



Council Meeting Agenda

2025/CM07

Monday, 12 May 2025



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 (entry via Young Street).** Livestream footage can be viewed via our website, www.frankston.vic.gov.au.

Council meeting dates are posted at Young Street entrance 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 and amended 5 September 2022)

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 Governance Local Law 2020 creates the following offences in relation to behaviour at Council meetings:

- Refusing to leave a meeting when requested to do so by the Chair (following improper or disorderly conduct)
- Failing to comply with a direction of the Chair

Each of these offences carries a penalty of 2 penalty units.

Live Streaming of Council Meetings

Frankston City Council is now Live Streaming its Council Meetings.

Council is 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.

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.

As per Council's Governance Rules 77.2 – the proceedings will be live streamed and recordings of the proceedings will be retained and will be published on Council's website within 24 hours from the end of the meeting.

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. Please note that it is not intended that public speakers will be visible in a live stream of a meeting and care is taken to maintain a person's privacy as an attendee in the gallery, however they may be unintentionally captured in the recording. If public speakers do not wish to be audio recorded they 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.

In the event Council encounters technical issues with the livestreaming, the meeting will be adjourned for up to 30 minutes until the matter is resolved. If the matter cannot be resolved, the meeting will be postponed to another evening.

The Formal Council Meeting Agenda

The Council meeting agenda is available for public inspection immediately after it is prepared, which is normally on the Thursday afternoon two (2) business 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 Council 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. The proceedings will be live streamed and recordings of Council meetings will be made available to members of the public within 24 hours of the meeting.

Members of the public who address the Council will be heard on the live stream and audio of them speaking will be recorded. It is not intended that submitters or members of the public in the gallery will be visible in the live streaming or recording of the meeting. If a submitter does not wish to be recorded they must advise the Chair at the commencement of their public submission or prior to the Council Meeting.

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 12 May 2025 at 7:00 PM.

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.

ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

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.

BUSINESS

1. **APOLOGIES**
2. **COUNCILLOR APPRECIATION AWARDS**
 - 2.1 Presentation to Disability Access and Inclusion Committee
3. **CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

Council Meeting No. CM6 held on 23 April 2025.
4. **DISCLOSURES OF INTEREST AND DECLARATIONS OF CONFLICT OF INTEREST**
5. **PUBLIC QUESTIONS**
6. **HEARING OF SUBMISSIONS**
7. **ITEMS BROUGHT FORWARD**
8. **PRESENTATIONS / AWARDS**
9. **PRESENTATION OF PETITIONS AND JOINT LETTERS**
10. **DELEGATES' REPORTS**
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13. RESPONSE TO NOTICES OF MOTION

Nil

14. NOTICES OF MOTION

Nil

15. REPORTS NOT YET SUBMITTED

Nil

16. URGENT BUSINESS

17. CONFIDENTIAL ITEMS

Nil

Phil Cantillon

CHIEF EXECUTIVE OFFICER

7/05/2025

Executive Summary

11.1 City Futures Progress Report - Quarter 3 January - March 2025

Enquiries: (Tammy Beauchamp: Communities)

Council Plan

Level 1:

Level 2:

6. Progressive and Engaged City

6.2 Enhance strategy, policy and plan development and identify alignment to allow for prioritisation of services that are efficient, well planned, accessible and meet community needs

Purpose

To update Council on the quarterly progress (January to March 2025) of the 2024-2025 City Futures Strategic Works Program

Recommendation (Director Communities)

That Council:

1. Receives the Quarter Three City Futures report from January – March 2025 (excluding Economic Scorecard); and
2. Notes the progress of several key projects this quarter, including:
 - The successful delivery of the 2024–25 Business to Business (B2B) Grant Program, supporting 100 local businesses and generating over \$207,000 in local economic activity;
 - The adoption of the reviewed Community Vision 2040, which will now guide the development of the Council and Wellbeing Plan 2025–29;
 - The delivery of the Summer School Holiday Rangers Program, which engaged families in coastal education and biodiversity conservation across three interactive sessions;
 - The \$50 million Federal Government investment in Nepean Boulevard infrastructure improvements, including intersection upgrades and cycling connections; and
 - The Council adoption and submission to the Minister of Planning of Planning Scheme Amendment C161fran, while will support delivery of infrastructure, contributed to by development contributions, across the Frankston Metropolitan Activity Centre.

Key Points / Issues

- The City Futures Progress Report – Quarter 3, 2024-2025 (Attachment A) provides Council with an overview of the strategic work undertaken to date in the fields of:
 - Policy and Strategy development
 - Advocacy and Partnerships
 - Programs and Events
- Highlights and Achievements for this period include:

11.1 City Futures Progress Report - Quarter 3 January - March 2025**Executive Summary****Economic Development**Business Grants and Local Spend

Council delivered the 2024–25 Business to Business (B2B) Grant Program, awarding 100 grants of \$1,000 from a total of 125 applications. These grants generated a combined local economic spend of \$207,967 within Frankston City.

Business Workshops and Training

Five business development workshops were held with a total of 62 participants attending. These included Council's first Builders and Trades Q&A session, as well as sessions focused on launching and growing businesses, understanding business finances, and incorporating sustainability into operations.

Business Mentoring and Concierge Support

Ten businesses accessed Council's Business Mentoring Program, each receiving tailored support from experienced mentors. Council's Business Concierge responded to 95 enquiries, the majority of which related to food services and beauty businesses operating locally.

Investment Attraction and Shopfront Activation

As part of its Investment Attraction program, Council made outreach contact with 68 potential operators and responded to 45 enquiries. A total of 27 businesses received tailored information to support potential relocation or expansion into the municipality.

Officers also continued activation efforts within FMAC, with business frontage improvement recommendations finalised under the Young Street Action Plan.

Communications and Business Community Engagement

Council welcomed 83 new businesses through a direct email campaign outlining the supports available to them.

The Frankston Business Directory continued to grow, reaching 250 local listings.

Planning also progressed for the 2025 Secondary School Career Insights Program, with Q&A sessions already scheduled across five local secondary schools.

Social Policy and PlanningAffordable Housing Policy Engagement

Community engagement for the Draft Affordable Housing Policy was held from 21 February to 23 March 2025. During this period, the Engage Frankston page received 558 visits and 96 surveys were completed.

Officers also facilitated four community pop-ups, targeted conversations with Council's advisory groups, and an online workshop with the homelessness and community housing sector.

Community Vision and Health Planning

Council adopted the reviewed Community Vision 2040 on 17 February 2025. The revised vision will now guide development of the Council and Wellbeing Plan 2025–29.

11.1 City Futures Progress Report - Quarter 3 January - March 2025**Executive Summary**

In support of this work, a Health and Wellbeing Stakeholder Forum was held on 13 February 2025 in partnership with Mornington Peninsula Shire Council to engage regional service providers in the statutory planning process.

Housing and Homelessness Committees

The Housing Advisory Committee met on 10 February to review and endorse its amended Terms of Reference and updated Work Plan for 2025. These will be presented to Council in April 2025 for formal endorsement.

On 11 March 2025, the Frankston & Mornington Peninsula Zero Executive Group met to discuss next steps for the expanded project. While the project launch has been delayed addressing service coordination needs, significant progress has been made locally. Frankston City is now nearing functional zero homelessness for residents aged over 55.

Environmental Policy and PlanningYouth and Community Environmental Engagement

On 22 January 2025, the Summer School Holiday Rangers Program was delivered at Keast Park, engaging families in coastal education and biodiversity conservation across three interactive sessions.

A separate workshop for private landowners was held in early February to support native revegetation efforts and assist with grant applications.

Seven local gardens were also visited as part of the Gardens for Wildlife Program.

Fauna Connectivity Planning

Council officers received the draft Fauna Connectivity Report for review. To complement this work, a specialist consultant has been engaged to assess findings from a recent Deakin University study that tracked the Powerful Owl across Langwarrin and Frankston South. These findings will further inform the final report.

Foreshore Advisory Committee and Kananook Creek

The Foreshore Advisory Committee met twice and updated its Terms of Reference to incorporate consideration of Kananook Creek management. Committee activities included a review of management responsibilities, stakeholder mapping, and the development of a revised governance approach. Preparations were also made for a public Expression of Interest process to attract new Committee members, launched in March.

Coastal Resilience and Risk Management

Officers progressed Stages 2 and 3 of the Coastal Resilience 2100 project with the receipt of draft reports and new coastal hazard models. These models will underpin Council's risk and vulnerability assessment for the entire foreshore precinct.

Cliff Stability and Notice of Motion 05 (NoM5) Response

A cross-departmental working group continued to assess and monitor the stability of Olivers Hill and Davey's Bay cliffs. Site inspections, geotechnical assessments, and drone monitoring were undertaken this quarter, leading to ongoing public access restrictions and the installation of new safety signage. Officers also held workshops and coordinated correspondence regarding long-term coastal risk and emergency management.

11.1 City Futures Progress Report - Quarter 3 January - March 2025**Executive Summary**Community Environmental Events

Planning continued for the Indigenous Nursery Open Day scheduled for 5 April 2025. The event will feature award-winning landscape designer Phillip Johnson and include a plant giveaway, wildlife and conservation group stalls, and a community sausage sizzle.

Urban DesignNepean Boulevard Advocacy and Design

Design work for the Nepean Boulevard Median Tree Illumination Project was completed and approved by the Department of Transport and Planning. This initiative, supported by the Victorian Government Suburban Revitalisation Program, represents one of several early works aligned with Council's broader Nepean Boulevard vision.

On 16 March 2025, Prime Minister the Hon Anthony Albanese MP announced that the Australian Government will allocate \$50 million in budgeted funding through the Road Blitz program. This investment will support the upgrade of the Overton Road and Nepean Highway intersection, along with improved footpath and cycling connections to the Kananook Creek Trail.

Council is working collaboratively with the Department of Transport and Planning to ensure this funding delivers the best outcomes for Frankston City, including opportunities to progress additional strategic transport and urban infrastructure improvements consistent with the Nepean Boulevard Vision.

Award Submissions and Recognition

Council's Public Toilet Action Plan received the Award of Excellence in the Community Wellbeing and Diversity Category at the 2024 Planning Institute of Australia Victorian State Awards. The project has now advanced to the national PIA Awards in May 2025.

In addition, Council submitted the plan for consideration under the LGPro Awards (Diversity and Inclusion) and the Australian Urban Design Awards. Urban Design also submitted two awards entries for the Frankston Play Strategy and Let's Play Implementation to the Australian Institute of Landscape Architects and Parks and Leisure Australia.

Transport and Open Space Infrastructure Planning

Work continued in partnership with Department of Transport and Planning to develop a strategic transport improvement plan for the FMAC, which will help enable the Nepean Boulevard vision.

Community engagement commenced for the Banyan Reserve Playspace and Pump Track Project, with a pop-up held on 18 March. Targeted community engagement also began for the Monterey Reserve Master Plan Stage One (Youth Space), supported by pop-ups on 25 March at Frankston North Community Centre and on 28 March at the Pines Aquatic Centre.

Strategic PlanningPlanning Scheme Amendments – Progress and Hearings

On 13 January, Council received the Panel Report for Amendment C161fran (FMAC Development Contributions). Council adopted the amendment with changes on 24 March and submitted it to the Minister for Planning for approval.

11.1 City Futures Progress Report - Quarter 3 January - March 2025**Executive Summary**

On 17 March, a Directions Hearing was held for Amendment C148fran (Frankston City Industrial Strategy and Design Guidelines), with a Panel Hearing scheduled for April 2025.

Environmental and Corrections Amendments

At its meeting on 24 March, Council considered eight submissions to Amendment C156fran (Environmental Amendment) and resolved to request the appointment of a Planning Panel. Amendment C165fran (Corrections Amendment) was exhibited from 30 January to 3 March and attracted five submissions. Council will review the amendment and determine the next steps in mid-2025.

Financial Impact

Council's estimated investment in City Futures for 2024/25 is \$5.2M. This includes both statutory work and Council's priorities for the municipality.

Consultation**External Stakeholders**

Community engagement for the Draft Affordable Housing Policy ran from 21 February to 23 March 2025, with 558 visits and 96 surveys completed.

Council adopted the updated Community Vision 2040 on 17 February 2025, which will guide the Council and Wellbeing Plan 2025–29. A Health and Wellbeing Stakeholder Forum was held on 13 February in partnership with Mornington Peninsula Shire Council.

Engagement also started for the Banyan Reserve Playspace and Pump Track Project, along with targeted engagement for the Monterey Reserve Master Plan Stage One (Youth Space).

Other Stakeholders

The City Futures team actively engages with both internal and external stakeholders on a regular basis to ensure their work is well-informed, collaborative, and aligned with community and organisational needs.

Analysis (Environmental / Economic / Social Implications)

Policy and planning work enables the municipality to have a robust platform of policies and strategies to guide future development and wellbeing of Frankston's community, environment, and economy for the benefit of current and future generations

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

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

Gender Impact Assessments

No gender impact assessment was required. This initiative has no impact on our community or the public.

Officer's Declaration of Interests

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

11.1 City Futures Progress Report - Quarter 3 January - March 2025**Executive Summary****Risk Mitigation**

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

Conclusion

This report represents a summary of the quarter three activities for the City Futures Team in relation to Year 4 of the Council Plan.

ATTACHMENTS

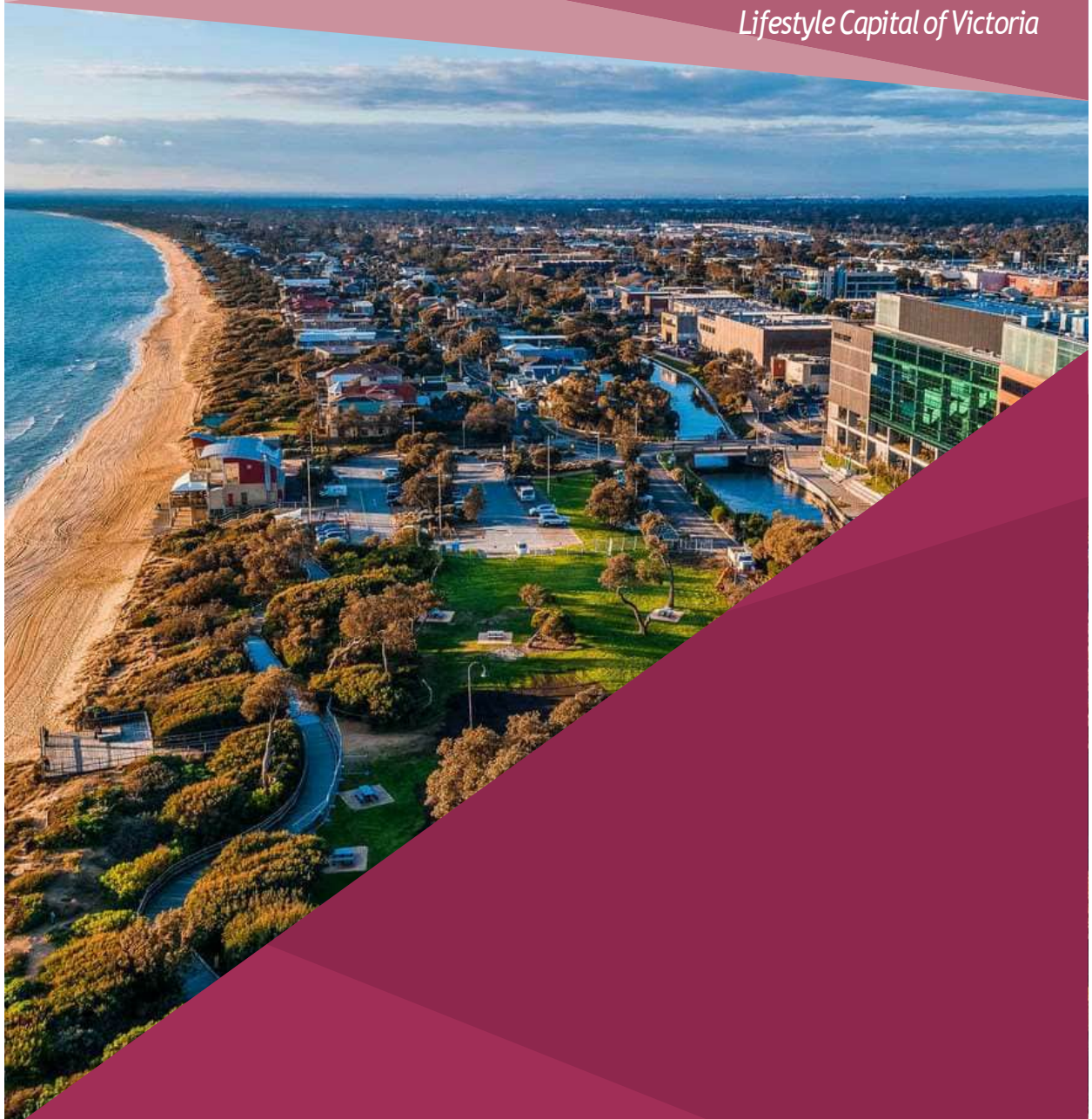
Attachment A:[↓](#) City Futures Quarterly Report Quarter Three 24/25

Frankston City Council City Futures Progress Report

Quarter three 2024/2025



Lifestyle Capital of Victoria



● On track | ● At risk | ● Critical | ● Deferred | ✓ Completed | ⊖ Not proceeding | ⊖ Not started

Introduction

In 2020, the Policy, Planning and Environmental Strategies, now City Futures, department was established bringing together teams in the disciplines of Economic Development, Environmental Planning, Social Policy, Strategic Planning and Urban Design to support the development of Council's integrated policies, strategic plans and research.

'Projects' are identified via the Integrated Planning Framework through Council Plan initiatives, Service Plans, Legislation, other Strategic Plans (see Fig. 1) and are generally delivered in the fields of:

- Policy and Strategy development
- Advocacy and Partnerships
- Programs and Events

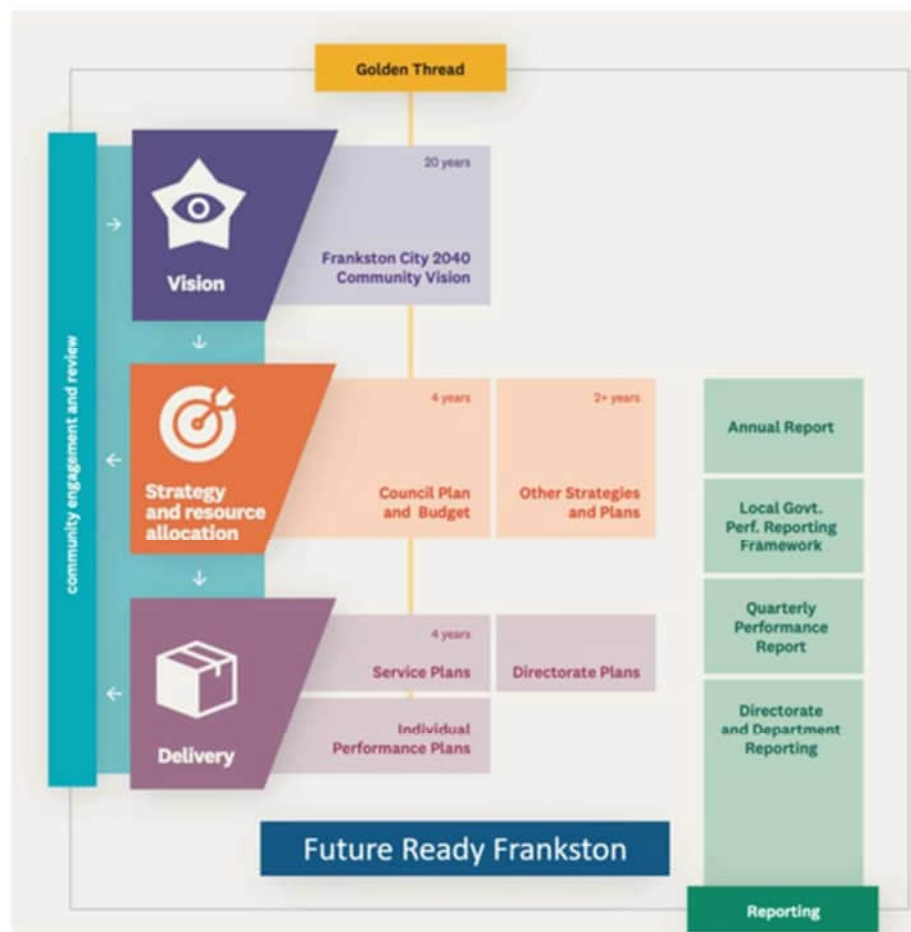


Figure 1) Integrated Planning Framework



An ambitious schedule of work has been planned for 2024/25. Throughout the year this program will require regular review and updating to respond to changes in the environment and community. Updates will be provided to Council quarterly in the form of this progress report.

Highlights achieved during quarter three include:

- The successful delivery of the 2024–25 Business to Business (B2B) Grant Program, supporting 100 local businesses and generating over \$207,000 in local economic activity;
- The adoption of the reviewed Community Vision 2040, which will now guide the development of the Council and Wellbeing Plan 2025 – 29;
- The delivery of the Summer School Holiday Rangers Program, which engaging families in coastal education and biodiversity conservation across three interactive sessions;
- The \$50 million Federal Government investment in Nepean Boulevard infrastructure improvements, including intersection upgrades and cycling connections; and
- The Council adoption and submission to the Minister of Planning of Planning Scheme Amendment C161fran, supporting the delivery of development contributions across the Frankston Metropolitan Activity Centre.

The following reports the progress on the schedule of work during 2024/25 Quarter three.

Project status:

- | | |
|---|--|
| <ul style="list-style-type: none"> ● On track ● At risk ● Critical | <p>Initiative is underway and tracking well against target time frames</p> <p>Initiative is behind by 10% or more, but will meet target time frames</p> <p>Initiative is delayed by 25% or more, or needs attention to meet target time frames</p> |
|---|--|

● On track |
 ● At risk |
 ● Critical |
 ● Deferred |
 ✓ Completed |
 ○ Not proceeding |
 ○ Not started

● Deferred Completion now expected in 2025-2026
✓ Completed Initiative completed
○ Not proceeding Initiative will not be completed
○ Not started Initiative not scheduled to start

Code	Action Name	Q3 Progress Comment	Status
CP-1.3.4	Implement year four actions for Council's Health and Wellbeing Plan	The implementation of the Year Four Action Plan for Council's Health & Wellbeing Plan is progressing well. Highlights included: activities that celebrated cultural diversity during Harmony Week, including a multi-cultural dance event at Frankston Library; community engagement on the Draft Affordable Housing Policy; staff and community events to celebrate International Women's Day; the launch of the Community Connectors program at Frankston Station to provide support and challenges related to mental health and other issues; and the delivery of the Youth Services school holidays program to engage young people in positive activities.	●
CP-2.5.1	Monitor demographic data trends to inform service plans that meet the future needs of the local community	Council's annual subscription to .id online demographic resources was managed, with demographic data used to inform the development of the new Council & Wellbeing Plan and Affordable Housing Policy, along with a range of other council programs and services.	●
CP-2.5.4	Partner with the housing and homelessness sector to support the Frankston City Strategic Housing and Homelessness Alliance Five-Year Strategic Plan	The Strategic Housing & Homelessness Alliance has not yet met for 2025. Council officers have been reviewing the results of the Strategic Alliance's annual reflections survey to determine the most appropriate way forward to ensure that it remains effective and is an efficient use of Council resources. The Strategic Alliance is next due to meet in quarter four.	●

● On track |
 ● At risk |
 ● Critical |
 ● Deferred |
 ✓ Completed |
 ⊘ Not proceeding |
 ⊖ Not started

Code	Action Name	Q3 Progress Comment	Status
CP-3.1.1	Implement year five actions for Council's Urban Forest Action Plan	The Environmental Sustainability community grant applications were opened for Round Two. This program and other initiatives are being provided to focus on encouraging residents to contribute to the city's canopy cover and promote the environmental and health benefits of trees on private land. Street tree planting cards with information on the street tree program, to encourage residents to look after their new street tree and a free tree voucher have been design for the 2025 planting season.	●
CP-3.2.1	Implement year one actions of the Coastal and Marine Management Plan	The Coastal Marine and Management Plan is awaiting ministerial approval. Work has commenced on the Year one actions which focus on growing our understanding of Aboriginal cultural values through engagement with the Bunurong Land Council; continuing work on the management and monitoring of the ecological function of our coastal reserves; water quality improvements; as well as understanding the extent and impact of current and future coastal hazards.	●
CP-3.2.2	Implement year four actions for Council's Biodiversity Action Plan	The draft Fauna connectivity report has been provided for Council officer review. Officers have also engaged a specialist report on the findings from a recent Deakin University project that tracked threatened species of Powerful Owl across Langwarrin and Frankston South. This information will also inform the Fauna Connectivity report. Quotes are being sought for track improvement works at Lower Sweetwater Creek. The Environmental Significance Overlay mapping review was sent to the Department of Transport and Planning.	●

● On track |
 ● At risk |
 ● Critical |
 ● Deferred |
 ✓ Completed |
 ⊘ Not proceeding |
 ⊖ Not started

Code	Action Name	Q3 Progress Comment	Status
CP-3.2.5	Review and update priority master plans for Open Space	Officers completed due diligence activities to assist with the open space planning of a new district level open space for Skye. Options for a new Langwarrin district level playspace were presented to key internal stakeholders. Site plan was developed for Banyan Reserve Play and Pump Upgrade in Carrum Downs.	●
CP-3.3.2	Ensure Environmentally Sustainable Design (ESD) principles are achieved for new developments, buildings, public realm and places	All new developments requiring a planning permit are assessed to ensure Environmentally Sustainable Design (ESD) requirements are considered including energy, water, stormwater, indoor environmental quality, waste, transport, urban ecology, management and innovation. In quarter three, Council received and assessed 62 ESD development applications with an increase of 18% compared to 2024. Council is a member of the Council Alliance for a Sustainable Built Environment (CASBE) committed to positive change to Victoria's built environment through collaborative, local government led action. Officers attended six CASBE network meetings to ensure Council is up to date with the most current ESD knowledge and aligned with other Victorian Councils. In quarter three, State Government announced the introduction of deemed to comply standards for Low Rise residential dwellings with new provisions for Clause 55 and officers have been working with CASBE to understand the impacts on ESD outcomes.	●
CP-3.5.1	Support Frankston Environmental Friends Network	Council continues to support the Environmental Friends Groups in the organising of their monthly meetings. The Environmental Friends Volunteer Manual is complete and awaiting publication. A stakeholder group has been formed to collaborate in the development of a new resident welcome pack.	●

● On track |
 ● At risk |
 ● Critical |
 ● Deferred |
 ✓ Completed |
 ⊖ Not proceeding |
 ⊖ Not started

Code	Action Name	Q3 Progress Comment	Status
CP-3.5.2	Deliver annual environmental programs, such as National Community and School's tree Day and Gardens for Wildlife, to promote behavioural change and positive environmental outcomes	Gardens for Wildlife program visited 7 residents since the new year. The Summer School Holiday Rangers program was held on January 22nd, three sessions were held at Keast Park Seaford Beach to learn about our native flora and fauna, the value of biodiversity conservation, how to help care for our coastal dunes and keep our beaches clean. Preparations are being made for the Indigenous Nursery open Day to be held April 5th.	●
CP-4.1.1	Deliver revitalisation activities in the Frankston City Centre	A major revitalisation project for this year is the Nepean Boulevard, for which early works greening (planting) and gateway signs were completed in two entry locations to the north and south of the corridor. The Early Works tree illumination project between Davey Street and Beach Street also progressed with detailed design and approvals complete and construction procurement underway. Works were completed for shared path improvements to the Monash Greenlink that better connects the Health and Education Precinct to the Frankston City Centre. Metro Trains Melbourne (MTM) approvals are still being sought to complete the path lighting upgrades.	●
CP-4.1.2	Deliver year one actions of the Frankston Housing Strategy	The Victorian Government has made a raft of changes to planning in Victoria and is continuing to do so, which is anticipated to extend into quarter four. These changes once finalised are anticipated to provide more clarity as to how not only Frankston City, but all Local Governments will approach the development of Housing Strategies. Given this, the Housing Strategy is still on hold.	●
CP-4.1.3	Deliver year one actions of the Frankston Metropolitan Activity Centre (FMAC) Structure Plan	Currently waiting for the Minister for Planning to Gazette Planning Scheme Amendment C160fran.	●
CP-4.1.5	Develop a landscape guide for developers	The Landscape Guidelines were completed and endorsed by Council at the September 9th meeting. The guidelines are available on Council's Website.	✓

● On track |
 ● At risk |
 ● Critical |
 ● Deferred |
 ✓ Completed |
 ⊖ Not proceeding |
 ⊖ Not started

Code	Action Name	Q3 Progress Comment	Status
CP-4.3.1	Deliver the Open Space Strategy through a priority program of development and renewals for open space and play spaces	Implementation of the Local Park Action Plan and Frankston Play Strategy deliver priority upgrades for open space and play spaces across Frankston. In quarter three, construction was completed at Lucerne Reserve-Karingal and Adib Reserve-Frankston North. Tenders were awarded for Brunel Reserve-Seaford, and construction underway at Heysen Reserve-Skye and Sandfield Reserve-Carrum Downs. Design of playspace and park upgrades progressed for Lloyd Park/Pindara Reserve - Langwarrin, Banyan Reserve-Carrum Downs, Ferndale Reserve-Frankston, Heritage Reserve-Skye, Lipton Reserve-Frankston, Rotary Park-Carrum Downs and Alicudi Reserve - Frankston South. Due diligence activities commenced for Burgess Reserve - Langwarrin, Cavill Reserve - Langwarrin and Myrtle Reserve - Langwarrin. Community Engagement on concept designs was undertaken for Monterey Reserve-Frankston North and Banyan Reserve-Carrum Downs.	●
CP-4.3.3	Implement year one actions of the Public Toilet Action Plan	In quarter three, the Frankston Public Toilet Action Plan, having been awarded the Planning Institute Australia Victorian State Award for Community Wellbeing and Diversity, advanced to the National Awards which will be announced in May 2025. Implementation of the Public Toilet Action Plan also progressed with concept design progressing for the Seaford Foreshore toilet upgrades at Seaford Road and Armstrongs Road. The Baxter Park bluestone public toilet, identified as surplus, was decommissioned. Construction contract was awarded and commenced for the new public toilet at Sandfield Reserve. A new gender inclusive public toilet signage style guide was also developed.	●

● On track | ● At risk | ● Critical | ● Deferred | ✓ Completed | ⊘ Not proceeding | ⊖ Not started

Code	Action Name	Q3 Progress Comment	Status
CP-5.1.2	Review empty shops in the FMAC and the strategies to encourage occupancy	Economic Development officers continue to support the activation of empty shops in the FMAC area, including continued support of the delivery of the Young Street Action Plan Action 1.2 Council to fund improvements of business frontages along Young Street. Recommendations have been developed for Council funded shop frontage improvements.	●
CP-5.2.1	Promote Invest Frankston and precinct opportunities	Council's Investment Attraction program made outreach cold approaches to 74 unique potential business operators and responded to 56 unique inquiries and referrals in quarter three. 27 businesses were provided with research, solutions and investment opportunities for consideration that matched their unique needs.	●
CP-5.2.3	Maintain and promote Council's business concierge service	Council's Business Concierge program provides assistance to aspiring, new and existing business operators to navigate through Council processes. The Business Concierge program responded to 95 requests in quarter three. The majority of requests were related to Food Services and Beauty businesses and most requests were from businesses located in Frankston.	●
CP-5.2.4	Foster and maintain relationships that support businesses, providing excellent customer service and building Frankston City's reputation as a place to do business	Council's 2024-25 Business to Business (B2B) Grants were completed in quarter three with \$1,000 grants provided to 100 local businesses, and \$207,967 in total being spent locally. A 'Welcome' to Frankston City email was sent to 83 newly registered businesses, outlining the various Council supports on offer to them. Council's Local Business Directory popularity further increased with 250 directory listings by the end of quarter three.	●
CP-5.4.1	Implement the Sustainable Economy and Skilled Community Strategy	A Strategy Action Plan addresses each of the three Priority Areas of the Strategy: Supporting local business; Investment attraction and economic activation of places; and Council as an enabler. Officers continue to implement this through the provision of range of services and supports for both existing and potential Frankston City business operators.	●

● On track |
 ● At risk |
 ● Critical |
 ● Deferred |
 ✓ Completed |
 ⊘ Not proceeding |
 ⊘ Not started

Code	Action Name	Q3 Progress Comment	Status
CP-5.4.2	Deliver year one of the Frankston Industrial Strategy	The Directions Hearing for Planning Scheme Amendment C148fran was held during quarter three and the Planning Panel Hearing scheduled for quarter four. It is anticipated that a report for Council to consider the recommendations of the Planning Panel will occur in quarter one of 2025/26.	●
CP-5.4.4	Further develop the partnership with Frankston Social Enterprise Hub	Regular meetings with the Frankston Social Enterprise Hub (FSEH) have continued throughout the year including discussions regarding the hosting of workshops/training at the FSEH and having a representative from the FSEH speak at other workshops to promote the FSEH co-working space and social enterprises in general.	●
CP-5.5.1	Develop the 'Nepean Boulevard' vision and implementation of Master plan	At the 20 January 2025 Council Meeting 2025/CM2, the Nepean Boulevard was confirmed as one of four advocacy priorities for the upcoming Federal election. At the 29 January 2025 Council Meeting, a more detailed report on this Advocacy Priority was presented. This detailed report highlighted six (6) Key Signature Projects, totalling \$20 million, which comprise this advocacy priority. Since adopting this position, Prime Minister the Hon Anthony Albanese MP announced on Sunday 16 March 2025, the Australian Government has allocated \$50 million of budgeted funding through the Road Blitz program towards the upgrade of the Overton Road and Nepean Highway intersection and improved footpath and cycling connectivity to the Kananook Creek Trail. Council is seeking to work collaboratively with the Department to ensure the best possible outcomes for Frankston City including consideration to other strategic transport and urban infrastructure improvements aligned with the Nepean Boulevard Vision.	●

● On track |
 ● At risk |
 ● Critical |
 ● Deferred |
 ✓ Completed |
 ⊖ Not proceeding |
 ⊖ Not started

Code	Action Name	Q3 Progress Comment	Status
CP-5.5.4	Deliver the Frankston Local Shopping Strip Action Plan through a priority program of development and renewals	Local Shopping Strip Action Plan implementation continued in quarter three with concept designs progressing for Mahogany Avenue Shops in Frankston North and Railway Parade Shops in Seaford. Scoping also commenced for minor improvements to occur through the 2025/26 program.	●
CP-6.2.9	Community engagement - Affordable Housing Strategy	Council's Draft Affordable Housing Policy was released for community engagement from 21 February to 23 March. 91 surveys were completed with engagement activities including an online survey, four community pop ups, online workshop with the homelessness and community housing sector, targeted focus groups and email invitations.	●

Policy and Safety Information	2024/25 Progress Comment	Status
Review the Health & Wellbeing Policy	This action has been deferred to Q4.	●
Natural Reserve Management Plans	Parks and Vegetation and Environmental policy and planning team continue to collaborate with the consultant in the development of the Native Reserves Managment Framework. Due to staff movement the timeframe has been delayed but expect to get back on track.	●
ESO Mapping - Planning scheme amendment	Mapping review and strategic justification analysis is complete. ESO mapping review has been sent to Department of Transport and Planning. A memo is being prepared	●
Frankston City Coastal Resilience 2100	The internal Project Working Group received draft reports for Stages 2 and 3 of the Coastal Resilience 2100 project informed by the community engagement undertaken late 2024. The coastal hazard extent models will now underpin risk and vulnerability assessment for the entire foreshore.	●

● On track |
 ● At risk |
 ● Critical |
 ● Deferred |
 ✓ Completed |
 ⊖ Not proceeding |
 ⊖ Not started

Policy and Safety Information	2024/25 Progress Comment	Status
Planning Scheme Amendments	Planning Scheme Amendment C160fran was submitted to the Minister for Planning on 18 September 2024 for consideration and approval. Gazettal is anticipated to occur in Quarter 4.	●
Environmental Volunteers Manual Review	Environmental Volunteers Manual is complete and awaiting printing in Q4.	●
Elevating ESD Targets Planning Scheme Amendment Research Project	<p>All new developments requiring a planning permit are assessed to ensure ESD requirements are considered including energy, water, stormwater, indoor environmental quality, waste, transport, urban ecology, management and innovation. Over 17 months from endorsement of the Climate Change Strategy, Council received and assessed 387 ESD development applications.</p> <p>Council continues as a member of the Council Alliance for a Sustainable Built Environment (CASBE) committed to positive change to Victoria's built environment through collaborative, local government led action. CASBE is working towards Elevating ESD Targets Project Stage 2 in the pursuit of zero-carbon buildings and urban places.</p>	●

Programs & Events	2024/25 Progress Comment	Status
Deliver Economic Development Workshops and Events	Five business workshops were delivered to 62 participants this quarter to support business operators. This included delivery of Council's first Builders and Trades Q&A Session as well as 'Launch or Grow your Small Business', 'Understanding your Numbers - Builders & Trades Business', 'Turn Your Trash into Cash', and 'Understanding your Numbers - Home based & Startups' workshops.	●

● On track |
● At risk |
● Critical |
● Deferred |
✓ Completed |
⊘ Not proceeding |
⊘ Not started

Programs & Events	2024/25 Progress Comment	Status
Deliver tree planting incentives and education to private residents	<p>The Environmental Sustainability community grant applications were opened for Round Two. This program and other initiatives are being provided to focus on encouraging residents to contribute to the city's canopy cover and promote the environmental and health benefits of trees on private land. Street tree planting cards with information on the street tree program, to encourage residents to look after their new street tree and a free tree voucher have been design for the 2025 planting season. National Tree and School Tree day events are being prepared.</p>	<div>●</div>

Executive Summary**12.1 Governance Matters Report for 12 May 2025**

Enquiries: (Brianna Alcock: Corporate and Commercial Services)

Council Plan

Level 1:

Level 2:

6. Progressive and Engaged City

6.5 Support transparent and evidenced based decision making through sharing council data and clear reporting on our measures of success to the community

Purpose

To seek endorsement from Council on the recent Governance matters including status of resolutions.

Recommendation (Director Corporate and Commercial Services)

That Council:

Council Resolution Status Update

1. Receives the Council Resolution Status update, including:
 - i. Notice of Motion Cost Summary and Notice of Motion Report for 12 May 2025;
 - ii. Notes there are no Notice of Motion action reported as complete by officers;
 - iii. Notes there are three (3) reports delayed in the presentation to Council:
 - Councillor Interactions with Developers Policy, delayed to a Council meeting in June 2025
 - Response to 2025/NOM05 – Managing Olivers Hill Landslip, delayed to 21 July 2025
 - Major Development Application Process, delayed to 11 August 2025
 - iv. Notes since the Council Meeting, held on 23 April 2025, one (1) resolution action has been completed;

Councillor Briefings Record

2. Receives the record of Councillor Briefing meetings held since the date of last Council Meeting held on 23 April 2025, as listed in the body of the report;

Councillor Professional Development Training – Australian Institute of Company Directors Course

3.
 - a. Endorses Cr Michael O'Reilly, Cr Nathan Butler and Cr Steffie Conroy to undertake the Australian Institute of Company Directors' (AICD) Course, commencing in 2024-2025 financial year;
 - b. Notes the Training and Development budget allocation for each Councillor is \$3,000 (ex GST) per financial year;
 - c. Notes the cost of the AICD Course will be funded via each of the Councillor's respective Training and Development budget allocation over the following financial years:
 - Cr Nathan Butler: 2024/25, 2025/26 and 2026/27 (face-to-face option: \$8454.55 ex GST);
 - Cr Michael O'Reilly: 2024/25 and 2025/26 (self-paced option: \$5090.91 ex GST)

12.1 Governance Matters Report for 12 May 2025**Executive Summary**

- Cr Steffie Conroy: 2024/25 and 2025/26 (self-paced option: \$5090.91 ex GST)
- d. Notes Cr Emily Green was previously endorsed, at its 23 April 2025 Council Meeting, to attend the AICD Self-paced Course, at a cost over 2024/25 and 2025/26 financial years;
- e. Endorses Cr Emily Green to undertake the face-to-face course option (\$8454.44.55 ex GST) rather than the self-paced option, using funding over 2024/25, 2025/26 and 2026/27 financial years;

VEC Election Report for 2024 Local Government Elections

4. Notes, under Section 261(1) Local Government Act 2020, and Regulation 83, the CEO must submit the Election Report for the 2024 Local Government elections to Council after it has been received by the CEO;
5. Receives the Victorian Electoral Commission's Election Report (dated April 2025) on the conduct of the 2024 Frankston City Council general elections, and the election results;

2025/NOM07 – Vale Dr Shunji Ohashi

6. Notes, at its 24 March 2025 Council Meeting, it was resolved to prepare a Letter Under Seal, in recognition of the support for the Sister City relationship between Frankston and Susono by Dr Ohashi;
7. Further to the resolution made, Council authorises the common seal to be affixed to the Letter Under Seal to the family of former Mayor of Susono, Dr Shuni Ohashi;

Adoption of Complaints Policy

8. Notes it endorsed the revised Complaints Policy for community engagement on Council's engage platform for 30 days and providing to the Victorian Ombudsman for feedback at its meeting on 17 February 2025;
9. Notes the revised Complaints Policy was advertised from 28 March until 30 April 2025, no feedback was received during this time, and an engagement summary has been published on Engage Frankston;
10. Notes the revised Complaints Policy was provided to the Victorian Ombudsman office, as a measure of good governance, who will conduct a review and provide feedback in writing in due course, with any recommended changes to be considered and made as administrative updates if required, or reported to Council if these are substantial;
11. Adopts the revised Complaints Policy and publishes it on Council's website;

Memorial Seat at Seaford North Reserve

12. Notes the recent passing of a local schoolgirl, who tragically passed away, acknowledges the heart-warming support from the local community and Seaford United Soccer Club, who adored and will be deeply missed, and writes to the family and the Club with its condolences;
13. Notes the valued contribution of Sonya Kilkenny MP, who reached out to Council on behalf of the family, Seaford United Soccer Club and the Seaford community requesting a memorial seat at Seaford North Reserve;
14. Notes according to Council's Public Commemorative Tributes and Memorials Policy high-profile public memorials require its endorsement and approval;

12.1 Governance Matters Report for 12 May 2025**Executive Summary**

15. Notes the cost of the bench seat, plaque and installation will be provided by Council within its existing budgets;
16. Approves for the memorial seat and plaque to be placed at Seaford North Reserve, along the northern boundary facing the soccer goals;

Ballam Park Homestead Working Group

17. a. Notes the Frankston Historical Society, currently located at Ballam Park Homestead, plays an important role in preserving and promoting the municipality's rich heritage;
- b. Notes that, while the Historical Society is located at the Ballam Park Homestead, it continues to maintain the property and offers guided tours, led by volunteers in period attire, showcasing a museum, blacksmith's shop and buggy shed;
- c. Notes Ballam Park Homestead is currently undertaking strategic and succession planning to ensure the future sustainability of both the Society and the operations of Ballam Park Homestead;
- d. Notes the Frankston Historical Society reached out to Council, seeking its support as part of its strategic and succession planning efforts;
- e. Approves the establishment of a working group to support the Frankston Historical Society Committee in planning future governance and operational arrangements for the Ballam Park Homestead, and that the Mayor is nominated as the Councillor representative on the working group;
- f. Notes the Terms of Reference that will guide the work of the Working Group; and
- g. Notes that, once the governance and operational arrangements for the Ballam Park Homestead are in place, the working group will cease, which will be reported to Council at this time.

Key Points / Issues

- In accordance with the Local Government Act 2020, Council's Governance Rules, Policies and Council resolutions, the agenda for each Council Meeting is required to list certain governance and/or administrative matters in addition to other specified items.
- Keeping in mind best practice, good governance principles and transparent reporting it was deemed appropriate to consolidate governance and/or administrative type reports into one standing report to provide a single reporting mechanism for a range of statutory compliance and/or governance matters. This will ensure sharing council data and clear reporting for the community.
- The Governance matters report may include, but is not limited to, the Council resolution Status, Instruments of Appointment & Authorisation, Instruments of Delegations, Audit and Risk Committee matters, Advisory committee matters, and other governance related matters.

12.1 Governance Matters Report for 12 May 2025**Executive Summary****Governance Matters reported for this meeting**

The matters covered under the Governance Report for this meeting are:

- Council Resolution Status Update
- Council Briefings Record
- Councillor Professional Development Training – Australian Institute of Company Directors Course
- VEC Election Report for 2024 Local Government Elections
- 2025/NOM07 – Vale Dr Shunji Ohashi
- Adoption of Complaints Policy
- Memorial Seat at Seaford North Reserve
- 2025/NOM07 – Vale Dr Shunji Ohashi
- Ballam Park Homestead Working Group

Council Resolution Status Update

- 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)”

- In line with the above resolutions, the following reports are attached for 23 April 2025:
 - Notice of Motion Cost Summary (**Attachment A**)
 - Notice of Motion Report (**Attachment B**)
- There are no Notice of Motion actions that are reported as complete by officers:
- Due to various factors, it is sometimes not possible for reports to be brought back before Council in accordance with the time frames resolved. The following report has been delayed in its presentation to Council:
 - Councillor Interactions with Developers Policy

At its meeting on 12 August 2024 Council resolved that:

6. a) Notes at least four different Victorian councils have policies which establish processes for publicly reporting Councillor interaction with developers;

b) Notes a draft policy regarding Councillor interactions with developers will be presented to Council to be endorsed for public consultation at its meeting in February 2025;

12.1 Governance Matters Report for 12 May 2025**Executive Summary**

At its meeting on 17 February 2025 Council resolved that:

15. Notes an update on Victorian Government's implementation of Operation Sardon recommendations was provided at its meeting on 29 January 2025 advising of commencing work on the Model Governance Rules and a Model Public Transparency Policy, and the Victorian Government have provided a further update on the lobbying reforms with the Department of Premier and Cabinet launching public consultation via the Engage Victoria website on potential reforms to Victoria's lobbying regulation;

16. Notes the lobbying reform aims to improve transparency, support public confidence in government decisions and keep administrative burden to a minimum, which may inform Council's requirements for a Councillor interaction with Developers Policy;

The development of the Policy has been delayed due to a substantial increase (52%) in statutory Freedom of Information requests in recent months which required significant resources to complete within statutory timeframes.

The outcome of the Victorian Government's lobbying reforms is awaited and may inform requirements for Council's Councillor Interactions with Developers Policy. The Councillor Interactions with Developers Policy will be presented to Council at a meeting in June 2025.

- Response to 2025/NOM05 – Managing Olivers Hill Landslip

Meetings between Councillors and DECCA Officers are scheduled to occur in May 2025. To allow time for the report to incorporate updates from these meetings and a Local Government Roundtable the report will be presented to Council at its 21 July 2025 Council Meeting.

- Major Development Application Process

Additional time is required in order to refine and improve Council's Major Development Application Process and Councillors to be briefed on the proposed options prior to being presented to Council. The report is delayed until the 11 August Council Meeting.

- Since the Council Meeting 2025/CM06 on 23 April 2025, the following resolution action has been reported as 'complete'. A detailed report has been provided at **Attachment C**:
 - Hot Topics

Councillor Briefings Record

- At its meeting on 11 September 2023, Council resolved that:
 - "4. Resolves to provide with effect from the October Council Meeting, the record of Councillor Briefings containing the following details through the Governance Matters Report:*
 - *List of the topics discussed at councillors briefings held since the date of last council meeting;*
 - *Records of the Councillors attendance at that briefing; and*
 - *Conflict of Interest disclosures, if any."*

The briefings listed below have occurred since the 23 April 2025 Council Meeting:

12.1 Governance Matters Report for 12 May 2025**Executive Summary**

Briefing Date and Topics	Councillors in Attendance	Disclosures of Interest
28 April 2025 <ul style="list-style-type: none"> Councillors as an employer (discussing the employment of the CEO and responsibility of the Councillors) Flood Mapping Revised Revenue and Rating Plan 	Mayor, Cr Kris Bolam Deputy Mayor, Cr Steffie Conroy Cr David Asker Cr Sue Baker Cr Nathan Butler Cr Emily Green Cr Brad Hill Cr Cherie Wanat	Nil
5 May 2025 <ul style="list-style-type: none"> Councillor Only Session Agenda Review 	Mayor, Cr Kris Bolam Deputy Mayor, Cr Steffie Conroy Cr David Asker Cr Sue Baker Cr Nathan Butler Cr Emily Green Cr Brad Hill Cr Cherie Wanat	Nil
7 May 2025 <ul style="list-style-type: none"> Federal Advocacy Debrief Council Expenses Policy Herbicide discussion Advanced Waste Processing Update and introduction of Circularity Roadmap 	Mayor, Cr Kris Bolam Deputy Mayor, Cr Steffie Conroy Cr David Asker Cr Sue Baker Cr Nathan Butler Cr Emily Green Cr Brad Hill Cr Cherie Wanat	Nil

Councillor Professional Development Training – Australian Institute of Company Directors Course

- In accordance with the Councillor Training and Development Policy, section 5.1.10:
Use of the Professional Development Allocation (PDA) is subject to the following conditions:
 - An application for a Councillor to spend more than the annual PDA allocation (currently \$3000) in any single year, must be approved by a resolution of Council after consideration of a written submission from the Councillor requesting approval of the additional expenditure.
 - All providers used must be approved, accredited and registered with an appropriate body or association
- The Australian Institute of Company Directors (AICD) Course enhances the ability of Councillors (and senior Local Government officers) to contribute at a higher level.
- Key learning objectives of the Company Directors course include:
 - Governance and the practice of directorship
 - The legal environment
 - Risk and strategy
 - Financial literacy and performance
 - Achieving board effectiveness

12.1 Governance Matters Report for 12 May 2025**Executive Summary**

- There are three methods available to undertake the course: face-to-face, online and self-paced. Councillors O'Reilly and Conroy have elected to undertake the self-paced course, Councillor Butler has elected to undertake the course face-to-face.

VEC Election Report for 2024 Local Government Elections

- Under Section 261(1) of the *Local Government Act 2020* and Regulation 83, the CEO must submit the Election Report for the 2024 Local Government elections to Council after it has been received by the CEO.
- Having received the Victorian Electoral Commission's Election Report, dated April 2025 (**Attachment D**), on the conduct of the 2024 Frankston City Council general elections and the election results, the CEO is now submitting the report to Council for its information.

2025/NOM07 – Vale Dr Shunji Ohashi

- At its 24 March 2025 Council Meeting, Council resolved that:
 - 6. a) *In recognition of Dr Ohashi's persistent support for the Sister City relationship between Frankston and Susono, and his long tenure as the Mayor of Susono, Council is to formally provide a framed letter-under-seal (written in Japanese) to Dr. Ohashi's family; and b) Provides a copy of the letter-under-seal to the Susono City Council, the Susono Overseas Friendship Association and the Frankston Susono Friendship Association (an English version).*
- As per the requirements under the Governance Local Law Council, Council must authorise the common seal to be affixed to the Letter Under Seal to the family of former Mayor of Susono, Dr Shunji Ohashi. It is recommended that Council authorise this at its meeting.

Complaints Policy

- At its 17 February 2025 Council Meeting, Council resolved that:
 - 10. *Endorses the revised Complaints Policy for community engagement on Council's engage platform 'Policies page' for a period of 30 days, and provides to the Victorian Ombudsman for feedback;*
 - 11. *Adopts the Complaints Policy, if there are no objections as a result of the community engagement, or otherwise provides a report back to Council at its meeting no later than April 2025;*
- The revised Complaints Policy was advertised from 28 March until 30 April 2025, no feedback was received during this time, and an engagement summary will be published on Engage Frankston on Council's website.
- The revised Complaints Policy was provided to the Victorian Ombudsman office, who will conduct a review and provide feedback in writing in due course. Given the uncertain timing of this review, any recommended changes will be considered and made as administrative updates. If these are substantial changes these will be reported to Council.
- As there were no objections during the engagement period, it is recommended that Council adopts the revised Complaints Policy (**Attachment E**) and publishes it on Council's website.

Memorial seat at Seaford North Reserve

- Sonya Kilkenny MP, reached out to Council on behalf of a family, Seaford United Soccer Club and the Seaford community requesting a memorial seat at Seaford North Reserve for a schoolgirl who tragically passed away.

12.1 Governance Matters Report for 12 May 2025**Executive Summary**

- Council's Public Commemorative Tributes and Memorials Policy requires that high-profile public memorials are endorsed and approved by Council. Note, Seaford North Reserve is on Council owned land and does not require DEECA approval.
- It is recommended that Council acknowledges the heart-warming support from the local community and Seaford United Soccer Club who adored and will be deeply missed and writes to the family and the Club with its condolences; and approves the memorial seat and plaque at Seaford North Reserve.
- The cost of the bench seat, plaque and installation will be provided by Council within existing budgets.

Ballam Park Homestead Working Group

- The Frankston Historical Society (the Society), based at Ballam Park Homestead, plays an important role in preserving and promoting the municipality's rich heritage.
- Established in 1961, the Society's initial mission was to save the 1855-built homestead from demolition. Today, it continues to maintain the property, offering guided tours led by volunteers in period attire, and showcasing a museum, blacksmith's shop, and buggy shed.
- The homestead, surrounded by heritage-listed gardens, serves as a tangible link to Frankston's past, providing educational and cultural experiences for visitors and the community alike.
- The Frankston Historical Society is currently undertaking strategic and succession planning to ensure the future sustainability of both the Society and the operations of Ballam Park Homestead.
- To assist with this important work, the Society has approached Council for support. It is therefore proposed that a collaborative Working Group be established, comprising key Council Officers, members of the Frankston Historical Society Committee, and the Mayor or their delegate (see attached Terms of Reference for the proposed Working Group – **Attachment F**).

Financial Impact**Councillor Professional Development Training**

There are costs associated with the councillor attendance to the AICD Course but may be accommodated within existing budgets.

The cost of the Company Directors course:

Councillor	Method	Course Cost
Cr Nathan Butler	Face-to-face	Member – \$8454.55 ex GST
Cr Michael O'Reilly	Self-paced	Member – \$5090.91 ex GST
Cr Steffie Conroy	Self-paced	Member – \$5090.91 ex GST
Cr Emily Green	Face-to-face	Member – \$8454.55 ex GST

Councillors have a Professional Development budget Allocation (PDA) of \$3,000 per financial year. To undertake the AICD Course, Councillors will be required to use up to three years of their PDA: 2024/25 FY, 2025/26 FY and 2026/27 FY.

Memorial seat and plaque at Seaford North Reserve

The cost of the memorial seat, plaque and installation of these will be undertaken by Council within existing budgets.

12.1 Governance Matters Report for 12 May 2025**Executive Summary****Consultation****1. External Stakeholders**Complaints Policy

The revised Complaints Policy was advertised on Engage Frankston from 28 March until 30 April 2025, no feedback was received during this time.

The revised Complaints Policy was provided to the Victorian Ombudsman office who will conduct a review and provide feedback in writing in due course.

Memorial seat and plaque at Seaford North reserve

Officers have consulted with Sonia Kilkenny MP, Seaford United Soccer Club and the family on the requirements for the memorial seat and plaque.

2. Other Stakeholders

Nil

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

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

Legal

Nil.

Policy Impacts

The Public Commemorative Tributes and Memorial Policy has been considered for the memorial seat and plaque at Seaford North Reserve.

Officer's Declaration of Interests

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

Risk Mitigation

There are no risks identified with this report.

Conclusion

The purpose of this report is to brief, update and seek Council's endorsement on various governance matters listed above.

It is recommended that Council endorses the governance matters raised in this report.

12.1 Governance Matters Report for 12 May 2025**Executive Summary**

ATTACHMENTS

- Attachment A: [↓](#) Notice of Motion Cost Summary
- Attachment B: [↓](#) Notice of Motion Report
- Attachment C: [↓](#) Completed Actions Report
- Attachment D: [↓](#) Frankston City Council - VEC LG24 Election Report
- Attachment E: [↓](#) Complaints Policy
- Attachment F: [↓](#) Terms of Reference - Ballam Park Homestead Working Group

Notice of Motion Report - 2025 - CM7 - for the 12 May Council Meeting.xlsx

**Notice of Motions Estimated Costs
By Councillor
2024 - 2028 Term**

Councillor	Number	Primary Cost	Ongoing Cost	Outcome Cost	Urgent Business
Cr David Asker	1	\$0	\$0	\$0	1
Cr Sue Baker	2	\$0	\$0	\$0	0
Cr Kris Bolam	0	\$0	\$0	\$0	0
Cr Nathan Butler	3	\$0	\$0	\$0	0
Cr Steffie Conroy	2	\$0	\$0	\$0	0
Cr Emily Green	0	\$0	\$0	\$0	0
Cr Brad Hill	1	\$0	\$0	\$0	0
Cr Michael O'Reilly	0	\$0	\$0	\$0	0
Cr Cherie Wanat	0	\$0	\$0	\$0	0
TOTAL	7	\$ -	\$ -	\$ -	1

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

Notes/comments are provided in the report when this occurs

Notice of Motion Report - 2025 - CM7 - for the 12 May Council Meeting.xlsx

Meeting Date	Item No	NOM Title and Councillor	Council Resolution	Responsibility	Comments	Cost Summary
29-Jan-25	14.2	2025/NOM04 - Family / Domestic Violence in the Frankston LGA Cr Conroy	Council Decision Moved: Councillor ConroySeconded: Councillor Wanat That Council: 1. Notes that the Frankston City Council LGA has the highest reported rates of family (and/or domestic) violence in the South East region of Victoria with approximately five family violence cases earmarked each day; 2. Notes that: a. Since 2019, Council has dedicated a line-item in its annual budgets to alleviate the ongoing impact of family violence on the Frankston municipality; b. In the past four years alone, Council spent over \$320,000 in this endeavour in support of, and in partnership, with other agencies, to prevent family / domestic violence in alignment with the Victorian Government which has its own ministries for Women and (the) Prevention of Family Violence, the Australian Government has the Family Violence Act 2012 and the 'The National Plan to End Violence against Women and Children 2022–2032); 3. Writes to the State Member for Frankston, Mr Paul Edbrooke MP and the Minister for (the) Prevention of Family Violence and Employment, The Hon. Vicki Ward. The subject of this correspondence is to formally make the concerns of this resolution clear and to seek state intervention in the Frankston municipality; 4. Writes to the Federal Member for Dunkley, Ms Jodie Belyea MP and the Assistant Minister for (the) Prevention of Family Violence and Employment, The Hon. Justine Elliot. The subject of this correspondence is to formally make the concerns of this resolution clear and to seek federal intervention in areas of Dunkley with pronounced cases of family violence; 5. In the above correspondence, Council is to highlight that it was unsuccessful in its recent grant application to the State Government, for \$212,500 over 3 years under the Free From Violence Local Government Grant Program 2024-2027. Had Council being successful in the application, these funds would have been used to enable deeper engagement with communities of concern and for future program delivery; 6. Council notes that one of its primary advocacy pillars for the upcoming federal election relates to the federal government providing ongoing funding assistance to community relief organisations, such as Community Support Frankston. Many of these relief organisations are often at the 'coalface' insofar as family and domestic violence situations throughout the Frankston LGA: a. Council, in the above correspondence, is to use this opportunity to reinforce its desirability for enhanced funding as per this advocacy priority; b. Council, in the spirit of fairness and bipartisanship given the imminent federal election, is to also provide a copy of this correspondence (in 5.) to all declared candidates for Dunkley; 7. In acknowledging Frankston's continued excessively high figures for family/domestic violence, and the urgent need for tangible action on this front, a report is to be provided at the June 2025 Council Meeting on: a. The outcome of the advocacy efforts and formal correspondence / sought meetings as previously stipulated in this resolution. b. The report is to consider what budget additions, if any, are to occur to enhance the scope and effectiveness of Council's present rate of family violence funding for the 2025/2026 Annual Budget; and c. Council acknowledges that family violence is a serious issue in our community and is exploring the actions, steps, and tools that could be used to address the situation effectively. Carried Unanimously	Tim Bearup	07 Apr 2025 5:13pm Bearup, Tim 1. Noted, 2. Noted , 3. In progress. A letter to the State Member for Frankston, Mr Paul Edbrooke MP and the Minister for (the) Prevention of Family Violence and Employment, The Hon. Vicki Ward is being finalised for release, 4. In progress. A letter to the Federal Member for Dunkley, Ms Jodie Belyea MP and the Assistant Minister for (the) Prevention of Family Violence and Employment, The Hon. Justine Elliot is being finalised for release, 5. Noted , 6. Noted, 7. In progress. A report will proceed to Council in June 2025.	
29/01/2025	14.3	2025/NOM05 - Managing Olivers Hill Landslip Cr Butler	Council Decision Moved: Councillor ButlerSeconded: Councillor Hill That Council: 1. Notes the recent well-published landslip occurrence in McCrae within the Mornington Peninsula Shire; 2. Notes the recent instances of land slippage at Olivers Hill, including the coastal cliffs up from the Oliver's Hill boat ramp and on private allotments; 3. Notes Olivers Hill area consists largely of private allotments but also includes Council roads, Nepean Highway which is VicRoads, and coastal foreshore which is Crown land, and that the retaining walls along Nepean Highway are VicRoads responsibility where within the road reserve or are structures within private allotments; 4. Notes the Erosion Management Overlay (EMO) in the Frankston Planning Scheme and Frankston Coastal and Marine Management Plan Council has in place for Olivers Hill to: a) continue to regulate buildings and works within the EMO to protect areas prone to erosion, landslip, other land degradation or coastal processes by minimising land disturbance and inappropriate development; b) provide strategic direction in the management of marine and coastal Crown land to align Council's strategies with State legislation and policy; 5. Notes that Council is currently undertaking a Frankston City Coastal Resilience 2100 project by undertaking Stages 1-4 of the "Victoria's Resilient Coast – Adapting to 2100+ (2023)" framework to develop and progress strategic coastal hazard risk management and climate change adaptation, which is partially funded by the Victorian Government; 6. Notes Council has a Foreshore Advisory Committee that guides the Council in decision making on coastal management, assists with the delivery of the Coastal and Marine Management Plan and in the review of strategic planning and management policies guiding the management of Frankston's coastal and marine environment; 7. Notes that the State Government Department of Energy, Environment and Climate Action have undertaken a Port Phillip Bay Coastal Hazard Assessment and are undertaking a Victorian Coastal Cliff Assessment Project which includes- a) geomorphic assessment and mapping of coastal cliff types; b) a quantitative analysis of recession rates at a regional scale; c) a qualitative analysis of physical processes and mechanisms affecting coastal cliff stability, and d) advice on managing risk from coastal cliff instability; 8. Calls for a briefing and/or a report to Council by March 2025 that outlines these matters in further detail and explores any further opportunities for improvement emerging from the McCrae incident; and 9. In developing the above-mentioned Council report, Council writes to the above mentioned authorities and request a briefing or report from those agencies of their responsibilities and accountabilities at Olivers Hill, in light of the McCrae incident. Carried Unanimously	Tammy Beauchamp	24 Feb 2025 1. to 7 Noted 8. Council date may be delayed dependant on response to meeting request. 9. Letters to DEECA and DTP have been prepared. 31 Mar 2025 1 to 7 Noted. 8 Council report back delayed to Council Meeting May 12th to allow for meetings with DEECA and DTP prior. 9. Letters to DEECA and DTP have been sent and meetings held early March.	
17/02/2025	14.1	2025/NOM6 - Beach and Sand Movement causing blockages around boat ramps at Kananook Creek Cr Hill	Council Decision Moved: Councillor HillSeconded: Councillor Butler That Council 1. Notes the popularity of boating in Frankston; 2. Notes the frequent and ongoing beach sand movement causing restrictions around the entrance to Kananook Creek and the boat ramp, making the facility unusable at times as a result; 3. Notes that Council has been undertaking continual dredging at the mouth at the entrance to Kananook Creek for many years; 4. Notes that it has been liaising with all relevant state government authorities, including Better Boating Victoria, Melbourne Water, Department of Energy, Environment and Climate Action (DEECA), Parks Victoria and other stakeholders to find different ways to approach the issue, determine how the matter could be addressed, and how this may be funded; and 5. Receives a report providing a summary of the issues, constraints, advocacy submissions and any findings from the previous Council reports regarding keeping this boat facility functional and available on an ongoing basis. This report is to be presented to Council no later than September 2025. Carried Unanimously	Atla, Shekar		
24-Mar-25	14.1	2025/NOM07 - Vale Dr Shunji Ohashi Cr Baker	Council Decision Moved: Councillor BakerSeconded: Councillor Hill That Council: 1. Notes the long-standing Sister City relationship between Frankston and Susono (Japan), which began in 1981; 2. a) Notes, despite the competitive nature of the selection process, that 16 primary school students from Derinya Primary School have been invited to participate in the Cultural Program at the Australian Pavilion at World Expo 2025 in Osaka, Japan (October 10 – 11); b) Writes to the Frankston Susono Friendship Association, the Susono Overseas Friendship Association and Derinya Primary School congratulating them on the selection outcome, and particular recognition of Ms Therese Sakamoto for her work in orchestrating this success. A copy of this letter is to also be provided to the Susono City Council; 3. In this same letter, commends both the Frankston Susono Friendship Association and the Susono Overseas Friendship Association, and their volunteer-members, for ongoing efforts in cultivating the enduring bond between the two cities; 4. Notes the recent death of former Susono Mayor, Dr Shunji Ohashi; 5. Notes the Mayor recently provided eulogy remarks to be read out at Dr Ohashi's funeral; 6. a) In recognition of Dr Ohashi's persistent support for the Sister City relationship between Frankston and Susono, and his long tenure as the Mayor of Susono, Council is to formally provide a framed letter-under-seal (written in Japanese) to Dr. Ohashi's family; and b) Provides a copy of the letter-under-seal to the Susono City Council, the Susono Overseas Friendship Association and the Frankston Susono Friendship Association (an English version). Carried Unanimously	Fiona McQueen	29 Apr 2025 2:24pm Complete. 1. Noted the long-standing Sister City relationship between Frankston and Susono (Japan), which began in 1981;, Complete. 2. a) Noted 16 primary school students from Derinya Primary School have been invited to participate in the Cultural Program at the Australian Pavilion at World Expo 2025 in Osaka, Japan (October 10 – 11); b) Letters sent on 14 April to Frankston Susono Friendship Association, Susono Overseas Friendship Association and Derinya Primary School, Complete. 3. The letters commend both the Frankston Susono Friendship Association and the Susono Overseas Friendship Association, and their volunteer-members, for ongoing efforts in cultivating the enduring bond between the two cities; Complete. 4. Noted the recent death of former Susono Mayor, Dr Shunji Ohashi;, In Progress. 6. a) In recognition of Dr Ohashi's persistent support for the Sister City relationship between Frankston and Susono, and his long tenure as the Mayor of Susono, Council is to formally provide a framed letter-under-seal (written in Japanese) to Dr. Ohashi's family; and, b) b) English and Japanese versions of Letter under seal provided to Mayor's office – awaiting finalised letters for June Council Meeting.	
24-Mar-25	14.2	2025/NOM08 - Anti-Graffiti 'Bounty' Pilot Program Cr Butler	Council Decision Moved: Councillor ButlerSeconded: Councillor Green That Council: 1. Notes the continuing presence of illegal graffiti (including defacing) on Council assets and the cost to Council in removing such graffiti; 2. Acknowledges ongoing community concerns about illegal graffiti, which is often reported to Council and/or Council is made aware by other means such as through social media and SnapSendSolve; 3. Highlights an innovative approach that the City of Onkarparinga in South Australia and the Port Macquarie Hastings Council in New South Wales have undertaken to deter illegal graffiti on Council assets, which is to incentivise the community to provide information about such activities, so that the information can be used to contribute to a successful prosecution of the offender/s. These approaches tap into community sentiment and assist individuals to be active in their communities and networks in providing tangible information that can be used as part of evidence gathered in prosecution matters; 4. Considers developing and trialling an Anti-Graffiti Bounty Program for a period of 12 months, in an attempt to reduce and/or prevent illegal graffiti given the increasing cost of removal on ratepayers; 5. Refers the sum of \$5000 to the 2025/26 Annual Budget process, to be used as the 'bounty' as the foundation to this new trial program to purchase anti-graffiti kits that Council may give to community members at their request. This sum would represent the total 'bounty' pool available and not the amount that an individual would receive for provision of information that leads to a successful prosecution; 6. In the event that the sum referred to in Item 5 of this Resolution is included in Council's 2025/26 Adopted Budget, receives a report by the August 2025 Council Meeting outlining options for this trial program – both the bounty and the anti-graffiti kits - and how it could be implemented; 5. Notes that, in the event that the \$5000 is included in Council's adopted 2025/26 budget, requires the Trial Program to begin by September 2025; and, 6. Receives a report on the outcome of this Trial Program at the end of the 12 month period. Carried Unanimously	Rob Antonic		

Notice of Motion Report - 2025 - CM7 - for the 12 May Council Meeting.xlsx

Meeting Date	Item No	NOM Title and Councillor	Council Resolution	Responsibility	Comments	Cost Summary
23-Apr-25	14.1	2025/NOM09 - Rooming House Standards Cr Butler	<div>Council Decision</div> <div>Moved: Councillor ButlerSeconded: Councillor O'Reilly</div> <div>That Council:</div> <div>1. Notes there are approximately 106 registered rooming houses within the Frankston municipality;</div> <div>2. Notes, most importantly, that Councils do not have remit to approve or reject their establishment;</div> <div>3. Notes that, at present, rooming houses are governed by State legislation, including the Rooming House Operators Act 2016, which requires them to be built, operated and maintained to certain standards, which include the provision of off-street parking, room density, access to potable water etc. The level of compliance with these standards, and their enforcement differ across the 79 municipalities throughout Victoria;</div> <div>4. Acknowledges that councillors are often contacted by community members who are concerned about the impact of rooming houses in their neighbourhoods, especially around physical appearance and management;</div> <div>5. Notes that Council's review of its Community Local Law commences mid-2025 and resolves that this review proposes practical refinements to the existing Community Local Law which (and where possible) mandate more stringent obligations on room house operators to better address community concerns in areas such as their physical appearance, cleanliness and hygiene standards in private and shared areas, proper maintenance of waste disposal, safety and behavioural expectations, strict occupancy caps and vastly improved manager/management oversight;</div> <div>6. Resolves that in Council considering the adoption of a revised Community Local Law there is express consideration of any resourcing strategy to underpin the effective implementation of the revised local law pertaining rooming houses (and their enforcement) to be referred to the development of Annual Budget 2026/2027; and</div> <div>7. To assist and best inform the conduct of the review, Resolves that officers provide a comprehensive report by August 2025 outlining the outcomes of an audit and assessment of the registered rooming houses throughout the Frankston municipality to gain a full appreciation of these and any further issues that need to be considered as a part of the design, consultation and adoption of the review of the Community Local Law.</div> <div>Carried Unanimously</div>	Rob Antonic		
23-Apr-25	14.2	2025/NOM10 - Decorative Water Feature at the Frankston Foreshore Cr Asker	<div>Council Decision</div> <div>Moved: Councillor AskerSeconded: Councillor Conroy</div> <div>That Council:</div> <div>1. Notes the success and widespread positive public sentiment relating to the two decorative water fountains installed at both Beauty Park Lake and Ballam Park lake;</div> <div>2. Resolves that a report be received by no later than the August 2025 Council Meeting on the feasibility and broader considerations for the future installation of a water feature positioned as a backdrop to the current landmark Frankston waterfront sign at the access/egress point to Pier Promenade. The water feature should include LED up lighting components; and</div> <div>3. Requires that this report outline the approach on how this potential future project is best taken forward, with consideration to it:</div> <div>• Being further developed as a part of (or alongside) the pending analysis and concept work being undertaken in 2025/26 to refresh the Waterfront Precinct (including any engagement or consultation arising from that work); and</div> <div>• Potentially comprising the Frankston Arts Trail project.</div> <div>Carried</div>	Tammy Beauchamp		

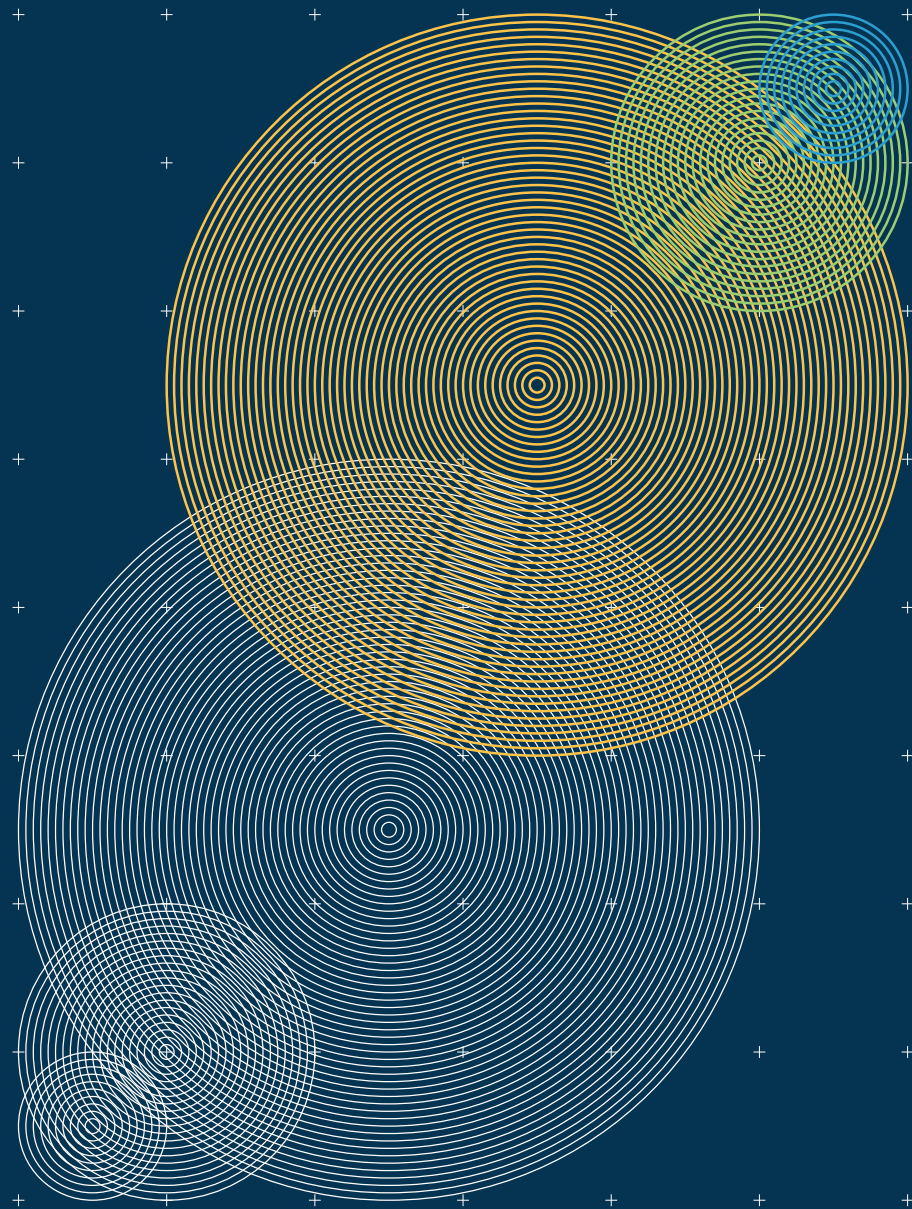
Division: CLOSED / COMPLETED				Date From: Date To: Printed: Wednesday, 30 April 2025 11:34:08 AM			
Action Sheets Report							
MEETING DATE	ITEM NUMBER	Title	MOTION	RESPONSIBLE DIVISION & OFFICER		COMMENTS	DATE COMPLETED
23/04/2025	12.5	Hot Topics	<u>Council Decision</u> Moved: Councillor Conroy Butler That Council: 1. Acknowledges the update on Hot Topics of interest to Councillors outlined in this report, reinforcing confidence in the effective management of these important issues;	Customer Innovation and Arts	Babbar, Shweta	29 Apr 2025 11:39am Moro, Jacqueline Complete. Acknowledge the update on Hot Topics of interest to Councillors outlined in this report, reinforcing confidence in the effective management of these important issues; 29 Apr 2025 11:39am Moro, Jacqueline - Completion Completed by Moro, Jacqueline on behalf of Babbar, Shweta (action officer) on 29 April 2025 at 11:39:41 AM - Action complete. Recommend closure of this action.	29/04/2025

Election report

Frankston City Council

2024 Local government elections

April 2025



Letter of Transmittal

14 April 2025

Mr Phil Cantillon
Chief Executive Officer
Frankston City Council
PO Box 490
Frankston VIC 3199

Dear Mr Cantillon

Pursuant to Regulation 83 of the Local Government (Electoral) Regulations 2020, I submit this report to the Chief Executive Officer of Frankston City Council on the general election held in October 2024.

Yours sincerely



Sven Bluemmel
Electoral Commissioner

Acknowledgement of Country

The Victorian Electoral Commission (VEC) acknowledges the Aboriginal and Torres Strait Islander people of this nation, as the traditional custodians of the lands on which the VEC works and where we conduct our business. We pay our respects to ancestors and Elders, past, present, and emerging. The VEC is committed to honouring Aboriginal and Torres Strait Islander peoples' unique cultural and spiritual relationships to the land, waters and seas and their rich contribution to society.

Election report
Frankston City Council
2024 Local government elections

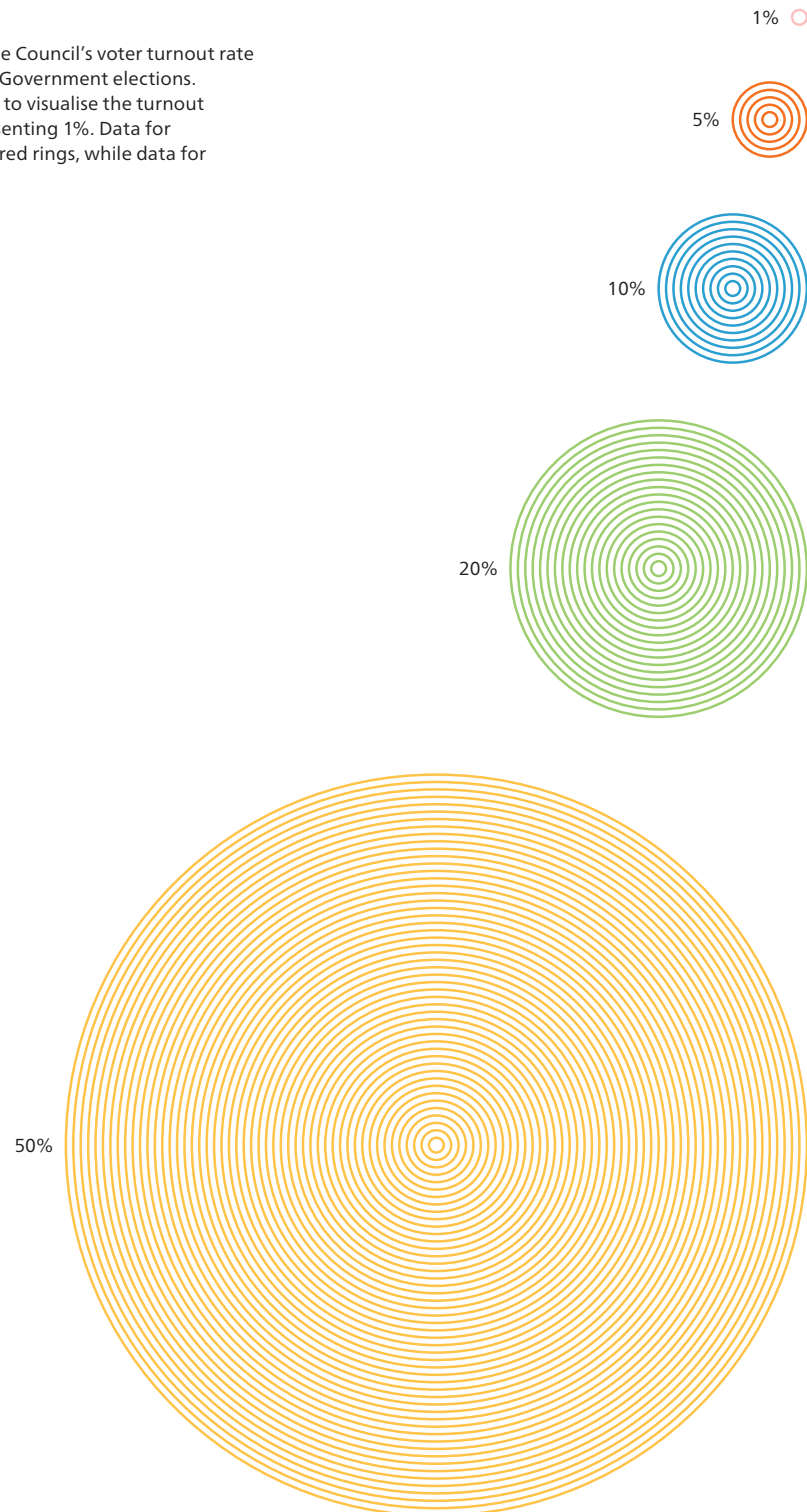
Voter turnout (front cover)

Graphic representation of the Council's voter turnout rate for the 2024 and 2020 Local Government elections. Rings are grouped into units to visualise the turnout percentage, each ring representing 1%. Data for 2024 is depicted using coloured rings, while data for 2020 is shown in white.

Frankston City Council

Turnout (2024): 79.82%

Turnout (2020): 79.58%



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1. Introduction

The Victorian local government general elections are held every 4 years as set out in the *Local Government Act 2020* (Vic) (**LG Act**). In 2024, general elections were held for 78 of the 79 Victorian councils with Saturday 26 October marking election day. In accordance with section 263(1) of the LG Act, the Victorian Electoral Commission (**VEC**) is the statutory election service provider for the conduct of local government elections in Victoria.

This report provides information on the 2024 Frankston City Council general election including details of the end-to-end service delivery of electoral activities throughout the election timeline. This report also provides details of post-election activities including compulsory voting enforcement.

About the Victorian Electoral Commission

The VEC is an independent statutory authority established under the *Electoral Act 2002* (Vic) (**Electoral Act**). The VEC's principal functions are to conduct State elections, local government elections, certain statutory elections and polls, commercial and community elections, and to support electoral representation processes for local councils and the Electoral Boundaries Commission for State electoral boundaries. The VEC is also responsible for maintaining the Victorian register of electors and administering political funding and donation disclosure laws. The VEC has a mandated role to conduct electoral research, provide communication and education services, and inform and engage Victorians in the democratic process.

Sven Bluemmel is the appointed Electoral Commissioner and Dana Fleming is the appointed Deputy Electoral Commissioner. The Electoral Commissioner and Deputy Electoral Commissioner report to the Victorian Parliament in relation to the VEC's operations and activities.

The Electoral Commissioner heads the VEC's Executive Management Group that comprises the Deputy Electoral Commissioner, the Executive Director, Corporate Services and 7 Directors, each leading the main functional areas of the VEC. Each Director acts as subject matter experts and oversees legislative responsibilities under the LG Act and the Electoral Act.

The VEC has a dedicated local government election program framework that incorporates a range of programs, projects and activities that are supported through strategic planning, project management, and process mapping. The program is overseen by the VEC's Delivery Group and has sponsorship from the Executive Management Group.

Key changes

Frankston City Council

2. Key changes

Changes in legislation

The *Local Government Amendment (Governance and Integrity) Act 2024* (Vic) received royal assent on 25 June 2024 and introduced a number of changes to local government electoral legislation.

The VEC implemented the necessary changes to the 2024 local government election program in response to the reforms as they applied to the elections.

Key changes from *Local Government Amendment (Governance and Integrity) Act 2024*

Close of roll	<p>The date for the close of roll was extended from 57 days to 80 days before the election. For all elections after the October 2024 general elections, including by-elections, the date for the close of roll will be 73 days before election day.</p> <p>The previous timelines were no longer viable due to an increase in the scale and complexity of local government elections, including changes to enrolment entitlements, population growth, higher number of wards, likely increase in the number of candidates, and reduction in mail services offered by Australia Post.</p> <p>By moving this date earlier, other key dates including nomination day, the lodgement date for candidate statements and questionnaires, and the period for mailing out of ballot materials have been brought forward through the <i>Local Government (Electoral) Regulations 2020</i> (Vic) (LG Regulations) providing more time to ensure they are sustainable.</p>
Certification of the roll	<p>The timeframe for roll certification was increased to 23 business days (previously 13 business days) to ensure CEOs (or their delegates) and the VEC have adequate time to process enrolment applications and complete related roll certification processes.</p>
Candidate statement word limit	<p>In response to the pandemic, the LG Regulations permitted candidate statements to be increased from 200 to 300 words for the 2020 local government elections, acknowledging that candidates at the 2020 elections would face restrictions in campaigning.</p> <p>As candidates would no longer face pandemic-based barriers to campaigning activities, the word limit was reverted to 200 words. Equivalent amendments were also applied to the <i>City of Melbourne (Electoral) Regulations 2022</i> (Vic).</p> <p>Returning to the original word limit allowed the VEC to produce smaller candidate statement booklets, reducing associated printing costs and administrative burden.</p>
Rejection and amendment of candidate statements	<p>The time allowed for a candidate to amend their statement was reduced by one day to now be the day after the close of nominations (or 38 days before election day). This aligned the periods for rejections and amendments with the earlier deadline for lodging a candidate statement, allowing additional time to print ballot packs.</p>
Close of candidate statements, photos and questionnaires	<p>The deadline for submitting a candidate statement, photograph and questionnaire was amended to close the same day as the close of nominations at 12 noon, facilitating a more efficient process for candidates and allowing the VEC more time to print ballot packs.</p>
Mailout of ballot pack	<p>The timeline for conducting the mailout of ballot materials was extended from occurring over 3 business days to 4 business days, allowing the VEC to manage the risk of mail service level reductions and provide additional safeguards against election fraud.</p>

3. Election dates

Key timelines for the 2024 local government elections

Deadline fixed by the VEC for council primary enrolment data	Monday 15 July 2024
Close of roll	4 pm Wednesday 7 August 2024
Opening of the election office to the public	Monday 9 September 2024
Certification of the voters' roll and opening of nominations	Monday 9 September 2024
Close of nominations	12 noon Tuesday 17 September 2024
*Deadline for lodging candidate statements, photographs and questionnaires	12 noon Tuesday 17 September 2024
*Ballot draw	From 10 am Wednesday 18 September 2024
*General mail out of ballot packs to voters	Monday 7 October to Thursday 10 October 2024
*Close of voting	6 pm Friday 25 October 2024
Day prescribed as Election Day	Saturday 26 October 2024
*Close of extended postal vote receipt period	12 noon Friday 1 November 2024
Declaration of election results	No later than Friday 15 November 2024

*Dates with asterisks relate to contested elections only.

About Frankston City Council

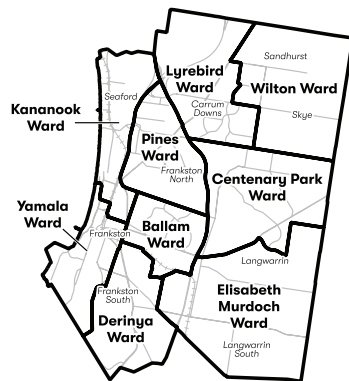
Frankston City Council

4. About Frankston City Council

Frankston City Council is comprised of 9 councillors elected from a subdivided structure.

The electoral structure of Frankston City Council was last reviewed in 2023. The electoral structure was confirmed in May 2024 under the new Act.

Figure 1: The electoral structure of Frankston City Council at the general election held on 26 October 2024.



Frankston City Council

Voters' roll

5. Voters' roll

The VEC prepared the voters' roll for the election under section 8(2)(c) of the Electoral Act and in accordance with section 249 of the LG Act. The close of roll for the election was 4 pm on Wednesday 7 August 2024. Pursuant to section 249(4) of the LG Act, the VEC certified the voters' roll on Monday 9 September 2024.

At certification, the voters' roll for the 2024 Frankston City Council general election included 101,147 enrolled voters.

Composition of the voters' roll

Section 249 of the LG Act specifies that the voters' roll for a local government election is formed by combining 2 separate lists of voters:

1. The Electoral Commissioner's list (EC list) – list of State electors that are enrolled within that local government area.
2. The Chief Executive Officer's list (CEO list) – list of council-entitled voters.

Refer to **Appendix 1** for a breakdown of the Frankston City Council general election voters' roll.

Amendments to the voters' roll

In accordance with section 250 of the LG Act, the VEC is able to amend any error or omission in the preparation, printing or copying of the voters' roll, or correct any misnomer or inaccurate description of any person, place or thing on the voters' roll. Amendments to the voters' roll are to be certified by the VEC.

All voters added to the roll were issued with a ballot pack. Where a voter was removed from the roll after the mail-out of ballot material, the VEC had systems in place to ensure that returned ballot papers from the deleted voters could be identified and excluded from the extraction and count. Where roll amendments were required, the total number of voters on the roll was updated.

Following the close of roll, no amendments were required to the council's voters' roll.

6. Advertising and communication campaign

State-wide advertising

The VEC delivered a state-wide advertising campaign to maximise public awareness and participation amongst all eligible voters. Campaign activities and consistent messaging were delivered across 2 phases – enrolment and voting – and through multiple traditional and emerging mediums, including radio, digital and social media, and offline/outdoor advertising.

Public notices

The VEC published a series of public notices on the VEC website throughout the election as required by the LG Act. The notices included critical information relevant to each milestone of the election timeline.

For the 2024 general election, Frankston City Council nominated the following newspapers for the public notices:

- › The Age
- › Herald Sun

Refer to **Appendix 2** for further information in relation to the public notices.

VEC website

The VEC provided council specific information regarding the election on its website. The VEC website went live for the local government elections in early July 2024. Whilst some council-specific data remained static during the election, the website was regularly updated with content relevant to the election and at each key milestone such as close of roll, nominations, voting and results.

Media liaison

An online media briefing was held on Monday 29 July 2024. The briefing was made available to view on the VEC website for media representatives unable to join the live event. The media briefing provided an overview of the planning, timeline, legislative changes and other key information for the 2024 local council elections.

Media outlets were provided with a media handbook that outlined the election timeline and key information, and provided the VEC's head office media contacts. This was made available along with other resources from the VEC's media centre webpage. The VEC's communication team supported each election manager with managing media interest locally in their council area.

The VEC's media liaison program principally featured scheduled state-wide and tailored council-specific media releases aimed at highlighting key milestones during the election and capitalise on existing general news coverage.

More information on the VEC's media release schedule is available at **Appendix 3**.

The media program also involved a responsive media enquiry service, as well as the translation and distribution of 3 key media releases for multiple non-English news outlets in Victoria.

Social media campaign

As part of its state-wide advertising campaign, the VEC used paid promotions on social media platforms including Facebook, Instagram, Snapchat, TikTok and WeChat, targeting voters through audience segmentation.

This advertising was supported by a defined timeline of organic social media posts on the VEC's channels, designed to cover each of the key messages of the communication campaign to further extend the reach to the community and promote conversation about the democratic process.

VoterAlert advisories

State-enrolled voters can sign up to VoterAlert, our free SMS and email service, to receive reminder messages about elections that affect them. They can subscribe to messages via SMS, email, or both.

During the general election, we used VoterAlert to send direct messages on:

Wednesday 17 to Wednesday 31 July 2024 –

61,378 voters were contacted by VoterAlert messages sent by SMS and/or email reminding voters to enrol or update their details by the close of roll.

Monday 7 October to Monday 14 October 2024 –

61,718 voters were contacted by VoterAlert messages sent by SMS and/or email advising that we had commenced posting ballot packs.

Tuesday 22 October to Wednesday 23 October 2024 –

40,624 voters were contacted by VoterAlert messages sent by SMS and/or email reminding voters that it was the last week to post their ballot material back to us.

More information on VoterAlert is available at **Appendix 4**.

Voter engagement

The VEC delivered an extensive voter engagement program throughout Victoria, specific to local demographics.

Frankston City Council

Advertising and communication campaign

Appendix 5 contains the full list of initiatives for the 2024 local government elections.

Democracy ambassadors

The VEC delivered education sessions conducted by our Democracy Ambassadors to a range of councils. The sessions focused on enrolment and voting for the election. These sessions were offered to councils in priority areas and delivered at no cost to council. Where resourcing allowed, requests for sessions that were not in the priority area were also fulfilled.

Four sessions were delivered for the Frankston City Council election.

Blind and low-vision services

Braille and large print ballot material was available to blind and low-vision voters who registered for these products by 5 pm on Tuesday 17 September 2024.

The VEC received and processed one request for braille ballot material and 5 requests for large print ballot material for Frankston City Council.

Interpreting services

The VEC engaged the Victorian Interpreting and Language Services' Language Loop to provide a telephone interpreting service for telephone enquiries from voters who had a first language other than English. The VEC advertised direct lines for 20 languages other than English and a general line for all other languages.

Public enquiry service

A centralised contact centre was established to respond to telephone public enquiries. This ensured consistency in messaging, early identification of themes and trends along with the opportunity to enable election offices to focus on election administration. The call centre was also responsible for emails received during the local government elections. Any calls regarding CEO list applications were referred to the relevant councils. Outside the call centre hours of operation, a recorded service was available that provided information on enrolment and voting.

Election offices fielded phone queries from local candidates on issues directly related to their candidacy (as separate to general queries about running as a candidate).

A total of 1,013 telephone calls were recorded for Frankston City Council during the 2024 local government elections. An overall total of 11,758 email queries were received for all councils.

Election manager

Frankston City Council

7. Election manager

The VEC maintains a pool of trained senior election officials from across Victoria to fill election management roles for State and local government elections. Election-specific training is provided to senior election officials before they are appointed for each election.

The size of election management teams depends on the size of the council. Under the LG Act, an election manager is appointed to conduct each council's election and is supported by one or more assistant election managers.

In accordance with regulation 21(1) of the LG Regulations, the VEC appointed Peter Williams as the election manager for the 2024 Frankston City Council general election.

The appointed assistant election managers were Jon Bloomfield and Charles Smitheram.

Frankston City Council

Election office

8. Election office

The election manager was responsible for establishing and managing the election office at Suite G.03, 405 Nepean Highway, Frankston. The premises were provided by the VEC.

9. Candidates

Nominations opened at 9 am on Monday 9 September and closed at 12 noon on Tuesday 17 September 2024. Candidates were required to lodge their nomination forms in person at the election office. The nomination fee was \$250.

Candidate information

The VEC developed resources to support prospective candidates with the nomination process, including a candidate handbook. From mid-July, candidates could access information about nominating as a candidate for the election. The online Candidate Helper, accessible via the VEC website, went live on Tuesday 20 August 2024. Candidate Helper enabled candidates to complete most of their nomination forms and other forms online before lodging them in person with the election manager.

For the Frankston City Council 2024 elections, the VEC's candidate information session was delivered in person by the election manager. Additionally, a candidate information video was available on the VEC website from Tuesday 20 August 2024.

Nominations

At the close of nominations, 42 candidates had successfully nominated for the elections, which includes any candidates who retired after the close of nominations. Candidates who withdrew before the close of nominations are not included.

The following is a breakdown of candidate nominations per ward:

- › Ballam Ward - 4 nominations
- › Centenary Park Ward - 4 nominations
- › Derinya Ward - 6 nominations
- › Elisabeth Murdoch Ward - 6 nominations
- › Kananook Ward - 5 nominations
- › Lyrebird Ward - 3 nominations
- › Pines Ward - 4 nominations
- › Wilton Ward - 4 nominations
- › Yamala Ward - 6 nominations

Ballot draws to determine the order of the names on the ballot paper were held at the election office following the close of nominations using the VEC's computerised ballot draw application.

See **Appendix 6** for the list of candidates in ballot draw order.

Candidate statements and photos

In accordance with regulation 39 of the LG Regulations, candidates were able to submit a 200-word statement and a recent photograph for inclusion in the ballot packs sent to voters. The deadline for these items was 12 noon on Tuesday 17 September 2024.

See **Appendix 6.1** for a breakdown of submitted statements and photos and **6.2** for sample ballot material.

Candidate questionnaires

In accordance with regulation 43 of the LG Regulations, candidates could also submit answers to a set of prescribed questions. The election manager accepted questionnaires from 40 of the 42 candidates at the election.

Voters could read the completed questionnaires on the VEC website or access them by contacting the election office.

Retirement of a candidate

In accordance with the LG Regulations, at any time after the close of nominations and before election day, a candidate may retire, or be retired by the VEC. A candidate can only retire if it will result in an uncontested election or if they are not qualified to be a Councillor. If the VEC believes a candidate was not entitled to nominate, it must formally query the candidate's qualification and invite written reasons why they are entitled. If the VEC remains satisfied that the candidate is not entitled, it must retire the candidate from the election.

When a candidate is retired from an election, the VEC is required to take all practicable steps to remove the retired candidate's name from ballot papers. If it is not practicable to do so, during the counting of votes the retired candidate's votes are passed on to other candidates according to voters' preferences.

Retirements

In accordance with regulation 29 of the LG Regulations, 2 candidates were retired from Frankston City Council elections. In each case, the VEC was satisfied the relevant candidate was not entitled to nominate as a candidate.

Frankston City Council

Candidates

Candidate Renee Jackson was retired from the Elisabeth Murdoch Ward election and candidate Ben Frawley was retired from the Yamala Ward election. Both retirements took effect on 26 September. The VEC published a statutory notice of the candidates' retirements on 7 October in accordance with regulation 27(7) of the LG Regulations.

As the candidates were retired after ballot papers had been printed, the VEC could not remove their names from ballot papers sent to voters. Voters were advised to follow the instructions in their ballot pack to cast a formal vote.

When counting the votes for the Elisabeth Murdoch Ward and Yamala Ward elections, votes for the retired candidates were distributed to other candidates according to voters' preferences, in accordance with regulation 27(8)(b) of the LG Regulations. The VEC provided additional training to election managers in councils with a retired candidate whose name appeared on the ballot paper. Scrutineers received a formality guide explaining the counting process and formality rules for elections with a retired or deceased candidate.

10. Voting

Ballot pack preparation and redirection

Artwork for ballot papers and candidate statements is generated using the VEC's automation tool. This tool selects from a range of pre-defined artwork templates and populates them with the relevant candidate information directly from the VEC's election management system database.

Following an extensive quality assurance process, print-ready artwork files were securely transmitted directly to the VEC's contracted ballot material printer ready for production. The VEC's contracted mail house directly printed the voters' addresses (mailing and entitlement address) and barcodes on the ballot paper envelopes in preparation for assembly and delivery of ballot packs. The VEC utilised multiple third party providers to assemble the ballot packs prior to the mail house lodging with Australia Post. The mail house allocated a secure area within its operations that was used solely for the printing, insertion, and dispatch of ballot material. This ensured the highest standards of security were met.

Electors could apply to have their ballot material redirected to an address other than their entitlement address. Voters had until the certification day for the voters' roll (also the day that nominations open) to apply for their ballot material to be redirected. The VEC arranged for ballot material to be delivered to any voter applying for redirection to the address specified in their request. For the 2024 local government elections, voters had until Monday 9 September 2024 to submit redirection requests.

The election manager received 64 requests for redirection of ballot packs for the election.

Early votes

Voters could request an early postal ballot envelope (early vote) before the general mail out of ballot packs. The election manager processed requests and issued early votes where the request was assessed as reasonable. Requests for early votes could be processed from Wednesday 18 September 2024, the day after nominations closed, until the start of the general mail out of ballot packs on Monday 7 October 2024.

Due to the timing of early votes, some early voters may not have had access to the candidate statements, photographs or questionnaires.

The election manager issued a total of 40 early votes for the election.

Mail-out of ballot packs

The VEC mailed 101,142 ballot packs between Monday 7 and Thursday 10 October 2024.

See **Appendix 7** for a breakdown of the packs sent on each day of the general mail out. The VEC did not mail ballot packs to voters who passed away between the close of roll and generation of the mail-out file.

This included 64 ballot packs which were redirected to alternative addresses for voters who had applied to redirect their ballot pack by Monday 9 September 2024.

In accordance with regulation 49(3) of the LG Regulations, no more than 35% of ballot packs were mailed or delivered to voters on any one day during the mail-out period. All ballot packs were lodged with Australia Post under the priority paid delivery timetable.

The VEC liaised closely with Australia Post during the mail-out period to confirm that ballot packs had been delivered to voters. Australia Post confirmed all ballot packs had been delivered by Tuesday 15 October 2024.

During the voting period, 1,757 ballot packs were returned to the election office by Australia Post as return-to-sender mail. In most cases, this was likely due to the addressee no longer residing at the address.

Unenrolled votes

The election manager issued unenrolled votes to people whose names could not be found on the voters' roll but said they were entitled to vote at the election. The unenrolled ballot pack included a declaration for the voter to sign. The election manager assessed the declaration and decided to admit or disallow the vote.

The election manager issued 4 unenrolled votes and following relevant checks, none were admitted to the count.

Replacement ballot packs

Following the general mail out of ballot packs, a voter who claimed that their ballot pack had not been received, or had been lost, spoilt, or destroyed, could apply for a replacement vote by completing an online application form or contacting the public enquiry service.

A centralised team processed applications and mailed replacement ballot packs to the postal address provided. Voters also had the option to attend the election office in the council for which they hold entitlement, to have a replacement vote issued over the counter.

2,839 replacement ballot packs across all wards during the voting period were issued. Please refer to **Schedule 1** for further information on replacement ballot packs issued.

11. Return of ballot paper envelopes

VEC provided voters with a priority reply paid envelope to return their completed ballot paper and ballot paper envelope. The return mail was delivered to the election office from local postal facilities or mail distribution centres. Voters could also put their ballot papers and envelope in a ballot box at the election office.

As ballot paper envelopes were returned, they were progressively checked by the election manager to ensure they had been signed by the voter. Additionally, processes were in place to ensure that only one returned ballot paper from any one voter could proceed to the extraction and count.

The election manager received a total of 69,952 returned ballot paper envelopes across all wards by the close of voting at 6 pm on Friday 25 October 2024.

In accordance with regulation 57(3) of the LG Regulations, the election manager could accept returned ballot paper envelopes until 12 noon on the Friday following the close of voting, if they thought the voter had signed the envelope before voting closed.

The election manager accepted 12,713 ballot paper envelopes across all wards during the extended postal vote receipt period.

The total returned ballot paper envelopes for Frankston City Council was 82,665.

The election manager set aside 1,665 returned ballot paper envelopes that were not admitted to the extraction and counting process due to the voter not having signed the declaration envelope or, in the case of unenrolled declaration votes, an entitlement was not found for the person, or the declaration envelope was not returned with the vote.

Refer to **Schedule 1** for the total certified record of ballot papers and declaration envelopes across all wards for Frankston City Council.

12. Results

Extraction

The extraction process involved separating the declaration flaps containing voters' details from each admitted ballot paper envelope, and then extracting the ballot papers from the envelopes. This 2-stage process maintains anonymity and ensures the VEC can track the number of envelopes for ongoing reconciliation.

A total of 81,000 ballot paper envelopes were admitted to the extraction process.

Ballot papers were extracted at the election office from Tuesday 29 October 2024. The extraction of all admitted ballot paper envelopes was completed on Friday 8 November 2024, following the close of the extended postal vote receipt period.

If the VEC found any returned ballot paper envelopes that did not contain a ballot paper, contained more than one ballot paper, or did not contain the correct ballot paper, these were required to be rejected and not counted. There were 266 returned ballot paper envelopes rejected during the extraction activity.

Following the extraction of ballot papers from the ballot paper envelopes, a total of 80,734 ballot papers proceeded to the count.

Manual count

After extraction, the VEC counted ballot papers for all wards manually at the election office using the preferential method of counting.

The ballot papers were sorted to first preference votes for each candidate and to informal votes. At this point, the VEC counted the ballot paper votes sorted to first preferences.

If a candidate had not achieved an absolute majority of votes (>50%) on first preference votes, the VEC conducted a preference distribution. Preference distributions were required for all wards.

The VEC published provisional results on its website as they became available. Results were updated as finalised once declarations had taken place.

For a breakdown of first preference results by ward, refer to **Appendix 8**.

Recounts

At any time before a candidate is declared elected, the election manager or a candidate may initiate a recount. Election managers initiate recounts if margins in a preference distribution are close or critical. Candidates must ask for a recount in writing, with the reasons for their request. The election manager and head office staff assess candidate recount requests and either accept or deny them.

The election manager did not receive any requests for a recount following the count.

Scrutineers

Scrutineers help deliver fair and transparent elections by observing election activities. They contribute to electoral integrity and help build public trust. Scrutineers can observe all activities involved in ballot paper and envelope processing.

Candidates are not permitted in election venues during extraction and counting activities and instead appoint scrutineers. Each candidate could appoint one scrutineer per election official involved in an activity. To appoint scrutineers, candidates completed a hardcopy 'Appointment and declaration of scrutineer form', which the candidate signed and submitted to the election manager. All scrutineers then had to sign the form's formal declaration in front of an election official. The declaration meant the scrutineers committed to eligibility and legal requirements and the VEC's conditions of entry.

A *Scrutineer handbook* was made available to all candidates and scrutineers with information on the role and responsibility of scrutineers during election activities. It included overviews of the activities so that scrutineers could understand what to expect during election activities they may attend. When scrutineers attended election venues they were briefed on their responsibilities and the processes they would witness. Scrutineers were instructed when and how they could challenge activities when ballot paper formality was being decided and votes were being counted. Scrutineers were allowed to notify election managers if they disagreed with the decision made by an election official on ballot paper formality or whether votes were counted for the selected candidate. Election managers reviewed the challenge and made a final decision on the ballot paper.

Declaration of results

In the Service Plan, the VEC committed to complete all results declarations by Friday 15 November 2024.

Frankston City Council

Results

The results of the 2024 Frankston City Council general election were declared at 1 pm on Wednesday 13 November 2024 at Frankston City Council, 30 Davey Street, Frankston, Civic Centre (Acacia and Chambers entrance) for all wards.

The VEC website was updated following the declaration to reflect the elected candidates.

13. Election statistics

Participation

Participation is measured by the number of voters marked off the roll as a percentage of the total enrolment and can vary from turnout. The overall participation rate in the Frankston City Council election was 81.13%, which is lower than the state average of 83.79% (excluding Melbourne City Council) and lower than the 82.35% rate at the 2020 Frankston City Council general election.

Analysis of voter participation for the different enrolment categories shows that participation is lower for voters who are enrolled on the EC's list (81.10%) compared to voters enrolled on the CEO's list (93.21%).

Refer to **Appendix 9** for further information on participation, including a breakdown by enrolment category.

Turnout

Voter turnout is measured by the number of formal and informal ballot papers counted in the election as a percentage of voters on the voters' roll for the election.

The overall voter turnout for the 2024 Frankston City Council general election was 79.82%. This is compared to the state average turnout of 81.46% (excluding Melbourne City Council). The voter turnout at the 2020 general election for the council was 79.58%.

Informality

The overall informal voting rate recorded at the 2024 Frankston City Council general election was 3.12%, compared with the State average of 3.47%. An informality rate of 6.11% was recorded at the Frankston City Council general election held in October 2020.

14. Complaints

Type of complaints

At local government elections, complaints generally fall into 2 broad categories:

1. Election Administration

Complaints about the conduct of the election and services to voters.

2. Election participation and conduct

Complaints about candidates and other participants in the election, at times alleging a breach of the LG Act or local laws.

Most complaints at the 2024 local government elections related to the second category, and often alleged inappropriate or illegal action by a person or group associated with the election.

Complaints process

The VEC have a streamlined complaints process during elections, developed with local councils and enforcement agencies. Complaints must be lodged in writing, then processed at head office. For the 2024 local government elections, customers could provide feedback and complaints online.

Complaints alleging a breach of the LG Act are forwarded to the Local Government Inspectorate. Complaints relating to local laws are referred to council. Complaints about the VEC's services, or the behaviour or actions of VEC staff and election officials, are the responsibility of the VEC.

The VEC is committed to responding to each complaint within 5 working days.

Complaints received

The VEC received 24 written complaints relating to the election for Frankston City Council.

Please see **Appendix 10** for a description of complaints received by the VEC.

15. Post-election activities

Storage of election material

The VEC will keep all records from the election safely and secretly in accordance with regulation 79 of the LG Regulations.

Refund of nomination fees

Nomination fees were refunded to eligible candidates on Tuesday 17 December 2024. Eligible candidates include those elected or who received at least 4% of the first preference vote. Any forfeited nomination fees were remitted to the council on Tuesday 17 December 2024.

Courts and tribunals

The Victorian Civil and Administrative Tribunal (VCAT) is responsible for hearing disputes on the validity of an election under section 311 of the LG Act.

Applications for a review of the declaration of the results of an election must be lodged within 14 days of the declaration and can be made by a candidate in the election, 10 persons who were entitled to vote at the election, or the VEC.

There were no applications to VCAT disputing the result of the Frankston City Council general election.

16. Non-voter follow up

In accordance with section 267 of the LG Act, the VEC has commenced its compulsory voting enforcement program. Any person who was required to vote at the election and failed to vote will be issued with an 'Apparent failure to vote' notice in February/March. Apparent non-voters have 28 days to respond.

People who do not respond to the notice, or do not provide a satisfactory response, may be issued with an infringement notice in April/May that will incur a penalty. Further follow-up with a penalty reminder notice in July may also occur – this stage includes the original penalty and a penalty reminder notice fee. Penalties collected on behalf of council will be reimbursed at the end of the infringement and reminder notice stages.

Additionally, during the infringement and penalty reminder notice stages, non-voters may ask for their matter to proceed directly to the Magistrates' Court.

These requests will be actioned at the conclusion of the infringement and penalty reminder notice stages. The VEC will lodge the file of any remaining non-voters with Fines Victoria at the end of the penalty reminder notice stage.

17. Evaluating VEC services

The VEC is committed to providing high quality election services to its local government clients. Through a formal feedback and debriefing program, the VEC can gauge its performance and seek advice for future local government election projects.

Feedback from councils

The VEC invited feedback from councils on its services in December 2024. Additional feedback can be provided to the LG2024 Program Manager by emailing LGProgram2024@vec.vic.gov.au

Internal debriefing program

After every electoral event, the VEC conducts an internal debriefing program that includes input from all areas of its workforce. Internal debriefing following the local government elections began in December 2024. The VEC will publish a consolidated report on its performance and key statistics from the elections. This will be tabled in Parliament and available on the VEC website.

Appendices

Schedule 1: Record of ballot papers and declaration envelopes

Ballam Ward election	
Ballot papers printed	
Victorian Electoral Commission	15,000
Election manager	5
Total	15,005
Ballot papers issued	
General mail out	11,936
Early and replacement votes	427
Unenrolled declaration votes	0
Spoilt	0
Sub total	12,363
Unused	2,642
Total	15,005
Declarations returned	
General mail out admitted to the extraction	8,945
Early and replacement votes admitted to the extraction	308
Unenrolled declaration votes admitted to the extraction	0
Returned declarations unable to be admitted to the extraction	182
Declarations returned to sender	237
Sub total	9,672
Declarations not returned	2,691
Total	12,363

Schedule 1: Record of ballot papers and declaration envelopes

Frankston City Council

Centenary Park Ward election

Ballot papers printed

Victorian Electoral Commission	14,000
Election manager	5
Total	14,005

Ballot papers issued

General mail out	11,185
Early and replacement votes	313
Unenrolled declaration votes	1
Spoilt	0
Sub total	11,499
Unused	2,506
Total	14,005

Declarations returned

General mail out admitted to the extraction	9,090
Early and replacement votes admitted to the extraction	216
Unenrolled declaration votes admitted to the extraction	0
Returned declarations unable to be admitted to the extraction	186
Declarations returned to sender	145
Sub total	9,637
Declarations not returned	1,862
Total	11,499

Frankston City Council

Schedule 1: Record of ballot papers and declaration envelopes

Derinya Ward election

Ballot papers printed

Victorian Electoral Commission	14,001
Election manager	10
Total	14,011

Ballot papers issued

General mail out	11,358
Early and replacement votes	334
Unenrolled declaration votes	1
Spoilt	2
Sub total	11,695
Unused	2,316
Total	14,011

Declarations returned

General mail out admitted to the extraction	9,159
Early and replacement votes admitted to the extraction	246
Unenrolled declaration votes admitted to the extraction	0
Returned declarations unable to be admitted to the extraction	166
Declarations returned to sender	194
Sub total	9,765
Declarations not returned	1,930
Total	11,695

Schedule 1: Record of ballot papers and declaration envelopes

Frankston City Council

Elisabeth Murdoch Ward election

Ballot papers printed

Victorian Electoral Commission	14,001
Election manager	5
Total	14,006

Ballot papers issued

General mail out	11,821
Early and replacement votes	346
Unenrolled declaration votes	0
Spoilt	0
Sub total	12,167
Unused	1,839
Total	14,006

Declarations returned

General mail out admitted to the extraction	9,783
Early and replacement votes admitted to the extraction	227
Unenrolled declaration votes admitted to the extraction	0
Returned declarations unable to be admitted to the extraction	201
Declarations returned to sender	156
Sub total	10,367
Declarations not returned	1,800
Total	12,167

Frankston City Council

Schedule 1: Record of ballot papers and declaration envelopes

Kananook Ward election

Ballot papers printed

Victorian Electoral Commission	13,001
Election manager	10
Total	13,011

Ballot papers issued

General mail out	10,624
Early and replacement votes	363
Unenrolled declaration votes	0
Spoilt	1
Sub total	10,988
Unused	2,023
Total	13,011

Declarations returned

General mail out admitted to the extraction	7,796
Early and replacement votes admitted to the extraction	264
Unenrolled declaration votes admitted to the extraction	0
Returned declarations unable to be admitted to the extraction	186
Declarations returned to sender	222
Sub total	8,468
Declarations not returned	2,520
Total	10,988

Schedule 1: Record of ballot papers and declaration envelopes

Frankston City Council

Lyrebird Ward election

Ballot papers printed

Victorian Electoral Commission	14,002
Election manager	5
Total	14,007

Ballot papers issued

General mail out	11,325
Early and replacement votes	312
Unenrolled declaration votes	0
Spoilt	0
Sub total	11,637
Unused	2,370
Total	14,007

Declarations returned

General mail out admitted to the extraction	8,843
Early and replacement votes admitted to the extraction	200
Unenrolled declaration votes admitted to the extraction	0
Returned declarations unable to be admitted to the extraction	187
Declarations returned to sender	161
Sub total	9,391
Declarations not returned	2,246
Total	11,637

Frankston City Council

Schedule 1: Record of ballot papers and declaration envelopes

Pines Ward election

Ballot papers printed

Victorian Electoral Commission	13,000
Election manager	10
Total	13,010

Ballot papers issued

General mail out	10,422
Early and replacement votes	348
Unenrolled declaration votes	0
Spoilt	0
Sub total	10,770
Unused	2,240
Total	13,010

Declarations returned

General mail out admitted to the extraction	7,480
Early and replacement votes admitted to the extraction	243
Unenrolled declaration votes admitted to the extraction	0
Returned declarations unable to be admitted to the extraction	172
Declarations returned to sender	246
Sub total	8,141
Declarations not returned	2,629
Total	10,770

Schedule 1: Record of ballot papers and declaration envelopes

Frankston City Council

Wilton Ward election

Ballot papers printed

Victorian Electoral Commission	14,001
Election manager	5
Total	14,006

Ballot papers issued

General mail out	11,565
Early and replacement votes	350
Unenrolled declaration votes	0
Spoilt	0
Sub total	11,915
Unused	2,091
Total	14,006

Declarations returned

General mail out admitted to the extraction	9,305
Early and replacement votes admitted to the extraction	242
Unenrolled declaration votes admitted to the extraction	0
Returned declarations unable to be admitted to the extraction	181
Declarations returned to sender	159
Sub total	9,887
Declarations not returned	2,028
Total	11,915

Frankston City Council

Schedule 1: Record of ballot papers and declaration envelopes

Yamala Ward election

Ballot papers printed

Victorian Electoral Commission	13,000
Election manager	20
Total	13,020

Ballot papers issued

General mail out	10,906
Early and replacement votes	436
Unenrolled declaration votes	2
Spoilt	1
Sub total	11,345
Unused	1,675
Total	13,020

Declarations returned

General mail out admitted to the extraction	8,334
Early and replacement votes admitted to the extraction	319
Unenrolled declaration votes admitted to the extraction	0
Returned declarations unable to be admitted to the extraction	204
Declarations returned to sender	237
Sub total	9,094
Declarations not returned	2,251
Total	11,345

Schedule 2: Certification statement

Frankston City Council

Schedule 2: Certification statement

In accordance with Regulation 77, I certify that Schedule 1 of this report on the conduct of the 2024 Frankston City Council local government election is a true and correct account of the number of ballot papers issued, returned and not used in this election and declarations not returned.



Sven Bluemmel
Electoral Commissioner

Frankston City Council

Appendix 1: Breakdown of the voters' roll

Appendix 1: Breakdown of the voters' roll

Frankston City Council election	Voters enrolled through an entitlement under section 241 of the LG Act	Voters enrolled through entitlements under sections 242–245 of the LG Act	Total voters enrolled
Frankston City Council	100,926	221	101,147
Ballam Ward	11,906	31	11,937
Centenary Park Ward	11,174	13	11,187
Derinya Ward	11,339	20	11,359
Elisabeth Murdoch Ward	11,809	12	11,821
Kananook Ward	10,583	42	10,625
Lyrebird Ward	11,301	24	11,325
Pines Ward	10,401	21	10,422
Wilton Ward	11,549	16	11,565
Yamala Ward	10,864	42	10,906

Appendix 2: Public notices

Schedule of public notices

Close of roll notice

VEC website/public notices	23 July 2024
The Age	23 July 2024
Herald Sun	25 July 2024

Notice of election

VEC website/public notices	12 August 2024
The Age	13 August 2024
Herald Sun	15 August 2024

Voting details notice

VEC website/public notices	20 September 2024
The Age	1 October 2024
Herald Sun	3 October 2024

Notice of retirement

VEC website/public notices	7 October 2024
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Reminder notice

The Age	15 October 2024
Herald Sun	17 October 2024

Frankston City Council

Appendix 2: Public notices

Notice of result

VEC website/public notices

13 November 2024

The Age

26 November 2024

Herald Sun

21 November 2024

Appendix 2: Public notices

Frankston City Council

Declaration of results

Sample Council election

Declaration of results

Sample Council logo

The following candidates were elected to Sample Council at the general election held in October 2024:




Sample Ward 1 Sample elected candidate 1	Sample Ward 5 Sample elected candidate 5	Sample Ward 8 Sample elected candidate 8
Sample Ward 2 Sample elected candidate 2	Sample Ward 6 Sample elected candidate 6	Sample Ward 9 Sample elected candidate 9
Sample Ward 3 Sample elected candidate 3	Sample Ward 7 Sample elected candidate 7	
Sample Ward 4		

Further details about the results are available at [vec.vic.gov.au](#)


Sample Election Manager name
Election Manager

Sample declaration date

vec.vic.gov.au | 131 832 | @electionsvic

Authorised by S. Blumenthal, Electoral Commissioner, 500 Collins Street, Melbourne, Victoria.

 Victorian Electoral Commission

Appendix 3: Schedule of media releases and advisories

Frankston City Council council-specific media releases and advisories

Enrol now for the Frankston City Council election	Monday 29 July 2024
Call for candidates for Frankston City Council election	Thursday 22 August 2024
Ballot packs mailed for Frankston City Council election	Monday 7 October 2024
Voting closes soon for Frankston City Council election	Tuesday 15 October 2024
New councillors for Frankston City Council	Wednesday 13 November 2024

Statewide media releases and advisories

Victorians urged to enrol for upcoming local council elections	Monday 22 July 2024
Media advisory: 2024 local council elections briefing	Monday 22 July 2024
Last chance to enrol for Victorian council elections	Friday 2 August 2024
News alert: Enrolment closes tomorrow for October's council local elections	Tuesday 6 August 2024
Nominations open soon for Victorian local council elections	Monday 26 August 2024
Media advisory: Accessing candidate information for the 2024 Victorian local council elections	Friday 6 September 2024
Nominations for the 2024 Victorian local council elections now open	Monday 9 September 2024
Over 4.6 million enrolled for local council elections	Tuesday 10 September 2024
Time is running out to nominate for this year's local council elections	Monday 16 September 2024
Electoral Commissioner calls for transparency in the use of AI in upcoming local council elections	Tuesday 17 September 2024
Media advisory: Media attendance at local council election ballot draw	Tuesday 17 September 2024
Nominations are in for October local council elections	Wednesday 18 September 2024
Democracy ambassadors help community voices 'Be Heard'	Thursday 19 September 2024
VEC retires 16 local council election candidates	Monday 30 September 2024

Appendix 3: Schedule of media releases and advisories

Frankston City Council

Statewide media releases and advisories

Voting starts next week for Victoria's local council elections	Friday 4 October 2024
Police investigate break-in at the Ballarat election office	Thursday 10 October 2024
Voters urged to request a replacement ballot pack following van theft	Friday 18 October 2024
Local council elections voting deadline looms	Monday 21 October 2024
Voters urged to request a replacement ballot pack following theft	Thursday 24 October 2024
Final day of voting	Friday 25 October 2024
Media advisory: Results timelines for Victorian local council elections	Friday 25 October 2024
Media advisory: Media attendance at results declarations	Wednesday 6 November 2024
Suspected postal vote tampering in 2 local council elections referred for inquiry	Wednesday 13 November 2024
Didn't vote in the 2024 local council elections?	Monday 17 February 2025
Non-voters asked to explain why they didn't vote in the 2024 local council elections	Friday 7 March 2025
Infringements sent to 2024 local council election non-voters	Scheduled for Monday 14 April 2025
Act on penalty reminder notice or risk enforcement action	Scheduled for Thursday 1 July 2025

Appendix 4: VoterAlert advisories

Appendix 4.1: SMS alerts

Close of roll – sent from Wednesday 17 July to
Wednesday 31 July 2024

VoterAlert: Vic council elections will be held by post this Oct. Make sure your details are correct before 4pm Wed 7 Aug. More info <https://vec.vic.gov.au/LG24>. If you'd rather not open links in this message, look up the VEC website or call 131 832 to check. Unsubscribe <https://vec.vic.gov.au/voteralert>

Reminder close of voting – sent from Tuesday
22 October to Wednesday 23 October 2024

VoterAlert: return your council election ballot pack by 6pm Fri Oct 25. If your ballot pack hasn't arrived, find out how to get a replacement at <https://vec.vic.gov.au/LG24>. Ignore if you've already voted or asked for a replacement. If you'd rather not visit links in this message, look up the VEC website or call 131 832. Unsubscribe: <https://vec.vic.gov.au/voteralert>

Uncontested election – sent from Wednesday
25 September to Tuesday 1 October 2024

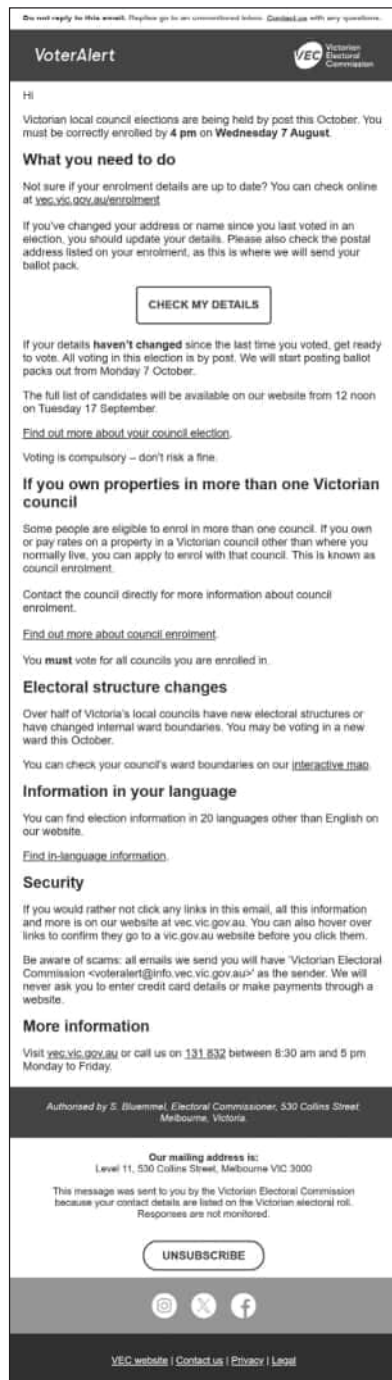
VoterAlert: the election in your area is uncontested, as only one person nominated per vacancy. You do not need to vote. More info: <https://vec.vic.gov.au/LG24>. If you'd rather not visit links in this message, look up the VEC website or call 131 832. Unsubscribe: <https://vec.vic.gov.au/voteralert>

Mail-out of ballot packs – sent from Monday 7 October
to Monday 14 October 2024

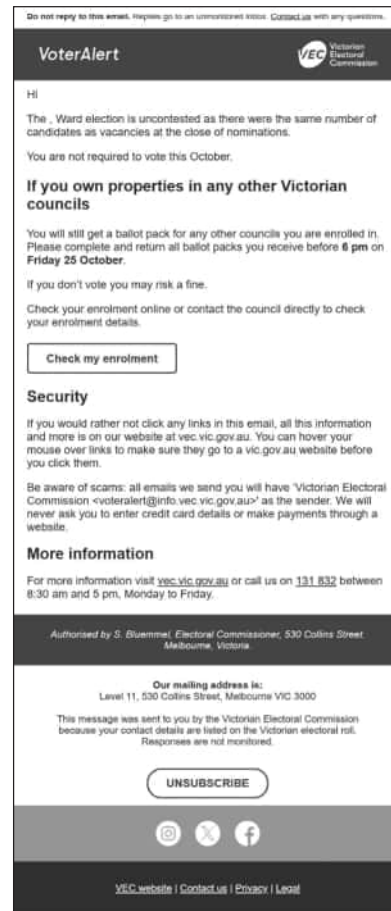
VoterAlert: ballot packs for the local council elections are on their way, arriving by 15 Oct. Complete and return before 6pm on Fri 25 Oct. For more info visit <https://vec.vic.gov.au/LG24>, look up the VEC website or call 131 832. Unsubscribe: <https://vec.vic.gov.au/voteralert>

Appendix 4.2: Email alerts

Close of roll email



Uncontested election email




Frankston City Council

Appendix 4: VoterAlert advisories

Ballot pack mail-out email

Do not reply to this email. Replies go to an unmonitored inbox. [Contact us](#) with any questions.

VoterAlert 

Hi

You are enrolled to vote in the 2024 local council elections.

Your vote matters. Local council elections are your chance to vote on who represents you on the local community issues that you care about.

How to vote

Voting in these elections is by **post**.

We have started posting ballot packs to all enrolled voters. They will arrive by **Tuesday 15 October**.

Please follow the instructions in your ballot pack to complete your vote and mail it back to us as soon as possible.

If you're unsure, you can learn [how to fill out a ballot paper](#) on our website.

Voting closes at **6 pm on Friday 25 October**, but your local mail collection times may be earlier than this. We recommend you return your completed vote as soon as possible.

You can also drop your vote off at your local election office.

If you don't get a ballot pack

Ballot packs are in the mail and will arrive by **Tuesday 15 October**.

If you don't get a ballot pack by then, you can ask us to send you a replacement by calling **131 832** between 8:30 am and 5 pm, Monday to Friday.

Moved house or away from your address

If you are away from your mailing address you can request a replacement ballot pack. You can:

- call us on **131 832** between 8:30 am and 5 pm, Monday to Friday
- visit the election office of your **old address** to get a replacement on the spot. If you will be away during the election, you can fill in your vote there and return it straight away.

[Find my election office](#)

Find candidates

Information about candidates, including statements and candidate questionnaire responses are on our website.

[Find candidates](#)

Information in your language

Our website has information in more than 20 languages. There are also videos explaining how to vote in 10 different languages.

[Find information in your language](#)

Security

If you would rather not click any links in this email, all this information and more is on our website: [vec.vic.gov.au](#). You can hover your mouse over links to confirm they go to a [vic.gov.au](#) website before you click them.

Be aware of scams: all emails we send you will have 'Victorian Electoral Commission <voteralert@info.vec.vic.gov.au>' as the sender. We will never ask you to enter credit card details or make payments through a website.

More information


For more information visit [vec.vic.gov.au](#) or call us on **131 832** between 8:30 am and 5 pm, Monday to Friday.

Authorised by S. Blumenthal, Electoral Commissioner, 530 Collins Street, Melbourne, Victoria.

Our mailing address is:
Level 11, 530 Collins Street, Melbourne VIC 3000

This message was sent to you by the Victorian Electoral Commission because your contact details are listed on the Victorian electoral roll. Responses are not monitored.

[UNSUBSCRIBE](#)



[VEC website](#) | [Contact us](#) | [Privacy](#) | [Legal](#)

Last week to vote email

Do not reply to this email. Replies go to an unmonitored inbox. [Contact us](#) with any questions.

VoterAlert 

Reminder: voting for the 2024 local council elections closes at 6 pm this Friday 25 October.

Please ignore this email if you've already voted or asked for a replacement ballot pack.

How to vote

Voting in these elections is by **post**.

Please follow the instructions in your ballot pack to complete your vote and mail it back to us as soon as possible. You can find instructions on [how to fill out a ballot paper](#) on our website.

Voting closes at **6 pm on Friday 25 October**, but your local mail collection times may be earlier than this. We recommend you return your completed vote as soon as possible.

You can also drop your vote off at your local election office.

[Find my election office](#)

If you don't get a ballot pack

If you haven't received your ballot pack in the mail yet, you can ask us to send you a replacement by:

- visiting your election office* to get a replacement on the spot. You can fill in your vote there and return it straight away.
- calling us on **131 832** between 8:30 am and 6 pm, Monday to Friday
- filling in our [online form](#)

*This must be the election office for your enrolled address. [Check your enrolment details](#) if you've recently moved.

[Find my election office](#)

Information in your language

Our website has information in more than 20 languages. There are also videos explaining how to vote in 10 different languages.

[Find information in your language](#)

Security

If you would rather not click any links in this email, all this information and more is on our website: [vec.vic.gov.au](#). You can hover your mouse over links to confirm they go to a [vic.gov.au](#) website before you click them.

Be aware of scams: all emails we send you will have 'Victorian Electoral Commission <voteralert@info.vec.vic.gov.au>' as the sender. We will never ask you to enter credit card details or make payments through a website.

More information

For more information visit [vec.vic.gov.au](#) or call us on **131 832** between 8:30 am and 6 pm, Monday to Friday.

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[UNSUBSCRIBE](#)



[VEC website](#) | [Contact us](#) | [Privacy](#) | [Legal](#)

Appendix 5: Voter engagement program and initiatives

Program	Program details
Be Heard Democracy Ambassador program	This program provides free peer-led electoral education and information sessions to those under-represented in the electoral process. This includes people with disability and their carers, culturally and linguistically diverse (CALD) communities, people experiencing homelessness and young people. A total of 238 sessions were provided across the state reaching over 10,000 participants.
Specialist mobile enrolment	This program delivered peer-led enrolment sessions in prisons, homeless services, schools and tertiary education settings to reach young people and Aboriginal community settings across Melbourne and regional Victoria.
CALD in-language social media videos	This project produced a series of videos in 11 different languages including Auslan. Languages were chosen to reach language groups most in need of additional support. The videos provided electoral information on how to enrol, how to vote by post, and how to respond to an Apparent Failure to Vote Notice. These were widely distributed and shared through the VEC's social media platforms, community networks, and partner organisations.
Active Citizenship program	Electoral and civics education workshops were delivered to CALD community leaders in 3 locations across regional Victoria.
Aboriginal engagement	This program delivered information and engagement sessions across the greater Melbourne area and regional Victoria. These were designed to raise awareness that voting was compulsory and taking place via post. Culturally appropriate resources were produced to provide information on how to respond to an Apparent Failure to Vote Notice, including a video which was distributed and shared through the VEC's social media platforms and partner organisations.
Easy English guide	This was produced for people with low English proficiency and designed as a co-read product where a person supports the reader. These were distributed by Democracy Ambassadors as a key resource, and also available for download from the VEC's website.

Appendix 6: Final list of candidates in ballot paper order

The candidates, in ballot paper order, were as follows:

Ballam Ward election

BOLAM, Kris

MARSAL, Adam

HUGHES, Steven

SOLIS, Cristy

Centenary Park Ward election

CHEESEMAN, Andrew

OSBORNE, Shane

RODGERS, Maureen

O'REILLY, Michael

Derinya Ward election

VANDERSTADT, Hans

HUGHES, Liam

BABIC, Iva

HILL, Brad

HOULT, Ashleigh

GRACE, Cassandra

Elisabeth Murdoch Ward election

WANAT, Cherie

TAYLER, Suzette

ABRAHAM, Chrysten

JACKSON, Renee - RETIRED

KAY, Henryk

McDONALD, Stephen

Kananook Ward election

AITKEN, Glenn

STAGG, Trent

STARK, Lisa

PITHER, Nathan

GREEN, Emily

Lyrebird Ward election

HAVIS, Nathan

KEATS, Sam

CONROY, Steffie

Pines Ward election

TURNER, Justin

BAKER, Sue

GRAUS, Bernadette

BROWNFIELD-HANNA, Quinney

Appendix 6: Final list of candidates in ballot paper order

Frankston City Council

Wilton Ward election

COLLISON, Annaliese

RENDELL, Richard

PHILIP, Prasad

ASKER, David

Yamala Ward election

BUTLER, Nathan

EBBOTT, Garry

FRAWLEY, Ben - RETIRED

NEWMAN, Sheila

TOMS, Steve

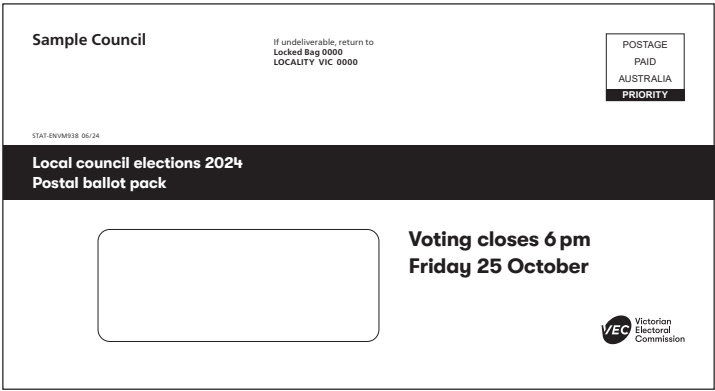
WARDLE, Alistair

**Appendix 6.1: Candidate statements
and photographs**

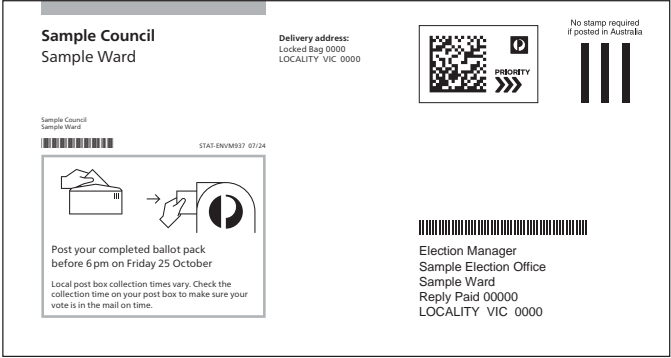
Frankston City Council election	Total number of candidates at close of nominations	Number of candidates that lodged a candidate statement	Number of candidates that lodged a candidate photograph
Ballam Ward	4	4	4
Centenary Park Ward	4	4	4
Derinya Ward	6	6	6
Elisabeth Murdoch Ward	6	6	5
Kananook Ward	5	5	5
Lyrebird Ward	3	3	3
Pines Ward	4	4	4
Wilton Ward	4	4	4
Yamala Ward	6	6	6

Appendix 6.2: Sample ballot material

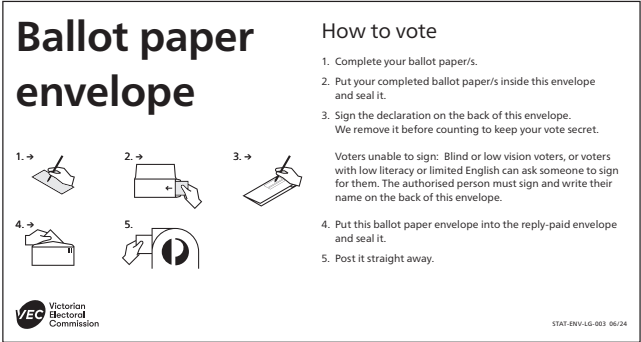
Outer envelope



Reply-paid envelope



Ballot paper envelope



Appendix 6: Final list of candidates in ballot paper order

Frankston City Council

Candidate leaflet

Voting closes
6 pm Friday
25 October 2024

All voting in this election is by post.
Post your vote before voting closes.
We cannot accept late votes.

Local post box collection times vary. Check the collection time on your post box to make sure your vote is in the mail on time.

You can also drop your vote off during business hours to:

Address line 1
Address line 2
Address line 3

For more information, visit vec.vic.gov.au or call 131 832 during business hours.

Voting is compulsory


You are enrolled to vote in this election.

Voting is your right. By voting, you get to have a say in who represents you on your local council.

Voting is also a responsibility. If you don't vote, you may get a fine.

If your enrolment details have changed, it is your responsibility to update them. Visit vec.vic.gov.au/update for more information.


Sample Council
Sample Ward



Candidate leaflet

**Sample Council
election 2024**
Sample Ward


Sample Ward



Notice


The contents of candidate statements are provided by the candidates. Any enquiries about candidate statements should be directed to the relevant candidate. Candidate statements are not verified or endorsed by the election manager. Candidate statements are also available at vec.vic.gov.au

Candidates may also provide answers to a questionnaire. Responses are available at vec.vic.gov.au

 Victorian Electoral Commission

How to vote multi-language leaflet *If applicable*

How to vote leaflet


 Interpreter

Language support

Visit vec.vic.gov.au/languages for more information in your language.

For interpreter assistance, call us. See the phone numbers on the next page.

STAT:LEAMULTI 07/24

 Victorian Electoral Commission

Ballot paper

**Sample Council
Sample Ward**

Election of 1 Councillor

Number the boxes 1 to 4 in the order of your choice.
Number every box to make your vote count.
You must not use any number more than once.

☐ CANDIDATE, Name

☐ CANDIDATE, Name

☐ CANDIDATE, Name

☐ CANDIDATE, Name

Frankston City Council

Appendix 6: Final list of candidates in ballot paper order

Appendix 6.3: Sample uncontested ward leaflet

Sample Council election 2024
Sample Ward

At the close of nominations for the Sample Council, Sample Ward election, one nomination was received for one vacancy. Therefore, Candidate Name will be elected unopposed.

You are not required to vote.

Election Manager Name
Election Manager

For more information call 131 832



Appendix 7: Daily breakdown of the general mail out

Frankston City Council

Appendix 7: Daily breakdown of the general mail out

Frankston City Council election	7 October 2024	8 October 2024	9 October 2024	10 October 2024	Total general mail out
Frankston City Council	34,388	34,388	16,185	16,181	101,142
Ballam Ward	4,058	4,058	1,910	1,910	11,936
Centenary Park Ward	3,803	3,803	1,790	1,789	11,185
Derinya Ward	3,862	3,862	1,817	1,817	11,358
Elisabeth Murdoch Ward	4,019	4,019	1,892	1,891	11,821
Kananook Ward	3,612	3,612	1,700	1,700	10,624
Lyrebird Ward	3,851	3,851	1,812	1,811	11,325
Pines Ward	3,543	3,543	1,668	1,668	10,422
Wilton Ward	3,932	3,932	1,851	1,850	11,565
Yamala Ward	3,708	3,708	1,745	1,745	10,906

Appendix 8: Result information

Ballam Ward count summary

Enrolment	11,937
Formal votes	8,940
Informal votes	266 (2.89% of the total votes)
Voter turnout	9,206 (77.12% of the total enrolment)

Candidates (in ballot paper order)	First preference votes	Percentage
BOLAM, Kris	3,852	43.09%
MARSAL, Adam	1,846	20.65%
HUGHES, Steven	1,624	18.17%
SOLIS, Cristy	1,618	18.10%

Successful candidates

BOLAM, Kris

Centenary Park Ward count summary

Enrolment	11,187
Formal votes	8,992
Informal votes	281 (3.03% of the total votes)
Voter turnout	9,273 (82.89% of the total enrolment)

Candidates (in ballot paper order)	First preference votes	Percentage
CHEESEMAM, Andrew	749	8.33%
OSBORNE, Shane	1,676	18.64%
RODGERS, Maureen	2,254	25.07%
O'REILLY, Michael	4,313	47.96%

Successful candidates

O'REILLY, Michael

Appendix 8: Result information

Frankston City Council

Derinya Ward count summary

Enrolment	11,359
Formal votes	9,079
Informal votes	306 (3.26% of the total votes)
Voter turnout	9,385 (82.62% of the total enrolment)

Candidates (in ballot paper order)	First preference votes	Percentage
VANDERSTADT, Hans	1,706	18.79%
HUGHES, Liam	1,889	20.81%
BABIC, Iva	546	6.01%
HILL, Brad	2,417	26.62%
HOULT, Ashleigh	1,236	13.61%
GRACE, Cassandra	1,285	14.15%

Successful candidates

HILL, Brad

Elisabeth Murdoch Ward count summary

Enrolment	11,821
Formal votes	9,655
Informal votes	337 (3.37% of the total votes)
Voter turnout	9,992 (84.53% of the total enrolment)

Candidates (in ballot paper order)	First preference votes	Percentage
WANAT, Cherie	3,951	40.92%
TAYLER, Suzette	1,202	12.45%
ABRAHAM, Chrysten	1,724	17.86%
KAY, Henryk	355	3.68%
McDONALD, Stephen	2,423	25.10%

Successful candidates

WANAT, Cherie

Frankston City Council

Appendix 8: Result information

Kananook Ward count summary

Enrolment	10,625
Formal votes	7,802
Informal votes	230 (2.86% of the total votes)
Voter turnout	8,032 (75.60% of the total enrolment)

Candidates (in ballot paper order)	First preference votes	Percentage
AITKEN, Glenn	1,999	25.62%
STAGG, Trent	703	9.01%
STARK, Lisa	1,602	20.53%
PITHER, Nathan	1,358	17.41%
GREEN, Emily	2,140	27.43%

Successful candidates

GREEN, Emily

Lyrebird Ward count summary

Enrolment	11,325
Formal votes	8,695
Informal votes	309 (3.43% of the total votes)
Voter turnout	9,004 (79.51% of the total enrolment)

Candidates (in ballot paper order)	First preference votes	Percentage
HAVIS, Nathan	2,403	27.64%
KEATS, Sam	2,907	33.43%
CONROY, Steffie	3,385	38.93%

Successful candidates

CONROY, Steffie

Pines Ward count summary

Enrolment	10,422
-----------	--------

Appendix 8: Result information

Frankston City Council

Pines Ward count summary

Formal votes	7,441
Informal votes	259 (3.36% of the total votes)
Voter turnout	7,700 (73.88% of the total enrolment)

Candidates (in ballot paper order)	First preference votes	Percentage
TURNER, Justin	2,288	30.75%
BAKER, Sue	2,708	36.39%
GRAUS, Bernadette	1,245	16.73%
BROWNFIELD-HANNA, Quinney	1,200	16.13%

Successful candidates

BAKER, Sue

Wilton Ward count summary

Enrolment	11,565
Formal votes	9,261
Informal votes	258 (2.71% of the total votes)
Voter turnout	9,519 (82.31% of the total enrolment)

Candidates (in ballot paper order)	First preference votes	Percentage
COLLISON, Annaliese	3,127	33.77%
RENDELL, Richard	924	9.98%
PHILIP, Prasad	1,234	13.32%
ASKER, David	3,976	42.93%

Successful candidates

ASKER, David

Yamala Ward count summary

Enrolment	10,906
Formal votes	8,347

Frankston City Council

Appendix 8: Result information

Yamala Ward count summary

Informal votes	276 (3.20% of the total votes)
Voter turnout	8,623 (79.07% of the total enrolment)

Candidates (in ballot paper order)	First preference votes	Percentage
BUTLER, Nathan	2,986	35.77%
EBBOTT, Garry	1,040	12.46%
NEWMAN, Sheila	2,013	24.12%
TOMS, Steve	782	9.37%
WARDLE, Alistair	1,526	18.28%

Successful candidates

BUTLER, Nathan

Appendix 9: Election participation statistics

Participation is measured by the number of marks on the roll as a percentage of total enrolment and can vary from turnout (total ballot papers counted as a percentage of total enrolment).

Frankston City Council election participation	2020	2024	Statewide LG 2024 – excluding Melbourne City Council
18–19	85.64%	82.85%	86.64%
20–24	80.24%	77.40%	80.02%
25–29	74.56%	71.53%	74.09%
30–34	75.41%	72.01%	73.31%
35–39	77.13%	74.42%	76.18%
40–44	78.63%	77.68%	78.99%
45–49	80.33%	78.29%	81.92%
50–54	83.07%	82.44%	84.69%
55–59	86.35%	85.91%	87.46%
60–64	88.40%	88.08%	89.16%
65–69	90.23%	89.96%	90.41%
70+	87.77%	88.34%	88.77%
Voters enrolled through section 241 of the LG Act	84.18%	81.10%	86.27%
Voters enrolled through sections 243–245 of the LG Act	61.84%	93.21%	60.96%
Total voters enrolled	82.35%	81.13%	84.12%

Frankston City Council

Appendix 9: Election participation statistics

Ballam Ward election participation	2024	Statewide LG 2024 – excluding Melbourne City Council	Centenary Park Ward election participation	2024	Statewide LG 2024 – excluding Melbourne City Council
18–19	80.52%	86.64%	18–19	83.16%	86.64%
20–24	72.27%	80.02%	20–24	82.13%	80.02%
25–29	71.34%	74.09%	25–29	75.88%	74.09%
30–34	70.33%	73.31%	30–34	79.20%	73.31%
35–39	71.62%	76.18%	35–39	80.67%	76.18%
40–44	74.11%	78.99%	40–44	81.24%	78.99%
45–49	73.06%	81.92%	45–49	81.49%	81.92%
50–54	79.56%	84.69%	50–54	86.96%	84.69%
55–59	81.71%	87.46%	55–59	88.01%	87.46%
60–64	85.97%	89.16%	60–64	90.99%	89.16%
65–69	87.23%	90.41%	65–69	91.52%	90.41%
70+	89.56%	88.77%	70+	89.36%	88.77%
Voters enrolled through section 241 of the LG Act	78.46%	86.27%	Voters enrolled through section 241 of the LG Act	84.31%	86.27%
Voters enrolled through sections 243–245 of the LG Act	100.00%	60.96%	Voters enrolled through sections 243–245 of the LG Act	84.62%	60.96%
Total voters enrolled	78.51%	84.12%	Total voters enrolled	84.31%	84.12%

Appendix 9: Election participation statistics

Frankston City Council

Derinya Ward election participation	2024	Statewide LG 2024 – excluding Melbourne City Council
18–19	85.55%	86.64%
20–24	80.52%	80.02%
25–29	74.06%	74.09%
30–34	70.66%	73.31%
35–39	74.65%	76.18%
40–44	81.04%	78.99%
45–49	80.39%	81.92%
50–54	84.64%	84.69%
55–59	88.17%	87.46%
60–64	89.41%	89.16%
65–69	92.09%	90.41%
70+	89.36%	88.77%
Voters enrolled through section 241 of the LG Act	83.61%	86.27%
Voters enrolled through sections 243–245 of the LG Act	80.00%	60.96%
Total voters enrolled	83.60%	84.12%

Elisabeth Murdoch Ward election participation	2024	Statewide LG 2024 – excluding Melbourne City Council
18–19	89.30%	86.64%
20–24	83.98%	80.02%
25–29	78.32%	74.09%
30–34	74.69%	73.31%
35–39	79.73%	76.18%
40–44	82.37%	78.99%
45–49	85.12%	81.92%
50–54	86.91%	84.69%
55–59	89.67%	87.46%
60–64	91.55%	89.16%
65–69	94.63%	90.41%
70+	92.12%	88.77%
Voters enrolled through section 241 of the LG Act	85.84%	86.27%
Voters enrolled through sections 243–245 of the LG Act	91.67%	60.96%
Total voters enrolled	85.85%	84.12%

Frankston City Council

Appendix 9: Election participation statistics

Kananook Ward election participation	2024	Statewide LG 2024 – excluding Melbourne City Council	Lyrebird Ward election participation	2024	Statewide LG 2024 – excluding Melbourne City Council
18–19	82.47%	86.64%	18–19	76.25%	86.64%
20–24	73.65%	80.02%	20–24	73.48%	80.02%
25–29	61.36%	74.09%	25–29	73.62%	74.09%
30–34	68.40%	73.31%	30–34	75.28%	73.31%
35–39	70.69%	76.18%	35–39	75.02%	76.18%
40–44	72.05%	78.99%	40–44	79.42%	78.99%
45–49	74.26%	81.92%	45–49	78.00%	81.92%
50–54	79.11%	84.69%	50–54	84.72%	84.69%
55–59	82.60%	87.46%	55–59	88.85%	87.46%
60–64	84.84%	89.16%	60–64	87.91%	89.16%
65–69	87.17%	90.41%	65–69	91.40%	90.41%
70+	86.07%	88.77%	70+	86.24%	88.77%
Voters enrolled through section 241 of the LG Act	76.90%	86.27%	Voters enrolled through section 241 of the LG Act	80.87%	86.27%
Voters enrolled through sections 243–245 of the LG Act	88.10%	60.96%	Voters enrolled through sections 243–245 of the LG Act	100.00%	60.96%
Total voters enrolled	76.94%	84.12%	Total voters enrolled	80.91%	84.12%

Appendix 9: Election participation statistics

Frankston City Council

Pines Ward election participation	2024	Statewide LG 2024 – excluding Melbourne City Council	Wilton Ward election participation	2024	Statewide LG 2024 – excluding Melbourne City Council
18–19	75.94%	86.64%	18–19	85.87%	86.64%
20–24	68.03%	80.02%	20–24	82.07%	80.02%
25–29	63.32%	74.09%	25–29	74.63%	74.09%
30–34	61.94%	73.31%	30–34	77.28%	73.31%
35–39	69.70%	76.18%	35–39	76.16%	76.18%
40–44	74.00%	78.99%	40–44	80.47%	78.99%
45–49	71.88%	81.92%	45–49	82.66%	81.92%
50–54	75.06%	84.69%	50–54	86.74%	84.69%
55–59	80.69%	87.46%	55–59	89.63%	87.46%
60–64	84.76%	89.16%	60–64	90.51%	89.16%
65–69	88.12%	90.41%	65–69	90.97%	90.41%
70+	85.75%	88.77%	70+	88.27%	88.77%
Voters enrolled through section 241 of the LG Act	75.11%	86.27%	Voters enrolled through section 241 of the LG Act	83.63%	86.27%
Voters enrolled through sections 243–245 of the LG Act	100.00%	60.96%	Voters enrolled through sections 243–245 of the LG Act	87.50%	60.96%
Total voters enrolled	75.16%	84.12%	Total voters enrolled	83.64%	84.12%

Frankston City Council

Appendix 9: Election participation statistics

Yamala Ward election participation	2024	Statewide LG 2024 – excluding Melbourne City Council
18–19	86.61%	86.64%
20–24	80.50%	80.02%
25–29	71.22%	74.09%
30–34	70.32%	73.31%
35–39	71.57%	76.18%
40–44	74.38%	78.99%
45–49	77.71%	81.92%
50–54	78.27%	84.69%
55–59	83.86%	87.46%
60–64	86.82%	89.16%
65–69	86.49%	90.41%
70+	88.32%	88.77%
Voters enrolled through section 241 of the LG Act	80.35%	86.27%
Voters enrolled through sections 243–245 of the LG Act	97.62%	60.96%
Total voters enrolled	80.41%	84.12%

Appendix 10: Complaints

Written complaints received by the VEC

Where an outcome is a follow-up response, the customer may have replied to the VEC's response and the VEC has therefore replied to that follow-up email.

Where an outcome has no action taken, this could be an anonymous submission that doesn't contain feedback and therefore can't be passed on to another team.

Date	Nature of complaint	Action taken by the VEC
Friday 2 August 2024	VEC Complaint - VEC comms other channels	Follow-up response provided
Wednesday 7 August 2024	VEC Complaint - Staff self-service portal	Response provided
Friday 13 September 2024	VEC Complaint - Nomination instance	Response provided
Tuesday 24 September 2024	LGI Complaint - Candidate statement	Referred to LGI
Tuesday 24 September 2024	VEC Complaint - Electoral boundaries	Response provided
Monday 30 September 2024	LGI Complaint - False claims in material; Conduct of candidate away from election office; Candidate eligibility	Referred to LGI
Wednesday 2 October 2024	LGI Complaint - False claims in material	Referred to LGI
Sunday 6 October 2024	LGI Complaint - Conduct of candidate away from election office	Referred to LGI
Monday 7 October 2024	LGI Complaint - False claims in material	Referred to LGI
Monday 7 October 2024	LGI Complaint - Unauthorised material; Offensive material	Referred to LGI
Tuesday 8 October 2024	LGI Complaint - Incorrectly authorised material	Referred to LGI
Tuesday 8 October 2024	VEC Complaint - Removal from roll	Referred to Enrolment
Thursday 10 October 2024	VEC Complaint - Postal voting process	Response provided
Friday 11 October 2024	VEC Complaint - Postal vote receipt delayed	Response provided
Sunday 13 October 2024	VEC Complaint - Postal vote receipt delayed	Response provided
Tuesday 15 October 2024	VEC Complaint - Candidate statement; Candidate eligibility	Response provided

Frankston City Council

Appendix 10: Complaints

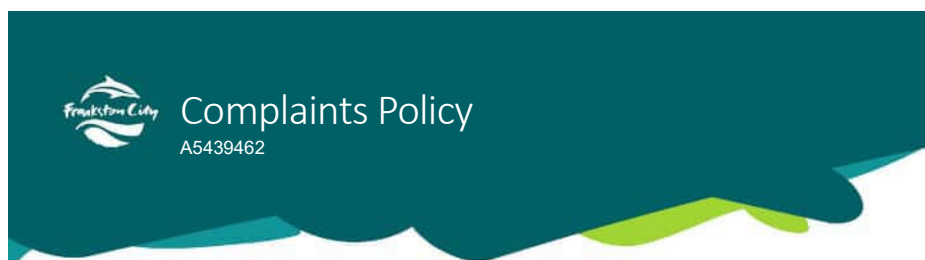
Date	Nature of complaint	Action taken by the VEC
Thursday 17 October 2024	VEC Complaint - Legislation	Response provided
Wednesday 23 October 2024	VEC Complaint - Postal vote not received by election	Response provided
Saturday 26 October 2024	LGI Complaint - Conduct of campaign worker at election office	Referred to LGI
Monday 28 October 2024	VEC Complaint - Voting centre procedures; Secrecy of ballot	Response provided
Thursday 31 October 2024	VEC Complaint - Postal vote not received by election	Response provided
Thursday 31 October 2024	VEC Complaint - Postal vote not received by election	Response provided
Wednesday 6 November 2024	VEC Complaint - Postal vote not received by election	Response provided
Friday 8 November 2024	VEC Complaint - Failed to vote; Checking enrolment	Response provided

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April 2025

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1. Purpose

Frankston City Council is committed to the provision of service excellence for our community. All Council officers, contractors, volunteers and Councillors will collectively contribute to a culture of complaint handling by helping people to complain, understanding the complaints process, and by treating members of the public respectfully and professionally.

This Policy intends to deliver the requirements under section 107 of the Local Government Act 2020 for a complaints policy. It provides a framework to support an open, transparent, and consistent process for the community to make a complaint, if they have a problem with our services, actions, decisions, and/or policies.

Council recognises that feedback from our residents and customers provides the opportunity to listen, learn, and adapt as we continually improve our processes. Through the implementation of this policy, we are committed to listening to the concerns raised, being responsive by taking action to resolve complaints as quickly as possible, handling complaints fairly and objectively and in a timely manner and learning from complaints to improve our services. This is aligned with our customer service promise of being accessible, respectful, clear, and accountable.

2. Scope

Managing complaints is a core part of Council business. We encourage people to contact us when they would like to make a complaint and are committed to making the process easy and accessible.

2.1. This Policy applies to all complaints made to Council by any person who is affected by an action, inaction, or decision of Council and is relevant for all Council officers, Council contractors and volunteers employed or engaged in the conduct of Council business.

This policy does not apply to decisions or processes that have statutory processes with appeal mechanisms or complaints which may be referred to relevant integrity bodies. Council has the discretion to refuse to deal with a complaint which is otherwise subject to statutory review.

The following types of complaints are out of the scope of this policy:

- complaints or objections about a statutory process with appeal mechanisms, including: planning permits, building permits and infringements;
- complaints about suspected fraudulent, criminal, unethical or corrupt behaviour, which should be reported to the appropriate integrity body;
- complaints about councillor conduct, which have different avenues for addressing conduct issues under the Local Government Act and other legislation; or
- complaints that have already been reviewed by an external agency.

Commented [WC1]: Need to check this

Commented [S(2R1)]: yes volunteers employed by us would be covered in the policy. Happy for us to check with the lawyer/ Bri

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For a more information, please refer to section [4.9 – Other types of complaints and who to contact](#).

- 2.2. This policy does not apply to service requests. A complaint is distinct from a service request, which is any contact with Council that seeks: assistance; access to a new service; advice or information; or to report an issue. Below are some examples to distinguish the difference between complaints and service requests.

Complaint	Service request
I put my bin out on time this morning and the truck didn't collect it. This is the second week in a row.	I forgot to put my bin out this morning and missed the collection truck. Can you send someone to collect my bin this afternoon?
I called last month about a large fallen tree branch, I've had no response and the branch has not been removed.	A large branch has fallen from a tree in my street, could you please come and remove this?
I reported a pothole on West Road to the Council six weeks ago. I haven't heard anything since, and it still hasn't been fixed.	There is a pothole on West Road. Can you send someone to fix it?
The Council made a decision related to my local area and I believe I was not provided an opportunity to have my say.	I provided feedback during a consultation and my recommendations did not result in a change. Can this process be explained?

Commented [B(3): [William Costello \(frankston\)](#) move to Scope as discussed?

Commented [BA(4R3):

3. Authorisation

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

Mayor, Frankston City

CEO, Frankston City Council

in accordance with a resolution at a Council Meeting on (date).

4. Policy

4.1. What is a complaint?

A complaint is a written or oral expression to the Council by a person of their dissatisfaction with:

- the quality of an action taken, decision made, or service provided by a member of council staff, or a contractor engaged by the council; or
- the delay by a member of council staff or a contractor engaged by the council in acting, making a decision, or providing a service; or
- a policy or decision made by a Council or a member of Council staff, contractor, or volunteer.



4.2. How to make a complaint

Complaints can be made in any of the following ways:

- Website: frankston.vic.gov.au
- Email: info@frankston.vic.gov.au
- Mail: PO Box 490 Frankston VIC 3199
- Phone: 1300 322 322 during business hours
- In Person: Frankston City Council Civic Centre, 30 Davey Street, Frankston. Open 8.30am - 5pm

4.3. Accessibility

If you need the assistance of an interpreter, please phone 131 450. If you are deaf, hard of hearing and/or have a speech impairment you can contact the Council using the National Relay Service (NRS).

4.4. Complaint details

When making a complaint we encourage you to provide specific details of the issue, which may include:

- name and contact details (if you would like a response)
- the action, decision, service, or policy you are concerned about
- the reason(s) why you are dissatisfied
- relevant dates and times
- location of issue
- any supporting documents
- the outcome you are seeking from making your complaint

4.5. Complaints management process

Council has a four-tiered approach to managing complaints in accordance with the requirements of the Local Government Act and the Victorian Ombudsman Good Practice Guide for public sector agencies.

Throughout this process, we will explain council's role in relation to the issues raised, what will and will not be considered, what will be done to consider the complaint, how the complainant will be involved in the complaint process, the expected timeframes for a response and the possible or likely outcomes.



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Tier 1 – Frontline complaint resolution

1. Upon receipt of the complaint a Council officer will ensure all details of the complaint are registered in Council's customer request system (CRM). Acknowledgement will be provided by email or phone based on how the complaint was received and a reference number will be provided within 5 business days.
2. The complaint will be assessed either by a Council officer or an officer who is delegated to handle the complaint. A response and attempt to resolve the complaint at first point of contact or within 5 business days after acknowledgment.
 - 2.1 If the matter is not within Councils remit, the complainant will be advised which agency they should direct their complaint to.
 - 2.2 If the complaint is subject to a statutory process, Council will be limited to Tier 1 resolution as there are appeal rights. The complainant may be referred to the appropriate authority.
 - 2.3 If the complaint is complex, serious, or systemic it will proceed to Tier 2 – investigation.
3. The complainant will be advised of the outcome of the complaint by phone and/or in writing by email and/or mail.

Commented [CF5]: Consent will generally be required from the complainant before sending their complaint to another agency.

Commented [CF6R5]: Better to say that the complainant will be advised which agency they should direct their complaint to. An exception would be where there is a statutory requirement to report to IBAC, Child Safety Commission etc.

Tier 2 – Investigation

1. If a Council officer cannot resolve the complaint in the first instance the complaint will be assigned to a Council Officer or an officer at a senior level who is delegated to handle the complaint. Acknowledgement will be provided by email or phone based on how the complaint was received and a reference number will be provided within 5 business days.
2. They will review the complaint and obtain the relevant evidence and information to make a fair and objective decision.
 - 2.1 If there is an error, immediate remedial action will be taken if appropriate.
3. A decision will be provided within 28 business days of receiving the complaint for investigation. If more time is needed for a decision to be made, contact will be made with the complainant. A further update will be provided every 28 days after the due date.
4. An outcome letter, which sets out the steps taken and the reasons for the decision will be sent by email and/or mail.
 - 4.1 If the complainant is not satisfied with the outcome or response to the complaint, further investigation will be considered and escalation to a manager or director within the same directorate.
5. If the complainant is still dissatisfied with the response and outcome of the complaint, a request can be made for an internal review of the complaint investigation.

Commented [B(7)]: @William Costello (he/him) added this here as per our discussion.



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Tier 3 – Internal Review

1. Advice that the complaint has proceeded to internal review will be provided within 5 business days.
2. The complaint will be allocated to an officer at a senior level, who is impartial to the complaint and is independent of the officer who took the action; made the decision; and/or provided the service.
3. The officer will review the complaint process that has occurred and obtain further relevant evidence and information to make a fair and objective decision.
4. An internal review outcome letter will be provided by email and/or by mail within 28 business days. This will include the steps taken and the whether the decision confirms, varies, or reverses the outcome.
 - 4.1. If a decision will take longer than 28 business days, contact will be made to advise of the delay and a further update will be provided every 28 business days.
5. Upon completion of the internal review outcome, an opportunity may be provided for a response from the complainant, or there will be no further correspondence in relation to the review. External review options will be provided at the time of completion.

Commented [B(8): William Costello (Ingram)] added this in based on our discussion.

Tier 4 – External Review

If you remain dissatisfied with the process or outcome of the internal review, you may decide to escalate your complaint to the Victorian Ombudsman or the relevant integrity body. There are several bodies that deal with different types of complaints. Examples are shown below.

Complaint	Organisation to contact
Actions or decisions of a Council, Council staff and contractors.	Victorian Ombudsman www.ombudsman.vic.gov.au

4.6. Complaint progress and outcomes

When you have made your complaint, you can expect that you will:

- have an opportunity to explain your concerns
- be kept up to date with the process of your complaint
- be given expected timeframes to receive communications and decisions
- be provided with explanations for Council decisions and actions
- where errors or improvements are identified, you will be provided with information about the steps taken to address them
- where a decision is reviewed, you will be advised whether the decision is upheld or changed
- be advised of the next steps available to you if you remain dissatisfied



Where a written outcome of the complaint is required and/or requested, we will ensure it:

- uses plain English
- explains the steps Council took to investigate or resolve the complaint
- states the relevant evidence, conclusions, and reasons for the decision
- identifies, admits, and apologises for any mistakes or deficiencies
- sets out any remedies
- includes information about internal or external review options
- can be translated or copied to an advocate to help with the complainants understanding

4.7. Privacy

Council is committed to meeting its privacy obligations and the expectations of the community and will only use and disclose personal information as authorised by law.

Personal information provided by complainants will be used to investigate and resolve their complaint. Non-identifying information about complaints may also be used to identify trends, areas for improvement and for reporting.

A certain amount of personal information will usually need to be shared to enable complaints to be investigated and resolved. This may include providing some information about the complaint and complainant to the officers or business unit who provided the service now subject to review or investigation

4.8. Anonymous complaints

Any complaints made anonymously will keep the identity of the person anonymous and will be investigated in accordance with Council's complaints process. Please note that a response or complaint outcome may not be able to be provided if the person making the complaint wants to remain anonymous and there are no contact details

4.9. Managing complaints respectfully

Managing complaints respectfully is conducted in line with Council's customer service promise. Where the conduct of a customer making a complaint (during a telephone call, in person, in writing, online and via social media) may become unreasonable and it impacts our ability to provide a consistent service or is threatening the health and safety of officers, Council has an Unreasonable Customer Conduct Policy to assess and put into action a managed service arrangement for a set period of time.

4.10. Treating complaints fairly

To treat the complaints fairly the complainant will be given sufficient opportunity to present their view, the officer will properly consider and understand the concerns and address new issues.

Any complaints about a Council officer will be referred to the relevant Manager and People and Culture for assessment and appropriate action in accordance with Council's employee conduct policy and



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procedures. The officer may be informed of the complaint, given the opportunity to respond, be kept informed of progress on investigation, the outcome and reasons for the decision.

Any complaints about a contractor delivering a council service will be resolved by the relevant contract manager at Council in accordance with the contract terms and conditions and service level agreements.

4.11. Other types of complaints and who to contact

Other types of complaints with statutory processes & appeal mechanisms		
Type of complaint	Visit the following website links for more information	Relevant external bodies
Animal Management	Visit the following pages for more information regarding animal related complaints: <ul style="list-style-type: none"> Dogs barking (animal noise) Dog attacks Local laws for pet owners 	VCAT www.vcat.vic.gov.au Magistrates' Court www.mcv.vic.gov.au
Building report & consent Building notices & orders Building Permits	Visit our report a building issue page for building related matters such as: <ul style="list-style-type: none"> report a dangerous building, structure, or emergency lodge a general building concern or complaint with Council report a domestic building dispute lodge a complaint about a registered building practitioner 	Building Appeals Board www.buildingappeals.vic.gov.au Victorian Building Authority www.vba.vic.gov.au
Breaches of Local Government Act	Council matters such as: <ul style="list-style-type: none"> misuse of position by a councillor conflict of interest by a councillor, senior council employee or person providing advice to council disclosure of confidential information council election offences nomination of someone not qualified to be a council election candidate authorisation of electoral material 	Local Government Inspectorate www.lgi.vic.gov.au
Child safety	Report a child safety concern related to Frankston City Council to Council's Reportable Conduct Team childsafefrankston@frankston.vic.gov.au For more information visit our child safety page.	Commission for Children and Young People contact@ccyp.vic.gov.au
Councillor conduct	Councillor behaviour and conduct issues are managed via a Councillor Conduct Framework	Local Government Inspectorate www.lgi.vic.gov.au IBAC



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	which has various mechanisms for dealing with complaints relating to Councillors.	www.ibac.vic.gov.au LGV www.localgovernment.vic.gov.au
	For more information regarding expectations of Councillor conduct, refer to Model Councillor Code of Conduct 2024	VCAT www.vcat.vic.gov.au
Corrupt conduct	Contact details for the people and bodies which can receive a public interest disclosure are available in the Public Interest Disclosure Policy in accordance with the Public Interest Disclosure Act.	IBAC www.ibac.vic.gov.au
Election offences	Visit our election page for more information.	Local Government Inspectorate www.lgi.vic.gov.au
Election processes	If you have a complaint about election delivery, the Victorian Electoral Commission are responsible for responding to breaches of the Electoral Act.	Victorian Electoral Commissioner www.vec.vic.gov.au
Fire Prevention notices & orders	Visit our Bushfire prevention page to learn more about our Annual Fire Inspection Program.	Fire Rescue Victoria www.frv.vic.gov.au
Freedom of Information Decisions	Visit our Freedom of Information page for more information.	Victorian Information Commissioner www.ovic.vic.gov.au
Health Information	All privacy complaints must be referred immediately to Council's privacy officer for assessment and response privacyofficer@frankston.vic.gov.au For more information visit our privacy page.	Office of Victorian Information Commissioner www.ovic.vic.gov.au
Litter & illegal rubbish dumping	Visit our Litter and illegal rubbish dumping page for more information.	VCAT www.vcat.vic.gov.au
Litter notices & orders	Visit our Litter Infringement page for more information about: <ul style="list-style-type: none"> Disputing your infringement Extension of time Payment arrangements 	Magistrates' Court www.mcv.vic.gov.au
Noise Complaint	Visit our noise complaints page for more information. Visit the EPA website to find out how the law restricts noise from residences, animals and vehicles, including what the prohibited times are.	Environment Protection Victoria www.epa.vic.gov.au
Parking infringements & appeals	Visit our parking infringement page for more information about: <ul style="list-style-type: none"> Disputing your infringement 	Magistrates' Court www.mcv.vic.gov.au Fines Victoria www.online.fines.vic.gov.au



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	<ul style="list-style-type: none"> • Payment arrangements • Extension of time • Nominating another driver 	
Planning	<p>Visit the following pages for more information regarding planning related complaints:</p> <ul style="list-style-type: none"> • planning investigations • planning objections 	<p>VCAT</p> <p>www.vcat.vic.gov.au</p>
Privacy	<p>All privacy complaints including handling of health information must be referred immediately to Council's privacy officer for assessment and response privacyofficer@frankston.vic.gov.au.</p> <p>For more information visit our privacy page.</p>	<p>Office of Victorian Information Commissioner</p> <p>www.ovic.vic.gov.au</p> <p>Health Complaints Commissioner</p> <p>www.hcc.vic.gov.au</p>
Traffic and roads	<p>Transport Victoria look after all matters relating to road rules and safety. for matters relating to:</p> <ul style="list-style-type: none"> • Public transport, roads, paths, and vehicles • Speed limits • Tow truck complaints • Reporting a hazard 13 11 70 	<p>Transport Victoria</p> <p>www.transport.vic.gov.au</p>

5. Roles and Responsibilities

All Council officers, volunteers and contractors who have contact with customers

- Familiarise themselves with this policy and Council's complaint management procedure.
- Complete all training and development relating to complaint handling as required.
- Assist all customers in the process of making a complaint.
- If they receive a complaint directly that they ensure that it is registered in the customer request system (CRM).

Chief Executive Officer

- The CEO is responsible for assessing and assigning a complaint for internal review.
- At the conclusion of an internal review, the CEO will provide the outcome in writing.
- The CEO will refer all Tier 1 and 2 complaints to the appropriate business area for investigation.



Councillors

- Councillors are responsible for adhering with this Policy, which takes into account service performance principles and the complaint requirements under the Local Government Act 2020, to avoid breaching the Model Councillor Code of Conduct.
- If a Councillor receives a complaint from a member of the community, they should direct them to Council's customer channels to make a complaint in accordance with this policy.

Council

- Council must follow statutory processes and deal with complaints in accordance with the law.
- Council has the discretion to refuse to deal with a complaint which is otherwise subject to statutory review.

Council officer

- Responsible for clarifying each complaint received, and either resolving the complaint where appropriate or ensuring it is entered into the correct system to be actioned.
- Where a Council officer requires assistance of advice from a supervisor, they will assist and investigate to enable the complaint to be resolved at the first point of contact.
- Complaints that cannot be managed at first point of contact will be assigned for investigation.

Contract Managers

- All officers who are responsible for managing a contractor must ensure that the contractor has a complaint handling procedure and that this is complied with throughout the duration of the contract.

Contractors (Third Party)

- As part of the request for tender or quotation process a contractor/consultant must provide details of their complaints handling procedures.
- Throughout the term of the contract, they must abide by these procedures, unless otherwise specified by the Council contract manager.

Coordinators and Team Leaders

- Support all Council officers to achieve a resolution.
- Investigate and manage any complaints referred to them as part of a tier 2 complaint, including communicating expected resolution timeframes to the customer and keeping them informed of the investigation.
- They may also provide support to Managers during the investigation stage of a tier 2 complaint.



Managers and Directors

- Are responsible for Investigation and management of any complaints referred to them as part of a tier 2 complaint, including communicating expected resolution timeframes to the customer and keeping them informed of the investigation.
- Managers and Directors may need to review a tier 2 complaint as part of the escalation process within their own department or directorate.
- They will inform the customer of their right to escalate the complaint further for internal review if they are not satisfied with the outcome or process.
- Managers and Directors may be required to undertake an internal review as part of a tier 3 complaint at the request of the CEO.

6. Policy non-compliance

Section 107 Complaints Policy of the Local Government Act 2020 outlines the requirements as follows:

- (1) A Council must develop and maintain a complaints policy that includes—
 - (a) a process for dealing with complaints made to the Council; and
 - (b) a process for reviewing any action, decision or service in respect of which the complaint is made; and
 - (c) a discretion for the Council to refuse to deal with a complaint which is otherwise subject to statutory review; and
 - (d) the prescribed processes for dealing with complaints about the Council; and
 - (e) the prescribed processes for internal review of complaints made to a Council; and
 - (f) the prescribed processes for exercising the discretion referred to in paragraph (c); and
 - (g) any other matter prescribed by the regulations.
- (2) A review process must provide for a review that is independent of—
 - (a) the person who took the action; and
 - (b) the person who made the decision; and
 - (c) the person who provided the service.
- (3) For the purposes of the complaints policy, **complaint** includes the communication, whether orally or in writing, to the Council by a person of their dissatisfaction with—
 - (a) the quality of an action taken, decision made, or service provided by a member of Council staff, or a contractor engaged by the Council; or
 - (b) the delay by a member of Council staff or a contractor engaged by the Council in taking an action, making a decision or providing a service; or
 - (c) a policy or decision made by a Council or a member of Council staff or a contractor.



(4) A Council must develop the first complaints policy under this section within 6 months of the commencement of this section.

Failure to comply with this Policy may constitute a breach of the Local Government Act 2020 and other relevant legislation.

Non-compliance with this Policy also has the potential to negatively impact on the reputation of individual Councillors, contractors and the Council.

7. Definitions

Chief Executive Officer means the person appointed by a Council under section 44 to be its Chief Executive Officer or any person acting in that position

Complaint means a written or oral expression to the Council by a person of their dissatisfaction with the quality of an action, decision or service provided by Council staff or a contractor; a delay by Council staff or a contractor in taking an action, making a decision or delivering a service; or a policy or decision made by the Council, Council staff or a contractor.

Council means a municipal Council whether constituted before or after the commencement of the definitions of the Local Government Act 2020

Council officer means member of Council staff that is a natural person appointed by the Chief Executive Officer (other than an independent contractor under a contract for services or a volunteer) under section 48 of the Local Government Act 2020 to enable a) the functions of the Council under this Act or any other Act to be carried out and b) the Chief Executive Officer to carry out their functions.

Note the Chief Executive Officer is also a member of Council staff.

Councillor means the person who holds the office of a member of Council

Service request means any contact with Council that seeks assistance; access to a new service; advice or information; or to report an issue.

8. Related documents

8.1 Victorian Legislation

- Charter of Human Rights and Responsibilities Act 2006



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- Health Records Act 2001
- Local Government Act 2020
- Privacy and Data Protection Act 2014
- Public Interest Disclosure Act 2012

8.2 Council policies and protocols

- Customer Service Promise
- Privacy Policy
- Public Interest Disclosure Policy
- Unreasonable Customer Conduct Protocol

8.3 Other external publications

- Model Councillor Code of Conduct, Local Government Victoria
- Councils and complaints - A Good Practice Guide, Victorian Ombudsman

9. Implementation of the Policy

This Policy (in conjunction with other Related Documents) will be published on Council's website and intranet so that it can be referred to by the community and employees of Council, including contractors and agency and/or labour hire staff engaged by Council, Audit and Risk Committee Members, and Councillors.

10.Document History

Date approved	Change type	Version	Next review date
20 September 2021	Policy adopted by Council	1.0	2024
	Policy reviewed and updated to align with legislation and external oversight bodies	2.0	
12 May 2025	Policy adopted by Council	2.0	2029





Ballam Park Homestead Working Group Terms of Reference A5496268

1. Purpose

The purpose of the Ballam Park Homestead Working Group is to collaborate with and support the Frankston Historical Society Committee (AKA Ballam Park Homestead Committee) to plan for a sustainable governance and operational model for the Homestead into the future.

2. Objectives

- To identify and recommend governance and operational models that support the long-term operation of Ballam Park Homestead.
- To develop a plan to ensure financial sustainability and resilience.
- To support strategic planning for visitor engagement, programming, and preservation of the Homestead's historical significance.
- To foster collaboration between the Frankston Historical Society, Council, and the broader community.
- To provide recommendations to the Frankston Historical Society of sustainable practices and governance structures.

3. Membership

3.1. Composition

The Working Group will consist of up to seven (7) members comprising:

- a) Up to three (3) individuals representing the Frankston Historical Society Committee.
- b) Up to three (3) Council Officers will also participate to provide administration support and strategic advice (senior Council officer to be chairperson).
- c) The Mayor and/or his delegate (optional).

3.2. Period of Tenure

- a) This is intended as a short to medium term working group that will cease to operate once the project is complete.

3.3. Selection Criteria

- a) Frankston Historical Society representatives must be current committee members.
- b) Council Officers will be nominated internally by Council's Management.

3.4. Appointment Process

- a) Frankston Historical Society Committee will internally nominate their representatives.

- b) Council Officers will be nominated internally by Council's Management
- c) Involvement of the Mayor and/or their delegate is at the Mayor's discretion.

3.5. Appointment of Chairperson

- a) The Senior Council Officer (or their delegate) will operate as the Chair of the Working Group.

3.6. Responsibilities

- a) **Chair:** Conduct meetings and facilitate inclusive discussion.
- b) **Working Group Members:** Actively participate, contribute ideas, and respect different views.
- c) **Council Officer / Secretarial Officer:** The council officer/support officer will:
 - i. Provide secretarial support.
 - ii. Distribute Terms of Reference to new members.
 - iii. Facilitate good governance practices including managing conflicts of interest.

3.7. Professional Conduct

Working Group members are expected to act respectfully, collaborate constructively, maintain confidentiality, and uphold the principles of transparency and good governance.

4. Meetings

4.1. General

- a) Meetings are not open to the public.
- b) The Working Group does not have formal quorum requirements.
- c) The Working Group has no delegated authority to make decisions on behalf of Council nor the Frankston Historical Society Committee.
- d) The Group will aim to form consensus positions; in the event of a tied vote, the Chair has a casting vote.
- e) Special guest or subject matter experts may be invited with the approval of the Chair.
- f) Conflicts of Interest must be declared and recorded at the start of each meeting.

4.2. Frequency

- a) Meetings will be held as required.
- b) Meetings may be cancelled or rescheduled if necessary.
- c) Additional meetings can be convened at the discretion of the Chair.
- d) Meetings will be held at a Council venue or the Ballam Homestead or virtually as required.
- e) Each member is expected to attend at least 75% of scheduled meetings.

4.3. Agenda and Minutes

- a) Agendas circulated five business days prior; meeting notes identifying key actions to be circulated within ten business days after the meeting.
- b) Consensus positions will be recorded in the meeting notes.



- c) The Working Group is not considered a formal Council Committee and as such the meeting notes will not be included in public Council reporting Processes.
- d) Meeting notes will be uploaded to the Councillor Portal.

5. Confidentiality

- Members must exercise discretion and protect the confidentiality of discussions and documents.
- No public comment is to be made on behalf of council or the Frankston Historical Society by Working Group members.

6. Conflict of Interest

Members must declare conflicts of interest in accordance with the Local Government Act 2020 and Council's Conflict of Interest Policy and withdraw from discussion of relevant matters.

7. Definitions

CEO: Chief Executive Officer at Frankston City Council.

Councillor: Elected member of Frankston City Council.

Council: Frankston City Council.

Quorum: minimum number of members required to conduct business.

Conflict of interest: Competing interests that could impair impartiality.

8. Review of the Terms of Reference

The Terms of Reference will be reviewed and amended as needed, with updates authorised by the Director Communities.

Version	Effective from	Approved by	Change Type
V 1.0	May 2025	Director Communities	Created



Executive Summary**12.2 Consolidated Performance Report - including Peninsula Leisure - Q3 - January to March 2025**

Enquiries: (Caroline Reidy: Corporate and Commercial Services)

Council Plan

Level 1:

6. Progressive and Engaged City

Level 2:

6.1 Ensure sustainable financial management and the strategic allocation of resources to deliver planned infrastructure and services

Purpose

To present to Council the 2024-25 Quarter Three Consolidated Performance Report and 2024-25 Quarter Three Peninsula Leisure Performance Report.

Recommendation (Director Corporate and Commercial Services)

That Council:

1. Receives the Consolidated Quarter Three January to March 2025 Performance Report;
2. Receives the Peninsula Leisure Quarter Three January to March 2025 Performance Report; and
3. Resolves that Attachment B - Peninsula Leisure Quarter Three January to March 2025 Performance Report - remains confidential indefinitely as it contains private commercial information (*Local Government Act 2020, s(3)(g)*). These grounds apply because the information is provided by a business, commercial or financial undertaking and, if released, would impact the relationship between Council and Peninsula Leisure Pty Ltd.

Key Points / Issues

Council adopted the 2024-28 Budget and year 4 Council Plan Actions at the Council Meeting held on 3 June 2024.

Definitions:

Operating Result: The operating result is the net financial position and includes the impact of non-operating or once off items such as capital grants. This net position is used to fund the capital works program.

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

Summary of Financial Performance**2024-25 Quarter Three Performance**

- The consolidated financial performance for Frankston City Council (including Peninsula Leisure) is as follows:

12.2 Consolidated Performance Report - including Peninsula Leisure - Q3 - January to March 2025**Executive Summary**

- An actual operating result of \$50.4 million is \$0.8 million unfavourable compared to the budget position which includes an unbudgeted asset transfer writeback for Hall Road of \$8.9 million.
- An **underlying result** of \$37.6 million which is a \$0.8 million favourable variance compared to the quarter 3 2024-25 budget position. Note this includes an unbudgeted asset transfer writeback for Hall Road of \$8.9 million.
- The factors attributed to Frankston City Council's portion of these results are listed under the Financial Performance section in **Attachment A**.
- The balance sheet and cash flow position are currently financially stable as at 31 March 2025.
- The Quarter Three financial performance for Frankston City Council (excluding Peninsula Leisure) is as follows:
 - An actual operating result of \$48.9 million which is \$1.8 million unfavourable compared to the quarter 3 2024-25 adopted budget position noting this includes the asset transfer writeback of Hall Road \$8.9 million to the State Government.
 - An **underlying result** of \$36.1 million which is a \$0.1 million unfavourable variance compared to the quarter 3 2024-25 budget position of \$36.2 million surplus.
- The Quarter Three Performance Report provides a status of actions delivering towards each of the six outcomes identified in the 2021-25 Council Plan. Of the 125 annual actions to be delivered, 99% per cent are on track or have been completed (124/125), with 1 action deferred.
- Key Council Plan performance highlights for this quarter include:
 - Frankston Youth Services conducted 213 programs, youth consultations, and employment initiatives, enhancing educational and social outcomes for young people through collaboration with community partners.
 - The new IT Community Care system has been implemented.
 - The Environmental Sustainability community grant applications for Round Two are now open.
 - The construction of the multilevel car park at Frankston train station has been completed, and Kananook train station is now open.
 - The Waterfront Festival was successfully delivered in a new Friday and Saturday format, proved to be very popular with a positive impact on the nighttime economy.
 - The "Make a Complaint" page on the Council's website was updated, and the revised Complaints Policy was endorsed by the Council in February 2025.
- Peninsula Leisure Pty Ltd (PL) is a company wholly owned by Council and charged with the management of Council's two aquatic facilities and a skatepark – PARC, Pines Forest Aquatic Centre and Frankston Skatepark.

12.2 Consolidated Performance Report - including Peninsula Leisure - Q3 - January to March 2025**Executive Summary**

- The PL Quarterly Performance Report for the period ended 31 March 2025 is attached (Attachment B) and the key highlights include:
 - PL achieved a strong surplus year to date coming in \$0.9 ahead of budget driven by robust cost control with a full year forecast likely to be \$0.4m ahead.
 - Record attendance at both aquatic centres over the summer holiday period.
 - Customer Satisfaction ratings increased for Pines, 8.43 / 10.
 - Can Swim FREE programming reached 1,283 participants over the summer.
 - Tiling replacement works kicked off which will see an investment of approx. \$800,000 from Council.

2024-25 Forecast Full Year Performance

- There are several common economic pressures still affecting the whole local government sector including global economic uncertainty, high interest rates and the increased cost of materials, utilities and other services. Management continues to focus on finding efficiencies across the organisation to ensure Council is well placed to meet these challenges while operating in a revenue-constrained environment.
- Council's consolidated forecast full year **underlying result**, is a deficit of \$14.6 million which is \$6.8 million unfavourable to budget. However excluding the transfer of Hall Road \$8.9 million, the deficit is \$5.7 million and is a \$2.1 million favourable variance compared to the 2024-25 adopted budget position of \$7.8 million deficit.
- Peninsula Leisure Pty Ltd (PL) is forecasting to be \$0.4m ahead of budget for 2024-25.
- Excluding Peninsula Leisure, the forecast full year **underlying position** for Frankston City Council is a deficit of \$14.9 million however excluding the transfer of Hall Road \$8.9 million, is a deficit of \$6.0 million which is \$1.8 million favourable to the annual adopted budget of \$7.8 million deficit and is driven by a continued management commitment to find operational efficiencies across the organisation.
- Operating pressures continue to impact across all areas of Council, in particular on parking infringement income, car park revenue, utility and software maintenance costs. Management have worked diligently to find savings across all service areas of the Council to accommodate these pressures. The economic outlook and the ongoing financial sustainability challenges in the sector mean continued caution is required over the next 12 months and beyond.
- Council's Fit for the Future corporate strategy continues to focus on financial sustainability, capability uplift across the organisation and a continuous improvement approach to our service planning, design and delivery. Each project identified as part of the program will be delivering key benefits such as financial savings, process and time efficiencies, capability uplift and enhanced customer experience.

12.2 Consolidated Performance Report - including Peninsula Leisure - Q3 - January to March 2025**Executive Summary**

- Management reviews the forecast financial position frequently to ensure the organisation is focussed on addressing these challenges early. The financial outcomes are actively monitored to ensure that Council operates within the established budget parameters and builds long term financial sustainability.
- Council's consolidated operational financial result for the forecast full year indicates a surplus of \$9.8 million, this is a \$4.4 million unfavourable variance compared to the 2024-25 adopted budget position of \$14.2 million surplus. This variance is driven by higher than budgeted capital grants income for specific projects and strong cost control in employee costs across the
- The delivery of the 2024-25 Capital Works Program is forecasting expenditure of \$62.4 million which is \$4.3 million higher than the adopted budget of \$58.2 million and reflects the \$8.5 million in works carried forward from the prior year and \$0.8 million is estimated to be carried forward to next year.

Financial Impact

There are no financial implications associated with this report.

Consultation**1. External Stakeholders**

These reports do not require community consultation. EMT have reviewed and endorsed the financial results. Chair of PL, Ms Julie Busch and Chief Executive Officer of PL, Ms Kath Thom provided the Performance Report of Peninsula Leisure.

2. Other Stakeholders

There are no other stakeholders.

Analysis (Environmental / Economic / Social Implications)

This report does not have any environmental, economic or social implications for discussion.

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

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

Legal

The Local Government Act 2020 states that a council must prepare and adopt financial policies that give effect to the financial management principles at section 101:

- Revenue, expenses, assets, liabilities, investments and financial transactions must be managed in accordance with a Council's financial policies and strategic plans.
- Financial risks must be monitored and managed prudently having regard to economic circumstances.

12.2 Consolidated Performance Report - including Peninsula Leisure - Q3 - January to March 2025**Executive Summary**

- Financial policies and strategic plans, including the Revenue and Rating Plan, must seek to provide stability and predictability in the financial impact on the municipal community.
- Accounts and records that explain the financial operations and financial position of the Council must be kept.

Council is required under the Local Government (Planning and Reporting) Regulations 2020 to review the performance of the Council against the Council Plan, at least every six months.

Policy Impacts

Not applicable

Officer's Declaration of Interests

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

Risk Mitigation

Council has implemented a number of risk mitigation processes including:

- Development of a 10-year Financial Plan which assists in determining Council's financial viability into the future.
- Council is subject to an annual external audit process and also has its own internal audit function which reviews critical processes from time to time.
- Council also has an "Instrument of Delegation" which clearly defines each person's level of financial authority.
- Council has numerous policies and internal checking processes to assist with ensuring that Council's processes and source data is accurate, and the risk of fraud is minimised.

Conclusion

The 2024-25 Quarter Three Council plan and Budget Performance Report highlights that Council is performing well against Council Plan actions and overall is making good progress towards their delivery.

Council is working closely with PL to manage the financial implications of the facility. PL's focus on delivering best practice health and wellbeing programs and services for the community remains at the heart of what PL does.

ATTACHMENTS

Attachment A: [↓](#) Consolidated Performance Report Quarter Three January to March 2025

Attachment B: Quarter 3 January to March 2025 Peninsula Leisure Performance Report - **CONFIDENTIAL**

Reports of Officers	127	12 May 2025 2025/CM7
12.2 Consolidated Performance Report - including Peninsula Leisure - Q3 - January to March 2025		
Officers' Assessment		





Acknowledgement

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.

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Frankston City Council's Vision for the 2021-2025 Council Plan and Budget

Frankston City. Our liveable, innovative and proud city.



Message from the Chief Executive Officer



This is a report to our community on our performance against the 2021-2025 Council Plan.

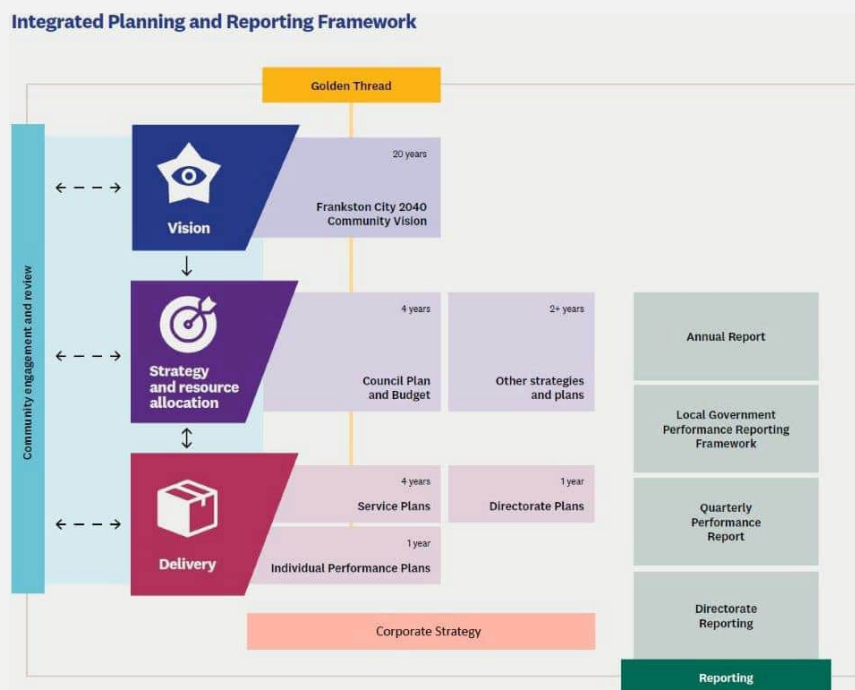
Frankston City is required under the *Local Government (Planning and Reporting) Regulations 2020* to review the performance of the Council against the Council Plan, at least every six months. Our quarterly performance report details Frankston City's progress on initiatives for 2024-2025 identified to work towards the six outcomes identified in the Council Plan.

To address the Governance principles in the *Local Government Act 2020*, Frankston has developed an Integrated Planning and Reporting Framework. The green boxes identify the reporting structure. Progress and results are reported back to the community through the Quarterly Performance Report, Local Government Performance Reporting Framework (LGPRF) and the Annual Report.

The quarterly performance report, along with the annual report are the key points of accountability between Council and our community. This report is for our community on our performance against our Council Plan initiatives.

Integrated Planning and Reporting

To address the Governance principles in the *Local Government Act 2020*, Frankston has developed an Integrated Planning and Reporting Framework. The green boxes identify the reporting structure. Progress and results are reported back to the community through the Quarterly Performance Report, Local Government Performance Reporting Framework (LGPRF) and the Annual Report.



Council Plan Outcomes

Our Council Plan has been developed to improve six key outcomes for Frankston City Council.



Health, safety and wellbeing of the community is improved through the reduction of harms and opportunities for individuals and families to adopt healthy lifestyles.



Strengthening community through resilience, inclusiveness and the enrichment of arts, culture and diversity.



Enhanced sustainability through bold action and leadership on climate change and the protection and enhancement of Frankston City's natural and built environments.



Enhanced liveability through access to, and revitalisation of, Frankston City's places and spaces.



A thriving economy that has strengthened through recovery, created employment and opportunities to build a skilled and educated community that supports sustainable and diverse industries.



A progressive and responsive council that values community voice, service innovation and strong governance.

Our performance

Directorate highlights for Quarter Three 2024-2025

Communities

It's pleasing to see so many actions underway and appropriately progressed at the end of Quarter Three.

The exceptions include actions around the Housing Strategy and the FMAC Structure Plan, both of which are awaiting State Govt decisions to enable their progression.

A number of successful events were held this quarter including a Playgroup Week event held at Overport Playground, a Harmony Day event at the Frankston Library Forecourt. Unfortunately, the Frankston City and Mornington Peninsula LGBTQIA+ Collaborative's participation in the Midsumma Pride March was cancelled due to OH&S concerns around extreme heat. Work is underway to prepare and deliver the Volunteer Thank you Event to be held in May 2025.

Officers finalised the Fire Hazard Inspection program and partnered with Monash University Occupational Therapy students to develop an Inclusive Practices guide for meetings and community events.

Infrastructure and Operations

Council continues to deliver strong outcomes across infrastructure, water management, and active transport initiatives. Key milestones this quarter include adoption of the Frankston City Bike Riding Strategy 2024–2039 and Road Safety Strategy 2025–2030, as well as progress on the Monterey Recycled Water Scheme in partnership with South East Water. Construction is also advancing on major capital projects, including the Langwarrin and Seaford Child & Family Centres, while community infrastructure upgrades such as Ballam Park improvements and the Kananook Commuter Car Park near completion.

With 92% of the annual capital works program now committed and forecast expenditure of \$63.19M, we remain on track to meet delivery targets. Work

continues on reviewing our Long Term Infrastructure Plan (LTIP) to ensure asset renewal priorities are aligned with current needs and recent community feedback. These efforts reflect Council's commitment to sustainability, safety, and enhancing liveability across Frankston City.

Customer, Innovation and Arts

During the third quarter, Council continued the successful implementation of its Fit for the Future Strategy, reinforcing the organisation's foundations by focusing on long-term financial sustainability and enhancing customer-focused service delivery. This strategy is designed to ensure Council remains efficient and responsive to the evolving needs of the community.

As part of the program, the Transparency Hub was migrated to the corporate website. This transition has improved user experience for the community while also delivering cost savings in both project execution and ongoing operations.

The Carlsberg Beach Club was launched in Quarter Three, drawing strong attendance, wide social media engagement, and highly positive feedback from attendees. Similarly, the Frankston Street Art Festival gained significant media attention, including coverage from The Age and major networks—Channels 7, 9, and 10. The festival delivered seven new murals and a projection artwork, enriching the city's cultural landscape for residents and visitors alike.

The Work Ready Program continued to support young people in building practical employment skills, with 15 placements across various departments, including Environmental Health, Community Strengthening, Information Management, Library Services, Arts, and City Futures.

School Holiday Programs remained popular, operating at full capacity. Highlights included excursions to the National Gallery of Australia's Kids on Tour craft activities and the Melbourne Museum's pop-up dinosaur and mega-fauna exhibit, with a total of 830 children participating.

Council also launched its 'Frankston City First' federal election campaign in preparation for the 3 May 2025 federal election. Endorsed at the January

2025 Special Council Meeting, the campaign focuses on four key project areas and is being actively promoted to the community and election candidates. Several significant funding commitments have already been secured through the 2025–2026 Federal Budget, with additional commitments anticipated in the lead-up to election day.

Corporate and Commercial Services

The Corporate and Commercial Services Directorate has continued monitoring Council's sustainable financial management with the adoption of the 2024-2025 Mid-Year Budget position in February. Council's 10-year financial plan is currently under review and will form part of the budget cycle. For the first time the community engagement for the budget 2025-26 was carried out early in the year during January and February 2025 and built on data collected in 2024, with more than 350 community groups contacted for feedback and an online survey on Engage Frankston. A Councillor workshop occurred in March 2025 that considered community engagement results and submissions in their development of the draft Council and Wellbeing Plan.

Enhancements for service planning in quarter three include the review of the integrated planning and reporting framework to strengthen our planning and reporting cycles in line with organisational strategic planning principles. A comprehensive mandatory Councillor Induction Program was completed successfully by all Councillors on 20 March 2025, with declarations witnessed by the CEO.

The 'Can Swim' program progressed strongly for quarter three, the peak of the summer programming period. The team delivered a total of 2,518 touchpoints delivered of the 3,000 target touchpoints for the year. In-water and on dry-land water safety programs were delivered throughout the community at pools, beaches, classrooms, festivals and events.

Year two actions of Council's Waste Circularity Plan are progressing in line with expected timelines. A number of year one actions are ongoing and continue to be delivered. A full four-bin system has been delivered to all residential properties. Service Standards clarifying material content and

delivery dates for all Councils to deliver a new four-bin system to their communities is yet to be released by the State Government. The glass collection service is currently achieving an average presentation rate of 25%. The community is more aware of the new Container Deposit Scheme (CDS) and is using this service alongside the separate glass service.

Council Plan summary

In 2024-2025 there are 125 actions listed in the Council Plan. As at the end of March 2025, 99% per cent were considered on track or completed.

The table below provides a summary of the status of each of the 2024-2025 Council Plan Actions by outcome:

	Completed ✓	On track ●	At risk ●	Critical ●	Deferred ■	Not proceeding ■
Healthy and safe communities	-	19	-	-	-	-
Community strength	1	28	-	-	-	-
Sustainable environment	-	22	-	-	-	-
Well planned and liveable city	1	11	-	-	1	-
Thriving economy	-	15	-	-	-	-
Progressive and engaged city	3	24	-	-	-	-
TOTAL %	4%	95.20%			0.8%	

Refer to Appendix A for progress updates on each action.

Financial summary

The March consolidated surplus of \$37.551 million for the underlying operating result reflects a favourable variance of \$0.832 million compared to the year to date 2024-2025 budget surplus position of \$36.719 million.

Consolidated Income Statement for March 2025

Description	Year to Date		(Fav)/Unfav Variance \$'000
	March-25 Actual \$'000	March-25 Budget \$'000	
<i>Operating</i>			
Revenue	204,254	199,505	(4,749)
Expenditure	167,002	163,198	3,804
Gain/(Loss) on disposal of assets	299	412	113
Underlying operational result	37,551	36,719	(832)
<i>Capital</i>			
Revenue	12,854	14,474	1,620
Operational surplus/(deficit)	50,405	51,193	788

Financial Performance Scorecard (Frankston City Council
excluding Peninsula Leisure Pty Ltd)

The table below highlights Council’s current and projected performance across a range of key financial indicators (KPI’s). KPI’s provide useful analysis of Council’s financial position and performance and should be used in the context of the organisation’s objectives.

Key Indicator	Year to Date
	Actual vs Budget
Operating revenue	●
Underlying operational result	●
Operating result for the year	●
Operating expenditure	●
External Funding sources	●
Investment	●
Working capital ratio	●
Rates collection	●
Loan borrowings	●

- Legend**
- On or better than target
 - 0-10% variance from target
 - Over 10% variance from target

Refer to Appendix B for detailed financial statements.





Healthy and safe communities

Priorities

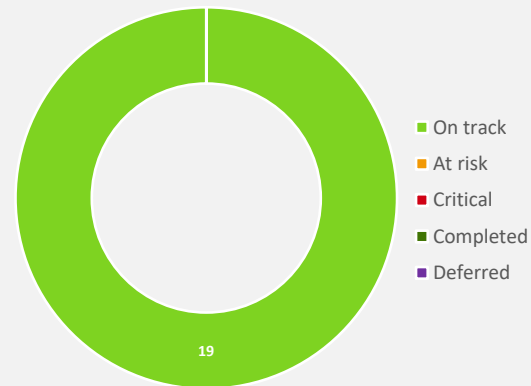
- ✓ Active and healthy lifestyles that support residents living independently longer
- ✓ Long-term health and learning outcomes established in early childhood
- ✓ Reduction of harms from family violence, gambling, alcohol and other drugs
- ✓ Value and support young people

Community Vision 2040 Theme 1
Healthy families and communities

Quarter Three Overview

How we performed

100% per cent of actions completed or on track (19/19)



Highlights

- The Playgroup event held during National Playgroup Week was a great success, receiving positive feedback from the community
- The Rapid Response team conducted one round of the aerosol spray paint test purchase program, and provided support for the re-establishment of the Frankston Neighbourhood Watch
- Council continues to work in partnership with the Australian Sports Commission to promote gender equity in local sporting clubs
- Frankston Youth Services conducted 213 programs, youth consultations, and employment initiatives, enhancing educational and social outcomes for young people through collaboration with community partners



Community strength

Priorities

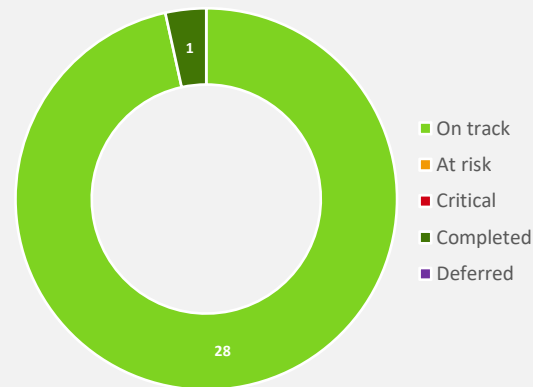
- ✓ Accessibility of services to enhance social inclusion and mental wellbeing
- ✓ Volunteering to build connections and resilience within the community
- ✓ Frankston City's arts and cultural identity

Community Vision 2040 Theme 2
Vibrant and inclusive communities

Quarter Three Overview

How we performed

100% per cent of actions completed or on track (29/29)



Highlights

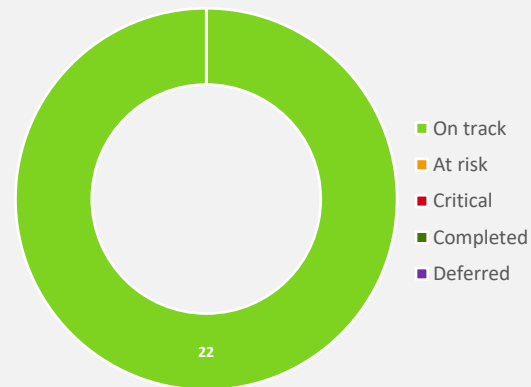
- Engagement for the Community Care services has been conducted, and a report will be prepared for Councillors consideration
- The new IT Community Care system has been implemented
- Lunar New Year and Harmony Day were celebrated in the Library Forecourt, featuring performances and displays from community groups
- Work continues on the Frankston Regional Arts Trail project, which includes the Mitre 10 site as part of the Frankston Street Art Festival
- Monash University student social workers are actively helping to connect library patrons with community resources, crisis accommodation, housing support, mental health counselling, and access to essential services



Quarter Three Overview

How we performed

100% per cent of actions completed or on track (22/22)



Highlights

- The Victorian container deposit scheme (CDS) was made accessible to the community through the installation of a CDS collection facility at the FRRRC
- The Detox "Your Home Service" was offered at FRRRC, allowing residents to safely dispose of unwanted household chemicals
- A specialist consultant has been engaged to review and further refine the Frankston City Flood and Stormwater Management Framework in partnership with Melbourne Water with majority of work expected to be completed by June 2025
- The Environmental Sustainability community grant applications for Round Two are now open
- The Summer School Holiday Rangers program took place in January, with three sessions held at Keast Park and Seaford Beach



Well planned and liveable city

Priorities

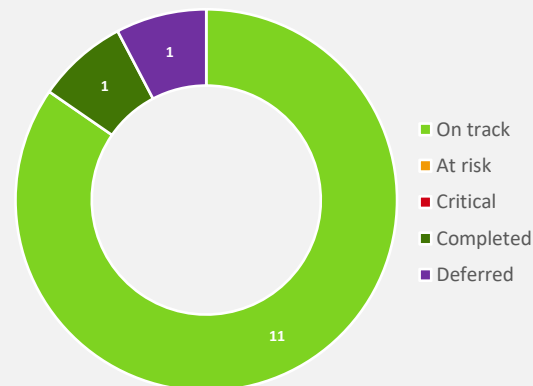
- ✓ Urban design renewal of public places and spaces
- ✓ Connected, accessible, smart and safe travel options
- ✓ Frankston City's identity as a liveable city

Community Vision 2040 Theme 4
Connected places and spaces

Quarter Three Overview

How we performed

92% per cent of actions completed or on track (12/13)



Highlights

- Frankston City Road Safety Strategy and Action Plan 2025-2030 has been completed and adopted by Council as of 24 March 2025
- The Frankston City Bike Riding Strategy 2024-2039 action plan has begun implementation, with the Shared User Path (SUP) on Towerhill Road successfully receiving funding from the Active Transport Fund
- On 24 March 2025, Council resolved to receive and consider the Panel Report, Adopting Planning Scheme Amendment C161fran with changes and authorised officers to submit the amendment to the Minister for Planning for approval
- The construction of the multilevel car park at Frankston train station has been completed, and Kananook train station is now open



Thriving economy

Priorities

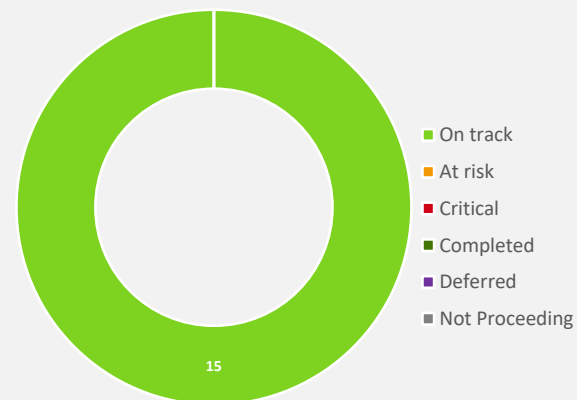
- ✓ Business and industry investment attraction
- ✓ Activity centre precincts
- ✓ Local employment, education and training opportunities for all people

Community Vision 2040 Theme 5
Industry, employment and education

Quarter Three Overview

How we performed

100% per cent of actions completed or on track (15/15)



Highlights

- The Waterfront Festival was successfully delivered in a new Friday and Saturday format, proved to be very popular and had a positive impact on the nighttime economy
- The Frankston Street Art Festival thrived in its first year under the new branding, which was managed in-house
- Council's 2024-25 Business to Business (B2B) Grants were completed, with \$1,000 grants awarded to 100 local businesses, totaling \$207,967 spent locally
- A 'Welcome' email was sent to 83 newly registered businesses, outlining the various support programs offered by the Council



Progressive and engaged city

Priorities

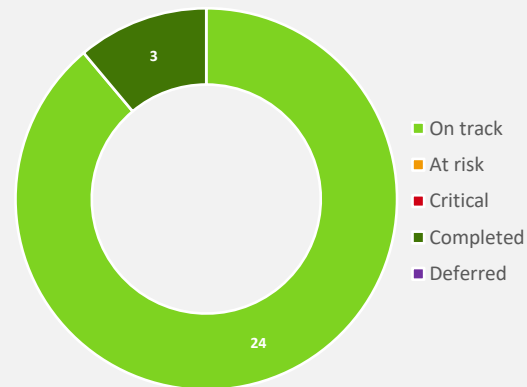
- ✓ Engagement with our community in communication and decision making
- ✓ Future ready service delivery through changes to culture, capability, connectivity and customer experience
- ✓ Sound governance to build trust in the integrity and transparency of Council

Community Vision 2040 Theme 6
Advocacy, governance and innovation

Quarter Three Overview

How we performed

100% per cent of actions completed or on track (27/27)



Highlights

- A public budget submissions meeting was held on February 24, 2025, followed by a Councillor workshop that considered community engagement results and budget submissions received in their development of the new Council and Wellbeing Plan
- All Councillors successfully completed a comprehensive mandatory Councillor Induction Program on March 20, 2025, with declarations witnessed by the CEO
- In January 2025, the Council adopted a Councillor Candidature Policy and an Internal Resolution Procedure for the Councillor Conduct Framework
- The "Make a Complaint" page on the Council's website was updated, and the revised Complaints Policy was endorsed by the Council in February 2025
- The Transformation Hub migration (a key project of the corporate strategy Fit for Future), is now live



Financial Performance

(Frankston City Council excluding Peninsula Leisure Pty Ltd)

The following quarterly financial report provides a summary and analysis of Council's financial performance for the nine months to March 2025. The report is designed to ensure consistency with the 2024-2025 adopted budget, compliance with statutory requirements and to measure Council's overall financial performance.

Financial results for Frankston City Council excluding Peninsula Leisure Pty Ltd

Summary - Income Statement

Description	Year to Date		
	March-25 Actual \$'000	March-25 Budget \$'000	(Fav)/Unfav Variance \$'000
<i>Operating</i>			
Revenue	192,669	188,095	(4,574)
Expenditure	156,876	152,337	4,539
Gain/(Loss) on disposal of assets	299	412	113
Underlying operational result	36,092	36,170	78
<i>Capital</i>			
Revenue	12,854	14,474	1,620
Operational surplus/(deficit)	48,946	50,644	1,698

The underlying operating result for March 2025 reflects a negative variance of \$0.078 million. Council's third quarter underlying operating position is indicating a surplus of \$36.092 million, this is a \$0.078 million unfavourable variance compared to the third quarter 2024-2025 budget position of \$36.170 million surplus.

See **Appendix B, attachment A** for the detailed Frankston City Council income statement.

The consolidated result including Peninsula Leisure is a surplus \$37.551 million which is \$0.832 million favourable compared to budget.

See **Appendix C** for the detailed consolidated income statement.

A summary of the key financial data for Frankston City Council excluding Peninsula Leisure Pty Ltd is as follows:

	Mar-25 YTD Actual \$'000s	Mar-25 YTD Budget \$'000s	Variance \$'000s	Variance %
Underlying operating result (1)	36,092	36,170	(78)	(0.22)%
Cash and investments	57,231	50,352	6,879	13.61%
Capital works expenditure	34,951	39,910	(4,959)	(12.43)%

() Denotes negative result

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

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

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

Income Statement (Frankston City Council excluding Peninsula Leisure Pty Ltd)

The March 2025 financial performance position highlights some key outcomes that are covered in the points below.

Description	Year to Date			Full Year		
	March-25 Actual \$'000	March-25 Budget \$'000	(Fav)/Unfav Variance \$'000	2024-2025 Forecast \$'000	2024-2025 Budget \$'000	(Fav)/Unfav Variance \$'000
<i>Operating</i>						
Revenue	192,669	188,095	(4,574)	202,296	200,056	(2,240)
Expenditure	156,876	152,337	4,539	217,791	208,379	9,412
Gain/(Loss) on disposal of assets	299	412	113	585	549	(36)
Underlying operational result	36,092	36,170	78	(14,910)	(7,774)	7,136
<i>Capital</i>						
Revenue	12,854	14,474	1,620	23,782	22,008	(1,774)
Operational surplus/(deficit)	48,946	50,644	1,698	8,872	14,234	5,362

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

Council's third quarter underlying operating position is indicating a surplus of \$36.092 million, this is a \$0.078 million unfavourable variance compared to the expected third quarter 2024-25 budget position of a surplus of \$36.170 million.

The significant factors which contribute to the variance in the year to date actuals versus the adopted budget are:

Grants – operating – \$0.8 million favourable variance. The increase in government funding relates to the following areas:

- \$0.7 million in Financial Assistance Grants received earlier than budgeted.
- \$0.2 million in Economic Development following the acquittal of the Jobs Advocacy Program.
- \$0.1 million in Waste Circularity due to unexpected grants received.
- \$0.1 million for Kananook Creek dredging.
- Offset by \$0.1 million lower than budgeted Social Inclusion grants (due to lower expenditure in this program) and \$0.2 million lower grants for Family Health Support Services due to lower Aged Care services provided.

User fees and charges– \$1.9 million favourable variance. The increase in user fees and charges relates to the following areas:

- \$0.8 million increase in income received for Frankston Regional Recycling and Recovery Centre due to increased demand for services.

- b. \$0.6 million increase in the Arts Centre due to higher than anticipated year to date activity.
- c. \$0.2 million increase in Aged Community Care, mainly due to increased Meals on Wheels and Home Maintenance services.
- d. \$0.1 million increase in income for Engineering Services, mainly due to continued occupation of land relating to Frankston Hospital.

Other income - \$0.8 million favourable variance. The favourable position in other income is mainly due to:

- a. \$0.2 million increase in Lease income received, mainly due to new annual lease agreement for temporary car park.
- b. \$0.3 million increase in interest on investments due to higher interest rates.
- c. \$0.1 million increase in Waste Circularity due to higher than anticipated income for the Container Deposit Scheme
- d. \$0.1 million increase in Operations due to higher sales at the Indigenous Nursery.

Employee Costs - \$2.4 million favourable variance. The favourable position in Employee costs is mainly due to:

- a. \$0.6 million saving in the WorkCover Premium payment following a lower than industry average performance rating.
- b. \$1.8 million reduction where staff vacancies have existed and have been forecast to potentially continue. Areas most affected by staff vacancies are Operations, Safer Communities, Family Health Support Services and Customer Experience.

Materials and services - \$1.6 million favourable variance. The variance in materials and services is mainly due to:

- a. \$0.9 million lower consultant (\$0.7 million) and Legal (\$0.2 million) costs across the Directorates.
- b. \$0.3 million lower than anticipated expenditure for Utilities. These are expected to be fully spent by the end of the financial year.
- c. \$0.3 million lower than anticipated expenditure for IT software and communications.
- d. \$0.2 million lower in stationery, postage and printing costs across the Directorates.
- e. Offset by \$0.2 million higher than anticipated write-offs for operational works in capital projects from prior years.

Other Expenses - \$8.5 million unfavourable variance. The unfavourable variance in other expenses is mainly due to:

- a. \$8.9 million higher asset write off expenses following the declaration of Hall Road as an Arterial Road (now controlled by the Department of Transport and Planning).
- b. Offset by \$0.3 million lower than budgeted expenditure due to delays in business grants.

Operating Result: The operating result for the first nine months to March 2025 indicates a surplus of \$48.946 million, this is a \$1.698 million unfavourable variance compared to the adopted third quarter 2024-2025 budget position of \$50.644 million surplus. This unfavourable variance is due to the reasons as described above plus an increase of \$0.519 million for monetary contributions offset by a decrease of \$2.139 million in capital grants.

Capital Works Statement (Frankston City Council excluding Peninsula Leisure Pty Ltd)

	Year to Date			Forecast \$'000	Full Year	
	Actual \$'000	Budget \$'000	Variance \$'000		Budget \$'000	Variance \$'000
Total property	7,435	8,913	(1,478)	14,618	13,611	(1,007)
Total plant and equipment	3,762	4,537	(775)	6,826	7,353	527
Total infrastructure	23,775	26,460	(2,685)	40,994	37,196	(3,798)
Total capital works expenditure	34,972	39,910	(4,938)	62,438	58,160	(4,278)
Funding:						
External						
Government grants	10,323	5,405	4,918	20,340	18,693	(1,647)
Contributions	27	210	(183)	545	515	(30)
Proceeds from sale of assets	483	705	(222)	999	999	-
Other income	-	-	-	-	-	-
Total external funding	10,833	6,320	4,513	21,884	20,207	(1,677)
Internal						
Reserve funds	2,191	4,970	(2,779)	7,152	7,380	228
Loan borrowings	-	-	-	3,614	3,750	136
Rates funding	21,948	28,620	(6,672)	29,788	26,823	(2,965)
Total internal funding	24,139	33,590	(9,451)	40,554	37,953	(2,601)
Total funding	34,972	39,910	(4,938)	62,438	58,160	(4,278)

After nine months of the year, expenditure is \$34.972 million against a year to date adopted budget of \$39.910 million.

The delivery of the 2024-2025 Capital Works Program is behind schedule, with a full year adopted budget of \$58.160 million. Refer to **Appendix B Attachment B**.

Balance Sheet (Frankston City Council excluding Peninsula Leisure Pty Ltd)

The balance sheet as at 31 March 2025 indicates a continued satisfactory result. Council's net assets are valued at \$2.264 billion at the end of March 2025 and are forecast to be \$2.318 billion at the end of June 2025.

A comparison of total current assets of \$149.443 million with total current liabilities of \$61.183 million (working capital ratio YTD of 2.44 to 1) depicts a satisfactory financial position.

Schedule of reserves as at 31 March 2025

	Opening Balance 01/07/2024 \$'000	Transfer to reserve \$'000	Transfer from reserve \$'000	Closing balance 31/03/2025 \$'000
Statutory reserves				
Public resort and recreation	2,451	2,417	(1,639)	3,229
Subdivision roadworks	133	-	-	133
Infrastructure assets	74	-	-	74
Car parking	10	-	-	10
Total statutory reserves	2,668	2,417	(1,639)	3,446
Discretionary reserves				
Strategic asset reserve	725	-	(156)	569
MAV LGFV fund	13,916	412	-	14,328
Unexpended grant reserve	727	-	(340)	387
PARC asset management sinking fund	9,792	750	(1,613)	8,929
Capital projects reserve	4,654	1,894	(607)	5,941
Resource efficiency reserve	84	6	-	90
Waste recycling and resource recovery reserve	2,239	-	-	2,239
Economic Development grants reserve	95	-	(45)	50
Total other reserves	32,232	3,062	(2,761)	32,533
Total reserves	34,900	5,479	(4,400)	35,979

The strategic asset reserve has been established to assist in the delivery of community infrastructure highlighted in the Council Plan.

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Balance Sheet (cont'd) (Frankston City Council excluding Peninsula Leisure Pty Ltd)

Trade and other receivables	2023-24	2024-25
	\$'000	\$'000
Current receivables		
Ratepayer receivables	57,943	63,317
Special rates & charges	215	207
Infringements	7,152	7,865
Provision for doubtful debts - infringements	(3,355)	(2,978)
Other receivables	7,284	6,319
Provision for doubtful debts - other debtors	(59)	(62)
	<u>69,180</u>	<u>74,668</u>
Non-current receivables		
Special rates & charges	<u>421</u>	<u>368</u>
Total receivables	<u>69,601</u>	<u>75,036</u>

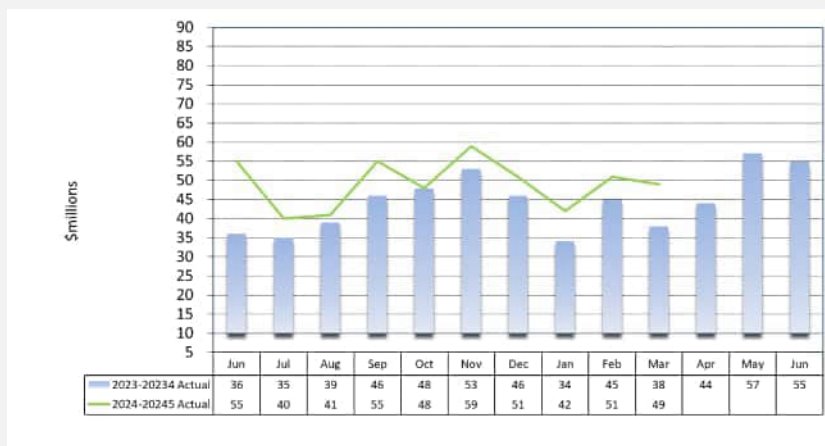
Accounts receivable balances were \$74.668 million as at 31 March 2025, up from \$69.180 million as at 31 March 2024.

For a full balance sheet please refer to **Appendix B Attachment C**.

Cash Flow (Frankston City Council excluding Peninsula Leisure Pty Ltd)

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

The net cash flows from operating activities measure cash generated from Council's ongoing day to day operations. It is imperative that a surplus is generated from cash flows from operations as these funds are used to fund capital works (investing activities) as well as repaying any loans (financing activities). Refer to **Appendix B Attachment D** for the cash flow statement.



Loans (Frankston City Council excluding Peninsula Leisure Pty Ltd)

Council is within the approved principles of loan funding and has ensured that Council is within prudential limits set by the Victorian Government.

Year	New Borrowings \$'000	Principal Paid \$'000	Interest Expense \$'000	Balance 30 June \$'000	Liquidity (CA/CL)	Debt Commit (Debt / Total Rates)	Debt Serv (Serv Costs / Total Revenue)
2020-21	2,930	345	1,452	30,334	2.24	23.20%	1.4%
2021-22	-	3,250	1,427	27,084	1.94	19.98%	3.5%
2023-24	16,577	758	1,617	42,903	1.86	30.50%	1.5%
2024-25	3,750	1,893	2,008	44,760	1.35	30.99%	2.6%
2025-26	15,365	18,024	2,214	42,101	1.44	28.34%	13.1%
2026-27	22,490	4,334	2,450	60,257	1.40	38.96%	4.3%
2027-28	2,000	5,643	2,775	56,614	1.40	35.60%	5.1%
Victorian State Government				High	Below 1.10	Above 80%	Above 10%
Prudential Ratio Limits - Risk Assessment				Medium	1.10 - 1.20	60%-80%	5% -10%
				Low	Above 1.20	Below 60%	Below 5%

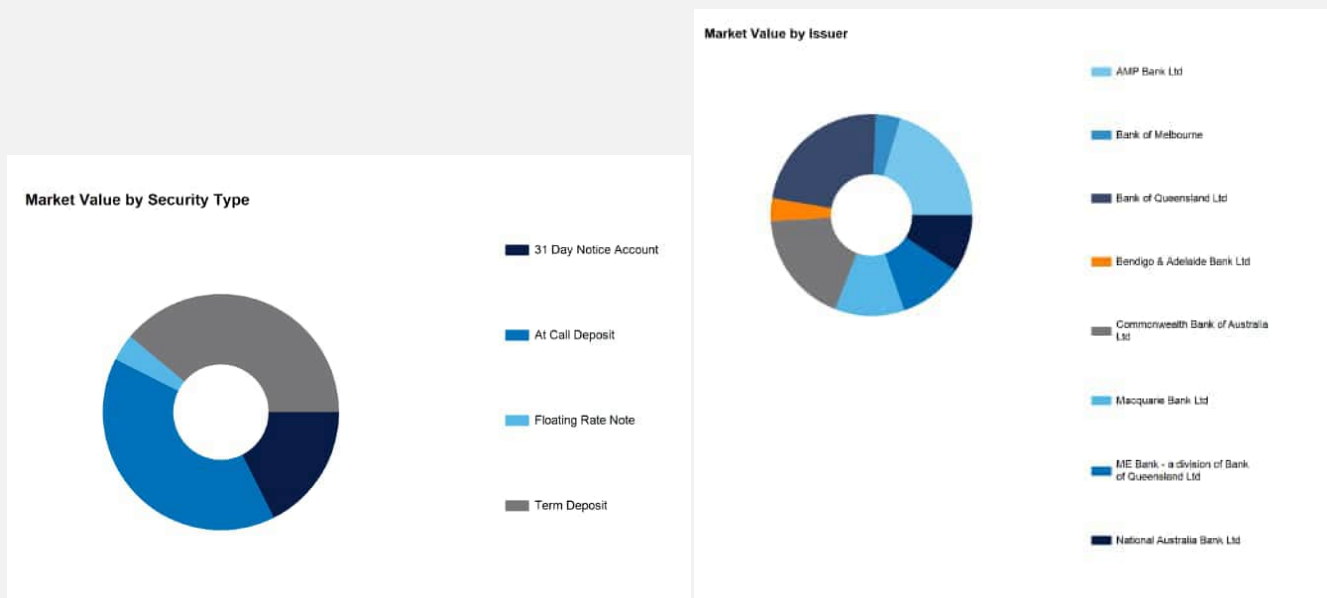
The status of Council's loan borrowings as at the 31 March 2025 are listed in the table below:

Financial institution	Debt principal @ 30-06-2024 \$'000's	Principal repaid \$'000's	New borrowings \$'000's	Debt principal @ 31-03-2025 \$'000's	Interest \$'000's	Loan repayments due over next 12 months \$'000's
National Australia Bank	10,673	340	-	10,333	548	1,183
National Australia Bank - MAV	15,542	-	-	15,542	462	-
Treasury Corporation Victoria	11,600	533	-	11,067	218	1,149
Total	37,815	873	-	36,942	1,228	2,332

Investments (Frankston City Council excluding Peninsula Leisure Pty Ltd)

Council is complying with its Investment Policy (adopted by Council on 16 December 2019) that ensures effective and responsible utilisation of Council's surplus cash funds within the government legislative framework and applicable Federal and State regulations. Council's investment holdings as at 31 March 2025 were \$57.232 million.

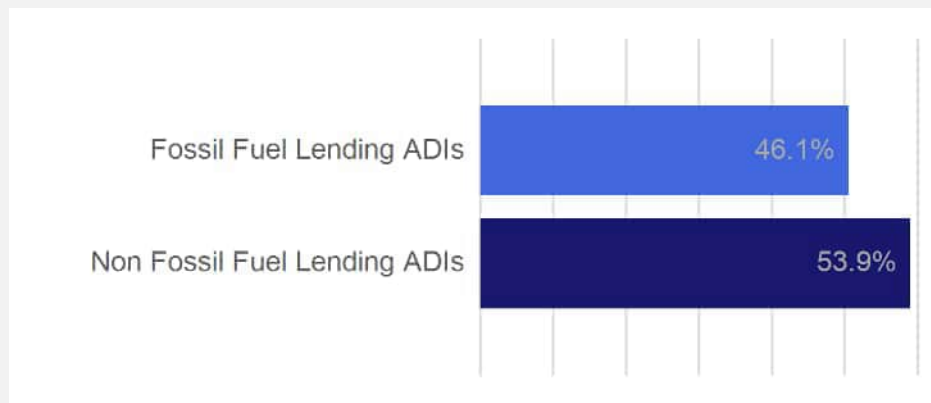
Council's investments as at the 31 March 2025 are listed in the tables below.



Investments cont'd (Frankston City Council excluding Peninsula Leisure Pty Ltd)

Portfolio Fossil Fuel Summary

Council's portfolio comprises 46.1% of investments with non-fossil fuel lenders with the remainder still funding fossil fuel related organisations or programs.



ADIs (Authorised deposit-taking institutions)

Appendix A – 2024-2025 Council Plan Performance: Quarter Three

Annual Council Plan actions are adopted each year in conjunction with the adoption of the Budget. These actions are designed to contribute to the improvement of each of Council's six Council Plan Outcomes.

This report is broken up into each of these Outcomes and for each action a progress comment is provided quarterly along with a status update.

Strategic indicators for each outcome are reported annually.

Status update key:

✓ Completed	Action completed
● On track	Action is underway and tracking well against time frames
● At risk	Action is behind by 10% or more, but will meet target time frames
● Critical	Action is delayed by 25% or more, or needs attention to meet target time frames
■ Deferred	Action has been deferred for completion in 2025-2026
■ Not Proceeding	Action will not be completed

2021-2025 Council Plan and Budget

Reporting across the four years of the 2021-2025 Council Plan and Budget is summarised below. *(As at quarter three 2024-2025)*

	2021-2022	2022-2023	2023-2024	2024-2025
✓ Action completed	123	115	120	5
■ Completion deferred to following year	11	6	4	1

January - March 2025 Council Plan Actions



In 2024-2025 there are 125 actions listed in the Council Plan. As at the end of March 2025, 99% per cent were considered on track or completed.





The table below provides a summary of the current status of each of the 2024-2025 Council Plan Actions by outcome:




	Completed ✓	On track ●	At risk ●	Critical ●	Deferred ■	Not Proceeding ■
Healthy and safe communities	-	19	-	-	-	-
Community strength	1	28	-	-	-	-
Sustainable environment	-	22	-	-	-	-
Well planned and liveable city	1	11	-	-	1	-
Thriving economy	-	15	-	-	-	-
Progressive and engaged city	3	24	-	-	-	-
TOTAL %	4%	95.20%			0.8%	





1 Healthy and safe communities





Initiative progress comments


Four-year Initiatives	Code	What will we do in 2024-2025	Progress Comments	Directorate	Status
Engage families to promote the importance of early childhood education and health	CP-1.1.1	Deliver Maternal and Child Health and early childhood services and programs including immunisation and supported playgroups	Maternal and Child Health & Immunisation services continue to deliver a high-quality service to children and families. A Playgroup Week event was held in March at Overport Playground. A variety of free activities for children were provided to promote playgroups in each local area. The event was well attended with positive feedback received from families. A morning tea for children living in out of home care and their carers was arranged to support families in understanding what services are available to them as carers. The outcome of the morning tea was that the carers are now seeking to develop a new playgroup where they will meet weekly.	Communities	
Maintain systems and capacity to manage and respond to emergency events	CP-1.1.2	Coordinate central registration of enrolments for community kindergartens	Registrations for three and four-year old kindergarten opened 31 March which is later than previous years, this was to provide time for kindergarten providers to share 2026 timetables with us for display on Council's website. Community requested this as part of the last Kindergarten Registration Review. Council accepted a State Government Grant of \$35,000 to support any changes and promotion required for the rollout of Pre-Prep commencing from 2026. Promotion is underway with the development of flyers and real estate boards.	Communities	

Four-year Initiatives	Code	What will we do in 2024-2025	Progress Comments	Directorate	Status
	CP-1.1.3	Implement year four actions for Council's Early Years Plan	The final three actions in year four of the Municipal Early Years Plan were completed. Two of these actions require additional resources and funding, as such staff are continuing to explore cost neutral alternate options to achieve a similar outcome. Evaluation of the plan and all actions has commenced.	Communities	
	CP-1.2.1	Monitor and mitigate key emergency risks to the community	The fire hazard inspection program was finalised in quarter three achieving good outcomes for Council and the community. Enforcement action was only required for those property owners refusing to comply and engage with the Fire Prevention Officer, all other residents contributed to private land fuel reduction. Out of 55 fire prevention notices issued, only six required compulsory clearance action.	Communities	
	CP-1.2.2	Maintain up-to-date emergency management plans and test them to identify and mitigate capability and capacity gaps through training and awareness	Development and planning has commenced for a collaborative, emergency management and risk "Crisis Management Plan". The aim is to ensure Council has robust processes in place to respond effectively to any crisis with current resourcing, whilst minimising impacts to business as usual activities.	Communities	
	CP-1.2.3	Leverage partnerships with key agencies and community groups to improve planning for response to and recovery from emergency events. This will include the development and implementation of an annual training program	Extensive consultation with the Gender and Disaster Pod (State group), has led to a fully funded Gender and disaster training opportunity for members of the Emergency Support Team (those Council staff volunteering to assist in emergencies) to take place in the quarter one of 2025/26.	Communities	

Four-year Initiatives	Code	What will we do in 2024-2025	Progress Comments	Directorate	Status
	CP-1.2.4	Deliver Emergency Management training and exercise	Locally specific training was facilitated for two new Municipal Emergency Management Officers (delegated roles in addition to their current position descriptions for 24/7 availability roster). This training was in addition to formal, offsite training undertaken over two days in February. Planning has commenced to test and identify gaps in knowledge and resourcing between Council's Business Continuity and Emergency Management response through a table top discussion exercise.	Communities	
Encourage active and healthy lifestyles for people of all ages and abilities	CP-1.3.1	Improve the amenity and perceptions of safety across the municipality	Safer Communities is committed to enforcing relevant laws and regulations designed to address both amenity and safety concerns within the community. In line with this, we are undertaking a comprehensive review of our existing processes and service standards to ensure that we are operating as efficiently and effectively as possible. This review also aims to establish clear expectations for both our team and the community moving forward.	Communities	
	CP-1.3.2	Promote and deliver more diverse play and leisure opportunities for residents of all ages to encourage active lifestyles	Recreation team have delivered multiple capital works projects that have assisted in delivering more diverse play and leisure opportunities. The Recreation Team also published regular news and play opportunities in their quarterly newsletter and Frankston News.	Communities	
	CP-1.3.3	Work in partnership with health, education and community organisations including sporting clubs and community gardens to enhance opportunities for improved primary health and participation in passive and active recreation	In quarter three, a grant application was submitted to VicHealth to enhance food security. Community gardens were supported through bi-monthly network meetings and targeted training sessions to improve skills and engagement. Additionally, Council participated in local workshops, strengthening relationships with food relief providers and other community services.	Communities	

Four-year Initiatives	Code	What will we do in 2024-2025	Progress Comments	Directorate	Status
	CP-1.3.4	Implement year four actions for Council's Health and Wellbeing Plan	The implementation of the Year Four Action Plan for Council's Health & Wellbeing Plan is progressing well. Highlights included: activities that celebrated cultural diversity during Harmony Week, including a multi-cultural dance event at Frankston Library; community engagement on the Draft Affordable Housing Policy; staff and community events to celebrate International Women's Day; the launch of the Community Connectors program at Frankston Station to provide support and challenges related to mental health and other issues; and the delivery of the Youth Services school holidays program to engage young people in positive activities.	Communities	
	CP-1.3.5	Continue the 'Can Swim' program of initiatives the Peninsula Leisure operators of PARC	The Can Swim project progressed strongly for quarter three, the peak of the summer programming period. The team delivered a total of 2,518 touchpoints delivered of the 3,000 target touchpoints for the year. In-water and on dry-land water safety programs were delivered throughout the community at pools, beaches, classrooms, festivals and events.	Corporate and Commercial Services	
Advocate for programs and support to reduce harms from family violence, gambling, alcohol and other drugs	CP-1.4.1	Implement Year one Actions of the Family Violence Prevention Action Plan (2024-2028)	Progress on Year One actions of the Family Violence Prevention Action Plan has been steady. Key initiatives include developing a Gender Equality Communication Toolkit for leaders and specialised training for frontline staff to recognize and respond to violence. Council has also led social-action campaigns to raise community awareness, including International Women's Day events in partnership with local organisations such as Frankston Social Enterprise Hub and Peninsula Community Legal Centre.	Communities	
Engage young people to support their educational outcomes	CP-1.5.1	Partner with the Department of Education and Training on Frankston North Strategic Education Plan	Council continues to collaborate with key stakeholders playing a significant role in contributing to the objectives of the Frankston	Communities	

Four-year Initiatives	Code	What will we do in 2024-2025	Progress Comments	Directorate	Status
			North Education Plan (FNEP). The Partnership has a strong focus on sharing resources and information between services further enabling positive outcomes for the children and community.		
	CP-1.5.2	Deliver Youth Services outreach, in-reach and engagement programs	Frankston Youth Services delivered a range of programs to support local young people. In quarter three, 213 programs were delivered on topics such as basketball at secondary schools, WHAT Bus visits to primary schools, and outreach in the local CBD and skatepark areas.	Communities	
	CP-1.5.3	Enable young people to have a voice through Youth Council and youth events	In quarter three, Frankston Youth Services facilitated six youth consultations, providing young people the opportunity to engage in meaningful discussions on local issues. A total of 106 young people participated, sharing valuable input. These consultations were held in collaboration with both internal and external stakeholders.	Communities	
	CP-1.5.4	Deliver the Work Ready Program providing work experience, traineeships and student placement opportunities	15 Work Ready Placements were undertaken in quarter three. Placements included - Environmental Health, Community Strengthening, Information Management, Library, Arts, and City Futures.	Customer Innovation and Arts	
	CP-1.5.5	Provide grants to support students in participating in formal education and recreational programs	Council continues to deliver its Child and Youth Inclusion Grant providing vital support to low income applicants to help them access education and recreation opportunities. The number of applicants to this grant each quarter continues to grow year after year.	Communities	

Four-year Initiatives	Code	What will we do in 2024-2025	Progress Comments	Directorate	Status
	CP-1.5.6	Implement year three actions for Council's Youth Action Plan	In quarter three, Frankston Youth Services collaborated with local employment service providers to support young people in achieving their education and employment goals. The team also assisted with the delivery of the Child and Youth Inclusion Grant and hosted students from alternative education facilities to strengthen educational pathways.	Communities	




Strategic indicators





If we are successful, we will see	Code	Outcome Measure	Progress Comments	Directorate	Status
Increased active and healthy lifestyles that support residents living independently for longer	SI-1.1.1	Proportion of residents reporting long-term health conditions (ABS Census)	Indicator reported annually	Communities	-
Increased active and healthy lifestyles that support residents living independently for longer	SI-1.1.2	Proportion of residents satisfied with sport and recreation facilities (Community Satisfaction Survey)	Indicator reported annually	Communities	-
Improved long-term health and learning outcomes established in early childhood	SI-1.2.1	Proportion of children fully immunised by school age compared to the Victorian state benchmark (LGPRF) (Local Government Performance Reporting Framework)	Indicator reported annually	Communities	-
Reduction of harms from family violence, gambling, alcohol and other drugs	SI-1.3.1	Proportion of residents who feel a safe in public areas in Frankston City (Community Satisfaction Survey)	Indicator reported annually	Communities	-
Reduction of harms from family violence, gambling, alcohol and other drugs	SI-1.3.2	Rate of hospital admissions due to alcohol and other drugs (Turning Point)	Indicator reported annually	Communities	-
Reduction of harms from family violence, gambling, alcohol and other drugs	SI-1.3.3	Rate of reported family violence incidents (Crimes Statistics Agency)	Indicator reported annually	Communities	-
Improved education outcomes through better engagement of young people	SI-1.4.1	Proportion of people attending Tafe or University (Australian Bureau Statistics)	Indicator reported annually	Communities	-




2 Community strength






Initiative progress comments






Four Year Initiatives	Code	What will we do in 2024-2025	Progress Comments	Directorate	Status
Build Frankston City's reputation as an arts, culture and tourism destination	CP-2.1.4	Develop sculpture and eclectic street art culture	The Mile Bridge Gateway Sculpture has been in prototyping stage in quarter three with land approvals being sought. The prototyping stage has not progressed as fast as initially thought which has slowed the process. Fabrication is due to start but the sculptor wants to ensure the accuracy within the prototype first. The purchase of As One, Those That Run With Dingoes and The Swimmer has taken place with installation in the coming months. Planning stage has commenced for the return of the leased sculptures. The Frankston Street Art Festival took place in March which attracted attention from various media outlets from The Age, Channels 7, 9 and 10 which has given great exposure for the re-branding of this event. Seven murals were created with one projection artwork.	Customer Innovation and Arts	
	CP-2.1.5	Implement year two actions of Council's Public Art Strategy	In quarter three, Frankston's Street Art Festival was successfully delivered, creating seven murals and one projection for the enhancement of Frankston and its visitors. The Frankston Special Development School mural was also completed straight after the festival week. For the Frankston Regional Arts Trail, the pier replacement artist has been selected and will be awarded the contract in the coming weeks, the delivery of the first Art Node for the trail at Mitre 10 was also completed.	Customer Innovation and Arts	




Four Year Initiatives	Code	What will we do in 2024-2025	Progress Comments	Directorate	Status
	CP-2.1.6	Implement year two actions of Council's Destination Events Strategy	Continued delivering actions under the Destination Events Strategy (DES) relating to elevated perceptions through high quality events, publicity campaigns, elevated creative and content capture/creation. As well as advocating for Frankston with major event organisers, government and industry groups and sponsors. Carlsberg Beach Club, one of 2 major Destination Events Attraction Program (DEAP) events this season, was delivered within this period, with strong attendance and social media reach, as well as extremely positive sentiment from attendees.	Customer Innovation and Arts	
Enrich the lives of older residents and people with disabilities with opportunities to enable participation and independent living	CP-2.2.1	Deliver Council's annual Seniors Festival, programs and activities to enhance participation and social inclusion	Positive Ageing delivered Seniors Festival 2024 offering 101 events, with 89 events offered free of charge. A total of 2777 people attended, and a diverse program was delivered including live music, dancing, art exhibitions, walking basketball, information sessions, multicultural events and interactive workshops. The Seniors Festival fostered community connections, encouraged new experiences, promoted local seniors clubs, community centres and various community services.	Communities	✓
	CP-2.2.2	Support organisations that are providing valued services to older residents	Council's Positive Aging team have continued to work closely with Seniors Groups across Frankston. One-on-one support has been provided to club representatives to complete the grant application requirements for the next triennial partnership grant.	Communities	
	CP-2.2.3	Implement year four actions for Council's Disability Action Plan	In quarter three, Council entered into a funding agreement with Life Saving Victoria and Seaford Life Saving Club to construct a storage facility at Seaford for Beach Access Matting and a Beach Wheelchair, using State Government funding. The Seaford Life Saving Club managed the	Communities	




Four Year Initiatives	Code	What will we do in 2024-2025	Progress Comments	Directorate	Status
			matting during the first summer season. Council also began moving the booking process for the Beach Wheelchair online.		
	CP-2.2.4	Facilitate improved access for people with disabilities to services and transport options	In quarter three, Council partnered with Monash University Occupational Therapy students to develop an Inclusive Practices guide for meetings and community events. Council developed access keys for Major Events and programs to improve accessibility and sought feedback from the Disability Access and Inclusion Committee on renovation designs for Council Chambers.	Communities	
	CP-2.2.5	Support and promote Culturally and Linguistically Diverse (CALD) and seniors' groups	Culturally and linguistically diverse groups were celebrated with a Harmony Day event held in the Frankston Library Forecourt on Saturday 22 March. The celebration included dances from Chinese Senior Citizens, Frankston Malayee Inc, Filipino Senior Citizens and T'HONI Kapa Haka.	Communities	
	CP-2.2.6	Volunteer Week - Combined Council - Volunteer celebration event	Five planning meetings have been held since February for the Volunteer Thank You event, scheduled to take place at Jubilee Park on Tuesday, May 20th, 2025. The previous event recognized over 15 volunteers from more than 20 volunteer groups.	Communities	
Targeting community needs through development programs and grants	CP-2.3.1	Design Community Development programs to meet resident needs	A tour of the community gardens was organised for 23 Frankston City Council staff to highlight their value, fostering connections between Council departments and garden members. This led to collaborations, including articles in newsletters and a spread in the South Side festival program. The Young Street Community Connectors program was launched to support vulnerable people near Frankston Railway Station.	Communities	

Four Year Initiatives	Code	What will we do in 2024-2025	Progress Comments	Directorate	Status
	CP-2.3.2	Deliver Council's grants program	Council has assessed and awarded Round 2 of the Environmental Sustainability Grant to local community groups and landowners. Assessment and approval of Expressions of Interest for the 2025-2028 triennial Partnership Grants has been undertaken and the Stage 2 application process is now underway.	Communities	
	CP-2.3.3	Build connections between volunteers and volunteer organisations through Impact Volunteering	Volunteering Frankston supported organisations to attract volunteers through continued promotion of the Volunteering Portal as a central access point. The display at the library was well utilised. The volunteer matching and referral service remained active, providing additional support for those seeking local volunteering opportunities.	Communities	
	CP-2.3.4	Implement year four actions from Council's Library Action Plan	Frankston City Libraries celebrated Harmony Week and Cultural Diversity Week through March, with the Love your Library in Your Language campaign taking place. The Culturally and Linguistically Diverse (CALD) network hosted cultural dance and displays from local groups in the library forecourt, and more than 200 people attended Lunar New Year celebrations. To establish the community needs for digital technology and learning, a comprehensive survey asked the community about their technology requirements in the library. Results will dictate future programs and services in this area. School Holiday Programs continue to perform at capacity with 830 attendees. Staff delivered filled events and collaborations enhanced the program with the National Gallery of Australia's Kid on Tour Craft activities and Melbourne	Customer Innovation and Arts	

Four Year Initiatives	Code	What will we do in 2024-2025	Progress Comments	Directorate	Status
			Museum's pop up dinosaur and mega-fauna installation.		
	CP-2.3.6	LGBTQIA+ Collaborative Facilitation	Council co-facilitates monthly Frankston City and Mornington Peninsula LGBTQIA+ Collaborative meetings, bringing together local service providers and community members to improve health and wellbeing outcomes for LGBTQIA+ communities. The Collaborative's participation in the Midsumma Pride March in February was cancelled due to OH&S concerns related to extreme heat.	Communities	
	CP-2.3.7	Social inclusion action group delivery	The Social Inclusion Action Group continues to meet regularly to progress initiatives and partnerships that support social inclusion in Frankston. Two broad stakeholder meetings were held in March to assist the group to develop priority areas of focus and build relationships across the community.	Communities	
	CP-2.3.8	Continue to support the work of Community Support Frankston	Council support of Community Support Frankston remains ongoing via the provision of two permanent full time Council employees, Council building, printing and telephone services and other in-kind support.	Communities	
	CP-2.3.9	Support of the Langwarrin Community Centre	Continued support for Langwarrin Community Centre throughout building works, including collaboration with staff and key stakeholders to ensure the successful delivery of the project.	Communities	
Work with community organisations and groups to develop our future leaders and evolve a diverse culture and gender equality	CP-2.4.1	Continue to build volunteering diversity in community organisations	Two Volunteer manager training sessions were held in quarter three to build capacity in volunteer organisations; these sessions included "The Tuff Stuff" focused on managing performance of volunteers and "Navigating Boundaries". Both sessions were offered free of charge and facilitated by a Volunteering Victoria specialist.	Communities	

Four Year Initiatives	Code	What will we do in 2024-2025	Progress Comments	Directorate	Status
	CP-2.4.2	Expand participation in the culture change program for sporting clubs to achieve greater gender equity in participation and board membership	The Recreation team has worked with the Australian Sports Commission to complete the Women and Girl module for Frankston Sporting Clubs.	Communities	
	CP-2.4.3	Work with schools and disengaged young people to build relationships awareness and enable them to choose respectful relationships	Frankston Youth Services is an active member of the Critical Friends Network through the Department of Education. In quarter three, 22 school programs were delivered to 290 students, incorporating the Respectful Relationships curriculum. These programs also focused on promoting positive behaviours through strong anti-bullying education and engagement strategies.	Communities	
	CP-2.4.4	Promote leadership and governance training opportunities for community members	Frankston Youth Services' two main leadership groups are Youth Council and the Fresh Committee. In quarter three, seven Youth Council meetings and eight Fresh Committee meetings were held. The Fresh Committee delivered an event at the Waterfront Festival, engaging approximately 600 young people, and provided one formal training opportunity.	Customer Innovation and Arts	
Deliver essential advocacy, support and referral services for residents in need	CP-2.5.1	Monitor demographic data trends to inform service plans that meet the future needs of the local community	Council's annual subscription to .id online demographic resources was managed, with demographic data used to inform the development of the new Council & Wellbeing Plan and Affordable Housing Policy, along with a range of other council programs and services.	Communities	
	CP-2.5.2	Provide financial support for material aid through eligible emergency relief and recovery organisations	Emergency Relief activities including direct financial support to the likes of utility companies for urgent and essential bill payments continued. Current statistics for residents assisted by Community Support Frankston (CSF) are exceeding service plan KPI's. Requests for help with essential medicines has increased and other household relayed expenses including essential fuel, food and voucher related	Communities	

Four Year Initiatives	Code	What will we do in 2024-2025	Progress Comments	Directorate	Status
			supports remain persisted during current housing and cost of living pressures and community demand.		
	CP-2.5.3	Deliver Home and Community Care (HACC) and Commonwealth Home Support Program (CHSP) in home services to older residents to enable them to live safely and independently	With the upcoming Aged Care Reform commencing this year the Community Care Team initiated the Community Engagement process for all Community Care services delivered by Frankston City. The purpose of this engagement was to understand the community's needs and preferences regarding future service delivery. The new Community Care Client Management system was implemented in March, the new system will allow for greater privacy, efficiency and reliability which is essential for Council to meet the reform requirements. Due to the work required to implement the new Client Management system, the team temporary ceased accepting new requests for the majority of services. New referrals will be accepted in the near future once the implementation has been completed.	Communities	
	CP-2.5.4	Partner with the housing and homelessness sector to support the Frankston City Strategic Housing and Homelessness Alliance Five-Year Strategic Plan	The Strategic Housing & Homelessness Alliance has not yet met for 2025. Council officers have been reviewing the results of the Strategic Alliance's annual reflections survey to determine the most appropriate way forward to ensure that it remains effective and is an efficient use of Council resources. The Strategic Alliance is next due to meet in quarter four.	Communities	
	CP-2.5.5	Provide referral services through our Neighbourhood House programs and youth services	Youth Services made a total of 133 formal referrals during quarter three. These included referrals to mental health services, homelessness assistance services, educational services, and programs being delivered through Community Centres.	Communities	



Four Year Initiatives	Code	What will we do in 2024-2025	Progress Comments	Directorate	Status
	CP-2.5.6	Winter Shelter Project Concierge	Meetings with Winter Shelter organisers at Peninsula City Church led to plans for the 2025 shelter, with two churches providing venues and volunteers from multiple churches assisting. Temporary Occupancy Permit applications were sent to venues to start the process. Grant funding from Frankston City Council in 2024 enabled the completion of a kitchen upgrade at St. Anne's in Frankston North. Accessible bathroom upgrade plans at Peninsula City Church have been submitted for permit approval.	Communities	
Build acknowledgement and respect for Aboriginal and Torres Strait Islander cultural heritage and history	CP-2.6.1	Implement year three initiatives for Council's Reconciliation Action Plan (RAP)	As part of the Reconciliation Action Plan, Council Departments engaged with the local Aboriginal and Torres Strait Islander community. On February 20th, Waste Circulatory set up a pop-up stall at Nairn Marr Djambana. First Nations performances were promoted, and a 2025 cultural training plan was finalised with sessions by AJ William.	Communities	
	CP-2.6.2	Contribute to the advocacy and planning for the redevelopment of the Nairn Marr Djambana gathering place	Stage 1A contracting and implementation for the multipurpose shed is underway, and officers continue to assist Nairn Marr Djambana to continue their advocacy for the remaining projects.	Communities	





Strategic indicators




If we are successful, we will see	Code	Outcome Measure	Progress Comments	Directorate	Status
Improve accessibility of services to enhance social inclusion and mental wellbeing	SI-2.1.1	Percentage of participation rates of gender diversity, disability and Aboriginal and Torres Strait Islander communities in structured sport (sporting clubs)	Indicator reported annually	Communities	-
Improve accessibility of services to enhance social inclusion and mental wellbeing	SI-2.1.2	Proportion of residents reporting a mental health long-term health condition (ABS Census)	Indicator reported annually	Communities	-
Improve accessibility of services to enhance social inclusion and mental wellbeing	SI-2.1.3	Proportion of residents who agree Frankston City is responsive to local community needs (Community Satisfaction Survey)	Indicator reported annually	Communities	-
Increased volunteering to build connections and resilience within the community	SI-2.2.1	Percentage of residents who volunteer 'sometimes' or 'regularly' (Victorian Population Health Survey)	Indicator reported annually	Communities	-
Increased enjoyment of Frankston City's arts and cultural experiences	SI-2.3.1	Proportion of residents who are satisfied with Arts and cultural events, programs and activities (Community Satisfaction Survey)	Indicator reported annually	Customer Innovation and Arts	-






3 Sustainable environment






Initiative progress comments

Four Year Initiatives	Code	What will we do in 2024-2025	Progress Comments	Directorate	Status
Increase urban forest and canopy coverage to create a greener and cooler city	CP-3.1.1	Implement year five actions for Council's Urban Forest Action Plan	The Environmental Sustainability community grant applications were opened for Round Two. This program and other initiatives are being provided to focus on encouraging residents to contribute to the city's canopy cover and promote the environmental and health benefits of trees on private land. Street tree planting cards with information on the street tree program, to encourage residents to look after their new street tree and a free tree voucher have been design for the 2025 planting season.	Communities	
	CP-3.1.2	Planting 20,000 additional trees as part of the annual municipal wide planning program	Ongoing tree watering continues, although we will look to halt watering in coming Autumn months as rainfall is expected to increase. Tree maintenance officers continue to monitor recently planted trees to ensure good health and no vandalism has occurred. Where trees are found to be dead/vandalised, they are removed and set for replacement planting in the future.	Infrastructure and Operations	
Protect and enhance the natural and coastal environments	CP-3.2.1	Implement year one actions of the Coastal and Marine Management Plan	The Coastal Marine and Management Plan is awaiting ministerial approval. Work has commenced on the Year one actions which focus on growing our understanding of Aboriginal cultural values through engagement with the Bunurong Land Council; continuing work on the management and monitoring of the ecological function of our coastal reserves; water quality improvements; as well as understanding the extent and impact of current and future coastal hazards.	Communities	

Four Year Initiatives	Code	What will we do in 2024-2025	Progress Comments	Directorate	Status
	CP-3.2.2	Implement year four actions for Council's Biodiversity Action Plan	The draft Fauna connectivity report has been provided for Council officer review. Officers have also engaged a specialist report on the findings from a recent Deakin University project that tracked threatened species of Powerful Owl across Langwarrin and Frankston South. This information will also inform the Fauna Connectivity report. Quotes are being sought for track improvement works at Lower Sweetwater Creek. The Environmental Significance Overlay mapping review was sent to the Department of Transport and Planning.	Communities	
	CP-3.2.4	Maintain natural and coastal reserves	2025/26 Annual conservation maintenance programs are underway. Asset Protection Zones have met specification and are now under maintenance to continue meeting specs until Fire Danger Period (FDP) concludes at the end of April. Coastal activities remain centred around presentation and safety to ensure our Coastal areas are safe and accessible during peak visitation season.	Infrastructure and Operations	
	CP-3.2.5	Review and update priority master plans for Open Space	Officers completed due diligence activities to assist with the open space planning of a new district level open space for Skye. Options for a new Langwarrin district level playspace were presented to key internal stakeholders. Site plan was developed for Banyan Reserve Play and Pump Upgrade in Carrum Downs.	Communities	
	CP-3.2.6	Develop and implement formalised monitoring process for park tree maintenance	The Parks tree inspection program is running to schedule as intended. Frankston City Council (FCC) arborists follow up recommendations within the required timelines. FCC tree maintenance officers continue to contribute to the workload within Parks to minimise contractor costs.	Infrastructure and Operations	

Four Year Initiatives	Code	What will we do in 2024-2025	Progress Comments	Directorate	Status
Lessen the severity of climate change through action that enable Council and the community to reduce greenhouse gas emissions	CP-3.3.1	Implement year two actions for Council's Climate Change Strategy and Action Plan including the delivery of the Regional Electric Vehicle (EV) Charging Roadmap	Year two actions for Council's Climate Change Strategy 2023-2030 are underway, including continued progress with the conversion of streetlights to LED technology. Have received a draft report on the transition of Council's fleet to electric vehicles (EVs) including a focus on electric vehicle infrastructure and working with Greater South East Melbourne group on the Roadmap to Net Zero Emissions.	Infrastructure and Operations	
	CP-3.3.2	Ensure Environmentally Sustainable Design (ESD) principles are achieved for new developments, buildings, public realm and places	All new developments requiring a planning permit are assessed to ensure Environmentally Sustainable Design (ESD) requirements are considered including energy, water, stormwater, indoor environmental quality, waste, transport, urban ecology, management and innovation. In quarter three, Council received and assessed 62 ESD development applications with an increase of 18% compared to 2024. Council is a member of the Council Alliance for a Sustainable Built Environment (CASBE) committed to positive change to Victoria's built environment through collaborative, local government led action. Officers attended six CASBE network meetings to ensure Council is up to date with the most current ESD knowledge and aligned with other Victorian Councils. In quarter three, State Government announced the introduction of deemed to comply standards for Low Rise residential dwellings with new provisions for Clause 55 and officers have been working with CASBE to understand the impacts on ESD outcomes.	Communities	
	CP-3.3.3	Implement energy efficient upgrades to Council assets	Energy efficiency upgrades to Council assets for 2024/25 have commenced. Detailed designs for the electrification of the Frankston Arts Centre and Peninsula Aquatic Recreation Centre are	Infrastructure and Operations	

Four Year Initiatives	Code	What will we do in 2024-2025	Progress Comments	Directorate	Status
Improve the quality of recycling, minimise the generation of waste and establish alternatives to landfill disposal			being finalised. Officers will be preparing a grant application to support the works planned for these sites later this financial year.		
	CP-3.4.1	Progress collaborative procurement for an advanced waste processing solution for household rubbish for the South East Melbourne region to deliver a vital alternative to landfill	Collaborative procurement progressing as planned.	Corporate and Commercial Services	
	CP-3.4.2	Deliver a standardised four-bin kerbside collection service to all households with a consistent understanding of acceptable materials for each stream	A full four-bin system has been delivered to all residential properties. Service Standards clarifying material content and delivery dates for all Councils to deliver a new four-bin system to their communities is yet to be released by the State Government.	Corporate and Commercial Services	
	CP-3.4.3	Implement year two actions for Council's Waste Circularity Plan	Year two actions are progressing in line with expected timelines. A number of year one actions are ongoing and continue to be delivered.	Corporate and Commercial Services	
	CP-3.4.4	Increase uptake of the kerbside food waste collection service in single-unit developments and implement the plan to extend this service to multi-unit developments	Households requesting Food Organics Garden Organics (FOGO) starter kits have risen to 35%, due mainly to Council's municipal-wide education initiatives and engaging events throughout the year. Council has effectively connected with residents, offering one-on-one education regarding the new four-bin system. This outreach is increasing awareness and encouraging more residents to adopt the FOGO service, promoting sustainability in the community.	Corporate and Commercial Services	
	CP-3.4.5	Continually monitor the presentation levels of the kerbside separate glass collection service	The glass collection service is currently achieving an average presentation rate of 25%. The community is more aware of the new Container Deposit Scheme (CDS) and is using this service alongside the separate glass service. The changes to the glass collection calendar in March 2025	Corporate and Commercial Services	

Four Year Initiatives	Code	What will we do in 2024-2025	Progress Comments	Directorate	Status
			saw a decrease in the number of bins presented and increased missed bins.		
	CP-3.4.6	Progress the implementation of food waste minimisation initiatives	A range of community education workshops, pop ups and educational communications have been delivered with additional activities planned for the remainder of the year.	Corporate and Commercial Services	
Increase opportunities to experience native flora and fauna	CP-3.5.1	Support Frankston Environmental Friends Network	Council continues to support the Environmental Friends Groups in the organising of their monthly meetings. The Environmental Friends Volunteer Manual is complete and awaiting publication. A stakeholder group has been formed to collaborate in the development of a new resident welcome pack.	Communities	
	CP-3.5.2	Deliver annual environmental programs, such as National Community and School's tree Day and Gardens for Wildlife, to promote behavioural change and positive environmental outcomes	Gardens for Wildlife program visited 7 residents since the new year. The Summer School Holiday Rangers program was held on January 22nd, three sessions were held at Keast Park Seaford Beach to learn about our native flora and fauna, the value of biodiversity conservation, how to help care for our coastal dunes and keep our beaches clean. Preparations are being made for the Indigenous Nursery open Day to be held April 5th.	Communities	
	CP-3.5.3	Ensure reserves are accessible while still protected	Annual Asset Protection Zone (APZ) works including track clearance to ensure all standards and specifications are met are now complete and under maintenance. Gulls Way access beach remains closed. Track 22 Seaford Foreshore also remains closed due to erosion, nearby tracks remain open. Walk over with Coastal Planner will take place in April 2025.	Infrastructure and Operations	
Improve the management of water including flooding risk, water quality of creeks and waterways and the efficient use of water	CP-3.6.1	Progress Monterey Recycled Water project through design, and commence construction in partnership with key stakeholders	Council officers are working in partnership with South East Water (SEW) on the Monterey Recycled Water Scheme. The project is currently in its construction phase managed by SEW, with future works scheduled in Council's LTIP for	Infrastructure and Operations	





Four Year Initiatives	Code	What will we do in 2024-2025	Progress Comments	Directorate	Status
			2025/26 budget period to provide connections to all three Council reserves (Pat Rollo, Monterey Soccer fields and Eric Bell) and to allow for recycled water irrigation.		
	CP-3.6.2	Develop a Frankston Flood and Stormwater Management Framework, and commence implementation of key actions	Draft Framework document developed in-house in 2023/24. A specialist consultant has been engaged to review and further refine the Frankston City Flood and Stormwater Management Framework in partnership with Melbourne Water. Expected completion in September 2025.	Infrastructure and Operations	
	CP-3.6.3	Revitalisation and improving connection to Kananook Creek by supporting Dandenong Catchment	Council officers continue to participate in the Dandenong Catchment Integrated Water Management (IWM) forum meetings, advocating for revitalisation of and improvements to Kananook Creek.	Infrastructure and Operations	

Strategic indicators



If we are successful, we will see	Code	Outcome Measure	Progress Comments	Directorate	Status
Increased climate emergency response and leadership	SI-3.1.1	Council greenhouse gas emissions (Emissions register)	Indicator reported annually	Infrastructure and Operations	-
Increased climate emergency response and leadership	SI-3.1.2	Community greenhouse gas emissions per capita (Emissions register)	Indicator reported annually	Infrastructure and Operations	-
Increased climate emergency response and leadership	SI-3.1.3	Community satisfaction with Council meeting its responsibilities towards the environment (Community Satisfaction Survey)	Indicator reported annually	Communities	-
Increased protection, access and connection to the natural environment	SI-3.2.1	Proportion of beach water quality samples at acceptable Environmental Protection Authority levels (EPA)	Indicator reported annually	Communities	-
Increased protection, access and connection to the natural environment	SI-3.2.2	Proportion of community satisfied with Open space, natural reserves and foreshore (Community Satisfaction Survey)	Indicator reported annually	Communities	-
Increased diversion of waste from landfill	SI-3.3.1	Proportion of collection waste diverted from landfill (LGPRF)	Indicator reported annually	Corporate and Commercial Services	-
Increased tree canopy over reduced urban heat	SI-3.4.1	Percentage of tree canopy cover (DELWP)	Indicator reported annually	Communities	-




4 Well planned and liveable city

Initiative progress comments

Four Year Initiatives	Code	What will we do in 2024-2025	Progress Comments	Directorate	Status
Integrate land use planning and revitalise and protect the identity and character of the City	CP-4.1.1	Deliver revitalisation activities in the Frankston City Centre	A major revitalisation project for this year is the Nepean Boulevard, for which early works greening (planting) and gateway signs were completed in two entry locations to the north and south of the corridor. The Early Works tree illumination project between Davey Street and Beach Street also progressed with detailed design and approvals complete and construction procurement underway. Works were completed for shared path improvements to the Monash Greenlink that better connects the Health and Education Precinct to the Frankston City Centre. Metro Trains Melbourne (MTM) approvals are still being sought to complete the path lighting upgrades.	Communities	
	CP-4.1.2	Deliver year one actions of the Frankston Housing Strategy	The Victorian Government has made a raft of changes to planning in Victoria and is continuing to do so, which is anticipated to extend into quarter four. These changes once finalised are anticipated to provide more clarity as to how not only Frankston City, but all Local Governments will approach the development of Housing Strategies. Given this, the Housing Strategy is still on hold.	Communities	
	CP-4.1.3	Deliver year one actions of the Frankston Metropolitan Activity Centre (FMAC) Structure Plan	Currently waiting for the Minister for Planning to Gazette Planning Scheme Amendment C160fran.	Communities	
	CP-4.1.4	Trial the integration the Vic3D platform into the planning process to support 3D spatial analysis and visualisation of	Statutory Planning and other teams, continue to trial the use of the Vic3D platform. The platform	Communities	

Four Year Initiatives	Code	What will we do in 2024-2025	Progress Comments	Directorate	Status
		proposed developments within the FMAC	continues to be an effective major development assessment and Councillor briefing tool.		
	CP-4.1.5	Develop a landscape guide for developers	The Landscape Guidelines were completed and endorsed by Council at the September 9th meeting. The guidelines are available on Council's Website.	Communities	✓
Improve connectivity and movement and provide transport choices to the community, including walking trails and bike paths	CP-4.2.1	Implement year two actions for Council's Integrated Transport Strategy including review of Bicycle Strategy, to improve transport choices, encouraging safe and accessible active transport and public transport	The new Frankston City Bike Riding Strategy 2024-2039 has been completed and adopted by Council. The new Frankston City Road Safety Strategy and Action Plan 2025-2030 has been completed and adopted by Council. Development of an Active Travel map for Frankston City is underway.	Infrastructure and Operations	●
Provide well designed, fit for purpose, multi-use open spaces and infrastructure for the community to connect, engage and participate	CP-4.3.1	Deliver the Open Space Strategy through a priority program of development and renewals for open space and play spaces	Implementation of the Local Park Action Plan and Frankston Play Strategy deliver priority upgrades for open space and play spaces across Frankston. In quarter three, construction was completed at Lucerne Reserve-Karingal and Adib Reserve-Frankston North. Tenders were awarded for Brunel Reserve-Seaforth, and construction underway at Heysen Reserve-Skye and Sandfield Reserve-Carrum Downs. Design of playspace and park upgrades progressed for Lloyd Park/Pindara Reserve - Langwarrin, Banyan Reserve-Carrum Downs, Ferndale Reserve-Frankston, Heritage Reserve-Skye, Lipton Reserve-Frankston, Rotary Park-Carrum Downs and Alicudi Reserve - Frankston South. Due diligence activities commenced for Burgess Reserve - Langwarrin, Cavill Reserve - Langwarrin and Myrtle Reserve - Langwarrin. Community Engagement on concept designs was undertaken for Monterey Reserve-Frankston North and Banyan Reserve-Carrum Downs.	Communities	●

Four Year Initiatives	Code	What will we do in 2024-2025	Progress Comments	Directorate	Status
	CP-4.3.2	Deliver annual capital works program including key major projects	<p>The annual capital works program is tracking well, with forecast expenditure of \$63.19M and 92% of the total program budget committed with contractors.</p> <p>Major projects are progressing as scheduled. The Ballam Park Storm Water Treatment & Park Improvements project is complete, with a new lake and associated features available for use. The Kananook Commuter Car Park construction is complete awaiting traffic signals to be activated. The Frankston Basketball & Gymnastic Centre project tender for design & construction were awarded by Council on 24 March 2024.</p> <p>Kindergarten reform projects are also progressing well with Baden Powell Kindergarten completed. The Langwarrin and Seaford Child & Family Centres construction are underway with scheduled completion in December 2025.</p>	Infrastructure and Operations	
	CP-4.3.3	Implement year one actions of the Public Toilet Action Plan	In quarter three, the Frankston Public Toilet Action Plan, having been awarded the Planning Institute Australia Victorian State Award for Community Wellbeing and Diversity, advanced to the National Awards which will be announced in May 2025. Implementation of the Public Toilet Action Plan also progressed with concept design progressing for the Seaford Foreshore toilet upgrades at Seaford Road and Armstrongs Road. The Baxter Park bluestone public toilet, identified as surplus, was decommissioned. Construction contract was awarded and commenced for the new public toilet at Sandfield Reserve. A new gender inclusive public toilet signage style guide was also developed.	Communities	





Four Year Initiatives	Code	What will we do in 2024-2025	Progress Comments	Directorate	Status
	CP-4.3.4	Review maintenance and asset renewal programs to enhance safety and presentation of the city	Second dust suppression has been applied by the Roads team. Road Management Plan (RMP) review is continuing. Over 11,000 sqm of graffiti has been removed in quarter three. There has been almost 19 tonnes of litter collected from Council's 24 GPT's.	Infrastructure and Operations	
Innovate with smart technology and initiatives to increase the liveability of the city	CP-4.4.1	Capture real time data to gather insights into liveability	A comprehensive list of sensors and their usability is being worked on. People counters are being installed at Customer Service desk and Libraries.	Customer Innovation and Arts	
	CP-4.4.2	Implement smart parking technologies following Frankston Metropolitan Activity Centre (FMAC) smart parking trials undertaken	Data collected is under review and being considered for other areas as part of broader smart parking project, including making minor adjustments to existing parking restrictions aimed at enhancing turnover.	Infrastructure and Operations	
	CP-4.4.3	Increase collection of various Smart Cities data sets to create insightful reports to help facilitate data driven decision making for Council	The new roadmap has been received. The Initiatives are being discussed to determine the priority and business criticality. Once this is done the list of activities to be taken up for implementation and corresponding schedule will be prepared.	Customer Innovation and Arts	




Strategic indicators

If we are successful, we will see	Code	Outcome Measure	Progress Comments	Directorate	Status
Urban design renewal of places and spaces	SI-4.1.1	Proportion of residents who are satisfied with the design of places and spaces (Community Satisfaction Survey)	Indicator reported annually	Communities	-
Increased travel options that are connected, accessible, smart and safe	SI-4.2.1	Proportion of residents who are satisfied with travel options around the municipality (Community Satisfaction Survey)	Indicator reported annually	Infrastructure and Operations	-
Increased travel options that are connected, accessible, smart and safe	SI-4.2.2	Proportion of residents living within 400m of public transport (Geographic Information Systems - GIS)	Indicator reported annually	Infrastructure and Operations	-
Frankston City's identity as a liveable city	SI-4.3.1	Proportion of residents who are proud and enjoy living in their local area (Community Satisfaction Survey)	Indicator reported annually	Communities	-




5 Thriving Economy

Initiative progress comments

Four Year Initiatives	Code	What will we do in 2024-2025	Progress Comments	Directorate	Status
Activate vacant commercial spaces and underutilised Council assets	CP-5.1.2	Review empty shops in the FMAC and the strategies to encourage occupancy	Economic Development officers continue to support the activation of empty shops in the FMAC area, including continued support of the delivery of the Young Street Action Plan Action 1.2 Council to fund improvements of business frontages along Young Street. Recommendations have been developed for Council funded shop frontage improvements.	Communities	
Remove complexity and provide planning certainty to attract economic investment	CP-5.2.1	Promote Invest Frankston and precinct opportunities	Council's Investment Attraction program made outreach cold approaches to 74 unique potential business operators and responded to 56 unique inquiries and referrals in quarter three. 27 businesses were provided with research, solutions and investment opportunities for consideration that matched their unique needs.	Communities	
	CP-5.2.2	Continue to deliver business improvements to improve statutory planning processes and customer experience	Work continued to progress on implementation of new 'workflow' processes which will improve the functionality of Council's application processing software and allow for efficient tracking of application's and reporting of live data and application statuses.	Communities	
	CP-5.2.3	Maintain and promote Councils business concierge service	Council's Business Concierge program provides assistance to aspiring, new and existing business operators to navigate through Council processes. The Business Concierge program responded to 95 requests in quarter three. The majority of requests were related to Food Services and Beauty businesses and most requests were from businesses located in Frankston.	Communities	

Four Year Initiatives	Code	What will we do in 2024-2025	Progress Comments	Directorate	Status
	CP-5.2.4	Foster and maintain relationships that support businesses, providing excellent customer service and building Frankston City's reputation as a place to do business	Council's 2024-25 Business to Business (B2B) Grants were completed in quarter three with \$1,000 grants provided to 100 local businesses, and \$207,967 in total being spent locally. A 'Welcome' to Frankston City email was sent to 83 newly registered businesses, outlining the various Council supports on offer to them. Council's Local Business Directory popularity further increased with 250 directory listings by the end of quarter three.	Communities	
Strengthen Frankston City as a destination for events and creative arts industries	CP-5.3.1	Expand and deliver a reputation for engaging major and destination events	Increased quality and value of sponsors for the major event season. Significant social media reach, media attention and out-of-area visitation for Destination Events, including the Carlsberg Beach Club and Sand Sculpting Championships. Tourism Marketing team secured extensive print and television coverage for Frankston Street Art Festival - The Age (page 2, feature article), Channel 7, Channel 9 and Channel 10 news pieces. Productive meetings were conducted with relevant industry bodies including - Always Live, Music Vic, and Creative Vic with regards to the Frankston events season. Interest from a higher tier of event organiser - Sony Music Australia and Fever Global.	Customer Innovation and Arts	
	CP-5.3.2	Engage a diverse range of artists and creatives to enhance Frankston as an arts hub	In quarter three, a range of programming activities representing diverse backgrounds and groups took place including the performance and community engagement connected to First Nations show Arterial. National Portrait Gallery touring exhibition Dancer showcases and celebrates dancers from a diverse range of cultural backgrounds and abilities. South Side Festival launch saw the program promise to deliver a range of activity including representation	Communities	

Four Year Initiatives	Code	What will we do in 2024-2025	Progress Comments	Directorate	Status
Elevate Frankston City's identity as an innovation hub and business-friendly city			from First Nations and LGBTQI+ groups, and Australian / Columbian artist Joshua Searle.		
	CP-5.3.3	Highlight Frankston as destination city through a robust marketing campaign that highlights the importance of events, development, investment in a city on the move	The City's ongoing positioning as a hub of growth and development is ongoing. The comprehensive events program is supported by broad communications, and several major developments in the CBD continue to be celebrated.	Customer Innovation and Arts	
	CP-5.4.1	Implement the Sustainable Economy and Skilled Community Strategy	A Strategy Action Plan addresses each of the three Priority Areas of the Strategy: Supporting local business; Investment attraction and economic activation of places; and Council as an enabler. Officers continue to implement this through the provision of range of services and supports for both existing and potential Frankston City business operators.	Communities	
	CP-5.4.2	Deliver year one of the Frankston Industrial Strategy	The Directions Hearing for Planning Scheme Amendment C148fr was held during quarter three and the Planning Panel Hearing scheduled for quarter four. It is anticipated that a report for Council to consider the recommendations of the Planning Panel will occur in quarter one of 2025/26.	Communities	
	CP-5.4.3	Continue to support the Frankston Business Collective	Membership of the Frankston Business Collective continues to grow, with their events attracting strong attendance and generating solid income. Council officers are meeting monthly with the Board and supporting on key initiatives and activities.	Customer Innovation and Arts	
	CP-5.4.4	Further develop the partnership with Frankston Social Enterprise Hub	Regular meetings with the Frankston Social Enterprise Hub (FSEH) have continued throughout the year including discussions regarding the hosting of workshops/training at the FSEH and having a representative from the FSEH speak at other workshops to promote the FSEH co-working space and social enterprises in general.	Communities	






Four Year Initiatives	Code	What will we do in 2024-2025	Progress Comments	Directorate	Status
	CP-5.4.5	Work with Frankston Suburban Revitalisation Board to position Frankston City for economic growth and development opportunities	The Frankston Suburban Revitalisation Board has been established and is actively engaging key stakeholders through regular meetings. Development of the group's Action Plan is well underway and will be confirmed in June 2025. The primary focus is on advocacy opportunities to support the whole of Frankston City.	Communities	
Leverage the emerging connection between Frankston City's café and dining culture through the revitalisation of public spaces	CP-5.5.1	Develop the 'Nepean Boulevard' vision and implementation of Master plan	At the 20 January 2025 Council Meeting 2025/CM2, the Nepean Boulevard was confirmed as one of four advocacy priorities for the upcoming Federal election. At the 29 January 2025 Council Meeting, a more detailed report on this Advocacy Priority was presented. This detailed report highlighted six (6) Key Signature Projects, totalling \$20 million, which comprise this advocacy priority. Since adopting this position, Prime Minister the Hon Anthony Albanese MP announced on Sunday 16 March 2025, the Australian Government has allocated \$50 million of budgeted funding through the Road Blitz program towards the upgrade of the Overton Road and Nepean Highway intersection and improved footpath and cycling connectivity to the Kananook Creek Trail. Council is seeking to work collaboratively with the Department to ensure the best possible outcomes for Frankston City including consideration to other strategic transport and urban infrastructure improvements aligned with the Nepean Boulevard Vision.	Communities	
	CP-5.5.4	Deliver the Frankston Local Shopping Strip Action Plan through a priority program of development and renewals	Local Shopping Strip Action Plan implementation continued in quarter three with concept designs progressing for Mahogany Avenue Shops in Frankston North and Railway Parade Shops in Seaford. Scoping also commenced for minor improvements to occur through the 2025/26 program.	Customer Innovation and Arts	





Strategic indicators

If we are successful, we will see	Code	Outcome Measure	Progress Comments	Directorate	Status
Increased business and industry investment	SI-5.1.1	Number of commercial building approvals (ABS)	Indicator reported annually	Communities	-
Rejuvenated activity centre precincts	SI-5.2.1	Gross local product of the municipality (\$m) (.id)	Indicator reported annually	Communities	-
Rejuvenated activity centre precincts	SI-5.2.2	Percentage of retail vacancy rates (Economic Development Scorecard)	Indicator reported annually	Communities	-
Enhanced local employment, education and training opportunities for all people	SI-5.3.1	Proportion of residents who are unemployed (.id)	Indicator reported annually	Communities	-
Enhanced local employment, education and training opportunities for all people	SI-5.3.2	Proportion of residents who hold either a vocational qualification, diploma/advanced diploma, bachelor degree or higher degree (.id)	Indicator reported annually	Communities	-
Enhanced local employment, education and training opportunities for all people	SI-5.3.3	Proportion of residents employed locally in Frankston City (.id)	Indicator reported annually	Communities	-







6 Progressive and engaged city



Initiative progress comments


Four Year Initiatives	Code	What will we do in 2024-2025	Progress Comments	Directorate	Status
Ensure sustainable financial management and the strategic allocation of resources to deliver planned infrastructure and services	CP-6.1.1	Review and update Council's 10 year Financial Plan to guide budget decisions to ensure they are responsible and sustainable	Council's 10-year financial plan is currently under review and will form part of the budget cycle. The rate cap of 3% announced in December will be reflected in the financial assumptions.	Corporate and Commercial Services	
	CP-6.1.2	Seek alternative revenue sources through service planning and engagement with relevant stakeholders	Service Plans have been completed and reflected in the draft Council and Wellbeing Plan and in the development of the Budget for 2025-26.	Corporate and Commercial Services	
	CP-6.1.3	Continue implementation of the Property Strategy including asset rationalisation and leveraging investment of Council's assets, particularly in the FMAC precinct	Implementation of Council's Property Strategy is ongoing. Internal consultation on the draft Leasing and Licencing Policy has now been completed. The review of under-utilised assets, and those that are surplus to Council requirements has progressed.	Corporate and Commercial Services	
	CP-6.1.4	Enhance procurement processes and practices that support collaboration, innovation, efficiency and agility	Officers are in the final stages of testing the key integration between Council's Finance System (TechOne) and the Contract Management System. This work is being conducted in a 2 stage implementation plan. The first stage will activate the key enhancements within the live environment. Officers have commenced data cleansing prior to making the Contract Management System available to contract managers.	Corporate and Commercial Services	
	CP-6.1.5	Oversee the reporting and governance of Council's subsidiary Peninsula Leisure Propriety Limited to ensure recovery and future growth	Peninsula Leisure Pty Ltd has provided Council with the relevant reporting expected for quarter three. Financial and performance outcomes are tracking well with year-to-date results better than expected. The Pines Forest Pool closed its season on 31 March 2025 with record breaking attendance numbers to the facility. Implementation of the Peninsula Leisure Strategy is on track.	Corporate and Commercial Services	

Four Year Initiatives	Code	What will we do in 2024-2025	Progress Comments	Directorate	Status
	CP-6.1.6	Service Planning framework enhancements	Enhancements for service planning in quarter three include the review of the integrated planning and reporting framework to strengthen our planning and reporting cycles in line with organisational strategic planning principles.	Corporate and Commercial Services	
Enhance strategy, policy and plan development and identify alignment to allow for prioritisation of services that are efficient, well planned, accessible and meet community needs	CP-6.2.1	Implement the Integrated Planning & Reporting Framework for an enhanced Service Governance approach	Management is finalising key procedures to support strategic planning in the creation of new strategic documents. All strategic documents that are reviewed during 2024/25 will have a clear nexus to the Integrated Planning and Reporting Framework.	Corporate and Commercial Services	
	CP-6.2.2	Review Council's assets to ensure they meet community needs	Council's works plan for the development and renewal of its assets is detailed in the Long Term Infrastructure Plan (LTIP). The projects and programs of asset renewal works are currently being reviewed and reprioritised based on the latest asset renewal requirements and strategic service planning. Community feedback received in January / February 2025 in preparation of 2025/26 Council Budget, has also been reviewed and incorporated into the current draft of the LTIP. The work on the LTIP informs the development of the 2025/26 Capital Works Program for the 2025/26 Council Budget.	Infrastructure and Operations	
	CP-6.2.3	Continue to enhance the organisations risk maturity through embedding effective risk management and opportunity awareness	Following the review of the risk management framework with the Audit and Risk Committee at its November 2024 meeting, Councillors were briefed on general risk management and the draft risk appetite statement in February. The business continuity policy and framework, master plan and Information Technology Disaster Recovery Plan have been updated. A review of the strategic risk environment has been completed. The amendments to align the Fraud and Corruption Prevention Plan with the most recent Australian Standard has commenced.	Corporate and Commercial Services	

Four Year Initiatives	Code	What will we do in 2024-2025	Progress Comments	Directorate	Status
	CP-6.2.4	Ongoing implementation of the Workforce Plan to encourage a high performing, inclusive and engaged workforce	The first draft of the new Workforce Plan has been presented to the Executive Management Team (EMT) and received feedback to incorporate for the final version. Officers are now working with the consultants to build in the feedback and finalise the plan for endorsement.	Customer Innovation and Arts	
	CP-6.2.5	Continue with the implementation of the new child safe standards	Actions within the Child Safety Action Plan continues to be completed. The current plan extends into 2026.	Customer Innovation and Arts	
	CP-6.2.6	Implement year three actions for Council's Gender Equality Action Plan	Year three actions have been completed. Year four actions are being finalised, and planning is underway for the 2026-29 Gender Equality Action Plan (GEAP).	Customer Innovation and Arts	
	CP-6.2.9	Community engagement - Affordable Housing Strategy	Council's Draft Affordable Housing Policy was released for community engagement from 21 February to 23 March. 91 surveys were completed with engagement activities including an online survey, four community pop ups, online workshop with the homelessness and community housing sector, targeted focus groups and email invitations.	Customer Innovation and Arts	
	CP-6.2.10	Community engagement - Community Vision, Council Plan, asset plan and financial plan	The creation of the Council Plan, along with the review of the Community Vision, Asset Plan, and Financial Plan, has progressed successfully. The Vision has now been updated and reflected in key documents.	Customer Innovation and Arts	
Lead advocacy engagement and enhance relationships with all tiers of government and key stakeholders	CP-6.3.1	Deliver ongoing implementation of 2021-2025 Advocacy Campaign Plan and build the profile of advocacy priorities through implementation of a communication and engagement plan	Council's 2025 federal election campaign 'Frankston City First' is underway, highlighting four key project areas adopted at the January 2025 Special Council Meeting to community and candidates. A number of key funding commitments have already been secured through the 2025-2026 Federal Budget, with more expected prior to the 3 May 2025 federal election date.	Customer Innovation and Arts	
Enhance customer experience through the transformation of our services to ensure they are easy to access, and provide seamless transactional and interactional experiences	CP-6.4.1	Transformation of our digital platforms, ensuring that they are fully accessible for people of all abilities and cultures	We have continued the development of digitising additional forms across customer service, building services, and health services, while also streamlining submission processes. Confirmation emails for requests and applications received have been revised to provide more prompt feedback to users. Throughout these	Customer Innovation and Arts	

Four Year Initiatives	Code	What will we do in 2024-2025	Progress Comments	Directorate	Status
			improvements, we have maintained AAA accessibility standards in accordance with the Web Content Accessibility Guidelines (WCAG), ensuring our digital services remain highly accessible to all users.		
	CP-6.4.3	Enhance opportunities for community participation in decision making through the Community Engagement Framework	The Community Engagement Policy endorsed by Council in the first quarter of 2025. Multiple avenues for engaging with the community remain in place, as recently demonstrated through the review processes for the Community Vision, Asset Plan, and Financial Plan. The Framework will be updated in the 2025/26 financial year.	Customer Innovation and Arts	
	CP-6.4.4	Implement year four actions from the IT Strategy to support customer experience and the transformation of processes	This initiative progresses with two system projects having gone live which aligns with modernisation of internal platforms and providing efficiencies for the organisation.	Customer Innovation and Arts	
	CP-6.4.5	Increase efforts on cleaning and maintaining our Name and Address register	This initiative progresses through process discussions on how to improve the way we collect name and address information from our community and customers.	Customer Innovation and Arts	
	CP-6.4.6	Digitisation of grave site information at Frankston Memorial Park (the Cemetery)	The project was finalised and delivered in August 2024, which enables management of grave site data through Council's Geographical Information System.	Corporate and Commercial Services	
	CP-6.4.7	Prepare for the Council election period following the VEC's Electoral Structure Review	Preparation for Council's election period is complete. Two candidate information sessions were held, with the Municipal Association of Victoria and Frankston City Council. An Election Period guide was provided to Councillors and staff to educate them on their obligations and the restrictions in place. Internal requests for publications and/or events were certified in accordance with the Election Period Policy.	Corporate and Commercial Services	
	CP-6.4.8	Relaunch of Frankston City News	Frankston City News was relaunched and refreshed in August 2024. The publications continues to be updated each edition to focus on key business and Council deliverables.	Customer Innovation and Arts	

Four Year Initiatives	Code	What will we do in 2024-2025	Progress Comments	Directorate	Status
Support transparent and evidenced based decision making through sharing council data and clear reporting on our measures of success to the community	CP-6.5.1	Monitor Council's Council Plan and Financial performance and prepare a combined Council Plan and budget performance report on a quarterly basis for the community	The quarter two October to December performance report was endorsed by Council at its meeting on 17 February 2025 and then published on the Council website. In addition, the quarter two financial data has been published on the transparency hub.	Corporate and Commercial Services	
	CP-6.5.2	Enhance the transparency hub system to improve customer experience, trust and confidence in Council	As part of the Fit for the Future program, the Transparency Hub has now migrated to the corporate website. The outcome will be an enhanced user experience and will enable the community to access Council related data in a seamless way. Project is tracking well and expected to be delivered ahead of schedule.	Customer Innovation and Arts	
	CP-6.5.3	Proactively increase access to Council's open data to maximise new opportunities for release of records	<p>The new Transparency Hub on Frankston Corporate Website is now live, a key project of the corporate strategy - Fit for the Future program.</p> <p>Key features of the new hub include:</p> <ul style="list-style-type: none"> -Interactive dashboards with better User experience -Fully automated update for some datasets (which are coming from systems like Pathway) -A Data catalogue for easy search -Registers are centralised -GIS visuals can be integrated easily. <p>To access go to: https://www.frankston.vic.gov.au/Council/Governance-and-transparency/Transparency-Hub </p>	Customer Innovation and Arts	
	CP-6.5.4	Progress the data protection and security plan	<p>This action continues as we work through the initiatives under the Protective Data Security Plan to continue to improve our cyber security and data privacy profile.</p> <p>Our Transparency Hub has been migrated to a new platform (PowerBI), and we are continuing to add datasets onto the platform to improve transparency.</p>	Customer Innovation and Arts	

Four Year Initiatives	Code	What will we do in 2024-2025	Progress Comments	Directorate	Status
	CP-6.5.5	Corporate Reporting (Pulse) ongoing upgrades	Management is committed to improving transparency and evidence-based decision-making by enhancing corporate reporting practices and processes, creating platforms to share and utilise key data, and collaborating with the IT department to ensure efficient reporting. These efforts aim to foster an informed and transparent decision-making environment.	Corporate and Commercial Services	

Strategic indicators

If we are successful, we will see	Code	Outcome Measure	Progress Comments	Directorate	Status
Increased engagement with our community	SI-6.1.1	Community satisfaction with Council's community consultation and engagement (Community Satisfaction Survey)	Indicator reported annually	Customer Innovation and Arts	-
Increased engagement with our community	SI-6.1.2	Customer satisfaction with Council's representation, lobbying and advocacy on behalf of the community with other levels of government and private organisations on key issues (Community Satisfaction Survey)	Indicator reported annually	Customer Innovation and Arts	-
Service delivery that frequently meets the needs and expectations of the community	SI-6.2.1	Proportion of resident's satisfaction with the overall Council performance (Community Satisfaction Survey)	Indicator reported annually	Corporate and Commercial Services	-
Service delivery that frequently meets the needs and expectations of the community	SI-6.2.2	Proportion of resident's satisfaction that Council provides important services that meet the needs of the whole community (Community Satisfaction Survey)	Indicator reported annually	Corporate and Commercial Services	-
Service delivery that frequently meets the needs and expectations of the community	SI-6.2.3	Percentage of capital works program delivered (Capital Works Delivery Program) (target 90 per cent)	Indicator reported annually	Infrastructure and Operations	-
Increased satisfaction with the integrity and transparency of Council	SI-6.3.1	Community satisfaction with Council implementing decisions in the best interests of the Community (Community Satisfaction Survey)	Indicator reported annually	Corporate and Commercial Services	-
Increased satisfaction with the integrity and transparency of Council	SI-6.3.2	Community satisfaction with Council's performance in maintaining the trust and confidence of the local community (Community Satisfaction Survey)	Indicator reported annually	Corporate and Commercial Services	-

Appendix B – Financial Statements – Frankston City Council

Attachment A Income Statement for the period ending 31 March 2025

Description	Year to Date		(Fav)/Unfav Variance \$'000	Full Year		(Fav)/Unfav Variance \$'000
	Actual \$'000	Budget \$'000		Forecast \$'000	Budget \$'000	
Revenue						
Rates and charges	150,328	149,649	(679)	150,198	150,092	(106)
Government grants - operating	18,814	17,979	(835)	22,288	21,131	(1,157)
User fees and charges	15,025	13,162	(1,863)	18,069	17,624	(445)
Statutory fees and fines	4,686	4,316	(370)	6,723	6,833	110
Other Income	3,815	2,989	(826)	5,018	4,377	(641)
Proceeds from sale of property, infrastructure, plant and equipment	299	412	113	585	549	(36)
Total income	192,967	188,507	(4,460)	202,881	200,606	(2,275)
Expenditure						
Employee costs	62,808	65,183	(2,375)	86,630	88,215	(1,585)
Materials and services	51,836	53,413	(1,577)	77,600	75,763	1,837
Depreciation	28,065	27,703	362	37,156	36,671	485
Amortisation - intangible assets	1,019	1,019	-	1,359	1,359	-
Amortisation - right of-use assets	23	128	(105)	99	267	(168)
Finance costs	1,228	1,506	(278)	1,744	2,008	(264)
Finance costs - leases	1	4	(3)	5	9	(4)
Bad and doubtful debts	187	192	(5)	256	256	-
Other expenses	11,709	3,190	8,519	12,941	3,831	9,110
Total expenditure	156,876	152,338	4,538	217,790	208,379	9,411
Underlying surplus / (deficit)	36,091	36,169	78	(14,909)	(7,773)	7,136
Contributions - capital	27	513	486	555	515	(40)
Government grants - capital	10,323	12,462	2,139	20,340	18,693	(1,647)
Contributions - non monetary assets	-	-	-	800	800	-
Contributions - cash	2,505	1,500	(1,005)	2,087	2,000	(87)
Surplus / (deficit) for the period	48,946	50,644	1,698	8,873	14,235	5,362

Attachment B Capital Works Statement for the period ending 31 March 2025

	Year to Date			Forecast \$'000	Full Year	
	Actual \$'000	Budget \$'000	Variance \$'000		Budget \$'000	Variance \$'000
Property						
Land	3	-	3	50	-	(50)
Buildings	7,432	8,913	(1,481)	14,568	13,611	(957)
Total Property	7,435	8,913	(1,478)	14,618	13,611	(1,007)
Plant and equipment						
Plant, machinery and equipment	1,982	1,698	284	3,650	3,236	(414)
Fixtures, fittings and furniture	138	315	(177)	365	335	(30)
Computer and telecommunications	1,339	1,924	(585)	2,362	2,982	620
Library books	303	600	(297)	449	800	351
Total Plant and equipment	3,762	4,537	(775)	6,826	7,353	527
Infrastructure						
Roads	2,912	5,122	(2,210)	5,080	5,735	655
Bridges	205	99	106	420	100	(320)
Footpaths and cycleways	2,295	2,947	(652)	4,853	4,940	87
Drainage	521	1,209	(688)	1,629	2,093	464
Recreational, leisure and community facilities	4,629	5,285	(656)	6,985	5,999	(986)
Waste management	-	-	-	20	-	(20)
Parks, open space and streetscapes	7,994	8,088	(94)	16,562	14,619	(1,943)
Off street car parks	5,219	3,710	1,509	5,445	3,710	(1,735)
	-	-	-	-	-	-
Total infrastructure	23,775	26,460	(2,685)	40,994	37,196	(3,798)
Total Capital works expenditure	34,972	39,910	(4,938)	62,438	58,160	(4,278)
Represented by:						
Renewal	17,677	22,430	(4,753)	28,052	30,496	(2,444)
New	11,394	10,360	1,034	23,438	15,916	(7,522)
Upgrade	4,709	4,709	-	8,351	7,554	(797)
Expansion	1,192	2,411	(1,219)	2,597	4,194	1,597
Total Capital works expenditure	34,972	39,910	(4,938)	62,438	58,160	(4,278)

Attachment C Balance Sheet for the period ending 31 March 2025

	Prior Year Full Year \$'000	Year to date Actual 2024-2025 \$'000	Full Year Budget 2024-2025 \$'000		Prior Year Full Year \$'000	Year to date Actual 2024-2025 \$'000	Full Year Budget 2024-2025 \$'000
Assets				Liabilities			
Current assets				Current liabilities			
Cash and cash equivalents	54,851	49,455	28,309	Trade and other payables	24,805	10,309	20,005
Trade and other receivables	34,937	74,668	25,645	Trust funds and deposits	6,638	12,176	7,151
Other financial assets	8,547	23,129	27,049	Unearned income	19,218	19,982	3,134
Inventories	202	242	169	Provisions	17,632	17,458	16,971
Non-current assets held for sale	-	-	-	Lease liability	34	19	179
Other assets	4,332	1,949	5,070	Interest-bearing loans and borrowings	1,260	1,240	17,762
Total current assets	102,869	149,443	86,242	Total current liabilities	69,587	61,184	65,202
Non-current assets				Non-current liabilities			
Trade and other receivables	414	368	221	Provisions	4,257	5,331	1,499
Investment in subsidiary	300	300	300	Interest-bearing loans and borrowings	36,555	35,703	28,755
Other financial assets	3,507	2,007	-	Lease liability	11	-	180
Intangible assets	3,016	2,068	3,829	Total non-current liabilities	40,823	41,034	30,434
Right of Use	28	6	342				
Property, infrastructure, plant and equipment	2,113,274	2,109,971	2,226,720	Total liabilities	110,410	102,218	95,636
Total non-current assets	2,120,539	2,114,720	2,231,412				
Total assets	2,223,408	2,264,163	2,317,654	Net assets	2,112,998	2,161,945	2,222,018
				Equity			
				Accumulated surplus	862,529	910,396	849,267
				Other reserves	1,250,469	1,251,549	1,372,751
				Total equity	2,112,998	2,161,945	2,222,018

Attachment D Cash Flow Statement as at 31 March 2025

Description	2023-2024	Mar-25	2024-2025
	Actual \$'000	Actual \$'000	Budget \$'000
Cash Flow from operating activities			
Rates and charges	141,960	110,965	150,023
Grants - operating	11,749	19,398	21,529
Grants - capital	33,346	11,481	18,693
User fees	17,616	12,430	18,940
Statutory fees and fines	5,799	4,191	7,070
Contributions - monetary	4,155	2,531	2,528
Interest received	2,749	1,497	1,871
Other receipts	3,145	2,174	2,821
Net GST refund	(962)	2,241	10,820
Net movement in trust funds	1	5,538	235
Employees costs	(82,775)	(65,073)	(87,987)
Materials and services	(62,498)	(60,480)	(87,279)
Short-term, low value and variable lease payments	(403)	(381)	(299)
Other payments	(3,147)	(2,423)	(3,687)
Net cash provided by/(used in) operating activities	70,735	44,089	55,278
Cash flows from investing activities			
Payments for fixed assets	(83,389)	(34,952)	(56,660)
Proceeds from sale of assets	749	518	999
Payments for Investments with greater than three months maturity	23,503	(13,082)	2,500
Net cash provided by/(used in) investing activities	(59,137)	(47,516)	(53,161)
Cash flows from financing activities			
Finance costs	(1,468)	(1,070)	(2,008)
Interest paid - lease liability	(3)	(1)	(9)
Repayment of lease liability	(40)	(26)	(215)
Proceeds of borrowings	9,400	-	3,750
Repayment of borrowings	(427)	(872)	(1,893)
Net cash provided by/(used in) financing activities	7,462	(1,969)	(375)
Net increase (decrease) in cash and cash equivalents	19,060	(5,396)	1,742
Cash and cash equivalents at the beginning of the year	35,791	54,851	26,879
Cash and cash equivalents at the end of the year	54,851	49,455	28,621

Appendix C – Consolidated Income Statement including Peninsula Leisure Pty Ltd

Description	Year to Date			Full Year		
	Actual \$'000	Budget \$'000	(Fav)/Unfav Variance \$'000	Forecast \$'000	Budget \$'000	(Fav)/Unfav Variance \$'000
Revenue						
Rates and charges	150,328	149,649	(679)	150,198	150,092	(106)
Government grants - operating	18,813	17,979	(834)	22,288	21,131	(1,157)
User fees and charges	25,169	23,257	(1,912)	29,934	31,083	1,149
Statutory fees and fines	4,686	4,316	(370)	6,723	6,833	110
Other Income	5,258	4,304	(954)	6,873	6,129	(744)
Proceeds from sale of property, infrastructure, plant and equipment	299	412	113	585	549	(36)
Total income	204,553	199,917	(4,636)	216,601	215,817	(784)
Expenditure						
Employee costs	69,631	72,281	(2,650)	96,397	98,436	(2,039)
Materials and services	54,638	56,500	(1,862)	80,396	79,879	517
Depreciation	28,178	27,866	312	37,320	36,888	432
Amortisation - intangible assets	1,025	1,019	6	1,359	1,359	-
Amortisation - right of-use assets	23	128	(105)	99	267	(168)
Finance costs	1,228	1,506	(278)	1,744	2,008	(264)
Finance costs - leases	1	4	(3)	5	9	(4)
Bad and doubtful debts	187	192	(5)	256	256	-
Other expenses	12,092	3,703	8,389	13,580	4,514	9,066
Total expenditure	167,003	163,199	3,804	231,156	223,616	7,540
Underlying surplus / (deficit)	37,550	36,718	(832)	(14,555)	(7,799)	6,756
Contributions - capital	27	513	486	555	515	(40)
Government grants - capital	10,323	12,462	2,139	20,340	18,693	(1,647)
Contributions - non monetary assets	-	-	-	800	800	-
Contributions - cash	2,505	1,500	(1,005)	2,677	2,000	(677)
Surplus / (deficit) for the period	50,405	51,193	788	9,817	14,209	4,392

Appendix D – Consultant expenditure as at 31 March 2025

	Year to Date Actual	Full Year Adopted Budget	% of Budget Spent	Note
Corporate and Commercial Services				
Waste Circularity	91,903	211,500	43%	
Financial and Integrated Planning	36,512	74,245	49%	
Governance and Information	8,000	2,000	400%	1
Procurement, Property and Risk	202,965	134,500	151%	2
	339,381	422,245	80%	
Customer Innovation and Arts				
People and Culture	31,056	88,810	35%	
Business and Information Technology	27,750	100,000	28%	
Customer Experience & Transformation	8,538	170,000	5%	
Arts and Culture	10,691	113,500	9%	
Community Relations	-	78,812	0%	
	78,035	551,122	14%	
Communities				
Communities Directorate Management	-	6,500	0%	
Community Strengthening	39,836	65,000	61%	
Family Health Support Services	9,116	5,000	182%	3
Safer Communities	17,520	7,200	243%	4
Development Services	36,177	127,800	28%	
City Futures	93,678	425,100	22%	
	196,327	636,600	31%	
Infrastructure and Operations				
Engineering Services	46,522	264,500	18%	
Building Infrastructure	191	10,000	2%	
Capital Works Delivery	395	-	0%	
Sustainable Assets	29,980	21,500	139%	5
	77,088	296,000	26%	
Total expenditure	690,832	1,905,967	36%	

Notes

1. Consultants involved in naming the lake in Ballam Park using Boonwurrung language.
2. Costs related to the sale of 5-7 Keys Street, Frankston.
3. Consultants engaged to assist with the data analysis for the kindergarten infrastructure and services plan.
4. Consultants engaged to update the Fire Management Plan for Lexton Reserve and Little Boggy Creek Reserve along with vehicle and pedestrian counts.
5. Consultants to support our asset management strategy initiatives, including the legislated deliberative engagement of the Asset Plan.

Appendix E – General Operating expenditure as at 31 March 2025

	Year to Date Actual	Full Year Adopted Budget	% of Budget Spent	Note
CEO				
Chief Executive Officer	76	-	0%	
	76	-	0%	
Corporate and Commercial Services				
Corporate and Commercial Services Directorate Manag	2,237	2,400	93%	
Waste Circularity	4,168	7,050	59%	
Financial and Integrated Planning	3,674	6,940	53%	
Governance and Information	6,767	2,600	260%	1
Procurement, Property and Risk	11,216	31,300	36%	
	28,063	50,291	56%	
Customer Innovation and Arts				
People and Culture	9,754	22,598	43%	
Business and Information Technology	179	5,000	4%	
Customer Experience & Transformation	3,521	14,500	24%	
Customer Innovation & Arts Directorate Managemen	4,003	1,000	400%	2
Arts and Culture	29,832	59,921	50%	
Community Relations	12,704	1,500	847%	3
	59,992	104,519	57%	
Communities				
Communities Directorate Management	974	-	0%	
Community Strengthening	32,075	45,662	70%	
Family Health Support Services	8,833	24,291	36%	
Safer Communities	8,790	5,845	150%	4
Development Services	1,199	6,830	18%	
City Futures	2,583	33,100	8%	
	54,454	115,728	47%	
Infrastructure and Operations				
Infrastructure and Operations Directorate Managemen	6,926	7,000	99%	
Operations	15,880	15,400	103%	
Engineering Services	1,082	1,000	108%	
Building Infrastructure	258	2,000	13%	
Capital Works Delivery	541	1,600	34%	
Sustainable Assets	-	6,432	0%	
	24,687	33,432	74%	
Total expenditure	167,272	303,970	55%	

Notes

1. Venue hire and catering associated with the Councillor Induction Day.
2. Venue hire and catering for the Future Ready Frankston Excellence Awards.
3. Venue hire and catering for the Community Panel deliberative engagement workshop.
4. Catering associated with the School Crossings workshop at Frankston RSL.



How to contact us

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have a speech impairment you can
contact the Council using the National
Relay Service.

Teletypewriter (TTY) 133 677 Voice
Relay 1300 555 727
SMS Relay 0423 677 767

Executive Summary**12.3 Capital Works Quarterly Report - Q3 - January to March 2025***Enquiries: (Luke Ure: Infrastructure and Operations)*Council Plan

Level 1:

4. Well Planned and Liveable City

Level 2:

4.3 Provide well designed, fit for purpose, multi-use open spaces and infrastructure for the community to connect, engage and participate

Purpose

To update Council on the quarterly progress (January to March 2025) of the 2024/25 Capital Works Program.

Recommendation (Director Infrastructure and Operations)

That Council:

1. Receives and notes the quarterly progress report for the third quarter (January to March 2025) of the 2024/25 Capital Works Program;
2. Notes Project 14864 – Nyora Close or Luther Place Shared User Path, Frankston (Manorwoods Estate) to be withdrawn post-community engagement. The project budget will be reallocated to landscaping works at Ballam Park Lake, and public lighting from the Ballam Park Athletics Track to Neranga Crescent, Frankston.
3. Notes that, for transparency and disclosure of the capital works program to the public, the full details have been provided in the open attachments to the report; and
4. Notes there are no reported projects where variations have exceeded the pre-approved variation amount in accordance with S7 Instrument of Sub-Delegation by CEO.

Key Points / Issues

- The 2024/25 Capital Works Program (CWP) comprises a total of 282 projects, including 75 projects carried over from financial year 2023/24.
- The Adjusted Capital Works Budget following changes to the Adopted Budget is \$63.261 million and actual capital expenditure is \$34.972 million as at the end of March 2025 (see Attachment A).

Total Adopted Budget including Carry Over	\$66.671 million
Adjusted Budget (end of March 2025)	\$63.261 million
Forecast (EOFY)	\$62.438 million
Forecast Carry Forward	\$0.825 million
Actual Expenditure	\$34.972 million
Actuals Plus Current Year Commitments	\$54.415 million

12.3 Capital Works Quarterly Report - Q3 - January to March 2025**Executive Summary****Financial Impact**

The delivery of the CWP has progressed well through the third financial quarter, with the End of Financial Year (EOFY) forecast expenditure of \$62.438 million against an adjusted budget of \$63.261 million.

Currently, there is \$54.415 million in actuals and current year commitments, which equates to 86% of the Adjusted Budget.

There is a forecast carry forward of \$0.825 million reported at the end of this quarter.

Consultation**1. External Stakeholders**

Council officers responsible for the delivery of individual projects consult with key stakeholders directly during the delivery of the projects.

2. Other Stakeholders

Long-Term Infrastructure Plan (LTIP) Governance group meetings are held monthly and include the Program Control Group, Program Review Group, and Executive Management Team (EMT) Capital Works Review Group. Various Project Advisory Group meetings were also held for major projects during the quarter.

Analysis (Environmental / Economic / Social Implications)

Many Council assets underpin the local economy and provide a vehicle for economic growth and prosperity. Some Council assets seek to improve the environment and amenity of the municipality. Council assets also support services to the community. Better infrastructure asset management practices will enhance these services to the community and promote better health and wellbeing.

Legal / Policy / Council Plan 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 relevant to the content to the report.

Policy Impacts

Council's Asset Management Policy, Financial Plan, Asset Plan, Project Management Framework, Long-Term Infrastructure Plan (LTIP) and the LTIP Governance Structure are relevant to this report.

Gender Impact Assessments

Gender impact assessments have been completed and the recommendations are being implemented on various projects and programs of works in the CWP.

Officer's Declaration of Interests

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

12.3 Capital Works Quarterly Report - Q3 - January to March 2025**Executive Summary****Risk Mitigation**

The Capital Works Program is actively managed in accordance with relevant Council policies and Council's LTIP Governance Structure.

Conclusion

At the completion of the third quarter of the 2024/25 financial year (January to March 2025), Council has a year-to-date (YTD) expenditure of \$34.972 million against an Adjusted Budget of \$63.261 million.

ATTACHMENTS

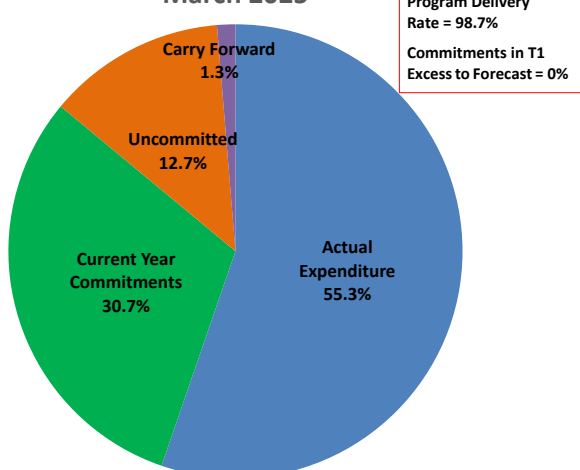
- Attachment A: [↓](#) Overall Program Summary
- Attachment B: [↓](#) Ongoing & Multi-Year Projects
- Attachment C: [↓](#) Service Program Summary
- Attachment D: [↓](#) Schedule of Capital Works
- Attachment E: [↓](#) Schedule of Major Projects

12.3 Capital Works Quarterly Report - Q3 - January to March 2025**Officers' Assessment****Issues and Discussion**

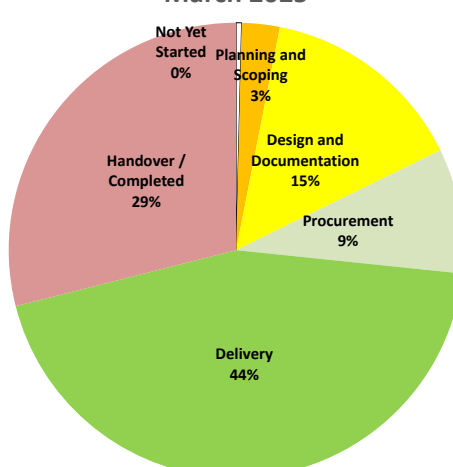
The 2024/25 Capital Works Budget of \$58.160 million was adopted by Council at its Ordinary Meeting on 3 June 2024. Subsequently, the Budget has been adjusted to include \$8.512 million of carry over projects from 2023/24 and other adjustments due to approved variations, the 2024/25 Adjusted Budget now amounts to \$63.261 million (see Attachment A).

2024/25 CWP – Status as at end of March (third quarter)

- The delivery of the Annual CWP is on track with an EOFY forecast expenditure of \$62.438 million.
- The following graph compares actuals & current year commitments against the Adjusted Budget showing 86% of the available budget has been allocated to contractors or spent.

Capital Works Program Delivery Rate**March 2025**

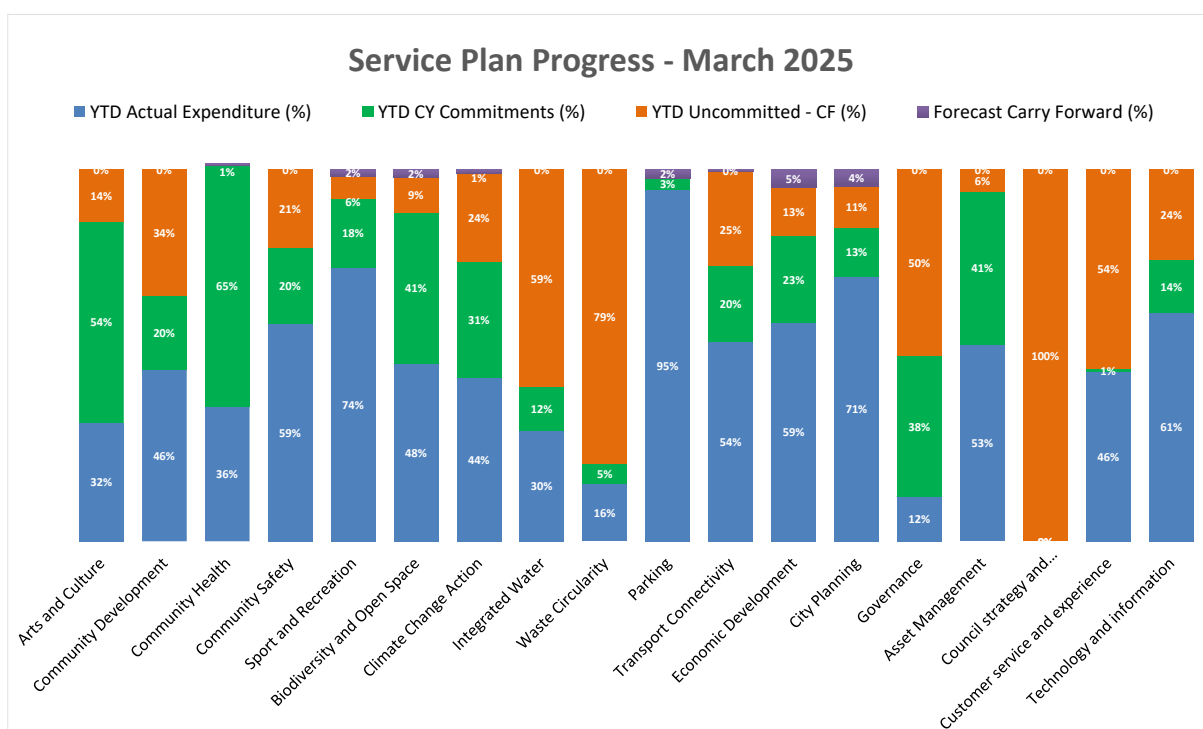
- The Overall Program Summary (see Attachment A) details of the 282 projects in the CWP, there are 65 projects classified as ongoing / multi-year projects (see Attachment B) and 23 projects have been either withdrawn or re-allocated. There are 259 active projects in the following phases at the end of March 2025:

Baseline Program Phasing**March 2025**

12.3 Capital Works Quarterly Report - Q3 - January to March 2025

Officers' Assessment

- There are 63 projects that have been completed.
- The Service Program Summary provides a breakdown of the allocation of projects including budget, expenditure and forecasts for each service program involved (see Attachment C). The following graph provides the status of delivery within each service program as at the end of March 2025.



- The detailed Schedule of Capital Works Delivery as at the end of March 2025 is shown in Attachment D.

Major Projects in the 2024/25 Capital Works Program

Major projects have been identified based on criteria that assesses the risk and impact of each project listed in the CWP, in accordance with Council's Project Management Framework (PMF).

The schedule of major projects and the current project status for 2024/25 is detailed in Attachment E.

Contract Variations Greater Than Council Awarded Value

There are no contracts with an accumulative value of variations exceeding the pre-approved variation amount stated in the award Resolution.

Options Available including Financial Implications


The delivery of the CWP has progressed well through the third financial quarter, with the End of Financial Year (EOFY) forecast expenditure of \$62.438 million against an adjusted budget of \$63.261 million.

Currently, there is \$54.415 million in actuals and current year commitments, which equates to 86% of the Adjusted Budget.

12.3 Capital Works Quarterly Report - Q3 - January to March 2025**Officers' Assessment**

There is a forecast carry forward of \$0.825 million reported at the end of this quarter.

Additionally, project 14864 – Nyora Close or Luther Place Shared User Path, Frankston (Manorwoods Estate) has been withdrawn post-community engagement. The project budget will be reallocated to landscaping works at Ballam Park Lake, and public lighting from the Ballam Park Athletics Track to Neranga Crescent, Frankston. It is recommended that Council notes the quarterly progress report for the third quarter (January to March 2025) of the 2024/25 Capital Works Program.

	Summary "Health Check" 2024/25 Capital Works Program - as at end March 2025						
Project Category	Total Number of Projects	Withdrawn	Reallocated	Revised No. of Projects to be Delivered in 2024/25	EOY Project Completion Target (excl. ongoing projects in 2025/26)	EOY % Completion (vs Delivery Rate)	Projects to be Carried Forward into 2025/26
Due to be completed in 2024/25							
Adopted 2024/25 (excluding adopted on-going works into 2025/26)	140	6	14	120	118	98%	14621 - Facility Energy Efficiency Upgrade Program 14941 - North Road Path Construction (Union Road to Warrenwood Place)
Carry Over from 2023/24 (excluding adopted on-going works into 2025/26)	66	1	2	63	59	94%	14613 - Lloyd Park Skate Park Redevelopment 14699 - Sweetwater Creek Reserve - Upgrade 14718 - Nepean Boulevard Master Plan Development & Design for E 14879 - Ballam Park History Trail Design
New (excluding adopted on-going works into 2025/26)	11	0	0	11	11	100%	
Total Projects Due to be Completed	217	7	16	194	188	97%	
On-going projects into 2025/26							
Adopted Ongoing (multi-year Projects)	51			13768 - Municipal Signage Strategy Implementation 14181 - Langwarrin Child & Family Centre 14198 - Robinsons Road Shared User Path (Peninsula Trail to Baxter T 14332 - George Pentland Botanic Gardens Master Plan Impleme 14544 - Street Lighting Renewal Program - LED Conversion to 17W LE 14553 - Frankston South Drainage Strategy - Williams Street 14600 - Nairn Marr Djambana Gathering Place Building Upgrades 14604 - Jubilee Park Stadium Traffic Management Strategy 14690 - Banyan Reserve Upgrade, Carrum Down - Open Space Strategy 14696 - Baxter Park Access Road Upgrade, Frankston South - Master PI 14727 - IT Strategy - Cloud Implementation 14729 - IT Strategy - Cyber Security 14730 - IT Strategy - Enhance Integration 14811 - Seaford Child & Family Centre 14821 - Asset Management System (AMIS) Re-implemen 14827 - Montague Park Kindergarten Upgrade, Frankston 14832 - Project Management System 14865 - Shared User Path Connecting Mt Erin Secondary College, Stott 14876 - Burgess Reserve, Langwarrin - Frankston Play Strategy Implem 14905 - Athol Reserve - Frankston Play Strategy Implementation 14906 - Langwarrin District Playground - Frankston Play Strategy Imp 14911 - Skye Precinct Local Area Traffic Management 14912 - Rotary Park Upgrade, Carrum Downs - Open Space Strategy Impl 14915 - Bowerbird Pre-School Renewal (modular construction), Carrum 14916 - Baxter Park Oval 2 Reconstruction, Baxter 14919 - ReM Enhancements			
Carried Over from 2023/24 (including multi year on-going projects into 2025/26)	9			14525 - Frankston Arts Centre Forecourt Renewal 14530 - Monterey Reserve Master Plan Implementation 14636 - Frankston Basketball & Gymnastics Centre 14655 - Baxter Park Dam Safety Improvements 14663 - Nepean Boulevard Early Works - Lighting the Boulevard (Davey 14683 - Frankston Regional Arts Trail 14745 - Seaford Wetlands Rejuvenation - Facilities Upgrades and Inte 14755 - Jubilee Park Landscaping, Lighting and Ancillary Pa 14904 - Nepean Boulevard Early Works - Greening The Boulevard			
New Ongoing (multi-year Projects)	5			14698 - Stotts Lane Construction 15000 - 76 Young Street Asset Acquisition, Frankston - Young Street 15003 - Young Street Transport Hub Plan - Young Street Action Plan 15005 - Leisureland Drive Flood Mitigation Works, Langwarrin 15006 - Mahogany Rise Child & Family Centre Playspace Renewal			
Total On-going Projects	65						
Total Projects	282						

EOY PROJECT DELIVERY RATE
96.9%

Project Status as at end March 2025	Total Active Projects	Not Yet Started	Planning and Scoping	Design and Documentation	Procurement	Delivery	Handover / Completed
Totals	259	1	7	38	23	115	75
% Split	100%	0%	3%	15%	9%	44%	29%
Completed	63	0	0	3	1	10	49
OK (Ahead of schedule or within 1 month of schedule)	189	0	6	35	21	101	26
Watch (Delayed by 1 - 2 months of schedule)	6	0	1	0	1	4	0
Intervene (Delayed beyond 2 months of schedule)	0	0	0	0	0	0	0
Not Started	1	1	0	0	0	0	0

FULL YEAR								
PROGRAM OVERVIEW	Adopted Budget 2024/25	Carry Over from 2023/24	Revised Budget at Start FY	Movement	Adjusted Budget (EOY)	Forecast (EOY)	YTD Actual	Expenditure & CY Commitments (YTD)
TOTALS	58,159,690	8,511,605	66,671,295	- 3,409,803	63,261,492	62,437,976	34,972,365	54,415,093

Ongoing / Multi-Year Projects

The list of 65 projects is continuing into 2025/26 and not due for completion by June 2025.

Item	Project No. & Project Title
1.	14525 - Frankston Arts Centre Forecourt Renewal
2.	14683 - Frankston Regional Arts Trail
3.	14975 - Public Art in Carrum Downs
4.	14600 - Nairn Marr Djambana Gathering Place Building Upgrades
5.	14181 - Langwarrin Child & Family Centre
6.	14811 - Seaford Child & Family Centre
7.	14827 - Montague Park Kindergarten Upgrade, Frankston
8.	14915 - Bowerbird Pre-School Renewal (modular construction), Carrum Downs
9.	14636 - Frankston Basketball & Gymnastics Centre
10.	14755 - Jubilee Park Landscaping, Lighting and Ancillary Park Infrastructure
11.	14916 - Baxter Park Oval 2 Reconstruction, Baxter
12.	14978 - Carrum Downs Recreation Reserve Enclosed Cricket Nets (Partnership with Carrum Downs Cricket Club), Carrum Downs
13.	14990 - Overport Park Additional Netball Court Construction, Frankston South
14.	14332 - George Pentland Botanic Gardens Master Plan Implementation
15.	14530 - Monterey Reserve Master Plan Implementation
16.	14690 - Banyan Reserve Upgrade, Carrum Down - Open Space Strategy Upgrade
17.	14696 - Baxter Park Access Road Upgrade, Frankston South - Master Plan Implementation
18.	14745 - Seaford Wetlands Rejuvenation - Facilities Upgrades and Interpretive Signage
19.	14826 - Lisa Beth Mews - New Park (Gifted Land), Skye
20.	14876 - Burgess Reserve, Langwarrin - Frankston Play Strategy Implementation
21.	14905 - Athol Reserve - Frankston Play Strategy Implementation
22.	14906 - Langwarrin District Playground - Frankston Play Strategy Implementation
23.	14912 - Rotary Park Upgrade, Carrum Downs - Open Space Strategy Implementation
24.	14928 - Cavill Reserve, Langwarrin - Play Strategy Implementation
25.	14929 - Myrtle Reserve, Langwarrin - Play Strategy Implementation
26.	14930 - Ferndale Reserve, Frankston - Play Strategy Implementation
27.	14932 - Gamble Reserve, Carrum Downs - Play Strategy Implementation
28.	14935 - Witternberg Reserve Additional Car Parking, Frankston - Master Plan Implementation
29.	14956 - Skye Road Intersection - Carramar Drive & Onkara Street - Construction of Traffic Islands and Pedestrian Refuge
30.	14974 - Wilton Bushland & Bunarong Memorial Reserve Upgrade, Carrum Downs
31.	14985 - Lipton Reserve Upgrade Including Nature Play (Planning & Design), Frankston
32.	14544 - Street Lighting Renewal Program - LED Conversion to 17W LED Lights
33.	14553 - Frankston South Drainage Strategy - Williams Street Stage 2 Drainage Upgrade
34.	14655 - Baxter Park Dam Safety Improvements
35.	14946 - Stanley Street Drainage Upgrade (Lorraine Street to Fairway Street), Frankston
36.	14951 - Robinsons Road Drainage Upgrade (345 to 355 Robinsons Road), Langwarrin South

Item	Project No. & Project Title
37.	14952 - Pier Promenade Foreshore Car Park Drainage Upgrade, Frankston
38.	14986 - Gross Pollutant Trap Program
39.	15005 - Leisureland Drive Flood Mitigation Works, Langwarrin
40.	14198 - Robinsons Road Shared User Path (Peninsula Trail to Baxter Trail)
41.	14604 - Jubilee Park Stadium Traffic Management Strategy
42.	14698 - Stotts Lane Construction
43.	14865 - Shared User Path Connecting Mt Erin Secondary College, Stotts Lane, Baxter Village to Peninsula Link Trail
44.	14911 - Skye Precinct Local Area Traffic Management
45.	14947 - Fletcher Road Shared User Path (Frankston Station to Baxter Trail), Frankston
46.	14970 - Cranbourne-Frankston Road Shared User Path Renewal, Langwarrin
47.	14971 - Edinburgh Drive Traffic Management Device Renewal, Skye
48.	15003 - Young Street Transport Hub Plan - Young Street Action Plan
49.	14904 - Nepean Boulevard Early Works - Greening The Boulevard
50.	14933 - Mahogany Avenue Shopping Strip Improvements, Frankston North - Local Shopping Strip Action Plan Implementation
51.	14934 - Railway Parade Shopping Strip Improvements, Seaford - Local Shopping Strip Action Plan Implementation
52.	14982 - Nepean Boulevard Signature Project, Frankston
53.	15000 - 76 Young Street Asset Acquisition, Frankston - Young Street Action Plan
54.	13768 - Municipal Signage Strategy Implementation
55.	14663 - Nepean Boulevard Early Works - Lighting the Boulevard (Davey Street to Beach Street & Mile Bridge), Frankston
56.	14832 - Project Management System
57.	14821 - Asset Management System (AMIS) Re-implementation
58.	14923 - Customer Relationship Management (CRM) System Renewal
59.	14939 - Live Chat Renewal
60.	14727 - IT Strategy - Cloud Implementation
61.	14729 - IT Strategy - Cyber Security
62.	14730 - IT Strategy - Enhance Integration
63.	14919 - ReM Enhancements
64.	14920 - Information Management Strategy Implementation
65.	14922 - Pathway UX Upgrade



Service Delivery 2024/25 Capital Works Program - Status at end March 2025

LTIP Service Program	Total Number of Projects	Adopted Budget (\$)	Adjusted Budget (\$)	YTD Actual Expenditure (\$)	YTD Actual Expenditure + CY Commitments (\$)	Forecast Expenditure (\$)	Forecast Carry Forward (\$)	Program Variance (\$)	YTD % of Adj. Budget (Actual + Commitments Vs Adjusted Budget)	EOY % of Adj. Budget (Forecast Vs Adjusted Budget)
Arts and Culture	15	4,980,000	4,434,117	1,411,031	3,815,121	4,436,119	-	2,002	86.0%	100.0%
Community Development	3	300,000	308,696	142,657	203,340	308,695	-	-1	65.9%	100.0%
Community Health	8	7,365,000	7,534,709	2,737,491	7,606,805	7,622,534	50,000	137,825	101.0%	101.2%
Community Safety	3	520,000	440,000	257,420	346,956	377,420	-	-62,580	78.9%	85.8%
Sport and Recreation	38	10,014,000	10,530,330	7,758,829	9,696,325	10,424,696	200,000	94,366	92.1%	99.0%
Biodiversity and Open Space	62	8,289,000	10,509,993	5,007,746	9,300,511	10,136,287	239,600	-134,106	88.5%	96.4%
Climate Change Action	4	2,111,690	1,771,500	777,577	1,328,361	1,751,500	20,000	0	75.0%	98.9%
Integrated Water	20	2,043,000	1,647,553	489,921	682,302	1,578,742	-	-68,811	41.4%	95.8%
Waste Circularity	3	232,000	251,953	39,133	52,768	232,000	-	-19,953	20.9%	92.1%
Parking	1	3,700,000	5,414,534	5,124,278	5,289,534	5,289,534	125,000	-0	97.7%	97.7%
Transport Connectivity	49	10,452,000	10,502,138	5,635,626	7,782,994	10,465,621	50,000	13,483	74.1%	99.7%
Economic Development	11	1,688,000	1,355,340	795,413	1,113,428	1,319,962	65,000	29,622	82.2%	97.4%
City Planning	10	650,000	1,666,826	1,184,768	1,406,257	1,576,400	75,000	-15,426	84.4%	94.6%
Governance	4	200,000	307,533	36,808	153,479	303,597	-	-3,936	49.9%	98.7%
Asset Management	16	3,223,000	4,464,721	2,363,318	4,194,017	4,572,888	-	108,167	93.9%	102.4%
Council strategy and performance	1	80,000	20,000	-	-	20,000	-	0	0.0%	100.0%
Customer service and experience	8	549,000	505,400	230,098	234,322	466,915	-	-38,485	46.4%	92.4%
Technology and information	26	1,763,000	1,596,150	980,250	1,208,575	1,555,069	-	-41,081	75.7%	97.4%
TOTALS	282	58,159,690	63,261,492	34,972,365	54,415,093	62,437,976	824,600	1,084	86.0%	98.7%



SCHEDULE OF CAPITAL WORKS DELIVERY - 2024/25 - Status at end of March 2025

Project Phase

Not Started
Planning and Scoping
Design and Documentation
Procurement
Delivery
Handover and Closure

Status

OK	Project on track
Watch	Delayed beyond 1 month but within 2 months of schedule
Intervene	Delayed beyond 2 months of schedule
Completed	Completed
Withdrawn / Re-allocated	Withdrawn, re-allocated or deferred

		Progress status of the project at the time of assessment
		Month of assessment

	Major Project
	Councillor Sponsored Project
	Councillor Interest Project

			Overall Program with MYBR Adjustments & Carry Forwards	63,261,492	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Status
Arts and Culture																	
11446	2555	Frankston Arts Centre - Technical Equipment Renewal (Lighting and Audio)	Renewal & upgrade of technical equipment at the Frankston Arts Centre (FAC).	140,000													OK
11469	2575	Library Collection Renewal	Annual purchase of collection stock to provide access to relevant and useful information to the community.	448,600													OK
13705	2560	Arts & Culture Facilities Renewal Program	Renewal works at facilities based on asset condition and occupant requests.	250,000													OK
13803	2611	Public Artworks Renewal Program	Renewal of public artworks across the municipality.	50,000													Completed
14209	1194	Laneway Activation - Big Picture Festival	Installation of street art pieces on the rear and side walls of buildings within the municipality to bring Frankston's laneways to life.	150,000													Completed
14417	2079	Sculpture Public Artwork Development	Installation of new public art works across the municipality.	236,353													OK
14487	2896	Libraries Masterplan	Develop a master plan for the delivery of library services within the municipality.	71,400													OK
14523	1255	Frankston Arts Centre Facade Panel Art Renewal on Davey Street, Frankston	Commission and installation of replacement art work for the panel art piece on the Davey Street, facade of the Frankston Arts Centre.	25,000													OK
14525	1295	Frankston Arts Centre Forecourt Renewal	Redevelopment of the forecourt to include outdoor meeting / events spaces, improved accessibility and forecourt amenity, altered vehicle access and renew landscaping and lighting.	2,000,000													OK
14627	2974	Electric Boxes Beautification	Installation of artwork on electric boxes across the municipality.	35,000													OK
14683	3232	Frankston Regional Arts Trail	Installation of three murals and seven sculptures including clear signage and directional markers on the Baxter Trail from the Frankston Arts Centre to the McClelland Sculpture Park.	450,000													OK
14764	3347	Mile Bridge Gateway Sculpture	Installation of a gateway sculpture at Mile Bridge, Frankston.	335,000													OK
14834	2763	Moving Light Packages - Frankston Arts Centre Precinct	Upgrade the current lighting infrastructure onstage at both Frankston Arts Centre & Cube 37 for Events.	210,000													OK
14900	3491	Fibreglass Sculptures Trial	Purchase and installation of experimental fibreglass sculptures at sites to be determined.	12,764													Completed
14975	3738	Public Art in Carrum Downs	Explore the installation of new public sculptures in Carrum Downs.	20,000													OK
Community Development																	
14600	3050	Nairn Marr Djambana Gathering Place Building Upgrades	Renewal of the existing facility to provide a fit-for-purpose as a Neighbourhood House, culturally safe and welcoming, accessible, child safe and environmentally sustainable.	100,000													OK
14882	3474	Downs Estate Facility Redevelopment & Landscaping Works	Install a new modular room for use by volunteers at the Seaford site, elevated above the flood level, including access ramps, landscaping and demolition of the existing farm house building.	8,696													Completed
14961	3689	Ebdale Hub Roof Renewal & Internal Repairs, Frankston	Renewal works to roof and internal fit-out to keep Ebdale Hub fit for use.	200,000													OK
Community Health																	
13766	2559	Family Support & Aged Services Facilities Renewal Program	Renewal works at facilities based on asset condition and occupant requests.	100,000													Completed
14181	2178	Langwarrin Child & Family Centre	Development of a new (3 playroom) kindergarten facility, MCHC, a community meeting room and refurbishment of the community centre at the Langwarrin Community Centre site.	3,150,000													OK
14665	3209	Baden Powell Kindergarten & Maternal Child Health Centre Refurbishment	Refurbishment of the Baden Powell Kindergarten & Maternal Child Health Centre.	752,854													OK
14811	2282	Seaford Child & Family Centre	Provision of a new (3 playrooms) kindergarten facility, MCHC and a community meeting room.	3,135,000													OK
14822	3464	Aged Care System Renewal	Develop business and technical requirements, and procure a system to replace the current aged care client management system.	201,855													OK
14827	1394	Montague Park Kindergarten Upgrade, Frankston	Renewal and expansion of the existing single room kindergarten and two Maternal and Child Health (MCH) consult suites at 1 Bentley Place, Frankston, to a three room kindergarten, two MCH consulting suites, one allied health services consulting suite and a single room playgroup venue.	75,000													OK
14915	3428	Bowerbird Pre-School Renewal (modular construction), Carrum Downs	Renewal of the existing Bowerbird Kindergarten facility with a new three room kindergarten, playspaces and carpark improvements.	100,000													OK
15006	3820	Mahogany Rise Child & Family Centre Playspace Renewal	Renewal of existing playground at Mahogany Rise Child & Family Centre to transform the playground to be accessible to children with all abilities including new pathways, accessible sandpit, cultural / sensory elements and nature play.	20,000													OK

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Community Safety																	
13089	2035	Safe City Surveillance System - CCTV Camera Installation in Public Places	Design and installation of new CCTV cameras in public places based on feedback provided by Police, Council Officers and Councillors.	300,000													Completed
14429	2585	Safe City Surveillance System - CCTV Camera Renewal Program	Upgrade of ageing CCTV cameras at end of life.	20,000													Completed
15001	3771	CCTV Mobile Device for Victoria Police - Young Street Action Plan	CCTV Mobile Device for Victoria Police - Young Street Action Plan	120,000													OK
Sport and Recreation																	
11237	2558	Structured Recreation Pavilions Renewal Program	Renewal works at facilities based on asset condition and user requests.	315,000													OK
13592	2599	Sporting Ground Pitch Cover Renewal Program	Renewal of sporting ground pitch covers at various reserves based on age and condition assessment.	20,000													Completed
13593	2600	Sporting Ground Goal Post Replacement Program	Replacement of Goal Posts at various reserves based on age and condition assessment.	15,000													Completed
13666	2603	Reserve Irrigation & Drainage Systems Renewal Program	Renewal of existing ageing and defective irrigation systems to provide an improved playing surface for user groups as identified in condition assessments.	140,000													Completed
14221	1357	Jubilee Park Indoor Multipurpose Netball Complex	Construction of a new indoor stadium to deliver a multisport facility for netball and basketball including an indoor cricket training hub, café and meeting room and amenities to service outdoor courts and the third oval. Works include stadium construction, additional car parking, forecourt construction and landscaping, pathway connections to the broader reserve and outdoor courts, directional and interpretive signage. Project jointly funded by Local, State and Federal Governments.	143,064													OK
14247	1479	Eric Bell Reserve Pavilion Upgrade	Construction of a new two storey pavilion including change rooms, umpire rooms, first aid, storage and public toilets on ground floor, social room, kitchen, servery, meeting space and storage on first floor. Works include pavilion construction, integration of smart technologies, car park integration, car park lighting, pathway connections, ball retainment fences, oval connection including gates from change rooms to oval, external landscaping and beautification.	35,000													Completed
14280	1371	Kevin Collopy Pavilion Upgrade at Jubilee Park	Refurbishment of the existing pavilion including an extension to accommodate female friendly facilities, umpires facilities, canteens, storage and first aid rooms. Works include pavilion construction, landscaping and beautification, integration of smart technologies, car park integration, car park lighting, pathway connections, oval connection including gates from change rooms to ovals.	68,763													Completed
14360	1660	Overport Park Mountain Bike Track	Construction of a mountain bike track at Overport Park.	18,810													Completed
14401	1402	Peninsula Aquatic and Recreation Centre Renewal Program	Renewal works at the Peninsula Aquatic and Recreation Centre as per the facility Asset Management Plan.	2,300,000													OK
14479	2880	Pines Aquatic Centre Renewal Program	Renewal works at the Frankston Pines Aquatic Centre as per the facility Asset Management Plan.	105,000													OK
14500	1904	Lloyd Park Football Pavilion Upgrade	Renewal of the AFL/Cricket pavilion at Lloyd Park.	34,579													Completed
14595	1330	Frankston Park Master Plan Implementation	Implement the Frankston Park Master Plan to support community events, sport, unstructured recreation and family leisure including new fencing and landscaping.	0													Re-allocated
14611	1733	Ballam Park Athletics Pavilion Refurbishment	Redevelopment of the Ballam Park Athletics Pavilion, including female friendly facilities, upgraded amenities and a social space.	1,480,000													Completed
14613	1884	Lloyd Park Skate Park Redevelopment	Design works for the upgrade of the existing Langwarrin skate park.	909,330													OK
14636	3076	Frankston Basketball & Gymnastics Centre	Renewal and expansion of existing basketball facility to 10 courts and include a gymnastics centre at Kananook Reserve.	1,239,904													OK
14755	3328	Jubilee Park Landscaping, Lighting and Ancillary Park Infrastructure	Installation of additional landscaping, lighting and ancillary park infrastructure at Jubilee Park.	826,717													OK
14780	3365	Centenary Park Golf Course Master Plan Implementation - 1st hole	Improvements to the 1st hole at the Centenary Park Golf Course as identified in the master plan.	200,000													Completed
14781	3367	Centenary Park Golf Course Master Plan Implementation - 10th hole	Improvements to the 10th hole at the Centenary Park Golf Course as identified in the master plan.	215,000													Completed
14830	1788	Peninsula Reserve Oval 1 Sports Lighting	Installation of sport field lighting at Peninsula Reserve Oval 1.	0													Deferred
14849	3366	Centenary Park Golf Course Masterplan Implementation - 18th hole	Centenary Park Golf Course 18th Hole Improvement Works as identified in the Centenary Park Golf Course Masterplan.	150,000													Completed
14890	3476	Frankston Park Oval Reconstruction	Reconstruction of the oval at Frankston Park.	1,288,553													OK
14894	3485	Centenary Park Golf Course Masterplan Implementation Toilet Renewal at 13th Hole	Upgrade the existing toilet facility located at the 13th hole (future 4th hole) at the Centenary Park Golf Course.	217,000													OK
14895	3486	Yamala Reserve Precinct Plan	Develop a precinct plan at Yamala Reserve to inform the scope and priority of future projects at this site.	26,610													OK
14908	3493	Carrum Bowling Club Synthetic Green Renewal (East Green) & Associated Works	Renewal of the existing synthetic green at Carrum Bowling Club.	270,000													OK
14916	3500	Baxter Park Oval 2 Reconstruction, Baxter	Reconstruct the existing oval no. 2 at Baxter Park.	45,000													OK
14917	3514	Langwarrin Equestrian CCTV & Security Upgrade, Langwarrin	Upgrade security at the Langwarrin Equestrian facility.	0													Deferred
14918	3519	Ballam East Oval Sports Lighting Renewal, Frankston	Renewal of sports lighting at Ballam East Oval.	0													Re-allocated
14973	3709	Ballam Park Athletics Track Sports Lighting Renewal, Frankston	Renewal of the existing track lighting at Ballam Park Athletics Track Sports, Frankston.	152,000													OK

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14978	3741	Carrum Downs Recreation Reserve Enclosed Cricket Nets (Partnership with Carrum Downs Cricket Club), Carrum Downs	Implement enclosed cricket nets, in partnership with the Carrum Downs Cricket Club at the Carrum Downs Recreation Reserve, Carrum Downs.	25,000													OK
14987	3755	Ballam Park Public Lighting (Athletics Track to Naranga Crescent), Frankston	Implementation of safety lighting between Ballam Park Athletics Track and Naranga Crescent at Ballam Park.	155,000													OK
14988	3756	Ballam Park Netball Court Resurfacing, Frankston	Netball court resurfacing works at Ballam Park East Pavillion.	20,000													Completed
14989	3757	Carrum Downs Recreation Reserve Spectator Shade Sails, Carrum Downs	Planning and design of three shade sails for key spectator areas at the Carrum Downs Recreation Reserve.	15,000													OK
14990	3758	Overport Park Additional Netball Court Construction, Frankston South	Design of an additional netball court at the Frankston Dolphins Netball Club, Overport Park, Frankston South.	30,000													OK
14992	3760	Ballam Park East Pavillion Painting, Frankston	Undertake refresh painting works at Ballam Park East Pavillion.	5,000													Completed
14993	3522	Overport Bike Park - Drinking Fountain	Install a drinking fountain at Overport Bike Park.	8,000													Completed
14994	3524	Overport Bike Park - Bins + Seats + Benches	Install a bins, seats and benches at Overport Bike Park.	20,000													Completed
14998	3768	Ballam Park East Oval & Netball Court Bin Installation, Frankston	Installation of bins at Ballam Park East Oval & Netball Court.	12,000													Completed
15004	3794	Baden Powell Reserve - Ball Stop Fence Replacement	Replacement of the existing ball stop fencing to current standards at Baden Powell Reserve.	25,000													OK
Biodiversity and Open Space																	
11286	2905	BBQ Renewal Program	Renewal works on BBQs across the municipality, based on asset condition.	26,000													OK
11299	2591	Risk Management Works within Council Reserves	Improvement works to alleviate high risk issues within Council reserves and open space.	50,000													OK
12623	2563	Public Toilet Renewal Program	Renewal works at public toilet facilities based on asset condition and user requests.	50,000													OK
13305	2596	Reserves Internal Fencing Renewal Program	Renewal of internal fencing at sports grounds and Council reserves based on asset condition and user requests.	100,000													OK
13421	2594	Reserves Boundary Fencing Renewal Program	Renewal of boundary fencing where residents contribute half the cost for fence replacement that abuts Council reserves.	100,000													OK
13584	3688	Minor Playground Assets Renewal Program	Reactive renewal of components of playgrounds including equipments and rubber softfall elements. Reactive renewal of components of playgrounds including equipments and rubber softfall elements.	45,000													OK
13687	2609	Foreshore Minor Infrastructure Renewal Program	Foreshore Minor Infrastructure Renewal Programme Renwal of minor infrastructure along the Port Phillip Bay foreshore within the municipality.	50,000													OK
14191	1729	Ballam Park Regional Playspace Upgrade	Installation of a regional playspace as identified in the Ballam Park Master Plan. Works include upgrade of the front entrance and a new regional play space.	33,620													Completed
14332	1288	George Pentland Botanic Gardens Master Plan Implementation	Improvement works as identified in the George Pentland Botanic Gardens Master Plan.	50,000													OK
14415	2048	Local Park Upgrade Program	Implementation of the Local Parks Action Plan. Locations vary across the municipality, priorities are based on asset condition.	110,000													OK
14530	1525	Monterey Reserve Master Plan Implementation	Implementation of the outstanding recommendations of the master plan to the southern part of Monterey Reserve including consultation with the community around participation needs and improving park amenities.	100,000													OK
14572	2976	Shade Sail Retrofit Program	Install shade sails at local playgrounds based on need and resident requests.	50,000													Completed
14654	3181	Urban Forest Action Plan - Tree Planting on Major Roads	Tree planting and vegetation improvement works as identified in the Urban Forest Action Plan.	114,624													OK
14690	1010	Banyan Reserve Upgrade, Carrum Down - Open Space Strategy Upgrade	Design works for the upgrade of Banyan Reserve including playspace upgrade, path upgrades, treet planting and infrastructure upgrades.	70,000													OK
14693	1408	Robinsons Bushland Reserve - Upgrade	Implementation of pest control fencing to extend habitat area for local wildlife.	50,000													OK
14696	1587	Baxter Park Access Road Upgrade, Frankston South - Master Plan Implementation	Reconstruction of the Baxter Park access road as detailed in the Baxter Park Masterplan.	200,000													OK
14699	1697	Sweetwater Creek Reserve - Upgrade	Review and implement the Sweetwater Creek Management Plan to support the management and quality of public open space and vegetation management in Upper & Lower Sweetwater Creek Reserves.	119,937													OK
14743	3297	Seaford Wetlands Rejuvenation - Landscaping and Environmental Works	Undertake revegetation and habitat improvements within Seaford wetlands.	0													Re-allocated
14744	3298	Seaford Wetlands Rejuvenation - Wayfinding Signage	Install interpretive and wayfinding signage and a livestreaming station within Seaford Wetlands.	529,249													Watch
14745	3299	Seaford Wetlands Rejuvenation - Facilities Upgrades and Interpretive Signage	Upgrade the infrastructure within Seaford Wetlands.	966,888													OK
14752	3313	Fauna Crossings, Habitat Connectivity and Wildlife Protection	Installation of fauna crossings, habitat connections and virtual fencing to protect animals and wildlife by way of sensors, protecting the community and animals.	49,208													OK
14771	3354	Cranbourne Road / Beach Street Intersection Landscaping Works	Upgrade the landscape at the Cranbourne Road / Beach Street intersection including shade trees.	3,587													OK
14800	3401	East Seaford Reserve, Seaford - Frankston Play Strategy Implementation	Renewal / upgrade playground at East Seaford Reserve as identified in the Frankston Play Strategy.	375,974													Completed

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14804	3405	Heysen Reserve, Skye - Frankston Play Strategy Implementation	Renewal / upgrade playground at Heysen Reserve as identified in the Frankston Play Strategy.	342,212													OK
14805	3406	Monique Reserve, Langwarrin - Frankston Play Strategy Implementation	Renewal / upgrade playground at Monique Reserve as identified in the Frankston Play Strategy.	346,644													OK
14810	3411	Heritage Reserve (Multiuse Court Only), Skye - Frankston Play Strategy Implementation	Renewal / upgrade the multiuse court at Heritage Reserve as identified in the Frankston Play Strategy.	45,000													OK
14813	3414	Peninsula Reserve Upgrade, Frankston	Installation of a large shelter with BBQ and picnic table, additional tables and seat, pathways to connect to the existing path network, and planting along Frank Street.	61,281													Completed
14814	3415	Whistlestop Reserve Upgrade, Frankston	Upgrade to the landscape and park infrastructure at Whistlestop Reserve.	2,973													Completed
14817	3475	Whistlestop Reserve Entrance Landscaping	Additional landscaping to the entrance to Whistlestop Reserve.	30,696													Completed
14818	3421	Sandfield Reserve Playspace, Carrum Downs	Installation of an expanded play space within Sandfield Reserve as detailed in the Sandfield Reserve Masterplan. Scope includes the installation of artificial creek bed & topography, play area & equipment, grass picnic area with shade trees, lighting & electrical works.	1,430,000													OK
14819	3427	Mornington Peninsula Freeway, Skye Road, Dandenong Road Urban Forest and Gateway Improvements	Design and installation of roadside improvements to the streetscape at the Mornington Peninsula Freeway/Skye Road/Dandenong Road junction a significant gateway to the municipality.	115,730													OK
14826	1110	Lisa Beth Mews - New Park (Gifted Land), Skye	Develop a masterplan to inform the staged delivery of upgrade works to develop Lisa Beth Mews as a district level space.	120,334													Deferred
14845	3312	Minor Natural Reserve Management Plan Implementation Program	Implementation of the recommendations of the Natural Reserve Management Plan Review.	53,000													OK
14851	3392	Skye Road Beautification Work - Frankston Freeway Pedestrian Overpass	Planting of trees, landscaping and the addition of rocks/ boulders at Skye Road / Carramar Drive intersection, Skye Road Overpass Pedestrian Entrance and along Skye Road from Dalpura Circuit to Peninsula Link.	62,750													OK
14852	3425	Ballam Park Lake - Associated Works	Additional infrastruture for Ballam Park Lake including a jetty, viewing platform and public lighting.	316,377													Completed
14858	3443	Lindrum Reserve Upgrade, Frankston	Installation of landscaping the entrance, new pathways, picnic tables, park benches and gate and fence upgrades at Lindrum Reserve.	90,000													OK
14872	3457	Lucerne Reserve, Frankston - Frankston Play Strategy Implementation	Renewal / upgrade the playground at Lucerne Reserve as identified in the Frankston Play Strategy and Local Park Action Plan.	370,160													OK
14874	3459	Brunel Reserve, Seaford - Frankston Play Strategy Implementation	Renewal / upgrade playground at Brunel Reserve as identified in the Frankston Play Strategy.	387,628													OK
14876	3461	Burgess Reserve, Langwarrin - Frankston Play Strategy Implemenatation	Renewal / upgrade playground at Burgess Reserve as identified in the Frankston Play Strategy.	10,000													Completed
14879	3469	Ballam Park History Trail Design	Design of Ballam Park History Trail.	167,513													OK
14886	3422	Sandfield Reserve Active Recreation Areas and Facility Upgrade	Development of park revitalisation improvements at Sandfield Reserve including paths, pedestrian lighting, multi use grass area and new community meeting space.	1,365,875													OK
14888	3472	Open Space Shelters Renewal Program	Replacement of shelters in reserves as identified in condition assessments.	50,000													OK
14899	3490	Non-Native Ornamental Trees	Install non-native ornamental trees at Ballam Park Lake.	14,733													Completed
14905	3551	Athol Reserve - Frankston Play Strategy Implementation	Renewal / upgrade playground at Athol Reserve as identified in the Frankston Play Strategy.	10,000													OK
14906	1868	Langwarrin District Playground - Frankston Play Strategy Implementation	Design & installation of a new district play space at Pindara Reserve, Langwarrin, as detail in the Lloyd Park Master Plan.	30,000													OK
14912	3301	Rotary Park Upgrade, Carrum Downs - Open Space Strategy Implementation	Develop a concept plan to upgrade Rotary Park, Carrum Downs.	75,000													OK
14913	3423	Sandfield Reserve Drainage and Ecology Improvements, Carrum Downs - Master Plan Implementation	Implement improvements to the drainage, ecology and park facilities in Sandfield Reserve, Carrum Downs.	300,000													OK
14914	3424	Sandfield Reserve Public Toilet Construction, Carrum Downs - Master Plan Implementation	Install a new public toilet at Sandfield Reserve, Carrum Downs.	828,000													OK
14928	3546	Cavill Reserve, Langwarrin - Play Strategy Implementation	Renewal / upgrade the playground at Cavill Reserve as identified in the Frankston Play Strategy and Local Park Action Plan.	10,000													Completed
14929	3547	Myrtle Reserve, Langwarrin - Play Strategy Implementation	Renewal / upgrade the playground at Myrtle Reserve as identified in the Frankston Play Strategy and Local Park Action Plan.	10,000													Completed
14930	3548	Ferndale Reserve, Frankston - Play Strategy Implementation	Renewal / upgrade the playground at Ferndale Reserve as identified in the Frankston Play Strategy and Local Park Action Plan.	45,000													OK
14931	3549	Crystal Pool Park, Seaford - Play Strategy Implementation	Renewal / upgrade the playground at Crystal Pool Park as identified in the Frankston Play Strategy and Local Park Action Plan.	0													Deferred
14932	3550	Gamble Reserve, Carrum Downs - Play Strategy Implementation	Renewal / upgrade the playground at Gamble Reserve as identified in the Frankston Play Strategy and Local Park Action Plan.	40,000													OK
14935	3583	Witternberg Reserve Additional Car Parking, Frankston - Master Plan Implementation	Additional car parking as detailed in the Witternberg Reserve Master Plan.	10,000													OK
14956	3673	Skye Road Intersection - Carramar Drive & Onkara Street - Construction of Traffic Islands and Pedestrian Refuge	Construction of traffic islands and a pedestrian refuge at Skye Road / Carramar Drive / Onkara Street intersection, Frankston.	230,000													OK
14957	3678	Hastings Road / Frankston-Flinders Road Intersection Landscaping Renewal, Frankston	Hastings Road / Frankston-Flinders Road Intersection Landscaping Renewal, Frankston	75,000													OK
14974	3734	Wilton Bushland & Bunarong Memorial Reserve Upgrade, Carrum Downs	Upgrade works to Wilton Bushland & Bunarong Memorial Reserve, Carrum Downs.	20,000													OK
14976	3739	Ballam Park Playspace Lighting, Frankston	Install lighting at the Ballam Park Playspace.	100,000													OK


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14983	3750	Adib & Lipton Reserves Playspace Decommissionng, Frankston	Decomissioning of existing play spaces at Adib & Lipton Reserves.	20,000													Completed
14985	3753	Lipton Reserve Upgrade Including Nature Play (Planning & Design), Frankston	Planning & design for an upgrade to Lipton Reserve including a new nature play facility.	30,000													OK
14991	3759	Ferndale Drive Reserve Shelter & Park Furniture Installation, Frankston	Installation of a shelter (with seating/table) and additional amenities at Ferndale Drive Reserve.	0													Withdrawn
14997	3767	Havana Reserve Shelter & Park Furniture Installation, Frankston	Installation of a shelter and park furniture at Havana Reserve, Frankston.	50,000													Completed
Climate Change Action																	
14352	2081	Council Facilities Solar PV and Electrification Program	Undertake feasibility and detailed design studies for the installation of solar power at Council facilities.	224,500													OK
14544	2684	Street Lighting Renewal Program - LED Conversion to 17W LED Lights	Renewal of street lights across the municipality resulting in an environmental performance increase and reduction in electricity costs and greenhouse emissions.	1,500,000													OK
14621	2829	Facility Energy Efficiency Upgrade Program	Implement energy efficiency improvements at facilities in line with the Towards Zero Emissions Plan.	47,000													OK
14979	3744	Peninsula Aquatic & Recreation Centre Electrification Works, Frankston	Conversions of existing plant to electric powered at Peninsula Aquatic & Recreation Centre.	0													Re-allocated
Integrated Water																	
13458	2552	Easement Drainage Pit Alterations	Works identified during the inspection of drainage within easements including the raising of pits to the current surface level.	150,000													OK
14423	2553	Gatic Pit Lid Renewal Program	Renewal program of gatic side entry pits throughout the municipality to address manual handling of heavy gatic pit lids with Terra Firma lids as per Council's standards.	150,000													OK
14444	2746	Murawa Street Catchment Stage 1 - Flood Storage & Mitigation Works at George Pentland Gardens - Frankston South Drainage	Design and construction of the Murawa Street Catchment Stage 1.	0													Re-allocated
14445	2757	Flood and Catchment Modelling	Ongoing program of flood modelling and catchment analysis across the municipality.	250,000													OK
14462	2828	Water Sensitive Urban Design (WSUD) Implementation Program	Action recommendations outlined in the WSUD condition asset report and ensure opportunities for WSUD treatments are incorporated into Council projects.	55,000													OK
14553	2755	Frankston South Drainage Strategy - Williams Street Stage 2 Drainage Upgrade	Construction of a new outfall pipe between Kananook Creek and the Stage 1 works as identified in the Frankston South Drainage Strategy.	90,000													OK
14655	3196	Baxter Park Dam Safety Improvements	Design and implementation of safety improvement and amenity works at Baxter Dam.	57,553													OK
14942	3611	Forest Drive Drainage Pipe Relining, Frankston North	Relining 60m of drainage pipe on Forest Drive, Frankston North.	250,000													OK
14943	3612	Cygnat Court Drainage Upgrade, Frankston	Cygnat Court Drainage Upgrade, Frankston	50,000													Completed
14944	3613	Herbert Road Drainage Upgrade, Carrum Downs	Herbert Road Drainage Upgrade, Carrum Downs	75,000													OK
14945	3614	Karingal Drive / Kings Court Intersention Drainage Upgrade, Frankston	Karingal Drive / Kings Court Intersention Drainage Upgrade, Frankston	35,000													Completed
14946	3615	Stanley Street Drainage Upgrade (Lorraine Street to Fairway Street), Frankston	Stanley Street Drainage Upgrade (Lorraine Street to Fairway Street), Frankston	30,000													OK
14948	3621	Baxter Trail Drainage Upgrade at 54-58 Lipton Drive, Langwarrin	Baxter Trail Drainage Upgrade at 54-58 Lipton Drive, Langwarrin	0													Re-allocated
14950	3627	6 Argyle Street Easement Drain Construction, Frankston	Construction of an easement drain at 6 Argyle Street, Frankston.	220,000													OK
14951	3628	Robinsons Road Drainage Upgrade (345 to 355 Robinsons Road), Langwarrin South	Upgrade drainage in Robinsons Road from 345 to 355 Robinsons Road, Langwarrin South.	35,000													Watch
14952	3665	Pier Promenade Foreshore Car Park Drainage Upgrade, Frankston	Implement improvements to the drainge at the Pier Promenade Foreshore Car Park, Frankston.	30,000													OK
14954	3670	Frankston Memorial Park Drainage Renewal	Implementation of drainage renewal works at Frankston Memorial Park.	15,000													OK
14986	3754	Gross Pollutant Trap Program	Feasibility assessment, design and implementation of Gross Pollution Traps.	100,000													OK
14996	3766	Cunningham Crescent Drainage Upgrade, Sandhurst	Construct a new drain and grated pit at 25 Cunningham Crescent.	30,000													Completed
15005	3799	Leisureland Drive Flood Mitigation Works, Langwarrin	Drainage upgrades upgrades to reduce flooding in Leisureland Drive and adjacent properties.	25,000													OK
Waste Circularity																	
13087	2589	Litter Bin Replacement Program	Renewal of litter bins and dog waste bins throughout the municipality based on asset condition.	26,000													OK
14647	3159	Kerbside Residual Bin Lid Replacement	Develop and implement the transition plan to replace the residual bin lids as per the kerbside reform Government directive.	19,953													Completed
14955	3672	Frankston Regional Resource Recovery Centre Fire Protection Systems Upgrade, Skye	Frankston Regional Resource Recovery Centre Fire Protection Systems Upgrade, Skye	206,000													Watch
Parking																	
14682	3240	Kananook Commuter Car Park	Construction of a new multi-deck car park adjacent to Kananook Station and the Frankston Basketball Stadium at Kananook Reserve.	5,414,534													OK

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Transport Connectivity																	
11260	2044	Street Lighting Upgrades	Installation of new street lights as requested by residents to improve safety.	25,000													OK
12812	2566	Footpath Renewal Program	Renewal of asphalt and concrete footpaths across the municipality as identified by Council's Road Management Plan (RMP) inspections and Civil Infrastructure Maintenance (CIM) referrals. Program includes renewal of damaged vehicle crossings from Council activities and renewal of pram crossings to achieve DDA compliance.	1,100,000													OK
13344	2612	Traffic Management Devices - Renewal Program	Renewal of traffic management devices as identified by condition audits and as required by the Road Renewal Program. Designs to include consideration of Water Sensitive Urban Design (WSUD).	0													Deferred
13565	2571	Kerb Renewal Program	Renewal of kerbs as identified based on asset condition audit and resident requests. Works are delivered in conjunction with the road renewal program (where practical).	80,000													Completed
13723	2615	Barrier & Guard Rail Renewal Program	Renewal works relating to road safety barriers as identified during inspections. Priorities are based on hazard, condition, state and severity.	100,000													OK
13846	2547	Major Bridge Renewal Program	Renewal and minor upgrades to existing Council maintained bridge and pedestrian structures identified from Level 2 condition inspections and recommendations.	115,000													OK
13847	2546	Minor Bridge & Path Structures Renewal Program	Minor renewal works such as replacement of railings, piles, members in poor condition, and is to be implemented for structures (pedestrian & vehicle bridges, boardwalks and staircases) across the municipality based on asset condition and safety audits.	39,000													OK
13958	2567	Reserves Pathway Renewal Program	Renewal of pathways located in Council reserves based on asset condition and resident resident requests.	50,000													Completed
14117	2298	Seaford Local Area Traffic Management	Implementation of the Seaford Local Area Traffic Management (LATM) Study. On ground LATM Treatments include splitter islands, raised school and pedestrian crossings, speed humps, raised pavement intersection treatments, roundabout modifications, new roundabouts, speed limit changes, signage and linemarking improvements.	0													Deferred
14198	1679	Robinsons Road Shared User Path (Peninsula Trail to Baxter Trail)	Construct a shared user path connection between on Robinsons Road from the Peninsula Link Trail to the Baxter Trail.	30,000													OK
14408	1807	Barretts Road (Robinsons Road to 120 Barretts Road) - Construction	Construction of Barretts Road, including the construction of a sealed road, kerb and channel, and underground drainage. Project partially funded by the Federal Local Road and Community Infrastructure Program.	25,000													Completed
14431	2614	Street Lighting Renewal Program	New street lights to improve safety throughout the municipality.	32,000													OK
14549	2710	McCormicks Precinct Local Area Traffic Management	Installation of traffic management devices as detailed in the McCormick's Precinct Local Area Traffic Management study.	440,000													OK
14581	2983	Frankston Revitalisation Action Plan - Greenlink (Baxter Trail, City Centre - Monash University)	Construction of a new shared user path links to the Baxter Trail with the Frankston City Centre.	721,858													OK
14604	3202	Jubilee Park Stadium Traffic Management Strategy	Development and implementation of a traffic strategy to improve accessibility issues at Jubilee Park.	55,000													OK
14664	3208	Minor Asphalt Patching Renewal Program	Minor renewal works on roads - asphalt patching.	120,000													OK
14676	3194	LXRP Community Assets Improvements	Projects funded by the Level Crossing Removal Project (LXRP) to improve Council assets nearby to these works including shared user path between Skye Road and Frankston Station, Kananook Creek interpretative trail, shared user path connections on Seaford Road and Skye Road, car parking and kerb works along Bardia Avenue, Seaford and other related projects.	765,027													OK
14677	3236	Carrum Downs Recreation Reserve - Carpark & Traffic Management Improvements	Upgrade of the existing carpark and traffic management improvements at Carrum Downs Recreation Reserve.	122,276													Completed
14698	1694	Stotts Lane Construction	Construction of Stotts Lane.	25,000													OK
14762	3345	Greaves Court Shared User Path Construction (Seaford Wetlands to Peninsula Link Trail)	Construction of the link from the Peninsula Link Trail to the southeast corner of the Seaford Wetlands path network via Greaves Court.	300,000													OK
14859	3444	Central Frankston - Shared User Path Connections	Planning and design of several shared user path connections to Baxter Trail.	100,000													OK
14861	3446	Wittenberg Reserve Shared User Path (Wittenberg Reserve to Peninsula Link Trail)	Design and construction of a shared user path connection from Wittenberg Reserve to Peninsula Link Trail.	110,358													Completed
14864	3449	Nyora Close or Luther Place Shared User Path, Frankston	Design and construct shared user path connection from Nyora Close or Luther Place (to be determined), to Peninsula Link Trail.	0													Withdrawn
14865	3450	Shared User Path Connecting Mt Erin Secondary College, Stotts Lane, Baxter Village to Peninsula Link Trail	Design and construct shared user path connection from Peninsula Link Trail to Stotts Lane footpath, Mt Erin Secondary College and Baxter Village retirement village.	200,000													OK
14870	3455	Robinsons Road to Peninsula Link Trail Shared User Path	Design for future construction of a shared user path connection to specifically address the narrow footpath on the north side of Robinsons Rd, from the Pen Link trail to Robinsons Park road entrance (near no. 95 Robinsons Rd)	253,619													Completed
14909	1814	Centre Road (Aqueduct Road to North Road) Pathway Upgrade, Langwarrin	Design and construction of the Centre Road pathway from Aqueduct Road to North Road, Langwarrin.	175,000													OK
14910	2626	Frankston - Flinders Road Service Road (South of EscarpmentDrive) Reconstruction, Frankston South	Reconstruction of the service road on Frankston Flinders Road, south of Escarpment Drive.	50,000													OK
14911	2715	Skye Precinct Local Area Traffic Management	Implementation of the Local Area Traffic Management plan for the Skye Precinct.	45,000													OK
14941	3610	North Road Path Construction (Union Road to Warrenwood Place & Delicia Street to Centre Road), Langwarrin	Construction of a new path on North Road between Union Road and Warrenwood Place.	770,000													OK
14947	3617	Fletcher Road Shared User Path (Frankston Station to Baxter Trail), Frankston	Construction of a new shared user path along Fletcher Road from Frankston Station to Baxter Trail, Frankston.	250,000													OK

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14949	3626	Franciscan Avenue Speed Hump Installation, Frankston	Installation of speed humps in Franciscan Avenue, Frankston.	30,000													OK
14958	3680	Olivers Hill - Hopes Rise Landscaping Renewal, Frankston	Olivers Hill - Hopes Rise Landscaping Renewal, Frankston	45,000													OK
14959	3681	Beach Street Porphyry Paving Removal, Frankston	Beach Street Porphyry Paving Removal, Frankston	40,000													OK
14960	3682	Beach Street / McMahon's Road Intersection Street Lighting Upgrade, Frankston	Beach Street / McMahon's Road Intersection Street Lighting Upgrade, Frankston	90,000													Completed
14962	3690	Road Resurfacing Program	Resurfacing of roads throughout the municipality based regular on asset condition surveys.	1,197,000													OK
14963	3691	Railway Parade (Clovelly Parade to Eel Race Road) Road Renewal, Seaford	Railway Parade (Clovelly Parade to Eel Race Road) Road Renewal, Seaford	0													Re-allocated
14964	3692	McClelland Drive (Valley Road to Quarry Road) Road Renewal, Langwarrin	McClelland Drive (Valley Road to Quarry Road) Road Renewal, Langwarrin	351,000													Completed
14965	3693	Heatherhill Road (Frankston - Frankston-Flinders Road to Valley Road) Road & Traffic Management Device Renewal Frankston	Heatherhill Road (Frankston-Flinders Road to Valley Road) Road and Traffic Management Device Renewal, Frankston	1,100,000													OK
14966	3694	Sandhurst Boulevard (McCormicks Road to Barton Drive) Road Renewal, Sandhurst	Sandhurst Boulevard (McCormicks Road to Barton Drive) Road Renewal, Sandhurst	347,000													Completed
14967	3695	North Road / Union Road Intersection Renewal, Langwarrin	North Road / Union Road Intersection Renewal, Langwarrin	216,000													Completed
14968	3696	Robinsons Road / McClelland Drive Intersection Renewal, Langwarrin South	Robinsons Road / McClelland Drive Intersection Renewal, Langwarrin South	420,000													Completed
14969	3697	Young Street / High Street Intersection Renewal, Frankston	Young Street / High Street Intersection Renewal, Frankston	0													Deferred
14970	3704	Cranbourne-Frankston Road Shared User Path Renewal, Langwarrin	Renewal of the shared user path on Cranbourne-Frankston Road, Langwarrin.	60,000													OK
14971	3705	Edinburgh Drive Traffic Management Device Renewal, Skye	Replace chicane treatment with flat-top speed hump in Edinburgh Drive.	35,000													OK
14972	3706	Station Street (Broughton Street to Chapman Avenue) Threshold Treatment Renewal, Seaford	Renewal of the threshold treatment in Station Street (Broughton Street to Chapman Avenue), Seaford.	15,000													OK
14984	3751	Sandhurst Road Related Infrastructure Renewal Program	Renewal program of road and road related infrastructure assets in Sandhurst Estate in support of the Sandhurst Club Asset Transfer.	50,000													OK
14995	3764	Armstrongs Road Bridge Over Kananook Creek - Footpath Section Renewal, Seaford	Renewal of footpath section of the bridge over Kananook Creek on Armstrongs Road, Seaford.	292,000													OK
15002	3772	Frankston Metropolitan Activity Centre (FMAC) Traffic Circulation Plan, Frankston - Young Street Action Plan	Develop a Traffic Circulation Plan for the Frankston Metropolitan Activity Centre (FMAC) as part of the Young Street Action Plan.	50,000													OK
15003	3773	Young Street Transport Hub Plan - Young Street Action Plan	Develop a plan to revise the Young Street Transport Hub as part of the Young Street Action Plan.	65,000													OK
Economic Development																	
14869	3454	Frankston CBD Christmas Decorations	Renewal and purchase of Christmas decorations for the Frankston Central Business District.	50,000													Completed
14878	3468	Ballam Park Lighting Design	Planning and concept design development of public lighting improvements in Ballam Park.	9,467													OK
14904	3746	Nepean Boulevard Early Works - Greening The Boulevard	Delivery of new entry median planting in two locations (near Mile Bridge and the Waterfront Playground) within the Nepean Boulevard project corridor.	580,873													OK
14907	3582	City Centre Parklet Refresh and Renewal	Refresh and renewal existing parklets including removal of parklets no longer required.	200,000													OK
14933	3559	Mahogany Avenue Shopping Strip Improvements, Frankston North - Local Shopping Strip Action Plan Implementation	Mahogany Avenue Shopping Strip Improvements, Frankston North - Local Shopping Strip Action Plan Implementation	200,000													OK
14934	3560	Railway Parade Shopping Strip Improvements, Seaford - Local Shopping Strip Action Plan Implementation	Railway Parade Shopping Strip Improvements, Seaford - Local Shopping Strip Action Plan Implementation	50,000													OK
14977	3740	Skye Road Beautification and Major Pruning, Frankston	Beautification works and major pruning of vegetation in Skye Road, Frankston.	15,000													Completed
14981	3748	Nepean Boulevard Early Works, Frankston	Implementation of the early works package of the Nepean Boulevard Master Plan.	0													Re-allocated
14982	3749	Nepean Boulevard Signature Project, Frankston	Development and implementation of the Nepean Boulevard Signature Project as detailed in the Nepean Boulevard Master Plan.	100,000													OK
14999	3769	Young Street Streetscape Works, Frankston - Young Street Action Plan	Upgrade of the streetscape in Young Street, Frankston as part of the Young Street Action Plan.	100,000													OK
15000	3770	76 Young Street Asset Acquisition, Frankston - Young Street Action Plan	Explore strategic development opportunities, timelines and process support needs identified across Young Street.	50,000													Not Started
City Planning																	
13768	2597	Municipal Signage Strategy Implementation	Renewal of signage at various reserves and public realm spaces, implementing the outcomes of the Municipal Signage Strategy. Signage includes naming, regulatory and interpretive signage.	335,000													OK
14348	2859	Local Shopping Strip Action Plan - Major Improvement Program	Implementation of the Local Shopping Strip Action Plan.	447,537													OK
14626	2973	Frankston North Gateway Treatment	Development of improved gateway entry treatment of planting to provide a welcome to Frankston North on the Skye Road to Ballarto Road section of the Frankston Dandenong Road.	36,148													OK
14661	3203	Frankston Revitalisation Action Plan - Frankston Pier Creative Lighting	Install continuous lighting to Frankston Pier to support visibility and safety.	38,555													Completed

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14663	3207	Nepean Boulevard Early Works - Lighting the Boulevard (Davey Street to Beach Street & Mile Bridge), Frankston	Remove clutter and old barriers in the median and install new landscaping treatments beneath trees and feature tree lighting including the Nepean Highway Clock Tower.	250,000													Watch
14718	3223	Nepean Boulevard Master Plan Development & Design for Early Works Package	Development of the Nepean Boulevard Master Plan for Council endorsement including traffic assessment, stakeholder/authority/community engagement and BLCAC collaboration. Development of the Early Works designs including Features and Levels Survey, Mile Bridge lighting, Tree Illumination between Davey and Beach Street.	271,718													OK
14747	3307	Foreshore Boardwalk Lighting - Lighting Frankston Plan Implementation	New pedestrian-oriented lighting from Oliver's Hill lookout, integrated along the foreshore boardwalk to the Frankston Pier forecourt.	130,094													Completed
14749	3309	Frankston Waterfront Precinct - Frankston Lighting Plan Implementation	New lighting for the Frankston Yacht Club precinct including pedestrian connections.	85,000													Completed
14751	3311	Bridge Illumination Program - Lighting Frankston Plan Implementation	Install new pedestrian lighting on identified bridges to improve safety throughout the municipality.	48,842													Completed
14898	3489	Fairy Bud Lighting Trial in Trees	Install a proof of concept fairy/bud lighting treatment on trees to be selected.	23,932													Completed
Council strategy and performance																	
14832	2071	Project Management System	Develop the requirements and implement a project management system.	20,000													OK
Governance																	
11987	2919	Frankston Yacht Club Alterations & Fitout	Fit-out of the first floor of the Frankston Yacht Club facility for a restaurant and alterations to the ground floor café.	71,027													Watch
14840	3169	Arbour Walk Upgrade, including DDA pedestrain gate access- Frankston Memorial Park	Restore the condition of the Arbour walkway and provide a widened pedestrian entrance with new gate.	20,000													Completed
14887	3467	Beauty Park War Memorial Upgrade	Upgrade of the war memorial at Beauty Park.	186,506													OK
14953	3668	Frankston Memorial Park Minor Works Program	Implemenation of minor improvement to Frankston Memorial Park.	30,000													OK
Asset Management																	
11234	2587	Light Vehicle Replacement Program	Replacement of existing motor vehicles at planned service life. The program renews Council Tool of Trade fleet vehicles, and private use vehicles, based on asset condition, or at specific kilometre intervals.	1,297,178													OK
11288	2578	Office Furniture & Equipment Renewal	Renewal of office equipment and furniture to meet OH&S requirements and ensure staff safety.	53,000													OK
11304	2588	Heavy Plant Replacement Program	Replace items of heavy vehicles and plant at the end of their planned service life.	1,516,676													OK
13532	2557	Civic & Operations Facilities Renewal Program	Renewal works at facilities based on asset condition and occupant requests.	451,750													OK
13859	2562	Facilities Painting Program	Programmed repainting of external and interior surfaces on facilities based on the predicted life cycle of the surfaces treatments and service levels at Council owned facilities throughout the municipality.	105,000													OK
13959	2590	Minor Plant & Equipment Replacement	Replacement of minor plant and equipment at planned service life. Items include blowers, brush cutters, chainsaws, grinders, edgers, push mowers, etc.	30,000													OK
14143	2561	Facility Maintenance Contract Renewal Program	Renewal of building components identified through maintenance referrals under the Facilities Maintenance Contract.	200,000													OK
14480	2881	Storm and Vandalism Renewal Program	Reactive replacement and repair of components of facilities that have been damaged from storms or vandalism.	285,000													OK
14605	3220	Fleet Vehicle Acquisitions	Purchase of new Council vehicles to enhance service delivery.	50,000													Completed
14720	3233	Electric Vehicles - Charging Infrastructure & EV Vehicle Acquisition	Purchase one electric vehicle with decals and undertake a feasibility / design of implementing charging infrastructure at the Frankston Civic Centre.	60,000													OK
14722	3235	Operations Centre - Turf Shed Renewal	Renewal of the Turf Shed at the Frankston Operations Centre which is at end of life.	84,000													Completed
14734	3269	Sensor Deployment	Deployment of sensors across Council on an as needed basis.	30,000													OK
14735	3270	Data Asset Utilisation	Deployment of a CCTV network utilising AI to analysis feeds and provide insights and trends.	0													Withdrawn
14821	3463	Asset Management System (AMIS) Re-implementation	Develop business and technical requirements, and procure a system to replace the current Frankston Asset Management Information System (FAMIS) and works management system with a fit for purpose and future proof solution.	100,000													OK
14833	2286	Seaford Foreshore Public Toilet (opposite Armstrongs Road including accessible boardwalk) - Public Toilet Action Plan	Replace new freestanding public toilet at Seaford Foreshore and decommission the existing facility.	22,117													OK
14854	3435	Civic Centre Chambers	Minor improvement works the Council Chamber at the Frankston Civic Centre to resolve access issues and amenity.	180,000													OK
Customer service and experience																	
14641	3135	Future Ready Frankston Implementation	Delivery of Future Ready Frankston program including website improvements to Discover Frankston and Invest Frankston, and digitisation of services and transactions.	16,400													Completed
14642	3136	Digital Connect Implementation	Implement smart city technology.	60,000													OK
14923	3536	Customer Relationship Management (CRM) System Renewal	Replacement of Council's existing customer relationship management (CRM) system.	100,000													OK
14936	3597	Sharepoint Intranet	Replace current intranet with a new system based on SharePoint.	83,000													OK

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14937	3599	Pathway Digital Enhancements	Reskin ePathway and development of a sustainable solution for Pathway request to email.	70,000													OK
14938	3600	Artificial Intelligence and Robotic Process Automation Implementation Program	Implement artificial intelligence and robotic process automation to Council's information technology systems to increase efficiency and operational savings.	90,000													OK
14939	3601	Live Chat Renewal	Renewal of existing live chat system on Council's websites.	30,000													OK
14940	3606	Transparency Hub Enhancements	Implement enhancement to Council's Transparency Hub system.	56,000													Completed
Technology and information																	
11294	2812	Hardware & Device Renewal	Renewal of computer hardware and devices at end of life.	21,000													OK
11309	2573	GIS Mapping Renewal	Renewal of aerial photography, IntraMaps and MyAddress.	50,000													OK
12695	2813	Public PC Replacement	Renewal of public PCs at end of life.	30,000													OK
14372	2581	Remote Access Renewal	Renewal of the remote access system including a reviewing and identification of a suitable replacement solution.	46,000													OK
14373	2574	Mobile Device Management Renewal Program	Renewal of the device management software for mobile devices such as phones and tablets.	63,000													OK
14374	2582	WiFi Network Renewal Program	Renewal of WiFi infrastructure at Council Facilities.	45,000													OK
14454	2807	SQL Server Renewal	Renewal of SQL servers including relocating services to the cloud solutions.	55,000													OK
14455	2808	Network & Comms Renewal Program	Renewal works of fibre links and WAN according to highest need as assessed throughout the year.	312,000													OK
14703	2584	Finance system enhancements	Renewal of the finance system including process improvements and system enhancements.	32,000													OK
14727	3258	IT Strategy - Cloud Implementation	Implementation of a Cloud architecture solution.	30,000													OK
14729	3260	IT Strategy - Cyber Security	Implementation of a cyber security capability, resulting in the reduction of security risks at Council.	109,000													OK
14730	3261	IT Strategy - Enhance Integration	Develop and implement a system integration review which aims to achieve better system connectivity across Council.	90,000													OK
14732	3265	Microsoft 365 and Teams Calling	Implement an enterprise-wide platform for staff to collaborate online, especially considering that many staff are working remotely.	0													Re-allocated
14769	3352	FAMIS - System Integration	Integration of FAIMIS with the facilities maintenance contractors asset management system.	33,880													OK
14792	3394	New Council Phone Solution	Renewal of the Council phone system.	52,438													Watch
14795	3397	Business & Information Technology - Business Requests	Reactive replacement / purchase of business and information equipment requested by internal service departments.	80,000													OK
14891	3477	Document Management System - Content Manager (ReM) Upgrade	Upgrade Council's Document Management System (Content Manager & Kaphish Explorer) to the latest version including improved functionality / data security and ongoing system support.	26,832													OK
14897	3488	Datacentre Compute and Storage Renewal	Renewal of the existing datacentre computers, storage and management software.	250,000													OK
14919	3532	ReM Enhancements	Implement enhancements to Council's document management system.	25,000													OK
14920	3533	Information Management Strategy Implementation	Implementation of the actions within Council's Information Management Strategy.	75,000													OK
14921	3534	Ezescan Enhancements	Implement enhancements to Council's Ezescan system.	0													Re-allocated
14922	3535	Pathway UX Upgrade	Upgrade to Council's Pathway enterprise system platform.	50,000													OK
14924	3537	Facilities Booking System Renewal	Replacement of Council's existing facilities booking system.	120,000													OK
14925	3540	Consolidate Point of Sales Systems	Consolidate Council's point of sales systems to a single platform.	0													Withdrawn
14926	3541	Refit VM2020	Implement improvements to Council's cyber resilience systems.	0													Withdrawn
14927	3542	Firewall Replacement	Replacement of the existing firewall facility to Council's computer systems.	0													Withdrawn



Project Phase

Not Started

Planning and Scoping

Design and Documentation

Procurement

Delivery

Handover and Closure

Status

OK

Watch

Intervene

Completed

Withdrawn / Re-allocated

Project on track

Delayed beyond 1 month but within 2 months of schedule

Delayed beyond 2 months of schedule

Completed

Withdrawn, re-allocated or deferred

Progress status of the project at the time of assessment

Month of assessment

			Overall Program with MYBR Adjustments & Carry Forwards	63,261,492														
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Arts and Culture																		
14683	3232	Frankston Regional Arts Trail	Installation of three murals and seven sculptures including clear signage and directional markers on the Baxter Trail from the Frankston Arts Centre to the McClelland Sculpture Park.	450,000	Works underway to design three road crossing safety improvements including obtaining third party approvals. EOIs released for Pier Project and corridors and Connectors Project. Art installation has been completed on wall at Mitre 10 Karingal.													OK
Community Development																		
14600	3050	Nairm Marr Djambana Gathering Place Building Upgrades	Renewal of the existing facility to provide a fit-for-purpose as a Neighbourhood House, culturally safe and welcoming, accessible, child safe and environmentally sustainable.	100,000	Construction of a community multipurpose building. Tender documentation currently underway. Aiming to call tender in May and commence construction works in July 2025.													OK
Community Health																		
14181	2178	Langwarrin Child & Family Centre	Development of a new (3 playroom) kindergarten facility, MCHC, a community meeting room and and refurbishment of the community centre at the Langwarrin Community Centre site.	3,150,000	Construction commenced. Works in Occasional Care completed in mid March 2025. Project is to be completed end of December 2025.													OK
14665	3209	Baden Powell Kindergarten & Maternal Child Health Centre Refurbishment	Refurbishment of the Baden Powell Kindergarten & Maternal Child Health Centre.	752,854	Modular Building component and outdoor play space completed. Fit out expenses completed by May 2025.													OK
14811	2282	Seaford Child & Family Centre	Provision of a new (3 playrooms) kindergarten facility, MCHC and a community meeting room.	3,135,000	Construction commenced. Underground services works underway, structural steel framing completed March 2025. Roofing commenced April 2025. Project is to be completed end of November 2025.													OK
Sport and Recreation																		
14221	1357	Jubilee Park Indoor Multipurpose Netball Complex	Construction of a new indoor stadium to deliver a multisport facility for netball and basketball including an indoor cricket training hub, café and meeting room and amenities to service outdoor courts and the third oval. Works include stadium construction, additional car parking, forecourt construction and landscaping, pathway connections to the broader reserve and outdoor courts, directional and interpretive signage. Project jointly funded by Local, State and Federal Governments.	143,064	Final defect rectification works expected to be complete in May 2025.													OK

Project No	LTIP No	Project Title	Project Description	Adjusted Budget (EOY)	Project Comments	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Status
14247	1479	Eric Bell Reserve Pavilion Upgrade	Construction of a new two storey pavilion including change rooms, umpire rooms, first aid, storage and public toilets on ground floor, social room, kitchen, servery, meeting space and storage on first floor. Works include pavilion construction, integration of smart technologies, car park integration, car park lighting, pathway connections, ball retainment fences, oval connection including gates from change rooms to oval, external landscaping and beautification.	35,000	Eric Bell Reserve Pavilion was completed and handed over to tenants in May 2024. Building defects liability period to continue through to May 2025.													Completed
14280	1371	Kevin Collopy Pavilion Upgrade at Jubilee Park	Refurbishment of the existing pavilion including an extension to accommodate female friendly facilities, umpires facilities, canteens, storage and first aid rooms. Works include pavilion construction, landscaping and beautification, integration of smart technologies, car park integration, car park lighting, pathway connections, oval connection including gates from change rooms to ovals.	68,763	Project completed and handed over to sporting clubs in December 2024.													Completed
14500	1904	Lloyd Park Football Pavilion Upgrade	Renewal of the AFL/Cricket pavilion at Lloyd Park.	34,579	Project is at Defects Liability Period. Minor items to be fixed. Project being closed out in FY24/25													Completed
14636	3076	Frankston Basketball & Gymnastics Centre	Renewal and expansion of existing basketball facility to 10 courts and include a gymnastics centre at Kananook Reserve.	1,239,904	Ireland Brown Constructions were appointed as principal contractor under Design and Construct contract at Council Meeting on 24 March 2025. Design finalisation phase to commence in April 2025 with construction anticipated to commence in August 2025.													OK
14755	3328	Jubilee Park Landscaping, Lighting and Ancillary Park Infrastructure	Installation of additional landscaping, lighting and ancillary park infrastructure at Jubilee Park.	826,717	Picnic shelter and BBQ to be installed in April 2025 with the landscaping works RFQ out for pricing in April 2025. Expected completion in May/June 2025. Path works around the John Coburn oval are complete, seating installed in March 2025. Soft landscaping RFQ issued in early April with all 2024/25 works to be completed by end of June 2025.													OK
Biodiversity and Open Space																		
14191	1729	Ballam Park Regional Playspace Upgrade	Installation of a regional playspace as identified in the Ballam Park Master Plan. Works include upgrade of the front entrance and a new regional play space.	33,620	Project complete.													Completed
14332	1288	George Pentland Botanic Gardens Master Plan Implementation	Improvement works as identified in the George Pentland Botanic Gardens Master Plan.	50,000	Path designs to be complete by end May 2025. Some additional concept designs for external area of GPBG is being planned in May 2025.													OK
14530	1525	Monterey Reserve Master Plan Implementation	Implementation of the outstanding recommendations of the master plan to the southern part of Monterey Reserve including consultation with the community around participation needs and improving park amenities.	100,000	Initial concepts for internal stakeholders and community engagement completed in early March 2025. Engagement strategy and concept options reviewed. Community engagement expected in May 2025.													OK
14654	3181	Urban Forest Action Plan - Tree Planting on Major Roads	Tree planting and vegetation improvement works as identified in the Urban Forest Action Plan.	114,624	Works on ground complete. Project finalisation in progress.													OK
14696	1587	Baxter Park Access Road Upgrade, Frankston South - Master Plan Implementation	Reconstruction of the Baxter Park access road as detailed in the Baxter Park Masterplan.	200,000	Functional designs are expected to be completed by end of April 2025. Procurement to appoint a consultant for lighting and electrical design is underway.													OK
14743	3297	Seaford Wetlands Rejuvenation - Landscaping and Environmental Works	Undertake revegetation and habitat improvements within Seaford wetlands.	0	Project completed in 2023/24.													Re-allocated
14744	3298	Seaford Wetlands Rejuvenation - Wayfinding Signage	Install interpretive and wayfinding signage and a livestreaming station within Seaford Wetlands.	529,249	Content for the wayfinding signage has been approved and all signs fabricated. Cultural Heritage Management Plan is being developed. The naming of the viewing platform has delayed the installation of selected signs until the full process to officially name the viewing platform has been completed. Community consultation closed and the results are being reviewed and assessed.													Watch

Project No	LTIP No	Project Title	Project Description	Adjusted Budget (EOY)	Project Comments	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Status
14745	3299	Seaford Wetlands Rejuvenation - Facilities Upgrades and Interpretive Signage	Upgrade the infrastructure within Seaford Wetlands.	966,888	Landscaping at viewing platform completed. Interpretative signages designs underway with aboriginal art designs obtained from aboriginal artist. Gathering circle works will be completed in coming months after Cultural Heritage Management Plan is complete in May 2025.													OK
14818	3421	Sandfield Reserve Playspace, Carrum Downs	Installation of an expanded play space within Sandfield Reserve as detailed in the Sandfield Reserve Masterplan. Scope includes the installation of artifical creek bed & topography, play area & equipment, grass picnic area with shade trees, lighting & electrical works.	1,430,000	Sandfield Reserve Playspace construction is progressing well with equipment being installed. BBQ and Picnic areas underway. Project is planned for completion by June 2025.													OK
14886	3422	Sandfield Reserve Active Recreation Areas and Facility Upgrade	Development of park revitalisation improvements at Sandfield Reserve including paths, pedestrian lighting, multi use grass area and new community meeting space.	1,365,875	Works are underway with the bulk of the works programmed to begin in April 2025. Project is planned for completion by June 2025.													OK
14906	1868	Langwarrin District Playground - Frankston Play Strategy Implementation	Design & installation of a new district play space at Pindara Reserve, Langwarrin, as detail in the Lloyd Park Master Plan.	30,000	EMT briefed on potential options. EMT to be briefed again on options following federal election.													OK
Climate Change Action																		
14544	2684	Street Lighting Renewal Program - LED Conversion to 17W LED Lights	Renewal of street lights across the municipality resulting in an environmental performance increase and reduction in electricity costs and greenhouse emissions.	1,500,000	The LED light installation project remains on schedule, with 91% of the 1,243 lights successfully replaced. The remaining 9% require the procurement of specialised bracket arms and spigot adaptors. Project is on track for final completion in May 2025. The application for VEECs rebates has commenced for the completed 91% of installations.													OK
Integrated Water																		
14655	3196	Baxter Park Dam Safety Improvements	Design and implementation of safety improvement and amenity works at Baxter Dam.	57,553	Engaged GHD to design an alternative works package. Inception meeting with GHD to occur in mid April 2025.													OK
Parking																		
14682	3240	Kananook Commuter Car Park	Construction of a new multi-deck car park adjacent to Kananook Station and the Frankston Basketball Stadium at Kananook Reserve.	5,414,534	Multilevel car park & traffic signal works are near completion. Expect facility to be open for use late April 2025. Federal Infrastructure Minister Catherine King & local Federal Member Jodie Belyea has attended a site walk through on 20 February 2025. Official opening to be confirmed.													OK
Transport Connectivity																		
14117	2298	Seaford Local Area Traffic Management	Implementation of the Seaford Local Area Traffic Management (LATM) Study. On ground LATM Treatments include splitter islands, raised school and pedestrian crossings, speed humps, raised pavement intersection treatments, roundabout modifications, new roundabouts, speed limit changes, signage and linemarking improvements.	0	Grant application unsuccessful. The project deferred to future years at Mid Year Budget Review.													Deferred
14408	1807	Barretts Road (Robinsons Road to 120 Barretts Road) - Construction	Construction of Barretts Road, including the construction of a sealed road, kerb and channel, and underground drainage. Project partially funded by the Federal Local Road and Community Infrastructure Program.	25,000	Project complete.													Completed
14581	2983	Frankston Revitalisation Action Plan - Greenlink (Baxter Trail, City Centre - Monash University)	Construction of a new shared user path links to the Baxter Trail with the Frankston City Centre.	721,858	The safety fence along the rail line completed last year has been handed over to Metro Train Melbourne (MTM). Shared user path works are complete including in Clarendon Street. Lighting design complete and submitted to MTM for approval. Contractor has been engaged and is obtaining RIW cards to work near rail lines. Construction to continue into 2025/26.													OK

Project No	LTIP No	Project Title	Project Description	Adjusted Budget (EOY)	Project Comments	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Status
14676	3194	LXRP Community Assets Improvements	Projects funded by the Level Crossing Removal Project (LXRP) to improve Council assets nearby to these works including shared user path between Skye Road and Frankston Station, Kananook Creek interpretative trail, shared user path connections on Seaford Road and Skye Road, car parking and kerb works along Bardia Avenue, Seaford and other related projects.	765,027	Seaford Road and Dandenong Road East shared user paths are complete. Skye Road shared user path designs are complete. Construction awaiting consent from DTP to start works. Consent expected in coming weeks. Procurement for the Skye Road works is near contract award.													OK
Economic Development																		
14904	3746	Nepean Boulevard Early Works - Greening The Boulevard	Delivery of new entry median planting in two locations (near Mile Bridge and the Waterfront Playground) within the Nepean Boulevard project corridor.	580,873	Completed landscape works is establishing well with some minor infill planting to be undertaken. On track for completion and handover in October 2025.													OK
City Planning																		
14663	3207	Nepean Boulevard Early Works - Lighting the Boulevard (Davey Street to Beach Street & Mile Bridge), Frankston	Remove clutter and old barriers in the median and install new landscaping treatments beneath trees and feature tree lighting including the Nepean Highway Clock Tower.	250,000	Designs complete, awaiting tree management plan before proceeding to procurement phase.													Watch
14718	3223	Nepean Boulevard Master Plan Development & Design for Early Works Package	Development of the Nepean Boulevard Master Plan for Council endorsement including traffic assessment, stakeholder/authority/community engagement and BLCAC collaboration. Development of the Early Works designs including Features and Levels Survey, Mile Bridge lighting, Tree Illumination between Davey and Beach Street.	271,718	The Nepean Masterplan is undergoing a second phase of engagement following the Federal election. Master Plan Priority Advocacy Projects were endorsed at Council Meeting 2025/CM2. Tender documentation developed for central median lighting from Beach St to Davey to facilitate delivery in 2025.													OK
Governance																		
11987	2919	Frankston Yacht Club Alterations & Fitout	Fit-out of the first floor of the Frankston Yacht Club facility for a restaurant and alterations to the ground floor café.	71,027	Not yet started.													Watch
Asset Management																		
14720	3233	Electric Vehicles - Charging Infrastructure & EV Vehicle Acquisition	Purchase one electric vehicle with decals and undertake a feasibility / design of implementing charging infrastructure at the Frankston Civic Centre.	60,000	Review of preliminary report and findings underway. Project remains on track and is expected to be complete by May 2025.													OK
Customer service and experience																		
14642	3136	Digital Connect Implementation	Implement smart city technology.	60,000	Internal discussion on the project roadmap in progress. Discussion with business to understand the priority of the initiatives proposed by the vendor.													OK

Executive Summary**12.4 City Economy Quarterly Report**

Enquiries: (Tammy Beauchamp: Communities)

Council Plan

Level 1: 5. Thriving Economy

Level 2: 5.4 Elevate Frankston City's identity as an innovation hub and business-friendly city

Purpose

To present the Frankston City Council January – March 2025 City Economy Quarterly Report, which is comprised of the Economic Scorecard and the Frankston Business Collective Report.

Recommendation (Director Communities)

That Council:

1. Receives the Frankston City Council Economic Scorecard January – March 2025;
2. Acknowledges and celebrates key highlights this quarter including:
 - Completion of Council's 2024-25 Business to Business (B2B) Grants program;
 - New Customer Relationship Management System;
 - \$50 million in Nepean Highway funding from the Federal Government;
 - Officers actioned 95 Business Concierge requests, provided business mentoring to 10 recipients, delivered 5 workshops to 62 participants and 155 additional business support engagements were recorded this quarter;
3. Receives the Frankston Business Collective (FBC) Quarterly Progress update for January – March 2025; and
4. Notes the key highlights including:
 - Advocacy for Council's key advocacy priority – the Nepean Highway revitalisation. The FBC created a petition for the community to support the priority;
 - The FBC forecast to 30 June 2025 is for a \$12k net profit. This is the first year the FBC has reported a forecast profit.

Key Points / Issues

- At its meeting of 9 September 2024, it was resolved that Council: *7. Receives FBC quarterly updates via a new quarterly report to Council which will combine an update on the FBC with the quarterly update on the Economic Scorecard;*
- The Frankston City Council Economic Scorecard (Attachment A) is a quarterly report, developed to inform both current and future economic development, investment activities and decision making.
- The Frankston City Council Economic Scorecard is comprised of two components. The first component is the annual Economic Snapshot of the municipality. It includes Section 1 - Economic Overview, Section 2 - Workforce, Skills and Resilience, and Section 3 - Investment and Spending.

12.4 City Economy Quarterly Report**Executive Summary**

- Data used to inform these Sections is sourced from Spendmap by Geografia, Profile i.d Demographic and REMPLAN Economy software systems. This data has recently been updated to reflect the latest Remplan Data – Release 2, 2023 (published April 2024).
- The second component of the Frankston City Council Economic Scorecard is Section 4 - Council's commitment to local businesses. This section provides a quarterly overview of the services and programs provided by Council to support new and existing business operators and the overall economy.
- Data and other information used to inform Section 4 - Council's commitment to local businesses - is compiled by Officers.
- Key highlights for the January – March 2025 quarter include:
 - Completion of Council's 2024-25 Business to Business (B2B) Grants program
 - New Customer Relationship Management System
 - \$50 million in Nepean Highway funding
 - Officers actioned 95 Business Concierge requests, provided business mentoring to 10 recipients, delivered 5 workshops to 62 participants and 155 additional business support engagements were recorded this quarter.
- Local business success stories for January – March 2025 include:
 - Mille N Me
 - Seaford Dental Group
 - The Treasure Chest Indoor Market
 - Spicy Web.
- Business Testimonials for Council's Economic Development team for January – March 2025 include:
 - Garron Skylights
 - Stachehouse
 - Sayce Jewellery
 - Woodwalk Psychology
 - Animal Healing Haven
 - Elite Engineering
 - Nidek Property Group.

Frankston Business Collective

- The Frankston Business Collective quarterly update for January - March 2025 identifies key deliverables. Key highlights include:
 - Advocacy for Council's key advocacy priority – the Nepean Hwy revitalisation. The FBC created a petition for the community to support the priority – as at 15 April there were more than 920 signatures.

12.4 City Economy Quarterly Report

Executive Summary

- Financial Performance - the FBC forecast to 30 June 2025 is for a \$12k net profit. This is the first year the FBC has reported a profit.
- Board activities:
 - Bernadine Geary has been reappointed as the CEO of the FBC.
 - David Friend has been appointed as the Chair of the FBC.
- Events
 - FBC's events continue to generate a surplus, assisting to meet FBC financial targets.
 - It is important to note that non members are regularly attending events and conversion to a membership from those attendees is building.

Event	Date 2025	# Members	# Non Members	Total Number	Number joined / upgraded
Speed Networking – Extreme	27 Feb	57	6	63	3
Education Session – Ashleigh Alsadie	27 Feb	28	3	31	2
Networking – Hotel Lona	20 Mar	52	12	64	0

- Membership Growth
 - There is continued positive growth across all membership tiers, especially the Frankston Community tier.

Membership Level	Member # as at 31/1/2025	Member # as at 28/02/2025	Member # as at 31/3/2025	Growth for the month
Strategic	13	13	13	0
Executive	39	39	41	2
Essential	181	170	154	-16
Frankston Community	25	42	67	+25
Totals	258	264	275	11

- Strategic Direction
 - The FBC has recently conducted a review of the membership tiers and benefits, focusing on membership growth.
 - A new Corporate (\$2.5k) tier to bridge the gap between the Strategic (\$5K) and Executive (\$7.5k) membership has been introduced, which is expected to be more appealing to medium-sized businesses.
 - Additionally, the FBC have reviewed the membership marketing and communications strategies, with implementation planned for April, including a strategic expansion to support Mornington Peninsula

12.4 City Economy Quarterly Report**Executive Summary**

businesses with interest in Frankston/region opportunities.

Financial Impact

There are no financial implications associated with this report.

Consultation**1. External Stakeholders**

There were no external stakeholders required to be consulted in the development of this report.

2. Other Stakeholders

There were no internal stakeholders required to be consulted in the development of this report.

Analysis (Environmental / Economic / Social Implications)

The Economic Scorecard provides an annual overview of the current structure and recent performance of the Frankston City economy. By analysing key indicators of the economy, Council and the community can build a clear understanding of the economic health and progress of the City. This supports Council, current businesses, investors, future businesses, and residents to make more informed decisions.

A quarterly report on the programs and services provided to local businesses helps to build confidence in the business community, raise the profile of Council supports available and encourage new business operators to Frankston City.

The FBC has been designed to support businesses in the Frankston region with a view for economic improvements in the Municipality. The FBC Quarterly Progress Report identifies the support being provided to local businesses in Frankston.

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 impacts relevant to this report.

Policy Impacts

There are no policy impacts relevant to this report.

Gender Impact Assessments

No gender impact assessment was required. This initiative has no impact on our community or the public.

Officer's Declaration of Interests

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

Risk Mitigation

Data used to inform the annual snapshots included in Section 1. Economic Overview, Section 2. Workforce, skills and resilience, and Section 3. Investment and spending is

12.4 City Economy Quarterly Report**Executive Summary**

drawn from secondary data, compiled by economic and expenditure modelling software systems. Some of the data used has a considerable publication lag time and findings presented should be considered as estimates only.

Conclusion

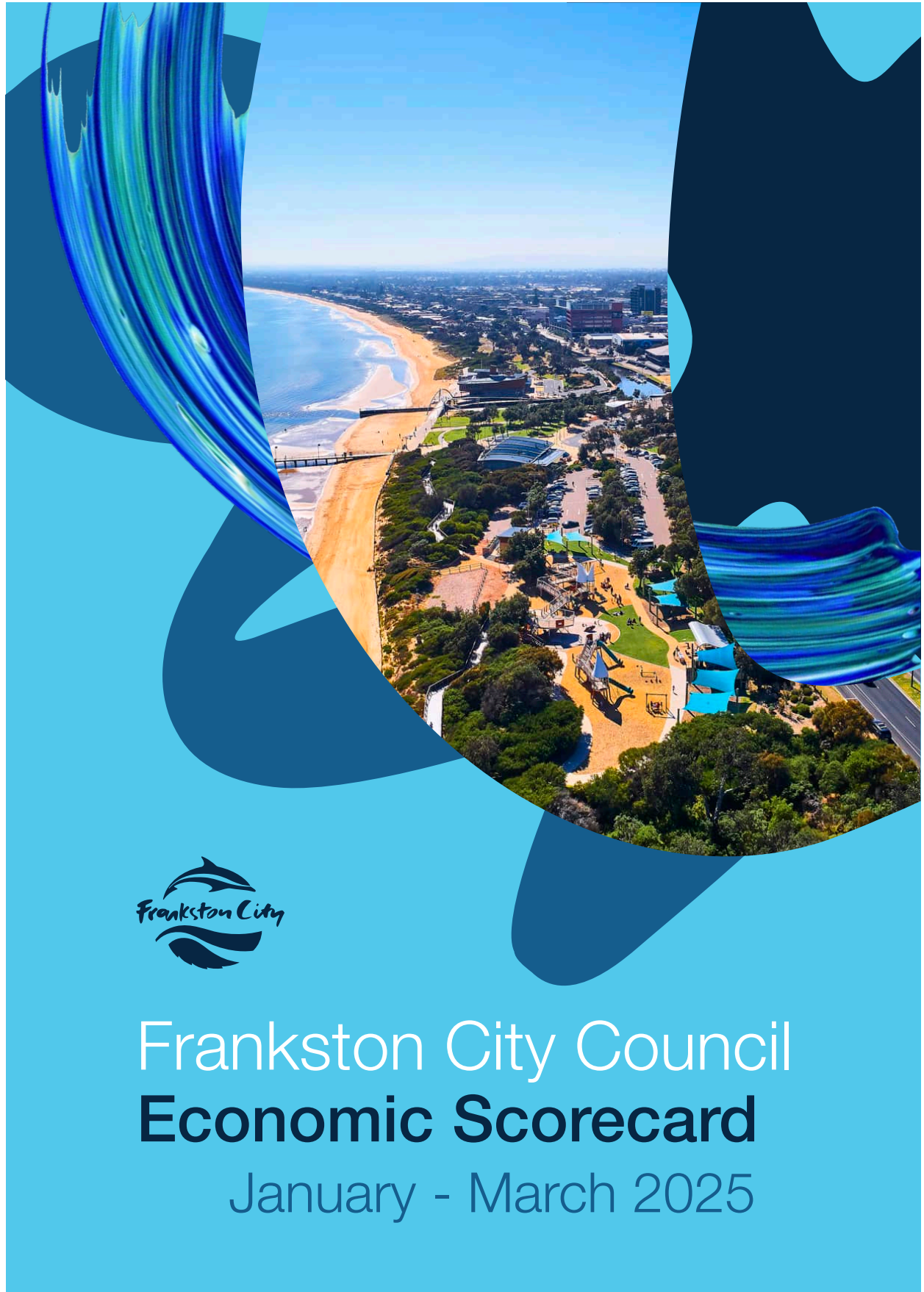
The Frankston City Council Economic Scorecard January – March 2025 includes both an annual Economic Snapshot of the municipality and an overview of the services and programs provided by Council to support new and existing business operators during January – March 2025.

The FBC Quarterly Progress Report provides details on the events attendance, membership base and financial results.

ATTACHMENTS

Attachment A: [↓](#) Frankston City Council Economic Scorecard January - March 2025

Attachment B: [↓](#) Frankston Business Collective Jan March 2025



Introduction

The purpose of this document is to provide an overview of the current structure and recent performance of the Frankston economy.

This scorecard is a tool to monitor the performance of the economy and over time, track outcomes from the City's Economic Development Strategy.

By analysing key indicators of the economy, Council and the community can build a clear understanding of the economic health and progress of the region. This supports Council, current businesses, investors, future businesses, and residents to make informed decisions.

The scorecard has two components —

Annual snapshot: this data is reviewed and updated on an annual basis. This document includes economic data as at 30 September 2024.

- Economic overview
- Workforce, skills and resilience
- Investment and spending

Council's commitment to local businesses

Quarterly Snapshot October – December including:

- Key highlights
- Business success stories
- Business Engagement
- Business concierge service

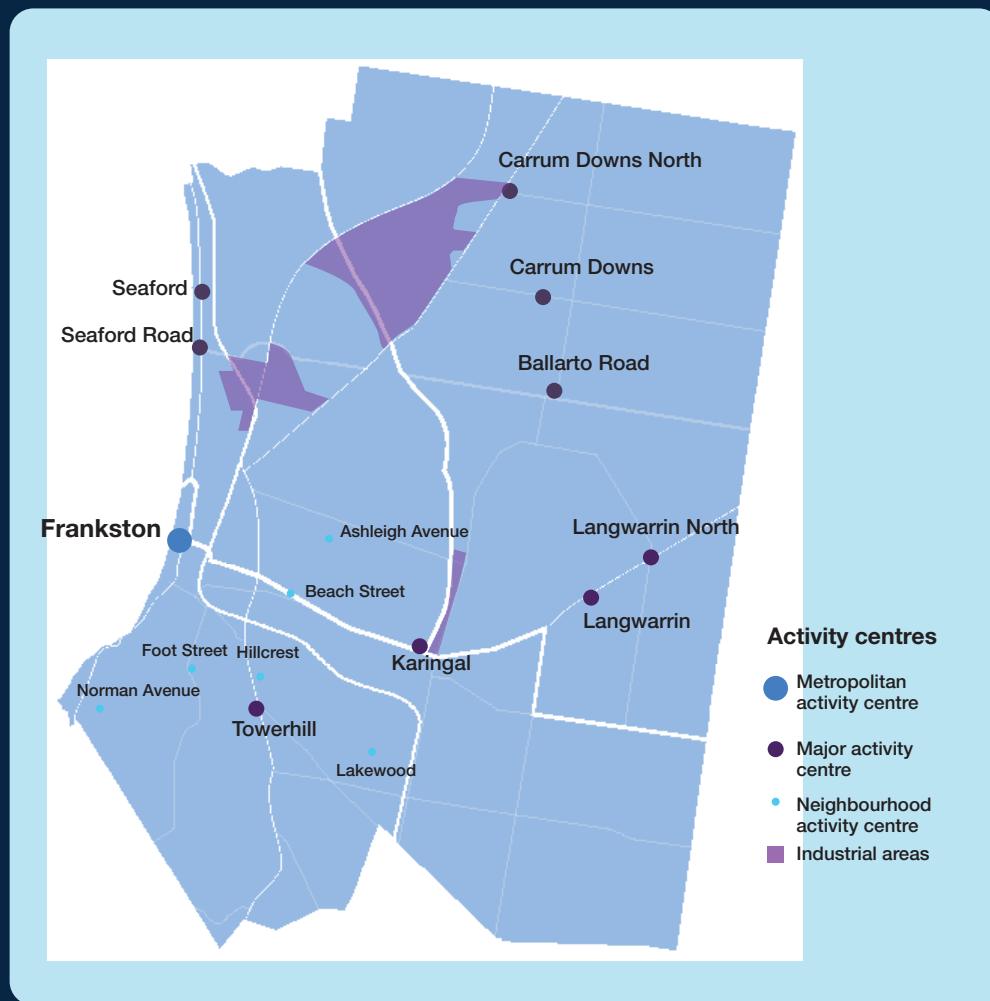




01

Economic Overview

Annual Snapshot
as at 30 September 2024



Frankston's activity centres and industrial areas

Frankston City has 1 Metropolitan activity centre, 1 Major activity centre, 21 Neighbourhood activity centres and 6 Industrial Areas.

The Frankston Metropolitan activity centre is a higher-order centre, as defined by the Victorian Government, that provides a diverse range of jobs, activities and housing. The centre serves the wider region and is well served by public transport.

Karingal is the only Major activity centre in the area. A major activity centre is an area that has been defined by the Victorian Government as the preferred hub for services, employment, housing, public transport and social interaction.

Neighbourhood activity centres are local centres that provide access to local goods, services, employment opportunities and serve the needs of the surrounding community. These centres serve smaller, local areas and have an important role in giving people the ability to meet most of their everyday needs within 20 minutes of their home.

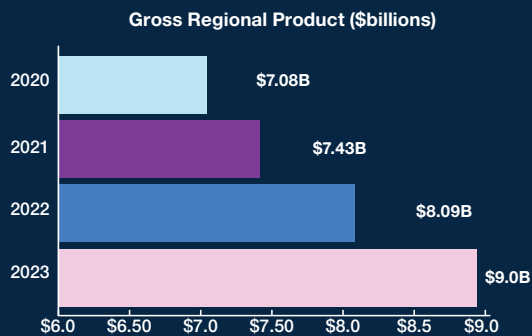
The City's industrial areas comprise of 6 distinct precincts which together are a leading source of regional employment growth, economic activity and investment attraction. These include Carrum Downs, Seaford North, Seaford, Frankston, Frankston East and Langwarrin.

Growth in the Frankston economy

The Frankston City economy has been growing steadily over recent years, with a significant spike in Gross Regional Product (GRP) between 2020 and 2023 as the economy bounced back from the economic effects of the Covid-19 pandemic.

The top four contributing industries to the City's GRP are health care and social assistance; rental, hiring and real estate; construction; and manufacturing.

Frankston's Gross Regional Product, 2020–2023



Source: REMPLAN, Release 2 2023
(published April 2024)

Top 4 industries

\$1.37B

Health care and social assistance

\$1.37B

Rental, hiring and real estate services

\$1.06B

Construction

\$580M

Manufacturing

Source: REMPLAN, Release 2 2023
(published April 2024)

Industry sector	Gross Value Added
Health Care & Social Assistance	\$1,372,305
Rental, Hiring & Real Estate Services	\$1,371,958
Construction	\$1,068,796
Manufacturing	\$580,872
Electricity, Gas, Water & Waste Services	\$550,095
Education & Training	\$511,757
Retail Trade	\$502,301
Professional, Scientific & Technical Services	\$374,211
Public Administration & Safety	\$348,592
Wholesale Trade	\$237,547
Financial & Insurance Services	\$252,860
Transport, Postal & Warehousing	\$232,200
Administrative & Support Services	\$165,260
Accommodation & Food Services	\$162,153
Other Services	\$148,458
Information Media & Telecommunications	\$117,892
Agriculture, Forestry & Fishing	\$63,891
Mining	\$59,102
Arts & Recreation Services	\$55,648

Source: REMPLAN, Release 2, 2023
(published April 2024)

Businesses and industries

Frankston's businesses and local industries are growing.

There are over 160 businesses in Frankston with turnover greater than \$10m. These are vital economic anchors and export earners for the economy. However, most of the City's business community is comprised of small and medium enterprises which are essential to the growth of the local economy.

Health care and social assistance continues to be the biggest employer in the region and strong growth in the industry is expected to continue.

13,861

Registered businesses in
2024

\$4.8B

Regional exports in 2023

\$9.0B

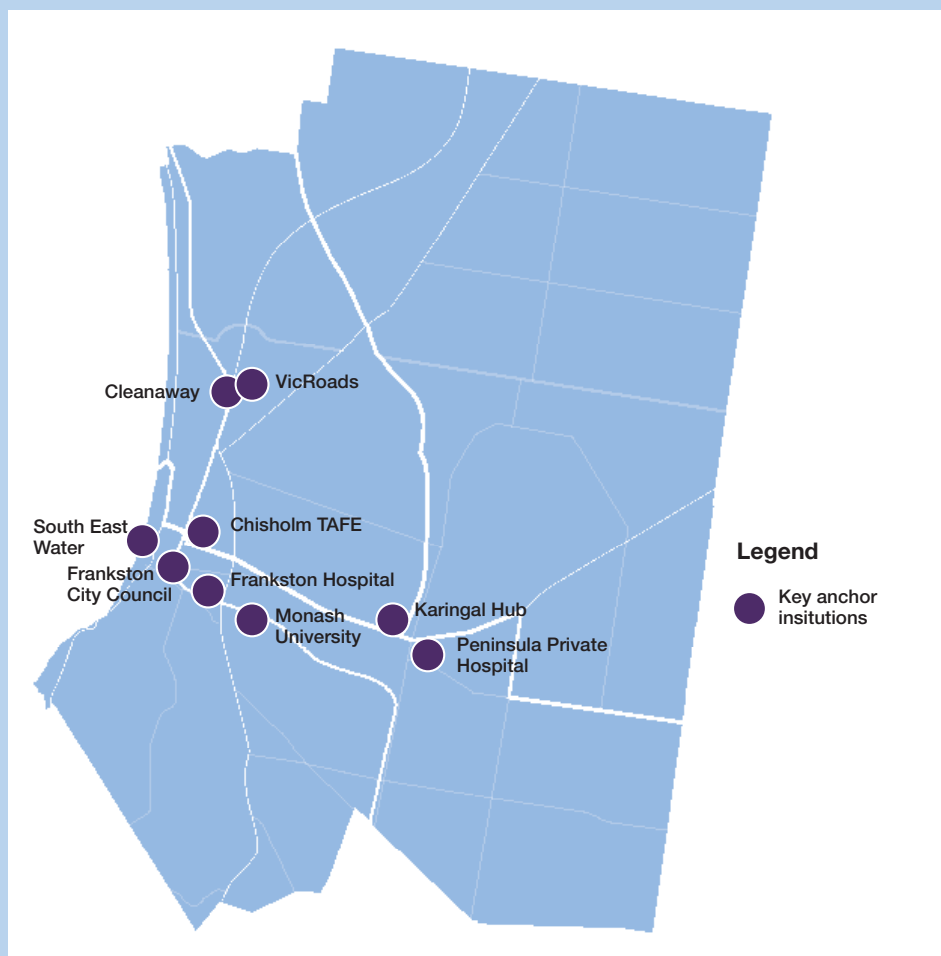
Gross regional product in 2023

Source: REMPLAN, Release 2, 2023
(published April 2024)

Rank	Industry sector	Export value (\$M) Frankston City	Greater Melbourne (\$M)
1	Manufacturing	\$1,502,585	\$63,701,341
2	Construction	\$1,142,228	\$23,282,820
3	Electricity, Gas, Water & Waste Services	\$765,861	\$5,558,430
4	Health Care & Social Assistance	\$544,966	\$65,173

Source: REMPLAN, Release 2, 2023 (published April 2024)

Frankston's key anchor institutions



Source: SGS Economics and Planning, 2023

Key anchors

Key anchors are institutions and businesses that have an important presence in Frankston as large-scale employers and purchasers of goods and services.

Key anchors play a vital role in a local economy by providing stability, generating employment opportunities, fostering community development, and attracting investments. They serve as economic pillars, driving growth, supporting other sectors, and creating a sense of place.

Anchor institutions are typically situated and operate in the same locations for long periods of time. Anchor institutions provide stability for smaller local businesses to be attracted to the area and provide goods and services to the institution and its employees.

Anchor institutions can commit to building local wealth in an area through local procurement, investment and workforce.



02

Workforce, skills and resilience

Annual Snapshot

Local population, workers and skills

Nearly half of Frankston's workers find employment within the city. As more people work locally and work from home, more spending is captured locally.

The stock of knowledge, experience and skills in the economy is critical to economic performance. This is often referred to as 'human capital'. Without a stock of knowledgeable and skilled people, businesses cannot function. An undersupply of skilled labour will impede economic growth and development.

The number and percentage of local residents employed in local jobs



54,633

Jobs in Frankston City

141,002

Population in 2022

34

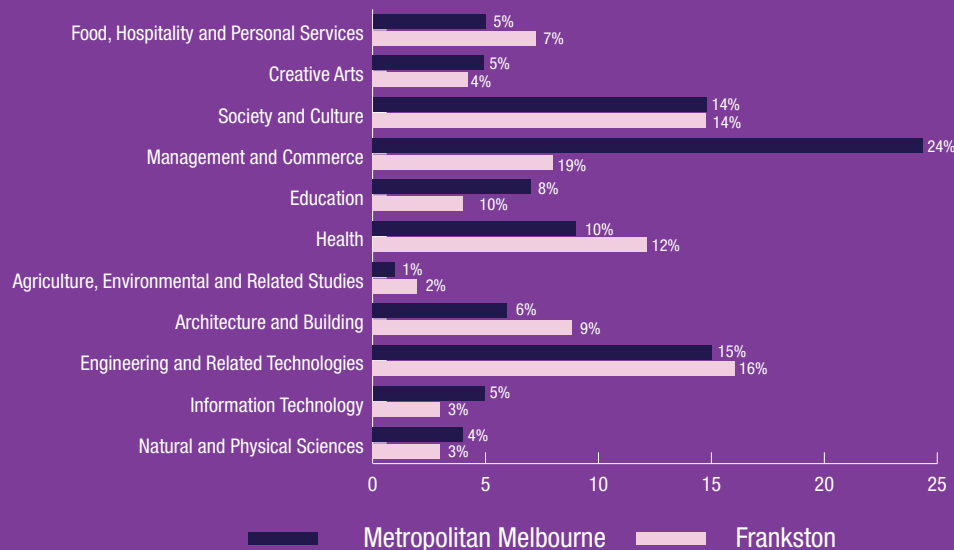
Jobs per 100 residents in Frankston City

161,660

Population in 2041

Source: REMPLAN, Release 2, and Profile. Id (informed decisions), February 2023

Frankston City resident qualifications compared to Metropolitan Melbourne



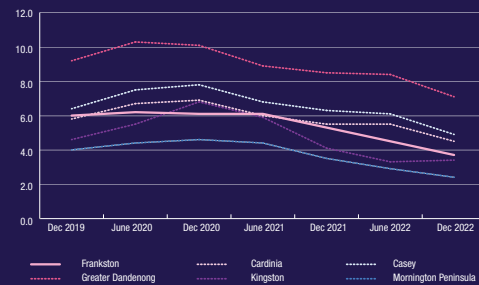


Unemployment rates

Frankston has an engaged workforce with low unemployment rates in the region.

- Unemployment in Frankston peaked at 7 per cent in 2017. During the pandemic it reached 6.5 per cent before falling back to 4.6 per cent in 2022. A low unemployment rate is a core aim of economic development.
- Female unemployment is just over 4 per cent in Frankston. Compared to Melbourne, Frankston has a low female unemployment rate.
- In Frankston, unemployment for people aged 15-24 has declined since 2016, down 3 percentage points.

Frankston City's Unemployment Rate compared with neighbouring LGA's



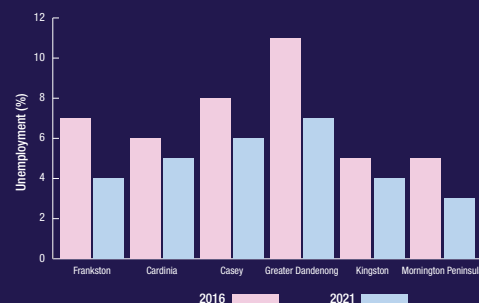
Source: SGS Economics and Planning using ABS Labour Force and National Skills Commission Small Area Labour Market data, 2022

Frankston City's Youth (aged 15-24) Unemployment Rate compared with neighbouring LGA's

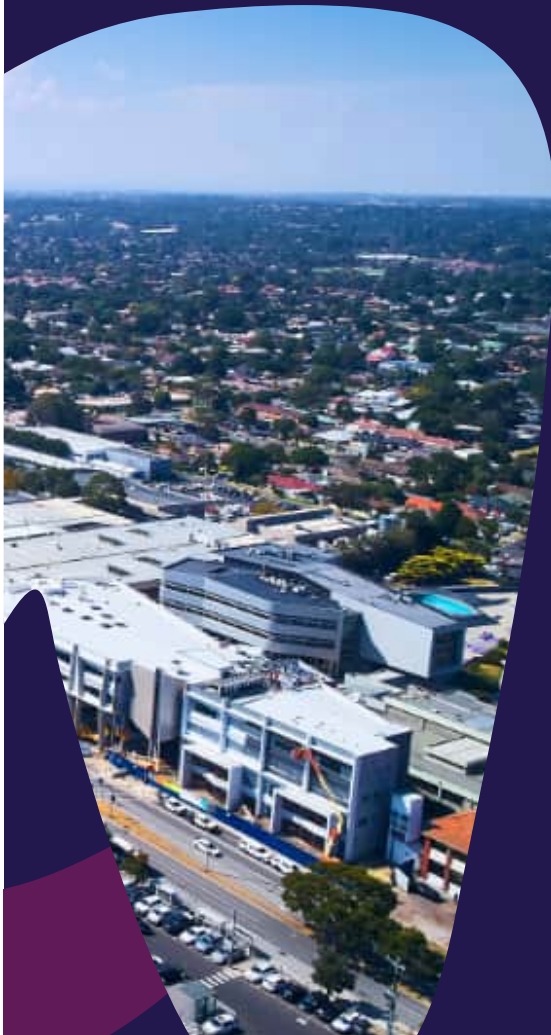


Source: ABS Census, 2021

Frankston City's Female Unemployment Rate compared with neighbouring LGA's



Source: ABS Census, 2021



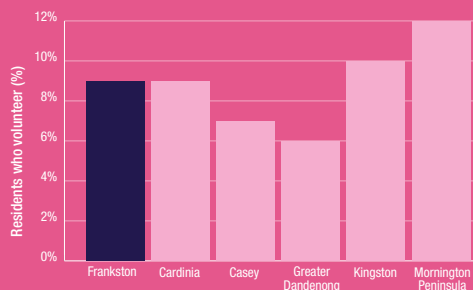
Economic resilience

Nearly 9 per cent of Frankston's population is involved in volunteering. Volunteering is a pillar of strength in the community with nearly 12,000 residents making economic and social contributions without financial gain.

Frankston residents are engaged, have a high sense of social inclusion and reasonably high levels of life satisfaction pointing to an engaged local community.

An engaged, local community can play a vital role in fostering economic resilience by creating a supportive environment for businesses, encouraging entrepreneurship, and fostering collaboration among community members. By creating a supportive environment, the community strengthens its economy, adapts to challenges and shocks such as Covid-19, and sustains the wellbeing of its residents.

Percentage of Frankston City residents volunteering compared with neighbouring LGA's



83%

of residents' feel valued by society.

83%

of residents' feel most people can be trusted.

75%

of residents' have a high or very high life satisfaction.

Source: Victorian Department of Health, Victorian Population Health Survey, 2020

Local Business experience with the Economic Development Team

In September 2024, the Economic Development team conducted an Annual Business Survey with local businesses to better understand how Council

can help and support them and the type of services needed by business operators. 102 responses were received.

We asked whether "you have interacted directly with a member from Council's Economic Development team?"

Yes	13%
No	67%
Not sure	20%

We asked "if yes, how satisfied were you with the service provided by the Economic Development team?"

Very Satisfied	92%
Satisfied	8%
Dissatisfied	0%
Very Dissatisfied	0%

03

Investment and spending

Annual Snapshot



Local spending

While there was almost \$3.5 billion spent locally in Frankston, over \$1.7 billion was spent by residents outside the local area between October 2023 - September 2024.

Escape spending reduces the circulation of money

within the local economy, resulting in a weakened multiplier effect. On the other hand, escape spending highlights an opportunity to redirect and capture a portion of that spending back into the local economy.

\$3.49B

Total local spend

\$1.65B

Resident escape spend

\$1.45B

Visitor local spend

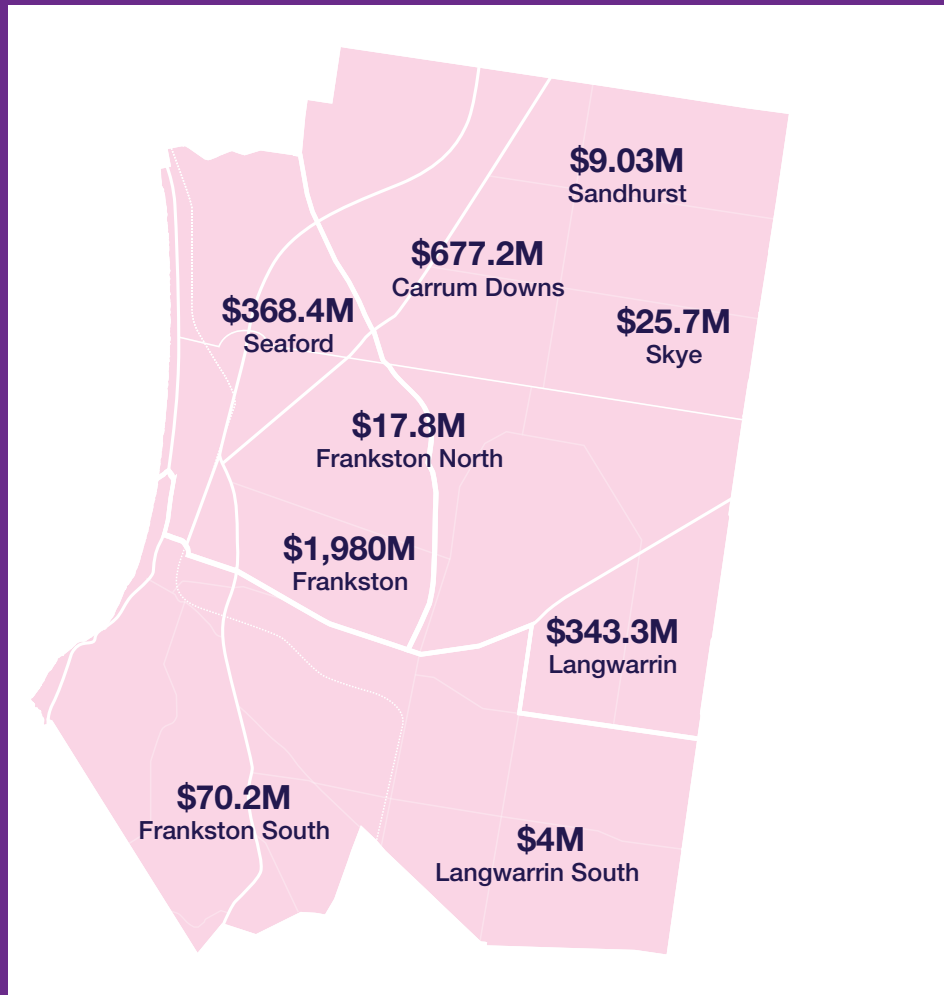
\$485M

**Total local spend in the
night-time economy**

Source: Spendmap October 2023–September 2024

Total local spend by suburb within Frankston City

Of the \$3.49B total local spend, 57 per cent is spent within Frankston, with the remainder distributed across the municipality.



Source: Spendmap October 2023–September 2024

Local investment

Building approvals are a measure of construction activity in the economy. Approvals indicate confidence in the business community and residents to invest. The supply of available land is a vital determinant of the level of investment.

The growth of the Frankston region has the backing of Victorian Government investment and projects. Investment from government at different levels shows recognition of the areas value and a commitment to long term growth. Investment and funding acts as catalysts for economic activity

Value of building approvals in Frankston City



Source: ABS Building Approvals, 2024

276

Residential building approvals 2023-2024

\$181M

Value of residential building approvals 2023-2024

\$327M

Value of non-residential building approvals 2023-2024

Source: ABS Building Approvals, 2024

Key State Government investment and project commitments

Place-based education and Wellbeing programs

Seaford North Primary School

Source: Victorian Government Budget, State Capital Program 2024-25

04

Council's commitment to local businesses

January – March 2025



Key highlights

\$50m in Nepean Highway funding

Frankston City's ongoing transformation has taken a massive step forward, thanks to a major Federal Government investment in a rejuvenated Nepean Highway. Frankston City Mayor Kris Bolam welcomed the Prime Minister's announcement of \$50 million towards improvements along Nepean Highway in Frankston, saying "this is a major win for Frankston City and sets the scene for a vibrant and prosperous future for our city centre". "Businesses will thrive, developers will invest, new residents and visitors will flock to Frankston's city centre following these crucial improvements," said Mayor Bolam. Council has worked with the Department of Transport and Planning over a number of years and has consulted community on the future of Nepean Highway, with a Nepean Boulevard Master Plan adopted earlier this year and an advocacy campaign led by Council, the Frankston Business Collective and Committee for Frankston and Mornington Peninsula.

Mayor Bolam said the funding announced by the Federal Government could enable Council to deliver a range of signature works identified in the Nepean Boulevard Master Plan, but also work towards other key elements of Frankston City's broader transformation, including improved traffic flow and more active transport connections.

"We've worked hard to put Frankston City in a unique position where all three levels of government share a united vision for the future of our community. I'd like to thank the Federal Government and local Member for Dunkley Jodie Belyea for investing in our community and putting Frankston City first, and also the support of State Member for Frankston Paul Edbrooke in securing this once-in-a-generation opportunity for our City."

"I now look forward to working with the Federal Government, Department of Transport and Planning, key stakeholders and local community to ensure these funds deliver the future our city so richly deserves."

More details on the Nepean Boulevard Precinct Revitalisation and Master Plan are available at: <https://www.frankston.vic.gov.au/Council/Frankston-City-First/Nepean-Boulevard-Precinct-Revitalisation>



B2B Grants

Council's 2024-25 Business to Business (B2B) Grants were delivered this quarter, with 125 applications received. 100 grants of \$1,000 each were awarded to Frankston City businesses to spend with another Frankston City business - equating to a total local spend from the grants of \$207,967. Congratulations to all successful applicants and to the local businesses they have chosen to spend the grant with. Testimonials from just a few local businesses are below.

New Customer Relationship Management system

The Economic Development team are now using a new Customer Relationship Management (CRM) system to better engage with our local business community. The team recently transferred all Business eNews subscribers to the new CRM and is also using this to better target information to specific Frankston businesses and industries. This approach is proving very popular with our local businesses who tell us that receiving information especially targeted to them is appreciated.

Business 'Welcome' email

Council's Economic Development team send out 'Welcome' emails from business@frankston.vic.gov.au to all new businesses, as reported to Council by the Australian Business Register. The email provides information on the various Council supports on offer to them and links to further information and team contact details. This quarter 'Welcome' emails were sent to 83 new business operators in Frankston City.

Frankston Business Directory

Council's 'Frankston Business Directory' continues to grow with 250 local businesses included at the end of this quarter. Designed to help support, connect and promote local businesses within the Frankston City municipality, the directory is a trusted source for residents and other businesses to find local trades, retailers, services and home-based businesses. It also helps to strengthen our economy, keep dollars local and provide free advertising for our hard-working Frankston City businesses. For more information visit <https://www.frankston.vic.gov.au/Business-and-Growth/Business-directories/Frankston-City-Business-Directory>

The Crusty Loaf Bakery wins Frantastic Food Safety Excellence Award

The dedicated team at *The Crusty Loaf Bakery* in Frankston were recently announced as the winners of the **Frantastic Food Safety Excellence Award**. With over 1,100 food businesses across Frankston City, this annual award recognises the top food business that excels in safe food handling practices and provides customers with exceptionally safe food. A special thanks to our team of Environmental Health Officers, whose annual food safety inspections support our local food businesses to maintain high food safety standards throughout the year. Their hard work is invaluable in ensuring the hospitality and tourism sector continues to thrive in Frankston City.

Local business success stories

Millie N Me Celebrates 100,000 online orders

Local fashion retailer Millie N Me at Heatherhill Rd, Frankston, has hit an incredible milestone, surpassing 100,000 online orders on 9 January, 2025. What started in owners Ebony & Lynne's garage has grown into a thriving business with three store locations—Frankston, Cranbourne, and Port Douglas—and a team of 12 employees.

Millie N Me has built a strong following by offering stylish, size-inclusive fashion with a focus on affordability, fast shipping, and top-tier customer service. Their commitment to empowering women through fashion has made them a go-to destination for wardrobe staples and statement pieces alike.

"We're beyond grateful for every single one of you who has supported us on this wild ride." The team shared.

The Treasure Chest Indoor Market Update

Council Officers have supported the Treasure Chest to activate a previously vacant property. The Treasure Chest Indoor Market, has opened at 229 Beach Street, Frankston.

Seaford Dental Group re-opens

After four years of closure, Seaford Dental Group is now open again under new management. The iconic signboard at 304 Frankston-Dandenong Road, which has been there since 1981, is lit up again with the clinic undergoing a renovation. The centre closed during the pandemic and has been unable to open until now. To celebrate World Oral Health Day (20th March), the Seaford Dental Group hosted a family day on Sunday, 23rd March.

Visit www.seaforddentalgroup.com.au for more.

Spicy Web Update

Last year, the Investment Officer met with Spicy Web to discuss potential opportunities in Frankston that cater to their growth requirements in the next few years. Several on-market and off-market sites were presented, and Spicy Web has now relocated to the top floor of 54-58 Wells Street, above the old AusPost building.

Testimonials

"The Frankston City Council Business Grant application process was clear and well-organised, allowing us to effectively communicate our vision and goals. We truly appreciate the Council's commitment in supporting local businesses and fostering growth in the community. Thank you to the Council for this wonderful opportunity. Your support empowers businesses like ours to expand, innovate, and contribute to Frankston City's economy. We are excited about the journey ahead and look forward to making a positive impact together." **Michelle Dunn - Garron Skylights**

"The application process (for the grant) was really straightforward. I had plenty of support from staff whenever I had any questions. Keep up the amazing work." **Mark Rigby - Stachehouse.**

"Oh my goodness!! Thank you so much!!! This (B2B Grant) means the world to me and I can't wait to upgrade my equipment. Huge Thank you - I am SOOOOO grateful :-)" **Lori Hand - The Height Life**

"Thank you so much, for the B2B Grant - so incredible grateful. This will help my business out a lot." **Kathy - Sayce Jewellery**

"This is wonderful news! It (the B2B Grant) will greatly assist me to establish my business and I hope, also helps Amanda with hers. Thank you so much." **Siobain - Woodwalk Psychology**

"Thank you (for the B2B Grant) :) Very exciting and much appreciated!" **Ashleigh Hodgson - Animal Healing Haven**

"Thank you very much for approving our (B2B) grant and we are very excited about the opportunity this creates in providing funding for us to collaborate with Burst Branding (in Seaford) which is great for 2 local businesses!" **Hayden Jackson - Elite Engineering**

"Frankston City Council's business events have been a real asset for the Nidek Property Group. Their workshops consistently deliver valuable insights that directly improve how we operate. Plus, the events during Think Local Small Business Month were great for learning new skills. Last year's Think Local Business Expo was particularly productive for networking, allowing us to make key connections with potential partners and clients. The ability to build strong relationships with other local businesses through these events, and the ongoing support from the council's team, is a major advantage for our business's future." **Nick de Kunder - Nidek Property Group**

"Sam and Sam from Burst Branding Agency gave great insights into the value of branding and the process of working with a designer. I'd recommend the workshop to any small business owner who isn't familiar with design and look for insights." **Workshop participant, Branding for Business Growth**

"Fantastic workshop, so much information that I never had access to in all the years I've been a sole trader. Great initiative from the Council, Sam is a local, and I didn't know there were services like his in my area. Well done!" **Workshop participant, Branding for Business Growth**

"I want to take this opportunity to sincerely thank you for the (B2B) grant awarded towards my business website development. This support will undoubtedly benefit both my business and our beloved city of Frankston" **Munyaradzi Nyatsanza - Neurogenesis behaviour support services**

Business Engagement

Welcome Emails sent:

Number of Welcome Emails sent to new businesses

Business Support:

Number of businesses assisted with workshops, grant assistance, business relocation and more

Business Mentoring:

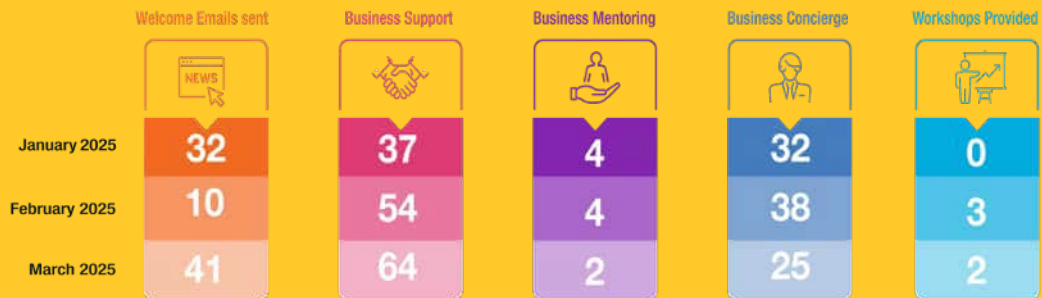
Number of businesses who signed up for free mentoring and were assigned a mentor

Business Concierge:

Number of Business Concierge requests actioned

Workshops Provided:

Number of Business Workshops provided



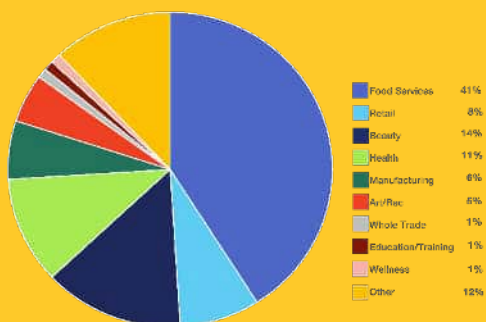
Business Concierge Service

Our Business Concierge is a free service to help guide businesses to start up, grow or relocate by:

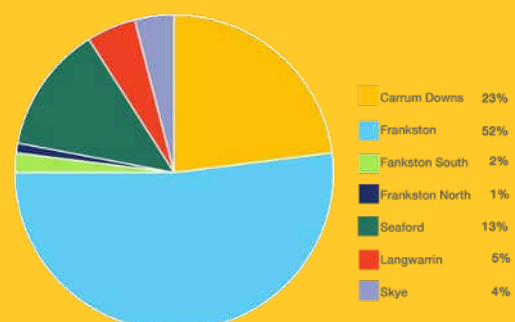
- providing information to help open or expand a business
- helping business operators to understand which permits they need

- help with completing and submitting these applications
- connecting business operators with Council's business mentoring service
- offering advice on other aspects of running a business

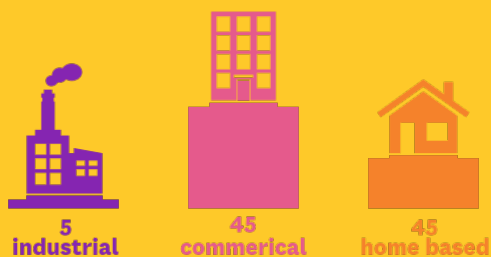
Business Concierge requests by industry type



Business Concierge requests by location



Type of business







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Summary Report on Membership Growth, Social Media, Events, and Advocacy

1. Membership Growth

March showed positive growth across all membership tiers, especially within the Frankston Community tier. We successfully retained over 90% of our Essential members by transitioning them to the Frankston Community tier. These members had previously used FBC's services occasionally, and they preferred to remain as free members rather than commit to a full membership fee.

With David Friend joining us as Chair, we conducted a review of the membership tiers and benefits, focusing on membership growth. As a result, we've introduced a Corporate tier to bridge the gap between the Strategic and Executive levels. We believe this new tier will be more appealing to medium-sized businesses. Additionally, we've reviewed our membership marketing and communications strategies, with implementation planned for April.

These adjustments are expected to support the expansion of our reach and targets for FY2025, including a strategic expansion into the Mornington Peninsula.

Membership Snapshot

Membership Level	Member # as at 31/1/2025	Member # as at 28/02/2025	Member # as at 31/3/2025	Growth for the month
Strategic	13	13	13	0
Executive	39	39	41	2
Essential	181	170	154	-16
Frankston Community	25	42	67	+25
Totals	258	264	275	11

We are ahead of the May 2024 forecast numbers for FY25 of 217 provided to Council and believe that we will exceed 300 by 30/6/2025.

2. Membership Communication & Engagement

- CRM

The CRM is on track for release in Q4/FY25. We will be working with our IT provider in relation to integration during April/May.

3. Social Media Growth & Event Attendance

Ads Performance

- Both Facebook and Instagram experienced exceptionally strong growth in overall views in March. Facebook increased by 17.1%(93,421 views) and Instagram by 30.6% (7,713 views), which we believe is a great sign of community connection and content relevance. Also notable was a 42% increase in profile impressions on LinkedIn with notable engagement across reactions and reposts.
- The highlight Ad performance in March was another Testimonial, from the Frankston Business Gala Awards with a reach of 30,872 and 28,943 video plays.
- Organic posts such as the IWD 2025 and Wild Women in Business Awards also had an impressive reach gaining significant visibility.
- The FBC Team Wellbeing Swim post was the top performer on FB with the highest views and solid engagement, highlighting effective community engagement through fitness events.

Engagement Insights

- Engagement across all platforms, Google, FB, Insta, as well as our website traffic have all increased significantly, enhancing brand awareness. Also notable was a 42% increase in profile impressions on LinkedIn with notable engagement across reactions and reposts.
- Community-focused posts such as the Nepean Highway Petition have also gained momentum and engagement.

Mailchimp Performance

- Mailchimp recorded consistent subscriber growth, with a **16.3% increase** in total contacts (**2,393**) and a **9.6% increase** in subscribed contacts (**1,654**).

Website Traffic

- Website traffic saw direct traffic with the highest growth of 36.2% reflecting increased interest and engagement. Both organic and google searches have also had strong growth with the +frankston business query having a 64.2% click through rate achieving excellent visibility and performance.

- b. We have added a new Testimonial Page onto the FBC website which features local business testimonials, award recognitions and community connections videos, which will help highlight the positive experiences of members and businesses within the community. Although this will not appear in Google search results immediately, we anticipate it will begin gaining SEO traffic and visibility within the next 4-6 weeks as it gets indexed
- c. We have added a QR code to our newsletters and at functions to encourage people to provide a Google Review which we believe will assist with engagement

Followers

- FB – 769 Followers (up from 709 in February)
- Instagram – 916 Followers (up from 896 in February)
- LinkedIn – 515 Followers (up from 498 in February)

These metrics highlight a balanced approach to our marketing strategy, with a substantial growth in audience reach and engagement across our platforms.

4. Event Summary 2025

Event	Date 2025	# Members	# Non Members	Total Number	Number joined / upgraded
Speed Networking – Extreme	27 Feb	57	6	63	3
Education Session – Ashleigh Alsadie	27 Feb	28	3	31	2
Networking – Hotel Lona	20 Mar	52	12	64	0

Event Mix & Attendance

Our first few sessions of the year had some good numbers attended, including a high non-member attendance at the Hotel Lona event. The Hotel Lona event had more numbers booked, however, the inclement weather kept some people from attending. Despite this, the evening was extremely well run and those who attended had fantastic feedback. We have had a reasonable conversion of members joining from all events and many of those from the Hotel Lona have stated that they will become members. We will have an updated membership brochure and form at the events so that members can at least join to become a community member on the night.

All events generated a small surplus, assisting to meet our financial targets.

5. Financial Performance

We are still head of the original plan FY2025 year. Our forecast to 30/6/2025 was for a \$12k net profit. However, we believe the forecast will result in a surplus of \$67k. This is still based on operational savings. We had some memberships that had decided not to renew that were invoiced in the last quarter of 2024 and did not renew at Essential Level. All of these members however, have been retained as Community Members except for one that is no longer trading.

6. Advocacy for Business and Community Engagement

Mornington Peninsula Magazine: Lauren Wild, owner of Wild Women in Business, held their 2nd Wild Women in Business Awards. At least 10 of our members were nominated for these awards and were finalists in numerous categories. The social media coverage pre and post awards was substantial with all women tagging the FBC in their posts.

FCC Advocacy Priorities - Nepean Highway Boulevard Redevelopment

In collaboration with FCC, C4F&MP and Advance Frankston we have been campaigning for State & Fed funding for the Nepean Highway Boulevard Redevelopment. FBC commenced a Petition on 11 March to support this with a target of 1,000 signatures by the Fed Election date of 3rd May. As of writing signatures are at 809. We believe that we will achieve this target within the time frame.

International Women's Day 2025 – Progress & Impact – Frankston Social Enterprise & Innovation Hub – Thursday 6th March was a great success with many FBC members attending this event.

Frankston Social Enterprise & Innovation Hub - a meeting has been held with Xanthe Rivett, CEO of FSE&IH with a view to cross membership. In addition we are co-hosting an event on 15th April with Critical Info and Frankston Arts Centre in relation to End of Life Planning

7. Calendar of Events 2025

Wed 9th April	Swim/Breakfast Networking Event – Seaford Lifesaving Club
Tues 15th April	Critical Info – Don't Be Caught Dead – FAC – Education/Networking Event
Wed 30th April	Education Event -Transform Recruitment Practices: Inclusive Employment
Wed 7th May	Education Event - The Successful Entrepreneurs Podcast
Thurs 22nd May	CEO Event – tba
Wed 28th May	Networking Event - Hosted by MP Magazine - FAC Mezzanine Level
Thurs 26th June	WIB Event – tba
Thurs 19th June	Networking Event - Hosted by Sk8house
Wednesday 2nd July	Education Event
Wednesday 23rd July	Networking Event
Thursday 21st August	Frankston & MP Business Summit & Expo
August	Education Event
September	Education Event
Wed 17th September	Networking Event - Hosted by Frankston Arts Centre
Wed 8th Oct	Education Event
Thurs 30th Oct	Networking Event & AGM
Nov	Education Event
Fri 21 November	Business Excellence Awards Gala Event
Thurs 11th Dec	December Networking Christmas Event
December	

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Frankston Business Collective



Executive Summary**12.5 Update on the Frankston Suburban Revitalisation Board**

Enquiries: (Fiona McQueen: Customer Innovation and Arts)

Council Plan

Level 1:

6. Progressive and Engaged City

Level 2:

6.3 Lead advocacy engagement and enhance relationships with all tiers of government and key stakeholders

Purpose

To update Council on the progress of the Frankston Suburban Revitalisation Board, the creation of the Action Plan and the ongoing Board transition to a locally managed model with Council undertaking Secretariat duties.

Recommendation (Director Customer Innovation and Arts)

That Council:

1. Recognises that the Frankston Suburban Revitalisation Board (FSRB) was established in 2015 by the Victorian Government to support the delivery of local projects in the Frankston Metropolitan Activity Centre following the major redevelopment of the Frankston Railway Station and revitalisation of Young Street;
2. Notes the FSRB transition to a locally managed Board from late 2023, with Council as the Secretariat with funding from Victorian Government committed \$150,000 (2023-2024) alongside an equal Council contribution of \$150,000 (2024-2025). To date this funding has not been expended and will carry over to the 2025/26 financial year;
3. Notes the FSRB is Co-Chaired by the Frankston City Mayor and State Member for Frankston and currently includes representatives from Peninsula Health, Monash University (Peninsula Campus), Chisholm Institute, South East Water, Vicinity Centres (Bayside), Frankston Business Collective, First People's Health and Wellbeing Organisation and Peninsula Community Legal Centre;
4. Supports the FSRB's efforts in revising its vision to *Shaping and realising a vibrant future for Frankston City through a collaborative and collective effort* and the development of a collaborative work plan to be finalised at the 5 June 2025 Board Meeting. This initiative aims to align the strategic plans of key member organisations, ensuring unified and truly collaborative advancement of the Frankston City community; and
5. Notes the FSRB meets quarterly to discuss and take action on both immediate and long-term opportunities and concerns, with future updates to be provided quarterly to Council.

Key Points / Issues

- At the 12 August 2024 Council Meeting the following recommendation was endorsed by Councillors:

That Council:

8. Notes the FSRB meets quarterly to discuss and take action on both immediate and long-term opportunities and concerns, with future updates to be provided quarterly to Council following these meetings in a standalone report.

12.5 Update on the Frankston Suburban Revitalisation Board**Executive Summary**

- The Frankston Station Precinct Taskforce (later renamed to Frankston Suburban Revitalisation Board) was established in 2015 to advise the Victorian Government on how the revitalisation of Frankston could be facilitated through its \$63 million Frankston Railway Station Precinct Redevelopment project, including the upgrade of Young Street.
- In 2023 the Victorian Government advised that it is concluding its Suburban Revitalisation program, which includes ceasing the Suburban Revitalisation Boards across the state. However, it was noted by the Victorian Government that the FSRB has been the most successful Suburban Revitalisation Board in the state and expressed their support of continuing the FSRB as a locally managed model to be driven by Council as Secretariat.
- The FSRB transition to a locally managed Board from late 2023, with Council as the Secretariat with funding from Victorian Government committed \$150,000 (2023-2024) alongside an equal Council contribution of \$150,000 (2024-2025). To date this funding has not been expended and will carry over to the 2025/26 financial year. This is due to a delay by the State Government in holding the first meeting and the time taken to research outcomes from the draft Action Plan.
- A number of revitalisation initiatives were identified by the Board when it was managed by the State Government (Office of Suburban Development OSD) with funding linked to infrastructure, and have been funded and implemented including the following:
 - **Monash Greenlink:** In progress.
 - Project is to upgrade the shared user path (SUP), install lighting and upgrade Clarendon Street crossing.
 - Works completed to date include the upgrade of the SUP including the SUP crossing of Clarendon Street with a raised crossing. Additionally, a fence along the rail track was installed as a Metro Trains Melbourne (MTM) requirement.
 - Currently Council and the contractor are seeking approval and worker certification from MTM to install the pedestrian lighting along the route. It is hoped this lighting will be installed by December 2025.
 - **Nepean Highway Activation:** Partially completed / underway
 - \$475,000 OSD | \$75,000 FCC
 - Activation between Playne and Davey Streets, including new creative tree lighting, and median improvements.
 - Installation of lights – end 2025
 - **White Street Mall Upgrade:** Completed December 2022
\$100,000 OSD | \$100,000 FCC | \$455,000 LGV Emergencies
New feature lighting, integrated flexible seating, activity areas, greening, decked platform and playful rubber landscape treatments.
 - **Stiebel Place Laneway Activation:** Completed December 2023
\$275,000 OSD | \$75,000 FCC
New public lighting and surface treatments
 - **Fletcher Road Gateway Improvements:** Completed December 2023

12.5 Update on the Frankston Suburban Revitalisation Board**Executive Summary**

\$250,000 OSD | \$422,733 FCC

Feature lighting & public artworks, urban greening

- **Frankston Pier Lighting Upgrade:** Completed November 2023

\$342,000 OSD | \$56,000 FCC

New public lighting along the length of the popular Frankston Pier

- **Station Street Façade Improvements:** Completed December 2022

\$100,000 OSD | Vicinity

Improved weatherproofing and presentation beautification in Station Street and Shannon Mall

- With the changed operating model and the inclusion of new Board members, in addition to the closure of the Victorian Government's Suburban Revitalisation Program including future grant funding, the Board has created a new vision to that directs the future look, feel and function of a revitalised Frankston city centre.
- The vision is:
 - Shaping and realising a vibrant future for Frankston City through a collaborative and collective effort.
- Linked by four overarching goals
 - Economy: Revitalise city entries and attract vibrant businesses and events.
 - Health and Education: Improve connectivity between health and education providers and the Frankston City CBD.
 - Community: Address social determinants of health and enhance CBD safety.
 - Housing: Increase affordable housing and attract sustainable development.
- The Board has also drafted an Action Plan – which will be finalised at the next Board Meeting on 5 June 2025. At this stage key deliverables are focussed on advocacy, including the below examples:
 - Strategic collaboration to position Frankston City as the ideal place to live, work, study, and prosper. As a Board, we will co-market the city, combining our expertise and resources to amplify the city's profile and drive economic growth.
 - Unified advocacy for Nepean Boulevard Revitalisation - collaborative effort to secure funding for the transformation of Nepean Highway
 - Advocate for Comprehensive Methadone Distribution Solutions.
 - Collaborative advocacy for both the home-delivery of methadone medication to reduce the need for physical sites, along with the expansion of distribution points to help mitigate the concentration of adverse behaviours associated with current treatment methods.
 - The Board will collectively advocate for increased and ongoing funding that delivers vital support services and programs including emergency

12.5 Update on the Frankston Suburban Revitalisation Board**Executive Summary**

relief funding, extension of the Community Connectors initiative, and social support workers at Frankston Library.

- The final Action Plan will be shared with Council once approved by the Board.
- Regular updates on the FSRB will be provided quarterly to Council in a standalone report.

Financial Impact

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

Consultation**1. External Stakeholders**

Members of the FSRB have been engaged in the preparation of this report.

Community feedback from the Frankston City Community Vision, Council Plan and other strategic Council documents has been utilised in the work of the FSRB to inform priorities.

2. Other Stakeholders

Relevant internal teams have been engaged in the preparation of this report, including Strategic Communications, Finance and Integrated Planning and City Futures.

Analysis (Environmental / Economic / Social Implications)

The FSRB has been committed to delivering a range of city centre revitalisation initiatives that aim to:

- Improve the economic prosperity of Frankston City residents and businesses
- Increase local education and employment opportunities
- Enhance the visitor economy
- Improve health and wellbeing of residents
- Increase community safety through reduction of antisocial behaviours
- Delivering increased housing options, particularly for students and key workers
- Greater transport choice, including environmentally friendly opportunities such as walking, cycling and public transport.

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 to consider.

Policy Impacts

Frankston Metropolitan Activity Centre Structure Plan

Gender Impact Assessments

12.5 Update on the Frankston Suburban Revitalisation Board**Executive Summary**

No gender impact assessment was required. This initiative has no impact on our community or the public.

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 FSRB has been very successful in leading the delivery of a number of key initiatives aimed at improving the economic prosperity and social outcomes of residents, particularly concentrating around the city centre.

Should the Board disband, the long-term social, economic and health outcomes of our community may be severely impacted without the strategic approach undertaken by the key community leaders participating on the Board.

A collaborative approach to the localised issues of concern within Frankston's city centre is the most successful means of addressing crime and social related issues, while boosting education and economic outcomes for long-term change.

Conclusion

The FSRB has operated since 2015 to drive a number of revitalisation initiatives aimed at enhancing the prosperity of Frankston's city centre. The Victorian Government and Frankston City Council co-funded the transition of the Board to a locally managed model, with Council taking on the Secretariat responsibilities over the two-year transition period.

The FSRB's has a focussed vision based on *Shaping and realising a vibrant future for Frankston City through a collaborative and collective effort*. A new collaborative work plan is being finalised for the 5 June 2025 Board Meeting.

Regular updates on the FSRB are provided in the CEO quarterly report to Council plus quarterly stand alone Council reports.

ATTACHMENTS

Nil

Executive Summary**12.6 2024-25 Façade Improvement Grants**

Enquiries: (Tammy Beauchamp: Communities)

Council Plan

Level 1:

5. Thriving Economy

Level 2:

5.4 Elevate Frankston City's identity as an innovation hub and business-friendly city

Purpose

To seek Council endorsement of grant funding recommendations for the 2024-25 Façade Improvement Grants program.

Recommendation (Director Communities)

That Council:

1. Notes the 2024-25 Façade Improvement Grants program was completed on 27 March 2025. The assessment panel, including independent members, has recommended the awarding of 14 grants, to a total value of \$100,000.00;
2. Notes the Mayor or Council Officers will notify successful applicants and Council Officers will notify unsuccessful applicants of the outcome no later than 16 May 2025; and
3. Resolves that the attachment be retained confidential until 19 May 2025 on the grounds that it includes personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs (*Local Government Act 2020, s.3(1)(f)*) and would if prematurely released might undermine public confidence and make people reluctant to submit nominations in the future, which would compromise Council's ability to run similar grants programs in the future.

Key Points / Issues

- The *Façade Improvement Grants* program aims to support a thriving local economy and to make local shopping and commercial precincts more attractive and inviting by offering financial support to businesses, and commercial property owners, to improve the external appearance of their property via a competitive application process.
- Council's 2024-25 *Façade Improvement Grants* program included a total budget of \$100,000.
- Council's 2024-25 *Façade Improvement Grants* program commenced 28 January 2025 and was finalised 27 March 2025.
- Applications for the 2024-25 *Façade Improvement Grants* program were assessed against weighted criteria by a panel comprised of Frankston Business Collective representatives and Council Officers.
- The 2024-25 *Façade Improvement Grant* Assessment Panel has recommended that Council award 14 grants, to a total value of \$100,000.

12.6 2024-25 Façade Improvement Grants**Executive Summary****Financial Impact**

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

Consultation**1. External Stakeholders**

Not applicable.

2. Other Stakeholders

Not applicable.

Analysis (Environmental / Economic / Social Implications)

The *Façade Improvement Grants* program aims to support the overall economic growth and development of Frankston City by offering financial support to businesses.

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

Not applicable.

Policy Impacts

Not applicable.

Gender Impact Assessments

A gender impact assessment is required and is in progress.

Officer's Declaration of Interests

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

Risk Mitigation

Applications deemed ineligible to apply for Stage 2 did not meet the eligibility criteria as outlined in the 2024-25 *Façade Improvement Grant* guidelines.

From a total of 38 Stage 2 applications received, 14 were recommended for awarding of grants by the assessment panel following a robust assessment scoring process.

Conclusion

Council's 2024-25 *Façade Improvement Grants* program included a total budget of \$100,000. The Assessment Panel recommended that Council award 14 grants, to a total value of \$100,000.

All applicants will be informed of the outcome of the 2024-25 *Façade Improvement Grant program* by 16 May 2025.

Reports of Officers	268	12 May 2025 2025/CM7
12.6 2024-25 Facade Improvement Grants Executive Summary		

ATTACHMENTS

Attachment A: Attachment A - 2024-25 Facade Improvement Grants -
CONFIDENTIAL

Executive Summary**12.7 Beach Accessibility Pilot Program***Enquiries: (Tim Bearup: Communities)*Council Plan

Level 1:

2. Community Strength

Level 2:

2.2 Enrich the lives of older residents and people with disabilities with opportunities to enable participation and independent living

Purpose

To seek Council's direction on a proposed partnership with Accessible Beaches Australia to seek to implement a 3 month pilot project that would provide an Australian-first enhanced beach accessibility experience.

Recommendation (Director Communities)

That Council:

1. Notes that 1 in 5 people in Australia (21.4% of the population) live with a disability, which represents approximately 30,652 residents of Frankston City. Of those residents in Frankston City with a disability, as many as 9,014 people reported needing help in their day-to-day lives due to their disability (6.5% of the population per the 2021 ABS Census).
2. Notes the current difficulties that many people with mobility issues have when trying to enjoy the simple pleasures of the local beach in Frankston and beyond.
3. Notes the proposal from Accessible Beaches Australia to partner with Frankston Council in the provision of an Australian-first 3-month pilot initiative (inspired by a model in Nice, France) that would deliver enhanced opportunities for people with mobility-related disabilities to experience Frankston's Foreshore. This innovative pilot initiative is anticipated to serve as a 'destination attraction' in Frankston and a model that could be replicated by other coastal Local Governments around Australia.
4. Notes that is partnership initiative will be referenced in an upcoming grant application that Council will be submitting to the Federal Government (subject to the release of the full details) for portable Changing Places amenities which services people with high support needs and could be used flexibly at numerous Council events.
5. Supports the nominal contribution of \$125,000 towards the estimated \$165,000 cost to deliver the 3-month Accessible Beach Pilot project and refers this for inclusion in the budget deliberations for the 2025/26 financial year (noting that this is inclusive of an allocation that it is anticipated Council's community-led Social Inclusion Action Group may support).
6. Endorses this important initiative and works in collaboration with Accessible Beaches Australia to support their advocacy to other levels of government, businesses and philanthropic sources to seek the remaining funds (\$40,000) that are required to enable this pilot project to be delivered.
7. Requests that, upon completion of the 3-month pilot initiative, an evaluation be undertaken to assess its outcomes against the stated objectives, with findings to be reported back to Council.

12.7 Beach Accessibility Pilot Program**Executive Summary****Key Points / Issues**

- In late 2024, the Mayor and some Councillors attended the launch of some new accessible matting being provided at Frankston beach that was funded by Peninsula Rotary 2.0 and has been delivered in partnership with the Frankston Yacht Club.

Representatives from Accessible Beaches Australia, who had assisted with this initiative, took the opportunity to briefly discuss with the Councillors present their vision of an enhanced accessibility initiative that could be delivered in Frankston.
- Following this engagement, a meeting with the Mayor and relevant officers was held with Shane Hryhorec (Founder & Chair) and Bern Walker (Project Officer) from Accessible Beaches Australia at which time they formalised an invitation for Council to partner with them in the delivery of a 3-month pilot project on Frankston's foreshore.
- The proposed model is taken from a program delivered in Nice, France and consists of sectioning off a part of the beach to provide deck chairs, umbrellas, accessible matting, a hoist and a variety of beach wheelchairs – all of which would be made available for use by those with mobility difficulties. The model includes capacity for patrons to pre-book online and for staff to be present at the beach area to assist patrons as required.
- The costs for a 3-month trial is estimated to be approximately \$165,000 (this excludes the substantial in-kind costs of officer time in planning and coordination). If proceeding, it would be intended that the initiative be ready to launch next Summer (late 2025/early 2026). The exact location on Frankston beach would be subject to further investigation and stakeholder engagement.
- Accessible Beaches Australia have advised they have been in discussions with State and Federal representatives to seek funding contributions towards this cost. There is also opportunity to explore potential grants, partnerships, sponsorships and funding from other sources to offset the costs of the trial. ABA have themselves identified that it would prefer a shared funding model for this initiative rather than Council being solely responsible for funding the proposed initiative. This is important given that ABA want to use the Frankston experience as a model that could be replicated elsewhere (and requiring full funding would be an obstacle).
- The proposed initiative aligns strongly with Council's Disability Action Plan and would offer significant benefits to Frankston.
- Most recent ABS data reveals that 1 in 5 people in Australia (21.4% of the population) live with a disability, which represents approximately 30,652 residents of Frankston City. Of those residents in Frankston City with a disability, as many as 9,014 people reported needing help in their day-to-day lives due to their disability (6.5% of the population per the 2021 ABS Census).
- Given the potential benefits to Frankston and based on internal discussions regarding budget priorities for 2025/26, it is proposed that Council refer \$125,000 to support this initiative for consideration within the 2025/26 budget deliberations (as part of Council's broader commitment to the provision of a local support package).
- Council, in partnership with Accessible Beaches Australia, is actively seeking the remaining \$40,000 required to deliver this pilot project, pursuing funding from other levels of government, businesses, and philanthropic sources.

12.7 Beach Accessibility Pilot Program**Executive Summary**

- Council officers are presently in discussions with other potential partners that may have an interest in supporting this innovative pilot program. This includes exploring the potential role that Peninsula Leisure could play in assisting with the skilled staff that will be required to deliver the initiative.
- A working group will be established to plan and deliver the pilot initiative, comprising Council officers, Accessible Beaches Australia representatives, the Mayor and/or Councillor representatives (optional), and other relevant stakeholders. A Terms of Reference will be developed to guide the roles, responsibilities, and activities of the working group.
- An evaluation of the pilot initiative will be undertaken to assess its effectiveness, impact, and potential for long-term implementation. This will include measuring usage levels, user satisfaction, operational performance, and community feedback.
- Council intends to apply for Federal funding to secure a portable Changing Places facility. These facilities are designed to provide fully accessible and dignified bathroom amenities for people with high support needs, including those with complex disabilities. Securing a portable unit would enhance the inclusivity of this initiative and various Council-run events and public spaces by ensuring that appropriate facilities are available for all community members, regardless of their mobility or care requirements. The full details of this grant are yet to be released, but it is expected that this partnership initiative that Council is undertaking would add considerable strength to this application.
- It should be noted that successful delivery of the initiative is also subject to the following:
 - a) Further investigation into issues pertaining to the sand movement/environmental conditions.
 - b) Obtaining approval from the Department of Energy, Environment and Climate Action (DEECA) for the initiative to be undertaken on the foreshore.
 - c) Effective stakeholder management with local businesses, clubs, advisory committees and the broader public (as appropriate) once further investigation has been undertaken to better understand logistical considerations and any possible impacts.

Financial Impact

That Council refers the funding of \$125,000 towards the accessible beach pilot program to the 2025/26 Annual Budget process for consideration.

Consultation**1. External Stakeholders**

Accessible Beaches Australia initiated the proposal.

Once further planning and investigations have been completed, further stakeholder engagement will be required with local businesses, clubs, advisory committees and the broader public (as appropriate) to inform the effective delivery of the initiative.

Approval will also be required from DEECA.

2. Other Stakeholders

12.7 Beach Accessibility Pilot Program**Executive Summary**

Preliminary engagement has included officers from Community Strengthening and the Foreshore maintenance team.

Analysis (Environmental / Economic / Social Implications)

The proposed pilot presents a low environmental impact but will require further assessment regarding sand movement and coastal conditions. Economically, it offers an opportunity to attract inclusive tourism and support local businesses during the summer period. Socially, the initiative has strong positive implications by promoting equity, inclusion, and access to public space for people with disabilities and mobility challenges.

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 known immediate legal implications. However, Council does have obligations to take reasonable steps to enable public spaces to accessible for people with disabilities under Section 23 of the Disability Discrimination Act 1992 which can be tested via complaints to the Australian Human Rights Commission.

Policy Impacts

The initiative has strong alignment with Council's Disability Action Plan.

Gender Impact Assessments

A gender impact assessment is required and is in progress.

Officer's Declaration of Interests

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

Risk Mitigation

Clear and consistent public messaging will be critical to manage community expectations, emphasising that the initiative is a time-limited, three-month pilot subject to evaluation.

Should the pilot prove successful and there is interest in continuing the program, a comprehensive review will be required to assess the long-term financial implications and identify sustainable funding partnerships to support ongoing delivery.

Additionally, given the potential vulnerability of some users, the initiative must be underpinned by a robust risk management approach. This includes detailed planning around safety protocols, appropriate staffing, and clear accountability measures to minimise any potential liabilities associated with service delivery in a dynamic foreshore environment.

Conclusion

The proposed Accessible Beach Pilot represents a timely and meaningful opportunity for Frankston City Council to lead on inclusive public space design and strengthen its position as a community that embraces accessibility and innovation. The initiative has

12.7 Beach Accessibility Pilot Program**Executive Summary**

strong alignment to Council's Disability Action Plan and direct benefits to the many local residents living with disability (and those living beyond to whom this will appeal).

As a nationally significant pilot, this project has the potential to set a benchmark for accessible coastal recreation across Australia, while simultaneously enhancing Frankston's identity as a destination that is welcoming and inclusive for all. An allocation of \$125,000 to this project reflects a balanced and strategic investment—one that encourages broader partnership contributions from state, federal, and private sources, consistent with Accessible Beaches Australia's preferred shared funding model.

Subject to required approvals and further site investigations, Council's support for this initiative will help unlock new opportunities for all community members to enjoy the coastline with dignity, independence and safety—delivering real social impact and enhancing civic pride in one of Frankston's most important natural assets.

ATTACHMENTS

Nil

Executive Summary**12.8 Friendship City - Annapolis USA**

Enquiries: (Fiona McQueen: Customer Innovation and Arts)

Council Plan

Level 1:

6. Progressive and Engaged City

Level 2:

6.3 Lead advocacy engagement and enhance relationships with all tiers of government and key stakeholders

Purpose

To seek Council endorsement to sign a Friendship City agreement between Frankston City Council and the City of Annapolis in the USA.

Recommendation (Director Customer Innovation and Arts)

That Council:

1. Notes that Mayor Bolam arranged personal travel to the City Annapolis in February 2025 to meet with City Mayor Gavin Buckley to discuss a Friendship City Agreement between Frankston City Council and the City of Annapolis United States of America (USA);
2. Notes the City of Annapolis formally voted on 23 March 2025 to approve a Friendship City Agreement with Frankston City, subject to the approval by Frankston City Council;
3. Endorses a Friendship City Agreement between the City of Annapolis and Frankston City Council;
4. Endorses \$500 from the Advocacy and Partnership budget for the preparation and display of a dual Memorandum of Understanding (MOU), signed by the Mayor of both cities, to formalise the agreement;
5. Endorses cumulative budget of \$1000 for a commemorative gift for the City of Annapolis;
6. Endorses \$5000 from the Advocacy and Partnership budget to update the Sister City sign in Ballam Park, with details of the new Friendship City with the City of Annapolis; and
7. Supports Annapolis to be given priority consideration for future street naming (as has previously been done for current Sister Cities – Wuxi China, Susono, Japan, and committed to, for Suva, (Fiji) in accordance with the principles under the Council's Road, Locality and feature Naming Policy and the Naming rules for places in Victoria 2016.

Key Points / Issues

- At its meeting on 29 January 2025, Council resolved to:
 3. Approves for Mayor Bolam to meet with the City of Annapolis Mayor Buckley on behalf of Council and to undertake the duties necessary to discuss a potential friendship city relationship.
- Mayor Bolam undertook personal travel to the United States of America (USA) from 8 February 2025 to 16 February 2025 and met with Annapolis Mayor Gavin Buckley to discuss the for a friendship city relationship with Frankston City.

- The City of Annapolis formally voted on 23 March 2025 to approve a Friendship City Agreement with Frankston City, subject to the approval by Frankston City Council.
- A Memorandum of Understanding (MOU) will be written to formalise the Friendship City Agreement and signed by both Councils.
- As with previous Sister City Agreements, a commemorative gift will be organised in line with the Council's gift policy and reciprocal street naming and signage will also form part of the undertakings by Council.
- The City of Annapolis will be given priority consideration for future street naming (as has previously been done for current Sister Cities – Wuxi China, Susono, Japan, and committed to for Suva, Fiji) in accordance with the principles under the Council's Road, Locality and feature Naming Policy and the Naming rules for places in Victoria 2016.
- The Sister City sign in Ballam Park, will be updated with details of the new Friendship City with the City of Annapolis.
- Aspects of the Friendship City Agreement will include knowledge-sharing on urban revitalisation, environmental initiatives such as coastal resilience strategies, and potential opportunities between local businesses, educational institutions and community organisations.

Financial Impact

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

Consultation

1. External Stakeholders

Annapolis City Mayor, Gavin Buckley has been consulted with and welcomed Frankston City as a Friendship City.

2. Other Stakeholders

The Governance department has been consulted to confirm any requirements for Mayor Bolam performing his Council duties while on a personal visit to Annapolis.

Analysis (Environmental / Economic / Social Implications)

There are no known social implications relevant to this report.

Legal / Policy / Council Plan Impact

Charter of Human Rights and Responsibilities

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

Legal

The Local Government Act 2020 requires Councillors to perform their functions and duties under the requirement of the Act.

Policy Impacts

Council's Expense Policy was considered for Mayor Bolam's visit but there were no expenses as Mayor Bolam's trip was personal travel. There are no policy impacts for a Friendship City Agreement.

Gender Impact Assessments

No gender impact assessment was required. This initiative has no impact on our community or the public.

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 Friendship City Agreement is less strict than a more traditional Sister City relationship and all reporting on the partnership will be transparent for the community.

Conclusion

Mayor Kris Bolam arranged personal travel to Annapolis in February 2025 to meet the City Mayor Gavin Buckley to discuss a Friendship City Agreement between Frankston City Council and the City of Annapolis United States of America (USA).

The City of Annapolis have now formally voted on 23 March 2025 to approve a Friendship City Agreement with Frankston City, subject to the approval by Frankston City Council. Approval by Council will allow the agreement to be formalised.

ATTACHMENTS

Nil

Executive Summary

12.9 Frankston Pier Sculpture - Recommended Artist

Enquiries: (Laura Antoniak: Customer Innovation and Arts)

Council Plan

- | | |
|----------|---|
| Level 1: | 2. Community Strength |
| Level 2: | 2.1 Build Frankston City's reputation as an arts, culture and tourism destination |

Purpose

To seek Council endorsement of the recommended artist for the Frankston Pier Sculpture series as chosen by the evaluation panel pursuant to Council's Procurement Policy.

Recommendation (Director Customer Innovation and Arts)

That Council:

1. Endorses the preferred artist of the Frankston Pier Sculpture contract to the recommended artist;
2. Resolves that Attachment A and B are to remain confidential indefinitely on the grounds that it contains private commercial information, being information provided by a business, commercial or financial undertaking that relates to trade secrets and if released would unreasonably expose the business, commercial or financial undertaking to disadvantage (Local Government Act 2020, s.3(1)(g). These grounds apply because the information includes contains private intellectual property; and
3. Authorises the release of the successful artist's name only, once the contract has been awarded in May 2025.

Key Points / Issues

- The Frankston Regional Arts Trail is a 7.4km immersive arts and cultural trail which will connect Frankston foreshore with McClelland Sculpture Park and Gallery.
- An Expression of Interest (EOI) invited artists to submit initial concepts for the Frankston Pier Sculpture which was advertised from 9 November to 20 December 2024.
- An evaluation panel consisting of the relevant Officers, a Frankston Arts Advisory Committee (FAAC) member, and an external expert assessed 19 conforming submissions for the Frankston Pier Sculptures.
- A shortlist of four artists were invited to further develop their concepts for consideration by the panel.
- The evaluation panel determined a preferred artist from these shortlisted concepts.
- The recommended artist submission is included as Attachment A. The evaluation report is included as Attachment B.
- The selected concept was determined to be the strongest of the shortlisted concepts based on the following considerations:
 - Strong alignment with the Artist's Brief provided in the EOI.

12.9 Frankston Pier Sculpture - Recommended Artist**Executive Summary**

- Striking visual appeal with potential to become iconic to the Frankston foreshore.
- An experienced and well-regarded artist with a number of similarly scaled public artworks previously delivered under comparable Design and Construct arrangements.
- A captivating and engaging art piece which is accessible and appealing to all ages.
- Alignment with the objectives of the Frankston Regional Arts Trail project.

Financial Impact

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

The Frankston Regional Arts Trail is jointly funded by Council and the Federal government as part of the Investing in Our Communities grant program.

Consultation**1. External Stakeholders**

Frankston Arts Advisory Committee

Parks Victoria

Department of Environment, Energy, and Climate Action (DEECA)

2. Other Stakeholders

Internal departments

Analysis (Environmental / Economic / Social Implications)

Public art is a vital element in the life and landscape of Frankston. It has and continues to define integral and meaningful parts of our community, urban and natural landscapes, along with being a strong elemental role in the overall image of our city. Public art can deliver many benefits to our City including:

- Bringing a sense of wellbeing and belonging to a community;
- Creating landmarks in our urban and natural environment that define spaces and places;
- Highlighting significant historical, cultural, environmental and social aspects of our City;
- Stimulating new thinking and activity that directly inspires social and cultural activity;
- Improving the aesthetics (look and feel) of our public places;
- It is an indicator of our City's creativity and openness;
- Enhancing cultural tourism and visitor appeal;
- Public art can be provocative and generate discussion about our City and how we live within it;
- Good art always evokes a response; and
- Can be participative and play a role in the process of community building.

12.9 Frankston Pier Sculpture - Recommended Artist**Executive Summary**

Any environmental considerations will be worked through with Parks Victoria as part of the approvals process.

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

There are no policy impacts as a result of this report.

Gender Impact Assessments

No gender impact assessment was required. This initiative has no impact on our community or the public.

Officer's Declaration of Interests

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

Risk Mitigation

Whilst reviewing each submission the assessment panel measured the potential risk to Council for each of the shortlisted submissions. Risks have been considered and mitigations are considered achievable for the recommended artist.

Standard operating procedures around site safety, safe work at heights, and engineering standards of installed sculptures are considered robust and effective to mitigate any risks.

Conclusion

The evaluation panel and the Frankston Arts Advisory Committee recommend the preferred artist of the Frankston Pier Sculptures to Council for consideration and endorsement.

ATTACHMENTS

Attachment A: Recommended Artist - Successful Concept - **CONFIDENTIAL**

Attachment B: Evaluation Report - Frankston Pier - **CONFIDENTIAL**

Executive Summary**12.10 Response to Petition to Stop Use of Herbicides (including Glyphosate) throughout the Municipality***Enquiries: (Brad Hurren: Infrastructure and Operations)*Council Plan

Level 1:

6. Progressive and Engaged City

Level 2:

6.1 Ensure sustainable financial management and the strategic allocation of resources to deliver planned infrastructure and services

Purpose

To inform Council of the history, investigations, and lessons learned regarding the use of glyphosate and alternative weed control methods, and to reaffirm Council's commitment to a sustainable, balanced weed management approach — one that prioritises non-chemical alternatives, limits herbicide use to a last resort, and maintains the city's presentation and service standards in line with community expectations and regulatory advice and requirements.

Recommendation (Director Infrastructure and Operations)

That Council:

1. Notes that in response to community concerns, Council resolved in 2019 to ban the use of glyphosate from 1 July 2020; however, following a significant decline in public space presentation, glyphosate was reintroduced in early 2021 as part of an integrated weed management approach;
2. Acknowledges the extensive trials, research, and industry engagement undertaken between 2018 and 2021 into alternative weed control methods, including an independent study with Deakin University and collaboration with the MAV, WorkSafe, and other regulatory authorities;
3. Affirms that Council's current weed management strategy is focused on significantly reducing glyphosate use by incorporating a range of chemical and non-chemical alternatives and improvements, including:
 - Introduction of steam treatment at 113 sites across the municipality;
 - Increased use of gas burning across the municipality;
 - Prioritising high quality areas with hand weeding despite labour intensity;
 - Doubling of mulch depth for improved weed suppression;
 - Increased brush cutting in lieu of herbicide use;
 - Best practice use of selective herbicide to control specific species and minimise off target exposure;
 - Introduction of organic-based products such as acetic acid and pine oil on synthetic surfaces; and
 - Rigorous contractual specifications to ensure contractors adhere to technical procedures and industry guidelines.
4. Notes various improved outcomes at Frankston City as a direct result of learnings, improved practices and industry best practice comparisons from the original ban in July 2020 until today, including:
 - 55% overall reduction in the use of glyphosate herbicide in council managed

12.10 Response to Petition to Stop Use of Herbicides (including Glyphosate) throughout the Municipality**Executive Summary**

open space (approx. 20,000 acres);

- 65% reduction in the use of glyphosate herbicide in council designated parks & gardens;
 - Officer initiated ban on using glyphosate within very high and high “Retention” conservation zones, an area of 750 acres of bushland and coastal conservation reserves;
 - Across the 11 kilometres of Frankston City’s municipal foreshore, a reduction of 94% in glyphosate application;
 - A ‘business improvement’ culture, whereby Council’s team of professional conservation, land management and horticultural staff strive to maintain best practice standards and remain informed of industry initiatives;
 - Improved planning of works in advance to best enable preferred weed control methods in Item 3 and targeting of specific weeds at certain stages in their life cycle, leading to lesser reliance on glyphosate and herbicide application only to specific targeted weed species; and
 - Notes that glyphosate continues to be strictly excluded from sensitive sites such as playgrounds, preschools and maternal and child health centres.
5. Confirms Council is only responsible for management and maintenance of the vegetated buffer zone outside of the fenced RAMSAR listed wetlands;
 6. Confirms herbicide use is treated as a last resort, with operational decisions guided by environmental outcomes, community expectation and available budget.
 7. Commits to delivering a safer, more sustainable, and well-presented city through a responsible and balanced approach to weed management including opportunities for continuous improvement initiatives for reduction in glyphosate and herbicide usage;
 8. Endorses Council’s current weed management strategy as a sustainable and balanced approach that reflects community concerns, reduces reliance on glyphosate, incorporates alternative treatments, and remains informed by expert advice and legal precedent—ensuring the city’s presentation standards meet the expectations of residents, businesses, and visitors; and
 9. Advises the head petitioner accordingly.

Key Points / Issues

- Petition
 - At its meeting on 17 February 2025 (2025/CM), Council received two petitions submitted by Josh Davis requesting the cessation of herbicide use (including glyphosate) across the Frankston municipality. Council resolved that:

“The two petitions from Josh Davis, to stop the use of herbicides (including Glyphosate) throughout Frankston municipality, containing

12.10 Response to Petition to Stop Use of Herbicides (including Glyphosate) throughout the Municipality**Executive Summary**

1,043 signatures be received and a report be submitted no later than the June 2025 Council Meeting for consideration.”

- Of the 1,043 signatures received, 72% (753) were from Frankston City Council residents.

- **Background and Context**

- In October 2019, Council resolved (2019/NOM49) to ban glyphosate use from 1 July 2020 in response to public concern, media reports and international legal proceedings.
- Between 2018–2021, extensive trials were undertaken with support from industry experts, Councillors, WorkSafe, the MAV, the APVMA, and Deakin University, culminating in an independent research project involving 30 councils.
- Glyphosate was proactively phased out from 1 January 2020 in sensitive areas (preschools, playgrounds, maternal and child health centres), prior to full implementation.
- Council was presented an update on the implementation progress of the ban on 30 March 2020.
- However, by late 2020, a significant decline in city presentation standards prompted widespread community concern, particularly in high-traffic public spaces.
- In response, Council resolved in February 2021 to reinstate glyphosate as part of an integrated weed management strategy, balancing operational efficiency, safety, and community expectations.

- **City Presentation Impacts**

- Frankston spans 130 km² with over 20,000 acres of open space, including foreshore, bushland, road reserves, parks, and sporting ovals — all requiring year-round weed control for safety, biodiversity, and amenity.
- The glyphosate ban in 2020 severely impacted city presentation, with weed growth rapidly escalating during spring season of 2020.
- Community dissatisfaction regarding the declining levels of presentation across the city led to community members, businesses, sports clubs and various other stakeholders voicing their concerns to council.
- Safety implications and complaints pertaining to the Road Management Act were also forthcoming and led to non compliance at various intersection locations with respect to sight lines.
- As a result of the community feedback, it was decided to bring forward the report timeline back to council early in 2021, whereby it was decided to reinstate the usage of glyphosate and other herbicides. The restoration and reinstatement of a good standard of presentation of open space has taken 1-4 years, depending on the site decline and value.
- The impacts of the 2020 excessive weed infestations in numerous natural bushland and ecologically sensitive areas remain evident today.

12.10 Response to Petition to Stop Use of Herbicides (including Glyphosate) throughout the Municipality**Executive Summary**

- Alternative Methods & Lessons Learned
 - Frankston participated in a MAV-led study with Deakin University and 30 councils. The conclusion is “No alternative is as effective or cost-efficient as glyphosate for broad weed control.”
 - Parallel in-field trials across Frankston tested steam, gas burning, hand weeding, mulching, brush cutting, and various chemical and non-chemical alternatives (including acetic acid, pine oil, Metsulfuron-methyl, Glufosinate, Imazapyr, and others).
 - The findings aligned with the Deakin/MAV report — alternatives are effective in limited contexts but are labour-intensive, less consistent, and significantly more costly at scale.
 - As a result, Frankston has shifted toward:
 - Increased manual and mechanical weed control (e.g. 535 hours of work along the Seaford foreshore in 2024);
 - Spot spraying with selective (non-glyphosate) herbicides; and
 - Glyphosate as a last resort — limited, targeted use where other methods are ineffective or impractical.
 - For context, just 100mL of glyphosate concentrate was used across the entire Seaford foreshore (4km) over 12 months — less than one-third of a soft drink can.
- Legal and Regulatory Position
 - Legal proceedings in Australia concluded in 2022 with the Federal Court ruling that glyphosate (Roundup) was not proven to cause non-Hodgkin lymphoma. The class action was dismissed.
 - Legal advice to Council from Maddocks affirms there is no directive from regulators (WorkSafe Victoria or APVMA) requiring the cessation of glyphosate, provided products are used in accordance with safety directions.
 - The APVMA continues to support the safe use of registered herbicides, including glyphosate, when used as directed.
 - Council has a legal obligation under the Catchment and Land Protection Act to control weeds of national significance (WONS) and noxious weeds on its land. These weeds cause or have potential to cause environmental and/or economic harm, with bridal creeper being a WONS present in the Frankston municipality; it is a resilient and tenacious weed with only glyphosate proving to be effective in its control.
- Council's current weed management strategy reflects hard-earned lessons and represents a pragmatic, sustainable, and community-aligned approach. It:
 - Prioritises alternative methods wherever feasible;
 - Restricts glyphosate use to targeted applications;

12.10 Response to Petition to Stop Use of Herbicides (including Glyphosate) throughout the Municipality**Executive Summary**

- Excludes its use entirely from sensitive areas; and
- Maintains city presentation standards without compromising environmental or public health outcomes.

Financial Impact

There are no financial implications associated with this report should Council agree to continue with current weed management practices.

It is proven again and again that no alternative treatment is as effective in control weeds, nor as cost effective as herbicide. Alternatives are generally required to be applied 3-6 times more often and themselves are also up to 5 times the price; this presents a 'double whammy'. All things considered, any alternative is at least 10 times the price of herbicide and proven as far less effective at controlling weeds.

It can be demonstrated via the current contract using alternative weed control put in place at preschools, playgrounds and maternal child health centres within the municipality. The contract price of \$2.3 million is approx. \$350,000pa (plus CPI) and represents only a very small area of the total municipal open space.

Consultation**1. External Stakeholders**

Municipal Association of Victoria, Deakin University, 30 local councils, WorkSafe Victoria, Australian Pesticides and Veterinary Authority.

2. Other Stakeholders

Environmental Policy and Planning have been long engaged and supportive of the approach outlined in this report.

Analysis (Environmental / Economic / Social Implications)

Opposing views pertaining to these implications have been presented throughout this report.

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

Recommendations in this report are in line with legal counsel, provided to Council by Maddocks Lawyers.

Policy Impacts

Nil

Gender Impact Assessments

No gender impact assessment was required. This initiative has no impact on our community or the public.

**12.10 Response to Petition to Stop Use of Herbicides (including Glyphosate)
throughout the Municipality****Executive Summary**Officer's Declaration of Interests

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

Risk Mitigation

The use of steam weed treatment in high priority areas has been integrated into a broader weed management strategy also comprising hand weeding, mulching, flame suppression, brush cutting and glyphosate.

Please note that a long-term contract has been awarded for the use of steam control at a cost of \$2,263,943 (circa \$350,000pa + CPI) specifically for high priority sites including preschools, playgrounds and maternal child health centres may impact this existing contract.

Conclusion

It is considered that the right balance is in place to acknowledge the portion of the community with concern about glyphosate by excluding its usage in child frequented areas despite additional costs, but also acknowledging the science, expert advice, and legal outcomes about its safe usage to ensure our city remains highly presented and meeting the demands of the overall community.

ATTACHMENTS

Nil

12.10 Response to Petition to Stop Use of Herbicides (including Glyphosate) throughout the Municipality
Officers' Assessment**Background**

The use of glyphosate herbicide for weed control, including thorough exploration of alternative products to glyphosate, has previously been extensively investigated over time by officers with key industry stakeholders and Councillors of the day during the period 2018 to 2021.

The matter had come about as a result of media and legal proceedings overseas pertaining to the safe use of this product which resulted in some concern from a portion of the local community. Overseas legal class action had been instigated against parent company Monsanto on behalf of all people that had been diagnosed with non-Hodgkin lymphoma (NHL) due to using or being exposed to Roundup (a Monsanto- branded herbicide product that contains glyphosate).

A Notice of Motion was carried by Council on 14 October 2019 *“that Frankston City discontinue the use of current herbicide regime i.e. Glyphosate, effective 1 July 2020. This applies to Council staff and contractors employed by Frankston City Council.”*

Council resolved at its meeting on 30 March 2020:

That Council:

- 1. Notes the positive and proactive action to implement the glyphosate ban by ceasing use of all herbicides as of 1 January 2020 within high priority sites;*
- 2. Notes advice is being sought from MAV, research institutes and other local government areas to seek alternative weed control methods and smart asset design to reduce requirements for herbicide use;*
- 3. Notes additional operating budget item of \$600,000 beyond the current weed management budget has been included in the draft 2020/21 budget to implement the glyphosate ban through alternative weed control, including both chemical and brush cutting techniques;*
- 4. Endorses the communications of the Glyphosate ban to stakeholders and broader community including relevant State Government agencies and Municipal Association of Victoria (MAV) regarding experiences and feedback from overseas nations that have implemented glyphosate bans;*
- 5. Requires a report to be provided to Council after 12 months of implementation to provide information regarding community feedback, service impacts, budget impacts and new industry developments;*
- 6. Notes that the further Council report is subject to any potential delays and impacts associated with Council's response to the COVID-19 pandemic.*
- 7. Notes the effectiveness and impacts on service standards of alternative methods are not yet clearly understood and that ongoing adaptive refinement of alternative methods and priorities will occur during implementation; and*
- 8. Notes the additional \$600,000 budget provision is an estimate due to the uncertainty of seasonal variations in climatic conditions affecting weed growth and the industry yet to be in a position to quantify costs and effectiveness of glyphosate bans.*

The investigation which included results, in-field trials of alternative products to glyphosate, adverse impacts of the ban on Frankston City presentation, legal advice, an independent research project undertaken in partnership with Deakin University, MAV and 30 local Councils amendments to weed management practices, and advice from

12.10 Response to Petition to Stop Use of Herbicides (including Glyphosate) throughout the Municipality
Officers' Assessment

WorkSafe and regulatory bodies were reported back to Council which approved the reintroduction of glyphosate usage across the municipality with some officer initiated exceptions of preschools, playgrounds and maternal child health centres.

At its meeting on 15 February 2021, the Council unanimously carried the following Resolution:

That Council:

- 1. Notes that current guidance from Australian regulatory authorities is that products containing glyphosate can continue to be used safely following the directions in the Safety Data Sheet and labels.*
- 2. Notes a range of alternative weed management has been investigated through internal trials and in partnership with Deakin University and MAV with preliminary findings indicating limited capacity in the industry to replace glyphosate with an effective equivalent alternative herbicide.*
- 3. Notes that a number of positive ongoing improvements have been made to weed management practices to reduce risk to health and environment as a result of the glyphosate ban.*
- 4. Resolves to rescind the resolutions relating to the 2019/NOM49 – Glyphosate Herbicide and Response to 2019/NOM49 – Glyphosate Herbicide Implementation Update on Ban considered on 14 October 2019 and 30 March 2020 Council Meetings, and continues to explore cost efficient, low risk and effective pesticide management practices to minimise risk to health and environment as new treatments are developed.*
- 5. Approves reintroduction of glyphosate as part of weed management practices with the exception of implementing low risk alternatives at high priority sites such as preschool, playgrounds and maternal child health centres.*
- 6. Notes that alternative weed control measures implemented since the glyphosate ban have only been partially successful in controlling weeds, resulting in declining presentation standards throughout the municipality.*
- 7. Approves unspent funds of approximately \$130,000 from 2020/21 Glyphosate ban budget to be used to reinstate desired presentation standards throughout the municipality; and*
- 8. Approves allocation of additional \$100,000 in 2021/22 budget to deliver weed management services.*

More recently, in Australia from September 2023 to October 2023, a Roundup legal class action against Monsanto was ran in the Federal Court and was unsuccessful. Federal Court Justice Lee found in the respondent's (Monsanto) favour, ruling that it was not proven on the balance of probabilities, that use and/or exposure to Roundup products increased an individual's risk of non-Hodgkin lymphoma (NHL) and/or caused an individual to develop NHL.

Then, on 22 November 2024, Justice Lee approved a settlement agreement reached between the parties, including that the complainant removing appeal rights and the respondent (Monsanto) agreeing not to pursue recovery of any costs from the complainant. In short, this means the Roundup Class Action in Australia has been brought to an end.

12.10 Response to Petition to Stop Use of Herbicides (including Glyphosate) throughout the Municipality
Officers' Assessment**Issues and Discussion**

Frankston City Council comprises an area of 130 square kilometres (32,000 acres) with vast proportions being open space, sports ovals, golf course, natural biodiversity in coastal and bushland areas, road reserves and parks and gardens. All these areas require regular weed management for the purposes of community amenity, city presentation, Road Management Plan legislative obligations and biodiversity values. The use of glyphosate has proven an effective weed management method both in terms of weed control and cost.

During the period 2018 to 2021 legal proceedings overseas in terms of the safety impacts on the use of glyphosate raised community awareness and as a result a broad and extensive investigation into alternative herbicides to glyphosate was undertaken; below provides some further detail and context.

Deakin University/MAV research project and FCC trials

A range of weed management alternatives were investigated through internal trials within the Frankston municipality area and in partnership with Deakin University, MAV and 30 local Councils who conducted a research project. Alternatives investigated and/or trialled included increased hand weeding and brush cutting, application of alternate chemical and non-chemical treatments (Acetic Acid, Metsulfuron Methyl, Bioweed/Pine Oil, steam application, gas burning, Glufosinate, Imazapyr, Picloram, Clove Oil, Prodiamine, Nonanoic Acid, Sodium Chloride) as well as increased mulching programs.

Outcomes of the Deakin/MAV project verified and confirmed findings of Councils in house trial, stating *"that there is no alternative product as effective in controlling weeds nor as effective in terms of cost, to glyphosate."*

Advice from Regulatory Authorities

Council has a strong safety culture and adopts a risk management approach using Safety Work Method Statements (SWMS) for application of weed spray in accordance with WorkSafe Victoria guidelines. The SWMS includes requirements for operators to wear face masks, gloves, and long sleeves/pants, adhere to manufacturer mixing requirements and to adhere to manufacturer Material Safety Data Sheets (MSDS). In terms of community, the SWMS includes limitations on spraying in windy conditions to avoid spray drift, and placement of warning signage, barriers, exclusion zones in the vicinity of spray areas during and after spray in accordance with the chemical MSDS.

Legal counsel, provided to Council by Maddocks Lawyers advised that "There is no information from the relevant regulators that requires Frankston City Council to change its position on the use of glyphosate. We repeat our earlier advice that the glyphosate products are considered safe to use if they are used in accordance with instructions."

This continues to also be the advice of the Australian Pesticides and Veterinary Authority which is the Australian Government agency responsible for registration of agricultural and veterinary products, as well as the position of MAV. All pesticides on the Australian market have been approved for use by the APVMA and considered safe for use if used in accordance with controls.

Action at Frankston City Council

With all sources of expertise and advice, including the 2024 Australian Federal Court in favour of Monsanto, it is apparent that:

- No alternative to glyphosate is as effective as glyphosate, neither in terms of weed control nor cost;

12.10 Response to Petition to Stop Use of Herbicides (including Glyphosate) throughout the Municipality
Officers' Assessment

- With appropriate risk management approach (SWMS and MSDS), glyphosate is safe; and
- NHL cannot be attributed to the use of and/or exposure to glyphosate.

Considering the above, it can be concluded that community concern is based more on emotion than science. However, in considering the matter holistically, Council wanted to take some action in response to this, so whilst the use of glyphosate was reintroduced in February 2021, high risk areas were precluded from glyphosate use; these areas are preschools, playgrounds, and maternal child health centres.

In assessing the effectiveness of weed control using alternate treatments, the application of steam was one of the more effective treatments. Whilst approximately 8-10 times the cost of glyphosate use and less effective than glyphosate, it was decided that in response to community concern about glyphosate, this treatment would be appropriate in these higher risk areas where children congregate.

A long-term contract was subsequently tendered and awarded for the use of steam weed control at a cost of \$2,263,943 (circa \$350k + CPI annually).

The use of steam weed treatment has been integrated into a broader weed management strategy also comprising hand weeding, mulching, flame suppression, brush cutting and glyphosate.

Despite the strong commitment within the Operations department to deliver high quality outcomes for the community, collaborating with industry experts, seeking, and implementing a broad range of integrated weed management practices and significantly increased expenditure, invasive weeds were increasing in key areas where glyphosate was not used. Notable areas of decline included Seaford Wetlands which is listed under the Ramsar Convention as an internationally significant wetland, parks and gardens, sports ovals, and roadside reserves.

Declining levels of presentation across the city led to community members voicing concerns.

Today, it is considered that the right balance is in place to acknowledge the portion of the community with concern about glyphosate by excluding its usage in child frequented areas despite additional costs, but also acknowledging the science, expert advice, and legal outcomes about its safe usage to ensure our city remains highly presented and meeting the demands of the community.

Executive Summary**12.11 Award of Contract CN11447 - Soft fall Mulch - Supply, Delivery & Installation**

Enquiries: (Brad Hurren: Infrastructure and Operations)

Council Plan

Level 1:

4. Well Planned and Liveable City

Level 2:

4.3 Provide well designed, fit for purpose, multi-use open spaces and infrastructure for the community to connect, engage and participate

Purpose

To obtain Council approval to award Contract CN11447 to MulchXpress Pty Ltd for the provision Soft Fall Mulch – Supply, Delivery & Installation.

Recommendation (Director Infrastructure and Operations)

That Council:

1. Awards contract CN11447 – Soft fall Mulch – Supply, Delivery & Installation to MulchXpress Pty Ltd, A.C.N 126 899 750 for an estimated contract value of \$1,333,850 GST exclusive for the term of up to eight (8) years being an initial two (2) year term with the provision for a further three (3) X two (2) year extension options (2+2+2+2) noting that this is a schedule of rates contract.;
2. Authorises the Chief Executive Officer to execute and sign the contract;
3. Authorises the Director Infrastructure and Operations to approve variations and extensions of the contract subject to the satisfactory performance of the contractor; and
4. Resolves Attachments A and B to this report be retained confidential on the grounds that it contains private commercial information, being information provided by a business, commercial or financial undertaking that if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage, pursuant to the *Local Government Act 2020 s3(1)(g)*.

Background

Contract CN11447 is a new contract replacing CN10318. The current contract will expire 14 June 2025 after an original 3-year term with a further 2-year extension option. The aim of this contract is to appoint a single supplier to supply, deliver and install certified soft fall mulch by blowing the material into place using specialist equipment.

The acceptance of this offer will satisfy expectations in allowing for the ongoing maintenance of Council assets.

Tender Process

The request for tender (RFT) was released to market via Council's website and advertised in the Age newspaper on 22 February 2025

The tender closed at 3pm 19 March 2025, AEST.

1 submission was received.

No late tenders were received.

12.11 Award of Contract CN11447 - Soft fall Mulch - Supply, Delivery & Installation**Executive Summary****Tender Evaluation**Evaluation criteria

1 submission progressed to evaluation and was assessed against the following evaluation criteria, as advertised in the RFT documents:

Evaluation Criteria	Weighting (%)
Financial cost to Council	30%
Industry Experience	20%
Resources & Capability	20%
Performance on similar contracts	10%
Methodology & Emergency Response	10%
Community Benefit (including local content)	10%

Evaluation was guided by the approved Evaluation Plan, which is filed in Council's document management records system, reference A5477606.

The evaluation of submissions is documented in the Evaluation Report, which is provided as Attachment A.

Negotiations

All tender negotiations are complete.

Post award of the contract

If award is approved by Council at this Ordinary Meeting, all respondents will be notified of the outcome and offered debriefs.

Details of the awarded contract will be published on the Council website.

Probity

All Council procurement processes are conducted in a fair, honest, open manner with the highest levels of integrity and in the public interest. All suppliers are treated fairly in an open and transparent manner.

Council must engage an external probity advisor when the value of goods or services exceeds \$5 million (GST inclusive)

An external probity advisor was not appointed.

Disclosures of Conflicts of Interest in Relation to Advice Provided in this Report

No person involved in the evaluation of tenders declared a direct or indirect interest requiring disclosure.

Contract Value

This is a schedule of rates contract with an estimated contract value of \$1,333,850.00.

GST exclusive for the eight (8) year term of the contract.

12.11 Award of Contract CN11447 - Soft fall Mulch - Supply, Delivery & Installation**Executive Summary****Term of the Contract**

The initial contract term is two (2) years. The contract will commence 15 June 2025 at the expiration of the existing contract. At the completion of the initial term, there is provision for a further three (3) year extension options available based on satisfactory performance at Councils sole discretion.

Policy Considerations

This procurement does not conflict with any Council policies.

Collaboration

Section 109(2) of the Local Government Act 2020 requires that any report to Council that recommends entering into a procurement agreement must include information in relation to any opportunities for collaboration with other Councils or public bodies.

Under this contract there were no opportunities to collaborate with other Councils or public bodies as:

Financial Implications

Evaluation indicates an estimated contract value of \$1,333,850.00 GST exclusive.

Legal/Statutory Implications

The tender process complies with Council's Procurement Policy 2021-2025.

Gender Impact Assessments

No gender impact assessment was required. This initiative has no impact on our community or the public.

Environmental/Sustainability Impacts

The tenderer has identified and listed environmentally responsible materials, processes, and approaches.

Buy Local Impacts

The preferred tenderer employs locals and supports local businesses.

ATTACHMENTS

Attachment A: CN11447 - Soft Fall Mulch - Supply, Delivery & Installation -
Attachment A - Evaluation Report - **CONFIDENTIAL**

Attachment B: CN11447 - Soft Fall Mulch - Supply, Delivery & Installation -
Attachment B - Evaluation CONSENSUS - **CONFIDENTIAL**

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