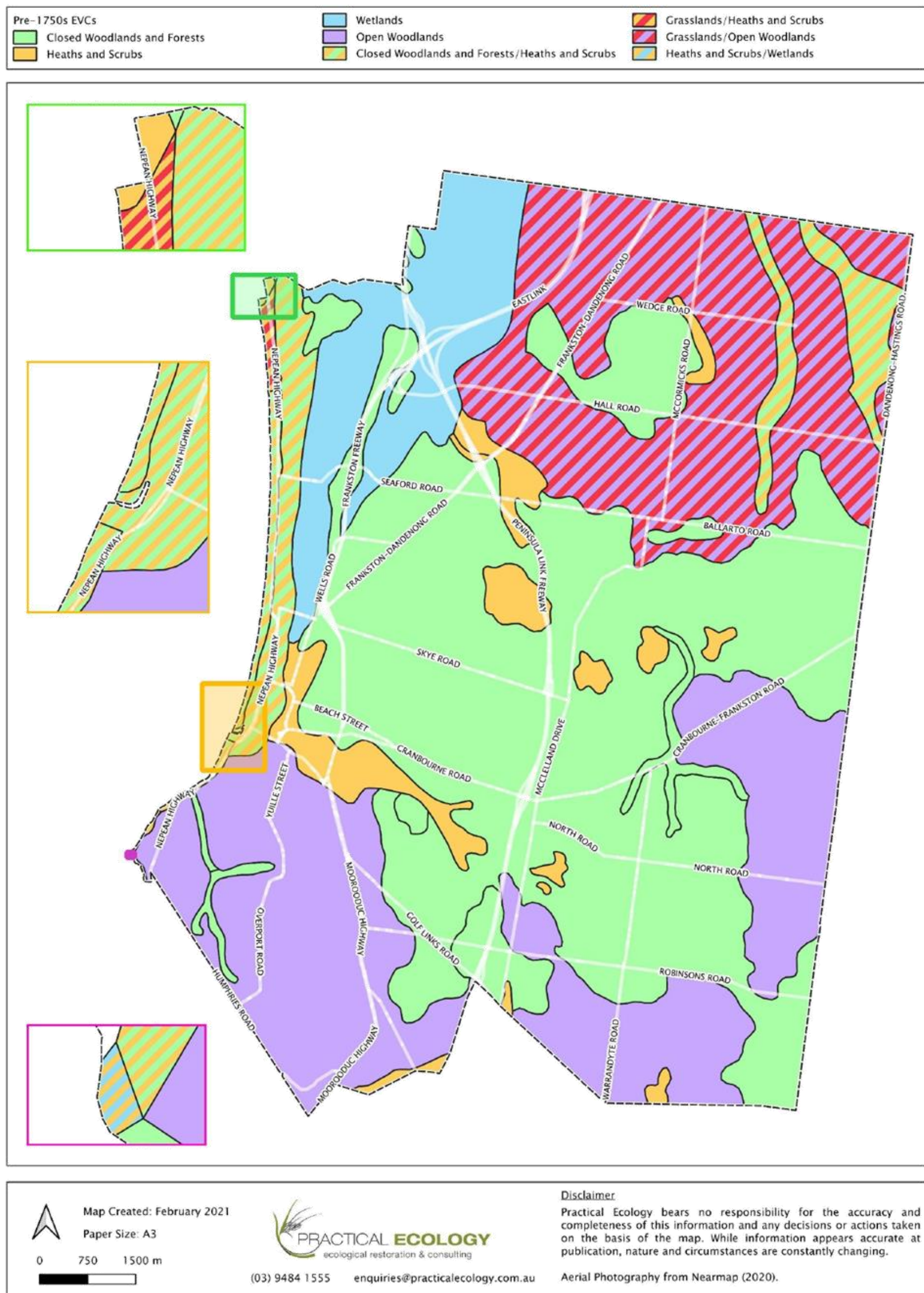
### 8. Maps

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## Frankston Biodiversity Action Plan: Technical Report

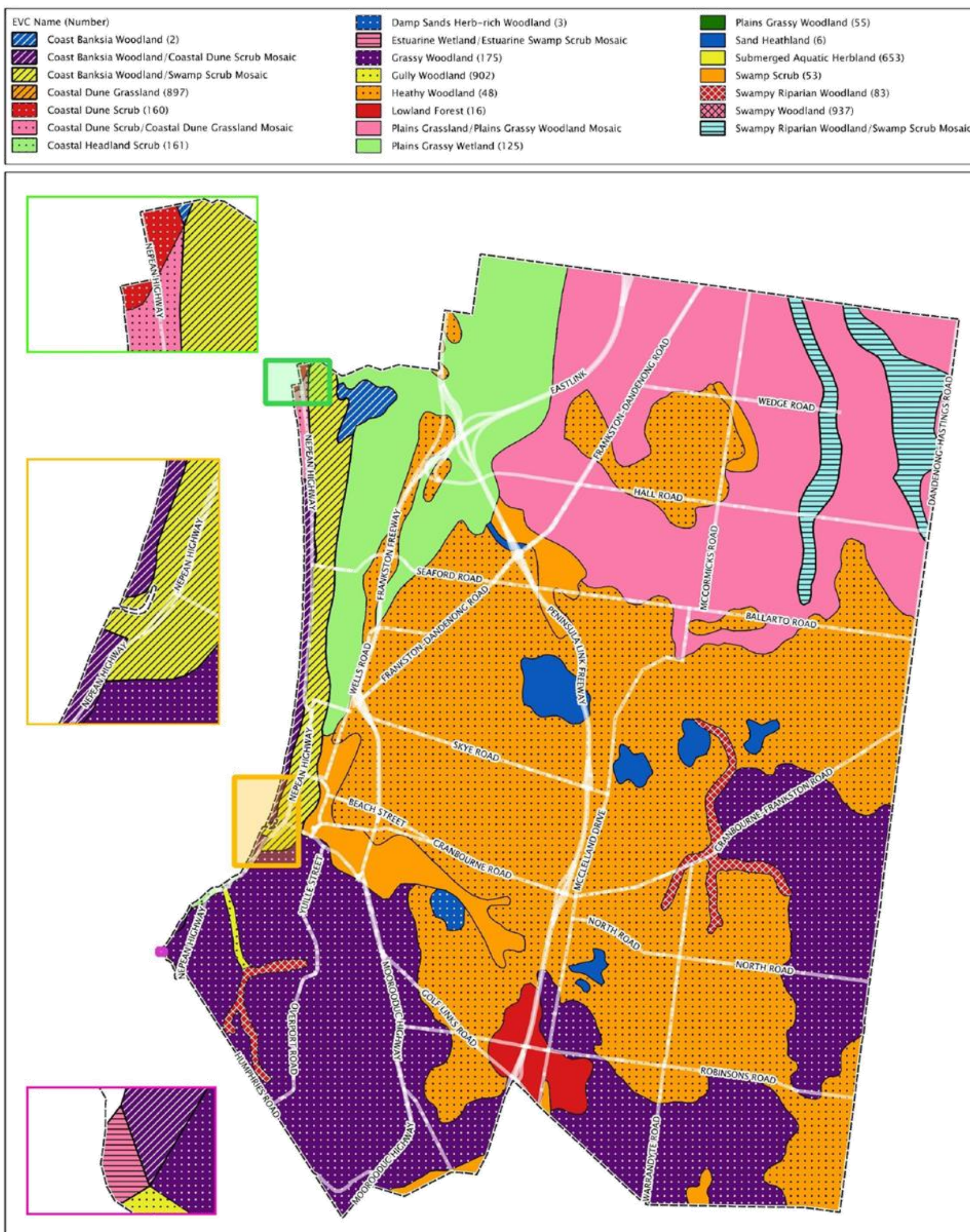
Map 1. Pre-colonisation habitats in Frankston City.





## Frankston Biodiversity Action Plan: Technical Report

Map 2. Pre-colonisation Ecological Vegetation Classes (EVCs) in Frankston City.



Map Created: February 2021

Paper Size: A3

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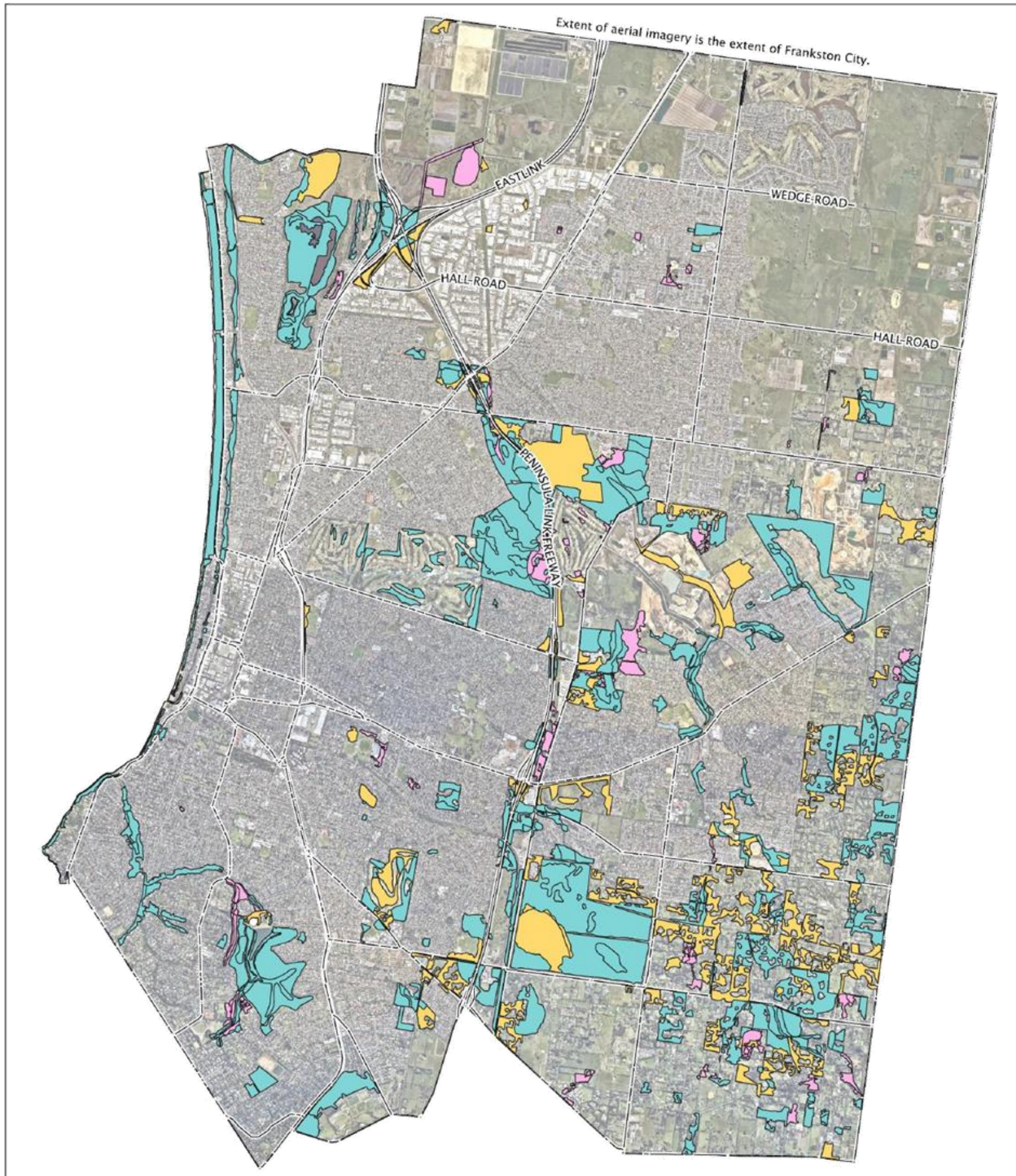
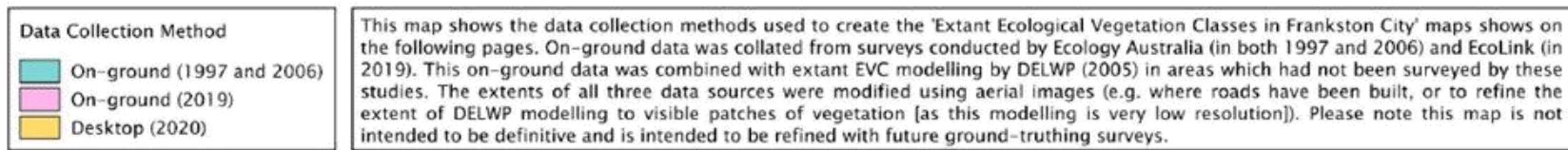
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Map 3. Data sources for EVC mapping.



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Map 4. Extant EVCs.



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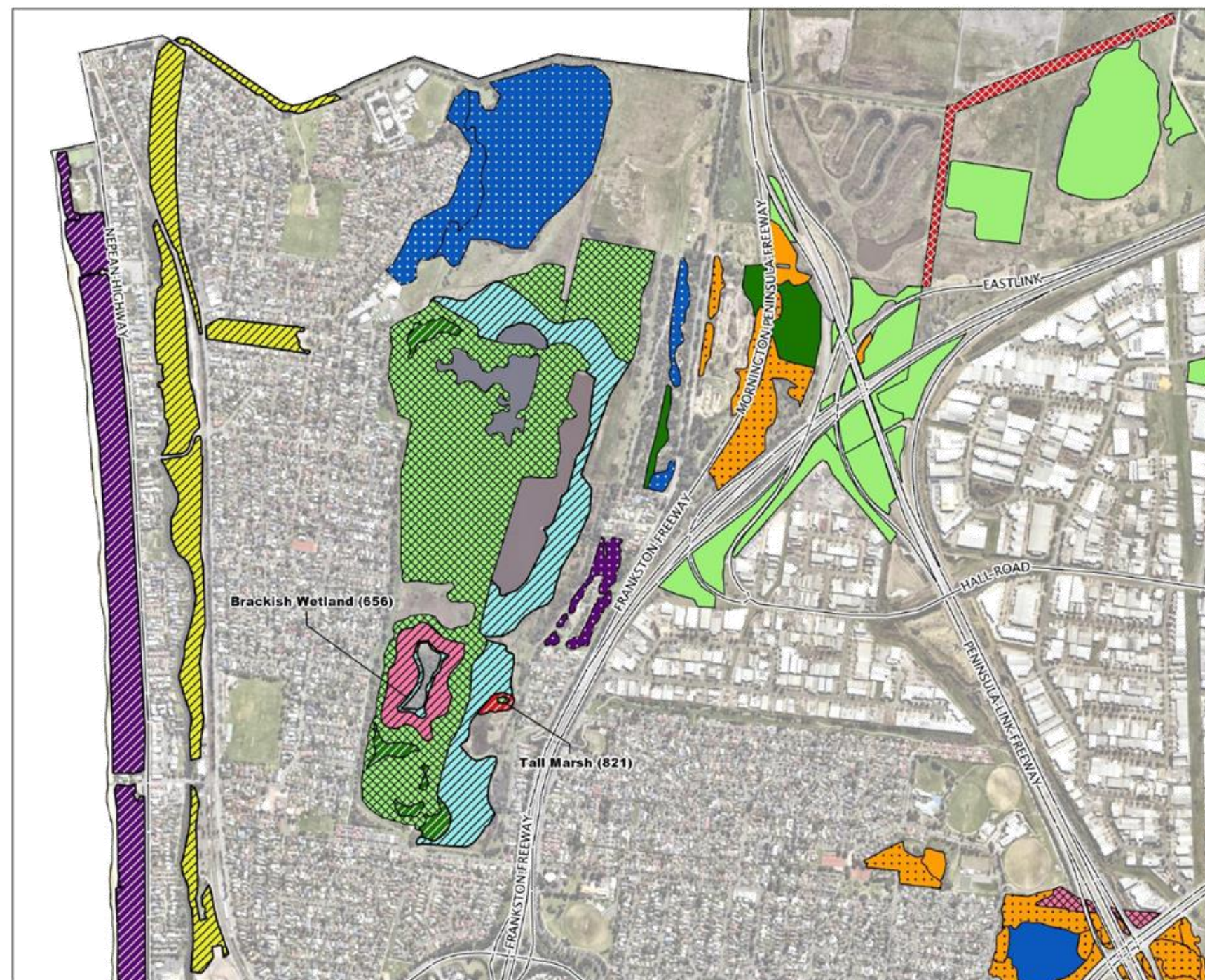
## Frankston Biodiversity Action Plan: Technical Report

### Extant Ecological Vegetation Classes in Frankston City

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#### Ecological Vegetation Class (Name [Number])

-  Aquatic Herbland (653)
-  Aquatic Saline Meadow (842)
-  Aquatic Sedgeland (308)
-  Brackish Aquatic Herbland (537)
-  Brackish Wetland (656)
-  Coast Banksia Woodland (2)
-  Coast Banksia Woodland/Coastal Dune Scrub Mosaic
-  Coast Banksia Woodland/Swamp Scrub Mosaic
-  Coastal Dune Grassland (897)
-  Coastal Dune Scrub (160)
-  Coastal Dune Scrub/Coastal Dune Grassland Mosaic
-  Coastal Headland Scrub (161)
-  Damp Heathland (710)
-  Damp Heathy Woodland (793)
-  Damp Sands Herb-rich Woodland (3)
-  Grassy Woodland (175)
-  Gully Woodland (902)
-  Heathy Woodland (48)
-  Lowland Forest (16)
-  Plains Grassland/Plains Grassy Woodland Mosaic
-  Plains Grassy Wetland (125)
-  Plains Grassy Woodland (55)
-  Riparian Scrub (191)
-  Sand Sand Heathland (6)
-  Shrubby Gully Forest (938)
-  Submerged Aquatic Herbland (653)
-  Swamp Scrub (53)
-  Swampy Riparian Woodland (83)
-  Swampy Woodland (937)
-  Tall Marsh (821)
-  Valley Heathy Forest (127)
-  Wet Heathland (8)



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Paper Size: A3

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## Frankston Biodiversity Action Plan: Technical Report

### Extant Ecological Vegetation Classes in Frankston City

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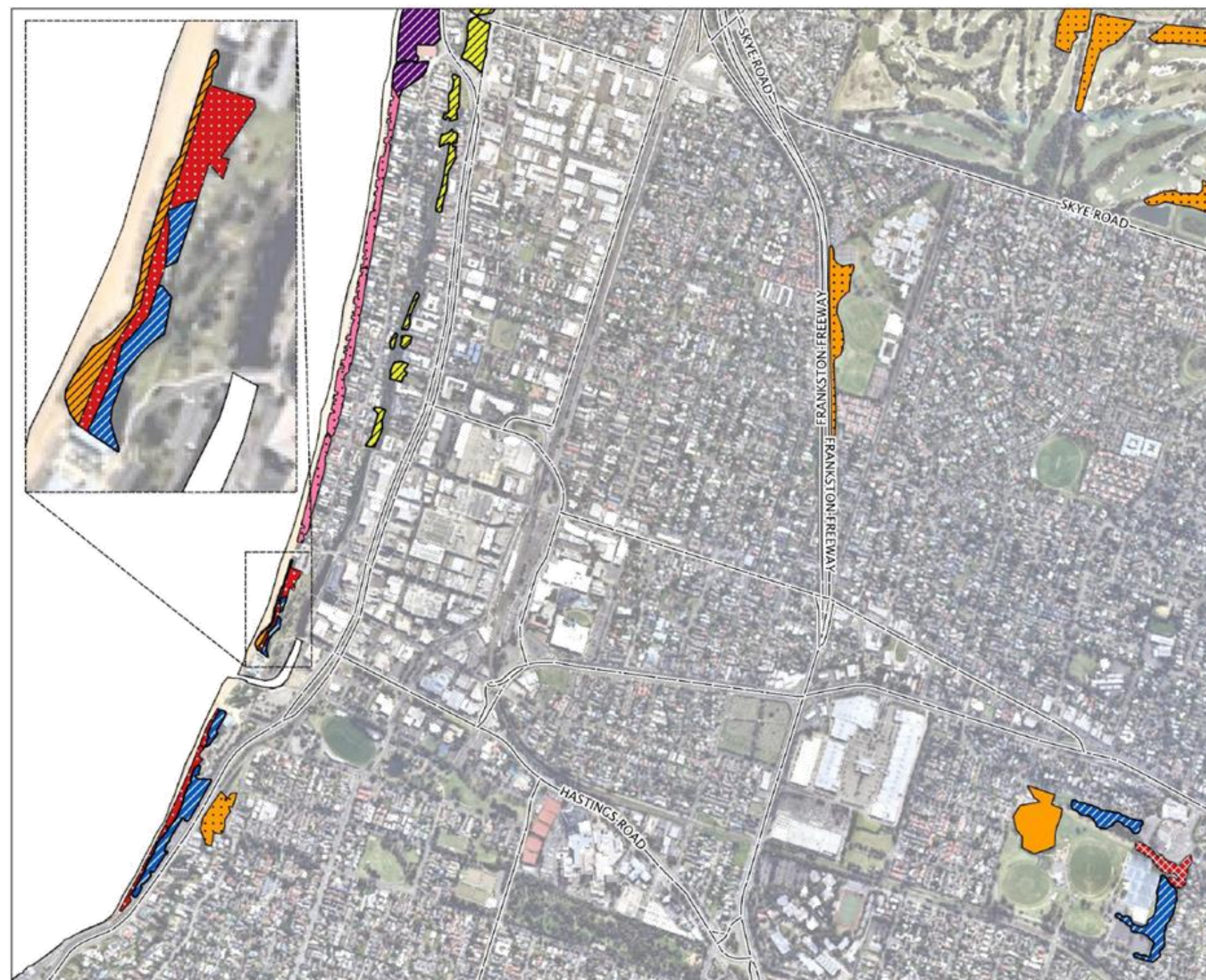
## Frankston Biodiversity Action Plan: Technical Report

### Extant Ecological Vegetation Classes in Frankston City

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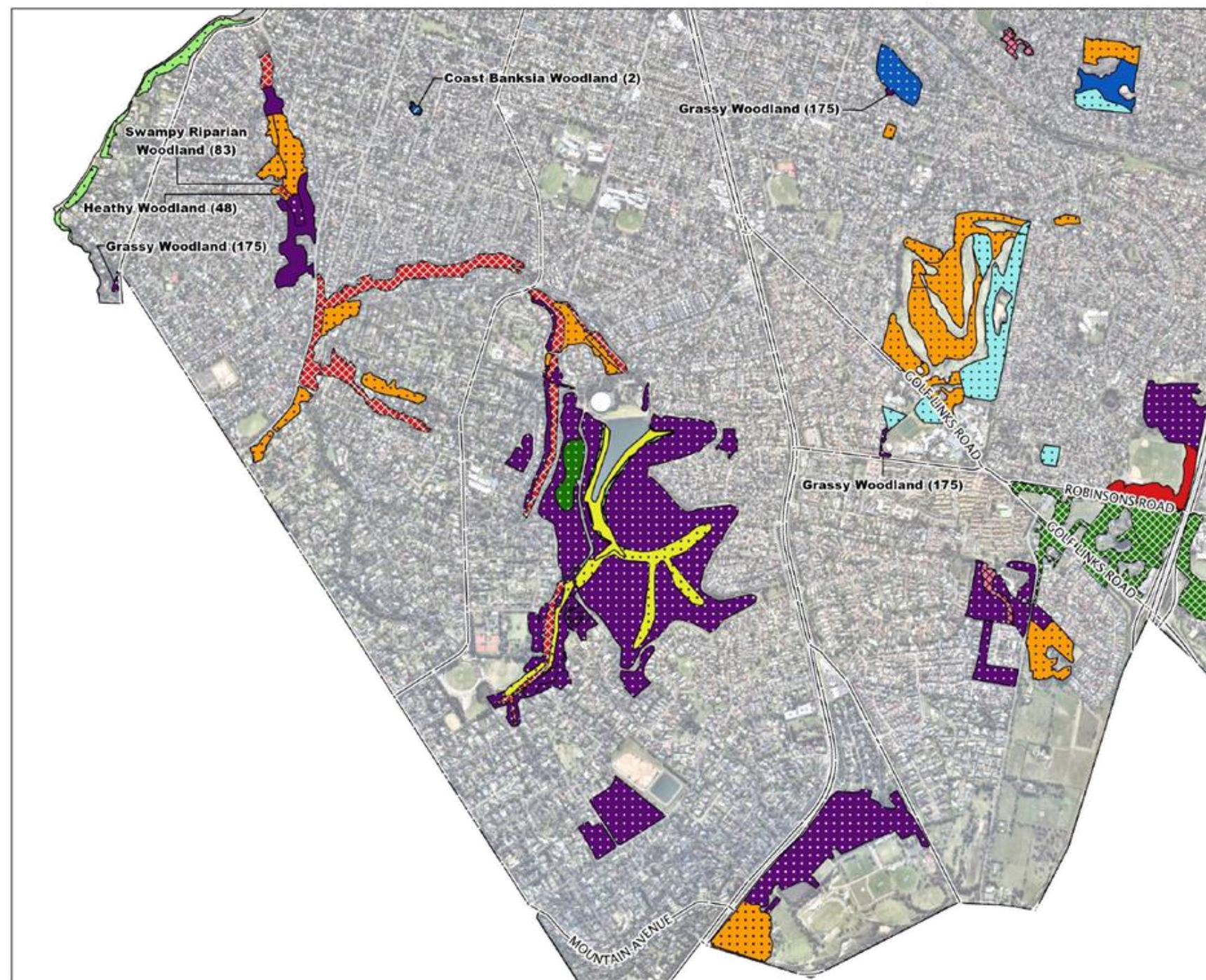
## Frankston Biodiversity Action Plan: Technical Report

### Extant Ecological Vegetation Classes in Frankston City

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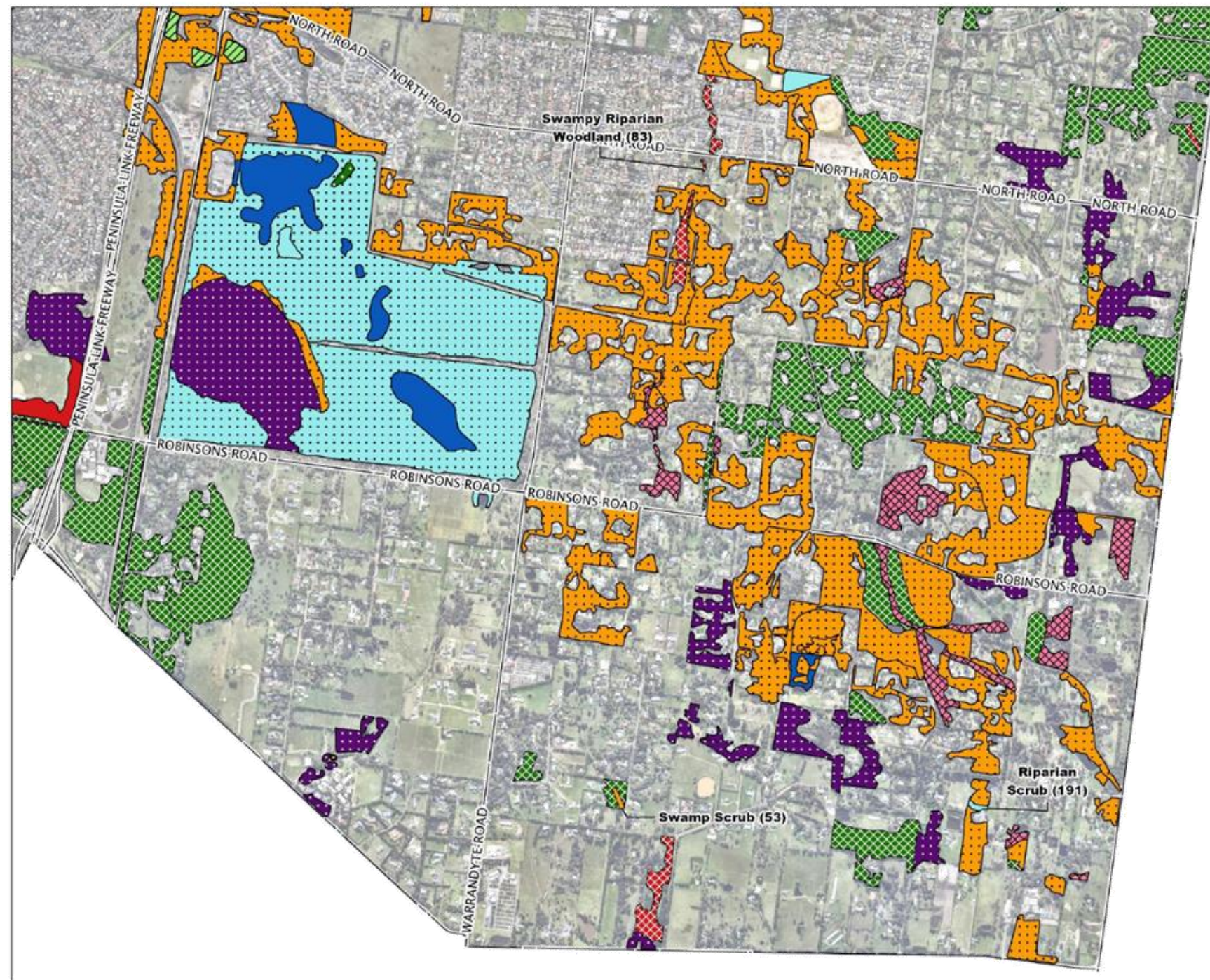
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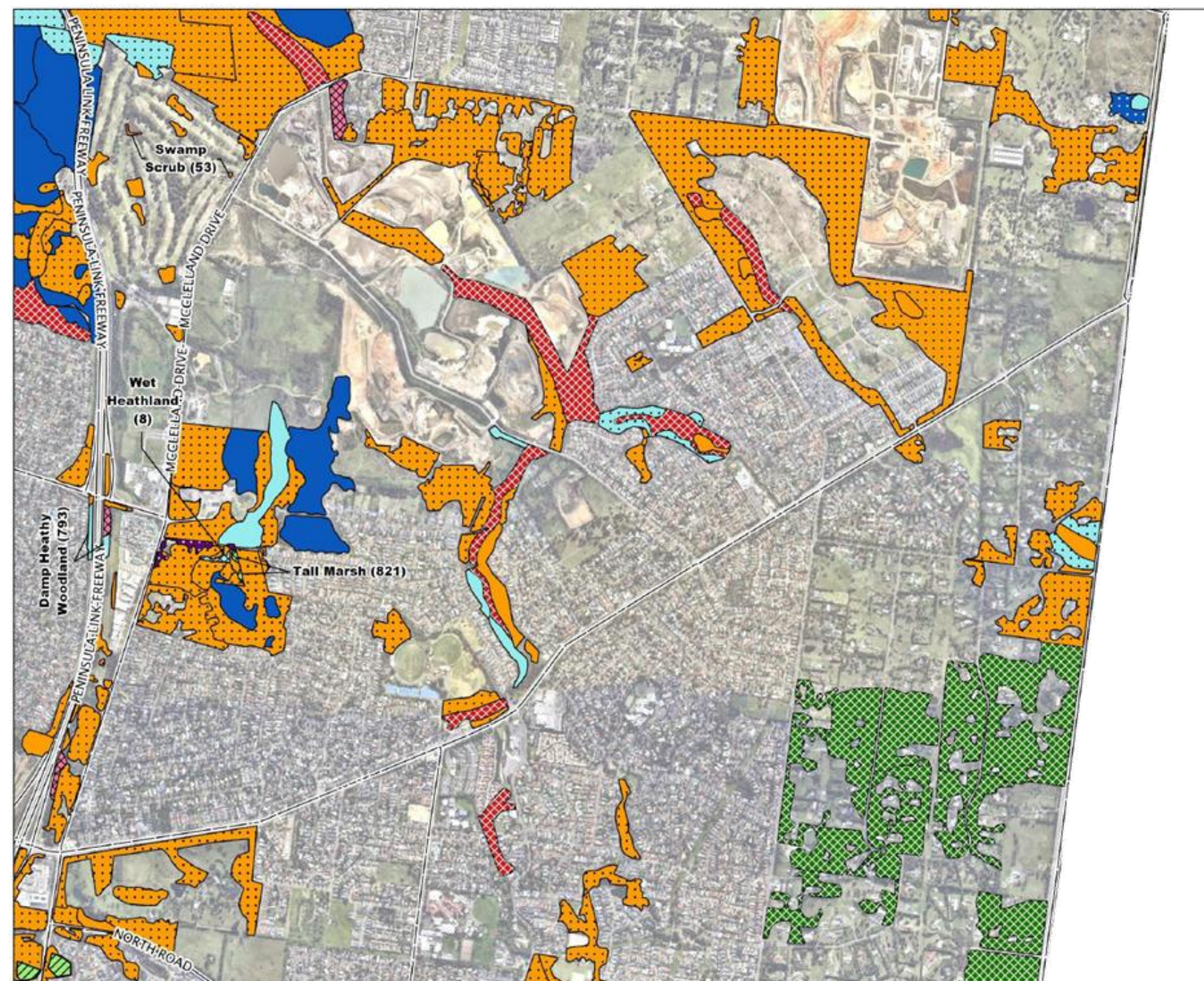
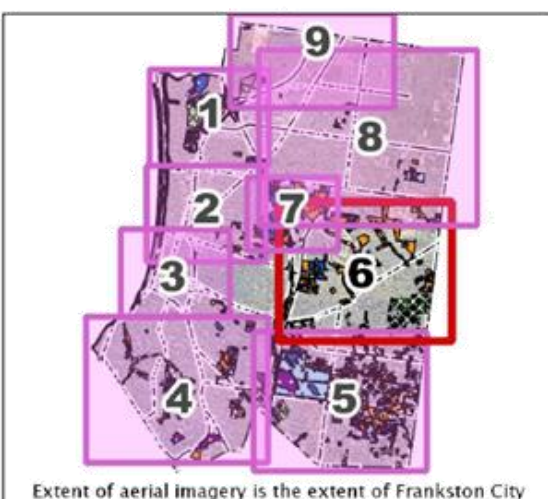
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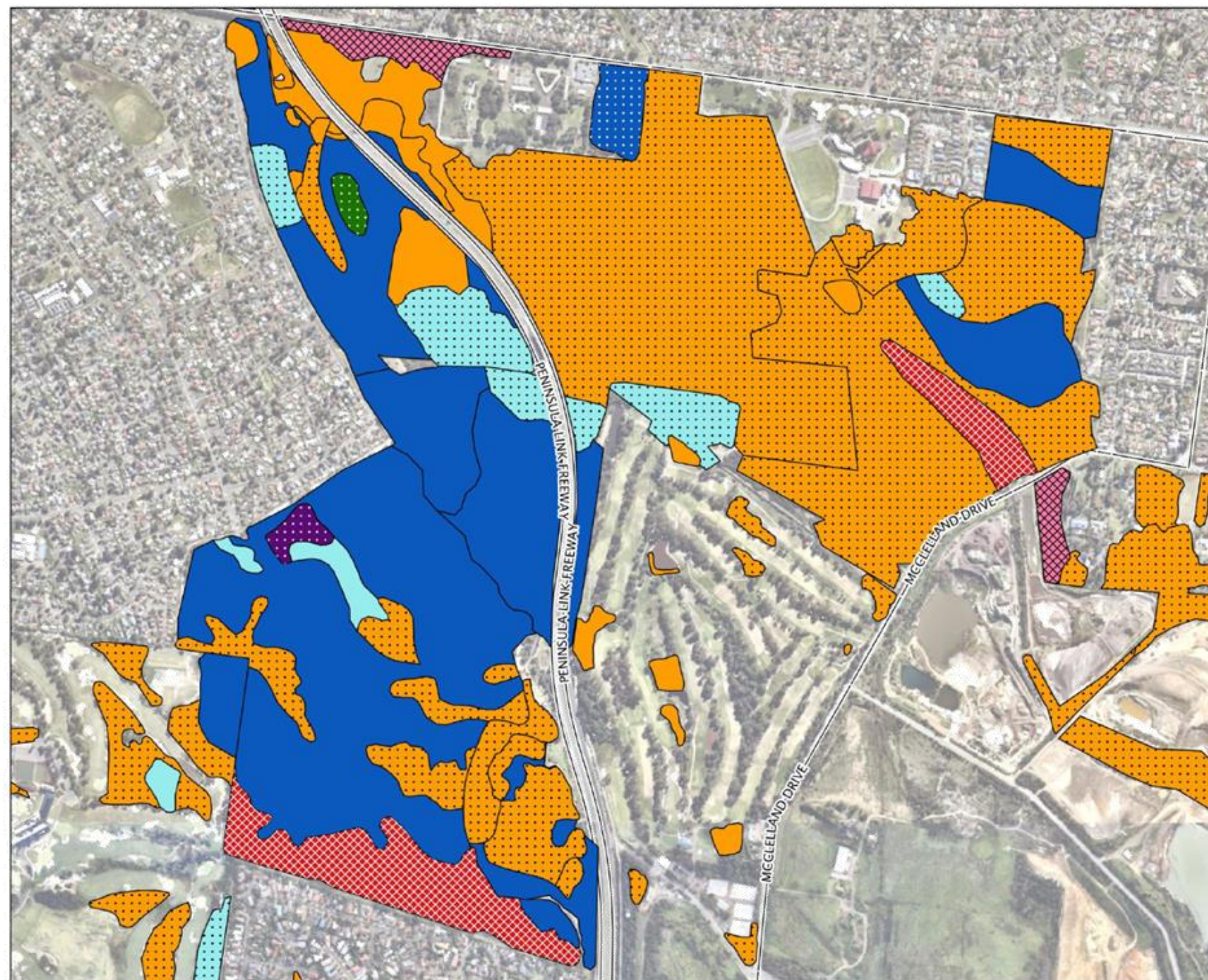
## Frankston Biodiversity Action Plan: Technical Report

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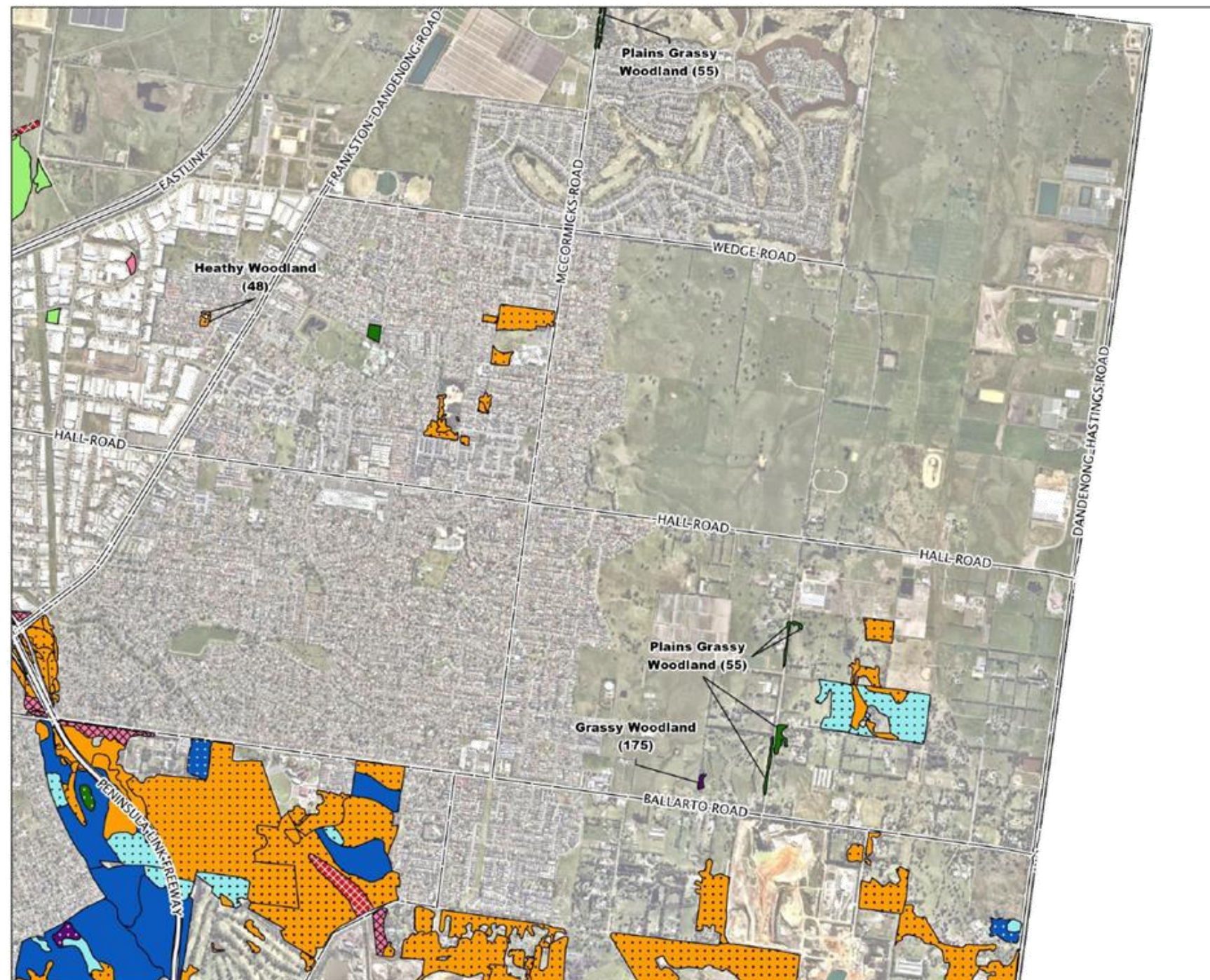
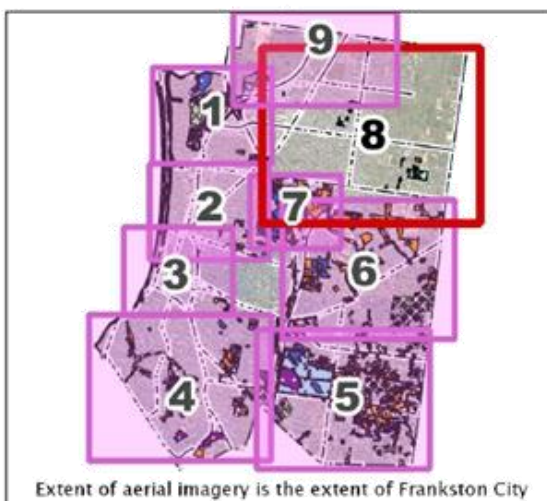


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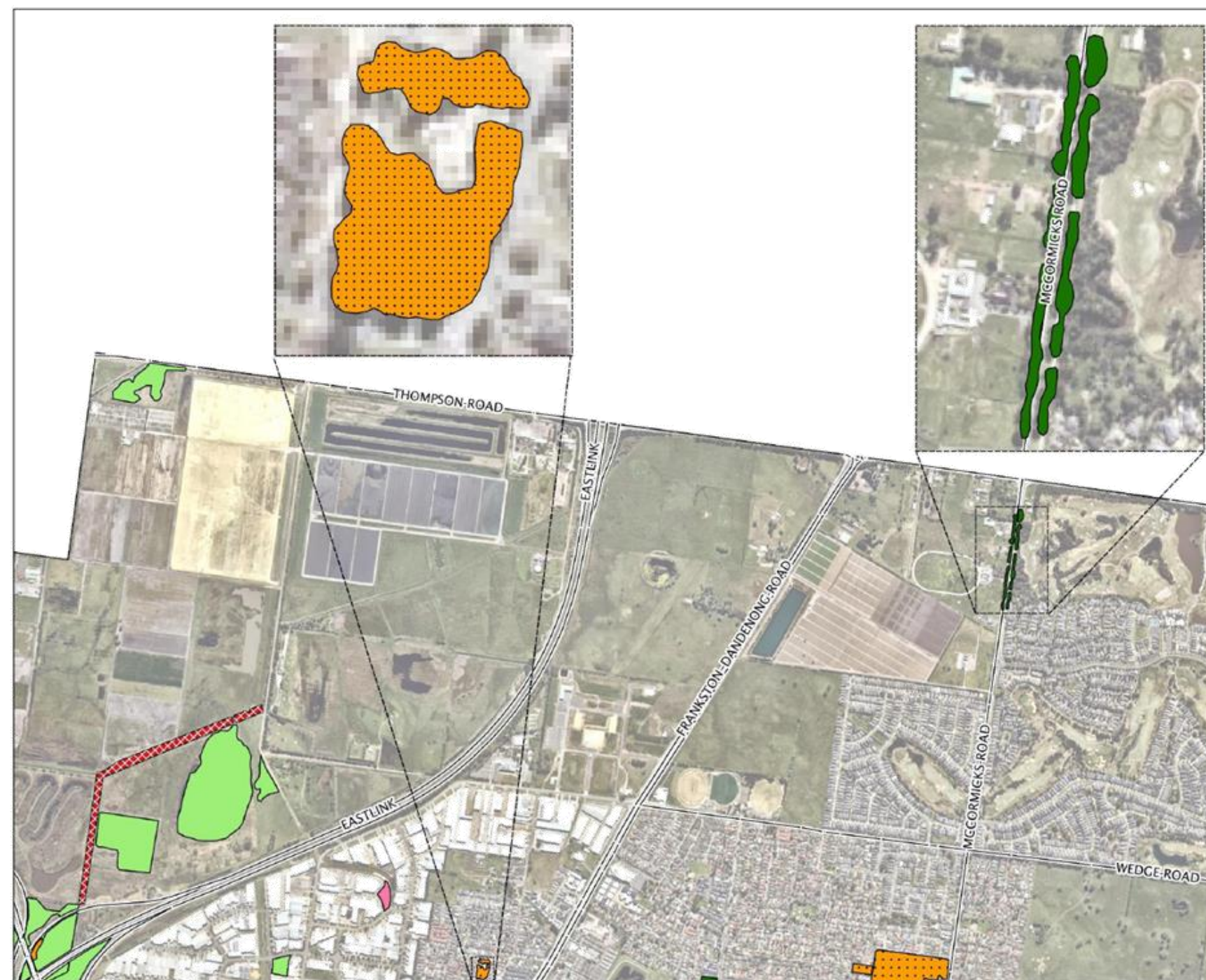
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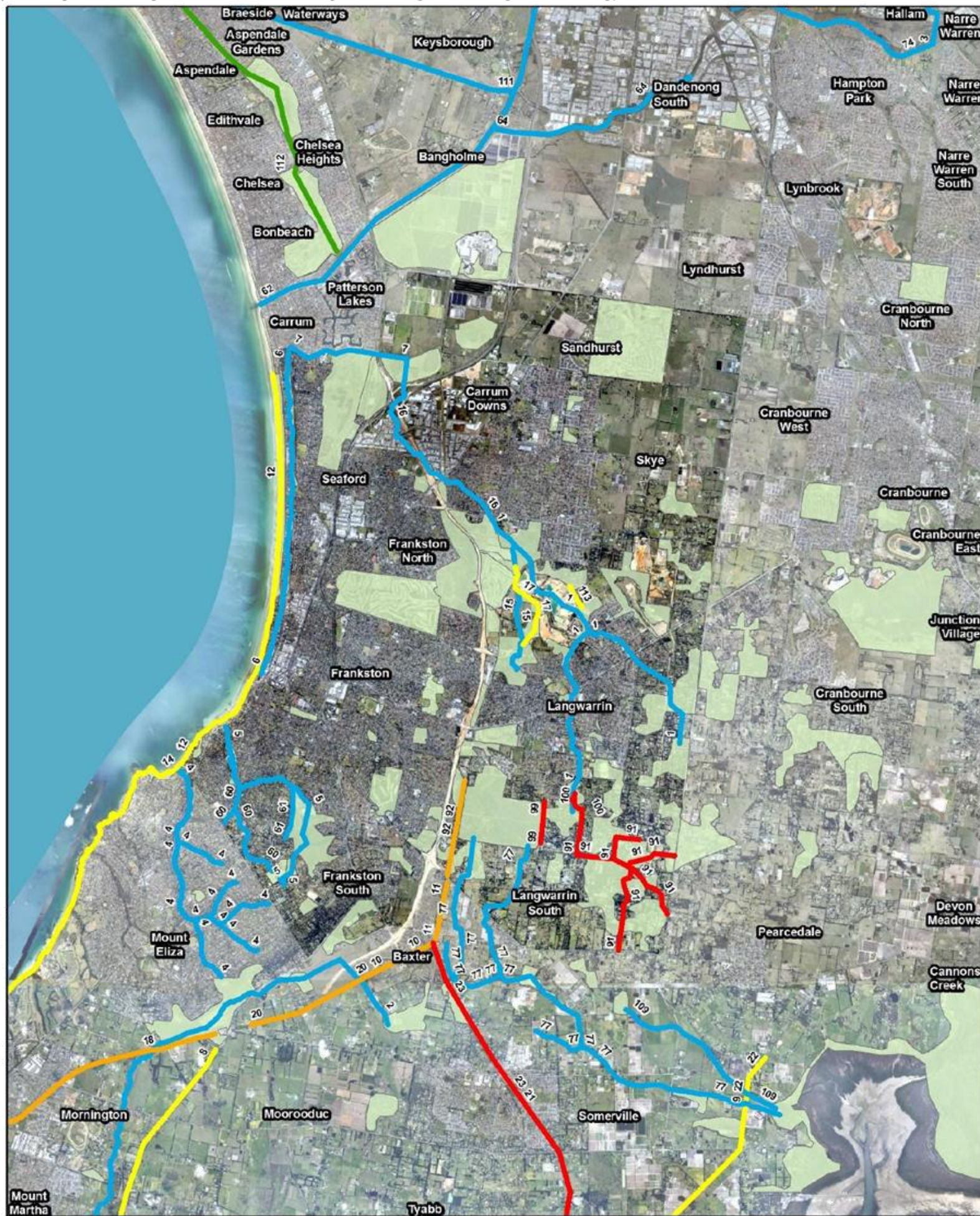
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Map 5. Existing Corridor Linkages (from *Frankston Fauna Linkages and Crossing Structure Design* [Practical Ecology, 2012]).

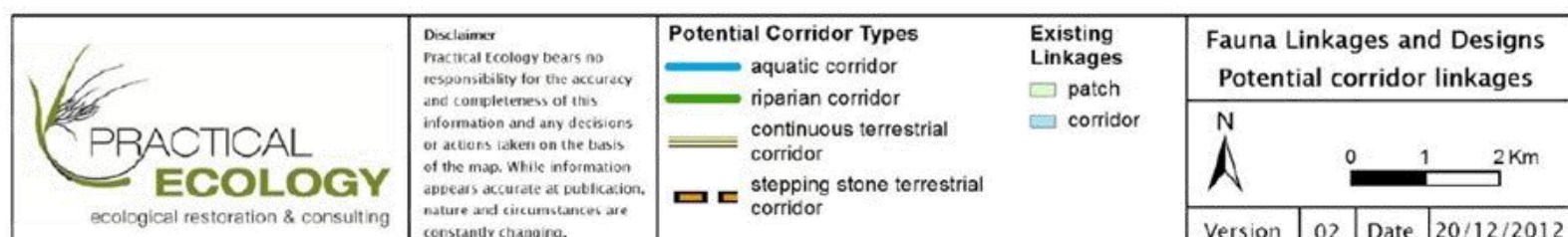
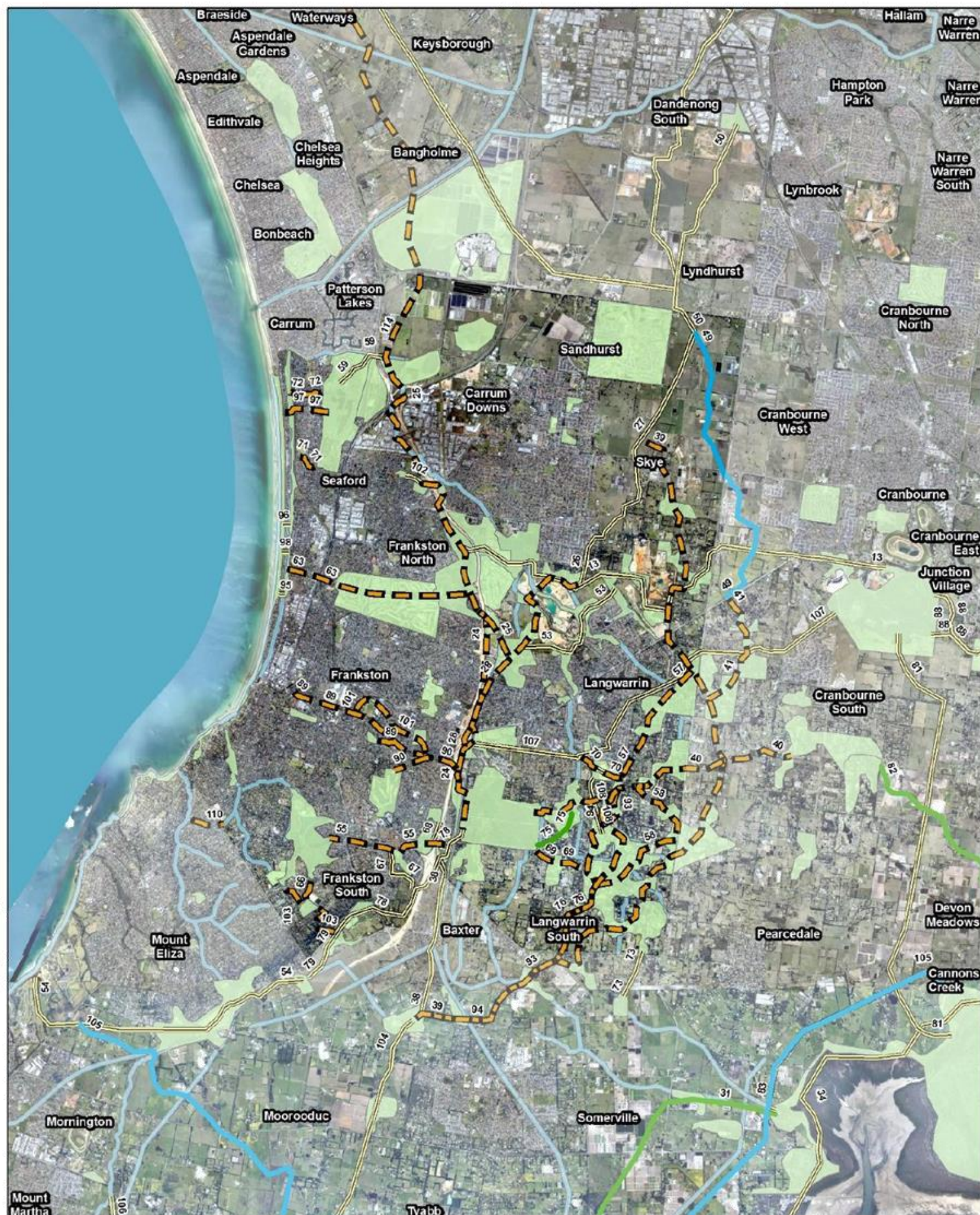


 <p><b>PRACTICAL ECOLOGY</b> ecological restoration &amp; consulting</p>	<p><small>Disclaimer</small> Practical Ecology bears no responsibility for the accuracy and completeness of this information and any decisions or actions taken on the basis of the map. While information appears accurate at publication, nature and circumstances are constantly changing.</p>	<p><b>Existing corridor linkages</b></p> <ul style="list-style-type: none"> <li><span style="color: blue;">—</span> Riparian/Aquatic</li> <li><span style="color: yellow;">—</span> Terrestrial</li> <li><span style="color: green;">—</span> Terrestrial/Riparian</li> <li><span style="color: orange;">—</span> Terrestrial-railway line</li> <li><span style="color: red;">—</span> Terrestrial-roadside</li> <li><span style="color: lightgreen;">—</span> Other linkages</li> </ul> <p><small>*Note: corridors are labelled at start and end points</small></p>	<p><b>Fauna Linkages and Designs</b> Existing corridor linkages</p>	
			<p>N</p> <p>0 1 2 Km</p>	
			Version	02



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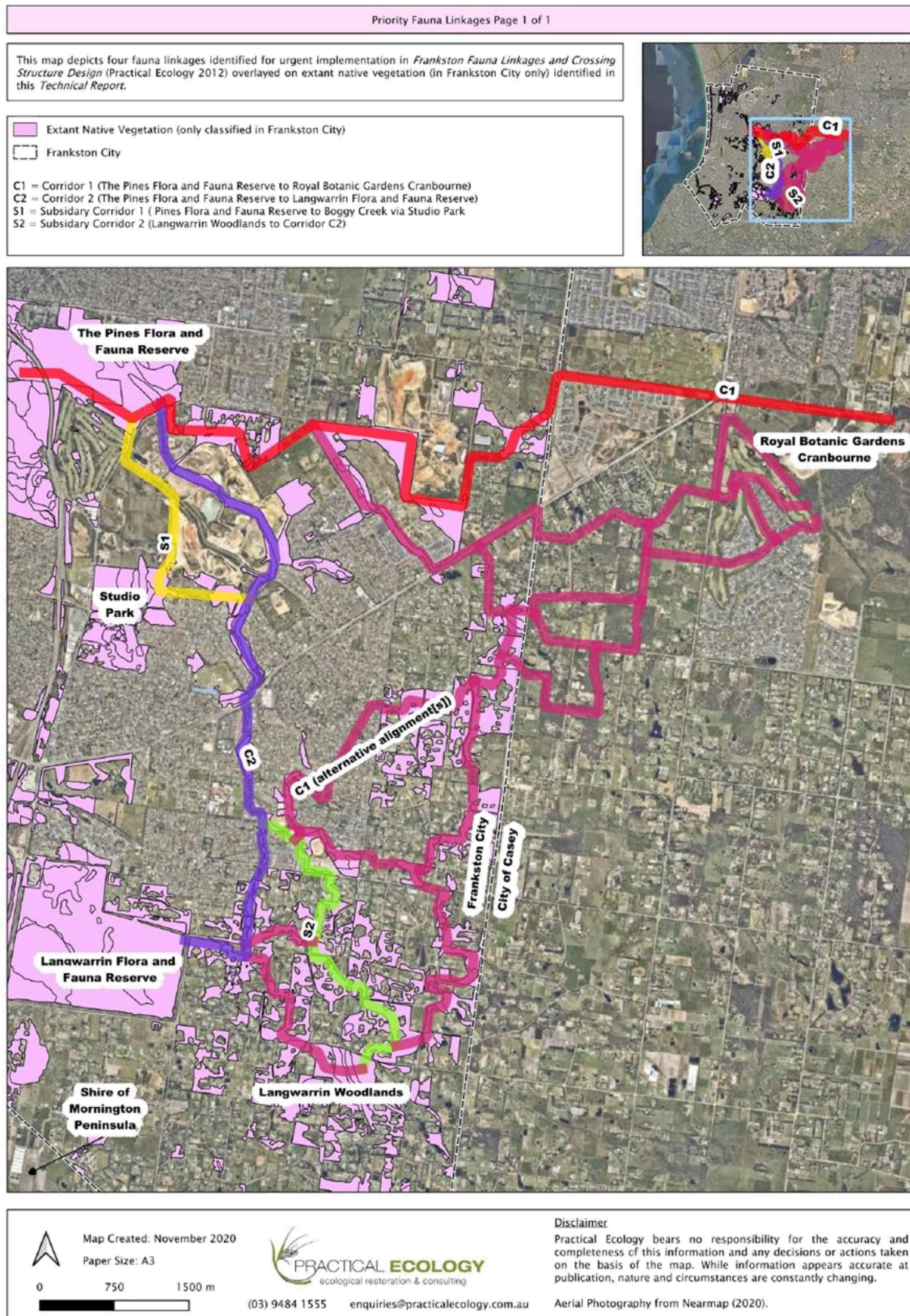
Map 6. Proposed Corridor Linkages (from *Frankston Fauna Linkages and Crossing Structure Design* [Practical Ecology, 2012]).





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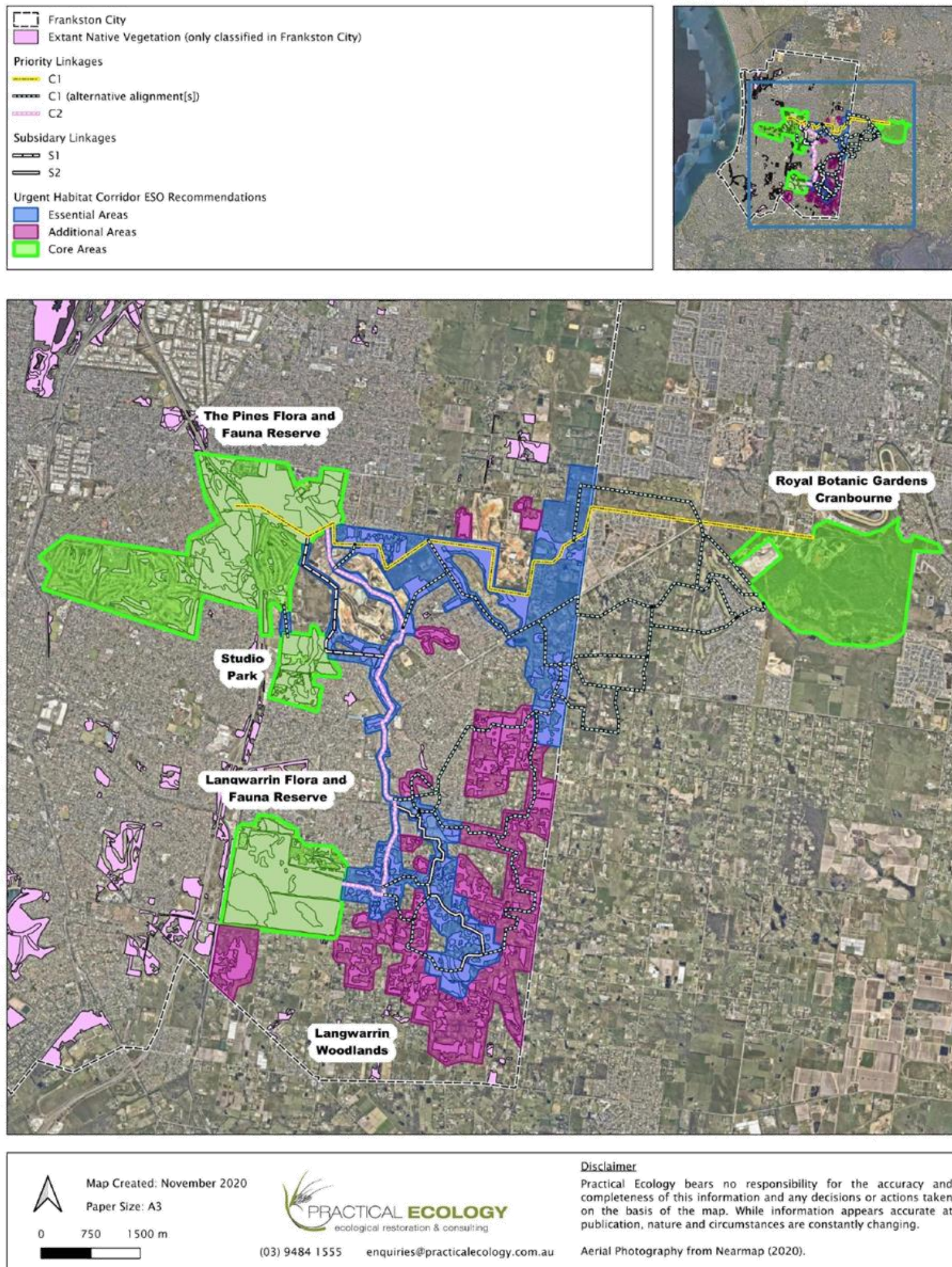
Map 7. Priority Fauna Linkages.





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Map 8. Habitat Corridor ESO.






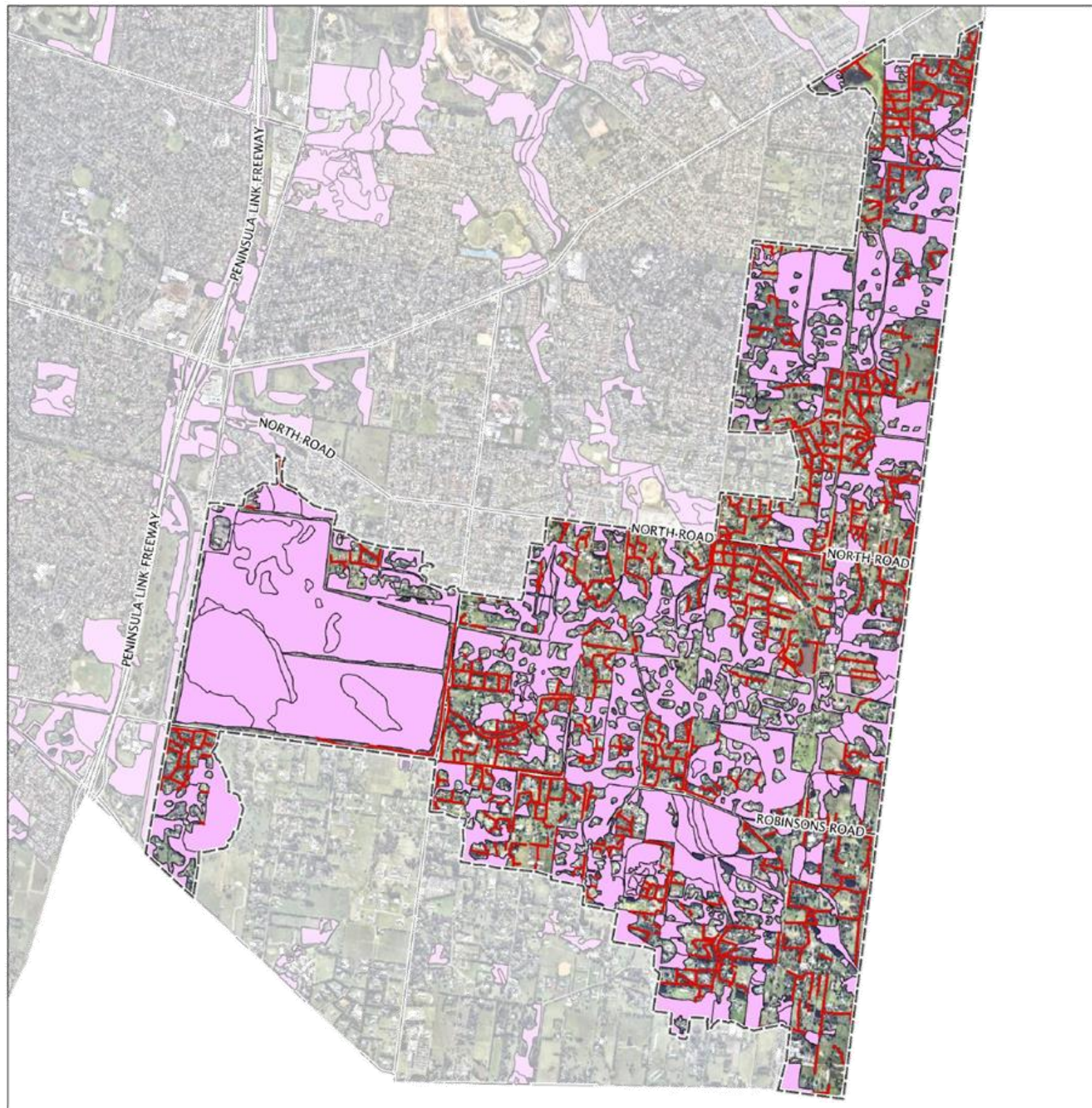
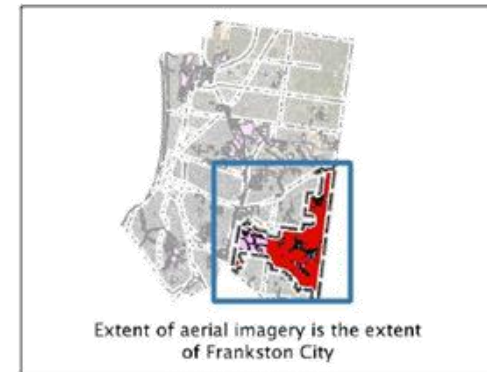


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Map 9. Linear Vegetation in Langwarrin.

This map depicts linear vegetation (e.g. indigenous trees, planted exotic trees or shrubs) visible in aerial photography within the 'Langwarrin Woodlands' area.

-  Langwarrin Woodlands
-  Linear Vegetation
-  Extant Native Vegetation



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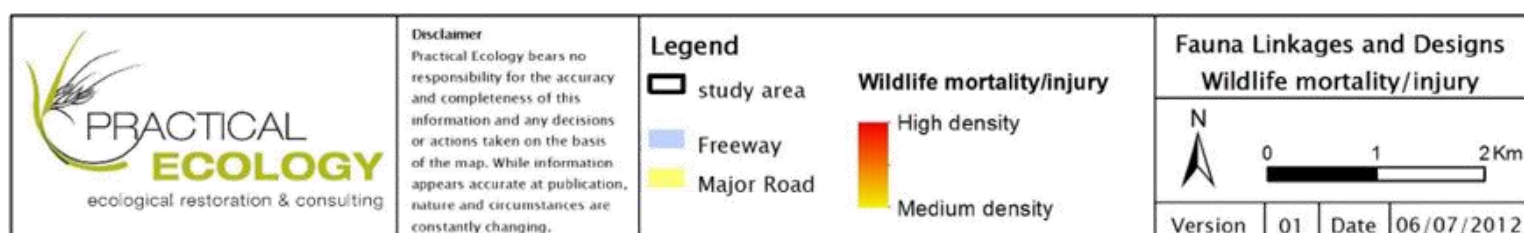
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Map 10. Wildlife Casualty Hotspots (from *Frankston Fauna Linkages and Crossing Structure Design* [Practical Ecology, 2012]).





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## 9. Appendix I. Significant flora records in Frankston City and surrounding LGAs

Species not recently recorded in any LGAs*	Species present in Frankston*	*Present if at least 1 record since 2000 in LGA, not recently recorded if not										Not recently recorded in LGA*	Present in LGA*		
Species not recently recorded in Frankston, present in one or more surrounding LGAs*		**EPBC: CE=critically endangered, EN=endangered, VU=vulnerable VROT: ex=presumed extinct, r=rare, en=endangered vu=vulnerable, k=poorly known, P=all infraspecific taxa listed FFG: L=listed, X=rejected, I=invalid/ineligible for listing													
Record deemed unlikely/unreliable.		Listing			Casey		Dandenong		Frankston		Kingston		Mornington Peninsula		
Scientific name	Common name	EPBC	VROT	FFG	Records	Last record	Records	Last record	Records	Last record	Records	Last record	Records	Last record	
<i>Acacia uncifolia</i>	Coast Wirilda				0	n/a	0	n/a	0	n/a	0	n/a	136	2020	
<i>Adriana quadripartita</i>	Coast Bitter-bush		vu		0	n/a	0	n/a	0	n/a	0	n/a	25	2018	
<i>Amphibolis antarctica</i>	Sea Nymph		k		0	n/a	0	n/a	0	n/a	0	n/a	1	1967	
<i>Amphibromus fluitans</i>	River Swamp Wallaby-grass	VU		X	4	2006	3	1993	2	2009	1	1993	4	2014	
<i>Atriplex paludosa</i> subsp. <i>paludosa</i>	Marsh Saltbush		r		14	2012	0	n/a	0	n/a	0	n/a	23	2018	
<i>Austrostipa rudis</i> subsp. <i>australis</i>	Veined Spear-grass		r		1	1999	0	n/a	0	n/a	1	1985	4	2011	
<i>Avicennia marina</i> subsp. <i>australasica</i>	Grey Mangrove		r		7	2012	0	n/a	1	2010	0	n/a	13	2020	
<i>Berula erecta</i>	Water Parsnip		k		0	n/a	0	n/a	0	n/a	0	n/a	11	2011	
<i>Billardiera scandens</i> s.s.	Velvet Apple-berry		r		3	1981	0	n/a	9	2010	0	n/a	6	1990	
<i>Burnettia cuneata</i>	Lizard Orchid		r		0	n/a	0	n/a	5	2009	0	n/a	0	n/a	
<i>Caesia parviflora</i> var. <i>minor</i>	Pale Grass-lily		k		0	n/a	1	1900	0	n/a	0	n/a	0	n/a	
<i>Caladenia australis</i>	Southern Spider-orchid		k		0	n/a	0	n/a	0	n/a	1	1927	1	1927	
<i>Caladenia dilatata</i> s.s.	Green-comb Spider-orchid		k		0	n/a	0	n/a	0	n/a	0	n/a	10	1993	
<i>Caladenia flavovirens</i>	Christmas Spider-orchid		r		1	1980	0	n/a	0	n/a	0	n/a	0	n/a	
<i>Caladenia oenochila</i>	Wine-lipped Spider-orchid		vu		0	n/a	1	1916	0	n/a	0	n/a	0	n/a	
<i>Caladenia robinsonii</i>	Frankston Spider-orchid	EN	en	L	1	2017	0	n/a	4	2009	0	n/a	24	2019	
<i>Caladenia tessellata</i>	Thick-lip Spider-orchid	VU	vu		0	n/a	0	n/a	0	n/a	0	n/a	1	1970	

\*\*EPBC: CE=critically endangered, EN=endangered, VU=vulnerable VROT: ex=presumed extinct, r=rare, en=endangered, vu=vulnerable, k=poorly known, P=all infraspecific taxa listed FFG: L=listed, X=rejected, I=invalid/ineligible for listing

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Record deemed unlikely/unreliable.		Listing			Casey		Dandenong		Frankston		Kingston		Mornington Peninsula		
Scientific name	Common name	EPBC	VROT	FFG	Records	Last record	Records	Last record	Records	Last record	Records	Last record	Records	Last record	
<i>Caladenia thysanochila</i>	Fringed Spider-orchid	EN	ex	L	0	n/a	0	n/a	0	n/a	0	n/a	2	1997	
<i>Caladenia venusta</i>	Large White Spider-orchid		r	X	0	n/a	2	1916	0	n/a	2	1900	0	n/a	
<i>Callitriche umbonata</i>	Winged Water-starwort		r		0	n/a	1	1910	0	n/a	0	n/a	0	n/a	
<i>Cardamine moirensis</i>	Riverina Bitter-cress		r		1	1998	1	1997	0	n/a	0	n/a	0	n/a	
<i>Cardamine paucijuga</i> s.s.	Annual Bitter-cress		P		0	n/a	0	n/a	1	2009	0	n/a	1	1982	
<i>Cardamine tenuifolia</i>	Slender Bitter-cress		P		1	1998	0	n/a	0	n/a	0	n/a	0	n/a	
<i>Carex alsophila</i>	Forest Sedge		r		1	1980	0	n/a	0	n/a	0	n/a	0	n/a	
<i>Carex chlorantha</i>	Green-top Sedge		k		0	n/a	0	n/a	0	n/a	1	1986	0	n/a	
<i>Chiloglottis X pescottiana</i>	Bronze Bird-orchid		r		0	n/a	0	n/a	1	1997	0	n/a	2	1997	
<i>Chorizandra australis</i>	Southern Bristle-sedge		k		0	n/a	0	n/a	4	2009	0	n/a	0	n/a	
<i>Cladium procerum</i>	Leafy Twig-sedge		r		0	n/a	2	2016	0	n/a	4	2018	7	2018	
<i>Coronidium gunnianum</i>	Pale Swamp Everlasting		vu		9	2018	0	n/a	4	2016	2	1999	0	n/a	
<i>Correa alba</i> var. <i>pannosa</i>	Velvet White Correa		r		0	n/a	0	n/a	0	n/a	1	1904	0	n/a	
<i>Correa reflexa</i> var. <i>lobata</i>	Powelltown Correa		r		1	1981	0	n/a	1	2009	0	n/a	0	n/a	
<i>Corunastylis ciliata</i>	Fringed Midge-orchid		k		0	n/a	1	1928	1	1965	0	n/a	2	1993	
<i>Corybas aconitiflorus</i>	Spurred Helmet-orchid		r		1	1998	0	n/a	0	n/a	0	n/a	0	n/a	
<i>Corybas despectans</i>	Coast Helmet-orchid		vu	L	0	n/a	0	n/a	0	n/a	0	n/a	13	2011	
<i>Corybas fimbriatus</i>	Fringed Helmet-orchid		r		0	n/a	0	n/a	2	2009	1	1900	0	n/a	
<i>Corybas</i> sp. aff. <i>diemenicus</i> (Coastal)	Late Helmet-orchid		en	L	0	n/a	0	n/a	0	n/a	0	n/a	1	2008	
<i>Craspedia canens</i>	Grey Billy-buttons		en	L	5	1993	2	1993	1	2009	2	1991	1	1920	
<i>Desmodium varians</i>	Slender Tick-trefoil		k		0	n/a	0	n/a	0	n/a	0	n/a	7	2011	



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Species not recently recorded in Frankston, present in one or more surrounding LGAs*		**EPBC: CE=critically endangered, EN=endangered, VU=vulnerable VROT: ex=presumed extinct, r=rare, en=endangered, vu=vulnerable, k=poorly known, P=all infraspecific taxa listed FFG: L=listed, X=rejected, I=invalid/ ineligible for listing													
Record deemed unlikely/unreliable.		Listing			Casey		Dandenong		Frankston		Kingston		Mornington Peninsula		
Scientific name	Common name	EPBC	VROT	FFG	Records	Last record	Records	Last record	Records	Last record	Records	Last record	Records	Last record	
<i>Dianella amoena</i>	Matted Flax-lily	EN	en	L	7	2005	0	n/a	1	2009	0	n/a	0	n/a	
<i>Diuris behrii</i>	Golden Cowslips		vu		0	n/a	1	1916	0	n/a	0	n/a	1	2005	
<i>Diuris palustris</i>	Swamp Diuris		vu	L	0	n/a	0	n/a	0	n/a	0	n/a	1	1926	
<i>Diuris punctata</i> var. <i>punctata</i>	Purple Diuris		vu	L	2	1905	1	n/a	10	2009	4	1998	24	2011	
<i>Eleocharis macbarronii</i>	Grey Spike-sedge		k		3	2010	0	n/a	6	2009	0	n/a	0	n/a	
<i>Entolasia stricta</i>	Upright Panic		k		1	1995	0	n/a	10	2016	0	n/a	0	n/a	
<i>Eucalyptus carolanae</i>	Mount Martha Bundy		en	L	0	n/a	0	n/a	0	n/a	0	n/a	19	2009	
<i>Eucalyptus yarraensis</i>	Yarra Gum		r	X	2	1992	1	2015	2	2009	0	n/a	0	n/a	
<i>Euphrasia collina</i> subsp. <i>muelleri</i>	Purple Eyebright	EN	en	L	0	n/a	0	n/a	6	1929	2	1900	23	2018	
<i>Exocarpos syrticola</i>	Coast Ballart		r		0	n/a	0	n/a	0	n/a	0	n/a	2	2001	
<i>Geranium solanderi</i> var. <i>solanderi</i> s.s.	Austral Crane's-bill		vu		0	n/a	1	n/a	0	n/a	1	1900	1	2004	
<i>Glossostigma diandrum</i>	Spoon-leaf Mud-mat		vu		0	n/a	0	n/a	0	n/a	0	n/a	1	2009	
<i>Glycine latrobeana</i>	Clover Glycine	VU	vu	L	0	n/a	0	n/a	1	2009	0	n/a	15	2018	
<i>Halophila australis</i>	Paddle Weed		k		0	n/a	0	n/a	0	n/a	0	n/a	2	n/a	
<i>Isolepis gaudichaudiana</i>	Benambra Club-sedge		vu		0	n/a	0	n/a	0	n/a	1	1991	0	n/a	
<i>Juncus revolutus</i>	Creeping Rush		r		4	1991	0	n/a	0	n/a	0	n/a	4	2008	
<i>Lachnagrostis rudis</i> subsp. <i>rudis</i>	Rough Blown-grass		r		0	n/a	0	n/a	0	n/a	0	n/a	11	2004	
<i>Lachnagrostis semibarbata</i> var. <i>filifolia</i>	Purple Blown-grass		r	L	7	1998	0	n/a	6	2009	5	1999	0	n/a	
<i>Lachnagrostis semibarbata</i> var. <i>semibarbata</i>	Purple Blown-grass		r		1	2005	0	n/a	0	n/a	0	n/a	6	2005	
<i>Lastreopsis hispida</i>	Bristly Shield-fern		r		0	n/a	1	n/a	0	n/a	0	n/a	0	n/a	

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Species not recently recorded in Frankston, present in one or more surrounding LGAs*		**EPBC: CE=critically endangered, EN=endangered, VU=vulnerable VROT: ex=presumed extinct, r=rare, en=endangered, vu=vulnerable, k=poorly known, P=all infraspecific taxa listed FFG: L=listed, X=rejected, I=invalid/ineligible for listing													
Record deemed unlikely/unreliable.		Listing			Casey		Dandenong		Frankston		Kingston		Mornington Peninsula		
Scientific name	Common name	EPBC	VROT	FFG	Records	Last record	Records	Last record	Records	Last record	Records	Last record	Records	Last record	
<i>Lawrenzia spicata</i>	Salt Lawrenzia		r		3	2006	0	n/a	0	n/a	0	n/a	3	2002	
<i>Limonium australe</i> var. <i>australe</i>	Yellow Sea-lavender		r		10	1980	0	n/a	0	n/a	0	n/a	19	2008	
<i>Lotus australis</i> var. <i>australis</i>	Austral Trefoil		k		0	n/a	0	n/a	0	n/a	0	n/a	7	2006	
<i>Nicotiana suaveolens</i>	Austral Tobacco		r		0	n/a	0	n/a	0	n/a	0	n/a	10	2015	
<i>Olearia asterotricha</i>	Rough Daisy-bush		r		1	1914	1	n/a	0	n/a	0	n/a	0	n/a	
<i>Olearia</i> sp. 2	Peninsula Daisy-bush		r		0	n/a	0	n/a	0	n/a	0	n/a	7	2016	
<i>Oxalis rubens</i>	Dune Wood-sorrel		r		0	n/a	0	n/a	0	n/a	0	n/a	6	2016	
<i>Poa billardierei</i>	Coast Fescue		r		0	n/a	0	n/a	1	2009	0	n/a	4	2010	
<i>Poa halmaturina</i>	Dwarf Coast Poa		vu		0	n/a	0	n/a	0	n/a	0	n/a	1	2016	
<i>Poa labillardierei</i> var. <i>labillardierei</i> (Volcanic Plains)	Basalt Tussock-grass		k		6	2010	0	n/a	6	2011	0	n/a	6	2005	
<i>Poa poiformis</i> var. <i>ramifer</i>	Dune Poa		r		0	n/a	0	n/a	1	2009	0	n/a	42	2010	
<i>Potamogeton australiensis</i>	Thin Pondweed		k		0	n/a	1	1904	1	1902	0	n/a	0	n/a	
<i>Prasophyllum frenchii</i>	Maroon Leek-orchid	EN	en	L	14	2018	0	n/a	1	2009	0	n/a	2	2018	
<i>Prasophyllum lindleyanum</i>	Green Leek-orchid		vu	X	0	n/a	0	n/a	3	2009	0	n/a	7	2007	
<i>Prasophyllum pyriforme</i> s.s.	Silurian Leek-orchid		en		1	1932	0	n/a	0	n/a	0	n/a	1	n/a	
<i>Prasophyllum spicatum</i>	Dense Leek-orchid	VU	en		0	n/a	0	n/a	0	n/a	0	n/a	9	2009	
<i>Pteris comans</i>	Netted brake		r		0	n/a	1	n/a	0	n/a	0	n/a	18	1989	
<i>Pterostylis chlorogramma</i>	Green-striped Greenhood	VU	vu	L	0	n/a	0	n/a	1	1991	0	n/a	3	2018	
<i>Pterostylis cucullata</i>	Leafy Greenhood	VU	P	L	0	n/a	0	n/a	0	n/a	0	n/a	12	2018	
<i>Pterostylis cucullata</i> subsp. <i>cucullata</i>	Leafy Greenhood		en	L	0	n/a	0	n/a	1	1930	0	n/a	22	2019	

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Species not recently recorded in Frankston, present in one or more surrounding LGAs*		**EPBC: CE=critically endangered, EN=endangered, VU=vulnerable VROT: ex=presumed extinct, r=rare, en=endangered, vu=vulnerable, k=poorly known, P=all infraspecific taxa listed FFG: L=listed, X=rejected, I=invalid/ ineligible for listing													
Record deemed unlikely/unreliable.		Listing			Casey		Dandenong		Frankston		Kingston		Mornington Peninsula		
Scientific name	Common name	EPBC	VROT	FFG	Records	Last record	Records	Last record	Records	Last record	Records	Last record	Records	Last record	
<i>Pterostylis grandiflora</i>	Cobra Greenhood		r		0	n/a	0	n/a	0	n/a	0	n/a	5	2009	
<i>Pterostylis pedoglossa</i>	Prawn Greenhood		vu		0	n/a	2	1931	5	2009	1	1901	0	n/a	
<i>Pterostylis tasmanica</i>	Southern Plume–orchid		k		0	n/a	0	n/a	0	n/a	1	1915	1	1979	
<i>Pterostylis *ingens</i>	Sharp Greenhood		r		1	1976	0	n/a	0	n/a	1	1910	1	2004	
<i>Pterostylis *toveyana</i>	Mentone Greenhood		vu		0	n/a	0	n/a	6	2009	6	1919	1	1969	
<i>Pultenaea canaliculata</i>	Coast Bush–pea		r		0	n/a	0	n/a	0	n/a	0	n/a	15	2011	
<i>Ranunculus amplus</i>	Lacey River Buttercup		r		0	n/a	0	n/a	3	2009	1	2005	0	n/a	
<i>Ranunculus papulentus</i>	Large River Buttercup		k		0	n/a	1	1993	1	2009	8	2007	4	2009	
<i>Roepera billardierei</i>	Coast Twin–leaf		r		0	n/a	0	n/a	0	n/a	0	n/a	28	2018	
<i>Salsola tragus</i> subsp. <i>pontica</i>	Coast Saltwort		r		0	n/a	0	n/a	0	n/a	1	1938	6	2010	
<i>Senecio glomeratus</i> subsp. <i>longifructus</i>	Annual Fireweed		r		0	n/a	1	2003	0	n/a	1	2007	1	2006	
<i>Senecio psilocarpus</i>	Swamp Fireweed	VU	vu		1	2005	0	n/a	1	2009	0	n/a	0	n/a	
<i>Stackhousia spathulata</i>	Coast Stackhousia		k		0	n/a	0	n/a	0	n/a	0	n/a	6	2012	
<i>Stylidium dilatatum</i>	Tasman Triggerplant		k		0	n/a	0	n/a	0	n/a	0	n/a	8	2004	
<i>Thelionema umbellatum</i>	Clustered Lily		r		2	1988	0	n/a	0	n/a	0	n/a	0	n/a	
<i>Thelymitra circumsepta</i>	Naked Sun–orchid		vu		5	2007	0	n/a	1	2009	0	n/a	2	1991	
<i>Thelymitra epipactoides</i>	Metallic Sun–orchid	EN	en	L	1	1980	0	n/a	1	2009	0	n/a	0	n/a	
<i>Thelymitra longiloba</i>	Marsh Sun–orchid		en		1	1957	0	n/a	0	n/a	0	n/a	1	1988	
<i>Thelymitra malvina</i>	Mauve–tuft Sun–orchid		vu		0	n/a	0	n/a	0	n/a	0	n/a	2	1993	
<i>Thelymitra mucida</i>	Plum Orchid		vu		0	n/a	0	n/a	0	n/a	0	n/a	1	2003	
<i>Thelymitra pallidiflora</i>	Pallid Sun–orchid		en	I	0	n/a	0	n/a	0	n/a	0	n/a	2	2005	

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Species not recently recorded in Frankston, present in one or more surrounding LGAs*		**EPBC: CE=critically endangered, EN=endangered, VU=vulnerable VROT: ex=presumed extinct, r=rare, en=endangered, vu=vulnerable, k=poorly known, P=all infraspecific taxa listed FFG: L=listed, X=rejected, I=invalid/ineligible for listing													
Record deemed unlikely/unreliable.		Listing			Casey		Dandenong		Frankston		Kingston		Mornington Peninsula		
Scientific name	Common name	EPBC	VROT	FFG	Records	Last record	Records	Last record	Records	Last record	Records	Last record	Records	Last record	
<i>Thelymitra reflexa</i>	Gaping Sun-orchid		en		0	n/a	0	n/a	0	n/a	0	n/a	2	2017	
<i>Thelymitra *irregularis</i>	Crested Sun-orchid		r		0	n/a	0	n/a	0	n/a	0	n/a	2	1993	
<i>Thelymitra *macmillanii</i>	Crimson Sun-orchid		vu		0	n/a	0	n/a	0	n/a	0	n/a	4	2009	
<i>Thelymitra *merraniae</i>	Merran's Sun-orchid		en	L	0	n/a	0	n/a	0	n/a	0	n/a	1	1999	
<i>Triglochin minutissima</i>	Tiny Arrowgrass		r		0	n/a	0	n/a	0	n/a	0	n/a	1	1991	
<i>Verbena officinalis</i> var. <i>gaudichaudii</i>	Native Verbena		k		0	n/a	0	n/a	0	n/a	0	n/a	1	2003	
<i>Xanthosia leiophylla</i>	Parsley Xanthosia		r		0	n/a	0	n/a	0	n/a	0	n/a	1	1982	
<i>Xanthosia tasmanica</i>	Southern Xanthosia		r		0	n/a	0	n/a	0	n/a	0	n/a	2	2014	
<i>Xerochrysum palustre</i>	Swamp Everlasting	VU	vu	L	9	2017	0	n/a	1	2009	3	2016	2	2018	

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## 10. Appendix II. Significant fauna records in Frankston City and surrounding LGAs

Species not recently recorded in any LGAs*	Species potentially present in one or more LGAs*
Species present in Frankston*	Species present in one or more surrounding LGAs*

Present in LGA*	Not recently recorded in LGA*	Potential visitor to LGA*
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\*Present if records  $\geq 5$  and at least 1 record since 2015, potentially present if at least 1 record since 2000, not recently recorded if 0 records since 2000

Scientific Name	Common Name	Casey		Frankston		Greater Dandenong		Kingston		Mornington Peninsula	
		Records	Last record	Records	Last record	Records	Last record	Records	Last record	Records	Last record
<i>Accipiter novaehollandiae</i>	Grey Goshawk	9	27/07/2019	0	n/a	0	n/a	4	5/03/2019	15	1/11/2009
<i>Acrodipsas brisbanensis</i>	Large Ant Blue Butterfly	1	1/06/1941	0	n/a	0	n/a	0	n/a	0	n/a
<i>Actitis hypoleucos</i>	Common Sandpiper	41	28/10/2018	12	12/12/1987	62	9/03/2019	4	30/01/2007	27	18/01/2019
<i>Anseranas semipalmata</i>	Magpie Goose	2	13/04/1994	0	n/a	11	31/05/2018	211	25/04/2019	10	23/01/2008
<i>Antechinus minimus maritimus</i>	Swamp Antechinus	0	n/a	1	29/10/2007	0	n/a	0	n/a	0	n/a
<i>Anthochaera phrygia</i>	Regent Honeyeater	7	1/01/1994	0	n/a	8	12/04/2019	2	14/08/1947	0	n/a
<i>Antigone rubicunda</i>	Brolga	0	n/a	2	24/09/2009	0	n/a	1	0/01/1900	0	n/a
<i>Arctocephalus pusillus doriferus</i>	Australian Fur Seal	1	29/05/2017	5	12/05/2015	0	n/a	5	10/01/2019	70	28/06/2019
<i>Arctophoca forsteri</i>	Long-nosed Fur Seal	2	28/06/1977	1	24/05/2014	0	n/a	0	n/a	0	n/a
<i>Ardea alba</i>	Great Egret	233	9/07/2019	105	20/04/2019	149	28/04/2019	200	5/05/2019	327	13/02/2019
<i>Ardea alba modesta</i>	Eastern Great Egret	56	18/07/2019	21	17/02/2019	127	31/07/2019	629	28/07/2019	61	23/06/2019
<i>Ardea intermedia plumifera</i>	Plumed Egret	4	11/01/2019	3	30/06/2017	8	30/12/2018	15	23/09/2018	8	14/09/2011
<i>Arenaria interpres</i>	Ruddy Turnstone	3	14/04/1991	1	10/10/1982	3	25/11/2018	1	1/01/1977	79	4/07/2019
<i>Aythya australis</i>	Hardhead	318	27/07/2019	96	23/06/2019	328	30/07/2019	906	28/07/2019	342	28/07/2019
<i>Biziura lobata</i>	Musk Duck	26	16/06/2019	26	17/02/2019	145	23/06/2019	232	27/04/2019	240	21/07/2019
<i>Botaurus poiciloptilus</i>	Australasian Bittern	23	28/06/2018	22	29/08/2018	44	23/06/2019	194	19/03/2019	46	15/05/2019
<i>Calamanthus pyrrhopygius</i>	Chestnut-rumped Heathwren	4	28/07/2019	1	10/08/2003	0	n/a	0	n/a	7	5/05/2019
<i>Calidris alba</i>	Sanderling	0	n/a	0	n/a	1	31/05/2018	2	13/01/2001	3	2/12/1987

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Species not recently recorded in any LGAs*	Species potentially present in one or more LGAs*
Species present in Frankston*	Species present in one or more surrounding LGAs*

Present in LGA*	Not recently recorded in LGA*	Potential visitor to LGA*
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\*Present if records  $\geq 5$  and at least 1 record since 2015, potentially present if at least 1 record since 2000, not recently recorded if 0 records since 2000

Scientific Name	Common Name	Casey		Frankston		Greater Dandenong		Kingston		Mornington Peninsula	
		Records	Last record	Records	Last record	Records	Last record	Records	Last record	Records	Last record
<i>Calidris canutus</i>	Red Knot	2	10/11/2018	0	n/a	3	16/09/2018	0	n/a	7	7/12/1991
<i>Calidris ferruginea</i>	Curlew Sandpiper	21	11/01/2019	28	11/03/2019	68	7/04/2019	29	10/02/2019	89	25/12/2018
<i>Calidris melanotos</i>	Pectoral Sandpiper	0	n/a	25	31/01/2018	17	27/01/2019	67	8/02/2019	1	16/02/1997
<i>Calidris subminuta</i>	Long-toed Stint	0	n/a	13	4/03/2018	1	1/01/1973	54	28/04/2018	0	n/a
<i>Calidris tenuirostris</i>	Great Knot	0	n/a	0	n/a	0	n/a	0	n/a	2	17/09/1977
<i>Caretta caretta</i>	Loggerhead Turtle	0	n/a	0	n/a	0	n/a	0	n/a	1	10/11/1996
<i>Cercartetus nanus</i>	Eastern Pygmy-possum	1	15/03/1963	1	22/02/2012	0	n/a	3	0/01/1900	1	12/12/1987
<i>Ceyx azureus</i>	Azure Kingfisher	1	26/09/2003	2	1/01/1994	0	n/a	1	4/02/2018	3	29/07/2008
<i>Charadrius leschenaultii</i>	Greater Sand Plover	0	n/a	0	n/a	0	n/a	0	n/a	1	29/05/1976
<i>Charadrius mongolus</i>	Lesser Sand Plover	0	n/a	0	n/a	0	n/a	0	n/a	7	1/12/1979
<i>Chelodina longicollis</i>	Eastern Snake-necked Turtle	61	7/11/2018	16	13/08/2018	4	21/11/2016	39	26/01/2017	25	5/12/2014
<i>Chelonia mydas</i>	Green Turtle	0	n/a	0	n/a	0	n/a	0	n/a	3	4/09/2017
<i>Chlidonias hybrida</i>	Whiskered Tern	10	23/11/2018	112	20/01/2019	68	28/04/2019	252	20/01/2019	10	12/05/2019
<i>Chlidonias leucopterus</i>	White-winged Black Tern	1	22/11/2006	3	18/01/2019	18	27/01/2019	10	16/11/2005	0	n/a
<i>Chrysococcyx osculans</i>	Black-eared Cuckoo	2	23/09/1982	0	n/a	0	n/a	2	21/12/2007	3	1/12/2004
<i>Cinclosoma punctatum</i>	Spotted Quail-thrush	0	n/a	1	13/03/1909	0	n/a	0	n/a	4	26/01/2020
<i>Circus assimilis</i>	Spotted Harrier	4	12/12/2004	4	29/08/2018	4	31/12/2006	2	2/02/2017	10	1/07/2019
<i>Climacteris picumnus</i>	Brown Treecreeper	1	1/01/1994	0	n/a	1	31/05/2018	0	n/a	0	n/a
<i>Dasyurus maculatus maculatus</i>	Spot-tailed Quoll	1	2/01/1900	0	n/a	0	n/a	1	0/01/1900	0	n/a
<i>Dasyurus viverrinus</i>	Eastern Quoll	1	0/01/1900	0	n/a	0	n/a	1	0/01/1900	0	n/a
<i>Dermochelys coriacea</i>	Leathery Turtle	0	n/a	0	n/a	0	n/a	0	n/a	1	8/03/1994

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		Records	Last record	Records	Last record	Records	Last record	Records	Last record	Records	Last record
<i>Diomedea epomophora</i>	Southern Royal Albatross	0	n/a	0	n/a	0	n/a	0	n/a	2	3/08/1979
<i>Diomedea exulans</i>	Wandering Albatross	0	n/a	0	n/a	0	n/a	0	n/a	8	18/03/1989
<i>Dromaius novaehollandiae</i>	Emu	1	1/01/1931	0	n/a	0	n/a	1	23/01/2018	13	17/03/2019
<i>Egretta garzetta</i>	Little Egret	14	12/02/2019	13	1/11/2011	12	27/01/2019	41	6/06/2019	19	3/02/2020
<i>Emydura macquarii</i>	Murray River Turtle	0	n/a	0	n/a	0	n/a	2	12/01/2012	0	n/a
<i>Engaeus victoriensis</i>	Foothill Burrowing Crayfish	1	1/08/1962	0	n/a	0	n/a	0	n/a	0	n/a
<i>Eubalaena australis</i>	Southern Right Whale	0	n/a	1	1/08/1998	0	n/a	0	n/a	1	14/07/1984
<i>Falco hypoleucos</i>	Grey Falcon	1	1/01/1994	0	n/a	0	n/a	0	n/a	0	n/a
<i>Falco subniger</i>	Black Falcon	5	7/10/2018	6	5/02/2009	5	31/03/2019	2	17/03/2018	8	27/06/2018
<i>Galaxiella pusilla</i>	Dwarf Galaxias	114	18/04/2018	14	21/12/2010	1	3/10/2005	0	n/a	130	28/02/2019
<i>Gallinago hardwickii</i>	Latham's Snipe	216	9/10/2019	121	29/03/2019	156	10/03/2019	330	3/03/2019	292	24/12/2019
<i>Gelochelidon macrotarsa</i>	Australian Gull-billed Tern	1	28/09/2017	1	13/03/2005	0	n/a	0	n/a	1	2/09/2018
<i>Geopelia cuneata</i>	Diamond Dove	0	n/a	0	n/a	3	3/10/2009	0	n/a	1	17/09/1992
<i>Grantiella picta</i>	Painted Honeyeater	4	1/11/2007	1	21/10/2017	1	12/03/2019	0	n/a	0	n/a
<i>Haematopus fuliginosus</i>	Sooty Oystercatcher	1	14/04/1991	0	n/a	0	n/a	2	9/04/2017	221	22/07/2019
<i>Haliaeetus leucogaster</i>	White-bellied Sea-Eagle	15	14/05/2019	13	5/01/2019	13	28/04/2019	5	9/03/2019	103	14/07/2019
<i>Halobaena caerulea</i>	Blue Petrel	0	n/a	0	n/a	0	n/a	0	n/a	5	1/10/1998
<i>Hirundapus caudacutus</i>	White-throated Needletail	59	20/03/2018	15	3/03/2019	18	31/05/2018	13	17/02/2019	123	12/03/2019
<i>Hydroprogne caspia</i>	Caspian Tern	22	19/12/2018	7	2/01/2018	48	27/01/2019	17	6/11/2018	126	3/02/2020
<i>Isodon obesulus obesulus</i>	Southern Brown Bandicoot	1329	1/12/2019	27	1/11/2011	4	16/11/1990	26	19/06/1989	51	1/01/2016
<i>Ixobrychus dubius</i>	Australian Little Bittern	2	21/10/2002	2	12/12/1965	0	n/a	87	29/12/2017	0	n/a

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		Records	Last record	Records	Last record	Records	Last record	Records	Last record	Records	Last record
<i>Larus pacificus</i>	Pacific Gull	655	29/07/2019	77	14/07/2019	69	9/03/2019	208	21/07/2019	1116	3/02/2020
<i>Lathamus discolor</i>	Swift Parrot	14	19/04/2018	7	28/03/2019	7	18/05/2019	2	29/04/1978	18	14/04/2019
<i>Lewinia pectoralis</i>	Lewin's Rail	41	27/01/2019	11	17/05/2012	2	28/01/2007	29	16/03/2018	74	15/05/2019
<i>Lichenostomus melanops cassidix</i>	Helmeted Honeyeater	1	1/01/1983	0	n/a	0	n/a	0	n/a	0	n/a
<i>Limosa lapponica</i>	Bar-tailed Godwit	1	1/12/1979	4	23/10/1988	6	19/11/2017	5	26/12/1987	13	4/03/2019
<i>Limosa limosa</i>	Black-tailed Godwit	1	29/06/1984	5	19/05/2005	4	16/09/2018	0	n/a	2	23/03/1997
<i>Lissolepis coventryi</i>	Swamp Skink	26	1/08/2012	11	1/02/2015	0	n/a	0	n/a	134	12/08/2018
<i>Litoria raniformis</i>	Growing Grass Frog	4	4/11/1999	3	10/01/1990	6	25/10/1975	12	14/09/2006	12	1/05/2002
<i>Lophocroa leadbeateri</i>	Major Mitchell's Cockatoo	1	1/01/1994	0	n/a	1	31/05/2018	1	1/01/1979	1	1/12/1981
<i>Lophoictinia isura</i>	Square-tailed Kite	0	n/a	1	22/03/2019	0	n/a	0	n/a	1	23/01/2012
<i>Maccullochella peelii</i>	Murray Cod	0	n/a	0	n/a	0	n/a	0	n/a	2	1/01/1970
<i>Macquaria australasica</i>	Macquarie Perch	2	1/01/1970	2	0/01/1900	0	n/a	0	n/a	4	1/01/1970
<i>Macronectes giganteus</i>	Southern Giant-Petrel	0	n/a	0	n/a	0	n/a	1	1/01/1980	12	5/06/2019
<i>Macronectes halli</i>	Northern Giant-Petrel	0	n/a	2	28/09/2006	1	1/05/1976	0	n/a	18	12/07/2019
<i>Megaptera novaeangliae australis</i>	Southern Humpback Whale	0	n/a	0	n/a	0	n/a	0	n/a	4	2/07/2005
<i>Melanodryas cucullata</i>	Hooded Robin	7	1/11/2005	5	19/11/2008	6	31/05/2018	2	0/01/1900	6	1/05/1981
<i>Miniopterus schreibersii</i> GROUP	Common Bent-wing Bat	0	n/a	0	n/a	0	n/a	0	n/a	2	21/11/1989
<i>Miniopterus schreibersii oceanensis</i>	Common Bent-wing Bat (eastern ssp.)	0	n/a	0	n/a	0	n/a	0	n/a	1	12/04/1995
<i>Mirounga leonina</i>	Southern Elephant Seal	0	n/a	0	n/a	0	n/a	1	7/05/2001	1	30/05/2001
<i>Mugilogobius platynotus</i>	Flatback Mangrove Goby	7	5/12/2000	0	n/a	0	n/a	0	n/a	0	n/a
<i>Nannoperca obscura</i>	Yarra Pygmy Perch	0	n/a	0	n/a	4	26/02/1983	0	n/a	0	n/a



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		Records	Last record	Records	Last record	Records	Last record	Records	Last record	Records	Last record
<i>Neophema chrysogaster</i>	Orange-bellied Parrot	0	n/a	2	15/06/1986	0	n/a	1	1/01/1977	3	7/04/1987
<i>Neophema pulchella</i>	Turquoise Parrot	1	22/10/1982	0	n/a	0	n/a	0	n/a	0	n/a
<i>Ninox connivens</i>	Barking Owl	1	24/09/2005	0	n/a	0	n/a	0	n/a	4	13/07/2017
<i>Ninox strenua</i>	Powerful Owl	8	18/06/2020	4	19/09/2018	2	25/12/2016	1	19/05/1995	91	24/06/2020
<i>Numenius madagascariensis</i>	Eastern Curlew	13	14/04/1991	2	16/02/1985	4	1/05/2019	2	1/11/1990	114	3/02/2020
<i>Numenius phaeopus</i>	Whimbrel	1	14/10/1984	0	n/a	1	1/01/1973	1	1/01/1977	12	20/11/2010
<i>Nycticorax caledonicus</i>	Nankeen Night-Heron	50	31/07/2019	10	15/01/2018	23	13/05/2019	92	17/02/2019	56	26/01/2019
<i>Oreoica gutturalis</i>	Crested Bellbird	0	n/a	0	n/a	1	31/05/2018	0	n/a	0	n/a
<i>Ornithorhynchus anatinus</i>	Platypus	1	24/03/2008	1	11/04/1979	0	n/a	0	n/a	1	6/10/2008
<i>Oxyura australis</i>	Blue-billed Duck	343	11/05/2019	75	1/05/2019	333	23/07/2019	662	28/07/2019	165	29/02/2020
<i>Pachyptila turtur</i>	Fairy Prion	0	n/a	1	6/10/1908	0	n/a	1	1/01/1980	23	5/06/2019
<i>Pedionomus torquatus</i>	Plains-wanderer	0	n/a	0	n/a	0	n/a	0	n/a	1	27/06/1925
<i>Pelagodroma marina</i>	White-faced Storm-Petrel	0	n/a	0	n/a	0	n/a	1	1/01/1980	2	18/03/1989
<i>Pelecanoides urinatrix</i>	Common Diving-Petrel	0	n/a	0	n/a	0	n/a	2	1/08/1985	10	1/10/1998
<i>Pezoporus wallicus</i>	Ground Parrot	0	n/a	1	0/01/1900	0	n/a	1	0/01/1900	1	0/01/1900
<i>Phalacrocorax fuscescens</i>	Black-faced Cormorant	1	17/09/1977	2	1/01/1994	1	1/07/1975	1	2/03/2008	142	15/07/2019
<i>Phalacrocorax varius</i>	Pied Cormorant	127	16/05/2019	34	20/03/2019	48	7/05/2019	192	20/07/2019	471	22/07/2019
<i>Phoebastria palpebrata</i>	Light-mantled Sooty Albatross	0	n/a	0	n/a	0	n/a	0	n/a	1	13/05/2015
<i>Physeter macrocephalus</i>	Sperm Whale	0	n/a	0	n/a	0	n/a	0	n/a	7	4/02/1972
<i>Platalea regia</i>	Royal Spoonbill	204	24/04/2019	153	25/05/2019	156	23/06/2019	471	31/05/2019	401	3/02/2020
<i>Plectrotarsus gravenhorstii</i>	Caddisfly	0	n/a	0	n/a	0	n/a	2	1/12/1915	1	26/12/1981

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		Records	Last record	Records	Last record	Records	Last record	Records	Last record	Records	Last record
<i>Plegadis falcinellus</i>	Glossy Ibis	2	15/07/2017	21	25/05/2019	19	10/02/2019	39	3/04/2017	2	24/04/1986
Pacific Golden Plover		4	1/12/1990	8	18/09/2005	11	16/09/2018	3	22/11/1987	7	17/11/2018
<i>Pluvialis squatarola</i>	Grey Plover	0	n/a	0	n/a	0	n/a	1	1/01/1977	5	4/12/2005
<i>Polytelis anthopeplus</i>	Regent Parrot	0	n/a	0	n/a	1	2/06/1914	1	10/02/2008	0	n/a
<i>Polytelis swainsonii</i>	Superb Parrot	0	n/a	0	n/a	2	28/01/2010	0	n/a	0	n/a
<i>Pomatostomus temporalis</i>	Grey-crowned Babbler	8	26/08/1995	3	1/01/1988	5	30/07/1984	26	15/06/2002	61	1/09/2002
<i>Porzana pusilla</i>	Baillon's Crake	49	27/01/2019	20	13/02/2010	26	27/01/2019	87	19/11/2018	24	2/12/2018
<i>Prototroctes maraena</i>	Australian Grayling	1	4/12/1985	0	n/a	0	n/a	0	n/a	0	n/a
<i>Pseudemoia rawlinsoni</i>	Glossy Grass Skink	2	1/10/2011	0	n/a	0	n/a	0	n/a	18	7/01/2018
<i>Pseudomys novaehollandiae</i>	New Holland Mouse	3	1/01/1976	8	12/03/1984	0	n/a	0	n/a	18	13/07/1972
<i>Pseudophryne semimarmorata</i>	Southern Toadlet	17	24/06/2014	21	21/05/2018	1	15/06/1989	2	24/04/1990	80	22/04/2015
<i>Pteropus poliocephalus</i>	Grey-headed Flying-fox	2	9/03/2014	4	10/03/2016	6	13/04/2019	9	5/04/2018	6	29/04/2010
<i>Pyrrholaemus sagittatus</i>	Speckled Warbler	4	1/01/1994	0	n/a	1	0/01/1900	0	n/a	2	14/04/1909
<i>Rostratula australis</i>	Australian Painted-snipe	1	28/11/1976	2	25/02/1993	3	25/11/2000	4	9/12/2008	0	n/a
<i>Saccolaimus flaviventris</i>	Yellow-bellied Sheath-tail Bat	0	n/a	1	1/04/1909	0	n/a	0	n/a	0	n/a
<i>Sminthopsis leucopus</i>	White-footed Dunnart	0	n/a	2	22/02/2012	0	n/a	0	n/a	68	26/01/2020
<i>Spatula rhynchotis</i>	Australasian Shoveler	90	21/05/2019	134	4/07/2019	214	25/06/2019	630	25/07/2019	217	29/02/2020
<i>Stagonopleura guttata</i>	Diamond Firetail	2	1/01/1994	0	n/a	1	0/01/1900	2	4/04/1990	1	17/04/1908
<i>Sterna striata</i>	White-fronted Tern	0	n/a	3	1/01/1994	0	n/a	2	20/10/2010	30	13/07/2019
<i>Sternula albifrons</i>	Little Tern	1	1/11/2018	0	n/a	1	1/07/1975	0	n/a	6	8/01/2018
<i>Sternula nereis</i>	Fairy Tern	2	20/09/1975	0	n/a	2	31/05/2018	0	n/a	27	29/06/1991

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		Records	Last record	Records	Last record	Records	Last record	Records	Last record	Records	Last record
<i>Stictonetta naevosa</i>	Freckled Duck	7	21/05/2019	10	4/02/2019	129	23/06/2019	230	23/06/2019	172	19/07/2019
<i>Stiltia isabella</i>	Australian Pratincole	0	n/a	0	n/a	0	n/a	0	n/a	1	1/01/1954
<i>Stipiturus mallee</i>	Mallee Emu-wren	0	n/a	0	n/a	0	31/05/2018	0	n/a	0	n/a
<i>Synemon plana</i>	Golden Sun Moth	1	0/01/1900	0	n/a	0	n/a	0	n/a	0	n/a
<i>Synoicus chinensis</i>	King Quail	0	n/a	0	n/a	0	n/a	1	0/01/1900	1	1/01/1977
<i>Temognatha sanguinipennis</i>	Jewel Beetle	1	4/08/2017	0	n/a	0	n/a	0	n/a	0	n/a
<i>Thalassarche carteri</i>	Indian Yellow-nosed Albatross	0	n/a	0	n/a	0	n/a	0	n/a	20	8/06/2019
<i>Thalassarche cauta</i>	Shy Albatross	0	n/a	1	1/01/1994	0	n/a	1	1/01/1980	26	25/09/2018
<i>Thalassarche chrysostoma</i>	Grey-headed Albatross	0	n/a	0	n/a	0	n/a	0	n/a	1	3/08/1979
<i>Thalassarche melanophris</i>	Black-browed Albatross	0	n/a	1	1/01/1994	1	13/09/1952	1	7/06/2010	83	25/07/2019
<i>Thinornis cucullatus</i>	Hooded Plover	0	n/a	0	n/a	0	n/a	0	n/a	1972	22/07/2019
<i>Todiramphus pyrrhopygius</i>	Red-backed Kingfisher	0	n/a	0	n/a	0	n/a	1	3/10/1993	0	n/a
<i>Tringa brevipes</i>	Grey-tailed Tattler	2	15/02/1992	1	18/10/1987	2	18/10/1987	0	n/a	7	10/02/1990
<i>Tringa glareola</i>	Wood Sandpiper	2	1/12/1980	22	20/04/2019	21	20/01/2019	136	10/02/2019	1	30/01/2003
<i>Tringa nebularia</i>	Common Greenshank	16	10/11/2018	53	11/03/2019	43	30/04/2019	47	2/02/2009	54	20/11/2010
<i>Tringa stagnatilis</i>	Marsh Sandpiper	2	27/11/2004	23	11/03/2019	16	16/09/2018	37	26/05/2018	4	2/05/1992
<i>Turnix pyrrhorthorax</i>	Red-chested Button-quail	0	n/a	0	n/a	0	n/a	1	15/02/2000	0	n/a
<i>Turnix velox</i>	Little Button-quail	0	n/a	0	n/a	0	n/a	1	0/01/1900	0	n/a
<i>Tursiops australis</i>	Burrnan Dolphin	0	n/a	0	n/a	0	n/a	1	8/02/2013	3	21/06/2020
<i>Tyto novaehollandiae</i>	Masked Owl	1	1/01/1961	0	n/a	0	n/a	0	n/a	0	n/a
<i>Varanus varius</i>	Lace Monitor	0	n/a	1	1/01/1973	0	n/a	1	9/08/1977	4	2/02/2012

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		Records	Last record	Records	Last record	Records	Last record	Records	Last record	Records	Last record
<i>Xenus cinereus</i>	Terek Sandpiper	0	n/a	0	n/a	0	n/a	1	1/01/1977	2	1/01/1977

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# 11. Appendix III. Community consultation results

## 11.1 Community conservation groups

### 11.1.1 Data gaps

Point Raised <small>Source</small> (Sources: <sup>1</sup> FBAP Workshop, <sup>2</sup> FBAP Survey, <sup>3</sup> CCC Survey)
The extent of koala habitat and their population size in Langwarrin South and Lower Sweetwater Creek is unknown
There is a lack of community knowledge around how indigenous and native ecosystems function, and some lack of respect for reserves
There has been extensive bird survey monitoring since 2004, with data in the Bird Atlas, however there is less monitoring data for other fauna
Long term surveys of species is required throughout Frankston City

### 11.1.2 Management drivers

Point Raised <small>Source</small> (Sources: <sup>1</sup> FBAP Workshop, <sup>2</sup> FBAP Survey, <sup>3</sup> CCC Survey)
The need to improve the overall quality and diversity of indigenous vegetation in reserves and parks to support local flora and fauna that are in decline <sup>1</sup>
The need to protect trees and increase tree cover on public and private land for fauna and bird habitat <sup>1</sup>
The fact that 70 per cent of koala habitat is on private land, therefore important to engage and educate with landowners to protect and increase tree coverage <sup>1</sup>
Protecting the last amount of remnant vegetation for indigenous flora and fauna <sup>1</sup>
Creation and preservation of wildlife corridors, healthy waterways and intact parcels of large vegetation to increase connectivity for wildlife <sup>1</sup>
Management of pest plants and animals to preserve and improve the quality of indigenous vegetation in reserves and parks <sup>1</sup>
Increase in Indian Mynas and Noisy Miners and reduction of smaller native bird species due to loss of vegetation from increased house density <sup>1</sup>
Ability for the bush to naturally recruit and maintain itself without dependency from Friends groups and contractors <sup>1</sup>
Council declaration of a Climate Emergency <sup>1</sup>
Protecting the 4,500 hectares of Frankston Green Wedge as a green wedge into the future <sup>1</sup>
Healthy waterways are key strongholds for climate change <sup>1</sup>
An average of 67 per cent of respondents use foreshores, bushlands, wetlands and recreational parks in Frankston City Council predominantly for the experience of being in nature <sup>2</sup>
71 per cent of respondents stated they were 'Extremely concerned' with the impacts of climate change on plants and animals <sup>2</sup>
82 per cent of respondents stated it is 'extremely important for Frankston City Council to ensure protection of the natural environment through all its activities <sup>2</sup>
The condition of our foreshores, waterways and wetlands have slightly improved over the past 10 years (78 per cent and 57 per cent agree respectively FBAP), therefore it is important to preserve and continue to improve these areas <sup>2</sup>

## Frankston Biodiversity Action Plan: Technical Report

### Point Raised <sup>Source</sup> (Sources: <sup>1</sup> FBAP Workshop, <sup>2</sup> FBAP Survey, <sup>3</sup> CCC Survey)

Over half respondents thought Frankston City Council could improve on the consideration of environmental impacts from proposed developments and awareness and planning for climate change (FBAP) <sup>2</sup>

The overall level of concern about climate change among survey respondents can be described as high <sup>3</sup>

The top climate change concern was a loss of biodiversity/flora and fauna, vegetation and habitat <sup>3</sup>

The most important area for Council to work in to address climate change is biodiversity and urban forests (planting more trees and creating more local green spaces for city greening and cooling) <sup>3</sup>

### 11.1.3 Issues

#### Point Raised <sup>Source</sup> (Sources: <sup>1</sup> FBAP Workshop, <sup>2</sup> FBAP Survey, <sup>3</sup> CCC Survey)

Fragmentation of vegetation from over-development and subdivision has seen remnant vegetation and hollowed trees removed reducing habitat for hollow nesting fauna and birds e.g. Coastal Banksias in Seaford <sup>1</sup>

Open Space Policy and uplift of lower storey has seen some important understory habitat and connectivity for small birds like Spine bills and Scrub Wrens and insects <sup>1</sup>

Increased use of lighting, both residential and at sport facilities, has a detrimental impact on biodiversity. An increased use of artificial turf and manufactured play surfaces is also detrimental to biodiversity <sup>1</sup>

Climate change increasing drought-affected vegetation (e.g. Common Heath) and in turn seeing die back and higher prevalence of weeds <sup>1</sup>

Poor crossing networks across Peninsula Link- created a wildlife barrier <sup>1</sup>

Increased human recreation usage of green spaces and parks due to COVID-19 has seen more disruption to wildlife and degrades habitat e.g. Bike jumps, goat tracks and litter <sup>1</sup>

Threats from feral species and pest animals like foxes, European bees and domestic pets in reserves damaging habitat and negatively impacting native wildlife <sup>1</sup>

Threats from invasive weedy grasses and woody weeds that are taking over good quality bushland <sup>1</sup>

Private landowners and developers removing vegetation and trees which reduces koala habitat <sup>1</sup>

Threatened or protected plants and orchids risk being removed through location tagging on plant ID platforms e.g. Australian Plant Atlas and i-Naturalist <sup>1</sup>

Lack of natural recruitment in Lower Sweetwater Creek due to mulching, weedy grasses, asparagus Fern and no digging from Southern Brown Bandicoot (SBB) <sup>1</sup>

Reduction in numbers of SBB, Echidnas, Snakes, Antechinus, Swamp rats <sup>1</sup>

Street trees being replaced by non-indigenous or sometimes even non-native species e.g. The introduction of Palms and Norfolk Island Pines <sup>1</sup>

Council Permits and Planning Department approving removal of trees and fences that impede wildlife movement <sup>1</sup>

Lack of funding for environmental work, Rangers and nursery workers <sup>1</sup>

Decreased water quality in waterways from erosion and poor riparian vegetation <sup>1</sup>

The amount of vegetation being removed from private property and for development has gotten worse (61 per cent agree) over the past 10 years, which has negatively impacted biodiversity corridors (45 per cent agree) and native wildlife habitat (49 per cent agree) and spread more environmental weeds and pest animals (46 per cent agree) <sup>2</sup>

## Frankston Biodiversity Action Plan: Technical Report

### 11.1.4 Opportunities

Theme				
Our community is connected with nature	Biodiversity is protected and enhanced	Wildlife habitats are connected	Biodiversity is resilient to climate change	Council's data is comprehensive
Identify private properties with high habitat value and work with them to protect and manage vegetation	Better training for contractors in indigenous flora and fauna	Contact Melbourne Water to discuss utilising water easements as biodiversity corridors	Habitat box projects to support ageing parrot populations and decreasing kookaburra populations	Importance of ensuring the GWMP gets approved as adopted
Encourage community engagement of all ages to get involved with local reserve or parks e.g. Scouts and guides, rotary clubs, Landcare network.	Koala be marked as a flagship species	Increase indigenous planting on nature strips – perhaps street challenges.	Replace Council's street tree planting of non-indigenous / non-native with indigenous trees for resilience in dryer climates and retention of water	Tighter planning schemes in place to reduce removal of trees, e.g. Greater protection of Coastal Banksias in Seaford
Enhanced maintenance and promotion of natural assets to increase tourism and enhance Frankston's coastal image as a desirable destination	Determine priority areas and species of weeds e.g. Grassy weeds at Lower Sweetwater Creek and Sweet Pittosporum and Sallow wattle in PV managed parks	Fauna passes, culverts, wildlife bridges, connectivity for wildlife. Specifically Peninsula link and Moorooduc (net cross overs and glider poles)	Collaboration between residents and Council to significantly increase the amount of trees and indigenous vegetation planted on both public and private land	Create a centralised record sightings platform on i-naturalists to collate existing and new data
Recognising George Pentland Botanic Gardens' potential to be an educational space to teach public about different EVC types, advice on planting, identifying flora and linking it to Frankston Environmental Friends Network (FEFN).	Continued funding and resourcing of environmental program and events like 'Gardens for Wildlife,' School planting days, Teacher Enviro Network (TEN), Greening our Future	Better understorey vegetation management by Council. Utilise open spaces for indigenous plantings instead of mowed grass	Prioritising tree planting in areas that experience increased urban heat and high pedestrian use	Continued monitoring of tree canopy cover and changes in land use on public and private land, in conjunction with the Urban Forest Action Plan
Education directed to bike groups and youth groups around importance of protecting vegetation and impacts of bike jumps and litter	Greater enforcement from compliance team around litter dumping, illegal wood collection and removal of trees from reserves and parks.	Council to harness unused pockets of land or open green spaces to plant out with indigenous vegetation and trees		Collaborate with adjoining councils to avoid isolated populations



## Frankston Biodiversity Action Plan: Technical Report

Theme				
Work with real estate agents and new residents to give home owners an environment package to inform on surrounding environment and how to care for it. Include resources on Gardens for Wildlife, Friends and other environmental groups, environmental weeds, reserves etc.	A 24hr cat curfew and enforcement of on-lead dog areas and education on why these measures are important.	Limit urban sprawl and focus development in already developed areas		Better collaboration and communication with Parks Vic in Frankston Res. And Langwarrin Flora and Fauna Reserve
Guidelines and restrictions on commercial and recreational activities in reserves so users understand the impact these activities can have.	Continued growth and advocacy for FEFN and wildlife carers. Continued encouragement of younger members, retirees, unemployed and mental illness	Strengthening the protection of identified wildlife corridors, strategically planning for new corridors and investing in purchase of land for protection of habitat, wildlife corridors and revegetation		Create a vision for Frankston City to be a coastal town that has high conservation values and leader in biodiversity protection and climate change action
Increase opening times and capacity at the Indigenous Nursery. Include information on Friends Groups and educational activities/workshops	Reduce plastic signs throughout parks as leads to litter			Consistent penalties for people removing vegetation and vandalising natural assets
Increased Ranger presence and education activities at Reserves during times of high use such as weekends and holidays.	Rate reduction or grants to incentivise conservation works on private property			Develop a 'Sense of Place' specific for Frankston featuring indigenous flora and fauna
Follow up planting days with a 'Wow, look at it now' type activity	Discourage planting of environment weeds in private properties while encouraging removal in those properties adjacent to Natural reserves.			Improve and promote monitoring of key species

## Frankston Biodiversity Action Plan: Technical Report

Theme				
Better engagement with Traditional owners and promotion of aboriginal land management through signage and aboriginal guided walks	Frankston City Council should also strengthen planning requirements and regulations for new developments with a focus of retaining vegetation and minimising environmental impact. Protect Green Wedge Zones and environmental overlays for future generations			
Develop a Frankston Environmental centralised hub for information, queries etc.	Reduce amount of litter in our reserves and waterways through signage and enforcement			
Frankston City Council can best protect and enhance biodiversity by providing grants for community groups to work on environmental projects that address biodiversity decline	Frankston City Council can best support residents in understanding and protecting biodiversity by providing advice and incentives to help people improve natural habitat on their properties and reduce biodiversity threats			
Education and removal of environmental weeds on private property and encouraging indigenous species especially adjoining to nature reserves				

## 11.2 Government agencies and other organisations

### 11.2.1 Data gaps

Point Raised
What is the per cent of native vegetation left in Frankston City?
Southern Brown Bandicoot (SBB) presence and threats in Frankston City

## Frankston Biodiversity Action Plan: Technical Report

Point Raised
Follow up on the installation of the Peninsula Link wildlife crossing
Access and collate Frankston City Council road kill data from community and Mornington Peninsula Shire Council (MPSC), investigate MPSC wildlife underpasses effectiveness
Investigation of herbicide usage in Frankston City
Effectiveness of different methods as alternatives to herbicide weed suppression methods
Current comprehensive list of flora and fauna in Frankston City Council
Loss or lack of local knowledge from changing contractors and Council staff
Inconsistent reporting in Council and sharing of data
Micro-biodiversity data
There is a lack of integrated biodiversity knowledge in planning and permit decisions

### 11.2.2 Management drivers

Point raised
Simultaneous conservation and fire management efforts to reduce fuel loads that are predominately weeds
Connectivity for wildlife between bushland areas and waterways
Creation of underpasses and wildlife crossings to reduce amount of wildlife being killed on roads
Greater engagement and stronger partnerships with Traditional owners and Bunurong Land Council and reduce barriers to cultural burning practices
Protecting vegetation and conservation efforts on private property from landowners
Better community health and food security
Appropriate development for biodiversity protection
Community education and engagement with biodiversity and appropriate fuel management
Collaboration between stakeholders for wide scale biodiversity planning and connectivity

### 11.2.3 Issues

Point raised
Political issues affecting changes to Green Wedge Management Plan and urban growth boundaries
Lack of consistent and uniformed Council reporting and continuation of staff knowledge
Inconsistencies in approaches to planning policies and permits – concerns that planning permit conditions not being enforced
Zoning conflicts resulting in development in vegetated areas and degraded land undeveloped
Climate change poses liability risk for developments and conservation efforts
Removal of bushland for bushfire overlay requirements
Frequent and hot planned burns in small reserves impacting SBB habitat
Inappropriate development e.g. Subdividing in bushfire or flood areas
First party offsets make local offsetting difficult
Disengaged broader community

## Frankston Biodiversity Action Plan: Technical Report

Point raised
Lack of consultation and engagement with Bunurong Land Council
High weedy fuel loads on private property
Lack of cooperation between key agencies for collective management of biodiversity

### 11.2.4 Opportunities

Theme				
Our Community Is Connected With Nature	Biodiversity Is Protected And Enhanced	Wildlife Corridors Are Connected	Biodiversity Is Resilient To Climate Change	Council's Data Is Comprehensive
Promoting and supporting Landcare as a community platform to share knowledge and engage landowners example of success in MPSC	Monitoring, measuring micro biodiversity with follow up conservation efforts – e.g. cryptogammic layers in DSHR and reintroduction of fungal biodiversity to soil	Frankston City Council to investigate MPSC approach to reducing road kill at Tootgarook Swamp and Browns Road	Dedicated Community Fireguard within Council to hold community and individual sessions with high risk landowners like Langwarrin woodlands	Climate change lawyer to examine and make recommendations on zoning and appropriate development
Grant and incentives scheme for landowners and subsidies on land management plans	Collaboration with CFA/FRV for a CFA biodiversity program – fire management and biodiversity priorities working symbiotically			Consistent centralised monitoring framework and reporting structure to ensure the efficient flow of knowledge and data between agencies and Council staff
Education on private property about weed and fire risks	National tree day 2021 – entirely solarisation			Stronger cooperation between stakeholders, especially between councils (CCC, MPSC, CoD) VicRoads, CMAs and State gov. to have a collective biodiversity plan with regular meetings and catch ups; bioregion collaboration, sharing of threats and knowledge, integrated pest animal large scale across peninsula, joint grant funding

## Frankston Biodiversity Action Plan: Technical Report

Theme				
Our Community Is Connected With Nature	Biodiversity Is Protected And Enhanced	Wildlife Corridors Are Connected	Biodiversity Is Resilient To Climate Change	Council's Data Is Comprehensive
Investigate and create successful MPSC educational resources and workshops like pollinator trail	Gardens for wildlife program in Schools			Analysis effectiveness of alternatives to herbicides e.g. manual, mass plantings for suppression – re-drawing boundaries for weed control – core areas, brushcutting
Dedicated Community Fireguard within Council community and individual sessions with high risk landowners				
Linking biodiversity with health promotion through connecting residents with access to locally grown food				
Examine Knox City Council model of engaging community with environment				
Targeted campaigns to disengaged schools and areas				
A virtual national park for areas that are ecologically connected				

## 11.3 Frankston City Council staff

### 11.3.1 Data gaps

Point raised
Identify unsealed roads so biodiversity issues are highlighted and assessed before roads are developed
Need layer in GIS for planted vegetation versus remnant vegetation
Internal processes identifying sensitive sites early in projects, ensure project implementation plans have environmental assessment, improvements in information flow

## Frankston Biodiversity Action Plan: Technical Report

Point raised
How well are native vegetation regulations being enforced and implemented– need for review on high value private land
Identify percentage of native vegetation outside the Green Wedge Zone and identify in which zones/overlays
Map and document water flow courses

### 11.3.2 Management drivers

Point raised
Community education
Appropriate planning controls
Incorporating biodiversity considerations into planning framework
Adequate funding for on ground management
Preservation of flora and fauna for future generation
Enhance and enrich environment for community enjoyment
Resilience against climate change
Acquiring and protecting high conservation private land
Science based goals – 30 per cent of EVC protected and restoration
Growing prevalence of weeds and pests
200 registered cultural sensitive sites– need for registered Aboriginal party consultation
Climate change projections and planning
Long term funding for environmental projects and reserves
Financial incentives for land owners for conservation efforts
Council's two new proposed offset sites in Frankston City– Studio Park and Wittenberg
Undeveloped road reserves providing habitat corridors
Promotion of Frankston flora and fauna species e.g. Micro bat and powerful owl surveys and positive conservation efforts
Protect foreshore and other high conservation sites
Biolinks between key habitat areas
Reduce wildlife road kill

### 11.3.3 Issues

Point raised
Development and urban growth fragmenting and reducing biodiversity
Degradation and loss of habitat on private property
Conflicting biodiversity and planning priorities
Removal of trees
Loss of flora diversity
Waste in environment
Lack of available land for revegetation and conservation efforts
Ongoing maintenance cost of revegetation sites

## Frankston Biodiversity Action Plan: Technical Report

Point raised
Lack of resources and funding
Natural areas viewed as resource not a valuable asset to protect
Lack of understanding for ecosystems and individuals lifestyle impacts
Lack of support or awareness of biodiversity
Fragmentation of habitat from developers clearing vegetation
Perceived cost/benefit of developing versus preserving land
Zoning conflicts resulting in development in vegetated areas and degraded land un-developed
Removal of quality bushland for bushfire overlay requirements
Lack of funding and resources
Climate Change – coast likely to be inundated by 2100
High visitation and misuse of reserves by bush kinders have resulted in degradation of some sites
Difficulty engaging youth in volunteer days and environmental groups
Consistency throughout whole of Frankston City Council
Keeping offsets within Frankston City Council and requirements for new offset within Frankston City Council sites too restrictive
Langwarrin South and Frankston becoming isolated with little wildlife corridors
Some EVCs restricted to private land
Westernport Highway upgrade posing a risk for vegetation and wildlife

### 11.3.4 Opportunities

Theme				
Our community is connected with nature	Biodiversity is protected and enhanced	Wildlife corridors are connected	Biodiversity is resilient to Climate Change	Council's data is comprehensive
Partnerships with educational institutions and community groups– similar program to Green Army, Citizen science programs	Incentive schemes or rate rebates for landholders to retain and improve habitat values– examine Yarra City Council ribbons of green program	Increasing undergrowth and replanting of open space	Council planting resilient species adaptable to impacts climate change	Link BAP with other Council strategies, urban design, plans and policies e.g. 10 year long term infrastructure plan crossed referenced with BAP
Increased capacity of indigenous nursery offering discounted and free plants	Council land acquisition of conservation properties for protection of vegetation and offsets	Revegetation of Melbourne Water easements for habitat and community experience	Minimum amount of green space for new developments, support for Green Buildings	Council with clear direction and unanimous stance on climate and biodiversity objectives



## Frankston Biodiversity Action Plan: Technical Report

Theme				
Our community is connected with nature	Biodiversity is protected and enhanced	Wildlife corridors are connected	Biodiversity is resilient to Climate Change	Council's data is comprehensive
More all ability access paths in reserves	Measurable goals e.g. Restore x hectares	Protect wetland and improve water availability and quality- leaving open drains for animals	Low maintenance climate resilient plantings ( <a href="http://woodymeadow.unimelb.edu.au">woodymeadow.unimelb.edu.au</a> )	Greater consultation with registered Aboriginal party (BLC)
Written agreements or policy with bush kinder and childcare centres 'nature play guidelines' – see Darebin C for example	Species management plans for threatened and endangered species and sufficient resourcing	Investigation into a Halls Rd bio link		Partner with DELWP, State Gov, Parks Vic, Education, business, volunteers groups, Aboriginal and Torres Strait population.
Public awareness campaign to minimise impacts in reserves and wildlife with electronic signage, speed monitoring and social media e.g. koala	Ecological restoration and habitat corridor plan and goals	Working with VicRoads for the creation of more fauna crossings and consideration of future developments effects on biodiversity		Simplified and consistent data collection and storage which is easy to access and understand
Dedicated Council education officers to work with schools and kinder to develop programs with schools about biodiversity and waste minimisation	Continue funding and resourcing of Gardens for Wildlife	Repurpose old quarry as a park or gardens		Ensure that planning zones and urban growth boundary and BPA are shown on biodiversity mapping
More funding for social media like Frankston City Council Enviro Facebook page	Strategic approach to managing wildlife in residential areas	Develop a drainage strategy through identifying natural depression in landscape- opportunities to develop wetlands, culverts under road/natural depressions, conservation on water courses through private property		Proactive ambitious environmental planning

## Frankston Biodiversity Action Plan: Technical Report

Theme				
Our community is connected with nature	Biodiversity is protected and enhanced	Wildlife corridors are connected	Biodiversity is resilient to Climate Change	Council's data is comprehensive
Community Panel and other consultation with Nairn Marr Djambana have identified having a nature trail with explanation of indigenous plants and how these are / were used, and their cultural importance	Representations to the state the offset system is too restrictive. Investigate DELWP 'off-loading' Crown-land to Council for offset opportunities	Establish corridors on perimeters of reserves such as Jubilee Park etc.		
QR codes in reserves and parks with links to information on animals and plants	Opportunities in Langwarrin South to create linear wetland links	Installation of more habitat boxes in residential areas		
Investigation into 'Social pinpoint' to improve citizen science data and community engagement				
Harness the potential of Frankston as an eco-tourism destination				
Individual events instead of ongoing events that require less commitment				
Enhance George Pentland Botanic Garden potential as an education resource and to show case Frankston's EVC				
Collaborate with mental health providers and Frankston Hospital				

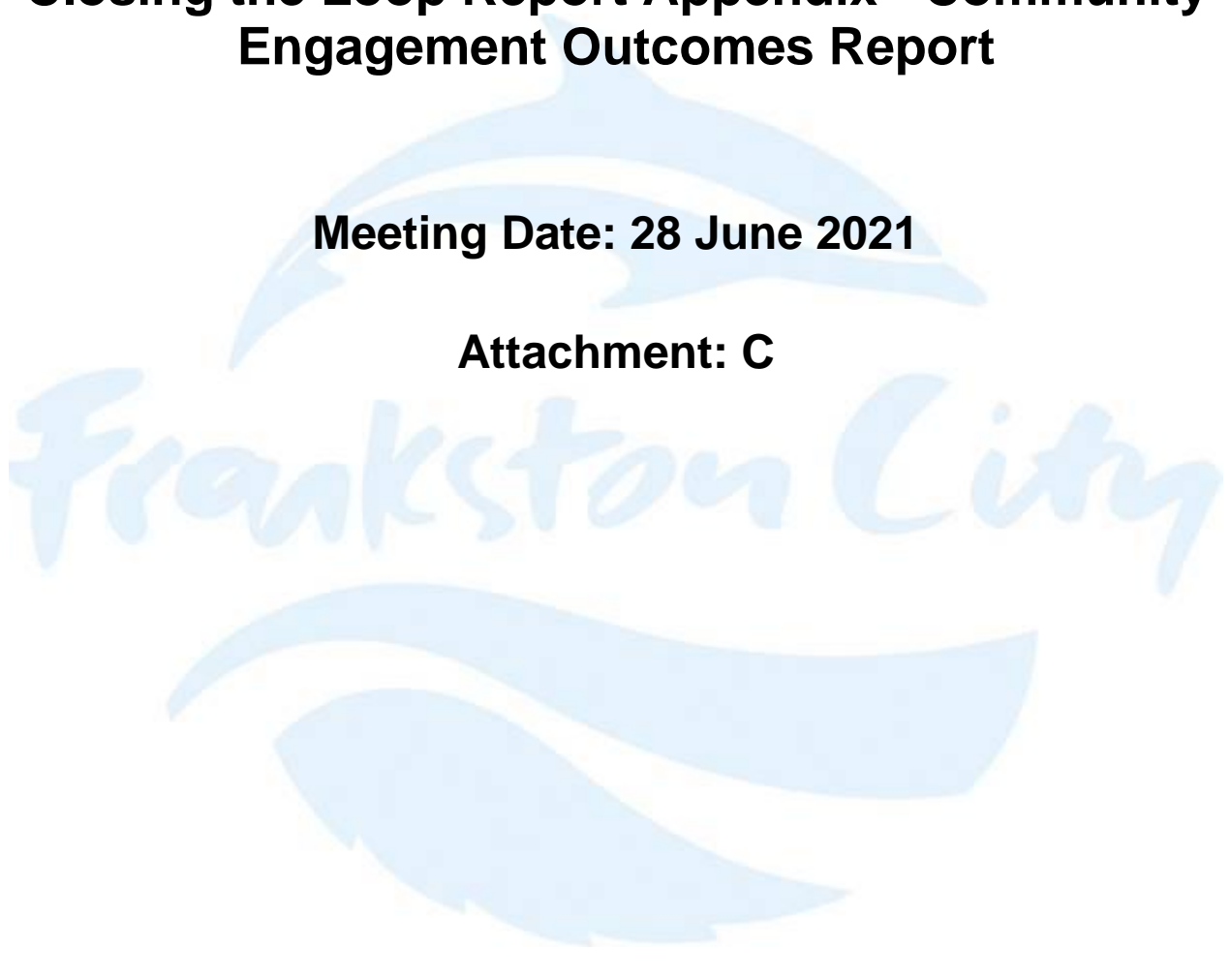
## **Consideration of Reports of Officers**

### **ADOPTION OF THE FRANKSTON CITY COMMUNITY VISION 2040**

#### **Closing the Loop Report Appendix - Community Engagement Outcomes Report**

**Meeting Date: 28 June 2021**

**Attachment: C**





# Frankston City 2040

## COMMUNITY ENGAGEMENT OUTCOMES REPORT

June 2021



# Executive Summary

## Overview

Between August 2020 and May 2021, Frankston City Council undertook a rigorous community engagement program to develop the Frankston City 2040 Community Vision and Council Plan 2021-2025. The Frankston City 2040 sets the community's vision, key aspirations and priorities that the Council and the community will work towards to deliver the shared future.

All Victorian councils must develop a community vision statement as set out in the Local Government Act 2020. The results of this community engagement program will help to directly inform the development of Frankston City Council's key plans:

- Frankston City 2040 Community Vision
- Council Plan 2021-2025 (inclusive of Municipal Health and Wellbeing Plan)
- Long Term Financial Plan 2021-2031
- Annual Budget 2021-2025 and Revenue & Rates Strategy 2021-2025.

There are four stages of engagement in this project:

- Stage 1: August to September 2020 – Open consultation with the whole community (Mixed Method)
- Stage 2: November to February 2021– Deliberative engagement with a representative Community Panel (Online Workshops)
- Stage 3: April to May 2021 – Public exhibition of the Draft Community Vision 2040 with the whole community (Online, Targeted Conversations)
- Stage 4 May 2021 – Re-convening of the Community Panel (Online Workshop).

Each stage builds on the previous stage, both in the data collected and the intensity of engagement. Outcomes from this engagement program will inform all of Council's key plans.

Stages 1, 2 and 4 were delivered online to ensure community members were kept safe during the 'stay at home directive' during the COVID-19 pandemic.

Engagement activities delivered during Stage 1 consisted of online engagement platform using Social Pinpoint, online workshops, targeted community workshops (including youth), children's activity, online survey, telephone interviews, ideas wall, Facebook posts and a Facebook Live.

Engagement activities delivered during Stage 2 consisted of six community panel workshops, each workshop run for either two or three hours in duration.



Engagement activities in Stage 3 were delivered by Frankston City Council and consisted of online survey and targeted conversations with stakeholder groups. See Attachment 1 Community Engagement Summary Public Exhibition.

An online workshop was delivered in Stage 4.

### Key Findings

- During Stage 1, a total of 1293 contributions were received from people who live, work, study or visit Frankston City who participated in various engagement activities. Summarised below are the key findings from Stage 1 in priority order.
  - Frankston community most values the coastline and marine life and use of foreshore and beach; they also value access to open space and protection, enhancement of biodiversity. Across both areas, the Frankston community hope this access and enjoyment won't change.
  - By 2040, the Frankston community hopes the Frankston Major Activity Centre and public space will be revitalised. This includes strengthening the economy, through diverse industry and local businesses.
  - By 2040, the Frankston community's big wish for Frankston is that there are greater opportunities for social connection through events, facilities for meeting and services to support the community.
- During Stage 2, 46 participants were recruited to the Frankston City 2040 Community Panel from an expression of interest of 180 people. This group delved deeper into the community aspirations and priorities and arrived at a community vision for Frankston City 2040 and the short-term and long-term priorities to achieve this vision, which will be used to assist with the development of the Council Plan 2021-2025.
- At the end of Stage 3, 19 panel members reconvened to discuss feedback collected through the Public Exhibition period and decide, what changes they (if any) they would make to the vision, aspiration and community priorities as a result.

#### Here are some direct community comments:

"I wish for Frankston to be fully inclusive of all races, ages and abilities and that we can take climate action together."

"A vibrant city space with more events and activities."

"Frankston CBD to be a safe, active and vibrant centre for commerce, shopping and dining."

"A bustling tourist hotspot, famous for sports, culture, arts, environmental forerunner and positive community."

"A stunning natural environment that is appreciated and cared for and used by residents and is a well-managed tourist destination."





"A sustainable environment that encourages healthy lifestyles and reduces its carbon footprint to lessen climate change."

"The main city centre of Frankston will be revitalised. It will be a beautiful, safe, inclusive social hub where all people will want to come and enjoy hospitality and a great community atmosphere. The city centre will feel safe and inclusive for all."

"More footpaths, more bike paths. Gardens designed for our ageing population."





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# 1. Introduction

Conversation Caravan was engaged by Frankston City Council to design, deliver and evaluate an engagement approach to consult and collaborate with community and stakeholders on the preparation of Council's key plans:

- Frankston City 2040 Community Vision
- Council Plan 2021-2025 (inclusive of Municipal Health and Wellbeing Plan)
- Long Term Financial Plan 2021-2031
- Annual Budget 2021-2025
- Revenue & Rates Strategy 2021-2025.

This report sets out the future vision and aspirations for the community for a 20-year period and describes priorities that define future success. The Frankston City 2040 Vision and the information collected as part of this process, will help to inform subsequent Council Plans and strategies.

## Purpose of the engagement is to:

- Seek input from the community and stakeholders to gain a deeper understanding of the key local issues that are important to the community along with the community's aspirations for the future of the municipality.
- Involve the community in Council's decision-making process to ensure the wider community needs and aspirations are considered in Council's strategic policies and plans.
- Gain honest and meaningful feedback from a cross-section of the community.
- Build the experience of Council Officers through the delivery of a deliberative engagement process.
- Meet Council's requirements to deliberate on key plans as advised through the Local Government Act 2020.

## 1. 1 Process to engage across Council's key plans

The Frankston City 2040 Community Vision and priorities were developed through deliberative engagement and will inform the Council Plan 2021 - 2025, Municipal Health and Wellbeing Plan 2021 - 2025 (to be integrated into the Council Plan), Long Term Financial Plan 2021 - 2031, Annual Budget 2021 - 2025 and Revenue & Rates Strategy 2021 - 2025.

Council will use this information to deliver services, programs and infrastructure in line with community aspirations and expectations through departmental work plans.



As this is the first time Council has used deliberative engagement to develop its Community Vision and corporate plans, deliberation will occur at Stages 2 and 4 at the IAP2 level of engagement: Collaborate.

There are three stages of engagement in this project, each stage builds on the previous stage, both in the data collected and the intensity of engagement. Outcomes from this engagement program will inform all of Council's key plans. The three engagement stages are:

- Stage 1: August to September 2020 – Open consultation with the whole community (Mixed Method)
- Stage 2: November to February 2021– Deliberative engagement with a representative Community Panel (Online Workshops)
- Stage 3: April to May 2021 – Public exhibition of the Draft Community Vision 2040 with the whole community (Online, Targeted Conversations)
- Stage 4 May 2021 – Re-convening of the Community Panel (Online Workshop).

## 1.2 Purpose of this report

This report summarises the key themes from Stage 1 the community consultation and presents the final panel report for Stage 2.

The findings from this report were used to inform the work of the Community Panel in Stages 2. It will also be released to the broader Frankston City community including those that participated previously.

## 1.3 What we knew before we started

Prior to consulting on this project, a review of the plans and associated research was reviewed to identify community issues and priorities:

- Council Plan 2017 - 2021
- Community Plan 2017 - 2021
- Health and Wellbeing Plan 2017 - 2021
- Economic Development Strategy 2016 - 2022
- Greening Our Future: Environment Strategy 2014 – 2024.

From this review we can determine what remains a priority for the community, what are emerging priorities and what is no longer a priority. Please refer to Appendix 1 to review a more detailed context review.

### Areas that were, and remain highly valued

- Foreshore and green spaces as key community assets.
- Revitalisation of the city centre continues to be a key community priority.



- Protection and sensitive development of the foreshore.
- Support for business and the local economy.
- Need for accessible and inclusive public infrastructure and amenities.
- Improvement to support recreation and exercise walking and cycling.
- Community interest in free and low-cost public events.
- Public art and eclectic street art culture.

#### Areas that were, and are still a priority

- Land use planning which balances community needs with the protection of the environment and open space.
- A shortage of social and affordable housing in the area; the need to advocate for more social and affordable housing.
- High rates of unemployment.
- High commercial vacancy rates in the Frankston Metropolitan Activity Centre (FMAC).
- Frankston's undeserved reputation; desire to improve Frankston's reputation.
- Advocacy for improved public transport and public transport infrastructure.
- Environment and sustainability to be a factor in all Council decision making.

#### Areas that have improved

Community safety was seen previously as a community issue. In previous engagements it was raised as an area for improvement, however, in current engagement, there is an almost equal balance of comments about feeling safe in public and needing to do more work in this area.



## 2. Methodology

Engagement with general community members took place from 17 August to 18 September 2020, with the Frankston City 2040 Community Panel deliberating from mid-November 2020 to late February 2021. Engagement activities were designed online around current COVID-19 safety advice.

### 2.1 Engagement Process Overview

There are three stages of engagement in this project, each stage builds on the previous stage, both in the data collected and the intensity of engagement. Outcomes from this engagement program will inform all of Council's key plans. The three engagement stages are:

- Stage 1: August to September 2020 – Open consultation with the whole community (Mixed Method)
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- Stage 4 May 2021 – Re-convening of the Community Panel (Online Workshop).

Below is an outline of the rationale and overall methodology for each stage of the engagement program.

#### Stage 1: Open consultation with the whole community, 17 August – 18 September 2020

**Purpose:** To explore what matters most to the community to identify the community's key priorities and aspirations for the future. To invite interest in the project and raise curiosity, and to profile why this project is important and ways to participate.

**Key Input:** Key plans of Council and previous research to inform our understanding

#### Desired Outcome:

- Report providing an analysis of the community and staff engagement
- Data and high-level community themes to inform the deliberative Community Panel
- Interested members for Community Panel.

#### Engagement Method:

- Online engagement platform using Social Pinpoint



- Survey (online, print and phone)
- Online community workshops (3)
- Targeted discussions (5)
- Online engagement through Ideas Wall tool
- Children's activity.

**Key Engagement Questions:**

- What do you value about the Frankston area and community?
- What do you hope won't change about the Frankston area and community over the next 20 years?
- When you imagine the Frankston area and community in 2040, what do you hope has been improved?
- What is your wish for what the Frankston area and community will be like in 2040?

**Stage 2: Deliberative engagement with a representative Community Panel, 21 November 2020 – 20 February 2021**

**Purpose:** To consider community feedback and establish a Community Vision, aspirations, short-term and long-term priorities to deliver the community vision and assist with the development of the Council Plan 2021-2025.

**Key Input:** Stage 1 community engagement report; key information relating to the role of Council; discussion guides; and statistical information on the Frankston City community today in 2020 and in 2040.

**Desired Outcome:**

- Community Panel Report detailing the vision, aspirations, short-term and long-term priorities.

**Engagement Method:**

- Online community panel workshops (6).

**Key Engagement Questions:**

- What is our community's shared vision for Frankston City 2040?
- What are our community's priorities?
- What should Council prioritise in the short term (4 years) and long term (10 years)?



### Stage 3: Public exhibition of the Draft Community Vision 2040 with the whole community

**Purpose:** To test the Draft Community Vision 2040 to determine if it had captured the broader community's values and aspirations for the future of our municipality, and to determine if there were any elements that had been missed, needed to be added or explained more clearly.

**Key Input:** Draft Community Panel Report detailing the vision, aspirations, short-term and long-term priorities.

**Key questions:**

- Does the vision statement represent our community's values and aspirations for the future of the Frankston City area and community?
- Is there anything that is missing, needs more detail or not clearly explained?

### Stage4: Re-convening of the Community Panel 25 May 2021

**Purpose:** To allow the panel to strengthen and finalise the Community Vision 2040.

**Key Input:** Stage 3 community engagement report as well as the Community Panel Report detailing the vision, aspirations, short-term and long-term priorities.

**Desired Outcome:**

- Refreshed Community Panel Report detailing the vision, aspirations, short-term and long-term priorities.

**Engagement Method:**

- Online community panel workshops (1) non mandatory session outside the official term of the panel.

**Key Engagement Questions:**

- Does this feedback strengthen or make the work of the panel clearer?





## 2.2 Engagement method detail

### Stage 1 Engagement Techniques

Detailed are the engagement techniques used for Stage 1.

#### Survey

The survey was available online and available to download and print. Requests could also be made to have a printed survey posted in the mail. Council staff conducted surveys by telephone, including with Home and Community Care clients who had volunteered to participate in engagement activities. The survey asked participants for some demographic information including gender, age, place of residence, place of business and country of birth.

The first set of questions presented the key engagement questions and allowed a free text response.

The second set of questions asked participants to reflect on their priorities and aspirations for the future of the Frankston area and community, and answer questions relating to the environment, services, wellbeing and economy by selecting answers from a list (selecting all that apply). Each question had an "other" option which allowed the participant to insert free text with their response.

#### Online Workshops and Targeted Conversations

The online workshops and targeted conversations were designed to obtain feedback on the four main engagement questions listed above in section 2.1. The online workshops and youth targeted conversations were facilitated by Conversation Caravan and Frankston City Council project staff, which provided an opportunity to delve deep into participants' responses.

Participants were provided information about the stages of the project and a presentation from Council staff outlining demographic information about Frankston City currently and predictions for 2040 in terms of population, housing and growth areas.

Targeted conversations were facilitated with the following groups:

- Youth Council
- General youth workshop
- Disability Inclusion and Access Committee
- Nairn Marr Djambana
- Age Friendly Ambassadors



### Social Pinpoint Ideas Wall

Participants were invited to post a response to abbreviated versions of the four key engagement questions. These posts appeared on a wall of ideas where others could up/down vote or enter a discussion by commenting on a response.

### Children's Activity

A worksheet was designed to ask primary school children to draw a picture of what they wish Frankston City will look like in 2040. They were also asked what they love about Frankston City, their wish for Frankston City 2040, what needs to be made better and what they want to keep for the future. The worksheet was available to download from the Social Pinpoint project page. Council staff promoted the activity to primary schools in Frankston City.

### Facebook Posts and Live

Frankston City Council and Conversation Caravan promoted the project and engagement activities through Facebook. A Facebook live was also delivered by Conversation Caravan on the 9<sup>th</sup> of September 2020 to ask the community their wish for Frankston City 2040. Through Facebook there was a reach of 29,503 and 2,055 engagements. The sentiments for the posts and live were positive and constructive.

### Stage 2 Engagement Techniques

Detailed are the engagement techniques used for Stage 2.

### Online Community Panel Workshops

A key component of the project and requirement of the *Local Government Act 2020* was to engage the community in the deliberation of the Community Vision and Council Plan priorities. A deliberative approach can be described as a process of thoughtfully weighing up options, emphasising the use of logic and discussion as opposed to power struggle. Group decisions are generally made after deliberation through a vote of consensus of those involved.

Recruitment of the Panel was handled independently by Deliberately Engaging. An invitation was posted to every household in Frankston City, from here 180 expressions of interests were received and 46 residents appointed to the Community Panel.

The Frankston City 2040 Community Panel attended six online workshops, ranging from two to three hours in duration. Each workshop built on the information of earlier workshops and focused on a particular area of community interest.

### Section 1: Understanding their role and building trust

The first part of the workshop program was focused on panel members understanding their role, the work of local government and creating trust in each other and in Council. Workshop sessions in this section were:



- **Workshop 1: Saturday 21 November 2020, 10:00am - 1:00pm:**
  - **Part 1 Building the foundations for Group Work:** Discussion the group's role, the role of Council and how the outputs will be used by Council.
  - **Part 2 Frankston City Council's role:** High level look at the levels of state and federal government and the role of local government. Introduction to integrated planning and how the Community Vision will be used to inform the work of Frankston City Council.
  - **Part 3 Frankston City Today:** Social research presentation to highlight the Frankston City community of 2020; work through findings from the consultation that relate to today, value, keep and everyday improvements.
- **Workshop 2: Tuesday 1 December 2020, 6:30pm - 8:30pm:**
  - **Part 4 Frankston City 2040:** Social research presentation to highlight the likely Frankston City community in 2040; work through findings from the consultation that relate to the future, wish and more complex improvements.
  - **Part 5 Consolidating what we've heard:** High level consideration of the community vision, with a focus on the intent. Consolidating all we have learnt, heard and experienced of Frankston City. What does our community want to experience more of? What pain do they want to avoid? What is going to be our biggest obstacle? What focus would do both?
- **Workshop 3: Saturday 12 December 2020, 10:00am to 1:00pm:**
  - **Part 6 Imagining the future:** Presentation by futurist Stephen Yarwood to excite and entice participants to think more broadly about what is possible for the future of Frankston City 2040.

## Section 2 Working through broad areas of focus

The second part of the workshop program was spent working through six broad discussion topics. Time was spent at each meeting listening to an expert speaker from Frankston City Council talking about Council does currently or has planned and what the community priorities were through the Stage 1. A discussion about the aspirations and priorities for each theme were deliberated within smaller groups.

Prior to attending each workshop participants were given a comprehensive Discussion Guide on each topic. Refer to Attachment 2 to see the compiled Discussion Guides.

Workshop sessions in this section were:

- **Workshop 3: Saturday 12 December 2020, 10:00am to 1:00pm:**
  - Topic 1: Advocacy, governance and innovation
  - Topic 2: Natural environment and climate action.



- **Workshop 4: Saturday 30 January 2021, 10:00am to 12:00pm:**
  - o Topic 3: Healthy families and communities
  - o Topic 4: Vibrant and inclusive communities.
- **Workshop 5: Tuesday 9 February 2021, 6:30pm to 8:30pm:**
  - o Topic 5: Industry, employment and education
  - o Topic 6: Connected places and spaces.

### Section 3 Deliberating on the vision and priorities

The third part of the workshop program was focused on refining the vision, themes, aspirations and short-term and long-term priorities. This fast paced session was held on:

- **Workshop 6: Saturday 20 February, 2021 10:00am to 1:00pm:**
  - o Deliberating on the Frankston City 2040 Vision.
  - o Deliberating on the aspirations and priorities across the six discussion topics.

### Section 4 Strengthening the vision and priorities

The final part of the workshop program was focused on refining the vision, themes, aspirations and short-term and long-term priorities as a result of feedback collected through the public exhibition period. This workshop was not compulsory for panel participants to attend. This session was held on:

- **Workshop 7: Tuesday 25 May, 2021 6:15 pm to 8:45 pm:**
  - o Refining and deliberating on the Frankston City 2040 Vision.
  - o Refining and deliberating on the aspirations.
  - o Review of the priorities across the six discussion topics (four topics done during the workshop, two topics covered via an online survey).

## 2.3 Strategies to support participation

Community participation was supported through the following initiatives across all stages:

- **Communications Campaign:** Run through Frankston City Council and Conversation Caravan. Included promotion on Council's corporate channels and social media as well as installation of signage in prominent places across the Frankston City community.
- **Dedicated Project Page:** A dedicated project page was created on both Council's corporate website and via Social Pinpoint to provide a consistent location for the community to access information and participation via the engagement activities (survey, ideas wall).



Community participation was support through the following initiatives across Stage 1:

- **Phone Surveys and Hard Copies:** Calling or providing a hard copy survey to participants without access to a personal handheld device or the internet. Phone surveys were held with a range of residents, including Home and Community Care clients who had volunteered to participate in engagement activities.
- **Leveraging Council's Connections:** Council Officer connections used to increase uptake and participation in the project. Family Health Support Services helped to distribute the children's activity; Youth Services facilitated two workshops with the Youth Council and general youth population. The Policy, Planning and Environmental Strategies Department facilitated conversations with special interest groups and advisory committees.
- **Incentivisation:** Incentives were used in the form of a prize draw for participants completing a survey; attendee voucher for young people who attended the general youth workshop online; and a prize for schools that participated.

Community participation was support through the following initiatives across Stage 2:

- **Direct mail:** All Frankston City households received an invitation to nominate for the Community Panel.
- **Training on online tools:** People that required additional support using online meeting tools like Zoom and DropBox were invited to attend a training session.
- **Dedicated Panel Information Folder:** Panel members had access to a DropBox folder that contained all of the necessary information to undertake their role and discussions on the panel.
- **Member reminders:** Panel members with additional needs were assisted to participate through additional reminder phone calls.
- **Participant homework club and activities:** To support participants to engage in the group discussions we sent reading materials and activities for completion at least a week in advance of the meeting.
- **Summer break phone call:** Prior to the first January meeting all active panel members were given a phone call to touch base, build a relationship and remind them of the next workshop.
- **Meeting absence grace:** Participants were able to miss up to two workshops and still remain in the group, under the instruction that they needed to make up the homework and reading.
- **Morning tea (hosted by Frankston City Council):** An opportunity for participants to meet in person, and celebrate with a morning tea.





## 3. Who Participated?

Demographic data such as gender, age, place of residency was not obtained across all engagement activities. Participants had a choice to provide or not provide this information. Where it was collected and recorded, it is presented. This decision was made by Frankston City Council as a way to remove potential barriers to participation.

### 3.1 Participation in Stage 1

A total of 1293 comments were received in Stage 1 of this project. Comments came from 459 participants. Diagram 1 shows the breakdown of participation and reach across the engagement activities.

**Diagram 1: Participation and Reach Across Stage 1**

<b>3 Online Workshops</b> 32 participants 183 comments received	<b>5 Targeted Conversations</b> 34 participants 209 comments received	<b>Children's Activity</b> 10 schools participated 63 worksheets received	<b>Online Survey</b> 209 surveys completed
<b>Ideas Wall</b> 121 ideas contributed	<b>Social Pinpoint Page</b> 1613 unique visits	<b>7 Facebook Posts</b> Reach 22,759 670 positive engagements	<b>1 Facebook Live</b> Reach 6,744 1,385 positive engagements

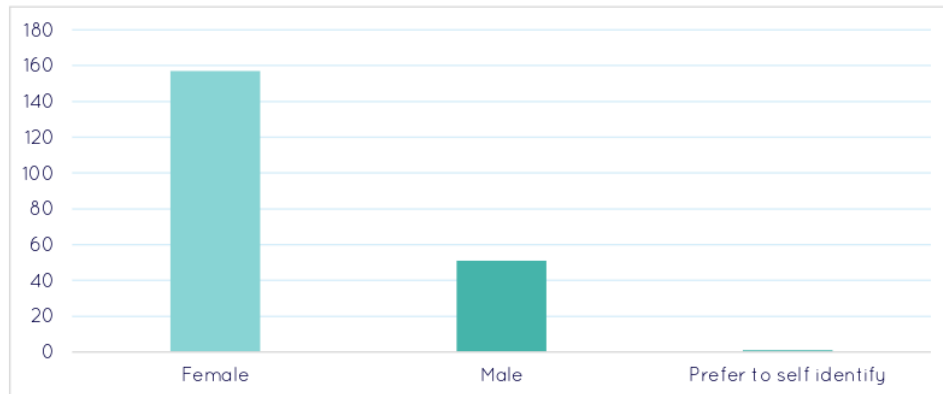
### 3.2 Age and Gender Stage 1

Of the 209 surveys completed, 157 (75%) identified as female, 51 identified as male and 1 person self-identified. This is not reflective of the demographics of the Frankston City municipality, with 51.2% females and 48.8% males (2016 Census Quick stats Frankston). See Diagram 2.

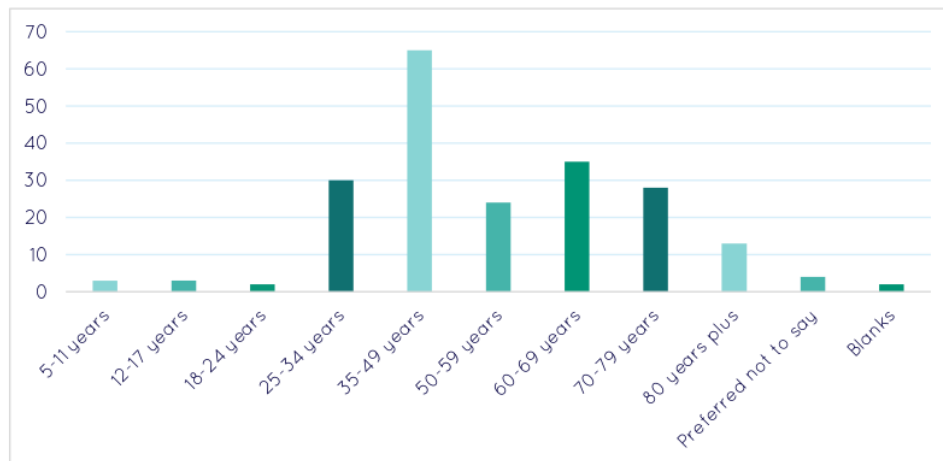
Participation from the 35 – 49 years age bracket was highest with 65 participants (31%), and this age bracket makes up 21% of the Frankston City population (2016 Census Quick stats Frankston). Participants aged between 5 – 24 years had the lowest participation in the survey at 3.8% however, this does not include children and youth engaged during the targeted conversations and children's activity. See Diagram 3.



**Diagram 2: Online Survey Demographics - Gender**



**Diagram 3: Online Survey Demographics - Age**

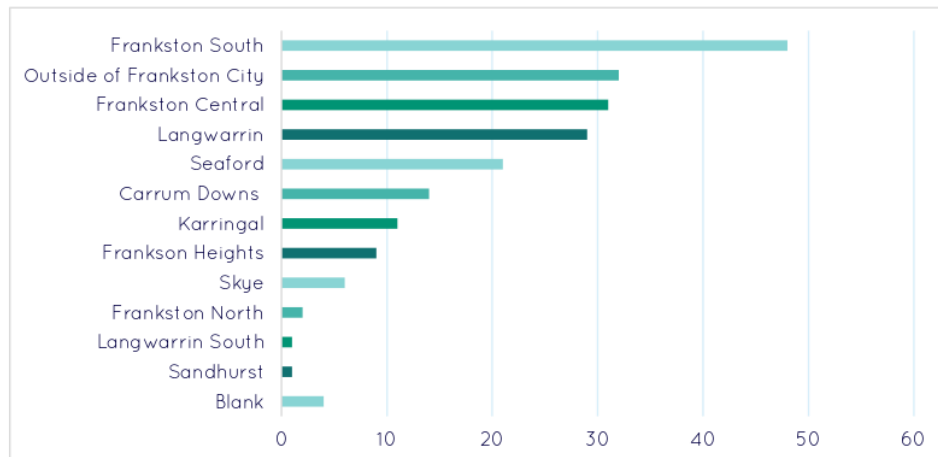




### 3.3 Local Areas and Place of Birth Stage 1

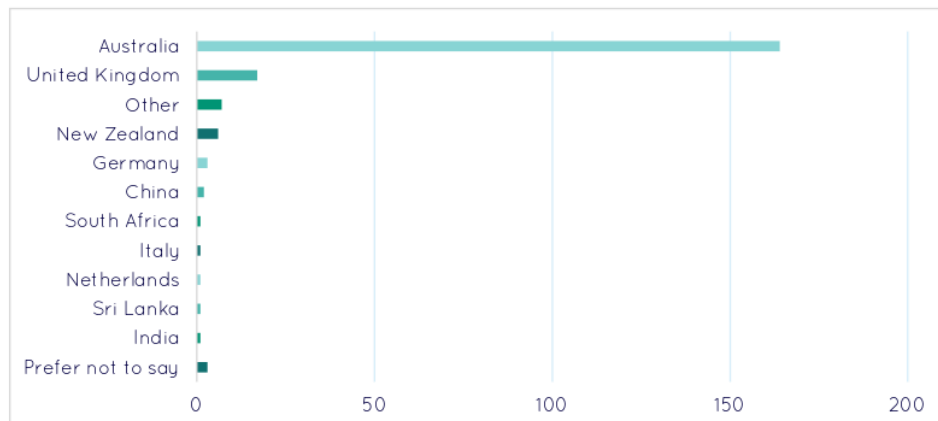
Of the online survey respondents that recorded where they lived, 48 participants lived in Frankston South, followed by 32 participants outside of Frankston City and 31 participants from Frankston Central. Participants from Langwarrin South and Sandhurst had the lowest representation at one participant each. See Diagram 4.

**Diagram 4: Online Survey Demographics – Local Areas**



Participants were asked where they were born, 164 reported they were born in Australia, followed by 17 participants being born in the United Kingdom. This is on par with demographic data for Frankston City with 71.5% of Frankston City residents being born in Australia, followed by 5.6% born in England. See Diagram 6.

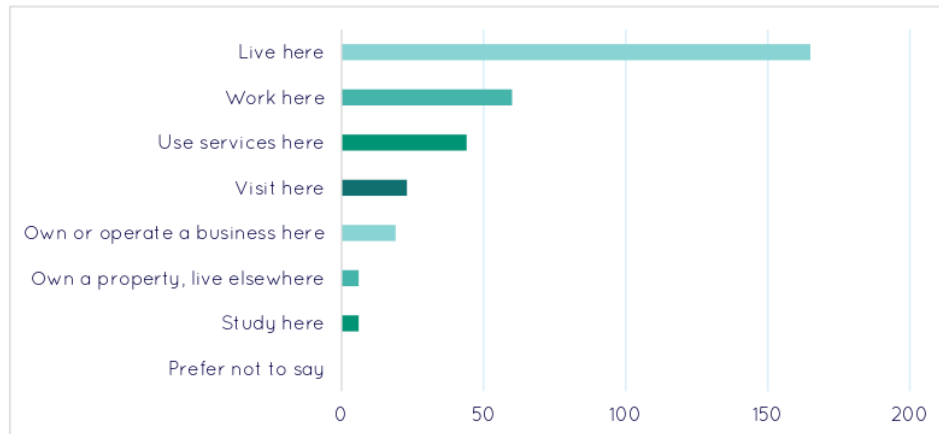
**Diagram 5: Online Survey Demographics – Place of Birth**



### 3.4 Connection to Frankston City

Survey participants were asked about their connection to Frankston. Out of 209 respondents, 173 lived in Frankston City and 32 lived in other areas. This may indicate interest in the project from visitors or people who travel to work in Frankston City. 18 respondents had a business based in Frankston, with 6 of those being in Central Frankston. See Diagram 6.

**Diagram 6: Connection to Frankston City**

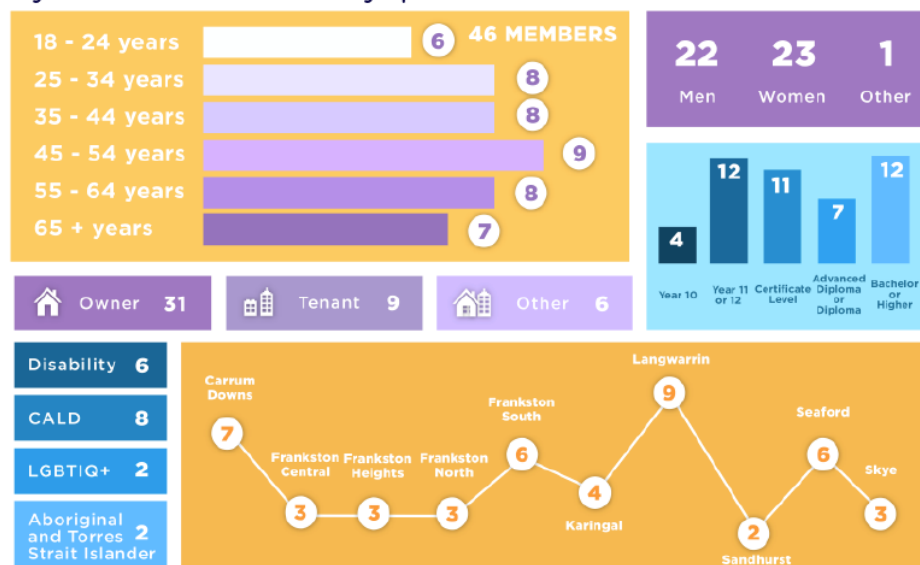


### 3.5 Panel Member Demographics Stage 2

Panel members were recruited independently by consultant Deliberately Engaging to reflect the demographic makeup of Frankston City using a stratified sampling approach. Registration was open from 18 September and closed at midnight on Sunday 18 October. A total of 180 nominations were received, with 46 people recruited. Diagram 7 shows the demographic makeup of the panel across age, gender, house tenure, location, education and identification with demographic descriptors (Aboriginal and Torres Strait Islander, cultural diversity, disability and sexuality).



Diagram 7: Panel Member Demographics



Throughout the panel process attendance at the Frankston City 2040 Panel Meetings declined. Some decline is expected during any engagement process, due to changing priorities and unforeseen personal circumstances. Across the program we saw five people withdraw. In addition to the support provided in Section 2.3, the engagement team took the following steps to maximise participation:

- Regular reminder emails were sent prior to each meeting reminding attendees of dates.
- Follow-up emails were sent between meetings with meeting minutes, next steps and follow up tasks to complete.

Despite this fall-off in numbers, there were still sufficient attendees to continue the process, with remaining members generously contributing their time towards robust discussions about the future of Frankston City. Table 1 shows the number of attendees at each meeting.

Table 1: Number of Attendees to Frankston City 2040 Panel Meetings

Date	Time	Attendance
Saturday 21 November '20	10:00 am to 1:00pm	39
Tuesday 1 December '20	6:30 pm to 8:30pm	42
Saturday 12 December '20	10:00 am to 1:00 pm	38
Saturday 30 January '21	10:00 am to 12:00 pm	35
Tuesday 9 February '21	6:30 pm to 8:30pm	34
Saturday 20 February '21	10:00 am to 1:00 pm	31
Tuesday 25 May '21	6:15 pm to 8:45 pm	19 (non-compulsory)

## 4. Broad community priorities

Findings in this section are from the Stage 1 engagement and presented in three ways: 1) by question; 2) by local area; and 3) by priority theme.

### 4.1 Data Analysis

All comments have been coded using the theme and sub-category in Table 1. Where a number is shown in brackets, this indicates the number of responses for that theme or sub-category. For example, open space (n=12) means there were 12 responses related to open space, or sample size. Table 2 lists the theme, sub-category and priority order, based on the number of comments tagged by theme.

**Table 2: Findings by theme in priority order**

Theme	Sub-Category Inclusion
<b>1. Healthy Communities</b> <b>451 comments</b>	This theme includes feedback relating to general health and the wellbeing of the community at large. Such as nutrition, food security, access to medical services, access to sport and recreation, cultural safety, heritage, reconciliation, mental health and community events.
<b>2. Sustainable Environment</b> <b>424 comments</b>	This theme includes feedback relating to creating, sustaining and managing the natural environment and Council's approach to sustainability.
<b>3. Safe and Attractive Community</b> <b>365 comments</b>	This theme includes feedback about living in a community and neighbourhood. It includes housing, access to services, facilities and entertainment; moving in and around the community; and positive reputation.
<b>4. Community Strength and Stronger Families</b> <b>346 comments</b>	This theme includes feedback relating to social connection and support, development of children into adulthood, respectful relationships, prevention of family violence, positive aging, social diversity and inclusion.
<b>5. Industry, Employment and Education</b> <b>284 comments</b>	This theme includes feedback relating to the economic activity of Frankston City including local employment, education, transport and business infrastructure, development of the FMAC.
<b>6. Council Services, Advocacy and Governance</b> <b>195 comments</b>	This theme includes feedback related to community participation, involvement and input into Council services; Council advocacy, reputable Council; provision of services and expenditure.
<b>7. Skilled and Socially Aware Communities</b> <b>45 comments</b>	This theme includes feedback relating to volunteerism and education.



## 4.2 Findings by Question

Summarised below are the key findings by question type.

### What our community values (n= 301)

- The coastline and marine life/use of foreshore and beach (107) 36%
- Open space and protection/enhancement of biodiversity (81) 27%
- Vibrant lifestyle, proximity to shopping and other convenience (81) 27%
- Access to sport, recreation facilities and open space (60) 21%
- Social connection, social support and feelings of safety (48) 16%

### What our community hopes won't change by 2040 (n= 214)

- Open space and protection/enhancement of biodiversity (55) 26%
- The coastline and marine life/use of foreshore and beach (49) 23%
- Social connection, social support and feelings of safety (33) 15%
- Access to sport and recreation facilities (30) 14%

### What the community hopes will have been improved by 2040 (n= 462)

- Development of the FMAC and revitalising the public space (53) 11%
- A diverse economy, industry, innovation and local businesses 47 (10%)
- Walking and cycling opportunities; connected, safe and accessible (42) 9%

### What does the community wish for Frankston City 2040 (n= 314)

- Social connection, social support and feelings of safety (52) (17%)
- Open space and protection/enhancement of biodiversity (39) 12%
- Climate change action and focus on sustainability (34) 11%
- Development of the FMAC and revitalising the public space (32) 10%
- Diversity, access and inclusion (30) 10%



### 4.3 Findings by Local Area

Table 3 presents findings by key area, by question response. Providing a residential or business local area was optional and only asked as part of the online survey.

**Table 3: Key Findings by Local Area**

Local Area	Value	Keep	Improve	Wish
<b>Carrum Downs/ Sandhurst (n= 14)</b>	Friendliness, people, community spirit.	Inclusion of residents, community supports, sense of community.	Pride in our youth, less hoons, senior's day trips, community groups.	Look after youth, end vulnerability and trauma, assistance to manage crime and be proud to live in Frankston Council (area).
<b>Frankston Central (n= 31)</b>	Proximity, abundance and variety of what is available (beach, parks, library, local business and services).	Keep open, green spaces, clean beaches, events and markets. Do not overdevelop the area.	Walkability, tracks along the coastline and connections from the train station and foreshore.	The foreshore better utilised and reduction in antisocial behaviour and an improved reputation for Frankston.
<b>Frankston South (n= 47)</b>	The beach and natural environment. The proximity and quality of natural spaces and lifestyle and community.	Protecting the native environment, maintaining a relaxed community lifestyle.	FMAC, greener, more open and safer feeling spaces. Social and welfare services, community diversity and improved reputation.	A peaceful, happy, diverse, united, accessible, vibrant and connected community, sustainable, carbon neutral community, stunning natural environment.
<b>Karingal (n= 11)</b>	Beach, local amenities, sporting facilities.	Reduced traffic congestion.	Graffiti, streetscapes, footpaths, safe road	Improved Aboriginal awareness, better shops



			crossings and public safety.	and affordable lifestyle.
<b>Skye (n= 6)</b>	Beaches, parks, development and public transport.	Keep improving the look of beach, seaside vibe of the city, keep (Council) rates low and more green areas.	The community, mention of the people near the train station.	No strong themes, safer feeling community, more action, quieter.
<b>Seaford (n= 21)</b>	Proximity to FMAC for everything they need, the coastline, community connection.	Medical and home visiting services, open shops, natural resources and parks.	Disability inclusion, commercial vacancies in FMAC	Better disability inclusion in FMAC, for Frankston to be a 'landmark town', reduced pollution, improved safety.
<b>Langwarrin (n= 30)</b>	Beaches, parks, open spaces, local art scene and diversity.	Large block sizes, open green space.	Crime rate, safety, loitering, graffiti, drug related issues, public perception, recycling, Frankston Central retail and foreshore areas updated.	Look after youth and keep them engaged with sport and community, improved Frankston Hospital and local facilities, cycle path network, connected community, employment opportunities.





## 4.4 Findings by Theme

The following seven themes emerged from the findings:

- Healthy communities
- Sustainable environment
- Safe and attractive community
- Community strength and stronger communities
- Industry, employment and education
- Council services, advocacy and governance
- Skilled and Socially Aware Communities.

### Theme 1: Healthy Communities

This theme, Healthy Communities, includes community feedback related to maintaining and leading a healthy lifestyle. This covers general health and wellbeing at an individual level and the health of the wider community:

- General health, nutrition, food security and access to medical services
- Access to sport and recreation facilities including play spaces
- Cultural safety, heritage, reconciliation, and mental health
- Community activities such as events, markets and festivals.

Feedback related to Healthy Communities accounted for 35% of responses, making this the number one focus for participants. Participants connect community health and wellbeing to participation in both informal and formalised recreation and access to community facilities. Feedback related to the accessibility of these facilities accounts for over half of the input received.

### What the community values (n= 301)

Participants feel healthier when they are accessing their respective communities, this might be a community facility like a library or a community centre, playing with children in a playground or participating in organised sport. For others it's the opportunity to attend an event such as the Waterfront Festival or the Seaford Farmers Market. This feedback reaffirms the importance of social connection to community strength and its contribution to preventive health; the focus is on catering to a wide group of ages and abilities, as an individual, with family or friends.

Areas valued by all groups in the community include:

- Choosing your level and type of physical activity accounted for 20% of comments, from accessing a sporting facility, to enjoying the abundance of open space.



- Variety of facilities on offer that encourage community connection inclusive of local community centres, recreation facilities and libraries accounted for 15% of comments. Of equal high value was having these opportunities within easy reach and providing comfort to a diversity of ages and interests.
- Access to formal health services accounted for 10% of comments. The majority related to having access to the Frankston Hospital and emergency services, and it being a drawcard for moving to the area. Access to mental health services was deemed needed to assist those experiencing homelessness or drug and alcohol use.
- Community events are widely supported as a positive driver of community health with 8% of comments in appreciation of the small events and larger festivals.
- Pathways for walking and cycling that take in long stretches of Frankston City's foreshore or connect you easily to other parts of Frankston City accounted for 7% of comments.

#### What the community hopes won't change in Frankston City in 2040 (n= 214)

Participants hope that their access to and enjoyment of open space, community and sporting facilities won't change, with 14% of comments. The biggest concern is that the growth in population and development of Frankston City might change this access and reduce the availability. There is concern about the loss of open space and decreased enjoyment if Frankston City grows in popularity.

#### What will be improved by 2040 in Frankston City (n= 462)

Participants were asked to consider what they hoped would be improved in Frankston City by 2040. Below are the most requested areas for improvement and participant suggestions:

- Walking and cycling trails that connect Frankston City. Across 42 comments (9% of responses) participants want the basics from being able to walk on a footpath instead of the road in their local area; they want tracks that meander through the bush, through the beach and take in areas of interest or convenience, like one's local shop. Participants also want to be able to ride longer distances from outer suburbs into FMAC, to Melbourne CBD, and along the foreshore "like the (Bay) Kingston beach Trail".
- In terms of general health, 8% of participants are keen to see the hospital supported with an improved emergency department and would like to see improved access to other services, for example, men's services, support for mental health and specialised doctors.
- Increase in the number and variety of community events (9% of comments) that provide the community with a reason to come together, for example city-wide events "Tour de Frankston" a city-wide bike race; and cultural events or celebrations that provide learning and increased appreciation for diversity.
- Better representation of Aboriginal culture and history across Frankston City to support those who identify as Aboriginal or Torres Strait Islander, improve



connection to place and culture and to encourage a wider understanding of our shared history. Suggestions include:

- o Dual language when naming landmarks, places and facilities.
- o Cultural practices and stories embedded across Frankston City from a "bushfood walk" that attracts others from outside of the area, to visually significant storytelling installations to showcase Bunhill.
- o Embedding Indigenous culture into Council's practices through service delivery and programs to provide equal access to education, services and facilities; to inclusion of language into school education.
- o Changing public perceptions, e.g. "at the moment...the gathering place is not welcoming...there are bars on the windows...", and "(we need) something beautiful down at the beach that tells the history of the place. Aboriginal history, something for everyone to be proud of."

### Wish for Frankston City 2040 (n - 314)

Participants wished for more of what they value and enjoy, and for areas to be improved. Here some of the less-discussed wishes; the outliers that are no doubt just as important to these participants:

- Dog-friendly places inclusive of the FMAC, "so many limitations on people's dogs perpetuates a feeling of mistrust and low expectation on the Frankston community which in many cases is not warranted and lifting these restrictions would make for a more wholesome community feel."
- Health promotion and health literacy through community events programs, direct suggestions include "access to fresh healthy food", "supermarkets donating food", "community vegetable gardens" and promotion of a food culture through a fresh food market "like the Queen Victoria Market".
- Newer facilities that meet accessibility requirements and feel welcoming.

### Tensions and Considerations

There are no obvious tensions between this theme and others. Areas for consideration include:

- Opportunity through the deliberation to understand how to best balance population growth and use, with retaining access to community facilities.
- A gap in understanding around vulnerable populations.

### Theme 2: Sustainable Environment

This theme, Sustainable Environment, includes community feedback related to creating, sustaining and maintaining the natural environment. The focus is first on retaining the natural character and beauty of the area, for the enjoyment it brings to the community and its positive reputation appeal. Frankston City's varied beaches and marine life, waterways and natural open space are all highly valued for the enjoyment they provide. Future focus is then on preserving and increasing



this natural charm, increasing native bushland habitat and biodiversity; greater controls over pollution, and Councils approach to climate change and carbon footprint are a clear focus of the future.

Feedback related to Sustainable Environment accounted for 33% of responses, second behind healthy communities. Frankston City is viewed by the participants as a coastal city, with almost half of the comments within this theme referencing the need to protect or make modifications to enhance Frankston City's beaches and waterfront.

#### What the community values (n= 301)

Frankston City's beaches are perceived to be comparatively cleaner than beaches closer to the Melbourne CBD. The value of Frankston City's foreshore on Frankston City's image is also referenced "the foreshore area is of great value to the community and visitors as a recreational playground. It elevates Frankston's somewhat dubious reputation." This foreshore, together with Frankston City's open space contributed to clean air and a feeling of not being crowded, Pines Flora and Fauna Reserve, Robinsons Reserve and Sweetwater Creek Reserve receiving mentions.

Areas valued by all groups in the community include:

- Attractive and accessible beaches, and a desire to see the natural beach environment protected along with coastal vegetation and dunes 36% of comments.
- Abundant natural open space and bushland, and natural areas to explore within the convenience of suburban living 27% of comments
- Efforts to maintain and protect the natural environment through sustainability initiatives 4% of comments.
- Kananook Creek and Sweetwater Reservoir provide opportunities to relax and recreate on and along the water 3% of comments.

#### What the community hopes won't change in Frankston City in 2040 (n= 214)

Continued enjoyment of the Frankston City's foreshore accounted for 23% of comments. Protection and enhancement of open space and biodiversity in Frankston City had a similar response, accounting for 26% of comments. Some participants put forward ideas to retain what they value so highly:

- Improve and increase green space with additional plantings, "Increase tree planting in areas across Frankston (and) Carrum Downs".
- Maintain and enhance current natural space, "...all nature reserves will be retained and maintained in an environmentally friendly manner."
- Careful planning to limit the impact of urban sprawl on the natural environment, "(keep) lower density housing in the appropriate areas (such as) Frankston South and Langwarrin...with higher-density housing in the inner-city fringe...".



- A clear climate change agenda and adoption of energy-efficient practices, “...fully sustainable with its own community renewable power, many electric vehicle charging stations, lots of bike-friendly paths and roads.”

#### What will be improved by 2040 in Frankston City (n= 462)

Participants want to enjoy more of what they value, there is a greater focus on greening Frankston City, increasing the opportunities to enjoy and experience natural spaces and more reasons to enjoy the foreshore. There is also recognition that human impact needs to be managed. Clear priorities are the preservation of natural space, environmentally sensitive development to the foreshore and a visible adoption of climate change mitigation strategies. Below are what participants would like improved in Frankston City by 2040.

- Greening Frankston City through tree planting accounted for 7%of comments. Specifically, tree planting along streets, in the Frankston Major Activity Centre, native planting in bushlands and shade trees in public open space.
- Celebrating the foreshore and waterfront area attracted 5%of comments. Specifically, the need to connect the foreshore to the Frankston MAC (Metropolitan Activity Centre) and train station through walking tracks, the addition of cafes and restaurants and making the area more accessible and inviting to locals and tourists.
- Climate change and renewable energy was a focus of improvement in 4%of comments. Specifically, the desire for Frankston City Council to commit to addressing Climate Change and work towards community becoming greener and more sustainable.
- Reduction of pollution and litter on the beaches and at parks. Specifically improving natural environments at Sweetwater Creek and Oliver’s Hill.

#### Wish for Frankston City 2040 (n= 314)

Participants wished for Frankston City 2040 were to extend and improve on the existing assets identified within the other three questions. There was a desire to see others care for and appreciate Frankston City’s natural environment through education and sustainability initiatives.

Respondents wanted Council to maintain or increase land dedicated to natural open space. Suggestions to achieve this included limit on development density in certain areas, revegetation/forestation of natural areas and development of walking trails/boardwalks to enhance access to these areas, i.e. “More parks, gardens and natural spaces for walking...would be a great improvement.”

Many wanting to see the foreshore sustainably developed “...Frankston City...(should)... face the (foreshore), rather than turn its back on it as it does now.” Participants want the foreshore to remain accessible but have more and varied facilities and more entertainment and amenities; “my main wish for the future is that the Frankston foreshore is further developed to be a greater destination for





people to enjoy the natural environment" and, "native vegetation continue(s) to be preserved along the foreshore."

Participants have an expectation that Council will visibly act to reduce carbon emissions and contribute to a reduction in the impacts of Climate Change, particularly as a low-lying coastal city.

### Tensions and Considerations

There is a natural tension here between development to enhance access and enjoyment of the foreshore and preservation of the native environment that the community values so highly. Whilst there is significant support for low-rise commercial (hospitality-based) development, high-rise and residential development between Nepean Highway and the beach is generally opposed, i.e. "...hoping there won't be more high-density housing close to the water. I think it is important to protect this area." Participant sentiment needs to consider any future high-rise development waterside of Nepean Highway, "...the hideous South East Water building (should be) bulldozed and replaced by garden."

There is an acknowledgement of the tension between urban development and preservation of the natural environment, but some see an opportunity to preserve "...our Green Wedge (and) creatively focussing this growth in areas close to services and facilities."

Considerations:

- Entertainment driven development of the waterfront providing both employment opportunity and as a source of funding for preservation of the natural biome;
- Improved maintenance and promotion of existing natural assets leading directly to increased tourism and improving Frankston City's reputation as a desirable destination;
- Climate change mitigation strategies as a driver of employment to assist in diversifying the industrial/commercial mix of a community.
- Improvements to the foreshore and impact on the quality of lifestyle was important to many respondents within the Safe and Attractive Community theme.

### Theme 3: Safe and Attractive Community

This theme, Safe and Attractive Community, includes community feedback relating to lifestyle, neighbourhood and local reputation of the community. Included in this theme is affordable housing, safe and accessible transport services, nightlife and the getting around.

The community values the liveability they receive from their neighbourhood, the local shops, good schools, access to services, the natural assets on their doorstep



and public transport. A large emphasis is placed on the access to Frankston City's natural assets and the lifestyle it affords the community.

Feedback related to Safe and Attractive Community accounted for 28% of comments, with 365 comments, third across the seven themes.

#### What the community values (n= 301)

People value the lifestyle enabled by the proximity of local commercial hubs and the accessibility provided by that, "small community hubs, accessible library services, street art...", and "everything in one place, don't have to leave the area, working, study, places to shop...".

This sense of 'liveability' permeates through much of the data in this theme with many participants passionately invested in the area and the lifestyle it offers.

Areas valued by all groups in the community include:

- Vibrant community, beachside lifestyle and close proximity to shopping and other conveniences, access to cafes and restaurants 27% of comments.
- Design of public buildings and spaces, "the street art is amazing" and the peace and quiet and unique ambience of their neighbourhood 4% of comments.
- Feeling a sense of pride for Frankston City, a sense of community and feeling safe are valued, with the notion that the positive changes implemented in Frankston City are having a positive impact on the once 'dubious' reputation.

#### What the community hopes won't change in Frankston City in 2040 (n= 214)

Participants want to ensure they continue to enjoy their local neighbourhood experiences and all conveniences and community connections that follow. There are three areas that participants hope won't change to affect this enjoyment, the affordability of the area, for both those that want to continue or purchase a home in the area and for those more vulnerable groups; the improving reputation and the beautification programs and events that have helped to improve safety; and the convenience of having it all on your doorstep.

Some participants put forward ideas to retain what they value so highly:

- Creating strong connections between the neighbourhoods through connecting walking tracks and use events to encourage people to visit other areas, "...such as art, music, sport, recreation and use these to create it as a destination", and "...maybe a twilight cinema...at Elizabeth Murdoch Arboretum...".
- Consider ways to improve access to affordable and social housing one participant suggested, scheme to give "people renting are given the opportunity to buy the houses they rent", and another "affordability of housing helps to encourage diversity of community and a competitive advantage."
- Continue to improve and strengthen the local character of each neighbourhood specific improvements mentioned for the Carrum Downs area and Frankston North.





- Encourage more visitation and residents in the Frankston MAC, “capitalize on our ‘grunge’ factor, street art, pockets of affordability. Build on the existing appeal of this area, which also brings investment and coffee shops.”
- Suggestions to improve the visual amenity such as, “bulldoze the Ambassador Hotel”, and “...the shops along Nepean Highway look shabby and need to be renovated...these are your entry into Frankston.”

#### What will be improved by 2040 in Frankston City (n= 462)

Prioritise investment that strengthens community connection and increases the areas reputation as a safe and welcoming location. Below are what participants would like improved in Frankston City by 2040:

- Improving safe and attractive design, activation and street art accounted for 10%of comments. Beautification of streetscapes, activation of local shops and art and culture.
- Continued and increased vibrancy of local neighbourhoods, addition of more cafes and boutique shops. Having services and facilities in close proximity accounted for 6%of comments.
- Continued work to improve Frankston City’s reputation accounted for 6%of comments. Participants wanted a reduction in crime and fewer ‘low class’ types hanging around the train station. To both match feelings of safety and help to attract families.
- More affordable and social housing accounted for 4%of comments, in particular the mention of accessible housing for people with disabilities.
- Safe and improved public transport networks accounted for 4%of comments, specifically improved lighting at the train station, safe transport connections and a bus stop in front of the hospital.

#### Wish for Frankston City 2040 (n= 314)

Participants wish for Frankston to shed its outdated reputation as “...known for drugs/violence/social problems...”. There is a strong perception that Frankston City has already moved beyond this reputation and it is undeserved, “perception of Frankston as a society that is drug affected...has been transformed – families feel safe to move here”. Other participants feel there is a way to go yet, “we have almost shaken the stigma, but it still lingers in the background.” Some noting that regardless of your take on the reality, the perception of Frankston City in the wider Victorian consciousness remains and will persist until we actively alter it.

As one person’s vision states, “those who currently run-down Frankston have been left behind...we have the stamina and energy to...achieve the vision...the power of people and business will make the vision a reality.”

The desire for art and culture to be further developed into an art’s hub for Frankston City. The street art is well celebrated, and an area that participants would like to see extended. Some participants envisage that art can become part of the vehicle to rejuvenate and revitalise Frankston, “...that built form public design



and development continues to reach beyond baseline utilitarian approaches and there remains...a commitment to embrace artistry and beauty in built form...so that Frankston can continue to shake of the stigma of the past".

Local cafes, restaurants and outdoor dining adds to the vibrancy of the neighbourhood. Participants envisage areas activated with local shopping strips given a more village feel. Streetscapes are beautified by tree coverage and maintenance of nature strips and gardens in the middle of the road.

Improvements to transport infrastructure was an expressed wish, from better and more frequent public transport options, e.g. "...an express train service to the city is provided, direct from Frankston or Kananook", to the creation of more well-designed and lit paths for pedestrians and cyclists, "(We need a)...cycle path network, not half thought through and poorly maintained...but a full cycle/walking path network." This extends to the desire that the road transport system remains relatively uncongested and that parking, particularly along the foreshore is managed sensitively as the population grows.

### Tensions and Considerations

Tensions exist within this theme, as one person's ideal neighbourhood is likely to cause conflict. For example, in describing what was valued, some prefer quiet neighbourhoods where others would prefer to have more activation and events. Another area of likely concern will be the placement of social and affordable housing and the perceived problems that may result, either through direct lived experience or through media stigmas.

Considerations:

- Getting clarity on the unique identity of Frankston City's suburbs to strengthen this identity in the public realm.
- Getting clarity on the type of nightlife and hospitality experiences sought outside the Frankston MAC in local neighbourhoods.

### Theme 4: Community Strength and Stronger Families

This theme, Community Strength and Families, includes feedback related to social connection and support; support to help children transition into adulthood; respectful relationships and prevention of family violence; experiences that promote positive aging; social diversity; and social inclusion.

Overall, feeling socially connected and fostering greater diversity and inclusion accounted for 82% of the comments within this theme. While some comments sought additional personal services or support, the majority of comments focused on supporting others in the community. Supporting those experiencing homelessness or facilities for everyone to come together. There was a higher awareness of the value of societal connection and diversity amongst the general Frankston City community.



Feedback related to Community Strength and Families accounted for 27% of responses, fourth across the seven themes.

#### What the community values (n= 301)

High value is placed on feeling connected within the community as well as the value of interpersonal relationships and opportunities to enhance this contact. "I love the sense of community in Frankston, it has the vibe of a vibrant hub, but also feels cosy and community driven." People generally feel safe in the Frankston City community, and many comments refer to the benefits of good relationships, "...people are healthier and happier when they are connected to other people.

Areas valued by all groups in the community include:

- Intangible 'community feel' and general neighbourly attitude of those that call Frankston City home (12% of comments). Some participants tried to define it. e.g. "diversity of people", "we were welcomed into school, kinder, church... the feeling of unpretentious welcome is lovely", "open and friendly who help people in need", "people are law abiding, crime has gone down since 2014".
- Either personally feeling safe, or Frankston City being a safe place for more vulnerable people to live. Personal safety was attributed to knowing neighbours, places that aren't too busy or too quiet and cleanliness or attractiveness of the area 5% of comments.
- Raising a family in Frankston City and the positive experiences on all family members accounted for 4% of comments. This was as a result of having a great choice of early education, activities for a range of family interests and the ability for children to test out their independence as a result of these features being in easy reach.

#### What the community hopes won't change in Frankston City in 2040 (n= 214)

The Frankston City community is seen as being friendly and supportive, with many respondents suggesting that this is one of the area's strengths. Participants would like to see initiatives that continue to strengthen and maintain community connection (15% of comments) and the diversity and inclusivity of the area (5% of comments).

Some participants put forward ideas to retain what they value so highly:

- "(Support) local markets and public events, co-working spaces..."
- "...more places for older people to come together with the entire community."
- "Kindergartens are educating kids about Aboriginal culture."
- Affordability of the area and the impact on the diversity of residents and the impact on providers of community activities and opportunities "community groups are getting [pushed] out of the area and losing their venues."
- Protection of Frankston City's open spaces and the ability to get outside as a community and preservation of Frankston City's history.



### What will be improved by 2040 in Frankston City (n= 462)

Improvements within this theme are unique to the participants life stage and individual circumstances, reflecting the individual needs for services and community support. From a young participant "There is no macro aggression, but there is microaggression – would love Frankston to feel more welcoming of different cultures and ethnicities." Summarised are the key improvements themes retaining across this theme:

- More opportunities for social connection with particular attention to age groups and individuals that may not feel as connected currently, inclusive of young people transitioning to tertiary education or into the workforce, adults and couples with no children and older people that don't quite fit into the senior interest groups 8% (25% of comments). "A more cross-cultural and intergenerational social life in Frankston."
- Better accessibility for people with all types of disabilities. Ideas include:
  - Increased uptake of universal design across Frankston City
  - More housing for people with a disability
  - Recharge points for motorised scooters
  - Ability to access the beach
  - Access to events (sensory modification, access to venues)
  - Accessible cafes and retailers
- Social support for those experiencing or at risk of homelessness through increased programs and services available.
- Increased support for young people transitioning through adulthood through entertainment in the city centre, increased opportunities for alternative education and development of youth leadership.

### Wish for Frankston City 2040 (n= 314)

Enhanced social connection is the number one aspiration for respondents in this theme, "...I hope for a community that cares for each other and is rewarded for contributing...", and, "I would love to see more links made between the different age groups...", along with continuing diversity and inclusion, "I hope that the population of the Frankston community remains culturally diverse and friendly." The suggested way of doing this is via more community events, particularly on a small, localised scale, and by the provision of more community spaces or facilities where "...people can meet others in community spaces."

Another often referenced aspiration is for a reduction in poverty and homelessness. Some feel there is more possible in this area. "More emphasis on service provision...social housing that doesn't make residents and tenants feel threatened", and, "...more action taken to help those disadvantaged people, homeless, etc." This feeds into the emerging opinion that Frankston City's reputation as economically disadvantaged is now undeserved, a common hope for 2040 is that the area will



no longer carry that tag, “the tainted reputation of Frankston past will not re-emerge. People...will have greater confidence in the Frankston area as a safe, family centred place to live and grow.” Finally, a safer community is hoped for, where petty crime such as graffiti, hooning and littering is virtually unknown.

### Tensions and Considerations

There are no obvious tensions between this theme and others.

Areas for consideration include:

- A gap in understanding around vulnerable populations

### Theme 5: Industry, Employment and Education

This theme, Industry, Employment and Education includes community feedback related to the economic activity of Frankston City. Included within this theme is the ability to find meaningful employment close to home, transport and business infrastructure, creating a diverse economy within the Frankston MAC and boosting tourism.

The aspirational vision for the community is that Frankston City becomes a self-sustaining economic hub with a revitalised and busy Frankston MAC (Metropolitan Activity Centre) and a wide range of businesses and industry that supports local employment and utilises local providers. The effects of COVID-19 are more apparent in this theme, with many participants now working from home and no longer experiencing the long commute times. Consideration is given to continuing with this lifestyle choice and how this remote style of working could be accommodated within the Frankston MAC.

Feedback related to Industry, Employment and Education accounted for 22% of responses, sitting fifth place across all themes.

### What the community values (n= 301)

Participants value the diversity of the economy, local businesses and industry and want to see this further enhanced and supported. Participants value the relatively compact structure and layout of the Frankston MAC, and the central location to the train station, the hospital and the bay.

Areas valued by all groups in the community include:

- Diversity of retail experiences both within Frankston MAC and within local neighbourhoods (Karingal and Langwarrin included). The mixture of smaller and larger businesses and the support for these businesses accounted for 14% of comments.
- Enjoyment of the opportunities the Frankston MAC offers the new cafes, restaurants and entertainment complex in 7% of comments.
- The ‘good’ public transport and the access to the train line in 5% of comments.





### What the community hopes won't change in Frankston City in 2040 (n= 214)

Investment to keep making Frankston City an amazing bayside community 5%of comments followed by and continued support for a diverse local economy through small business grants and local employment opportunities accounted for 4%of comments.

Some participants put ideas forward to retain what they value so highly:

- Advocate and/or legislate for mechanisms to encourage business, such as, "attracting businesses with cheaper rental (thus) creating jobs."
- Transport infrastructure to influence the development of Frankston City, such as, "city is currently focussed at the end of the (train) line, an extended line reduces the need for a city carpark", and, "commuting by water from Geelong, Melbourne and the Mornington Peninsula to Frankston."
- Big business projects that could enhance tourism, such as, "... beachfront needs to include a marina. This will drive tourism, recreation and further development."
- Help create opportunities for locals to work locally, such as, "places for remote working, for example the library or flexi-office space on top of the library."

### What will be improved by 2040 in Frankston City (n= 462)

There is a strong desire for Frankston City to become a self-sustaining economic hub with a revitalised and busy Frankston MAC and a wide range of businesses and industry that supports local employment and utilises local providers. Participants want more local employers and have a vision of how to make it happen "Invite manufacturing jobs and more jobs for locals", and "...bring some tech companies and innovative thinkers to fill the CBD buildings, fresh minds to keep Frankston future proof". People largely want to work locally and have job security. Below are what participants would like improved in Frankston City by 2040:

- The development and revitalisation of the Frankston MAC was a high priority for several participants with 11%of comments. Specifically, activation of empty shops, beautification of the main activity centre creating a safe and inclusive environment for the community.
- Building a diverse economy attracted 10%of the comments, with specific mention of local employment opportunities, thriving businesses, educational opportunities, and diverse employment opportunities.
- Transport and business infrastructure attracted 6%of comments reporting the need to increase connectivity from the train station, to Frankston MAC, to the foreshore, extended train line, and improved transport access across Frankston City.
- Gainful employment in Frankston City made up 4%of the comments, with mention to flexible work arrangements, collaborative workspaces, and employment opportunities for over 60's residents of Frankston City.



### Wish for Frankston City 2040 (n= 314)

Participants' wishes for Frankston City 2040 detailed a desire that Frankston City become a more diverse economy with a range of businesses, industries and a diverse range of employers, "more industries here, more jobs here – more of a central hub". The ability for work flexibility, through working from home or local employment and collaborative workspaces, "...not to have to leave Frankston for work."

The state of the Frankston MAC is a priority for participants, "I hope the Frankston CBD is bustling, I hope larger corporate businesses move in." Business and transport infrastructure are viewed as crucial and in need of improvement, "(we need) better infrastructure to modernise Frankston central", and several comments reference the value of a rail extension beyond Frankston City.

Enhancement of the MAC to become not just a better place to work, but also to become a place to visit is envisaged in comments such as, "more connected to the bay with more restaurants and cafés....", "...a destination for locals and visitors alike."

Tourism is a popular theme and is viewed overwhelmingly as positive and presenting the Frankston City economy with a multitude of opportunities, "...people (need to) understand we are the gateway, the half-way point. Stay in the city and you're too far from the surf beaches, stay in Frankston and you're an hour...to the city and the surf and the penguins, even less to the countryside."

With the idea that Frankston City can become a destination point in and of itself, a place to visit, not just pass through, "the community wants to see Frankston become a destination town and shake off its tag as one of Victoria's lower-class municipalities."

### Tensions and Considerations

The clear tension between the natural environment that the community values so highly and the expressed need to develop the MAC and the waterfront is of particular note, however, most participants do not appear to see this scenario as an either/or scenario, but rather take the view that an attractive, sustainable environment is actually of economic benefit to Frankston (via tourism and local amenity) rather than an obstacle in the way of development.

Areas for consideration include:

- Explore the needs of small to medium enterprises to understand their vision or the future of the MAC.
- Explore the needs of larger employers and the success of relocating to Frankston City.





## Theme 6: Council Services, Advocacy and Governance

This theme captures community feedback on Frankston City Council's perceived performance across the areas of community participation and advocacy, reputation, service provision, land use planning, and the approach to sustainable environment.

Feedback in this section has been categorised under the sub-categories, in each category we discuss comments in support of Council's actions and comments requesting more improvement for Council in this area.

### Opportunities for Community Participation, Involvement and Input

Participants want opportunities to participate and be involved in Council's decision making, and the value they can bring to the decisions acknowledged. Participants that raised this, don't feel they are being engaged and consulted on decisions that affect them and the community.

#### Where you are doing well

- Youth Council, and youth programs such as Freeza and Fresh, providing opportunities for young people to organise youth events, "Youth Council and Fresh and (I) value Youth Council and Fresh (Freeza music programme)".

#### Opportunity for improvement

- Improved opportunities for young people to be involved in the Council process. "Young people engaged with decision makers (council) and having their voice heard" and "more engagement with schools".
- Opportunities to develop youth leadership in the Council, "Frankston could maximise youth leadership" and "Dandenong Council has a primary school youth council – Frankston should do this too".
- Building relationships between Council and the community to provide opportunities for collaboration, "I wish we will respect each other; I wish that Council considered residents to be citizens, not customers. If we are proud of our community and recognise our responsibilities to it as well as our rights within it, then we are citizens, not customers, collaborators in building our world, not purchasers of products".

### Council Advocacy

It is unclear whether the participants understand the advocacy role or assume Council to be the decision makers. Council can play an advocacy role in achieving some of the aspirations the community have.

#### **Where you are doing well**

- Supporting small local businesses, "I hope local small businesses will still be thriving in Frankston and supported by the public and the council in 20 years' time."

#### **Opportunity for improvement**

- Advocating for specialised doctors to practise in the area, "more access and affordability to specialised doctors in the area – not having to travel."
- Advocating for community housing, "accessible community houses – really important. They have great programs but are not accessible."
- Advocating for the collaboration of working groups to address homelessness and poverty, "Less homelessness and poverty; more communities and community groups working together to address social and economic needs. We are going to need to support each other now more than ever in the wake of the COVID-19 Pandemic."
- Attracting larger employers to Frankston City "Council attraction of a larger government agency to come to have a base."

#### **Reputable Council**

Participants reported mixed sentiments towards the reputation of the Council. There were comments reflecting the competent and friendly council staff, however there were several aspirational comments for the Council to perform better in the future.

#### **Where you are doing well**

- Service delivery and relationships with community, "friendly and competent council staff", "Council staff are amazing."

#### **Opportunity for improvement**

- Improved transparency and management of Council funds, "transparency in regard to Council spending."
- Improved community perception of Councillors, "Councillors are better behaved, no arguing", "more respect."
- Improved recognition and integration of Aboriginal culture "Councillors have been ignorant of Aboriginal culture, have not valued it. ...don't have the knowledge and they have not made choices that support (the) community".

#### **Council Service and Expenditure**

There has been acknowledgement from the community of the improvement being made to the area and the services available to residents.

#### Where you are doing well

- Improvements to Frankston City, “constantly building and improving the area” and “the council does a good job of keeping our streets clean and the regular council pickups are a great initiative to keep our suburbs safe and presentable.”
- Services provided to residents and the benefits to their life, “the council ring me every week I’m so grateful”, “I like the local footy and the home maintenance from council”, “benefited greatly from the council services and Frankston hospital.”
- Council and community support services are valued and well regarded, “...Council has been very good to me after I had an accident.”

#### Opportunity for improvement

- Outreach and expenditure in the outer Frankston City suburbs “definitely want Carrum Downs and Skye addressed as we all feel this area is neglected and that all the cash is injected into Frankston and Langwarrin.”
- Rates, both collection and expenditure “(fund) amenities and facilities (across the whole area) rather than the same areas getting the focus and attention.”
- Perceived higher levels of expenditure on sporting facilities and sport infrastructure over general community infrastructure. “Spend \$35 million on a stadium, could they not just spend less and spend on other parts of the community too.”
- Rate relief and communicating use of rates, “I’m retired, and the council rates are high - I hope I will still be able to afford them!”

#### Land use, planning and development

Throughout the consultation there is the sense that most participants feel extremely fortunate for where they live; the access to opportunities and the close contact with the natural world and uninterrupted views of the foreshore. There is also this concern that Frankston City may be at the verge of losing this. Some of this fear comes from direct experience, development of the office buildings along the foreshore; seeing other areas change as a result of density.

#### Where you are doing well

- Allocation and preservation of open space through the suburbs, provides access to sport and recreation.
- Size of the Frankston MAC creates a walkable experience with access to shops, entertainment, transportation and the foreshore “lovely seaside town.”
- Location of higher density housing in and around the Frankston MAC “build up the city centre into a second city to Melbourne”, “higher density housing in the inner-city fringe that would encourage a more vibrant feel, especially in the evenings.”
- Protection of the green wedge for future generations “Suburban areas still on generous lots and the green wedge untouched.”



### Opportunity for improvement

- Perception that Frankston City Council has sold land to developers that might have served a better community purpose.
- Perception that some land uses may not be appropriate for the area inclusive of places of worships.

### Council's Recycling Services and Approach to Litter, the Environment and Sustainability

Connected to the Sustainability theme, participants would like Frankston City to take a stronger stance on sustainability. A combination of living in a location with plentiful natural assets and wider societal changes.

Participants would like to see Council working with its residential and business community to enforce stricter controls over its management of waste and recycling. Including the roll out of a plastic free Frankston City initiative across the municipality.

### Tensions and Considerations

There are no obvious tensions between this theme and others. Many of the community priorities mentioned across Stage 1 and in earlier consultations led by Council required Frankston City Council to work across multiple levels of government and agencies to deliver.

It is well understood and experienced that the community places a lot of its expectations on local government as the closest level of government to the people.

Consideration is needed to:

- Explore ways to communicate with Council the many roles of Council so as the community can work with Council to advocate to its partners.
- Manage expectations and frustrations as experienced of seemingly slow progress towards many of the priority areas and ideas.
- Explore ways to include feedback into Frankston City Council Community Engagement Policy and Guidelines.

### Theme 7: Skilled and Socially Aware Communities

The theme, Skilled and Socially Aware Communities considers community participation and contribution through volunteering and investigates education throughout life and tertiary education.

This theme attracted the lowest number of responses, with 45 or 3% of comments within this theme. Responses were evenly spread across all three subcategories.

### What the community values (n= 301)

Being engaged in your local community through volunteering, is celebrated and acknowledged by comments such as "local sporting and community groups...(are)...incredible capacity builders for our community", and, "there is...(a)...culture of people being involved in community groups, identity of volunteering and assisting."

Areas valued by the general community include:

- Ability to be a lifelong learner and participate in more formal short courses through Chisholm or events that are run by other organisations is highly valued. Access to quality schools, (more predominantly mentioned high schools) within the Frankston City community 3%of comments.
- Opportunities for volunteering and the wider impact of volunteering on the community. The abundance of volunteer clubs, services and organisations accounted for 2%in the comments.
- The ability to access tertiary schooling options locally in 1%comments.

### What the community hopes won't change in Frankston City in 2040 (n= 214)

A continuance of a culture of volunteering within the community with local people contributing to the community and passionate community groups continuing to achieve accounted for 2%of comments.

Some participants put forward ideas to retain what they value so highly:

- Promoting opportunities for volunteering in the community, "There are so many people who want to help others in the community, just need help to be connected".
- Supporting and working with schools to reduce the stigma of bad reputations, "There are great schools in the area, but some have a bad reputation. We need to put more energy into those schools...(which)...will have a positive impact on the students and will lead to a better outcome for Frankston."
- Educating the community on the history of the indigenous culture, "...the general population, they don't know enough about Aboriginal culture – should be part of our history here."

### What will be improved by 2040 in Frankston City (n= 462)

There is a sentiment that some schools in the community have a bad reputation or are located in lower socioeconomic areas, participants would like to see schools improved and better funded.

The community values the contribution of its volunteers and the strength that provides to its residents. Below are what participants would like improved in Frankston City 2040:



- The value of lifelong learning accounted for 2% of comments, particularly through schools being involved in community projects, engagement with school-aged children, providing further educational support for alternative education and learning history and Indigenous culture for the whole community.
- Skilled based tertiary education attracted 1% of comment, specifically providing opportunities for residents to access residence and tertiary education in Frankston City and the opportunities a health and tertiary partnership would bring to Frankston City.

There is one major idea that crops up numerous times throughout this data set, that of developing a major centre of health education where University, Hospital and TAFE are connected in a teaching precinct similar to the Melbourne Uni/Royal Melbourne/Royal Children's group and the Monash/Alfred alliance. The following comments encapsulate this idea.

- "...growing a health and tertiary precinct."
- "University town – student accommodation, integrated health precinct, revitalisation of underutilized precincts."
- "Having a major teaching hospital and university facility would be advantageous."
- "Negotiate with Monash to (make) all courses available at Frankston, medicine, law, engineering as per Melbourne University."
- "Hope that jobs and training opportunities through the TAFE/University and Hospital/Health sector are maximised for the economic development of the area."

This may well fall outside the scope of councils remit however some participants appear to see a role here for Frankston City Council even if it is only advocacy-based.

#### Wish for Frankston City 2040 (n= 314)

Participants' wishes for Frankston City 2040 around education centre on the hope for continued and improved opportunities for formal schooling, "Improvement in the quality of schools in Frankston and Frankston North and access to good public secondary education", and having this extend to quality options for tertiary level students, enabling them to stay in the area and not have to seek further education elsewhere, "People who live in Frankston can seek education...opportunities in their local area".

In terms of volunteering and community service, high on the wish list is an "Abundance of volunteer clubs, services and organisations" where otherwise disconnected individuals can create links to the mutual benefit of the wider community, e.g. "There are so many people who want to help others in the community, just need help to be connected."



### Tensions and Considerations

There are no clear tensions between this theme and others, however, the synergies are clear.

Strong links exist to community, family and health whereby enhancing educational opportunities around multiculturalism and particularly indigenous culture, are seen as advantageous.

There are synergies here for council within community, family and health (Themes 2 & 3), particularly with respect to services and facilities provided by FCC and largely staffed or run by volunteers.

There are synergies with Industry, Employment and Education (Theme 4) with the expansion of educational opportunities potentially enabling residents to source their formal education locally, and the aspirational development of a teaching partnership between the rapidly growing Frankston Hospital and local tertiary institutions such as Monash and Chisolm.

Considerations:

- Developing a major centre of health education where University, Hospital and TAFE are connected in a teaching precinct similar to the Melbourne Uni/Royal Melbourne/Royal Children's group and the Monash/Alfred Alliance.
- Development of volunteering opportunities and better utilising the volunteers in community and council-run programs and facilities.
- Creating an even playing field with primary and secondary educational opportunities in Frankston City through the continued support and advocacy of funding for schools, perhaps through a mentorship from performing schools.





## 5. Deliberating the Community Vision and Council Plan Priorities

### 5.1 Overall approach

An open invitation was extended to all residents within Frankston City to be part of the deliberation process. Residents self-nominated and 46 community representatives were recruited to deliberate on the development of the Frankston City 2040 Vision and Council Plan priorities.

Panel members focused on:

- reviewing the data received from the broader community consultation
- making sense of the issues and community priorities
- developing vision statements for Frankston City
- identifying emerging community issues and short-term and long-term priorities for Council to address in the future.

Attachment 3 outlines the Terms of Reference to which the Community Panel members worked on, within the Member Induction Handbook.

#### Critical Thinking

A framework of critical thinking was employed throughout the deliberation program in recognition that this would help achieve more robust outcomes for the deliberation piece. This involved ensuring participants carefully evaluated information in an objective manner to arrive at an impartial decision.

The panel analysed engagement findings, studied the facts, debated ideas, checked biases and regularly critiqued their own work. The following tools were implemented in support of critical thinking:

- **Collaboration:** Working together with other members of the group enables individuals to be exposed to new thoughts and ideas.
- **Acknowledging biases:** Participants took time to recognise their own backgrounds, biases, experiences and cultures. They were then presented with a range of cards with images and descriptions of individuals of diverse demographics. Each participant chose a card of someone different to themselves, a persona to carry through the deliberation program with them. At the start of each meeting, and at various intervals throughout the proceedings, participants paused to reflect on the viewpoints of the persona they adopted and endeavoured to include additional perspectives.
- **Majority consensus:** Individuals accepted that their views might not always be right as decisions were made according to a majority ruling.

- **Questioning assumptions:** Facilitators used open-ended probing questions to ensure participants questioned any assumptions and tried to think of alternative solutions where possible.
- **Research:** Participants were presented with research and facts from a range of different sources in order to make reasoned judgements.
- **Regular reflection:** Decisions made at meetings were distributed to all participants, providing them with time and opportunity for reflecting. Decisions were brought back to the following meeting for further reflection and refinement as the project went along.

## 5.2 Provision of time and information

By examining, considering and discussing the Community Vision and priorities, the Community Panel undertook a rigorous deliberation process. The group discussed reasons for and against inclusions within the vision statements, community priorities and the priorities. Members were presented with information at various intervals throughout the deliberation process, some planned and other at the request of panel members in order to enable them to deliberate in an effective and informed manner.

Table 4 outlines the information provided to participants and the point in the program at which they were presented for discussion.

**Table 4. Background information provided to Community Panel members throughout the project**

Information	Media	Point in the process	Detail included within document
Community Panel Member Handbook	PDF	Before first meeting	<ul style="list-style-type: none"> <li>• Information about the process.</li> <li>• What to expect at meetings.</li> <li>• Declaring a conflict of interest.</li> <li>• Social media use advice.</li> <li>• Complaints handling.</li> </ul>
Bunurong Land Council Statement of Significance	PDF	Before first meeting	<ul style="list-style-type: none"> <li>• Statement of significance to recognise traditional ownership.</li> </ul>
Integrated Planning	PDF and video	Before first meeting	<ul style="list-style-type: none"> <li>• Defining the role of Council and how the vision integrates with Council's Integrated Planning Process.</li> </ul>
Frankston City 2020	Infographic	Before first meeting	<ul style="list-style-type: none"> <li>• Social research exploring who the Frankston community is currently, their needs and lifestyle.</li> </ul>



Information	Media	Point in the process	Detail included within document
Conversation Caravan Stage 1 Research Report	Word report, Video and infographic	Before first meeting	<ul style="list-style-type: none"> <li>Community engagement outcomes from Stage 1 of this project.</li> </ul>
Panel Member demographics	Infographic	After meeting 1	<ul style="list-style-type: none"> <li>In response to participant enquires about who is on the panel and the representation of all groups.</li> </ul>
Frankston City 2040	Infographic	Before meeting 2	<ul style="list-style-type: none"> <li>Social research exploring who the Frankston community is likely to be in 2040, their needs and lifestyle.</li> </ul>
<b>Discussion Topic across the six themes</b>  Advocacy, Governance and Innovation  Natural environment and climate action  Healthy families and communities  Vibrant and inclusive communities  Connected spaces and places  Industry, employment and education	PDF	Before meeting 3  Before meeting 3  Before meeting 4  Before meeting 4  Before meeting 5  Before meeting 5	Background information on each topic including: <ul style="list-style-type: none"> <li>What Council is currently doing about the topic or issue.</li> <li>Demographic data, relevant facts, as well as state and regional trends.</li> <li>Key community priorities identified through the engagement period and possible opportunities to address those priorities.</li> <li>Discussion Guides</li> <li>Expert speaker videos for topics 2 to 6</li> <li>Homework club trialled after Meeting 1</li> </ul>
Futurist Presentation	PPT	After meeting 3	<ul style="list-style-type: none"> <li>In response to participant request.</li> </ul>
Frankston City Libraries	Video	Before meeting 4	<ul style="list-style-type: none"> <li>To support discussion and conversation.</li> </ul>
Community Panel Report	Word document	After meeting 6	<ul style="list-style-type: none"> <li>To provide the outcome of the last meeting.</li> </ul>



Information	Media	Point in the process	Detail included within document
Results from workshop 6	PPT presentation	After meeting 6	<ul style="list-style-type: none"> <li>To show the discussion and the summary of the process and results.</li> </ul>
Public Exhibition Engagement Summary Report	PDF	Before meeting 7	Feedback collected across the consultation period surrounding the vision, aspirations and priorities.

Between meetings, panel members were sent information (as outlined above), as well as tasks to complete so as to be prepared for group meetings. This included surveys, background reading and idea generation.

It is typical that unmanaged community members focus on immediate issues that need resolving in their local area, as these are causing immediate concern. Steps were taken to ensure that the discussion was focused on long term aspirations by use of the following initiatives:

- Regular reminding of the twenty-year period in which the Vision and priorities aim to work to. Challenging limiting beliefs "*will this still be a problem in 20 years?*"
- Addressing actions at a high level, rather than at a smaller specific level. Addressing the causality behind these actions, to address the root cause.
- Presenting data and trends for the localised region and council area, as well as that for state, nation and global context.



### 5.3 Resulting Frankston City 2040 Panel Report

Following is the agreed six areas of focus for the Community Vision 2040, with a community aspiration and short-term and long-term priorities listed for each. The short-term priorities are recommendations to be considered to assist with Council's development of the Council Plan 2021-2025.

#### Community Vision

Frankston City 2040 is the place on the bay to learn, live, work and play in a vibrant, safe and culturally inclusive community. Our City is clean, green and environmentally responsible.

#### Community Aspirations

As part of the Frankston City 2040 Community Panel participants were asked to consider six focus areas, review community feedback, discuss and decide on an aspiration statement and the short term and long-term priorities.

Following are the aspirations and community priorities across the six focus areas:

1. Healthy families and communities
2. Vibrant and inclusive communities
3. The natural environment and climate change action
4. Connected places and spaces
5. Industry, employment and education
6. Advocacy, governance and innovation.

#### Healthy families and communities

Empowering everyone to improve their health and wellbeing through access to green space, quality health services, social supports, education and opportunities to be physically active.

##### Priorities

- 1.1 People experiencing homelessness, family violence, mental illness, social isolation, gambling harm and other vulnerable groups will be supported through advocacy, referrals and high quality service provision.
- 1.2 Healthy living is promoted in festivals and events run by Frankston City Council.
- 1.3 Council will partner with community groups, stakeholders and organisations to create and promote affordable activities and programs to encourage residents to be connected.
- 1.4 Families with young children will be provided health and childhood development education, to support long term health and wellbeing.
- 1.5 Youth events and activities are well promoted to meet diverse community needs.
- 1.6 Fitness equipment in parks and sporting facilities are available in all local areas for people of all ages and abilities to enjoy good health and wellbeing.



- 1.7 Fresh healthy food is available for all, through:
  - a) partnerships with local supermarkets to incentivise fresh and healthy food purchases;
  - b) support for growing and sharing of backyard produce; and
  - c) promoting the availability of healthy food choices in Council and community settings.
- 1.8 Council, local organisations and the community work together to create shared facilities that are accessible and culturally safe to strengthen community connections, irrespective of interest and age.
- 1.9 Council will advocate for mental health support for whole families and people supporting a loved one with mental illness.
- 1.10 Council to play an active role in the prevention of family violence through community education.
- 1.11 Establish a 'direct point of contact' referral service within Council to health and wellbeing services for vulnerable people.
- 1.12 Advocate for high quality healthcare and appropriate accommodation for our aging population.
- 1.13 Frankston City is a smoke-free city.

#### **Vibrant and inclusive communities**

The community is proud of First Nations Peoples heritage and culture, and promotes a sense of pride and belonging for the local Aboriginal and Torres Strait Islander community. Frankston City is known as a cultural hub with a thriving arts community, embracing diversity and promoting wellbeing.

#### Priorities

- 2.1 Frankston City is known for its thriving events and festivals that celebrates the cultural diversity and lifestyles of the community and highlights shared values and community connection.
- 2.2. Aboriginal and Torres Strait Islander history, places and culture, is understood, is respected and celebrated in our public spaces through artwork, signage and storytelling.
- 2.3 Frankston City to host a new festival to showcase the best of what the City offers as the "gateway" to one of Victoria's most visited regions
- 2.4 Council will ensure that universal design principals are applied to infrastructure and public spaces across the municipality, enabling people with disabilities to enjoy greater access and participation.
- 2.5 Activate the foreshore with temporary markets focused on local produce, products, art, craft and talent from the Peninsula.





- 2.6 Council will support for our diverse community to be involved in the creative arts and feel welcomed to attend the Frankston Arts Centre.
- 2.7 Council committee membership will represent the diverse Frankston City community, including people of all ages, backgrounds, cultures, genders and sexualities.
- 2.8 The community will have access to multi-purpose infrastructure to support flexible events and programs in public spaces and sporting ovals throughout the municipality.
- 2.9 The diversity of culture, interests and talents across Frankston City will be showcased through a range of activities and programs that support community organisations working with these communities.
- 2.10 Different cultures are highlighted and celebrated through dedicated events and public space activation.
- 2.11 Frankston City hosts regular events to highlight shared values and community connection.
- 2.12 Partner with the Bunurong Land Council and Traditional Owners to provide greater access to information about First Nations history and cultural heritage around the municipality.
- 2.13 Create and promote an indigenous walking trail to highlight the cultural significance of places, plants and animals.
- 2.14 Nurturing creativity, enhancing our City's arts facilities and growing our arts community to make us unique within our region.





### The natural environment and climate action

Frankston City is green and sustainable, and a leader in sustainable industry and development. Both Council and community are committed to protecting and enhancing the environment and actively addressing climate change.

#### Priorities

- 3.1 Commitment to greening Frankston City through native tree planting to double our tree canopy by 2040, creating annual targets and working with landowners and community organisations to achieve these targets.
- 3.2 Embedding Aboriginal and Torres Strait Islander culture across the City to connect the community to the environmental practices of these Elders.
- 3.3 Programs and education to assist the Frankston City community to achieve carbon neutrality by 2040.
- 3.4 Council will create more green spaces in urban areas and Frankston's city centre to increase visitation and outdoor dining, including investigating options for the greening of housing estates, Wells Street and Oliver's Hill car park.
- 3.5 Council will deliver programs that support the community to avoid and reduce waste, reuse, recycle and correctly dispose of household rubbish and compost.
- 3.6 Council will support programs that encourage local businesses to use, and customers to request, responsible sourced compostable packaging.
- 3.7 Council will work with partners to encourage programs to sustainably maintain and clean our streetscapes, preventing litter and street waste from entering into the waterways, and to manage dumped hard rubbish and graffiti removal.
- 3.8 Installing green compost bins in public parks for dog poo.
- 3.9 Council will improve and promote pedestrian and cycling connections to the beach from outside of the Frankston City Centre to encourage walking and cycling.
- 3.10 To protect our native vegetation and biodiversity, Council will support the community to eradicate weeds and invasive plant species on private property through education and community programs.
- 3.11 Council will advocate to State Government to stop untreated water to entering the bay by 2040.
- 3.12 Council will work with the community to reach a zero carbon footprint on all council and community buildings by 2040, with a commitment to publishing performance statistics.
- 3.14 Programs to increase water efficiency, increase storm and wastewater usage to reduce reliance on potable water.

- 3.15 Council will work with developers to ensure they use sustainable design principles.
- 3.16 Increase reliance on recycled water used in public buildings and spaces.
- 3.17 Council, government, business and the community will work together to lead the way on climate change adaptation, encouraging the use of clean, renewable energy to reduce greenhouse gas emissions and protect against sea level rise.
- 3.18 Council will increase and enhance open green space to ensure it remains accessible by the community.
- 3.19 Council will support community education and volunteering programs, including permaculture principles to encourage residents to grow more food in their gardens and partnering with local primary schools.
- 3.20 Support the uptake of electric vehicles in Frankston City to deliver a clean energy future and reduce emissions through planning, advocacy and leadership by Council.



### Connected places and spaces

Frankston City is a well-connected and safe community with a unique identity, recognised for its vibrant City Centre that capitalises on its natural assets and heritage. Frankston City is the place that people want to visit, study, work and live in.

#### Priorities

- 4.1 Create vibrant neighbourhood shopping areas with greenery, street art and pop-up cafes with the idea to create spaces that bring people together and can be easily adaptable to change.
- 4.2 Continue to build an identity for Frankston City that gives people a reason to visit and spend locally, including building outdoor dining, investing in our natural assets and attractive design of the built form.
- 4.3 Council will involve the community in public space projects and strategic decisions.
- 4.4 Inactivated spaces, including open space, old buildings, alleyways and streets, are used more creatively with pop-up gardens, activities, planting and mural art.
- 4.5 Council will advocate for improved public transport and create well connected and safe walking and cycling shared paths with commuter bike storage facilities to promote recreation and active transport, and reduce reliance on cars.
- 4.6 Work with Victoria Police and other stakeholders to increase the safety at train stations and public spaces within Frankston's city centre, including activities that help to foster positive relationships between the community and the police.
- 4.7 Explore ways to support private vehicle access for people who need it most (i.e. people with disabilities and older residents) into Frankston's city centre and shopping precincts to improve accessibility and support greater community connection.
- 4.8 Creation of pedestrian-only areas and parking solutions in Frankston's city centre to reduce the number of cars and encourage high visitation and contribute to a clean and liveable environment and provide more space for vibrant outdoor dining, events and entertainment.
- 4.9 Dogs are allowed in Frankston's city centre.
- 4.10 Improve access between Frankston's city centre and the Frankston Waterfront to link our key assets together, by working with property owners to redesign infrastructure, bringing 'the City to the beach' with accessible views and entertainment for those of all ages.
- 4.11 Develop safe attractive pedestrian connections between key public spaces, including a pedestrian bridge over Nepean Highway.



- 4.12 An urban environment dominated by nature and mature tree cover with rooftop gardens included on existing and new buildings.
- 4.13 Creation of pedestrian-only areas with outdoor dining and entertainment, and the introduction of rooftop dining within Frankston's city centre, e.g. explore closure of Wells Road to vehicles and replace with events for people.
- 4.14 Work with private developers and State Government to increase the availability of housing for older people close to Frankston's city centre. With a focus on communal living for social interaction access to entertainment and spaces to entertain, services and the occasional shared meal.
- 4.15 Create a clear identity for Frankston City through investment in our natural assets, shopping precincts that connects people, and attractive design of the built form.

### **Industry, employment and education**

Frankston City nurtures and attracts innovation and investment and is known for its education and business opportunities, including renewable energy, technology, hospitality, health and tourism.

#### Priorities

- 5.1 Encourage the development of co-working spaces, retail and hospitality within Frankston's city centre and along Nepean Highway.
- 5.2 Work with local TAFEs and universities to align their course offerings with existing local industry needs to support the vision of our future economy.
- 5.3 Introduce a program to reduce the vacant shop fronts to create visitor appeal.
- 5.4 Improve communication of Council business incentives, grants and programs by leveraging from existing networks.
- 5.5 Provide rewards or incentives for businesses who meet environmental sustainability targets.
- 5.6 Continue to promote Frankston City as a tourism destination and lifestyle capital.
- 5.7 Introduce a program to incentivise local businesses to hire and mentor younger and older residents and people with disabilities to work within the area.
- 5.8 Attract more tourism operators and entertainment to the area, offering a diverse range of experiences that support and enhance the visitor economy.
- 5.9 Hold further engagement about a proposed safe boat harbour at Oliver's Hill with all interested stakeholders.



- 5.10 Continue to advocate for improved public transport to attract business investment in the area.
- 5.11 Explore tourist attractions that celebrate our foreshore and waterscapes.
- 5.13 Council plans and advocates for a high-tech industrial park with a focus on renewable energy and technology to enable more advanced design and manufacturing and local job growth.
- 5.14 Strengthen pedestrian connections between Frankston's city centre, the university precinct, beach and hospital.
- 5.15 Continue to support industry in Langwarrin and Carrum Downs to enable job growth.
- 5.16 Gateway signage that is unique to welcome people to Frankston City.
- 5.17 All tiers of government and commercial operators working together to invest in the revitalisation and beautification of Frankston's city centre.

#### **Advocacy, governance and innovation**

Frankston City Council puts innovation and inclusion at the heart of all that it does, engaging with all of the community and advocating for people of all abilities and backgrounds. Council will be well governed and use its resources in an accountable and sustainable manner.

##### Priorities

- 6.1 Council will connect with people of all abilities and backgrounds through Smart City technology, including innovative and accessible online engagement platforms for the community to provide feedback and input into Council decision-making.
- 6.2 Increased monitoring, reporting and transparency across Council's operations, performance indicators and financial information that is accessible and understandable.
- 6.3 Providing feedback to the community on the outcomes of research and projects through various platforms.
- 6.4 Council utilises smart technology to enable people to find out information about facilities, projects and engagement opportunities related to their location.
- 6.5 Find the most effective ways to communicate with different groups and individuals, to promote events, activities and opportunities within the local community, including investigating a Frankston City Radio Station and electric signage boards in key locations.
- 6.6 Changing the reputation of Council to one that is approachable, works in partnership and genuinely cares about the health of the community.



## 5.4 Community Panel Member Evaluation

As part of evaluating this project, participants were asked to provide feedback related to their reason/s for participating, current level of participation experience and previous involvement with Frankston City Council. Participants were asked prior to attending the first session and then again at the end of the final workshop.

Participation was optional, 24 Community Panel Members provided their feedback prior to starting the process and 26 Community Panel Members provided feedback about their experience.

### Pre-participant Process Survey

For 20 people (83%) this was the first time they had participated in a Council process. The remaining four people had attended a Council Meeting, been involved in a Committee or provided advice through a community consultation process.

### Comparison from start to end

Table 5 shows a comparison of feedback where the question was asked at the beginning and end of the process.

#### Areas with a positive improvement:

- Participants felt a stronger connection to their suburb and the rest of Frankston City as a result of the process.
- Participants increased their understanding of the challenges and opportunities facing Frankston City.
- Participants have a better understanding of what Council is and isn't responsible for.
- Participants feel that Council asks and listens to community feedback.

#### Areas with no change in sentiment:

- Participants trust in Council remained the same.
- Participants perceived level of value that Council provides remained the same.
- Participants level of confidence in Council's ability to implement the Frankston City 2040 Community Vision remains the same.



Table 5. Comparison of feedback from start to the end of the process

Statement	Strongly disagree	Disagree	Neutral	Agree	Strongly Agree
I feel connected to my suburb	1	1	3	13	6
	0	0	4	10	11
I feel connected to the rest of Frankston City	1	1	5	15	2
	1	1	4	19	1
I understand the challenges and opportunities the community faces in Frankston City	0	0	8	15	1
	0	0	0	15	10
I trust Council to make decisions on my behalf	0	1	13	9	1
	1	2	10	12	1
I understand what Council is and isn't responsible for	0	4	5	13	2
	0	1	5	17	3
Council asks and listens to community feedback	0	2	10	11	1
	1	2	6	16	1
Council provides value to the community	0	2	4	16	2
	1	1	8	14	2
I am confident that the Frankston City 2040 Community Vision will be implemented effectively	0	0	8	12	4
	1	0	10	11	4
I am confident that the Frankston City Council Plan 2021-2025 will be implemented effectively					
	0	1	11	10	4

#### Post-participant Process Survey

Participants were asked to reflect on their experience and provide feedback on the core elements of the program. Overall participants would participate in another community panel with all 26 participants agreeing or strongly agreeing with this statement. Likewise, they would encourage a friend or family member to participate. Table 6 shows this sentiment around participation.

Table 6. Participant sentiment to participating in future panel processes.

Statement	Strongly disagree	Disagree	Neutral	Agree	Strongly Agree
I would participate in another Council community panel	0	0	0	6	20
I would encourage my family and friends to participate in community consultations with Council	0	0	0	13	13





Materials and information provided:

- 73% of participants found the personal stories shared through the persona useful in remembering the wider community.
- 100% of participants found information related to Council's advocacy, governance and innovation somewhat useful or very useful.
- 100% of participants found information related to the natural environment and climate change somewhat or very useful.
- 96% of participants found information related to healthy families somewhat or very useful.
- 92% of participants found information related to vibrant and inclusive communities somewhat or very useful.
- 92% of participants found information related to industry, education and employment somewhat or very useful.
- 92% of participants found information related to connected places and spaces somewhat or very useful.

Feedback on guest speakers and presenters:

- All guest speakers were considered to be very useful by at least 75% of people.
- Guest speakers that were considered to be very useful by more than 75% of participants were:
  - o Meeting 1 - Ilona Ellerton, Corporate Planning, Frankston City Council: Role of local government; Introduction to council planning; Role of a Community Vision and Council Plan. Rachel Masters and Kathryn Renwick, Social Policy & Planning, Frankston City Council: Demographic profiles of our community now in 2020.
  - o Meeting 3 - Stephen Yarwood, Urban Futurist, Ilona Ellerton, Corporate Planning, Frankston City Council: Council services, governance, advocacy and innovation and Clare Warren, Frankston City Council: Natural environment and climate action.
  - o Meeting 5 - Dana Harding, Economic Development, Frankston City Council: Industry, employment and education, Anne Sorenson, Strategic Planning, Frankston City Council: Connected Places and Spaces.

Feedback on facilitators:

- 92% of participants felt the facilitators were very or extremely engaging.

Time to discuss and deliberate:

- 65% of participants felt that **just the right amount of time** was spent discussing and deliberating each topic.
- 27% of participants felt that **too little time** was spent discussing and deliberating each topic.
- 8% of participants felt that **too much time** was spent discussing and deliberating each topic.

Response to questions:

**What did you enjoy most about your experience on the Frankston City 2040 Community Panel?**

- "Realising I wasn't alone in my wishes for the future of my city and learning that I could make a positive impact as an individual by voicing my ideas."
- "An opportunity to speak out about what one sees as the City's needs."
- "Interaction with other community members and staff."



- "The diverse opinions and viewpoints amongst the group. Knowing just how much people care about Frankston and how much they want to make a difference for the city."
- "Learning more about how council works/thinks/plans."
- "Learning more about the suburb and community."
- "Learning how much the council really does."
- "I enjoyed the other members of the panel, the lovely facilitators and feeling like what we were doing was going to make a difference to Frankston City as a community."
- "I was engaged and emerged in the process. My views were heard and taken into account."
- "Meeting new people and advocating for myself and people in the community."

**What would you change about your experience on the community panel?**

Don't change a thing:

- "I don't think I would change anything because I learnt so much and it was such a positive experience and I feel it actually had a positive outcome."
- "Nothing it was a wonderful positive experience."
- "Nothing - happy with Zoom."
- "I think the process overall is spot on."
- "Nothing. I really liked the fact that it was conducted through videoconferencing and with online collaboration tools."
- "Not sure I'd change anything - I think Conversation Caravan did a great job and were extremely inclusive of everyone!!"

Next time try:

- "Face to Face, found zoom somewhat isolating."
- "More time to discuss, the time limits I feel didn't allow us to fully explore all the issues we wanted to."
- "Smaller group engagement rather than large group engagement to better discuss ideas and knowledge."
- "Less hearing from certain people in the group without an open mind."
- "Council should run it."
- "Had we not endured COVID-19 I would recommend prior to commencement of community panel meeting a visit to key areas of the council in order to get a feel of the council."
- "I'd have liked some of the topics broken down a bit more as some were fairly heavy on data etc."
- "More controlled speaking time - there were a few loud opinions which controlled."
- "... a commitment that there will be a check in meetings (possibly annually) where everyone is invited back to see how the initiatives are progressing and possibly contribute further ideas to help each initiative succeed."

### What did you learn from your experience on the Frankston City 2040 Community Panel?

#### Local government and Frankston City Council

- "Facilities that I did not know Council provided."
- "That Frankston city Council needs to lift its performance and get out of the status quo."
- "Frankston City needs a complete overhaul in its infrastructure and thinking in terms of its use of its assets."
- "What council is responsible for and the council's functions and powers."
- "There is a gap between communities' priorities and council's priorities."
- "The difference between who is responsible for repairs or implementing different aspects of facilities in Frankston."
- "I learned that Council has an advocacy role and influences some decisions outside its immediate purview. I learned that Frankston City loses 1 percent of tree canopy cover every four years. Also, I was surprised to learn that Council provides stimulus for local business."

#### Thinking differently

- "One of the key things I took from my experience is that you can actually take something that seems like a problem and turn it into the source of a solution."
- "How much there is beneath the surface, how cities can be shaped, it has broadened my thinking of what a city is or can be."
- "There are so many common thought threads from panel members with many ideas being achievable."
- "Having diverse opinions meeting gives a new perspective."
- "I learnt what others in our community felt was important to them about what Frankston should look like and be in the next 20 years. This challenged by own ideas and also changed my vision about some key aspects about Frankston's future."

#### We all love Frankston

"The environment in Frankston is far more valued by residents than I expected."  
"... like-minded people who wants a Great Future for Our City."

#### Professional tips and tricks

- "I learnt about some council initiatives. I learnt more about how to run meetings well; and how tools such as Mentimeter add value and structure to meeting outcomes."

### Do you have any more comments or feedback on the process?

- Longer or more sessions and a parking lot for less strategic comments that come up from the community.
- Less Council jargon.
- More Councillor involvement.
- Ongoing and more engagement with the panel and Council.
- Would like to be involved in future community panels.
- Advance training on technical aspects such as Menti Meter.

"I really didn't think I had anything to offer and was surprised when I was actually selected. I really enjoyed the whole process and would definitely do it again. I just hope Council can use the information properly and not have it been seen as a waste of time or money because there are a lot of passionate people out there who really want to see this community be a success for all."

"I would just like to say, I found the team leaders from Conversation Caravan and Frankston Council most helpful thank you all again."

"This is a very slick and well-oiled machine. Results were achieved in an extremely professional way and conducted by experts in their field."

"I was impressed with how fairly the meeting were conducted; thought the use of break out rooms was excellent to help canvas responses from all participants; all participants were treated with respect and they respected each other; there was lots of listening, contributing and a sense of accomplishment throughout the process."

"Really loved the fact that the meetings were conducted through video conferencing. I work full time and work very long hours so not having to commute to another location made the process much easier for me. I applaud the leads from Frankston City and Conversation Caravan, who demonstrated a high level of competence in planning and executing the process."

"I thought the Councillors were generally indifferent in their interactions with our group."

"It was a very positive and engaging experience. It was particularly rewarding to see the delight with which panel member a migrant for whom English is not her first language - engaged in the process. She struggled with the technology and received technical support and, in the final meeting, charmingly described herself as a "tech nerd."



## 6. Closing the Loop

Engagement on this project has created significant interest and aspirations for the Frankston City 2040 with over 850 people participating in the project.

Goodwill has been created between Frankston City Council and the residents, community groups and organisations who have taken their time to provide feedback on the project. As a courtesy to participants Conversation Caravan recommends the following next steps:

### **Thank Participants**

Issue a statement and update the project page thanking participants for participating in the project and for sharing their ideas and contributions to the Frankston City 2040 Community Vision. Consider ways to recognise the involvement of panel members for example: thank you letter or email from the CEO or Mayor. Many of the panel members were interested in gaining employment or work experience as a result of their participation.

### **Share the data**

Provide the community with this report and the outcomes of the panel to build trust in the process and resulting report.

### **Close the Loop**

Keeping participants informed in engagement and the project is called 'closing the loop', the information loop is currently open. Participants have shared their ideas and their feedback through the engagement process and are waiting for what happens next. Tell them, share what you are working on, dates of the Council Meeting and keep them informed with next steps.



## 7. Appendices

### Appendix 1: Context Review Detail Council's Current Focus

The Council Plan 2017 - 2021 focussed on housing development; green wedge and natural environment preservation; creation of jobs; attracting funding to build and maintain infrastructure; and community strengthening through sport, leisure, arts, culture and use of natural open spaces. Key priorities of Council at that time were:

- Infrastructure: Investment in the continued revitalisation of the city centre.
- Economy: Expansion of dominant sectors including health and education and the attraction of new industries.
- Employment: Develop a knowledge, creativity and skills-based economy to generate employment opportunities, particularly in the health and education sectors.
- Vibrant community: Seeking to increase participation in public community events.
- Education: Seeking to increase the number of degree courses on offer.
- Unemployment: Frankston City was experiencing higher than state average unemployment rates.

A key trend identified in Community Plan 2017 - 2021 and Economic Development Strategy 2016 - 2022 was a growing local economy. Employment forecasts from 2015 indicated that the city centre alone would not have the capacity to accommodate the future employment requirements for Frankston City and the greater region. In 2016, the local economy was reporting job growth in several areas, including the health sector and Carrum Downs industrial precinct. The number of jobs per resident was increasing, as was the total number of jobs based in Frankston City. Despite this growth, the unemployment rate had continued to grow, and the percentage of jobs occupied by residents was decreasing. Unemployment is likely to increase with global reduction in consumption (US\$3.8 trillion), jobs (4.2% of the global workforce) and income (6% globally).<sup>1</sup>

In the March quarter of 2020, Frankston City had 44,934 jobs which is 0.32 jobs per resident. Sixty-five per cent of individuals working in Frankston City reside in Frankston City or Mornington Peninsula Shire. Healthcare and social assistance represent 20.4% of local jobs, followed by retail trade (13.1%) and construction (12.2%). Occupancy within Frankston Activity Centre was 79.1% down from 82.1% in 2018.

#### Community's Focus Prior to 2020

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<sup>1</sup> Lenzen M, Li M, Malik A, Pomponi F, Sun Y-Y, Wiedmann T, et al. (2020) Global socio-economic losses and environmental gains from the Coronavirus pandemic. PLoS ONE 15(7): e0235654. <https://doi.org/10.1371/journal.pone.0235654>





We know at this time, in 2020, both social and economic recovery is going to be front of mind as community members deal with the global pandemic and its flow-on effects. Personal and shared experiences through this crisis will likely also have a bearing on the way that the community responds to this program.

Reviewing community engagement data from the preceding five years provides us with an understanding of what was a focus before the COVID-19 pandemic, to determine long-term or unaddressed priorities which are still attracting community interest or changes as a result.

Data from the preceding engagement programs is grouped under themes; where a number is shown in brackets, it indicates the number of responses tallied in that category. For example, recycling (12) means there were 12 responses related to recycling.

### Sustainable Environment

Previous engagement shows that the Frankston City Community prioritises environmental issues such as open space and biodiversity (351), protection and use of the foreshore and beach (221), land use and planning (207) and Council's approach to litter, recycling and sustainability (86).

Responses from previous engagement identified the desire for:

- planning for climate change (30)
- improved connectivity and walkability of neighbourhoods, including bike lanes and connected green spaces (11)
- safe wildlife crossings (5)
- providing shade over playgrounds (6)
- green walls and roofs on buildings (7)
- allowing residents one free load at the tip annually (8)
- increase the proportion of hard rubbish being recycled (8)
- support for environmental volunteers (6).

Environmental priorities identified from a 2013 Community Survey with over 900 community responses:

- Water quality in creeks (97%)
- Loss of native animals (88%)
- Loss of natural spaces / native vegetation (86%)
- Air quality (85%)
- Lack of water (84%)
- Climate change (75%)
- Litter / graffiti / anti-social behaviour (20%)





- Waste recycling (15%)
- Maintenance of green spaces / walking tracks (13%)
- Beach maintenance (11%)

Specific ideas from Think Big:

- The revitalisation of the Downs Estate in Seaford (272 responses).
- Support for more community influence on deciding which properties have historical or heritage significance (110 responses).

### Healthy Communities

Previous engagement shows a diverse spread of health and wellbeing priorities across the community. Responses include references to:

- accessible Changing Places toilets at the waterfront and train station (92 responses)
- exercise, walking, cycling and swimming (86) of which walking was most common (29)
- health, mental health and wellbeing (50)
- housing and homelessness (38)
- diversity, access and inclusion (37)
- safety and violence (35).

### Industry, Employment and Education

The Economic Development Strategy 2016 - 2022 reports that Frankston City was trending in the "right direction" for the 2011 - 2015 period and was experiencing steady economic and job growth. This featured job growth in the health sector and Carrum Downs industrial precinct. The number of jobs per resident was increasing, as was the total number of jobs based in Frankston City. Despite this growth, Frankston City was tracking behind Greater Melbourne averages, the unemployment rate had continued to increase, and the percentage of jobs occupied by residents was decreasing.

Previous community engagement shows a reasonably even spread of comments regarding business (23), education (20), jobs and skills (17) and references to industry and economy (10). This theme did not attract the same attention as others and had a much smaller number of total responses.

Responses from previous engagement highlights:

- creation of new local jobs for local people
- support existing local businesses and to attract new businesses into the area
- improvements to recreation facilities frequented by school groups



- cultural and community education

### Frankston City in 2040

By 2040, it is predicted Frankston City's population is expected to increase by 18,085 to 160,728 people. (ID, the Population Experts September 2018) It is projected that there will be a 40% increase of residents aged over 60 years, giving Frankston City 26.7% of their population aged 60 years or older.

As a result, there will also be a rise in lone person households, making up the largest household type by 2040. This is closely followed by couples with children. Frankston City will continue to have a high percentage of one-parent families in 2040, making up 12.7% of household types.

It is estimated that an additional 9,970 additional dwellings will be required to cater for the population increase, with an increase in one and two-bedroom dwellings to cater for the increase in single occupancy and couple households over the next twenty years.

Whilst Frankston City is not a huge growth area compared to neighbouring municipalities the increase in population will have impacts on the need for public, social and affordable housing, Council services, health, education, and transport provision.

## 8. Attachments

**Attachment 1 Frankston City Council Public Exhibition Period  
Consultation Summary**

**Attachment 2 Discussion Guide**

**Attachment 3 Community Panel Member Handbook (Terms of  
Reference)**

## **Consideration of Reports of Officers**

### **ADOPTION OF 2021-2025 COUNCIL PLAN AND BUDGET AND 2021-2025 REVENUE AND RATING PLAN**

#### **Derelict Land**

**Meeting Date: 28 June 2021**

**Attachment: A**



## Appendix A – Derelict Land

### Derelict Land

#### Definitions/Characteristics:

Derelict land is any land that meets one or more of the following criteria:

- The building or land is destroyed, decayed, deteriorated, or fallen into partial ruin especially through neglect or misuse. This may include but not be limited to excessive dirt; peeling paint; broken windows, elements of the facade or advertising signs; loose or broken fittings, fixtures; or faulty lighting
- The building or land constitutes a danger to health or property. This may include but not limited to:
  - The existence on the property of vermin, litter, fire or other environmental hazards
  - A partially built structure where there is no reasonable progress of the building permit
- Provides an opportunity to be used in a manner that may cause a nuisance or become detrimental to the amenity of the immediate area
- Is in such a state of repair that would prohibit its occupation
- The condition of the property or land has a potential to affect the value of other land or property in the vicinity
- There is excessive growth of grass and or noxious weeds or undergrowth
- Affects the general amenity of adjoining land or neighbourhood by the appearance of graffiti, any stored unregistered motor vehicles, machinery (or parts thereof), scrap metal, second hand timber and or building materials, waste paper, rags, bottles, soil or similar materials

#### Objective:

To ensure that the incidence of dilapidated properties reduce in the municipality and all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including the:

1. Construction and maintenance of public infrastructure
2. Development and provision of health and community services
3. Provision of general support services

#### Types and classes:

Rateable land having the relevant characteristics described in the recommendation.

#### Use and level of differential rate:

The differential rate will be used to fund some of those items of expenditure described in the Budget adopted by Council. The level of the differential rate is the level which Council considers is necessary to achieve the objectives specified above.

#### Geographic location:

Wherever located within the municipal district.

#### Use of land:

Any use permitted under the relevant Planning Scheme.

**Planning Scheme zoning:**

The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant Planning Scheme.

**Types of buildings:**

All buildings which are now constructed on the land or which are constructed prior to the expiry of 2021-2022.

## **Consideration of Reports of Officers**

### **ADOPTION OF 2021-2025 COUNCIL PLAN AND BUDGET AND 2021-2025 REVENUE AND RATING PLAN**

#### **Reitirement Village**

**Meeting Date: 28 June 2021**

**Attachment: B**



## Appendix B – Retirement Village

### Retirement village land

**Definitions/characteristics:**

Any land which is used primarily for the purposes of a retirement village.

**Objective:**

To ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including the:

1. Construction and maintenance of public infrastructure
2. Development and provision of health and community services
3. Provision of general support services
4. Requirement to ensure that Council has adequate funding to undertake its strategic, statutory, and service provision obligations
5. Recognition of expenditures made by Council on behalf of the retirement village sector

**Types and classes:**

Rateable land having the relevant characteristics described in the definition/ characteristics.

**Use and level of differential rate:**

The differential rate will be used to fund some of those items of expenditure described in the Budget adopted by Council. The level of the differential rate is the level which Council considers is necessary to achieve the objectives specified above.

**Geographic location:**

Wherever located within the municipal district.

**Use of land:**

Any use permitted under the relevant Planning Scheme.

**Planning Scheme zoning:**

The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant Planning Scheme.

**Types of buildings:**

All buildings which are now constructed on the land or which are constructed prior to the expiry of 2021-2022.



## **Consideration of Reports of Officers**

### **ADOPTION OF 2021-2025 COUNCIL PLAN AND BUDGET AND 2021-2025 REVENUE AND RATING PLAN**

**Acacia Heath**

**Meeting Date: 28 June 2021**

**Attachment: C**



## Appendix C – Acacia Heath

### Acacia Heath land

**Definitions/characteristics:**

Any land in the Acacia Heath precinct (as defined in plans of subdivision 446669/70, 448786/7/8, 512750, 531862/63, 537447 and 546857/58).

**Objective:**

To ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including the:

1. Construction and maintenance of public infrastructure
2. Development and provision of health and community services
3. Provision of general support services

**Types and classes:**

Rateable land having the relevant characteristics described in the Recommendation and which otherwise would not be classed as derelict land.

**Use and level of differential rate:**

The differential rate will be used to offset the costs of works associated each year with the protection and management of public open space and expanded road reserves in the subdivision, approved under Planning Permit No. 01020.

The level of the differential rate is the level which Council considers is necessary to achieve the objectives specified above.

**Geographic location:**

Wherever located within the municipal district.

**Use of land:**

Any use permitted under the relevant Planning Scheme.

**Planning Scheme zoning:**

The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant Planning Scheme.

**Types of buildings:**

All buildings which are now constructed on the land or which are constructed prior to the expiry of 2021-2022.

## **Consideration of Reports of Officers**

### **ADOPTION OF 2021-2025 COUNCIL PLAN AND BUDGET AND 2021-2025 REVENUE AND RATING PLAN**

#### **Commercial Land**

**Meeting Date: 28 June 2021**

**Attachment: D**



## Appendix D – Commercial land

### Commercial land

#### Definitions/characteristics:

Any land which is used primarily for the purposes of a commercial land including developed and vacant land.

#### Objective:

To ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including the:

1. Construction and maintenance of public infrastructure
2. Development and provision of health and community services
3. Provision of general support services
4. Enhancement of the economic viability of the commercial and industrial sector through targeted programs and projects
5. Encouragement of employment opportunities
6. Promotion of economic development
7. Requirement to ensure that street scaping and promotional activity is complementary to the achievement of industrial and commercial objectives

#### Types and classes:

Rateable land having the relevant characteristics described in the definition/characteristics.

#### Use and level of differential rate:

The differential rate will be used to fund some of those items of expenditure described in the Budget adopted by Council. The level of the differential rate is the level which Council considers is necessary to achieve the objectives specified above.

#### Geographic location:

Wherever located within the municipal district.

#### Use of Land:

Any use permitted under the relevant Planning Scheme.

#### Planning Scheme zoning:

The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant Planning Scheme.

#### Types of buildings:

All buildings which are now constructed on the land or which are constructed prior to the expiry of 2021-2022.

## **Consideration of Reports of Officers**

### **ADOPTION OF 2021-2025 COUNCIL PLAN AND BUDGET AND 2021-2025 REVENUE AND RATING PLAN**

#### **Farm Land**

**Meeting Date: 28 June 2021**

**Attachment: E**



## Appendix E – Farm

### Farm land

#### Definitions/characteristics:

Farm Land is any land which does not have the characteristics of general land or vacant sub-standard land or commercial land or industrial land; which is:

- “farm land” within the meaning of Section 2(1) of the *Valuation of Land Act 1960*

#### Objective:

The objective of this differential rate is to ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including (but not limited to) the:

1. Construction and maintenance of infrastructure assets
2. Development and provision of health and community services
3. Provision of general support services.

#### Types and classes:

The types and classes of rateable land within this category are those having the relevant characteristics described above.

#### Use and level of differential rate:

The money raised by the differential rate will be used to fund some of those items of expenditure described in the Budget adopted by Council. The level of the rate for land in this category is considered to provide for an appropriate contribution to Council's budgeted expenditure, having regard to the characteristics of the land.

#### Geographic location:

The geographic location of the land within this category is wherever it is located within the municipal district, without reference to ward boundaries.

#### Use of land:

The use of the land within this category is any use of land permitted under the relevant Planning Scheme.

#### Planning Scheme zoning:

The Planning Scheme zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant Planning Scheme.

#### Types of buildings:

The types of buildings on the land within this category are all buildings already constructed on the land or which will be constructed prior to the expiry of 2021-2022.

## **Consideration of Reports of Officers**

### **ADOPTION OF 2021-2025 COUNCIL PLAN AND BUDGET AND 2021-2025 REVENUE AND RATING PLAN**

#### **Industrial Land**

**Meeting Date: 28 June 2021**

**Attachment: F**





## Appendix F – Industrial Land

### Industrial Land

**Definitions/characteristics:**

Any land which is used primarily for the purposes of an industrial land including developed and vacant land.

**Objective:**

To ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including the:

1. Construction and maintenance of public infrastructure
2. Development and provision of health and community services
3. Provision of general support services
4. Enhancement of the economic viability of the commercial and industrial sector through targeted programs and projects
5. Encouragement of employment opportunities
6. Promotion of economic development
7. Requirement to ensure that street scaping and promotional activity is complementary to the achievement of industrial and commercial objectives

**Types and classes:**

Rateable land having the relevant characteristics described in the definition/characteristics.

**Use and level of differential rate:**

The differential rate will be used to fund some of those items of expenditure described in the Budget adopted by Council. The level of the differential rate is the level which Council considers is necessary to achieve the objectives specified above.

**Geographic location:**

Wherever located within the municipal district.

**Use of land:**

Any use permitted under the relevant Planning Scheme.

**Planning Scheme zoning:**

The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant Planning Scheme.

**Types of buildings:**

All buildings which are now constructed on the land or which are constructed prior to the expiry of 2021-2022.

## **Consideration of Reports of Officers**

### **ADOPTION OF 2021-2025 COUNCIL PLAN AND BUDGET AND 2021-2025 REVENUE AND RATING PLAN**

#### **Vacant Residential Land**

**Meeting Date: 28 June 2021**

**Attachment: G**



Appendix G – Vacant Residential Land

## Vacant Residential Land

### Definitions/characteristics:

Any land which is zoned residential under the relevant Planning Scheme and on which there is no building that is occupied or adapted for occupation.

### Objective:

To ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including the:

1. Encouragement of development on land
2. Construction and maintenance of public infrastructure
3. Development and provision of health and community services
4. Provision of general support services
5. Requirement to ensure that Council has adequate funding to undertake it's strategic, statutory, and service provision obligations

### Types and classes:

Rateable land having the relevant characteristics described in the definition/ characteristics.

### Use and level of differential rate:

The differential rate will be used to fund some of those items of expenditure described in the Budget adopted by Council. The level of the differential rate is the level which Council considers is necessary to achieve the objectives specified above.

### Geographic location:

Wherever located within the municipal district.

### Use of land:

Any use permitted under the relevant Planning Scheme.

### Planning Scheme zoning:

The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant Planning Scheme.

## **Consideration of Reports of Officers**

### **ADOPTION OF 2021-2025 COUNCIL PLAN AND BUDGET AND 2021-2025 REVENUE AND RATING PLAN**

#### **Other Land**

**Meeting Date: 28 June 2021**

**Attachment: H**



## Appendix H – Other Land

### Other land

#### Definitions/characteristics:

Any land that is developed or vacant which is not retirement village land, industrial land, vacant residential, Acacia Estate properties, derelict land, farm land or commercial land.

#### Objective:

To ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including the:

1. Construction and maintenance of public infrastructure
2. Development and provision of health & community services
3. Provision of general support services
4. Requirement to ensure that Council has adequate funding to undertake it's strategic, statutory, and service provision obligations

#### Types and classes:

Rateable land having the relevant characteristics described in the definition / characteristics.

#### Use and level of differential rate:

The differential rate will be used to fund some of those items of expenditure described in the budget adopted by Council. The level of the differential rate is the level which Council considers is necessary to achieve the objectives specified above.

#### Geographic location:

Wherever located within the municipal district.

#### Use of land:

Any use permitted under the relevant Planning Scheme.

#### Planning Scheme zoning:

The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant Planning Scheme.

#### Types of buildings:

All buildings which are now constructed on the land or which are constructed prior to the expiry of 2021-2022.

## **Consideration of Reports of Officers**

### **ADOPTION OF 2021-2025 COUNCIL PLAN AND BUDGET AND 2021-2025 REVENUE AND RATING PLAN**

#### **Community Panel Report**

**Meeting Date: 28 June 2021**

**Attachment: I**





### How Council developed the Council Plan

The 2021-2025 Council Plan was developed early 2021. A number of workshops were held with subject matter experts across council to collate Community and organisation engagement, the emerging Community Vision, Councillor aspirations and Council Strategies and Plans.

Initially the Community Vision themes were used to group this work, but were later reshaped into Council Plan Outcomes. However they did not lose their strong alignment to the Community Vision.

On the 27<sup>th</sup> March, Councillors attended a Council Plan and Budget Forum with the Executive and Management team to discuss a wide range of initiatives that had been prepared by Managers that reflected the community, councillors and operational needs of the Council. These initiatives identified a connection to the Community Vision or other Community Engagement work where relevant.

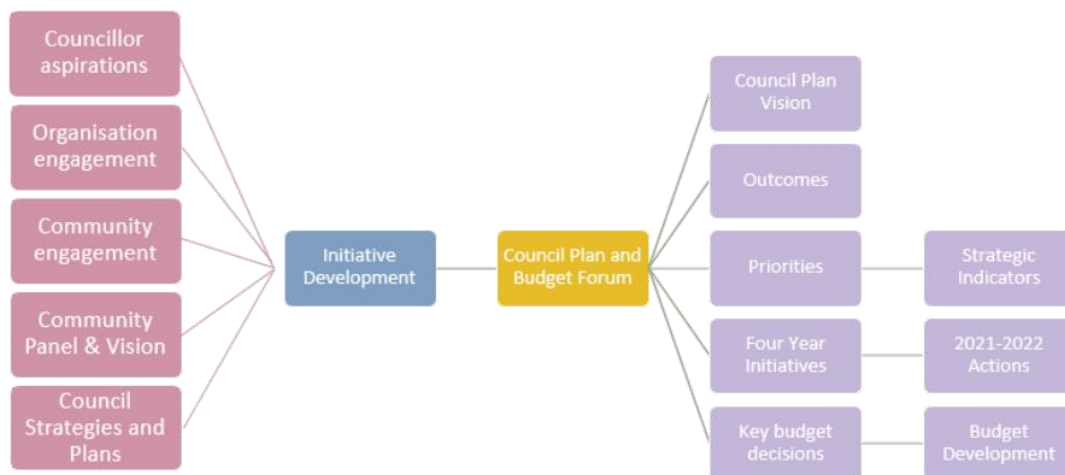
The day began with a well recieved overview from three Community Panel members about their experience on the panel and key notes about the draft Community Vision. Councillors also had the opporunity to ask questions.

Councillors then considered initiative opportunities for each of the Council Plan Outcomes. With Executive and Managers in attendance Councillors had the opporunity to better understand each of the initiaives they were considering. This also included consideration to Community Enagement and the Community Vision priorities.

The forum work set the bones for our proposed Council Plan.

Over April work continued to finalise the Council Plan, including a review of the Draft Community Vision priorities to ensure Council's potential role over the next four years had been well considered during the development of the Council Plan.

The draft 2021-2025 Council Plan and Budget was presented to the public for feedback from May 11 to June 7. During this time through public drop in session and through social media, Council shared with the Community how the Community Vision had shaped the draft 2021-2025 Council Plan and Budget. Feedback from the community received during that time was received and considered by Council in June. The 2021-2025 Council Plan and Budget is expected to be adopted by the end of June 2021.





# Developing the 2021-2025 Council Plan and Budget



## Shaping the Council Plan Outcomes

Each of the six themes from the Community Vision were used to shape Council Plan Outcomes for the draft Council Plan. Priorities from the Community Vision were considered through this process as Council worked to set Council Plan priorities, four-year initiatives and 2021-2022 actions.

## You told us!

### Draft Frankston City Community Vision 2040



#### Healthy families and communities

Empowering anyone that wants to improve their health, to access support and education needed to lead a healthier life.



#### Vibrant and inclusive communities

The community is proud of First Nations Peoples heritage and culture, and promotes a sense of pride and belonging for the local Aboriginal and Torres Strait community.



#### Natural environment and climate action

Frankston City is green and sustainable, both Council and community are committed to protecting the environment and addressing climate change.



#### Connected places and spaces

Frankston City is a well connected community that recognises its heritage, capitalises on its natural assets and encourages people to visit, study, work and live here.



#### Industry, employment and education

Frankston City is known for its education and business opportunities, including renewable energy, technology, hospitality and tourism.



#### Advocacy, governance and innovation

Frankston City Council puts innovation at the heart of all that it does while engaging with community and resources in a sustainable manner.

## We listened!

### Draft 2021-2025 Council Plan and Budget

#### Healthy and safe communities

- Active and healthy lifestyles that support residents living independently longer
- Long-term health and learning outcomes established in early childhood
- Reduction of harms from family violence, gambling, alcohol and other drugs
- Value and support young people



#### Community strength

- Accessibility of services to enhance social inclusion and mental wellbeing
- Volunteering to build connections and resilience within the community
- Frankston City's arts and cultural identity



#### Sustainable environment

- Climate emergency response and leadership
- Green canopy cover to reduce urban heat
- Diversion of waste from landfill
- Protection, access and connection to the natural environment



#### Well planned and liveable city

- Urban design renewal of public places and spaces
- Connected, accessible, smart and safe travel options
- Frankston City's identity as a liveable city



#### Thriving economy

- Business and industry investment attraction
- Activity centre precincts
- Local employment, education and training opportunities for all people



#### Progressive and engaged city

- Engagement with our community in communication and decision making
- Future ready service delivery through changes to culture, capability, connectivity and customer experience
- Sound governance to build trust in the integrity and transparency of Council



## **Consideration of Reports of Officers**

### **ADOPTION OF 2021-2025 COUNCIL PLAN AND BUDGET AND 2021-2025 REVENUE AND RATING PLAN**

#### **2021-2025 Revenue and Rating Plan**

**Meeting Date: 28 June 2021**

**Attachment: J**







# *Wominjeka* Welcome to *Frankston City*

Guramang (Gooramung) – Leather Back Turtle  
Mark Nakia Moonblood Brown

## Acknowledgement

Frankston City Council 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.







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## About this plan

To meet requirements of the Local Government Act 2020, key principles need to be considered regarding governance, community engagement, public transparency, strategic planning, financial management and service performance.

Strategic planning principles seek an integrated approach to planning, monitoring and performance reporting. Our planning must address the Community Vision and must take into account resources and risk associated with implementation of Council's plans.

Frankston City Council's Integrated Planning and Reporting Framework connects the long term community needs and aspirations through the **Frankston City 2040 Community Vision** considered in the development of our medium-long term strategy and resource plans **Council Plan and Budget, Revenue and Rating Plan, Municipal Health and Wellbeing Plan, Long Term Financial Plan, Long Term Infrastructure Plan, Municipal Planning Statement\*, Asset Plan\* and Workforce Plan\***.

These strategies and plans are operationalised and delivered through **Directorate Plans, Service Plans and Individual Performance Plans**.

Progress and results are reported back to the Community through the **Quarterly Performance Report, Local Government Performance Reporting Framework (LGPRF) and the Annual Report**.



The *Local Government Act 2020* now requires Council to prepare and adopt a Rating and Revenue Plan to cover a minimum period of four years following each Council election. The Revenue and Rating Plan sets out how Council will generate income to deliver the Council Plan, Council Services and infrastructure commitments over a 4 year period. The plan will define the revenue and rating envelope within which Council proposes to operate.

The introduction of rate capping under the Victorian Government's rate capping legislation has brought a renewed focus on Council's long-term financial sustainability. Rate capping continues to restrict Council's ability to raise revenue above the rate cap unless an application is made to the Essential Services Commission for a variation. Maintaining service delivery levels and investing in community infrastructure remain key priorities for Council.

Council provides a wide range of services to the community, often for a fee or charge. The nature of these fees and charges generally depends on whether they relate to statutory or discretionary services. Some of these, such as statutory planning fees are set by State Government statute and are commonly known as regulatory fees. In these cases, Council usually has no control over service pricing. For other services, Council has the ability to set a fee or charge and will set that fee based on the principles outlined in this Revenue and Rating Plan.

Council revenue can also be adversely affected by changes to funding from other levels of government. Some grants are tied to the delivery of council services, whilst many are tied directly to the delivery of new community infrastructure, such as roads or sport pavilions. It is important for Council to be clear about what grants it intends to apply for, and the obligations that grants create in the delivery of services or infrastructure.

A Revenue and Rating Plan provides a clear explanation of decisions made by Council in implementing Revenue and Rating Practices.

### Overarching Governance Principles

Section 9 of the Local Government Act states that a Council must in the performance of its role give effect to the overarching governance principles. This Plan gives effect to these by;

- Complying with the relevant law (section 9(a) of the Act)
- Giving priority to achieving the best outcomes for the municipality, including future generations (section 9(b) of the Act). This Plan ensures that in relation to community engagement practices, Council officers are compliant, act with integrity and act in the best interests of Council and the community.
- The economic, social and environmental sustainability of the municipality, including mitigation and planning for climate change risks, is promoted, (section 9 (c) of the Act. This plan has no impact on the economic and social sustainability, climate change and sustainability of Council in its preparation.
- Innovation and continuous improvement have been pursued (section 9(e) of the Act). This plan has provision for evaluation, monitoring and review (see Section XX of this plan)
- Collaboration with other Councils and Governments and statutory bodies has been sought (section 9(f) of the Act)
- Transparency of Council decisions, actions and information is ensured by the enactment of this plan (section 9(i) of the Act)

Under the Local Government Act 2020 Council is required to adhere to the requirements;

- Strategic Planning Principles (section 89) – seek an integrated approach to planning, monitoring and performance reporting. Council has an endorsed Integrated Planning and Reporting governance framework that will continue to evolve and ensure better outcomes for the community
- Revenue and Rating Plan (section 93)
- Financial Management Principles (section 101) – strategic risk of long term financial sustainability
- Service Performance Principles (section 106) – All of the plans above are operationalised and delivered through Directorate plan and Service plans. Council's Service planning framework facilitates these principles.

In this plan we will articulate the Rating Framework employed by council, the justification for basis of the framework, including the rationale and objective behind pricing decisions.

Links to Council policies;

- Waste services
- Financial hardship
- Advocacy
- Service planning framework
- Property Policy
- Recreation Policy
- Arts Centre Strategy

### Community Engagement

Deliberative community engagement is not prescribed for a Revenue and Rating Plan in wither the Local Government Act 2020, or the Local Government (Planning and Reporting) Regulations 2020. Given the low levels of understanding around rates, the benefits of educating the community are substantial and public consultation will be viewed as an integral part of a Revenue and Rating Plan.

The recent establishment of a Community Panel to deliberatively engage on the Vision and Council Plan. Council will convene the community panel to engage on the Long Term Financial Plan in June and a key aspect of that plan is the Revenue and Rating practices. This will be an ongoing conversation and assist with further engagement activities.

However consultative community engagement will be undertaken on Council's Revenue and Rating Plan in accordance with the Community Engagement Policy.

The following public consultation process will take place to ensure consideration and feedback from relevant stakeholders;

- Proposed Revenue and Rating Plan prepared and endorsed in principle by Council at its May meeting
- Proposed Revenue and Rating Plan placed on public exhibition for 28 days in conjunction with the Council Plan and Budget calling for Budget submissions
- Hearing of public submissions in June



- Revenue and Rating Plan (with revisions) presented to June Council meeting for adoption

## Challenges and Opportunities

Undertaking analysis of current revenue sources allows Council to strategically plan for financial sustainability. This plan aims to mitigate and address these challenges and take advantage opportunities.

### Challenges

- Rate capping. Constrains Council's ability to increase rates.
- Rates revenue is limited.
- Rates reliance. Rates and charges make up 63% of Council's total revenue.
- Rising waste costs. Volatility of the waste and recycling industry has seen significant increase in costs.
- Community expectations. Community expectations of Council to deliver high quality services and infrastructure place pressure on Council to deliver more.

### Opportunities

- Differential rates can be utilised shift the rate burden to be more equitable across ratepayers.
- New revenue sources.
- Grant income. Seeking grants and ensuring funding through advocacy for Frankston on all stages of Government
- Waste charge. Full cost recovery methodology of waste charge passed onto ratepayers based on user pays.

## Revenue snapshot

Council receives revenue from a number of different sources. Rates and charges are the most significant revenue source for Council and constitutes approximately 63%, with 13% raised through user fees, 18% income from capital and operating grants.



Rates and charges (includes waste charges)



Grants



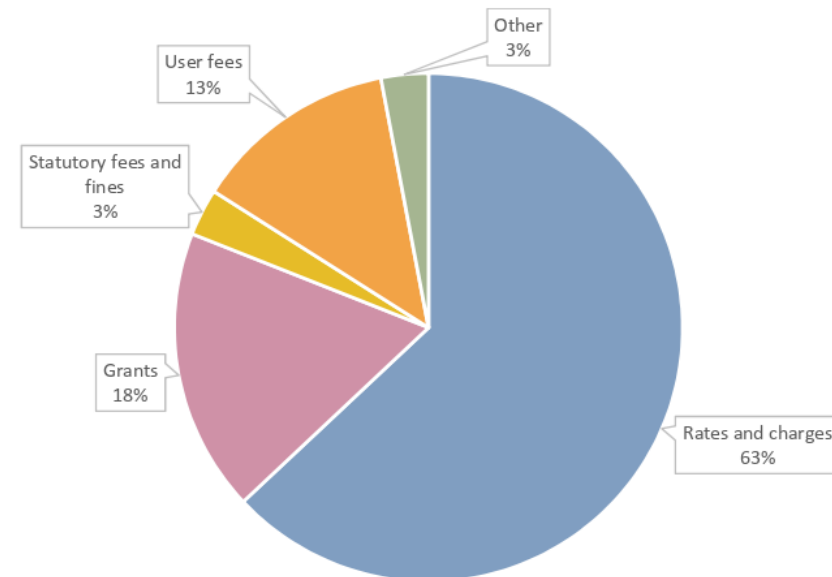
Statutory fees and fines



User fees



Other



For each of Council key revenue sources, this plan will identify:


- policy rational and key assumptions that underpin these
- key risks to be addressed











A summary of each revenue stream, key assumptions and strategy recommendations is shown below. Further information about each revenue stream will follow in the relevant section of this document.

Revenue Stream	Key Assumptions	Strategy Recommendations
<b>Rates and charges</b> 	Valuation base	That Frankston City Council continues to apply Capital Improved Valuation (CIV) and the valuation methodology to levy Council rates.
	Rating system	That Frankston City Council continues to apply differential rating as its rating system.
	Differential rated to be applied	<p>That Council continues to apply a uniform general rate for all residential properties, including flats and units and rural properties.</p> <p>That Council continues to apply the commercial and industrial rate at an increased surcharge of 25 per cent.</p> <p>That Council continues to apply the vacant residential land at an increased surcharge of 25 per cent.</p> <p>That Council continues to apply the derelict rate at an increased surcharge of 300 per cent.</p> <p>That the level of discount given to retirement village properties be maintained at 25 per cent.</p> <p>That the level of discount given to farm properties be maintained at 20 per cent.</p> <p>That Council will assess annually during the budget process if it will apply the differential rate to Acacia Estate properties to collect rates to fund additional maintenance works associated with the estate's reserves in accordance with the development's planning permit.</p>
	Council revaluations	That Council reviews the impact of Council revaluations and assesses differential rates applied to achieve an outcome that is considered equitable by Council.
	Special rates and charges	<p>That Council use special rates and charges in instances that fit the following circumstances:</p> <ul style="list-style-type: none"> <li>Funding of narrowly defined capital projects (e.g. streetscape works, private road sealing) where special benefit can be shown to exist to a grouping of property owners</li> <li>Raising funds for a dedicated purpose where the use of CIV is not the most equitable method of calculating property owner contributions.</li> </ul> <p>In circumstances outside of the above two scenarios, Council will use differential rating to achieve its objectives where permitted under Ministerial guidelines.</p>

Revenue Stream	Key Assumptions	Strategy Recommendations
<b>Rates and charges</b> 	Municipal charge	That Council continues to utilise a Municipal Charge as part of its rating strategy and will increase annually at the same level of rate percentage increases.
	Rate payment dates	<p>That Council continues to apply the mandatory rate instalment payment option in future rating years combined with the option of a nine instalment payment plan to encourage greater use of the direct debit payment approach.</p> <p>During the 2021-2022 year Council will investigate moving to ten monthly direct debit instalments and also introduce payment by credit card for direct debit instalments effective from the 2022-2023 rating period.</p>
	Victorian Government levies	<p>That Victorian Government taxes are best collected by the Victorian Government using its own available resources such as the State Revenue Office.</p> <p>That in the event that council is required to collect such Victorian Government taxes that these taxes be clearly identified as State charges.</p> <p>That Victorian Government fully reimburses Local Government for the cost of collecting State taxes.</p>
	Service rates and charges	That Council continues to apply a Waste Service charge as part of its rating strategy based on full cost recovery of the waste function.
<b>Grants</b> 		<p>Council as part of the service plan review cycle consider the grant funded service (including cost shifting considerations) and make recommendations to Council in each annual budget cycle</p> <p>Continue to advocate to secure essential funding for local services and projects (refer Advocacy Priorities)</p>

Revenue Stream	Key Assumptions	Strategy Recommendations
<b>User fees</b> 		<p>Council as part of the service plan review cycle consider the user pay for service and make recommendations to Council in each annual budget cycle. (including benchmarking of fees and charges)</p> <p>Council continues to explore additional sources of revenue</p> <p>Statutory Fees and charged in line with State or Federal Government legislation or Local Laws</p>
<b>Other</b> 	<p>Continuous improvement in service delivery</p>	<p>Council works on continuous improvement opportunities relating to customer excellence and more flexible access to data and payment methods.</p>
	<p>Debt Management and Hardship</p>	<p>That Council continues to promote the pensioner rebate provided by the Victorian Government to ratepayer who apply and qualify for the rebate.</p> <p>The Council review non-rateable properties to ensure that they qualify for exemption from rating.</p> <p>That Council continues to maintain the rates arrangements, deferral and waiver procedures as documented in the Rates and Charges Hardship Policy.</p> <p>That Council further review its Rates and Charges Hardship Policy on the release of the Victorian Ombudsman report</p>





Revenue Sources



## Rates

At present the legislative provisions that outline rates and charges are still contained in the Local Government Act 1989 pending transition to the Local Government Act 2020. The selection of rating philosophies and the choice between the limited rating options available under the Act is a difficult one for all Councils and it is most likely that a perfect approach is almost impossible to achieve in any local government environment. This is even more so the case for Frankston City Council where there are large disparities in the ability of various rating groups to afford payment of Council rates and in reality cross-subsidies are required to support residential areas that have socio-economic disadvantages.

The purpose of plan is therefore to consider what rating options are available to Council under the Local Government Act 1989 and how Council's choices in applying these options contribute towards meeting an equitable rating strategy. Council can have influence over a limited range of options available in the legislation and include the following;

1. The choice of valuation base to be utilised (three available choices)
2. Uniform versus differential rating for various classes of property
3. What is the most equitable level of differential rating across the property classes
4. Consideration of the application of a fixed service charge for waste collection and municipal administration
5. The application of special rates and charges
6. Other levies applied under the Act

Council rates are a property-based tax that allow Council to raise revenue to fund essential public services and major initiatives to benefit the municipality. The important feature of rates is that they are a tax and not a fee for service. Importantly, it is a taxation system that includes flexibility for councils to utilise

different tools in its rating structure to accommodate issues of equity and to ensure fairness in rating for all ratepayers.

It is important to note at the outset that the focus of this Plan is very different to that of the Long-Term Financial Plan document/Annual Budget. In these latter documents the key concern is the quantum of rates required to be raised for Council to deliver the services and capital expenditure required. In this Plan, the focus instead is on how the obligation to pay this quantum will be equitably distributed amongst Council's ratepayers.

The purpose of plan is therefore to consider what rating options are available to Council under the Local Government Act 1989, and how Council's choices in applying these options contribute towards meeting an equitable rating strategy.

Rates and charges are an important source of revenue, accounting for approximately 63 per cent of revenue received by Council. The collection of rates is an important factor in funding Council services.

Planning for future rate increases is therefore an essential component of the long-term financial planning process and plays a significant role in funding both additional service delivery and the increasing costs related to providing Council services.

Council is aware of the balance between rate revenue (as an important income source) and community sensitivity to rate increases. With the introduction of the State Government's rate capping legislation, all rate increases are capped to a rate declared by the Minister for Local Government, which is announced in December for the following financial year

Council currently utilises a waste service charge to recoup the full cost of waste services including collection, disposal, street sweeping, footpath sweeping, state government landfill levies, plus street and drain litter collection. The waste service charge is not capped under the rate cap.

## 1. Determining which valuation base to use

As outlined, under the *Local Government Act* (1989), Council has three options under the Local Government Act as to the valuation base it elects to use.

They are:

- **Capital Improved Valuation (CIV)** – Value of land and improvements upon the land
- **Site Valuation (SV)** – Value of land only
- **Net Annual Value (NAV)** – Rental valuation based on CIV. For residential and farm properties, NAV is calculated at 5 per cent of the Capital Improved Value. For commercial and industrial properties NAV is calculated as the greater of the estimated annual rental value or 5 per cent of the CIV.

### Capital Improved Value (CIV)

Capital Improved Valuation is the most commonly used valuation base by Victorian Local Government. Based on the value of both land and all improvements on the land, it is relatively easy to understand by ratepayers as it equates the market value of the property.

The key driver behind the majority use is the ability to apply differential rates should this valuation base be used.

Section 161 of the *Local Government Act* (1989) provides that a Council may raise any general rates by the application of a differential rate if –

- a) It uses the capital improved value system of valuing land; and
- b) It considers that a differential rate will contribute to the equitable and efficient carrying out of its functions.

Where a Council does not utilise capital improved valuation, it may only apply limited differential rates in relation to farm land, urban farm land or residential use land.

### Advantages of using Capital Improved Valuation (CIV)

- CIV includes all improvements, and hence is often supported on the basis that it more closely reflects “capacity to pay”. The CIV rating method takes into account the full development value of the property, and hence better meets the equity criteria than Site Value and NAV.
- With the increased frequency of valuations (previously two year intervals, now annually), the market values are more predictable and should reduce the level of objections resulting from valuations.
- The concept of the market value of property is far more easily understood with CIV rather than NAV or SV.
- Most Councils in Victoria have now adopted CIV which makes it easier to compare relative movements in rates and valuations across councils.
- The use of CIV allows Council to apply differential rates which greatly adds to Council’s ability to equitably distribute the rating burden based on ability to afford Council rates. CIV allows Council to apply higher rating differentials to the commercial and industrial sector that offset residential rates.

### Disadvantages of using CIV

- The main disadvantage with CIV is the fact that rates are based on the total property value which may not necessarily reflect the income level of the property owner as with pensioners and low income earners.

### Site Value (SV)

There are no Victorian Councils that use this valuation base. With valuations based simply on the valuation of land and with only very limited ability to apply differential rates, the implementation of Site Value in a Frankston City Council context would cause a massive shift in rate burden from the industrial/commercial sectors onto the residential sector.

There would be further rating movements away from modern townhouse style developments on relatively small land parcels to older established homes on the more typical quarter acre residential block.

In very many ways, it is difficult to see an equity argument being served by the implementation of Site Valuation in Frankston City Council.

#### Advantages of Site Value

- There is a perception that under site valuation, a uniform rate would promote development of land, particularly commercial and industrial developments. There is however little evidence to prove that this is the case.
- Scope for possible concessions for urban farm land and residential use land.

#### Disadvantages in using Site Value

- Under SV, there will be a significant shift from the Industrial/Commercial sector onto the residential sector of Council. The percentage increases in many cases will be in the extreme range.
- SV is a major burden on property owners that have large areas of land. Some of these owners may have much smaller/older dwellings compared to those who have smaller land areas but well developed dwellings - but will pay more in rates. A typical example is flat, units, townhouses which will all pay low rates compared to traditional housing styles.
- The use of SV can place pressure on Council to give concessions to categories of landowners on whom the rating burden is seen to fall disproportionately (e.g. farm land, urban farm land and residential use properties). Large landowners, such as farmers for example, are disadvantaged by the use of site value.
- SV will reduce Council's rating flexibility and options to deal with any rating inequities due to the removal of the ability to levy differential rates;
- The rate-paying community has greater difficulty in understanding the SV valuation on their rate notices, as indicated by many inquiries from ratepayers on this issue handled by Council's Customer Service and Property Revenue staff each year.

#### Net Annual Value (NAV)

Net annual value, in concept, represents the annual rental value of a property. However, in practice, NAV is closely linked to capital improved value for residential and farm properties. Valuers derive the NAV directly as 5 per cent of CIV.

In contrast to the treatment of residential and farms, Net Annual Value for commercial and industrial properties is assessed with regard to actual market rental. This differing treatment of commercial versus residential and farms has led to some suggestions that all properties should be valued on a rental basis.

Overall, the use of NAV is not supported. For residential and farm ratepayers, actual rental values pose some problems. The artificial rental estimate used may not represent actual market value, and means the base is the same as CIV but is harder to understand.

In choosing a valuation base, councils must decide on whether they wish to adopt a differential rating system (different rates in the dollar for different property categories) or a uniform rating system (same rate in the dollar). If a council was to choose the former, under the Act it must adopt either of the CIV or NAV methods of rating

#### Summary

It is recommended that Frankston City Council continue to apply Capital Improved Valuation as the valuation base for the following reasons:

- CIV is considered to be the closest approximation to an equitable basis for distribution of the rating burden.
- CIV provides Council with the ability to levy a full range of differential rates. Limited Differential rating only is available under the other rating bases.
- It should be noted that an overwhelming majority of Victorian Councils apply CIV as their rating base and as such, it has a wider community acceptance and understanding than the other rating bases.

### Strategy Recommendation

1. That Frankston City Council continues to apply Capital Improved Valuation and the valuation methodology to levy Council rates.

## 2. Determining the rating system - uniform or differential?

Council may apply a uniform rate or differential rates to address the needs of the Council. They are quite different in application and have different administrative and appeal mechanisms that need to be taken into account.

### Uniform rate

Section 160 of the Act stipulates that if a Council declares that general rates will be raised by the application of a uniform rate, the Council must specify a percentage as the uniform rate. Rates will be determined by multiplying that percentage by the value of the land.

Frankston does not adopt uniform rates, instead has adopted differential rating since amalgamation.

### Differential Rates

Frankston has adopted differential rating as it considers that differential rating contributes to the equitable distribution of the rating burden. Differential rating allows particular classes of properties to be assessed rates at different levels from the general rate set for the municipality. Differential rating allows Council to shift part of the rate burden from some groups of ratepayers to others, through different “rates in the dollar” for each class of property.

Under the *Local Government Act* (1989), Council is entitled to apply differential rates provided it uses Capital Improved Valuations as its base for rating. Section 161 outlines the regulations relating to differential rates. This section is outlined below.

- (1) A Council may raise any general rates by the application of a differential rate, if Council considers that the differential rate will contribute to the equitable and efficient carrying out of its functions.
- (2) If a Council declares a differential rate for any land, the Council must-

- a) Specify the objectives of the differential rate, which must be consistent with the equitable and efficient carrying out of the Councils functions and must include the following:
  - i. A definition of the types of classes of land which are subject to the rate and a statement of the reasons for the use and level of that rate.
  - ii. An identification of the type or classes of land which are subject to the rate in respect of the uses, geographic location (other than location on the basis of whether or not the land is within a specific ward in Councils district)
- b) Specify the characteristics of the land, which are the criteria for declaring the differential rate

The maximum differential allowed is no more than four (4) times the lowest differential. This is important in the Frankston City Council context as Council is very close to this limit in term of the variation between the current Retirement Village Rate and the Derelict rate.

Council, in striking the rate through the Annual Budget process sets the differential rate for set classes of properties at higher or lower amounts than the general rate. Currently there are seven (7) different levels of rates as outlined in Differentials section of this Revenue and Rating Plan.

### Objective of the rate and characteristics

For the declared differential rates it is considered that each differential rate will be used to contribute to the equitable and efficient carrying out of Council’s functions. The following are the objectives of the differential rates currently adopted for the different property types.

#### Commercial - developed and vacant land

The Commercial differential rate is applied to promote the economic development objectives for the Frankston Commercial Sector. This objective includes an ongoing, significant investment in place management to improve the functionality and appearance of activity centres, together with general economic development

promotion and facilitation activities, and through the creation of business opportunities by the activation of precincts such as the Frankston Central Activation Area. The commercial businesses of Frankston are expected to be beneficiaries of this ongoing significant investment by Council.

It is further noted that the application of a commercial differential rate further recognises the tax deductibility of Council rates for commercial properties which is not available to the residential sector and the income generating capability of commercial based properties.

#### *Taxation principles*

*Whilst Frankston City Council is an investor in the growth of the commercial sector (benefit principle), the key taxation principle applied by this differential rate is the relative capacity to pay of this sector, acknowledging both the taxation benefit allowed to commercial properties and the relatively lower capacity to pay by the residential sector of Council.*

#### **Industrial - developed and vacant land**

The Industrial rate is to promote economic development objectives for the Frankston Industrial Sector. This objective includes an ongoing, significant investment in place management to improve the functionality and appearance of activity centres, together with general economic development promotion and facilitation activities, and through the creation of business opportunities by the activation of precincts such as the Frankston Central Activation Area. The industrial businesses of Frankston are expected to be beneficiaries of this ongoing significant investment by Council.

#### *Taxation principles*

*Whilst Frankston City Council is an investor in the growth of the industrial sector (benefit principle), the key taxation principle applied by this differential rate is the relative capacity to pay of this sector, acknowledging both the taxation benefit allowed to industrial properties and the relatively lower capacity to pay by the residential sector of Council.*

#### **Vacant residential land**

The residential vacant land rate is to promote housing development objectives for the municipality including the development of vacant land in residential zoned areas.

#### *Taxation principles*

*The taxation principle applied in this differential is the efficiency principle where Council is endeavouring to discourage the banking of residential land and provide a financial incentive for its development.*

#### **Retirement village land**

Under the Ministerial Guidelines for differential rating, Council is required to give consideration to a differential rate for retirement villages. Differential rates are provided to Retirement Villages in 5 out of the 79 Victorian Councils with the discount provided ranging from 5 per cent to 25 per cent.

Council introduced a discount to retirement villages within the municipality to acknowledge that these facilities are deemed to be on private land and as such are not entitled to such services as road maintenance, footpath maintenance, power for street lighting, upkeep of kerb and gutters and street sweeping.

#### *Taxation principles*

*The key taxation principle applied with this rating differential is one of equity where retirement villages have funded the provision of their own infrastructure within their gated community and continue to pay for the ongoing maintenance of these infrastructure including roads, footpaths, lighting, etc. In addition, there is a social benefit provided by retirement villages in providing a facility that allows elderly residents to age in their residence in a supported environment and one which provides social and recreational activities that enhance lifestyles.*



**Derelict land**

As part of Council's move to improve its municipal streetscape a derelict land use rate was introduced on all derelict properties. This rate is three times the general rate and is not seen as a revenue-raising measure but an initiative which would give property owners a strong incentive to keep up the appearance of properties.

*Taxation principles*

*The taxation principle applied in this differential is the efficiency principle where Council is endeavouring to discourage property owners from neglecting their responsibility to keep up the appearance and safety of their properties.*

**Acacia Estate land**

A differential rate applied to the general rate was introduced for residents of the Acacia Heath Estate, to collect rates to fund additional maintenance works associated with the estate's reserves in accordance with the development's planning permit. From the 2020-2021 rating period, Council will consider at each annual budget process whether to apply a differential rate to the Acacia Heath and Spring Hill Estate. Acacia Estate properties will have the ordinary general rate in the dollar applied for 2020-2021. Council resolved on 1 June 2020 to not apply a differential rate to the Acacia Heath and Spring Hill Estate, the ordinary general rate in the dollar of 0.0027971 will be applied for 2020/2021.

**Farm land**

Council introduced a differential Farm rate to encourage the retention and expansion, where appropriate, of productive farming and agricultural activities in the Green Wedge areas. The differential Farm rate is a 20 per cent reduction of the general rate and is available to landholders of properties two hectares or greater and used as 'farm land'. Farm land means any rateable land that is used primarily for farming purposes (which may include grazing, poultry-farming, market garden or viticulture) that is used by a business that has a significant and substantial commercial purpose and is making a profit, or has reasonable prospect of making a profit from its activities, pursuant to the provisions as set out in

Section 2 of the *Valuation of Land Act* (1960). The main objectives of having a farm rate are:

- To promote and support the use of sound agricultural practices
- To conserve and protect areas which are suited to certain agricultural pursuits.
- To encourage proper land use consistent with genuine farming activities.

*Taxation principles*

*The key taxation principle applied with this rating differential is one of capacity to pay. Council farm properties are typically either just within or just beyond the urban growth boundary leading to high valuations for the respective use of the land. The farm differential applied reflects the high level of rates applied to land which is used for agricultural rather than development purposes.*

**Advantages of a differential rating system**

The perceived advantages of utilising a differential rating system are:

- There is greater flexibility to distribute the rate burden between all classes of property, and therefore link rates with the ability to pay and reflecting the tax deductibility of rates for commercial and industrial premises;
- Differential rating allows Council to better reflect the investment required by Council to establish infrastructure to meet the needs of the commercial and industrial sector;
- Enables Council to encourage particular developments through its rating approach e.g. encourage building on vacant blocks;
- Allows Council to reflect the unique circumstances of some rating categories where the application of a uniform rate may create an inequitable outcome (e.g. Farming enterprises);
- Allows Council discretion in the imposition of rates to 'facilitate and encourage appropriate development of its municipal district in the best interest of the community'.
-

### Disadvantages of Differential Rating

The perceived disadvantages in applying differential rating are:

- The justification of the differential rate can at times be difficult for the various rating groups to accept giving rise to queries, objections and complaints where the differentials may seem to be excessive;
- Differential rates can be confusing to ratepayers, as they may have difficulty to understand the system. Some rating categories may feel they are unfavourably treated because they are paying a higher level of rates than other ratepayer groups.
- Differential rating involves a degree of administrative complexity as properties continually shift from one type to another (e.g. residential to commercial, vacant to developed) requiring Council to update its records. Ensuring the accuracy/integrity of Council's data base is critical to ensure that properties are correctly classified into their differential rate category.
- Council may not achieve the objectives it aims for through differential rating. For example, Council may set its differential rate objectives to levy a higher rate on land not developed, however it is uncertain as to whether the differential rate achieves those objectives.

### Strategy Recommendation

2. That Frankston City Council continues to apply differential rating as its rating system.



### 3. What differential rates should be applied?

The table below highlights the differential rates currently applied by Frankston City Council and the number of relevant assessments in each category.

Differential Type	% Difference to General Rate 2020-2021	% Difference to General Rate 2021-2022
Rate for Retirement Villages	- 25.00%	- 25.00%
Rate for Commercial Land	+ 25.00%	+ 25.00%
Rate for Industrial Land	+ 25.00%	+ 25.00%
Rate for Vacant Residential Land	+ 25.00%	+ 25.00%
Rate for Farm Land	- 20.00%	- 20.00%
Rate for Derelict Land	+ 300.00%	+ 300.00%

#### General Rates (Residential)

This category which has 56,621 assessments includes all residential properties, including flats and units which until recent years were rated under a separate differential. It contributes 84.04 per cent of the total rates levied.

This strategy recommends that Council continue applying the general rate for all residential properties, including flats and units.

#### Retirement Villages

Frankston City Council has 574 retirement village properties which constitute 0.90 per cent of the total assessments, contribute 0.29 per cent of the total rates raised.

This strategy recommends that the retirement village rate remain the same at a discount of 25 per cent of the general rate.

#### Commercial (Developed and Vacant)

Frankston City Council has 2,077 commercial properties which constitute 3.26 per cent of the total assessments, contributing 7.56 per cent of the total rates raised.

The commercial CBD properties used to have a higher differential rate due to a historic agreement between Council and commercial properties. This agreement essentially included the removal of ticket parking within the CBD to be offset by a 25 per cent increase in rates to be paid by the commercial CBD properties. This differential has been removed and has been combined with all other commercial properties.

Commercial properties are defined as those selling a product or providing a service. These properties are similar to industrial properties in respect that they are businesses providing employment opportunities. The commercial differential rate is a part of a rating system which maintains, as far as possible, the current rates burden on commercial properties given the tax deductibility of rates for businesses and the extent of use of the infrastructure by business, especially the road network.

This strategy recommends that the commercial rate surcharge remain the same at 125 per cent of the general rate.

#### Industrial Rate (Developed and vacant)

Council has 3,264 industrial developed properties.

Industrial properties are those that are used for the purposes of manufacturing. These properties which constitute 5.12 per cent of the total assessments, contribute only 6.11 per cent of the total rates raised.

Currently there is no difference in the rate in the dollar between the developed commercial and the developed industrial properties. Typically commercial entities vary more in size than industrial properties ranging from milk bar operations to major shopping centre retailers and in many cases the capacity to pay higher rates in the commercial sector is marginal. It must also be acknowledged that Council has been required (and will over the next decade) to invest heavily in the construction of infrastructure for industrial development which does not typically apply in the commercial sector.

This strategy recommends that the commercial rate surcharge remain the same at 125 per cent of the general rate.

### Vacant Residential

Frankston City Council has 484 vacant residential properties which constitute 0.76 per cent of the total assessments, contribute 1.04 per cent of the total rates raised.

This strategy recommends that a vacant residential rate surcharge remain the same at 125 per cent of the general rate.

### Acacia Estate

Frankston City Council has 244 Acacia Estate properties which constitute 0.38 per cent of the total assessments, contribute 0.53 per cent of the total rates raised. Frankston City Council currently applies a differential rate to Acacia Estate to collect funds to provide additional maintenance works associated with the estates reserves in accordance with the development's planning permit. From the 2020-2021 rating period, Council will consider at each annual budget process whether to apply a differential rate to the Acacia Heath and Spring Hill Estate. Acacia Estate properties will have the ordinary general rate in the dollar applied for 2020-2021. Council resolved on 1 June 2020 to not apply a differential rate to the Acacia Heath and Spring Hill Estate, the ordinary general rate in the dollar of 0.00227971 will be applied for 2020-2021.

### Derelict land

Frankston City Council has 1 derelict properties that constitute 0.001 per cent of the total assessments, contribute 0.001 per cent of the total rates raised. Council proposes to revise the definition of 'derelict' properties to improve its municipal streetscape and give property owners a strong incentive to maintain the appearance of any property. For the purposes of applying the differential rate, properties will be considered derelict if they meet one or more of the following criteria:

- The building or land is destroyed, decayed, deteriorated, or fallen into partial ruin especially through neglect or misuse. This may include but not be limited

to excessive dirt; peeling paint; broken windows, elements of the facade or advertising signs; loose or broken fittings, fixtures; or faulty lighting.

- The building or land constitutes a danger to health or property. This may include but not limited to:
  - o The existence on the property of vermin, litter, fire or other environmental hazards
  - o A partially built structure where there is no reasonable progress of the building permit
- Provides an opportunity to be used in a manner that may cause a nuisance or become detrimental to the amenity of the immediate area
- Is in such a state of repair that would prohibit its occupation
- The condition of the property or land has a potential to affect the value of other land or property in the vicinity.
- There is excessive growth of grass and or noxious weeds or undergrowth
- Affects the general amenity of adjoining land or neighbourhood by the appearance of graffiti, any stored unregistered motor vehicles, machinery (or parts thereof), scrap metal, second hand timber and or building materials, waste paper, rags, bottles, soil or similar materials.

The assessment of these properties will be completed by Council's officers authorised under the Frankston City Council General Local Law 2016 – No.8.

This strategy recommends that the derelict rate surcharge remain the same at 300 per cent of the general rate.

### Farm Rate

Frankston City Council has 5 farm properties that constitute 0.01 per cent of the total assessments, contribute 0.04 per cent of the total rates raised. The main objectives of having a farm rate are:

- To promote and support the use of sound agricultural practices

- To conserve and protect areas which are suited to certain agricultural pursuits.
- To encourage proper land use consistent with genuine farming activities.

These properties receive a 'discount' of 20 per cent against the general rate. One of the key issues with the farm rate is the eligibility requirement to receive this discount. Currently to receive the discount a property must meet the definition of farmland under the Valuation of Land Act, which requires the following:

- At least 2 hectares
- Primarily used for agricultural production
- Used by a business that has a significant or substantial commercial purpose, seeks to make a profit on a continuous or repetitive basis or has a reasonable prospect of making a profit from the agricultural business being undertaken.

Most farm properties are very high in value and consequently attract relatively high rates per assessment.

Farming enterprises are also perceived as not receiving the same level of service that are received by urban ratepayers as a result of their distance from urban infrastructure and services. Historically Councils were required to levy a farm rate which had to be lower than the general rate however there is no longer this requirement in the Act. Frankston City Council's farm rate is currently 80 per cent of the general rate.

This strategy recommends that the level of discount given to farm properties remains the same at 20 per cent.

### Other

**Cultural & Recreational Lands:** Council currently has 5 properties that are classified as cultural and recreational lands assessments. Council is required to consider a rating discount for these properties under the Cultural and Recreational Lands Act based on considered benefits to the community and the services provided by Council.

Properties that qualify for consideration as Cultural and Recreational lands are classified and rated as commercial properties with a discount then being applied to this rate. For those clubs (5) that utilise gaming machines, turf clubs and golf clubs, the discount provided ranges between 25 per cent and 60 per cent.

It is recommended that Council continue to allow a discount to Cultural and Recreational properties subject to an ongoing review every two years.

**Ministry of Housing:** Council currently has 102 properties that are classified as Ministry of Housing lands assessments. Council has agreed to consider a rating discount for these properties based on considered benefits to the community and the services provided by Council. Properties that qualify as Ministry of Housing lands are classified and rated with a discount of 50 per cent then being applied to this rate.

It is recommended that Council continue to allow a discount to Ministry of Housing properties.

**Baxter Village:** Council currently has 418 properties within the Baxter Village precinct. Council has agreed to consider a rating discount for these properties based on considered benefits to the community and the services provided by Council. Properties within the Baxter Village are classified and rated as residential properties with a discount of **30 per cent** then being applied to this rate.

It is recommended that Council continue to allow a discount to Baxter Village properties.

## Strategy Recommendation

That Council continues to apply:

1. The uniform general rate for all residential properties, including flats and units and rural properties.
2. The commercial and industrial rate at an increased surcharge of 25 per cent.
3. The vacant residential land at an increased surcharge of 25 per cent.
4. The derelict rate at an increased surcharge of 300 per cent.
5. The level of discount given to retirement village properties be maintained at 25 per cent.
6. The level of discount given to farm properties be maintained at 20 per cent.
7. That Council will assess annually during the budget process if it will apply the differential rate to Acacia Estate properties to collect rates to fund additional maintenance works associated with the estate's reserves in accordance with the development's planning permit.

In implementing the above outcomes, Council needs to be mindful of the periodic impacts of Council revaluations to be discussed in the following section.

## 4. Understanding the impacts of Council revaluations

The purpose of this section is to provide an overview of the rate revaluation process and issues that arise from this process.

### Victorian Land Valuations

From 1 July 2018, the Government centralised land valuation under the Valuer-General Victoria (VGV) and introduced a new annual cycle of valuations for Land Tax, Fire Services Property Levy and Council Rate setting purposes. These changes came into effect for the 2019 revaluation year and were used for the first time in the 2019-2020 rating period.

### How are valuations undertaken?

The 2021 annual revaluations was undertaken by the VGV as the valuation authority and used by Frankston City Council in forming the 2021-2022 budget. Previously, the State contributed 50 per cent of the cost of biennial valuations to councils, whereas, the new arrangements see the State pay for the full cost of annual revaluations, with councils paying for supplementary valuations. It is estimated that collectively councils will save \$15 million every two years. The changes do not change underlying valuation principles or methodologies. Property values are determined by qualified valuers comparing each property to the recent sales figures of similar properties in the neighbourhood. The key factors are location, land size, type of house and condition. The VG is responsible for reviewing the total valuation of each municipality for accuracy before certifying that the valuations are true and correct. Valuations are conducted using Best Practice Guidelines formulated and published by the VG.

### No 'Windfall Gain'

There is a common misconception that if a property's valuation rises then Council receives a "windfall gain" with additional income. This is not so as the revaluation process results in a redistribution of the rate burden across all properties in the municipality. Any increase to total valuations of the municipality is offset by a reduction to the rate in dollar (ad valorem rate) used to calculate the rate for each

property. Total income is fixed each year as part of the budget process. Council only seeks to increase the total amount of revenue required in order to account for CPI, wage and other service costs imposed upon it.

The below table highlights the impact of the 2021 Council revaluation.

Type or class of land	2020-2021 \$	2020-2021 \$	2021-2022 \$	Change
Ordinary rate	32,724,840,001	32,960,850,001	34,548,985,001	4.82%
Retirement villages	151,802,500	151,802,500	156,215,000	2.91%
Commercial land	2,652,891,000	2,657,780,500	2,486,268,500	-6.45%
Industrial land	1,965,070,500	2,008,624,500	2,007,875,000	-0.04%
Vacant residential land	335,237,500	325,355,000	340,702,500	4.72%
Acacia Heath	201,415,000	204,495,000	216,550,000	5.90%
Farm land	21,225,000	21,275,000	24,275,000	14.10%
Derelict land	300,000	300,000	320,000	6.67%
Rateable recreational properties	163,515,000	163,515,000	158,275,000	-3.20%
Rate by agreement (including Baxter Village)	103,680,000	103,680,000	104,450,000	0.74%
<b>Total value of land</b>	<b>38,319,976,501</b>	<b>38,597,677,501</b>	<b>40,043,916,001</b>	<b>3.75%</b>

During the 2020-2021 year, a revaluation of all properties within the municipality was carried out and will apply from 1 July 2021 for the 2021-2022 year, with the level of value date being 1 January 2021. The outcome of the general revaluation has seen a change in property valuations throughout the municipality. Overall, property valuations across the municipality have increased by 3.75 per cent. Of this increase, residential properties have increased by 4.82 per cent, commercial properties decreased by 6.45 per cent and industrial properties decreased by 0.04 per cent.

In view of the outcomes of the general revaluation of all properties within the Council's municipal district during the 2021-2022 year, Council has chosen to change the existing Acacia Heath rate differential. In aggregate, total rates and charges will increase by 1.50 per cent (general rates and municipal charges (1.50 per cent), green waste charges (0.00 per cent) and general waste charges (4.95 per cent) compared to 2020-2021. This will be achieved by increasing the rate in the dollar due to the marginal increase in property valuations of 3.75 per cent across the municipality following the 2021 general revaluation.



Council needs to be mindful of the impacts of revaluations on the various property types in implementing the differential rating strategy outlined in the previous section to ensure that rises and falls in Council rates remain affordable and that rating 'shocks' are mitigated to some degree.

Type or class of land	Budget 2020-2021	Annualised rates levied 2020-2021	Budget 2021-2022	Change
	\$	\$	\$	
Ordinary rate	76,112,389	76,666,937	78,761,667	2.73%
Retirement villages	264,800	264,744	267,095	0.89%
Commercial land	7,712,714	7,726,168	7,084,995	(8.30%)
Industrial land	5,713,023	5,839,071	5,721,741	(2.01%)
Vacant residential land	974,631	945,807	970,883	2.65%
Acacia Heath	468,457	475,655	493,671	3.79%
Farm land	39,493	39,593	44,272	11.82%
Derelict land	2,093	2,093	2,189	4.57%
Rateable recreational properties	259,221	259,182	245,915	(5.12%)
Rate by agreement (including Baxter Village)	125,135	125,054	123,532	(1.22%)
<b>Total amount to be raised by general rates</b>	<b>91,671,956</b>	<b>92,344,304</b>	<b>93,715,959</b>	<b>1.49%</b>

In terms of the impact on the **average** residential property in Frankston City Council, the total rates and charges annual impact is \$61.08 or \$1.17 per week (includes waste charges).

Average general residential rate	2020-2021	2021-2022	Variance %	Variance \$
Median residential valuation in Frankston	\$ 582,479	\$ 610,180	4.76%	
Residential rate in the dollar	0.002325829	0.00227971		
Total rates	\$ 1,354.75	\$ 1,391.03	2.67%	\$36.29
Municipal charge	\$166.40	\$168.90	1.47%	\$2.49
Council garbage charge (120L)(No GST)	\$399.00	\$421.30	4.95%	\$22.30
<b>Total rates and charges median residential</b>	<b>\$ 1,920.15</b>	<b>\$ 1,981.23</b>	<b>3.18%</b>	<b>\$61.08</b>

The annual impact on **average** commercial properties in Frankston City Council for total rates and charges is a decrease of \$263.18 or \$5.06 per week (includes waste charges).

Average commercial rate	2020-2021	2021-2022	Variance %	Variance \$
Median commercial valuation in Frankston	\$ 1,272,370	\$ 1,197,048	-5.91%	
Commercial rate in the dollar	0.00290729	0.00284965		
Total rates	\$ 3,699.14	\$ 3,411.17	-7.78%	(\$287.98)
Municipal charge	\$ 166.40	\$ 168.90	1.47%	\$2.49
Council garbage charge (120L)	\$ 399.00	\$ 421.30	4.95%	\$22.30
<b>Total rates and charges median commercial</b>	<b>\$ 4,264.55</b>	<b>\$ 4,001.36</b>	<b>-6.2%</b>	<b>(\$263.18)</b>

The annual impact on **average** industrial properties in Frankston City Council for total rates and charges is an increase of \$62.22 or \$1.19 per week (includes waste charges).

Average industrial rate	2020-2021	2021-2022	Variance %	Variance \$
Median industrial valuation in Frankston	\$ 625,221	\$ 615,158	-1.60%	
Industrial rate in the dollar	0.002907287	0.00284965		
Total rates	\$ 1,817.70	\$ 1,752.98	-3.56%	(\$64.71)
Municipal charge	\$ 166.40	\$ 168.90	1.47%	\$2.49
<b>Total rates and charges median industrial</b>	<b>\$ 1,984.10</b>	<b>\$ 1,921.88</b>	<b>-3.14%</b>	<b>(\$62.22)</b>

### Objections to Property Valuation

The *Valuation of Land Act* (1960) provides that objection to the valuation may be made each year within two months of the issue of the original Rates and Valuation Notice (Rates Notice), or amended notice when a Supplementary Valuation is undertaken during the rating period.

Objections must be dealt with in accordance with the *Valuation of Land Act* – Division 3 Sections 16-21.

The Act was amended in 2006 in order to improve the valuation objection process and reduce the number of lengthy and costly disputes. The Act specifically improves the processes and practices for lodging an objection, sharing and exchange of information, referring an objection dispute to VCAT, awarding of costs, Valuer General notifications and certification of supplementary valuations. Further information can be obtained by contacting Council or accessing the Land Victoria web site at [www.propertyandlandtitles.vic.gov.au/valuation/council-valuations](http://www.propertyandlandtitles.vic.gov.au/valuation/council-valuations) Council will continue to advise ratepayers via the "Rates and Valuation Notice" (the Rate Notice), web site and Frankston City News, of their right to object and appeal the valuation. Property owners also have the ability to object to the site valuations on receipt of their Land Tax Assessment. Property owners can appeal their land valuation within 2 months of receipt of Council Rate Notice (via Council) or within 2 months of receipt of their Land Tax Assessment (via State Revenue Office).

### Strategy Recommendation

3. That Council reviews the impact of Council revaluations and assesses differential rates applied to achieve an outcome that is considered equitable by Council.



## 5. Special rates and charges

Special rates and charges are covered under Section 163 of the *Local Government Act* (1989), which enables Council to declare a special rate or charge or a combination of both for the purposes of:

- Defraying any expenses; or
- Repaying with interest any advance made or debt incurred or loan raised by Council.

In relation to the performance of a function or the exercise of a power of the Council, if the Council considers that the performance of the function or the exercise of the power is or will be of special benefit to the persons required to pay the special rate or special charge.

There are detailed procedural requirements that Council needs to follow to introduce a special rate or charge, including how Council can apply funds derived from this source.

Section 185 of the *Local Government Act* (1989) provides appeal rights to VCAT in relation to the imposition of a special rate or charge. The Tribunal has wide powers, which could affect the viability of the special rate or charge. It can set the rate or charge completely aside if it is satisfied that certain criteria are met. Council should be particularly mindful of the issue of proving that special benefit exists to those that are being levied the rate or charge.

In summary, differential rates are much simpler to introduce and less subject to challenge. There may be instances however where a special charge is desirable if raising the levy by use of CIV is not equitable. It is recommended that Council utilises special rates and charges only in the instances outlined below.

## Strategy Recommendation

4. That Council use special rates and charges in instances that fit the following circumstances:
  - Funding of narrowly defined capital projects (e.g. streetscape works, private road sealing) where special benefit can be shown to exist to a grouping of property owners
  - Raising funds for a dedicated purpose where the use of CIV is not the most equitable method of calculating property owner contributions.
5. In circumstances outside of the above two scenarios, Council will use differential rating to achieve its objectives.

## 6. Municipal charge

Another principle rating option available to Councils is the application of a municipal charge. Under Section 159 of the *Local Government Act* (1989), council may declare a municipal charge to cover some of the administrative costs of the Council. The legislation is not definitive on what comprises administrative costs and does not require Council to specify what is covered by the charge.

A Council's total revenue from a municipal charge in a financial year must not exceed 20 per cent of the combined sum total of the Council's total revenue from the municipal charge and the revenue from general rates. The application of a municipal charge represents a choice to raise a portion of the rates by a flat fee for all properties, rather than sole use of the CIV valuation method.

The arguments in favour of a municipal charge are similar to waste charges. They apply equally to all properties and are based upon the recovery of a fixed cost of providing administrative services irrespective of valuation. The same contribution amount per assessment to cover a portion of Councils administrative costs can be seen as an equitable method of recovering these costs.

The argument against a municipal charge is that this charge is regressive in nature and would result in lower valued properties paying higher overall rates and charges than they do at present. The equity objective in levying rates against property values is lost in a municipal charge as it is levied uniformly across all assessments.

This strategy recommends that council continue to apply a Municipal Charge.

### Strategy Recommendation

1. That Council continues to utilise a Municipal Charge as part of its rating strategy and will increase annually at the same level of rates increases.

## 7. Service rates and charges

Section 162 of the *Local Government Act* (1989) provides Council with the opportunity to raise service rates and charges for any of the following services:

- a) The provision of a water supply
- b) The collection and disposal of refuse
- c) The provision of sewerage services
- d) Any other prescribed service.

Frankston City Council currently applies a service Charge for the collection and disposal of refuse on properties that fall within the collection area. Council retains the objective of setting the service charge for waste at a level that fully recovers the cost of the waste function.

The advantages of the waste service charge is that it is readily understood and accepted by residents as a fee for a direct service that they receive. It further provides equity in the rating system in that all residents who receive exactly the same service level all pay an equivalent amount.

The disadvantage of the waste service charge is similar to the municipal charge in that it is regressive in nature. A fixed charge to a low valued property comprises a far greater proportion of the overall rates than it does to a more highly valued property.

On balance however it is recommended that Council retain the existing waste service charge. Unlike a municipal charge where the direct benefit to the resident is invisible – the garbage charge is a tangible service that is provided directly to all in the same fashion.

Should Council elect not to have a waste service charge, this same amount would be required to be raised by way of an increased general rate – meaning that residents in higher valued properties would substantially pay for the waste service of lower valued properties. Whilst this same principle applies for rates in general, the mix of having a single fixed charge combined with valuation driven rates for the remainder of the rate invoice provides a balanced and equitable outcome.

## Strategy Recommendation

1. That Council continues to apply a Waste Service charge as part of its rating strategy based on full cost recovery of the waste function.

## 8. Rebates

### Rebates – LGA Section 169

A rebate is a mechanism through which a targeted group receives a discount or concession to achieve certain objectives. Essentially rebates are funded through the general rate pool. More specifically, the amount required to fund the rebate is calculated and is incorporated into the total rates and charges requirement. For transparency the amount of any rebate or concession funded by ratepayers should be declared on an annual basis.

Council may grant rebates or concessions in accordance with the *Local Government Act* (1989) to assist the proper development of the municipal district, to preserve, maintain and restore historical, environmental, architectural or scientific buildings or places of interest important within and to the municipality, to or to generally assist the proper development of all or part of the municipal district. Generally conditions or undertakings are required and if not met require the rebate or concession to be repaid in part or in full as the case may be.

In 2009 the *Local Government Act* (1989) was amended to allow Council to provide rebates to support the provision of affordable housing by a registered agency. It is not proposed to provide any rebate for the provision of affordable housing for 2019-2020.

#### Community Grants

Council operates the community grants, sponsorships and donations program to support a wide variety of community organisations, events and networks. Based on principles of accountability and transparency, and in lieu of the granting an application for rebates of rates, it is Councils' preference that such organisations apply for funding under this program.

#### Pensioner Rebates

Holders of a Centrelink or Veterans Affairs Pension Concession card, or a Veteran Affairs Gold card which stipulates TPI or War Widow (excludes Health Care and DVA all conditions, POW, EDA and dependent cards) may claim a rebate on their sole or principle place of residence.

The government-funded indexed rebate is provided under the Municipal Rates Concession Scheme. The rebate for 2020-2021 will be \$241.00 (\$235.15 in 2019-2020) or 50 per cent of the rate payment, whichever is the lesser amount. The government has also funded a rebate for eligible pensioners of \$50.00 to partially offset the introduction of the Fire Services Property Levy in 2013-2014, this amount has not been adjusted since its introduction.

Upon initial application and verification, an ongoing eligibility is maintained unless rejected by Centrelink or Department of Veteran Affairs during the annual verification process. Upon acceptance of pensioner status the concession or rebate is deducted from the rate account before payment by the ratepayer. Applications for the concession must be lodged by 30 June in each year.

### Emergency Relief

Council's Rates and Charges Hardship policy will be amend to ensure Council has an opportunity to provide temporary support measures for ratepayers who are in need of financial assistance during a State of Emergency/Pandemic/Extraordinary Circumstances. The policy will allow for the following during a State of Emergency/Pandemic/Extraordinary Circumstance:

- a) Provide rate relief as determined by Council;
- b) Place on hold the raising of penalty interest on overdue rates payments for a period of time;
- c) Provide a rate waiver for a class or classes of property or ratepayer;
- d) Provide flexible Arrangement to Pay options;
- e) Provide a deferral of rates for a period of time on a case by case basis where hardship can be substantiated; and
- f) Withhold all new legal action on outstanding accounts, where legal costs would be incurred by the ratepayer for a period of time as determined by Council.

### Exemptions from Rating

The *Local Government Act* (1989) Section 154 declares that all land is rateable with a number of exceptions including Crown land occupied for municipal purposes, land used exclusively for charitable purposes, the residence of a practicing Minister of Religion, certain land used for mining purposes, clubs or memorials under the Patriotic Funds Act, Returned Services League and related associations as defined. Generally land is not used exclusively for public municipal or charitable purposes if it is a residence, is used for the retail sale of goods or the carrying on a business for profit.

A review of non-rateable properties is scheduled to ensure that these properties are in fact eligible for exemption for rating purposes.

### Interest on rate arrears and overdue rates

Interest may be charged on all overdue rates and charges in accordance with Section 172 of the *Local Government Act* 1989, namely:

- a. If Council declares that rates and charges for a rating year are required to be paid in four instalments, then Penalty Interest is applied on and from the date on which the missed instalment becomes due.
- b. Penalty Interest is calculated at the prescribed penalty interest rate as set by the Attorney-General under section 2 of the Penalty Interest Rates Act 1983. Interest on late payments is currently charged at 10% p.a.
- c. The penalty interest rate applied to the outstanding rates and charges debt of those ratepayers eligible for a pensioner concession and / or those suffering financial hardship is determined each year during Council's Annual Budget process.

### Rates and Charges Deferment and Hardship Policy

*Council recognised that managing financial hardship is a shared responsibility. Sections 170, 171 and 171A of the Local Government Act 1989 give Council the power to defer and / or waive in whole or part the payment of rates and charges if*

*Council determines the enforcement of the requirement to pay would cause hardship to the ratepayer.*

Council has a Rates and Charges Hardship Policy in place to aid ratepayers experiencing difficulty in paying their rates and charges. The policy is to enable a person liable for rates and charges and experiencing financial hardship, to make application to Council for assistance relating to rates and charges levied on a property under the *Local Government Act 1989*.

The Policy also provides Council officers a framework to provide financial relief to ratepayers who need assistance and to ensure all applications are assessed based on the principals of fairness, integrity, confidentiality and compliance with statutory requirements while at the same time ensuring that all other ratepayers are not disadvantaged by the granting of inappropriate relief from Council.

Frankston's Rates and Charges Hardship Policy establishes Council policy in relation to:

- Management of the payment of rates and charges by special arrangement;
- Applications to defer payment of rates and charges;
- Applications to have rates and charges waived; and
- Levying of penalty interest on outstanding rates and charges.

The difference between a waiver and a deferral is that a deferral suspends payment for a period of time whereas a waiver permanently exempts payment of the fee or charge under discussion. Applications for waiver and deferral will be individually assessed against the criteria stated in the Rates and Charges Hardship Policy. Council may waive penalty interest on compassionate grounds or as in the case of financial hardship, subject to sighting proof of financial hardship from certified financial counsellors.

The application of fairness as a principle also applies to recognising the impact of unpaid rates on those who have paid their rates in full.

The timely collection of rates and charges ensures adequate revenue for the provision of council services and planned capital works projects provided by Council for the community.

It should be noted that this area is currently the subject of a review by the Victorian Ombudsman and Council will review the findings of that report and consider further improvements to its Rates Hardship Policy.

#### Debt Recovery

Council makes every effort to contact ratepayers at their correct address, but it is the ratepayers' responsibility to properly advise Council of their contact details. The *Local Government Act 1989* Section 230 and 231 requires both the vendor and buyer of property, or their agents (e.g. solicitors and or conveyancers), to notify Council by way of notice of disposition or acquisition of an interest in land.

If an account becomes overdue, Council will issue an overdue reminder notice which will include accrued penalty interest. Other than the annual valuation and rate notice, at least five reminder notices are issued before considering legal action. If the account remains unpaid, Council may take legal action without further notice to recover the overdue amount. All fees and court costs incurred will be recoverable from the ratepayer.

If an amount payable by way of rates in respect to land has been in arrears for three years or more, Council may take action to sell the property in accordance with the *Local Government Act 1989* Section 181.

#### Strategy Recommendation

1. That Council continues to promote the pensioner rebate provided by the Victorian Government to ratepayer who apply and qualify for the rebate.
2. The Council review non-rateable properties to ensure that they qualify for exemption from rating.
3. That Council continues to maintain the rates arrangements, deferral and waiver procedures as documented in the Rates and Charges Hardship Policy.
4. That Council further review its Rates and Charges Hardship Policy on the release of the Victorian Ombudsman report.



## 9. Rate payment collections

### Liability to Pay Rates

*Local Government Act* (1989) Section 156 makes the owner of the land liable to pay the rates and charges on that land. In certain cases, the occupier, mortgagee or licensee holder is liable to pay the rates.

The *Local Government Act* (1989) Section 156(6) declares the rate or charge, unpaid interest or costs to be a first charge upon the land.

#### Current Payment Dates for Rates

Council, in accordance with the *Local Government Act* (1989) Section 167 (1) **must** allow for the payment of rates by four instalments per annum. Council **may** allow a person to pay a rate or charge in a single lump sum payment *Local Government Act* (1989) Section 167 (2).

The Minister fixes instalment and single lump sum payment dates by notice published in the Government gazette.

On 17 February 2014, Frankston City Council adopted the 'instalment only' rate payment methodology. The resolution offers ratepayers the option to pay rates by four instalments due on 30 September, 30 November, 28 February and 31 May each year, or the next working day thereafter should those days be a weekend or public holiday. Residents can elect to advance pay instalments at any point in order to opt out of the instalment dates.

Moving to this alternate rate payment methodology has a number of advantages which are:

- The time period between when the notice is first issued and the payment date is reduced (approximately 2 months) which should minimise the opportunity for the payment to be overlooked by the ratepayer and can assist in ratepayers managing financial commitments;
- Currently the application of penalty interest using the current approach causes considerable distress to residents and impacts on Council's relationship with its ratepayers. The use of the alternative payment method should reduce this distress considerably;

- This approach brings payments into line with other authority billing, such as gas, electricity and water

Under the mandatory instalment option, interest penalties are only backdated to the due date of the missed payment which is accepted generally by all.

It is Council's objective to have the most positive relationship possible with all of its residents and imposing such a punitive penalty -that is not seen as just – does not assist in achieving this.

Council operates under a 1 July - 30 June financial year and Victorian Local Government is probably the only government agency/ utility that issues an annual account in July and then has to wait seven months to receive the majority of its revenue. During this time Council is required to continue to provide operational services and capital works which places our cash position under severe strain.

When it is considered that every other utility you deal with (telephone, gas, power, water) - not one of these service providers is required to operate on the business rules that Local Government has been required to.

Whilst significant community concern was expressed when the change occurred in 2014-2015, the level of community angst has substantially reduced since this point and Council now receives little if any resident complaints in respect of penalty interest applied. It should also be noted that approximately 50 per cent of metropolitan Councils have now made the shift to mandatory instalments as the payment methodology.

This strategy therefore recommends a continuation of the current payment methodology.

### Strategy Recommendation

That Council continues to apply the mandatory rate instalment payment option in future rating years combined with the option of a nine instalment payment plan to encourage greater use of the direct debit payment approach.

## 10. Victorian Government Levies

In recent years, Council has seen an increased propensity for Victorian Government to view Local Government as a means of collecting State taxes under the branding of Councils rate notice.

This occurred with the now defunct State Deficit Levy in the 1990's and has in recent times been revived with Councils being required to collect and remit a landfill levy to the Victorian Government. Council is now required to collect a Fire Services Property Levy (FSPL) on behalf of the Victorian Government which has added a considerably large amount to the average ratepayer's account. From 1 July 2013 a fire services property levy appeared as a separate charge on council rates notices for the first time. All Victorian councils are required to collect this levy on behalf of the Victorian Government, and must pass the full amount collected to the State Revenue Office.

A recommendation of the 2009 Bushfires Royal Commission, the FSPL is replacing a previous fire levy that was paid through property insurance premiums (such as building and contents insurance). The FSPL will help to fund the cost of the Metropolitan Fire and Emergency Services Board (MFB) and the Country Fire Authority (CFA). To ensure everyone contributes, the Victorian Government has determined that all property owners will pay the levy - even properties that are eligible for a council rates exemption.

Separate levy rates apply in MFB and CFA areas:

- For residential properties (including vacant residential land) the fixed charge for 2020-2021 is \$113 plus a variable rate set by the Government and calculated as a percentage of the capital improved value (CIV) of the property.
- For non-residential properties, the fixed charge for 2020-2021 is \$230 plus a variable rate set by the Government and calculated as a percentage of the capital improved value (CIV) of the property.

- Each property classification (residential, commercial, industrial, primary production, public benefit and vacant land (non-residential)) has its own variable rate, and will be set by the Victorian Government no later than 31 May each year.

### Who pays the levy?

Leviable properties include all rateable properties and a majority of current non-rateable properties. Exempt properties include properties owned by the Victorian Government as part of its core business, Commonwealth land as well as some infrastructure, including council roads and bridges. Non-core government organisations, such as water corporations, will be required to pay the levy on their property.

Council property is leviable, although the FSPL Act provides for some council-owned public recreational property (such as community parks and football ovals) to pay only the fixed charge component of the levy. There are also exemptions for some of the sector's infrastructure such as roads and bridges.

The new levy effectively attempts to ensure any person or organisations that would have contributed to the FSL through insurance premiums would continue to pay under the new model. It also aims to improve the fairness of contributions by capturing those who previously didn't contribute funding to our fire services through a failure to insure their property. The CFA and MFB will continue to be funded separately under the new FSPL.

### How does the payment work?

The Act provides for a levy based on the capital improved value (CIV) of properties. The Act also specifies that a fixed fee is payable for residential properties (\$113) and all other property types (\$230), indexed annually. In addition to the fixed charge, variable charges will apply to properties. Each leviable property will be categorised for the purpose of the FSPL based on its Australian Valuation Property Classification Code (AVPCC), which is a formal classification allocated by qualified valuers.

The property classifications allowable under the Act are: residential (including vacant residential land), commercial, industrial, primary production, public benefit, and vacant (excluding residential land).

### Strategy Recommendation

1. That Victorian Government taxes are best collected by the Victorian Government using its own available resources such as the State Revenue Office.
2. That in the event that council is required to collect such Victorian Government taxes that these taxes be clearly identified as State charges.
3. That the Victorian Government fully reimburses Local Government for the cost of collecting State taxes.

## Grants

Grant revenue represents income received from other levels of government and other incorporated organisations. Some grants are singular and attached to the delivery of specific projects, whilst others can be of a recurrent nature and may or may not be linked to the delivery of projects.

Council aims to reduce the reliance on rate income, therefore Council will advocate to other levels of government for grant funding to support the delivery of important infrastructure and service outcomes for the community. Where Council is required to use its own funds to obtain grant funding, Council will assess the costs and benefits associated with the project or service on a case by case basis before committing.

When preparing its financial plan, Council considers its project proposal pipeline, advocacy priorities, upcoming grant program opportunities, and co-funding options to determine what grants to apply for. Grant assumptions are then clearly detailed in Council's budget document. No project that is reliant on grant funding will proceed until a signed funding agreement is in place.

Our Advocacy Campaign 2021-2025 underpins a key strategic direction of Council to reduce our reliance on rates and charges revenue and source alternate revenue streams.

Council-led advocacy to state and federal governments is a vital tool for building awareness and support for matters that impact our city and to help secure the essential funding necessary to drive change and deliver on priorities that benefit our community.

Draft Advocacy Priorities

Throughout August 2020 and February 2021, we asked our community for their feedback and ideas on the issues that matter to them, how we can improved the challenges they face in their daily lives and their vision for the future of Frankston City.

The results have been used to determine key priorities requiring council-led advocacy in the lead up to the upcoming state and federal elections.

Investing in our Prosperity

Enhancing our environment and liveability

Strengthening our community

These draft priorities align to the Council Plan Outcomes

## Strategy Recommendation

Council as part of the service plan review cycle consider the grant funded service (including cost shifting considerations) and make recommendations to Council in each annual budget cycle

Continue to advocate to secure essential funding for local services and projects (refer Advocacy Priorities)

## User fees

Council provides a wide range of services to the community, often for a fee or charge. The nature of these fees and charges generally depends on whether they relate to statutory or discretionary services. Some of these, such as statutory planning fees are set by State Government statute and are commonly known as regulatory fees. In these cases, councils usually have no control over service pricing.

The Act gives Council the power to set discretionary fees and charges at a level that recovers the full cost of providing the services unless there is an overriding policy or imperative in favour of subsidisation.

Fees and charges are set/recommended by the individual Council departments responsible for the provision of services and approved by Council in the adopted budget. Council periodically reviews all fees and charges and adjusts the levels consistent with application of the user pays principle – that is, so far as is possible, the cost of providing a direct service will be met by the fees charged.

Council has determined that an annual assessment of all fees and charges is excessively costly and unnecessary. A rolling review process for all service areas is to be undertaken at least once every four years.

Each department is required to:

- Determine the pricing option

- Fees can be statutory in nature, in which case Council has no discretion over the fee setting process and is bound to charge the prescribed fee under the respective legislation.

- Where the fee is determined by Council, Council needs to determine the relationship between the fee level and the fee's associated expenses.

Options available to Council are:

- a. Rate of Return: Set the fee at a level that exceeds the fee's related costs. This will create a revenue flow that can assist in offsetting funds required from rates;
- b. Full Cost Recovery: Set the fee at a level that results in full cost recovery, making the service cost neutral; or
- c. Partial Cost Recovery: Set the fee at a subsidised level where Council rate funding (and/or) grants is required for the service.

All major areas of fees and charges can therefore be classified into one of the following categories:

- Statutory Pricing;
- Rate of Return Pricing;
- Full Cost Recovery Pricing; or
- Partial Cost Recovery Pricing (subsidy or market based).

Include all Direct Costs and Indirect Costs (including overheads)

In evaluating the cost of a service, both direct and indirect costs (including overheads) associated with the service need to be considered.

Direct costs – those costs that can be readily and unequivocally attributed to a service or activity because they are incurred exclusively for that particular product/activity.

Examples of direct costs include labour costs of those staff directly working on the service delivery, materials and services and administration costs.

Indirect costs – those costs that are not directly attributable to an activity, but support a range of activities across Council.

Examples of indirect costs include: labour for management and administration, utility charges, training and development, telephones and computers, maintenance, vehicle and postage costs.



The Corporate Performance Department has developed an overhead costing model for the purposes of determining the full-cost of delivery a service (by cost-centre).

#### Price Monitoring

Annual reviews of fees and charges should include an assessment of:

- the full cost of delivering the service;
- benchmarking comparable prices; and
- updating/amending current fees and charges based on movements in full costs and/or benchmark results.

#### Justification of Subsidy

Justification of why council should subsidise a service with rate revenue needs to be provided.

Examples of this could be:

- It is in line with a particular Council Policy
- There is a community obligation to provide the service

**There are some specific policies covering methodologies associated with setting fees and charges for certain service areas.**

#### STATUTORY FEES AND CHARGES

Statutory fees and charges are those which Council is able to charge with specific limitations applied under the direction of legislation or other government directives.

The specific fee is generally advised by the state government responsible for the relevant service and Council is bound to charge this amount. Council has limited ability to alter the fee prescribed for the service.

Examples of Statutory Fees and Charges include:

- Planning and subdivision fees
- Building and Inspection fees
- Infringements and fines

- Land Information Certificate fees

Council will ensure that they will charge the prescribed fee as determined by the relevant state government organisation. These fees could change at any point in time if determined by the aforementioned body.

#### Strategy Recommendation

Council as part of the service plan review cycle consider the user pay for service and make recommendations to Council in each annual budget cycle. (including benchmarking of fees and charges)

Council continues to explore additional sources of revenue

Statutory Fees and charged in line with State or Federal Government legislation or Local Laws



## Other – Continuous Improvement in Service Delivery

Council understands the importance of continuous improvement and will continue to develop our systems and processes to maintain or exceed industry standards with the aim of always providing our ratepayers with exceptional service and available information.

### Online rates accounting

This will allow all ratepayers to be able to access their council rates account information, be able to obtain current balances, copies of notices, and advise of change of address. Ratepayers will be able to apply for an arrangement to pay, and schedule future payments.

### Direct debit application and submission online and option for direct debit via credit card

Ratepayers will be able to apply and submit their direct debit application through the proposed online portal. Council currently offers 9 monthly direct debit payment options from ratepayers bank accounts, Council is in the process of implementing a 10 monthly direct debit option to allow ratepayers to spread their payments over a longer period of time, to further facilitate this Council is also introducing direct debit payment via credit card.

### Arrangement to pay online Calculation

To further assist our ratepayers that prefer to pay their rates payments via arrangements to pay Council will implement an online tool that will allow ratepayers to calculate various scenarios that better suits their budget needs

### Online extension of Rates instalments

An online extension facility will be available for ratepayers to be able to extend their payment date by up to 14 days.

## Strategy Recommendation

Council works on continuous improvement opportunities relating to customer excellence and more flexible access to data and payment methods.

# Appendix One

## Rating Legislation

The legislative framework set out in the Local Government Act 1989 determines council's ability to develop a rating system.

Section 155 of the Local Government Act 1989 provides that a Council may declare the following rates and charges on rateable land.

- General rates under Section 158
- Municipal charges under Section 159
- Service rates and charges under Section 162
- Special rates and charges under Section 163.

Council does not charge rate payers a municipal charge nor does Council currently apply any special rates or charges.

The recommended strategy in relation to municipal charges, service rates and charges and special rates and charges are discussed later in this document.

In raising Council rates, Council is required to primarily use the valuation of the rateable property to levy rates. Section 157 (1) of the Local Government Act 1989 provides Council with three choices in terms of which valuation base to utilise. They are: Site Valuation, Capital Improved Valuation (CIV) and Net Annual Value (NAV).

The advantages and disadvantages of the respective valuation basis are discussed further in this document. Whilst this document outlines Council's

strategy regarding rates revenue, rates data will be contained in the Council's Annual Budget as required by the Local Government Act 2020.

Section 94(2) of the Local Government Act 2020 states that Council must adopt a budget by 30 June each year (or at another time fixed by the Minister) to include:

- a) the total amount that the Council intends to raise by rates and charges;
- b) a statement as to whether the rates will be raised by the application of a uniform rate or a differential rate;
- c) a description of any fixed component of the rates, if applicable;
- d) if the Council proposes to declare a uniform rate, the matters specified in section 160 of the Local Government Act 1989;
- e) if the Council proposes to declare a differential rate for any land, the matters specified in section 161(2) of the Local Government Act 1989;

Section 94(3) of the Local Government Act 2020 also states that Council must ensure that, if applicable, the budget also contains a statement –

- a) that the Council intends to apply for a special order to increase the Council's average rate cap for the financial year or any other financial year; or
- b) that the Council has made an application to the ESC for a special order and is waiting for the outcome of the application; or
- c) that a special Order has been made in respect of the Council and specifying the average rate cap that applies for the financial year or any other financial year.

This plan outlines the principles and strategic framework Council will utilise in calculating and distributing the rating burden to property owners, however, the quantum of rate revenue will be determined in Frankston City Council's Budget.

In 2019 the Victorian State Government conducted a Local Government Rating System Review. The Local Government Rating System Review Panel presented their final report and list of recommendations to the Victorian Government in March 2020. The Victorian Government subsequently published a response to the recommendations of the Panel's report. However, at the time of publication the recommended changes have not yet been implemented, and timelines to make these changes have not been announced.

## Appendix Two

### Rating Principles

Having determined that Council must review its rating strategy in terms of the equitable imposition of rates and charges, it is a much more vexed question in terms of how to define and determine what is in fact equitable in the view of Council.

When developing a rating strategy, with reference to differential rates, Council should consider the following good practice taxation principles:

- Wealth Tax
- Equity
- Efficiency
- Simplicity
- Benefit
- Capacity to Pay
- Diversity
- Cross border competitiveness
- Competitive neutrality.

Wealth Tax - The “wealth tax” principle implies that the rates paid are dependent upon the value of a ratepayer’s real property and have no correlation to the individual ratepayer’s consumption of services or the perceived benefits derived by individual ratepayers from the expenditures funded from rates.

Equity - Horizontal equity – ratepayers in similar situations should pay similar amounts of rates (ensured mainly by accurate property valuations, undertaken in a consistent manner, their classification into homogenous property classes and the right of appeal against valuation).

Vertical equity – those who are better off should pay more rates than those worse off (the rationale applies for the use of progressive and proportional income taxation. It implies a “relativity” dimension to the fairness of the tax burden).

Efficiency - Under this taxation principle, the levying of rates should ideally be carried out in a way that minimises the impact that rates have on both residents and businesses decision making on what choices they need to make in both conducting their normal business.

Simplicity - How easily a rates system can be understood by ratepayers and the practicality and ease of administration.

Benefit - The extent to which there is a nexus between consumption/benefit and the rate burden. (Noting again that rates are a form of taxation and not a fee for service.

Capacity to Pay - The capacity of ratepayers or groups of ratepayers to pay rates.

Diversity - Cross-border competitiveness: to what extent does the rating system undermine the competitiveness of Council as a place to live and/or own a property or operate a business? This has relevance to Frankston City Council given the disparity in our differential rating structure to adjoining Councils.

Competitive neutrality: are all businesses conducting similar activities treated in similar ways within the municipality? Simultaneously applying all these taxation principles is an impossible task within the Frankston City Council environment and therefore trade-offs between these taxation principles are necessary. The rating challenge for Council therefore is to determine the appropriate balancing of competing considerations.

## **Consideration of Reports of Officers**

### **ADOPTION OF 2021-2025 COUNCIL PLAN AND BUDGET AND 2021-2025 REVENUE AND RATING PLAN**

#### **2021-2025 Council Plan and Budget**

**Meeting Date: 28 June 2021**

**Attachment: K**







Frankston City Council

2021-2025 Council Plan and Budget





# Wominjeka

## *Welcome to Frankston City*

### **Acknowledgement**

Frankston City Council 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.



Guramang (Gooramung) – Leather Back Turtle  
Mark Nakia Moonblood Brown









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## Message from the Mayor

This year, for the first time, the Council Plan and Budget have been combined. The merging of these two documents reflects how these two pieces of work inherently complement each other in the delivery of services and infrastructure for our community.

We will revisit the budget component annually, to ensure we are effectively funding the projects and services our community needs.

In 2021–2022 the Budget provides nearly \$260 million to fund service delivery and infrastructure projects. Each year, our Budget provides services for people at all stages of life, maintaining our infrastructure, community facilities and parks, operating our libraries, events, festivals and art centre as well as rubbish and recycling collections.

This Council Plan and Budget was developed following a time of significant upheaval for our residents and local traders, due to the pandemic. Recognising ongoing help is needed to get us back on track, this budget will build on our existing COVID Recovery Package.

The package will receive a \$3.86 million boost — to a total of \$9.128 million in ongoing support for our community.

There are significant benefits to be had from maintaining the momentum that led to the creation of this Plan, and Council will remain alert to opportunities and investment potential as we go forward.

I am proud of how Council and the community have responded to the unexpected challenges that have arisen with the pandemic. I would like to thank Councillors, Council officers and community leaders who have worked hard across this period for the benefit of the wider community.

I look forward to the 2021–2025 Council Plan and Budget positioning Frankston City as liveable, innovative and proud community.

**Cr Kris Bolam**  
**Mayor**







## Message from the CEO

This Council Plan and Budget is a historic one; it is informed by one of the most energetic collaborations that I have had the privilege to be a part of, and will begin the build on six pillars designed to strengthen our community for decades into the future.

The journey began with an unprecedented community consultation that ran throughout 2020 and early 2021, and included the creation of our first-ever Community Panel.

This panel was independently selected to represent the diverse needs of our community and developed the Frankston City Community Vision 2040.

During the year we reached nearly 500 residents through online surveys, workshops and phone conversations, receiving over 1,200 comments. We also hosted a Council Plan and Budget Forum in March, involving hours of collaborative planning and preparation.

Councillors and Council officers' workshopped current and future challenges for Frankston City and opportunities to create the municipality that our residents have told us they want to live in.

Acknowledging the value of that community voice, our Council Plan has been designed to align with six key areas, promoting healthy and safe communities, community strength, a sustainable environment, a well-planned and liveable city, a thriving economy and a progressive and engaged city.

The Plan takes into account the needs and aspirations of our community, alongside the challenges we know we will be facing in Frankston City — including the pandemic's ongoing influence on our daily lives. The Plan also takes into account the need for Council to financially sustain our fundamental operations.

I would like to congratulate Councillors on their commitment and hard work developing this aspirational, community-minded Plan, and sincerely thank those who helped shape it. Your feedback and contributions have been invaluable.

### Phil Cantillon CEO





## Councillors

Frankston City Council is divided into three Wards with three Councillors elected to represent each Ward. Councillors were elected in November 2020 for a four-year term and are responsible for driving the strategic direction of Council, representing the local community in their decision making, developing policy and monitoring performance.

### North- East Ward

Cr Nathan Conroy  
0424 515 930  
[crconroy@frankston.vic.gov.au](mailto:crconroy@frankston.vic.gov.au)

Cr Suzette Tayler  
0438 179 515  
[crtayler@frankston.vic.gov.au](mailto:crtayler@frankston.vic.gov.au)

Cr David Asker  
0438 175 560  
[crasker@frankston.vic.gov.au](mailto:crasker@frankston.vic.gov.au)

### North-West Ward

Cr Kris Bolam JP  
0417 921 644  
[crbolam@frankston.vic.gov.au](mailto:crbolam@frankston.vic.gov.au)

Cr Stephen Hughes  
0402 729 150  
[crshughes@frankston.vic.gov.au](mailto:crshughes@frankston.vic.gov.au)

Cr Sue Baker  
0438 145 842  
[crbaker@frankston.vic.gov.au](mailto:crbaker@frankston.vic.gov.au)

### South Ward

Cr Brad Hill  
0438 212 426  
[crhill@frankston.vic.gov.au](mailto:crhill@frankston.vic.gov.au)

Cr Claire Harvey  
0438 267 778  
[crharvey@frankston.vic.gov.au](mailto:crharvey@frankston.vic.gov.au)

Cr Liam Hughes  
0434 703 239  
[crlhughes@frankston.vic.gov.au](mailto:crlhughes@frankston.vic.gov.au)

### The role of Local Government

Australia has three levels of government: Federal, State and Local. The Federal Government looks after the whole of Australia, State Governments look after individual states and territories and Local Governments such as Frankston City, look after designated areas within each state. Local Governments are also known as Councils.

Councils are responsible for delivering a wide range of services to benefit residents, business and the local community. Services delivered may vary from council to council depending on their community's needs.

In Victoria, the role of a Council is to provide good governance for the benefit and wellbeing of its community. All Councils have the power to make and enforce local laws and collect revenue to fund their services and activities.

Council works in partnership with all levels of government, private and not-for-profit entities and our local communities to achieve improved outcomes for everyone.

## About this plan

In a first for Frankston City, the Council Plan and Budget have been incorporated together to form the 2021-2025 Council Plan and Budget. This document will be updated annually for the next four years. To meet Local Government Act 2020 requirements, key principles need to be considered regarding governance, community engagement, public transparency, strategic planning, financial management and service performance.

Strategic planning principles seek an integrated approach to planning, monitoring and performance reporting. Our planning must address the Community Vision and must take into account resources and risks associated with implementation of Council's plans.

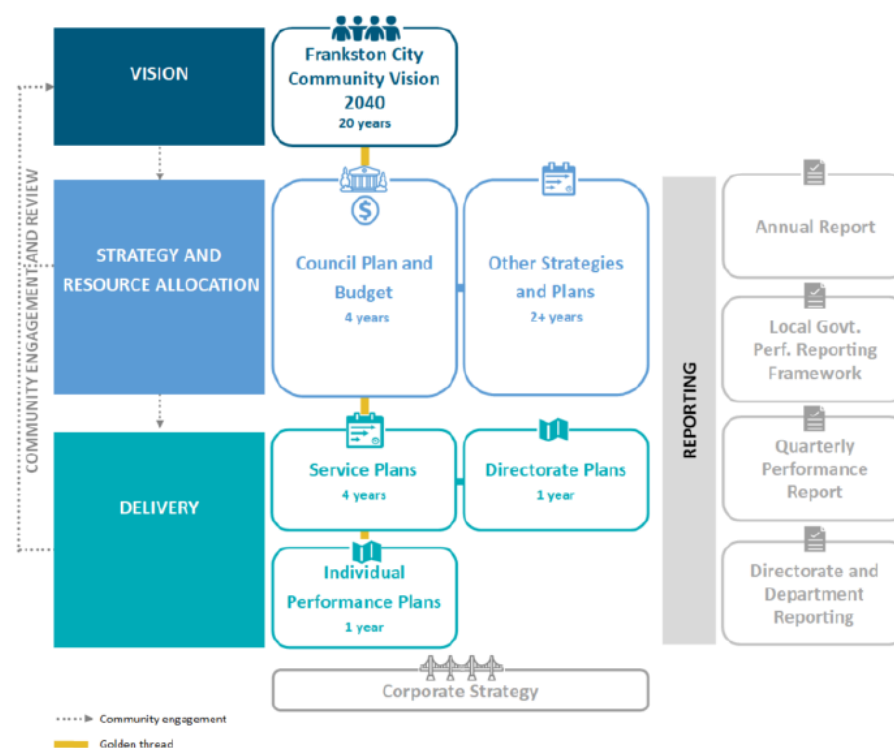
Council's Integrated Planning and Reporting Framework connects the long term community needs and aspirations through the **Frankston City Community Vision 2040** which has been considered in the development of our medium-long term strategy and resource plans including the **Council Plan and Budget, Revenue and Rating Plan, Municipal Health and Wellbeing Plan, Long Term Financial Plan, Long Term Infrastructure Plan, Risk Management Plan\***, **Municipal Planning Strategy\***, **Asset Plan\*** and **Workforce Plan\***.

These strategies and plans are delivered through **Directorate Plans, Service Plans and Individual Performance Plans**.

Progress and results are reported back to the community through the **Quarterly Performance Report, Local Government Performance Reporting Framework (LGPRF) and the Annual Report**.

*\*Legislated to be completed during 2021-2022*

### Integrated Planning and Reporting Framework



The Plan and Budget have been developed together to ensure Council can balance the wants and needs of our residents and businesses, and also maintain the long term financial sustainability of Council's operations.

Our **Frankston City Community Vision 2040** has been shaped by input from the community to reflect on the aspirations and priorities of our community for the next 20 years.

### Council Plan

Our Council Plan sets out the four year vision for the city and the outcomes Council wants to achieve over that period. These outcomes align with key focus areas identified in the **Frankston City Community Vision 2040**.

Our Council Plan identifies key priorities and initiatives aimed at working towards the six future outcomes that will set the strategic direction for Frankston City.

- 1 HEALTHY AND SAFE COMMUNITIES
- 2 COMMUNITY STRENGTH
- 3 SUSTAINABLE ENVIRONMENT
- 4 WELL PLANNED & LIVEABLE CITY
- 5 THRIVING ECONOMY
- 6 PROGRESSIVE AND ENGAGED CITY

The Council Plan plays a vital role in shaping Frankston City's future, as it identifies both challenges and opportunities for our community and it forms the basis

for Council to make decisions regarding resources and priorities in response to community needs and aspirations.

### Budget

Under the *Local Government Act 2020*, a Budget must be prepared every year and submitted to the Minister for Local Government.

The Budget closely aligns with the financial framework established by Council in its Long Term Financial Plan and continues to address the infrastructure renewal challenge faced by both this Council and the Local Government Industry.

The Budget contains financial statements including a consolidated Income Statement, Balance Sheet, Cash Flow Statement and Statement of Capital Works. It also includes detailed information about the rates and charges to be levied, the capital works program to be undertaken and other financial information which Council requires in order to make an informed decision when considering its Budget adoption.

This four year Budget aligns with the initiatives and actions set out by the Council Plan.

This Plan meets the legislative requirements under the *Local Government Act 2020* for a Council Plan and Budget.



## Frankston City today

Frankston City is located on the eastern shores of Port Phillip Bay approximately 40 kilometres south of Melbourne and within metropolitan Melbourne. The municipality covers an area of about 131 square kilometres from the Seaford Wetlands in the north, to Frankston South in the South and the Western Port Highway in the east. The western boundary of the city is made up of 11 kilometres of pristine coastline.

Frankston City comprises of the suburbs of Frankston, Frankston South, Frankston North, Seaford, Carrum Downs, Langwarrin, Langwarrin South, Sandhurst and Skye and is strategically placed as the regional centre for the Mornington Peninsula and the south east growth corridor of Melbourne.

The City is currently home to an estimated 143,338 residents, which is expected to grow to 163,610 by 2041. The City is recognised for its natural reserves, vibrant lifestyle, diverse community and growing business, arts, education and health sectors.

Frankston City is also host to a number of popular venues, events and attractions such as the Frankston Arts Centre, McClelland Sculpture Park and Gallery, The Waterfront Festival and Big Picture Fest.

As the strength and diversity of the city continues to grow, Frankston City will experience increasing attendance at festivals and events, and participation in recreation and community groups making it a desirable Lifestyle Capital of Victoria.



### Services

Providing valued services to our customers and community is core to everything we do. Our 'service structure' groups service areas that share a common purpose. We use this lens to consider what we offer to our customers, the outcomes that are delivered, and the benefits that can be achieved and how the needs of our community may change in the future. Our service structure will continue to be refined as we carry on managing and improving our services.

Some of the services Council provides include:

- Arts and Culture
- Biodiversity and Open Space
- Climate Change Action
- Community Development
- Community Health
- Community Safety
- Economic Development
- Integrate Water
- Parking
- Sport and Recreation
- Town Planning
- Transport Connectivity
- Urban Revitalisation
- Waste and Recycling
- Organisational Support

**Snapshot of Frankston City**

11km	Of pristine foreshore	2	Industrial precincts (Carrum Downs and Seaford)
45	Minutes from Frankston city centre to Melbourne CBD	44.9K	Jobs in Frankston City
55	Minutes from Frankston city centre to Melbourne airport	8.5kg	Average waste sent to landfill per household each week
33	# parks and natural reserves	54%	All household waste that is recycled
		15%	Households in Frankston City have solar installation
21.4%	Frankston residents were born overseas	70,000	Trees, shrubs and ground plants planted in 2019–2020
22%	Aged –17 years	5.4%	People require assistance in their day to day lives due to disability
20.9%	Aged 60+		Residents volunteer
11.3%	Of people speak a language other than English at home	33.4%	
25.3%	Of people live alone	21%	People experiencing high levels of psychological distress
1,338	Aboriginal and Torres Strait Islanders	57%	Overweight or obese
5.4%	Require assistance due to disability		
44	Public and private schools	45.3%	People who have ever been diagnosed with depression or anxiety
18	Degree courses now offered on campus in Frankston City	33.2%	Residents experiencing rental stress
14.5%	Frankston City residents have obtained a Bachelor Degree or higher		
9	Neighbourhood and Community Houses		
23.6%	Frankston residents hold trade qualifications		
13%	Residents without internet connection at home		
10.4%	Young people not engaged in full time education, training or employment		
65.2%	% of workforce living in Frankston City		
8000	City centre businesses		
\$12.7B	in total GRP for Frankston City		



## Challenges and Opportunities

As we move past the disruption of 2020, our municipality faces a number of key challenges and opportunities as we help our community to recover, strengthen and grow over the coming four years.

Development of this Council Plan and Budget considered by Council the following key matters.

### **Recover**

Provide assistance to the community to recover from the impacts of COVID and the economic shock associated with responding to the pandemic and the impact on the local economy. Key issues requiring attention were:

- Mental health
- Community support
- Business support
- Investment attraction.

### **Strengthen**

Strengthen the resilience and wellbeing of the community through:

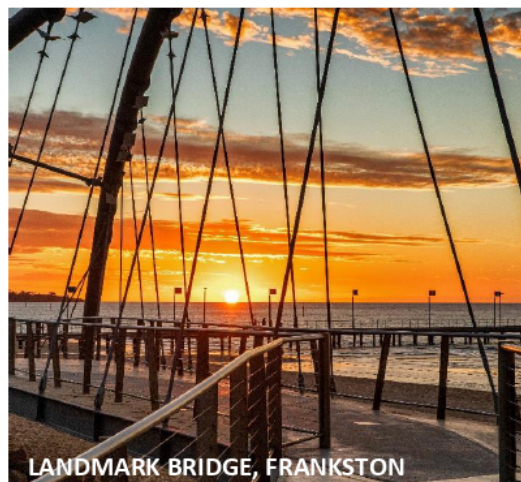
- Management of risks relating to Climate change and the environment
- Improving transport accessibility and connectedness across the municipality; particularly walking and cycling

- Infrastructure and service delivery that meets the needs of the community, and focussed on improving the health and wellbeing of the City
- Support for vulnerable community members
- Addressing Government and legislative change with a focus on risk management, community engagement and transparent reporting
- Implementing Waste management opportunities and improvements

### **Grow**

Grow opportunities for the community through improved and future ready service delivery focusing on:

- Digitisation and technology demands
- Demand for increased access to Information and Communications
- Services response to changes in demographics, customer expectations and community needs
- Revenue raising opportunities



LANDMARK BRIDGE, FRANKSTON

Key highlights of Council's response in this Council Plan and Budget include:

### **COVID Recovery Package**

A \$3.86M recovery package for 2021-2022 has been planned to focus on reactivating the vibrancy of the municipality, local business support and support for those vulnerable members of the community.

### **Increased advocacy efforts**

We are currently facing a stimulus economy and have developed Advocacy Priorities that will focus three key areas from 2021-2025:

- Investing in our prosperity
- Enhancing our environment and liveability
- Strengthening our community

### **Service and infrastructure utilisation and service delivery satisfaction**

Council seeks a better understanding of how our community receives and uses Council services and infrastructure that will help us to plan and prepare to better meet current needs and future demands. Improvements in how we engage with the community will be used to better inform integrated planning and decision making.



## Community Engagement

This planning cycle has seen Council undertake its most extensive and integrated community engagement process to date.

The *Local Government Act 2020* requires that Council develop or review the Community Vision, Council Plan, Financial Plan and an Asset Plan in accordance with its Deliberative Engagement practices.

### Community Engagement Policy

Council adopted a Community Engagement policy in March 2021 that sets Council's how we will engage our community when planning for matters that may impact them.

The policy also sets out our commitment to engaging and collaborating with our diverse local communities, to understand and incorporate their different views, experiences and expertise.

The policy includes the following six engagement principles:



Purpose



Informed



Representative



Supported



Influence



Report

### Community Engagement

A range of community engagement activities helped to shape the **Frankston City Community Vision 2040** and the **2021-2025 Council Plan and Budget**. Council is committed to best practice engagement to be better informed and enable Council to act in the best interests of the community.

Community consultation strengthens Council's understanding on important local issues and helps Council to determine where to target services and resources.

Council engaged with the community through:

- Online surveys and polls
- Community workshops
- Ideas wall
- Telephone surveys with vulnerable residents
- Children's activity
- Representative Community Panel (46 members)
- Facebook, Social Pinpoint

During 2020 and early 2021, Council undertook a robust and open community engagement program that followed deliberative engagement principles and involved the consideration of a wide range of information, including the findings from the broader community consultation and hearing from a range of expert speakers.

Council's initial consultation and engagement centred on three key questions:

**What do you value most about Frankston City and want to keep?**

**What you want to improve by 2040**

**What is your wish for Frankston City by 2040?**

The consultation also reached nearly 500 residents through online surveys, workshops and telephone conversations, receiving over 1,200 comments.

What we heard from the community is captured below:

**What you value and want to keep for 2040**

- Beach and coastline
- Natural environment
- Sports and recreation
- Social connection and safety
- Retail and hospitality

**What you want to see improved for 2040**

- City centre
- Attractive and vibrant neighbourhoods
- Opportunities for young people
- Diversity
- Walking and cycling

**Your wish for 2040**

- A welcoming and inclusive Community
- A protected natural environment
- Climate change action
- A signature city centre
- Vibrant public spaces
- Hub of activity and innovation

**Community Panel**

In 2020 residents were invited to be part of a Community Panel. A physical invitation delivered to every household in the municipality, asking for expressions of interest.

One hundred and eighty people responded and nominated to be part of our Community Panel, and Council engages with this group on a range of consultations and forums.

**Deliberative Engagement on the Community Vision and Council Plan**

A smaller panel of 46 members was formed from the larger panel. This smaller panel of local residents ranging in age, gender, local area and background was selected independently using specific methodology to ensure it accurately represented the diversity of our community.

6 members under 24 years old

6 members stated they had a disability

2 members identified as Aboriginal and Torres Strait Islander

8 members from culturally and linguistically diverse backgrounds

The targeted panel met in facilitated workshops to undertake deliberative engagement on the Community Vision and Council Plan. Workshops were facilitated online by an external consultant, Conversation Caravant, due to COVID-19 restrictions on public gatherings.

The panel met on six occasions between November 2020 and February 2021 to discuss and agree themes and priorities used to form the **Frankston City Community Vision 2040**.

The Vision and suggested priorities were presented to Councillors, to help shape their decision-making process through the 2021–2025 strategic planning cycle - considering the Council Plan, Financial Plan, Budget and Infrastructure Plan.

# Frankston City

## Community Vision 2040

The Community's vision for Frankston City has been developed by the community for the community and will guide Council's strategic outlook stretching until 2040.

The Community Vision forms part of Council's strategic planning framework, the short term and long-term priorities that have shaped the 2021-25 Council Plan and Budget and will guide future Council planning across the next 20 years.

Council looks forward to working alongside the community and external partners to work towards the community's vision for Frankston City 2040.

### Our Community Vision

As voiced by our community to shape our City's future...

*Frankston City 2040 is the place on the bay to learn, live, work and play in a vibrant, safe and culturally inclusive community. Our City is clean, green and environmentally responsible.*

### Community Vision 2040 Themes

#### HEALTHY FAMILIES AND COMMUNITIES

Empowering everyone to improve their health and wellbeing through access to green space, quality health services, social supports, education and opportunities to be physically active.

#### VIBRANT AND INCLUSIVE COMMUNITIES

The community is proud of First Nations Peoples heritage and culture, and promotes a sense of pride and belonging for the local Aboriginal and Torres Strait Islander community. Frankston City is known as a cultural hub with a thriving arts community, embracing diversity and promoting wellbeing.

#### NATURAL ENVIRONMENT AND CLIMATE ACTION

Frankston City is green and sustainable, and a leader in sustainable industry and development. Both Council and community are committed to protecting and enhancing the environment and actively addressing climate change.

#### CONNECTED PLACES AND SPACES

Frankston City is a well-connected and safe community with a unique identity, recognised for its vibrant City Centre that capitalises on its natural assets and heritage. Frankston City is the place that people want to visit, study, work and live in.

#### INDUSTRY, EMPLOYMENT AND EDUCATION

Frankston City nurtures and attracts innovation and investment and is known for its education and business opportunities, including renewable energy, technology, hospitality, health and tourism.

#### ADVOCACY, GOVERNANCE AND INNOVATION

Frankston City Council puts innovation and inclusion at the heart of all that it does, engaging with all of the community and advocates for people of all abilities and backgrounds. Council will be well governed and use its resources in an accountable and sustainable manner.

### Council Plan Outcomes

#### HEALTHY AND SAFE COMMUNITIES

#### COMMUNITY STRENGTH

#### SUSTAINABLE ENVIRONMENT

#### WELL PLANNED AND LIVEABLE CITY

#### THRIVING ECONOMY

#### PROGRESSIVE AND ENGAGED CITY

# Council Plan

## Structure of the Council Plan

### VISION

Aspirational statement about the City that sets the Vision for the Council Plan for the next four years.

### OUTCOMES

The six outcomes and we are working towards to deliver our vision.

**Healthy and Safe Communities**

**Community Strength**

**Sustainable Environment**

**Well Planned and Liveable City**

**Thriving Economy**

**Progressive and Engaged City**

### PRIORITIES

What we will focus our work towards to improve our six outcomes and ensure we target our initiatives and resources to get the right things done in the next four years.

### FOUR-YEAR INITIATIVES

The programs of work that enable delivery of our priorities over the next four years.

### STRATEGIC INDICATORS

The measures of progress that will guide us on how we are progressing towards our six outcomes



# *Frankston City - our liveable, innovative and proud city*

*Frankston City Council's Vision for the 2021-2025 Council Plan*



AERIAL OVER SEAFORD FORESHORE

Our Council Plan has been developed to improve six key outcomes for Frankston City Council, and have been captured below with Council's key priorities. Our priorities describe what we will focus our work towards over the next four years and ensure we target our initiatives and resources to get the right things done.

Council Plan Outcomes	Council Plan Priorities
<b>HEALTHY AND SAFE COMMUNITIES</b>	<ul style="list-style-type: none"> <li>Active and healthy lifestyles that support residents living independently longer</li> <li>Long-term health and learning outcomes established in early childhood</li> <li>Reduction of harms from family violence, gambling, alcohol and other drugs</li> <li>Value and support young people</li> </ul>
<b>COMMUNITY STRENGTH</b>	<ul style="list-style-type: none"> <li>Accessibility of services to enhance social inclusion and mental wellbeing</li> <li>Volunteering to build connections and resilience within the community</li> <li>Frankston City's arts and cultural identity</li> </ul>
<b>SUSTAINABLE ENVIRONMENT</b>	<ul style="list-style-type: none"> <li>Climate emergency response and leadership</li> <li>Green canopy cover to reduce urban heat</li> <li>Diversion of waste from landfill</li> <li>Protection, access and connection to the natural environment</li> </ul>
<b>WELL PLANNED AND LIVEABLE CITY</b>	<ul style="list-style-type: none"> <li>Urban design renewal of public places and spaces</li> <li>Connected, accessible, smart and safe travel options</li> <li>Frankston City's identity as a liveable city</li> </ul>
<b>THRIVING ECONOMY</b>	<ul style="list-style-type: none"> <li>Business and industry investment attraction</li> <li>Activity centre precincts</li> <li>Local employment, education and training opportunities for all people</li> </ul>
<b>PROGRESSIVE AND ENGAGED CITY</b>	<ul style="list-style-type: none"> <li>Engagement with our community in communication and decision making</li> <li>Future ready service delivery through changes to culture, capability, connectivity and customer experience</li> <li>Sound governance to build trust in the integrity and transparency of Council</li> </ul>



BEAUTY PARK, FRANKSTON







## OUTCOME 1: HEALTHY AND SAFE COMMUNITIES

*Health, safety and wellbeing of the community is improved through the reduction of harms and the opportunities to encourage individuals and families to adopt healthy lifestyles.*

Council delivers a wide range of services, programs and infrastructure to maintain and improve the health, safety and wellbeing of the community, including:

### Community Health

Enhancing the health of families and the community supporting them to develop, thrive and enable independent living.

Key strategic documents:

- Municipal Early Years Plan
- Frankston Child and Family Plan
- Stronger Families Plan
- Active Ageing Action Plan

\$5.394M Operating | \$0.243M Capital Works (Net 2021-2022 Budget)

### Sports and Recreation

Encouraging people to be active by supporting access to a diverse range of sport and leisure activities.

Key strategic documents:

- Sports Development Plan

\$1.248M Operating | \$21.989M Capital Works (Net 2021-2022 Budget)  
PARC \$0.267M Operating | \$0.300M Capital Works (Net 2021-2022 Budget)

### Community Safety

Supporting people to feel protected and safe in the community regarding animal management, building services, environmental and public health, city safety and the enforcement of local laws.

Key strategic documents:

- Domestic Animal Management Plan
- Domestic Waste Water Management Plan
- Municipal Emergency Management Plan
- Local laws

\$4.846M Operating | \$0.431M Capital Works (Net 2021-2022 Budget)

### Community Development

Delivering inclusive and accessible support, programs and community spaces to build resilience and community strength in the Community.

Key strategic documents:

- Health and Wellbeing Plan
- Disability Action Plan
- Family Violence Prevention Plan

\$1.749M Operating | \$0.491M Capital Works (Net 2021-2022 Budget)

### Arts and Culture

Building Frankston's cultural landscape by supporting the production and delivery of arts programs, events and library facilities providing opportunities to create, learn and connect.

Key strategic documents:

- Festivals and events calendar
- Arts and Culture Strategic Plan

\$1.918M Operating | \$0.684M Capital Works (Net 2021-2022 Budget)

## Priorities that will focus our work to improve this outcome



Active and healthy lifestyles that support residents living independently longer



Long-term health and learning outcomes established in early childhood



Reduction of harms from family violence, gambling, alcohol and other drugs



Value and support young people

### Four-year initiative

Engage families to promote the importance of early childhood education and health

Maintain systems and capacity to manage and respond to emergency events

### What we will do in 2021–2022

- Deliver Maternal and Child Health and early childhood services and programs including immunisation and supported playgroups
- Co-ordinate Central Registration of enrolments for community kindergartens
- Implement Council's Early Years and Best Start Plans
- Implement Council's Child Safe Policy

- Monitor and mitigate key emergency risks
- Maintain up to date emergency management plans
- Leverage partnerships with key agencies and community groups to improve response to and recovery from emergency events

Four-year initiative	What we will do in 2021–2022
Encourage active and healthy lifestyles for people of all ages and abilities	<ul style="list-style-type: none"> <li>• Optimise accessibility and usage of open space and facilities through a program of development and renewals for open space, play grounds and sporting infrastructure</li> <li>• Promote and deliver more diverse play and leisure opportunities for residents of all ages to encourage active lifestyles</li> <li>• Work in partnership with health, education and community organisations including sporting clubs and community gardens to enhance opportunities for improved primary health and participation in passive and active recreation</li> <li>• Deliver first year actions for Council's Health and Wellbeing Plan</li> </ul>
Advocate for programs and support to reduce harms from family violence, gambling, alcohol and other drugs.	<ul style="list-style-type: none"> <li>• Implement Council's Stronger Families Policy and Family Violence Action Plan</li> <li>• Partner with Monash University and Peninsula Health and key advocacy organisations to raise awareness of risks associated with gambling and Alcohol and Other Drug (AOD) use and improve access to support services</li> <li>• Implement Council's Gender Equity Policy and coordinate activities to celebrate International Women's Day.</li> <li>• Work with Alliance partners to deliver the Frankston City Strategic Housing and Homelessness Alliance Five-Year Strategic Plan</li> </ul>
Engage young people to support their educational outcomes	<ul style="list-style-type: none"> <li>• Partner with the Department of Education and Training on Frankston North Strategic Education Plan</li> <li>• Deliver Youth Services outreach, in-reach and engagement programs</li> <li>• Enable young people to have a voice through Youth Council and youth events</li> <li>• Deliver Library Action Plan</li> <li>• Increase work experience, traineeship and student placement opportunities</li> <li>• Provide grants to support students in participating in formal education and recreational programs</li> </ul>



## How we will measure success

Strategic Indicators provide Council with measures to monitor how we are progressing towards our outcome. Council's level of influence over the result of each measure is shown as often Council does not control the results, but seeks to influence with advocacy, partnerships and the community.

If we are successful, we will see	Outcome measures	Level of Influence
Increased active and healthy lifestyles that support residents living independently for longer	<ul style="list-style-type: none"> <li>Proportion of adults who are sufficiently physically active compared to the Victorian state benchmark (Victorian Population Health Survey)</li> <li>Chronic disease levels compared to the Victorian state benchmark (Victorian Population Health Survey)</li> <li>Proportion of residents satisfied with sport and recreation facilities (Community Satisfaction Survey)</li> </ul>	Medium
Improved long term health and learning outcomes established in early childhood	<ul style="list-style-type: none"> <li>Proportion of students achieving literacy benchmarks (Victorian Child and Adolescent Monitoring System)</li> <li>Proportion of children fully immunised by school age compared to the Victorian state benchmark (LGPRF)</li> </ul>	Medium
Reduction of harms from family violence, gambling, alcohol and other drugs	<ul style="list-style-type: none"> <li>Proportion of residents who feel a safe in public areas in Frankston City (Community Satisfaction Survey)</li> <li>Rate of hospital admissions due to family violence, alcohol and other drugs (Turning Point)</li> <li>Rate of reported family violence incidents (Crimes Statistics Agency)</li> </ul>	Low
Improved education outcomes through better engagement of young people	<ul style="list-style-type: none"> <li>Rate of participation in further education (.id)</li> </ul>	Low

### Level of Influence over the result

**High** Council can directly influence this result

**Medium** Council can influence this result, however external factors outside of Council's control may also influence the result.

**Low** Council's level of influence on this result is limited but monitoring this indicator assists in planning and guiding Council's priorities











## OUTCOME 2: COMMUNITY STRENGTH

*Strengthening community through resilience, inclusiveness and the enrichment of arts, culture and diversity.*

Council delivers a wide range of services, programs and infrastructure to strengthen community resilience, inclusiveness and enrichment, including:

### Community Health

Enhancing the health of families and the community supporting them to develop, thrive and enable independent living.

Key strategic documents:

- Municipal Early Years Plan
- Frankston Child and Family Plan
- Stronger Families Plan
- Active Ageing Action Plan

\$1.719M Operating (Net 2021-2022 Budget)

### Community Development

Delivering inclusive and accessible support, programs and community spaces to build resilience and community strength in the Community.

Key strategic documents:

- Volunteer policy
- Gender equity policy
- Grants program

\$5.246M Operating | \$0.491M Capital Works (Net 2021-2022 Budget)

### Arts and Culture

Building Frankston's cultural landscape by supporting the production and delivery of arts programs, events and library facilities providing opportunities to create, learn and connect.

Key strategic documents:

- Arts and Culture Strategic Plan

\$4.816M Operating | \$2.051M Capital Works (Net 2021-2022 Budget)

## Priorities that will focus our work to improve this outcome



Accessibility of services to enhance social inclusion and mental wellbeing



Volunteering to build connections and resilience within the community



Frankston City's arts and cultural identity

Four-year initiative	What we will do in 2021–2022
Build Frankston City's reputation as an arts, culture and tourism destination	<ul style="list-style-type: none"> <li>• Deliver Arts and Culture Strategic Plan</li> <li>• Build capacity and partner with local creatives and the community to deliver high quality events and art experiences</li> <li>• Deliver festivals and events to improve precinct activation and build on destination tourism</li> <li>• Develop sculpture and eclectic street art culture</li> </ul>
Enrich the lives of older residents and people with disabilities with opportunities to enable participation and independent living	<ul style="list-style-type: none"> <li>• Deliver Council's annual Seniors Festival, programs and activities to enhance participation and social inclusion</li> <li>• Promote University of the Third Age (U3A) and its diversity of programs</li> <li>• Develop and deliver Council's Disability Action Plan</li> <li>• Facilitate improved access for people with disabilities to services and transport options</li> <li>• Support and promote Culturally and Linguistically Diverse (CALD) seniors groups</li> </ul>

Four-year initiative	What we will do in 2021–2022
Work with community organisations and groups to develop our future leaders and evolve a diverse culture and gender equality	<ul style="list-style-type: none"> <li>• Develop an online seasonal tenancy system to ease the burden on club volunteers</li> <li>• Continue to build volunteering diversity in community organisations</li> <li>• Co-design and deliver a culture change program for sporting clubs to achieve greater gender equity in participation and board membership</li> <li>• Work with schools and disengaged young people to build relationships awareness and enable them to choose respectful relationships</li> </ul>
Targeting community needs through development programs and grants	<ul style="list-style-type: none"> <li>• Engage and consult with the community, groups and organisations to better understand community needs and program design</li> <li>• Promote Community Centres and their programs</li> <li>• Deliver Council's grants programs</li> <li>• Build connections between volunteers and volunteer organisations through Impact Volunteering</li> <li>• Promote library programs to engage the community</li> </ul>
Deliver essential advocacy, support and referral services for residents in need	<ul style="list-style-type: none"> <li>• Monitor demographic data trends to inform service plans meet the future needs of the local community</li> <li>• Deliver a community call centre to triage service system support, referrals and the funded job advocacy program</li> <li>• Provide financial support for material aid through eligible emergency relief and recovery organisations</li> <li>• Deliver Home and Community Care (HACC) and Commonwealth Home Support Program (CHSP) in home services to older residents to enable them to live safely and independently</li> <li>• Partnership with the Housing and Homelessness Sector to deliver the Frankston City Strategic Housing and Homelessness Alliance 5-Year Strategic Plan</li> <li>• Provide referral services through our Neighbourhood house programs and youth services</li> </ul>
Build acknowledgement and respect for Aboriginal and Torres Strait Islander cultural heritage and history	<ul style="list-style-type: none"> <li>• Deliver the Reconciliation Action Plan (RAP)</li> <li>• Celebrate aboriginal culture through provision of a community bus tour of significant Aboriginal and Torres Strait Islander sites and National Aborigines and Islanders Day Observance Committee (NAIDOC) week activities</li> <li>• Project manage the redevelopment of the Nairn Marr Djambana gathering place</li> </ul>

## How we will measure success

Strategic Indicators provide Council with measures to monitor how we are progressing towards our outcome. Council's level of influence over the result of each measure is shown as often Council does not control the results, but seeks to influence with advocacy, partnerships and the community.

If we are successful, we will see	Outcome measures	Level of Influence
Improved accessibility of services to enhance social inclusion and mental wellbeing	<ul style="list-style-type: none"> <li>Increased percentage of participation rates of gender diversity, disability and Aboriginal and Torres Strait Islander communities in structured sport (sporting clubs)</li> <li>Proportion of people who have ever been diagnosed with depression or anxiety (Victorian Population Health Survey)</li> <li>Proportion of residents who agree Frankston City is responsive to local community needs (Community Satisfaction Survey)</li> </ul>	Medium
Increased volunteering to build connections and resilience within the Community	<ul style="list-style-type: none"> <li>Percentage of residents who volunteer 'sometimes' or 'regularly' (Victorian Population Health Survey)</li> </ul>	Low
Increased enjoyment of Frankston City's arts and cultural experiences	<ul style="list-style-type: none"> <li>Proportion of residents who are satisfied with Arts and cultural events, programs and activities (Community Satisfaction Survey)</li> </ul>	High

### Level of Influence over the result

**High** Council can directly influence this result

**Medium** Council can influence this result, however external factors outside of Council's control may also influence the result.

**Low** Council's level of influence on this result is limited but monitoring this indicator assists in planning and guiding Council's priorities







SWEETWATER CREEK





## OUTCOME 3: SUSTAINABLE ENVIRONMENT

*Enhanced sustainability through bold action and leadership on climate change and the protection and enhancement of Frankston City's natural and built environments.*

Council delivers a wide range of services, programs and infrastructure to enhance the sustainability and enjoyment of Frankston City's natural and built environments, including:

### Biodiversity and Open Space

Ensuring the natural environment is protected and enhanced to provide safe, diverse and engaging open space for the community.

Key strategic documents:

- Open Space Strategy
- Play Space Strategy
- Recreation Strategy
- Environmental Sustainability Strategy
- Biodiversity Action Plan

\$1.032M Operating | \$7.599M Capital Works (Net 2021-2022 Budget)

### Climate Change Action

Managing climate change response and supporting the community to mitigate impacts and manage vulnerabilities.

Key strategic documents:

- Urban Forest Action Plan
- Towards Zero Emissions Plan
- Climate Change Action Plan

\$0.377M Operating | \$1.213M Capital Works (Net 2021-2022 Budget)

### Integrated Water

Providing stormwater protection for properties and ensuring healthy waterways for the community.

Key strategic documents:

- Integrated Water Action Plan

\$0.460M Operating | \$1.056M Capital Works (Net 2021-2022 Budget)

### Waste and Recycling

Facilitating the collection of waste, recovery of resources and delivery of waste reduction and diversion programs.

Key strategic documents:

- Waste Minimisation and Management Plan
- Climate Change Impacts and Adaption Plan
- Towards Zero Emissions Plan

\$19.550M Operating | \$0.586M Capital Works (Net 2021-2022 Budget)

## Priorities that will focus our work to improve this outcome



Climate emergency response  
and leadership



Green canopy cover to reduce  
urban heat



Diversion of waste from landfill



Protection, access and  
connection to the natural  
environment

### Four-year initiative

Increase urban forest and canopy coverage to create a greener and cooler city

Protect and enhance the natural and coastal environments

### What we will do in 2021–2022

- Implement Urban Forest Action Plan including tree planting of 20,000 trees and maintenance on Council land
- Develop precinct planting plans to identify opportunities for planting in high priority areas
- Implement the tree protection local law and planning scheme
- Support the volunteer indigenous nursery to encourage indigenous planting

- Review and update of Coastal Management Plan
- Adopt the Biodiversity Action Plan
- Deliver the Native Vegetation offset Program
- Update management plans for natural reserves
- Maintain natural and coastal reserves

Four-year initiative	What we will do in 2021–2022
Lessen the severity of climate change through actions that enable Council and the community to reduce greenhouse gas emissions	<ul style="list-style-type: none"> <li>• Develop Climate Change Strategy and Action Plan</li> <li>• Ensure Environmentally Sustainable Design (ESD) principles are achieved for new developments, buildings, public realm and places</li> <li>• Work with local and regional partners to deliver environmental and climate action projects</li> <li>• Implement energy efficient upgrades to Council assets</li> <li>• Research ways for council to support the use and uptake of electric vehicles across Frankston City</li> <li>• Introduce and support programs to enable the community to upgrade their buildings to be more sustainable and climate resilient</li> </ul>
Improve the quality of recycling, minimise the generation of waste and establish alternatives to landfill disposal	<ul style="list-style-type: none"> <li>• Progress collaborative procurement for an advanced waste processing solution for household rubbish for the South East Melbourne region to deliver a vital alternative to landfill</li> <li>• Deliver a standardised waste and recycling system to all households to maximise diversion of waste from landfill</li> <li>• Implement the Waste Circularity Master Plan</li> <li>• Increase uptake of the Kerbside Food Waste Collection Service, including expansion to multi-unit developments</li> <li>• Implement the Kerbside Reform Transition Plan</li> <li>• Introduce waste minimisation initiatives</li> </ul>
Increase opportunities to experience native flora and fauna	<ul style="list-style-type: none"> <li>• Support Frankston Environmental Friends Network</li> <li>• Develop and grow programs that enable residents to enjoy flora and fauna</li> <li>• Ensure reserves are accessible while still protected</li> <li>• Adopt Biodiversity Action Plan</li> <li>• Deliver community tree planting programs and education</li> </ul>
Improve the management of water including flooding risk, water quality of creeks and waterways and the efficient use of water	<ul style="list-style-type: none"> <li>• Advocate to State Government and negotiate improvements to Kananook Creek Management Plan</li> <li>• Progress Council's recycled water projects in partnership with key stakeholders</li> </ul>

## How we will measure success

Strategic Indicators provide Council with measures to monitor how we are progressing towards our outcome. Council's level of influence over the result of each measure is shown as often Council does not control the results, but seeks to influence with advocacy, partnerships and the community.

If we are successful, we will see	Outcome measures	Level of Influence
Increased climate emergency response and leadership	<ul style="list-style-type: none"> <li>Council greenhouse gas emissions (Emissions register)</li> <li>Community greenhouse gas emissions per capita (Emissions register)</li> <li>Community satisfaction with Council meeting its responsibilities towards the environment (Community Satisfaction Survey)</li> </ul>	Medium
Increased protection, access and connection to the natural environment	<ul style="list-style-type: none"> <li>Proportion of beach water quality samples at acceptable Environmental Protection Authority (EPA) levels (EPA)</li> <li>Proportion of local biodiversity that is thriving and safeguarded (Flora and Fauna Surveys)</li> <li>Proportion of community satisfied with Open space, Natural reserves and foreshore (Community Satisfaction Survey)</li> </ul>	Medium
Increased diversion of waste from landfill	<ul style="list-style-type: none"> <li>Proportion of collection waste diverted from landfill (LGPRF)</li> </ul>	Medium
Increased tree canopy cover and reduced urban heat	<ul style="list-style-type: none"> <li>Percentage of tree canopy cover (DELWP)</li> <li>Reduction in urban temperature (EPA)</li> </ul>	Medium

### Level of Influence over the result

**High** Council can directly influence this result

**Medium** Council can influence this result, however external factors outside of Council's control may also influence the result.

**Low** Council's level of influence on this result is limited but monitoring this indicator assists in planning and guiding Council's priorities











## OUTCOME 4: WELL PLANNED AND LIVEABLE CITY

*Enhanced liveability through access to and revitalisation of Frankston City's places and spaces.*

Council delivers a wide range of services, programs and infrastructure to enhance the liveability, access and revitalisation of our places and spaces, including:

### Transport Connectivity

Facilitating safe movement into, around and out of Frankston City.

Key strategic documents:

- Integrated Transport Plan
- City Centre Traffic Model

\$2.138M Operating | \$14.490M Capital Works (Net 2021-2022 Budget)

### Town Planning

Facilitating orderly and sustainable development in Frankston city to build and maintain a liveable city in line with the Frankston City Planning Scheme.

Key strategic documents:

- Municipal Strategic Statement
- Frankston Metropolitan Activity Centre Structure Plan
- Housing Strategy

(\$1.570M) Operating (Net 2021-2022 Budget)

### Parking

Providing on and off street parking to manage the road environment and ensure appropriate car parking options are available for the community.

Key strategic documents:

- Frankston Metropolitan Activity Centre Parking Precinct Plan

(\$1.632M) Operating | \$0.13M Capital Works (Net 2021-2022 Budget)

### Urban Revitalisation

Revitalising and improving the liveability of the municipality through building and renewal of public places and spaces.

\$1.271M Operating | \$1.362M Capital Works (Net 2021-2022 Budget)

## Priorities that will focus our work to improve this outcome



Urban design renewal of places and spaces



Connected, accessible, smart and safe travel options



Frankston City's identity as a liveable city

Four-year initiative	What we will do in 2021–2022
Integrate land use planning and revitalise and protect the identity and character of the City	<ul style="list-style-type: none"> <li>• Implement Frankston City Centre Revitalisation Action Plan</li> <li>• Develop an integrated Housing strategy, Neighbourhood Character study and design guidelines</li> <li>• Finalise and implement Frankston Metropolitan Activity Centre (FMAC) Structure Plan</li> <li>• Review Kerbside Trading Guidelines</li> <li>• Review and update the streetscape palette</li> <li>• Revise Municipal Planning Strategy</li> </ul>
Improve connectivity and movement and provide transport choices to the community, including walking trails and bike paths	<ul style="list-style-type: none"> <li>• Develop an Integrated Transport Strategy to improve transport choices and make walking, cycling and public transport easy, safe and accessible</li> <li>• Review Council's Bicycle Strategy and develop a Cycle Improvement Plan to encourage and facilitate transport choice</li> <li>• Advocate to State Government for improvements to bus and rail public transport services</li> <li>• Develop open space walking and cycling connections</li> </ul>

Four-year initiative	What we will do in 2021–2022
Provide well designed, fit for purpose, multi-use open spaces and infrastructure for the community to connect, engage and participate	<ul style="list-style-type: none"> <li>• Review future needs for open space, play and recreation facilities</li> <li>• Deliver annual capital works program including key major projects: Jubilee Park and activation of Yacht Club Restaurant</li> <li>• Develop the Public Toilet Action Plan</li> <li>• Develop the Baxter Park Master Plan</li> <li>• Review maintenance and asset renewal programs to enhance safety and presentation of the City</li> </ul>
Innovate with smart technology and initiatives to increase the liveability of the city	<ul style="list-style-type: none"> <li>• Capture real time data to gather insights into liveability</li> <li>• Investigate parking technology and way finding to make it easier for people to make smart parking choices</li> <li>• Complete an electric charging station feasibility study</li> <li>• Develop a transport plan for the City Centre as part of the development of the Frankston Metropolitan Structure Plan</li> <li>• Develop a Municipal Integrated Transport Plan which addresses emerging technologies in transport planning</li> <li>• Smart Cities data collection, reporting and insights</li> </ul>

## How we will measure success

Strategic Indicators provide Council with measures to monitor how we are progressing towards our outcome. Council's level of influence over the result of each measure is shown as often Council does not control the results, but seeks to influence with advocacy, partnerships and the community.

If we are successful, we will see	Outcome measures	Level of Influence
Urban design renewal of places and spaces	<ul style="list-style-type: none"> <li>Proportion of open space and infrastructure that is fit for purpose (Community Satisfaction Survey)</li> <li>Proportion of residents who are satisfied with the design of places and spaces (Community Satisfaction Survey)</li> </ul>	High
Increased travel options that are connected, accessible, smart and safe	<ul style="list-style-type: none"> <li>Proportion of residents who are satisfied with travel options around the municipality (Community Satisfaction Survey)</li> <li>Proportion of residents living within 200m of public open space</li> </ul>	Medium
Frankston City's identity as a liveable city	<ul style="list-style-type: none"> <li>Proportion of residents who are proud and enjoy living in their local area (Community Satisfaction Survey)</li> </ul>	Medium

### Level of Influence over the result

**High** Council can directly influence this result

**Medium** Council can influence this result, however external factors outside of Council's control may also influence the result.

**Low** Council's level of influence on this result is limited but monitoring this indicator assists in planning and guiding Council's priorities









## OUTCOME 5: THRIVING ECONOMY

*A thriving economy that has strengthened through recovery, created employment and opportunities to build a skilled and educated community that supports sustainable and diverse industries.*

Council delivers a wide range of services, programs and infrastructure to strengthen the local economy, encourage a skilled and educated population and grow local job opportunities, including:

### Economic Development

Fostering the development of a sustainable and prosperous local economy.

Key Strategic documents:

- Skilled Community Workforce Strategy
- Economic Development Strategy
- Frankston City Visitor Economy Strategy

\$4.120M Operating (Net 2021-2022 Budget)

### Urban Revitalisation

Revitalising and improving the liveability of the municipality through building and renewal of public places and spaces.

Key Strategic documents:

- Revitalisation Action Plan

\$1.271 Operating | \$1.363M Capital Works (Net 2021-2022 Budget)

### Arts and Culture

Building Frankston's cultural landscape by supporting the production and delivery of arts programs, events and library facilities providing opportunities to create, learn and connect.

Key Strategic documents:

Arts and Culture Strategic Plan

\$0.915M Operating (Net 2021-2022 Budget)



## Priorities that will focus our work to improve this outcome



Business and Industry  
investment attraction



Activity centre precincts



Local employment, education and training  
opportunities for all people

Four-year initiative	What we will do in 2021–2022
Activate vacant commercial spaces and underutilised Council assets	<ul style="list-style-type: none"> <li>Develop and implement the Place Activation Plan</li> <li>Deliver the COVID economic recovery package including activation of precincts</li> </ul>
Remove complexity and provide planning certainty to attract economic investment	<ul style="list-style-type: none"> <li>Expand Council's Business Investment Attraction Program</li> <li>Promote Invest Frankston and precinct opportunities</li> <li>Complete the Statutory Planning Business Improvement Program to streamline online planning permits applications</li> <li>Maintain and promote Council's business concierge service</li> </ul>
Strengthen Frankston City as a destination for events and creative arts industries	<ul style="list-style-type: none"> <li>Expand and deliver a reputation for engaging major and seasonal events</li> <li>Research and develop opportunities for a vibrant night time economy</li> <li>Engage local and international creatives to enhance Frankston as an arts hub</li> </ul>

Elevate Frankston City's identity as an innovation hub and business-friendly city	<ul style="list-style-type: none"><li>• Adopt and implement the Sustainable Economy and Skilled Community Strategies</li><li>• Develop and Implement the Frankston Industrial Strategy</li><li>• Further develop the feasibility for a Business Innovation Centre in the city centre</li><li>• Deliver the Strategic Partnerships and Advocacy Framework</li><li>• Re-establish a Frankston Business and Industry Council and pursue partnership and innovation opportunities</li></ul>
Leverage the emerging connection between Frankston City's café and dining culture through the revitalisation of public spaces	<ul style="list-style-type: none"><li>• Improve the urban design, pedestrian appeal and activation of the Nepean Highway</li><li>• Explore support for permanency of outdoor dining initiatives</li><li>• Embed place-making and activation programs in key precincts</li><li>• Program improvements to precinct streetscapes</li></ul>

## How we will measure success

Strategic Indicators provide Council with measures to monitor how we are progressing towards our outcome. Council's level of influence over the result of each measure is shown as often Council does not control the results, but seeks to influence with advocacy, partnerships and the community.

If we are successful, we will see	Outcome measures	Level of Influence
Increased business and Industry investment	<ul style="list-style-type: none"> <li>Number of commercial building approvals (ABS)</li> </ul>	Low
Rejuvenated activity centre precincts	<ul style="list-style-type: none"> <li>Gross local product of the municipality (\$m) (.id)</li> <li>Percentage decrease of retail vacancy rates (Economic Development Scorecard)</li> </ul>	Medium
Enhanced local employment, education and training opportunities for all people	<ul style="list-style-type: none"> <li>Proportion of residents who are unemployed (.id)</li> <li>Proportion of residents who are underemployed (ABS)</li> <li>Proportion of residents with a qualification (.id)</li> <li>Proportion of residents employed locally in Frankston City (.id)</li> </ul>	Low

### Level of Influence over the result

**High** Council can directly influence this result

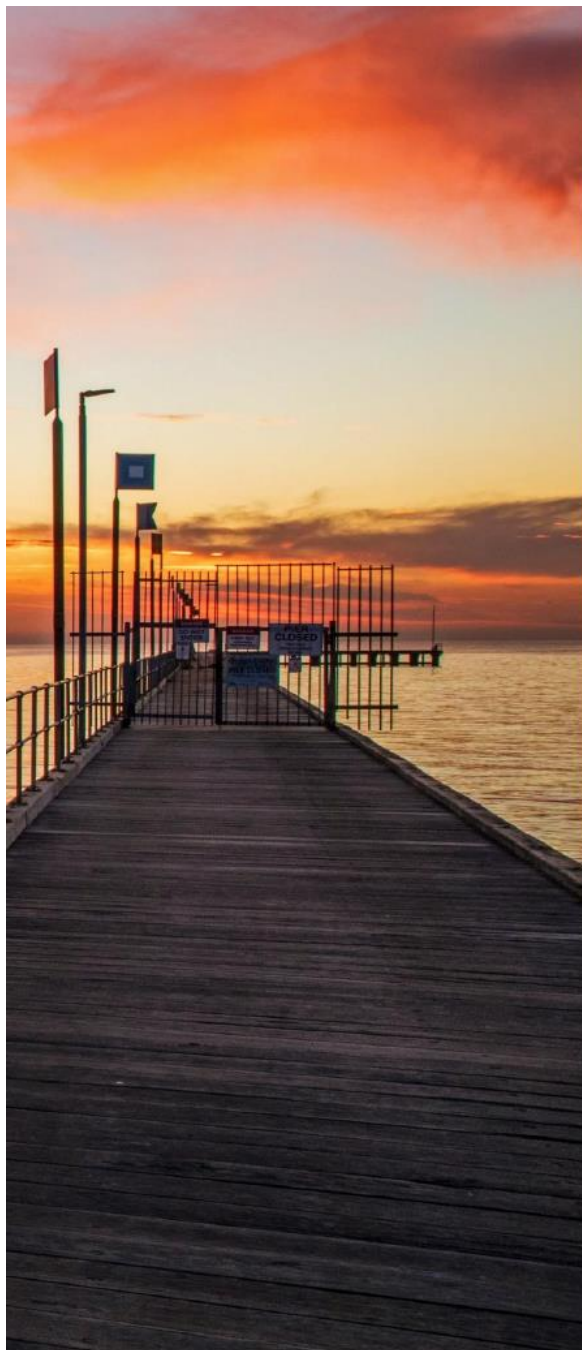
**Medium** Council can influence this result, however external factors outside of Council's control may also influence the result.

**Low** Council's level of influence on this result is limited but monitoring this indicator assists in planning and guiding Council's priorities









## OUTCOME 6: PROGRESSIVE AND ENGAGED CITY

*A progressive and responsive council that values community voice, service innovation and strong governance.*

Council delivers a wide range of services, programs and infrastructure to ensuring strong governance from a progressive and responsive Council including:

### Financial Management

Providing leadership and support in financial planning, processing and reporting to ensure Councils long term financial position is sustainable.

Key Strategic documents:

- Long Term Financial Plan
- Annual Budget
- Revenue and Rating Plan

\$4.860M Operating | \$0.330M Capital Works (2021-2022 Budget)

### Asset Management

Ensuring Council assets adequately support current and future service delivery.

Key Strategic documents:

- Long Term Infrastructure Plan
- Asset Management Plans

\$36.600M Operating | \$5.017M Capital Works (2021-2022 Budget)

### Governance and Compliance

Enabling sound governance through transparency, accountability, risk management and compliance.

\$3.194M Operating | \$0.350M Capital Works (2021-2022 Budget)

### Council Strategy and Performance

Supporting sound decision making through the development of council strategy and performance reporting.

Key Strategic documents:

- Community Vision Frankston City 2040
- Council Plan
- Directorate Business Plans
- Annual Report

\$3.260M Operating | \$0.020M Capital Works (2021-2022 Budget)

### Customer and Business Solutions

Enabling future ready service delivery, communications and engagement that meet community expectations.

Key Strategic documents:

- Community Engagement Strategy
- Future Ready Frankston

\$1.639M Operating | \$0.950M Capital Works (2021-2022 Budget)

### Technology and information

Supporting the delivery and management of technology and information management.

\$6.185M Operating | \$2.557M Capital Works (2021-2022 Budget)

### Employee support and safety

Enabling a high performing workforce and ensuring a safe workplace.

\$3.043M Operating | \$0.200M Capital Works (2021-2022 Budget)



## Priorities that will focus our work to improve this outcome



Engagement with our community in communication and decision making



Future ready service delivery through changes to culture, capability, connectivity and customer experience



Sound governance to build trust in the integrity and transparency of Council

Four-year initiative	What we will do in 2021–2022
Ensure sustainable financial management and the strategic allocation of resources to deliver planned infrastructure and services	<ul style="list-style-type: none"> <li>Regularly review and update long-term financial and infrastructure planning to guide our budget decisions to ensure they are responsible and sustainable</li> <li>Seek alternative revenue sources</li> <li>Implement the Property Strategy and Plan to ensure property is managed for the broader community in a responsible way</li> <li>Review and adopt Procurement Policy; monitor, manage and refine processes to support collaboration, innovation, efficiency and agility</li> <li>Oversee the reporting and governance of Council's subsidiary Peninsula Leisure Propriety Limited to ensure recovery and future growth</li> </ul>
Enhance strategy, policy and plan development and identify alignment to allow for prioritisation of services that are efficient, well planned, accessible and meet community needs	<ul style="list-style-type: none"> <li>Enhance integrated planning and strategy alignment across the organisation</li> <li>Review Council's assets to ensure they meet community needs</li> <li>Develop and implement Enterprise, Risk, Opportunity Management Framework</li> </ul>

Four-year initiative	What we will do in 2021–2022
	<ul style="list-style-type: none"> <li>Develop and implement Governance and Integrity Framework to enable open, transparent and accountable decision-making</li> </ul>
Lead advocacy engagement and enhance relationships with all tiers of government and key stakeholders	<ul style="list-style-type: none"> <li>Develop and implement an Advocacy and Strategic Partnering Framework</li> <li>Develop and deliver annual advocacy campaign plan</li> <li>Build the profile of advocacy priorities through implementation of a communication and engagement plan</li> </ul>
Enhance customer experience through the transformation of our services to ensure they are easy to access, and provide seamless transactional and interactional experiences	<ul style="list-style-type: none"> <li>Transformation of our digital platforms, ensuring that they are fully accessible for people of all abilities and cultures</li> <li>Implement the Customer Experience Strategy</li> <li>Implement the Community Engagement Framework</li> </ul>
Support transparent and evidenced based decision making through sharing council data and clear reporting on our measures of success to the community	<ul style="list-style-type: none"> <li>Monitor and report on Council's operations, spending and work across Frankston City in a way that is meaningful and simple to understand</li> <li>Implement a transparency hub</li> <li>Proactively increase access to Council's open data to maximise new opportunities for release of records</li> <li>Progress the data protection and security plan</li> <li>Enhance public transparency, in line with Council's Public Transparency Policy, to maximise council decision making</li> </ul>

## How we will measure success

Strategic Indicators provide Council with measures to monitor how we are progressing towards our outcome. Council's level of influence over the result of each measure is shown as often Council does not control the results, but seeks to influence with advocacy, partnerships and the community.

If we are successful, we will see	Outcome measures	Level of Influence
Increased engagement with our community	<ul style="list-style-type: none"> <li>Community satisfaction with Council's community consultation and engagement (Community Satisfaction Survey)</li> <li>Customer satisfaction with Council's representation, lobbying and advocacy on behalf of the community with other levels of government and private organisations on key issues (Community Satisfaction Survey)</li> </ul>	Medium
Service delivery that frequently meets the needs and expectations of the community	<ul style="list-style-type: none"> <li>Proportion of residents satisfaction with the overall Council performance (Community Satisfaction Survey)</li> <li>Proportion of residents satisfaction that Council provides important services that meet the needs of the whole community (Community Satisfaction Survey)</li> <li>Percentage of Capital work program delivered (Target 90%) (Capital Works Delivery Program)</li> </ul>	Medium
Increased satisfaction with integrity and transparency of Council	<ul style="list-style-type: none"> <li>Community satisfaction with Council implementing decisions in the best interests of the Community (Community Satisfaction Survey)</li> <li>Community satisfaction with Council's performance in maintaining the trust and confidence of the local community (Community Satisfaction Survey)</li> </ul>	Medium

### Level of Influence over the result

**High** Council can directly influence this result

**Medium** Council can influence this result, however external factors outside of Council's control may also influence the result.

**Low** Council's level of influence on this result is limited but monitoring this indicator assists in planning and guiding Council's priorities







# Budget

## Structure of the Budget

This section presents information in regard to the Financial Statements and Statement of Human Resources. The budget information for the year 2021-2022 has been supplemented with projections to 2024-2025.

### EXECUTIVE SUMMARY

### FINANCIAL STATEMENTS

The following financial statements have been prepared in accordance with the Local Government Act 2020 and Local Government (Planning and Reporting)

Regulations 2020:

**Comprehensive Income Statement**

**Balance Sheet**

**Statement of Changes in Equity**

**Statement of Cash Flows**

**Statement of Capital Works**

**Statement of Human Resources**

### FINANCIAL PERFORMANCE INDICATORS

### SUSTAINABLE CAPACITY INDICATORS

### APPENDIX

**Fees and charges**

**Capital works program**



## Executive Summary

Council has prepared a combined Council Plan and Budget for 2021-2022 and subsequent years via an integrated approach to strategic planning and reporting. This is a requirement of the new Local Government Act 2020 (LGA).

The Council Plan and Budget ensures there is synergy between Council's fundamental plans. These include the **Frankston City Community Vision 2040**, **Municipal Public Health and Wellbeing Plan**, **Revenue and Rating Plan** and the **Long-term Financial Plan**.

It seeks to maintain and improve services and infrastructure as well as deliver projects and services that are valued by our community, and do this within the rate increase mandated by the Victorian Government. Council has also committed to assisting the community in COVID-19 recovery efforts with a relief package for those most affected.

This Budget projects an accounting surplus of \$19.084 million for 2021-2022, however, it should be noted that the adjusted underlying result is predicted to be relatively break-even with a deficit currently budgeted of \$1.137 million.

### Capping of Council Rates

On 2 December 2015, the Victorian Government passed legislation to restrict Council from increasing rate income by more than the average cap set by the Minister for Local Government.

The Minister for Local Government announced on 22 December 2020 that Victorian council rate rises would be capped to the rate of inflation in the 2020-2021 financial year. That is, the Consumer Price Index (CPI) as published by the Victorian Department of Treasury and Finance, which is 1.50 per cent for the 2021-2022 financial year.

Where the level of income raised under the rate cap is insufficient to meet specific needs, councils can apply to the Essential Services Commission for a higher cap. Frankston City Council has not elected to apply for variation to the rate cap in the 2021-2022 year.

During 2020-2021, a revaluation of all properties within the municipality was undertaken and will apply from 1 July 2021 for 2021-2022. The outcome of the general revaluation has been a minor change in property valuations throughout the municipality. Overall, property valuations across the municipal district have increased by 3.75 per cent. Of this movement, residential properties have increased by 4.82 per cent, vacant land by 4.72 per cent and retirement villages by 2.91 per cent. On the other hand, commercial properties have decreased by 6.45 per cent and industrial land by 0.04%. Due to the impact of the revaluation in 2021-2022, the rate percentage charged will not be a consistent 1.50 per cent. On average, residential properties rates component will increase by 2.75 per cent, commercial properties will decrease by 8.28 per cent and industrial properties will decrease by 1.99 per cent.

### Key things we are funding

As we enter the recovery phase post pandemic, Council proposes to set aside a provision of up to \$3.86 million for a recovery package available from the 2021-2022 financial year. Given our experience navigating through the pandemic during the 2020-2021 financial year, Council is now in a better position to determine the needs of the municipality during the recovery phase. The \$3.860 million Recovery Package includes;

- a one-off discounted voucher program across the following services; an at-call hard waste collection, PARC pass or Arts Centre show. This would equate in value to approximately \$25 per ratepayer up to the quantum of \$1.100 million.
- \$0.400 million hardship rates waiver of \$200 per eligible ratepayer

- Just over \$1.000 million is support for the community including individual grants, operational support for Community Support Frankston, recovery triage service and job advocacy program and supplementing the meals on wheels service
- \$1.450 million in economic support for businesses including first two hours free parking in Council owned off street carparks, fee relief for kerbside trading permit fees, A frame signage fees, new health registration fees, Business grants and support, place activation and the Invest Frankston campaign

Capital works budget of \$64.885 million (\$51.961 million in 2021-2022 Forecast including carry forwards). Key capital works projects include;

- Hall Road Rehabilitation - \$4.100 million (fully grant funding)
- Jubilee Park – Indoor Multipurpose Netball Complex \$5.012 million (\$2.988 million Council contribution, \$1.824 million grant funding)
- Monterey Reserve pavilion - \$3.370 million (\$2.770 Council contribution, \$0.600 million grant funding )
- Langwarrin Pavilion – Lloyd Park - \$2.000 million (\$0.500 million Council contribution, \$1.500 million grant funding)
- Playground Strategy Implementation - \$1.100 million (\$1.087 million Council contribution, \$0.013 million grant funding)
- Frankston Revitalisation Action Plan - \$2.875 million (\$0.705 million Council contribution, \$2.170 million grant funding )

Continued investment in the maintenance of municipal infrastructure assets of \$34.530 million. This includes roads (\$9.330 million); bridges (\$0.200 million); footpaths and bicycle paths (\$3.259 million); drainage (\$1.056 million); parks, open space and streetscapes (\$10.823 million); recreational, leisure and community facilities (\$6.808 million); waste management (\$0.560 million); other infrastructure (\$2.064 million) and off street car parks (\$0.430 million).

A continued commitment to maintain the condition of community assets through asset renewal totalling \$23.761 million.

Our Council Plan and Budget set out the four year vision for the city and the outcomes Council wants to achieve over that period. These outcomes align with key focus areas identified in the ***Frankston City Community Vision 2040***.

Our Council Plan identifies key priorities and initiatives aimed at working towards the six future outcomes that will set the strategic direction for Frankston City. The key outcomes include;

- 1 HEALTHY & SAFE COMMUNITIES
- 2 COMMUNITY STRENGTH
- 3 SUSTAINABLE ENVIRONMENT
- 4 WELL PLANNED & LIVEABLE CITY
- 5 THRIVING ECONOMY
- 6 PROGRESSIVE AND ENGAGED CITY

We have costed all of the year one actions in our Budget to ensure that we can afford and deliver on our key strategic direction.



AERIAL OVER WELLS STREET FRANKSTON





# Financial Statements

## Budgeted Consolidated Comprehensive Income Statement For the four years ending 30 June 2025

	Forecast 2020-21 \$'000	Budget 2021-22 \$'000	Budget 2022-23 \$'000	Budget 2023-24 \$'000	Budget 2024-25 \$'000
<b>Income</b>					
Rates and charges	130,067	134,698	137,858	141,167	144,552
Statutory fees and fines	4,751	6,093	6,215	6,339	6,714
User fees	14,448	27,777	30,611	31,169	32,244
Grants - operating	20,418	18,777	18,965	19,154	19,346
Grants - capital	9,641	18,221	12,142	10,154	6,763
Contributions - monetary	1,856	1,200	1,548	915	915
Contributions - non-monetary	800	800	800	800	800
Net gain/(loss) on disposal of property, infrastructure, plant and equipment	589	574	532	473	409
Other income	3,007	4,531	4,683	4,818	4,854
<b>Total income</b>	<b>185,577</b>	<b>212,671</b>	<b>213,354</b>	<b>214,989</b>	<b>216,597</b>
<b>Expenses</b>					
Employee costs	78,209	85,958	88,753	91,815	94,981
Materials and services	61,033	68,649	69,691	71,020	72,588
Bad and doubtful debts	93	220	220	220	220
Depreciation	31,518	31,659	32,335	34,505	35,713
Amortisation - intangible assets	1,100	943	886		
Amortisation - right of use assets	517	512	177		
Financing costs - leasing	40	40	5		
Borrowing costs	1,487	1,533	1,580	1,626	1,565
Other expenses	4,254	5,201	4,522	4,647	4,776
Efficiency Factor	(500)	(1,068)	(1,500)	(2,000)	(3,000)
<b>Total expenses</b>	<b>177,751</b>	<b>193,647</b>	<b>196,669</b>	<b>201,833</b>	<b>206,843</b>
<b>Surplus/(deficit) for the year</b>	<b>7,826</b>	<b>19,024</b>	<b>16,685</b>	<b>13,156</b>	<b>9,754</b>
<b>Other comprehensive income</b>					
Net asset revaluation increment/(decrement)	-	-	-	-	-
<b>Total comprehensive result</b>	<b>7,826</b>	<b>19,024</b>	<b>16,685</b>	<b>13,156</b>	<b>9,754</b>

Note: The amount indicated for rates and charges includes an estimate of income from supplementary rates (i.e. properties newly subdivided or improved upon during the year) and therefore doesn't balance to the amounts indicated in the Declaration of Rates and Charges.

## Notes to the Budgeted Consolidated Comprehensive Income Statement

**Rates and Charges** - Rates increased by \$4.631M on 2020-2021 forecast as a result of 1.50 per cent rates cap increase set by the Victorian Government and increase to waste charges as a result of higher costs of waste and recycling services. These higher costs are mainly due to the increase in the State Government land fill levy from \$65.90 to \$105.90 per tonne.

**Government grants - operating** - Grants are expected to decrease on 2020-2021 forecast by \$1.641M as a one off grant of \$1.798M for the Working for Victoria state government funded program was received in 2020-2021. This program is not expected to be run in 2021-2022.

**User fees and charges** - User fees and charges are expected to increase by \$13.329M in the 2021-2022 budget as services are expected to return to pre-COVID-19 levels. Areas expected to increase on service levels compared to the 2020-2021 forecast are \$4.507M in Arts & Culture and \$6.620M at the Peninsula Aquatic Recreation Centre.

**Statutory Fees and Fines** - Statutory Fees and Fines are expected to increase on 2020-2021 forecast by \$1.342M primarily due to Parking Infringements issued returning to pre COVID-19 levels as car parks return to expected usage levels.

**Other income** - Other income is expected to increase on 2020-2021 forecast by \$1.524M primarily due to Café and Merchandise sales increasing at the Peninsula Aquatic Recreation Centre as patronage levels return to pre COVID-19 levels. Income on Investments is also expected to perform better than the 2020-2021 forecasts.

**Employee benefits** - Employee benefits increased by \$7.749 million on 2020-2021 forecast due to Enterprise Agreement increase, FTE increase to meet service demands and legislative requirements.

**Materials and Services** - Materials and services have increased by \$7.616M on 2020-2021 forecast due to services resuming and increasing that were impacted during the COVID-19 pandemic. Specific areas that are spending more on Materials and Services that were impacted during the pandemic are the Peninsula Aquatic Recreation Centre \$1.798M and Arts & Culture \$2.305M. Waste Charges are also expected to increase by \$1.867M in the 2021-2022 budget.

**Bad and Doubtful Debts** - Bad and Doubtful Debts increased in 2021-2022 budget by \$0.127M in line with expected increased parking infringement revenue.

**Depreciation** - Depreciation has increased by \$0.141M in 2021-2022 budget which is reflecting the higher levels of capital works expenditure and completed projects in recent years.

**Government grants - capital** - Capital Grants budgeted to receive total \$18.221 million due largely to amounts expected to be received for projects concerning Hall Road Rehabilitation \$4.100M, Evelyn Park open space \$1.100M, Multipurpose Stadium at Jubilee Park \$1.824M, various sporting pavilions \$4.050M, Frankston Revitalisation Action Plan \$2.170M, sports lighting \$0.605M and Ballam Park Athletic Track Redevelopment \$0.650M.



## Conversion to consolidated cash result

Conversion to cash result	Forecast 2020-21 \$'000	Budget 2021-22 \$'000	Budget 2022-23 \$'000	Budget 2023-24 \$'000	Budget 2024-25 \$'000
<b>Surplus/(deficit) for the year</b>	<b>7,826</b>	<b>19,024</b>	<b>16,685</b>	<b>13,156</b>	<b>9,754</b>
<b>Add back non-cash items:</b>					
Depreciation and amortisation	33,135	33,114	33,398	34,505	35,713
Contributions – non-monetary	(800)	(800)	(800)	(800)	(800)
Write down value of assets disposed	500	450	500	500	500
	<b>32,835</b>	<b>32,764</b>	<b>33,098</b>	<b>34,205</b>	<b>35,413</b>
<b>Less non-operating cash items:</b>					
Capital works expenditure	50,461	63,685	75,560	60,216	48,008
Transfers to/(from) reserves	(5,793)	(8,394)	(22,896)	(9,572)	(4,975)
Proceeds from borrowings	(1,873)	(4,450)	(4,257)	(5,000)	-
Repayment of borrowings	373	947	1,376	1,717	2,134
	<b>43,168</b>	<b>51,788</b>	<b>49,783</b>	<b>47,361</b>	<b>45,167</b>
Cash surplus/(deficit) for the year	(2,507)	-	-	-	-
Accumulated cash surplus/(deficit) brought forward	3,007	500	500	500	500
<b>Accumulated cash surplus/(deficit) carried forward</b>	<b>500</b>	<b>500</b>	<b>500</b>	<b>500</b>	<b>500</b>

Note: The budgeted surplus for each year is used to fund the capital works program, which is included in the external funding amount in the Budgeted Consolidated Statement of Capital Works.

## Adjusted consolidated underlying result

	Forecast 2020-21 \$'000	Budget 2021-22 \$'000	Budget 2022-23 \$'000	Budget 2023-24 \$'000	Budget 2024-25 \$'000
<b>Operating</b>					
Total income	185,577	212,671	213,354	214,989	216,597
Total expenses	(177,751)	(193,647)	(196,669)	(201,833)	(206,843)
<b>Surplus for the year</b>	<b>7,826</b>	<b>19,024</b>	<b>16,685</b>	<b>13,156</b>	<b>9,754</b>
<b>Less non-operating income and expenditure</b>					
Grants – capital	(9,641)	(18,221)	(12,142)	(10,154)	(6,763)
Contributions – monetary	(1,856)	(1,200)	(1,548)	(915)	(915)
Contributions – non-monetary	(800)	(800)	(800)	(800)	(800)
<b>Adjusted underlying surplus (deficit)</b>	<b>(4,471)</b>	<b>(1,197)</b>	<b>2,195</b>	<b>1,287</b>	<b>1,276</b>

Budgeted Consolidated Balance Sheet  
For the four years ending 30 June 2025

	Forecast 2020-21 \$'000	Budget 2021-22 \$'000	Budget 2022-23 \$'000	Budget 2023-24 \$'000	Budget 2024-25 \$'000
<b>Assets</b>					
<b>Current assets</b>					
Cash and cash equivalents	55,376	55,572	32,934	27,753	22,833
Trade and other receivables	19,971	20,530	21,095	21,675	22,271
Other financial assets	45,000	34,881	25,000	20,000	20,550
Inventories	186	202	208	214	220
Other assets	2,603	2,941	3,022	3,105	3,190
<b>Total current assets</b>	<b>123,136</b>	<b>114,126</b>	<b>82,259</b>	<b>72,747</b>	<b>69,064</b>
<b>Non-current assets</b>					
Trade and other receivables	651	550	425	1,500	1,375
Other financial assets	1,000	1,000	7,500	7,500	7,500
Intangible assets	1,095	1,444	1,410	1,597	1,747
Right-of-use assets	852	339	-	-	-
Property, infrastructure, plant and equipment	1,735,110	1,765,638	1,808,087	1,833,912	1,846,356
<b>Total non-current assets</b>	<b>1,738,708</b>	<b>1,768,971</b>	<b>1,817,422</b>	<b>1,844,509</b>	<b>1,856,978</b>
<b>Total assets</b>	<b>1,861,844</b>	<b>1,883,097</b>	<b>1,899,681</b>	<b>1,917,256</b>	<b>1,926,042</b>
<b>Liabilities</b>					
<b>Current liabilities</b>					
Trade and other payables	20,027	19,771	20,166	20,569	20,979
Provisions	23,591	23,277	20,212	20,869	21,546
Lease liabilities	556	357	-	-	-
Interest-bearing loans and borrowings	578	1,080	1,585	2,163	17,737
<b>Total current liabilities</b>	<b>44,752</b>	<b>44,485</b>	<b>41,963</b>	<b>43,601</b>	<b>60,262</b>
<b>Non-current liabilities</b>					
Provisions	2,251	2,103	2,177	2,253	2,332
Lease liabilities	386	29	-	-	-
Interest-bearing loans and borrowings	28,669	31,670	34,046	36,751	19,043
<b>Total non-current liabilities</b>	<b>31,306</b>	<b>33,802</b>	<b>36,223</b>	<b>39,004</b>	<b>21,375</b>
<b>Total liabilities</b>	<b>76,058</b>	<b>78,287</b>	<b>78,186</b>	<b>82,605</b>	<b>81,637</b>
<b>Net assets</b>	<b>1,785,786</b>	<b>1,804,810</b>	<b>1,821,495</b>	<b>1,834,651</b>	<b>1,844,405</b>
<b>Equity</b>					
Accumulated surplus	731,994	759,412	798,993	821,721	836,450
Reserves	1,053,792	1,045,398	1,022,502	1,012,930	1,007,955
<b>Total equity</b>	<b>1,785,786</b>	<b>1,804,810</b>	<b>1,821,495</b>	<b>1,834,651</b>	<b>1,844,405</b>

Budgeted Consolidated Statement of Changes in Equity  
For the four years ending 30 June 2025

	Total \$'000	Accumulated Surplus \$'000	Revaluation Reserve \$'000	Other Reserves \$'000
<b>2021</b>				
Balance at beginning of the financial year	1,777,960	718,375	975,374	84,211
Comprehensive result	7,826	7,826	-	-
Transfer to reserves	-	18,120	-	(18,120)
Transfer from reserves	-	(12,327)	-	12,327
<b>Balance at end of the financial year</b>	<b>1,785,786</b>	<b>731,994</b>	<b>975,374</b>	<b>78,418</b>
<b>2022</b>				
Balance at beginning of the financial year	1,785,786	731,994	975,374	78,418
Comprehensive result	19,024	19,024	-	-
Transfer to reserves	-	20,186	-	(20,186)
Transfer from reserves	-	(11,792)	-	11,792
<b>Balance at end of the financial year</b>	<b>1,804,810</b>	<b>759,412</b>	<b>975,374</b>	<b>70,024</b>
<b>2023</b>				
Balance at beginning of the financial year	1,804,810	759,412	975,374	70,024
Comprehensive result	16,685	16,685	-	-
Transfer to reserves	-	28,930	-	(28,930)
Transfer from reserves	-	(6,034)	-	6,034
<b>Balance at end of the financial year</b>	<b>1,821,495</b>	<b>798,993</b>	<b>975,374</b>	<b>47,128</b>
<b>2024</b>				
Balance at beginning of the financial year	1,821,495	798,993	975,374	47,128
Comprehensive result	13,156	13,156	-	-
Transfer to reserves	-	15,155	-	(15,155)
Transfer from reserves	-	(5,583)	-	5,583
<b>Balance at end of the financial year</b>	<b>1,834,651</b>	<b>821,721</b>	<b>975,374</b>	<b>37,556</b>
<b>2025</b>				
Balance at beginning of the financial year	1,834,651	821,721	975,374	37,556
Comprehensive result	9,754	9,754	-	-
Transfer to reserves	-	10,591	-	(10,591)
Transfer from reserves	-	(5,616)	-	5,616
<b>Balance at end of the financial year</b>	<b>1,844,405</b>	<b>836,450</b>	<b>975,374</b>	<b>32,581</b>

## Budgeted Consolidated Statement of Cash Flows

For the four years ending 30 June 2025

	Forecast 2020-21 \$'000	Budget 2021-22 \$'000	Budget 2022-23 \$'000	Budget 2023-24 \$'000	Budget 2024-25 \$'000
<b>Cash flows from operating activities</b>					
<i>Receipts</i>					
Rates and charges	130,067	134,698	137,858	141,167	144,552
Statutory fees and fines	4,751	6,093	6,215	6,339	6,714
User fees	14,448	27,777	30,611	31,169	32,244
Grants - operating	20,418	18,777	18,965	19,154	19,346
Grants - capital	9,641	18,221	12,142	10,154	6,763
Contributions - monetary	1,856	1,200	1,548	915	915
Other receipts	11,239	13,121	4,941	9,209	4,909
<i>Payments</i>					
Employee costs	(78,209)	(85,958)	(88,753)	(91,815)	(94,981)
Materials and services	(61,126)	(68,869)	(69,911)	(71,240)	(72,808)
Other payments	(4,254)	(5,201)	(4,522)	(4,647)	(4,776)
Efficiency factor	500	1,068	1,500	2,000	3,000
<b>Net cash provided by operating activities</b>	<b>49,331</b>	<b>60,927</b>	<b>50,594</b>	<b>52,405</b>	<b>45,878</b>
<b>Cash flows from investing activities</b>					
Payments for property, infrastructure, plant and equipment	(50,461)	(63,685)	(75,560)	(60,216)	(48,008)
Proceeds from sale of property, infrastructure, plant and equipment	1,089	1,024	1,032	973	909
<b>Net cash used in investing activities</b>	<b>(49,372)</b>	<b>(62,661)</b>	<b>(74,528)</b>	<b>(59,243)</b>	<b>(47,099)</b>
<b>Cash flows from financing activities</b>					
Finance costs	(1,487)	(1,533)	(1,580)	(1,626)	(1,565)
Interest paid - lease liability	(40)	(40)	(5)	-	-
Proceeds from borrowings	1,873	4,450	4,257	5,000	-
Repayment of borrowings	(373)	(947)	(1,376)	(1,717)	(2,134)
<b>Net cash used in financing activities</b>	<b>(27)</b>	<b>1,930</b>	<b>1,296</b>	<b>1,657</b>	<b>(3,699)</b>
Net increase (decrease) in cash and cash equivalents	(68)	196	(22,638)	(5,181)	(4,920)
Cash and cash equivalents at the beginning of the period	55,444	55,376	55,572	32,934	27,753
<b>Cash and cash equivalents at end of the year</b>	<b>55,376</b>	<b>55,572</b>	<b>32,934</b>	<b>27,753</b>	<b>22,833</b>

## Budgeted Consolidated Statement of Capital Works

For the four years ending 30 June 2025

	Forecast 2020-21 \$'000	Budget 2021-22 \$'000	Budget 2022-23 \$'000	Budget 2023-24 \$'000	Budget 2024-25 \$'000
<b>Property</b>					
Buildings	18,156	20,266	38,603	24,345	13,218
<b>Total property</b>	<b>18,156</b>	<b>20,266</b>	<b>38,603</b>	<b>24,345</b>	<b>13,218</b>
<b>Plant and equipment</b>					
Plant, machinery and equipment	2,993	4,732	2,411	2,210	2,041
Fixtures, fittings and furniture	352	1,037	466	382	229
Computers and telecommunications	3,807	4,194	1,537	2,061	2,515
Library books	718	726	720	720	907
<b>Total plant and equipment</b>	<b>7,870</b>	<b>10,089</b>	<b>5,134</b>	<b>5,373</b>	<b>5,692</b>
<b>Infrastructure</b>					
Roads	4,968	9,330	6,341	4,497	4,781
Bridges	440	200	208	442	454
Footpaths and cycle ways	2,816	3,259	3,621	3,713	3,126
Drainage	1,676	1,056	3,545	3,573	4,598
Recreational, leisure and community facilities	6,234	6,808	6,651	7,532	8,892
Waste management	84	560	1,291	673	836
Parks, open space and streetscapes	6,467	10,823	7,492	8,460	6,167
Off street car parks	511	430	1,519	1,601	1,076
Other infrastructure	2,739	2,064	2,655	1,507	668
<b>Total infrastructure</b>	<b>25,935</b>	<b>34,530</b>	<b>33,323</b>	<b>31,998</b>	<b>30,598</b>
<b>Total capital works expenditure</b>	<b>51,961</b>	<b>64,885</b>	<b>77,060</b>	<b>61,716</b>	<b>49,508</b>
<b>Represented by:</b>					
Asset renewal expenditure	23,371	23,761	25,350	24,478	24,500
New asset expenditure	20,085	19,359	13,002	14,144	15,057
Asset upgrade expenditure	8,505	16,989	36,582	21,583	7,744
Asset expansion expenditure	0	4,776	2,126	1,511	2,207
<b>Total capital works expenditure</b>	<b>51,961</b>	<b>64,885</b>	<b>77,060</b>	<b>61,716</b>	<b>49,508</b>

	Forecast 2020-21 \$'000	Budget 2021-22 \$'000	Budget 2022-23 \$'000	Budget 2023-24 \$'000	Budget 2024-25 \$'000
<b>External</b>					
Government grants	9,641	18,221	12,142	10,154	6,763
Contribution	435	200	633	-	-
Proceeds from sale of assets	1,089	1,024	1,017	977	953
<b>Subtotal External</b>	<b>11,165</b>	<b>19,445</b>	<b>13,792</b>	<b>11,131</b>	<b>7,716</b>
<b>Internal</b>					
Reserve funds	9,811	10,102	24,214	10,490	5,931
Borrowings	1,873	4,450	4,257	5,000	-
<b>Rate funding</b>	<b>29,112</b>	<b>30,888</b>	<b>34,797</b>	<b>35,095</b>	<b>35,861</b>
<b>Subtotal Internal</b>	<b>40,796</b>	<b>45,440</b>	<b>63,268</b>	<b>50,585</b>	<b>41,792</b>
<b>Total Capital Works</b>	<b>51,961</b>	<b>64,885</b>	<b>77,060</b>	<b>61,716</b>	<b>49,508</b>

## Budgeted Consolidated Statement of Human Resources

For the four years ending 30 June 2025

	Forecast 2020-21 \$'000	Budget 2021-22 \$'000	Budget 2022-23 \$'000	Budget 2023-24 \$'000	Budget 2024-25 \$'000
<b>Staff expenditure</b>					
Employee Costs - operating	72,374	83,017	85,812	88,874	92,040
Employee Costs - capital	1,405	2,941	2,941	2,941	2,941
<b>Total staff expenditure</b>	<b>73,779</b>	<b>85,958</b>	<b>88,753</b>	<b>91,815</b>	<b>94,981</b>
	<b>FTE</b>	<b>FTE</b>	<b>FTE</b>	<b>FTE</b>	<b>FTE</b>
<b>Staff numbers</b>					
Employees	850	858	858	858	858
<b>Total staff numbers</b>	<b>850</b>	<b>858</b>	<b>858</b>	<b>858</b>	<b>858</b>

## Item 12.13 Attachment K: 2021-2025 Council Plan and Budget

A summary of human resources expenditure categorised according to the organisational structure of Council is included below:

	Budget 2021-22 \$'000	Permanent Full time \$'000	Permanent part time \$'000
Chief Executive Officer	580	580	-
Human Resources	2,038	1,947	91
Chief Financial Officer Management	446	446	-
Waste & Recycling Services	805	805	-
Business & Information Technology	3,194	2,881	313
Business Transformation	1,289	1,289	-
Financial & Corporate Planning	2,736	2,526	210
Governance & Information	2,176	1,981	195
Commercial Services	1,491	1,396	95
Infrastructure & Operations Management	545	545	-
Business Innovation & Culture Management	446	446	-
Communities Management	493	493	-
Community Strengthening	4,693	3,532	1,161
Family Health Support Services	13,825	4,064	9,761
Arts and Culture	6,737	3,847	2,890
Community Safety	7,740	5,817	1,923
Engaged Communities	4,218	2,282	1,936
Operations	12,352	12,298	54
Statutory Planning	2,353	2,170	183
Policy, Planning & Environmental Strategies	3,061	2,563	498
Engineering Services	1,964	1,895	69
Buildings & Facilities	1,732	1,732	-
Capital Works Delivery	2,178	2,178	-
Sustainable Assets	2,367	2,282	85
Peninsula Leisure Pty Ltd	3,528	2,610	918
Total Permanent Staff	82,987	62,604	20,383
Casual & Other	5,912		
Capitalised Labour Costs	(2,941)		
<b>Total expenditure</b>	<b>85,958</b>		

A summary of the number of full time equivalent (FTE) Council staff in relation to the above expenditure is included below:

	Budget 2021-22 FTE	Permanent Full time FTE	Permanent part time FTE
Chief Executive Officer	2.00	2.00	-
Human Resources	16.80	16.00	0.80
Chief Financial Officer Management	2.00	2.00	-
Waste & Recycling Services	7.00	7.00	-
Business & Information Technology	24.71	22.00	2.71
Business Transformation	10.00	10.00	-
Financial & Corporate Planning	23.70	22.00	1.70
Governance & Information	19.32	17.00	2.32
Commercial Services	11.80	11.00	0.80
Infrastructure & Operations Management	3.00	3.00	-
Business Innovation & Culture Management	2.00	2.00	-
Communities Management	2.00	2.00	-
Community Strengthening	41.85	31.00	10.85
Family Health Support Services	148.56	37.00	111.56
Arts and Culture	63.02	32.00	31.02
Community Safety	74.69	51.00	23.69
Engaged Communities	39.41	18.00	21.41
Operations	141.67	141.00	0.67
Statutory Planning	19.77	18.00	1.77
Policy, Planning & Environmental Strategies	24.80	20.00	4.80
Engineering Services	15.80	15.00	0.80
Buildings & Facilities	12.00	12.00	-
Capital Works Delivery	16.00	16.00	-
Sustainable Assets	19.63	19.00	0.63
Peninsula Leisure Pty Ltd	37.70	26.00	11.70
Total Permanent Staff	779.23	552.00	227.23
Casual & Other	78.80		
<b>Total staff</b>	<b>858.03</b>		



Human resources expenditure categorised according to the organisational structure and gender of Council is included below:

	Budget 2021-22 \$'000	Budget 2022-23 \$'000	Budget 2023-24 \$'000	Budget 2024-25 \$'000
<b>Chief Executive Officer</b>				
<b>Permanent - Full time</b>	<b>579</b>	<b>598</b>	<b>618</b>	<b>640</b>
Female	166	172	177	184
Male	413	426	441	456
Self-described gender	-	-	-	-
<b>Permanent - Part Time</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Female	-	-	-	-
Male	-	-	-	-
Self-described gender	-	-	-	-
<b>Total Chief Executive Officer</b>	<b>579</b>	<b>598</b>	<b>618</b>	<b>640</b>
<b>Chief Financial Office</b>				
<b>Permanent - Full time</b>	<b>7,154</b>	<b>7,387</b>	<b>7,641</b>	<b>7,905</b>
Female	5,079	5,245	5,425	5,612
Male	2,075	2,142	2,216	2,293
Self-described gender	-	-	-	-
<b>Permanent - Part Time</b>	<b>500</b>	<b>516</b>	<b>534</b>	<b>552</b>
Female	450	465	481	497
Male	50	51	53	55
Self-described gender	-	-	-	-
<b>Total Chief Financial Office</b>	<b>7,654</b>	<b>7,903</b>	<b>8,175</b>	<b>8,457</b>
<b>Communities</b>				
<b>Permanent - Full time</b>	<b>22,486</b>	<b>23,120</b>	<b>23,817</b>	<b>24,536</b>
Female	13,491	13,833	14,209	14,597
Male	8,995	9,287	9,608	9,939
Self-described gender	-	-	-	-
<b>Permanent - Part Time</b>	<b>16,416</b>	<b>16,950</b>	<b>17,535</b>	<b>18,139</b>
Female	13,674	14,119	14,606	15,109
Male	2,742	2,831	2,929	3,030
Self-described gender	-	-	-	-
<b>Total Communities</b>	<b>38,902</b>	<b>40,070</b>	<b>41,351</b>	<b>42,675</b>

	Budget 2021-22 \$'000	Budget 2022-23 \$'000	Budget 2023-24 \$'000	Budget 2024-25 \$'000
<b>Business Innovation &amp; Culture</b>				
<b>Permanent - Full time</b>	<b>8,845</b>	<b>9,133</b>	<b>9,448</b>	<b>9,773</b>
Female	5,395	5,571	5,763	5,961
Male	3,450	3,562	3,685	3,812
Self-described gender	-	-	-	-
<b>Permanent - Part Time</b>	<b>2,340</b>	<b>2,416</b>	<b>2,499</b>	<b>2,586</b>
Female	2,106	2,174	2,249	2,327
Male	234	242	250	259
Self-described gender	-	-	-	-
<b>Total Business Innovation &amp; Culture</b>	<b>11,185</b>	<b>11,549</b>	<b>11,947</b>	<b>12,359</b>
<b>Infrastructure &amp; Operations</b>				
<b>Permanent - Full time</b>	<b>20,930</b>	<b>21,611</b>	<b>22,356</b>	<b>23,128</b>
Female	3,139	3,242	3,353	3,469
Male	17,791	18,369	19,003	19,659
Self-described gender	-	-	-	-
<b>Permanent - Part Time</b>	<b>209</b>	<b>216</b>	<b>223</b>	<b>231</b>
Female	166	172	177	183
Male	43	44	46	48
Self-described gender	-	-	-	-
<b>Total Infrastructure &amp; Operations</b>	<b>21,139</b>	<b>21,827</b>	<b>22,579</b>	<b>23,359</b>
<b>Peninsula Leisure Pty Ltd</b>				
<b>Permanent - Full time</b>	<b>2,610</b>	<b>2,695</b>	<b>2,788</b>	<b>2,884</b>
Female	1,806	1,865	1,929	2,996
Male	804	830	859	888
Self-described gender	-	-	-	-
<b>Permanent - Part Time</b>	<b>918</b>	<b>948</b>	<b>981</b>	<b>1,104</b>
Female	659	681	704	728
Male	259	267	277	286
Self-described gender	-	-	-	-
<b>Casual</b>	<b>5,913</b>	<b>6,105</b>	<b>6,316</b>	<b>6,534</b>
Female	4,007	4,137	4,280	4,428
Male	1,906	1,968	2,036	2,106
Self-described gender	-	-	-	-
<b>Total Peninsula Leisure Pty Ltd</b>	<b>9,441</b>	<b>9,748</b>	<b>10,085</b>	<b>10,432</b>
<b>Less Capitalise costs</b>	<b>(2,941)</b>	<b>(2,941)</b>	<b>(2,941)</b>	<b>(2,941)</b>
<b>Total Staff Expenditure</b>	<b>85,958</b>	<b>88,753</b>	<b>91,815</b>	<b>94,981</b>

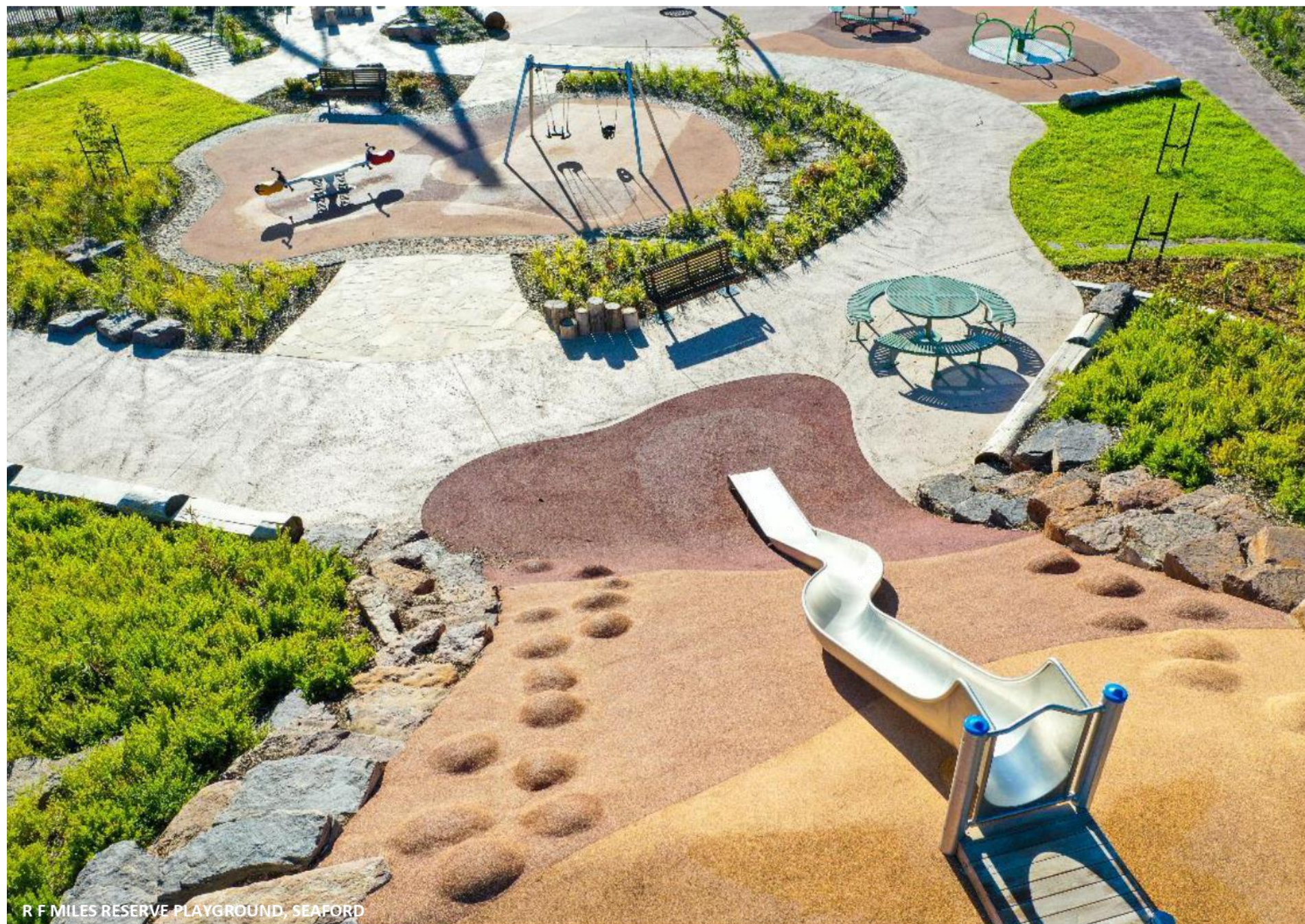
Human resources full time equivalent (FTE) categorised according to the organisational structure and gender of Council is included below:

	Budget 2021-22 FTE	Budget 2022-23 FTE	Budget 2023-24 FTE	Budget 2024-25 FTE		Budget 2021-22 FTE	Budget 2022-23 FTE	Budget 2023-24 FTE	Budget 2024-25 FTE
<b>Chief Executive Officer</b>					<b>Business Innovation &amp; Culture</b>				
<b>Permanent - Full time</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>Permanent - Full time</b>	<b>68.00</b>	<b>68.00</b>	<b>68.00</b>	<b>68.00</b>
Female	1.00	1.00	1.00	1.00	Female	41.00	41.00	41.00	41.00
Male	1.00	1.00	1.00	1.00	Male	27.00	27.00	27.00	27.00
Self-described gender	-	-	-	-	Self-described gender	-	-	-	-
<b>Permanent - Part Time</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>Permanent - Part Time</b>	<b>24.92</b>	<b>24.92</b>	<b>24.92</b>	<b>24.92</b>
Female	-	-	-	-	Female	22.43	22.43	22.43	22.43
Male	-	-	-	-	Male	2.49	2.49	2.49	2.49
Self-described gender	-	-	-	-	Self-described gender	-	-	-	-
<b>Total Chief Executive Officer</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>Total Business Innovation &amp; Culture</b>	<b>92.92</b>	<b>92.92</b>	<b>92.92</b>	<b>92.92</b>
<b>Chief Financial Office</b>					<b>Infrastructure &amp; Operations</b>				
<b>Permanent - Full time</b>	<b>59.00</b>	<b>59.00</b>	<b>59.00</b>	<b>59.00</b>	<b>Permanent - Full time</b>	<b>206.00</b>	<b>206.00</b>	<b>206.00</b>	<b>206.00</b>
Female	42.00	42.00	42.00	42.00	Female	31.00	31.00	31.00	31.00
Male	17.00	17.00	17.00	17.00	Male	175.00	175.00	175.00	175.00
Self-described gender	-	-	-	-	Self-described gender	-	-	-	-
<b>Permanent - Part Time</b>	<b>4.82</b>	<b>4.82</b>	<b>4.82</b>	<b>4.82</b>	<b>Permanent - Part Time</b>	<b>2.10</b>	<b>2.10</b>	<b>2.10</b>	<b>2.10</b>
Female	4.02	4.02	4.02	4.02	Female	1.70	1.70	1.70	1.70
Male	0.80	0.80	0.80	0.80	Male	0.40	0.40	0.40	0.40
Self-described gender	-	-	-	-	Self-described gender	-	-	-	-
<b>Total Chief Financial Office</b>	<b>63.82</b>	<b>63.82</b>	<b>63.82</b>	<b>63.82</b>	<b>Total Infrastructure &amp; Operations</b>	<b>208.10</b>	<b>208.10</b>	<b>208.10</b>	<b>208.10</b>
<b>Communities</b>					<b>Peninsula Leisure Pty Ltd</b>				
<b>Permanent - Full time</b>	<b>191.00</b>	<b>191.00</b>	<b>191.00</b>	<b>191.00</b>	<b>Permanent - Full time</b>	<b>26.00</b>	<b>26.00</b>	<b>26.00</b>	<b>26.00</b>
Female	113.00	113.00	113.00	113.00	Female	18.00	18.00	18.00	18.00
Male	78.00	78.00	78.00	78.00	Male	8.00	8.00	8.00	8.00
Self-described gender	-	-	-	-	Self-described gender	-	-	-	-
<b>Permanent - Part Time</b>	<b>183.69</b>	<b>183.69</b>	<b>183.69</b>	<b>183.69</b>	<b>Permanent - Part Time</b>	<b>11.70</b>	<b>11.70</b>	<b>11.70</b>	<b>11.70</b>
Female	153.06	153.06	153.06	153.06	Female	8.40	8.40	8.40	8.40
Male	30.63	30.63	30.63	30.63	Male	3.30	3.30	3.30	3.30
Self-described gender	-	-	-	-	Self-described gender	-	-	-	-
<b>Total Communities</b>	<b>374.69</b>	<b>374.69</b>	<b>374.69</b>	<b>374.69</b>	<b>Casual</b>	<b>78.80</b>	<b>78.80</b>	<b>78.80</b>	<b>78.80</b>
					Female	53.40	53.40	53.40	53.40
					Male	25.40	25.40	25.40	25.40
					Self-described gender	-	-	-	-
					<b>Total Peninsula Leisure Pty Ltd</b>	<b>116.50</b>	<b>116.50</b>	<b>116.50</b>	<b>116.50</b>
					<b>Total Staff Numbers</b>	<b>858.03</b>	<b>858.03</b>	<b>858.03</b>	<b>858.03</b>

## Statement of borrowings

	Forecast 2020-21 \$'000	Budget 2021-22 \$'000	Budget 2022-23 \$'000	Budget 2023-24 \$'000	Budget 2024-25 \$'000
Amount Borrowed as at 30 June of the prior year	27,747	29,247	32,750	35,631	38,914
Amount proposed to be borrowed	1,873	4,450	4,257	5,000	-
Amount projected to be redeemed	373	947	1,376	1,717	2,134
Amount of borrowings as at 30 June	29,247	32,750	35,631	38,914	36,780





R F MILES RESERVE PLAYGROUND, SEAFORD



## Rates and charges

In developing the Strategic Resource Plan (referred to in Section 3), rates and charges were identified as an important source of revenue, accounting for 63 per cent of the total revenue received by Council annually. Planning for future rate increases has therefore been an important component of the Strategic Resource Planning process. The Victorian Government have introduced the Fair Go Rates System (FGRS) which sets out the maximum amount councils may increase rates in a year. For 2021-2022 the FGRS cap has been set at 1.50 per cent. The cap applies to both general rates and municipal charges and is calculated on the basis of council's average rates and charges.

The level of required rates and charges has been considered in this context, with reference to Council's other sources of income and the planned expenditure on services and works to be undertaken for the Frankston community.

It is predicted that the 2021-2022 operating position will be significantly impacted by wages growth and post COVID recovery phase. The average general rate and the municipal charge will increase by 1.5 per cent in line with the rate cap, the green waste charge by 0.00 per cent and the general waste charge by 5.60 per cent. This will raise total rates and charges for 2021-2022 of \$135.10 million, including \$0.85 million generated from supplementary rates.

The rate in the dollar to be levied as general rates under Section 158 of the Act for each type or class of land compared with the previous financial year.

Type or class of land	2020-21 cents/\$CIV	2021-22 cents/\$CIV	Change
Ordinary rate	0.00232582	0.00227971	(1.98%)
Retirement villages	0.00174437	0.00170979	(1.98%)
Commercial land	0.00290728	0.00284965	(1.98%)
Industrial land	0.00290728	0.00284965	(1.98%)
Vacant residential land	0.00290728	0.00284965	(1.98%)
Acacia Heath	0.00232582	0.00227971	(1.98%)
Farm land	0.00186066	0.00182377	(1.98%)
Derelict land	0.00697648	0.00683915	(1.97%)
Rateable recreational properties	various	various	
Rate by agreement (including Baxter Village)	various	various	

The estimated total amount to be raised by general rates in relation to each type or class of land, and the estimated total amount to be raised by general rates, compared with the previous financial year.

Type or class of land	Budget 2020-21 \$'000	Annualised rates levied 2020-21 \$'000	Budget 2021-22 \$'000	Change
Ordinary rate	76,112	76,667	78,762	2.73%
Retirement villages	265	265	267	0.89%
Commercial land	7,713	7,726	7,085	(8.30%)
Industrial land	5,713	5,839	5,722	(2.01%)
Vacant residential land	975	946	971	2.65%
Acacia Heath	468	476	494	3.79%
Farm land	39	40	44	11.82%
Derelict land	2	2	2	4.57%
Rateable recreational properties	259	259	246	(5.12%)
Rate by agreement (including Baxter Village)	125	125	124	(1.22%)
Total amount to be raised by general rates	91,672	92,344	93,732	1.49%

The number of assessments in relation to each type or class of land, and the total number of assessments, compared to the previous financial year.

Type or class of land	2020-21 number	2021-22 number	Change
Ordinary rate	56,182	56,621	0.78%
Retirement villages	574	574	-
Commercial land	2,085	2,077	(0.38%)
Industrial land	3,143	3,264	3.85%
Vacant residential land	484	484	0.00%
Acacia Heath	238	244	2.52%
Farm land	5	5	-
Derelict land	1	1	-
Rateable recreational properties	5	5	-
Rate by agreement (including Baxter Village)	520	520	-
<b>Total number of assessments</b>	<b>63,237</b>	<b>63,795</b>	<b>0.88%</b>

The basis of valuation to be used is the Capital Improved Value (CIV).

The estimated total value of each type or class of land, and the estimated total value of land, compared with the previous financial year.

Type or class of land	2020-21 \$'000	2021-22 \$'000
Ordinary rate	32,960,850	34,548,985
Retirement villages	151,803	156,215
Commercial land	2,657,781	2,486,269
Industrial land	2,008,625	2,007,875
Vacant residential land	325,355	340,703
Acacia Heath	204,495	216,550
Farm land	21,275	24,275
Derelict land	300	320
Rateable recreational properties	163,515	158,275
Rate by agreement (including Baxter Village)	103,680	104,450
<b>Total value of land</b>	<b>38,597,678</b>	<b>40,043,916</b>

The municipal charge under section 159 of the Act compared with the previous financial year.

Type of charge	Per rateable property 2020-21	Change
Municipal	\$168.90	1.4%

The estimated total amount to be raised by municipal charges compared with the previous financial year.

Type or charge	Annualised 2020-21 \$'000	2021-22 \$'000	Change
Municipal	10,615	10,775	1.40%

The unit amount to be levied for each type of service rate or charge under section 162 of the Act compared with the previous financial year.

Type of charge	Per rateable property 2021-22 \$	Change
Residential bin 240L	634.10	5.60%
Residential bin 120L	421.30	5.59%
Residential bin 80L	335.50	5.60%
Residential bin 120L (fortnightly pickup)	394.50	5.60%
Residential bin 80L (fortnightly pickup)	308.80	5.60%
Green waste bin (incl tenants)	150.20	0.00%
Commercial bin 120L	421.30	5.59%
Commercial bin 80L	335.50	5.60%
Commercial recycling bin	225.20	5.55%
Additional recycling bin	50.00	-



The estimated total amount to be raised by each type of service rate or charge, and the estimated total amount to be raised by service rates and charges, compared with the previous financial year.

Type of charge	Annualised 2020-21 \$'000	2021-22 \$'000	Change
Residential bin 240L	7	8	5.60%
Residential bin 120L	15,547	16,416	5.59%
Residential bin 80L	5,860	6,188	5.60%
Residential bin 120L (fortnightly pickup)	102	108	5.60%
Residential bin 80L (fortnightly pickup)	72	76	5.60%
Green waste bin (incl tenants)	6,409	6,409	0%
Commercial bin 120L	369	390	5.59%
Commercial bin 80L	71	75	5.60%
Commercial recycling bin	18	19	5.55%
Additional recycling bin	54	55	1.62%
<b>Total</b>	<b>28,510</b>	<b>29,744</b>	<b>4.33%</b>

The estimated total amount to be raised by all rates and charges compared with the previous financial year.

Type of charge	Annualised 2020-21 \$'000	2021-22 \$'000	Change
Rates and charges	131,470	134,251	2.1%
Supplementary rates and charges		850	

Any significant changes that may affect the estimated amounts to be raised by rates and charges.

There are no known significant changes which may affect the estimated amounts to be raised by rates and charges. However, the total amount to be raised by rates and charges may be affected by:

- The making of supplementary valuations (2021-2022: estimated \$850,000, 2020-2021: \$991,669)
- The variation of returned levels of value (e.g. valuation appeals)
- Changes of use of land such that rateable land becomes non-rateable land and vice versa
- Changes of use of land such that residential land becomes business land and vice versa.

## Differential rates

### Rates to be levied

The rate and amount of rates payable in relation to land in each category of differential are:

- A general rate of 0.228010% for all rateable other land
- A general rate of 0.171008% for all rateable retirement village land
- A general rate of 0.285013% for all rateable commercial land
- A general rate of 0.285013% for all rateable industrial land
- A general rate of 0.285013% for all rateable vacant residential land
- A general rate of 0.228010% for all rateable Acacia Heath properties
- A general rate of 0.182408% for all rateable farm land
- A general rate of 0.684031% for all rateable derelict land.

Each differential rate will be determined by multiplying the capital improved value of each rateable land (categorised by the characteristics described below) by the relevant percentages indicated above.

Council considers that each differential rate will contribute to the equitable and efficient carrying out of council functions. Details of the objectives of each differential rate, the types of classes of land, which are subject to each differential rate and the uses of each differential rate are set out below.

### 1. Other land

Any land that is developed or vacant which is not retirement village land, industrial land, vacant residential, Acacia Estate properties, derelict land, farm land or commercial land.

Objective	To ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including the: 1. Construction and maintenance of public infrastructure 2. Development and provision of health & community services 3. Provision of general support services 4. Requirement to ensure that Council has adequate funding to undertake it's strategic, statutory and service provision obligations
Types and classes	Rateable land having the relevant characteristics described in the definition / characteristics.
Use and level of differential rate	The differential rate will be used to fund some of those items of expenditure described in the budget adopted by Council. The level of the differential rate is the level which Council considers is necessary to achieve the objectives specified above.
Geographic location	Wherever located within the municipal district.
Use of land	Any use permitted under the relevant Planning Scheme.
Planning Scheme zoning	The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant Planning Scheme.
Types of buildings	All buildings which are now constructed on the land or which are constructed prior to the expiry of 2021-2022.

## 2. Retirement village land

Any land which is used primarily for the purposes of a retirement village.

Objective	To ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including the: 1. Construction and maintenance of public infrastructure 2. Development and provision of health and community services 3. Provision of general support services 4. Requirement to ensure that Council has adequate funding to undertake it's strategic, statutory, and service provision obligations 5. Recognition of expenditures made by Council on behalf of the retirement village sector
Types and classes	Rateable land having the relevant characteristics described in the definition/ characteristics.
Use and level of differential rate	The differential rate will be used to fund some of those items of expenditure described in the Budget adopted by Council. The level of the differential rate is the level which Council considers is necessary to achieve the objectives specified above.
Geographic location	Wherever located within the municipal district.
Use of land	Any use permitted under the relevant Planning Scheme.
Planning Scheme zoning	The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant Planning Scheme.
Types of buildings	All buildings which are now constructed on the land or which are constructed prior to the expiry of 2021-2022.

## 3. Commercial land

Any land which is used primarily for the purposes of a commercial land including developed and vacant land.

Objective	To ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including the: 1. Construction and maintenance of public infrastructure 2. Development and provision of health and community services 3. Provision of general support services 4. Enhancement of the economic viability of the commercial and industrial sector through targeted programs and projects 5. Encouragement of employment opportunities 6. Promotion of economic development 7. Requirement to ensure that street scaping and promotional activity is complementary to the achievement of industrial and commercial objectives
Types and classes	Rateable land having the relevant characteristics described in the definition/characteristics.
Use and level of differential rate	The differential rate will be used to fund some of those items of expenditure described in the Budget adopted by Council. The level of the differential rate is the level which Council considers is necessary to achieve the objectives specified above.
Geographic location	Wherever located within the municipal district.
Use of land	Any use permitted under the relevant Planning Scheme.
Planning Scheme zoning	The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant Planning Scheme.
Types of buildings	All buildings which are now constructed on the land or which are constructed prior to the expiry of 2021-2022.

#### 4. Industrial land

Any land which is used primarily for the purposes of an industrial land including developed and vacant land.

<b>Objective</b>	To ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including the: 1. Construction and maintenance of public infrastructure 2. Development and provision of health and community services 3. Provision of general support services 4. Enhancement of the economic viability of the commercial and industrial sector through targeted programs and projects 5. Encouragement of employment opportunities 6. Promotion of economic development 7. Requirement to ensure that street scaping and promotional activity is complementary to the achievement of industrial and commercial objectives
<b>Types and classes</b>	Rateable land having the relevant characteristics described in the definition/characteristics.
<b>Use and level of differential rate</b>	The differential rate will be used to fund some of those items of expenditure described in the Budget adopted by Council. The level of the differential rate is the level which Council considers is necessary to achieve the objectives specified above
<b>Geographic location</b>	Wherever located within the municipal district.
<b>Use of land</b>	Any use permitted under the relevant Planning Scheme.
<b>Planning Scheme zoning</b>	The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant Planning Scheme.
<b>Types of buildings</b>	All buildings which are now constructed on the land or which are constructed prior to the expiry of 2021-2022.

#### 5. Vacant residential land

Any land which is zoned residential under the relevant Planning Scheme and on which there is no building that is occupied or adapted for occupation.

<b>Objective</b>	To ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including the: 1. Encouragement of development on land 2. Construction and maintenance of public infrastructure 3. Development and provision of health and community services 4. Provision of general support services 5. Requirement to ensure that Council has adequate funding to undertake it's strategic, statutory, and service provision obligations
<b>Types and classes</b>	Rateable land having the relevant characteristics described in the definition/ characteristics.
<b>Use and level of differential rate</b>	The differential rate will be used to fund some of those items of expenditure described in the Budget adopted by Council. The level of the differential rate is the level which Council considers is necessary to achieve the objectives specified above.
<b>Geographic location</b>	Wherever located within the municipal district.
<b>Use of land</b>	Any use permitted under the relevant Planning Scheme.
<b>Planning Scheme zoning</b>	The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant Planning Scheme.

## 6. Acacia Heath land

Any land in the Acacia Heath precinct (as defined in plans of subdivision 446669/70, 448786/7/8, 512750, 531862/63, 537447 and 546857/58).

Objective	To ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including the: 1. Construction and maintenance of public infrastructure 2. Development and provision of health and community services 3. Provision of general support services
Types and classes	Rateable land having the relevant characteristics described in the Recommendation and which otherwise would not be classed as derelict land.
Use and level of differential rate	The differential rate will be used to offset the costs of works associated each year with the protection and management of public open space and expanded road reserves in the subdivision, approved under Planning Permit No. 01020.  The level of the differential rate is the level which Council considers is necessary to achieve the objectives specified above.
Geographic location	Wherever located within the municipal district.
Use of land	Any use permitted under the relevant Planning Scheme.
Planning Scheme zoning	The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant Planning Scheme.
Types of buildings	All buildings which are now constructed on the land or which are constructed prior to the expiry of 2021-2022.

## 7. Farm land

Farm Land is any land which does not have the characteristics of general land or vacant sub-standard land or commercial land or industrial land; which is:

- “farm land” within the meaning of Section 2(1) of the *Valuation of Land Act 1960*

Objective	The objective of this differential rate is to ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including (but not limited to) the: 1. Construction and maintenance of infrastructure assets 2. Development and provision of health and community services 3. Provision of general support services.
Types and classes	The types and classes of rateable land within this category are those having the relevant characteristics described above.
Use and level of differential rate	The money raised by the differential rate will be used to fund some of those items of expenditure described in the Budget adopted by Council. The level of the rate for land in this category is considered to provide for an appropriate contribution to Council’s budgeted expenditure, having regard to the characteristics of the land.
Geographic location	The geographic location of the land within this category is wherever it is located within the municipal district, without reference to ward boundaries.
Use of land	The use of the land within this category is any use of land permitted under the relevant Planning Scheme.
Planning Scheme zoning	The Planning Scheme zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant Planning Scheme.
Types of buildings	The types of buildings on the land within this category are all buildings already constructed on the land or which will be constructed prior to the expiry of 2021-2022.

## 8. Derelict land

Derelict land is any land that meets one or more of the following criteria:

- The building or land is destroyed, decayed, deteriorated, or fallen into partial ruin especially through neglect or misuse. This may include but not be limited to excessive dirt; peeling paint; broken windows, elements of the facade or advertising signs; loose or broken fittings, fixtures; or faulty lighting
- The building or land constitutes a danger to health or property. This may include but not limited to:
  - The existence on the property of vermin, litter, fire or other environmental hazards
  - A partially built structure where there is no reasonable progress of the building permit
- Provides an opportunity to be used in a manner that may cause a nuisance or become detrimental to the amenity of the immediate area
- Is in such a state of repair that would prohibit its occupation
- The condition of the property or land has a potential to affect the value of other land or property in the vicinity
- There is excessive growth of grass and or noxious weeds or undergrowth
- Affects the general amenity of adjoining land or neighbourhood by the appearance of graffiti, any stored unregistered motor vehicles, machinery (or parts thereof), scrap metal, second hand timber and or building materials, waste paper, rags, bottles, soil or similar materials

Objective	To ensure that the incidence of dilapidated properties reduce in the municipality and all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including the: <ol style="list-style-type: none"> <li>1. Construction and maintenance of public infrastructure</li> <li>2. Development and provision of health and community services</li> <li>3. Provision of general support services</li> </ol>
Types and classes	Rateable land having the relevant characteristics described in the recommendation.

Use and level of differential rate	The differential rate will be used to fund some of those items of expenditure described in the Budget adopted by Council. The level of the differential rate is the level which Council considers is necessary to achieve the objectives specified above.
Geographic location	Wherever located within the municipal district.
Use of land	Any use permitted under the relevant Planning Scheme.
Planning Scheme zoning	The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant Planning Scheme.
Types of buildings	All buildings which are now constructed on the land or which are constructed prior to the expiry of 2021-2022.





## Financial Performance Indicators

The following table highlights Council's current and projected performance across a range of key financial indicators (KPI's). KPI's provide useful analysis of Council's financial position and performance and should be used in the context of the organisation's objectives.

Indicator	Note	Measure	Forecast 2020-21	Budget 2021-22	Budget 2022-23	Budget 2023-24	Budget 2024-25	Trend ↑→↓
<b>Operating position</b>								
Adjusted underlying result	1	Adjusted underlying surplus (deficit) / Adjusted underlying revenue	(1.7 %)	(0.1%)	1.6%	1.1%	1.0%	→
<b>Liquidity</b>								
Working capital	2	Current assets / current liabilities	275.2%	256.5%	196.0%	166.8%	114.6%	↓
Unrestricted cash		Unrestricted cash/ current liabilities	167.8%	140.2%	92.3%	71.8%	44.4%	↓
<b>Obligations</b>								
Loans and borrowings	3	Interest bearing loans and borrowings / rate revenue	22.3%	24.2%	25.8%	27.6%	25.4%	↑
Loans and borrowings		Interest and principal repayments on interest bearing loans and borrowings / rate revenue	1.4%	1.8%	2.1%	2.4%	2.6%	↑
Indebtedness		Non-current liabilities / own source revenue	20.5%	19.5%	20.1%	21.2%	11.3%	↓
Asset renewal	4	Asset renewal expenses / depreciation	74.2%	75.1%	78.4%	70.9%	68.6%	↓
<b>Stability</b>								
Rates concentration	5	Rate revenue / adjusted underlying revenue	75.1%	69.8%	69.0%	69.2%	69.2%	↓
Rates effort		Rate revenue / CIV of rateable properties in the municipality	0.3%	0.3%	0.3%	0.3%	0.3%	→
<b>Efficiency</b>								
Expenditure level		Total expenses / no. of property assessments	\$2,777	\$3,026	\$3,074	\$3,156	\$3,236	↑
Revenue level		Residential rate revenue / No. of residential property assessments	\$1,617	\$1,651	\$1,680	\$1,713	\$1,747	↑
Workforce turnover		No. of permanent staff resignations & terminations / average no. of permanent staff for the financial year	10.20%	10.50%	10.60%	10.70%	10.90%	→

- Adjusted underlying result** – An indicator of the sustainable operating result required to enable Council to continue to provide core services and meet its objectives. Financial performance expected to decline over the period which means a higher reliance on Council's cash reserves or increased debt to maintain services.
- Working capital** – The proportion of current liabilities represented by current assets. Working capital is forecast to increase over the five year period, however will run down once funding the Council Plan strategic priorities are determined.
- Debt compared to rates** – Trend indicates Council's reducing reliance on debt against its annual rate revenue through redemption of long term debt.
- Asset renewal** – This percentage indicates the extent of Council's renewals against its depreciation charge (an indication of the decline in value of its existing capital assets). A percentage greater than 100 indicates Council is maintaining its existing assets, while a percentage less than 100 means its assets are deteriorating faster than they are being renewed and future capital expenditure will be required to renew assets.
- Rates concentration** – Reflects extent of reliance on rate revenues to fund all of Council's on-going services. Trend indicates Council will gradually become more reliant on rate revenue compared to all other revenue source

## Sustainable capacity indicators

The following table highlights Council's current and projected performance across a range of sustainable capacity indicators. These indicators provide information that highlight our capacity to meet the needs to our communities and monitor foreseeable changes into the future.

Indicator	Note	Measure	Forecast 2020-21	Budget 2021-22	Budget 2022-23	Budget 2023-24	Budget 2024-25	Trend ↑→↓
Own-source revenue								
Own-source revenue per head of municipal population		Own-source revenue / Municipal population	\$1,066	\$1,198	\$1,228	\$1,242	\$1,261	↑
Recurrent grants								
Recurrent grants per head of municipal population		Recurrent grants / Municipal population	\$143	\$130	\$129	\$129	\$129	→
Population								
Expenses per head of municipal population		Total expenses / Municipal population	\$1,240	\$1,336	\$1,342	\$1,363	\$1,381	↑
Infrastructure per head of municipal population		Value of infrastructure / Municipal population	\$6,366	\$6,437	\$6,614	\$6,669	\$6,652	↑
Populations density per length of road		Population/ Kilometre of local roads						





# Appendix

## Appendix A - Fees and Charges

Name of fee or charge	Unit of measure description	Fee or charge set by	Current price per unit inc GST (\$)	Price per unit inc GST from July 1 2021 (\$)
<b>Waste and Recycling Services</b>				
<b>Frankston Regional Recycling and Recovery</b>				
Christmas Tree	PER ITEM	Council	6.00	6.30
Concrete/Bricks per cubic metre	PER ITEM	Council	69.00	72.45
Green Waste per cubic metre	PER ITEM	Council	40.00	42.00
Hard Waste per cubic metre Non Resident	PER ITEM	Council	95.00	123.50
Hard Waste per cubic metre Resident	PER ITEM	Council	83.00	97.95
Mattresses	PER ITEM	Council	27.00	28.35
Soil per cubic meter	PER ITEM	Council	-	124.20
Tractor	PER ITEM	Council	110.00	115.50
Tyre Large Truck	PER ITEM	Council	28.00	29.40
Tyre Light Truck	PER ITEM	Council	17.00	17.85
Tyre Light Truck with rim	PER ITEM	Council	22.00	23.10
Tyres Car	PER ITEM	Council	11.00	11.55
Tyres Car with rim	PER ITEM	Council	17.00	17.85

Name of fee or charge	Unit of measure description	Fee or charge set by	Current price per unit inc GST (\$)	Price per unit inc GST from July 1 2021 (\$)
<b>Financial and Corporate Planning</b>				
<b>Revenue</b>				
Dishonour Fee	PER ACT	Council	15.00	15.00
Land Information Certificate (standard 5 days)	PER CERT	Statutory	27.00	27.00
Urgent Land Information Certificate (24 hours)	PER CERT	Council	80.80	80.80

Name of fee or charge	Unit of measure description	Fee or charge set by	Current price per unit inc GST (\$)	Price per unit inc GST from July 1 2021 (\$)
<b>Governance and Information</b>				
<b>Governance</b>				
A3 Copy - Black & White	PER COPY	Council	0.40	0.40
A3 Copy - Colour	PER COPY	Council	0.80	0.80
A4 Copy - Black & White	PER COPY	Statutory	0.20	0.20
A4 Copy - Colour	PER COPY	Council	0.40	0.40

Name of fee or charge	Unit of measure description	Fee or charge set by	Current price per unit inc GST (\$)	Price per unit inc GST from July 1 2021 (\$)
Freedom of Information Application Fee	PER APPL	Statutory	29.60	29.60
Freedom of Information Inspection Fee	PER HOUR	Statutory	22.20	22.20
Freedom of Information Search Fee	PER HOUR	Statutory	22.20	22.20

Name of fee or charge	Unit of measure description	Fee or charge set by	Current price per unit inc GST (\$)	Price per unit inc GST from July 1 2021 (\$)
<b>Commercial Services</b>				
<b>Property, leases and licences</b>				
Boat Shed/Bathing Box	ANNUALCH	Council	920.00	940.00
New Licence (Boat Shed/Bathing Box)	PER ACT	Council	540.00	540.00

Name of fee or charge	Unit of measure description	Fee or charge set by	Current price per unit inc GST (\$)	Price per unit inc GST from July 1 2021 (\$)
<b>Engaged Communities</b>				
<b>Public and Community Halls</b>				
Bruce Park - Block Hire - 3.00pm - 12.00am	PER BOOK	Council	320.00	320.00
Bruce Park - Block Hire Commercial - 3.00pm - 12.00am	PER BOOK	Council	550.00	550.00
Bruce Park - Hourly Hire - Casual - Commercial	PER HOUR	Council	50.00	50.00
Bruce Park - Hourly Hire - Casual - Community	PER HOUR	Council	33.00	33.00
Bruce Park - Hourly Hire - Permanent - Commercial	PER HOUR	Council	35.00	35.00
Bruce Park - Hourly Hire - Permanent - Community	PER HOUR	Council	22.00	22.00
Bruce Park - Hourly Hire - Senior Rate	PER HOUR	Council	8.00	8.00
Bruce Park - Liquor surcharge	PER BOOK	Council	80.00	80.00
Cleaning Surcharge - Public holiday	PER BOOK	Council	35.00	35.00
Hall Weekend Surcharge - Casual Hire	PER BOOK	Council	50.00	50.00
Langwarrin Hall - Block Hire - Senior rates	PER BKNG	Council	550.00	550.00



## Item 12.13 Attachment K: 2021-2025 Council Plan and Budget

Name of fee or charge	Unit of measure description	Fee or charge set by	Current price per unit inc GST (\$)	Price per unit inc GST from July 1 2021 (\$)	Name of fee or charge	Unit of measure description	Fee or charge set by	Current price per unit inc GST (\$)	Price per unit inc GST from July 1 2021 (\$)
Langwarrin Hall - Block hire 3.00pm - 1.00am	PER BOOK	Council	320.00	320.00	Mechanics - Meeting Room - Hourly Hire - Casual - Community	PER HOUR	Council	33.00	33.00
Langwarrin Hall - Hourly hire - Casual - Commercial	PER HOUR	Council	50.00	50.00	Mechanics - Meeting Room - Liquor Surcharge	PER BOOK	Council	120.00	120.00
Langwarrin Hall - Hourly Hire - Casual - Community	PER HOUR	Council	33.00	33.00	Rubbish Removal Charge (Penalty after Hire - Major)	PER BOOK	Council	180.00	180.00
Langwarrin Hall - Hourly hire - Permanent - Commercial	PER HOUR	Council	35.00	35.00	Rubbish Removal Charge (Penalty after Hire - Minor)	PER BOOK	Council	180.00	180.00
Langwarrin Hall - Hourly Hire - Permanent - Community	PER HOUR	Council	22.00	22.00	Seaford Hall - Hourly Hire - Senior rates	PER HOUR	Council	8.00	8.00
Langwarrin Hall - Hourly Hire - Seniors Rate	PER HOUR	Council	8.00	8.00	Seaford Hall - Liquor surcharge	PER BOOK	Council	120.00	120.00
Langwarrin Hall - Liquor surcharge	PER BOOK	Council	80.00	80.00	Seaford Hall - Main Hall - Block Hire - Commercial 3.00pm - 1.00am	PER BKNG	Council	700.00	700.00
Leawarra House - Hourly Hire - Casual - Commercial	PER HOUR	Council	50.00	50.00	Seaford Hall - Main Hall - Block hire 3.00pm - 1.00am	PER BOOK	Council	400.00	400.00
Leawarra House - Hourly Hire - Casual - Community	PER HOUR	Council	33.00	33.00	Seaford Hall - Main Hall - Hourly Hire - Casual - Commercial	PER HOUR	Council	60.00	60.00
Leawarra House - Hourly Hire - Permanent - Commercial	PER HOUR	Council	35.00	35.00	Seaford Hall - Main Hall - Hourly Hire - Casual - Community	PER HOUR	Council	40.00	40.00
Leawarra House - Hourly Hire - Permanent - Community	PER HOUR	Council	22.00	22.00	Seaford Hall - Main Hall - Hourly Hire - Permanent - Commercial	PER HOUR	Council	40.00	40.00
Leawarra House - Hourly Hire - Senior Rate	PER HOUR	Council	8.00	8.00	Seaford Hall - Main Hall - Hourly Hire - Permanent - Community	PER HOUR	Council	26.00	26.00
Leawarra House - Liquor Surcharge	PER BOOK	Council	80.00	80.00	Seaford Hall - Meeting Room - Hourly Hire - Casual - Commercial	PER HOUR	Council	50.00	50.00
Mechanics - Main Hall - Hourly Hire - Commercial	PER HOUR	Council	60.00	60.00	Seaford Hall - Meeting Room - Hourly Hire - Casual - Community	PER HOUR	Council	33.00	33.00
Mechanics - Main Hall - Hourly Hire - Community	PER HOUR	Council	40.00	40.00	Seaford Hall - Meeting Room - Hourly Hire - Permanent - Commercial	PER HOUR	Council	35.00	35.00
Mechanics - Main Hall - Liquor Surcharge	PER BOOK	Council	120.00	120.00	Seaford Hall - Meeting Room - Hourly Hire - Permanent - Community	PER HOUR	Council	22.00	22.00
Mechanics - Main Hall Block Hire - Commercial 3.00pm - 12.00am	PER BOOK	Council	700.00	700.00	Seaford Hall - Meeting Room - Liquor surcharge	PER BOOK	Council	80.00	80.00
Mechanics - Main Hall Block Hire - Community 3.00pm - 12.00am	PER BOOK	Council	400.00	400.00	Seaford Hall - Meeting Room - Senior Rates	PER HOUR	Council	8.00	8.00
Mechanics - Main Hall Weekend Hire - Commercial (3.00pm Friday to 5.00pm Sunday)	PER BOOK	Council	2,500.00	2,500.00	Talbot Hall - Hourly Hire - Casual - Commercial	PER HOUR	Council	50.00	50.00
Mechanics - Main Hall Weekend Hire - Community (3.00pm Friday to 5.00pm Sunday)	PER BOOK	Council	1,500.00	1,500.00	Talbot Hall - Hourly Hire - Casual - Community	PER HOUR	Council	33.00	33.00
Mechanics - Meeting Room - Hourly Hire - Casual - Commercial	PER HOUR	Council	50.00	50.00					

## Item 12.13 Attachment K: 2021-2025 Council Plan and Budget

Name of fee or charge	Unit of measure description	Fee or charge set by	Current price per unit inc GST (\$)	Price per unit inc GST from July 1 2021 (\$)
Talbot Hall - Hourly Hire - Permanent - Commercial	PER HOUR	Council	35.00	35.00
Talbot Hall - Hourly Hire - Permanent - Community	PER HOUR	Council	22.00	22.00
Talbot Hall - Hourly Hire - Senior Rate	PER HOUR	Council	8.00	8.00
Talbot Hall - Liquor Surcharge	PER BOOK	Council	80.00	80.00

Name of fee or charge	Unit of measure description	Fee or charge set by	Current price per unit inc GST (\$)	Price per unit inc GST from July 1 2021 (\$)
<b>Operations</b>				
<b>Parks and Vegetation Management</b>				
Park Crossing Permit - Commercial Fee	PER APPL	Council	-	200.00
Park Crossing Permit - Residential Fee	PER APPL	Council	-	100.00
<b>Turf</b>				
CAA - Minor event fees - Bond	PER BKNG	Council	1,050.00	1,060.00
CAA - Minor event fees - Half day	PER HALF	Council	109.00	110.00
CAA - Minor event fees - Full day	PER DAY	Council	180.00	185.00
Carrum Downs Synthetic Field - All Users - Change Rooms (Mon-Fri)	PER SESS	Council	125.85	126.00
Carrum Downs Synthetic Field - All Users - Change Rooms (Sat-Sun)	PER SESS	Council	188.76	189.00
Carrum Downs Synthetic Field - All Users - Sports Lighting - Match	PER HOUR	Council	30.00	30.00
Carrum Downs Synthetic Field - All Users - Sports Lighting - Training	PER HOUR	Council	25.00	25.00
Carrum Downs Synthetic Field - Local Sports Clubs and Schools - Full Oval/Ground	PER HOUR	Council	93.50	94.00
Carrum Downs Synthetic Field - Local Sports Clubs and Schools - Full Oval/Ground	PER DAY	Council	484.60	484.60
Carrum Downs Synthetic Field - Local Sports Clubs and Schools - Full Pitch	PER DAY	Council	444.60	445.00
Carrum Downs Synthetic Field - Local Sports Clubs and Schools - Full Pitch	PER HOUR	Council	85.80	86.00

Name of fee or charge	Unit of measure description	Fee or charge set by	Current price per unit inc GST (\$)	Price per unit inc GST from July 1 2021 (\$)
Carrum Downs Synthetic Field - Local Sports Clubs and Schools - Half Pitch	PER DAY	Council	228.85	229.00
Carrum Downs Synthetic Field - Local Sports Clubs and Schools - Half Pitch	PER HOUR	Council	46.55	47.00
Carrum Downs Synthetic Field - Non-Local Sports Clubs and Schools - Full Oval/Ground	PER HOUR	Council	140.90	141.00
Carrum Downs Synthetic Field - Non-Local Sports Clubs and Schools - Full Oval/Ground	PER DAY	Council	539.55	540.00
Carrum Downs Synthetic Field - Non-Local Sports Clubs and Schools - Full Pitch	PER DAY	Council	495.00	495.00
Carrum Downs Synthetic Field - Non-Local Sports Clubs and Schools - Full Pitch	PER HOUR	Council	129.30	130.00
Carrum Downs Synthetic Field - Non-Local Sports Clubs and Schools - Full Pitch	PER DAY	Council	288.35	289.00
Carrum Downs Synthetic Field - Non-Local Sports Clubs and Schools - Half Pitch	PER HOUR	Council	68.40	69.00
Carrum Downs Synthetic Field - Private & Commercial Groups - Full Oval/Ground	PER HOUR	Council	195.05	195.00
Carrum Downs Synthetic Field - Private & Commercial Groups - Full Oval/Ground	PER DAY	Council	565.55	565.00
Carrum Downs Synthetic Field - Private & Commercial Groups - Full Pitch	PER HOUR	Council	178.90	179.00
Carrum Downs Synthetic Field - Private & Commercial Groups - Full Pitch	PER DAY	Council	518.85	520.00
Carrum Downs Synthetic Field - Private & Commercial Groups - Half Pitch	PER HOUR	Council	85.30	85.00
Carrum Downs Synthetic Field - Private & Commercial Groups - Half Pitch	PER DAY	Council	383.10	383.00

## Item 12.13 Attachment K: 2021-2025 Council Plan and Budget

Name of fee or charge	Unit of measure description	Fee or charge set by	Current price per unit inc GST (\$)	Price per unit inc GST from July 1 2021 (\$)	Name of fee or charge	Unit of measure description	Fee or charge set by	Current price per unit inc GST (\$)	Price per unit inc GST from July 1 2021 (\$)
Commercial Fitness Provider - Passive Open Space - Registration Fee	PER ANN	Council	-	25.00	18 holes - Weekend Junior	18 HOLES	Council	25.50	26.50
Sports Ground Fees - Commercial Bond if required	PER FUNC	Council	1,100.00	1,110.00	9 holes - Weekend Junior	9 HOLES	Council	22.00	23.00
Sports Ground Fees - Commercial Fees	PER HOUR	Council	112.00	122.00	Off Peak - Unlimited Golf	PER ADMI	Council	19.00	19.50
Sports Ground Fees - Commercial Full Day	PER DAY	Council	840.00	862.00	Season Tickets - Adult (play Saturday or Sunday)	SEASON T	Council	1,175.00	1,215.00
Sports Ground Fees - Commercial Half Day	PER HALF	Council	410.00	420.00	Season Tickets - Pensioner (Weekdays)	SEASON T	Council	780.00	800.00
Sports Ground Fees - Community Group outside FCC	PER HOUR	Council	-	90.00	Season Tickets - Junior/Student	SEASON T	Council	400.00	415.00
Sports Ground Fees - Community Group outside FCC Bond if required	PER FUNC	Council	1,100.00	1,110.00	Season Tickets - Senior Resident	SEASON T	Council	875.00	900.00
Sports Ground Fees - Community Group outside FCC Full Day	PER DAY	Council	287.00	287.00	Season Tickets - Resident Midweek	SEASON T	Council	-	1,000.00
Sports Ground Fees - Community Group outside FCC Half Day	PER HALF	Council	175.00	175.00					
Sports Ground Fees - FCC Community Groups	PER HOUR	Council	-	43.00					
Sports Ground Fees - FCC Community Groups Full Day	PER BKNG	Council	-	177.50					
Sports Ground Fees - FCC Community Groups Half Day	PER BKNG	Council	-	91.00					
Sports Ground Fees - FCC Schools	PER HOUR	Council	43.00	43.00					
Sports Ground Fees - FCC Schools Full Day 9-3	PER BKNG	Council	180.00	182.00					
Sports Ground Fees - FCC Schools Half Day 9-12 / 12-3	PER BKNG	Council	109.00	111.00					
Sports Ground Fees - Outside FCC Schools	PER HOUR	Council	-	90.00					
Sports Ground Fees - Outside FCC Schools Full Day 9-3	PER BKNG	Council	-	285.00					
Sports Ground Fees - Outside FCC Schools Half Day 9-12 / 12-3	PER BKNG	Council	-	175.00					
Centenary Park Golf Course									
18 holes - Mid Week	18 HOLES	Council	30.00	31.00					
9 holes - Mid Week	9 HOLES	Council	24.50	25.00					
18 holes - Mid Week Concession	18 HOLES	Council	24.50	25.00					
9 holes - Mid Week Concession	18 HOLES	Council	20.00	21.00					
18 holes - Weekend	18 HOLES	Council	36.00	38.00					
9 holes - Weekend	9 HOLES	Council	26.50	27.50					

Name of fee or charge	Unit of measure description	Fee or charge set by	Current price per unit inc GST (\$)	Price per unit inc GST from July 1 2021 (\$)
<b>Engineering Services</b>				
<b>Engineering Developments</b>				
Drainage Tappings (Roads & Easements)	PER APPL	Council	245.00	255.00
Flood Plain Building Approval	PER APPL	Council	95.00	100.00
Building Over Easements	PER APPL	Council	6.00	6.00
Occupation of Council Land Fees - within FMAC (per m2 per week)	PER SITE	Council	4.00	4.00
Occupation of Council Land Fees - outside FMAC (per m2 per week)	PER SITE	Council	60.00	63.00
Occupation of Road - Other - Application	PER APPL	Council	120.00	126.00
Occupation of Road - Other - Location	PER SITE	Council	100.00	105.00
Hoarding/Fencing & Awnings	PER APPL	Council	60.00	63.00
Mobile Crane/Travel Tower - Under 10 Tonne	PER APPL	Council	120.00	126.00
Mobile Crane/Travel Tower - Over 10 Tonne	PER APPL	Council	153.00	160.00
RMA Fees - VC, Nature strips, Road Openings	PER APPL	Statutory	240.00	255.00
Asset Protection Permit	PER APPL	Council	144.70	152.00
Legal Point Of Discharge	PER APPL	Statutory	-	350.00
Development Plan - Small (up to four residential units)	PER APPL	Council	-	800.00
Development Plan - Large (including industrial/commercials)	PER APPL	Council	245.00	255.00

## Item 12.13 Attachment K: 2021-2025 Council Plan and Budget

Name of fee or charge	Unit of measure description	Fee or charge set by	Current price per unit inc GST (\$)	Price per unit inc GST from July 1 2021 (\$)
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## Traffic and Transport

Dispensation Corner Fencing	PER APPL	Council	137	145
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Name of fee or charge	Unit of measure description	Fee or charge set by	Current price per unit inc GST (\$)	Price per unit inc GST from July 1 2021 (\$)
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## Community Strengthening

## Community Development

Ebdale Community Hub: Community Groups Community Room Hire - per hour	PER HOUR	Council	32.00	32.00
Ebdale Community Hub: Community Groups Room Hire - Full Day	PER BKNG	Council	90.00	90.00
Ebdale Community Hub: Community Groups Room Hire -Half Day	PER HALF	Council	65.00	65.00
Ebdale Community Hub: Corporate Community Room Hire - per hour	PER HOUR	Council	-	50.00
Ebdale Community Hub: Corporate Group Meeting Room Hire	PER HALF	Council	105.00	105.00
Ebdale Community Hub: Corporate Group Meeting Room Hire - Full Day	PER BKNG	Council	160.00	160.00
Frankston North Community Centre Community Hall Hire	PER HOUR	Council	-	34.00
Frankston North Community Centre Community Hall Hire - Full Day	PER DAY	Council	-	90.00
Frankston North Community Centre Community Hire - Annex	PER HOUR	Council	25.00	25.00
Frankston North Community Centre Community Hire - Meeting Room	PER HOUR	Council	30.00	30.00
Frankston North Community Centre Community Hire - Meeting Room	PER HOUR	Council	25.00	25.00
Frankston North Community Centre Community Hire Hall - Half Day	PER HALF	Council	30.00	35.00
Frankston North Community Centre Community Hire Hall - Half Day	PER HALF	Council	-	65.00
Frankston North Community Centre Community Kitchen Annex	PER HOUR	Council	30.00	30.00
Frankston North Community Centre Corporate Hire - Meeting Room	PER BKNG	Council	-	35.00
Frankston North Community Centre Corporate Hall Hire	PER HOUR	Council	40.00	40.00

Name of fee or charge	Unit of measure description	Fee or charge set by	Current price per unit inc GST (\$)	Price per unit inc GST from July 1 2021 (\$)
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Frankston North Community Centre Corporate Hire - Annex	PER HOUR	Council	30.00	30.00
Frankston North Community Centre Corporate Hire Hall - Full Day	PER DAY	Council	-	160.00
Frankston North Community Centre Corporate Kitchen Annex	PER HOUR	Council	-	42.00
Frankston North Community Centre Integrated Services Hub Community Small Office	PER HOUR	Council	90.00	12.00
Frankston North Community Centre Integrated Services Hub Corporate Small Office	PER HOUR	Council	12.00	20.00

## Frankston South Community and Recreation Centre

FSCRC Energise Room Hire Commercial	PER HOUR	Council	30.00	30.00
FSCRC Energise Room Hire Community	PER HOUR	Council	25.00	25.00
FSCRC Meeting Room 1 Hire Commercial	PER HOUR	Council	36.00	36.00
FSCRC Meeting Room 1 Hire Community	PER HOUR	Council	32.00	32.00
FSCRC Relaxation Room Hire Commercial	PER HOUR	Council	25.00	25.00
FSCRC Relaxation Room Hire Community	PER HOUR	Council	23.00	23.00
FSCRC Stadium Hire Commercial	PER HOUR	Council	40.00	40.00
FSCRC Stadium Hire Community	PER HOUR	Council	34.00	34.00
FSCRC Energise Room Hire Commercial	PER HOUR	Council	30.00	30.00
FSCRC Energise Room Hire Community	PER HOUR	Council	25.00	25.00
FSCRC Meeting Room 1 Hire Commercial	PER HOUR	Council	36.00	36.00
FSCRC Meeting Room 1 Hire Community	PER HOUR	Council	32.00	32.00
FSCRC Relaxation Room Hire Commercial	PER HOUR	Council	25.00	25.00
FSCRC Relaxation Room Hire Community	PER HOUR	Council	23.00	23.00
FSCRC Stadium Hire Commercial	PER HOUR	Council	40.00	40.00
FSCRC Stadium Hire Community	PER HOUR	Council	34.00	34.00

## Item 12.13 Attachment K: 2021-2025 Council Plan and Budget

Name of fee or charge	Unit of measure description	Fee or charge set by	Current price per unit inc GST (\$)	Price per unit inc GST from July 1 2021 (\$)
<b>Family Health Support Services</b>				
<b>Home Personal and Respite Care</b>				
HACC - Home Care Fees & Charges (average)	PER HOUR	Council	7.50	7.50
CHSP - Home Care Fees & Charges (average)	PER HOUR	Council	7.50	7.50
HACC - Personal Care Fees & Charges (average)	PER HOUR	Council	5.70	5.70
CHSP - Personal Care Fees & Charges (average)	PER HOUR	Council	5.70	5.70
HACC - Respite Care Fees & Charges (average)	PER HOUR	Council	3.80	3.80
CHSP - Respite Care Fees & Charges (average)	PER HOUR	Council	7.50	7.50
<b>Home Maintenance</b>				
HACC - Home Maintenance Fees (average)	PER HOUR	Council	12.80	12.80
CHSP - Home Maintenance Fees (average)	PER HOUR	Council	12.80	12.80
CHSP - Home Modification Fees (average)	PER HOUR	Council	12.80	12.80
<b>Planning &amp; Positive Ageing</b>				
Social Inclusion Program - Pot Luck	PER ACT	Council	4.00	4.00
<b>Meals on wheels</b>				
HACC - Meals on Wheels Fees (average)	PER MEAL	Council	7.70	7.70
CHSP - Meals on Wheels Fees (average)	PER MEAL	Council	7.70	7.70
<b>PAG/Community Transport</b>				
HACC - PAG Fees & Charges (average)	PER HOUR	Council	3.10	3.10
CHSP - PAG Fees & Charges (average)	PER HOUR	Council	3.10	3.10
<b>Playgroup Development</b>				
Play Group Venue Fees - Half Day - Community Play Groups	PER SESS	Council	-	12.50
Play Group Venue Fees - Half Day - Supported Playgroups	PER SESS	Council	-	25.00
<b>Kindergarten Registration</b>				
Pre-school Fees	PER APPL	Council	28.00	30.00
<b>Mahogany Rise Child and Family Centre</b>				
Mahogany Rise Child Care Daily Fee	PER DAY	Council	112.00	112.00

Name of fee or charge	Unit of measure description	Fee or charge set by	Current price per unit inc GST (\$)	Price per unit inc GST from July 1 2021 (\$)
<b>Community Buses</b>				
Fees for Bus	PER DAY	Council	137.20	137.20

Name of fee or charge	Unit of measure description	Fee or charge set by	Current price per unit inc GST (\$)	Price per unit inc GST from July 1 2021 (\$)
<b>Arts and Culture</b>				
<b>Events</b>				
City Centre - Commercial Filming/Photography - per hour (up to 8 hours)	PER HOUR	Council	85.00	44.00
City Centre - Commercial Events, Filming/Photography - per day	PER PERM	Council	650.00	325.00
City Centre - Commercial Events, Filming/Photography - per week	PER PERM	Council	3,990.00	1,940.00
City Centre - Community Events, Filming/Photography - per day	PER DAY	Council	162.50	162.50
City Centre - Community Events, filming/Photography - per week	PER WEEK	Council	970.00	970.00
City Centre - Community Filming/Photography - per hour	PER HOUR	Council	22.00	22.00
FME - Application Fee - Commercial Event	PER SITE	Council	-	105.00
FME - Application Fee - Community Event	PER SITE	Council	-	50.00
FME - Application Fee - Filming/Photography	PER SITE	Council	-	50.00
FME - City Centre - Event or Filming Application (Per Month) - Commercial	PER SITE	Council	-	4,850.00
FME - City Centre - Event or Filming Application (Per Month) - Community	PER SITE	Council	-	2,425.00
FME - Frankston Waterfront - Event or Filming Application (Per Month) - Commercial	PER SITE	Council	-	7,419.50
FME - Frankston Waterfront - Event or Filming Application (Per Month) - Community	PER SITE	Council	-	3,709.75
FME - Parks, Beaches, Reserves - Event or Filming Application (Per Month) - Commercial	PER SITE	Council	-	2,220.00



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Name of fee or charge	Unit of measure description	Fee or charge set by	Current price per unit inc GST (\$)	Price per unit inc GST from July 1 2021 (\$)	Name of fee or charge	Unit of measure description	Fee or charge set by	Current price per unit inc GST (\$)	Price per unit inc GST from July 1 2021 (\$)
FME - Parks, Beaches, Reserves - Event or Filming Application (Per Month) - Community	PER SITE	Council	-	1,110.00	Parks, Beaches and Reserves - Commercial Events, Filming/Photography - per day	PER PERM	Council	300.00	150.00
Frankston Waterfront (grassed area) - Commercial Filming/Photography - per hour (up to 8 hours)	PER HOUR	Council	125.00	63.00	Parks, Beaches and Reserves - Commercial Events, Filming/Photography - per week	PER PERM	Council	1,700.00	888.00
Frankston Waterfront (grassed area) - Commercial Events, Filming/Photography - per day	PER PERM	Council	1,000.00	500.00	Parks, Beaches and Reserves - Commercial Filming/Photography - per hour (up to 8 hours)	PER HOUR	Council	40.00	20.00
Frankston Waterfront (grassed area) - Commercial Events, Filming/Photography - per week	PER PERM	Council	5,680.00	2,968.00	Parks, Beaches and Reserves - Community Events, Filming/Photography - per day	PER DAY	Council	75.00	75.00
Frankston Waterfront (grassed area) - Community Events, Filming/Photography - per day	PER DAY	Council	250.00	250.00	Parks, Beaches and Reserves - Community Events, Filming/Photography - per week	PER WEEK	Council	444.00	444.00
Frankston Waterfront (grassed area) - Community Events, Filming/Photography - per week	PER WEEK	Council	1,483.90	1,483.90	Parks, Beaches and Reserves - Community Filming/Photography - per hour	PER HOUR	Council	10.00	10.00
Frankston Waterfront (grassed area) - Community Filming/Photography - per hour	PER HOUR	Council	31.50	31.50	Party in the Park - Beverage and Snack 3m x 3m Site	PER SITE	Council	110.00	110.00
Frankston's Christmas Festival of Lights - Beverage and Snack Stall 3m x 3m Site	PER SITE	Council	410.00	410.00	Party in the Park - Beverage and Snack 6m x 3m Site	PER SITE	Council	220.00	220.00
Frankston's Christmas Festival of Lights - Beverage and Snack Stall 6m x 3m Site	PER SITE	Council	620.00	620.00	Party in the Park - Commercial Business 3m x 3m Site	PER SITE	Council	110.00	110.00
Frankston's Christmas Festival of Lights - Commercial Exhibitor 3m x 3m	PER SITE	Council	-	500.00	Party in the Park - Commercial Business 6m x 3m Site	PER SITE	Council	220.00	160.00
Frankston's Christmas Festival of Lights - Commercial Exhibitor 6m x 3m	PER SITE	Council	-	700.00	Party in the Park - Market Stall 3m x 3m Site	PER SITE	Council	70.00	70.00
Frankston's Christmas Festival of Lights - Food Stall 3m x 3m Site	PER SITE	Council	590.00	590.00	Party in the Park - Market Stall 6m x 3m Site	PER SITE	Council	100.00	100.00
Frankston's Christmas Festival of Lights - Food Stall 6m x 3m Site	PER SITE	Council	920.00	920.00	Pets' Day Out - Beverage and Snack Stall 3m x 3m Site	PER SITE	Council	215.00	215.00
Frankston's Christmas Festival of Lights - Food Stall 9m x 3m Site	PER SITE	Council	1,080.00	1,080.00	Pets' Day Out - Beverage and Snack Stall 6m x 3m Site	PER SITE	Council	280.00	280.00
Frankston's Christmas Festival of Lights - Food Trolley	PER SITE	Council	-	350.00	Pets' Day Out - Commercial Stallholder 3m x 3m Site	PER SITE	Council	140.00	180.00
					Pets' Day Out - Commercial Stallholder 6m x 3m Site	PER SITE	Council	190.00	230.00
					Pets' Day Out - Food Stall 3m x 3m Site	PER SITE	Council	270.00	270.00
					Pets' Day Out - Food Stall 6m x 3m Site	PER SITE	Council	355.00	355.00



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Pets' Day Out - Food Stall 9m x 3m Site	PER SITE	Council	475.00	475.00	The Waterfront Festival - Food Trolley	PER SITE	Council	-	400.00
Pets' Day Out - Market Stall 3m x 3m Site	PER SITE	Council	140.00	100.00	The Waterfront Festival - Licenced Beverage Stall 3m x 3m site	PER SITE	Council	1,410.00	1,410.00
Pets' Day Out - Market Stall 6m x 3m Site	PER SITE	Council	190.00	150.00	<b>Arts Operations</b>				
Pets' Day Out - Not For Profit Stall 3m x 3m Site	PER SITE	Council	50.00	50.00	Cube 37 - Venue Hire - Additional Performance Hours	PER HOUR	Council	185.00	185.00
Pets' Day Out - Not For Profit Stall 6m x 3m Site	PER SLID	Council	60.00	60.00	Cube 37 - Venue Hire - Labs	PER HOUR	Council	37.50	37.50
The Mayor's Family Picnic - Beverage & Snack Stall 3m x 3m Site	PER SITE	Council	-	110.00	Cube 37 - Venue Hire - Labs	PER DAY	Council	165.00	165.00
The Mayor's Family Picnic - Beverage & Snack Stall 6m x 3m Site	PER SITE	Council	-	220.00	Cube 37 - Venue Hire - Main Studios	PER BKNG	Council	285.00	285.00
The Mayor's Family Picnic - Commercial Market Stall 3m x 3m Site	PER SITE	Council	120.00	110.00	Cube 37 - Venue Hire - Main Studios	PER HOUR	Council	62.50	62.50
The Mayor's Family Picnic - Commercial Market Stall 3m x 6m Site	PER SITE	Council	190.00	190.00	Cube 37 - Venue Hire - Studio - Per Hour (Rehearsal)	PER HOUR	Council	70.00	70.00
The Mayor's Family Picnic - Community Market Stall 3m x 3m Site	PER SITE	Council	50.00	50.00	Cube 37 - Venue Hire - Studio (5hr Performance)	PER BKNG	Council	890.00	890.00
The Mayor's Family Picnic - Market Stall 6m x 3m Site	PER SITE	Council	100.00	100.00	Cube 37 - Venue Hire - Studio (5hr Rehearsal)	PER BKNG	Council	310.00	310.00
The Waterfront Festival - Beverage and Snack Stall 3m x 3m site	PER SITE	Council	410.00	500.00	Fees Recovery - Casual Labour FOH	PER HOUR	Council	60.00	60.00
The Waterfront Festival - Beverage and Snack Stall 6m x 3m site	PER SITE	Council	620.00	710.00	Fees Recovery - Casual Labour Technical	PER HOUR	Council	67.50	67.50
The Waterfront Festival - Commercial Exhibitor 3m x 3m Site	PER SITE	Council	-	1,000.00	Fees Recovery - Permanent Labour Technical	PER HOUR	Council	67.50	67.50
The Waterfront Festival - Commercial Exhibitor 6m x 3m Site	PER SITE	Council	-	1,500.00	Theatre Rental - Additional Performance Hours	PER HOUR	Council	395.00	395.00
The Waterfront Festival - Food Stall 3m x 3m Site	PER SITE	Council	590.00	790.00	Theatre Rental - Per hour (Rehearsal)	PER HOUR	Council	195.00	195.00
The Waterfront Festival - Food Stall 6m x 3m Site	PER SITE	Council	920.00	1,120.00	Theatre Rental - Standard Rate (5hr Performance)	PER BOOK	Council	2,250.00	2,250.00
The Waterfront Festival - Food Stall 9m x 3m Site	PER SITE	Council	1,620.00	1,620.00	Theatre Rental - Standard Theatre Rental (5hr Rehearsal)	PER BKNG	Council	1,255.00	1,255.00
					<b>Ticketing</b>				
					Postage Fee	PERENVEL	Council	4.00	4.00
					Reprint of ticket at Box Office	PERTICKE	Council	1.00	1.00
					Web Fee	PERTICKE	Council	1.50	1.50
					<b>Arts and Culture Management</b>				
					Frankston Arts Centre Car Parking - Casual - -1 hour	PER PERM	Council	2.00	2.00
					Frankston Arts Centre Car Parking - Casual 1.- - 2.- hours	PER PERM	Council	4.00	4.00
					Frankston Arts Centre Car Parking - Casual 2.- - 4.- hours	PER PERM	Council	6.50	6.50

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Frankston Arts Centre Car Parking - Casual 4.- - 7.- hours	PER PERM	Council	7.00	7.00
Frankston Arts Centre Car Parking - Casual 7.- - 11.- hours	PER PERM	Council	7.50	7.50
Frankston Arts Centre Car Parking - Permanent Quarterly (24 hour access)	PER QUAR	Council	465.00	465.00
Frankston Arts Centre Car Parking - Permanent Quarterly (early birds in before 10am, out by 7pm)	PER QUAR	Council	292.50	292.50
Frankston Arts Centre Car Parking - Permanent Yearly (24 hour access)	PER ANN	Council	1,861.00	1,861.00
Frankston Arts Centre Car Parking - Permanent Yearly (early birds in before 10am, out by 7pm)	PER ANN	Council	1,170.00	1,170.00
<b>Library - Management</b>				
A4 B&W	PER COPY	Council	-.25	-.15
A3 B&W	PER COPY	Council	-.30	-.30
A3 Colour	PER COPY	Council	2.40	2.40
A4 Colour	PER COPY	Council	1.20	1.20
Book club Membership	PER MPY	Council	150.00	150.00
Community Room - Community Groups Room Hire - Full Day	PER BKNG	Council	-	260.00
Community Room - Community Groups Room Hire - Half Day	PER BKNG	Council	-	130.00
Community Room - Community Groups Room Hire - One Hour	PER BKNG	Council	-	45.00
Community Room - Corporate Groups Room Hire - Full Day	PER BKNG	Council	-	400.00
Community Room - Corporate Groups Room Hire - Half Day	PER BKNG	Council	-	200.00
Community Room - Corporate Groups Room Hire - One Hour	PER BKNG	Council	-	60.00
Long Room - Community Groups Room Hire - Full Day	PER BKNG	Council	105.00	160.00
Long Room - Community Groups Room Hire - Half Day	PER BKNG	Council	68.00	80.00
Long Room - Community Groups Room Hire - One Hour	PER BKNG	Council	35.00	35.00
Long Room - Corporate Groups Room Hire - Full Day	PER BKNG	Council	230.00	300.00

Name of fee or charge	Unit of measure description	Fee or charge set by	Current price per unit inc GST (\$)	Price per unit inc GST from July 1 2021 (\$)
Long Room - Corporate Groups Room Hire - Half Day	PER BKNG	Council	160.00	150.00
Long Room - Corporate Groups Room Hire - One Hour	PER BKNG	Council	-	50.00
Lost items processing fees / charges for lost parts	PER ITEM	Council	10.00	12.00
Replacement library items - average item cost	PER BOOK	Council	29.00	31.00
<b>Library - Infrastructure</b>				
Inter-library loans - Set National Library charges	PER BOOK	Statutory	16.50	28.50
Inter-library loans - Library fee	PER BOOK	Council	3.00	4.00

Name of fee or charge	Unit of measure description	Fee or charge set by	Current price per unit inc GST (\$)	Price per unit inc GST from July 1 2021 (\$)
<b>Community Safety</b>				
<b>Community Safety Management</b>				
Short Stay Rental Accommodation Registration	PER PERM	Council	150.00	150.00
<b>Health Services</b>				
Caravan Park Registration Fee	PER SITE	Statutory	14.45	14.45
Food Act - Annual Registration - Community Group	PER PERM	Council	200.00	200.00
Food Act - Annual Registration Fee - 1A	PER PERM	Council	1,440.00	1,440.00
Food Act - Annual Registration Fee - 1B	PER PERM	Council	540.00	540.00
Food Act - Annual Registration Fee - 2A	PER PERM	Council	1,050.00	1,050.00
Food Act - Annual Registration Fee - 2B	PER PERM	Council	700.00	700.00
Food Act - Annual Registration Fee - 3A	PER PERM	Council	600.00	600.00
Food Act - Annual Registration Fee - 3B	PER PERM	Council	315.00	315.00
Food Act - Initial Registration - Community Group	PER PERM	Council	400.00	400.00
Food Act - Initial Registration Fee - 1A	PER PERM	Council	1,840.00	1,840.00
Food Act - Initial Registration Fee - 1B	PER PERM	Council	940.00	940.00

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Food Act - Initial Registration Fee - 2A	PER PERM	Council	1,450.00	1,450.00	PHWA - Annual Registration Fee - Prescribed Accommodation >40	PER PERM	Council	310.00	315.00
Food Act - Initial Registration Fee - 2B	PER PERM	Council	1,100.00	1,100.00	PHWA - Annual Registration Fee - Rooming House 10 Rooms	PER PERM	Council	1,135.00	1,152.00
Food Act - Initial Registration Fee - 3A	PER PERM	Council	1,000.00	1,000.00	PHWA - Annual Registration Fee - Rooming House 11 Rooms	PER PERM	Council	1,250.00	1,269.00
Food Act - Initial Registration Fee - 3B	PER PERM	Council	615.00	615.00	PHWA - Annual Registration Fee - Rooming House 12+ Rooms (Initial \$1,250) plus per room	PER PERM	Council	110.00	112.00
Food Act - Renovation/Internal Plan Approval Fee - 1A/1B/2A/2B/3A	PER PERM	Council	400.00	406.00	PHWA - Annual Registration Fee - Rooming House 3-5 Rooms	PER PERM	Council	600.00	609.00
Food Act - Renovation/Internal Plan Approval Fee - 3B	PER PERM	Council	300.00	305.00	PHWA - Annual Registration Fee - Rooming House 6 Rooms	PER PERM	Council	700.00	711.00
Food Act - Renovation/Internal Plan Approval Fee - Community Group	PER PERM	Council	200.00	203.00	PHWA - Annual Registration Fee - Rooming House 7 Rooms	PER PERM	Council	820.00	832.00
Food Act - Streatrader - Ad Hoc Fee	PER PERM	Council	500.00	508.00	PHWA - Annual Registration Fee - Rooming House 8 Rooms	PER PERM	Council	940.00	954.00
Food Act - Streatrader - Ad Hoc Fee	PER PERM	Council	500.00	508.00	PHWA - Annual Registration Fee - Rooming House 9 Rooms	PER PERM	Council	1,040.00	1,056.00
Food Act - Streatrader - Mobile Class 2	PER PERM	Council	440.00	447.00	PHWA - Annual Registration Fee - High Risk	PER PERM	Council	310.00	315.00
Food Act - Streatrader - Mobile Class 3	PER PERM	Council	320.00	325.00	PHWA - Annual Registration Fee - Medium Risk	PER PERM	Council	295.00	299.00
Food Act - Streatrader - Temporary Class 2	PER PERM	Council	180.00	183.00	PHWA - Initial Registration Fee - Rooming House 6 Rooms	PER PERM	Council	900.00	914.00
Food Act - Streatrader - Temporary Class 3	PER PERM	Council	130.00	132.00	Fire Safety				
Food Act - Streatrader - Vending Machine Class 2	PER PERM	Council	400.00	406.00	Burning off Permits - Residential	ANNUALCH	Council	70.00	71.00
Food Act - Streatrader - Vending Machine Class 3	PER PERM	Council	300.00	305.00	Burning off periods - Commercial	ANNUALCH	Council	290.00	294.00
Food Act - Pre-Purchase Inspection within 5 days (additional fee)	PER PERM	Council	115.00	117.00	Hazard Removal	PER APPL	Statutory	170.00	173.00
Food Act - Pre-Purchase Inspection within 14 days	PER PERM	Council	330.00	335.00	CCTV & Litter				
Health Transfer Express Service Fee	PER PERM	Council	65.00	66.00	Pound Release Fee - Trolleys & miscellaneous	PER TROL	Council	75.00	76.00
PHWA - Annual Registration - Swimming Pool - > 2 BOW	PER PERM	Council	600.00	609.00	Impound Fee - Shopping Trolleys	PER TROL	Council	55.00	56.00
PHWA - Annual Registration - Swimming Pool - 2 or Less BOW	PER PERM	Council	320.00	325.00	Compliance & Enforcement Services				
PHWA - Annual Registration Fee - Prescribed Accommodation <20	PER PERM	Council	275.00	279.00	Advertising Signage - A frames	ANNUALCH	Council	165.00	167.00
PHWA - Annual Registration Fee - Prescribed Accommodation >20	PER PERM	Council	295.00	299.00	Annual Fee				
					Advertising Signage - Application Fee	PER APPL	Council	180.00	183.00
					Advertising Signage - Mobile A frames Annual Fee	ANNUALCH	Council	600.00	609.00
					Advertising Signage - Real Estate Agents - Annual Fee	ANNUALCH	Council	155.00	157.00

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Advertising Signage - Real Estate Agents - Application Fee	PER APPL	Council	165.00	167.00	Outdoor Dining - Tables - Non Licensed Fee	PER TABL	Council	75.00	76.00
Advertising Signs - Pound Release Fee	PER SIGN	Council	35.00	36.00	Pet Shop/Domestic Animal Business Registration Fee	PER PERM	Council	400.00	406.00
Animal (de-sexed) Registration Fees	PER ANIM	Council	60.00	61.00	Pound Release Fee - Heavy Vehicles (over 4T)	PER VEHI	Council	500.00	508.00
Animal (de-sexed) Registration Fees - Concession	PER ANIM	Council	30.00	30.00	Pound Release Fee - Cats	PER ANIM	Council	90.00	91.00
Annual Excess Animal Permit Fee	PER PERM	Council	30.00	30.00	Pound Release Fee - Dogs	PER ANIM	Council	190.00	193.00
Bulk Bin/Container Annual Permit Fee	ANNUALCH	Council	790.00	802.00	Pound Release Fee - Livestock	PER ANIM	Council	210.00	213.00
Bulk Bin/Container Daily Permit Fee	PER DAY	Council	40.00	41.00	Pound Release Fee - Motor Bikes	PER VEHI	Council	910.00	924.00
Bulk Bin/Container Weekly Permit Fee	PER WEEK	Council	110.00	112.00	Pound Release Fee - Motor Bikes - 2nd Offence	PER VEHI	Council	1,260.00	1,279.00
Container Placement Permit Fee	PER PERM	Council	250.00	254.00	Pound Release Fee - Motor Vehicles	PER VEHI	Council	400.00	406.00
Daily Storage Fee - Seized Vehicles	PER VEHI	Council	50.00	51.00	Pound Release Fee - Small animals/birds	PER ANIM	Council	53.00	54.00
Display of Goods - Annual Fee	ANNUALCH	Council	355.00	360.00	Pound Special Release Fee - Cats	PER ANIM	Council	-	182.00
Display of Goods - Application Fee	PER APPL	Council	125.00	127.00	Pound Special Release Fee - Dogs	PER ANIM	Council	-	386.00
Dogs Over 10 Years of age Registration Fee	PER ANIM	Council	60.00	61.00	Recreation Vehicle Application Fee	PER APPL	Council	110.00	112.00
Dogs Registered with applicable Organisation Registration Fee	PER ANIM	Council	60.00	61.00	Recreation Vehicle Permit Fee	PER PERM	Council	110.00	112.00
Domestic Animal Business Breeding Dogs Registration Fee	PER ANIM	Council	300.00	305.00	Restricted, Menacing and Dangerous Dogs Registration Fee	PER ANIM	Council	400.00	406.00
Excess Animal Fee	PER PERM	Council	130.00	132.00	Sale of Abandoned Vehicles	ANNUALCH	Council	250.00	254.00
Foster Care Animal Registration Fee	PER ANIM	Council	8.00	8.00	Service Request - Compliance	PER REQU	Council	90.00	91.00
Heavy Vehicle Application Fee	PER APPL	Council	135.00	137.00	Signage Impound Fee	PER ITEM	Council	230.00	233.00
Heavy Vehicle Permit Fee	PER PERM	Council	240.00	244.00	Standard Full Animal Registration Fee	PER ANIM	Council	200.00	203.00
Keast Park Horse Permit Fee	ANNUALCH	Council	400.00	406.00	Temporary De-sexing Exemption	PER ANIM	Council	100.00	102.00
Kerbside Trading Fee per square meter licensed	PER SITE	Council	350.00	355.00	Registration Fee	PER ANIM	Council	60.00	61.00
Kerbside Trading Fee per square meter non licensed	PER SITE	Council	250.00	254.00	Working Dog Registration Fee	PER ANIM	Council	60.00	61.00
Miscellaneous Vehicle Permit Fee	PER APPL	Council	95.00	96.00	Charged Car Parking				
Outdoor Dining - Application Fee	PER APPL	Council	120.00	122.00	Foreshore Parking Meters	PER HOUR	Council	3.20	3.20
Outdoor Dining - Chairs - Licensed Fee	PER CHAI	Council	55.00	56.00	Foreshore Parking Permit - Additional	PER PERM	Council	80.00	81.00
Outdoor Dining - Chairs - Non Licensed Fee	PER CHAI	Council	45.00	46.00	Foreshore Parking Permit - Replacement	PER PERM	Council	60.00	61.00
Outdoor Dining - Tables - Licensed Fee	PER TABL	Council	95.00	96.00	Frankston House Car Parking (per Quarter)	PER PERM	Council	370.00	376.00
					Leased Parking Bay	PER DAY	Council	50.00	51.00
					Parking Fee - Daily	PER DAY	Council	6.50	6.60
					Parking Fee - Hourly	PER HOUR	Council	2.00	2.00
					Private Parking Agreement	PER PERM	Council	260.00	264.00
					Application Fee				

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Residential Parking Permit Replacement Fee	PER PERM	Council	5.00	5.00	Permit - Commercial Project - up to \$15K	PER APPL	Council	1,020.00	1,035.00
Foreshore Parking Meters	PER HOUR	Council	3.20	3.20	Permit - Demolition - Commercial Basic (single storey) < 500sq metres	PER APPL	Council	1,410.00	1,431.00
Foreshore Parking Permit - Additional	PER PERM	Council	80.00	81.00	Permit - Demolition - Commercial Basic (Single Storey) >500sq metres	PER APPL	Council	190.00	193.00
Foreshore Parking Permit - Replacement	PER PERM	Council	60.00	61.00	Permit - Demolition - Commercial Multi Storey	PER HOUR	Council	190.00	193.00
Frankston House Car Parking (per Quarter)	PER PERM	Council	370.00	376.00	Permit - Demolition - Residential Basic (single storey)	PER APPL	Council	840.00	853.00
Leased Parking Bay	PER DAY	Council	50.00	51.00	Permit - Demolition - Residential Multi Storey	PER HOUR	Council	190.00	193.00
Parking Fee - Daily	PER DAY	Council	6.50	6.60	Permit - Extension of time < \$50K	PER APPL	Council	375.00	381.00
<b>Building services</b>					Permit - Extension of time > \$50K	PER APPL	Council	565.00	573.00
Application for registration fee (reg 147P)	PER APPL	Council	-	32.00	Permit - Residential - Major Works - \$15K - \$60K	PER APPL	Council	1,500.00	1,523.00
Building Regulation Siting Dispensations (Part 5) & (Part 6 - 109 & 134)	PER APPL	Statutory	286.23	290.40	Permit - Residential - Major Works - \$60K - \$200K	PER APPL	Council	2,050.00	2,081.00
Certification Fee	PER HOUR	Council	190.00	193.00	Permit - Residential - Major Works > \$200K	PER HOUR	Council	190.00	193.00
Consulting Fee	PER HOUR	Council	190.00	193.00	Permit - Residential - Minor Works - \$5K - \$15K	PER APPL	Council	700.00	711.00
Information search fee (reg 147P)	PER APPL	Council	-	47.00	Permit - Residential Multi Building/Rooming House (Class 18) on 1 allotment	PER BUILD	Council	190.00	193.00
Lapsed Permit Inspections outside FCC	PER HOUR	Council	190.00	193.00	Permit - Residential/Fences - Minor Works - < \$5K	PER APPL	Council	500.00	508.00
Lapsed Permit Inspections within FCC	PER APPL	Council	470.00	477.00	Permit Inspections	PER INSP	Council	280.00	150.00
Lodgement of certificate of pool barrier compliance (reg 147X)	PER APPL	Council	-	20.00	Plan copies - Industrial & Commercial (Digital Copies Only)	PER APPL	Council	260.00	264.00
Lodgement of certificate of pool barrier non-compliance (reg 147ZJ)	PER APPL	Council	-	385.00	Plan Copies - Properties with multiple tenancies - Base Fee (NEW)	PER APPL	Council	250.00	254.00
Major Variation to Building Permit (Plans/specifications etc)	PER HOUR	Council	190.00	193.00	Plan Copies - Properties with multiple tenancies - Plus Additional per tenancy/unit (NEW)	PER APPL	Council	60.00	61.00
Minor Variation to Building Permit (Amendment to Certificates/Builders Details)	PER PERM	Council	560.00	568.00	Plan Copies - Residential (Digital Copies Only)	PER APPL	Council	190.00	193.00
Permit - Above ground & barrier (pools & spas)	PER APPL	Council	940.00	954.00	Pool compliance inspection and issue (form 23)	PER APPL	Council	-	1,200.00
Permit - Barrier/fencing only (pools & spas)	PER APPL	Council	565.00	573.00	POPE - Final Inspection & Occupation Permit	PER APPL	Council	540.00	548.00
Permit - Below ground & barrier (pools & spas)	PER HOUR	Council	190.00	193.00					
Permit - Commercial Project - >\$15K	PER HOUR	Council	190.00	193.00					



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Name of fee or charge	Unit of measure description	Fee or charge set by	Current price per unit inc GST (\$)	Price per unit inc GST from July 1 2021 (\$)	Name of fee or charge	Unit of measure description	Fee or charge set by	Current price per unit inc GST (\$)	Price per unit inc GST from July 1 2021 (\$)
POPE - Temporary Structure Siting Application Fee (over 2,500 people)	PER APPL	Council	900.00	914.00	Use Application & any other application not in regs	PER APPL	Statutory	1,318	1,318
POPE - Temporary Structure Siting Application Fee (up to 2,500 people)	PER ADMI	Council	540.00	548.00	Development <\$100,000	PER APPL	Statutory	1,148	1,148
POPE - Weekend Inspection & Occupation Permit	PER HOUR	Council	270.00	274.00	Development \$100,001 - \$1,000,000	PER APPL	Statutory	1,548	1,548
Protection of the Public (Part 6 - 116)	PER APPL	Statutory	294.70	294.70	Development \$1,000,001 - \$5,000,000	PER APPL	Statutory	3,414	3,414
Provision of Information - Building Permit Particulars	PER APPL	Statutory	47.20	47.20	Development \$5,000,001- \$15,000,000	PER APPL	Statutory	8,791	8,701
Provision of Information - Building Permit Particulars - 24 hour turnaround	PER APPL	Council	200.00	203.00	Development \$15,000,001- \$50,000,000	PER APPL	Statutory	25,658	25,658
Provision of Information - Property Particulars	PER APPL	Statutory	47.20	47.20	Development >\$50,000,000	PER APPL	Statutory	57,670	57,670
Swimming Pool Audits	PER INSP	Council	950.00	964.00	Subdivision of an existing building	PER APPL	Statutory	1,318	1,318
VBA Cladding Rectification Levy Classes 2 - 8 Buildings (works \$800,000 to \$1M)	PERBUILD	Statutory	0.13	0.13	Subdivision (two lots)	PER APPL	Statutory	1,318	1,318
VBA Cladding Rectification Levy Classes 2 - 8 Buildings (works over \$1.5M)	PERBUILD	Statutory	0.82	0.82	Subdivision (boundary realignment)	PER APPL	Statutory	1,318	1,318
VBA Cladding Rectification Levy Classes 2 - 8 Buildings (works over \$1M - \$1.5M)	PERBUILD	Statutory	0.26	0.26	Subdivision - up to 100 lots	PER APPL	Statutory	1,318	1,318
Victoria Building Authority BC Levy (per \$1,000 of work in excess of \$10,000)	PERBUILD	Statutory	1.28	1.28	Create, vary or remove a restriction	PER APPL	Statutory	1,318	1,318
					Certificate of Compliance	PER APPL	Statutory	326	326
					Satisfaction Matters	PER APPL	Statutory	326	326
					Single Dwelling \$500,001 - \$1,000 000	PER APPL	Statutory	1,392	1,392
					VicSmart <\$10,000	PER APPL	Statutory	200	200
					VicSmart >\$10,001	PER APPL	Statutory	430	430
					VicSmart - To subdivide land	PER APPL	Statutory	200	200
					Single Dwelling \$1,000,001 - \$2,000 000	PER APPL	Statutory	1,496	1,496
					Regulation 8 fee	PER APPL	Statutory	963	963
					Regulation 7 fee	PER APPL	Statutory	3,989	4,029
					Secondary Consent	PER APPL	Council	550	578
					Extension of Time	PER APPL	Council	550	578
					Copy of Permit and Plans	PER REQU	Council	160	168
					Copy of Permit	PER REQU	Council	37	39
					Written Confirmation	PER APPL	Council	135	142
					Per application	PER APPL	Statutory	175	175
					Recertification fee	PER APPL	Statutory	111	111
					Amendment of certified plan	PER APPL	Statutory	141	141
					preparation of advert fee & sign	PER APPL	Council	350	368
					Advertising up to 10 letters - no sign plus sign	PER APPL	Council	115	121
					Advertising additional letters	PER APPL	Council	55	58
					A4 Sheets	PER COPY	Council	7	7
					A3 Sheets	PER COPY	Council	2	2



Name of fee or charge	Unit of measure description	Fee or charge set by	Current price per unit inc GST (\$)	Price per unit inc GST from July 1 2021 (\$)
A1 Sheets	PER COPY	Council	14	15
A0 Sheets	PER COPY	Council	18	19
Pre-application meeting - major	PER REQU	Council		500
			-	
Secondary Consent - Retrospective	PER APPL	Council		850
			-	
Pre-application meeting - standard	PER REQU	Council		250
			-	
Condition 1- resubmission (2nd submission or more)	PER REQU	Council		155
			-	

Name of fee or charge	Unit of measure description	Fee or charge set by	Current price per unit inc GST (\$)	Price per unit inc GST from July 1 2021 (\$)
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**Policy, Planning & Environmental Strategies**

**Strategic Planning**

Planning Scheme Amendment Stage 1	PER APPL	Statutory	3,050.90	3,050.90
Planning Scheme Amendment Stage 2 a) i.	PER ACT	Statutory	15,121.00	15,121.00
Planning Scheme Amendment Stage 2 a) ii.	PER ACT	Statutory	30,212.40	30,212.40
Planning Scheme Amendment Stage 2 a) iii.	PER ACT	Statutory	40,386.90	40,386.90

**Environmental Planning and Policy**

Guidelines for Street Tree Removal - Application fee	PER APPL	Council		200.00
			-	
Guidelines for Street Tree Removal - indigenous self sown - large	PER APPL	Council	6,760.00	7,900.00
Guidelines for Street Tree Removal - indigenous self sown - medium	PER APPL	Council	3,630.00	4,200.00
Guidelines for Street Tree Removal - indigenous self sown - small	PER APPL	Council	1,900.00	2,100.00
Guidelines for Street Tree Removal - large	PER APPL	Council	4,000.00	4,700.00
Guidelines for Street Tree Removal - medium	PER APPL	Council	2,500.00	2,600.00
Guidelines for Street Tree Removal - pruning	PER APPL	Council	360.00	400.00
Guidelines for Street Tree Removal - replanting only	PER APPL	Council	360.00	400.00

Name of fee or charge	Unit of measure description	Fee or charge set by	Current price per unit inc GST (\$)	Price per unit inc GST from July 1 2021 (\$)
Guidelines for Street Tree Removal - small	PER APPL	Council	1,300.00	1,300.00
Local Law 22 Pruning Application Fee	PER APPL	Council	75.60	80.00
Local Law 22 Removal Application Fee - additional trees	PER APPL	Council	65.00	65.00
Local Law 22 Removal Application Fee - up to 3 trees	PER APPL	Council	197.00	200.00
Local Law 22 Works within TPZ Application Fee	PER APPL	Council	75.60	80.00
Guidelines for Street Tree Removal - Application fee	PER APPL	Council		200.00
			-	

## Appendix B – Capital Works Program 2021-2022

### Capital Works Program

For the year ending 30 June 2022

	Project cost	New	Asset expenditure type			Summary of funding sources			
	\$'000	\$'000	Renewal	Upgrade	Expansion	Grants	Contributions	Council cash	Borrowings
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Infrastructure									
Bridges									
Minor Bridge & Pedestrian Structures Renewal Programme	100	-	100	-	-	100	-	-	-
Major Bridge Renewal Programme	100	-	100	-	-	-	-	100	-
Total Bridges	200	-	200	-	-	100	-	100	-
Drainage									
Easement Drainage Pit Alterations	230	-	230	-	-	-	-	230	-
Frankston South Drainage Strategy - Drainage Upgrade - 15 Kars Street Frankston	50	15	15	20	-	-	-	50	-
Minor Drainage Works	50	24	13	13	-	-	-	50	-
Frankston South Drainage Strategy - Drainage Upgrade - Williams Street catchment Stage 2	100	30	30	40	-	-	-	100	-
Flood and Catchment Modelling	53	16	16	21	-	-	-	53	-
Gatic Pit Lid Renewal Programme	210	-	210	-	-	-	-	210	-
Drainage pits - pipes renewal & upgrade programme	210	-	210	-	-	-	-	210	-
Stormwater treatment and harvesting scheme for Frankston Park and Beauty Park	50	50	-	-	-	-	-	50	-
Water sensitive Urban Design (WSUD) Program	53	10	27	16	-	-	-	53	-
Baxter Park Dam Improvement Project	50	-	50	-	-	50	-	-	-
Total Drainage	1,056	145	801	110	-	50	-	1,006	-
Footpaths and cycle ways									
Bicycle Path Safety Upgrades	42	-	42	-	-	-	-	42	-
Pathway Renewal - Council Reserves	110	-	110	-	-	-	-	110	-
Shared Path Renewals	110	-	110	-	-	-	-	110	-
CAA Streetscape - Footpath / Pedestrian Renewal Works	50	-	50	-	-	-	-	50	-
Footpath Renewal Programme	789	-	789	-	-	-	-	789	-
Minor Footpath Improvements - Missing Links	53	53	-	-	-	-	-	53	-
George Pentland Botanic Gardens Master Plan Implementation	195	97	-	98	-	70	-	125	-
Open Space Connections	200	-	-	200	-	-	-	200	-
Shared Pathway Connection on Golf Links Rd between Peninsula Link and Baxter Trail	40	40	-	-	-	-	-	40	-
Oliver's Hill Trail - Boardwalk	40	40	-	-	-	-	-	40	-

## Item 12.13 Attachment K: 2021-2025 Council Plan and Budget

	Project cost \$'000	New \$'000	Asset expenditure type Renewal \$'000   Upgrade \$'000   Expansion \$'000			Summary of funding sources Grants \$'000   Contributions \$'000   Council cash \$'000   Borrowings \$'000			
Frankston Revitalisation Action Plan - Greenlink Stages 1 & 2	1,130	1,130	-	-	-	780	-	350	-
Pathway Development Plan Implementation Programme	500	500	-	-	-	-	-	500	-
<b>Total Footpaths and cycle ways</b>	<b>3,259</b>	<b>1,860</b>	<b>1,101</b>	<b>298</b>	<b>-</b>	<b>850</b>	<b>-</b>	<b>2,409</b>	<b>-</b>
<b>Off street car parks</b>									
Carpark Programme	130	-	104	26	-	-	-	130	-
Internal Access Road Realignment & Carpark at Jubilee Park - Stage 1	300	-	150	75	75	-	-	300	-
<b>Total Off street car parks</b>	<b>430</b>	<b>-</b>	<b>254</b>	<b>101</b>	<b>75</b>	<b>-</b>	<b>-</b>	<b>430</b>	<b>-</b>
<b>Other infrastructure</b>									
Street Lighting Upgrades	30	-	24	6	-	-	-	30	-
Sunny Vale Drive - LATM	78	78	-	-	-	-	-	78	-
Minor traffic treatments.	274	192	-	55	27	-	-	274	-
Barrier & Guard Rail Renewal Programme	105	-	105	-	-	-	-	105	-
Local Area Traffic Management in Seaford Precinct	600	480	-	120	-	-	-	600	-
Local Area Traffic Management in McCormicks Precinct	150	120	-	30	-	-	-	150	-
Local Area Traffic Management, Sweetwater Precinct	450	360	-	90	-	-	-	450	-
Local Area Traffic Management in Belvedere Precinct	50	35	5	10	-	-	-	50	-
Hartnett Precinct - LATM	127	89	13	25	-	-	-	127	-
Stage 2 retaining wall works along Cranbourne Road	200	200	-	-	-	-	-	200	-
<b>Total Other infrastructure</b>	<b>2,064</b>	<b>1,554</b>	<b>147</b>	<b>336</b>	<b>27</b>	<b>-</b>	<b>-</b>	<b>2,064</b>	<b>-</b>
<b>Parks, open space and streetscapes</b>									
Sculpture Public Artwork Development	585	585	-	-	-	-	-	585	-
Wingham Park - Upgrade	180	54	54	72	-	90	-	90	-
Risk Management Works within Council Reserves	53	-	42	11	-	-	-	53	-
Erosion Control Fence Renewal - Seaford Wetlands & Frankston/ Seaford Foreshore	53	-	37	11	5	-	-	53	-
Lighting for Sporting Reserves	100	100	-	-	-	-	-	100	-
Renew 1,423 Mercury Vapour MV80 (93.6W) street lights to 17W LED lights	140	-	140	-	-	-	-	140	-
Fencing Replacement Programme - Boundary Fences - Council Reserves	105	-	84	21	-	-	-	105	-
Fence Upgrade and Replacement Programme - Internal Fences/ Sports Ground Fencing at Council Reserves	200	-	100	80	20	-	-	200	-
Foreshore Pedestrian Trails and Beach Entrances Renewal Programme	53	-	53	-	-	-	-	53	-
Street Lighting Renewal Programme	32	-	32	-	-	-	-	32	-
Local park upgrade Programme - Frankston	350	105	105	140	-	-	-	350	-
Parks Auxiliary Programme	105	105	-	-	-	-	-	105	-
BBQ Renewal Programme	26	-	23	3	-	-	-	26	-
City Centre greening and Improvement Programme	100	100	-	-	-	-	-	100	-

## Item 12.13 Attachment K: 2021-2025 Council Plan and Budget

	Project cost \$'000	Asset expenditure type				Summary of funding sources			
		New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Grants \$'000	Contributions \$'000	Council cash \$'000	Borrowings \$'000
Bi- Annual commission of Panel Art Piece on the Davey Street façade of the FAC.	26	26	-	-	-	-	-	26	-
Ball Protection Fences at Lloyd Park	155	155	-	-	-	25	-	130	-
FOSS Implementation - Oliver's Hill Landscape and Lookout Plan, Frankston South	20	20	-	-	-	-	-	20	-
Evelyn Park Open Space	1,240	372	372	496	-	1,100	-	140	-
Redevelop the FAC Cube forecourt at the Frankston Arts Centre Precinct	100	20	20	60	-	-	-	-	100
Mural - corner of Station Street and Nepean Highway, Seaford.	30	30	-	-	-	-	-	30	-
Electric Boxes Beautification	10	10	-	-	-	-	-	10	-
Shade Sail Program	100	100	-	-	-	-	-	100	-
Upgrade White Street Mall	100	20	20	60	-	-	-	100	-
Lighting Frankston Programme	110	110	-	-	-	-	-	110	-
Minor Open Space Programme	53	-	42	11	-	-	-	53	-
Monterey Reserve - Master Plan Review and Play space Upgrade	130	39	39	52	-	-	-	130	-
Ballam Park - Regional Play space Upgrade	2,750	1,375	-	1,375	-	-	-	-	2,750
Witternberg Reserve, Frankston - Play space upgrade	400	-	200	200	-	300	-	100	-
Sandfield Reserve, Carrum Downs - District Open Space Improvements	70	-	-	70	-	-	-	70	-
Local Shopping Strip Action Plan - Major Improvement Program	60	-	18	42	-	-	-	60	-
FMAC Revitalisation Action Plan - Balmoral Precinct Public Realm Plan	50	-	35	15	-	-	-	50	-
Kananook Creek Environmental & Cultural Learning Park	500	500	-	-	-	500	-	-	-
Urban Forest Action Plan - Tree planting on Major Roads	250	50	50	150	-	-	-	250	-
Dandenong Road at underpass - Murals & Plantings	75	75	-	-	-	-	-	75	-
Municipal Signage Strategy Implementation	200	-	140	60	-	-	-	200	-
Frankston Revitalisation Action Plan - Nepean Highway Revitalisation	550	550	-	-	-	475	-	75	-
Frankston Revitalisation Action Plan - Laneway Activation - Steibel Lane	350	350	-	-	-	275	-	75	-
Frankston Revitalisation Action Plan - Frankston City Park, Young Street	35	35	-	-	-	35	-	-	-
Frankston City Centre, Concept Plans	50	50	-	-	-	-	-	50	-
Frankston Revitalisation Action Plan - Pilot Parklet Program	50	50	-	-	-	-	-	50	-
Frankston Revitalisation Action Plan - Fletcher Road Gateway Beautification	380	380	-	-	-	250	-	130	-
Frankston Revitalisation Action Plan - Frankston Pier Creative Lighting	220	220	-	-	-	220	-	-	-
Frankston Revitalisation Action Plan - Extended Outdoor Dining for Nepean Highway	160	160	-	-	-	135	-	25	-
Laneway activation for Big Picture Festival	147	147	-	-	-	-	-	147	-
Landmark Water Feature	25	25	-	-	-	-	-	25	-
Seaford Wetlands Improvements	150	150	-	-	-	150	-	-	-
Frankston North Gateway Treatment	50	50	-	-	-	-	-	50	-

	Project cost	Asset expenditure type				Summary of funding sources			
	\$'000	New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Grants \$'000	Contributions \$'000	Council cash \$'000	Borrowings \$'000
Local Shopping Strip - Minor Improvements Program	45	-	-	45	-	-	-	45	-
Illuminated blade - Coastal Banksia Motif	150	150	-	-	-	-	-	150	-
<b>Total Parks, open space and streetscapes</b>	<b>10,823</b>	<b>6,218</b>	<b>1,606</b>	<b>2,974</b>	<b>25</b>	<b>3,555</b>	<b>-</b>	<b>4,418</b>	<b>2,850</b>
<b>Recreational, leisure and community facilities</b>									
McClelland Reserve - Soccer 1 - Lighting	105	105	-	-	-	100	-	5	-
Renewal of Irrigation and Drainage Systems at Council Reserves	210	-	147	42	21	-	-	210	-
Playground Under surfacing Renewal Programme	42	-	42	-	-	-	-	42	-
Sporting Ground - Pitch Cover Upgrade & Renewal Program	21	-	21	-	-	-	-	21	-
Sporting Ground - Goal Post Replacement Programme	25	-	25	-	-	-	-	25	-
Sporting Grounds - Playing Surface Renewal Programme	1,300	-	910	390	-	-	-	1,300	-
Cricket Net Replacement Programme	250	-	250	-	-	100	-	150	-
Playground Minor Works Programme	53	-	42	6	5	-	-	53	-
New Sports lighting at Robinsons Park, Baseball Softball 1	190	190	-	-	-	190	-	-	-
Mountain Bike Track Design and Construction at Overport Park	200	200	-	-	-	-	-	200	-
Sports Lighting Programme	905	-	492	413	-	250	-	655	-
Belvedere Tennis Club - Floodlighting to courts 1-5	125	125	-	-	-	65	-	60	-
Baxter Park Tennis Club - decommission courts 1, 2 & 3	86	86	-	-	-	-	-	86	-
Carrum Downs Recreation Reserve Master Plan implementation - district level play space and family recreation area upgrade	616	308	-	308	-	-	-	616	-
AH Butler Oval turf wicket replacement	200	-	200	-	-	-	-	200	-
Centenary Park Golf Course Masterplan - Implementation	150	60	30	60	-	-	-	150	-
Redevelopment Ballam Park Athletic Precinct - Track Redevelopment	650	-	650	-	-	650	-	-	-
Playground Strategy Implementation	1,100	-	1,100	-	-	13	-	1,087	-
Lloyd Park - Skate Park Redevelopment	80	80	-	-	-	20	-	60	-
Skate Park Weatherproofing Program	50	50	-	-	-	-	-	50	-
Basketball & Gymnastics Centre - Concept Design	50	15	15	10	10	-	-	50	-
Frankston Park Oval Widening & Masterplan Implementation	350	140	70	140	-	-	-	350	-
Concept Development & Advocacy of Frankston Pines Outdoor Pool	50	-	30	10	10	-	-	50	-
<b>Total Recreational, leisure and community facilities</b>	<b>6,808</b>	<b>1,359</b>	<b>4,024</b>	<b>1,379</b>	<b>46</b>	<b>1,388</b>	<b>-</b>	<b>5,420</b>	<b>-</b>
<b>Waste Management</b>									
Frankston Tip Risk Management Strategy Implementation	100	-	50	50	-	-	-	100	-
FRRRC Rainwater tank installation	60	60	-	-	-	-	-	60	-
Kerbside Residual bin lid replacement	175	-	175	-	-	-	-	175	-
FOGO Education vehicle electric charging station	20	20	-	-	-	-	-	20	-
Closed Landfill Leachate Extraction System	75	75	-	-	-	-	-	75	-
Exit lane to Harold at FRRRC entrance	130	130	-	-	-	-	-	130	-
<b>Total Waste Management</b>	<b>560</b>	<b>285</b>	<b>225</b>	<b>50</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>560</b>	<b>-</b>

## Item 12.13 Attachment K: 2021-2025 Council Plan and Budget

	Project cost	New	Asset expenditure type			Summary of funding sources			
	\$'000	\$'000	Renewal	Upgrade	Expansion	Grants	Contributions	Council cash	Borrowings
			\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Roads									
Barretts Road (Robinsons Road to Golf Links Road) - Roadway - Special Charge Scheme	50	-	-	50	-	-	-	50	-
Kerb and Channel construction - Various locations.	50	50	-	-	-	-	-	50	-
Kerb Renewal Programme	450	-	450	-	-	-	-	450	-
Road Renewal Programme	2,962	-	2,962	-	-	-	-	2,962	-
Roads to Recovery Programme	694	-	416	278	-	694	-	-	-
Warrandyte Road Safety and congestion Improvements	50	50	-	-	-	50	-	-	-
Hall Road Rehabilitation	4,100	-	2,050	-	2,050	4,100	-	-	-
Minor Asphalt Renewal	250	-	250	-	-	-	-	250	-
Black Spot Program including Modification Beach Street McMahons Road and Claude Street Quinn Street	724	145	145	434	-	724	-	-	-
Total Roads	9,330	245	6,273	762	2,050	5,568	-	3,762	-
TOTAL INFRASTRUCTURE	34,530	11,666	14,631	6,010	2,223	11,511	-	20,169	2,850
PLANT AND EQUIPMENT									
Computer and telecommunications									
GIS Mapping Renewal	53	-	53	-	-	-	-	53	-
Mobile Device Management Renewal	50	-	50	-	-	-	-	50	-
Wi-Fi Replacement	11	5	2	4	-	-	-	11	-
New Systems Implementations	1,900	1,900	-	-	-	-	-	1,900	-
Network & Communications Renewal	100	-	100	-	-	-	-	100	-
Reporting System Renewal	20	-	20	-	-	-	-	20	-
Finance System	330	330	-	-	-	-	-	330	-
Asset Management Information System (FAMIS)	150	150	-	-	-	-	-	150	-
Smart Cities Implementation	440	440	-	-	-	440	-	-	-
Human resources and payroll system	200	200	-	-	-	-	-	200	-
Transparency Hub	350	350	-	-	-	-	-	350	-
Future Ready Frankton Implementation	510	510	-	-	-	-	-	510	-
Hardware & Device Renewal	80	-	80	-	-	-	-	80	-
Total Computer and telecommunications	4,194	3,885	305	4	-	440	-	3,754	-
Fixtures, fittings and furniture									
Frankston Arts Centre - Technical Equipment Renewal	158	-	158	-	-	-	-	158	-
Library Furnishing & Equipment Renewal	45	-	45	-	-	-	-	45	-
Carrum Downs Library Furniture	60	-	60	-	-	-	-	60	-
Safe City Surveillance System - CCTV Camera Renewal Programme	21	-	17	4	-	-	-	21	-
Ticket Machine Replacement Programme	16	-	16	-	-	-	-	16	-
Upgrade of Service desk area at Carrum Downs and Frankston Libraries	137	-	69	68	-	-	-	137	-



## Item 12.13 Attachment K: 2021-2025 Council Plan and Budget

	Project cost \$'000	New \$'000	Asset expenditure type			Summary of funding sources			
			Renewal \$'000	Upgrade \$'000	Expansion \$'000	Grants \$'000	Contributions \$'000	Council cash \$'000	Borrowings \$'000
Total Fixtures, fittings and furniture	437	-	365	72	-	-	-	437	-
Library books									
Library Collection	726	-	726	-	-	-	-	726	-
Total Library books	726	-	726	-	-	-	-	726	-
Plant, machinery and equipment									
Frankston Civic Centre - Solar PV	100	100	-	-	-	-	-	100	-
Fleet Telematics	150	150	-	-	-	-	-	150	-
Installation of CCTV cameras	394	394	-	-	-	-	-	394	-
Jubilee Park - Solar PV: Kevin Collopy Pavilion (Frankston Peninsula Cricket Club, Frankston YCW Football/Netball Club), Jubilee Park	25	25	-	-	-	-	-	25	-
Peninsula Aquatic Recreation Centre - Solar PV	680	680	-	-	-	-	-	680	-
Office Furniture & Equipment Renewal	53	-	53	-	-	-	-	53	-
Light vehicles Replacement	1,054	-	1,054	-	-	-	-	1,054	-
Plant & Equipment Replacement	1,302	-	1,302	-	-	-	-	1,302	-
Minor Plant & Equipment Replacement	32	-	32	-	-	-	-	32	-
Solar PV inspections, feasibility assessments and detailed design studies for Council facilities	15	15	-	-	-	-	-	15	-
Energy efficiency upgrades to Council assets	193	-	-	193	-	-	-	193	-
Litter Bin Replacement Programme - Throughout Municipality	26	-	26	-	-	-	-	26	-
Library Print Management System	90	-	90	-	-	-	-	90	-
Solar PV renewal works	30	-	30	-	-	-	-	30	-
Golf Course Turf Maintenance Equipment	115	115	-	-	-	-	-	115	-
Library RFID Automated Sorting Returns	285	285	-	-	-	-	-	285	-
Library RFID System Renewal	158	-	126	32	-	-	-	158	-
Frankston Arts Centre – Boiler and Chiller Optimisation	30	-	6	24	-	-	-	30	-
Total Plant, machinery and equipment	4,732	1,764	2,719	249	-	-	-	4,732	-
TOTAL PLANT AND EQUIPMENT	10,089	5,649	4,115	325	-	440	-	9,649	-
PROPERTY									
Buildings									
Eric Bell Reserve - Pavilion - Upgrade	100	-	20	70	10	-	-	-	100
Montague Park - Toilet - Decommission	20	-	20	-	-	-	-	20	-
Public Amenities Renewal Program	50	-	43	7	-	-	-	50	-
Lloyd Park - Pavilion - Upgrade - Netball	450	-	90	360	-	450	-	-	-
Frankston Memorial Park - New Toilet	200	200	-	-	-	-	-	200	-
Pines Aquatic Centre Renewal Programme	50	-	50	-	-	-	-	50	-
Communities Facilities Renewal Programme	345	-	293	52	-	-	-	345	-
Civic & Operations Facilities Renewal Programme	330	-	281	49	-	-	-	330	-

## Item 12.13 Attachment K: 2021-2025 Council Plan and Budget

	Project cost \$'000	New \$'000	Asset expenditure type			Summary of funding sources			
			Renewal \$'000	Upgrade \$'000	Expansion \$'000	Grants \$'000	Contributions \$'000	Council cash \$'000	Borrowings \$'000
Family Support & Aged Services Facilities Renewal Programme	50	-	43	7	-	-	-	50	-
Facility Maintenance Contract Renewal Programme	345	-	345	-	-	-	-	345	-
Storm and Vandalism Renewal Program	105	-	105	-	-	-	-	105	-
Peninsula Aquatic and Recreation Centre - Renewal Programme	300	-	300	-	-	-	-	300	-
Monterey Reserve - Soccer Pavilion	3,370	-	674	1,348	1,348	600	-	2,770	-
Development of an Indoor multipurpose Netball Complex at Jubilee Park	5,012	-	251	4,761	-	1,824	200	2,988	-
New Kevin Collopy Pavilion at Jubilee Park	1,500	-	300	1,200	-	-	-	-	1,500
New Langwarrin Child & Family Centre	53	48	-	-	5	-	-	53	-
Upgrade of Linen House at Belvedere Reserve	200	-	-	200	-	-	-	200	-
Langwarrin Pavilion, Lloyd Park - New Pavilion	2,000	-	400	1,400	200	1,500	-	500	-
Young Street Toilet	296	296	-	-	-	296	-	-	-
Pat Rollo Reserve - Pavilion - New	2,350	-	470	940	940	1,500	-	850	-
Facilities Painting Programme	210	-	210	-	-	-	-	210	-
Frankston Yacht Club Fit out including New Accommodation for Frankston Coast Guard	1,000	1,000	-	-	-	-	-	1,000	-
Asbestos Eradication Programme for Council facilities	270	-	270	-	-	-	-	270	-
Arts and Culture Facilities Renewal Programme	200	-	160	40	-	-	-	200	-
Lyrebird Community Centre - Emergency exit outdoor space upgrade	70	-	35	35	-	-	-	70	-
Renovation of Nairm Marr Djambana’s existing portable buildings	100	-	50	50	-	100	-	-	-
Long Island Tennis Club Upgrade	50	-	10	40	-	-	-	50	-
Orwil Street Community House - Replacement shade sails, playground and equipment	40	-	32	8	-	-	-	40	-
Ballam Park - Athletics Pavilion Refurbishment	100	-	20	80	-	-	-	100	-
Baden Powell Kinder and MCH extension and refurbishment	100	-	50	-	50	-	-	100	-
Renewal of Mechanic’s Institute Hall Floor	450	-	450	-	-	-	-	450	-
Frankston Yacht Club Commercial Kitchen Fit out	500	500	-	-	-	-	-	500	-
Structured Recreation Pavilions Renewal Programme	50	-	43	7	-	-	-	50	-
Total Buildings	20,266	2,044	5,015	10,654	2,553	6,270	200	12,196	1,600
TOTAL PROPERTY	20,266	2,044	5,015	10,654	2,553	6,270	200	12,196	1,600
TOTAL CAPITAL WORKS 2021-2022	64,885	19,359	23,761	16,989	4,776	18,221	200	42,014	4,450





Our cover displays street art that was created for The Big Picture Fest Frankston 2021. For more information or to take a street art walking tour of Frankston please visit [thebigpicturefest.com.au](http://thebigpicturefest.com.au)

This art can be found at Arthurs Lane, Frankston.

#### Artist Julian Clavijo

@juliancla

Julian Clavijo is a nationally and internationally renowned Award Winning Artist currently based in Melbourne, Australia. In 2008, he graduated with a Bachelor of Advertising from the Universidad Internacional de las Americas in Costa Rica. In 2011, he completed a Masters of Arts (Art in Public Space) at RMIT University in Melbourne.

A painter and sculptor since a very early age, Julian has demonstrated an enormous capacity to professionally establish his practice and style in Australia, South America, USA, Europe and the Middle East. After graduating in 2011, Julian started exploring the possibility of translating his photorealistic oil painting technique on to mural painting at any scale. By mixing spray painting skills, commonly use in the world of street art, and the traditional brush work techniques almost resembling classical fresco murals, Julian can achieve striking hyper-realistic results by painting murals at monumental scales in public spaces. This has earned him the respect and demand of the urban art community in Australia and around the globe.

In November 2018 Julian was awarded the 'Best Global Artist Award' in the Category of Street Art in Dubai, accolade given by the Global Art Agency, the Wall Street Journal and the UAE Government.

In the last 9 years Julian and his team have cemented a solid reputation in the arts industry having successfully produced and delivered over 60 projects for private and government organisations, such as Creative Victoria, Liuzzi Property Group, Caydon Property, PFD Food services, Australian Grand Prix Corporation, Swinburne University, RMIT University, Aston Martin and various local and regional community councils amongst others.

During this period Julian has been a participant, finalist and winner of multiple art awards and exhibitions in Australia and the globe including the prestigious Lester Prize (former Black swan Prize), Doug Moran Prize and Archibald Prize amongst others. His work has seen commercial representations by Metro Gallery, Beinart Gallery, Bromley & co. in Melbourne and the respected Jonathan Levine gallery in New York.

Julian's work both in the studio and in the public space, have caught the attention and praise of Australian art luminaries such as Adam Elliot (Academy Award Winner), prolific artist David Bromley who collects Julian's works and John Olsen (AO, OBE) living legend of Australian art, who personally recommended Julian to the Australian Government as a young talent who's contributions to the arts are an asset to the Australian society.

Currently his studio practice aims to portray the human essence through the empathetic nature of childhood's joy, curiosity and innocence; as an invitation to connect with one self's live journeys in an introspective, emotional and reflective manner.

*Photography by Steve Brown*





### How to contact us

**Online:**

[frankston.vic.gov.au](http://frankston.vic.gov.au)

**In person:**

30 Davey Street  
Frankston VIC 3199  
Australia

**Telephone:**

1300 322 322  
+61 3 9784 1094  
Business hours, Monday to Friday  
(Public holidays excluded)

**Fax:**

+61 3 9784 1094

**In writing:**

Frankston City Council  
PO Box 490  
Frankston VIC 3199

**Interpreter services**

We cater for people of all backgrounds  
Please call 131 450

**National Relay Service**

If you are deaf, hard of hearing and/or have a speech  
impairment you can contact the Council using the National  
Relay Service.

Teletypewriter (TTY) 133 677  
Voice Relay 1300 555 727  
SMS Relay 0423 677 767

## **Consideration of Reports of Officers**

### **ELECTION REPORT - RESULTS OF FRANKSTON CITY COUNCIL GENERAL ELECTIONS 2020**

#### **Frankston City Council election report 2020**

**Meeting Date: 28 June 2021**

**Attachment: A**





# 2020 Local government elections

## Frankston City Council

### Election Report





© State of Victoria  
(Victorian Electoral Commission)  
April 2021

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Level 11, 530 Collins Street  
Melbourne Victoria 3000  
T 131 832  
[info@vec.vic.gov.au](mailto:info@vec.vic.gov.au)  
[vec.vic.gov.au](http://vec.vic.gov.au)

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## Acknowledgement of Country

The Victorian Electoral Commission pays respect to Victoria's traditional owners and their elders past and present who have been custodians of this country for many thousands of years. Their living culture and their role in the life of Victoria is acknowledged by the VEC.

## Letter of Transmittal

19 April 2021

Mr Phil Cantillon  
Chief Executive Officer  
Frankston City Council  
PO Box 490  
FRANKSTON VIC 3199

Dear Mr Cantillon

Pursuant to Regulation 83 of the Local Government (Electoral) Regulations 2020, I submit this report to the Chief Executive Officer of Frankston City Council on the general election held in October 2020.

Yours sincerely

A handwritten signature in black ink, appearing to read 'MM Gately', with a stylized flourish at the end.

**Warwick Gately AM**  
Electoral Commissioner

Frankston City Council

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## Frankston City Council

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# Introduction

The Victorian local government general elections are held every four years as defined by the *Local Government Act 2020* (Vic) (**LG Act**). In 2020, general elections were held for 76 of the 79 Victorian councils<sup>1</sup> with Saturday 24 October marking election day. In accordance with section 263(1) of the LG Act, the Victorian Electoral Commission (**VEC**) is the statutory election service provider for the conduct of local government elections in Victoria.

This report provides information on the 2020 Frankston City Council general election including details of the end-to-end service delivery of electoral activities throughout the election timeline. This report also provides details of post-election items including compulsory voting enforcement.

## About the Victorian Electoral Commission

The VEC is an independent statutory authority established under the *Electoral Act 2002* (Vic) (**the Electoral Act**). The VEC's principal functions are to conduct State elections, local government elections, certain statutory elections and polls, commercial and community elections, and to support electoral representation processes for local councils and the Electoral Boundaries Commission for State electoral boundaries. The VEC is also responsible for maintaining the Victorian register of electors and administering political funding and donation disclosure laws. The VEC has a mandated role to conduct electoral research, provide communication and education services, and inform and engage Victorians in the democratic process.

Warwick Gately AM is the appointed Electoral Commissioner and Liz Williams is the appointed Deputy Electoral Commissioner. The Electoral Commissioner and Deputy Electoral Commissioner report to the Victorian Parliament in relation to the VEC's operations and activities.

The Electoral Commissioner heads the VEC's Executive Management Group that comprises the Deputy Electoral Commissioner, the Executive Director, Corporate Services and seven Directors, each leading the main functional areas of the VEC. Each Director acts as subject matter experts within their legislative responsibilities under the LG Act and the Electoral Act.

The VEC has a dedicated local government election program which is managed by Katrina Collins and incorporates a range of programs, projects and activities that are supported through strategic planning, project management, and process mapping. The program is overseen by the VEC's Planning Group and has sponsorship from the Executive Management Group.

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<sup>1</sup> The South Gippsland Shire Council was placed into administration in mid-2019. The Council's general election has been postponed until October 2021. Casey City Council and Whittlesea City Council were placed into

administration in early 2020. The Councils' general elections have been postponed until October 2024.

Frankston City Council

## Key changes

### Changes in legislation

The new LG Act received royal assent on 24 March 2020 and introduced a number of changes, some requiring immediate implementation and others to be implemented progressively. Those requiring immediate implementation had a significant impact on the 2020 local government election program.

Following the LG Act completing its passage through Parliament, the VEC implemented the necessary changes to the 2020 local government election program in response to the reforms as they applied to the elections.

#### The key changes from the LG Act are as follows:

Local government electoral structures	<p>The default electoral structure for all local councils is single-councillor wards, although some regional and rural local councils may be unsubdivided or divided into wards with equal numbers of councillors in each ward.</p> <p>The VEC is no longer responsible for conducting electoral representation reviews of all local councils in Victoria.</p> <p>An independent Local Government Electoral Representation Advisory Panel will review council electoral structures. The panel includes the Electoral Commissioner and other members appointed by the Minister for Local Government.</p>
Voting system	<p>The voting system (attendance or postal) is set by the Minister for Local Government.</p> <p>All local council elections are conducted according to the same voting system.</p>
Enrolment and voters' rolls	<p>Non-resident property owners need to apply to be enrolled (this change will be implemented in stages leading up to the 2024 local government elections).</p> <p>Amendments to the voters' roll are completed by the VEC only (excluding Melbourne City Council).</p>
Candidate qualifications	<p>It is compulsory for local government candidates to complete mandatory training prior to nominating for local government elections.</p>
Nominations/candidate statements	<p>When nominating, candidates are required to declare they have completed the mandatory Local Government Candidate Training.</p> <p>The maximum number of words for a candidate statement was increased to 300 (350 for the Melbourne City Council Leadership Team and Councillor Groups).</p>
Election staff	<p>The term 'Election Manager' replaced 'Returning Officer' making the term consistent with the <i>Electoral Act 2002</i>.</p>
Extraordinary vacancies	<p>The VEC will fix the timeline for local council by-elections (previously fixed by the Minister).</p> <p>Changes to the countback process which now draws on a broader pool of ballot papers to determine the successful candidate at a countback.</p>
Compulsory voting	<p>From the 2024 local government general elections onwards, it will be compulsory for everyone enrolled on a voters' roll to vote.</p>



## Frankston City Council

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The LG Act made other changes to the local government electoral landscape, including:

- operational and technical provisions for electoral matters are now prescribed in the Regulations rather than being contained in the LG Act.
- disputed election results are now heard by the Victorian Civil and Administrative Tribunal (VCAT).

On 8 May 2020, the Minister determined<sup>2</sup> all of the 2020 general elections would be held by postal voting. As such, the VEC adjusted preparations in response to the Minister's determination.

In addition, new Local Government (Electoral) Regulations 2020 (**the Regulations**) came into operation on 13 July 2020.

### Response to public health crisis: Coronavirus (COVID-19)

In response to the coronavirus (COVID-19) global pandemic, a State of Emergency was declared in Victoria on 16 March 2020. While the VEC was well advanced in planning for the elections, some uncertainty arose due to speculation that the elections could be rescheduled.

Following the Local Government Minister's confirmation on 15 May 2020 that the 2020 local government elections would proceed, the VEC's operating model was adjusted to deliver a compliant election while meeting health, safety, social distancing and hygiene obligations to voters, election staff, councils, candidates and all other stakeholders.

On Wednesday 1 September 2020, the Governor in Council made amendments to the regulations to allow certain provisions to be varied in response to the COVID-19 pandemic. Specifically, the amendments allowed the VEC to determine an appropriate method for eligible candidates to lodge their nomination form and pay their nomination fee electronically; and to allow the Election Manager to determine the maximum number of scrutineers that may be present for any activity at any one time. The amended regulations commenced the day after

they were made and remain in place until 26 April 2021.

On 29 September 2020, the Governor in Council made further changes to the Regulations to provide greater clarity of mitigation options for any disruptions to the voting timeline, including delays across the postal network that could threaten the integrity of the elections. The changes allowed the Electoral Commissioner to alter the last day of voting and/or the extended postal vote receipt deadline if necessary, to maintain and protect election integrity.

The VEC developed a COVIDSafe Election Plan<sup>3</sup> in consultation with the Department of Health and Human Services which complemented the VEC's Service Plan. The COVIDSafe Election Plan outlined the VEC's actions and strategies to deliver safe and compliant local government elections.

The plan considered all electoral operations and activities and included changes such as (but not limited to):

- acquiring larger election office spaces to accommodate social distancing practices
- moving operations from face-to-face to online (when legislation permitted), for example:
  - the VEC's briefing meetings with individual councils
  - the candidate information sessions
- modifying the timeline for ballot paper extraction and counting activities
- modifying scrutineer practices.

The VEC acknowledges the collaboration and contributions of council officers in navigating the changes required to the program due to COVID-19.

<sup>2</sup> The Minister published this decision in the Government Gazette on 18 May 2020

<sup>3</sup> 'VEC COVIDSafe election plan' - <https://www.vec.vic.gov.au/about-us/publications/local-council-election-reports-and-plans>

Frankston City Council

## Election dates

### The key timelines that applied to the 2020 local government elections were as follows.

Deadline fixed by the VEC for council primary enrolment data	Monday 13 July 2020
Close of roll	4 pm Friday 28 August 2020
Opening of the election office to the public	Wednesday 16 September 2020
Certification of the voters' roll and opening of nominations	Thursday 17 September 2020
Close of nominations	12 noon Tuesday 22 September 2020
*Ballot draw	From 1 pm on Tuesday 22 September 2020
*Deadline for lodging candidate statements, photographs and questionnaires	12 noon Wednesday 23 September 2020
*General mail out of ballot packs to voters	Tuesday 6 October to Thursday 8 October 2020
*Close of voting	6 pm Friday 23 October 2020
Day prescribed as Election Day	Saturday 24 October 2020
*Close of extended postal vote receipt period	12 noon Friday 30 October 2020
Declaration of election results	No later than Friday 13 November 2020

\*Dates with asterisks relate to contested elections only.

## Frankston City Council

# About Frankston City Council

Frankston City Council is comprised of nine councillors elected from three three-councillor wards.

The electoral structure was last reviewed in accordance with the *Local Government Act 1989* through an electoral representation review in 2011.



**Figure 1:** The electoral structure of Frankston City Council at the general election held on 24 October 2020.

## Voters' roll

The VEC prepared the voters' roll for the election under section 8(2)(c) of the Electoral Act and in accordance with section 249 of the LG Act. The close of roll for the election was 4 pm on Friday 28 August 2020. Pursuant to section 249(4) of the LG Act, the VEC certified the voters' roll on Thursday 17 September 2020.

At certification, the voters' roll for the 2020 Frankston City Council general election included 107,216 enrolled voters.

### Composition of the voters' roll

The LG Act specifies that the voters' roll for a local government election is formed by combining two separate lists of voters.

1. The Electoral Commissioner's list (EC list) – List of State electors that are enrolled within that local government area.
2. The Chief Executive Officer's list (CEO list) – List of council-entitled voters.

Refer to **Appendix 1** for a breakdown of the Frankston City Council general election voters' roll.

### Amendments to the voters' roll

In accordance with section 250 of the LG Act, the VEC is able to amend any error or omission in the preparation, printing or copying of the voters' roll, or correct any misnomer or inaccurate description of any person, place or thing on the voters' roll. Following the passage of the LG Act, amendments to the voters' roll are to be certified by the VEC. All voters added to the roll were issued with a ballot pack. Where a voter was deleted from the roll after the mail-out of ballot material, the VEC had systems in place to ensure that returned ballot papers from the deleted voters could be identified and excluded from the extraction and count. Where roll amendments were required, the total number of voters on the roll was updated.

Following the close of roll, the VEC made seven amendments to the voters' roll, three additions and four deletions.

## Advertising and communication campaign

### State-wide advertising

The VEC delivered a state-wide advertising campaign to maximise public awareness and participation amongst all eligible voters. Campaign activities and consistent messaging were delivered across two phases – enrolment and voting – and through multiple traditional and emerging mediums, including radio, digital and social media, and offline/outdoor advertising.

## Frankston City Council

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### Statutory advertising

The VEC published a series of statutory notices throughout the election as required by the LG Act. The notices included critical information relevant to each milestone of the election timeline.

It is acknowledged that for the 2020 general election, Frankston City Council nominated a newspaper for the statutory notices however that nominated newspaper ceased circulation during the election period.

In 2020, the VEC established a new policy position for statutory advertising in alignment with the updated definition of 'publish' in the LG Act. The policy position included the following:

- all statutory and non-statutory election advertising would be published on the VEC website, and
- where available, all statutory and non-statutory election advertising would be published in local newspapers and/or other selected newspapers identified following consultation with the council.

Refer to **Appendix 2** for further information in relation to the statutory advertising.

### VEC website

The VEC provided council specific information regarding the election on its website under the '2020 local council election' page. The VEC website went live for the local government elections in early August 2020. Whilst some council specific data remained static during the election, the website was regularly updated with content relevant to the election and at each key milestone such as close of roll, nominations, voting and results.

### Media liaison

An online media webinar was held on Friday 21 August 2020. The webinar could be downloaded or accessed at a later time for those who were unable to participate live. The media briefing summarised the planning and timeline for the 2020 local government elections, and also provided a specific update in relation to the availability of election results in light of COVID-19.

Media outlets were provided with a media information booklet that outlined the election timeline and key messages, and provided the VEC's head office media contacts. The VEC's communication team supported each Election Manager as the primary media spokesperson in relation to each election.

The VEC's media liaison program principally featured staged media releases aimed to highlight key milestones during the election timeline, and capitalise on existing general news coverage. More information on the VEC's media release schedule is available at **Appendix 3**.

### Social media campaign

As part of its state-wide advertising campaign, the VEC used paid promotions on social media platforms including Facebook, Twitter, Instagram, LinkedIn, Snapchat and WeChat, targeting voters through audience segmentation.

This advertising was supported by a defined timeline of organic social media posts on the VEC's channels, designed to cover each of the key messages of the communication campaign to further extend the reach to the community and promote conversation about the democratic process.

### VEC VoterAlert advisories

Electors on the State enrolment register are able to sign up to the VEC's free SMS or email alert service VoterAlert, to receive reminder messages pertinent to elections that affect them. They can subscribe to receive SMS messages only, email only, or both SMS and email.

During the general election, the VEC used its VoterAlert service to send the following direct messages to those State-enrolled voters on the roll for the election.

The messages were rolled out in the following schedule:

Wednesday 19 August to Wednesday 26 August 2020 – 82,242 VoterAlert messages were sent by SMS and email reminding voters to enrol or update their details by the close of roll.

Friday 9 October to Friday 13 October 2020 – 83,154 VoterAlert messages were sent by SMS and email advising that the VEC had commenced posting ballot packs.

## Frankston City Council

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Monday 19 October 2020 – 82,797 VoterAlert messages were sent by SMS and email reminding voters that it was the last week to post their ballot material back to the VEC.

In mid-October, the VEC commenced sending its final VoterAlert – a reminder to post ballot packs by the voting deadline. Whilst approximately 900,000 of the 1.8 million voters scheduled to receive an alert were contacted it was identified that an unanticipated high volume of calls was received by both the VEC and councils as a result of the alert. Therefore, the VEC suspended the VoterAlert messages scheduled for the remaining 900,000 voters.

More information on the VEC's VoterAlert advisories is available at **Appendix 4**.

### Voter engagement

The VEC delivered an extensive voter engagement program. The program sessions were implemented throughout Victoria and were specific to local demographics. Please refer to **Appendix 5** to view the full list of initiatives for the 2020 local government elections. Due to the coronavirus (COVID-19) pandemic, the VEC's programs traditionally offered through face-to-face education and engagement were redesigned to comply with health, safety, social distancing and hygiene obligations.

### Blind and low vision services

Braille and large print ballot material was available to blind and low vision voters who had registered for these products by 5 pm on Tuesday 15 September 2020.

The VEC received and processed requests for two braille ballot material and seven large print ballot material for Frankston City Council.

### Interpreting services

The VEC engaged the Victorian Interpreting and Language Services' Language Link to provide a telephone interpreting service for telephone enquiries from voters who had a first language other than English. The VEC advertised direct lines for 20 languages other than English and a general line for all other languages.

### Telephone enquiry service

A local telephone enquiry service was provided at the election office from Wednesday 16 September 2020 until the close of voting, for enquiries regarding the election.

The local telephone enquiry service was supplemented by an overflow call centre at the VEC's head office. The overflow call centre received calls made directly to the VEC's head office line (131 VEC, 131 832 or +61 3 8620 1100 for callers outside of Australia) and diverted calls from the election office when the election office lines were at capacity. Additionally, email enquiries were received and processed through [info@vec.vic.gov.au](mailto:info@vec.vic.gov.au).

The types of calls that are typical during an election relate to:

- voting entitlements and compulsory voting obligations
- enrolment questions
- ballot pack had not been received
- ballot material was spoilt or destroyed, so replacement ballot material was required
- a voter advising that they were overseas or interstate
- queries regarding the content of the ballot pack.

A breakdown of the daily number of calls received by the telephone enquiry service and the overflow call centre in respect to the election is available at **Appendix 6**.

## Election Manager

The VEC maintains a pool of trained senior election officials located across the state to fill election management roles for State and local government elections. Election-specific training is provided to senior election officials prior to each election management appointment.

## Frankston City Council

The size of the election management team appointed for the conduct of an election is based on the size of the council. As required under the LG Act an Election Manager is appointed to conduct the election and is supported by one or more Assistant Election Managers for larger councils, or a senior election official for smaller councils.

In accordance with section 3 of the LG Act, the Electoral Commissioner appointed Peter Williams as the Election Manager for the 2020 Frankston City Council general election.

The appointed Assistant Election Managers were Warren Wills and Robert Gostelow.

## Election office

The Election Manager was responsible for the establishment and management of the election office located at 146 Young Street, Frankston. The election office was provided by the VEC.

In accordance with the VEC's COVIDSafe election plan, the election office was open to the public by appointment only. The election office was available for appointments from Wednesday 16 September until Friday 23 October 2020 between 9 am and 5 pm. Opening hours were extended on Thursday 22 October (9 am to 8 pm) and Friday 23 October (9 am to 6 pm) to allow for final enquiries and the hand-delivery of ballots prior to the close of voting. Enquiries regarding the election were also managed by phone.

## Candidates

Nominations for the election opened at 9 am on Thursday 17 September and closed at 12 noon on Tuesday 22 September 2020. Candidates were required to lodge their nomination forms in person at the election office. A \$250 nomination fee applied.

On Wednesday 9 September 2020, the Electoral Commissioner published a determination<sup>4</sup> establishing a framework for prospective candidates who were prevented from attending the election office due to health directions regarding COVID-19 under the *Public Health and Wellbeing Act 2008*. The determination outlined

<sup>4</sup> VEC 2020 Determination No.1 – Nominations from candidates impacted by COVID-19 Public Health Directions in respect to local government elections –

provisions for electronic lodgement of the nomination form and nomination fee for affected candidates.

## Candidate information

The VEC developed a suite of resources that were accessible to prospective candidates prior to the nomination period. From early September, candidates were able to access the VEC's information about the process of nominating and becoming a candidate for the election. The VEC's online *Candidate Helper*, accessible via the VEC website, went live on Thursday 3 September 2020. The *Candidate Helper* enabled candidates to pre-complete their nomination form and other forms online before lodging them with the Election Manager.

For the 2020 elections, the VEC's candidate information session was recorded and available for online streaming from the VEC website. The session was complemented by three state-wide interactive seminars consisting of a panel from the VEC's leadership and executive teams.

## Nominations

At the close of nominations, 35 candidates had nominated for election to council.

The following is a breakdown of candidate nominations per ward:

- North-East - 13 nominations
- North-West - 12 nominations
- South - 10 nominations

Ballot draws to determine the order in which the names would appear on the ballot paper were held at the election office following the close of nominations using the VEC's computerised ballot draw application.

See **Appendix 7** for the list of candidates in ballot draw order.

## Candidate statements and photos

In accordance with Regulation 39 of the Regulations, candidates were able to lodge a 300 word statement and submit a recent photograph

<https://www.vec.vic.gov.au/about-us/legislation/determinations>



## Frankston City Council

for inclusion in the ballot packs sent to voters. The deadline for the submission of candidate statements and photographs was 12 noon on Wednesday 23 September 2020.

See **Appendix 7.1** for a breakdown of submitted statements and photos, and **7.2** for the sample website version product.

### Candidate questionnaires

In accordance with Regulation 43 of the Regulations, candidates were able to complete and lodge their answers to a set of prescribed questions in addition to a statement and photograph. The Election Manager accepted questionnaire submissions lodged by all 35 candidates at the election.

The completed questionnaires were accessible to voters on the VEC website or by contacting the election office.

## Voting

### Redirection of ballot packs

The Regulations provide that a voter may – no later than the day the roll is certified (or a later date if specified by the Election Manager under Regulation 22(2)(f) of the Regulations) – make a request in writing to the Election Manager to have their postal ballot envelope redirected to another address. For the 2020 elections voters had until Thursday 17 September to submit requests for redirection.

The Election Manager received nine requests for redirection of ballot packs for the election.

### Early votes

A voter may request an early postal ballot envelope (early vote) prior to the general mail out of ballot packs. The Election Manager processes the request and issues the early vote if the request is assessed as reasonable. Requests for early votes could be processed from Wednesday 23 September 2020, the day after nominations closed, until the commencement of the general mail out of ballot packs on Tuesday 6 October 2020. Due to the timing of early votes, some early voters may not have had access to the candidate statements, photographs or questionnaires.

Due to the impact that COVID-19 restrictions had on election services for the 2020 elections, requests for early votes were managed by appointment.

The Election Manager did not receive any early vote requests for the election.

### Mail-out of ballot packs

The VEC mailed 107,214 ballot packs between Tuesday 6 October and Thursday 8 October 2020. See **Appendix 8** for a breakdown of the packs mailed out on each day during the general mail-out, noting that ballot packs were not mailed to any voters that had passed away between the close of the roll and generation of the mail-out file.

This included nine ballot packs that were redirected to alternative addresses for voters that had applied to redirect their ballot pack by Thursday 17 September 2020.

In accordance with Regulation 49(3) of the Regulations, no more than 35% of ballot packs were mailed or delivered to voters on any one day during the mail out period. All ballot packs were lodged with Australia Post under the priority paid delivery timetable.

The VEC liaised closely with Australia Post during the mail out period to confirm that ballot packs had been delivered to voters. The VEC received confirmation that all ballot packs had been delivered to delivery addresses by Wednesday 14 October 2020.

During the voting period, 2,244 ballot packs were returned to the election office by Australia Post as return-to-sender mail. Most of this mail was due to the addressee not residing at the address.

### Election office counter services

In order to safeguard the health and wellbeing of voters and VEC personnel in the COVID-19 environment, the VEC did not provide an over-the-counter replacement or unenrolled vote service at election offices in the Metropolitan Melbourne region (including Mitchell Shire Council) for the elections. Similar restrictions were initially imposed on election offices in Regional Victoria and were relaxed in the final weeks of voting. Voters were advised to request replacement or unenrolled ballot material by phone, which was sent to them by post.

## Frankston City Council

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### Unenrolled votes

Unenrolled votes are issued to people whose name cannot be found on the voters' roll but who claim they are entitled to vote at the election. The unenrolled ballot pack includes a declaration that is signed by the applicant and assessed by the Election Manager prior to either admitting or disallowing the vote.

The Election Manager issued two unenrolled votes and following relevant checks, one was admitted to the count.

### Replacement ballot packs

Following the general mail-out of ballot packs, a voter who claimed that their ballot pack had not been received, or had been lost, spoilt or destroyed, could apply to the Election Manager for a replacement ballot pack. Requests for replacement ballot packs within metropolitan councils were processed and fulfilled at the election office then lodged at the local postal facility. In order to assist in the mail turnaround time for regional councils, the VEC established a centralised postal vote issuing service at head office. Replacement vote requests were processed at the election office and fulfilled and lodged with Australia Post from the VEC in Melbourne.

The Election Manager issued 1,856 replacement ballot packs across all wards during the voting period. Please refer to **Schedule 1** for further information on replacement ballot packs issued.

### Return of ballot paper envelopes

Voters were provided with a priority reply-paid envelope for the return of their ballot paper envelope containing their completed ballot paper. The return mail was delivered to the election office from local postal facilities or mail distribution centres. Voters who chose to hand-deliver their vote to the election office were able to do so by placing their ballot paper envelope containing their completed ballot paper into ballot boxes located at the election office. The ballot boxes allowed voters to drop off their ballot envelopes without interaction with staff, therefore remaining compliant with a COVIDSafe election<sup>5</sup>.

As ballot paper envelopes were returned, they were progressively checked by the election management team to ensure they had been signed by the voter. Additionally, processes were in place to ensure that only one returned ballot from any one voter could proceed to the extraction and count.

The Election Manager received a total of 69,360 returned ballot paper envelopes across all wards by the close of voting at 6 pm on Friday 23 October 2020.

The Regulations provide that the Election Manager can accept returned ballot paper envelopes up until 12 noon on the Friday following the close of voting, if satisfied that the ballot paper envelope was completed by the voter prior to the close of voting. The Election Manager accepted 19,384 ballot paper envelopes across all wards during the extended postal vote receipt period.

The total returned ballot paper envelopes for Frankston City Council was 88,744.

The Election Manager set aside 3,192 returned ballot paper envelopes that were not admitted to the extraction and counting process due to the voter not having signed the declaration envelope or, in the case of unenrolled declaration votes, an entitlement was not found for the person, or the declaration envelope was not returned with the vote.

Refer to **Schedule 1** for the total certified record of ballot papers and declaration envelopes across all wards.

## Results

### Extraction

A total of 85,552 ballot paper envelopes were admitted to the extraction process.

The extraction of ballot papers occurred at the election office commencing on Monday 26 October. The extraction of all admitted ballot paper envelopes was completed on Saturday 31 October, following the close of the extended postal vote receipt period.

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<sup>5</sup> "VEC COVIDSafe election plan" - <https://www.vec.vic.gov.au/about-us/publications/local-council-election-reports-and-plans>

## Frankston City Council

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The extraction process involved separating the declaration flaps containing voters' details from each admitted ballot paper envelope, and then extracting the ballot papers from the envelopes. This two-stage process maintains anonymity and ensures the number of envelopes is tracked for ongoing reconciliation.

Any returned ballot paper envelopes found not to contain a ballot paper, or that contained more than one ballot paper, were required to be rejected and could not be counted. There were 235 returned ballot paper envelopes rejected during the extraction activity.

Following the extraction of ballot papers from the ballot paper envelopes, a total of 85,317 ballot papers proceeded to the count.

### Computer count

Following the extraction of ballot papers admitted to the count for Frankston City Council, preferences on ballot papers were data entered into the VEC's computer counting application at the Sandown Park Racecourse, 591-659 Princes Hwy, Springvale. The application distributes preferences using the proportional representation method once data entry of ballot paper preferences is complete. The computer count information session explaining the process was recorded and available for online streaming from the VEC website from Monday 19 October 2020. Results were calculated at the election office on Wednesday 4 November.

The provisional results were published to the VEC website as they became available. Results were updated as finalised<sup>6</sup> once declarations had taken place.

For a breakdown of the first preference results by ward, refer to **Appendix 9**.

### Recounts

At any time before a candidate is declared as elected, a recount may be initiated by the Election Manager or requested in writing by a candidate stating the reasons for their request. Such requests are assessed by the Election Manager supported by the VEC and either accepted or declined.

The Election Manager did not receive any requests for a recount following the count for Frankston City Council.

### Declaration of results

The declaration of results was scheduled later than at previous elections, due to the impact of COVID-19 restrictions on extraction and counting timelines. As per the Service Plan, the latest date for all results declarations to have been completed was Friday 13 November 2020.

The results of the 2020 Frankston City Council general election were declared at 12 noon on Wednesday 4 November 2020 at the Election Office, 146 Young Street, Frankston.

The VEC website was updated following the declaration to reflect the elected candidates from the election.

## Election statistics

### Participation

Participation is measured by the number of marks on the roll as a percentage of the total enrolment and can vary from turnout. The overall participation rate in the Frankston City Council election was 82.35%, which is lower than the State average of 84.12% (excluding Melbourne City Council) and higher than the 71.68% rate at the 2016 Frankston City Council general election.

Analysis of voter participation for the different enrolment categories shows that participation is higher for voters who are enrolled on the EC's List (84.18%) compared to voters enrolled on the CEO's List (61.84%).

Refer to **Appendix 10** for further information on participation, including a breakdown by enrolment category.

### Turnout

Voter turnout is measured by the number of formal and informal ballot papers counted in the election as a percentage of voters on the voters' roll for the election.

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<sup>6</sup> A preference distribution report can be found at [2020 council election results | Victorian Electoral Commission \(vec.vic.gov.au\)](https://2020.council.election.results.vic.gov.au/).

## Frankston City Council

The overall voter turnout for the 2020 Frankston City Council general election was 79.58%. This is compared to the State average turnout of 81.47% (excluding Melbourne City Council). The voter turnout at the 2016 general election for council was 70.65%.

### Informality

The overall informal voting rate recorded at the 2020 Frankston City Council general election was 6.11%, compared with the State average of 4.76%. An informality rate of 6.12% was recorded at the Frankston City Council general election held in October 2016.

## Complaints

### Type of complaints

At local government elections, complaints generally fall into two broad categories:

#### 1. The conduct of participants in the election.

Complaints about the conduct of candidates and other participants in the election, at times alleging a breach of the LG Act or local laws.

#### 2. The administration of the election.

Complaints about the conduct of the election and services to voters.

The majority of complaints at the 2020 local government elections related to category one, often where the complainant alleged inappropriate or illegal action by another person or group associated with the election.

### Complaints process

The VEC operates a streamlined complaints process during elections, developed in consultation with local councils and enforcement agencies. The process requires complaints to be lodged in writing, and they are then processed through the VEC's head office. For the 2020 local government elections, customers were able to provide feedback and complaints through an online submission form on the VEC's website.

Each complaint is evaluated, and an appropriate course of action is determined. Complaints alleging a breach of the LG Act, for example, are forwarded to the Local Government Inspectorate (LGI). Complaints relating to local laws are referred to council. Complaints about the VEC's

services or the behaviour or actions of VEC staff and election officials are the responsibility of the VEC. In these cases, the VEC investigates the matter and determines the most appropriate response. The VEC committed to responding to each complaint within five working days, however due to the unanticipated high volume of complaints received this extended in some instances.

### Complaints received

The VEC received 34 written complaints relating to the election for Frankston City Council. Please see **Appendix 11** for a description of complaints received by the VEC.

## Post-election activities

### Storage of election material

All records from the election will be kept by the VEC safely and secretly in accordance with Regulation 79 of the Regulations.

### Refund of nomination fees

Nomination fees were refunded to eligible candidates on Thursday 10 December 2020. Eligible candidates included elected candidates or those who received at least 4% of the first preference vote. Any forfeited nomination fees were remitted to Council on 10 December 2020.

### Courts and tribunals

The Victorian Civil and Administrative Tribunal (VCAT) is responsible for hearing disputes on the validity of an election under section 311 of the LG Act.

Applications for a review of the declaration of the results of an election must be lodged within 14 days of the election and can be made by a candidate in the election, 10 persons who were entitled to vote at the election, or the VEC.

There were no applications to the VCAT disputing the result of the Frankston City Council general election.

## Frankston City Council

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### Non-voter follow up

In accordance with section 267 of the LG Act, the VEC has commenced its compulsory voting enforcement program. Any person who was required to vote at the election and failed to vote will be issued with an Apparent Failure to Vote Notice. Apparent non-voters have 28 days in which to respond.

People who do not respond to that notice, or do not provide a satisfactory response to the notice, may be issued with an Infringement Notice that will incur a penalty. Further follow-up by way of a Penalty Reminder Notice may also take place – this stage includes the original penalty and a Penalty Reminder Notice fee. Penalties collected on behalf of council will be reimbursed at the end of the Infringement and Penalty Reminder Notice stages.

Additionally, during the Infringement and Penalty Reminder Notice stages, non-voters may request for their matter to proceed directly to the Magistrates' Court.

Any such requests will be actioned at the conclusion of the Infringement and Penalty Reminder Notice stages. The VEC will lodge the file of any remaining non-voters with Fines Victoria at the conclusion of the Penalty Reminder Notice stage.

### Evaluating the VEC's services

The VEC is committed to providing high quality election services to its local government clients. Through the VEC's formal feedback and debriefing program, the VEC is able to gauge its performance and seek advice for future local government election projects.

#### Feedback from councils

The VEC invited feedback from councils on its services in December 2020. Additional feedback can be provided to the Program Manager for Local Government elections by emailing [LGProgram2020@vec.vic.gov.au](mailto:LGProgram2020@vec.vic.gov.au).

### Internal debriefing program

After every electoral event, the VEC conducts an internal debriefing program which includes input from all areas across the VEC's workforce. Internal debriefing following the local government elections commenced in December 2020. In due course, the VEC will publish a consolidated report on its performance and key statistics from the elections. This report will be tabled in Parliament and available on the VEC website.

Frankston City Council

## Schedule 1: Record of ballot papers and declaration envelopes

### Frankston City Council North-East Ward election

#### BALLOT PAPERS PRINTED

Victorian Electoral Commission	44,750
Election Manager	0
<b>Total</b>	<b>44,750</b>

#### BALLOT PAPERS ISSUED

General mail out	39,201
Early and replacement votes	581
Unenrolled declaration votes	1
Spoilt	0
<b>Sub total</b>	<b>39,783</b>
Unused	4,967
<b>Total</b>	<b>44,750</b>

#### DECLARATIONS RETURNED

General mail out admitted to the extraction	31,914
Early and replacement votes admitted to the extraction	379
Unenrolled declaration votes admitted to the extraction	1
Returned declarations unable to admit to extraction	1,149
Declarations returned to sender	704
<b>Sub total</b>	<b>34,147</b>
Declarations not returned	5,636
<b>Total</b>	<b>39,783</b>



Frankston City Council

**Frankston City Council North-West Ward election**

**BALLOT PAPERS PRINTED**

Victorian Electoral Commission	36,750
Election Manager	0
<b>Total</b>	<b>36,750</b>

**BALLOT PAPERS ISSUED**

General mail out	32,625
Early and replacement votes	605
Unenrolled declaration votes	0
Spoilt	0
<b>Sub total</b>	<b>33,230</b>
Unused	3,520
<b>Total</b>	<b>36,750</b>

**DECLARATIONS RETURNED**

General mail out admitted to the extraction	24,020
Early and replacement votes admitted to the extraction	358
Unenrolled declaration votes admitted to the extraction	0
Returned declarations unable to admit to extraction	1,013
Declarations returned to sender	757
<b>Sub total</b>	<b>26,148</b>
Declarations not returned	7,082
<b>Total</b>	<b>33,230</b>

Frankston City Council

Frankston City Council South Ward election	
<b>BALLOT PAPERS PRINTED</b>	
Victorian Electoral Commission	39,750
Election Manager	0
<b>Total</b>	<b>39,750</b>
<b>BALLOT PAPERS ISSUED</b>	
General mail out	35,388
Early and replacement votes	670
Unenrolled declaration votes	1
Spoilt	0
<b>Sub total</b>	<b>36,059</b>
Unused	3,691
<b>Total</b>	<b>39,750</b>
<b>DECLARATIONS RETURNED</b>	
General mail out admitted to the extraction	28,489
Early and replacement votes admitted to the extraction	391
Unenrolled declaration votes admitted to the extraction	0
Returned declarations unable to admit to extraction	1,031
Declarations returned to sender	783
<b>Sub total</b>	<b>30,694</b>
Declarations not returned	5,365
<b>Total</b>	<b>36,059</b>

Frankston City Council

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## Schedule 2: Certification statement

In accordance with Regulation 77, I certify that Schedule 1 of this report on the conduct of the 2020 Frankston City Council local government election is a true and correct account of the number of ballot papers issued, returned and not used in this election and declarations not returned.



Warwick Gately AM  
Electoral Commissioner

Frankston City Council

## Appendix 1: Breakdown of the voters' roll

### Frankston City Council

Voters enrolled through an entitlement under section 241 of the LG Act	98,449
Voters enrolled through entitlements under sections 242 – 245 of the LG Act	8,767
<b>Total</b>	<b>107,216</b>

### North-East Ward election

Voters enrolled through an entitlement under section 241 of the LG Act	36,797
Voters enrolled through entitlements under sections 242 – 245 of the LG Act	2,404
<b>North-East Ward election total</b>	<b>39,201</b>

### North-West Ward election

Voters enrolled through an entitlement under section 241 of the LG Act	28,773
Voters enrolled through entitlements under sections 242 – 245 of the LG Act	3,853
<b>North-West Ward election total</b>	<b>32,626</b>

### South Ward election

Voters enrolled through an entitlement under section 241 of the LG Act	32,879
Voters enrolled through entitlements under sections 242 – 245 of the LG Act	2,510
<b>South Ward election total</b>	<b>35,389</b>

Frankston City Council

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## Appendix 2: Statutory advertising

### Frankston City Council election schedule of public notices

#### Close of roll notice (see Appendix 2.1 for example)

VEC Website

8 August 2020

#### Notice of election (see Appendix 2.2 for example)

VEC Website

31 August 2020

#### Voting details notice (see Appendix 2.3 for example)

VEC Website

28 September 2020

#### Reminder notice (see Appendix 2.4 for example)

VEC Website

12 October 2020

#### Notice of result (see Appendix 2.5 for example)

VEC Website


23 November 2020

## Frankston City Council

### Appendix 2.1: Close of roll notice for Frankston City Council

## Frankston City Council postal election

Your council, your vote



**You must be enrolled to vote**

A general election will be held for Frankston City Council in October 2020. To be able to vote in the election, you must be enrolled by the close of roll at 4 pm on Friday 28 August 2020. Two categories of voters can be enrolled to vote in the Frankston City Council election: State-enrolled voters and Council-enrolled voters.

**State-enrolled voters**

**Am I enrolled to vote?**

You are automatically enrolled for this election if:

- you will be 18 years of age or over on Saturday 24 October 2020 AND
- you live in the City of Frankston AND
- you are on the State electoral roll for your current address.

**You need to enrol if:**

- you are an Australian citizen aged 18 or over on Saturday 24 October 2020 AND
- you live in the City of Frankston and you are not on the State electoral roll OR
- you have lived at your current residential address within the City of Frankston for at least a month and have not yet updated your enrolment details, including any changes to your postal address.

**How do I enrol?**

You can enrol online at [vec.vic.gov.au](http://vec.vic.gov.au)

You can also download an enrolment form from the website. All enrolment applications must be received by the Victorian Electoral Commission by the close of roll at 4 pm on Friday 28 August 2020.

**How can I check my State enrolment?**

You can check your enrolment details online at [vec.vic.gov.au](http://vec.vic.gov.au) at any time, or call 1300 805 478.

**Council-enrolled voters**

**Am I enrolled to vote?**

To be a Council-enrolled voter, you must be:

- 18 years of age or over on Saturday 24 October 2020 AND
- not a State-enrolled voter within the City of Frankston.

You are automatically enrolled for this election if you were enrolled as a non-resident owner at the most recent election for your local area. This includes any by-elections held since the last general election.

If your circumstances have changed since the most recent election and you are no longer a non-resident owner of that property, you will not be automatically enrolled for this election. Depending on your circumstances, you may still be eligible to apply to be enrolled as a Council-enrolled voter.

**Who else can enrol & vote?**

You may also apply to enrol if:

- you have purchased a rateable property in the City of Frankston since the last election or by-election and you are not automatically enrolled OR
- you are not an Australian citizen and you live in, and pay rates for, a property within the City of Frankston OR
- you pay rates on a property you occupy in the City of Frankston, for example you are a shop tenant and pay rates to the Council for the tenancy, and you have no other voting entitlement within the City of Frankston OR
- you are a director or company secretary of a corporation that pays rates to Frankston City Council and you have no other voting entitlement within the City of Frankston.

**How do I apply to be a Council-enrolled voter?**

If you meet any of the mentioned criteria and wish to enrol, contact Frankston City Council on 1300 322 322 for a council enrolment form. Council enrolment forms must be received by the Council by the close of roll at 4 pm on Friday 28 August 2020.

**How can I check if I am Council-enrolled?**

You can check your enrolment details by contacting the Council on 1300 322 322.

**Thinking about standing for election?**

Candidate requirements have recently changed. To nominate as a candidate for Frankston City Council, you must:

- be an Australian citizen and enrolled on the voters' roll for Frankston City Council AND
- be eligible to become a councillor should you be elected AND
- have completed the mandatory candidate training before lodging your nomination with the Election Manager.

For further information, visit [vec.vic.gov.au](http://vec.vic.gov.au)

**Enrolment closes**

**4 pm Friday 28 August**

State-enrolled voters can register for free VoterAlert SMS and email reminders at [vec.vic.gov.au](http://vec.vic.gov.au)

[vec.vic.gov.au](http://vec.vic.gov.au) | 131 832


For enquiries in languages other than English call our interpreting service:

• 1800 1300 1300 Arabic • 1800 1300 1300 Bosnian • 1800 1300 1300 Cantonese • 1800 1300 1300 Croatian • 1800 1300 1300 Dari • 1800 1300 1300 English • 1800 1300 1300 Greek • 1800 1300 1300 Italian • 1800 1300 1300 Korean • 1800 1300 1300 Macedonian • 1800 1300 1300 Mandarin • 1800 1300 1300 Persian • 1800 1300 1300 Polish • 1800 1300 1300 Russian • 1800 1300 1300 Serbian • 1800 1300 1300 Somali • 1800 1300 1300 Spanish • 1800 1300 1300 Turkish • 1800 1300 1300 Vietnamese • All other non-English languages 1800 1300

Authorised by W. Gately, AM, Electoral Commissioner, 530 Collins Street, Melbourne, Victoria.

@electcomvic

Facebook Twitter Instagram

 Victorian Electoral Commission





## Frankston City Council

### Appendix 2.2: Notice of election for Frankston City Council

## Frankston City Council postal election

Your council, your vote

### Vote by post this October

#### Voting

Ballot packs will be mailed to voters enrolled in the Frankston City Council election from Tuesday 6 October 2020. Return your completed ballot material by mail ASAP or hand-deliver it to the Election Manager by the close of voting at 6 pm on Friday 23 October 2020.

#### If you will be away

If you will be away when ballot packs are mailed, or your address has changed since Friday 28 August 2020, you can request for your ballot pack to be redirected by writing to:

Election Manager  
Frankston City Council election  
c/- Victorian Electoral Commission  
Level 11, 530 Collins Street  
Melbourne VIC 3000

Alternatively, you can email your request to: [redirections@vec.vic.gov.au](mailto:redirections@vec.vic.gov.au)

Please include the address for redirection. Each voter requesting redirection must sign their request.

Requests for redirection must be received by Thursday 17 September 2020.

#### Large print and braille ballot papers

Large print or braille ballot papers are available for voters who are blind or have low vision—please register by Tuesday 15 September 2020. To register, call (03) 8620 1222 during business hours.

### Request an early postal vote

To apply for an early postal vote, contact the Election Manager from Wednesday 23 September 2020 on (03) 8619 1420 and make an application. You must provide a valid reason.

### How to nominate as a candidate

Candidate requirements have recently changed. To nominate as a candidate, you must:

- be an Australian citizen and enrolled on the voters' roll for Frankston City Council AND
- be eligible to become a councillor should you be elected AND
- have completed the mandatory candidate training before lodging your nomination with the Election Manager.

To nominate, complete the nomination form and lodge it with the Election Manager together with the \$250 nomination fee. Nomination forms can be lodged by appointment during business hours from Thursday 17 September 2020 until 12 noon on Tuesday 22 September 2020 at:

146 Young Street, Frankston

Visit [vec.vic.gov.au](http://vec.vic.gov.au) for more information and to pre-complete your nomination form using the online Candidate Helper. The online Candidate Helper will be available from Thursday 3 September 2020.

If you use the online Candidate Helper, print your pre-completed form and make an appointment to lodge it with the Election Manager along with the nomination fee.

Call the Election Manager from Wednesday 16 September 2020 on (03) 8619 1420 to make a nomination appointment.

### Online candidate information session

Due to COVID-19 restrictions, the VEC's recorded candidate information session can be streamed online from Thursday 3 September 2020 complemented by state-wide interactive candidate seminars based on the information video. To watch the information session or find out how to join an online interactive seminar, visit [vec.vic.gov.au](http://vec.vic.gov.au)

### Nominations close

12 noon Tuesday 22 September

State-enrolled voters can register for free VoterAlert SMS and email reminders at [vec.vic.gov.au](http://vec.vic.gov.au)

[vec.vic.gov.au](http://vec.vic.gov.au) | 131 832

For enquiries in languages other than English call our interpreting service:


• Arabic 0200 0190 Arabic • Bosnian 0200 0191 Bosnian • Cantonese 0200 0101 Cantonese • Croatian 0200 0102 Croatian • Urdu 0200 0103 Urdu  
 • Dinka 0200 0104 Dinka • Ewe 0200 0105 Ewe • Filipino 0200 0106 Filipino • French 0200 0107 French • German 0200 0108 German • Greek 0200 0109 Greek • Hindi 0200 0110 Hindi  
 • Indonesian 0200 0111 Indonesian • Italian 0200 0112 Italian • Japanese 0200 0113 Japanese • Korean 0200 0114 Korean • Macedonian 0200 0115 Macedonian  
 • Malay 0200 0116 Malay • Marathi 0200 0117 Marathi • Persian 0200 0118 Persian • Polish 0200 0119 Polish • Portuguese 0200 0120 Portuguese • Punjabi 0200 0121 Punjabi  
 • Romanian 0200 0122 Romanian • Russian 0200 0123 Russian • Serbian 0200 0124 Serbian • Somali 0200 0125 Somali • Spanish 0200 0126 Spanish  
 • Tagalog 0200 0127 Tagalog • Vietnamese 0200 0128 Vietnamese • All other non-English languages 0200 0129

Authorised by W. Gately, AM, Electoral Commissioner, 530 Collins Street, Melbourne, Victoria.

### Appendix 2.3: Voting details notice for Frankston City Council

## Frankston City Council postal election

Your council, your vote



### Check the mail for your ballot pack

Ballot packs containing voting material will be mailed to enrolled voters from Tuesday 6 October 2020.

This is a postal election only.

If you do not receive your ballot pack by Friday 16 October 2020, please call (03) 8619 1420 during office hours to arrange a replacement.

### How to vote correctly

You must complete your ballot paper correctly for your vote to count. Put the number 1 in the box next to the candidate you most want to see elected, then number ALL the other boxes in order of your choice. You must number EVERY BOX and only use each number once.

### How to return your completed ballot paper

Follow the instructions on your ballot paper to complete your vote. To return your completed ballot paper, put it in the ballot paper envelope then use the reply-paid envelope provided or hand-deliver it during office hours to:

146 Young Street, Frankston

### Voting is compulsory

Voting is compulsory for all voters who were on the State roll at 4 pm on Friday 28 August 2020.

You may be fined if you do not vote — this includes homeowners and tenants.

You are encouraged to vote, but you will not be fined if you don't vote, if:

- you live outside this local council area OR
- you are enrolled directly with the Council to be on the voters' roll for this election.

### Your completed ballot pack must be in the mail or hand-delivered by 6 pm\* Friday 23 October

\*Local mail clearance times vary. Ballot packs must be mailed before final clearance times in the last week of voting. Don't risk a fine.

State-enrolled voters can register for free VoterAlert SMS and email reminders at [vec.vic.gov.au](http://vec.vic.gov.au)

[vec.vic.gov.au](http://vec.vic.gov.au) | (03) 8619 1420

For enquiries in languages other than English call our interpreting service:

• Arabic 0200 0190 Arabic • Bosnian 0200 0191 Bosnian • Cantonese 0200 0101 Cantonese • Croatian 0200 0102 Croatian • Urdu 0200 0103 Urdu  
 • Dinka 0200 0104 Dinka • Ewe 0200 0105 Ewe • Filipino 0200 0106 Filipino • French 0200 0107 French • German 0200 0108 German • Greek 0200 0109 Greek • Hindi 0200 0110 Hindi  
 • Indonesian 0200 0111 Indonesian • Italian 0200 0112 Italian • Japanese 0200 0113 Japanese • Korean 0200 0114 Korean • Macedonian 0200 0115 Macedonian  
 • Malay 0200 0116 Malay • Marathi 0200 0117 Marathi • Persian 0200 0118 Persian • Polish 0200 0119 Polish • Portuguese 0200 0120 Portuguese • Punjabi 0200 0121 Punjabi  
 • Romanian 0200 0122 Romanian • Russian 0200 0123 Russian • Serbian 0200 0124 Serbian • Somali 0200 0125 Somali • Spanish 0200 0126 Spanish  
 • Tagalog 0200 0127 Tagalog • Vietnamese 0200 0128 Vietnamese • All other non-English languages 0200 0129


Authorised by W. Gately, AM, Electoral Commissioner, 530 Collins Street, Melbourne, Victoria.

## Frankston City Council

### Appendix 2.4: Reminder notice for Frankston City Council

### Frankston City Council postal election

Your council, your vote



#### Check the mail for your ballot pack

Ballot packs containing voting material were mailed to enrolled voters from Tuesday 6 October 2020.

**This is a postal election only.**

If you do not receive your ballot pack by **Friday 16 October 2020**, please call (03) 8619 1420 during office hours to arrange a replacement.

#### How to vote correctly

You must complete your ballot paper correctly for your vote to count. Put the number 1 in the box next to the candidate you most want to see elected, then number **ALL** the other boxes in order of your choice. You must number **EVERY BOX** and only use each number once.

#### How to return your completed ballot paper

Follow the instructions on your ballot paper to complete your vote. To return your completed ballot paper, put it in the ballot paper envelope then use the reply-paid envelope provided or hand-deliver it during office hours to:

140 Young Street, Frankston

#### Voting is compulsory

Voting is compulsory for all voters who were on the State roll at 4 pm on **Friday 28 August 2020**.

**You may be fined if you do not vote** — this includes homeowners and tenants.

You are encouraged to vote, but you will not be fined if you don't vote, if:

- you live outside this local council area **OR**
- you are enrolled directly with the Council to be on the voters' roll for this election.

#### Your completed ballot pack must be in the mail or hand-delivered by 6 pm\* Friday 23 October

\*Local mail clearance times vary. Ballot packs must be mailed before final clearance times in the last week of voting. Don't risk a fine.




State-enrolled voters can register for free VoterAlert SMS and email reminders at [vec.vic.gov.au](http://vec.vic.gov.au)


[vec.vic.gov.au](http://vec.vic.gov.au) | (03) 8619 1420

For enquiries in languages other than English call our interpreting service:  
• 0800 000 0100 Arabic • 0800 0100 0100 Hindi • 0800 0100 0100 Vietnamese • 0800 0100 0100 Cantonese • 0800 0100 0100 Croatian • 0800 0100 0100 Dari • 0800 0100 0100 English • 0800 0100 0100 Greek • 0800 0100 0100 Italian • 0800 0100 0100 Japanese • 0800 0100 0100 Korean • 0800 0100 0100 Macedonian • 0800 0100 0100 Mandarin • 0800 0100 0100 Persian • 0800 0100 0100 Russian • 0800 0100 0100 Serbian • 0800 0100 0100 Somali • 0800 0100 0100 Spanish • 0800 0100 0100 Turkish • 0800 0100 0100 Urdu • All other non-English languages 0800 0100

Authorised by W. Gately, AM, Electoral Commissioner, 530 Collins Street, Melbourne, Victoria.

@electionsvic


  

 **Victorian Electoral Commission**

### Appendix 2.5: Notice of results for Frankston City Council

### Frankston City Council election

Declaration of results



The following candidates were elected to the Frankston City Council at the general election held in October 2020:

<b>North-East Ward</b>	<b>South Ward</b>
CONROY, Nathan (1st elected)	HILL, Brad (1st elected)
ASKER, David (2nd elected)	HARVEY, Claire (2nd elected)
TAYLER, Suzette (3rd elected)	HUGHES, Liam (3rd elected)
<b>North-West Ward</b>	
HUGHES, Steven (1st elected)	
BOLAM, Kris (2nd elected)	
BAKER, Sue (3rd elected)	




Further details about the results are available at [vec.vic.gov.au](http://vec.vic.gov.au)


**Peter Williams**  
Election Manager  
Wednesday 4 November 2020

[vec.vic.gov.au](http://vec.vic.gov.au) | 131 832

Authorised by W. Gately, AM, Electoral Commissioner, 530 Collins Street, Melbourne, Victoria.

@electionsvic

 **Victorian Electoral Commission**

Frankston City Council

## Appendix 3: Schedule of media releases and advisories

### Frankston City Council Council-specific media releases and advisories

Enrol now for the Frankston City Council election	7 August 2020
Call for candidates for the upcoming Frankston City Council election	24 August 2020
Candidates announced for the Frankston City Council election	23 September 2020
Ballot packs mailed this week for Frankston City Council election	5 October 2020
Voting closes soon for the Frankston City Council election	12 October 2020
New councillors for Frankston City Council	4 November 2020

### Statewide media releases and advisories

Victorians urged to enrol for upcoming council elections	7 August 2020
October local council elections to proceed under COVIDSafe election plan	19 August 2020
Last chance to enrol for Victorian council elections	21 August 2020
Enrolment closes tomorrow for October's council elections	26 August 2020
Nominations open soon for Victorian local council elections	31 August 2020
Council election information one click away on VEC website	4 September 2020
Accessing candidate information for the 2020 Victorian local council elections	14 September 2020
Victorian voters encouraged to sign up for free election reminders	16 September 2020
Nominations are in for the October council elections	23 September 2020
Authority granted for postal vote contingency	30 September 2020
Voting underway for Victoria's local council elections	5 October 2020
Mobile numbers not from VEC	12 October 2020
Local council elections voting deadline looms	19 October 2020
Strong voter response to local council elections	20 October 2020
Results timeline for Victorian local council elections (media advisory, not for publication)	21 October 2020
Final day of voting shows high voter turnout for council elections	23 October 2020
VEC won't risk public health for quick results in record turnout	28 October 2020
A win for democracy in a challenging year	13 November 2020
Didn't vote in the election? Please explain.	8 February 2021

Frankston City Council

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## Appendix 4: VoterAlert advisories

### Appendix 4.1: SMS alerts

#### 4.1.1 close of roll – sent from Wednesday 19 August to Wednesday 26 August 2020

V

Council elections will be held by post in October. Make sure you are correctly enrolled by 4pm 28 Aug. More info or unsubscribe at: <https://voteralert.vec.vic.gov.au/s/tohMhA5l>

#### 4.1.2 mail out of ballot pack Friday 9 October to Friday 13 October 2020

V

VEC has posted a ballot pack to your enrolled address. Voting in council elections is compulsory. More info or unsubscribe at: <https://voteralert.vec.vic.gov.au/s/ufDvSR07>

#### 4.1.3 reminder close of voting - Monday 19 October 2020


V

Council elections: voting closes 6pm Friday. Post your vote or return it to your election office ASAP. More info or unsubscribe: <https://voteralert.vec.vic.gov.au/s/usSUBkIM>

## Frankston City Council

### Appendix 4.2: Email alerts

#### 4.2.1 Close of roll email

**VoterAlert** Victorian Electoral Commission

### 2020 Local council elections

Hello,

Local council elections will be held in Victoria by post this October. It is important that you are correctly enrolled so you receive a ballot pack at your correct address.

**Enrolment closes at 4 pm on Friday 28 August 2020.**

If you haven't changed your postal address, residential address or name, there is no need to do anything.

#### Are your details up to date?

You can check your details online on the VEC's Check My Enrolment portal. Complete all fields, making sure you:

- enter your first and middle names in the 'Given names' field
- start to enter your suburb and pick it from the list suggested
- start to enter your street name only and pick it from the list suggested

[CHECK MY ENROLMENT](#)

Do you need to update your details?

[CHANGE MY DETAILS](#)

#### Are you eligible to vote in another council?

In a council election, there are two types of enrolment: State enrolment and council enrolment.

You are receiving this message because you are State-enrolled.

But, if you own property or pay rates in another council, you may be enrolled or eligible to enrol directly with that council.

Find out more: [Enrolling for council elections](#)

#### Do I have to vote at these elections?

Voting is compulsory for State-enrolled voters. Don't risk a fine!

If you are on the roll for Melbourne City Council, it is also compulsory for council enrolled voters to vote.




[FIND OUT MORE](#)

Authorised by W. Gately, AM, Electoral Commissioner, 530 Collins Street, Melbourne, Victoria

Our mailing address is:  
Level 11, 530 Collins Street, Melbourne VIC 3000

This message was sent to you by the Victorian Electoral Commission because your contact details are listed on the Victorian electoral roll.

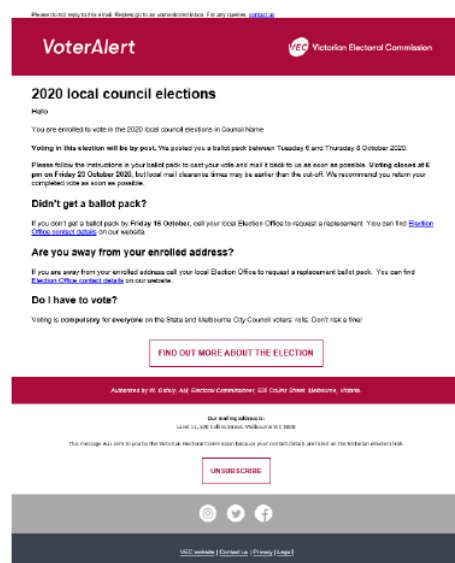
[UNSUBSCRIBE](#)



[VEC website](#) | [Contact us](#) | [Privacy](#) | [Legal](#)

## Frankston City Council

### 4.2.2 Ballot Pack mailing email





## Frankston City Council

### 4.2.3 Last week to vote email

Please do not reply to this email. Replies go to an unmonitored inbox. For any queries, [contact us](#).

**VoterAlert**



#### 2020 local council elections

Disregard this email if you have already voted.

Hello

You are enrolled to vote in the 2020 local council elections in Council Name Council.

Voting closes 6 pm this Friday 21 October.

#### How to vote

As soon as possible, make sure you:

mail your completed ballot paper in the reply-paid envelope provided

OR

drop your completed ballot paper off at [your local Election Office](#).

Please note: voting closes at 6 pm on Friday 22 October. However, local mail clearance times vary and we recommend you return your completed vote as soon as possible.

#### Didn't get a ballot pack?

If you haven't received a ballot pack, [check our website to understand your options](#).

#### Do I have to vote?

Voting is compulsory for everyone on the State and Melbourne City Council voters' rolls. Don't risk a fine!

[FIND OUT MORE ABOUT THE ELECTION](#)

Authorised by W. Gately, AM, Electoral Commissioner, 530 Collins Street, Melbourne, Victoria.

#### Our mailing address is:

Level 11, 530 Collins Street, Melbourne VIC 3000

This message was sent to you by the Victorian Electoral Commission because your contact details are listed on the Victorian electoral roll.

[UNSUBSCRIBE](#)



[VEC website](#) | [Contact us](#) | [Privacy](#) | [Legal](#)

Frankston City Council

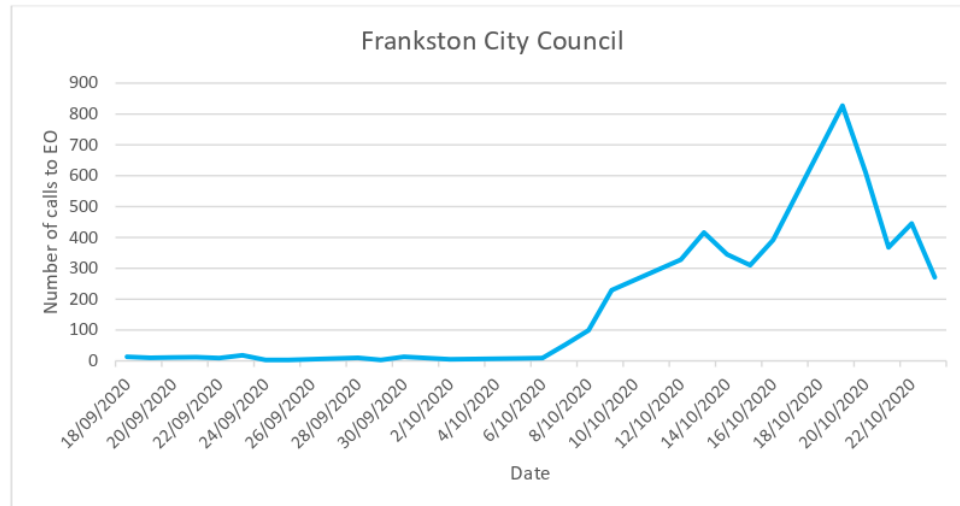
## Appendix 5: Voter engagement program and initiatives

Program	Program Details
Be Heard Democracy Ambassador program	This program normally provides face-to-face electoral education sessions and was adapted to an online delivery model, providing peer-led electoral education to residents in specialist disability services and culturally and linguistically diverse (CALD) communities. A total of 47 sessions were provided to people with disabilities and a total of 80 sessions were provided to CALD communities through councils and community organisations hosting online sessions.
Myth busting campaign.	This offline campaign addressed myths around enrolling and voting for those experiencing homelessness or with unstable housing. Four myths were dispelled and displayed on billboards and street posters, in metropolitan Melbourne areas with high populations of people experiencing homelessness. During the enrolment period, no-fixed-address enrolment forms were distributed with 4,500 meals to those suffering financial hardship, through a sponsorship with StreetSmart. This partnership included social media and Electronic Direct Mail distribution to StreetSmart's database of homeless services and community partners. A 1800 freecall number was also established to support those with financial hardship to provide support for enrolling and voting. This phone number was advertised on posters distributed through homelessness agencies, drug and alcohol services and services providing COVID-19 testing in hotels.
CALD in-language social media videos.	This project produced a series of three videos in 10-12 different languages which provided electoral information on how to enrol, how to vote by post, and how to respond to an Apparent Failure to Vote Notice. These were widely distributed and shared through the VEC's social media platforms and community networks.
Aboriginal short videos.	This project produced five videos in collaboration with Reconciliation Victoria. Two videos featured Aboriginal Elders and other leading Aboriginal community members discussing the value and ways to engage with local council elections. A further three videos, using culturally relevant animation, explained what services councils are responsible for, how to vote and the role of a councillor. These were shared through Aboriginal community channels and organisations.
DemGraphics young people co-designed social media project.	This project involved conducting research to identify barriers to enrolling and voting with a diverse group of young people. This information was then used to pilot a social media campaign in selected councils to encourage engagement in the elections for those aged 18-29.
Easy English tutor guide and worksheets.	These were produced for people with low English proficiency and designed as a co-read product where a person supports the learner through the worksheets. The tutor guide and worksheets were based on the VEC's Easy English guides for local council elections and were available for download from the VEC's website in PDF and Word formats.

Frankston City Council

## Appendix 6: Daily telephone enquiries

The following graph shows the number of telephone calls recorded by the election office telephone enquiry service including those received by the VEC's overflow call centre and tagged as relating to Frankston City Council during the 2020 local government elections.



Frankston City Council

## Appendix 7: Final list of candidates in ballot paper order

### Frankston City Council election

The candidates, in ballot paper order, were as follows:

#### North-East Ward election

KAPP, Parker

ASKER, David

KAY, Henryk

JOHNSTONE, Jay

HARBECK, Geoffrey Justin

TAYLER, Suzette

RENDELL, Richard

PHILIP, Prasad

CONROY, Nathan

OSBORNE, Shane

KENT, Karan

HAMPTON, Colin

SINGH, Rupinder

#### North-West Ward election

TURNER, Justin

TORRES, Jocelyn

MIDDLETON, Alan

HUGHES, Steven

AITKEN, Glenn

BAKER, Sue

DORIC, Stan

NORRIS, Gabriel

WONG, Banson

SHELLEY, Jeff

BOLAM, Kris

O'REILLY, Michael

## Frankston City Council

## South Ward election

HILL, Brad

HARVEY, Claire

McDONALD, Stephen

TAYLOR, Darrel

CLOW, Evalyn

MALONE, Peter

HUGHES, Liam

GRIFFITHS, Carmen

TOMS, Steve

HUGHES, Jerome

Frankston City Council

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## Appendix 7.1: Candidate statements and photographs

### Frankston City Council election

#### North-East Ward election (see Appendix 7.2.1 for candidate statement leaflet)

Total number of candidates at close of nominations	Number of candidates that lodged a candidate statement	Number of candidates that lodged a candidate photograph
13	13	12

#### North-West Ward election (see Appendix 7.2.2 for candidate statement leaflet)

Total number of candidates at close of nominations	Number of candidates that lodged a candidate statement	Number of candidates that lodged a candidate photograph
12	12	12

#### South Ward election (see Appendix 7.2.3 for candidate statement leaflet)

Total number of candidates at close of nominations	Number of candidates that lodged a candidate statement	Number of candidates that lodged a candidate photograph
10	10	10



**Appendix 7.2.1: Candidate statement leaflet for North-East Ward election**

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## Frankston City Council

NOTICE: The contents of candidate statements are provided by the candidates. Any enquiries about candidate statements should be directed to the relevant candidate. Candidate statements are not verified or endorsed by the Election Manager.



**JOHNSTONE, Jay**

Frankston is wonderful. I am running for Frankston council because I believe we are best when we stand together. I see the role of council is to create an inclusive environment that cares for and reflects the best of the people it serves. We do this by listening to people and giving people a place to speak and be heard. On council I commit to doing my part to providing this service, with transparency and always being accountable to the citizens of Frankston. My family and I have been part of the Frankston community since 2014. We moved into the area partly because the wonderful schools gave our children the best chance at a first rate education. While raising our family I have served on the local school council, been actively involved in the local community, worked in the local area while completing a masters degree and graduate diploma of education and have now spent the last 4 years as a local school teacher. As a husband and father to 6 wonderful kids, I am highly aware of the time pressures and various constraints that all modern families must balance when running their household. As a working professional I will bring experience in working with a diverse group while fostering safe and inclusive environments. My passion has been to see people become all that they can be. I am excited to share this journey with two of my friends: Clare Harvey and Gabriel Norris. Standing together we all seek to create the best Frankston we can. One that serves its citizens. A Frankston reimagined.

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**HARBECK, Geoffrey Justin**

Co-operation needed in order to ensure contribution by collaboration, taking loads of State and Federal governments. Funding for developments of infrastructure, along with maintaining the current infrastructure, which involves construction and removal of tree roots and gutter maintenance. Promote the use of community based infrastructure to have its citizens meaningfully work better with all governments especially people with disabilities and people without disabilities

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**TAYLER, Suzette**

Dear Resident, My name is Suzette Tayler and I am your independent candidate. I have lived in Frankston municipality all my life. I currently live in North-East ward allowing me to have a better understanding firsthand of what our community needs are. I would be an effective Councillor having a good knowledge of the Local Government Act and your voice to bring about the change that residents seek through community consultation. I have worked throughout Frankston municipality as a Senior Property Manager and in Business Development for more than 20 years which has given me tremendous insight into our city and the challenges we face on an everyday basis. We have seen many issues over the last four years within our council and now it is time for a change. It is not just about rates, roads and rubbish it is about families, providing good programs for our youth and our elderly. We also need to maintain and upgrade sporting facilities for our children whilst delivering better planning frameworks that protect, enhance our heritage, our neighbourhood character and updating community safety. Manage Council assets ensuring the organisation is financially viable whilst keeping our rates down. I will also lobby the Federal and State government for funding where needed. I want to be able to help small businesses get back on their feet through council community support programs which they will need proceeding the pandemic. We live in such a different world today and I will endeavour to do all I can to assist those that are vulnerable in our current environment. Being part of a council must be a team effort to make changes that are much in need. Please vote 1 Suzette Tayler and vote 2 David Asker. Vote for the remaining candidates in order of your preference.

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**RENDELL, Richard**

Hello, my name is Richard Rendell and I am seeking your support for the Frankston Council Election North East Ward. I am a grandfather, an advocate for workers and resident of the Frankston area for 30 years. I am running for Frankston City Council North East Ward because I love the area, the people and I care. Frankston residents have been abandoned by some on council. I want to ensure that Frankston is a place where people have good services. I want Frankston to be a community supported, a place to come together and feel safe. Even in a pandemic, the Frankston City Council stood down about 300 local workers from the local aquatic centre with no access to job keeper. That is a loss to the community. As a councillor I will. Advocate for local businesses and sporting clubs, fight for community health care services, support Frankston arts and cultural scene, fight for the necessary infrastructure to drive local business and tourism, oppose cuts to the services our community relies on. I love our community, it is my home. I know that together we can improve and protect what makes Frankston great.

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**PHILIP, Prasad**

I, Prasad Philip am a local resident and have been actively involved in several community organisations who have assisted the local community greatly. I have always had a passion for community work with all age groups which has driven me to accomplish what I have. I have helped raise funds for many needy charities. As a small business owner, I am passionate about growing local businesses in our city. Local jobs are vital especially when we are going through tough times. As a father of young family, I fully understand the pressures that the cost of living has on families. If elected, I will keep rates down. We need better plans in the areas of community safety, mental health, reenergising our environment, better parks and more sporting facilities. I always represent the homeless and vulnerable who desperately need our help. I will achieve these goals by working with communities and all three levels of government. I would appreciate your support. Vote 1 PHILIP Prasad and complete your preferences for all other candidates.

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**CONROY, Nathan**

Dear Neighbours, Over the next four years we need strong leadership with new innovative ideas, that will progress our city and create a foundation in which we can grow. We need a council that is efficient and effective and one that supports local businesses and helps create local jobs, as we begin our recovery. We've had many issues over the past four years, and they have had negative effects on our city, its growth and reputation. It's time for a change and I will work hard and fight for the people of Camm Downs, Langwarrin, Sandhurst and Skye. We need to start by creating a plan for the future and that will require fresh ideas and consultation with every resident. Creating an economic recovery plan, that will benefit its residents and its businesses. Over the past eight years we have seen businesses close and hundreds of jobs lost from our CBD while developers are sitting on derelict land, all while experiencing annual increases to our rates. Our rates are higher than parts of Beaumaris, Highett and even Mornington. We are the largest electorate and we contribute the most to our city. I will ensure that we get the funding we deserve to upgrade our infrastructure, create parks for all ages and abilities, improve our walk ways in Skye and Langwarrin and help redevelop our sporting grounds. This election you have the opportunity to make a positive change for our city. I believe I would be a great local voice for the North East Ward (NEW). Our city has a bright future and I look forward to being a part of its journey, and finally working towards reaching its full potential. To support my campaign, please vote No.1 Nathan Conroy and fill in the following 12 candidates as you wish.

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## Frankston City Council

NOTICE: The contents of candidate statements are provided by the candidates. Any enquiries about candidate statements should be directed to the relevant candidate. Candidate statements are not verified or endorsed by the Election Manager.



**OSBORNE, Shane**

This council has been in the spotlight over recent years, and not always for the right reasons. So I decided to offer an alternative. A new voice, a new direction. A vote for me will ensure stability and most of all to restore faith that our council is capable of functioning for the people again. A vote for me will be a great first step in reinvigorating Frankston City post Covid-19 and beyond. I currently live with my partner and our 3 children in the area. As for work, I am a Licensed Electrician. I am also involved as a Junior Vice President with the Frankston Rowers Football Club. I have had plenty of involvement in some of the fantastic community events in the area. We need to support existing and up and coming businesses in the area. I am all for removing the hurdles that are consistently put in front of local business by council. And after being a small business owner I was concerned about the level of support offered by this very council or more the lack there of. My goal in council will be to ensure the delivery of efficient and effective services. All issues will be based on their own merit and not any political party or interest group hell bent on pushing agendas. I think that is most important topic in this election. I will get involved in things that are the councils core functions, keeping rates down and more importantly putting a stop to mindless waste and infighting. As a team is how we will get things done. I think Frankston has a great chance for change here. I hope you share this vision and vote for me this coming election.

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**KENT, Karan**

Kent Karan It is a privilege to nominate as your candidate for the North-East Ward. As a strong advocate with years of experience I'm known for serving our local communities to achieve the best outcomes desired. I am a self-employed North-East ward resident with broad experience having worked for Not-For-Profit organisations and in the Health Industry, complemented by extensive experience working for three Local Government Organisations including Frankston and the Mornington Peninsula giving me a solid understanding of the strategic visions and complexities of a Council. I am excited at the prospect of being the first Aboriginal councillor bringing a different perspective to decision making. My experiences influence me giving back to communities through volunteering, supporting the services of local community organisations and Governance of Boards and Committees. I'm eager to represent the Ward particularly as our population growth brings its challenges but also opportunities. Together, we can continue to ensure community services and infrastructure are developed and maintained to reflect our communities needs and aspirations. I'm passionate about community engagement and with integrity will approach this role in collaboration with you ensuring we are in partnership creating resilient communities. More importantly the most pressing challenge for our council and requiring an unprecedented response is COVID-19 recovery. We need strong leadership as we advocate, plan and prepare for a long COVID-19 economic recovery phase needed to rebuild employment and our local business tourism/retail etc. As the elected Councillor, North East Ward residents have my commitment to be your community voice, I'll stand accountable and work diligently achieving the best results for our communities, with my experience, skills and local knowledge alongside that of Cr. Colin Hampton as your preferred candidates for North-East Ward ensures the needs for our communities will be delivered. karankent@outlook.com Facebook: VOTENorth-EastKaran - Instagram: VOTENorth-EastKaran

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NOTICE: The contents of candidate statements are provided by the candidates. Any enquiries about candidate statements should be directed to the relevant candidate. Candidate statements are not verified or endorsed by the Election Manager.



**HAMPTON, Colin**

Dear Resident, to give you a better understanding of who I am and what I have achieved as a Councillor over many years, I would like you to hear from Sandra Mayer, 3 times Mayor of Frankston. Letter of support for Colin Hampton from Sandra Mayer: I am writing to provide a letter of endorsement for my ward colleague of 12 years. Colin has been a mentor and friend since the beginning and provided invaluable advice and support to me over those years. He has been happy to work with any Councillors regardless of their political affiliations to get the best outcomes for the community. He enthusiastically attends Council meetings every week and has been very responsive to residents when they need help. He has always been one of the hardest working Councillors. In the early days it was Colin who championed recycled water projects throughout the municipality and is now advocating for it at Lawton Reserve Langwarrin. Together we supported the Master plan for Wedge Road Reserve costing \$8,839,000 and Capital Works at Lloyd Park worth \$5,066,000 and the new Langwarrin Football Netball Club rooms costing \$6,500,000, due for completion in two years. Colin is a very experienced Councillor and I hope you consider placing him high up on your ballot paper. Regards Sandra Mayer. As you can see Sandra and I have achieved a great deal together and there is lots more I wish to do for our Ward. Sandra is retiring from Council this year and another lady I know very well is going to nominate. Her name is Karan Kent who has worked in Local Govt. for years and would be an asset to the Ward and a great help to me if we were both elected. Thank you, Colin Hampton.

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**SINGH, Rupinder**

I'm an Indian Australian, privileged to call Australia home for 16 years. Married & father of three boys living in family home in carmum downs for a decade. I have worked locally, my Kids go to local school and play at local parks that gives me in depth knowledge of local issues. I have been actively involved in fund raisers, sports and cultural events. I have diplomas in hospitality and business management and worked in hospitality sector for years, successfully managed a car yard for 3 years. I'm real estate investor and currently pursuing certificate in real estate. We have seen how unprofessional our previous councils have been in spending rate payers money. I have pledged towards a transparent and better functional council. I'm advocating better infrastructure, safety and security of our community, rates freeze and supporting state/federal governments plans to upgrade our town. During this pandemic we all have been suffering some sought of loss, vote1 SINGH Rupinder to give a chance to be your voice to support every segment of our community. Jobs will be created by funding more projects and supporting local businesses. Elderly support increased to make our older feel proud to live in Frankston community. Dedicated support for Mental health, drug/alcohol sufferers. Upgraded Sporting facilities & more competition will be organised to encourage residents to stay active. State of art parks, kids play zones, outdoor gym and added bike lanes for community to enjoy. Clean environment & Frankston CBD to get face lift for better appeal. Restoring old heritage buildings, attractive foreshore, toilet blocks in reserves and adding museums & entertainment facilities. Better public transport for safer and efficient commute. Our community deserves better rate payers funds should not be wasted on something that we can't enjoy. Vote for SINGH Rupinder for a better future.

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#### Appendix 7.2.2: Candidate statement leaflet for North-West Ward election

# Don't Risk a Fine

## VOTING CLOSES 6.00 PM

### Friday 23 October 2020

Your ballot paper is attached to this leaflet.  
Complete and return as soon as possible.  
See the ballot paper envelope for voting instructions.

**VOTING IN THIS ELECTION IS BY POST ONLY**

Your completed ballot material must be posted or in the hands of the Election Manager on or before **6.00 pm on Friday 23 October 2020**.  
Local mail clearance times may vary. Ballot material must be mailed before final clearance times in the last week of voting. Late votes cannot be included in the count.  
Alternatively, you may hand-deliver your envelope during business hours to:  
**146 Young Street  
Frankston**

**CANDIDATE QUESTIONNAIRES**  
Completed candidate questionnaires are available at [vec.vic.gov.au](http://vec.vic.gov.au) or alternatively from the Election Manager.

**COMPULSORY VOTING PROVISIONS APPLY**  
You have received this ballot pack because you are enrolled for this election. Voting is compulsory if you were on the Victorian State electoral roll for this council on Friday 28 August 2020.  
Further information on voting entitlements can be found at [vec.vic.gov.au](http://vec.vic.gov.au)

You may receive an Apparent Failure to Vote Notice if you complete and return your ballot material after the close of voting.



**2020 Council Election**  
**VOTING CLOSES 6.00 PM**  
**Friday 23 October 2020**



**North-West Ward**

THIS IS A POSTAL ELECTION ONLY.  
**Voting is compulsory for residents.**  
For further information visit [vec.vic.gov.au](http://vec.vic.gov.au) or phone (03) 8619 1420 during business hours.

**VEC** Victorian Electoral Commission  
Printed on 100% Recycled paper with soy-based ink

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**TURNER, Justin**

As a local homeowner, resident, local business owner, parent & your representative, I intend to be a voice of reason in terms of financial management to reduce spending, identify through community input demand on services and set budgets accordingly, not continually raising rates particularly during a recession. I would like council to incentivise commercial properties in the CBD in particular, to offer lower rents, therefore attracting business back to Frankston and fostering job creation. Development & Zoning - council needs to create a current and future footprint to develop a key stone plan of how Frankston will look over the next 20 years. What areas will be high density, look at centralising commercial/industrial zones such as reviving the Cornum Downs industrial estate - fostering job and wealth creation. Finally consistent zoning in line with the aforementioned future plan. I will advocate for community consultation and review existing. Form new community groups for relevant and current input. From a ward perspective, I will advocate for equal investment into each suburb so that each suburb is represented in terms of public spaces on its own merit. In closing as someone who has had a lot of input with council in another state, I have been privileged to work alongside a forward thinking council that has embraced on community consultation, creating opportunities and looking toward the future. As someone who is in constant contact with the public within this city and in the middle of a recession, with ever increasing costs, we need to ensure that we, as a city and as your council are spending in line with community demand and not frivolously wasting funds, relying on consistent increases. Working with state and federal governments whenever possible to access funds to offset and strategically increase our tourism, business, livability and promoting our city.



**TORRES, Jocelyn**

I am passionate about the future of Frankston and have the skills to support the economic and wellbeing growth for this area. My background in marketing, communications along with my volunteer role as a local outreach worker, demonstrates my strong commitment to the improvement of the health and wellbeing of our most vulnerable people. I am passionate about community collaboration and have a desire to see the City of Frankston, its people and businesses flourish.



**MIDDLETON, Alan**

We are all familiar with the increasing chatter about increasing wealth distribution inequality in our society. I will emphasise support for small business as the key to reversing this trend. Local Government is the cornerstone of grassroots influence and change in support for small business. I believe strongly in open, transparent and accountable government. My main focus in Council will be to improve governance and to return transparency to levels much higher than is our current experience in Frankston. I have broad professional experience and training in commerce, strategic government policy (Defence, Local Government and Victoria Police), commercial fraud and cybersecurity breach investigations. I have worked with local government in every State of Australia, including remote locations such as Far North Queensland, Arnhem Land and the Kimberley. I am now semi-retired and wish to serve the Frankston community with acquired wisdom and proven competence across finance, governance and economic development. I am also very familiar with planning schemes and issues. I serve on the Board of an airport in Queensland (constant planning issues) and our family owns property in almost every state of Australia. We need a cohesive Council that is able to work with our Melbourne and peninsula neighbours and stakeholders to achieve changes and build infrastructure that will place us well for the next few decades. This requires non-party-line thinking that is about long-term vision and not just the next election cycle. Real vision needs the strength and knowledge to properly implement. I have that capability. I will be highly inclusive of all residents. I will always listen and will meaningfully respond to all who take the time to contact me.



## Frankston City Council

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**HUGHES, Steven**

Frankston is a great place to be. It is the best of cities, but financially it is the worst of cities. Many councils have responded to the economic impact of COVID-19 by freezing or reducing their rates to ease the burden on businesses and families. Frankston Council, on the other hand, is increasing your rates by 2% this financial year. Frankston CBD and industrial estates are filled with empty buildings; business rate increases over the last four years have driven many to close their doors or to leave Frankston entirely. Not even with these rate increases, Frankston councillors unanimously approved a budget that will see a \$385,000 deficit this financial year. This financial mismanagement will mean further increases in your rates, and instead of reinvesting in expenditure, Frankston Councils head office management expenses continually rise. Frankston councillors have also splurged your rate money on frivolous items for themselves including travel, meals, entertainment and iPads while Frankston residents pay higher average rates than residents in Casey, Mornington and Kingston. Presently, there is less money to spend on the important things: community health services, senior programs, quality infrastructure, cleaning up graffiti and reimagining playgrounds for our children. But there is hope. My name is Steven Hughes and I am a qualified accountant who works for one of Australia's largest healthcare providers. I understand the delicate balance between providing great community service while at the same time being financially responsible. I am a father of three and have a hope that my children can grow, learn and live in Frankston. Unlike many other candidates, I am 100% politically independent and will work in your best interests, and not for the interests of any political parties. Frankston's future is bright, and with your vote, I will work hard to make it even brighter.

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**AITKEN, Glenn**

Dedication to serving our community has seen me working for local residents in both rural Victoria and Frankston City over a combined period of twenty five years. Totally independent, I answer to your voice, not Party politics or others with hidden interests who use a local Council for their own purpose. Instead of giving skill and wisdom they grab and destroy. I exercise my lifelong studies of Botany, Architecture, Language, Decorative Arts, History, Environment, Public Representation and bring these to the Council table which assists in actively adding value to our community decision making. I am a resident in this ward and, like you, I expect value for rates. In these unprecedented times of pandemic which is having a massive impact on all of us, stability is essential. During the last four years millions of dollars have poured into our Ward. This has not happened by accident. It is only with absolute determination we see success. Major works in Seaford, Karingal, Frankston North and Frankston have flourished. Fighting to save Evelyn Street park in Frankston while a developer simultaneously waved \$4m plus under Councils nose was challenging. I fiercely urged my colleagues not to do it and I congratulate them for refusing the sale. Similarly I pushed for enduring Legislation to protect Victoria's ancient Red Gums, many of which are over 1000 years old. Some of them are living within Frankston City. This was supported by a majority of Councils in Victoria and made front page Melbourne Age newspaper. I use these examples to demonstrate how strategic and highly focused actions can bring about positive results that benefit everyone. Thanks for your support over many years. Vote 1 Glenn Aitken. Vote 2 Kris Bolam. Number all other boxes according to your preference.

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**BAKER, Sue**

Representing everyone, everywhere, everyday. I am your independent Council candidate in North West Ward. I am proud to be part of the diverse Frankston community and resident in this ward. As your Councillor I will ask questions, listen and work for positive change. Many of us are experiencing unfamiliar emotions as COVID-19 has forced us to think and act differently about how to remain safe and financially secure. Ongoing access to key services is vital to navigate our way through to a new sustainable normal. I strongly believe in community participation, working with experts and passionate individuals with shared objectives. Optimism is important to overcome difficult situations. I bring more than two decades experience in organisation development and training as a senior manager, in Australia and internationally. I have supported teams and individuals in many industries achieve the best for their businesses and customers. Trust, commitment and care from your new Councillors, Council staff and the community will be fundamental for a revitalised Frankston. What are the priorities? Agree to a 2040 vision for the City of Frankston, provide for physical and mental health wellbeing, stimulate jobs and business growth, protect our environment, ongoing investment in community, sports and art infrastructure, collaboration with other councils and organisations to tackle issues, including homelessness. I am passionate about bringing out the best in people and making good use of resources. With a Master of Business in Leadership and Organisation Dynamics I can be held to account and will debate rigorously to solve problems. I bring hands-on experience of disability, respiratory, retail, social housing, tourism and manufacturing. You will also get all of me, the compassionate, calm, kind and resilient person, who shows up to do the work whether employed or as a volunteer. Our community is important to me. Please visit [suebakerinfo](mailto:suebakerinfo)

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**DORIC, Stan**

Hello, Frankston citizens I offer my experience at your service with the belief that I will be able to make a difference and be beneficial in our city for the recovery from the impact left by COVID 19. It is understandable you expect your rates to be used in the same professional manner as you would use in your business or household budget. Priorities need to be established and there needs to be harmony and dedication for the fastest and best outcome for your rates. I understand if elected you are the owners and councilor's your staff. I am confident to be able to serve you as my past management experience with Australia's largest employer I was able to achieve the highest profit. If you have transparency you have honesty if you have honesty you will have better health and prosperity this is what I wish for Frankston. The attributes which help me in undertaking the role of a councillor is 20+ years throughout Australia's hospitality management experience, Frankston City resident, Parent, Community Volunteer 15+ years Justice of the Peace for the State of Victoria, 7+ years organizer and President Neighbourhood Watch Frankston North working with the local community Victoria Police Frankston City Council State Government and Federal Government, Member of Board's, Committees and Groups at Scouts, Little Athletics, Local Communities, Indigenous, Catholic and State schools. My vision for Frankston City is to have safe and equal opportunities for everyone and to have a clean well maintained sustainable environment with vibrant prosperous thriving diversified multicultural, Aboriginal and Torres Strait Islander community connections that will be the pinnacle business gateway to tourism for the Mornington Peninsula. If this is something that you wish for Frankston Vote 1 for Stan Doric and mark the remaining candidates in the order of your choice.

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**NORRIS, Gabriel**

I am proud to stand in the North West Ward, where people look out for each other during tough times. I believe that there needs to be considerable investment in the people and infrastructure of the North West Ward and will represent you proudly in the council chamber. I am an experienced Project Manager with 15 years of community volunteer experience. I believe that the core responsibility of local council is to reflect the wishes of its citizens and I commit to always put the people first. As a proud member of Reimagining Frankston, along with Claire Harvey (South Ward) and Jay Johnstone (North East Ward), I am excited about the opportunity to help form a Council that will work to see Frankston become a thriving, attractive, safe community where all people can genuinely flourish. Raising 3 daughters in Frankston has given me the opportunity to be extensively involved in the community here: serving on kinder committee in many roles (including president), volunteering for local family programs (MOFS and mainly music), contributing to our primary school, serving on the board of our local secondary college. I stand by a vision of Frankston where the environment, economy, communities and systems of government are designed to serve the people all people. Vote for me and join me in Reimagining Frankston. To find out more about me and the Reimagining Frankston campaign please visit: [www.reimaginingfrankston.com](http://www.reimaginingfrankston.com)

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**WONG, Banson**

I'm locally born and bred residing in Frankston as homeowner, active community member, business operator, and employer. A lifetime of self-employment has skilled me in common sense, teamwork, project management, budgeting, and just getting stuff done skills that I'll use to serve Frankston with a commitment to progress underpinned by common sense values. Frankston is a wonderful lifestyle city for families with numerous parks and reserves, a thriving business district, exciting community events, and a beautiful foreshore as the crown jewels of our great city. Frankston though has so much more potential and a much brighter future. My vision for Frankston is to build on the foundations to cement Frankston as the 'Go To' destination for the Peninsula the place to swim and sail, to shop and eat, and to live and work. There is still so much more to be done though on the foreshore, in the city centre, sport, and community centres. Frankston's leadership in the arts, education, and medical fields must be consolidated and further strengthened to attract further investment and growth for the future benefit of our community. In recent years, Frankston has been at a standstill, progress has stalled, and eyesores are growing. What we have is at grave risk of being lost through inactivity and dysfunction by those in charge who have grown comfortable sitting back and letting weeds take hold. I'm too proud of Frankston to sit back watching the sun set. There is just too much to be done. Tough times means that costs must be kept under control to get everything done within budget, but it can be done by being dogged, responsive, and with an outcome driven focused energy that I'll bring to the task. I will deliver for you. On your ballot paper please Vote WONG, Banson first.

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## Frankston City Council

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**SHELLEY, Jeff**

Our Post COVID future demands Councilors focus on practical decision making and teamwork to lead us through the challenges ahead. My Vision is Strong families, Strong Businesses and a Strong Community. A Council that puts its residents first, that preserves and protects our natural environment, and encourages and facilitates local business. As the current CEO of 123Read2Me The Free Children's Book Charity and President of the Lions Club of Mordialloc-Mentone Inc. I am also Chair of two Boards of Directors. My skills in leadership, practical decision making and teamwork have been developed over 50 years of senior roles in business (incl. Olux and Honda) and community service (incl. Stawford Junior Library, Belvedere Park Preschool, Stawford Park Primary's School Council, Red Cross, Jayco, Surf Lifesaving & Rotary International GSE member). I believe in free enterprise, low taxation and small government. I believe in freedom of the individual to determine their own future. In freedom of speech, freedom of worship and freedom of association. I believe in the rule of law and the democratic process. I believe that children are our future and that literacy is the key to their future, for success in school and in life. Vote 1 for Jeff SHELLEY for the North West Ward and remember to put your preference for every other candidate.

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**BOLAM, Kris**

Fear and uncertainty are presently making life very difficult. Retirees, families and single income households are all doing it tough. While COVID-19 government assistance has been generous, it cannot last. When the support ends, service cuts and tax increases will be a way of life to control mounting debt. This is why we need someone who listens, acts and delivers; and someone who will keep bureaucrats and politicians accountable. In 2016, you entrusted me to represent you. I was humbled and have tirelessly sought to repay the trust you bestowed upon me. Fast forward to today, over \$64 million dollars has flowed into our neighbourhoods. This boost represents a whopping 57% increase in funding since you elected me. Furthermore, I have raised more issues on behalf of residents in the council chamber than any councillor in Frankston's history. However, there is still much more to achieve. A resident for 28 years, I want to strengthen our community in these unpredictable times. I am dedicated to job creation, providing relief for residents struggling to keep afloat, protecting local support services and improving public amenities. I currently assist survivors of institutional child sex abuse. Previously, I spent six years with Victoria Police. Tasks ranged from investigating offenders to arresting offenders. I have also been a Justice of the Peace for twelve years and continue to help residents. With challenges and opportunities on the horizon, it has never been more important to elect a representative who fights for you and gets things done. It's not about talking, it's about doing. It's not about promising, it's about delivering. If you want passionate results-driven representation, then I hope to again earn your support. Vote 1 Kris Bolam, Vote 2 Green Allion. Then vote for the remainder candidates in the order of your choice. Stay safe!

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**O'REILLY, Michael**

As your local postman, current councillor, former Mayor, and local resident, I am out in our community day and night. Having served in the military and having a history in business management and financial investment, including a successful small business here in our city I have the skills and commitment to continue to serve as your representative. My track record of good financial management ensures your money is directed to grass-root services and infrastructure while opposing wasteful side projects, junkets and overseas trips. This keeps rates and fees as low as possible to help your cost of living. My expenses are the lowest of any councillor. Now more than ever, we need to focus on rebooting our economy, with rates relief and grants available to struggling residents and businesses. My long term aim is to see our community move forward, attracting business and investment, while at the same time ensuring our natural environment is protected and we maintain and improve world-class beaches and reserves. As someone who has participated in a variety of sports, I understand the importance of upgrading and maintaining our local sporting facilities to support our local clubs. Female participation has increased dramatically and the council must continue to invest and upgrade facilities to cater for all community members. With your support, I will bring a positive, financially responsible approach to our council.

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Frankston City Council

### Appendix 7.2.3: Candidate statement leaflet for South Ward election



# 2020 Council Election

## VOTING CLOSES 6.00 PM Friday 23 October 2020

### Don't Risk a Fine

#### VOTING CLOSSES 6.00 PM Friday 23 October 2020

Your ballot paper is attached to this leaflet.  
Complete and return as soon as possible.  
See the ballot paper envelope for voting instructions.

### VOTING IN THIS ELECTION IS BY POST ONLY

Your completed ballot material must be posted or in the hands of the Election Manager on or before **6.00 pm on Friday 23 October 2020**.  
Local mail clearance times may vary. Ballot material must be mailed before final clearance times in the last week of voting. Late votes cannot be included in the count.  
Alternatively, you may hand-deliver your envelope during business hours to:  
**146 Young Street  
Frankston**

#### CANDIDATE QUESTIONNAIRES

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## South Ward

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**HILL, Brad**

Hi - I'm Brad Hill - I'm a father of five kids, and have been a proud Frankston resident for most of my life. I have raised my family in Frankston. A bit about me, I work in the IT field and have most of my professional life. I do care what happens in the City of Frankston, and I care a lot. Year after year I pay my Rates - and simply don't like where its being spent. We need a focus on basic services hard waste to be retained and never cancelled again! A return to tip vouchers included with our rates notices. The mighty challenges that our pensioners, low income earners and working families have with being sent \$2000+ rates bills - and not only can't many simply afford it, but simply do not get a bang for their buck! I support capped rates and if elected into Council will advocate that capped rates remain. There have been big problems with our Local Council and how they conduct themselves. Unfortunately, we've seen bullying, and we've seen infighting. Did you know over \$200,000 of Rate Payers funds were used to engage someone to monitor our Council behaviour? I believe in appropriate development - Frankston needs to take its rightful place and get ahead, with that comes jobs. If you feel the same way as I do, I would be thankful for your vote this election. Vote for a Candidate that will listen to your concerns. Vote for a Candidate that will take action on your behalf. Vote for a clear and transparent Council. Vote for appropriate spending of your hard earned rates. Vote for capped rates. Vote to stop the waste Vote 1 - Brad Hill. Vote 2 Stephen McDonald. Vote 3 Peter Neilson. Fill out the remaining squares according to your choice.



**HARVEY, Claire**

I am committed to Frankston - a city filled with potential and promise. Frankston is where I choose to work, live and serve, and is where I am raising my two primary-aged children. We are tremendously privileged to live in such a beautiful part of the world, and together with Gabriel Norris (North West Ward) and Jay Johnstone (North East Ward) I am excited about the opportunity to help form a Council that will work to see Frankston become a thriving, attractive, sustainable and safe community where all people can genuinely flourish. I have a Bachelor of Commerce along with significant experience working in retail, accounting, training, business management and human resources. My service to the community has included volunteering on not-for-profit boards and committees, including as Treasurer. Most recently I have worked with emerging adults in a secondary school context, which has deepened my passion to see young people provided with accessible pathways to further education and meaningful and secure employment. I am deeply committed to environmental protection, resource recovery and strong action on climate change, for the sake of our common future. My ongoing efforts to see a sustainable co-housing development established in the heart of Frankston illustrates my deep commitment to work hard for positive change, and an acknowledgement that integrity means that this always needs to start with me. If elected to represent you on Council I will continue to stand for accountability and transparency, and to oppose corruption in all forms. I commit to doing my very best to hold in balance the need to pursue visionary ideas for our wonderful city with the need for good stewardship of resources and a common sense approach to effective and efficient decision-making. To find out more about me and our 'tree free' Reimagining Frankston campaign please visit [www.reimaginingfrankston.com](http://www.reimaginingfrankston.com)



**McDONALD, Stephen**

I am a senior leader in the not-for-profit sector, with a career successfully managing diverse teams, strategic projects and overseeing multi-million dollar budgets. I volunteer with the fire brigade, basketball, swimming and life saving clubs. I have lived in many places and I'm now happily permanently settled here in Frankston City with my family. I love this pocket of the world and see my experience of other places as an advantage, knowing what has worked, and what hasn't. My personal and professional journey has given me the skills to bring out the best in Frankston City. COVID-19 presents a unique challenge for our community, one that will take years to recover from. It requires new thinking and collaborative working by all Councilors. My comprehensive COVID-19 Recovery Plan will make sure that Frankston City comes through this period stronger and more resilient. It draws on my extended experience working with communities in Australia and internationally, when responding and recovering from major disasters. I have contacted other councillors and current councilors to discuss ways in which we can work together and how we can build a community focused Council. I am running as a self-funded independent and will work with others irrespective of their politics. Local government is the closest to the people and is no place for party politics. Imagine a Frankston where we could work, live, learn and play a city that fosters innovation, invests in its suburbs, townships and creates opportunities for its people. A Frankston where people choose to live because it encompasses an enviable lifestyle and positive future. I believe in values based leadership and will bring transparency, leadership, integrity, humanity and collaboration to the council chamber. Vote 1 McDonald, 2 Malone, 3 Hill then preference all other candidates. #FreshStartFrankston Visit [www.vote1mcdonald.com](http://www.vote1mcdonald.com) for more information.

## Frankston City Council

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I have a Masters of Business and I am also a Graduate of the Australian Institute of Company Directors. I believe in making decisions that are in the best interest of all Frankston Ratepayers and, Councillors should focus on the community and not themselves. I will always put Frankston first and fight to ensure: Responsible Budgets - Lower Rates - Better Planning Outcomes - A Focus on Improving Infrastructure - More Local Jobs and most importantly - Sensible Council Decisions. Please number your ballot paper from top to bottom in the following order: 4 - 8 - 6 - 1 - 7 - 5 - 9 - 2 - 3 - 10</p> <p>4</p>	<p><small>NOTICE: The contents of candidate statements are provided by the candidates. Any enquiries about candidate statements should be directed to the relevant candidate. Candidate statements are not verified or endorsed by the Election Manager.</small></p>  <p><b>CLOW, Evalyn</b></p> <p>I am running for Frankston City Council to get it working better for our local community. I'm not a politician, I'm a worker, currently working for a local food processing company. I have spent my working life making sure my fellow workers are safe and respected, so I know what it takes to stand up for what's right. I'm running for council because it's time for us to elect ordinary people who understand the community and who will act in the best interests of all of Frankston City's residents. I will stop Council outsourcing the care services our most vulnerable citizens rely on. I also want to see a greater focus on mental health services. Now more than ever, it's critical for mental health care to be accessible for all. I want more done to engage our young people. I'll fight for improved facilities and targeted activities that promote connection and inclusion and help keep our kids safe. I want to see strong local businesses and creative solutions to reinvigorate our town centre. We need to focus on getting locals into good, secure employment. That means fighting for much needed infrastructure projects, making sure public transport is accessible, affordable and reliable and looking towards the opportunities that come with the development of Frankston as a health and education hub. Our community has everything it needs to emerge from this year stronger and more vibrant than before. But to do that, we need councillors who listen to their residents and understand that with great challenge comes enormous opportunity. I'm ready to get my hands dirty and get to work for this wonderful place I'm proud to call home.</p> <p>5</p>	<p><small>NOTICE: The contents of candidate statements are provided by the candidates. Any enquiries about candidate statements should be directed to the relevant candidate. Candidate statements are not verified or endorsed by the Election Manager.</small></p>  <p><b>MALONE, Peter</b></p> <p>I am a Board Director at Chisholm Institute, a recently retired naval officer and work at the Frankston TAFE Campus. I care about our community. I have lived in Frankston South Ward for more than 25 years and worked here for the last 15 years. I have lived and worked in many locations including overseas. I have settled and love living here and I am committed to Frankston becoming a place for business to thrive and residents to thoroughly enjoy life. My environmental credentials are extensive. Rates must be cut and no increases for at least one / two years. The \$200 reimbursement to those struggling should be doubled. Council costs and expenses must be cut. Councillor allowances must be drastically reduced and actively monitored in real time. Waste must not occur and costly report production for no useful purpose must cease. Funds should be directed to where they are needed most. Frankston must emerge from the COVID cloud with business opportunities and more money in residents pockets. This will stimulate our local economy. I have created a structured COVID plan after discussions with former and current councillors and new candidates. Immediate adoption of a fresh team approach with an action plan will achieve results. Teamwork is essential where the Frankston community is the focus of Councillors attention. Party politics wastes time, money and energy. It has no place in Council. Proudly independent, I will work with all to get the job done, without fear or favour. I will bring my extensive experience to Frankston Council which includes high level Defence and project management positions with multi-million dollar budgets. I encourage you to Vote 1 Malone, Vote 2 Hill, Vote 3 McDonald. Remember to number all remaining boxes in the order of your choice. #freshstart4frankston, #ur1stteam4frankston. Visit <a href="http://www.petermalone.com.au">www.petermalone.com.au</a> for more information.</p> <p>6</p>
<p><small>NOTICE: The contents of candidate statements are provided by the candidates. Any enquiries about candidate statements should be directed to the relevant candidate. Candidate statements are not verified or endorsed by the Election Manager.</small></p>  <p><b>HUGHES, Liam</b></p> <p>Clean streets, thriving businesses, beneficial use of rates, and a happier community. Frankston has the potential to achieve all of these, but falls short thanks to financial mismanagement. Frankston's councillors unanimously approved a budget that will see us run a \$385,000 deficit this financial year, which means a future increase in your rates to pay for this. Instead of being financially sensible by cutting expenses, Council have chosen a different path for increasing revenue: you. Your rates will foot the bill. You have already paid off the \$100,000 of personal expenses that the current councillors have indulged in, but that is not all: you will have to pay off the ever-growing deficit and so will the future generations of Frankston. You already pay more than Kingston, Casey, and the Mornington Peninsula. Business rates continue to rise year on year to a level where the owners are only left with two options: shut their doors or leave Frankston. Frankston's businesses cannot survive if rates drive them away. With an ever-growing number of derelict businesses, Frankston cannot sustain itself into the future. This financial mismanagement means your rates will continually need to increase while at the same time we have less money to spend on community health services, superior senior programs, infrastructure, graffiti-free streets and reinvigorated parks and playgrounds for our children. But there is hope. You may have seen my twin brother and I volunteering at the Frankston Yacht Club or walking around with a bucket and tongs cleaning up the place we call home: we aren't afraid of getting our hands dirty. I am 100% independent which leaves me to be 100% community focused. Frankston deserves competent financial management and services. Frankston's future is bright. Vote 1 &amp; 2 Liam and Jerome Hughes and the remainder at your preference.</p> <p>7</p>	<p><small>NOTICE: The contents of candidate statements are provided by the candidates. Any enquiries about candidate statements should be directed to the relevant candidate. Candidate statements are not verified or endorsed by the Election Manager.</small></p>  <p><b>GRIFFITHS, Carmen</b></p> <p>Hello, my name is Carmen Griffiths and I would like to introduce myself as a candidate for the South Ward of Frankston in the coming council elections. I grew up in the western suburbs of Melbourne, as the daughter of immigrants who arrived in Australia in the 1960s. I met my husband over 30 years ago and moved here not long after. I soon fell in love with Frankston and have happily lived here ever since, having raised my son here and becoming a member of the local community. I am truly proud to call Frankston home, however, I believe there is always work to be done and strive to make anything the best it can be. I want to lend myself to the effort of making our home just that. I have always been community-focused, from volunteering with the 1st South Frankston Scout Group to being an advocate and government-appointed member of the Frankston Nature Conservation Reserve, where my appointment to a vacant position on the committee was instrumental in the park being open 24/7, which is especially important for exercise during the pandemic. I am a member of Rotary Peninsula 2.0, where I have been serving the community and trying to give back for the last 5 years. Being part of these small teams has proven to me how small, dedicated groups of passionate people can better the neighbourhood. Although my experience in politics isn't extensive, I believe local government is an arena for local people to affect positive outcomes for their own neighbourhoods. I would work closely with other councillors to ensure that local people have a rewarding experience when dealing with the local government. This position would give me a chance to celebrate all that I love about Frankston with the wider community.</p> <p>8</p>	<p><small>NOTICE: The contents of candidate statements are provided by the candidates. Any enquiries about candidate statements should be directed to the relevant candidate. Candidate statements are not verified or endorsed by the Election Manager.</small></p>  <p><b>TOMS, Steve</b></p> <p>Im standing for Council because I want to keep making a real difference in our community. Its been an honour to serve as your local voice on Council for the past four years, but there is much more to do. If elected, I'll focus on: growing our local economy protecting our local environment supporting our communitys vulnerable, and keeping our area a great place to live, particularly by advocating for key local community infrastructure upgrades. I know its important for you to see a strong local economy. That means backing and encouraging local small business owners and trades, who provide jobs for our local community members and support our families. This is essential as we recover from the economic and social impacts of COVID-19. Our local environment is precious and unique. We have to protect it for future generations to come. I know you value our green open spaces and natural flora and fauna. So, if elected, I will work hard every day to ensure Council increases local tree canopy coverage, better cleans up and prevents rubbish, and invests in our local parks, wildlife, reserves and gardens. A favourite saying of mine is never look down on someone unless you are giving them a helping hand up. I will ensure that our local charities and community groups are well resourced by Council. The true test of a community is how we treat our most vulnerable. Advocating for key local community infrastructure upgrades is essential for growth, connectivity and well-being, particularly for our local young people and older citizens. I love Frankston and want to see our community grow, while protecting whats great about where we live. Im here to listen to our community and you, and that is at the heart of decisions I will make on your behalf.</p> <p>9</p>

## Frankston City Council

NOTICE: The contents of candidate statements are provided by the candidate. Any enquiries about candidate statements should be directed to the relevant candidate. Candidate statements are not verified or endorsed by the Election Manager.



**HUGHES, Jerome**

Frankston is a great place to live. But we can do much better. The economic impact of COVID-19 has seen many councils freeze or reduce rates in an effort to relieve families and businesses, yet rates in Frankston are increasing by 2%. How will this help our community get back on its feet? Other cities are forging pathways toward getting shops trading again, but Frankston's business rates continue to climb and have continually done so over the past four years. Also in the last four years, councillors have spent over \$100,000 on personal expenses, which include travel, meals, iPads and entertainment. You paid, they spent. This financial year, Frankston will be running at a deficit of \$385,000, a deficit which was unanimously approved by Frankston's councillors, and to pay for it, it will be your rates that will continue to rise. Frankston's average rates are higher than those of the three surrounding councils of Kingston, Casey & Mornington Peninsula, yet while we pay more, the quality of services and infrastructure is reduced. But there is hope. As an Independent, I will work for you, not a political party. With revisions to the current council budget, your money will be redirected into community-based initiatives, better playgrounds for families, beneficial senior programs and improved community health services. My name is Jerome Hughes, and along with my twin brother, Liam Hughes, enjoy contributing to our community. We volunteer at Frankston Yacht Club and you may have seen us keeping our streets clean by picking up litter. We aren't afraid of getting our hands dirty in order to service our community. We stand by our slogan: Stop the Rate Rip-Off, and will work hard to deliver our promises. Vote 1 and 2, Liam & Jerome Hughes and the remainder at your preference.

Frankston City Council

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## Appendix 8: Daily breakdown of the general mail-out

Frankston City Council election			
6 October 2020	7 October 2020	8 October 2020	Total
36,453	36,453	34,308	107,214

North-East Ward election			
6 October 2020	7 October 2020	8 October 2020	Total
13,328	13,328	12,545	39,201

North-West Ward election			
6 October 2020	7 October 2020	8 October 2020	Total
11,093	11,093	10,439	32,625

South Ward election			
6 October 2020	7 October 2020	8 October 2020	Total
12,032	12,032	11,324	35,388

Frankston City Council

## Appendix 9: Result information

### Frankston City Council election

North-East Ward Count summary		
<b>Enrolment:</b>	39,201	
<b>Formal votes:</b>	29,954	
<b>Informal votes:</b>	2,247 (6.98% of the total votes)	
<b>Voter turnout:</b>	32,201 (82.14% of the total enrolment)	
Candidates (in ballot paper order)	First preference votes	Percentage
KAPP, Parker	1,884	6.29%
ASKER, David	3,440	11.48%
KAY, Henryk	604	2.02%
JOHNSTONE, Jay	1,383	4.62%
HARBECK, Geoffrey Justin	381	1.27%
TAYLER, Suzette	2,794	9.33%
RENDELL, Richard	678	2.26%
PHILIP, Prasad	1,299	4.34%
CONROY, Nathan	8,010	26.74%
OSBORNE, Shane	2,645	8.83%
KENT, Karan	1,725	5.76%
HAMPTON, Colin	3,495	11.67%
SINGH, Rupinder	1,616	5.39%
Successful candidates		
CONROY, Nathan (1st elected candidate)		
ASKER, David (2nd elected candidate)		
TAYLER, Suzette (3rd elected candidate)		

Frankston City Council

**North-West Ward Count summary**

**Enrolment:** 32,626

**Formal votes:** 22,705

**Informal votes:** 1,592 (6.55% of the total votes)

**Voter turnout:** 24,297 (74.47% of the total enrolment)

Candidates (in ballot paper order)	First preference votes	Percentage
TURNER, Justin	1,372	6.04%
TORRES, Jocelyn	1,400	6.17%
MIDDLETON, Alan	696	3.07%
HUGHES, Steven	3,942	17.36%
AITKEN, Glenn	2,451	10.79%
BAKER, Sue	2,221	9.78%
DORIC, Stan	374	1.65%
NORRIS, Gabriel	841	3.70%
WONG, Banson	1,333	5.87%
SHELLEY, Jeff	964	4.25%
BOLAM, Kris	4,474	19.70%
O'REILLY, Michael	2,637	11.61%

**Successful candidates**

HUGHES, Steven (1st elected candidate)

BOLAM, Kris (2nd elected candidate)

BAKER, Sue (3rd elected candidate)



Frankston City Council

South Ward Count summary		
<b>Enrolment:</b>	35,389	
<b>Formal votes:</b>	27,443	
<b>Informal votes:</b>	1,377 (4.78% of the total votes)	
<b>Voter turnout:</b>	28,820 (81.44% of the total enrolment)	
Candidates (in ballot paper order)	First preference votes	Percentage
HILL, Brad	6,519	23.75%
HARVEY, Claire	3,500	12.75%
McDONALD, Stephen	1,892	6.89%
TAYLOR, Darrel	2,993	10.91%
CLOW, Evalyn	1,527	5.56%
MALONE, Peter	2,566	9.35%
HUGHES, Liam	3,615	13.17%
GRIFFITHS, Carmen	1,894	6.90%
TOMS, Steve	1,243	4.53%
HUGHES, Jerome	1,694	6.17%
Successful candidates		
HILL, Brad (1st elected candidate)		
HARVEY, Claire (2nd elected candidate)		
HUGHES, Liam (3rd elected candidate)		

Frankston City Council

## Appendix 10: Election participation statistics

Note: Participation is measured by the number of marks on the roll as a percentage of total enrolment and can vary from turnout (total ballot papers counted as a percentage of total enrolment).

Frankston City Council election			
Enrolment category	Participation as a percentage of voters enrolled in each category for 2020 Frankston City Council general election	Comparator for 2016 Frankston City Council general election	Statewide postal election comparator for 2020 LG elections (excl. Melbourne City Council)
Voters enrolled through section 241 of the LG Act	84.18%	73.97%	86.27%
aged 18 to 69 years old on election day	83.29%	73.74%	85.48%
aged 70 years and over on election day	89.00%	75.32%	90.14%
Voters enrolled through sections 243 - 245 of the LG Act	61.84%	55.32%	60.96%
<b>Council total</b>	<b>82.35%</b>	<b>71.68%</b>	<b>84.12%</b>

North-East Ward election			
Enrolment category	Participation as a percentage of voters enrolled in each category for 2020 Frankston City Council general election	Statewide postal election comparator for 2020 LG elections (excl. Melbourne City Council)	
Voters enrolled through section 241 of the LG Act	86.45%		86.27%
aged 18 to 69 years old on election day	85.99%		85.48%
aged 70 years and over on election day	89.93%		90.14%
Voters enrolled through sections 243 - 245 of the LG Act	61.11%		60.96%
<b>Ward total</b>	<b>84.90%</b>		<b>84.12%</b>

## Frankston City Council

### North-West Ward election

Enrolment category	Participation as a percentage of voters enrolled in each category for 2020 Frankston City Council general election	Statewide postal election comparator for 2020 LG elections (excl. Melbourne City Council)
Voters enrolled through section 241 of the LG Act	79.49%	86.27%
aged 18 to 69 years old on election day	77.85%	85.48%
aged 70 years and over on election day	87.30%	90.14%
Voters enrolled through sections 243 - 245 of the LG Act	61.83%	60.96%
<b>Ward total</b>	<b>77.40%</b>	<b>84.12%</b>

### South Ward election

Enrolment category	Participation as a percentage of voters enrolled in each category for 2020 Frankston City Council general election	Statewide postal election comparator for 2020 LG elections (excl. Melbourne City Council)
Voters enrolled through section 241 of the LG Act	85.73%	86.27%
aged 18 to 69 years old on election day	84.85%	85.48%
aged 70 years and over on election day	89.76%	90.14%
Voters enrolled through sections 243 - 245 of the LG Act	62.55%	60.96%
<b>Ward total</b>	<b>84.09%</b>	<b>84.12%</b>

Frankston City Council

## Appendix 11: Complaints

### Written complaints received by the VEC

Date	Nature of the complaint	Action taken by the VEC
5 August 2020	Clarification of Process, Procedure or Legislation - VEC Administration (Website)	Response provided
20 August 2020	Simple Complaint - VEC Administration (Voter Alert)	Response provided
20 August 2020	Clarification of Process, Procedure or Legislation - Enrolment (Checking or Updating Enrolment)	Response provided
20 September 2020	Allegation of potential breach of the law - External Agency as Regulator - Candidates and Parties (Conduct of Candidate or Party)	Action taken and responded
23 September 2020	Allegation of potential breach of the law - External Agency as Regulator - Advertising or Election Material (Location of Signs)	Referred to Council
28 September 2020	Allegation of potential breach of the law - External Agency as Regulator - Advertising or Election Material (Misleading or Deceptive Information)	Referred to LGI
28 September 2020	Allegation of potential breach of the law - External Agency as Regulator - Advertising or Election Material (Misleading or Deceptive Information)	Referred to LGI
28 September 2020	Allegation of potential breach of the law - External Agency as Regulator - Candidates and Parties (Misleading or Deceptive Information)	Referred to LGI
28 September 2020	Allegation of potential breach of the law - External Agency as Regulator - Advertising or Election Material (Misleading or Deceptive Information)	Referred to LGI
1 October 2020	Allegation of potential breach of the law - External Agency as Regulator - Advertising or Election Material (Misleading or Deceptive Information)	Referred to LGI
1 October 2020	Sensitive / Complex Complaint	Response provided
5 October 2020	Allegation of potential breach of the law - External Agency as Regulator - Advertising or Election Material (Location of Signs)	Referred to Council
7 October 2020	Clarification of Process, Procedure or Legislation - Candidates and Parties (Nominations)	Action taken and responded
7 October 2020	Allegation of potential breach of the law - External Agency as Regulator - Candidates and Parties (Conduct of Candidate or Party)	Referred to LGI
9 October 2020	Clarification of Process, Procedure or Legislation - Enrolment (Entitlements)	Response provided
12 October 2020	General Question - Voting (Ballot Papers)	Action taken and responded
13 October 2020	Simple Complaint - Voting (Ballot Papers)	Action taken and responded
13 October 2020	Criticism - A Voting Centre or Election Office (Ballot Papers)	Action taken and responded

## Frankston City Council

13 October 2020	Clarification of Process, Procedure or Legislation - Enrolment (Entitlements)	Response provided
13 October 2020	Criticism - A Voting Centre or Election Office (Ballot Papers)	Action taken and responded
13 October 2020	Simple Complaint - VEC Administration (Voter Alert)	Response provided
14 October 2020	General Question - Voting (Ballot Papers)	Response provided
19 October 2020	Simple Complaint - Voting (Ballot Papers)	Action taken and responded
19 October 2020	Simple Complaint - Voting (Ballot Papers)	Response provided
20 October 2020	Simple Complaint - Enrolment (Incorrect or not updated enrolment details)	Response provided
21 October 2020	Complex Complaint - Voting (Entitlements)	Response provided
21 October 2020	Clarification of Process, Procedure or Legislation - Candidates and Parties (Candidate Statement or Questionnaire)	Response provided
21 October 2020	Sensitive / Complex Complaint	Action taken and responded
22 October 2020	Sensitive / Complex Complaint	Action taken and responded
23 October 2020	Simple Complaint - Voting (Postal Vote Never Received)	Response provided
24 October 2020	Simple Complaint - Voting (Postal Vote Never Received)	Response provided
26 October 2020	Simple Complaint - Voting (Postal Vote Never Received)	Response provided
27 October 2020	Complex Complaint - Voting (Postal Vote Arrived Late)	Response provided
14 November 2020	General Question - Voting (Results)	Response provided

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