



COUNCIL MEETING AGENDA 2021/CM15 Monday 30 August 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 30 August 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 the cafes of Frankston

2. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

Council Meeting No. CM14 held on 23 August 2021.

3. APOLOGIES

Nil

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

Nil

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	Nil	

Phil Cantillon

CHIEF EXECUTIVE OFFICER

26/08/2021

8.1 Frankston City Council & Hughes (IAP 2021-3) - Application for an internal arbitration process to make finding of misconduct

That in accordance with section 147(4) of the Local Government Act 2020, the arbiter's decision and statement of reasons on the matter of Frankston City Council & Hughes (IAP 2021-3) – Application for an internal arbitration process to make findings of misconduct (attached) is tabled and recorded in the minutes of the meeting.

ATTACHMENTS

Attachment A: [↓](#) Arbiter's Decision and Statement of Reasons - 26 August 2021

DECISION OF AN INTERNAL ARBITER (HON SHANE MARSHALL AM) IN AN APPLICATION BY
FRANKSTON CITY COUNCIL BROUGHT BY ITS REPRESENTATIVE CR BOLAM UNDER
SECTION 143 OF THE LOCAL GOVERNMENT ACT 2020

Decision on liability

The resolution

1. On 1 March 2021, the Frankston City Council (the Council) made a resolution “to bring an application for an internal arbitration process under section 143 of the *Local Government Act 2020* (the Act) alleging multiple acts of misconduct on the part of Cr Steven Hughes (the respondent) in his social media post of 18 February 2021 and 1 March 2021”. The resolution also appointed Mayor Kris Bolam to be its representative in respect of the Application. Although strictly the Council is the applicant, the matter was conducted on its behalf by Cr Bolam who for purposes of this decision is referred to as “the applicant”.

The background

2. The resolution was preceded by a difference of opinion between the applicant and the respondent about the propriety of various social media posts made by the respondent including posts that preceded the posts referred to in the application. On 8 February 2021 the applicant wrote to the respondent concerning two posts published by the respondent on 30 January 2021 on his Facebook page regarding the appointment of new directors to “the board of Peninsula Leisure; and Council’s negotiations with the St. Kilda Football Club in relation to the Linen House Lease.”
3. The applicant attempted to engage in a meeting with the respondent concerning his issues with the 30 January 2021 posts and the posts of 18 February 2021 dealt with in this application but without successfully engaging with him on the issue. The post of 1 March 2021, also the subject of this application was the catalyst for Council’s resolution of 1 March 2021.

The application

4. On 5 March 2021, the applicant applied, on behalf of the Council under section 143 of the Act for an arbiter to make findings of misconduct against the respondent. The Principal Councillor Conduct Registrar (the Registrar) examined the application under section 144 of the Act. On 6 April 2021, the Registrar appointed the arbiter under sections 144 and 149 of the Act after forming the opinion that the application was not frivolous, vexatious, misconceived or lacking in substance and that there was sufficient evidence to support a breach of the Council’s Councillor Code of Conduct (the Code).

5. On 27 April 2021, the Registrar wrote to the parties and the Council's Councillor Conduct Officer advising that a directions hearing would be held on 6 May 2021. At the directions hearing, orders were made for the filing and serving of documents on which the parties intended to rely at the hearing, which required the respondent to file his material by 3 June 2021. A hearing was set down for 17 June 2021, but after requests from the respondent for extra time, the hearing date was adjusted to 30 June 2021. After hearing submissions from the parties at the hearing on 30 June 2021 and considering the documents filed by them I reserved my decision.
6. The application raises 4 allegations of misconduct concerning 3 Facebook posts paid for by the respondent to ensure maximum publicity in targeted areas. Allegations A and B concern a post made on 18 February 2021 which is Attachment C to the application. That post commences in the following manner:-

"Frankston council has crowned a new monarch with laws that give power to just one person. In a sad day for transparency, all councillor social media posts must now go through the Mayor. He has the power to decide on what information the ratepayer can know based on vague and highly subjective rules. No criticism of a council decision will be permitted. Any information that is damaging to Council's reputation, like wasting money on PARC [Peninsula Aquatic Recreation Centre] directors or St Kilda FC will be banned. Accountability is dead. Long live the Mayor. The vote to approve these laws went to Council on Monday night [15/2/21]. Only two councillors voted to reject this tyranny and to defend the rights of the ratepayer to know the truth ..."

The post went on to refer to the respondent being "stifled" and to "Murky laws may be created to keep Frankston in the dark." It invited Facebook users to share the post "to help make Frankston council transparent and accountable." At the end of the post there is depicted a Napoleonic type figure with the head of a dolphin (the animal symbol of the Council).
7. The post was a protest against the Council's adoption of a draft Communications Policy at its meeting on 15 February 2021 which was approved for distribution for public comment and later accepted in April 2021. The policy in section 1 is expressed to be intended to provide "guidance for the appropriate use of communications tools, including verbal, printed, electronic and online, to help build a positive reputation of Council ... " The policy in section 2 is expressed to be "aligned with the Councillor Code of Conduct". Section 5.1.4 of the policy states that:-

"Councillors are entitled to communicate their own views to the media, constituents and others, but must not actively undermine any decision or

position already taken by Council or bring Council into disrepute. Councillors must make it clear that they are expressing their own individual view and not the official position of Council."

Clause 5.1.6 provides that:-

"Councillors are responsible for ensuring that any information or response they provide is accurate and consistent with Council decisions, legislation and policies ..."

8. The abovementioned post is the subject of allegation A in the application in that it allegedly carries imputations which exhibit a lack of respect for the office of the Mayor and/or a lack of courtesy towards the mayor in breach of clause 2.1 of the Code. It is also the subject of allegation B which alleges that the post brought discredit on the Council and/or was deliberately misleading in breach of clause 2.4 of the Code.
9. The second post referred to in the application, the subject of Allegation C, was also made on 18 February 2021 by the respondent. It is Attachment E to the application. The post claimed that ratepayers in the Council's area pay nearly 40% higher rates than those in Mornington Peninsula, 38% higher than in Greater Dandenong and 100% higher than in Bayside. The post failed to mention that this information does not have regard to the average valuations of rateable property. The respondent said that he mentioned that in an earlier post. However the applicant claimed that this post was misleading on its face and would deceive those who read it who did not read the earlier post. The applicant claimed that the post brought discredit on the Council and/or was deliberately misleading contrary to clause 2.4 of the Code.
10. The third and final post referred to in the application is the subject of Allegation D. It was posted on 1 March 2021. It is Attachment G to the application. It commences by saying that:-

"A taste of North Korean justice comes to Frankston with a move that would make Kim Jon-Un (sic) nod in approval. Two weeks ago, Frankston council voted through the most repressive social media policy in its entire history. The new laws silence criticism and give the mayor control of how a councillor can communicate with Frankston residents on social media. Just 14 days later, we are seeing these laws being used as intended: to silence any dissent or free thought, and to create fear amongst councillors if they dare oppose the regime."

The post went on to refer to the draft communications policy as "tyrannical laws". It repeated claims about Frankston residents paying the highest percentage of their

income on rates compared to residents of neighbouring councils and asserted that both previous posts of 18 February 2021 were "100% factual". The post also said that "The new laws are absurd and make a mockery of basic human rights". He referred to, in effect, the possibility of this arbitration arising, as "a perverse loop of guilt (for him) that is worthy of a Pyongyang courtroom". He referred to being in "a social media gulag". He asked for the post to be shared. At the bottom of the post appeared a flag identical to the North Korean flag save that where a 5 pointed red star would appear on a circular white background a dolphin appeared instead, being the symbol of the Council. The applicant alleges that this post is in breach of section 2.4 of the Code "by bringing discredit upon Council".

The Code

11. Under section 139 of the Act, Council is required to develop a Councillor Code of Conduct. Pursuant to section 139(2), the purpose of the Code is to "include the standards of conduct expected to be observed by Councillors in the course of performing their duties and functions as Councillors, including prohibiting discrimination, harassment (including sexual harassment) and vilification." The Code must comply with the requirements of section 139(3) of the Act. Those matters are:
- (a) "standards of conduct prescribed by the regulations expected to be observed by Councillors";
 - (b) "provisions prescribed by the regulations for the purpose of this section";
 - (c) "provisions addressing any matters prescribed by the regulations for the purposes of this section"; and
 - (d) "may include any other matters which the Council considers appropriate, other than any other standards of conduct".

Section 139(7) provides that the Code is inoperative to the extent that it is inconsistent with any Act or regulations, including the *Charter of Human Rights and Responsibilities Act 2006* (the Charter). Section 7(2) of the Charter provides that a human right is subject only to such reasonable limits as can be justified in a free and democratic society based on human dignity, equality and freedom but section 7(3) provides that nothing in the Charter gives a right to destroy the human rights of another person. Section 15 of the Charter provides for a right to hold an opinion without interference and a right to freedom of expression. However section 15(3) provides that:

"... the right to freedom of expression may be subject to "lawful restrictions reasonably necessary:

- (a) to respect the rights and reputations of other persons; or

- (b) for the protection of national security, public order, public health or public morality.”

Allegation A

12. The first allegation of misconduct raised in the application is that the respondent contravened the standard of conduct set out in clause 2.1 of the Code by not treating the applicant with dignity, courtesy or respect. The particulars of the allegation contend that the post at Attachment C contains imputations that the applicant is a tyrant, a dictator, an autocrat, someone who does not support free speech and who does not believe in transparency and accountability.
13. Clause 2.1 of the Code insofar as material provides that a councillor in performing that role must treat other councillors with dignity, courtesy, and respect, including by ensuring that the councillor “does not engage in abusive, obscene or threatening behaviour in their dealings with members of the public, Council staff and Councillors.” The specificity in paragraph (c) of clause 2.1 quoted immediately above does not detract from the general injunction to treat other councillors with dignity, courtesy and respect. Imputations against another councillor to the effect that that person is a tyrant, dictator, autocrat, someone who does not believe in free speech and someone who does not believe transparency or accountability, if established, would mean that the other councillor has not been treated with dignity, courtesy and respect.
14. Clause 2.1 of the Code does not impinge the Charter as it is a lawful restriction on freedom of expression designed to respect the rights and reputations of other persons, in accordance with section 15(3) of the Charter.
15. A fair minded objective observer would regard the alleged imputations as established by reading Attachment C. The post represents the Mayor, not just the office of Mayor, but the applicant himself as the Mayor, as being an autocratic monarch who does not believe in transparency. The imputations that the Mayor is a person who does not support free speech and doesn’t believe in transparency are clearly established. The other imputations are also made out based on the tenor of the post combined with its Napoleonic depiction of a Frankston mayor in the drawing contained in it. I find Allegation A to be established and I am comfortably satisfied that it is established.

Allegation B

16. Allegation B also claims a breach of clause 2.4 of the Code. That provision is as follows:-

- (a) In performing the role of a Councillor, a Councillor must ensure that their behaviour does not bring discredit upon the Council.
- (b) In performing the role of a Councillor, a Councillor must not deliberately mislead the Council or the public about any matter related to the performance of their public duties.

17. Clause 2.4 of the Code is entitled to be in the Code in that form as a consequence of regulation 4 of the Local Government (Governance and Integrity) Regulations 2020 (the regulations). Section 2.4 of the Code is in identical terms to regulation 4 of the regulations. Under section 139(1) of the Act, it is a standard of conduct prescribed by the regulations expected to be observed by councillors.

18. The respondent's post, contained at Attachment C to the application, is critical of the draft communications policy of the Council in particular section 5.1.4 which is set out at [7] above. The respondent invited me to rule that the policy contravened the Charter. The policy is no more than a policy position of Council. It is not part of the Code. It is not contrary to the Charter. It is not subject to the Charter. Section 5.1.4 of the policy permits dissension from a decision by Council to be communicated in a way in which a councillor makes it clear that he or she is expressing a personal view and does not use language likely to bring Council into disrepute. It was open to the applicant to say, in lieu of Attachment C that the Council had adopted a draft communications policy, that he was a dissenter to the adoption of that policy because he believed it to be unduly restrictive of his right to communicate with constituents and that he would advocate for the policy to be reconsidered. Instead he used inflammatory and derogatory language attacking the applicant, personally as well as the position of Mayor, including the use of an offensive drawing.

19. Allegation B contends that the respondent contravened clause 2.4 of the Code by bringing discredit upon the Council and by deliberately misleading the public about a matter relevant to the performance of his public duties as a councillor. The bringing of the Council into disrepute is said to arise from the imputation in the post that the Mayor is empowered to decide what information is given to ratepayers. The imputation is established from the second paragraph of the post where it is alleged that all councillor social media posts should go through the Mayor. That imputation brings discredit on Council. It is also not a fair reading of the policy. I am comfortably satisfied that Allegation B is established in that respect.

20. The applicant, in support of Allegation B, also contends that the post in Attachment C was deliberately misleading of the public. I accept that it was misleading because the Policy was only a draft policy, for consideration, at that stage. However I accept the assurance of the respondent that he was genuinely confused as to whether the Policy was a final policy or a draft policy. Nonetheless, on the basis of clause 2.4(a) of the Code, I am comfortably satisfied that Allegation B is established.

Allegation C

21. Allegation C also relies on clause 2.4 of the Code. However it relates to the post contained at Attachment E to the application concerning Council rates. The applicant alleges that by making comparisons with rates paid in other Council districts with rates paid in Frankston and not disclosing that the figures did not have regard to the average valuation of rateable property the post brought discredit on the Council. I agree with that submission. The post gave the impression that Council rates in Frankston were unusually high by comparison with other Councils without giving the full story. The suggestion that this post followed an earlier one which did refer to an appropriate qualification does not mean that this post does not bring discredit on Council as many people would most likely have read it without the context of the earlier post or were reasonably unlikely to have done so. I find Allegation C to be made out in its aspect that the post brought discredit upon Council but I do not accept that it is made out in respect of the public being deliberately misled. I am satisfied that the respondent did not intend to be misleading but genuinely believed this post followed on from an earlier post without giving sufficient subjective consideration to its misleading nature when read in isolation.
22. Nonetheless as I am comfortably satisfied that the post constituted behaviour bringing discredit upon the Council I find Allegation C made out.

Allegation D

23. Allegation D concerns the post at Attachment G. It also relies on clause 2.4 of the Code. That post also attacks the draft communications policy. The applicant alleges that the post brings discredit on the Council by containing imputations, first, that the draft policy was intended to resemble the North Korean Government's suppression of human rights. The post commences by referring to North Korean justice coming to Frankston and immediately refers to a repressive social media policy, silencing criticism and giving powers of communication via social media to the Mayor alone. There is a later reference to "a Pyongyang courtroom" and to a North Korean flag with a dolphin superimposed. I am comfortably satisfied that the first alleged imputation is made out and that it brings discredit on the Council by comparing it to one of the most repressive regimes on Earth.

24. The second alleged imputation is that by making the draft communications policy available for public consultation the Council acted to preclude dissent from any councillor. I do not see how that arises from the post. The post wrongly proceeds on the assumption that the policy was “voted through” as is on 15 February 2021.
25. The third and fourth-alleged imputations are that by making the draft policy available for public consultation, Council denied freedom of expression of councillors, and Council acted incompatibly with the Charter. For the reason set out in the foregoing paragraph the third imputation is not established. The same applies to the fourth imputation. The Charter is not mentioned in the post.
26. Having regard to the first alleged imputation being clearly discernible from the post, I am comfortably satisfied that Allegation D has been established.

Conclusion

27. For the reasons set out above I find that the respondent has failed to comply with the prescribed standards of conduct contained in clauses 2.1 and 2.4 of the Code in the four posts the subject of the application.
28. Pursuant to section 147(1) of the Act I make four findings of misconduct in respect of Allegations A, B, C and D in the application in the respects set out earlier in these reasons.

Other matters

29. At the commencement of the hearing the respondent sought an adjournment on the basis that the Council had not complied with clause 5 of the Code by not making best endeavours to resolve the matter without recourse to the internal arbitration process. I refused that adjournment because I was satisfied that the applicant made several attempts to engage the respondent in a discussion on the issues the subject of the application but that the continued behaviour of the respondent as the applicant saw it, especially the 1 March 2021 post, was the final straw in actuating him to bring the application. In any event, an attempt to resolve the matters between the parties prior to the making of an application is not a requirement of the Act.
30. The respondent also applied to strike out certain particulars of the allegations in the application. I refused that application. The arbitration process is not amenable to Court pleading points. In any case even if this forum was a Court it would not strike out information designed to show a respondent what is alleged against that person to better prepare him or her to defend the application.

Concluding remarks

31. The applicant and the respondent are to be congratulated for the way in which they conducted themselves during the formal arbitration hearing which enabled the matter to be dealt with expeditiously.
32. I formally adjourn the arbitration to a date to be fixed for submissions on the question of sanctions if any, to be imposed as a consequence of the findings of misconduct in the context of the reasons for decision.

Hon Shane Marshall AM
Arbiter

Date: 27 July 2021

DECISION OF AN INTERNAL ARBITER (HON SHANE MARSHALL AM) IN AN APPLICATION BY
FRANKSTON CITY COUNCIL BROUGHT BY ITS REPRESENTATIVE CR BOLAM UNDER
SECTION 143 OF THE LOCAL GOVERNMENT ACT 2020

Decision on sanction

1. On 27 July 2021, I provided my reasons for decision concerning allegations that Cr Steven Hughes (the respondent) had engaged in misconduct in four respects in three Facebook posts (the liability decision). The reasons for decision on the appropriate sanction or sanctions herein must be read together with the liability decision.
2. The findings of misconduct in the liability decision, briefly stated, were as follows:
 - (a) a finding of breach of clause 2.1 of the Code by not treating the applicant with dignity, courtesy and respect. The relevant Facebook post portrayed the applicant as a tyrant, dictator, autocrat or a person who does not believe in free speech and transparency.
 - (b) a finding of breach of clause 2.4 of the Code by bringing discredit on the Council by posting on Facebook misleading material concerning the Council's draft communications policy;
 - (c) a finding of breach of clause 2.4 of the Code by bringing discredit on the Council by posting on Facebook misleading material when comparing rates in the Frankston municipality with rates in other local government areas; and
 - (d) a finding of breach of clause 2.4 of the Code by bringing discredit on the Council by posting on Facebook misleading material comparing it to the North Korean regime.

Sanction options

3. Each of the abovementioned findings constitute misconduct under section 147(1) of the *Local Government Act 2020* (the Act). Under section 147(2) of the Act, after a finding of misconduct, the arbiter may impose any of the following sanctions:-
 - a direction to the respondent to make an apology;
 - the suspension of the respondent for a period not exceeding one calendar month from the office of Councillor;
 - a direction that the respondent be removed from any position where he represents the Council for a period to be determined;
 - a direction that he be removed from being the chair of a delegated committee for a period to be determined; and
 - a direction to attend or undergo training or counselling for a period to be specified.

The applicant's submission on sanction

4. The applicant submitted that the respondent should be suspended for a period of time. He had earlier, during the liability hearing, taken the view, prior to findings by me, that the respondent should make an apology or be directed to undertake training in emotional intelligence, team building and cyber bullying. He urged the penalty of suspension in light of what he contended were further instances of misconduct in Facebook posts on 2 August 2021, subsequent to the liability decision. The applicant also sought that the respondent be directed to make a public, thorough and unreserved apology to be read at an open meeting of Council after the tabling of this decision and the liability decision. The applicant maintained his position that the respondent should undertake the training referred to above.
5. I observe that the applicant's reference to conduct on 2 August 2021 similar to that found to be misconduct in the liability decision is not relevant to the sanction to be imposed on the respondent for his instances of misconduct found in the liability decision. The respondent is not to be punished on account of untested allegations which did not form the basis of any matters dealt with in the liability decision. If the applicant considers appropriate that matter can be raised with Council for the authorisation of a further application under section 143 of the Act. I also note that when suggesting the respondent undergo training the applicant offered no proposals concerning the availability of any such courses.

The respondent's submissions

6. The respondent's submissions were not confined to consideration of the sanction or sanctions he thought were appropriate in light of the liability decision. Instead he took the opportunity to take issue with the findings of misconduct and the rulings made during the hearing. He cavilled with the liability decision in a manner showing that he did not accept it. He thereby revealed a lack of insight into his misconduct and a failure to show any remorse but instead a desire to use the decision to further advance his own views that there was nothing wrong with his conduct.
7. The respondent expressed his reluctance to issue an apology. That is unsurprising given his defiant attitude. I do not consider it would be appropriate to direct him to do so, as an apology from him would be forced and insincere. The respondent stated that he would be prepared to undergo training on the Act, the Code and the Council's Communication Policy, but did not identify any particular form of preferred training or whether such training was available.

Conclusion on sanctions

8. For reasons expressed at [7] above I do not consider it appropriate to direct the respondent to make an apology.
9. There is no evidence of the respondent occupying any position on Council from which he could be removed. No such sanction was sought by the applicant. I decline to direct any such removal.
10. Due to the lack of any appropriate training being specified as open and available I decline to direct any such training.
11. This leaves the option of suspending the respondent for the period of up to a calendar month; see section 44(6)(b) of the *Interpretation of Legislation Act 1984* which defines "month" as a calendar month unless otherwise stated.
12. The respondent has been found to have engaged in four instances of misconduct by breaching the Code in four respects. He has failed to accept those findings. He consequently has shown no remorse or insight into his misconduct. It is hoped that a period of one month's suspension (being the statutory maximum) may help him to comprehend that if he continues to engage in the conduct that led to the findings of misconduct he may be subject to further applications under the Act.

Order

13. My order to finalise this matter as a consequence of the liability decision and this decision is:

"Pursuant to section 147(2)(b) of the *Local Government Act 2020* the respondent, Cr Steven Hughes, a Councillor of the Frankston City Council, is hereby suspended from the office of Councillor for a period of one calendar month commencing on the day after the meeting of Council at which this decision and the liability decision are tabled under section 147(4) of the Act."

Hon Shane Marshall AM
Arbiter

Date: 26 August 2021

Executive Summary**11.1 Planning Application 182/2020/P - Staged Subdivision of the land into 44 Lots at 86-88 Stotts Lane Frankston South**

Enquiries: (Sam Clements: Communities)

Council Plan

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

Purpose

This report considers the merits of Planning Permit Application 182/2020/P for Staged Subdivision of the land into 44 residential lots at 86-88 Stotts Lane, Frankston South.

Recommendation (Director Communities)

That Council resolves to issue a Notice of Decision to Grant a Planning Permit to Planning Application Number 182/2020/P subject to the conditions contained in the officers assessment.

Key Points / Issues

- It is proposed to subdivide the current 5.284 hectare land parcel into 44 residential lots varying in area between 512sqm and 1143sqm.
- The main access point is to Stotts Lane but a road within the subdivision will link into an existing road in the adjoining established Tahnee Lodge Estate. Where other roads in Tahnee Lodge currently terminate at the boundary with the subject land only pedestrian linkages are proposed.
- The subdivision is of relatively sensitive land given existing tree coverage and bushfire risk.
- A large 8198sqm reserve is proposed in the north-western corner of the site to provide for the conservation of remnant bushland. Much of the land is subject to the provisions of the Environmental Significance Overlay, Schedule 1 and this will protect the best part of the existing native vegetation on the site.
- Submissions have been received from thirty households in the vicinity, virtually all being within the adjoining Tahnee Lodge Estate. The dominant issue raised is objection to access between the subdivision and Tahnee Lodge with the focus being the through road to Kensington Avenue. Other concerns are that increased traffic from the subdivision exacerbating existing traffic problems in the locality and the impact of the residential development on the amenity of adjoining residents in Tahnee Lodge Estate through loss of outlook and noise/privacy through future dwelling development and movement of new persons through the existing road network.
- Subject to a range of recommended conditions to reflect requirements of internal and referral providers, and to implement the outcome of subsequent discussions with the applicant, the proposal is considered to be consistent with the planning controls and policy.
- The application is being reported for Council decision due to the level of community interest.

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

11.1 Planning Application 182/2020/P - Staged Subdivision of the land into 44 Lots at 86-88 Stotts Lane Frankston South**Executive Summary****Financial Impact**

The permit application fee paid to Council is \$1977.15. The average cost to process a planning permit application is \$2,264 which represents a difference of \$286.85.

Consultation**1. External Referrals**

The application was referred externally to utility services, Fire Rescue Victoria and the Department of Environment, Land, Water and Planning, all of whom offered no objection subject to the inclusion of conditions on any permit issued.

2. Internal Referrals

The application was referred internally to Waste Management, Biodiversity and Engineering Services (drainage and traffic) who offer no objections to the proposal.

3. Other relevant parties / stakeholders

Nil

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 surrounding owners and occupiers; and
- Signs (7) erected on the site frontage (3) and the end of each road terminating at the property boundary (4).

As a result of the public notification, submissions have been received from thirty (30) households (some multiples from the one household are not included in this figure) and nearly all are objections. The grounds of objection are summarised in the officer's assessment contained within this report.

Analysis (Environmental / Economic / Social Implications)

The proposal will have some environmental impact. The site has remnant bushland of regional significance and the Powerful Owl, which is protected under the Environment Protection and Biodiversity Conservation Act 1999 and the Flora and Fauna Guarantee Act 1988, has been recorded at the site. Some of the exotic species landscaping in the park-like surround to the existing house is also of high quality. The application responds to this and the response can be further enhanced by conditions of approval. The subdivision provides additional housing opportunities contributing to the social needs and economic viability of the area.

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

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

**11.1 Planning Application 182/2020/P - Staged Subdivision of the land into 44 Lots at
86-88 Stotts Lane Frankston South****Executive Summary**Legal

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

Policy Impacts

Council officers have assessed the planning permit application in accordance with the following State and Local Planning Policy provisions, zones, overlays, particular and general provisions of the Frankston Planning Scheme.

State and Local Policy Frameworks – Clauses 11, 12, 13, 15, 21.06, 21.07 and 22.08.

Zone and Overlays – Clause 32.08 – General Residential Zone 1, Clause 43.02 – Design & Development Overlay (Schedule 7), Clause 44.06 – Bushfire Management Overlay and Clause 43.01 – Environmental Significance Overlay.

Particular Provisions — Clause 56 – Residential Subdivision, Clause 65 – Decision Guidelines.

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 matter.

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: [↓](#) Locality Map (Aerial)
Attachment C: [↓](#) Advertised Subdivision Layout Plan
Attachment D: [↓](#) Updated Concept Subdivision Layout Plan

11.1 Planning Application 182/2020/P - Staged Subdivision of the land into 44 Lots at 86-88 Stotts Lane Frankston South**Officers' Assessment****Summary**

Existing Use	Single dwelling
Site Area	5284 square metres
Proposal	To subdivide the land into a maximum of Forty Five (45) residential lots (staged subdivision) in a General Residential Zone (GRZ)
Zoning	General Residential Zone 1
Overlays	Design and Development Overlay (Schedule 7 Bushfire Management Overlay) Environmental Significance Overlay (Schedule 1)
Reason for Reporting to Council	Community interest

Background***Subject Site***

The subject site is a 5.284 hectare parcel on the eastern side of Stotts Lane at the southern extremity of the urban area at this point in Frankston South. The areas to the north and east are largely already developed for residential or associated purposes. The land to the south is rural.

No easements affect the land.

The subject land has a frontage of 188 metres to Stotts Lane, which at the site is a sealed, dual carriageway road with edge-marking, crushed rock shoulders and table drains. Further to the north it is more fully constructed to its intersection with Golf Links Road and it remains sealed to the south but off a more rural standard.

Locality

To the north and east of the land is Tahnee Lodge Estate, which is fully developed with established, single detached dwellings dating from the 1990s on blocks varying from 600sqm to 1000sqm.

To the west is predominantly residential down to Stotts Reserve and Baxter Park at the intersection of Frankston-Flinders Road and Baxter-Tooradin Roads to the south. Much of the southern portion of this residential area is lots between 2000sqm and 3000sqm, subdivided around 2003 and 2005. Much of the balance is lots between 1000sqm and 2000sqm, but the area close to opposite the subject land is mainly lots in the 600sqm range. There is an 8.66ha property immediately opposite, which is largely bushland and operates as a meditation centre.

To the south is rural land in the Rural Conservation Zone.

Site History

No previous planning applications have been made in relation to the subject site since the parcel was created in 1996 under Planning Permit 93-346.

11.1 Planning Application 182/2020/P - Staged Subdivision of the land into 44 Lots at 86-88 Stotts Lane Frankston South**Officers' Assessment*****Proposal***

It was proposed to subdivide the land into a maximum of 44 residential lots with associated roads and reserves.

An 8198sqm reserve is proposed in the north-western corner of the land to conserve the highest quality remnant bushland on the site.

The subdivision layout is basically a loop road with a connection to Stotts Lane towards the south-western corner and to Manor Drive as existing towards the north-eastern corner. This is where the subdivision to the east provided 'future' road connections to this land for Manor Drive and Kensington Avenue. Colbert Court and Edinburgh Court also terminate at the boundary of the application land but rather than the standard road geometry just ending, as with Manor and Kensington, these existing roads were provided with a small court bowl. This design and the usage of the road type 'court' indicates that only a pedestrian linkage was proposed here rather than the road continuing as with Manor Drive and Kensington Avenue.

The development is to occur in two stages.

Subsequent to public notice and provision of referral comments, officers discussed a variety of modifications to the proposal with the applicant to address issues identified and requests of the referral providers. The applicant prepared a revised concept subdivision plan (titled Subdivision Layout Plan – August 2021 (Tract Consultants)) which reflects the majority of outcomes sought. The plan shows inclusion of reserves to protect trees and facilitate drainage.

Both the original application plans and revised concept plans are referenced in this report.

State and Local Planning Policy Frameworks

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

- Clause 11: Settlement
- Clause 12: Built Environment and Heritage
- Clause 13: Economic Development
- Clause 15: Transport

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

- Clause 21.06 Environmental and Landscape Values
- Clause 21.07 Housing
- Clause 22.08 Neighbourhood Character Policy

Planning Scheme Controls

A Planning Permit is required pursuant to:

- Clause 32.08-3 – General Residential Zone of the Frankston Planning Scheme for the subdivision of the land;
- Clause 42.01-2 – Environmental Significance Overlay – Schedule 1 of the Frankston Planning Scheme to subdivide the land, to remove native vegetation

11.1 Planning Application 182/2020/P - Staged Subdivision of the land into 44 Lots at 86-88 Stotts Lane Frankston South**Officers' Assessment**

and to carry out works within the Tree Protection Zone of native vegetation, construct or carry out buildings and works;

- Clause 43.02-3 – Design and Development Overlay - Schedule 7 of the Frankston Planning Scheme to subdivide the land;
- Clause 43.02-2 – Design and Development Overlay - Schedule 7 of the Frankston Planning Scheme to carry out works;
- Clause 44.06-2 – Bushfire Management Overlay of the Frankston Planning Scheme to subdivide the land.

Cultural Heritage Management Plan

The land is not in an area of aboriginal cultural heritage significance and a plan is not required.

Notification of Proposal

The grounds of objection are summarised as follows:

- Objections to connection to the roads in the Tahnee Lodge estate with concerns that more traffic will result, particularly in the southern section of Manor Drive, with consequent danger to pedestrians.
- External road connections will spoil the character and amenity of Tahnee Lodge estate.
- Kensington Avenue has a narrow pavement width to start with, exacerbated by cars parked in the street making emergency access difficult and with an 'S-bend' needing to be traversed with caution. Further traffic and a through road will increase traffic and make the road dangerous.
- The subdivision will add to the existing congestion at the Stotts Lane/Golf Links Road intersection where it is difficult to egress Stotts Lane at peak times due to traffic coming on and off the Freeway. The end of Stotts Lane should be widened to provide both a right turn and left turn lane.
- Stotts Lane south of The Strand needs to be up-graded to improve access all the way down to Baxter-Tooradin Road. This needs to include centre-line marking, edging and a footpath and street lighting through Stotts Lane.
- Construction vehicles for development of the subdivision should be required to access the site via Stotts Lane directly and not be allowed to go through Tahnee Lodge estate.
- The pine trees on the land are senescent and should be removed. If some are removed from a group others may become unstable as a result.
- Concern about future amenity impacts from housing to be constructed on the land once subdivided and desire for new fencing.
- Potential detrimental effect on wildlife.
- Reduction in property values of neighbouring land.
- Concern to ensure utility services are adequate noting a previous sewerage overflow in Stotts Lane and that part of Stotts Lane just to the south of the application land sometimes floods.

11.1 Planning Application 182/2020/P - Staged Subdivision of the land into 44 Lots at 86-88 Stotts Lane Frankston South**Officers' Assessment**

A Residents Discussion Meeting was not held due to the Covid-19 pandemic and the unsuitability of the matter for a productive meeting given the volume of objections received and the nature of those objections. The applicant has provided a written response to the objections and agreed to plan modifications, which address some of the matters raised.

Referrals

A summary of internal referral comments regarding the proposal are provided below.

Drainage Engineer

- A drainage reserve should be provided at the south-eastern corner of the land to connect piped drainage from the estate to the existing pipe running through to the freeway with any overland flow to the natural drainage line on the property to the south.
- A drainage strategy is required prior to commencement of works.
- No objection subject to the inclusion of conditions on any permit issued.

Traffic Engineer

The application was referred to Council's Traffic Engineers who have advised that:

- Kensington Avenue not to go through to the proposed subdivision road – a court bowl will be required within the subject land to provide a turning facility;
- There is concern over the basis of the applicant's traffic consultant's assessment of the engineering design requirements for Stotts Lane intersection works needed as a result of the development. Further design work and submission of intersection design plans to Council's satisfaction is required.

Waste Management

There is practicable access for garbage trucks within the subdivision layout however the two lots at the end of Colbert Court end would have to bring their bins up to the third lot for collection.

Environment

Council's environment department is broadly supportive of the proposed subdivision design, noting the provision of the conservation reserve. It is further suggested that the configuration of some lots should be modified to enable retention of some trees within lots where they are suitable for retention. DELWP has provided conditions relating to the conservation of trees which may be associated with powerful owls.

External Referrals**Utility Services (Melbourne Water, APA, S E Water and United Energy)**

No objection subject to conditions.

Fire Rescue Victoria (CFA)

Require mandatory Scheme conditions and additional conditions including amendments to the Bushfire Management Plan, implementation of defendable space prior to the issue of a statement of compliance, requirements for fire hydrants and road requirements.

Subsequent to an on-site meeting a revised response was received dated 8 April 2021 revising proposed conditions most particularly providing for dwellings on specified lots to be constructed at a Bushfire Attack Level of BAL-19 and setting building envelope

11.1 Planning Application 182/2020/P - Staged Subdivision of the land into 44 Lots at 86-88 Stotts Lane Frankston South**Officers' Assessment**

requirements. A new Bushfire Management Plan is required accordingly. Fire Rescue Victoria is a Recommending Referral Authority.

Department of Environment Land Water and Planning (DELWP)

The Department is a Recommending Referral Authority under Clause 66.02-2 Native Vegetation with a Detailed Assessment Pathway for the removal, destruction or lopping of native vegetation. The Department has not objected subject to conditions including:

- A Land Management Plan for the reserve
- A Construction Environmental Management Plan
- Vegetation removal offset

The management plan for the reserve is to include retention of suitable habitat trees for the Powerful Owl.

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

The proposed subdivision is generally consistent with the objectives of the Frankston Municipal Strategic Statement and the zone and overlay controls.

The subdivision is supported by the strategic framework, which seeks to provide a diversity of housing opportunities within the municipality with a high amenity lifestyle, conserve environmental values and recognise and strengthen neighbourhood character. The residential zoning of the land supports its division and ultimate development for housing.

Subdivision density and Design and Development Overlay No. 7

The Design and Development Overlay No. 7 applies to land which has already been developed on either side of Stotts Lane. Unusually, whilst the overlay specifies that lots created must be greater than 1000m² in area, the extensive subdivided estates which have already occurred within the overlay area contain lots generally in a range between 500m² and 750m².

This land parcel is really the only one remaining of any size in the overlay area. Subject to detailed design matters discussed below, it would be anomalous to seek to impose a lot size requirement on this land which does not recognise the existing pattern of subdivision within the balance of the area. Subdivision at the proposed density is able to be considered due to the wording of the overlay not providing that the limit cannot be varied without a permit. In this case it is considered appropriate and orderly to permit smaller lots to be developed consistent with the general outcomes and balance of the overlay area.

Subdivision design and road connections

As identified above in respect of Design and Development Overlay No. 7, the land is suitable for subdivision generally at the density proposed. The proposed lot layout has responded to the site features, incorporating the highest value vegetation in a reserve at the front of the land. This aspect is discussed further later in this report.

The most contentious aspect of this proposal, as is often the case with new greenfield subdivisions adjoining existing subdivisions, is that of road connections. Whilst roads are often left as a 'cut off' planned connection to future subdivision of adjoining land (i.e. without a 'normal' terminus in a court bowl or t-head), residents who come to live in these cul-de-sacs often value the lack of through traffic and are concerned at the prospect of through traffic being introduced in the form of a road connection (even if

11.1 Planning Application 182/2020/P - Staged Subdivision of the land into 44 Lots at 86-88 Stotts Lane Frankston South**Officers' Assessment**

currently turning movements, waste vehicle access and parking availability is somewhat restricted).

Notwithstanding, road connections are important in that they provide for movement through areas (both vehicles and cycle/pedestrians) for residents of both new and old as part of their daily lives, but also for exit in the case of emergencies, emergency service access, and also the circulation of waste collection vehicles. Generally speaking in respect of planning policy outcomes, circulation is to be preferred to a series of 'enclosed' enclaves with limited or even controlled points of access. It also should be kept in mind that these are 'public' roads maintained with rate income from across the municipality, and that these should be trafficable by the general public.

The challenge for Council in deciding on these matters is to balance the need for circulation and movement with the desire for preservation of amenity of existing residents. Subject to some modification the proposed subdivision achieves an appropriate balance between these competing aims.

As originally lodged the application proposed only a pedestrian linkage between the subdivision and Tahnee Lodge estate, much along the lines of that for Colbert Court. The applicant changed this to a two way road connection prior to advertising of the application and this has been a focus of the objections received.

Council's Traffic Engineer has now requested that a court bowl be constructed within the subject land at the end of Kensington Avenue. This circular terminus to Kensington Avenue is shown on the concept subdivision plans provided by the applicant, and represents a good resolution to traffic engineering requirements and the desire of objecting parties to avoid new traffic flow to Kensington Avenue. However, Council's Traffic Engineer has requested a reduction in the size of the court bowl, which is included as a recommended condition.

The continuation/connection to Manor Drive must remain as proposed to enable appropriate connectivity and integration between this development and the existing development. This will obviously increase traffic along Manor Drive, but this is the best road connection to accommodate this, and it is necessary to provide connection and vehicular movement options for both communities. Such movement and integration between older and new subdivisions is desirable for planning, traffic, and social reasons.

More broadly, Clause 56 of the Frankston Planning Scheme sets requirements and standards for residential subdivisions, including matters such as road and lot layout and orientation. The subdivision is considered to have met this requirements having regard to the location of the land relative to shops and community facilities.

Vegetation and biodiversity matters

The land is well vegetated and its planned development requires a careful response in respect of retention of vegetation and faunal habitat.

The vegetation on the land has been assessed and the majority of the vegetation which has value is to be retained in a reserve (to be transferred to Council) in the north-western corner of the land. This reserve will constitute approximately 15.5% of the site area, which is in excess of the 2% Public Open Space contribution that would normally apply. This is a good outcome in preserving the vegetation of value whilst enabling the balance of the site to be appropriately developed. This also, to a degree, supports the density of development which is proposed (to off-set the large area of the site allocated for the reserve).

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86-88 Stotts Lane Frankston South****Officers' Assessment**

As indicated the reserve provided is a response to the environmental significance of the remnant bushland and its size and configuration is dictated by the ESO1 rather than specifically for public open space and recreation purposes. However, creation of the reserve has consequence for future dwelling construction given associated defensible space issues discussed further in this report.

There are a number of trees that were graded as being of Moderate value in arboricultural assessment, which could be retained to make a contribution to the character of the area. The majority are able to be retained within the new proposed lots with sufficient room remaining to enable the construction of a dwelling and have now been indicated on the concept plan supplied by the applicant. Conditions are recommended to require building envelopes to be shown to facilitate protection of these trees. Additionally, Council's biodiversity officer has requested that a restriction on cat keeping be applied given the proximity of the vegetated reserve to the balance of the subdivision.

Further, the applicant has also agreed to a varied subdivision layout through creation of a reserve at the entrance of the subdivision from Stotts Lane (as shown on the updated concept plan). This reserve will enable the retention of a Coastal Redwood and potentially a Gippsland Manna Gum on Council land into the future.

The application was referred to the DELWP, who have advised that they consent to the grant of a permit subject to conditions. These conditions include requirements for the securing of financial off-sets relating to vegetation which is being removed. These are included in the officer recommendation.

Habitat – Powerful Owl

Studies, which have included site visits have identified the presence of the Powerful Owl, *Ninox strenua* on the land. This may just be the use of trees for roosting in passing through the land in its range (no detailed study has been carried out). The recording of the presence of the owl on the land is relevant as it is listed as 'threatened' under the Environment Protection and Biodiversity Conservation Act, 1999 at the federal level and also at state level under the Flora Fauna Guarantee Act, 1988.

Referral comments provided by DELWP note that *'the area to be retained in the reserve provides suitable habitat for Powerful Owl.'*

Consideration was given, in discussion with Council's Biodiversity Policy and Planning officer, to the retention of further trees in the subdivision to support the Powerful Owl. Unfortunately, most of these trees are senescent pine trees and sugar gums which would be considered environmental weeds and are not generally suitable for retention on the proposed residential lots. Their retention would potentially require a further reconfiguration of the subdivision and potential further loss of yield. This is ultimately considered unnecessary as DELWP's response and advice indicates that the retention of vegetation in the large reserve is satisfactory to provide suitable habitat for the owl.

Street tree planting

The proposal maintains the theme of planting Pin Oaks along the continuation of Manor Drive from the existing planting in Tahnee Lodge and this is supported. Street tree planting is not provided along the road immediately in front of the reserve in recognition of its environmental values but the Pin Oaks continue on the other side of the road.

Bushfire Protection

The land is included within a Bushfire Management Overlay and the application was required to be referred to Fire Protection Victoria (formerly CFA). Fire Protection Victoria has advised that they support the granting of a planning permit subject to conditions.

11.1 Planning Application 182/2020/P - Staged Subdivision of the land into 44 Lots at 86-88 Stotts Lane Frankston South**Officers' Assessment**

The conditions recommended include provisions relating to the preparation of a Bushfire Management Plan which relates to management of vegetation on lots (and the reserves), construction standards for future dwellings, provision of fire-fighting facilities and road construction/maintenance standards.

Fire Protection Victoria has identified that future dwelling construction standards should be to a BAL level of 12.5 for most lots, with some lots required to have a BAL level of 19 (where they are located closer to vegetation). Some minor modifications to recommended BAL levels (upwards) have been made to reflect changes in the subdivision layout and defensible space locations.

The updated concept plan supplied by the applicant identifies defensible space (non-building area) for lots adjoining vegetated reserves/vegetated neighbouring land, and generally as sought by Fire Protection Victoria. Defensible space has been allocated where possible on the lots to be created rather than Council's reserve, to avoid Council imposing a significant future maintenance burden on itself into the future (in respect of new lots which in a good planning approach should be designed to protect themselves. Conditions are recommended to implement this outcome.

Infrastructure

A common issue raised in the submissions is concern about the impact of the subdivision in relation to what appear to be pre-existing concerns over the standard of infrastructure in the location. The southern boundary of the application land is the border of the urban area at this point. This is reflected in the construction standard and state of existing infrastructure.

There has been a significant level of development in this area without consequent upgrade to road infrastructure.

Council's Traffic Engineer concurs with submissions that Stotts Road at the intersection with Golf Links Road would have improved traffic flow if widened to provide separate left and right turn lanes from Stotts Lane or other alternative intersection up-grade can be investigated. If adopted such works and other improvements would need to be considered through council's capital works program.

One improvement project for Stotts Lane that is well into the process is a 2.5m wide, shared user path down the western side of the road to 100 metres south of Escarpment Drive. This will incorporate drainage works as well and is designed to limit impact on remnant native vegetation. Another project is the construction of a roundabouts at the intersection of Stotts Lane with Manor Drive (existing), Escarpment Drive and The Strand.

More specifically relating to this proposal, the applicant's Traffic Engineering consultant did not consider a roundabout was required to facilitate safe access to Stotts Lane. Council's Traffic Engineer is not satisfied with the intersection treatment proposed by the applicant's traffic engineering consultants and a condition of approval is recommended to require more detailed design work either demonstrating a safe intersection treatment (to be constructed at the owner's cost). This design work will need to have regard for the design of the proposed shared user pathway.

Council's Engineers have indicated that a drainage reserve should be provided at the south-eastern corner of the land as an outfall point for drainage run-off from the land. This has been shown on the updated concept subdivision plan supplied by the applicant.

The proposed subdivision should be constructed to reasonably cater to its own drainage needs and would not normally be regarded as being likely to have any significant impact on neighbouring properties. Similarly, loads on electricity and other infrastructure

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resources are matters for the relevant authorities and service providers to cater for and are not particularly relevant to assessment of this subdivision. To the extent that upgrades may be required to cater for the development these become future arrangements between the authorities/providers and the owner.

Public Open Space Contribution

Clause 53.01 Public Open Space Contribution and Subdivision of the Frankston Planning Scheme states that:

'A person who proposes to subdivide land must make a contribution to the council for public open space in an amount specified in the schedule to this clause.'

The parcel being subdivided was created as part of a two (2) lot subdivision, PS347248B, in 1996. Lot 2 had an area of 16.97ha. The plan does not state whether or not a public open space contribution was made at the time however the subsequent subdivision of Lot 2 included the creation of two public open space reserves, Manor Reserve and Stansfield Link. This would support the argument that a public open space contribution has not previously been made for the application land. Part of Lot 2 was acquired for the Peninsula Link Freeway.

The Schedule to Clause 53.01 Public Open Space Contribution and Subdivision outlines the following public open space contribution amounts:

Type or location of subdivision	Amount of contribution for public open space
All land within the Frankston Metropolitan Activity Centre as defined in the Frankston Metropolitan Activity Centre Structure Plan and as shown as are CR1 on Plan 1 forming part of this schedule.	8%
All land shown as CR2 on Plan 1 forming part of this schedule	2%
All other land within the municipality	5%

As shown on Plan 1, the subject site is located the CR2 area and therefore a 2% contribution applies.

On its own, the 8198m² reserve in the north-western corner where the best quality bushland remains equates to 15.5% of the land and thus well in excess of the 2% required under Clause 53.01.

Response to objections

Other than those addressed above in respect of traffic movements and infrastructure, most concerns raised by objectors are abutting neighbours are about having houses on the other side of the fence rather than a large, well-vegetated property with the house sited well away and are concerned about future loss of privacy, landscape screening and the likelihood of new, standard residential fencing being wanted and responsibility for the cost of this.

This is understandable, however it is not wholly reasonable to continue to anticipate borrowing amenity for outlook to neighbouring privately owned and residentially zoned

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land for the long term. In respect of future construction - the land is residential and standards in respect of building siting, etc. that will be applied are those that would be applied to single dwelling construction in other parts of Melbourne. Those standards provide a degree of protection from what planning and building codes would consider to be unreasonable amenity impact.

Fencing costs are a civil law matter between land owners, and it would not be appropriate for Council to seek to apportion costs outside of its powers under the Planning and Environment Act 1987.

Construction associated with developing the land might be expected to impact upon the amenity of houses in the vicinity through impacts such as noise and dust generation. However standards apply under separate legislation relating to matters such as construction timing and noise. To help manage other impacts such as dust suppression, and vehicle movement paths, it is recommended that a construction management plan is be required to be submitted as a condition of approval. Construction vehicles for the development of the proposed subdivision should be required to enter the site direct from Stotts Lane and not through neighbouring residential areas.

Analysis (Economic and Social Implications)

The proposed subdivision will have positive economic and social effects through the development of underutilised land for housing. This will support job creation through construction and housing to cater for housing demand into the future. The proposal will have limited impacts on nearby land and residential amenity subject to modification of the design to respond to concerns about traffic and construction management.

Recommendation (Director Communities)

That Council resolves to issue a Notice of Decision to Grant a Planning Permit in respect to Planning Application number 182/2020/P to Subdivide the land into a maximum of Forty Four (44) residential lots (staged subdivision) in a General Residential Zone (GRZ) at Lot 1 PS347248B, 86-88 Stotts Lane, Frankston South subject to the following conditions:

Amended Plans

1. Before the Plan of Subdivision is certified under the Subdivision Act 1988, 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 and provided with dimensions. The plans must be substantially in accordance with the revised subdivision concept plan titled 'Subdivision Layout Plan – August 2021 Project/Drawing No. 319/0782-U-01 DR02 Rev 3 dated 12.08.2021 by Tract' but modified to show/include:
 - a) Street naming – with Manor Drive naming not continuing beyond its incursion into the subdivision to avoid duplication at the intersection between the subdivision access road and Stotts Lane.
 - b) The court bowl terminus to Kensington Avenue reduced in size to a maximum diameter of 8 metres.
 - c) Building and driveway envelopes for all lots in the subdivision plan.
 - d) An amended Bushfire Management Statement and Plan in accordance with condition 4.
 - e) A functional layout plan(s) in accordance with condition 5.

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- f) A detailed drainage and pavement design in accordance with Condition 21.
- g) Reserve Management Plans for each reserve as required by Condition 41.
- h) A Construction Environmental Management Plan as required by Condition 30.

No Alterations or Changes

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

Staging

- 3. The subdivision may be staged in accordance with the endorsed staging plan. Where the road in any stage terminates in the absence of any vehicle turning facility proximate to the end of the road the Responsible Authority may require the construction and maintenance of a temporary turning facility at the owner's cost, all to the satisfaction of the Responsible Authority in accordance with a design approved in writing by the Responsible Authority prior to construction occurring.

Amended Bushfire Management Statement (inclusive of Bushfire Management Plan)

- 4. Before the Plan of Subdivision is certified under the Subdivision Act 1988, an amended Bushfire Management Statement reflecting the changes to the development required by this Permit to the satisfaction of the Responsible Authority in consultation with Fire Protection Victoria must be submitted to and approved by the Responsible Authority. The Bushfire Management Statement should remove the main reserve from the jurisdiction of the Bushfire Management Plan with management of the reserve for bushfire protection to be undertaken in accordance with the Natural Reserves Bushfire Management Plan (2013) by Terramatrix as implemented by the Council.

Functional Layout Plan

- 5. Before the Plan of Subdivision is certified under the Subdivision Act 1988, a functional layout plan must be provided to the satisfaction of, and be approved by the Responsible Authority. The plan must show:
 - a) A concept layout and treatment for the intersection of the subdivision access road and Stotts Lane which must include signage, kerb and channel and associated pavement widening to accommodate parking as appropriate, right turn slots and deceleration lanes in accordance with condition 17 of this permit.
 - b) Internal road reserve and pavement widths;
 - c) Provision of footpaths, including connection to Stotts Lane;
 - d) A pram crossing across Stotts Lane, north of the proposed intersection;
 - e) Vehicle crossovers, intersection and traffic management treatments including raised pavement treatment and splitter islands as appropriate and utilizing the same kerb and channel and rock paved road entry treatments as the adjoining Tahnee Lodge estate.

Prior to Statement of Compliance

- 6. A Statement of Compliance will not be issued until the owner of the site enters into an agreement under Section 173 of the Planning and Environment Act 1987 with the Responsible Authority which addresses the following matters:
 - a) No building must be constructed outside of a building envelope, within a

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building exclusion area, or an area of defensible space as shown on the endorsed plan except with the further written consent of the Responsible Authority.

- b) No driveway must be constructed outside of a driveway envelope as shown on the endorsed plan except with the further written consent of the Responsible Authority.
- c) Vegetation shown on the endorsed plan as to be retained must not be removed, pruned or damaged except with the written consent of the Responsible Authority.
- d) No cats shall be kept or allowed on the land unless retained within a building or fully enclosed run.

The applicant must cover all costs relating to the preparation and registration of the Agreement (including costs incurred by the Responsible Authority).

The Section 173 Agreement must be registered in accordance with the provisions of Section 181 of the Planning and Environment Act 1987.

Telecommunications Requirements

- 7. The owner of the land must enter into an agreement with:
 - a) A telecommunications network or service provider for the provision of telecommunication services to each lot shown on the endorsed plan in accordance with the provider's requirements and relevant legislation at the time; and
 - b) A suitably qualified person for the provision of fibre ready telecommunication facilities to each lot shown on the endorsed plan in accordance with any industry specifications or any standards set by the Australian Communications and Media Authority, unless the applicant can demonstrate that the land is in an area where the National Broadband Network will not be provided by optical fibre.
- 8. Before the issue of a Statement of Compliance for any stage of the subdivision under the Subdivision Act 1988, the owner of the land must provide written confirmation from:
 - a) A telecommunications network or service provider that all lots are connected to or are ready for connection to telecommunications services in accordance with the provider's requirements and relevant legislation at the time; and
 - b) A suitably qualified person that fibre ready telecommunication facilities have been provided in accordance with any industry specifications or any standards set by the Australian Communications and Media Authority, unless the applicant can demonstrate that the land is in an area where the National Broadband Network will not be provided by optical fibre.

Department of Environment Land Water and Planning

- 9. Before works start, the permit holder must advise all persons undertaking the vegetation removal or works on site of all relevant permit conditions and associated statutory requirements or approvals.
- 10. A Land management plan for the area of open space in the north western corner, prepared to the satisfaction of the responsible authority, must be submitted to and approved by the Responsible Authority.

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11. Before any native vegetation is removed, a Construction Environmental Management Plan (CEMP) prepared to the satisfaction of the responsible authority, must be submitted to and approved by the responsible authority. When approved, the CEMP will be endorsed and form part of this permit. The CEMP must include (but not limited to) the following:
 - a. The location and area of all native vegetation present, including scattered trees, that are permitted to be removed and to be retained under this permit (including trees deemed to be lost but must be retained).
 - b. Detailed description of the measures to be implemented to protect the native vegetation to be retained during construction works, and the person/s responsible for implementation and compliance. These measures must include the erection of a native vegetation protection fence around all native vegetation to be retained on site, to the satisfaction of the responsible authority, including the tree protection zones of all native trees to be retained. All tree protection zones must comply with AS 4970-2009 Protection of Trees on Development Sites, to the satisfaction of the responsible authority.
12. *Prior to the commencement of any development or works the Native Vegetation Removal Report submitted with the application for permit must be revised to reflect the changes to the extent of native vegetation removal resulting from the amendments to the development required by this Permit in accordance with Guidelines for the removal, destruction or lopping of native vegetation (DELWP 2017) to the satisfaction of the Responsible Authority and an offset for the removal of permitted clearing secured.*

The offset as calculated by the report must be secured and must be located within the Port Phillip and Westernport Catchment Management boundary or Frankston municipal area.
13. Before the issue of the Statement of Compliance, evidence that the required offset by this permit has been secured must be provided to the satisfaction of the responsible authority. This evidence must be one or both of the following:
 - a. an established first party offset site including a security agreement signed by both parties, and a management plan detailing the 10-year management actions and ongoing management of the site, and/or
 - b. credit extract(s) allocated to the permit from the Native Vegetation Credit Register.

A copy of the offset evidence will be endorsed by the responsible authority and form part of this permit.
14. Where the offset includes a first party offset(s), the permit holder must provide an annual offset site report to the responsible authority by the anniversary date of the execution of the offset security agreement, for a period of 10 consecutive years. After the tenth year, the landowner must provide a report at the reasonable request of a statutory authority.
15. Within 6 months of the conclusion of the permitted clearing of native vegetation under this permit, the offset requirements can be reconciled with the written agreement of the responsible authority and the Department of Environment, Land, Water and Planning.
16. A suitably qualified wildlife handler or zoologist is to be present when felling

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trees/removing native vegetation, to ensure affected wildlife is not harmed. If displaced wildlife that cannot be relocated on site to an appropriate location away from the construction footprint, or injured wildlife is captured, please contact DELWP on 136 186 for further advice.

(amendments made to DELWP conditions by the Responsible authority are in italics)

Engineering Requirements

17. Prior to commencement of works or the plan of subdivision being certified a detailed design plan for the intersection of the subdivision road and Stotts Lane must be submitted to and approved by the Responsible Authority. The plan must:

- meet appropriate engineering design standards to the satisfaction of the Responsible Authority;
- minimise the removal of native vegetation;
- show and respond to the access to the existing childcare centre on the western side of Stotts Lane; and
- have due regard for the design of Council's Project 1695 – Shared Pathway on Stotts Lane for the western side of Stotts Lane, including provision of a concrete pram crossing and path connecting the footpath in Manor Drive to the proposed shared pathway on the northern side of the intersection

Works to construct intersection and related treatments must be undertaken at the cost of the owner and prior to the issuance of a Statement of Compliance.

18. Prior to the issue of a Statement of Compliance a court bowl must be constructed within the land at the owner's expense at the end of Kensington Avenue to provide a turning facility for vehicles and with a footpath linking this to the footpath in Manor Drive all to the satisfaction of the Responsible Authority.
19. Prior to the issue of a Statement of Compliance the link between Colbert Court and the subdivision road must be landscaped with a pedestrian path constructed kerb to kerb and lighting as appropriate to the satisfaction of the Responsible Authority.
20. Prior to the issue of a Statement of Compliance a pedestrian path must be constructed within the Edinburgh Court road reserve to link the path required within the main reserve in the subdivision to the kerb of the existing court bowl to the satisfaction of the Responsible Authority.
21. Prior to Certification of the plan of Subdivision, a detailed Drainage and Pavement design of the internal stormwater drainage system including drainage computations and the method of connection to the existing Melbourne Water Council drainage infrastructure are to be submitted to the satisfaction of and be approved by the Responsible Authority.
22. Prior to the issue of a Statement of Compliance the drainage reserve at the south-eastern corner of the land must be formed to provide for the overland flow of stormwater with connection to the piped drain at the rear of 33 Colbert Court and the reserve must be landscaped all in accordance with plans and specifications approved by the Responsible Authority.
22. During construction no polluted and/or sediment laden runoff is to be discharged from the site directly or indirectly into Frankston City Council drains or watercourses to the satisfaction of the Responsible Authority.

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23. Stormwater runoff must achieve the following objectives for environmental quality, as set out in the Urban Stormwater Best Practice Environmental Guidelines (CSIRO) 1999.
- 80% retention of the typical annual load of suspended solids;
 - 45% retention of typical annual load of total phosphorous; and
 - 45% retention of typical annual load of total nitrogen
- Water quality works within the subdivision must be provided to achieve compliance with the above best practice standards to the satisfaction of the Responsible Authority.
24. Each lot shown on the endorsed plans must be provided with a stormwater legal point of discharge to the satisfaction of the Responsible Authority.
25. Prior to the issue of a Statement of Compliance, roadworks, drainage and associated works must be provided and constructed at the expense of the developer in accordance with plans and specifications approved by Council. The plans and specifications must include as appropriate details of:
- (a) Detailed road and drainage design generally in accordance with endorsed plans;
 - (b) Road Pavement Design/Makeup
 - (c) Drainage System Design/Layout and 100 year flow paths to be accommodated
 - (d) Service Conduit Plan
 - (e) Permanent Survey Marks / Numbered / Levelled.
 - (f) Traffic Management / Calming devices / Signage / Line marking / Metcon Marking / Signing
 - (g) Kerb and Channel
 - (h) Construction of vehicle crossings for each lot at locations satisfactory to Council
 - (i) Footpaths
 - (j) Cycle/Pedestrian Paths signage as necessary.
 - (k) Street Signs
 - (l) Street Tree Planting
 - (m) Fencing of Municipal and Tree Reserves
 - (n) Filling of land/Placement/Material
 - (o) Street Lighting including at Stotts Lane intersection as required
 - (p) Environmental Site Management Plan
 - (q) Amenity Control during Construction
26. Prior to the issue of a Statement of Compliance for the subdivision;
- (a) as-constructed plans detailing all Water Sensitive Urban Design (WSUD) treatment measures must be provided to the satisfaction of the Responsible Authority; and

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- (b) a maintenance schedule and program must be submitted to the Responsible Authority for approval. The developer must maintain the WSUD treatment measures in accordance with the approved schedule and program; and
 - (c) the end of maintenance for the WSUD measures will be 12 months for all Civil/Hard Edge WSUD and 24 months for all Landscape/Soft Edge WSUD to the satisfaction of the Responsible Authority.
27. Prior to the issue of a Statement of Compliance "as constructed" drawings and data must be submitted to the satisfaction of the Responsible Authority in the following format. Engineering drawings/data in "MapInfo Native or MIF/MID" and pdf digital format. As constructed digital data of the drainage information component of the subdivision, in accordance with the current version of D-SPEC* As constructed digital data of the road information component of the subdivision, in accordance with the current version of R-SPEC*.
28. Water Sensitive Urban Design installations must incorporate planting with appropriate indigenous plant species to reduce nutrients and pollution in run-off entering the environment

Construction Environmental Management Plan

- 30 Prior to the certification of the plan of subdivision and/or commencement of works (including native vegetation removal) a Construction Environmental Management Plan must be submitted to and be approved by the Responsible Authority. When approved the information will be endorsed and then form part of the permit. Any plans submitted as part of the information must be drawn to scale with dimensions and three copies must be provided. The Plan is to include details of the following:
- a) Identification of possible risks throughout the construction process and response measures/ procedures to be implemented to ensure that no significant adverse environmental impacts occur, including by not limited to:
 - i. Erosion control during and post-construction.
 - ii. Sediment run-off control.
 - iii. Vegetation protection.
 - iv. Identification and presence of significance bird species prior to and during construction.
 - v. Minimising weed and pathogen spread.
 - vi. Construction equipment access to the site and storage locations.
 - vii. Access arrangements for construction vehicles, which must be directly to/from Stotts Lane and travel via a route to Golf Links Road only, unless with the written consent of the Responsible Authority
 - b) Details on who will implement and oversee the on-ground environmental management.
31. 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

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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 to works within the existing road reserves, in addition to the planning permit.

No additional tree removal

32. Except with the further written consent of the Responsible Authority, no vegetation (other than that indicated on the endorsed plan, or exempt from planning permission under the provisions of the Frankston Planning Scheme) shall be damaged, removed, destroyed or lopped.

Tree Pruning

33. All pruning of trees identified on the endorsed plans to be retained is to be carried out by a qualified and experienced arborist who has a thorough knowledge of tree physiology and pruning methods. Pruning must be carried out in accordance with Australian Standard AS4373- 2007 Pruning of Amenity Trees.
34. Any pruning or removal of tree limbs, particularly hollow-baring tree limbs, must be to the minimum extent necessary.
35. Any root pruning of the root system of any tree to be retained is to be undertaken by hand by a qualified arborist and to the satisfaction of the Responsible Authority.

Tree and Vegetation Protection

36. Prior to the commencement of works (including native vegetation removal) hereby permitted Tree Protection Fencing defined by a 1.8 metre high temporary fence constructed using steel or timber posts fixed in the ground or to a concrete pad, with the fence's side panels to be constructed of cyclone mesh wire or similar strong metal mesh or netting with a high visibility plastic hazard tape, must be installed in locations for the protection of all trees and vegetation to be retained to the satisfaction of the Responsible Authority. A fixed sign is to be provided on all visible sides of the Tree Preservation Fencing, stating "Tree Preservation Zone – No entry without permission from the City of Frankston".

Unless approved by Council in an endorsed or approved plan, the below requirements must be observed within all Tree Protection Fences.

- (a) no vehicular or pedestrian access;
- (b) the existing soil level must not be altered either by fill excavation;
- (c) the soil must not be compacted or the soil's drainage changed;
- (d) no fuels, oils, chemicals, poisons, rubbish and other materials harmful to trees are to be stored or dispersed;
- (e) no storage of equipment, machinery or material is to occur;
- (f) open trenching to lay underground services e.g.: drainage, water, gas, etc. must not be used unless approved by the Responsible authority to tunnel beneath;
- (g) Nothing whatsoever, including temporary services wires, nails, screws or any other fixing device, is to be attached to any tree;
- (h) no building or any other structure is to be erected;
- (i) tree roots must not be severed or injured; and

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- (j) machinery must not be used to remove any existing concrete, bricks or other materials; Any works undertaken within the bounds of the Tree Protection Fencing must accord with the management techniques, recommendations or the like contained within any endorsed or approved plan.
37. Vegetation removal and disposal must not damage vegetation or trees to be retained and to drainage lines and/or water courses to the satisfaction of the Responsible Authority. Removal of Vegetation within all Tree Protection Zones as approved by this permit must be undertaken under the supervision of a suitably qualified arborist, to the satisfaction of the Responsible Authority.
38. Within three (3) months of the felling of trees and removal of vegetation approved under this permit, all tree and vegetation materials not required to be maintained within a reserve for ecological habitat shall be mulched or removed from the site to the satisfaction of the Responsible Authority.
39. Root sensitive permeable paving such as 'on-ground' or 'no-dig' paving (or similar) are to be used where any part of the proposed paving including roads and footpaths comes within the tree protection zone of any tree to be retained, unless with the further written consent of the Responsible Authority.

Reserves: Landscape and Management Plans

41. Before the commencement of works (including native vegetation removal) or the Plan of Subdivision is certified under the Subdivision Act 1988, a Reserve Landscape and Management Plan for each reserve prepared to the satisfaction of the Responsible Authority by a suitably qualified landscape designer/drainage engineer/ecologist as appropriate must be submitted to and approved by the Responsible Authority. When approved, the plan will be endorsed and will then form part of the permit. The plan must be drawn to scale with dimensions and three copies must be provided. The plan must show:
- (a) Overall environmental, drainage and recreational objectives for the reserve as relevant with a focus of conserving and enhancing its ecological values and the management actions required for their achievement.
 - (b) A survey (including botanical names) of all existing vegetation to be retained and/or removed and any arboricultural recommendations such as pruning works required to be undertaken including provision for asset protection from bushfire for adjoining residential properties and retention of existing trees as roosting sites for the Powerful Owl albeit not being of indigenous species as appropriate.
 - (c) Details of surface finishes of pathways.
 - (d) A planting schedule of all proposed trees, shrubs and ground covers, including botanical names, common names, pot sizes, size at maturity and quantities of each plant where bushland regeneration is appropriate.
 - (e) Details of weed removal activities, including weed targets, methods and timing for control.
 - (f) A planting theme of 100% indigenous species (Heathy Woodland EVC - 48) unless otherwise agreed by the Responsible Authority.
 - (g) Retention of suitable felled trees from the land within the main reserve for habitat value.
 - (h) Fencing and path specifications and locations.

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- (i) Sign design and locations.
 - (j) Furniture specifications and locations.
 - (k) Three year management schedule, timing and costings of all works.
 - (l) Bushfire protection management having regard to the requirements of Condition 6.
 - (l) Timing of handover of the reserve to Council.
42. Prior to issuance of a Statement of Compliance, all Reserve management landscaping works, including fencing, signage, path construction, furniture construction, weed removal, plantings and associated works must be completed to the satisfaction of the Responsible Authority and constructed at the expense of the developer in accordance with plans and specifications approved by the Responsible Authority.
43. Unless otherwise agreed in writing by the Responsible Authority, soft landscaping within the Reserves will be maintained at no cost to the Responsible Authority for a period of three years following the date of issue of the Certificate of Practical Completion.
44. Before the commencement of the works (including native vegetation removal), a quote, which is prepared by a suitably qualified person or firm, must be submitted to and approved by the Responsible Authority. The quote must provide details of the costs to maintain the approved Reserve Management and Landscape Plans on the subject site for a three year period, in accordance with the approved landscape plans. Once approved, 150% of the cost quoted must be paid by the developer to Frankston City Council as a maintenance bond prior to the issue of a Statement of Compliance for the final stage of the subdivision.

At the end of the three year maintenance period for the Reserves, the Developer must contact the Responsible Authority to organise an inspection of the Reserves.

If the Responsible Authority is satisfied that all of the conditions of the Reserve Management and Landscape Plans have been met, the maintenance bond(s) originally paid will be refunded to the developer.

Fire Rescue Victoria

45. Before the statement of compliance is issued under the Subdivision Act 1988 the owner must enter into an agreement with the responsible authority under Section 173 of the Planning and Environment Act 1987. The agreement must:
- a) State that it has been prepared for the purpose of an exemption from a planning permit under Clause 44.06-2 of the Frankston Planning Scheme.
 - b) Incorporate the plan prepared in accordance with Clause 53.02-4.4 of this planning scheme and approved under this permit.
 - c) State that if a dwelling is constructed on the land without a planning permit that the bushfire protection measures set out in the plan incorporated into the agreement must be implemented and maintained to the satisfaction of the responsible authority on a continuing basis.

The land owner must pay the reasonable costs of the preparation, execution and registration of the Section 173 Agreement.

46. Before certification, an amended Bushfire Management Plan must be prepared in

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accordance with the requirements of this Permit inclusive of Condition 6 to the satisfaction of the Responsible Authority in consultation with the CFA then submitted to and endorsed by the Responsible Authority. When endorsed the plan must not be altered without the written consent of CFA and the Responsible Authority. The Bushfire Management Plan must show the following bushfire mitigation measures:

Defendable space

- a) All residential lots must be managed as defendable space where vegetation (and other flammable materials) will be modified and managed in accordance with the following requirements:
- Grass must be short cropped and maintained during the declared fire danger period.
 - All leaves and vegetation debris must be removed at regular intervals during the declared fire danger period.
 - Within 10 metres of a building, flammable objects must not be located close to the vulnerable parts of the building.
 - Plants greater than 10 centimetres in height must not be placed within 3m of a window or glass feature of the building.
 - Shrubs must not be located under the canopy of trees.
 - Individual and clumps of shrubs must not exceed 5 sq. metres in area and must be separated by at least 5 metres.
 - Trees must not overhang or touch any elements of the building.
 - The canopy of trees must be separated by at least 5 metres.
 - There must be a clearance of at least 2 metres between the lowest tree branches and ground level.

Construction standards

- b) Any dwelling constructed on lots 1001, 1013-1022 (inclusive), 2001, 2022 & 2023 must be a Bushfire Attack Level of 19 (BAL-19) or greater. All other lots in the subdivision must be a Bushfire Attack Level of 12.5 (BAL-12.5) or greater.

Water supply

- d) 5,000 litres of effective water supply for fire fighting purposes must be provided on all residential lots which meets the following requirements:
- It must be stored in an above ground water tank constructed of concrete or metal.
 - All fixed above-ground water pipes and fittings required for fire fighting purposes must be made of corrosive resistant metal.

Building envelopes

- e) No buildings shall be constructed within areas of Defendable Space as shown on '*Subdivision Layout Plan – August 2021 Project/Drawing No. 319/0782-U-01 DR02 Rev 03 dated 12.08.2021 by Tract*'.

Initial implementation of defendable space

47. Prior to the issue of a Statement of Compliance under the Subdivision Act 1988

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the defensible space requirements on the endorsed Bushfire Management Plan must be implemented or an alternative arrangement to the satisfaction of CFA.

Fire hydrants

48. Prior to the issue of a Statement of Compliance under the Subdivision Act 1988 above or below ground operable hydrants must be provided.

The maximum distance between these hydrants and the rear of all building envelopes (or in the absence of building envelopes, the rear of the lots) must be 120 metres and the hydrants must be no more than 200 metres apart. These distances must be measured around lot boundaries.

The hydrants must be identified with marker posts, white road triangles and blue road reflectors as applicable to the satisfaction of CFA.

Roads

49. Prior to the issue of a Statement of Compliance under the Subdivision Act 1988, roads must be constructed to the satisfaction of CFA.

The layout of the roads must be generally in accordance with what is shown on the endorsed Bushfire Management Plan.

Roads must be accessible in all weather conditions and capable of accommodating a vehicle of 15 tonnes for the trafficable road width.

Roads must have a minimum trafficable width of 3.5 metres and be clear of encroachments for at least 0.5 metres on each side and 4 metres above the access way.

Melbourne Water

50. Prior to the issue of a Statement of Compliance, the Owner shall enter into and comply with an agreement with Melbourne Water Corporation for the acceptance of surface and storm water from the subject land directly or indirectly into Melbourne Water's drainage systems and waterways, the provision of drainage works and other matters in accordance with the statutory powers of Melbourne Water Corporation.
51. Prior to a Statement of Compliance, a drainage strategy for the development must be submitted to Melbourne Water demonstrating the proposed alignment for the 20% AEP flows and drainage infrastructure and the overland flow paths directions for the 1% AEP flood event, to the satisfaction of Melbourne Water.
52. Prior to the issue of a Statement of Compliance, Council approved drainage plans of the subdivision (in electronic format) are to be forwarded to Melbourne Water for our records.
53. Any road or access way intended to act as a stormwater overland flow path must be designed and constructed to comply with the floodway safety criteria either as outlined in Melbourne Water's Land Development Manual, or where appropriate to Council's requirements and standards.
54. All new lots must be filled 600mm above the 1% AEP flood level for a new or existing Melbourne Water waterway and/or 300mm above a 1% AEP flow path associated with Melbourne Water's drainage system.
55. Prior to a Statement of Compliance, a Certified Survey Plan is to be submitted for approval after the completion of filling, verifying that the specified fill levels have been achieved.

**11.1 Planning Application 182/2020/P - Staged Subdivision of the land into 44 Lots at
86-88 Stotts Lane Frankston South****Officers' Assessment**

56. Prior to the commencement of works, a separate application direct to Melbourne Water's Asset Services team must be made for formal approval, must be made before any new or modified connection is made to a Melbourne Water asset.
57. Stormwater runoff from the subdivision must achieve State Environment Protection Policy (Waters of Victoria) objectives for environmental management of stormwater as set out in the 'Urban Stormwater Best Practice Environmental Management Guidelines (CSIRO) 1999'.
58. Prior to a Statement of Compliance, a Site Management Plan detailing pollution and sediment control measures, must be submitted to Melbourne Water for our review and records.
59. The Plan of Subdivision must be referred to Melbourne Water, in accordance with Section 8 of the Subdivision Act 1988.

South East Water

60. The owner of the subject land must enter into an agreement with South East Water for the provision of drinking water supply and fulfil all requirements to its satisfaction.
61. The owner of the subject land must enter into an agreement with South East Water for the provision of sewerage and fulfil all requirements to its satisfaction.
62. Prior to certification, the Plan of Subdivision must be referred to South East Water, in accordance with Section 8 of the Subdivision Act 1988.
63. The Plan of Subdivision must be accompanied by an Owners Corporation Schedule. All lots shown on the Plan of Subdivision must be included in the Owners Corporation Schedule.

Or,

the owner of the subject land can enter into an agreement with South East Water for the provision of separate services to each individual lot.

64. The certified Plan of Subdivision will need to show sewerage and water supply easements over all existing and/or proposed South East Water sewer and water mains located within the land, to be in favour of South East Water Corporation pursuant to Section 12(1) of the Subdivision Act.

United Energy

65. The plan of subdivision submitted for certification must be referred to United Energy Distribution Pty Ltd in accordance with Section 8 of the subdivision Act 1988.
66. The applicant must –
 - Enter into an agreement with United Energy Distribution Pty Ltd for the extension, upgrading or rearrangement of the electricity supply to lots on the plan of subdivision. A payment to cover the cost of such work will be required.
 - Provide electricity easements internal and external to the subdivision in favour of United Energy Distribution Pty Ltd to service the lots on the plan of subdivision and/or abutting lands as required by United Energy Distribution Pty Ltd. The provision of reserves for electricity substations may also be required.

**11.1 Planning Application 182/2020/P - Staged Subdivision of the land into 44 Lots at
86-88 Stotts Lane Frankston South****Officers' Assessment**Utility Requirements

67. The owner of the land must enter into agreements with the relevant authorities for the provision of water supply, drainage, sewerage facilities, electricity, gas and telecommunication services to each lot shown on the endorsed plan in accordance with the authority's requirements and relevant legislation at the time.
68. All existing and proposed easements and sites for existing or required utility services and roads on the land must be set aside in the plan of subdivision submitted for certification in favour of the relevant authority for which the easement or site is to be created.
69. The plan of subdivision submitted for certification under the Subdivision Act 1988 must be referred to the relevant authority in accordance with Section 8 of that Act.

Permit Expiry

70. This permit will expire if:
- a. The subdivision is not certified within two (2) years of the date of this permit; or
 - b. The subdivision is not registered within five (5) years of the date of certification.

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

Permit Notes**A. Asset Protection Permit**

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

B. Extension of Time

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

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

C. Variation to Planning Permit

Any request for a variation of this Permit shall be lodged with the relevant fee as determined under the Planning & Environment (Fees) Regulations 2016.

D. Street Addressing

Street addresses are allocated by Council. It is a requirement under Frankston City Council Community Local Law 2020 Part 2.12 for the owner or occupier of each property to clearly display the street numbering allocated by Council.

**11.1 Planning Application 182/2020/P - Staged Subdivision of the land into 44 Lots at
86-88 Stotts Lane Frankston South****Officers' Assessment**

Proposed street addresses can be obtained by contacting Council's Rates Department on 1300 322 322.

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

E. Drainage Inspection

Once the required drainage works have been completed they must be inspected and approved by Council. To arrange a Drainage Inspection, please contact Engineering Services on 1300 322 322.

F. South East Water

The following South East Water agreement options are available:

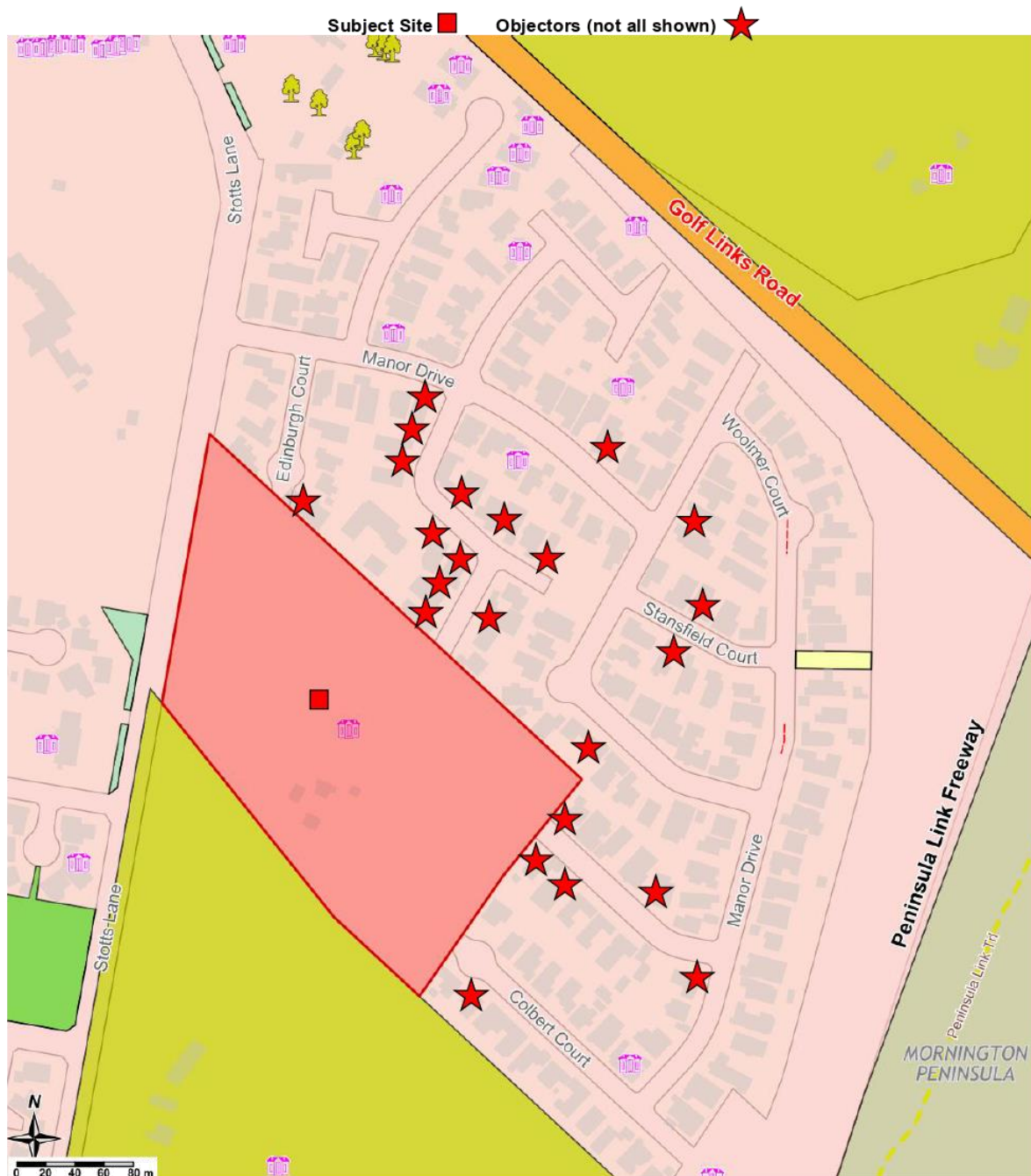
- a. Application to enter into a Development Agreement – Works – If South East Water reticulated sewer/water/recycled water (as applicable) is required to be extended to service lots within the development
- b. Application to enter into an agreement – Non Works - If South East Water reticulated sewer/water/recycled water (as applicable) is available to the development and the owner only requires Statement of Compliance to release the titles (i.e. subdivision prior to building).
- c. Plumbing Industrial, Commercial, Units & Private Water application – If south East Water reticulated sewer/water/recycled water (as applicable) is available to the development and the owner wishes to commence construction of the building/s (i.e. building prior to subdivision).

G. DELWP Permit Note

Within the area of native vegetation to be retained and any tree protection zone associated with the permitted use and/or development, the following is prohibited:

- a) Any vehicle or pedestrian access, trenching or soil excavation, and
- b) Storage or dumping of any soils, materials, equipment, vehicles, machinery or waste products, and
- c) Entry or exit pits for underground services, and
- d) Any other actions or activities that may result in adverse impacts to retained native vegetation.

Planning Application 182/2020/P – 86-88 Stotts Lane Frankston South



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Projection: GDA2020 / MGA zone 55

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Planning Application 182/2020/P – 86-88 Stotts Lane Frankston South

Subject Site 



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Projection: GDA2020 / MGA zone 55

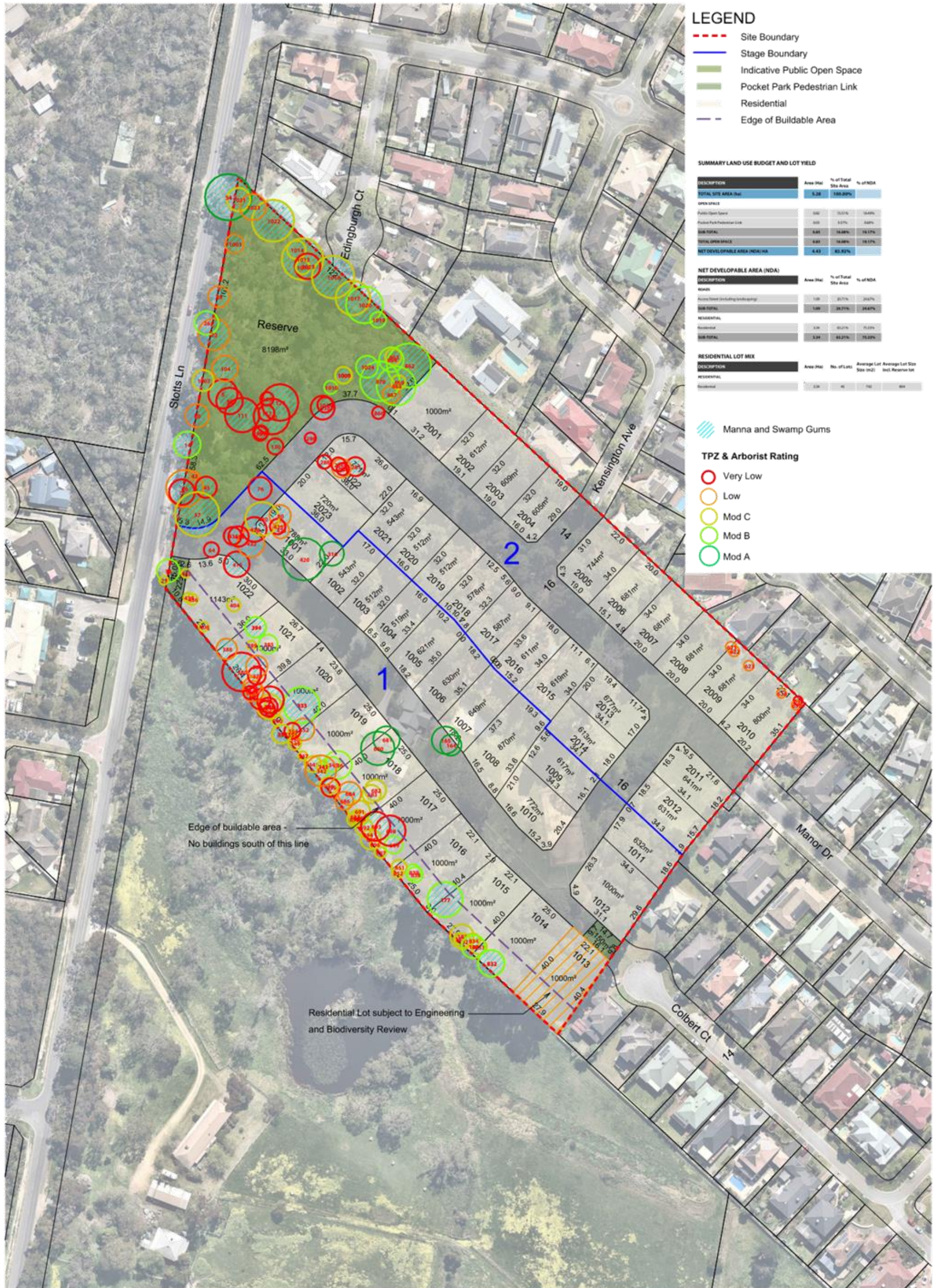
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LEGEND

- Site Boundary
- Stage Boundary
- Indicative Public Open Space
- Pocket Park Pedestrian Link
- Residential
- Edge of Buildable Area

SUMMARY LAND USE BUDGET AND LOT YIELD

DESCRIPTION	Area (Ha)	% of Total Site Area	% of NDA
TOTAL SITE AREA (Ha)	5.28	100.00%	
OPEN SPACE			
Public Open Space	0.80	15.17%	16.67%
Pocket Park Pedestrian Link	0.03	0.57%	0.63%
SUB TOTAL	0.83	15.74%	17.30%
TOTAL OPEN SPACE	0.83	15.74%	17.30%
NET DEVELOPABLE AREA (NDA) (Ha)	4.45	84.26%	

NET DEVELOPABLE AREA (NDA)

DESCRIPTION	Area (Ha)	% of Total Site Area	% of NDA
ROADS			
Access Street (including landscaping)	1.08	20.47%	24.27%
SUB TOTAL	1.08	20.47%	24.27%
RESIDENTIAL			
Residential	3.37	63.71%	75.73%
SUB TOTAL	3.37	63.71%	75.73%

RESIDENTIAL LOT MIX

DESCRIPTION	Area (Ha)	No. of Lots	Average Lot Size (m ²)	Average Lot Size (m ²)
RESIDENTIAL				
Residential	3.37	85	162	162

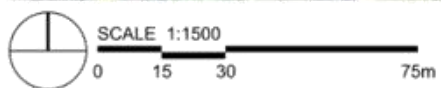
Manna and Swamp Gums

TPZ & Arborist Rating

- Very Low
- Low
- Mod C
- Mod B
- Mod A

Edge of buildable area -
No buildings south of this line

Residential Lot subject to Engineering
and Biodiversity Review



Subdivision Layout Plan

86-88 Stotts Ln Frankston South

PROJIDRG NO. 319-0782-U-01 DR02

REV 07 DRAWN MH

CHKD MN

APPD MN

DATE 06.11.2020

Tract



LEGEND

Site Boundary

Indicative Public Open Space

Pocket Park/ Pedestrian Link

Drainage Reserve

Residential

Defendable Space

Trees to be Retained

SUMMARY LAND USE BUDGET AND LOT YIELD

DESCRIPTION	Area (Ha)	% of Total Site Area	% of NDA
TOTAL SITE AREA (Ha)	5.28	100.00%	
OPEN SPACE			
Public Open Space	0.02	0.37%	0.00%
Pocket Park/ Pedestrian Link	0.08	1.49%	1.89%
Drainage Reserve	0.04	0.76%	0.93%
SUB TOTAL	0.14	2.62%	3.82%
TOTAL OPEN SPACE	0.14	2.62%	3.82%
NET DEVELOPABLE AREA (NDA) HA	4.35	82.27%	

NET DEVELOPABLE AREA (NDA)

DESCRIPTION	Area (Ha)	% of Total Site Area	% of NDA
ROADS			
Access Street (including landscaping)	1.13	21.29%	25.98%
SUB TOTAL	1.13	21.29%	25.98%
RESIDENTIAL			
Residential	3.22	60.98%	74.02%
SUB TOTAL	3.22	60.98%	74.02%

RESIDENTIAL LOT MIX

DESCRIPTION	Area (Ha)	No. of Lots	Average Lot Size (m²)
RESIDENTIAL			
Residential	3.22	44	732

Executive Summary**11.2 Statutory Planning Progress Report - July 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 July 2021.

Recommendation (Director Communities)

That Council:

1. Receives the Statutory Planning Progress Report for the month of July 2021; and
2. Resolves Attachment B - Applications of Councillor Interest to be retained as 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 July 2021, 115 applications for planning permits or amendments to permits were received, and 80 applications determined. A total of 80% 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 due to increasing work volumes and 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 approximately 350 undecided planning permits, amendment to planning permits, and plan approval applications currently with Council.
- Over the period, three decisions related to multi-dwelling applications. Two of these applications complied with the Multi-Dwelling Visitor Car Parking Guidelines.

11.2 Statutory Planning Progress Report - July 2021**Executive Summary**

- No VCAT decisions were handed down during the period. An application for review of Council's decision relating to a rooming house at 70 Potts Road, Langwarrin (158/2020/P), was withdrawn.
- Also included in this progress report is the list of 'applications of interest' at Attachment B 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.

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.

Consultation

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

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

Analysis (Environmental / Economic / Social Implications)

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

Legal / Policy / Council Plan 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.

Officer's Declaration of Interests

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

11.2 Statutory Planning Progress Report - July 2021**Executive Summary****Risk Mitigation**

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

Conclusion

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

ATTACHMENTS

Attachment A: [↓](#) Statutory Planning Progress Report - July 2021

Attachment B: Applications of Councillor Interest - July 2021 - **CONFIDENTIAL**

Progress Report – Planning Applications Received For The Application Date: From 1/07/2021 To 31/07/2021				
<u>Application No</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Date</u>
308/2021/P	North-East	37 Elm Grove, Langwarrin 3910	To construct one (1) double storey dwelling to the rear of the existing dwelling in a General Residential Zone (GRZ) and to subdivide the land into two (2) lots in a General Residential Zone (GRZ)	1/07/2021
314/2021/P	North-East	42 Buontempo Road, Carrum Downs 3201	To subdivide the land into two (2) lots in an Industrial 1 Zone (IN1Z)	2/07/2021
315/2021/P	North-East	38 Buontempo Road, Carrum Downs 3201	To subdivide the land into twenty seven (27) lots in an Industrial 1 Zone (IN1Z)	5/07/2021
323/2021/P	North-East	169 Ballarto Road, Carrum Downs 3201	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) and Bushfire Management Overlay Schedule 1 (BMO1) and to alter access to a Road in a Road Zone Category 1	6/07/2021
334/2021/P	North-East	33 Bellbird Court, Langwarrin 3910	To construct an outbuilding in a Design and Development Overlay Schedule 4 (DDO4) and Bushfire Management Overlay (BMO)	8/07/2021
341/2021/P	North-East	51 Paddington Avenue, Carrum Downs 3201	To subdivide the land into two (2) lots in a General Residential Zone (GRZ)	14/07/2021
348/2021/P	North-East	44 Bushlark Drive, Carrum Downs 3201	To construct one (1) double storey dwelling to rear of existing dwelling (two (2) dwellings on a lot) in a General Residential Zone (GRZ).	15/07/2021
101/2021/P/VS	North-East	43 Aster Avenue, Carrum Downs 3201	To construct buildings and works (overhead crane) in an Industrial 1 Zone (IN1Z)	16/07/2021
359/2021/P	North-East	26 Juliana Drive, Carrum Downs 3201	To subdivide the land into two (2) lots in a General Residential Zone (GRZ)	16/07/2021
363/2021/P	North-East	59 Edward Street, Langwarrin 3910	The construction of one (1) single storey dwelling to rear of existing dwelling (two (2) dwellings on a lot) in a General Residential Zone (GRZ)	20/07/2021

Progress Report – Planning Applications Received For The Application Date: From 1/07/2021 To 31/07/2021				
<u>Application No</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Date</u>
104/2021/P/VS	North-East	100 Ballarto Road, Carrum Downs 3201	To construct buildings and works for two (2) outbuildings associated with a Section 2 use in a General Residential Zone and to construct a building and construct and carry out works in a Bushfire Management Overlay (BMO)	20/07/2021
367/2021/P	North-East	50 Maria Drive, Langwarrin 3910	To construct one (1) double storey dwelling to the front of an existing dwelling (two (2) dwellings on a lot) in a General Residential Zone (GRZ)	20/07/2021
375/2021/P	North-East	774-842 Frankston-Dandenong Road, Carrum Downs 3201	Two (2) lot subdivision	22/07/2021
377/2021/P	North-East	80 Turner Road, Langwarrin 3910	To construct alterations and additions to an existing dwelling in a Bushfire Management Overlay (BMO)	23/07/2021
108/2021/P/VS	North-East	11 Aster Avenue, Carrum Downs 3201	To undertake works (sculpture installation) in an Industrial 1 Zone (IN1Z)	23/07/2021
383/2021/P	North-East	64 Hillcrest Drive, Langwarrin 3910	To construct a fence	27/07/2021
386/2021/P	North-East	54 Kelvin Grove, Langwarrin 3910	To construct an outbuilding in a Rural Conservation Zone Schedule 1 (RCZ1)	27/07/2021
385/2021/P	North-East	86 McClelland Drive, Langwarrin 3910	To construct and use the land for a dependant persons unit in a Rural Conservation Zone Schedule 2 (RCZ2) and to construct a dependant persons unit in a Bushfire Management Overlay	27/07/2021
400/2021/P	North-East	250 Wedge Road, Skye 3977	Staged Multi Lot Subdivision, Development of a single dwelling on each lot less than 300sqm, Removal of native vegetation and associated works (earthworks and creation of easements)	30/07/2021
399/2021/P	North-East	14 Cedar Street, Langwarrin 3910	To construct two (2) double storey dwellings on a lot in a General Residential Zone (GRZ)	30/07/2021
North-East Ward - 20				
93/2021/P/VS	North-West	Karingal Bowling Club 238-250 Skye Road, Frankston 3199	To construct buildings and works associated with a Section 2 Use in a General Residential Zone (GRZ)	2/07/2021

Progress Report – Planning Applications Received For The Application Date: From 1/07/2021 To 31/07/2021				
<u>Application No</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Date</u>
313/2021/P	North-West	48 Pine Street, Frankston North 3200	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)	2/07/2021
309/2021/P	North-West	35 Coolgardie Street, Frankston North 3200	To subdivide the land into two (2) lots in a General Residential Zone (GRZ)	2/07/2021
95/2021/P/VS	North-West	332-334 Cranbourne Road, Frankston 3199	To construct buildings and works in a Commercial 1 Zone (B1Z) and to erect and display business identification signage	5/07/2021
318/2021/P	North-West	26 Overton Road, Frankston 3199	To erect and display business identification signage in a Commercial 2 Zone (C2Z)	5/07/2021
316/2021/P	North-West	28 New Street, Frankston 3199	To use the land for a Indoor Recreation Centre in a Commercial 2 Zone (C2Z)	5/07/2021
321/2021/P	North-West	1 Tyrone Street, Seaford 3198	To construct two (2) double storey dwellings on a lot and to subdivide the land into two (2) lots in a General Residential Zone (GRZ)	6/07/2021
330/2021/P	North-West	16 Fortescue Avenue, Seaford 3198	To construct two (2) double storey dwellings on a lot in a General Residential Zone (GRZ)	8/07/2021
333/2021/P	North-West	42 Nepean Highway, Seaford 3198	To construct five (5) double storey dwellings on a lot in a Mixed Use Zone (MUZ), to construct a building and construct and carry out works in a Design and Development Overlay Schedule 5 (DDO5) and to alter access to a road in a Road Zone Category 1	9/07/2021
360/2021/P	North-West	34 Brentwood Crescent, Frankston 3199	Variation of Restrictive Covenant	13/07/2021
357/2021/P	North-West	70 Seaford Grove, Seaford 3198	Eight (8) lot subdivision	15/07/2021
358/2021/P	North-West	1 Riversdale Avenue, Seaford 3198	Three (3) lot subdivision	15/07/2021
357/2021/P	North-West	68 Seaford Grove, Seaford 3198	Eight (8) lot subdivision	15/07/2021
343/2021/P	North-West	30 Nepean Highway, Seaford 3198	To extend the area where liquor is allowed to be sold and consumed	15/07/2021

Progress Report – Planning Applications Received For The Application Date: From 1/07/2021 To 31/07/2021				
<u>Application No</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Date</u>
361/2021/P	North-West	6-8 Kookaburra Street, Frankston 3199	To construct an extension to an existing building and a new building associated with car sales in a Commercial 2 Zone (C2Z) and Special Building Overlay (SBO)	19/07/2021
368/2021/P	North-West	34 Johnstone Street, Seaford 3198	To subdivide the land into three (3) lots in a General Residential Zone (GRZ)	20/07/2021
373/2021/P	North-West	12 Glen Alvie Street, Seaford 3198	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)	22/07/2021
378/2021/P	North-West	6/51-52 Nepean Highway, Seaford 3198	To construct an extension (verandah) to an existing dwelling on a lot less than 300 square metres in a General Residential Zone (GRZ) and Land Subject to Inundation Overlay (LSIO)	26/07/2021
111/2021/P/VS	North-West	1 Robinsons Road, Seaford 3198	To construct buildings and works in Special Building Overlay (SBO)	27/07/2021
396/2021/P	North-West	176-178 Nepean Highway, Seaford 3198	To construct and use the land for a service station and convenience restaurant in a General Residential Zone Schedule 3 (GRZ3), To construct a building or construct or carry out works within a Design and Development Overlay Schedule 6 (DD06), To create or alter access to a road in a Road Zone Category 1 (RDZ1)	30/07/2021
394/2021/P	North-West	313 Frankston-Dandenong Road, Frankston North 3200	To construct one (1) single storey to rear of existing dwelling (two (2) dwellings on a lot) in a General Residential Zone and to alter access to a road in a Road Zone Category 1	30/07/2021
North-West Ward - 21				

Progress Report – Planning Applications Received For The Application Date: From 1/07/2021 To 31/07/2021				
<u>Application No</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Date</u>
2/2021/P	South	1 Scenic Close, Frankston South 3199	The construction of one (1) single storey dwelling in a Design and Development Overlay Schedule 1 (DDO1), to undertake works within the tree protection zone of a substantial tree and to remove a substantial tree in a Significant Landscape Overlay Schedule 3 (SLO3) and to remove native vegetation under Clause 52.17 Native Vegetation of the Frankston Planning Scheme	2/07/2021
310/2021/P	South	16 Denbigh Street, Frankston 3199	To subdivide the land into three (3) lots in a General Residential Zone (GRZ) and Design and Development Overlay Schedule 6 (DDO6)	2/07/2021
337/2021/P	South	138 Weeroona Road, Langwarrin South 3911	To construct buildings and works (pavilion, pergola and outbuilding) in a Design and Development Overlay Schedule 4 (DDO4) and Bushfire Management Overlay (BMO)	6/07/2021
317/2021/P	South	410 Robinsons Road, Langwarrin South 3911	Use and development of a 245 place child care centre, vegetation removal and associated buildings and works in a Low Density Residential Zone (LDRZ)	6/07/2021
328/2021/P	South	9 Clemac Close, Langwarrin South 3911	To construct extensions to an existing dwelling in a Design and Development Overlay Schedule 4 (DDO4)	7/07/2021
329/2021/P	South	9 Bayview Road, Frankston 3199	To construct two (2) double storey dwellings on a lot in a General Residential Zone (GRZ)	7/07/2021
324/2021/P	South	42 Hillcrest Road, Frankston 3199	To subdivide the land into three (3) lots in a General Residential Zone (GRZ)	7/07/2021
15/2021/P	South	27 Gweno Avenue, Frankston 3199	Satisfaction Matters	8/07/2021
332/2021/P	South	13 Neil Street, Frankston South 3199	To construct a verandah in a Design and Development Overlay Schedule 9 (DDO9)	9/07/2021
107/2021/P/VS	South	3 Derinya Drive, Frankston South 3199	To construct a garage and carport in a Design and Development Overlay Schedule 1 (DDO1)	14/07/2021

Progress Report – Planning Applications Received For The Application Date: From 1/07/2021 To 31/07/2021				
<u>Application No</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Date</u>
342/2021/P	South	10 Kuranda Street, Langwarrin 3910	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)	14/07/2021
47/2021/P	South	5 Amberley Crescent, Frankston South 3199	To construct alterations and additions to an existing dwelling on a lot in a Design and Development Overlay Schedule 9. (DDO9)	15/07/2021
345/2021/P	South	657 Nepean Highway, Frankston South 3199	To remove two (2) substantial trees and to construct a front fence in a Significant Landscape Overlay Schedule 4 (SLO4)	15/07/2021
344/2021/P	South	104 Highfield Drive, Langwarrin South 3911	To subdivide the land into two (2) lots in a General Residential Zone (GRZ)	15/07/2021
102/2021/P/VS	South	3 Goldthorp Court, Frankston South 3199	To construct an outbuilding in a Design and Development Overlay Schedule 1 (DDO1)	16/07/2021
100/2021/P/VS	South	2 Hendra Court, Frankston South 3199	To construct buildings and works to an outbuilding in a Design and Development Overlay Schedule 1 (DDO1)	16/07/2021
362/2021/P	South	57 Donald Road, Langwarrin 3910	To remove and prune native vegetation in a Significant Landscape Overlay Schedule 1 (SLO1) and Environmental Significance Overlay Schedule 1 (ESO1)	19/07/2021
103/2021/P/VS	South	13 Sandgate Avenue, Frankston 3199	To construct an extension to an existing dwelling in a Special Building Overlay (SBO)	20/07/2021
369/2021/P	South	38 Gowrie Avenue, Frankston South 3199	To construct buildings and works to an existing dwelling and a domestic swimming pool in a Design and Development Overlay Schedule 9 (DDO9) and to remove two (2) substantial trees in a Significant Landscape Overlay Schedule 4 (SLO4)	20/07/2021
370/2021/P	South	Shop 17/Ground Flr 28 Beach Street, Frankston 3199	To erect and display business identification signage	21/07/2021
105/2021/P/VS	South	38 Brighton Street, 38 Gowrie Avenue, Frankston South 3199	To remove one (1) substantial tree in a Significant Landscape Overlay Schedule 4 (SLO4)	21/07/2021

Progress Report – Planning Applications Received For The Application Date: From 1/07/2021 To 31/07/2021				
<u>Application No</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Date</u>
106/2021/P/VS	South	62 Rosedale Grove, Frankston South 3199	To construct and outbuilding and verandah to an existing dwelling in a Design and Development Overlay Schedule 1 (DDO1)	22/07/2021
376/2021/P	South	81 Donald Road, Langwarrin 3910	To construct additions to an existing dwelling in a Design and Development Overlay Schedule 4 (DDO4)	23/07/2021
109/2021/P/VS	South	5 Heritage Avenue, Frankston South 3199	To remove one (1) substantial tree in a Significant Landscape Overlay Schedule 4 (SLO4)	26/07/2021
84/2021/P	South	490 Robinsons Road, Langwarrin South 3911	To construct an outbuilding in a Design and Development Overlay Schedule 4 (DDO4) and Bushfire Management Overlay Schedule 1 (BMO)	27/07/2021
391/2021/P	South	29 Neil Street, Frankston South 3199	To construct an extension to an existing dwelling in a Design and Development Overlay Schedule 9 (DDO9)	28/07/2021
388/2021/P	South	60 Lardner Road, Frankston 3199	To construct an extension to an existing dwelling on a lot less than 300 square meters in a General Residential Zone (GRZ)	28/07/2021
392/2021/P	South	3 Grand View Grove, Frankston 3199	To construct buildings and works to an existing dwelling in a Design and Development Overlay Schedule 6 (DDO6) and Erosion Management Overlay Schedule 3 (EMO3)	28/07/2021
393/2021/P	South	652 Nepean Highway, Frankston South 3199	To remove ten (10) substantial trees in a Significant Landscape Overlay Schedule 3 (SLO3)	29/07/2021
South Ward - 29				
Total - 70				

Progress Report – Amendments to Planning Permits Received For The Application Date: From 1/07/2021 To 31/07/2021				
Application No	Ward	Property Address	Application Description	Date
189/2016/P/D	North-East	1 Edward Street, Langwarrin 3910	Secondary consent - To construct six (6) double storey dwellings	1/07/2021
351/2016/P/B	North-East	665 Dandenong-Hastings Road, Skye 3977	Extension of Time - To construct buildings and works to the existing Dogs Victoria facility	6/07/2021
319/2015/P/J	North-East	28-40 Colemans Road, CARRUM DOWNS 3201	Secondary consent - To construct up to eighty-five (85) factories and a reduction in car parking	8/07/2021
404/2020/P/C	North-East	19 Network Drive, Carrum Downs 3201 3 Buontempo Road, CARRUM DOWNS 3201 32-40 Colemans Road, CARRUM DOWNS 3201	Secondary consent - To construct a building and construct and carry out works in an Industrial 1 Zone (IN1Z), to erect and display illuminated business identification signage and to reduce the number of car parking spaces required under Clause 52.06-5 of the Frankston Planning Scheme	19/07/2021
480/2016/P/D	North-East	40 Hall Road, CARRUM DOWNS 3201	Extension of time - To construct eight (8) double storey dwellings, create access to and carry out works in a Road Zone, Category 1.	26/07/2021
12/2020/P/VS	North-East	55 Lathams Road, Carrum Downs 3201	Secondary consent - To construct buildings and works to an existing industry in an Industrial 1 Zone (IN1Z)	26/07/2021
293/2018/P/D	North-East	2 Laurel Crescent, Carrum Downs 3201	Secondary consent - To construct one (1) single storey dwelling to the rear of an existing dwelling (two (2) dwellings)	26/07/2021
229/2019/P/F	North-East	26 Brunnings Road, Carrum Downs 3201	Section 72 - Construction of two or more dwellings (162 two or three storey dwellings) on a lot in a General Residential Zone Subdivision (in stages) Removal of native vegetation	27/07/2021
266/2019/P/B	North-East	122 Union Road, Langwarrin 3910	Extension of time - To construct two (2) double storey dwellings	30/07/2021
North-East Ward - 9				

Progress Report – Amendments to Planning Permits Received For The Application Date: From 1/07/2021 To 31/07/2021				
Application No	Ward	Property Address	Application Description	Date
215/2005/P/A	North-West	24 Overton Road, Frankston 3199	Section 72 - Use and development of buildings and works for the following purposes: - Storage and sale of vehicle parts; - Pre-delivery vehicle detailing and servicing in association with car dealership (car dealership located elsewhere); and - Ancillary office area	1/07/2021
3/2018/P/B	North-West	68-70 Seaford Grove, Seaford 3198	Extension of time - To construct eight (8) double storey dwellings	6/07/2021
270/2019/P/D	North-West	2 Queen Street, Frankston 3199	Secondary consent - To construct five (5) double storey dwellings	6/07/2021
483/2018/P/C	North-West	244 Seaford Road, Seaford 3198	Secondary consent - To construct one (1) double storey dwelling to the rear of the existing dwelling (two (2) dwellings), alter access to a road in a Road Zone Category 1 (RDZ1) and subdivide the land into two (2) lots	6/07/2021
190/2021/P/A	North-West	14 Johnstone Street, Seaford 3198	Section 72 - To subdivide the land into three (3) lots in a General Residential Zone (GRZ) and Special Building Overlay (SBO)	6/07/2021
41/2020/P/VS	North-West	2B Sussex Crescent, Seaford 3198	Section 72 - To construct a building and carry out works for a dwelling extension and a verandah in a Special Building Overlay (SBO)	6/07/2021
198/2019/P/B	North-West	25 Kareela Road, Frankston 3199	Secondary Consent - To construct one (1) double storey dwelling to the rear of the existing dwelling (two (2) dwellings) and works in a SBO	7/07/2021
336/2021/P/A	North-West	1 Kananook Avenue, Seaford 3198	Section 72 - The construction of two (2) double storey dwellings	9/07/2021

Progress Report – Amendments to Planning Permits Received For The Application Date: From 1/07/2021 To 31/07/2021				
Application No	Ward	Property Address	Application Description	Date
249/2016/P/D	North-West	1 Kananook Avenue, Seaford 3198	Section 72 - The construction of two (2) double storey dwellings Amendments: - Plans amended to be consistent with as built dwellings. - Kananook Avenue front setback 7.4 metres instead of 4.06 metres. - Bardia Avenue setback 2.2 metres instead of 2 metres. - Changes to materials. - Other consequential amendments.	9/07/2021
33/2019/P/C	North-West	21 Wynden Drive, Frankston 3199	Extension of Time - To construct one (1) double storey dwelling to the rear of the existing dwelling (two (2) dwellings)	11/07/2021
450/2019/P/B	North-West	3 Silver Avenue, Frankston North 3200	Secondary Consent - To construct one (1) double storey dwelling to the rear of an existing dwelling (two (2) of dwellings on a lot) in a General Residential Zone (GRZ)	13/07/2021
327/2019/P/B	North-West	197 Karingal Drive, Frankston 3199	Secondary Consent - To erect and display internally illuminated centre and tenant business identification signage, reformat two existing pylon signs and relocate one pylon sign, all internally illuminated; and directional signage	14/07/2021
154/2018/P/L	North-West	197 Karingal Drive, Frankston 3199	Secondary Consent - Use of the land for a community space (Place of Assembly), buildings and works to facilitate a major extension to the existing Karingal Hub Shopping Centre, realignment of a drainage easement and vegetation removal	14/07/2021
277/2017/P/C	North-West	99 East Road, Seaford 3198	Extension of Time - To construct four (4) double storey dwellings	15/07/2021
162/2021/P/A	North-West	9 Wedge Court, Seaford 3198	Section 72 - To construct one (1) single storey dwelling on a lot in a Bushfire Management Overlay (BMO)	19/07/2021
65/2019/P/C	North-West	65 Queen Street, Frankston 3199	Extension of Time - To construct two (2) double storey dwellings	22/07/2021

Progress Report – Amendments to Planning Permits Received For The Application Date: From 1/07/2021 To 31/07/2021				
Application No	Ward	Property Address	Application Description	Date
249/2016/P/E	North-West	1 Kananook Avenue, Seaford 3198	Extension of time - The construction of two (2) double storey dwellings	26/07/2021
534/2018/P/C	North-West	1 Lewis Street, Frankston 3199	Extension of time - To construct three (3) triple storey dwellings and construct buildings and works within a Special Building Overlay (SBO)	30/07/2021
North-West Ward - 18				
501/2018/P/I	South	1 Murdoch Place, Langwarrin 3910 110 Cranbourne-Frankston Road, Langwarrin 3910	Secondary Consent - To construct ten (10) double storey and nine (9) single storey dwellings (nineteen (19) dwellings); to subdivide nineteen (19) lots and create and alter access and subdivide adjacent to a road in a Road Zone - Category 1 (RDZ1)	1/07/2021
113/2020/P/C	South	93 McComb Boulevard, Frankston South 3199	Secondary Consent - To construct one (1) double storey dwelling to rear of existing dwelling (two (2) dwellings on a lot) in a General Residential Zone (GRZ) To construct a building and carry out works in a Design and Development Overlay Schedule 9 (DDO9) and Bushfire Management Overlay Schedule 1 (BMO1) To construct a building and carry out works within the Tree Protection Zone of substantial trees in a Significant Landscape Overlay Schedule 4 (SLO4)	6/07/2021
453/2018/P/C	South	2 Hamilton Grove, Frankston South 3199	Extension of Time - To construct one (1) double storey dwelling to the rear of the existing dwelling (two (2) dwellings)	9/07/2021
211/2017/P/B	South	24 Whitford Way, Frankston 3199	Extension of Time - Use and development of a child care centre	12/07/2021
492/2017/P/A	South	424-426 Nepean Highway, Frankston 3199	Extension of time - The use and development of the land for a multi-storey building for retail, dwellings & serviced apartments	13/07/2021
208/2014/P/D	South	44 Denbigh Street, Frankston 3199	Extension of time - To construct three (3) double storey dwellings	13/07/2021
561/2018/P/D	South	11 Helvetia Court, Frankston 3199	Extension of time - To construct one (1) double storey dwelling to the rear of the existing dwelling (two (2) dwellings)	14/07/2021

Progress Report – Amendments to Planning Permits Received For The Application Date: From 1/07/2021 To 31/07/2021				
Application No	Ward	Property Address	Application Description	Date
385/2020/P/A	South	4 Sanders Road, Frankston South 3199	Secondary Consent - To construct an extension to an existing dwelling in a Design and Development Overlay Schedule 9 (DDO9)	14/07/2021
347/2013/P/B	South	2 Bellary Lane, Langwarrin South 3911	Section 72 - To construct a single storey dwelling and outbuilding with an area in excess of 100m ² and request to vary the building envelope	14/07/2021
383/2019/P/D	South	18 Fenton Crescent, Frankston South 3199	Section 72 - To construct buildings and works to an existing dwelling within the Design and Development Overlay Schedule 8 (DDO8), Bushfire Management Overlay (BMO), Significant Landscape Overlay Schedule 4 (SLO4) and the Erosion Management Overlay (EMO).	14/07/2021
258/2019/P/B	South	3 Mary Street Frankston 3199	Extension of time - To carry out buildings or works to an existing dwelling over 7.0 metres height in a Design and Development Overlay Schedule 6 (DDO6)	19/07/2021
374/2021/P	South	21 Wakefield Avenue, Frankston South 3199	Extension to an existing dwelling in a Design and Development Overlay Schedule 9 (DDO9) and building s and works within the Tree Protection Zone of a Significant Tree in a Significant Landscape Overlay Schedule 4 (SLO4)	22/07/2021
8/2021/P/B	South	2 Scenic Close, Frankston South 3199	Secondary consent - To construct one (1) double storey dwelling in a Design and Development Overlay Schedule 1 (DDO1)	26/07/2021
209/2021/P/A	South	22 Joy Street, Frankston 3199	Secondary consent - To construct three (3) dwellings on a lot in a General Residential Zone (GRZ)	26/07/2021
227/2014/P/A	South	654 Nepean Highway, Frankston South 3199	Section 72 - To construct an outbuilding (conservatory) with a reduced setback to a road frontage	27/07/2021

Progress Report – Amendments to Planning Permits Received For The Application Date: From 1/07/2021 To 31/07/2021				
Application No	Ward	Property Address	Application Description	Date
288/2020/P/A	South	366-388 Nepean Highway, Frankston 3199	Section 72 - To use and construct a Child Care Centre within a Mixed Use Zone (MUZ), to construct a building and construct and carry out works in a Design and Development Overlay Schedule 5 (DDO5) and to create/alter access to a road in Road Zone Category 1	27/07/2021
603/2017/P/A	South	43 Yuille Street, Frankston 3199	Extension of time - To construct four (4) double storey dwellings	30/07/2021
11/2019/P/A	South	24 Roberts Street, Frankston 3199	Extension of time - To construct two (2) double storey dwellings and one (1) single storey dwelling (three (3) dwellings)	31/07/2021
South Ward - 18				
Total - 45				

Progress Report – Planning Application Decisions For The Application Date: From 1/07/2021 To 31/07/2021					
<u>Application</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Status</u>	<u>Date</u>
180/2021/P	North-East	875 Dandenong-Hastings Road, Skye 3977	To subdivide the land (realignment of boundaries) in a Green Wedge Zone (GRZ) and a Rural Conservation Zone (RCZ)	Permit Approved	6/07/2021
135/2021/P	North-East	2A Brabham Way, Langwarrin 3910	To subdivide the land into seven (7) lot subdivision (Stage 5) in a Rural Conservation Zone (RCZ4)	Permit Approved	6/07/2021
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)	Permit Approved	6/07/2021
63/2021/P/VS	North-East	375 North Road, Langwarrin 3910	To remove one (1) tree in a Significant Landscape Overlay Schedule 1 (SLO1) and to construct a carport in a Design and Development Overlay Schedule 4 (DDO4)	Application Lapsed	13/07/2021
314/2021/P	North-East	42 Buontempo Road, Carrum Downs 3201	To subdivide the land into two (2) lots in an Industrial 1 Zone (IN1Z)	Permit Approved	19/07/2021
238/2021/P	North-East	53 Myrtle Street, Langwarrin 3910	To subdivide the land into three (3) lots in a General Residential Zone (GRZ)	Permit Approved	21/07/2021
406/2020/P	North-East	5 Gerald 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	26/07/2021
50/2021/P	North-East	17 Leah Grove, Carrum Downs 3201	To use the land for an indoor recreational facility in an Industrial 1 Zone (I1Z)	Permit Approved	29/07/2021
North-East Ward - 8					
200/2021/P	North-West	24 Fairway Street, Frankston 3199	Use of Land for the Purpose of a Dwelling	Application Lapsed	7/07/2021
306/2020/P	North-West	23 Galway Street, Seaford 3198	To construct one (1) double storey dwelling to the rear of the existing dwelling (two (2) dwellings on a lot) and to subdivide the land into two (2) lots in a General Residential Zone (GRZ) and to construct a fence within the Special Building Overlay (SBO)	Permit Approved	8/07/2021

Progress Report – Planning Application Decisions For The Application Date: From 1/07/2021 To 31/07/2021					
<u>Application</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Status</u>	<u>Date</u>
255/2021/P	North-West	11 Kelvin Avenue, Seaford 3198	To subdivide the land into two (2) lots in a General Residential Zone (GRZ)	Permit Approved	9/07/2021
166/2021/P	North-West	26 McAlister Street, Frankston 3199	To construct one (1) double storey dwelling to the rear of the existing dwelling in a General Residential Zone (GRZ)	Application Lapsed	13/07/2021
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)	Permit Approved	14/07/2021
56/2021/P	North-West	1 Hannah Street, Seaford 3198	To construct two (2) double storey dwellings on a lot in a General Residential Zone (GRZ) and to construct a building and construct and carry out works in a Special Building Overlay (SBO)	Permit Approved	15/07/2021
253/2021/P	North-West	25 Larool Crescent, Seaford 3198	To subdivide the land into three (3) lots in a General Residential Zone (GRZ)	Permit Approved	15/07/2021
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)	Permit Approved	16/07/2021
309/2021/P	North-West	35 Coolgardie Street, Frankston North 3200	To subdivide the land into two (2) lots in a General Residential Zone (GRZ)	Permit Approved	19/07/2021
203/2021/P	North-West	29 Boonong Avenue, Seaford 3198	To construct one (1) double storey dwelling in a Special Building Overlay (SBO)	Permit Approved	20/07/2021
89/2021/P/VS	North-West	1 Redgdon Avenue, Frankston 3199	To subdivide the land into two (2) lots in a General Residential Zone	Permit Approved	20/07/2021
90/2021/P/VS	North-West	18 Henry Crescent, Seaford 3198	To subdivide the land into two (2) lots in a General Residential Zone	Permit Approved	21/07/2021
37/2021/P	North-West	2 Omaroo Road, Frankston 3199	To construct two (2) double storey dwellings on a lot in a General Residential Zone (GRZ)	Permit Approved	26/07/2021
192/2021/P	North-West	4 Anderson Street, Frankston 3199	Construction of Three (3) Double Storey Dwellings on a Lot	Application Lapsed	29/07/2021

Progress Report – Planning Application Decisions For The Application Date: From 1/07/2021 To 31/07/2021					
<u>Application</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Status</u>	<u>Date</u>
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)	Permit Approved	30/07/2021
North-West Ward - 15					
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)	Application Refused	1/07/2021
42/2021/P	South	1/37 Culcairn Drive, Frankston South 3199	To remove two (2) substantial trees in a Significant Landscape Overlay Schedule 4 (SLO4)	Application Withdrawn	1/07/2021
184/2021/P	South	46 Lardner Road, Frankston 3199	To subdivide the land into two (2) lots in a General Residential Zone (GRZ)	Permit Approved	1/07/2021
142/2021/P	South	13 Little Acre Close, Langwarrin 3910	To construct one (1) single storey dwelling within a Bushfire Management Overlay (BMO) and Environmental Significant Overlay - Schedule 1 (ESO1)	Permit Approved	2/07/2021
197/2021/P	South	17 Sanders Road, Frankston South 3199	To subdivide the land into two (2) lots in a General Residential Zone (GRZ)	Permit Approved	6/07/2021
301/2021/P	South	1 Murdoch Place, Langwarrin 3910	Extension to an existing dwelling	Application Withdrawn	7/07/2021
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)	Permit Approved	8/07/2021
32/2021/P	South	51 Foot Street, Frankston 3199	To use the land to sell and consume liquor (Restaurant and Cafe Licence)	Permit Approved	8/07/2021
86/2021/P/VS	South	5/4 John Street, Langwarrin 3910	To construct a pergola on a lot less then 300 square meters in a General Residential Zone (GRZ)	Permit Approved	9/07/2021
260/2021/P	South	10 Yamala Drive, Frankston South 3199	Creation of Restriction	Permit Approved	13/07/2021
98/2021/P/VS	South	18B Tavistock Road, Frankston South 3199	To construct a front fence in a Significant Landscape Overlay Schedule 6 (SLO6)	Permit Approved	13/07/2021

Progress Report – Planning Application Decisions For The Application Date: From 1/07/2021 To 31/07/2021					
<u>Application</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Status</u>	<u>Date</u>
271/2020/P	South	10 Foot Street, Frankston 3199	To construct two (2) single storey dwelling to the front of the existing dwelling (three (3) dwellings on a lot) in a General Residential Zone (GRZ) and to construct, buildings and works within a Special Building Overlay (SBO)	Permit Approved	13/07/2021
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)	Permit Approved	14/07/2021
188/2021/P	South	223 Cranbourne Road, Frankston 3199	To remove one (1) native tree	Permit Approved	15/07/2021
87/2021/P/VS	South	6 Clemac Close, Langwarrin South 3911	To construct outbuildings (cabana and pergolas) in a Design and Development Overlay Schedule 4 (DDO4) and construct buildings and works within the tree protection zone of substantial trees in a Significant Landscape Overlay Schedule 1 (SLO1)	Permit Approved	16/07/2021
289/2021/P	South	4 Geoffrey Court, Frankston 3199	To subdivide the land into two(2) lots in a General Residential Zone (GRZ) and Design and Development Overlay Schedule 6 (DDO6)	Permit Approved	16/07/2021
243/2021/P	South	12 Cambridge Street, Frankston 3199	To subdivide the land into two (2) lots in a General Residential Zone (GRZ) and a Special Building Overlay (SBO)	Permit Approved	19/07/2021
290/2021/P	South	13 Spring Street, Frankston 3199	To subdivide the land into two (2) lots in a General Residential Zone (GRZ)	Permit Approved	20/07/2021
367/2020/P	South	40 Violet Street, Frankston South 3199	To construct an extension to an existing dwelling in a Design and Development Overlay Schedule 9 (DDO9)	Permit Approved	22/07/2021

Progress Report – Planning Application Decisions For The Application Date: From 1/07/2021 To 31/07/2021					
<u>Application</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Status</u>	<u>Date</u>
350/2020/P	South	21 Wattle Drive, Frankston 3199	To construct one (1) single storey dwelling to the rear of the existing dwelling (two (2) dwellings on a lot) and to subdivide the land into two (2) lots in a General Residential Zone (GRZ)	Permit Approved	22/07/2021
132/2021/P	South	40 Liddesdale Avenue, Frankston South 3199	To construct buildings and works in a Design and Development Overlay Schedule 9 (DDO9) To remove substantial trees and undertake buildings and works within the tree protection zone of substantial trees in a Significant Landscape Overlay Schedule 4 (SLO4)	Permit Approved	26/07/2021
191/2021/P	South	35 Clayton-Hill Road, Langwarrin South 3911	To construct an outbuilding in a Design and Development Overlay Schedule 4 (DDO4) and a Bushfire Management Overlay (BMO) To construct buildings and works within the tree protection zone of substantial trees in a Significant Landscape Overlay Schedule 1 (SLO1)	Permit Approved	27/07/2021
195/2021/P	South	118 Weeroona Road, Langwarrin South 3911	To erect and display business identification signage in a Low Density Residential Zone (LDRZ)	Application Lapsed	27/07/2021
269/2021/P	South	8 Roberts Street, Frankston 3199	To subdivide the land into three (3) lots in a General Residential Zone (GRZ)	Permit Approved	27/07/2021
100/2021/P/VS	South	2 Hendra Court, Frankston South 3199	To construct buildings and works to an outbuilding in a Design and Development Overlay Schedule 1 (DDO1)	Permit Approved	28/07/2021
114/2021/P	South	44 Summit Road, Frankston 3199	To construct two (2) double storey dwellings on a lot in a General Residential Zone (GRZ)	Permit Approved	28/07/2021
293/2021/P	South	5 Crathie Court, Frankston 3199	To subdivide the land into fifteen (15) lots in a General Residential Zone (GRZ)	Permit Approved	28/07/2021

Progress Report – Planning Application Decisions For The Application Date: From 1/07/2021 To 31/07/2021					
<u>Application</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Status</u>	<u>Date</u>
80/2021/P	South	37 Bergman Road, Langwarrin 3910	To construct an outbuilding in a Bushfire Management Overlay (BMO) and Design and Development Overlay Schedule 4 (DDO4) and to construct buildings and works within the Tree Protection Zone of substantial trees in a Significant Landscape Overlay Schedule 1 (SLO1)	Permit Approved	30/07/2021
South Ward - 28					
Total - 51					

Progress Report – Amendments to Planning Application Decisions For The Application Date: From 1/07/2021 To 31/07/2021					
<u>Application</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Status</u>	<u>Date</u>
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	Secondary Consent Approved	27/07/2021
East Ward - 1					
58/2017/P/G	North-East	1 Luscombe Avenue, Carrum Downs 3201	Secondary Consent - To construct one (1) dwelling to the rear of the existing dwelling (two (2) dwellings)	Secondary Consent Approved	7/07/2021
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	Secondary Consent Approved	13/07/2021
234/2020/P/A	North-East	Grassmere Road, Langwarrin	Section 72 - To remove native vegetation and to undertake works within the Tree Protection Zone of a significant tree affected by the Significant Landscape Overlay Schedule 1 (SLO1) of the Frankston Planning Scheme	Permit Approved	16/07/2021
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)	Permit Approved	16/07/2021
319/2015/P/J	North-East	28-40 Colemans Road, Carrum Downs 3201	Secondary consent - To construct up to eighty-five (85) factories and a reduction in car parking	Secondary Consent Approved	29/07/2021
North-East Ward - 5					
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	Extension of Time Approved	1/07/2021

Progress Report – Amendments to Planning Application Decisions For The Application Date: From 1/07/2021 To 31/07/2021					
<u>Application</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Status</u>	<u>Date</u>
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)	Extension of Time Approved	1/07/2021
478/2018/P/A	North-West	4/42 Hartnett Drive, Seaford 3198	Section 72 - To use the land for manufacturing sales and the sale and consumption of liquor in association with a Section 1 Use (Industry (Distillery)) and reduce car parking required under Clause 52.06-5	Decision to Issue - Permit - Await planner sign	5/07/2021
190/2021/P/A	North-West	14 Johnstone Street, Seaford 3198	Section 72 - To subdivide the land into three (3) lots in a General Residential Zone (GRZ) and Special Building Overlay (SBO)	Permit Approved	7/07/2021
624/2014/P/E	North-West	230 Nepean Highway, Seaford 3198	Section 72 - To construct one (1) double storey dwelling to the rear of the existing dwelling (two (2) dwellings) Amendments: dwelling 2 deck extension and retention of trees	Permit Approved	7/07/2021
501/2016/P/D	North-West	17-21 Mereweather Avenue, Frankston 3199	Secondary Consent - Use of the land for dwellings in the Commercial 1 Zone; Buildings and works in the Commercial 1 Zone and Special Building Overlay; Buildings and works associated with construction of more than one dwelling in the Design and Development Overlay Schedule 6; and Reduction in one visitor car parking space under Clause 52.06 of the planning scheme	Secondary Consent Approved	9/07/2021
336/2021/P/A	North-West	1 Kananook Avenue, Seaford 3198	Section 72 - The construction of two (2) double storey dwellings	Application Withdrawn	12/07/2021

Progress Report – Amendments to Planning Application Decisions For The Application Date: From 1/07/2021 To 31/07/2021					
<u>Application</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Status</u>	<u>Date</u>
97/2016/P/C	North-West	10 Nepean Highway, Seaford 3198	Section 72 - To construct two (2) attached triple storey dwellings	Notice of Decision	20/07/2021
249/2016/P/E	North-West	1 Kananook Avenue, Seaford 3198	Extension of time - The construction of two (2) double storey dwellings	Extension of Time Approved	29/07/2021
North-West Ward - 9					
135/2020/P/B	South	10 Gould Street, Frankston 3199	Secondary consent - To carry out buildings and works for one (1) double storey dwelling over 7.0 metres in height in a Design and Development Overlay Schedule 6 (DDO6)	Secondary Consent Approved	2/07/2021
66/2016/P/C	South	9 Rock Lodge Court, Frankston South 3199	Secondary consent - Building and works to construct extensions to the existing dwelling (terrace and a pantry) under Design and Development Overlay Schedule 1	Secondary Consent Approved	6/07/2021
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	Secondary Consent Approved	6/07/2021
38/2001/P/B	South	8 Clemac Close, Langwarrin South 3911	Secondary Consent - Single Dwelling and Garage	Secondary Consent Approved	7/07/2021
302/2020/P/C	South	Frankston Yacht Club 30 Long Island Drive, Frankston 3199	Section 72 - Use of the land for food and drink premises (cafe and restaurant) 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	Permit Approved	8/07/2021

Progress Report – Amendments to Planning Application Decisions For The Application Date: From 1/07/2021 To 31/07/2021					
<u>Application</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Status</u>	<u>Date</u>
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	Secondary Consent Approved	13/07/2021
862/2002/P/B	South	356 Nepean Highway, Frankston 3199	Section 72 - Use and development of a medical centre and a variation to car parking requirements under Clause 52.06 of the Frankston Planning Scheme Amendments: - Extension to the front of the existing building. - Revised car park layout.	Permit Approved	13/07/2021
211/2017/P/B	South	24 Whitford Way, Frankston 3199	Extension of Time - Use and development of a child care centre	Extension of Time Approved	15/07/2021
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)	Permit Approved	15/07/2021
347/2013/P/B	South	2 Bellary Lane, Langwarrin South 3911	Section 72 - To construct a single storey dwelling and outbuilding with an area in excess of 100m ² and request to vary the building envelope	Permit Approved	22/07/2021
229/2018/P/E	South	40-46 McMahon's 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	Extension of Time Approved	28/07/2021
258/2019/P/B	South	3 Mary Street, Frankston 3199	Extension of time - To carry out buildings or works to an existing dwelling over 7.0 metres height in a Design and Development Overlay Schedule 6 (DDO6)	Extension of Time Approved	29/07/2021

Progress Report – Amendments to Planning Application Decisions For The Application Date: From 1/07/2021 To 31/07/2021					
<u>Application</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Status</u>	<u>Date</u>
8/2021/P/B	South	2 Scenic Close, Frankston South 3199	Secondary consent - To construct one (1) double storey dwelling in a Design and Development Overlay Schedule 1 (DDO1)	Secondary Consent Approved	29/07/2021
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.	Permit Approved	30/07/2021
South Ward - 14					
Total - 29					

Progress Report – Subdivision Application Received For The Application Date: From 1/07/2021 To 31/07/2021				
<u>Application No</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Date</u>
98/2021/S	North-East	42 Buontempo Road, Carrum Downs 3201	Two (2) lot subdivision	5/07/2021
99/2021/S	North-East	38 Buontempo Road, Carrum Downs 3201	Twenty seven (27) lot subdivision	5/07/2021
102/2021/S	North-East	51 Paddington Avenue, Carrum Downs 3201	Two (2) lot subdivision	14/07/2021
105/2021/S	North-East	26 Juliana Drive, Carrum Downs 3201	Two (2) lot subdivision	16/07/2021
107/2021/S	North-East	774-842 Frankston-Dandenong Road, Carrum Downs 3201	Two (2) lot subdivision	22/07/2021
95/2021/S	North-West	35 Coolgardie Street, Frankston North 3200	Two (2) lot subdivision	2/07/2021
97/2021/S	North-West	16 East Road, Seaford 3198	Four (4) lot subdivision	2/07/2021
101/2021/S	North-West	25 McKenzie Street, Seaford 3198	Two (2) lot subdivision	12/07/2021
103/2021/S	North-West	68-70 Seaford Grove, Seaford 3198	Eight (8) lot subdivision	15/07/2021
104/2021/S	North-West	1 Riversdale Avenue, Seaford 3198	Three (3) lot subdivision	15/07/2021
106/2021/S	North-West	34 Johnstone Street, Seaford 3198	Three (3) lot subdivision	20/07/2021
96/2021/S	South	16 Denbigh Street, Frankston 3199	Three (3) lot subdivision	2/07/2021
100/2021/S	South	42 Hillcrest Road, Frankston 3199	Three (3) lot subdivision	7/07/2021
Total - 13				

Progress Report – Subdivision Decisions					
For The Application Date: From 1/07/2021 To 31/07/2021					
<u>Application No</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Status</u>	<u>Date</u>
2/2020/S	North-East	28 Colemans Road, Carrum Downs 3201	Six (6) lot subdivision	Certified	8/07/2021
88/2020/S	North-East	57 Gum Nut Drive, Langwarrin 3910	Two (2) lot subdivision	SOC Issued (M)	19/07/2021
157/2020/S	North-East	52 Edward Street, Langwarrin 3910	Three (3) lot subdivision	SOC Issued (M)	14/07/2021
117/2015/S	North-West	30 Overton Road, Frankston 3199	Consolidation	Certification Expired	16/07/2021
70/2020/S	North-West	121 Lindrum Road, Frankston 3199	Eleven (11) lot subdivision	SOC Issued (M)	14/07/2021
121/2020/S	North-West	29 Hadley Street, Seaford 3198	Two (2) lot subdivision	Certified	16/07/2021
71/2021/S	North-West	314 Skye Road, Frankston 3199	Three (3) lot subdivision	Certified	15/07/2021
28/2015/S	South	55 Bayview Road, Frankston 3199	Two (2) lot subdivision	Certification Expired	8/07/2021
18/2020/S	South	61 Screen Street, Frankston 3199	Three (3) lot subdivision	Certified	1/07/2021
47/2020/S	South	85 McComb Boulevard, Frankston South 3199	Two (2) lot subdivision	SOC Issued (M)	6/07/2021
103/2020/S	South	6 Kandy Court, Frankston 3199	Two (2) lot subdivision	SOC Issued (M)	28/07/2021
36/2021/S	South	22 Kenilworth Avenue, Frankston 3199	Three (3) lot subdivision	SOC Issued (M)	30/07/2021
75/2021/S	South	6 Diosma Court, Frankston South 3199	Procedural Certification	Certification and SOC Issued	1/07/2021
76/2021/S	South	10 Yamala Drive, Frankston South 3199	Creation of Restriction	Certification and SOC Issued	13/07/2021
77/2021/S	South	14-18 Keys Street, Frankston 3199	Boundary Re-Alignment	Certification and SOC Issued	23/07/2021
Total - 15					

Town Planning Applications – Direction To Advertise Issued July 2021				
<u>Application No</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Application Date</u>
187/2021/P	North-East	76 Lyrebird Drive, Carrum Downs 3201	To convert an existing dependent person unit into a dwelling (two (2) dwellings on a lot) in a General Residential Zone (GRZ)	04/05/2021
194/2021/P	North-East	7 Lieber Grove, Carrum Downs 3201	Use of Land for the Purpose Materials Recycling & Reduction in Car Parking	05/05/2021
241/2021/P	North-East	19 Network Drive, Carrum Downs 3201 42 Colemans Road, Carrum Downs 3201 3 Buontempo Road, Carrum Downs 3201	To vary restrictive covenant No.1(c) on Plan of Subdivision number 544096Y to read: (c) permit access from land not located within the land contained in Plan of Subdivision PS544095B into, over, through of under a burdened lot, EXCEPT FOR LOT 103 AND LOT 104 WHICH ARE PERMITTED TO BE ACCESSED FROM LAND CONTAINED IN PC380241S.	07/06/2021
93/2021/P	North-East	5 Shearwater Drive, Carrum Downs 3201	To construct one (1) single storey dwelling to rear of an existing dwelling (two (2) dwellings) on a lot on a General Residential Zone (GRZ)	10/03/2021
71/2021/P	North-East	37 Clifton Grove, Carrum Downs 3201	To construct eight (8) double storey dwellings on a lot in a General Residential Zone (GRZ)	23/02/2021

Town Planning Applications – Direction To Advertise Issued July 2021				
Application No	Ward	Property Address	Application Description	Application Date
168/2021/P	North-East	16 Elm Grove, Langwarrin 3910	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)	23/04/2021
222/2021/P	North-East	6 Goshawk Court, Carrum Downs 3201	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)	24/05/2021
189/2021/P	North-West	48 Park Street, Seaford 3198	To construct two (2) double storey dwellings on a lot in a General Residential Zone (GRZ)	04/05/2021
5/2021/P	North-West	1/4 New Street, Frankston 3199	To use the land for a retail premises (Beauty Salon) in an Commercial 2 Zone (C2Z)	05/01/2021
88/2021/P	North-West	12 Sheridan Avenue, Frankston 3199	To construct five (5) three storey dwellings in a Residential Growth Zone- Schedule 1 (RGZ1) and Buildings and works in a Special Building Overlay (SBO)	09/03/2021
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

Town Planning Applications – Direction To Advertise Issued July 2021				
Application No	Ward	Property Address	Application Description	Application Date
153/2021/P	North-West	3 Hannah Street, Seaford 3198	To construct three (3) dwellings on a lot in a General Residential Zone (GRZ) To construct and carry out works within a Special Building Overlay (SBO)	16/04/2021
170/2021/P	North-West	8 Finlay Street, Frankston 3199	To construct two (2) double storey dwellings on a lot in a General Residential Zone (GRZ)	23/04/2021
9/2021/P	North-West	5 John Street, Frankston 3199	To construct three (3) double storey dwellings on a lot in a General Residential Zone (GRZ)	25/01/2021
382/2019/P/A	North-West	47 Fortescue Avenue, Seaford 3198	Section 72 - To construct two (2) double storey dwellings on a lot in a General Residential Zone (GRZ) and to construct a building and construct and carry out works in a Special Building Overlay (SBO)	28/05/2021
43/2021/P	South	6-12 Davey Street, Frankston 3199	Demolition of heritage buildings, construction of a building with two towers of twenty-two (22) and thirty (30) storeys (plus three basement levels), use of the land for accommodation (residential hotel with 200 rooms and 4 serviced apartments and 116 apartments), a reduction in car parking requirements at clause 52.06, display internally illuminated business identification signage and panel signage and alter access to a road within a Road Zone, Category 1.	03/02/2021
337/2021/P	South	138 Weeroona Road, Langwarrin South 3911	To construct buildings and works (pavilion, pergola and outbuilding) in a Design and Development Overlay Schedule 4 (DDO4) and Bushfire Management Overlay (BMO)	06/07/2021
145/2021/P	South	6/35 Roberts Street, Frankston 3199	To construct an extension to an existing dwelling in a lot less than 300 square meters in a General Residential Zone (GRZ)	09/04/2021

Town Planning Applications – Direction To Advertise Issued July 2021				
Application No	Ward	Property Address	Application Description	Application Date
87/2021/P	South	78-80 Beach Street, Frankston 3199 29-31 Kelso Street, Frankston 3199	To construct and use of a child care centre, Reduction in the parking requirements of Clause 52.06, To alter access to a Road Zone Category 1 (RDZ1) To construct and display business identification signage	09/03/2021
62/2021/P	South	23 Overport Road, Frankston South 3199	To construct three (3) double storey dwelling on a lot in a General Residential Zone (GRZ), 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 6 (SLO6)	16/02/2021
208/2021/P	South	173 Humphries Road, , Frankston South 3199	To construct alterations and additions to an existing dwelling in a Design and Development Overlay Schedule 1 (DDO1) & Significant Landscape Overlay - Schedule 3	17/05/2021
439/2020/P/B	South	405 Baxter-Tooradin Road, Langwarrin South 3911	Section 72 - 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) Amendment: - Relocation of the outbuilding	18/06/2021
115/2021/P	South	1 McComb Boulevard, Frankston South 3199	To construct two (2) dwellings on a lot in a General Residential Zone (GRZ), to construct and carry out works in a Design Development Overlay Schedule 9 (DDO9) and to remove vegetation and to construct a building and construct and carry out works in the tree protection zone of substantial trees within the Significant Landscape Overlay Schedule 4 (SLO4)	19/03/2021

Town Planning Applications – Direction To Advertise Issued July 2021				
<u>Application No</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Application Date</u>
182/2021/P	South	75 Weeroona Road, Langwarrin South 3911	To construct, use and illuminate a private tennis court, to construct buildings and works in a Design and Development Overlay Schedule 4 (DDO4), to construct buildings and works within the Tree Protection Zone of substantial trees in an Environmental Significance Overlay Schedule 1 (ESO1) and Significant Landscape Overlay Schedule 1 (SLO1), to remove substantial trees in a ESO1, SLO1 and under Clause 52.17 Native Vegetation	29/04/2021

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 July 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>
P1282/2020	394/2007/P/C	6 Leisureland Drive Landwarrin 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.</p> <p>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 July 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 July 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	-	-
P11069/2021	41/2021/P	23 Burrawong Avenue Seaford	To construct one (1) double storey dwelling to the rear of existing dwelling (two (2) dwellings on a lot) in a General Residential Zone (GRZ)	14/07/2021	NOD	Objector	14/02/2022	-	-
P11096/2021	3/2021/P	569 Nepean Highway Frankston	To construct two (2) double storey dwellings on a lot in a General Residential Zone (GRZ), to construct buildings and construct and carry out works in a Design and Development Overlay Schedule 6 (DDO6), to construct buildings and construct and carry out works in a Erosion Management Overlay (EMO3)	26/07/2021	Failure	failure	28/02/2022-2/03/2022	-	-

Progress Report – VCAT Determination – Policy Implications July 2021			
<u>Appeal No</u>	<u>Application No</u>	<u>Address</u>	<u>VCAT Determination – Policy Implications</u>
P315/2021	158/2020/P	70 Potts Road, Langwarrin	The application for review (by the applicant in respect of Council’s refusal to grant a permit), was withdrawn.

Executive Summary**12.1 Council Resolution Status Update for 30 August 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 30 August 2021;
2. Receives the Urgent Business Status Update for 30 August 2021;
3. Notes there are no Notice of Motion actions that have been reported as being complete;
4. Notes there is one report that is listed as being delayed in its presentation back to Council;
 - Response to Urgent Business – Disposal of Tree Debris arising from a Severe Weather Event
5. Notes, since the Council Meeting held on 9 August 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 30 August 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 30 August 2021**Executive Summary**

- The Urgent Business Status Update report is attached (Attachment C) for 30 August 2021, and will continue to be reported at each Council Meeting.
- There are no Notice of Motion actions that have been reported as complete:
- 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 one report that is listed as delayed in its presentation back to Council:
 - Response to Urgent Business – Disposal of Tree Debris arising from a Severe Weather Event
Due to the requirement for additional information to be sought in relation to this matter and at the request of the Councillors who raised this Urgent Business (Crs Liam Hughes and Nathan Conroy), this report will be presented to Council at its meeting on 11 October 2021.
- Since 2021/CM13 on 9 August 2021, the following 32 resolution actions have been reported as 'complete'. A detailed report has been provided in Attachment D (*CONFIDENTIAL*).
 - Outcome of the Expression Of Interest for the Commercial Activities in Public Open Space Protocol
 - Response to NOM 1389 – Ballam Park Precinct Improvements - Progress Update
 - Delegate Report by Cr McCormack - Learning Outcomes on Professional Development Courses
 - Appointment of Directors to the Board of Peninsula Leisure Pty Ltd
 - Landfill Disposal Services
 - Review of Dog Free Roam Sites & Animal Regulations
 - McClelland Gallery
 - Draft Municipal Early Years Plan 2021-2025
 - Public Commemorative Request at Station Street, Seaford
 - Response to Petition - Beckwith Grove Pedestrian Bridge, Seaford
 - Petition - Abolishment of mandatory inclusion of private dwellings in the Heritage Overlay
 - Outcomes of Advocacy in Canberra - May 2021
 - Petition - Cloth Nappies and Reusable Sanitary Product Rebate for Frankston City
 - Instrument of Delegation S6 from Council to members of Council staff
 - Frankston Arts Advisory Committee - Report
 - Adoption of 2021-2025 Council Plan and Budget and 2021-2025 Revenue and Rating Plan
 - Introduction of Environmental Upgrade Finance
 - Award of Contract CN10553 - Gross Pollutant Trap (G.P.T) Cleaning
 - Award of Contract - CN10566 - Playground and Park upgrade at Witternberg Reserve

12.1 Council Resolution Status Update for 30 August 2021**Executive Summary**

- Final Response to NOM 1389 – Ballam Park Precinct Improvements
- Petition - Denial of Application for crossover from side boundary of Nepean Hwy to Ozone Ave Seaford
- 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
- Council Resolution Status Update for 19 July 2021
- Update on Coronavirus (COVID-19) and Recovery Grants Program - 19 July 2021
- Chief Executive Officer's Quarterly Report - April - June 2021 period
- Adoption of Governance Policies: Councillor Training & Development, and Councillor Enquiries
- Draft Municipal Early Years Plan 2021-2025 Adoption
- Pines Men's Shed – Alteration works to meet energy efficiency requirements under the current Building Code of Australia (BCA)
- Administrative matters associated with acquisition of land
- Council Resolution Status Update for 9 August 2021
- Adoption of 'Working with Members of Parliament' protocols
- Outcomes of June Advocacy Delegation to Canberra

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

12.1 Council Resolution Status Update for 30 August 2021**Executive Summary**

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.

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 Update - Cost Summary

Attachment B:[↓](#) Notice of Motion Status Update

Attachment C:[↓](#) Urgent Business Status Update

Attachment D: Closed / Completed Council Resolutions since 9 August 2021 -
CONFIDENTIAL

Notice of Motion Report - 2021 - CM15 - for the 30 August Council Meeting (A4524250).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	2	\$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	\$ -	1
TOTAL	5	\$ -	\$ -	\$ -	\$ -	3

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.

Item 12.1 Attachment B: Notice of Motion Status Update

Notice of Motion Report - 2021 - CM15 - for the 30 August Council Meeting (A4524250).XLSX

Meeting Date	Item No	NOM Title and Councillor	Council Resolution	Responsibility	Comments	Cost Summary
28-Jun-21	14.1	2021/NOM5 - Greening of Residential Nature-Strips Cr L Hughes	<p>Council Decision</p> <p>Moved: Councillor Liam Hughes Seconded: Councillor Conroy</p> <p>That Council:</p> <p>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</p> <p>2. Submits the report to Council no later than the October 2021 Council Meeting.</p> <p>Carried Unanimously</p>	Suzane Becker	29 July 2021 - Officers in the City Futures and Engineering Departments are coordinating a response. Officers met on 23 July to review. A report is being drafted for the October Council meeting. 9 July 2021 - A meeting with relevant Council officers scheduled for 23rd July to workshop and discuss improvement that can be made to the 'Development and Planting within Road Reserve Guidelines' and application process.	
9-Aug-21	14.1	2021/NOM6 - Removal of Hybrid Fibre Coaxial (HFC) Cabling Cr Hill	<p>Council Decision</p> <p>Moved: Councillor Hill Seconded: Councillor Conroy</p> <p>That Council:</p> <p>1. Notes that the NBN rollout has resulted in overhead Hybrid Fibre Coaxial (HFC) cabling becoming redundant and the decommissioned cable is unsightly and unnecessary on poles and overhead in our streets into residential properties;</p> <p>2. Writes to NBN Co and The Hon Paul Fletcher MP, Minister for Communications, Urban Infrastructure, Cities and the Arts requesting a commitment and timetable to remove redundant cabling from our streets and homes, with a copy sent to Senator David Van and Peta Murphy MP; and</p> <p>3. Refers the matter for consideration when determining motions to be put to the next MAV state conference.</p>	Fiona McQueen		

Item 12.1 Attachment C: Urgent Business Status Update

Notice of Motion Report - 2021 - CM15 - for the 30 August Council Meeting (A4524250).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 Cr Liam Hughes	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	18 August 2021 - Report being prepared for the 30 August 2021 Council meeting. 6 July 21 - Federal and State Government resident support funding announced on 5 July and will be incorporated into report. 2 July 21 - Clarification of the scope of the report progressing.

Executive Summary**12.2 Update on Coronavirus (COVID-19) - 30 August 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).

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).
2. Seeks a report back to Council in October 2021 considering the financial impact of further COVID-19 lockdowns due to, but not limited to, the following issues:
 - a) The Victorian Government legislating further rent relief for eligible commercial tenants;
 - b) Lockdown of PARC;
 - c) Closure of Arts Centre and other Council facilities;
 - d) Reduction of income relating to user fees and charges; and
 - e) Financial hardship impact on the community.
3. Defer the following items to the mid-year budget review to be considered in the context of all the community impacts associated with the COVID-19 restrictions:
 - a) Consideration of waiving winter season sports club tenancy and ground allocation fees until 30 September 2021 (estimated cost is \$149,337); and
 - b) Consideration of waiving of licence fees, cleaning fees, utilities and services fees during any period that tenants are not permitted to occupy the Ebdale Community Hub, Karingal PLACE and Frankston South Community and Recreation Centre as a result of COVID-19 restrictions during the 2021/22 financial year (estimated cost is \$8,700 per month that it is applied).

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 resolved at its meeting held on 19 July 2021 adopting for a further report to consider the continuance of a waiver of fees for winter Sports Clubs. This matter is listed in this report for review.
 - 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

12.2 Update on Coronavirus (COVID-19) - 30 August 2021**Executive Summary**

\$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).
- A review is being undertaken to inform the 2022-23 Community Grants and Standing Grants budget, with a Council report to be presented 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;

- As at 31 July 2021, Council had delivered \$5.27M in support to the community and continue to ensure the ongoing activities are delivered in a timely manner.
- Details are included in the COVID-19 Relief and Recovery Status Report (**Attachment A**). At this early stage in the new financial year, there has not been any variations to the adopted 2021-2022 Recovery Package.
- 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 B**). 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 staff continue to be offered the opportunity for flexible working arrangements including office-based staff allowed to work remotely, work in 'bubble' teams along with attendance in the office ensuring capacity and mask wearing restrictions are not breached.
- During the recent lock-downs (4.0, 5.0 and 6.0) 80% of office based staff were working remotely.
- 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.

COVID-19 lockdown financial impacts

The continued impact of COVID-19 restrictions and lockdowns is expected to have a significant impact on Council's 2021-22 budget. Information is coming to light on a daily basis on the impacts that the current lockdowns are having on Council services and the community.

- Commercial Rent Relief Scheme - The Victorian Government is has moved to re-introduce the Commercial Tenancy Relief Scheme to support the state's small and medium-sized businesses as they emerge from lockdown, facilitating commercial rent waivers and deferrals (the scheme will become effective from 28 July 2021).

Whilst the legislation has been introduced, the regulations provide the detail and the criteria has not yet been gazetted. Once we have further details, Council officers will be in a position to determine the true cost of the scheme

- PARC will need to remain in lockdown following the latest restrictions announcement from the Victorian Government. It is hoped the facility will re-open on 3 September 2021, pending government advice. Since July 2021, PARC has been closed 40 days out of a possible 63 days. Council has committed significant

12.2 Update on Coronavirus (COVID-19) - 30 August 2021**Executive Summary**

financial support to ensure the ongoing viability of the facility which amounted to a commitment of \$679,834 in 2019-20 and \$2,041,328 in 2020-21. The continuation of COVID-19 lockdowns, with an unknown ending date, will pose further financial challenges on Peninsula Leisure;

- Council facilities such as the Frankston Arts Centre have remained closed during lockdown;
- User fees and charges are impacted and income levels will need to be adjusted;
- Continued financial hardship impact on the community including community groups, sporting clubs and businesses.

It is recommended a report be brought back to Council in October 2021 to inform Council with a holistic overview and provide recommendations on how best to support the community for consideration through the Mid-Year Budget Review process.

Rental Fee Waivers

Given the continued impact of COVID-19 restrictions on community groups and sporting clubs, Council at its meeting on 19 July 2021 resolved that it wanted to consider the continuance of a waiver of fees for winter Sporting Clubs, consistent with the Council's approach in 2020.

Approximately half of the Sporting Clubs have already paid their winter fees. If implemented, there would be considerable cost to Council in relation to forgone revenue as described below:

- a) A full waiver of sports club tenancy and ground allocation fees until 30 September 2021 (subject to further review beyond that time). The forgone revenue is estimated to be: \$149,337.
- b) Consistent with the approach taken last year, Council may also wish to consider a waiver of licence fees and charges for tenants at Ebdale Community Hub, Karingal PLACE Neighbourhood Centre and Frankston South Community and Recreation Centre on a month by month basis for the 2021/22 financial year where COVID-19 restrictions prevent or significantly limit use of the facility.

The forgone revenue is estimated to be: \$8,700 per month is applied.

Given the considerable financial impacts as outlined, it is recommended this matter be referred to the mid-year budget review process so Council can consider this matter in the full context of the known community needs and the status of the operating budget.

Provision of Customer Service, Communication and Events during COVID

- Between 5 July 2021 and 6 August 2021, Customer Service received 51 calls relating to COVID specific queries. It is worth noting, FRRRC had 654 calls which as usual – seems to be a hot topic for our community every time we enter another lockdown.
- Walk through traffic across all service touchpoints were at standard & steady levels, before two separate circuit breaker lockdowns were called once again. These lockdowns saw all service centres, including the Visitor Information Centre close their doors from Friday 16 July 2021 through to COB Tuesday 27 July 2021 just to close again one week later from Thursday 5 August 2021. At the time of writing this report, Metropolitan Melbourne including Frankston City is currently still in a lockdown. Council is seeing an increase in live chat activity with almost 200 more requests over the past month than the previous one.
- As part of the rollout of vaccinations, Council is working with Peninsula Health on promoting the benefits for our community including highlighting the new vaccination hub opened at Bayside Shopping Centre. Council is regularly using

12.2 Update on Coronavirus (COVID-19) - 30 August 2021**Executive Summary**

our communication channels to feature key messages surrounding vaccination. There are ongoing opportunities for Councillors to be involved in the promotion in consultation with Peninsula Health.

- During the fifth and sixth lock downs over July and August 2021, support has been communicated on social channels, along with messages from Mayor, Cr Kris Bolam JP.
- Council's events team seek approvals from the State Government, when required and continue to work and plan to adhere to the current Public Events Framework. Conversations have commenced with the Department of Jobs, Precincts and Regions (DJPR) in relation to the possibilities and restrictions for some of our larger events ahead of the 2021-2022 event season liaising with an appointed DJPR direct contact.

Financial Impact

At this early stage in the financial year there are no adjustments to the 2021-2022 Recover package. Depending upon Council's decision at this meeting as outlined above, it is recommended matters listed above be referred to the mid-year budget review process so Council can consider these matters in the full context of the known community needs and the status of the operating budget.

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 actual spend as at 30 June 2021 was \$5.27 million and endorsed budget for 2021-2022 of \$3.860 million 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 impacts of the Pandemic 2020/2021 have caused huge stress to our community with many individuals and organisations affected. The Recovery Grants will help to alleviate some of the impacts and 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) - 30 August 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 for distributing grants ensures it is fair for all.

Conclusion

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

ATTACHMENTS

Attachment A: [↓](#) Relief and Recovery Package - Status Report - ending July 2021

Attachment B: [↓](#) COVID-19 Community Support Grants - August 2021

Relief and Recovery Package Monthly Financial Report as at 31 July, 2021

		May 2020 - June 2021	2021-2022			
Activities	Description	Actuals \$5.27m	Budget \$3.86m	Actuals	Status update	Total Package \$9.128m
1. Residential rates relief – Unemployed Owner/Occupier	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 May 2020 through June 2022	446,000	400,000		Currently 2,230 waiver applications have been approved. Council endorsed the continuation of the rate relief as part of the endorsed 2021-2022 Recovery Package included in the adopted 2021-2025 Council Plan and Budget.	846,000
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.	446,252	150,000		Meals on Wheels continues to be supported to deliver the service to socially isolated and elderly individuals in the absence of volunteers. Wellbeing calls to elderly and lone household continue to be conducted by the additional support staff and the Community Recovery Centre call staff.	596,252
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	150,000		Referrals to the Community Recovery Call Centre continue to be received from the community, other Council departments and other local agencies. Wellbeing calls to elderly, lone person households and other identified vulnerable residents continue to be conducted by support staff in the Call Centre. (Contacts include calls, texts and emails).	450,000
Mental Health support programs	Provide training to community groups to support their members and the community with mental health issues.	-	100,000		Course providers for Mental Health First Aid Training for members of the community have been sourced and a schedule of online/face to face training is being developed.	100,000
12. Emergency backup and support for Community Support Frankston (CSF)	Material Aid Continued grant for Community Support Frankston in order to extend their ability to respond to the needs of the most vulnerable members of the Frankston community.	825,000	500,000		Council officers are working with Community Support Frankston (CSF) spent in accordance with the grant requirements. This grant is significantly helping CSF to meet unprecedented community demand for emergency relief and material aid assistance from a growing number of financially disadvantaged community members.	1,325,000

Relief and Recovery Package

Monthly Financial Report as at 31 July, 2021

		May 2020 - June 2021	2021-2022			
Activities	Description	Actuals \$5.27m	Budget \$3.86m	Actuals	Status update	Total Package \$9.128m
14. Student Scholarship program	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)	1,000	10,000		The grant guidelines have been established and released to the community for applications.	11,000
18. b) Creative Industries and Artists Grants	Local Artist Grants 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.	32,000	25,000		The grant guidelines have been established and released to the community for applications.	57,000
25. Repurpose Community Grants Program	Continue 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	370,350	100,000		Criteria related to the community grants program was endorsed at the 28 June 2021 Council meeting.	470,350
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 (2020-2022). (Please note this excludes on-street parking in the city centre which is already provided for free and has localised time-restrictions)	49,506	93,000		People returning to shop in Frankston post lock down is generating more activity including "Do it Outdoors" in the city centre.	142,506
Frankston Business Chamber	Re-establish the Frankston Business Chamber: transition to an incorporated association over a 12 to 14 month period	-	200,000		Recruitment is underway for a temporary resource to re-establish the Frankston Business Chamber	200,000
40. Business Concierge (crisis package)	Rebadge and expand business training, mentoring, resilience training, concierge and network services, tender and business case writing and initiatives	58,892	200,000		Council continues to provide a dedicated Business Concierge and business support services. The business support has been rebadged and broadened.	258,892
41. Business Support (crisis package)		23,005			Activity merged with the Business concierge	23,005
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.		237,000		Council's Buy Local campaign planning is underway.	237,000

Relief and Recovery Package

Monthly Financial Report as at 31 July, 2021

		May 2020 - June 2021	2021-2022			
Activities	Description	Actuals \$5.27m	Budget \$3.86m	Actuals	Status update	Total Package \$9.128m
45. Place Activation	Develop a calendar of (seasonal) activations and events	27,888	100,000		A calendar of activation is currently being programmed as part of Council's response to the Outdoor Dining and Entertainment Project.	127,888
47. Kerbside Trading Permit fee relief	Waive Kerbside Trading fees for 2020-2022	70,545	50,000		Fee relief mechanism in place	120,545
A frame signage fee relief	Financial relief for Businesses waive A frame signage fee for 2021-2022	0	27,000		Fee relief mechanism in place	27,000
48. Food Act Registration fees	Provide free registration for new businesses	117,100	50,000		Fee relief mechanism in place	167,100
49. Expansion of Invest Frankston Business Grant funding pool	Continue to provide 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	232,000	170,000		Council continues to support invest Frankston Business grant program	402,000
50. Investment Attraction	Re-ignite interest from existing leads to fast track new investments, including fast track permits and activation grants		100,000		Council is currently preparing a range of prospectuses designed to attract investment back into Frankston City. Council's Economic Investment Lead continues to proactively attract small to large scale investment.	100,000
61. Long Term vacant shop fronts	'Top up' existing grants to attract businesses to operate long term vacant shop fronts in the municipality.	50,000	100,000		Continue to roll out the grant program	150,000
Ratepayer Reward Redemption	3.1 Discount voucher provided for: o an additional at call hard rubbish collection o PARC visit pass o Arts centre show	0	1,100,000		Ratepayer Reward program will be launched with the 2021-2022 rates notice scheduled to be post in late August	1,100,000
	Other package activities fully delivered and complete in 2020-2021 and not continued into 2021-2022	2,217,412				2,217,412
	Total Relief and Recovery packages	5,266,950	3,862,000	-		9,128,950

COVID-19 COMMUNITY SUPPORT GRANTS

As part of Council's COVID-19 Relief and Recovery Package, a funding pool of \$100K (or \$118K including reference to the \$18K for Youth Grants funded through the State Government Engage Program) under the Community Recovery Grants have been made available to support individuals, community groups 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 \$60,000 (the funding round opened on 2 August 2021 and will close on 31 August 2021): A one-off funding of up to \$3,000 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.

COVID-19 Urgent Relief Grants \$20,000 (the funding round opened on 2 August 2021 and will close when funds has been expended for FY 2021/22): This grant assists grassroots community groups to access urgent funding of up to \$1,000 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.

Inclusion Support Grants \$20,000 (the funding round opened on 2 August 2021 and will close when funds has been expended for FY 2021/22): 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.

Youth Grants \$18,000 (The funding round opened on 12 July 2021 and will close 17 August 2021): Grants are up to \$600 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.

SUCCESSFUL RECIPIENTS BY GRANT CATEGORY

The funding rounds for all grants have recently opened; there are no current grant recipients to report due to the round still being open.

COVID-19 Recovery Grants

The funding round opened on 2 August 2021 and will close on 31 August 2021.

Inclusion Support Grants

The funding round opened on 2 August 2021 and will close when funds has been expended for this financial year.

COVID-19 Urgent Relief Grants

The funding round opened on 2 August 2021 and will close when funds has been expended for this financial year.

Youth Grants

The funding round opened on 12 July 2021 and will close 17 August 2021.

Executive Summary**12.3 Minutes of Committee meetings represented by a Councillor Delegate**

Enquiries: (Brianna Alcock: 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 consider the requirement of tabling minutes of committees to which a Councillor delegate has been appointed.

Recommendation (Chief Financial Officer)

That Council:

1. Notes the requirement created by NOM986 for the Minutes of Internal and External Committee Meetings to be presented to Council;
2. Recognises the new requirements arising from the Local Government Act 2020 in relation to confidential information provisions and the associated penalties for disclosure;
3. Notes that there are alternative mechanisms for Councillors to report information to Council such as reporting the achievements of a committee via a Councillor Delegate report; and
4. Resolves to no longer require the Minutes of Internal and External Committee Meetings, to which a Councillor delegate has been appointed, to be tabled at future Council Meetings.

Key Points / Issues

- At its meeting on 15 July 2013, as per NOM986 – Minutes of Internal and External Committee Meetings, Council resolved:

That effective immediately the Minutes of internal and external Committee Meetings, to which a Councillor delegate has been appointed, be tabled at future Council meetings for noting.

- Council participates in a number of committees which include public sector organisations collaborating together and committees convened by Council which service various Council interests. A copy of the delegates list for 2021 is provided (Attachment A).
- Council typically appoints a Councillor delegate to each external and internal committee for a period of 12 months.
 - There are complexities surrounding confidential information contained within the discussion matter in Committee Minutes.
 - The types of confidential information may include personal information, commercial information, security information and law enforcement information, which if released may be in breach of the Local Government Act 2020 confidentiality provisions or have other adverse consequences.

12.3 Minutes of Committee meetings represented by a Councillor Delegate**Executive Summary**

- In order to comply with the NOM and Council's other obligations the content of the Minutes may need to be heavily redacted, which may impact on their legibility. Alternatively, it may be necessary to negotiate with committees to alter the way they draft their minutes which may impact on their ability to function efficiently.
- If Council resolve to no longer require for minutes to be reported to Council there would still be other mechanisms available to enable information to be reported to Council when required. Councillors may wish to provide a delegates report to Council verbally or in writing.

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 Committee minutes available to the public may provide confidence in transparency of decision making.

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 are no policy implications associated with 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 risks associated with this report.

Conclusion

It is recommended that the information be received and the Minutes of Committee Meetings to which a Councillor is a delegate is no longer required to be tabled at Council Meetings.

12.3 Minutes of Committee meetings represented by a Councillor Delegate

Executive Summary

ATTACHMENTS

Attachment A: [↓](#) Councillor Delegates 2021 List

Committee Delegates 2021

Internal Committees	
Committee	Councillor
Advocacy Sub-Committee	Mayor (Cr Bolam) & Cr Hill
Belvedere Reserve Negotiation Committee	Mayor (Cr Bolam) & Cr Hill
Frankston City News Committee	Mayor, (Cr Bolam) & Cr Asker
Kananook Creek Governance Group	Cr Baker & Cr Harvey
Major Community Events Grants	Cr L Hughes
Municipal Emergency Management Planning Committee	Mayor (Cr Bolam)
Sports Liaison Committee	Deputy Mayor (Cr Conroy) & Cr L Hughes
Tourism Committee	Cr Tayler & Cr Asker

External Committees	
Organisation	Councillor
Association of Bayside Municipalities	Mayor (Cr Bolam) & Manager Policy, Planning & Environmental Strategies
Australian Local Government Women's Association	Cr Baker & Cr Harvey
Frankston Charitable Fund Committee of Management	Cr Hill & Cr Tayler
Frankston Revitalisation Board	Mayor (Cr Bolam)
Municipal Association of Victoria	Mayor (Cr Bolam); Sub: Deputy Mayor (Cr Conroy)
Metropolitan Local Government's Waste Forum	Cr Harvey & Manager Waste and Recycling
National General Assembly 2021	Mayor (Cr Bolam), Deputy Mayor (Cr Conroy), Cr Tayler & Cr Asker
South East Councils Climate Change Alliance (SECCCA)	Cr Harvey; Sub: Mayor (Cr Bolam)
South East Melbourne Mayoral Group	Mayor (Cr Bolam)
Western Port Biosphere Reserve Foundation Ltd – Councillor Liaison Committee	Deputy Mayor (Cr Conroy)
Youth Advisory Council	Cr L Hughes

Executive Summary**12.4 Appointment and Authorisation of Council Staff**

Enquiries: (Brianna Alcock: Chief Financial Office)

Council Plan

Community Outcome:	3. Sustainable City
Strategy:	3.3 Ensure good governance and management of Council resources
Priority Action	3.3.2 Implement a schedule of reviews of services, plans, policies and protocols to ensure good governance

Purpose

To appoint Council officers for the purpose of enforcing the *Planning and Environment Act 1987* and the *Local Government Act 2020*.

Recommendation (Chief Financial Officer)

That Council:

1. Pursuant to the provisions of Section 147 (4) of the *Planning and Environment Act 1987* and Section 313 of the *Local Government Act 2020(Act)* appoints the officer listed in the Instrument of Appointment and Authorisations;
2. Authorises for the Instrument of Appointment and Authorisation to be signed and sealed; and
3. Resolves for attachment A to be retained confidential, as it contains personal and council business information and would, if prematurely released, breach privacy obligations.

Key Points / Issues

- For proper administration of section 147(4) *Planning and Environment Act 1987* and section 313 of the *Local Government Act 2020* (the Act) planning officers must be formally appointed as 'authorised officers' for the purposes of legal enforcement and to administer the Act.
- Council's Lawyers have reviewed the provisions of the Act in regard to delegation of powers and have concluded that authorisation of officers under the Act cannot be delegated by the Chief Executive Officer. Council's Lawyers are of the view that officers required to be authorised under the Act must be authorised by resolution of Council.
- The appropriate resolutions for appointment and authorisation of the planning officer are set out in the recommendation of this report
- Note the Instruments of Appointment and Authorisation are required be a confidential attachment on the grounds that it contains confidential information for the purposes of Section 77 of the *Local Government Act 1989*. This is pursuant to Section 72 of the *Local Government Act 1989*, as confidential information under Section 3(1) of the *Local Government Act 2020*.

Financial Impact

The authorisation of officers has no financial implications.

12.4 Appointment and Authorisation of Council Staff**Executive Summary****Consultation****1. External Stakeholders**

Not applicable.

2. Other Stakeholders

The authorisation of the officer listed for consideration have been discussed with the relevant Managers.

Analysis (Environmental / Economic / Social Implications)

There are no environmental or social implications associated with this report.

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

Officers are required to be appointed as authorised officers under Section 147(4) the *Planning and Environment Act 1987* and Section 313 the *Local Government Act 2020* to legally enforce, administer the Act and institute proceedings for offences against the Acts and regulations as described in the instrument.

Policy Impacts

There are no Policies that impact the decision of this report.

Officer's Declaration of Interests

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

Risk Mitigation

Failure to provide authorisations would result in officers not being able to enforce or administer the law.

A suite of authorisations have been developed by Maddocks and are used by most councils across Victoria. Authorisations for other officers in the same or similar roles have been in place for many years without undue issues.

There are a range of checks and balances undertaken to ensure these powers are exercised appropriately. When no longer required these powers are revoked to ensure good governance practices are being maintained and the risks associated with inappropriate use are reduced.

Conclusion

It is recommended that Council adopt the appointment Instrument of Appointment and Authorisation to be signed and sealed.

This will facilitate the effective ongoing legal administration of the provisions of the Act.

12.4 Appointment and Authorisation of Council Staff**Executive Summary**

ATTACHMENTS

Attachment A: Instrument of Appointment and Authorisation for Statutory Planner
- **CONFIDENTIAL**

Executive Summary**12.5 Draft Procurement Policy 2021 - 2025**

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 present Council with the draft Procurement Policy 2021–2025 for consideration and endorsement for public exhibition.

Recommendation (Chief Financial Officer)

That Council:

1. Notes the draft Procurement Policy 2021 - 2025 (Policy);
2. Notes the incorporation of Community Benefit procurement principles and objectives to achieve social, economic and environmental outcomes;
3. Endorses the draft Policy to be publicly exhibited for a period of four (4) weeks; and
4. Seeks a report back no later than October 2021 to comply with the requirements of the *Local Government Act 2020* to adopt a Procurement Policy by 31 December 2021, taking into account any submissions received.

Key Points / Issues

- The current Procurement Policy under the Local Government Act (Vic) 1989 was approved by Council on 31 August 2020.
- The Local Government Act (Vic) 2020 (the Act) received royal assent on 24 March 2020 and will fully replace the Local Government Act (Vic) 1989. The provisions pertaining to procurement came into effect on 1 July 2021. Councils have up to 6 months from this date to adopt a procurement policy in accordance with the Act.
- Council must review its procurement policy at least once during each 4 year term of the Council.
- Council's procurement policy must specify the principles, processes and procedures applying in respect of the purchase of goods, works and services, and must include:
 - contract value or threshold for public tenders;
 - description of tender evaluation criteria;
 - description of how Council will seek collaboration with other Councils and public bodies;
 - conditions under which Council may procure without inviting tenders or expressions of interest;
 - description of public tender process; and

12.5 Draft Procurement Policy 2021 - 2025**Executive Summary**

- any other matters prescribed by the regulations
- The key changes that are incorporated in the draft Procurement Policy 2021 - 2025 include:
 - Public tender threshold increased from \$150,000 including GST (for goods and services), and \$200,000 including GST (for works) to \$300,000 excluding GST for goods, works or services;
 - Increased quotation thresholds, with mandatory requirement to seek at least one quotation from local business wherever possible;
 - Collaborative procurement to be considered in procurement activities where possible
 - Incorporation of Community Benefit procurement principles and objectives to achieve social, economic and environmental outcomes
 - Detailed listing of exemptions from competitive procurement requirements
- The draft policy includes an increase to the Chief Executive Officer's delegation to enter into contracts from \$500,000 to \$1 million excluding GST. To ensure transparency in decision-making, reporting will be provided quarterly to Councillors, detailing contracts awarded in the preceding period under the Chief Executive Officer's delegation.

Financial Impact

There are no financial implications associated with this report.

Consultation**1. External Stakeholders**

Collaboration is a key requirement of the new Act. The procurement leads of the South Eastern Metropolitan Regional Procurement Network (comprising of Mornington, Cardinia, Kingston, Port Phillip, Bayside, Boroondara, Casey and Dandenong) have worked to align the principles, thresholds and financial delegations of the proposed policies to support future collaboration as prescribed by the Act.

2. Other Stakeholders

This draft policy includes input from the Executive Management Team, Council's Management team, and the Governance team.

Councillors were briefed on the draft policy on 16 August 2021.

Analysis (Environmental / Economic / Social Implications)

The draft policy sets out Council's commitment to implement procurement practices that provide social value to the community by including economic, social and environmental outcomes, including a focus on the promotion of opportunities for local businesses.

This includes a requirement to include a '*Community Benefit*' criterion weighted at a minimum of 10 per cent in the evaluation of all contracts with a value greater than \$150,000 excluding GST.

This allows Council to promote outcomes beyond financial benefits and contribute to building strong communities.

12.5 Draft Procurement Policy 2021 - 2025**Executive Summary****Legal / Policy / Council Plan Impact**Charter of Human Rights and Responsibilities

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

Legal

Under section 108 of the Act, Council is required to:

- detail the principles, processes and procedures applying in respect of the purchase of goods, works and services;
- set thresholds for when a public tender must be sought and criteria used to evaluate;
- seek to promote open and fair competition and provide value for money;
- be reviewed by Council at least once during each 4 year term of council;
- continue to implement and apply transparent and fair processes which record the basis for any decision;
- task their audit and risk committees with independent, regular assessments and reporting of councils' procurement policies and processes, with established internal structures that provide for independent review of processes, decision making and robust financial management;
- uphold an environment that is conducive to good governance, including establishment of processes with defined and implemented clear roles and responsibilities, that fosters effective decision-making processes and reflects transparency and accountability;
- pursue innovation and continuous improvement;
- establish and maintain an effective approach to the identification, assessment, monitoring and management of risks;
- deal with finances and assets responsibly, to appropriately manage financial risks, and be transparent in their financial dealings;
- promote economic, social and environmental sustainability within their municipalities; and
- collaborate with other councils and describe how the collaboration in the procurement for goods or services is being managed.

Maddocks were engaged to review the draft policy against these requirements, and their feedback has been incorporated.

Policy Impacts

If the draft policy is adopted, it is recommended that the relevant Instruments of Delegation also be updated to achieve consistency between the documents.

Officer's Declaration of Interests

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

12.5 Draft Procurement Policy 2021 - 2025**Executive Summary****Risk Mitigation**

A clear and detailed policy ensures compliance with the Act, and reduces the risk of reputational damage to Council or complaint by dissatisfied suppliers.

Conclusion

Section 108(6) of the Act requires that Council must adopt the first Procurement Policy under this section within 6 months from 1 July 2021.

It is recommended that the Procurement Policy be placed on public exhibition for a period of four (4) weeks and that a report to adopt the Policy be presented for consideration at the 11 October 2021 Council Meeting.

ATTACHMENTS

Attachment A:[↓](#) Draft Procurement Policy 2021 - 2025



Lifestyle Capital of Victoria

Procurement Policy 2021 – 2025

(A4492229)

Responsible directorate:	Chief Financial Officer
Authorised by:	Council Resolution
Date of adoption:	To be determined
Review date:	Next review to be completed by November 2025

(Note that the Local Government Act (Vic) 2020 requires that a Council must review its Procurement Policy at least once during each 4 year term of the Council.)

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1. Authorisation

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

Mayor, Frankston City Council

CEO, Frankston City Council

in accordance with Frankston City Council resolution at its Ordinary Council meeting of **TBD**.

2. Document history

Version	Date adopted by Council
Version 1	6 June 2016
Version 2	11 December 2017
Version 3	23 July 2018
Version 4	22 July 2019
Version 5	31 August 2020
Version 6	TBD October 2021

3. Definitions

Term	Definition
Aboriginal Business	An Aboriginal Business, as defined by the Victorian Government, means a business that is: <ul style="list-style-type: none"> at least 50% Aboriginal and/or Torres Strait Islander-owned; undertaking commercial activity; and mainly located in Victoria The Aboriginal Business sector includes for-profit businesses, Traditional Owner corporations, Social Enterprises and community enterprises in metropolitan and regional areas.
Act	Local Government Act 2020 (Vic)
Australian Disability Enterprises	Commonwealth-funded and generally not-for-profit organisations operating in a commercial context, specifically to provide supportive employment opportunities to people with moderate to severe disability. Some Australian Disability Enterprises also operate as Social Enterprises. Under the Social Procurement Framework, the Victorian Government encourages engagement with Victorian Australian Disability Enterprises that offer award based pay rates for all staff.
Category	A segment of expenditure which contain similar or related products, enabling focus opportunities for consolidation and efficiency.
Collaborative Procurement Arrangement	A contract or other arrangement established by Council, a government body or a nominated agent, such as Procurement Australasia (PA), Municipal Association of Victoria (MAV), South Eastern Metro Regional Procurement Network (SEMRPEN) or a local government entity, for the benefit of numerous state, federal and/or local government entities that achieves best value by leveraging combined economies of scale.

Term	Definition
Commercial in Confidence Information	Information that, if released, may prejudice the business dealings or commercial interests of Council or another party, e.g. prices, discounts, rebates, profits, methodologies and process information, etc.
Contract Management	The process that ensures all parties to a contract fully meet their respective obligations as efficiently and effectively as possible, in order to deliver the contract objectives and provide Value for Money.
Council	Frankston City Council
Councillors	Council's elected representatives (the Mayor and Councillors) or administrator(s) (as the case may be) appointed to act in this capacity.
Council Staff	Includes all Council officers, temporary employees, contractors, volunteers and consultants while engaged by Council.
EMT	Council's Executive Management Team, consisting of Council's Directors and Council's CEO
Local Supplier	Local suppliers are defined as businesses that are either based in the south-east region of Melbourne, perform the majority of their operations in this region or employ a significant number of local residents in their business.
Material Breach	Any breach of this policy that may also represent a breach of legislation or policy such as tendering thresholds, fraud or corruption, and occupational health and safety.
Probity	Within local or state government, the term "probity" means in a general sense "good process". A procurement process that conforms to the expected standards of Probity is one in which clear procedures that are consistent with Council's policies and legislation, are established, understood and followed from the outset. These Probity procedures need to consider the legitimate interests of ratepayers and suppliers and ensure that all potential suppliers are treated equitably.
Regulations	Any applicable regulations in force from time to time under the Act.
Social Enterprise	Businesses that trade to intentionally tackle social problems, improve communities, provide people access to employment and training, or help the environment. They derive most of their income from trade (not donations or grants) and use the majority of their profits (at least 50%) to contribute to their social mission. Among other benefits, Social Enterprises play an important role in providing transitional employment for disadvantaged job seekers, including people with disability, as a pathway to employment in mainstream businesses. Social Enterprises can also provide ongoing employment options for disadvantaged job seekers who may not be well placed to sustain mainstream employment over the longer term.
Supplier Code of Conduct	Council's Supplier Code of Conduct sets out the standards of behaviour that a supplier agrees to aspire to when engaged by Council.
Sustainability	An approach whereby activities can meet the needs of the present without compromising the ability of future generations to meet their needs.
Tender Process	The process of inviting parties from either a select list or via public advertisement to submit an offer by tender followed by evaluation of submissions and selection of one or more successful bidders or tenderers in accordance with pre-determined evaluation criteria.
Value for Money	The best mix of cost, quality (i.e. ability to meet user requirements) and Sustainability (environmental, social and economic). The lowest price will not necessarily represent Value for Money.

4. Overview

This Procurement Policy is made under section 108 of the Act. The Act requires each council to (amongst other things):

- prepare, adopt and comply with a procurement policy which specifies the principles, processes and procedures applying to all purchases of goods and services and carrying out of works by the council to promote open and fair competition and provide value for money;
- establish the thresholds and processes for public procurements;
- provide for collaboration in procurement with other councils or public bodies; and
- review its procurement policy at least once during each 4-year term of the council.

5. Purpose

The purpose of this Procurement Policy is to aim to:

- establish a procurement framework to achieve continual improvement and Value for Money in the timely acquisition of goods, works and services;
- ensure consistency, control and best practice over procurement activities;
- ensure Council resources are used efficiently and effectively to improve the overall quality of life of people in the local community;
- support the achievement of Council's strategies, aims and objectives as stated in the Council Plan prepared and adopted by Council under section 90 of the Act;
- support collaboration and partnership opportunities, including through Collaborative Procurement Arrangements;
- provide guidance and achieve high standards of Probity, transparency, accountability and risk management; and
- enhance Council's ability to obtain the best outcome from purchasing activities referring to a range of considerations, including but not limited to environmental, financial, social Sustainability and support for the local economy.

6. Scope

Procurement is the whole process of acquisition of external goods, services or works. It can include planning, design, standards determination, specification writing, preparation of quotation and tender documentation, selection of suppliers, financing, contract administration, disposals, and other related functions. This process spans the whole life cycle from initial concept through to the end of the useful life of an asset (including disposal) or the end of a service contract.

Procurement also includes the organisational and governance frameworks that underpin the procurement function.

This Procurement Policy represents the principles, processes and procedures that will be applied to all procurement activity undertaken by Council. The application of this Procurement Policy commences when Council has identified a need to procure goods, works or services, and continues through to the delivery of goods or completion of works or services.

This Procurement Policy will apply to Councillors, Council Staff and all persons undertaking procurement on Council's behalf. Council must comply with this Procurement Policy before entering into a contract for the purchase of goods or services, or the carrying out of works.

7. Policy non-compliance

Non-compliance with this Procurement Policy may result in a contravention of legislative requirements (including contravention of the Act) and disciplinary action that could include dismissal. In addition, criminal and civil penalties may be imposed if any Councillor or Council Staff act in contravention of any laws, including (without limitation) laws regarding fraud, corruption, bribery or Australian competition and consumer laws. Refer to clause 18 of this Procurement Policy for further details regarding the reporting of fraud or complaints.

8. Principles

Council will apply the following fundamental best practice principles to every procurement activity irrespective of the value and complexity of that procurement:

- Value for Money;
- open and fair competition;
- accountability;
- risk management; and
- Probity and transparency.

Council is also committed to reducing its environmental impacts, while generating benefits to the broader community and economy. Council will seek to do this by:

- encouraging the design and use of products and services that have been produced to ethical standards, which have minimal impact on the environment and human health;
- fostering a viable market for sustainable products and services by supporting business and industry groups that demonstrate innovation in Sustainability; and
- supporting suppliers that are socially responsible and adopt ethical practices.

9. Delegations

Any procurement spend with a value greater than \$1,000,000 (excl GST) can only be entered into by a resolution of Council.

For procurement spend below \$1,000,000 (excl GST), Council will maintain and apply a scheme of procurement controls and delegations for Council Staff authorised to make such procurement commitments in respect of goods, services or works.

Council procurement processes will require authorisation from Council Staff with sufficient financial delegation before Council enters into any binding contracts for the purchase of goods, services or works.

All purchase orders and invoices must have dual authorisation of expenditure, in accordance with the relevant financial instrument of delegation before any payment is made.


10. Probity and ethics

Council's procurement activities are to be performed in an open, transparent and ethical manner with demonstrated integrity, fairness and accountability that meets relevant legal requirements at all times.

10.1 Conduct of Councillors and Council Staff

Councillors and Council Staff will at all times act in accordance with the Councillor Code of Conduct or the Staff Code of Conduct respectively. They must perform their duties ethically and with integrity, and must:

- treat potential and existing suppliers with equality and fairness;
- not use their position to seek or receive personal gain in procurement matters;
- maintain confidentiality of Commercial in Confidence Information;

- 
- present the highest standards of professionalism and Probity;
 - afford suppliers and prospective suppliers with the same information and an equal opportunity to participate in a competitive procurement process, such as any tender or quote for goods, services or works contracts;
 - be able to account for all decisions and demonstrate and provide evidence of the processes followed;
 - not perform any work, deliver services or supply goods under any Council contracts that those Council Staff are supervising i.e. Council Staff cannot also work for the relevant supplier;
 - query incidents, decisions or directions that appear to contradict or deviate from Council's standards of ethics or Probity or established policies and procedures; and
 - ensure that this Procurement Policy is adhered to in relation to any expenditure of Council funds.

10.2 Councillors' roles in procurement activities

The Councillors have a limited role in procurement activity and may be briefed on significant procurements during the procurement process. The role of the Councillors includes providing a level of input during the project initiation phase that will assist the responsible service units to achieve their intended outcomes and overall community benefits. The Councillors may be briefed of the scope and intentions of a procurement via involvement in the major projects advisory committee, Councillor bulletins, Councillor briefings or memoranda to Councillors.

In line with a Councillors' obligations, including under the Act and the Councillor Code of Conduct, Councillors are not permitted to form part of an evaluation panel or take on the responsibilities of a procurement sponsor, project director, contract superintendent/manager or similar. The relevant procuring officer is wholly responsible for the setting of evaluation criteria and criteria weightings. These criteria and weightings require endorsement by the procurement sponsor and project director.

Strict probity requirements set in the planning stage of a procurement must be adhered to during the evaluation and award stages of that procurement. Evaluation panel members must not disclose to any Councillors any element of an evaluation process while submissions are under consideration, other than to provide timeline updates if and when requested by the Councillors.

10.3 Conflict of interest

Councillors and Council Staff must at all times avoid situations which may give rise to an actual or perceived conflict of interest. A conflict of interest may be a 'general' or a 'material' conflict of interest.

A member of Council Staff has a general conflict of interest in a matter if an impartial, fair-minded person would consider that the person's private interests could result in that person acting in a manner that is contrary to their public duty.

A member of Council Staff has a material conflict of interest in a matter if an affected person would gain a benefit or suffer a loss depending on the outcome of the matter. The benefit or loss may be direct or indirect and pecuniary or non-pecuniary. Affected persons include, among others, the member of Council Staff and their family members.

Any Council Staff or other person engaged to provide advice or services to Council, must disclose any general or material interest before providing advice or reports.

In procurement matters, all Councillors and Council Staff (as the case may be) involved in any stage of the procurement process, including (without limitation) the preparation of specifications, procurement or contract documentation, the evaluation of responses, quotations or tenders, or the awarding of any contracts, must:

- avoid conflicts of interest, whether material or general or actual, potential or perceived, wherever possible (this includes the receipt of any gifts, benefits or hospitality, as further detailed in clause 10.6 of this Procurement Policy);
- complete and lodge a conflict of interest declaration in respect of the procurement;
- observe applicable Council and government legislation and guidelines on how to prevent or manage any conflicts of interest; and

- immediately disclose any conflict of interest in accordance with the relevant legislation and Council guidelines if they become aware of a conflict throughout the duration of the procurement activity.

10.4 Open and fair competition

All prospective suppliers must be treated fairly, with access to the same information to afford them an equal opportunity to tender, submit a quotation or otherwise participate in a competitive procurement process.

Impartiality must be maintained in selecting suppliers to fulfil Council's needs.

Council will provide open and honest feedback to suppliers who participate in any competitive procurement process for Council's business, subject to confidentiality of Commercial In Confidence information.

Any suspected improper conduct, including (without limitation) suspected fraud, corruption, substantial mismanagement of public resources, risk to public health and safety, risk to the environment or other detrimental action must be managed by members of Council Staff in accordance with Council's internal policies and processes. Refer to clause 18 of this Procurement Policy regarding the reporting of fraud and complaints for further details.

10.5 Probity, accountability and transparency

Accountability in procurement means being able to justify and provide evidence of the process followed. An independent third party must be able to see clearly that a process has been followed and that the process was fair and reasonable.

Council Staff must be able to account for all procurement decisions and ensure all procurement activities leave an audit trail for monitoring and reporting purposes.

10.6 Gifts, benefits and hospitality

Under no circumstance should Council Staff or Councillors involved in the procurement of goods, works or services seek or accept any immediate or future reward or benefit from a potential or actual supplier, regardless of value.

Any gift or benefit offered to a Councillor or Council Staff will be managed in accordance with Council's internal policies and processes.

Councillors and Council Staff, particularly contract supervisors must not knowingly:

- visit a current supplier's premises without invitation when acting in their official capacity; and
- engage a Council supplier for private benefit, unless that engagement is on proper commercial terms.

Refer to clause 10.3 of this Procurement Policy for further details on how conflicts of interest are to be managed and addressed.

10.7 Disclosure of information

To maintain transparency, evaluation reports that are presented to Council may publicly publish a successful respondent's price.

Council may publish a summary of awarded contracts via public reports or on Council's website, including but not limited to:

- the contract number, title and type;
- name of the successful supplier;
- value of the contract; or
- contract duration.

Subject to the *Freedom of Information Act 1982* (Vic), the Act and any other relevant legislation, Commercial in Confidence Information received by Council must not be disclosed and is to be stored in a secure manner.

Councillors and Council Staff must avoid references to current or proposed contracts in discussions with acquaintances or outside interests.

Discussions with potential suppliers during any tender, quotation or other competitive procurement process evaluations must not go beyond the extent necessary to resolve doubt on:

- the services, goods or work that Council is seeking to procure; or
- what is being offered by that potential supplier.

At no stage should any discussions be entered into which could:

- improperly influence the procurement process;
- improperly influence the negotiation of a contract; or
- have potential contractual implications,

prior to the contract approval process being finalised, other than authorised pre-contract negotiations.

Failure to maintain confidentiality of Commercial in Confidence Information is a breach of the Council Code of Conduct.

10.8 Charter of Human Rights

Council will ensure that all of its procurement operations are consistent with the Victorian *Charter of Human Rights and Responsibilities Act 2006*, including that Act's fundamental rights.

11. Governance

11.1 Structure

Council will operate a centre-led procurement structure, wherein all strategy, policy, procedures, technology, best practice and networking in procurement matters will be led by the Contracts and Procurement unit.

A Procurement Lead from the Contracts & Procurement unit will be allocated to provide assistance, oversight and probity advice to Council Staff for all procurement activities with an estimated contract value greater than \$150,000 ex GST.

Council's Procurement Guidelines and templates are available on Council's Intranet and have been developed to provide assistance to Council Staff when undertaking procurement activities.

11.2 Controls

Council will maintain a framework of internal controls over procurement processes that will ensure:

- more than one person is involved in and responsible for each procurement, end to end;
- transparency in the procurement process;
- a clearly documented audit trail exists for procurement activities;
- appropriate authorisations are obtained, exercised and documented;
- systems are in place for appropriate monitoring and performance measurement; and
- a process is in place for escalation, where appropriate, of procurement matters (including procedural non-compliance) to the relevant Director, EMT, the Audit and Risk Committee or Council itself.

11.3 Financial accountability

All Council Staff are to ensure that procurement approvals are in accordance with Council financial policies and delegations, as determined by Council and the CEO under instruments of delegation. Responsibility for financial management must be accepted and adhered to by Council Staff in undertaking any procurement activities. Council funds must be used efficiently and effectively to procure goods, works and services and every attempt must be made to contain the costs of the procurement process without compromising any of the procurement principles as set out in this Procurement Policy.

Council Staff must:

- ensure the availability of funds within an approved budget must be established prior to the commencement of any procurement;
- not authorise the expenditure of funds in excess of the applicable financial delegation for their position (delegated level of authority);
- not authorise or write multiple purchase orders to avoid the authorisation process requirements or circumvent their procurement or financial authority;
- not approve expenditure that relates to them personally – any expenditure of this nature must be referred to the next higher level of authority for approval; and
- consistent with clause 12.4 of this Procurement Policy, ensure that any purchase orders are generated at the point where the commitment to purchase goods, services or works has been made i.e. a purchase order must be raised in the relevant systems (as updated and which at the time of publication of this Procurement Policy, is Technology One) when the goods, services or works are ordered and not when an invoice is received by Council.

11.4 Internal compliance reporting

Appropriate performance measures and reporting systems must be used and followed to monitor performance and compliance with procurement policies and procedures. This will include but not be limited to regular review of contract variations (as further discussed at clause 12.8 of this Procurement Policy) and compliance with this Procurement Policy.

Material Breaches of this Procurement Policy must be reported as soon as practicable to the relevant Director and CEO, and periodically to the Audit & Risk Committee. See clause 7 of this Procurement Policy regarding non-compliance.

12. Procurement thresholds

For the purposes of assessing procurement thresholds under this Procurement Policy, estimated contract values must be inclusive of reasonable contingency allowances and optional contractual extension periods. Consideration should also be given to the total cost of ownership over the lifetime of the procurement, including but not limited to quality, reliability, risk, sustainability and delivery considerations. Due diligence must be exercised to ensure that realistic assessments are made of all factors which may impact the value of a contract.

Contracts must not be split to avoid proper process or circumvent the requirements of this Procurement Policy.

12.1 Contract value thresholds and procurement requirements

Section 108 of the Act details that each council will set the contract value above which tenders or expressions of interest for contracts must be invited. The Regulations may also set contract value thresholds above which Council must invite a tender or seek an expression of interest. As at the date of this Procurement Policy, no such thresholds have been set in the Regulations.

Subject to an exemption set out in the table at clause 12.2 of this Procurement Policy, a public Tender Process or expression of interest process, must be used for all procurements valued at \$300,000 (excl GST) and above for goods, services or works.

A competitive procurement process may also be called for the purchase of goods, services or works where the estimated expenditure is below the designated threshold but a particular competitive procurement process would assist in achieving a Value for Money outcome.

Except where Council believes a competitive procurement process should be called for (as contemplated immediately above in this clause 12.1), for procurements under \$300,000 (excl GST), the procurement requirements detailed in the following table will apply according to the applicable estimated Contract Value:

Estimated contract value (excl of GST)	Procurement requirement
<\$2,000	Best price available
<\$10,000	Obtain at least one written quotation.
<\$50,000	Seek at least two written quotation
<\$150,000	Seek at least three written quotations
<\$300,000	Undertake a formal RFQ process (seek at least five written quotes)
>\$300,000	EOI or Tender Process

Officers seeking quotations should seek at least one quote from a local business, where possible.

Any exemptions from the above Procurement Requirements must be sought in accordance with Clause 12.2 of this Policy.

12.2 Exemptions from competitive procurement processes

Unless the Act or Regulations require otherwise from time to time, the following circumstances are exempt from the requirements of a competitive procurement process (such as a general publicly advertised tender, quotation or expression of interest).

Exemption type	Explanation, limitations, responsibilities and approvals
A contract required because of a genuine emergency or hardship	See clause 12.3 of this Procurement Policy for further details regarding Emergencies.
Government entity / approved third party	<p>This general exemption allows engagements:</p> <ul style="list-style-type: none"> with another government entity or government owned entity. For example, Federal, State or Local Government or an entity owned by a Federal, State or Local Government; and/or in reliance on contracts and arrangements established by another government entity, local authority or local government group purchasing scheme, such as Municipal Association of Victoria (MAV) or National Procurement network members (e.g. Local Buy), Procurement Australia (PA).
Extension of contracts while Council is at market	<ul style="list-style-type: none"> Allows Council to extend an existing contract where the procurement process to replace the contract has commenced, and where the Tender Process or negotiations will take or are taking longer than expected. This exemption may be used when the establishment of an interim short-term arrangement with an alternative supplier is considered not to be in the public interest, as it may be cost prohibitive and/or present a risk in the delivery of critical public services to the municipality.
Professional services unsuitable for tendering	<ul style="list-style-type: none"> Legal services Insurance

Exemption type	Explanation, limitations, responsibilities and approvals
Contract variations (that are not in effect new contracts)	See clause 12.8 for further details regarding the procurement procedure to be observed for contract variations.
Novated contracts	Where the initial contract was entered into in compliance with the Act and Council's procurement policy and due diligence has been undertaken in respect to a new prospective supplier.
Information technology resellers and software developers	Allows Council to renew software licenses and maintenance and support, or upgrade existing systems, where there is only one supplier of the software, who holds the intellectual property rights to the software.
Regional Waste and Resource Recovery Groups	Situations where a Regional Waste and Resource Recovery Group constituted under the <i>Environment Protection Act 1970</i> had already conducted a public Tender Process for and on behalf of its member councils.
Operating leases	Where a lessor leases an asset (generally a vehicle or plant and equipment) to Council and assumes the residual value risk of the vehicle.
Social Enterprise	For goods, works or services less than \$20,000 ex GST, where a Social Enterprise is directly engaged. (Refer to clause 15.3 of this Procurement Policy). Council must still be able to demonstrate Value for Money in the course of the procurement process.
Proven monopoly or specialised market	<ul style="list-style-type: none"> Statutory compulsory monopoly insurance schemes, ie Workcover, motor vehicle compulsory third party. Other statutory bodies such as water supply, electricity connections. Legislatively required services, such as Aboriginal Land Council. When supply of goods, services or works can only be sought from a monopoly supplier, for example the marketplace is restricted by a statement of licence, technology or third-party ownership of an asset (ie telecommunication pits). If there are few suppliers for the goods, services or works being sought or where the work is highly specialised.
Other	<ul style="list-style-type: none"> Subscriptions Memberships Medical Advertising Postage and delivery charges Tolls and cab charges Loans Creative endeavours such as stage shows, bands, performers

In addition to the listed exemptions, the CEO may grant an exemption from seeking responses via a competitive procurement process, such as tenders or multiple quotations, when it can be demonstrated that:

- it is in the public interest;
- Council is still obtaining Value for Money in the process adopted; and
- the process is defensible and able to withstand internal and external scrutiny – one which achieves both accountability and transparency.

Prior to seeking approval for any exemption, advice must be sought by Council Staff from the Contracts and Procurement unit who will review the total cumulative spend with that prospective supplier, and ensure that the justification requirements for the exemption have been met.

Use of any of the listed exemptions must be endorsed by the appropriate Director and the Contracts and Procurement unit.

12.3 Procurement during an Emergency

Where an Emergency has occurred, Council's CEO may authorise procurements without the need for a competitive procurement process where the CEO is of the opinion that delays in obtaining and analysing quotations or similar would unduly frustrate any response to the Emergency.

Once the effects of the Emergency have passed, all further procurement should be in compliance with this Procurement Policy, the Act and other relevant legislation.

For the purposes of this clause 12.3, an **Emergency** is defined as a sudden or unexpected event or occurrence requiring immediate action and includes:

- the occurrence of a natural disaster, hazard, flooding or fire event at or in relation to Council property or Council's municipality;
- the unforeseen cessation of trading of a business critical service provider; or
- any other situation which is liable to constitute a risk to life, health, well-being or property.

12.4 Purchase order requirements

The purchase of goods, works and services must be acquired under an official purchase order that documents the type of services, items, and/or quantities and agreed price.

The purchase order must be raised before any commitment is made to purchase goods, works or services from a supplier in the relevant systems (as updated and which at the time of publication of this Procurement Policy, is Technology One). In other words, the purchase order must be raised when the goods, services or works are ordered and not when an invoice is received by Council.

The purchase order must clearly and explicitly communicate Council's requirements. Once accepted by the supplier, the purchase order is binding on both Council and the supplier and any procurement spend is limited by and must not exceed the purchase order.

12.5.1 Exemptions from raising Purchase Orders

The Contracts and Procurement unit will maintain a listing of expenditure types that are exempt from the requirement to raise a purchase order. These exemptions may be revised from time to time in consultation with EMT and Council's Audit & Risk Committee.

12.6 Probity planning

A probity plan is required where the value of the procurement is greater than \$5 million (excl GST) or where the procurement is considered sensitive, complex, or high risk (**Probity Plan**).

The Probity Plan is to be reviewed and approved by the relevant Director and relevant Procurement Lead.

The Probity Plan must identify whether a Probity advisor and/or Probity auditor needs to be engaged for the procurement process.

In the event a Probity auditor or advisor is appointed, such appointment should be made before the competitive procurement process specifications and documentation are completed.

12.7 Cumulative spend thresholds

Council will monitor and report on cumulative spend with suppliers at least annually. If expenditure with a supplier or a number of suppliers providing similar goods, services or works is ongoing in nature and the cumulative spend is likely to exceed the public tender or EOI expenditure threshold over a rolling two year period, then Council will review the opportunity to pursue a contract for the aggregated purchase of such goods, services or works through a competitive procurement process.

Expenditure that was procured through a competitive process may be excluded from the cumulative spend analysis.

12.8 Contract variations

Contract variation expenditure may be exempt from the procurement procedure described in clause 12.1 if the variation:

- forms part of an existing contract; and
- in itself does not change the contract to such an extent that it could be deemed that a new contract has been established.

If the contract variation:

- is so extensive that the variation would be deemed a new contract, then a competitive procurement process may be required as set out in clause 12.1; and
- is a genuine variation and would not be deemed a new contract, then the procedure described below in clause 12.8.1 can be followed.

All contract variations must be assessed to determine whether they are properly characterised as variations or whether they are in effect a new contract. This will depend on factors like:

- the monetary value of the proposed variation, i.e. the value of the variation in the context of the thresholds fixed by this Procurement Policy at clause 12.1; and
- the subject matter of the proposed variation, and whether it is consistent with the scope of the original contract.

Council Staff should be cautious in readily determining that a contract variation is not a new contract, in order to minimise the risk of investigation into Council's processes (including by the Local Government Inspectorate), reputational damage to Council or complaint by dissatisfied and unsuccessful suppliers. Council Staff should seek guidance from the Contracts and Procurement unit when considering contract variations.

12.8.1 Approving contract variations

Variation Type 1: Significant Contract Variations	
The cumulative value of all proposed variations is greater than 20% of the Original Contract Value (or greater than the approved contingency budget, whichever is the lower)	
Variation detail	Approved by
Contracts approved by Resolution of Council	EMT in accordance with the Capital Works budgeting review process
Cumulative variations greater than \$300K (ex GST)	CEO
Cumulative variations less than \$300K (ex GST)	Director

Variation Type 2: All other Contract Variations that are not Type 1	
Variation detail	Approved by
The variation is within the approved budget(s) for the contract, and cumulative variations do not exceed the original contract sum by more than 20%	The Revised Contract Value must be within the approving Officer's financial delegation.
Onsite and minor variations <ul style="list-style-type: none"> Low risk variation – the variation approval is required to ensure that there are no unnecessary interruptions or delays to the works or services; and A written quote has been received 	Contract Superintendent / Superintendent's Representative /Contract Manager with sufficient financial delegation <i>NB - all variations are to be reported to the appropriate financial delegate for the revised Contract Value as soon as practicable.</i>

13. Procurement processes

Council's standard methods of procurement include:

- purchase (Credit) cards;
- payment cards (ie Bunnings, Coles, fuel);
- purchase Order / Quotation;
- request for quotation;
- request for tender;
- request for proposal; and
- expressions of interest.

13.1 Public notice and communication

All public tenders or similar competitive procurement processes invited by Council will be published via Council's eTendering Portal and may be advertised in the media.

The eTendering Portal will also be used to provide access to public documentation (during the relevant open period), including without limitation, addenda, contract award information, guidelines for doing business with Council, Council standard terms and conditions and standard drawings and civil specifications (as the case may be).

13.2 Market engagement

Council recognises that in order to aim to achieve sustainable outcomes and Value for Money, a strategic assessment of the appropriate approach to market should be undertaken to determine whether to approach the market directly, participate in regional or sector wide Collaborative Procurement Arrangements, access aggregator or State Government contracts or use other means.

Council will consider supply arrangements that are more likely to deliver the best value outcomes in terms of time, expertise, cost, Value for Money and quality, as such lowest price is not necessarily the sole determinate of selecting a supplier.

Suppliers will be encouraged as reasonably possible to compete for Council work and services. Where appropriate, Council will encourage new suppliers for categories that have low competition.

Council will also carefully plan how it packages its requirements for significant goods, services and works by considering the market landscape (competitiveness, market size and Local Supplier capabilities) so as to maximise competition and optimise the best Value for Money outcome for Council.

Council recognises the importance of effective and open working relationships with its suppliers and is committed to developing and managing supplier relationships by establishing contracts that set reasonable and fair expectations for suppliers.

13.3 Specifications / project brief

Specifications used in procurements must aim to inform bid and quotation requests. They should aim to accurately detail the services, works or goods required in order to ensure that submissions received address Council's requirements.

Well drafted specifications greatly assist when evaluating submissions as they allow a clearer comparison between offers received. Specifications will be incorporated into the contracts and therefore should be written in a manner that:

- sets out the performance and functional requirements;
- clearly describes what Council wishes to procure;
- ensure impartiality and objectivity;
- encourage the use of standard products;
- encourage sustainability; and
- eliminate unnecessarily stringent or market restricted requirements.

13.4 Late responses

Council will not accept late responses to any competitive procurement process under any circumstances.

13.5 Evaluation criteria for Value for Money

Council's procurement activities will be carried out on the basis of obtaining Value for Money, taking into account both financial and qualitative factors, including but not limited to:

- mandatory criteria;
- financial cost to Council;
- capacity of respondents to provide the goods and/or services and/or works;
- capability of respondents to provide the goods and/or services and/or works in accordance with Council's requirements;
- community benefit, including local, social, economic and/or environmental Sustainability;
- quality; and
- previous experience and past performance.

13.5.1 Minimum criteria weighting

All procurements for goods, services or works of value equal to or greater than \$150,000 (excl GST) must include the following evaluation criteria:

Criterion	Minimum Weighting
Financial Cost to Council	30%
Community Benefit	10%

The weighting for these criteria may only be varied or excluded with approval from the relevant Director prior to issuing any competitive procurement documentation, such as quote or tender documentation.

13.5.2 Mandatory criteria

Council Staff should consider inclusion of mandatory (pass/fail) criteria including, but not limited to:

- occupational health and safety;
- insurances;
- licences / qualifications;
- Child Safe Standards;
- applicable legal requirements;
- applicable standards or industry best practice; and
- accreditation with professional bodies or Australian Standards certifications.

13.6 Evaluation of tenders and EOIs

All evaluation processes must be transparent, robust, systematic, well-documented and unbiased.

An evaluation panel will be established to evaluate each submission against the selection criteria. Evaluation panels can include external personnel in order to ensure the best outcome (including in respect of Value for Money) for a procurement activity and must comprise at least 3 persons as well as a chairperson.

A detailed evaluation plan must be developed, approved and strictly adhered to by that evaluation panel. Amongst other things, the evaluation plan involves the establishment of more detailed evaluation criteria (i.e. than those published with the competitive procurement process) and the application of a pre-approved and robust weighted scoring system.

The evaluation plan must be completed and signed-off prior to the relevant competitive procurement process being issued.

13.7 Confidentiality

All information related to a procurement activity should be considered Commercial in Confidence Information.

Council Staff must take proper and adequate precautions at all times to preserve the confidentiality of all proprietary, financial and Commercial in Confidence Information.

Evaluation panel members are required to sign a Council conflict of interest declaration and confidentiality deed acknowledging their understanding of their requirements to protect Commercial in Confidence Information from unauthorised access or use.

Submissions for any competitive procurement process will be maintained by the Contracts and Procurement unit, registered in Council's records management system and access only provided to members of the relevant evaluation panel after completion of Council's conflict of interest declaration and confidentiality deed.

With the exception of senior officers of Council and requests in accordance with the *Freedom of Information Act 1982* (Vic), only persons on the relevant evaluation panel have a need to view any applicable documentation received from respondents to a competitive procurement process.

Security procedures for Commercial in Confidence Information must include the following:

- only those individuals with a direct need are to be granted access to procurement related information;
- document security must be observed, both physical (eg locked cabinets) and electronic (eg password protected);
- only limited copies of submissions should be produced;
- all documents and correspondence that are unnecessary for project files should be disposed of securely (eg shredded or security bins); and
- a 'clean desk' policy must be adhered to and all files that are not securely disposed of must be locked away when not in use.

13.8 Shortlisting and negotiations

Council may conduct a shortlisting process during a competitive procurement process, such as an EOI, tender or quotation processes. Shortlisting can be based on any criteria but only in pursuit of the most advantageous outcome for Council. Council may shortlist one or more respondents.

Shortlisted respondents may be invited by Council to submit further information which includes submitting a best and final offer in relation to all or certain aspects of their respective submissions.

Once one or more preferred respondents are selected, negotiations can be conducted in order to obtain the optimal solution and commercial arrangements, within the original scope and intent of the competitive procurement process. Probity requirements apply to all negotiations.

13.9 Award of contract

The value of the procurement activity will determine the relevant financial delegate to consider and approve (or otherwise) the relevant evaluation report.

The approving financial delegate cannot change the recommendation of the evaluation panel as to the preferred respondent. That is, if the approving financial delegate does not agree with the findings of the evaluation panel, they cannot make a substitute decision as to which respondent will be awarded the contract. Awarding a contract without the application of the applicable evaluation criteria may amount to engaging in misleading and deceptive conduct, breach of a 'process contract' or misuse of a delegation and could give rise to (amongst other adverse consequences) legal action being brought by dissatisfied respondents.

The approving financial delegate can reject a recommendation, on the basis that the delegate is not satisfied that the process undertaken was compliant with this Procurement Policy. Additional information can be sought by the approving financial delegate from the evaluation panel to clarify the analysis that was undertaken.

If the approving financial delegate determines that the evaluation was flawed, the evaluation panel may be asked to undertake a more thorough assessment against the published criteria and report back to Council. An approving financial delegate may reject a recommendation and stop the competitive procurement process. This may only be done with due consideration of the operational and reputational cost of taking this action and only when halting the competitive procurement process is in the best interests of Council.

In order to limit the occurrences of halting a competitive procurement processes at the award stage, Councillors are to provide input on the initial planning stage, as contemplated in clause 10.2 of this Procurement Policy, to ensure that the resources committed to the competitive procurement process are best used and that the scope of a project is adequately determined prior to going to market.

*Council's Delegations and Authorisations Policy applies to the **awarding** of contracts (i.e. the decision). The actual writing and signing of subsequent acceptance letters and the signing of contracts is simply an administrative task.*

13.10 Panel arrangement

Council may appoint a panel of suppliers as the result of a competitive procurement process, in an annual supply or panel arrangement.

Once a panel arrangement is established, this is a continuing offer by one or more suppliers to provide specified goods, works or services for a predetermined length of time, usually at a predetermined unit rate, and in accordance with pre-agreed terms and conditions.

When obtaining goods or services from suppliers on these panels, Council is not obligated to seek public tenders, quotations or similar, however quotations from one or more of the panellists may be obtained on a job-by-job basis (subject to the terms of the contract) to promote competition, retain competitive tension and obtain Value for Money.

14. Collaborative Procurement Arrangements

In accordance with section 108(3) of the Act, Council will first give consideration to utilising a Collaborative Procurement Arrangements with other councils or public bodies when procuring goods, services or works, including for the reason of taking advantage of economies of scale.

Council Staff must consider any opportunities for Collaborative Procurement Arrangements in relation to a procurement process undertaken by Council. Any Council report that recommends awarding a contract as the result of a procurement process must set out information relating to opportunities for a Collaborative Procurement Arrangement, if available, including:

- the nature of those opportunities, if any, and the councils or public bodies with which they are available; and
- why Council did, or did not, pursue the identified opportunities for collaboration in relation to that procurement process.

When proposing to engage in a Collaborative Procurement Arrangement, Council will do so in accordance with the following process:

- a heads of agreement, agency appointment or other similar arrangement (including on a non-binding basis) will be established, which amongst other things, will aim to set out a lead participant to act as each participant's agent in the Collaborative Procurement Arrangement (unless alternative arrangements are set out in the heads of agreement/agency appointment); and
- each of the participants will be able to participate in the Collaborative Procurement Arrangement through a contracting model as agreed under the heads of agreement or agency appointment document, which may include a model whereby participants enter into a contract using "jump in/opt-in" contract provisions during the contract term.

Each participant of the Collaborative Procurement Arrangement must be involved in:

- the initial decision to undertake the Collaborative Procurement Arrangement;
- preparation of, and agreement to, the specifications;
- ensuring Probity for the Collaborative Procurement Arrangement; and
- the acceptance of the competitive procurement process response(s) and awarding of contract(s).

Council may also collaborate with other Government agencies or other bodies such as MAV Procurement or Procurement Australasia to procure goods, services or works, or utilise existing Collaborative Procurement Arrangements for the procurement of goods, services or works established through a competitive procurement process where that arrangement provides an advantageous, Value for Money outcome for Council.

Any Federal or State Government grant funded project may be excluded from a Collaborative Procurement Arrangement.

15. Community benefit

Council is committed to implementing procurement practices that provide social value to the community by including economic, social and environmental Sustainability considerations into Value for Money evaluations. This allows Council to promote outcomes beyond financial benefits and contribute to building strong communities.

The United Nations Environment Programme defines sustainable procurement as a “process whereby organisations meet their needs for goods, services, works and utilities in a way that achieves value for money on a whole of life basis in terms of generating benefits not only for the organisation, but also to society and the economy whilst minimising damage to the environment.”

Requirements to deliver community benefit outcomes should be functional and performance-based. They should define ‘what’ outcome is required, rather than ‘how’ the outcome is to be delivered. This approach will provide suppliers with the opportunity to innovate.

Sustainable outcomes will be determined on a case-by-case basis, to ensure that the outcomes sought are proportionate to the individual procurement activity (including scale, value, complexity and level of opportunity and risk), as unduly onerous requirements may be unachievable or unnecessarily deter potential suppliers.

15.1 Economic sustainability

Council supports Local Suppliers and economic development by:

- encouraging purchases that are from Local Suppliers and from local inputs;
- supporting small to medium enterprises (SMEs);
- generating opportunities for local employment and supply chains;
- designing competitive procurement processes that attract local businesses;
- undertaking early local market engagement; and
- fostering innovation and emerging sectors.

Council will give preference to goods manufactured in Australia and New Zealand whenever practicable.

15.2 Environmental sustainability

Council seeks to make procurement decisions that have minimal effect on the depletion of natural resource and biodiversity by promoting:

- green purchasing;
- reduced greenhouse gas emissions;
- reduced waste to landfill and the increase of the amount of waste recycled;
- reduced water consumption and the improvement of water management;
- improved environmental management in Council’s supply chain;
- improved resilience and adaptability to climate change;
- support for the circular economy;
- improved environmental management of Council’s supply chain;
- consideration of suppliers’ environmental systems and practices;
- the collection, storage and analysis of emissions data from major suppliers; and
- working in collaboration with major suppliers to reduce emissions associated with the services they provide to Council.

Before making any purchasing decisions, Council Staff should first consider:

- Can it be borrowed?
- Can we re-use, refurbish or recondition an existing product?
- Can we purchase second hand, or used?
- Is there a more environmentally friendly alternative?

15.3 Social procurement

Council seeks to address disadvantage by encouraging diversity, acceptance, fairness, compassion, inclusiveness and access for all people of all abilities. Council will incorporate the following social procurement objectives, outcomes and actions into procurement planning and give preference to suppliers who enhance social outcomes for the community where appropriate.

Social procurement objectives	Outcomes sought	Suggested actions
Opportunities for Aboriginal people	Employment of Aboriginal people by suppliers to Council	<ul style="list-style-type: none"> Seek opportunities to directly procure from Social Enterprises, Australian Disability Enterprises and/or Aboriginal Businesses. Include performance standards and contract requirements that pursue social and sustainable procurement objectives.
Opportunities for people with a disability	Employment of people with a disability by suppliers Council	<ul style="list-style-type: none"> Use evaluation criteria to favour businesses whose practices support social and sustainable procurement objectives. Encourage suppliers to create new jobs, apprenticeships and opportunities for people who may be disadvantaged, Aboriginal or have a disability. Require suppliers to include relevant Social Enterprises, Aboriginal Businesses and/or Australian Disability Enterprises within their supply chain.
Opportunities for disadvantaged persons	Job readiness and employment for: <ul style="list-style-type: none"> long-term unemployed disengaged youth single parents migrants and refugees workers in transition 	<ul style="list-style-type: none"> Require suppliers to commit to targets for employment and/or training outcomes for disadvantaged, Aboriginal and/or disabled persons. Require suppliers to explain how they will identify disadvantaged Victorians and support them to achieve and maintain employment and training outcomes.
Women's equality and safety	Gender equality within Council suppliers	<ul style="list-style-type: none"> Request evidence of gender equality in leadership positions. Collect data from suppliers on ratio of employment of men and women. Ask suppliers to demonstrate gender equitable employment practices, policies and commitments.
Supporting safe and fair workplaces	Purchasing from suppliers that comply with industrial relations laws, relevant modern slavery legislation and promote secure employment	<ul style="list-style-type: none"> Seek commitment from suppliers to screen supply chains for ethical considerations. Require suppliers to complete a safe and fair workplaces self-assessment checklist and corresponding declaration of compliance. Where appropriate, request documentary evidence to substantiate their responses to the self-assessment checklist and declaration

16. Risk management

Procurement decisions should include an assessment of risks and include requirements for compliance with relevant laws, including without limitation, occupational health and safety and Child Safe legislation. Appropriate risk avoidance and mitigation strategies will be employed whenever practicable and appropriate.

Aspects to be considered may include, but not be limited to, a risk review of:

- project specifications, competitive procurement process and contract terms and conditions;
- insurance requirements (including public liability, products liability, professional indemnity and workers compensation);
- supply continuity and disaster recovery requirements;
- use of standard-form contracts where appropriate;
- ensuring contracts are updated where appropriate to include current, relevant clauses;
- use of or reference to relevant Australian Standards (or equivalent), where appropriate;
- requiring security deposits, where appropriate;
- requiring contractual agreement before allowing the commencement of work;
- effective contract management, including monitoring, assessing and enforcing proper performance; and
- ensure supplier occupational health and safety documentation is verified and assessed against Council's policies and other legislative requirements.

For general risk assessment and control, refer to Council's Risk Management and Policy framework.

16.1 Child Safe Standards

Council is committed to promoting child safety and ensuring compliance with the Victorian Child Safe Standards. As a key priority, Council is actively promoting child safety and reducing the factors that lead to children being harmed.

Council must review all suppliers who undertake work on behalf of Council who may have direct or incidental contact with children.

16.2 Occupational Health and Safety

Council is committed to protecting the health and safety of Council Staff, Councillors, suppliers and the community.

All suppliers undertaking work on behalf of Council are required to comply with the *Occupational Health and Safety Act 2004* (Vic) (the **OHS Act**), applicable regulations under the OHS Act, the *Workplace Injury Rehabilitation and Compensation Act 2013* (and if applicable to claims before 1 July 2014, the *Accident Compensation Act 1985* (Vic)) and Council's Health & Safety Policy.

16.3 Supplier Code of Conduct

Council is committed to ethical, sustainable and socially responsible procurement, and expect the same high standards from our suppliers.

Suppliers undertaking work on behalf of Council are required to comply with the requirements of Council's Supplier Code of Conduct.

17. Contract management

Council will ensure that it receives goods, services or works provided to the required standards of quality, quantity and price as intended by the contract by:

- establishing a system for monitoring and achieving the responsibilities and obligations of both parties under the contract;
- providing a means for the early recognition of issues and performance problems and the identification of solutions; and
- adhering to Council's adopted risk management strategy (see clause 16 **Error! Reference source not found.** of this Procurement Policy regarding Risk Management) and adhering to relevant occupational health and safety contractor compliance procedures (in addition to compliance with other applicable laws or standards).

Council's contract management templates and guidelines are available on Council's Intranet. These templates and guidelines provide assistance to Council Staff in the administration and management of contracts and aim to ensure a consistent approach across Council to these activities.

18. Reporting fraud and complaints

Council regards all allegations of improper conduct and complaints about the procurement process as serious and is committed to handling such disclosures in a sensitive and confidential manner.

Members of the public, suppliers and Council Staff are encouraged to report allegations of improper or corrupt conduct by a public officer involved in any Council procurement process.

Please refer to Council's Fraud Control Policy for further information on reporting suspected fraud or corruption.

19. Administrative matters

Council's CEO is authorised to make any reasonable administrative amendments to this Procurement Policy from time to time where the amendment is limited to an administrative nature and does not affect the substance of this Procurement Policy. For instance, Council's CEO may authorise administrative amendments to:

- address or amend any clerical errors, mistakes or omissions; or
- insert a correction.

Any other matters in this Procurement Policy must only be amended by Council resolution.

20. Procurement Policy and Process Enquiries

For further information or to clarify any matters regarding this Procurement Policy, please contact the Contracts and Procurement unit by email to contractsandprocurement@frankston.vic.gov.au

Executive Summary**12.6 Draft 2021-2031 Financial Plan**

Enquiries: (Simone Wickes: Chief Financial Office)

Council Plan

Community Outcome:	4. A Well Managed City
Strategy:	4.3 Resources
Priority Action	4.3.1 Continue to maintain a financially sustainable Council by advocating for operational grant funding from other tiers of Government to deliver services required by the community, ensure funding decisions are based on Council's priorities, seek alternative revenue sources and ensure the operations of Frankston Regional Recycling and Recovery Centre are financially sustainable

Purpose

To brief Council on the development of the draft 2021-2031 Financial Plan and seek approval for public exhibition.

Recommendation (Chief Financial Officer)

That Council:

1. Notes the draft 2021-2031 Financial Plan;
2. Notes the deliberative community consultation that was undertaken to inform the development of this plan;
3. Endorses the draft 2021-2031 Financial Plan to be publicly exhibited for four (4) weeks from Tuesday 31 August 2021 to 28 September 2021; and
4. Seeks a report back no later than October 2021 to comply with the requirements of the *Local Government Act 2020* to adopt a Financial Plan by 31 October in the year following a general election, taking into account any submissions received.

Key Points / Issues

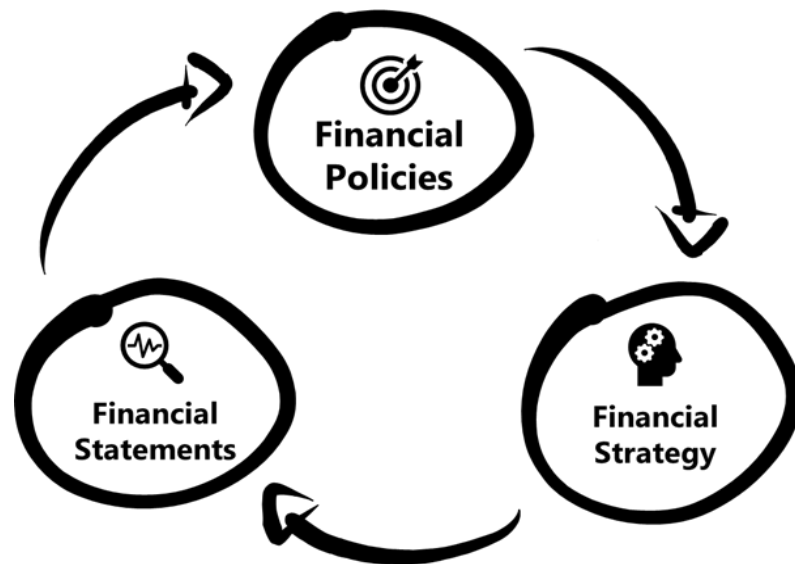
- The purpose of the draft 2021-2031 Financial Plan (the Plan) is to provide a financial framework to Council in terms of what can be prudently achieved over a ten year period and defines the broad financial boundaries for Council.
- The Local Government Act 2020 (The Act) requires Councils to prepare a ten year Financial Plan in the year following a general election through the introduction of governance and supporting principles which include an integrated approach to planning, monitoring and performance reporting.
- This Plan aligns with the adopted 2021-2025 Council Plan Annual Budget and the Revenue and Rating Plan and the Long Term Infrastructure Plan that outlines Council's approach to maintaining and improving core infrastructure during the period of 2021 to 2031.
- The Plan indicates implications for future years with accounting surpluses expected to be achieved in all the years after factoring in efficiency targets for each year of the plan. These accounting surpluses are predominantly used to fund the capital works program.
- For Council to remain financially sustainable in a rate capped environment, it is crucial that expenditure is minimised and focus on core services and asset

12.6 Draft 2021-2031 Financial Plan

Executive Summary

renewal spending is achieved. Council requires an underlying surplus to deliver capital works and renew infrastructure within Frankston City.

- Council will continue to seek opportunities to maximise income through fees and charges and advocate for increased grant funding to deliver services to the community.
- The Plan is comprised of three main sections.



Financial Policies that set out the financial targets that ensure Council remains financially sustainable

Financial Strategy identifies the approach Council intends to take to achieve the financial policies; and

Financial Statements apply the financial strategy to a ten year financial model to ensure Council meets their Financial Policy targets

- The Financial Strategy section is comprised of four key components as depicted in the following diagram:



- As required under the Act and Planning and Reporting Regulations, the financial statements include:
 - statements describing the financial resources required to give effect to the Council Plan and other strategic plans of the Council;

12.6 Draft 2021-2031 Financial Plan**Executive Summary**

- information about the decisions and assumptions that underpin the forecasts in those statements;
 - a statement of capital works for the financial years;
 - a statement of human resources;
 - a summary of planned expenditure in relation to the human resources referred to in the statement of human resources, categorised according to the organisational structure of the Council; and
 - a summary of the planned number of full time equivalent Council staff referred to in the statement of human resources, categorised according to the organisational structure of the Council.
- This draft Financial Plan includes potential new borrowings of \$60.01 million over the course of the plan. The debt ratios remain well below the prudential guidelines set by the Victorian Government over the life of the plan. Council indebtedness to rates ratio is approximately half of the maximum ratio of 60% (21.9% in 2021-2022, peaking at 30% in 2027-28 and reducing to 19.1% in 2030-2031).
- The Council Plan for 2021-2025 has set 20 strategic priorities that will require careful financial planning to see Frankston City reach a vision as the lifestyle capital of Victoria. In order to deliver community infrastructure such as a revitalised City, redevelopment of the Frankston Basketball and Regional Gymnastics stadium, redevelopment of Pines Pool and regional sporting facilities, a financially sustainable Council must exist.
- Each of these projects in themselves are extremely significant and involves expenditure in the tens of millions. At the same point, Council must maintain its existing assets and meet the asset renewal challenges, continue to provide a strong suite of operational services to its residents and provide for the ongoing capital development of Council across a broad range of items in addition to the major priorities mentioned above.
- The objectives that this draft Financial Plan aims to achieve are as follows:
 - The achievement of a prudent balance between meeting the service needs of our community (both now and future) and remaining financially sustainable for future generations.
 - An increased ability to fund both capital works in general and meet the asset renewal requirements as outlined in asset management planning.
 - Endeavouring to maintain a sustainable Council in an environment where Council must either constrain its net operational costs or reduce funds available to capital expenditure due to the capping of Council rates and low increases in government grant funding.
- The key outputs included in the draft Financial Plan are:
 - The achievement of an ongoing underlying operational surplus throughout the ten years.
 - An investment in capital works of \$575.29 million over the ten year period. This includes \$293.2 million investment in renewing and expanding assets. \$149.66 million investment in upgrading existing assets and \$132.43 million investment in new assets.

12.6 Draft 2021-2031 Financial Plan**Executive Summary**

- The achievement of a financial structure where annual asset renewal needs are met from the base operating outcome of Council and non-renewable sources of funds such as reserves and asset sales are used to fund new or significantly upgraded facilities.

Consultation**1. External Stakeholders**

This planning cycle has seen Council undertake its most extensive and integrated Community engagement process to date.

The *Local Government Act 2020* requires that Council develop or review the Community Vision, Council Plan, Financial Plan and Asset Plan in accordance with its deliberative engagement practices.

Community Engagement Policy

Council adopted a Community Engagement policy in March 2021 that sets Council's commitment to how we will engage our community on decisions that impact and affect them.

The policy also sets our commitment to engaging and collaborating with our diverse local communities, to understand and incorporate their different views, experiences and expertise.

A range of Community Engagement activities helped to shape the Community Vision, *Frankston City 2040*, and the *2021-2025 Council Plan and Budget* which have in turn informed this Plan.

In June 2021, a Community Panel was reconvened to provide direction on community priorities to feed in to the Financial Plan. The objectives of the engagement were:

- Service priorities
- Seeking advice on how to engage in the future
- Council's role in specific areas

Frankston City Council is committed to best practice engagement to be better informed and enable Council to act in the best interests of the community. Community consultation strengthens Council's understanding on important local issues, to better plan and prepare for the future. These engagement efforts help Council to determine where to best focus services and resources.

In accordance with Council's newly endorsed Community Engagement Policy, this document will be on public exhibition over a 4 week period, from 31 August 2021 seeking feedback from the community.

2. Other Stakeholders

The draft Financial Plan has been prepared through extensive consultation with both the Executive Management Team and Councillors through a series of workshops and briefings held through June to August 2021.

Analysis (Environmental / Economic / Social Implications)

This draft Financial Plan recognises the leadership role Council has within the community to actively promote sound environmental outcomes and to facilitate other levels of government and the community to act in a similar vein. The Plan also contains financial resourcing for a wide range of programs that deliver important community

12.6 Draft 2021-2031 Financial Plan**Executive Summary**

services to the Frankston community. This plan is based on the principle of maintaining services that are presently available to the community with some minor service growth to meet service demands.

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

This document has been prepared in accordance with the Local Government Act 2020, Local Government (Planning and Reporting) Regulations 2020 and relevant Australian Accounting Standards..

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 direct risk implications arising from this report.

Conclusion

This Plan will achieve the best outcomes for the Community based on feedback and the evidence approach to the development of the Plan. The principles in the *Local Government Act 2020* have been applied in preparing this draft plan. Our extensive engagement with the community has been reflected in the plan. The community will now have another opportunity to contribute to the development of this plan during the public exhibition period. This plan also highlights the considerable risk challenges faced by Council over the coming ten-year period and beyond in order for Council to remain a viable and sustainable Council and at the same time endeavouring to deliver on key infrastructure projects that are critical to our community.

ATTACHMENTS

Attachment A: [Download](#) Draft 2021-2031 Financial Plan

Frankston City. Our next chapter.

Draft
Financial Plan
2021-2031



Wominjeka

Welcome to Frankston City

Acknowledgement

Frankston City Council respectfully acknowledge that we are situated on the traditional land of the Boon Wurrung and Bunurong in this special place now known by its European name, Frankston.

We recognise the contribution of all Aboriginal and Torres Strait Islander people to our community in the past, present and into the future.



Mark Nakia Moonblood Brown
Guramang (Gooramung) – Leather Back Turtle



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Message from the Mayor

I am delighted to present Frankston City Council's proposed 2021-2031 Financial Plan, which demonstrates how Council will continue to responsibly deliver community services and infrastructure while maintaining a sound financial position over the next decade.

Council's focus is on delivering services, maintaining assets and investing in new infrastructure that will support our growing population while cementing Frankston City as the Lifestyle Capital of Victoria and moving towards achieving our 2040 Vision as being the place on the Bay to learn, live, work and play in a vibrant and socially supportive community.

Council has again successfully risen to the challenge of preparing a sound ten year Financial Plan that is capable of withstanding the Victorian Government's imposed rate cap, which will undoubtedly continue to restrict Council's income, risking our ability to deliver the vital services and infrastructure our community needs.

While this is a long-term Financial Plan that spans a decade, Council is also aware of the potential serious immediate and possible long-term impacts of the COVID-19 pandemic on the Plan.

As a Council, we have responded quickly to the changing needs of the community with our Relief and Recovery Package (part of the 2020-2021 Annual Budget), which includes a \$3.86 million investment in vital community supports – taking the total to \$9.128 million in ongoing assistance for our community.

Council is committed to delivering the best for our community, with an exciting \$575 million Capital Works program planned over the ten years. This is complemented by a significant \$293 million investment into maintain and expand existing infrastructure and to safeguard its future use.

Council has also invested in transforming the way we deliver our services to the community with our Future Ready Frankston Program. We have also worked hard to find savings and keep costs down without compromising on the quality of the services that Council delivers.

Council will continue to passionately advocate to Victorian and Federal Governments alongside our community for funding towards projects that continue this transformation into the perfect place to live, learn, work, invest and enjoy.

I encourage you to read this document and provide feedback on how we can continue to shape the future of Frankston City as a liveable, innovative and proud community and work towards achieving our shared vision.

Kris Bolam
Mayor

Message from the CEO

This proposed 2021-2031 Financial Plan has been prepared after significant consultation with the community, elected Members and Council staff.

It focuses on ensuring that Council continues to invest in core infrastructure, deliver key services and reinforce the City of Frankston's resilience to future challenges.

It has also been designed to align with six key areas, promoting healthy and safe communities, community strength, a sustainable environment, a well-planned and liveable city, a thriving economy and a progressive and engaged city that you, our community told us were of value and importance to you.

Our journey in developing this document began with an unprecedented community consultation that ran throughout 2020 and early 2021, and included the creation of our first-ever Community Panel.

This panel was independently selected to represent the diverse needs of our community and developed the Community Vision Frankston 2040.

Councillors and Council officers' workshopped current and future challenges for Frankston City and opportunities to create the municipality that our residents have told us they want to live in.

Covid-19 has had a major impact on the Council's finances and like many households, we have to make savings to our day-to-day spending on operating and maintaining our services and infrastructure.

At the heart of Council's decision making is the goal of promoting community wellbeing and transforming the way we deliver our services. Balancing our environmental goals and responsibilities with building a caring, welcoming and prosperous community often means making hard decisions.

We've considered what you've told us is important to you – delivering the basics and doing it better – and what we need to do to continue making progress.

This draft Financial Plan represents our best option for how we navigate the balance between meeting our City's needs and maintaining a strong financial position.

If we try to spend more, we won't be able to deliver on our ambitions, and will leave ourselves less financial headroom in the event of another unplanned event like the pandemic. If we try to spend less, the condition of our infrastructure assets and the

quality of the services we deliver would be at risk. We also need to play our role in stimulating the economic and social recovery after the pandemic.

Given there is no simple solution to address our current financial situation, we have looked at a selection of "levers" available to us:

- Focusing on what we can afford and actually delivering our capital works.
- Finding permanent efficiencies in our day-to-day spending (what we call operational spending).
- Borrowing for new projects that have a long term value, ensuring that the debt repayments are spread fairly across the generations of ratepayers who will benefit from them.

This plan includes targeted recurrent savings of \$0.5 million each year, which equate to \$32.6 million cumulative savings over ten years. These savings will be achieved mainly through our Future Ready Frankston Program which will ensure that we transform the way we deliver our services without compromising on the quality of the service.

The Future Ready Frankston Program will focus on four critical performance areas, culture, capability, connectivity and customer which will enable us to deliver better outcomes for our community.

Some of the initiatives we will be carrying out in the future include:

- Continuing to engage with our community to understand the key services we deliver and the method of delivery;
- Asset rationalisation and establishing target service levels;
- Collaborative procurement initiatives and joint services;
- Finding alternative revenue streams; and
- Increased advocacy to fund existing projects.

You will find our proposed plan in the next few pages along with the financial strategies that we have that will enable us to deliver on what we are proposing.

Council wants to hear your feedback – what you think of our proposed plan. You can influence the decisions we make, and we want to hear from you. I strongly encourage you to have your say.

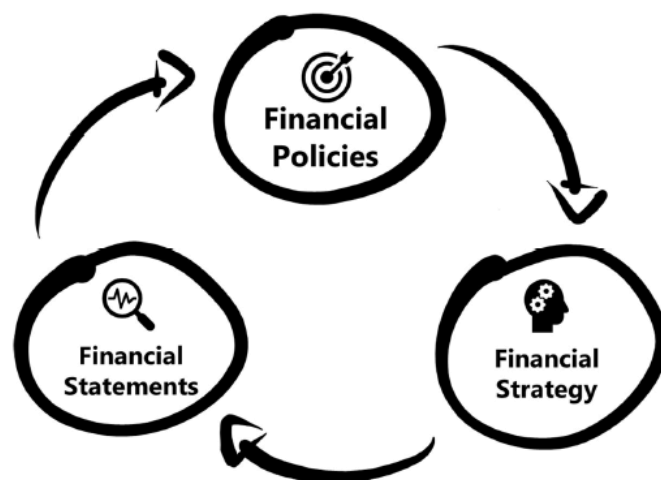
Phil Cantillon
CEO

About the Financial Plan

The Financial Plan defines the broad financial boundaries for Council over the next ten years.

The plan is broken up into three main sections:

- **Financial Policies** that set out the financial targets that ensure Council remains financially sustainable
- **Financial Strategy** identifies the approach Council intends to take to achieve the financial policies; and
- **Financial Statements** apply the financial strategy to a ten year financial model to ensure Council meets their Financial Policy targets.



The **Local Government Act 2020 (The Act)** requires Councils to prepare a ten year Financial Plan in the year following a general election through the introduction of governance and supporting principles which include an integrated approach to planning, monitoring and performance reporting.

Governance Principles

The Financial Plan is developed in the context of the following governance principles:

- Council decisions are made and actions taken in accordance with the relevant law.
- Priority is given to achieving the best outcomes for the municipal community, including future generations.
- The economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is promoted.
- The municipal community is engaged in strategic planning and strategic decision making.
- Innovation and continuous improvement is pursued.
- Collaboration with other Councils and Governments and statutory bodies is sought.
- The ongoing financial viability of the Council is ensured.
- Regional, state and national plans and policies are to be taken into account in strategic planning and decision making.
- The transparency of Council decisions, actions and information is to be ensured.

In giving effect to the overarching governance principles, a Council must also take into account the following supporting principles:

The Strategic Planning Principles

The Financial Plan is developed in the context of the following strategic planning principles:

- Council has an integrated approach to planning, monitoring and performance reporting.

- Council Financial Plan addresses the Community Vision by funding the aspirations of the Council Plan. The Council Plan aspirations and actions are formulated in the context of the Community Vision.
- The Financial Plan statements articulate the 10-year financial resources necessary to implement the goals and aspirations of the Council Plan to achieve the Community Vision.
- Council's strategic planning principles identify and address the risks to effective implementation of the Financial Plan.
- The Financial Plan provides for the strategic planning principles of ongoing monitoring of progress and reviews to identify and adapt to changing circumstances.

The Financial Management Principles

The Financial Plan demonstrates the following financial management principles:

- Revenue, expenses, assets, liabilities, investments and financial transactions are managed in accordance with Council's financial policies and strategic plans.
- Management of the following financial risks:
 - Failure to adequately identify, plan and deliver services to the approved service standards that the community needs.
 - Failure to plan for and manage Council's finances (Long Term Financial Sustainability).
- Financial policies and strategic plans are designed to provide financial stability and predictability to the community.
- Council maintains accounts and records that explain its financial operations and financial position.

The Service Performance Principles

The Financial Plan demonstrates the following service performance principles:

- Services are provided in an equitable manner and are responsive to the diverse needs of the community.
- The Council Plan is designed to identify the key services and projects to be delivered to the community. The Financial Plan provides the mechanism to demonstrate how the service aspirations within the Council Plan will be funded.
- Services are accessible to the relevant users within the community.
- Council provides quality services that provide value for money to the community. The Local Government Performance Reporting Framework (LGPRF) is designed to communicate council's performance regarding the provision of quality and efficient services.
- Council is developing a performance monitoring framework to continuously improve its service delivery standards.
- Council is developing a service delivery framework that considers and responds to community feedback and complaints regarding service provision.

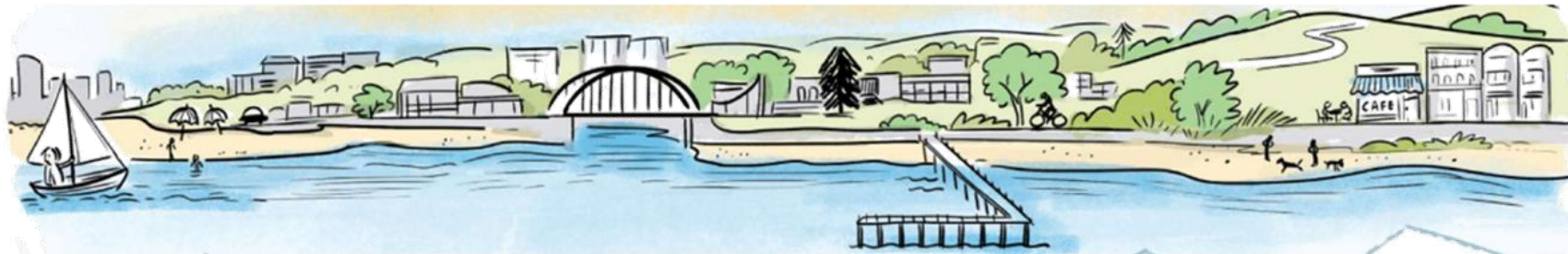
The Community Engagement Principles

The Financial Plan demonstrates the following community engagement principles:

- A community engagement with a clearly defined objective and scope.
- Participants in community engagement have access to objective, relevant and timely information to inform their participation.
- Participants in community engagement are representative of the persons and groups affected by the matter that is the subject of the community engagement.
- Participants in community engagement we provided reasonable support to enable meaningful and informed engagement.
- Participants in community engagement were informed of the ways in which the community engagement process will influence Council decision making.

Our Ideal Community Landscape

Our Financial Plan provides clear direction on the allocation, management and use of financial resources. This is to keep our Council financially sustainable over the short, medium and long-term as we maintain services and assets, respond to growth and deliver on our strategic priorities, identifying steps to take now – for today – to remain financially sustainable into the next decade and beyond – for tomorrow, working towards our ideal community landscape.



Future-proofing our City today

- Increasing rates revenue at the rate cap and targeting the funds raised to those residents and businesses needing the most assistance in our community.
- Adjusting some services identified as a lower priority to enable a keener focus on core services.
- A service delivery framework developed with customer in mind.
- Investing in the Future Ready Frankston program which will focus on automating our processes with customer in mind, build our capability and enhance connectivity.
- Continuing to find efficiency savings on top of significant savings already delivered through a robust 'bottom up' budgeting process.
- Keeping fees and charges affordable, with those directly benefiting from or causing the expenditure making an appropriate contribution to the service, balanced by the capacity of people to pay.
- Prioritising capital expenditure utilising improved asset management practices when addressing essential infrastructure maintenance and renewal.
- Asset rationalisation and consolidation.

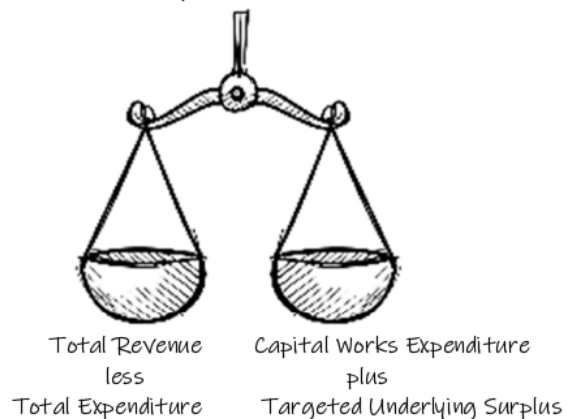
Means that tomorrow ...

- Our Council continues to deliver the services that are needed by our community.
- Our Council continues to be a low-debt Council.
- Investment in technology has improved our services while producing further savings and benefits.
- Strategic investment in our public space, assets and infrastructure has supported growth.
- There are lower costs to ratepayers, as Council has addressed cost challenges rising above the rates cap.
- A continuing surplus remains to deal with the financial risks that are likely to occur and place additional fiscal stress on the City.

Highlights from the Financial Statements

Financial Plan sets out to achieve long-term financial sustainability that resources the strategic plans working towards our ideal community landscape. Highlights from the Financial Statements are below:

Balanced financial position across the next ten years



Estimated operational savings of \$0.5 million per annum over ten years – 2021-2031



\$575 million investment in capital works

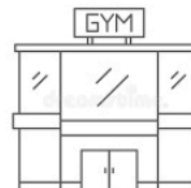
- \$293 million investment in renewing and expanding assets

- \$150 million investment in upgrading existing assets

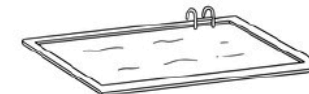
- \$132 million investment in new assets

Including the following major projects:

- \$7 million
Bruce Park Pavilion



- \$25-28 million
Pines Pool Redevelopment



- \$23.5 million
Early years reform including Langwarrin and Seaford Early Learning Centres



- \$25-30 million
Frankston Basketball & Regional Gymnastics Redevelopment



Frankston City risks and challenges

Strategic Risks

The Financial Plan achieves financial sustainability over the next ten years. However, our Council faces several strategic and financial risks that could impact short-term financial performance and financial sustainability over the longer-term.

These include:

“Failure to plan for and manage Council's finances (Long Term Financial Sustainability)”

The challenges for Council in achieving Long term financial sustainability will be addressed in this plan. The strategic actions and controls contained within this plan mitigate and reduce this risk.

“Failure to adequately identify, plan and deliver services to the approved service standards that the community needs”

The challenges for Council in identifying, planning and delivering services that the community needs will be addressed in this plan. The strategic actions and controls contained within this plan mitigate and reduce this risk.

Challenges

1. Ongoing impacts of COVID

While there are high levels of advantage and favourable health outcomes in Frankston, extreme disadvantage and poorer health outcomes exist in some neighbourhoods. The COVID-19 pandemic exacerbated this disadvantage and created challenges for others who up until that point had been doing relatively well.

Financial stress and job losses were significant over the last 12 months, with further economic impacts expected as Government support is reduced. The timeframe for economic recovery is unknown and the social, health and wellbeing impacts on our community will likely be felt well into the next decade.



Response - Recover

Provide assistance to the community to recover from the impacts of COVID and the economic shock associated with responding to the pandemic and the impact on the local economy. Key issues requiring attention were:

- Mental health
- Community support
- Business support
- Investment attraction.

In the short term Council has invested \$9.128m in recovery packages since the pandemic emerged. A \$3.86M recovery package for 2021-2022 has been allocated to focus on reactivating the vibrancy of the municipality, local business support and support for those vulnerable members of the community. Medium to longer term Council has planned for adequate reserves to ensure we can respond to unexpected events.

2. Rate cap

The key challenge over the next decade will be keeping rates affordable by meeting the rate cap as pressure on other revenue sources combine with key service and construction costs grow quicker than the cap.

Council is confident that it can continue to manage the rates capping challenge in the 2021-2031 financial years. The challenge has been addressed through the identification of efficiency savings and a disciplined budget preparation process. The Financial Plan has been revised on the assumption that rates and charges will not increase by more than 2.00 per cent over the life of the plan.

To maintain financial sustainability in the face of the above challenge, Council also needs to fundamentally review its approach to service delivery. Council will need to assess what levels of services can be provided for a given maximum rate rise under rate capping. Some of the main outcomes from the Financial Plan is the quantification of the initiatives included in the council plan, cost of existing service requirements and the associated long term cash flow implications to maintain those service levels. This allows for the ongoing review of the affordability of existing service levels and their priority relative to emerging service demands and the capacity and willingness to pay of the community.



Response – Revenue and Rating Plan

Strategy in the Revenue and Rating Plan is to seek alternative sources of funding and reduce Council reliance on rates funding.

The Revenue and Rating Plan is a key informer to the Financial Plan and Budget.

3. Investing in infrastructure and maintaining our assets

Making the right decisions about capital investment and asset management is critical for Council to continue to meet its annual asset renewal targets as well as providing critical assets for service delivery to the Frankston Community.

The Community expects a strong focus on the future needs for this City and there are a number of key projects that need to be considered. Major capital works projects involves significant expenditure. Council must maintain its existing assets and meet the asset renewal challenges.



Response – Asset Strategy

Council aims to make the right decisions about capital investment and asset management through the delivery of their Asset Management Strategy and development of an Asset Plan (due 2022). These plans all feed into and inform the Long Term Infrastructure Plan and a core component of this Financial Plan.

The Asset Strategy statements in this plan identifies how we upgrade and maintain or rationalise our asset portfolio which is critical to service delivery, ensuring our assets are fit for purpose and used as efficiently as possible. Refer to page 18 Assets for more information on the Asset Strategy statements.

4. Composition of the workforce

One of the biggest operational expenditure items in the Financial Plan is cost of labour. We need to balance attracting and retaining skilled staff that could continue to deliver on the services that are valued by our community, by paying salaries and wages that are on par with similar organisations whilst keeping costs low. Our employees are our key resource. We have a diverse workforce of committed individuals with an extensive range of skills and experience. We are also one of the biggest employers of the municipality with more than 65 per cent of staff living locally. Council's current enterprise agreement ends in 2023-24, and future increases have been pegged to the rate cap.



Response – Service Strategy

The Local Government Act requires the development of a Workforce plan by 2021. The delivery of this plan is included in our Service Strategy Statement as it connected closely with our Service Planning. Refer to page 17 Services for more information on the Service statements.

5. Service levels vs community expectation

Constantly changing Community needs and expectations mean that Council may be delivering services the community doesn't need or over-servicing the Community.

Our community have told us that they expect high quality, efficient public services and meaningful opportunities to communicate and engage with Council. This means we need to keep improving and innovating how we communicate and deliver our services.

There are also increasing expectations around transparency of information and our decision-making processes.



Response – Community Strategy and Service Strategy

Council seeks a better understanding of how our community receives and uses Council services and infrastructure that will help us to plan and prepare to better meet current needs and future demands.

Improvements in how we engage with the community will be used to better inform integrated planning and decision making.

The implementation of the service planning framework is facilitating an evidence based approach to make decisions around service levels and to influence the short and medium impacts. Service planning data will be used as base information for development of our key strategic plans; such as the Council Plan and Budget.

Council is committed to automating processes and improving customer experience. Transformation, continuous improvement and benefit realisation a big component of our transformation program - Future Ready Frankston. Council has outlined an efficiency target of \$0.5 million operational savings each year in this plan.

The development of our Community Engagement Framework and Service Planning Framework is included in our Community

Strategy and Service Strategy Statements. Refer to pages 16 and 17 for more information on these strategies.

6. Volatility of the Waste Industry

More household waste is being generated in our City as increased numbers of residents work from home and our population grows. This additional waste means extra costs to our community. Service costs are expected to rise when the Victorian Government's landfill levy jumps from \$65.90 per tonne in 2019-20 to \$105.90 per tonne from 1 July 2021 and then to \$125.90 per tonne in 2022. Shifting recycling markets and increased processing costs, including the cost of contamination, are also placing pressure on costs, which are rising faster than the Consumer Price Index (CPI) and rates cap.

'Recycling Victoria, a new economy' is the Victorian Government's 10-year circular economy policy and action plan, which includes a \$300 million investment to transform the waste and resource recovery sector in Victoria.

This includes a new 'Waste Act' and an administering authority that will set the legislative framework for upcoming household recycling reforms.

These reforms will require all Victorian councils to provide access to a four-service waste model: garbage, recycling, separated glass (by 2027) and food and garden organics (by 2030).

Councils and the Victorian Government are working together to explore new technologies to reduce reliance on landfills. Advanced waste processing is a promising potential option for the future.

Despite Council offering waste management services, dumped waste continues to be an issue. The cost of managing waste put out illegally by people, often when they are moving, is significant and poses amenity issues.



Response - Recover

Waste charges are recovered as a full cost recovery, user pay model.

Diversion of waste from landfill is a priority for Council that has been recognised in the adopted Council Plan.

Financial Policies

This section defines the measures that demonstrates Council's financial sustainability in order to fund the aspirations of the Community Vision and the Council Plan.

Policy statement	Measure	Target	Justification
Consistent underlying surplus result	Adjusted underlying result / adjusted underlying revenue greater than 2.5%	>2.5%	The adjusted underlying surplus is calculated by backing out non recurrent capital grants and contributions from its operating surplus. In a rate capping environment, where Council does not have much control in setting rates and where income from other revenue streams are low (i.e. parking and rental income), a 2.5% target is more realistic to achieve as this means that Council could continue to deliver the same services and still have sufficient reserves to fund part of its capital works program, without having to rely on borrowings entirely.
Ensure Council maintains sufficient working capital to meet its debt obligations as they fall due	Current Assets / Current Liabilities greater than 1.1	>1.1	This indicator measures Council's ability to pay existing liabilities in the next 12 months.
Ensures that Council could repay long term obligations from the income it generates internally	Non-current liabilities / own source revenue to remain below 60%	<60%	This measures Council's ability to pay its long term obligations with the revenue it generates internally (i.e. excludes external grants and contributions). Council is well below the target KPI of 60 per cent and the level of long term obligations can easily be met without relying on external funding sources to repay its debt commitments.
Ensures that Council could repay its borrowing commitment from the rate income and growth in the Municipality	Interest and principal repayments on interest bearing loans and borrowings / rate revenue below 10%	<10%	This measures Council's ability to pay its debt obligations with the rate revenue it generates. Council is well below the target KPI of 10 per cent for this indicator (except in 2025-26) which means that Councils can pay its loan repayments and interest from rates instead of looking at alternative funding streams.
Ensures that Council could repay its interest commitment from the rate income and growth in the Municipality	Interest payments / rate revenue below 5%	<5%	This measures Council's ability to pay its interest bearing loan obligations with the rate revenue it generates. Council is well below the target KPI of 60 per cent for this indicator and has the ability to borrow to fund major capital works projects in the future.
That Councils applies loan funding to new capital and maintain total borrowing in line with rate income and growth of the municipality	Total Indebtedness / rate revenue	<60%	This measures Council's ability to pay its long term obligations with the revenue it generates internally (i.e. excludes external grants and contributions). Council is well below the target KPI of 60 per cent and the level of long term obligations can easily be met without relying on external funding sources to repay its debt commitments.
Council maintains sufficient restricted cash to ensure ongoing liquidity as well as to address unforeseen cash imposts if required	Unrestricted cash / current liabilities to be maintained above 20%	>20%	This measures Council's ability to pay existing liabilities in the next 12 months using cash reserves that are not restricted like trust funds and statutory reserves. Basically it assesses the ability that Council has to pay its bills on time without utilising cash that are held to fund specific activities.
Allocate adequate funds towards renewal capital in order to replace assets and infrastructure as they reach the end of their service life	Asset renewal and upgrade expenses / depreciation above 100%	>100%	This measures the renewal and upgrade expenditure that Council incurs on its existing asset base compared to depreciation expense. This assesses whether Council's assets are being renewed or upgraded as planned and compares the rate of spending on existing assets through renewing, restoring, replacing or upgrading existing assets with depreciation expense.

Ten year projections of these measures are included in the Financial Statement's section of this document on page 40.

Financial Strategy

Our financial strategy identifies the approach Council intends to take to achieve its financial policies, and financial sustainability.

The four key components identified in this approach are identified below:



An understanding of the requirements and expectations of our community is considered through the planning for our Services and Assets, helping to inform and resource our Integrated Planning and Reporting framework

A responsible Financial Plan requires us to prioritise and strengthen the work we do in each of these areas, taking great care to connect all elements throughout our planning and reporting cycles.

This will help us ensure:

- Services provided by Council are appropriate and valued by our community
- Services are delivered in an optimal and contemporary manner, whilst considering different methods of delivery and sources of procurement
- An understanding of service cost across Council's service portfolio
- A complete and accurate picture of our assets, maintenance and renewal costs over the longer term
- Allocation of resources against immediate and future requirements, and prioritising the requirements and expectations of the community
- Staff understand and implement Council's strategies and priorities, working towards an aligned and common strategic goal
- Long term financially sustainable outcome.

01 Community

- Community Engagement Framework
- Community Vision
- Community Panel
- Advocacy

Community Engagement Framework

Council has developed a Community Engagement Framework that uses six engagement principles to develop a consistent and coordinated approach to community engagement.



The Framework demonstrates Frankston City Council's commitment to:

- developing a consistent and coordinated approach to community engagement
- increase participation and involvement in Council decisions and projects
- improve awareness of community engagement as central to Council decision making

Community Panel and the Community Vision

In 2020 residents were invited to be part of a Community Panel. A physical invitation delivered to every household in the municipality, asking for expressions of interest.

One hundred and eighty people responded and nominated to be part of our Community Panel, and Council engaged with this group on a range of consultations and forums.

A smaller panel of 46 members was formed from the larger panel. This smaller panel of local residents ranging in age, gender, local area and background was selected independently using specific methodology to ensure it accurately represented the diversity of our community.

The targeted panel met in facilitated workshops to undertake deliberative engagement on the Community Vision and Council Plan.

The panel met on six occasions between November 2020 and February 2021 to discuss and agree themes and priorities used to form the **Community Vision Frankston City 2040**.

The Vision and suggested priorities were presented to Councillors, to help shape their decision-making process through the 2021–2025 strategic planning cycle - considering the Council Plan, Financial Plan, Budget and Long Term Infrastructure Plan. Each theme in the Community Vision is represented as an Outcome in the Council Plan.

Frankston City Community Vision 2040

Healthy Families and Communities
Vibrant and inclusive communities
Natural Environment and Climate Action
Connected Places and Spaces
Industry, Employment and Education
Advocacy, Governance and Innovation

2021-2025 Council Plan and Budget

Healthy and safe communities
Community strength
Sustainable environment
Well planned and liveable city
Thriving economy
Progressive and engaged city

Deliberative Engagement on the Financial Plan

The Local Government Act 2020 requires that Council develop or review the Financial Plan in accordance with its deliberative engagement practices.

In June 2021, the Community Panel was reconvened to provide direction on community priorities to feed in to the Financial Plan. The objectives of the engagement were:

- Service priorities
- Seeking advice on how to engage in the future
- Council's role in specific areas

When asked for opinions on how the wider community should be engaged the responses below were provided:

- More awareness of future financial initiatives
- Annual community surveys
- Open communication and clear and unambiguous messaging and seeking periodic feedback
- Seeking periodic feedback on how budget is used
- Outlining priorities with the community that includes resident businesses and community groups
- Engaging through the Community Panel members

Public exhibition of the draft 2021-2031 Financial Plan for a four week period seeking feedback from the community.

Advocacy

Council aims to reduce the reliance on rate income, therefore Council will advocate to other levels of government for grant funding to support the delivery of important infrastructure and service outcomes for the community. When preparing its financial plan, Council considers its project proposal pipeline, advocacy priorities, upcoming grant program opportunities, and co-funding options to determine what grants to apply for.

Our Advocacy Campaign 2021-2025 underpins a key strategic direction of Council to reduce our reliance on rates and charges revenue and source alternate revenue streams.

Our Draft Advocacy Priorities align to the Council Plan outcomes and are;

- Investing in our Prosperity
- Enhancing our environment and liveability
- Strengthening our community

Strategy statements – Community

1.1 That the community engagement framework is used to inform the development of the financial plan.

1.2 Advocacy priorities are considered in developing the financial plan.

02 Services

- Service Planning Framework
- Service Plans and Reviews
- Transformation, Continuous improvement, Benefits realisation
- Workforce Planning

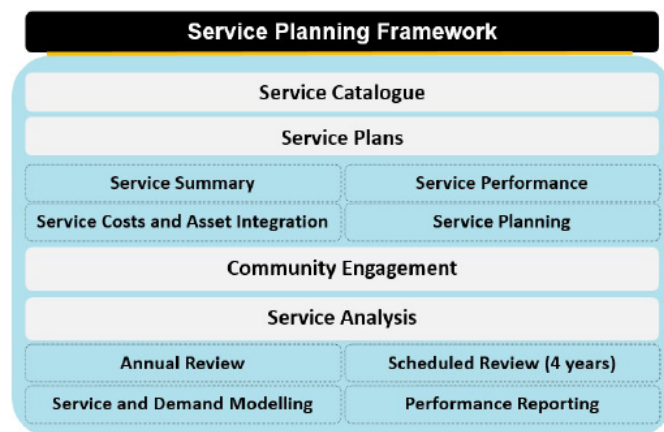
Service Planning

Service Planning helps Council to make strategic decisions about what services can be delivered based on the current and future needs of the community and the resources available to Council.

Service Plans enable Council a better understanding of our service portfolio and provide opportunity for better informed decision making.

Workforce plans are due to be delivered in 2022 and are strongly integrated with Service Plans.

Service Planning Framework



Transformation

Council is investing in a Future Ready Frankston program which will focus on automating our processes with customer in mind, build our capability and enhance connectivity.

Benefits realisation of the program are set to deliver planned operational savings across the ten years.

Strategy statements – Services

2.1 That the service planning framework is used to inform the development of the financial plan.

2.2 Operational savings target of \$0.5 million is set as an efficiency target through implementation of a transformation program.

03 Assets

- Asset Management Strategy
- Asset Management Framework
- Asset Plan
- Long Term Infrastructure Plan

Asset Plan Integration

Integration to the Asset Plan is a key principle of the Council's strategic financial planning principles. The purpose of this integration is designed to ensure that future funding is allocated in a manner that supports service delivery in terms of the plans and the effective management of Council's assets into the future.

The Asset Plan identifies the operational and strategic practices which will ensure that Council manages assets across their life cycle in a financially sustainable manner. The Asset Plan, and associated asset management policies, provide council with a sound base to understand the risk associated with managing its assets for the community's benefit.

The Asset Plan is designed to inform the Financial Plan by identifying the amount of capital renewal, backlog and maintenance funding that is required over the life of each asset category. The level of funding will incorporate knowledge of asset condition, the risk assessment issues as well as the impact of reviewing and setting intervention and service levels for each asset class.

In addition to identifying the operational and strategic practices that ensure that Council manages assets across their life cycle in a financially sustainable manner, the Asset Plan quantifies the asset portfolio and the financial implications of those practices. Together the Financial Plan and Asset Plan seek to balance projected investment requirements against projected budgets.

Service planning and the setting of service levels enables Council to develop Asset Management Plans and practices that support desired service outcomes. Without Service Plans, Council's Asset Management Plans can only reliably predict future

funding requirements to safely retain assets in a condition that is compliant with relevant regulatory requirements and fit for use, but not necessarily fit for purpose.

Asset Management Framework

The asset management framework illustrates the relationship between Council's strategic objectives and asset planning at the strategic, tactical and operational levels.



Strategy statements – Assets

3.1 That Council seeks to make the right decisions about capital investment and asset management through the Asset Management Framework and alignment to the Integrated Planning and Reporting Framework and Service Planning Framework.

3.2 That Council annually reviews the asset renewal gap and ensures adequate measures are in place to manage it.

3.3 That asset renewal cannot be funded by non-renewable funding sources such as asset sales, reserve funds or loan funds

3.4 That Council seeks to prioritise renewal, compliance and maintenance work

04 Integrated Planning and Reporting

- Integrated Planning and Reporting Framework
- Review, monitor, report
- Governance principles
- Other key strategies and plans

Integrated Planning and Reporting

Council has developed an integrated, long-term and transparent approach to planning to support Council in strategic decision making.

An Integrated Planning and Reporting framework has been implemented and takes into consideration Council's legislative requirements, including the Governance principles and supporting principles in the **Local Government Act 2020**:

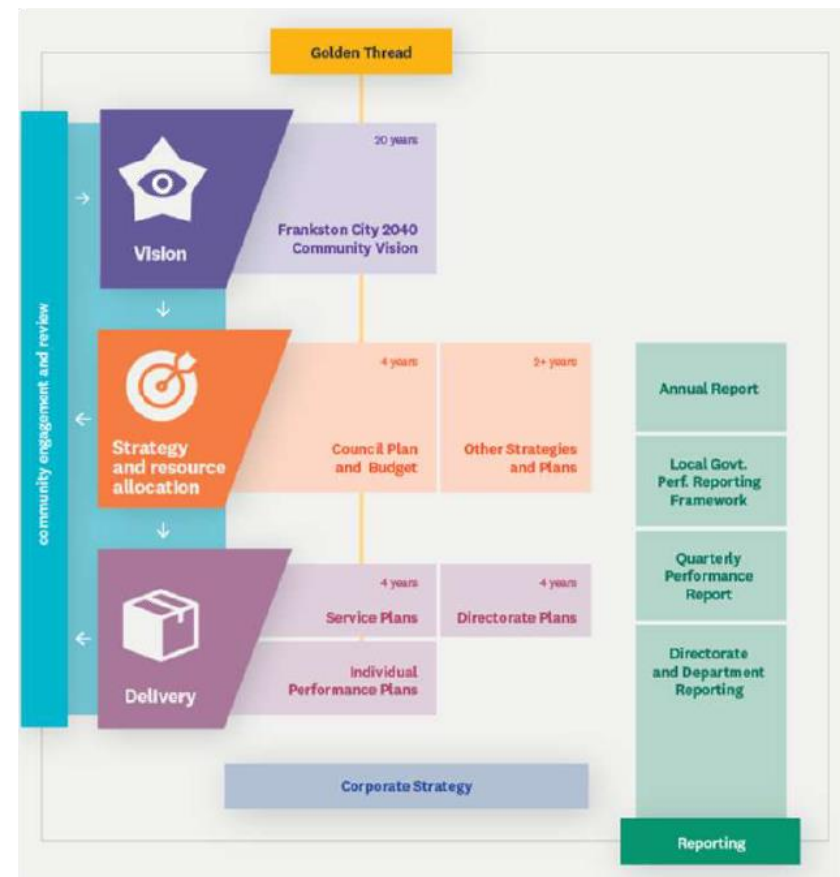
- The community engagement principles
- The public transparency principles
- The strategic planning principles
- The financial management principles
- The service performance principles

Key strategies and plans include:

- Municipal Planning strategy
- Risk Management Plan
- Financial Plan
- Revenue and Rating Plan
- Infrastructure Plan
- Asset Plan
- Workforce Plan
- Health and Wellbeing Plan
- Future Ready Frankston (Corporate Strategy)
- Master plans
- Action Plans

Integrated Planning and Reporting Framework

The following diagram demonstrates our Integrated Planning and Reporting Framework. The golden thread approach aims to integrate key strategic plans across Council, along with regular community engagement and performance reporting.



Strategy statements – Integrated Planning and Reporting

4.1 That Council implements the strategic actions in the adopted 2021-2025 Revenue and Rating Plan

4.2 That Council implements the strategic actions to address strategic risk in the Risk Management Plan

4.3 That Council develops an integrated, longer-term and transparent approach to planning that supports Council in leading strategic decision making.

4.4 That the Financial Plan be developed in accordance with the Governance Principles in the Local Government Act; including the supporting principles.

4.5 That the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted

4.5 That Council approves the principle of loan funding as a viable and equitable mechanism of:

- Funding new/significantly upgraded major assets that provide a broad community benefit; or
- Funding capital projects that provide a financial return above annual loan funding costs; or
- Funding of one-off extraordinary operating items in excess of \$1 million

4.6 The following financial strategy statements be enacted in the development of the Financial Plan:

- 4.6.1 That reserve funds be drawn down to fund expenditure that is consistent with the purpose of the reserve as noted in the section on reserves strategy.
- 4.6.2 That surplus cash reserves in excess of \$0.5 million be transferred to the strategic assets reserve to fund major capital works projects and funding of one-off extraordinary operating items in the future.
- 4.6.3 Proceeds from sale of land are not to be utilised to fund operational expenditure.
- 4.6.4 That Council consider the application of the rate cap as per the Minister Local Government directive
- 4.6.5 That Council considers on an annual basis whether to make application to the Essential Service Commission (ESC) for a variation to

the rate capping framework based on the outcomes contained in the Financial Plan and future infrastructure requirements.

Financial Statements

This section presents information regarding the Financial Plan Statements and Statement of Human Resources for the ten years from 2021-2031.

The following financial statements have been prepared in accordance with the Local Government Act 2020 and Local Government (Planning and Reporting).

- Financial Statements
 - Comprehensive Income Statement
 - Balance Sheet
 - Statement of Changes in Equity
 - Statement of Cash Flows
 - Statement of Capital Works
 - Statement of Human Resources
- Borrowing Requirements
- Reserves

Comprehensive Income Statement

	Actual 2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Income											
Rates and charges	130,729	134,698	138,782	142,887	147,039	151,245	155,506	159,821	164,203	168,641	173,143
Statutory fees and fines	4,872	6,093	6,215	6,339	6,466	6,595	6,727	6,862	6,999	7,139	7,282
User fees	14,536	27,777	28,711	29,628	30,660	31,043	31,863	33,005	33,819	34,456	35,366
Grants - Operating	20,552	18,777	18,965	19,154	19,346	19,539	19,735	19,932	20,131	20,333	20,536
Grants - Capital	6,667	19,153	19,008	14,725	14,286	14,310	13,613	13,416	2,119	1,623	1,126
Contributions - monetary	1,858	1,000	2,317	1,785	2,000	2,000	2,700	2,000	2,000	2,000	2,000
Contributions - non-monetary	4,400	800	800	800	800	800	800	800	800	800	800
Net gain/(loss) on disposal of property, infrastructure, plant and equipment	258	574	517	477	453	690	353	375	468	508	486
Other income	3,236	4,531	4,683	4,818	4,854	4,927	5,002	5,078	5,156	5,235	5,316
Total income	187,108	213,403	219,998	220,613	225,904	231,149	236,299	241,289	235,695	240,735	246,055
Expenses											
Employee costs	77,204	85,958	88,402	90,873	93,521	96,327	98,735	101,203	103,734	106,326	108,985
Materials and services	58,946	68,649	69,991	71,520	73,088	74,675	76,302	77,970	79,679	81,432	83,229
Depreciation	33,186	31,738	32,859	35,137	36,527	37,929	38,814	39,980	40,668	41,322	41,861
Amortisation - intangible assets	718	943	886	-	-	-	-	-	-	-	-
Amortisation - right of use assets	547	512	177	-	-	-	-	-	-	-	-
Bad and doubtful debts	137	220	220	220	220	220	220	220	220	300	300
Borrowing costs	1,452	1,467	1,573	1,583	1,713	1,647	1,621	1,809	1,684	1,563	1,356
Finance Costs - leases	59	40	5	-	-	-	-	-	-	-	-
Other expenses	6,146	5,201	4,522	4,647	4,776	4,907	5,042	5,181	5,323	5,469	5,619
<i>Efficiency Factor</i>	<i>-</i>	<i>(1,068)</i>	<i>(1,500)</i>	<i>(2,000)</i>	<i>(2,500)</i>	<i>(3,000)</i>	<i>(3,500)</i>	<i>(4,000)</i>	<i>(4,500)</i>	<i>(5,000)</i>	<i>(5,500)</i>
Total expenses	178,395	193,660	197,135	201,980	207,345	212,705	217,234	222,363	226,808	231,412	235,850
Surplus/(deficit) for the year	8,713	19,743	22,863	18,633	18,559	18,444	19,065	18,926	8,887	9,323	10,205
Other comprehensive income											
Items that will not be reclassified to surplus or deficit in future periods											
Net asset revaluation increment /(decrement)	17,215	-	-	-	-	-	-	-	-	-	-
Total comprehensive result	25,928	19,743	22,863	18,633	18,559	18,444	19,065	18,926	8,887	9,323	10,205

Item 12.6 Attachment A: Draft 2021-2031 Financial Plan

Balance Sheet

	Actual 2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Assets											
Current assets											
Cash and cash equivalents	82,029	53,065	36,109	35,094	38,598	27,639	31,262	35,594	40,347	44,720	49,901
Trade and other receivables	23,424	20,530	21,095	21,675	22,271	22,883	23,512	24,159	24,823	25,506	26,207
Other financial assets	36,517	34,881	25,000	20,000	20,550	21,115	21,696	22,293	22,906	23,536	24,183
Inventories	154	202	208	214	220	226	232	238	245	252	259
Other assets	2,838	2,941	3,022	3,105	3,190	3,278	3,368	3,461	3,556	3,654	3,754
Total current assets	144,962	111,619	85,434	80,088	84,829	75,141	80,070	85,745	91,877	97,668	104,304
Non-current assets											
Trade and other receivables	613	550	425	1,500	1,375	1,250	1,125	1,000	875	750	625
Other financial assets	-	1,000	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500
Property, infrastructure, plant & equipment	1,755,953	1,789,690	1,835,471	1,861,322	1,880,177	1,901,353	1,925,439	1,945,525	1,945,288	1,945,902	1,943,828
Right-of-use assets	982	339	-	-	-	-	-	-	-	-	-
Intangible assets	1,150	1,448	1,414	1,597	1,747	1,897	2,047	2,197	2,347	2,497	2,647
Total non-current assets	1,758,698	1,793,027	1,844,810	1,871,919	1,890,799	1,912,000	1,936,111	1,956,222	1,956,010	1,956,649	1,954,600
Total assets	1,903,660	1,904,646	1,930,244	1,952,007	1,975,628	1,987,141	2,016,181	2,041,967	2,047,887	2,054,317	2,058,904
Liabilities											
Current liabilities											
Trade and other payables	19,699	19,770	20,166	20,568	20,978	21,397	21,826	22,264	22,710	23,164	23,623
Trust funds and deposits	6,705	6,659	6,842	7,031	7,224	7,423	7,627	7,837	8,052	8,273	8,504
Provisions	34,514	16,618	13,370	13,771	14,184	14,610	14,975	15,349	15,733	16,126	16,529
Interest-bearing liabilities	3,250	688	1,498	1,915	17,490	2,446	4,042	5,421	5,697	5,556	5,252
Lease liabilities	584	357	-	-	-	-	-	-	-	-	-
Total current liabilities	64,752	44,092	41,876	43,285	59,876	45,876	48,470	50,871	52,192	53,119	53,908
Non-current liabilities											
Provisions	1,396	2,103	2,177	2,242	2,309	2,378	2,437	2,498	2,560	2,624	2,690
Interest-bearing liabilities	27,084	28,890	33,796	35,452	23,856	30,856	38,178	42,576	38,226	34,342	27,869
Lease liabilities	639	29	-	-	-	-	-	-	-	-	-
Total non-current liabilities	29,119	31,022	35,973	37,694	26,165	33,234	40,615	45,074	40,786	36,966	30,559
Total liabilities	93,871	75,114	77,849	80,979	86,041	79,110	89,085	95,945	92,978	90,085	84,467
Net assets	1,809,789	1,829,532	1,852,395	1,871,028	1,889,587	1,908,031	1,927,096	1,946,022	1,954,909	1,964,232	1,974,437
Equity											
Accumulated surplus	729,990	764,977	805,054	829,015	844,042	873,413	888,730	903,188	907,175	911,964	916,818
Reserves	1,079,799	1,064,555	1,047,341	1,042,013	1,045,545	1,034,618	1,038,366	1,042,834	1,047,734	1,052,268	1,057,619
Total equity	1,809,789	1,829,532	1,852,395	1,871,028	1,889,587	1,908,031	1,927,096	1,946,022	1,954,909	1,964,232	1,974,437

Statement of Changes in Equity

	Total	Accumulated Surplus	Revaluation Reserve	Other Reserves
	\$'000	\$'000	\$'000	\$'000
2021 Actual				
Balance at beginning of the financial year	1,783,861	724,276	975,374	84,211
Surplus/(deficit) for the year	8,713	8,713	-	-
Net asset revaluation increment/(decrement)	17,215	-	17,215	-
Transfers to other reserves	-	16,569	-	(16,569)
Transfers from other reserves	-	(19,568)	-	19,568
Balance at end of the financial year	1,809,789	729,990	992,589	87,210
2022				
Balance at beginning of the financial year	1,809,789	729,990	992,589	87,210
Surplus/(deficit) for the year	19,743	19,743	-	-
Transfers to other reserves	-	17,497	-	(17,497)
Transfers from other reserves	-	(2,253)	-	2,253
Balance at end of the financial year	1,829,532	764,977	992,589	71,966
2023				
Balance at beginning of the financial year	1,829,532	764,977	992,589	71,966
Surplus/(deficit) for the year	22,863	22,863	-	-
Transfers to other reserves	-	20,528	-	(20,528)
Transfers from other reserves	-	(3,314)	-	3,314
Balance at end of the financial year	1,852,395	805,054	992,589	54,752
2024				
Balance at beginning of the financial year	1,852,395	805,054	992,589	54,752
Surplus/(deficit) for the year	18,633	18,633	-	-
Transfers to other reserves	-	11,271	-	(11,271)
Transfers from other reserves	-	(5,943)	-	5,943
Balance at end of the financial year	1,871,028	829,015	992,589	49,424

	Total	Accumulated Surplus	Revaluation Reserve	Other Reserves
	\$'000	\$'000	\$'000	\$'000
2025				
Balance at beginning of the financial year	1,871,028	829,015	992,589	49,424
Surplus/(deficit) for the year	18,559	18,559	-	-
Transfers to other reserves	-	5,444	-	(5,444)
Transfers from other reserves	-	(8,876)	-	8,876
Balance at end of the financial year	1,889,587	844,042	992,589	52,956
2026				
Balance at beginning of the financial year	1,889,587	844,042	992,589	52,956
Surplus/(deficit) for the year	18,444	18,444	-	-
Transfers to other reserves	-	16,959	-	(16,959)
Transfers from other reserves	-	(5,932)	-	5,932
Balance at end of the financial year	1,908,031	873,413	992,589	42,029
2027				
Balance at beginning of the financial year	1,908,031	873,413	992,589	42,029
Surplus/(deficit) for the year	19,065	19,065	-	-
Transfers to other reserves	-	1,661	-	(1,661)
Transfers from other reserves	-	(5,309)	-	5,309
Balance at end of the financial year	1,927,096	888,730	992,589	45,777
2028				
Balance at beginning of the financial year	1,927,096	888,730	992,589	45,777
Surplus/(deficit) for the year	18,926	18,926	-	-
Transfers to other reserves	-	844	-	(844)
Transfers from other reserves	-	(5,212)	-	5,212
Balance at end of the financial year	1,946,022	903,188	992,589	50,245

Statement of Changes in Equity (contd.)

	Total	Accumulated Surplus	Revaluation Reserve	Other Reserves
	\$'000	\$'000	\$'000	\$'000
2029				
Balance at beginning of the financial year	1,946,022	903,188	992,589	50,245
Surplus/(deficit) for the year	8,887	8,887	-	-
Transfers to other reserves	-	873	-	(873)
Transfers from other reserves	-	(5,673)	-	5,673
Balance at end of the financial year	1,954,909	907,175	992,589	55,145
2030				
Balance at beginning of the financial year	1,954,909	907,175	992,589	55,145
Surplus/(deficit) for the year	9,323	9,323	-	-
Transfers to other reserves	-	808	-	(808)
Transfers from other reserves	-	(5,242)	-	5,242
Balance at end of the financial year	1,964,232	911,964	992,589	59,679
2031				
Balance at beginning of the financial year	1,964,232	911,964	992,589	59,679
Surplus/(deficit) for the year	10,205	10,205	-	-
Transfers to other reserves	-	726	-	(726)
Transfers from other reserves	-	(5,977)	-	5,977
Balance at end of the financial year	1,974,437	916,818	992,589	65,030

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Statement of Cash Flows

	Actual 2020-21 \$'000	2021-22 \$'000	2022-23 \$'000	2023-24 \$'000	2024-25 \$'000	2025-26 \$'000	2026-27 \$'000	2027-28 \$'000	2028-29 \$'000	2029-30 \$'000	2030-31 \$'000
	Inflows (Outflows)	Inflows (Outflows)	Inflows (Outflows)	Inflows (Outflows)	Inflows (Outflows)	Inflows (Outflows)	Inflows (Outflows)	Inflows (Outflows)	Inflows (Outflows)	Inflows (Outflows)	Inflows (Outflows)
Cash flows from operating activities											
Rates and charges	127,295	134,698	138,782	142,887	147,039	151,245	155,506	159,821	164,203	168,641	173,143
Statutory fees and fines	4,581	6,093	6,215	6,339	6,466	6,595	6,727	6,862	6,999	7,139	7,282
User fees	14,691	27,777	28,711	29,628	30,660	31,043	31,863	33,005	33,819	34,456	35,366
Grants - operating	34,738	18,777	18,965	19,154	19,346	19,539	19,735	19,932	20,131	20,333	20,536
Grants - capital	6,668	19,153	19,008	14,725	14,286	14,310	13,613	13,416	2,119	1,623	1,126
Contributions - monetary	1,858	1,000	2,317	1,785	2,000	2,000	2,700	2,000	2,000	2,000	2,000
Interest received	818	1,000	1,100	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200
Other receipts	3,551	3,531	3,841	7,931	3,626	3,695	3,677	3,742	3,809	3,874	3,946
Employee costs	(74,760)	(85,958)	(88,402)	(90,873)	(93,521)	(96,327)	(98,735)	(101,203)	(103,734)	(106,326)	(108,985)
Materials and services	(55,331)	(68,869)	(70,211)	(71,740)	(73,308)	(74,895)	(76,522)	(78,190)	(79,899)	(81,732)	(83,529)
Other payments	(4,835)	(18,921)	(4,522)	(4,647)	(4,776)	(4,907)	(5,042)	(5,181)	(5,323)	(5,469)	(5,619)
<i>Efficiency Factor</i>	-	1,068	1,500	2,000	2,500	3,000	3,500	4,000	4,500	5,000	5,500
Net cash provided by/(used in) operating activities	59,274	39,349	57,304	58,389	55,518	56,498	58,222	59,404	49,824	50,739	51,966
Cash flows from investing activities											
Payments for property, infrastructure, plant and equipment	(49,427)	(67,074)	(79,415)	(60,871)	(55,233)	(58,956)	(62,749)	(59,915)	(40,281)	(41,786)	(39,638)
Investment in joint ventures	12	-	-	-	-	-	-	-	-	-	-
Proceeds from sale of property, infrastructure, plant and equipment	533	1,024	1,017	977	953	1,190	853	875	968	1,008	986
Proceeds from sale of investments	15,498	-	-	-	-	-	-	-	-	-	-
Net cash provided by/(used in) investing activities	(33,384)	(66,050)	(78,398)	(59,894)	(54,280)	(57,766)	(61,896)	(59,040)	(39,313)	(40,778)	(38,652)
Cash flows from financing activities											
Finance costs	(1,455)	(1,467)	(1,573)	(1,583)	(1,713)	(1,647)	(1,621)	(1,809)	(1,684)	(1,563)	(1,356)
Proceeds from borrowings	2,930	2,750	7,007	3,600	6,430	10,800	13,500	11,500	2,000	2,500	-
Repayment of borrowings	(345)	(3,506)	(1,291)	(1,527)	(2,451)	(18,844)	(4,582)	(5,723)	(6,074)	(6,525)	(6,777)
Repayment of lease liabilities	(376)	-	-	-	-	-	-	-	-	-	-
Interest paid - lease liability	(59)	(40)	(5)	-	-	-	-	-	-	-	-
Net cash provided by/(used in) financing activities	695	(2,263)	4,138	490	2,266	(9,691)	7,297	3,968	(5,758)	(5,588)	(8,133)
Net increase/(decrease) in cash & cash equivalents	26,585	(28,964)	(16,956)	(1,015)	3,504	(10,959)	3,623	4,332	4,753	4,373	5,181
Cash and cash equivalents at the beginning of the financial year	55,444	82,029	53,065	36,109	35,094	38,598	27,639	31,262	35,594	40,347	44,720
Cash and cash equivalents at the end of the financial year	82,029	53,065	36,109	35,094	38,598	27,639	31,262	35,594	40,347	44,720	49,901

Statement of Capital Works

	Actual										
	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Property											
Buildings	16,742	22,721	38,548	24,376	12,431	14,819	18,435	9,697	10,640	8,748	5,500
Total buildings	16,742	22,721	38,548	24,376	12,431	14,819	18,435	9,697	10,640	8,748	5,500
Total property	16,742	22,721	38,548	24,376	12,431	14,819	18,435	9,697	10,640	8,748	5,500
Plant and equipment											
Plant, machinery and equipment	2,581	5,152	2,411	2,210	2,041	2,612	1,986	1,829	1,852	1,653	1,506
Fixtures, fittings and furniture	246	557	1,204	407	229	194	419	264	208	343	350
Computers and telecommunications	3,576	4,294	1,537	2,061	2,515	1,288	1,643	1,375	1,687	1,398	1,131
Library books	435	726	720	720	783	803	823	844	866	888	910
Total plant and equipment	6,838	10,729	5,872	5,398	5,568	4,897	4,871	4,312	4,613	4,282	3,897
Infrastructure											
Roads	4,859	8,645	6,647	5,096	5,056	5,357	6,368	6,902	5,698	5,754	6,700
Bridges	269	690	208	442	454	465	477	489	502	515	528
Footpaths and cycleways	2,680	3,346	3,621	3,732	3,107	2,960	3,627	2,886	2,786	3,084	1,790
Drainage	2,092	1,673	4,795	3,573	4,598	7,466	3,317	2,092	6,110	7,247	7,270
Recreational, leisure and community facilities	6,251	7,103	6,811	7,532	16,792	20,007	15,447	23,739	3,690	4,792	6,360
Waste management	85	560	1,291	673	836	150	5,000	-	150	-	-
Parks, open space and streetscapes	6,284	9,839	9,358	8,441	6,147	3,365	3,979	4,440	3,661	7,339	8,337
Off street car parks	508	350	1,519	1,601	1,076	530	1,267	2,138	1,413	722	330
Other infrastructure	2,734	2,618	2,245	1,507	668	440	1,461	4,720	2,518	803	426
Total infrastructure	25,762	34,824	36,495	32,597	38,734	40,740	40,943	47,406	26,528	30,256	31,741
Total capital works expenditure	49,342	68,274	80,915	62,371	56,733	60,456	64,249	61,415	41,781	43,286	41,138
Represented by:											
New asset expenditure	19,849	21,473	14,703	13,755	18,903	16,536	20,469	10,824	6,019	6,531	5,990
Asset renewal expenditure	21,763	25,043	26,518	25,171	26,182	29,077	27,228	28,454	27,359	27,222	27,658
Asset expansion expenditure	-	4,776	1,807	1,826	3,593	4,715	3,374	3,518	113	224	582
Asset upgrade expenditure	7,730	16,982	37,887	21,619	8,055	10,128	13,178	18,619	8,290	9,309	6,908
Total capital works expenditure	49,342	68,274	80,915	62,371	56,733	60,456	64,249	61,415	41,781	43,286	41,138
Funding sources represented by:											
Grants	6,667	19,153	19,008	14,725	14,286	14,310	13,613	13,416	2,119	1,623	1,126
Contributions	92	-	583	-	-	-	700	-	-	-	-
Council cash	42,533	46,371	54,317	44,046	36,017	35,346	36,436	36,499	37,662	39,163	40,012
Borrowings	50	2,750	7,007	3,600	6,430	10,800	13,500	11,500	2,000	2,500	-
Total capital works expenditure	49,342	68,274	80,915	62,371	56,733	60,456	64,249	61,415	41,781	43,286	41,138

Statement of Human Resources

Staff expenditure	Actual										
	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Total staff expenditure											
Male	32,702	36,856	37,911	38,985	40,154	41,359	42,393	43,453	44,539	45,652	46,794
Female	40,931	46,131	47,401	48,617	49,909	51,405	52,641	53,905	55,199	56,524	57,881
Self-described gender	-	-	-	-	-	-	-	-	-	-	-
Casual staff	4,976	5,912	6,031	6,212	6,399	6,592	6,757	6,927	7,101	7,280	7,463
less Capitalised costs	(1,405)	(2,941)	(2,941)	(2,941)	(2,941)	(3,028)	(3,056)	(3,082)	(3,105)	(3,130)	(3,152)
Total staff expenditure	77,204	85,958	88,402	90,873	93,521	96,327	98,735	101,203	103,734	106,326	108,985
Permanent full time											
Male	29,749	33,528	34,489	35,460	36,524	37,620	38,560	39,524	40,512	41,525	42,563
Female	25,798	29,076	29,842	30,595	31,346	32,286	33,044	33,818	34,609	35,420	36,249
Self-described gender	-	-	-	-	-	-	-	-	-	-	-
Total	55,547	62,604	64,331	66,055	67,870	69,905	71,604	73,342	75,122	76,945	78,812
Permanent part time											
Male	2,953	3,328	3,422	3,525	3,630	3,739	3,833	3,928	4,027	4,127	4,230
Female	15,133	17,055	17,559	18,022	18,563	19,119	19,597	20,087	20,590	21,104	21,632
Self-described gender	-	-	-	-	-	-	-	-	-	-	-
Total	18,086	20,383	20,981	21,547	22,193	22,859	23,430	24,016	24,616	25,232	25,862

Staff numbers	Actual										
	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31
	FTE	FTE	FTE	FTE	FTE	FTE	FTE	FTE	FTE	FTE	FTE
Total staff numbers											
Male	274	344	340	340	340	340	340	340	340	340	340
Female	361	436	433	431	431	431	431	431	431	431	431
Self-described gender	-	-	-	-	-	-	-	-	-	-	-
Casual staff	65	79	79	79	79	79	79	79	79	79	79
Total staff numbers	700	858	851	849	849	849	849	849	849	849	849
Permanent full time											
Male	250	306	303	303	303	303	303	303	303	303	303
Female	207	246	243	242	242	242	242	242	242	242	242
Self-described gender	-	-	-	-	-	-	-	-	-	-	-
Total	457	552	546	545	545	545	545	545	545	545	545
Permanent part time											
Male	24	38	37	37	37	37	37	37	37	37	37
Female	154	190	190	189	189	189	189	189	189	189	189
Self-described gender	-	-	-	-	-	-	-	-	-	-	-
Total	178	227	226	225	225	225	225	225	225	225	225

Note: The budgeted FTE for 2021-22 includes vacant positions that are currently filled by contract staff and have not been included in the actual FTE count for 2020-21.

Department	Permanent Full Time				Permanent Part Time			
	Male	Female	Self-described	Total	Male	Female	Self-described	Total
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Chief Executive Officer	413	166	-	579	-	-	-	-
Chief Financial Officer	2,075	5,079	-	7,154	50	450	-	500
Communities	8,995	13,491	-	22,486	2,742	13,674	-	16,416
Business Innovation and Culture	3,450	5,395	-	8,845	234	2,106	-	2,340
Infrastructure and Operations	17,791	3,139	-	20,930	43	166	-	209
Peninsula Leisure Pty Ltd	804	1,806	-	2,610	259	659	-	918
Total permanent staff expenditure	33,528	29,076	-	62,604	3,328	17,055	-	20,383
Casuals, temporary and other expenditure	-	-	-	5,912	-	-	-	-
Capitalised labour costs				(2,941)				
Total staff	33,528	29,076	-	65,575	3,328	17,055	-	20,383

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Planned Human Resource Expenditure

	Actual 2020-21 \$'000	2021-22 \$'000	2022-23 \$'000	2023-24 \$'000	2024-25 \$'000	2025-26 \$'000	2026-27 \$'000	2027-28 \$'000	2028-29 \$'000	2029-30 \$'000	2030-31 \$'000
Chief Executive Officer											
Permanent - Full time	520	579	599	617	636	655	671	688	705	723	741
Female	149	166	172	177	182	188	192	197	202	207	212
Male	371	413	427	440	453	467	479	491	503	516	528
Total Chief Executive Officer	520	579	599	617	636	655	671	688	705	723	741
Chief Financial Officer											
Permanent - Full time	6,425	7,154	7,404	7,627	7,855	8,091	8,293	8,501	8,713	8,931	9,154
Female	4,562	5,079	5,257	5,414	5,577	5,744	5,888	6,035	6,186	6,341	6,499
Male	1,864	2,075	2,148	2,212	2,278	2,347	2,405	2,466	2,527	2,590	2,655
Permanent - Part time	449	500	518	533	549	565	580	594	609	624	640
Female	404	450	466	480	494	509	522	535	548	562	576
Male	46	50	52	53	55	57	58	59	61	62	64
Total Chief Financial Officer	6,875	7,654	7,922	8,160	8,404	8,656	8,873	9,095	9,322	9,555	9,794
Communities											
Permanent - Full time	20,196	22,486	23,107	23,800	24,514	25,250	25,881	26,528	27,191	27,871	28,568
Female	12,117	13,491	13,885	14,302	14,731	15,172	15,552	15,941	16,339	16,748	17,166
Male	8,079	8,995	9,222	9,498	9,784	10,077	10,329	10,587	10,852	11,123	11,402
Permanent - Part time	14,744	16,416	16,972	17,417	17,939	18,477	18,939	19,413	19,898	20,396	20,906
Female	12,281	13,674	14,153	14,513	14,948	15,397	15,782	16,176	16,581	16,995	17,420
Male	2,463	2,742	2,819	2,904	2,991	3,081	3,158	3,236	3,317	3,400	3,485
Total Communities	34,940	38,902	40,079	41,217	42,454	43,727	44,820	45,941	47,089	48,267	49,473
Business Innovation and Culture											
Permanent - Full time	7,944	8,845	9,155	9,376	9,581	9,869	10,115	10,368	10,627	10,893	11,165
Female	4,846	5,395	5,584	5,698	5,793	5,967	6,116	6,269	6,425	6,586	6,751
Male	3,099	3,450	3,571	3,678	3,788	3,902	3,999	4,099	4,202	4,307	4,415
Permanent - Part time	2,102	2,340	2,339	2,409	2,482	2,556	2,620	2,685	2,753	2,821	2,892
Female	1,892	2,106	2,097	2,160	2,225	2,291	2,349	2,407	2,468	2,529	2,592
Male	210	234	242	249	257	265	271	278	285	292	299
Total Business Innovation and Culture	10,046	11,185	11,494	11,785	12,063	12,425	12,735	13,054	13,380	13,714	14,057
Infrastructure and Operations											
Permanent - Full time	18,798	20,930	21,496	22,077	22,739	23,421	24,006	24,607	25,222	25,852	26,499
Female	2,819	3,139	3,194	3,290	3,389	3,490	3,578	3,667	3,759	3,853	3,949
Male	15,979	17,791	18,302	18,787	19,350	19,931	20,429	20,940	21,463	22,000	22,550
Permanent - Part time	188	209	216	223	229	236	242	248	255	261	267
Female	149	166	172	177	182	188	192	197	202	207	212
Male	39	43	45	46	47	49	50	51	52	54	55
Total Infrastructure and Operations	18,986	21,139	21,712	22,300	22,968	23,657	24,249	24,855	25,476	26,113	26,766
Peninsula Leisure Pty Ltd											
Permanent - Full time	2,344	2,610	2,570	2,557	2,545	2,620	2,637	2,651	2,663	2,675	2,686
Female	1,622	1,806	1,750	1,713	1,675	1,724	1,718	1,709	1,698	1,686	1,672
Male	722	804	820	845	870	896	919	941	965	989	1,014
Permanent - Part time	825	918	936	964	993	1,023	1,049	1,075	1,102	1,129	1,158
Female	592	659	672	692	713	735	753	772	791	811	831
Male	232	259	264	272	280	289	296	303	311	319	327
Total Peninsula Leisure Pty Ltd	3,169	3,528	3,507	3,522	3,538	3,644	3,686	3,726	3,765	3,804	3,843
Casuals, temporary and other expenditure	4,976	5,912	6,031	6,212	6,399	6,592	6,757	6,927	7,101	7,280	7,463
Less capital expenditure	(2,308)	(2,941)	(2,941)	(2,941)	(2,941)	(3,028)	(3,056)	(3,082)	(3,105)	(3,130)	(3,152)
Total staff expenditure	77,204	85,958	88,402	90,873	93,521	96,327	98,735	101,203	103,734	106,326	108,985

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Planned Human Resources - FTEs

	2020-21 FTE	2021-22 FTE	2022-23 FTE	2023-24 FTE	2024-25 FTE	2025-26 FTE	2026-27 FTE	2027-28 FTE	2028-29 FTE	2029-30 FTE	2030-31 FTE
Chief Executive Officer											
Permanent - Full time	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0
Female	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0
Male	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0
Total Chief Executive Officer	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0
Chief Financial Officer											
Permanent - Full time	47.0	59.0	59.0	59.0	59.0	59.0	59.0	59.0	59.0	59.0	59.0
Female	34.0	42.0	42.0	42.0	42.0	42.0	42.0	42.0	42.0	42.0	42.0
Male	13.0	17.0	17.0	17.0	17.0	17.0	17.0	17.0	17.0	17.0	17.0
Permanent - Part time	6.6	4.8	4.8	4.8	4.8	4.8	4.8	4.8	4.8	4.8	4.8
Female	5.8	4.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0
Male	0.8	0.8	0.8	0.8	0.8	0.8	0.8	0.8	0.8	0.8	0.8
Total Chief Financial Officer	53.6	63.8	63.8	63.8	63.8	63.8	63.8	63.8	63.8	63.8	63.8
Communities											
Permanent - Full time	154.0	191.0	188.0	188.0	188.0	188.0	188.0	188.0	188.0	188.0	188.0
Female	93.0	113.0	111.0	111.0	111.0	111.0	111.0	111.0	111.0	111.0	111.0
Male	61.0	78.0	77.0	77.0	77.0	77.0	77.0	77.0	77.0	77.0	77.0
Permanent - Part time	135.8	183.7	182.7	181.7	181.7	181.7	181.7	181.7	181.7	181.7	181.7
Female	118.9	153.1	153.1	152.1	152.1	152.1	152.1	152.1	152.1	152.1	152.1
Male	16.9	30.6	29.6	29.6	29.6	29.6	29.6	29.6	29.6	29.6	29.6
Total Communities	289.8	374.7	370.7	369.7	369.7	369.7	369.7	369.7	369.7	369.7	369.7
Business Innovation and Culture											
Permanent - Full time	54.0	68.0	68.0	67.0	67.0	67.0	67.0	67.0	67.0	67.0	67.0
Female	35.0	41.0	41.0	40.0	40.0	40.0	40.0	40.0	40.0	40.0	40.0
Male	19.0	27.0	27.0	27.0	27.0	27.0	27.0	27.0	27.0	27.0	27.0
Permanent - Part time	21.2	24.9	24.9	24.9	24.9	24.9	24.9	24.9	24.9	24.9	24.9
Female	18.7	22.4	22.4	22.4	22.4	22.4	22.4	22.4	22.4	22.4	22.4
Male	2.5	2.5	2.5	2.5	2.5	2.5	2.5	2.5	2.5	2.5	2.5
Total Business Innovation and Culture	75.2	92.9	92.9	91.9	91.9	91.9	91.9	91.9	91.9	91.9	91.9
Infrastructure and Operations											
Permanent - Full time	174.0	206.0	203.0	203.0	203.0	203.0	203.0	203.0	203.0	203.0	203.0
Female	26.0	31.0	30.0	30.0	30.0	30.0	30.0	30.0	30.0	30.0	30.0
Male	148.0	175.0	173.0	173.0	173.0	173.0	173.0	173.0	173.0	173.0	173.0
Permanent - Part time	2.9	2.1	2.1	2.1	2.1	2.1	2.1	2.1	2.1	2.1	2.1
Female	2.3	1.7	1.7	1.7	1.7	1.7	1.7	1.7	1.7	1.7	1.7
Male	0.6	0.4	0.4	0.4	0.4	0.4	0.4	0.4	0.4	0.4	0.4
Total Infrastructure and Operations	176.9	208.1	205.1	205.1	205.1	205.1	205.1	205.1	205.1	205.1	205.1
Peninsula Leisure Pty Ltd											
Permanent - Full time	26	26	26	26	26.0	26.0	26.0	26.0	26.0	26.0	26.0
Female	18.0	18	18	18	18	18.0	18.0	18.0	18.0	18.0	18.0
Male	8.0	8	8	8	8	8.0	8.0	8.0	8.0	8.0	8.0
Permanent - Part time	12	12	12	12	12	11.7	11.7	11.7	11.7	11.7	11.7
Female	8.3	8	8	8	8	8.4	8.4	8.4	8.4	8.4	8.4
Male	3.3	3	3	3	3	3.3	3.3	3.3	3.3	3.3	3.3
Total Peninsula Leisure Pty Ltd	38	38	38	38	38	38	38	38	38	38	38
Casuals	65.4	78.8	78.8	78.8	78.8	78.8	78.8	78.8	78.8	78.8	78.8
Total staff numbers	700.5	858.0	851.0	849.0	849.0	849.0	849.0	849.0	849.0	849.0	849.0

Borrowing Requirements

The following table highlights Council's projected loan balance, including new loans and loan repayments for the 10 years of the Financial Plan.

	Actual										
	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Opening balance	27,749	30,334	29,578	35,294	37,367	41,346	33,302	42,220	47,997	43,923	39,898
Plus new loans	2,930	2,750	7,007	3,600	6,430	10,800	13,500	11,500	2,000	2,500	-
Less Principal repayment	(345)	(3,506)	(1,291)	(1,527)	(2,451)	(18,844)	(4,582)	(5,723)	(6,074)	(6,525)	(6,777)
Closing balance	30,334	29,578	35,294	37,367	41,346	33,302	42,220	47,997	43,923	39,898	33,121
Interest payment	1,455	1,467	1,573	1,583	1,713	1,647	1,621	1,809	1,684	1,563	1,356

Borrowings are estimated to fund the following major projects:

Project Title	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	Grand Total
Kevin Collopy Pavilion Upgrade at Jubilee Park	1,500	1,457	-	-	-	-	-	-	-	2,957
Eric Bell Reserve Pavilion Upgrade	100	2,650	3,500	-	-	-	-	-	-	6,250
Ballam Park Regional Playspace Upgrade	1,100	1,650	-	-	-	-	-	-	-	2,750
Ballam Park- North East Precinct Improvement	50	1,250	-	-	-	-	-	-	-	1,300
Bruce Park - Pavilion -New - Bruce Park Pavilion	-	-	100	400	4,000	2,500	-	-	-	7,000
Langwarrin Child & Family Centre	-	-	-	3,330	-	-	-	-	-	3,330
New Seaford Child & Family Centre	-	-	-	560	1,800	-	-	-	-	2,360
Belvedere Community Hub, Kindergarten, Maternal and Child Health service	-	-	-	-	-	2,000	-	-	-	2,000
Basketball & Gymnastics Centre Concept Design	-	-	-	2,140	5,000	-	-	-	-	7,140
Frankston Pines Aquatic Centre Upgrade Concept Design	-	-	-	-	-	3,000	5,000	-	-	8,000
Kerbside glass bin roll-out	-	-	-	-	-	2,500	-	-	-	2,500
Riviera Reserve - Pavilion - New	-	-	-	-	-	2,500	-	-	-	2,500
Redevelopment of synthetic hockey facility	-	-	-	-	-	1,000	5,000	-	-	6,000
Langwarrin Equestrian Clubrooms	-	-	-	-	-	-	1,500	-	-	1,500
Peninsula Hockey Pavilion	-	-	-	-	-	-	-	2,000	-	2,000
Yamala Reserve - Pavilion - Tennis/Bowls - New	-	-	-	-	-	-	-	-	2,500	2,500
Total estimated borrowings	2,750	7,007	3,600	6,430	10,800	13,500	11,500	2,000	2,500	60,087

Reserves

Reserve Usage Projections

The table below discloses the balance and annual movement for each reserve over the 10-year life of the Financial Plan.

Reserves	Restricted / Discretionary	Actual										
		2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31
		\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Public Resort & Recreation												
	Restricted											
Opening balance		7,230	7,639	5,901	3,780	915	3	1,107	1,968	3,646	5,332	7,084
Transfer to reserve		1,766	1,000	1,734	1,785	2,000	2,000	2,000	2,000	2,000	2,000	2,000
Transfer from reserve		(1,357)	(2,738)	(3,855)	(4,650)	(2,912)	(896)	(1,139)	(322)	(314)	(248)	(166)
Closing balance		7,639	5,901	3,780	915	3	1,107	1,968	3,646	5,332	7,084	8,918
Native Vegetation												
	Restricted											
Opening balance		456	339	239	79	79	79	79	79	79	79	79
Transfer to reserve		-	-	-	-	-	-	-	-	-	-	-
Transfer from reserve		(117)	(100)	(160)	-	-	-	-	-	-	-	-
Closing balance		339	239	79	79	79	79	79	79	79	79	79
Subdivision Roadworks												
	Restricted											
Opening balance		133	133	133	133	133	133	133	133	133	133	133
Transfer to reserve		-	-	-	-	-	-	-	-	-	-	-
Transfer from reserve		-	-	-	-	-	-	-	-	-	-	-
Closing balance		133	133	133	133	133	133	133	133	133	133	133
Infrastructure Reserve												
	Restricted											
Opening balance		74	74	74	74	74	74	74	74	74	74	74
Transfer to reserve		-	-	-	-	-	-	-	-	-	-	-
Transfer from reserve		-	-	-	-	-	-	-	-	-	-	-
Closing balance		74	74	74	74	74	74	74	74	74	74	74
Carparking												
	Restricted											
Opening balance		10	10	10	10	10	10	10	10	10	10	10
Transfer to reserve		-	-	-	-	-	-	-	-	-	-	-
Transfer from reserve		-	-	-	-	-	-	-	-	-	-	-
Closing balance		10	10	10	10	10	10	10	10	10	10	10

Reserves	Restricted / Discretionary	Actual										
		2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31
		\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Total Restricted												
	Restricted											
Opening balance		7,908	8,195	6,357	4,076	1,211	299	1,403	2,264	3,942	5,628	7,380
Transfer to reserve		1,766	1,000	1,734	1,785	2,000	2,000	2,000	2,000	2,000	2,000	2,000
Transfer from reserve		(1,474)	(2,838)	(4,015)	(4,650)	(2,912)	(896)	(1,139)	(322)	(314)	(248)	(166)
Closing balance		8,195	6,357	4,076	1,211	299	1,403	2,264	3,942	5,628	7,380	9,214
Unexpended Grants Reserve												
	Discretionary											
Opening balance		13,220	5,796	5,796	5,796	5,796	5,796	5,796	5,796	5,796	5,796	5,796
Transfer to reserve		-	-	-	-	-	-	-	-	-	-	-
Transfer from reserve		(7,424)	-	-	-	-	-	-	-	-	-	-
Closing balance		5,796	5,796	5,796	5,796	5,796	5,796	5,796	5,796	5,796	5,796	5,796
Capital Projects Reserve												
	Discretionary											
Opening balance		5,618	4,459	3,363	3,363	1,970	414	414	414	414	414	414
Transfer to reserve		80	-	-	-	-	-	-	-	-	-	-
Transfer from reserve		(1,239)	(1,096)	-	(1,393)	(1,556)	-	-	-	-	-	-
Closing balance		4,459	3,363	3,363	1,970	414	414	414	414	414	414	414
Strategic Asset Reserve												
	Discretionary											
Opening balance		32,776	43,716	31,133	15,140	13,461	19,275	20,439	22,154	23,736	25,744	28,336
Transfer to reserve		15,064	-	-	3,029	5,814	1,164	1,715	1,582	2,008	2,592	3,327
Transfer from reserve		(4,124)	(12,583)	(15,993)	(4,708)	-	-	-	-	-	-	-
Closing balance		43,716	31,133	15,140	13,461	19,275	20,439	22,154	23,736	25,744	28,336	31,663
PARC Asset Management and Strategic Asset Reserve												
	Discretionary											
Opening balance		12,434	12,765	12,535	12,765	12,995	12,769	13,903	15,075	16,283	17,489	17,679
Transfer to reserve		2,639	750	750	750	750	1,655	1,694	1,730	1,765	750	750
Transfer from reserve		(2,308)	(980)	(520)	(520)	(976)	(521)	(522)	(522)	(559)	(560)	(560)
Closing balance		12,765	12,535	12,765	12,995	12,769	13,903	15,075	16,283	17,489	17,679	17,869
Resource Efficiency Fund												
	Discretionary											
Opening balance		55	74	74	74	74	74	74	74	74	74	74
Transfer to reserve		19	-	-	-	-	-	-	-	-	-	-
Transfer from reserve		-	-	-	-	-	-	-	-	-	-	-
Closing balance		74	74	74	74	74	74	74	74	74	74	74

Reserves	Restricted / Discretionary	Actual										
		2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31
		\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
LGFV (Sinking Fund)												
	Discretionary											
Opening balance		12,205	12,205	12,708	13,538	13,917	14,329	-	-	-	-	-
Transfer to reserve		-	503	830	379	412	1,213	-	-	-	-	-
Transfer from reserve		-	-	-	-	-	(15,542)	-	-	-	-	-
Closing balance		12,205	12,708	13,538	13,917	14,329	-	-	-	-	-	-
Total Discretionary												
	Discretionary											
Opening balance		76,308	79,015	65,609	50,676	48,213	52,657	40,626	43,513	46,303	49,517	52,299
Transfer to reserve		17,802	1,253	1,580	4,158	6,976	4,032	3,409	3,312	3,773	3,342	4,077
Transfer from reserve		(15,095)	(14,659)	(16,513)	(6,621)	(2,532)	(16,063)	(5,22)	(522)	(559)	(560)	(560)
Closing balance		79,015	65,609	50,676	48,213	52,657	40,626	43,513	46,303	49,517	52,299	55,816
Reserves Summary												
	Restricted & Discretionary											
Opening balance		84,211	87,210	71,966	54,752	49,424	52,956	42,029	45,777	50,245	55,145	59,679
Transfer to reserve		19,568	2,253	3,314	5,943	8,976	6,032	5,409	5,312	5,773	5,342	6,077
Transfer from reserve		(16,569)	(17,497)	(20,528)	(11,271)	(5,444)	(16,959)	(1,661)	(844)	(873)	(808)	(726)
Closing balance		87,210	71,966	54,752	49,424	52,956	42,029	45,777	50,245	55,145	59,679	65,030

Reserves Strategy

Victorian local government councils have traditionally operated with reserve funds that are amounts of money set aside for specific purposes in later years. In general, these funds do not have bank accounts of their own but are a theoretical split up of the cash surplus that Council has on hand. The following section provides a description of what reserve funds Council holds and their purpose.

The current reserve funds utilised by Frankston City Council and the purpose of each reserve are:

- **Public resort and recreation reserve**

The public resort and recreation reserve is established to hold funds contributed by developers for works associated with developing improved open space and recreational facilities within Frankston City Council. Funds are contributed in accordance with Section 18 of the Subdivision Act and transfers are restricted to the purpose of creating open space such as parks, playgrounds, pavilions and other such items where it is deemed that these works should occur at a later point than the initial development. Separate locations have been established to record revenues received from developers that are to be applied specifically to undertaking future capital works within these locations.

Typical sources of inflows and outflows:

Inflows are solely composed of contributions from subdividers in lieu of the 5 per cent Public Open Space requirement. In terms of outflows, Council considers the following position in terms of utilising these funds as stated below:

"That Council maintain an annual balance of \$0.3 million in the Public Resort and Recreation Reserve and utilise the remaining funds in delivering capital works in accordance with the Reserve purpose."

Council has a large amount of undeveloped open space and this Financial Plan has been based on the principle that these funds in this reserve should be utilised for the combined purposes of developing this land for passive recreation and for significant upgrade works within structured recreation.

The current financial statements do not include the full expenditure of this reserve fund to the extent noted above. Further reviews are currently being undertaken to provide an accurate assessment of what work can realistically be undertaken in the financial periods over the life of this Financial Plan.

- **Native vegetation reserve**

The purpose of this reserve is to enable Council under the native vegetation framework to demonstrate that where there has been a loss of remnant vegetation it has been off set in a location that is sustainable and can be protected into the future. The income and expenditure will occur over different years.

Typical sources of inflows and outflows:

Inflows will be typically from developments where due to site constraints the remnant vegetation cannot be protected on site and the state requires these to be offset and maintained over a 10 year period.

Outflows from this reserve will be in the form of agreed expenditure over the life of this reserve.

- **Infrastructure reserve**

The purpose of this reserve is to set aside funding for roads and drains in growth areas.

Typical sources of inflows and outflows:

Outflows from this reserve will be in the form of agreed projects for roads and drains.

- **Unexpended grants reserve**

The purpose of this reserve is to quarantine operating Federal and Victorian government funding relating received in prior periods for work to be carried out in future periods.

With the changes in Accounting Standards that came into effect in 2019-20, any unspent grant that is received for a specific purpose is recognised as a liability in the balance sheet and only unspent funding that is not tied to a specific purpose is transferred to the reserve at the end of the year.

Typical sources of inflows and outflows:

Inflows are solely composed of significant grant funds received prior to 2019-20 and restricted for specific projects or expenditure in future periods.

Outflows from this reserve will be transfers back to operations or specific projects as per unexpended grant listing.

- **Capital projects**

The capital projects reserve has been established by Council and represents funding allocated to capital projects that have not been delivered in a prior year.

Typical sources of inflows and outflows:

Inflows are solely composed of funding allocated to capital projects that have not been delivered in a prior year as the delivery is either delayed or project is not going ahead.

Outflows from this reserve will be transfers back to specific projects as per long term infrastructure plan.

- **Strategic assets**

The strategic projects reserve has been established by Council with the proceeds to fund works considered by Council to be of a strategic nature.

Typical sources of inflows and outflows:

Inflow to this reserve will typically be from the sale of Council land and when Council achieves a surplus outcome at the conclusion of financial years and resolves to transfer surplus funds into this reserve.

The development of a new Council Plan for 2021-2025 has set 20 strategic priorities for the next four years that will require careful financial planning to see Frankston City reach a vision as the lifestyle capital of Victoria. In order to deliver community infrastructure such as a revitalised City, regional sporting facilities, further development of the Frankston Stations Precinct and re-development of the existing Frankston Arts Centre, a financially sustainable Council must exist.

Each of these projects in themselves is extremely significant and involves expenditure in the tens of millions. At the same point, Council must maintain its existing assets and meet the asset renewal challenges, continue to provide a strong suite of operational services to its residents and provide for the ongoing capital development of Council across a broad range of items in addition to the major priorities mentioned above.

In the future, outflows are anticipated to be for the funding of major capital works projects or where Council is required to source major funding where there is no option but to utilise cash reserves.

- **Resource efficiency**

The purpose of this reserve is to provide Council with an opportunity to set aside funds and highlight the benefit of energy conservation measures to save money and achieve Council's greenhouse reduction goals.

Typical sources of inflows and outflows:

Inflows to this reserve are the annual expected savings from energy reduction projects.

Outflows from this reserve will be the reinvestment in future years for further works to minimise energy consumption. Whilst the Financial Plan presently does not show any outflows, this is simply due to uncertainty in respect of when they are likely to arise and it is expected the reserve will be accessed over the life of this plan.

- **Local Government Funding Vehicle (sinking fund)**

The purpose of this reserve is to partly provide for the principal repayments required on maturity of the interest-only Local Government Funding Vehicle (LGFV) and to provide future borrowing capacity for major infrastructure projects.

Typical sources of inflows and outflows:

Inflows will comprise savings derived from annual loan repayments and interest savings compared to the original budget provision of these items. Inflows will also include 'transfers in' required to fund debt redemption commitments (interest expense and principal repayments).

- **PARC asset management**

This reserve has been established to provide a source of funding for the portion of the PARC asset management plan that Council is responsible for.

Typical sources of inflows and outflows:

Inflows are composed of funding that is transferred annually from the accumulated surplus to cover the expenditure contained in the PARC asset management plan.

Outflows from this reserve will be transfers back to operations or specific projects as may be determined by Council and PARC.

- **Other reserves**

These reserves have been established to provide a source of funding for car parking and subdivisional works.

Typical sources of inflows and outflows:

Inflows are composed of funding for car parking and subdivisional works.

Outflows from this reserve will be transfers back to operations or specific projects as may be determined by Council.

Measuring our performance

We measure our performance against our Financial Policy Statements, the Local Government Performance Reporting Framework (LGPRF) and the Victorian Auditor General Office (VAGO) assessment of financial sustainability indicators.

Financial Policy Statements

This section models the key results relating to the Financial Policy statements explained earlier on page 13. These measures demonstrates Council's financial sustainability to fund the aspirations of the Community Vision and the Council Plan. Below are the key measures that we use to ensure that Council is financially sustainable in to the future.

Policy Statement	Measure	Target	Actual 2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31
Consistent underlying surplus result	Adjusted underlying result / adjusted underlying revenue greater than 2.5%	>2.5%	(0.6%) [*]	0.3%	1.6%	1.9%	2.0%	1.9%	2.1%	2.4%	2.9%	3.2%	3.7%
Ensure Council maintains sufficient working capital to meet its debt obligations as they fall due	Current Assets / Current Liabilities greater than 1.1	>1.1	2.2	2.5	2.0	1.9	1.4	1.6	1.7	1.7	1.8	1.8	1.9
Ensures that Council could repay long term obligations from the income it generates internally	Non-current liabilities / own source revenue to remain below 60%	<60%	19%	18%	20%	20%	14%	17%	20%	22%	19%	17%	14%
Ensures that Council could repay its borrowing commitment from the rate income and growth in the Municipality	Interest and principal repayments on interest bearing loans and borrowings / rate revenue below 10%	<10%	1.4%	3.7%	2.1%	2.2%	2.8%	13.5% [*]	4.0%	4.7%	4.7%	4.8%	4.7%
Ensures that Council could repay its interest commitment from the rate income and growth in the Municipality	Interest payments / rate revenue below 5%	<5%	1.1%	1.1%	1.1%	1.1%	1.2%	1.1%	1.0%	1.1%	1.0%	0.9%	0.8%
That Councils applies loan funding to new capital and maintain total borrowing in line with rate income and growth of the municipality	Total Indebtedness / rate revenue	<60%	23%	22%	25%	26%	28%	22%	27%	30%	27%	24%	19%
Council maintains sufficient restricted cash to ensure ongoing liquidity as well as to address unforeseen cash imposts if required	Unrestricted cash / current liabilities to be maintained above 20%	>20%	69%	91%	60%	62%	52%	41%	44%	47%	51%	55%	60%
Allocate adequate funds towards renewal capital in order to replace assets and infrastructure as they reach the end of their service life	Asset renewal and upgrade expenses / depreciation above 100%	>100%	89%	132%	196%	133%	94%	103%	104%	118%	88%	88%	83%

Guide to risk of not achieving financial sustainability:

- Low Risk
- Medium Risk
- High Risk

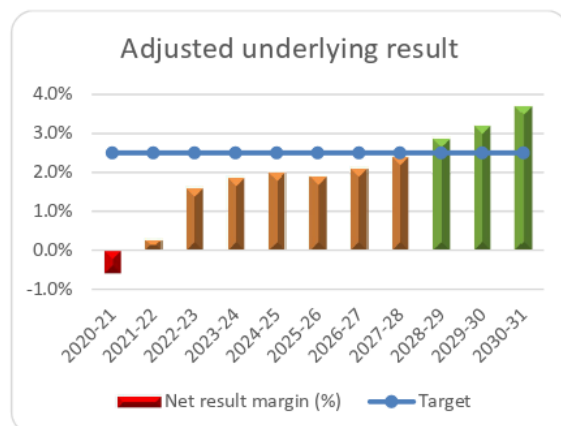
* The negative result for the adjusted underlying result relates to the impact caused by Covid-19 and the investment in the Future Ready Frankston Program, where benefits will flow through in later years. The 13.7% adverse result in interest and principal repayments relate to the repayment of the low interest bearing loan of \$15 million that Council obtained from the Local Government funding vehicle. Money to pay off this loan has been transferred to a reserve each year, and the debt will be redeemed from the reserve instead of general cash reserves. Detailed explanation of the results of these indicators and other key performance indicators are in the section on Measuring our Performance.

LGPRF indicators

Indicator	Measure	Actual 2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	Trend ↑ → ↓
Operating position													
Adjusted underlying result	Adjusted underlying surplus (deficit) / Adjusted underlying revenue	(0.6%)	0.3%	1.6%	1.9%	2.0%	1.9%	2.1%	2.4%	2.9%	3.2%	3.7%	↑
Liquidity													
Working capital	Current assets / current liabilities	223.9%	253.2%	204.0%	185.0%	141.7%	163.8%	165.2%	168.6%	176.0%	183.9%	193.5%	↑
Unrestricted cash	Unrestricted cash/ current liabilities	69.5%	90.8%	60.2%	62.0%	51.9%	41.0%	44.1%	46.8%	51.1%	54.7%	59.7%	↑
Obligations													
Loans and borrowings	Interest bearing loans and borrowings / rate revenue	23.0%	21.9%	25.4%	26.2%	28.1%	22.0%	27.2%	30.0%	26.7%	23.7%	19.1%	↓
Loans and borrowings repayments	Interest and principal repayments on interest bearing loans and borrowings / rate revenue	1.4%	3.7%	2.1%	2.2%	2.8%	13.5%	4.0%	4.7%	4.7%	4.8%	4.7%	↓
Indebtedness	Non-current liabilities / own source revenue	19.0%	17.9%	20.1%	20.5%	13.8%	17.1%	20.4%	22.0%	19.4%	17.1%	13.8%	↓
Asset renewal and upgrade	Asset renewal and upgrade expenses / depreciation	88.9%	132.4%	196.0%	133.2%	93.7%	103.4%	104.1%	117.7%	87.7%	88.4%	82.6%	↓
Stability													
Rates concentration	Rate revenue / adjusted underlying revenue	73.7%	69.4%	69.3%	69.4%	69.5%	69.8%	70.1%	70.2%	70.3%	70.5%	70.7%	→
Rates effort	Rate revenue / CIV of rateable properties in the municipality	0.3%	0.3%	0.3%	0.3%	0.4%	0.4%	0.4%	0.4%	0.4%	0.4%	0.4%	→
Efficiency													
Expenditure level	Total expenses / No. of property assessments	\$2,796	\$3,036	\$3,060	\$3,104	\$3,155	\$3,204	\$3,240	\$3,284	\$3,316	\$3,350	\$3,380	→
Rate revenue level	Rate revenue / No. of property assessments	\$1,604	\$1,645	\$1,678	\$1,708	\$1,737	\$1,766	\$1,794	\$1,822	\$1,849	\$1,875	\$1,902	↓
Sustainability capacity indicators													
Own-source revenue per head of municipal population	Own-source revenue / Municipal population	\$1,072	\$1,198	\$1,221	\$1,243	\$1,265	\$1,285	\$1,303	\$1,326	\$1,346	\$1,365	\$1,386	↑
Recurrent grants per head of municipal population	Recurrent grants / Municipal population	\$136	\$135	\$135	\$134	\$134	\$134	\$134	\$134	\$133	\$133	\$133	→
Expenses per head of municipal population	Total expenses / Municipal population	\$1,245	\$1,336	\$1,346	\$1,364	\$1,385	\$1,405	\$1,419	\$1,437	\$1,450	\$1,463	\$1,475	↓
Infrastructure per head of municipal population	Value of infrastructure / Municipal population	\$6,550	\$6,647	\$6,831	\$6,885	\$6,908	\$6,966	\$7,037	\$7,079	\$6,996	\$6,896	\$6,775	↑

Key to Forecast Trend:

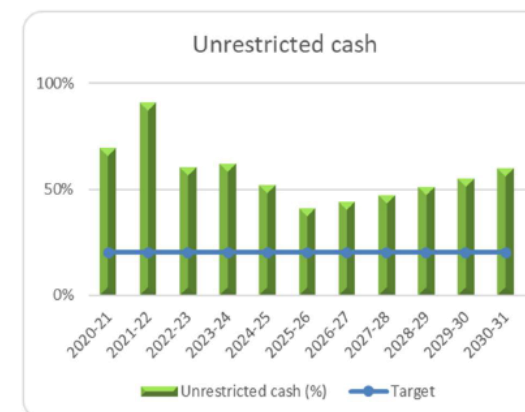
- ↑ Forecasts improvement in Council's financial performance/financial position indicator
- Forecasts that Council's financial performance/financial position indicator will be steady
- ↓ Forecasts deterioration in Council's financial performance/financial position indicator



This measures Council's ability to generate a surplus in the ordinary course of business, and excludes external funding received for capital works projects. The negative result in 2020-21 of the plan is due to the financial impact caused by Covid-19 and the investment in the Future Ready Frankston Program, where benefits will flow through in later years. This indicator improves with the cost efficiencies that Council has projected in the future years.



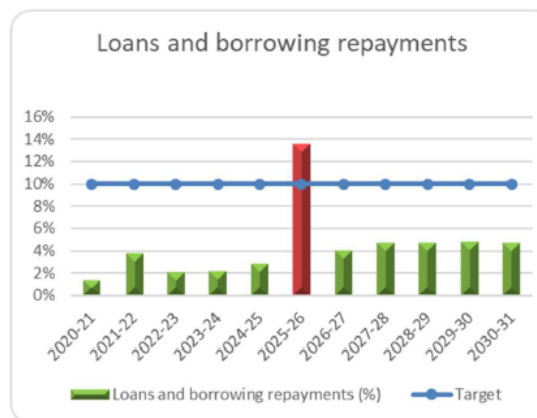
This indicator measures Council's ability to pay existing liabilities in the next 12 months. Although Council's working capital ratio is above the target over the next ten years, it trends downwards in the medium term of the Financial Plan due to the additional borrowings of \$60.8 million factored in. The indicator improves in the longer term due to repayments of borrowings and the recurrent efficiencies that will be achieved from the Future Ready Frankston Program.



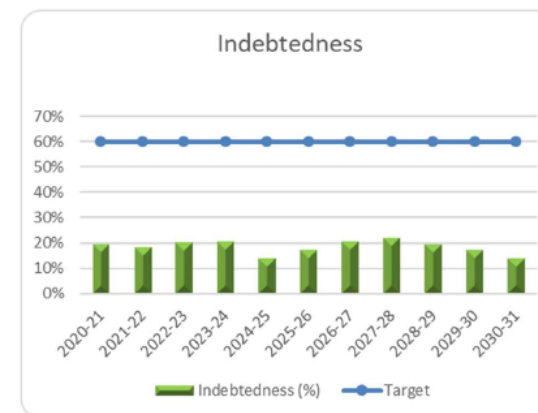
This measures Council's ability to pay existing liabilities in the next 12 months using cash reserves that are not restricted like trust funds and statutory reserves. Basically it assesses the ability that Council has to pay its bills on time without utilising cash that are held to fund specific activities. Other Financial assets which include term deposits over 90 days are not considered as unrestricted cash in this indicator. Again although, the ratio is above the target over ten years, it is trending downwards in the medium term and improves in the longer term similar to the working capital ratio.



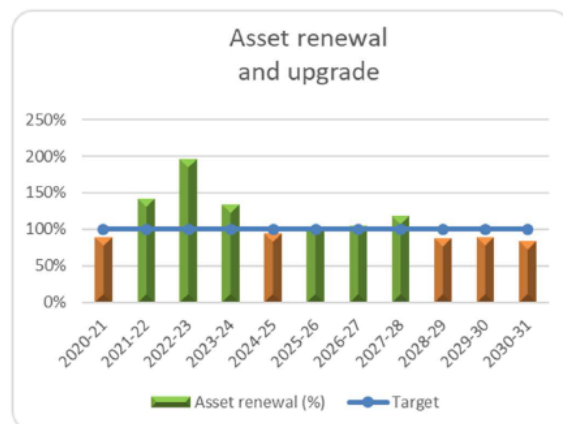
This measures Council's ability to pay its interest bearing loan obligations with the rate revenue it generates. Council is well below the target KPI of 60 per cent for this indicator and has the ability to borrow to fund major capital works projects in the future.



This measures Council's ability to pay its debt obligations with the rate revenue it generates. Council is well below the target KPI of 10 per cent for this indicator (except in 2025-26) which means that Councils can pay its loan repayments and interest from rates instead of looking at alternative funding streams. The one off expenditure in 2025-26 is the repayment of the low interest bearing loan of \$15 million that Council obtained from the Local Government funding vehicle. Money to pay off this loan has been transferred to a reserve each year, and the debt will be redeemed from the reserve instead of general cash reserves. Please refer to the Reserves Strategy section for more information.



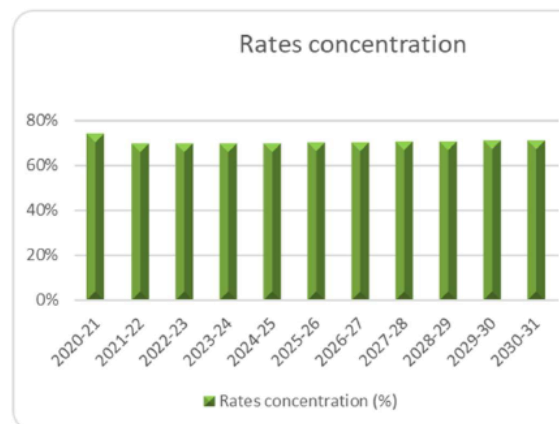
This measures Council's ability to pay its long term obligations with the revenue it generates internally (i.e. excludes external grants and contributions). Council is well below the target KPI of 60 per cent and the level of long term obligations can easily be met without relying on external funding sources to repay its debt commitments.



This measures the renewal and upgrade expenditure that Council incurs on its existing asset base compared to depreciation expense. This assesses whether Council's assets are being renewed or upgraded as planned and compares the rate of spending on existing assets through renewing, restoring, replacing or upgrading existing assets with depreciation expense.

A measure above 100 per cent indicates that there is less risk of insufficient spending on Council's existing asset base. Council's spending on renewal is based on its asset renewal and asset management strategy. Council maintains a healthy ratio in most of the years with the measure dipping slightly in a few years of the Financial Plan.

Council has focussed on bringing down its asset renewal backlog with consistent expenditure incurred on renewal over the years. The backlog has been reduced to a manageable level of approximately \$8.8 million by the end of 2020 and plans to reduce the gap further over the life of the Financial Plan.



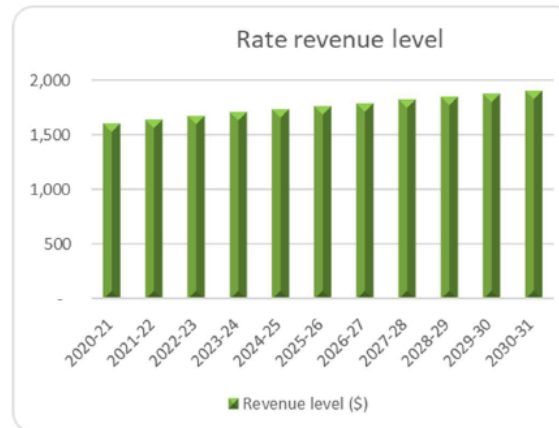
This indicator assesses whether Council can generate revenue from a range of sources, excluding grants and contributions received for capital works to fund services and activities. A low percentage indicates that Council is not entirely reliant on rate income to fund services. This indicator is fairly stable over the ten years averaging around 70 per cent which is not too dissimilar to other metropolitan Councils providing similar services and receiving lower grant funding from State and Federal Governments.



This indicator assesses whether Councils set rates at an appropriate level. A lower ratio indicates a reduced burden to the community. This indicator is fairly stable over the life of the Financial Plan with Council estimating that future rate caps will be limited to 2 per cent and that Council will deliver existing services by meeting the rate cap.



This indicator assesses whether resources are being used efficiently to deliver services. Council's performance of this indicator over the ten years is fairly static. Council is committed to targeting service delivery based on the needs of the community and is confident that the Future Ready Frankston program and the newly developed service delivery methodology will bring in more efficiencies in the future.



This indicator assesses whether resources are being used efficiently to deliver services. Council's estimated rate revenue increase is tied to the rate cap which is estimated at 2 per cent over the life of the plan. Council is committed to keeping rates as low as possible whilst continuing to deliver high quality services that are valued by the community.

Victorian Auditor General Office indicators

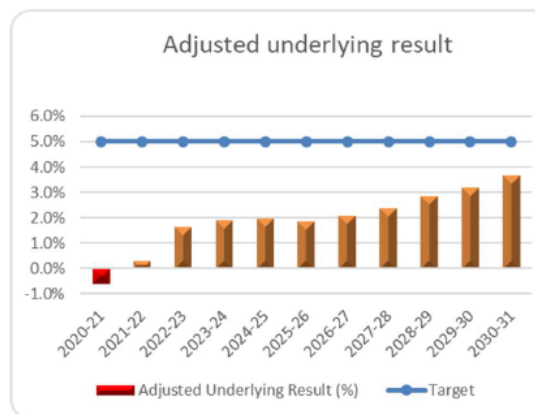
Indicator	Measure	Actual										
		2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31
Net Result Margin (%)	Net result / Total revenue	4.7%	9.3%	10.4%	8.4%	8.2%	8.0%	8.1%	7.8%	3.8%	3.9%	4.1%
Adjusted underlying result (%)	Adjusted underlying surplus (deficit) / Adjusted underlying revenue	(0.6%)	0.3%	1.6%	1.9%	2.0%	1.9%	2.1%	2.4%	2.9%	3.2%	3.7%
Liquidity (ratio)	Current assets / Current liabilities	2.2	2.5	2.0	1.9	1.4	1.6	1.7	1.7	1.8	1.8	1.9
Internal financing (%)	Net operating cash flow / Net capital expenditure	119.9%	58.7%	72.2%	95.9%	100.5%	95.8%	92.8%	99.1%	123.7%	121.4%	131.1%
Indebtedness (%)	Non-current liabilities / Own-sourced revenue	19.0%	17.9%	20.1%	20.5%	13.8%	17.1%	20.4%	22.0%	19.4%	17.1%	13.8%
Capital replacement (ratio)	Cash outflows for the addition of new infrastructure, property, plant and equipment / Depreciation	1.5	2.1	2.4	1.7	1.5	1.6	1.6	1.5	1.0	1.0	0.9
Renewal gap (ratio)	Renewal and upgrade expenditure / Depreciation	0.9	1.3	2.0	1.3	0.9	1.0	1.0	1.2	0.9	0.9	0.8
Overall assessment		Long term financial sustainability - Low risk										

Guide to risk of not achieving financial sustainability:

- Low Risk
- Medium Risk
- High Risk



This is a basic measure that a positive result indicates a surplus, and the larger the percentage the stronger the result. A negative result indicates that insufficient revenue is generated to fund operations and asset renewal. Council has budgeted to have surpluses in all ten years of the Financial Plan and is well above the 0 per cent that VAGO uses as a low risk assessment.

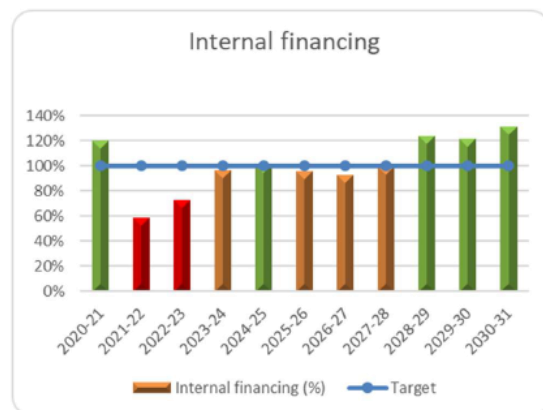


This measures Council's ability to generate a surplus in the ordinary course of business and similar to the LGPRF indicator on adjusted underlying surplus, excludes non-recurrent capital grants, non-monetary asset contributions, and other contributions to fund capital expenditure from the net result.

Council is of the opinion that the result of 5 per cent that VAGO uses as an indication of a low risk assessment is too high. In a rate capping environment, where Council does not have much control over rate increases and is committed to keeping fees for Council controlled events and services as low as possible to reduce burden to the community whilst, continuing to deliver existing services. . The negative result in 2020-21 of the plan is due to the financial impact of Covid-19 and the investment in the Future Ready Frankston Program, where benefits will flow through in later years. This indicator improves with the cost efficiencies that Council has projected in the future years.



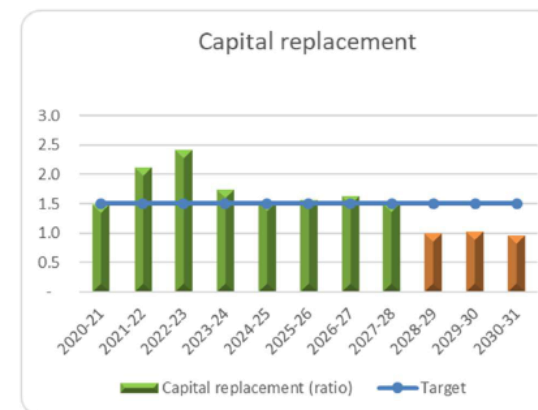
This indicator measures Council's ability to pay existing liabilities in the next 12 months. A ratio greater than one means that there are more cash and liquid assets than short-term liabilities. Although Council's liquidity ratio is above the target over the next ten years, , it trends downwards in the medium term of the Financial Plan due to the additional borrowings of \$60.8 million factored in. The indicator improves in the longer term due to repayments of borrowings and the recurrent efficiencies that will be achieved from the Future Ready Frankston Program.



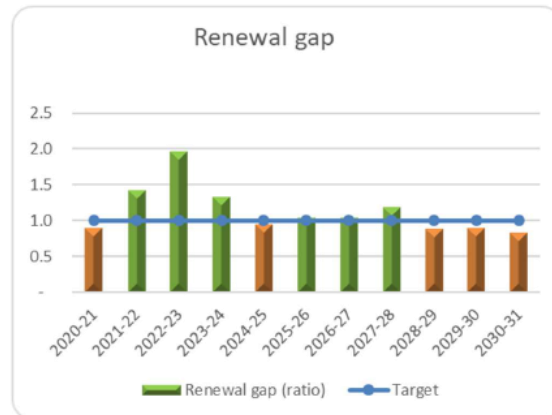
This measures the ability of Council to finance capital works from generated cash flow. The higher the percentage the greater the ability for Council to finance capital works from their funds. Council's performance on this indicator is below the target set by VAGO of 100 per cent in some of the years, as Council uses borrowings as a source of funding to fund major capital works projects. Council's borrowings are at healthy levels and has capacity to borrow more. Council will continue to advocate to the State and Federal Governments to fund some of the major projects that borrowings have been factored into as a funding source so that Council does not need to borrow to deliver these projects.



This measures a Council's ability to pay the principle and interest of borrowings and other long term debt commitments, as and when they fall due, from the funds it generates. The lower the ratio the less revenue that Council is required to use to repay its long term obligations. This indicator is calculated the same as the LGPRF indebtedness indicator and Council's performance is at healthy levels throughout the life of the Financial Plan.



This measure compares the rate of spending on new infrastructure, property, plant and equipment with depreciation. Ratios higher than 1 indicates that spending is faster than the depreciation rate. Council's spending on capital works is in line with projected depreciation with the indicator dipping slightly in the final three years of the Financial Plan.



This compares the rate of spending on existing assets through renewing, restoring, and replacing existing assets with depreciation. Council maintains a healthy ratio in most of the years with the measure dipping slightly in a few years of the Financial Plan.

APPENDIX

Assumptions to the Financial Plan statements

This section presents information regarding the assumptions to the Comprehensive Income Statement for the 10 years from 2021-22 to 2030-31. The assumptions comprise the annual escalations / movement for each line item of the Comprehensive Income Statement.

Following each statement are notes of the assumptions specifically applied to produce the long-term outlook. The notes are referenced in the financial statements. A commentary is also provided on the information relayed by the statements and what they mean for Frankston City Council.

In a more global sense however, it is worthwhile detailing the approach to the modelling process as broad percentages have not been universally applied. Certain accounts were coded for manual adjustment rather than broad percentage increases (e.g. non recurrent grant income, contributions and election income). It is therefore not possible to simply multiply the previous year's base by a percentage and achieve the same outcomes as presented.

The table below highlights the broader parameters used in the calculation of this Financial Plan. These parameters are discussed in more detail below:

Escalation Factors % movement	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31
CPI	1.50%	1.75%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Growth	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%
Rate Revenue Cap	1.50%	1.75%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Fees and Charges - Statutory	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Fees and Charges - Council	2.75%	2.75%	2.75%	2.75%	2.75%	2.75%	2.75%	2.75%	2.75%	2.75%
Grants - Operating	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%
Grants - Capital	Based on committed funding									
Contributions - monetary	Based on committed funding									
Contributions - non-monetary	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Other Income	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Employee costs	3.50%	3.50%	3.00%	3.00%	3.00%	2.50%	2.50%	2.50%	2.50%	2.50%
Materials and Services - General	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Gas	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%
Water	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%
Electricity	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%
Insurance	3.80%	3.80%	3.80%	3.80%	3.80%	3.80%	3.80%	3.80%	3.80%	3.80%
Depreciation and Amortisation	Based on level of capital expenditure									
Other expenses	2.75%	2.75%	2.75%	2.75%	2.75%	2.75%	2.75%	2.75%	2.75%	2.75%

Rates and charges and growth

Base rate revenue will increase by 1.5 per cent for the 2021-22 year, based on the state government rate cap, and with estimated annual increase of 1.75 per cent based on State Government estimate of CPI for 2022-23 and 2 per cent per annum for the ensuing years thereafter of the Financial Plan. In addition, it is expected that over the life of the plan, a further increase of 1 per cent per annum will be received for growth (additional properties) as a result of supplementary rates.

Council's general waste charges have increased by 5.6 per cent compared to 2020-21, due to the increased service cost resulting from the pressures impacting the recycling industry. The industry continues to be challenged by the contamination standards required by the international markets using recycled products. Recycling processors have progressed with installing infrastructure with funding from the increased recycling charges to lower the contamination and improve the quality of recycled products for reuse.

Council has allowed for a blanket hard waste collection for the term of the Financial Plan and will retain an "at call" service for the convenience of residents and ratepayers. The Frankston Regional Resource and Recycling Centre provides residents with an "all year round" facility for the disposal of hard and other waste.

The costs of green waste services have not increased compared to 2020-21. Future years' waste charges are estimated to increase in line with cost escalations of 2.5 per cent to ensure Council continues to recover the full costs of providing waste services.

For further information please refer to Council's adopted 2021-2025 Revenue and Rating Plan.

Statutory fees and fines

Victorian Government statutory fees are set by legislation and are frequently not indexed on an annual basis. An estimated increase of 2.00 per cent has been allowed for statutory fee income.

User fees

Council has reviewed fees in detail to determine accepted pricing principles and set levels that fully recover the cost of providing the service, unless the overriding policy is in favour of subsidisation. In addition, considerations of community factors are required such as encouraging use of a service and ability to pay. Therefore fees have been adjusted based on this methodology rather than a blanket increase.

Council will continue to seek opportunities to maximise revenue from fees and charges through a thorough review across the organisation to ensure that 'Best Value' principles including service cost and quality standards, value for money are balanced with the affordability and accessibility of these services.

Grants

Council currently receives grants for tied (specific purpose grants) and un-tied Financial Assistance grant funding received via the Victorian Local Government Grants Commission (VLGGC). Operational Grants and subsidies have been budgeted with a conservative economic outlook at 1 per cent. This low increase in grant revenue is to manage cost-shifting that is likely to occur on an annual basis with grants seldom increasing at an equivalent rate to the cost of providing the subsidised services.

Capital grants have been forecast in conjunction with the estimates provided on specific capital projects. Currently there is only one type of capital grant that Council is able to forecast with some certainty over the life of the Financial Plan. That grant is from the Commonwealth Government under the Roads to Recovery Program towards local roads. The current Roads to Recovery Program commenced on 1 July 2019 and ends on 30 June 2024. Certain conditions must be followed and annual reports must be submitted. It is assumed that the program will continue over the life of the Financial Plan.

Contributions

Council receives monetary contributions mainly from developers. These contributions represent funds to enable council to provide the necessary infrastructure and infrastructure improvements to accommodate

development growth. The contributions are for specific purposes and often require Council to outlay funds for infrastructure works often before receipt of this income source. Contributions received from developers are statutory contributions and are transferred to a restricted reserve until utilised for a specific purpose through the capital works program or delivered as works in kind by developers. Council also receives minor contributions from various sporting clubs towards various projects in the capital works program.

Other income

Interest on investments comprises of interest earned from cash invested with financial institutions, interest charge to ratepayers for rates in arrears and interest received on special charge income.

Also included under this heading is income received from recoveries of infringements (formerly Perin Court) costs (relating to parking infringements) and recoveries from State Revenue Office of valuation costs.

Employee costs

Enterprise Bargaining Agreement No.9 (EBA9) will expire on 1 July 2023. This Financial Plan has been developed based on subsequent increases being linked to the rate cap and a further 0.50 per cent to account for banding increments. Superannuation guarantee charge increases were announced as part of the 2014 Federal Budget and this Financial Plan assumes that superannuation will increase progressively from 9.5 per cent in 2019-2020 to 12.0 per cent by 2025-26.

The cost of provision of Council services is very heavily based on labour costs which account for approximately 45 per cent of total operational spending.

Materials and services

Material costs include items required for the maintenance and repairs of Council buildings, roads, drains and footpaths which are more governed by market forces based on availability than CPI. Other associated costs included under this category are utilities, materials for the supply of meals on wheels and consumable items for a range of services.

Council also utilises external expertise on a range of matters, including legal services and audit.

Council has significant ongoing contracts for delivery of services such as waste management and maintenance of parks and gardens. Council also engages contractors for building maintenance and general valuations. All these contracts are negotiated at near CPI levels as far as possible.

General materials and services excluding utility costs are expected to increase by 2 per cent in line with CPI.

Outside of the broad parameters, there have been a number of manually assessed items in this area, including election expenses, valuation contract amounts, insurance costs and waste costs.

Electricity and Gas market expectations indicate a stable increase of 5 per cent over the term of the Financial Plan. These costs will be closely monitored.

Water costs have stabilised compared to previous years and have been estimated to increase by 5.00 per cent over the term of this Financial Plan. These costs will be closely monitored.

Bad and doubtful debts

Bad and doubtful debts are expected to increase marginally over the life of the Financial Plan and primarily relates to parking fines forwarded to the Infringement Court (formerly Perin Court) for collection and a consequent reduction in collection rates. Council has improved its debt management processes to ensure that collection is timely.

Depreciation and amortisation

Depreciation estimates have been based on the projected capital spending contained within this Financial Plan and projected depreciation of existing assets.

Borrowing costs

Borrowing costs comprise the interest expense to service Council's loan portfolio. Details on borrowings are covered in greater detail on the section on Borrowing Strategy.

Other expenses

Other expenses include administration costs such as Councillor allowances, election costs, sponsorships, partnerships, community grants, lease expenditure, fire services property levy, audit costs and other costs associated with the day to day running of Council.

Definitions

Act	Local Government Act 2020
Accounting Standards	Australian accounting standards are set by the Australian Accounting Standards Board (AASB) and have the force of law for Corporations law entities under S 296 of the Corporations Act 2001. They must also be applied to all other general purpose financial reports of reporting entities in the public and private sectors.
Advocacy	Work done by Council on behalf of community to access and secure government funding – State and Federal – to deliver infrastructure, facilities and services that are beyond Council's responsibility to fund.
Annual report	Report prepared by Council under sections 98-100 of the Act. The annual report to the community contains a report of operations and audited financial and performance statements.
Asset expansion expenditure	Expenditure that extends the capacity of an existing asset to provide benefits to new users at the same standard as is provided to beneficiaries.
Asset renewal expenditure	Expenditure on an existing asset or on replacing an existing asset that returns the service capability of the asset to its original capability.
Asset upgrade expenditure	Expenditure that: <ul style="list-style-type: none"> (a) enhances an existing asset to provide a higher level of service; or (b) Increases the life of the asset beyond its original life.
Balance sheet	Shows the expected net current asset, net non-current asset and net asset positions in the forthcoming year compared to the forecast actual in the current year. The balance sheet should be prepared in accordance with the requirements of AASB101 Presentation of Financial Statements and the Local Government Model Financial Report.

Borrowing strategy	The process by which the Council's current external funding requirements can be identified, managed and future requirements monitored.
Budget	Plan under Section 94 of the Act setting out the services and initiatives to be funded for the financial year and how they will contribute to achieving the strategic objectives specified in the Council Plan.
Business Continuity Plans	Outlines procedures and instructions Council must follow in the face of disaster, whether fire, flood or cyberattack, so Council can continue to function with as little disruption as possible.
Capital expenditure	Capital expenditure is relatively large (material) expenditure that produces economic benefits expected to last for more than 12 months. A pre-determined 'threshold' may be used which indicates the level of expenditure deemed to be material in accordance with Council's policy. Capital expenditure includes renewal, expansion and upgrade. Where capital projects involve a combination of renewal, expansion and upgrade expenditures, the total project cost needs to be allocated accordingly.
Capital Improved Value (CIV)	The value of the land plus buildings on it and any other substantial improvements made to the property.
Capital works program	Regulation 10 requires that the budget contains a detailed list of capital works expenditure and sets out how that information is to be disclosed by reference to asset categories, asset expenditure type and funding sources.
Carry forward capital works	Carry forward capital works are those that are incomplete in the current budget year and will be completed in the following budget year.
Community Engagement	Seeking feedback from the local community on decisions that interests and / or impacts them

Comprehensive income statement	Shows the expected operating result in the forthcoming years and should be prepared in accordance with the requirements of AASB101 Presentation of Financial Statements and the Local Government Model Financial Report.	Financial sustainability	The financial statements must be in the form set out in the Local Government Model Financial Plan. Ability to serve community by achieving Council's vision and strategic objectives and maintain resources over time.
Council Plan	A plan setting out the medium-term strategic objectives, strategies, strategic indicators and aspirations of the community in the next four years and prepared in accordance with Section 90 of the Act.	Financing activities	Those activities which relate to changing the size and composition of the financial structure of the entity, including equity and borrowings not falling within the definition of cash.
Deliberative Community Engagement	An approach which encourages community members to critically test, weigh up and consider a range of information, perspectives, inputs and evidence to reach a consensus or make recommendations to Council.	Internal influences in the preparation of the budget	Matters arising from Council actions over which there is some element of control (e.g. approval of unbudgeted capital expenditure).
Discretionary reserves	Discretionary reserves are funds earmarked by Council for various purposes.	Investing activities	Those activities which relate to acquisition and disposal of non-current assets, including property, plant and equipment and other productive assets, and investments not falling within the definition of cash.
Enterprise Bargaining Agreement	A form of collective bargaining, in which wages and working conditions are negotiated between Council and the employee trade union acting on behalf of employees. Once established, they are legally binding on employers and employees that are covered by the Enterprise bargaining agreement.	Key assumptions	When preparing a balance sheet of financial position, key assumptions upon which the statement has been based should be disclosed in the budget to assist the reader when comparing movements in assets, liabilities and equity between budget years.
External influences in the preparation of a budget	Matters arising from third party actions over which Council has little or no control e.g. Change in legislation.	Legislative framework	The Act, Regulations and other laws and statutes which set a Council's governance, planning and reporting requirements.
Financial risk	Potential for finance loss from transactions and uncertainty about its extent	Local Government (Planning and Reporting) Regulations 2020	Regulations, made under S.325 of the Local Government Act 2020. prescribe: (a) The content and preparation of the financial statements of a Council (b) the performance indicators and measures to be included in the budget, revised budget and annual report of a Council (c) The information to be included in a Financial Plan, budget, revised budget and annual report (d) Other matters required to be prescribed under Part 4 of the Act.
Financial Statements	Sections 91 of the Act and Section 5 of the Local Government (Planning and Reporting) Regulations 2020, require the following statements to be included in the Financial Plan. These statements are jointly referred to as financial statements - Comprehensive Income Statement - Balance Sheet - Statement of Changes in Equity - Statement of Cash Flows - Statement of Capital Works		

Local Government Performance Reporting Framework (LGPRF)	<p>This is a mandatory system of performance reporting for all Victorian councils. It ensures that councils are measuring and reporting on their performance in a consistent way to promote transparency and accountability in the local government sector.</p> <p>The framework is made up of a range of measures, including roads, planning, animal management and waste. It is complemented by a Governance and Management checklist of 24 items, which shows the policies, plans and procedures in place at each council. Together, they build a comprehensive picture of council performance which can be viewed on the Know Your Council website.</p>
Local Government Community Satisfaction survey	<p>This is a state-wide telephone survey which collects direct feedback from the community about councils.</p> <p>It covers:</p> <ul style="list-style-type: none"> •council's overall performance •community consultation and engagement •customer service •overall council direction <p>The survey is conducted by the Department of Jobs, Precincts and Regions on behalf of participating councils. A minimum of 400 local residents and ratepayers in each municipality over 18 years of age are selected at random.</p>
Local Government Model Financial Report	Local Government Model Financial Report published by Local Government Victoria which Councils are required to follow in preparing their financial statements.
Long Term Infrastructure Plan	A report covering a detailed list of capital works expenditure planned to be delivered over 10 years. This is not a mandatory requirement, but, Council publishes this information along with the Financial Plan.
New asset expenditure	Expenditure that creates a new asset that provides a service that does not currently exist.
Non-financial resources	Means the resources other than financial resources required to deliver the services and initiatives in the budget.

Non-recurrent grants	Means a grant obtained on the condition that it be expended in a specified manner and is not expected to be received again during the period covered by a Council's Strategic Resource Plan.
Operating activities	Operating activities means those activities that relate to the provision of goods and services.
Operating expenditure	Operating expenditure is defined as consumptions or losses of future economic benefits, in the form of reductions in assets or increases in liabilities; and that result in a decrease in equity during the reporting period.
Operating performance	This statement shows the expected operating result as compared to the budget result in the current year separating operating and capital components of revenue and expenditure.
Operating revenue	Operating revenue is defined as inflows or other enhancements or savings in outflows of future economic benefits in the form of increases in assets or reductions in liabilities and that result in an increase in equity during the reporting period.
Own-source revenue	Revenue that Council generates internally and excludes external sources of income like Government grants and contributions.
Rating strategy	A rating strategy is the process by which the Council's rate structure is established and how the total income generated through rates and charges is allocated across properties in the municipality. Decisions regarding the quantum or rate levels and increases from year to year are made as part of Council's long term financial planning processes and with consideration of Council's other sources of income and the planned expenditure on services and works to be undertaken for its community.
Recurrent grant	A grant from Government that is expected to be received on a continuing basis
Regulations	Local Government (Planning and Reporting) Regulations 2020
Restricted cash	Cash and cash equivalents, within the meaning of Australian Accounting Standards, that are not available for use other than a purpose for which it is restricted, and includes cash to be used to fund capital works expenditure from the previous financial year and trust funds and bonds that are held.

Revenue and Rating Plan	<p>A Plan that determines the most appropriate and affordable revenue and rating approach for Council which in conjunction with other income sources will adequately finance the objectives in the council plan.</p> <p>Strategies outlined in this plan align with the objectives contained in the Council Plan and feed into the budget and the Financial Plan, as well as other strategic planning documents under Council's strategic planning framework.</p>	Workforce plans	<p>A plan developed and maintained by the Chief Executive Officer of a Council under section 46(4)(a) of the Act that:</p> <p>(i) describes the organisational structure of the Council;</p> <p>(ii) specifies the projected staffing requirements for a period of at least 4 years; and</p> <p>(iii) sets out measures to seek to ensure gender equality, diversity and inclusiveness.</p>
Statement of capital works	The statement of capital works shows the expected internal and external funding for capital works expenditure and the total proposed capital works expenditure for the forthcoming years. The statement of capital works should be prepared in accordance with the Local Government (Planning and Reporting) Regulations 2020 and the Local Government Model Financial Plan.		
Statement of cash flows	The statement of cash flows shows the expected net cash inflows and outflows in the forthcoming year in the form of a reconciliation between the opening and closing balances of total cash and investments for the year. The cash flow statement should be prepared in accordance with the requirements of AASB 107 Statement of Cash Flows and the Local Government Model Financial Report.		
Statement of changes in equity	The statement of changes in equity shows the expected movement in accumulated surplus and reserves for the years. The statement of changes in equity should be prepared in accordance with the requirements of AASB 101 Presentation of Financial Statements and the Local Government Model Financial Report.		
Statement of Human Resources	A statement which shows all Council staff expenditure and the number of full time equivalent Council staff.		
Statutory reserves	Statutory reserves are funds set aside for specified statutory purposes in accordance with various legislative requirements. These reserves are not available for other purposes.		
Strategic risk	Risks that arise from fundamental decisions that Council takes on long term objectives		
Unrestricted cash	All cash and cash equivalents other than restricted cash.		



Our cover displays street art that was created for The Big Picture Fest Frankston 2020. For more information or to take a street art walking tour of Frankston please visit thebigpicturefest.com.au

This art can be found at Stiebel Place, Frankston.

Artist PichiAvo (Juan Antonio Sánchez Santos and Álvaro Hernández Santaaulalia)

@pichiavo

PichiAvo is Juan Antonio Sánchez Santos (Pichi, b. 1977) and Álvaro Hernández Santaaulalia (Avo, b.1985), a duo of street artists from Valencia (Spain).

Recognised for their skill at creating connections between painting and sculpture in urban settings, they adopt a thoroughly innovative approach in their artistic fusions. A balanced combination of classical art and the most contemporary urban art can be identified in their work. From the outset PichiAvo shunned artistic individuality, joining forces to create an absolutely unique body of work using a conceptually urban idiom, both in the street and in the studio.

They trained in Fine Art and in Design and met on the graffiti art scene in Valencia, forming the PichiAvo duo in 2007. From that moment they worked on developing joint projects, pursuing an unrelenting search for a style of their own. To achieve this they went through various stages as painters, focusing initially on skill and technique until they reached the point of needing to express themselves through what most defines them today: graffiti and classical art. They work both outside and inside the studio, in painting, sculpture and installation, embracing a wide and versatile range of material and painterly approaches.

In 2015 PichiAvo produced their first large mural in the North West Walls Festival in Belgium, having been invited by fellow artist Arne Quinze. This work launched their international career. From then on,

they have carried out projects at some of the leading venues in international urban art, such as Wynwood Walls (2015) and the Hard Rock Stadium (2016), both in Miami, and the Houston Bowery Wall in New York (2017), where theirs was the first painting intervention by European artists. In 2019 they created a monumental 26m high sculpture for the Fallas Festival in Valencia and held their first major exhibition in a public art centre. In April 2019 they executed the second largest mural in the world in the city of Porto, in collaboration with the celebrated Portuguese artist Vhils.

PichiAvo's career has attained artistic recognition and popularity on an international scale, establishing them among the most prominent street artists on the current urban art scene.

Photography by Steve Brown

How to contact us

Online:

frankston.vic.gov.au

In person:

30 Davey Street
Frankston VIC 3199
Australia

Telephone:

1300 322 322
+61 3 9784 1094
Business hours, Monday to Friday
(Public holidays excluded)

Fax:

+61 3 9784 1094

In writing:

Frankston City Council
PO Box 490
Frankston VIC 3199



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impairment you can contact the Council using the National
Relay Service.

Teletypewriter (TTY) 133 677
Voice Relay 1300 555 727
SMS Relay 0423 677 767

Executive Summary**12.7 Local Shopping Strip Action Plan**

Enquiries: (Suzane Becker: 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

To present to Council the Frankston Local Shopping Strip Action Plan for adoption.

Recommendation (Director Communities)

That Council:

1. Notes that two (2) rounds of consultation have been undertaken to inform the development of the Local Shopping Strips Action Plan;
2. Notes that the Draft Frankston Local Shopping Strip Action Plan was publicly exhibited for a period of 12 weeks from 26 October 2020 to 24 January 2021 with seven (7) written submissions received;
3. Notes that all submissions have been considered and, where appropriate, changes have been incorporated into the Local Shopping Strips Action Plan;
4. Notes Council has allocated an annual rolling program of \$300,000 for major upgrades and between \$25,000 and \$70,000 to enable the implementation of the Local Shopping Strip Action Plan as part of Council's annual budget process and that funding and grant opportunities will also be pursued; and
5. Adopts the Frankston Local Shopping Strip Action Plan, noting officers will advise the submitters of its decision accordingly.

Key Points / Issues

- At its meeting on 21 September 2020, Council resolved:
'That Council:
 1. *Notes the Draft Frankston Local Shopping Strip Action Plan;*
 2. *Endorses the Community Engagement Plan;*
 3. *Endorses the Draft Frankston Local Shopping Strip Action Plan to be publicly exhibited for a period of six (6) weeks commencing Monday 26 October 2020, after the Election Period;*
 4. *Seeks a report back no later than January 2021, to adopt the Frankston Local Shopping Strip Action Plan, taking into account any submissions received; and*
 5. *Notes that the report back is subject to any potential delays and impacts associated with Council's response to the COVID-19 pandemic; and*
 6. *That upgrades and/or refurbishment of Railway Parade, Seaford and Long Street Langwarrin shopping strips be prioritised as part of the community consultation to enable referrals of priorities to next year's capital works program.'*

12.7 Local Shopping Strip Action Plan**Executive Summary**

This report addresses Council's resolution as identified above.

- The report back to Council was delayed by the Council elections and subsequent induction process ensuring all councillors were fully briefed. Councillors were briefed on the Draft Plan, the project status and work to date Saturday 30 January 2021. Further delays were experienced due to COVID 19 impacts.
- The Draft Frankston Local Shopping Strip Action Plan 2020 (the Plan) was publicly exhibited for a period of 12 weeks to Sunday 24 January 2021. Seven (7) written submissions were received in response to the exhibition.
- Officers have prepared responses to the submissions received (refer Attachment A).
- Amendments have been made to the draft Plan to reflect stakeholder feedback and to correct inconsistencies and errors within the document (refer Attachments B and C).
- The Plan provides guidance for the future design, development and management of Frankston City's local shopping strips in collaboration with Council officers across relevant departments.
- The Plan informs a rolling program of local shopping strip streetscape improvements and ensure that future upgrades are 'fit for purpose' and meet community and Council aspirations for the next 10 years.
- The rolling program will allow for projects to be designed in Year 1 and delivered in Year 2 in recognition of local shopping strip improvements requiring longer than one year to plan, engage with community, design, procure and deliver. The current program for 2020/21 includes the delivery of Excelsior Drive, Frankston North local shopping strip and the design of the Railway Parade local shopping strip in Seaford as a priority project identified through the Action Plan.
- Having considered internal and external stakeholder feedback of the draft document, the Frankston Local Shopping Strip Action Plan 2020 (the Plan) is now presented to Council for adoption (refer Attachment B and C).

Financial Impact

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

The Plan provides a framework to guide activities and improvements over a 10 to 15 year period. Council has allocated a rolling program of \$300,000 for major upgrades and between \$25,000 and \$70,000 for minor improvements. At this funding level, there is sufficient budget allocation to deliver a rolling program of improvements.

Annual implementation plans will be developed for the strategic delivery of the Action Plan and any new works or programs will only proceed once funding has been allocated and/or obtained by Council or other sources e.g. grants. Such budget allocations will be subject to Council's consideration of new capital expenditure through the annual budget process and grant or other opportunities.

The Action Plan will provide an advocacy tool for Council to build awareness, seek support and secure essential funding to deliver the improvements to benefit the Carrum Downs community.

12.7 Local Shopping Strip Action Plan**Executive Summary****Consultation****1. External Stakeholders**

In April/May of 2020, the project team prepared a survey seeking feedback from the Frankston community about how they use their local shopping strip and what improvements they would like to see. A total of 39 responses were received from the community. The results are included in the Plan and have been used to inform the development of the project.

The Draft Plan was publicly exhibited for a period of 12 weeks to Sunday 24 January 2021. Seven (7) written submissions were received in response to the exhibition (refer Attachment A for officers response to submissions).

2. Other Stakeholders

Internal feedback has been sought from relevant Council departments throughout the development of the Plan and during the public exhibition.

Officers briefed Councillors on the project at its briefing on Saturday 30 January 2021.

Analysis (Environmental / Economic / Social Implications)

The Plan will contribute to the transformation of Frankston's local shopping strips into safer, more accessible and attractive places of business and activity. The positive environmental, economic and social implications that will flow from these improvements are numerous and are important to the long term performance and economic viability of our City. An increase in investment and employment is likely to be realised from this project.

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 or statutory obligations associated with this report.

Policy Impacts

The Frankston Local Shopping Strip Urban Design Plan contributes to the Council Plan's long-term community outcomes for a planned, liveable and well-managed City.

Officer's Declaration of Interests

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

Risk Mitigation

Risks associated with the Plan have been identified considering potential future impacts on businesses operating at the local shopping strips. These risks will be managed through early community consultation and engagement of traders and community users of the local shopping strips.

Conclusion

The Frankston Local Shopping Strip Action Plan 2020 provides consistent guidance for the future design, development and management of the City's local shopping strips for

12.7 Local Shopping Strip Action Plan**Executive Summary**

the next 10 years. Contemporary best-practice design approaches combined with individual shopping strip site analysis, and stakeholder engagement have informed the preparation of sound principles, design guidelines and specifications for our local shopping strips. These have subsequently been used to inform an action plan for shopping strip projects across Frankston City. It is now considered appropriate that the Frankston Local Shopping Strip Action Plan 2020 be adopted by Council.

ATTACHMENTS

- Attachment A: [↓](#) Community Engagement Summary
- Attachment B: [⇒](#) Local Shopping Strip Action Plan - Final Draft (*Under Separate Cover*)
- Attachment C: [↓](#) Local Shopping Strip Action Plan Appendix Final Draft August 2021.pdf

<i>Date Received</i>	<i>Comments</i>	<i>Officer Response</i>
Wed 4/11/2020 10:40 AM	<p>Hi there,</p> <p>I just saw a Facebook comment from the Frankston Council page advising people to send feedback to this email address, and I do have something I wanted to share.</p> <p>I'm a local (31yr old female) who goes walking along the boardwalk regularly and I'm always thinking the same thing. The area behind the Frankston pier that occasionally hosts markets and events seems like an untapped opportunity to develop a more permanent outdoor entertainment/dining space. It's just the (very grim) Sofias there at the moment and seems like a space that would do so well to host coffee/burger vans, frozen yogurt places etc. with outdoor dining spots near the sea (in the vein of the popular Little Ollys over at the boat ramp). It'd be an excellent opportunity for local small businesses, and something that will make the pier area more popular and enjoyable for tourists and locals alike; especially when outdoor dining is likely to be a necessity for the foreseeable future.</p> <p>At the very least, a weekly market in that spot where people can buy fresh fruit and veg, cheese, wine, local vendor creations etc. would be very cool!</p> <p>Is there any reason something like this doesn't exist, and are you able to give me an indication if something of the sort would be on the cards?</p> <p>Warm regards,</p>	<p>The Plan focuses on the open space and public realm treatments for local shopping strips. Suggestions for improvement to the Frankston Foreshore area in the City Centre are therefore considered to be outside the scope of the Plan.</p>

Item 12.7 Attachment A: Community Engagement Summary

Wed 4/11/2020 8:28 PM	<p>I see no reason why you have not included Carrum downs in the list. We have plenty of potential, where an addition of a local shopping strip would thrive.</p> <p>Add an area in Carrum downs also. We are apart of Frankston</p>	<p>The Plan focuses on the open space and public realm treatments for existing local shopping strips maintained by Council. The Plan does not propose the provision of new shopping strips. The request for a local shopping strip in Carrum Downs (where no Council-managed shopping strips currently exist) is therefore considered to be outside the scope of the Plan.</p>
Thu 12/11/2020 11:27 AM	<p>A suggestion for Wells Street between Park Lane and Young Street: Close the section (same as when Market was on) Allow for more Restaurant outside dining</p>	<p>Forming one of the main shopping streets in Frankston City Centre, Wells Street is not classified as a local shopping strip. The suggestions to activate Wells Street in Frankston are therefore considered to be outside the scope of the Plan.</p>

Thu 12/11/2020 12:19 PM	<p>Hello,</p> <p>Firstly, the Seaford shopping strip is organically getting busier and is now having significant car parking issues. Customers will call and cancel their booking because they can't find parking, or are arriving late and causing delays to timing for subsequent bookings.</p> <p>Furthermore, with all the railway works from Chelsea to Aspendale, we are having more visitors travel to our shopping strip as they have difficulty parking in those areas under construction. As healthy as that is for our strip,</p> <p>Below are some ideas to throw in the basket</p> <ul style="list-style-type: none">•annual street festival in summer- using station street and land where the Sunday markets are held.•improved and extra shopping strip signage•decorative flags/banners on poles•Xmas decorations•signage to encourage parking at train station or seaford soccer club on weekends•local seaford business directory pamphlet <p>-letterbox drop. Businesses can offer specials or promos</p> <p>If I think of more I'll shoot them through.</p> <p>Kind Regards</p>	<p>The Plan considers the provision signage within local shopping strips and prioritises an action to develop a suite of Identification Signage for all local shopping strips.</p> <p>Other temporary, activation and promotional suggestions are considered to be outside the scope of the Plan.</p>
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<p>Fri 13/11/2020 11:54 AM</p>	<p>Hello,</p> <p>I've thought of something else that I think is quite important to consider, SECURITY.</p> <p>Of late there has been numerous incidents where youths predominantly from areas outside of Seaford and from Seaford have been visiting the beach, getting drunk and end up loitering in the streets. They end up getting into fights and brawls and one boy had a bottle smashed over his head at UNOU ice cream shop. They also scare other shoppers, children and beachgoers. Last night they smashed the front window of Little Guildfords. Police have had numerous call outs to address all these incidents and I'd advice to follow this up.</p> <p>Given we are coming into summer there is likely to be a higher record of these incidents. The safety of our local shoppers, children and staff is paramount. And now that there are more outdoor dining patrons, we need to assure they are safe and and have a pleasurable experience so they may return knowing it is safe to do so.</p> <p>Kind Regards</p>	<p>The Plan considers the provision of public infrastructure and built form outcomes which support the safety and amenity of the public realm including public lighting, passive surveillance, activation and vandal-resistant furniture and materials.</p>
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<p>Fri 15/01/2021 1:35 PM</p>	<p>Thank you for the above draft Action Plan. We would like to take this opportunity to provide suggestions as we feel the Belvedere Shopping Centre has largely been neglected from the plan. The area would greatly benefit from some love.</p> <p>1) Identity</p> <p>While it's long been a practical area for shopping and visiting essential services, we feel it needs to continue to move with the times.</p> <p>We would strongly disagree with the statement that "visual clutter is minimal". It is quite unsightly and in need of love, in particular at the rear section. This includes:</p> <ul style="list-style-type: none"> • Numerous potholes • Broken down curbs and concrete/brick work • Dead/dying vegetation • Poor drainage <p>We've lost count of the times people mention they wish a café would move into the area. Although of course council cannot provide a cafe, it is a clear opportunity that should be encouraged.</p> <p>2) Movement</p> <ul style="list-style-type: none"> • We welcome the plans made for providing a pedestrian crossing and further line markings • The road surface in the rear carpark will need refreshing in the near future as it has quite a few cracks and pot-holes. <p>3) Community</p> <p>You may also notice that the green area behind the rear carpark (At the intersection with Mountain View Crescent) is a key area for improvement. It is currently an area where people generally dump rubbish. It would greatly benefit from:</p> <ul style="list-style-type: none"> • Lighting • Outdoor seating 	<p>A number of suggestions are maintenance related (eg road conditions, vegetation die-off) which can be addressed immediately through maintenance requests.</p> <p>Other suggestions, such as those relating to the provision of a cafe and upgrade works to the rear reserve are considered to be outside the scope of the Plan which focuses on the open space and public realm treatments within the local shopping strips.</p> <p>Other comments relating to drainage, the provision of CCTV and additional greenery can be addressed during future upgrade works.</p>
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	<ul style="list-style-type: none">• A playground• Picnic facilities• Further greenery (also replace existing dangerous eucalyptus trees that drop limbs suddenly) <p>This would help attract locals to congregate and provide a better community environment.</p> <p>Also while the rear area has a CCTV, the front area could also benefit from CCTV</p> <p>4) Sustainability</p> <ul style="list-style-type: none">• There is quite limited greenery in the rear area. The greenery inside of the carpark largely detracts from the area, in particular a poorly maintained tree behind our premises.• An Electric Vehicle Point would be a viable opportunity to improve sustainability <p>Once again, we thank Frankston Council for involving us in this key improvement project..</p> <p>Yours faithfully</p>	
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Wed 20/01/2021 7:54 AM	<p>Hi there,</p> <p>First of all, what a fantastic job with the action plan for Frankston shopping strips. Well done.</p> <p>I'm not sure how helpful this is as it regards an area not really included in the plan. The Kananook creek boulevard. I felt the need to highlight this street at is is such a lovely walk, waterfront access, and isn't really used by shops much - unless you include the rear access to restaurants and staff car parks. It seems a shame that, other than a couple of restaurants and I think a dentist under the South East Water building, this whole waterfront is so under-used. The backs of buildings aren't great to look at.</p> <p>We walk this street for exercise regularly, and there are often others walking, riding bikes. For such a pretty area, that also looks across to a park, perhaps some pop up shops or markets, street vendors would benefit from use to to the area.</p> <p>Anyway thanks for taking the time to read my email.</p> <p>Sincerely</p>	<p>The Plan focuses on the open space and public realm treatments for local shopping strips. Suggestions for improvement to the Kananook Creek area in Frankston City Centre are therefore considered to be outside the scope of the Plan.</p>
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Appendix

01

1.1 Matrix

ASSESSMENT RATING	
	Poor
	Moderate
	Good

A matrix has been used to investigate the performance of the shopping strips against the guiding principles.

IDENTITY	
1	Does the street furniture, materials & landscape contribute to the local character and/or heritage of the place?
2	Does the urban form contribute to the local character and/or heritage of the place?
3	Does the shopping centre respond to the conditions of the surrounding area?
4	Is there clear identification signage?
5	Does the place appear to be well looked after (e.g. vandalism, rubbish)?
6	Is there unnecessary visual clutter (e.g. signage, powerlines, services)?
MOVEMENT	
7	Are pathways clear without barriers or obstructions?
8	Are pathways direct and catering the most desired routes?
9	Is there convenient access to public transport stops?
10	Is there opportunities to park close to activities?
11	Are there conflicts with vehicles and pedestrians?
12	How well has universal access been considered?
13	Are there any bicycle facilities, and are these appropriately located?
COMMUNITY	
14	Are there adequate places for people to sit and enjoy outdoor spaces?
15	Are there comfortable pause points along the street?
16	Are there trees providing sufficient shade and shelter?
17	Is there a sense of enclosure (e.g. building/trees)?
18	Is the architecture detailing of high quality?
19	Is there any feature paving?
20	Are there awnings or canopies to provide sufficient shade and shelter?
21	Do the activities from the buildings spill onto the street?
22	Does there appear to be sufficient lighting?
SUSTAINABILITY	
23	Is there any WSUD provided on site?
24	Are there adequate bed spaces?
25	Are the materials durable?
26	Is the landscaping indigenous or climate resistant?

[illegible]

Appendix

02

2.1 Masterplan 1999 Review

A review of the Neighborhood Shopping Centres Streetscape Masterplan 1999 has been undertaken against the existing conditions of each site. A summary of the key conditions for each shopping strip is outlined in the table below.

ID	Name	Assessment against existing conditions
1	South Gateway	<ul style="list-style-type: none"> Sufficient canopy trees Minimal seating Presence of identification signage <p>Note: Privately owned and omitted from revised plan</p>
2	Warrandyte Road	<ul style="list-style-type: none"> Sufficient canopy trees Minimal bike rails Presence of identification signage <p>Note: Privately owned and omitted from revised plan</p>
3	Long Street	<ul style="list-style-type: none"> Insufficient canopy trees Does not widen footpath for trees No identification signage
4	Railway Parade	<ul style="list-style-type: none"> Insufficient canopy trees Lacks street furniture (seatings, bins and bike rails) Powerlines not bundled No identification signage
5	Seaford Village	<ul style="list-style-type: none"> Insufficient canopy trees Sufficient street furniture (seatings, bins and bike rails) Presence of identification signage
6	Austin Road	<ul style="list-style-type: none"> Sufficient street furniture (seatings, bins and bike rails) Lacks pavement treatments Presence of identification signage

ID	Name	Assessment against existing conditions
7	Ashleigh Avenue	<ul style="list-style-type: none"> ▪ Sufficient canopy trees ▪ Sufficient street furniture (seatings, bins and bike rails) ▪ Presence of identification signage
8	Belvedere	<ul style="list-style-type: none"> ▪ Sufficient canopy trees ▪ Provision of a pedestrian crossing ▪ No identification signage
9	Heatherhill Road	<ul style="list-style-type: none"> ▪ Insufficient canopy trees ▪ Provision of a pedestrian crossing ▪ Sufficient street furniture (seatings, bins and bike rails) ▪ No site identification signage
10	The Mall	<ul style="list-style-type: none"> ▪ Insufficient canopy trees
11	Foot Street	<ul style="list-style-type: none"> ▪ Sufficient canopy trees ▪ Sufficient street furniture (seatings, bins and bike rails) ▪ No site identification signage
12	Norman Avenue	<ul style="list-style-type: none"> ▪ Sufficient canopy trees ▪ Sufficient street furniture (seatings, bins and bike rails) ▪ Pavement treatments
13	Sanders Road	<ul style="list-style-type: none"> ▪ Insufficient canopy trees ▪ Does not widen footpath for trees ▪ Sufficient street furniture (seatings, bins and bike rails) ▪ No site identification signage
14	Beach Street East	<ul style="list-style-type: none"> ▪ Insufficient canopy trees ▪ Sufficient street furniture (seatings, bins and bike rails) ▪ No site identification signage
15	Kareela Road	<ul style="list-style-type: none"> ▪ Sufficient canopy trees ▪ Sufficient street furniture (seatings, bins and bike rails) ▪ No site identification signage

ID	Name	Assessment against existing conditions
16	Excelsior Drive	<ul style="list-style-type: none"> ▪ Sufficient canopy trees ▪ Pavement treatments ▪ No site identification signage
17	Beach Street Central	<ul style="list-style-type: none"> ▪ Insufficient canopy trees ▪ Lacks street furniture (seatings, bins and bike rails) to the west ▪ Does not provide signage link between centres
18	Mahogany Avenue	<ul style="list-style-type: none"> ▪ Insufficient canopy trees ▪ Sufficient street furniture (seatings, bins and bike rails) ▪ No site identification signage
19	Beach Street West	<ul style="list-style-type: none"> ▪ Sufficient canopy trees ▪ Sufficient street furniture (seatings, bins and bike rails) ▪ No site identification signage
20	Fairway Street	<ul style="list-style-type: none"> ▪ Sufficient canopy trees ▪ Sufficient street furniture (seatings, bins and bike rails) ▪ No site identification signage
21	Lakewood Estate	<ul style="list-style-type: none"> ▪ Insufficient canopy trees ▪ Sufficient street furniture (seatings, bins and bike rails)
22	Towerhill	<ul style="list-style-type: none"> ▪ Insufficient canopy trees ▪ Lack of pavement treatments ▪ Insufficient street furniture (seatings, bins and bike rails) ▪ Site identification signage <p>Note: Privately owned and omitted from revised plan</p>



**FRANKSTON CITY
COUNCIL**

30 Davey Street
Frankston VIC3199
Australia

PO Box 490
Frankston VIC 3199

Phone 1300 322 322
+61 3 9784 1888
Fax +61 3 9784 1094

frankston.vic.gov.au

Seaford >> Frankston >> Langwarrin >> Karingal >> Skye >> Frankston South >> Frankston North >> Carrum Downs >>
Langwarrin South >> Sandhurst

Executive Summary**12.8 Sandfield Reserve Master Plan**

Enquiries: (Suzane Becker: Communities)

Council Plan

Community Outcome:	2. Liveable City
Strategy:	2.2 Vibrant and Engaged
Priority Action	2.2.5 Improve the presentation and cleanliness of Frankston City

Purpose

To present to Council the Sandfield Reserve Master Plan (Attachment A) for adoption.

Recommendation (Director Communities)

That Council:

1. Notes that two (2) rounds of consultation have been undertaken to inform the development of the Sandfield Reserve Master Plan;
2. Notes the Sandfield Reserve Master Plan was publicly exhibited for a period of six (6) weeks from Monday 26 April to Sunday 6 June 2021 with 86 survey responses and 13 written submissions received;
3. Notes that all submissions have been considered and, where appropriate, changes have been incorporated into the Sandfield Reserve Master Plan;
4. Notes that recommendations for the Sandfield Reserve Master Plan will be considered as part of Council's annual budget process and that funding and grant opportunities will also be pursued; and
5. Adopts the Sandfield Reserve Master Plan, noting the officers will notify submitters of its decision accordingly.

Key Points / Issues

- At its meeting on Monday 19 April 2021 Council resolved:

That Council:

1. *Notes the Draft Sandfield Reserve Landscape Masterplan;*
 2. *Endorses the Sandfield Reserve Community Engagement Plan;*
 3. *Endorses the Draft Sandfield Reserve Landscape Masterplan to be publicly exhibited for a period of six (6) weeks commencing Monday 26 April 2021 and notes a report will be presented to Council no later than August 2021 to adopt the Sandfield Reserve Landscape Masterplan, taking into account any submissions and feedback received; and*
 4. *Notes the progress of policy and planning work may be subject to any potential delays and impacts associated with the COVID-19 pandemic.'*
- The Master Plan is guided by the vision for the reserve as a safe, inclusive and welcoming space that offers a diversity of experiences to support the health and wellbeing of the community.
 - The Master Plan proposes improvements based on the following design principles:

12.8 Sandfield Reserve Master Plan**Executive Summary**

1. **Better Park Amenity** – a space with high levels of amenity for all to enjoy including seats, waste bins, fencing, lighting and signage.
 2. **A Safe and Welcoming Park** – a space that is designed in accordance with Crime Prevention through Environmental Design (CPTED) and place making principles such that it is accessible and welcoming to all of the community to encourage healthy social interaction and activation.
 3. **Diverse and Shared Experiences** – a space with enhanced opportunities for healthy activities (walking, cycling, play and outdoor exercise) to encourage healthy social interaction for all ages.
 4. **Connection to Nature** – new canopy tree planting and landscaping to provide shade to paths and social spaces that creates a cool, comfortable and attractive environment for use all year round.
- The improvements proposed in the Master Plan are developed from the four (4) key design principles outlined above and are prioritised based on community and stakeholder feedback.
 - An off leash dog park was recently constructed and officially opened within Sandfield Reserve. The State Government contributed \$87,000 towards the total project cost of \$204,000.
 - Since the Council resolution from April 2021, community consultation has been undertaken for 6 weeks and closed on Sunday 6 June 2021. A later pop up engagement session was held on Saturday 3 July 2021 in conjunction with the official opening of the Dog Off Leash Park at Sandfield Reserve. A total of over 100 responses were received with generally strong support for the draft Master Plan and the proposed improvements to the reserve (refer Attachment B).
 - Where appropriate, the community suggestions received have been incorporated within the Master Plan and will also be considered at various stages of the Master Plan implementation. Whilst the feedback received was largely supportive of the Master Plan, some submissions also raised concerns relating to traffic, litter, and antisocial behaviour. These issues have been considered by relevant Council departments and all are supportive of its progression.
 - The following items were included in the Master Plan as a result of the consultation:
 - More clarity around the youth space into the future and considerations for its upgrade.
 - More clarity around preferred location of a new and upgraded playspace.
 - Design considerations e.g. location of new outdoor fitness equipment, location of seats and toilets, waste bins, antisocial behaviours, lighting and maintenance.
 - The Sandfield Reserve Master Plan reflects these items and revisions and is presented to Council for adoption.

Financial Impact

There were financial costs associated with developing the Master Plan, however, these costs were accommodated within existing budgets.

The Master Plan provides a framework to guide improvements, including a preliminary summary of costs, over a 10 to 15 year period. A design budget for the new play and

12.8 Sandfield Reserve Master Plan**Executive Summary**

youth improvements is budgeted in the 21/22 Capital Works Program however all other Master Plan recommendations are not yet included in the Long Term Infrastructure Plan (LTIP).

A preliminary high level costing for the total amount of capital works needed to implement the Master Plan is in the order of approximately \$4 million over the next 10 to 15 years.

The costs associated with Master Plan implementation will be subject to future annual budget approval processes. Any new works will only proceed once funding has been allocated and/or obtained by Council or other sources e.g. grant. Such budget allocations will be subject to Council consideration of new capital expenditure through the annual budget process and grant or other opportunities.

The Master Plan will provide an advocacy tool for Council to build awareness, seek support and secure essential funding to deliver the improvements to benefit the Carrum Downs community.

Consultation**1. External Stakeholders**

The following external stakeholders were consulted during development of the Master Plan.

- Department of Land, Water, Environment, and Planning (DELWP)
- Rowellyn Park Primary School
- Rowellyn Preschool
- Victoria Police
- Local Youth
- Local Community – please refer to a detailed outline of the community consultation process under the officer's assessment section below.

2. Other Stakeholders

The following Council departments provided input and collaborated during development of the Master Plan.

- Environmental Planning
- Youth Services, Recreation
- Arts and Culture
- Engineering Services
- Capital Works Delivery
- Media and Communications
- Community Engagement
- Operations (Parks and Vegetation and Infrastructure Maintenance)
- Waste Management
- Compliance and Safety

12.8 Sandfield Reserve Master Plan**Executive Summary****Analysis (Environmental / Economic / Social Implications)**

The Master Plan has been developed to improve the overall park amenity and importantly increase tree canopy targets in line with Urban Forest Action Plan. The gain in tree canopy will also provide additional habitat, biodiversity services and mitigate high heat vulnerability identified in Carrum Downs.

The Master Plan provides for inclusive, accessible facilities and experiences designed to meet community needs and expectations for high quality district level open space. The Master Plan also considers the maintenance and longevity of the proposed upgrades including opportunities for recycled, reused, and repurposed furniture and materials.

High quality public open spaces and recreational facilities contribute to the attraction of new residents, visitors, and investment to the local area. Increased patronage to the park will also benefit local businesses at Hall Road Activity Centre which is within walking distance. The proposal features recreational facilities which cater to a broader range of ages and abilities. Increased opportunities for participation and recreation will reduce the local community's need to travel to access similar facilities. The additional facilities and infrastructure will support a larger number of visitors for longer stay periods, encouraging higher rates of physical activity and interaction with the local 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

There are no legal implications with this report.

Policy Impacts

There are no policy impacts with 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

Carrum Down residents and the broader community volunteered their time to assist Council on the future directions identified in the Master Plan. The community consultation provided feedback on how to improve the overall reserve and supported the Master Plan development and recommendations. Acknowledging community contribution through the development of the Master Plan makes certain that the community is genuinely engaged as part of its process and is more likely to support the endorsement and implementation of the Master Plan.

The Master Plan considers the safety, amenity and maintenance implications of public open space development. Risks associated with the future implementation of the plan may include injuries sustained from play equipment, and damage or disruption to infrastructure, flora and fauna and other assets during construction. These are considered to be standard risks of such a development and have been considered during the preparation of the Master Plan.

12.8 Sandfield Reserve Master Plan**Executive Summary****Conclusion**

Sandfield Reserve is a highly valued district level open space in Carrum Downs. The Sandfield Reserve Master Plan has been prepared to meet the needs of our community now and into the future. Two (2) rounds of community consultation have been completed to inform the final Master Plan, noting 86 survey responses and 13 written submissions received and all submissions have been considered and, where appropriate incorporated into the final draft of the Masterplan,

Officers recommend Councils adoption of the Sandfield Reserve Master Plan.

ATTACHMENTS

Attachment A:[↓](#) Sandfield Reserve Master Plan

Attachment B:[↓](#) Community Engagement Summary

12.8 Sandfield Reserve Master Plan
Officers' Assessment**Background**

- The Sandfield Reserve Master Plan (the Master Plan) has been prepared to address the recommendations of the Frankston Open Space Strategy 2016-2036 and Draft Play Strategy 2021 to ensure open space revitalisation is aligned with the reserves district-level status and better support open space activities with strong connections to the adjacent Rowellyn Park Primary School and the broader community.
- The Draft Play Strategy 2021 identifies the Sandfield Reserve playspace as a high priority for upgrade to ensure that it better meets the community's needs and is better integrated into the reserve.
- District playspaces are generally located in reserves greater than 2 hectares and cater for residents within a 2-kilometre radius, which can service an entire suburb. These playspaces are medium sized with a range of facilities that cater for all ages. Many park users reside within the Carrum Downs neighbourhood and in some instances may take a short drive to access the reserve. It is envisaged that the playspace would facilitate a longer stay, over an hour and potentially multiple hours, therefore associated facilities would consist of picnic facilities, seating, toilets and car parking. All amenities and a range of play area should be accessible to disabled persons. An assessment of the existing playspace at Sandfield has identified that medium level improvements are needed to meet the District Level play provision and amenity.
- Carrum Downs has a higher proportion of young age groups in comparison to the rest of Frankston. The largest household groups are young families. The greatest forecast growth is anticipated in the under 17 age group and persons over 60. There is a great demand for unstructured recreation, family and youth activities and active recreation in Carrum Downs.
- The Master Plan process, commenced in 2020, was undertaken over 12 months through various working group meetings with internal stakeholders working collaboratively. Consultants (Site Image) were engaged to also assist in developing the Master Plan.
- Following a physical site assessment, discussions with internal stakeholders and a review of customer requests, a site analysis was prepared. The site analysis phase identified opportunities for improvement across the site, acknowledging prominent issues raised by stakeholders.
- In September 2020, Council were successful in securing \$87,000 from the Victoria State Government through the DELWP Local Parks Program New Off Leash Dog Parks for Sandfield Reserve.
- Whilst the Master Plan reviewed the full extent of the reserve, immediate focus was given to the siting and design of the new dog park through the 20/21 CW Sandfield Dog Park project. The initial plan provided a basis for staging and prioritising the dog park in the context of other open space improvements.
- The siting and design for the new dog park was publicly exhibited for a 4 week period from 26 October 2020 to 22 November 2020.
- The Master Plan has been informed by various site visits and observations, demographic data, related policies and strategies and community consultation. A pop up consultation session on the 3 July 2021 and an on-site session with the local youth ensured that key users of the site were heard in the process and their views clearly understood and considered in the Master Plan.

12.8 Sandfield Reserve Master Plan**Officers' Assessment**

- The Draft Masterplan was publicly exhibited for a period of 6 weeks commencing Monday 26 April 2021 and concluding on Sunday 6 June 2021.
- An in-person community information session, originally proposed for May 2021, was postponed due to COVID restrictions. This session was rescheduled after the close of the consultation period and was conducted on Saturday 3 July 2021. The rescheduled event was advertised via social media, an update on the Council website, on-site signage and email notification to residents who had provided email feedback.
- The following community consultation activities were undertaken:
 - Letter box drop to over 1500 residents within a 400m catchment of the reserve
 - Council's social media channels
 - 'Have your Say' via survey on Council's website (86 respondents)
 - 'Have your Say' on Council's website (12 email and 1 postal response)
 - On site signage at multiple points across the reserve
 - On site consultation with local youth in collaboration with Council's Youth Services WHAT Bus
 - On site community drop-in session in conjunction with the Dog Park Opening on Saturday 3 July 2021

Issues and Discussion

The community highlighted various types of feedback with few areas of high concern including:

1. Sandfield Reserve status as a designated free roam dog park.
2. Ongoing issues with vandalism and anti-social behaviours
3. Maintenance and Waste Management (general rubbish and dog waste)

1. Sandfield Reserve as a designated free roam dog park

The dog walking community at Sandfield Reserve expressed a desire to keep the reserve as a designated free roam reserve despite the recent completion of a new fully fenced free roam area.

The new fenced designated free roam dog area was opened in July 2021 in accordance with recommendations from Council's Domestic Animal Management Plan 2020-2024. The new free roam area provides the opportunity for Council and the community to consider the reclassification of the greater reserve (that is not fenced) as a dog on-lead area.

An active group of local dog walkers that meet and socialise daily at the reserve provided feedback via email and in person as to their preference to retain the current free roam status of the whole reserve. This feedback was also received during the consultation undertaken in 2020 as part of the delivery of the new fenced free roam Dog Park.

One resident request was received requesting the status of the reserve be changed to dog on-lead outside of the new free roam area. This request was made due to safety and health concerns with the interaction of small children, dogs, and dog waste across the reserve.

The future status of the reserve in relation to dogs on or off lead, will be considered as part of Council's Domestic Animal Management Plan.

The community has responded positively to the recent opening of the new fenced free roam area. The Compliance and Safety Department will continue to monitor behaviours, changes in behaviours and any new community concerns or requests over the next 12

**12.8 Sandfield Reserve Master Plan
Officers' Assessment**

months to assess its future status as a free roam dog reserve. Any change to this status is required to be undertaken in accordance with a statutory process that allows for the community to respond.

2. Ongoing issues with vandalism and anti-social behaviours

Sandfield Reserve has a reputation for vandalism, monkey bikes, graffiti, substantial amounts of litter and anti-social behaviours with many incidents being either reported to, noted or observed by Council. Due to this reputation, Sandfield Reserve has often been overlooked for capital improvements.

Graffiti to the rebound wall and skatepark is an ongoing issue which requires frequent attention from Council's operations team to remove graffiti from the skate park or paint over the rebound wall multiple times per week. This ongoing maintenance is not deemed to be practical or cost-effective use of Council resources. Options to address graffiti and vandalism were considered and discussed with all stakeholders and community including engaging with youth and primary school in community projects for artwork on the rebound wall and skatepark in an effort to reduce vandalism.

It has also been observed that the rebound wall is often used inappropriately by visitors climbing and using it as a perch to provide an outlook over the reserve. The surface around the rebound wall is also noted as being in extremely poor condition limiting its suitability for tennis hit-up or ball skill practice purposes.

The Master Plan recommends the relocation of the rebound wall to open views, improve passive surveillance and better expand and integrate new youth activities.

In consideration of the ongoing issues and proposed improvements, the Master Plan has been updated to include a recommendation for the removal of the rebound wall as an immediate priority and consideration of a new rebound wall as part of improvements to the youth space.

A recommendation is also included for a new public artwork to be integrated into the skatepark in the short term that engages and is representative of Frankston City's youth to deliver a creative community based vision.

3. Maintenance and Waste Management (general rubbish and dog waste)

Community feedback highlighted that dog and general waste is an ongoing issue at Sandfield Reserve. This issue has persisted over a number of years due to historical issues with bins being vandalised, especially in close proximity to the skatepark, and not being replaced due to the ongoing operational requirements. These issues were raised by stakeholders during the development of the Master Plan as well as community feedback during consultation. This has partially been addressed with two new bins installed as part of the delivery of the new off leash Dog Park, and new bin locations identified in the plan with input from Council's Waste Management Team. It is recommended to

- Trial a different bin type (Non Flammable bin with metal receptacle) to try and address waste issues at the skate park
- Monitor the waste issues with the Operations and Waste Management teams and make any required adjustment to the bin locations in the reserve.

The Community provided general support for the Master Plan directions and areas of interest are summarised below.

**12.8 Sandfield Reserve Master Plan
Officers' Assessment****District Play Space Location and Upgrade**

The draft Master Plan provided the community with the opportunity to review the location of the playspace with two (2) options provided. 66% of respondents supported retention of the play space in its existing location within the park. Whilst many understood the synergies in relocating the playspace closer to Rowellyn Primary and Preschool it was considered more appropriate to keep the play activity in its current location and better integrate play for all ages.

Proposed Fitness Equipment

Concerns were raised by residents on the proposed location of exercise equipment and potential noise issues for adjacent residents. As a result, the location of proposed exercise equipment has been updated with a greater distance from residential properties and boundaries.

Public Toilet

Sandfield Reserve is identified as a District level playspace in the Draft Frankston Play Strategy, and as such is identified to provide a longer stay experience (1 hour+) and service the broader Carrum Downs Community.

In the survey undertaken as part of Community consultation a public toilet was identified as the most identified element to make residents use the space more often (65.9% of respondents).

In consideration of the above, a public toilet is recommended for implementation in the medium to long term.

Youth Space Upgrade

In 2020, an extension of the skate park was implemented and other opportunities have been identified to enhance the existing youth space including;

- Upgrade of the youth space including a new multipurpose surface, rebound and bouldering/climbing wall with improved seating and shelter.
- Opportunity for integrated public art with the multipurpose surface, rebound and bouldering/climbing wall that draws on the local community and environment to create a site specific artwork in collaboration with the local youth to provide experiential learning opportunities and enhanced experience.
- Opportunity to further expand the skate & scooter activities with youth requests for a street skating and half pipe or mini ramp and provide a broader spread for skills graduation.

Minor Events and Activation Area

Positive feedback was received from residents in relation to a pop-up coffee van activation as part of the Do It Outdoors campaign in March 2021. There is an opportunity to provide ongoing commercial activation at Sandfield Reserve to provide economic activity and provide an additional service for the Carrum Downs Community. This was supported by the community consultation survey with 51% of respondents identifying Community Events and Activation would make them visit the Reserve more often.

The Master Plan includes a recommendation to expand the Commercial Activities in Public Open Space (CAPOS) program to the proposed dedicated events and activation space within the reserve and include provisions for power to support a diverse range of activations.

SANDFIELD RESERVE PROJECT, CARRUM DOWNS VIC 3201

LANDSCAPE MASTERPLAN

AUGUST 2021

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FINAL MASTERPLAN

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SK405	DRAINAGE INFRASTRUCTURE AND ECOLOGY PRIORITY PROJECTS
SK406	FACILITY UPGRADE PRIORITY PROJECTS

SITE IMAGE



Site Image Landscape Architects (VIC) 149 Drummond Street Carlton VIC 3053 Australia | T +61 3 9329 4633

SANDFIELD LANDSCAPE MASTERPLAN OVERVIEW

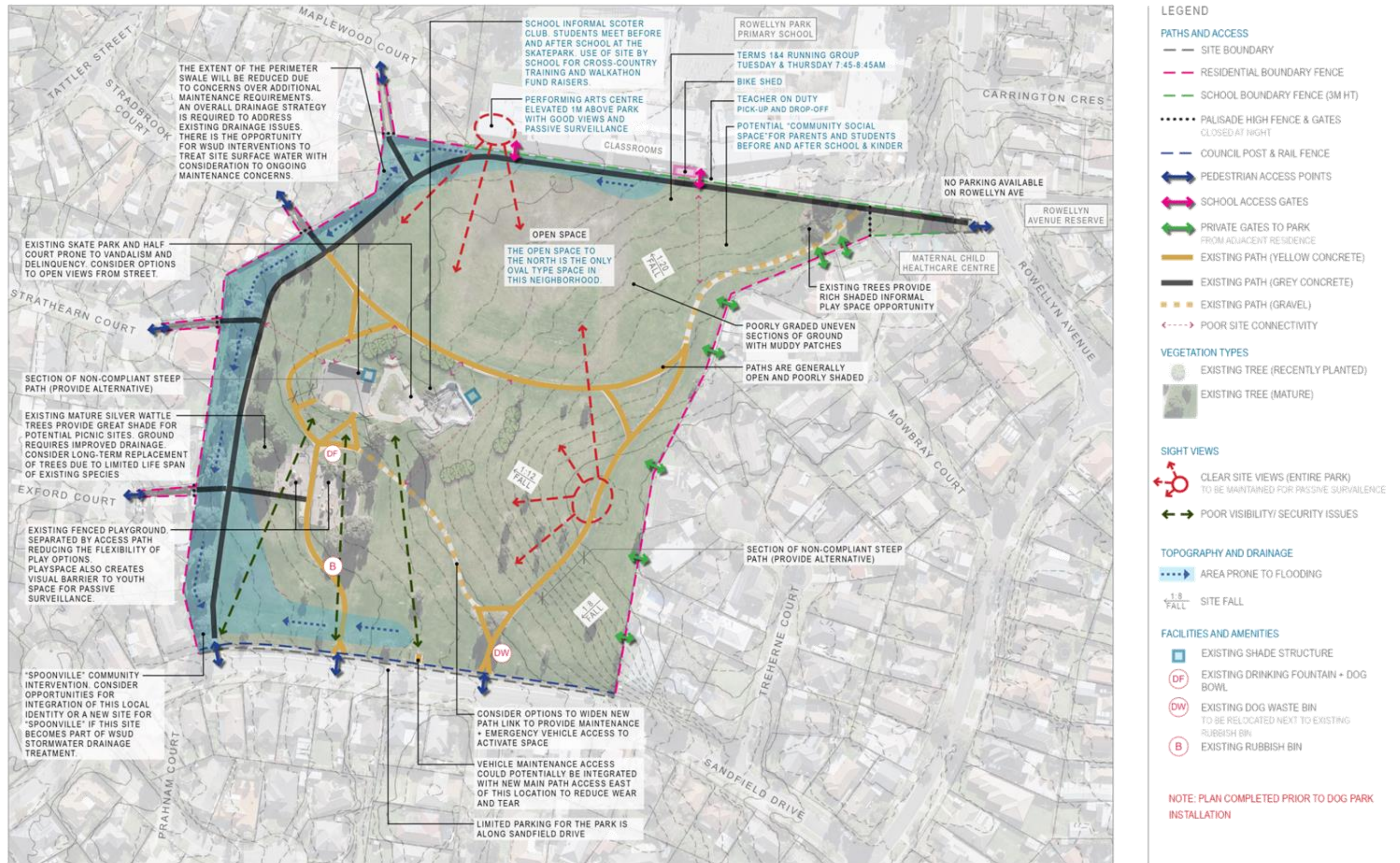
Sandfield Reserve is identified in the Frankston Open Space Strategy (OSS) 2016-2036 as a district level open space. The OSS identifies the need to review and implement a Landscape Plan for Sandfield Reserve to support youth recreation and education activities for the adjacent Rowell Park Primary School and to the broader community to meet increased demand.

The Sandfield Reserve Masterplan is guided by the vision for the reserve as a safe, inclusive and welcoming space that offers a diversity of experiences to support the health and wellbeing of the community. The Masterplan proposes improvements based on the following design principles:

1. **Better Park Amenity** – A space with high levels of amenity for all to enjoy including seats, waste bins, fencing, lighting and signage.
2. **A Safe and Welcoming Park** – A space that is designed in accordance with Crime Prevention through Environmental Design (CPTED) and place making principles such that it is accessible and welcoming to all of the community to encourage healthy social interaction and activation.
3. **Diverse and Shared Experiences** – A space with enhanced opportunities for healthy activities (walking, cycling, play and outdoor exercise) to encourage healthy social interaction for all ages.
4. **Connection to Nature** – New canopy tree planting and landscaping to provide shade to paths and social spaces that creates a cool, comfortable and attractive environment for use all year round.

The improvements proposed in the Masterplan are developed from the four (4) key design principles outlined above and are prioritised based on community and stakeholder feedback addition, the Masterplan responds to other strategic documents and council defined needs for the site. These are summarised here:

- The Frankston Play Strategy identifies the playground as a priority for upgrade with improved park integration.
- The Draft Sandfield Reserve Landscape Masterplan has been prepared to address the recommendations of the OSS and Draft Play Strategy to enhance open space infrastructure aligned with a district-level status including the extension of the skatepark (2020) and the implementation of a new off-leash dog park, which was completed June 2021.
- Council recognises the need to transform Sandfield Reserve into a more inclusive and family friendly local park as a multi-use destination that caters for a diverse range of users. The Masterplan creates a new vision for the reserve and provide a framework for integrated park improvements to enable Council to plan and program for future improvements and apply for external grant funding to assist in delivering for the Carrum Downs Community.
- Recommend to expand the Commercial Activities in Public Open Space (CAPOS) to the proposed dedicated events and activation space and include provisions for power to support a diverse range of activations.
- The Masterplan provides a new vision for Sandfield Reserve to meet community needs, balancing and enhancing existing uses and creating new recreation opportunities for the Carrum Downs community. These include:
 - Improved all abilities access within the reserve with a new path network that improves the pedestrian circulation & connectivity. The proposed circulation path with supplementary lighting will encourage greater use of the reserve to improve passive surveillance and promote activation and healthy behaviors.
 - An enhanced youth space that provides new recreation opportunities.
 - Enhanced park amenity including seating, signage, waste / recycle bins, BBQ, picnic and provision of toilet facilities to support longer stay.
 - New tree planting to provide cool corridors and spaces whilst achieving Urban Forest tree canopy targets for the site.
 - Enhanced play space to meet district level play provision in accordance with councils Draft Play Strategy
 - Protect and enhance the existing lawn area for informal play and informal ball sports
 - All ages exercise equipment to provide facilities which enhance active fitness opportunities for the aged community
 - Skate park expansion to provide a broader range of opportunities for users across different skill levels
 - Recommendation for Sandfield to be included in the Commercial Activities in Open Space Program



SANDFIELD RESERVE, CARRUM DOWNS

SK101 EXISTING CONDITIONS SITE PLAN (ANALYSIS UNDERTAKEN IN 2020)



SANDFIELD RESERVE, CARRUM DOWNS

SK102 OPPORTUNITIES SITE PLAN

SCALE: 1:750 @ A1



CLIENT FRANKSTON CITY COUNCIL ISSUE E
SITE IMAGE JOB NUMBER SM20372 DATE 30.07.2021

Site Image Landscape Architects (VIC) 149 Drummond Street Carlton VIC 3053 Australia | T +61 3 9328 4833



- School fence boundary to Sandfield reserve**
- Opportunities to revegetate (climbers/ green wall)
 - WSUD treatment between the fence and park



- Open space**
- Undulating surface level catches water and becomes muddy. Patches of wet mud.
 - Potential active area
 - Links back to school



- WSUD overflow**
- WSUD to catch all run-off from site.
 - Recently removed tree potentially blocking drain



SANDFIELD RESERVE, CARRUM DOWNS

SK103 PANORAMA 01 - NORTHERN BOUNDARY



Newly planted trees



Top of hill

- Significant views towards skatepark. Views to be retained
- Steep hill. 1:8 grade path leading to hill



Lines Of Sight For Potential Path Re-Alignment Between Recently Planted Trees



SANDFIELD RESERVE, CARRUM DOWNS

SK104 PANORAMA 02 - CENTRAL HILL



Skate park

- Abundance of graffiti
- Edge to concrete unsightly



Proposed Kiosk area between skate park and half court to existing shelter

- School informal scooter club. Students meet before and after school at the skatepark. Use of site by school for cross-country training and walkathon fund raisers



Existing drinking fountain

- Located near the playspace for convenience.
- Dog bowl does not have sufficient hardstand for dogs to drink water (trampled turf)



Potential shade and picnic area

- Silver wattle to be retained
- Potential to become a shaded picnic area



Freestanding wall & half court

- Conceals and provides an area for delinquents to hide from the police looking from Sandfield drive
- Eroded edge to current asphalt



SANDFIELD RESERVE, CARRUM DOWNS
SK105 PANORAMA 03 - SKATE PARK



① ENTRY FROM STRATHEARN COURT



② ENTRY FROM STRADBROOK COURT



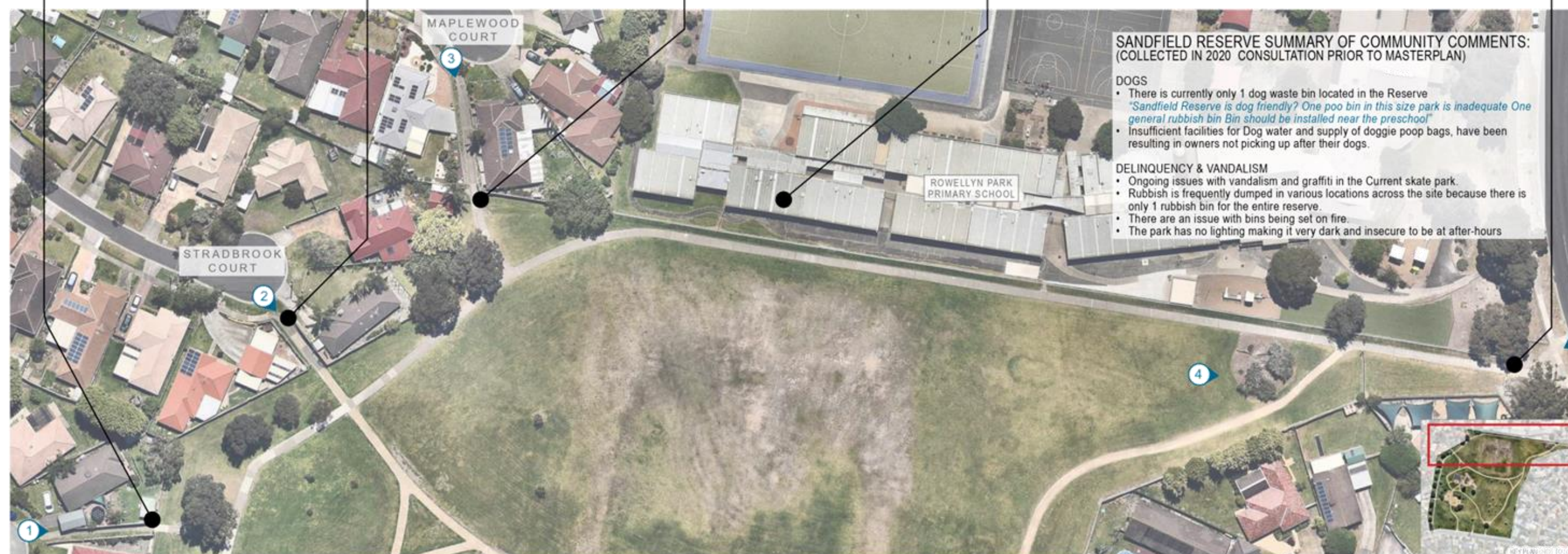
③ ENTRY FROM MAPLEWOOD COURT



④ SHADY NOOK IN POTENTIAL PLAYSPLACE



⑤ ENTRY FROM ROWELLYN AVENUE



SANDFIELD RESERVE SUMMARY OF COMMUNITY COMMENTS:
(COLLECTED IN 2020 CONSULTATION PRIOR TO MASTERPLAN)

DOGS

- There is currently only 1 dog waste bin located in the Reserve
- "Sandfield Reserve is dog friendly? One poo bin in this size park is inadequate One general rubbish bin Bin should be installed near the preschool"
- Insufficient facilities for Dog water and supply of doggie poop bags, have been resulting in owners not picking up after their dogs.

DELINQUENCY & VANDALISM

- Ongoing issues with vandalism and graffiti in the Current skate park.
- Rubbish is frequently dumped in various locations across the site because there is only 1 rubbish bin for the entire reserve.
- There are an issue with bins being set on fire.
- The park has no lighting making it very dark and insecure to be at after-hours

SANDFIELD RESERVE, CARRUM DOWNS
SK106 SITE PHOTOS 01 - NORTH ACCESS

CLIENT	FRANKSTON CITY COUNCIL	ISSUE	8
SITE IMAGE JOB NUMBER	SM20372	DATE	04.08.2021

Site Image Landscape Architects (VIC) 148 Drummond Street Carlton VIC 3053 Australia | T +61 3 9328 4833



① EXFORD COURT ENTRY



② BASKETBALL HALF-COURT & PARK-PLAYSPACE BEHIND



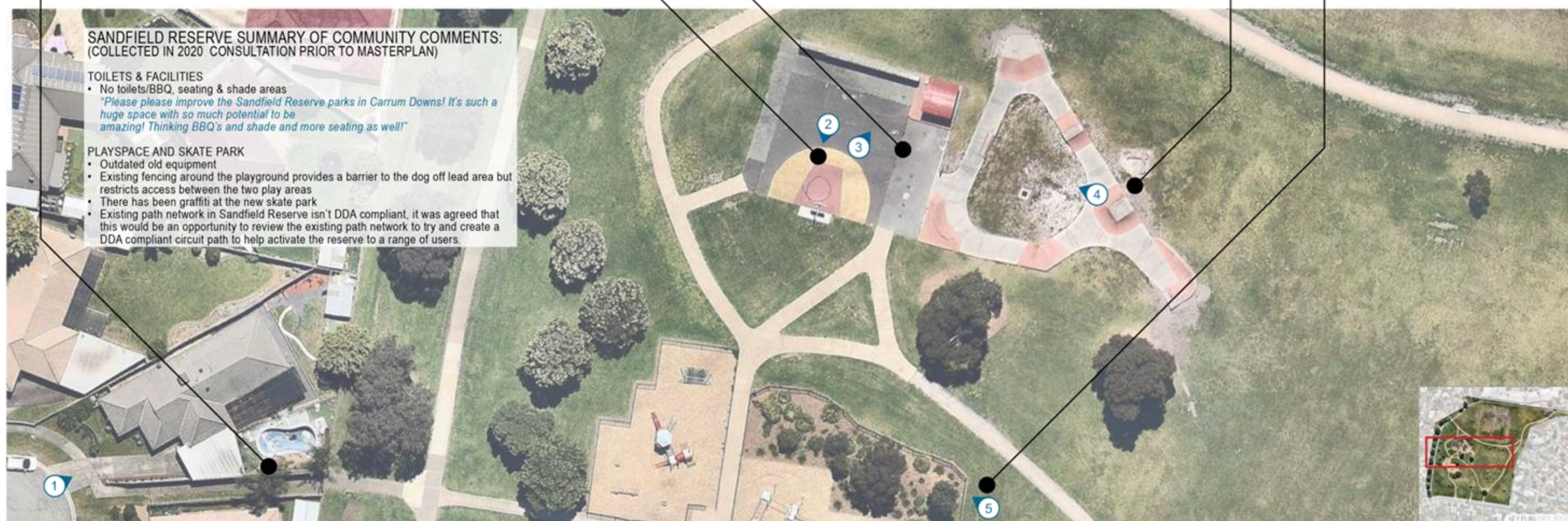
③ FREE-STANDING WALL AND SHELTER



④ CONCRETE SKATE PATH



⑤ FENCED PLAYSPACE



SANDFIELD RESERVE, CARRUM DOWNS

SK107 SITE PHOTOS 02 - YOUTH SPACE

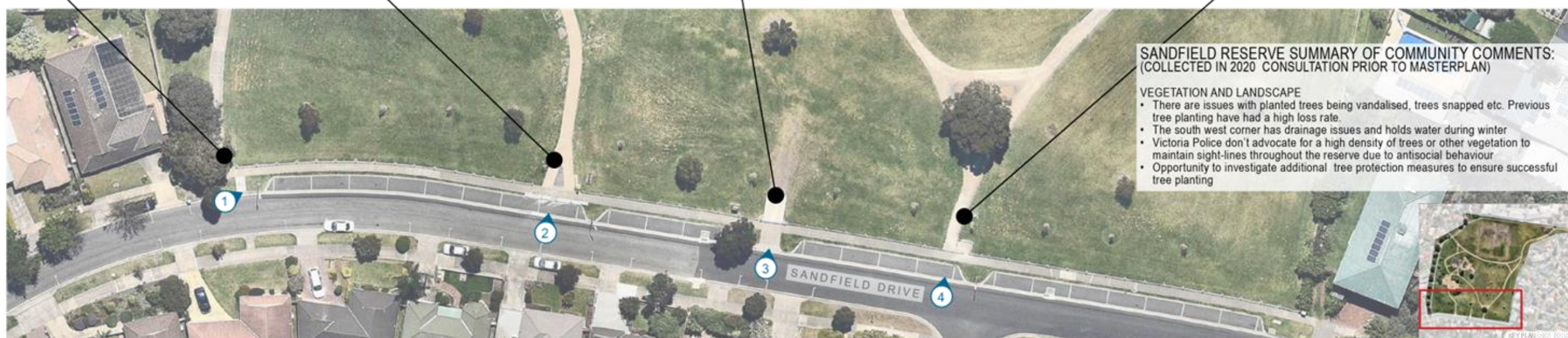


① SANDFIELD DRIVE WESTERN ENTRY

② SANDFIELD DRIVE MID- ENTRY

③ SANDFIELD DRIVE VEHICLE ACCESS
CONSIDER INTEGRATION IN PATH
SYSTEM TO REDUCE DAMAGE TO GRASS

④ SANDFIELD DRIVE EASTERN ENTRY



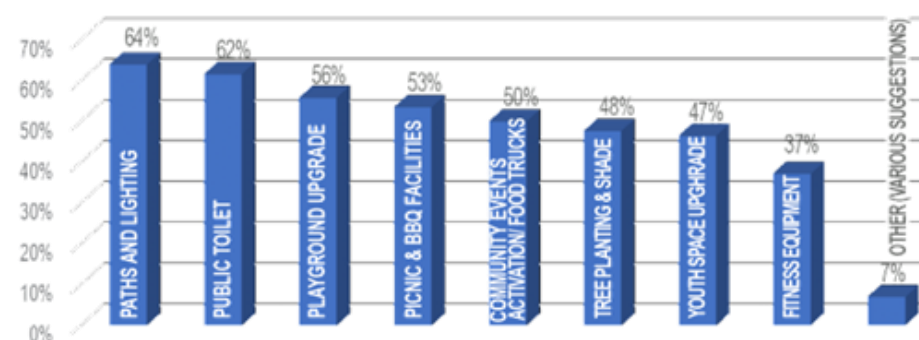
SANDFIELD RESERVE, CARRUM DOWNS

SK108 SITE PHOTOS 03 - SOUTH ACCESS

SANDFIELD RESERVE PARK PROJECTS: COMMUNITY PRIORITIES

The Council ran community consultation for 6 weeks, from April to June 2021 to seek feedback on the Draft Plan. The Draft Plan was developed based on feedback from Stakeholders and the Council Working Group from the community and was across a range of age and user groups which appropriately reflect the demographic of users in the reserve.

A survey was included as part of the consultation to get community feedback on the proposed projects in the Draft Plan. The Community were asked which projects they saw as being valuable for the future of the development of the reserve. The below table summarises the outcomes of the survey item:



ADDITIONAL COMMUNITY FEEDBACK

Council has reviewed the additional comments section of the consultation survey, and has been able to categorise the following additional community priorities to be addressed concurrently with the development of the priority projects:

- Traffic Management** including responding to requests for additional parking and speed attenuation devices on Sandfield drive.
- Waste Management** including the request for additional general waste, recycling and dog waste bins at key pedestrian access points through the reserve.
- Antisocial Behavior** including rubbish, graffiti and park safety. Including considerations for short term management and longer term solutions. Existing gated access to the reserve to be retained.
- Improving the range of sports facility within the Youth Space** including the provision of additional facilities for alternative ball sports such as handball, soccer, and netball.
- Sandfield Drive safety** including careful consideration of fenced or landscape buffers to prevent safety risk from proximity to the adjacent Sandfield Drive caused by dogs and young children running onto the road.
- Dog Free roaming park categorisation** will be monitored post implementation of the new Off-leash dog area and reviewed in accordance with Council's Domestic Animal Management Plan.
- Local wildlife preservation** including opportunities to improve local habitat within the reserve.
- Community Art opportunities** which will be considered for integration into new projects within the reserve.
- Additional facility requests** for a variety of items within the park have been considered and responded to by Council. These may be further considered as future projects, beyond the initial 10-year priority implementation plan defined by the scope of this Masterplan.
- Ensuring universal access** for new facilities including other abilities access within the park generally, and facilities within youth and play spaces.
- Consideration of adjacent neighboring properties**, whereby Council will ensure that any risk of impact upon adjacent properties is mitigated through appropriate design solutions.

GENERAL PARK FACILITY COMMUNITY RATED PRIORITIES

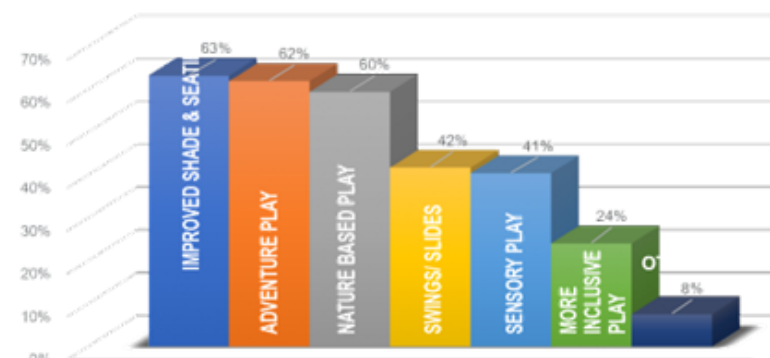
Prioritisation of projects has been informed by Community responses and a program has been developed to implement the improvements for the community. (Refer to SK302 - Priority Projects & Implementation Budgets)

COMMUNITY PREFERRED PLAYSACE LOCATION

In line with Councils Draft Play Strategy, the initial stages of the Master Plan assessed the long term opportunity to review the location of the playground. The Community were asked to provide feedback on their preferred location from two options for a future Playspace upgrade. Option 1 proposed to retain and expand the playspace in its current location. Option 2 proposed an alternate location to the North of the site, closer to the school and kindergarten. The majority (65.8%) of respondents supported option 1, the retention of the playspace in its existing location.

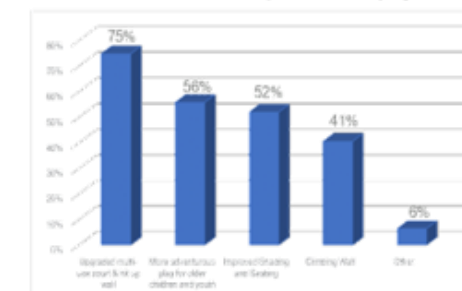
COMMUNITY PLAYSACE UPGRADE PRIORITIES

Further to this, the community have provided clear commentary about what they would like to see included in the future expansion of the playspace. Other items raised through consultation, to be further addressed with the playspace expansion are the requirements for fencing of the playground, and in several instances the suggestion that nearby BBQ and Picnic Facilities could benefit the playground users greatly. The Masterplan has now incorporated these items.



COMMUNITY YOUTH SPACE UPGRADE PRIORITIES

Council have also been able to determine priority projects for implementation in the Youth space in accordance with the survey responses. There was significant commentary from the community regarding anti-social behavior around the Youth space, and Council has already earmarked some short-term immediate implementation projects to address these concerns.



COUNCIL CONSIDERATIONS FOR PROJECT PRIORITISATION

Whilst recognising and supporting the community priorities for Sandfield Reserve, there are several considerations to be made by Council in prioritizing the implementation of projects. In addition to the initial cost of implementing each of these necessary projects, Council needs to consider the immediate and long-term implications for the management and maintenance needs of each project.

Accordingly, other Council operational considerations to be addressed through project implementation include:

- Current site issues resulting in additional maintenance costs which may be remediated through project implementation (i.e., vandalism, service and maintenance access, drainage issues)
- On-going levels of maintenance required for new works, and the need to select vandal resistant, low maintenance fittings for at risk parts of the site.
- Other strategic and Policy documents (which have also provided the framework for this Masterplan) which already have priorities for implementation in place.
- Pre-existing stand-alone Council project or co-funded and or budget allocations such as the recently completed off-leash enclosure and the pending playspace upgrade project.
- Other approved projects within the surrounding areas which have shared priorities.

These additional considerations have had an impact upon, how the projects will be selected for implementation. For example, whilst the results of the community survey ranked the upgrade of the Youth facility a lower tier 2 priority project, Council's internal working group advises that the short-term implementation of components of this project, such as removal of the current rebound wall, might alleviate other concerns raised by the community such as anti-social behavior which is currently an issue within the reserve.

IMPLEMENTATION RECOMMENDATIONS

As a result of careful consideration of both community consultation and stakeholder feedback and the operational and budgetary capacity of Council, the Masterplan recommends that the following items be prioritised in the implementation of all works at Sandfield Reserve:

- Reduction in anti-social behaviour:
 - Remove the existing rebound wall and make good to alleviate existing graffiti and maintenance issues.
 - Review existing bin locations and implement additional bins to address issues associated rubbish and dog waste management.
- Reduction in issues associated with rubbish and dog waste management.
- Provision of upgrades which increase the functional capacity of facilities which already exist within the reserve.
- Inclusion of Sandfield Reserve to the Commercial Activities in Open Space Program
- The provision of projects in the short term which provide strong opportunities for shared funding across Council and other State and Federal Government bodies.
- Development of all projects in line with other strategic and policy guidelines within Council.

Further to this, the following pages outline the priority projects and provide budget guidance for the implementation of the Masterplan over a 10-year period.



SANDFIELD RESERVE, CARRUM DOWNS

SK301 LANDSCAPE MASTERPLAN



PROJECT COST & SUMMARY

The Masterplan provides a framework to guide improvements over a 10-year period. A design budget for the new play improvements is budgeted in the 21/22 Capital Works Program and the budget summary provided by this Masterplan are intended to provide a strong framework to allocate funding for the implementation of all of the priority projects detailed here.

In addition, it is intended that this Masterplan will provide an advocacy tool for Council to build awareness, seek support and secure essential funding to deliver the improvements to benefit the Carrum Downs community.

PROJECT PRIORITIES
1 TO 4 YEAR
1A PLAYGROUND UPGRADE/ EXPANSION
1B BBQ/ PICNIC AREA
2 ACTIVE RECREATION UPGRADES & FITNESS STATION
3 FACILITY UPGRADE PROJECTS
4 PUBLIC EVENTS FACILITIES
5 TO 8 YEAR
1 YOUTH SPACE & SKATE PARK EXTENSION
2 PUBLIC TOILET
3 COMMUNITY MEETING PLACE
8 TO 10 YEAR
1 DRAINAGE & ECOLOGY PROJECTS

PROJECT IMPLEMENTATION TIMEFRAME	ALLOCATION
1 TO 4 YEARS	\$1,800,000
5 TO 8 YEARS	\$2,200,000
8 TO 10 YEARS	\$150,000
	\$4,150,000

PROJECT IMPLEMENTATION & PRIORITY

1 TO 4 YEAR	5 TO 8 YEAR
PLAYGROUND, BBQ AND PICNIC AREA EST. \$1,000,000 - \$1,200,000 REFER TO SK403 FOR DETAIL	1 YOUTH SPACE AND SKATE PARK EST. \$780,000 - \$850,000 REFER TO SK401 & 402 FOR DETAIL
1A PLAYGROUND EXPANSION - Artificial creek bed & topography, play area & equipment, grass picnic area with shade trees.	1 YOUTH SPACE AND SKATE PARK DEVELOPMENT - Activity wall, bleacher seating, shade structure, multi-use court, integrated lighting, park integration. - Street skate section expansion, ramp landings, pipes & skateable features.
1B BBQ AND PICNIC AREA - BBQ, table settings, seating etc. including soft works.	
2 ACTIVE RECREATION PHASE 1: EST. \$600,000 - \$700,000 PHASE 2: EST. \$450,000 - \$500,000 REFER TO SK404 FOR DETAIL	2 FACILITY UPGRADE EST. \$410,000 REFER TO SK406 FOR DETAIL
400M 300M COMMERCIAL ACTIVITIES IN PUBLIC OPEN SPACE - Food trucks and events.	PUBLIC TOILETS COMMUNITY MEETING SPACE - Shade trees and open space. - Seating nodes.
400M 300M CIRCUIT AND PATH MARKERS - Linemarking & distance markers. - Circuit lighting.	
OVAL REDEVELOPMENT - Multi-use grass area.	
FITNESS STATION - Rubber softfall. - All inclusive age & skill level equipment.	
DOG OFF-LEASH ENCLOSURE (COMPLETE)	
3 FACILITY UPGRADE EST. \$750,000 REFER TO SK406 FOR DETAIL	1 DRAINAGE AND ECOLOGY EST. \$340,000 - \$375,000 REFER TO SK405 FOR DETAIL
CIRCUIT PATH AND LIGHTING UPGRADE	WSUD TREATMENTS - Catchment filtration & swale drain. - Dry creek bed/ bio-retention projects.
PROPOSED BINS	NTH NORTHERN BOUNDARY DRAINAGE WST WESTERN BOUNDARY DRAINAGE STH SOUTHERN BOUNDARY WETLAND
PROPOSED SEATS	PROPOSED TREE PLANTING WITH TREE GUARD

SANDFIELD RESERVE, CARRUM DOWNS

SK302 PRIORITY PROJECTS & IMPLEMENTATION BUDGETS

SCALE: 1:750 @ A1



CLIENT	FRANKSTON CITY COUNCIL	ISSUE	C
SITE IMAGE JOB NUMBER	SM20372	DATE	05.08.2021

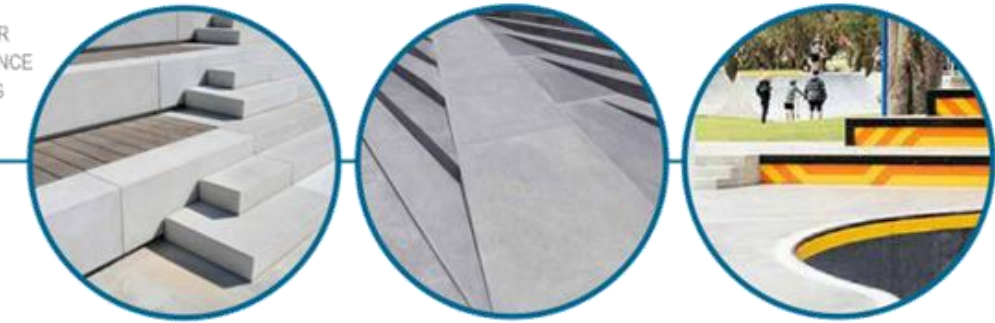
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- NEW HIT-UP WALL WITH LINE MARKING (EAST FACE OF WALL)
- NEW CLIMBING WALL WITH RELIEF (WEST FACE OF WALL)
- LONG TERM POTENTIAL FOR ARTWORK TO WALL
- INTEGRATE LIGHTING IN WALL
- ORIENTATION OF WALL ENSURE CLEAR SIGHTLINES FOR PASSIVE SURVEILLANCE
- CANOPY OVER TO PREVENT CLIMBING



- TIERED CONCRETE PLATFORM
- COMBINATION OF 450MM HIGH BLEACHER SEATING, 150 HIGH STAIRS AND RAMPS (AT GRADES SHOWN)



- NEW SHADE SHELTER WITH INTEGRATED LIGHTING
- CANTILEVERED STEEL FRAMED SHADE CANOPY WITH CENTRAL POLES AND STEEL CANOPY TO PREVENT VANDALISM.



- MULTI USE COURT SPACE WITH SURFACE GRAPHICS & LINEMARKING
- MAXIMISE OPPORTUNITIES FOR DIFFERENT TYPES OF ACTIVE USE INCLUDING BALL SPORTS AND CROSS-FIT ACTIVITIES



- (ROBUST VANDAL PROOF)
- IN PERGOLA
- ON WALL
- UP-LIGHTING TO TREES



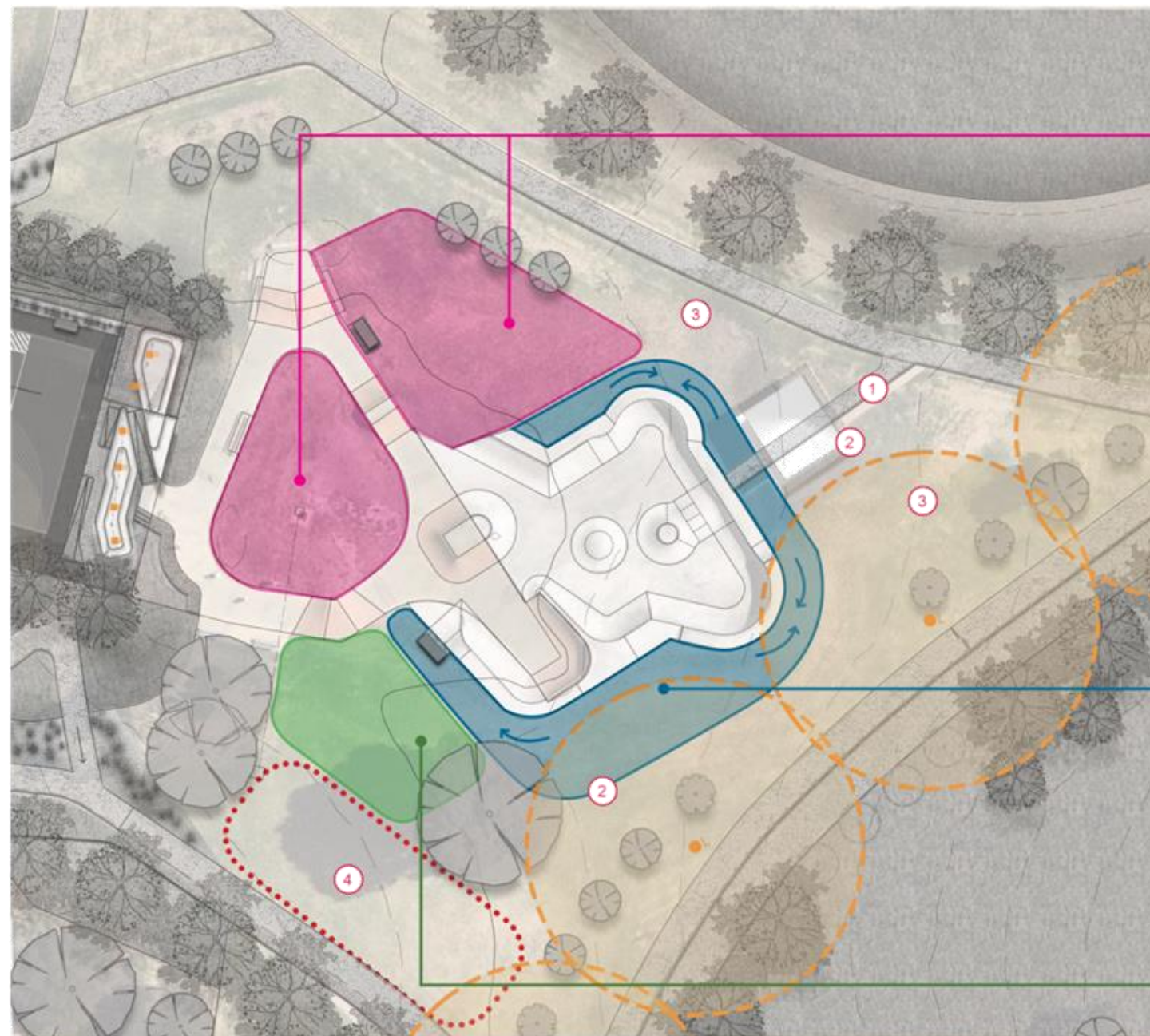
- YOUTH SPACE INTEGRATED INTO PARK LANDSCAPE WITH BATTERED GRASS MOUNDS FOR PASSIVE SEATING AND VIEWING OF THE ACTIVE SPACE.
- LARGE TREES WITH CLEAN TRUNKS ALLOW VISIBILITY THROUGH THE SITE AND PROVIDE ADDITIONAL SHADE

SCALE: 1:100 @A1



CUSTOMER	FRANKSTON CITY COUNCIL	ISSUE	A
SITE IMAGE JOB NUMBER	SM20372	DATE	30.07.2021

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SKATE PARK PRIORITY PROJECTS
SKATE PARK PRIORITY PROJECTS CONSULTATION WAS UNDERTAKEN THE SANDFIELD SKATE PARK WITH THE YOUTH SERVICES WHAT BUS. SEVERAL LOCAL YOUTH WERE IN ATTENDANCE TO PROVIDE FEEDBACK WITH FEEDBACK FOCUSING ON THE EXISTING SKATE PARK. THE MASTERPLAN HAS DOCUMENTED THE OUTCOMES OF THIS CONSULTATION BY THE INTENTION TO EXTEND THE SKATE PARK AND PROVIDE A GREATER RANGE OF SKATE EXPERIENCES AS SUMMARISED HERE.

STREET SKATE SECTION EXPANSION

- NOT MUCH FLUSH ADJACENT LAND, INHIBITING ABILITIES TO DO TRICKS
- INFILL EXISTING GRASS AREA FOR MORE WAYS TO GET THROUGH THE SPACE
- RAILS, STEPS AND SKATABLE ELEMENTS
- INVESTIGATE OPPORTUNITY TO INCORPORATE A HALF PIPE



RAMP LANDINGS

- RAMP NARROW
- REQUEST FOR BIGGER AREAS FOR FLYOUT TRICKS AS CURRENT TRACK DOES NOT ALLOW PEOPLE TO STAND AROUND AND WATCH. (CURRENT RAMP LAUNCH OUT TO GRASS)



PIPES AND SKATABLE FEATURES

- SKATABLE LANDSCAPE FEATURES
- PIPES FOR BALANCE



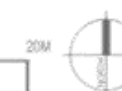
GENERAL/ OTHER IMPROVEMENTS

- 1 ADDITIONAL ACCESS PATHS
- 2 SECONDARY SHADE/ SHELTER OPPORTUNITIES WITH SEATING
- 3 ADDITIONAL SHADE TREES
- 4 CONSIDERATION OF LINK TO FUTURE FOOD TRUCK AND EVENT FACILITIES

SANDFIELD RESERVE, CARRUM DOWNS

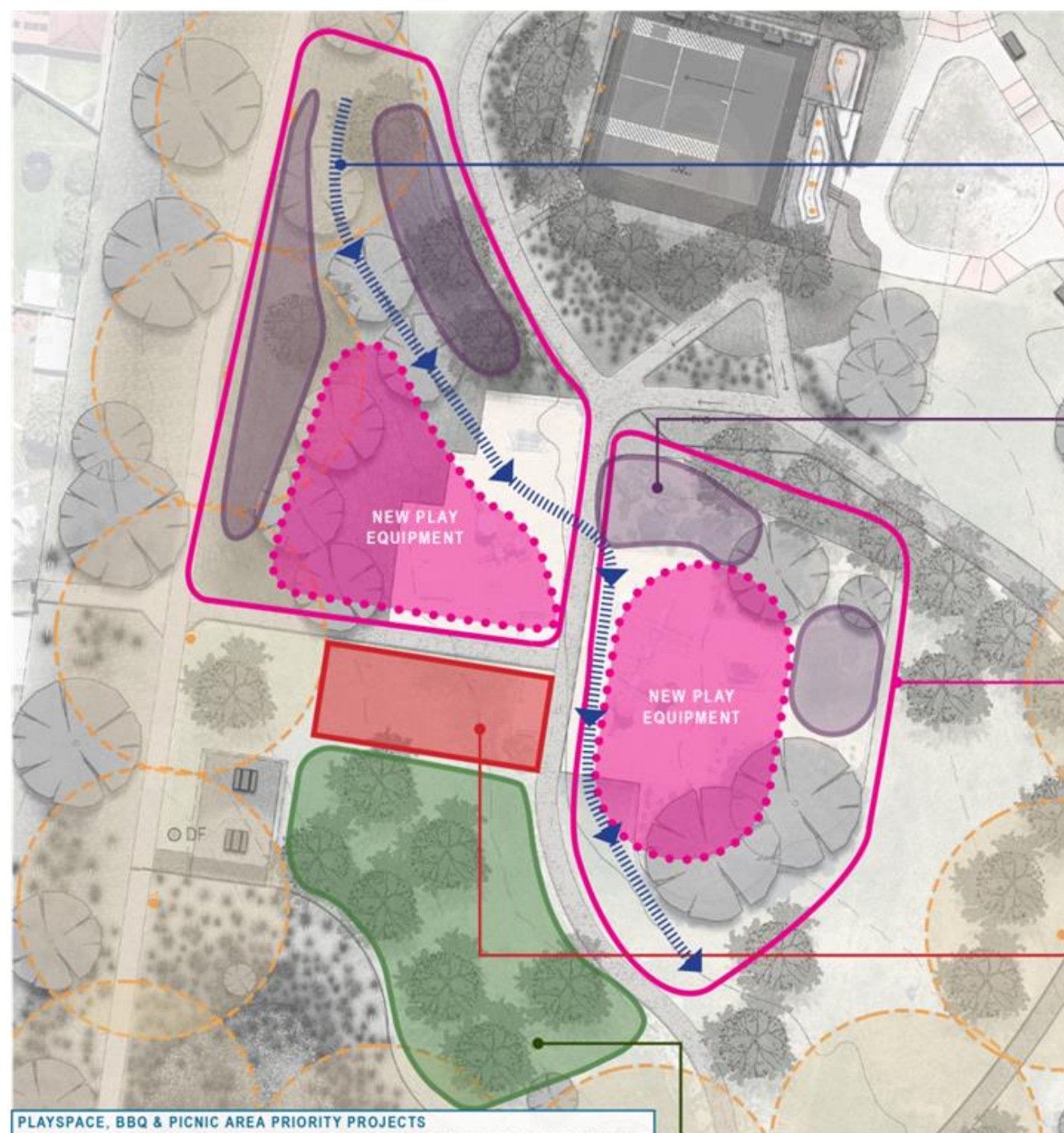
SK402 YOUTH SPACE AND SKATE PARK (EAST) IMPLEMENTATION PROJECTS

SCALE: 1:200 @ A1



CLIENT FRANKSTON CITY COUNCIL
SITE IMAGE JOB NUMBER SM20372
ISSUE DATE 04.08.2021

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ARTIFICIAL CREEK BED

- INTERACTIVE WATER PLAY

ARTIFICIAL TOPOGRAPHY

- MOUNDING
- PARKOUR STYLE ROPE PLAY

PLAY AREA

BBQ & PICNIC SHELTER/S

GRASS PICNIC AREA WITH SHADE TREES



PLAYSPACE, BBQ & PICNIC AREA PRIORITY PROJECTS

IN LINE WITH COUNCIL'S DRAFT PLAY STRATEGY, IT IS PROPOSED THAT THE RESERVE PLAY SPACE BE UPGRADED TO DISTRICT LEVEL. THESE PLAYSPACES ARE MEDIUM SIZED WITH A RANGE OF FACILITIES THAT CATER FOR ALL AGES. MANY RESERVE USERS RESIDE WITHIN THE CARRUM DOWNS NEIGHBOURHOOD AND IN SOME INSTANCES MAY TAKE A SHORT DRIVE TO ACCESS THE RESERVE.

GIVEN THE AGE OF THE EQUIPMENT IN PLACE, COUNCIL HAS PRIORITISED THIS PROJECT TO BE THE COMPLETE REDEVELOPMENT OF THE PLAYSPACE, TO BETTER INTEGRATE IT INTO THE RESERVE AND PROVIDE A GREATER RANGE OF PLAY ELEMENTS. WHILST MAINTAINING CLEAR DELINEATION AND SAFETY BARRIERS, IN RESPONSE TO COMMUNITY COMMENT.

FURTHER TO THIS, THE DISTRICT LEVEL PLAYSPACE UPGRADE WILL BE SUPPORTED BY THE IMPLEMENTATION OF A PUBLIC TOILET (SEE SK406 FACILITY UPGRADE PROJECTS) AND THE DEVELOPMENT OF BBQ AND PICNIC FACILITIES CLOSELY LOCATED TO THE PLAYSPACE.

SANDFIELD RESERVE, CARRUM DOWNS

SK403 PLAYSPACE, BBQ & PICNIC AREA PRIORITY PROJECTS

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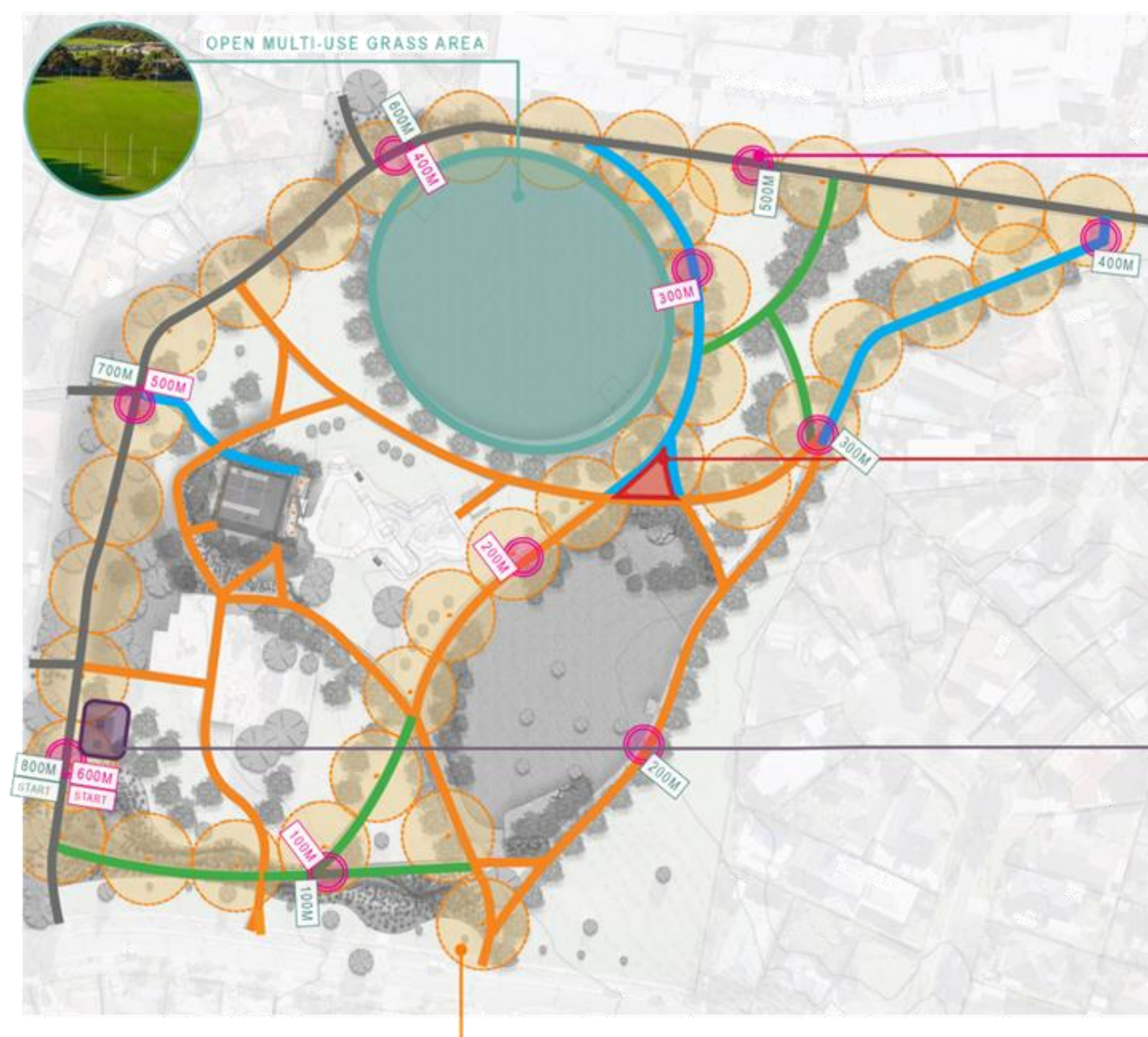
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SITE IMAGE JOB NUMBER

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CIRCUIT PATH MARKERS

- COMBINED USE OF LINE MARKING AND PHYSICAL, VERTICAL DISTANCE MARKERS



FITNESS STATION

- RUBBER SOFTFALL WITH SURFACE GRAPHICS LINEMARKING
- FLEXIBLE USE OF EQUIPMENT FOR A RANGE OF SKILL LEVELS AND AGE GROUPS



"STARTING LINE" SHELTER

- FCC STANDARD SHELTER WITH COUNCIL FURNITURE AS "STARTING LINE" SHELTER
- CONSIDER FUTURE FIXED LOCKER SYSTEM FOR SAFE GEAR STORAGE FOR RUNNING GROUPS
- FUTURE INTEGRATION OF RUNNING GROUPS SIGNAGE BOARD



CIRCUIT PATH LIGHTING

- LIGHTPOLES FOR SECURITY AND VISIBILITY, 12,500 SPILL RADIUS TO PATHWAYS



ACTIVE RECREATION PRIORITY PROJECTS

AS REITERATED BY COMMUNITY CONSULTATION, THE MASTERPLAN HAS CLEARLY RESPONDED TO THE HEAVY USE IN THE RESERVE FOR EXISTING ACTIVE RECREATION FOR A RANGE OF AGE GROUPS, AND CRITICALLY RECOGNISES THAT WALKING IS ONE OF THE MAJOR ACTIVITIES WITHIN THE RESERVE. THE ACTIVE RECREATION PROPOSALS ARE INTENDED TO EXPAND ON THE RESERVES CAPACITY TO CATER FOR A RANGE OF AGE-GROUPS AND ABILITIES NEEDS FOR PHYSICAL EXERCISE; AND ACCORDINGLY PROPOSES THE IMPLEMENTATION OF A FITNESS STATION AND OPEN BALL SPORTS AREA. THESE PROPOSALS ALSO RECOGNISE THE RESERVES CAPACITY TO FACILITATE ADDITIONAL ACTIVE RECREATION NEEDS FOR THE ADJACENT SCHOOL, WHO ALREADY USE IT FOR CROSS-COUNTRY TRAINING. THESE PROPOSALS BOTH FORMALISE AND EXPAND ON THE RESERVES CAPACITY TO FACILITATE AN ACTIVE HEALTHY COMMUNITY.

PATH TYPES



EXISTING GREY CEMENT



PROPOSED FCC SHARED PATH TO MATCH EXISTING



EXISTING FCC SHARED PATH



DROMANA TOPPINGS WITH CONCRETE EDGE/ OR BOARDWALK THROUGH WETLAND

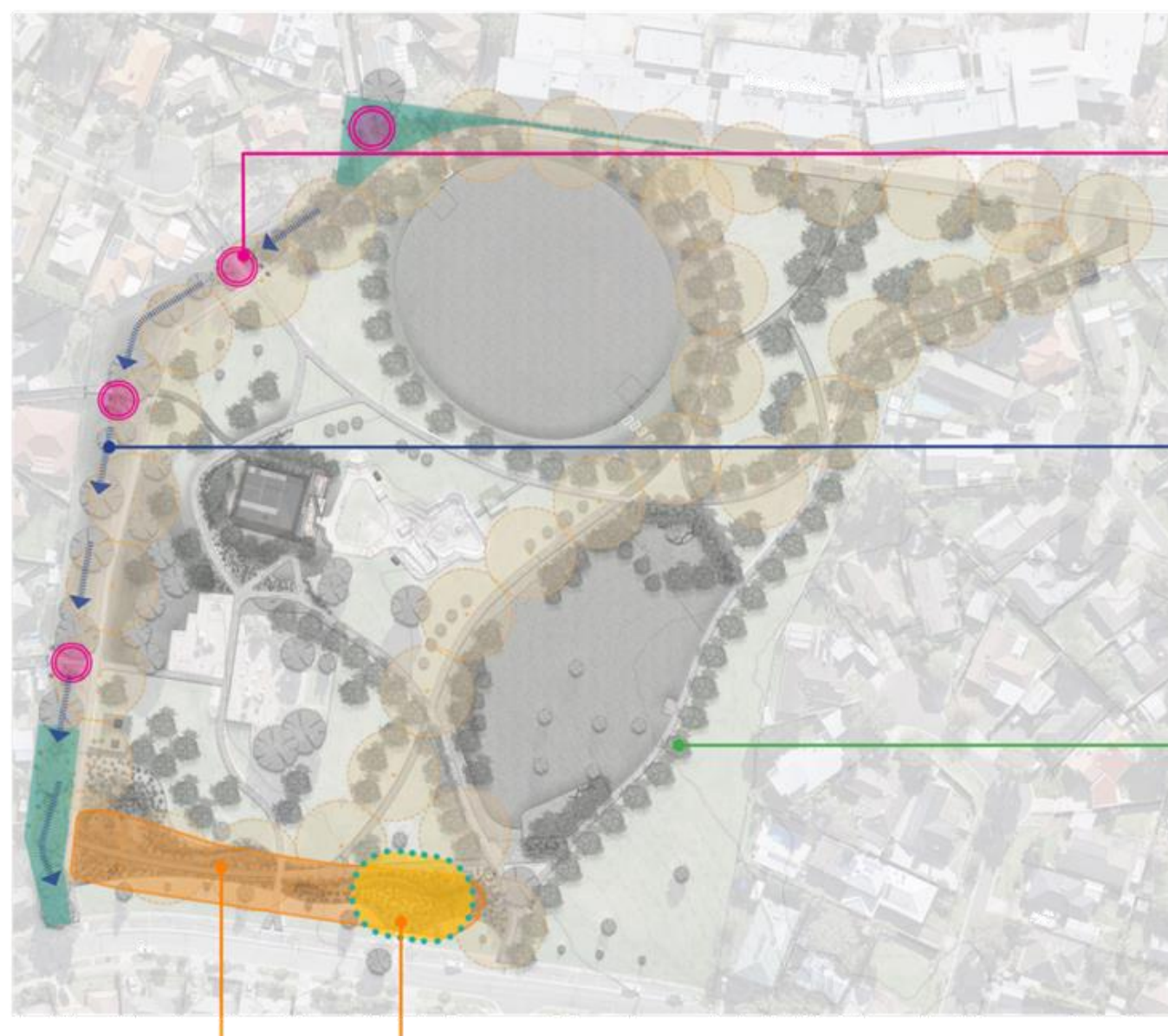
SANDFIELD RESERVE, CARRUM DOWNS

SK404 ACTIVE RECREATION PRIORITY PROJECTS



CLIENT FRANKSTON CITY COUNCIL
SITE IMAGE JOB NUMBER SM20372
ISSUE DATE 04.08.2021

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DRAINAGE INFRASTRUCTURE & ECOLOGY PRIORITY PROJECTS

SHORT TERM GOALS FOR THE IMPLEMENTATION OF COUNCIL'S WATER SENSITIVE URBAN DESIGN GUIDELINES WITHIN THE RESERVE ARE ALSO INGRAINED IN KEY PROJECTS SUCH AS THE REDEVELOPMENT OF THE YOUTH SPACE AND THE PLAYSPACE. IN ADDITION, RECENT TREE PLANTING AND FURTHER OPPORTUNITIES WITH SHORT TERM PROJECT IMPLEMENTATION WILL WORK TOWARDS BRINGING TREE CANOPY TARGETS IN LINE WITH URBAN FOREST ACTION PLAN. THE GAIN IN TREE CANOPY WILL ALSO PROVIDE ADDITIONAL HABITAT, BIODIVERSITY SERVICES AND MITIGATE HIGH HEAT VULNERABILITY IDENTIFIED IN CARRUM DOWNS.

IN ADDITION TO THESE ECOLOGICAL IMPROVEMENTS ASSOCIATED WITH SHORT TERM PRIORITY PROJECTS, THE MASTERPLAN PROPOSES LONGER TERM INFRASTRUCTURAL DRAINAGE PROJECTS WHICH FURTHER EMBRACE THE POTENTIAL TO IMPROVE LOCAL HABITAT VALUES, AMENITY AND EDUCATIONAL OPPORTUNITIES WITHIN THE RESERVE. THESE INCLUDE THE IMPLEMENTATION OF AN ARTIFICIAL CREEK SYSTEM WITH BUFFER PLANTING ADJACENT TO SANDFIELD RESERVE AND THE IMPROVED TREATMENT OF WATER ALONG THE NORTHERN AND WESTERN BOUNDARIES

CATCHMENT FILTRATION POINTS

- SMALL WSUD STYLE INTERVENTIONS TO REDUCE WATER BUILD-UP
- IMAGE SOURCE (RIGHT): FCC WSUD POLICY DOCUMENT



SWALE DRAIN

- SWALE DRAIN TO WESTERN PERIMETER FOR CONTINUOUS WATERFLOW FROM NORTH TO SOUTH WHERE SITE FLOOD AND BECOMES MUDDIEST MOST
- IMAGE SOURCE (LEFT): FCC WSUD POLICY DOCUMENT



TREE PLANTING

- NEWLY PLANTED TREES ALONG PATHS TO PROVIDE SHADE



DRY CREEK BED/ FRANKSTON IWAP BIO-RETENTION PROJECT

- DRY CREEK BED WITH TREE PLANTING & LARGE ROCK INTERVENTIONS TO PREVENT BIKES FROM ENTERING THE SITE
- ROCKS NEED TO BE LARGE AND SECURED
- AVOID SMALL PEBBLES
- TREATMENT SYSTEMS SUCH AS TIERED LINEAR SYSTEM TO BE CONSIDERED DURING DESIGN PROCESS



WSUD SWALE PROJECTS

- WSUD SWALE TO NORTH AND SOUTH OF SITE AS AREA PRONE TO MOST WATER INUNDATION
- IMAGE SOURCE (RIGHT): FCC WSUD POLICY DOCUMENT



SANDFIELD RESERVE, CARRUM DOWNS

SK405 DRAINAGE INFRASTRUCTURE AND ECOLOGY PRIORITY PROJECTS



CLIENT FRANKSTON CITY COUNCIL
SITE IMAGE JOB NUMBER SM20372
ISSUE DATE 30.07.2021

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FACILITY UPGRADE PRIORITY PROJECTS

COUNCIL HAS RECOMMENDED THE FOLLOWING ITEMS AS IMMEDIATE PRIORITIES FOR IMPLEMENTATION WITHIN THE PARK TO REDUCE SOME OF THE IMMEDIATE CONCERNS AROUND WASTE MANAGEMENT:

- TRIAL A DIFFERENT BIN TYPE (NON-FLAMMABLE BIN WITH METAL RECEPTACLE) TO TRY AND ADDRESS WASTE ISSUES AT THE SKATE PARK
- MONITOR THE WASTE ISSUES WITH THE OPERATIONS AND WASTE MANAGEMENT TEAMS AND MAKE ANY REQUIRED ADJUSTMENT TO THE BIN LOCATIONS IN THE RESERVE.

IN ADDITION TO THESE IMMEDIATE PRIORITIES, THE MASTERPLAN INCLUDES THE DEVELOPMENT OF A SERIES OF PROJECTS TO IMPROVE THE OVERALL FUNCTION OF THE RESERVE INCLUDING PROVIDING A PUBLIC TOILET, SEATING AND ADDITIONAL SHADE FOR PARENTS COLLECTING THEIR CHILDREN FROM SCHOOL AND THE PROVISION OF INFRASTRUCTURE FOR FOOD TRUCKS WITHIN THE RESERVE AT BOTH A LOCAL (WEEKEND COFFEE VAN) AND LARGE EVENT (SCHOOL/KINDERGARTEN FETE/COMMUNITY EVENT) CAPACITY

COMMERCIAL ACTIVITIES IN PUBLIC

- PROPOSED FOOD TRUCK AND EVENTS ACTIVATION SITES TO EXPAND THE COMMERCIAL ACTIVITIES IN SANDFIELD RESERVE TO THE PROPOSED DEDICATED EVENTS AND ACTIVATION SPACE AND INCLUDE PROVISIONS FOR POWER TO SUPPORT A DIVERSE RANGE OF ACTIVATIONS.



COMMUNITY MEETING PLACE/ SCHOOL COLLECTION ZONE

- ARRAY OF SHADE TREES AND OPEN SPACE FOR GATHERINGS
- SEATING OPPORTUNITIES/ NODES WITH TREE SHADE



PUBLIC TOILETS

- PASSIVE SURVEILLANCE FROM STREET AND ADJACENT TREES MAKES A GOOD PUBLIC TOILET LOCATION REPELLING VANDALISTS.
- HIGH VISIBILITY



RUBBISH BINS (ADDITIONAL)

- GENERAL WASTE AND DOG WASTE BINS IN 2X ADDITIONAL ACCESS LOCATIONS (TO MATCH EXISTING)



SEATING

- NEW SEATING NODES AND OPPORTUNITIES ALONG PATHWAYS TO MATCH EXISTING BENCH SEATS



SANDFIELD RESERVE, CARRUM DOWNS

SK406 FACILITY UPGRADE PRIORITY PROJECTS





Sandfield Reserve Master Plan

Community Engagement Summary – August 2021

At its meeting on Monday 19 April 2021, Council endorsed the Public Exhibition of the Draft Sandfield Reserve Landscape Master Plan for a period of 6 weeks commencing Monday 26 April 2021 and notes a report will be presented to Council no later than August 2021. Feedback in this report was received during the exhibition of the Draft Master Plan in 2021.

Online Survey Responses

1 How old are You? (83 out of 86 people answered the question)

Age	%	No. of Responses
Under 10	0%	0 responses
11-17	0%	0 responses
18-25	7.2%	6 responses
26-45	63.9%	53 responses
46-60	19.3%	16 responses
61-80	9.6%	8 responses
Over 80	0%	0 responses

2 How do you normally travel to Sandfield Reserve?

84 out of 86 people answered the question

Mode of Transport	%	No. of Responses
Walk	79.8%	67 responses
Car	36.9%	31 responses
Bicycle	22.6%	19 responses

3 Who do you normally come to Sandfield Reserve with?

- 83 out of 86 people answered the question

Mode of Transport	%	No. of Responses
Your children	66.3%	55 responses
Your dog	48.2%	40 responses
Your friends	34.9%	29 responses
Your grandchildren	13.3%	11 responses
Your parent/carers	10.8%	9 responses
Your grandparent	2.4%	2 responses



4 Where is the best place for the play space at Sandfield Reserve?

- 79 out of 86 people answered the question

Option	%	No. of Responses
Option 1 - Keep the playground in the same location close to Sandfield Drive	65.8%	52 responses
Option 2 - Install a new playground closer to the school and kinder	34.2%	27 responses

5 What would make you visit Sandfield Reserve more often?

- 85 out of 86 people answered the question

Intervention	%	No. of Responses
A public toilet	65.9%	56 responses
Improved paths and lighting for walking and exercise	64.7%	55 responses
Upgraded playground	57.6%	49 responses
Picnic and BBQ facilities	55.3%	47 responses
Community Events and activation including food trucks	50.6%	43 responses
More tree planting and shade	48.2%	41 responses
Upgraded youth space	47.1%	40 responses
Outdoor Fitness Equipment	37.6%	32 responses
Other	7.1%	6 responses

Other Responses -

- A small fishing pond. Like what you see around the Sandhurst golf club.
- If there was access to netball rings where the basketball is... everyone installs basketball rings but not netball, considering you have FDNA in your area, free access to netball rings would fantastic!
- Better maintenance, upkeep and security. Less dog poop and rubbish. Security cameras.
- Its a lease free dog park .ive been walking there twice a day for the last 10 yrs,get your filthy hands off our park,its fine the way it is.if the state gov didnt allow for an oval for the school bad luck.put some bins in & another poo bin at rowellen end
- better fenced area for off leash dog play with plenty of trees and bushes and undulating landscape that engages dogs
- Keeping it a dog off lead park. I like need to walk 5000-10000 steps daily. My dog needs a lot more than this



6 What would you like to see in an upgraded play space?

- 79 out of 86 people answered the question

Intervention	%	No. of Responses
Improved shade and seating	63.3%	50 responses
Adventure play (Ropes/Rock Climbing)	62.0%	49 responses
Nature based play	59.5%	47 responses
Swings/Slides	41.8%	33 responses
Sensory play	40.5%	32 responses
More inclusive play	24.1%	19 responses
Other	7.6%	6 responses
Other Responses - <ul style="list-style-type: none"> Netball rings Water play. Musical play. Seated flying fox. In ground trampoline/jumping play. I rely on walking my dog off lead each morning around the park. Please don't take this away! None A large hill climbable by old tyres, with a huge slide from the top Space for me to walk with other dog walkers all off lead. Skate park area and seats enclosed so other waste food broken glass and assorted rubbish does not attract dogs 		

7 What would you like to see in an upgraded Youth Space?

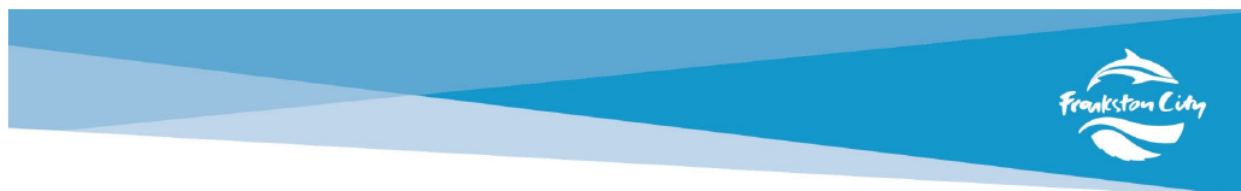
- 79 out of 86 people answered the question

Intervention	%	No. of Responses
Upgraded multi use court and hit up wall	74.7%	59 responses
More adventurous play for older children and youth	55.7%	44 responses
Improved Shade and seating	51.9%	41 responses
Climbing Wall	40.5%	32 responses
Other	6.3%	5 responses
Other Responses - <ul style="list-style-type: none"> Removing the skate park will reduce litter, graffiti and make the park feel safer and family friendly Small fishing pond so kids and families can spend quality family time fishing Bins and security cameras. The current "youth space" is disgusting and I have had to call the council to have glass and rubbish removed Rubbish bins. Tables and seats. Gates that stop motorbikes and motorised bikes riding into and through park. Everyone knows this happens and the busier the park is an accident is more likely to happen Security cameras. Table tennis. 		

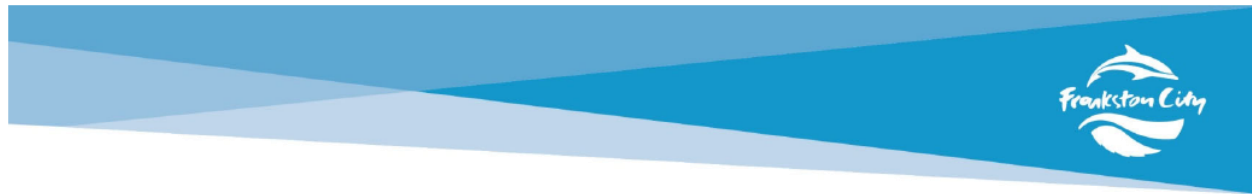


8 Do you have any other thoughts or ideas for Sandfield Reserve?

- I live in Sandfield Dve across the road from the park. Speed humps or a fence need to be installed before a child or dog are hit by a speeding car
- Give some land to Rowellyn Park Primary School. So many kids in the school and very little playground space. This would benefit the school and community greatly
- You need to add bins
- Netball rings where the basketball area is, not is very much under represented
- Creating a fence at the lower end of the park that is pet friendly to keep them enclosed within the park. Adding additional bins with dog bags and taps that are dog friendly would be great. I go to the park everyday with my dog, there is a real community there for dog owners. We are the ones who use the park the most and respect it greatly. Please keep this in mind when deciding what is best for the park and the community
- The multisports court needs soccer goals and a roof
- Fenced and floodlit street synthetic soccer pitch, same as the Dandenong pop-up park
- Parking for school pickups which will take the cars off the streets which can be dangerous for children
- Maybe also include some fun jumps or play equipment in the off leash dog area.
- Such a huge space it's let down by now having a public toilet
- Don't have a leash free dog area. You can guarantee people will assume the whole park is leash free and there's nothing worse than having dogs run up to your kids, who are nervous with dogs, when your trying to have a nice time at the playground. With some of the, less than responsible, dog owners I've seen in Carrum Downs, this is asking for an biting incident. Dogs have Banyan reserve, let the kids have somewhere safe.
- Public toilet is needed as no other reserve in this area of Carrum Downs has a public toilet eg no toilet at the Rotary Park, the park on Lyrebird has no toilet
- It needs public amenities
- It desperately needs a massive upgrade. Also there needs to be taken into consideration security features if this was to happen as the local youths like to hang there at night. We don't want them to ruin all the new equipment
- More bins and lighting and if these changes go ahead you need much more car parking or it will be a disaster in Sandfield for parking
- Secured Dog enclosure
- More lighting for the paths especially public toilets and bbq facilities so it's not only a pass through but a place to congregate and spend time
- Provide habitat boxes for local wildlife. Remove tennis wall as kids just smash glass against it. Lighting should be sensor activated so you don't contribute to light pollution for the birds & insects. Make the rest of the park outside of the dog park on leash. Don't put the playground near the school there is nowhere to park. More bins. Try to do something about the vandalism



- Seating and shade near the park entry/exit to Rowellyn Park Primary School
- Public toilets!! Nice ones!
- The park needs to remain an off leash area, I have a chihuahua & it will not be safe for her to be in a small enclosure with other big dogs. We have walked at this park 5 times a week minimum since moving here, there's a lovely group of dog walkers that nest daily to walk laps, with their dogs off leash, everyone loves it, this will be putting an end to that. Please reconsider as there is nowhere else I can walk her, she refuses to walk on a leash
- Definitely needs a public toilet particularly when a lot of kids/families use the area
- Kids signed bike track. (Eg: stop, go, give way signs)
- A community garden would be really nice
- Water play area
- Don't forget all the other Carrum Downs parks. They need upgrading too due to all the new housing being built
- More bins especially near the skate park
- Small fishing pond so families can get out in nature and enjoy quality time.
- Make the park on leash outside of the fenced in dog park.
- Please don't make the park an offleash, I've been walking my beautiful well behaved dog there everyday twice a day for 8 years. We have such a strong loyal dog group that have become a livelihood for us all. Most of us are great dog owners that do the right thing. Thankyou
- An adequate car park for both school, kinder, maternal health nurse and park is an absolute Must! There is Extremely limited park for any of these places. Especially for Rowellyn Park Primary school as the attendance number grows in the future and will only get worse. It is dangerous and buses almost have accidents because there are so many cars on the roads trying to park. Cars have accidents regularly. Police have to come and direct traffic, it's a huge issue that will end up with a dead child one day if something isn't done about it and Sandfield Park has the only space for it.
- I think the park should be off leash it is in close proximity to two educational facilities and has 2 playgrounds. Residents especially a local dog walking group have shown their lack of care for children and adults in the park. Pretending that it is the first time their dog had chased a child putting it back on leash only to be seen moments later letting the dog off the leash again. My daughter has had to leave the playground after local residents have let their off leash dog in the playground even letting it come up the equipment. The gates often don't work to the playground either.
- We would love more trees, seats, picnic/bbq areas & just general spaces we can enjoy. Gardens and trees to make it look nice would be awesome & I know my fiancé would love the oval with goal posts
- Dogs should be permitted to walk off leash also as we are one of many that has been walking our dog there with at least 20 other dogs and their owners for a very long time.



- A sculpture walk. Community art.
- In built trampolines
- Rowelyn end feels unsafe, large tree blocks view and there is a "blind spot", walking alone is a concern. If you are at the park in the evening, it feels unsafe with the large number of teenagers. Playground needs shade, and some updated equipment. I think it needs to be considered if doing all these upgrades with prevent/ limit the amount of graffiti, what will you do differently? I don't think a football oval is required, leave the open space for non specific play. There are still some incomplete paths (gravel).
- Replace current parralell parking spaces by cutting into the park and making angled parking instead
- Definatly needs a toilet. It's a long walk to the shopping centre or home. Also the multi-use court needs to be a full sized basketball court, only 1 tiny group can currently use a 1/2 court. This opens it up to basketball/soccer/netball simultaneously. The court needs a low level fence of some sort around the perimeter to contain wayward balls. It also needs a simple roof, so it can be used for the 139 days a year when it rains and makes it more comfortable in the summer.
- The multi-purpose court must be full-sized complete with with basketball rings and soccer goals all contained under a roof
- Have a look at the undercover outdoor basketball court at Lighthouse Christian College in Keysborough. This would be ideal and not expensive.
- Full sized synthetic basketball court under cover for use in all conditions
- As a local resident and rate payer, I am appalled at 2 things - limiting the only decent sized offlead dog park to an area too small to exercise most dogs, whilst creating a fenced area which can lead to dog fights, as there are too many dogs in too small a space. Small, young and old dogs can't comfortably and safely be in an area, where large, boisterous dogs are playing, and it is best practice to have 2 separate fenced areas, which are clearly marked as strictly for large or small dogs, to lessen the risk of dogs being hurt or scared. Both these 2 areas should have sensory items in them - trees, water to cool off in, low ground cover greenery that is safe for dogs to smell, and their own double gated entrance point, dog poo bin and very clear signage indicating which area is for large/medium dogs, and which is for small dogs. Council should also install signage with information that assist uneducated dog owners about dog body language, appropriate play styles, when to leash their dogs (if they are being a nuisance to others), etc. Lastly well trained, less dog-social dogs should still have access to walk offlead right around the park or throw ball for them in the large grassed area, as we always have. If the fenced area is the only space, dogs like mine and many others will no longer be able to use our local reserve at all! My second issue is changing the current open grassed area into a sports field with goal posts and cutting it off from the remainder of the park. This open space has always been used for casual family and dog related activities (kids kicking footballs, dogs chasing balls, etc), and it is desperately needed to have open, well drained, grass areas for everyone to use. With every other decent sized reserve in the area used



exclusively for formal sport activities, it is simply unfair to the rest of the community, to remove the one open grassed space from being used for dog or children play. This feedback has been suggested before, and I would hope that this time, it will actually be considered!!

- Toilet block
- Definitely needs a community garden, astroturf soccer pitch and public toilet. There is currently not much on this side of Carrum Downs. All the facilities are far away on Wedge road
- The dog walking community is huge. The path around is my motivation to get up each morning and walk and socialise my dog. I do 5 laps each morning around the entire park. If we get restricted to just the pen, it won't be enough. There are not enough off lead dog areas anymore. Please do not take this away.
- Fantastic plan
- These places need to be more 'special needs' friendly
- Several toilets in different locations. More bins, regularly emptied. A youth centre that is staffed, including evenings and weekends. Great opportunity to engage with local kids.
- I would like it if the park remained an off leash park in the outer parimeters
- Toilet amenities are most definitely required
- More off leash dog play areas and socialisation for pets
- Management of dog owner responsibility of dog waste disposal especially near the school
- Can we get a roof over the skate park and basketball court and shade sails over the playgrounds, so the kids can use them all the year round.
- I would like this space to only have dogs in the fenced. As I back onto this reserve and are sick of the dog poo not being picked up in area.
- Covered and floodlit futsal court and large community garden
- We really enjoy walking in a group with our dogs off leash. This has enabled the single people who are living alone to be part of a walking community. This helped them all to maintain good mental health.
- Toilets & rubbish bins at both ends ,park is a pigsty,a disgrace &
- How about an oversize chess set. Also, I think the new skatepark is fantastic and a good place for kids and young teens to be able to congregate, they have to go somewhere and there are not enough places for them.
- Listen to the people who currently use it 7 days a week. 360 days a year. Walkers who walk their dogs off-lead (safely) and less to people who may come infrequently.
- Better signage to the reserves from other streets
- Lighting and safety
- It could be such a nice area, if people were to clean up after themselves/their dogs. It's not just on the grass either, but on the paths. If people can't be fined, perhaps some signage requesting people clean up, might help.



Email Response Summary

Response #1

I live Carrum Downs & ... about the reserve, I have 3 concerns about the proposed plan.

1. Re :EXPLORE OPTIONS FOR REMOVAL OF FENCES OR LEAVING GATES OPEN FOR COMMUNITY ACCESS

The gates & fences were brought in for protection of the neighboring streets. Sometimes people were going down at nighttime, vandalising on their way to the park. Since these gates were erected, these night incursions are rarer. Sometimes the people who open & shut the gates do forget to open them (which can be annoying for all). However all in all, the gates do serve a purpose. I know that as I bought a house so close to the reserve, that there would be some issues but the gates do keep the night issues at a minimum. Some teenagers still climb these gates but it is still fewer than without gates.

2. NORTHERN WSUD INTERVENTIONS TO TREAT SITE SURFACE WATER AND REDUCE FLOODING ALONG SCHOOL BOUNDARY

I am concerned that these alterations may help the school but cause flooding at the back of my property or next to it. It may cause water to pass through my backyard to get to Maplewood court (which is the lowest point & water flows to the lowest point). I understand the need but hope that my concerns will be addressed.

3. I am concerned that if there is a football field placed near my backyard, that the balls will come flying onto my roof & property. It will be very close to my back fence. Will there be a tall wire fence or some protection built to stop this happening?

Finally I would also hope that maybe some exercise equipment for adults could be placed in the park. Maybe they could be replaced where you are removing the junior playground. Thank you for taking my concerns.

Comments –

- Existing gates will be retained in response to community feedback.
- Any drainage improvements would ensure that neighbouring properties aren't impacted and site drainage would be directed to the drainage discharge point at Sandfield Drive.
- The 'football field' won't be used for competitive matches, it is to provide a flat open grassed area that people can play kick to kick, or throw a Frisbee, or other informal ball sports. The proposed goals are located a minimum 25m from the closest residential fence, additional tree planting to the existing pedestrian path is proposed to provide a barrier for any errant balls or other objects.
- Fitness equipment is identified in the Master Plan.



Response #2

I have reviewed the master plan for the park in Sandfield Drive and have number of concerns about this grandiose plan. Firstly, I must admit that it does look impressive but my concern is that it's too much for the area and will attract way too many people to the park causing serious parking and traffic issues. I live... (nearby) and have run my business from home since 2006 and that end of the street where the park is has always been a concern no matter which way you're travelling.

Improvements were made a few years ago when parking spots were made into the nature strip along the front of the park. This has helped along with the recent pruning of trees on the opposite side right where the road curves on the residential side. This has helped to avoid a head on collision but the risk still remains especially if there are cars parked on, or next to the nature strip blocking your view on the same side. I've had plenty of near misses because you just can't see until it's nearly too late. I feel that this major upgrade to the park will make the traffic problem far worse and a greater concern for the general public including parents picking up or dropping off their children to walk through the park too and from school, as the street gets very busy at those times.

Another concern to some of the residents I've spoken to is the fear that speed humps will be put in the street and all were crystal clear that this is NOT something they want and nor do I. Some residents in the street including myself own classic cars and we abhor them so the last thing we want is to have them in our street. The round-about at the other end of Sandfield Drive and Greenwood Drive is bad enough and should've never been put in. The other reason I'm against this is because I carry ... tools (and equipment) and work mobile... Personally I'm sick and tired of the streets being turned into obstacle courses and no regard is placed on tradesmen who have to fight these things in commercial vehicles. I had previously raised this concern about speed humps in the street at a Council meeting years ago at the Lyrebird Community Centre and made the suggestion that I feel it would be better to cut off the street at the intersection at Sandfield Drive and Woodvale Drive to vehicles and have it open to pedestrians and bike riders only. The reason why I raised this is because Sandfield Drive is too narrow for it's length. This would also effect me and was knocked back at the meeting. So my question is how will the new influx of traffic be managed? I would like to be contacted about this!

Comment -

Council is currently investigating the traffic and vehicle speeds in the vicinity of Sandfield Reserve along Sandfield Drive. In collaboration with Department of Transport, we are reviewing the speed limit to provide a safer road environment for residents, school and other road users. As part of this process, we will monitor the situation and also give consideration to further measures where appropriate, in consultation and with support from the community.



Response #3

Good Afternoon,

Thank you for taking my call and answering my concerns regarding the facilities at Sandfield Reserve. As discussed being a Mum and taking the kids out and about to the local parks there are extremely limited toilet facilities in our area of Carrum Downs so I was suggesting it would be fabulous if we could arrange for this to be looked at as part of the Sandfield Reserve upgrade.

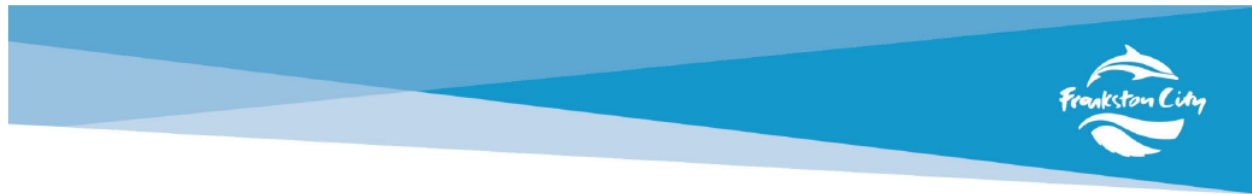
Comment - A toilet is proposed as part of the final plan.

Response #4

I am writing to you as a resident that... I would like the reserve to be a dog off Leash park to be contained to the fenced in area only. I am aware of the people that walk their dogs daily. They have a large number of dogs that run free and I feel that it is unsafe for small children and have seen this first hand with my grandson being knocked over by one of these dogs. I am also sick of the amount of dog poo that is left around the reserve and the consistent barking of dogs. I would like to see the park used for more people than dogs.

Comment –

The future status of the reserve in relation to dogs on or off lead, will be considered as part of Council's Domestic Animal Management Plan. The community has responded positively to the recent opening of the new fenced free roam area. The Compliance and Safety Department will continue to monitor behaviours and any new community concerns or requests over the next 12 months to assess its future status as a free roam dog reserve. Any change to this status is required to be undertaken in accordance with a statutory process that allows for the community to respond.



Response #5

Hi, I live in Sandfield Drive across the road from the park. I am very concerned with the development of the park. It is only a matter of time before a child or dog is hit by a car speeding along Sandfield Drive, council must address this issue prior to any improvements.

My other concern is the park is leash free for dogs and due to this created a great community group of dog walkers. There are a lot of rumours the only area to have a dog off lease will be in the caged area, that is too small to throw a ball and walk your dog in.

There are minimal lease free parks in Carrum Downs. I would appreciate if council can promise the entire park will remain lease free, as it has been for the past 21 years when I moved here.

Comments –

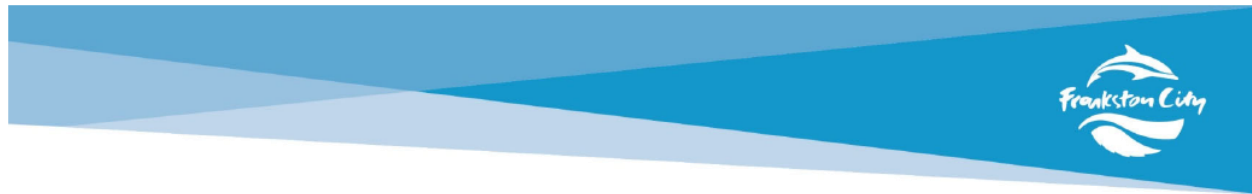
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Response #6

I am a resident living on Sandfield Drive, right across the road from the Sandfield Reserve. I am THRILLED with this submission and welcome all the changes that have been carefully thought out and put forward. I can't wait! So excited!

Thanking Frankston City Council and the Designers of this project.

Comment – Noted



Response #7

I am writing to air my disappointment on the new plans for Sandfield Reserve. I and many people have been walking our dogs daily in this off leash park and now you want us to put our dogs in an off leash area that is way too small, uneven grassed surface and not a valid option for both us and our dogs to gain exercise. We have walked many a lap around this park for many years without an issue and now we are being told if our dogs are off lead we must use the dedicated dog area.

If this is the case you will lose many local people to this park and also invite local youth to take over the area with continual bad behavior, including loud music, swearing and vandalism all of which we see at this park on a consistent basis. Also motorized bikes and mini bikes honing around tearing up the grass, of which has been reported to police on many occasions. At least with us dog walkers frequently visiting the park the kids in most cases feel obliged to behave when we are present. I do understand the need to accommodate for the youth in the area but I also firmly believe your off leash dog plan will be detrimental to this area. We need a mix of families, dog walkers and youth to enjoy this park without restriction, surely cater for the majority not the minority.

I would also encourage a toilet site and BBQ area which would certainly appeal to young families. I would really appreciate some feedback to my email.

Comments –

The future status of the reserve in relation to dogs on or off lead, will be considered as part of Council's Domestic Animal Management Plan. The community has responded positively to the recent opening of the new fenced free roam area. The Compliance and Safety Department will continue to monitor behaviours and any new community concerns or requests over the next 12 months to assess its future status as a free roam dog reserve. Any change to this status is required to be undertaken in accordance with a statutory process that allows for the community to respond.



Responses #8 & #9

Our back fence is on the Reserve where they are proposing to put the Outdoor Fitness area and lighting. This area is ... (close to) our 2 bedrooms, which we are NOT happy about. We would like to have a meeting with a member of the Planning Committee to show someone our concerns.

Since the extension of the skate ramp, we have endured many acts of vandalism including graffiti on our fence and smashed bottles and rubbish strewn through-out the park and also anti-social behavior, including loud music, screaming up to 3.00am on numerous occasions. There has also been several occasions of monkey bikes roaring around the park, we have called the Police several times to no avail. Fires have also been lit in the rubbish bins. These people that frequent the Skate Park need to be educated NOT to be FERAL. We would appreciate some correspondence as soon as possible please regarding this matter.

Comments –

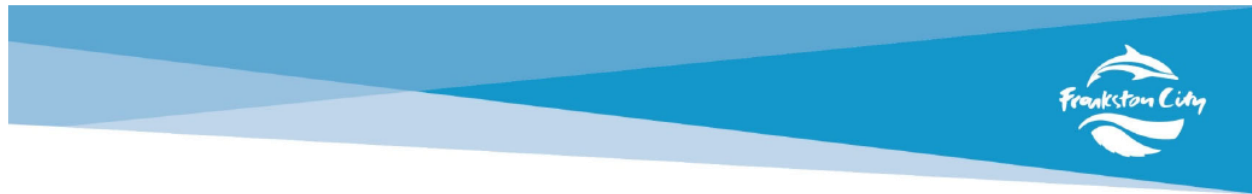
- 2 new bins have been installed as part of the delivery of the Off leash dog park to help address existing waste issues. Additional bin locations have been identified as part of the Master Plan. Rubbish has been an ongoing issue at the Skate Park with bins previously being set alight near the skate park. It is recommended to trial bins that are non flammable to address the issues.
- The residents were contacted by a Council Officer and a site visit was arranged to assess the proposed location of the Outdoor Fitness area. The location has been updated in the Final Plan to be a greater distance from residential properties. Additional feedback was submitted via email based on discussions with the residents as outlined below;

Response #9

Thanks for coming out to look at our concerns. It was much appreciated. Just in regards to the gates on path ways into the reserve ,The park feels much safer with those gates shut at night. We had a very bad experience roughly 15 years ago before the gates where installed. There was a big gathering of people at the skate ramp . Short story about 1.00am a mob of these people started smashing peoples windows including ours and our neighbours .As soon as the police turned up the offenders bolted out all the court exits. I think the locked gates deter this sort of activity.

Comment -

The recommendation to review the gates has been removed from the final plan with the existing gates retained in response to community feedback.



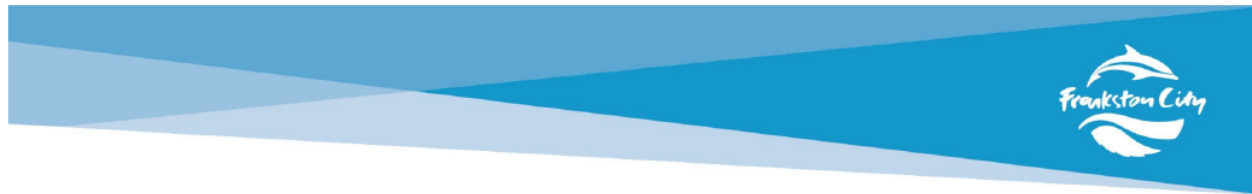
Response #10

I have a few ideas for the Sandfield reserve upgrade :)

- Fenced in toddler area! (it can be so difficult to juggle multiple children when doing it alone. A big part of why I didn't get out much when I had baby #2 is because my toddler would run off and I couldn't keep up with him. If there could be a fenced in toddler playground/area, with access within it to some grass to sit on instead of mulch, this would be perfect for parents and children, and would help new mums venture out of the house, giving us perfect opportunities to meet other families too, which is extremely important for our mental health and well-being.
- Multiple gates for this fenced area would also be great for accessibility to different parts of the area too. Sand pit play area with an excavator and water play area. Or an area combined with the two.
- Adequate shelter for all areas! This is a must.
- Appropriate Placement of swing sets. It's not nice for children on the swing when the sun is directly in their eyes. Otherwise appropriate shelter placement for swings.
- BBQ's and undercover tables/seats
- Toilets
- If playgrounds are getting upgraded, I suggest wooden, sheltered playgrounds with safety barriers surrounding the equipment walkways so that toddlers can safely walk around and explore.
- Mini Trampolines
- Soft fall ground
- Football goals
- Cricket nets

Comment –

- BBQ and picnic facilities are proposed in the Final Plan
- The play space will be upgraded with consideration of recommendations from the Frankston Play Strategy, but a more integrated playspace is proposed as part of the plan. Draft recommendations identify Sandfield as a fenced play space with shade provided.
- Toilets are proposed in the Final Plan with the location to be determined with further investigation to available service connections.



Response #11 & #12 – The resident sent 2 responses.

We are dog owners, as well as keen and frequent users of Sandfield Reserve. I wanted to firstly applaud Frankston Council for the installation of the new dog enclosure section, the planting of new trees, improved paths and the installation of new rubbish bins and dog faeces bins. I also love your intention to enhance park amenities with improved lighting and new seating.

I would like, however, to caution Council on any proposed limitation of dog access by calls to enforce on-leash sections in the park. At 6am, for instance, the only users of the park are dog walkers. The ability of dogs to run in the section of the park closest to the school is a freedom that impinges upon no one. It would be unfairly restrictive to enforce on-leash expectations at such times.

Furthermore, while the dog enclosure is wonderful, there are occasions when more boisterous dogs are at play in both sections of the dog enclosure, and it is unfair to expect that smaller or more timid dogs have their freedoms curtailed in the rest of the park as a result of their having to avoid the dog enclosure at those times.

By and large, dog owners have demonstrated responsibility in their usage of the park. Problems have only arisen when dogs have been attracted onto the skate-park section by the rubbish and discarded food stuff that is often littered there. As well as being an eyesore, such discarded food is often dangerous for dogs, the discarded food becomes a temptation too great for even the best-behaved canines, the broken glass dangerous for young children, and the litter a turn-off for the skating area's usage by wider family groups.

There need to be more bins in the skating area. I realise that the problem has been that youths have been setting fire to the bins. However, it seems an unacceptable cop-out for the Council to simply give up and remove the bins. The month last year when the two new skating bins were temporarily in use was a brief respite during which the litter significantly decreased. The litter returned (worse, especially during the hard rubbish collection) after the bins were removed.

The simple solution would be to install brick or metallic bins. Yes, a little more expensive, but the pay-off would be the capacity to keep this wonderful park free of litter. I would also strongly suggest that further dog faeces bins need to be installed at other corners of the park. It can be clearly seen that uncollected dog droppings have diminished near the dog enclosure area (where, thankfully, three bins now do a wonderful job). However, there are still droppings closer to the school and bins at each of the far exits would encourage some of the less responsible dog owners to improve their game.



Response #12

I attended the community meeting about the park yesterday. I have already sent one email through to you on Friday evening, but I thought I might also address some of the newer issues raised at the meeting.

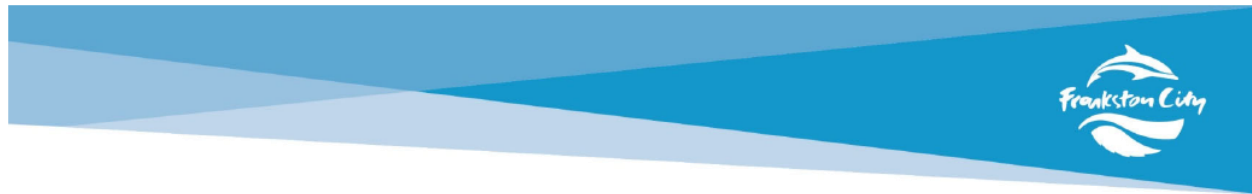
One attendee at the meeting advocated for angled parking along Sandfield Drive to provide more parking for visitors. As a resident of Sandfield Drive and a keen user of the park, I would like to argue strongly AGAINST angled parking. It would make the road more dangerous with drivers having to back out into oncoming traffic when leaving. Furthermore, the increase of parking would be a terrible idea because it would encourage more people to drive to the park rather than walk. I feel that we need to encourage more walking along the lovely streets of Carrum Downs, and less driving. Research also shows that car usage also tends to increase to fit the available roads and parking spaces. And increase in parking would lead to a concomitant increase in car usage along Sandfield Drive.

Mention was also made about the possibility of filling the gaps underneath the horizontal tops of the bollarded fencing along the Sandfield Drive edge of the park, in order to prevent dogs or children running onto the road. An excellent counter suggestion of increased plantation along that border was also made, and I would definitely agree that this would be an brilliant and effective innovation. One resident at the meeting spent a lot of time talking about changing the name of Carrum Downs.

While the issue of a name change was totally irrelevant to the discussion of the park, I would like to say that, if a name change does fall on the table as a result of these discussions, any change must properly incorporate respectful acknowledgement of our area's indigenous past. If the name of Carrum Downs WAS to be changed, it should be something like "Karrum Karrum" (the correct original spelling of the Europeanization of the Bunurong word for "boomerang" from which the name originated), "Dunbar" (in honour of Jimmy Dunbar, the last of the Bunurong tribe from the area, who died in 1877), or perhaps most accurately, "Bunurong Land".

Comment -

- The future status of the reserve in relation to dogs on or off lead, will be considered as part of Council's Domestic Animal Management Plan. The community has responded positively to the recent opening of the new fenced free roam area. The Compliance and Safety Department will continue to monitor behaviours and any new community concerns or requests over the next 12 months to assess its future status as a free roam dog reserve. Any change to this status is required to be undertaken in accordance with a statutory process that allows for the community to respond.
- 2 new bins have been installed as part of the delivery of the off leash dog park to help address existing waste issues. Additional bin locations have been identified as part of the Master Plan. Rubbish has been an ongoing issue at the Skate Park with bins previously being set alight near the skate park. It is recommended to trial bins that are non flammable to attempt to address the issues.



- Council is currently investigating the traffic and vehicle speeds in the vicinity of Sandfield Reserve along Sandfield Drive. In collaboration with Department of Transport, we are reviewing the speed limit to provide a safer road environment for residents, school and other road users. As part of this process, we will monitor the situation and also give consideration to further measures where appropriate, in consultation and with support from the community.

Response #13 (received via post)

I commend Frankston City Council for how the reserve has been developed over the years as well as its maintenance and upkeep. It is used and enjoyed by many people, including myself. I am also pleased to see the plans outlining further development.

However, I do have a couple of concerns.

1. PARKING

It is obviously the intention to encourage more people to use the reserve — particularly with the inclusion of a football ground. As Sandfield Drive provides the only convenient parking I question:

- whether there will be sufficient parking spaces , and
- whether extra traffic will cause safety issues in the street.

There are currently 21 parking spaces on the reserve side of the street and a smaller number on the houses side. Sandfield Drive is a fairly narrow street and if cars are parked on both sides it only leaves enough space for one lane of through traffic, causing a chicane effect. This was obviously recognized as a problem a few years ago when the parking on the reserve side of the street was upgraded and parking on the houses side was banned during school drop-off and pick-up times (8:00-9:00am and 3:00-4:00pm), the busiest times of the day. The speed limit was also reduced to 40kph.

An added complication is the fact that at both ends of the stretch of street along the reserve there are "blind" curves which become dangerous when there are cars parked on both sides of the street. I am concerned for my (and others) ability to safely exit and enter my driveway by car and to travel along Sandfield Drive during times of increased usage.

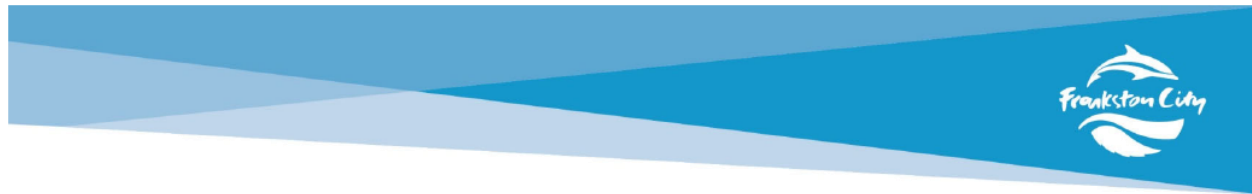
Suggestion:

Construct more parking spaces within the boundary of the reserve near Sandfield Drive.

2. HOW LONG WILL IT TAKE TO BUILD THE NEW DEVELOPMENTS

As Sandfield Drive is currently the only place that will allow access to semi-trailers, cement trucks, excavators and other heavy construction equipment I am not looking forward to the;

- increased traffic of large vehicles in Sandfield Drive
- increased noise from:



- cement trucks parked in the street, idling, waiting to enter the construction site,
- engine noises from large construction equipment,
- reversing 'beepers on this equipment,

If the construction of the Dog Park is any indication of the entire project, work could go on for years, The Dog Park was started before Christmas and is still not open to the public. I am now retired and home most days I do not presume to speak on behalf of my neighbors or any other residents impacted by the project, Whilst I appreciate that the development of Sandfield Reserve is for the benefit of many people, I am also aware of the potential for it to impact some aspects of my (and others) quality of life.

Comment -

FOOTBALL GROUND AND CAR PARKING

Regarding your query on the “football ground” and car parking, Council are not proposing that this reserve will be used for competitive football matches, it is more to provide a level grassed area for informal ball sports or “kick about space” for the adjacent school as well as the broader community. It will provide a space to allow users an open space to play kick to kick, throw a ball or a frisbee and we don’t anticipate an expanded need for additional car parking.

HOW LONG WILL IT TAKE TO BUILD THE NEW DEVELOPMENTS

Regarding your query on the time for implementation of the new developments, once the Master Plan is finalised and endorsed by Council, this will allow Council to develop a plan and recommendations for the implementation and timing of the various elements. This will be programmed into our Long Term Infrastructure Plan and influenced by available budgets and the broader Capital Works Program. The endorsed Masterplan will allow Council to advocate for additional external funding to assist in the delivery of these projects.



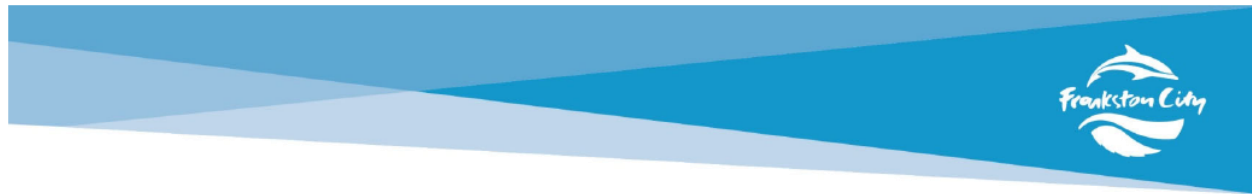
Youth Consultation Summary with the WHAT Bus

Consultation was undertaken on Thursday 20 May from 3:30pm to 4:30 pm at the Sandfield Skate park with the Youth Services WHAT Bus. A number of local Youth were in attendance to provide feedback with feedback focusing on the existing Skate Park.

Youth requests:

- Lights to be installed at the Skate Park to extend the usage of the space
- Bins and toilet facilities
 - Currently have to use the local McDonalds toilet facilities
 - Youth Services were picking up litter while on site due to lack of bins in this area
- Skate Park
 - Skate park was designed by one person with a particular focus so there can be more additions to provide a better spread of Skate activities and graduation of skill levels, existing bowls & ramps are steep providing for advanced skaters but there could be mellower ramps/bowls for skill graduation and to accommodate different skate styles.
 - Youth who designed the new space aren't as involved in the space anymore as they are older and have entered the workforce.
 - The coping of the new skate park is very proud, inhibiting ability to do tricks, the rail profile of the old ramp is a better profile, more flush.
 - Bigger areas for fly-out tricks, current edges don't allow a big enough area for flyout tricks and allow for people to stand and watch/wait.
 - Want rails/ street skating zone to provide a diversity of skate opportunities - Grind box, stair set, ledges etc.
 - Want half pipe/mini ramp
 - Only one way through the old skate facilities - opportunity to infill the existing grass area to provide additional ways through the space and reduce the banking up of skaters.
 - Extend the skatepark so one of the new ramps is usable - currently top of the ramp launches onto lawn
 - Bairnsdale Skate Park has a good street section and small skatable features with unique shapes
 - Desire for skate competitions at the Park with prizes for the skaters, could potentially have guest skaters & demonstration events.
 - Highpoint Skate park has some good rails & street section
 - Skate Park - Request for Pump track at Sandfield Reserve
 - Feedback from Youth Services that Frankston North Skate Park isn't very popular with the Youth.

Comments – The opportunity to extend the skate park and provide a greater range of skate experiences has been identified in the Final Master Plan.



Trader Feedback

I just wanted to quickly touch base with you to offer some feedback regarding the Do It Outdoors weekend and our experience at Sandfield Reserve in particular. We found the park to be just wonderful and once the new landscaping is all complete it's going to just shine. Our personal experience regarding sales and impressions were overall quite positive. Our sales were promising and could easily be quite profitable with regular attendance and advertising.

Feedback from the locals was unanimous. The vast majority of patrons asked us questions relating to our continued attendance and stated how beneficial they felt it would be to have something like our van as a regular fixture in the reserve.

Comment

It is recommended that Sandfield Reserve is endorsed as part of the CAPOS Program to allow traders to operate at Sandfield Reserve and provide for the local community and help activate the park.

Executive Summary**12.9 Frankston City Tennis Action Plan**

Enquiries: (Tim Bearup: 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 feedback received following the exhibition of the draft Frankston City Tennis Action Plan and put forward recommended changes to the document in respect of this feedback and seek final adoption of the Frankston City Tennis Action Plan.

Recommendation (Director Communities)

That Council:

1. Notes two (2) rounds of consultation has been undertaken to inform the development of the final Frankston City Tennis Action Plan;
2. Notes that the draft Tennis Action Plan was publicly exhibited for a period of six (6) weeks from 22 March 2021 to 3 May 2021, with 19 written submissions received;
3. Notes that all submissions have been considered and, where appropriate, changes have been incorporated into the Tennis Action Plan;
4. Notes specific recommendations for the Tennis Action Plan will be considered as part of Council's annual budget process and that funding and grant opportunities will also be pursued; and
5. Adopts the revised draft Frankston City Tennis Action Plan noting officers will notify submitters of its decision accordingly.

Key Points / Issues

- At its Meeting on 9 March 2021, Council: noted the draft Frankston City Tennis Action Plan and endorsed exhibition of the draft Action Plan for a period of six (6) weeks; and sought a report back no later than May 2021 to adopt the Action Plan, taking into account submissions received.
- The report back to Council was delayed as the public consultation process identified inconsistencies with listed participation numbers sourced from Tennis Victoria. Tennis Victoria committed resources to meet with individual clubs and update this data to inform the final Tennis Action Plan.
- A key driver for the Tennis Action Plan was to better understand facility provision against demand for the facilities, and determine how best to meet the changing participation trends for tennis over the next ten (10) years. A framework has been established to support the long-term sustainability of local clubs, venues, programs and activities for the benefit of the Frankston City community.

Community Consultation:

- The exhibition of the draft Tennis Action Plan closed on Monday 3 May with Council receiving 19 written responses. To support the final round of community

12.9 Frankston City Tennis Action Plan**Executive Summary**

consultation and maximise the Action Plans exposure, the following engagement methods were carried out:

- Information sessions with clubs;
 - Meetings with Tennis Victoria;
 - Consultation with the Department of Environment, Land Water and Planning; and
 - Advertisement across Council's social media channels, Council's 'Have your Say' page and Recreation's Sporting Club Newsletter.
- The second round of consultation also provided an opportunity for Council to partner with Tennis Victoria on piloting their *Thriving Tennis Communities* (TTC) project.
 - The TTC framework and its associated venue sustainability rating tool provides an updated measure of tennis venue health in comparison to other Victorian facilities to support the sustainability of, and planning for, individual clubs. The comprehensive analysis and review by Tennis Victoria provided further input into Frankston's Draft Tennis Action Plan.

Please refer to *Attachment A for Frankston City Council's Thriving Tennis Communities Report* for a comprehensive overview.

Consultation Outcomes:

- Generally, respondents supported the recommendations and priority areas of the Tennis Action Plan, with the emerging themes from the exhibition period and proposed actions listed below. To view the full feedback received, please see *Attachment B – Frankston City Draft Tennis Action Plan Feedback*.

Stakeholder	Theme / comment	Recommended changes to the Action Plan
Tennis Clubs	<ul style="list-style-type: none"> • Inaccuracies with recorded participation numbers were raised; • Concern for a reduction in the number of tennis courts within Frankston City and/or the multi-purposing of some existing courts; 	<ul style="list-style-type: none"> • Tennis Victoria have acknowledged inconsistencies with obtaining broader participation numbers beyond club membership. The original participation numbers within the Action Plan have been retained however improvements and consistency in participation reporting has been identified as an ongoing priority for tennis. • Updated participation numbers for tennis in Frankston City collected by Tennis Victoria in June 2021 have been analysed by Tennis Victoria as below the benchmark for sustainable clubs, which supports the need for shared and multi-use facilities.
	<ul style="list-style-type: none"> • Support for upgrading floodlighting and court compliance across venues to attract new players, better utilise facilities and increase revenue opportunities. 	<ul style="list-style-type: none"> • Noted
	<ul style="list-style-type: none"> • Collaboration between clubs to ensure sporting pathway development opportunities are diverse and don't compete against each other. 	<ul style="list-style-type: none"> • The need for clubs to align sporting development pathway programs to their vision and capacity has been added.

12.9 Frankston City Tennis Action Plan**Executive Summary**

	<ul style="list-style-type: none"> LED lights to be noted as preferred for any upgrade. Individual club response to club infrastructure recommendations. 	<ul style="list-style-type: none"> Action plan updated to reflect LED as preferred. Infrastructure proposals have been reviewed and minor adjustments made within the Action Plan recommendations with the cost plan adjusted accordingly.
Tennis Victoria	<ul style="list-style-type: none"> Tennis Victoria's Thriving Tennis Communities (TTC) report for Frankston City was provided. The report aligned with many directions of the Tennis Action Plan. The TTC report recorded poor accountability for child safety across Frankston City venues. The TCC report provided 2020 participation numbers. 	<ul style="list-style-type: none"> An overview of Tennis Victoria's Thriving Tennis Communities Framework was added to the action plan and the opportunity to partner with Tennis Victoria to work with clubs has been noted in the Tennis Action Plan. The need for child safety policies within clubs has been added to the club strength assessment matrix. Participation data has been discussed above.
	<ul style="list-style-type: none"> Updated reference information was provided on: <ul style="list-style-type: none"> participant to court ratios; TV's Venue Tiering Framework; and Court blue tooth lock systems 	<ul style="list-style-type: none"> Information on these items has been updated in the Tennis Action Plan
Peninsula Health	<ul style="list-style-type: none"> Recommendation to include information/signage around amenities or infrastructure as a means to support gender neutral facilities; and Peninsula Health can assist with social inclusion awareness programs for clubs to further support marginalised groups. 	<ul style="list-style-type: none"> The support offered by Peninsula Health to assist with social inclusion has been noted within the action plan.
Interested Residents / Users	<ul style="list-style-type: none"> Six of seven community respondents expressed support with the proposed Long Island Tennis Club redevelopment; One of seven did not support a large scale pavilion at Long Island Tennis Club. 	<ul style="list-style-type: none"> The Long Island Tennis Club recommendations remain unchanged.
	<ul style="list-style-type: none"> Request for free tennis court access. 	<ul style="list-style-type: none"> Free tennis court / multipurpose court access will be assessed as part of Belvedere Tennis Club's long term development and the Baxter Park tennis facility future use feasibility study.
DELWP	<ul style="list-style-type: none"> Noted the Long Island Tennis Club Redevelopment Proposal on Crown Land and noted that the coastal dependency and environmental impact would need to be considered further with more detailed planning before being supported by the land owner. 	<ul style="list-style-type: none"> The need for impact assessment and DELWP approval has been acknowledged within the Tennis Action Plan for the Long Island Tennis Club proposal.

Frankston City Tennis Action Plan Recommendations:

- The full Tennis Action Plan, including recommendations and directions, are detailed in *Attachment C – Frankston City Tennis Action Plan*.

12.9 Frankston City Tennis Action Plan**Executive Summary****Financial Impact**

The Tennis Action Plan recommends a total capital investment of \$15.43M across the next ten (10) years.

Please note that capital investment recommendations have increased by \$529K in the final draft plan following revised floodlighting budget estimates.

Specific recommendations for the Tennis Action Plan will be considered as part of Council's annual budget process. Alternate funding and grant opportunities will also be pursued.

Consultation**1. External Stakeholders**

- Belvedere Tennis Club
- Bruce Park Tennis Club
- Carrum Downs Tennis Club
- Kananook Tennis Club
- Langwarrin Tennis Club
- Long Island Tennis Club
- North Seaford Tennis Club
- Overport Park Tennis Club
- Yamala Tennis Club
- Frankston Centenary Tennis Club
- Tennis Victoria
- Department of Environment, Land Water and Planning
- Peninsula Health
- Interested Residents / Users
- Responses from Player Surveys

2. Other Stakeholders

- Building & Facilities
- Commercial Services
- Operations
- Open Space
- Capital Works
- Environmental Planning
- Engineering Services

12.9 Frankston City Tennis Action Plan**Executive Summary****Analysis (Environmental / Economic / Social Implications)**

Tennis remains a relevant and important vehicle for active and healthy lifestyles in Frankston City. It is therefore recommended that Council actively implement and prioritise the actions based on the strategic need, opportunity and available resources.

The implementation will require continued involvement and input from local clubs, and other key stakeholders, to ensure all public tennis facilities remain sustainable and accessible and deliver on greater social and health outcomes for 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

There are no legal implications associated with this report.

Policy Impacts

There are no policy impacts with this report.

Officer's Declaration of Interests

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

Risk Mitigation

The Tennis Action plan provides a considered framework for addressing facility needs and demands that can be budgeted for over time. It mitigates the risk of facility failures that require emergency funding to ensure continued service to the Frankston City community.

Conclusion

With changes to sporting participation trends and aging tennis infrastructure, the Frankston City Tennis Action Plan ensures tennis facilities and programs encourage healthy activity and meet the needs of the community now and into the future.

Two (2) rounds of consultation have now been completed to help inform the final draft Action Plan; with feedback taken into account in the final draft of the plan. Council adoption of the Frankston City Tennis Action Plan is now sought.

ATTACHMENTS

- Attachment A: [!\[\]\(1988305fd897ac60b56f6db50bef69ab_img.jpg\)](#) Frankston City's Thriving Tennis Community Report
- Attachment B: [!\[\]\(96c1f69b8ed43c2206ce0fc7b7161596_img.jpg\)](#) Frankston City Draft Tennis Action Plan Feedback
- Attachment C: [!\[\]\(fe76ce9f6d65c6a07007ed958034e4fe_img.jpg\)](#) Final Draft - Frankston City Tennis Action Plan (*Under Separate Cover*)



THRIVING TENNIS COMMUNITIES

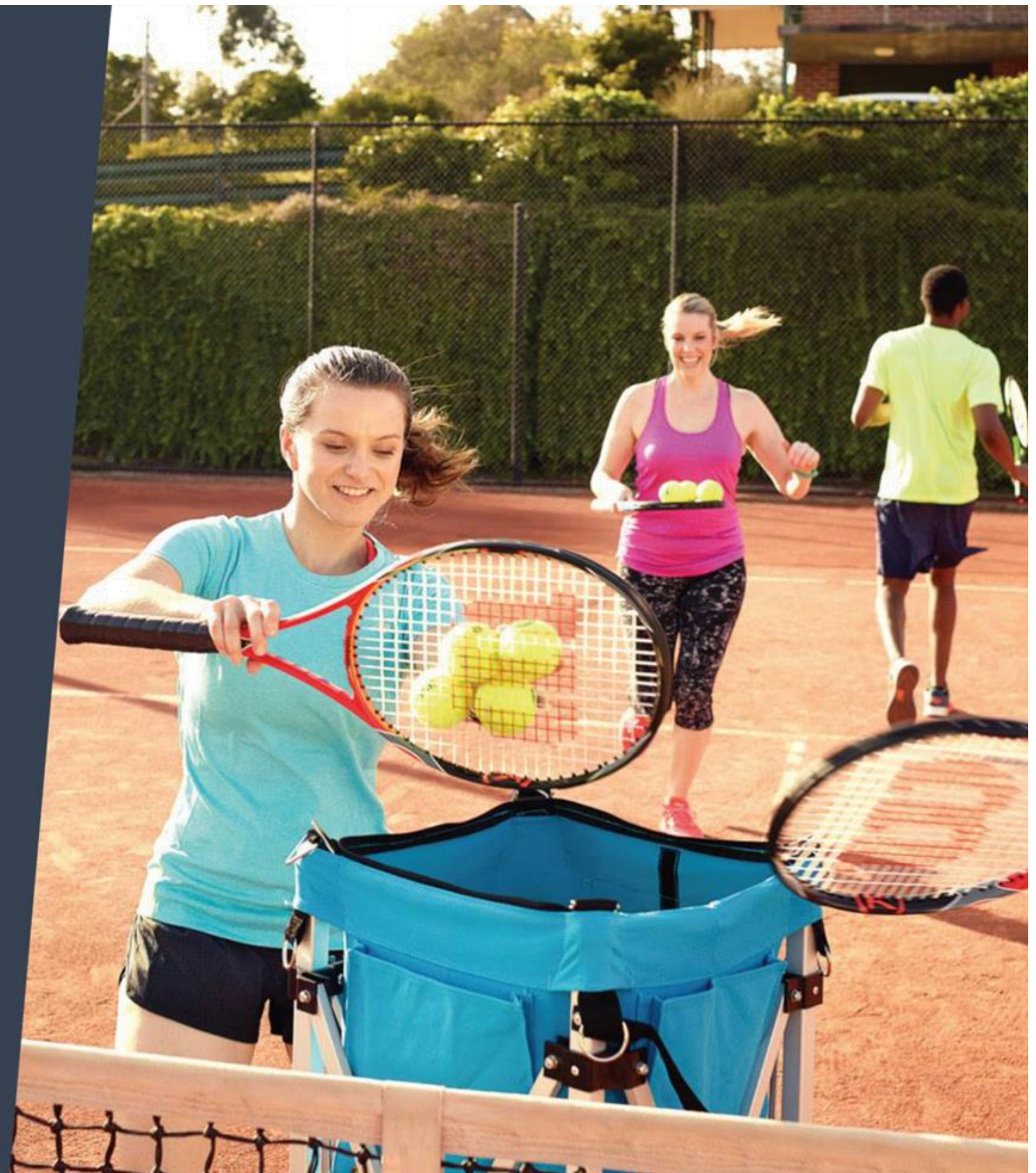
FRANKSTON CITY COUNCIL 2021

WHAT IS THRIVING TENNIS COMMUNITIES?

Tennis Victoria's Thriving Tennis Communities [TTC] framework sees Tennis partnering with local stakeholders, to foster safe, inclusive and playful clubs that thrive in their local communities. Crucial to achieving this vision is the collection of data which will enable the creation of evidence based plans to help us better partner with our stakeholders:

This TTC Council report aims to:

- Measure the sustainability of each tennis venue individually, and across the entire LGA
- Provide Council with clear reporting feedback and action planning



REPORT SUMMARY



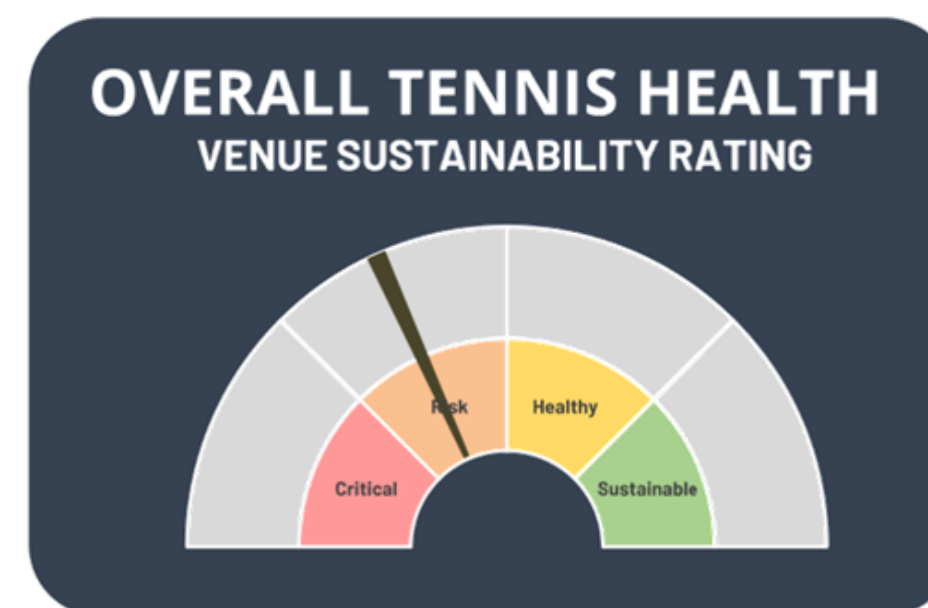
This report has been prepared for Local Government Authorities who are seeking operational outcomes of public assets to deliver maximum community benefit, usage and engagement.

Tennis VIC assessed the following:

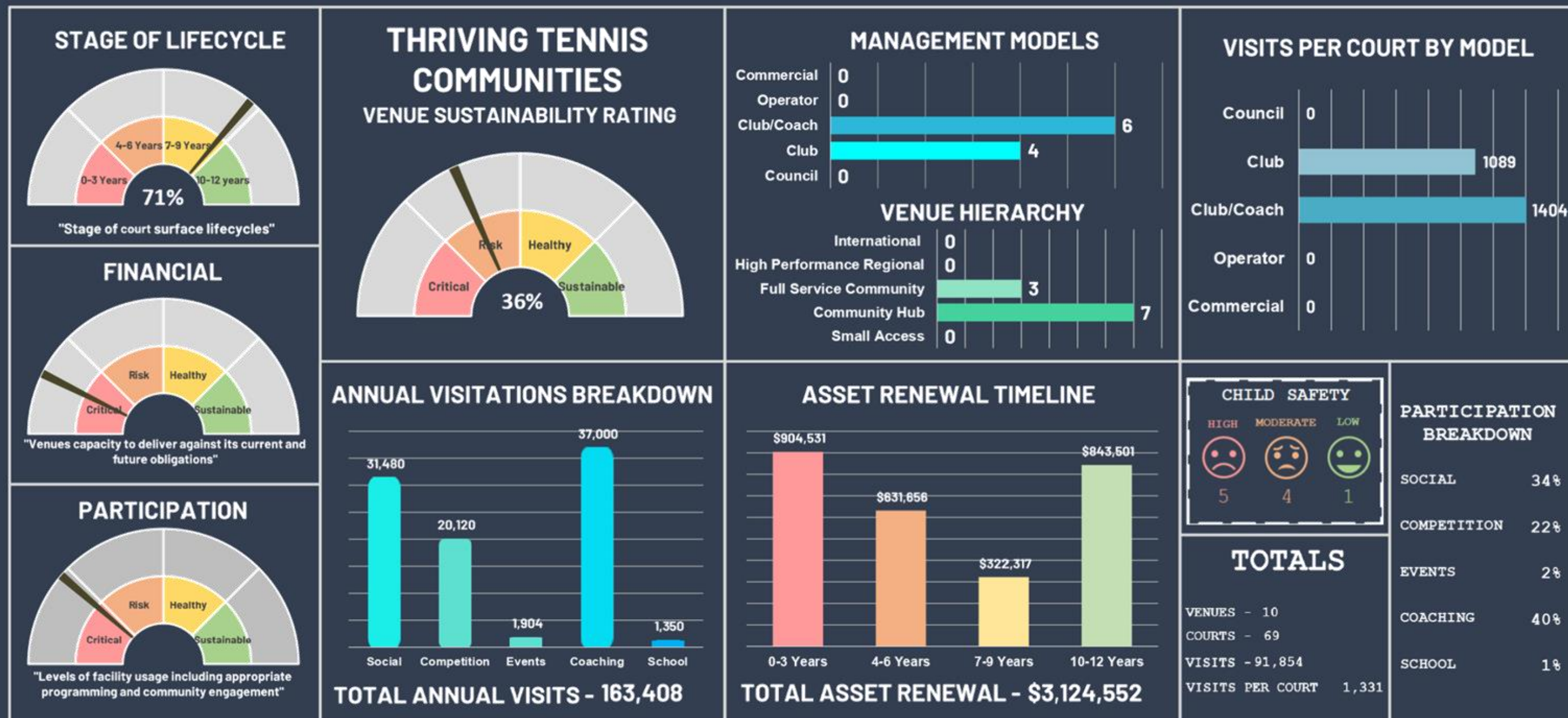
1. Stage of Court Life Cycle currently and its future needs
2. Community Participation and utilisation of the venue
3. Organisational Health of the lessee/licensee
4. Operational Capability Questions

Combining the data collected in these three areas, Tennis VIC have produced a Venue Sustainability Rating (VSR) for each facility which has now provided an accurate measure of venue health sustainability and a means of comparing venues within the LGA and across VIC.

The conclusion of this report has determined that the overall health of tennis in the Frankston Council is at **RISK** and that child safety risk is **HIGH**



FRANKSTON CITY COUNCIL



"The nature of this work is different to that of a facility, safety or risk audit for a specific venue, and is intended as a guide only. The report should not be relied upon by any third party for this purpose. The information in the report is based on observation only, it has not been provided by, nor independently verified by, a qualified builder, or engineer. Accordingly, Tennis VIC makes no representation as to the accuracy of the information contained within this report. Any commercial decisions taken by a third party in reliance on the information contained in this report should take into account the limitations of the scope of the report and other factors, commercial and otherwise, of which you should be aware of from sources other than the report. Tennis VIC accepts no liability for any loss or damage which may result to any party from relying on the information so supplied."

WHAT DID OUR PARTNERSHIP LOOK LIKE?

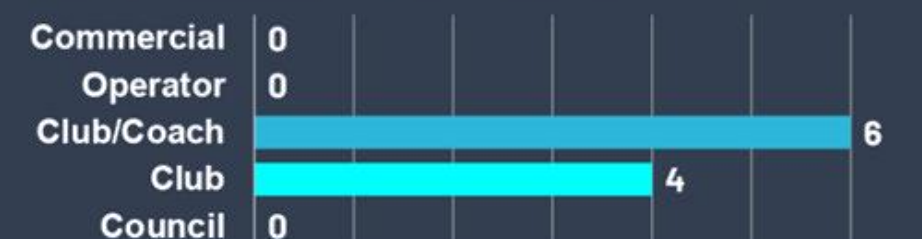


Tennis VIC completed the following at each of your venues:

- **Stage of Life cycle audit:**
 - General condition of playing surface, lighting and fencing
 - Asset management plan
- **Participation and Governance Review**
 - Type of participation across all venue in the LGA
 - Survey to collect venue participation and governance data
- **Operational and Financial Assessment**
 - Assessment of venue health assessing the venues management usage and financial sustainability

VENUE FOOTPRINT SUMMARY

MANAGEMENT MODELS



VENUE HIERARCHY



TOTALS

VENUES - 10
 COURTS - 69
 VISITS - 91,854
 VISITS PER COURT 1,331

STAGE OF LIFECYCLE



OBSERVATIONS

- Due to recent investments, court lifecycle in Frankston is healthy.
- There are several clubs that will struggle to meet their asset renewal costs in the next 0 – 3 years
- There is approximately \$900,000 of asset renewal due in the next 3 years

STAGE OF LIFECYCLE



"Stage of court surface lifecycles"

CONSIDERATIONS

- Aligned leasing and licensing agreements to ensure clear roles and responsibilities are agreed upon.
- Venues with upgraded courts should ensure long term planning so their sinking fund allows for resurface at the end of life.

ASSET RENEWAL TIMELINE



OPERATIONS & FINANCIAL HEALTH



OBSERVATIONS

- The Financial health of clubs in Frankston is at Risk. 4 venues were unable to supply their financials, which impacts the financial dial [including Centenary Park which has been in operation less than 12 months].
- While several venues have sinking funds, 9 out of 10 funds don't cover their asset renewal.
- There is an overall lack of planning [strategic, marketing and financial] which is impacting the sustainability of venues.
- Few clubs have a digital presence to communicate with the local community outside their membership base.
- Low level of Coach/Club Agreements.

FINANCIAL



"Venues capacity to deliver against its current and future obligations"

CONSIDERATIONS

- Schedule education forums dealing with key themes including revenue generation, strategic planning process and the development of marketing and communication plan.
- Increase digital footprint inclusive of websites, social media presence and online booking access.
- Support the formalization of Coach/Club Agreements with clubs, who don't presently have an agreement in place.

NOTE: "When assessing the financial capacity of venues, it is assumed the venues are responsible for 100% of the asset renewal"

FINANCIAL DIAL WITHOUT THE ABSENT DATA



PARTICIPATION & GOVERNANCE



OBSERVATIONS

- Participation across Frankston is below the benchmark .
- It is difficult for some venues to attract an all-inclusive coaching program without access to lighting or school partnership .
- Child safety compliance is low or moderate at 9 of 10 venues.
- School participation at venues represents 1% of total play.
- Approx. 163,000 annual visits across Frankston venues.

PARTICIPATION



"Levels of facility usage including appropriate programming and community engagement"

CONSIDERATIONS

- Address the physical safety of venues through lighting and accessibility.
- Address safeguarding practices at venues through compliance and culture.
- TV to work with larger footprint venues to maximize participation outcomes.
- TV work with teachers, clubs and coaches to transition players from school to club participation
- A digital optimization strategy (ie. BAC) for venues to assist with better understanding the participation levels of tennis.

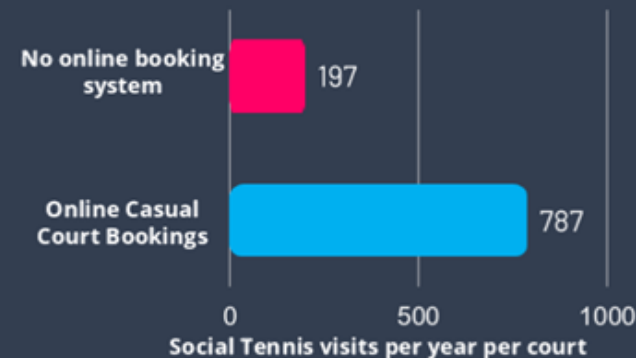
PARTICIPATION BREAKDOWN

SOCIAL	34%
COMPETITION	22%
EVENTS	2%
COACHING	40%
SCHOOL	1%

KEY OBSERVATIONS

PARTICIPATION

Venues across the state that offer a casual online booking experience average 4x more social tennis visits than those without.



PLANNING

There is a lack of planning across venues – impacting sustainability and ability to access grant opportunities.

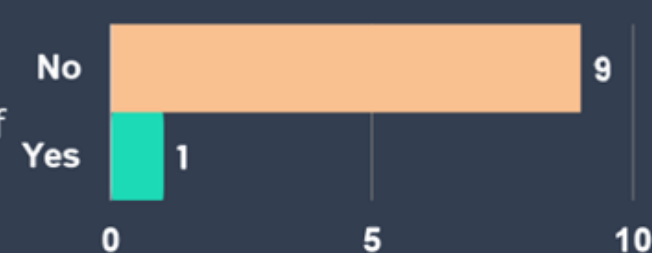
VENUES WITH A STRATEGIC PLAN



SUSTAINABILITY

Club sinking funds do not meet the asset renewal requirements at a majority of venues.

DOES SINKING FUND COVER ASSET RENEWAL



ACCOUNTABILITY

Accountability for child safety across venues



KEY RECOMMENDATIONS

- TV to develop clear action plans with venues aligning club vision with the priorities of Frankston City Council Tennis action plan and Tennis Victoria, particularly around activating participation.
- TV and council work with venues to increase accessibility, both physical and digital, to attract new players and revenue opportunities outside current membership base.
- TV and council present education forums highlighting planning, financial sustainability, and membership options that reflect the needs of the local community.
- TV and council collaborate to make venues safer from a Physical ie. lighting; Governance ie. compliance; and Cultural perspective.
- Update lease and licensing agreements to ensure consistency and clarity across the venues.

EXECUTIVE SUMMARY

KEY THEMES EMERGING FROM CLUB ACTION PLANS:



PLANNING:

- Development of Club Business Plans, inclusive of a Marketing & Financial plans, for the next 5 years, so there is a clear, strategic direction and alignment of the both the coach and committee

PARTICIPATION:

- Clubs to gain a better understanding of the participants already engaging at their club, as well as their local community's demographics, to assist in addressing gaps by offering the appropriate tennis products and to address any gender imbalance in participation
- Address lighting issues across clubs who currently either don't have lighting, or need upgrades to their existing lighting infrastructure

DIGITAL PRESENCE

- Recommendation to club's, by TV, to adopt our online digital platform, "Club Spark", to develop (in the instance that a club doesn't already have an active website)/manage their website, court hire, membership & events, to attract new players and revenue opportunities outside current membership base
- Creation and ongoing management of social media platforms, such as Facebook &/or Instagram, to communicate club happenings to the local community and improve consumer engagement with the club

WELCOMING, SAFE & INCLUSIVE CLUBS:

- To make clubs safer, from a physical perspective ie. lighting & the adoption of TA's Child Safety policies/appointment of club Member Protection Officer and WWCC for all committee members and club coaches

CLUB/COACH AGREEMENTS:

- Formalise Club/Coach Agreements, creating a win-win partnership that outlines clear roles & responsibilities of both parties and coach deliverables (KPIs) & performance measures that are aligned to the club's strategic plan

Frankston City Council
Tennis Action Plan



TENNIS ACTION PLAN EXHIBITION PERIOD - SUBMISSIONS

Respondent name	Comments from Submitter in Full	Comments from Submitter in Summary
Bruce Park Tennis Club	<p>Tennis in the community is changing. People are playing more when they want to play, not when they are told to.</p> <p>This was one reason BPTC choose to install Book-a Court automated system around 5 years ago. We were the first club on the peninsula to install the system on the first round of clubs signed up for the concept and was their main R & D support.</p> <p>We had a lot of issues with the system over a three year period, but now is a lot more stable and less negative effect on coaching and usage of the courts.</p> <p>Our membership has been steady over the past 10 years and our percentage of member playing competition has also been steady. Due to the numbers of people choosing to play competition, our current facility cannot sustain those numbers so we have actively pursued alternative venues since I joined the club 31 years ago.</p> <p>We have always had a financial loss for either maintaining an alternative venue, or hiring courts to satisfy our members.</p> <p>We have a high Participants per court around 36, but compared to other clubs with the same usage, don't have on average as high as ours where they are not pursuing outside courts.</p> <p>There is a big difference between Participants per court and competition players per court, stating our club is higher than others.</p> <p>The participation numbers for Bruce Park provided by Tennis Victoria across the 4 years ending in 18/19 (refer table on page 17 of the Frankston City Tennis Action Plan 2021) appear to only represent the member and social competition participants, and exclude the 100-200 non-members who are part of the extremely successful coaching program at the club. This along with some apparent calculation errors in the same table brings us close to the stated aim of having a participation rate of 30 player per court across the council area.</p> <p>i.e. total participation for year 18/19 is actually 2152 based on the numbers in the table on page 17 (not 2052). Add in the participants not counted from Bruce Park per above (and I note, it was mentioned other clubs also believe their participation rate is understated) brings participation</p>	<p>Participation:</p> <p>Numbers across 4 years ending in 18/19 (refer table on p17 of Tennis Action Plan) excludes 100-200 non-members who are part of coaching program at the club. Along with some calculation errors in the table, this brings us close to the stated aim of having participation rate of 30 player per court across the council area.</p> <p>Courts:</p> <p>Concept of multi-sport courts is not favoured by Bruce Park for any level of competition play as umpiring (line calling) is the responsibility of the player in a tennis match, this would simply be too confusing for a competitive tennis player.</p> <p>Tennis Australia preference to Junior Development is for hard surfaces, but from FCC survey, majority of users are over 50. Preference for a softer using surface for long jeopardy for older users should be a higher propriety.</p> <p>Courts not compliant as limited run off beside the courts - would require major works to rectify problems but not big concern to Club (more important problems).</p> <p>Flood Lit Courts:</p> <p>Two of 6 flood lit courts would not meet required Lux rating for competition. Remaining 3 porous courts still have high tower lights – would require major works to the light to not impede on the close neighbours. All</p>



Respondent name	Comments from Submitter in Full	Comments from Submitter in Summary
	<p>across the council area to ~2300. Given the 15 courts for Frankston have already been lost, across the region then we have 2300/78 courts or a participation rate of 29.5 per court, almost exactly the stated goal (30 participants per court) and that's without taking into account understatement of participation at other clubs).</p> <p>Therefore Bruce Park sees no justification for reducing the number of dedicated tennis courts across the council area any further. It was mentioned that underutilisation is centred in particular areas or clubs, but Bruce Park views the courts in the region as a shared resource. As mentioned above, we continually need to reach out to other clubs who have capacity to hire courts for periods where we have insufficient courts at Bruce Park for our participants.</p> <p>Further, the concept of multi-sport courts is not one favoured by Bruce Park for any level of competition play as umpiring (line calling) is the responsibility of the player in a tennis match, unlike other sports where a separate referee might more easily be able to distinguish which lines apply to the sport being played, this would simply be too confusing for a competitive tennis player.</p> <p>With regards to court surfaces, we understand Tennis Australia always have preference to Junior Development for hard surfaces, but the hard fact is from your survey, majority of the age group using the courts on the older side of 50. The preference for a softer using surface for long jeopardy for the older users should be a higher propriety because the same age groups will be a majority of the club volunteers as well. This should be taken into a higher consideration along with ongoing maintenance costs. From our point of view, we have been able to maintain our courts for the long period and stay financial at the same time.</p> <p>We had a near miss about 12 months ago where a cricket ball from the oval just missed one of our members. Due to change in the game of Cricket, 30 years ago, this wouldn't have happened but we need to protect our members. We require a safety net along the top of the bank on the oval to minimise the risk to our members that they are safe on our courts and in our venue.</p>	<p>courts are currently using Mercury Vapour globes (not energy efficient) ongoing costs of upkeep is a major cost. Upgrading to LED lighting is around the 70k. Would require a grant to offset this cost for the club. Lights are a major part of the club usage in the winter months along with the revenue it produces.</p> <p>The report shows 7 flood lit courts, but that is incorrect as only 6 out of 7 courts have lights.</p> <p>Building: Believe rating as low is very much underestimated compared to Langwarrin which is high. Their clubhouse is around 25 years old, where BPTC is over 50 years old, so feel this rating should be revaluated. We got left out on the new Carpark development to the reserve due to possible redevelopment of the multipurpose clubhouse. Have to contend with gravel road and potholes after rain or hooners doing donuts and spraying the courts with stones.</p> <p>Misc. Continually need to hire courts from other Clubs for periods where we have insufficient courts at Bruce Park for our participants.</p> <p>Requesting safety net along the top of the bank on the oval to minimise the risk to our members – had near miss where a cricket ball from the oval just missed one of our members</p>



Respondent name	Comments from Submitter in Full	Comments from Submitter in Summary
	<p>With regards to our courts, we know they are not compliant courts with limited run off beside the courts, so that would require major works to rectify those problems. Are they a big concern, not to us, but how far we go with expenditure when there are more important problems?</p> <p>When the report referred to the lighting audit, we know only two of our 6 flood lit courts would meet the require Lux rating for competition. The remaining 3 porous courts still have the high tower lights with limited opportunity to increase the lux without major works tot eh light to not impede on the close neighbours to our courts. All courts are currently using Mercury Vapour globes, which are not very energy efficient and ongoing costs of upkeep on the lights is a major cost to our finance. We looked at upgrading to LED lighting of a cost around the 70k make. We would require a grant to offset this cost for the club. But saying all this, the lights are a major part of the club usage in the winter months along with the revenue it produces. The report show we have seven flood lit courts, but that is incorrect. Only Six out of Seven courts have lights.</p> <p>Onto our facility the clubrooms.</p> <p>Over the past 15 years, we budget cost to improve our facility internally and externally.</p> <p>We have refurbished the kitchen and Bathrooms over that period to offer our members the newest and updated facility we can.</p> <p>We are in negotiations with Council for a dual purpose facility with the Cricket/Football clubs but how soon that will have is wait and see.</p> <p>We have pulled back on spending on major parts of the clubhouse because of the uncertainty of the potential project been approved.</p> <p>We sit and see projects at the Football/Cricket oval over the past couple of years with new electronic Scoreboard, new cricket nets and now new high tower lighting to an oval that would be only used by the one tenant pretty hard to swallow.</p> <p>We got left out on the new Carpark development to the reserve with no asphalt to our front door due to possible redevelopment of the multipurpose clubhouse and we still have to contend with gravel road and potholes after rain or hoons doing donuts and spraying the courts with stones.</p>	<p>In closing, the tennis strategy is a good incentive by the council. To increase participants, membership and usage of our courts this should come from the people who live and breathe tennis i.e. Tennis Australia, Tennis Victoria and also closer to home Peninsula Tennis Association.</p>

Frankston City Council
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Respondent name	Comments from Submitter in Full	Comments from Submitter in Summary
	<p>In comparison to other clubs about priority, we feel the rating on ours as low is very much underestimated compared to a Langwarrin which is high. There clubhouse is around 25 years old, where BPTC is over 50 years old, so we feel this rating should be reevaluated.</p> <p>In closing, the tennis strategy is a good incentive by the council and to increase participants, membership and usage of our courts should come from the people who live and breathe tennis as in Tennis Australia, Tennis Victoria and also closer to home Peninsula Tennis Association. These affiliations should be the ones pushing tennis through media, social networking and other means to keep people playing and encourage others to join a sport that you can play as a family from 8 to 80 years of age, which I think is a great social platform for all ages.</p> <p>I thank you for your time in reviewing our point of view of the Frankston Tennis Strategy from Bruce Park Tennis Club.</p> <p>Bruce Park Tennis Club Committee.</p>	
Langwarrin Tennis Club	<p>Langwarrin tennis club is excited at the prospect of the developments proposed in the draft tennis plan. For both our club and for the tennis community in Frankston as a whole, this plan will ensure tennis is in a fantastic long term position.</p> <p>The implementation of the proposed book a court system at our club, will enhance both the members use of the courts, but also for the general public, who will have greater and easier access to our courts. This will create increased community engagement and additional club membership.</p> <p>The refurbishment of the clubhouse will be a welcome update to the current facilities and the potential for improvements to the layout of the clubhouse is an area we anticipate discussing during the initial project consultation period.</p>	<p>Excited at the prospect of the developments proposed in the draft tennis plan. Club refurbishment will be welcomed.</p> <p>Book a court system will enhance usage for members and public and increase membership.</p> <p>Would seek funding for converting lighting on courts 1 to 6 to LED to increase lighting levels to match courts 7 to 9. This will reduce electricity and globe replacement costs and also reduce our environmental footprint.</p>



Respondent name	Comments from Submitter in Full	Comments from Submitter in Summary
	<p>Following our successful relationship with the council to complete our recent project, we look forward to again working with the council to achieve the implementation of the tennis plan</p> <p>A long term plan of the club is to convert the lighting on courts 1 to 6 to LED, as this will increase the lighting levels to match courts 7 to 9, reduce electricity and globe replacement costs and also reduce our environmental footprint. The costs for such a project are quite substantial and any consideration regarding potential funding towards these costs would be greatly appreciated</p> <p>Regards</p> <p>Langwarrin Tennis Club</p>	
North Seaford Tennis Club	<p>North Seaford Tennis Club Comment</p> <p>The Tennis Action Plan document provides a valuable insight into the current status of tennis and tennis clubs within the local Frankston community, whilst identifying and making recommendations needed to ensure that the sport of tennis and associated facilities continue to meet the needs of the community.</p> <p>The following information is made with reference to the North Seaford Tennis Club.</p> <p><u>Tennis Participation.</u></p> <p>The figures presented in the Draft report for club participants are drawn from old 2018 / 2019 data and should reflect current figures.</p> <p>The information provided is for club membership of the tennis club where a participant can be both a member of the tennis club or a general user accessing the club facility i.e. court hire, social play, coaching, school holiday programs etc.</p> <p>Comment was made the NSTC has struggled to increase and attract new members in the period up to 2018 /19, however this has now changed.</p> <p>The following table shows NSTC membership growth over the past 3 years.</p>	<p>Participation:</p> <p>Figures do not reflect current figures nor include club participation figures (e.g. coaching sessions, public court hire, club organised social tennis groups etc.).</p> <p>Comment that NSTC has struggled to increase and attract new members in the period up to 2018 /19 is incorrect as figures increased from 62 to 96 (20/21) in last 3yrs.</p> <p>Potential for growth in membership with additional advertising and social tennis sessions. The Club coach is conducting in-school coaching sessions and recently appointed to conduct the Christos Kyrgios foundation's tennis program at the school resulting in students signing up for coaching sessions or membership at the Club.</p> <p>Courts:</p>



Respondent name	Comments from Submitter in Full	Comments from Submitter in Summary						
	<table border="1"> <tr> <td>2021/2020</td><td>2020/2019</td><td>2019/2018</td></tr> <tr> <td>96</td><td>83</td><td>62</td></tr> </table> <p>Other users of the facility and not recorded in club participation figures, are those drawn from adult and junior coaching sessions, public court hire, club organised social tennis group, 2-4 yr old toddler Play ball group, non-playing social members.</p> <ul style="list-style-type: none"> The current financial membership for 2020/21 does not include 31 members who have not yet renewed over the past 9 months, (9) moved out of area and (22) as yet unknown reasons. Significantly from October 2020 to April 2021 the club signed up 44 members. The majority of club members are from family membership groups. Local membership may be associated with Seaford shown as one of the highest anticipated population growth in the 5-40 yr age category, in the coming years. Currently 90% of members live locally (within 5 km of the club). <p>Opportunities for growth.</p> <ul style="list-style-type: none"> NSTC interacts with the local Seaford North PS with our club coach conducting in school coaching sessions and further to this, has recently been appointed to conduct the Christos Kyrgios foundation's tennis program at the school. The potential spin off for the tennis club are students signing up for coaching sessions or membership at the Club. Currently at the tennis club we conduct coaching classes for juniors to adult for both member / non member participants. Over the past 5 months Dec – April we have set up social tennis sessions for both member and non-member players and encourage new membership signups from 	2021/2020	2020/2019	2019/2018	96	83	62	<p>Recommendation to decommission and sell off the standalone court 5 would have significant impact on future usage and growth of the facility. However, expect this court space would be required to accommodate the increase in the overall dimensions of the other four courts for compliance to the ITF court specifications.</p> <p>Selecting type of hard surface court is important and feedback from the tennis playing community should be considered before final selection. Benefits with hard surface courts, but there are potential downsides for the player demographic using the courts.</p> <p>Building: Total project cost estimate of \$2,254,183 seems excessive for the clubroom. Each tennis club should be consulted for advice during the initial planning/design/development, to address any particular needs, issues or preferences to gain the best benefit for the facility.</p> <p>Overall, recommendations made for NSTC are sound and recognised as essential for the growth of the facility, increased usage of the courts and participation in the sport of tennis, particularly with the new courts and installation of court lighting.</p>
2021/2020	2020/2019	2019/2018						
96	83	62						



Respondent name	Comments from Submitter in Full	Comments from Submitter in Summary
	<p>participants.</p> <ul style="list-style-type: none"> Locally within 2 kms from the club are (2) Primary Schools, (2) kindergartens presenting opportunities for the club. Seaford is a Growing community and suburb and we have noticed a lot of young people and families moving into the area, presenting an opportunity to actively promote the club and engage new participants to the sport of tennis and associated club activities. The club has experienced an increased interest in people using the courts after advertising and running social programs. <p><u>Tennis Facility Club Recommendations.</u></p> <p>North Seaford Tennis Club.</p> <p>Of significant impact to the club is the recommendation to decommission and sell off the standalone court 5.</p> <p>The committee feel that this action should be reconsidered since removing this additional court would impact future usage and growth of the facility.</p> <p>However, as per the FCC recommendations to resize the new courts for compliance to the ITF court specifications for runoff and spacing requirements, expect this court space would be required to accommodate the increase in the overall dimensions of the other four courts.</p> <p>This particularly to maintain the current court orientation as preferred for the on court players, currently North – South as recommended by the ITF.</p> <p>Selecting the type of hard surface court is important and feedback from the tennis playing community should be considered before final selection.</p>	



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	<p>There are definite benefits with hard surface courts, but depending on the type of surface, there are potential downsides for the player demographic using the courts.</p> <p><u>Prioritised Infrastructure Capital renewal plan.</u> Implementation and Capital renewal priorities rated MED. With a total project cost estimate of \$2,254,183 and as a general comment, the costing seems excessive for the clubroom. Each tennis club should be consulted for advice during the initial planning/design/development, to address any particular needs, issues or preferences to gain the best benefit for the facility. Overall the recommendations made for NSTC are sound and recognised as essential for the growth of the facility, increased usage of the courts and participation in the sport of tennis, particularly with the new courts and installation of court lighting.</p> <p>It is hoped that the Frankston City Tennis Action Plan application for funding is successful and to the benefit of all the Frankston community tennis clubs and the sport of tennis.</p> <p>NSTC</p>	
Kananook Tennis Club	<p>Regarding the proposed amalgamation of Kananook Tennis Club (KTC) and Long Island Tennis Club (LITC).</p> <p>I don't see how this idea could be successful because the two clubs are very different. KTC has active participation of players 3 times a week whereas LITC is basically a social club whose members do not generally play tennis.</p> <p>If the Council is going to provide significant funding to LITC and not support KTC, there is no incentive for us to continue with improvements to the courts and surrounds.</p> <p>We have seen how unsuccessful the amalgamation of Frankston and Frankston East has been, so we don't think the Council has demonstrated any expertise in this area.</p>	<p>Proposed amalgamation of Kananook Tennis Club (KTC) and Long Island Tennis Club (LITC) would not be successful as KTC has active participation of players whilst LITC is basically a social club whose members do not generally play tennis.</p> <p>This would result in losing members.</p> <p>Land for KTC was provided by the original developer for the purpose of a recreational facility and the tennis facility was constructed by volunteers.</p>



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	<p>Some of our members have been with our club for 40 years or more and are unlikely to move to another club.</p> <p>I understand that the land for KTC was provided by the original developer for the purpose of a recreational facility and the tennis facility was constructed by volunteers. So I don't know how the Council could justify selling the property to balance their budget.</p> <p>Yours Sincerely</p> <p>Kananook Tennis Club</p>	
Belvedere Park Tennis Club	<p>In consultation with Members and Committee Members of Belvedere Park Tennis Club (BPTC), we wish to provide further information to support our concern as we believe thereport is not an accurate representation of our current situation.</p> <p><u>BACKGROUND</u></p> <p>Approximately 12 years ago, Frankston City Council advised that Belvedere Park Tennis Club was the next club to have lights installed and a full upgrade. The Club was asked to raise \$10,000 and prepare a Business Plan. This was accomplished within 12 months. Unfortunately, this upgrade did not take place.</p> <p>Seaford Park (the back courts numbered 6-9) was originally a joint venture to provide additional courts for Belvedere Park, North Seaford and Kananook Tennis Clubs. This arrangement worked well for a number of years, however, with the decline of players, joint maintenance decreased. Several years ago, these courts were “handed over’ to Belvedere Park. The lights on courts 6-9 have continued to be a big problem. BPTC have spent in excess of \$25,000 to rectify this only to be told the lights were installed incorrectly, with the ballasts being placed in the control box in the wrong position and the wiring not being heavyduty for the distance it has to travel.</p> <p><u>PARTICIPATION NUMBERS</u></p> <p>As discussed at the Zoom Meeting on Tuesday 13th April 2021, we do not believe the Membership numbers stated in the Council’s Action Plan are a true reflection of the number of people utilizing BPTC facilities.</p>	<p>Participation:</p> <p>Membership numbers not a true reflection of people utilizing facilities. It excludes coaching programs, competition, twilight tennis, casual tennis and other events. A fairer representation of our participation numbers is 600 plus, not 54 as quoted in the report.</p> <p>Courts:</p> <p>Welcome addition of floodlighting and upgrade of court surfaces.</p> <p>Courts 2-5 rated as good-fair, but are in very good condition. Realise impracticality of maintaining en tout cas courts and although en tout cas is the preferred surface, would be open to an artificial grass alternative.</p> <p>With comment to “decommission Courts 6-9 and return land to ‘Open Space’ after 3 years, if club growth not demonstrated”, BPTC is open to the idea of re-zoning the back courts (Seaford Park) into a multi-purpose facility.</p> <p>With Coach’s involvement with local Primary Schools, he has determined lack of training/sporting facilities for</p>



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	<ul style="list-style-type: none"> Coaching Programs 9: <ul style="list-style-type: none"> Children's groups x 4, Cardio Group x 1 Private lessons x 6 – 70 (including parents & spectators) Competition Tennis <ul style="list-style-type: none"> Tuesday Mid Week Ladies x 2 teams Thursday Mid Week Ladies x 2 teams Saturday Morning Juniors x 2 teams Saturday Afternoon Seniors x 1 team <p><i>(These are ALL Members. Opposition teams also use the facilities including spectators and parents, approximately 40).</i></p> <ul style="list-style-type: none"> Twilight Tennis: Social tennis held during Daylight Saving months – 35 (average weekly attendance of 10-12 players) Wednesday Morning Ladies Social Tennis for Seniors – 25 (average weekly attendance of 10) Casual Court Hire – 20 (with an average of 1 court hiring per week) Hall Hire x 4 yearly with an average of 50 people each hiring – 200. Nauru Community Australia Inc hold Annual Olympics at BPTC (including tennis and other sports) – 100. LGBTIQA & Rainbow Tennis Days. In 2018 and 2019 BPTC applied and received a FCC Community Grant to run this event. These events were very successful and attracted approximately 30 participants. BPTC was the only Club to host these events on the 	<p>basketball, netball and football in the area.</p> <p>Building/Amenities: There are several safety issues that BPTC rate as high importance (listed in main content) when determining the feasibility and associated costs to either upgrade or redevelop the Clubhouse and amenities.</p> <p>Misc. Electronic Pay Play and an electronic gate security system is a welcomed feature to replace 'keysafe' currently used for casual hire.</p> <p>Club have determined their main obstacles in growing as a Club is the lack of lighting for evening/night tennis and the lack of knowledge of their location.</p>



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	<p><i>Peninsula.</i></p> <ul style="list-style-type: none"> • This year, 2021, BPTC hired the courts and clubhouse to Patterson Lakes Tennis Club as they were short of courts for the competition. (2 teams x 10 people for 7 weeks). • Special Needs Group – Blairlogie Living & Learning – attend coaching sessions at BPTC. • Our coach is also involved in 'Tennis in Schools Program' with 4 of our local Primary Schools (Seaford Park, Belvedere Park, St. Anne's and Seaford Primary School). These schools utilize the facilities for occasional sporting events. <p><i>In summary, a fairer representation of our participation numbers is 600 plus, not 54 as quoted in the report</i></p> <p><u>FRANKSTON CITY TENNIS ACTION PLAN RECOMMENDATIONS</u></p> <ul style="list-style-type: none"> - <i>Upgrade Courts 1-5 with floodlighting and electronic gates to increase accessibility & Club capacity, and enable casual 'pay for play' access.</i> <p>We would welcome the addition of floodlighting and the upgrade of court surfaces. Although courts 2-5 (on diagram) are rated as good-fair, considering their age they are actually in very good condition. We are concerned that they have been previously rated as 'too close together and not enough space around or behind the court playing area' and realize the impracticality of maintaining en tout cas courts including the amount of water required. Although en tout cas is the preferred surface, BPTC would be open to an artificial grass alternative.</p> <p>We currently have a 'keysafe' attached to the side of the Clubhouse that is serving us well with regards to casual court hire but an 'Electronic Pay Play' and an electronic gate security system is a wonderful idea and seems like this is the way for the future.</p> <ul style="list-style-type: none"> - <i>Determine the feasibility and associated costs to either upgrade or redevelop the Clubhouse and amenities.</i> 	



Respondent name	Comments from Submitter in Full	Comments from Submitter in Summary
	<p>There are several safety issues that BPTC rate as high importance.</p> <ul style="list-style-type: none"> ○ Upgrade of existing old-style switchboard ○ Unsafe entry/exit doors (which have been noted in the last 6 fire safe inspections) ○ Ramps and rails for clubhouse entry for the disabled, prams, wheelchairs and the elderly. ○ Update existing bathrooms ○ Hole in floor in bar areas ○ Low door frame in bar ○ Hole in floor under carpet at entry/walkway to amenities ○ Drainage problems at front gate ○ Old storage shed that has been deemed condemned ○ Shade in front of Clubhouse that faces north <p>- <i>Decommission Courts 6-9 and return land to 'Open Space' after 3 years, if club growth not demonstrated and downgrade the facility to a local level.</i></p> <p>With our Coach's involvement with the local Primary Schools, he has determined the lack of training/sporting facilities for basketball, netball and football in the area. BPTC is open to the idea of re-zoning the back courts (Seaford Park) into a multi-purpose facility e.g. Court 1 dedicated to 2 hot shots tennis/pickleball courts and the other three into basketball/netball/hitting wall.</p> <p><u>SUMMARY</u> We have determined that our main obstacles in growing as a Club is the lack of lighting for evening/ night tennis and the lack of knowledge of our location.</p> <p><u>CONCLUSION</u> We hope you consider our report as part of your ongoing discussions concerning Belvedere Park Tennis club. BPTC Members are an enthusiastic group keen to see the club grow as can be</p>	



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	seen by its involvement in many community organizations.	
Yamala Park Tennis Club	<p>The club is in receipt of the FCC draft action plan referenced above and following consultation within our clubs' working group subcommittee we advise as follows:</p> <p>Our club is pleased that the draft strategy includes survey results that recognise that our Yamala Park Tennis Club leads the way in regard to participation numbers amongst our shire tennis clubs.</p> <p>The club wishes to advise that the demonstrable strong levels of community participation have been attained through the engagement of a small but committed volunteer committee that have worked hard to implement a set of management principles to underpin the future success of our Yamala Park in continuing to present a quality tennis facility to our local community.</p> <p>Additional notes are as follows:</p> <ul style="list-style-type: none"> The club is seeking the redevelopment of entoutcas courts 3 & 4 as a matter of urgency as the 60 year old courts are now at a point where remedial repair/maintenance are becoming impossible especially in regard to perimeter court fencing / posts which are fast becoming a safety concern. Please refer to that attached Page 47 & 51 proposed marked up revisions for inclusion into the finalised version of the FCC Action Plan 2021. The club is requesting that a budget be set aside by FCC for the scheduled replacement of the sand filled artificial grass courts (SFAG) in 2023. The club wishes to confirm its own experience in that the quality of a courts playing surface is a key component of patronage and under no circumstances should a courts playing condition fall below levels fit for completion play. Please refer to that attached Page 47 & 51 proposed marked up revisions for inclusion into the finalised version of the FCC Action Plan 2021 Our Yamala Park TC continues to serve casual court hire players, grass roots junior tennis along with our retiree mid-week social tennis groups. The club notes that our Artificial Grass Tennis Courts 1 & 2 have been instrumental in maintaining and attracting new 	<p>Courts:</p> <p>Club is seeking redevelopment of entoutcas courts 3 & 4 as a matter of urgency. Courts are 60yrs old making remedial repair/ maintenance impossible. **</p> <p>Club requests a budget be set aside by FCC for scheduled replacement of the sand filled artificial grass courts (SFAG) in 2023.**</p> <p>The Artificial Grass Tennis Courts 1 & 2 have been instrumental in maintaining and attracting new players. More than 90% of club patrons prefer play on SFAG courts 1 & 2 over entoutcas courts 3 & 4.</p> <p>The Club have included a comparative analysis of proposed infrastructure spending based on current court participation ratios (viz facility demand) in the hope of being considered favourably when prioritising capital works infrastructure spending in the coming year.</p> <p>** refer to p47 & p51 for proposed marked up revisions for inclusion in the finalised version of the FCC Action Plan 2021.</p>



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	<p>players to the club and provide a quality year round fast draining and cool playing surface that has medium-soft hardness characteristics. It is noted that more that 90% of our club patrons prefer play on our SFAG courts 1 & 2 over entoutcas courts 3 & 4.</p> <p>We are hopeful that FCC will continue to support our Yamala Park Tennis Club and also officially recognise the good work already achieved by our hard working committee. To this end we have included a comparative analysis of proposed infrastructure spending based on current court participation ratios (viz facility demand). Based on this set of principles we are hopeful that Yamala will be considered favourable when prioritising capital works infrastructure spending in the coming year.</p> <p>Faithfully Yamala Park Tennis Club</p>	
Long Island Tennis Club	<p>Committee Response to Frankston Tennis Strategy April 21</p> <p>The Frankston City Council Strategic Tennis Plan was discussed and supported by the committee at the Long Island Tennis Club meeting held on Friday 22nd April. The committee are excited about the opportunity to re-develop our much loved but ageing facilities and we support the aspirations of the executive summary on page 4: Frankston - The Lifestyle Capital of Victoria.</p> <p>The Frankston City Tennis Plan fits well with our aspirations for supporting the Long Island Tennis Club redevelopment, enabling the continued ability to sustain an active, healthy, local community.</p> <p>Tennis remains an important high participation sport in our community.</p> <p>We agree with the assessment that community expectations demand a high standard of professional facilities and the imperative to be flexible. We appreciate the continued need to adapt to new challenges by supporting the changes in the way we provide tennis opportunities in line with current trends demanded by the community wanting to pursue tennis as part of an active lifestyle.</p>	<p>Overall in agreement with statements in Tennis Action Plan which fits well with aspirations for supporting the Long Island Tennis Club redevelopment, enabling the continued ability to sustain an active, healthy, local community.</p> <p>Participation: Believe membership is not accurately recorded in the report and can demonstrate strong growth and consistent membership and playing members. Club to complete a business plan to demonstrate growth and sustainability.</p> <p>Courts: Courts are in fair condition which represents an enormous amount of work by a few which is not sustainable. Require sustainable low cost maintenance playing surfaces</p>

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	<p>We agree with the 3 key points. We need to reposition tennis to align it with future needs We need to grow our club in a sustainable way We support active renewal with a mix of a flexible facilities and online accessibility</p> <p>Page 10 We agree with the details of this change outlined on page 10. Pay and play on line booking facility, new revenue streams and lighting to allow greater flexibility of playing hours will enable our club to contribute revenue into a sinking fund for future maintenance</p> <p>Page 12 Council has traditionally been responsible for managing leases for clubs on Council or Crown land. Council have invested very little in supporting the clubs with their facilities which have traditionally been built and supported by community club volunteers. Long Island Tennis Club is extremely fortunate to have many committed volunteers but with aging facilities, the maintenance programme is extensive.</p> <p>We agree we need to actively move towards a more diverse membership mix and find new sustainable income streams and meet new community demands. We are actively moving in this direction, but need support with improved infrastructure.</p> <p>Page 13 We are proposing 4 beach tennis courts as an active strategy in attracting interest especially from our local schools in a new version of tennis, which we believe will be very popular in our unique location. Courts 3 and 4 will be resurfaced with artificial turf and court 1 will be a hard court We have a professional coach with a contract already in place, who is well able to support this new development with her connections to the international beach tennis community</p> <p>Page 15-19</p>	<p>Club are proposing 4 beach tennis courts as an active strategy in attracting interest especially from local schools. Courts 3 and 4 to be resurfaced with artificial turf and court 1 a hard court. Their professional coach is well able to support this new development with connections to the international beach tennis community. There is a real opportunity of national and international Beach Tennis Championships.</p> <p>Building/Facilities: Council have invested very little in supporting the club with facilities which have traditionally been built and supported by committed community club volunteers, but with aging facilities, the maintenance programme is extensive.</p> <p>Misc. Require automated gates for booking online.</p> <p>Pay and play on line booking facility, new revenue streams and lighting to allow greater flexibility of playing hours and coaching opportunities will enable club to contribute revenue into a sinking fund for future maintenance.</p> <p>Very keen for approved Long Island Tennis Club plan to be implemented concurrently with the new toilet facilities and boardwalk construction.</p>



Respondent name	Comments from Submitter in Full	Comments from Submitter in Summary
	<p>We believe in the future of tennis and we believe the accessibility to first class facilities within walking distance of the central business district and planned high density dwellings is right on track to meet future needs.</p> <p>We believe we will continue to see our membership and use of courts grow. In the last few years our membership has doubled to 130 current members. We believe we will also have a great demand for hiring the facilities when they are redeveloped.</p> <p>Page 20 Long Island Tennis Club already has support from members who prefer our club because it is close to home. Local members have the opportunity to walk or cycle to the club, fulfilling the 20 minute neighbourhood aspiration. We have a diverse and inclusive membership who enjoy playing with friends and love the social atmosphere and interaction. Long Island Tennis Club is welcoming to everyone, regardless of playing ability.</p> <p>Page 21 Highlights the need for lighting we agree 100%</p> <p>Page 26 We will complete a business plan to demonstrate our growth and sustainability. We need sustainable low cost maintenance playing surfaces. We need automated gates for booking online.</p> <p>We have great plans to attract schools with beach tennis. There is also the real opportunity of national and international Beach Tennis Championships. Lighting will extend our playing time and our coaching opportunities will greatly increase with new facilities. There is also the possibility of playing touch tennis, pickle ball and beach volleyball with the new development</p> <p>Page 27 We totally agree that both council and the clubs play a mutually important role in building a healthy and active community. We currently have table tennis available for our members, some no longer play tennis but still enjoy the social atmosphere of our club. We have an ongoing</p>	<p>With new facilities, Club will be a financially viable, stand-alone tennis club with no need for any amalgamation.</p>



Respondent name	Comments from Submitter in Full	Comments from Submitter in Summary
	<p>association with the 'Out-Rigger Boat Club' who utilise our land for boat storage and tennis club membership. Currently, local organisations hire the club-rooms for meetings or activities. With the planned paddle board and kite surf board storage in our new plan, an independent income stream will allow revenue to be directed into a sinking fund. The new facilities will enable the ability to walk or cycle for beach activities without the need for car and trailer parking. The Long Island Tennis Club is already at the centre of many community activities and the new facilities will only enhance this position.</p> <p>Page 29 We agree with the vision outlined and spelt out fully how we are going to address these priorities. We are looking forward to addressing the future with flexible new strategies. We embrace lighting, auto locking, online booking and more sustainable low maintenance playing surfaces. We agree to prepare a detailed SWOT analysis of our club to demonstrate our club's sustainability going forward as a local facility for playing a part in building a healthy lifestyle for Frankston. We agree 100% with the renewal plans outlined for development for our club. We are impatient for this to happen soon and would be very keen for it to happen in one action. This efficient, cost effective way forward will enable us to be financially sustainable as soon as possible.</p> <p>Page 31 We agree with our classification as a local court. We feel ready and capable of delivering a valuable part of this overall plan in our unique location. We are confident that with our new facilities, we will be a financially viable, stand-alone tennis club with no need for any amalgamation</p> <p>Page 33 We believe we have already given significant thought to these issues outlined in the Tennis Strategy. We are prepared and ready to move on our strategies of creating more diversity with beach tennis, wheelchair tennis, and storage of paddle boards – enabling revenue for our club in our unique location. The lighting and automated systems will greatly increase our patronage and operation times.</p>	

Frankston City Council
Tennis Action Plan



Respondent name	Comments from Submitter in Full	Comments from Submitter in Summary
	<p>We have an active and viable committee with a strategy in place to grow a younger age base for sustainability and continuity.</p> <p>We believe our new facilities will allow us to achieve a very competitive court usage. With extended playing hours, it will be possible to organise both formalised and informal multi playing sessions.</p> <p>Page 37 We are committed to presenting a detailed business plan of how we propose to achieve and sustain this growth.</p> <p>Page 44 Mentions fluctuations in membership. We believe our membership is not accurately recorded in the measurements quoted in the report and we can demonstrate strong growth and consistent membership and playing members. We believe our courts are in fair condition which represents an enormous amount of work by a few which is not sustainable.</p> <p>We would be very keen for our Frankston City Council approved Long Island Tennis Club plan to be implemented concurrently with the new toilet facilities and boardwalk construction. After little improvement over the last 100 years, we are very ready for action.</p> <p>Our building and the adjacent toilet block are currently marked for renewal in Council Plans, so we trust action can be taken very soon.</p> <p>Yours faithfully,</p> <p>Long Island Tennis Club</p>	
Carrum Downs Tennis Club	Thanks for the opportunity to review the draft tennis plan & for scheduling the very informative ZOOM meeting last week.	<p>Participation: Numbers quoted as participation for each Club is not accurate as based only on membership numbers.</p>



Respondent name	Comments from Submitter in Full	Comments from Submitter in Summary
	<p>In regards to Carrum Downs Tennis Club specifically there were no surprises as we had already discussed our redevelopment plans & the draft plan reflects this exactly. The only item requiring further discussion would be the long term relocation of the tennis pavilion to an extended Len Phelps Pavilion. We had previously discussed this with representatives of both the Footy & Cricket Clubs & have no objection to this occurring. Given that the Council have just recently spent many thousands upgrading the existing Clubhouse we agree that this be give a low priority & scheduled towards the end of the proposed 10 year cycle.</p> <p>At that time the participation numbers for both tennis & netball can be assessed & if necessary consideration given to the construction of additional surfaces on the available space.</p> <p>As identified by the plan, participation in tennis has changed significantly over the past decade with 'participation' extending well beyond membership into discrete programs such as night comp, social play, coaching, targeted programs (e.g. mums tennis, tennis4teens, Get Your Racket On, Hot Shots etc.) & casual (Book a Court) play. Therefore the numbers quoted as participation for each Club is not accurate as they are based on membership numbers. I suggest a quick survey to ascertain the actual numbers of participants at each Club.</p> <p>The lack of volunteers was also identified as a significant challenge facing Clubs & whilst there are some community resources available to assist (e.g. Impact Volunteering), to ensure long term sustainability smaller Clubs will need to form hubs in order to efficiently manage resources & access Federal, State & Local grants. Ideally a paid position (funded jointly by Clubs & Council) should be created to oversee each hub in conjunction with individual Club volunteers as identified by the draft plan</p> <p>The hierarchy of Clubs into Regional, District & Local sounds good in theory but in practice there are pitfalls, the major of these being the gradual homogenization of the tennis talent as players migrate to the larger centres where greater resources are available. A diversity of programs need to be spread across District & Local Hubs to ensure viability, local access & individual development for all players.</p> <p>Regional facilities should extend to all sports & be promoted as such (e.g. mini Masters)</p>	<p>Suggests smaller clubs facing significant challenges with lack of volunteers form hubs in order to efficiently manage resources & access Federal, State & Local grants. Suggests a paid position (funded jointly by Clubs & Council) be created to oversee each hub in conjunction with individual Club volunteers as identified by the draft plan.</p> <p>The use of tennis facilities over each 24 hour period was not addressed in the draft plan but is applicable to all Council sporting facilities as can be under-utilized over the course of the week. The changes in working structure over the past 25 years has created a more versatile leisure environment which is amendable to greater utilization of sporting facilities.</p> <p>Whilst the draft plan correctly addressed the technical issues it doesn't address the underlying psychological mindsets. A SWOT analysis for example leads to four individual lists, however it provides no mechanism to rank the significance of one factor vs another within any list.</p>



Respondent name	Comments from Submitter in Full	Comments from Submitter in Summary
	<p>Digital media should be prioritized for each Club with an emphasis on joint promotion within hubs.</p> <p>One aspect that wasn't addressed in the draft plan was the use of tennis facilities over each 24 hour period. This really applies to all Council sporting facilities as they tend to be under-utilized over the course of the week. The changes in working structure over the past 25 years has created a more versatile leisure environment which is amendable to greater utilization of sporting facilities.</p> <p>Having listened to the feedback from other Clubs during the ZOOM session it's clear that the most problematic issue will be resistance to change.</p> <p>Tennis Clubs have operated in a set way for many, many years & Committees have been using this procedure over countless years. Whilst the draft plan correctly addressed the technical issues in regard to meeting compliancy requirements, provides many statistics with references to TA, TV & ITF & a SWOT analysis, this doesn't address the underlying psychological mindsets. A SWOT analysis for example leads to four individual lists, however it provides no mechanism to rank the significance of one factor vs another within any list. Hence any one factors true impact on the objective can't be determined. For example only 50% of Clubs have a business plan, so how can they assess the draft tennis plan in relation to themselves?</p> <p>Ideally the way forward is to work towards a common goal by building a common vision but in reality it may be a slower process of unfreezing, refreezing, unfreezing, refreezing etc. over several years in order to shift mindsets over time.</p>	
Name Redacted	<p>Kananook Tennis Club</p> <p>On my way home from work, I used to regularly see children having tennis lessons in the afternoons. The courts are also used by casual players. It is not likely that either group are club members and are therefore not included in the usage numbers. Adding to this, not all sports are team sports and this makes tennis player and club member numbers misleadingly disproportionate when compared to other sports. Tennis is also a sport in which older people play compared to other sports and team sports, this should be encouraged.</p>	<p>Participation: Not all users are included in usage numbers, only Club members.</p> <p>Building: Disagrees that the club room building would need to be upgraded if Club memberships increases (reasons stated)</p>



Respondent name	Comments from Submitter in Full	Comments from Submitter in Summary
	<p>It is stated that the pavilion is in poor condition and if the club increases its membership, it suggests that new facilities may not be financially viable. I don't agree that the club room building needs to be upgraded for the following reasons:</p> <ul style="list-style-type: none"> • Extra membership should not inevitably mean that new or larger club rooms are needed • I believe it is in no more 'poor' condition than any other property in that area (built around the same era) and in which are often built of the same blonde clinker brick. • These style bricks and the skillion roof actually fit in really well with the character of the area • The building obviously doesn't need to be replaced for the next 50 years if not more. Regular general maintenance is all that's needed. A bit old fashioned or retro doesn't equate to 'poor condition' • I feel it's wrong to falsely declaring a building 'At the end of its life' or 'poor condition' to justify either closing a club to either sell or redevelop the land, or to spend unnecessary millions on new buildings • I believe that Council's obsession with extravagant new sports buildings is a concern to many rate payers and often appears to be driven by political interests • Many of the older sports clubs are modest, have character and heritage and this is never appreciated by Council. These 'retro' buildings are currently very desirable to home buyers. A Heritage Review has just been undertaken primarily to save post war modernist buildings, although Council appears to want to demolish them all calling it 'renewal' or 'rejuvenation'. The Carrum Bowls Club was a perfect example of this. It was even in the popular film 'Crackerjack'. <p>Long island tennis Club</p> <p>The Long Island Tennis Club is also a quaint and understated little building in which does the job of club meetings, tea & coffee, fund raising and BBQs etc. Perhaps some minimal renovations and painting is all that's required? A window for a small kiosk for beachgoers could be a simple addition and all that's needed? The following concerns me:</p>	<p>Long Island Tennis Club Redevelopment driven by Frankston City Coastal Management Plan (FCCMP) in which consultants have decided the location be declared a 'Recreation Node'. The location doesn't suit this classification (reasons stated) and adding one more sport doesn't justify an out of proportion, bulky and overstated new club house of which costs unnecessary millions to rate payers.</p>



Respondent name	Comments from Submitter in Full	Comments from Submitter in Summary
	<ul style="list-style-type: none"> • Hard surface courts could look out of place next to the foreshore. Red porous courts look more natural and softer in the foreshore environment • Showers and second-rate public art are unnecessary, bitsy, tacky and add clutter • Adding one more sport doesn't justify an out of proportion, bulky and overstated new club house of which costs unnecessary millions to rate payers <p>Unfortunately, the Long Island Tennis Club Redevelopment appears to be mainly driven by the Frankston City Coastal Management Plan (FCCMP) in which consultants have decided the location be declared a 'Recreation Node'. The location doesn't suit this classification for the following reasons:</p> <ul style="list-style-type: none"> • The FCCMP does not take the environment into account in this location. The area is much too small and natural to be a 'Recreational Node' and many trees and vegetation would inevitably have to be removed • The location has limited existing car parking - It is suggested that some additional Foreshore Reserve be used which would be a great loss and look terrible (it is impossible for a 'Recreational Node' to not add parking) • Possible LED lighting could be disturbing to threatened species and create light pollution • A new two storey modern building would be out of proportion with the location • The FCCMP does not take into account the feel, the character and heritage of the area or the club house • Quiet, simple and contemplative areas, facilities or uses are not encouraged or valued (The FCCMP's main focus seems to be utilisation, tourism and the local economy, regardless of everything else) • Another great Australian icon would disappear – 'The sandy track to the beach' • Complying with the 'Key Beach Access Node' status would <u>completely</u> change the character and natural surroundings of the area 	



Respondent name	Comments from Submitter in Full	Comments from Submitter in Summary
	<p>The Long Island Tennis Club is over 100 years old and could possibly be the only tennis club that still exists on the foreshore of which were quite common early last century. I feel that this Australian cultural tradition should be recognised by preserving the small remaining number of diminishing beach sports clubs around the bay on heritage grounds regardless of how they are currently utilised.</p>	
Tennis Victoria	<p>Tennis Victoria - DRAFT Tennis Action Plan Feedback - A4454898 (Edit)</p> <p>Tennis Victoria's Overall Feedback -</p> <p>Page 7 – the Plan references the TA Tennis 2020 – Facility Development and Management Framework and the National Tennis Facility Planning & Development Guide. The former essentially ‘finished’ last year but has not yet been updated by TA. Recommend leaving the reference to this out of the plan.</p> <p>The latter document has been superseded by TA’s Tennis Infrastructure Planning guide.</p> <p>Page 18 – court to participant ratio. Hasn’t been updated in a while but would note this to be 1:30 for litcourts and 1:20 for unlit courts. It is still a fairly broad assessment given different types of clubs and locations but in the absence of anything further guidance at this point in time.</p> <p>Page 31 – as per p7 reference to Tennis 2020. Note the new TA hierarchy based on functional ability rather than number of courts. Many Councils use a Local, District, Regional venue hierarchy across sports so just need to indicate how this would link to the new Tennis hierarchy?</p> <ul style="list-style-type: none"> The reference to Lighting under 7.2 should ideally identify LED lighting <p>Page 32 – electronic court access. Note TV is investigating the use of Bluetooth lock systems as an option for smaller venues. While this does not have the array of benefits the Book-a-Court system does, it does provide a relatively inexpensive option for small venues or those without lights.</p>	<p>Kelly has made recommendations and suggested changes to various reference points on the Tennis Plan by page number.</p> <p>Overall Comments:</p> <p>Club Plans – Kananook and Long Island note the lack of lighting in reducing participation opportunities but no provision has been made in the works to install this at either site?</p> <p>Lighting - improve &/or make lighting provisions to all 11 facilities to increase opportunities for coaching, casual play and social tennis, to increase overall tennis participation</p> <p>Digitise Clubs – websites at all clubs and improve social media presence and reach to the local community (Tennis Victoria’s VSR tool can help to identify clubs who lack, or have a limited digital footprint and assist in the development of an action plan to address)</p> <p>Club/Coach Agreements - Tennis Victoria can provide the support and resources re to assist clubs with future club/coach agreement discussions</p>



Respondent name	Comments from Submitter in Full	Comments from Submitter in Summary
	<p>Recommendation regarding court lighting should refer to LED lighting.</p> <p>Page 33 – Club Strength Assessment Matrix – note TV willing to assist and work with Council in the implementation of this noting the similarities with the Thriving Tennis Communities project (see notes below on page 4)</p> <p>Page 34 – Number of participants to court ratio – again note the unlit court ratio of 1:20. This measure talks only about registered members. Is there an opportunity to include users generally provided these numbers can be substantiated? As has been identified in the report, there is less interest in membership so measuring casual and social use should be included.</p> <p>Clubs are encouraged to identify preferred development pathways – need to manage this in line with the club's vision and capability. Clubs need to work together on this not compete for the same target market. Each has a role to play in supporting a pathway.</p> <p>Page 35 – as per page 33, TV happy to assist with this process and recommend replacing the "Club Strength Assessment Matrix" with Tennis Victoria's VSR club assessment tool (see below).</p> <p>General Comments:</p> <ul style="list-style-type: none"> • Club Plans – Kananook and Long Island note the lack of lighting in reducing participation opportunities but no provision has been made in the works to install this at either site? • Lighting - improve &/or make lighting provisions to all 11 facilities to increase opportunities for coaching, casual play and social tennis, to increase overall tennis participation • Digitise Clubs – websites at all clubs and improve social media presence and reach to the local community (Tennis Victoria's VSR tool can help to identify clubs who lack, or have a limited digital footprint and assist in the development of an action plan to address) 	



Respondent name	Comments from Submitter in Full	Comments from Submitter in Summary
	<ul style="list-style-type: none"> • Club/Coach Agreements - Tennis Victoria can provide the support and resources re to assist clubs with future club/coach agreement discussions 	
Peninsula Health	<p>Please see below my comments and feedback on FCC Tennis Action Plan. Thank you.</p> <p>.see <u>page 31 - 7.2 Develop Tennis Venues as Flexible use Facilities</u> <i>"Facility upgrades to provide flexible options for tennis participation, meet the needs of the changing tennis consumer, maximise use of facilities and encourage an active community, are as follows:"</i></p> <p>There could be information added around amenities or infrastructure as a means to support needs of the changing tennis consumer' such as toilet/changeroom facilities that are labelled as unisex or gender neutral. See suggestions in attached document.</p> <p>· see page. 33/34 – <u>Implement a Club Strength Assessment Matrix</u></p> <ul style="list-style-type: none"> o Peninsula Health can provide support with aspect of the matrix including: <ul style="list-style-type: none"> • Diverse and Inclusive Participation Options. – We can support and provide information on best practice inclusion strategies for LGBTIQ and Aboriginal people, including registration forms, awareness education options and policies relating to use of amenities (see suggestions in attached document) for LGBTIQ people. • Healthy Behaviours Polices / Programs Peninsula Health, Health Promotion team can support with the Healthy food and drink options and smoke free venues. <p>· See page. 36 - <u>7.6 Review facility leases and club governance models</u></p>	Chris has made recommendations and suggested changes to various reference points on the Tennis Plan by page number.



Respondent name	Comments from Submitter in Full	Comments from Submitter in Summary
	<ul style="list-style-type: none"> o Peninsula Health, Health Promotion team are offering to review and provide suggested wording to support clubs around diversity and inclusive Participation Options and Healthy Behaviours Polices / Programs etc. for individual clubs · See page 56 – 10.3 Evaluation o 2. Accessible community infrastructure. – currently the measure listed is ‘book a court reporting tool’, another measure could be accessible, welcoming amenities and signage. For example: <ul style="list-style-type: none"> • toilet/changeroom facilities that are labelled as unisex or gender neutral • visually welcoming images like the rainbow/LGBTIQ, Aboriginal and Torres Strait Islander flags o 4. Social Inclusion and engagement - additional measures could be <ul style="list-style-type: none"> • any inclusion awareness training clubs have attended • policies or guidelines in place that support the inclusion marginalized groups e.g., LGBTIQ, Aboriginal and disabled people 	
Name Redacted	<p>I think the draft plan adequately covers the Frankston region. Tennis has taken a back step to multiple other sports of recent years and as such many of the facilities have all but been forgotten and become decrepit. LITC is such a local institution enjoyed by many and I think with the inclusion of a new clubhouse, court lighting, a new toilet block and path down to the beach many more people will be able to enjoy the facilities. The current toilet block next door to the courts is a disgrace with much antisocial behaviour happening there. I would love to see more people enjoy this wonderful area playing sport, including wheelchair tennis and beach tennis and be safe doing so. This would also make the entrance to Frankston a much more pleasant one.</p>	
Name Redacted	<p>Dear Frankston Council</p> <p>I’m writing to wholeheartedly endorse the Council's proposal to develop the Long Island Tennis Club. I have been a member for the past 13 years and have also been a frequent visitor to Long Island for 30 years prior to that as my Mum lived in the area. The tennis club is a valuable asset in the area, not only to promote health and well-being for locals through engaging in tennis, but also as a venue hosting many artistic community events such as the Frankston Festival. Under</p>	

Frankston City Council
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Respondent name	Comments from Submitter in Full	Comments from Submitter in Summary
	<p>the new proposals, both of these aspects of the club would be greatly developed. There would be the inclusion of storage facilities for canoes, the opportunity for night tennis, the exciting development of beach tennis, as well as a larger, well-appointed club room for social and artistic events.</p> <p>As a local resident, I'm very grateful that the Council is proposing to upgrade and improve our unique tennis club and further enhance the unique area that is Long Island.</p>	
Name Redacted	<p>Why not upgrade Belvedere Park courts 6-9 into tennis courts that are free to the public. Advertise the upgrade and free access to the municipality. This could reinvigorate interest into tennis and see an increase in paid memberships at tennis clubs. It would be much better than decommissioning and returning to open space. Everyone should have access to a tennis court not just those who can afford to pay to play</p>	
Name Redacted	<p>I am writing this note in general support of the recommended action plan for the Long Island Tennis Club, as detailed in the Tennis Action Plan - 2021 (Item # 9.3.1.7). Amalgamation with Kananook is certainly worth consideration if it is likely to improve viability of both clubs. Converting one court to use for beach tennis is also a good idea if it will enhance membership. I'm uncertain as to the meaning, however, to the reference to pedestrian access to carpark on western side of Nepean Highway given the carpark is already adjacent to the tennis club. I'm disappointed that there is no recommendation to 1) Upgrade courts 2 and 3, and 2) Upgrade pavilion building to provide beach support amenities including integrated public toilets, outdoor showers, drinking fountain - items that I see as priority tasks to attracting and maintaining club membership into the future. The club provides an important focus for the local community and requires support from our Council to ensure its on-going viability. Overall, I congratulate Council on taking this initiative to ensure that tennis continues to play a role in this region. Regards</p>	
Name Redacted	<p>Hi, I'm writing in regards to the Frankston City Tennis Action Plan 2021 and more explicitly in regard to Long Island Tennis Club. I'd like to express my gratitude first of all to those who worked so hard on this plan to better Long Island Tennis Club and to emphasise my own support of the plans. I've only been a member for 8 or so months as I'm new to Frankston, I enjoy the social games every Sunday and when I can on Thursdays- it's been a wonderful way to meet new people in the area, stay fit and enjoy the beautiful beach side position. The plans as outlined appeal to me greatly as I feel it can only benefit the locals and attract others to play</p>	

Item 12.9 Attachment B: Frankston City Draft Tennis Action Plan Feedback

Frankston City Council
Tennis Action Plan



Respondent name	Comments from Submitter in Full	Comments from Submitter in Summary
	here. Beach tennis will add a new dimension and I'm excited by this sport which apparently is hugely popular overseas and I think it's a wonderful addition to the regular courts. I look forward to hearing more about the improvements to our club. Thank you	
Name Redacted	I am very happy with all the proposed plans for LTC and wish to voice my support. I am a member of the tennis club and live in Edithvale but am very happy to travel the distance to these courts as I find the members very friendly and the whole club atmosphere cordial. I look forward to the improvements to the courts and buildings and really feel the proposed plan will benefit the local community. Fitness, recreational and social possibilities are endless with this plan, which will encourage a growing membership. I hope the many hours of planning and collaborations will result in the realisation of this proposal. Regards	
Name Redacted	The draft action plan is well parented and inclusive of all types of facilities that a community requires. I am only interest in the hierarchical category of "Local Tennis Facilities". Wimbledon is not for me. I thank you for recognising the vital role that this category plays in a community, both for active members and non-participants. A tennis club, in an Aussie streetscape is hardwired into our psyche. All the positive benefits - social, physical, emotional and environmental - build community. My one concern is that an analysis should be done on the effect on membership fees, if all goes according to our best wishes	
Name Redacted	The plan proposed for the Long Island tennis club is fantastic, it is a much need resource with a fantastic location. Well done	
	Tennis clubs had attended a previous presentation providing an overview of the Tennis Action Plan (TAP) and received the full document to read and comment on. The notes below are from subsequent consultation meetings held with the clubs to hear their feedback on the draft TAP.	
Consultation Meeting 13/04/21	<p>BTC stated that the club participation numbers in the TAP were inaccurate and were too low for their club. FCC advised that the numbers were provided by Tennis Victoria.</p> <p>BTC stated that uploading their information onto the TV website was resource intensive so they only included base membership data. They were concerned that their tournament and social play numbers had not been included. NSTC and KTC concurred with this position on inaccurate participation numbers.</p> <p>NSTC stated that they supported the recommendations of the TAP. They stated that loss of their fifth court however would be concerning as they currently utilised all courts. FCC noted that</p>	



Respondent name	Comments from Submitter in Full	Comments from Submitter in Summary
	<p>their clubhouse would need to be rebuilt for the courts to be redeveloped with compliant run-offs. NSTC stated they would lose the fifth court in the event it was necessary to get compliant courts. They recommended that hot shots line marking be included at their facility.</p> <p>CDTC said that the TAP recommendations for the CD facility met their expectations and they had been working closely with the football netball club on the future sharing of the facility. It was questioned whether you could compete on multi-lined courts. FCC understands that this is possible until high level competitions.</p> <p>CDTC stated that clubs working together is a good idea. He suggested that successful tournaments can be run across 3-4 clubs. CDTC have lots of programs run by Tennis Australia, mum's tennis with the support of Vic health. CDTC is developing their digital marketing with help sought from and provided by Impact Volunteering.</p> <p>BPTC said their back courts were developed in the 70's and 80's and their front courts were their priority for redevelopment.</p>	
Consultation Meeting 14/04/21	<p>LTC queried whether the funding allocated to LTC could be spent differently than outlined in the Tennis Action Plan. FCC advised that funding amounts were indicative only, and that the particular projects noted in the plan were what Council would follow. They were not financial allowances to be given to the clubs.</p> <p>LTC stated that they desired a new two level pavilion rather than a refurbishment of the existing pavilion. FCC asked LTC to provide detail around this and its justification in a written submission.</p> <p>LTC noted the need for lighting in the car park at Lloyd Park.</p> <p>LITC noted that they proposed 4 beach tennis courts not one, as four beach tennis courts make up the size of a full tennis court.</p>	
Consultation Meeting 15/04/21	<p>Due to the number of Juniors BPTC are always looking for extra courts on Saturday mornings. They are paying to use other courts which is financially difficult. They would like to use Overflow</p>	

Frankston City Council
Tennis Action Plan



Respondent name	Comments from Submitter in Full	Comments from Submitter in Summary
	<p>at Baxter. They have previously used overflow at Frankston East. Court 5 does not have lighting on it as stated in the TAP.</p> <p>YTC have used Renlar Tennis Club for overflow. Their synthetic grass courts are popular. Getting older players to use hard courts is difficult.</p> <p>OTC are taking \$350 per month through book a court hire but have complications in connecting to their lighting so are not using book a court at night.</p> <p>(Bruce Park) – Court 5 doesn't have floodlighting.</p>	

Executive Summary**12.10 Frankston Planning Scheme Parking Overlay & Financial Contribution Requirement**

*Enquiries: (Suzane Becker: Communities)
(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 brief Council on the Frankston Planning Scheme Parking Overlay and Financial Contribution review.

Recommendation (Director Communities)

That Council:

1. Notes the Parking Overlay and Financial Contribution Requirement within Schedule 1 of the Parking Overlay of the Frankston Planning Scheme; and
2. Endorses that it be reviewed concurrently with the revision of Council's Municipal Planning Strategy and review of the Frankston Metropolitan Activity Centre Structure Plan.

Key Points / Issues

- On 31 May 2021, Council considered a planning application to construct a nine (9) storey building, 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) at 35 Playne Street, Frankston. The proposed building is predominantly offices, with a small retail tenancy on the ground floor.
- The above mentioned proposal was 136 spaces short of the statutory car parking rate stipulated in Clause 52.06 of the Planning Scheme. Council had an external Traffic Engineering assessment undertaken and based on this custom assessment it was determined that a reduced car parking rate was appropriate. However, the proposal still had shortfall of 69 car parking spaces based on this reduced rate. Staff recommended a condition be included that required a parking financial contribution to offset this shortfall as allowed for in Schedule 1 of the Parking Overlay (Clause 45.09-5).
- The financial contribution requirement is discretionary and the Council, as the responsible authority, determined to accept the applicant's Traffic Engineering Assessment, which proposed an even lower car parking rate, and subsequently resolved to remove the recommended condition that required a financial parking contribution.
- Council took a position to not require the provision of car parking commensurate with the likely assessed demand, highlighted that Council plays a key role in encouraging green/smart travel and behavioural change in respect to transport choice through its decision making. Noting the significant car parking reduction associated with this application with no financial offset, the resolution included the following part:

12.10 Frankston Planning Scheme Parking Overlay & Financial Contribution Requirement
Executive Summary*'Part 2*

That Council seeks a report be provided to Council, providing options and opportunities to review the Parking Overlay, by August 2021.'

- Amendment C111 was adopted by Council on 14 May 2018, approved by the Minister for Planning on 17 October 2018 and gazetted into the Frankston Planning Scheme on 22 November 2018. Amendment C111 implemented the Frankston Metropolitan Activity Centre (FMAC) Parking Precinct Plan by introducing Clause 45.09 Parking Overlay into the Frankston Planning Scheme, applying a new Schedule 1 to the Parking Overlay to the FMAC.
- While introducing Schedule 1 to the Parking Overlay was intended, where warranted, to provide for the collection of financial contributions toward the construction of shared parking facilities, centralised parking and an incentive to facilitate development, there have been no contributions made since the adoption of this amendment.
- Separate to the Financial Contribution Requirement, Schedule 1 to the Parking Overlay does provide a reduced car parking rate than that specified by Clause 52.06-5 for Food and Drink Premises, Residential Buildings (other than aged care) and Shops (other than restricted retail) in the FMAC. These rates were designed to allow flexibility where a change of use is proposed.
- A schedule to Parking Overlay may vary car parking rates and measures for any use, specify rates for uses not detailed in Table 1 of 52.06-5, specify maximum and minimum car parking requirements and apply column B in Table 1 of Clause 52.06-05 (lower car parking rate). In addition, a schedule to an overlay may allow a responsible authority to collect a financial contribution.
- Based on this, the Council has a number of options in relation to the Parking Overlay and the associated schedule, such as reducing the car parking rates that apply, applying similar or the same rates to common land uses and/or revising the financial contribution requirement, such as altering the dollar rate per car park and/or the requirements around when a contribution must be made. These options should be considered based on professional advice. As an example, the Council's Traffic Engineering advice for the above mentioned development at 35 Playne Street, recommended a reduced car parking rate for an 'office' land use based on an accessibility (transport and walkability) assessment. This reduced rate could be specified in the Schedule 1 to the Parking Overlay.
- The Practice Note (Practice Note 57 – April 2013) developed by the Department of Environment, Land, Water and Planning (DELWP) on Parking Overlays provides direction on the monitoring and review of Parking Overlay provisions. In summary, the practice note states that the:

'Parking Overlay should be regularly monitored and reviewed to ensure it continues to reflect the precinct's actual parking needs, and is consistent with the Council's future plans.'

It is also recommends:

'that any Schedules to the Parking Overlay are reviewed concurrently with the Council Municipal Strategic Statement (now Municipal Planning Strategy) to ensure the specific car parking rates still reflect the car parking demand for each land use and to ensure that any requirement for a financial contribution is still suitable.'

12.10 Frankston Planning Scheme Parking Overlay & Financial Contribution Requirement
Executive Summary

- As per the above, Council will review the Parking Overlay and Schedule 1 to the Parking Overlay in conjunction with other aligned strategic projects, namely the Municipal Planning Strategy and the Frankston Metropolitan Activity Centre Structure Plan (which will include an updated transport analysis and car parking assessment). Both of these projects are being undertaken as part of the City Futures Department FY 21/22 strategic work program.

Financial Impact

There are no direct financial implications associated with this report. The review of the Council's Municipal Planning Strategy and the FMAC Structure Plan review are FY 21/22 budgeted strategic projects.

Collecting financial car parking contributions can have significant implications on the financial feasibility of any development proposal. Schedule 1 to the Parking Overlay provides that:

Within the Frankston Metropolitan Activity Centre area defined in Map 1: FMAC Parking Precinct Plan Map in this schedule, the responsible authority may consider accepting a financial contribution in-lieu of one or more car parking spaces required under this Clause 45.09 and/or Clause 52.06, provided the following criteria are met, to the satisfaction of the responsible authority:

- The applicant demonstrates that the car parking requirement cannot be practically provided on-site or reasonably nearby;*
- The number of car parking spaces to be provided on-site is low, and is not considered to achieve the objective of consolidating car parking into large, well located, easily accessible and locatable facilities; and*
- The applicant agrees, under Section 173 of the Planning & Environment Act 1987, to the financial contribution being applied to the provision of public shared parking, at any site in or adjacent to the Frankston Metropolitan Activity Centre Area, as determined by the responsible authority.*
- The financial contribution rate is \$19,500 (plus GST) for each car space. The amount of contribution for each space specified above will be adjusted by the responsible authority on 1 July each year, commencing from 1 July 2017, by applying the Building Price Index, Melbourne, in Rawlinsons Australian Construction Handbook.*

It should be noted – if Council collects a contribution it is obliged to spend that contribution on the construction of car parking spaces. Currently, there are no defined projects for constructing car parking. In addition, it should also be noted the above mentioned financial contribution does not represent full cost recovery for the construction of decked or multi-level car parking. The Frankston Metropolitan Activity Centre (FMAC) Parking Precinct Plan suggests the introduction of the financial contribution was an incentive to facilitate development. Currently, Council has not applied the contribution requirement, so the lack of collecting financial contributions when there is a significant car parking shortfall may eventually indirectly shift costs onto the Frankston community through borrowings or allocation of rate funded capital spending toward construction of public car parks.

Consultation**1. External Stakeholders**

12.10 Frankston Planning Scheme Parking Overlay & Financial Contribution Requirement
Executive Summary

Consultation will occur on the development of the Council's Municipal Planning Strategy and the review of the Frankston Metropolitan Activity Centre Structure Plan, as well as any proposed changes to the Parking Overlay.

Other Stakeholders

No other stakeholders at this stage.

Analysis (Environmental / Economic / Social Implications)

As detailed above, the Parking Overlay and associated schedule can have financial implications on the feasibility of development proposals for developers, as can the cost of addressing significant car parking shortfalls on the Council. The lack of imposition of car parking financial contributions when there is a significant car parking shortfall may indirectly shift costs onto the Frankston Community through borrowings or allocation of rate funded capital spending on public car parks.

There is a need for a fair and equitable application of a car parking contribution rate – which ensures parking demand is being addressed and economic activity in the FMAC is not being restricted.

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.

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

No legal implications.

Policy Impacts

As above, Council should review the Parking Overlay and associated schedule in conjunction with the review of the Council's Municipal Planning Strategy and the review of the Frankston Metropolitan Activity Centre Structure Plan update, both projects to be undertaken in FY 21/22.

Officer's Declaration of Interests

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

Risk Mitigation

No direct risks associated with this report.

Conclusion

As detailed above, Council has a number of options in relation to the Parking Overlay and Schedule 1 to the Parking Overlay, such as reducing the car parking rates that apply, applying similar or the same rates to common land uses and revising the financial contribution requirement, such as altering the dollar rate per car park and/or the requirements around when a contribution must be made.

**12.10 Frankston Planning Scheme Parking Overlay & Financial Contribution
Requirement****Executive Summary**

The report recommends Council review the Parking Overlay and associated schedule in conjunction with the review of both the Municipal Planning Strategy and Frankston Metropolitan Activity Centre Structure Plan.

ATTACHMENTS

Nil

Executive Summary**12.11 Frankston Arts Advisory Committee - Report**

Enquiries: (Andrew Moon: Communities)

Council Plan

Community Outcome:	2. Liveable City
Strategy:	2.2 Vibrant and Engaged
Priority Action	2.2.2 Promote Frankston City's reputation as an arts, festivals and events destination

Purpose

To brief Council on the minutes of the Frankston Arts Advisory Committee meeting held on 27 July 2021 and its recommendations to Council.

Recommendation (Director Communities)

That Council receives the Minutes of the Frankston Arts Advisory Committee (FAAC) meeting of 27 July 2021.

Key Points / Issues.Frankston Arts Board Minutes – July 2021

The July meeting was convened with members of the Frankston Arts Advisory Committee to discuss the agenda and make recommendations where appropriate to Council for approval.

Discussed by the Committee at the meeting 27 July 2021:

- Sculpture by the Sea – sculpture opportunities
- Eel Race Road - sculpture fabrication
- Roadside Marker - restoration and installation
- Mirage – sculpture refabricating
- Big Picture Festival - curator EOI
- Big Picture Festival - schools engagement
- Federal Government RISE Fund - artists in residence grant application
- Frankston Art Trail – concept discussion

Financial Impact

Financial implications associated with this report are included in the current year budget.

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 or impacts associated with this report.

Policy Impacts

Nil

12.11 Frankston Arts Advisory Committee - Report**Executive Summary**Officer's Declaration of Interests

Council officers involved in the preparation of this report have no Conflict of Interest in the matter related to the minutes of the FAB or Council report.

Risk Mitigation

Risks have been considered and mitigations are considered achievable.

Conclusion

Minutes of the FAAC meeting on 27 July 2021 are included for Council information and approval

ATTACHMENTS

Attachment A: [↓](#) FAAC - Minutes - 27 July 2021



FRANKSTON ARTS & CULTURE
FRANKSTON ARTS ADVISORY COMMITTEE MEETING

MINUTES OF THE MEETING
Tuesday 27th July 2021
6.30 – 8.30pm
via Zoom

1	Governance: General	
1.1	Welcome and apologies	Present Ms Barbara Crook (Chairperson) Cr David Asker Cr Kris Bolam Ms Ally Bruce Ms Mish Eisen Ms Gillian Kay Mr Andrew Moon Mr Douglas Spencer - Roy Ms Rebecca Umlauf Mr Nic Velissaris Apologies Mr Phil Cantillon
1.2	Determination of quorum	A quorum was declared
1.3	Declaration of interests	Mr Spencer Roy's employer is a sponsor
1.4	Confirmation of Agenda	Items added: 5.2 Renew Australia 5.3 South Side Subcommittee 5.4 RISE Fund 5.5 Frankston Art Trail
1.5*	Approval of minutes	Moved: BC Seconded: ME Decision: The Minutes of the FAAC meeting held on Tuesday 29 June were previously approved via email by the Committee. Carried
1.6*	Action items/Matters arising	Action items were noted Noted
2	Management Updates	
2.1	Arts & Culture Monthly Report	June EOFY Report will come to a later meeting Noted
2.2	Arts & Culture Financials	June EOFY Report will come to a later meeting Noted

2.3	Grants Panels FAAC Representation	<p>Moved: DSP Seconded: RU</p> <p>Decision: Manager Arts and Culture informed the Committee of three grants panels that require representation. Participants agreed are as follows. RU to be on the panel to assess the COVID relief and recovery artist project grant applications. NV to be on the panel to assess the community initiated major events grants applications. DSR to be on the panel to assessing the South – Side Festival \$5k artists grant applications. Carried</p>
2.4	Public Art <ul style="list-style-type: none"> • Sculpture by the Sea communications • Eel Race Road sculpture fabrication • Roadside Marker relocation • Mirage rebuild • Fletcher Road Underpass murals • BPF Curator EOI • BPF & schools • Seaford Substation • Keys Street 	<p><u>Sculpture by the Sea</u> Recent communications from Sculpture by the Sea informed council that the previously selected sculptures are now not available for lease. There will however be an opportunity to view a new catalogue of sculptures in February / March 2022. The 21/22 budget allows for 4 – 7 sculptures leased for a 3 year period. Noted</p> <p><u>Eel Race Road sculpture fabrication</u> Manager Arts and Culture updated the Committee on recent communications with the artist. The working title for this piece is <i>Lighthouse</i>. Noted</p> <p><u>Roadside Marker</u> Roadside Marker restoration is complete and is due to be installed on the corner of Cranbourne Road and Beach Street when the location permissions have been obtained. Noted</p> <p><u>Mirage</u> <i>Mirage</i> was removed from its location some time ago due to safety issues. Work will commence in the next few months to have it refabricated. The artist has specified the fabricator.</p> <p><u>Fletcher Road Underpass murals</u> Permission is being sought from DoT to complete artwork treatments on either side of the underpass abutments.</p> <p><u>BPF Curator EOI</u> Manager Arts and Culture informed the Committee that the current curator's contract will finish in 2022. The EOI process has been started for a curator for 2023 and 2024.</p> <p><u>BPF and schools</u> Two schools took part in BPF 2021 through State Government funding from the Revitalisation Project. Funding for two more schools and a youth group has been granted for 2022.</p>
3	Capital Works	
4	Strategy	
5	Any Other Business	
5.1	Update Material	Noted

5.2	Renew Australia	<p>Moved: NV Seconded: ME</p> <p>Decision: ME updated the Committee on the organisation Renew Australia. The CEO of Renew Australia will be presenting at the next FAAC meeting. A tour of Renew Australia in the St Kilda location will be arranged at a later date.</p> <p>Noted</p>
5.3	South – Side Festival Subcommittee	<p>Moved: AB Seconded: KB</p> <p>Decision: Manager Arts and Culture detailed the format of future FAAC meetings when there is a need for the South Side Subcommittee members to attend the FAAC meetings. South Side Subcommittee meetings will commence at 6.00pm. FAAC meetings will commence at 6.30pm. All FAAC members are to join both meetings. FAAC were updated on the current South Side grants.</p> <p>Noted</p>
5.4	Rise Fund	<p>The Committee were informed that RISE Fund is a Federal Government initiative set up to help the Arts sector to recover from COVID impacts. FAC have submitted an application for artists in residence. It is anticipated the outcome of the grant application will be known by September / October.</p> <p>Noted</p>
5.5	Frankston Art Trail	The Committee discussed the concept of a Frankston Art Trail.
Confidential Items		
C.1	N/A	
6	Next Board Meeting and forward agenda	
6.1	Next Meeting	<p>Next Meeting: Tuesday 31 August 2021 The Lounge, Frankston Arts Centre South Side Subcommittee 6.00pm – 6.30pm Frankston Arts Advisory Committee 6.30pm – 8.30pm</p>
	Confirmed as a Correct Record	Chairperson: Barbara Crook

The meeting closed at 8.10pm

Executive Summary**12.12 Frankston Coast Guard Accommodation and Boat Storage Update**

Enquiries: (Martin Snell: Infrastructure and Operations)

Council Plan

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

Purpose

To update Council on the accommodation options the Frankston Coast Guard (FCG) including the provision of rescue vessel storage.

Recommendation (Director Infrastructure and Operations)

That Council:

1. Notes its resolution at its meeting on 14 October 2019 OM13 that committed building works and associated budgets to provide permanent accommodation for Frankston Coast Guard (FCG) within the first floor of the Frankston Yacht Club (FYC) facility;
2. Resolves to rescind its resolution at the 14 October 2019 OM13 meeting to provide permanent accommodation for the FCG at the FYC facility (and puts back the associated \$400,000 budget allocation from the Strategic Reserve), and instead commits, to alternate accommodation being provided at Frankston Mechanics Institute;
3. In doing so, commits \$210,000 in the 2021/22 Capital Works Budget from the Strategic Reserve to undertake required building improvements to Frankston Mechanics Institute, noting this will be subject to statutory requirements and an appropriate occupancy arrangement;
4. Notes Council officers have been working in collaboration with the FCG to identify an appropriate rescue vessel storage, with these investigations determining the most appropriate solution involving an integrated facility with an upgraded public toilet at the base of Olivers Hill at a total estimated cost of \$1,225,000. These works will require statutory approvals along with DELWP approval;
5. Notes the cost of the public toilets component of the integrated facility amounts to \$400,000 which is currently funded in the 2022/23 capital works program. This will provide for 3 female, 3 male and a unisex accessible toilet and public showers;
6. Notes the cost of the rescue vessel storage component of the integrated facility amounts to \$825,000 and Council commits \$495,000 (60%) towards this cost on the basis that remaining cost \$330,000 (40%) is provided from the State Government through Emergency Management Victoria (EMV) or other funding sources; and
7. Funds the \$495,000 Council's commitment towards the FCG rescue vessels storage as follows:
 - a. \$100,000 sourced from the 2021/22 Capital Works Budget for detailed design and documentation, with this adjustment to be incorporated at Council's mid-year budget review
 - b. \$395,000 in the 2022/23 Capital Works Budget.

12.12 Frankston Coast Guard Accommodation and Boat Storage Update**Executive Summary****Key Points / Issues**

- Council at its meeting on 14 October 2019 resolved:

"That Council:

- 1. Approves the extension of the existing occupancy agreement for the use of Mechanics Hall by Frankston Coast Guard (FCG) for another 15 months until January 2021;*
 - 2. Commits \$400,000 to the 2020/21 budget from the Strategic Reserve to undertake fit out and associated building works to the first floor of the Frankston Yacht Club facility to provide permanent accommodation for FCG at the Frankston Yacht Club facility subject to an appropriate occupancy agreement and approvals;*
 - 3. Authorises officers to initiate development of the occupancy agreement for the proposed use of Frankston Yacht Club by FCG incorporating terms and conditions of use, with a draft agreement to be brought back to Council for approval;*
 - 4. Notes Council will continue to pursue a suitable tenant/s for the first floor and ground floor premises, alongside the FCG, once the building rectification works are completed;*
 - 5. Authorises officers to investigate potential options and external funding sources for the FCG's secondary vessel storage facility in the vicinity of the Frankston Foreshore, including consultation with stakeholders such as the FCG and DELWP, with the findings to be brought back to Council for consideration;*
 - 6. Notes the outcome of the assessment of alternate options for the Safe Boat Refuge, including viable options for a Safe Boat Refuge which have been identified at both Olivers Hill and Kananook Creek;*
 - 7. Notes the challenge for Council to further develop and advance a project of this magnitude, community interest and importance for broader levels of government;*
 - 8. Notes Council officers will now forward the detailed technical assessments to the State and Federal Government to consider the outcomes and provide its further advice on the project; and*
 - 9. Rescinds Council's prior \$8M financial pledge (resolved at Ordinary Meeting 19 November 2018) towards the project, without any future commitment at this time, except for the \$400,000 required from the Strategic Reserve to complete the building fit out works to accommodate the FCG at the Yacht Club Facility."*
- In accordance with the Council resolution from 14 October 2019, Officers have continued to:
 1. Progress designs to fit out part of the first floor of the Frankston Yacht Club building to accommodate the FCG.
 2. Investigate suitable locations and options for a standalone secondary boat storage facility located on the Frankston foreshore reserve.
 - FCG have been temporarily occupying the front two (2) meeting rooms at the Frankston Mechanics Institute on a Council approved occupancy agreement (peppercorn rental) since the demolition of the FCG facility.
 - Following ongoing investigations about the viability of the proposed first floor restaurant at Frankston Yacht Club facility, Councillors have subsequently received advice that the entire first floor space should be reserved for in order to satisfy the requirements of a fine dining restaurant.
 - Discussions have been ongoing with the FCG about their long term accommodation and FCG have agreed that the Mechanics Institute could be used as a long term accommodation solution.
 - Based on the most recent advice, FCG prefer not to have responsibility for the entire Mechanics Institute hall, and to have sole access to the front two rooms with minor modifications required for this space to operate successfully.

12.12 Frankston Coast Guard Accommodation and Boat Storage Update**Executive Summary**

- The scope of works for Mechanics Institute building modifications to accommodate the FCG long term will include an additional storage area, kitchenette, toilet adjacent to the front two rooms, front door dedicated access from Bay Street South, signage and security CCTV cameras. Refer to Attachment A - Conceptual layout.
- The attached preferred concept has been developed in consultation with the stakeholders both internal and external with further meetings planned to finalise the layout. This arrangement will enable better access for the entire community if the building could operate as two separate areas.
- Bookings for the community space of Mechanics Institute hall will continue to be made reasonably available to FCG if required and will be managed through Frankston City Council's community hall booking service.
- During recent discussions between Mayor Cr. Kris Bolam JP, Chief Executive Officer and Acting Director Infrastructure & Operations, FCG and Emergency Service Victoria, the FCG declined the offer by Council to provide two (2) Jet skis in lieu of Council providing additional storage for a second rescue vessel within the proposed rescue vessel storage facility.
- In accordance with the Public Toilet Action Plan the public toilet located at the base of Olivers Hill is earmarked for renewal in 2022/23 Financial Year in Council's Long Term Infrastructure Plan. This funding allocation of \$400,000 is made up of Council rates contribution. The public toilet does not presently comply with current DDA and CPTED (public safety) requirements.
- Officers have identified an opportunity to integrate the FCG rescue vessels storage facility into the public toilet reconstruction at the base of Olivers Hill. Concepts have been developed in consultation with the stakeholders to provide a functional rescue vessels storage facility integrated with a community public toilet facility including:
 1. Storage for two rescue vessels in a nose to tail formation.
 2. Storage shelving and toilet/shower.
 3. Public toilets including 3 female, 3 male and a unisex accessible toilet.
 4. External public showers.
 5. CCTV infrastructure.

(Refer Attachment C – conceptual layout and elevations)

- It is intended to enter into a long term lease with the FCG in respect of the currently utilised rooms at the Mechanics Hall, will be established incorporating appropriate terms and conditions of use of the Mechanics Institute Hall space to be occupied. A lease will be subject to the successful conclusion of associated statutory procedures for the leasing of land.

12.12 Frankston Coast Guard Accommodation and Boat Storage Update**Executive Summary****Financial Impact**

Funding provisions to be allocated in the 2021/22 and 2022/23 include:

Proposed Works	FY 2021/22	FY 2022/23
Undertake associated building works to the Frankston Mechanics Institute (funded from the Strategic Reserve) Refer: Attachment A – conceptual layout, and Attachment B – cost plan.	\$210,000	
FCG integrated rescue vessels storage at the base of Olivers Hill Refer: Attachment C – conceptual layout, and Attachment D – cost plan.	\$100,000	\$395,000
Funding already allocated in LTIP for proposed reconstruction of the public toilet at the base of Olivers Hill - to integrate the rescue vessels storage with the proposed public toilet		\$400,000
Total	\$310,000	\$495,000

Consultation**1. External Stakeholders**

Consultation has been undertaken with the following external stakeholders:

- Frankston Yacht Club
- Frankston Coast Guard
- DELWP
- Emergency Service Victoria

2. Other Stakeholders

Other stakeholders consulted:

- Planning and Environmental Strategy
- Community Strengthening
- Building Services
- Commercial Services and
- Council's Executive Management Team.

Analysis (Environmental / Economic / Social Implications)

The FCG secondary vessel storage being located at the base of Olivers Hill will enable better response times.

The permanent location of the FCG at the Mechanics Hall including signage will facilitate improved volunteer attraction for safety of the boating and fishing community

12.12 Frankston Coast Guard Accommodation and Boat Storage Update**Executive Summary**

and an operational relationship with water police to deliver water rescue, response and boat handling training.

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

Not applicable.

Policy Impacts

Not applicable.

Officer's Declaration of Interests

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

Risk Mitigation

Permanently locating FCG at the Mechanics Institute Hall and undertaking improvement works to create a multi-use capacity of the hall increases the opportunity costs to Council.

To permanently relocate FCG from the Frankston Yacht Club facility to the Mechanics Institute Hall increases the opportunity for activation of the Frankston Yacht Club facility.

Conclusions

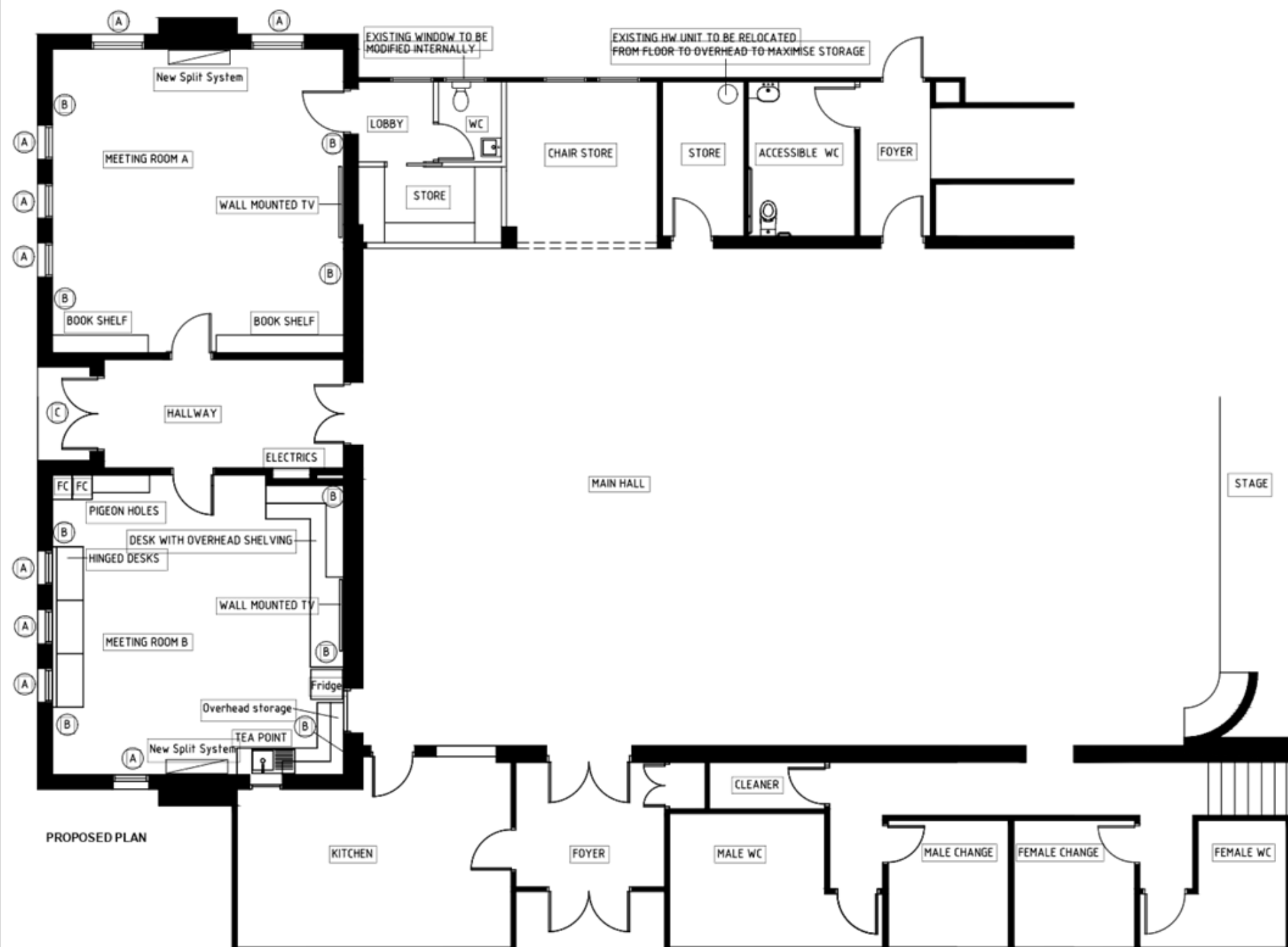
Enabling the FCG to continue their operational search and rescue role in Frankston is a fundamental role within the municipality's emergency services.

The FCG has been accommodated on a temporary basis at the Mechanics Institute and it is recommended to continue with some improvements to the hall to enable unencumbered multi-user capacity for the community.

A combined rescue vessel storage and public toilet facility located at the base of Oliver's Hill would provide operational improvements for the FCG, space activation and also provide a safer public amenity to the community.

ATTACHMENTS

- Attachment A: [↓](#) Conceptual layout - Coast Guard Accommodation, Mechanics Hall
- Attachment B: [↓](#) Cost Plan on conceptual layout - Coast Guard Accommodation, Mechanics Hall
- Attachment C: [↓](#) Conceptual layout - Secondary vessel storage facility & public toilet, Oliver's Hill
- Attachment D: [↓](#) Cost Plan on conceptual layout, Secondary vessel storage facility & public toilet, Oliver's Hill



NOTE:
THE RENEWAL INCLUDES OH&S MANAGEMENT AND THE CREATION OF AN ERGONOMIC WORKING ENVIRONMENT.
COAST GUARD IS TO REVIEW ALL CURRENT BOOKS, FURNITURE, FITTINGS AND EQUIPMENT TO ENSURE THAT ALL ARE EITHER REPOSITIONED ON SITE TO MAINTAIN AN ERGONOMIC WORK ENVIRONMENT OR TO BE RELOCATED TO AN ARCHIVAL STORAGE FACILITY.

KEY:
A: WINDOWS TO BE FITTED WITH DUAL GLARE / BLOCKOUT BLINDS
B: NEW DOUBLE GPO'S TO EACH MEETING ROOM WALL
C: ADDITIONAL SECURITY CAMERA & LIGHTS

Project Title: _____
FRANKSTON CITY COUNCIL
FRANKSTON MECHANICS HALL
NEW TOILET, STORE & TEAPOINT

Drawing Title: _____
Proposed Plan

Drawing No:	A01	Rev	D
Drawn:	AB		
Project No:	2130		
Date:	AUGUST 2021		
Scale:	1:100 @A3		





PROWSE QUANTITY SURVEYORS PTY LTD

ABN 83 097 049 548
Suite 8, 13 Church Street, Hawthorn, Victoria 3122
Tel: (03) 9852 7811 Fax: (03) 9852 7044
W: www.prowseqs.com.au E: info@prowseqs.com.au

23 July 2021

Ref: 15023-03

Frankston City Council
P.O. Box 490
Frankston Vic 3199

Attention: Mr. R. Furtado

Dear Roy,

**RE: PROPOSED WORKS TO MEETING ROOM A & B | UNISEX AMENITIES
MECHANICAL HALL, PLOWMAN PLACE, FRANKSTON**

As requested, we have prepared a cost plan at Stage A for the above project, based on information received by us up to 23 July 2021.

Our estimate of the anticipated total cost is \$210,000 for a fixed price contract at November 2021 cost levels and a summary follows:

Building Works (FECA: 128m ²)	\$	126,000
Site Works and External Services	\$	14,000
Sub-Total	\$	140,000
Preliminaries (Undertaken with Flooring Works)	\$	17,000
Design Variable	\$	8,000
Cost Escalation to Tender	\$	2,000
Cost Escalation During Construction	\$	-
Contract Contingency	\$	8,000
Building Professional Fees	\$	26,000
Frankston City Council Internal PM Fees	\$	9,000
Artworks (Nil – TBC)	\$	-
Authority Contribution and Headworks Charges (Excluded)	\$	-
Anticipated Total Project Cost (Excluding GST) (Fixed Price Contract – November 2021)	\$	210,000

DIRECTOR: Anthony Prowse Dip QS (Dist) (RMIT) FAIQS CQS
ASSOCIATE DIRECTORS: Vincent Lau B App Sc C Mgt (Hons) (RMIT) FAIQS CQS ICECA, Joe Y.C. Yeh B Plan & D (Melb) B Prop & C (Melb) MAIQS CQS
ASSOCIATES: Mary Prowse B App Sc (ConstMgt) (RMIT) (Hons) MAIQS CQS, Krissy Chin B Plan & D (Melb) B Prop & C (Melb) MAIQS CQS

-2-

Allowances for the following have been included in our estimate:

- Preliminaries and Design Variable
- Cost escalation for a tender received in November 2021
- Cost escalation during construction
- Competitive tendering
- Contract contingency
- Building Professional Fees
- Frankston City Council Internal PM Fees

Allowances for the following have been excluded from our estimate:

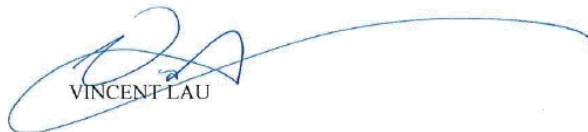
- Goods & Services Tax (GST)
- Cost escalation to tender after November 2021
- Authority contribution and headwork charges
- Adverse market conditions
- Abnormal ground conditions
- Removal of hazardous materials and contaminated soil

This estimate is based on preliminary information. Assumptions have been made and these assumptions will require confirmation when further documentation becomes available.

We have attached a copy of our Stage A cost plan for your information.

Yours faithfully

PROWSE QUANTITY SURVEYORS PTY LTD



VINCENT LAU



PROWSE QUANTITY SURVEYORS PTY LTD
ABN 83 097 049 548 ACN 097 049 548

MECHANICS HALL, PLOWMAN PLACE, FRANKSTON
PROPOSED WORKS TO MEETINGS ROOMS A & B | UNISEX AMENITIES

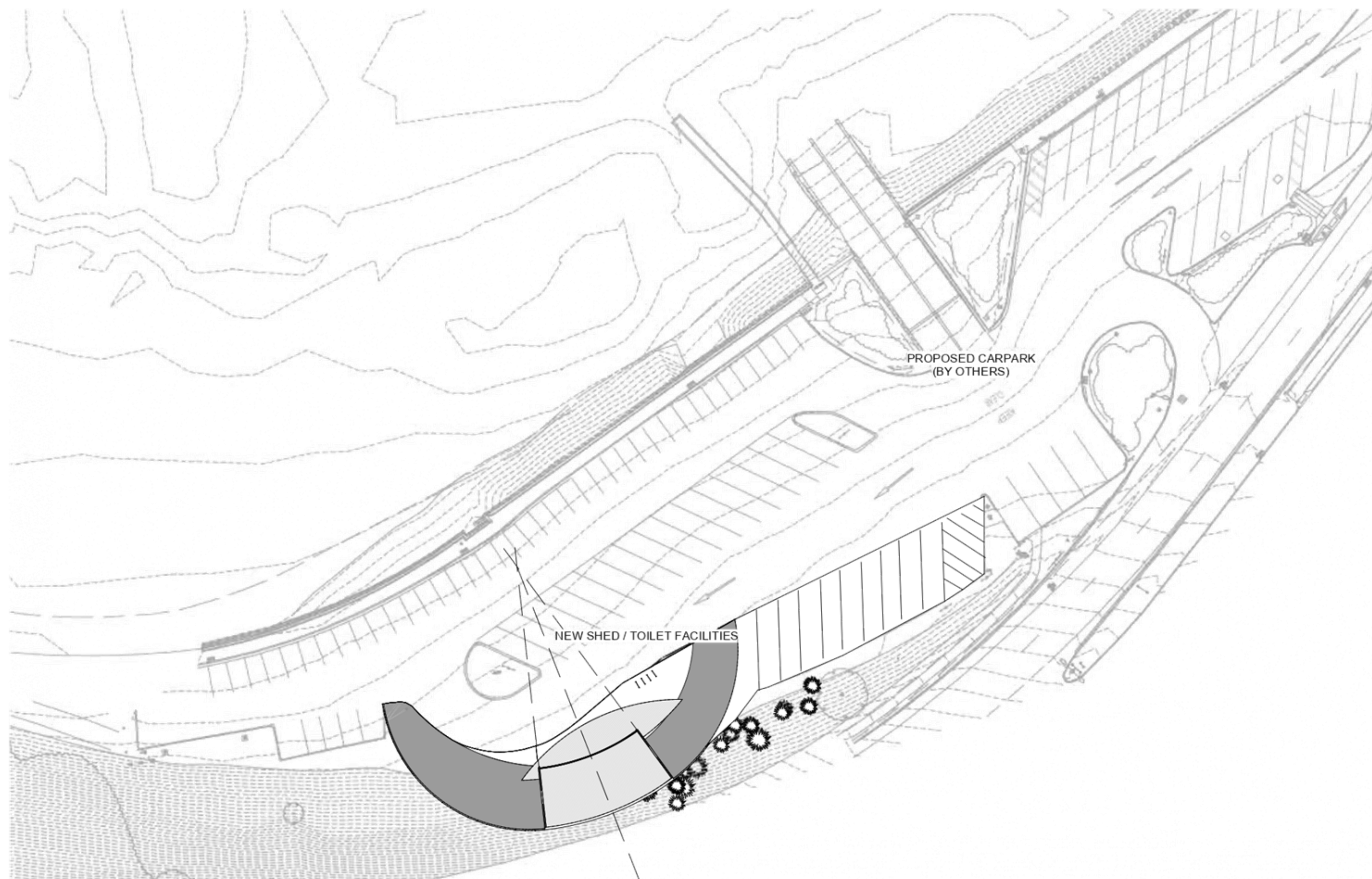
JOB 15023
DATE 23/07/2021
FECA 128
UCA -
REF B/1

CLIENT: Frankston City Council

ELEM	DESCRIPTION	UNIT	QUANTITY	RATE (\$)	COST (\$)
	Building Works				
	Meeting Room A (FECA)	M2	49	25	1,225
	Fixed Joinery to Meeting Room A	ITEM			10,500
	Ceiling Mounted Projector / Make good	NO	1	9,800	9,800
	Hydraulic Services - No works	NOTE			-
	Mechanical Services - No works	NOTE			-
	Electrical Services - Minor Works	ITEM			980
	Meeting Room B (FECA)	M2	47	50	2,350
	Fixed Joinery to Meeting Room B	ITEM			19,500
	Ceiling Mounted Projector / Make good	NO	1	9,800	9,800
	Hydraulic Services - Tea point, BWU	ITEM			10,000
	Mechanical Services - No works	NOTE			-
	Electrical Services - Minor Works	ITEM			980
	Unisex Amenities & Store (FECA)	M2	13	2,150	27,950
	Fixed Joinery to Amenities & Store	ITEM			6,500
	Hydraulic Services - Ambulant Toilets & Basins	ITEM			7,000
	Mechanical Services - Extraction Fan	NO	1	2,500	2,500
	Electrical Services - Minor Works	ITEM			3,100
	Hallway - Protect & Make Good Only (FECA)	M2	19	70	1,330
	Electronic Locks	NO	2	5,000	10,000
	External Signage / Room Identification	ITEM			2,000
	Site Works & External Services				
XP	Site Preparation, Demolition, Clean Up, Manual Handling	ITEM			5,000
XR	Roads, Footpaths & Paved Areas - Footpath reinstatement	ITEM			2,000
XN	Boundary Walls, Fencing & Gates (No works)	NOTE			-
XB	Outbuildings & Covered Ways (No works)	NOTE			-
XL	Landscaping & Improvements (No works)	NOTE			-
XK	External Stormwater Drainage (No works)	NOTE			-
XD	External Sewerage Drainage - Connect to Existing	ITEM			5,000
XW	External Water Supply - Connect to Existing	ITEM			3,000
XG	External Gas Supply (No works)	NOTE			-
XF	External Fire Protection (No works)	NOTE			-
XE	External Electrical Light & Power (No works)	NOTE			-
XC	External Communications (No works)	NOTE			-
	Balance of Funds	ITEM			(515)

SUB-TOTAL				\$ 140,000
PRELIMINARIES (undertaken with flooring works)	12.00 %		\$	17,000
DESIGN VARIABLE	5.00 %		\$	8,000
COST ESCALATION TO TENDER	1.00 %		\$	2,000
COST ESCALATION DURING CONSTRUCTION	- %		\$	-
CONTRACT CONTINGENCY	5.00 %		\$	8,000
BUILDING PROFESSIONAL FEES	15.00 %		\$	26,000
FRANKSTON CITY COUNCIL INTERNAL PM FEES	5.00 %		\$	9,000
ARTWORKS (Nil - TBC)	NOTE		\$	-
AUTHORITY CONTRIBUTION & HEADWORK CHARGES (Excluded)	NOTE		\$	-

ANTICIPATED PROJECT COST (EXCLUDING GST) **\$ 210,000**
(Fixed Price Contract - November 2021)



1 SITE PLAN
 1:500@A3

Haskell
 architects

Level 1, 420 Spencer Street, Melbourne, VIC 3000, Australia
 Tel +61 3 9802 0700 Fax +61 3 9802 0701 Email haskell@haskell.com.au

A1200

CLIENT
 FRANKSTON CITY COUNCIL

PROJECT NUMBER
 18042

SITE PLAN

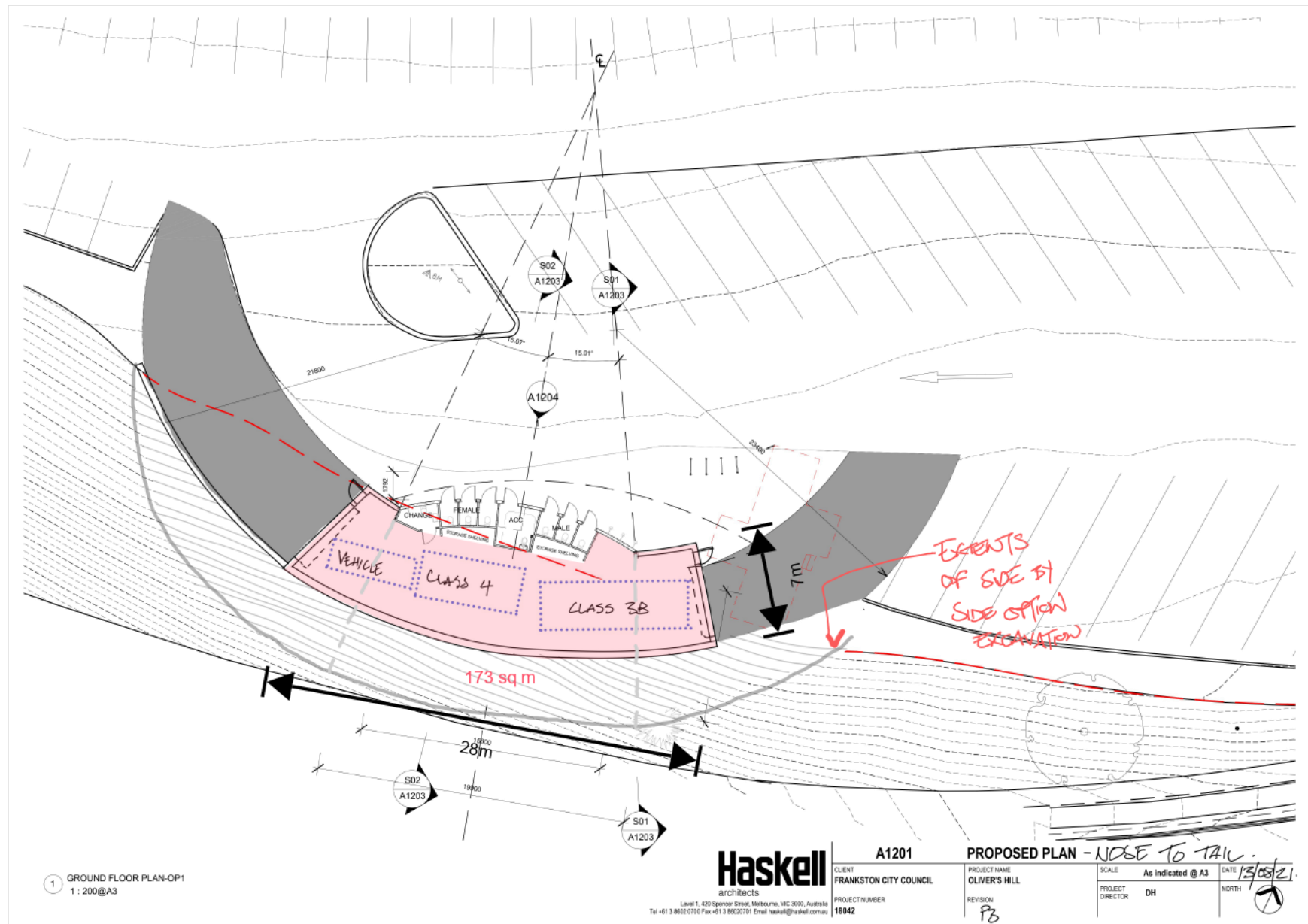
PROJECT NAME
 OLIVER'S HILL

REVISION
 P2

SCALE As indicated @ A3 DATE 06/08/21

PROJECT DIRECTOR DH NORTH





SHEET LIST	
NO	NAME
A0001	COVER SHEET
A0002	EXISTING SITUATION
A1200	SITE PLAN
A1201	PROPOSED PLAN
A1202	ROOF PLAN
A1203	SECTIONS
A1204	ELEVATIONS
A1205	SITE FOTOS



Haskell
architects

Level 1, 420 Spencer Street, Melbourne, VIC 3000, Australia
Tel +61 3 8602 0700 Fax +61 3 8602 0701 Email haskell@haskell.com.au

A0001

COVER SHEET

CLIENT
FRANKSTON CITY COUNCIL

PROJECT NUMBER
18042

PROJECT NAME
OLIVER'S HILL

REVISION
P2

SCALE
As indicated @ A3

PROJECT
DIRECTOR
DH

DATE
06/08/21

NORTH



① ELEVATION 1
1 : 200@A3

Haskell
architects

Level 1, 420 Spencer Street, Melbourne, VIC 3000, Australia
Tel +61 3 8802 0700 Fax +61 3 8802 0701 Email haskell@haskell.com.au

A1204

ELEVATIONS

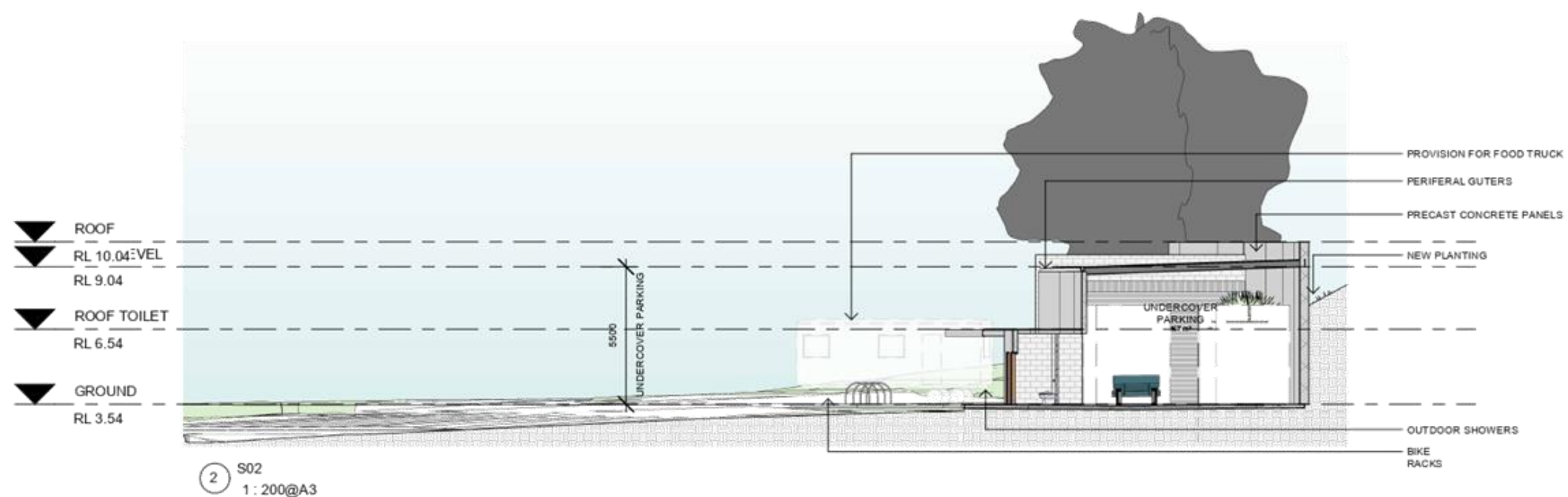
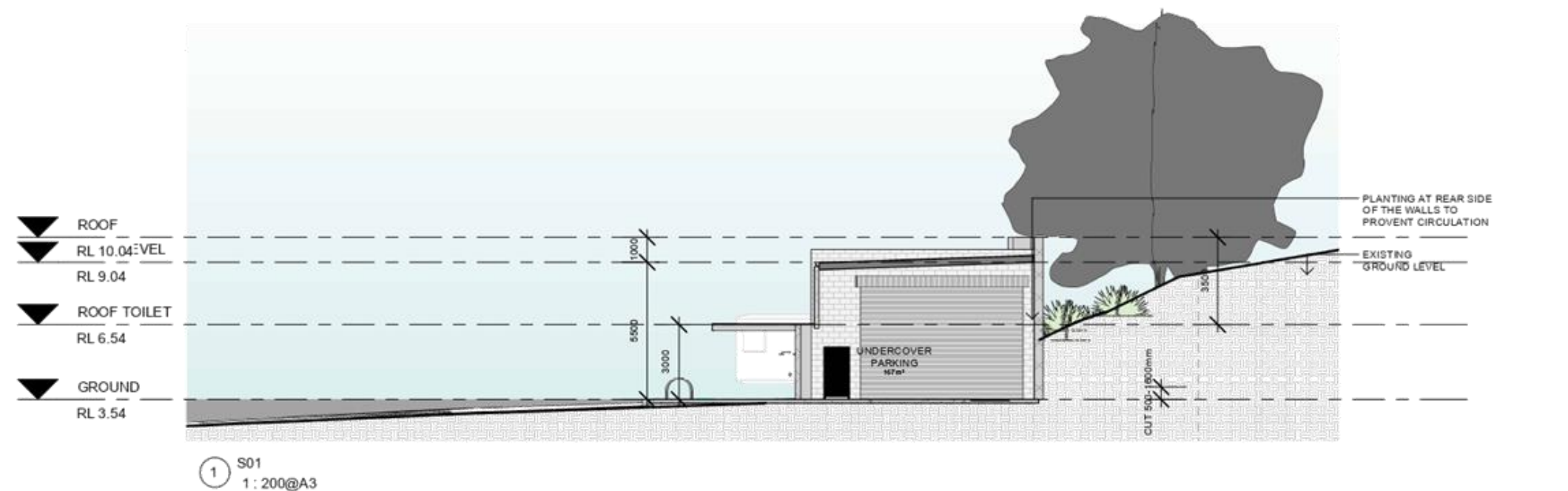
CLIENT
FRANKSTON CITY COUNCIL

PROJECT NUMBER
18042

PROJECT NAME
OLIVER'S HILL

REVISION
P2

SCALE	As indicated @ A3	DATE	06/08/21
PROJECT DIRECTOR	DH	NORTH	



Haskell
architects

Level 1, 420 Spencer Street, Melbourne, VIC 3000, Australia
Tel +61 3 8802 0700 Fax +61 3 8802 0701 Email haskell@haskell.com.au

A1203

CLIENT
FRANKSTON CITY COUNCIL

PROJECT NUMBER
18042

SECTIONS

PROJECT NAME
OLIVER'S HILL

REVISION
P2

SCALE	As indicated @ A3	DATE	07/07/21
PROJECT DIRECTOR	DH	NORTH	



Turner & Townsend

Summary

Indicative Cost Plan - Nose to Tail Option

Frankston City Council
Oliver Hill Concept Option

making the difference

DRAFT

Summary



Turner & Townsend

Frankston City Council Oliver Hill Concept Option		Indicative Cost Plan - Nose to Tail Option			
Item	Description	Quantity	Unit	Rate	Total (AUD)
1	Oliver Hill Pavilion - Nose to Tail Option				
2	Indicative Cost Plan				
3	16 Aug 2021				
4					
5	Notes/Exclusions				0
6					
7	Preliminaries	173	m2	377.74	65,349
8	Substructure	173	m2	791.79	136,980
9	Columns	173	m2	65.00	11,245
10	Roof	173	m2	634.31	109,735
11	External Walls	173	m2	1,533.58	265,310
12	Internal Walls	173	m2	104.05	18,000
13	Wall Finishes	173	m2	47.69	8,250
14	Floor Finishes	173	m2	61.85	10,700
15	Ceiling Finishes	173	m2	15.61	2,700
16	Fitments	173	m2	52.89	9,150
17	Hydraulics Services	173	m2	256.94	44,450
18	Fire Services	173	m2	15.00	2,595
19	Mechanical Services	173	m2	65.00	11,245
20	Electrical Services	173	m2	120.00	20,760
21	BWIC - 3%	173	m2	13.71	2,371
22					
23	Building Cost	173	m2	4,155.15	718,840
24					
25	External Services / Site Works / Landscaping				213,536
26					
27	Construction Total	173	m2	5,389.46	932,376
28					
29	Design Contingency	5	%		46,619
30	Construction Contingency	10	%		93,238
31	Cost Escalation to Tender				Excluded
32	Consultants Fees	10	%		107,223

Summary



Frankston City Council Oliver Hill Concept Option	Indicative Cost Plan - Nose to Tail Option
--	--

Item	Description	Quantity	Unit	Rate	Total (AUD)
33	Authority Fees & Charges	Allow			9,324
34	Loose Furniture, Fittings & Equipment (FF&E)				Excluded
35	Council Costs	2	%		35,664
36	Net Project Cost				1,224,444
DRAFT					



Turner & Townsend

Detail

Indicative Cost Plan - Nose to Tail Option

Frankston City Council
Oliver Hill Concept Option

making the difference

DRAFT

Detail



Frankston City Council Oliver Hill Concept Option		Indicative Cost Plan - Nose to Tail Option			
Item	Description	Quantity	Unit	Rate	Total (AUD)
	Notes/Exclusions - Elemental Summary				
5.1	DISCLAIMER:				
5.2	We have expressly not taken into account the impact of the Covid 19 pandemic (or any other matter coming to our attention after the date of this report) and accordingly have excluded from this report any implications in relation to programme, costs, supply shortages, performance of parties due to shortages of labour and the inability to travel due to global and national travel restrictions, etc. Turner & Townsend accepts no liability for any loss or damage which arises as a result of such matters or any reliance on this report which assumes such matters have been taken into account.				
5.3					
5.4	COST PLAN NOTES				
5.5	Cost plan assumes a competitively bid tender process to 4 or more suitably sized contractors		note		
5.6	Cost plan assumes a tender in November 2021		note		
5.7	DOCUMENTATION				
5.8	Drawings				
5.9	Cost plan is based on the following drawings provided prior to Indicative Cost Plan issue:		note		
5.10	Architectural				
5.11	Olivers Hill_P1 Nose to tail option received on 13.08.2021		note		
5.12					
5.13	Exclusions:				
5.14	GST		note		
5.15	Removal of contaminated material including asbestos, PCB etc. beyond allowance		note		
5.16	Removal of contaminated soil beyond allowance		note		
5.17	Window Furnishing		note		
5.18	Window blinds		note		
5.19	Adverse soil conditions more than allowance		note		
5.20	Excavation in rock		note		
5.21	Decanting costs beyond allowance		note		
5.22	Staging		note		
5.23	Upgrade authority mains		note		
5.24	Telephones handsets / Active Data equipment / Supply and installation of WAPs / PABX /Switches etc. beyond allowance		note		
5.25	External Signage - Beyond allowance		note		

Detail**Turner & Townsend**

Frankston City Council Oliver Hill Concept Option		Indicative Cost Plan - Nose to Tail Option			
	Total - Notes/Exclusions				0

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Detail



Frankston City Council Oliver Hill Concept Option		Indicative Cost Plan - Nose to Tail Option			
Item	Description	Quantity	Unit	Rate	Total (AUD)
	Substructure - Elemental Summary				
8.1	Allow for ground slabs and floor beams incl front entry concrete paving	318	m2	270.00	85,860
8.2	Allowance for piling to precast retaining wall as per architect's advice [assume 600 dia piles at 1200 ctrs av.4m dp]	144	m2	355.00	51,120
	Total - Substructure				136,980

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Detail



Frankston City Council Oliver Hill Concept Option		Indicative Cost Plan - Nose to Tail Option			
Item	Description	Quantity	Unit	Rate	Total (AUD)
9.1	Columns - Elemental Summary				
	Allow for columns, connections and paint finishes	173	m2	65.00	11,245
	Total - Columns				11,245

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Detail



Frankston City Council Oliver Hill Concept Option		Indicative Cost Plan - Nose to Tail Option			
Item	Description	Quantity	Unit	Rate	Total (AUD)
	Roof - Elemental Summary				
10.1	ROOF STRUCTURES				
10.2	Allow for roof structure, frame and purlins for roof area	264	m2	180.00	47,520
10.3					
10.4	ROOFING AND ROOF PLUMBING				
10.5	<u>Roofing</u>				
10.6	Allow profiled metal roof sheeting including spacers, mesh, sisalation/insulation, flashings and capping	264	m2	180.00	47,520
10.7	<u>Roof Plumbing</u>				
10.8	Allow for gutter	44	m	100.00	4,400
10.9	Allow downpipes	11	m	85.00	935
10.10					
10.11	SOFFIT LININGS ETC.				
10.12	Allow soffit lining	78	m2	120.00	9,360
10.13					
10.14	ROOF SAFETY				
10.15	Allowance for roof safety system	264	m2		Excluded
	Total - Roof				109,735

Detail



Turner & Townsend

Frankston City Council Oliver Hill Concept Option		Indicative Cost Plan - Nose to Tail Option			
Item	Description	Quantity	Unit	Rate	Total (AUD)
	External Walls - Elemental Summary				
11.1	Load bearing masonry wall - assume double brick wall [to end walls around roller doors]	21	m2	400.00	8,400
11.2	Precast walls with paint finish	377	m2	550.00	207,350
11.3	- Allow tanking to retaining wall	89	m2	90.00	8,010
11.4	- Allow agi drain to retaining wall	45	m	90.00	4,050
11.5					
11.6	<u>External Doors</u>				
11.7	Roller Doors, 6500 x 4500H	2	no	12,000.00	24,000
11.8	Solid single swing door including frame, lock and finish, 1050 x 2100	9	no	1,500.00	13,500
	Total - External Walls				265,310

Detail



Frankston City Council Oliver Hill Concept Option		Indicative Cost Plan - Nose to Tail Option			
Item	Description	Quantity	Unit	Rate	Total (AUD)
	Internal Walls - Elemental Summary				
12.1	Allow for internal walls - assume single brick wall	75	m2	220.00	16,500
12.2					
12.3	<u>Internal Doors</u>				
12.4	Solid swing doors including frame, lock and finishes, 1050 x 2100	1	no	1,500.00	1,500
	Total - Internal Walls				18,000

Detail



Turner & Townsend

Frankston City Council Oliver Hill Concept Option		Indicative Cost Plan - Nose to Tail Option			
Item	Description	Quantity	Unit	Rate	Total (AUD)
	Wall Finishes - Elemental Summary				
13.1	Painting to walls				Incl.
13.2	Wall tiling - assume 1.5h	55	m2	150.00	8,250
	Total - Wall Finishes				8,250

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Detail



Frankston City Council Oliver Hill Concept Option		Indicative Cost Plan - Nose to Tail Option			
Item	Description	Quantity	Unit	Rate	Total (AUD)
	Floor Finishes - Elemental Summary				
14.1	Allow tile flooring to WCs and ACC WC	20	m2	150.00	3,000
14.2	Allow concrete sealer to store & carpark area	154	m2	50.00	7,700
	Total - Floor Finishes				10,700

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Detail



Turner & Townsend

Frankston City Council Oliver Hill Concept Option		Indicative Cost Plan - Nose to Tail Option			
Item	Description	Quantity	Unit	Rate	Total (AUD)
	Ceiling Finishes - Elemental Summary				
15.1	Assume no ceiling to undercover parking & store area	154	m2		Excluded
15.2	Allow MR plasterboard suspended ceiling to WCs and ACC WCs	20	m2	135.00	2,700
	Total - Ceiling Finishes				2,700

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Detail



Turner & Townsend

Frankston City Council Oliver Hill Concept Option		Indicative Cost Plan - Nose to Tail Option			
Item	Description	Quantity	Unit	Rate	Total (AUD)
	Fitments - Elemental Summary				
16.1	TOILET SUNDRIES				
16.2	Mirror - Allow to change room	1	no	450.00	450
16.3	ACC grab rail	1	no	350.00	350
16.4	Back rest	1	no	650.00	650
16.5	Soap dispenser - allow to change room	1	no	150.00	150
16.6	Soap dish - allow change room shower	1	no	50.00	50
16.7	Soap dish to outdoor shower	3	no	50.00	150
16.8	Toilet roll holder	8	no	150.00	1,200
16.9	Hand dryer - allow to change room	1	no	900.00	900
16.10	Allow broom holder to store	2	no	350.00	700
16.11	Allow for door hooks	11	no	50.00	550
16.12	Allowance for hose rack	1	item	500.00	500
16.13					
16.14	SIGNAGE				
16.15	Internal / Statutory Signage	1	item	500.00	500
16.16	Allowance for sundry items	1	item	3,000.00	3,000
	Total - Fitments				9,150

Detail



Frankston City Council Oliver Hill Concept Option		Indicative Cost Plan - Nose to Tail Option			
Item	Description	Quantity	Unit	Rate	Total (AUD)
	Hydraulics Services - Elemental Summary				
17.1	WC	7	no	3,000.00	21,000
17.2	ACC WC	1	no	3,600.00	3,600
17.3	Shower - outdoor	3	no	1,500.00	4,500
17.4	Shower to change room	1	no	1,500.00	1,500
17.5	basin to change room	1	no	3,000.00	3,000
17.6	FWG	9	no	650.00	5,850
17.7	Allow for hot water services	1	item	5,000.00	5,000
	Total - Hydraulics Services				44,450

Detail**Turner & Townsend**

Frankston City Council Oliver Hill Concept Option		Indicative Cost Plan - Nose to Tail Option			
Item	Description	Quantity	Unit	Rate	Total (AUD)
18.1	Fire Services - Elemental Summary				
	Allowance for fire services	173	m2	15.00	2,595
	Total - Fire Services				2,595

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Detail



Frankston City Council Oliver Hill Concept Option		Indicative Cost Plan - Nose to Tail Option			
Item	Description	Quantity	Unit	Rate	Total (AUD)
19.1	Mechanical Services - Elemental Summary				
	Allowance for mechanical services - ventilation only	173	m2	65.00	11,245
	Total - Mechanical Services				11,245

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Detail



Frankston City Council Oliver Hill Concept Option		Indicative Cost Plan - Nose to Tail Option			
Item	Description	Quantity	Unit	Rate	Total (AUD)
20.1	Electrical Services - Elemental Summary				
	Allowance for electrical services	173	m2	120.00	20,760
	Total - Electrical Services				20,760

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Detail



Frankston City Council Oliver Hill Concept Option		Indicative Cost Plan - Nose to Tail Option			
Item	Description	Quantity	Unit	Rate	Total (AUD)
25.1	External Services / Site Works / Landscaping - Elemental Summary				
	SITE PREPARATION				
25.2	Site preparation	556	m2	5.00	2,780
25.3	- Remove low vegetation	1	no	50.00	50
25.4	Cut & Fill, 500-1100mm deep	445	m3	35.00	15,575
25.5	- Allow excavation for retaining wall	210	m3	35.00	7,350
25.6					
25.7	PAVING				
25.8	Parking with water and power supply to food truck space	27	m2	200.00	5,400
25.9	- water and power	Allow			6,000
25.10	- bin storage	Allow			6,000
25.11	Asphalt surface	239	m2	160.00	38,240
25.12	Front entry pavement	84	m2		Incl Substructure
25.13	Allowance for kerb	62	m	90.00	5,580
25.14					
25.15	LANDSCAPE & EXTERNAL FURNITURES				
25.16	Allow new planting at rear side of the retaining wall	110	m2	100.00	11,000
25.17	Allowance for new trees (medium to large) including infill soil to prevent circulation	16	no	500.00	8,000
25.18	Allow for bike racks/hoops	4	no	600.00	2,400
25.19					
25.20	EXTERNAL SERVICES				
25.21	Allow for new UPVC pipes, grated pits, junction pits and connections to existing storm water	1	Item	25,000.00	25,000
25.22	Allow for new sewer connections, UPVC pipes, manholes	1	Item	15,000.00	15,000
25.23	Allow for cold water pipes, fire mains, water valve and fire hydrants	1	Item	15,000.00	15,000
25.24	Allow for electrical and lighting services to toilets, car park, food truck space and external landscape areas	1	Item	25,000.00	25,000
25.25	BWIC - 5%	1	item		4,000
25.26					
25.27	Preliminaries	11	%		21,161
	Total - External Services / Site Works / Landscaping				213,536

Executive Summary**12.13 Acknowledgment of Traditional Owners by Frankston City Council**

Enquiries: (Tim Bearup: 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 on matters relating to the formal Acknowledgement of Traditional Owners.

Recommendation (Director Communities)

That Council:

1. Recognises the unique role of the Bunurong Land Council as the appointed Registered Aboriginal Party to be the representative corporation that is inclusive of all Traditional Owners in the Frankston municipality, and
2. Adopts the three following variations of the Acknowledgment of Traditional Owners as provided by the Bunurong Land Council for use by Frankston City Council:
 - i. Acknowledgement of Country for Council meetings and events:

I acknowledge the Traditional Custodians of the land on which we meet today, the Bunurong People of the Kulin Nation, and pay my respect to Elders past, present and future. I would like to extend that respect to Elders of other communities who may be here today.
 - ii. Acknowledgment of Country for Council staff signature blocks and documents:

Frankston City Council acknowledges and pays respect to the Bunurong People, the Traditional Custodians of these lands and waters.
 - iii. Acknowledgement of Country for Council strategies and action plans:

Frankston City Council acknowledges the Bunurong people of the Kulin Nation as the Traditional Custodians of the lands and waters in and around Frankston City, and value and recognise local Aboriginal and Torres Strait Islander cultures, heritage and connection to land as a proud part of a shared identity for Frankston City.

Council pays respect to Elders past and present and recognises their importance in maintaining knowledge, traditions and culture in our community.

Council also respectfully acknowledges the Bunurong Land Council as the Registered Aboriginal Party responsible for managing the Aboriginal cultural heritage of the land and waters where Frankston City Council is situated.

12.13 Acknowledgment of Traditional Owners by Frankston City Council**Executive Summary****Key Points / Issues**

- Council greatly values and respects the Traditional Owners of the land now known by its European name as Frankston - both past, present and emerging. Council also recognises the importance of the formal Acknowledgment that it uses to ensure that it appropriately communicates this respect and recognition.
- Prior to the appointment of a Registered Aboriginal Party, Council's Acknowledgement of Country recognised the Bunurong and Boonwurrung peoples.
- In December 2017, the Victorian Department of Premier and Cabinet notified Council that the Victorian Heritage Council had officially appointed the Bunurong Land Council as the Registered Aboriginal Party for the area. This appointment gave the Bunurong Land Council key statutory functions and decision making authority, and Council was advised to recognise them as the representative corporation, inclusive of all Traditional Owners of the Frankston area (and beyond).
- Despite this instruction, no change had been made to the wording of Council's existing Acknowledgment.
- The Victorian Self-Determination Framework endorsed by the Aboriginal Heritage Council establishes the Bunurong Land Council as the Registered Aboriginal Party as the custodian / organisation to speak on behalf of the Bunurong peoples and country.
- In a recent letter from the Victorian Aboriginal Heritage Council dated 5 July 2021, Council was again advised that the Frankston area is under the statutory care of its Traditional owners, the Bunurong Land Council (Attachment A).

This letter provides the following instruction:

"With some responsibilities as statutory functions under the Aboriginal Heritage Act, you are required by law to consult with them. In other instances, you should consult with RAPs as a representative corporation, inclusive of all Traditional Owners of an identified Country. It is appropriate that you work with them as they have gone through a process of rigorous review, in which their relationship to Country, the inclusivity of their membership and relationship to Apical Ancestors have been considered."

The letter acknowledges that although RAPs have an inclusive and representative membership structure, all individuals can exercise their own self-determination in terms of their own membership. Despite the status of their membership, the appointed RAP will still work to ensure full representation as per its legislated role and function. However it adds,

"Continued engagement with non-representative groups undermines the capacity for self-determination of formally recognised and inclusive Traditional Owner organisations. The Council [the Aboriginal Heritage Council] supports these recognised organisations [RAPs] to speak collectively for their community and Country."

- Council has consulted with both the Bunurong Land Council, the Boonwurrung Land and Sea Council and the Victorian Aboriginal Heritage Council in relation to this matter.

12.13 Acknowledgment of Traditional Owners by Frankston City Council**Executive Summary**

- The Boonwurrung Land and Sea Council maintain that they should be acknowledged separately within Council's formal Acknowledgement, or else that no specific group should be referenced, and instead the more generic term be used 'Traditional Owners'.
- The Bunurong Land Council has provided the following three variations of acknowledgment recommended for use within the Frankston City Council:
 - i) Acknowledgement of Country for Council meetings and events:

I acknowledge the Traditional Custodians of the land on which we meet today, the Bunurong People of the Kulin Nation, and pay my respect to Elders past, present and future. I would like to extend that respect to Elders of other communities who may be here today.
 - ii) Acknowledgment of Country for Council staff signature blocks and documents:

Frankston City Council acknowledges and pays respect to the Bunurong People, the Traditional Custodians of these lands and waters.
 - iii) Acknowledgement of Country for Council strategies and action plans:

Frankston City Council acknowledges the Bunurong people of the Kulin Nation as the Traditional Custodians of the lands and waters in and around Frankston City, and value and recognise local Aboriginal and Torres Strait

Islander cultures, heritage and connection to land as a proud part of a shared identity for Frankston City.

Council pays respect to Elders past and present and recognises their importance in maintaining knowledge, traditions and culture in our community.

Council also respectfully acknowledges the Bunurong Land Council as the Registered Aboriginal Party responsible for managing the Aboriginal cultural heritage of the land and waters where Frankston City Council is situated.
- The Boonwurrung Land and Sea Council are presently seeking a Native Title Claim through the Federal Government. However, as of yet the group does not have any formal designation or legal delegation from the State nor Federal Government. Rather, the instruction from the State Government has been that this family group and their interests and rights as Traditional Owners forms part of the Bunurong Land Council.

Financial Impact

There are no financial implications associated with this report.

Consultation**1. External Stakeholders**

Victorian Aboriginal Heritage Council

Bunurong Land Council

Boonwurrung Land and Sea Council

12.13 Acknowledgment of Traditional Owners by Frankston City Council**Executive Summary**

Some engagement has also occurred with representatives of Nairn Marr Djambana. However, this is a sensitive issue within the local Aboriginal community. Given Nairn Marr Djambana's grass-roots community role and function, a formal position/advice has not been sought on this matter.

Analysis (Environmental / Economic / Social Implications)

The recommended changes to Council's formal Acknowledgment of Country will provide Council with a formal statement of commitment to reconciliation consistent with the instructions provided by the Victorian Aboriginal Heritage Council (the State Government body delegated responsibility for these matters).

This change will form the basis for a positive ongoing working relationship with Bunurong Land Council who is the appointed Registered Aboriginal Party. This will support further engagement and connection of strategies and initiatives with Aboriginal and Torres Strait Islanders; building relationships, respect and trust between Aboriginal and Torres Strait Islanders and non-Indigenous Australians. This will enrich Council's potential to favourably influence social, economic and environmental outcomes for Aboriginal and Torres Strait Islanders in Frankston City.

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 and are consistent with the recommendation.

Legal

There are no legal implications associated with this Report.

Policy Impacts

The development of an Acknowledgement of Country is an action in the Council endorsed Year 2 Action Plan for the Municipal Health and Wellbeing Plan 2017-2021.

The Acknowledgement of Country will not exist in isolation of other important internal and external policies, plans and legislation. Whereas the Acknowledgement of Country will be aligned with Council's key policy and plans.

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 establishment of the proposed Acknowledgement of Country will work to mitigate any risks associated with not undertaking a meaningful and culturally appropriate approach to the reconciliation process and implementation of the Reconciliation Action Plan.

If Council proceeds with using an Acknowledgement of Traditional Owners that is not endorsed by the Bunurong Land Council nor consistent with the advice from the Victorian Aboriginal Heritage Council, then this would have a significant and detrimental impact on the working relationship between Council and the Bunurong Land Council.

12.13 Acknowledgment of Traditional Owners by Frankston City Council**Executive Summary****Conclusion**

It is recommended that the formal Acknowledgment of Traditional Owners is amended as requested by the Bunurong Land Council and in alignment with the instructions received from the Victorian Aboriginal Heritage Council. This change will underpin an ongoing positive relationship with the established Registered Aboriginal Party and support ongoing collaborative work to develop culturally appropriate strategies and initiatives to enhance positive outcomes in partnership with the Aboriginal and Torres Strait Islander community.

ATTACHMENTS

Attachment A: [↓](#) Letter from Victorian Aboriginal Heritage Council - 5 July 2021

Attachment B: [↓](#) Acknowledgement of Traditional Owners Variations

A4495704

Mr Phil Cantillon
Chief Executive Officer
Frankston City Council
PO Box 490
FRANKSTON VIC 3199

5 July 2021

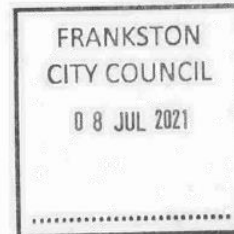


VICTORIAN ABORIGINAL
HERITAGE COUNCIL

Office of the
Victorian Aboriginal
Heritage Council

Level 3, 3 Treasury Place
East Melbourne
Victoria 3002

T: 03 7004 7198
E: vahc@dpc.vic.gov.au



Dear Mr Cantillon,

Registration of an Aboriginal party (RAP) for your area

The Victorian Aboriginal Heritage Council is pleased to announce that the Country you are on is under the statutory care of its Traditional Owners, the Bunurong Land Council Aboriginal Council.

On 1 July 2021, boundary variations for the registration areas of the Bunurong Land Council Aboriginal Council and Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Corporation came into effect under the *Aboriginal Heritage Act 2006*. This provided statutory responsibility to Traditional Owners for an area of 3,721 km² of Country and Waters, including the Frankston City Council.

RAPs have important roles and functions as the decision makers for their Cultural Heritage over an appointed area of Victoria. Their core functions include:

- evaluating Cultural Heritage Management Plans
- assessing Cultural Heritage Permit applications
- making decisions about Cultural Heritage Agreements
- providing advice on applications for interim or ongoing Protection Declarations
- providing general advice regarding Aboriginal Cultural Heritage of their area
- entering into Aboriginal Cultural Heritage Land Management Agreements with public land managers
- nominating Aboriginal intangible Heritage to the Victorian Aboriginal Heritage Register
- managing Intangible Heritage Agreements.

Throughout the process of assessment and registration by the Victorian Aboriginal Heritage Council, their knowledge, lore, cultural responsibilities, and authority has been proven. Their registration as a RAP confirms their inherited and fundamental role to speak for Country and Culture within their registration area.

Of particular note, is the particular statutory role of RAPs to provide advice on Cultural Heritage that was included with the 2016 amendments to the Act (s148 (fa)). Council is currently seeking legislative reform to strengthen this provision and ensure that cultural responsibilities are further protected as increased statutory functions of a RAP. They are proposing that the current legislative framework be expanded to encourage increased government engagement and consultation with RAPs on Cultural Heritage matters relating to both tangible and intangible Aboriginal Cultural Heritage.

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With some responsibilities as statutory functions under the Aboriginal Heritage Act, you are required by law to consult with them. In other instances, you should consult with RAPs as a representative corporation, inclusive of all Traditional Owners of an identified Country. It is appropriate that you work with them as they have gone through a process of rigorous review, in which their relationship to Country, the inclusivity of their membership and relationship to Apical Ancestors have been considered.

Whilst RAPs have inclusive and representative membership structures, all individuals can choose to become, or not become, members. As cultural responsibility is a collective right, an individuals' family group, Cultural responsibilities and Country are still protected and represented by the RAP, regardless of their membership. Continued engagement with non-representative groups undermines the capacity for self-determination of formally recognised and inclusive Traditional Owner organisations. The Council supports these recognised organisations to speak collectively for their community and Country.

As a gesture towards reconciliation and welcome, we encourage you to start a conversation with the Bunurong Land Council Aboriginal Council, ahead of any statutory required engagement.

To provide you with further information about the changes and your responsibilities, please find enclosed a range of resources, also available through Council's website.

Regards,



Alexandra Hill
Senior Manager Policy & Operations

Enclosures

- Map of the variation areas
- Map of the variations area with an LGA overlay
- Best Practice Standards in Indigenous Cultural Heritage Management and Legislation
- Fact Sheet – Registered Aboriginal Parties
(<https://www.aboriginalheritagecouncil.vic.gov.au/fact-sheet-registered-aboriginal-parties>)
- Fact Sheet – Registration of Aboriginal Parties
(<https://www.aboriginalheritagecouncil.vic.gov.au/fact-sheet-registration-aboriginal-parties>)
- Fact Sheet – Traditional Owners Caring for Country
(<https://www.aboriginalheritagecouncil.vic.gov.au/fact-sheet-traditional-owners-caring-country>)
- Fact Sheet – Victorian Aboriginal Heritage Council
(<https://www.aboriginalheritagecouncil.vic.gov.au/fact-sheet-victorian-aboriginal-heritage-council>)
- Registered Aboriginal Party Code of Conduct Guidelines
(<https://www.aboriginalheritagecouncil.vic.gov.au/rap-code-conduct-guidelines>)
- Heritage Advisor Professional Conduct Guidelines
(<https://www.aboriginalheritagecouncil.vic.gov.au/heritage-advisors-professional-conduct-guidelines>)

OFFICIAL

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Registered Aboriginal Parties (RAPs)

FACT SHEET

WHAT IS A RAP?

RAPs are representative corporations, inclusive of all Traditional Owners of an identified Country. Before being granted RAP status, they have undergone a rigorous review process, in which their relationship to Country, the connection to known Aboriginal Ancestors, the inclusivity of their membership and their ability to carry out their functions under the *Aboriginal Heritage Act 2006* have been considered.

Traditional Owners are Aboriginal People with particular knowledge about traditions, observances, customs or beliefs associated with the area, and have responsibility under Aboriginal tradition for significant Aboriginal places located in, or significant Aboriginal objects originating from, this area.

The Aboriginal Heritage Act 2006 recognises Traditional Owners "as the primary guardians, keepers and knowledge holders of Aboriginal Cultural Heritage".

RAPs have important roles and functions as the decision makers for their Cultural Heritage over an appointed area of Victoria.

Their core functions include:

- evaluating Cultural Heritage Management Plans
- assessing Cultural Heritage Permit applications
- making decisions about Cultural Heritage Agreements
- providing advice on applications for interim or ongoing Protection Declarations
- entering into Aboriginal Cultural Heritage Land Management Agreements with public land managers
- nominating Aboriginal intangible Heritage to the Victorian Aboriginal Heritage Register and managing Intangible Heritage Agreements.

Throughout the process of assessment and registration by the Victorian Aboriginal Heritage Council, their knowledge, lore, cultural responsibilities, and authority has been proven. Their registration as a RAP confirms their inherited and fundamental role to speak for Country and Culture within their registration area.

HOW MANY RAPs ARE THERE?

Currently Victoria has 11 RAPs, they are:

- Barengi Gadjin Land Council Aboriginal Corporation
- Bunurong Land Council Aboriginal Corporation
- Dja Dja Wurrung Clans Aboriginal Corporation
- Eastern Maar Aboriginal Corporation
- First People of the Millewa Mallee Aboriginal Corporation
- Gunaikurnai Land and Waters Aboriginal Corporation
- Gunditj Mirring Traditional Owners Aboriginal Corporation
- Taungurung Land and Waters Council Aboriginal Corporation
- Wadawurrung Traditional Owners Aboriginal Corporation
- Wurundjeri Woi Wurrung Cultural Heritage Aboriginal Corporation
- Yorta Yorta Nation Aboriginal Corporation.

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WHY ARE RAPS NECESSARY?

Whilst the First Peoples of Victoria continue to live and work within imposed systems and structures, it is essential that their voice is heard at all levels of governance of their Communities, Culture and Country. Self-determination, the act of Aboriginal Peoples being able to make decisions about their governance, underpins the registration of Aboriginal parties.

The RAP statutory functions that Aboriginal Corporations undertake, ensure that Traditional Owners are involved and, in time, will have control of all aspects and impacts of Cultural Heritage on Country.

WHAT IS THE CORE BUSINESS OF A RAP?

The Aboriginal Corporations that are registered through the RAP process undertake these statutory responsibilities as a function of their broader work programs, which may include:

- Ceremonies, including Welcomes to Country and Smoking Ceremonies
- Traditional Owner representation at events and in decision making groups
- Engagement with the broader community about a range of activities undertaken on Country
- Country mapping through assessments of cultural values on Country
- Requests for use of language
- Requests for content for educational resources
- Assessment of Cultural Heritage Management Plans and Permits
- Natural Resource Management crews undertaking environmental works on Country
- Community capacity building
- Economic development
- Community wellbeing and cultural participation
- Cultural engagement and education
- Membership programs and events.

Contact Us

Victorian Aboriginal Heritage Council
3 Treasury Place, East Melbourne, Victoria 3002
T: 03 7004 7198
E: vahe@dpc.vic.gov.au
www.aboriginalheritagecouncil.vic.gov.au

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Registration of Aboriginal Parties

FACT SHEET

HOW IS A RAP APPOINTED?

The Victorian Aboriginal Heritage Council registers Aboriginal parties (RAPs) under the *Aboriginal Heritage Act 2006*. Council's published Criteria for Assessing Applications, note the following appointment criteria:

- The following types of groups will automatically be registered as a RAP:
 - A corporation representing Native Title Holders with a Native Title determination or Agreement over the whole application area; and
 - Traditional Owner Group Entity (per the *Traditional Owner Settlement Act 2010*).
- If there is a corporation representing Native Title Holders no other applicant can become a RAP for that area, except another registered native title holder for that area.
- Other areas Council will consider when assessing applications from a corporation representing Traditional where there is no native title determination or *Traditional Owner Settlement Act 2010* agreement:
 - the terms of any existing Native Title Agreements, if available
 - whether and to what extent applicant represents the Traditional Owners of the area
 - whether the applicant is a body representing Aboriginal People that have a historical or contemporary interest in Aboriginal Cultural Heritage relating to the area, and expertise in managing and protecting Aboriginal Cultural Heritage
 - any land grants or land management agreements to which the applicant is a party in the area
 - the application of the Victorian Charter of Human Rights and Responsibilities;
 - the capacity of the applicant corporation to carry out its functions under the Act; and
 - any other matter the council considers to be relevant.

The *Aboriginal Heritage Act 2006* also allows for the Victorian Aboriginal Heritage Council to vary the boundary of a RAP once it is appointed. When the Council considers varying a RAP boundary it also considers:

- whether the RAP represents the Traditional Owners for the area proposed to be included in the RAP boundary;
- the views of any other Traditional Owners who assert an interest in that area;
- whether the RAP has the capacity to carry out its functions under the Act for the new area; and
- the application of the Victorian Charter of Human Rights and Responsibilities.

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www.aboriginalheritagecouncil.vic.gov.au

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Traditional Owners Caring for Country

FACT SHEET

WHAT IS A RAP?

As representative and inclusive Traditional Owner corporations, registered Aboriginal parties (RAPs) have the authority to speak on behalf of all Traditional Owners of their Country. Through the process of registration by the Victorian Aboriginal Heritage Council, their knowledge, lore, cultural responsibilities, and authority has been shown. Their registration as a RAP confirms their inherited and fundamental role to speak for Country and Culture within their registration area.

With some responsibilities as statutory functions under the *Aboriginal Heritage Act 2006*, as the proponent of an activity affecting land you are required by law to consult with them. In other instances, you should consult with RAPs as a representative corporation, inclusive of all Traditional Owners of an identified Country. It is appropriate that you work with them as they have gone through a process of rigorous review, in which their relationship to Country, the inclusivity of their membership and relationship to Apical Ancestors have been considered. In these instances of respectful consultation, the Victorian Aboriginal Heritage Council is seeking to have these responsibilities of a RAP set out in legislation.

ARE THERE TRADITIONAL OWNERS OF COUNTRY WHO ARE NOT MEMBERS OF THE RAP?

Whilst RAPs have inclusive and representative membership structures, an individual Traditional Owner can choose to become, or not to become, a member of the corporation. As cultural responsibility is a collective right, an individuals' family group, Cultural responsibilities and Country are still protected and represented by the RAP, regardless of their membership.

Continued engagement with non-representative groups undermines the capacity for self-determination of formally recognised and inclusive Traditional Owner organisations. The Council supports these recognised organisations to speak collectively for their community and Country.



As custodians of the oldest living Culture on earth, our People have an ancient lineal connection to Country, to Culture and to each other. As Traditional Owners we have both inherited and we create Cultural Heritage. We create artefacts and materials, live traditions and spirituality, and imbed it all within the landscape. That is our Culture. That is why all Country is sacred.

We must work together, talk together, discuss Culture together to find a collective way forward. Not recognising due process clouds the importance of the acknowledgement of recognised Traditional Owners and what they undertook to participate in these processes. The challenge for us all is to understand that the right thing has happened and that, through the process, the voice of First Peoples' has been recognised."

RODNEY CARTER, CHAIRPERSON

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Contact Us

Victorian Aboriginal Heritage Council
3 Treasury Place, East Melbourne, Victoria 3002
T: 03 7004 7198
E: vahec@dpc.vic.gov.au

www.aboriginalheritagecouncil.vic.gov.au

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Victorian Aboriginal Heritage Council

FACT SHEET

WHAT IS THE VICTORIAN ABORIGINAL HERITAGE COUNCIL?

The Victorian Aboriginal Heritage Council was created under the *Aboriginal Heritage Act 2006* to ensure the preservation and protection of Victoria's rich Aboriginal Cultural Heritage. With important decision-making responsibilities and entirely Victorian Traditional Owner membership, the Council is the only statutory body of its kind in Australia.

The Council's vision is of a community that understands and respects Aboriginal Cultural Heritage and the cultural responsibilities of Traditional Owners. The Council recognises Traditional Owners as the primary guardians, keepers and knowledge holders of their Culture.

The Council is made up of up to eleven Traditional Owners who are appointed by the Minister for Aboriginal Affairs. Members of the Council must reside in Victoria and have demonstrated traditional or familial links to an area in Victoria. They are also required to have relevant knowledge or experience in the management of Aboriginal Cultural Heritage in Victoria.

The Council plays an important role in the implementation of the Act. The Council's principal functions are:

- Making decisions on Registered Aboriginal Party (RAP) applications
- Monitoring RAPs
- Protecting Ancestors' resting places and returning Ancestors to Country
- Secret or sacred objects in Victoria
- Managing the Victorian Aboriginal Cultural Heritage Fund
- Measures to promote understanding and awareness
- Providing Advice to the Minister for Aboriginal Affairs and the Secretary of the Department of Premier and Cabinet
- Reporting to the Minister.

WHAT IS THE ROLE OF THE VICTORIAN ABORIGINAL HERITAGE COUNCIL?

The *Victorian Aboriginal Heritage Act 2006* recognises Registered Aboriginal Parties (RAP) as the primary guardians, keepers and knowledge holders of Aboriginal Cultural Heritage.

As an independent statutory body, the Council makes decisions on who is registered as a RAP in Victoria.

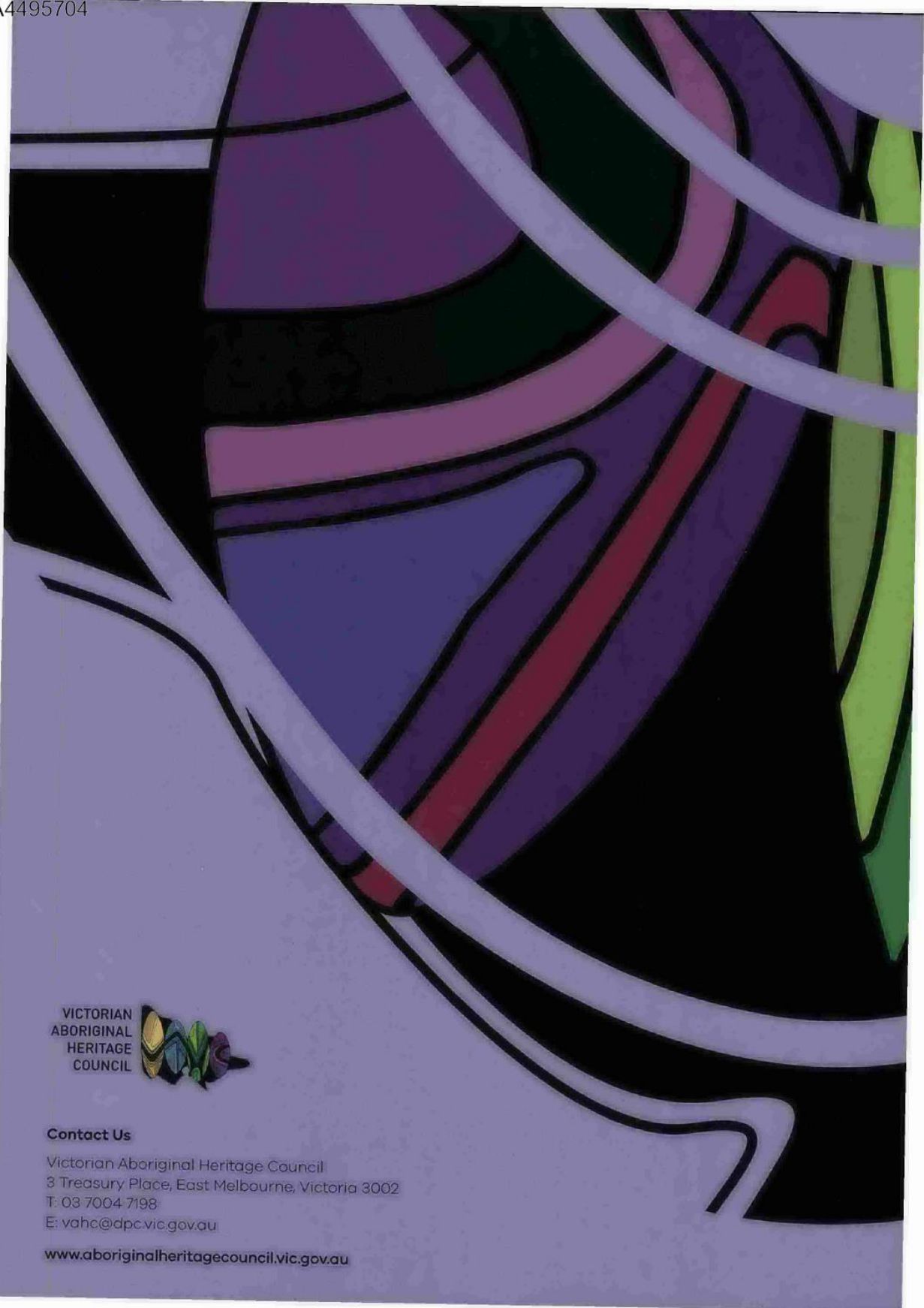
"The mountains, the rivers, the sea, the volcanic plains – points within the landscape that would have been markers for our Old People of their cultural and spiritual places. Colonisation has forced changes on Country through the movement or complete removal of these places, so we must find those markers in our hearts and reinstate them on the landscape. Today, as modern people living an ancient Culture, we are comfortable enough in ourselves to draw a line on a map. We are strong enough in the old ways to know, in our hearts, that the line it is as accurate as we can make it today. To identify a road or a new waterway as a boundary is our answer to a problem not of our creation."

**VICTORIAN ABORIGINAL HERITAGE COUNCIL,
MAY 2021**

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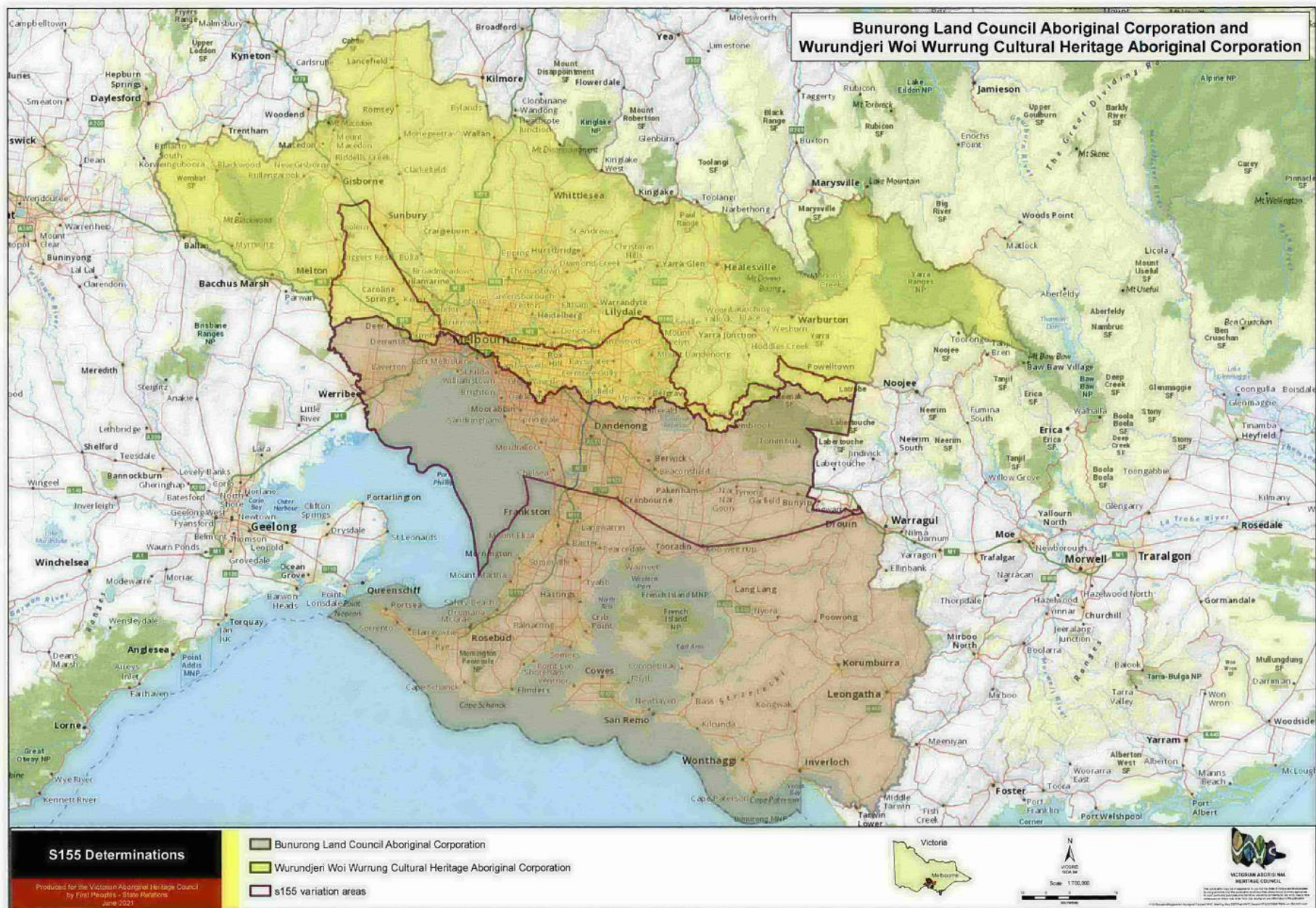


Contact Us

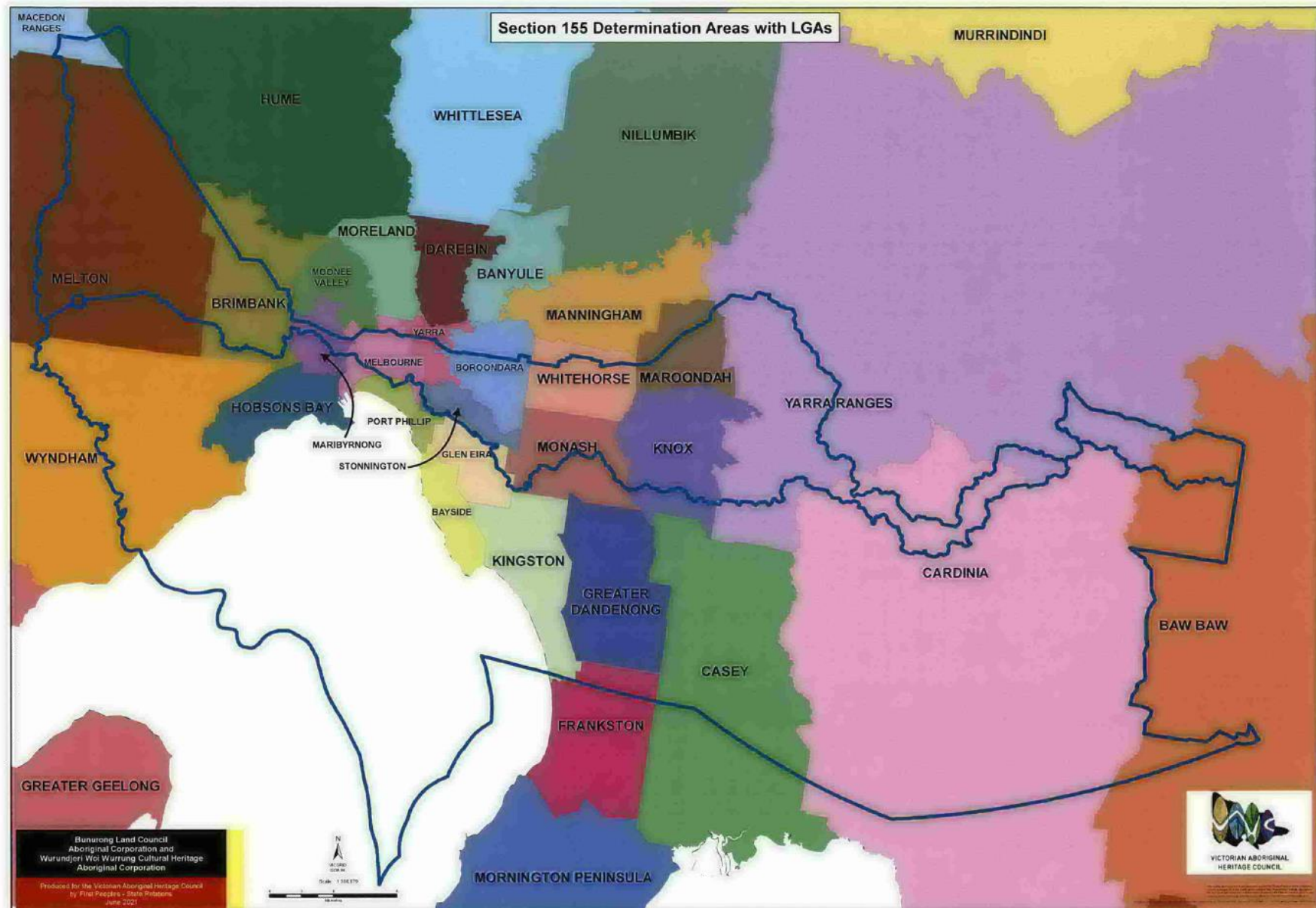
Victorian Aboriginal Heritage Council
3 Treasury Place, East Melbourne, Victoria 3002
T: 03 7004 7198
E: vahc@dpc.vic.gov.au

www.aboriginalheritagecouncil.vic.gov.au

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ABN: 66 129 413 297 ICN:3630
16/395 Nepean Hwy, Frankston VIC 3199
PO Box 11219, Frankston VIC 3199
Ph: (03) 9770 1273
www.bunuronglc.org

22nd of April 2020

To whom it may concern,

The Bunurong Land Council Aboriginal Corporation (BLCAC) wish to formally state that we support the use of the following three variations of acknowledgement within the Frankston City Council.

Acknowledgement of Country for Council meetings and events:

I acknowledge the Traditional Custodians of the land on which we meet today, the Bunurong People of the Kulin Nation, and pay my respect to Elders past, present and future. I would like to extend that respect to Elders of other communities who may be here today.

Acknowledgment of Country for Council staff signature blocks and documents:

Frankston City Council acknowledges and pays respect to the Bunurong People, the Traditional Custodians of these lands and waters.

Acknowledgement of Country for Council strategies and action plans:

Frankston City Council acknowledges the Bunurong people of the Kulin Nation as the Traditional Custodians of the lands and waters in and around Frankston City, and value and recognise local Aboriginal and Torres Strait Islander cultures, heritage and connection to land as a proud part of a shared identity for Frankston City.

Council pays respect to Elders past and present and recognises their importance in maintaining knowledge, traditions and culture in our community.

Council also respectfully acknowledges the Bunurong Land Council as the Registered Aboriginal Party responsible for managing the Aboriginal cultural heritage of the land and waters where Frankston City Council is situated.

Please get in touch if you would like to discuss further.

Kind Regards,

A handwritten signature in black ink, appearing to read 'Dan Turnbull'.

Dan Turnbull
CEO
BLCAC
dan.turnbull@bunuronglc.org.au

Executive Summary

12.14 Community Satisfaction Survey 2021

Enquiries: (Simone Wickes: Chief Financial Office)

Council Plan

Community Outcome:	3. A Well Governed City
Strategy:	3.1 Accountable Governance
Priority Action	3.1.2 The elected representatives will promote powerful advocacy, meaningful engagement and credible reputation

Purpose

To brief Council on the 2021 Local Government Community Satisfaction Survey.

Recommendation (Chief Financial Officer)

That Council:

1. Notes the Local Government Community Satisfaction Survey results for 2021;
2. Notes the significant improvement of community satisfaction, with overall performance increasing by 17.5 per cent this year; and
3. Releases the results to the community, via various social media channels, on the Council's website, in e-news, in the next available issue of the Frankston City News (FCN) and through media releases.

Key Points / Issues

- The Local Government Community Satisfaction Survey results for Frankston City Council have been received for 2021. The survey provides comparisons to previous years, Metropolitan and State-wide results of similar councils.
- This year's Community Satisfaction Survey was conducted in June 2021 as a telephone survey, not a face-to-face doorstep interview as planned, due to COVID-19 restrictions. The research was for the first time undertaken by independent research company Metropolis Research Pty Ltd, with 811 randomly selected residents aged 15 years and over.
- The results show a positive trend even during the COVID-19 pandemic. Key positive results for Frankston:
 - **Satisfaction with overall performance up 17.5% this year**, a score of 6.7 out of 10, although slightly lower than the metro average –this result has improved significantly and is the best result for the past ten year period for Frankston City Council.

Dale Hubner from *Metropolis Research* noted that this was the largest annual increase in satisfaction with a Council he has recorded in 20 years.
 - Average **satisfaction with Council services and facilities is slightly above the metro average**, suggesting service delivery is being well received by the community.
- Overall satisfaction with the Frankston City Council is in the "good" range. Strong improvements in community satisfaction with core aspects of performance;
 - Council's overall performance (6.7 - up 17.5%)

12.14 Community Satisfaction Survey 2021**Executive Summary**

- Conditions of sealed local roads (7.0 - up 16.7%)
- Community decisions (6.3 - up 16.7%)
- Lobbying and advocacy (6.1 – up 10.9%)
- Consultation and engagement (6.3 – up 10.5%) and
- Customer service (7.4 – up 7.2%)
- Council chose to use a new independent research company Metropolis Research in 2021 due to:
 - Providing more meaningful data analysis and opportunities to improve
 - Identify current issues of importance, and how they impact on satisfaction with Council
 - Larger sample size methodology – 811 sample from 400
 - Assistance with development of appropriate questions on our services
 - Still comparability to other similar Councils

Council now have more meaningful data to continue to strive to improve delivery of services to the community.

- **Key Challenges:**
 - A challenge when looking at the results of the survey is the reflection of perception compared to reality. An example of this is the planning area. It is common for customer complaint in timeliness of planning approvals. However, Council knows for a fact that over the past two years (as reported in the CEO's Quarterly Report), the delivery of this service has substantially improved, particularly in relation to decisions made within statutory timeframes.
 - Satisfaction with leadership and governance slightly lower than the metro average, likely to reflect events in recent years, anticipate this should improve over time.
 - Council rates and financial management are raised as issues by some (related to governance and leadership).
 - Parking, Frankston City News, cleanliness, and support for local business appear to be areas that are of concern to some residents.
 - Issues for youth appear in a number of areas of the survey, satisfaction is 3% lower than metro, and issues such as homelessness, drugs, and youth activities are noted.
 - Perception of safety is lower in Frankston City than metro average, however, it does not appear to be a negative influence on community satisfaction with Council.

The survey also asks about satisfaction with and the importance of 29 specific Council services and facilities. The report concludes that satisfaction with services and facilities in Frankston was 7.6 and is considered "very good" level.

- **Average satisfaction (higher than metro. average) 7.60 7.53 (metro)**

Highest community satisfaction:

Weekly garbage collection

8.59 8.52 (metro)

12.14 Community Satisfaction Survey 2021**Executive Summary**

Local library	8.59	8.58 (metro)
Fortnightly recycling collection	8.57	8.32 (metro)
Food and garden waste collection	8.36	7.96 (metro)
Services for children	8.26	7.95 (metro)

Some areas for Council's attention or improvement:

Maintenance and repair of sealed local roads	7.05	7.05 (metro)
Frankston City News (Council's newsletter)	6.76	7.08 (metro)
Parking enforcement	6.65	6.97 (metro)
Council support for local business	6.57	n.a. (metro)
Public toilets	6.53	6.57 (metro)

Council is committed to address the areas where the community expressed concern and refer consideration to the next 2022-2025 Budget process and the Service Planning review process.

Financial Impact

There are no financial implications associated with this report.

Consultation**1. External Stakeholders**

Metropolis Research conducted the 2021 Survey which was coordinated in line with Local Government requirements.

2. Other Stakeholders

There are no other known stakeholders.

Analysis (Environmental / Economic / Social Implications)

There are no known environmental, economic or social implications for the Local Government Community Satisfaction Survey results for 2021.

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 three mandatory satisfaction measures required to be reported for compliance with the Local Government Planning and Reporting regulations.

Policy Impacts

There are no known policy impacts to the report.

Officer's Declaration of Interests

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

Risk Mitigation

The survey relies on a sample size of 811 respondents, which is considered statistically significant. This matches the demographic profile of Frankston City Council according to the most recent Australian Bureau of Statistics population estimates.

12.14 Community Satisfaction Survey 2021**Executive Summary**

The survey was conducted by Computer Assisted Telephone Interviewing Random probability survey of residents aged 18+ years in the municipality.


The results are determined based on the perceptions of the respondent and a rating scale is used to assess if performance has changed, producing an indexed score.

Conclusion

Council thanks those community members who gave of their time to participate in our 2021 Community Satisfaction Survey. Such feedback provides direction and focus on what matters to our residents and inspires us to build an even higher functioning organisation that is community focused.

The full results of this survey have been made public (in this meeting's agenda) and will be communicated to residents via the Frankston City News, a media release and on Council's website. Frankston does make its full report publicly available every year in the interests of transparency and open government.

ATTACHMENTS

Attachment A:  2021 Frankston Community Satisfaction Survey Report (*Under Separate Cover*)

Executive Summary**12.15 Frankston Charitable Fund Community Representatives**

Enquiries: (Tim Bearup: 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 on the recruitment of Frankston Charitable Fund Community representatives and the Terms of Reference.

Recommendation (Director Communities)

That Council:

1. Approves the re-appointment Ms Karin Hann, Mr Shane Thomas, and Ms Jackie Galloway to serve as the community representatives on the Frankston Charitable Fund Committee 2021-2024; and
2. Approves the updated Frankston Charitable Fund Terms of Reference to ensure Frankston Charitable Fund continues to fulfil its charter in response to current and emerging community needs.

Key Points / Issues

- The Frankston Charitable Fund is a sub-fund of Lord Mayor's Charitable Foundation and therefore operates with their governance requirements. It aims to raise much-needed funds to assist charitable organisations that operate in the Frankston community. This is done by encouraging tax deductible donations and undertaking fundraising activities that build up the Fund corpus in perpetuity. Each year the Fund earns income (in the form of interest) which is then made available to eligible charities in the form of grants.
- Grant categories have been established to meet local community needs, improve community connectivity and build community capacity.
- The Frankston Charitable Fund Committee of Management advises and makes granting recommendations to the Board of Management (Board) of the Lord Mayor's Charitable Foundation. Additionally the community representatives will be assessing the annual Volunteer of the Year Awards applications and providing recommendations to Council.
- The Council must establish and at all times maintain a Committee of Management of individuals as determined by the Council.
- This comprises of:
 1. Mayor of the Council or his or her nominee (who must be an elected Councillor)
 2. Chief Executive Officer of the Council or his or her delegate
 3. Councillor/s
 4. Representative of the Lord Mayor's Charitable Fund

12.15 Frankston Charitable Fund Community Representatives**Executive Summary****5. 3 x Community Representatives appointed by Council**

- The terms of appointment for community representatives of the Committee of Management shall be determined by Council.
- The Charitable Trust Terms of Reference (TOR) were reviewed and updated. Only minor changes were made which were of an administrative nature (ATTACHMENT A). Council approval of the updated TOR is now sought.
- All Community Representatives positions will be opened every 3 years. This most recently took place in July 2021.
- Community Representatives can reapply for a Committee of Management positions.

Appointment

The Community Representative positions were broadly advertised by council and no further community applications have been received.

The following Community Representatives have expressed interest to be reappointed to the Committee:

1. Ms Karin Hann | Previous Executive Officer of Frankston Business Network
2. Mr Shane Thomas | Director Thomas Anderson Design and Member of Rotary Club of Frankston Sunrise
3. Ms Jackie Galloway | Chief Executive Officer of Peninsula Community Legal Centre

Terms of Reference

Frankston Charitable Fund Committee of Management Terms of Reference (TOR) outlines the role, responsibilities, membership, terms of appointment and frequency of meetings. The TOR have been reviewed by all members of the committee and have been recommended for Council approval (ATTACHMENT A).

Financial Impact

There are no financial implications associated with this report.

Consultation**1. External Stakeholders**

The community representatives on the Charitable Trust have been consulted and they have each confirmed that they would be willing to continue to perform the function of Frankston Charitable Fund as well as assessing nominations of the Volunteer of the Year Awards.

2. Other Stakeholders

- The full Charitable Trust Committee membership is comprised as follows:
 - Councillor Hill
 - Councillor Tayler
 - Director Communities
- Representative of the Lord Mayor's Charitable Fund.

12.15 Frankston Charitable Fund Community Representatives**Executive Summary**

- Ms Karin Hann (Previous Executive Officer of the Frankston Business Network)
- Mr. Shane Thomas (Member of the Rotary Club of Frankston Sunrise)
- Ms. Jackie Galloway (Chief Executive Officer of Peninsula Community Legal Centre)

Analysis (Environmental / Economic / Social Implications)

Frankston Charitable Fund Committee and its community representatives are key in assisting Council further build the resilience of the Frankston community.

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 statutory obligations or legal implications considered in this report.

Policy Impacts

There are no policy impacts.

Officer's Declaration of Interests

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

Risk Mitigation

Frankston Charitable Fund community representatives are asked to declare any conflicts of interest on the application assessment form and are required to ensure good governance is applied in all its meeting and dealings.

Conclusion

The following community representatives have expressed interest to be reappointed as of 26th July 2021.

- Ms Karin Hann | Previous Executive Officer of Frankston Business Network
- Mr Shane Thomas | Director Thomas Anderson Design and Member of Rotary Club of Frankston Sunrise
- Ms Jackie Galloway | Chief Executive Officer of Peninsula Community Legal Centre

Approval is sought to reappoint all three Frankston Charitable Fund Community representatives and to endorse the revised Frankston Charitable Funds Terms of Reference.

ATTACHMENTS

Attachment A: [↓](#) Terms of Reference Frankston Charitable Fund

FRANKSTON CHARITABLE FUND COMMITTEE OF MANAGEMENT TERMS OF REFERENCE

ROLE

The Frankston Charitable Fund Committee of Management advises and makes granting recommendations to the Board of Management (Board) of the Lord Mayor's Charitable Foundation.

The Frankston Charitable Fund Committee of Management may in each year recommend to the Board that:

1. The Board pay part or all of the Available Income to Eligible Charitable Organisations as the Committee of Management in its discretion determines.
2. The Committee of Management will adhere to the Frankston Charitable Fund Grants Procedure in considering and making recommendations to the Board.

ESTABLISHMENT

The Committee of Management was established at the Frankston City Council meeting held in March 2010.

RESPONSIBILITIES

1. Actively build the Frankston Charitable Fund corpus;
2. Approve fundraising activities and events proposed by external community groups and organisations;
3. Identify eligible charities within the Council boundaries;
4. Promote within the local community the availability, guidelines and timing of the grants;
5. Examine each grant application using the established criteria set by the panel;
6. Recommend to the Board the funding allocation for successful applications;
7. Recommend to the Board (if appropriate) that no funds be allocated; and
8. Where applicable, visit applicant organisations to review circumstances of an application or as part of an ongoing visitation program.
9. Assess the Volunteer of the Year Awards and provide recommendations to Council.

MEMBERSHIP OF THE COMMITTEE

The Council must establish and at all times maintain a Committee of Management of individuals as determined by the Council. This will be comprised of:

1. Mayor of the Council or his or her nominee (who must be an elected Councillor)
2. Chief Executive Officer of the Council or his or her delegate
3. Councillor/s
4. Representative of the Lord Mayor's Charitable Fund
5. 3 Community Representatives appointed by Council

The Community Grants Officer, the Manager Community Strengthening, and, or the Coordinator Community Programs will attend the meeting and do not have voting rights.

All members will have expertise, experience and credentials appropriate to their role in assessing applications from charitable agencies.

The Frankston Charitable Fund is a sub-fund of Lord Mayor's Charitable Foundation and therefore operates with their governance requirements.

TERMS OF APPOINTMENT

The terms of appointment of the members of the Committee of Management shall be determined by Council.

1. Councillors will be appointed on an annual basis as per the Council schedule
2. Chief Executive Officer of the Council or his or her delegate will have a standing position
3. All Community Representatives positions will be opened every 3 years, commencing July 2021.
4. Community Representatives can reapply for a Committee of Management position

ELECTION OF CHAIRPERSON

A Chairperson is elected for a one year period. Nominations will be received from all voting members of the Committee of Management. Where more than one nomination is received for the position of Chair, a vote by show of hands will be held.

ROLE OF THE CHAIRPERSON

1. The Chairperson shall chair all meetings of the Committee of Management or in the absence of the Chairperson, an acting Chairperson will be elected for the meeting.
2. The Chairperson is responsible for ensuring that the Committee of Management operates in an effective manner within these Terms of Reference.
3. The Chairperson shall be available to liaise with other committee members, Council officers, Councillors, Lord Mayor's Charitable Fund and/or the Council and may be required to attend Council meetings or briefings on occasions.

MEETINGS

1. A quorum will comprise 4 voting members of the committee, one of whom must be the appointed Chairperson or an acting Chairperson.
2. Committee of Management members' absence from two consecutive meetings without reasonable cause may result in termination of membership.
3. All decisions of the Committee of Management shall be made on the basis of a majority decision of the members present.
4. Minutes shall be recorded, circulated to members, and presented to the following meeting of the Committee and Council.
5. Frequency of meetings will be determined annually and aligned with the Frankston City Council Statutory meeting in November each year.

REVIEW

The Terms of Reference will be reviewed annually, at the first meeting of the calendar year, to ensure that it continues to fulfil its charter in response to current and emerging community needs.

Executive Summary**12.16 Proposed closure in Taylors Road, Skye between Hall Road and Ballarto Road**

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 brief Council on the outcome of the statutory procedure and public notice for the proposed road closure in Taylors Road, Skye between Hall Road and Ballarto Road, and seek Council approval to proceed with the road closure.

Recommendation (Director Infrastructure and Operations)

That Council, in accordance with sections 207, 207A, 223 and clause 9 of Schedule 11 to the Local Government Act 1989 ('Act') and having given public notice of the proposal:

1. Notes one public submission was received during the public notice period;
2. Notes a report offering no objection to the proposed road closure was obtained from the Department of Transport (formerly VicRoads), as required by Clause 9(2) of Schedule 11 to the Act;
3. Notes emergency services have been notified and indicate no objection to the proposal however commented on the impact on the response time;
4. Authorises the Chief Executive Officer to instigate the road closure in Taylors Road in Skye between Hall Road and Ballarto Road to vehicular traffic, excluding emergency services and utility authority vehicles; and
5. Resolves to proceed with the installation of a gate retaining controlled access for emergency services and utility authority vehicles.

Key Points / Issues

- At its Meeting CM9 of 31 May 2021, Council resolved, in accordance with sections 207, 207A, 223 and Clause 9 of Schedule 11 to the Local Government Act 1989 ('Act'), to authorise the commencement of the statutory process to consider a road closure in Taylors Road in Skye between Hall Road and Ballarto Road to vehicular traffic excluding emergency services and utility authority vehicles. The initiating report can be viewed in Attachment A.
- As per sections of the Local Government Act 1989, public notice of the proposed road closure was published on Council's website and in the Herald Sun on Tuesday 15 June 2021. The public notice concluded on Tuesday 13 July 2021 being 28 days after the notice. The notice is shown in Attachment B.
- One submission from a member of the public was received during the public notice period. The submitter raised concerns that traffic on the surrounding roads may increase due to the proposed road closure, and requested Taylors Road to be constructed as it is used by other members of the community too. The submitter noted that the connection maybe useful during school pick up and drop off hours although the submitter doesn't travel on Taylors Road.

12.16 Proposed closure in Taylors Road, Skye between Hall Road and Ballarto Road**Executive Summary**

- In considering this submission it is noted that Council officers have been working with property owners in Taylors Road and Highview Road for some time now and that the proposed closure was conceived in discussion with property owners and is supported by a majority of property owners in the two roads.
- As required by clause 9 (2) of Schedule 11 to the Act, a report has been obtained from the Department of Transport (formerly VicRoads) indicating no objection to the proposed road closure (in Attachment C).
- Emergency services have been notified with responses received from Ambulance Victoria (in Attachment D) and Carrum Downs Fire Brigade (in Attachment E).
 - Ambulance Victoria responded stating that depending on which end of the road an ambulance crew would enter from, it may result in some delay in response times and advised that residents will need to be made aware. Ambulance Victoria did not object to the proposal and sought assurance that they will be able to access the locked gate. Council officers advised that keyed lock would be provided similar to other locked gates.
 - Carrum Downs Fire Brigade raised concerns that the road closure could impact their response times and service delivery standards. On 26 July 2021, Council officers held a virtual meeting with the Captain of Carrum Downs Fire Brigade. At this meeting the concerns were discussed and background provided. The meeting was positive and constructive, allaying the concerns of fire Brigade and advising of arrangements and access for the locked gates. Following the meeting a response was received thanking officers for the information session.
 - Should Council resolved to close Taylors Road officers will write to all property owners in Taylors Road and Highview Road advising of Councils' decision and the comments received from the emergency services in relation to the impact on the response time.
- Utility Authorities will be able access properties in Highview Road and Taylors Road from either end of Taylors Road or by arrangement through the locked swing gate.
- In view of the concerns expressed by property owners, the support for a road closure, and after following the action required in the statutory process, it is recommended that Council instigate the road closure proposal and proceeds with the installation of the gate to restrict through vehicle access, while retaining access for emergency services and utility authorities.

Financial Impact

There are financial costs associated with installing the gate. Funding of \$50,000 was allocated in 2020/21 Capital Works budget to investigate road construction through a Special Charge Scheme.

Remaining funds of \$35,000 for the installation of gate is proposed to be carried forward into 2021/22 for the implementation of the road closure should Council resolve to proceed with the proposal.

It is noted that the current estimate to construct Taylors Road and Highview Road is approximately \$2,500,000 with Council's contribution for a scheme if it was to proceed being in excess of \$1,000,000.

12.16 Proposed closure in Taylors Road, Skye between Hall Road and Ballarto Road**Executive Summary****Consultation****1. External Stakeholders**

In accordance with Schedule 223 of the Act, Council completed a public notice which described the proposal and provided a minimum period of 28 days for any submissions to be made. This was undertaken from 15 June 2021 to 13 July 2021. The public notice was published in the Herald Sun and on Council's website.

It is noted that the most recent feedback provided by property owners in January 2021 indicated 15 of the 18 responses received supported a road closure, with four property owners not responding, being 68% support for the proposal from property owners.

2. Other Stakeholders

The Department of Transport was notified in early March 2021 of this proposal. In response to a request from Council, a report indicating no objection to the proposed road closure has been obtained from the Department of Transport.

Emergency service authorities, namely the Country Fire Authority (CFA), Ambulance Victoria, Victoria Police and the State Emergency Service (SES) have been notified of the proposal with responses received from Ambulance Victoria and Carrum Downs Fire Brigade.

Analysis (Environmental / Economic / Social Implications)

The road closure, if supported, will respond to community's concerns in Taylors Road. Positive environmental implications will be reduction in traffic by approximately 46%, resulting in reduced dust and vehicle noise. There may be minor vegetation removal associated with creating a suitable turning area on the south side of the road closure, however every effort will be made to minimise the need for this and incorporate additional planting if possible.

The road is currently unsealed and is used by some motorists as a north-south connection between Hall Road and Ballarto Road. The unconstructed road can rapidly deteriorate with large volumes of traffic, particularly heavy vehicles. It is likely that much of this through traffic is using Taylors Road to avoid congestion at Western Port Highway. Closing Taylors Road will eliminate this route for through traffic, however it is considered that alternative routes exist, in particular along Westernport Highway to cater for this traffic. Major Road Projects Victoria are developing a project to duplication hall Road and upgrade intersections along Westernport Highway which will improve arterial routes for non-local traffic with improved traffic flow, traffic distribution, journey reliability and safety for motorists.

The proposed road closure will limit access to properties on Taylors Road and Highview Road. Properties in Highview Road, and south of 125 Taylors Road will only have access only from Ballarto Road, and properties north of 125 Taylors Road will only have access from Hall Road. From the extensive consultation that has been carried out to date, a majority of property owners view this inconvenience as an acceptable compromise to the positive impact of the road closure.

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.

12.16 Proposed closure in Taylors Road, Skye between Hall Road and Ballarto Road
Executive SummaryLegal

Council can close a road using the provisions in Schedule 11 (Powers of Councils over traffic) of the Local Government Act 1989. Although most provisions in the 1989 Act have now been repealed and replaced by the Local Government Act 2020, the Schedule 11 provisions which relate to Council powers over traffic have continued.

Council's power to effect a road closure is set out in Schedule 11, clause 9 of the Act. Details of this is contained in the initiating report to Council shown in Appendix A.

Policy Impacts

Taylors Road and Highview Road are both on Frankston City Council's Contributory Schemes Policy's priority list of unmade roads to be constructed through Special Charge Schemes. Taylors Road is currently ranked a high priority at position one (1) out of 68 roads, and Highview Road is ranked 54.

If a road closure is implemented, it is expected to alleviate the concerns of the property owners and therefore while both roads will remain on the list as unmade roads the priority and need for the project will be lessened.

Officer's Declaration of Interests

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

Risk Mitigation

Completion of the statutory process for the proposed road closure, which requires public notice and consultation with relevant stakeholders, will mitigate the risk of any unforeseen issues arising out of the road closure.

Emergency Services have also been consulted to mitigate any concerns from Country Fire Authority (CFA), Ambulance Victoria, Victoria Police and the State Emergency Service (SES).

Conclusion

Taylors Road in Skye between Hall Road and Ballarto Road is an unconstructed road that provides access to Highview Road and 22 properties. Approximately 46% of the current traffic along this section of Taylors Road is through traffic, and contributes to the deterioration of the road condition.

As a result of ongoing concerns from property owners regarding the road, Council has carried out extensive consultation to seek an acceptable solution to address these concerns. The majority of property owners support implementing a road closure in the form of a heavy duty swing gate north of Highview Road, with keyed access for emergency services and utility authority vehicles. This option is a low cost measure to limit use of Taylors Road to only local traffic. To enable Council to consider a "road closure" under the Act, a statutory consultation process was undertaken.

Given the conclusion of the statutory process with the receipt of one public submission, and no objection from Department of Transport and emergency services, it is recommended therefore that Council proceeds with the installation of a swing gate at mid-point of Taylors Road in Skye, between Hall Road and Ballarto Road to restrict through vehicle access with the exception for emergency services and utility authorities retaining access via a key to the gate.

12.16 Proposed closure in Taylors Road, Skye between Hall Road and Ballarto Road
Executive Summary**Background**

The section of Taylors Road in Skye, between Hall Road and Ballarto Road is unconstructed and provides access to Highview Road, a no-through road which is also unconstructed. These roads contain 22 properties many of which are residential lifestyle properties. There are several commercial and other uses including a plant nursery, market gardens, equestrian club, golf course, outdoor paintball venue and a Buddhist temple. An aerial map showing the location of Taylors Road and Highview Road and recent photographs are included as part of the previous report to Council in Attachment A.

Due to ongoing concerns from property owners regarding the use of Taylors Road as a thoroughfare by heavy vehicles, and the resulting deteriorating condition of this section of road, Council consulted with property owners to seek their views and support to begin investigations into constructing Taylors Road and Highview Road through a Special Charge Scheme.

Surveys mailed to the 22 properties sought feedback on the proposal to commence investigations for a road construction scheme. Results of the survey was mixed with five (5) responses supporting the proposal, four (4) not supporting the proposal and three (3) unsure as they were concerned about the cost. However four (4) of the 12 responses advocated for a road closure as a preferred way forward.

It was also noted that the State Government had announced an upcoming project to duplicate Hall Road from McCormicks Road to Western Port Highway and to upgrade Western Port Highway to remove the two roundabouts at Ballarto Road and Cranbourne-Frankston Road. How these works would impact traffic patterns in Taylors Road was unknown at the time.

After considering the matter it was considered that a Special Charge Scheme for Taylors Road at this time, but rather to put in place a closure, temporary or otherwise, as suggested by some residents. The closure could then be reassessed by Council following completion of the Hall Road duplication project if requested by property owners.

Further consultation with property owners, including a meeting held in March 2019 indicated 50% support for a closure of Taylors Road north of Highview Road. At this meeting, comments and issues raised by the attendees related to traffic speed and hoon behaviour, obtaining further traffic data and general support for a closure of Taylors Road midway between Hall Road and Ballarto Road. It was felt that, whilst it would provide some inconvenience for access, there would be benefits in eliminating through traffic and reduced deterioration of the road surface.

Council provided a preliminary design to property owners and received responses from 18 of the 22 properties consulted. Of these responses, 15 (68% of total properties) supported the closure of Taylors Road north of Highview Road, three (14% of total properties) objected and four did not respond.

Following further discussion on site with a property owner, the location of the proposed closure is to be 275 metres north of Highview Road. Advanced signage is proposed on all approaches to the road closure on Taylors Road, Ballarto Road and Hall Road and street lighting will be reviewed.

12.16 Proposed closure in Taylors Road, Skye between Hall Road and Ballarto Road**Executive Summary**

ATTACHMENTS

- Attachment A: [↓](#) Council Report at CM9 on 31 May 2021 - Proposed Closure of Taylors Road, Skye between Hall Road and Ballarto Road
- Attachment B: [↓](#) Public Notice of Proposed Closure of Taylors Road, Skye
- Attachment C: [↓](#) Department of Transport - Letter of No Objection to Proposed Road Closure For Vehicular Traffic - Taylors Road, Skye
- Attachment D: [↓](#) Response from Ambulance Victoria to Proposed Closure of Taylors Road, Skye
- Attachment E: [↓](#) Response from Carrum Downs Fire Brigade to Proposed Closure of Taylors Road, Skye
- Attachment F: [↓](#) Submission from a Member of the Public to Proposed Closure of Taylors Road, Skye

Reports of Officers

1

31 May 2021
2021/CM9**Executive Summary****12.17 Proposed closure of Taylors Road, Skye between Hall Road and Ballarto Road***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 seek Council's authorisation to commence the statutory procedure to enable Council to consider implementing a road closure in Taylors Road, Skye between Hall Road and Ballarto Road.

Recommendation (Director Infrastructure and Operations)

That Council, in accordance with sections 207, 207A, 223 and clause 9 of Schedule 11 to the Local Government Act 1989 ('Act'):

1. Authorises the commencement of the statutory process to consider the closure of Taylors Road in Skye, between Hall Road and Ballarto Road to vehicular traffic excluding emergency services and utility authority vehicles;
2. Authorises public notice to be given of the proposed road closure, and submissions to be invited in accordance with section 223 of the Act;
3. Notes that a report has been requested from the Department of Transport (VicRoads) concerning the proposed road closure, as required by clause 9 (2) of Schedule 11 to the Act;
4. Notes that the proposal will be referred to emergency service and utility authorities for comment; and
5. Notes that a report will be brought back to Council at its 9 August 2021 meeting, to enable all submissions and comments to be considered prior to making a decision on the road closure proposal.

Key Points / Issues

- The section of Taylors Road in Skye, between Hall Road and Ballarto Road is unconstructed and provides access to Highview Road, a no-through road which is also unconstructed. These roads contain 22 properties many of which are residential lifestyle properties. There are several commercial and other uses including a plant nursery, market gardens, equestrian club, golf course, outdoor paintball venue and a Buddhist temple. An aerial map showing the location of Taylors Road and Highview Road is included as Attachment A, Recent photographs of Taylors Road are shown in Attachment B.
- Due to ongoing concerns from property owners regarding the use of Taylors Road as a thoroughfare by heavy vehicles, and the resulting deteriorating condition of this section of road, Council consulted with property owners to seek their views and support to begin investigations into constructing Taylors Road and Highview Road through a Special Charge Scheme.

Reports of Officers**2****31 May 2021
2021/CM9****12.17 Proposed closure of Taylors Road, Skye between Hall Road and Ballarto Road****Executive Summary**

- A concept road design and cost estimate for construction of the two roads was undertaken in July 2018. The cost estimate at the time to construct Taylors Road and Highview Road was \$2.5 million.
- Surveys mailed to the 22 properties sought feedback on the proposal to commence investigations for a road construction scheme. Results of the survey was mixed with five (5) responses supporting the proposal, four (4) not supporting the proposal and three (3) unsure as they were concerned about the cost. However four (4) of the 12 responses advocated for a road closure as a preferred way forward.
- It was also noted that the State Government had announced an upcoming project to duplicate Hall Road from McCormicks Road to Cranbourne-Frankston Road and to upgrade Western Port Highway to remove the two roundabouts at Ballarto Road and Cranbourne-Frankston Road. How these works would impact traffic patterns in Taylors Road was unknown at the time.
- After considering the matter it was considered that Council should not proceed with a Special Charge Scheme for Taylors Road at this time, but rather to put in place a closure, temporary or otherwise, as suggested by some residents. The closure could then be reassessed by Council following completion of the Hall Road duplication project if requested by property owners.
- Further consultation with property owners, including a meeting held in March 2019 indicated 50% support for a closure of Taylors Road north of Highview Road. At this meeting, comments and issues raised by the attendees related to:
 - Traffic speed and hoon behaviour in Taylors Road;
 - Support for speed reduction treatments if Taylors Road was constructed;
 - Obtaining further traffic data; and
 - General support for a temporary closure of Taylors Road midway between Hall Road and Ballarto Road. It was felt that, whilst it would provide some inconvenience for access, there would be benefits in eliminating through traffic and reduced deterioration of the road surface.
- A further survey in April 2020 resulted in 50% support for some form of road closure in Taylors Road. Subsequently a preliminary design for a road closure on Taylors Road just north of Highview Road was developed. The proposed road closure would be in the form of a gate, with keyed access remaining available for emergency services and utility authority vehicles.
- Council provided this preliminary design to property owners and received responses from 18 of the 22 properties consulted. Of these responses, 15 (68% of total properties) supported the closure of Taylors Road north of Highview Road, three (14% of total properties) objected and four did not respond.
- The comments received in support of the road closure were:
 - The reduction of through traffic at speed on Taylors Road would be appreciated. This is a sensible, low cost solution to a large volume traffic issue;
 - A temporary closure until Hall Road is duplicated is supported; and
 - Although the closure should stop speeding traffic, a speed limit reduction should be considered;

Reports of Officers**3****31 May 2021
2021/CM9****12.17 Proposed closure of Taylors Road, Skye between Hall Road and Ballarto Road****Executive Summary**

- Further discussion was held on site with a property owner and the location of the proposed closure is proposed to be 275 metres of Highview Road. A detailed design for this location is underway. Advanced signage is proposed on all approaches to the road closure on Taylors Road, Ballarto Road and Hall Road and street lighting will be reviewed.
- Prior to undertaking a road closure, Council must undertake a range of consultation with relevant stakeholders including:
 - Obtain the consent of Department of Transport (formerly VicRoads);
 - Notify affected property owners, occupiers, service authorities and emergency services of the proposal, and consider any comments provided through this process; and
 - Give public notice and consider any resulting submissions.
- It is recommended that Council authorises the commencement of the statutory process to consider the closure of Taylors Road in Skye between Hall Road and Ballarto Road to vehicular traffic excluding emergency services and utility authority vehicles.

Financial Impact

Funding was allocated in 2020/21 Capital Works budget to investigate road construction through a Special Charge Scheme. It is proposed to carry forward approximately \$40,000 into 2021/22 for the implementation of a road closure should Council resolve to proceed with the proposal.

It is noted that the latest estimate to construct Taylors road and Highview Road was approximately \$2,500,000 with Council's contribution for a scheme if it was to proceed being in excess of \$1,000,000.

Consultation**1. External Stakeholders**

Sections 207A and 223 of the Act provide that a person may make a submission in respect of a proposal to close a road in accordance with clause 9 of Schedule 11. Accordingly, Council is required to issue a public notice which describes the proposal, and provides a minimum period of 28 days for any submissions to be made. Council must then consider all submissions received before making a decision on the proposal.

If Council authorises the commencement of the statutory process to consider the closure of Taylors Road, public notice of the proposal will be given and submissions to the proposal will be invited in accordance with section 223 of the Act. Any submissions will be presented to Council for consideration at a future meeting.

It is noted that the most recent feedback from property owners indicated 15 of the 18 responses received supported a road closure, with four property owners not responding.

2. Other Stakeholders

In addition to public notifications, clause 9 (2) of Schedule 11 to the Act requires a report to be obtained from the Department of Transport (VicRoads) concerning a proposed road closure. The Department of Transport has been formally notified in early March 2021 of the road closure proposal, and we are currently awaiting their report on the matter.

Reports of Officers**4****31 May 2021
2021/CM9****12.17 Proposed closure of Taylors Road, Skye between Hall Road and Ballarto Road****Executive Summary**

Emergency service authorities, namely the Country Fire Authority (CFA), Ambulance Victoria, Victoria Police and the State Emergency Service (SES) will be notified of the proposal.

Utility Authorities, namely United Energy, South East Water Corporation, Telstra Corporation and APA group (Gas Company) will also be notified of the proposal.

Analysis (Environmental / Economic / Social Implications)

The road closure, if supported, will respond to community's concerns in Taylors Road. Positive environmental implications will be reduction in traffic by approximately 46%, resulting in reduced dust and vehicle noise. There may be minor vegetation removal associated with creating a suitable turning area on the south side of the road closure, however every effort will be made to minimise the need for this and incorporate additional planting if possible.

The road currently serves as a north-south connection between Hall Road and Ballarto Road. The unconstructed road can deteriorate with large volumes of heavy vehicles. Closing Taylors Road will eliminate this route for through traffic. However it is considered that an alternative route along Westernport Highway is sufficient for this through traffic. The Hall Road Duplication project and Westernport Highway intersection upgrades will also improve the alternative route for non-local traffic with improved traffic flow, traffic distribution, journey reliability and safety for motorists.

The proposed road closure will limit access to properties on Taylors Road and Highview Road. Properties in Highview Road, and south of 125 Taylors will only have access only from Ballarto Road, and properties north of 125 Taylors Road will only have access from Hall Road. From the extensive consultation that has been carried out to date, a majority of property owners view this inconvenience as an acceptable compromise to the positive impact of the road closure.

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.

Legal

Council can close a road using the provisions in Schedule 11 (Powers of Councils over traffic) of the Local Government Act 1989. Although most provisions in the 1989 Act have now been repealed and replaced by the Local Government Act 2020, the Schedule 11 provisions which relate to Council powers over traffic have continued.

Council's power to effect a road closure is set out in Schedule 11, clause 9 of the Act, as follows:

Schedule 11**Clause 9 - Power to place obstructions or barriers on a road permanently**

- (1) *A Council may block or restrict the passage or access of vehicles on a road by placing and maintaining any permanent barrier or other obstruction on the road.*
- (2) *A Council must not exercise this power unless it has considered a report from the Head, Transport for Victoria concerning the exercise of the power.*

Reports of Officers**5****31 May 2021
2021/CM9****12.17 Proposed closure of Taylors Road, Skye between Hall Road and Ballarto Road****Executive Summary**

- (3) *The exercise of this power is subject to any direction of the Minister.*
- (4) *This clause does not apply to a freeway or an arterial road within the meaning of the Road Management Act 2004, unless the Council has the consent of the Head, Transport for Victoria.*

Sections 207A and 223 of the Act require that a person be given the opportunity to make a submission in respect of a proposal to close a road in accordance with Schedule 11, clause 9. This requires the issuing of a public notice and allowing a subsequent period of at least 28 days for submissions to be made. Council must consider all submissions received before deciding whether to proceed with the proposed road closure.

Policy Impacts

Taylors Road and Highview Road are both on Frankston City Council's Contributory Schemes Policy's priority list of unmade roads to be constructed through Special Charge Schemes. Taylors Road is ranked a high priority at position one (01) out of 68 roads, and Highview Road is ranked 54.

Officer's Declaration of Interests

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

Risk Mitigation

Completion of the statutory process for the proposed road closure, which requires public notice and consultation with relevant stakeholders, will mitigate the risk of any unforeseen issues arising out of the road closure.

Conclusion

Taylors Road in Skye between Hall Road and Ballarto Road is an unconstructed road that provides access to Highview Road and 22 properties. Approximately 46% of the current traffic along this section of Taylors Road is through traffic, and contributes to the deterioration of the road condition.

As a result of ongoing concerns from property owners regarding the road, Council has been carrying out extensive consultation to seek an acceptable solution to address these concerns. The majority of property owners support implementing a road closure in the form of a heavy duty swing gate at road's mid-point, with keyed access for emergency services and utility authority vehicles, as the most suitable option which is also a low cost measure to limit use of Taylors Road to only local traffic.

A "road closure" under the Act can only be undertaken after the completion of a statutory consultation process.

It is recommended that Council resolves to commence the statutory process to consider the closure of Taylors Road, Skye with emergency services and utility authorities retaining access via a key to the gate.

ATTACHMENTS

Attachment A: Aerial Locality Map of Taylors Road

Attachment B: Photographs of Taylors Road - May 2021

Aerial Map of Taylors Road, Highview Road with Location of Proposed Road Closure



Site Photos from May 2021 - Northbound on Taylors Road, Skye

Looking northbound from the Ballarto Road intersection



Location of proposed closure, south of Market Gardens entrance, 125 Taylors Road, Skye



Market Gardens entrance, 125 Taylors Road, Skye



Looking northbound past the Market Gardens entrance, 125 Taylors Road, Skye

Site Photos from May 2021 - Southbound on Taylors Road, Skye

Looking southbound from the Hall Road intersection



Location of proposed closure, south of Market Gardens entrance, 125 Taylors Road, Skye



Looking southbound at Highview Road intersection

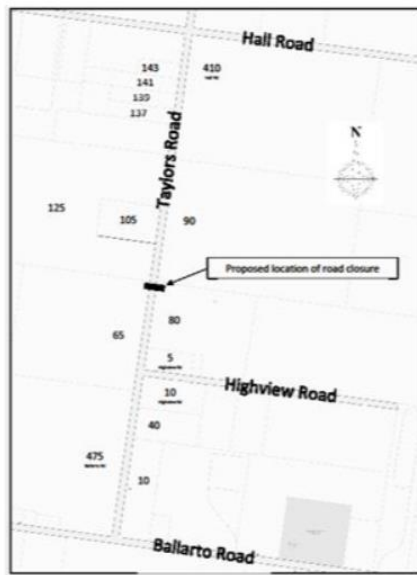


Evidence of hoof prints - evidence of horse movements on Taylors Road



Proposed Closure of Taylors Road, Skye

Notice is hereby given that at its meeting on 31 May 2021, in the exercise of a power conferred by section 207 and Schedule 11, Clause 9 of the Local Government Act 1989 ('Act'), Frankston City Council resolved that statutory procedures be commenced to consider the closure of Taylors Road in Skye, between Hall Road and Ballarto Road to vehicular traffic, but with emergency service and utility authority vehicles retaining access. The location of the proposed road closure is shown on the plan below:



Have Your Say

Any person may make a submission to Council on the proposed road closure. All submissions received by 13 July 2021 will be considered by Council in accordance with section 223 of the Act. Any person making a submission is entitled to request (in the submission itself) to be heard at a Council meeting in support of the submission, either in person or by a person acting on his or her behalf. Notice of the meeting date and time will be given to each person who has lodged a submission.

Submissions should be marked "Proposed road closure – Taylors Road" and should be addressed to: Governance Team, Frankston City Council, PO Box 490, Frankston, 3199. Submissions may also be hand delivered to the Civic Centre, or emailed to info@frankston.vic.gov.au

Submitters should note that Council is required to maintain a public register of submissions received during the previous 12 months. Unless a submitter requests to the contrary, copies of submissions (including the submitters' names and addresses) may also be included in the Council meeting agenda and minutes, which are a permanent public record, and which are published on Council's website.

For further information about the proposed road closure, phone Council's Manager Engineering Services on 1300 322 322.



Department of Transport

Metro Operations
12 Lakeside Drive
Burwood East Victoria 3151
Private Bag 4
Mount Waverley Victoria 3149

Ref: 20385112

██████████
Manager – Engineering Services
Frankston City Council
30 Davey Street
Frankston VIC 3151

Dear ██████████

RE: PROPOSED ROAD CLOSURE FOR VEHICULAR TRAFFIC – TAYLORS ROAD, SKYE

Thank you for your letter dated 2 March 2021 requesting a report from the Department of Transport (DoT) on the proposed closure of Taylors Road by effect of a 'gate', outside property 125 Taylors Road, in Skye.

It is understood that Council has commenced procedures in accordance with Schedule 11, Clause 9 of the Local Government Act 1989 to close this section of road and that the purpose of the closure is to prevent the through movement of vehicles using Taylors Road as an alternative to Westernport Highway.

It is also understood that emergency services and utility authorities will be consulted as part of the statutory process in relation to the proposed road closure.

Lastly, it is noted that emergency services and utility authorities' vehicles will be permitted to obtain access through the closed section of Taylors Road if required.

In situations where it is clear that a proposed closure of a local road will result in minimal impact, a report in response to a road closure proposal can be provided in the form of a letter from DoT to Council. As such, this letter is provided to advise that since all of the impacts that DoT is required to consider are expected to be minimal and that the impact on the arterial road network is assessed to be negligible, DoT does not object to the above road closure.

If you have any queries regarding this letter, please contact ██████████ on ██████████.

Yours sincerely

██████████

██████████

Acting Team Leader – Vehicular Movement (Metro South East)
11/ 06/ 2021



From: [REDACTED]
Sent: Friday, 11 June 2021 2:40 PM
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: Proposed Road Closure for Vehicular Traffic on Taylors Road, Skye (between Hall Road and Ballarto Road) - Frankston City Council

Hi [REDACTED]

Thanks for your quick response.
I will confirm with you as to whether your S-keys and the typical B-key locks are the same.
I know this is a concern you raised in your response to the proposed closure of Boundary Lane in Carrum Downs as well.
Thank you again for your feedback thus far.

Regards

[REDACTED]



[REDACTED] >> Strategic Infrastructure Engineer
Engineering Services >> Engineering Services
Civic Centre >> 30 Davey Street Frankston >> PO Box 490 Frankston VIC 3199
[REDACTED]
frankston.vic.gov.au >> [REDACTED]@frankston.vic.gov.au

From: [REDACTED] <[REDACTED]@ambulance.vic.gov.au>
Sent: Friday, 11 June 2021 1:59 PM
To: [REDACTED]@frankston.vic.gov.au>
Cc: [REDACTED]@ambulance.vic.gov.au>
Subject: RE: Proposed Road Closure for Vehicular Traffic on Taylors Road, Skye (between Hall Road and Ballarto Road) - Frankston City Council

Hi [REDACTED]

Thank you for your email in relation to Taylors Rd in Skye

As there are residence located along this road a locked gate may result in some delay in response times to said residence, obviously this would be dependent on what side our crews enter from, yet this may very well be governed by the location of crew on dispatch. Residence will need to be made aware of this.

I would like to also review with you the keyed access to ensure our S -Keys are the correct keys.

If this proposal is to go ahead I will add a note to our dispatch that there is S-Key access to the gate located at 125 Taylor Rd

Happy to discuss further if required

Regards

[REDACTED]

Senior Team Manager - Frankston 1

Clinical Operations

Ambulance Victoria

1/3 Sir Laurence Drive, Seaford 3198

E [\[redacted\]@ambulance.vic.gov.au](mailto:[redacted]@ambulance.vic.gov.au)W ambulance.vic.gov.au**AmbulanceVictoria**

AV Operations | Clinical Operations

Road Response • Air Ambulance Victoria (ARV) • Adult Retrieval Victoria (ARV) • Stroke Services

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From: [\[redacted\]@frankston.vic.gov.au](mailto:[redacted]@frankston.vic.gov.au)

Sent: Friday, 11 June 2021 1:40 PM

To: [\[redacted\]@ambulance.vic.gov.au](mailto:[redacted]@ambulance.vic.gov.au)

Subject: [EXTERNAL] Proposed Road Closure for Vehicular Traffic on Taylors Road, Skye (between Hall Road and Ballarto Road) - Frankston City Council

Dear Sir/Madam

Council is proposing a road closure at 125 Taylors Road, Skye to vehicular traffic - excluding emergency services and utility authority vehicles. This section of Taylors Road is unconstructed.

Following concerns from property owners about the condition and use of this section of road, Council carried out traffic count investigations. Traffic counts showed that around half of the traffic on Taylors Road, many of them heavy vehicles, used it as an alternative to Westernport Highway to avoid congestion at Westernport Highway/Hall Road intersection, which was causing the surface of the road to rapidly deteriorate. Extensive consultation with property owners on potential solutions to address the issue indicated there was a high level of support for some sort of road closure on Taylors Road.

As such, Council is proposing a road closure in the form of a locked gate at 125 Taylors Road, Skye, south of the access point to 125 Taylors Road.

To maintain access for emergency services and authorities, keyed access will be made available similar to other infrastructure facilities in the municipality.

Frankston City Council, in accordance with Clause 9 of Schedule 11 Local Government Act, will commence its public notice on 15 June 2021 following the Council resolution in late May 2021. The public notice and a map of the road closure is attached.

I look forward to your review and support. It would be much appreciated if you can return a response by Friday 25 June 2021.

Should you need further information, please do not hesitate to call me on [redacted]

Location:

<https://www.google.com/maps/place/125+Taylors+Rd,+Skye+VIC+3977/@-38.1122715,145.2132445,151m/data=!3m1!1e3!4m5!3m4!1s0x6ad60c30f6d06321:0x11d7d00155fe1e57!8m2!3d-38.1089569!4d145.2138948>

Regards

■



■■■■■■■■■■ >> Strategic Infrastructure Engineer
Engineering Services >> Engineering Services
Civic Centre >> 30 Davey Street Frankston >> PO Box 490 Frankston VIC 3199
■■■■■■■■■■
frankston.vic.gov.au >> ■■■■■■■■■■ @frankston.vic.gov.au



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From: [REDACTED]
Sent: Tuesday, 27 July 2021 2:00 PM
To: [REDACTED]
Cc: [REDACTED]
Subject: Re: Proposed Closure of Taylors Road, Skye - Carrum Downs Fire Brigade Submission

Hi [REDACTED]

Thanks for taking the time to listen to our concerns via Zoom on Monday 26th July from an emergency service perspective.

I have cc'd Captain [REDACTED] from Skye Fire Brigade into this email and hopefully if they have any different views from their end, they will make contact with you.

It's important that we do raise these concerns in the interests of public safety although I would also be aware you would more than likely already have considered this in your consultation processes.

Thanks again for the information session.

Regards

[REDACTED]
Captain
Carrum Downs Fire Brigade

From: [REDACTED]@frankston.vic.gov.au>
Sent: Monday, 26 July 2021 9:03 AM
To: [REDACTED]
Subject: Proposed Closure of Taylors Road, Skye - Carrum Downs Fire Brigade Submission

Hi [REDACTED]

It was a pleasure to meet you virtually, and discuss the background, aspects and impacts of the proposed closure of Taylors Road, Skye.

From Council's part, we found it to be a positive and constructive session, and appreciate the challenges emergency response services face with road closures.

We hope to mitigate this with the inclusion of the swing gate, with access to emergency service units via a B-key padlock.

From the information you provided, it is good to understand that Skye Fire Brigade and Carrum Downs Fire Brigade service the area, and the two will most likely access from the two ends of Taylors Road.

We also look forward to any additional comments from Skye Fire Brigade once you have had a chance to discuss this with them.

Thank you again for the response letter from Carrum Downs Fire Brigade, and raising your concerns with us.

Please do contact me on the below details if you have any further queries.

Have a great week.

Regards
[REDACTED]

A4490912



CARRUM DOWNS FIRE BRIGADE

Site Address:

15 WEDGE ROAD
CARRUM DOWNS VIC 3201

Correspondence:

P O BOX 8177
CARRUM DOWNS VIC 3201

EMAIL: [REDACTED]@carrumdownscfa.com.au

TEL: [REDACTED]

FAX: [REDACTED]

[REDACTED]
Engineering Services FCC.
Frankston City Council
P O BOX 490
FRANKSTON VIC 3199



18th June 2021

Our Ref: [REDACTED];dlu

Dear Sir,

RE: PROPOSED CLOSURE OF TAYLOR'S ROAD, SKYE

This letter is on behalf of the Officers and Members of Carrum Downs Fire Brigade.

Carrum Downs Fire Brigade were recently informed that the Council are seriously considering closing off Taylors Road, south of Highview Road, Skye due to complaints from residents. On behalf of the brigade I would like to advise the council of our serious concerns with regards to the repercussions of this decision that will directly affect our brigade, as well as our neighboring brigade – Skye Fire Brigade.

Due to the many roadworks in and around the vicinity of Carrum Downs and Skye traffic is horrendous during peak times. Particularly on the main roads Hall Road, Ballarto Road, McCormicks Road etc. There have been many times when turning out to a fire call that the brigade have had to take alternative routes- such as Taylors Road – so as to ensure we arrive on scene in a satisfactory time frame. Even by limiting the traffic to essential and emergency services will delay emergency response and affect compliance with Service Delivery Standards and affect community safety.

Further to that, given that these roadworks, which are a hindrance for the whole Carrum Downs/Skye community, it appears to be an excessive decision to cater to a small percentage of the community who are only being affected temporarily due to the roadworks.

Please do not hesitate to contact me on [REDACTED] to discuss this letter further.

Kind regards,

[REDACTED]

CAPTAIN

Striving to Exceed Community Expectations

From: [REDACTED]
Sent: Wednesday, 16 June 2021 1:52 PM
To: Frankston City Council
Subject: RE- Taylor's road

Good afternoon,

I have been notified of the proposed closure of Taylor's Road in Carrum Downs, there is already much too much traffic built up on the surrounding roads, especially Hall Road, this will worsen the traffic on these roads. Please seal Taylor's Road as it is used by many locals, not just the residents. I do not travel down this road myself but I see how useful it is during school pick up & drop off hours.

Thank you

Sent from my iPhone

Executive Summary**12.17 Award of Contract CN10576 - Kerbside Hard Waste Collection Service**

Enquiries: (Bruce Howden: Chief Financial Office)

Council Plan

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

Purpose

To obtain Council approval to award Contract CN10576 to WM Waste Management Services Pty Ltd for the provision of Kerbside Hard Waste Collection Service.

Recommendation (Chief Financial Officer)

That Council:

1. Awards contract CN10576 to WM Waste Management Services Pty Ltd for \$3,000,000 GST exclusive for an initial 2 year term with the provision for a further 1 year extension, 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 A and B to this report be retained confidential, 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

- A tender process occurred in July 2021 with two conforming tenders received.
- The recommendation is to award WM Waste Management Services Pty Ltd a 2 year contract with the option of one extension of one year for the Hard Waste Collection.
- WM Waste Management Services Pty Ltd submission included providing the annual blanket collection over a six week period as performed in 2021 to lessen impact on community.

Background

Frankston City Council invited tenders from respondents with an ability to undertake collection of Hard Waste placed out for collection by residents within the Municipal District of the City of Frankston. The scope of works includes the programmed Annual Area-wide collection from eligible premises of Hard Waste, as well as the Program for the At Call Collection. The Scope includes Maximising the recovery of Bundled Green Waste, Recyclable Waste (including as a minimum ferrous and non-ferrous metals), E-waste, and Mattresses, as well as transport, delivery and disposal requirements.

12.17 Award of Contract CN10576 - Kerbside Hard Waste Collection Service**Executive Summary**

In the 2021 Annual Community Satisfaction Survey completed in June 2021, the existing kerbside hard waste service satisfaction rating was 8.21 out of 10, or an “excellent” level of satisfaction. This includes 74.1 per cent who were “very satisfied” (rated satisfaction at eight or more) as can be seen in the table below.

Satisfaction with selected Council services and facilities
Frankston City Council - 2021 Annual Community Satisfaction Survey
(Number and percent of respondents providing a response)

<i>Service/facility</i>	<i>Dissatisfied</i>	<i>Neutral to somewhat satisfied</i>	<i>Very satisfied</i>	<i>Can't say</i>	<i>Total</i>
Local library	0.5%	13.0%	86.5%	1	332
Weekly garbage collection	2.8%	12.5%	84.7%	8	811
Fortnightly recycling collection	2.3%	13.8%	83.9%	11	811
Food and garden waste collection	2.2%	18.1%	79.7%	1	564
Services for children	3.5%	18.8%	77.7%	3	154
Recycling and Recovery Centre	4.8%	19.1%	76.1%	1	318
Sports ovals <i>(including facilities and activities)</i>	2.9%	22.2%	74.9%	4	374
Aquatic and Leisure Centres	3.1%	22.1%	74.8%	3	306
➡ Hard rubbish collection	3.9%	22.0%	74.1%	0	643
Provision and maintenance of parks, gardens, reserves	4.0%	28.3%	67.7%	46	811
Services for seniors	9.4%	24.6%	66.0%	1	133
Animal management	7.3%	27.7%	65.0%	154	811

Tender Process

The request for tender (RFT) was released to market on 17/7/2021 via Council's website and advertised in Herald Sun/Frankston Leader & Saturday Age on 17/7/2021.

The tender closed at 3pm 5/8/2021 AEST.

3 submissions were received.

No late tenders were received.

Tender Evaluation**Mandatory criteria**

All submissions were assessed against the following mandatory criteria, as advertised in the RFT documents:

1 submission did not pass initial checks against the mandatory criteria Evaluation criteria

2 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	35

12.17 Award of Contract CN10576 - Kerbside Hard Waste Collection Service**Executive Summary**

Capacity & Capability	25
Performance on Similar Projects	15
OH&S and Risk Management	10
Environmental and Sustainability	10
Local Content	5
Total	100

Evaluation was guided by the approved Evaluation Plan, which is filed in Council's document management records system, reference **A4463607**.

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 as the value of service was below \$5 million (GST inclusive).

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.

Contract Value

This is a schedule of rates contract

The total contract price is \$3,000,000 GST exclusive.

12.17 Award of Contract CN10576 - Kerbside Hard Waste Collection Service**Executive Summary****Term of the Contract**

The contract term will be 2 years. The contract will include 1 x one year extension option.

Policy Considerations

This procurement does not conflict with any Council policies

None identified

Financial Implications

Evaluation indicates a total contract price of \$3,000,000 GST exclusive.

None identified

Legal/Statutory Implications

The tender process complies with Section 186 of the *Local Government Act 1989*.

None identified

Environmental/Sustainability Impacts

None identified

Buy Local Impacts

None identified

ATTACHMENTS

Attachment A: Evaluation Report - **CONFIDENTIAL**

Attachment B: Signed evaluation scorecard - **CONFIDENTIAL**

Executive Summary**12.18 Award of Contract CN10558 - Park Tree Maintenance - Programmed & Reactive Works**

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 CN10558 to Navkau Trans Pty Ltd for the provision of Park Tree Maintenance – Programmed & Reactive Works.

Recommendation (Director Infrastructure and Operations)

That Council:

1. Awards contract CN10558 – Park Tree Maintenance – Programmed & Reactive to Navkau Trans Pty Ltd; A.C.N 152 631 724 for \$2,223,084.01 GST exclusive for an initial 4 year term with the provision for a further 2 X 2 year 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 A and B to this report be retained confidential, 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

- The aim of this contract is to appoint a suitably qualified and experienced Arboriculture contractor to undertake a routine program of inspection and remediation works for parks trees and the capacity for ad-hoc or reactive tree maintenance tasks in a manner that:
 - Provides a schedule of inspection and identification of risks, defects and proactive maintenance requirements for trees within our parks and reserves;
 - Ensures rectification works are prioritised and promptly rectified according to risk
 - Provides ad-hoc tree works under a schedule of rates; and
 - Implements proactive maintenance to reduce risk and improve the health, form and useful life of trees within parks and reserves.
- This new contract will improve Council's management of risk with trees in its parks and reserves as well as providing improved services to the broader community.

12.18 Award of Contract CN10558 - Park Tree Maintenance - Programmed & Reactive Works**Executive Summary****Background**

Frankston City Council has over 15,000 Park and Reserve trees including species on our significant tree register. Despite the recognition of the importance of trees within our urban landscapes, they remain an undervalued and under resourced asset. Council is seeking contractors to maintain seasonal tree growth variations to ensure the minimum specifications are met at all times throughout the year.

Tender Process

The request for tender (RFT) was released to market on 25 June 2021 via Council's website and advertised in the Age newspaper on 26 June 2021.

The tender closed at 3:00pm, 22 July 2021, AEST.

4 submissions were received.

No late tenders were received.

Tender Evaluation

Evaluation Criteria	Weighting (%)
Financial Cost to Council	30%
Industry Experience	25%
Organisational Resources & 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 A4416090.

The evaluation of submissions is documented in the Evaluation Report, which is provided as Attachment A4515449.

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.

12.18 Award of Contract CN10558 - Park Tree Maintenance - Programmed & Reactive Works**Executive Summary**

Council must engage an external probity advisor when the value of goods or services exceeds \$5 million (GST inclusive), hence an external probity advisor was not appointed for this tender process.

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.

Contract Value

This is a schedule of rates contract.

The total contract price is \$2,223,084.01 GST exclusive for the 4 year initial term including provision for 2 X 2 year extension options (contract value over 8 years total).

Term of the Contract

The contract term is for 4 years. It is anticipated the contract will commence on 27th September 2021. On the 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

Works delivered under this contract are funded from Operations Department 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 Carrum Downs, employs locals and supports local businesses.

12.18 Award of Contract CN10558 - Park Tree Maintenance - Programmed & Reactive Works**Executive Summary**

ATTACHMENTSAttachment A: CN10558 - Evaluation Report - **CONFIDENTIAL**Attachment B: CN10558 - Signed MASTER Evaluation Sheets - **CONFIDENTIAL**

Executive Summary**12.19 Award of Contract CN 10582 - Hall Road Pavement Rehabilitation Works - Seeking Council delegation to Chief Executive Officer to award Tender and enter into Contract**

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 provide an update to Council in regards to the Tender for Contract CN 10582 Hall Road Pavement Rehabilitation Works and seek Council approval to delegate authority to award the tender and enter into a contract to the Chief Executive Officer (CEO) after completion of tender evaluation process.

Recommendation (Director Infrastructure and Operations)

That Council:

1. Notes the update in regards to the Tender for Contract CN 10582 Hall Road Pavement Rehabilitation Works in Carrum Downs;
2. Notes Council has received grant of \$4.25 million from the Australian Government as part of phase 2 Local Roads and Community Infrastructure (LRCI) grant program with the condition that projects needs to be substantially completed by 31 December 2021; and
3. Delegate the authority to the Chief Executive Officer to accept a tender and enter into a contract for the Tender CN 10582 Hall Road Pavement Rehabilitation Works in Carrum Downs, subject to the following conditions:
 - a) The recommended tender sum being within ten percent (10%) of the allocated budget (maximum contract value of \$4.675 million excluding GST)
 - b) Report to be presented to Council at its meeting on 15 November 2021 to note the details of award of tender for the Contract CN 10582 under the delegation. Report to also include details of the tender evaluation process.

Key Points / Issues

- The tender for Contract CN 10582 Hall Road Pavement Rehabilitation Works has been advertised on 30 July and scheduled to be closed on 31 August 2021.
- The scope of works include pavement rehabilitation along Hall Road between Frankston-Dandenong Road and Rowellyn Drive in Carrum Downs. The works includes the following but not limited to:
 - Storm water drainage upgrade;
 - Subgrade improvements;
 - Excavation and disposal of existing pavement
 - Construction of new full depth Asphalt pavement; and
 - Pavement markings

**12.19 Award of Contract CN 10582 - Hall Road Pavement Rehabilitation Works -
Seeking Council delegation to Chief Executive Officer to award Tender and enter
into Contract****Executive Summary**

- The \$4.25 million funding for this project is approved by Australian Government very recently in late June 2021 under the Phase 2 of LRCI grant program.
- The grant condition states the deadline to complete the delivery of the works by 31 December 2021. This leaves a very small window of four months from tender closing to the expected completion date to complete works of such a high profile nature.
- Tender was advertised almost immediately after receiving confirmation of grant approval. Project team has worked extensively over the past few months to refine scope of works prior to the grant approval.
- If Council's standard procedure to award the tender is followed, it is anticipated that tender award report will be presented to Council at its 15 November, 2021 Council meeting.
- Award of tender in November would likely result in actual works commencing around January 2022 post contract signing leaving no time to even commence the works by 31st December 2021 let alone complete by this date.
- To expedite delivery of works on the ground and demonstrate to Australian Government that Council is doing everything in its hand to deliver works by 31 December deadline, it is proposed that the award of tender for CN 10582 Hall Road Pavement Rehabilitation Works in Carrum Downs occurs via delegated authority to the Chief Executive Officer (CEO). This will enable appointment of the preferred contractor by end of September 2021, with actual works commencing around late October 2021.
- Given the broad scope of works and busy road and traffic conditions, it is noted that irrespective of method of award of tender, works are unlikely to be completed in its entirety by 31 December 2021.
- A variation application for time extension will still be required to be made to the funding authority. This variation would have greater chance of being approved if Council can demonstrate it has considered ways to expedite works including delegation to CEO for early award of works.
- A delegated authority is from Council to the CEO to accept a tender and enter into a contract for CN 10582 Hall Road Pavement Rehabilitation Works. This delegation will be subject to the following key considerations.
 - The recommended tender sum being within ten percent (10%) of the allocated FY2021/22 Capital Works Budget of \$4.25 million excluding GST with any budget shortfall to be adjusted as part of midyear budget review process; and
 - Report to be presented to Council at its meeting on 15 November 2021 to note the details of award of tender for the Contract CN 10582 under the delegation. Report to also include details of the tender evaluation process.
- Council has previously approved similar delegation to CEO for award of works as per examples below:

12.19 Award of Contract CN 10582 - Hall Road Pavement Rehabilitation Works - Seeking Council delegation to Chief Executive Officer to award Tender and enter into Contract

Executive Summary

Council Meeting Date	Description	Value Consideration
2018/OM2 – 19 February 2018	Award of Contract 2017/18 - 67 Warrandyte Road Construction (southern section) - Golf Links Road to 440 metres North, Langwarrin South.	\$985,000 excluding GST (award of works within or plus 10% of assigned budget)
2018/OM6 – 14 May 2018	Award of Contract 2017/18-87 Seaford North Soccer Pavilion - Change Rooms Extension	760,000 excluding GST (award of works within or plus 20% of assigned budget)

Background

Council has signed agreement with Australian Government in June 2021 for \$4.25M funding under the Phase 2 of LRCI grant program to deliver the Hall Road Rehabilitation Works.

Out of the total funding amount, a 50% of funding amount has already been received in late June 2021.

The grant imposes a delivery milestone for completion of work by 31 December 2021 and accordingly Council seeks to accelerate the award of the contract to maximise opportunity for completion of minimum of 50% works by 31 December 2021.

The works once completed will facilitates Hall Road for a potential future transfer to Department of Transport.

Tender Process

The request for tender (RFT) was released to market on 30 July 2021 via Council's website and advertised in The Age on Saturday, 31 July 2021. The tender is scheduled to be closed at 3:00 pm, 31 August 2021.

Tender Evaluation

Mandatory criteria

All submissions will be assessed against the following mandatory criteria, as advertised in the RFT documents:

Evaluation criteria

Evaluation Criteria	Weighting (%)
Financial Cost to Council;	30%
Methodology;	25%
Ability to meet the Technical Requirements, capability and OH&S;	20%
Current Commitments and Ability to meet Project Timeframe ;	10%
Performance on Most Similar Projects Experience and Management Systems (References) ; and	10%
Local Content	5%

**12.19 Award of Contract CN 10582 - Hall Road Pavement Rehabilitation Works -
Seeking Council delegation to Chief Executive Officer to award Tender and enter
into Contract****Executive Summary**

The tender evaluation will be guided by the approved Evaluation Plan.

Negotiations

All tender negotiations will be completed once tender are evaluated.

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 preparation or approvals of this report declared a direct or indirect interest requiring disclosure.

Contract Value

This is a fixed price contract.

The total contract price is yet to be determined.

Term of the Contract

The contract term will be around 4 months.

Policy Considerations

This procurement does not conflict with any Council policies

Financial Implications

\$4.25 million funding for this project is approved by Australian Government under the Phase 2 of LRCI grant program.

\$2,122,787 was received by Council in June 2021. There has been nominal expenditure of around \$36,350 to date.

Legal/Statutory Implications

The tender process complies with Section 186 of the *Local Government Act 1989*.

**12.19 Award of Contract CN 10582 - Hall Road Pavement Rehabilitation Works -
Seeking Council delegation to Chief Executive Officer to award Tender and enter
into Contract**

Executive Summary

Environmental/Sustainability Impacts

The proposed pavement rehabilitation works along Hall Road will improve safety for Road Users. These works will also help reduce ongoing maintenance cost for Council.

Buy Local Impacts

Local content is part of evaluation criteria and all tenders will be assessed against this criteria.

ATTACHMENTS

Nil

14.1 2021/NOM7 - Bringing Forward Council's Net Zero Emissions Target

On 17 August 2021 Councillor Harvey gave notice of her intention to move the following motion:

That Council:

1. Notes that Council:

- a) Declared a climate emergency in November 2019 recognising the urgent need to advance and accelerate actions to address climate change and support the restoration of a safe climate;
- b) Has a long and proud history of delivering actions to mitigate greenhouse gas emissions and address climate change focusing on Council and the community actions;
- c) In 2019 adopted a 4-year Towards Zero Emissions Plan (2019-2023) which sets out Council's priorities for reducing emissions in its own operations and supporting our community to transition to a low carbon future;
- d) Since 2008 has committed to a net zero emissions (carbon neutral) target for Council operations by 2025 (reaffirmed in the Towards Zero Emissions Plan);
- e) In 2020 ran a Community Climate Change Survey which showed that of the 610 respondents, 80% are extremely or very concerned about climate change.

2. Recognises that:

- a) Our climate is changing and acting now will help to avert the worst impacts on our economy, our community and the environment;
- b) The long-awaited report from the Intergovernmental Panel on Climate Change (IPCC), the leading global scientific body on climate science, warns of unprecedented increases in climate extremes for Australia as a result of a warming planet, including bushfires, floods and droughts, in addition to rising sea levels;
- c) To avert the worst impacts of climate change we must keep global temperatures to well below 2°C above pre-industrial levels and pursue efforts to limit the temperature increase to 1.5°C;
- d) The Earth's surface has warmed by 1.09°C since pre-industrial times, while average concentrations of all the major long-lived greenhouse gases continue to rise in the atmosphere. Australia's average temperatures have already increased by 1.4°C since 1910;
- e) By 2030 global warming could likely increase to 1.5°C. Limiting human-induced global warming will therefore require deep and sustained cuts in greenhouse gas emissions.

3. Investigates:

- a) Options to bring forward Council's net zero emissions target to FY 2023-24 (or earlier), from the original adopted target of FY 2024-25, in response to the climate emergency and recent findings of the IPCC, and in line with community expectations that Council will continue to demonstrate bold leadership in this important area;
- b) The feasibility, costs and benefits of each option, including how these options will deliver value for money to Council and the community, as well as the ongoing investment required to maintain a net zero emissions target over time;

14.1 2021/NOM7 - Bringing Forward Council's Net Zero Emissions Target

<p>c) Options including:</p> <ul style="list-style-type: none"> - Status quo: Continue reporting on Council's annual emissions including assets where Council pays the utility costs (electricity, gas), plus Peninsula Aquatic Recreation Centre (PARC) and Pines Forest Aquatic Centre (managed by Peninsula Leisure, a subsidiary company owned by Council); - Exclude subsidiaries: Report on assets where Council pays the utility costs but exclude PARC and Pines Forest Aquatic Centre; - Full certification: In addition to the current reporting methodology, include emissions from relevant Council tenanted facilities (where Council does not pay the utility costs) and other sources, to enable Council to claim carbon neutrality under the Australian Government's Climate Active Carbon Neutral Certification program; and <p>4. Receives an update from Council officers on the investigation into each option at a Councillor briefing by no later than December 2021 to inform the development of Council's Climate Change Strategy and climate emergency response.</p>
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COMMENTS BY DIRECTOR INFRASTRUCTURE AND OPERATIONS

Question for Consideration	
1. Has the NoM been discussed with the CEO and/or the relevant Director or Manager?	YES NoM has been drafted by Cr Harvey in collaboration with Council officers.
2. Is the NoM substantially different from any notice of motion or rescission motion that has been considered by Council and lost in the preceding six months?	YES
3. Is the NoM clear and well worded?	YES
4. Is the NoM capable of being implemented?	YES
5. If the NoM is adopted, will a meeting be required with the relevant Director and Manager and Council officers in order to progress its implementation?	NO Progress will be monitored by Council's Environmental Governance Group to oversee development of the Climate Change Strategy and Action Plan and ensure an update is presented to Councillors by December 2021.
6. Is the NoM within the powers of a municipal Council?	YES
7. Is the NoM free from overlap with matters for which the State and/or Federal Government are responsible?	YES

14.1 2021/NOM7 - Bringing Forward Council's Net Zero Emissions Target

Question for Consideration	
8. Is the NoM consistent with all relevant legislation?	YES
9. Is the NoM consistent with existing Council or State policy or position?	YES
10. Is the NoM consistent with Council's adopted strategic plan?	YES
11. Can the NoM be implemented without diversion of existing resources?	YES
12. Can the NoM be implemented without diversion of allocated Council funds?	YES
13. Are funds available in the adopted budget to implement the NoM?	YES Funding for consultancy services and a temporary resource to enable the development of the Climate Change Strategy and Action Plan were approved by Council in the 2021/22 Annual Budget.
14. What is the estimated cost of implementing the NoM?	Year 1: \$262K (as above) Recurring: \$TBD via Strategy development

ATTACHMENTS

Nil

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).

Nil Reports

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Signed by the CEO