

TERMS OF REFERENCE OF THE MUNICIPAL MONITOR APPOINTED UNDER
SECTION 223CA OF THE LOCAL GOVERNMENT ACT 1989
TO MONITOR GOVERNANCE PROCESSES AND PRACTICES
AT FRANKSTON CITY COUNCIL

Without limiting the municipal monitor's functions under section 223CB of the *Local Government Act 1989* (Act), the municipal monitor is:

1. To monitor the Frankston City Council's (Council) governance processes and practices, with specific regard to the key areas of concern identified by the Chief Municipal Inspector, including –
 - a. Council's meeting proceedings and decision making, and Councillor attendance at Council briefings and meetings;
 - b. Council's Councillor Code of Conduct, Councillor behaviour with respect to the Code of Conduct, Council's internal resolution procedure, and processes for resolving disputes between Councillors; and
 - c. The Chief Executive Officer's policies and practices that manage the interactions between Councillors and Council staff, and compliance with those policies and practices.
2. To advise on, and provide assistance and support, to the Council in relation to the Council's governance processes and practices, with specific regard to the matters raised in clause 1; and
3. To report to the Minister for Local Government on –
 - a. Any steps taken by the Council to improve its governance and the effectiveness of those steps or actions, with specific reference to the matters raised in clause 1; and
 - b. Any recommendations for the exercise of the Minister's powers under the Act.