



COUNCIL MEETING AGENDA 2021/CM12 Monday 19 July 2021

In accordance with the Minister's Good Practice Guidelines, from 1 May 2020 until 26 April 2022, Councils can conduct virtual meetings which must be streamed live through its website. Frankston City will continue to stream its Council Meetings.

To best manage the current COVID-19 impacts, this meeting will be closed to public attendance.

Verbal Submissions

If you have registered or intend to register to speak to an item on the Council Meeting Agenda, speakers now only have the option of making a verbal submission via telephone. Officers will make contact and the speaker will be greeted by the Chair who will invite the speaker to make their verbal submission.

There are no changes to the limit on speakers i.e. the limit is still a maximum of 10 speakers and it will be at the discretion of the Chair, if further speakers are permitted. Speakers still have 3 minutes to address Council, with the exception of S223 submitters who will receive 5 minutes.

Live streaming is available from the below link:

<https://www.facebook.com/FrankstonCityCouncil>



THE COUNCIL MEETING

Welcome to this Meeting of the Frankston City Council

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

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

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

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

When are they held?

Generally speaking, the Council meets formally every three (3) weeks on a Monday and meetings start at 7.00 pm, unless advertised otherwise. **This Council Meeting will be held in the Council Chambers, Frankston Civic Centre, 30 Davey Street**. Due to the current COVID-19 restrictions, this meeting is closed to public attendance. Livestream footage can be viewed via our website, www.frankston.vic.gov.au.

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

Frankston City Council Governance Rules (adopted 31 August 2020)

25. Chair's Duty

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

- 25.1 *defamatory of or embarrassing to any Councillor, member of Council staff or other person;*
- 25.2 *abusive or objectionable in language or nature;*
- 25.3 *a direct negative of the question before the Chair;*
- 25.4 *vague or unclear in intention;*
- 25.5 *outside the powers of Council; or*
- 25.6 *irrelevant to the item of business on the agenda and has not been admitted as*

79. Chair May Remove

- 79.1 *The Chair may order and cause the removal of any person, including a Councillor, who disrupts any meeting or fails to comply with a direction given under sub-Rule 78.2, or cause the removal of any object or material that is deemed by the Chair as being objectionable or disrespectful.*
- 79.2 *Any person removed from the meeting under sub-Rule 79.1 must not return to the meeting without the approval of the Chair or Council.*

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

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

Live Streaming of Council Meetings

Frankston City Council is now Live Streaming its Council Meetings.

During the COVID-19 crisis, Council is strongly encouraging residents to view the meetings via the live streaming.

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

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

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

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

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

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

The Formal Meeting Agenda

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

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

- **Items Brought Forward**

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

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

Question Time forms are available from the Civic Centre and our website, www.frankston.vic.gov.au.

“Questions with Notice” are to be submitted before 12 noon on the Friday before the relevant Ordinary Meeting either in person at the Frankston Civic Centre, online using the Question Time web form or via email to questions@frankston.vic.gov.au.

“Questions without Notice” are to be submitted between 12 noon on the Friday before the relevant Ordinary Meeting up until 4pm on the day of the relevant Ordinary Meeting either in person via the designated Question Time box located at the Frankston Civic Centre front reception or the after-hours mail box or via email to questions@frankston.vic.gov.au.

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

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

- **Presentation of Petitions and Joint Letters**

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

- **Presentation of Reports**

Matters requiring a Council decision are dealt with through officer reports brought before the Council for consideration. When dealing with each item, as with all formal meeting procedures, one Councillor will propose a motion and another Councillor will second the motion before a vote is taken. If the members of the public wish to clarify any of the items on the Agenda, please contact the relevant manager by phoning 1300 322 322.

- **Presentation of Delegate Reports**

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

- **Urgent Business**

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

- **Closed Meetings**

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

Opportunity to address Council

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

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

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

Disclosure of Conflict of Interest

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

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

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

MAYOR



NOTICE PAPER

ALL COUNCILLORS

NOTICE is hereby given that a Council Meeting of the Council will be held at the Civic Centre, Davey Street, Frankston, on 19 July 2021 at 7.00pm.

COUNCILLOR STATEMENT

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

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

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

OPENING WITH PRAYER

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

ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

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

BUSINESS**1. PRESENTATION TO COMMUNITY GROUPS**

- 1.1 Certificate of Appreciation to Ahmadiyya Muslim Community
Victoria

2. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

Council Meeting No. CM11 held on 28 June 2021.

3. APOLOGIES

Nil

4. DISCLOSURES OF INTEREST AND DECLARATIONS OF CONFLICT OF INTEREST**5. PUBLIC QUESTIONS**

Nil

6. HEARING OF SUBMISSIONS**7. ITEMS BROUGHT FORWARD****8. PRESENTATIONS / AWARDS****9. PRESENTATION OF PETITIONS AND JOINT LETTERS**

Nil

10. DELEGATES' REPORTS

Nil

11. CONSIDERATION OF TOWN PLANNING REPORTS

- 11.1 Town Planning Application 494/2014/P/F - 560 Frankston-Dandenong Road, Carrum Downs - To use and develop the site for a Micro-brewery, sale and consumption of liquor, cafe (food and drink premises) and a variation to the car parking requirements. To amend the permit to extend the operating hours and increase patron numbers on the site.4
- 11.2 Application to Amend Planning Permit 343/2019/P - 24 & 26 Playne Street Frankston - To use the land for the sale and consumption of liquor, to construct or carry out buildings and works in a Commercial 1 Zone (C1Z), to display internally illuminated business identification signage and to reduce the number of car spaces required under Clause 52.06-5 and bicycle parking spaces under Clause 52.34 of the Frankston Planning Scheme.....21
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	Nil	
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	Nil	
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Phil Cantillon

CHIEF EXECUTIVE OFFICER

14/07/2021



Executive Summary

11.1 Town Planning Application 494/2014/P/F - 560 Frankston-Dandenong Road, Carrum Downs - To use and develop the site for a Micro-brewery, sale and consumption of liquor, cafe (food and drink premises) and a variation to the car parking requirements. To amend the permit to extend the operating hours and increase patron numbers on the site.

Enquiries: (Helen Francis: Communities)

Council Plan

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

Purpose

This report considers the merits of the planning application to 494/2014/P/F to amend the permit to extend the operating hours and increase patron numbers on the site.

Recommendation (Director Communities)

That a Notice of Decision to Grant an Amended Planning Permit to application number 494/2014/P/F be issued, subject to the conditions contained in the officer's assessment.

Key Points / Issues

- Planning Permit 494/2014/P relates to Dainton Brewery which is located at the subject site and the permit allows:
- *"To use and develop the site for a Micro-brewery, sale and consumption of liquor, café (food and drink premises) and a variation to the car parking requirements."*
- The application seeks approval to amend Conditions 5 and 6 on Planning Permit 494/2014/P to increase the trading hours and patronage numbers allowed on the premises from 110 patrons to a maximum of 200 patrons.
- Public Notice of the application was provided and there were two objections received that raised concerns about car parking, noise, anti-social behaviour and security.
- Following an assessment of the proposal, it is considered to be consistent with the relevant planning policies in the Frankston Planning Scheme, that the proposal would have limited impact on the local area, and the amenity concerns raised by objectors would be controlled through conditions on the planning permit.
- The application is being reported to Council as it includes the sale and consumption of liquor.

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

Financial Impact

The fee paid for this application is \$1318.10. The average cost to process a planning application is \$2,265. There are no financial implications associated with this report.

There are financial costs associated with processing the application, however, these costs can be accommodated within existing budgets.

11.1 Town Planning Application 494/2014/P/F - 560 Frankston-Dandenong Road, Carrum Downs - To use and develop the site for a Micro-brewery, sale and consumption of liquor, cafe (food and drink premises) and a variation to the car parking requirements. To amend the permit to extend the operating hours and increase patron numbers on the site.

Executive Summary

Consultation

1. External Referrals

The application was referred externally to Victoria Police, however no response was received as at the date of this report. Victoria Police have previously advised Council officers that they prefer to comment upon receipt of referral from the VCGLR as part of the formal licensing process. However, on occasion circumstances will raise any serious concerns which may be apparent from Council's referral.

2. Internal Referrals

The application was referred internally to Council's Community Strengthening Department who was satisfied as to any potential significant health, social or amenity impacts.

The application was referred internally to Council's Traffic Engineer who was satisfied with regard to car parking and traffic management subject to some changes to the numbers of patrons on the site during general business hours.

Notification of Proposal

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

Notification was given in the form of:

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

As a result of the public notification, two (2) objections were received. The grounds of objection are summarised in the officer's assessment contained within this report.

Analysis (Environmental / Economic / Social Implications)

The proposal should have no negative environmental or social impact. The proposed changes to increase patron numbers and operation times of the brewery should bring some economic growth and employment opportunities into the area. The premises provides a recreational and social outlet to the community and the proposal will broaden opportunity for the community to take advantage of this.

There is existing approval for the sale and consumption of liquor on the premises and proposal to extend the operation times and patron numbers is considered to be reasonable in association with current use.

Legal / Policy / Council Plan Impact

Charter of Human Rights and Responsibilities

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

11.1 Town Planning Application 494/2014/P/F - 560 Frankston-Dandenong Road, Carrum Downs - To use and develop the site for a Micro-brewery, sale and consumption of liquor, cafe (food and drink premises) and a variation to the car parking requirements. To amend the permit to extend the operating hours and increase patron numbers on the site.

Executive Summary

Legal

The proposal required planning approval under:

- Clause 52.27 (Licenced Premises) of the Frankston Planning Scheme.

Policy Impacts

The relevant State and Local Planning Policies are outlined below:

- Amenity and Safety (Clause 13.07)
- Economic Development (Clause 17)
- Settlement (Clause 21.04)
- Economic Development (Clause 21.08)

Officer's Declaration of Interests

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

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

Risk Mitigation

There are no particular risks associated with this application.

Conclusion

The proposal is considered to be consistent with State and Local Planning Policy. The proposal is satisfactory subject to the inclusion of conditions and should be supported as discussed throughout this report.

ATTACHMENTS

- | | |
|--|---|
| Attachment A: <u>↓</u> | Attachment A - Aerial Photograph - 560 Frankston-Dandenong Road, Carrum Downs |
| Attachment B: <u>↓</u> | Attachment B - Locality Plan - 560 Frankston-Dandenong Road, Carrum downs |
| Attachment C: <u>↓</u> | Attachment C - Seating Capacity Plan - 560 Frankston-Dandenong Road, Carrum Downs - Dainton's Brewery |

11.1 Town Planning Application 494/2014/P/F - 560 Frankston-Dandenong Road, Carrum Downs - To use and develop the site for a Micro-brewery, sale and consumption of liquor, cafe (food and drink premises) and a variation to the car parking requirements. To amend the permit to extend the operating hours and increase patron numbers on the site.

Officers' Assessment

Summary

Existing Use	Industrial (Micro-brewery) and café (Food and drink premises)
Site Area	1991 square metres
Proposal	Amend the days and hours of operation and increase in patron numbers
Site Cover	Not applicable
Permeability	Not applicable
Zoning	Industrial 1 Zone
Overlays	Nil
Neighbourhood Character Precinct	Not applicable
Reason for Reporting to Council	Application associated with liquor outside of FMAC

Background

Subject Site

The subject site is regular in shape and is located on the north-west side of Frankston-Dandenong Road in Carrum Downs.

The site is accessed via a sealed service road running parallel to the Frankston-Dandenong Road, which is a major arterial road. The service road contains formalised kerb and channel along with a sealed footpath.

Dainton Brewery operates from the site. There is car parking facilities in front of the existing building, and landscaping across the front and the side boundaries of the site.

Locality

The subject site is within an established industrial area that displays a mix of uses. Vinnies is located immediately to the north-east, peripheral sales uses and a Bingo Centre are located in the area to the south-west, and to rear (west) warehouse uses. The opposite side of Frankston-Dandenong Road is characterised by residential development. The wide road reserve provides a large separation between the industrial and residential areas.

Details of any restrictive covenants

Covenant M407562G was registered on Title on 6 August 2016. It restricts:

- The building materials to be used on the site;

11.1 Town Planning Application 494/2014/P/F - 560 Frankston-Dandenong Road, Carrum Downs - To use and develop the site for a Micro-brewery, sale and consumption of liquor, cafe (food and drink premises) and a variation to the car parking requirements. To amend the permit to extend the operating hours and increase patron numbers on the site.

Officers' Assessment

- The erection of free standing signage without the written approval of Ballanbuan Pty Ltd;
- The type of signage (except business identification signage to be erected on the site);
- The use of the site within 12 metres of the Frankston-Dandenong Road boundary;
- The location and type of fencing to be erected on the site;
- Machinery being in view from Frankston-Dandenong Road; Any buildings being erected on the site within the first 10 years of the Covenant without the written approval of Ballanbuan Pty Ltd; and
- Any buildings within 12 metres of the Frankston-Dandenong Road boundary.

The proposal does not breach any of these restrictions.

The Certificate of Title submitted with the application indicates that the site is not burdened by any Section 173 Agreements.

Site History

Previous planning permit applications for the site include:

- Planning Permit 762/2010/P, approved 30 June 2011 to use the land for motor vehicle sales and to display business identification signage.
- Planning Permit 494/2014/P, approved by Council at meeting held on 23 March 2015, to use and develop the site for a micro-brewery, sale and consumption of liquor, cafe (food and drink premises) and variation to the car parking requirements.
 - Endorsed plans were amended under secondary consent and approved on 31 August 2015 (Council meeting); to increase the building setback from the rear west boundary to 2.5 metres in lieu of 2 metres.
 - A permit (section 72) amendment was approved on 1 May 2017 (Council meeting); making changes to the planning permit and endorsed plans, including an increase in the trading hours for the sale and consumption of alcohol, an increase in the patronage numbers (60 to 110), an increase in the licenced area and reduction in the car parking requirement.
 - A section 72 amendment was approved on 20 March 2019; making changes to the planning permit to increase the area in which liquor can be sold and consumed to reconfigure part of the car park to extend the outdoor seating area.

Proposal

The application seeks to amend Conditions 5 and 6 of the Planning Permit to increase trading hours and patron numbers at the premises.

11.1 Town Planning Application 494/2014/P/F - 560 Frankston-Dandenong Road, Carrum Downs - To use and develop the site for a Micro-brewery, sale and consumption of liquor, cafe (food and drink premises) and a variation to the car parking requirements. To amend the permit to extend the operating hours and increase patron numbers on the site.

Officers' Assessment

Condition 5 currently requires:

“The selling or consumption of alcohol; tasting room and café (Manufacturing sales and food and drink premises) must only take place at the premises during the following hours:

Thursday 12 noon – 10:30 pm

Friday and Saturday 12 noon – 12:00 am

Sunday 12 noon – 9 pm

Condition 6 currently requires:

“Not more than 110 patrons may be present on the premises at any one time in association with the tasting room and café (Manufacturing sales and food and drink premises).”

The proposed changes to these conditions are summarised as follows:

Monday – Wednesday - 12noon-10.30pm – 110 patrons

Thursday-Friday - 12noon-5.00pm – 110 patrons
- 5.00-10.30pm – 200 patrons

Saturday-Sunday - 12noon-12midnight – 200 patrons.

State and Local Planning Policy Frameworks

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

- Clause 11 - Settlement
- Clause 17 – Economic Development
- Clause 19 - Transport

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

- Clause 21.02 – Key Issues
- Clause 21.03 – Vision and Strategic Framework
- Clause 21.04 - Settlement
- Clause 21.08 – Economic Development

Planning Scheme Controls

A Planning Permit is required pursuant to:

- Clause 52.27 – To extend the hours of trading and increase the number of patrons allowed under the licence.

11.1 Town Planning Application 494/2014/P/F - 560 Frankston-Dandenong Road, Carrum Downs - To use and develop the site for a Micro-brewery, sale and consumption of liquor, cafe (food and drink premises) and a variation to the car parking requirements. To amend the permit to extend the operating hours and increase patron numbers on the site.

Officers' Assessment

Notification of Proposal

The grounds of objection are summarised as follows:

- Noise
- Car parking
- Poor social behaviour
- Security

A Residents Discussion Meeting was not held. The matters raised are considered in the report and can be addressed as conditions of permit. It is noted that one objection specifically indicates they do not object to the proposal, but would like see their concerns are addressed in any permit issued.

Discussion

State and Local Planning Policy

The proposal is consistent with State and Local Planning Policy which seeks to facilitate growth in a range of employment sectors, meets commercial needs for entertainment services and to maximise economic, social and cultural benefits.

Planning Policy seeks to rejuvenate ageing industrial areas, ensure compatible uses are located together and that where there is interface with residential areas, there will be minimal amenity impact.

The Micro-brewery located on a main road and is well separated from the residential area on the opposite side of Frankston-Dandenong Road which acts as a major boundary delineation. The current use was approved in 2018 and there have been no major concerns raised with planning enforcement since that time. The proposed changes to increase patron numbers on the site are restricted to after normal business hours throughout the week. It is therefore not expected that there would be any negative impact on other businesses within the area or car parking issues.

It is satisfied that the proposal meets the relevant Planning Policies of the Frankston Planning Scheme.

Clause 52.06 Car Parking

The subject site is located within a Principle Public Transport Network Area which is with close proximity to main public transport networks, and was introduced into the Frankston Planning Scheme via Amendment VC148 on 31 July 2018; and later amended by Amendment VC151.

This reduces the car parking requirements for a food and drink premises considerably from 0.4 car spaces per patron to 3.5 spaces to each 100 square metres of leasable floor area; which is 950 square metres in this case. Effectively, a total of 33 car spaces are required on site, and there are 21 car spaces currently provided. There is however a car parking credit of 20 spaces associated with the use that was approved by Council on 1 May 2017; prior to the introduction of Amendment VC148. There were 41 car spaces required at that time.

Council's Traffic Engineer indicates a total of 33 car spaces are required under the current car parking provisions, which means a reduction in the car parking provision is not required (with benefit of the existing 20 space credit noted).

11.1 Town Planning Application 494/2014/P/F - 560 Frankston-Dandenong Road, Carrum Downs - To use and develop the site for a Micro-brewery, sale and consumption of liquor, cafe (food and drink premises) and a variation to the car parking requirements. To amend the permit to extend the operating hours and increase patron numbers on the site.

Officers' Assessment

However, concerns were raised about the impact that an increase in patronage may have on on-street car parking in the local area. This was based on evidence in the supporting traffic and car parking assessment produced by O'Brien Traffic (November 2020) and empirical car parking surveys undertaken by Council.

As a result, it is recommended the patronage numbers should remain at 110 during the day/business hours; but can be increased to 200 in the evenings after 6.00pm when this would unlikely impact on the area. Discussion with the applicant indicate they are amenable to these changes.

The following table reflects the existing operating and patronage detail and the proposed changes to be adopted by Council (where officers recommended changes differ from those proposed by the applicant these are identified in red).

Days	Current		Proposed	
	Hours	Patrons	Hours	Patrons
Monday-Wednesday	Closed	110	12noon-10.30pm	110
Thursday	12noon-10.30pm	110	12noon-10.30pm	110
Friday	12noon-12midnight	110	12noon-6.00pm	110
			6.00pm – 12midnight	200
Saturday	12noon-12midnight	110	12noon-6.00pm	110
			6.00pm – 12midnight	200
Sunday	12noon-12midnight	110	12noon-6.00pm	110
			6.00pm – 10.30pm	200

 Recommended Changes

Clause 52.27 Licence Premises

A permit is required under the provisions Clause 52.27 of the Frankston Planning Scheme because the hours of trading allowed under a licence are to be extended and the number of patrons allowed under a licence is to be increased.

The Purpose of this policy is:

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

11.1 Town Planning Application 494/2014/P/F - 560 Frankston-Dandenong Road, Carrum Downs - To use and develop the site for a Micro-brewery, sale and consumption of liquor, cafe (food and drink premises) and a variation to the car parking requirements. To amend the permit to extend the operating hours and increase patron numbers on the site.

Officers' Assessment

The Decision guidelines of Clause 52.27, have been considered and the following comments are made:

- The Proposal is consistent with the relevant Planning Policy Frameworks as discussed above.
- On weekdays, the Micro-brewery is currently closed to the public on Mondays to Wednesdays, but is open on Thursdays and Fridays. There is a limit of 110 patrons allowed on site during main business hours (prior to 5:00 pm). It is proposed to maintain the same patron numbers during these times, however, extend the trading hours to include Mondays-Wednesdays between 12 noon- 10:30 pm. There is no evidence to suggest the use has presented any past problems within in local area and it is reasonable to assume this would continue to be the case.
- The proposed increase from 110 to 200 patrons on the site at any one time, equates to an extra 90 people on site. The applicant has provided a seating capacity plan, which requires adjusting to reflect seating for a maximum of 200 persons on site. This can be done as a condition of permit. The 200 patron figure will apply to after hours when the majority of businesses in the area will be closed for the day (after 6:00 pm). In this regard it is considered there would be no increase in amenity concerns or potential conflict between uses because of the differing operating hours.
- The existing use benefits from car parking credits associated with past planning approval as discussed above. It is acknowledged there will be an increase in demand for more on-street car parking within the immediate area associated with the increased patron numbers. Hence, measures are recommended ensuring there will be minimal impact on the area and local business.
- The existing Planning Permit includes amenity controls relating to noise, emissions, anti-social behaviour, security and car parking. This is to be extended with an additional condition relating to controlling any live music requiring compliance with the requirements of State Environment Protection Policy (Control of Music Noise from Public Premises) No. N-2 (SEPP N-2). The conditions and the addition of the condition noted above will continue to minimise any negative amenity impacts associated with the facility.

Permit Amendments

To enable the proposal, the following amendments are required to the permit:

- The deletion of existing Conditions 1a-c (which have already been satisfied) and the addition of a new Condition 1a requiring an amended seating capacity plan.
- Condition 5 will be amended to include the extended trading hours.
- Condition 6 will be amended to include the increase in patron numbers.
- The addition of Condition 15 requiring that noise emanating from the premises must not exceed the requirements of State Environment Protection Policy (Control of Music Noise from Public Premises) No. N-2 (SEPP N-2) and the subsequent renumbering of conditions.

11.1 Town Planning Application 494/2014/P/F - 560 Frankston-Dandenong Road, Carrum Downs - To use and develop the site for a Micro-brewery, sale and consumption of liquor, cafe (food and drink premises) and a variation to the car parking requirements. To amend the permit to extend the operating hours and increase patron numbers on the site.

Officers' Assessment

Analysis (Economic and Social Implications)

It is considered that the proposal has potential to provide a beneficial economic impact in supporting the viability of a local business and increased local job opportunities. It also would have positive implications by increasing recreational and social opportunities to the community.

Good management of the facilities and implementation of the controls required by the planning permit will minimise any potential for negative social behaviour and amenity concern.

Conclusion

As discussed the proposal is considered reasonable and can be supported subject to conditions.

Recommendation (Director Communities)

That Council resolves to issue a Notice of Decision to Grant an Amended Planning Permit in respect to Planning Permit Application number 494/2014/P/F for a Micro-brewery, sale and consumption of liquor, café (food and drink premises) and a variation to the car parking requirements' at 560 Frankston-Dandenong Road, Carrum Downs, subject to the following conditions:

Plans

1. Before the use and/or development starts, amended plans to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. When approved, the plans will be endorsed and will then form part of the permit. The plans must be drawn to scale with dimensions and three copies must be provided. The plans must be substantially in accordance with the plans submitted with the application (or some other specified plan) but modified to show:
 - (a) The seating capacity plan for the Dainton Micro-brewery is modified to reflect seating for a maximum of 200 patrons at any one time.

No Alterations

2. The use as shown on the endorsed plans must not be altered without the prior written consent of the Responsible Authority.
3. Once the development has commenced it must be continued and completed to the satisfaction of the Responsible Authority.
4. The licensed area as shown on the endorsed plans must not be altered without the prior written consent of the Responsible Authority.

Liquor Licence Requirements

5. The selling or consumption of alcohol; tasting room and café (Manufacturing sales and food and drink premises) must only take place at the premises during the following hours:

Monday to Wednesday

12 noon – 10:30 pm

11.1 Town Planning Application 494/2014/P/F - 560 Frankston-Dandenong Road, Carrum Downs - To use and develop the site for a Micro-brewery, sale and consumption of liquor, cafe (food and drink premises) and a variation to the car parking requirements. To amend the permit to extend the operating hours and increase patron numbers on the site.

Officers' Assessment

- | | |
|---------------------|--------------------|
| Thursday | 12 noon – 10:30 pm |
| Friday and Saturday | 12 noon – 12:00 am |
| Sunday | 12 noon – 10:30 pm |
6. Not more than the following number of patrons may be present on the premises at any one time in association with the tasting room and café (Manufacturing sales and food and drink premises):
- | | |
|--------------------|--|
| Monday to Thursday | 12 noon – 10:30 pm – 110 patrons |
| Friday - Saturday | 12 noon – 6:00 pm – 110 patrons
6:00 pm – 12 midnight – 200 patrons |
| Sunday | 12 noon – 6:00 pm – 110 patrons
6:00 pm - 10.30 pm – 200 patrons |
7. The Brewery (industry) hereby permitted may operate only between the hours of:
- | | |
|-------------------------------|---|
| Monday to Wednesday | 8am - 6pm |
| Thursday, Friday and Saturday | 8am - 4pm (no deliveries after 12 noon) |
8. Car parking spaces 1 – 5 and 6 – 14 must be kept clear for truck turning areas of deliveries during the hours of the Brewery (industry) (refer to Condition 7).
9. The licensee/permit holder shall not cause or permit undue detriment to the amenity of the area to arise out of or in connection with the use of the premises to which the licence/permit relates during or immediately after trading hours authorised by the licence/permit.
10. Liquor must not be consumed in the licensed area by members of the public outside the opening hours of the café.
11. Sales of packaged liquor to members of the public for consumption on or off the licensed premises must not take place on the land outside the opening hours of the café.
12. The licensee/permit holder shall not cause or permit undue detriment to the amenity of the area to arise out of or in connection with the use of the premises to which the licence/permit relates during or immediately after trading hours authorised by the licence/permit.
13. The loading and unloading of goods from vehicles must only be carried out on the land within the designated loading bays and must not disrupt the circulation and parking of vehicles on the land.
14. The amenity of the area must not be detrimentally affected by the development and/or use through the:-
- Parking of vehicles and loading / unloading of vehicles;
 - Transport of materials, goods or commodities to or from the land;
 - Appearance of any building, works or materials;
 - Emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit or oil;

11.1 Town Planning Application 494/2014/P/F - 560 Frankston-Dandenong Road, Carrum Downs - To use and develop the site for a Micro-brewery, sale and consumption of liquor, cafe (food and drink premises) and a variation to the car parking requirements. To amend the permit to extend the operating hours and increase patron numbers on the site.

Officers' Assessment

e) Presence of vermin; or

f) In any other way.

to the satisfaction of the Responsible Authority.

15. Noise emanating from the premises must not exceed the requirements of State Environment Protection Policy (Control of Music Noise from Public Premises) No. N-2 (SEPP N-2) or superseding legislation.

Environment Protection Authority (EPA)

16. The proponent must apply for and be issued with a works approval from the Environment Protection Authority with respect to the use and development of the site for a micro-brewery prior to any works beginning.

There must be no discharge of wastewater or contaminated stormwater to the stormwater drainage system or surface waters. Suitable drains, interceptor pits, water treatment facilities, pumps and sumps must be installed to ensure that any wastewater or contaminated stormwater generated at the premises is:

- Connected to reticulated sewer, in accordance with the Trade Waste Agreement; or
 - Collected by an EPA permitted contractor, as appropriate.
17. A secondary containment system shall be provided for liquids and chemicals which if split are likely to cause pollution or pose an environmental hazard, in accordance with the Building Guidelines (EPA Publication No. 347, 1992).
18. Noise emissions from the premises must meet the objectives of State Environment Protection Policy (Control of Noise from Commerce, Industry and Trade) N-1.
19. Odours offensive to the senses of human beings must not be discharged beyond the boundaries of the premises.
20. All putrescible waste (including spent grains/yeast etc.) must be sorted in sealed and lidded bins and removed from the premises as frequently as required to prevent the discharge of offensive odours.
21. There must be no visible discharge of dust beyond the boundary of the premises. All waste discharges to the external atmosphere must be:
- Discharged from a stack outlet at least 3 metres above the roofline of any building or
 - Obstruction within a 15 metre radius;
 - Discharged with an efflux velocity of at least 10 metres per second; and
 - Not be obstructed at the stack outlet by a weather cap, cowl or other obstruction.

Drainage

22. Prior to commencement of development construction detailed design plans and drainage computations of the internal stormwater drainage system including the method of connection to the existing Council drainage infrastructure are to be

11.1 Town Planning Application 494/2014/P/F - 560 Frankston-Dandenong Road, Carrum Downs - To use and develop the site for a Micro-brewery, sale and consumption of liquor, cafe (food and drink premises) and a variation to the car parking requirements. To amend the permit to extend the operating hours and increase patron numbers on the site.

Officers' Assessment

submitted and approved to the satisfaction of the Responsible Authority.

23. Vehicle crossing shall be constructed to Frankston City Council's standards and specifications to the satisfaction of the Responsible Authority.
24. Concrete kerbs and barriers shall be provided to the satisfaction of the responsible authority to prevent direct vehicle access to an adjoining road other than by a vehicle crossing.
25. Where the development involves work on or access to Council controlled land including roads, reserves and right of way, the owner, operator and their agents under this permit must at all times take adequate precautions to maintain works to the highest public safety standards, to the satisfaction of the Responsible Authority.

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

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

Car Parking and Access

26. Before the occupation of any development hereby permitted commences areas set aside for parking vehicles, loading bays, access lanes and paths as shown on the endorsed plans must be :-
 - a) Constructed to the satisfaction of the Responsible Authority.
 - b) Properly formed to such levels that they can be used in accordance with the plans.
 - c) Surfaced with an all-weather sealcoat
 - d) Drained and maintained to the satisfaction of the Responsible Authority.
 - e) Line-marked to indicate each car space, loading bay and all access lanes and if necessary, the direction in which vehicles are to travel to the satisfaction of the Responsible Authority.

Car spaces, access lanes and driveways must be kept available for these purposes at all times.

Satisfactorily Completed

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

Permit Expiry

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

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Officers' Assessment

- The use is not commenced within two (2) years of the date of this permit.
- The use ceases for a continuous period of two (2) or more years.

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

Notes

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

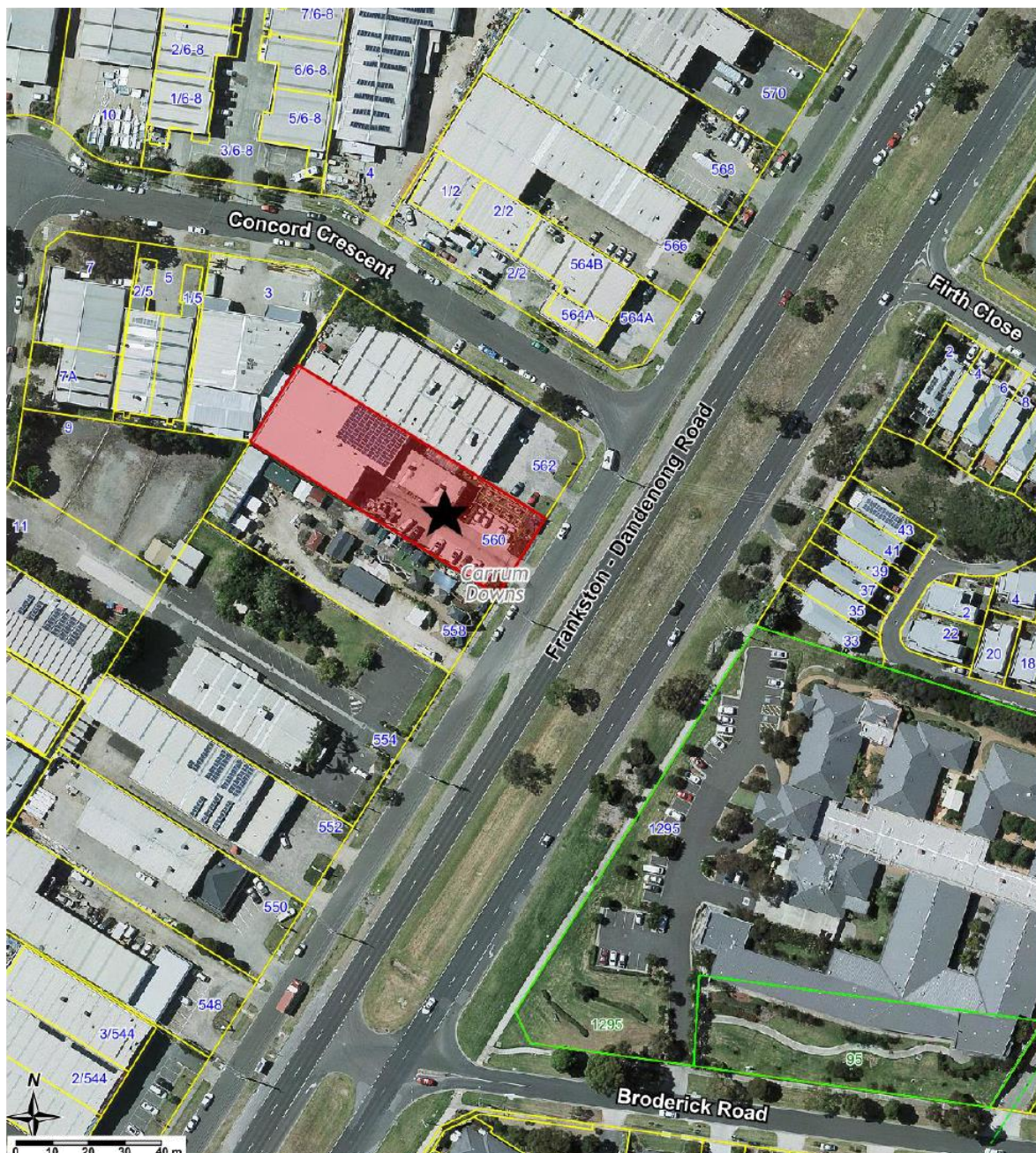
If a request is made out of time, the Responsible Authority cannot consider the request and the permit holder will not be able to apply to VCAT for a review of the matter.

Asset Protection Permit

- E. Water Sensitive Urban Design principles (WSUD) are to be incorporated into the drainage design, which may include but not be limited to the following components or a combination thereof:
- On-site stormwater detention and rainwater tanks.
 - Soil percolation
 - Stormwater harvesting and Re-use of stormwater for garden watering, toilet flushing, etc

On-site 'bio-treatment' to reduce dissolved contaminants and suspended solids.

Aerial Map - 494/2014/P/F - 560 Frankston-Dendenong Road Carrum Downs 3201



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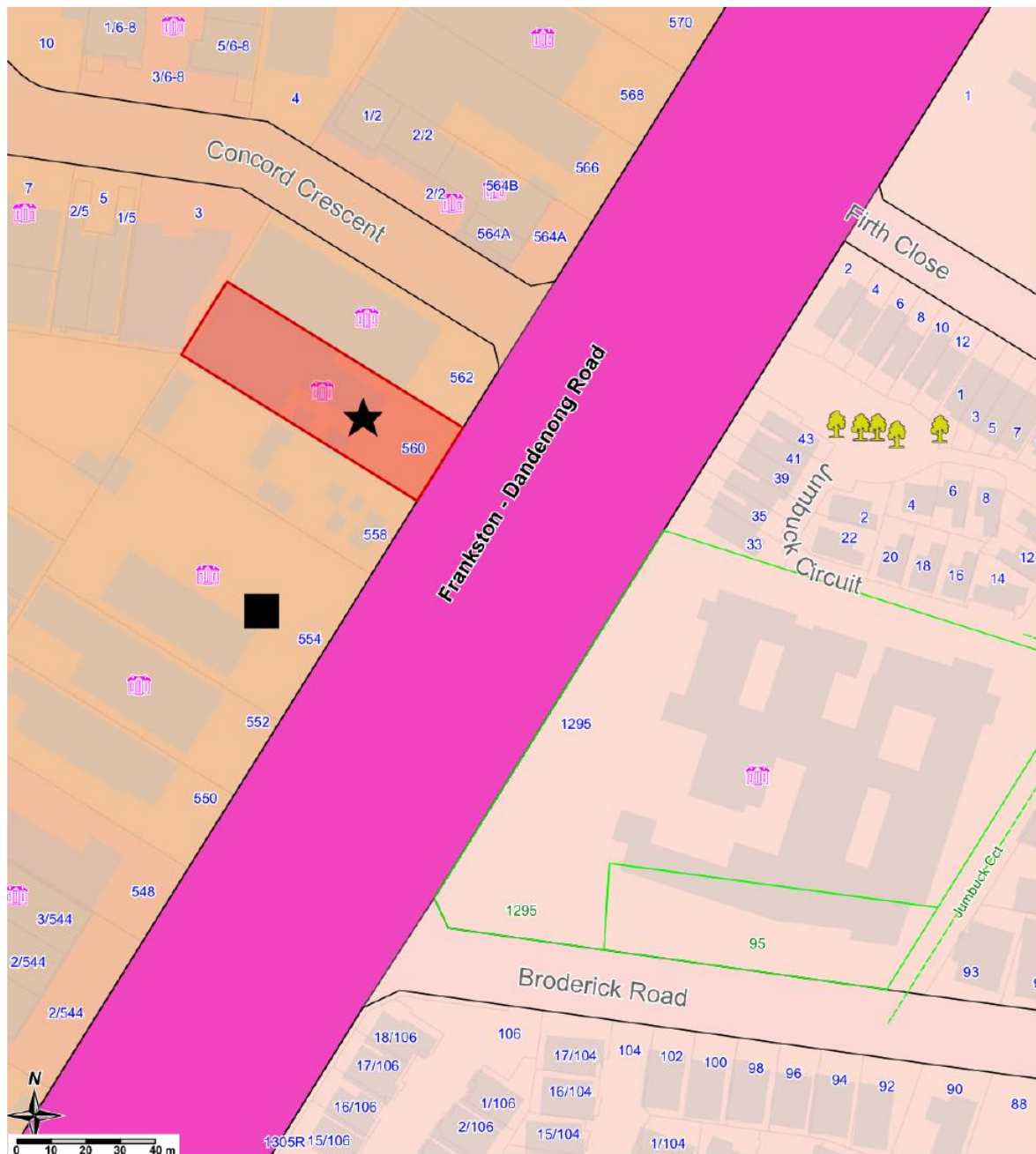
Locality Map - Town Planning Application 494/2014/P/F - 560 Frankston-Dandenong Road Carrum Downs 3201



Subject Site



2 Objectors (1 not shown)



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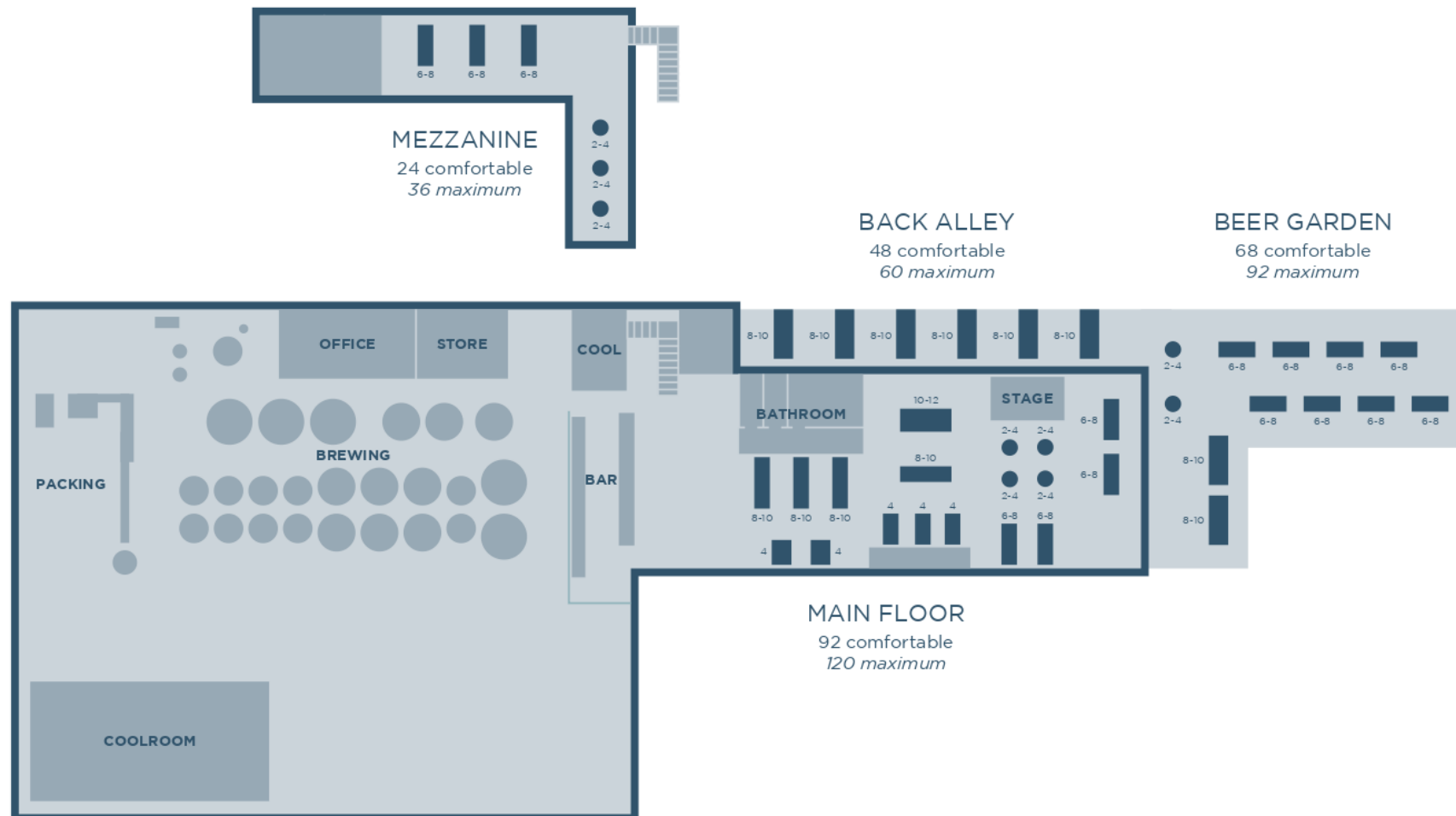
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DAINTON BREWERY & TAPHOUSE

SEATED PATRON CAPACITY

232 comfortable
308 maximum



Executive Summary**11.2 Application to Amend Planning Permit 343/2019/P - 24 & 26 Playne Street Frankston - To use the land for the sale and consumption of liquor, to construct or carry out buildings and works in a Commercial 1 Zone (C1Z), to display internally illuminated business identification signage and to reduce the number of car spaces required under Clause 52.06-5 and bicycle parking spaces under Clause 52.34 of the Frankston Planning Scheme**

Enquiries: (Sam Clements: Communities)

Council Plan

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

Purpose

This report considers the merits of the planning application to amend Planning Permit 343/2019/P to increase the red line area to include the rear courtyard.

Recommendation (Director Communities)

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

Key Points / Issues

- It is proposed to amend the existing Planning Permit to increase the red line area to include the rear courtyard.
- Planning Permit 343/2019/P was issued on 20 December 2019 to use the land for the sale and consumption of liquor, to construct or carry out buildings and works in a Commercial 1 Zone (C1Z), to display internally illuminated business identification signage and to reduce the number of car spaces required under Clause 52.06-5 and bicycle parking spaces under Clause 52.34 of the Frankston Planning Scheme.
- No change is proposed to the existing hours of liquor consumption or patron numbers.
- The application is reported to Council as the use operates with greater than 100 patrons.

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

Financial Impact

The fee paid for this application is \$1602.80. The average cost to process a planning application is \$2,265.

Consultation**1. Referrals**

The application was not referred to any external or internal departments due to the minor nature of the amendment.

**11.2 Application to Amend Planning Permit 343/2019/P - 24 & 26 Playne Street
Frankston - To use the land for the sale and consumption of liquor, to construct
or carry out buildings and works in a Commercial 1 Zone (C1Z), to display
internally illuminated business identification signage and to reduce the number
of car spaces required under Clause 52.06-5 and bicycle parking spaces under
Clause 52.34 of the Frankston Planning Scheme**

Executive Summary

Notification of Proposal

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

Notification was given in the form of:

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

As a result of the public notification, two (2) objections were received. The grounds of objection are summarised in the officer's assessment contained within this report.

Analysis (Environmental / Economic / Social Implications)

The proposal will have no material impact on the environment given its location and nature. The proposed licensing of the hotel will bring economic growth and employment opportunities in the area and promote the vibrancy of the city centre. The proposal will constitute another alcohol related use in the Frankston Central Activities Area, however appropriate management of the facility as would be required under a Liquor Licence approval issued by the Victorian Commission for Gambling and Liquor Regulation (VCGLR) would mitigate impacts in this area and provide mechanism for enforcement.

Legal / Policy / Council Plan Impact

Charter of Human Rights and Responsibilities

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

Legal

The proposed amendment requires approval under Clause 52.27 (Licensed Premises).

Policy Impacts

The relevant State and Local Policies are:

- Clause 17 (Economic Development)
- Clause 21.08 (Economic Development)

Officer's Declaration of Interests

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

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

Risk Mitigation

There are no particular risks associated with this application.

11.2 Application to Amend Planning Permit 343/2019/P - 24 & 26 Playne Street Frankston - To use the land for the sale and consumption of liquor, to construct or carry out buildings and works in a Commercial 1 Zone (C1Z), to display internally illuminated business identification signage and to reduce the number of car spaces required under Clause 52.06-5 and bicycle parking spaces under Clause 52.34 of the Frankston Planning Scheme

Executive Summary

Conclusion

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

ATTACHMENTS

- Attachment A: [↓](#) Locality Map
Attachment B: [↓](#) Aerial Locality Map
Attachment C: [↓](#) Amended Plans

11.2 Application to Amend Planning Permit 343/2019/P - 24 & 26 Playne Street Frankston - To use the land for the sale and consumption of liquor, to construct or carry out buildings and works in a Commercial 1 Zone (C1Z), to display internally illuminated business identification signage and to reduce the number of car spaces required under Clause 52.06-5 and bicycle parking spaces under Clause 52.34 of the Frankston Planning Scheme

Officers' Assessment

Summary

Existing Use	The Hopshop
Site Area	398.54 square metres
Proposal	To amend the existing Planning Permit to increase the red line area to include the rear courtyard.
Zoning	Commercial 1 Zone
Overlays	Parking Overlay Schedule 1
Reason for Reporting to Council	Application associated with Liquor (patron numbers exceeding 100 in FMAC)

Background

Subject Site

The site contains a single storey building, occupied by The Hopshop. It is located on the southern side of Playne Street in Frankston and is known as 24-26 Playne Street.

26 Playne Street is regular in shape, with a frontage of approximately 10 metres to Playne Street and depth of approximately 39 metres. It has an overall area of approximately 398 square metres and is not affected by any easements.

24 Playne Street is irregular in shape forming an "L" shape. It has a frontage to Playne Street and Arthurs Lane to the side. The site contains an existing building at the front of the site (this building is not part of the application). The rear of the site provides for car parking and vehicle access from Arthurs Lane.

Locality

The subject site is located within the Frankston Major Activity Centre and is surrounded by commercial developments.

Site History

Previous planning permit applications for the site include:

- Planning Permit 343/2019/P was issued on 20 December 2019 to use the land for the sale and consumption of liquor, to construct or carry out buildings and works in a Commercial 1 Zone (C1Z), to display internally illuminated business identification signage and to reduce the number of car spaces required under Clause 52.06-5 and bicycle parking spaces under Clause 52.34 of the Frankston Planning Scheme

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**11.2 Application to Amend Planning Permit 343/2019/P - 24 & 26 Playne Street
Frankston - To use the land for the sale and consumption of liquor, to construct
or carry out buildings and works in a Commercial 1 Zone (C1Z), to display
internally illuminated business identification signage and to reduce the number
of car spaces required under Clause 52.06-5 and bicycle parking spaces under
Clause 52.34 of the Frankston Planning Scheme**

Officers' Assessment

Proposal

The proposal is summarised as:

- To increase the red line area to include the rear courtyard.

Planning Policy Framework

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

- Clause 17 (Economic Development)
- Clause 21.08 (Economic Development)

Planning Scheme Controls

A Planning Permit is required pursuant to:

- Clause 52.27 Licenced Premises: To increase the red line area where liquor is allowed to be sold or consumed.

Notification of Proposal

The grounds of objection are summarised as follows:

- Noise from patrons and music.

The applicant has advised that they have not received any complaints regarding noise from surrounding buildings. Council has also not received any direct complaints. It is noted that the area is located in a Commercial Zone where residents should not expect the same level of amenity as in a Residential Zone. The existing conditions of the permit require a venue management plan and compliance with the relevant EPA noise protection policy. A condition will be included limiting the number of patrons in the rear courtyard to 20.

Discussion

State and Local Planning Policy

It is considered that the proposal meets the objectives of the relevant Planning Policies as the hotel is located within an existing retail and commercial area where food and drink premises, including the use of the land for a hotel are allowed as of right. Managed appropriately, the proposal should not reduce the public amenity of the area, and instead should add to the vibrancy of the area as it will assist to provide a destination which will bring customers to the city centre.

Clause 52.27 Licence Premises

It is proposed to amend the red line plan to include the rear courtyard. No change is proposed to existing patron numbers and liquor consumption hours.

During the pandemic, the business obtained a limited licence for the extension of the red line area to provide outdoor dining operation. This limited licence will expire on 30 June 2021. Therefore, the applicant is now proposing to licence the rear courtyard permanently. This amendment will contribute to the business' long term viability during the pandemic.

11.2 Application to Amend Planning Permit 343/2019/P - 24 & 26 Playne Street Frankston - To use the land for the sale and consumption of liquor, to construct or carry out buildings and works in a Commercial 1 Zone (C1Z), to display internally illuminated business identification signage and to reduce the number of car spaces required under Clause 52.06-5 and bicycle parking spaces under Clause 52.34 of the Frankston Planning Scheme

Officers' Assessment

The outdoor area has been licenced under the limited licence since 9 October 2020.

Twenty (20) seats are proposed within the rear courtyard. In order to reduce the impact of patrons and likelihood of larger groups, a condition will be included requiring no more than 20 patrons be present in the rear courtyard.

Analysis (Economic and Social Implications)

It is considered that the proposal will have positive economic development implications. The proposal will generate employment and economic growth when operating.

Recommendation (Director Communities)

That Council resolves to issue a Notice of Decision to Grant an Amended Planning Permit in respect to Planning Permit Application number 343/2019/P to use the land for the sale and consumption of liquor, to construct or carry out buildings and works in a Commercial 1 Zone (C1Z), to display internally illuminated business identification signage and to reduce the number of car spaces required under Clause 52.06-5 and bicycle parking spaces under Clause 52.34 of the Frankston Planning Scheme at 24 & 26 Playne Street Frankston subject to the following conditions:

Plans

1. Before the use and development starts, amended plans to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. When approved, the plans will be endorsed and will then form part of the permit. The plans must be drawn to scale with dimensions and three copies must be provided. The plans must be substantially in accordance with the amended plans submitted with the application (or some other specified plan) but modified to show:
 - (a) The access and turning area for waste collection vehicles at the rear of the site via Arthurs Lane.
 - (b) The six (6) car parking spaces at the rear of the site clearly annotated on site plan to indicate that the spaces are to be used in association with the use of 26 Playne Street.
 - (c) Delete the footpath seating area unless approval is obtained under Local Laws.
 - (d) The Venue/Patron Management Plan amended in accordance with Condition 9.

No Alterations

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

**11.2 Application to Amend Planning Permit 343/2019/P - 24 & 26 Playne Street
Frankston - To use the land for the sale and consumption of liquor, to construct
or carry out buildings and works in a Commercial 1 Zone (C1Z), to display
internally illuminated business identification signage and to reduce the number
of car spaces required under Clause 52.06-5 and bicycle parking spaces under
Clause 52.34 of the Frankston Planning Scheme**

Officers' Assessment

Amenity

4. The amenity of the area must not be detrimentally affected by the use and development through the:
 - a) Transport of materials, goods or commodities to or from the land;
 - b) Appearance of any building, works or materials;
 - c) Emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot ash, dust, waste water, waste products, grit or oil;
 - d) Presence of vermin; others as appropriate; or
 - e) In any other way.
5. Noise levels emanating from the premises must not exceed those required to be met under State Environment Protection Policy (Control of Music Noise from Public Premises), No. N-2.

Liquor Licence Requirements

6. The sale and consumption of alcohol must only take place at the premises during the following hours:
 - a) Hotel premises - Sale and consumption of liquor
 - Sunday 12noon to 11.30pm
 - Monday 12noon to 11pm
 - Tuesday and Wednesday 12noon to 11.30pm
 - Thursday to Saturday 12noon to 1am the following day.
 - Good Friday and Anzac day – 1pm to 10pm
 - b) Bottle shop - Sale and consumption of liquor
 - Monday to Sunday 12noon to 11pm
 - Anzac Day and Good Friday 1pm to 9pm

Patron Numbers

7. Not more than 250 patrons may be present on the premises (including the rear courtyard) at any one time.
8. Not more than 20 patrons may be present in the rear courtyard at any one time.

Car Parking availability

9. A total of 6 car parking spaces to the rear of the land and as shown on the endorsed plans must be made available at all times for the exclusive use of 26 Playne Street to the satisfaction of the Responsible Authority.

Satisfactorily Completed

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

Patron/Venue Management Plan

**11.2 Application to Amend Planning Permit 343/2019/P - 24 & 26 Playne Street
Frankston - To use the land for the sale and consumption of liquor, to construct
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internally illuminated business identification signage and to reduce the number
of car spaces required under Clause 52.06-5 and bicycle parking spaces under
Clause 52.34 of the Frankston Planning Scheme**

Officers' Assessment

11. Prior to the commencement of use, an amended Patron/Venue Management Plan must be submitted, for approval to the satisfaction of the responsible authority. When approved, the plan will be endorsed and will then form part of the permit. All activities forming part of the use must be generally in accordance with the Patron/Venue Management Plan including details as follows:
- a) Renaming of the plan to Patron/Venue Management Plan;
 - b) Hours of Operation (on the premises and off the premises);
 - c) Venue shut down procedures to encourage the patrons to leave the premises sporadically.
 - d) The number of patrons admitted on site at any one time;
 - e) Signage to be used to encourage responsible off-site patron behaviour;
 - f) The training of staff and the management of patron behaviour;
 - g) Measures to control noise emissions from the premises and amenity control;
 - h) Measures to prevent vandalism and antisocial behaviour;
 - i) Details to address waste including bottles, rubbish and reduce generated by the use;

All to the satisfaction of a Responsible Authority.

Signage Requirements

12. The signs hereby permitted must be constructed to the satisfaction of the Responsible Authority, and must be maintained to the satisfaction of the Responsible Authority.
13. For the advertising signs the permit expires 15 years from the date of this permit.
14. Upon expiry of the approved signage, all structures built specifically to support the structure must subsequently be removed.

Permit Expiry

15. This permit will expire if one of the following circumstances applies:
- The development is not started within two (2) years of the date of this permit.
 - The development is not completed within four (4) years of the issued date of this permit.
 - The use is not commenced within two (2) years of the date of this permit.
 - The use ceases for a continuous period of two (2) or more years.

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

Notes

- A. Any request for an extension of time, or variation/amendment of this permit must

**11.2 Application to Amend Planning Permit 343/2019/P - 24 & 26 Playne Street
Frankston - To use the land for the sale and consumption of liquor, to construct
or carry out buildings and works in a Commercial 1 Zone (C1Z), to display
internally illuminated business identification signage and to reduce the number
of car spaces required under Clause 52.06-5 and bicycle parking spaces under
Clause 52.34 of the Frankston Planning Scheme**

Officers' Assessment

be lodged with the relevant fee.

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

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

This permit has been amended as follows:

Date of Amendment	Brief Description
	This permit was amended pursuant to section 74 of the Planning and Environment Act 1987, by amending Condition 7, adding Condition 8, subsequent renumbering of conditions and considering amended plans.

Planning Application 343/2019/P/B – 24-26 Playne St Frankston



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Projection: GDA2020 / MGA zone 55

Scale: 1:1131

Date Printed: 17/06/2021

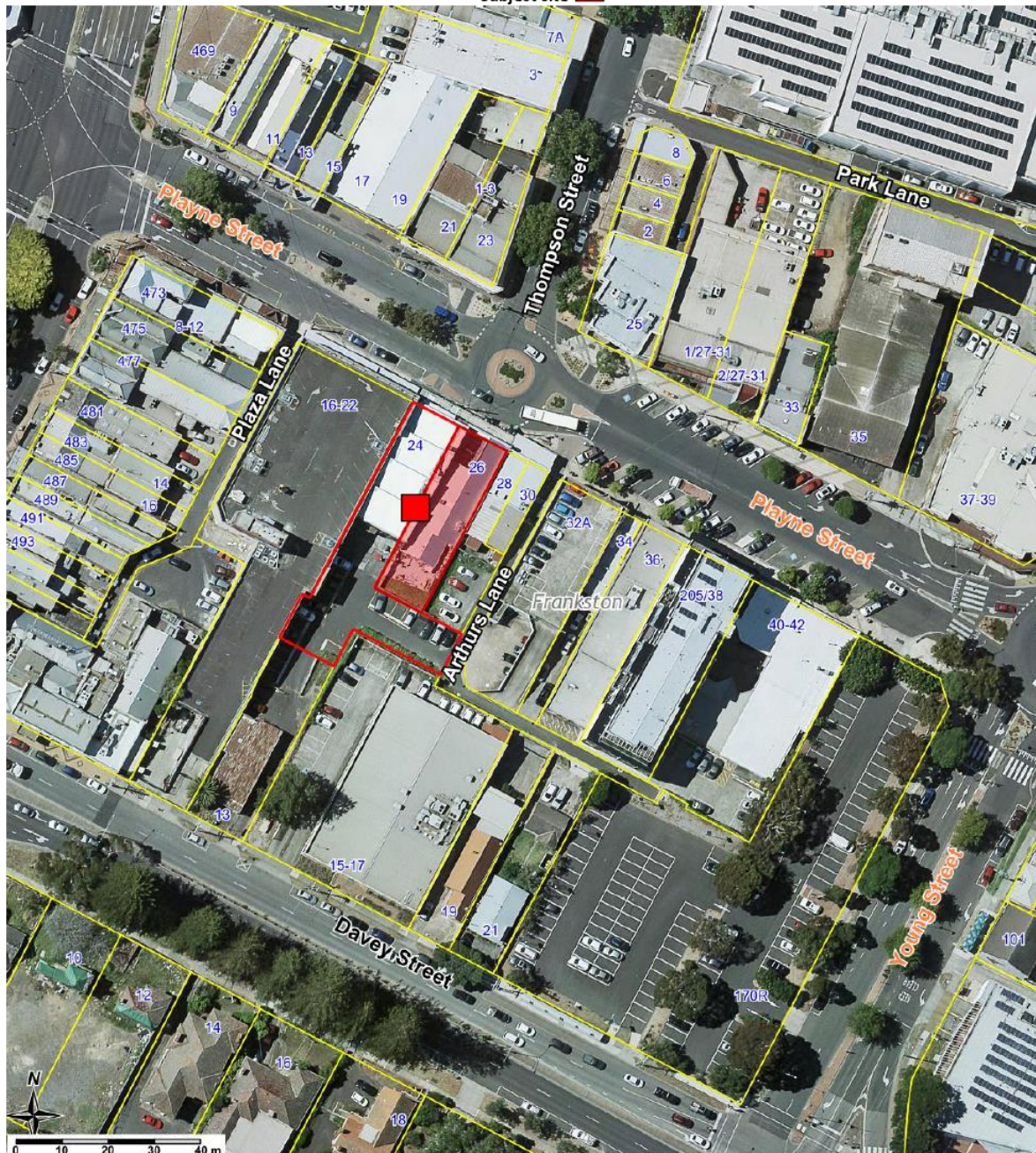
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Planning Application 343/2019/P/B – 24-26 Playne St Frankston

Subject site



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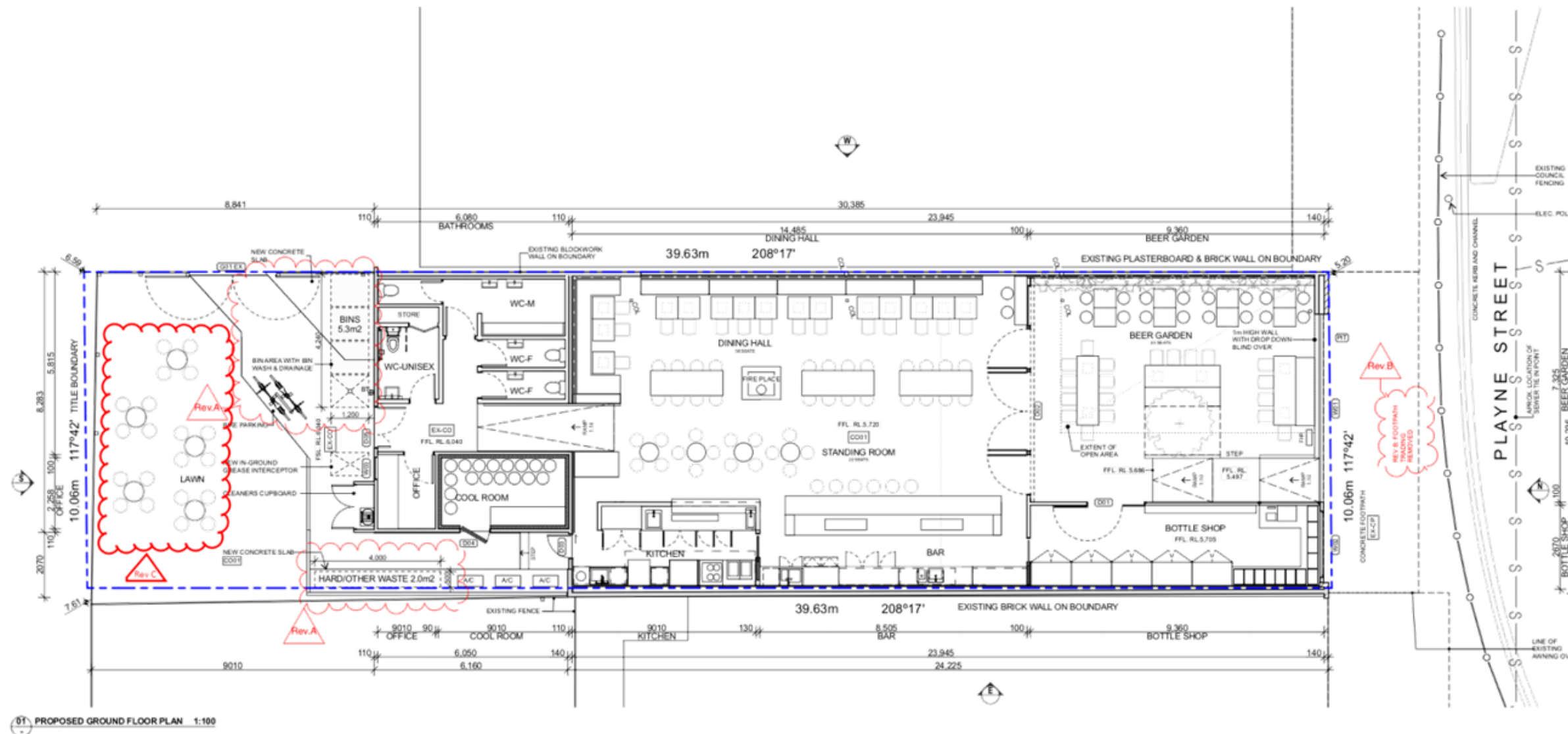
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LEGEND			
	VEHICLE ACCESS	BT	BB TAP
	PEDESTRIAN ACCESS	CP	CAR PARKING SPACE
	SUN DIRECTION	PD	ROLLER DOOR
	DIRECTION OF SITE PHOTO	HW	HABITABLE WINDOW
	DATUM LINE REPRESENTS STYLE BOUNDARY WITH DIMENSION	NGL	NATURAL GROUND LINE
	EXISTING TREE	TBM	TEMPORARY BENCH MARK
	LINE OF NATURAL GROUND LINE AT TOTAL BOUNDARY	AHD	AUSTRALIAN HEIGHT DATUM
	LINE OF NATURAL GROUND LINE AT BUILDING FACE	LPOD	LEGAL POINT OF DISCHARGE
	GAS METER	GM	GAS METER
	WATER METER	WM	WATER METER
	SEWER WYE	SW	SEWER WYE
	SEWER BRANCH	SB	SEWER BRANCH
	WATER BOARD	WB	WATER BOARD
	AIR CONDITIONER	AC	AIR CONDITIONER
	TELECOMMUNICATION PIT	TP	TELECOMMUNICATION PIT
	ELECTRICAL POLE	EP	ELECTRICAL POLE
	LIGHT POLE	LP	LIGHT POLE
	HOT WATER SERVICE	HWS	HOT WATER SERVICE

	SEWER PIPE (200) CONCRETE TO MAIN SEWER PIPE (DEPTHS & OFFSET TO BE CONFIRMED)
	STORMWATER DRAINAGE LEGAL POINT OF DISCHARGE TO BE CONFIRMED

DRAWING TAGS / WALL HATCHES			
	FINISHED FLOOR LEVEL TO RL		FINISHES REFERENCE
	FINISHED GROUND LEVEL TO RL		WALL TYPE
	SPOT LEVEL RL		SPOT LEVEL RL
	SECTION / ELEVATION REF. SHEET REF. NUMBER		EX. WINDOW / DOOR RETAINED
	EXISTING WALL		EX. WINDOW / DOOR REMOVED
	NEW WINDOW / DOOR SELF SIZE		NEW WINDOW / DOOR SELF SIZE

FINISHES	
EXISTING	
EX-01	GENERAL EXISTING FINISH
EX-02	EXISTING BRICK
EX-03	EXISTING CONCRETE BLOCK
EX-04	EXISTING CONCRETE PAVING (STREET)
EX-05	EXISTING CORRUGATED IRON ROOFING
EX-06	EXISTING COLORBOND STEEL
EX-07	EXISTING PAINT FINISH
EX-08	EXISTING STEEL
EX-09	EXISTING STONEWORK
EX-10	EXISTING TIMBER

PROPOSED	
CONCRETE	
CM-01	COLORBOND STEEL
PA-01	PARTIAL PAINTING
GL-01	GLASS - CLEAR
MS-01	METAL DECK ROOFING
RE-01	RENDER
TM-01	TIMBER

DEVELOPMENT SUMMARY - EXISTING	
SITE AREA	388.34m ² (WITHIN TITLE BOUNDARY)
BUILDING SITE COVER AGE	117.14m ² (79.3%)
GROSS FLOOR AREA - EXISTING	299.43m ²

DEVELOPMENT SUMMARY - PROPOSED	
SITE AREA	388.34m ² (WITHIN TITLE BOUNDARY)
BUILDING SITE COVER AGE	117.14m ² (80.17%)
GROSS FLOOR AREA PROPOSED	299.43m ²
EXTERNAL PAVING	32.08m ²

PATRON SEATING	
EXISTING WALL	38
STANDING ROOM	23
BEER GARDEN	43
FOOTPATH SEATING	24
TOTAL	128

PROPOSED GROUND FLOOR PLAN

TOWN PLANNING

The Hop Shop
JOB NO. 19012
26 Playne Street Frankston VIC 3199
CLIENT: Aikens Pty Ltd
18/12/19

TP-21 Rev.c

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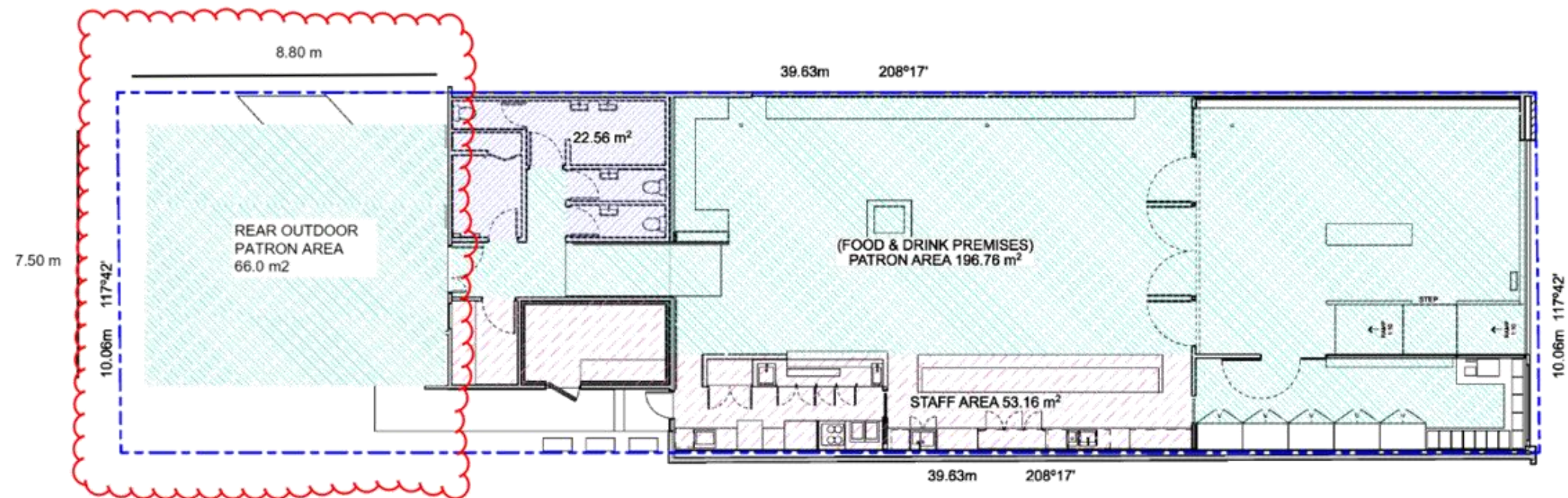
REVISIONS FOR THIS ISSUE SHOWN CLOUDED
17/12/2019 - ISSUED FOR TOWN PLANNING APPROVAL
18/12/2019 - REV.B: FOOTPATH TRADING REMOVED
07/03/2021 UPDATED FOR ADDITIONAL REAR SEATING

W THEREFORE.COM.AU
A PD BOX 2946
FITERDY VIC 3186
P 03 9419 6079

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CHECKED: AL
PRINT: AZ



THEREFORE

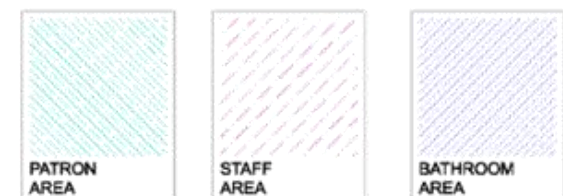


01 PROPOSED GROUND FLOOR USAGE PLAN 1:180

FOOD & DRINK PREMISES - TAVERN		
HOURS:	MONDAY	12:00pm - 11:00pm
	TUESDAY / WEDNESDAY	12:00pm - 11:30pm
	THURSDAY / FRIDAY / SATURDAY	12:00pm - 1:00am
	SUNDAY	12:00pm - 11:30pm
	GOOD FRIDAY & ANZAC DAY	1:00pm - 10:00pm
PATRONS		250

BOTTLE SHOP		
HOURS:	MONDAY - SUNDAY	12:00pm - 11:00pm
	GOOD FRIDAY & ANZAC DAY	1:00pm - 9:00pm

STAFF	8
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PROPOSED LAND USE PLANS

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08.08.2019 - ISSUED FOR TOWN PLANNING APPROVAL

07.03.2021 - UPDATED FOR
VARIATION OF PATRON AREA

W. THEREFORC.COM.AU

A. PO BOX 2946

P. FITZROY VIC 3065

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THEREFORE

TOWN PLANNING

The Hop Shop

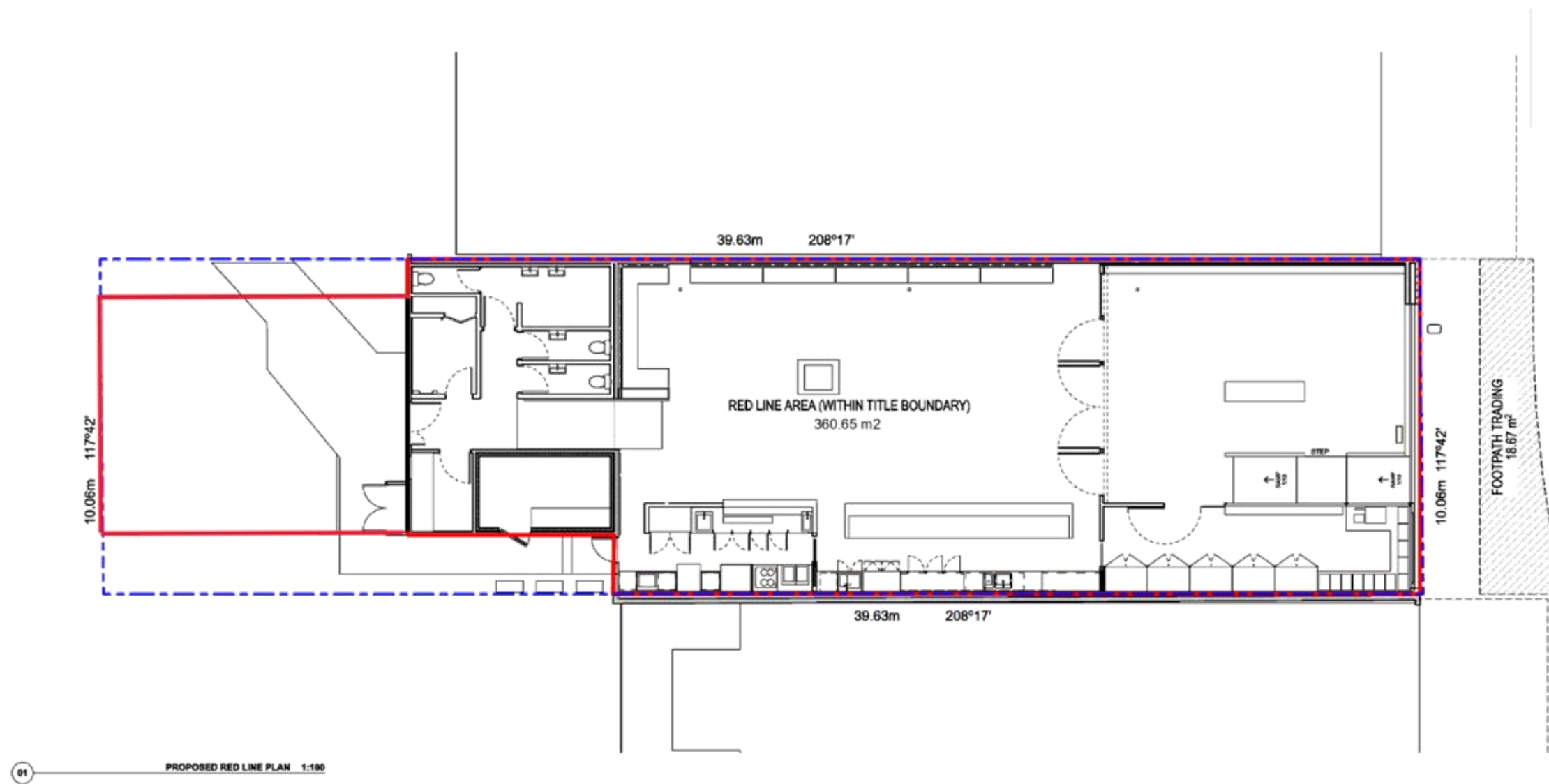
JOB NO. 19012

26 Payne Street Frankston VIC 3199

CLIENT: Aneworka Pty Ltd

5/8/19

TP-50
Rev. A



PROPOSED RED LINE PLAN

TOWN PLANNING

The Hop Shop
JOB NO. 19012
26 Payne Street Frankston VIC 3199
CLIENT: Anework Pty Ltd
30/6/19

TP-51 Rev.B

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07.03.2021 - ISSUED FOR TOWN PLANNING APPROVAL.

07.03.2021 - UPDATED FOR VARIATION OF PATRON
AREA

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PRINT	AJ



THEREFORE

Executive Summary**11.3 Statutory Planning Progress Report - June 2021**

Enquiries: (Sam Clements: Communities)

Council Plan

Community Outcome:	4. A Well Managed City
Strategy:	4.2 Systems
Priority Action	4.2.2 Embed a culture of Business Improvement to improve processes, applications and utilisation

Purpose

To provide Council with an update on the exercise of planning delegations by Council officers for the month of June 2021.

Recommendation (Director Communities)

That Council:

1. Receives the Statutory Planning Progress Report for the month of June 2021;
2. Notes the Frankston Liquor Accord no longer exists, however, Police continue to monitor CCTV of the Safe taxi Rank; and
3. Resolves for attachment B to be retained confidential, as it contains private development information and would, if prematurely released, impact the reputation of Councillors and Council.

Key Points / IssuesStatutory Planning Progress Report

- This report provides Council with an update on the exercise of planning delegations by Council officers on the following items:
 - Planning applications received;
 - Planning decisions;
 - Subdivision applications received;
 - Subdivision decisions;
 - VCAT appeal register; and
 - VCAT decisions.
- In June 2021, 110 applications for planning permits or amendments to permits were received, and 78 applications determined. A total of 82% of permit decisions were made within the statutory timeframe. The percentage determined within timeframe exceeded the target, however it is anticipated that some reduction in timeframe achievement may occur during 2021/22 as planning staff are allocated tasks in the Statutory Planning Business Transformation Project. This project should achieve longer term improvements in service level and timeliness of outcome.
- As at the time of preparation of this report, there are 328 undecided planning permits, amendment to planning permits, and plan approval applications currently with Council.
- Over the period, seven decisions related to multi-dwelling applications. Five of these applications complied with the Multi-Dwelling Visitor Car Parking Guidelines.

11.3 Statutory Planning Progress Report - June 2021**Executive Summary**

- One VCAT decision was handed down during the period relating to 60 Aqueduct Road, Langwarrin (222/2019/P).
- Also included in this progress report is the list of 'applications of interest' for Council's reference. As agreed with Council, the purpose of providing this report is to enable Councillors to understand progress on current or future applications of interest and potential timings for decision making.

Liquor Accord

- The Frankston Liquor Accord was initially established to address a number of anti-social behaviour concerns associated with licensed premises in the Frankston Metropolitan Activity Centre.
- A key deliverable for the Liquor Accord was to establish a safe taxi rank that was managed and resourced between the various licensed premises. This was implemented to reduce anti-social behaviour whilst patrons were waiting for taxis after leaving the premises.
- Victoria Police managed the Liquor Accord in partnership with the management of licensed premises.
- With the increase in licensed premises in neighbouring municipalities there has been a significant decrease in the number of patrons attending the licensed premises in Frankston.
- In recent years police and the licensed premises noted a significant reduction in anti-social behaviour and the ongoing management of the safe taxi rank has been undertaken by the licensed premises and it was deemed no longer necessary for the Liquor Accord to operate.
- Council continue to provide CCTV and general maintenance of the safe taxi rank in Davey Street. The CCTV is monitored by police at the Frankston Police Station.

Financial Impact

Where a party seeks review of Council's decision at the Victorian Civil and Administrative Tribunal, Council will incur representation costs. Often, Council is represented by its officers and these costs are managed within Council's adopted budget. However, where a matter is complex or involves legal issues, or where Council decides an application at variance with the officer's recommendation, an external representative will be engaged. The type and cost of the representative engaged will vary depending on the nature of the application and issues in contention.

Indicatively, costs to engage a planning consultant representative for a VCAT case typically range between \$4,000 and \$8,000 (depending on hearing length), and between \$10,000 and \$50,000+ for legal representation (again, depending on hearing length and potential engagement of expert witnesses).

There are no financial implications in relation to the discontinuance of the Liquor Accord.

11.3 Statutory Planning Progress Report - June 2021**Executive Summary****Consultation**

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

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

In relation to the discontinuance of Liquor Accord, it should be noted that officers from Community Safety department continue to meet regularly with police to identify any increase in anti-social behaviour associated with licence premises.

Analysis (Environmental / Economic / Social Implications)Discontinuance of Liquor Accord

Alcohol consumption can have adverse social and economic effects on the individual drinker and the community. Indeed, individuals other than the drinker can be affected, for example, by traffic accidents or violence.

It has an impact on society as a whole in terms of resources required for criminal justice, health care and other social institutions. With Police, Council and licensed premises working together these social effects will continue to be monitored and managed.

Legal / Policy / Council Plan ImpactCharter of Human Rights and Responsibilities

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

Legal

Anti-social behaviour crimes are managed by Victoria Police however, council officers will continue to work police to identify anti-social events and assist where appropriate.

Policy Impacts

No direct policy impacts associated with this report. The Liquor Accord will no longer be referred to future town planning reports pertaining to liquor matters.

Officer's Declaration of Interests

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

Risk Mitigation

Victoria Police continue to monitor and patrol safe taxi ranks and licensed premises to ensure the situation does not resurface.

Conclusion

This report provides Council with an overview of the activities and decisions made on planning applications in the month of June 2021.

The Liquor Accord has not been in operation for some time, however officers will continue to work with police and management of the licensed premises in other forums to monitor and address anti-social behaviour associated with alcohol and licensed premises.

11.3 Statutory Planning Progress Report - June 2021

Executive Summary

ATTACHMENTSAttachment A: [↓](#) Statutory Planning Progress Report- June 2021Attachment B: Applications of Councillor Interest- June 2021 - **CONFIDENTIAL**

Progress Report – Planning Applications Received For The Application Date: From 1/06/2021 To 30/06/2021				
<u>Application No</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Date</u>
262/2021/P	North-East	11/47 Frankston Gardens Drive, Carrum Downs 3201	Application for a retrospective permit to use the site for a gymnasium along with associated works internal to the existing structure (mezzanine).	16/06/2021
238/2021/P	North-East	53 Myrtle Street, Langwarrin 3910	To subdivide the land into three (3) lots in a General Residential Zone (GRZ)	4/06/2021
241/2021/P	North-East	42 Colemans Road, Carrum Downs 3201 19 Network Drive, Carrum Downs 3201 3 Buontempo Road, Carrum Downs 3201	To vary restrictive covenant No.1(c) on Plan of Subdivision number 544096Y	7/06/2021
250/2021/P	North-East	1 Moodie Court, Carrum Downs 3201	It is proposed to construct an additional single storey dwelling at the rear of the existing dwelling.	8/06/2021
11/2021/P	North-East	2/16 Alder Street, Langwarrin 3910	Satisfaction Matters	8/06/2021
252/2021/P	North-East	35 Chardonnay Drive, Skye 3977	To construct two (2) single storey dwellings on a lot in a General Residential Zone (GRZ)	9/06/2021
13/2021/P	North-East	37 Cedar Street, Langwarrin 3910	Satisfaction Matters	10/06/2021
270/2021/P	North-East	1455 Dandenong-Hastings Road, Langwarrin 3910	Development of new dwelling, shed, outdoor swimming pool, removal of vegetation and associated works	18/06/2021
279/2021/P	North-East	85-87 Boundary Road, Carrum Downs 3201	The use of land for leisure and recreation (dance studio) within an Industrial 1 Zone (IN1Z)	23/06/2021
291/2021/P	North-East	4 Brilliante Circuit, Langwarrin 3910	To subdivide the land into two (2) lots in a General Residential Zone (GRZ)	24/06/2021
298/2021/P	North-East	355A McClelland Drive, Langwarrin 3910	To display business identification signage	28/06/2021
311/2021/P	North-East	28 Sunbird Crescent, Carrum Downs 3201	To subdivide the land into two (2) lots in a General Residential Zone	29/06/2021
North-East - 12				

Progress Report – Planning Applications Received For The Application Date: From 1/06/2021 To 30/06/2021				
<u>Application No</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Date</u>
237/2021/P	North-West	5 Logan Street, Frankston 3199	Construction of a new double-storey dwelling to the rear of an existing dwelling, with associated works to the existing dwelling.	3/06/2021
247/2021/P	North-West	19 Brunel Road, Seaford 3198	To construct three (3) double storey dwellings on a lot in a General Residential Zone (GRZ)	8/06/2021
253/2021/P	North-West	25 Larool Crescent, Seaford 3198	To subdivide the land into three (3) lots in a General Residential Zone (GRZ)	9/06/2021
255/2021/P	North-West	11 Kelvin Avenue, Seaford 3198	To subdivide the land into two (2) lots in a General Residential Zone (GRZ)	10/06/2021
264/2021/P	North-West	3 Lorna Street, Seaford 3198	To construct three (3) double storey dwellings on a lot in a General Residential Zone (GRZ)	11/06/2021
258/2021/P	North-West	37 Candlebark Crescent, Frankston North 3200	To construct one (1) single storey dwelling to the rear of an existing dwelling (two (2) dwellings on a lot) in a General Residential Zone (GRZ)	15/06/2021
259/2021/P	North-West	160 Cranbourne Road, Frankston 3199	To construct two (2) double storey dwellings on a lot in a General Residential Zone (GRZ)	15/06/2021
85/2021/P/VS	North-West	1/49 Boonong Avenue, Seaford 3198	To construct a front fence in a Special Building Overlay (SBO)	16/06/2021
285/2021/P	North-West	35 East Road, Seaford 3198	To construct five (5) dwellings on a lot in a General Residential Zone (GRZ)	17/06/2021
267/2021/P	North-West	54 Orwil Street, Frankston 3199	To construct two (2) double storey dwellings on a lot in a General Residential Zone (GRZ)	17/06/2021
274/2021/P	North-West	21 Northcote Street, Seaford 3198	To construct an extension to a dwelling in a Land Subject to Inundation Overlay (LSIO)	21/06/2021
296/2021/P	North-West	9 Riviera Street, Seaford 3198	To construct two (2) double storey dwellings on a lot in a General Residential Zone (GRZ)	21/06/2021
272/2021/P	North-West	Coolibar Reserve 1R Coolibar Avenue, Seaford 3198	To remove native vegetation in an Environmental Significance Overlay Schedule 1 (ESO1) and under Clause 52.17 of the Frankston Planning Scheme	21/06/2021

Progress Report – Planning Applications Received For The Application Date: From 1/06/2021 To 30/06/2021				
<u>Application No</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Date</u>
273/2021/P	North-West	9 Pine Street, Frankston North 3200	To subdivide the land into two (2) lots in a General Residential Zone (GRZ)	21/06/2021
288/2021/P	North-West	43 Molesworth Street, Seaford 3198	To subdivide the land into three(3) lots in a General Residential Zone (GRZ)	22/06/2021
89/2021/P/VS	North-West	1 Redgdon Avenue, Frankston 3199	To subdivide the land into two (2) lots in a General Residential Zone	22/06/2021
88/2021/P/VS	North-West	32 Maple Street, Seaford 3198	Proposed outbuilding for private / personal use, eg, bar, lounge, recreation.	24/06/2021
283/2021/P	North-West	143 Nepean Highway, Seaford 3198	The construction of two (2) dwellings and associated works including the creation of access to a Road Zone, Category 1 (RDZ1).	24/06/2021
90/2021/P/VS	North-West	18 Henry Crescent, Seaford 3198	To subdivide the land into two (2) lots in a General Residential Zone	25/06/2021
303/2021/P	North-West	4 Raymond Avenue, Frankston 3199	To construct a double storey building containing four (4) dwellings on a lot in a General Residential Zone (GRZ)	28/06/2021
292/2021/P	North-West	45 East Road, Seaford 3198	To subdivide the land into four (4) lots in a General Residential Zone (GRZ)	28/06/2021
302/2021/P	North-West	1/5 Wilson Grove, Seaford 3198	To subdivide the land into two (2) lots in a General Residential Zone (GRZ)	29/06/2021
302/2021/P	North-West	2/5 Wilson Grove, Seaford 3198	To subdivide the land into two (2) lots in a General Residential Zone (GRZ)	29/06/2021
North-West - 23				
73/2021/P/VS	South	43 Lawson Avenue, Frankston South 3199	To construct buildings and works to an existing dwelling in a Design and Development Overlay Schedule 9 (DDO9) and construction of a front fence within the Significant Landscape Overlay – Schedule 4 (SLO4)	1/06/2021
74/2021/P/VS	South	15 Chetwyn Court, Frankston South 3199	To construct buildings and works to an existing dwelling in a Design and Development Overlay Schedule 1 (DDO1)	1/06/2021

Progress Report – Planning Applications Received For The Application Date: From 1/06/2021 To 30/06/2021				
<u>Application No</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Date</u>
232/2021/P	South	10 Seaview Road, Frankston South 3199	To construct one (1) double storey dwelling to the rear of an existing dwelling (two (2) dwellings on a lot) in a General Residential Zone (GRZ)	1/06/2021
86/2021/P/VS	South	5/4 John Street, Langwarrin 3910	To construct a pergola on a lot less than 300 square meters in a General Residential Zone (GRZ)	2/06/2021
233/2021/P	South	1 Bergman Road, Langwarrin 3910	To construct an outbuilding in a Design and Development Overlay Schedule 4 (DDO4) and to construct buildings and works in a Bushfire Management Overlay (BMO)	2/06/2021
235/2021/P	South	268 Robinsons Road, Langwarrin South 3911	To construct an outbuilding in a Design and Development Overlay Schedule 4 (DDO4) and construct a building outside the Building Envelope	2/06/2021
75/2021/P/VS	South	10 Barriedale Grove, Frankston South 3199	The construction of an outbuilding in a Design and Development Overlay Schedule 1 (DDO1)	3/06/2021
78/2021/P/VS	South	28 Beach Street, Frankston 3199 14-18 Keys Street, Frankston 3199	Boundary Re-Alignment	4/06/2021
260/2021/P	South	10 Yamala Drive, Frankston South 3199	Creation of Restriction	4/06/2021
79/2021/P/VS	South	42 Brighton Street, Frankston South 3199	To remove one (1) substantial tree in a Significant Landscape Overlay Schedule 4 (SLO4)	5/06/2021
242/2021/P	South	10 Marcus Road, Frankston South 3199	To construct one (1) single storey dwelling	7/06/2021
240/2021/P	South	15 The Ridge, Frankston South 3199	To construct two (2) dwellings and To subdivide the land into two (2) lots in a General Residential Zone (GRZ)	7/06/2021
80/2021/P/VS	South	38 Brighton Street, Frankston South 3199	To removal one (1) substantial tree in a Significant Landscape Overlay Schedule 4 (SLO4)	7/06/2021
243/2021/P	South	12 Cambridge Street, Frankston 3199	To subdivide the land into two (2) lots in a General Residential Zone (GRZ)	7/06/2021

Progress Report – Planning Applications Received For The Application Date: From 1/06/2021 To 30/06/2021				
<u>Application No</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Date</u>
246/2021/P	South	2 The Spur, Frankston South 3199	To subdivide the land into two (2) lots in a General Residential Zone (GRZ) To construct buildings and works within the Tree Protection Zone of a Substantial tree in a Significant Landscape Overlay Schedule 6 (SLO6) To remove one (1) substantial tree in a Significant Landscape Overlay Schedule 6 (SLO6)	7/06/2021
239/2021/P	South	137 Overport Road, Frankston South 3199	To use and develop the land for a child care centre in a General Residential Zone (GRZ)	7/06/2021
248/2021/P	South	12 Marilyn Way, Frankston South 3199	Proposed Residence & Swimming Pool	8/06/2021
81/2021/P/VS	South	9 Wentworth Avenue, Frankston South 3199	To construct a front fence in a Significant Landscape Overlay Schedule 4 (SLO4)	8/06/2021
249/2021/P	South	435 Warrandyte Road, Langwarrin South 3911	To construct one (1) single storey dwelling, garage, pool house, tennis court and an outbuilding in a Design and Development Overlay Schedule 4 (DDO4)	8/06/2021
84/2021/P/VS	South	10 Grange Road, Frankston South 3199	To construct a verandah in a Design and Development Overlay Schedule 9 (DDO9)	9/06/2021
254/2021/P	South	33 Denbigh Street, Frankston 3199	To construct two (2) double storey dwellings on a lot in a General Residential Zone (GRZ) and to construct buildings and works in a Special Building Overlay (SBO) and Design and Development Overlay Schedule 6 (DDO6)	9/06/2021
82/2021/P/VS	South	63 Humphries Road, Frankston South 3199	To remove one (1) substantial tree in a Significant Landscape Overlay Schedule 4 (SLO4)	10/06/2021
265/2021/P	South	46 Cliff Road, Frankston 3199	To construct additions and alterations to an existing dwelling increasing the internal floor area by greater than 10 metre in a Erosion Management Overlay Schedule 3 (EMO3), To construct or carry out buildings or works for single dwelling on a lot where exceeding a building height of 7.0 metres in a Design and Development Overlay Schedule 6 (DDO6)	15/06/2021

Progress Report – Planning Applications Received For The Application Date: From 1/06/2021 To 30/06/2021				
<u>Application No</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Date</u>
83/2021/P/VS	South	48 Bangalay Avenue, Frankston South 3199	To construct buildings and works to an existing dwelling in a Design and Development Overlay Schedule 1 (DDO1)	15/06/2021
261/2021/P	South	472 Warrandyte Road, Langwarrin South 3911	To construct an outbuilding in a Rural Conservation Zone (RCZ)	16/06/2021
266/2021/P	South	1 Grand View Grove, Frankston 3199	To construct an upper balcony	17/06/2021
284/2021/P	South	18B Tavistock Road, Frankston South 3199	Construction of a front fence and construct or carry out works within the Tree Protection Zone of a substantial tree in a Significant Landscape Overlay (SLO) Schedule 6	18/06/2021
14/2021/P	South	2 Bellary Lane, Langwarrin South 3911	Satisfaction Matters	18/06/2021
269/2021/P	South	8 Roberts Street, Frankston 3199	To subdivide the land into three (3) lots in a General Residential Zone (GRZ)	18/06/2021
275/2021/P	South	27 Marcus Road, Frankston South 3199	To construct dwelling additions within a Design and Development Overlay Schedule 1, works with the TPZ of a substantial tree and tree removal within a Significant Landscape Overlay Schedule 3.	21/06/2021
276/2021/P	South	6 Handley Court, Frankston South 3199	To construct an outbuilding (garage), swimming pool and boundary fence including gate in a Design and Development Overlay Schedule 9, Heritage Overlay and Significant Landscape Overlay Schedule 4.	22/06/2021
282/2021/P	South	34 Cliff Road, Frankston 3199	To construct a building and to construct and carry out works within the Erosion Management Overlay Schedule 3 (EMO3)	23/06/2021
87/2021/P/VS	South	6 Clemac Close, Langwarrin South 3911	To construct an outbuilding (cabana) in a Design and Development Overlay Schedule 4 (DD04)	24/06/2021
290/2021/P	South	13 Spring Street, Frankston 3199	To subdivide the land into two (2) lots in a General Residential Zone (GRZ)	24/06/2021
289/2021/P	South	4 Geoffrey Court, Frankston 3199	To subdivide the land into two(2) lots in a General Residential Zone (GRZ)	24/06/2021

Progress Report – Planning Applications Received For The Application Date: From 1/06/2021 To 30/06/2021				
<u>Application No</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Date</u>
293/2021/P	South	5 Crathie Court, Frankston 3199	To subdivide the land into fifteen (15) lots in a General Residential Zone (GRZ)	28/06/2021
294/2021/P	South	39 Francis Crescent, Langwarrin 3910	To subdivide the land into four (4) lots in a General Residential Zone (GRZ)	28/06/2021
300/2021/P	South	633 Nepean Highway, Frankston South 3199	To construct a double storey dwelling within a Design and Development Overlay Schedule 9 (DD09) and use as a Display Home	29/06/2021
305/2021/P	South	28 Ronald Avenue, Frankston South 3199	To construct two (2) double storey dwellings on a lot in a General Residential Zone (GRZ), to remove and construct buildings and works in the Tree Protection Zone of substantial trees in a Significant Landscape Overlay Schedule 4 (SLO4) and to construct buildings and works in a Design and Development Overlay Schedule 9 (DDO9)	30/06/2021
South Ward - 39				
Total - 74				

Progress Report – Amendments to Planning Permits Received For The Application Date: From 1/06/2021 To 30/06/2021				
Application No	Ward	Property Address	Application Description	Date
770/2004/P/A	East	153 Warrandyte Road, Langwarrin 3910	Secondary Consent - The construction of two single storey dwellings with associated works and landscaping on the land in accordance with the endorsed plan/s	21/06/2021
187/2000/P/E	East	400 McCormicks Road, Sandhurst 3977	Secondary consent - Golf Course, Dwellings, Community Centre-Sandhurst	25/06/2021
East Ward - 2				
110/2014/P/E	North-East	370 Ballarto Road, Skye 3977	Extension of time - To construct sixteen (16) double storey dwellings in association with the retention of the existing double storey dwelling (seventeen (17) dwellings)	1/06/2021
152/2018/P/E	North-East	57 McCormicks Road, Carrum Downs 3201	Section 72 - Use and development of a child care centre; associated business identification signage and access to a Road Zone 1 Amendments: Increase number of children from 120 to 128 Relocate vehicle crossover Provide two (2) additional parking spaces Remove (1) street tree and provide two (2) new street trees	2/06/2021
460/2017/P/C	North-East	16 Alder Street, Langwarrin 3910	Secondary consent - Two (2) lot subdivision	4/06/2021
664/2002/P/C	North-East	24 Malcolm Road, Langwarrin 3910	Secondary consent - Extension to Classroom	7/06/2021
408/2011/P/J	North-East	46 McCormicks Road, Skye 3977	Secondary consent - To construct ten (10) dwellings (nine (9) double storey and one (1) single storey) and alterations to access to a Road Zone Category 1	7/06/2021
316/2014/P/E	North-East	34 Potts Road, Langwarrin 3910	Secondary consent - To construct twenty four (24) single storey dwellings to the rear of existing dwelling (twenty five dwellings)	22/06/2021
187/2000/P/E	North-East	600 Thompsons Road, Sandhurst 3977	Secondary consent - Golf Course, Dwellings, Community Centre-Sandhurst	25/06/2021

Progress Report – Amendments to Planning Permits Received For The Application Date: From 1/06/2021 To 30/06/2021				
Application No	Ward	Property Address	Application Description	Date
375/2018/P/D	North-East	67 Southgateway, Langwarrin 3910	Extension of time - To construct one (1) double storey dwelling to the rear of the existing dwelling (two dwellings); alterations to the existing dwelling and subdivide the land into two (2) lots.	28/06/2021
375/1992/P/A	North-East	695 Dandenong-Hastings Road, Skye 3977	Section 72 - Use and development of land for the purpose of a Wholesale Plant Nursery	29/06/2021
North-East Ward - 9				
35/2013/P/G	North-West	127 Beach Street, Frankston 3199	Extension of time - Alterations to existing building to provide five (5) dwellings and waiver of visitor carparking requirements	7/06/2021
248/2018/P/D	North-West	172 Beach Street, Frankston 3199	Secondary consent - To construct one (1) double storey dwelling to the rear of the existing dwelling and alter access to a road in a Road Zone, Category 1 (RDZ1)	7/06/2021
198/2004/P/A	North-West	1/5 Hi-Tech Place, Seaford 3198	Section 72 - Caretakers residence	7/06/2021
490/2016/P/E	North-West	5 Nabilla Avenue, Seaford 3198	Extension of time - To construct one (1) double storey dwelling to the rear of the existing dwelling (two (2) dwellings)	10/06/2021
324/2018/P/B	North-West	37 Nepean Highway, Seaford 3198	Section 72 - Construction of four double storey dwellings on a lot within General Residential Zone; Buildings and works on land subject to Schedule 6 of a Design and Development Overlay; and Alter access to a road in a Road Zone Category 1 To amend the permit by: Modifying the layout and footprints of the dwellings. The addition of rooftop decks to dwellings 2 and 3.	10/06/2021
100/2021/P/B	North-West	27 Kurong Avenue, Frankston 3199	Section 72 - To construct an outbuilding (shed) within a Special Building Overlay (SBO)	10/06/2021

Progress Report – Amendments to Planning Permits Received For The Application Date: From 1/06/2021 To 30/06/2021				
Application No	Ward	Property Address	Application Description	Date
105/2009/P/B	North-West	26 Overton Road, Frankston 3199	Secondary consent - Buildings and works including the erection of a fence and a temporary portable building and the use of the site for car sales with associated car parking.	11/06/2021
494/2020/P/A	North-West	197 Karingal Drive, Frankston 3199	Section 72 - Amendment - To use the land to sell and consume liquor and to reduce the number of car parking spaces required under Clause 52.06-3 of the Frankston Planning Scheme	18/06/2021
264/2018/P/D	North-West	16 East Road, Seaford 3198	Extension of time - To construct four (4) double storey dwellings and four (4) lot subdivision	22/06/2021
North-West Ward - 9				
533/2018/P/D	South	12 Coogee Avenue, Frankston 3199	Extension of time - To construct one (1) double storey dwelling to the rear of the existing dwelling (two (2) dwellings).	1/06/2021
518/2017/P/G	South	105 Humphries Road, Frankston South 3199	Secondary consent - The use of a child care centre under clause 32.08-2; The construction of the building or the construction or carrying out of works for the child care centre under clauses 32.08-8 and 43.02-2; To remove substantial trees under clause 42.03-2; and To undertake works within the tree protection zone under clause 42.03-2, in accordance with the endorsed plans.	4/06/2021
343/2014/P/I	South	38 Playne Street, Frankston 3199	Secondary consent - To use and develop the land for a five (5) storey building comprising twenty-two (22) dwellings above a retail premises, associated reduction of car parking and waiver of loading / unloading facilities	4/06/2021
214/2019/P/A	South	5 Grange Road, Frankston South 3199	Section 72 - To construct two (2) dwellings, To construct a building and carry out works in a Design and Development Overlay Schedule 9, To construct a front fence in a Significant Landscape Overlay Schedule 4	4/06/2021

Progress Report – Amendments to Planning Permits Received For The Application Date: From 1/06/2021 To 30/06/2021				
Application No	Ward	Property Address	Application Description	Date
703/2014/P/C	South	239 Humphries Road, Frankston South 3199	Extension of time - To construct extensions to the existing dwelling	7/06/2021
119/2020/P/VS	South	1 Grand View Grove, Frankston 3199	Secondary consent - To construct alterations and additions to a Dwelling in a Heritage Overlay (HO), to construct or carry out buildings and works in a Design and Development Overlay Schedule 2 (DDO2) and to construct and carry out buildings and works and to remove substantial trees in a Significant Landscape Overlay 3 (SLO3)	7/06/2021
286/2019/P/E	South	16 Gulwa Avenue, Frankston 3199	Secondary consent - To construct one (1) single dwelling to the rear of an existing single storey dwelling and the subdivision of the land into two lots	7/06/2021
511/2013/P/F	South	132 Williams Street, Frankston 3199	Secondary consent - To construct two (2) single storey dwellings to the rear of the existing dwelling (three (3) dwellings)	7/06/2021
476/2018/P/C	South	8 Liddesdale Avenue, Frankston South 3199	Section 72 - To construct and carry out works in the Tree Protection Zone of substantial trees and to remove a substantial tree in a Significant Landscape Overlay - Schedule 4 (SLO4)	11/06/2021
152/2016/P/F	South	3 Beach Street, Frankston 3199	Extension of Time - To use the ground floor level of the existing building on the land as Accommodation (Residential building) and associated buildings and works, and to exceed the 7m building height requirement of Design and Development Overlay Schedule 6	18/06/2021
439/2020/P/B	South	405 Baxter-Tooradin Road, Langwarrin South 3911	Secondary Consent - To use the land for a dwelling and building and works to construct a dwelling and an outbuilding in a Rural Conservation Zone Schedule 1 (RCZ1)	18/06/2021
229/2018/P/E	South	40-46 McMahons Road, Frankston 3199	Extension of time - Use and development of the land for a convenience shop and associated works to the existing car park to an existing service station	24/06/2021

Progress Report – Amendments to Planning Permits Received For The Application Date: From 1/06/2021 To 30/06/2021				
Application No	Ward	Property Address	Application Description	Date
435/2016/P/C	South	1 Vinnys Court, Langwarrin 3910	Secondary Consent - To construct fourteen (14) double storey dwellings	24/06/2021
461/2020/P/C	South	23 Peter Chance Crescent, Langwarrin 3910	Section 72 - To construct one (1) single storey dwelling on a lot in a Bushfire Management Overlay Schedule 1 (BMO1)	24/06/2021
109/2013/P/B	South	106-114 Frankston-Flinders Road, Frankston 3199	Secondary consent - To construct twenty eight (28) double storey dwellings and alteration of access to a Road Zone Category 1 - Amend dwelling at 7 Magnolia Court Frankston	28/06/2021
301/2021/P	South	1 Murdoch Place, Langwarrin 3910	Extension to an existing dwelling	29/06/2021
South Ward - 16				
Total - 36				

Progress Report – Planning Application Decisions For The Application Date: From 1/06/2021 To 30/06/2021					
<u>Application</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Status</u>	<u>Date</u>
157/2021/P	North-East	1/285 North Road, Langwarrin 3910	To remove three (3) native trees in a Significant Landscape Overlay Schedule 1 (SLO1) To remove two (2) retained trees under Satisfaction Matters	Application Refused	1/06/2021
19/2021/P	North-East	17 Yarralumla Drive, Langwarrin 3910	To construct one (1) single storey dwelling to the rear of the existing dwelling (two (2) dwellings on a lot) in a General Residential Zone (GRZ)	Permit Approved	1/06/2021
65/2021/P	North-East	554 Frankston-Dandenong Road, Carrum Downs 3201	To erect and display an internally illuminated business identification and electronic sign	Permit Approved	4/06/2021
105/2021/P	North-East	552 Frankston-Dandenong Road, Carrum Downs 3201	To use the land for an office and erect and display business identification signage in an Industrial 1 Zone (IN1Z)	Permit Approved	7/06/2021
11/2021/P	North-East	9 Gateway Drive, Carrum Downs 3201	To construct a warehouse in an Industrial 1 Zone (IN1Z)	Permit Approved	11/06/2021
222/2019/P	North-East	60 Aqueduct Road, Langwarrin 3910	Development and use of the land for the purpose of a child care centre in a General Residential Zone and works within the tree protection zone of one significant tree pursuant to the Significant Landscape Overlay Schedule 1 in accordance with the endorsed plans	Permit Approved	16/06/2021
128/2021/P	North-East	37 Elm Grove, Langwarrin 3910	To construct one (1) single storey dwelling to the side of an existing dwelling (two (2) dwellings on a lot) and to subdivide the land into two (2) lots in a General Residential Zone (GRZ)	Application Lapsed	21/06/2021
North-East Ward - 7					
169/2021/P	North-West	127 Beach Street, Frankston 3199	To subdivide the land into five (5) lots in a General Residential Zone.	Permit Approved	8/06/2021

Progress Report – Planning Application Decisions For The Application Date: From 1/06/2021 To 30/06/2021					
<u>Application</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Status</u>	<u>Date</u>
71/2021/P/VS	North-West	296-298 Frankston-Dandenong Road, Seaford 3198	To construct a temporary building associated with the existing Service Station in an Industrial 1 Zone (IN1Z)	Permit Approved	8/06/2021
51/2021/P/VS	North-West	93 Belar Avenue, Frankston 3199	To construct a building and construct and carry out works in a Special Building Overlay (SBO)	Permit Approved	11/06/2021
155/2020/P/VS	North-West	30 Nepean Highway, Seaford 3198	To construct buildings and works associated with a Section 2 use in a General Residential Zone (GRZ)	Permit Approved	15/06/2021
143/2021/P	North-West	1/15 Spray Street, Frankston 3199	To construct a deck to an existing dwelling on a lot smaller than 300 square meters in a General Residential Zone (GRZ)	Application Withdrawn	16/06/2021
162/2021/P	North-West	9 Wedge Court, Seaford 3198	To construct one (1) single storey dwelling on a lot in a Bushfire Management Overlay (BMO)	Permit Approved	17/06/2021
190/2021/P	North-West	14 Johnstone Street, Seaford 3198	To subdivide the land into three (3) lots in a General Residential Zone (GRZ) and Special Building Overlay (SBO)	Permit Approved	17/06/2021
122/2021/P	North-West	Seaford Foreshore 10N Nepean Highway, Seaford 3198	To remove native vegetation under Clause 52.17 Native Vegetation and the Environmental Significance Overlay Schedule 1 (ESO1)	Permit Approved	18/06/2021
174/2021/P	North-West	Seaford RSL Club 17 Station Street, Seaford 3198	To construct an extension to the existing RSL building.	Application Lapsed	22/06/2021
53/2021/P	North-West	17 David Street, Frankston 3199	To construct one (1) single storey dwelling to rear of an existing dwelling (two (2) dwellings on a lot) in a General Residential Zone (GRZ)	Permit Approved	22/06/2021
497/2020/P	North-West	4 Lindsay Street, Frankston North 3200	To construct one (1) single storey dwelling to the rear of the existing dwelling (two (2) dwellings on a lot) in a General Residential Zone (GRZ)	Application Withdrawn	23/06/2021

Progress Report – Planning Application Decisions For The Application Date: From 1/06/2021 To 30/06/2021					
<u>Application</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Status</u>	<u>Date</u>
68/2021/P	North-West	166-175 Nepean Highway, Seaford 3198	Business identification signage and buildings and works to an existing supermarket in a Commercial 1 Zone and to alter access to a road in a Road Zone Category 1	Permit Approved	23/06/2021
145/2020/P/VS	North-West	59 Ashleigh Avenue, Frankston 3199	To construct buildings and works to an existing dwelling in a Special Building Overlay (SBO)	Permit Approved	24/06/2021
49/2021/P/VS	North-West	28 Rosslyn Avenue, Seaford 3198	To construct of a verandah within a Special Building Overlay (SBO)	Permit Approved	24/06/2021
85/2021/P/VS	North-West	1/49 Boonong Avenue, Seaford 3198	To construct a front fence in a Special Building Overlay (SBO)	Permit Approved	24/06/2021
478/2020/P	North-West	19 Windoo Street, Frankston North 3200	To construct one (1) single storey dwelling to the rear of the existing dwelling (two (2) dwellings on a lot) in a General Residential Zone (GRZ)	Permit Approved	25/06/2021
185/2021/P	North-West	21 Pascal Road, Seaford 3198	To use the land for motor vehicle sales in an Industrial 1 Zone (IN1Z)	Application Lapsed	29/06/2021
489/2020/P	North-West	3 Campbell Street, Frankston 3199	To construct three (3) double storey dwellings on a lot in a General Residential Zone (GRZ)	Decision to Issue - Permit - Await planner sign	29/06/2021
North-West Ward - 18					
8/2021/P	South	2 Scenic Close, Frankston South 3199	To construct one (1) double storey dwelling in a Design and Development Overlay Schedule 1 (DDO1)	Permit Approved	1/06/2021
45/2021/P	South	14 Derinya Drive, Frankston South 3199	To construct buildings and works to an existing dwelling in a Design and Development Overlay Schedule 1 (DDO1) and to construct a building or construct or carry out works within the Tree Protection Zone of a substantial tree in the Significant Landscape Overlay Schedule 3 (SLO3)	Permit Approved	1/06/2021

Progress Report – Planning Application Decisions For The Application Date: From 1/06/2021 To 30/06/2021					
<u>Application</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Status</u>	<u>Date</u>
65/2021/P/VS	South	13 Bruarong Crescent, Frankston South 3199	To construct an outbuilding (pool house) in a Design and Development Overlay Schedule 9 (DDO9) and to carry out works in the Tree Protection Zone of substantial trees in a Significant Landscape Overlay Schedule 4 (SLO4)	Permit Approved	3/06/2021
67/2021/P/VS	South	9 Goldthorp Court, Frankston South 3199	To construct an outbuilding (pool house) in a Design and Development Overlay Schedule 1 (DDO1)	Permit Approved	3/06/2021
68/2021/P/VS	South	5 Wakefield Avenue, Frankston South 3199	To construct a front fence in a Significant Landscape Overlay Schedule 4 (SLO4)	Permit Approved	3/06/2021
70/2021/P/VS	South	63 Alicudi Avenue, Frankston South 3199	To remove a substantial tree in a Significant Landscape Overlay Schedule 3 (SLO3)	Permit Approved	3/06/2021
69/2021/P/VS	South	28 Mountain Avenue, Frankston South 3199	To construct buildings and works to an existing dwelling in a Design and Development Overlay Schedule 1 (DDO1)	Permit Approved	4/06/2021
86/2021/P	South	72 Cliff Road, Frankston South 3199	To construct a double storey dwelling in a Design and Development Overlay Schedule 9 (DDO9) and to construct or carry out works within the tree protection zone of substantial trees in a Significant Landscape Overlay Schedule 4 (SLO4)	Permit Approved	9/06/2021
72/2021/P/VS	South	5 Blair Avenue, Frankston South 3199	To remove one (1) substantial tree in a Significant Landscape Overlay Schedule 6 (SLO6)	Permit Approved	11/06/2021
2/2021/P	South	268 Robinsons Road, Langwarrin South 3911	To construct one (1) double storey dwelling and a dependent persons unit in a Design and Development Overlay Schedule 4 (DDO4); and to undertake works within the tree protection zone of a tree in an Environmental Significance Overlay Schedule 1 (ESO1) and a Significant Landscape Overlay Schedule 1 (SLO1)	Permit Approved	11/06/2021

Progress Report – Planning Application Decisions For The Application Date: From 1/06/2021 To 30/06/2021					
<u>Application</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Status</u>	<u>Date</u>
75/2021/P/VS	South	10 Barriedale Grove, Frankston South 3199	The construction of an outbuilding in a Design and Development Overlay Schedule 1 (DDO1)	Permit Approved	15/06/2021
81/2021/P/VS	South	9 Wentworth Avenue, Frankston South 3199	To construct a front fence in a Significant Landscape Overlay Schedule 4 (SLO4)	Permit Approved	15/06/2021
79/2021/P	South	4 Fleetwood Lane, Frankston South 3199	To construct one (1) single storey dwelling in a Design and Development Overlay Schedule 9 (DDO9)	Permit Approved	15/06/2021
183/2021/P	South	23-25 Kelso Street, Frankston 3199	To subdivide the land into five (5) lots in a General Residential Zone (GRZ), Special Building Overlay (SBO) and Design and Development Overlay Schedule 12 (DDO12)	Permit Approved	17/06/2021
217/2021/P	South	2 Bellary Lane, Langwarrin South 3911	To construct buildings and works in the tree protection zone of substantial trees in a Significant Landscape Overlay Schedule 1 (SLO1)	Refund Requested	18/06/2021
134/2021/P	South	94-96 Beach Street, Frankston 3199	To construct a four storey apartment building containing fifteen (15) dwellings in a Residential Growth Zone (GRZ)	Application Withdrawn	22/06/2021
82/2021/P/VS	South	63 Humphries Road, Frankston South 3199	To remove one (1) substantial tree in a Significant Landscape Overlay Schedule 4 (SLO4)	Permit Approved	22/06/2021
83/2021/P/VS	South	48 Bangalay Avenue, Frankston South 3199	To construct buildings and works to an existing dwelling in a Design and Development Overlay Schedule 1 (DDO1)	Permit Approved	22/06/2021
495/2020/P	South	72 Heatherhill Road, Frankston 3199	To remove the covenant contained in Transfer 1218037 affecting the land in Volume 8572 Folio 856 (the covenant denies advertising hoardings, shops, laundries, factories or works of any kind, allows only one private dwelling and sets a minimum front setback of 35 feet from the road a dwelling faces)	Application Withdrawn	22/06/2021

Progress Report – Planning Application Decisions For The Application Date: From 1/06/2021 To 30/06/2021					
<u>Application</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Status</u>	<u>Date</u>
106/2021/P	South	34 Nirvana Close, Langwarrin South 3911	To construct one (1) single storey dwelling within a Bushfire Management Overlay (BMO) and construct a building/works within a Design and Development Overlay - Schedule 4	Permit Approved	22/06/2021
78/2021/P/VS	South	14-18 Keys Street, Frankston 3199	Boundary Re-Alignment	Permit Approved	23/06/2021
211/2021/P	South	64 Nolan Street, Frankston 3199	To construct buildings and works to an existing dwelling on a lot less than 300 square metres in a General Residential Zone (GRZ).	Decision to Issue - Permit - Await planner sign	23/06/2021
60/2021/P	South	93A Fleetwood Crescent, Frankston South 3199	To construct one (1) double storey dwelling in a Design and Development Overlay Schedule 8 (DDO8) and to construct buildings and works within the Tree Protection Zone of substantial trees in a Significant Landscape Overlay Schedule 4 (SLO4)	Permit Approved	23/06/2021
78/2021/P/VS	South	28 Beach Street, Frankston 3199	Boundary Re-Alignment	Permit Approved	23/06/2021
73/2021/P/VS	South	43 Lawson Avenue, Frankston South 3199	To construct buildings and works to an existing dwelling in a Design and Development Overlay Schedule 9 (DDO9) and construction of a front fence within the Significant Landscape Overlay – Schedule 4 (SLO4)	Permit Approved	24/06/2021
84/2021/P/VS	South	10 Grange Road, Frankston South 3199	To construct a verandah in a Design and Development Overlay Schedule 9 (DDO9)	Application Withdrawn	24/06/2021
437/2020/P	South	35 Playne Street, Frankston 3199	To construct a nine (9) storey building and construct or carry out works in a Commercial 1 Zone (C1Z) and to reduce the number of car parking spaces required under the Parking Overlay Schedule 1 (PO1)	Permit Approved	25/06/2021

Progress Report – Planning Application Decisions For The Application Date: From 1/06/2021 To 30/06/2021					
<u>Application</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Status</u>	<u>Date</u>
55/2021/P/VS	South	1/15 St Johns Avenue, Frankston 3199	To undertake buildings and works in a Special Building Overlay (SBO)	Permit Approved	25/06/2021
South Ward - 28					
Total - 53					

Progress Report – Amendments to Planning Application Decisions For The Application Date: From 1/06/2021 To 30/06/2021					
<u>Application</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Status</u>	<u>Date</u>
678/2002/P/B	East	644 Frankston-Dandenong Road, Carrum Downs 3201	Secondary Consent - A thirty-two lot subdivision and associated vegetation removal	No Permit to Issue	23/06/2021
East Ward - 1					
60/2019/P/G	North-East	71-77 Hall Road, Carrum Downs 3201	Secondary Consent - Use and development of the land for a motel and extension to existing carpark	Secondary Consent Approved	1/06/2021
510/2018/P/C	North-East	63 Cranbourne-Frankston Road, Langwarrin 3910	Extension of time - To construct four (4) double storey dwellings and create and alter access to a road in a Road Zone, Category 1 (RDZ1)	Extension of Time Approved	3/06/2021
152/2018/P/D	North-East	57 McCormicks Road, Carrum Downs 3201	Secondary Consent - Use and development of a child care centre; associated business identification signage and access to a Road Zone 1.	Secondary Consent Approved	22/06/2021
678/2002/P/B	North-East	11 Stephanie Court, Carrum Downs 3201	Secondary Consent - A thirty-two lot subdivision and associated vegetation removal	No Permit to Issue	23/06/2021
110/2014/P/E	North-East	370 Ballarto Road, Skye 3977	Extension of time - To construct sixteen (16) double storey dwellings in association with the retention of the existing double storey dwelling (seventeen (17) dwellings)	Extension of Time Approved	24/06/2021
429/2018/P/C	North-East	1 Corella Court, Carrum Downs 3201	Secondary Consent - To construct one (1) single storey dwelling to the rear of the existing dwelling (two (2) dwellings).	Secondary Consent Approved	29/06/2021
North-East Ward - 6					
653/2018/P/C	North-West	1 Riversdale Avenue, Seaford 3198	Extension of Time - To construct three (3) double storey dwellings	Extension of Time Approved	2/06/2021
446/2017/P/H	North-West	323 – 325A Nepean Highway, Frankston 3199	Secondary Consent - Use and development of the land for a service station and car wash and advertising signage	Secondary Consent Approved	3/06/2021

Progress Report – Amendments to Planning Application Decisions For The Application Date: From 1/06/2021 To 30/06/2021					
<u>Application</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Status</u>	<u>Date</u>
194/2019/P/C	North-West	44 Galway Street, Seaford 3198	Secondary Consent - To use the land for a child care centre, to construct a building or construct or carry out works for a Section 2 use (child care centre), to construct a building or construct or carry out works in a Special Building Overlay (SBO)	Secondary Consent Approved	3/06/2021
16/2020/P/A	North-West	2-8 Ballarto Road, Frankston North 3200	Section 72 - To use and develop the land for a childcare centre in a General Residential Zone (GRZ) and to create/alter access to a road in a Road Zone Category 1.	Permit Approved	25/06/2021 11:20
100/2021/P/B	North-West	27 Kurong Avenue, Frankston 3199	Section 72 - To construct an outbuilding (shed) within a Special Building Overlay (SBO)	Permit Approved	25/06/2021
726/2013/P/E	North-West	29 Leonard Street, Frankston 3199	Secondary Consent - To construct two (2) single storey dwellings to the rear of the existing single storey dwelling (three (3) dwellings)	Secondary Consent Approved	29/06/2021
South Ward - 6					
619/2016/P/B	South	17 Plummer Avenue, Frankston South 3199	Extension of Time - Building and works to an existing dwelling that increase the overall height of the dwelling to greater than 8 metres and works within 5 metres of a significant tree under the Design and Development Overlay Schedule 8	Extension of Time Approved	2/06/2021
125/2021/P/A	South	Shop 5&6/20 McMahons Road, Frankston 3199	Secondary consent - To erect and display business identification signage in a Commercial 2 Zone (C2Z)	Secondary Consent Approved	3/06/2021
355/2009/P/K	South	525 McClelland Drive, Langwarrin 3910	Secondary Consent - Extensions to Peninsula Private Hospital, Vegetation removal and access to a Road Zone Category 1	Secondary Consent Approved	4/06/2021
77/2020/P/A	South	268 North Road, Langwarrin 3910	Secondary Consent - To construct one (1) single story dwelling in a Bushfire Management Overlay	Application Withdrawn	7/06/2021

Progress Report – Amendments to Planning Application Decisions For The Application Date: From 1/06/2021 To 30/06/2021					
<u>Application</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Status</u>	<u>Date</u>
150/2017/P/F	South	5 Crathie Court, Frankston 3199	Secondary consent - To construct a total of fifteen (15) dwellings (three (3) single storey and twelve (12) double storey dwellings) and removal of native vegetation	Secondary Consent Approved	8/06/2021
533/2018/P/D	South	12 Coogee Avenue, Frankston 3199	Extension of time - To construct one (1) double storey dwelling to the rear of the existing dwelling (two (2) dwellings).	Extension of Time Approved	10/06/2021
640/2018/P/A	South	1, 1/2 & 2 Plowman Place, Frankston 3199	Section 72 - The use and development of the land for a 9 storey building comprising of up to 79 apartments	Permit Approved	17/06/2021
511/2013/P/F	South	132 Williams Street, Frankston 3199	Secondary consent - To construct two (2) single storey dwellings to the rear of the existing dwelling (three (3) dwellings)	Secondary Consent Approved	22/06/2021
302/2020/P/B	South	Frankston Yacht Club 30 Long Island Drive, Frankston 3199	<p>Section 72 - Use of the land for food and drink premises (cafe) and the sale and consumption of liquor (restaurant and cafe licence) and the provision of car parking at less than the rates specified in Clause 52.06</p> <p>Amendments: To use part of the first floor of the existing building for a Coast Guard Facility</p>	Application Withdrawn	23/06/2021
28/2019/P/A	South	17 Kimba Avenue, Frankston 3199	Section 72 - To construct two (2) double storey dwellings and subdivide the land into two (2) lots in a General Residential Zone (GRZ)	Permit Approved	23/06/2021

Progress Report – Amendments to Planning Application Decisions For The Application Date: From 1/06/2021 To 30/06/2021					
<u>Application</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Status</u>	<u>Date</u>
264/1990/P/A	South	21 Kars Street, Frankston 3199	<p>Section 72 Amendment - To carry out buildings and works in accordance with the endorsed plan and to be used for the purpose of a Medical Centre.</p> <p>Amendments: To increase the number of practitioners from two (2) to four (4). To alter the hours of operation to 6am- 9pm Monday to Friday and Saturday and Sunday to 8am - 6pm</p>	Permit Approved	23/06/2021
190/2019/P/B	South	33 Genista Street, Frankston South 3199	<p>Secondary Consent - To construct one (1) double storey dwelling to the rear of the existing dwelling (two (2) dwellings)</p>	Secondary Consent Approved	25/06/2021
South Ward - 12					
Total - 25					

Progress Report – Subdivision Application Received For The Application Date: From 1/06/2021 To 30/06/2021				
<u>Application No</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Date</u>
73/2021/S	North-East	53 Myrtle Street, Langwarrin 3910	three (3) lots subdivision	4/06/2021
89/2021/S	North-East	4 Brilliante Circuit, Langwarrin 3910	Two (2) lot subdivision	24/06/2021
93/2021/S	North-East	28 Sunbird Crescent, Carrum Downs 3201	Two (2) lot subdivision	29/06/2021
74/2021/S	North-West	44 Galway Street, Seaford 3198	Consolidation of Lots	4/06/2021
79/2021/S	North-West	25 Larool Crescent, Seaford 3198	Three (3) lot subdivision	9/06/2021
80/2021/S	North-West	11 Kelvin Avenue, Seaford 3198	Two (2) lot subdivision	10/06/2021
82/2021/S	North-West	9 Pine Street, Frankston North 3200	Two (2) lot subdivision	21/06/2021
83/2021/S	North- West	Klauer Street, Seaford	Section 35(8) (Sub of land vested or reg in auth) LOTS 1, 2 & 3 LP12928	22/06/2021
84/2021/S	North-West	1 Redgdon Avenue, Frankston 3199	Two (2) lot subdivision	25/06/2021
85/2021/S	North-West	18 Henry Crescent, Seaford 3198	Two (2) lot subdivision	25/06/2021
86/2021/S	North-West	43 Molesworth Street, Seaford 3198	Three(3) lot subdivision	25/06/2021
90/2021/S	North-West	45 East Road, Seaford 3198	four (4) lot subdivision	28/06/2021
94/2021/S	North-West	1/5 & 2/5 Wilson Grove, Seaford 3198	Two (2) lot subdivision	29/06/2021
75/2021/S	South	6 Diosma Court, Frankston South 3199	Procedural Certification	4/06/2021
76/2021/S	South	10 Yamala Drive, Frankston South 3199	Creation of Restriction	4/06/2021
77/2021/S	South	14-18 Keys Street, Frankston 3199	Boundary Re-Alignment	4/06/2021
78/2021/S	South	12 Cambridge Street, Frankston 3199	Two (2) lot subdivision	7/06/2021
81/2021/S	South	8 Roberts Street, Frankston 3199	Three (3) lot subdivision	18/06/2021
87/2021/S	South	4 Geoffrey Street, Frankston 3199	Two (2) lot subdivision	23/06/2021

Progress Report – Subdivision Application Received				
For The Application Date: From 1/06/2021 To 30/06/2021				
<u>Application No</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Date</u>
88/2021/S	South	13 Spring Street, Frankston 3199	Two (2) lot subdivision	24/06/2021
91/2021/S	South	5 Crathie Court, Frankston 3199	Fifteen (15) lot subdivision	28/06/2021
92/2021/S	South	39 Francis Crescent, Langwarrin 3910	Four (4) lot subdivision	28/06/2021
Total - 24				

Progress Report – Subdivision Decisions					
For The Application Date: From 1/06/2021 To 30/06/2021					
Application No	Ward	Property Address	Application Description	Status	Date
19/2018/S	North-East	31 Edward Street, Langwarrin 3910	Three (3) lot subdivision	SOC Issued (M)	8/06/2021
75/2018/S	North-East	18 Madisson Crescent, Carrum Downs 3201	Two (2) subdivision	SOC Issued (M)	16/06/2021
40/2019/S	North-East	22 Maria Drive, Langwarrin 3910	Five (5) Lot Subdivision	SOC Issued (M)	9/06/2021
110/2019/S	North-East	117 Lyrebird Drive, Carrum Downs 3201	Two (2) lot subdivision	Certified	9/06/2021
142/2020/S	North-East	11 Tuskar Place, Carrum Downs 3201	Two (2) lot subdivision	SOC Issued (M)	8/06/2021
154/2020/S	North-East	91 Aqueduct Road, Langwarrin 3910	To create and remove an easement	Certification and SOC Issued	29/06/2021
5/2019/S	North-West	38 Moreton Street, Frankston North 3200	Two (2) lot subdivision	SOC Issued (M)	16/06/2021
154/2019/S	North-West	184 Old Wells Road, Seaford 3198	Two (2) Lot Subdivision	Certified	21/06/2021
76/2020/S	North-West	7 Moresby Avenue, Seaford 3198	Two (2) lot subdivision	Certified	15/06/2021
134/2020/S	North-West	1 Campbell Street, Frankston 3199	Four (4) lot subdivision	Certified	24/06/2021
160/2020/S	South	72 Heatherhill Road, Frankston 3199	Removal of Covenant	Application Withdrawn (M)	22/06/2021
29/2021/S	South	11 Oakfield Court, Frankston South 3199	Two (2) lot subdivision	Certified	7/06/2021
34/2021/S	South	29 Denbigh Street, Frankston 3199	Three (3) lot subdivision	Certified	15/06/2021
36/2021/S	South	22 Kenilworth Avenue, Frankston 3199	Three (3) lot subdivision	Certified	17/06/2021
Total - 14					

Town Planning Applications – Direction To Advertise Issued June 2021				
<u>Application No</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Application Date</u>
61/2021/P	North-East	21 McCormicks Road, Carrum Downs 3201	To construct seven (7) double storey dwellings on a lot in a General Residential Zone (GRZ)	16/02/2021
81/2021/P	North-East	65B Access Way, Carrum Downs 3201	To use the land for Pet Food Manufacturing in an Industrial 1 Zone (IN1Z)	1/03/2021
90/2021/P	North-East	60 Yarralumla Drive, Langwarrin 3910	To construct one (1) double storey dwelling to the rear of an existing dwelling (two (2) dwellings on a lot) and to subdivide the land into two (2) lots in a General Residential Zone (GRZ).	5/03/2021
121/2021/P	North-East	41 Brunnings Road, Carrum Downs 3201	To construct eight (8) double storey dwellings on a lot in a General Residential Zone (GRZ)	23/03/2021

Town Planning Applications – Direction To Advertise Issued June 2021				
Application No	Ward	Property Address	Application Description	Application Date
317/2018/P/D	North-East	Factory 13/684-700 Frankston-Dandenong Road, Carrum Downs	<p>Section 72 - To use the land for a restaurant, to sell and consume liquor (On Licence Premises) and a reduction in the bicycle facilities requirement of Clause 52.34 of the Frankston Planning Scheme.</p> <p>To amend the permit by:</p> <ul style="list-style-type: none"> - Amending what the permit allows to read 'To use the land for a restaurant and function centre, to sell and consume liquor (On Licence Premises), a reduction in the car parking requirements of Clause 52.06, and a reduction in the bicycle facilities requirement of Clause 52.34 of the Frankston Planning Scheme'. - Amending Condition 3 to read 'A maximum of 120 patrons shall be permitted within the Restaurant Use at any time, unless with the prior written consent of Responsible Authority. <p>A maximum of 224 patrons shall be permitted within the Function Centre Use at any time, unless with the prior written consent of Responsible Authority'.</p> <p>Amending Condition 4 to read 'Unless with prior written consent of the Responsible Authority, the selling or consumption of alcohol must only take place within the approved red line plan at the premises within the hours of 11.00 am and 1.00 am daily (Seven (7) days a week), excluding ANZAC Day and Good Friday when no alcohol may be served'.</p> <ul style="list-style-type: none"> - Considering amended plans and amending the area liquor is to be sold and consumed. 	23/04/2021

Town Planning Applications – Direction To Advertise Issued June 2021				
Application No	Ward	Property Address	Application Description	Application Date
290/2020/P/A	North-East	5/399 McClelland Drive, Langwarrin 3910	Section 72 to Planning Permit 290/2020/P 'To use the land for a restricted recreation facility (gym) in an Industrial 1 Zone (IN1Z)' to allow for amendment to Condition 2 (Hours of Operation)	14/05/2021
491/2020/P	North-West	11 Meerlu Avenue, Frankston 3199	To construct one (1) double storey dwelling to the rear of the existing dwelling (two (2) dwellings on a lot) in a General Residential Zone (GRZ)	21/12/2020
112/2021/P	North-West	10 Wykeham Court, Frankston 3199	To construct two (2) single storey dwellings to rear of an existing dwelling (three (3) dwellings on a lot) on a General Residential Zone (GRZ)	19/03/2021
116/2021/P	North-West	48 Railway Parade, Seaford 3198	To construct a triple storey building containing fourteen (14) dwellings in a General Residential Zone (GRZ)	19/03/2021
165/2021/P	North-West	3 Pine Street, Frankston North 3200	To construct two (2) single storey dwellings on a lot in a General Residential Zone (GRZ)	21/04/2021
175/2021/P	North-West	5 Kurong Avenue, Frankston 3199	To construct one (1) double storey dwelling to the rear of the existing dwelling (two (2) dwellings on a lot) in a General Residential Zone (GRZ)	26/04/2021
199/2021/P	North-West	15/17 Claude Street, Seaford 3198	ALTERATIONS AND ADDITIONS TO AN EXISTING DWELLING IN A LOT LESS THAN 300SQM	7/05/2021
465/2020/P	South	57 Foot Street, Frankston 3199	To use the land to sell and consume liquor (Restaurant and Cafe Licence)	7/12/2020
474/2020/P	South	608 Nepean Highway, Frankston South 3199	To construct one (1) double storey dwelling in a Design and Development Overlay Schedule 2 (DDO2), to alter access to a road in a Road Zone Category 1 and to construct buildings and works in the tree protection zone of substantial trees in a Significant Landscape Overlay Schedule 3 (SLO3)	10/12/2020
23/2021/P	South	39 Violet Street, Frankston South 3199	To construct buildings and works to an existing dwelling in a Design and Development Overlay Schedule 9 (DDO9)	22/01/2021

Town Planning Applications – Direction To Advertise Issued June 2021				
Application No	Ward	Property Address	Application Description	Application Date
30/2021/P	South	667 Nepean Highway, Frankston South 3199	To construct two (2) double storey dwellings on a lot in a General Residential Zone (GRZ) and alter access to a Road Zone 1 (RDZ1)	28/01/2021
862/2002/P/B	South	356 Nepean Highway, Frankston 3199	Section 72 - Use and development of a Doctor's Surgery for two (2) practitioners and building extensions, driveway and car parking alterations and a variation to car parking requirements under Clause 52.06 in accordance with the endorsed plans. Amendments: - Extension to the front of the existing building. - Revised car park layout.	30/03/2021
176/2021/P	South	21 Sussex Road, Frankston South 3199	To construct one (1) double storey dwelling in a Design and Development Overlay Schedule 1 (DDO1) and undertake buildings and works within the tree protection zone of substantial trees in a Significant Landscape Overlay Schedule 3 (SLO3)	27/04/2021
201/2021/P	South	11 Seaview Road, Frankston South 3199	EXTENSION TO EXISTING DWELLING WITHIN THE DESIGN AND DEVELOPMENT OVERLAY - SCHEDULE 1	11/05/2021
509/2019/P/B	South	13 Murawa Street, Frankston 3199	Section 72 - To construct two (2) double storey dwellings on a lot in a General Residential Zone (GRZ) Amendments: Maximum building height increased from 7.1 metres to 7.9 metres. Finished floor level increased from 54.115 to 54.82 to AHD. Amended upper storey materials. Other consequential changes.	17/05/2021

Legend

10 or more dwellings:	Yellow
3 or more lot subdivisions:	Blue
3 or more storey development:	Green
Applications in the CAA:	Pink

Progress Report – Current VCAT Appeals June 2021									
<u>Appeal No</u>	<u>Application Number</u>	<u>Address</u>	<u>Proposal</u>	<u>Lodged at VCAT</u>	<u>Council Decision</u>	<u>Appeal Type</u>	<u>Date of Appeal</u>	<u>VCAT Decision</u>	<u>Date of VCAT Decision</u>
P450/2021	437/2020/P	35 Playne Street Frankston	To construct a nine (9) storey building and construct or carry out works in a Commercial 1 Zone (C1Z) and to reduce the number of car parking spaces required under the Parking Overlay Schedule 1 (PO1)	18/03/2021	Pending	Failure	30/08/2021 - 01/09/2021	Set Aside	24/06/2021
P315/2021	158/2020/P	70 Potts Road Langwarrin	To construct and use two (2) rooming houses on one lot in a General Residential Zone (GRZ)		Refusal	Refusal	30/08/2021	Application Withdrawn	28/06/2021
P1282/2020	394/2007/P/C	6 Leisureland Drive LANGWARRIN VIC 3910	<p>Alterations and additions to an existing building and The construction of building and works to the existing building as a Place of Worship and Community Centre (place of Assembly) and a Caretakers House, with associated car parking in accordance with the endorsed plans. The amendment sought approval as follows;</p> <p>- Amend the condition 4 to change/increase the existing operating hours from 8am to 8pm to 5am to 9.30pm Monday to Sunday;</p> <p>- and the patron numbers proposed for the above additional increased hours are as follows;</p> <p>Maximum of 40 patrons at any one time between 5am to 8am</p> <p>Maximum of 50 patrons at any one time between 8pm to 9.30pm.</p>	11/08/2020	Refusal	Refusal	18/05/2021		

Progress Report – Current VCAT Appeals June 2021									
<u>Appeal No</u>	<u>Application Number</u>	<u>Address</u>	<u>Proposal</u>	<u>Lodged at VCAT</u>	<u>Council Decision</u>	<u>Appeal Type</u>	<u>Date of Appeal</u>	<u>VCAT Decision</u>	<u>Date of VCAT Decision</u>
P1183/2020	67/2020/P	193 Nepean Highway, SEAFORD VIC 3198	To construct two (2) double storey and two (2) three storey dwellings (four (4) dwellings) with height exceeding 7m in a Design and Development Overlay Schedule 6,(DDO6) to alter access to a road in a Road Zone Category 1 and four (4) lot subdivision in a General Residential Zone (GRZ)	10/08/2020	Refusal	Refusal	23/06/2021		
P1433/2020		6 Boston Avenue Seaford Vic 3198	To construct three (3) double storey dwellings on a lot in a General Residential Zone (GRZ)	18/09/2020	Refusal	Refusal	5/05/2021		
P375/2021	258/2020/P	60 Blaxland Avenue, Frankston South 3199	To construct one (1) double storey dwelling to the rear of the existing dwelling (two (2) dwellings) in a General Residential Zone (GRZ) and Bushfire Management Overlay (BMO), To construct a front fence and undertake buildings and works within the tree protection zone of substantial trees in a Significant Landscape Overlay Schedule 4 (SLO4)	5/03/2021	Refusal	Refusal	12/10/2021		
P92/2021	177/2020/P	91 Overport Road, Frankston South 3199	To use and develop the land for a Child Care Centre in a General Residential Zone (GRZ), removal of substantial trees and to undertake building or construct or carry out works in the tree protection zone of substantial trees in a Significant Landscape Overlay Schedule 3 (SLO3) and to construct a building in a Design and Development Overlay Schedule 1 (DDO1)		NOD	Objector	31/08/2021 - 1,2,3 and 9/09/2021		

Progress Report – Current VCAT Appeals June 2021									
<u>Appeal No</u>	<u>Application Number</u>	<u>Address</u>	<u>Proposal</u>	<u>Lodged at VCAT</u>	<u>Council Decision</u>	<u>Appeal Type</u>	<u>Date of Appeal</u>	<u>VCAT Decision</u>	<u>Date of VCAT Decision</u>
P726/2021	26/2021/P	11 Melvia Court Frankston	To use the land for community care accommodation and to construct a building or carry out works for a use in Section 2 in the General Residential Zone (GRZ)	29/04/2021	Failure	failure	7 and 8 October 2021		
P860/2021 & P844/2021	129/2021	20 Seaview Road Frankston South	To construct an extension to an existing dwelling in a Design and Development Overlay Schedule 1 (DDO1)	26/05/2021	NOD	Objector	10/12/2021		
P638/2021	458/2020/P	3 Hoadley Avenue Frankston South Vic	To construct buildings and works to an existing dwelling in a Design and Development Overlay Schedule 9 (DDO9)	27/05/2021	NOD	Objector	26/11/2021		

Progress Report – VCAT Determination – Policy Implications June 2021			
<u>Appeal No</u>	<u>Application No</u>	<u>Address</u>	<u>VCAT Determination – Policy Implications</u>
P610/2020	222/2019/P	60 Aqueduct Road Langwarrin 3199	<p>The applicant sought permission to construct and use the land for a child care centre in a single storey building with a maximum of 76 children. Notice was provided and objections received. Council's delegate resolved to refuse the application and the permit applicant sought a review of Council's decision. On review, the VCAT has set aside Council's decision. The VCAT did not share Council's concerns regarding the traffic and noise impacts of the use on the residential amenity on the area or the compatibility of the proposal with the existing and preferred neighbourhood character. Additionally the VCAT also considered that the site location on a residential street was appropriate with regard to the Non Residential Uses in Residential Zone local planning policy at clause 22.04 of the Frankston Planning Scheme. The decision provides useful guidance to applying the Non Residential Uses in Residential Zone local planning policy to sites on residential streets and on the need to carefully consider the amenity and character impacts of child care centres in a residential setting.</p>

Executive Summary**12.1 Council Resolution Status Update for 19 July 2021**

Enquiries: (Brianna Alcock: Chief Financial Office)

Council Plan

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

Purpose

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

Recommendation (Chief Financial Officer)

That Council:

1. Receives the Notice of Motion Report for 19 July 2021;
2. Receives the Urgent Business Status Update for 19 July 2021;
3. Notes there is one (1) Notice of Motion that has been reported as being complete:
 - 2020/NOM3 - Acknowledgement to Government decision on the AGL Gas Terminal at Crib Point
4. Notes there no reports that are listed as delayed in their presentation back to Council;
5. Notes, since the Council Meeting held on 28 June 2021, 32 resolutions have been completed, as listed in the body of the report; and
6. Resolves for Attachment D remain confidential, as it contains Council business information that is prescribed by the regulations to be confidential information and would, if prematurely released impact on Council's reputation and ability to function to its full capacity.

Key Points / Issues

- At its meeting on 19 December 2016, Council resolved that:

“That the Chief Executive Officer is directed to provide regular updates to Council on the progress or status of Council's resolutions resulting from Notices of Motion raised by Councillors. In order to facilitate this, a brief progress report (detailing the status of each outstanding resolution) is required to be presented to Council at each of its Ordinary Meetings in future commencing with Ordinary Meeting 296 (scheduled for the 30 January 2017).”
- Additionally, at its meeting on 22 July 2019, Council resolved that:

“4. a) Includes in the attached monthly report (Notice of Motion Cost Summary), the number of Urgent business items per councillor
b) Includes the updates of the status of Urgent Business items in the attached monthly report (Notice of Motion Report)”
- The Notice of Motion Report for 19 July 2021 is attached and will continue to be updated and reported at each Council Meeting. Note there are no items listed under confidential, as such this report has not been attached.

12.1 Council Resolution Status Update for 19 July 2021**Executive Summary**

- The Urgent Business Status Update report is attached (Attachment C) for 19 July 2021, and will continue to be reported at each Council Meeting.
- There is one (1) Notice of Motion action that has been reported as complete:
 - 2020/NOM3 - Acknowledgement to Government decision on the AGL Gas Terminal at Crib Point
- Due to various factors, it is sometimes not possible for reports to be brought back before Council in accordance with the time frames resolved. There is no reports listed as being delayed for this meeting.
- Since 2021/CM11 on 28 June 2021, the following 32 resolution actions have been reported as 'complete'. A detailed report has been provided in Attachment D (*CONFIDENTIAL*).
 - Advanced Waste Processing Solutions - South East Business Case
 - Migration of Council websites to new platform
 - Draft Community Engagement Policy
 - Glyphosate Ban and Weed Management Trials Progress Update
 - Award of Contract No. CN 10500 - Pat Rollo Reserve Pavilion Redevelopment
 - Award of Contract CN10451 - Easement Pit Build-ups
 - Adoption of Community Engagement Policy
 - Response to Petition - Beckwith Grove Pedestrian Bridge, Seaford
 - Award of Contract CN10465 - Pit Construction & Pipe Laying Panel
 - Sexual Harassment Policy & Procedure
 - Award of Contract No. CN 10507 - Monterey Reserve Pavilion Redevelopment
 - McClelland Gallery
 - Proposed closure of Boundary Lane, Carrum Downs
 - Building Facilities Maintenance, Cleaning and Security Contract 2015/16- 82 Extension
 - Smart Cities Framework & Roadmap
 - Proposed Assignment of Lease - Crackerjack Beachfront Cafe - Keast Park Seaford
 - Capital Works Quarterly Report - Q3 - January to March 2021
 - Draft 2021-2025 Council Plan and Budget and draft 2021-2025 Revenue and Rating Plan
 - Award of Contract CN10534 - Stotts Lane Construction of Shared User Path between Golf Links Road and Escarpment Drive, Frankston South
 - Appointment and Authorisation of Council Staff
 - Instrument of Delegation S6 from Council to members of Council staff
 - Award of Contract CN10510 - Native Vegetation Maintenance Works Panel
 - Award of Contract CN10450 - Concrete Replacement Maintenance Works Panel
 - Policies & Planning Progress Report

12.1 Council Resolution Status Update for 19 July 2021**Executive Summary**

- Frankston Planning Scheme Amendment C138 - Environmentally Sustainable Design Local Planning Policy - Report on public exhibition and submissions; and authorise officers to request the Minister for Planning to approve the Amendment as exhibited
- Council Resolution Status Update for 28 June 2021
- External Committee Minutes for the Executive Management Team
- Outcomes of the Audit & Risk Committee Meeting - 14 May 2021
- Election report - results of Frankston City Council general elections 2020
- Land Acquisition and Offset Opportunities
- South East Metropolitan Advanced Waste Processing Procurement
- Councillor Induction Training - Declaration of Completion of Councillor Induction

Financial Impact

There are no financial implications associated with this report.

Consultation**1. External Stakeholders**

Nil.

2. Other Stakeholders

Nil.

Analysis (Environmental / Economic / Social Implications)

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

Legal / Policy / Council Plan ImpactCharter of Human Rights and Responsibilities

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

Legal

There are no legal implications associated with this report.

Policy Impacts

There is no impact on Council policies.

Officer's Declaration of Interests

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

Risk Mitigation

There are no risks associated with this report.

12.1 Council Resolution Status Update for 19 July 2021**Executive Summary****Conclusion**

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

ATTACHMENTS

- Attachment A: [↓](#) Notice of Motion Cost Summary for 19 July 2021
- Attachment B: [↓](#) Notice of Motion Status Update for 19 July 2021
- Attachment C: [↓](#) Urgent Business Status Update for 19 July 2021
- Attachment D: Closed Resolutions as of the 19 July 2021 - **CONFIDENTIAL**

Notice of Motion Report - 2021 - CM12 - for the 19 July Council Meeting (A4490417).XLSX

**Notice of Motions Estimated Costs
By Councillor
2020 - 2024 Term**

Councillor	Number	Primary Cost	Ongoing Cost	Outcome Cost	2020/21 Budget Cost *	Urgent Business
Cr David Asker	0	\$0	\$0	\$0	\$ -	0
Cr Sue Baker	0	\$0	\$0	\$0	\$ -	0
Cr Kris Bolam	0	\$0	\$0	\$0	\$ -	0
Cr Nathan Conroy	0	\$0	\$0	\$0	\$ -	0
Cr Claire Harvey	1	\$0	\$0	\$0	\$ -	1
Cr Brad Hill	1	\$0	\$0	\$0	\$ -	0
Cr Liam Hughes	1	\$0	\$0	\$0	\$ -	1
Cr Steven Hughes	1	\$0	\$0	\$0	\$ -	0
Cr Suzetter Tayler	0	\$0	\$0	\$0	\$ -	0
TOTAL	4	\$ -	\$ -	\$ -	\$ -	2

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

* 2020/21 Budget Cost: these are totals reflective of costs associated with project requests that Councillors have submitted as part of the 2019/2020 Budget Process and not associated with the outcomes of Notices of Motion submissions.

Notice of Motion Report - 2021 - CM12 - for the 19 July Council Meeting (A4490417).XLSX

Meeting Date	Item No	NOM Title and Councillor	Council Resolution	Responsibility	Comments	Cost Summary
10-May-21	14.1	2021/NOM3 - Acknowledgement to Government decision on the AGL Gas Terminal at Crib Point Cr Harvey	<p>Council Decision Moved: Councillor Harvey Seconded: Councillor Hill That Council, in light of AGL formally withdrawing its plans for the gas terminal at Crib Point: 1. Writes a letter of thanks to Minister Wynne for his important decision ruling out the proposal on the basis of unacceptable environmental impacts in the Western Port region; 2. Writes a letter of appreciation to Mornington Shire Council, via Mayor O'Connor, for their strong advocacy on this matter of local significance; and 3. Notes the hard work of concerned residents and volunteers across the Frankston & Mornington Peninsula region - and beyond - in seeking the protection of our local marine environment and in support of efforts to mitigate against dangerous climate change. Carried</p>	Fiona McQueen	7 July 2021 - 1. Complete; 2. Complete; 3. Complete. It is recommended that this action be closed.	
28-Jun-21	14.1	2021/NOM5 - Greening of Residential Nature-Strips Cr L Hughes	<p>Council Decision Moved: Councillor Liam Hughes Seconded: Councillor Conroy That Council: 1. Reviews the 'Development and Planting within Road Reserve Guidelines' and application process to promote a greener and healthier Frankston. The revised guidelines should include example plans, appropriate species lists, photos of existing approved nature strip planting, ways in which to engage the community and consideration of the waiving of fees; and 2. Submits the report to Council no later than the October 2021 Council Meeting. Carried Unanimously</p>	Suzane Becker		

Item 12.1 Attachment C: Urgent Business Status Update for 19 July 2021

Notice of Motion Report - 2021 - CM12 - for the 19 July Council Meeting (A4490417).XLSX

Urgent Business

Meeting Date	Urgent Business Title and Councillor	Council Resolution	Responsibility	Comments
28-Jul-21	Urgent Business - Disposal of Tree Debris arising from a Severe Weather Event	Council Decision Moved: Councillor Liam Hughes Seconded: Councillor Steven Hughes That a report be provided at the August 2021 Council Meeting investigating options to support the Frankston City community for the disposal of tree debris at the Frankston Regional Recycling and Recovery Centre arising from a severe weather event. This investigation is to include benchmarking with neighbouring Councils and associated costs.. Carried Unanimously	Bruce Howden	2 July 21 - Clarification of the scope of the report progressing. 6 July 21 - Federal and State Government resident support funding announced on 5 July and will be incorporated into report.

Executive Summary**12.2 Update on Coronavirus (COVID-19) and Recovery Grants Program - 19 July 2021**

Enquiries: (Phil Cantillon: Chief Executive Office)

Council Plan

Community Outcome:	2. Liveable City
Strategy:	2.1 Employment, education and economy
Priority Action	2.1.2 Develop a knowledge, creativity and skills based economy that generates employment opportunities

Purpose

To update Council on its response to the impacts of the Coronavirus (COVID-19) and to seek Council approval of revised guidelines and delegations for the 2021/22 COVID19 Relief and Recovery Grants Program, comprising two groups of grants: COVID19 Community Support Grants and COVID19 Rapid Response Grants, which are part of the Community Care Package.

Recommendation (Chief Executive Officer)

That Council:

1. Notes this report which outlines an update of its response to the impacts of the Coronavirus (COVID-19) and Council's total spend on COVID-19 Relief and Recovery for 2020-21 and 2021-22 will be \$9.128 million;
2. Reallocates an activity within the 2020-21 Relief and Recovery Package to the value of \$8,200. Provide an additional \$8,200 grant to the Belvedere Community Centre funded from Activity 25 Community Grants in support of their relocation;
3. Notes the 2021-22 COVID-19 Relief and Recovery related grant funds available for eligible applicant individuals, community groups, small businesses and not-for-profit organisations is \$100K (or \$118K if including reference to the \$18K for Youth Grants funded through the State Government Engage Program).
4. Approves the revised guidelines and delegations for the COVID-19 Recovery Grants program comprising:
 - One funding round in August 2021 (Up to \$3,000 per application);
 - The Assessment Panel membership of the Mayor, the Deputy Mayor, Cr Suzette Tayler, Director Communities and Chief Financial Officer;
 - Approval by Council.
5. Approves the revised guidelines and delegations for the COVID19 Urgent Grants program comprising:
 - One funding round assessed monthly (Up to \$1,000 per application);
 - The Assessment Panel membership of the Mayor, the Deputy Mayor, Cr Suzette Tayler, Director Communities and Chief Financial Officer;
 - Approved by the Assessment Panel and reported to Council.
6. Approves the revised guidelines and delegations for the Youth Grants comprising:
 - One funding round in July (Up to \$600 per application)
 - Assessed by designated Senior Youth Workers;
 - Approved by the Manager, Community Strengthening and reported to Council.

12.2 Update on Coronavirus (COVID-19) and Recovery Grants Program - 19 July 2021**Executive Summary**

7. Approves the revised guidelines and delegations for the Inclusion Support Grants program comprising:
- Open funding round assessed monthly (75% of Club Fees or up to \$200 per application);
 - Assessed by the Grants Officer; and
 - Approved by the Manager, Community Strengthening and reported to Council.

Key Points / Issues

- At its meeting on 29 April 2021, Council resolved that:
 1. *This report which outlines its response to the impacts of the Coronavirus (COVID 19); and*
 2. *Notes an update will be provided at every second Council meeting moving forward during the Pandemic, with the exception of additional Council Meetings that may be called for the purpose of considering a specific matter.*
- Council continues to hold its Council meetings in the Council Chambers although during the recent lock-down, only essential staff along with the Mayor, Deputy Mayor and Chief Executive Officer were onsite during this period, with the meetings held virtually.
- Councillors adopted a 2021-22 Recovery Package at the Council meeting on 28 June 2021. The package forms part of the adopted 2021-2025 Council Plan and Budget. Council approved the reallocation of under-utilised activities in 2020-21 to the value of \$1.770 million to fund the 2021-22 Recovery Package totalling \$3.86M. This brings the total spend for Council's COVID Relief and Recovery to \$9.128M.
- The Relief and Recovery Grants Program comprises two groups of grants: COVID-19 Community Support Grants and COVID-19 Rapid Response Grants. The total pool of Council funded COVID-19 Response and Recovery Grants for 2021-22 is \$100K (or \$118K if including reference to the \$18K for Youth Grants funded through the State Government Engage Program).
- The 2021-22 financial year grants are proposed to be structured as following:
 - COVID-19 Recovery Grants up to \$3,000 per application (Attachment D)
One round for **COVID-19 Recovery Grants** program aimed at providing assistance to community groups for support or relief in response to a community need related to the impact of COVID-19
 - COVID-19 Urgent Grant up to \$1,000 per application (Attachment E)
Monthly (or until funds are spent) **COVID19 Urgent Grants** program aimed to assist grassroots community groups who have a pressing need for support
 - Youth Grants up to \$600 per application(Funded by State Government Engage Funding) (Attachment F)
One round of Youth Grants Program aims to support young people experiencing disadvantages that limit their ability to gain financial support for materials, equipment and courses for their education, training and/or career aspirations.

12.2 Update on Coronavirus (COVID-19) and Recovery Grants Program - 19 July 2021**Executive Summary**

- Inclusion Support Grants up to 75% of Club Fees or up to \$200 per application (Attachment G)

Monthly grants aimed at inclusion of school aged Frankston residents up to the age of 18 years in disadvantaged circumstances to participate in a sport by paying their fees directly to the Frankston municipality sports club

- A review will be undertaken to inform the 2022-23 Community Grants and Standing Grants budget, with a Council report including recommendations for discussion prior to the 2022-23 budget period.
- A consultant has been engaged to undertake this review. The Mayor and Councillors have been invited to provide feedback on the review of Annual Community Grants program. Further community input and feedback will be requested from Council Officers, community groups and community organisations.

Key inclusions and actions update

Some key inclusions with actions to date are listed below, with more detailed information provided in the attached COVID-19 Relief and Recovery Package Status Report (**Attachment A**).

- As at 22 June 2021, Council had delivered \$5.08M in support to the community and continue to ensure the ongoing activities are delivered in a timely manner. This report proposes the reallocation of under-utilised activities from the package to fund the 2021-2022 Recovery Package adopted by Councillors at their 28 June 2021 meeting.
- Details of the under-utilised activities are included in the COVID-19 Relief and Recovery Status Report (**Attachment A**) and a summary of the overall impact included in the COVID-19 Relief and Recovery Package variation reconciliation report (**Attachment B**).
- A summary of the current grants relating to the COVID-19 Relief and Recovery package is listed in the COVID-19 Community Grants report (**Attachment C**). The assessment and approvals have been undertaken in compliance with the delegations approved by Council at its Ordinary meeting held on 15 June 2020.
- Council continues to allow office-based staff to work remotely, work in 'bubble' teams along with attendance in the office ensuring capacity is not breached. Council staff continue to be offered the opportunity for flexible working arrangements.
- During the recent lock-down 81% of office based staff were working remotely. As the redeployment budget has been reached in relation to the Relief and Recovery package 2020/21 this has now closed at the end of May 2021.
- Council continues to provide hand sanitising equipment and products for staff to use in all its facilities and assist with replenishing stock around Civic buildings. Noting the sanitising programme funded by the Victorian Government ended in April 2021.

Provision of Customer Service and Communication during COVID

- Between 31 May 2021 and 2 July 2021, Customer Service received 87 calls relating to COVID specific queries. Walk through traffic at both Frankston and Langwarrin were at standard levels, before a circuit breaker lockdown was called which saw all service centres close from Friday 28 May 2021 through to reopening after the Queen's Birthday public holiday, on Tuesday 15 June 2021.
- A part of the rollout of our State Government Mayor Cr Kris Bolam JP recorded a series of radio advertisements which are currently running on local station, 3RPP, and in July, the Mayor and Councillors will have further chances to participate in publicity opportunities to highlight the opening of Peninsula Health's flagship vaccination hub.

12.2 Update on Coronavirus (COVID-19) and Recovery Grants Program - 19 July 2021**Executive Summary**

- The events team continue to work and plan to adhere to the current Public Events Framework, seeking approvals to the State Government when required. The team will start in-depth conversations with the DJPR in the coming months in relation to the possibilities and restrictions for some of our larger events ahead of the 2021-2022 event season now we have been appointed a direct contact at the DJPR.

Financial Impact

There is one adjustments considered in this report, details are included in the COVID-19 Relief and Recovery Package Status Report (**Attachment A**). A summary of the overall impact of these amendments is also included in the COVID-19 Relief and Recovery Package variation reconciliation Report (**Attachment B**).

The adjustment is the allocation from Activity 25 Community Grants the amount of \$8,200 to the Belvedere Community Centre in support of the additional workload to redevelop their operating model and undertake their transition planning to their new location.

On 28 June 2021, Council reaffirmed its support to COVID-19 recovery initiatives with a \$3.86 million (**Attachment H**) investment to help the community recover from COVID-19 in 2021-22 – taking Council's total support in the Relief and Recovery Package to \$9.128 million.

The \$3.860 million is a key component in the 2021–25 Council Plan and Budget following extensive community consultation and engagement. Management reviewed the 2020-21 package and identified under-utilised activities totalling \$1.770 million to fund the newly adopted 2021-22 Recovery Package. This was also supported and endorsed by Council on 28 June 2021.

The forecast spend as at 30 June 2021 is expected to be \$5.268 million and an additional budget for 2021-22 of \$3.860 million (**Attachment H**) will result in a total spend over two years to the COVID-19 Relief and Recovery support for residents, businesses, community and sporting organisations to \$9.128 million.

Consultation**1. Internal Stakeholders**

Consultation relating to the Recovery Grants will be undertaken as part of the review and this will include the Mayor, Councillors and relevant Council teams.

2. External Stakeholders

External consultation with residents, community groups and organisations will be undertaken as part of this review.

Analysis (Environmental / Economic / Social Implications)

The ongoing impacts of the COVID-19 Pandemic have caused further stress to our community with many individuals and organisations affected. The Recovery Grants will contribute to alleviating some of the impacts and will support the reopening of community services and activities

Legal / Policy / Council Plan ImpactCharter of Human Rights and Responsibilities

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

Legal

There are no legal issues associated with this report.

12.2 Update on Coronavirus (COVID-19) and Recovery Grants Program - 19 July 2021**Executive Summary**Policy Impacts

There are no policy impacts.

Officer's Declaration of Interests

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

Risk Mitigation

Having a clear agreed process as outlined in this report for grants ensures that the guidelines are fair for all.

Conclusion

The Covid-19 Relief and Recovery grants program will provide much needed support to vulnerable people and organisations in the Frankston community. It is recommended the report be noted and received.

ATTACHMENTS

- Attachment A: [↓](#) Relief and Recovery Package Status Report - 22 June 2021
- Attachment B: [↓](#) Relief and Recovery Package Variation Reconciliation - June 2021
- Attachment C: [↓](#) COVID-19 Community Grants - June 2021
- Attachment D: [↓](#) COVID-19 Recovery Grants - Guidelines FY 21-22
- Attachment E: [↓](#) COVID-19 Urgent Relief Grant Guideline FY 21-22
- Attachment F: [↓](#) Youth Grants Guidelines - FY 21-22
- Attachment G: [↓](#) Inclusion Support Grants - Guidelines - FY 21-22
- Attachment H: [↓](#) Adopted 2021-2022 Recovery Package

Relief and Recovery Package Monthly Financial Report as at 22 June, 2021

Activities	Description	Short-term	Medium-term	Long-term	Transfer under-utilised Budget to fund 2021-2022 Package	Additional Budget (Actual) \$	Value of Redeployed staff (Actual) \$	Total \$
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Supported individuals

1. Residential rates relief – Unemployed Owner/Occupier	<p>Provide a one off \$200 rate waiver for an owner occupied property, where one or more of the owners are in receipt of a Centrelink unemployment JobSeeker Payment. The \$200 rate waiver will be applied to the 2020-2021 rates first quarter instalment payment. Applications for the waiver will open from 1 July and must be received no later than 30 September 2020.</p> <p>Updated Description: Approves residents (owner/occupiers) that can demonstrate they are experiencing financial hardship relating to the pandemic, beyond those receiving Jobseeker, can apply for a one-off rate waiver per household of \$200 during 2020/2021 (31 August 2020 Ordinary Meeting)</p> <p>Update: \$283,000 funded from reallocations within the Relief and Recovery Package activities as follows; a) Activity 3 Penalty interest freeze on overdue rates increase of \$140,000 funded from Activity 1 Residential rates relief waiver OM 27 January 2021</p>					1,060,000		
					614,000 -	446,000	-	
2. Suspension of rates legal action	<p>Temporarily cease all legal action to recover rates until end of September 2020 or to other timeframe otherwise determined by Council via the Emergency Hardship Policy (residential, commercial and industrial properties)</p> <p>Update: Extension of the current rate deferral provisions in Council's existing Rates Hardship Policy to place on hold legal costs relating to all new debt recovery action until 30 June 2021. (31 August 2020 Ordinary Meeting)</p>					-	-	

Relief and Recovery Package Monthly Financial Report as at 22 June, 2021

Activities	Description	Short-term	Medium-term	Long-term	Transfer under-utilised Budget to fund 2021-2022 Package	Additional Budget (Actual) \$	Value of Redeployed staff (Actual) \$	Total \$
3. Penalty Rate Freeze	Not raise any penalty interest until 30 September 2020 or to other timeframe otherwise determined by Council via the Emergency Hardship Policy (residential, commercial and industrial properties) \$300K Update: Extension of the current rate deferral provisions in Council's existing Rates Hardship Policy to place on hold the raising of penalty interest on overdue rates payments until 30 June 2021 (31 August 2020 Ordinary Meeting) additional \$140K				- 234,728 -	440,000 674,728	-	
4. Rooming house monitoring and support	Increase monitoring and support of rooming houses, with hygiene checks and delivery of hygiene packs					- -	63,000 14,404	
5. Homelessness Shower operations	Ensure increased volunteer support for the Homelessness Shower as needed, as well as additional cleaning costs Update: Discontinuation of redeployment of staff (\$20K) to Impact Volunteering as it is no longer required (10 August 2020 Ordinary Meeting) Update 2: Discontinuation of Homeless Shower Operations (\$50K) with funds moved to Item 56 Think Tank Innovation Grants (10 August 2020 Ordinary Meeting)					- -	- -	184
6. Homeless breakfasts	Enable takeaway options for homeless breakfasts					3,000 - 3,000	-	

Relief and Recovery Package Monthly Financial Report as at 22 June, 2021

Activities	Description	Short-term	Medium-term	Long-term	Transfer under-utilised Budget to fund 2021-2022 Package	Additional Budget (Actual) \$	Value of Redeployed staff (Actual) \$	Total \$
7. Crisis support service to socially isolated and elderly individuals (outgoing)	Delivery of care packages, supporting volunteer food services and provision of wellbeing phone checks for the elderly and lone person households. Update: At the November 23 Council meeting, it was resolved to move redeployed staff component of \$8K to Activity 7 - Crisis support. Amount was deducted from Activity 32 - Gardens for Wildlife (G4W)				20,000	20,000	278,000	446,252
8. Support triage call centre / health chat room (incoming)	To manage the flow of calls for help and advice during a time when the community is experiencing significant stress					-	300,000	300,000
9. Donation Drop-Off	Establish drop off donation points (non-perishables only for secure bins) and distribute using volunteers/redeployed staff Update: At the November 23 Council meeting, it was resolved to reduce Activity 9 - Donation Drop Off by \$8,333, resulting in a new total of \$1,667. Saving Moved to Activity 38B - Miscellaneous Fee Waivers				1,667	1,667	17,500	19,360
10. Parent resources	Engaging activities for children (e.g. exercise videos, arts and craft activities, Lego challenges, seasonal ideas, scavenger hunts) and digital learning/tutoring tools and experiences to assist with at-home learning				3,413	38,000	214,000	165,181
11. Virtual Exercise	Share PARC Your Way to help with the health and wellbeing of the community					-	-	-

Relief and Recovery Package Monthly Financial Report as at 22 June, 2021

Activities	Description	Short-term	Medium-term	Long-term	Transfer under-utilised Budget to fund 2021-2022 Package	Additional Budget (Actual) \$	Value of Redeployed staff (Actual) \$	Total \$
12. Emergency backup and support for Community Support Frankston (CSF)	<p>Additional support for CSF required for operational continuity (including administrative support for teams) in order to extend their ability to respond to the needs of the most vulnerable members of the Frankston community.</p> <p>Update: Council resolved at the 14 December meeting to approve additional redeployment funding.</p>						525,000	
						-	612,955	
13. Financial support for Community Support Frankston (CSF)	Provision of a grant to CSF to support Frankston City residents. This could be stipulated for emergency food or equipment purchased through local suppliers and utilities.					300,000		
						- 300,000	-	
14. Student Scholarship program	<p>Provide support to Frankston City students to support the purchase of text books and other necessities for study at higher education institutes (eg via the Carolyn Chisholm Scholarship program)</p> <p>Update: Extend the fee relief for sporting clubs and outdoor fitness providers by waiving summer tenancy fees and ground hire fees (for personal trainers/educators) by \$134,000. This is to be funded from the reallocation from Activity 14 Student Scholarship (\$29,000) OM 27 January 2021</p>					1,000		
					- 2,506	- 3,506	-	

Relief and Recovery Package Monthly Financial Report as at 22 June, 2021

Activities	Description	Short-term	Medium-term	Long-term	Transfer under-utilised Budget to fund 2021-2022 Package	Additional Budget (Actual) \$	Value of Redeployed staff (Actual) \$	Total \$
57. Waive Library Fees	Adopts the recommendation to discontinue library fines for customers who have overdue items and authorise the write off of 7 year historic overdue fines (21 September 2020 Ordinary Meeting) Report 12.2					275,520		
						- 275,520	-	
15. Live Chat – Corporate Customer Service	Provide tailored front line customer service through online discussions on Council's corporate website					75,000	59,000	
					27,489	- 47,511	- 28,721	
16. Engaging with the Library /FAC	Live streamed events such as virtual story-time, author talks, basic craft activity sessions, book chats, lifestyle classes, live chat, online ordering, home delivery, writing and art competitions, local history online, social media and eNewsletters etc.						135,000	
						-	- 173,997	
17. Creative collective	Artists/writers to create stories, short films and photos in response to current crisis, which could be collated as a creative reflection referenced for the future etc.					20,000		
					4,501	- 15,499	-	

Relief and Recovery Package Monthly Financial Report as at 22 June, 2021

Activities	Description	Short-term	Medium-term	Long-term	Transfer under-utilised Budget to fund 2021-2022 Package	Additional Budget (Actual) \$	Value of Redeployed staff (Actual) \$	Total \$
18. a) Creative Industries and Artists Grants	*Creative Industries Grants (X8 \$2,500ea) featuring a mentoring program for artists to build skills for creative practice (e.g. a visual artist may want to gain skills on creating a website to generate online sales or learn how to effectively use social media).					52,000		
18. b) Creative Industries and Artists Grants	*Local Artist Grants (X8 \$4,000ea) to develop new work that can be presented online or digitally or the development of a new work to be presented at Cube when FAC reopens.				25,346 -	26,654	-	
19. Adaption of FAC programs	Purchase of equipment to be able to have in-house capacity to live stream upcoming performances and events to audiences (e.g. Daytime Musicals)				1,900 -	18,100	-	
20. Online 'Green Our Future' events	Environmental events held via webinars, with topics potentially including alternative energy generation, using up leftovers, food storage, DIY cleaning products, climate emergency engagement, household waste and recycling					-	-	
21. #enjoyingmybackyard campaign	Competition encouraging residents to create and share a video of them enjoying their backyard to win vouchers to local businesses offering delivery/takeaway					-	-	

Relief and Recovery Package Monthly Financial Report as at 22 June, 2021

Activities	Description	Short-term	Medium-term	Long-term	Transfer under-utilised Budget to fund 2021-2022 Package	Additional Budget (Actual) \$	Value of Redeployed staff (Actual) \$	Total \$
22. Sports fee waivers	Full waiver of sports club tenancy and ground allocation fees (winter season - until 30 September 2020 - or to other timeframe otherwise determined by Council). Update: Extend the fee relief for sporting clubs and outdoor fitness providers by waiving summer tenancy fees and ground hire fees (for personal trainers/educators) by \$134,000. OM 27 January 2021				134,484 -	284,000 149,516	-	
23. War memorial fee waiver	Waive RSL War Memorial maintenance fee for 12 months (works undertaken by FCC)				-	7,000 7,000	-	
24. Hard Waste Collection – anticipated increase in collection	Understanding that much of the community have been at home due to social distancing restrictions, it is anticipated that there will be an increase in the amount of hard waste. While this will not be promoted, additional capacity has been added to the collection from each household in order to ensure residents are not penalised for the additional volume (within reason).				400,000	400,000 -	-	
25. Repurpose Community Grants Program	Expand the funding pool and review existing criteria of the Community Grants Program to support the efforts of groups and organisations that are responding to the impacts of COVID-19 (\$500K) Update: Repurposed Grants added of \$14,665 - June Ordinary Meeting 2020				144,315 -	514,665 370,350	-	

Relief and Recovery Package Monthly Financial Report as at 22 June, 2021

Activities	Description	Short-term	Medium-term	Long-term	Transfer under-utilised Budget to fund 2021-2022 Package	Additional Budget (Actual) \$	Value of Redeployed staff (Actual) \$	Total \$
26. Repurpose Miscellaneous Grants Program	Repurpose the remaining 2019-2020 Miscellaneous Grants of \$29,000, with the full year 2020-2021 grant pool (\$76,000) available. Eligibility and grant criteria to be revised to best respond to the community needs emerging from COVID-19 impacts. Update: Repurpose grants of \$110,000 added - June Ordinary Meeting 2020				108,000 -	110,000 2,000	-	
27. Online youth engagement	Engagement through workshops, videos, and connections shared via social media platforms					-	-	
28. Frankston Comeback Campaign	A series of activities to encourage people to feel confident to explore the city, foreshore areas and parklands within social distancing restrictions					-	11,000 -	
29. Digital Street Art Scavenger Hunt	Encourages people to explore the city and support businesses (in Visit Frankston app)					-	-	

Relief and Recovery Package Monthly Financial Report as at 22 June, 2021

Activities	Description	Short-term	Medium-term	Long-term	Transfer under-utilised Budget to fund 2021-2022 Package	Additional Budget (Actual) \$	Value of Redeployed staff (Actual) \$	Total \$
30. Increased sanitisation schedule	Increased spray cleansing/sanitizing of park furniture in high priority reserves to reduce risk from increased informal visitation to parks (unemployment program) Update: Extend the fee relief for sporting clubs and outdoor fitness providers by waiving summer tenancy fees and ground hire fees (for personal trainers/educators) by \$134,000. This is to be funded from the reallocation from Activity 30 Increased Sanitisation (\$30,000). OM 27 January 2021				16,312 -	20,000 3,688	55,000 -	
31. Community tree planting programs and hand weeding	Engage community (unemployed) to plant more trees through vouchers from indigenous nursery, as well as supervised hand weeding in streetscapes and reserves. This could be part of a broader SEM region-wide project				17,583 -	50,000 32,417 -	49,000 314	
32. Gardens for Wildlife (G4W)	Modified G4W program to support online engagement, possibly with a delivery service if Indigenous Nursery cannot open to public				1,191 -	7,000 5,809	- -	
33. Children's environmental activities	Environmentally themed children's activity sheets e.g.. bush scavenger hunt (in backyard), home composting, waste and recycling							
34. Digital Walking Tours	Within the Visit Frankston mobile app - initial tours including the Coastal Arts Discovery Trail and Langwarrin Flora and Fauna Reserve Historical Trail which will support a reactivation of public places (contracted project – delayed by COVID-19)				40,000	40,000 -	- -	

Relief and Recovery Package Monthly Financial Report as at 22 June, 2021

Activities	Description	Short-term	Medium-term	Long-term	Transfer under-utilised Budget to fund 2021-2022 Package	Additional Budget (Actual) \$	Value of Redeployed staff (Actual) \$	Total \$
35. Graffiti removal	Removal of graffiti on private buildings in the city centre and neighbourhood shopping strips and resident front fences to road reserves to provide an enhanced sense of safety and to support public activity (as requested)					-	-	
36. Council car parking relief	First two hours of parking in Council owned and managed city centre off street car parks is provided for free (2020-2021). (Please note this excludes on-street parking in the city centre which is already provided for free and has localised time-restrictions)				75,494 -	125,000 49,506	-	
37. Advocate for cheaper privately owned car parks	Advocate to Vicinity Centres to implement free two hour car parking within their centre to encourage customers for 12 months					-	-	
38. a) Miscellaneous fee waivers	Full waiver of the Council only component for the following fees for the 2020-2021 financial year: <ul style="list-style-type: none"> Waterfront – Commercial/Community Events, filming/ photography per week Parks, beaches, reserves, commercial/community filming/ photography per week CAA Minor event fee – Half Day Update: At the November 23 Council meeting, it was resolved to increase Activity 38B - Miscellaneous Fee Waivers, resulting in a new total of \$27,333. Increased by saving in Activity 9 - Donation Drop Off.				3,358 -	8,333 4,975	-	
38. b) Miscellaneous fee waivers	Full waiver of the Council only component for the following fees for the 2020-2021 financial year: <ul style="list-style-type: none"> Permit – Commercial Project up to \$15,000 Permit – Residential – Minor works - \$5,000 to \$15,000 Permit – Residential/Fences – Minor works less than \$5,000 				19,000	19,000 -	-	
39. Establish ParkRun within Frankston City	Funding support for initial equipment purchase and volunteering expenses required to establish two Park Runs (Frankston and Seaford) within the City				14,000	14,000 -	-	

Relief and Recovery Package Monthly Financial Report as at 22 June, 2021

Activities	Description	Short-term	Medium-term	Long-term	Transfer under-utilised Budget to fund 2021-2022 Package	Additional Budget (Actual) \$	Value of Redeployed staff (Actual) \$	Total \$
54. Waive license fees and charges for Karingal PLACE and Ebdale Hub tenants	The license fees and charges for Karingal PLACE and Ebdale Hub tenants to be waived for the period 17 March 2020 – 31 August 2020, along with a waiver of further monthly charges during the 2020-2021 financial year, until the premises resumes occupation, following a lifting of COVID-19 restrictions (10 August 2020 Ordinary Meeting).				47,462	47,462	-	-
55. Waive rent charges for Frankston District Basketball Association, Frankston District Netball Association and the Frankston Yacht Club	The waiving of rent for the Frankston District Basketball Association, Frankston District Netball Association and the Frankston Yacht Club from 1 April 2020 – 30 September 2020, along with a waiver of further monthly charges during the 2020-2021 financial year, until the premises resumes occupation, following a lifting of COVID-19 restrictions (31 August 2020 Ordinary Meeting).				2,002	22,108	-	-
56. Think Tank Innovation Grants	Establish the Think Tank project and approves repurposing \$50K of the Community Care Package (currently allocated to sanitisation of the homeless shower) to establishing five \$10K innovation grants to support implementation of ideas arising from the Think Tank.				50,000	50,000	-	-
58. Frankston Bowling Club Interest on loan waiver	24 month deferral on loan repayments for Frankston Bowling Club and the wavier of interest on the loan for the next 24 months (21 September 2020 Ordinary Meeting)..				-	2,200	-	-
40. Business Concierge (crisis package)	Continue provided tailored and personal support to local businesses through a central point of contact for all business specific enquiries				-	-	115,000	58,892
41. Business Support (crisis package)	Outreach support, information and tools to advice businesses how they can plan, prepare, adapt, upskill and communicate with their customers and supply chain				28,995	52,000	15,000	-
42. Priority payment of supplier invoices	Commitment to pay invoice(s) promptly, with suspension of the 30 day payment terms for the foreseeable future. Over 2,600 suppliers advised				-	-	-	-

Relief and Recovery Package Monthly Financial Report as at 22 June, 2021

Activities	Description	Short-term	Medium-term	Long-term	Transfer under-utilised Budget to fund 2021-2022 Package	Additional Budget (Actual) \$	Value of Redeployed staff (Actual) \$	Total \$
43. Rent relief for tenants of Council owned buildings	<p>Full rent relief until 30 September 2020 (Beach Café, Waves Restaurant, Crackerjack and Sofia's (targeting the relief to businesses rather than the head tenant to the extent that is allowed by the recently released Mandatory Code for Leasing).</p> <p>Update: Approves the extension of rent waivers for Council's commercial hospitality tenants, Beach Café, Crackerjack, Sofias and Waves for the period from 1 October 2020 – 31 December 2020 (21 September 2020 Ordinary Meeting). Additional \$54,698 added to Mid Year Budget Review.</p>				75,686 -	184,698 109,012	-	
44. Loyalty and marketing campaigns	Support the business community through social distancing restrictions and then the recovery period by developing loyalty programs that target local businesses and a range of campaigns to guide and encourage residents to explore locally rather than leave the municipality (includes Flavours of Frankston).				40,000	40,000 -	10,000 -	
45. Place Activation Resourcing	Continuation of the Place Maker position beyond current grant funded period (formerly City Centre Place Manager, concludes Feb 2021) and a calendar of activations to reinvigorate our city during recovery.				58,453 -	64,000 5,547 -	66,000 16,283	
46. Annual Business Survey – focussing on impact of COVID-19	Identify the immediate impact of COVID-19 on businesses and analysis on how the businesses were trading prior					- -	6,000 22,103	
47. Kerbside Trading Permit fees	<p>Waive Kerbside Trading fees for 2020-2021 (\$30K)</p> <p>Update: At the November 23 Council meeting, it was resolved to increase budget by \$45K, resulting in new total of \$75K. Increase is funded by savings of \$45K to Activity 52 - Unemployment Support Program.</p>				4,455 -	75,000 70,545	-	

Relief and Recovery Package Monthly Financial Report as at 22 June, 2021

Activities	Description	Short-term	Medium-term	Long-term	Transfer under-utilised Budget to fund 2021-2022 Package	Additional Budget (Actual) \$	Value of Redeployed staff (Actual) \$	Total \$
48. Food Act Registration fees	<p>Provide free registration for operators applying for a permit within three months (encourages early resumption of business)</p> <p>Updated Description: Provide relief to small business and clubs when renewing their business registration in October 2020 (20 July 2020 Ordinary Meeting)</p>					130,000		
					12,900 -	117,100	-	
49. Expansion of Invest Frankston Business Grant funding pool	<p>Review criteria to create fast grant opportunities and expand funding pool to support investment attraction and activate commercial and industrial premises to stimulate all sectors of the economy – including local manufacturing (\$270K)</p> <p>Update: \$180K of Business Grants was repurposed to this item (this brings total funding to \$450K in 2020-2021). Adopted Budget was \$160K, \$20K added to Mid Year Review.</p> <p>Update: Extend the fee relief for sporting clubs and outdoor fitness providers by waiving summer tenancy fees and ground hire fees (for personal trainers/educators) by \$134,000. This is to be funded from the reallocation from Activity 49 Fast Business Grants (\$75,000) OM 27 January 2021</p> <p>Update: \$283,000 funded from reallocations within the Relief and Recovery Package activities as follows; b) Activity 49 Expansion of invest Frankston Business Grant funding pool reduced by \$143,000 and applied to fund lease and rental waivers (Activities 55, 54, and 43) valued at \$124,000 and \$19,000 returned to be reallocated across other activities requiring funding. OM 27 January 2021</p>					232,000		
					-	232,000	-	

Relief and Recovery Package Monthly Financial Report as at 22 June, 2021

Activities	Description	Short-term	Medium-term	Long-term	Transfer under-utilised Budget to fund 2021-2022 Package	Additional Budget (Actual) \$	Value of Redeployed staff (Actual) \$	Total \$
50. Investment Attraction	Re-ignite interest from existing leads to fast track new investments, including fast track permits and activation grants					-	-	
51. Localised expenditure data analysis	Analysis track the impact of Council initiatives during the recovery phase by analysing total local expenditure (by industry, suburb, resident and time of day). Council will be able to measure (in dollar terms) the return on investment of these activities and ensure further Council interventions can be best designed and targeted using an evidence base.				29,117	50,000 20,883	-	
52. Unemployment Support Program (previously known as Job seeker support)	Establish a local job-seeker support initiative that works in partnership with existing Federal Government funded service providers to deliver interventions that respond to the emerging needs and gaps within the local job-seeker system to support residents to gain/retain employment.				55,000	55,000 -	-	
53. Localised network for job-seeker organisations	Establish a local jobseeker support alliance that would bring together key local stakeholders within the job-seeker service system to deliver a collaborative approach to the provision of support, referrals and advocacy to assist local job-seekers				10,000	10,000 -	-	
59. Peninsula Community Legal	Advocacy and legal services for family violence and tenant's rights to Peninsula Community Legal. (14 December 2020 Ordinary Meeting)					103,000 103,000	-	
60. Frankston Charitable Fund	Support grant allocations to the Frankston Charitable Fund. (14 December 2020 Ordinary Meeting)					47,000 47,000	-	
61. Long Term vacant shop fronts	'Top up' existing grants to attract businesses to operate long term vacant shop fronts in the municipality. (14 December 2020 Ordinary Meeting)				50,000	50,000 -	-	
Total Relief and Recovery package						5,119,653 3,220,763	1,918,500 1,858,645	7,038,153 5,079,408
Under-utilised budget activities available for transfer (excluding Redeployment)					1,898,890			

Activity Number	Actual	Original Budget/ Redeployment	New Budget amount	Variation	Variation Breakdown		Council meeting
					Budget	Redeployment	
Package adopted at 11 May Ordinary Meeting	2,155,123			6,434,000	4,754,000	1,680,000	
Council resolutions;							
3. Penalty Rate Freeze	697,413	300,000	440,000	140,000	140,000		31 August Ordinary meeting
5. Homelessness Shower operations	103	20,000	0	-20,000		-20,000	10 August Ordinary meeting
	184	50,000	0	-50,000	-50,000		10 August Ordinary meeting
25. Repurpose Community Grants Program	236,365	395,000	304,665	-90,335	-90,335		June ordinary meeting
54. Waive license fees and charges for Karingal PLACE and Ebdale Hub tenants	0	0	47,462	47,462	47,462		31 August Ordinary meeting
55. Waive rent charges for Frankston District Basketball Association, Frankston District Netball Association and the	0	0	22,108	22,108	22,108		31 August Ordinary meeting
56. Think Tank Innovation Grants	20,000	0	50,000	50,000	50,000		10 August Ordinary meeting
58. Frankston Bowling Club interest on loan waiver	0	0	2,200	2,200	2,200		21 September Ordinary meeting
43. Rent relief for tenants of Council owned buildings	109,012	130,000	184,698	54,698	54,698		21 September Ordinary meeting
57. Waive Library fees	275,520	0	275,520	275,520	275,520		21 September Ordinary meeting
47. Kerbside Trading Permit fees	0	30,000	75,000	45,000	45,000		23 November Ordinary meeting
52. Unemployment support program	0	55,000	10,000	-45,000	-45,000		23 November Ordinary meeting
38. a) Miscellaneous fee waivers	0	19,000	27,333	8,333	8,333		23 November Ordinary meeting
9. Donation Drop-Off	0	10,000	1,667	-8,333	-8,333		23 November Ordinary meeting
7. Crisis support service to socially isolated and elderly individuals (outgoing)	436,065	270,000	278,000	8,000		8,000	23 November Ordinary meeting
32. Gardens for Wildlife (G4W)	3,120	8,000	0	-8,000		-8,000	23 November Ordinary meeting
		10,000	7,000	-3,000	-3,000		
12. Emergency backup and support for Community Support Frankston	528,338	270,000	525,000	255,000		255,000	Due to the ongoing increased demand at CSF this is a request for additional redeployment dollars. There is a concern the demand will increase as we near Christmas and then the start of the 2021 school year. The estimated in kind value of the food donations has been an average of \$1,000 per week for the last 6 weeks. We are looking at continuing this activity until the end of the calendar year to assist with the CSF Christmas Appeal.
9. Donation Drop Off	19,198	14,000	17,500	3,500		3,500	
59. Peninsula Community Legal	103,000		103,000	103,000	103,000		Advocacy and legal services for family violence and tenant's rights to Peninsula Community Legal. (14 December 2020 Ordinary Meeting)
60. Frankston Charitable Fund	47,000		47,000	47,000	47,000		Support grant allocations to the Frankston Charitable Fund. (14 December 2020 Ordinary Meeting)
61. Long Term vacant shop fronts			50,000	50,000	50,000		'Top up' existing grants to attract businesses to operate long term vacant shop fronts in the municipality. (14 December 2020 Ordinary Meeting)
22. Fee relief for sporting clubs and outdoor fitness providers			134,000	134,000	134,000		Extend the waiving of summer tenancy fees and ground hire for sporting clubs and outdoor fitness providers due to limited patronage.
49. Fast Business Grants		450,000	375,000	-75,000	-75,000		Reallocation of under-utilised activity funding to apply to the extension of fee waivers for sporting clubs and outdoor fitness providers
14. Student Scholarship Program		30,000	1,000	-29,000	-29,000		Reallocation of under-utilised activity funding to apply to the extension of fee waivers for sporting clubs and outdoor fitness providers
30. Increased Sanitisation	2,967	50,000	20,000	-30,000	-30,000		Reallocation of under-utilised activity funding to apply to the extension of fee waivers for sporting clubs and outdoor fitness providers
1. Residential rates relief waiver	446,000	1,200,000	1,060,000	-140,000	-140,000		Transfer funding to Activity 3 Penalty interest freeze on overdue rates
49 Expansion of invest Frankston Business grant funding pool		375,000	232,000	-143,000	-143,000		Transfer funding to activity 55, 54 and 43 to fund lease and rental waivers
Current Adjusted Package	5,079,408			7,038,153	5,119,653	1,918,500	
Council approved grant based on resolution endorsed in Closed Council Item C.1 on 29 March 2021	120,000			-120,000	-120,000		29 March 2021 Council meeting
Various activities				120,000	120,000		Reallocation of funding from various activities to fund Council approved grant
2020-2021 under-utilised package transferred to fund 2021-2022 package OM 28 June 2021 resolution				-1,770,000	-1,770,000		Transfer funding from the 2020-2021 Relief and Recovery Package to fund essential activities in the 2021-2022 Recovery package
25. Community grants	8,200			-8,200	-8,200		Transfer funding to Belvedere Community Centre to support the additional workload to develop their operating model and undertake their transition planning to their new location
25. Community grants				8,200	8,200		
Revised Adjusted Package	5,207,608			5,268,153	3,349,653	1,918,500	

COVID-19 COMMUNITY SUPPORT GRANTS

As part of Council's COVID-19 Relief and Recovery Package, a funding pool close to \$1 million in grants have been made available to support individuals, community groups, local clubs, artists, students and businesses survive and recover from the impacts of COVID-19.

The categories of grants, their purpose and the total value of the grant category are outlined below:

COVID-19 Recovery Grants \$450,000 (allocated from total pool of \$514,665) (\$363,231.44 has been awarded to 87 recipients for FY 20/21 capped at \$10,000): A one-off funding designed to assist community groups and organisations that are responding to the impacts of COVID-19. This grant covers a broad range of items including equipment, rent, utilities and community recovery initiatives.

Inclusion Support Grants \$25,000 13,748.95 has been awarded to 91 recipients for FY 20/21: Grants up to 75% of club fees, capped at \$200 are available for school-aged children up to 18 years to cover fees associated with participation in local sporting clubs.

COVID-19 Urgent Relief Grants \$50,000 (allocated from total pool of \$514,665) (\$50,710.30 has been awarded to 19 recipients for FY 20/21 capped at \$4,000): This grant assists grassroots community groups to access urgent funding for a range of items including equipment, rent, utilities, training and materials. The category also enables organisations to provide emergency community care such as the provision of food, mental health and well-being initiatives, and activities that connect residents.

Environmental Sustainability Grants \$5,000 (\$2,000 has been awarded to two recipients for FY 20/21): This grant supports community groups and organisations fund environmental and sustainability projects that align with the strategic vision for Frankston City's future. The four key assessment themes are: protecting and enhancing natural assets, wise use of natural resources, minimising environmental impacts and educating and engaging the community.

Arts Project Grants \$4,000 x 8 Projects (\$32,000 awarded. All recipients receive 50% on the return of the funding agreement in late September and the balance will be paid to the artist on the conclusion of projects. This is for the period 1/7/20 to 30/6/21): The grant offers artists the chance to develop new work that can be presented digitally or in a site specific location or venue when social distancing restrictions allow. This grant is now closed.

Creative Industries PD Grants \$2,500 x 8 Projects (\$20,000 has been awarded to eight recipients; three recipients were awarded grants in July, one recipient withdrew their application and a further six grants of \$15,000 were awarded in November, following a second funding round). All recipients receive 50% on the return of the funding agreement and the balance will be paid to the artist on the conclusion of projects. This is for the period 1/7/20 to 30/6/21): The grant includes a mentoring program for artists to build skills for creative practice. For example, a visual artist may want to gain skills to create a website in order to facilitate online sales, or learn how to effectively market their work using social media. This grant is now closed.

Youth Grants \$10,000 (\$9,733.53 has been awarded for the period 1/7/20 to 30/06/21): Grants are up to \$500 to support young people aged 12 to 24 years to purchase education resources and materials, and gain qualifications and accreditations to further develop their skills and improve the likelihood of obtaining long term future employment. This grant is now closed.

Student Scholarship Grants \$30,000 (\$3,781.59 has been awarded to seven applicants for FY 20/21: Grants up to \$750 to provide support to students to purchase text books and other necessities for study at a higher education institution.

Fast Business Grants \$270,000 (\$86,614.66) has been awarded for the period 01/07/2020 to 30/06/2021): The grant assist the ongoing operations of small businesses highly impacted by COVID-19, including the purchase and maintenance of equipment, rent, rates and other essential needs.

SUCCESSFUL RECIPIENTS BY GRANT CATEGORY

COVID-19 Recovery Grants

Recovery Grants are closed.

Inclusion Support Grants

10 grant applications received and eight were awarded funding between 1/05/21 and 30/06/21. Please note that the names of young people have not been included for privacy reasons.

Congratulations to the successful applicants:

Inclusion Support Recipient 1	ISG2021151	\$200.00
Inclusion Support Recipient 2	ISG2021162	\$187.10
Inclusion Support Recipient 3	ISG2021153	\$187.65
Inclusion Support Recipient 4	ISG2021163	\$200.00
Inclusion Support Recipient 5	ISG2021164	\$200.00
Inclusion Support Recipient 6	ISG20219	\$200.00
Inclusion Support Recipient 7	ISG2021167	\$200.00
Inclusion Support Recipient 8	ISG2021168	\$150.00

Inclusion Support Grants are closed.

COVID-19 Urgent Relief Grants

Five urgent grant applications were received between the period between 1/05/21 and 30/06/21. One application was declined and four were awarded funding. Congratulations to the successful applicants:

Southern Sounds Chorus - \$1,300
Peninsula Sharks Gridiron Club - \$3,000
Frankston & Peninsula Lapidary Club Inc. - \$1,200
Frankston Ladies Choir Inc. - \$2,225

Urgent Grants are closed.

Environmental Sustainability Grants

Environmental Sustainability Grants are closed.

Arts Project Grants

Arts Project Grants are closed.

Creative Industries PD Grants

Creative Industries PD Grants are closed.

Youth Grants

Youth Grants are closed for FY 20/21.

Student Scholarship Grants

There have been no further approvals since the last update.

Student Scholarship Grants are closed.

Fast Business Grants

97 grant applications received, 57 approved and paid, 40 ineligible or unable to provide sufficient evidence to validate their application. The grant closed for new applications on 30/06/2021. Four further applications were received before the deadline, and these are now being assessed.

Congratulations to the three new successful applicants, since the last update:

Cindy Louise Pty Ltd
The Trustee for SO Bayside Unit Trust
PP Hegarty Nominees Pty Ltd



COVID-19 Recovery Grant (Up to \$3K)

Description

One-off funding to provide assistance to community groups for support or relief in response to a community need related to the impact of COVID-19.

This funding is for a broad range of items to meet the needs of the organisation (e.g. equipment, rent, utility bills, training, materials etc.) and/or to enable the organisation to respond quickly to the immediate needs of the community arising from the impact of COVID-19 (i.e. supply of food, mental health support, health and well-being initiatives, equipment and community connectedness).

Applicants will need to demonstrate why the funds are needed and how they will address a community need impacted by COVID-19. It may include recovery and resilience programs that encourage community cohesion after the pandemic.

Assessment Criteria

The following criteria and weighting will be applied:

	Criteria	Weighting
Criterion 1	Demonstrate why the funds are needed in response to the impacts of COVID-19 on the organisation and/or the community.	30%
Criterion 2	Expected contribution of the project/activity/support to the economic, social and/or environmental outcomes in Frankston City.	30%
	Demonstrated longevity and capacity development beyond the funded period.	10%
Criterion 3	Number of Frankston residents who will benefit: a) Directly; and b) Indirectly.	20%
Criterion 4	Activity addresses an area of need that would otherwise go unfunded.	10%

Important but not essential criterion is as follows:

Criterion 5	Direct benefit for vulnerable and/or disadvantaged residents.	Value add.
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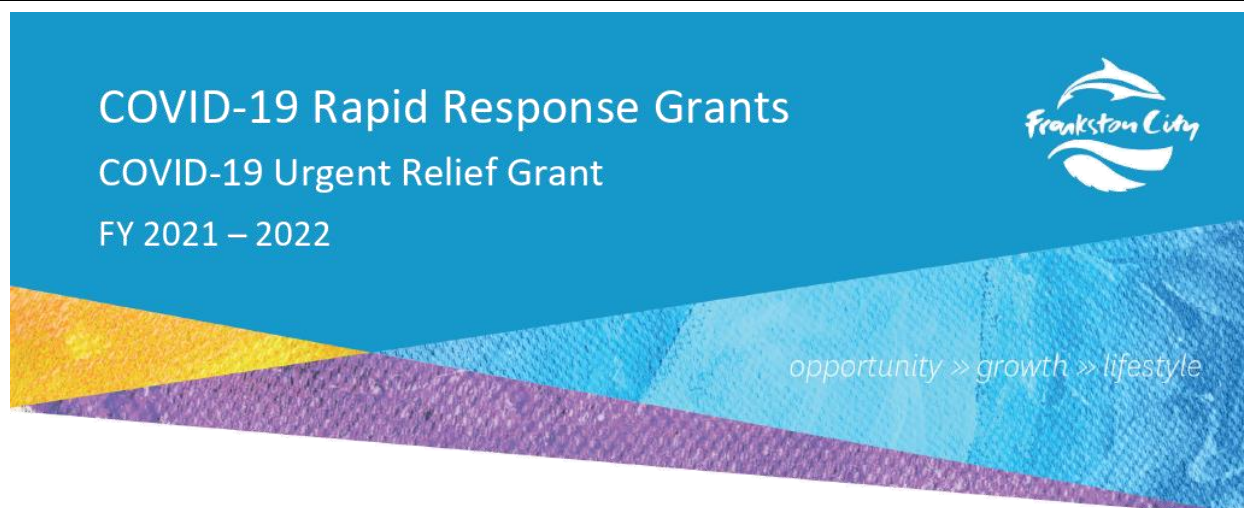


Applicants may be eligible if:

- Not-for-profit
- A community group or organisation
- Incorporated under the *Associations Incorporation Reform Act 2012* or commenced the process of incorporation (evidence will be required)
- Auspiced (sponsored or supported) by a group that is incorporated. The auspice organisation applying must meet eligibility requirements and take responsibility for the funds and acquittal
- Located within the geographical boundaries of Frankston City and/or servicing a significant number of Frankston City residents
- Offering activities, programs and projects to the general community without discrimination or restriction
- Offering activities, programs and projects that would be socially, economically, environmentally and physically accessible to all the community
- Priority will be given to applicants who have not already received a COVID-19 Urgent Relief Grant.

Applicants will be ineligible if:

- Commercial and/or profit making organisation, political party or hosting a political event
- Activities or programs that are the responsibility of another level of government (such as education, health); or are the responsibility of a group under their incorporation or lease/license agreement (including recurrent expenses and capital works)
- Receiving other Council funding for the activity
- Hosting activities, programs and projects outside of Frankston City
- Seeking retrospective funding for activities, programs and projects that have already started or have been completed
- Requesting funding that would otherwise be covered by insurance
- Requesting funding for capital works and capital expenses including vehicles, air conditioning units and machinery
- In financial debt with Council or have not previously complied with grant conditions (including unable to properly account for prior funds; have not spent funds for the agreed purpose; or have not returned a detailed accountability form for previous years community grants)
- Unable to provide an annual report and/or annual general meeting minutes; financial statement and current public liability insurance certificate
- Staff, Councillor or contractor to Frankston City Council.



COVID-19 Urgent Relief Grant (Up to \$1K)

Description

Funding for \$1,000 is available to assist grassroots community groups who have a pressing need for support. This funding is for a broad range of items to meet the urgent needs of the organisation (e.g. equipment, rent, utility bills, training, materials etc.) and/or enable the organisation to respond quickly to the immediate needs of the community arising from the impact of COVID-19 i.e. supply of food, mental health support, health and well-being initiatives, equipment and community connectedness. Generally this grant would be applied for when specific needs emerge with such urgency and that the applicant is not able to apply for the COVID-19 Recovery Grant.

Assessment Criteria

	Criteria	Weighting
Criterion 1	Demonstrate why the funds are urgently needed in response to the impacts of COVID-19 on the organisation and/or the community.	30%
Criterion 2	Expected contribution of the project/activity/support to the economic, social and/or environmental outcomes in Frankston City.	30%
	Demonstrated longevity and capacity development beyond the funded period.	10%
Criterion 3	Number of Frankston residents who will benefit: a) Directly; and b) Indirectly.	20%
Criterion 4	Activity addresses an area of need that would otherwise go unfunded.	10%

Important but not essential criterion is as follows:

Criterion 5	Direct benefit for vulnerable and/or disadvantaged residents.	Value add.
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Applicants may be eligible if

- Not-for-profit
- A community group or organisation
- Incorporated under the *Associations Incorporation Reform Act 2012* or commenced the process of incorporation (evidence will be required)
- Auspiced (sponsored or supported) by a group that is incorporated. If they are not incorporated, the organisation applying must meet eligibility requirements and take responsibility for the funds and acquittal
- Located within the geographical boundaries of Frankston City and/or servicing a significant number of Frankston City residents
- Offering activities, programs and projects to the general community without discrimination or restriction
- Offering activities, programs and projects that would be socially, economically, environmentally and physically accessible to all the community
- Priority will be given to applicants who have not already received a COVID-19 Recovery Grant.

Applicants will be ineligible if:

- Commercial and/or profit making organisation, political party or hosting a political event
- Activities or programs that are the responsibility of another level of government (such as education, health); or are the responsibility of a group under their incorporation or lease/license agreement (including recurrent expenses and capital works)
- Receiving other Council funding for the activity
- Hosting activities, programs and projects outside of Frankston City
- Seeking retrospective funding for activities, programs and projects that have already started or have been completed
- Requesting funding that would otherwise be covered by insurance
- Requesting funding for capital works and capital expenses including vehicles, air conditioning units and machinery
- In financial debt with Council or have not previously complied with grant conditions (including unable to properly account for prior funds; have not spent funds for the agreed purpose; or have not returned a detailed accountability form for previous years community grants)
- Unable to provide an annual report and/or annual general meeting minutes; financial statement and current public liability insurance certificate
- Staff, Councillor or contractor to Frankston City Council.



Youth Grant (up to \$600)

The Victorian Government, through the 'Engage!' Program gives funding to Frankston City Council to offer a Youth Grants program.

The Youth Grants Program aims to support young people experiencing disadvantages that limit their ability to gain financial support for materials, equipment and courses for their education, training and/or career aspirations. Applicants must outline the benefits of the grant to their future.

Assessment Criteria

The following criteria and weighting are considered essential and are listed in order of importance:

	Criteria	Weighting
Criterion 1	The applicant's reference has advocated that the requested item/service reflects the need of the applicant.	20%
Criterion 2	The application aligns closely with the priority areas of the Engage funding <ul style="list-style-type: none"> • have a greater connection to and active participation in their local community; • build their skills and knowledge, and pathways to employment, training and education; and • improve their health and wellbeing and social connections to friends, family and the community. 	20%
Criterion 3	Funds will be used for materials, equipment, fees or other services/items which will support the applicant's education and employment opportunities.	20%
Criterion 4	The benefits of the item/service requested to the applicant's future are clear.	20%
Criterion 5	Non provision of the requested item/service will contribute to barriers to the applicant's education and employment opportunities.	20%



Applicants may be eligible if:

- Aged between 12 and 24 who live, work and/or study in the Frankston municipality (Frankston, Frankston South, Frankston North, Langwarrin, Karingal, Carrum Downs, Seaford, Langwarrin, Sandhurst, Skye The proposed outcome must be located within the geographical boundaries of the Frankston City municipality
- Agree that Council will pay item/service providers directly and not the applicant (on receipt of invoice)
- Agree youth grants can only fund the item or service requested in the application
- One or two referees are provided i.e. school teacher

Applicants will be ineligible if:

- Seeking retrospective funding for purchases/activities that have already been completed
- The applicant is a staff member, immediate family member, Councillor or contractor to Frankston City Council.
- The applicant has been the recipient of Council's Student Scholarship Grant in 2020/21.



Inclusion Support Grants (75% of Club Fees or up to \$200)

Description

Funding supports the inclusion of school aged Frankston residents up to the age of 18 years in disadvantaged circumstances to participate in a sport by paying their fees directly to the Frankston municipality sports club (e.g. cricket, football, netball, basketball, tennis, etc.). Applicants apply to Council and if successful, applicants must register with the sporting club within 8 weeks. Grants are paid directly to the club on receipt of invoice. Applicants must hold a Health Care Card or Pension Concession Card. Assistance can be provided for more than one family member per financial year. Council may consider applications for other recreational activities on a case by case basis.

Eligibility

Applicants must:

- Be a Frankston municipality resident; be school-aged up to 18 years; and hold a Health Care or Pension Concession card
- Be applying to a sporting club that is not-for-profit, and based in Frankston municipality; (Council has discretion to consider applications for other recreational activities)
- Agree that Council will pay fees directly to the sporting club (on receipt of invoice)
- Once approved, join their nominated club within 8 weeks from the date of approval
- Compulsory uniform and equipment *may* be considered as part of the application on a case by case basis and in discussion with the sporting club
- Not have been the recipient of a previous Inclusion Support Grant within the same financial year (assistance can be provided for more than one family member per financial year).
- Have previously complied with conditions of any previous grants received in prior years (including properly accounting for prior funds).

Frankston City Council Adopted 2021-22 Recovery Package \$3.86m

Community Recovery \$1,010,000

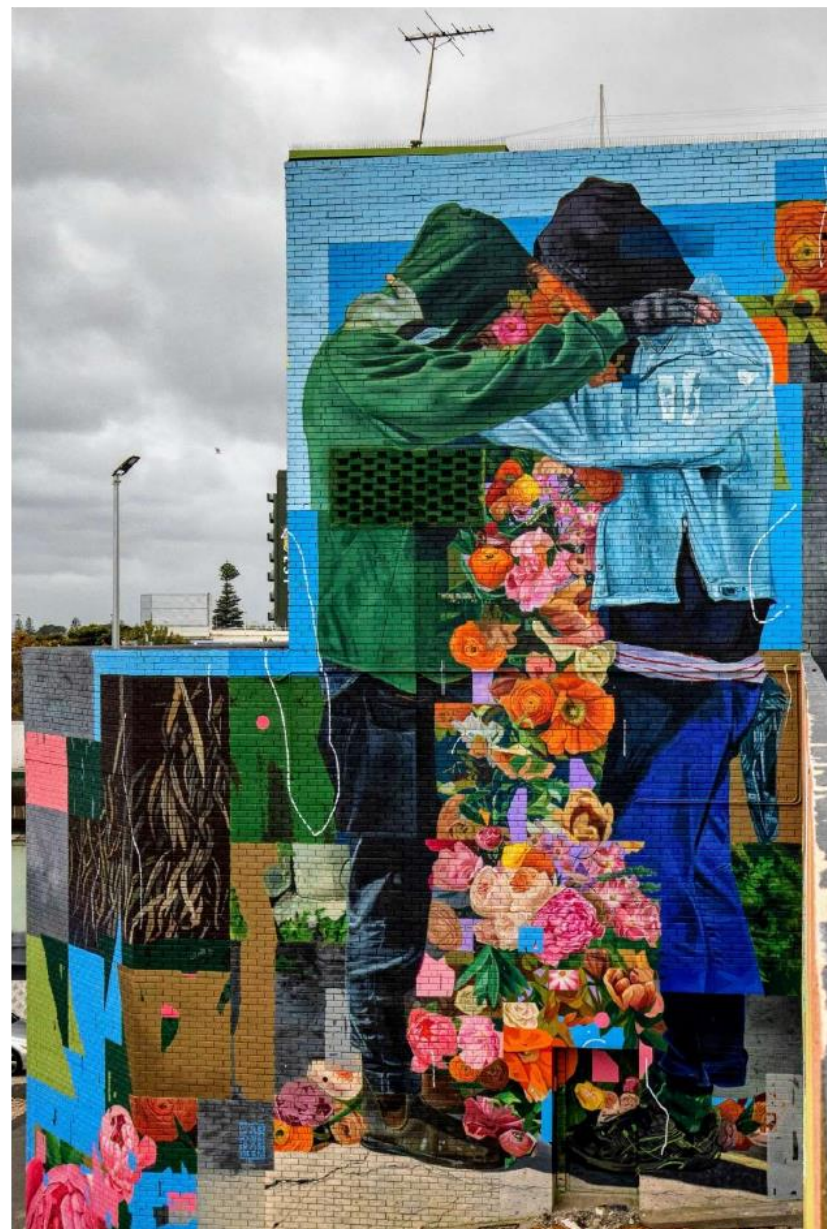
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|--|-----------|
| • Community Recovery Grants | \$100,000 |
| • Student grants program | \$10,000 |
| • Community Support Frankston material aid grant | \$500,000 |
| • Continued relief and recovery triage service | \$150,000 |
| • Mental Health support programs | \$100,000 |
| • Meals on Wheels support | \$150,000 |

Economic Recovery \$1,352,000

- | | |
|---|-----------|
| • Fee relief | \$220,000 |
| (first two hours free parking in Council owned off street car parks, new food Registrations, Kerbside trading permit fee and A frame signage) | |
| • Economic grants (Local Artists) | \$25,000 |
| • Invest Frankston Business grants | \$170,000 |
| • Frankston Business and Industry Chamber | \$500,000 |
| (incl program funding business support and shop façade improvements) | |
| • Invest Frankston marketing campaign | \$100,000 |
| • Develop a calendar of activations and small events | \$100,000 |
| • Local business buy local reward program & campaign | \$237,000 |

Stimulus Package \$1,500,000

- | | |
|---|-------------|
| • Rate Relief (extension of the current owner occupier \$200 hardship waiver) | \$400,000 |
| • Ratepayer Rewards (discount voucher program): | \$1,100,000 |
| (one-off at call hardwaste collection, PARC pass, Arts Centre show) | |



Executive Summary**12.3 Chief Executive Officer's Quarterly Report - April - June 2021 period**

Enquiries: (Phil Cantillon: Chief Executive Office)

Council Plan

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

Purpose

To provide Council with an overview of relevant matters within the organisation.

Recommendation (Chief Executive Office)

That Council:

1. Notes the Chief Executive Officer's Report;
2. Notes the 'public' version of the Chief Executive Officer's Quarterly Report for the period April to June 2021 (attachment A), which will be made available after this meeting through Council's website; and
3. Resolves for attachment B to be retained confidential, as it contains Council business information, security information and information prescribed by the regulations to be confidential information and would, if prematurely released impact on Council's reputation and ability to function to its full capacity.

Background

At its Council meeting on 27 January 2021, Council resolved for the Chief Executive Officers' Quarterly Report normally presented in Closed Council to be reported in Open Council from April 2021, with confidential attachments provided to Councillors under separate cover.

Key Points / Issues

The CEO is pleased to present the Chief Executive Officer's Quarterly Report providing an open and clear overview of the organisation and its highlights along with activities. The report represents the period from April to June 2021. Key topics covered under the public version of Attachment A include:

- People and Culture;
- Organisational Highlights;
- Business Transformation;
- Planning Progress;
- Financial and Corporate Planning;
- Accountability and Transparency;
- Key Projects Updates;
- Key Meetings and Activities;
- Advocacy; and
- Audit and Risk.

12.3 Chief Executive Officer's Quarterly Report - April - June 2021 period**Executive Summary**

Under separate cover as attachment B is a report titled "Confidential attachment – Chief Executive Officer's quarterly report – April to June 2021" dealing with matters of a confidential nature.

Response to Impacts of COVID-19

Council continues to adhere to restrictions ensuring it provides a safe environment for its Community including its staff, councillors and volunteers.

Council receives a separate report on COVID-19 at every second Council meeting and a separate report is scheduled to be tabled at this meeting.

Financial Impact

There are no financial implications associated with this report.

Consultation**1. External Stakeholders**

See above meetings and activities' section in attachment A.

2. Other Stakeholders

Mayor and Councillors, Directors, Managers, Coordinators and Officers.

Analysis (Environmental / Economic / Social Implications)

Not applicable.

Legal / Policy / Council Plan ImpactCharter of Human Rights and Responsibilities

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

Local Government Act

The Local Government Act 2020 was given royal ascent on 24 March 2020, as mentioned previously in this report, the reforms will be implemented in four (4) stages commencing on 6 April 2020 with the final phase of the reforms coming into operation effective from 1 July 2021.

Policy Impacts

Nil to report unless otherwise mentioned above or in relevant attachments.

Officer's Declaration of Interests

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

Risk Mitigation

Nil to report for this quarterly report.

Conclusion

The report be received.

12.3 Chief Executive Officer's Quarterly Report - April - June 2021 period**Executive Summary**

ATTACHMENTS

Attachment A: [↓](#) CEO's Public Quarterly Report - April - June 2021

Attachment B: CEO's Confidential Quarterly Report - April to June 2021 period -
CONFIDENTIAL

Chief Executive Officers' quarterly report



April to June 2021 (public version)

Lifestyle Capital of Victoria

I am pleased to present the Chief Executive Officer's Quarterly Report for the period ending 30 June 2021 (public version).

This document provides a timely, open and transparent overview of the organisation and its activities. The information within this document represents the period in time from April to June 2021 inclusive and the comments below reflect this 'time stamp'.

Key topic areas include:

- People and Culture;
- Organisational Highlights;
- Business Transformation;
- Planning Progress;
- Financial and Corporate Planning;
- Accountability and Transparency;
- Key Projects Updates;
- Key Meetings and Activities;
- Advocacy; and
- Audit and Risk.

Thank you to our staff and volunteers who provide Council services to our Community as we negotiate 2021 in a COVID-safe way.

Regards

Phil Cantillon

Chief Executive Officer



PEOPLE AND CULTURE

Weekly communication

Communication to staff from the CEO as a weekly email is distributed Mondays highlighting key achievements for the organisation, sections thanking staff, providing well done commentary, along with other news and items relating to Council briefings/meetings.

COVID-19 vaccine for eligible staff

Council staff were offered the COVID-19 vaccine for eligible staff members and all Australians over the age of 40 years old in late May 2021. The earlier phases of the vaccine rollout were prioritised for frontline workers and people with specific circumstances.

Future Ready Frankston Excellence Awards launch

In early May 2021, the new Future Ready Frankston Corporate Excellence Awards program was launched. The aim of the program is to recognise staff who demonstrated the corporate values (Kinder/Fairer/Smarter) as well as achievements across a broad set of award categories. An all staff celebration is currently scheduled for 4 August 2021 where winners will be announced.

Staff Engagement Survey

During June 2021, Council conducted a staff engagement pulse check survey based on the key themes identified in the 2020 staff engagement survey. 69% of staff completed the survey. Results are currently being finalised and will be available in August 2021.

Gender Equality – People Matter Survey

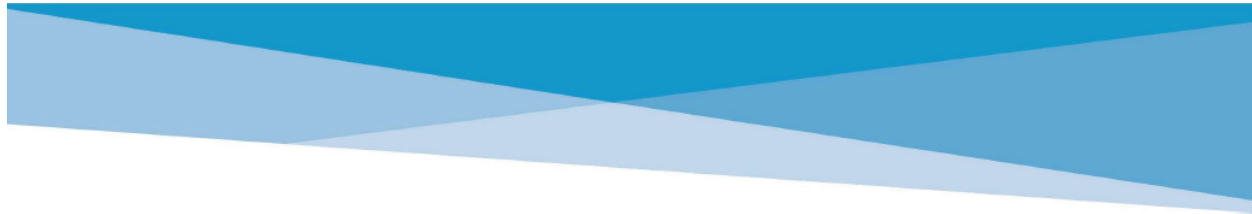
As a first step towards our new Gender Equality Action Plan, staff were invited to provide their opinions, thoughts and ideas to a standard set of survey questions on gender equality issues, including sexual harassment in the People Matter Survey. The survey was administered by the Victorian Public Sector Commission (VPSC) on behalf of the Commission for Gender Equality in the Public Sector (CGEPS), noting responses from staff will remain anonymous and confidential. The survey ran from 31 May 2021 to 13 June 2021. Results are currently being finalised and will be available at the end of July 2021.

Gender Equality Advisory Committee

Council started the process to establish a Gender Equality Advisory Committee, which will provide advice on strategies, initiatives and programs to respond to issues raised in the Workplace gender audit and to develop a meaningful and impactful Gender Equality Action Plan. Expressions of Interest were sought from staff in May 2021 and closed on 4 June 2021. The Committee had its first meeting on Wednesday 23 June 2021.

Senior Management Team workshops

A number of full day workshops were held with Managers and Council's Executive Management Team including the CEO. The sessions facilitated by the Global Leadership foundation focused on developing leadership skills. The tool being used is the Enneagram which helps to explore leadership styles and reflects on what this means for the people managers' teams.



Leading Performance Program

The Leading Performance Program has been delivered to over 100 Coordinators and Team Leaders, commenced in mid-March 2021 and will be completed in July 2021. This program was coordinated through the Learning and Organisation Development team.

ORGANISATIONAL HIGHLIGHTS

Severe weather event

Council responded during the severe weather event in mid-June 2021 with assistance being provided to the Victorian SES and the Victoria Police during the day and night of the storm. 105 staff (mostly from our Operations Centre) were deployed the next day to assist with the clean-up task. The Victorian SES Deputy Chief reported the number of calls for assistance received in that 24 hour period of the storm was a record number of calls for any event – ever.

Community Vision 2040

Council's draft Community Vision 2040 was released for comment during this period. The Vision is about capturing our community's long-term aspirations for the future and making sure Frankston is the best place to learn, live, work and play in 2040. Council involved its Community Panel during this process and feedback closed 11 May 2021. Council adopted this vision at its Council meeting on 28 June 2021.

External Awards

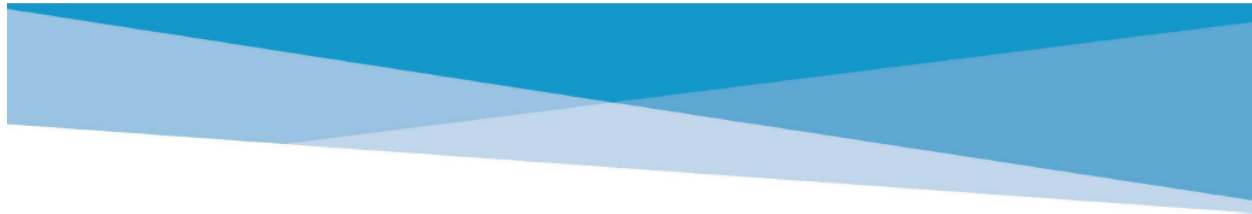
Council was shortlisted in this year's Top Tourism Town Awards in May 2021. Frankston City was recognised alongside 21 other finalists in this prestigious competition hosted by the Victorian Tourism Industry Council. The overall winner will be announced shortly.

The new Station Street Mall received the Award for Excellence in the Civic Landscape category at the Australian Institute of Landscape Architects (AILA) Victorian Awards 2021 held early June. The award is particularly impressive given the high calibre of entries, and it highlights Council's commitment to the positive transformation of the Frankston city centre and creating the best outcomes for residents, visitors and business operators.

Awards (internal)

Council launched the new Future Ready Frankston Excellence Awards (internal) in early May 2021. This new formal recognition program will recognise staff who demonstrate the values as well as achievements across the following award categories:

1. Outstanding Customer Experience (internal or external customers);
2. Contribution to improving organisation culture;
3. Development and implementation of an innovative project or initiative or significant contributing to Future Ready Frankston;
4. Demonstrated outstanding leadership in people, projects or areas of specialty recognised by a profession, organisation or local government sector;
5. Outstanding collaboration and team work resulting in great policy/strategy outcomes and/or better outcomes for customers/community.



6. Outstanding perseverance and persistence to navigate barriers and obstacles to achieve great customer/community outcomes.

Winners will be announced at the up and coming all staff celebration event in early August 2021.

Corporate donations and fundraising

Council staff fundraising events are currently on-hold. It is planned later this year, with the roll-out of vaccinations, for this programme to recommence safely.

BUSINESS TRANSFORMATION

Frankston's first 'Smart City Framework'

During this period, Council endorsed Council's first ever Smart City framework. This framework and accompanying roadmap is a key step on our 'Future Frankston Ready' journey as we work with the community to increase the liveability of our city. The flagship project is smart parking, where we will use the latest advances in technology to provide data driven insights to enhance parking options across the city.

MyAddress update

Following its launch in early 2021, Council's new 'MyAddress' has soared in popularity. On average there were 430 sessions per week and more recently it has increased to 11,500 interactions mostly attributed to the commencement of Council's Hard Waste collection. The next most popular topics searched on the MyAddress page are rubbish collection days and Councillor information/details.

Frankston City Libraries new website

The new Frankston City Libraries website went live 18 May 2021. The new website is responsive to mobile users and offers a clean and well laid out structure for visitors also ensuring the libraries are secure in the digital platform.

Planning applications online

In mid-May 2021, the new planning applications process went live for online customers. This is the first step towards a seamless online planning application experience. Applicants can now submit their planning applications online providing immediate confirmation and ability to pay on the spot.

Sportsground booking solution implemented

A new online sportsground booking solution was implemented in June 2021. This solution will allow for both seasonal sports club bookings and casual hires to avail of an online seamless solution replacing the previous manual paper based solution. Sportsground allocations for the upcoming summer season will be processed through this new system and provide a greatly improved experience for our community.

Future Ready Frankston launch - video

At the end of June 2021, Council posted a Future Ready Frankston video to Council's social media platforms. The videos intent was to highlight to the community Council has listened to their feedback and is working to improve all aspects of its operation and to move Council to towards a Future Ready Frankston everyone can be proud of.

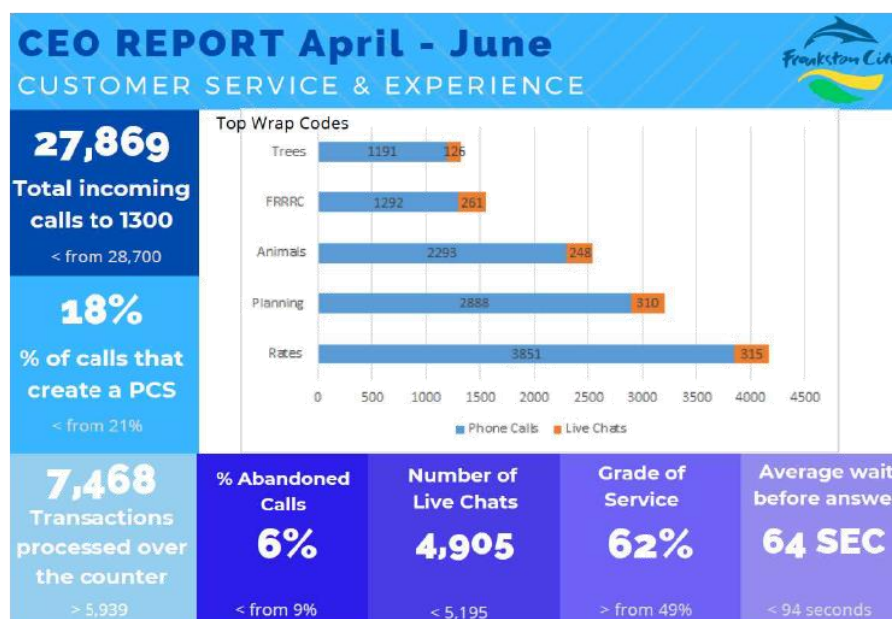


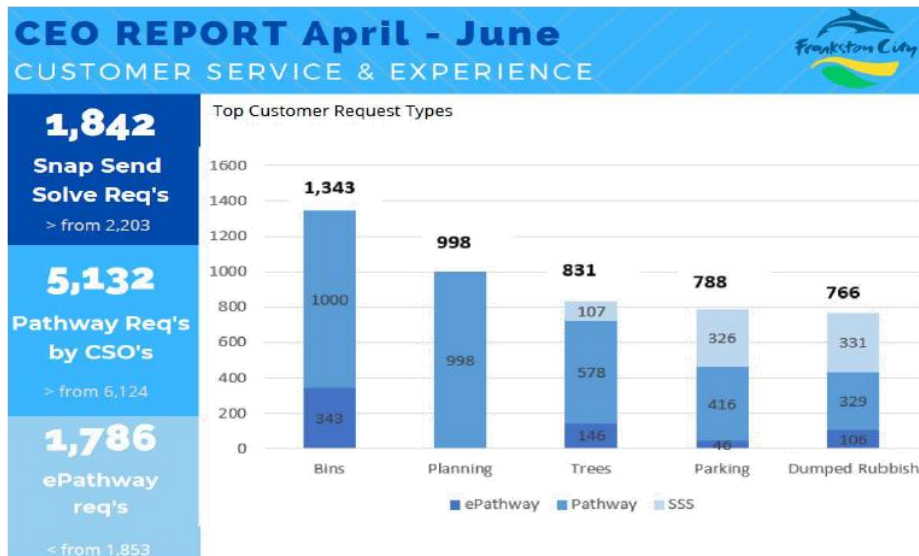
Council's Corporate Customer Service Update

From April to June 2021, Council's Customer Service team have continued to work flexibly and provide quality customer service. There was a further lock down in June which highlighted the importance of being able to pivot the customer service team back to online service very quickly. We were able to do this seamlessly as we have now established the working practices.

The team continue to work on customer service focused projects - our Customer Service Charter has been launched and this is the first quarter we will report on measurements.

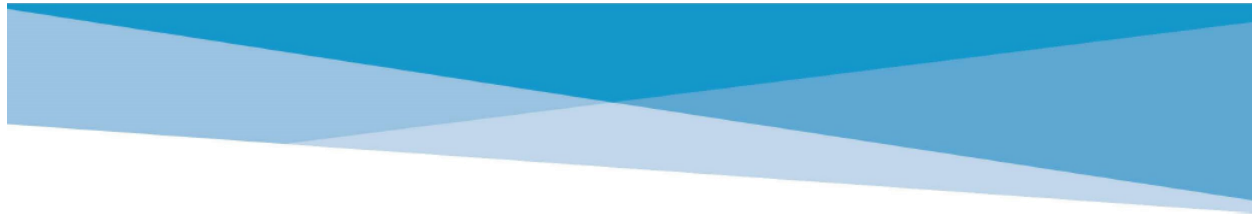
The information below highlights the scale of work in the Customer Service area and the importance of ongoing measurement aligned with our Charter.





Customer Service Promise Measurements

MEASURES	APRIL	MAY	JUNE	THIS QUARTER	LAST QUARTER
Average Wait Times	Phones: 1 min 11 sec Live Chat: 1 min 5 sec	Phones: 41 sec Live Chat: 1 min 0 sec	Phones: 1 min 12 sec Live Chat: 1 min 15 sec	Phones: 1 min 4 sec Live Chat: 1 min 8 sec	Phones: 1 min 34 sec Live Chat: 1 min 2 sec
Abandoned Calls	7% or 642	5% or 405	7% or 661	6% or 1,708	9% or 35
Unanswered Live Chats	2% or 7	1% or 3	3% or 12	2% or 22	3% or 35
Live Chat Availability	63%	70%	77%	Average of 71%	Average of 68%
Grade of Service	58%	69%	59%	Average of 62%	Average of 49%
Satisfaction Score	4.7	4.7	4.8	Average of 4.8	Average of 4.0



Social and media engagement - Frankston City Community

The May-June 2021 circuit-breaker lockdown and increased eligibility, encouraged media and public interest in the COVID-19 vaccination program, which was reflected in our external communications during the quarter.

We were successful in our application for a \$20,000 Victorian Government grant to help promote vaccinations within our community. As part of this campaign, Mayor Cr Kris Bolam JP recorded a series of radio advertisements which are currently running on local station, 3RPP.

Images and positive stories from vaccinated Councillors, staff and community members inspired a Frankston City News spread on our 'vaccination heroes', in the hope it would encourage other eligible residents to do their part.

A short piece featuring two local sisters visiting Peninsula Health's new Bruce Park vaccination clinic was very well received by local print and online media outlets.

Over the past 12 weeks, Council has achieved positive coverage on the front page of nine editions of the Frankston Times. Many of these featured striking photographs and intriguing stories from members of our arts community promoting their works at the Frankston Arts Centre.

In a big win for tourism, the June edition of Mornington Peninsula Magazine included a stunning double-page picture spread, wrapping up this year's Big Picture Fest.

Communications continued to support Council's advocacy priorities with social media posts on key meetings with State and Federal politicians, including those attended by the Mayor and I during our recent visits to Canberra, as well as publicising the terrific MAV advocacy outcomes this quarter. The First Annual Pollies BBQ at Frankston Bunnings was promoted through online and traditional channels and raised more than \$2000 for Community Support Frankston.

Relationships with representatives from local media outlets allowed Council to widely share responses to national stories about the City's diversity and commuter car parking, and encouraged more balanced coverage.

REM/Pathways data update

Going forward as part of the CEO's quarterly update, the following statistics on two key channels of communication with the community will be provided;

1. Customer requests logged with Council by Community members via our customer service team.
2. Correspondence (both emails and paper based letters) sent to Council.

Trend analysis on how we are performing compared with the same time last year as many requests we receive are seasonal such as animal registration renewal, so comparing simply month to month or quarter to quarter does not paint the full picture, will also be provided.



Table below highlights Customer Requests Apr - Jun 2021



Customer Request Activity - Quarterly Report

Data as at: Wednesday, 30 June 2021

Requests Received (Opened)

Currently Open	Apr 2021	May 2021	Jun 2021	Qtr 4, This FY	Qtr 4, Prev FY	This FYTD	Prev FYTD
1586	3.85K	4.17K	4.60K	12.62K	12.39K	51.73K	48.47K

69.27

Avg Days Open



Requests Closed

Apr 2021	May 2021	Jun 2021	Qtr 4, This FY	Qtr 4, Prev FY	This FYTD	Prev FYTD
3.88K	4.35K	4.67K	12.90K	12.46K	51.71K	52.06K



Apr 2021	May 2021	Jun 2021	Qtr 4, This FY	Qtr 4, Prev FY	This FYTD	Prev FYTD
13.80	19.70	23.56	19.32	13.12	13.00	32.70

Average number of days requests were open for those requests that have been closed in each of the above time frames, but may have been received much earlier.

Council received 12,620 requests over the last quarter which is a slight increase of 230 on the same time last year. During this period Council officers closed 12,900 requests. The average number of days a request was open for during this period was 19 days*, which is higher than the same time last year where the average number of days requests were open was sitting at 13 days*.

For the financial year (1 July 2020 – June 30 2021) Council received 51,730 requests compared with 48,470 from the 1 July 2019 – June 30 2020. Council has closed 51,710 requests this financial year compared with 52,060 last financial year. Council has seen a dramatic decrease in the number of days requests have been open financial year 20/21 (13 days*) compared to financial year 19/20 (34 days*). This improvement has come from our strong commitment to resolving customer requests as quickly as possible and is an area we are continuing to look at ways to improve how we service the community.

At the end of the reporting period Council had 1586 requests open with an average number of days of 69*. This is a significant decrease (30%) from last quarter where the average was sitting at 102*. This improvement has come from a concerted effort across Council to review long standing customer requests to bring them to a satisfactory conclusion. This is an area where Council will continue to strive to provide excellent customer service.



Table below highlights Correspondence Apr - Jun 2021



ReM Requests - Quarterly Report

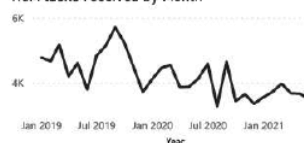
Directorate: All Department: All

Requests Received (# Opened)

581
Currently Open
47.10
Avg Time Open

10.83K
Qtr 4 This FY
11.87K
Qtr 4 Last FY

ReM tasks received by Month

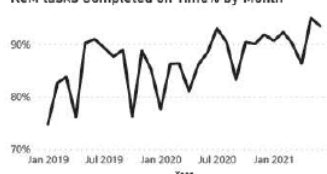


45.04K
This FY
54.10K
Last FY

Requests Completed on Time (%)

ReM tasks Completed on Time% by Month

90.04%
Qtr 4 This Yr
88.82%
Qtr 4 Last Year

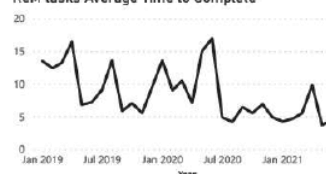


89.32%
This FY
86.00%
Last FY

Average Time to Complete Requests (# Days)

ReM tasks Average Time to Complete

3.03
Qtr 4 This FY
5.11
Qtr 4 Last FY



4.76
This FY
6.50
Last FY

*Data sourced from ReM which is mail through the post and emails that are sent through to info@frankston.vic.gov.au

Council received 10,830 pieces of correspondence last quarter which is a decrease from the same time last year of 11,870. During this period Council officers responded to or acknowledged 9,747 pieces of correspondence. Council aims to respond to correspondence within 10 days and achieved this target for 89% of correspondence. This is an increase of 4% from the last reporting period. The average number of days to respond to correspondence was 3* days for this reporting period compared to 5* days over the same time last year.

For the Financial 1 July 2020 to 30 June 2021, Council has seen a decrease of 17% in the volume of correspondence received compared with the same time last financial year. This can be attributed to a shift toward other channels of communications by the community and a decline in popularity in paper based correspondence.

* Figures are rounded to the nearest whole number.



PLANNING PROGRESS

Statutory Planning data updates – Quarter 4 (2020-21)

The cost of the service for quarter 4 (Q4) was \$1,592 per application, which is a reduction on all the previous quarters this financial year and is likely due to increase in application volumes. It should also be noted that this is calculated based on direct costs for the quarter and is a preliminary figure as at 6 July.

Statutory planning on-time delivery for Q4 was above the target of 70 percent at 79.6 percent, with exceptional months in May and June achieving over 80 percent. In addition to this, the performance for whole financial year achieved the target of 70 percent of applications determined within statutory timeframes. This is an exceptional effort noting some staff vacancies and the whole department's heavy involvement in the Statutory Planning Business Transformation Project. This project has and will continue achieve longer term efficiency gains and an improved customer experience.

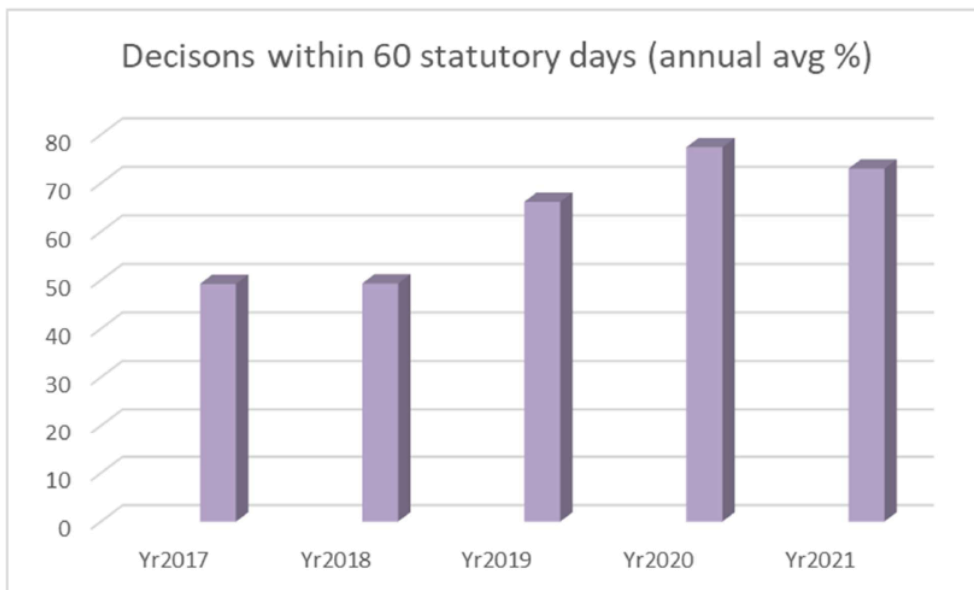
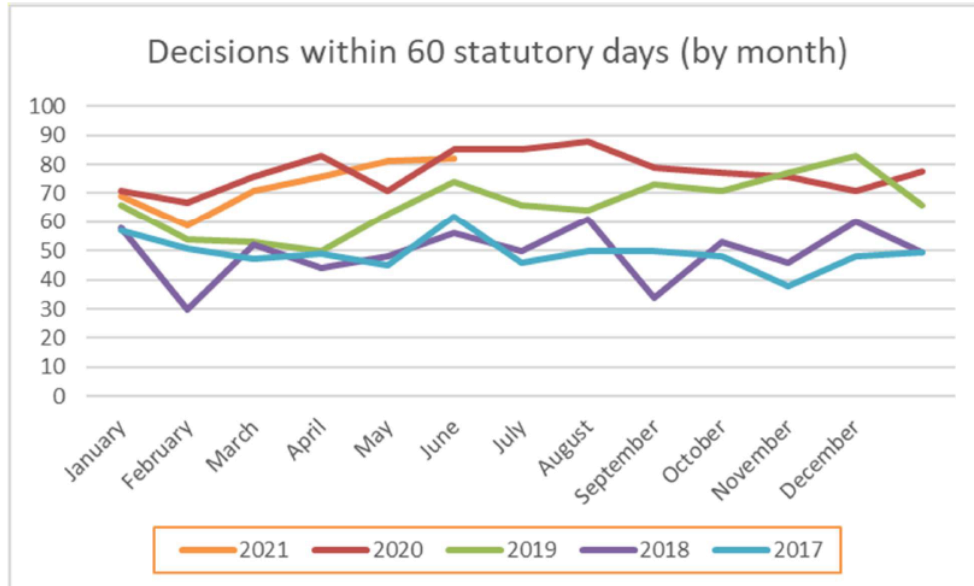
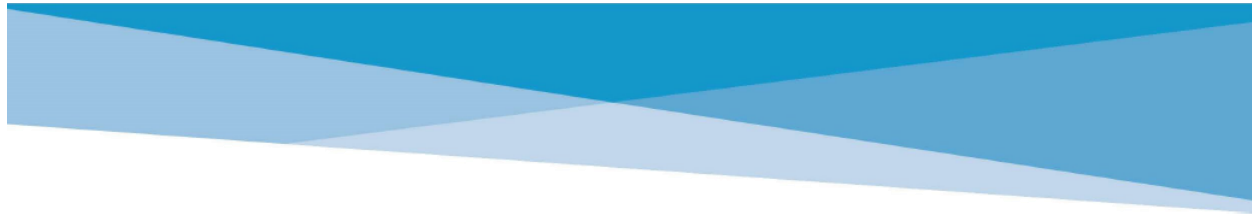
As mentioned in the May Statutory Planning Progress report, the Statutory Planning Business Transformation Project has delivered greater on-line lodgement capability, with the ability to now lodge regular planning permit applications on-line. Online lodgement of applications saves time for both applicants and Council administrative staff, and provides more flexibility in lodgement timing and payment options, instantaneous receipt by Council, and a generally better service experience for applicants. Work is continuing on other project deliverables, and planning of further improvements.

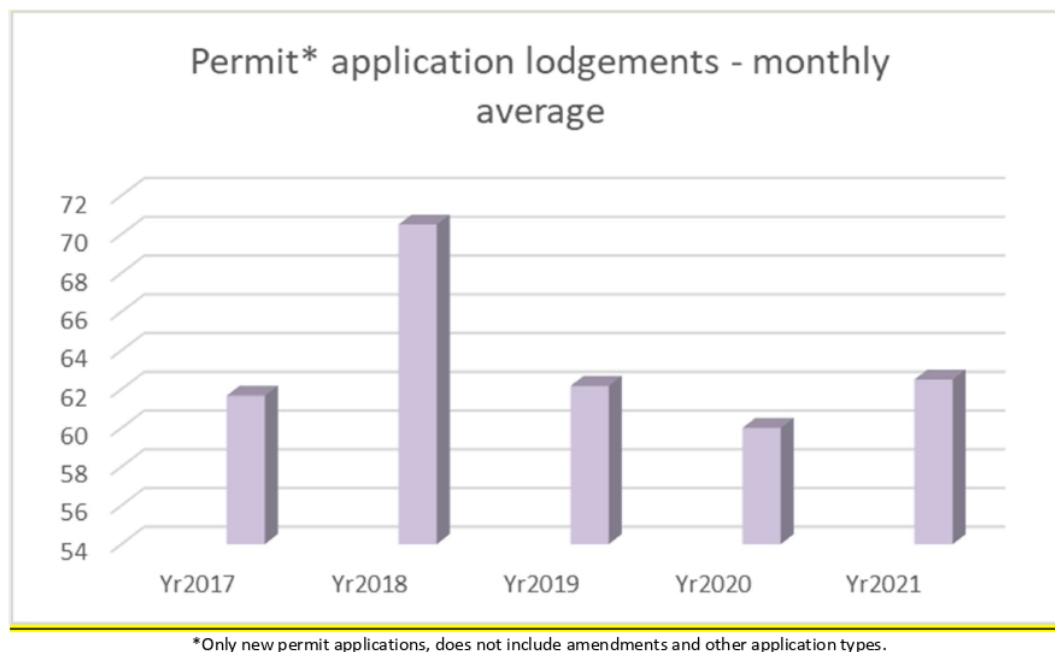
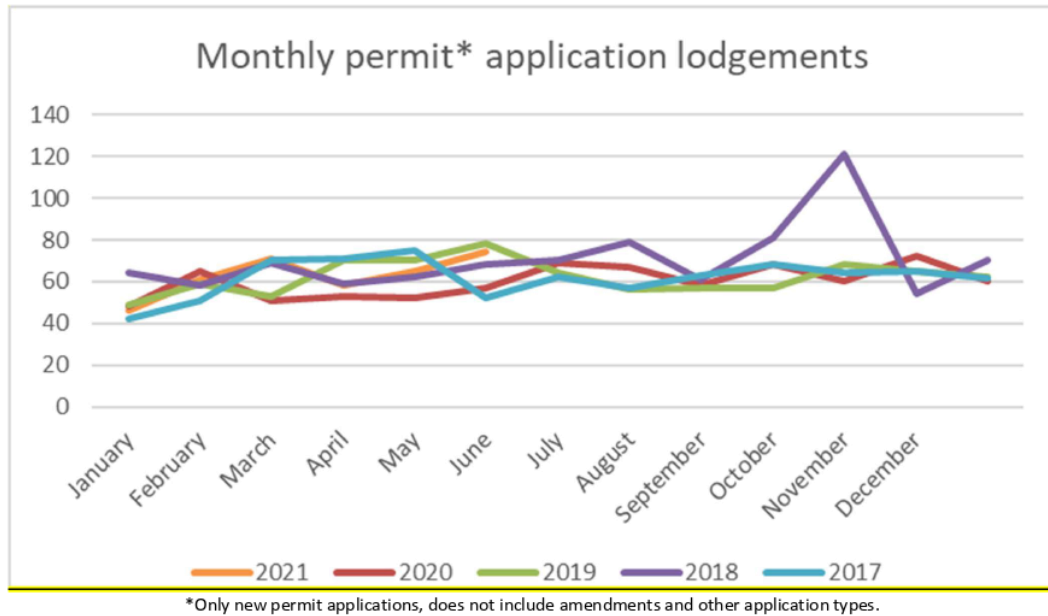
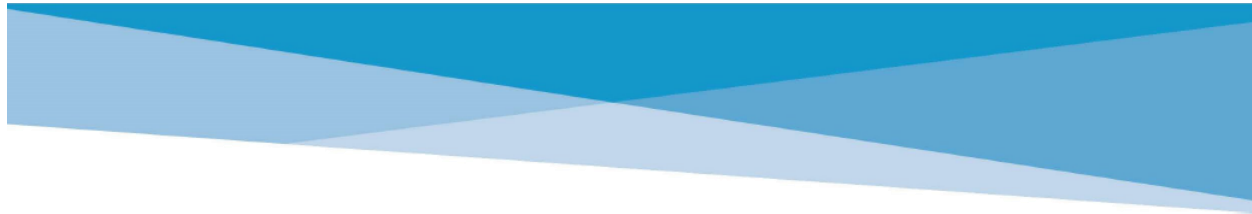
The on-time delivery data is illustrated in the below charts as well as the volume of applications received per month over the last five years. This demonstrates the consistent volume of applications received each month, noting that the lodgement volume only includes standard permit applications and is therefore only a portion of the actual planning application workload. Specifically, the data does not include other consents, such as amendment applications, secondary consents, condition sign off, extensions of time and subdivision act processes. Including amendment applications, the average application volume for the quarter is 115 applications per month.

A summary of developer financial contributions received within the quarter is also detailed below.

It should be noted that the data for Q4 was calculated manually as the State Government Planning Permit Activity Reporting System (PPARS) does not publish the monthly or quarterly data until approximately the middle of the following month. There may be a minor discrepancy with the manually calculated on-time delivery data and the published PPARS data.

Developer Financial Contributions- Quarter 4 (2020-21)	
Contribution Type	Total Amount Received
Open Space Contributions	\$458,000
Car Parking Financial Contributions (cash-in-lieu)	\$0.00







Policy Planning and Environmental Strategies update

The following *Policy & Strategy Development* work was undertaken during April - June:

- The *Draft Biodiversity Action Plan* was finalised following a series of workshops were held with internal stakeholders. The feedback from this consultation informed the finalised draft for public exhibition.
- The *Community Vision 2040* was finalised following public exhibition which included targeted conversations with key community groups, a community drop-in session at the Carrum Downs Library. The Community Panel considered the feedback from the broader community consultation to review and finalise the Community Vision for adoption in June.
- The *Draft Sustainable Economic and Skilled Workforce Strategies* have been drafted and is currently being reviewed. The strategies will be presented in August for to commence public exhibition.
- A Community Engagement Plan for the draft *FMAC Structure Plan* and *Revitalisation Action Plan* was prepared.
- An evidence review and consultation with stakeholders has been undertaken to develop the *Health and Well Being Plan*, which will now form a separate document to the Council Plan.
- An arborist has been engaged to undertake a *Banksia Study* along the Seaford and Frankston foreshores.
- Development of *Urban Forest Precinct Plans* for Carrum Downs/Sandhurst/Skye and Seaford commenced.
- The Frankston Local ESD Policy planning scheme amendment was adopted by Council and submitted to the Minister for approval.

The following *Programs and Events* were delivered during April - June period:

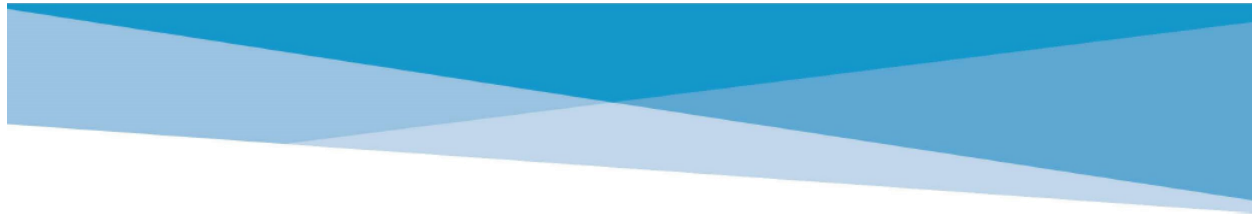
- Business support and networking events.
- Mumpreneur Workshop Series –a 6 week series every Wednesday from 21 April to 26 May.
- Gardens for Wildlife program.
- 'Attracting Lizards to your Garden' webinar.
- NOTE: Business Networking, Big Build Expo, Gardens for Wildlife visits and a planned iNaturalist training session for environmental volunteers was cancelled or postponed in the last week of May due to the statewide COVID-19 lockdown.

FINANCIAL AND CORPORATE PLANNING

Integrated planning – Local Government Act changes to deliverables

The Local Government Act's change to a principle based act has prompted a review of Councils Integrated Planning and Reporting Framework and deliverable timelines. This review was our first step towards strengthening integration between Council's key strategic and financial plans and ensuring Council adequately meets its legislative requirements with regards to community engagement, strategic planning, financial management and service performance.

Stakeholders responsible for Council's key strategic and financial plans have formed a working group who developed a proposed framework and updated the Integrated Planning 2020-2021 timeline. Effort has been made to integrate and align data collection as well as key review and adoption milestones.



The development of the 2021-2025 Council Plan and Budget was adopted by Council on June 28, with the highlight of the development process being the Council Plan and Budget forum held on 27 March 2021. This forum brought Councillors together to consider their priorities over the next four years and begin the budget discussion that will help to enable them. Councillors conversed throughout the day with Senior Management to consider a range of information including community engagement results, emerging issues, challenges and opportunities impacting the Frankston City community.

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. Council's 2021-2025 Revenue and Rating Plan was also adopted at the Council meeting on 28 June, 2021.

The 2021-2025 Council Plan and Budget and 2021-2025 Revenue and Rating Plan were on public exhibition for a period of four weeks. This engagement also included a number of local pop up information sessions, before COVID restrictions were introduced in late May and engagement continued online through Councils social media streams.

The Community Vision – Frankston City 2040 was finalised with the Community Panel after public exhibition held in April and was adopted by Council on 28 June 2021.

Service Planning Update

Service Plans have proven to be a backbone to the development of Council Plan initiatives and budget alignment. They have been used to inform our strategic long term outlook, helping us to ensure we consider what is important to the community with future service demands and resource requirements. There are six internal service plans outstanding and are due for completion early 2021-2022. All service plans will also undertake a review in light of the adopted Council Plan and Budget and will be used to update Directorate plans for 2021-2022.

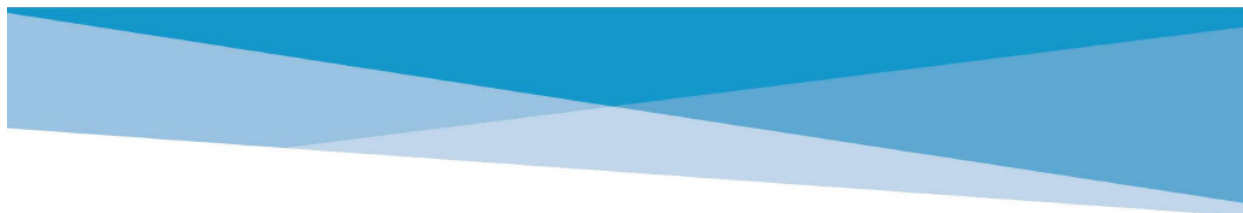
Ombudsman's investigation into how ratepayers in hardship are treated by Councils

In August 2020, the Victorian Ombudsman began an investigation into how ratepayers in financial hardship are dealt with across the sector. The investigation focused on hardship relief for ratepayers who cannot pay rates on their primary residence.

The Ombudsman heard concerns from ratepayers, financial counsellors and community lawyers about the way local councils treat people who cannot afford their council rates.

The investigation was launched to consider the following issues:

- Whether information about councils' financial hardship assistance is easily accessible for ratepayers;
- Whether assistance is fair and reasonable, and whether councils provide that assistance appropriately;
- How council assistance schemes compare with best practice, including in the energy and water and telecommunications sectors; and
- What councils can learn from COVID-19 relief schemes to improve responses to financial hardship in the future.



The report identified several practices were adopted by some Councils that were in contravention of the Local Government and the Ombudsman Acts and made several recommendations for improvement. Officers have reviewed the report in detail and can confirm that, Frankston City Council is in a good position and does not practice any of the issues noted.

The report also identified some good practices that are already in place at some Councils and other authorities. Most of these practices are in place at Council as well.

We have reviewed all of the findings of the report and Frankston is employing best practice in management of ratepayers in hardship. We were not in contravention of any of the Acts and manage hardship appropriately and empathetically.

ACCOUNTABILITY AND TRANSPARENCY

The Accountability and Transparency Reform (ATR) document commenced in May 2018 with 160 items identified. Items were considered and implemented by the relevant Managers. Council resolved at its Meeting on 29 June 2020 to finalise the ATR document and monitor the remaining ongoing items via a quarterly status report. A report for the July 2021 quarter is attached (Attachment A).

One of the items identified in the ATR was to provide a quarterly status on the attendance of Councillors at Briefings in a quarterly period. The overall status is included in the Annual Report every year. The status is also included in the Local Government Performance Reporting Framework indicators annually to the community via LGV's Know Your Council website.

The status of Councillor Attendance at Council Meetings is also recorded and is included in the Local Government Performance Reporting Framework indicators annually as part of the reporting to Local Government Victoria (LGV). It is provided to the community via LGV's Know Your Council website and in Council's Annual Report every year.

Table 1 titled, 'Councillor Attendance at Meetings (November 2020 to June 2021)' below provides an overview of attendance for this period.

Councillor Attendance at Meetings - November 2020 - June 2021						
Councillor	Ordinary Meetings Attended	Special Meetings Attended	Councillor Briefings*	Planning Meetings Attended	Total Attended	Attendance
Cr David Asker	14		35	0	49	100%
Cr Sue Baker	14		34	0	48	98%
Cr Kris Bolam	13		32	0	45	92%
Cr Nathan Conroy	14		35	0	49	100%
Cr Claire Harvey	14		34	0	48	98%
Cr Brad Hill	14		35	0	49	100%
Cr Liam Hughes	14		31	0	45	92%
Cr Steven Hughes	14		25	0	39	80%
Cr Suzette Tayler	14		29	0	43	88%
Total	125	0	290	0	415	94%



Local Government Act 2020

The Local Government Act 2020 (Act) is being implemented in four stages, with the remaining stage to be implemented from 1 July 2021, as the new provisions come into effect.

The following requirements were adopted by Council, including: Council Councillor Gifts Policy adopted on 19 April 2021, four year Budget, Revenue and Rating Plan and Council Plan 2021-2024 and 10 year Community Vision on 28 June 2021.

Strengthening Governance

Council continues to implement the action plan in response to the Municipal Monitor's recommendations with the first quarterly progress report noted by Council at its meeting on 31 August 2020. The final report is expected in October 2021.

The Quarterly Progress Report as at June 2021 is attached (Attachment B).

Open/Award/Publishing of Contracts and publishing

Since 1 July 2020, Council has awarded contracts valued over \$550,000 (GST included) in open Council Meetings. Contracts over \$150,000 for goods and services and contracts over \$200,000 for works continue to be published, as awarded, on Council's website. This ongoing process continues to be fulfilled by Council's Procurement Team and has contributed to a reduction in the number of decisions being made in closed Council.

Procurement Policy

The 2020/21 Procurement Policy was endorsed by Council at its Ordinary Meeting held 31 August 2020. Due to the upcoming amendments to the Local Government Act (the Act), the Procurement Policy will be undergoing another review. The changes to the Act related to procurement will come into operation on 1 July 2021.

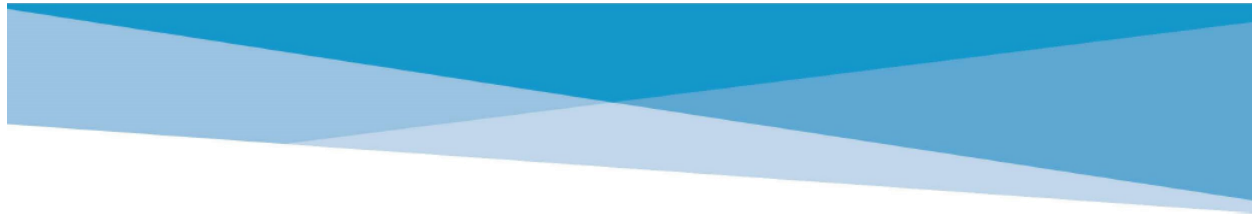
Council has up to 6 months (1 July 2021 to 31 December 2021) to adopt a Procurement Policy in accordance with the new framework. Until such time as the new policy is adopted under s108 of LGA 2020, the pre-existing policy as well as the restrictions of power of a Council to enter into Contracts (s186 and s186A of LGA 189) continue to apply. New Best Practice Procurement Guidelines (2020) will be launched by Local Government Victoria (LGV) on or after 1 July 2021.

The Contracts and Procurement Unit (C&P) is currently reviewing the existing Procurement Policy to align it with the amendments in the Act. A focus of the new policy will be a strengthening of the social and sustainable procurement objectives. It is expected a draft will be ready for Council review in August 2021.

Tally on tracking reports presented to Closed Council

In 2019-2020 Council's result for the Local Government Performance Reporting measure *Decisions made in Closed Council* was 18.84%. The average for all Victorian Councils has been less than 10% since 2016 (reference 'Know Your Council' website). In 2020-2021 an aspirational target of 10% was set by Council.

Since July 2020 contracts were tabled in open Council Meetings and agendas and reports were streamlined to ensure they were tabled in open agendas at every Council Meeting.



The result for *Decisions made in Closed Council* from 1 July 2020 to 30 June 2021 was 8.92%, which achieved Council's aspirational target and has demonstrated better transparent decision making for the community.

In Quarter 3, (1 January to March 2021) only 4% of decisions were made in Closed Council. There were 381 reports in both Open and Closed Council with 34 being considered in Closed Council. There have been 13 Notices of Motion and 10 Urgent Business items raised to date for this financial year.

KEY PROJECT UPDATES

The 2020/21 Capital Works Program is coming to a conclusion and Council remains on track to achieve its set targets, and provide vital services and infrastructure needs to the community. As at 30 June 2021, the actual expenditure is \$41.54M and commitments are \$18.54M against the adjusted Capital Works Budget of \$54.46M.

The end of financial year forecast is \$49.03M, which equates to 90% delivery of the Annual Capital Works Program.

Key project updates below:-

- **RF Miles Recreation Reserve New Pavilion:**

Works are now complete on the new oval, cricket nets and netball courts. The Club has now moved back to the facility.

- **Centenary Park Tennis Redevelopment:**

The 13 new tennis courts including court lights, refurbishment of the existing pavilion and carpark works have been completed and handed over in March 2021.

Further minor works associated with this upgrade are still in progress utilising project savings including septic tank upgrade and additional landscape works.

- **Jubilee Park Stadium:**

The construction works are currently out to tender and closes on 27 June 2021. Construction is expected to commence following tender evaluation and Council approval in November 2021.

Young Street Works

The State Government agreed to contribute to the cost of a new toilet block outside Frankston Station. The new toilet will also include bus driver toilet and Council officers are now seeking DOT approval for proposed plans. Works are currently underway with the facility due to open late 2021.



KEY MEETINGS AND ACTIVITIES

During this quarter (April 2021 – June 2021, the CEO continued to participate in meetings either via video-conferencing or face to face pending restrictions/lock-down regulations.

Since mid-March 2021, 'Meet the Mayor and CEO Community Sessions' have been held weekly. These sessions offer the community the chance to book a 30 minute meeting to discuss ideas or issues that are important to them. Two visits to Canberra were held in mid-May and mid-June 2021 by the CEO along with the Mayor, Cr Kris Bolam JP and Coordinator Advocacy and Strategic Partnerships, Kristen Thomson with over 25 appointments conducted.

Listed below is a snapshot of the meetings attended by the CEO during April - June 2021:

- Participation in various Senior Leadership Program sessions;
- Attendance at various Greater South East Melbourne Group meetings involving CEOs;
- Participation in various Joint State/Local Government CEO's forum to discuss COVID-19 matters including DJPR and MAV;
- Attendance at the Kananook Creek Governance Group meeting;
- Meeting with Centre Manager, Vicinity Centres – Frankston;
- Various meetings with Councillors to discuss key matters;
- Weekly meetings with the Mayor covering topics such as Advocacy, Communications, Developers matters and Economic Development;
- Meeting with Ms Peta Murphy, MP – Member for Dunkley;
- Participation in a number of meetings with fellow CEO's regarding South-East Melbourne Advanced Waste Processing (SEMAWP);
- Meeting with Peninsula Leisure Board;
- Meeting with Director, McClelland Gallery and Sculpture Park;
- Attendance at the Frankston Football Club – Round 1 VFL season event;
- Participation at Shadow Cabinet event held at the Frankston RSL;
- On-site visit to the Ballam Park Homestead with representatives from the Frankston Historical Society;
- Participation at various Jubilee Park Indoor Stadium – Project Advisory Group meetings;
- MC role at the official opening of the Ballam Park Soccer Pavilion;
- Visit to the Eastern Innovation business Centre in Mulgrave;
- Participation in the MAV Metropolitan Southern Regional meeting;
- Meeting with the Spotlight Group;
- Meeting with CEO of First People's Health and Wellbeing Centre;
- MC role at Council's Australian Citizenship Ceremony (two held during this period);
- Participation on the Frankston's Early Parenting Centre Board – co-chaired by Mr Paul Edbrooke MP – Member for Frankston and Ms Sonya Kilkenny MP – Member for Carrum;
- MC at the sod-turning of the Monterey Soccer Pavilion redevelopment;
- Participation in the Audit and Risk Committee meeting;
- Participation in the Rainbow flag raising at the Civic Centre for IDAHBOIT day;
- MC at the official opening of the Clyde Street Mall and Hall of Fame;



- Participation in the Frankston Arts Advisory Committee interviews for new Board member;
- Various meetings with the Frankston Coast Guard representatives;
- Meeting with the Frankston Yacht Club representatives;
- Regular meetings with St Kilda Football Club representatives regarding Belvedere Precinct (Linen House);
- Informal meeting with the Information Commissioner, OVIC;
- Participation in Ministerial Roundtable with Council CEOs on Recycling Victoria;
- Meeting with representatives to discuss Frankston Foreshore Asset Development;
- Meeting with Minister Fletcher to discuss commuter car parking opportunities;

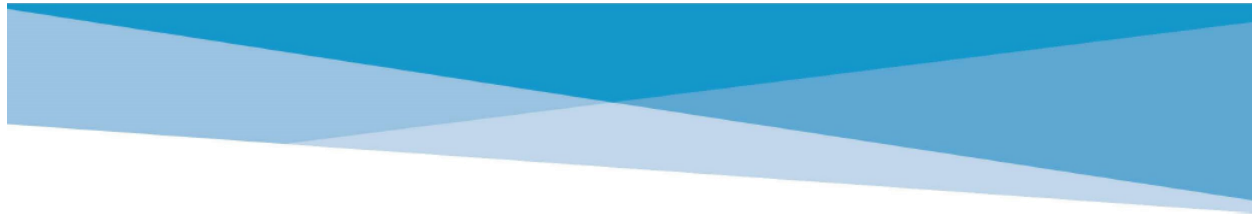
ADVOCACY

Community Consultation on draft Advocacy Priorities

Community consultation occurred throughout April and May 2021 to determine community satisfaction with the proposed draft advocacy priorities. An analysis of feedback provided, with 214 responses received to the consultation, shows general support of all initiatives identified within the three themes. Some further investigations will need to be undertaken to determine project feasibility with two additional initiatives included in the final priorities recommendations.

Meetings and events

- 1 April 2021 - Member for Carrum (Sonya Kilkenny) visited Carrum Downs Library
- 14 April 2021 - Meeting with Peta Murphy, Member for Dunkley to discuss local matters
- 19 April 2021 - State Shadow Cabinet visited Frankston City. Individual meetings were arranged between Council and:
 - Shadow Minister for Mental Health, Prevention of Family Violence & Women (Emma Kealey)
 - Shadow Minister for Tourism, Major Events and Sport (Cindy McLeish)
 - Shadow Minister for Housing, Ageing and Local Government (David Morris)
 - Shadow Treasurer and Shadow Minister for Economic Development (Louise Staley)
 - Shadow Minister for Planning & Heritage, Public Transport (Metro) and Federal-State Relations (David Davis)
- 22 April 2021 - Site walkthrough tour of RF Miles Recreation Reserve pavilion redevelopment with Minister for Sport (Ros Spence), Member for Frankston (Paul Edbrooke), Member for Carrum (Sonya Kilkenny), Member for Dunkley (Peta Murphy) and Senator for Victoria (Senator David Van)
- 22 April 2021 - Official opening of Ballam Park South Pavilion with Minister for Sport (Ros Spence), Member for Frankston (Paul Edbrooke), Member for Dunkley (Peta Murphy) and Senator for Victoria (Senator David Van)
- 7 May 2021 - Meeting with Member for Flinders and Federal Minister for Health (Greg Hunt) to discuss inpatient withdrawal services at Frankston Hospital and rail electrification
- 11, 12 and 13 May 2021 - Council delegation to Canberra



- 18 May 2021 - Official opening of Clyde Street Mall and Hall of Fame with Member for Frankston (Paul Edbrooke) and Member for Dunkley (Peta Murphy)
- 19 May 2021 - Meeting with Chris Crewther (former Member for Dunkley) to discuss commuter car parking election commitment
- 21 May 2021 - Meeting with Member for Carrum (Sonya Kilkenny) to discuss redeveloping tennis courts at Carrum Downs Recreation Reserve into multipurpose for growth in netball
- 22 and 23 May 2021 - Council attended a supplementary visit to Canberra to follow up on actions with Ministers and to have meetings that were rescheduled from the May delegation
- 26 June 2021 - Council hosted an inaugural Politicians BBQ event with Member for Frankston (Paul Edbrooke), Member for Dunkley (Peta Murphy) and Senator for Victoria (Senator David Van)

Canberra trip – May/June 2021

The Mayor, Cr Kris Bolam JP, the CEO Mr Phil Cantillon and Ms Kristen Thomson, Coordinator Advocacy and Strategic Partnerships attended 21 meetings with Federal Government Ministers, Shadow Ministers, their advisors and a local council in Canberra in mid-May this year to advocate on behalf of the Frankston City community for a range of local projects and initiatives. The opportunity to meet face-to-face was paramount to Council's ability to influence decision-making. A detailed list of these meetings, discussion points and outcomes was presented to the Council meeting held on 31 May 2021 noting a further advocacy visit to Canberra was approved and held in June 2021. With over 9 meetings held during this 2nd visit including meeting His Excellency Mr Luke Daunivalu, High Commissioner for Fiji to talk about the mutual benefits association with forming a possible Sister City relationship with Suva in Fiji.

Greater South East Melbourne Group (GSEM)

Regular meetings are held with the GSEM CEO group enabling opportunities for Frankston to advocate for better outcomes (includes shires of Cardinia and Mornington Peninsula, and the cities of Knox, Casey, Frankston, Greater Dandenong, Kingston and Monash). The vision is for job creation, job retention, future proofing the community and ensuring liveability and sustainability. Arrangements are currently underway to replace the Hon. Bruce Billson who resigned from the Board earlier this year.

One of the key projects for GSEM is overseeing a more coordinated approach to the development of the recycled water project is in train to improve opportunities for agriculture and usage by Councils and businesses.

Frankston Revitalisation Board

The Frankston Revitalisation Board meeting held on 11 May 2021 both the Mayor, Cr Kris Bolam JP and CEO, Mr Phil Cantillon were unable to attend and Dr Gillian Kay, Director Communities attend on Council's behalf.

Mr Phil Cantillon, CEO holds a position on the board as a representative of Frankston City Council. Meetings are chaired by the Member for Frankston, Mr Paul Edbrooke MP and various organisations across our municipality along with State Government officials participate in on the Board. The board is responsible for implementing the revitalisation strategy (vision for Frankston) along with reviewing key action plans and strategies for the Frankston Town Centre including car parking reviews, updates on responding to alcohol and other drugs in Frankston and the Mornington Peninsula program. The next meeting is scheduled for Tuesday 6 July 2021.



Frankston Early Parenting Centre Board

The Frankston Early Parenting Centre Board meeting held on 7 May 2021 co-chaired by Mr Paul Edbrooke MP, Member for Frankston and Ms Sonya Kilkenny MP, Member for Carrum was attended by Mr Phil Cantillon, CEO. Mr Cantillon holds a position on the board as a representative of Frankston City Council.

The board was formed to help steer the Frankston Early Parenting Centre outcomes to provide better access to specialist services and early parenting support for Frankston families, closer to home. Services will be tailored to the needs of our community, with a strong focus on delivery a centre that is fit-for-purpose and well-integrated with other services in the area. The group is supported by the Department of Health and the Victorian Health Building Authority.

Frankston Metropolitan Activities Centre Car Parking Committee

A business case is being developed for a smart parking trial in Frankston Metropolitan Activity Centre incorporating Playne St, Lower Young St, Wells St and Thompson St. The business case development will be completed in quarter one of 2021/22 and include consultation with stakeholders to inform a preferred option for implementation.

AUDIT AND RISK

Cyber Security Audit

In early April, Council's Information Technology (IT) team commenced work with external auditors on a Cyber Security Audit. A Cyber Survey forms part of this audit process and will provide valuable insights into Cyber Awareness across the organisation, helping to prioritise where IT will focus going forward to ensure Council is secure and protected.

Child Safety update

Council recently employed a Coordinator of Child Safety to assist with the review of Frankston City's Child Safe Policy and review the implementation of the Child Safe Standards and Reportable Conduct Scheme. The compliance review was required to ensure that council has adequate policies, procedures and systems in place that meet the requirements.

After a comprehensive audit 41 recommendations were accepted by the Child Safety Committee and the Executive Management Team, these recommendations have now been established in an Action Plan to ensure they are implemented in a timely manner.

Frankston City Council is committed to ensuring compliance is achieved and a child safe culture is embedded within the organisation and across the community. A Coordinator of Child Safety will be employed for 12 months to implement all audit recommendations which will allow Frankston City Council to sign up to the Victorian Child Friendly Cities and Communities Charter and become a 'Child Friendly City'.

Thank you for taking the time to read this report.



OFFICE USE ONLY: A4441024

ATTACHMENT A

Accountability and Transparency Reform

July 2021 – Quarterly Update



opportunity » growth » lifestyle





On track



Recoverable



Off track

Action	Responsible Officer	Progress Comments	Status
Item 2: That the CEO's Report is to be expected of all future CEOs of Frankston City Council.	Chief Executive Officer	The CEO Quarterly Report has been considered by Council quarterly since July 2019. The next report will be presented to Council at the 19 July 2021 Council Meeting.	
Item 3: The CEO is to review existing consultancy usage and report back to Council on any identified 'knowledge deficits' within the organisation (areas requiring staff training, additional staff) based on consultancy expenditure.	Manager Financial and Corporate Planning	Consultancy expenditure is reported quarterly via the Quarterly Financial Report. The costs associated with consultancy usage is reviewed regularly by the Executive Management Team.	
Item 5: Where Councillors fail to attend less than 50% of briefings in a quarterly period, a report is to be provided to Council with an explanation as to why such Councillors are not attending said briefings.	Manager Governance and Information	Councillor attendance at Briefings is reported through the Annual Report and CEO's Quarterly Report. The next update will be reflected in the CEO's report at the 19 July 2021 Council Meeting. There is no requirement for a report to be considered by Council on Councillors who fail to attend briefings.	



On track



Recoverable



Off track

Action	Responsible Officer	Progress Comments	Status
<p>Item 6: That all advisory committees be required to report before Council once per year, at a briefing, to advise Council of their activities.</p>	Manager Governance and Information	<p>Council has 2 Advisory Committees:</p> <ul style="list-style-type: none"> - Frankston Arts Advisory Committee, who report regularly to Council on its activities; and - Major Projects Advisory Committee, who meet with Councillors to discuss key projects. <p>A report is also presented to Council quarterly on Minutes of Committees where a Councillor is a delegate.</p>	
<p>Item 8: Where the CEO and/or EMT serve on any external committees outside of Frankston City Council (but in relation to Frankston City Council duties), he/she is to provide a report to Council. This can be done in the form of the quarterly report to Council.</p>	Manager Governance and Information	<p>A report is considered by Council quarterly on Committee Minutes of which a Director or CEO serves as part of their duties.</p>	



On track



Recoverable



Off track

Action	Responsible Officer	Progress Comments	Status
<p>Item 10: That online databases (that can be accessed by the public) be created for the following:</p> <p>a) Council submissions to State and Federal governments; b) Funding council has applied or to State and Federal governments.</p>	Manager Governance and Information	A database containing details of submissions and funding that Council has applied for to State and Federal Governments, is updated every 6 months and is available under the <i>Documents to be made publicly available</i> section on Councils website. This commenced from February 2020.	
<p>Item 11: Officers are to provide written reports to Council, as Councillors do, for interstate and international trips advising of findings.</p>	Manager Governance and Information	This is reported through the CEO's Quarterly Report. An update has been provided for the 19 July 2021 Council Meeting.	



■ On track
 ■ Recoverable
 ■ Off track

Action	Responsible Officer	Progress Comments	Status
Item 12: External advocacy bodies (i.e.. MAV, Anti-Gambling Alliance), where Council provides an annual contribution, must provide a written report to Council on the external organisation's activities in the past twelve months. These reports are then clustered and presented to Council.	Manager Governance and Information	The Annual Reports are to tabled annually in October each year. Due to the Council Elections and the development of the Councillor Induction Program, a report has not been provided to date. This will be tabled for noting at the October 2021 Council Meeting and then in October each year, with the exception of the Council Election year, where it will be tabled in November.	<div style="text-align: center;"> ■ </div>
Item 15: That a lobbyist/developers register be created for officers and Councillors to declare when they have met with (external) lobbyists and/or developers. Furthermore the terms 'lobbyist' and 'developer' be properly defined so Councillors and staff are not vague on the terms.	Manager Governance and Information	A Lobbyist and Developers Register is available on the Councillor Portal. Councillors are provided an update on a quarterly basis.	<div style="text-align: center;"> ■ </div>



On track



Recoverable



Off track

Action	Responsible Officer	Progress Comments	Status
Item 16: Per the 'Diageo' approach, the Annual Report is to record all Councillor and EMT Code of Conduct breaches for that given year.	Manager Governance and Information	Details of any Councillor or EMT Code of Conduct Breaches are reported through the CEO's Quarterly Report. Next update is included in the report for the 19 July 2021 Council Meeting.	
Item 17: That a database, similar to the one in operation at the City of Rochester, New York (United States), to allow the wider public to peruse Freedom of Information outcomes (or the alternative proposition proposed in .58) online ('Reading Room') be adopted at Frankston City Council.	Manager Governance and Information	An FOI Summary was provided to Council at its meeting on 15 February 2021 and was well received, with over 70% of requests being processed outside of the FOI statutory timeframes. The next summary will be provided to Council in early 2022.	
Item 18: A process, similar to City of Redlands, where Councillor complaints (against Code of Conduct, Meeting Local Law, Staff Interaction Policy, Media Policy, Act etc.) are recorded on the website.	Manager Governance and Information	Details of any Councillor complaints will be reported through the CEO's Quarterly Report. Next update is included in the report for the 19 July 2021 Council Meeting.	



On track



Recoverable



Off track

Action	Responsible Officer	Progress Comments	Status
Item 19: City of Gold Coast: A process, similar to the Gold Coast, where Councillor interests and conflicts of interest (for briefings, meetings etc.) are recorded on the website.	Manager Governance and Information	Details of any Councillor Conflict of Interest is available on the Council website under <i>Documents to be made publicly available</i> . There is also a requirement for a summary of Personal interest disclosure forms to be made available. This has been made available on the website since January 2021.	
Item 20: Better disclosure of remuneration arrangements for senior officers Example Melbourne City Council does this in their annual report.	Manager Governance and Information	Details of senior officer remuneration is available on the Council website under <i>Our organisation</i> . This is an extract from the Annual Report and will be updated annually.	
Item 24: That a quarterly briefing be provided to Councillors on the greatest organisational risks that require attention (strategic and organisationally)	Manager Commercial Services	A report on organisational risks is tabled at the Audit and Risk Committee and reported to Council every 6 months. Next update to be provided by September 2021.	



On track



Recoverable



Off track

Action	Responsible Officer	Progress Comments	Status
<p>Item 25: In light of the Frankston Football Club insolvency, the CEO is to demand of community sporting groups to produce annual documentation to determine the fiscal health of a said club. This information is to then be presented to Councillors, at a briefing, in the form of a 'solvency scale' per sporting club. This information may be helpful insofar determining whether to renew leases and the Council playing a role in rallying the community to assist clubs that may be severely struggling.</p>	Manager Commercial Services	<p>All tenancy agreements are now subject to financial analysis to ensure the tenant is able to meet the obligations contained in their agreement.</p> <p>Seasonal tenancy agreements are reviewed annually and changes are made to improve operational efficiencies, where required.</p> <p>All lease and licence agreements that have been entered into in the last 18 months, now include a provision for tenants to provide annual financial statements.</p>	
<p>Item 26: Availability of a Frankston City Council Lease Register (including terms) to the public upon request.</p>	Manager Commercial Services	<p>Council's Lease Register is updated every 6 months and is available on the Council website under <i>Documents to be made publicly available</i>. The next update will be made by end of October 2021.</p>	



On track



Recoverable



Off track

Action	Responsible Officer	Progress Comments	Status
<p>Item 27: Availability of a Frankston City Council Service Contracts Register (for contracts over \$999,000) to the public upon request.</p>	Manager Commercial Services	<p>Details of contracts awarded, that result from an RFT process is published on the Council website under <i>Tenders – Awarded Contracts</i>. This page will list contracts awarded over \$150K for goods and services and contracts over \$200K for works.</p> <p>This website was last updated on 11 December 2020.</p>	
<p>Item 28: As is practiced by the City of Gardner in Massachusetts (United States), upon a certain period, tender outcomes (including tender bids) on goods and services are made available online to the public.</p>	Manager Commercial Services	<p>Officers have implemented the following transparency measures:</p> <ul style="list-style-type: none"> - Publishing the outcomes of public tenders on Council's website under <i>Tenders- Awards</i>; - Moving contract award papers from Closed into Open. This commenced in July 2020. 	



■ On track
 ■ Recoverable
 ■ Off track

Action	Responsible Officer	Progress Comments	Status
Item 31: That a report be provided to Councillors annually on the number of public complaints received and which departments they are emanating from. The report should also be comparative and juxtapose results from previous years.	Manager Community Relations	A Complaints Policy is currently being prepared to provide guidance on how complaints will be managed. This must be adopted by December 2021, in accordance with the new requirements of the Local Government Act 2020. In the interim, any complaints received will be reported through the CEO quarterly report. Next update will be provided for the 19 July 2021 Council Meeting.	<div style="text-align: center;"> ■ </div>
Item 32: That an end of year media report be made available on Councils website Example: Melbourne City Council comprehensive media report for the 2015-16 year.	Manager Community Relations	Key issues throughout the year as well as sentiment reporting on social media will be reported through the Annual Report. The format will be similar to the Economic Scorecard, so that it is easily understood.	<div style="text-align: center;"> ■ </div>



On track



Recoverable



Off track

Action	Responsible Officer	Progress Comments	Status
Item 37: As is practiced by the City of Gardner in Massachusetts (United States), quarterly figures are made available online to the public regarding departmental spending on goods and services (Open Check database).	Manager Financial and Corporate Planning	A summary expenditure report for consultancy and general operating expenses by department was included in the Quarterly Financial Report for March and was considered by Council on May. Further disclosures will be considered for inclusion in the first Quarterly Financial Report for 2021-2022	
Item 38: Calling for more transparency in audit committee process Example: Melbourne City Council provides up to 4 years of performance reports.	Manager Financial and Corporate Planning	The Local Government Act 2020 now requires the Chair of the Audit and Risk Committee to table a report half yearly on the activities of the Committee. A report was presented by the Chair to Council on 27 January 2021.	
Item 39: That every term a 'transparency review' is to occur of the Frankston City Council website, the review is to cover, and assess, the types of information openly available via the Council's website to help gauge how open the organisation is, learn about how it can be more transparent and compare its performance in this area with its peer Councils.	Manager Business Transformation	The 20/21 Annual Budget and LTIP includes funding to review and transfer all the existing content from Council's current corporate website to a new platform. Council's website has been successfully migrated to the new platform. Content has been migrated with the most popular pages reviewed and updated. A full content review will now commence with a transparency lens to ensure comparability with other peer Councils.	



On track



Recoverable



Off track

Action	Responsible Officer	Progress Comments	Status
Item 41: That all reports to Council which relate to funding for major projects must include 'probability' costs which anticipate additional costs beyond the line-item amount being considered (i.e. Frankston Yacht Club).	Director Infrastructure and Operations	Projects that are presented to MPAC will include the probability costs. The trend of the probability cost will be highlighted in the presentation. These costs will decrease as confidence in the risk mitigation of the project are addressed.	
Item 42: Greater quarterly disclosure of developer contributions as they are made Example: Melbourne City Council releases a quarterly report on developer contributions.	Manager Statutory Planning	This information has been included in the previous two CEO Quarterly Reports and will continue to form part of this report.	

ATTACHMENT B

Action Plan with progress report

Implementation of Municipal Monitor's recommendations

July 2021

This Action Plan with progress report ensures the five key recommendations from the Municipal Monitor's Report 2019 are addressed to improve Council's overall performance by October 2021. The progress is reported to Council every quarter as part of the CEO's Quarterly Report and a copy made available on Council's website.



opportunity » growth » lifestyle



Overview



Municipal monitor's recommendations	Quarterly Achievements	Progress to completion	Overall status
1. Streamline Agendas Ensure that agendas for assemblies of Councillors continue to be structured and streamlined to create opportunities for discussion amongst Councillors to resolve issues and accommodate different points of view.	<i>The status of listed reports for the agenda to Council and the Councillor Schedule are reviewed weekly. This has reduced the number of reports and items scheduled in the Council Meeting agenda. Councillors are more engaged and have more time for discussion and consideration of items. Council Report writing training for staff was delayed and is scheduled to be completed in August 2021.</i>	<div>95%</div> Complete by October 2020	
2. Reduce Notice of Motions Reduce the number of complexity of notices of motion and alternate motions including by engaging in discussions with the CEO and Executive Team as well as fulsome discussion at assemblies of Councillors.	<i>The number of Notice of Motions has reduced throughout 2020. A NOM protocol was discussed with Councillors in 2020. The Governance Rules, adopted in August 2020, includes the process for Notice of Motions.</i>	<div>100%</div> Completed	
3. Improve Community Satisfaction Survey Results Recognise the significant improvement over the past 12 months in the community satisfaction survey results and take steps towards further improvement.	<i>The Local Government Community Satisfaction Survey Results were released in July 2020 and improvements were made to transform services and improve the customer service experience. The 2021 Community Satisfaction Survey results were received in June and results are released in July 2021.</i>	<div>95%</div> Complete by October 2021	
4. Improve staff engagement survey results Continue Councillors and management's commitment and efforts to improve the staff engagement survey results.	<i>The staff survey results were received in July 2020, an increased response rate from 48% to 69%, with 63% of staff saying Frankston City Council is a 'truly great place to work'. Culture Improvement Plans were developed and a pulse survey was conducted in June 2021. A Senior Leadership Program, Performance Management Program and Staff Recognition Procedure were launched and staff engaged to develop the Community Vision, Council Plan and Budget to set Council's direction.</i>	<div>100%</div> Completed	
5. Increase trust and communication between management and Councillors Continue to find mechanisms to increase trust and effective communication between management and Councillors.	<i>The Councillor Induction Program was completed over six months by May 2021 which provided opportunities for Councillors to build trust and relationships. Ward Meetings were scheduled for 2021 and community engagement pop ups, openings and events were held with Councillors and Council officers. Communication improved through regular memorandums and opportunities for discussion to make informed decisions.</i>	<div>100%</div> Completed	



1. Streamline Agendas



Monitor's recommendations	Council's response	Expected completion date	Progress comments	Status
Ensure that agendas for assemblies of Councillors continue to be structured and streamlined to create opportunities for discussion amongst Councillors to resolve issues and accommodate different points of view.	1.1 Improve the structure of Council reports and assembly papers, by removing unnecessary content and headings.	October 2020	<i>A new draft Council Report structure was reviewed and considered. In order to streamline the process effectively, the volume of the reports have been reduced to less than 3 pages.</i>	✓
	1.2 Invest in essential training for staff to build their expertise in clear and concise report writing, and the construction of solid report recommendations.	October 2020	<i>Developed and implemented a guidance document for staff to use when preparing reports. Training sessions were delayed and rescheduled for August 2021.</i>	■
	1.3 Strengthen the Council Meeting processes, improving report recommendations and to maintain timely production of agendas and minutes.	June 2020	<i>Draft agendas are reviewed and recommendations are being revised prior to being released. The process for approval of minutes has been revised and improved.</i>	✓
	1.4 Limit presentation times during briefings and allowing more open discussion amongst Councillors and Council staff on the issues at hand.	June 2020	<i>Councillor Schedule reviewed weekly and times have been reduced. The Draft Agenda is the only item reviewed on the night.</i>	✓
	1.5 Strengthen governance support at the Agenda Review of Council Briefings and Council Meetings to assist in the construction of alternate motions, and other general advice in relation to meeting procedure.	June 2020	<i>The Manager Governance and Information supports the Mayor with meeting procedures during the meeting. The Coordinator Governance, along with the Team Leader Governance, alternatively attends each Agenda Review and Council Meeting to oversee the governance arrangements.</i>	✓
	1.6 Continue the reflective practice of a meeting debrief at the end of each Council Briefing and Council Meeting.	June 2020	<i>A debrief discussion is held at the end of every Council Meeting. Debrief minutes are presented to Council to be noted at the following Council Meeting and included in the CEO's Quarterly Report.</i>	✓



2. Reduce Notice of Motions



Monitor's recommendations	Council's response	Expected completion date	Progress comments	Status
Reduce the number of complexity of notices of motion and alternate motions including by engaging in discussions with the CEO and Executive Team as well as fulsome discussion at assemblies of Councillors.	2.1 Develop a Notice of Motion Protocol to provide clarity around the process for lodging and actioning notice of motions, including: timeframes, types of matters, volume of notice of motions and format.	October 2020	<i>A draft Notice of Motion Protocol was developed and the previous term of Councillors provided input at a Briefing. The Governance Rules, adopted in August 2020, include the NOM process.</i>	✓
	2.2 Invest in and encourage more open dialogue amongst Councillors and Council staff during Pre-Agenda meetings and Council Briefings, to allow for Councillors to better understand the issues at hand, leading to better decision making and community confidence in Council.	October 2020	<i>The Mayor facilitates deliberative discussion during the Councillor Briefings on each report to clarify and resolve any issues raised. Councillors are better informed for any upcoming decision making.</i>	✓
	2.3 Continue reviewing the number of Notices of Motion considered by Council through discussions with the CEO and Management.	October 2020	<i>The CEO and Executive Team discuss notice of motions with Councillors before they are submitted to Council. In 2016-2017 there were 110 Notices of Motions (NOMs) and these reduced to 33 NOMs by 2018-2019. In 2019-2020 it increased to 64 but for this current financial year, it has reduced significantly, with only 12 NOMs being recorded for consideration.</i>	✓



3. Improve Community Satisfaction Survey Results



Monitor's recommendations	Council's response	Expected completion date	Progress comments	Status
Recognise the significant improvement over the past 12 months in the community satisfaction survey results and take steps towards further improvement.	3.1 Explore means to better engage the community in the long term planning, strategic direction setting and decision making of Council.	October 2021	<i>The Community Engagement Policy was adopted by Council in March 2021 and the Community Engagement Framework was adopted in June 2021. Council used deliberative engagement practices, including a community panel, online and local pop ups, to develop Council's Community Vision, four year Council Plan and Budget to set the strategic direction. These were adopted by Council in June 2021.</i>	✓
	3.2 Engage the community through regular feedback to implement changes to our service delivery.	June 2021	<i>Work was undertaken over the last 12 months to improve Council's services and regular feedback was sought, particularly online during COVID restrictions. The 2021 Community Satisfaction Survey results were received in late June 2021 and will gauge the level of improvement over the last 12 months. Results are released in July 2021</i>	■
	3.3 Investigate options to streamline Council services to create a better customer experience for its community.	June 2021	<i>A Continuous Improvement Team was established in 2020-2021 and is playing a key role in transforming the customer service experience. A Future Ready strategy was adopted which includes a roadmap for transformation, with initiatives already underway.</i>	✓



3. Improve Community Satisfaction Survey Results



Monitor's recommendations	Council's response	Expected completion date	Progress comments	Status
Recognise the significant improvement over the past 12 months in the community satisfaction survey results and take steps towards further improvement.	3.4 Improve transparency in its decision making through the reduction of Closed Council agenda items by moving contractual matters into Open Council.	June 2021	<i>In 2019-2020 Council's result for the Local Government Performance Reporting measure 'Decisions made in Closed Council' was 18.84%. In 2020-2021 an aspirational target of 10% was set by Council. Contractual matters, along with the agendas and reports being streamlined, were presented in open Council Meetings. The result for 2020-2021 was 8.92%, which achieved the target and demonstrated better transparent decision making for the community.</i>	✓
	3.5 Enhance advocacy priorities by building relationships and leveraging the advocacy role.	March 2021	<i>Council's Advocacy Strategy was adopted in June 2021. The advocacy priorities were informed by customer research to better understand community's expectations and provide opportunities to campaign to stakeholders. In May and June Councillors and Council officers attended sessions in Canberra to advocate for Council's priorities.</i>	✓
	3.6 Continue to invest in the organisation to develop a strong service culture.	June 2021	<i>The Future Ready Strategy has been launched and is aimed at improved ways of working for staff and a better customer experience for the community. Investing in uplifting staff capability part of the roadmap of initiatives.</i>	✓
	3.7 Develop protocols for behaviours to align with the new organisational values of "Kinder, Smarter and Fairer".	June 2021	<i>The Future Ready Frankston Corporate Excellence Awards program was launched in May 2021. The aim is to recognise staff demonstrating our corporate values and achievements across a broad set of award categories. The Senior leaders developed a set of behaviours to outline a framework completed by staff to align, manage & reward behaviour in line the values.</i>	■



4. Improve Staff Engagement Survey Results



Monitor's recommendations	Council's response	Expected completion date	Progress comments	Status
Continue Councillors and management's commitment and efforts to improve the staff engagement survey results.	4.1 Continue the organisation's cross-functional team to progress the implementation of actions.	June 2020	<i>The cross-functional team met in April 2020 to progress implementation. The themes worked on have carried through to the new staff survey for 2020.</i>	✓
	4.2 Engage the staff through regular pulse surveys to identify any improvements in workplace culture.	June 2021	<i>A staff survey was conducted in April 2020 and Councillors were briefed on the results in July 2020. Culture improvement plans were developed by November 2020. A pulse survey was conducted in June 2020 to indicate progress over the last 12 months.</i>	✓
	4.3 Focus on "Building our Future" through engaging staff in open and transparent discussions when making decisions.	June 2021	<i>The CEO circulates a weekly email update on key issues and achievements and holds a CEO quarterly virtual session for all staff. Councillor Briefings engage staff and Councillors in the lead up to decisions made by Council.</i>	✓
	4.4 Continue to embed the values and behaviours of "Kinder, Smarter and Fairer" through positive interactions and initiatives.	June 2021	<i>The values and behaviours continue to be embedded across the organisation. A new performance development program and an employee recognition procedure were launched.</i>	✓
	4.5 Continue to embed the Leadership Capability Framework, Staff Recognition Program and Learning and Development Program.	June 2021	<i>A Future Ready Senior Leadership Program is in progress and a Performance Management Program was rolled out to all Coordinators and Team Leaders. A broader Learning Development Framework was also developed.</i>	✓
	4.6 Explore means to engage staff in the development of its Council Plan 2021-2025 and Service Planning Framework, to help set the strategic direction of Council.	October 2021	<i>Councillors and staff were engaged on the Council Plan 2021-2025. Service Plans informed the Council Plan and Budget development and community engagement which set the strategic direction of Council.</i>	✓



5. Increase trust and communication between management and Councillors



Monitor's recommendations	Council's response	Expected completion date	Progress comments	Status
Continue to find mechanisms to increase trust and effective communication between management and Councillors.	5.1 Promote a positive feedback culture through improvements in induction training to build trust and ensure a collegiate approach.	June 2021	<i>The Councillor Induction Program commenced in November 2020 and was completed by May 2021. Councillors provided positive feedback on the quality of the Program. This has built a good foundation of trust and relationships in the Council.</i>	✓
	5.2 Establish the practice of prioritising the discussion, listening, conversing and debriefing by asking more questions, acknowledging each other's points and being respectful of each other.	June 2020	<i>The Mayor has given each Councillor opportunities to raise their points, listen to each other and converse at Council Briefings and Meetings before making decisions.</i>	✓
	5.3 Continue with the current practice of open communication and engagement through memorandums.	June 2020	<i>Memorandums are used as formal communication to inform and engage Councillors in the lead up to Councillor Briefings and Meetings. These generate opportunities for further discussions and engagement.</i>	✓
	5.4 Explore more opportunities for information sharing amongst Councillors and Management to enhance the relationship.	June 2020	<i>Communication amongst Management and Councillors has occurred on all key issues and items presented. These contributed to more informed decision making, relationship building and trust amongst Council.</i>	✓
	5.5 Involve the management in local community engagement sessions, Ward meetings (brief Councillors), openings and events that Councillors may already be in attendance to build trust and improve relationships.	June 2021	<i>Benchmarking was conducted for Ward meetings which are scheduled to be held during 2021. Management have worked closely with Councillors to hold community engagement sessions, including successful local pop ups, openings and events.</i>	✓
	5.6 Implement debriefing sessions as a component of the Closed Council Agenda, to identify any issues that arose, or areas for improvement to build strength, resilience and collegiality within the Council.	June 2020	<i>A debrief discussion is held at the end of every Council Meeting. Debrief minutes are presented to Council, noted at the following Council Meeting and included in the CEO Quarterly Report.</i>	✓

Executive Summary**12.4 Councillor Induction Training - Declaration of Completion of Councillor Induction**

Enquiries: (Brianna Alcock: Chief Financial Office)

Council Plan

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

Purpose

To brief Council on the completion of the Councillor Induction Training program and to table the Declaration of Completion forms by Councillors.

Recommendation (Chief Financial Officer)

That Council:

1. Notes the completion of the Councillor Induction Training; and
2. Receives the written *Declaration of Completion of Training* from all Councillors, which will be made publicly available on Council's website after the conclusion of this meeting.

Key Points / Issues

- As per Section 32 and 33 of the *Local Government Act 2020*:

32 Councillor induction training

- 1) A Councillor must complete Councillor Induction training within 6 months after the day the Councillor takes the oath or affirmation of office.
- 3) A Councillor must make a written declaration before the Chief Executive Officer after completing Councillor induction training that —
 - (a) states that the Councillor has completed the Councillor induction training; and
 - (b) dated and signed.

33 Failure to take Councillor induction training and make declaration

- 1) If a Councillor fails to —
 - a) Take or complete Councillor induction training as required by section 32(1); and
 - b) Make a written declaration as required by section 32(3) – the Councillor's allowance is withheld until the Councillor has completed induction training and made the written declaration.
- 2) A Councillor is entitled to receive any allowance that is withheld under subsection (1) after the Councillor —
 - a) Takes or completes Councillor induction training as required by section 32(1); and
 - b) Makes a written declaration as required by section 32(3).

12.4 Councillor Induction Training - Declaration of Completion of Councillor Induction
Executive Summary

- Councillors have participated in extensive Induction Training over the past six months, since they took their oath, and selected components were set as mandatory modules required to be completed within this timeframe.
- Training has taken the form of both in-person training sessions and online eLearning modules.
- In-person training sessions were provided under the supervision of the Manager Governance and Information. On-line modules were provided through the eLearning section in the Councillor Portal.
- All Councillors completed the Induction training including the mandatory modules within the required six months and signed their written declaration by the commencement on this meeting.

Financial Impact

There are no financial implications associated with this report.

Consultation**1. External Stakeholders**

Nil.

2. Other Stakeholders

Confirmation of the completion of eLearning modules was obtained from People & Culture Training and Development department.

A Training and Development register was maintained for the duration of the training to ensure that the progress of all Councillors were tracked for their completion of training.

Analysis (Environmental / Economic / Social Implications)

Nil

Legal / Policy / Council Plan ImpactCharter of Human Rights and Responsibilities

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

Legal

Under Section 32 and 33 of the Local Government Act 2020, it is a mandatory requirement that all Councillors complete their training within six-months of taking the Oath of Office. Failure to complete the training would result in withholding of Councillor's allowance until such time as the training has been completed.

Policy Impacts

Nil.

Officer's Declaration of Interests

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

Risk Mitigation

There are no risks identified with the report.

12.4 Councillor Induction Training - Declaration of Completion of Councillor Induction
Executive Summary**Conclusion**

It is recommended that Council notes the completion of the Councillor Induction Training Program and receives the *Declaration of Completion of Training* forms from all Councillors.

ATTACHMENTS

Nil

Executive Summary**12.5 Proposed Planning Scheme Amendment C141 - Planning Policy Framework Translation**

Enquiries: (Suzane Becker: Communities)

Council Plan

Community Outcome:	4. A Well Managed City
Strategy:	4.2 Systems
Priority Action	4.2.2 Embed a culture of Business Improvement to improve processes, applications and utilisation

Purpose

To brief Council on proposed Planning Scheme Amendment C141 which proposes to translate our current Planning Scheme into the new version of the Planning Scheme. No new additional content is introduced and is policy neutral amendment.

Recommendation (Director Communities)

That Council:

1. Notes the substantial work undertaken in relation to the proposed Frankston Planning Scheme Amendment C141;
2. Authorises the Chief Executive Officer to sign the letter of support which authorises the Minister for Planning to:
 - a. Be exempted from the public notification requirements of the Planning and Environment Act 1987 for Frankston Planning Scheme Amendment C141 pursuant to Section 20(4) of the *Planning and Environment Act 1987*; and
 - b. Prepare, adopt and approve Frankston Planning Scheme Amendment C141 pursuant to Section 20(4) of the *Planning and Environment Act 1987*, to replace the Local Planning Policy Framework of the Frankston Planning Scheme with a new Municipal Planning Strategy at Clause 02, local policies within the Planning Policy Framework at Clauses 11-19 and a selected number of local schedules to overlays and operational provisions consistent with changes to the Victorian Planning Provisions introduced by Amendment VC148.

Key Points / Issues

- On 31 July 2018 the Department of Environment, Land, Water and Planning (DELWP) introduced the Planning Policy Framework (PPF) to all Planning Schemes via State Planning Scheme Amendment VC148. The PPF is a new structure intended to improve the operation of all Planning Schemes to align state and local policy into a three-tier structure which includes State, Regional and Local Policy.
- DELWP have been working with Frankston City Council officers to translate the local section of the Planning Scheme (Clause 21 Municipal Strategic Statement and 22 Local Policies) into the new Framework.
- A final draft of the PPF has been prepared by DELWP and reviewed by officers for the progression of a Ministerial Planning Scheme Amendment.

Financial Impact

There are no financial implications associated with this report.

**12.5 Proposed Planning Scheme Amendment C141 - Planning Policy Framework
Translation****Executive Summary**

Costs associated with the Planning Scheme Amendment will be undertaken by DELWP under the Smart Planning program which is funded and be undertaken in the 2020/2021 financial year. If Council was to undertake the Planning Scheme Amendment, the planning scheme approval fee for a 20(4) is approximately \$4,000.

Consultation**1. External Stakeholders**

The amendment will not be subject to the prescribed process in accordance with the public notice and consultation requirements of Section 19 of the *Planning and Environment Act 1987* given the policy neutral nature of the Planning Scheme Amendment. This is not required subject to the Minister for Planning supporting a Section 20(4) amendment under the Act.

Further engagement and consultation will be undertaken with community, key stakeholders, agencies and authorities during the planning scheme amendment process for the next Planning Scheme Review.

2. Other Stakeholders

There has been specific engagement undertaken with internal departments (Statutory Planning and Policy, Planning and Environmental Strategies) and DELWP authorities in relation to some of the proposed changes to the PPF.

Analysis (Environmental / Economic / Social Implications)

There are no known environmental, economic and social implications as this point of time.

Legal / Policy / Council Plan ImpactCharter of Human Rights and Responsibilities

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

Legal

Given the policy neutral nature of this amendment, it will have no particular legal impacts.

Policy Impacts

Municipal councils, as the planning authority, have a number of duties and powers. These duties and powers are listed at Section 12 of the Act. Under Section 12 a planning authority must have regard to:

- The objectives of planning in Victoria;
- The Minister's directions;
- The Victorian Planning Provisions; and
- The Frankston Planning Scheme

This Amendment proposal has had regard to Section 12 of the Act and is consistent with the requirements of Section 12.

**12.5 Proposed Planning Scheme Amendment C141 - Planning Policy Framework
Translation****Executive Summary**

In addition each amendment must address the Department of Environment Land Water and Planning publication *Strategic Assessment Guidelines for Planning Scheme Amendments*.

Officer's Declaration of Interests

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

Risk Mitigation

Given the nature of the Planning Scheme Amendment which is a translation into a new format in the main, it is considered unlikely that a large amount of the community will have significant interest in the amendment.

Conclusion

The PPF (Planning Policy Framework) translation re-aligns the planning scheme and ensures a streamlined approach to assist with assessment of planning permit applications.

The Planning Scheme is required to be reviewed every 4 years. This was completed by Frankston Planning Scheme Review Report adopted by Council at its 2 September 2019 Council Meeting. This Planning Scheme Amendment will be implementing the recommendations and intent of that Planning Scheme Review. The next Planning Scheme Review (Municipal Planning Strategy) is required to be commenced within 1 year following the preparation of the Council Plan.

ATTACHMENTS

Attachment A: [↓](#) Letter of Support - Frankston Planning Scheme Amendment C141
(Planning Policy Framework Translation) - Draft

12.5 Proposed Planning Scheme Amendment C141 - Planning Policy Framework Translation**Officers' Assessment****Background**

On 31 July 2018 the new Planning Policy Framework (PPF) was introduced into the Victoria Planning Provisions and the Frankston Planning Scheme via State Planning Scheme Amendment VC148. The PPF is intended to improve the operation of all Planning Schemes to align state and local policy into a three-tier structure which includes State, Regional and Local Policy. This reform was delivered by Smart Planning which is a division which sits within the Department of Environment, Land, Water and Planning.

The Smart Planning team have been working with planning officers in translating the current Municipal Strategic Statement and Local Policies into the PPF format.

The changes to the translated Planning Scheme are policy neutral. No new content has been included.

The new Planning Policy Framework keeps the same intent, strength and importance of current provisions while adhering to the new structure.

Issues and Discussions

The key objectives of the PPF translation are to:

- Remove duplication between State and Local Planning Policies;
- Introduce a three tier structure i.e. if you are looking for strategies and direction on 'Settlement' you can go to the one spot, 11.01-S for the State Section, 11.01-R for the Regional section and 11.01-L for the Local Section;
- Remove Local Policies (Clause 22), these have now been incorporated into the PPF;
- Remove non-planning related strategies within the Planning Scheme. These strategies are identified elsewhere as adopted documents or positions of Council. Where possible some of the existing policies have been reworded to be included in the local policy section or included as further strategic work;
- Define a structure for the local section which includes policy application, strategies, relevant policy documents which are specific to the Frankston City Council; and
- Introduce the Municipal Planning Strategy (MPS), which discusses context, key issues and sets the higher level objectives for planning in Frankston. This is restricted to a 5000 word limit.

A final draft of the PPF has been prepared by DELWP and reviewed by officers for the progression of a Ministerial Planning Scheme Amendment.

In response to the changes to the PPF, Zone and Overlay Schedules updates to some of the schedules in the Particular Provisions (Clause 50s), General Provisions (Clause 60s) and Operational Provision (Clause 70s) will need to be made. Most of the changes identified are administrative and update references to background documents.

Proposed Planning Scheme Amendment C141 (Planning Policy Framework Translation) has been prepared and it affects a number of Clauses in the Frankston Planning Scheme. The Amendment proposes to make the following changes:

- Introduce Clause 02 – Municipal Planning Statement;
- Introduce Clauses 11.03-1L – 19.03-5L;
- Delete Clauses 21.01 – 21.12 (Municipal Strategic Statement);

**12.5 Proposed Planning Scheme Amendment C141 - Planning Policy Framework
Translation****Officers' Assessment**

- Delete Clauses 22.01 – 22.10 (Local Policies);
- Amends Overlay Schedules Clause:
 - 43.01s Heritage Overlay;
- Amends Particular Provision Clause:
 - 52.08s Gaming;
- Amends Operational Provision Clause:
 - 72.04s Incorporated Documents in this Planning Scheme;
 - 72.08s Backgrounds Documents;
- Introduces Operational Provision Clause:
 - 74.01s Application of Zones, Overlays and Provisions; and
 - 74.02s Further Strategic Work

Options Available including Financial Implications

Option 1: Support the Amendment and the Amendment being undertaken by DELWP, with the Minister for Planning as the Planning Authority for this Amendment. There are no financial implications associated with this option.

Option 2: Do not support the Amendment and require Council officers to undertake the Planning Scheme Amendment. This option would require council resourcing.

There are no current resources included for this option within the Annual Budget. Consideration for funding will need to be referred to the midyear budget review.

Conclusion

The PPF translation re-aligns the planning scheme and ensures a streamlined approach to assist with assessment of planning permit applications.

The Planning Scheme is required to be reviewed every 4 years. This was completed by Frankston Planning Scheme Review Report adopted by Council at its 2 September 2019 Council Meeting. The next Planning Scheme Review (Municipal Planning Strategy) is required to be commenced within 1 year following the preparation of the Council Plan.

**Frankston City Council**

30 Davey Street, Frankston, Victoria, Australia
Telephone: 1300 322 322 » +613 9784 1888 » Facsimile: +613 9784 1094
PO Box 490, Frankston VIC 3199 » DX 19913 Frankston
Website: frankston.vic.gov.au
ABN: 49 454 768 065

Reference: A4424101
Enquiries:
Telephone:

19 July 2021

Hon Richard Wynne MP
Minister for Planning
[c/o planning.amendments@delwp.vic.gov.au](mailto:c/o_planning.amendments@delwp.vic.gov.au)

Dear Minister,

Re: Transition of the Frankston Planning Scheme to the new Planning Policy Framework (C141)

On behalf of the Frankston City Council, I write in support of the Planning Policy Framework translation project, that has been undertaken by the Department of Environment, Land, Water and Planning's Smart Planning Program.

I would like to acknowledge DELWP for their collaborative approach in developing a new Municipal Planning Strategy and policy framework that will provide a simpler and more readily understood planning scheme for council and the community.

I note that this is a generally policy neutral translation process, and acknowledge the work undertaken to ensure the existing local policy intentions contained in the current planning scheme have been maintained during the translation.

Frankston City Council, provides full support for the fast track process under Section 20(4) of the Planning and Environment Act 1987 for the proposed amendment C141 which introduces the new Planning Policy Framework (PPF) into the Frankston Planning Scheme.

For further information regarding this matter please contact XXXXX on XXXXX or email XXXXX.

Yours sincerely,

PHIL CANTILLON
CHIEF EXECUTIVE OFFICER

Executive Summary**12.6 Adoption of Governance Policies: Councillor Training & Development, and Councillor Enquiries**

Enquiries: (Brianna Alcock: Chief Financial Office)

Council Plan

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

Purpose

To seek Council's formal adoption of the Councillor Training & Development Policy, and Councillor Enquiries Policy.

Recommendation (Chief Financial Officer)

That Council:

1. Notes the draft Councillor Training & Development Policy, and draft Councillor Enquiries Policy was publicly exhibited for consultation with the community for a period of four weeks, and no submissions were received; and
2. Adopts the Councillor Training & Development Policy and Councillor Enquiries Policy.

Key Points / Issues

- At its meeting on 15 February 2021, it was resolved that Council:
 1. *Notes the draft Councillor Training and Development Policy and draft Councillor Enquiries Policy;*
 2. *Endorses both Policies to be publicly exhibited for a period of four (4) weeks; and*
 3. *Seeks a report back by no later than May 2021 to adopt both Policies, taking into account any feedback received by the community.*
- A notice was published in the Frankston Leader newspaper and on Council's website inviting the public to make written submissions on the draft Councillor Training & Development Policy and draft Councillor Enquiries Policy.
- No written submissions were received in relation to these Policies during the consultation period.
- Since the Policies were advertised for public submissions the Councillor Enquiries process has been reviewed further to consider how enquiries can be better tracked and it was determined that all enquiries should be emailed to the Councillors Office email in the first instance. The process remains the same otherwise.

Councillor Training and Development Policy

- The list of industry approved conferences included in the revised Councillor Training and Development Policy (Policy), have been identified as essential and effective programs that will provide personal development opportunities and the essential knowledge and skills, to support Councillors to perform their roles effectively. Any activities undertaken will be managed in accordance with Council's procurement process.

12.6 Adoption of Governance Policies: Councillor Training & Development, and Councillor Enquiries**Executive Summary**

- The list may be altered to include specific areas of training and development deemed to be appropriate as situations arise, e.g. media training. Other training issues may emerge which directly relate to specific service areas and other community issues and address environmental, social and economic challenges facing the community.
- Officers will work with Councillors throughout the term to identify any skill gaps and other training needs, to ensure they receive the necessary support required to contribute to their personal development and growth.
- Further, officers will assess the effectiveness of these programs annually, to ensure they meet the needs of the role in accordance with the *Local Government Act 2020*.
- The Policy provides a framework to enable the effective management and administration of Councillor training and development. It provides appropriate guidelines for the use and management of funds allocated for Councillor training.
- It is a requirement within the Policy that it be reviewed and presented to Council no later than three (3) months after each general Council election.
- A revised Policy is now presented to Council for consideration and has been modified to incorporate the following:
 - New provision around the PDA not being utilised within the 6 months of the term;
 - List of industry approved conferences, seminars, events and or training programs; and
 - New application form for Councillors to complete for any Training and Development opportunities.
- The remainder of the changes highlighted are minor amendments to provide clarity around roles and responsibilities, as well as the requirements within the Council Expenses Policy.

Councillor Enquiries Policy

- A review of the Councillor Request process was undertaken in October 2020, after a number of issues were identified in the process.
- Council's Business Transformation Team led the process review and worked with a number of key internal stakeholders to identify the root cause analysis and prepared a future state process, which was discussed with Councillors at a briefing on Wednesday 9 December 2020. All Councillors were in attendance at the briefing.
- The draft Councillor Enquiries Policy (Policy) has been prepared to outline the process for how enquiries received by Councillors will be managed. This also includes enquiries that Councillors may have received directly by members of the public.
- The Policy supports Council's overall position in providing a consistent customer experience to members of the public, in addition to a customer centric culture within the organisation.
- A Councillor Enquiry has been classified into three (3) separate categories, being:
 - General enquiry, which means a customer request that will take between 2 – 7 days to action through determination by the relevant Director or relevant Manager;

**12.6 Adoption of Governance Policies: Councillor Training & Development, and
Councillor Enquiries
Executive Summary**

- Councillor questions, which means any question (singular through to multiple) that is received from a Councillor that requires a response from a Director or Manager; and
- Councillor request, which means a matter that is complex or may take more than 7 days to action through determination by the relevant Director or relevant Manager.

Financial Impact

There are financial costs associated with the public advertisement, however, these costs can be accommodated within existing budgets.

Consultation**1. External Stakeholders**

No formal consultation has been undertaken with external stakeholders. Both Policies were placed on public exhibition following in principle support by Council.

2. Other Stakeholders

EMT, Councillors, Manager People and Culture, Manager Business Transformation and Governance have provided input in the development of these Policies.

Analysis (Environmental / Economic / Social Implications)

Community Engagement supports transparency and enables residents and investors to have a voice on topics of interest including environmental, social and economic issues to help share the future of the local area.

Legal / Policy / Council Plan ImpactCharter of Human Rights and Responsibilities

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

Legal

There are no legal or statutory obligations associated with this report.

Policy Impacts

The Councillor Training and Development Policy adopted by Council at its meeting on 11 December 2017, will be superseded by the new draft Policy.

The draft Councillor Enquiries Policy is a new Policy.

Officer's Declaration of Interests

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

Risk Mitigation

There are no risks associated with this report.

**12.6 Adoption of Governance Policies: Councillor Training & Development, and
Councillor Enquiries****Executive Summary****Conclusion**

These Policies will enable a consistent approach to drive continuous improvement across the organisation's governance practices. It is recommended that the Councillor Training & Development Policy and Councillor Enquiries Policy be adopted.

ATTACHMENTS

- Attachment A: [!\[\]\(e492b5d52ab457a7a3c2826c4091dfee_img.jpg\)](#) Marked Version - draft Councillor Training and Development Policy
- Attachment B: [!\[\]\(1d9440fab1f214291ce1c26a75f9c2cd_img.jpg\)](#) Clean Version - Councillor Training and Development Policy
- Attachment C: [!\[\]\(6be2e1cb461308cfbb51376f893366b1_img.jpg\)](#) Councillor Enquiries Policy

Councillor Training and Development Policy

Draft



A4378512

Lifestyle Capital of Victoria

1. Purpose and Intent

Council recognises the importance of appropriate training and professional development to support and assist Councillors in the effective performance of their **official duties and functions**. Councillors are encouraged to undertake appropriate training and professional development during their term in office.

This Policy provides:


- Councillors with support to undertake appropriate and approved professional development opportunities to assist and support them to undertake and effectively fulfil their roles and responsibilities as Councillors as set out in the Local Government Act 2020 (Act), increase their understanding of the issues faced in local government and network with Councillors and Officers from other Councils;
- A framework for funding, approving, monitoring and accounting for training undertaken by Councillors;
- ~~To ensure~~ Fairness, equity and consistency in the provision of and access to training and development opportunities;
- ~~To ensure that Assurance that~~ funding for professional development is used for approved training and development purposes only; ~~and~~
- ~~To provide~~ Transparency in, and accountability for expenditure on Councillor training and development.

2. Scope

This Policy applies to all Councillors.

3. Definitions

CFO or delegate	means the Chief Financial Officer of Council, or another Council officer who has been given the responsibility for performing the particular duty or function on the CFO's behalf. The delegate must have an appropriate level of training relevant to the performance of the duty or function.
Council	means Frankston City Council.
Council business	means activities and matters relevant to Council's objectives, role and functions, as described in the Local government charter (Part 1A of the Act). It includes the performance of official duties and functions .



Council term	means the term of office of a Councillor.
Formal study	means training or education provided by a recognised tertiary education provider that leads to a formal qualification that is relevant to the Councillor's performance of their role as a Councillor or as Mayor.
Official duties and functions	means activities consistent with the role of a Councillor as defined in s.65 of the Act. It includes Council business , civic and statutory duties and activities conducted on behalf of Council to further the achievement of Council's objectives. Examples include preparing for, attending and participating in Council meetings, Councillor briefings, committee meetings, workshops and inspections; attending civic functions, representing Council at ceremonies and community events where formally invited as Councillor to undertake an official duty; attending public meetings, annual meetings or presentation dinners where invited as a Councillor; and attending meetings of community groups where invited to speak about Council programs or initiatives; private meetings with residents, ratepayers, community groups, developers etc, where arranged through official Council channels and details of discussions are documented in official records or diaries.
Out of pocket expenses	means expenses that have been met by the Councillor using their own funds, which may later be reimbursed.
Professional Development Allowance ('PDA')	means an allocation made in the Council's annual budget to meet the costs of Councillors' Professional Development, in accordance with this Policy. Each Councillor is entitled to an equal share of the PDA.
Reasonable	in relation to expenses and costs, means expenses and costs incurred in performing official duties and functions or Council business which, in amount and nature, are consistent with public expectations. When determining whether an expense or cost is reasonable , relevant factors will include whether the expense or cost is necessary, cost-conscious and capable of withstanding public scrutiny.

4. Authorisation

This Policy is managed by the **Governance and Information** Department, and is approved by Frankston City's Mayor and Council's Chief Executive Officer (CEO):

Mayor, Frankston City

CEO, Frankston City Council

in accordance with Frankston City Council resolution at its Council Meeting of xxxx.



5. Policy

5.1 Councillor Professional Development Allocation

5.1.1 Council will provide Corporate training or development opportunities for all Councillors, including (but not limited to):

- Induction – a structured program of training and information at the commencement of each new Council term, **which may include attendance at approved industry conferences and seminars; and**
- Statutory obligations and responsibilities as a Councillor – the legal framework within which local government operates.

~~• Attendance at approved industry conferences and seminars.~~

5.1.2 Approved Corporate training provided for all Councillors in accordance with clause 5.1.1, is in addition to the training and development budget as set out in clause 5.1.3.

5.1.3 A specific Councillor training and development allocation may be made in the Council's annual budget, to meet the costs of Councillor's Professional Development, in accordance with this Policy.

5.1.4 An annual budget allocation of \$3,000 per Councillor will be provided or \$12,000 per Councillor for the term of office.

~~— **Note:** At the time of preparing this Policy [November 2017], the annual budget allocation is \$3,000 per Councillor per year, or \$12,000 per Councillor for the term of office.~~

5.1.5 Each Councillor will be entitled to an annual Professional Development Allowance (PDA) equivalent to an equal share of the annual training and development budget.

5.1.6 The PDA must only be used for participation in approved study and training courses relevant to the role of a Councillor which provide a significant professional development opportunity to the benefit of Council and support and assist Councillors to effectively fulfil their responsibilities as Councillors.

5.1.7 Subject to this Policy, the PDA may be used for:

- Attendance at recognised and industry approved conferences, seminars or events (**refer to Appendix A for industry approved conferences, seminars, training or events that Councillors may want to consider attending during term**) (~~in addition to any Corporate approved conferences under clause 6.2~~)
- Individual training, coaching or mentoring
- Other approved training and development.

5.1.8 The PDA may also be used to pay for **reasonable** costs relating to attending or participating in approved training or development, including:

- Travel and transport

- Accommodation
- Meals and other necessary out of pocket expenses.

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

5.1.10 Use of the PDA is subject to the following conditions:

- The PDA is not transferable between Councillors and cannot be used for other purposes;
- An application for a Councillor to spend more than the annual PDA allocation (currently \$3,000) in any single year, must be approved by a resolution of Council after consideration of a written submission from the Councillor requesting approval of the additional expenditure;
- **Councillors cannot attend any PDA within the last 6 months of their term;**
- All providers used must be approved, accredited and registered with an appropriate body or association
- No Councillor may spend more than the total projected PDA budget for their term of office (currently \$12,000) on their personal professional development in each term of office i.e. in any four (4) year period
- Councillors must not personally pay for any training or development and seek reimbursement of expenditure. All training providers are required to invoice Council and will be paid by Council following confirmation that the requirements for accreditation and registration have been met.

5.2 MAV 'Credit points'

5.2.1 Council accrues 'credit points' from training undertaken through the Municipal Association of Victoria (MAV). Allocation of the accrued 'credit points' will be on equal share basis for each Councillor at the start of each year of the Council term.

5.2.2 At the start of each year of the Council term the **Manager Governance and Information and/or Manager People and Culture** will provide advice to Council on the allocation of 'credit points' available to each Councillor.

5.2.3 'Credit points' may be used to supplement the PDA for any Councillor for any training undertaken through the MAV.

5.2.4 Councillors may not re-allocate any 'credit points' to another Councillor or use them for any purpose other than training and development.

5.2.5 Any accrued 'credit points' at the end of a Council term will carry over to the next Council term, for use by incoming Councillors.



5.3 Formal Study

5.3.1 A Councillor may undertake **formal study** relevant to the role of the Mayor or Councillor, subject to this Policy.

5.3.2 Participation in any **formal study** must be approved by Council resolution, subject to the following conditions and considerations:

Conditions

- The course must be directly relevant to the role of a Councillor or Mayor
- The course must be formally recognised and accredited
- The provider must be a Registered Training Organisation (RTO) and must hold appropriate professional accreditation and/or memberships etc.

Considerations

- The indirect costs associated with and additional to the cost of enrolment in the course (e.g. location, accommodation, travel etc.)
- The status of the qualification obtained, if applicable
- Any Continuing Professional Development (CPD) requirements e.g. whether the course has mandatory CPD requirements to maintain the status of the qualification
- The potential for the training to be used for personal gain, future employment or income-earning opportunities.

5.3.3 The Manager **Governance and Information and/or Manager People and Culture** will provide advice on any **formal study** proposed to be undertaken by a Councillor.

5.3.4 Where a course extends beyond the Councillor's term of office, Council will only pay the fees and associated costs relating to the current term of office.

5.3.5 Councillors are required to provide appropriate evidence of attendance at and the successful completion of each unit of study.

5.3.6 Failure to attend or to pass any required examinations or assignments will result in the termination of Council payment for the study i.e. Council will not pay for a Councillor to repeat a unit or part of a course.

5.3.7 Course or tuition fees may be paid by Council up-front, subject to a resolution of Council.

5.3.8 Such payment must be refunded to Council in the event that the Councillor fails to complete a required unit or course of study, unless there are mitigating circumstances which are accepted and approved by the Mayor and the CEO.

5.4 Conferences, Seminars, Events and Training Courses

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

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

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

5.4.2 Council will not reimburse personal expenditure by Councillors on alcohol. Reimbursement of expenses is covered by the **Council Expenses Policy**.

5.4.3 Councillors' attendance at conferences, seminars, events and training within the state of Victoria must be approved by the **CFO ~~CEO or delegate~~**, or as determined by Council, in order for reimbursement of associated expenses to be claimable. **Councillors must complete the form in Appendix 2 to facilitate participation in professional development.**

5.4.4 Councillors' attendance at conferences, seminars, events and training outside the state of Victoria is subject to prior approval by Council after consideration of **an officer's report. a submission from the Councillor and the advice of the CEO or delegate.**

5.4.5 Matters relevant to the approval of a Councillor's attendance at a particular conference, seminar, event or training course are:

- (i) course topic, content, location, date and duration
- (ii) relevance of conference to **Council business** and the Councillor's personal development requirements
- (iii) analysis of the costs including the course, course material, travel and accommodation for the Councillor
- (iv) benefits expected to result from attendance.

5.4.6 Where overnight accommodation is required, the **CFO ~~CEO~~** or delegate, or as determined by **Council**, will arrange booking and payment for a Councillor's accommodation at the conference hotel (or appropriate nearby venue, in accordance with Council's Procurement Policy, if the cost is less than that promoted by the conference organiser).

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

- the purpose of the conference
- learning objectives and outcomes
- matters of relevance to the Frankston municipality
- issues for consideration by Council

- any recommendations or actions.

5.5 Procurement

Expenditure under this Policy will comply with Council's Procurement Policy and Guidelines, as relevant and applicable.

6. Roles and responsibilities

Councillors will:

- Undertake agreed and approved training, including general training as set out in this Policy; ~~out in clause 6.2, above.~~
- ~~Councillors are~~ Be required to ~~actually~~ complete the form in Appendix 2 to facilitate participation in professional development;
- ~~Councillors must~~ not personally pay for any training or development activity and then seek to be reimbursed. All training providers must invoice Council directly (and not an individual Councillor) for all training provided; ~~and~~
- After attending a conference, seminar, event or training course, ~~a Councillor will~~ provide a written summary to Council, which outlines the purpose of the conference, learning outcomes, matters of relevance to the Frankston municipality, issues for consideration by Council and any recommendations.

Manager Governance and Information and/or Manager People and Culture will:

- ~~The Manager Human Resources will~~ provide advice to Council at the start of each year of the Council term of office on the allocation of 'credit points' available to each Councillor.

~~Reports to Council~~

Coordinator Governance will:

- ~~Provide a~~ status report on expenditure of the PDA for each Councillor ~~will be provided to Council~~ at the end of each financial year.

7. Policy non-compliance

If a Councillor enters into an arrangement for training or enrolls for a course in contravention of this Policy, the costs or fees for such training or course may not be paid by Council.


If a Councillor personally pays for training or a course in contravention of this Policy, they may not be reimbursed for the training.

In such cases, payment of the fees or costs, or reimbursement of the fees or costs, must be approved by Council resolution.

Failure to comply with this Policy may result in Council not paying for the services, in which case the Councillor may personally incur the costs for any non-approved training.

8. Related documents

- Council Expenses Policy

- 
- Councillor Expense Reimbursement Protocol
 - Councillor Code of Conduct
 - Local Government Act 2020
 - Local Government (General) Regulations 2015
 - Procurement Policy and Guidelines

9. Implementation of the Policy

This Policy (in conjunction with other Related Documents) ~~will be implemented following endorsement by Council~~ will be made available on Council's website, intranet and Councillor Portal so that it can be used by Councillors to understand the training and professional development requirements.

10. Document History

Date approved	Change Type	Version	Next Review Date
	Revised	2	May 2025

Appendix A

Industry approved conferences, seminars, events or training programs

The following are deemed industry approved training programs, conferences, events and seminars that Councillors may want to consider attending throughout the term:

- Australian Company Directors Course
- Coaching and Mentoring Workshops
- Land Use Planning and Building
- MAV Councillor Development Program, which includes land use planning and building, roles and responsibilities of a Councillor, meeting procedures, decision making, understanding Council Finances, Public Speaking Workshop, Managing communications, media training, conflict management, speed reading, resilience and wellbeing, social media and cyber safety, emotional intelligence, negotiating and influencing capabilities
- MAV Graduate Diploma of Business Administration (Executive)
- MAV Understanding Local Government (eLearning Module)
- MAV Councillor Development Weekend
- MAV State Conference
- MAV State Council
- Managing Councillor Conduct
- National General Assembly
- VLGA Councillor Leadership Programs

Appendix B

Application Form: Councillor Training and Development

This form must be completed by Councillors to facilitate participation in professional development throughout the term.

Applications to attend interstate or overseas conferences, seminars, events or training must be discussed with the **CFO or delegate**, or as determined by Council, prior to arrangements being made.

Councillor Name	
-----------------	--

Type of Professional Development	
Conference	Seminar
Event	Professional Development (including training programs)

Name of Professional Development	
Date:	Location:
Cost \$	

****Please attach information about the professional development program**

How will participation at this professional development event meet the criteria in this Policy and will be of benefit to your role as Councillor?

Councillor signature	
Date	

Office use only		
Councillor budget allocation available	\$	
Does this meet the criteria within the Policy	Yes	No
Has the supporting material been attached?	Yes	No
Date forwarded to the CFO for approval		
Professional development approved by CFO	Yes	No
Signed by CFO		
Date		

Councillor Training and Development Policy

A4378512



Lifestyle Capital of Victoria

1. Purpose and Intent

Council recognises the importance of appropriate training and professional development to support and assist Councillors in the effective performance of their **official duties and functions**. Councillors are encouraged to undertake appropriate training and professional development during their term in office.

This Policy provides:

- Councillors with support to undertake appropriate and approved professional development opportunities to assist and support them to undertake and effectively fulfil their roles and responsibilities as Councillors as set out in the Local Government Act 2020 (Act), increase their understanding of the issues faced in local government and network with Councillors and Officers from other Councils;
- A framework for funding, approving, monitoring and accounting for training undertaken by Councillors;
- Fairness, equity and consistency in the provision of and access to training and development opportunities;
- Assurance that funding for professional development is used for approved training and development purposes only; and
- Transparency in, and accountability for expenditure on Councillor training and development.

2. Scope

This Policy applies to all Councillors.

3. Definitions

CFO or delegate	means the Chief Financial Officer of Council, or another Council officer who has been given the responsibility for performing the particular duty or function on the CFO's behalf. The delegate must have an appropriate level of training relevant to the performance of the duty or function.
Council	means Frankston City Council.
Council business	means activities and matters relevant to Council's objectives, role and functions, as described in the Local government charter (Part 1A of the Act). It includes the performance of official duties and functions .



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Formal study	means training or education provided by a recognised tertiary education provider that leads to a formal qualification that is relevant to the Councillor's performance of their role as a Councillor or as Mayor.
Official duties and functions	means activities consistent with the role of a Councillor as defined in s.65 of the Act. It includes Council business , civic and statutory duties and activities conducted on behalf of Council to further the achievement of Council's objectives. Examples include preparing for, attending and participating in Council meetings, Councillor briefings, committee meetings, workshops and inspections; attending civic functions, representing Council at ceremonies and community events where formally invited as Councillor to undertake an official duty; attending public meetings, annual meetings or presentation dinners where invited as a Councillor; and attending meetings of community groups where invited to speak about Council programs or initiatives; private meetings with residents, ratepayers, community groups, developers etc, where arranged through official Council channels and details of discussions are documented in official records or diaries.
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Professional Development Allowance ('PDA')	means an allocation made in the Council's annual budget to meet the costs of Councillors' Professional Development, in accordance with this Policy. Each Councillor is entitled to an equal share of the PDA.
Reasonable	in relation to expenses and costs, means expenses and costs incurred in performing official duties and functions or Council business which, in amount and nature, are consistent with public expectations. When determining whether an expense or cost is reasonable , relevant factors will include whether the expense or cost is necessary, cost-conscious and capable of withstanding public scrutiny.

4. Authorisation

This Policy is managed by the Governance and Information Department, and is approved by Frankston City's Mayor and Council's Chief Executive Officer (CEO):

Mayor, Frankston City

CEO, Frankston City Council

in accordance with Frankston City Council resolution at its Council Meeting of 19 July 2021.



5. Policy

5.1 Councillor Professional Development Allocation

- 5.1.1 Council will provide Corporate training or development opportunities for all Councillors, including (but not limited to):
- Induction – a structured program of training and information at the commencement of each new Council term, which may include attendance at approved industry conferences and seminars; and
 - Statutory obligations and responsibilities as a Councillor – the legal framework within which local government operates.
- 5.1.2 Approved Corporate training provided for all Councillors in accordance with clause 5.1.1, is in addition to the training and development budget as set out in clause 5.1.3.
- 5.1.3 A specific Councillor training and development allocation may be made in the Council's annual budget, to meet the costs of Councillor's Professional Development, in accordance with this Policy.
- 5.1.4 An annual budget allocation of \$3,000 per Councillor will be provided or \$12,000 per Councillor for the term of office.
- 5.1.5 Each Councillor will be entitled to an annual Professional Development Allowance (PDA) equivalent to an equal share of the annual training and development budget.
- 5.1.6 The PDA must only be used for participation in approved study and training courses relevant to the role of a Councillor which provide a significant professional development opportunity to the benefit of Council and support and assist Councillors to effectively fulfil their responsibilities as Councillors.
- 5.1.7 Subject to this Policy, the PDA may be used for:
- Attendance at recognised and industry approved conferences, seminars or events (refer to Appendix A for industry approved conferences, seminars, training or events that Councillors may want to consider attending during term)
 - Individual training, coaching or mentoring
 - Other approved training and development.
- 5.1.8 The PDA may also be used to pay for **reasonable** costs relating to attending or participating in approved training or development, including:
- Travel and transport
 - Accommodation
 - Meals and other necessary out of pocket expenses.



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

5.1.10 Use of the PDA is subject to the following conditions:

- The PDA is not transferable between Councillors and cannot be used for other purposes;
- An application for a Councillor to spend more than the annual PDA allocation (currently \$3,000) in any single year, must be approved by a resolution of Council after consideration of a written submission from the Councillor requesting approval of the additional expenditure;
- Councillors cannot attend any PDA within the last 6 months of their term;
- All providers used must be approved, accredited and registered with an appropriate body or association
- No Councillor may spend more than the total projected PDA budget for their term of office (currently \$12,000) on their personal professional development in each term of office i.e. in any four (4) year period
- Councillors must not personally pay for any training or development and seek reimbursement of expenditure. All training providers are required to invoice Council and will be paid by Council following confirmation that the requirements for accreditation and registration have been met.

5.2 MAV 'Credit points'

- 5.2.1 Council accrues 'credit points' from training undertaken through the Municipal Association of Victoria (MAV). Allocation of the accrued 'credit points' will be on equal share basis for each Councillor at the start of each year of the Council term.
- 5.2.2 At the start of each year of the Council term the Manager Governance and Information and/or Manager People and Culture will provide advice to Council on the allocation of 'credit points' available to each Councillor.
- 5.2.3 'Credit points' may be used to supplement the PDA for any Councillor for any training undertaken through the MAV.
- 5.2.4 Councillors may not re-allocate any 'credit points' to another Councillor or use them for any purpose other than training and development.
- 5.2.5 Any accrued 'credit points' at the end of a Council term will carry over to the next Council term, for use by incoming Councillors.



5.3 Formal Study

- 5.3.1 A Councillor may undertake **formal study** relevant to the role of the Mayor or Councillor, subject to this Policy.
- 5.3.2 Participation in any **formal study** must be approved by Council resolution, subject to the following conditions and considerations:

Conditions

- The course must be directly relevant to the role of a Councillor or Mayor
- The course must be formally recognised and accredited
- The provider must be a Registered Training Organisation (RTO) and must hold appropriate professional accreditation and/or memberships etc.

Considerations

- The indirect costs associated with and additional to the cost of enrolment in the course (e.g. location, accommodation, travel etc.)
 - The status of the qualification obtained, if applicable
 - Any Continuing Professional Development (CPD) requirements e.g. whether the course has mandatory CPD requirements to maintain the status of the qualification
 - The potential for the training to be used for personal gain, future employment or income-earning opportunities.
- 5.3.3 The Manager Governance and Information and/or Manager People and Culture will provide advice on any **formal study** proposed to be undertaken by a Councillor.
- 5.3.4 Where a course extends beyond the Councillor's term of office, Council will only pay the fees and associated costs relating to the current term of office.
- 5.3.5 Councillors are required to provide appropriate evidence of attendance at and the successful completion of each unit of study.
- 5.3.6 Failure to attend or to pass any required examinations or assignments will result in the termination of Council payment for the study i.e. Council will not pay for a Councillor to repeat a unit or part of a course.
- 5.3.7 Course or tuition fees may be paid by Council up-front, subject to a resolution of Council.
- 5.3.8 Such payment must be refunded to Council in the event that the Councillor fails to complete a required unit or course of study, unless there are mitigating circumstances which are accepted and approved by the Mayor and the CEO.

5.4 Conferences, Seminars, Events and Training Courses

- 5.4.1 Where a Councillor is attending a conference, seminar or event as an authorised representative of Council, Council will:
- pay the registration fees on registration of the Councillor
 - reimburse or pay all **reasonable expenses** for travel, transport, accommodation, meals and other necessary associated **out of pocket expenses** on production of appropriate tax invoices.

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

- 5.4.2 Council will not reimburse personal expenditure by Councillors on alcohol. Reimbursement of expenses is covered by the Council Expenses Policy.
- 5.4.3 Councillors' attendance at conferences, seminars, events and training within the state of Victoria must be approved by the CFO, or as determined by Council, in order for reimbursement of associated expenses to be claimable. Councillors must complete the form in Appendix 2 to facilitate participation in professional development.
- 5.4.4 Councillors' attendance at conferences, seminars, events and training outside the state of Victoria is subject to prior approval by Council after consideration of an officer's report.
- 5.4.5 Matters relevant to the approval of a Councillor's attendance at a particular conference, seminar, event or training course are:
- course topic, content, location, date and duration
 - relevance of conference to **Council business** and the Councillor's personal development requirements
 - analysis of the costs including the course, course material, travel and accommodation for the Councillor
 - benefits expected to result from attendance.
- 5.4.6 Where overnight accommodation is required, the CFO or delegate, or as determined by **Council**, will arrange booking and payment for a Councillor's accommodation at the conference hotel (or appropriate nearby venue, in accordance with Council's Procurement Policy, if the cost is less than that promoted by the conference organiser).
- 5.4.7 After attending a conference, seminar, event or training course, a Councillor is required to provide a written summary to Council, which outlines:
- the purpose of the conference
 - learning objectives and outcomes
 - matters of relevance to the Frankston municipality
 - issues for consideration by Council
 - any recommendations or actions.



5.5 Procurement

Expenditure under this Policy will comply with Council's Procurement Policy and Guidelines, as relevant and applicable.

6. Roles and responsibilities

Councillors will:

- Undertake agreed and approved training, including general training as set out in this Policy;
- Be required to complete the form in Appendix 2 to facilitate participation in professional development;
- Not personally pay for any training or development activity and then seek to be reimbursed. All training providers must invoice Council directly (and not an individual Councillor) for all training provided; and
- After attending a conference, seminar, event or training course, provide a written summary to Council, which outlines the purpose of the conference, learning outcomes, matters of relevance to the Frankston municipality, issues for consideration by Council and any recommendations.

Manager Governance and Information and/or Manager People and Culture will:

- provide advice to Council at the start of each year of the Council term of office on the allocation of 'credit points' available to each Councillor.

Coordinator Governance will:

- Provide a status report on expenditure of the PDA for each Councillor at the end of each financial year.

7. Policy non-compliance

If a Councillor enters into an arrangement for training or enrolls for a course in contravention of this Policy, the costs or fees for such training or course may not be paid by Council.


If a Councillor personally pays for training or a course in contravention of this Policy, they may not be reimbursed for the training.

In such cases, payment of the fees or costs, or reimbursement of the fees or costs, must be approved by Council resolution.

Failure to comply with this Policy may result in Council not paying for the services, in which case the Councillor may personally incur the costs for any non-approved training.

8. Related documents

- Council Expenses Policy
- Councillor Expense Reimbursement Protocol
- Councillor Code of Conduct
- Local Government Act 2020

- 
- Local Government (General) Regulations 2015
 - Procurement Policy and Guidelines

9. Implementation of the Policy

This Policy (in conjunction with other Related Documents) will be made available on Council's website, intranet and Councillor Portal so that it can be used by Councillors to understand the training and professional development requirements.

10. Document History

Date approved	Change Type	Version	Next Review Date
	Revised	2	May 2025

Appendix A

Industry approved conferences, seminars, events or training programs

The following are deemed industry approved training programs, conferences, events and seminars that Councillors may want to consider attending throughout the term:

- Australian Company Directors Course
- Coaching and Mentoring Workshops
- Land Use Planning and Building
- MAV Councillor Development Program, which includes land use planning and building, roles and responsibilities of a Councillor, meeting procedures, decision making, understanding Council Finances, Public Speaking Workshop, Managing communications, media training, conflict management, speed reading, resilience and wellbeing, social media and cyber safety, emotional intelligence, negotiating and influencing capabilities
- MAV Graduate Diploma of Business Administration (Executive)
- MAV Understanding Local Government (eLearning Module)
- MAV Councillor Development Weekend
- MAV State Conference
- MAV State Council
- Managing Councillor Conduct
- National General Assembly
- VLGA Councillor Leadership Programs

Appendix B

Application Form: Councillor Training and Development

This form must be completed by Councillors to facilitate participation in professional development throughout the term.

Applications to attend interstate or overseas conferences, seminars, events or training must be discussed with the **CFO or delegate**, or as determined by Council, prior to arrangements being made.

Councillor Name			
Type of Professional Development			
Conference	Seminar		
Event	Professional Development (including training programs)		
Name of Professional Development			
Date:	Location:		
Cost \$			

****Please attach information about the professional development program**

How will participation at this professional development event meet the criteria in this Policy and will be of benefit to your role as Councillor?

Councillor signature	
Date	

Office use only		
Councillor budget allocation available	\$	
Does this meet the criteria within the Policy	Yes	No
Has the supporting material been attached?	Yes	No
Date forwarded to the CFO for approval		
Professional development approved by CFO	Yes	No
Signed by CFO		
Date		

Councillor Enquiries Policy



A4386282

Lifestyle Capital of Victoria

1. Purpose and Intent

This Policy outlines the process for how enquiries received by Councillors will be managed. This includes enquiries that Councillors may have received directly by members of the public.

2. Scope

This Policy applies to Councillors, Chief Executive Officer, Executive Management Team (EMT), Management Team, Executive Assistants, Coordinators, Councillor Support Team and the Governance Unit at Council.

3. Definitions

CEO:	means Chief Executive Officer at Frankston City Council.
Council:	means Frankston City Council.
Councillor request:	means a matter that is complex or may take more than 7 business days to action through determination by the relevant Director or relevant Manager.
Councillor questions:	means any question (singular through to multiple) that is received from a Councillor that requires a response from a Director or Manager.
General enquiry:	means a customer request that will take between 2 – 7 business days to action through determination by the relevant Director or relevant Manager.

4. Authorisation

This Policy is managed by the Governance and Information Department, and is approved by Frankston City's Mayor and Council's Chief Executive Officer (CEO):

Mayor, Frankston City

CEO, Frankston City Council

in accordance with Frankston City Council resolution at its Council Meeting of 19 July 2021.

5. Policy

5.1 General enquiry

- 5.1.1 If a Councillor has a general enquiry, the Councillor must email Councillors Office who will then notify the CEO, relevant Director (cc CEO) or Manager (cc Director and CEO).



- 5.1.2 The CEO, relevant Director and/or Manager will provide an interim response to the Councillor directly within 2 business days. If the enquiry can be resolved within 2 to 7 business days, the Councillor will be notified accordingly. If the matter requires investigation or further time to action, the enquiry will be logged as a Councillor Request.
- 5.1.3 If a Councillor submits an enquiry that requires a response from several business units, the enquiry will be allocated to the relevant Managers to provide a response, which will be collated by the Councillor Support Team. The response will be sent by the Councillor Support Team to all Councillors (where relevant) within 48 hours.
- 5.1.4 For general enquiries that are not a Councillor Request, a copy of the response will be logged into the Councillor Portal for reference by all Councillors.

5.2 Councillor questions

- 5.2.1 If a Councillor submits questions to EMT, Managers or the Councillors Office, and the matter is a straight forward response, the relevant Director or Manager will respond to the Councillor directly and details of the matter will be transcribed into the Councillor Question Register, which will be made available on the Councillor Portal.
- 5.2.2 If there are multiple questions, the Councillor Support Team will transcribe the questions into a template and distribute to EMT for a response.
- 5.2.3 EMT will have 6 clear days to provide responses. The Councillor Support Team will consolidate and communicate the responses to all Councillors via the Daily Portal update.

5.3 Councillor Requests

- 5.3.1 If an enquiry is logged as a Councillor Request, the matter will be generated in Council's Pathway system. If the matter was raised by a Councillor, the Councillor will be contacted within 24 hours confirming the Councillor Request number. If the matter was raised by a Councillor on behalf of a resident, both the resident and the Councillor will be contacted within 24 hours confirming the Councillor Request number.
- 5.3.2 The Request will be assigned to the relevant Manager to action and an estimated time frame for the matter to be resolved will be provided within 7 clear days.
- 5.3.3 The relevant Manager will be required to provide status updates within the Pathway system in accordance with Council's Councillor Enquiries Protocol.
- 5.3.4 For enquiries that are considered completed, the relevant Manager must inform the resident (and cc the Councillor) or the Councillor (if the request was raised by the Councillor) of the outcome.
- 5.3.5 If the enquiry was raised by the Councillor on behalf of the resident, the Manager must make final contact with the originating resident to provide a final update and advice of closure of the issue. Confirmation from the originating resident that the request can be closed must be provided, which must be documented in Pathway.

The Manager will then change the status to 'Pending Closure' and the Councillor will be notified accordingly.

5.3.6 If the enquiry was raised by a Councillor, the Manager will change the status to 'Pending Closure' and the Councillor will be notified accordingly.

5.3.7 If the Councillor has any issues with the request being closed, the Councillor will have 7 clear days to respond, prior to the matter being closed in Pathway.

6. Roles and responsibilities

CEO, Executive Management and Management Team

- Responsible for complying with the Policy and Councillor Enquiries and Request Protocol;
- Responsible for responding to Councillor enquiries within the agreed timeframes; and
- Responsible for overseeing the Councillor Requests for their respective directorates in a timely fashion.

Councillors

- Responsible for complying with the Policy; and
- Responsible for providing the Councillor Support team within the minimum required information when a Councillor Request is raised.

Manager Governance and Information

- Oversee the function of the Councillor Request process;
- Ensure the Policy and Councillor Enquiries and Request Protocol is regularly reviewed; and
- Monitor the process and administrative arrangements and make any necessary improvements.

Governance and Councillor Support Officers

- Responsible for logging Councillor requests within the Pathway system;
- Responsible for maintaining the Councillor Question Register;
- Responsible for complying with the Policy and Councillor Enquiries Protocol; and
- Carry out the administration and reporting functions.

7. Policy non-compliance

Failure to comply with this Policy will be dealt with by the CEO or Director as appropriate.

8. Related documents

- Councillor Enquiries and Requests Protocol;
- Local Government Act 2020
- Councillor and Staff Interaction Policy



9. Implementation of the Policy

This Policy (in conjunction with other Related Documents) will be made available on Council's website and intranet, so that it can be used by Councillors, CEO, the Executive Management and Management Team, to understand the Councillor enquiries and request process.

10. Document History

Date approved	Change Type	Version	Next Review Date
	New	1	June 2025

Executive Summary**12.7 Complaints and Feedback Policy**

Enquiries: (Fiona McQueen: Business Innovation and Culture)

Council Plan

Community Outcome:	4. A Well Managed City
Strategy:	4.1 Services
Priority Action	4.1.3 Ensure a positive customer experience

Purpose

To brief Council on the draft Complaints and Feedback Policy and to seek endorsement to release the draft policy for public consultation.

Recommendation (Director Business Innovation and Culture)

That Council:

1. Notes the Draft Complaints and Feedback Policy (Policy);
2. Endorses the Policy to be publicly exhibited for a period of four (4) weeks from Tuesday 20 July to Tuesday 17 August 2021; and
3. Seeks a report back no later than the 20 September 2021 Council Meeting, taking into account any submissions received.

Key Points / Issues

- The Customer Service and Experience team has developed a new Complaints and Feedback Policy in line with requirements outlined in the Local Government Act 2020. The draft policy is a formal expression of Council's commitment to providing an open, transparent, consistent and easy process for our customers when they wish to make a comment, formalise a complaint or share a compliment.
- This policy underpins strong governance and ensures our staff, volunteers and contractors follow best practice when responding to comments or complaints from our wide range of customers. It is also a helpful guide for customers to understand the ways to communicate with Council about decisions, actions, behaviours or services that impact them.
- By following this policy, Council will ensure all feedback provided by customers is acknowledged, taken seriously and acted on in a timely, fair and sensitive manner.
- The policy outlines a clear and phased approach that Council will follow in managing complaints, with key steps including:
 - Frontline resolution
 - Investigation
 - Independent internal review
 - Access to external review

12.7 Complaints and Feedback Policy**Executive Summary****Financial Impact**

There are no financial implications associated with this report.

Consultation**1. External Stakeholders**

Other Councils were contacted to benchmark and consult with variances in policy and consistency in handling processes.

2. Other Stakeholders

Council's Customer Service and Experience team worked collaboratively with the Governance and Information team to revise the policy. Additional Council officers feedback was sought through internal consultation.

A memorandum to Councillors was distributed week commencing 28 June 2021 to inform Councillors of the policy review and to seek their feedback prior to this Council Meeting.

Analysis (Environmental / Economic / Social Implications)

Socially, this policy will result in improved service delivery levels for all customers of Frankston City Council. Customers have a clear direction when logging complaints with Council and will feel comfortable with the process of how Council will comply with the new Local Law in Complaints Handling.

Well-handled complaints can restore trust between customer and Council, lead to better services and outcomes for individuals and result in new ways of improving services for customers.

Legal / Policy / Council Plan ImpactCharter of Human Rights and Responsibilities

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

Legal

The policy support Council's obligation under the Charter of Human Rights and Responsibilities Act 2006 and the Local Government Act 2020

Policy Impacts

This Policy is consistent with Council's Privacy Policy and Councillor Code of Conduct 2021, the Public Interest Disclosure Policy, the Communications Policy and the Staff Code of Conduct

Officer's Declaration of Interests

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

Risk Mitigation

Failure to have a clearly defined process for handling complaints can result in damaging Council's reputation and community trust and escalate to requiring involvement of Ministers or independent bodies (such as an Ombudsman) resulting in costly processes.

To ensure consistent customer service delivery across the organisation, including contractors and volunteers, this policy will be accompanied with ongoing internal

12.7 Complaints and Feedback Policy**Executive Summary**

training to ensure strict adherence and new processes to improve the understanding of key stakeholders.

Conclusion

The draft Complaints and Feedback Policy guides the way Council responds to comments, complaints or compliments received from customers about Council's decisions, actions, behaviours or services.

The policy is vital for ensuring a consistent level of service to all customers, while clearly detailing to customers the process for escalating their concerns in a constructive and meaningful way.

A period of community consultation will ensure the policy responds to the needs and desires of the community prior to finalisation and adoption at a future Council Meeting.

ATTACHMENTS

Attachment A:[↓](#) Draft Complaints and Feedback Policy

Complaints and Feedback Policy



(A4495681)

Lifestyle Capital of Victoria

1. Purpose and Intent

Frankston City Council is driven by the privilege of serving our community. This policy is a formal expression of Council's commitment to providing an open, transparent, consistent, and easy process for our customers when they wish to make a comment, formalise a complaint, or share a compliment. It clarifies the roles and responsibilities of Council officers, volunteers and contractors to ensure fair and objective management of customer feedback and complaints.

Council recognises that feedback from our customers provides the opportunity to listen, learn, and adapt as we constantly improve our services.

2. Scope

This Policy applies to complaints about Council officers, contractors and volunteers who deliver services on behalf of Council. A complaint may relate to an action taken or a decision made, or a delay or failure to take action or make a decision.

This Policy does NOT cover the following types of complaints, which are subject to separate processes:

- complaints about Councillors which relate to a breach of one of the standards of conduct – these are dealt with under the Councillor Code of Conduct.
- complaints about Councillors which involve a breach of the Local Government Act – these should be referred to the Local Government Inspectorate for assessment and appropriate action.
- complaints which involve allegations of criminal conduct – these should be referred to the police for investigation.
- complaints which involve allegations of corrupt conduct – these are subject to a special procedure which is set out in the Public Interest Disclosure Policy.
- complaints which involve a potential privacy breach – these should be immediately referred to Council's Privacy Officer for assessment and appropriate action, in accordance with Council's Privacy Policy.

3. Definitions

CEO	means Frankston City Council's Chief Executive Officer.
Council	means Frankston City Council.
Customer Complaint	<p>means a complaint that is an expression of dissatisfaction with:</p> <ul style="list-style-type: none"> • The quality of an action taken, decision made or service provided by Council or its representatives, that fails to reach the standard stated, implied or expected; and/or • A delay or failure in providing a service, taking an action, or making a decision by Council or its representatives. <p>It excludes requests for service.</p>
Customer Feedback	<p>describes opinions and complaints provided by Council's customers.</p> <p>It excludes requests for service.</p>
Customer Compliment	positive feedback about Council decisions, actions, behaviours, or services provided by its officers, contractors, or volunteers.
Feedback Handling System	means the way in which feedback is responded to by Council – including the relevant processes, system, roles and responsibilities, evaluation and improvement processes.
Request for Service	<p>means contact with Council to seek assistance, access to a new service, advice or to inform/request a service or obtain information.</p> <p>A request for service does not imply or require dissatisfaction.</p> <p>A request for service is not deemed a complaint and it is not feedback.</p>

4. Authorisation

This Policy is managed by the Community Relations Department, and is approved by Frankston City's Mayor and Council's Chief Executive Officer (CEO):

Mayor, Frankston City

CEO, Frankston City Council

in accordance with a resolution made by Frankston City Council at its meeting of xxxx.



5. Policy

Council's complaint handling process will generally follow the steps set out below-

5.1 Frontline Resolution

- 5.1.1 Customer facing officers receive the complaint, assess it and resolve it immediately, if possible.
- 5.1.2 The customer facing officer who receives the complaint will ensure that it is documented in the appropriate system, to ensure it can be actioned in accordance with Council's complaint handling protocol.

5.2 Investigation

- 5.2.1 If customer facing officers cannot resolve the complaint, they will refer it to an officer in the relevant department for investigation.
- 5.2.2 The officer handling the complaint will advise the customer who the contact person is, and that person will advise of the next steps.
- 5.2.3 Complaint handling staff will aim to resolve all complaints within 28 days. If it takes longer than 28 days to resolve a complaint, the officer will contact the customer prior to or at this time to explain the reasons for the delay.
- 5.2.4 Complaints that are not resolved within 28 days may be escalated to an experienced officer who was not involved in the original decision, to expedite a resolution.

5.3 Independent Internal Review

- 5.3.1 If the customer is not satisfied with the process or outcome of the frontline resolution or investigation, they can request that an independent internal review be undertaken, independent of the officer who took the action, the officer who made the decision and the officer who provided the service. An independent internal review can only be undertaken if it has been authorised by the CEO.
- 5.3.2 A request for an independent internal review will be referred to the CEO for consideration. The CEO will decide whether to accept or refuse a request for an independent internal review within 14 days of the receipt of the original written request.
- 5.3.3 An independent internal review, if authorised, will be referred to an independent reviewer. An independent reviewer may be an internal officer who was not involved in the original decision or review, or a suitably experienced or qualified person from an external agency.
- 5.3.4 The independent reviewer will undertake a fair and impartial review of the matter, and provide the outcome of their review and recommendations to the CEO for consideration.
- 5.3.5 At the conclusion of an independent internal review, the CEO will notify the customer in writing of the outcome of the independent internal review.

5.4 Access to external Review

If the customer is not satisfied with the process or outcome of the Independent Internal Review, Council will inform them of any available external review options, including the Victorian Ombudsman.



5.5 Complaints relating to privacy

Council is required to follow statutory processes set out in relevant privacy laws when responding to privacy complaints. Privacy complaints are complaints regarding the handling of information about individuals, including customers and staff.

Privacy breaches may require an immediate response, such as in the case of data security breaches where action needs to be taken to stop further disclosure of information.

All privacy complaints must be immediately referred to Governance and Information for assessment and response. Council's privacy officer can be contacted at privacy.officer@frankston.vic.gov.au.

5.6 Complaints about Councillors

The Councillor Code of Conduct 2021 sets out a process for dealing with a complaint alleging that a Councillor has breached one of the standards of conduct set out in the Code. The Dispute Resolution Procedure and Internal Arbitration Process set out in the Code can only be initiated by the Council (by formal Council resolution); a Councillor or a group of Councillors.

A complaint about a Councillor which involves an alleged breach of the Local Government Act 2020 (ie. misuse of position, conflict of interest, disclosure of confidential information, or an electoral offence) may be made directly to the Local Government Inspectorate.

5.7 Complaints received by Councillors

When a Councillor receives a complaint from a member of the community, they will refer it to the relevant department manager via the Councillor Request process. The manager will respond to the complaint in accordance with Complaints Handling Flowchart. Updates will be provided to the customer and the Councillor as appropriate, in accordance with the Councillor Request process.

5.8 Complaints involving allegations of corrupt conduct

Where a complaint involves allegations of corrupt conduct, it must be handled in accordance with the Public Interest Disclosure Act 2012 and the procedures outlined in Council's Public Interest Disclosure Policy.

The Public Interest Disclosure Act is intended to enable anyone to make a disclosure about improper conduct within the public sector without fear of reprisal. It aims to ensure openness and accountability by encouraging people to make disclosures and protecting them when they do.

A public interest disclosure can be received by:

- Stopline - Frankston City Council's hotline (An independent disclosure management service run by Stopline); or
- Council's Public Interest Disclosure Coordinator; or
- Council's Deputy Public Interest Disclosure Coordinator; or
- The Independent Broad-based Anti-Corruption Commission (IBAC).

Note that a disclosure about a Councillor must be made directly to the IBAC.

Contact details for the people and bodies which can receive a public interest disclosure are available in the Public Interest Disclosure Policy and on Council's website.



5.9 Complaints about contractors

Council recognises that we retain a level of responsibility for services carried out by contractors on our behalf. Any complaints received about Council contractors will be handled according to the above points and/or any relevant contractual requirements.

5.10 Customer Feedback

Customer feedback is an important way for Council to celebrate and share its successes. Customers will always be asked for consent before their feedback is shared outside the internal feedback process outlined in this policy. When Council receives a compliment either verbally or in writing this process will be followed:

- 5.9.1 The customer is acknowledged and thanked for their feedback.
- 5.9.2 The customer is asked if there is any request or restriction on sharing the feedback.
- 5.9.3 Record of the feedback is documented appropriately to evidence good practice.
- 5.9.4 The feedback is shared with the relevant department manager and or staff member.
- 5.9.5 Feedback is centrally reviewed by Council monthly to inform service delivery.

6. Roles and responsibilities

Customer Facing Officers

Customer facing officers are the first point of contact for the customer. This is not limited to Customer Service Officers; it includes all officers, volunteers and contractors who have contact with customers.

Customer facing officers are responsible for clarifying each complaint received, and either resolving the complaint or ensuring it is entered into the correct system to be actioned.

Team Leaders and Coordinators

Team Leaders and Coordinators play a role in supporting customer facing officers to achieve a resolution in the first instance. They may also provide support to Managers during the investigation stage.

Managers and Directors

Managers and Directors are responsible for complaints that have not been resolved at the front line. They are responsible for complaint investigation and managing the process, including communicating expected resolution timeframes to the customer and keeping them informed of the investigation. Managers and Directors will inform the customer of their right to escalate the complaint further for Independent Internal Review if they are not satisfied with the outcome.

Managers are responsible for ensuring that the relevant officer(s) are acknowledged for customer feedback, including notifying the relevant Director(s) and the CEO, and ensuring that acknowledgements are placed on the relevant officer personnel file.

Independent Internal Review officer

Appointed by the CEO, Council's independent internal review officer is responsible for conducting an independent internal review at the request of the CEO, when a customer is not satisfied with the outcome of an investigation by the relevant department. At the conclusion of the review, the independent internal review officer will make recommendations to the CEO.



CEO

The CEO is responsible for deciding whether to accept or refuse a request for an independent internal review. If the CEO authorises an independent internal review, the CEO will appoint an independent internal review officer to undertake the review. At the conclusion of the review, the CEO will notify the customer in writing of the outcome and any actions to rectify or remedy the situation.

The CEO will also acknowledge customer feedback as appropriate.

Coordinator Communications

The Senior Coordinator Communications is responsible for ensuring that comments and opinions on social media are captured in accordance with Council's Communications Policy.

7. Policy non-compliance

Non-compliance with this Policy has the potential to undermine public confidence in the Council.



8. Related documents

- Local Government Act 2020
- Public Interest Disclosure Act 2012
- Independent Broad-based Anti-corruption Commission Act 2011
- Privacy and Data Protection Act 2014
- Health Records Act 2001
- Privacy Act 1988
- Privacy Policy
- Unreasonable customer conduct Policy
- Charter of Human Rights and Responsibilities Act 2006
- Victorian Ombudsman Councils and Complaints - A Good Practice Guide
- Councillor Code of Conduct 2021
- Public Interest Disclosure Policy
- Communications Policy
- Staff Code of Conduct

9. Implementation of the Policy

This Policy will be published on Council's website and intranet so that it can be referred to by the community and employees of Council, including contractors and agency and/or labour hire staff engaged by Council, Audit and Risk Committee Members, Delegated Committee Members, Community Asset Committee Members and Councillors.

10. Document History

Date approved	Change Type	Version	Next Review Date

Executive Summary**12.8 Draft Municipal Early Years Plan 2021-2025 Adoption**

Enquiries: (Leonie Reints: Communities)

Council Plan

Community Outcome:	2. Liveable City
Strategy:	2.2 Vibrant and Engaged
Priority Action	2.2.3 Engage and support Frankston City's local areas and diverse communities to optimise facility usage and enhance equitable access to services

Purpose

To brief council and seek adoption of the Municipal Early Years Plan 2021-2025.

Recommendation (Director Communities)

That Council:

1. Notes the Draft Municipal Early Years Plan 2021-2025 (Plan) was publicly exhibited for four weeks from 21 April to 19 May 2021 with twenty survey submissions received and an additional four responses submitted via email and through an on-line meeting;
2. Notes the feedback from submissions have been incorporated into the final draft of the Plan;
3. Adopts the Plan; and
4. Notes officers will notify the submitters of its decision accordingly.

Key Points / Issues

- At its Meeting on 19 April 2021, it was resolved that Council:
 1. *Notes the draft Municipal Early Years Plan 2021-2025 (MEYP);*
 2. *Endorses the draft MEYP 2021-2025 be publicly exhibited to for a period of 4 weeks commencing 21 April 2021 and closing 19 May 2021; and*
 3. *Seeks a report back no later than July 2021, to consider for adoption the MEYP 2021-2025, taking into account any submissions received.*
- The draft MEYP was made available online through the Frankston City Council website with a link to a short survey to encourage feedback on the Plan. This was promoted through social media channels. A copy of the draft MEYP and link to the Survey Monkey was also emailed through professional network channels and to those who submitted feedback through the initial consultation period. Community members and stakeholders were invited to provide further feedback in small groups or individually.
- Twenty survey responses were received and another three responses were submitted via email and one provided verbal feedback via an on line Teams meeting. See Attachment A for Summary Report of submissions received.
- Respondents to engagement included community, representatives of local organisations working with children and families and internal colleagues. Additions to the MEYP from the feedback received included further promotion of mental health and resilience services and strengthening the relationship with Peninsula Health to support the early year's participation in the Achievement Program.

12.8 Draft Municipal Early Years Plan 2021-2025 Adoption**Executive Summary**

- The feedback has strengthened the current draft MEYP and has increased partnership opportunities with both internal and external stakeholders.
- The development of the draft MEYP has used the Community Building Outcomes Framework (CBOF) as the basis to planning. In addition to this, a suite of State and Federal Government early years planning frameworks including the Maternal and Child Health Principle Model; the National Early Years Learning Framework and the Ecological Model of Childhood Development were used to ensure the development of a broad perspective and measurable plan to support the best start in life for young children aged 0-6 years living in the municipality.
- The MEYP represents a holistic and robust roadmap for enabling best outcomes for families with children 0-6 years in the municipality, and integrated planning across Council, demonstrating a whole-of-Council commitment to the early years in Frankston City. Family Health Support Services Department will lead and have oversight of the implementation of the plan, and have ensured that all areas of Council with a stake in promoting early years are reflected in this Plan.
- A six monthly progress and impact monitoring of the Plan will be undertaken, with progress assessed on the basis of satisfactory achievement of actions, and impact assessed on the basis of benefits derived through the undertaking of each action. The Manager Family Health Support Services will submit an annual Municipal Early Years Plan Progress Report to Council, which will include:
 - Evaluation of progress to date;
 - Identification of risks, barriers, emerging trends; and
 - Recommendations for new or modified actions, or additional resources needed for the following year.
- The Plan has been referred onto a graphic design company to be formatted.

Financial Impact

There are financial costs, however, these costs can be accommodated within existing budgets. Funding opportunities will be sought were costs cannot be accommodated within existing budget.

Consultation**1. External Stakeholders**

Externally consulted stakeholders include:

- Local Residents
- Early Years' Service Providers
- Members of the Frankston Mornington Peninsula Child and Family Partnership
- Members of the Best Start Partnership

Engagement methods included:

- Online Survey with local residents, December 2020 - January 2021
- Sector Stakeholder Survey, December 2020 - January 2021
- Draft Plan Public Exhibition and Survey May 2021

12.8 Draft Municipal Early Years Plan 2021-2025 Adoption**Executive Summary****2. Other Stakeholders**

Internally consulted stakeholders include:

- Online Staff Survey, December 2020
- Staff Engagement Sessions, November 2020
- Intergenerational Planning Cross Departmental, December 2020
- Family Health Support Services
- Community Strengthening
- Building and Facilities
- Arts and Culture
- Frankston City Libraries
- Operations

Engagement methods included:

- Staff Engagement Sessions – November 2020
- Intergenerational Planning Cross Departmental – December 2020
- Online Staff Survey - December 2020
- Draft Plan Public Exhibition and Survey May 2021

Analysis (Environmental / Economic / Social Implications)

The MEYP will support Council to deliver its services, programs and infrastructure with a focus on promoting a healthy and safe community, resilient families, positive early childhood development and social inclusion and engagement for families with children aged 0-6 years living in the municipality. It will also provide insight to current gaps and needs of children and families with the opportunity to address emerging issues and align an effective response through relevant programs/services or changes to the environment or relevant infrastructure.

The MEYP has been developed with reference to the Community Buildings Outcome Framework to ensure alignment with Council's long term planning. The MEYP provides a holistic approach that aims to deliver the desired outcomes for children aged 0-6 years and their families.

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

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

Legal

There are no legal issues associated with this report. Privacy of submissions received through the community engagement process will be protected as per legislative requirement.

12.8 Draft Municipal Early Years Plan 2021-2025 Adoption**Executive Summary**Policy Impacts

The MEYP will not exist in isolation of other important internal and external policies, plans and legislation. Privacy and Freedom of Information legislation will be complied with in collection and storage of all stakeholder and community feedback through the process of community engagement methods utilised.

Officer's Declaration of Interests

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

Risk Mitigation

The MEYP has incorporated a robust community consultation process to ensure the community and relevant stakeholders have been engaged through various methods to create opportunities for input and feedback for the development of the Plan. This has included surveys, internal planning sessions, individualised feedback sessions where requested and public exhibition of the Plan. The community and stakeholder feedback showed a great interest in Council implementing a robust early years plan for Frankston City to follow on from previous developed plans.

The community and relevant stakeholders may express a level of dissatisfaction if Council do not adopt the MEYP, due to the current expectations. Implementing the actions identified within the Plan may also be delayed as a result of Council not adopting the Plan.

Conclusion

The MEYP 2021-2025 will provide strategic direction for a whole-of-Council approach to enable stronger families, and thriving children within the community and support the municipality to become a child-friendly city.

It is recommended that Council adopt the four year Municipal Early Years Plan 2021-2025.

ATTACHMENTS

Attachment A: [↓](#) Draft MEYP Community and Stakeholder Survey Results
Summary Report - June 2021

Attachment B: [↓](#) Municipal Early Years Plan 2021-2025 - Final Draft - June 2021

Survey Results - Community and Stakeholder level of agreement that MEYP Actions meet community need					
CBOF Policy Domain	Strongly Agree	Agree	Neither Agree or Disagree	Disagree	Strongly Disagree
CBOF Policy Domain 1: Stronger Families					
Sub Outcome 1.1: Positive Early Childhood development	0%	80%	20%	0%	0%
Sub Outcome 1.2: Resilient Families and Individuals	0%	40%	40%	20%	0%
CBOF Policy Domain 2: Healthy Community					
Sub Outcome 2.1 Nutrition, hygiene and food security	0%	60%	20%	0%	20%
Sub Outcome 2.2 Behaviour led primary health	20%	40%	40%	0%	20%
Sub Outcome 2.3 Active Community	0%	80%	20%	0%	20%
CBOF Policy Domain 3: Community Strength					
Sub outcome 3.1 Social inclusion and engagement	0%	60%	40%	0%	0%
Sub Outcome 3.2 Accessible Community Infrastructure	20%	60%	20%	0%	0%
CBOF Policy Domain 4: Safe Community					
Sub Outcome 4.1 Safe design (public realm)	20%	60%	20%	0%	0%
Sub Outcome 4.2 Safe behaviours	20%	60%	20%	0%	0%
CBOF Policy Domain 5: Sustainable Economy					
Sub Outcome 5.1 Communication and transport connectivity	20%	60%	20%	0%	0%
CBOF Policy Domain 6: Skilled Community					
Sub Outcome 6.1 Literacy	20%	60%	20%	0%	0%
Sub Outcome 6.2 Intergenerational lifelong learning	0	80%	20%	0%	0

Community, Stakeholder and Working Group Comments			
CBOF Policy Domain 1: Stronger Families			
Sub Outcome 1.1: Positive Early Childhood development			
#	Action	Working Group Comments	Community/Stakeholder Comments
1.1.1	Ensure regular promotion of the MCH service through various platforms		* I welcome in particular 1.1.11, 1.1.13, 1.1.14, 1.1.15 and 1.1.16.
1.1.2	Explore the re-introduction of out of hours MCH		
1.1.3	Supported playgroup facilitators to identify families who have missed MCH KAS visits		
1.1.4	Explore additional opportunities for outreach MCH services		
1.1.5	MCHI outreach to early years services including supported playgroups		
1.1.6	Prioritise improved coordination across Early Years Services to enhance our service delivery		
1.1.7	Provide community feedback to kindergarten Early Years Manager and Committees of Management		
1.1.8	Continue to monitor the kindergarten central registration system for ease of use		
1.1.9	Planning and advocacy for additional kindergarten provision across the municipality to ensure adequate supply		
1.1.10	Explore the introduction outreach Kindergarten Central Registration		
1.1.11	Explore the opportunity to provide access to Supported Playgroups across the municipality for families professionally referred		
1.1.12	Continue to deliver high quality early years health, education and care services		
1.1.13	Identify and address emerging service gaps to enhance Councils capacity to support families with children 0-6 years of age		
1.1.14	Ensure a collaborative approach across Council in identifying and addressing any emerging program, and service gaps in		

	supporting the needs of families with children 0-6 years of age		
1.1.15	Enhance collaboration with medical, allied health and specialist services to offer supports for parents with 0-6 year old children		
1.1.16	Explore a concierge/social worker to assist families with 0-6 year old children to navigate the service systems within the municipality		
Sub Outcome 1.2: Resilient Families and Individuals			
#	Action	Working Group Comments	Community/Stakeholder Comments
1.2.1	Explore collaboration opportunities with Peninsula Health and other services to offer mental health supports for parents with 0-6 year old children	People experience positive mental health	* Yes, if these actions come to fruition, seeking and exploring to implement changes isn't enough if nothing comes of it. * While I support collaboration I have concerns that mental health supports are already stretch and have been historically outstripped by demand for more than 10 years. Would a stronger focus on mental health and resilience promotion, activity and social cohesion be a better or additional goal? Is this an area for additional funding.
1.2.2	Seek funding opportunities to deliver mental health and resilience promotional activities and programs for children 0-6 years and their families	Change to 1.2.2 to reflect promotion of mental health and resilience.	
1.2.3	Explore opportunities to engage families with 0-6 year old children that are new to the area		
1.2.4	Explore opportunities to expand Council's Pop-Up Playgroup program	Seeking and exploring is the first step with the intent to implement change where possible	
1.2.5	Continue the delivery of First-Time Parent Groups within the MCH service		
1.2.6	Seek funding to deliver the family violence prevention program 'Baby Makes 3'	Peninsula Health Achievement Program - has a component to capacity build early years educators to identify and refer families experiencing mental health issues. This program will be promoted.	
1.2.7	Support the 'THRIVE' collective impact initiative in the municipality		
CBOF Policy Domain 2: Healthy Community			
Sub Outcome 2.1 Nutrition, hygiene and food security			
#	Action	Working Group Comments	Community/Stakeholder Comments
2.1.1	Explore the opportunity to introduce the Infant Feeding Activity and Nutrition (INFANT) program within the MCH service	INFANT Program is an education program promoting early years nutrition and active play.	* Nothing here for child nutrition, hygiene etc. Parents need education and support to make

			better health and nutrition choices for their children's health.
2.1.2	Explore funding and collaboration opportunities to provide a Council breast feeding support service (as an extension to the funded MCH program)	Peninsula Health Achievement Program - has a component to capacity build early years educators to identify and refer families experiencing mental health issues. This program will be promoted.	* The infant program appears to have great promise in improving child nutrition. It would also be fantastic to be able to offer more breastfeeding support.
Sub Outcome 2.2 Behaviour led primary health			
2.2.1	Continue to deliver a high quality MCH and immunisation service, reaching all 0-6 year old children in the municipality, including outreach service to families experiencing vulnerability	<p>There are other behaviour led primary health actions embedded under other outcome areas of this plan. Eg breastfeeding in 2.1</p> <p>Peninsula Health Achievement Program - has a component to capacity build early years educators to identify and refer families experiencing mental health issues. This program will be promoted.</p> <p>2.2.1 included MCH in this action</p>	* This only targets one aspect - immunisations.
Sub Outcome 2.3 Active Community			
2.3.1	Provide age appropriate information and resources about the importance of physical activity and limiting screen time	The Supported Playgroup Program offers a program to support all aspects of child development including gross motor /physical development.	<p>* Some great initiatives, these need to be implemented.</p> <p>* This is an area of high concern for Community Health as we see the impacts of reduced physical activity across all domains of development. I would also welcome having more gross motor play components included in the playgroups.</p>
2.3.2	Explore the viability of establishing a flexible, interactive shop- front children's space in Frankston Central		
2.3.3	Explore partnership opportunities to establish a low cost, all abilities, physical activity program for families with 0-6 year old children in the municipality		
2.3.4	Deliver Council's Supported Playgroup program to include regular nature play sessions in local neighbourhoods to encourage active play.	The INFANT program outlined in outcome 2.1.1 addresses physical activity. Promotion of Peninsula Health Achievement Program to address increasing	

		physical activity will also address this.	
2.3.5	Explore the viability of introducing a Bush Kindergarten in the Municipality		
CBOF Policy Domain 3: Community Strength			
Sub outcome 3.1 Social inclusion and engagement			
#	Action	Working Group Comments	Community/Stakeholder Comments
3.1.1	Ensure a continuous improvement approach to service delivery utilising various community feedback mechanisms		* Inclusion in parenting groups for families with subsequent children new to the area, in new circumstances (separation/ other loss, post FV) would also be very welcome. The Babes Project is offering some inclusive opportunities for women with some more complex social needs. There may be more that could be done in this space with the Family Support organisations.
3.1.2	Explore opportunities to respectfully include children’s voices in consultation activities		
3.1.3	Continue to promote, support and provide opportunities for families and caregivers to participate in local early years programs		
3.1.4	Continue to support connection to community for the Aboriginal and Torres Strait Islander families in our municipality	Early Years staff refer to appropriate services where required for complex needs.	
3.1.5	Explore opportunities that enable community connection and social inclusion for families experiencing barriers to participation	3.1.5 includes providing opportunities for families with subsequent children to engage with support groups such as playgroup	
3.1.6	Continue to provide a culturally sensitive and appropriate service to families from culturally and linguistically diverse backgrounds		
Sub Outcome 3.2 Accessible Community Infrastructure			
3.2.1	Ensure all (new and ageing) Council facilities are accessible and fit for purpose for families		
3.2.2	Continue to assess the infrastructure needs of the community, anticipate future need, and respond appropriately in collaboration with other Council departments		
3.2.3	Identify and advocate for improved public transport in areas where Council’s services are located farther than 500m from public transport		

CBOF Policy Domain 4: Safe Community			
Sub Outcome 4.1 Safe design (public realm)			
4.1.1	Advocate for all parks, reserves, outdoor spaces and the Frankston foreshore to be accessible, safe and suitable for all families with children aged 0-6 years		
Sub Outcome 4.2 Safe behaviours			
4.2.1	Deliver services by practicing within legislative and professional requirements		
Sub Outcome 4.2 Safe behaviours			
4.2.1	Deliver services by practicing within legislative and professional requirements		
CBOF Policy Domain 6: Skilled Community			
Sub Outcome 6.1 Literacy			
#	Action		
6.1.1	Continue to promote the value of literacy within early years programs		
6.1.2	Continue to support the Frankston North Education Plan to improve learning outcomes for the community		
Sub Outcome 6.2 Intergenerational lifelong learning			
6.2.1	Support the implementation of the Frankston North Our Place Site Implementation Plan		
6.2.2	Introduce grandparent/grandchild intergenerational activities across the municipality		
Additional Feedback Received via email or through meetings:			
Peninsula Health:	Unfortunately I am unable to meet to provide further feedback, however the plan was very impressive.		
Peninsula Health:	Would like to see elements of the Achievement Program embedded in the plan to support sub outcome 2.1, 2.2, 2.3. the Achievement program addresses - Healthy Eating and Oral Health - Physical Activity and Movement - Mental Health and Wellbeing - Tobacco Alcohol and Other Drugs- Safe Environments - Sun Protection		
FCC Libraries:	Thanks for sending through the plan. Can I check if you would like specific actions and goals for libraries mentioned, and/or if you could add into page 11 in the Council plans the Arts and Culture Strategy, which encompasses the Library Action Plan. We anticipate the library Action Plan will outline the story times we undertake, and look at ways to undertake the program in evenings and weekends to engage working parents. Also in Domain 1: did you want to mention the early years literacy programs undertaken at the library.		
Peninsula Health:	I have contributed to the plan. I think it is the best one I have seen. Congrats to all involved. My comments (added to the survey) are just minor suggestions.		

***(Final Draft)* Municipal Early Years Action Plan 2021-2025**

Enabling Stronger Families, and Thriving Children



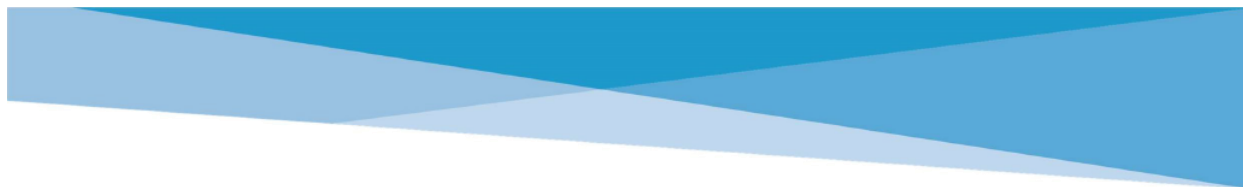
Lifestyle Capital of Victoria





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Acknowledgements

Frankston City Council respectfully acknowledges the traditional owners of the land in and around Frankston City, the Boon Wurrung/Bunurong people whose country extends from the Werribee Creek to the Tarwin River and Wilson's Promontory. Council acknowledges the resilience of the traditional culture of Indigenous people which is characterised by strong recognition and valuing of Bunjil, family and traditional customs.

Council would like to also acknowledge the valuable involvement of the local service providers and community members who provided feedback. Council recognises that the lived experience and extensive community connections of those involved in our community consultation process has provided us with a true reflection of the needs and aspirations of families and young children in our community, so that through this Plan, Council can better target its resources to respond to these needs.

Finally, Council acknowledges the additional pressures of developing this Plan (for all involved) during the outbreak of the global COVID-19 pandemic, and the unanticipated challenges associated with navigating the physical distancing restrictions, and a remote workforce, and adoption of alternative technologies and virtual meetings throughout 2020 to shape and finalise this Plan.

1. Executive Summary

Frankston City Council's **Municipal Early Years Plan (MEYP)** is our strategic plan for how we will work over the next four years to promote positive outcomes for children aged 0–6 years of age and their families.

Childhood is a stage of life where investment has the greatest return and opportunities to intervene have the greatest impacts. A municipality wide focus on children, through the MEYP will ensure the delivery of local policies, programs and infrastructure that can influence the health, education and wellbeing of its younger (0-6 year old) population and their families.

Municipal Early Years Plans (MEYPs) foster a whole-of-community, whole-of-system approach to building community strength and addressing the underlying causes of inequity and vulnerability of children and families. MEYPs are place-based with a focus on prevention, equity, health and long-term social and educational outcomes for children. Although MEYPs are not statutorily required, local government understands the importance of the early years and continues to formally embrace this through MEYPs.

We are proud that the majority of children in Frankston City are growing up happy and healthy in safe, nurturing and economically secure environments. However, we take it very seriously that there are still some children growing up in disadvantage. So we've introduced a set of ambitious 'indicators of wellbeing' with baselines so we can track progress and understand what success looks like. With the City's consistent birth rate and the increasing number of families who choose to reside here, this success is critical.

Council's vision for this children and families over the next four years, is to ensure that every child in Frankston City can have the best start in life; is given a voice; and has the opportunities to learn, develop and grow to reach their full potential.

We cannot achieve our vision alone. It's essential that all levels of government, services and the community to work together to achieve better outcomes for children and their families. The MEYP will be achieved with support from our partners on the Child and Family Partnership, along with continued investment from the Victorian and Australian Governments whose funding assistance make the delivery of our high quality services and infrastructure possible. Over the next four years, we will lead this process through our evidence-informed priorities, to: plan for future growth so Frankston is a family friendly City where children and learn, develop and grow; lead the development of an accessible universal service system that strengthens outcomes for children and their families; and strengthen early childhood development and improve support for children during the rapid transitions through early years.

'A society that is good to children is one with the smallest possible inequalities for children, with the vast majority of them having the same opportunities from birth for health, education, inclusion and participation.'¹ This is enabled by putting the interests of children and families at the centre of our planning and design of service delivery, and results in the breaking down of rigid service delivery approaches and in some instances a reduction of 'administrative ease' for the provider of the service in a system that has seen a persistent and unconscious drift over time in that direction.

¹ "Children of the Lucky Country? How Australia has turned its back on children and why children matter", (2005); Stanley, Richardson and Prior.



2. Introduction

2.1 Introduction

The *Frankston City Council Municipal Early Years Plan (2021-2025)* (MEYP) is Frankston City Council's strategic plan for how we will work in partnership with government, services and the community over the next four years to build positive outcomes for children aged 0-6 years and their families. This partnership approach is supported by the 10-Year *Supporting Children and Families in the Early Years – Compact* (2017-2027) between Department of Education (DET), Department of Health and Human Services (DHHS) and Local Government (represented by the Municipal Association of Victoria [MAV]) which emphasises the importance of a whole of government approach to providing child friendly and accessible settings and services to promote positive growth and development for our children and future generations.

The MEYP will ensure that Council is well placed to facilitate positive outcomes for young children and their families in local communities, by providing strategic direction for the planning, coordination and delivery of early years programs, activities, services delivered by Council, whilst also delivering improved social, economic, and safety outcomes for the community.

2.2 Purpose

Council recognises that through the MEYP 2021-2025 we can achieve significant benefits for our municipality including:

- Capacity building for families and their children
- Engagement of key community partners who have clear roles in working towards locally agreed outcomes
- Provision of long-term early years planning guidance across all council departments, particularly infrastructure planning
- Articulation of Council's role in service and infrastructure provision, planning, advocacy and community capacity building across the universal, targeted and intensive service system
- Informed decision making and maximising use of resources; and
- The foundation for partnership and negotiations between other levels of government.

The MEYP 2021-2025 will enable Frankston City Council, our partners, and service providers to ensure that the needs of the community are met to enable a positive start to life for 0-6 year olds living in Frankston City through:

- How, where and when Council will deliver its services, programs and infrastructure to promote connection, supportiveness and engagement for families with young children.
- How Council supports families with young children to feel safe and included, enjoy good health and stay involved.

2.3 Vision

Every child in Frankston City has the best start in life; is given a voice; and has the opportunities to learn, develop and grow to reach their full potential.



2.4 Guiding principles

The MEYP 2021–2025 adheres to the guiding principles that were co-designed in partnership between DET, DHHS and Local Government, and the State Government departments of articulated in the Early Years Compact 2017-2027. These include:

- All young children are engaged, confident and creative learners.
- All children are safe, cared for and experience optimal health and development.
- Families feel well supported by high quality, inclusive services for children and families in the early years.
- Vulnerability, location, disconnection and disadvantage do not determine outcomes for young children.
- Families are connected to culture, actively participate in community life and can access help when and where they need it.

The MEYP is further guided by the following principles:

- Children's rights and their voices will be respected, actively supported and promoted.
- Local councils can achieve significant benefits for their municipalities.

2.5 Council's role in the Early Years

According to the Municipal Association of Victoria (MAV), the role of Councils' across the early years sector largely focuses on five main areas, including:

- **Planning and coordination** – acting as the key coordination point and community planner in early years for the municipality.
- **Service provision** – delivering a range of early years programs, activities and initiatives.
- **Facility planning** – planning, providing and maintaining a range of early years' infrastructure.
- **Advocacy** – lobbying and advocating to state and federal governments and other key stakeholders on behalf of early years programs, young children and their families.
- **Strengthening community capacity** – facilitating community connections and community participation in decision-making, including families experiencing vulnerabilities.

2.6 Scope

The MEYP is a holistic roadmap for how Council will work to enable positive early childhood development in the municipality, through a whole-of-Council approach in Frankston City. Whilst the Family Health Support Services Department will lead and oversee the implementation of the MEYP, all areas of Council that we understand can contribute to positive early childhood development are reflected in this plan.

2.7 Critical definitions to understand the MEYP

Early childhood - Early childhood is the period from conception through to 6 years of age.

Family – the term 'family' means different things to different people – families may span several generations, several households, and may change in response to life events such as divorce, remarriage, and children leaving the parental home¹.

Vulnerability – being at risk of adverse health and wellbeing outcomes due to individual, parental or family experience or circumstances.

Disconnection – isolation, disengagement for various reasons, whether by choice or circumstance.



Specialist services – services with specific expertise that cater for a defined group of clients with similar concerns for example a sexual assault service, mental health service, disability service or medical specialist.

Medical services – services that relate to the examination and treatment of illness and injuries from a medical practitioner (for example general practitioners and paediatricians).

Allied health services – multi-disciplinary health practitioners providing specialised support for different client needs a broad range (for example occupational therapists, speech therapists, and physiotherapists).

3. A framework for positive early childhood development

The current MEYP Framework places MEYPs within the social determinants of health and local government planning approaches. This approach enhances opportunities to engage families and communities (particularly children and families experiencing vulnerability) in a local context through initiatives that are place-based and integrated with other child friendly development and community strengthening activities.

The MEYP uses has used Council's own Community Building Outcomes Framework (CBOF) (Figure 1) as the basis to planning for positive early childhood development in the municipality in conjunction with a suite of State and Federal Government early years planning frameworks as it's underpinning, including:

- Maternal and Child Health Principle Model, 2019ⁱⁱ (Figure 2): The Victorian Maternal and Child Health (MCH) Service is underpinned by 10 guiding principles. The first principle, 'Child, maternal and family-centred practice', places the child, mother and family as the central focus of the service. The remaining supporting principles encompass the child, mother and family, support father-inclusive practice, and promote holistic, responsive and accountable care.
- Belonging, Being & Becoming Early Years Learning Framework, 2018ⁱⁱⁱ (Figure 3): This (Federal) model emphasises the relationship between learning outcomes, principles and practice which centres on children's learning. The three themes of Belonging, Being and Becoming are contained overlapping all of these elements.
- Ecological Model of Child Development (adapted from Bronfenbrenner 1979), 2016^{iv} (Figure 4): The (Victorian) Ecological Model shows how all children influence and are affected by the environments that surround them and emphasises the life of each child within a social, environmental, political and economic context, thereby illustrating the value of a strong network of community, services and programs that support children's learning and development. Again, this model places the child at the centre within their local context, shaped by their family, culture and experience.

Through this approach, Frankston City Council's Community Building Outcomes Framework forms the structure of the MEYP, whereas the early years planning frameworks have been used to measure, reference and guide the planning process. The duality of this approach ensures a broad perspective and measurable plan to support the best start in life for young children aged 0-6 living in the municipality.

Figure 1. Community Building Outcomes Framework (CBOF)



Figure 2. MCH Principle Model

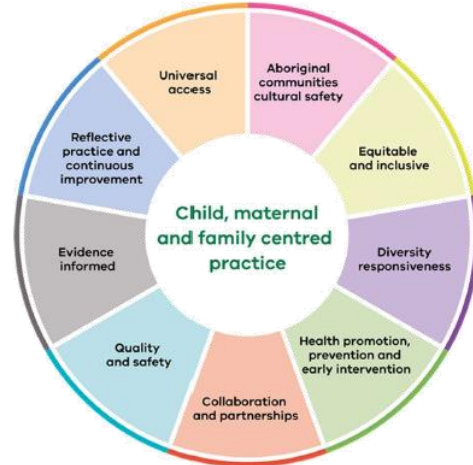
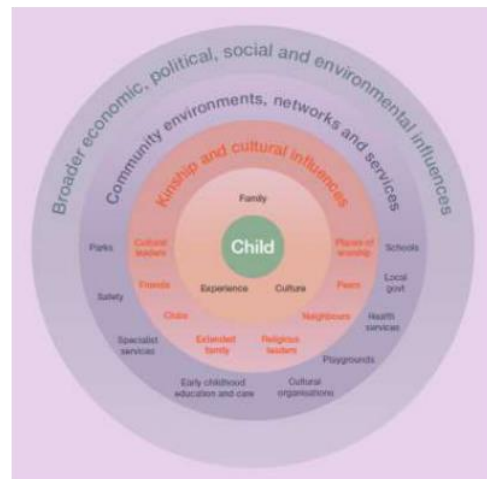


Figure 3. Belonging, Being & Becoming



Figure 4. Ecological Model of Childhood Development



4. Our Planning Approach

4.1 Best Practice informed planning

Planning well for our young children and families involves making sure that the child is at the centre of our planning, and that our municipality is a child friendly city.

The MEYP is built on multi-pronged framework including Council's Community Building Outcomes Framework (CBOF) and state and federal early years' frameworks to ensure an evidence based, whole-of-Council, and whole-of-community lens is applied when planning for the infrastructure, service, program, and liveability needs of our children aged 0-6 years old. The Plan similarly reflects evidence informed best practice principles to ensure robust outcomes for children aged 0-6 years and their families in our community.

4.2 Policy informed planning

The MEYP is governed by the legislative and policy context which influenced and inform the Frankston City Council Municipal Early Years Plan. This includes compliance with the legislative and policy context outlined in Table 1 (below):

Table 1. Legislative and Policy context

Legislation	<ul style="list-style-type: none"> • Local Government Act 1989 • Children, Youth and Families Act 2005 • Child Wellbeing and Safety Act 2005 • Working with Children Act 2005 • Family Violence Protection Act 2008 • Charter of Human Rights and Responsibilities Act 2006 • United Nations Convention on the Rights of the Child 1990 • United Nations Declaration on the Rights of Indigenous People 2010 • Public Records Act 1973 • Health Services Act 1988 • Health Records Act 2001 • Freedom of Information Act 1982 • Privacy and Data Protection Act 2014 • Education and Care Services National Law Act 2010 • Occupation Health and Safety Act 2004
Commonwealth Policy	<ul style="list-style-type: none"> • The Early Years Learning Framework– Belonging, Being and Becoming - part of the National Quality Framework for Early Childhood Education and Care (ECEC) (2018) • National Quality Framework (Australian Children's Education and Care Quality Authority)(2018) • Education and Care Services National Regulations (2012)

	<ul style="list-style-type: none"> • National Framework for Universal Child and Family Health Services (Department Health & Ageing) (2011) • National Standards of Practice for Maternal Child & Family Health Nurses in Australia (Maternal Child and Family Health Nurses Australia, 2017) • Australian National Breastfeeding Strategy: 2019 and beyond (Council of Australian Governments (COAG) Health Council, 2019)
State Policy	<ul style="list-style-type: none"> • The Early Years Compact 2017-2027 (DET, DHHS, MAV) • Early Childhood Reform Plan (DET, 2017) • Roadmap For Reform: Strong Families, Safe Children (DHHS, 2016) • Marrung: Aboriginal Education Plan (DET, 2016-26) • Victorian Early Years Learning and Development Framework (VEYLDF) (DET, 2016) • Early childhood agreement for children in out-of-home care (DET & DHHS, 2018) • Ending Family Violence – Victoria’s 10 Year Plan for Change (DHHS, 2017) • Best Start Policy and Guidelines (DET, 2016) • Supported Playgroup Guidelines (DET, 2017) • Maternal and Child Health Memorandum of Understanding 2017-2020 (DET, DHS, MAV) • Maternal and Child Health Service Guidelines (DHHS, 2019 reissued 2020) • Enhanced Maternal and Child Health Program Guidelines (DHHS, 2019) • Victorian Aboriginal Affairs Framework 2018–2023 (VAAF)
Frankston City Council Policy	<ul style="list-style-type: none"> • Stronger Families Policy (2019) • Stronger Families Strategy (2021) • Code of Conduct (2020) • Information Management Policy (2019) • Child Safe Policy (2019) • Child Safe Standards (2016) • Communications Policies – Social Media Protocol 2018 and Website Protocol (2018) • Privacy Policy (2008) • Healthy Choices Policy (2020) • Interim Community Engagement Policy (2020)

4.3 Integrated Planning

The MEYP approaches planning for positive early childhood development in Frankston as a whole-of-Council responsibility.

This allows us to think bigger about how we integrate, align and leverage Council processes to deliver our services, programs and infrastructure with a focus of promoting connection, supportiveness and engagement for families with young children aged 0-6 years old living in the municipality.



As such the MEYP aligns with the all other key plans of Council and regional stakeholders to ensure that planning for a child-friendly community is integrated with our long-term ambitions for Frankston City and reflects the community's needs (See Table 2. below).

Table 2. Integrated Planning for positive childhood development in Frankston

Frankston City Council Plans	<ul style="list-style-type: none"> • Council Plan (2017-2021) • Health and Wellbeing Plan (2017-2021) • Community Engagement Plan (2020) • Reconciliation Action Plan (2020-2022) • Disability Action Plan (2021-2024) • Open Space Strategy (2021-2026) • Play Space Strategy (2021) • Local Park Action Plan (2021) • Arts and Culture Strategy (2020-2023)
Family Health Support Services Plans	<ul style="list-style-type: none"> • Service Plan – Community Health (2020-2030) • Best Start Program Logic (2021) • Kindergarten Infrastructure and Service Plan (KISP) (2021)

4.4 Evidence informed planning

There is extensive research that shows the foundations for our future are laid down during our early years, impacting how children transition to youth and adulthood. Early life experiences are understood to have a direct impact on social, physical and physiological development; capacity to form healthy adult relationships; and lifelong, health, wellbeing and employment trajectories^{vvii}.

The MEYP is committed to promoting positive liveability outcomes with an emphasis on an evidence informed approach to ensure that Frankston maintains opportunities for children to thrive and enjoy the benefits of a safe, supportive, inclusive and well serviced community. As such the MEYP is a culmination of the translation of evidence into the design and development of its actions.

4.5 Data informed planning

Data has been a cornerstone in influencing the shaping of the MEYP, along with the evidence base and community consultation feedback. All publically available data for Frankston City has been reviewed and embedded into the focus and priorities outlined in this plan. See Chapter 6 for comprehensive analysis of early years statistical data for children and their families in Frankston City.

4.6 Community informed planning

Council recognises value of planning 'with' and not just 'for' the community, and as such has invited and embraced opportunities for **community voice** to contribute to the shaping of the MEYP. Through consultation with sector stakeholders and families in our community, we have listened to thoughts, experiences, and ideas on how to best enable 'positive early childhood development' in Frankston over the next four years to 2025.). See Chapter 5 for further detail.



4.7 Partnership informed planning

Council has an ongoing commitment to working in partnership in order to plan and deliver improved outcomes for young children aged 0-6 years living in the community. Our key partners include:

- **Frankston Mornington Peninsula Child and Family Partnership (FMPCFP)** – The FMPCFP is led by a partnership between Frankston City Council and Mornington Peninsula Shire. Membership includes a mix of both Government and Non-Government organisations that have an interest in the wellbeing and development of children aged 0-12 years and their families across both municipalities.
- **Best Start Partnership** – this partnership leads reform at a local level. It plays a key role to bring local services together to develop an action plan and deliver on the Best Start outcomes for children and their families, in particular those with the greatest need.
- **Communities for Children (CfC)** – auspiced by Anglicare Victoria, CfC Frankston is an Australian Government initiative funded through Department Social Services with a focus on children aged 0 – 12 years. CfC Frankston has a commitment to equity, providing opportunities for vulnerable children and their families to reach their potential by participating in, and contributing to all aspects of community life.
- **Frankston North Education Plan** – a Victorian Government initiative to improve the quality of education provision for the Frankston North Community. The Colman Foundation is leading the implementation of the Our Place Model to deliver the resources children and families need to thrive – integrating high quality early learning, effective schooling, health and community services, and adult education.
- **Bayside Peninsula Early Childhood Out of Home Care Partnership** – guided by The Early Years Compact with representatives from State Government, the Orange Door and Local Government to drive local strategies to deliver positive outcomes for families with children in Out of Home Care.
- **Frankston & Mornington MCH & Peninsula Health Early Childhood Early Intervention Partnership** – collaboration to establish direct referral pathways for early childhood intervention between MCH services and Peninsula Health.
- **Bayside Peninsula MCH & Orange Door Partnership** – to improve communication and collaboration between local MCH services and the Orange Door in the Bayside Peninsula area.
- **Frankston and Mornington Peninsula Perinatal Mental Health Collaborative** - local service providers working together to provide optimal support for mother's mental health in the perinatal period.
- **Bayside Peninsula Integrated Family Violence Partnership** – collaborative network of services working with children and families experiencing family violence in the Bayside Peninsula area.
- **Peninsula Health Midwives & Bayside Peninsula MCH Services** – community of practice ensuring continuity of care between acute and primary health maternity services.
- **Indigenous Australians Health Program New Directions Mothers and Babies Services Project & Partnership** - This group has been established to support, co-design and guide the regional work to deliver Aboriginal and Torres Strait Islander Community led deliverables to improve participation and access to culturally safe and respectful primary health care services.

5. Stakeholder Engagement

5.1 How we engaged

MEYP consultation was supported by a MEYP Community Consultation Plan (Appendix A), which set out our engagement approach for seeking feedback from internal, external and community stakeholders about what they would like to see Council prioritise to support positive early childhood development over the next four years.

Developing an MEYP Community Consultation Plan to support the delivery of the MEYP has enabled a robust and planned approach to who and how we consulted and ensured that we engage with multiple stakeholders in shaping the MEYP. Through our consultation process we received feedback of 208 residents, 25 external service providers, and 85 Council colleagues through face to face interviews, electronic surveys, and online zoom sessions from September 2020 to March 2021.

5.2 What the community told us


The community was engaged via electronic survey from 15 December 2020 to 20 January 2021, with feedback received from 208 community members. Parents of young 0-6 year old children represented the majority of survey respondents, including mothers (83%), and fathers (9%). Other respondents included: grandparents (3%); caregivers (2.5%); kinship carers (2%); other relative (2%); and 'other' (2%). Approximately one third of respondents (34%) also provide care for one or more children over the age of 7 years. English was identified as the first language spoken at home by most respondents (95.59%), with other languages listed as Spanish, Hebrew, Tagalog, Chinese, or an Indian dialect.

Community feedback could be grouped into four key themes, including:

- Outdoor parks and play spaces
- Local community connections (including to Council venues?)
- Access to services
- Tailoring of services to meet the need of more families

Access to outdoor play spaces which are safe, stimulating, and which have sufficient amenity for young children was the strongest theme of the survey (noting the survey was distributed shortly after the lifting of 2020 COVID-19 lockdowns). Less than half (43%) of community respondents said they 'agree' or 'strongly agree', (and 43% disagree) that amenities in local parks and play spaces meet young family's needs, while a. Fences, shade sails, public toilets, age appropriate equipment, and water play (splash parks) were identified as opportunities for improved open space amenity at these settings for young families.

Community respondents emphasised the value of local connections with other families, and both praised Council for the new parents groups offered (where involved), and expressed an interest in Council finding new ways of supporting families to connect if they had not been involved. Overall 47% of community respondents said they either 'agree' or 'strongly agree', and 32% said they 'disagree' that there are



enough local opportunities for social inclusion, with respondents emphasising the importance of connecting with other families in similar circumstances to themselves. Libraries were noted by respondents as a preferred venue for social connection for many families. Respondents that had newly moved to Frankston from other areas with pre-school aged children are noted as a cohort particularly disconnected from the local community, and lacking community supports.

Less than half of community respondents (38%) said that they 'agree' or 'strongly agree' that there are enough services locally to provide choice, while another 38% said they 'disagree' or 'strongly disagree'. 24% of respondents said they 'neither agree nor disagree', showing mixed results indicating specific service gaps in the municipality, and localised barriers for individual families. This was confirmed through the written comments, with 'affordability of services', 'childcare choices', and 'programs for children with disabilities (including information)' highlighted as reasons for inhibited service choice in the municipality.

When asked about specific programs and services available to families with young children, many respondents said they wanted 'better tailored' services to meet the needs of more families. The community said that they want to see existing programs and services adapted to better support: first time/new fathers; both parents; grandparent carers; working parents; young mothers (under 25); new families moving into the municipality; children with developmental delays; foster carers; families with two or more children; and expectant parents.

Further, while most respondents (59%) said they were satisfied with the ease of finding information about services and programs in the municipality, the notable exceptions were: new families moving into the municipality with young children; and parents of a child with special needs – both of these cohorts said it was very difficult to find the information they needed.

See Appendix B, MEYP Consultation Report for a detailed analysis of the community consultation feedback.

5.3 What the service sectors told us

The service sector was engaged via electronic survey in December 2020, with feedback received from 25 sector stakeholders, from a highly representative mix of organisations operating within the municipality. Feedback was received from Family Support and Allied Health provider; the Victorian Government; Early Education and Care providers, Aboriginal and Torres Strait Islander services; Neighbourhood Houses and Family Violence Support services. 68% of respondent organisations had an existing relationship with Frankston City Council, usually via the Frankston Mornington Peninsula Child and Family Partnership.

Sector feedback identified Frankston's most consistent strength as the well networked, and collaborative early years sector, and the dedicated professionals working with families and children. The service sector also noted that most parents they see want to do their best for their children, and have a genuine desire to want things to be better for their children.

The survey asked sector stakeholders to identify:

- Service engagement barriers by families with young children; and

- Service deliver barriers by the sector for families with young children

Engagement barriers by families noted by the sector, recorded by theme and percentage of sector respondents, included parental reluctance to engage with a service (36%); parenting stress (16%); knowledge of services available (16%); lack of finances (12%); parent capacity (8%); parents being time poor (8%); ability to access transport (8%); lack of extended family support (4%); and lack of confidence (4%).

Service delivery barriers for families accessing services included: long waiting lists (36%); timely access to services required (28%); administration tasks expected of the parents (8%), not being universally accessible (4%); or needed service/program not being offered in the municipality. Several services noted that Frankston could be better resourced to provide support services for families who identify as Aboriginal or Torres Strait Islander; for children who had been affected by family violence; and for children needing therapeutic interventions.

Given the challenges experienced by all Melbournians during the COVID-19 lockdowns of 2020, and the recognition that these impacts may persist for some families into the new MEYP cycle services were also asked what they noted as the observable impacts among families and young children, as a result of the COVID-19 lockdowns of 2020. Responses included:

- Increasing demand on early parenting support programs. This included support for managing children's behaviours, attachment, keeping the home safe and nutrition (28%)
- An observable need for support with Early Intervention, including support for children with delays and for families seeking NDIS services (20%)
- An increasing number of children with trauma related behaviour issues (12%)
- An increasing number of children with anxiety (12%)
- Decreased engagement in ESK and kinder during the COVID-19 pandemic (4%)

1. Our Community – a demographic snapshot

6.1 Our Municipality

Frankston City is located with a stunning aspect next to the Port Phillip Bay with its award winning beaches and is well connected to the rest of Melbourne by both rail and freeways. The City is host to major retail, health and education precincts along with cultural venues and attractions making it a desirable place for families to live, connect, learn, and play.

6.2 Families with young children in Frankston

Comprehensive statistical profiles have been developed for families with young children aged 0-6 years living in Frankston City. These profiles provide demographic snapshots for the municipality, and for local areas (Figure 5.), to demonstrate the current and projected trends of families with young children in Frankston City during the current action plan cycle.

6.3 Municipality profile – children and families

The total population of Frankston City is currently 142,488, and expected to see a slight increase to 147,378 by 2026. In 2016 there were 12,327 children aged between 0-6 years of age in the municipality^{viii}, represent (8.65%) of the total population.

According to Population Id. population (pre-COVID-19) forecasting, the population of children aged 0-6 is projected to remain stable to 2025^x. However, the short-term COVID-19 pandemic and associated lockdowns of 2020 are pointing to a 20% increase in births in the municipality in 2021 (based on hospital maternity bookings at local hospitals for 2021). While the overall trend is unclear, experts anticipate that the COVID-19 pandemic will have a significant impact on Australia's population growth^x in the short term.

Aboriginal people represent 1% of our total population (1338ppl), and 1.25% (155ppl) of the total population of children aged 0-6 year olds, indicating a younger leaning local Aboriginal population.

Young children by age group:

The proportion of young children, by age group currently remains fairly consistent across all ages from 0-6 years, according to the ABS Census 2016, with slightly more children aged 0-4 than those in the 5-6 year age brackets (See Table 3. below).

Table 3. 0-6 year olds by age group in Frankston City:

Age group	Percentage	Number
Less than one years old	14.3%	1765
1 years old	14.7%	1817
2 years old	14.5%	1790
3 years old	14.9%	1831
4 years old	14.7%	1807
5 years old	13.1%	1620
6 years old	13.8%	1697
Total	100%	12,327

Households with young children:

There are approximately 52,699 households in Frankton. Of all households, approximately 25.8% (or 13,590) are represented by families with at least one young child*(compared 26.8% for Greater Melbourne) including 19.6% (or 10,365) couple households, and 6.1% (or 3,225) one parent households. Approximately 1,981 households have maxed aged children, with one or more children under 15 years old and one or more children over 15 living in the household, including 1,981 (3.8%) couple households and 796 (1.5%) single parent households.

Overall, Frankston City has a higher proportion of single parent households (13.1%) than Greater Melbourne (10.1%). Single parent families can show increased exposure to vulnerability, experience multiple barriers to health and wellbeing, including being more vulnerable to unaffordable and insecure housing^{xi}.

The median weekly household income Frankston is lower than Greater Melbourne (\$1327 compared to \$1539 for Greater Melbourne). The suburb of Frankston North in Frankston has the greatest proportion of low income households in the municipality, with a median weekly house income of \$887 (27.8%).

Pockets of high level disadvantage exist within the municipality, according to the SEIFA Index of Relative Socio-Economic Disadvantage, derived from low income, low educational attainment, high unemployment and other attributes that indicating disadvantage. Most notably Frankston North shows a very low SEIFA score (823) indicating higher levels of disadvantage compared to Frankston City (1001) and Victoria (1010).

6.5 Early Years health and development snapshot

The Australian Early Development Census (AEDC) measures the development of children in Australia in their first year of full-time school. It measures local area data about how children in the region are performing against five pre-set developmental domains including:

1. **Physical health and wellbeing:** measuring children's physical readiness for the school day, physical independence and gross and fine motor skills.
2. **Social competence:** measuring children's overall social competence, responsibility and respect, approach to learning and readiness to explore new things.
3. **Emotional maturity:** measuring children's pro-social and helping behaviours and absence of anxious and fearful behaviour, aggressive behaviour and hyperactivity and inattention.
4. **Language and cognitive skills:** which measures Children's basic literacy, advanced literacy, basic numeracy, and interest in literacy, numeracy and memory.
5. **Communication skills and general knowledge:** which measures Children's communication skills and general knowledge based on broad developmental competencies and skills measured in the school context.

The AEDC provides important information to communities, about young children governments and schools to support their planning and service provision The AEDC can be used by communities, schools, government and non-government agencies and policy makers to plan and evaluate efforts to create optimal early childhood development outcomes.

In Frankston, the (municipality level) results over time from 2009 to 2018 are positive, indicating:

- Significant increases in the proportion of children who are on track for physical health and wellbeing, and a reduction in the proportion of children experiencing vulnerability in this AEDC domain
- Sustained and significant increases in the proportion of children exhibiting social competence, and significant decrease of children experiencing vulnerability in this AEDC domain
- Significant increases in the proportion of children on track with the social maturity, however no significant reduction in the proportion of children who are experiencing vulnerability on this domain
- Significant increases in the proportion of children on track for (school based) learning and cognitive skills, and significant decreases the proportion of children recorded as vulnerability for this domain
- Significant increases in the proportion of children assessed as developmentally on track for communication skills and general knowledge and consistent reductions in the proportion of children experiencing vulnerability on this domain.

Municipal Health and wellbeing snapshot

There is evidence of intergenerational patterns of behaviour reflected through the persistent behaviour led health trends, and the higher rates of risky behaviours, identified through the Victorian Population Health



Survey (2017) with higher rates of smoking in Frankston than the Victorian average^{xii}. According to the survey adults in Frankston, are also at higher risk of alcohol related harm^{xiii} and significantly higher levels of psychological distress in adults in Frankston^{xiv}. Below is a health and wellbeing data snapshot of key health domains for the municipality, showing any changes over time, and Victorian comparisons.

Proportion of infant's breastfed for three months^{xv}

Area	2014	2013	% change
Frankston City	45%	43.7%	↑ 1.3%
Victoria	51.8%	50.6%	↑ 1.2%

Proportion of people eating the recommended serves of vegetables per day^{xvi}

Area	2014	2011	% change
Frankston City	7.6%	7%	↑ 0.6%
Victoria	6.4%	7.2%	↓ 0.8%

Proportion of people who consume sugary drinks daily^{xvii}

Area	2014	2011	% change
Frankston City	15.4%	21%	↓ 5.6%
Victoria	11%	15.9%	↓ 4.9%

Proportion of adults engaging in sufficient levels of physical activity^{xviii}

Area	2014	2011	% change
Frankston City	39%	65.2%	-
Victoria	41%	63.9%	-

Proportion of people that self-report as smokers^{xix}

Area	2014	2011	% change
Frankston City	17.2%	17.3%	↓ 0.1%
Victoria	13%	15.2%	↓ 2.2%

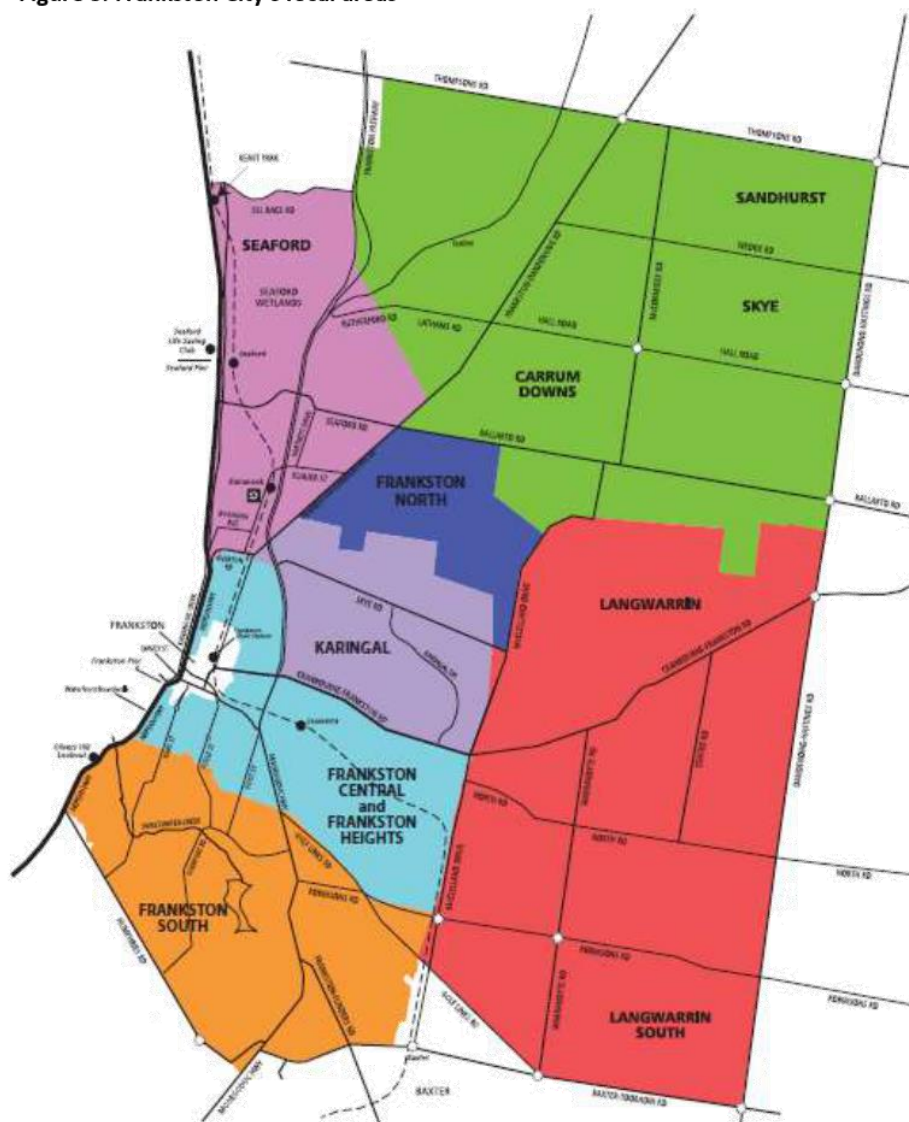
Rate of family violence incidents (per 100,000)^{xx}

Area	July 2014 – June 2015	Jan – Dec 2017
Frankston City	1847.7	1790.6
Victoria	1191.5	1219.0

6.3 Local area profiles – children and families

Per Figure 5 below, the municipality has been segmented into seven geographical 'local areas', with localised statistical profiles provided for each local area by id. - The data population experts. This segmenting is based on the 2016 Census conducted by the Australian Bureau of Statistics.

Figure 5: Frankston City's local areas





The data available at a local area level is extremely valuable in understanding suburb level population profiles across the municipality. See Table 4 (below) for the statistical profiles of each of the seven local areas within Frankston City, with respect to the distribution of children aged 0-6 in the municipality.

Table 4. Local Area Profiles

Frankston South Total population: 18,241 0-6 year old population: 1,424 (7.8%) Total households: 6,818 Households with children: 3,120 (including 2,467 couple households and 653 single parent households) SEIFA score: The average score of this local area is 1,075.3 (ranks in the 89 th percentile for local area advantage in Australia, and highest in Frankston City) compared to 1,001 for Frankston City.	Langwarrin & Langwarrin South Total population: 23,829 0-6 year old population: 2,170 (9.1%) Total households: 8,022 Households with children: 4,299 (including 3,241 couple households and 1,058 single parent households) SEIFA score: The average score of this local area is 1,045.7 compared to 1,001 for Frankston City, indicating lower disadvantage.	Karingal Total population: 13,386 0-6 year old population: 1,307 (9.7%) Total households: 5,431 Households with children: 2,123 (including 1,210 couple households and 913 single parent households) SEIFA score: Karingal scores 955, lower than the Frankston City average of 1,001, indicating slightly increased disadvantage.
Frankston Heights and Central Total population: 23,125 0-6 year old population: 1,844 (7.9%) Total households: 10,265 Households with children: 3,482 (including 2,049 couple households and 1,433 single parent households) SEIFA score: The average score of this local area is 979.2 compared to 1,001 for Frankston City, indicating slightly higher disadvantage.	Carrum Downs, Skye and Sandhurst Total population: 33,631 0-6 year old population: 3,647 (10.8%) Total households: 11,906 Households with children: 6,061 (including 4,434 couple households and 1,627 single parent households) SEIFA score: The average score of this local area is 1,009.5 compared to 1,001 for Frankston City, indicating lower disadvantage.	Frankston North Total population: 5,737 0-6 year old population: 500 (8.7%) Total households: 2,380 Households with children: 900 (including 411 couple households and 489 single parent households) SEIFA score: The average score of this local area is 823 (ranks in the 4 th percentile for local area disadvantage in Australia), compared to 1,001 for Frankston City, indicating much higher disadvantage.
Seaford Total population: 16,402 0-6 year old population: 1,421 (8.6%) Total households: 7,175 Households with children: 2,538 (including 1,667 couple households and 916 single parent households) SEIFA score: The average score of this local area is 993.6 compared to 1,001 for Frankston City, indicating higher disadvantage.		

7 Services for Children and families in Frankston

7.1 Service delivery

Local government have a joint responsibility with the State and Commonwealth to ensure that locally accessible family and children's services are provided to support families in the care, protection, health, development and education of young children. Councils determine the most effective means of providing a service to the community through such principles as evidence-based practice, responsiveness and accessibility.

7.2 Council's universal service

Councils play a vital role in providing accessible services in local communities, from support services and programs to events, open space and facilities promoting participation in community life. The MEYP aspires to enable the increased participation of families with young 0-6 year old children in our universally available programs and services. This includes leveraging the Frankston Arts Centre's vibrant schedule of shows and events; identifying value-add opportunities available through the neighbourhood house network and library services, so that they can be enjoyed by more families with young children in the community. It also includes making known the available early years program across the municipality, including those provided by external providers (see Appendix C Frankston City Early Years Services Index).

7.3 Council's Early Years Services

Council provides the following specialist services for children in the municipality from birth to 6 years:

- **Universal MCH Program:** a free, universally accessible, state-wide service for all families with children from birth to school age.
- **Enhanced MCH Program:** a short-term intervention based intensive support for families with children 0-3 years who are experiencing a period of increased need. This program is offered in addition to the Universal MCH Program.
- **Sleep and Settling Model of Care:** evidence-informed information sessions and outreach delivered through the Universal MCH program to provide additional support to families around age appropriate sleep and settling.
- **First-Time Parent Groups:** Maternal and Child Health facilitated groups addressing the challenges and stresses that may be associated with the transition to parenthood. The purpose is to enhance parental and emotional wellbeing, parent-child interaction, provide opportunities to establish informal networks and supports, and increase confidence in parenting.
- **Immunisation Program:** infant and secondary school immunisation programs delivered as per the National Immunisation Program.
- **Best Start Program:** an early years initiative to support families and care givers to provide the best possible environment, experiences and care for children from birth to age 8 years. The program has a partnership approach and focusses on children experiencing vulnerability and all Aboriginal children and supports engagement into universal services such as Maternal and Child Health, Supported Playgroups and Kindergarten.

- **Supported Playgroup Program:** funded by DHHS, these playgroups aim to improve the learning, development and wellbeing outcomes for children 0-5 years. Qualified facilitators deliver a set of evidence-based strategies that parents can use to enhance the home learning environment for their children from birth up to school age.
- **Playgroup Development and Support:** capacity build community playgroups and support community connectedness through playgroup.
- **Mahogany Rise Child and family Centre:** a 59 place long day care centre within the grounds of the Mahogany Rise Primary School. The service offers educational care to children 0-5 years old and includes a funded kindergarten program.
- **Kindergarten Central Registration:** priority of access guidelines to support equitable participation for the community's most vulnerable children.

7.4 Funding context – early years

In line with the joint responsibility that local government has with State and Federal Governments in the local delivery of early years services, Table 5 below outlines the funding contributions made by all tiers of government to deliver Council. Funding streams are complex, and funding is provided within parameters by which each service may operate. All external funding is subject to annual reporting and acquittal.

Table 5. Council's Early Years' service funding context

Program/Service funder	Commonwealth	State	Local
Universal Maternal and Child Health		✓	✓
Enhanced Maternal and Child Health		✓	
First-Time Parent Groups		✓	✓
Sleep and Settling		✓	
Family Consultations		✓	
Immunisation Program	✓	✓	
Best Start		✓	
Supported Playgroups		✓	
Playgroup development			✓
Kindergarten Central Registration			✓
Mahogany Rise Child and Family Centre	✓	✓	✓
Special Projects			✓

State-wide funding directives 2021-2025:

To ensure positive early childhood development outcomes, the Victorian Government has determined to focus on the following:

- School readiness funding to be introduced across Victoria in 2021
- Funding of 3 year old kindergarten for Victorian children. Rollout of funded 3 year old kindergarten will commence for Frankston Early Childhood Education and Care Services (ECEC) in 2022
- Continue to deliver high quality Universal and Enhanced Maternal and Child Health services
- Maternal and Child Health Sleep and Settling Model of Care embedded into state-wide MCH services – commenced at Frankston City Council in 2021.
- Continue to deliver the National Immunisation Program to infants, children and secondary school students



- Building Blocks, a planning and funding program to support the construction and deliver the early childhood infrastructure (commencing 2020)

7.5 Service planning for future demand

It is well recognised that the early years of life set the pathway for successful lifelong learning. When it is well located, fit for purpose and well maintained, community infrastructure helps to ensure that Council can provide the services needs of the community, in the neighbourhoods where they live. As such Council will continue to plan for the development of new early years facilities, and the upgrading of existing early years infrastructure to ensure families have local access to the full range of parenting programs and supports, along with quality early childhood education for their children.

When considering the development of new facilities Council has sought to meet families' multiple (as opposed to single) needs, making services more accessible and responsive. Service integration provides a key hub for the community, bringing together a range of services where professionals can work together to deliver education, care, health and support services to children and their families.

In 2021, Frankston City Council worked in partnership with DET to develop a Kindergarten Infrastructure and Service Plan (KISP) to support planning for future access to funded kindergarten places for all 3 and 4 year old children. The KISP contains data on current kindergarten places available and the expected demands for 2029 in each local area.

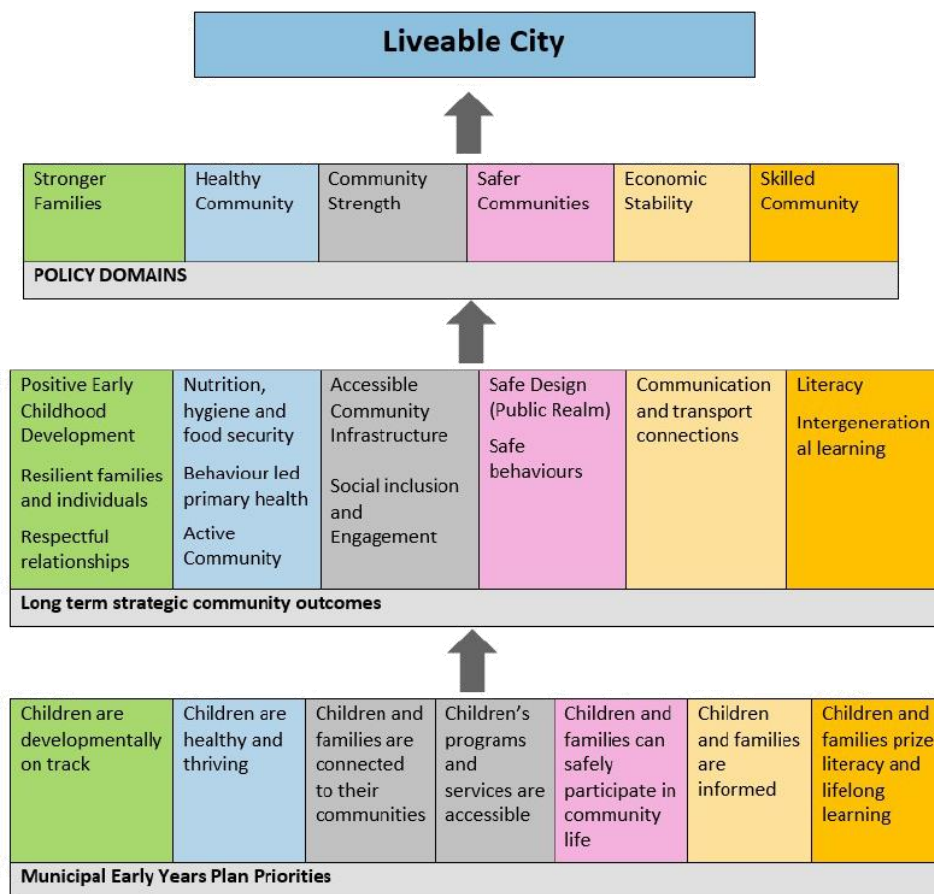
The following local areas are highlighted as short term priorities for new kindergarten facilities in Council's Long Term Infrastructure Plan (2020 – 2030)^{xi} to support the expected increase in kindergarten demand:

- Langwarrin
- Frankston South
- Seaford

9. Outcomes

The MEYP will support Council to achieve its long term strategic community outcomes across our key CBOF policy domains with a focus on directly contributing to six of Council's long-term strategic community outcomes.

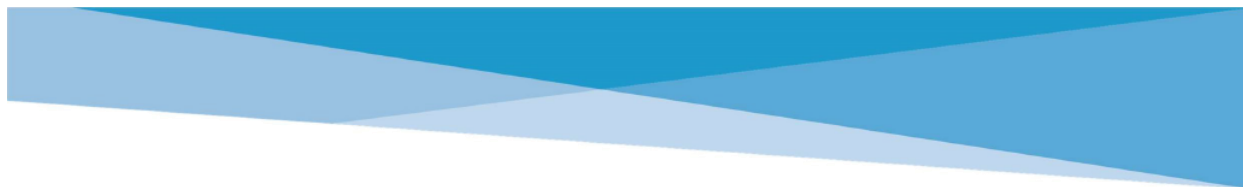
9.1 Program logic



9.2 Long Term Outcomes and Indicators

CBOF Policy Domain: Stronger Families	<ul style="list-style-type: none"> Positive Early Childhood Development Resilient Families and Individuals Respectful Relationships 	<p>Proportion of children who are immunised</p> <p>Proportion of children who attend their 18 month old KAS consultation (FCC data)</p> <p>Proportion of children who attend their 2 year old KAS consultation (FCC data)</p> <p>Proportion of children who attend their 3.5-year old KAS consultation</p> <p>Proportion of children participating in kindergarten for the year before school</p> <p>Proportion of children whose parents report one or more concerns with their speech and language upon entry to school</p> <p>Proportion of children who are developmentally vulnerable upon school entry</p> <p>Percentage of families that have moved in the past five years</p> <p>Percentage of people experiencing high levels of psychological distress</p> <p>Proportion of adults ever diagnosed with anxiety or depression</p> <p>Number of primary prevention programs with respectful relationship components</p>
CBOF Policy Domain: Healthy Community	<ul style="list-style-type: none"> Nutrition, hygiene and food security Behaviour led primary health Active Community 	<p>Proportion of babies breastfed for six months</p> <p>Proportion of children fully immunised by the time they start school</p> <p>Proportion of babies, birth to one, participating in 30 minutes a day of supervised floor play or tummy time</p> <p>Proportion of children, 1 to 6 years participating in 180 minutes a day of active play</p>
CBOF Policy Domain: Community Strength	<ul style="list-style-type: none"> Social inclusion and Engagement Vibrant community Accessible Community Infrastructure 	<p>Satisfaction level with the local council's community consultation and engagement</p> <p>Number of people participating in community consultations</p> <p>Number of attendees at First Time Parent Groups, Parent Education Sessions, Supported Playgroups and community playgroups</p>

		<p>Proportion of CALD families accessing universal services including MCH, immunisation, playgroups, childcare and kindergarten</p> <p>Proportion of people who feel that they live in a close knit neighbourhood</p> <p>Number of people who attended local festivals, events, performances and library events</p> <p>Proportion of Council owned community infrastructure that meets DDA compliance and Service standards around accessibility</p> <p>Average fit-for-purpose rating for community infrastructure including MCH, childcare, playgroups, kindergartens and community centres.</p> <p>Percentage of community infrastructure accommodating council's universal services located within 500m of an activity centre and public transport.</p>
<p>CBOF Policy Domain: Safe Communities</p>	<ul style="list-style-type: none"> • Safe Design (public realm) • Safe behaviours 	<p>Number of people accessing shared spaces that have been identified for activation</p> <p>CPTED principles are included in the local council's Capital Works projects</p> <p>Responsiveness to complaints about community infrastructure</p> <p>Rate of substantiated child abuse</p> <p>Rate of children on Child Protection orders</p> <p>Number of family violence police call-outs</p>
<p>CBOF Policy Domain: Economic Sustainability</p>	<ul style="list-style-type: none"> • Communication and transport connections 	<p>Satisfaction levels with the local council's information sharing and communication with the community</p>
<p>CBOF Policy Domain: Skilled Community</p>	<ul style="list-style-type: none"> • Literacy • Intergenerational learning 	<p>Proportion of population who have a library membership</p> <p>Number of children attending story time and other early childhood literacy events</p> <p>Proportion of children achieving literacy benchmarks (Grades 3 and 6)</p>



10. Delivery, Monitoring and Evaluation

10.1 Implementation

Family Health Support Services Department will be the primary responsibility of the coordination of the MEYP action plan implementation.

Implementation oversight will be facilitated through the establishment of an Early Years Implementation Group, a representative group from across Council, chaired by the Coordinator Children's Services / Coordinator Maternal and Child Health and Immunisation, with delegated responsibility to oversee the effective implementation of the MEYP action plan, including the delivery of Annual Implementation Plan's to ensure that any emerging issues impacting young children and their families are identified and responded to through the Municipal Early Years Plan over the next four years.

10.2 Funding

Funding and identification of additional resourcing required will be managed by the Family Health Support Services Leadership Group as part of Council's annual budget process, along with funding opportunities available via external sources to support Council's early years aspirations as articulated in the MEYP.

10.3 Monitoring and evaluation

The Early Years Implementation Group will undertake six monthly progress and impact monitoring of the MEYP action plan, with progress assessed on the basis of *satisfactory achievement* of actions, and impact assessed on the basis of *benefits derived* through the undertaking of each action. This will support effective decision making regarding future investment of Council efforts in influencing healthy, connected, informed and involved families with young children throughout the community. The Manager, Family Health Support Services will submit an annual *Early Years Progress Report* to Council, which will include:

- Evaluation of progress to date;
- Identification of risks, barriers, emerging trends; and
- Recommendations for new or modified actions, or additional resources needed for the following year.

Further information

For further information about the Municipal Early Years Plan please contact Council's Family Health Support Services Department (info@frankston.vic.gov.au).



11. MEYP Actions Table

CBOF Policy Domain 1: Stronger Families		
Sub Outcome 1.1: Positive Early Childhood development		
Measures	Action	Resourcing
Children are visiting Maternal and Child Health for Key Ages and Stages consultations	1.1.1 Ensure regular promotion of the MCH service through various platforms	*
	1.1.2 Explore the re-introduction of out of hours MCH	
	1.1.3 Supported playgroup facilitators to identify families who have missed MCH KAS visits	
	1.1.4 Explore additional opportunities for outreach MCHI services	
	1.1.5 MCHI outreach to early years services including supported playgroups	
	1.1.6 Prioritise improved coordination across Early Years Services to enhance our service delivery	
Children are attending kindergarten the year prior to school	1.1.7 Provide community feedback to kindergarten Early Years Manager and Committees of Management	
	1.1.8 Continue to monitor the kindergarten central registration system for ease of use	
	1.1.9 Planning and advocacy for additional kindergarten provision across the municipality to ensure adequate supply	
	1.1.10 Explore the introduction outreach Kindergarten Central Registration	
Children are developmentally on track by their first year of school	1.1.11 Explore the opportunity to provide access to Supported Playgroups across the municipality for families professionally referred	
	1.1.12 Continue to deliver high quality early years health, education and care services	
	1.1.13 Identify and address emerging service gaps to enhance Councils capacity to support families with children 0-6 years of age	
	1.1.14 Ensure a collaborative approach across Council in identifying and addressing any emerging program, and service gaps in supporting the needs of families with children 0-6 years of age	
	1.1.15 Enhance collaboration with medical, allied health and specialist services to offer supports for parents with 0-6 year old children	

	1.1.16 Explore a concierge/social worker to assist families with 0-6 year old children to navigate the service systems within the municipality	
Sub Outcome 2: Resilient Families and Individuals		
Measures	Action	Resourcing
People experience positive mental health	1.2.1 Explore collaboration opportunities with Peninsula Health and other services to offer mental health supports for parents with 0-6 year old children	
	1.2.2 Seek funding opportunities to deliver mental health and resilience promotional activities and programs for children 0-6 years and their families	*
Individuals and families have relationships and social networks to enable them to respond to, withstand, and recover from adverse situations	1.2.3 Explore opportunities to engage families with 0-6 year old children that are new to the area	
	1.2.4 Explore opportunities to expand Council's Pop-Up Playgroup program	
Respectful Relationships	1.2.5 Continue the delivery of First-Time Parent Groups within the MCH service	*
	1.2.6 Seek funding to deliver the family violence prevention program 'Baby Makes 3'	
	1.2.7 Support the 'THRIVE' collective impact initiative in the municipality	
CBOF Policy Domain 2: Healthy Community		
Sub Outcome 2.1 Nutrition, hygiene and food security		
Measures	Action	Resourcing
Residents are able to access fresh healthy food	2.1.1 Explore the opportunity to introduce the Infant Feeding Activity and Nutrition (INFANT) program within the MCH service	
	2.1.2 Explore funding and collaboration opportunities to provide a Council breast feeding support service (as an extension to the funded MCH program)	
Sub Outcome 2.2 Behaviour led primary health		
People are actively involved in their own preventative health	2.2.1 Continue to deliver a high quality MCH and immunisation service reaching all 0-6 year old children in the municipality, including outreach service to families experiencing vulnerability	

Sub Outcome 2.3 Active Community			
People are involved in formal and informal sport and recreation	2.3.1	Provide age appropriate information and resources about the importance of physical activity and limiting screen time	*
	2.3.2	Explore the viability of establishing a flexible, interactive shop-front children’s space in Frankston Central	
	2.3.3	Explore partnership opportunities to establish a low cost, all abilities, physical activity program for families with 0-6 year old children in the municipality	
	2.3.4	Deliver Council’s Supported Playgroup program to include regular nature play sessions in local neighbourhoods to encourage active play	
	2.3.5	Explore further opportunities to introduce a Bush Kindergarten in the Municipality	
CBOF Policy Domain 3: Community Strength			
Sub outcome 3.1 Social inclusion and engagement			
Measures	Action	Resourcing	
There are opportunities to have a say on important issues	3.1.1	Ensure a continuous improvement approach to service delivery utilising various community feedback mechanisms	
	3.1.2	Explore opportunities to respectfully include children’s voices in consultation activities	
People are connected with their community	3.1.3	Continue to promote, support and provide opportunities for families and caregivers to participate in local early years programs	
	3.1.4	Continue to support connection to community for the Aboriginal and Torres Strait Islander families in our municipality	
	3.1.5	Explore opportunities that enable community connection and social inclusion for families experiencing barriers to participation	
People from culturally and linguistically diverse backgrounds are accessing services	3.1.6	Continue to provide a culturally sensitive and appropriate service to families from culturally and linguistically diverse backgrounds	
Sub Outcome 3.2 Accessible Community Infrastructure			
Measures	Action	Resourcing	
Community infrastructure can be physically accessed by all of the community	3.2.1	Ensure all (new and ageing) Council facilities are accessible and fit for purpose for families	

There is adequate community infrastructure to meet the community's service needs	3.2.2	Continue to assess the infrastructure needs of the community, anticipate future need, and respond appropriately in collaboration with other Council departments	
	3.2.3	Identify and advocate for improved public transport in areas where Council's services are located farther than 500m from public transport	
CBOF Policy Domain 4: Safe Community			
Sub Outcome 4.1 Safe design (public realm)			
Measures	Action		Resourcing
Public places are fit for purpose, activated, and have visual appeal	4.1.1	Advocate for all parks, reserves, outdoor spaces and the Frankston foreshore to be accessible, safe and suitable for all families with children aged 0-6 years	
Sub Outcome 4.2 Safe behaviours			
Communities are free from violence and abuse	4.2.1	Deliver services by practicing within legislative and professional requirements	
CBOF Policy Domain 5: Sustainable Economy			
Sub Outcome 5.1 Communication and transport connectivity			
Measures	Action		Resourcing
The community has access to timely and accurate information from Council	5.1.1	Ensure effective, and accessible communication and dissemination of information with families about programs, services, events and activities through a range of channels	
	5.1.2	Introduce a kindergarten Communication Plan to promote 3 year old funded kindergarten	
	5.1.3	Explore cross-promotional opportunities between early years health and wellbeing service providers	
	5.1.4	Continue to ensure effective sector wide sharing of information, stakeholder networking, and engagement	
CBOF Policy Domain 6: Skilled Community			
Sub Outcome 6.1 Literacy			
Measures	Action		Resourcing
Families and individuals are involved in activities promoting literacy	6.1.1	Continue to promote the value of literacy within early years programs	
Literacy rates are in line with the State average	6.1.2	Continue to support the Frankston North Education Plan to improve learning outcomes for the community	



Sub Outcome 6.2 Intergenerational lifelong learning		
People are engaged in learning throughout their lives	6.2.1 Support the implementation of the Frankston North Our Place Site Implementation Plan	
	6.2.2 Introduce grandparent/grandchild intergenerational activities across the municipality	

*Denotes additional funding is required to deliver this action

12. Appendices

A. Community Consultation Plan (A4345336)

B. MEYP Consultation Report (A4425083)

C. Frankston City Early Years Services Index (A4399389)

ⁱ Australian Government Department of Prime Minister and Cabinet (2008), Families in Australia 2008, Commonwealth of Australia, pg.6

ⁱⁱ Victorian Government Department of Health and Human Services (2019), Maternal and Child Health Service Guidelines, 2019, Victorian Government, pg.6

ⁱⁱⁱ Australian Government Department of Education and Training (2018), Belonging, Being & Becoming The Early Years Learning Framework for Australia, 2018, pg.11

^{iv} Victorian Department of Education and Training (2016), Victorian Early Years Learning and Development Framework For all Children from Birth to Eight Years, 2016, pg.5

^v Measuring the effects of education on health and civic engagement: Proceedings of the Copenhagen symposium. Chapter 4 What are the effects of education on health? OECD 2006.

^{vi} Australian Government Department of Education. Benefits of Educational Attainment: Financial Stress. 2019

^{vii} Family Financial Stress, Parenting and Problem Behaviour in Adolescents: An Actor-Partner Interdependence Approach 2013 Ponnet, Wouters Goedeme

^{viii} Australian Bureau of Statistics. Population Census 2016

^{ix} id. - The data population experts <https://atlas.id.com.au/frankston>

^x Australian Government Centre for Population, Population Statement December 2020 (2020),

^{xi} Australian Institute of Health and Welfare. Australia's health 2016.

^{xii} Victorian Population Health Survey 2017

^{xiii} Ibid

^{xiv} Ibid

^{xv} Victorian Child and Adolescent Monitoring System (Victorian Government)

^{xvi} Victorian Population Health Survey

^{xvii} Victorian Population Health Survey



^{xviii} Victorian Population Health Survey 2014

^{xix} Victorian Population Health Survey 2014

^{xx} Crime Statistics Agency – purchased data

^{xxi} Frankston City Council, Long Term Infrastructure Plan (2020-2030)

APPENDIX C. FRANKSTON CITY EARLY YEARS SERVICES INDEX

Suburb	Facility	Programs/Services	Provider
Carrum Downs	Banyan Fields Child & Family Centre	<ul style="list-style-type: none"> MCH Immunisation Kindergarten 	FCC Early Years Management (EYM)
Carrum Downs	Botany Park Preschool Botany Park MCH	<ul style="list-style-type: none"> MCH Immunisation Kindergarten 	FCC Committee of Management
Carrum Downs	Bowerbird Kindergarten	<ul style="list-style-type: none"> Kindergarten 	EYM
Carrum Downs	Carrum Downs ELC	<ul style="list-style-type: none"> Long day care 	Private
Carrum Downs	Clever Kids ELC	<ul style="list-style-type: none"> Long day care 	Private
Carrum Downs	Goodstart ELC – Arcadia St	<ul style="list-style-type: none"> Long day care 	Not for profit
Carrum Downs	Goodstart ELC – Frankston Dandenong Rd	<ul style="list-style-type: none"> Long day care 	Not for profit
Carrum Downs	Goodstart ELC – Hall Rd	<ul style="list-style-type: none"> Long day care 	Not for profit
Carrum Downs	Hope Carrum Downs	<ul style="list-style-type: none"> Long day care 	Private
Carrum Downs	Kids Paradise Childcare Pty Ltd	<ul style="list-style-type: none"> Long day care 	Private
Carrum Downs	Kinder at Flinders	<ul style="list-style-type: none"> Kindergarten 	School
Carrum Downs	Little Starters EL & Kinder	<ul style="list-style-type: none"> Long day care 	Private
Carrum Downs	Lyrebird ELC	<ul style="list-style-type: none"> Long day care 	Private
Carrum Downs	Play 'N' Grow ELC and Kindergarten	<ul style="list-style-type: none"> Long day care 	Private
Carrum Downs	Rowellyn Preschool Rowellyn MCH	<ul style="list-style-type: none"> Kindergarten MCH 	Committee of management FCC
Frankston	Aussie Kindies EL	<ul style="list-style-type: none"> Long day care 	Private
Frankston	Bayside Childcare	<ul style="list-style-type: none"> Long day care 	Private
Frankston	Bayview Kindergarten	<ul style="list-style-type: none"> Kindergarten 	EYM
Frankston	Erinwood Kindergarten	<ul style="list-style-type: none"> Kindergarten 	EYM

Frankston	Frankston House Sanctuary of Early Learning	<ul style="list-style-type: none"> Long day care 	EYM
Frankston	Joy St MCH	<ul style="list-style-type: none"> MCH Immunisation Kindergarten 	FCC
	Frankston Preschool		EYM
Frankston	Hope ELC	<ul style="list-style-type: none"> Long day care 	Private
Frankston	Hope ELC Frankston Heights	<ul style="list-style-type: none"> Long day care 	Private
Frankston	Long Island ELC	<ul style="list-style-type: none"> Long day care 	Private
Frankston	Montague Park Kindergarten	<ul style="list-style-type: none"> Kindergarten MCH 	EYM
	Montague Park MCH		FCC
Frankston	Our House Early Learning World	<ul style="list-style-type: none"> Long day care 	Private
Frankston	Windermere ELC	<ul style="list-style-type: none"> Long day care 	Not for profit
Frankston	Frankston Mechanics Hall	<ul style="list-style-type: none"> Immunisation 	FCC
Frankston	Lakewood Child and Family Centre	<ul style="list-style-type: none"> MCH Immunisation 	FCC
Frankston North	Aldercourt Child and Family Centre	<ul style="list-style-type: none"> Kindergarten 	EYM
Frankston North	Alpina St ELC	<ul style="list-style-type: none"> Long day care 	Private
Frankston North	Mahogany Rise Child and Family Centre	<ul style="list-style-type: none"> Long day care Kindergarten MCH 	FCC
			EYM
Frankston North	Frankston North Community Centre	<ul style="list-style-type: none"> Immunisation 	FCC
Karingal	Ballam Park Kindergarten	<ul style="list-style-type: none"> Kindergarten 	Committee of management
Karingal	Karingal PLACE Kindergarten	<ul style="list-style-type: none"> Kindergarten MCH Immunisation 	EYM
	Karingal PLACE MCH		FCC
Karingal	Karingal East Kindergarten	<ul style="list-style-type: none"> Kindergarten 	EYM
Karingal	Kidding Around Childcare and Kindergarten	<ul style="list-style-type: none"> Long day care 	Private
Frankston South	Baden Powell Kindergarten	<ul style="list-style-type: none"> Kindergarten 	EYM
Frankston South	Baden Powell MCH	<ul style="list-style-type: none"> MCH 	FCC
Frankston South	Delacombe Park Kindergarten	<ul style="list-style-type: none"> Kindergarten 	EYM
Frankston South	First Early Learning	<ul style="list-style-type: none"> Long day care 	Private
Frankston South	Goodstart ELC Frankston Flinders Rd	<ul style="list-style-type: none"> Long day care 	Not for profit
Frankston South	Goodstart ELC Stotts Lane	<ul style="list-style-type: none"> Long day care 	Not for profit

Frankston South	Little Acorn Childcare	• Long day care	Private
Frankston South	Minimbah Early Childhood Centre	• Long day care	School
Frankston South	Paratea Kindergarten	• Kindergarten	Committee of management
Frankston South	Piccolo's Accelerated ELC	• Long day care	Private
Langwarrin	Alto Early Learning	• Long day care	Private
Langwarrin	Bayport Kindergarten	• Kindergarten	Committee of management
Langwarrin	Bayside Christian College ELC	• Long day care	School
Langwarrin	Cricklewood Childcare Centre	• Long day care	Private
Langwarrin	First Grammar Gumnut Drive	• Long day care	Private
Langwarrin	Goodstart ELC Langwarrin	• Long day care	Not for profit
Langwarrin	Happy Sunshine ELC	• Long day care	Private
Langwarrin	Kids Paradise Long St	• Long day care	Private
Langwarrin	Lang Park ELC and Kindergarten	• Long day care	Private
Langwarrin	Langwarrin Park Kindergarten	• Kindergarten	Committee of management
Langwarrin	Langwarrin Kindergarten	• Kindergarten	Committee of management
Langwarrin	Wonnai Kindergarten	• Kindergarten	Committee of management
Langwarrin	North Gateway World of Learning	• Long day care	Private
Langwarrin	Platypus Junction Langwarrin Pty Ltd	• Long day care	Private
Langwarrin	Veronica Street Children's Centre	• Long day care	Private
Langwarrin	Langwarrin MCH	• MCH • Immunisation	FCC
Langwarrin	Langwarrin Park MCH	• MCH	FCC
Seaford	Belvedere Park Kindergarten	• Kindergarten	Committee of management
Seaford	Belvedere Park MCH	• MCH • Immunisation	FCC
Seaford	Seaford MCH	• MCH • Immunisation	FCC
Seaford	Riviera Kindergarten	• Kindergarten	EYM
Seaford	Seaford Heights Kindergarten	• Kindergarten	EYM
Seaford	Seaford Kindergarten	• Kindergarten	Committee of management



Seaford	Cherry Lane Children's Centre	• Long day care	Private
Seaford	Genius Childcare Seaford	• Long day care	Private
Seaford	Green Cottage Child Care	• Long day care	Private
Seaford	Seaford Early Learning and Kinder	• Long day care	Private

Executive Summary**12.9 Animal Regulations and Council Orders**

Enquiries: (Tammy Beauchamp: Communities)

Council Plan

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

Purpose

To brief Council on the results of the general public consultation of the current Domestic Animal Regulations and to present recommended changes to these regulations based on the feedback provided by the community.

Recommendation (Director Communities)

That Council:

1. Authorises the commencement of the formal process to consider amending the existing Council Orders under the Domestic Animals Act 1994, with a view to:
 - Implementing a 24/7 Cat Curfew;
 - Implementing a designated free roam area on the foreshore; and
 - Revoking the existing Council Order that prohibits dogs on lead in the Frankston Central Activities Area (CAA);
2. Endorses the proposed changes to the Council Orders to be publicly exhibited for a period of 4 weeks from Tuesday 20 July to Tuesday 17 August 2021; and
3. Notes that any submissions will be heard by Council and a final report will be presented at the September Council Meeting to enable Council to formally consider whether to proceed with amending the existing Council Orders under the Domestic Animals Act 1994.

Key Points / Issues

- At the Council meeting 29 March 2021 Council resolved officers undertake general community engagement on the existing Council Orders relating to:
 - Cat curfew – dusk to dawn
 - No dogs off lead on beaches
 - No dogs within the Central Activities District of Frankston;
- Officers consulted with the community between 3 May 2021 and 30 May 2021 through an on line survey. , the total number of 764 responses were received including 250 which were received in person at the community consultation “pop ups”
- The survey included the following four questions:
 - Do you own a cat or dog?
 - Should cats be confined to their owner’s property at all times?
 - Should dogs be allowed off leash on the beach?

12.9 Animal Regulations and Council Orders**Executive Summary**

- Should dogs be allowed in the Central Activities District of Frankston?
- If Council was to resolve to change any of the orders it is recommended these changes are completed in time for 1 December 2021 (summer period).
- Undertaking a trial requires the same consultation and legal processes as implementing changes on a permanent basis. Given the community's feedback to date it is not recommended to proceed with trial and instead implement a 24/7 Cat Curfew, designated free roam area on the foreshore and permit dogs on lead in the Frankston CAA with a view of reviewing these orders again in 2024 as part of the next Domestic Animal Management Plan (DAMP) review.
- In order to make these changes formal public exhibition of the proposed Council Orders should take place for 4 weeks with a hearing of submitters and a recommended final report for adoption to be presented at the September Ordinary Meeting
- If Council was to establish a free roam area on the foreshore, officers recommend quieter areas such as Keast Park near the Kingston border (preferred) or south of Seaford Road between Emergency Marker FCC133 and FCC135. It should be noted that the property team has advised that any such proposal should stipulate that the designated free roam area be located where there is sufficient dune protection fencing to prevent dogs entering the sensitive dune system.
- Based on feedback to date officers recommend moving to create the following Council Orders in accordance with the Domestic Animals Act 1994 and call for formal community submissions to provide feedback on these proposed council orders:
 - Implement a 24/7 Cat Curfew
 - Implement a designated free roam area on the foreshore
 - Removal of previous Council Order that prohibits dogs on lead in the Frankston Central Activities Area (CAA);
- The table below outlines the current orders and proposed changes that feedback is requested:

Council Order	Current Order	Proposed Changes
Cat Curfew	The owner of a cat must not allow that cat to wander at large outside the owner's property between sunset and sunrise.	This order will be amended to require cat owners to confine their cats on their premises 24 hours a day, 7 days a week.
Roam free area on foreshore	<p>Dogs are not permitted on the foreshore between 9.30am and 7.30pm between 1 December and 31 March.</p> <p>Dogs are permitted at other times, provided they are under effective control of a chain, cord or leash.</p>	This order will be amended to allow for a section of the foreshore to be designated as a roam free area for dogs.

12.9 Animal Regulations and Council Orders**Executive Summary**

Dogs in Frankston CAA	Dogs are prohibited from the CAA area of Frankston	This order will be removed. Dogs will be allowed in the CAA and will be subject to current laws regarding dogs (must be on a leash, must pick up after it, must be registered).
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Financial Impact

There will be financial implications in implementing these changes namely in legal fees, signage, infrastructure and community education. It is expected these costs will exceed \$20,000 and a more detailed cost analysis will be provided in the September report after officers have undertaken further investigation.

Consultation**1. External Stakeholders**

Council consulted with the community through an on line survey between 3 May 2021 and 30 May 2021, during this time 764 responses were received and the associated comments are attached to this report and a summary is provided below.

Whilst the summary in **Attachment B** shows a clear preference, comments provided by the community (**Attachment A**) also highlighted, only sections of the foreshore should be off lead and many had concerns regarding dogs not being under effective control of their owners.

Other Stakeholders

Officers undertook 6 community pop ups in Frankston CAA, Seaford Aus-kick, Langwarrin Shopping Centre, Karingal Hub, Excelsior Drive Frankston North, Frankston Market.

Officers spoke with over 250 residents at these pop ups in addition to social media posts and advertising in Frankston City News & the Engagement Newsletter

Analysis (Environmental / Economic / Social Implications)

It is anticipated making changes to the Domestic Animal Management Plan will support improvement of the wellbeing and health of the community.

The Domestic Animal Management Plan sets the strategic direction for animal management within Frankston City over the next four years to enable the safety, amenity and health and wellbeing of the community.

Legal / Policy / Council Plan ImpactCharter of Human Rights and Responsibilities

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

Legal

Any measures or changes must be considered within the Domestic Animal Management Plan framework under the Provisions of the Domestic Animals Act 1994. Section 68A Councils to prepare Domestic Animal Management Plans.

12.9 Animal Regulations and Council Orders**Executive Summary**

A Domestic Animal Management Plan prepared by a Council must:

- a) *Set out a method for evaluating whether the animal control services provided by the Council in its municipal district are adequate to give effect to the requirements of this Act and the regulations; and*
- b) *Outline programs for the training of authorised officers to ensure they can properly administer and enforce the requirements of this Act in the Council's municipal district; and*
- c) *Outline programs, services and strategies which the Council intends to pursue in its municipal district—*
 - (i) *To promote and encourage the responsible ownership of dogs and cats; and*
 - (ii) *To ensure people comply with this Act, the regulations and any related legislation; and*
 - (iii) *To minimise the risk of attacks by dogs on people and animals; and*
 - (iv) *To address any over-population and high euthanasia rates for dogs and cats; and*
 - (v) *To encourage the registration and identification of dogs and cats; and*
 - (vi) *To minimise the potential for dogs and cats to create a nuisance; and*
- (vii) *To effectively identify all dangerous dogs, menacing dogs and restricted breed dogs in that district and to ensure those dogs are kept in compliance with this Act and the regulations; and*
- (d) *Provide for the review of existing orders made under this Act and local laws that relate to the Council's municipal district with a view to determining whether further orders or local laws dealing with the management of dogs and cats in the municipal district are desirable; and*
- (e) *Provide for the review of any other matters related to the management of dogs and cats in the Council's municipal district that it thinks necessary; and*
- (f) *Provide for the periodic evaluation of any program, service, strategy or review outlined under the plan.*

Policy Impacts

A key recommendation highlighted in the Domestic Animal Management Plan in 2020 is to develop a Dogs in Public Places Policy. The proposed policy will aim to provide guidelines about access to and management of dogs in public places in Frankston City. The policy will focus on planning and providing for people with dogs, as legitimate users of public places in Frankston, while minimising the conflict with other users.

Officer's Declaration of Interests

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

12.9 Animal Regulations and Council Orders**Executive Summary****Risk Mitigation**

Council actively promotes responsible pet ownership through media campaigns and the Pet's Day Out to encourage compliant behaviour. The actions outlined in the action plan within the DAMP provide further opportunity to review and refine measures to achieve responsible pet ownership holistically and with further in-depth community consultation.

Conclusion

After extensive community consultation with 764 response received there is clear view of the community with regard to current Council Orders, being 24/7 cat curfew, restrictions of dogs on the foreshore and city centre and how dogs are exercised in the public realm.

Officers are recommending, Council resolve to undertake a 4 week public exhibition with regard to implementing a 24/7 Cat Curfew, designated free roam area on the foreshore and permit dogs on lead in the Frankston CAA with Council to hear submissions in August 2021 and a report to be presented to Council in September 2021 for formal adoption and associated costs.

ATTACHMENTS

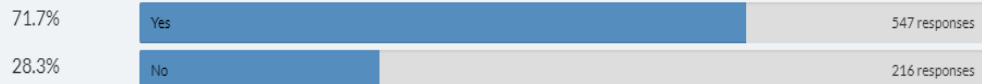
Attachment A: [↓](#) Animal Management Survey Results - Community Comments

12.9 Animal Regulations and Council Orders
Officers' Assessment**General Community Consultation Results (Attachment B)**

1

Do you own a cat or dog?

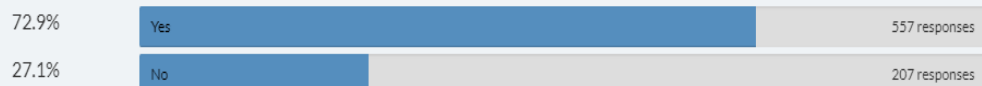
763 out of 764 people answered the question



2

Should cats be confined to their owner's property at all times?

764 out of 764 people answered the question



3

Should dogs be allowed off leash on the beach?

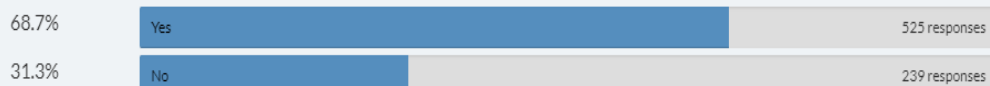
764 out of 764 people answered the question



4

Should dogs be allowed on leash in the Central Activities District of Frankston?

764 out of 764 people answered the question



Item 12.9 Attachment A: Animal Management Survey Results - Community Comments

What is wrong with the current animal management? I have two kids that are terrified of dogs. They should be able to go to Frankston CBD without encountering a dog that is not a service dog. People already breach the dog rules on the beaches so much. Dogs need to be on leash during main daylight hours. Cats shouldn't be roaming free at night
Owners of cats need poo management plans. Dogs off leashes chasing children at parks is also a problem.
Before my dog died we would go to the beach, he was intimidated by off leash dogs. A set off leash beach would be good for dogs though.
There are too many dogs already off leash that owners don't have control over. There have been many times at the beach and at parks where dogs have run (off leash) and barked up to my two young daughters, often who then get scared as they and myself don't know what the dog is going to do, the owners usually say "don't worry, they are friendly" but how are we meant to know that? Most times, the owners don't even have control over their dogs, calling them back and they don't come back. Dogs should be on leashes apart from designated off leash parks.
If dogs are allowed off leads, I believe they should be muzzled at all times. Dogs need freedom but people need to feel safe
Not off leash at parks
The residents of Frankston council cannot follow on leash of leash rules therefore it will be safer and more comfortable for the public for dogs to be off the beach and not in Frankston cbd. I am sick of people saying 'oh it's OK my dog is friendly.' That may be correct but other dogs aren't always friendly and some people have
Council needs to get serious about fining people who neglect to pick up their dogs droppings.
I choose not to own a dog or a cat, so I shouldn't be subjected to other people's pets either coming onto my property or while I'm out shopping or at the beach. There's already enough of an issue with people not cleaning up after their dogs. On the beach this would be disgusting while my young children are playing in the sand. People who are scared of dogs shouldn't have to feel scared while trying to shop in their local area. There are plenty of walking tracks and other places for dogs to be. And they should only be off leash in designated off-leash park areas, away from children.
Cats should be confined to their owner's property for their own safety and for the safety of wildlife. Too many dogs off leads at any time at the beach. If we go to the beach, we don't need a dog coming up to us and shaking water all over us or trying to eat our picnic or jumping all over the kids. At the moment it says that dogs should be on lead at all times but every time we go to the beach, there are always dogs off leads there. Also some days there is lots of poop just left on the beach or in the water where the kids are swimming.
I find it appalling that dogs are allowed inside some shops or to sit beside their owners table at a cafe. Safety hazard and uncomfortable for other patrons. Especially if they have a fear for dogs.
Stricter enforced penalties for owners not cleaning up after their dogs
I think if the dogs have been taught manners then why not. If they're jumping on people or such then no. The owner should go home.
No dogs on or off leashes on boardwalked areas, to protect people from confrontations with dog owners.
I have owned dogs previously. When walking my dogs, I was often puzzled by the attitude of some other dog owners, who allowed "free rein" and insisted their dog was harmless. I fear that if rules (that are already flaunted) are relaxed further, dog problems would increase disproportionately. If you have pets, you should act responsibly towards other people and animals. Residents and visitors should be able to enjoy the CBD and the beach, without dealing with dogs- either
A 24 hour cat ban/curfew is essential to protecting our native fauna. Presence of cats out of homes is growing - and so is the reduction of native birds and small mammals. We need to protect our native flora and fauna. It is not enough to just have a nightly curfew - it needs to be 24 hours (the same as Morn Pen) and other surrounding councils.

will not shop in mornington because of their stupid rules re dogs in shopping area

Over last few years, Frankston beach has become known as 'the dog beach'! Summer/winter, dogs constantly let off the leash, left to run across the whole of the prime beach. Presumption is - everybody MUST love dogs sniffing and weeing on towels! Signs: WAY too small - check out signs at ALL Mt Eliza beaches - much bigger, more prominent & CLEAR directions to owners. A family beach shouldnt be spoiled by continuous and growing prevalence of dogs. Would they do it in Bondi?! Never any presence of council patrolling advising owners to enforce rules. Confine dogs to one area - least populated!

Yes cats are killing our wildlife and should be kept on their own property 24hrs a day.

Iâ€™m sick of having my neighbors cats pooing on my yard. We have to clean it up daily. Dogs are fine on leashes but I have 2 small kids who have been frightened more than once by dogs running up and jumping on them- clearly out of their owners control. Owners may think they are cute, but it is not cute when they are terrifying children

I have said no to dogs being off leash at the beach but if there was certain times that people knew about that would probably be okay. More should be done to enforce owners of cats to keep their cats on their own property.

So many cats prowling around killing birds and defecating in our property is not good enough. Too many irresponsible dog owners who do not control their dogs or clean up after them

Please do not allow dogs in the shopping areas of Frankston, I want to be Able to walk with my toddler without the fear of is that dog friendly or not and not having to deal with people not picking up the dog poo

I do think there should be more designated leash free areas and even a leash free zone on the beach somewhere. Unfortunately as there isnâ€™t many owners just blatantly disregard the rules and allow their dogs to run off leash anyway. As a parent of a child with a dog phobia this makes outings very challenging when your child is constantly terrified. Iâ€™ve had several unpleasant encounters where dog owners have refused to put their dogs on leads and even abused me for â€œallowingâ€™ my child to have a dog phobia. More policing in dog free or on leash areas is needed too.

I am sick of finding injured wildlife for them to die later because of cats! Also what do I do with the bits they leave in my yard?

Needs to be enforced consequences for noncompliant dog owners, and owners that leave there dogs out to bark all day distruping their neighbours.

Dog owners disregard bylaws and donâ€™t care about other beach users or the environment and should DEFINITELY NOT be allowed to have their dogs off leash on the beach.

Cats are killing what's left of our wild life spreading disease using the place a cat litter waking you up at night. How can you just let your animal roam Peninsula has it right hardly see a cat out It's a disgrace here for our parks and reserves

Dogs need to be under control at all times. I have had a dog run from its owner and jump up on my toddler in his stroller. Luckily he was only scratched but owners repeatedly can't control their dogs in Langwarrin.

Off leash areas that are located next to eating or play areas should have a dividing fence. Example where this has been done is Overport Park Playground. Example where this has not been done is Delacombe Park Playground.

Dogs should be allowed off leash on beaches at off-peak times like early morning, evenings and during winter. Dogs should be allowed in the city centre on lead and under control anytime. Cats must absolutely be kept to owners properties at a minimum. Preferably cats would only ever be allowed outdoors in an enclosed cat run as they do so much documented damage to wildlife.

I believe dogs off lead should be aloud on certain stretch of beach. Also dogs should be aloud to enter all cordon off parks after a set time - say 7.30pm. I enjoy going down and watching the puppies play.
Itâ€™s been a long time coming for dogs to be able to be of leash at the beach, owners need to be in control of their dogs at all times though and if something should happen they are responsible
As a parent with young children I absolutely believe that dogs should NOT be allowed off leash on beaches. Every time we visit the beach there are always owners flouting the rules whose dogs, however well mannered, run up to my children and frighten them. Owners are so blasÃ© that they donâ€™t even apologise despite seeing my childrenâ€™s distress. Itâ€™s got to the point where my children and I no longer feel we are welcome to safely visit a beach. I absolutely appreciate that dogs and their owners like to exercise on the beach but this can be done with the dogs on a lead.
We have small kids and I have allergies to dog dander. Despite all the rules everyone is still letting their dogs on the beach on and off leash during summer and we can't relax as they run around, bark and get close to the babies! Families first, dogs second please! If anything please reinforce the ban by having council patrol the beaches fining dog owners - it's a gold mine!
This is very limited survey. Seems to be focused on creating rules rather than creating stratgies that allow people and animals live well together in the community. Education is always the best strategy.
Secure, leash free areas are fine. Some dogs are unpredictable and so we need to act cautiously.
Many cats are loose at night as it is, fines must be applied. dogs off leash at crowded beaches will be chaos as they will fight and poo everywhere. Particularly in summer when lots of out of town people attend the beach it will become unpleasant for everyone. It is a terrible idea.
Allowing dogs off leash at the beach especially in summer times will see them leave their urine and pop everywhere. Not to mention the fight and disruption to familys. Already to Many people disrespect the rules and allow their dogs free because their are no repercussions.
Have there on area
Certain times
Area in beach for dogs
Certain area
CBD is built for pedestrians and prefer to come here where it is dog free than Mt Eliza. Beach, dogs should only be allowed off leach Autumn and Winter. Regulations must be enforced.
At certain area and time
Yes. Cat curfew definitely and confined to their ownerâ€™s property at all times. Offer some cat enclosure help if needed. A carry basket a must to go to the vet etc. I am so over the smell of cat pee in my garden, having had cats use my place as their toilet or listening to them mating and fighting during the night. I donâ€™t own a cat so these cats think they can make my place their territory. They also set the neighbourhood dogs off. The resulting barking is not the fault of the dog! Itâ€™s just guarding its home which is why so many people own a dog. Dogs outside their property in public spaces should be on a leash at all times unless in specific leash free areas. Iâ€™ve seen too many â€œbut heâ€™s harmless & comes on commandâ€ dogs attack other dogs and people.
cats are very nasty animals they breed so quickly and often and become very vicious. I want cats to be kept indoors at all times.
People that dont pick up their dog poo should lose their pet. It is environmentally irresponsible.
Need more proactive patrols regarding dogs off leash and dog poo Cats need to be confined at all times Particularly in Seaford

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Compliment on the convenience of dog poo bins and bags at the parks
Strongly feels cats need to be confined
Strongly feels cats should be confined
I continually see cats roaming in bushland. I don't want cats in my garden and defecating on my land.
Cats should be confined at all times there is no reason to believe cats can roam at all times as this causes a great concern for native wildlife and fouling of gardens. I wonder whether cat owners would allow dog owners to let their dogs roam around the cat owners gardens and backyards. Dusk to dawn is good 24 hours is better.
There should be a designated area for dogs on the beach year round
Strongly against dogs being allowed in town centre
Need very strict rules and good signage if dogs allowed in CAA or off leash on beach
My family has the concern that regulations relating to domestic animals are not being adequately enforced by Council. Thank you
Designated dog beach, dogs on leash on beach and dogs should be allowed off leash.
Please refer to more extensive comments I submitted for the original DAMP community consultation process. Jenni alexander
There needs to be time frames for when dogs can roam off leash on beaches.
Cats are a nuisance in the reserves and are responsible for killing wildlife. Some are wild but several are known to have owners. Therefore, a 24 ban on cats roaming is essential. I have owned several dogs in the past. I still believe is no reason for dogs to be unleashed on the beach. They can be very frightening for toddlers and the elderly even when playful. They have no place in CBD.
The cat curfew should require cats to be confined to the owner's premises 24 hours a day, 7 days a week.
Fenced off on beach
Fenced area on beach and increased patrol in cbd
I think weâ€™re publicly missing freedom.
Designated dog beach
More poop bags
Prohibiting dogs from the beach prevents local residents from enjoying it in a manner they would like to enjoy. You have bigger issues of youth violence on the beach than dogs
Pets are family to alot of residents!
Dogs on the beach aren't an issue, look at Kingston council
My family often see cats coming into our garden and sometimes see native birds and possums killed.
More space
Pets are unpredictable. I donâ€™t think dogs should be allowed on leads or even on the beach at all. Kids and families are playing in these areas. The same goes for frankston CBD. Also no one wants anyone cats in their yard
Responsible pet ownership occurs on a sliding scale. Sadly, I think the rules have to presume some owners won't have good verbal control of their animals and mitigate for potential dog attacks in public spaces. I would be scares bro go to the beach, particularly with toddlers and young children, of dogs could approach us

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Dogs can go off leash on certain sections of the beach providing there is no high conservation value areas adjacent with wildlife. Cats need to be confined to their property 24 hours a day
Dogs are our best friends and majority of the people living among Frankston are well behaved and responsible pet owners. Why punish them for the odd few that stand out because they do the wrong thing. Think of how much more businesses will make profit allowing the owners to sit out and bring their dogs.
Please allow just some leash free times or in certain areas on the beach. But please allow dogs in CBD. It will help traders with more people visiting as we currently avoid Frankston as we can't take our dog.
For dogs off leash only at certain beaches at certain times. I'm down there some mornings and it literally is only dog walkers.
Can contain a cat to your property unless it's an inside cat. Cats jump fences
Guilt dogs should be able to go anywhere and cats really pussy cat u can't jump a fence. Do u think the cat is going to listen no
It is near impossible to confine cats to a property. They have claws so can jump fences. There definitely should be a designated off leash area if the beach. My dogs love to swim and often take them to the dog beach at Mentone. Dogs should be allowed in the Frankston CBD. There are many apartments there and residents should be allowed to walk their dogs in the CBD.
I believe dogs off leash for same hours as currently allowed on beach on leash. I do not think they should be on the beach at all in middle of day during summer. I agree with a cat curfew from dusk to dawn but believe they should roam around outside during day
Dogs on leash should be allowed on the beach year round. Off leash in designated sections as per current rules under owner command. Allowing dogs on beach and in the CBD will encourage more dog owners to visit Frankston and its surrounds. The current ban in the CBD is detrimental to an already struggling centre.
There should be some rules in place for pets off leash and in CBD such as must carry poo bags and pick up after them!
Have a specific dog beach/off leash area but definitely not all Frankston beaches. People unfortunately are not responsible
May need to consider some management of the dogs off leash in case any are aggressive. Having certain sections of off-leash areas on Seaford beach would be
Dogs should be allowed on the beach to enjoy the water and run as long as the owner has control - they make less mess than the average human they shouldn't have to miss out on some sunshine and fun
A dedicated dog beach in Frankston city council is needed. Dogs on leash allowed at other beaches. And maybe some off leash times allowed at certain times. Definitely not off leash at all times on any beach as dogs are not always controlled and people who have no dog should be feeling safe.
Please have more rubbish bins in maple reserve, people will be more likely to pick up after their dogs ! At the moment there are only 2 bins both on the opposite sides of the reserve, totally insufficient! Thank you
When travelling through the United Kingdom a few years back it was common to see owners with their pets in pubs, outdoor dining areas, Etc. this was pleasant to see as being the norm. I think a similar situation in the Frankston Council area would be an advantage and encourage people to walk their pets through the built up areas, stopping at restaurants and enjoying Frankston's amenities.
Council should allocate a good size area to be a 24/7 offlead beach, which includes dog poo bins and free bags at every entrance point. The fact is that whilst some people don't want dogs on the beach, if you allocate a specific area (like every other Bayside and Coastal Council), it will mean there are less people using other beaches, which makes it a win/win. As a longterm resident and rate payer, I deserve the opportunity to exercise my dog safely in Summer, without having to get in my car and drive to neighboring municipalities. Cats should also not be allowed outside at night.

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I believe it should be the owners choice to have their dog on or off leash at the beach. If there were time frames (non peak season) to walk their dog on beaches, that would be sensible. CBD- a dog should be in lead at all times.

Dogs should be allowed off leash at a designated dog beach. We travel to safety beach or rosebud and it would be great to have a dog beach in frankston. Dogs should be allowed on leash in frankston cbd. It will help increase business at cafes. We currently never go there for breakfast/lunch because we can't take our dog.

This will help develop the cafe/dining out scene in the Frankston CBD if allowed.

Council needs to do more to make people pick up their dogs poo.

There should be at least some section of beach within Frankston City Council where dogs are allowed off leash (even for a limited period of the day). I completely understand that some people have issues with dogs, however even a small section of beach which is at least dog friendly would be a good compromise. It feels like such a shame to pay rates and miss out on the beautiful beach just because you own a dog!

There are people within our community theyâ€™re absolutely petrified of dogs and we need to take them into consideration

Cat curfew from dusk to Dawn should remain. Dogs still should not be allowed on beach during summer period til 7pm

Dogs should NOT be allowed in shops, restaurants or cafe's.

Cats curfew should be enforced from dusk to dawn. Canâ€™t keep cats from roaming during the day just like you canâ€™t stop dogs from barking. Dogs should be on leash at the beach during peak periods not just for public safety but also their own. Also - whatâ€™s the councilâ€™s position on chickens being kept in suburbia? Assuming there is a limit on how many chickens a suburban house can keep? Are they inspected? Donâ€™t actually mind the chickens but donâ€™t appreciate the mice/rats and snakes they attract or the smell. What policy is in place with regards to chickens â€œroamingâ€ over my 6 foot fence!

Dogs should be allowed on the beach at all times. However during summer time they should be on a lead. Rather than not allowed on the beach during times that the council already have enforced

Majority of dog owners are responsible, need More dog bags and bins

I think cats should be kept on property for their own safety and wildlife safety. I don't have a dog and absolutely love seeing them on the beaches exercising and being happy animals. Frankston needs more dogs.

There should be more control of dogs in public areas. Dogs should only ever be off leash in the designated areas and this should be more vigorously enforced. There's been many times my kids, who are nervous about dogs, have been completely scared by off leash dogs running up to them at the park. Dogs do not need to be in or at the shops and there's no reason for them to be in the C.A.D.

Why are we the only council with no designated dog beach? Please, most of us dog owners do the right thing.

Many owners of cats in the Seaford area often allow their cats to roam outside their property at all times of the day and night - they do not abide by the curfew. Our family often encounter dogs off leash on the Frankston Foreshore as well as our local Seaford Beach off McCulloch Avenue. For some people to take it seriously, on the spot fines would need to be given...

Dogs need to be under control of owner when in public places, as some people are frightened of animals. Off leash, only in designated area of beach. On leash on beach at all times otherwise.

Dogs should only be off leash in a designated area, and only if they are well controlled (this should be policed). I donâ€™t think they should be off leash everywhere. My dogs have anxiety and some health issues, they are small and never off lead. An aggressive off lead dog (even an uncontrolled boisterous dog) could potentially kill, injure or traumatise mine. They should still be able to enjoy the on lead areas of the beach without risk.

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Especially in winter there is no reason why dogs shouldn't be allowed off-leash on Frankston beaches. Or at the very least certain designated areas. It works in other councils.
Totally understand Dec/Jan having time where dogs aren't allowed but should be 9-6pm - that way people who work can enjoy some time with their pet on beach before late evening. Also most of the time after those times there is a minimum amount of people on the beach - surely throwing a ball for your dog in those circumstances should be allowed. Dogs are a huge part of a family.
As long as dog owners respect others and wild life I don't see the problem of off the leash beaches it brings the community together.
By creating a dog off lead area on the beach - similar to Carrum or Brighton it would discourage dogs being off lead in all areas including near children. Dog off leash areas on the beach are well known as good places to interact with community and get outdoors.
More space should be allocated for recreational activities with dogs. Exercising a dog is a common form of exercise & appropriate spaces need careful planning & consideration. An off lead beach with strict guidelines should be established.
Couple of things: 1. If dogs are to be restricted then the rules apply to cats at dusk. 2. Dogs on the beach: water is exercise for the dogs. We cannot all afford hydro aerobics for our dogs and therefore I am of the strong opinion that dogs should be allowed on the beach, at a safe enough hour and under the watch of their owners. Also, off leash yes. I think this is the only council that has so many restrictions for dogs. Why don't you have a small off leash zone.
Dogs can be dangerous and owners often are irresponsible dogs should be kept on leash for their own and the public's safety
My response was no to off leash at the beach. This is because sadly the non responsible dog owners spoil it for the responsible ones as I already experience. Disregard existing rules. It's also a big problem at Carrum beach and Patterson River where they don't pick up after their dogs. What I don't understand is that rangers are not employed to police the rules and laws?? The fines imposed would easily pay their wages. Making dog owners more aware of their responsibility to keep our beautiful beaches clean and poo free!!
Frankston needs 2 off leash, year round off leash beaches with other beaches on lead during winter for high human traffic beaches for 6 months of the year. We have a massive dog population in Frankston and that's a lot of dog registration fees collected. Please, please, please provide compostable poo bags! Several other
Cats should be inside after dusk, before the native possums wake up and move around
Dogs should be aloud on beaches at all times esp during summer on a lead. It's up to the responsibility of the owner to manage its behaviour.
No
I think there should be a permanent off leash dog beach in City of Frankston. People let them off anyway so best to make it in an allocated place.
Cats need an outdoor run on the owners property. Dogs can be off lead on the beach but under owners control. Dogs on lead allowed in Frankston CBD. Dog owners should always clean up after their dogs.
You could have dogs off lead at the beach between certain times. I know my dogs would love it.
Even if only leashed dogs on any area of the beach, any time, year round would be beneficial. I travel outside of Frankston, to spend hot days on the beach (at times I choose) with my leashed dogs. Feels fair as I pay rates like everyone else & registrations but am limited with beach use. So I go elsewhere to spend my time (and often money while I'm out). The area loses a lot of business having a dog ban in the central Frankston area too. I don't take my dogs to cafes but I don't know anywhere else in Melbourne that has a similar ban. I would always go somewhere dog friendly regardless
make Frankston a more dog friendly place to be and live
I would like to see a 24hour cat curfew where they are NOT to leave their owners property

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I have had a neighbours cat constantly let out at night and roam in my and other neighbours drives and gardens. It was in my drive one night and I had to swerve as I entered drive and scraped car on the gate. Neighbour only offered to buy paint to fix car - still lets cat out at night! I also have other people walking their dogs and let them poo on my nature strip without bagging it. Responsible pet ownership should be enforced I say!
Dogs should be allowed off leash at the beach at a certain time i.e. early morning and late afternoon/evening and within a specific area. However the concern is that people must effectively control their dogs and not have them running up to other people and dogs.
I think Cats should be on their owners property at all times as the attack our local species and use others properties as their toilet, it is a real problem for our grandchildrens health.
Dogs can be dangerous off the lead at the beach. We put dog on the lead and many times a dog runs up to him we have no idea if he is dangerous or not and often the owners aren't watching their dogs
Why so many restrictions for cat owners ?
I don't understand this ban of dogs in the CBD. I have just bought my first house in Frankston and wasn't aware that council were so anti dogs.
The key comment I'd like to make is in support of on leash dogs in the city centre. If increasingly we encourage people to move into the city centre its not smart to then say they cannot walk their dogs there. They would be bound to get in their car and leave the city centre, it doesn't make sense. Additionally many of us within walking distance to the city centre would like to bring our dogs to cafes. At the moment we go to Mt Eliza or Mornington. In other areas of metropolitan Melbourne where cafe culture thrives, there are people and their pets.
Too many dogs off leash all around Frankston north and Carrum downs, very dangerous for everyone and their own dogs on leash as they can be very intimidating. Cats roam around our street 24/7, you can hear them through the night all the time. Monterey park has signs around play area saying no dogs but constantly dogs roam free there ðŸŹ
Have designated off leash areas on the beach at certain times. Enforce night curfew for cats
Allow at least one beach for off the leash
I'd also like to see more off lead dog areas too.
There should be a leash free area on the foreshore, there are quieter areas further from parking that have less people and could be dedicated for leash free dogs
Dogs are part of the family. They should be able to come into Frankston with us and use the beach.
Allowing dogs in the CBD and beaches will see more business in Frankston. At the moment we go to Mornington and other areas where we are allowed to take our
Individuals need to be responsible for their actions rather than punish animal owners on the whole for the actions of a few.
I was bitten by a dog on the beach in an unprovoked attack- 3 days in hospital 3 weeks off work and the owner would not pay any of my expenses. No dogs off leash on the beach please
Only concern with cats is them getting hit by car. If properly restrained I see no issue.
More offleash dog areas for all year would be great. Davey's bay is not a swimming or family beach and should be a permanent offleash beach. Important to keep Frankston foreshore dog free as too many families and children use the beach. Cats need to stay on properties. Dogs are not allowed outside their property why are cats allowed to wander into other people's yards.
Increase dogs in central frankston & increase cafe culture will go a long way to improving popularity of frankston, they go hand in hand.

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I am peeved that this survey doesn't allow for additional comment on each question. Even though I answered "yes" to question about dogs off leash on the beach, I would also like to add-in designated area on beach and/or during certain times of the year. Also "yes" cats permitted to roam free-but not 24 hours a day. I would like to add to my "YES" for dogs on leash in CBD-but not inside buildings unless business owners allow/specify. I would also like Council to explain why Frankston CBD appears to be the only one in the entire state that has this ban in place. I have more to say but maxed out.
Cats roam during the day, it happens but there is no excuse for this to occur at night, the council should be proactively monitoring this, if you can't regulate this how would you regulate a 24 hour curfew? Dogs should have a leash free area at the beach which is clearly signed
Mandatory dog obedience classes for all new owners
I do understand that there are concerns about dogs off leash at the beach but even allocated hours would be good.
Responsible pet ownership applies at all times
Dogs in the cbd will support the revitalisation works council and state gov have invested. So many people go to mornington or morialloc so they can eat at a Cafe with their pets. Why frankston can't do this is beyond me. Same applies to off leash dog beaches. Why is frankston always a 10 steps behind everywhere else. Now is this council's change to let us catch up.
There are many dog owners in this area whose dogs enjoy the beach, it's time they are allowed off lead.
Support for a dog beach similar to Tassells cove in Dromana
I don't think the whole beach should be leash free but there should be a section of the beach - perhaps between Frankston LSC & a good point near Seaford that can be an off-leash area.
There should be a cat containment area around the Seaford and Edithvale wetlands
For every dog's safety, dogs should not be allowed off leash. It is very distressing walking your dog on leash to have dogs who are off leash running up to them. Not only the beach, this applies to parks also. I live across from a park that is not an off the leash park. Have made a complaint to council in the past but was told officers checked the area 3 times and found everyone doing the right thing. I know this not to be the case as dogs are off leash in the park every single day. Not only that, but dogs being walked off leash in the streets is also a problem.
I take my dog to the off leash beaches and every dog there is so well behaved. The joy is evident in each and everyone of them.
Cats 24 hour curfew they are destroying our native fauna. They are a nuisance. What animal do we let roam free except a cat. It's insane The dog mess in the CBD would be terrible just look at our parks. The dog waste floating in our bay at least the dog owners can continue to not pick up their dog waste.
A cafe culture means people bring their dogs. It's time to get with the times. If you want people in Frankston city you need to allow them to bring their dogs to the cafes, bars etc. Also for crying out loud, dogs off leash at the Beach is desperately needed. I shouldn't have to go to Kingston to go off leash. Let's move into the 21st century.
We often take our border collie to the beach with MANY likeminded Frankston residents it's a fantastic way to have dog socialization and is a safe area to play in the water and remain distant from swimmers and other activities. Our dog loves the beach and will continue to use this as a regular off lead play and social spot regardless of whatever you introduce - not only will you affect many residents but piss us off altogether. Remember you are voted on by us and will be removed
Let dogs go everywhere on leash
Yes it would be great to have a designated off leash dog beach in Frankston
If cats are restricted to their owner property or only inside their registration should be cheaper, but that doesn't mean to up the price of dog registration.

Our councils need to be in alignment with all inclusive strategies to support all of the community. The positive research that has come out regarding dogs and mental health as well as the increase in the use of therapy dogs within our council/region including schools has increased significantly over the past two years. The council needs to reflect and support the work that is already going on within the community. A greater awareness around dog training, and offering opportunities for certain owners to be trained (yes owners, not the dogs) would support a more inclusive community. Thank you.

People do not have voice control over off lead dogs. I would like to see all dogs on lead at all times. I would also like to see the curfew times for walking dogs on beaches scrapped. The curfew is too long. If you must, only do it during the peak six weeks of the Dec/Jan school holidays.

Off leash dog beach should be a limited area with plenty of waste bins. Waste bins should be increased generally through the council. The city centre should be leash only and perhaps off peak times

I am very happy with the current rules regarding pets in the Frankston Council area. I believe most disputes regarding pets can be handled discreetly by neighbours without needing to punish other pet owners by bringin in harsher laws.

Cats should be indoors from dusk till dawn. Dogs should be allowed on leash in outdoor areas of the CAD, including outdoor dining where cafes permit, but not within any stores or cafes

Any area should be pet friendly as long as it's on leash where there is a lot of people/noises. Beaches should have designated areas where dogs can be off leash

CBD Dog ban is ridiculous and holding back the central area from having a vibrant cafe culture with thriving businesses. Frankston is one of the only councils with zero off leash beached areas. I can't take my arthritic dog for a swim at my local beach, as the minute I untether, I'm breaking the law. Its a joke.

We need to be able to have dogs of lead on beaches in Seaford between certain times

Please allow a designated off leash area at the beach. The area between Seaford and Carrum beach would be great (as Carrum beach is an off leash beach). I'd also like reconsideration of the restrictions allowing dogs to go to the beach during daylight saving - not being able to be at the beach between 9.30-7pm from Nov 1 to Mar 31st is unfair

More beach off leash dog areas needed in Frankston

Some people have dogs that hurt people and other animals Keep animals and people safe

Dogs should have a dedicated off lead beach area, not just be allowed off leash in popular areas of the beach. Dogs should also be allowed off leash during winter months when the beaches are not heavily populated. There should definitely be a cat curfew between dusk and dawn and heavy fines should be applied if cats are found wandering outside of their properties boundaries, particularly if they are found in bush land areas where they destroy native wildlife. I also think that only service dogs should be allowed in the CAD.

Dogs on the beach should only be allowed on the main part of the beach (not in the Bush land or sand dunes and only be one section preferably towards Frankston not seaford.

Frankston City council is the only one on the bay not to allow dogs off leash access on at least PART of a beach. Combine that with the 4 month ban during the day over Summer and it is an extremely limiting situation. Dogs are extremely good for mental and physical health, and allowing them access to more places would be amazing. Please do not let the possibility of a few bad eggs spoil it for every one! In regards to cats; it is extremely sad and upsetting to see dead cats on our roads, unnecessary dead native wildlife and feral cats producing more feral kittens that cannot be homed.

There needs to be a safe fenced in area OF The beach to the dogs that is clearly zoned so they get that they can be free like at Brighton dog beach without non dog owners being allowed to be rude to dog owners. Some dogs have medical issues and swimming helps with it so they need to be allowed access in summer at a decent time so a area that is just for them.would be ideal 24/7
My neighbours cat is on the prowl killing birds and I've had to take 2 possums to the vet after attacks. Cats should be locked up! Current dogs on beach legislation is sufficient. During summer there are time restrictions when many people are using the beach - but often in the off season we are the only people on the beach - so dogs should be allowed off leash during the times as it currently works well. I find on the beach dog owners are really responsible- much better than dog parks which are a disaster- I never take my dogs there - way too dangerous.
These questions do not have enough options. Cats should be kept inside at all times. Dog off leash areas should be restricted to certain areas but on leash could be at all times if patrolled and increased penalties.
I want a off leash dog beach because I want my dogs to have a good time without getting yelled at
I believe that off leash areas on the beach in the less populated areas is reasonable
Leashed dogs should be allowed in central business area. As long as owners carry and use poo bags and are responsible for their dog's good behaviour. Possibly ban dogs from being left tied up unattended, if it is considered an issue. Dogs should be allowed on beaches. There needs to be some 24/7 off leash beach areas. There is a successful one in Kingston at Mentone beach. It is sometimes very crowded there on a hot day but seems to work well, with all enjoying the cool water. Also provide more free dog poo bags, and more plentiful bins in parks, beaches to encourage owners to pick it up
I regret moving to Frankston because I can't even walk my dog on the street!! I love to walk my dog along Kananook Creek and the foreshore but the ban on dogs in the central area means I have to drive all the way around. If I was able to walk through, which would only take 3-4 min, I could walk from home. All other suburbs of Melbourne you are allowed to walk your dog on the street and bring to some cafes etc. My dog is well trained and never toilets where he is not supposed to. He is calm and in a cafe environment just lays down quietly. I have to go elsewhere to do this.
a designated section of the beach would be better than none.
Dogs should be allowed on beach for swims at early morning or after 7:00 pm in summer. Off leash beach area needed.
Cats should be confined to their owners property- even if this means 24/24 inside. Your cat is your responsibility. Too many cats are killing birds and wandering around the neighbourhood, and shitting in my garden. I would love to see a part of the beach that is designated off lead. And a part of the beach that is year round all day dog friendly-ideally off lead but onlead would be better than what we have currently. On hot summer days I have to drive to safety beach to let my dog have a swim and cool off during the day.
I voted yes to off leash however I'm a Greyhound owner and he's very friendly and social but laws do not permit us walking our Greyhound off leash in public spaces (and we agree with this for safety reasons). What I'd like to see is more strict leash beach areas or strict leash times at Beaches just so it's enjoyable to walk him there without the threat of another dog running over (as he's on lead sometimes he feels threatened by it) or if another dog is running past our Greyhound wants to chase and play. Even creating a special Greyhound caged leash free spot would be greyt!
There should be more protection of domesticated cats who roam close to home peacefully. Stricter protocol should be in place to protect well loved cats from being trapped maliciously.
Frankston needs to provide more fenced in off leash dog parks or off leash section of the beach. Ridiculous dog owners have to drive to exercise animals and allow them to run and actually exercise.

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Further repercussions for lazy owners. Have to admit I am concerned about having less trained and aggressive dogs off leashes at the beach and on leashes in the central areas.
Allowing dogs and their owners increased access to recreation is very good to create more well socialised dogs (ie less behavioural problems) and good for human mental health.
I think cats definitely need to be inside at night. So the dusk to dawn rule should stay. If there was a part of the beach which could be off lead dogs it would be great. And not restricted to certain times and days. However, I know there are a lot of irresponsible dog owners out there so my main concern would be dog attacks or poo left behind. It seems to work in other areas so worth a shot. Dogs in central Frankston, I think they should be allowed. There are coffee/food places where you can sit outdoors and with dogs allowed, more people would come to Frankston city. I would with my pup
Please get a dog beach sorted
For dogs off leash on the beach time curfews work well or a specific spot that they can be off lead all day.
Businesses would profit from people being able to have their pets with them when they go out for breakfast or coffee in the CBD. Most people with dogs go to Mornington for breakfast in the Main Street so their pet can be with them. This is money Frankston is losing because of this no dogs rule.
Council should allocate a specific stretch of beach, with multiple entrance points and nearby car parking, that isn't currently hugely popular as a 24/7 offlead dog beach - including having dog bags and bins at all entrance points. Kingston Council trialled 1 of these and it worked so well, they have introduced another. The Shire also has multiple 24/7 dog beaches too. As a rate payer/resident, I am sick to death of having to drive out of my municipality to walk my dog in Summer, when he needs somewhere he can cool off. If we have one, there will be less dogs at other beaches for families too
I own a dog. I'm quite happy to abide by the beach rules during various times of the year. I would like to see more beach patrols penalising those with dogs that don't abide by these rules.
Dogs off leads only at certain times.
There should be more off leash areas for dogs including beaches, if a park is an off lead park, small children shouldn't be allowed to run around or they should be with their parents. My dog is well trained, has great recall, and parents can't control their children and then parents yell at dog owners because their kids won't listen to them when they say don't run after the dogs or try and pet the dogs without consent. My dog would still never harm a child but we should all be able to live harmoniously. More education in schools and in minority communities will assist us in living harmoniously.
Dogs make up 40% of households and for a very long time have been family members not just pets. They provide companionship to not just families but people on their own, the elderly, the disabled. They are sentient beings who love and grieve as we do as humans. The Mornington Peninsula is graced with beautiful natural spaces like parks and beaches. Dogs belong in nature and people should not be discriminated against from enjoying natural environments if they have family members who are dogs. Let's look to progressive countries like Europe and accept the role that dogs now play in our lives.
i would recommend to reduce restriction hours for dogs on the beach in summer and heavy penalty on pet owners who do not clean up after their dogs.
Cat curfew should be 24 hour confinement on owner's property, with an indoor curfew from dusk to dawn (unless there is free access to a secure outdoor enclosure where wildlife is unable to come in contact with the cat). Dogs on lead in city centre of Frankston should be able to be spot checked for registration and owners issued fines if they do not follow laws regarding public safety around leashed dogs and picking up after their dogs. There should be council workers or officers monitoring this as it is a matter of public safety.

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My concern is dog poo, and animal attacks. Simply give a special collar to approved, trained animals so they can be off leash at certain locations. CCTV and DNA testing should be used to identify dog poo litter.
While I think dogs should be allowed at the beach, Iâ€™d be happy if it was only some off leash
Responsible ownership of Peta of all species and breeds comes from access to education and learning on how to care, safely exercise, train and respect our animals and the rights of others that share those areas around us.
Cats allowed off the owner's property impacts both people and wildlife. There are at least 5 local cats that love my yard. I'm allergic and this makes it difficult for me to be outside. I regularly find dead birds, and the smell of cat urine is disgusting. Dogs should be allowed in the city centre on lead as long as they don't impact businesses or other users. I love to take my dog to the cafe. If sections of the beach were dedicated to dogs it would stop owners breaking the law and impacting beach users in other beach areas.
I live within walking distance of the city centre and don't visit very often because I can't walk my dog there. I believe allowing dogs on leads will increase foot traffic into Frankston and enhance its chic Metropolitan seaside environment
A designated dog beach would be preferable to allowing dogs off leash on the beach. I'm a dog person but I don't believe a dog should be off leash anywhere other than at home
Lit fence around playground at Orwill street park, make the grassed area off leash. There are lots of dogs in this area and the grasses area is never used by children. Dogs use this park much more than kids do
A designated off lead beach area with allocated times would be fantastic.
Look to Mornington on how dogs are allowed in the CBD and have an off leash beach. It works extremely well.
Off leash fenced off dog area on beach like Brighton Beach.
Neighbours in my area do not keep their cats inside at night. There is always cat fights. During the day the cats are roaming too and always pooing in my garden. Be much easier to not have cats aloud out at all
There are a multitude of responsible dog owners who would be discriminated against by not allowing dogs off leash on beaches, a wonderful place to give dogs some freedom and very healthy exercise.
Frankston is the only town / city that is NOT dog friendly. We should be allowed to frequent cafes - outside with our beloved dogs. This will certainly boost the economy and people like myself will visit cafes in Frankston instead of going to Mt. Eliza, etc. It is time the Frankston Council listened to us instead of abiding by an outdated and archaic decision made by previous Councillors .
24 hour cat curfew is the only way it can be properly policed, and I say this as a cat owner.
There is desperate need in the Frankston area for an off lead section of the beach. I would suggest the far end of Frankston beach nearest the boat ramp. Unfortunately with no option within a reasonable distance people will do the wrong thing. Donâ€™t really want dodgy dogs in Frankston CBD but it would be nice to take my dog to the cafe near the south east melboune water building.. perhaps the no dog area need to be slightly altered
Dogs should be allowed off leash during the cooler months but on leash during summer

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Cats do extraordinary damage to local biodiversity. They should be confined at all times to indoors 24 hour cat curfew, like in the Yarra Ranges. https://theconversation.com/australia-must-control-its-killer-cat-problem-a-major-new-report-explains-how-but-doesnt-go-far-enough-154931 Fines should be given to any cat outside their property. Dogs could be allowed in CBD, but leashed with hefty fines for dog poo left behind. Off lead on beaches outside of 'regular hours' so before 9am and after 7pm so as to minimise disruption to families.
Dogs should have designated off lead areas where control is available, fenced in parks for example. However most be
Not only should cats be confined to their own property, there should also be a curfew that all cats should remain inside from 6pm! I have saved a lot of ringtail possums from being killed by all the roaming cats in my neighbourhood. Have also sick if hearing all the cat fights at night
Dogs should also be allowed on leash, on beach, 24x7, 365 days a year. I pay rates, I pick up my dog poo, I walk my dog on leash, why am I being restricted and
It's backwards to have such restrictive pet ownership laws. Pets are part of families and it's a strong deterrent to people living in Frankston and generally travelling into the Frankston CBD. I recently bought in Frankston and honestly thought people were joking when they said there was a dog ban in the central area. Would have genuinely had second thoughts about moving to the area if I knew this before purchasing. Some people see pets as surrogate children (i.e. if they're unable to have children themselves) and it would be ridiculous to ban babies from the central area. It's the same thing!
Think a night curfew for cats is sensible.
Dogs are part of many Australians lives and we are well behind other countries in terms of where we allow them to be. I love going places with my dogs so making more places available is a great thing.
It's disappointing that no beaches in Frankston allow for designated off leash areas or times for dog owners. Dogs are a huge part of our community and enrich so many lives, they too deserve to spend some free time on the beach as they do within the Kingston and Bayside council areas. What even is the reasoning for the ban for off leash and no dogs in the city centre?
The more dog friendly places there are, the more dogs will become better socialised and exercised which will lead to less behavioural problems which means less dogs surrendered and less anti-social dog interactions in public. Obviously there need to be rules to protect the community- dogs should be well-behaved, in lead in most situations, poo picked up and muzzles in some situations. These should be strictly enforced to protect the community and the integrity of the program.
Dogs should be welcomed to the beach - balance between users rather than banning some. Off lead exercise is incredibly important for dog well-being (reducing problem behaviours such as barking)
I think that the more off lead opportunities Council provides, the less issues there will be with people letting dogs off in designated onlead areas. Currently the attitude is pretty relaxed but I would like to see more off lead beaches so to encourage people to do the right thing in onlead spaces.
off lead dogs should be only allowed for dog/owners that have trained a high level of recall with distractions. Owners should apply for an Off Leash permit with proof of training from approved training facilities prior to using any off lead non fenced areas.
It would be wise to have an sectioned area on the beach for dogs to be off the leash. This area should be signed well so tourists do not get angry that the dogs are off the leash. It is frustrating to have travel to Mount Martha or Safety Beach to go to an off the leash beach. Dogs are part of the family and it is great to go with them to the beach to cool down.
Dogs and cats both need exercise. Why is there even a survey for this, it's common sense when to let your pets out or off leash somewhere. I think having cats inside from dusk till dawn is a good idea. Unless of course you have a cat run. I think an off leash section at Frankston beach is a great idea. I think most beaches should have an off leash section. Why not? What's the harm? 9 out of 10 people do the right thing. Pick up rubbish, Pick up doos, Put doos in the bin etc etc. At

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When there is no one on the beach it seems ridiculous not to allow your dog off lead We always put our dog on lead when people are nearby but I had a patrol member come and tell me to keep my dog on lead and I was the only one on the beach It seemed it would have been fine to be off lead at that time but obviously I respected the legalities and kept the dog on lead as they were.

Dogs should be allowed anywhere ONLY if they are on a leash. Cats who are off their owners property should be seized just like dogs are.

Dogs should be allowed off leash at the beaches during certain times. Cats should have a curfew to protect wildlife. I would like a broader consultation on other topics relating to dogs. For example we live in Frankston south and don't have a dog off lead park within walking distance. This means we have to drive somewhere just to take the dog for a walk where she can run around properly.

Dogs should be allowed off lead if they are friendly, owners need to be held more responsible

Cats shouldn't be allowed outdoors off lead

I'd really appreciate an off leash section on Seaford Beach please. I am also sick to death of cats coming onto my property and defaecating, urinating, fighting at 3am and killing wildlife. Thank you.

I think there should be a designated area for dogs to be allowed off leash on the beach all year round... maybe not near Oliver's hill as that gets really busy, but further down near Kannanook

Dogs are in the cbd anyway. It's not sign posted well Or policed so invite them back. It's part of a welcoming vibe. Dogs are a great way for people to start conversations.

Managed times and areas on beaches makes it fair for all. Dog owners need to be fined if they don't obey and pick up poop

On certain times at the beach

Dogs on beach at times

We need a dog beach because we disobey the rules. and a dog park! Instagramable

At certain times

Certain times and area

In a certain area

Certain area on beach

There own area on beach

Dogs need an area on the beach

Area on the beach for dogs

Other municipalities have dog beaches so there is no reason for Frankston not to. If dogs were allowed in Frankston centre I would go to cafes there instead of going elsewhere.

In an certain area

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Definitely cats should be kept either inside or inside their owners property at all time. I live in Seaford and regularly see cats along Kananook Creek (mostly hunting) and hear them fighting at night. I think most owners would be unaware or oblivious to their cat's behaviour during the day and/or night. The council should take the approach of the Yarra Ranges council; trap stray cats and fine owners for regular breaches. That way, native birds, rodents and reptiles will have a better chance of survival. We don't allow dogs to roam the streets at night, so the same should apply to cats. For dogs, I think allowing them off leash on beaches before 9am and after 7pm in summer/winter should be okay. I'd keep the all dog restrictions in place during the day over summer. Too many visitors and too many poorly behaved dogs/owners. Not a good mix.

How do you keep cats on a property ??? Most dog owners are responsible and should be able to let their dog off leash at the beach. Making the beach not accessible in summer months till after 7 30 really impacts on older residents with dogs

Had a similar survey many years ago, and it was decided that the minority of votes would be the winner. No dog's off leash on beaches when majority voted yes.

Dogs should be allowed on the beach with leash at anytime

The council has already conducted an extensive survey on the McCrae dog beach, it resulted in a view being put to council that McCrae dog beach should be brought into line with the other dog beaches in the municipality. Instead of ratifying the report, councillors decided to do away with all the hard work of professionals in consultation with the community and leave McCrae dog beach as the only beach with winter restrictions. I hope this doesn't happen again. In summer, when the beach is used by families, it makes sense to have restrictions on dogs on the beach. The rest of the year, the beach is mainly used by dog walkers - who are responsible ratepayers, who care for their own health and well-being and and that of their dogs, and who pick up after their dogs as well as the litter left

Please get a dog beach for are dogs

I would like a leash free beach

If dogs allowed in town centre there needs to be regular patrols and good signage encouraging responsible pet ownership

Strongly feels cats should be confined to their property

Cat curfew should remain in place to protect wildlife. Dogs on beaches should be well trained with good recall, and owners should collect their poo

Dog Beach needed.

Frankston should adopt same off leash dog rules as Kingston City Council for the foreshore. Consistency would be great between neighbouring municipalities.

I don't think dogs should be allowed off leash on nay beach but one designated beach where they can run off elad would be good. I would also like to see more fenced areas for off leash dogs to run

Yes lots of suburbs have areas to take dogs on beaches off leash. Frankston and seaford have none ! Usually they are so many hundred meters from a structure like a pier or a life saving club. These areas could be so many hundred meters long for dogs to be on a leash on the beach with their owners in the summer and the area can be an off leash area in the winter. Also the time for walking the dogs in the summer which is 730pm is to late nobody wants to be going out at that time after working all day! It should be moved to 5pm like other suburbs around the bay!!

Scientific research shows that cats roam large distances and in fact have a bigger detrimental effect on wildlife than foxes. Neighbouring cats come into my yard upsetting my pets and as a wildlife rescuer I see first hand many, many wildlife that are injured, orphaned and killed by cats. A 24hr 7 day a week cat curfew is the only way to protect wildlife and keep roaming cats out of other people's properties.

Cats pose threat to native wildlife. Dog owners must pick up after their dogs and dispose of waste in a bin, or be fined.

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Cats need to be confined/contained to owners property 24/7. As a wildlife rescue volunteer it is devastating to be called out time & again to collect a severely injured possum, bird, lizard, every type of critter, and take to the nearest vet for euthanasia. I have two cats who are much loved, and only have supervised outdoor time, and will soon have a custom built steel enclosure for 24/7 outdoor access safe for everyone, even from other cats. Regarding dogs, in an ideal world, for the safety of dogs, people and wildlife, owners should have to demonstrate that they have command over their pet before being permitted to have off leash access to
There needs to be a 24/7 Cat Curfew as Cats should not be allowed to wander off their property (just like dogs can't) as they injure and kill wildlife. As to dogs being on leashes on beaches- for the most part they should be- but perhaps 'leash free times' or even a few beaches that are leash free breaches would be a good idea for those responsible owners with well behaved dogs that love to run on the sand and into the sea.
I believe there should be allocated times where dogs and their owners can spend some 'leash free' time at the beach. Perhaps early morning or off peak season. As for Cats- I fully believe that a 24/7 curfew needs to be in place and enforced as cats are decimating (often just for fun!) what remains of our wildlife in Frankston
Need leash free beach in Frankston or Seaford
Dog owners cannot be trusted to pick up their dogs poo
I think cats should be confined to owners property 24/7. I think council should endorse and recommend the use of secure cat runs so that cats still have the enjoyment of sunshine, exercise, and fresh air. I think dogs should be allowed off leash in some restricted zones only on the beach. I'm concerned for the dogs welfare if they are banned from beaches or only allowed on beaches on leashes as many dogs love to run and swim and it is good for the welfare of the dog and the owner to be able to do that. But i do get annoyed that some dogs harass wildlife and jump all over people and bark at them when they are trying to have a nice
Dog owners needs a leash free beach as currently have to go all the way to Mornington
Depends on nature of the dog
Disappointed at the amount of dog poo on the footpaths in the Karingal area
I think it is important that cats have a 24hr confinement to property for wildlife protection. Dogs should be allowed off lead on the beach in certain areas and when shorebirds are not breeding. Dogs in the CBD will be ruined by those who do the wrong thing and use their dogs as aggressors in disputes (like those inflicted by
Have clearer avenues of action for residents to take if they sight a cat on their property or other area. I volunteer for Gardens for Wildlife and we are constantly asked what they can do about straying cats. There should be designated off leash areas on the beaches.
The new dog park in Frankston north is very badly designed, floods and is too small with the table and chairs. Need more education on dog ownership, including hot days and avoiding dog attacks
Cats should be restricted 24hrs a day to the owner's property as they kill so much wildlife. More monitoring and enforcement of on lead in reserves and park.
Dog park on Skye Rd and Dande Rd East?
Fenced off

I believe that cats should be either inside or in a secure run and not allowed to wander due to their destruction of wildlife. I say this as a cat owner. I believe there should be a section of beach, possibly on the border of Long Island and Seaford beach for dogs. I live on Long Island and many of the residents and those in surrounding streets walk their dogs at the beach. Most dogs are very well behaved. The issue I am most passionate about is allowing dogs in to the central business area of Frankston. I run three businesses in two shops in this area and I am in full support of allowing dogs. My co-working space Joan is dog friendly but to bring our dog/s to work we have to break laws. Having a dog in the office is such a wonderful thing for morale and has been incredibly popular with my staff and our members. I also own Frankston Made and would absolutely love to welcome dogs in to the store. We have plenty of dog products and my own dog has been in the store many times with such a hugely positive response. I've also welcomed dogs in to the store who would otherwise be stuck with their owner outside. Similar to Chapel St, stores could opt in or out by putting a paw on their window. The demographic in Frankston is shifting and so many people have well behaved, vaccinated and registered pets that are huge parts of the family. Being able to take your pets out will also help with separation anxiety especially considering coming out of COVID. Fewer dogs landing in the kennels etc due to behavioral issues when left alone. For those worried about the type of dogs coming to the CBD, there could even be a passport situation where only registered and vaccinated dogs were allowed and perhaps have a different coloured tag. I think it would be a huge boost to

Cats - should be confined to their owners property at all times. Dogs off leash on beaches - perhaps one beach could be designated off leash at say 7 - 9am. Dogs in the CBD - although it seems to work in Mornington I don't believe it would work in Frankston.

There are not enough free roam places for our dogs to exercise. The majority of dog owners are responsible and can use their own initiative to determine when their dog needs to be controlled on leash. When your alone on the beach or your dog is well controlled the necessity for a leash is not needed. I believe therefore these rules need to be relaxed. I also feel you should be able to run and walk with your dog in many more places (as long as you have them controlled, whether that is on or off leash). There seems to be a trend in providing small contained areas for dogs to roam, however we need expansive areas of bush tracks and parks to exercise our dogs and ourselves. Many people in Australia own a dog and encouraging people to get out amongst the bush and parks to exercise their dogs can help hugely with people's health, including mental well-being. So let's create more open green spaces for humans and their 4 legged friends.

Dogs off leash should be at certain times of day/year. The rules at some of the beaches within city of Kingston are very fair. Any good dog owner knows that a bit of leash free time is good for their dog, providing they are under effective control

Cats should be confined 24hrs every day (inside the house or in a cat run) as many councils have recognised already. Without a cat run, confining a cat to a property is very impractical. Wildlife share our backyards and do not understand boundaries. If they need to pass through a property or access resources such as food, water or shelter they will still be prey for cats living there if not confined. Cats are introduced and not endangered as many of our Australian wildlife is. Cats are also incredibly efficient hunters that can climb and kill for fun or practice. Our wildlife cannot compete.

Cats: I have had numerous cats roaming around our house, especially at night. They mostly sit on top of our bird cage trying to get in. Dogs on beach: I would love there to be a time that we could have our dogs off leash on the beach. At present I make the journey to Carrum Beach at least twice a week. This is further for me as I am closer to Seaford beach. I have noticed that on Carrum beach there are many dogs who are well trained and are just there for the exercise and socialisation with other dogs. I have noticed that there is never poop on the beach. There are heaps of bins on the beach, however, I think that the people who go there are responsible dog owners in all aspects, not just picking up after their dog.

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I apologise I hit return without finishing. Dogs in Frankston Shopping District on leash: I think that this is a great idea to allow pet owners to walk through Frankston (in the streets only obviously). My friends and I eat out a lot - especially breakfast after we have walked our dogs. We are always looking for places that we can eat and have our dogs with us too. I noticed the amount of dogs that are roaming the streets (with their owners) in Main Street Mornington. We choose to head down that way because of allowing us to eat while our dogs are with us. This has created a great atmosphere in Mornington. I think that it would have the same effect in Frankston too. This ends my survey. :)

Cats: dusk till dawn lock-in is fair. More than this is unfair for the cat. Some may argue that cats are an introduced species & therefore a pest.. I am white & of European descent, I am also an introduced pest.. Dogs at beach Summer months: 8am-8pm prohibited, 8pm-8am allowed on leash. Dogs at beach rest of the year: off leash permitted.

There needs to be a 24/7 cat curfew- Cats must not be allowed to roam and kill and injure what is left of our precious wildlife. Cats should also not be allowed to roam to defecate in peoples gardens- just plain unhealthy for those who encourage creative outdoor backyard play with their young children. As for dogs- I think there should be certain times (say 7am-9am) that dogs can be leash free on the beach. As for Dogs in the city centre, I can't see anything wrong with people walking their dogs on leads through the city. But I don't agree that dogs should be 'tied up' when owners are shopping or dining.

Cats roaming outside their owners property are a huge problem. Not only a nuisance but to what wildlife are left in the area. They should be registered desexed microchipped and owners should be expected to provide proper cat enclosures within their properties especially land owners.

Fence on the beach

Dogs off leash is essential for developing social skills. They should be given certain hours in each day where they are allowed off leash without being confined in small dog areas which forms aggression with other dogs. Dog owners off leash have formed friendly relationships by walking freely with their dogs. Dogs on leash tend to protect owners forming aggression when approached by other humans or dogs. Please consider how the social side & mental health for humans can be maintained through having a dogs off leash environment. Greater signage in parks re picking up their dogs poo can be more emphasised so that respect with other visitors of park can remain through greater regulatory signage! Puts more pressure on owners of dog to pick up poo whether on leash or not! Pls allow friendly dogs freedom without having to put little dog Park!

Ban on dogs in CBD is crazy, I've never heard of anywhere else doing that. I'd come and support more local cafes and businesses if I could bring my dog - instead we go elsewhere for dog-friendly venues.

I believe current cat regulations are perfect - no cats permitted outside over night. I believe dog regulations require review: 1. dogs should be permitted on beach in winter off-lead - most people on beach during winter are dog walkers and many have their dogs off-leash at the moment 2. dogs should be permitted on beach during summer from sunrise - 10am off leash. This will again align with current practice and what many other councils have in place. 3. Dogs should be permitted on beach during summer after 10am on leash only. Perhaps excluding beach area between pier and Kananook creek. Dogs are allowed in parks on leash why are they no allowed on beach on leash!? 4. Dogs should be allowed in city on leash at all times. It seems crazy this regulation is in place, as we avoid walking into city because we cannot take our dog. I'm sure we're not the only one. Dogs are not only companions but also integral part of families. You also cannot have residential living in city of dogs are not permitted - it's illegal for landlords to refuse a rental tenant because of dog so I think council is on shaky ground with

There should be time limits or rules to enable authorities to move on anyone loitering with dogs in the city area. A city official once told that that this is a big reason for dogs not being allowed.

Being able to walk to the beach and not be bothered by off leash dogs would be great. Not all dogs can go off leash. And it's not fair on those dogs to be faced with a dog running at them. Keep it to off leash parks.
There should be off leash areas along the beach. Some, like in Mentone should be off leash 24/7, others in busier periods where there are more swimmers it should be after hours
Off lead at the beach during colder months is great. I like the curfew in summer. Hate dogs at caf��s etc.
Hours in which dogs are allowed on the beach should be extended (including with lead requirements if required)
It has always been a source of frustration and bewilderment as to why our much loved and well behaved dog is not welcome in Frankston CBD. Like many others living in walking distance to Frankston CBD, my friends and I instead choose to drive to nearby dog friendly Seaford, Mornington, Mt Eliza, Mt Martha, Bonbeach, Carrum, Mordialloc - to name just a few- to have breakfast/lunch/dinner, meetup for a coffee and chat, to shop etc. My dog (as are others that I know) is even invited to enter some premises instead of waiting outside. Come to think of it, I think Frankston CBD is the only place in the ENTIRE state that has a long standing ban on leashed dogs! Why is this so? Does our Council really have such a low opinion of their general public in that we just cannot be trusted in certain areas with
We would like to have a dedicated dog beach
As a garden for wildlife volunteer, three out of four gardens visited this year have complained about roaming cats. They use these gardens as their toilet and these families with small children are very annoyed. Let alone the damage to birds and lizards.
Dogs should only be let off leash on the beach if they can be controlled by their owner on recall and respecting other dogs & peoples spaces
For those who have Rescued cats who have been outdoor you cannot then confine them to property. I tried this buying a very expensive large cat run. The cat was anxious and upset, marking all over the place, crying, hissing and hanging from the ceiling to get out. Once I let him out, he stopped and has become a happy, social and loving cat. I do think that it is necessary to keep them indoors from dusk until dawn and this is completely acceptable. Yes please to a dog beach. I take my dog to Carrum twice a week at least all year round and he loves it. Owners are responsible and take care of the beach and other users. We are so lucky to live where we do and people should be able to enjoy that with their dogs. Kingston, bayside and port Phillip already offer this why doesn��t Franskton. People make far more mess around Franskton than any animal. It would be good for hospitality businesses too. The cafe at Carrum is packed every weekend.
Dedicated off leash dog beach would be an asset to the area
Not everyone loves dogs. Some people are afraid of them, such as I. I would be fearful to walk at Frankston shops where there are dogs. I would like to be comfortable and relaxed walking around the shops. Nothing worse than sitting on the sand and an unknown dog comes bounding up to you and it is very scary. Dog owners are not responsible, they do not pick up the dog poo and outside shops and where we eat at coffee shops there would be dog poo, just like in inner Melbourne. Not a nice experience. Cats need to be indoors , as they kill the birds and wildlife. Since we have brought home two cats, which are permanently indoors, the bird life has grown but only due to the cats being indoors.
Dogs could be allowed off lead in certain areas of the beach. Not the whole beach and not in the main parts of the beach.
Cats should be confined to their owners property, preferably a cat run, if not at least wear a bell, so they don't kill our native birds. I know of at least three cats in my street that are owned by irresponsible people.
Ideally cats should be on their own property however I can understand how they can easily escape their premises so I believe some leniency should be allowed. Perhaps higher health standards should be applied to outdoor cats - full vaccinations/parasite control histories

My dog is severely distressed when neighbours cats roam outside of their property, day and night. They poo in our garden, they kill wildlife, they jump on our roof.

If dogs have to be confined I believe cats should too.

I am a business owner in Frankston CBD and would love to have dogs in and around the office.

Off leash dog beach would be great

Executive Summary**12.10 Pines Men's Shed – Alteration works to meet energy efficiency requirements under the current Building Code of Australia (BCA)**

Enquiries: (Fiona Cann: Communities)

Council Plan

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

Purpose

To brief Council and seek additional funding to bring the Pines Men's Shed building up to National Building Code Part J Energy Efficiency compliance.

Recommendation (Director Communities)

That Council:

1. Notes heating and cooling installation works have been completed in the Pines Men's Shed as part of FY 2018/19 Capital Works Program;
2. Notes non-compliance with the Building Code was identified on the existing Shed resulting in additional Capital Works expenditure of \$98,000;
3. Notes, while a budget of \$129,905 and tender process was approved, funding is insufficient to complete the compliance works; and
4. Approves additional funding of \$98,000 ex GST through savings identified from FY2021/22 Capital Works Program to complete the project and achieve Building Code compliance.

Key Points / Issues

- The Pines Men's Shed located at Mahogany Avenue, Frankston North was constructed and certified for occupancy in 2010/2011.
- The Occupancy Permit for the Pines Men's Shed has a condition restricting heating and cooling being installed unless full compliance with regard to the Building Code of Australia (BCA) Part J Energy Efficiency requirements under the National Construction Code.
- As part of the 2018/2019 Capital Works Programme two (2) split system units were installed to the main workshop and one (1) split system unit installed in an allocated office space to address OHS heating/cooling concerns. The expended amount is \$11,127
- In 2019/2020 advice was sought by Buildings and Facilities regarding BCA Part J Energy Efficiency compliance. An Energy Efficiency consultant was engaged to undertake an audit of the building and provide recommendations to Council. In addition, an Architect was engaged to develop a concept design and Quantity Surveyor was engaged to develop a cost plan.
- A budget of \$129,905 was approved for 2020/2021 Capital Works program to undertaken works however works were put on hold following a competitive process that indicated a need for additional funding to complete the project.
- The revised budget for completion of the project is \$220,220. This includes a forecast of \$227,905 less expenditure to date of \$7,648.

12.10 Pines Men's Shed – Alteration works to meet energy efficiency requirements under the current Building Code of Australia (BCA)**Executive Summary**

- The remaining 2020/2021 budget of \$122,220 (less minor expenditure above) has been carried forward to the 2021/2022 Capital Works program and an additional \$98,000 is now being sought to complete the project.
- In preparation for works, the Pines Men's Shed has relocated many of the items in and along the walls of the shed into the middle floor of the shed are making the shed impractical and unsafe in which to work.
- The heating/cooling of the building is paramount to building OHS and the health and wellbeing of the 90 members of the shed and their visitors who attend the shed.
- The works are expected to take seven weeks and the Pines Men's Shed will be closed during this period. Apart from the creative work the members undertake, the venue is also an important meeting place for them to socialise and support each other both with regard to their wellbeing.

Financial Impact

Total forecast budget FY 21/22	\$227,905
Less budget FY 20/21	\$129,905
Fund required FY21/22	\$98,000

A further \$98,000 of funding is required to complete the project. It is recommended that this will be funded from the savings identified from FY2021/22 Capital Works programme to complete the project and achieve Building Code compliance.

Consultation**1. External Stakeholders**

The Pines Men's Shed President is constantly made aware of the progress of the works and the processes.

2. Other Stakeholders

Council staff in Facilities and Community Strengthening Departments together with a selected tender for the works.

Analysis (Environmental / Economic / Social Implications)

The Pines Men's Shed provides an important connection and participation program to members of the community. The programs and opportunities that they provide to their members include social, creative, wellbeing and connections to other services. **Legal / Policy / Council Plan Impact**

Charter of Human Rights and Responsibilities

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

Legal

There are no legal impacts.

Policy Impacts

There are no policy impacts.

12.10 Pines Men's Shed – Alteration works to meet energy efficiency requirements under the current Building Code of Australia (BCA)**Executive Summary**Officer's Declaration of Interests

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

Risk Mitigation

Unresolved heating increases the risk of the facility being unused on days of excessive cold hence effecting the health and wellbeing of the Pines Men's Shed members.

Conclusion

In order for the Pines Men's Shed building to meet full compliance with Part J Energy Efficiency requirements, additional funding of \$98,000 ex GST is needed to complete the works as part of the 2021/2022 Capital Works programme. It is recommended this will be funded from the savings identified from FY2021/22 Capital Works programme

ATTACHMENTS

Nil

Executive Summary**12.11 Frankston City Jobseeker Alliance Memorandum of Understanding**

Enquiries: (Suzane Becker: Communities)

Council Plan

Community Outcome:	2. Liveable City
Strategy:	2.1 Employment, education and economy
Priority Action	2.1.2 Develop a knowledge, creativity and skills based economy that generates employment opportunities

Purpose

To brief Council on progress establishing the Frankston City Job Seeker Alliance (Strategic Alliance) and to seek endorsement of a Memorandum of Understanding (MOU), to provide ground rules for the establishment and ongoing governance of the Strategic Alliance.

Recommendation (Director Communities)

That Council:

1. Notes the progress establishing the Strategic Alliance to improve the experience and support provided to job seekers in their pathway to employment in Frankston City;
2. Notes the Strategic Alliance will continue to work closely with the Jobs Victoria Advocates program in Frankston ensuring the needs of job seekers, employers and the employment support sector are aligned and activities coordinated;
3. Endorses the attached draft Memorandum of Understanding (MOU), which forms the foundation and ground rules for the establishment and ongoing governance of the Job Seeker Alliance; and
4. Authorises the Chief Executive Officer to sign the MOU on behalf of Frankston City Council.

Key Points / Issues

- At its meeting 11 May 2020 Council resolved to develop a localised network for job-seeker organisations. This initiative formed part of the overall endorsement of the Frankston City COVID-19 Relief and Recovery Package. The Alliance brings together key local stakeholders within the job seeker service system to deliver a collaborative approach to the provision of support, referrals and advocacy to assist local job-seekers.
- Commencing in late 2020, Council facilitated a series of workshops, to bring together senior representatives from the employment services sector to unite as a connected and coordinated alliance and to establish the Frankston City Job Seeker Alliance strategic framework.
- A draft Memorandum of Understanding (MOU) has been developed and attached to this report. Officers are seeking Council endorsement of this MOU that will form the foundation and model rules for the establishment and ongoing governance of the Alliance.

12.11 Frankston City Jobseeker Alliance Memorandum of Understanding
Executive SummaryJobs Victoria Advocates program in Frankston

- In addition to the Job Seeker Alliance, Frankston City Council is working with the Victorian Department of Jobs, Precincts and Regions to deliver the State Government's Jobs Victoria Advocates program in Frankston.
- Frankston City Council has employed three Jobs Victoria Advocates who will be working throughout the Frankston community to offer practical, face to face support to job seekers, people seeking a career change, or advice for training pathways.
- The program will help people navigate employment and training services via proactive outreach, connecting with people in libraries, community centres, public housing foyers, shopping centres, other public spaces. The program will guide people on where they can go to seek this additional help, playing an important system navigation role for vulnerable people in the Frankston community.
- It is understood that the establishment of the Job Seeker Alliance was a key factor to help Frankston secure funding for the Job Advocates program. It is envisaged the two initiatives will ensure that the needs of jobs seekers, employers and the employment support sector are aligned and activities coordinated.

Frankston City Job Seeker Alliance – purpose and vision

- The purpose of the Frankston Job Seeker Alliance 'Strategic Alliance' is to simplify and strengthen the system that surrounds job seekers and employers in Frankston City. This will be achieved by providing collaborative intelligence, advocacy and advisory to demystifying the pathways to training and employment support for the people of Frankston and the employers that value them.
- The work of the Strategic Alliance will increasingly re-build confidence and trust in the sectors ability to provide the right referral to the right employer. Building the identity of the Strategic Alliance as a platform of partnership for providers and employers is critical to delivering strong outcomes.
- The Vision Statement for the Strategic alliance is:
 - "By 2023 the Frankston Job Seeker Alliance will have made a measurable and sustainable difference to employment choices and outcomes for the community through a cohesive and interconnected employment and local training sector. Frankston is where talent is attracted and our people are supported to be the best they can be."

Jobs Seeker Alliance – Executive and Non-Executive Group Members

- The draft MOU outlines two member groups:
 1. **Executive Member organisations** – these organisations will sign the MOU and will provide representation with management delegation to enable decisions and commitments to be made on behalf of their agencies/organisations. Strategic Alliance executive will provide governance and oversight of the activities impacting job seekers in the Frankston City municipality. This is outlined further in the diagram below:

12.11 Frankston City Jobseeker Alliance Memorandum of Understanding

Executive Summary

1. **Non-Executive Membership** - open to all organisations and stakeholder groups working to support, service, or advocate for job seekers within the Frankston City municipality (and beyond by agreement).

Financial Impact

There are no financial implications associated with this report.

Consultation**1. External Stakeholders**

Frankston City Council has worked collaboratively with all key stakeholders that will form the Executive Membership for the Strategic Alliance.

This includes:

2. Key representatives from the employment support sector
3. Chisholm Institute
4. Groomed to Go
5. Brotherhood of St Laurence
6. Headspace
7. Department of Education and Training (Victorian Government)
8. Frankston Mornington Peninsula Local Learning & Employment Network Inc. (FMPLLEN).

2. Other Stakeholders

Service units consulted in preparation of this report include:

- Family Health Support Services
- Governance and Information

Analysis (Environmental / Economic / Social Implications)

Increasing participation in the workforce is a key priority for Frankston City Council. Workforce participation in Frankston City is an important part of building a healthy and inclusive community. Improving the education profile, skillsets and experience of the

12.11 Frankston City Jobseeker Alliance Memorandum of Understanding**Executive Summary**

workforce contributes to strengthening the local economy of Frankston City and improving the collective wellbeing of all Frankston residents.

There are a number of key employment related challenges facing Frankston City. Businesses and other organisation provide nearly 45,000 job opportunities across a variety of industry sectors. Whilst overall employment numbers have been growing, there are still less jobs in Frankston vs the Greater Melbourne average (31 jobs per 100 residents and 42 per 100 respectively). Unemployment, although now falling once more, is still above the Greater Melbourne average (6.2% and 6.9% respectively). Frankston City employers have also been heavily impacted by COVID-19. Latest figures suggest that Frankston ranked 14th highest out of 537 municipalities in Australia that were accessing JobKeeper (January 2021).

Furthermore, the employment support sector system is increasingly complex for job seekers and employers to navigate and the lack of coordination has led to duplication of services, reduced return on investment and a lack of unity in decision making.

The Frankston City Job Seeker Alliance, represents a commitment to improving the experience and support provided to job seekers in their pathway to employment in the Frankston City municipality aligning, and expanding the capacity of Frankston's job seeker support system to better respond to the pressures of unemployment and underemployment in the municipality. This in turn will assist with creating more jobs in Frankston and reducing the City's unemployment and underemployment rates.

Legal / Policy / Council Plan ImpactCharter of Human Rights and Responsibilities

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

Legal

Legal advice (internal) has been sought in respect of the draft MOU and no objections have been received.

Policy Impacts

The Frankston City Job Seeker Alliance will help to inform the development of the draft Frankston City Sustainable Economy Strategy and Policy and the draft Skilled Community Strategy, which are currently being developed.

Officer's Declaration of Interests

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

Risk Mitigation

Council provides a secretariat function for the Strategic Alliance. There are risks associated with ongoing staff commitments required to fulfil this role, although these commitments are currently manageable. It is important that Council continues to provide services as outlined in the MOU, to avoid scope creep that may put undue pressure on resources available.

Officers will continue to consider and address any other risks that are identified.

12.11 Frankston City Jobseeker Alliance Memorandum of Understanding**Executive Summary****Conclusion**

The Frankston City Job Seeker Alliance, represents an opportunity to improve the experience and support provided to job seekers in their pathway to employment in the Frankston City, by forming a coalition of change to systematically address barriers and risk factors associated with coordinating support for unemployment and underemployment in Frankston City.

ATTACHMENTS

Attachment A: [↓](#) Frankston City Job Seeker Alliance Draft MOU

Frankston City Job Seeker Alliance

Memorandum of Understanding

This is a non-binding Memorandum of Understanding ('MOU') which establishes the framework within which the member organisations will collaborate, to carry out the strategic outcomes that have measurable and sustainable employment outcomes for residents of Frankston City.

1. Background

In response to the employment outcome challenges faced in Frankston, Council has facilitated a process to bring together senior representatives from the employment support sector to inform local initiatives and unite as advocates in a coordinated approach.

The Frankston City Job Seeker Alliance ('Strategic Alliance'), represented by all key services with a commitment to improving the experience and support provided to job seekers in their pathway to employment in the Frankston City municipality ('Frankston City'). Together, the Strategic Alliance will develop and drive a shared agenda for improving, aligning, and expanding the capacity of Frankston's job seeker support system to better respond to the pressures of unemployment and underemployment in the municipality.

The system is increasingly complex for job seekers and employers to navigate and the lack of coordination has led to duplication of services, reduced return on investment and a lack of unity in decision making. To overcome this, Frankston City requires a coordinated approach along with new innovative thinking to ensure future investments increasingly impact the job seeker and employer community in positive ways.

It is evident that there is no shortage of jobs or employers wanting to engage; however the system is not optimised. The Strategic Alliance must solve this challenge through forming a coalition of change to systematically address the barriers and risk factors associated with coordinating support for unemployment and underemployment in Frankston City

2. Purpose

The purpose of the Strategic Alliance is to simplify and strengthen the system that surrounds job seekers and employers in Frankston City. This will be achieved by providing collaborative intelligence, advocacy and advisory to demystifying the pathways to training and employment support for the people of Frankston and the employers that value them. It is essential that the Strategic Alliance works to increase confidence in the system that scaffolds job seekers and connects employers

3. Vision

By 2023 the Frankston Job Seeker Alliance will have made a measurable and sustainable difference to employment choices and outcomes for the community through a cohesive and interconnected employment and local training sector.

Frankston is where talent is attracted and our people are supported to be the best they can be.

4. Strategic Outcomes

Strategic Outcomes	Success Indicators
1. Intelligent Investment The Strategic Alliance shares evidence and data to intelligently inform Government and industry decisions and future investments to drive improved outcomes.	<ul style="list-style-type: none"> Needs of community clearly understood and captured to inform the data required for evidenced based decision making Relevant data captured and shared consistently Shared investment from key stakeholders (Council, Hospitals, Education sector, State Government) The data from the alliance is valued as a link to the most informed investment Positive impact on job seeker and employer experience
2. Streamlined Support The Alliance roadmaps and streamlines Frankston's support services as an interconnected referral system for the community to efficiently and easily navigate with support of the Jobs Victoria Advocates	<ul style="list-style-type: none"> Support organisations all clearly identified and aligned in the system to share services Effective connections through the network to transfer information in a way that delivers streamlined support for job seekers Speed from first contact to resolving their individual needs reduced Reduced duplication and ensure the pathway that is efficient for the job seeker Positive impact on job seeker and employer experience
3. Increased Employment The Alliance has worked in targeted and effective ways to lower the unemployment rate and increase engagement with Vocational Education and Training in Frankston City	<ul style="list-style-type: none"> Clear baseline data on current employment rates and effectiveness of system Increasing number of people engaged with services and over time Increased trust & confidence from employers Sustained employment by connecting clients with a job for now and a sustainable plan for their future Clients are progressively connected to most appropriate services that allows them to reduce their barrier to work Positive impact on job seeker and employer experience
4. United Advocacy The Alliance is a united advocate for all needs of the job seeker community and is valued and trusted as a voice at the table for decision making at all tiers of Government and industry.	<ul style="list-style-type: none"> Clearly identified as a united and effective partnership of advocates and stakeholders Defined program of advocacy work that supports improved outcomes. Regular and meaningful connections to all tiers of Government and industry partners to help them to deeply understand the need and opportunity. Clear communication tools designed to build understanding of the Strategic Alliance Positive impact on the broad network of Job Seeker Alliance members

5. Strategic Alliance Representation

The Strategic Alliance is represented by:

5.1 Industry Stakeholders

A group of senior leaders, influencers, and key decision makers from all relevant services and organisations with a stake in improving employment outcomes in Frankston City. They are focussed on high level, strategic and long term system strengthening for the job seeker and employment pathway sector.

5.2 Frankston City Council

Supporting operational level information sharing and governance to ensure the Strategic Alliance meets its objectives and is supported in its endeavours to improve employment outcomes in the municipality.

6. Strategic Alliance Structure



7. Strategic Alliance Executive (signatory) Members

Executive (MOU signatory) Member organisations will provide representation with management delegation to enable decisions and commitments to be made on behalf of their agencies/organisations.

- 7.1 Strategic Alliance executive will provide governance and oversight of the activities impacting job seekers in the Frankston City municipality
- 7.2 Strategic Alliance executive will collaborate in developing the shared action agenda and leading the design, development, and implementation of the strategic initiatives identified to deliver the proposed outcomes
- 7.3 Strategic Alliance Executive may co-opt members (without signatories) where annual priorities or special projects require the involvement of particular organisations or sectors.
- 7.4 Ensure the Executive gives voice for every sector including:
 - 7.5.1 Support Services in Community – including mental health, homelessness, grooming etc
 - 7.5.2 Employment service providers – including disability services, job active providers etc
 - 7.5.3 Council
 - 7.5.4 Education providers
 - 7.5.5 Employers

The responsibilities of the Strategic Alliance Executive Group Members may include:

- 7.6 Chief Executive and/or Board Chair authorisation is required (via signatures below) of all member organisations of the Strategic Alliance.
- 7.7 In signing this MOU member organisations commit to contributing as required.
- 7.8 Executive member organisations will commit to contributing to the design, delivery and implementation of the shared action agenda.
- 7.9 Each executive member organisation will establish internal mechanisms to enable their representative(s) to effectively participate in and make decisions regarding directions of the Strategic Alliance.
- 7.10 Executive member organisations can nominate a delegate to attend the Strategic Alliance meetings on the understanding that the delegate is authorised to make decisions on behalf of the Member organisation.
- 7.11 As far as possible the same representatives will attend the Strategic Alliance meetings to ensure continuity and consistency in the operations of the Strategic Alliance.
- 7.12 Strategic Alliance executive membership is confirmed via MOU signatory, including but not limited to the following organisations:
 - Frankston City Council
 - Chisholm Institute
 - Groomed to Go
 - SkillsPlus Brace

- Brotherhood of St Laurence
- JobFind
- Max Employment
- Taskforce
- Frankston Mornington Peninsula Local Learning & Employment Network Inc. (FMPLLEN)
- Local Jobs Program (LJP)
- The Bridge Inc
- Headspace
- Whitelion
- Mas Experience
- Community Support Frankston
- Wise Employment
- Evolution Recruitment
- MEGT
- Generation Australia.

8 Strategic Alliance Non-Executive (non-signatory) Members

- 8.1 Non-Executive Membership is open to all organisations and stakeholder groups working to support, service, or advocate for job seekers within the Frankston City municipality (and beyond by agreement).
- 8.2 Non-Executive Members may attend:
- 8.2.1 Frankston Job Seeker Alliance Meetings (or equivalent)
 - 8.2.2 Frankston Job Seeker Alliance Forum's (or equivalent)

The Responsibilities of the Frankston Job Seeker Alliance Non-Executive Members include:

- 8.3 Non-Executive members will support the delivery and implementation of the shared action agenda and share local level information to influence the shared action agenda for improving employment outcomes and the experience for job seekers and employers in the municipality.
- 8.4 Non-Executive members may be co-opted to participate in Strategic Alliance (Executive meetings (without signatories) upon the discretion of the Strategic Alliance Executive membership where annual priorities or special projects require the involvement of particular organisations or sectors.

9 Executive Meetings Procedures

- 9.1 Chair function will rotate on an annual basis.
- 9.2 The Strategic Alliance will meet bi-monthly.
- 9.3 Executive attendance will be expected for each meeting and or a proxy in place
- 9.4 Meetings will not exceed two hours in duration, except by agreement
- 9.5 Special meetings to be organised via the Chair/Secretariat as required
- 9.6 A meeting quorum will comprise 5 members
- 9.7 Attendance will be in person or video conference
- 9.8 Minutes shall be taken and distributed within 14 days of a meeting
- 9.9 Agendas will be distributed a week before a meeting



- 9.10 Secretariat function will be the responsibility of Council throughout and include:
- 9.10.1 Developing an annual timetable of all Frankston Job Seeker Alliance meetings
 - 9.10.2 Providing secretariat functions for the Frankston Job Seeker Alliance, and coordinating communication between the groups.
 - 9.10.3 Setting advance agendas in consultation with members and circulating five working days in advance of the meeting/s
 - 9.10.4 Taking minutes of meetings outlining key actions and circulating to members
 - 9.10.5 Maintaining and circulating updated membership lists
 - 9.10.6 Initiating an annual review of the effectiveness of the Frankston Job Seeker Alliance
 - 9.10.7 Initiating annual reviews of the Frankston Job Seeker Alliance MOU.

10 Decision Making

- 10.1 Special meetings to be organised via the Chair/Secretariat as required.
- 10.2 The Strategic Alliance will follow a consensus decision making model. Strategic Alliance decisions can be made during meetings or out of session via circular resolution.
- 10.3 When agreement cannot be reached, the Chair will determine the preferred course of action between the options presented.

11 Conflict of Interest

The Executive Group Chair will call for any potential conflicts of interest to be declared at the commencement of each meeting, and will ensure that any declared conflict of interest, and the actions taken to manage the conflict, are recorded in the minutes of the meeting.

12 Privacy

- 12.1 Unless expressly authorised in writing or required by law, members of the Strategic Alliance will not disclose confidential information to any third party, without explicit consent.
- 12.2 Members of the Strategic Alliance acknowledge that information shared at meetings may include personal, sensitive and health information of individuals. All members of the Strategic Alliance are committed to handling information in accordance with the applicable privacy laws.

13 Ceasing Membership

Membership is deemed to have ended when a letter of resignation has been tendered by the organisation and/or there has been an unexplained absence for three consecutive meetings.

14 Governance

The Strategic Alliance will be managed through the MOU, Strategic Plan and meeting procedures (see section 9). The meeting venue and secretariat function is to be provided by Frankston City Council.



15 Amendment, Modification and Variation

This MOU is effective upon formal endorsement by the Strategic Alliance executive members' organisations and may be amended, varied or modified in writing.

16 Review of MOU

The Strategic Alliance MOU will be reviewed annually

<p>Signed for by Frankston City Council by its authorised representative:</p>	<p>Signature of authorised representative <<Name>>, <<Title>> Date:</p>

Executive Summary**12.12 Kananook Creek Gardens - Outcome of community consultation**

Enquiries: (Vishal Gupta: Infrastructure and Operations)

Council Plan

Community Outcome:	2. Liveable City
Strategy:	2.2 Vibrant and Engaged
Priority Action	2.2.3 Engage and support Frankston City's local areas and diverse communities to optimise facility usage and enhance equitable access to services

Purpose

To provide Council with an update on recently completed community consultation for the Kananook Creek Gardens.

Recommendation (Director Infrastructure and Operations)

That Council:

1. Notes the community consultation in relation to the 2021 Kananook Creek Gardens Vision Plan;
2. Adopts the 2021 Kananook Creek Vision Plan;
3. Notes Council Officers will investigate the suitability of renaming the Kananook Creek Reserve in accordance with the Geographic Place Names Act 1988; and
4. Authorises Council Officers to finalise detailed design and proceed to public tender, noting that construction is expected to be completed by June 2022.

Key Points / Issues

- The Kananook Creek Vision Plan sets out five key principles and corresponding actions including: Celebrating local flora and fauna; Acknowledge Traditional Owners; Preserve ecological and cultural heritage through learning; enhance connections to the Kananook Creek and invest in park amenity and character.
- The 2021 Kananook Creek Vision Plan aligns with the 1997 Kananook Creek Arboretum Master Plan prepared by Dr Jill Orr-Young, incorporating many of the original recommendations including improved gateways at Seaford Road and Station Street, interpretive signage, improved park amenity; educational opportunities, a rotunda and connection with Kananook Creek.
- The Kananook Creek Vision Plan (2021) was presented to Councillors at Major Projects Advisory Committee on 31 March 2021 and was subsequently supported for community consultation.
- Council Officers recently completed extensive community consultation with the wider community on the Kananook Creek Vision Plan from 28 April to 4 June 2021.
- Feedback from the community supports the five key principles of the 2021 Vision Plan and provides valuable guidance for the detailed design process. Details of the community consultation process, including key recommendations, are discussed in the Officers' Assessment section of this report and a Community Engagement Summary is included in Attachment B.

12.12 Kananook Creek Gardens - Outcome of community consultation**Executive Summary**

- Council Officers met with representatives of the Kananook Creek Association, Dr Jill Orr-Young and the Bunurong Land Council frequently during the preparation of the 2021 Vision Plan and before community consultation commenced.
- Changing the name of this reserve (currently known as Kananook Creek Reserve) was raised in the project working group and from key external stakeholders. This was specifically surveyed as part of the community consultation process. Feedback suggests strong support for substituting the word 'reserve' with 'Kananook Creek Indigenous Gardens'. A formal name change process shall be required to change the existing name under the Geographic Places Names Act 1998.
- The Beckwith Grove Bridge was raised during the community consultation process. Council considered this matter at its meeting on 10 May 2021 it was resolved that Council:
 1. *Notes historically the Beckwith Grove Bridge previously provided access from a former caravan park (now Kananook Creek Reserve) to the beach;*
 2. *Notes alternative safe pedestrian access including fire exit to the beach is available via Station Street (North) and Seaford Road (South);*
 3. *Notes Frankston Police has indicated in the past that they do not recommend opening of the pedestrian bridge and associated walkway to the general public due to safety and privacy concerns;*
 4. *Notes the outcome of the independent safety assessment undertaken in 2021, in particular the assessment on fire safety and stranger-danger risks, that do not recommend construction of a bridge at this location;*
 5. *Notes the location of the bridge is in a significantly constrained environment, attracts low usage and poses significant challenges in terms of reinstatement of the bridge from cost, community safety and constructability perspective;*
 6. *Release to the public, as part of the Minutes, the confidential cost estimate attachment included in the previous Council report (25 September 2017);*
 7. *Notes the revised cost estimate received in 2021 for the construction of a bridge including associated infrastructure and some safety improvement is around \$770,000 exclusive of GST;*
 8. *Upholds its previous decision made at Ordinary Council Meeting 307 on 25 September 2017 not to reconstruct the Beckwith Grove bridge at this time and, in lieu, advocates for external funding opportunities for a new bridge that will continue to require the access way at 6R Beckwith Gove Seaford; and*
 9. *Notifies the Head Petitioner in writing of its decision."*
- Should external funding become available for the reconstruction of the Beckwith Bridge, it will not impact the detailed design process or implementation of the Kananook Creek Gardens works.

Financial Impact

There are financial costs, however, these costs can be accommodated within existing budgets. The following budget provisions have been made in the Long Term Infrastructure Plan for the Kananook Creek Gardens project:

- \$136,000 in the 2020/21 financial year;
- \$15,000 in the 2020/21 financial year for the Seaford Grand Rotunda (part of the Vision Plan);
- \$500,000 in the 2021/22 financial year for implementation of the Vision Plan;

12.12 Kananook Creek Gardens - Outcome of community consultation**Executive Summary**

- A total of \$651,000.

Consultation**1. External Stakeholders**

Consultation with the wider community occurred from 28 April to 4 June 2021 – for a six-week period. Details of the community consultation process are discussed in the Officers' Assessment section of this report and are summarised in an independent Community Engagement Summary in Attachment B

Community consultation was extensive including:

- Distribution of 2,200 postcards inviting people to have their say;
- A community meeting on-site at the Seaford Library;
- Large signs erected at major entrances to the reserve;
- Detailed information at Council's website;
- On-line survey;
- Drop-in to local businesses.

A project working group was established in 2020 including the Bunurong Land Council, the Kananook Creek Association and Dr Jill Orr-Young.

Melbourne Water has also been involved in the development of the 2021 Vision Plan.

2. Other Stakeholders

Members of the Planning and Environment Department and Operations Centre have been extensively involved and consulted on the 2021 Vision Plan.

Analysis (Environmental / Economic / Social Implications)

The 2021 Vision Plan recommendations will preserve and enhance the rich ecological character of the reserve by protecting existing flora, removal of weed species and succession planting – one of the aspects that makes this area unique.

Interpretive signage, including information of existing flora, history local custodians and traditional owners will celebrate the rich history of the site promoting on-site educational opportunities for locals and environmental studies.

Legible entrances and gateway improvements at Seaford Road and Station Street will improve security, connections to other parts of Kananook Creek and Seaford Village.

Park amenity improvements such as seating, shelter and clear walking connections will enhance the day-to-day experience of park users.

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

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

12.12 Kananook Creek Gardens - Outcome of community consultation**Executive Summary**Legal

The following statutory obligations are required:

- Cultural Heritage Management Plan (Aboriginal Victoria);
- Melbourne Water approval for any proposed works associated at creek level;
- DEWLP consent;
- Geographic Places Names Act 1998.

Policy Impacts

There are no policy implications stemming from this report.

Officer's Declaration of Interests

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

Risk Mitigation

There are no significant risks identified at this time.

Conclusion

There has been significant and constructive feedback received from the community regarding the 2021 Kananook Creek Vision Plan to start the detailed design process and progress to construction.

Implementing the recommendations of the 2021 Vision Plan is funded through the Long Term Infrastructure Plan.

Council Officers will finalise the detailed design process in conjunction with key stakeholders and external authorities to ensure that construction can commence in the 2021/22 financial year.

ATTACHMENTS

Attachment A: [↓](#) Attachment A - Concept Plan

Attachment B: [↓](#) Attachment B - Community Engagement Summary

**12.12 Kananook Creek Gardens - Outcome of community consultation
Officers' Assessment****Community Consultation Process and Outcomes**

The project team undertook extensive consultation with the wider community on the Kananook Creek Gardens 2021 Vision Plan from 28 April to 4 June 2021 – for a six-week period.

The community consultation process and outcomes are summarised below and detailed in Attachment B in a Community Engagement Report that was prepared by independent consultants.

Process

- Distribution of 2,200 postcards inviting people to have their say by completing an on-line survey and attend a community event;
- A community event was held on Saturday 12 May 2021 at the Seaford Library that included coffee and scones and was supported by the Kananook Creek Association;
- Large signs erected at major entrances to the reserve;
- Detailed information at Council's website;
- On-line survey;
- Drop-in to local businesses.

Demographic data

Approximately 118 people participated in the community consultation process via completing the on-line survey and attending the community event at the Seaford Library.

Demographic details collected as part of the survey suggest that:

- The largest cohort of responses were provided by those aged between 35 – 49 followed closely by those aged between 50 - 64;
- Connection to the area and Kananook Creek was recorded with 58 respondents citing that they visit the area followed by 22 respondents identifying as members of the Kananook Creek Association;
- Walking along the creek and observing nature/birdlife were the two highest mentioned activities.

Key findings

- Each of the five themes outlined in the 2021 Vision Plan were supported and with specific design recommendations provided for each theme. Samples are listed below with full details provided in Attachment B.

Themes: Acknowledge Traditional Owners; Preserve ecological and cultural heritage through learning

- Specific signage and areas that contain information regarding the Creek and its history.
- A large shelter or rotunda that helps to educate visitors to the Creek on their surroundings and local environment.
- Local history and stories of the creek: growing up on the creek; canoeing, boating to the shops; platypus in creek in the 1950s'.
- Citizen Science activities along the path'.

12.12 Kananook Creek Gardens - Outcome of community consultation**Officers' Assessment**

- Involvement of QR codes leading to educational websites or another form of 'digital self-paced information' to ensure that children do not have to stop walking for long periods while parents read the information on signage.

Theme: invest in park amenity and character

- Construction of a place for outdoor use, such as a rotunda or shelter.
- Minimise the number of paths in the area
- Remove the asphalt/bitumen from paths and replace it with 'natural' materials (examples given of gravel and wood chips).
- Consider the multi-purpose nature of any construction - could be designed for the use of elderly citizens, schools, scouts and walking clubs; protection from elements for those who visit the Creek.
- Addition of places to sit and public furniture.
- Addition of a path to provide access to RF Miles Reserve.

Theme: preservation of local flora and fauna

- Plant more indigenous flora, some suggestions: banksias, melaleucas
- 'Create a distinct barrier between the walking track and off-limits vegetation area.
- Encourage 'bush play' and decide against heavy infrastructure.

Theme: connection to the Creek

- Include a jetty for people to access the Creek with greater ease (for activities such as kayaking, canoeing, stand-up paddle boarding, fishing)
- Provide greater accessibility for people who would like to fish in the Creek.
- Construct a lookout on the south side of the Creek.
- Add a viewing platform.
- Build a canoe landing platform on both sides of the Creek.

Naming of the reserve

Strong support for changing the name of the reserve to something that recognises its unique setting was received with:

- 56 respondents supporting the word 'Kananook';
- 49 supporting the word 'Indigenous';
- And 32 requesting the word 'Botanical'.

Item 12.12 Attachment A: Attachment A - Concept Plan





Kananook Creek Gardens Vision Plan

Engagement Summary Report

Frankston City Council | June 2021

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Conversation Co.

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Introduction

Conversation Co.

The purpose of this project was to test and strengthen the draft design concept plan developed by Frankston City Council, the community, local residents, park users and the Traditional Owners, the Bunurong People, in consultation with Kananook Creek Association for Kananook Creek Gardens Vision Plan.

There are five key priorities within this vision plan that were tested:

- Celebrating local flora and fauna, initiatives to support and strengthen the site's significant ecological value. This element of the Vision Plan is about undertaking ecological and vegetation work to showcase the area's significant pre-colonisation native plants.
- Acknowledging Traditional Owners, the Bunurong People, these initiatives aim to strengthen the relationship between Kananook Creek and its Traditional Owners and custodians by sharing stories and cultural events.
- Preserving ecological and cultural heritage, initiatives to support research partnerships and education to promote appreciation, and a desire to preserve this place for generations to come.
- Enhancing connections to Kananook Creek, initiatives to allow for the continued and future enjoyment of the creek and its surrounding natural beauty.
- Investing in park amenity and character, landscape improvements to create a unified landscape character, strengthen the identity of the park and create a memorable experience for all.

Conversation Caravan was engaged by Frankston City Council to assist with the planning and delivery of a consultation program to speak with those who live near, visit or volunteer in Kananook Creek Gardens to understand their needs and aspirations for the future of the site. Consultation took place between April 28 and June 4 2021.

This report summarises the key findings from this consultation program for use by the project team. This report can be released for public viewing.



Introduction

Conversation Co.

Methodology

A mixed method consultation approach was delivered to support participation. This included:

- online survey
- online mapping exercise for participants to map their ideas within the study areas
- community event on site

Participation in these activities was supported through use of an online community engagement platform called Social Pinpoint via Council's website and via Council's Facebook page. To help participants understand the project and the site Frankston City Council prepared a concept plan for each of the five priority areas as well as an overall concept plan.

The project was promoted through a communications campaign run by Frankston City Council and Kananook Creek Association. This included the distribution of postcards to households, on-site signage and social media.

Participation

Approximately 118 people participated in this project, given the interest in this project we expect that some people participated across multiple methods, therefore the total number of participants may be lower than the actual number of participants recorded. Participation in the engagement was spread across multiple activities as detailed in Methodology, participation by method is summarised in Table 1.

Table 1 - Participation by method

Method	No.	Level of Participants
Online Survey Participants were not required to answer every question. Refer to Appendix 1 to view the survey.	55	Participants spent an average of 7 minutes completing each survey.
Social Pinpoint Mapping Activity the five categories of discussion were based on five design priorities, Park Identity and Experience and Connection to Water attracted the most comments.	8	This activity attracted 13 comments across five priority areas, by 8 participants.
Community Event A small community event was held onsite, close to the Seaford Library on Saturday 15 May 2021, 10:30am to 12:00pm. Participants and passers-by were invited to 'walk in' provide their feedback on the draft concept plan.	*55	A children's activity was also offered to encourage children to think about the natural biodiversity. Participants were able to spend as much or as little time participating in the activities. Time ranged from 2 minutes to 10 minutes.

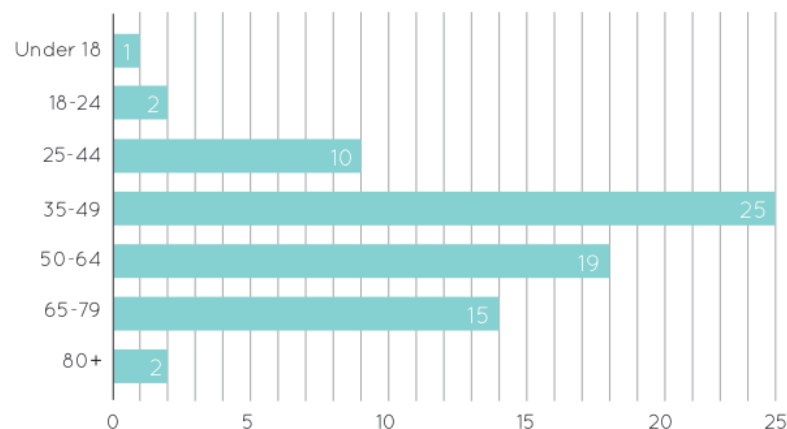
*participation is an estimate of the number of coffees served across the period.

Those that participated online via the survey and those that participated in person were asked to provide some basic demographic information. One person also provided such information in the Social Pinpoint Mapping Activity. Diagram 1 and 2 provide information related to the age of participants and their connection to the site.

Introduction

Conversation Co.

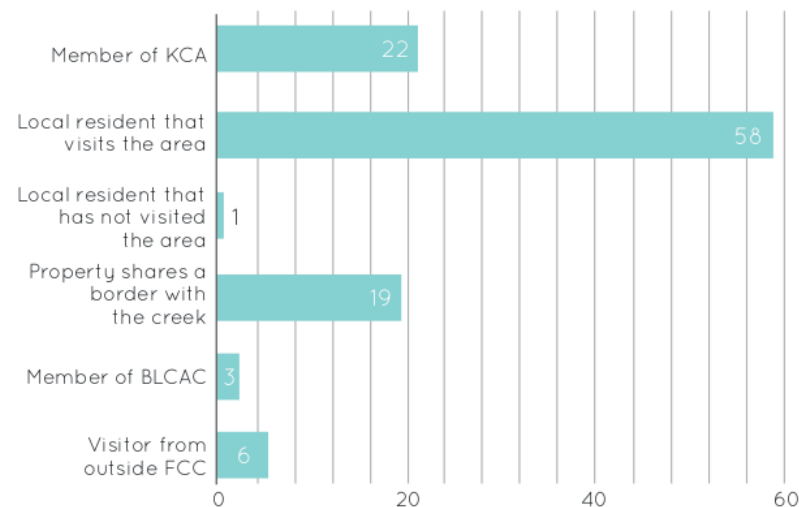
Diagram 1 - Age of Participants



The largest cohort of participants was aged between 35 - 49 years old, followed by those aged 50 - 64. One online participant and four pop-up participants did not provide their age. The median age bracket was 50-64 years of age, which shows that the survey may not have reached the younger residents of the council to an adequate level.

Participants were able to select all that applied in terms of their connection to the site. The largest group of cohorts were residents of the Frankston municipality or connected to the Kananook Creek Association. Across the project 19 residents that shared a boundary to the reserve participated. Fewer members of the Bunurong Land Council Aboriginal Corporation participated in comparison to other groups.

Diagram 2 - Connection to the area



Participants were asked to describe the activities currently enjoyed onsite and were able to choose from a list of options, as well as add extras. Overall; walking along the creek, watching birdlife and attending markets were among the highest. Many also enjoy dog walking and cycling on the site. Table 2 shows this breakdown. Note that one participant indicated that they do not currently use the site.

Introduction

Conversation Co.

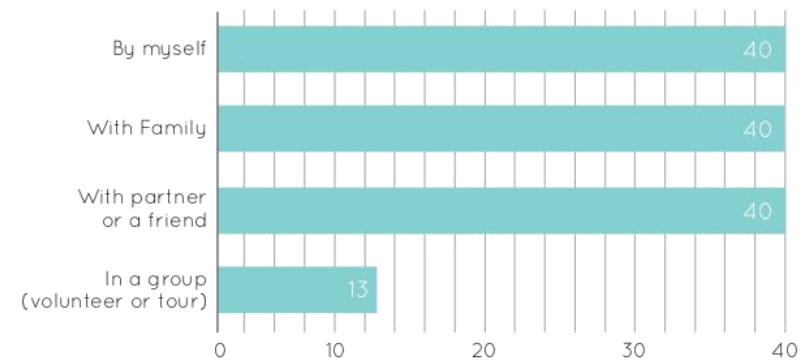
Table 2 - Activities currently enjoyed

Activity	No. of Participation
Visiting the markets	38
Walking along creek	70
Cycling along creek	20
Watching birdlife	52
Volunteer gardening	19
Picnics	10
Canoeing	19
Dog walking	20

Participants were asked who they typically visit the site with - again, participants were able to select from a list of options or add their own. Visitation alone, with family, or with a friend/partner were equal. In this case, 'with family' merges both options of 'family with children under 12' and 'extended family'. Visiting the area in a group was chosen the least amount of times. Diagram 3 shows this breakdown.

Diagram 3 - Who we visit the creek with

Visitation of the site



Key Findings

Conversation Co.

The structure of this report is organised around 7 key themes shown in Table 3. This report summarises the key themes emerging from across the consultation. It includes feedback from all three engagement methods, online survey, pop ups and online mapping tool.

Table 3 - Key themes

Theme	Inclusion
Learning stories of the Creek	This section includes feedback relating to the education of visitors to the Creek, with a specific focus on teaching the history of the site.
Social connection and celebration	This section includes feedback regarding the interaction within the local community, including the addition or improvement of specific amenities or groups to promote congregations in the area.
Traditional owners (the Bunurong people) and recent custodians	This section includes feedback about the involvement of both Traditional Owners of the land and local custodians of the site, as well as the education of the local community regarding Indigenous matters.
Preservation of local flora and fauna	This section includes feedback involving the continued preservation of the Creek's local flora and fauna.
Waterways	This section includes feedback respecting the waterways of the Creek, its amenities and future uses.
Governance	This section includes feedback relating to the laws created and projects undertaken by the Frankston City Council that directly affect the Creek.
Destination feel	This section includes feedback regarding the naming, signage implementation and local use of the site.



Key Findings

Conversation Co.

Learning stories of the Creek

This section includes feedback related to the education of the wider community who visit the area, especially concerning the engagement with 'stories of the Creek' and the general history of the site.

Based on the responses received, it is clear that people in the local area, especially those who extensively use the Creek are interested in the local history of the area and being educated in this field. Many people also feel that it is imperative to teach the next generation the history of their surroundings, and several methods have been suggested to achieve this.

Sentiment

To educate the people who frequent the Kananook Creek site, particularly in ways that involve teaching the stories and history of the surrounding the area.



Key Findings

Conversation Co.

Opportunities

- To teach members of the community about the history of their surroundings with the implementation of specific signage along the Creek.
- To work with the traditional owners of the land (Bunurong People) and local custodians in collaboration to promote their stories and historic use of the area.
- To recognise the people and communities who have worked tirelessly in the years and decades past to maintain the Creek and its surrounding areas.
- To increase the number of educational facilities available to the general public in the Creek's general vicinity.

Challenges

- Deciding which information is relevant and engaging for the community to enjoy.
- Settling on a consistent form and design of signage to be used on the site.
- Negotiating a balance between the natural 'feel' of the area and the implementation of man-made structures.
- Some participants were worried about the financial implications of these additions and would rather all facilities be low maintenance and inexpensive.

Ideas for consideration as discussed with community:

- Design and construction of a 'circular covered space/outdoor performance space' that could be utilised for education and specific promotion of Indigenous stories – such as Dreamtime.

- Educate young children on the local flora and fauna of the Creek and the importance of sustainability and local history.
- Promote education on the importance of native plants and animals, including how native Indigenous people interacted with them (using food sourcing, etc.).
- The addition of a facility dedicated to education.
- Consultation with local Indigenous people, local teachers and rangers to design a plan regarding the education of and engagement with the community.
- Specific signage and areas that contain information regarding the Creek and its history.
- A large shelter or rotunda 'like at Monash University' that helps to educate visitors to the Creek on their surroundings and local environment.
- 'Local history and stories of the creek: growing up on the creek; canoeing, boating to the shops; platypus in creek in the 1950s'.
- 'Citizen science activities along the path'.
- Involvement of QR codes leading to educational websites or another form of 'digital self-paced information' to ensure that children do not have to stop walking for long periods while parents read the information on signage.
- Playful information that ensures the imagination of children is captivated throughout their educational journey in the Creek.

Key Findings

Conversation Co.

Social connection and celebration

This section includes feedback regarding the interaction within the local community, including the addition or improvement of specific amenities or groups to promote congregations in the area. Many people supported the idea that new facilities could be added to enhance the experience provided to local visitors, however, this may conflict with the idea of keeping the site as natural as possible.

This theme was quite conflicting among the participants, as the majority of them supported the idea of social connection along the Creek however, the desired amount of development and number of paths on the site varied from person to person. While some people did not like the idea of impeding on the natural element of the area, others felt that more construction was required to further immerse themselves in the natural environment. Cyclists' use of the area was another contentious point among participants.

Sentiment

To involve and connect the local community with the Creek, as well as celebrate the conjunction between the social aspect of groups who regularly utilise the area.

Opportunities

- To construct a sheltered space or rotunda that promotes social connection along the Creek, or structures that promote the 'natural aesthetics' of the area.



Key Findings

Conversation Co.

- To upgrade and/or maintain the existing pathways to allow ease of access for groups making use of them.
- To promote the Kananook Creek Association and other similar community groups to maintain respectful and responsible use of the site.
- To find a way to manage the mixed-use of paths (pedestrians, cyclists, electric scooters/bikes).
- To create a social connection with the local community who celebrate the site.

Challenges

- Financial implications that may come with the construction of a rotunda or sheltered space.
- Negotiating a balance between the natural 'feel' of the area and the implementation of man-made structures.
- Only 25% of the online participants supported the idea of a pavilion, and even less (18.75%) wanted a shelter constructed.
- Some participants felt that the pathways should be restored to a more 'natural' state - i.e. bitumen stripped and replaced with a sand or gravel path - or in other cases removed altogether.
- It was made clear that participants wanted a minimal amount of development on the site.

Ideas for consideration as discussed with community:

- Construction of a place for outdoor use, such as a rotunda or shelter.
- Minimise the number of paths in the area (specifically cited between points F3-P1 and F3-P3).
- Remove the asphalt/bitumen from paths and replace it with 'natural' materials (examples given of gravel and wood chips).
- Addition of sculptures for both adults and children alike to interact with, made with 'natural' materials.
- Consider the multi-purpose nature of any construction - could be designed for the use of elderly citizens, schools, scouts and walking clubs; protection from elements for those who visit the Creek.
- Addition of places to sit and public furniture.
- Dedicated bike paths.
- Addition of a path to provide access to RF Miles Reserve.
- Introduction of barriers to prevent cyclists from using the paths along the Creek.
- Replace Harley Klivers Plaque at BBQ.
- Build an outdoor gym or climbing wall for group exercise activities.
- Create a connection with the creek for locals and some branding that they would be 'proud of'.

Key Findings

Conversation Co.

Traditional owners (the Bunurong people) and recent custodians

This section includes feedback about the involvement of both Traditional Owners of the land and local custodians of the site, as well as the education of the local community regarding Indigenous matters. The majority of participants wanted to see additional recognition of local Indigenous people, the traditional owners and their land that the Creek is set upon. Many felt that through education of the local community, this could be further achieved. A large portion of the participants also felt that local Indigenous custodians should be involved and have a role in the process of education on the Creek and the construction or design of new facilities.

Sentiment

To involve and consult local Indigenous custodians surrounding the process of creating a vision for the Creek, and recognise both local custodians and traditional owners of the site within the community.

Opportunities

- To involve local Indigenous people in the creation of artwork that is featured along the Creek.
- To educate visitors to the Creek (especially younger children) about the local Indigenous people and their practices regarding the land.
- To consult Indigenous custodians during decision making that surrounds the council's use of the land.
- To source advice from local Indigenous custodians concerning local plants and what flora should be planted.



Example only. Copyright Bunurong Memorial Park



Example only. Copyright Bunurong Memorial Park

Key Findings

Conversation Co.

Challenges

Ideas for consideration as discussed with the community:

- 'Ask the Bunurong people' - consult with the local Indigenous community on various decisions surrounding the site.
- 'Work with local indigenous groups to understand their unique practices and traditions and share back in ways appropriate to them'.
- 'Avoid generic non place-based (Indigenous) stories that are not interesting to visitors' (referring to the process of educating and sharing stories from the history of the Creek).
- More signage discussing how colonisation impacted and affected the use of the land could be good to open perspectives.
- Educate the community about past land use, including aspects such as food sourcing and mythology.
- 'That the reserve acknowledges our First Nations people and be an area that we can pay respect to our past, present and emerging elders'
- Include Indigenous language and symbols in signage along with explanations.



Example only. Copyright Fisher Design + Architecture

Key Findings

Conversation Co.

Preservation of local flora and fauna

This section includes feedback involving the continued preservation of the Creek's local flora and fauna. All participants that mentioned local flora and fauna explicitly were interested in its protection, and many also suggested planting additional Indigenous flora to supplement the existing plants. In response to the online survey question that asked about the desired level of access throughout the site, 91.1% of respondents preferred a limited level of access to promote the preservation of the Creek's natural environment.

Sentiment

To protect the natural environment of the Creek, and preserve the local flora and fauna for years to come.

Opportunities

- To plant more indigenous species of flora on the site.
- To harvest and plant local seed stock.
- To investigate what is Indigenous to the local area of the Creek.
- To monitor the impact that introduced species have on local flora and fauna.
- To protect the natural birdlife of the site.
- To study the seed dispersal in the local region.



Copyright Sweetwater Creek Association



Copyright Sweetwater Creek Association

Key Findings

Conversation Co.

Challenges

- Any planned construction may affect the presence of certain species of flora and fauna along the Creek.

Ideas for consideration as discussed with the community:

- Plant more indigenous flora, some suggestions: banksias and melaleucas.
- 'Keep as natural as possible'.
- Protect birdlife and their nesting areas.
- Avoid clearing for new park features.
- Create more shade from tree cover.
- Observe the change in vegetation that has taken place in recent years.
- Create a distinct barrier between the walking track and off-limits vegetation area.
- Stop spraying weeds and contaminating 'bush foods', plant Indigenous 'bush foods' and make them available to everyone.
- Encourage 'bush play' and decide against heavy infrastructure.
- Plant to provide noise and visual screening from the railway line.
- Limit bush and tree removal.



Copyright Frankston City Council

Key Findings

Conversation Co.

Waterways

This section includes feedback respecting the waterways of the Creek, its amenities and future uses. A large point of contention for many participants was the plan involving the replacement of Beckwith Bridge. Another issue raised was the lookout over the Creek - which 25% of online respondents felt the need for.

Sentiment

To consult the needs of the community and their desired future use of the Creek and its surrounding waterways.

Opportunities

- To consider the replacement of Beckwith Bridge and negotiate with the community regarding this contentious topic.
- To consider the opportunity to use the Creek for fishing.
- To evaluate how boats (including canoes, kayaks) can positively use the Creek.
- To investigate if a lookout will be beneficial for the community and natural environment of the site.

Challenges

- The financial implications of rebuilding Beckwith Bridge or constructing a lookout over the water.
- Potential for backlash from community members if Beckwith Bridge is not rebuilt or restored.

Ideas for consideration as discussed with the community:



Copyright Kananook Creek Association

Key Findings

Conversation Co.

- Include a jetty for people to access the Creek with greater ease (for activities such as kayaking, canoeing, stand-up paddle boarding, fishing)
- Ensure that the water stays fresh through adequate pumping.
- Renewed focus on the Creek's water quality.
- Rebuild Beckwith Bridge.
- Provide greater accessibility for people who would like to fish in the Creek.
- Construct a lookout on the south side of the Creek.
- Add a viewing platform.
- Celebrate the 'network of wetlands in Frankston City Council' (e.g. Edithvale-Seaford Wetlands).
- Protect the Creek and 'Ramsar listed Seaford wetlands.
- Fix the duck feeding area on Station Street.
- Make kayaking in the Creek easier by addressing the sediment levels.
- Build a canoe landing platform on both sides of the Creek.



Copyright Kananook Creek Association



Copyright Frankston City

Key Findings

Conversation Co.

Governance

This section includes feedback relating to the project governance, maintenance and management by Frankston City Council related to the creek and reserve. The main issues raised by participants was with regards to the removal of Beckwith Bridge and local laws related to dog access in the area.

Sentiment

To review the policy implemented by Frankston City Council and the implementation of projects related to the Creek and its surrounding area.

Opportunities

- To better enforce the dog on leash law and implement more signage to further protect the Creek's natural flora and fauna.
- To provide better clarity to the community on the Beckwith Bridge outcome.
- To provide continued maintenance for the existing structures present on the site.
- To involve local custodians in the decision-making process relating to anything involving the Creek.



Conversation Co.

Challenges

- Some feel that the original plans designed by a local landscape architect were perfect for the area, and as such, no changes are needed.
- The financial implications of undertaking a large project such as the rebuilding Beckwith Bridge.

Ideas for consideration as discussed with the community:

- 'Follow Council Plans' and existing policy.
- Continue to use the site in the same capacity.
- The Beckwith Bridge is a 'central part of the vision' and needs to be replaced.
- Ask local custodians and traditional owners their opinion on certain proposed changes to the Creek.
- Consider a law on bike usage on the site to protect flora and fauna.
- Reconstruction of 'Right of Way'.

Destination Feel

This section includes feedback regarding the naming, signage implementation and local use of the site.

It was evident that participants felt the Creek had more to offer in terms of being a 'destination' for tourists visiting the Frankston City Council, with other wetlands such as Seaford Wetland Reserve used as an example for what the Creek could be. There were a small minority of participants who were vehemently opposed to the idea of tourism or attracting further

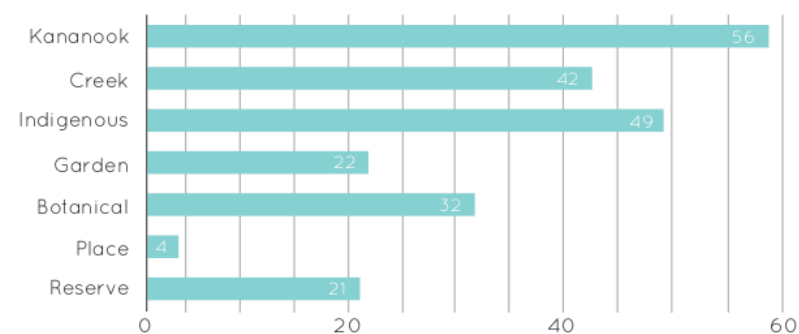
visitors to the site, and they made it obvious that they felt features such as an art trail would overpopulate the Creek.

Sentiment

To create a 'destination feel' around the Creek by focusing on aspects such as attractive signage, naming, and site usage.

Naming of the site

Two questions were asked directly related to the destination feel of the site, which included ideas for the naming of the site and the preferred style of signage for the site. Participants were able to select from a list of options as well as provide their own terms or name for consideration. Kananook, Creek and Indigenous were all popular options for the choice of words in the name of the site. A name such as 'Kananook Indigenous Creek' may be best received by the community. Diagram 4 shows the preferred naming for the site.



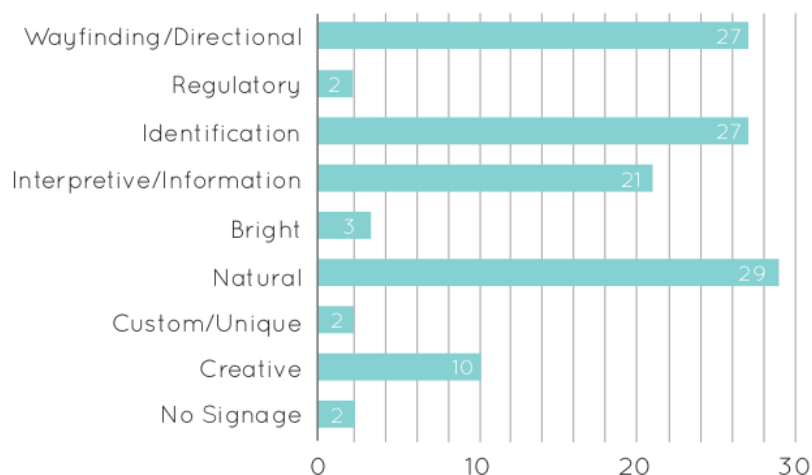
Key Findings

Conversation Co.

Signage onsite

Participants were also asked to select the type of signage style they preferred throughout the site. From the feedback it is clear that participants prefer natural signage that has a purpose, that is it is either directional or provides information. Diagram 5 presents this feedback.

Diagram 5 - Preferred type and function of signage



Opportunities

- To implement attractive and practical signage that will complement the site and its visitors.
- To consider the opportunity for tourism and promotion of the Creek.
- To select a good name for the site that community members are happy with.

- To negotiate between those who do not want to attract more visitors to the Creek and those who believe the Creek should be shared between everyone.
- To attempt to create a 'destination feel' and improve the attraction of the Creek.

Challenges

- Increasing the traffic through the area may have negative repercussions for the natural element of the site.
- A proportion of people will be unhappy with the name chosen for the site, regardless of what it is.
- The financial implications of creating signage and erecting it around the Creek.

Ideas for consideration as discussed with the community:

- Naming suggestions: name after Allan and Yvonne Sisson, Kananook Creek Indigenous Botanical Gardens, Derrimut Indigenous Botanical Gardens, Kananook Creek Gardens, use of the word 'Seaford', Aboriginal adaptations of the words given as options.
- Inclusion of interpretive signage.
- Improve the cultural component and feel of the site.
- 'This area needs more places that feel like a destination', needs to feel like a destination 'in itself'.
- Attempt to segregate the Peninsula Link and the Creek's aesthetics to help the site feel like its own place.
- Consider the level of amenity on the site and its connection to the surrounding streets in the area.

Key Findings

Conversation Co.

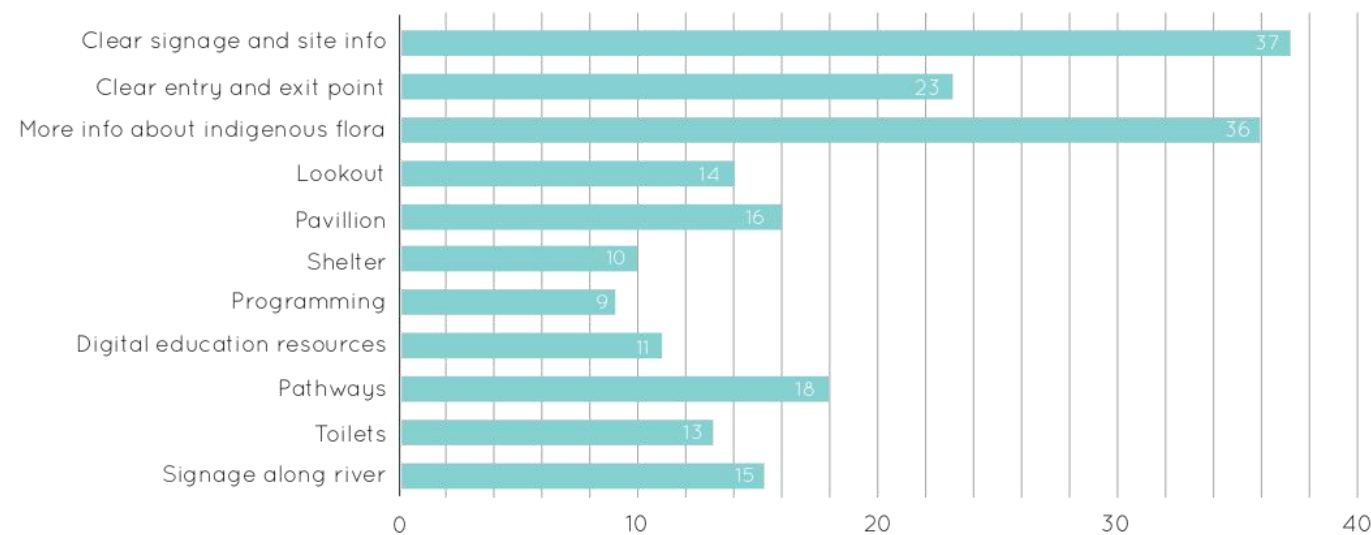
Additional Survey Results

Participants were also asked which additional features would assist their desired future usage of the site, and were given a list that they could choose multiple options from.

Clear signage/site information and more information about indigenous flora were the top results. This data is illustrated below in Diagram 6.

Diagram 6 - Additional features for the site

What additional features would support future use of this site? (56 Participants)



Ideas mapped through Social Pinpoint

Conversation Co.

An online engagement platform, Social Pinpoint was used for this project. One of the tools was a mapping tool, where participants could drop a pin and provide specific advice related to the area of interest.

Of the 'pins dropped', seven were location specific:

1. Put in barriers to prevent cyclists using the creek path.
Remove this section of bitumen path and return it to a natural material.
2. Increase native planting in this area to provide visual and sound screening from the railway line.
3. Reinstate the footbridge and perhaps incorporate a short boardwalk or platform to give better access/visibility to the creek.
4. Realign the access track on the other side of Nepean Hwy if necessary so they are opposite each other.
5. Move the beach access track so it is directly opposite Brodie Street and connects all the way through from the bridge over the creek.
6. Add a path to provide foot access to RF Miles reserve from the creek path.
7. Move the entrance to the trail east to better link it with the path on the the southern side of Seaford Road.

Diagram 7 shows this placement.

Diagram 7 Placement of Pins



Next Steps

Conversation Co.

This consultation process has energized already high levels of community and stakeholder interest, we recommend at a minimum this document is shared with key stakeholders.

Closing the Loop

Keeping participants informed in engagement and the project is called 'closing the loop', the information loop is currently open. Consider what information could be provided regarding the project, for example, the number of people engaged in the project and the strongest supported options. Explain what the process is for this project going forward; for example, the Frankston City Council now needs to carry out an internal process to better understand the work required.

Share the findings through an infographic

Create an eye catching infographic that summarises the key findings and those that participated. This will help to build trust and comfort in the process, showing the Council's understanding of the issues and diversity of opinions.

Promote next steps

Promote the Ordinary Council Meeting where this project will be discussed, share the recordings directly and indirectly through the Social Pinpoint page. Allowing participants to see the process from here on in.

Thank Participants

Issue a statement and update the Social Pinpoint page thanking participants for participating in the project and for sharing their ideas and inspirations for Kananook Creek Reserve in Seaford. Thank the participants, organisations and community groups that participated in the project; perhaps sending them an email thanking them for their time and engagement in the project.

Appendices

Conversation Co.

Appendix 1 Survey

Tell us about yourself

1. What is your current connection to Kananook Creek Gardens?

- ☐ I am a member/volunteer of the Kananook Creek Association
- ☐ I am a local resident that visits the area
- ☐ I am a local resident that has not visited the area
- ☐ My property shares a border with Kananook Creek
- ☐ I am a member of the Bunurong Land Council Aboriginal Corporation
- ☐ I am a visitor, but live outside of Frankston City
- ☐ Something else (please specify)

2. How old are you?

- ☐ Under 17
- ☐ 18 - 24
- ☐ 25 - 34
- ☐ 35 - 49
- ☐ 50 - 64
- ☐ 65 - 79
- ☐ 80 and over

Tell us about your current use

3. Who do you normally visit this site with?

- ☐ By myself
- ☐ With my family (with children <12)
- ☐ With extended family (relatives)
- ☐ With a partner or friend
- ☐ In a group (volunteer, or tour)
- ☐ Someone else (please specify)

4. What activities do you currently enjoy on this site?

- ☐ Attend the markets in the reserve
- ☐ Walk along the creek
- ☐ Cycle along the creek
- ☐ Watch birdlife
- ☐ Volunteer (remove weeds, planting etc)
- ☐ Picnics with family
- ☐ Canoeing
- ☐ Walking my dog
- ☐ I don't currently use this site
- ☐ Something else (please specify)

Appendices

Conversation Co.

Tell us about your future use

5. In the future, what ways would you like to be able to enjoy or use the site?

6. What additional features would support this future use? (select all that apply)

- ☐ Clear signage and site information
- ☐ Clear entry and exit point
- ☐ More information about indigenous flora
- ☐ Lookout
- ☐ Pavilion (community education space)
- ☐ Shelter
- ☐ Programming (events and activation)
- ☐ Digital education resources
- ☐ Pathways
- ☐ Toilets
- ☐ Signage along the river
- ☐ Something else (please specify)

7. What type or style of signage would be suited to the site? (select all that apply)

- ☐ Wayfinding / Directional
- ☐ Regulatory
- ☐ Identification
- ☐ Interpretive/ Information
- ☐ Bright
- ☐ Natural
- ☐ Custom / Unique
- ☐ Creative
- ☐ Something else (please specify)

8. How important is access to you throughout the site?

- ☐ Some level of access (e.g an internal loop is ok - limited impact on vegetation)
- ☐ Full access throughout (e.g multiple trails - impacts on indigenous vegetation)

Appendices

Conversation Co.

9. This is an opportunity to consider the name of this site. What words would you like included in the 'place name'?

- ☐ Kananook
- ☐ Creek
- ☐ Indigenous
- ☐ Garden
- ☐ Botanical
- ☐ Place
- ☐ Reserve
- ☐ Something else (please specify)

10. Do you have any other feedback for the project team?

Thank you for your time completing our survey.

For ongoing information regarding the Kananook Creek Gardens project, please visit the 'Have Your Say' page at www.frankston.vic.gov.au/KananookCreekVisionPlan

If you have any queries you can contact us at:
capworks@frankston.vic.gov.au



Conversation Co.

T 03 8797 5362

E hello@conversationcaravan.com.au

W conversationcaravan.com.au

Conversation Co acknowledges Traditional owners of Country throughout Australia and recognises the continuing connection to lands, waters and communities. We pay our respect to Aboriginal and Torres Strait Islander cultures; and to Elders both past and present.

Executive Summary**12.13 Response to Petition - Crossover at Ozone Ave, Seaford**

Enquiries: (Doug Dickins: Infrastructure and Operations)

Council Plan

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

Purpose

To respond to the petition regarding a vehicle crossover application at Ozone Ave, Seaford.

Recommendation (Director Infrastructure and Operations)

That Council:

1. Notes a petition was tabled requesting Council deny an application for an additional vehicle crossing in Ozone Avenue Seaford from 231 Nepean Highway, Seaford, containing 17 signatures, at its Meeting on 28 June 2021;
2. Supports the decision by Council officers under delegation on 22 June 2021 to issue a permit for an additional vehicle crossing into Ozone Avenue, Seaford from 231 Nepean Highway, Seaford, subject to conditions; and
3. Authorises officers to notify the head petitioner of Council's decision accordingly.

Key Points / Issues

- At the meeting on 28 June 2021, Council received a petition from Zorica Kacavenda containing 17 signatures. This petition requested;
"We the undersigned hereby petition Frankston City Council to deny the application for a crossover from the side boundary of 231 Nepean Highway Seaford Victoria 3198 to Ozone Avenue Seaford Victoria 3198."
- An application for a Vehicle Crossing permit was received by Council on 14 April 2021 for an additional crossing from the property at 231 Nepean Highway, Seaford to Ozone Avenue. There is an existing vehicle crossing from this property to Nepean Highway.
- The power to grant a vehicle crossing permit comes from the road provisions in the Local Government Act 1989 and through Council's Community Local Law 2020. Decisions relating to vehicle crossings are ordinarily made at Council's including Frankston under delegation to officers.
- The requirements contained in Council's Community Local Law 2020 include that a person must not without a permit construct a vehicle crossing, and that every vehicle crossing must be constructed and sited to the satisfaction of Council.
- Due to a narrow strip of land designated as a reserve at each end of Ozone Avenue, properties 231 and 239 Nepean Highway originally did not directly abut Ozone Avenue. The applicant claimed that these strips of land were included when Ozone Avenue was declared as a Public Highway by Council in 1980.
- Evidence was found in the Victoria Government Gazette, dated 22 October 1980, which contained, at the request of the Council at the time, a proclamation of Public

12.13 Response to Petition - Crossover at Ozone Ave, Seaford**Executive Summary**

Highway with respect to Ozone Avenue and these small pieces of reserve (refer attachment A).

- By virtue of the land being a public highway, the properties at 231 and 239 Nepean Highway, Seaford currently have continuing and enforceable right of abuttal to Ozone Avenue, Seaford, and the owners and occupiers of the two properties are entitled to access the road by and from the two properties with or without vehicles.
- There is also no known limitation to construct a vehicle crossing for 231 Nepean Highway to Ozone Avenue, subject to Council conditions.
- Given that the property has access to Ozone Avenue and there is no proper basis to refuse a permit subject to conditions, a permit was granted to the applicant for construction of a vehicle crossing in Ozone Avenue on 22 June 2021.
- There are currently concerns in Ozone Avenue relating to vehicle parking and traffic behaviour. These concerns relate to behaviour of motorists and not specifically related to the presence of a vehicle crossing.

Financial Impact

There are no financial implications associated with this report.

Consultation**1. External Stakeholders**

Following consideration of the application by Council officers, the applicant was informed that Council will allow construction of a crossover into Ozone Avenue from 231 Nepean Highway subject to the crossing being constructed to Council standard. The standard required will be commensurate with the current construction standard of Ozone Avenue. A permit for the vehicle crossing was issued on 22 June 2021.

Abutting property owners were also advised by officers that Council will allow construction of the crossover.

2. Other Stakeholders

Engineering Services department together with Procurement, Property and Risk department and Governance and Information department have been consulted as internal stakeholders.

Analysis (Environmental / Economic / Social Implications)

The petition notes that Frankston City Council Vehicular Crossing Notes & Specifications indicate that for approval to construct an additional crossing to service a property there is a criteria of a minimum property frontage not less than 20 metres. The property at 231 Nepean Highway has a total frontage of approximately 30 metres split between Nepean Highway and Ozone Avenue. There are other locations within Frankston, including in Ozone Avenue, where a similar situation occurs. As the frontage of the property exceeds 20 metres this criteria is met.

Council officers considered vehicle crossing specifications, proposed location for the crossing, existing crossings and conditions in Ozone Avenue, the standard of construction and legal matters in assessing the application.

12.13 Response to Petition - Crossover at Ozone Ave, Seaford**Executive Summary****Legal / Policy / Council Plan Impact**Charter of Human Rights and Responsibilities

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

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

Legal

The power to grant a vehicle crossing permit comes from the road provisions in the Local Government Act 1989. Officer's consideration of this matter included, amongst other matters, legal aspects relating to access.

Policy Impacts

The requirements relating to Vehicle Crossing permits are contained in Council's Community Local Law 2020, including the requirements that a person must not without a permit construct a vehicle crossing, and that every vehicle crossing must be constructed and sited to the satisfaction of Council.

Officer's Declaration of Interests

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

Risk Mitigation

Thorough investigation of the proposed location for the crossing was conducted prior to issuing a permit for a vehicle crossing.

Conclusion

After giving consideration to the application, and acknowledging concerns from other property owners, this matter was thoroughly investigated. This included consideration of a range of matters, prior to making a decision to grant a permit. Ozone Avenue and small reserve sections were declared a Public Highway in 1980 and so the property at 231 Nepean Highway has a right of abuttal and can access Ozone Avenue.

A permit was granted under delegation by Council officers on 22 June 2021 for the proposed crossing subject to location and construction conditions taking into account the current conditions and the existing total frontage of the property at 231 Nepean Highway. The proposed location will share an access with an existing vehicle crossing.

ATTACHMENTS

Attachment A: [↓](#) Extract from Victoria Government Gazette -22 October 1980

[3557]

PUBLISHED BY AUTHORITY



Victoria Government Gazette

No. 90—Wednesday, 22 October 1980

PROCLAMATIONS

Vermin and Noxious Weeds Act 1958 CERTAIN PLANTS DECLARED TO BE NOXIOUS WEEDS WITHIN THE STATE OF VICTORIA

PROCLAMATION

By His Excellency the Governor of the State of Victoria
and its Dependencies in the Commonwealth of Australia,
&c., &c., &c.

I, the Governor of the State of Victoria, in the Commonwealth of Australia, by and with the advice of the Executive Council of the said State, pursuant to the provisions of section 3 (2) of the *Vermin and Noxious Weeds Act 1958*, do by this Proclamation declare the plants hereinafter described to be noxious weeds for the purposes of the said Act for the whole of the State of Victoria:

Botanical or Scientific Name	Common Name
<i>Alternanthera philoxeroides</i> (Mart.) Griseb.	Alligator weed
<i>Cannabis sativa</i> L.s.lat.	Marijuana
<i>Lagarosiphon major</i> (Ridley) Moss	Lagarosiphon
<i>Parthenium hysterophorus</i> L.	Parthenium weed
<i>Prosopis</i> spp.	Mesquite
<i>Salvinia molesta</i> D.S. Mitchell	Salvinia
<i>Senecio pterophorus</i> DC.	African daisy

Given under my Hand and the Seal of the State of Victoria aforesaid, at Melbourne, this fourteenth day of October in the year of our Lord One thousand nine hundred and eighty, and in the twenty-ninth year of the reign of Her Majesty Elizabeth the Second, Queen of Australia.

(L.S.) HENRY WINNEKE

By His Excellency's Command
W. V. HOUGHTON
Minister of Lands

GOD SAVE THE QUEEN!

PUBLIC HIGHWAY—CITY OF FRANKSTON

PROCLAMATION

By His Excellency the Governor of the State of Victoria
and its Dependencies in the Commonwealth of Australia,
&c., &c., &c.

Whereas by the *Local Government Act 1958*, section 519 it is amongst other things enacted that it shall be lawful for the Governor in Council at any time and from time to time upon the request of the council of any municipality by notice in the *Government Gazette* to proclaim any land reserved used or by purchase or exchange acquired for a street, road, highway, thoroughfare, bridge, square, court, alley, or right-of-way or any street, road, lane or passage

made or laid out or proposed to be made or laid out on any land of which a plan of subdivision delineating that street, road, lane or passage has been sealed with the seal of the municipality under subdivision (3) of Division 9 of Part XIX. of the *Local Government Act 1958* or a corresponding previous enactment to be a public highway and that land shall thereupon and thenceforth from the date of such proclamation become and be absolutely dedicated to the public as a public highway within the meaning of any law then or thereafter in force.

And whereas the Council of the City of Frankston has requested that the land hereinafter mentioned being a road laid out on land of which a plan of subdivision delineating the street, road, lane or passage has been sealed with the seal of the municipality under subdivision (3) of Division 9 of Part XIX. of the *Local Government Act 1958*, or corresponding previous enactment be so declared to be a public highway.

Now therefore, I, the Governor of the State of Victoria, in the Commonwealth of Australia by and with the advice of the Executive Council of the said State, do by this proclamation declare that **Ozone Avenue coloured brown and the reserves coloured red on Plan of Subdivision No. 6269 shall be a public highway within the meaning of the said Act.**

Given under my Hand and the Seal of the State of Victoria aforesaid at Melbourne this fourteenth day of October in the year of our Lord One thousand nine hundred and eighty and in the twenty-ninth year of the reign of Her Majesty Queen Elizabeth II.

(L.S.) HENRY WINNEKE

By His Excellency's Command
D. G. CROZIER
Minister for Local Government

GOD SAVE THE QUEEN!

HEALTH ACT 1958, SECTION 102

PROCLAMATION

By His Excellency the Governor of the State of Victoria
and its Dependencies in the Commonwealth of Australia,
&c., &c., &c.

In pursuance of the powers conferred by the *Health Act 1958*, I, the Governor of the State of Victoria, in the Commonwealth of Australia, by and with the advice of the Executive Council of the said State, do by this my Proclamation vary the Proclamation dated 29 June 1954, and define the following locality in the municipal district of the City of Footscray, as being an area in which it shall not be lawful to establish or after a period of disuse to carry on any offensive trade within the meaning of the *Health Act 1958*.

The locality defined for the purposes of this Proclamation is:

The whole of the municipal district of the City of Footscray with the exception of that area of land described as Lot 1 2c Ryan Street, Township of Footscray, Lodged Plan 99455 Vol. 9032 Folio 441 Hypotenuse 92.35 m, Base 77.57 m, Height 49.88 m.

Plan of Subdivision of Crown Allot 17 Sec A

PARISH OF FRANKSTON

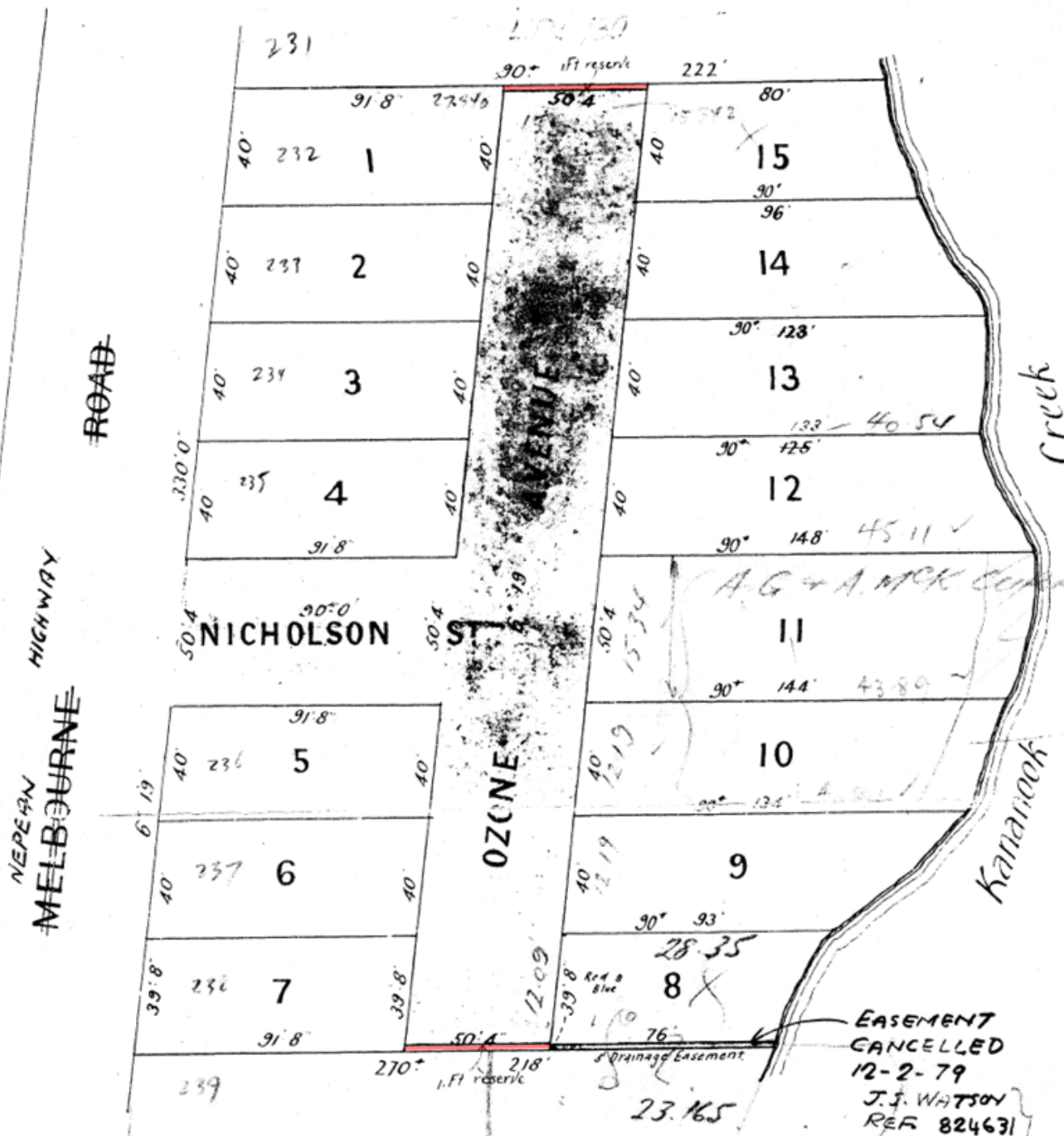
COUNTY OF MORNINGTON

Scale = 40 feet to 1 inch

V.680 F.-875



6269



The Council of the Shire of Frankston and Hastings
hereby consent to this plan of Subdivision and

attach the Seal in the presence of

President *[Signature]*

Councillor *[Signature]*

Secretary *[Signature]*

Dated the 1st day of May 1913

6269

[Signature]

LAND SURVEYORS
And I, the undersigned, being a duly qualified and licensed Surveyor, do hereby certify that the above plan of Subdivision is a true and correct copy of the original plan of Subdivision as deposited in my office for the purpose of being made a plan of Subdivision, and that the same has been made in accordance with the provisions of the Land Act, 1902, and the regulations made thereunder.

In the presence of *[Signature]*
At the City of Melbourne, this 1st day of May 1913

Executive Summary**12.14 Response to Petition - Cloth Nappy and Reusable Sanitary Product Rebate**

Enquiries: (Bruce Howden: Chief Financial Office)

Council Plan

Community Outcome:	4. A Well Managed City
Strategy:	4.1 Services
Priority Action	4.1.4 Optimise the community's ability to access services and information

Purpose

To provide a response to the petition tabled at Council's Ordinary Meeting on 28 June 2021 regarding the introduction of a rebate for cloth nappy and reusable sanitary products.

Recommendation (Chief Financial Officer)

That Council:

1. Notes a petition was tabled in relation to the introduction of a rebate for cloth nappies and reusable sanitary products, containing 14 signatures, at its Meeting on 28 June 2021;
2. Notes officers will undertake further analysis via the development of Council's Waste Circularity Master Plan including potential rebates and other initiatives that aim to increase the uptake of cloth nappies and reusable sanitary products to reduce solid waste being sent to landfill;
3. Resolves to defer a decision on the introduction of a rebate to enable a holistic review as part of the draft Waste Circularity Master Plan that will be presented to Council no later than January 2022 followed by community consultation; and
4. Notes a final report on the Waste Circularity Master Plan will be presented to Council including public feedback no later than May 2022 to ensure impact on the 2022-23 Annual Budget are considered.

Key Points / Issues

- At its meeting on 28 June 2021, Council accepted a petition containing 14 signatures from residents of the municipal area of Frankston. The petition read:
We the undersigned hereby petition Frankston City Council to offer a rebate of 50% off purchase price of reusable cloth nappies and sanitary items to a maximum of \$150,
- The widespread use of disposable nappies and sanitary products in Australia has a range of negative impacts on the environment as it creates large amounts of waste and associated greenhouse gas emissions that contribute to climate change. It also wastes finite natural resources.
- In response to a Councillor request received in 2019/20, Council officers have investigated ways to increase the uptake of cloth nappies in the Frankston municipality. Council officers subsequently researched ways to encourage and support residents with babies to switch to using reusable nappies to lessen these impacts, including the introduction of a rebate.

12.14 Response to Petition - Cloth Nappy and Reusable Sanitary Product Rebate**Executive Summary**

- The options available to Council was presented in a Briefing on 17 August 2020, however no further action was taken. It should be noted that this presentation considered a cloth nappy rebate, however no consideration was given to sanitary products.
- CSIRO research shows that Australians throw away over one billion disposable nappies each year, with each of these taking up to 300 years to decompose in landfill (this estimated figure varies from 150 to 500 years). The implications of their slow decomposition and release of methane gases are yet to be fully understood. It is estimated that a baby will use around 6,000 nappies from birth to being toilet trained. For each baby where disposables nappies are used, it results in approximately 2 tonnes of solid waste being sent to landfill.
- Alternatives to using disposable nappies include re-usable cloth nappies, using a nappy wash service and 'biodegradable' disposable nappies. Cloth nappies are readily available online and in local stores. Nappy wash services are prohibitively expensive and for most parents only a short term option. Biodegradable disposable nappies are not recommended because they only biodegrade in certain commercial composting facilities which don't currently exist in the Melbourne area.
- Both disposable and cloth nappies have an impact on the environment, but disposables are of particular concern due to the waste, landfill costs, greenhouse gas emissions, transport, packaging and resources used in their production. While cloth nappies also require resources for their production, environmental impacts are likely to be much less because they are reused for years. These impacts include the use of water, energy and detergents to wash and dry them. However, overall they tend to be the more environmentally friendly option if they are line dried and washed in full loads.
- Officers have previously researched work undertaken by other councils supporting the uptake of reusable nappies. The cities of Brisbane (Qld), Wollongong (NSW), Campbelltown (SA), Casey and Yarra have used different approaches i.e. rebates (Casey and Brisbane), nappy libraries (Yarra and Campbelltown) and education programs (Wollongong).
- The pros and cons of these options are summarised in the following table:

Options	Advantages	Disadvantages
Rebate	Gives parents a financial incentive to try cloth nappies; relatively simple to run; demonstrates Council's commitment to waste reduction; potentially very popular with the community (as in Casey)	May be over-subscribed if it proves too popular (as in Casey 2019); it would need to be made clear that the rebate is available only until the budget is fully expended
Nappy library	Enables parents to try before buying	A complex program with nappies borrowed for a limited time, laundered professionally and re-loaned to other parents; can be labour intensive, requires a local cloth nappy business to support and help run it

12.14 Response to Petition - Cloth Nappy and Reusable Sanitary Product Rebate**Executive Summary**

Options	Advantages	Disadvantages
Education program	Effective way to introduce parents to the benefits of Cloth Nappies, provide tips and dispel myths, encourage / support them to try them out	No financial assistance for parents to help meet upfront costs; can require a considerable amount of Council officer time and be limited in its reach

- Frankston currently does not offer a rebate for cloth nappies or reusable sanitary products, however the uptake of these products is encouraged through education programs and publications to increase their uptake in the Frankston municipality.
- It is recommended that Council defers a decision on the introduction of a rebate to enable further investigation into initiatives aimed to increase the uptake of cloth nappies and reusable sanitary products, which may include introduction of a rebate. Officers will undertake this analysis via the development of Council's Waste Circularity Master Plan.

Financial Impact

There are no financial implications associated with this report.

Consultation**1. External Stakeholders**

Officers have researched work undertaken by other councils supporting the uptake of reusable nappies. The cities of Brisbane (Qld), Wollongong (NSW), Campbelltown (SA), Casey and Yarra have used different approaches i.e. rebates (Casey and Brisbane), nappy libraries (Yarra and Campbelltown) and education programs (Wollongong).

2. Other Stakeholders

Internal consultation has occurred between Council's Waste & Recycling and Sustainable Assets departments.

Officers presented options to encourage and increase the uptake of cloth nappies to Council on 17 August 2020.

Analysis (Environmental / Economic / Social Implications)

Economically, a rebate may support families with young children to spend less of their household budget on nappies and help those who may not otherwise be able to afford cloth nappies to give them a try. It will also support local businesses that make and sell cloth nappies and perhaps attract more of these businesses.

Socially, the rebate could contribute to 'normalising' the use of cloth nappies as an alternative option to disposables. Through connections with Maternal and Child Health Centres, Children's Services and other family services, parents will be able to receive tips and support from other parents using Cloth Nappies as well through organised education / information sessions. This knowledge can spread through social diffusion by the parents themselves. This has been a key feature of Casey's success in recent years.

12.14 Response to Petition - Cloth Nappy and Reusable Sanitary Product Rebate**Executive Summary****Legal / Policy / Council Plan Impact**Charter of Human Rights and Responsibilities

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

Legal

There are no legal implications associated with this report.

Policy Impacts

Council is currently developing a Waste Circularity Plan, which will include the kerbside bin collection reforms and resource recovery initiatives to maximise the diversion of waste from landfill. As a component of this Plan, officers will investigate various initiatives to increase the uptake of cloth nappies and reusable sanitary products in the Frankston municipality.

Officer's Declaration of Interests

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

Risk Mitigation

Officers will ensure that as part of the development of the Waste Circularity Master Plan, all risks are identified and that any recommendations for the continuation or otherwise will address these risks.

Conclusion

Development of a Waste Circularity Master Plan, which will include broad community consultation, is currently underway and will be presented back to Council no later than May 2022.

As a component of the Plan, officers will further investigate initiatives that aim to increase the uptake of cloth nappies and reusable sanitary products to increase diversion to landfill, reduce waste and associated greenhouse gas emissions.

It is recommended that Council defers a decision on the introduction of a rebate until all options have been explored via the development of the Waste Circularity Master Plan.

ATTACHMENTS

Nil

Executive Summary**12.15 Proposed Lease of Council Land - 151R East Road Seaford and 83R-85R Hillcrest Road Frankston - Electrical Sub-station (existing and proposed)**

Enquiries: (Danielle Watts: Chief Financial Office)

Council Plan

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

Purpose

To seek approval to commence the community engagement process for the leasing of Council land, for the purposes of electrical sub-stations.

Recommendation (Chief Financial Officer)

That Council:

1. Acting in its capacity as registered proprietor, agrees in principle to the leasing of Council land for a term of 10 years, with one further term of 10 years, for the sum of 10 cents per annum if demanded, for the purposes of the construction and use of an electrical sub-station, subject to the satisfactory completion of community engagement processes pursuant to s.115 of the Local Government Act 2020, at the following sites:
 - (a) 151R East Road Seaford, being part of Lot 1 Title Plan Number 845727 and known locally as the Belvedere Park Reserve; and
 - (b) 83R-85R Hillcrest Road Frankston, being part of Lot 1 Title Plan Number 107277 and known locally as the Jubilee Park Reserve.
2. Authorises the Chief Executive Officer to notify United Energy Distribution Pty Limited of Council's decision; and
3. Authorises the Chief Executive Officer to commence the community engagement process for the leasing of Council land, including public notification, pursuant to s.115 (4) of the Local Government Act 2020.

Key Points / Issues

- In the 1980's and 1990's, Council entered into a number of lease agreements with the State Electricity Commission of Victoria (SECV). The lease agreements provided for the construction and ongoing use of Council's land for electrical sub-stations.
- The electricity industry was privatised in 1993. The property and liability rights of the SECV for the distribution and retailing of electricity then passed to Electricity Services Victoria. These rights were subsequently allocated to a number of different entities, depending on their geographical location. For the Frankston area, rights were passed to United Energy Distribution Pty Limited (UE).
- A recent capital works project to improve sports lighting at the Belvedere Park Reserve (Belvedere), has led to a need to enter into a lease agreement with UE, in respect of a newly constructed electrical sub-station.

12.15 Proposed Lease of Council Land - 151R East Road Seaford and 83R-85R Hillcrest Road Frankston - Electrical Sub-station (existing and proposed)**Executive Summary**

- The proposed redevelopment of the netball stadium at Jubilee Park Reserve (Jubilee) will also require the construction of a new electrical sub-station, as the existing sub-station is not sufficient to cater for the loads of the new building.
- Council has the power pursuant to s.115 (1) of the *Local Government Act 2020* (LGA 2020), to lease land to any person for a term not exceeding 50 years.
- A copy of the proposed Lease plan for Belvedere is contained in Attachment A.
- A copy of the proposed Lease plan for Jubilee is contained in Attachment B.

Financial Impact

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

The rental under the proposed lease agreement is 10 cents per annum.

As a general rule, lease agreements with service authorities such as electricity providers do not generate revenue; nor are they intended to. They are required to facilitate use of the relevant land in a particular manner that, without the sub-station, could not occur.

In these cases the electrical sub-stations are required to facilitate the safe use of recreational facilities, one at Belvedere for existing sports lighting, and one at Jubilee to facilitate the use of the new indoor stadium.

Consultation**1. External Stakeholders**

Officers have been in ongoing discussions with United Energy Pty Ltd.

Community engagement through the issuing of a public notice of the proposed lease will provide an opportunity for comment, consistent with s.115 (4) of the *LGA 2020*.

Council's Community Engagement Policy 2021, adopted on 1 March this year, states that limited consultation will occur in respect of the leasing of Council land.

2. Other Stakeholders

Capital Works Delivery (Civil Infrastructure)

Analysis (Environmental / Economic / Social Implications)

It is considered there are no adverse implications of commencing the community engagement process for the leasing of Council land.

151R East Road Seaford (Belvedere Park Reserve)

A recent sports upgrade was undertaken to improve the AFL lighting at the three (3) ovals located at Belvedere Park Reserve.

Initially it was considered that the associated electrical loads could be managed via a transformer mounted to an existing light pole. The lighting upgrade was completed with one oval upgraded to open competition level at 300lux, and the others upgraded to local competition level at 150lux (lux is a unit of measurement describing how much light falls on a certain area).

12.15 Proposed Lease of Council Land - 151R East Road Seaford and 83R-85R Hillcrest Road Frankston - Electrical Sub-station (existing and proposed)**Executive Summary**

Once the upgrade was completed, there were numerous issues experienced with interruptions to the power supply. The interruptions were caused by automatic safety measures (circuit breakers) operating to prevent damage to the electrical circuit by interrupting the power supply. Further investigation determined that in fact a land based sub-station was required to ensure appropriate management of the required lighting and associated club building electrical loads.

83R-85R Hillcrest Road Frankston (Jubilee Park Reserve)

The Jubilee Park Indoor Stadium Redevelopment project once constructed, will provide six (6) multi-purpose indoor courts including a 1000 seat show court, training facilities, change rooms, a café, community meeting rooms and functions rooms.

An electrical sub-station is needed to manage the electrical loads the stadium will require to operate in a safe and efficient manner, as the existing infrastructure (pole mounted transformer) is not adequate to cater for the necessary increase in supply.

UE's standard practise is to require lease agreements to manage sub-station infrastructure.

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

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

Legal

Pursuant to s.115 of the *LGA 2020*, Council's power to lease land to any person is limited to a term not exceeding 50 years. Pursuant to s.115(3)(b) of the *LGA 2020*, if Council intends to enter into a lease exceeding ten (10) years (which includes any option terms), that has not been included as a proposal in the budget, Council must undertake community engagement in accordance with its Community Engagement Policy unless the lease satisfies the exemptions under s.116 *LGA 2020*.

UE does not satisfy the exemption criteria, and therefore community engagement processes are required.

Assuming successful completion of the community engagement process, UE's standard lease agreement under the *Transfer of Land Act 1958* will be utilised.

Policy Impacts

The Property Strategy applies to this leasing proposal, with the following stated objectives for the leasing of Council land:

- *To ensure that all proposed leasing and licensing is for a demonstrated, approved current or future service delivery, in cases where the service is provided by or on behalf of Council.*
- *To ensure that the leasing or licensing of Council owned or managed land is the most appropriate option to deliver an indirect service or use.*
- *To ensure an appropriate Financial Value is returned to Council, in cases where the use is primarily for the commercial benefit of a private operator.*
- *To ensure that any leasing or licensing demonstrates a satisfactory Service and/or Financial Value where the primary use is not commercial.*

12.15 Proposed Lease of Council Land - 151R East Road Seaford and 83R-85R Hillcrest Road Frankston - Electrical Sub-station (existing and proposed)**Executive Summary**

For Belvedere, the provision of an electrical sub-station facilitates a utility service without which the safe use of the AFL sports lighting could not occur. This would otherwise mean that football games, training and completion would be restricted to daylight hours, providing only limited opportunities for community participation in the sport.

For Jubilee, the provision of an electrical sub-station again facilitates the safe management of the varying electrical loads required to run a regional multi-purpose stadium and associated commercial uses, which cannot be achieved through the existing pole mounted transformer.

The lease of the land provides no commercial gain to either party, merely ensuring that there is appropriate management of the risks and liabilities whilst the infrastructure is located on Council land.

Officer's Declaration of Interests

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

Risk Mitigation

It is considered there are minimal risks associated with the commencement of community engagement processes for the leasing of Council land. The final lease agreements will be subject to further negotiation and agreement between Council and UE.

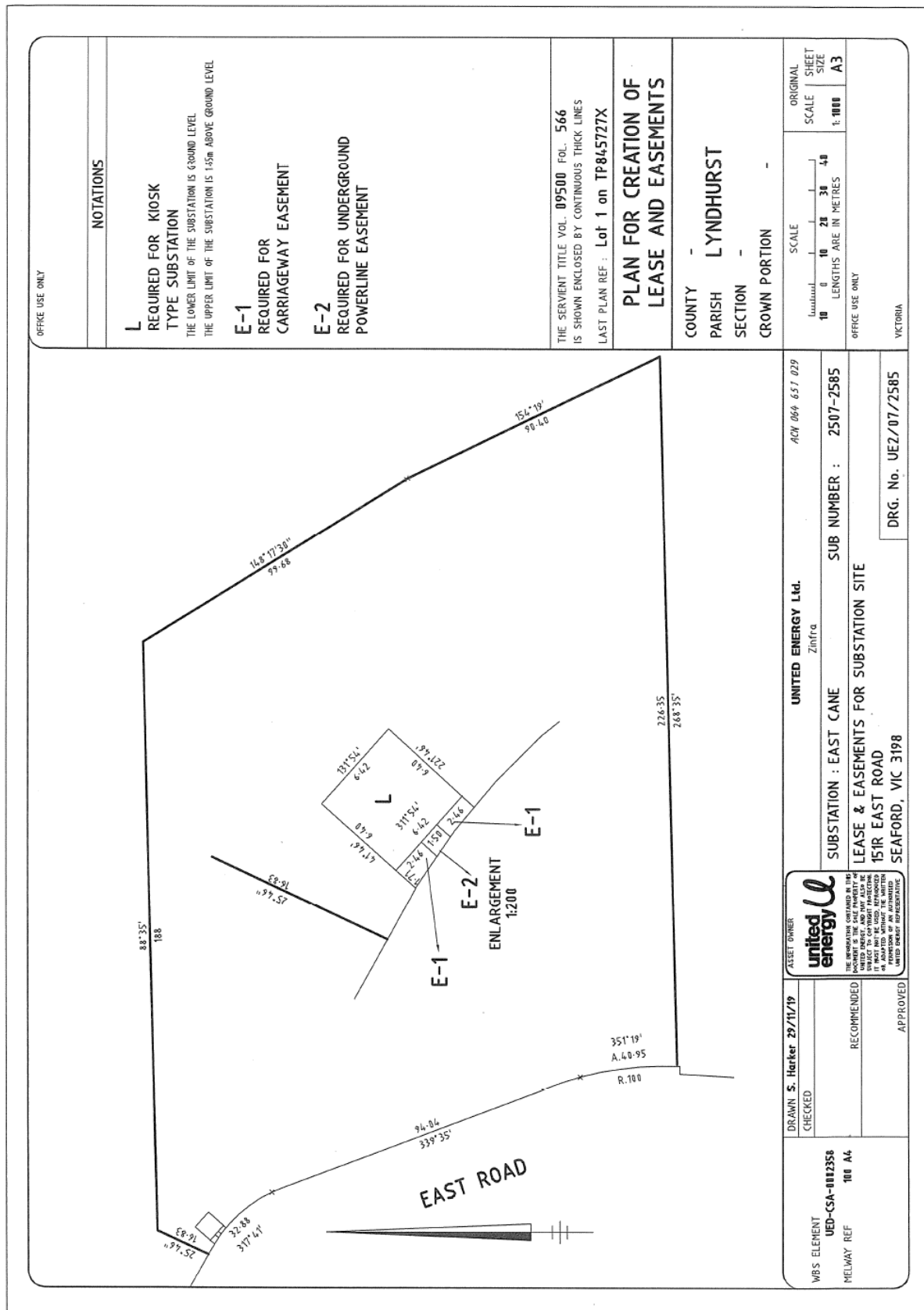
Conclusion

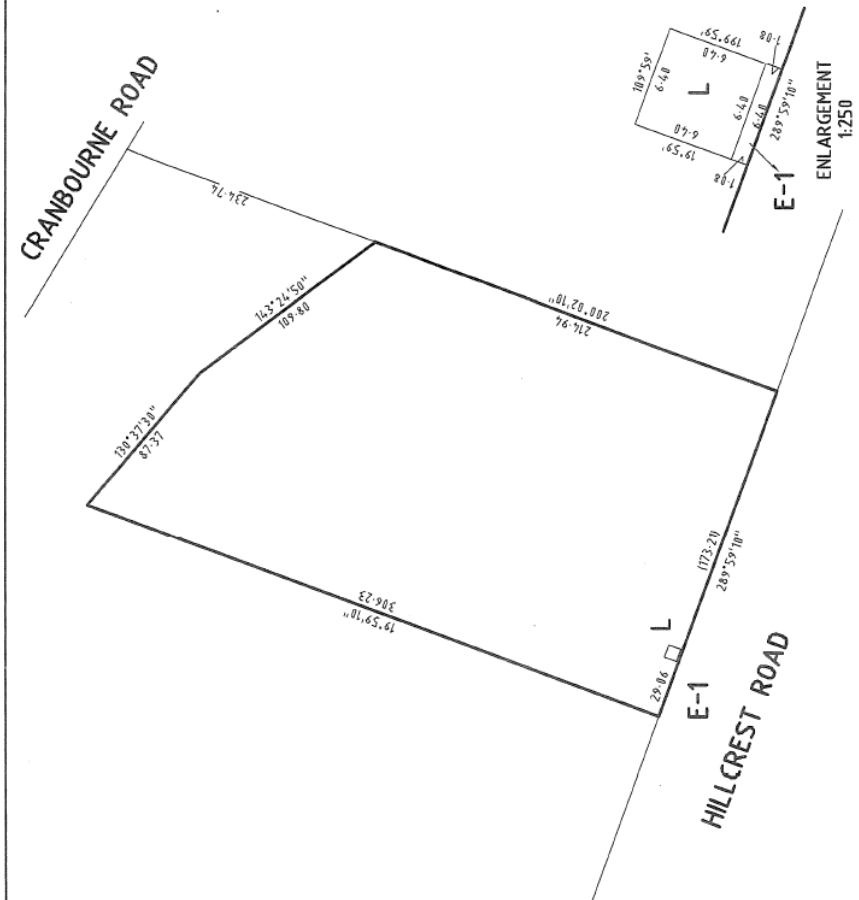
The commencement of the community engagement process for the leasing of Council land is recommended, to allow the tenure arrangements for the existing and proposed electrical sub-station with UE to be progressed.

ATTACHMENTS

Attachment A: [!\[\]\(41aea2746216b27a6939d696d8e035da_img.jpg\)](#) Copy Proposed Lease Plan - 151R East Road Seaford (Belvedere Park Reserve)

Attachment B: [!\[\]\(7bc43b319a082987e20f7bf78f4bab80_img.jpg\)](#) Copy Proposed Lease Plan - 83R-85R Hillcrest Road Frankston (Jubilee Park Reserve)



OFFICE USE ONLY	<p>NOTATIONS</p> <p>L REQUIRED FOR KIOSK TYPE SUBSTATION THE LOWER LIMIT OF THE SUBSTATION IS GROUND LEVEL THE UPPER LIMIT OF THE SUBSTATION IS 1.5m ABOVE GROUND LEVEL</p> <p>E-1 REQUIRED FOR CARRIAGEWAY EASEMENT & UNDERGROUND POWERLINE EASEMENT</p>	<p>THE SERVIENT TITLE VOL. 09681 FOL. 796 IS SHOWN ENCLOSED BY CONTINUOUS THICK LINES LAST PLAN REF : Lot 1 on TP107277 W</p>	<p>PLAN FOR CREATION OF LEASE AND EASEMENTS</p> <p>COUNTY - PARISH - FRANKSTON SECTION - CROWN ALLOTMENT 6F (P-PART)</p>	<p>SCALE 1:2000 LENGTHS ARE IN METRES</p> <p>ORIGINAL SHEET SIZE A3</p>
				
<p>UNITED ENERGY LTD. Zinfra</p> <p>ASSET OWNER</p>		<p>ACM 069 657 029</p>		
<p>WBS ELEMENT UED-CSA-002263</p> <p>RELWAY REF 112 JA</p>		<p>SUBSTATION : - SUB NUMBER : -</p>		
<p>DRAWN S. Harber 28/06/21 CHECKED</p>		<p>LEASE & EASEMENTS FOR SUBSTATION SITE JUBILEE PARK 83R-85R HILLCREST ROAD, FRANKSTON, VIC 3199</p>		
<p>RECOMMENDED</p>		<p>DRG. No. UEZ/3002263</p>		
<p>APPROVED</p>		<p>UNITED ENERGY</p>		

Executive Summary**12.16 Award of Contract CN10567 - CCTV Works & High Pressure Drain Cleaning**

Enquiries: (Brad Hurren: Infrastructure and Operations)

Council Plan

Community Outcome:	4. A Well Managed City
Strategy:	4.1 Services
Priority Action	4.1.1 Identify service assets and service levels required to meet future community needs

Purpose

To obtain Council approval to award Contract CN10567 to CSA Specialized Services Pty Ltd as trustee for CSA Specialized Services Unit Trust for the provision of CCTV Works and High Pressure Drain Cleaning.

Recommendation (Director Infrastructure and Operations)

That Council:

1. Awards contract CN10567 – CCTV Works and High Pressure Drain Cleaning to CSA Specialized Services Pty Ltd as trustee for CSA Specialized Services Unit Trust; A.C.N 126 327 697 for \$627,544.05 GST exclusive for an initial 2 year term with the provision for a further 2 X 12 month extensions, noting that this is a schedule of rates contract;
2. Authorises the Chief Executive Officer to sign the contract and contract extensions based on the contractors' successful performance;
3. Delegates approval of contract variations to the Chief Executive Officer; and
4. Resolves the attachments 1 and 2 to this report be retained confidential, pursuant to section 77 of the *Local Government Act 1989*, on the grounds that it contains Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released, pursuant to 3(1)(c) of the *Local Government Act 2020*.

Key Points / Issues

- As part of its proactive drainage programming, Council undertakes Closed Circuit Television (CCTV) surveys of nominated underground stormwater pipelines.
- The survey is to record all salient features of the stormwater network, where surveyed, and report evidence of the systems structural and service condition.
- Pipelines are cleared of any blockages using high pressure water equipment where it is considered that obtaining information on their condition will significantly add to the knowledge of the general condition of Councils storm water system.
- The results of these surveys forms the basis of a works program that systemically replaces any damaged or underperforming pipeline systems to maintain optimum performance during storm events.

Tender Process

The request for tender (RFT) was released to market on 7 May 2021 via Council's website and advertised in The Age newspaper on 8 May 2021.

12.16 Award of Contract CN10567 - CCTV Works & High Pressure Drain Cleaning**Executive Summary**

The tender closed at 3:00pm, 10 June 2021, AEST.

13 submissions were received. No late tenders were received.

Tender Evaluation

Evaluation Criteria	Weighting (%)
Financial Cost to Council	30%
Industry Experience	25%
Organisational Resources and Capability	20%
Occupational Health & Safety	10%
Environment & Sustainability	10%
Local Content	5%

Evaluation was guided by the approved Evaluation Plan, which is filed in Council's document management records system, reference A4433544.

The evaluation of submissions is documented in the Evaluation Report, which is provided as Attachment A.

Negotiations

All tender negotiations are complete.

Post award of the contract

If award is approved by Council at this Ordinary Meeting, all respondents will be notified of the outcome and offered debriefs.

Details of the awarded contract will be published on the Council website.

Probity

All Council procurement processes are conducted in a fair, honest, open manner with the highest levels of integrity and in the public interest. All suppliers are treated fairly in an open and transparent manner.

Council must engage an external probity advisor when the value of goods or services exceeds \$5 million (GST inclusive)

An external probity advisor was not appointed.

Disclosures of Conflicts of Interest in Relation to Advice Provided in this Report

Under section 80C of the *Local Government Act 1989* officers and persons engaged under a contract providing advice to Council must disclose any conflicts of interests, including the type and nature of interest.

No person involved in the evaluation of tenders declared a direct or indirect interest requiring disclosure.

No person involved in the preparation or approvals of this report declared a direct or indirect interest requiring disclosure.

12.16 Award of Contract CN10567 - CCTV Works & High Pressure Drain Cleaning**Executive Summary****Contract Value**

This is a schedule of rates contract with a total contract price is \$627,544.05 GST exclusive.

Term of the Contract

The contract term is for 2 years. It is anticipated the contract will commence on 2nd August 2021. On completion of the initial term, there is provision for an additional 2 X 12 month extension options at Councils' discretion (2+1+1).

Policy Considerations

This procurement does not conflict with any Council policies

Financial Implications

Works delivered under this contract are funded from Operations Department Capital Works and operational accounts.

Legal/Statutory Implications

The tender process complies with Section 186 of the *Local Government Act 1989*.

Environmental/Sustainability Impacts

Environmentally responsible materials, processes and approaches will be addressed during implementation.

Buy Local Impacts

The tenderer selected is based in Seaford, employs locals and supports local businesses.

ATTACHMENTS

Attachment A: CN10567 - CCTV Works & High Pressure Drain Cleaning - Evaluation Report - **CONFIDENTIAL**

Attachment B: CN10567 - CCTV Works & High Pressure Drain Cleaning - Evaluation MASTER - **CONFIDENTIAL**

Executive Summary**12.17 Award of Contract CN10518 - Horticultural Maintenance Services Panel**

Enquiries: (Brad Hurren: Infrastructure and Operations)

Council Plan

Community Outcome:	4. A Well Managed City
Strategy:	4.1 Services
Priority Action	4.1.1 Identify service assets and service levels required to meet future community needs

Purpose

To obtain Council approval to award Contract CN10518 to Asplundh Tree Experts Australia Pty Ltd t/as Summit Open Space Services; and Skyline Landscape Services Pty Ltd for the provision of Horticultural Maintenance Services.

Recommendation (Director Infrastructure and Operations)

That Council:

1. Awards contract CN10518 – Horticultural Maintenance Services Panel to Asplundh Tree Experts Australia Pty Ltd t/as Summit Open Space Services; A.C.N 055 140 424; and Skyline Landscape Services (VIC) Pty Ltd; A.C.N 146 508 858 for \$9,105,294.94 GST exclusive for an initial four year term with the provision of a further 2 X 2 year extensions, noting that this is a lump sum contract with the provision for selected items as schedule of rates;
2. Authorises the Chief Executive Officer to sign the contract and contract extensions based on the contractors successful performance;
3. Delegates approval of contract variations to the Chief Executive Officer; and
4. Resolves the attachments 1 and 2 to this report be retained confidential, pursuant to section 77 of the Local Government Act 1989, on the grounds that it contains Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released, pursuant to 3(1)(c) of the Local Government Act 2020.

Key Points / Issues

- This new contract combines multiple previous contracts for various services and provides a full 'one stop' site service for Council's horticultural assets. It is to be delivered with a combination of a lump sum programmed routine horticulture maintenance and non-programmed maintenance works delivered as a rates based contract for labour, equipment, tools and materials (where required) for the maintenance of parks and reserves, vegetation within carparks, road reserves, laneways and traffic management devices as well as other horticultural sites under management of Frankston City Council.

12.17 Award of Contract CN10518 - Horticultural Maintenance Services Panel**Executive Summary**

- The tender includes maintenance of approximately 500 hectares to supplement in house delivery of services by council staff where required to provide a high level of cleanliness and presentation of Council's horticultural assets. Council will continue to utilise its in house staff and expertise to manage very high profile, high profile and many medium profile horticulture sites. This contract is to maintain only low profile and some medium profile sites and is considered an effective risk management approach to ensure a high service of presentation to the community in Frankston's busiest parks.
- This contract is for horticultural maintenance works delivered as both a lump sum programmed routine horticulture maintenance, plus non-programmed ad-hoc maintenance works delivered as a rates based contract for labour, equipment, tools and materials (where required) for the maintenance of parks and reserves, vegetation within carparks, road reserves, laneways and traffic management devices as well as other horticultural sites under management of Frankston City Council.
- Maintenance of approximately 500 hectares within this contract is to supplement in house delivery of services by council staff where required to provide a high level of cleanliness and presentation of Council's horticultural assets.
- The aim of this contract is to provide Council with a panel of contractors committed to servicing the Council and wider community by delivering high quality horticultural site maintenance services within the designated work sites in a manner that:
 - Presents parks, gardens and horticultural sites in a well maintained and aesthetically pleasing manner in accordance with Council standards and consistent with the unique character and vision of Frankston City Council;
 - Encourages full utilisation of council's parks and open spaces to accommodate different community user groups;
 - Minimises risk to public safety, environment and surrounding assets;
 - Delivers cost effective, reliable, efficient and well planned maintenance programs to reduce reactive maintenance requests;
 - Provides flexibility between programmed works (lump sum) and reactive non-programmed works and projects (schedule of rates);
 - Complies with Government Acts, Regulations and Council local laws and policies, including Road Management Plan (RMP).

Tender Process

The request for tender (RFT) was released to market on 19th March 2021 via Council's website and advertised in The Age newspaper on 20th March 2021.

The tender closed at 3pm 29 April 2021, AEST.

7 submissions were received.

No late tenders were received.

12.17 Award of Contract CN10518 - Horticultural Maintenance Services Panel**Executive Summary****Tender Evaluation**Evaluation criteria

7 submissions progressed to evaluation and were assessed against the following evaluation criteria, as advertised in the RFT documents:

Evaluation Criteria	Weighting (%)
Financial Cost to Council	30%
Capability and Experience	25%
Ability to meet technical requirements	20%
Occupational Health & Safety	10%
Environment & Sustainability	10%
Local Content	5%

Evaluation was guided by the approved Evaluation Plan, which is filed in Council's document management records system, reference A4373225.

The evaluation of submissions is documented in the Evaluation Report, which is provided as Attachment A.

Negotiations

All tender negotiations are complete.

Post award of the contract

If award is approved by Council at this Ordinary Meeting, all respondents will be notified of the outcome and offered debriefs.

Details of the awarded contract will be published on the Council website.

Probity

All Council procurement processes are conducted in a fair, honest, open manner with the highest levels of integrity and in the public interest. All suppliers are treated fairly in an open and transparent manner.

Council must engage an external probity advisor when the value of goods or services exceeds \$5 million (GST inclusive).

Landell Corporation Pty Ltd t/as Landell Consulting was engaged to provide probity advice and had provided a general attestation statement on the conduct of the tender evaluation process, ReM reference A4485680.

Disclosures of Conflicts of Interest in Relation to Advice Provided in this Report

Under section 80C of the *Local Government Act 1989* officers and persons engaged under a contract providing advice to Council must disclose any conflicts of interests, including the type and nature of interest.

No person involved in the evaluation of tenders declared a direct or indirect interest requiring disclosure.

12.17 Award of Contract CN10518 - Horticultural Maintenance Services Panel**Executive Summary**

No person involved in the preparation or approvals of this report declared a direct or indirect interest requiring disclosure.

Contract Value

This is a fixed price contract, with provision for non-programmed works as schedule of rates.

The total price is \$9,105,294.94 GST exclusive for the contract of up to 8 years {initial four year term plus provision for 2 X 2 year extension options (4+2+2)}.

Term of the Contract

The contract term is for four years. It is anticipated the contract will commence on the 2nd August 2021. On completion of the initial term, there is provision for an additional 2 X 2 year extension options at Councils discretion (4+2+2).

Policy Considerations

This procurement does not conflict with any Council policies.

Financial Implications

Evaluation indicates a total contract price of \$9,105,294.94 GST exclusive.

Works delivered under this contract are funded from Operations department operational accounts. It should be noted that recommended tenders can be accommodated within existing budget provisions.

Legal/Statutory Implications

The tender process complies with Section 186 of the *Local Government Act 1989*.

Environmental/Sustainability Impacts

Environmentally responsible materials, processes and approaches will be addressed during implementation.

Buy Local Impacts

Of the tenderers selected, one has a depot based within FCC and the other is in a neighbouring municipality. Both companies employ locals and support local businesses.

ATTACHMENTS

Attachment A: CN10518 - Horticultural Maintenance Services Panel - Evaluation Report - **CONFIDENTIAL**

Attachment B: CN10518 - Horticultural Maintenance Services Panel - MASTER Evaluation Sheets - **CONFIDENTIAL**

Executive Summary**12.18 Award of Contract CN 10562 - McClelland Reserve No 1 Soccer Pitch Reconstruction**

Enquiries: (Vishal Gupta: Infrastructure and Operations)

Council Plan

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

Purpose

To seek Council approval to award Contract CN10562 to Hendriksen Contractors Pty Ltd for the proposed McClelland Reserve No. 1 Soccer Pitch Reconstruction Works.

Recommendation (Director Infrastructure and Operations)

That Council:

1. Award Contract CN10562 McClelland Reserve No 1 Soccer Pitch Reconstruction Works to Hendriksen Contractors Pty. Ltd. (ACN 093 866 758) for \$914,108.00 GST exclusive;
2. Authorises the Chief Executive Officer to sign the contract;
3. Delegates approval of contract variations to the Chief Executive Officer; and
4. Resolves the attachments 1 and 2 to this report be retained confidential, pursuant to section 77 of the *Local Government Act 1989*, on the grounds that it contains Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released, pursuant to 3(1)(c) of the *Local Government Act 2020*.

Key Points / Issues

- McClelland Reserve is an important place for the community and sporting groups. Peninsula Strikers Soccer Club are one of the largest soccer clubs for both senior and junior levels within the municipality. Their 2021 seasonal tenancy application indicates that they have 220 participants made up of both male and female players and volunteers.
- The reconstruction of McClelland Reserve No 1 Soccer Pitch has been identified as a priority project to be completed as part of the 2021/22 program due to its current condition rating and usage.
- The existing pitch is located on an old tip site and is prone to continual subsidence over a number of years presenting an undulating playing surface.
- Over the past five-years, Council has invested in significant improvements to McClelland Reserve including new sports field lighting to the No. 2 Pitch as well as new car parking. The No. 1 Soccer Pitch reconstruction will complement these recent improvements.

**12.18 Award of Contract CN 10562 - McClelland Reserve No 1 Soccer Pitch
Reconstruction
Executive Summary****Background**

The Sports Ground Playing Surface Renewal Program is an annual Capital Works Program that funds the renewal and upgrade of Council's sports fields with a focus on warm-season turf conversion and improved playing surfaces.

The program has a budget of \$1,300,000 (exclusive of GST) allocated in the 2021/22 financial year. In the 2021/22 financial year, the main project will be the reconstruction of McClelland Reserve No. 1 Soccer Pitch. This site has been identified as a priority project due to its current condition rating and usage.

The scope of works under this contract includes the reconstruction of the No 1 Soccer Pitch at McClelland Reserve (as shown in attachment A) including the following key elements:

- Earthworks to remove existing 50mm of turf and sub-soil including laser-levelling;
- Compaction of existing subgrade and importation of new soil for achieving subgrade finish levels;
- Installation of a new sub-surface drainage system, new automatic irrigation system, new sand profile and new warm-season turf;
- Installation of new coaches boxes, ball stop fence at both ends of the pitch;
- New pitch fencing and new concrete spoon drain strip.

Tender Process

A public request for tender process (RFT) was conducted in accordance with Council's procurement policy and guidelines.

Key dates

Release date and time: 7 May 2021 at 5.00 pm

Closing date and time: 1 June 2021 at 3.00 pm

Tenders receive

Six tender submissions were received by the closing date and time.

No late tenders were received.

Tender EvaluationMandatory criteria

Each submission was assessed against the following mandatory criteria, as advertised in the RFT documents:

Receipt of Addenda's	Conforming
Submission signed and dated	Conforming
All items priced in the pricing schedule	Conforming
Current Insurance Certificates	Conforming

**12.18 Award of Contract CN 10562 - McClelland Reserve No 1 Soccer Pitch
Reconstruction
Executive Summary**Evaluation criteria

Six submissions progressed to evaluation and were assessed against the following evaluation criteria, as advertised in the RFT documents:

Evaluation Criteria	Weighting (%)
Cost to Council	30%
Current Commitments and Ability to Meet Project Timeframe	25%
Methodology, Capability, Experience and Performance on Most Similar Projects	25%
Occupational Health & Safety	10%
Local content	5%

Evaluation was guided by the approved Evaluation Plan, which is filed in Council's document management records system, reference A4421432.

The evaluation of submissions is documented in the Evaluation Report, which is provided as Attachment B A4465706.

Negotiations

All tender negotiations are complete.

Post award of the contract

If award is approved by Council at this Ordinary Meeting, all respondents will be notified of the outcome and offered debriefs.

Details of the awarded contract will be published on the Council website.

Probity

All Council procurement processes are conducted in a fair, honest, open manner with the highest levels of integrity and in the public interest. All suppliers are treated fairly in an open and transparent manner.

Council must engage an external probity advisor when the value of goods or services exceeds \$5 million (GST inclusive)

An external probity advisor was not appointed.

The public Request for Tender process undertaken complied with Council's Procurement Policy and Procedures.

Disclosures of Conflicts of Interest in Relation to Advice Provided in this Report

Under section 80C of the *Local Government Act 1989* officers and persons engaged under a contract providing advice to Council must disclose any conflicts of interests, including the type and nature of interest.

No person involved in the evaluation of tenders declared a direct or indirect interest requiring disclosure.

No person involved in the preparation or approvals of this report declared a direct or indirect interest requiring disclosure.

**12.18 Award of Contract CN 10562 - McClelland Reserve No 1 Soccer Pitch
Reconstruction
Executive Summary****Contract Value**

This is a fixed price contract.

The total contract price is \$914,108.00 GST exclusive.

Term of the Contract

The contract term will be 8 months, which includes an allowance of 4 months for construction and 4 months for establishment maintenance.

Policy Considerations

This procurement does not conflict with any Council policies

Financial Implications

Evaluation indicates a total contract price of \$914,108.00 GST exclusive.

There is a budget provision of \$1,300,000 (exclusive of GST) for Sporting Grounds – Playing Surface Renewal Program in the 2021/22 Capital Works adopted budget, sufficient to deliver the works.

Legal/Statutory Implications

The tender process complies with Section 186 of the *Local Government Act 1989*.

Environmental/Sustainability Impacts

The environmental benefits from the improvements include:

- Reduction in water usage due to planting warm season grass which requires less water during the watering season.
- Improved infrastructure with the installation of an efficient watering system.

Buy Local Impacts




Hendriksen Contractors are based in Skye and employ staff who reside within the Frankston municipality. They have indicated that they will source 35% of sand, rock and soft netting from local suppliers. This contractor has successfully fulfilled this commitment on previous projects undertaken for Frankston City Council.

ATTACHMENTS

- Attachment A: [↓](#) Site Plan
- Attachment B: Evaluation Report - **CONFIDENTIAL**
- Attachment C: Evaluation Spreadsheet - **CONFIDENTIAL**

McClelland Reserve No 1 Soccer Pitch Reconstruction – Site Plan



	Extent of temporary fencing
	Construction vehicle Entry Point
	Proposed work compound

17. CONFIDENTIAL ITEMS

Section 3(1) of the Local Government Act 2020 enables the Council to close the meeting to the public if the meeting is discussing any of the following:

- (a) Council business information that would prejudice the Council's position in commercial negotiations if prematurely released;
- (b) Security information that is likely to endanger the security of Council property or the safety of any person;
- (c) Land use planning information;
- (d) Law enforcement information;
- (e) Legal privileged information;
- (f) Personal information;
- (g) Private commercial information;
- (h) Internal arbitration information;
- (i) Councillor conduct panel information
- (j) Information prescribed by the regulations to be confidential information for the purposes of this definition;
- (k) Information that was confidential information for the purposes of section 77 of the Local Government Act 2020
- (l) A resolution to close the meeting to members of the public pursuant to section 66(2)(a).

Recommendation

That the Council Meeting be closed to the public to discuss the following Agenda items and all documents associated with the consideration and discussion of it, that are designated confidential information by me, pursuant to Section 77(2)(c) of the Local Government Act 1989 (the Act) on the following grounds

C.1 Administrative matters associated with acquisition of land

This document and all relevant attachments have been designated by me, the Chief Executive Officer, as confidential information under Section 3(1) of the Local Government Act 2020:

- on the grounds that it includes Council business information that would prejudice the Council's position in commercial negotiations if prematurely released (LGA2020, s.3(1)(a)).
- these grounds apply because the information concerns a compulsory acquisition and would, if prematurely released, likely compromise the outcome of compensation negotiations and result in the matter becoming a disputed claim

.....
Signed by the CEO