

**MINUTES OF COUNCIL MEETING OF THE FRANKSTON CITY COUNCIL
HELD IN THE CIVIC CENTRE, DAVEY STREET, FRANKSTON
ON 21 JULY 2025 at 7:01 PM**

PRESENT	Cr. Kris Bolam (Mayor) Cr. Steffie Conroy (Deputy Mayor) Cr. David Asker Cr. Sue Baker Cr. Nathan Butler Cr. Emily Green Cr. Brad Hill Cr. Michael O'Reilly Cr. Cherie Wanat
APOLOGIES:	Nil.
ABSENT:	Nil.
OFFICERS:	Cam Arullanantham, Interim Chief Executive Officer Kim Jaensch, Director Corporate and Commercial Services Angela Hughes, Director Communities Shweta Babbar, Director Customer Innovation and Arts Vishal Gupta, Acting Director Infrastructure and Operations Brianna Alcock, Manager Governance Caroline Reidy, Manager Financial and Integrated Planning (via Zoom) Danielle Watts, Manager Procurement and Property Rob Antonic, Manager Safer Communities (via Zoom) Sam Clements, Manager Development Services (via Zoom) Tammy Ryan, Manager Arts and Culture (via Zoom) Brooke Whatmough, Coordinator Strategic Planning (via Zoom) Kristen Thomson, Coordinator Advocacy & Strategic Partnerships (via Zoom) Tenille Craig, Coordinator Governance Jessica Baguley, Senior Governance Officer Josh Lacey, Supervising Technician Connor Rose, Desktop Support and Project Officer
EXTERNAL REPRESENTATIVES:	Nil

COUNCILLOR STATEMENT

Councillor Steffie Conroy made the following 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 or vote on the issue."

ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

Councillor Steffie Conroy acknowledged the Bunurong People of the Kulin Nation – the Traditional Custodians of the land on which we stand, and paid respect to Elders past, present and future. Respect was also extended to Elders of other communities who may have been present.

Chairperson's initials.....

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1. APOLOGIES

NIL.

2. COUNCILLOR APPRECIATION AWARDS**2.1 PRESENTATION TO ROTARY FRANKSTON PENINSULA 2.0**

COUNCILLOR STEFFIE CONROY PRESENTED A COUNCILLOR APPRECIATION AWARD TO THE ROTARY FRANKSTON PENINSULA 2.0, IN RECOGNITION OF THEIR OUTSTANDING CONTRIBUTIONS TO THE COMMUNITY THROUGH IMPACTFUL FUNDRAISING INITIATIVES.

THE DEDICATION OF ROTARY FRANKSTON PENINSULA 2.0 HAS LED TO THE SUCCESSFUL INSTALLATION OF BEACH MATTING FOR IMPROVED ACCESSIBILITY, THE PROVISION OF LIFE-SAVING DEFIBRILLATORS THROUGH THE DUCK DERBY, AND THE CREATION OF THE BIRTH TREE, AMONG MANY OF THE MEANINGFUL PROJECTS DELIVERED. IT IS ESTIMATED THAT FRANKSTON ROTARY PENINSULA 2.0 HAVE RAISED OVER \$97K.

THEIR UNWAVERING COMMITMENT TO SERVICE WITHIN FRANKSTON CITY EXEMPLIFIES COMMUNITY SPIRIT.

3. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

Council Meeting No. CM10 held on 7 July 2025.

Council Decision

Moved: Councillor Green

Seconded: Councillor Asker

That the minutes of the Council Meeting No. CM10 held on 7 July 2025, copies of which had previously been circulated to all Councillors, be confirmed, approved and adopted.

Carried Unanimously

4. DISCLOSURES OF INTEREST AND DECLARATIONS OF CONFLICT OF INTEREST

Nil.

5. PUBLIC QUESTION TIME

At the request of the Mayor, the Interim Chief Executive Officer indicated there were no public questions received with notice and four (4) questions received without notice. The questions without notice will be responded to, following the Council Meeting, and any relevant recording of the questions will be provided in the Minutes of the next Council Meeting.

6. HEARING OF PUBLIC SUBMISSIONS

Emily Karlsson made a submission to Council regarding Item 14.2 - 2025/NOM13 - Tobacco Trade Advocacy.

Chairperson's initials.....

7. ITEMS BROUGHT FORWARD**Items Brought Forward****Council Decision****Moved: Councillor Baker****Seconded: Councillor Butler**

That Item 14.2 - 2025/NOM13 - Tobacco Trade Advocacy be brought forward.

Carried Unanimously**Block Motion****Council Decision****Moved: Councillor Butler****Seconded: Councillor Hill**

That the items listed below be block resolved:

- 11.1 Consideration of the Planning Panel report for Planning Scheme Amendment C148 and adoption of the Frankston City Industrial Strategy – July 2025 and the Frankston City Industrial Design Guidelines – July 2025
- 12.3 Community Satisfaction Survey 2025
- 12.4 Frankston 60th Birthday/Anniversary Event

Carried Unanimously**8. PRESENTATIONS / AWARDS**

Nil.

9. PRESENTATION OF PETITIONS AND JOINT LETTERS**9.1 Request to Install a Speed Hump on Sunny Vale Drive, Langwarrin****Council Decision****Moved: Councillor Wanat****Seconded: Councillor Baker**

That the petition from the residents of Sunny Vale Drive, Langwarrin concerning a request to install a speed hump on Sunny Vale Drive, Langwarrin, containing six (6) signatures, be received and referred to the Chief Executive Officer for consideration and response and the response to the petition be submitted to the next Council Meeting for finalisation.

Carried Unanimously**10. DELEGATES' REPORTS****10.1 National General Assembly Conference and advocacy meetings in Canberra
Conference presented by Councillor Sue Baker, on behalf of Mayor, Cr Bolam and Cr Hill**

Councillor Sue Baker provided a verbal report on behalf of the Mayor, Councillor Kris Bolam and Councillor Brad Hill, regarding the 31st National General Assembly (NGA) Conference held in Canberra. The conference provided an opportunity to engage with other Local Government Authorities (LGAs) and Federal Ministers on matters relevant to Frankston City Council.

Key highlights included:

- Advocacy for stronger federal support to ensure long-term stability for LGAs
- Attendance at keynote presentations
- All four motions submitted by Frankston City Council were successfully carried
- Cr Hill participated in meetings with the Chinese Ambassador and Fijian High Commissioner, focusing on strengthening our current Sister City relationships.

The conference was noted as a valuable platform for collaboration, learning and advancing Council's strategic priorities at the national level.

10.2 Student Voice Forum - Councillor Emily Green

Councillor Emily Green provided a verbal report regarding the 2025 Student Voice Forum, which was held on 20 June 2025. As a peak advocacy body for the region, the Committee for Frankston and Mornington Peninsula (CFMP) continues to demonstrate a strong commitment to youth issues and creating civic pathways for young people.

The forum was hosted by Southeast Water and the first of its kind. The event brought together student leaders and representatives from all levels of government.

Workshops and a panel Q&A addressed core issues identified by students, key issues raised by students included:

- Housing affordability
- Mental health and anti-violence prevention
- Financial independence and further education
- Students proposed enhanced civics education and greater youth representation
- Environmental initiatives

Councillor and Local Government representatives in attendance committed to bringing the concerns raised back to their respective chambers.

Cr Green expressed appreciation to the CFMP for their continued dedication to youth engagement and noted the success of the event.

Delegates Reports: Verbal Report from Cr Sue Baker on National General Assembly Conference and advocacy meetings in Canberra Conference presented by Councillor Sue Baker, on behalf of Mayor, Cr Bolam and Cr Hill and Cr Emily Green on the Student Voice Forum

Council Decision

Moved: Councillor Butler

Seconded: Councillor Conroy

That the verbal reports from Councillor Sue Baker and Councillor Emily Green be received and noted.

Carried Unanimously

Chairperson's initials.....

10.3 Executive Presence and Storytelling Course presented by Mayor, Councillor Kris Bolam

Delegates Report: Executive Presence and Storytelling Course presented by Mayor, Councillor Kris Bolam

Council Decision

Moved: Councillor Baker

Seconded: Councillor Conroy

That the written report from Mayor, Councillor Kirs Bolam, regarding his completion of the Executive Presence and Storytelling course, be received and included with the Minutes of this Council Meeting.

Carried Unanimously

Chairperson's initials.....

10.3 Executive Presence and Storytelling Course presented by Mayor, Councillor Kris Bolam: Attachment - Delegate Report by Mayor, Cr Kris Bolam

20/07/25

‘Executive Presence & Storytelling’ training course*Mayor Kris Bolam*Authorised/ Compliant with Policy – YesProvider – Melbourne Business SchoolDates – 2nd and 3rd of July 2025Location – Melbourne University, Parkville CampusCost – \$3,500 (note: I paid out-of-pocket approximately \$500 as the course was \$500 beyond the annual cap for professional development per councillor)Intention –

- To build upon my corporate ‘presence’;
- To improve verbal communication and the use of body language; and
- To receive constructive feedback on my current communicative repertoire

Summary –

The program consisted of an intensive two-day formula with a mix of presentations and interactive activities. The facilitators themselves had eclectic backgrounds with one being an acting coach for a long-running Australian television show. In addition, there was also the ability to network with other participants which in itself was useful.

Aspects covered during the life of the two-day course included:

- Enhance genuine connection with an audience by mastering authentic communication and active listening;
- Practice key techniques and receive meaningful, constructive feedback; and
- Develop confidence and composure to speak clearly and persuasively—even under pressure

In terms of the more broad deliverables, I have put together the following table to demonstrate them:

Focus Area	Description
Executive Presence	Develop a presence that inspires confidence and authority.
Communication Styles	Adjust my communication approach to suit various audiences and contexts.
Crafting narrative	Build compelling stories and integrate powerful visual aids.

20/07/25

Authentic Connections	Foster meaningful relations and embrace real-time feedback.
Elevator Pitches	Create and deliver succinct, engaging introductions with impact.
Nervousness Management	Learn techniques to stay focused, calm and articulate in high-pressure scenarios.
Visual Aids	Effectively incorporate visuals to enhance clarity and storytelling.
Constructive Feedback	Receive actionable insights to refine my message and delivery.

Conclusion–

It was an enjoyable and valuable exercise in professional development. Thank you for the opportunity to allow me to participate in this course.



Cr Kris Bolam

ITEMS MOVED FORWARD**14.2 2025/NOM13 - Tobacco Trade Advocacy***(JF Communities)***Recommendation**

That Council:

1. Acknowledges the importance of the new Victorian Tobacco Business Licensing Scheme to be introduced from 1 July 2025. This licensing scheme will be administered by Tobacco Licensing Victoria (TLV) under the Victorian Department of Justice and Community Safety;
2. Notes that the licensing scheme, established under the Tobacco Act 1987, will regulate the lawful supply of tobacco products in Victoria, including tobacco, cigarettes, cigars, and any other product containing tobacco that is intended for human consumption. It is important to note that e-cigarettes and vapes are not included in this scheme, as they are regulated by the Commonwealth Government with enforcement undertaken by Victoria Police and the Victorian Department of Health;
3. Notes that TLV will begin to enforce the licensing scheme from 1 February 2026 and dedicated licensing inspectors will check that tobacco retailer businesses are complying with the law;
4. Acknowledges the significant and long-standing contribution of Frankston City Council's Environmental Health team in delivering education and regulatory functions under the Tobacco Act 1987, particularly in maintaining smoke-free environments, regulating tobacco retailers, and reducing the sale of tobacco products to minors;
5. Acknowledges the key role that local councils play in ensuring compliance with laws prohibiting the sale of tobacco to minors, particularly through the long-standing Tobacco Test Purchasing Program delivered under the service agreement between councils and the regulator;
6. Acknowledges the strong collaborative partnership between councils and the regulator in delivering effective tobacco education and enforcement activities, contributing to a reduction in tobacco and e-cigarette smoking across Victoria;
7. Notes that final arrangements for the role of local councils in tobacco education and enforcement, including associated funding, beyond 30 June 2026, are yet to be confirmed;
8. Resolves to write to the Municipal Association of Victoria (MAV) requesting that MAV advocates to the Minister for Planning for:
 - Planning reform that enables councils to treat tobacco and e-cigarette retail as a defined land use subject to zoning controls.
9. Advocates directly to the Minister for Health, the Minister for Casino, Gaming and Liquor Regulation, the Department of Health, and the Department of Justice and Community Safety, for the continuation of a funded, opt-in tobacco service agreement between local councils and the regulator beyond 30 June 2026. Council advocates that:
 - Local government continues to play a central enforcement role across Victoria.
 - The absence of a local compliance presence may increase the risk of non-compliance if businesses perceive the regulator's capacity to inspect as limited.

Chairperson's initials.....

- Continued council involvement will enable the regulator to focus its enforcement efforts on more complex compliance matters and the wholesale tobacco supply sector; and
- The Tobacco Test Purchasing Program has been an effective enforcement method in reducing the unlawful sale of tobacco products to minors and should continue to be delivered under the auspices of local councils.

Leave of Council

Moved: Councillor Conroy

Seconded: Councillor Green

That Cr Conroy be granted leave of Council to amend 2025/NOM13 – Illicit Tobacco Trade Advocacy, including the title to be changed to “2025/NOM13 – Tobacco Trade Advocacy”.

Motion

Moved: Councillor Conroy

Seconded: Councillor Hill

That Council:

1. Acknowledges the importance of the new Victorian Tobacco Business Licensing Scheme to be introduced from 1 July 2025. This licensing scheme will be administered by Tobacco Licensing Victoria (TLV) under the Victorian Department of Justice and Community Safety.
2. Notes that the licensing scheme, established under the Tobacco Act 1987, will regulate the lawful supply of tobacco products in Victoria, including tobacco, cigarettes, cigars, and any other product containing tobacco that is intended for human consumption. It is important to note that e-cigarettes and vapes are not included in this scheme, as they are regulated by the Commonwealth Government with enforcement undertaken by Victoria Police and the Victorian Department of Health.
3. Notes that TLV will begin to enforce the licensing scheme from 1 February 2026 and dedicated licensing inspectors will check that tobacco retailer businesses are complying with the law.
4. Notes the Victorian Government, through the Department of Health has provided funding to the Municipal Association of Victoria (MAV) to disburse funding to Victorian Councils via opt-in service agreement, which Frankston City Council has been a longstanding participant, for the following tobacco education and enforcement activities under the Tobacco Act 1987 up until 30 June 2026:
 - Proactive visits to retailers selling tobacco;
 - Proactive visits to establishments with eating and drinking areas;
 - Proactive visits to outdoor locations where smoking and vaping is banned, such as schools and children’s play areas;
 - Reactive investigation of complaints; and
 - Cigarette sales to minors program.
5. Acknowledges the significant and long-standing contribution of Frankston City Council’s Environmental Health team in delivering education and regulatory functions under the Tobacco Act 1987, particularly in maintaining smoke-free environments, regulating tobacco retailers, and reducing the sale of tobacco products to minors.
6. Acknowledges the key role that local councils play in ensuring compliance with laws prohibiting the sale of tobacco to minors, particularly through the long-standing Tobacco Test Purchasing Program Cigarette sales to minors program delivered under the service agreement between councils and the regulator.
7. Acknowledges the strong collaborative partnership between councils and the regulator in delivering effective tobacco education and enforcement activities,

Chairperson’s initials.....

- contributing to a reduction in tobacco and e-cigarette smoking across Victoria.
8. Notes that final arrangements for the role of local councils in tobacco education and enforcement, including associated funding, beyond 30 June 2026, are yet to be confirmed.
 9. Resolves to write to the MAV requesting that the MAV advocates to the Minister for Planning for:
 - Planning reform that either requires tobacco product retail as an activity that requires planning permission similar to the recently removed Clause 52.27 (Licensed Premises) liquor controls in all Victorian Planning Schemes or to define tobacconists as a specific land use with the implementation of specific controls, specifying a distance separation condition to prevent the establishment of new tobacconists near schools and hospitals similar to 'Adult sex product shop' planning controls. These new planning controls are intended to add an additional layer of regulatory control to complement the new Victorian Tobacco Business Licensing Scheme.
 10. Advocates directly to the Minister for Health, the Minister for Casino, Gaming and Liquor Regulation, the Department of Health, and the Department of Justice and Community Safety, for the continuation of a funded, opt-in tobacco service agreement between local councils and the regulator beyond 30 June 2026. Council advocates that:
 - Local government continues to play a central enforcement role across Victoria.
 - The absence of a local compliance presence may increase the risk of non-compliance if businesses perceive the regulator's capacity to inspect as limited.
 - Continued council involvement will enable the regulator to focus its enforcement efforts on more complex compliance matters and the wholesale tobacco supply sector.
 - The Tobacco Test Purchasing Program has been an effective enforcement method in reducing the unlawful sale of tobacco products to minors and should continue to be delivered under the auspices of local councils.
 11. Resolves that Council officers prepare a report for the September ordinary Council meeting outlining:
 - The full scope of Council's responsibilities under the updated Tobacco Act 1987;
 - Options for continued local enforcement and education activities beyond the current funding agreement;
 - The public health risks of discontinuing this work in the absence of state funding;
 - Advocacy opportunities to the Victorian Government for sustained funding beyond 2026;
 - The process for Council to pass on community feedback or complaints to Victorian and Commonwealth Government law enforcement authorities relating to illegal tobacco activities;
 - Any enhanced role Council can undertake, within capacity and capability, to tackle the scourge of illegal tobacco activities; and
 - Tasking the newly funded second Rapid Response Team unit (to commence in November 2025) to monitor shopping strips that have the presence of suspected illegal tobacco shopfronts.
 12. Notes that a separate MAV State Council Motion has also been submitted in relation to these advocacy matters.

Council Decision**Moved: Councillor Conroy****Seconded: Councillor Hill**

That Council:

1. Acknowledges the importance of the new Victorian Tobacco Business Licensing Scheme to be introduced from 1 July 2025. This licensing scheme will be administered by Tobacco Licensing Victoria (TLV) under the Victorian Department of Justice and Community Safety.
2. Notes that the licensing scheme, established under the Tobacco Act 1987, will regulate the lawful supply of tobacco products in Victoria, including tobacco, cigarettes, cigars, and any other product containing tobacco that is intended for human consumption. It is important to note that e-cigarettes and vapes are not included in this scheme, as they are regulated by the Commonwealth Government with enforcement undertaken by Victoria Police and the Victorian Department of Health.
3. Notes that TLV will begin to enforce the licensing scheme from 1 February 2026 and dedicated licensing inspectors will check that tobacco retailer businesses are complying with the law.
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 - Reactive investigation of complaints; and
 - Cigarette sales to minors program.
5. Acknowledges the significant and long-standing contribution of Frankston City Council's Environmental Health team in delivering education and regulatory functions under the Tobacco Act 1987, particularly in maintaining smoke-free environments, regulating tobacco retailers, and reducing the sale of tobacco products to minors.
6. Acknowledges the key role that local councils play in ensuring compliance with laws prohibiting the sale of tobacco to minors, particularly through the long-standing Tobacco Test Purchasing Program Cigarette sales to minors program delivered under the service agreement between councils and the regulator.
7. Acknowledges the strong collaborative partnership between councils and the regulator in delivering effective tobacco education and enforcement activities, contributing to a reduction in tobacco and e-cigarette smoking across Victoria.
8. Notes that final arrangements for the role of local councils in tobacco education and enforcement, including associated funding, beyond 30 June 2026, are yet to be confirmed.
9. Resolves to write to the MAV requesting that the MAV advocates to the Minister for Planning for:
 - Planning reform that either requires tobacco product retail as an activity that requires planning permission similar to the recently removed Clause 52.27 (Licensed Premises) liquor controls in all Victorian Planning Schemes or to define tobacconists as a specific land use with the implementation of specific controls, specifying a distance separation condition to prevent the establishment of new tobacconists near schools and hospitals similar to 'Adult sex product shop' planning controls. These new planning controls are intended to add an additional layer of regulatory control to complement the new Victorian Tobacco Business Licensing Scheme.

Chairperson's initials.....

10. Advocates directly to the Minister for Health, the Minister for Casino, Gaming and Liquor Regulation, the Department of Health, and the Department of Justice and Community Safety, for the continuation of a funded, opt-in tobacco service agreement between local councils and the regulator beyond 30 June 2026. Council advocates that:
- Local government continues to play a central enforcement role across Victoria.
 - The absence of a local compliance presence may increase the risk of non-compliance if businesses perceive the regulator's capacity to inspect as limited.
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 - The Tobacco Test Purchasing Program has been an effective enforcement method in reducing the unlawful sale of tobacco products to minors and should continue to be delivered under the auspices of local councils.
11. Resolves that Council officers prepare a report for the September ordinary Council meeting outlining:
- The full scope of Council's responsibilities under the updated Tobacco Act 1987;
 - Options for continued local enforcement and education activities beyond the current funding agreement;
 - The public health risks of discontinuing this work in the absence of state funding;
 - Advocacy opportunities to the Victorian Government for sustained funding beyond 2026;
 - The process for Council to pass on community feedback or complaints to Victorian and Commonwealth Government law enforcement authorities relating to illegal tobacco activities;
 - Any enhanced role Council can undertake, within capacity and capability, to tackle the scourge of illegal tobacco activities; and
 - Tasking the newly funded second Rapid Response Team unit (to commence in November 2025) to monitor shopping strips that have the presence of suspected illegal tobacco shopfronts.
12. Notes that a separate MAV State Council Motion has also been submitted in relation to these advocacy matters.

Carried Unanimously

11. CONSIDERATION OF CITY PLANNING REPORTS**11.1 Consideration of the Planning Panel Report for Planning Scheme Amendment C148fran and adoption of the Frankston City Industrial Strategy - July 2025 and the Frankston City Industrial Design Guidelines - July 2025***(RL Communities)***Council Decision****Moved: Councillor Butler****Seconded: Councillor Hill**

That Council:

1. Receives and considers the Panel Report for Planning Scheme Amendment C148fran pursuant to Section 27 of the *Planning and Environment Act 1987*;
2. Adopts Planning Scheme Amendment C148fran pursuant to Section 29 of the *Planning and Environment Act 1987* with changes as set out in Attachment B;
3. Authorises Council officers to submit the adopted Planning Scheme Amendment C148fran to the Minister for Planning for approval pursuant to Section 31 of the *Planning and Environment Act 1987*;
4. Authorises the Director Communities to revise the adopted Planning Scheme Amendment C148fran if changes are sought from the Department of Transport and Planning;
5. Adopts the *Frankston City Industrial Strategy (Charter Keck Cramer and Tract, July 2025)* and the *Frankston City Industrial Design Guidelines (Tract, July 2025)*; and
6. Notes that Council officers will notify all submitters of the decision.

Carried Unanimously**Note:** Refer to page 4 of the minutes where this item was Block Resolved.

Chairperson's initials.....

12. CONSIDERATION OF REPORTS OF OFFICERS

12.1 Governance Matters Report for 21 July 2025

(BA Corporate and Commercial Services)

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, Notice of Motion Report and Urgent Business update for 21 July 2025;
 - ii. Notes there are no Notice of Motion action reported as complete by officers;
 - iii. Notes there is one (1) report delayed in the presentation to Council:
 - Response to 2025/NOM05 – Managing Olivers Hill Landslip, delayed to the November 2025 Council Meeting.
 - iv. Notes since the Council Meeting, held on 23 June 2025, 34 resolution actions have been completed;

Councillor Briefings Record

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

External and Internal Committee Meetings Quarterly Update

3. Receives the highlights of activities of external and internal committee meetings held during the quarter April to June 2025;

Policy and Protocol Framework

4. Notes the Policy and Protocol Framework (Framework) was previously adopted by Council in March 2020;
5. Notes the Policy and Protocol Framework was reviewed, with key improvements:
 - A set of principles to be applied to all policies and protocols;
 - Policy alignment with the Governance Principles, as detailed in the *Local Government Act 2020*;
 - Requirement for risk and privacy assessments, as well as gender impact assessments for policies that meet the criteria, as required under the *Gender Equality Act 2020*;
 - Improved alignment with Council's Community Engagement Policy and Framework;
6. Notes the Policy and Protocol Framework has been authorised by the Chief Executive Officer;

Compliance and Enforcement Policy and Protocols

7. Notes the Memorandum provided in December 2024 and further communication about strengthening Council's Compliance and Enforcement Policy and Protocols to reflect its strengthened practices;
8. Notes the Compliance and Enforcement Policy (Policy) has undertaken legal reviews to ensure it reflects the statutory mechanisms required. The Compliance and Enforcement Protocol and Prosecution Protocol (Protocols) have been updated to align with the Policy to ensure best practice and contemporary guidance is provided;

Chairperson's initials.....

9. Notes the review of the Policy and these Protocols compliment the revised and strengthened Complaints Policy and framework and statutory mechanisms for review;
10. Notes the Compliance and Enforcement Policy, Compliance and Enforcement Protocol and Prosecution Protocol have been authorised by the CEO and will be made available on Council's website following this meeting;

MAV State Council Motions

11. Notes the next Municipal Association of Victoria (MAV) State Council Meeting has will occur on 10 October 2025;
12. Endorses six (6) motions for submission to MAV, prior to the 11 August 2025 deadline, for consideration at the State Council Meeting:
 - Stamp Duty reduction or waiver for 'First Home Buyer' recipients
 - Best Practice Implementation of Lobbyist Registers for Local Government
 - Affordable Housing Provisions
 - Vice-Regal Engagement with the Local Government Sector
 - Extending the application of the *Sentencing Amendment (Emergency Worker Harm) Bill 2020* to include workers involved in water safety and rescue
 - Continuation of tobacco service agreement funding beyond 30 June 2026 and planning reform relating to tobacconists

Mayor overseas travel to visit Sister and Friendship Cities

13. Notes Council endorsed a Friendship City arrangement with the City of Annapolis in the United States of America on 12 May 2025;
14. Notes the Mayor, Cr Baker and Cr Hill met with the Suva, Fiji High Commissioner and the Chinese Ambassador in Canberra in June 2025 where, as a gesture of good will, they welcomed the possibility of meetings to be arranged in the respective countries;
15. Endorses Mayor Bolam to travel to the Friendship City of Annapolis, United States of America (3 nights), Sister Cities Suva, Fiji (2 nights). Wuxi, China (2 nights) and Susono, Japan (2nights), pending confirmation of meeting arrangements and flights between from 23 September 2025 until 13 October 2025. It is estimated the accommodation for this travel will cost Council a total of \$7000;
16. Notes the flights and incidental expenses for the travel will be paid for by Mayor Bolam with no budget implications for Council;
17. Endorses Mayor Bolam to perform his functions and duties during this period of travel with an arranged signing of the Memorandum of Understanding (MOU) to formalise the Friendship City with the City of Annapolis, United States, and for possible meetings in the City of Suva, Fiji and Wuxi, China;
18. Endorses gifts for both Suva City Council and Wuxi City Council to be arranged, to the total value of \$500, to be funded from the Advocacy budget; and
19. Notes all written arrangements required by the Foreign Minister regarding our sister cities and friendship cities relationships have been provided to the Department of Foreign Affairs and Trading (DFAT) to ensure full compliance, including: the Friendship City MOU with Annapolis, USA and the Sister City Agreements with Suva, Fiji, Wuxi, China and Susono, Japan.

Chairperson's initials.....

Motion**Moved: Councillor Green****Seconded: Councillor Conroy**

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5. Notes the Policy and Protocol Framework was reviewed, with key improvements:
 - A set of principles to be applied to all policies and protocols;
 - Policy alignment with the Governance Principles, as detailed in the *Local Government Act 2020*;
 - Requirement for risk and privacy assessments, as well as gender impact assessments for policies that meet the criteria, as required under the *Gender Equality Act 2020*;
 - Improved alignment with Council's Community Engagement Policy and Framework;
6. Notes the Policy and Protocol Framework has been authorised by the Chief Executive Officer;

Compliance and Enforcement Policy and Protocols

7. Notes the Memorandum provided in December 2024 and further communication about strengthening Council's Compliance and Enforcement Policy and Protocols to reflect its strengthened practices;
8. Notes the Compliance and Enforcement Policy (Policy) has undertaken legal reviews to ensure it reflects the statutory mechanisms required. The Compliance and Enforcement Protocol and Prosecution Protocol (Protocols) have been updated to align with the Policy to ensure best practice and contemporary guidance is provided;
9. Notes the review of the Policy and these Protocols compliment the revised and strengthened Complaints Policy and framework and statutory mechanisms for review;

Chairperson's initials.....

10. Notes the Compliance and Enforcement Policy, Compliance and Enforcement Protocol and Prosecution Protocol have been authorised by the CEO and will be made available on Council's website following this meeting;

MAV State Council Motions

11. Notes the next Municipal Association of Victoria (MAV) State Council Meeting has will occur on 10 October 2025;
12. Endorses six (6) motions for submission to MAV, prior to the 11 August 2025 deadline, for consideration at the State Council Meeting:
- Stamp Duty reduction or waiver for 'First Home Buyer' recipients
 - Best Practice Implementation of Lobbyist Registers for Local Government
 - Affordable Housing Provisions
 - Vice-Regal Engagement with the Local Government Sector
 - Extending the application of the *Sentencing Amendment (Emergency Worker Harm) Bill 2020* to include workers involved in water safety and rescue
 - Continuation of tobacco service agreement funding beyond 30 June 2026 and planning reform relating to tobacconists

Mayor overseas travel to visit Sister and Friendship Cities

13. Notes Council endorsed a Friendship City arrangement with the City of Annapolis in the United States of America on 12 May 2025;
14. Notes the Mayor, Cr Baker and Cr Hill met with the Suva, Fiji High Commissioner and the Chinese Ambassador in Canberra in June 2025 where, as a gesture of good will, they welcomed the possibility of meetings to be arranged in the respective countries;
15. Endorses Mayor Bolam to travel to the Friendship City of Annapolis, United States of America (3 nights), Sister Cities Suva, Fiji (2 nights), Wuxi, China (2 nights) and Susono, Japan (2 nights), pending confirmation of meeting arrangements from 23 September 2025 until 13 October 2025. It is estimated the accommodation for this travel will cost Council a total of \$7000;
16. Notes the flights and incidental expenses for the travel will be paid for by Mayor Bolam with no budget implications for Council;
17. Endorses Mayor Bolam to perform his functions and duties during this period of travel with an arranged signing of the Memorandum of Understanding (MOU) to formalise the Friendship City with the City of Annapolis, United States, and for possible meetings in the City of Suva, Fiji and Wuxi, China;
18. Endorses gifts for both Suva City Council and Wuxi City Council to be arranged, to the total value of \$500, to be funded from the Advocacy budget; and
19. Notes all written arrangements required by the Foreign Minister regarding our sister cities and friendship cities relationships have been provided to the Department of Foreign Affairs and Trading (DFAT) to ensure full compliance, including: the Friendship City MOU with Annapolis, USA and the Sister City Agreements with Suva, Fiji, Wuxi, China and Susono, Japan.

Long-Term Lease For Nairn Marr Djambana

20. Acknowledges the recent National Reconciliation Week, held annually from 27 May to 3 June, and reaffirms its commitment to reconciliation with Aboriginal and Torres Strait Islander peoples;
21. Notes its current Reconciliation Action Plan, which aims to foster cultural connection, inclusion, and reconciliation through community-led initiatives;
22. Acknowledges Nairn Marr Djambana (NMD), a First Nations Gathering Place

Chairperson's initials.....

located in Frankston, currently operates under five-year lease agreement with Council;

23. Notes NMD has been tirelessly serving the Frankston community since 2016 and has been a very effective mechanism for local indigenous self-determination, recognising the Frankston municipality has one of the largest indigenous populations in Metropolitan Melbourne;
24. Notes that, since its inception in 2016, NMD has successfully renewed its lease three times since establishment with excellent stewardship of the land it has leased from Council;
25. Notes, despite numerous political elections since Council pledged \$2 million dollars in 2021 (on the proviso of matched funding outcomes from the other tiers of government), the redevelopment of the NMD site – politically – remains unfilled;
26. Recognises the practices of other local government areas, where long-term lease arrangements for First Nations Gathering Places has occurred, thereby engendering cultural sustainability;
27. Further recognises that an extended lease arrangement will make NMD more attractive insofar commercial and philanthropic opportunities, and therefore more economically viable;
28. Expresses its intention to enter into a lease with Nairm Marr Djambana for a term of 50 years;
29. Notes that the proposed lease will be presented to a future Council meeting to commence the statutory procedures required under the Local Government Act 2020;
30. Authorises officers to prepare the necessary documentation and undertake preliminary steps in support of the proposed lease arrangement;

The Establishment of an 'Emergency Disaster Fund'

31. Notes there is no dedicated contingency at present for natural or manmade disaster situations;
32. Notes recent events where local governments have been ill-prepared for emergency events i.e. landslips, bushfires etc;
33. Seeks a report to be provided at the September 2025 Council Meeting on the enactment of an 'Emergency Disaster Fund' for the purpose of quarantining funds that qualify per the activation of Council's Municipal Emergency Activation Plan; and
34. Resolves the report is to consider, with a view to implement as from Annual Budget 2026/2027:
 - How much to put in this fund ie. \$250K - \$400K;
 - The requirement of Council to replenish this fund every budgetary cycle where monies are expended;
 - Control measures to ensure that the monies are properly held in abeyance for emergency response purposes; and
 - What kind of disaster scenarios qualify for the utilisation of said monies.

Extension of Time

Moved: Councillor Butler

Seconded: Councillor Green

That Cr Baker be granted an extension of time.

Chairperson's initials.....

Carried Unanimously

Council Decision

Moved: Councillor Green

Seconded: Councillor Conroy

That Council:

Council Resolution Status Update

1. Receives the Council Resolution Status update, including:
 - i. Notice of Motion Cost Summary, Notice of Motion Report and Urgent Business update for 21 July 2025;
 - ii. Notes there are no Notice of Motion action reported as complete by officers;
 - iii. Notes there is one (1) report delayed in the presentation to Council:
 - Response to 2025/NOM05 – Managing Olivers Hill Landslip, delayed to the November 2025 Council Meeting.
 - iv. Notes since the Council Meeting, held on 23 June 2025, 34 resolution actions have been completed;

Councillor Briefings Record

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

External and Internal Committee Meetings Quarterly Update

3. Receives the highlights of activities of external and internal committee meetings held during the quarter April to June 2025;

Policy and Protocol Framework

4. Notes the Policy and Protocol Framework (Framework) was previously adopted by Council in March 2020;
5. Notes the Policy and Protocol Framework was reviewed, with key improvements:
 - A set of principles to be applied to all policies and protocols;
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Compliance and Enforcement Policy and Protocols

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Chairperson's initials.....

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Chairperson's initials.....

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 - What kind of disaster scenarios qualify for the utilisation of said monies.

The Proposed amendment became the substantive motion.

The Council resolution has been provided below.

Chairperson's initials.....

Council Decision**Moved: Councillor Green****Seconded: Councillor Conroy**

That Council:

Council Resolution Status Update

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Chairperson's initials.....

review;

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Chairperson's initials.....

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34. Resolves the report is to consider, with a view to implement as from Annual Budget 2026/2027:
 - How much to put in this fund;
 - The requirement of Council to replenish this fund every budgetary cycle where monies are expended;
 - Control measures to ensure that the monies are properly held in abeyance for emergency response purposes; and
 - What kind of disaster scenarios qualify for the utilisation of said monies.

Carried Unanimously

Chairperson's initials.....

12.2 Chief Executive Officer's Quarterly Report - April to June 2025*(CA Chief Executive Office)***Recommendation (Director Chief Executive Office)**

That Council:

1. Notes the Chief Executive Officer's quarterly report;
2. Notes any updates on previous recommendations' actions relating to the Chief Executive Officer's quarterly report provided within the report;
3. Notes the *Chief Executive Officer's Quarterly Report for the period April to June 2025 ~ public version (attachment A)*, which will be made available after this meeting through Council's website;
4. Notes reduction of decisions being made in Closed Council in this reporting quarter (4 – 2024/25) with a result of 0%;
5. Notes its prior resolution at the 1 May 2023 Council Meeting, requiring that a future quarterly Chief Executive Officer report be provided on an indefinite basis, which for all intents and purposes has been a great success for its breadth and commentary of the substantial progress being made by Council, along with the integrity and wider transparency it provides of the Council and its operations;
6. Resolves *Confidential Chief Executive Officer's report for April to June 2025 (attachment B)*, be retained as confidential indefinitely, on the grounds that it contains information that is confidential pursuant to the Local Government Act 2020, section 3(1) (a), (d), (e), (f), (g), (h) (i) and (j) and would, if released, reduce Council's ability to properly perform its functions; and
7. Resolves *Frankston City Council – Councillor Conduct Matters Table as at June 2025 (attachment C)*, be retained confidential until the date of this Council meeting on the grounds that it contains information that is confidential pursuant to the *Local Government Act 2020, section (j)* and would be released with the minutes of this meeting and placed on Council's Transparency Hub to meet the requirements of the resolution passed on 2 October 2023 from part 4.b)ix. of the *2023/NOM6 - Accountability Transparency Reform (ATR) III*.

Under 26.4 of the Governance Rules, the Mayor, Councillor Kris Bolam, vacated the Chair to move the motion on Item 12.2 Chief Executive Officer's Quarterly Report - April to June 2025.

The Deputy Mayor, Councillor Steffie Conroy, assumed the Chair at 8.15pm

Motion**Moved: Councillor Bolam****Seconded: Councillor Green**

That Council:

Notes the Chief Executive Officer's quarterly report;

1. Notes any updates on previous recommendations' actions relating to the Chief Executive Officer's quarterly report provided within the report;
2. Notes the *Chief Executive Officer's Quarterly Report for the period April to June 2025 ~ public version (attachment A)*, which will be made available after this meeting through Council's website;
3. Notes reduction of decisions being made in Closed Council in this reporting quarter (4 – 2024/25) with a result of 0%;
4. Notes its prior resolution at the 1 May 2023 Council Meeting, requiring that a Chairperson's initials.....

future quarterly Chief Executive Officer report be provided on an indefinite basis, which for all intents and purposes has been a great success for its breadth and commentary of the substantial progress being made by Council, along with the integrity and wider transparency it provides of the Council and its operations;

5. Resolves *Confidential Chief Executive Officer's report for April to June 2025 (attachment B)*, be retained as confidential indefinitely, on the grounds that it contains information that is confidential pursuant to the Local Government Act 2020, section 3(1) (a), (d), (e), (f), (g), (h) (i) and (j) and would, if released, reduce Council's ability to properly perform its functions;
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Mandated Council Reports

7. Notes and re-affirms the importance of the following reports, which are already tabled regularly, will continue to be reported to Council.
 - CEO Report;
 - 'Hot Topics' Report; and
 - Economic Scorecard Report

Chief Executive Officer Key Performance Indicators

8. Notes the CEO Remuneration and Employment Committee are responsible for the remuneration and employment of the CEO extending to the management/development of KPIs, which has an independent Chair;
9. Notes the CEO Remuneration and Employment Committee will consider the public release of the key KPI's set for the permanent CEO (without the commentary, progress or results) through the recruitment process of the permanent CEO;

Lobbyist and Developer Registers Advocacy

10. a) Writes to the Minister and Shadow Minister for Local Government (Victorian) seeking the state-wide implementation of Councillor Interactions with Developers Registers and notes the model at Frankston City Council comprising an internal register and a privacy compliant summary public register which is released regularly on its Transparency Hub;
- b) Writes to the Minister and Shadow Minister for Local Government (Victorian) seeking the state-wide implementation of Councillor Interactions with Lobbyists Registers, and the need to better define a 'lobbyist' and the various forms that lobbyist activities take;

Threshold for Closed Council / In-Camera Ordinary and Extraordinary Meetings

11. a) Notes there was a further reduction in the percentage of the reports presented in meetings closed to the public in 2024/25 represented by a result of 1.81%, with quarter four being a result of 0%;
- b) Notes this figure is continuing to decline with results in 2021/22 being 2.24% and results in 2022/23 being 2.12%;
- c) Continues to maintain minimal closed Council Meeting referrals;

Chairperson's initials.....

Formulaic Report Templates

12. a) Notes the header of Council reports displays the name of the Manager and their Directorate as a reference for contacting them via Council's phone number for enquiries;
- b) Receives a report which investigates the inclusion of Manager email addresses in Council Reports via the Governance matters report by September 2025;
13. Notes that Council reports should display which individual Councillors attended the Councillor Briefing for that item prior to it being present to Council;

More Accessible Asset Management Framework Data

14. a) Receives a 'State of Assets' report which illustrates council performance and improvement strategies and publishes it on Council's website to make asset data more accessible to the public;
- b) Releases quantitative data on various asset classes on Council's Transparency Hub following the implementation of the Asset Management Information System, which is expected to be completed by June 2026-2027;

Independent Legal Advice

15. a) Notes a Legal Advice Protocol was adopted in December 2020 which applies in circumstances where a Councillor wants legal advice to be obtained in connection with the performance of their duties and functions as a Councillor;
- b) Receives a report at the Council meeting in October 2025, following a report to the Audit and Risk Committee meeting in September 2025 outlining the process for the Mayor to obtain legal advice in the Legal Advice Protocol;

Neighbourhood and Council Disputes

16. Notes that information about civil disputes is available on Council's website and that contact links with references include:
 - Peninsula Legal Centre (free for eligible candidates)
 - The Dispute Settlement Centre of Victoria (for free mediation services)
 - VCAT (for civil remedies that relate to administrative law)
17. a) Notes that a centralised "Make a complaint" page is available on Council's website which provides the process to make a complaint to Council and explains the different types of complaints and provides contact information for external bodies and authorities;
- b) Updates the table on the "Make a Complaint" page to note the role of the Audit and Risk Committee and provides a link to the page which outlines their role and the Audit and Risk Committee Charter;
- c) Notes the role of Council and Councillors is outlined on Council's website under Council which will be referenced on the "Make a Complaint" page to further explain the role of Council and Councillors;

Discretionary Departmental Spending

18. Notes Council officers continue to provide a table highlighting (any) discretionary departmental spending and any imposed departmental spending variations in future quarterly financial performance reports, including the Annual Report;

Instruments of Delegation Report

19. a) Notes it is the authority for endorsing the below Instruments of Delegation:

Chairperson's initials.....

- i. S5 Instrument of Delegation from Council to the Chief Executive Officer
 - ii. S6 Instrument of Delegation from Council to Staff
 - iii. S18 Instrument of Sub-Delegation under the Environment Protection Act 2017;
- b) Notes these Instruments of Delegation are provided for its endorsement each time an update is required, in accordance with legislative changes provided by Council's lawyers, and is the standard practice for all Victorian councils;

Council Decision

Moved: Councillor Bolam

Seconded: Councillor Green

That Council:

1. Notes the Chief Executive Officer's quarterly report;
2. Notes any updates on previous recommendations' actions relating to the Chief Executive Officer's quarterly report provided within the report;
3. Notes the *Chief Executive Officer's Quarterly Report for the period April to June 2025 ~ public version (attachment A)*, which will be made available after this meeting through Council's website;
4. Notes reduction of decisions being made in Closed Council in this reporting quarter (4 – 2024/25) with a result of 0%;
5. Notes its prior resolution at the 1 May 2023 Council Meeting, requiring that a future quarterly Chief Executive Officer report be provided on an indefinite basis, which for all intents and purposes has been a great success for its breadth and commentary of the substantial progress being made by Council, along with the integrity and wider transparency it provides of the Council and its operations;
6. Resolves *Confidential Chief Executive Officer's report for April to June 2025 (attachment B)*, be retained as confidential indefinitely, on the grounds that it contains information that is confidential pursuant to the Local Government Act 2020, section 3(1) (a), (d), (e), (f), (g), (h) (i) and (j) and would, if released, reduce Council's ability to properly perform its functions;
7. Resolves *Frankston City Council – Councillor Conduct Matters Table as at June 2025 (attachment C)*, be retained confidential until the date of this Council meeting on the grounds that it contains information that is confidential pursuant to the *Local Government Act 2020, section (j)* and would be released with the minutes of this meeting and placed on Council's Transparency Hub to meet the requirements of the resolution passed on 2 October 2023 from part 4.b)ix. of the 2023/NOM6 - Accountability Transparency Reform (ATR) III;

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9. Notes the CEO Remuneration and Employment Committee are responsible for the remuneration and employment of the CEO extending to the

Chairperson's initials.....

management/development of KPIs, which has an independent Chair;

10. Notes the CEO Remuneration and Employment Committee will consider the public release of the key KPI's set for the permanent CEO (without the commentary, progress or results) through the recruitment process of the permanent CEO;

Lobbyist and Developer Registers Advocacy

11. a) Writes to the Minister and Shadow Minister for Local Government (Victorian) seeking the state-wide implementation of Councillor Interactions with Developers Registers and notes the model at Frankston City Council comprising an internal register and a privacy compliant summary public register which is released regularly on its Transparency Hub;
- b) Writes to the Minister and Shadow Minister for Local Government (Victorian) seeking the state-wide implementation of Councillor Interactions with Lobbyists Registers, and the need to better define a 'lobbyist' and the various forms that lobbyist activities take;

Threshold for Closed Council / In-Camera Ordinary and Extraordinary Meetings

12. a) Notes there was a further reduction in the percentage of the reports presented in meetings closed to the public in 2024/25 represented by a result of 1.81%, with quarter four being a result of 0%;
- b) Notes this figure is continuing to decline with results in 2021/22 being 2.24% and results in 2022/23 being 2.12%;
- c) Continues to maintain minimal closed Council Meeting referrals

Formulaic Report Templates

13. a) Notes the header of Council reports displays the name of the Manager and their Directorate as a reference for contacting them via Council's phone number for enquiries;
- b) Receives a report which investigates the inclusion of Manager email addresses in Council Reports via the Governance matters report by September 2025;
14. Notes that Council reports should display which individual Councillors attended the Councillor Briefing for that item prior to it being present to Council;

More Accessible Asset Management Framework Data

15. a) Receives a 'State of Assets' report which illustrates council performance and improvement strategies and publishes it on Council's website to make asset data more accessible to the public;
- b) Releases quantitative data on various asset classes on Council's Transparency Hub following the implementation of the Asset Management Information System, which is expected to be completed by June 2026-2027;

Independent Legal Advice

16. a) Notes a Legal Advice Protocol was adopted in December 2020 which applies in circumstances where a Councillor wants legal advice to be obtained in connection with the performance of their duties and functions as a Councillor;
- b) Receives a report at the Council meeting in October 2025, following a report to the Audit and Risk Committee meeting in September 2025 outlining the process for the Mayor to obtain legal advice in the Legal Advice Protocol;

Neighbourhood and Council Disputes

17. Notes that information about civil disputes is available on Council's website and that contact links with references include:

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- Peninsula Legal Centre (free for eligible candidates)
 - The Dispute Settlement Centre of Victoria (for free mediation services)
 - VCAT (for civil remedies that relate to administrative law)
18. a) Notes that a centralised “Make a complaint” page is available on Council’s website which provides the process to make a complaint to Council and explains the different types of complaints and provides contact information for external bodies and authorities;
- b) Updates the table on the “Make a Complaint” page to note the role of the Audit and Risk Committee and provides a link to the page which outlines their role and the Audit and Risk Committee Charter;
- c) Notes the role of Council and Councillors is outlined on Council’s website under Council which will be referenced on the “Make a Complaint” page to further explain the role of Council and Councillors;

Discretionary Departmental Spending

19. Notes Council officers continue to provide a table highlighting (any) discretionary departmental spending and any imposed departmental spending variations in future quarterly financial performance reports, including the Annual Report;

Instruments of Delegation Report

20. a) Notes it is the authority for endorsing the below Instruments of Delegation:
- i. S5 Instrument of Delegation from Council to the Chief Executive Officer
 - ii. S6 Instrument of Delegation from Council to Staff
 - iii. S18 Instrument of Sub-Delegation under the Environment Protection Act 2017;
- b) Notes these Instruments of Delegation are provided for its endorsement each time an update is required, in accordance with legislative changes provided by Council’s lawyers, and is the standard practice for all Victorian councils;


Carried Unanimously

The Mayor, Cr Bolam, resumed the Chair at 8.21pm.

As per paragraph 6 of the Council decision, the *Frankston City Council – Councillor Conduct Matters Table as at June 2025 (attachment C)* has been provided below.

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Attachment C: Frankston City Council – Councillor Conduct Matters Table as at June 2025

 <h1>Councillor Conduct Matters</h1>									
Type	Status	Date Application resolved by Council	Applicant	Respondent	Decision tabled in Council Meeting	Decision	Notes	Cost to Council* *Excludes Officer time	Link to published Determination
Internal Arbitration	Complete	1-Mar-21	Council by resolution	Cr Steven Hughes	30-Aug-21	Four findings of misconduct One month suspension	In the published determination the Arbiter cited that Cr Hughes was found to have engaged in four instances of misconduct by breaching the Councillor Code of Conduct. The Arbiter gave a period of one month's suspension (maximum allowed).	\$7,724	https://www.localgovernment.vic.gov.au/_data/assets/pdf_file/0023/175802/Minutes-of-Frankston-Council-meeting-held-on-Monday-30-August-2021.pdf
Councillor Conduct Panel	Complete	Application by Councillor on 1 Dec 2021	Cr Steven Hughes	Cr Kris Bolam	15-Aug-22	Application dismissed	In the published determination the Panel dismissed the Application. The allegations made by Cr Hughes against Cr Bolam were dismissed. Council resolved an urgent business item on 15 August 2022 to reimburse Cr Bolam \$4300 for legal expenses he incurred as the Respondent.	\$28,340	https://www.localgovernment.vic.gov.au/_data/assets/pdf_file/0029/188156/Hughes-Bolam-CCP-2021-7-Councillor-Conduct-Panel-Determination-and-Statement-of-Reasons-for-Decision-29-July-2022.pdf
Mediation	Complete	Not available	Group of Councillors	Cr Steven Hughes	4-Oct-22	Mediation was unresolved.	When Council resolved to make an Application for Internal Arbitration on 6 June 2022, Cr Hughes agreed to participate in mediation. The mediation was unresolved and Council proceeded with the Application for Internal Arbitration.	\$15,027	Not applicable
Internal Arbitration	Complete	6-Jun-22	Council by resolution	Cr Steven Hughes	30-Jan-23	Four findings of misconduct One month suspension Written apology to Council staff	In the published determination the Arbiter found that Cr Hughes failed to comply with the prescribed standards of conduct in the Councillor Code of Conduct. The Arbiter's findings outlined these were breached in respect of four allegations. There was no finding of misconduct in response to the remaining (4) allegations and these were dismissed. The Arbiter gave a period of one month's suspension (maximum allowed) and ordered a written apology to staff.	\$11,127	https://www.localgovernment.vic.gov.au/_data/assets/pdf_file/0024/193137/Frankston-City-Council-and-Hughes-IAP-2022-21.pdf
Councillor Conduct Panel	Complete	3-Oct-22	Council by resolution	Cr Steven Hughes	6-Sep-23	Serious misconduct finding Reprimanded Three month suspension	In the published determination the Councillor Conduct Panel found Cr Hughes engaged in serious misconduct and was ordered to be reprimanded (a professional censure, signalling that the conduct is condemned) and suspended from the office of Councillor for a period of three calendar months commencing after the meeting of Council at which the decision was tabled. The decision was subsequently tabled and an extra meeting of Council was held on 6 September 2023. Cr Hughes is due to return to the office of Councillor on 5 December 2023.	\$28,340	https://www.localgovernment.vic.gov.au/_data/assets/pdf_file/0023/201695/Frankston-City-Council-and-Hughes-CCP-2022-14-Councillor-Conduct-Panel-Determination-and-Statement-of-Reasons-for-Decision-31-August-2023.pdf
Councillor Conduct Panel	On hold	20-Feb-23	Council by resolution	Cr Steven Hughes	Not applicable	Not applicable	Cr Steven Hughes resigned from the office of Councillor on 11 December 2023. As a result the Panel Hearing was not held. Steven Hughes was not a successful candidate in the 2024 Council elections, thus the Panel hearing cannot be pursued further.	\$39,469	Not available
Cost year to date								\$130,029	

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12.3 Community Satisfaction Survey 2025*(CR Corporate and Commercial Services)***Council Decision****Moved: Councillor Butler****Seconded: Councillor Hill**

That Council:

1. Notes the Local Government Community Satisfaction Survey results for 2025 with Frankston City achieving a good overall **satisfaction rate of 7.0** (7.1 in 2024). This result is slightly below the metro average of 7.1 and 2 points below the South Eastern region councils average of 7.2;
2. Notes Frankston City Council has maintained its historically high overall satisfaction for the past four years and is well above the long-term average since 2011 of 6.4 and is a significant improvement from 5.5 recorded in 2018;
3. Notes Frankston City Council saw the biggest improvements in community satisfaction in areas of youth services (up 11% to 8.3), community centres/neighbourhood houses up 7% to 8.4 and public toilets up 5% to 6.8;
4. Notes that when the Community was asked what was the most important thing that Council could do to improve its performance, the four most common responses were improvements to communication, consultation, and engagement with the community (9%), improvements to community safety and policing (7% up from 4%), more / better road maintenance and repairs (3%) and more / better infrastructure and amenities (3%).
5. Notes Frankston City Council are committed to further analysis of the results to implement any actions necessary to address community feedback; and
6. Releases the results to the community, via various social media channels, on the Council's website, in e-news, in the next available issue of the Frankston City News (FCN) and through media releases.

Carried Unanimously**Note:** Refer to page 4 of the minutes where this item was Block Resolved.

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12.4 Frankston 60th Birthday/Anniversary Event*(TR Customer Innovation and Arts)***Council Decision****Moved: Councillor Butler****Seconded: Councillor Hill**

That Council:

1. Supports the proposed plans to celebrate Frankston's 60th anniversary of its declaration as a City, recognising the significance of this milestone in the city's history;
2. Notes that the celebrations will take place over the weekend of the 22nd and 23rd August 2026;
3. Notes the continued development and refinement of these plans in collaboration with key stakeholders; and
4. Notes a dedicated working group shall be established by November 2025 to provide support, and guidance throughout the planning and delivery of the celebrations.

Carried Unanimously

NOTE: REFER TO PAGE 4 OF THE MINUTES WHERE THIS ITEM WAS BLOCK RESOLVED.

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13. RESPONSE TO NOTICES OF MOTION

Nil.

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14. NOTICES OF MOTION**14.1 2025/NOM12 - Kananook Creek Corridor***(SA Infrastructure and Operations)***Recommendation**

That Council:

1. Notes the importance of the Kananook Creek to the Frankston Community and wider environmental eco-system;
2. Reviews the 2015 Kananook Creek Corridor plan, and any other relevant creek plans and reports, assessing each report for current relevance and utility;
3. Liaises with all relevant stakeholders (DECCCA, Melbourne Water, etc...) in seeking practicable opportunities for stake holder collaboration and funding to improve the plan and outlook for the creek;
4. Notes the importance of the many volunteer / environmental groups that have an interest in the creek and includes any specific advocacy proprieties the group may have in their report;
5. Determines and presents key achievable (and costed where possible) advocacy priorities for the future of the creek for council to consider in future budget planning process; and
6. Receives a report at the February 2026 Council Meeting.

Leave of Council**Moved: Councillor Green****Seconded: Councillor Butler**

That Cr Green be granted leave of Council to amend 2025/NOM12 - Kananook Creek Corridor.

Carried Unanimously**Motion****Moved: Councillor Green****Seconded: Councillor Hill**

That Council:

Notes the importance of the Kananook Creek to the Frankston Community and wider environmental eco-system;

1. Reviews the 2015 Kananook Creek Corridor plan, documented Summary of findings from the Kananook Creek Governance Group Planning Session 05 April 2022 and Ongoing Recommendations and any other relevant creek plans and reports including Council meeting reports, assessing each report for current relevance and utility;
2. Liaises with all relevant owning external stakeholders (MP's, DEECA, Melbourne Water) in seeking practicable opportunities for stakeholder collaboration and funding to improve the plan and outlook for the creek;
3. Notes the importance of the many volunteer / environmental groups that have an interest in the creek and considers for inclusion any specific advocacy proprieties the group may have in their report;
4. Notes that community members and volunteer/environmental groups continue to advocate independently of council; and that council advocacy is intended to augment and not replace this independent advocacy;

Chairperson's initials.....

5. Determines and presents any key achievable and practical (and costed where possible) advocacy priorities for the future of the creek for council to consider in future budget planning process; and
6. Receives a report at the February 2026 Council Meeting, limited to the matters listed below:
 - a. Relevant documents for future consideration (as per item 2);
 - b. Consultation findings with relevant stakeholders (as per item 3);
 - c. Key achievable advocacy priorities (as per items 4, 5 and 6);
 - d. Clarifying the Ownership and Management role and responsibilities for the Kananook creek.

Council Decision

Moved: Councillor Green

Seconded: Councillor Hill

That Council:

1. Notes the importance of the Kananook Creek to the Frankston Community and wider environmental eco-system;
2. Reviews the 2015 Kananook Creek Corridor plan, documented Summary of findings from the Kananook Creek Governance Group Planning Session 05 April 2022 and Ongoing Recommendations and any other relevant creek plans and reports including Council meeting reports, assessing each report for current relevance and utility;
3. Liaises with all relevant owning external stakeholders (MP's, DEECA, Melbourne Water) in seeking practicable opportunities for stakeholder collaboration and funding to improve the plan and outlook for the creek;
4. Notes the importance of the many volunteer / environmental groups that have an interest in the creek and considers for inclusion any specific advocacy proprieties the group may have in their report;
5. Notes that community members and volunteer/environmental groups continue to advocate independently of council; and that council advocacy is intended to augment and not replace this independent advocacy;
6. Determines and presents any key achievable and practical (and costed where possible) advocacy priorities for the future of the creek for council to consider in future budget planning process; and
7. Receives a report at the February 2026 Council Meeting, limited to the matters listed below:
 - a. Relevant documents for future consideration (as per item 2);
 - b. Consultation findings with relevant stakeholders (as per item 3);
 - c. Key achievable advocacy priorities (as per items 4, 5 and 6);
 - d. Clarifying the Ownership and Management role and responsibilities for the Kananook creek.

Carried Unanimously

Chairperson's initials.....

14.3 2025/NOM14 - Yamala Park Bowling Club – Greens Upgrade, Irrigation and Lighting Project*(JF Communities)***Council Decision****Moved: Councillor Butler****Seconded: Councillor Green**

That Council:

1. Notes the proposal submitted by Yamala Park Bowling Club for the urgent upgrade of their bowling green surface, replacement of the irrigation system, and installation of new lighting over the green.
2. Acknowledges the club's significant community role, their shared-use arrangement within the Yamala Park Reserve, and their contribution to active ageing, community wellbeing, and social connection in Frankston South.
3. Refers the Yamala Park Bowling Club's greens upgrade project, including indicative costs of approximately \$185,000, to the 2026–27 Capital Works Budget for consideration as part of the budget development process.
4. Requests officers to work with Yamala Park Bowling Club to finalise project scope and costings as necessary to support the 2026-27 budget discussions, and explore co-contribution opportunities including potential grant funding, and ensure alignment with Council's community infrastructure priorities and asset management frameworks.

Carried Unanimously

Chairperson's initials.....

15. LATE REPORTS

Nil.

16. URGENT BUSINESS

Nil.

17. CONFIDENTIAL ITEMS**Council Decision****Moved: Councillor Hill****Seconded: Councillor Butler**

That the Council Meeting be closed to the public to discuss the following Agenda items and all documents associated with the consideration and discussion of it, that are designated confidential information by me, pursuant to Section 3(1) of the *Local Government Act 2020* (the Act) on the following grounds:

C.1 Olivers Hill Unauthorised Seawall – Enforcement Action

Agenda Item C.1 Olivers Hill Unauthorised Seawall – Enforcement Action is designated confidential as it relates to law enforcement information (s3 1d)

Carried Unanimously

QUESTION TIME**Questions received with Notice**

The following questions were received with Notice and responded to by Council officers during the Council Meeting (CM09/2025) held 23 June 2025. The questions and responses have been provided below.

Ian Robins**Question 1**

Is the daily footpath and street sweeping, graffiti removal and litter collection in Young St (Refer Item 12.2 Council Meeting 2 June) funded from General Rate Income, the Waste Management Charge or a combination of both?

Response

The footpath and street sweeping, graffiti removal and litter collection in Young St is funded from the Waste Charge.

Question 2

If this standard of service is to be continued in 2025/26, how will it be funded?

Response

The service is planned to be continued in 2025-26 and the proposed Annual Budget includes the funding of this service through the Waste Charge.

Question 3

Is Council maintaining the same list of services and works for determining waste service charges in the 2025/26 budget as shown on the Transparency Hub for 2024/25?

Response

On 13 June, the Minister advised Local Government Finance Professionals that he will be re-writing the guidelines based on the feedback received and will consult with the Local Government Sector. As a result, Council will be maintaining the same list of services and works for determining its waste charge in 2025-26 as shown on the Transparency Hub for 2024-25.

John McKenzie on behalf of the Seaford Housing Action Coalition (SHAC)**Question 1**

Has Council been notified of the State Governments new thinking about ownership and use of the 7ha vacant State Government land at 42N Ballarto Rd Frankston North?

Response

Council has received no further information on this matter, other than what is publicly available on the State Government website. It is worthwhile highlighting that the State Government initiated this process and Council's role is limited to that of a submitter only.

Question 2

Is Council considering the new opportunities that may now be open for the use of the land? and can SHAC contribute to those considerations?

Response

No, Council is not aware of any new opportunities for this site, nor has Council being involved in any discussion. Council and SHAC have equally standing in this matter, being both 'submitter' parties.

Question 2

Can SHAC continue using that Council opinion expressed in the vote from 22 April last year to say Council supports the idea that the land be assessed for a Housing and Crisis Housing Facility?

Response

Yes, Council's position adopted at its 22 April 2024 Council Meeting, and submitted to the State Government on 7 May 2024, remains the same.

The meeting was closed to the public at 8.49pm.

CONFIRMED THIS

DAY OF

2025

.....
CHAIRPERSON

AUTHORITY TO STAMP INITIALS ON MINUTES

I, Cr. Kris Bolam, Chairperson – Council Meeting hereby authorise the use of an electronic stamp of my initials to initial each page of these Minutes of the Council Meeting held on Monday 21 July 2025, confirmed on Monday 11 August 2025.

.....
(Cr. Kris Bolam, Chairperson – Council Meeting)

Dated this

day of

2025

Chairperson's initials.....