



COUNCIL MEETING AGENDA

2022/CM15

Monday 24 October 2022



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)

25. Chair's Duty

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

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

79. Chair May Remove

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

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

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

Live Streaming of Council Meetings

Frankston City Council is now Live Streaming its Council Meetings.

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.

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

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

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

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

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

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 four (4) clear days before the meeting. It is available from the Reception desk at the Civic Centre (upper level), on our website www.frankston.vic.gov.au or a copy is also available for you in the chamber before the meeting.

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

- **Items Brought Forward**

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

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

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

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

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

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

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

- **Presentation of Petitions and Joint Letters**

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

- **Presentation of Reports**

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

- **Presentation of Delegate Reports**

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

- **Urgent Business**

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

- **Closed Meetings**

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

Opportunity to address Council

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

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

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

Disclosure of Conflict of Interest

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

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

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

MAYOR



NOTICE PAPER

ALL COUNCILLORS

NOTICE is hereby given that a Council Meeting of the Council will be held at the Civic Centre, Davey Street, Frankston, on 24 October 2022 at 7.00pm.

COUNCILLOR STATEMENT

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

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

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

OPENING WITH PRAYER

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

ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

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. PRESENTATION TO COMMUNITY GROUPS**

- 1.1 Councillor Appreciation Award for Down's Estate Community Project

2. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

Council Meeting No. CM14 held on 3 October 2022.

3. APOLOGIES**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**

Nil

10. DELEGATES' REPORTS**11. CONSIDERATION OF CITY PLANNING REPORTS**

- 11.1 Statutory Planning Progress Report - August 2022 3
- 11.2 Draft Frankston Metropolitan Activity Centre Structure Plan 44

12. CONSIDERATION OF REPORTS OF OFFICERS

- 12.1 Council Resolution Status Update for 24 October 2022 51
- 12.2 Chief Executive Officer's Quarterly report - July - September 2022 period..... 57
- 12.3 Outcomes of the Audit & Risk Committee Meeting - 20 September 2022 98
- 12.4 Frankston Arts Advisory Committee - Report 100
- 12.5 Positive Ageing Action Plan Progress Report 2021-2022..... 113
- 12.6 S6 Instrument of Delegation Council to Members of Staff 123
- 12.7 S18 Instrument of Sub-Delegation under Environment Protection Act 2017 126
- 12.8 Accountability and Transparency Reform (ATR) supplementary items..... 151
- 12.9 Amendment of Councillor Code of Conduct..... 157
- 12.10 Destination Event Attraction Program - Round 2 Recommendations..... 191
- 12.11 Belvedere Precinct Local Area Traffic Management Study..... 197

12.12 E-bikes trial progress report.....	295
12.13 Response to Petition – Renewal of Little Olly’s Permit	300
13. RESPONSE TO NOTICES OF MOTION	
13.1 Response to 2022/NOM9 - Nature Strip Guidelines	303
13.2 Further response to 2022/NOM2 Kananook Station Precinct: Advocacy Update	321
14. NOTICES OF MOTION	
14.1 2022/NOM11 - Exploration of the establishment of a South Eastern Councils Biodiversity Network	325
15. REPORTS NOT YET SUBMITTED	
• Frankston City Council Annual Report 2021-2022	
16. URGENT BUSINESS	
17. CONFIDENTIAL ITEMS	
C.1 Kindergarten Reform Update and Langwarrin Child & Family Centre.....	328

Phil Cantillon

CHIEF EXECUTIVE OFFICER

20/10/2022

Executive Summary**11.1 Statutory Planning Progress Report - August 2022**

Enquiries: (Sam Clements: Communities)

Council Plan

- | | |
|----------|---|
| Level 1: | 4. Well Planned and Liveable City |
| Level 2: | 4.1 Integrate land use planning and revitalise and protect the identity and character of the City |

Purpose

To provide Council with an update on the exercise of planning delegations by Council officers for the month of August 2022.

Recommendation (Director Communities)

That Council:

1. Receives the Statutory Planning Progress Reports for the month of August 2022; and
2. Resolves that the Applications of Councillor Interest (Attachment B) remain confidential indefinitely on the grounds that it contains land use planning information and private commercial information (*Local Government Act 2020, s.3(1)(c) and (g)*). These grounds apply because it contains private development information and would, if prematurely released, impact the reputation of Councillors and Council.

Key Points / IssuesStatutory Planning Progress Report

- This report is provided in accordance with Council's resolution of 29 January 2018 requiring that:
Council receives Town Planning Progress Reports no later than two months after the cessation of a given months.
- The report provides Council with an update on the exercise of planning delegations by Council officers on the following items:
 - Planning applications received;
 - Planning decisions;
 - Subdivision applications received;
 - Subdivision decisions;
 - VCAT appeal register; and
 - VCAT decisions.
- In August 2022, ninety six (96) applications for planning permits, amendments to permits and consents were received, and one hundred and twenty two (122) applications determined. A total of 57% of permit decisions were made within the statutory timeframe. The percentage determined within timeframe was below the target of 70%.
- Additional resource support through consultants and contractors has been secured to help stabilise and then to progressively assist in reducing the outstanding load of applications. Some progress is being made in reducing the

11.1 Statutory Planning Progress Report - August 2022**Executive Summary**

outstanding application volumes, with the month of August showing a large volume of decisions made (122).

- Recruitment and retention of staff in a tight labour market that is continuing to evolve remains challenging. Whilst a further senior level position (Principal Planner) in the team has been successfully filled, and another pending, there remain further vacant roles to fill and recruitment for these continues with measures being implemented to fill the resource gap and improve the competitiveness of Council's employment offer. These measures include having budget allocated to take on more Student Planners and providing greater progression opportunities for planners within the team.
- We continue to anticipate that once vacant roles are filled, the balance of outstanding applications will reduce, and that this will lead to subsequent improvement in decision making timeframes.
- As at the time of preparation of this report, there are 329 undecided planning permits, amendment to planning permits, and plan approval applications currently with Council.
- During the period, 22 decisions related to multi-dwelling applications. Thirteen of these applications complied with the Multi-Dwelling Visitor Car Parking Guidelines.
- No VCAT decisions were reported during the period.
- Also included in this progress report is the list of 'applications of interest' at Attachment B for Council's reference. As agreed with Council, the purpose of providing this report is to enable Councillors to understand progress on current or future applications of interest and potential timings for decision making.

Financial Impact

As identified above, additional costs are being incurred to engage additional contractors and consultants to support application processing and preparation of decision reports. These costs are offset by cost savings related to vacant staff positions.

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

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

11.1 Statutory Planning Progress Report - August 2022**Executive Summary****Consultation**

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

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

Analysis (Environmental / Economic / Social Implications)

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

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

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

Legal

No legal implications.

Policy Impacts

No policy impacts.

Officer's Declaration of Interests

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

Risk Mitigation

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

Conclusion

This report provides Council with an overview of the activities and decisions made on planning applications in the month of August 2022.

ATTACHMENTS

Attachment A: [↓](#) Statutory Planning Progress Report - August 2022

Attachment B: Applications of Councillor Interest - August 2022 -
CONFIDENTIAL

Progress Report – Planning Applications Received For The Application Date: From 1/08/2022 To 31/08/2022				
<u>Application No</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Date</u>
8/2022/P	North-East	22A Athol Court, Langwarrin 3910	Satisfaction Matters	1/08/2022
527/2022/P	North-East	16 Grassmere Road, Langwarrin 3910	To construct a Dependent Person Unit (DPU) in a Bush Fire Management Overlay (BMO)	1/08/2022
552/2022/P	North-East	1165 Frankston-Dandenong Road, Carrum Downs 3201	To construct buildings and works in association with a Section 2 Use (Caravan Park) in a General Residential Zone (GRZ)	4/08/2022
134/2022/P/VS	North-East	4 Barnett Avenue, Carrum Downs 3201	To subdivide the land into two (2) lots in a General Residential Zone (GRZ)	4/08/2022
136/2022/P/VS	North-East	82 Centre Road, Langwarrin 3910	To construct an outbuilding in a Design and Development Overlay Schedule 4 (DDO4)	8/08/2022
135/2022/P/VS	North-East	20/38 Buontempo Road, Carrum Downs 3201	To construct buildings and works in an Industrial 1 Zone (IN1Z)	8/08/2022
556/2022/P	North-East	860 Thompsons Road, Skye 3977	Buildings and works for an indoor swimming pool and studio loft associated with a Section 2 use and earthworks in a Green Wedge Zone (GRZ)	12/08/2022
574/2022/P	North-East	564B Frankston-Dandenong Road, Carrum Downs 3201	To use the land for a Medical Centre in an Industrial 1 Zone (IN1Z)	22/08/2022
588/2022/P	North-East	3 Manuka Mews, Langwarrin 3910	To construct a single dwelling in a Bushfire Management Overlay (BMO)	23/08/2022
582/2022/P	North-East	Com Prop 2 Brett Drive, Carrum Downs 3201	To create access to a road in a Transport Zone 2	23/08/2022
579/2022/P	North-East	13 Buontempo Road, Carrum Downs 3201	To use the land for a minor sports and recreation facility (basketball training facility) in an Industrial 1 Zone (IN1Z)	23/08/2022
609/2022/P	North-East	Research Farm 42N Ballarto Road, Frankston North 3200	The use and development of a emergency services facility and associated works, 11 parking spaces, the removal of vegetation, the creation of a crossover to a T22.	30/08/2022
616/2022/P	North-East	14 Jarman Drive, Langwarrin 3910	To construct one (1) single storey dwelling to the rear of the existing dwelling (two (2) dwellings) in a General Residential Zone (GRZ)	30/08/2022

Progress Report – Planning Applications Received For The Application Date: From 1/08/2022 To 31/08/2022				
<u>Application No</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Date</u>
607/2022/P	North-East	34 Brett Drive, Carrum Downs 3201	To subdivide the land into forty three (43) lots in a Industrial 1 Zone (I1Z) in stages	30/08/2022
617/2022/P	North-East	41 Maria Drive, Langwarrin 3910	To construct two (2) double storey dwellings in a General Residential Zone (GRZ)	31/08/2022
North-East Ward - 15				
530/2022/P	North-West	347-349 Nepean Highway, Frankston 3199	Construction of a ten (10) storey building containing 69 apartments and food and drink premises in a Mixed Use Zone (MUZ) and Design and Development Overlay Schedule 5 (DDO5), reduction to the number of car spaces required under Clause 52.06-5 of the Frankston Planning Scheme and creation/alteration to access to a road in a Transport Zone 2	2/08/2022
533/2022/P	North-West	11 Rowan Court, Frankston North 3200	To construct a Dependent Person Unit (DPU) in a Bushfire Management Overlay (BMO)	2/08/2022
529/2022/P	North-West	78-83 Nepean Highway, Seaford 3198	To construct forty-three (43) double storey dwellings in a General Residential Zone (GRZ), Design and Development Overlay Schedule 6 (DDO6) and Land Subject to Inundation Overlay (LSIO), to remove native vegetation under Clause 52.17 Native Vegetation and to create and alter access to a road in a Transport 2 Zone.	2/08/2022
543/2022/P	North-West	3 East Road, Seaford 3198	To construct three (3) double storey dwellings and to subdivide the land into three (3) lots in a General Residential Zone (GRZ)	8/08/2022
538/2022/P	North-West	24 Scott Street, Seaford 3198	To construct two (2) double storey dwellings in a General Residential Zone (GRZ)	8/08/2022
545/2022/P	North-West	10 Wykeham Court, Frankston 3199	To subdivide the land into three (3) lots in a General Residential Zone (GRZ)	8/08/2022
558/2022/P	North-West	9 Fellowes Street, Seaford 3198	To construct one (1) single storey dwelling to the rear of the existing dwelling (two (2) dwellings on a lot) in a General Residential Zone (GRZ)	15/08/2022

Progress Report – Planning Applications Received For The Application Date: From 1/08/2022 To 31/08/2022				
<u>Application No</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Date</u>
561/2022/P	North-West	6 Austin Road, Seaford 3198	To construct a single dwelling in a Special Building Overlay (SBO)	16/08/2022
562/2022/P	North-West	10 Wave Street, Frankston 3199	To convert an existing habitable outbuilding to the rear of the existing dwelling into a second dwelling (two (2) dwellings on a lot) and to subdivide the land into two (2) lots in a General Residential Zone (GRZ)	16/08/2022
566/2022/P	North-West	3 Gladwyn Avenue, Frankston 3199	To subdivide the land into three (3) lots in a General Residential Zone (GRZ)	16/08/2022
572/2022/P	North-West	51 Orwil Street, Frankston 3199	To construct two (2) double storey dwellings in a General Residential Zone (GRZ)	18/08/2022
590/2022/P	North-West	54 Grimwade Crescent, Frankston 3199	To construct an extension to an existing dwelling in a Special Building Overlay (SBO)	22/08/2022
601/2022/P	North-West	34 Parer Street, Frankston 3199	To construct one (1) single storey dwelling to the rear of the existing dwelling (two (2) dwellings) and a two (2) lot subdivision in a General Residential Zone (GRZ).	26/08/2022
603/2022/P	North-West	11 Johnstone Street, Seaford 3198	To construct two (2) double storey dwellings in a General Residential Zone (GRZ)	26/08/2022
614/2022/P	North-West	6 Stephenson Road, Seaford 3198	To use the land for a restricted recreation facility in an Industrial 1 Zone (IN1Z)	31/08/2022
North-West Ward - 15				
130/2022/P/VS	South	53 Cliff Road, Frankston South 3199	The removal of one (1) substantial tree in a Significant Landscape Overlay Schedule (SLO6)	1/08/2022
548/2022/P	South	438-444 Nepean Highway, Frankston 3199	To construct a sixteen (16) storey building (188 apartments) in a Commercial 1 Zone (B1Z), creation/alteration to access to a road in a Transport Zone 2 and reduction in car parking requirements under Clause 52.06-5 (Car Parking).	1/08/2022
131/2022/P/VS	South	11 Black Wallaby Drive, Langwarrin 3910	The removal of one (1) tree in a Significant Landscape Overlay (SLO1)	2/08/2022

Progress Report – Planning Applications Received For The Application Date: From 1/08/2022 To 31/08/2022				
<u>Application No</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Date</u>
132/2022/P/VS	South	1/21 Olympic Avenue, Frankston 3199	To construct a front fence and a deck in a Special Building Overlay (SBO)	2/08/2022
537/2022/P	South	7 Sandalwood Retreat, Frankston South 3199	To develop the land for Community Care Accommodation	2/08/2022
546/2022/P	South	10-12 Olive Grove, Frankston 3199	To construct twelve (12) double storey dwellings in a Residential Growth Zone Schedule 1 (RGZ1), Design and Development Overlay Schedule 12 (DDO12) and Special Building Overlay (SBO)	8/08/2022
594/2022/P	South	135 Golf Links Road, Frankston South 3199	To erect and display floodlit promotion signage in a Rural Conservation Zone Schedule 3 (RCZ3)	8/08/2022
138/2022/P/VS	South	22 Marcus Road, Frankston South 3199	To construct a garage in a Design and Development Overlay Schedule 1 (DDO1). To carry out works (partially retrospective) within the tree protection zone of substantial trees in a Significant Landscape Overlay Schedule 3 (SLO3) and Environmental Significance Overlay Schedule 1 (ESO1).	11/08/2022
137/2022/P/VS	South	78 Derinya Drive, Frankston South 3199	To construct an outbuilding (shed) in a Design and Development Overlay Schedule 1 (DDO1)	11/08/2022
560/2022/P	South	8 Cliff Road, Frankston 3199	To construct one (1) double storey dwelling in a Design and Development Overlay (DDO6) and to construct buildings and works and remove vegetation in an Erosion Management Overlay Schedule 3 (EMO3)	15/08/2022
567/2022/P	South	80 Newton Avenue, Langwarrin South 3911	To construct a single dwelling in a Bushfire Management Overlay (BMO)	16/08/2022
573/2022/P	South	11 Catherine Parade, Frankston 3199	To construct two (2) double storey dwellings in a General Residential Zone (R1Z)	19/08/2022
568/2022/P	South	59 Brighton Street, Frankston South 3199	To remove eleven (11) substantial trees in a Significant Landscape Overlay Schedule 4 (SLO4)	20/08/2022
569/2022/P	South	48 Bayview Road, Frankston 3199	To construct two (2) double storey dwellings in a General Residential Zone (GRZ)	22/08/2022

Progress Report – Planning Applications Received For The Application Date: From 1/08/2022 To 31/08/2022				
<u>Application No</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Date</u>
575/2022/P	South	30 High Street, Frankston 3199	To subdivide the land into four (4) lots in a General Residential Zone (GRZ)	22/08/2022
142/2022/P/VS	South	667 Nepean Highway, Frankston South 3199	To subdivide the land into two (2) lots in a General Residential Zone (GRZ) and Design and Development Overlay Schedule 9 (DDO9)	22/08/2022
580/2022/P	South	2 Sandy Bay Retreat, Frankston South 3199	To construct a single dwelling in a Design and Development Overlay (DDO2) and Erosion Management Overlay Schedule 1 (EMO1)	23/08/2022
143/2022/P/VS	South	15A Gum Hill Drive, Langwarrin 3910	To remove one (1) tree in a Significant Landscape Overlay Schedule 1 (SLO1) and Environmental Significance Overlay Schedule 1 (ESO1).	24/08/2022
593/2022/P	South	27 Overport Road, Frankston South 3199	To subdivide the land into three (3) lots in a General Residential Zone (GRZ)	24/08/2022
596/2022/P	South	Barretts Road, Langwarrin South Clemac Close, Langwarrin South	To remove four (4) trees and native vegetation in a Significant Landscape Overlay Schedule 1 (SLO1)	25/08/2022
144/2022/P/VS	South	62 Rosedale Grove, Frankston South 3199	To remove one (1) tree in a Significant Landscape Overlay Schedule 3 (SLO3)	25/08/2022
145/2022/P/VS	South	84 Lawson Avenue, Frankston South 3199	To construct buildings and works within the Tree Protection Zone of a significant tree in a Significant Landscape Overlay (SLO4)	26/08/2022
602/2022/P	South	43 Highview Road, Frankston 3199	To subdivide the land into two (2) lots in a General Residential Zone (GRZ)	26/08/2022
615/2022/P	South	57 Derinya Drive, Frankston South 3199	Extensions to an existing dwelling in a Design and Development Overlay Schedule 1 (DDO1)	31/08/2022
613/2022/P	South	167 Gould Street, Frankston 3199	To construct a deck in a Land Subject to Inundation Overlay (LSIO) (partially retrospective)	31/08/2022
612/2022/P	South	2 Healsview Court, Langwarrin South 3911	To construct a single dwelling (exceeding 7.0m in height) in Design and Development Overlay (DDO4)	31/08/2022

Progress Report – Planning Applications Received				
For The Application Date: From 1/08/2022 To 31/08/2022				
<u>Application No</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Date</u>
South Ward - 26				
Total - 56				

Progress Report – Amendments to Planning Permits Received For The Application Date: From 1/08/2022 To 31/08/2022				
<u>Application No</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Date</u>
41/2022/P/A	North-East	7 Frankston Gardens Drive, Carrum Downs 3201	Secondary Consent - To use the land for trade supplies, to erect and display business identification signage and to undertake buildings and works in an Industrial 1 Zone (IN1Z).	2/08/2022
70/2018/P/C	North-East	13 Titan Drive, Carrum Downs 3201	Extension of Time - To construct an extension to an existing warehouse	9/08/2022
63/2021/P/O	North-East	17-18 Pagett Road, Carrum Downs 3201	Secondary Consent - To construct one hundred and thirty-five (135) dwellings in stages in a General Residential Zone (GRZ) and to remove native vegetation under Clause 52.17 of the Frankston Planning Scheme	9/08/2022
366/2013/P/C	North-East	1/3, 3 Mudlark Court, Carrum Downs 3201	Secondary Consent - To construct a single storey dwelling to the rear of the existing dwelling (two (2) dwellings)	12/08/2022
151/2017/P/B	North-East	105 Taylors Road, Skye 3977	Section 72 - In accordance with the endorsed plans: Use and development of land for a place of worship, buildings and works to an existing dwelling and removal of native vegetation.	12/08/2022
319/2015/P/R	North-East	28-40 Colemans Road, Carrum Downs 3201	Secondary Consent - To construct up to eighty-five (85) factories and a reduction in car parking	18/08/2022
598/2017/P/C	North-East	5 Ash Grove South, Langwarrin 3910	Extension of time - To construct three (3) double storey dwellings	22/08/2022
159/2012/P/D	North-East	7 Gateway Drive, Carrum Downs 3201	Section 72 - To construct one (1) factory/office and reduce the car parking requirement of Clause 52.06 of the Frankston Planning Scheme	22/08/2022
71/2021/P/C	North-East	37 Clifton Grove, Carrum Downs 3201	Secondary Consent - To construct eight (8) double storey dwellings on a lot in a General Residential Zone (GRZ)	23/08/2022
362/2017/P/E	North-East	1195B Frankston-Dandenong Road, Carrum Downs 3201	Secondary Consent - To construct seven (7) double storey dwellings and the removal of one (1) tree on Lot 217 (Tree No. 627) within Stage 6 of the Wattlewood Estate	23/08/2022
570/2010/P/E	North-East	75 McClelland Drive, Skye 3977	Secondary Consent - To construct eight (8) single storey dwellings	24/08/2022

Progress Report – Amendments to Planning Permits Received For The Application Date: From 1/08/2022 To 31/08/2022				
<u>Application No</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Date</u>
730/2015/P/G	North-East	2 Boundary Road, Carrum Downs 3201 724 Frankston-Dandenong Road, Carrum Downs	Secondary Consent - To use and develop the land for a place of worship, one guest dwelling, one caretaker's house and to alter access to a Road Zone	25/08/2022
309/2019/P/E	North-East	81 Luscombe Avenue, Carrum Downs 3201	Section 72 - To construct one (1) double storey dwelling to the rear of the existing dwelling (for a total of two (2) dwellings on a lot)	25/08/2022
156/2018/P/D	North-East	5 Kestrel Court, Carrum Downs 3201	Extension of time - To construct one (1) double storey dwelling to the rear of the existing dwelling (two (2) dwellings)	29/08/2022
101/2018/P/E	North-East	19 Pardalote Avenue, Carrum Downs 3201	Extension of Time - To construct one (1) double storey dwelling to the rear of the existing dwelling (two (2) dwellings)	29/08/2022
418/1998/P/A	North-East	15/15 Potts Road, Langwarrin 3910	Secondary Consent - 30 Dwellings and one existing	30/08/2022
317/2018/P/E	North-East	13/684-700 Frankston-Dandenong Road, Carrum Downs 3201	Secondary Consent - To use the land for a restaurant, to sell and consume liquor (On Licence Premises) and a reduction in the bicycle facilities requirement of Clause 52.34 of the Frankston Planning Scheme.	30/08/2022
North-East Ward - 17				
581/2017/P/C	North-West	18 Bainbridge Avenue, Seaford 3198	Extension of Time - To construct three (3) double storey dwellings	1/08/2022
144/2020/P/B	North-West	4 Harold Street, Seaford 3198	Extension of Time - To construct one (1) double storey dwelling to rear of existing dwelling (two (2) dwellings on a lot) in a General Residential Zone (GRZ)	2/08/2022
228/2018/P/C	North-West	13 Pine Street, Frankston North 3200	Extension of Time - To construct two (2) double storey dwellings	10/08/2022
660/2016/P/G	North-West	217 Austin Road, Seaford 3198	Extension of Time - Construction of four (4) double storey dwellings	11/08/2022
373/2020/P/A	North-West	3 Gladwyn Avenue, Frankston 3199	Secondary Consent - To construct three (3) double storey dwellings on a lot in a General Residential Zone (GRZ)	11/08/2022

Progress Report – Amendments to Planning Permits Received For The Application Date: From 1/08/2022 To 31/08/2022				
<u>Application No</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Date</u>
437/2019/P/A	North-West	15 Leonard Street, Frankston 3199	Extension of Time - To construct two (2) single storey dwellings to the rear of an existing dwelling (three (3) of dwellings on a lot) in a General Residential Zone (GRZ)	15/08/2022
197/2002/P/C	North-West	1-3 Wells Road, Seaford 3198	Section 72 - Alterations and additions to the existing motor vehicle sales showroom, yard and workshop, in accordance with the endorsed plans Amendments: - Extension to showroom - Alter access to a road in a Transport Zone 2 - Amendments to signage	19/08/2022
45/2020/P/C	North-West	51 Brunning Crescent, Frankston North 3200	Extension of Time - To construct one (1) double storey dwelling to the rear of an existing dwelling (two (2) of dwellings on a lot) in a General Residential Zone (GRZ)	22/08/2022
56/2006/P/A	North-West	81-83 Dandenong Road East, Frankston 3199	Section 72 - Use and develop the land for a child care centre and associated car parking facilities	22/08/2022
216/2017/P/B	North-West	49 Dandenong Road East, Frankston 3199	Extension of time - Subdivision removing windmill reservation	23/08/2022
182/2022/P/B	North-West	8 Longleaf Street, Frankston North 3200	Secondary Consent - To subdivide the land into two (2) lots in a General Residential Zone (GRZ)	25/08/2022
North-West Ward - 11				
446/2020/P/C	South	13 Spring Street, Frankston 3199	Secondary Consent - To construct one (1) double storey dwelling to the rear of the existing dwelling (two (2) dwellings on a lot) in a General Residential Zone (GRZ) and to undertake buildings and works that exceed seven (7) metres in height in a Design and Development Overlay Schedule 6 (DDO6)	2/08/2022

Progress Report – Amendments to Planning Permits Received For The Application Date: From 1/08/2022 To 31/08/2022				
<u>Application No</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Date</u>
132/2021/P/C	South	40 Liddesdale Avenue, Frankston South 3199	Secondary Consent - To construct buildings and works in a Design and Development Overlay Schedule 9 (DDO9) To remove substantial trees and undertake buildings and works within the tree protection zone of substantial trees in a Significant Landscape Overlay Schedule 4 (SLO4)	4/08/2022
193/2021/P/C	South	641B Nepean Highway, Frankston South 3199	Secondary Consent - To construct one (1) double storey dwelling to the rear of the existing dwelling (two (2) dwellings on a lot) in a General Residential Zone (GRZ), to construct a building in a Design and Development Overlay Schedule (DDO9) and to create access to a road in a Road Zone Category 1	4/08/2022
607/2021/P/A	South	59 Stotts Lane, Frankston South 3199	Section 72 - To construct one (1) single storey dwelling in a Design and Development Overlay Schedule 1 (DDO1) To remove native vegetation under Clause 52.17 Native Vegetation	10/08/2022
25/2016/P/H	South	5 Holmes Street, Frankston 3199	Extension of Time - To construct two (2) double storey dwellings	11/08/2022
119/2020/P/VS	South	1 Grand View Grove, Frankston 3199	Secondary Consent - To construct buildings and works to an existing dwelling in a Design and Development Overlay Schedule 6 (DDO6)	15/08/2022
584/2012/P/A	South	2-4 Davey Street, Frankston 3199	Section 72 - Use of the land as a restaurant/tavern, to sell or consume liquor (General Licence), restoration and alteration of the building and carry out new works, to erect and display illuminated business identification signage and reduction of the carparking requirements	16/08/2022

Progress Report – Amendments to Planning Permits Received For The Application Date: From 1/08/2022 To 31/08/2022				
<u>Application No</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Date</u>
21/2020/P/B	South	12 Balmoral Walk, Frankston 3199	Extension of time - To construct a building and construct and carry out works in a Commercial 1 Zone (C1Z) and Special Building Overlay (SBO) for an eight (8) storey mixed use building and to reduce the number of car parking spaces required under the Parking Overlay Schedule 1 (PO1) and Clause 52.06-5 and provide some of the car parking spaces on another site.	18/08/2022
287/2022/P/B	South	35 Picnic Street, Frankston South 3199	Secondary Consent - To construct extensions to a dwelling in a Design and Development Overlay Schedule 9 (DDO9)	23/08/2022
258/2019/P/C	South	3 Mary Street, Frankston 3199	Secondary Consent - To carry out buildings or works to an existing dwelling over 7.0 metres height in a Design and Development Overlay Schedule 6 (DDO6)	25/08/2022
38/2020/P/B	South	22 Yamala Drive, Frankston South 3199	Secondary Consent - To carry out buildings and works in a Design and Development Overlay Schedule 2 (DDO2) and to remove two (2) substantial trees and to carry out works within the Tree Protection Zones of substantial trees in a Significant Landscape Overlay Schedule 3 (SLO3)	26/08/2022
51/2017/P/E	South	610 Robinsons Road, Langwarrin South 3911	Secondary Consent - Use and building and works to construct one (1) single storey dwelling, an outbuilding and removal of vegetation.	29/08/2022
South Ward - 12				
Total - 40				

Progress Report – Planning Application Decisions For The Application Date: From 1/08/2022 To 31/08/2022					
<u>Application</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Status</u>	<u>Date</u>
140/2022/P	North-East	25 Broderick Road, Carrum Downs	To construct buildings and works in association with an existing education centre (primary school) and to display internally illuminated business identification signage in a General Residential Zone (GRZ)	Permit Approved	1/08/2022
117/2022/P/VS	North-East	26/59 Cadles Road, Carrum Downs	Extension to existing dwelling on a lot less than 300sq in a General Residential Zone (GRZ)	No Permit Required	4/08/2022
411/2015/P	North-East	60 Lyppards Road, Langwarrin 3910	To construct one (1) habitable outbuilding	Application Lapsed	4/08/2022
686/2021/P	North-East	88 Potts Road, Langwarrin 3910	To use and develop the land for a child care centre in a General Residential Zone (GRZ) and to construct a building and construct and carry out works in a Bushfire Management Overlay (BMO)	Permit Approved	8/08/2022
228/2022/P	North-East	95 Boundary Road, Carrum Downs	To construct builds and works for storage units in an Industrial 1 Zone (IN1Z)	Permit Approved	10/08/2022
125/2022/P/VS	North-East	51 Access Way, Carrum Downs	To construct buildings and works (mezzanine floor and internal rearrangements) to an existing building (retrospective) in an Industrial 1 Zone (IN1Z).	Permit Approved	11/08/2022
134/2022/P/VS	North-East	4 Barnett Avenue, Carrum Downs 3201	To subdivide the land into two (2) lots in a General Residential Zone (GRZ)	Permit Approved	11/08/2022
180/2022/P	North-East	12 Shearwater Drive, Carrum Downs 3201	To construct one (1) double storey dwelling to the rear of the existing dwelling (two (2) dwellings) in a General Residential Zone (GRZ).	Permit Approved	12/08/2022
133/2022/P/VS	North-East	1165 Frankston-Dandenong Road, Carrum Downs 3201	To construct buildings and works (one (1) cabin) in association with a Section 2 Use (Caravan Park) in a General Residential Zone (GRZ)	Permit Approved	16/08/2022
116/2022/P/VS	North-East	17/7 Lakewood Boulevard, Carrum Downs 3201	To construct buildings and works for a mezzanine in an Industrial 1 Zone (IN1Z)	Permit Approved	16/08/2022

Progress Report – Planning Application Decisions For The Application Date: From 1/08/2022 To 31/08/2022					
<u>Application</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Status</u>	<u>Date</u>
414/2022/P	North-East	5 Athol Court, Langwarrin 3910	To subdivide the land into three (3) lots in a General Residential Zone (GRZ).	Permit Approved	19/08/2022
94/2022/P	North-East	24 Valley Road, Langwarrin 3910	To use and construct one (1) single storey dwelling (replacement dwelling) and outbuilding in a Rural Conservation Zone Schedule 2 (RCZ2) and to construct buildings and works in a Bushfire Management Overlay (BMO)	Permit Approved	19/08/2022
135/2022/P/VS	North-East	20/38 Buontempo Road, Carrum Downs 3201	To construct buildings and works in an Industrial 1 Zone (IN1Z)	Permit Approved	22/08/2022
136/2022/P/VS	North-East	82 Centre Road, Langwarrin 3910	To construct an outbuilding in a Design and Development Overlay Schedule 4 (DDO4)	Permit Approved	25/08/2022
591/2021/P	North-East	620 Frankston-Dandenong Road, Carrum Downs 3201	To use and construct two (2) convenience restaurants and to display internally illuminated business identification signage in a General Residential Zone (GRZ). To remove native vegetation under Clause 52.17 Native Vegetation. To alter access to a road in a Transport Zone 2.	Permit Approved	25/08/2022
494/2022/P	North-East	24 Lathams Road, Carrum Downs 3201	To erect and display business identification and promotion signage in a Commercial 2 Zone (B4Z)	Permit Approved	30/08/2022
North-East Ward - 16					
584/2021/P	North-West	32 Lorna Street, Seaford 3198	To construct three (3) double storey dwellings on a lot in a General Residential Zone (GRZ) and a Special Building Overlay (SBO)	Permit Approved	2/08/2022
141/2022/P	North-West	35 East Road, Seaford 3198	The use and construction of a Community Care Accommodation (comprising three (3) units) in a General Residential Zone (GRZ).	Permit Approved	3/08/2022

Progress Report – Planning Application Decisions For The Application Date: From 1/08/2022 To 31/08/2022					
<u>Application</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Status</u>	<u>Date</u>
84/2022/P	North-West	47 Campbell Street, Frankston 3199	To construct one (1) single storey dwelling to the rear of the existing dwelling (two (2) dwellings on a lot) in a General Residential Zone (GRZ).	Permit Approved	3/08/2022
444/2022/P	North-West	31 Park Street, Seaford 3198	To construct buildings and works (dwelling) within the Tree Protection Zone of a Significant Tree in an Environmental Significance Overlay (ESO4)	Permit Approved	4/08/2022
127/2022/P/VS	North-West	246 Nepean Highway, Seaford 3198	To remove one (1) significant tree listed in the schedule to the Environmental Significance Overlay Schedule 4 (ESO4)	Permit Approved	4/08/2022
288/2022/P	North-West	26 Hannah Street, Seaford 3198	To construct three (3) double storey dwellings in a General Residential Zone (GRZ) and Special Building Overlay (SBO).	Permit Approved	8/08/2022
718/2021/P	North-West	8 Corsican Street, Frankston North	To construct two (2) double storey dwellings in a General Residential Zone (GRZ)	Permit Approved	8/08/2022
345/2022/P	North-West	61 Wells Road, Seaford 3198	To subdivide the land into three (3) lots in a General Residential Zone (GRZ)	Permit Approved	8/08/2022
163/2022/P	North-West	32-34 Nepean Highway, Seaford 3198	To use and develop the land for a child care centre in a Commercial 1 Zone (C1Z), to construct buildings and works in a Design and Development Overlay Schedule 6 (DDO6) and to alter access to a road in a Transport Zone 2.	Permit Approved	10/08/2022
408/2022/P	North-West	9 Spray Street, Frankston 3199	To construct one (1) double storey dwelling to the rear of the existing dwelling (two (2) dwellings) in a General Residential Zone (GRZ)	Application Lapsed	17/08/2022
236/2022/P	North-West	5 East Road, Seaford 3198	To construct two (2) double storey dwellings in a General Residential Zone (GRZ).	Permit Approved	17/08/2022

Progress Report – Planning Application Decisions For The Application Date: From 1/08/2022 To 31/08/2022					
<u>Application</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Status</u>	<u>Date</u>
6/2022/P	North-West	6 Petrie Street, Frankston 3199	To construct two (2) double storey dwellings to the rear of the existing dwelling (three (3) dwellings on a lot) in a General Residential Zone (R1Z) and buildings and works in a Heritage Overlay (HO57)	Permit Approved	17/08/2022
21/2022/P	North-West	3 Caley Street, Frankston North	To construct one (1) double storey dwelling to the rear of the existing dwelling (two (2) dwellings) in a General Residential Zone (GRZ).	Permit Approved	19/08/2022
720/2021/P	North-West	69 Queen Street, Frankston 3199	To construct two (2) double storey dwellings in a General Residential Zone (GRZ)	Permit Approved	19/08/2022
165/2022/P	North-West	9 Klauer Street, Seaford 3198	To create access to a road in a Transport Zone 2 for a proposed dwelling	Permit Approved	25/08/2022
412/2022/P	North-West	1 Martin Street, Seaford 3198	To subdivide the land into six (6) lots in a General Residential Zone (GRZ).	Permit Approved	25/08/2022
505/2022/P	North-West	Coonara Avenue, Seaford Railway Parade, Seaford Selsey Street, Seaford	To remove native vegetation in an Environmental Significance Overlay Schedule 1 (ESO1) and under Clause 52.17 Native Vegetation of the Frankston Planning Scheme	Permit Approved	30/08/2022
413/2022/P	North-West	19 Inglis Avenue, Frankston 3199	To subdivide the land into five (5) lots in a Mixed Use Zone (MUZ), Design and Development Overlay Schedule 5 (DDO5) and Special Building Overlay (SBO)	Permit Approved	30/08/2022
North West Ward - 18					
128/2022/P/VS	South	20 Barretts Road, Langwarrin South 3911	To construct an outbuilding in a Design and Development Overlay Schedule 4 (DDO4)	Permit Approved	1/08/2022
99/2022/P/VS	South	31 Casuarina Drive, Frankston South 3199	To construct buildings and works to an existing dwelling in a Design and Development Overlay Schedule 9 (DDO9)	Permit Approved	1/08/2022

Progress Report – Planning Application Decisions For The Application Date: From 1/08/2022 To 31/08/2022					
<u>Application</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Status</u>	<u>Date</u>
296/2022/P	South	11-12 Merrigal Court, Frankston South 3199	To construct one (1) double storey dwelling in a Design and Development Overlay Schedule 1 (DDO1) and remove and construct buildings and works in the Tree Protection Zone of substantial trees in a Significant Landscape Overlay Schedule 3 (SLO3)	Permit Approved	1/08/2022
756/2021/P	South	11-12 Merrigal Court, Frankston South 3199	To construct one (1) double storey dwelling in a Design and Development Overlay Schedule 1 (DDO1) and remove and construct buildings and works in the Tree Protection Zone of substantial trees in a Significant Landscape Overlay Schedule 3 (SLO3)	Permit Approved	2/08/2022
487/2022/P	South	Jubilee Park 83R-85R Hillcrest Road, Frankston 3199	To remove one (1) tree under Clause 52.17 Native Vegetation of the Frankston Planning Scheme	Permit Approved	2/08/2022
484/2022/P	South	4 Cooina Court, Frankston South 3199	Extension to existing dwelling	Application Withdrawn	3/08/2022
155/2022/P	South	70 West Road, Langwarrin South 3911	To construct an outbuilding in a Rural Conservation Zone (RCZ) and a Bushfire Management Overlay (BMO)	Permit Approved	3/08/2022
287/2022/P	South	35 Picnic Street, Frankston South 3199	To construct extensions to a dwelling in a Design and Development Overlay Schedule 9 (DDO9)	Permit Approved	3/08/2022
61/2022/P	South	28 Lee Street, Frankston 3199	To construct four (4) double storey dwellings in a General Residential Zone (GRZ)	Permit Approved	3/08/2022
86/2022/P	South	6 Scenic Close, Frankston South 3199	To construct one (1) double storey dwelling in a Design and Development Overlay Schedule 1 (DDO1)	Permit Approved	3/08/2022

Progress Report – Planning Application Decisions For The Application Date: From 1/08/2022 To 31/08/2022					
<u>Application</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Status</u>	<u>Date</u>
265/2021/P	South	46 Cliff Road, Frankston 3199	To construct or carry out buildings or works for a dwelling exceeding 7 metres in height in a Design and Development Overlay Schedule 6 (DDO6) and to carry out buildings and works and vegetation removal in an Erosion Management Overlay Schedule 3 (EMO3)	Permit Approved	3/08/2022
403/2022/P	South	64 Moorooduc Highway, Frankston South 3199	To construct alterations and additions to an existing dwelling in a Design and Development Overlay Schedule 1 (DDO1)	Permit Approved	4/08/2022
115/2022/P/VS	South	24 Young Street, Frankston 3199 Suite 1-8/Level 1, 38 Young Street, Frankston 3199	To construct building and works to existing building in a Commercial 1 Zone (B1Z)	Permit Approved	4/08/2022
229/2022/P	South	3 Gum Hill Drive, Langwarrin 3910	To construct an outbuilding in a Design and Development Overlay Schedule 4 (DDO4), buildings and works within the Tree Protection Zone of a substantial tree (SLO1) and buildings and works associated with a Dwelling (BMO2).	Permit Approved	8/08/2022
271/2022/P	South	3 Nott Avenue, Frankston 3199	To construct buildings and works (verandah) to an existing dwelling in a Special Building Overlay (SBO)	Permit Approved	8/08/2022
505/2021/P	South	1 Casuarina Drive, Frankston South 3199	To construct one (1) double storey dwelling to the rear of the existing dwelling (two (2) dwellings on a lot) in a General Residential Zone and Design and Development Overlay Schedule 9 (DDO9). To remove substantial trees and construct buildings and works within the tree protection zone of a substantial tree in a Significant Landscape Overlay Schedule 4 (SLO4) and to create access to a Transport Zone 2	Permit Approved	8/08/2022

Progress Report – Planning Application Decisions For The Application Date: From 1/08/2022 To 31/08/2022					
<u>Application</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Status</u>	<u>Date</u>
349/2020/P	South	2 Victoria Parade, Frankston 3199	To construct two (2) double storey dwellings on a lot and a two (2) lot subdivision in a General Residential Zone (GRZ); to construct and building and construct and carry out works in a Design and Development Overlay Schedule 10 (DDO10); and to construct and carry out works in a Specific Controls Overlay Schedule 3 (SCO3)	Permit Approved	8/08/2022
285/2022/P	South	223 Humphries Road, Frankston South 3199	Alterations and additions to existing dwelling in a Design and Development Overlay Schedule 1 (DDO1).	Permit Approved	10/08/2022
130/2022/P/VS	South	53 Cliff Road, Frankston South 3199	The removal of one (1) substantial tree in a Significant Landscape Overlay Schedule (SLO6)	Permit Approved	10/08/2022
309/2022/P	South	2 Leisureland Drive, Langwarrin 3910	To construct an extension to an existing outbuilding in a Design and Development Overlay (DDO4).	Permit Approved	10/08/2022
76/2022/P	South	2 Marcus Road, Frankston South 3199	To construct an extension to an existing dwelling and an outbuilding in a Design and Development Overlay Schedule 1 (DDO1) and to construct buildings within the Tree Protection Zone of Substantial Trees in a Significant Landscape Overlay Schedule 3 (SLO3).	Permit Approved	17/08/2022
125/2022/P	South	3 Bacchus Court, Frankston South 3199	Additions and alterations to an existing dwelling in a Design and Development Overlay Schedule 9 (DDO9) and to construct a building or construct or carry out works within the Tree Protection Zone of a substantial tree in a Significant Landscape Overlay Schedule 4 (SLO4)	Permit Approved	18/08/2022
131/2022/P/VS	South	11 Black Wallaby Drive, Langwarrin 3910	The removal of one (1) tree in a Significant Landscape Overlay (SLO1)	Permit Approved	18/08/2022

Progress Report – Planning Application Decisions For The Application Date: From 1/08/2022 To 31/08/2022					
<u>Application</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Status</u>	<u>Date</u>
313/2022/P	South	31 Gardeners Road, Langwarrin South 3911	To construct one (1) single storey dwelling and outbuilding in a Design and Development Overlay Schedule 4 (DDO4), Bushfire Management Overlay (BMO) and Environmental Significance Overlay Schedule 1 (ESO1). To remove a substantial tree in a Significant Landscape Overlay Schedule 1 (SLO1) and Environmental Significance Overlay Schedule 1 (ESO1).	Permit Approved	19/08/2022
144/2020/P/VS	South	5 Woolston Drive, Frankston South 3199	To remove one (1) substantial tree in a Significant Landscape Overlay Schedule 4 (SLO4).	Application Refused	19/08/2022
290/2019/P	South	21 McComb Boulevard, Frankston South 3199	Two (2) Lot Subdivision	Application Withdrawn	19/08/2022
217/2022/P	South	103 Frankston-Flinders Road, Frankston 3199	To vary the Restrictive Covenant 1147119 by deleting the words: '...or allow to be erected more than one private dwelling on the said lot hereby transferred AND...' and replacing with the words: '...or allow to be erected more than two private dwellings on the said lot hereby transferred AND...'	Permit Approved	23/08/2022
144/2022/P	South	187 Heatherhill Road, Frankston 3199	Removal the easement identified as E-1 on plan of subdivision LP 126222	Permit Approved	24/08/2022
132/2022/P/VS	South	1/21 Olympic Avenue, Frankston 3199	To construct a front fence and a deck in a Special Building Overlay (SBO)	Permit Approved	25/08/2022
118/2022/P/VS	South	32 Baden Powell Drive, Frankston South 3199	To construct a garage in a Design and Development Overlay Schedule 8 (DDO8) and to construct buildings and works in the Tree Protection Zone of a substantial tree in a Significant Landscape Overlay Schedule 4 (SLO4).	Permit Approved	25/08/2022

Progress Report – Planning Application Decisions For The Application Date: From 1/08/2022 To 31/08/2022					
<u>Application</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Status</u>	<u>Date</u>
137/2022/P/VS	South	78 Derinya Drive, Frankston South 3199	To construct an outbuilding (shed) in a Design and Development Overlay Schedule 1 (DDO1)	Permit Approved	25/08/2022
11/2022/P	South	235 Humphries Road, Frankston South 3199	To construct one (1) single storey dwelling and associated outbuildings in a Design and Development Overlay Schedule 1 (DDO1) and to carry out works within the Tree Protection Zone of Substantial Trees in the Significant Landscape Overlay 3 (SLO3).	Permit Approved	25/08/2022
31/2021/P	South	6-12 Davey Street, Frankston 3199	To demolish buildings in a Heritage Overlay (buildings located - 8, 10 and 12 Davey Street, Frankston)	Application Withdrawn	25/08/2022
317/2021/P	South	410 Robinsons Road, Langwarrin South 3911	To use and undertake buildings and works for a childcare centre in a Low Density Residential Zone (LDRZ), to construct and carry out works in a Bushfire Management Overlay (BMO) and Design and Development Overlay Schedule 4, to remove and construct and carry out works in the tree protection zone of substantial trees in a Significant Landscape Overlay Schedule 1 (SLO1) and to remove native vegetation.	Permit Approved	25/08/2022
121/2022/P/VS	South	3 Hume Court, Frankston South 3199	To remove one (1) tree in a Significant Landscape Overlay Schedule 4 (SLO4)	Permit Approved	26/08/2022
62/2022/P	South	11 Blair Avenue, Frankston South 3199	To construct two (2) double storey dwellings on a lot in a General Residential Zone (GRZ) and to construct buildings and works exceeding 40% site coverage and to remove and construct buildings and works within the Tree Protection Zone of a substantial tree in a Significant Landscape Overlay Schedule 6 (SLO6)	Permit Approved	29/08/2022

Progress Report – Planning Application Decisions For The Application Date: From 1/08/2022 To 31/08/2022					
<u>Application</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Status</u>	<u>Date</u>
388/2020/P	South	BathingBox 15, Off Allawah Avenue, Frankston 3199	To construct works to a bathing box within a Public Park and Recreation Zone (PPRZ)	No Permit Required	29/08/2022
241/2022/P	South	3 Susono Way, Frankston 3199	Buildings and works to existing service station, the display of signage in a category 3 area and modifications of access to a road in a Transport Zone 2.	Permit Approved	30/08/2022
346/2022/P	South	21 Jamieson Court, Langwarrin 3910	To construct an outbuilding in a Design and Development Overlay Schedule 4 (DDO4) and a Bushfire Management Overlay (BMO).	Permit Approved	30/08/2022
371/2022/P	South	9 Wentworth Avenue, Frankston South 3199	To construct buildings and works to an existing dwelling in a Design and Development Overlay Schedule 9 (DDO9). To construct buildings and works in the Tree Protection Zone of a substantial tree in a Significant Landscape Overlay Schedule 4 (SLO4).	Permit Approved	30/08/2022
208/2022/P	South	90 Franciscan Avenue, Frankston 3199	To construct two (2) double storey dwellings in a General Residential Zone (GRZ).	Permit Approved	30/08/2022
295/2022/P	South	163 North Road, Langwarrin 3910	To construct two (2) double storey dwellings in a General Residential Zone (GRZ).	Permit Approved	30/08/2022
537/2022/P	South	7 Sandalwood Retreat, Frankston South 3199	To develop the land for Community Care Accommodation	Application Withdrawn	30/08/2022
South Ward - 43					
Total - 77					

Progress Report – Amendments to Planning Application Decisions For The Application Date: From 1/08/2022 To 31/08/2022					
<u>Application</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Status</u>	<u>Date</u>
327/2018/P/A	North-East	620 Frankston-Dandenong Road, Carrum Downs 3201	Extension of Time - Use and development of a childcare centre, native vegetation removal, to erect and display business identification signage, to subdivide land adjacent to a road in a Road Zone Category 1 and a two (2) lot subdivision	Extension of Time Approved	3/08/2022
19/2021/P/B	North-East	17 Yarralumla Drive, Langwarrin 3910	Secondary Consent - To construct one (1) single storey dwelling to the rear of the existing dwelling (two (2) dwellings on a lot) in a General Residential Zone (GRZ)	Secondary Consent Approved	3/08/2022
234/2022/P/C	North-East	185-291 North Road, Langwarrin 3910	Secondary Consent - To remove, destroy or lop vegetation and native vegetation and to construct buildings and works in the Tree Protection Zone of a substantial tree in a Significant Landscape Overlay Schedule 1 (SLO1)	Secondary Consent Approved	4/08/2022
563/2017/P/C	North-East	12 Quarrion Drive, Carrum Downs 3201	Section 72 - To construct one (1) single storey dwelling to the rear of the existing dwelling (two (2) dwellings)	Permit Approved	8/08/2022
571/2007/P/A	North-East	41 Lexton Drive, Langwarrin 3910	Secondary Consent - Construction of a double storey dwelling on this site.	Secondary Consent Approved	10/08/2022
41/2022/P/A	North-East	7 Frankston Gardens Drive, Carrum Downs 3201	Secondary Consent - To use the land for trade supplies, to erect and display business identification signage and to undertake buildings and works in an Industrial 1 Zone (IN1Z).	Application Withdrawn	11/08/2022
70/2018/P/C	North-East	13 Titan Drive, Carrum Downs 3201	Extension of Time - To construct an extension to an existing warehouse	Extension of Time Approved	12/08/2022

Progress Report – Amendments to Planning Application Decisions For The Application Date: From 1/08/2022 To 31/08/2022					
<u>Application</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Status</u>	<u>Date</u>
267/2016/P/H	North-East	87 Clifton Grove, Carrum Downs 3201	Secondary Consent - The use and construction of twenty-six (26) warehouses with ancillary offices and the use and construction of a takeaway food premises (cafe)	Application Withdrawn	16/08/2022
63/2021/P/O	North-East	17-18 Pagett Road, Carrum Downs 3201	Secondary Consent - To construct one hundred and thirty-five (135) dwellings in stages in a General Residential Zone (GRZ) and to remove native vegetation under Clause 52.17 of the Frankston Planning Scheme	Secondary Consent Approved	18/08/2022
250/2016/P/A	North-East	665 Dandenong-Hastings Road, Skye 3977	Section 72 - To use the site for Place of Assembly (various events other than dog shows), to use the site for a market and to reduce the number of car parking spaces required under Clause 52.06-5 of the Frankston Planning Scheme.	Permit Approved	22/08/2022
26/2019/P/D	North-East	45 Richard Drive, Langwarrin 3910	Secondary Consent - To construct two (2) double storey dwellings to the rear of the existing dwelling (three (3) dwellings)	Secondary Consent Approved	23/08/2022
267/2016/P/G	North-East	87 Clifton Grove, Carrum Downs 3201	Secondary Consent - The use and construction of twenty-six (26) warehouses with ancillary offices and the use and construction of a takeaway food premises (cafe)	Secondary Consent Approved	24/08/2022
598/2017/P/C	North-East	5 Ash Grove South, Langwarrin 3910	Extension of time - To construct three (3) double storey dwellings	Extension of Time Approved	25/08/2022
309/2019/P/D	North-East	81 Luscombe Avenue, Carrum Downs 3201	Secondary Consent - To construct one (1) double storey dwelling to the rear of the existing dwelling (two (2) dwellings on a lot)	Application Withdrawn	25/08/2022
North-East Ward - 14					

Progress Report – Amendments to Planning Application Decisions For The Application Date: From 1/08/2022 To 31/08/2022					
<u>Application</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Status</u>	<u>Date</u>
366/2008/P/C	North-West	25-27 Ashleigh Avenue, Frankston 3199	Secondary Consent - Seven (7) dwelling development (four (4) existing and three (3) new dwellings consisting of one (1) double storey and two (2) single storey dwellings)	Secondary Consent Approved	2/08/2022
119/2005/P/C	North-West	20 Overton Road, Frankston 3199	Secondary Consent - Use and development of buildings and works for the purpose of: Motor vehicle sales Motor repairs Spare parts storage Ancillary offices; and Associated car parking and access ways all in accordance with the endorsed plans	Secondary Consent Approved	3/08/2022
581/2017/P/C	North-West	18 Bainbridge Avenue, Seaford 3198	Extension of Time - To construct three (3) double storey dwellings	Extension of Time Approved	4/08/2022
458/2019/P/A	North-West	72 Warrawee Circuit, Frankston 3199	Secondary Consent - To construct a garage and deck in a Bushfire Management Overlay Schedule 1 (BMO1)	Secondary Consent Approved	5/08/2022
392/2020/P/B	North-West	339 Frankston-Dandenong Road, Frankston North 3200	Secondary Consent - To construct two (2) double storey dwellings to rear of existing dwelling (three (3) dwellings on a lot) in a General Residential Zone and to alter access to a road in a Road Zone	Secondary Consent Approved	5/08/2022
27/2020/P/E	North-West	7 Luxton Terrace, Seaford 3198	Secondary Consent - To construct two (2) double storey dwellings on a lot in a General Residential Zone	Secondary Consent Approved	8/08/2022
458/2017/P/D	North-West	28 Bainbridge Avenue, Seaford 3198	Extension of time - The construction of two (2) double storey dwellings	Extension of Time Approved	9/08/2022

Progress Report – Amendments to Planning Application Decisions For The Application Date: From 1/08/2022 To 31/08/2022					
<u>Application</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Status</u>	<u>Date</u>
359/2019/P/B	North-West	28-30 Cricklewood Avenue, Frankston 3199	Secondary Consent - To construct eight (8) double storey dwellings on a lot in a General Residential Zone (GRZ)	Secondary Consent Approved	9/08/2022
430/2005/P/C	North-West	325-335 Nepean Highway, Frankston 3199	Secondary consent - Development and use of the land for 110 dwellings and office(s), reduction in the carparking requirements at Clause 52.05 of the Frankston Planning Scheme, alteration of access to the Nepean Highway, and waiver of the requirement for loading/unloading bay, in accordance with the endorsed plan/s.	Secondary Consent Approved	11/08/2022
235/2019/P/C	North-West	7 Hi-Tech Place, Seaford 3198	Section 72 - To erect and display an electronic major promotion sign	Permit Approved	12/08/2022
228/2018/P/C	North-West	13 Pine Street, Frankston North 3200	Extension of Time - To construct two (2) double storey dwellings	Extension of Time Approved	16/08/2022
437/2019/P/A	North-West	15 Leonard Street, Frankston 3199	Extension of Time - To construct two (2) single storey dwellings to the rear of an existing dwelling (three (3) of dwellings on a lot) in a General Residential Zone (GRZ)	Extension of Time Approved	16/08/2022
418/2016/P/F	North-West	85 Centenary Street, Seaford 3198	Secondary Consent - To construct one (1) single storey dwelling to the rear of the existing dwelling (two (2) dwellings), alterations to the existing dwelling, two (2) lot subdivision, and removal of an easement	Refund Requested	16/08/2022
333/2020/P/A	North-West	4 Raymond Avenue, Frankston 3199	Section 72 - To construct two (2) double storey dwellings on a lot and a two (2) lot subdivision in a General Residential Zone (GRZ) To remove easement E-1	Permit Approved	22/08/2022

Progress Report – Amendments to Planning Application Decisions For The Application Date: From 1/08/2022 To 31/08/2022					
<u>Application</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Status</u>	<u>Date</u>
216/2017/P/B	North-West	49 Dandenong Road East, Frankston 3199	Extension of time - Subdivision removing windmill reservation	Extension of Time Approved	23/08/2022
660/2016/P/G	North-West	217 Austin Road, Seaford 3198	Extension of Time - Construction of four (4) double storey dwellings	Extension of Time Approved	23/08/2022
346/2017/P/C	North-West	14 Bragge Street, Frankston 3199	Extension of Time - To construct six (6) triple storey dwellings	Extension of Time Approved	25/08/2022
45/2020/P/C	North-West	51 Brunning Crescent, Frankston North 3200	Extension of Time - To construct one (1) double storey dwelling to the rear of an existing dwelling (two (2) of dwellings on a lot) in a General Residential Zone (GRZ)	Extension of Time Approved	26/08/2022
500/2019/P/C	North-West	4 Largs Street, Seaford 3198	Extension of Time - To construct two dwellings including retention of the existing dwelling	Extension of Time Approved	26/08/2022
382/2019/P/D	North-West	47 Fortescue Avenue, Seaford 3198	<p>Section 72 - To construct two (2) double storey dwellings on a lot in a General Residential Zone (GRZ) and to construct a building and construct and carry out works in a Special Building Overlay (SBO).</p> <p>To amend the permit by: Considering amended plans which alter the footprints and setbacks from boundaries of the ground and first floor of both dwellings. Other amendments to the plans (in blue) including tree removal, changes to fencing and trellis and internal amendments to Dwelling 1 including window locations.</p>	Permit Approved	26/08/2022
North-West Ward - 20					

Progress Report – Amendments to Planning Application Decisions For The Application Date: From 1/08/2022 To 31/08/2022					
<u>Application</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Status</u>	<u>Date</u>
363/2016/P/D	South	32 Glenview Crescent, Frankston 3199	Secondary Consent - To construct one (1) single storey dwelling to the rear of existing dwelling (two (2) dwellings)	Secondary Consent Approved	9/08/2022
12/2018/P/D	South	8 Roberts Street, Frankston 3199	Extension of Time - To construct two (2) double storey dwellings to the rear of the existing dwelling (three (3) dwellings)	Extension of Time Approved	10/08/2022
109/2013/P/C	South	106-114 Frankston-Flinders Road, Frankston 3199	Secondary Consent - To construct twenty eight (28) double storey dwellings and alteration of access to a Road Zone Category 1	Secondary Consent Approved	12/08/2022
25/2016/P/H	South	5 Holmes Street, Frankston 3199	Extension of Time - To construct two (2) double storey dwellings	Extension of Time Approved	16/08/2022
387/2015/P/H	South	59 Culcairn Drive, Frankston South	Secondary Consent - To construct three (3) double storey dwellings and one (1) single storey dwelling (four (4) dwellings)	Secondary Consent Approved	16/08/2022
343/2019/P/C	South	24-26 Playne Street, Frankston 3199	Section 72 - To use the land for the sale and consumption of liquor, to construct or carry out buildings and works in a Commercial 1 Zone (C1Z), to display internally illuminated business identification signage and to reduce the number of car spaces required under Clause 52.06-5 and bicycle parking spaces under Clause 52.34 of the Frankston Planning Scheme	Permit Approved	16/08/2022

Progress Report – Amendments to Planning Application Decisions For The Application Date: From 1/08/2022 To 31/08/2022					
<u>Application</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Status</u>	<u>Date</u>
21/2020/P/B	South	12 Balmoral Walk, Frankston 3199	Extension of time - To construct a building and construct and carry out works in a Commercial 1 Zone (C1Z) and Special Building Overlay (SBO) for an eight (8) storey mixed use building and to reduce the number of car parking spaces required under the Parking Overlay Schedule 1 (PO1) and Clause 52.06-5 and provide some of the car parking spaces on another site.	Extension of Time Approved	22/08/2022
265/2019/P/E	South	91 Fleetwood Crescent, Frankston South 3199	Extension of time - To construct an extension to an existing dwelling in a Design and Development Overlay Schedule 8 (DDO8), Erosion Management Overlay Schedule 2 (EMO2) and Bushfire Management Overlay (BMO)	Extension of Time Approved	23/08/2022
8/2020/P/E	South	4 Fleetwood Crescent, Frankston South 3199	Secondary Consent - To construct one (1) double storey dwelling on a lot in a General Residential Zone (GRZ1), to construct a building and carry out buildings and works in a Design and Development Overlay Schedule 9 (DDO9) and Significant Landscape Overlay (SLO4)	Secondary Consent Approved	23/08/2022
296/2020/P/B	South	87 Kars Street, Frankston South 3199	Section 72 - To construct buildings and works for one (1) single storey dwelling within the Tree Protection Zone of substantial trees in a Significant Landscape Overlay Schedule 6 (SLO6).	Permit Approved	29/08/2022
South Ward - 10					
899/2005/P/C	South West	21 Cliff Road, Frankston 3199	Section 72 - Construction of two (2) attached double storey dwellings in accordance with the endorsed plans.	Permit Approved	4/08/2022

Progress Report – Amendments to Planning Application Decisions For The Application Date: From 1/08/2022 To 31/08/2022					
<u>Application</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Status</u>	<u>Date</u>
South West Ward - 1					
Total - 45					

Progress Report – Subdivision Application Received				
For The Application Date: From 1/08/2022 To 31/08/2022				
<u>Application No</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Date</u>
69/2022/S	North-East	4 Barnett Avenue, Carrum Downs 3201	To subdivide the land into two (2) lots in a General Residential Zone (GRZ)	4/08/2022
71/2022/S	North-East	75R Frankston Gardens Drive, Carrum Downs 3201	Section 35 (Acq by acquiring authority)	15/08/2022
80/2022/S	North-East	34 Brett Drive, Carrum Downs 3201	To subdivide the land into forty three (43) lots in a Industrial 1 Zone (I1Z) in stages . Spear - S200018A	29/08/2022
81/2022/S	North-East	34 Brett Drive, Carrum Downs 3201	To subdivide the land into twenty (20) lots in a Industrial 1 Zone (I1Z) - Spear - S200019T	29/08/2022
77/2022/S	North-East	17-18 Pagett Road, Carrum Downs 3201	To subdivide the land into five(5) lots in a General Residential Zone (GRZ) - S199823H	31/08/2022
70/2022/S	North-West	10 Wykeham Court, Frankston 3199	To subdivide the land into three (3) lots in a General Residential Zone (GRZ)	8/08/2022
73/2022/S	North-West	3 Gladwyn Avenue, Frankston 3199	To subdivide the land into three (3) lots in a General Residential Zone (GRZ)	16/08/2022
75/2022/S	North-West	5 Tallowood Street, Frankston North 3200	To subdivide the land into two (2) lots in a General Residential Zone (GRZ)	23/08/2022
79/2022/S	North-West	26 Cricklewood Avenue, Frankston 3199	To subdivide the land into four(4) lots in a General Residential Zone (GRZ)	29/08/2022
82/2022/S	North-West	39 Rosslyn Avenue, Seaford 3198 3A Moresby Avenue, Seaford 3198	To subdivide the land into two (2) lots in a General Residential Zone (GRZ)	31/08/2022
72/2022/S	South	19-21 Gulls Way, Frankston South 3199	Section 22 (Consolidation)	16/08/2022
74/2022/S	South	30 High Street, Frankston 3199	To subdivide the land into four (4) lots in a General Residential Zone (GRZ)	22/08/2022
78/2022/S	South	27 Overport Road, Frankston South 3199	To subdivide the land into three (3) lots in a General Residential Zone (GRZ)	24/08/2022
76/2022/S	South	667 Nepean Highway, Frankston South 3199	To subdivide the land into two (2) lots in a General Residential Zone (GRZ)	29/08/2022
Total = 14				

Progress Report – Subdivision Decisions					
For The Application Date: From 1/08/2022 To 31/08/2022					
Application No	Ward	Property Address	Application Description	Status	Date
98/2021/S	North-East	42 Buontempo Road, Carrum Downs 3201	Two (2) lot subdivision	SOC Issued (M)	11/08/2022
99/2021/S	North-East	38 Buontempo Road, Carrum Downs 3201	Twenty seven (27) lot subdivision	SOC Issued (M)	11/08/2022
131/2021/S	North-East	41 Brunnings Road, Carrum Downs 3201	Eight (8) lot subdivision	SOC Issued (M)	5/08/2022
174/2021/S	North-East	67 Moorhen Crescent, Carrum Downs 3201	To subdivide the land into two (2) lots in a General Residential Zone (GRZ)	Certified	17/08/2022
47/2022/S	North-East	10 Partridge Crescent, Carrum Downs 3201	To subdivide the land into two (2) lots in a General Residential Zone (R1Z)	Certified	11/08/2022
64/2022/S	North-East	40 Burgess Drive, Langwarrin 3910	Section 23 (Removal of Restriction)	Certification and SOC Issued	3/08/2022
136/2020/S	North-West	37 Longleaf Street, Frankston North 3200	Two (2) lot subdivision	Certified	3/08/2022
156/2021/S	North-West	6 Lindsay Street, Frankston North 3200	To subdivide the land into two (2) lots	Certified	22/08/2022
19/2022/S	North-West	4 Wykeham Court, Frankston 3199	Two (2) lot subdivision in a General Residential Zone (R1Z)	Certified	18/08/2022
151/2020/S	South	52 Margate Avenue, Frankston 3199	Two (2) lot subdivision	Certified	18/08/2022
87/2021/S	South	4 Geoffrey Court, Frankston 3199	Two (2) lot subdivision	Certified	18/08/2022
161/2021/S	South	44 Denbigh Street, Frankston 3199	Three (3) lot subdivision	Certified	11/08/2022
60/2022/S	South	78-80 Beach Street, Frankston 3199 29-31 Kelso Street, Frankston 3199	To consolidate the land into one (1) lot in a Residential Growth Zone (RGZ).	Certification and SOC Issued	17/08/2022
Total - 13					

Town Planning Applications – Direction To Advertise Issued August 2022				
<u>Application No</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Application Date</u>
314/2022/P	North-East	59 Potts Road, Langwarrin 3910	To construct two (2) single storey dwellings on a lot in a General Residential Zone (GRZ).	9/05/2022
152/2018/P/H	North-East	57 McCormicks Road, Carrum Downs 3201	Section 72 - Use and development of a child care centre; associated business identification signage and access to a Road Zone 1. Amendment: - Removal of fourteen (14) Leylandi Cypress along the rear of the site - Replacement planting - Shade sails	21/06/2022
382/2019/P/D	North-West	47 Fortescue Avenue, Seaford 3198	Section 72 - To construct two (2) double storey dwellings on a lot in a General Residential Zone (GRZ) and to construct a building and construct and carry out works in a Special Building Overlay (SBO). To amend the permit by: Considering amended plans which alter the footprints and setbacks from boundaries of the ground and first floor of both dwellings. Other amendments to the plans (in blue) including tree removal, changes to fencing and trellis and internal amendments to Dwelling 1 including window locations.	4/02/2022
194/2022/P	North-West	8 Henry Crescent, Seaford 3198	To construct one (1) double storey dwelling to the rear of the existing dwelling (two (2) dwellings on a lot) in a General Residential Zone (GRZ) and to construct a building and construct and carry out works in a Special Building Overlay (SBO).	28/03/2022

Town Planning Applications – Direction To Advertise Issued August 2022				
<u>Application No</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Application Date</u>
306/2022/P	North-West	7 Railway Parade, Seaford 3198	To construct two (2) double storey dwellings on a lot in a General Residential Zone (GRZ).	5/05/2022
336/2022/P	North-West	71 Maple Street, Seaford 3198	To construct one (1) double storey dwelling to the rear of the existing dwelling (for a total of two (2) dwellings) on a lot in a General Residential Zone (GRZ).	17/05/2022
358/2022/P	North-West	224 Cranbourne Road, Frankston 3199	To erect and display promotion signage in a General Residential Zone (GRZ).	24/05/2022
359/2022/P	North-West	56 Kareela Road, Frankston 3199	To construct two (2) double storey dwellings on a lot in a General Residential Zone (GRZ).	24/05/2022
361/2022/P	North-West	22 Talara Court, Frankston 3199	To construct three (3) double storey dwellings on a lot in a General Residential Zone (GRZ).	24/05/2022
410/2022/P	North-West	2A Plantation Avenue, Frankston North 3200	To construct a single storey dwelling on a lot less than 300 square metres in a General Residential Zone (GRZ)	20/06/2022
429/2022/P	North-West	11 Beckwith Grove, Seaford 3198	To construct an extension to an existing dwelling on a lot less than 300 square metres in a General Residential Zone - Schedule 3 (GRZ3).	27/06/2022
252/2017/P/C	North-West	33 Royle Street, Frankston 3199	Section 72 - To construct one (1) double storey dwelling to the rear of the existing dwelling (two (2) dwellings). Amend the permit by; 1. Amending plans endorsed under the permit to alter the footprint and setback to the south boundary for Dwelling 2. 2. Changes to internal layout and window locations for Dwelling 2.	11/07/2022

Town Planning Applications – Direction To Advertise Issued August 2022				
Application No	Ward	Property Address	Application Description	Application Date
333/2020/P/A	North-West	4 Raymond Avenue, Frankston 3199	Section 72 - To construct two (2) double storey dwellings on a lot in a General Residential Zone (GRZ) Amendments: - To subdivide the land into two (2) lots - To remove easement E-1 - Amended dwelling design	19/07/2022
47/2022/P	South	16 McComb Boulevard, Frankston South 3199	To construct an extension to an existing dwelling in a Design and Development Overlay Schedule 9 (DDO9). To remove a substantial tree and construct a front fence in a Significant Landscape Overlay Schedule 4 (SLO4).	3/02/2022
59/2022/P	South	65 Frankston-Flinders Road, Frankston 3199	To construct four (4) double storey dwellings in a General Residential Zone (GRZ) and to create access to a road in a Transport Zone 2.	7/02/2022
120/2022/P	South	10 Frome Avenue, Frankston 3199	To construct three (3) double storey dwellings in a General Residential Zone (GRZ).	1/03/2022
254/2022/P	South	17 Nareen Court, Frankston South 3199	To construct buildings and works to an existing dwelling in a Design and Development Overlay (DDO9).	6/04/2022
226/2022/P	South	139A Fleetwood Crescent, Frankston South 3199	1. To construct an extension to an existing dwelling (including a third storey) in a Design and Development Overlay Schedule 9 (DDO9); and 2. To construct a front fence in a Significant Landscape Overlay Schedule 4 (SLO4).	8/04/2022
252/2022/P	South	1 Knott Court, Langwarrin 3910	To construct one (1) double storey dwelling to the rear of the existing dwelling (for a total of two (2) dwellings) on a lot in a General Residential Zone (R1Z).	19/04/2022
283/2022/P	South	33 Scoble Street, Frankston South 3199	To construct an extension to an existing dwelling in a Design and Development Overlay Schedule 9 (DDO9).	29/04/2022

Town Planning Applications – Direction To Advertise Issued August 2022				
<u>Application No</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Application Date</u>
295/2022/P	South	163 North Road, Langwarrin 3910	To construct two (2) double storey dwellings in a General Residential Zone (GRZ).	3/05/2022
60/2021/P/C	South	93A Fleetwood Crescent, Frankston South 3199	Section 72 - To construct one (1) double storey dwelling in a Design and Development Overlay Schedule 8 (DDO8) and to construct buildings and works within the Tree Protection Zone of substantial trees in a Significant Landscape Overlay Schedule 4 (SLO4).	5/05/2022
331/2022/P	South	108 Sycamore Road, Frankston South 3199	To construct an extension to an existing dwelling in a Design and Development Overlay Schedule 9 (DDO9) and to construct buildings and works in the tree protection zone of a substantial tree in a Significant Landscape Overlay Schedule 4 (SLO4).	17/05/2022
346/2022/P	South	21 Jamieson Court, Langwarrin 3910	To construct an outbuilding in a Design and Development Overlay Schedule 4 (DDO4) and a Bushfire Management Overlay (BMO).	22/05/2022
370/2022/P	South	45 Humphries Road, Frankston South 3199	To vary the Restrictive Covenant (A345169) contained in Instrument of Transfer 346484 by replacing the words: 'other than one dwelling house only with the usual outbuildings and fences and that such dwelling house exclusive of outbuildings and fencing will not cost less than three hundred and ninety pounds' with 'other than two dwelling houses and usual outbuildings and fences and that such dwelling houses exclusive of outbuildings and fencing will not cost less than three hundred and ninety pounds'	31/05/2022

Town Planning Applications – Direction To Advertise Issued August 2022				
Application No	Ward	Property Address	Application Description	Application Date
229/2018/P/F	South	40-46 McMahon's Road, Frankston 3199	<p>Section 72 - Use and development of the land for a convenience shop and associated works to the existing car park to an existing service station.</p> <p>To amend the permit by:</p> <ul style="list-style-type: none"> - Considering amended plans. - The addition of a building to be used as a shop. 	30/06/2022
931/2004/P/E	South	Shop 5/Ground Flr 27 Wells Street, Frankston 3199	<p>Section 72 - The use of tenancy G05 and G06 for an indoor Recreation Facility, under an On-Premises Licence.</p> <p>Amendment: To amend the red line area where liquor is allowed to be consumed and sold to tenancy G05 (Strike Bowling).</p>	8/07/2022

Legend

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

Progress Report – Current VCAT Appeals August 2022									
<u>Appeal No</u>	<u>Application Number</u>	<u>Address</u>	<u>Proposal</u>	<u>Lodged at VCAT</u>	<u>Council Decision</u>	<u>Appeal Type</u>	<u>Date of Appeal</u>	<u>VCAT Decision</u>	<u>Date of VCAT Decision</u>
P11326/2021	231/2021/P	6 East Road Seaford	To construct three (3) double storey dwellings and one (1) single storey dwelling (four (4) dwellings) on a lot in a General Residential Zone (GRZ)		Refusal	Refusal	25/10/2022	-	-
P129/2022	3/2021/COMP	620 McClelland Drive Langwarrin	Certificate of Compliance		Refusal	Refusal	30/08/2022	-	-
P233/2022	246/2021/P	2 The Spur Frankston South	To subdivide the land into two (2) lots in a General Residential Zone (GRZ), to construct works within the Tree Protection Zone of a Substantial tree in a Significant Landscape Overlay Schedule 6 (SLO6) and to remove substantial trees in a Significant Landscape Overlay Schedule 6 (SLO6)		NOD	Objector	2/11/2022	-	-
P363/2022	375/2021/P	774 Frankston Dandenong Road Carrum Downs	To re-subdivide the land into two (2) lots in a Green Wedge Zone (GWZ) and Environmental Significance Overlay Schedule 2 (ESO2) To undertake works within the tree protection zone of substantial trees in a Significant Landscape Overlay Schedule 2 (SLO2) To create access to a Transport Zone 2 and to subdivide land adjacent to a Transport Zone 2		Refusal	Refusal	18/11/2022	-	-

Progress Report – Current VCAT Appeals August 2022									
<u>Appeal No</u>	<u>Application Number</u>	<u>Address</u>	<u>Proposal</u>	<u>Lodged at VCAT</u>	<u>Council Decision</u>	<u>Appeal Type</u>	<u>Date of Appeal</u>	<u>VCAT Decision</u>	<u>Date of VCAT Decision</u>
P324/2022	167/2021/P	92 Cadles Road Carrum Downs	To construct twenty two (22) dwellings on a lot in a General Residential Zone (GRZ) and to remove native vegetation under Clause 52.17 Native Vegetation of the Frankston Planning Scheme		Refusal	Refusal	20- 21/12/2022	-	-
P786/2022	132/2022/P	5 Hannah Street, Seaford	To construct two (2) double storey dwellings in a General Residential Zone and a Special Building Overlay (SBO)	28/06/2022	Permit	Against the conditions	15/09/2022	-	-
P940/2022	606/2021/P	24 Wakefield Avenue Frankston South	To construct one (1) double storey dwelling and domestic swimming pool in a Design and Development Overlay Schedule 9 (DDO9) To construct works within the Tree Protection Zone of a substantial tree in a Significant Landscape Overlay Schedule 4 (SLO4)	1/08/2022	Permit	Against the conditions	16/11/2022	-	-

Executive Summary

11.2 Draft Frankston Metropolitan Activity Centre Structure Plan

Enquiries: (Brooke Whatmough: Communities)

Council Plan

- | | |
|----------|---|
| Level 1: | 4. Well Planned and Liveable City |
| Level 2: | 4.1 Integrate land use planning and revitalise and protect the identity and character of the City |

Purpose

For Council to adopt the *draft Frankston Metropolitan Activity Centre Structure Plan – October 2022*, note the background reports that underpin this work and endorse associated community engagement program.

Recommendation (Director Communities)

That Council:

1. Adopts the *draft Frankston Metropolitan Activity Centre Structure Plan – October 2022*;
2. Notes the background reports that underpin the *draft Frankston Metropolitan Activity Centre Structure Plan – October 2022*;
3. Notes that work has commenced investigating opportunities to leverage Council's current landholdings within the Frankston Metropolitan Activity Centre to attract and enable investment in civic, community and commercial projects;
4. Commits now an additional staffing position in the 2022/23 budget which will be accommodated in the Mid-Year Budget and is intended to facilitate and advocate for public and private investment in projects that support the place making and urban revitalisation initiatives identified in the *Frankston Metropolitan Activity Centre Structure Plan – October 2022*, once adopted; and
5. Supports the next steps involving community engagement on the draft Plan, which will return to Council for further consideration in 2023.

Key Points / Issues

- From 1 April to 30 May 2022, community consultation was undertaken on the *Frankston Metropolitan Activity Centre Structure Plan – Emerging Ideas Paper* (April 2022) as Stage 1 in developing a Structure Plan for our City Centre.
- A total of seventeen (17) written submissions were received and a report was presented to Council at the 27 July 2022 Council Meeting outlining the community consultation process and the written submissions.
- At the 27 July 2022 Council Meeting, ten (10) of those submitters provided Council with verbal submissions.
- Both the written and verbal feedback received as part of the Emerging Ideas consultation process, have informed, and been considered in the preparation of the *draft Frankston Metropolitan Activity Centre Structure Plan – October 2022* (the draft Structure Plan) which was presented to Council at the 22 August 2022 Council Briefing.
- The draft Structure Plan outlines a vision for the City Centre with a decreased and more refined overall boundary taking into consideration State Government Planning Practice Notes, road and rail infrastructure, the implementation of the Activity Centre Zone (ACZ) and other strategic planning work being undertaken.

11.2 Draft Frankston Metropolitan Activity Centre Structure Plan**Executive Summary**

- This vision is underpinned by the four (4) overarching themes of Land Use, Built Form and Development, Public Realm and Movement and Transport.
- The themes inform six (6) Precincts which provide objectives, requirements and guidelines for specific areas within the City Centre, providing more guidance and clarity in terms of land use, built form and preferred heights.
- A key difference between the 2015 Structure Plan and the draft Structure Plan is the creation of Precinct 4 – Waterfront. This precinct encompasses all of the properties fronting Kananook Creek and seeks to connect the City Centre with the Foreshore and Kananook Creek.
- Additional changes include the deletion of a number of peripheral precincts including the removal of the Power Centre site, Monash University and the Frankston Hospital.
- The vision is generally consistent with the 2015 Structure Plan, but has been amended to include the recently adopted Community Vision and feedback received during the Emerging Ideas consultation.
- The draft Structure Plan will be tested and explored with the community during consultation which will run from 31 October 2022 to 12 December 2022.
- Officers have commenced an exciting piece of work, investigating opportunities to leverage Council's current landholdings within the Frankston Metropolitan Activity Centre, to provide greater benefit beyond the provision of standard Council services. Progressing this work will attract and enable investment in civic, community and commercial projects, and presents an opportunity for innovation and progress towards implementation of the Vision of the draft Structure Plan. The objective of this work is to balance social and community objectives with value for money outcomes, and would require Council to potentially play a greater role in the development of land, realised by taking a mature approach to understanding and mitigating any risk that comes with this. Further information on this work will be presented to Council in due course.
- To support this work, an additional FTE (up to Band 8) is required to facilitate and advocate for public and private investment in development opportunities, as well as identifying and coordinating projects that will harness the strategic use of Council-owned land. This will support the delivery of the place making and urban revitalisation initiatives identified in the draft Structure Plan.
- This role will be highly experienced with extensive industry networks and will drive the vision and strategic direction with the support of Council's Property Unit. Recruitment for this role will commence this financial year. There will be an addition to the labour cost for 2022/23 and onward.

Financial Impact

There are financial costs, however, these costs can be accommodated within existing budgets.

Consultation**1. External Stakeholders**

An extensive community engagement program will run from Monday 31 October 2022 to Monday 12 December 2022, facilitated by Capire Consulting Group.

11.2 Draft Frankston Metropolitan Activity Centre Structure Plan**Executive Summary**

Face to face/facilitated engagement will occur during the month of November and consist of (but not limited to) the following:

- Pop up's;
- Facilitated workshops with youth, community, key stakeholders, developers, a number of community groups and State Agencies;
- Information stalls (where possible) at Council and community events; and
- Walking tours to key locations within the City Centre.

Online / media engagement will occur during the entire program utilising a range of methods and existing networks.

An extensive database has been developed from the consultation undertaken as part of the Emerging Ideas stage and these people will be notified directly as well as a postcard sent to all owners and occupiers within and adjacent to the boundary of the Structure Plan.

2. Other Stakeholders

There are a wide range of stakeholders across the organisation that are consulted on a regular basis regarding the various elements of this work. A facilitated workshop with internal key stakeholders will be held during the consultation period

Analysis (Environmental / Economic / Social Implications)

The preparation of the draft Structure Plan provides a detailed overview of a revised framework for the City Centre by taking a detailed precinct level approach and it will provide a level of certainty about how the City Centre should develop now and into the future. This framework aims to encourage investment and revitalisation which will have a number of positive environmental, economic and social impacts not only for the City Centre, but for the municipality.

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 draft Structure Plan has been developed in accordance with the relevant Planning Practice Notes and the consultation phase will be undertaken in accordance with the *Planning and Environment Act 1987* (the Act) to ensure that the work completed does not prejudice the future Planning Scheme Amendment.

Policy Impacts

Since the adoption of the Structure Plan in 2015, the State Government has updated its Metropolitan Planning Policy, *Plan Melbourne 2017-2050* (Plan Melbourne) which identifies the City Centre as one of the eleven (11) Metropolitan Activity Centres (MAC).

The State Government has also prepared a number of Planning Practice Notes to guide the development of structure plans and their implementation. These practice notes underpin the preparation of this document and the consultation phase will be undertaken in accordance with the Act to ensure that the work completed does not prejudice the future Planning Scheme Amendment.

11.2 Draft Frankston Metropolitan Activity Centre Structure Plan**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

Planning Scheme Amendment (which sought to implement the 2015 Structure Plan into the Frankston Planning Scheme through the application of the ACZ) C123 lapsed for two (2) reasons. These being:

1. The technical language used in Council's resolution on the Amendment which specifically, that Council 'Approved' the Amendment, instead Council needed to use the word 'Adopt' to meet the requirements of the Act.
2. Non-compliance with Section 31 (1) of the Act which related to the changes made at the 3 April 2018 Council meeting.

With regard to Point 2 (above), one of these changes was to make mandatory a 20m building height for the properties that fronted Kananook Creek and along the Boulevard and Promenade. The State Government's view was that this change was not strategically justified and did not meet the objectives of the MAC as identified in *Plan Melbourne*.

It is anticipated that certain objectives of the draft Structure Plan will be controversial, particularly in terms of proposed building heights. It is not unusual for proposed increases in building height to be a contentious matter, as it signals a significant departure from the built form that currently exists and seeks to change the existing character of an area.

Given this officers have commissioned rigorous testing and analysis of built form outcomes for all of the areas within the draft Structure Plan boundary to ensure that the outcomes are well justified, the directions of the draft Structure Plan are realised and high quality public realm outcomes are achieved (particularly solar access). In addition, an attempt has been made to balance the needs of the community with development outcomes and the need to meet the State Government requirements of a MAC.

The draft Structure Plan has been prepared in accordance with the relevant Planning Practice Notes and Council officers have been meeting regularly and working closely with planning officers from the Department of Environment, Land Water and Planning (DELWP) to minimise and mitigate any potential risks to achieving Authorisation for the future Planning Scheme Amendment.

Conclusion

The *draft Frankston Metropolitan Activity Centre Structure Plan – October 2022* builds on the 2015 Structure Plan, a range of technical background reports, the *Frankston Metropolitan Activity Centre Structure Plan – Emerging Ideas Paper (April 2022)* and its associated consultation.

It provides a detailed precinct-level approach to guide decision making on use and development within the City Centre and affords Council the opportunity to test the detailed objectives, requirements and guidelines with the community and key stakeholders during the community engagement process from 31 October to 12 December 2022.

11.2 Draft Frankston Metropolitan Activity Centre Structure Plan**Executive Summary**

ATTACHMENTS

- Attachment A: ➡ FMAC Structure Plan - Transport and Movement Assessment and Analysis (June 2022) Institute of Sensible Transport (*Under Separate Cover*)
- Attachment B: ➡ Frankston MAC Structure Plan: Economic Assessment and Land Use Capacity (August 2022) SGS Economics (*Under Separate Cover*)
- Attachment C: ➡ Kananook Creek Built Form Review (September 2022) - TRACT (*Under Separate Cover*)
- Attachment D: ➡ Planning and Urban Design Assessment (September 2022) TRACT (*Under Separate Cover*)
- Attachment E: ➡ Draft Frankston Metropolitan Activity Centre Structure Plan (October 2022) TRACT (*Under Separate Cover*)

**11.2 Draft Frankston Metropolitan Activity Centre Structure Plan
Officers' Assessment****Background**

- **2015 Structure Plan**

In 2015, Council prepared the *Frankston Metropolitan Activity Centre Structure Plan - May 2015* which was partially implemented into the Frankston Planning Scheme through Planning Scheme Amendment C124, introducing planning controls on the periphery of the FMAC (Precincts 4, 5, 6, 7, 8 and 9).

In 2016, Planning Scheme Amendment C123 was exhibited, proposing to implement the vision and objectives of the 2015 Structure Plan as it related to the city centre (Precincts 1, 2, 3 and 11), predominantly through the implementation of the Activity Centre Zone (ACZ).

At the 3 April 2018 Ordinary Meeting, Council made a number of resolutions in relation to Amendment C123, the Panel and the *FMAC Illustrative Guidelines – Neighbourhood Character & Urban Design Outcomes for Precincts 1A and 1B (2017)*.

One of these resolutions was to make *mandatory a maximum building height of 20 metres to apply to that part of Precinct 1(b) between the Nepean Highway and Kananook Creek*.

Subsequently, the Amendment was lodged with the Minister for Planning for approval, however, the validity of the Amendment was challenged at the Victorian Civil and Administrative Tribunal (VCAT).

The outcome of the hearing was that VCAT determined that Planning Scheme Amendment C123 had lapsed for the reasons outlined in the Tribunal order issued on 31 October 2019 (*Steller 250 Pty Ltd v Frankston City Council [P2368] VCAT 2018*), for failing to comply with various Sections of the Act.

The lapsing of Amendment C123 has left the City Centre without tailored planning controls which results in a level of uncertainty for the community, investors, developers and Council.

- **Refreshed Structure Plan**

In order to resolve this, four (4) options were put forward to Council in order to implement planning controls into the Planning Scheme for the City Centre. Council resolved to undertake a review and refresh of the *Frankston Metropolitan Activity Centre Structure Plan (May 2015)* – Precincts 1, 2, 3 and 11.

Tract Consultants were engaged to undertake the development of the Emerging Ideas Paper, the draft and the final Structure Plan.

- **Emerging Ideas Paper**

Community consultation on the *Frankston Metropolitan Activity Centre Structure Plan – Emerging Ideas Paper - April 2022* was undertaken from 1 April to 30 May 2022. During this time (through a range of engagement activities) 856 comments were received and the process concluded with a total of seventeen (17) written submissions.

Of the 17 submissions received:

- Seven (7) were in support;
- Two (2) were in support with changes; and
- Eight (8) did not support (based on currently proposed building heights and a desire for more car parking).

**11.2 Draft Frankston Metropolitan Activity Centre Structure Plan
Officers' Assessment**

A report was presented at the July 2022 Council Meeting outlining the community consultation process and the written submissions received. At that meeting, ten (10) of those submitters provided Council with verbal submissions.

The written and verbal feedback received as part of the Emerging Ideas consultation process has informed, and been considered, in the preparation of the draft Structure Plan.

Issues and Discussion

Plan Melbourne outlines that MACs are higher order centres that are intended to provide a diverse range of jobs, activities and housing for regional catchments that are well served by public transport. These centres play a major service delivery role, including government health, justice and education services, as well as retail and commercial opportunities.

These centres are Box Hill, Broadmeadows, Dandenong, Epping, Footscray, Fountain Gate-Narre Warren, Frankston, Lockerbie, Ringwood, Sunshine and Toolern.

The 2015 Structure Plan was prepared prior to the preparation of *Plan Melbourne* and a number of Planning Practice Notes, however, it did provide a range of built form recommendations. These recommendations were never fully implemented into the Frankston Planning Scheme because of the lapsing of Amendment C123 (outlined earlier in this report). This has left the City Centre without contemporary and effective planning controls.

Council is currently experiencing a high level of developer interest with a number of development applications within the City Centre. Without clear planning controls or guidelines in place, it is difficult for Council to achieve the exemplary, high quality built form outcomes that are expected for development sites located within a Major Activity Centre. This has an additional impact of a lack of certainty for investors.

With consideration of the above, the adoption of the draft Structure Plan is a key step in developing planning controls to guide the use and development of the City Centre.

Options Available including Financial Implications

There are no financial implications associated with the report.

Executive Summary

12.1 Council Resolution Status Update for 24 October 2022

Enquiries: (Brianna Alcock: Corporate and Commercial Services)

Council Plan

- | | |
|----------|--|
| Level 1: | 6. Progressive and Engaged City |
| Level 2: | 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 update and brief Council on the current status of resolutions.

Recommendation (Director Corporate and Commercial Services)

That Council:

1. Receives the Notice of Motion Report for 24 October 2022;
2. Receives the Urgent Business Status Update for 24 October 2022;
3. Notes there are no Notice of Motion actions that have been reported as being complete;
4. Notes, since the Council Meeting held on 3 October 2022, 3 resolutions have been completed, as listed in the body of the report; and
5. Resolves for Attachment D to remain confidential indefinitely on the grounds that it includes confidential meeting information, being the records of meetings closed to the public under section 66(2)(a) (*Local Government Act 2020, s.3(1)(h)*). These grounds apply because the information concerns updates on resolutions made by Council in meetings closed to the public and would, if prematurely released, impact on Council's ability to properly perform its functions.

Key Points / Issues

- At its meeting on 19 December 2016, Council resolved that:
"That the Chief Executive Officer is directed to provide regular updates to Council on the progress or status of Council's resolutions resulting from Notices of Motion raised by Councillors. In order to facilitate this, a brief progress report (detailing the status of each outstanding resolution) is required to be presented to Council at each of its Ordinary Meetings in future commencing with Ordinary Meeting 296 (scheduled for the 30 January 2017)."
- Additionally, at its meeting on 22 July 2019, Council resolved that:
*"4. a) Includes in the attached monthly report (Notice of Motion Cost Summary), the number of Urgent business items per councillor
b) Includes the updates of the status of Urgent Business items in the attached monthly report (Notice of Motion Report)"*
- The Notice of Motion Report for 24 October 2022 is attached (Attachment B) and will continue to be updated and reported at each Council Meeting. Note there are no items listed under confidential, as such this report has not been attached.
- The Urgent Business Status Update report is attached (Attachment C) for 24 October 2022, and will continue to be reported at each Council Meeting.
- There are no Notice of Motion actions that have been reported as complete.

12.1 Council Resolution Status Update for 24 October 2022**Executive Summary**

- Since 2022/CM14 on 3 October 2022, the following 3 resolution actions have been reported as 'complete'. A detailed report has been provided in Attachment D (*CONFIDENTIAL*).
 - Frankston Arts Advisory Committee – Report
 - Statutory Planning Progress Report - July 2022
 - Contract CN2436 (FCC - CN10303) - Minor Civil Contractors Panel - Removal of Threshold Value Cap on Individual Projects

Financial Impact

There are no financial implications associated with this report.

Consultation**1. External Stakeholders**

Nil.

2. Other Stakeholders

Nil.

Analysis (Environmental / Economic / Social Implications)

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

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

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

Legal

There are no legal implications associated with this report.

Policy Impacts

There is no impact on Council policies.

Officer's Declaration of Interests

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

Risk Mitigation

There are no risks identified with this report.

Conclusion

The purpose of this report is to brief and update Council on the implementation and status of resolutions including Notices of Motion and Urgent Business items. Council Officers are continuously working to implement a range of Council resolutions and in addition to noting the work completed.

12.1 Council Resolution Status Update for 24 October 2022**Executive Summary**

ATTACHMENTS

- Attachment A: [!\[\]\(7a8011739ec4e250e2f89a547d75fb0a_img.jpg\)](#) Cost Summary
- Attachment B: [!\[\]\(07dce76283bf618e2364d95ae0021e26_img.jpg\)](#) Notice of Motion Status Update
- Attachment C: [!\[\]\(44ee86b940d3a0ca166486da8985875e_img.jpg\)](#) Urgent Business
- Attachment D: Closed and Completed Actions - **CONFIDENTIAL**

Notice of Motion Report - 2022 - CM15 - for the 24 October Council Meeting (A4778797).XLSX

Notice of Motions Estimated Costs By Councillor 2020 - 2024 Term

Councillor	Number	Primary Cost	Ongoing Cost	Outcome Cost	Urgent Business
Cr David Asker	0	\$0	\$0	\$0	1
Cr Sue Baker	2	\$0	\$0	\$0	3
Cr Kris Bolam	5	\$6,000	\$0	\$0	0
Cr Nathan Conroy	0	\$0	\$0	\$0	0
Cr Claire Harvey	2	\$7,155	\$0	\$0	2
Cr Brad Hill	3	\$0	\$0	\$0	0
Cr Liam Hughes	2	\$0	\$0	\$0	1
Cr Steven Hughes	2	\$0	\$0	\$0	0
Cr Suzetter Tayler	1	\$0	\$0	\$0	1
TOTAL	16	\$ 13,155	\$ -	\$ -	8

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

Item 12.1 Attachment B: Notice of Motion Status Update

Notice of Motion Report - 2022 - CM15 - for the 24 October Council Meeting (A4778797).xlsx

Meeting Date	Item No	NOM Title and Councilor	Council Resolution	Responsibility	Comments	Cost Summary
20-Sep-21	14.1	2021/NOM8 - Humanitarian Support for Fiji Cr Bolam	<p>Council Decision; Moved: Councillor Bolam Seconded: Councillor Baker That Council:</p> <ol style="list-style-type: none"> Notes the letter from the Victorian Multicultural Sports Association seeking a \$30,000 contribution from Council for humanitarian support in Fiji; Notes that Frankston and Suva (Fiji) have provisionally agreed to form a Friendship City relationship; Given Suva (Fiji) is Frankston's geographically closest 'Sister City' / 'Friendship City', this agreement is to be formally upgraded to a 'Sister City' relationship, pending advice from Sister Cities Australia; Notes the letter of appreciation from the Fijian Government's Minister for Local Government, Housing and Community Development, in appreciation for the \$5500 donation for the delivery of hospital beds to Fiji to assist with their response to the second wave of the COVID-19 pandemic; Acknowledges the relationships and contribution of the Fijian community to the diversity in Frankston and notes the impact of the pandemic on our Pacific neighbours; Supports the facilitation of this humanitarian initiative under the stewardship of the Mayor to work with Rotary Club of Frankston Sunrise (who have deductible gift recipient status) to receive all goods and donations with respect to the humanitarian aid relating to the Fijian community; Notes the Mayor has driven a community stewardship campaign for donations. \$8,400 has been raised in the past two weeks to provide sanitary products for women and baby products for newborns, together with donations of children's clothing, sanitiser and PPE. This includes: <ul style="list-style-type: none"> • Coles Karingal - \$100 gift card; • Woolworths Karingal - \$100 gift card; • Woolworths Frankston - \$100 gift card; • Chisholm Frankston - \$1000 cash donation; • DC Urban - \$1000 cash donation; • St Kilda Football Club - \$1000 cash donation; • Rotary Frankston - \$1000 cash donation; • Rotary Sunrise - \$1000 cash donation; • Rotary 2.0 - \$1000 cash donation; • Private resident - \$500 cash donation; • Private resident - \$800 cash donation; • Monash University - \$800 cash donation In this time, the following businesses have also provided, in writing, commitments for discounts and/or additional stock upon purchase to assist in the relief effort: <ul style="list-style-type: none"> • Target Frankston – bulk discount; • Ulbra (Aaleo Care) – bulk discount; • Australian Dairy Park, Carrum Downs – excess product/aid; • Golden Fields Nutrition, Dandenong – excess product/aid; • Kellogg's – volunteered pallets of infant breakfast cereal; • Community Support Frankston – volunteered pallets of sanitiser That formal letters of thanks be sent to the aforementioned donors; Supports a Council donation of \$6000 to the Rotary Club of Frankston Sunrise towards the shipping of humanitarian aid to Fiji (\$5599), and product/aid (\$401); Funds the humanitarian aid from the Mayor's Event Budget that was initially allocated to fund the "COVID Hero's" Appreciation Event, but is no longer proceeding due to restrictions on mass gatherings; Writes to the Hon. Frank Bainimarama, the Prime Minister of Fiji, the Hon. Premila Kumar, the Local Government Minister Fiji, the Fijian High Commissioner to Australia His Excellency Luke Daunialu and the Australian High Commissioner to Fiji, His Excellency Mr John Feehan; to advise of Council's decision and note the total donation of \$14,400 (comprising \$8,400 community donations and \$6000 Frankston City Council donation) plus donated wholesale product/aid that comfortably represents an overall charitable effort surpassing \$15,000. <p>Carried</p>	Fiona McQueen	19 Sep 2022 In progress. MOU still awaiting approval from Fiji.	Council donation of \$6000 to the Rotary Club of Frankston Sunrise towards the shipping of humanitarian aid to Fiji (\$5599), and product/aid (\$401).
11-Jul-22	14.1	2022/NOM8 - Outreach Support Service Cr Bolam	<p>Council Decision Moved: Councillor Bolam Seconded: Councillor Hill That Council:</p> <ol style="list-style-type: none"> Acknowledges the work currently being undertaken by organisation/s to provide an outreach service to rough sleepers, whereby contact with the rough sleeper is made within 24 hours of a referral where possible and, Requires a report to be provided at the September 2022 Council Meeting exploring a formalised service agreement with a suitably qualified localised outreach provider to undertake referral advocacy, throughout the municipality, to assist those without a permanent place of abode. <p>The service guarantee is to focus on a prescribed minimum response time (i.e. twenty-four hours) upon the outreach provider being notified of new clients/rough sleepers by the Frankston City Council.</p> <p>Following the initial interaction with new clients/rough sleepers, the service provider is to:</p> <ol style="list-style-type: none"> Make clients aware of local and regional support agencies insofar uplift and direct support; Collaborate with local and regional support services on behalf of clients and their needs; and Conduct ongoing wellbeing audits of clients/rough sleepers, as commissioned by the Frankston City Council. <p>Carried Unanimously</p>	Brooke Whatmough	11 Oct 2022 Action reassigned to Whatmough, Brooke by Selvaraja, Sherin - Reallocated for Acting Manager	
15-Aug-22	14.1	2022/NOM9 - Nature Strip Guidelines Cr Baker	<p>Council Decision Moved: Councillor Baker Seconded: Councillor Harvey That Council seeks a report to the October 2022 Council meeting on the 'Nature strip planting guidelines (DRAFT)', updated in 2021, to address current controls and compliance with Frankston City Council requirements and Local Laws in relation to planting on nature strips.</p> <p>Carried Unanimously</p>	Brooke Whatmough	11 Oct 2022 Action reassigned to Whatmough, Brooke by Selvaraja, Sherin - Reallocated for Acting Manager	
3-Oct-22	14.1	2022/NOM10 - Letter Under Seal Cr Harvey	<p>Council Decision Moved: Councillor Harvey Seconded: Councillor Baker That a letter-under-seal is to be awarded to Helena Blomeley for her tireless work to help homeless and disadvantaged people reconnect with the community. Council notes that Helena has recently decided to end her charity organisation – Donation Chain.</p> <p>Given the nature of the work that she has performed in a volunteer capacity – notably, providing showers at the Frankston Comfort Station to people experiencing homelessness so that they may bathe in a hygienically maintained environment and be provided with fresh towels and toiletries and sanitary products – Council is to formally recognise Helena's dedication to the Frankston community.</p> <p>Carried Unanimously</p>	Angela Hughes	12 Oct 2022 Letter would be prepared for Mayor's signature	

Notice of Motion Report - 2022 - CM15 - for the 24 October Council Meeting (A4778797).XLSX

Urgent Business				
Meeting Date	Urgent Business Title and Councillor	Council Resolution	Responsibility	Comments
15-Nov-21	Response to Urgent Business - Disposal of Tree Debris following severe weather event Cllr Harvey	Moved: Councillor Harvey Seconded: Councillor Baker That Council supports further detailed costings to be obtained for providing a dedicated booked green waste kerbside collection service, available for residents after severe weather events, to be considered during the 2022-23 annual budget process. Carried Unanimously	Bruce Howden	10 Oct 2022 2:32pm Jernach, Jim A service initiative and estimated costings was provided at the Councillor Planning workshop in April 2022 to consider a dedicated booked green waste kerbside collection service, available for residents after severe weather events. The initiative was voted down by the majority of Councillors and was not included in the draft 2022-23 annual budget. There was an understanding that officers would further discuss with the current Mayor and investigate if there were any viable options to meet the intent of the Urgent Business item. Officers met with the Mayor to investigate a potential solution. Council does not own a suitable location within the municipality to stockpile, process and dispose of tree branches and stumps. There is no free options available for residents who have the means, to transport tree branches and stumps to another location. Contractors in the municipality do not have a suitable depot to provide this service due to a number of associated risks including contaminated debris, lack of resources and the option is not commercially viable. Officers contacted Morangton Peninsula Shire Council to clarify how they process green waste generated from their community. All green waste is either transferred from their transfer station or household kerbside green waste bins to the same processing facility (Deenaway Bardenong) that Frankston Council uses to be processed into compost (no mulch being carried out). Green waste collections do increase the rapidly expanding ROGO processing volume in the SE region. Council officers are currently working with the Metro Group to explore ways to avoid any future capacity limitations, requiring vehicles being redirected to alternative processing locations. A letter has been sent to MFSC to explore a collaborative solution, no response has been received to date. Followed up early October and relevant MFSC officers had not received the letter.
3-Oct-22	Urgent Business - Councillor Conduct Panel against Cllr Steven Hughes	Council Decision Moved: Councillor Hill Seconded: Councillor Baker That Council: 1. Resolves to make an application under section 154 of the Local Government Act, 2020 for a Councillor Conduct Panel to make a finding of serious misconduct against Councillor Steven Hughes; and 2. Appoints Councillor Conroy (or, if he ceases to be Mayor following the next Mayoral election, the Councillor who has been elected Mayor) to be its representative in respect of the Councillor Conduct Panel Application and to finalise the Councillor Conduct Panel Application. Carried	Brianne Alcock	

Executive Summary**12.2 Chief Executive Officer's Quarterly report - July - September 2022 period**

Enquiries: (Phil Cantillon: Chief Executive Office)

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

Recommendation (Chief Executive Officer)

That Council:

1. Notes the Chief Executive Officer's Report;
2. Notes the 'public' version of the Chief Executive Officer's Quarterly Report for the period July to September 2022 (attachment A), which will be made available after this meeting through Council's website;
3. Notes updates have been provided within this report relating to recommendations adopted at Council on 26 April 2022 and 25 July 2022, including those relating to the COVID-19 recovery; and
4. Resolves for attachment B (Confidential Chief Executive Officer's report for July to September 2022 period) to 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), (i), (j) and (h) and would, if prematurely released impact on Council's reputation and ability to properly perform its functions.

Background

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

Council at its meeting held 26 April 2022 adopted three additional recommendations and at its meeting held on 25 July 2022 also adopted three additional recommendations separate to the standard recommendations relating to this report. The adopted recommendations are listed below with an update on each item.

Update on 26 April 2022 additional recommendations

Seeks for a report to be provided at the December 2022 Council Meeting with an update on the Draft Ballam Park Masterplan, including the following considerations:

- *Improvements to the Cranbourne Road Retaining Wall;*
- *New lighting to the Play Precinct;*
- *Car park, lighting and greening improvements to the athletics precinct;*
- *New Cultural History Trail, including sister cities reference;*
- *New Park Wayfinding including a new Illuminated timber Gateway entry sign.*

12.2 Chief Executive Officer's Quarterly report - July - September 2022 period**Executive Summary**

The Ballam Park Master Plan is programmed for 22/23 and the items outlined by Council will be considered and brought back to Council as requested.

Seeks for a report to be provided at the June 2022 Council Meeting on the following unnamed locations with a view to honouring local historical and/or Indigenous luminaries:

- *Beauty Park Pond;*
- *Ballam Park Water Pond 3x (to-be-developed);*
- *Wedge Road reserve;*
- *Any other locations of interest not presently formally named;*

Work was undertaken to consider formal naming of unnamed locations on the following possible project works; Beauty Park Pond; Ballam Park Water Pond 3x (to-be-developed); and Wedge Road reserve. The report was considered on 15 August 2022 and Council resolved the following:

1. Notes, as a naming authority, Council must adhere to the mandatory Naming Rules for places in Victoria, statutory requirements for naming roads, features and locations – 2022 and Council's Road Locality and Feature Naming Policy;
2. Notes a register that identifies potential names within each ward currently exists. These names include fauna, flora, veterans, past Mayors, and persons having made a significant contribution to the community. This register can be expanded to include other themes or names;
3. Notes names from this register is considered after appropriate checks and consultation with stakeholders are completed by officers in accordance with the relevant legislation and Council policies; and
4. Notes officers have investigated the below features for potential naming in-line with honouring local historical and/or indigenous luminaries:

a. **Beauty Park Pond (the lake in Beauty Park)**

A suitable feature to be formally named, is commonly referred to as Beauty Park Lake, this name would be supported by GNV, naming of the lake with an indigenous name would also be supported. Officers are awaiting an update on any known traditional owner links to the land;

b. **Ballam Park Water Pond (the lake in Ballam Park to be developed)**

A project proposes to consider construction of a high amenity ornamental lake. Officers are awaiting an update on any known traditional owner links to the land;

c. **Wedge Road Reserve (reserve on Wedge Road)**

The reserve on Wedge Road is already formally registered as Carrum Downs Recreation Reserve with VICNAMES and renaming of this feature is not supported by GNV; and

5. Supports a register to be established for roads and features that have been identified as non-compliant with current legislation, such as duplicated or disjointed roads or road and features that are not formally registered with Geographic Names Victoria (GNV). The register will form a program of works to be managed by Governance.

It is proposed this matter will no longer be reported in the CEO's report.

12.2 Chief Executive Officer's Quarterly report - July - September 2022 period**Executive Summary**

Pursues funding to the Office of Suburban Development for projector illumination of a site (yet to be determined) within the Frankston City Centre and that, if unsuccessful, the matter comes back to the mid-year Budget Review for consideration for Council funding.

Discussions have been held with the Office of Suburban Development and at this time, no funding has been sourced through this grant application process, therefore this project would need to be considered through the mid-year budget review process.

Update on 25 July 2022 additional recommendations

In relation to previous resolutions relating to the Quinn Street entrance beautification works and the McMahon's Road Underpass beautification works, the CEO is requested to authorise staff to negotiate with the State Government, a funding split to achieve actionable outcomes at these sites. This course of action is in recognition of the long-term impact of these substandard sites on the local amenity of the Frankston community. A copy of this resolution, if successful, is to be provided to State MP Paul Edbrooke.

A copy of the resolution was sent to Paul Edbrooke MP, Member for Frankston as recommended.

In relation to the Kananook Railway Station disability access resolution, the CEO is requested to authorise staff, as opposed to seeking outright funding for such an upgrade, to instead seek – in the current financial year – a commitment from the State Government for it to conduct an evaluation / planning for inclusive access at this railway station. A copy of this resolution, if successful, is to be provided to State MP Paul Edbrooke.

A copy of this resolution was sent to State MP Paul Edbrooke regarding Kananook Railway Station disability access along with State MP for Carrum the Hon. Sonya Kilkenny MP. A report is being tabled about this matter at this meeting.

Council resolved to accept the final status report on the delivery of activities adopted in 2021-2022 COVID Relief and Recovery package and Recovery Grants Program. Council adopted that any future updates relating to COVID-19 recovery including financial updates will be report in the CEO Quarterly report.

An update is provided in this report.

Key Points / Issues

The CEO is pleased to present the Chief Executive Officer's Quarterly Report providing an open and transparent overview of the organisation, its highlights along with key activities. The report represents the period from July to September 2022. Key topics covered under the public version of attachment include:

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

12.2 Chief Executive Officer's Quarterly report - July - September 2022 period**Executive Summary**

- Advocacy; and
- Audit and Risk.

Under separate cover as attachment B is a report titled "CEO's quarterly report – confidential version – July to September 2022" dealing with matters of a confidential nature.

Update on COVID-19 Recovery including financial updates

Council continues to follow guidelines to ensure a safe environment for its Community including its staff, councillors and volunteers. Council now receives any noteworthy updates on the COVID-19 recovery including financial updates within this report and an update is provided below:

- As at 30 June 2022, Council had delivered \$7.686M including \$2.419M during 2021-22 in support to the community and continues to ensure the ongoing activities are delivered in a timely manner.
- Activities have been endorsed by Council for delivery in 2022-23 (Attachment C) totalling \$1,084,425. These will be funded from the strategic asset reserve and reported through the CEO Report presented to both Council and the Audit and Risk Committee, rather than a separate report.
- Actual spend for the first quarter of 2022-23 is \$304,937 and all activities are expected to be delivered by the end of the financial year.
- National Cabinet voted on 30 September 2022 to end mandatory isolation periods effect from 14 October 2022 with the State Government bringing this timeline forward by one day to 13 October 2022. Rules forcing people to isolate for five days if they test positive to COVID-19 will end for everyone, with support for some workers to be able to continue isolation if required. Council, at the time of writing this report, were still seeking clarification if any Council officers were part of the workers still required to isolate. Individual States determined how to implement the changes however the National Cabinet agreed to protect the most vulnerable, those in high-risk settings, and to continue targeted financial support for casual workers to be able to isolate as well as workers in aged, disability care, aboriginal health and hospital care. Support payments for people infected with COVID-19 who are not in the identified sectors will also end on 14 October 2022.
- Council's COVID Safe Plan and Pandemic procedure will be updated accordingly.
- The Victorian Government has expanded the Council's Rapid Antigen Test Program. The program with funding of \$30,000 to each Council will broaden the options available for all vulnerable Victorians to access tests. Under the expanded program, Councils will be able to provide eligible community members with free RATS. The program will commence in late October 2022 to allow time for delivery. The program locations will be Frankston South Community Centre, Frankston Civic Centre, Karingal Place Neighbourhood Centre and Frankston North Community Centre.
- Mental health training update - In collaboration with the Australian Red Cross, Council has been presenting Mental Health free training sessions since February this year. Cr Sue Baker was one of the over 350 people in our community to date to join in a session. These sessions are helping our community members become more aware of mental health issues and giving them the tools and resources that could possibly save a life.

12.2 Chief Executive Officer's Quarterly report - July - September 2022 period**Executive Summary****Financial Impact**

Actual spend for 2021-2022 as at June 2022 relating to the COVID-19 Relief and Recovery Package was \$2.419 million. A total of \$7.686 million has been spent since 2020. A number of activities are continuing to be delivered during 2022-2023 to assist the community through recovery. Council has endorsed total funding towards COVID-19 recovery of \$1.084 million. Management will continue to report and monitor the delivery of these activities through the CEO Report.

Consultation**1. External Stakeholders**

See attachment A under the heading section 'Meetings and Activities'.

2. Other Stakeholders

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

Analysis (Environmental / Economic / Social Implications)

It is important for Council to be open and transparent with activities relating to its business and the CEO's office. This report now provides any noteworthy COVID-19 Relief and Recovery matters including financials. Council's relevant programs greatly assists the community and helps ensure support is provided.

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 to report unless otherwise mentioned in the relevant attachments.

Policy Impacts

Nil to report unless otherwise mentioned in the relevant attachments.

Officer's Declaration of Interests

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

Risk Mitigation

Nil to report unless otherwise mentioned in the relevant attachments.

Conclusion

The report be received.

ATTACHMENTS

Attachment A: [↓](#) Public Version CEO's quarterly report - July to September 2022

Attachment B: Confidential Version CEO's quarterly report - July to September 2022 - **CONFIDENTIAL**

Attachment C: [↓](#) 2022-23 COVID-19 Recovery as at 30 September 2022

Chief Executive Officer's Quarterly Report

July to September 2022 (public version)



Lifestyle Capital of Victoria

I am pleased to present the Chief Executive Officer's Quarterly Report for the period ending 30 September 2022 (public version).

This public report gives greater transparency and a more comprehensive view of the organisation and its key activities. The information within this document represents the period in time from July to September 2022 inclusive and the comments below reflect this 'date stamp'.

Key topic areas include:

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

As a mark of respect, I would like to acknowledge during this reporting period, Queen Elizabeth II, aged 96, after a reign of 70 years, passed away. During the Queen's reign, Her Majesty visited more than 100 countries and thousands of cities, Frankston was lucky to welcome Her Majesty to Frankston in March 1986, with more than 2,000 students from Ballam Park Technical School (now Ballam Park College) and Ballam Park Primary School welcomed The Queen and Prince Philip.

Thank you to Council's staff, volunteers, contractors and Councillors who continue to actively support our municipality.

Regards

Phil Cantillon

Chief Executive Officer

Frankston City Council acknowledges and pays respect to the Bunurong People, the Traditional Custodians of these lands and waters.



PEOPLE AND CULTURE

Weekly communication

An informative all-staff email is distributed by the CEO on Mondays providing advice on key achievements, sections thanking staff and well done commentary, along with other news and items relating to Council briefings/meetings. The email is then uploaded onto Council's internal website portal called Grapevine. COVID-19 updates are distributed to staff as required.

Future Ready Frankston – Excellence Awards

In late July 2022, the overall Future Ready Excellence Award winners were announced. A total of 74 nominations were received across the four Directorates with staff nominating peers in both their relevant Directorate and other Directorates.

Award categories included:

1. Outstanding Customer Experience;
2. Improving Culture;
3. Development and Implementation of an innovative project/initiative;
4. Outstanding leadership;
5. Collaboration and team work; and
6. Persistence and perseverance.

The award ceremony was held virtually with Mayor Conroy participating and over 180 staff attending. There were 7 winners and 13 CEO commendations across the above six categories. It is a testament to the incredible teamwork and collaboration within our organisation.

Part of the ceremony including recognition of years of service and this time around over 79 reached a jaw-dropping service milestone (more than 1225 years of commitment in total for this group). We had 40 staff who were presented with a 10 years of service certificate, 20 staff reaching the 15 year milestone, 2 at 20 years, 9 employees with 25 year anniversary, 4 marking 30 years, 2 for 35 years, 1 for over 40 years and an exceptional over 45 years' service by one member of staff from the Operations Centre.

Planning is underway for the end of year Directorate Excellence awards with nominations open to staff in late September 2022 with announcements scheduled for early November 2022.

Cultural Awareness training

Council is offering Cultural Awareness training to all employees. The first workshop is scheduled on Friday 28 October 2022 and will help staff build productive and responsive relationships with Aboriginal communities to help build greater understanding of local Aboriginal issues, culture and ways of doing business. There are more workshops going to be offered into the future.

Skills Builder Graduation

A cohort of Skills Builder participants graduated recently. Receiving training continuous improvement and data plus reporting.



COVID-19 vaccine for eligible staff

All Council staff are now fully vaccinated (double dose) or have a valid medical exemption in line with our Vaccination Policy. In line with the Government advice, staff are being encouraged to have their 1st and 2nd booster injections when eligible.

All Staff Survey 2022

We continue to further understand and analyse the results of the 2022 All Staff Survey that was completed by staff in May 2022. In July 2022, Directorate Staff Survey Results meetings were held across the organisation providing staff with a high-level understanding of the results for their directorate. We continue to work with departments and teams to help them further understand the survey results and what they mean for them. To ensure we continue to strengthen our organisational culture, teams, Departments and Directorates will now focus on creating culture improvement plans. These plans will allow staff to clearly identify areas for opportunity and allow for action on areas identified as needing intervention. Department and team plans are due for submission in November 2022. These plans will then be used to inform our organisation-wide culture improvement plan which will seek endorsement from the Executive Management Team later in the year.

ORGANISATIONAL HIGHLIGHTS

External Awards

Frankston won 'bronze' at the Victorian Top Tourism Town Awards in early July 2022 out of 30 submissions with Bendigo taking out the top spot followed by Echuca. This is a real bonus for our city with our award winning street art tours, vibrant arts culture, breathtaking nature reserves, open spaces, flora and fauna reserves, restaurants, retailers, major infrastructure and community support services continue to demonstrate just how wonderful our municipality is to work, live and play.

In mid-August 2022, Council received a highly commended award for its E-Bike trial under the collaboration and partnership category of the MAV Technology awards for excellence 2022. The Council's Business Transformation team worked with Neuron Mobility, Monash University, Peninsula Health, Victoria Police as well as State Government bodies and officials to achieve this positive outcome.

In early September 2022, PARC and the Pines Pool scored top honours at the Aquatics and Recreation Victoria (ARV) industry night. PARC took out the Facility of the Year award and The Pines was recognised as Seasonal Pool of the Year.

Unfortunately, Frankston City Council did not make the finalist category in this year's Premier's Sustainability Awards. This is still a fantastic achievement as it is a highly competitive process. The three projects submitted included the LED Bulk Street Light Project, the Brighton Street Reconstruction Project and the Pedal-Assisted E-Bike Trial.

Awards/Certificates (internal)

Years of service awards were presented as part of the Future Ready Frankston Awards in late July 2022. The certificates were co-signed by the Mayor, Cr Nathan Conroy to recognise their continuous service and awards presented over 25 years were sealed with the Council's Common Seal.



Corporate donations and fundraising

Council staff held a 'wear your AFL footy team colours day' on Wednesday 21 September 2022. Many staff participated and were encouraged to donate a little extra the next time they gave to a charity. At the Civic Centre offices \$500 was raised for Kids with Cancer as part of the day. A number of staff still contribute personally to fundraising activities including the Black Dog Ride – Red Centre Tide and Liptember Foundation. Council employees were encouraged to take part in the annual Lifeblood Challenge this year, where staff could donate blood and plasma to help Australians when they need it most.

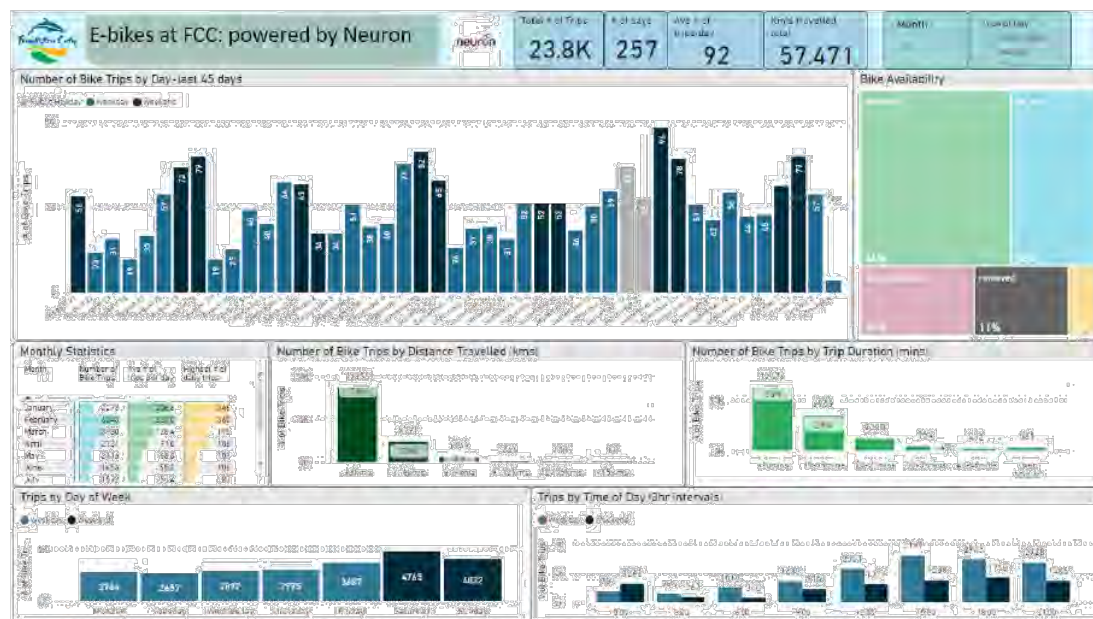
BUSINESS TRANSFORMATION

Council's Websites

Since the last reporting cycle, Council have continued rewriting its content, 60% of which has been completed and published. A new design and improved information architecture has also been launched making it easier for you to find the information you need. Simplicity and accessibility have been the key drivers in this update.

Smart Cities initiative

Frankston is still in the midst of its 12-month e-bike trial, an update of the dashboard is below. All parties involved in the trial are committed to improving the trial and are using customer feedback to help address some of the lag times for when bikes have finished a trip to go back to their starting locations.





In other Smart Cities news, we have commenced a Smart Parking trial to make parking easier and more convenient. Following an increase in residents and visitors driving to Frankston City every year, we are committed to decreasing congestion while also providing quality parking for both visitors and residents. We first announced Smart Parking in the Council Plan 2022-2025 following public consultation which called for more efficient and easier parking solutions in our City. More information is available on Council's website at <https://www.frankston.vic.gov.au/Community-and-Health/Transportation-and-parking/Smart-Parking-Trial>

Finally, we have launched Frankston City Council's Transparency Hub, offering the Community unprecedented access to a wide ranging and insightful City data. The new user-friendly tool helps ratepayers understand how their money is spent. Users can find everything from capital works schedules and awarded contracts to traffic movements and animal registrations.

The Transparency Hub is a key initiative of the Council Plan 2021-2025, and is the latest initiative of the Accountability and Transparency Reform actions which Council has been implementing since 2018.

You can view and interact with the Transparency Hub at <https://data.frankston.vic.gov.au/pages/home/>

Future Ready Frankston Efficiencies

Future Ready Frankston is Council's corporate strategy and part of its mandate is to assist Council in delivering efficiencies for Council. During the last quarter a selection of the efficiencies delivered include:

- Digitising a number of forms which have aided in speeding up our processes and made it easier for the form users (customers and staff) to submit specified information;
- Launched Council's Transparency Hub which has given the community access to a number of data sets often requested via a Freedom of Information request;
- Integrated Council's website with an engagement platform to reduce the requirement for double handling of information;
- Reduced manual processing of customer request reporting resulting in 60 hours of saved resource time;
- Seasonal tenancy solution results in 168 hours of processing time saved a per-year.

Discover Frankston

Visit Victoria has acknowledged the Discover Frankston social pages as an effective example of how Council's should be engaging with and inspiring both residents and visitors. The pages have approximately 30,000 followers and the website receives approximately 150K hits per annum.

Destination Event Attraction Program (DEAP)

The Council's new event partnership program has been progressing well. Applications for Round 1 grants successfully awarded funding to Pixar Putt mini-golf, Sunset Twilight Markets, Lucky Entertainment for a NYE Festival and a Country music festival all to be held in Frankston in 2022-2023.



Round 2 grants closed in August 2022 with 2 more events to be recommended by the panel. Recommendations will be presented to Council at the end of October 2022. At the end of year one, it is anticipated the program will result in 70,000 attendees; \$9.085m economic impact for the community and a number of jobs will be created as a result of the program.

Victorian Top Tourism Award

Frankston won Bronze in the Victorian Top Tourism Award in July 2022, the only entrant and finalist to represent Greater Melbourne in the awards. This followed the GOLD Australian Street Award for Best Street Art Tour in early 2022.

Led by the Council's Tourism and Campaign Marketing team, entering these awards are a fantastic way for the organisation and City to build its reputation as a destination for visitors in addition to a great place to live and for businesses to invest.

Public Art Strategy

Council recently engaged a Public Art Consultant to undertake a Public Art Strategy to continue to elevate it's positioning as an Arts & Culture destination. Stakeholder and community consultation has recently been undertaken which will guide the content of the Strategy. The Strategy will include long-term vision against short and medium term initiatives, prioritizing recommendations aimed at generating a clear action plan to achieve the best outcomes for the municipality.

Frankston Arts Centre

This quarter saw utilisation of the Arts Centre increase to 75%, which is pleasing to see the community coming back to the Centre and enjoying the wonderful shows on offer. Over 37,100 tickets were sold in the quarter.

Frankston Libraries

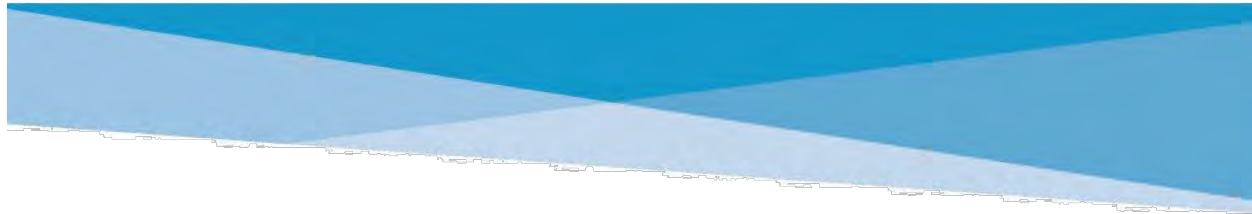
Children's programs have been extremely popular with 7,880 attendances for the quarter which is now exceeding pre-COVID visits for these programs, in addition there has been 116,132 physical book loans.

Council's Corporate Customer Service Update

The Customer Service and Experience team have once again been busy this quarter. Operationally, our call centres had high volumes of calls with our annual rates notices going out this quarter. Calls were increased due to the added interest onto rates notices for the first since the start of the Pandemic. This generated a larger than expected call volume. Our customers also like be served face to face, this has remained consistent throughout the quarter, but increased during the Rates period.

Our new Live Chat platform was implemented this quarter. We also see a customer service presence at our Visitor Information Centre, it started off slowly but as we build knowledge, we should see an increase in patronage to the center. We also continue to complete our successful Street Art Walking Tours, with an increase in people attending. The program will be increased to include package deals, which will see rolled out in the warmer months.

The team celebrated a milestone with our Customer Experience Strategy being adopted and positively received by Council.





Social and media engagement - Frankston City Community

The second half of the year tends to be busy with end of financial year and the preparation for the release of rates notices. The Communications team worked on the explainer material for rates which included a mailed-out flyer and an explainer video. This was also supported with web material and frequently asked questions for Councillors.

The Community Satisfaction Survey results were release and were shared via media and LinkedIn – the positive results were celebrated with a video highlighting key outcomes.

As a first for Council, a wrap up video of the September Council meeting was shared on social media. We will continue to develop this concept for future meetings.

The launch of the new Betty's Burger restaurant trended well on social media as did the continued support of the downstairs of the yacht club, Oliver's Corner.

Other social pieces of interest were the signal box 100th birthday, the birth of the Mayor's son and a general post promoting the breadth of Council services.

The team supported Mayor Conroy and the promotion of the Mayor's Family Picnic, which unfortunately was cancelled. We also celebrated National Citizenship Day.

Community Engagement

The Community Engagement team has been very busy planning and running engagement events. There were a number of major initiatives taken to the community this quarter, including the Advanced Waste Processing engagement, which then moved into the Waste Circularity engagement.

The team also worked across continues to work with DWELP on the engagement for Seaford Wetlands.



Other key project undertaking engagement in this quarter include:

- Integrated Transport Strategy;
- Coastal and Marine Management;
- Expression of Interest for CALD Network;
- Safer communities.

Work is currently underway on engagement for:

- Strategy Plan for FMAC;
- National Centre for Healthy Ageing;
- Kindergarten Capacity Planning;
- Expression of Interest for CALD Network.

Building Frankston's Future (BFF) Capital Works Awareness

A number of BFF branded signs continue to be in situ throughout the Municipality (Jubilee Park, Stotts Lane, Monterey Soccer Pavilion, Pat Rollo Reserve, RF Miles, Eric Bell Reserve).

New signage has been added to:

- White Street Mall Upgrade;
- Carrum Downs Recreation Reserve;
- Carrum Downs Tennis Club;
- Ballam Park;
- Lloyd Park Pavilion.

For other Communication channels:

- Social media postings for all capital works and some revitalisation projects continue to reference "Building Frankston's Future"/#BuildingFrankstonsFuture such as Lady Emily Reserve and Evelyn Street;
- Building Frankston's Future branding and messaging continues to be showcased in Frankston City News and eNews;
- Ministerial Openings at Evelyn Street and Sandfield Reserve featured the Building Frankston Future tear drop banners as a backdrop to the speaker lecterns.

BFF was also featured in the communications for the Rates material.

REM/Pathways data update

As part of the CEO's quarterly update, the following statistics on two key channels of communication with the community are provided.

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

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



Table below highlights Customer Requests Jul - Sept 2022

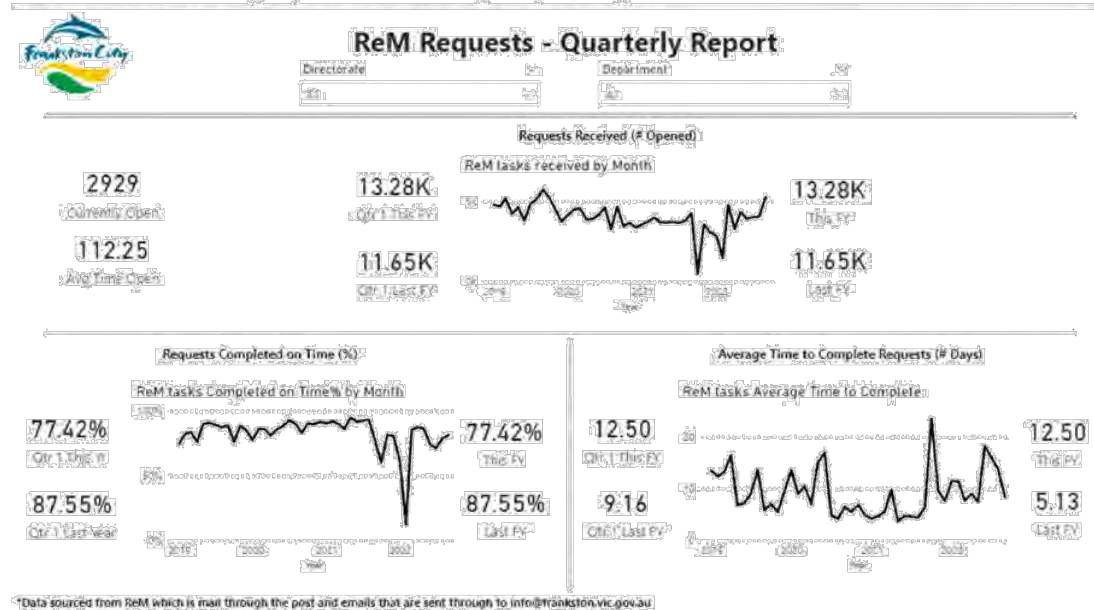
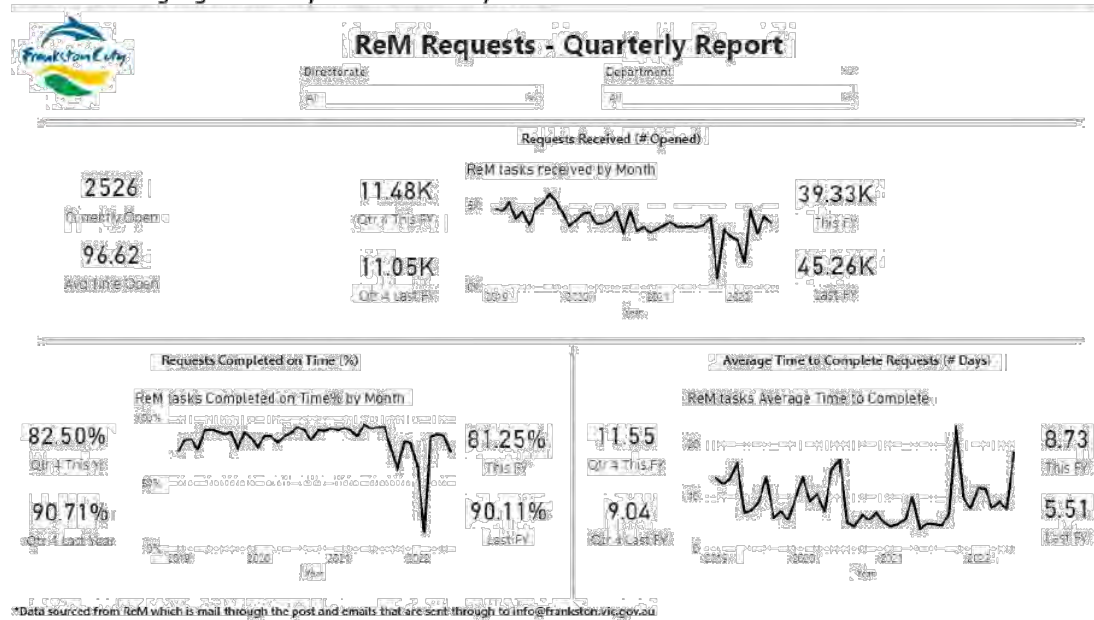


Council received 13,170 requests over the last quarter, which is 1480 less over the same period last year. This is a 10% decrease in comparison. During this time, Council officers closed 13,050 requests. The average number of days a request was open for during this period was 13 days*, which is 9 days* lower than the same time last year.

At the end of the reporting period, Council had 3,115 requests open with an average number of day's open of 135*. This is up from last quarter where the average was sitting at 103*. This higher number than the quarterly figure is due to the fact it also contains more complex long-term requests that require a longer than average time to resolve. This is an area where Council will continue to strive to improve and reduce this number quarter on quarter by improving our internal processes, especially for the requests that are hard to resolve.



Table below highlights Correspondence Jul - Sep 2022





Council received 13,280 pieces of correspondence last quarter which is an increase from the same time last year from 11,650. Council aims to respond to correspondence within 10 days and we achieved this target for 77% of correspondence. This is a decrease of 5% from the last reporting period. The average number of days to respond to correspondence was 12* days for this reporting period which is an increase compared to last year. Overall, the performance for the quarter was poorer than this time last year and is something we are actively addressing to ensure we can meet the expectations of the community. This drop in performance can in part be attributed to the increase in volume of correspondence from the same period last year.

** Figures are rounded to the nearest whole number.*

Statutory Planning data updates – Quarter 1 (2022-23)

Statutory planning on-time delivery for Q1 at 58 percent was below the target of 70 percent. Timeframe performance continues to be impacted by higher application lodgements, resource retention issues and accumulated outstanding application load. Whilst it remains a very tight market to recruit statutory planning staff, Council was recently successful in recruiting to two senior level positions.

Additional resource support through consultants and contractors is continuing to assist in progressively reducing the outstanding application load, by deciding outstanding applications. Recruitment for remaining vacant roles is also ongoing.

As at the time of preparation of this report, there are 329 undecided planning permits, amendment to planning permits, and plan approval applications currently with Council. It is expected that once the staffing profile is settled and application workloads reduced, decision volumes within statutory timeframes will consistently improve. The timing for consistent improvement is likely to be progressive in the second half of financial year 2022-23.

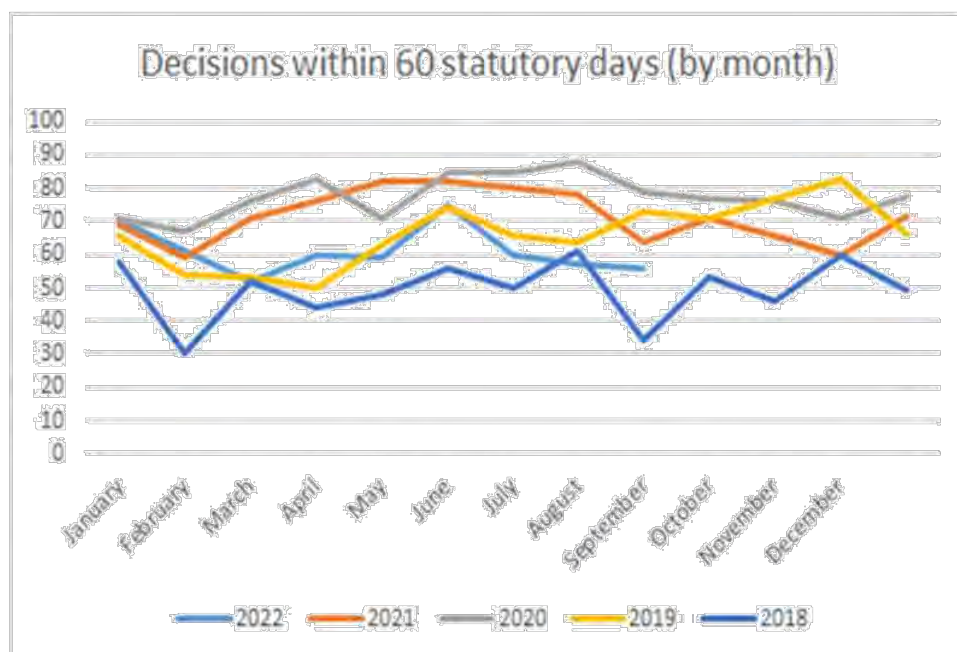
The on-time delivery data is illustrated in the charts below (calendar year) as well as the volume of applications received per month over the last five years. This demonstrates the consistent volume of applications received each month, noting that the lodgement volume includes new permit and amendment applications and other consent types, but is still not reflective of all work undertaken in the processing of planning permit applications. We are receiving higher application volumes in 2022, with an average of 86 per month, and two months over 100.

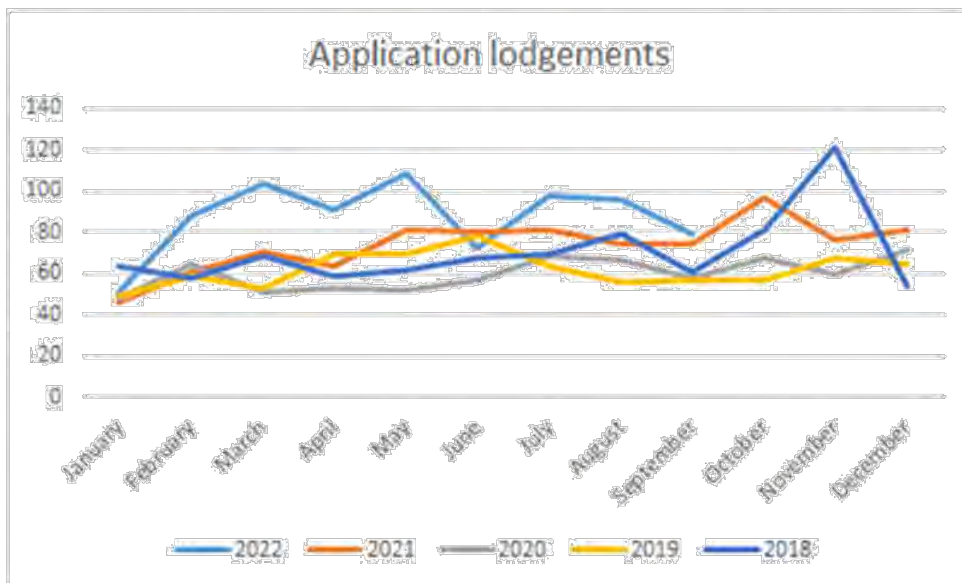
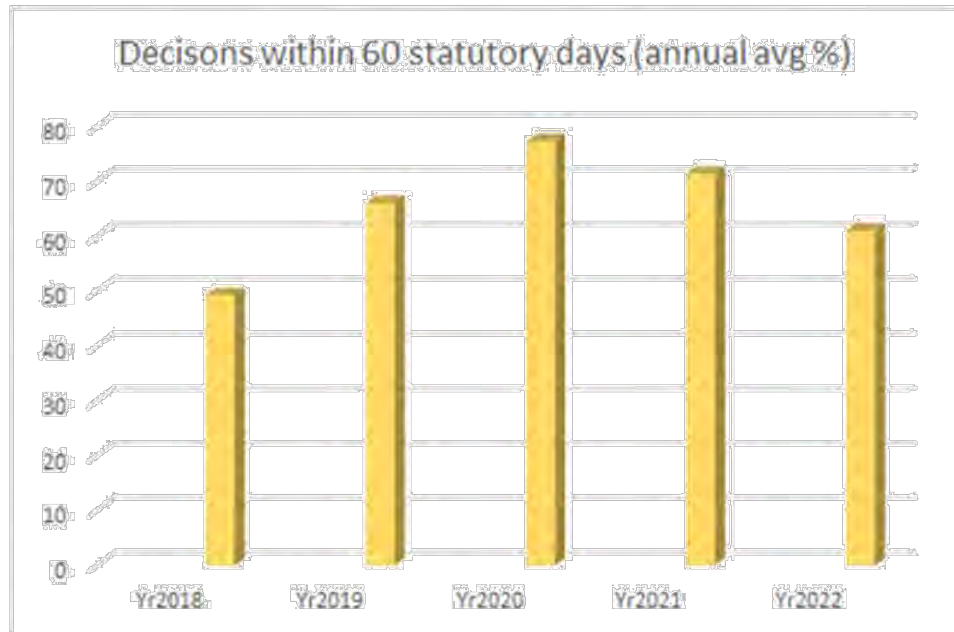
A summary of developer financial contributions received within the quarter is also detailed below.

It should be noted the data for Q1 was calculated manually as the State Government Planning Permit Activity Reporting System (PPARS) does not publish the monthly or quarterly data until approximately the middle of the following month. There may be a minor discrepancy with the manually calculated on-time delivery data and the published PPARS data.



Developer Financial Contributions- Quarter 1 (2022-23)	
Contribution Type	Total Amount Received
Open Space Contributions	\$433,825
Car Parking Financial Contributions (cash-in-lieu)	\$0.00







City Futures Department update

The following Policy & Strategy Development work was undertaken during July - September 2022:

- Frankston City Industrial Precincts – Discussion Paper (May 2022) was taken to the community between 13 July to 23 August, seeking submissions. An industry briefing was held on 16 August which was attended by ten (10) community members (business owners and residents). At the conclusion of the engagement period nine (9) written submissions were received. These will inform the development of the Draft Frankston Industrial Strategy which is being developed during the final part of this year;
- Community consultation undertaken on the Climate Change Strategy (16 July - 13 August 2022). Three community workshops were held with 157 participants making 175 contributions to the online survey and ideas board. Community feedback will inform the prioritisation of the Climate Change Action Plan and help shape Council's response to climate change;
- Targeted stakeholder consultation commenced on Council's Coastal and Marine Management Plan (CMMP). Seven workshops were held with State Agencies, community groups and the Foreshore Advisory Committee. 65 participants generated 641 comments relating to values, issues and opportunities that will feed into the development of our CMMP.
 - Monday 15 August - PWG & Council staff;
 - Tuesday 30 August - State Agencies;
 - Tuesday 30 August - Community stakeholders;
 - Thursday 1 September - Community stakeholders;
 - Thursday 1 September - Foreshore Advisory Committee;
 - Tuesday 6 September - Secondary Colleges; and
 - Tuesday 13 September - Conservation and Research Organisations.



- Universal Design Grant application submitted seeking funding for the delivery of a new accessible public toilet at the Carrum Downs Recreation Reserve play space.
- Quotations received for a review and refresh of Council's Footpath Trading and Parklet Guideline.
- Election promise funding announcement made for Sandfield Reserve. Successful funding application for the Victorian Governments Creating Safer Places Grant Program for Sandfield Reserve Youth space.
- Frankston Revitalisation Program underway including:
 - White Street Mall construction commenced and due for completion by December 2022; and
 - Frankston Pier Lighting Installation commenced and due for completion by November 2022.
- Fletcher Road Revitalisation (greening, lighting and public art) installation commenced and due for completion by November.

The following *Programs and Events* were delivered during July – September 2022:

- The final Invest Frankston Business Networking Nights. This function will be taken over by the new Frankston Business Council;
- Biodiversity Blitz (iNaturalist event for Biodiversity Month- September) - 2 online events (31st July – iNaturalist for beginners and 15th September Community Champions) were held in collaboration with the nine partnering Councils. Frankston finished 3rd behind Mornington Peninsula with 3,117 observations (including 994 individual species);
- 15 Gardens for Wildlife Visits were undertaken by volunteers;
- National Tree Day was held on Sunday 31st July at Jubilee Park where the Mayor and approximately 200 residents attended including a local Scout group to plant 1,400 plants along Nursery Avenue to improve the habitat corridor;
- 22 schools registered to receive 50 plants for School Tree Day with two schools Rowellyn preschool and Kananook Primary applying for 500 plants and a talk from the Westernport Biosphere's Biodiversity in Schools program;
- Wednesday 28 September Ministerial visit for the official opening of the new Evelyn Park;
- Wednesday 28 September Ministerial visit and photo opportunity to celebrate new Witternberg Reserve play space and final grant milestone submitted and approved.

Frankston Business Collective

The Frankston Business Collective (FBC) was successfully launched on 20 July 2022. Over 175 business owners and entrepreneurs registered to build important new connections, exchange insights and unite in shared vision for our City.

There are now 98 members and the general mailing list is 500 plus - we are working on converting other interested businesses into members.

Additional events conducted include:

- 'Mental Wellbeing of Business Communities' program - \$15,000 Vic Government grant received and 70 attendees at the event which has received very positive post event feedback;
- September networking evening, SK8HOUSE, Carrum Downs – 65 attendees registered.



Plans are now well advanced for October for a number of events including:

- October 6 - FBC Frankston Women in Business at the Frankston Arts Centre – wellbeing, education and networking with two excellent presenters;
- October 27 - FBC Business Summit at the McClelland Gallery featuring strong panel of presenters including business author Gavin Waring, Craig James CBA and Sam Keck from Commonfolk. The FBC Business Excellence Awards 2023 will also be launched at the Summit.

FINANCIAL AND CORPORATE PLANNING

2021-2022 Performance Statement

The 2021-2022 Performance Statement was presented to Council on 3 October 2022. This statement has been prepared to meet the requirements of the Local Government Act 2020 and Local Government (Planning and Reporting) Regulations 2020. The performance statement includes the results of the prescribed sustainable capacity, service performance and financial performance indicators and measures together with a description of the municipal district and an explanation of material variations in the results.

Key Performance Statement highlights include:

- Waste diversion from landfill decreased to 52%, down from 56% in 2020-2021. This is as a result of increased contamination of the recyclables stream and confirmation of contamination through increased bin audit scheduling;
- The number of Council decisions upheld by the VCAT remained consistent (75%) compared to 2020-2021 due to on-going improvements in Council's work processes and systems;
- Satisfaction with Council decisions rose again from 63% in 2020-2021 to 71%. Council's decision making has delivered priorities to the community through advocacy, partnerships, funding commitments and community engagement.

2021-2022 Financial Report

The 2021-2022 Financial Report was presented to Council on 3 October 2022. The Financial Statements have been prepared in accordance with the Local Government Act 2020, the Local Government (Planning and Reporting) Regulations 2020, Australian Accounting Standards and other mandatory professional reporting requirements.

Financial Report highlights include:

- The COVID-19 pandemic has had a significant impact on our residents, businesses and organisations. In response to those impacts Council reframed its hardship policy and introduced a relief and recovery program to provide support to the community, including waiving of interest on outstanding rates, jobseeker rate relief, business and community grants, waiving of fees and charges that will help sustain residents who are living in a new reality;
- The net operational surplus as presented in the Comprehensive Income Statement is \$13.568m (\$8.713m in 2021-2022);
- The "underlying" deficit – which is the operating result adjusted for transactions which are either 'non-recurring' or not operational in nature is \$6.047m (Budget was \$1.197m deficit);
- Some of the key variations between the 2021-2022 financial year and the prior year are:



- User fees and charges increased by \$5.89m due mainly to increased utilisation of Frankston Regional Recycling and Recovery Centre and re-opening of a number of Council facilities previously closed in 2020-21 due to COVID-19 pandemic;
- Capital Grants has increased by \$10.594m as a result of funding being received for projects such as Hall Road reconstruction, Pat Rollo Pavilion, RF Miles Pavilion and Jubilee Park Indoor Multipurpose Netball Complex;
- Non-monetary contributions has decreased by \$4.149m due to less contributed assets being received by developers;
- Materials and services have continued to increase due mainly to the waste collection and disposal contract rates and tonnage variables;
- Depreciation expenses has increased due to the delivery of a large capital works projects and an increase to the asset base through asset revaluations;
- Grants and Contributions has decreased by \$0.769m from the prior year due to Council issuing grants to COVID affected groups and organisations that were part of the 2020-21 Relief and Recovery Package. These grants amounted to \$0.900m. In 2020-21 Council also increased Business Grants by \$0.114m to help attract further business to the municipality;
- \$65.197m capital works program delivered against a budgeted \$64.855m.
- Council's working capital ratio is 1.95: to 1, which depicts a satisfactory financial position.
- The balance of rates receivable has increased by \$2.116m over 2021-2022. This can be attributed to Council's decision to waiver of interest on outstanding rates to 30 June 2022 and ceasing debt collection on outstanding rates to 30 June 2022. The deferment provisions provide relief until 30 June 2022 and the rates receivable balance is expected to return to be consistent with previous years.
- Council performed a full revaluation on the Land, Buildings and Drainage asset class in 2021-2022 resulting in an increase to the value of the asset base by \$311.609m. This significant increase is mainly due to land and building market values rising over the past two years;
- Council's debt ratios remain significantly below prudential guidelines and repayment costs have been factored into Council's Annual Budget and Financial Plan.

Integrated Planning and Reporting update

Planning has commenced for the 2023-2024 Planning cycle including a number of improvement initiatives and better alignment of Operating and Budget requests. The Integrated Planning and Control Group continues to oversee the alignment of key strategic work across Council and has commenced a number of key projects that will be continued in 2022-2023.

Service Planning update

The 2023-2024 planning cycle commenced with the establishment of a Service Governance Structure to ensure better collaboration and accountability for the delivery of services to our community. Service Plans are used to inform our strategic long-term outlook, helping us to ensure we consider what is important to the community with future service demands and resource requirements each service plan will be reviewed and updated with a view of preparing a 4-year program of service initiatives which will be reviewed annually to inform the annual budget process.



Community Satisfaction Survey

From May-July 2022, Council engaged independent research company, Metropolis Research to undertake our annual Community Satisfaction Survey. 803 residents were visited face to face. The survey is intended to assess Council's performance across a range of measures and to identify areas where we can improve. Full results were released in September 2022 and Council's overall satisfaction was up 6% to 71.1%, outperforming both the average for Melbourne Metropolitan Councils and the average for Councils in the South-East region. While there are always opportunities for further improvement, these results are a testament to the hard work of Council on behalf of the Community. Council also produced a video featuring the Mayor, CEO and staff to communicate the results.

COVID Package

At its 25 July 2022 meeting, Council resolved that *'any noteworthy, future updates relating to COVID-19 recovery including financial updates will be reported in the CEO Quarterly Report'*. A total of \$437,425 from the 2021-2022 Relief and Recovery Package was transferred to the 2022-2023 financial year to deliver activities that were not able to be completed in the previous year and an additional \$647,000 was committed to extend activities for a further year, plus \$175,000 in 2023-2024. Subsequently, the budget set aside for a program of COVID-19 recovery activities for 2022-2023 totals \$1,084,425. A total of \$304,937 has been spent to 30 September 2022 including:

- \$90k in continued support to the 'Frankston Business Collective';
- \$88k payment of invoices for Invest Frankston Business grants awarded in 2021-2022;
- \$50k in 2 hours of free car parking at selected FMAC car parks.

ACCOUNTABILITY AND TRANSPARENCY

Transparency Hub

The public launch of Council's Transparency Hub took place in late September 2022. A key initiative in our 2021-2025 Council Plan, the project brings together a broad range of data sources, from capital works schedules and awarded contracts, to traffic movements and animal registrations, serving the information to the public in a user-friendly online portal. The aim of the hub is to build community trust and engagement, help the public better understand the decisions Council makes and how Council manages resources and delivers services.

Process for Councillors to seek advice from Governance on legal and administrative matters relevant to role

These matters were covered in a Councillor Briefing Held on 4 November 2021. A Councillor refresher on Governance is scheduled for the Councillor Briefing on 10 October 2022. Further guidance material is being prepared for Councillors to highlight the key points. Councillors are encouraged to contact the Manager Governance in the first instance, for any governance, legal or administrative enquiries.

Notice of Motion process

As previously reported, options to amend the notice of motion process in Governance Rule 24 were discussed with Councillors in the context of the Governance Rules Review briefing in March 2022. The Mayor has since advised that Councillors discussed the matter further after the briefing and Councillors do not wish to pursue amendments to the notice of motion process at this time.



Public petition process

The Governance Rules, adopted on 31 August 2020 and amended on 5 September 2022, included amendments to Rule No. 58 for Petitions. This expresses Rule No. 58.10 *"Electronic or online petitions, joint letters, memorials or like applications must contain the name and email address of each petitioner or signatory, which details will, for the purposed of this Rule 58, qualify as the address and signature of such petitioner or signatory."*

Benchmarking of petitions processes used by other councils was undertaken by officers and presented to Councillors at the Governance Rules Review briefing in March 2022, and options were discussed. Councillors expressed a preference for online petitions to be accepted only if they can be hosted on Council's website in a way that will enable risks (e.g. duplicate or fraudulent signatures) to be managed. Subsequent investigations have indicated that none of Council's existing corporate systems are suitable for hosting online petitions.

Councillor Appreciation awards process

A Councillor Appreciation Awards Protocol was developed to provide guidance on the nomination process for Councillors and the Community. A 'Terms of Reference' for an independent Awards Selection Panel was adopted by Council on 3 October 2022. The approach was refreshed and presented to Councillors at a Briefing on 11 April 2022 as part of the Citizen of the Year Process and was supported by Councillors. Community engagement was undertaken and feedback on the process was received which has informed the final version of the Protocol. The awards process will now include nominations submitted by community members via an online form.

Accountability and Transparency Reform document

The Accountability and Transparency Reform (ATR) document commenced in May 2018 with 160 items identified. Items were considered and implemented by the relevant Managers. Council resolved at its Meeting on 29 June 2020 to finalise the ATR document and monitor the remaining ongoing items via a quarterly status report. The remaining 26 items were reviewed in March 2022 and 20 items were closed off with four items requiring monitoring until December 2022. The final report was attached to the CEO's Quarterly Report in July 2022.

Supplementary items to the ATR were identified by Cr Bolam in March 2022. Meetings were held recently and the new items proposed were provided as a separate report to the Council meeting on 24 October 2022.

One of the items identified in the original ATR was to provide a quarterly status on the attendance of Councillors at Briefings in a quarterly period. The overall status is included in the Annual Report every year and updated quarterly on Council's website.

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



Table 1 titled, 'Councillor Attendance at Meetings and briefings (July to September 2022)' below provides an overview of attendance for this period.

Councillor Attendance at Meetings - July – September 2022

Councillor	Council Meetings Attended	Councillor Briefings	Total Attended	Attendance
Cr David Asker	5	11	16	94%
Cr Sue Baker	5	12	17	100%
Cr Kris Bolam	5	12	17	100%
Cr Nathan Conroy	5	12	17	100%
Cr Claire Harvey	5	12	17	100%
Cr Brad Hill	5	12	17	100%
Cr Liam Hughes	2	6	8	47%
Cr Steven Hughes	2	3	5	29%
Cr Suzette Tayler	3	12	15	88%
Total	37	92	129	84%

Table 2 below notes Councillor Attendance at Briefings only for the quarter is as follows:

Councillor Attendance at Briefings only July - September 2022

Councillor	Councillor Briefings	Attendance
Cr David Asker	11	92%
Cr Sue Baker	12	100%
Cr Kris Bolam	12	100%
Cr Nathan Conroy	12	100%
Cr Claire Harvey	12	100%
Cr Brad Hill	12	100%
Cr Liam Hughes	6	50%
Cr Steven Hughes	3	25%
Cr Suzette Tayler	12	100%
Total	92	85%

* 12 Briefings were held between July - September 2022



Tally on tracking reports presented to Closed Council

In 2020-2021, Council's result for the Local Government Performance Reporting measure '*Decisions made in Closed Council*' was 8.92%, which achieved Council's aspirational target of 10% and has demonstrated better transparent decision making for the community. The average for all Victorian Councils has been less than 10% since 2016 (reference 'Know Your Council' website).

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

During Quarter 1 (July - September 2022) only 1.92% of decisions were made in Closed Council. During this time, there have been 52 reports in both Open and Closed Council with 1 being considered in Closed Council (1.92%). There have been 2 Notices of Motion and 1 Urgent Business items raised to date this financial year.

Implementation and review of effectiveness of key policies from previous financial year

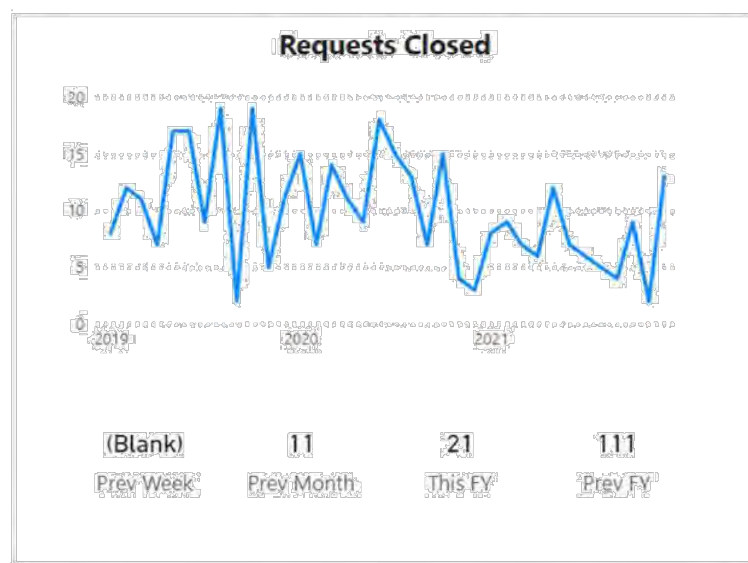
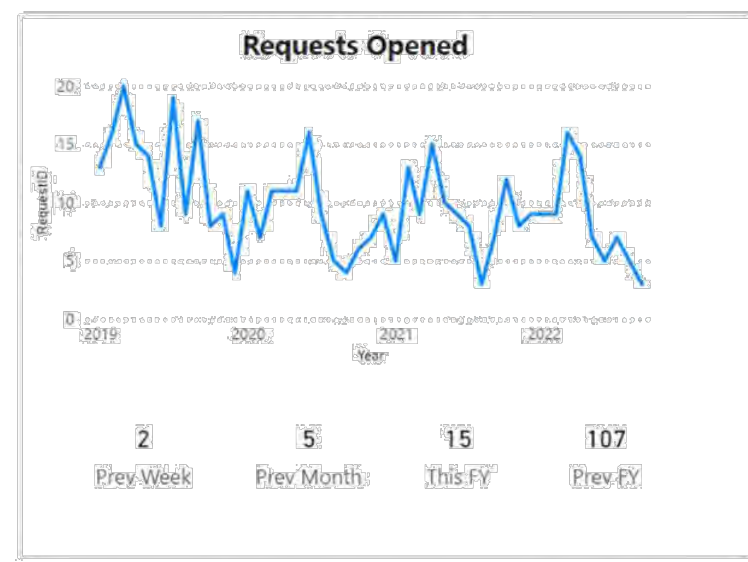
A review of the effectiveness of the Council's key policies from the previous financial year will commence in quarter two of 2022-2023.

Reports on progress against Councillor requests

There are currently 22 open Councillor requests, with 11 requests closed off last month and a total of 15 requests raised this financial year.

Councillor requests are assigned to the relevant Department Manager for investigation and monitored by the Councillor Support team. Regular updates on progress are provided to Councillors and officers liaise with residents to resolve the request.

Table 3 & 4 below notes Councillor Requests open and closed since July 2022 as follows:





Procurement update

Council was represented at the Social Enterprise World Forum hosted at Frankston Social Enterprise Hub on 29 September 2022. Panelists shared their experience of social procurement and learnings from their participation in the Network.

South Eastern Metro Council's have collaborated to establish a Social Enterprise Panel. This objective of this panel is to improve the awareness and accessibility of social enterprises for the participating Council's and their contractors.

To promote accountability and transparency, the following reports are provided:

Contracts awarded under Financial Delegation between 1 July 2022 and 30 September 2022

Contracts valued over \$1,000,000 (GST exclusive) are awarded in open Council Meetings.

Contract #	Contract	Award Date	Supplier	Contract Sum (ex GST)	Awarded By
CN10760	Supply & Install Solar Photovoltaic (PV) System Peninsula Aquatic Rec Centre	12/08/2022	ENERGY MAKEOVERS PTY LTD	815,551	CEO
CN10827	Memorial Park Toilet Building Refurbishment Construction	25/08/2022	Johns Lyng Makesafe Emergency Builders (Victoria) Pty Ltd	404,754	CEO
CN10842	Kaon Incident Management Blanket Order	30/09/2022	Kaon Security Limited	50,000	Manager
CN10872	Sustainable Design Fact Sheet Suite	5/07/2022	MAV Procurement	Schedule of Rates	Manager
CN10879	MAV SL 8010 - Street Lighting Installation Project Management	18/07/2022	Ironbark Sustainability	34,540	Manager
CN10881	Software as a Service REMPLAN	1/08/2022	Compelling Economics Pty Ltd	80,000	CEO
CN10882	Supply and Deliver One New Compact Road Sweeper	1/08/2022	BUCHER MUNICIPAL PTY LTD	276,887	CEO
CN10891	Probity Advisor for Commuter Car Park	23/08/2022	Landell Probity Pty Ltd	Schedule of Rates	Manager
CN10893	Docusign	11/08/2022	Insight Enterprises Australia Pty Ltd	66,318	Manager
CN10929	Kaon Incident Management Blanket Order	30/09/2022	Kaon Security Limited	Schedule of Rates	CEO
CQ10832	Frankston Revitalisation Action Plan Frankston Pier Creative Lighting	25/07/2022	HIGH ACCESS CABLING PTY LTD	201,050	Director



CQ10844	Frankston City Civic Centre Furniture Replacement Stage 1	23/08/2022	BACKCARE & SEATING (DANDENONG)	69,449	Manager
CQ10873	Frankston Yacht Club Lift	4/08/2022	Shotton Lifts	68,650	Manager
CQ10876	Home Handyman Subcontractor 2022-2023	22/08/2022	Pristine Homes and Gardens	Schedule of Rates	CEO
CQ10880	Standard Details and Technical Drawings	25/07/2022	Pollen Studio Pty Ltd	67,980	Manager
CQ10887	Tourism and Events Videography Program 2022-2023	8/09/2022	Mind Society Studios	53,000	Manager
CQ10911	Frankston Yacht Club Goods Lift Installation Builders Works	28/09/2022	Joven Building Services Pty Ltd	149,759	Director
CQ10915	Pat Rollo Reserve Fitness Hub Installation of fitness items	27/09/2022	Open Playscapes Pty Ltd	96,158	Director
CQ10917	McClelland Drive Shared User Path Upgrade	20/09/2022	ULTIMATE CIVIL PTY LTD	84,407	Manager

Contracts granted exemption from Procurement Process between 1 July 2022 and 30 September 2022

Contract #	Contract	Award Date	Supplier	Contract Sum (ex GST)
E10871	Spendmapp by Geografia	4/07/2022	GEOGRAFIA PTY LTD	23,500
E10874	Reading Trails	25/07/2022	Canine Comprehension Pty Ltd	19,200
E10875	Snap Send Solve	11/07/2022	SNAP SEND SOLVE PTY LTD	160,377
E10884	TechOne Ci Anywhere System Review and Planning Roadmap	27/07/2022	Galaxy 42 Pty Ltd	69,449
E10897	Aged Services Software	17/08/2022	TELSTRA HEALTH PTY LTD	111,604
E10898	Valuation - 490R-504R Nepean Highway Frankston	12/08/2022	WESTLINK CONSULTING	10,500
E10899	Elevating ESD Targets Project	15/08/2022	MAV Procurement	18,100
E10902	Waste Circularity Plan - Community Engagement	25/08/2022	Kismet Forward	23,100
E10914	SmartyGrants	19/09/2022	Our Community Pty Ltd	20,000
E10920	Open Windows Upgrade	15/09/2022	Open Windows Software Pty Ltd	20,400
E10921	Freegal Music	14/09/2022	Library Ideas LLC	16,480
E10923	Final FMAC Structure Plan and Planning Scheme Amendment documents	28/09/2022	TRACT CONSULTANTS UNIT TRUST	107,000



E10926	Community Engagement Consultant Waste Circularity Plan	21/09/2022	CT MANAGEMENT GROUP	26,485
E10927	Intramaps TechOne	29/09/2022	Digital Mapping Solutions	70,000

KEY PROJECT UPDATES

The 2022/23 Capital Works Program is underway and whilst we are still experiencing cost escalations and other market pressures, Council remains committed to delivering key infrastructure to provide vital services to the community.

Key principles and funding strategies have been developed to manage unfavorable market conditions and ensure delivery of Council's strategic priorities in 2022/23. Officers are currently reviewing the Annual Capital Works program with a view to apply the funding strategies via the adoption of the 10 Year Long Term Infrastructure Plan (2022-2032).

As at 4 October 2022, the actual expenditure is \$10.58M and the forecast expenditure \$ 104.13M against the adjusted Capital Works Budget of \$104.56M, however these figures are subject to the review and adjustment of the 2022/23 Capital Works Program.

Key project updates below:-

- **Lloyd Park Pavilion:**

Footings have recently been installed and the ground floor slab has been poured. Blockwork piers (to support the first floor) have been installed and preparation of the first-floor concrete slab is underway. The project is anticipated to be completed by April 2023.

- **Jubilee Park Stadium:**

Works are progressing well on the stadium structure. The building envelope is 90% complete with Pre-cast panels installed and the roof close to completion. Significant progress has been made with rough-in of all services – mechanical, electrical and hydraulic. Ceiling and wall linings are underway throughout the amenities precinct and glazing continues to be installed. Court slabs will be poured throughout October with the first slab scheduled to be poured early October. The overall project is expected to be completed by March 2023.

- **Ballam Park Improvement works:**

Playspace and Landscape Project

- The construction of the Ballam Park South PlaySpace and Landscape Project is well progressed with completion envisaged mid-December 2022.



Integrated Water Treatment/Lake Feature Project

- Draft concept plans have been developed for a new Bio-retention scheme, ornamental lake and integrated landscape featuring new water-sensitive urban design rain gardens, picnic shelter and barbecue, jetty, viewing platform, path connections, seating, LED lighting, landscaping and sculptural elements.
- These concepts will inform a planning Permit application process and also be used to seek grant funding from Melbourne Water.
- The concepts will be presented to Council as part of the November Major Projects Advisory Committee (MPAC) and following endorsement will be presented to the Community for comment.
- The project concepts will then be progressed to detailed design phase to enable tenders to be sought in March 2023 from Contractors and progressing to Council's ordinary meeting in June/July 2022 seeking the Award of a Contract.
- Construction is then envisaged to commence September 2023 and be completed in early 2024.

- **CN10650 Facilities Management & Security Services Contract and CN10651 Cleaning Services Contract Update**

Council awarded two new contracts at its meeting held on 25 July 2022, for the provision of Facility Management & Security Services and Cleaning Services for Council owned and managed facilities across the municipality.

Contract CN10650 to Campeyn Group Pty Ltd for the programmed maintenance works for an annual payment of \$2,660,481.07 GST exclusive, and an estimated \$500,000 GST exclusive per annum for reactive works and provisional services as per the tendered schedule of rates.

Contract CN10651 to Alpha Corporate Property Services for the programmed cleaning services for an annual payment of \$2,088,862.67 GST exclusive and an estimated \$100,000 GST exclusive per annum for reactive cleaning works and provisional services.

Both contracts will commence on 14th October 2022 with an initial contract term of 4 years and an option to extend for another 2 + 2 years.

- **Kananook Gardens Project update**

- The Project Team met on site with Representatives of the Kananook Creek Association (KCA) to discuss the construction details for the planned pathways and confirmed scope.
- Cultural Heritage Management Plan (CHMP) finalised and amended by Bunurong Land Council (BLC) – awaiting final edition.
- The procurement process to engage Contractors to undertake the delivery of the new pathways and boardwalk section completed with construction works planned to commence early November 2022 with completion early 2023.
- Interpretative and wayfinding Signage component installation to commence in early 2023.



KEY MEETINGS AND ACTIVITIES

During this quarter (July – September 2022), the CEO attended meetings either face to face or via video-conferencing.

Over this period in early July 2022, the CEO was on annual leave and Shweta Babbar acted in the CEO role for 2 weeks.

The CEO performed the role of Master of Ceremonies at official openings, sod-turning and other significant events during this time.

The CEO participated in an impromptu tour of Jubilee Park building works with the Victorian State Premier, the Hon. Daniel Andrews MP joined by the Member for Dunkley, Peta Murphy MP, Member for Frankston, Paul Edbrooke MP along with Mayor Conroy and Club Presidents. The new facility will change the face of our sporting capabilities with the new elite training facilities.

During this time, the CEO was able to attend a Directorate end of financial year lunch at the Operations Centre with the Infrastructure and Operations staff.

Listed below is a snapshot of the meetings attended by the CEO during July to September 2022:

- Weekly meetings with the Mayor covering topics such as Advocacy, Communications, Developers matters and Economic Development, Investment & Activation;
- Participation in 'meet the Mayor and CEO' sessions with various community groups/representatives including the Langwarrin Men's Shed;
- Participation in the Affordable and Social Housing sub-committee meetings;
- Participation in the Destination Events Working Group;
- Participation in various meetings managed through the Mayor and CEO session format;
- Participation in various meetings with Council's Management Team;
- Workshop held with Executive Management Team regarding Staff Survey results;
- Participation in the Council's Audit and Risk Committee meeting;
- Participation in the Frankston Revitalisation Board meeting;
- Meeting with Uncle Shane and CEO Steve Helberg of the Bunurong Land Council Aboriginal Corporation;
- Meeting with Paul Edbrooke MP, Member for Frankston;
- Meeting with Peta Murphy MP, Member for Dunkley;
- Meeting with Liberal Candidate for Frankston;
- Meeting with Liberal Candidate for Carrum;
- Meeting with Tracey Cooper, Chair Southern Metropolitan Partnership;
- Meeting with Justin Burney, Director Suburban Revitalisation;
- Meeting with Alex Green, Executive Director – Greater Metropolitan Region, Department of Transport;
- Meeting with Frankston District Netball Association;
- Meeting with Frankston Basketball Stakeholders hosted by Peta Murphy MP;
- Tour of the Casey Stadium followed by a meeting with the Bayside Gymnastics;
- Attendance at the Ministerial Visit by Minister for Suburban Development, the Hon. Melissa Horne MP – Chisholm Institute site and outdoor dining area along Wells Street;



- Meeting with Vicki Ward MP, Parliamentary Secretary for Transport;
- Participation in State election announcements at the Frankston Basketball Stadium and Sandfield Reserve;
- MC role at the Citizenship Ceremony in July 2022 and two citizenship ceremonies held on 17 September 2022 in Carrum Downs Recreation Reserve – Community Pavilion;
- MC role at the Official opening of the Monterey Reserve Soccer Pavilion;
- MC role at the Sculpture unveiling – Eel Race Road;
- MC role at the Official opening of Evelyn Street Pocket Park;
- Participation in various Local Government CEOs COVID-19-19 briefings;
- Participation in various Monash Health – South East Public Health Unit briefings;
- Participation in the Local Government CEO's biosecurity briefing with Agriculture Victoria;
- Participation in various Joint State/Local Government CEO's forum including DJPR and MAV;
- Participation in the Southern Metropolitan Regional Partnership meeting;
- Participation in the Local Government forum – the Circular Economy Act and Recycling Victoria meeting;
- Participation at various Jubilee Park Indoor Stadium – Project Advisory Group meetings;
- Participation in a number of meetings with fellow CEO's regarding South-East Melbourne Advanced Waste Processing (SEMAWP);
- Participated in a tour of Cardinia Civic Centre including meeting with the Mayor and CEO;
- Participated in the National Meals on Wheels Day 2022;
- Participated in the AFLW (Hawthorn Football Club) promotional activity at Frankston Park;
- Participated in the launch of the Kinetic Stadium naming at Frankston Park;
- Attendance at the AFLW Pre Match Function and Game at Frankston Park – Hawthorn vs West Coast;
- Hosted a meeting with the Mayor and CEO from Mornington Peninsula Shire Council with Mayor Conroy also attending;
- Attendance at various Greater South East Melbourne Group (GSEM) meetings involving CEOs;
- Attendance at the GSEM State Election launch;
- Chairing of the GSEM Employment Precincts Sub-Committee meeting;
- Attendance at the South East Airport Regional working group (part of GSEM);
- Attendance at the Frankston CommSafe meeting held at McClelland Gallery;
- Attendance at the USPGA visit to Peninsula Kingswood Country Golf Club;
- Attendance at the Frankston Business Collective Launch;
- Attendance at the future of School Crossing Service virtual meeting;
- Attendance at the SECCA's Leaders' breakfast;
- Attendance at the Meals on Wheels Day 'morning tea' event with Mayor Conroy;
- Meeting with the builders and project managers of the Frankston Hospital redevelopment project;
- Meeting with the Road Safety Camera Commissioner;
- Meeting to discuss the Public Arts Strategy;
- Meeting with representatives from Vicinity Centres;
- Meeting with the Peninsula Leisure CEO and Chair.



ADVOCACY

Commuter Car Park – Kananook

Officers met with the Federal Department of Infrastructure, Transport, Regional Development, Communications and the Arts to discuss progress on the project, highlighting the detailed design development process and recent community engagement with key stakeholders on the project. Additionally, officers raised concerns regarding the recent unprecedented construction market cost escalations and potential impacts on the project, seeking a commitment from Federal Government to partner in managing any potential project impacts in order to meet key project milestones for construction to commence in early 2023.

Greater South East Melbourne Group (GSEM)

During this period, meetings were held monthly with the GSEM CEO group enabling opportunities for Frankston to advocate for better outcomes (includes shires of Cardinia and Mornington Peninsula, and the cities of Knox, Casey, Frankston, Greater Dandenong, Kingston and Monash). The vision is for job creation, job retention, future proofing the community and ensuring liveability and sustainability.

Frankston is overseeing the GSEM Project Portfolio for Employment Precincts. The first meeting, chaired by Phil Cantillon CEO was held on 8 September 2022 with presentations from the relevant Council representatives on projects listed below:

- Monash National Employment and Innovation Cluster;
- Knoxfield Employment Hub;
- Kingston Chain of Parks;
- Dandenong National Employment and Innovation Cluster;
- Fountain Gate-Narre Warren;
- Berwick Health and Education Precinct;
- Officer Town Centre;
- Frankston Revitalisation;
- Hastings Precinct.

The purpose of this group is to share ideas, best practices, greater knowledge and collaboration, building a stronger narrative for the regional precincts and interest/buy in from other levels of government and key stakeholders. Another meeting is scheduled for early November 2022.

The CEO is also a member of the newly formed Southeast Airport regional Working Group (part of GSEM), the group will focus on achieving an airport in Cardinia Council. The next meeting is scheduled for early October 2022.

Advocacy and engagement with Members of Parliament, candidates and key stakeholders

Council had numerous meetings with locally elected Members of Parliament, Ministers, candidates and other key stakeholders, including:

- Victorian Minister for Environment and Climate Change the Hon Lily D'Ambrosio MP and State Member for Frankston Mr Paul Edbrooke MP visited to officially open the newly redeveloped Witternberg Reserve Playground.



- Victorian Minister for Community Sport the Hon Ros Spence MP and State Member for Frankston Mr Paul Edbrooke MP visited to officially open the new Monterey Reserve Soccer Pavilion.
- Meeting with Creative Victoria to highlight the Frankston Regional Arts Trail project as an opportunity for future investment.
- Meeting with Victorian Minister for Community Sport the Hon Ros Spence MP and State Member for Frankston Mr Paul Edbrooke MP to discuss the Frankston Basketball and Gymnastics Stadium and Pines Forest Aquatic Centre projects.
- Victorian Minister for Suburban Development the Hon Melissa Horne MP and State Member for Frankston Mr Paul Edbrooke MP visited to tour Chisholm Institute Frankston Campus and view city centre revitalisation works underway including Street Art, White Street Mall upgrade and Station Street improvements.
- Meeting with Federal Member for Dunkley Ms Peta Murphy MP regarding local projects.
- Victorian Treasurer the Hon Tim Pallas MP, State Member for Frankston Mr Paul Edbrooke MP and Federal Member for Dunkley Ms Peta Murphy MP visited Frankston High School alongside Council.
- Meeting with Department of Transport to discuss a range of local transport infrastructure projects across Frankston City.
- Meeting with Victorian Parliamentary Secretary for Transport Ms Vicki Ward MP and State Member for Frankston Mr Paul Edbrooke MP to discuss a range of local transport infrastructure projects across Frankston City.
- Meeting with the Federal Department of Infrastructure, Transport, Regional Development, Communications and Arts to discuss the Kananook Commuter Car Park project.
- Victorian Minister for Public Transport the Hon Ben Carroll MP and State Member for Frankston Mr Paul Edbrooke MP visited Frankston Signal Box for the 100th anniversary celebration.
- Meeting with Victorian Liberal Candidate for Frankston Mr Michael O'Reilly to discuss the upcoming state election and key advocacy priorities.
- Meeting with Electorate Officers in State Member for Frankston office Meeting with Victorian Liberal Candidate for Carrum Ms Bec Buchanan to discuss the upcoming state election and key advocacy priorities.
- Meeting with State Member for Carrum the Hon Sonya Kilkeny MP regarding Seaford Kindergarten.
- Meeting with the Victorian Department of Jobs, Precincts and Regions regarding the Frankston Regional Arts Trail project.
- Funding announcement at Frankston Basketball Stadium with State Member for Carrum the Hon Sonya Kilkeny and State Member for Frankston Mr Paul Edbrooke MP.
- Meeting with the Federal Department of Infrastructure, Transport, Regional Development, Communications and Arts to discuss the Kananook Commuter Car Park project.
- Victorian Minister for Environment and Climate Change the Hon Lily D'Ambrosio MP and State Member for Frankston Mr Paul Edbrooke MP visited to officially open the new Evelyn Park.
- Funding announcement at Sandfield Reserve with Premier the Hon Daniel Andrews MP and State Member for Carrum the Hon Sonya Kilkeny MP.



Advocacy Campaign 2022

Five priority projects are currently being lobbied for on behalf of the Frankston City community during the 2022 state election:

- **Frankston Basketball and Gymnastics Stadium redevelopment** – A \$15 million election commitment was made by a re-elected Victorian Andrews Government in September 2022 with the Hon Sonya Kilkeny MP and Mr Paul Edbrooke MP. Council continues to advocate for a matched election commitment from the Victorian Opposition.
- **Pines Forest Aquatic Centre redevelopment** – Officers are investigating opportunities to deliver improvements as part of the Pines Forest Aquatic Centre and Monterey Reserve Master Plans through existing grant programs from Federal and Victorian Governments.
- **Sandfield Reserve Precinct Revitalisation** – A \$1 million election commitment was made by a re-elected Victorian Andrews Government in September 2022 with the Hon Daniel Andrews MP and the Hon Sonya Kilkeny MP. Council continues to advocate for a matched election commitment from the Victorian Opposition.
- **Frankston Regional Arts Trail** – Council has met with numerous peak bodies throughout July-September to raise awareness regarding the project and in seeking feedback on further progressing the project to become successful in securing funding commitments.
- **Enhanced Recycled Water Capacity** – Officers are investigating opportunities to deliver this project through existing Victorian and Federal Government grant programs.

Council also continues to advocate on a number of other local projects of interest to both levels of government, including Nepean Boulevard Revitalisation, Frankston Rail Electrification, Kananook Station accessibility improvement, Beach Street underpass improvements and more.



Grant Tracking Report



Please note: Projects identified in the outcomes known section includes the outcomes highlighted in the 'applications made section' along with applications made in other months across the calendar year.

Frankston Revitalisation Board

The Frankston Revitalisation Board was due to end in June 2022 however the State Government extended the Board for another 12 months. Mr Phil Cantillon, CEO has been selected to once again represent Frankston City Council on the Board along with the Mayor of the Day.

During this period, the Board held a meeting on 16 September 2022 with both the Mayor, Cr Nathan Conroy and CEO, Mr Phil Cantillon attending along with Angela Hughes, Director Communities.

Meetings will continue to be chaired by the Member for Frankston, Mr Paul Edbrooke MP and various organisations across our municipality along with State Government officials will participate over the next 12 months. The board will focus on continuing to implement the revitalisation strategy (vision for Frankston) along with reviewing key action plans and strategies for the Frankston Town Centre including car parking reviews, updates on responding to alcohol and other drugs in Frankston and the Mornington Peninsula program.

Frankston Early Parenting Centre (EPC) Board

There were no Frankston Early Parenting Centre Board meeting held during this period due to several factors. Normally co-chaired by Mr Paul Edbrooke MP, Member for Frankston and Ms Sonya Kilkenny MP, Member for Carrum. Mr Cantillon holds a position on the board as a representative of Frankston City Council.



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

Frankston Metropolitan Activities Centre Car Parking Committee

In Mid-November 2022, drivers in Frankston CBD (Young Street and Young Street car park, Playne Street and Playne Street car park, Wells Street, Thompson Street and Park Lane) will be able to locate available parking through a new App and digital signage, track a countdown of remaining parking time and receive clear notice of when to vacate the space without incurring a fine.

A communication and promotion package are being rolled out.

Homelessness update

The Mayor Cr Nathan Conroy, Councillor Sue Baker, Councillor Claire Harvey along with Johann Rajaratnam Manager City Futures and Rachel Masters Coordinator Social Planning and Policy visited "Viv's Place" in Dandenong on 18 July 2022 at the invitation of Launch Housing. Viv's Place is a new social housing development that provides units for people to live in together with wrap-around support for residents. The purpose of the visit was to see how this model of housing works.

At the 15 August 2022 Council Meeting, Council endorsed the establishment of the Housing Advisory Committee and adopted its Terms of Reference. The purpose of this Committee is to monitor, advocate and provide advice on local housing needs within Frankston City. For the period between 15 August 2022 until 17 November 2022, the Mayor Cr Nathan Conroy, Cr David Asker, Cr Sue Baker and Cr Claire Harvey were endorsed as Councillor delegates to this committee.

Council's Housing Affordable Committee met on 2 and 30 August 2022. This Committee elected Cr Baker as the new chair.

Rachel Masters, Coordinator Social Planning and Policy also supported the Frankston Zero working group on their Forum, to be held in October 2022.

Cancellation of Mayor's Family Picnic

Council was forced to cancel the Mayor's Family Picnic scheduled for Saturday 17 September 2022 due to wet and windy weather conditions. A hard decision to make on the eve of the event however it was essential to put safety first.

Audit and Risk Committee update

The Audit and Risk Committee met on 20 September 2022 to approve the end of year Consolidated Financial Report and Performance Statements and Peninsula Leisure Financial Performance Report ending 30 June 2022. The next meeting is scheduled for Friday 14 October 2022.



Update on Aged Care Reform

The Community Care team currently provides services under the Commonwealth Home Support Program (CHSP) for eligible residents over the age of 65, or over 50 for Aboriginal and Torres Strait Islander people. Services for younger people are provided under the Home & Community Care Program for Younger People (or HACC PYP).

In 2018, Prime Minister Scott Morrison announced a Royal Commission into the Aged Care sector. The commission investigated the quality of care provided in Residential and Home Aged Care to senior Australians, and younger people with disabilities living in residential aged care facilities.

In 2019, in the context of responding to the Royal Commission's Interim Report, the Commonwealth Government announced its intention to establish a Single In-Home Care Program. This will be a single program to replace the Commonwealth Home Support Program (CHSP) and the Home Care Packages Program and deliver timely and flexible care services that are tailored to consumers needs.

The Commonwealth Government recently announced the new model of service that was scheduled to commence in July 2023, has now been deferred to July 2024. The delay in implementation was due to overwhelming feedback from Victorian Councils, and to allow further consultation within the sector. Council officers are currently rebuilding the aged care workforce and participating in the consultation process to ensure Frankston is well positioned to support the reform implementation and meet community expectations.

Update on Kindergarten Reform

The Victorian Government recently announced free kindergarten for all 3 and 4 year old children commencing in 2023, included in the announcement is delivery of 30 hours of kindergarten for 4 year olds commencing in 2025. Whilst this announcement is fantastic for all Victorian pre-school children, the implementation will place additional pressure on existing infrastructure and will significantly increase the demand for new and or expansion of existing buildings.

Council officers have undertaken an assessment of existing infrastructure and identified several kindergartens that can be expanded, these expansions will be crucial to ensuring children have access to community kindergartens to support educational outcomes. Officers will continue assessment and planning of Council kindergarten facilities and provide support to kindergarten providers and families across the municipality.

Thank you for taking the time to read this report.



OFFICE USE ONLY: A4777960

Activities	Description	Actuals 2020-21 \$5.27m	Actuals 2021-22 \$2.42m	2022-23 Allocation \$0.554m	2022-23 Forecast spend	2022-23 Actual spend to date	Status update	Total Package \$8.24m
Mental Health support programs	Provide training to community groups to support their members and the community with mental health issues.	-	15,823	84,177	84,177	12,721	Online and face to face training has commenced.	100,000
Frankston Business Collective	Establishment, development and operation of the 'Frankston Business Collective'	-	117,238	217,763	217,763	90,107	Continued support to establish the Frankston business collective, through officer time, events and marketing collateral.	335,001
Loyalty and marketing campaigns	Frankston Local to Local business grants offered a voucher of \$1000 to eligible business from businesses within the Frankston Municipality.		84,843	16,960	16,960	818	Payment of outstanding grants that were awarded in 2021-2022.	101,803
Expansion of Invest Frankston Business Grant funding pool	Expanded funding pool for the Invest Frankston Business Grants to support investment attraction and activate commercial and industrial premises to stimulate all sectors of the economy.	232,000	-	165,000	165,000	88,781	Payment of outstanding grants that were awarded in 2021-2022.	397,000
Long Term vacant shop fronts	'Top up' existing grants to attract businesses to operate long term vacant shop fronts in the municipality.	50,000	11,475	88,525	88,525	21,738	Payment of outstanding grants that were awarded in 2021-2022.	150,000
Community Support Frankston (CSF)	Material Aid Continued grant for Community Support Frankston in order to extend their ability to respond to the needs of the most vulnerable members of the Frankston community. (additional \$175,000 allocated for 2023/24)			175,000	175,000	40,587	Ongoing provision of two staff to support service delivery.	175,000
Council car parking relief	Additional twelve months of the first two hours of parking free at the following car parks: - Frankston East Car Park - Cranbourne Road Car Park - Playne St Car Park - Mechanics Hall Car Park			127,000	127,000	50,205	Free parking at eligible car parks July - September	127,000
Business Concierge	Continuation of the Better Approvals Project Business Concierge Services			110,000	110,000	-	Business Concierge position has been vacant. Recruitment is currently being undertaken.	110,000
Positioning Frankston Program	Program to position Frankston as a destination city, highlighting the importance of events, development and investment.			100,000	100,000	-	Planning has commenced	100,000
	Other package activities fully delivered and complete in 2020-2021 and 2021-22 and not continued into 2022-2023	4,884,950	2,189,537	-				7,174,487
	Total Relief and Recovery packages	5,266,950	2,418,916	1,084,425	1,084,425	304,937		8,770,291
							Total Packages Value	8,770,291

Executive Summary**12.3 Outcomes of the Audit & Risk Committee Meeting - 20 September 2022**

Enquiries: (Kim Jaensch: Corporate and Commercial Services)

Council Plan

- | | |
|----------|--|
| Level 1: | 6. Progressive and Engaged City |
| Level 2: | 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 present to Council the unconfirmed minutes of the Audit and Risk Committee (Committee) meeting held on 20 September 2022.

Recommendation (Director Corporate and Commercial Services)

That Council:

1. Receives the unconfirmed minutes of the Audit and Risk Committee meeting held on 20 September 2022; and
2. Resolves the attachment remains confidential indefinitely on the grounds that it as it contains details of existing audits and other information which includes Council business information, security information, law enforcement information, legal privileged information, personal information, private commercial information and confidential meeting information (Local Government Act 2020, s.3(1)(a), (b), (d), (e), (f), (g) and (h)). Premature release of this information would impact the status of the audits and compromise the ability for future audits to be properly undertaken.

Key Points / Issues from the 20 September 2022 Meeting (Attachment A)

- The Draft 2021-2022 Financial Report from Peninsula Leisure Pty Ltd was noted by the Audit and Risk Committee (Committee).
- The Draft 2021-2022 Consolidated Financial Report and Performance Statement was presented to the Committee. The Committee acknowledged the efforts by the staff and management in preparing the accounts in challenging circumstances.
- The Committee noted the draft closing report provided by the External Auditors advising that there were no significant issues.
- A verbal update was provided by Gordon Robertson, Crowe updating the Committee on the outcomes of the external audit for 2021-2022.

Financial Impact

Costs for supporting the Audit and Risk Committee and Internal Audit function are covered within Council's current budget.

Consultation**1. External Stakeholders**

Community engagement is not undertaken in relation to these matters.

2. Other Stakeholders

The relevant internal stakeholders have been notified of the actions that need to be undertaken for this Committee meeting.

12.3 Outcomes of the Audit & Risk Committee Meeting - 20 September 2022**Executive Summary****Analysis (Environmental / Economic / Social Implications)**

There are no social, economic or environmental implications in relation to 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

Council is required to establish an Audit and Risk Committee under the *Local Government Act 2020* for the purpose of focusing on issues relevant to the integrity of Council's financial reporting, monitoring risk management systems and liaising between external auditors, internal auditors and management.

Policy Impacts

There are no policies or protocols that affect the decision of this report.

Officer's Declaration of Interests

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

Risk Mitigation

The Committee is a fundamental component of a good corporate governance structure and is an Advisory Committee of Council. Its purpose is to assist and advise Council in the areas of financial reporting, external audit, internal audit, risk management, ethics, control framework and good governance, generally through compliance with the *Local Government Act 2020* and other applicable laws and regulations.

Conclusion

The unconfirmed minutes of the Audit and Risk Committee meeting held on 20 September 2022 are presented to Council for consideration and endorsement.

ATTACHMENTS

Attachment A: Unconfirmed Minutes of meeting - Audit and Risk Committee - 20 September 2022 - **CONFIDENTIAL**

Executive Summary**12.4 Frankston Arts Advisory Committee - Report**

Enquiries: (Tammy Ryan: 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 brief Council on the minutes of the Frankston Arts Advisory Committee meeting held on 20 September 2022 and its recommendations to Council.

Recommendation (Director Customer Innovation and Arts)

That Council:

1. Receives the Minutes of the Frankston Arts Advisory Committee meeting of 20 September 2022;
2. Notes and adopts the changes to the Frankston Arts Advisory Committee's Terms of Reference from a minimum of ten meetings to eight meetings per year with a review to be held in 12 months' time; and
3. Approves the re-appointment of Ms Barbara Crook as the Independent Chair of the Frankston Arts Advisory Committee for a further four years to 15 February 2026.

Key Points / IssuesFrankston Arts Advisory Committee Minutes (FAAC) – September 2022

The September meeting was convened with members of FAAC to discuss the agenda items and make recommendations where appropriate to Council for approval.

Discussed by the Committee at the meeting 20 September 2022:

- **Presentations:**

- Coordinator Events presented an overview of main activities, services plus recent achievements; and
- Coordinator Tourism and Campaign Marketing provided an overview of main services and recent achievements.

- **Library Wall:**

Discussions were held on potentially updating the mural currently on the Frankston Library wall facing Playne Street as part of the BPF in 2023, further discussions with the curator of BPF and relevant internal stakeholders will be held to determine the suitability of its inclusion in the festival.

- **Seaford Wall:**

The Committee were updated on the possibility of a suitable wall for a mural on the corner of Nepean Highway and Broughton Avenue, Seaford. Previously, the tenant did not express interest in this opportunity however, Officers will re-engage with the tenant to ascertain whether this opinion is upheld.

12.4 Frankston Arts Advisory Committee - Report**Executive Summary**

- **Oliver's Hill Sculpture Commissions:**

Officers updated the Committee on the current status of the commissions for two sculptures – one at the base of Oliver's Hill and the other at the commencement of the walking trail at Sweetwater Creek.

The expression of interest process for this project is currently under development and will be advertised this financial year with fabrication and installation proposed for 2023/24.

- **Mile Bridge/Nepean Highway:**

A sculpture for this location was discussed, with the desire for the sculpture to be of the scale of the new *Beacon* sculpture at Nepean Highway and Eel Race Road. It is proposed that an expression of interest process be undertaken in 23/24 with fabrication in 24/25 pending funding and authority approvals.

- **Sculptures for Lease/Purchase:**

A discussion on the current leased sculptures was held to explore options past the conclusion of lease agreements. *Reflective Lullaby* is currently leased until October 2023. Director, McClelland will present at the October FAAC meeting.

- **Approval Process for Sculpture by the Sea Leases:**

Sculpture by the Sea's primary goal is to sell sculptures, rather than lease them, therefore, the most appealing and popular sculptures are usually sold and are not available to lease. To ensure Council have high quality sculptures to choose from moving forward, the Committee discussed seeking a range of ways to commission, lease and purchase sculptures.

- **Number of Frankston Arts Advisory Committee (FAAC) Meetings:**

It was suggested that the Terms of Reference are changed so there is minimum of eight meetings per year, rather than ten. The Committee agreed to this recommendation with a review to be held in 12 months' time.

Re-appointment of Committee Member – Barbara Crook

Seek the re-appointment of Frankston Arts Advisory Committee Independent Chair, Barbara Crook for a further four year term until 15 February 2026 as per the Terms of Reference (Attachment B).

Financial Impact

There are financial costs, however, these costs can be accommodated within existing budgets.

Consultation**1. External Stakeholders**

Frankston Arts Advisory Committee and Sculpture By The Sea

2. Other Stakeholders

Relevant internal departments as required.

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.

12.4 Frankston Arts Advisory Committee - Report**Executive Summary**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.

Officer's Declaration of Interests

Council officers involved in the preparation of this report have no Conflict of Interest in this matter related to the minutes of the FAAC or Council report.

Risk Mitigation

Risks have been considered and mitigations are considered achievable.

Conclusion

Minutes of the FAAC meeting on 20 September 2022 are included for Council information (Attachment A).

The Terms of Reference (Attachment B) for the Frankston Arts Advisory Committee have been updated to reflect the changes from a minimum of ten meetings to eight meetings per year and will be reviewed in 12 months.

Council agrees to re-appoint Ms Barbara Crook as Independent Chair of the Frankston Arts Advisory Committee for a further four year term until 15 February 2026.

ATTACHMENTS

Attachment A: [↓](#) FAAC September Meeting Minutes

Attachment B: [↓](#) Frankston Arts Board Advisory Committee - Terms of Reference - Updated 21 September 2022

Attachment C: FAAC - Board Membership - Barbara Crook Biography -
CONFIDENTIAL



FRANKSTON ARTS & CULTURE

FRANKSTON ARTS ADVISORY COMMITTEE MEETING

MINUTES OF THE MEETING
Tuesday 20 September 2022
6.30 – 8.30pm
Peninsula Room, FAC

1	Governance: General	
1.1	Welcome and apologies	<p>Present</p> <p>Ms Barbara Crook (Chairperson)</p> <p>Ms Tammy Ryan</p> <p>Mr Nic Velissaris</p> <p>Ms Rebecca Umlauf</p> <p>Cr David Asker</p> <p>Cr Kris Bolam</p> <p>Apologies</p> <p>Mr Joe Grimes</p> <p>Mr Douglas Spencer – Roy</p> <p>Ms Shweta Babbar</p> <p>Mr Phil Cantillon</p> <p>Ms Ally Bruce</p>
1.2	Determination of quorum	A quorum was declared.
1.3	Declaration of interests	
1.4	Confirmation of Agenda	Agenda confirmed.
1.5*	Approval of minutes – August 2022	<p>The Minutes of the FAAC meeting held on Tuesday 30 August 2022 were previously approved by the Committee via email.</p> <p>Carried</p>
1.6	Action items/Matters arising	<p>Action items were noted.</p> <ul style="list-style-type: none"> Officers continuing to review the proposed new sculpture locations. Following feedback from PARC and Sculpture by the Sea, it was recommended for <i>Marsh Boat</i> and <i>Vertical Wave</i> sculptures to remain in their current locations. PARC's General Manager advised that they liked the way <i>Vertical wave</i> fit with the aquatic theme. Feedback regarding <i>Marsh Boat</i> was conveyed, advising that relocation to PARC was not recommended due to the sculpture not being robust enough to cope with possible interaction i.e. children etc. Recommendation is to leave the sculptures at their current sites. Promotions will start in October- November regarding the new sculptures.

		<ul style="list-style-type: none"> Landscaping, signage and lighting also need to be considered as part of the assessment and budgets when considering sculptures. <p>Noted</p>
2	Management Updates	
2.1	Arts & Culture – KPIs Report and Financials	A quarterly report will be ready for the next meeting scheduled in October 2022.
3	Guest Speakers:	
3.1	Lisa Byrne, CEO McClelland Gallery	<ul style="list-style-type: none"> Apology
3.2	Coordinator Events - Update	<p>Coordinator Events provided an overview on main activities, services plus recent achievements.</p> <ul style="list-style-type: none"> Mayor's Family Picnic (cancelled this year due to inclement weather). Pet's Day Out at Ballam Park in 22nd year to promote responsible pet ownership. Christmas Festival of Lights –attracts approx. 45,000 each year. Waterfront Festival in its 24th season held in February. Party in the Park in 13th season at Cruden Farm in Langwarrin held in April school holidays. Primary school age demographic is very popular and links with MCH and After School Services. The Events Team also assist guide applicants through the process of holding External Events and act as a central concierge.
3.3	Coordinator Tourism and Campaign Marketing - Update	<p>Coordinator Tourism and Campaign Marketing provided an overview on main activities plus recent achievements.</p> <ul style="list-style-type: none"> Undertook a Digital Strategy to identify Frankston's tourism tone - fun, excitable, humble but always on the pulse. Frankston community is very active and residents are the key to engaging with our largest visitor market (visiting friends and relatives) Discover Frankston website receives approx. 150k hits per annum and Facebook and Instagram have over 30,000 followers. Awards received Australian Street Award for Best Street Art Tour and Bronze in the Victorian Top Tourism Awards. Launched What's On Frankston website to enable residents and visitors to see what's on across all event genres in a single location. Includes interactive component so community can personalise their experience and upload own events. Team are supporting the marketing of major events. Discover Frankston channels are receiving very good feedback from various industry bodies as example of how Councils can successfully engage and promote a destination - including Visit Victoria, Channel 9's Postcards and local businesses. Destination Event Attraction Program – new program with \$250K funding pool allocated – to attract high profile events to the city which will reach new audiences and position city as creative destination. Two rounds this year; 1st round completed with 4 events to be released shortly. Pixar Putt, Sunset Twilight Markets, NYE Festival and Country Music Festival on the Waterfront. [REDACTED] At the end of year one, anticipated 70,000 attendee; \$9.085m economic impact for the community and 41 jobs created as a result of the program.

		<ul style="list-style-type: none"> Destination Events Strategy – currently at the bench-marking stage. This will be a guiding document for the future development and attraction of events to Frankston. Anticipating a draft in late October The team are exploring the world of Tik Tok, managing videography for all events to ensure consistent look, feel and quality and working with metropolitan media partners including Time Out Melbourne, Concrete Playground and Beat Magazine to promote the city's events and the destination more broadly to new audiences Product and experience development - also in the process of creating new maps and brochures to promote the city's sculptures and street art and also creating a digital tool to support people to find and learn more about the city's public art.
4	Arts & Culture Projects	
4.1	Library wall & Seaford wall	<p>Library Wall</p> <ul style="list-style-type: none"> It was proposed that the front Library Wall facing Playne Street be considered as a location as part of Big Picture Festival (BPF) in 2023. <p>Action: Further discussions with the curator of BPF and relevant internal stakeholders will be held to determine the suitability of its inclusion in the festival.</p> <ul style="list-style-type: none"> It was advised that concepts for BPF are vetted only for inappropriate content and Council do not ordinarily set a prescriptive brief. It was suggested that perhaps the Schools who participated in BPF could be involved in this wall. It was advised that the Schools participation in BPF will now occur bi-annually (pending funding) to allow the process and engagement with schools and young people to be more robust. Timing with the start of school year and the BPF occurring in March has not previously allowed adequate time for deep engagement or ideal timeframes to prepare students; however, changing to a bi-annual participation model will alleviate this and provide a longer lead-time for both the professional artists, schools and young people. <p>Seaford Wall –</p> <ul style="list-style-type: none"> It was suggested that an artist engaged for BPF be contracted to stay an extra week after BPF to paint this wall, however, it would not be included as part of BPF festival week as the location is too far from the City Centre and Street Art Walking Tour route. It was proposed that one wall outside of the CAA be chosen each year to engage a BPF artist after the festival week to capitalise the quality of artist/s in the region at this time. Place Activation Officer has reached out to tenant previously and indicated that the tenant did not express interest for a mural to be painted on the wall and would prefer to be able to utilise for advertising. <p>Action: Officers to reach out to tenant to clarify their interest.</p>
4.2	Oliver's Hill Sculpture Commissions	<ul style="list-style-type: none"> Currently drafting the EOI for this commission for two sculptures. Fabrication and installation planned for next financial year 23/24. Council Officers will investigate the use of sustainable materials for this sculpture due to its proximity to the bay and high exposure to a range of weather conditions. Sculpture by the Sea may be able to assist with advice. <p>Action: Council Officers to seek advice from relevant organisations.</p>

		Action: Officers to investigate whether this project aligns with any revitalisation funding available.
4.3	Mile Bridge/Nepean Hwy	<ul style="list-style-type: none"> It is proposed that this sculpture be of the size and scale of the Beacon. An EOI process is proposed to be undertaken in 23/24 with fabrication in 24/25 pending budget, site assessments and authority approvals. ██████████ an idea around "The Old Lady who lives in a Shoe" images to spark imaginations and would like further discussion and contribution from FAAC members to present ideas for a sculpture at this site to assist in informing the EOI brief. <p>Action: FAAC Members to select images that may provide inspiration for a high profile gateway sculpture to inform EOI at a future meeting. This to be undertaken post Public Art Strategy in line with outcomes and actions identified which will also inform EOI.</p> <ul style="list-style-type: none"> Other FAAC members indicated that there is already a shoe on Moorooduc Freeway not too far from this site.
4.4	Sculpture for Lease/Purchase	<ul style="list-style-type: none"> <i>Reflective Lullaby</i> is currently leased from McClelland until October 2023. ██████████ <p>Action: Council Officers to liaise with McClelland to assess possible options.</p> <ul style="list-style-type: none"> Director, McClelland Gallery will present options of other sculptures available to lease at the October FAAC meeting.
4.5	Approval Process for Sculpture by the Sea Leases	<ul style="list-style-type: none"> Sculpture by the Sea's primary goal is to sell sculptures not to lease them, therefore, the most appealing and popular sculptures are usually sold and therefore, not available to lease. ██████████ <p>██████████</p> <p>Action: Council Officers to review the motion regarding sculpture approval processes and provide feedback on options.</p> <ul style="list-style-type: none"> Other ways to commission, lease and purchase sculpture was discussed with Artpark, Sydney recommended by Cr Bolam as a potential avenue. <p>Action: Council Officers to make contact with Artpark staff to seek further information. https://artpark.com.au/</p>
5	Capital Works	
		NA
6	Strategy	
		NA
7	Any Other Business	
7.1	Number of FAAC Meetings and Terms of Reference (TOR)	<p>Committee agreed to have a minimum of 8 meetings a year with a mixture of face-to-face and zoom with a review in 12 months' time.</p> <p>The Terms of Reference will be adjusted to reflect the above change and forwarded to the next Council Ordinary Meeting to be ratified.</p> <p>Action: TOR to be updated.</p> <p>Moved: Nic Velissaris Seconded: Rebecca Umlauf Carried unanimously</p>
		Confidential Items
C.1	N/A	

8.	Next Board Meeting and forward agenda	
8.1	Next FAAC Meeting Tuesday 18 October 2022 – Cube 37 North Studio at 6.30pm	Face to Face Apology: [REDACTED]
	Confirmed as a Correct Record	Chairperson: Barbara Crook – 29/9/2022

The meeting closed at 8.40pm



Arts Advisory Committee

Terms of Reference

Version 3

V1	Adopted by Council on 31 August 2020
V2	Administrative amendment shown in bold blue & italic font was made 1 March 2022 to reflect change of Directorate from Communities to Customer, Innovation and Arts
V3	Committee agreed changes to the minimum number of meetings to 8 per year on 20 September 2022. Endorsed by Council on XX XXXX 2022

A4767881



Purpose

The Arts Advisory Committee (Committee) has been established to embody Council's vision in all aspects of arts, culture and literacy throughout the municipality.

The key role of the Committee is to provide independent advice and promote high-quality art, public performance activities and library services; recognising the contribution of local independent practicing artists, writers and the importance of the arts and literacy in the development of children and young people.

Objectives

The objectives of the Committee are to:

1. Develop, review and provide advice to Council regarding the strategic direction for arts, culture and literacy;
2. Seek and establish appropriate external funding support for programs via government, philanthropic and sponsorship sources;
3. Ensure a balanced provision of community service obligations and commercial imperatives,
4. Provide high level input into the planning processes for arts, culture and literacy programs;
5. Provide high level advice to guide arts and literacy capital investment outcomes;
6. Support and develop local and emerging artists and writers;
7. Promote art, public performance and literacy activities;
8. Provide high level input into effective marketing and visitor attraction strategies for arts, culture and literacy programs; and
9. Monitor community feedback and changing trends regarding arts, culture and literacy engagement.

Committee Composition

The Committee shall consist of up to ten members comprising, where possible, of the following:

- One (1) independent Chairperson
- Councillor representative/s (appointed as part of Council's annual Councillor delegate appointment process) (2)
- Chief Executive Officer (or delegate) (1)
- Voluntary Members (5)
- Manager Arts and Culture (1)

Period of Tenure

Unless otherwise resolved by Council, Councillor appointments are for one (1) year and all other appointments are for a period of four (4) years, with the exception of the Manager Arts and Culture and Chief Executive Officer (or delegate). If a resignation from the Committee occurs within the four (4) year term, the Committee will bring the matter to the attention of Council.

A4767881



Committee members shall not be able to serve more than three consecutive terms on the Committee.

Appointments to the Committee shall be determined by the Council and the Council may at any time remove a member of the Committee. Any such appointment shall be subject to the person signing a Council "Consent to Act" statement prior to taking their seat on the Committee.

Appointment of Voluntary members by Council to the Committee

The make-up of the Voluntary members of the Committee will consist of a diversity of skills and knowledge from industries and the broader community; targeting gender balance, multi-generational, indigenous, arts, cultural, literacy, marketing, digital, business, financial and legal representation.

The selection and appointment by Council of the Voluntary members to the Committee will be by:

- applications from public advertisement;
- response to key criteria; and
- interview process.

An existing Committee Member may be reappointed by agreement of the Council at the completion of their term, for no more than 3 consecutive terms, without the need to reapply, subject to satisfactory performance of that Committee Member.

Council reserves the right not to appoint a person in response to the advertisement process and to not reappoint a Committee Member at the completion of any term.

Appointment of the Independent Chairperson

The CEO and Mayor will make recommendations to Council in relation to the selection of a preferred candidate, after a recruitment process. Recruitment may be made via specialist recruitment agencies or by consideration of existing Committee members, who have both considerable experience with the Committee and specialist experience in governance.

Selection Panel

When the appointment of members to the Committee is required and nominations are received, the selection panel will consist of:

- Chief Executive Officer
- Mayor
- *Director Customer, Innovation and Arts*
- Manager Arts and Culture

All nominations will be assessed against the selection criteria.

The Panel's recommendation about the membership of the Committee will be presented to Council for consideration.

A4767881



Selection Criteria

Nominees for membership on the Committee must be able to demonstrate:

- Experience and expertise in one or more of the areas in performing arts, arts and cultural activities, literacy, business, marketing, communications and promotions, fundraising, philanthropy, sponsorship, government relations and tourism;
- An ability to constructively participate in an advisory capacity;
- A sound knowledge and understanding of local issues in relation to arts, culture and literacy;
- A willingness to contribute positively to meetings in a fair and unbiased manner;
- A capacity to commit to the Committee for the required duration; and
- A willingness to commit time and contribute to Committee activities and tasks outside regular meetings.

Role of Councillors

Councillors are appointed annually at a Council Meeting in November, to determine Councillor representation on the Committee by a Council resolution. A substitute Councillor can be nominated to attend, should the appointed Councillor/s be unavailable.

Should Councillors be nominated on the Committee, the Councillors will:

1. be appointed in accordance with the annual Councillor delegate appointment process;
2. act as a link between Council and the Committee; and
3. adhere at all times with its Councillor Code of Conduct.

Role of Council officers

The Chief Executive Officer (or Delegate) and the Manager Arts and Culture will report to Council on:

- the Committee's annual priorities relating to arts and culture; and
- the minutes of Committee Meetings.

The Chief Executive Officer will arrange for secretarial support for the Committee and nominate the appropriate officer.

Role of the Independent Chairperson

The Independent Chairperson shall be an external independent member appointed by Council. In the absence of the Chairperson from a meeting, the Committee will appoint an acting Chairperson.

The Independent Chairperson will be responsible for the conduct of meetings, ensuring fair and equitable opportunities for views and opinions to be voiced and discussed by the Committee.

A4767881



Committee Meetings

The Committee will meet a minimum of *eight* times a year. All meetings will have an Agenda. Additional meetings will be convened at the discretion of the Independent Chairperson or at the written request of any member of the Committee.

A schedule of meetings will be developed and agreed by the Committee annually. Under special circumstances, a meeting may be cancelled or rescheduled.

A quorum shall consist of 5 Committee members. Each Committee member is entitled to one vote, except that the Chairperson may exercise a casting vote.

Minutes of each meeting will record attendees, apologies, and actions.

Conflict of Interest

Councillor and Council officer representatives

A Councillor or Council officer who has a conflict of interest in a matter being considered at a Committee meeting, must

- disclose that conflict of interest by explaining the nature of the conflict of interest to those present at the meeting immediately before the matter is considered;
- absent himself or herself from any discussion of the matter; and
- as soon as practicable after the meeting concludes provide to the Chief Executive Officer a written notice recording that the disclosure was made and accurately summarising the explanation given to those present at the meeting.

This will also be recorded in the minutes of the Committee Meeting.

Committee member representatives

Any other Committee member who has a conflict of interest in a matter being considered at the Committee meeting, must

- disclose that conflict of interest by explaining the nature of the conflict of interest to those present at the meeting immediately before the matter is considered; and
- absent himself or herself from any discussion of the matter.

This will also be recorded in the minutes of the Committee Meeting.

Confidential Information

Committee members must not release information that the person knows, or should reasonably know, is confidential information in accordance with Section 3(1) of the Local Government Act 2020.

Executive Summary**12.5 Positive Ageing Action Plan Progress Report 2021-2022**

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 inform Council of the progress against actions the 2021-2022 Positive Ageing Action Plan.

Recommendation (Director Communities)

That Council receives the Positive Ageing Action Plan Progress Report 2021-2022.

Key Points / Issues

- On the 28 June 2021 (CM11), Council made the following resolution:
 - *Notes the draft Positive Ageing Action Plan 2021-2025 (Action Plan) was placed on public exhibition for a period of 4 weeks with eight (8) submissions received;*
 - *Notes feedback from submissions received have been incorporated into the final draft of the Action Plan;*
 - *Adopts the Action Plan; and*
 - *Notes that officers will notify the submitters of its decision accordingly.*
- A summary update on the actions and activities against the Positive Ageing Action Plan (PAAP) has been provided below (see Attachment A for further details):
- Policy domain 1: Stronger Families:
 - 1.1 Active ageing:

Council Services for older adults continued during the pandemic experiencing some intermittent interruptions. The continuation of services allowed for continued feedback for improvements to services. A previous Council service The Regional Assessment Team (RAS) has now transitioned to Peninsula Health and has been renamed Peninsula RAS.
 - 1.2 Resilient families and individuals:

Council services have collaborated in identifying emerging issues for older people and implemented program changes to address these arising concerns.
A partnership between FCC and the Respecting Seniors Network supported the “16 days of Activism” which provided awareness of the need to prevent violence against older women.
 - 1.3 Respectful relationships:

Council partnered with Peninsula Community Legal Centre and Better Place Australia to commemorate World Elder Abuse Day. Significance was placed

12.5 Positive Ageing Action Plan Progress Report 2021-2022**Executive Summary**

on building awareness on where to access legal advice, including information on powers of attorney and wills.

- Policy domain 2: Community Strength:

- 2.1 Social inclusion and engagement:

The Positive Ageing Team have engaged Embrace, an organisation that specialises in evidence based intergenerational arts projects. Other supports provided by council to ensure social inclusion include building the capacity of local seniors groups in greater understanding of cultural diversity enabling a welcoming environment for all older residents.

- 2.2 Volunteering:

Promotion of Volunteerism was targeted at older people through social media campaigns highlighting the benefits and community need of volunteers. Volunteerism is proven to have health and wellbeing benefits by increasing social connections. The Positive Ageing Team successfully delivered a marketing campaign in partnership with PARC which continues to attract volunteers for a variety of programs.

- 2.3 Vibrant community:

The 2021 Seniors Festival pivoted to online events due to the pandemic; however, seniors were still encouraged to engage with community life through the provision of over 1000 free coffees.

Council has continued to strengthen relationships with key organisations such as U3A and Council's own Library services to ensure accessible programming for older people.

- 2.4 Accessible community infrastructure:

Council's Age Friendly Ambassadors continue to act as a valued resource, providing feedback into a range of Council policies, plan and projects. The Ambassadors have been engaged on eight infrastructure projects, ensuring that age-related issues have been considered when upgrading Council facilities.

- Policy domain 2: Safe community:

- 3.1 Affordable housing mix:

Council recognises the importance of affordable housing and its impact on older people. Council continues to monitor homelessness with this cohort and advocate for targeted housing solutions.

- 3.2 Safe design:

The Wingham Park Seniors Activity Space is currently in construction due for completion November 2022. The first purpose-built seniors exercise space is being delivered in partnership with Sports and Recreation Victoria and the National Ageing Research Institute.

Policy domain 4: Sustainable economy:

- 4.1 Communication and transport connectivity:

Council has provided services to increase the digital literacy for older adults. Communications are delivered online and through print with the Positive Ageing Newsletter delivered to over 2,000 community members.

12.5 Positive Ageing Action Plan Progress Report 2021-2022**Executive Summary****- 4.2 Skilled workforce:**

Job advocates have been engaged in events for older people providing information and referrals. Information relating to training and employment is also disseminated through the PAT newsletter.

Financial Impact

There are financial costs, however, these costs can be accommodated within existing budgets.

Consultation**1. External Stakeholders**

Positive Ageing Officers will continue to work with the Communications and Engagement Team to improve engagement with older peoples within Frankston City Council.

Council service customers provide feedback through surveys and other tools for continuous improvement initiatives.

Council's Age Friendly Frankston Ambassadors provide comments, feedback and advice for a wide range of Council projects, programs and services.

2. Other Stakeholders

The Positive Ageing Action Plan was developed and is being implemented collaboratively across Council. Internal stakeholders were consulted on progress and status of the actions.

Internal stakeholders include:

- Community Strengthening
- Family Health Support Services
- People and Culture
- Building and Facilities
- Arts and Culture
- Frankston City Libraries
- Policy, Planning & Environmental Strategies
- Operations

Analysis (Environmental / Economic / Social Implications)

The PAAP has supported Council to deliver services, programs and infrastructure that support connections and engagement for residents aged over 60 years.

Engagement with older people through programs and services has provided insights into shifting priorities, the recognition of emerging needs and improvements to Council's service delivery.

The Positive Ageing Plan as adopted remains highly relevant and responsive to the needs of the Frankston community and will continue to be delivered against as outlined.

12.5 Positive Ageing Action Plan Progress Report 2021-2022**Executive Summary****Legal / Policy / Council Plan Impact**Charter of Human Rights and Responsibilities

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

Legal

There no legal issues associated with the report.

Policy Impacts

The PAAP exists in conjunction with relevant legislation and Councils other key internal and external policies, plans and strategies.

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 identified risks noted in relation to the continued delivery of actions within the Positive Ageing Action Plan 2021-2025.

Conclusion

The Positive Action Plan 2021-2025 continues to provide strategic direction for a whole-of-Council approach to ensure Frankston City is a liveable and age-friendly city for people aged 60 and over.

ATTACHMENTS

Attachment A: [↓](#) Positive Ageing Action Plan Progress Report 2021/22



Positive Ageing Action Plan Progress Report

CBOF policy domain 1: Stronger Families			
Sub outcome	Action	2021/22 Progress Comment	Status
1.1 Active ageing	1.1 Continue to deliver high quality support programs for eligible residents.	Council's Home Maintenance Officers and Peninsula Health Occupational Therapists Minor Modifications program continues to provide in home services to eligible residents. The pandemic did however provide intermittent interruptions.	Ongoing
	1.1.2 Seek funding to expand community connections, social scripts and age strong programs to meet increasing demand.	This action is due to commence in 2022.	Not started
	1.1.3 Identify and address emerging in-home services gaps to enhance Council's capacity to support individual ageing in place needs	Service users provide feedback and suggestions on improvement to services through surveys and other feedback tools.	Ongoing
	1.1.4 Promote and expand Council's Rates Concession Program available to older adults and pensioner owner occupiers	This action is due to commence in 2022.	Not started
	1.1.5 Encourage broader participation for older adults at community programs, group's events and services that promote physical and mental wellbeing.	Council's Age Friendly Frankston Ambassadors have a focus on engaging socially isolated older people through the Positive Ageing Team. The Positive Ageing Team also provide supports to seniors clubs regarding their governance and operational concerns.	Ongoing
	1.1.6 Enhance Councils referral pathways to ensure the community is supported to navigate	The Regional Assessment Service has transitioned to Peninsula Health known as Peninsula RAS from 1 July 2022. Council continues to offer HACCPYP assessment for service users under the age of 65.	Completed



1.2 Resilient families and individuals	1.2.1 Identify and promote local supports for grief, loss and bereavement	The Positive Ageing Team identify supports regarding loss and promote through their newsletter.	Ongoing
	1.2.2 Support COVID recovery building resilience and confidence for older adults requiring additional support to engage with community life.	Regular communication between Assessment, CRCC and Positive Ageing teams has helped to identify and respond to emerging issues experienced by older people in the community, such as fear around returning to community life while COVID numbers remain high.	Ongoing
	1.2.3 Support local, State, Federal or international campaigns to promote respect and inclusion for older adults	A campaign in conjunction with 16 Days of Activism was delivered highlighting the need to prevent violence against older women. The '16kms in 16 Days' awareness raising campaign was planned, implemented and evaluated in partnership with the Respecting Seniors Network and launched with Mayor Nathan Conroy and Paul Edbrooke MP.	Ongoing
1.3 Respectful relationships	1.3.1 Work in partnership with local organisations to deliver and promote elder abuse awareness	An event was held to commemorate World Elder Abuse Awareness Day (WEAAD) which was delivered in partnership with Peninsula Community Legal Centre and Better Place Australia and attended by 25 community members. The event focussed on primary prevention of elder abuse by improving competency around powers of attorney, wills and where to seek legal advice.	Ongoing
	1.3.2 Deliver innovative programs to strengthen community capacity to build respectful relationships	Council actively participates in the Respecting Seniors Network, which brings together a range of local stakeholders working to prevent elder abuse.	Ongoing
	1.3.3 Promote a culture of inclusion and respect amongst adults within Frankston	Cultural awareness training was delivered to 15 service providers as part of the Local Partnerships Project, funded by the state government. The training was attended by 20 participants who indicated improvement to their level of cultural competency.	Ongoing



CBOF policy domain 2: Community strength			
Sub outcome	Action	2021/22 Progress Comment	Status
2.1 Social inclusion and engagement	2.1.2 Deliver formal and informal intergenerational programs across Council to increase positive connection between the generations	<p>The Positive Ageing team have engaged Embrace, a group who specialise in evidence-based intergenerational arts projects, who have tailored a proposal specific to FCC which will be considered for future funding.</p> <p>The Positive Ageing team is now sitting within the Community Strengthening Department, following a restructure. As a regular agenda item Council's ability to consider planning across the life stages has been strengthened through this change.</p>	Ongoing
	2.1.3 Explore demand for increased social connections for older members of the LGBTIQ community	The Positive Ageing Team have and Mornington Shire has collaborated to provide supports to the Out On The Peninsula a LGBTQI support group.	Ongoing
	2.1.4 Provide engagement and consultation opportunities for older people to have a say on Council decisions on what is important to them.	The Positive Ageing Newsletter promotes engagement opportunities to older residents of Frankston City.	Ongoing
	2.1.5 Support local seniors clubs and groups to promote a welcoming environment which encourages a positive first experience for new and prospective members	Two Seniors Meet and Greet sessions were held in person over the last 12 months due to COVID restrictions. These sessions are hosted by the Positive Ageing team and used to engage with leaders (18) of each of seniors clubs and groups in the municipality. A key part of these sessions focus on how to ensure clubs are welcoming to new members of diverse backgrounds.	Ongoing



2.2 Volunteering	2.2.1 Identify and promote new and existing volunteering opportunities for older adults within and external to Frankston City Council	Council developed a social media campaign highlighting the roles of both staff and volunteers. This campaign featured a video of a Meals on Wheels volunteer which received over 900 views on Facebook. Recently a recruitment campaign was undertaken at PARC, with a call out for volunteers displayed on screen and noticeboards throughout the centre. This has resulted in four new Meals on Wheels volunteers.	Ongoing
	2.2.2 Build the capacity of local groups and organisations to engage and encourage participation of older adults in volunteering	This action is due to commence in 2022.	Not started
2.3 Vibrant Community	2.3.1 Continue to deliver the expanded (month long) Seniors Festival offering accessible, inclusive and diverse events for older adults living in Frankston City	Due to the pandemic and social distancing requirements, the 2021 Seniors Festival pivoted to deliver online events for older adults within Frankston City. Over 1000 free, coffees were provided to older people through 6 local business to encourage reengagement in the community.	Ongoing
	2.3.2 Leverage Seniors Festival, U3A opportunities and Libraries engagement programs to: Offer community education sessions Enhance community connectivity and programs	Frankston City Council provides funding to the local U3A through a service partnership agreement. The Positive Ageing Team work closely with U3A to ensure accessible programming for older people. The libraries offer events and programming for older people during the seniors festival,	Ongoing



2.4 Accessible community infrastructure	2.4.1 Ensure all (new and ageing) Council facilities are accessible	Council's Age Friendly Frankston Ambassadors have been engaged in a broad range of planning and 8 infrastructure projects having the opportunity to provide their feedback directly to project managers.	Ongoing
CBOF policy domain 3: Safe community			
Sub outcome	Action	2021/22 Progress Comment	Status
3.1 Affordable housing mix	3.1.1 Identify and advocate for social and affordable housing solutions to address emerging accommodation gaps for older adults.	Council has continued to monitor homelessness in older adults and advocate for targeted housing solutions.	Ongoing
3.2 Safe design (public realm)	3.2.1 Ensure, parks, reserves, outdoor spaces and the Frankston foreshore are accessible and safe for older adults within the community	The Positive Ageing Access Team provide feedback on masterplans to ensure accessibility for older people.	Ongoing
	3.2.2 Provide accessible adult play space in parks	The Wingham Park Seniors Activity Space is currently in construction due for completion in November 2022. The project is funded through Sport and Recreation Victoria and the National Aging Research Institute.	On track
CBOF policy domain 4: Sustainable economy			
Sub outcome	Action	2021/22 Progress Comment	Status
4.1 Communication and transport connectivity	4.1.2 Advocate to and collaborate with all local transport providers (including medical and volunteer transport) to enhance the availability of their services to older adults within Frankston	The Positive Ageing team continues to work with teams across Council to support better access to community events. The 2022 Frankston Seniors Festival includes three bus trips, which were attended by community members who no longer drive.	Ongoing
	4.1.3 Ensure effective, accessible communication and information sharing with older adults about programs, services, events and activities through a range of channels	Collaboration continues between the Communications and Positive Ageing teams to ensure effective communication with older people. Communication channels include digital and print.	Ongoing



		Networks, including seniors groups, act as champions to and for their participants.	
	4.1.4 Improve Council's approach to empowering the community to access digital communication channels	Community Centres and libraries provide educational programs to improve digital literacy for local older people.	Ongoing
4.2 Skilled workforce	4.2.1 Promote local capacity building opportunities relating to employment and supplementary income for older people through a range of channels	Information relating to employment has been featured in editions of the PAT newsletter, with a distribution list of 2,000 community members. Council's Jobs Advocates have also been engaged to attend events held by the Positive Ageing team to provide information and referrals to support older community members hoping to gain employment.	Ongoing
	4.2.2 Support older adults to explore and access employment opportunities through access to education, training and assistance with navigating the jobs network system	Job advocates have attended community events to support local employment. Financial literacy information has been made available.	Ongoing

Executive Summary**12.6 S6 Instrument of Delegation Council to Members of Staff**

Enquiries: (Brianna Alcock: Corporate and Commercial Services)

Council Plan

Level 1:	6. Progressive and Engaged City
Level 2:	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 adopt the *S6 Instrument of Delegation – Council to Members of Staff*, which have been updated to reflect position titles and responsibility changes, since it was last adopted by Council at its meeting on 4 April 2022.

Recommendation (Director Corporate and Commercial Services)

That Council:

In the exercise of power conferred by the Local Government Act 2020 and the other legislation referred to in the *S6 Instrument of Delegation - Council to Members of Staff* (Instrument):

1. Resolves the powers, duties and functions specified in the Instrument be delegated to staff. This is subject to the conditions and limitations specified in the Instrument;
2. Authorises the Chief Executive Officer to sign the Instrument; and
3. Notes:
 - a. the Instrument will come into force immediately upon signing and will remain in force until Council determines to vary or revoke the Instrument;
 - b. when the Instrument comes into force, the previous Instrument, which was adopted by Council on 4 April 2022, will be revoked; and
 - c. the powers, duties and functions set out in the Instrument are exercised in accordance with any guidelines or policies that Council may from time to time adopt.

Key Points / Issues

- At its Ordinary Meeting on 10 July 2017, Council resolved that:
“Appointment and revocation (including the reasoning) of staff delegation between Ordinary meetings be reported and must be kept up to date.”
- Council has the power under the Local Government Act 2020, to delegate to a member of its staff any power, duty or function of a Council under this Act or any other Act.
- Local government cannot operate efficiently if Council does not delegate the majority of its powers, duties and functions to Council staff.
- This update takes into legislative updates received from Maddocks, along with position title changes due to a recent realignment to the structure.
- A summary of the legislative changes are outlined below:
 - s74(3), s84F(2)(d), s84H(4), s84I(5), s84I(6)(a), s84I(6)(b), s110(1A) of the Cemeteries and Crematoria Act 2003 are now in force;

12.6 S6 Instrument of Delegation Council to Members of Staff**Executive Summary**

- s84I(4) of the Cemeteries and Crematoria Act 2003 has been removed;
 - s19EA(3) s19IA(1), s19IA(2), s19N(2), s38G(2), s39(2), s39A(6) s40(1), s40E, s43, s45AC of the Food Act 1984 are now in force;
 - s113(2) of the Planning and Environment Act 1987 is now in force;
 - s12A(1) of the Planning and Environment Act 1987 has been removed; and
 - s96 of the Road Management Act 2004 is now in force.
- Position titles and responsibility changes include:
 - Manager Governance and Information to Manager Governance;
 - Manager Community Safety to Manager Safer Communities;
 - Coordinator Compliance & Safety to Coordinator Safer Communities; and
 - Senior Compliance Officer to Senior Safer Communities Officer.
- New position titles include:
 - Coordinator Engineering Strategy;
 - Para Planner;
 - Principal Planner;
 - Program Manager Special Projects;
 - Senior Planning Investigations Officer; and
 - Senior Rapid Response
- Removal of positions titles for the organisation structure include:
 - Senior Governance Officer; and
 - Strategic Infrastructure Specialist.
- A marked up version of the changes to the S6 Instrument of Delegation – Council to members of Council staff is attached as Attachment B.

Financial Impact

There are no financial implications associated with this report.

Consultation**1. Internal Stakeholders**

Council officers were consulted as part of this review, to ensure that any updates are accurate and meet the operational requirements.

2. Other Stakeholders

Maddocks lawyers provide a model document for the S6 Instrument of Delegation to various councils as guidance and this has been adhered to in this Instrument of Delegation update.

Analysis (Environmental / Economic / Social Implications)

Delegation of powers enables efficient decision making on behalf of Council for delivery of services to the community.

12.6 S6 Instrument of Delegation Council to Members of Staff**Executive Summary****Legal / Policy / Council Plan Impact**Charter of Human Rights and Responsibilities

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

Legal

The Local Government Act 2020, as well as other legislation, makes provision for the appointment of delegates to act on behalf of Council and a requirement to review all delegations within twelve months of an election.

Policy Impacts

There are no known policy impacts for this report.

Officer's Declaration of Interests

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

Risk Mitigation

Failure to update the Instruments of Delegation on a regular basis to accommodate required changes to legislation, organisational structure and position title changes may result in operational inefficiency and lead to decisions becoming invalid. This may also result in financial or reputational consequences.

Conclusion

The Instrument of Delegation maintains Council's powers, duties and functions that are delegated to staff.

It is recommended that the *S6 Instrument of Delegation - Council to Members of Staff* be updated to take into account position titles and responsibility changes, since it was last adopted by Council at its meeting on 4 April 2022.

ATTACHMENTS

- Attachment A: ➡ Draft S6 Instrument of Delegation Council to Members of Staff - 24 October 2022 (*Under Separate Cover*)
- Attachment B: ➡ Marked Up - Draft S6 Instrument of Delegation Council to Members of Staff - 24 October 2022 (*Under Separate Cover*)

Executive Summary**12.7 S18 Instrument of Sub-Delegation under Environment Protection Act 2017**

Enquiries: (Brianna Alcock: Corporate and Commercial Services)

Council Plan

Level 1:	6. Progressive and Engaged City
Level 2:	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 adopt the S18 Instrument of Sub-Delegation under the Environment Protection Act 2017, which has been updated to include a new and changed position titles since it was last adopted by Council on 16 May 2022.

Recommendation (Director Corporate and Commercial Services)

That Council:

In the exercise of power conferred by s 437(2) of the Environment Protection Act 2017 and the Instrument of Delegation of the Environment Protection Authority under the Act dated 4 June 2021;

1. Resolves there be delegated, to the members of Council staff holding, acting in or performing the duties of the office or positions referred to in the attached S18 Instrument of Sub-Delegation (Instrument) to members of Council staff, the powers, duties and functions set out in that instrument subject to the conditions and limitations specified in that instrument;
2. Authorises the Chief Executive Officer to sign the Instrument of Sub-Delegation;
3. Notes the Instrument of Sub-Delegation referred to above:
 - (i) Come into force immediately after it is signed and will remain in force until Council determines to vary or revoke the Instrument;
 - (ii) When the instrument comes into force, the previous instrument, which was adopted by Council on 16 May 2022, will be revoked; and
4. Notes the duties and functions set out in the Instrument of Sub-Delegation are performed and the powers, duties and functions be executed in accordance with any guidelines or policies that Council may from time to time adopt.

Key Points / Issues

- The Environment Protection Act 2017 (the Act) and Environment Protection Regulations 2021 (the Regulations) came into effect on 1 July 2021 and provide a modern framework to protect people and the environment from pollution and waste.
- Under this Act and Regulations, the scope of local government's role as a regulator incorporates changes to the laws and powers of local governments, including a new delegation of powers from Environment Protection Authority Victoria (EPA).
- The EPA's Governing Board has approved the Instrument of Delegation, and has provided an Instrument of Direction which is attached as attachment A and B.

12.7 S18 Instrument of Sub-Delegation under Environment Protection Act 2017**Executive Summary**

- Endorsement of this instrument of sub-delegation (attachment C) will provide Council with the delegated powers to apply, administer and enforce the Act and Regulations.
- This update takes into account delegated powers required for new positions starting with Council in 2022 and changes to existing positions.
- The Council Officers holding the positions are required to carry out delegated functions and duties under the Environmental Protection Act 2017 and Regulations.
- A marked up version of the changes to the S18 Instrument of Sub-Delegation – under Environment Protection Act 2017 is attached as Attachment D.

Financial Impact

There are no financial implications associated with this report.

Consultation**1. Internal Stakeholders**

Council officers were consulted, as part of this review, to ensure that any updates are accurate and meet the operational requirements.

2. Other Stakeholders

Maddocks lawyers provide a model document for the S18 Instrument of Sub-Delegation to various councils as guidance and this has been adhered to in this Instrument of Delegation.

Analysis (Environmental / Economic / Social Implications)

Delegation of powers enables efficient decision making on behalf of Council for delivery of services to the community.

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

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

Legal

The Instrument of Direction of the Environment Protection Authority under the Environment Protection Act 2017 and the S18 Instrument of Sub-Delegation under the Environment Protection Act 2017 are legal documents that enable powers to be delegated to councils and provide clear direction on how they can be used.

Policy Impacts

There are no known policies impacts for this report.

Officer's Declaration of Interests

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

Risk Mitigation

Failure to review and update the Instruments of Delegation on a regular basis to accommodate changes to legislation, organisational structure and position title changes

12.7 S18 Instrument of Sub-Delegation under Environment Protection Act 2017**Executive Summary**

may result in operational inefficiency and lead to decisions becoming invalid. This may also result in financial or reputational consequences.

Conclusion

Instruments of Delegation maintains Council's powers, duties and functions that are delegated to staff.

It is recommended that the S18 Instrument of Delegation under Environment Protection Act 2017 attached as Attachment C, be updated to take into account new positions and changed position titles since it was last adopted by Council at its meeting on 16 May 2022.

ATTACHMENTS

- Attachment A: [↓](#) EPA Instrument of Sub Delegation as at 4 June 2021
- Attachment B: [↓](#) Instrument of Direction of the EPA under the EP Act 2017
- Attachment C: [↓](#) Draft S18 Instrument of Sub-Delegation under the Environment Protection Act 2017 - 24 October 2022
- Attachment D: [↓](#) Marked Up Draft S18 Instrument of Sub-Delegation under the Environment Protection Act 2017 - 24 October 2022

12.7 S18 Instrument of Sub-Delegation under Environment Protection Act 2017
Officers' Assessment**Background**

- The Environment Protection Act 2017 (the Act) and Environment Protection Regulations 2021 (the Regulations) came into effect on 1 July 2021 and provide a modern framework to protect people and the environment from pollution and waste.
- Under this Act and Regulations the scope of local government's role as a regulator incorporates changes to the laws and powers of local governments, including a new delegation of powers from Environment Protection Authority Victoria (EPA).
- The new Act changes how Council obtain powers to regulate certain issues, instead of explicitly setting out certain Council powers in the Act, they now need to be conferred by the EPA through delegation.
- Under the new Environment Protection Framework, this delegation provides councils with clear and unambiguous powers to continue their regulatory role. This includes Onsite Wastewater Management Systems (OWMS) and noise from construction, demolition and removal of residential premises.
- Using the new powers under the delegation is not mandatory, however EPA recommends that all councils who have OWMS (including septic tanks) less than 5000 litres on any given day, in their municipality area, exercise the powers under delegation, so that:
 - Council can appoint authorised officers under section 242(2) of the new Act, giving them powers of entry and inspection;
 - Council authorised officers can issue and enforce the notice ordering maintenance of onsite wastewater management systems (OWMS), as well as improvement notices and prohibition notices, all of which can only be issued by an authorised officer; and
 - Council authorised officers can issue an infringement notice for breach of prescribed permit conditions.
- For regulating noise from residential construction, the delegation provides one of a number of pathways that Council can choose to manage and use improvement notices and prohibition notices under the new Act, as well as the Public Health and Wellbeing Act, and local laws (if applicable).
- The new Act does not provide EPA officers any powers around residential noise or residential construction noise.
- If councils choose not to use the delegated powers, the EPA will continue to refer any pollution report about residential construction noise to local government authorities, as they currently do.

DATED: the 4th day of June 2021

INSTRUMENT OF DELEGATION
OF POWERS AND FUNCTIONS OF THE
ENVIRONMENT PROTECTION AUTHORITY
UNDER THE
ENVIRONMENT PROTECTION ACT 2017

INSTRUMENT OF DELEGATION

ENABLING POWER: Section 437(1)(b) of the *Environment Protection Act 2017* and section 42A of the *Interpretation of Legislation Act 1984*

SUBJECT: Delegation of certain powers, duties and functions of the Environment Protection Authority to Councils

REFERENCE: 2021.Council.001

DEFINITIONS: In this Delegation, all words and phrases have the same meaning as in the *Environment Protection Act 2017* unless the contrary intention appears. In addition:

municipal district has the same meaning as *municipal district* has in section 3(1) of the *Local Government Act 1989*.

DELEGATION: I, Professor Kate Auty, Chair of the Governing Board of Environment Protection Authority Victoria (**Governing Board**) on behalf of the Governing Board and pursuant to and in exercise of the power conferred by section 437(1) of the *Environment Protection Act 2017* **hereby delegate** the powers, duties and functions under the *Environment Protection Act 2017* (**Act**) as specified in the section of the Act detailed in column 2 of Schedule 1 and described in column 3 of Schedule 1 to the delegates described in column 4 of Schedule 1.

Any previous delegations relating to the section/s of the Act detailed in column 2 of the Schedule are hereby revoked.

This delegation is exercisable for an unlimited period on and from 1 July 2021, unless revoked.

LIMITATIONS: This delegation is subject to the following limitations:

- a) The powers, duties and functions of the Authority specified in column 2 of schedule 1 may be only delegated for the purpose of regulating:
 - i. onsite wastewater management systems with a design or actual flow rate of sewage not exceeding 5000 litres on any day; and
 - ii. noise from the construction, demolition or removal of residential premises.
- b) The powers, duties and functions of the Authority specified in column 2 of schedule 1 may only be exercised by the delegates described in column 4 of schedule 1 within each delegates' municipal district.

RELATED DOCUMENTS: This delegation is subject to a direction under section 437(4) of the Act dated 4 June 2021. This delegation should be read in conjunction with that instrument of direction.

DATE: 4 June 2021

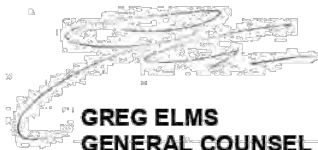
SIGNED:

In accordance with all
of the requirements of
s 12, *Electronic Transactions (Victoria) Act 2000*



**PROFESSOR KATE AUTY
CHAIR
ENVIRONMENT PROTECTION AUTHORITY VICTORIA GOVERNING BOARD**

WITNESSED:



**GREG ELMS
GENERAL COUNSEL
ENVIRONMENT PROTECTION AUTHORITY VICTORIA**

SCHEDULE 1

DELEGATION

Delegation of powers, duties and functions under the *Environment Protection Act 2017*

1 Ref. No	2 Relevant legislative provision under the <i>Environment Protection Act 2017</i>	3 Summary of delegated powers, duties or functions	4 Delegate	5 Revoked Instrument
Insert	Section 271	Issuing of an improvement notice	Councils	N/A
Insert	Section 272	Issuing of a prohibition notice	Councils	N/A
Insert	Section 279	Amendment of notices	Councils	N/A
Insert	Section 358	Functions of the Authority	Councils	N/A
Insert	Section 359(1)(b)	Power of the Authority to do all things that are necessary or convenient to be done for or in connection with the performance of the Authority's functions and duties and to enable the Authority to achieve its objectives	Councils	N/A
Insert	Section 359(2)	Power to give advice to persons with duties or obligations	Councils	N/A

DATED: the 4th day of June 2021

INSTRUMENT OF DIRECTION OF THE
ENVIRONMENT PROTECTION AUTHORITY
UNDER THE
ENVIRONMENT PROTECTION ACT 2017

INSTRUMENT OF DIRECTION

ENABLING POWER: Section 437(4)

SUBJECT: Direction in respect of functions delegated to councils by Delegation Reference 2021.Council.001

REFERENCE: 2021.Council.Direction.001

DIRECTION: I, Professor Kate Auty, Chair of the Governing Board of Environment Protection Authority Victoria (**Governing Board**) on behalf of the Governing Board and pursuant to and in exercise of the power conferred by section 437(4) of the *Environment Protection Act 2017 (Act)*, and in respect of the delegation with reference 2021.Council.001 as made on 4 June 2021 **hereby direct:**

1. that, where the delegates listed in column 4 of schedule 1 of Delegation No Councils.2021.001 delegate, under s 437(2) of the Act, the delegated power or function listed in column 2 of schedule 1 of Delegation No 2021.Council.001 to an authorised officer appointed under s 242(2) of the Act, those authorised officers must only exercise the powers conferred by the following sections of the Act when exercising the delegated powers or functions:
 - a. Section 271;
 - b. Section 272;
 - c. Section 246;
 - d. Section 247;
 - e. Section 248;
 - f. Section 249;
 - g. Section 250;
 - h. Section 251, but not subsection (2)(h);
 - i. Section 252; but not subsection (1)(c);
 - j. Section 253;
 - k. Section 254;
 - l. Section 259
 - m. Section 279; and
 - n. Section 307.

This direction is in force for an unlimited period on and from 1 July 2021, unless revoked.

DATE: 4 June 2021

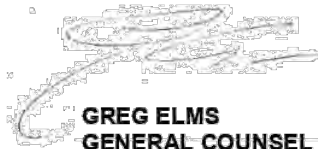
SIGNED:



In accordance with all
of the requirements of
s 12, *Electronic Transactions (Victoria) Act 2000*

**PROFESSOR KATE AUTY
CHAIR
ENVIRONMENT PROTECTION AUTHORITY VICTORIA GOVERNING BOARD**

WITNESSED:



**GREG ELMS
GENERAL COUNSEL
ENVIRONMENT PROTECTION AUTHORITY VICTORIA**



FRANKSTON CITY COUNCIL

INSTRUMENT OF DELEGATION

S18 INSTRUMENT OF SUB-DELEGATION UNDER THE ENVIRONMENT PROTECTION ACT 2017

S18 Instrument of Sub-Delegation under the Environment Protection Act 2017

By this Instrument of Sub-Delegation, in exercise of the power conferred by s 437(2) of the Environment Protection Act 2017 ('Act') and the Instrument of Delegation of the Environment Protection Authority under the Act dated 4 June 2021, the Council:

1. delegates each duty and/or function and/or power described in column 1 of the Schedule (and summarised in column 2 of the Schedule) to the members of Council staff holding, acting in or performing the duties of the office or position described in column 3 of the Schedule;
2. record that references in the Schedule are as follows:

CEO	means	Chief Executive Officer
CLO	means	Community Laws Officer
EHC	means	Coordinator Environmental Health
CMD	means	Coordinator Major Development
CP	means	Coordinator Prosecutions
CSC	means	Coordinator Safer Communities
DComm	means	Director Communities
EHO	means	Environmental Health Officers
IRO	means	Internal Review Officer
MDS	means	Manager Development Services
MSC	means	Manager Safer Communities
PIO	means	Planning Investigations Officer
PO	means	Prosecutions Officer
RRCLO	means	Rapid Response - Community Laws Officer
SCPO	means	Safer Communities Project Officer
SEHO	means	Senior Environmental Health Officer
SPIO	means	Senior Planning Investigations Officer
SRR	means	Senior Rapid Response
SRRO	means	Senior Rapid Response Officer
SSCO	means	Senior Safer Communities Officer

SSCOPL means Senior Safer Communities Officer - Parking and Litter

SPC means Statutory Planning Co-ordinator

TLPI means Team Leader Planning Investigations

3. records that on the coming into force of this Instrument of Sub Delegation under the Environmental Protection Act 2017 to Members of Council Staff each delegation under the instrument dated 16 May 2022 is revoked.
4. declares that:
 - 4.1 this Instrument of Sub-Delegation is authorised by a resolution of Council passed on 3rd October 2022 pursuant to a power of sub-delegation conferred by the Instrument of Delegation of the Environment Protection Authority under the Act dated 4 June 2021; and
 - 4.2 the delegation:
 - 4.2.1 comes into force immediately the execution of the Instrument of Sub-Delegation;
 - 4.2.2 remains in force until varied or revoked;
 - 4.2.3 is subject to any conditions and limitations set out in sub-paragraph 5, and the Schedule; and
 - 4.2.4 must be exercised in accordance with any guidelines or policies which Council from time to time adopts.
5. this Instrument of Sub-Delegation is subject to the following limitations:
 - 5.1 the powers, duties and functions described in column and summarised in column 2 of the Schedule are only delegated for the purpose of regulating:
 - 5.1.1 onsite wastewater management systems with a design or actual flow rate of sewage not exceeding 5000 litres on any day; and
 - 5.1.2 noise from the construction, demolition or removal of residential premises;
6. the delegate must not determine the issue, take the action or do the act or thing:
 - 6.1.1 if the issue, action, act or thing is an issue, action or thing which Council has previously designated as an issue, action, act or thing which must be the subject of a Resolution of Council;
 - 6.1.2 if the determining of the issue, taking of the action or doing of the act or thing would or would be likely to involve a decision which is inconsistent with:
 - (a) policy; or
 - (b) strategy adopted by Council;
 - 6.1.3 if the determining of the issue, the taking of the action or the doing of the act or thing cannot be the subject of a lawful delegation; or
 - 6.1.4 the determining of the issue, the taking of the action or the doing of the act or thing is already the subject of an exclusive delegation to another member of Council staff.

This Instrument of Sub-Delegation is executed by the Chief Executive Officer on behalf of Frankston City Council under authority conferred by resolution of Council on 24 October 2022.

Phil Cantillon
Chief Executive Officer

Schedule

S18 Instrument of Sub-Delegation under the Environment Protection Act 2017

Environment Protection Act 2017			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 271	Power to issue improvement notice	IRO, CP, SEHO, PO, MSC, CSC, CLO, EHC, EHO, MDS, SSCO, SSCOPL, SRR, RRCLO, SCPO, SRRO	
s 272	Power to issue prohibition notice	IRO, CP, SEHO, PO, MSC, CSC, CLO, EHC, EHO, MDS, SSCO, SSCOPL, SRR, RRCLO, SCPO, SRRO	
s 279	Power to amend a notice	IRO, CP, SEHO, PO, MSC, CSC, CLO, EHC, EHO, MDS, SSCO, SSCOPL, SRR, RRCLO, SCPO, SRRO	
s 358	Functions of the Environment Protection Authority	SPIO, TLPI, CEO, IRO, CP, SEHO, PO, MSC, CSC, CLO, EHC, EHO, DComm, MDS, SSCO, SPC, SSCOPL, PIO, CMD, SRR, RRCLO, SCPO, SRRO	
s 359(1)(b)	Power to do all things that are necessary or convenient to be done for or in connection with the performance of the Environment Protection Authority's functions and duties and to enable the Authority to achieve its objective.	SPIO, TLPI, CEO, IRO, CP, SEHO, PO, MSC, CSC, CLO, EHC, EHO, DComm, MDS, SSCO, SPC, SSCOPL, PIO, CMD, SRR, RRCLO, SCPO, SRRO	

Environment Protection Act 2017			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 359(2)	Power to give advice to persons with duties or obligations	SPIO, TLPI, CEO, IRO, CP, SEHO, PO, MSC, CSC, CLO, EHC, EHO, DComm, MDS, SSCO, SPC, SSCOP, PIO, CMD, SRR, RRCLO, SCPO, SRRO	



FRANKSTON CITY COUNCIL

INSTRUMENT OF DELEGATION

S18 INSTRUMENT OF SUB-DELEGATION UNDER THE ENVIRONMENT PROTECTION ACT 2017

BLUE = NEW
CHANGED -= GREEN
DELETED = RED

S18 Instrument of Sub-Delegation under the Environment Protection Act 2017

By this Instrument of Sub-Delegation, in exercise of the power conferred by s 437(2) of the Environment Protection Act 2017 ('Act') and the Instrument of Delegation of the Environment Protection Authority under the Act dated 4 June 2021, the Council:

1. delegates each duty and/or function and/or power described in column 1 of the Schedule (and summarised in column 2 of the Schedule) to the member of Council staff holding, acting in or performing the duties of the office or position described in column 3 of the Schedule;

2. record that references in the Schedule are as follows:

CEO	means	Chief Executive Officer
CLO	means	Community Laws Officer
EHC	means	Coordinator Environmental Health
CMD	means	Coordinator Major Development
CP	means	Coordinator Prosecutions
CSC	means	Coordinator Safer Communities
DComm	means	Director Communities
EHO	means	Environmental Health Officers
IRO	means	Internal Review Officer
MDS	means	Manager Development Services
MSC	means	Manager Safer Communities
PIO	means	Planning Investigations Officer
PO	means	Prosecutions Officer
RRCLO	means	Rapid Response - Community Laws Officer
SCPO	means	Safer Communities Project Officer
SEHO	means	Senior Environmental Health Officer
SPIO	means	Senior Planning Investigations Officer
SRR	means	Senior Rapid Response
SRRO	means	Senior Rapid Response Officer
SSCO	means	Senior Safer Communities Officer

SSCOPL means **Senior Safer Communities Officer - Parking and Litter**

SPC means **Statutory Planning Co-ordinator**

TLPI means **Team Leader Planning Investigations**

3. records that on the coming into force of this Instrument of Sub Delegation under the Environmental Protection Act 2017 to Members of Council Staff each delegation under the instrument dated 16 May 2022 is revoked.
4. declares that:
 - 4.1 this Instrument of Sub-Delegation is authorised by a resolution of Council passed on 3rd October 2022 pursuant to a power of sub-delegation conferred by the Instrument of Delegation of the Environment Protection Authority under the Act dated 4 June 2021; and
 - 4.2 the delegation:
 - 4.2.1 comes into force immediately the execution of the Instrument of Sub-Delegation;
 - 4.2.2 remains in force until varied or revoked;
 - 4.2.3 is subject to any conditions and limitations set out in sub-paragraph 5, and the Schedule; and
 - 4.2.4 must be exercised in accordance with any guidelines or policies which Council from time to time adopts.
5. this Instrument of Sub-Delegation is subject to the following limitations:
 - 5.1 the powers, duties and functions described in column and summarised in column 2 of the Schedule are only delegated for the purpose of regulating:
 - 5.1.1 onsite wastewater management systems with a design or actual flow rate of sewage not exceeding 5000 litres on any day; and
 - 5.1.2 noise from the construction, demolition or removal of residential premises;
6. the delegate must not determine the issue, take the action or do the act or thing:
 - 6.1.1 if the issue, action, act or thing is an issue, action or thing which Council has previously designated as an issue, action, act or thing which must be the subject of a Resolution of Council;
 - 6.1.2 if the determining of the issue, taking of the action or doing of the act or thing would or would be likely to involve a decision which is inconsistent with:
 - (a) policy; or
 - (b) strategy adopted by Council;
 - 6.1.3 if the determining of the issue, the taking of the action or the doing of the act or thing cannot be the subject of a lawful delegation; or
 - 6.1.4 the determining of the issue, the taking of the action or the doing of the act or thing is already the subject of an exclusive delegation to another member of Council staff.

This Instrument of Sub-Delegation is executed by the Chief Executive Officer on behalf of Frankston City Council under authority conferred by resolution of Council on 24 October 2022.

Phil Cantillon
Chief Executive Officer

Schedule

S18 Instrument of Sub-Delegation under the Environment Protection Act 2017

Environment Protection Act 2017			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 271	Power to issue improvement notice	IRO, CP, SEHO, PO, MSC, CSC , CLO , EHC, EHO, MDS, SSCO , SSCOPL , SRR , RRCLO , SCPO , SRRO	
s 272	Power to issue prohibition notice	IRO, CP, SEHO, PO, MSC, CSC , CLO , EHC, EHO, MDS, SSCO , SSCOPL , SRR , RRCLO , SCPO , SRRO	
s 279	Power to amend a notice	IRO, CP, SEHO, PO, MSC, CSC , CLO , EHC, EHO, MDS, SSCO , SSCOPL , SRR , RRCLO , SCPO , SRRO	
s 358	Functions of the Environment Protection Authority	SPIO, TLPI, CEO, IRO, CP, SEHO, PO, MSC, CSC , CLO , EHC, EHO, DComm, MDS, SSCO , SPC, SSCOPL , PIO, CMD, SRR , RRCLO , SCPO , SRRO	
s 359(1)(b)	Power to do all things that are necessary or convenient to be done for or in connection with the performance of the Environment Protection Authority's functions and duties and to enable the Authority to achieve its objective.	SPIO, TLPI, CEO, IRO, CP, SEHO, PO, MSC, CSC , CLO , EHC, EHO, DComm, MDS, SSCO , SPC, SSCOPL , PIO, CMD, SRR , RRCLO , SCPO , SRRO	

Environment Protection Act 2017			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 359(2)	Power to give advice to persons with duties or obligations	SPIO, TLPI, CEO, IRO, CP, SEHO, PO, MSC, CSC , CLO , EHC, EHO, DComm, MDS, SSCO , SPC, SSCOPL , PIO, CMD, SRR , RRCLO , SCPO , SRRO	

Executive Summary**12.8 Accountability and Transparency Reform (ATR) supplementary items**

Enquiries: (Brianna Alcock: Corporate and Commercial Services)

Council Plan

- | | |
|----------|--|
| Level 1: | 6. Progressive and Engaged City |
| Level 2: | 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 brief Council on the remaining items from the original Accountability and Transparency Reform (ATR) and considers the supplementary ATR items.

Recommendation (Director Corporate and Commercial Services)

That Council:

1. Notes the final update on the original Accountability and Transparency Reform (ATR) document was presented to Council on 29 June 2020 with 26 remaining items being monitored and reported via the CEO's public quarterly report to Council;
2. Notes 22 items from the original ATR were closed off by Council on 25 July 2022 and four remaining items will be monitored and reported via the CEO's public quarterly report to Council until completed and where appropriate considered for Council's Transparency Hub; and
3. Notes that Cr Bolam identified a further 24 supplementary ATR items in March 2022, of which 21 were considered and agreed to be withdrawn and three remaining items will be monitored and reported via the CEO's public quarterly report to Council until completed and where appropriate considered for Council's Transparency Hub.

Key Points / Issues

- At its meeting on 25 July 2022 it was resolved that Council:
 - ...3. Notes the Accountability and Transparency report attached to the public version of the Chief Executive Officer's Quarterly Report update where there are 22 items listed for closing off from monitoring and reporting with 4 remaining items to be completed...*
- At its meeting on 29 June 2020 it was resolved that Council:
 - 1. Notes the updates in the Accountability and Transparency Reform (ATR) document;*
 - 2. Notes the items in the ATR have been actioned or will be in place by December 2020, as detailed in the ATR document;*
 - 3. Notes the items that have an ongoing obligation, will be raised within Council's Legislative Compliance system and a summary provided in the CEO's report, to ensure these continue to be actioned; and*
 - 4. Resolves that this is the final update to Council on the ATR document.*
- Since June 2020, officers have been monitoring and reporting on the items from the final ATR document as an attachment to the CEO's report quarterly to Council. Of the original 160 items, there were 22 items that were completed and closed off from monitoring in July 2022.

12.8 Accountability and Transparency Reform (ATR) supplementary items

Executive Summary

- In March 2022 Cr Bolam raised with officers that a list of 24 supplementary items be added to the Accountability and Transparency Reform to be addressed. Officers met with Cr Bolam and it was agreed that these items be considered after the items from the original ATR are closed.
- On 19 September 2022 officers met with Cr Bolam and the Mayor and discussed the progress of the four (4) remaining items from the original ATR and the suggested supplementary items. It was agreed that 13 of the 24 supplementary items are already in place.
- Of the four (4) remaining original ATR items, the status of these are provided in the attachment to this report:

Original remaining ATR items	Officer comments	Officer recommendation
Item 12: External advocacy bodies (ie. MAV, Anti-Gambling Alliance), where Council provides an annual contribution, must provide a written report to Council on the external organisation's activities in the past twelve months. These reports are then clustered and presented to Council.	Reports by external advocacy bodies will be provided to Councillors via the Councillors' portal.	Include any reports by external advocacy bodies on the Councillor portal. Status: monitor until March 2023
Item 20: Better disclosure of remuneration arrangements for senior officers Example Melbourne City Council does this in their annual report	<p>A comparison of Frankston City Council's Annual Report and that of the City of Melbourne's Annual Report shows both contain the same requirements as prescribed under the Local Government Act 2020 and per the Local Government Victoria sector guidance and Model Report of Operations for 2021-2022.</p> <p>It is recognised that the City of Melbourne disclose the senior executive remuneration under the Staff Profile section of their Annual Report. This is not a mandatory legislative requirement nor a recommended requirement in the Model Report of Operations.</p> <p>Under the Local Government Act 2020 officer remuneration is designated confidential information on the grounds that</p>	<p>Include <i>Council and Key Management Remuneration</i> section on Page 192-194 of the financial statements in the Annual Report on Council's Transparency Hub and provide annual updates.</p> <p>Status: monitor until December 2022</p>

12.8 Accountability and Transparency Reform (ATR) supplementary items**Executive Summary**

	<p>it relates to personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs.</p> <p>Wording is provided to accompany the table in the financial statements of the Annual Report and this section can be included on Council's Transparency Hub.</p>	
<p>Item 37:</p> <p>As is practiced by the City of Gardner in Massachusetts (United States), quarterly figures are made available online to the public regarding departmental spending on goods and services (Open Check database).</p>	<p>Financial reports are available quarterly on Council's website. Council's Transparency Hub enables access to and drill down of multiple financial year data, which will include the service/departmental spending.</p>	<p>Continue to release and maintain financial data sets on Council's Transparency Hub.</p> <p>Status: monitor until March 2023</p>
<p>Item 39:</p> <p>That every term a 'transparency review' is to occur of the Frankston City Council website, the review is to cover, and assess, the types of information openly available via the Council's website to help gauge how open the organisation is, learn about how it can be more transparent and compare its performance in this area with its peer Councils.</p>	<p>Migration of website completed. Redesign and publishing of updated content is now live. Council's Transparency Hub is intended as the primary location for open data.</p> <p>Extra data sets will be uploaded and maintained each quarter.</p>	<p>Continue to assess and release data sets on Council's Transparency Hub.</p> <p>Status: complete</p>

- The remaining 11 supplementary items were followed up with officers and a status update was provided at a subsequent meeting with Cr Bolam held on 4 October 2022. It was agreed that eight (8) of these already have controls in place and there are three (3) remaining items which will be monitored and/or actioned.
- During the officers' consideration of supplementary items it was assessed whether the information would be suitable for displaying as data set on Council's Transparency Hub
- Of the three (3) remaining supplementary ATR items, the status of these are provided in the attachment to this report:

12.8 Accountability and Transparency Reform (ATR) supplementary items

Executive Summary

Supplementary items remaining	Officer comments	Officer recommendation
<p>Item 1:</p> <p>That Council's interstate travel policy be reformed to reflect the following:</p> <p>De-identified staff travel and accommodation above \$1000 must be reflected in the CEO's periodic public report, and the specific rationale.</p>	<p>The cost of staff travel and accommodation is already disclosed in the confidential attachment of the CEO's quarterly report to Council.</p> <p>There is no longer a requirement under the Local Government Act 2020 for retaining Registers on Council websites. The Staff Travel Register is available for viewing on public inspection.</p> <p>Travel register information could be de-identified and consolidated and included on Council's Transparency Hub.</p>	<p>Include Travel Register de-identified and consolidated information on Council's Transparency Hub.</p> <p>Status: monitor until March 2023</p>
<p>Item 2:</p> <p>That Council's interstate travel policy be reformed to reflect the following:</p> <p>De-identified staff travel and accommodation above \$1000 must be reflected in the CEO's periodic public report, and the specific rationale.</p>	<p>The cost of staff professional development is already disclosed as part of the budget and annual report.</p> <p>Professional development information could be de-identified and consolidated and included on Council's Transparency Hub.</p>	<p>Include Professional development de-identified and consolidated information on Council's Transparency Hub.</p> <p>Status: monitor until March 2023</p>
<p>Item 3:</p> <p>That the next Councillor and Staff Code of Conduct updates are to include the strengthening of compliance with Council's Lobbyist and Developer Register.</p>	<p>Although the Local Government Act 2020 includes provisions that allow other matters to be included in the Councillor Code of Conduct it is noted that the prescribed standards of conduct are the only obligations that must be complied with by a Councillor.</p> <p>Further discussions will occur before being pursued further. It is expected that guidance in relation to developers and local government may be available in 2023 which may determine the requirements going forward.</p>	<p>Continue with Council's current approach to registering Councillor and staff interactions with lobbyists and/or developers and ensuring robust controls are maintained through the exercising existing protocols and guidelines.</p> <p>Status: review once outcome of IBAC's Operation Sandon is complete</p>

- It is recommended that officers monitor the remaining items of the original ATR and the supplementary ATR and report the progress of these until completion as an attachment to the CEO's quarterly report.

12.8 Accountability and Transparency Reform (ATR) supplementary items**Executive Summary****Financial Impact**

There are no financial implications associated with this report.

Officers will be required to monitor the completion of the remaining ATR items.

Consultation**1. External Stakeholders**

Officers have reached out to the City of Melbourne for one of the remaining ATR items in relation to the Annual Report.

2. Other Stakeholders

Officers from relevant departments have been consulted for information and comments on the controls for the remaining original and supplementary ATR items.

Analysis (Environmental / Economic / Social Implications)

There are no known environmental, economic or social implications 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

There are no statutory obligations for Councils to have Accountability and Transparency Reforms.

Policy Impacts

There are no known policies relevant to this report.

Officer's Declaration of Interests

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

Risk Mitigation

Inability to ensure the appropriate controls are in place may result in Council's policies, protocols and processes becoming ineffective. Regular review and ensuring that appropriate controls and high quality standards are in place will result in better transparency and accountability.

Conclusion

In June 2020 Council resolved that it was the final update of the ATR document and the 26 remaining items were monitored until July 2022 when 22 were completed and four (4) items to be completed. A further 24 supplementary items were identified by Cr Bolam in March 2022 and after officer assessment there are three (3) remaining items.

It is recommended that four (4) remaining items from the original ATR and three (3) supplementary items will be monitored and reported via the CEO's public quarterly report to Council until completed and where appropriate considered for Council's Transparency Hub.

12.8 Accountability and Transparency Reform (ATR) supplementary items

Executive Summary

ATTACHMENTS

Nil

Executive Summary**12.9 Amendment of Councillor Code of Conduct**

*Enquiries: (Brianna Alcock: Corporate and Commercial Services)
(Louise Bugiera: Corporate and Commercial Services)*

Council Plan

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

Purpose

To present the revised amended Councillor Code of Conduct for adoption by Council.

Recommendation (Chief Financial Officer)

That Council:

1. Notes that section 140 of the *Local Government Act 2020* provides for a Council to review or amend the Councillor Code of Conduct at any time by a Council resolution agreed to by at least 6 of the 9 Councillors (i.e. two-thirds of the Council);
2. Notes it has reviewed its Councillor Code of Conduct; and
3. Resolves to revoke the Councillor Code of Conduct 2021 and to adopt the Councillor Code of Conduct 2022.

Key Points / Issues

- In accordance with the *Local Government Act 2020* ('Act'), Council adopted the Councillor Code of Conduct 2021 ('Code') on 15 February 2021.
- The requirements for the Code are set out in the 2020 Act, and in the *Local Government (Governance and Integrity) Regulations 2020* ('Regulations').
- The mandated purpose of the Code is:
 - to detail the standards of conduct which Councillors are expected to observe, as prescribed in the Act and Regulations; and
 - to set out the process for dealing with a breach of these standards of conduct, i.e. an internal arbitration process.
- It is also open to Council to include in its Code:
 - any other matters which the Council considers appropriate, other than any other standard of conduct; and
 - a process for resolving interpersonal disputes between Councillors.
- Thus, in addition to the prescribed content, the Code includes some content which sets out expectations around Councillor communication and use of social media.
- Since the adoption of the Code, a potential issue has been identified with some of this additional content; specifically:
 - Clause 3.1 b) which states:

12.9 Amendment of Councillor Code of Conduct**Executive Summary**

“Councillors undertake to comply with the Council’s communications policy and to respect the roles of the Mayor and Chief Executive Officer as the official spokespersons of the Council;” and

- Clause 3.1 c) i) which states:

“Although any Councillor is entitled to communicate his or her views to the media, constituents and others, they should not in doing so:

- i) criticise or actively seek to undermine any decision or position already taken by the Council;”*

- These clauses, which appear under “Other Obligations” in part 3 of the Code, have never been considered to be enforceable in the same way as the “Standards of Conduct” in part 2 of the Code. Nevertheless, it has been suggested that the clauses could be interpreted to unreasonably restrict a Councillor’s right to freedom of expression in circumstances where that expression would not otherwise breach the Standards of Conduct.
- The potential for confusion can most easily be addressed by removing part 3 of the Code. Accordingly, a draft amended Code has been developed and is included as Attachment A.
- A marked up copy showing the proposed deletions is included as Attachment B.
- It is recommended that Council resolves to revoke the existing Councillor Code of Conduct 2021, and to adopt the attached Councillor Code of Conduct 2022.

Financial Impact

There are no financial implications associated with this report.

Consultation**1. External Stakeholders**

External legal advice has informed the recommendation in this matter.

2. Other Stakeholders

The proposed amendments have been discussed with Councillors.

Analysis (Environmental / Economic / Social Implications)

The Code is a key element of Council’s governance arrangements. It articulates the expected standards of behaviour and provides a framework of rules and relationships, systems and processes which contribute to the effective operation of the Council, and assists in the resolution of any issues that might arise.

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

In preparing the Councillor Code of Conduct, consideration has been given to balancing the rights protected under the Charter of Human Rights and Responsibilities Act 2006, including the right to take part in public life (section 18); the right to freedom of expression (section 15); and the right to privacy and reputation (section 13).

Under the Charter, special duties and responsibilities are attached to the right to freedom of expression. The right may be subject to lawful restrictions reasonably necessary to respect the rights and reputation of other persons; or to protect the public interest.

12.9 Amendment of Councillor Code of Conduct**Executive Summary**Legal

Sections 139 and 140 of the 2020 Act set out the legal requirements in relation to the Councillor Code of Conduct, as follows:

139 Councillor Code of Conduct

- (1) *A Council must develop a Councillor Code of Conduct.*
- (2) *The purpose of the Councillor Code of Conduct is to include the standards of conduct expected to be observed by Councillors in the course of performing their duties and functions as Councillors, including prohibiting discrimination, harassment (including sexual harassment) and vilification.*
- (3) *A Councillor Code of Conduct—*
 - a) *must include the standards of conduct prescribed by the regulations expected to be observed by Councillors; and*
 - b) *must include any provisions prescribed by the regulations for the purpose of this section; and*
 - c) *must include provisions addressing any matters prescribed by the regulations for the purpose of this section; and*
 - d) *may include any other matters which the Council considers appropriate, other than any other standards of conduct.*
- (4) *A Council must review and adopt the Councillor Code of Conduct within the period of 4 months after a general election.*
- (5) *A Council must adopt the Councillor Code of Conduct under subsection (4) by a formal resolution of the Council passed at a meeting by at least two-thirds of the total number of Councillors elected to the Council.*
- (6) *Until a Council adopts a Councillor Code of Conduct under subsection (4), the Councillors must comply with the existing Councillor Code of Conduct.*
- (7) *A Councillor Code of Conduct is inoperative to the extent that it is inconsistent with any Act (including the Charter of Human Rights and Responsibilities Act 2006) or regulation.*

140 Review or amendment of Councillor Code of Conduct

- (1) *A Council may review or amend the Councillor Code of Conduct at any time.*
- (2) *A Council can only amend the Councillor Code of Conduct by a formal resolution of the Council passed at a meeting by at least two-thirds of the total number of Councillors elected to the Council.*

The Standards of Conduct referred to in section 139(3) are prescribed in Schedule 1 to the Regulations, as follows:

Schedule 1—Standards of conduct**Regulation 12****1 Treatment of others**

A Councillor must, in performing the role of a Councillor, treat other Councillors, members of Council staff, the municipal community and

12.9 Amendment of Councillor Code of Conduct**Executive Summary**

members of the public with dignity, fairness, objectivity, courtesy and respect, including by ensuring that the Councillor—

- (a) takes positive action to eliminate discrimination, sexual harassment and victimisation in accordance with the Equal Opportunity Act 2010; and*
- (b) supports the Council in fulfilling its obligation to achieve and promote gender equality; and*
- (c) does not engage in abusive, obscene or threatening behaviour in their dealings with members of the public, Council staff and Councillors; and*
- (d) in considering the diversity of interests and needs of the municipal community, treats all persons with respect and has due regard for their opinions, beliefs, rights and responsibilities.*

2 Performing the role of Councillor

A Councillor must, in performing the role of a Councillor, do everything reasonably necessary to ensure that the Councillor performs the role of a Councillor effectively and responsibly, including by ensuring that the Councillor—

- (a) Undertakes any training or professional development activities the Council decides it is necessary for all Councillors to undertake in order to effectively perform the role of a Councillor; and*
- (b) Diligently uses Council processes to become informed about matters which are subject to Council decisions; and*
- (c) is fit to conscientiously perform the role of a Councillor when acting in that capacity or purporting to act in that capacity; and*
- (d) represents the interests of the municipal community in performing the role of a Councillor by considering and being responsive to the diversity of interests and needs of the municipal community.*

3 Compliance with good governance measures

A Councillor, in performing the role of a Councillor, to ensure the good governance of the Council, must diligently and properly comply with the following—

- (a) any policy, practice or protocol developed and implemented by the Chief Executive Officer in accordance with section 46 of the Act for managing interactions between members of Council staff and Councillors;*
- (b) the Council expenses policy adopted and maintained by the Council under section 41 of the Act;*
- (c) the Governance Rules developed, adopted and kept in force by the Council under section 60 of the Act;*
- (d) any directions of the Minister issued under section 175 of the Act.*

4 Councillor must not discredit or mislead Council or public

- (1) In performing the role of a Councillor, a Councillor must ensure that their behaviour does not bring discredit upon the Council.*

12.9 Amendment of Councillor Code of Conduct**Executive Summary**

- (2) *In performing the role of a Councillor, a Councillor must not deliberately mislead the Council or the public about any matter related to the performance of their public duties.*

5 Standards do not limit robust political debate

Nothing in these standards is intended to limit, restrict or detract from robust public debate in a democracy.

Policy Impacts

The Code is consistent with Council Policies.

Officer's Declaration of Interests

Council officers involved in the preparation of this report have no conflict of interest in this matter.

Risk Mitigation

Adopting the proposed amended Code will remove the non-enforceable content in part 3 (ie the content which is additional to the Standards of Conduct prescribed in the Act and Regulations). This will remove the potential for confusion regarding enforceability of the various provisions in the Code.

Conclusion

The Councillor Code of Conduct (Code), as adopted by Council on 15 February 2021, includes content prescribed by the *Local Government Act 2020* and the *Local Government (Governance and Integrity) Regulations 2020*.

The Code also includes some other matters as additional content which set out expectations around councillor communication and use of social media. A potential issue has been identified with some of this additional content; it has been suggested that it could be interpreted to unreasonably restrict a Councillor's right to freedom of expression in circumstances where that expression would not otherwise breach the Standards of Conduct. As this additional content is not enforceable, it is proposed to remove it.

It is recommended that Council resolves to revoke the existing Councillor Code of Conduct 2021, and to adopt the attached Councillor Code of Conduct 2022.

ATTACHMENTS

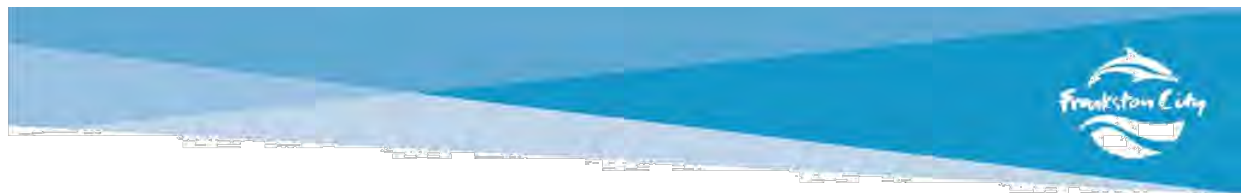
- Attachment A: [!\[\]\(a6f52c7dda3cd80477c916a910953b4b_img.jpg\)](#) Draft amended Councillor Code of Conduct 2022 (for adoption)
- Attachment B: [!\[\]\(805620140295418ded0946f02b29ef0a_img.jpg\)](#) Draft amended Councillor Code of Conduct - tracked changes version

Frankston City Council Councillor Code of Conduct 2022 (DRAFT)



Adopted by Council on (date).

Lifestyle Capital of Victoria



Contents

1	PURPOSE AND COMMITMENT	1
2	STANDARDS OF CONDUCT	2
2.1	Treatment of others	2
2.2	Performing the role of Councillor.....	2
2.3	Compliance with good governance measures	2
2.4	A Councillor must not discredit or mislead Council or public	3
2.5	Standards do not limit robust political debate.....	3
3	DISPUTE RESOLUTION PROCEDURE (Interpersonal disputes).....	4
3.1	Principles	4
3.2	Performance of functions if Mayor is a party to the dispute.....	4
3.3	Documents to be treated as confidential.....	5
3.4	Preparation of dispute statement.....	5
3.5	Notifications by CCO.....	5
3.6	Convening of facilitated negotiation meeting by CCO	6
3.7	Conduct of the facilitated negotiation meeting.....	6
4	INTERNAL ARBITRATION PROCESS.....	8
4.1	The Application.....	8
4.2	Internal Arbitration	9
4.3	Responsibility of Councillors	11



1 PURPOSE AND COMMITMENT

1.1 The performance of the Council and the wellbeing of the Frankston community are directly affected by the conduct of the City's elected Councillors; accordingly, the community is entitled to expect that:

- a) the business of the Council is conducted with efficiency, impartiality and integrity;
- b) Councillors obey the spirit and letter of the law, and in particular, the provisions of relevant statutes, regulations, local laws and other instruments; and
- c) responsibility to the community is always given absolute priority over the private interests of Councillors.

The important leadership role of Councillors is recognised in the *Local Government Act 2020* (the Act), which describes how the Council is to be accountable in the performance of its functions, the exercise of powers and the use of resources. The Act specifies the role, function and objectives of Council, the Mayor, Deputy Mayor and Councillors, and the Chief Executive Officer.

1.2 This Councillor Code of Conduct has been adopted in satisfaction of the requirements of the Act and is binding on all Councillors to:

- a) specify the standards of conduct expected of Frankston City Council's elected representatives;
- b) foster constructive working relationships between Councillors, to enable Councillors to work together in the best interests of the community; and
- c) mandate legal, ethical and appropriate Councillor conduct that will build public confidence in the integrity of local government.

1.3 The Mayor, Deputy Mayor and Councillors commit to carrying out their role to the highest standards of conduct and behaviour. As part of this commitment, all Councillors will adhere to the conduct principles, values and processes outlined in the Councillor Code of Conduct. This will attract the highest level of confidence from Council's community and stakeholders, assist Councillors to carry out their role, and provide a means for dealing with a range of situations which may occur.



2 STANDARDS OF CONDUCT

Councillors will observe the standards of conduct expected to be observed by Councillors in the course of performing their duties and functions as Councillors. These standards of conduct are prescribed in the *Local Government (Governance and Integrity) Regulations 2020* (the Regulations), as follows (Standards of Conduct):

2.1 Treatment of others

A Councillor must, in performing the role of a Councillor, treat other Councillors, members of Council staff, the municipal community and members of the public with dignity, fairness, objectivity, courtesy and respect, including by ensuring that the Councillor—

- a) takes positive action to eliminate discrimination, sexual harassment and victimisation in accordance with the *Equal Opportunity Act 2010*; and
- b) supports the Council in fulfilling its obligation to achieve and promote gender equality; and
- c) does not engage in abusive, obscene or threatening behaviour in their dealings with members of the public, Council staff and Councillors; and
- d) in considering the diversity of interests and needs of the municipal community, treats all persons with respect and has due regard for their opinions, beliefs, rights and responsibilities.

2.2 Performing the role of Councillor

A Councillor must, in performing the role of a Councillor, do everything reasonably necessary to ensure that the Councillor performs the role of a Councillor effectively and responsibly, including by ensuring that the Councillor—

- a) undertakes any training or professional development activities the Council decides it is necessary for all Councillors to undertake in order to effectively perform the role of a Councillor; and
- b) diligently uses Council processes to become informed about matters which are subject to Council decisions; and
- c) is fit to conscientiously perform the role of a Councillor when acting in that capacity or purporting to act in that capacity; and
- d) represents the interests of the municipal community in performing the role of a Councillor by considering and being responsive to the diversity of interests and needs of the municipal community.

2.3 Compliance with good governance measures

A Councillor, in performing the role of a Councillor, to ensure the good governance of the Council, must diligently and properly comply with the following—

Page 2



- a) any policy, practice or protocol developed and implemented by the Chief Executive Officer in accordance with section 46 of the Act for managing interactions between members of Council staff and Councillors;
- b) the Council expenses policy adopted and maintained by the Council under section 41 of the Act;
- c) the Governance Rules developed, adopted and kept in force by the Council under section 60 of the Act;
- d) any directions of the Minister issued under section 175 of the Act.

2.4 A Councillor must not discredit or mislead Council or public

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

2.5 Standards do not limit robust political debate

Nothing in these standards is intended to limit, restrict or detract from robust public debate in a democracy.



3 DISPUTE RESOLUTION PROCEDURE (Interpersonal disputes)

This procedure prescribes the manner of dealing with an interpersonal dispute between Councillors.

3.1 Principles

The procedure takes into account the following principles:

- a) prior to commencing any formal dispute resolution process, the Councillors who are parties to an interpersonal dispute will endeavour to resolve the issues at the local level, in a courteous and respectful manner, recognising that they have been elected to represent the best interests of the community.
- b) the dispute should be dealt with expeditiously so as to avoid the potential for escalation and to maximise control and resolution of the matter at the local level.
- c) the dispute should be dealt with in accordance with the principles of natural justice, in an unbiased and fair manner.
- d) satisfactory resolution of any interpersonal dispute will principally arise from:
 - i) establishing timely and effective communication between the parties;
 - ii) identifying the basis of the concerns which give rise to the dispute, the symptoms, and the most likely causes;
 - iii) implementing an agreed or a preferred and realistic action plan;
 - iv) engaging in a genuine attempt at resolution of the dispute raised in accordance with the principles of natural justice, equity and fair treatment for all parties; and
 - v) the procedure being mutual and that Councillors must make a genuine and constructive attempt at resolution of the particular interpersonal dispute.

3.2 Performance of functions if Mayor is a party to the dispute

- a) In the event that the Mayor is a party to the dispute, the Deputy Mayor will perform the functions in this procedure ascribed to the Mayor, in the Mayor's stead.
- b) If the Mayor and Deputy Mayor are both parties to the dispute, the most recent past Mayor who is a member of the incumbent Council will perform the functions in this procedure ascribed to the Mayor, in the Mayor's stead.
- c) If there is no such past Mayor available to perform the functions, the most recent past Deputy Mayor who is a member of the incumbent Council will perform the functions.

Page 4



- d) If there is no such past Deputy Mayor available to perform the functions, Council's Councillor Conduct Officer (CCO) will appoint a Councillor of the incumbent Council who is not a party to the dispute, to perform the functions in this procedure ascribed to the Mayor.

3.3 Documents to be treated as confidential

All documents produced in connection with a dispute resolution procedure are to be treated as confidential and may not be publicly released unless the Mayor, CEO and CCO consider that it is appropriate in the circumstances.

3.4 Preparation of dispute statement

- a) The Councillor or Councillors raising the matter will prepare a written dispute statement which sets out the circumstances giving rise to the dispute.

The dispute statement will include:

- i) the name of the Councillor or Councillors who are the subject of the dispute;
- ii) the allegations made and the provisions of the Code of Conduct that are alleged to have been contravened (if applicable);
- iii) evidence in support of the allegations;
- iv) a summary of the endeavours that have been made to resolve the issue; and
- v) the signature of the Councillor or Councillors raising the dispute, and the date.

It is open to the Councillor or Councillors raising the dispute to seek assistance in preparing the dispute statement, but this assistance cannot be provided by any member of Council staff.

- b) The dispute statement will be provided to the CCO.

3.5 Notifications by CCO

As soon as practicable (but not more than 5 business days) after receiving a dispute statement, the CCO will:

- a) Provide a copy of the dispute statement to the CEO and Mayor;
- b) Provide a copy of the dispute statement to the Councillor or Councillors who are the subject of the dispute; and
- c) Advise the Mayor and the parties to the dispute that they will be required to attend a facilitated negotiation meeting, and seek an indication of availability.



3.6 Convening of facilitated negotiation meeting by CCO

- a) The Mayor and the parties to the dispute have an opportunity to notify the CCO of any preferences as to the date and time for the facilitated negotiation meeting, within 5 business days of receiving the CCO's advice under clause 4.5 c).
- b) Five business days after sending the advice in clause 4.5 c), the CCO will determine a suitable date and time for the facilitated negotiation meeting, taking into consideration as far as practicable any preferences that have been expressed by the Mayor and the parties to the dispute.
- c) The CCO will notify the Mayor and the parties to the dispute of the date, time and venue for the facilitated negotiation meeting.

3.7 Conduct of the facilitated negotiation meeting

- a) The Councillors who are parties to the dispute, and the Mayor and the CCO must attend the facilitated negotiation meeting.
- b) Each party to the dispute is entitled to bring a support person to the meeting. The support person may not speak at or otherwise participate in the meeting, but may request that the meeting be briefly adjourned to enable them to speak to the party they are supporting.
- c) The Mayor will chair the facilitated negotiation meeting, ensuring that all parties to the dispute are given the opportunity to speak.

The Mayor will also provide guidance to the parties about what is expected of a Councillor, and the observation of the Councillor Conduct Principles and the Councillor Code of Conduct.

- d) The CCO will create a meeting record of the facilitated negotiation, which will include:
 - i) Meeting date, start and finish time;
 - ii) The name and title of each attendee, including any support persons;
 - iii) Any adjournments, including who requested the adjournment, the reason given, and the start and finish time;
 - iv) Summary of key points discussed; and
 - v) Details of any resolution, agreement or other outcome achieved at the meeting and whether the dispute is deemed to have been resolved.
- e) The CCO may make an audio recording of the facilitated negotiation meeting, if requested to do so. No other person will be permitted to make a recording of the meeting. Any audio recording made by the CCO will be securely and confidentially stored in Council's corporate records system.



- f) Within 5 business days of the conclusion of the facilitated negotiation meeting, the CCO will send a copy of the draft meeting record to the CEO, the Mayor and each of the parties to the dispute.
- g) The Mayor and each of the parties have an opportunity to notify the CCO in writing of any perceived inaccuracies or errors in the draft meeting record, within 3 business days of its receipt. A copy of any such notification must also be provided to the other party or parties to the dispute.
- h) If no issues are raised, the CCO will finalise the meeting record and send a copy of the final version to the CEO, the Mayor and each of the parties to the dispute.
- i) If any issues are raised with the draft meeting record, the CCO will decide whether amendments are required. The CCO may listen to the audio recording of the meeting (if made) to assist in making this decision. The CCO will notify the Mayor and each of the parties to the dispute of the decision regarding amendments to the meeting record.
- j) Due to the substantial time and resources involved, no transcript of the audio recording will be made unless the CCO determines this to be necessary to resolve a dispute regarding the accuracy of the meeting record.
- k) If the parties cannot resolve the dispute at the meeting, a further meeting may be convened.



4 INTERNAL ARBITRATION PROCESS

A breach of the Standards of Conduct constitutes 'misconduct' for the purposes of the Act and may be referred to an arbiter for determination. The process for internal arbitration is prescribed by Part 6 of the Act and r 11 of the Regulations.

An allegation that the Standards of Conduct have been breached by a Councillor can be made by:

- a) Council, by resolution;
- b) a Councillor; or
- c) a group of Councillors.

Where an allegation is made by Council or by a group of Councillors, a single Councillor must be nominated to act as the representative of Council or the group of Councillors (as the case may be) in the internal resolution process. Only that Councillor will be entitled to participate in the internal resolution process.

When an allegation of a breach of the Standards of Conduct is made, the Councillors who are party to the allegation undertake to use their best endeavours to resolve it in a courteous and respectful manner without recourse to formal processes under the Act. This may involve an adaptation of the process set out in Part 4 of this Code (including but not limited to a facilitated discussion). If, after these endeavours have been exhausted, the allegation remains unresolved, either or both of the Councillors may have recourse to any or all of the internal resolution processes set out in this Code.

4.1 The Application

An application alleging a breach of the Standards of Conduct must:

- a) include the:
 - i) name of the Councillor alleged to have breached the Standards of Conduct;
 - ii) clause(s) of the Standards of Conduct that the Councillor is alleged to have breached;
 - iii) particular misconduct, or behaviour, that the Councillor is alleged to have engaged in that resulted in the breach; and
 - iv) phase of the internal resolution process being pursued by the Councillor making the allegation at the first instance; and
- b) be submitted to the CCO for:
 - i) action, if the application seeks engagement in the first or second phase of the internal resolution process; or
 - ii) referral to the Principal Councillor Conduct Registrar, if the application seeks a formal internal arbitration process.



If an application received by the CCO does not meet the requirements of this Part 5, the CCO will return it to the Councillor submitting it with a brief statement of the ways in which the application is deficient.

A Councillor may revise and resubmit to the CCO a deficient application, provided that the Councillor submits the revised application no later than 3 months after the alleged breach of the Standards of Conduct occurred (see s 143(3) of the Act).

4.2 Internal Arbitration

On receiving an application from a Councillor which meets the requirements of this Part 5 and which seeks an internal arbitration process, or on escalating an application where a facilitated discussion and/or mediation has not been completed or has not resolved the allegation, the CCO will:

- a) refer the application to the Principal Councillor Conduct Registrar;
- b) notify the Councillors involved in the application of the referral;
- c) notify the CEO of the referral (for the CEO's information only);
- d) await advice from the Principal Councillor Conduct Registrar about the application; and
- e) take such steps as are necessary to give effect to the Principal Councillor Conduct Registrar's advice, in accordance with any instructions received.

Councillors recognise that an application for internal arbitration for an allegation of a breach of the Standards of Conduct will only be accepted by the Principal Councillor Conduct Registrar, and an arbiter will only be appointed, if the Principal Councillor Conduct Registrar is satisfied that:

- f) the application is not frivolous, vexatious, misconceived or lacking in substance; and
- g) there is sufficient evidence to support an allegation of a breach of the Councillor Code of Conduct.

It is for the Councillor or Councillors submitting an application to ensure that the application meets these requirements.

If the Principal Councillor Conduct Registrar is satisfied that an application for internal arbitration should be accepted, the Principal Councillor Conduct Registrar will appoint an arbiter from a panel list compiled by the Secretary to the Department of Jobs, Precincts and Regions.

In conducting an arbitration the arbiter must:

- h) ensure that the parties involved are given an opportunity to be heard;
- i) ensure that a Councillor who is a party does not have a right to representation, unless the arbiter considers that representation is necessary to ensure that the process is conducted fairly;



- j) conduct the hearing with as little formality and technicality as the proper consideration of the matter permits; and
- k) ensure that the hearing is not open to the public.

Additionally, in conducting an arbitration the arbiter:

- l) may hear each party to the matter in person or solely by written or electronic means of communication;
- m) is not bound by the rules of evidence and may be informed in any manner the arbiter sees fit;
- n) may at any time discontinue the hearing if the arbiter considers that the:
 - i) application is vexatious, misconceived, frivolous or lacking in substance; or
 - ii) Councillor making the application, or representing the group of Councillors making the application, has not responded, or has responded inadequately, to a request for further information.

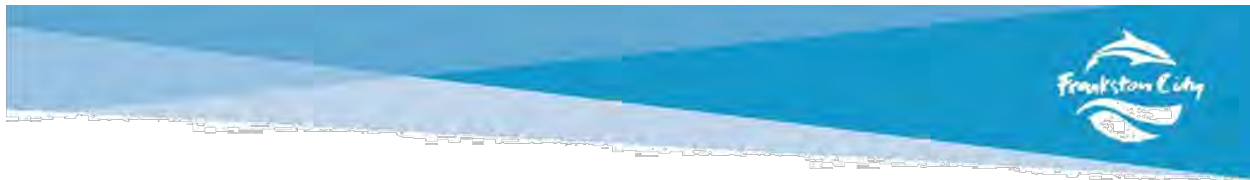
If, at the completion of the internal arbitration process, the arbiter determines that a Councillor has breached the Standards of Conduct, the arbiter may make a finding of misconduct against the Councillor and impose any one or more of the following sanctions:

- o) direct the Councillor to make an apology;
- p) suspend the Councillor from the office of Councillor for a period specified by the arbiter (not exceeding one month);
- q) direct that the Councillor be removed from any position where the Councillor represents Council for the period determined by the arbiter;
- r) direct that the Councillor is removed from being the chair of a delegated committee for the period determined by the arbiter; and/or
- s) direct a Councillor to attend or undergo training or counselling specified by the arbiter.

The arbiter must provide a written copy of the arbiter's findings and statement of reasons to:

- t) Council;
- u) the applicant(s) and the respondent; and
- v) the Principal Councillor Conduct Registrar.

A copy of the arbiter's decision and statement of reasons must be tabled at the next Council meeting after the arbiter's findings and statement of reasons are provided. If the arbiter's decision and statement of reasons contain any confidential information, the confidential information must be redacted before it is tabled



Councillors recognise that a failure to participate in and comply with the internal arbitration process or a direction given to the Councillor by an arbiter is 'serious misconduct' for the purposes of the Act. Allegations of 'serious misconduct' are heard by a Councillor Conduct Panel.

4.3 Responsibility of Councillors

It is the responsibility of a Councillor or Councillors submitting an application to prepare the application, including by identifying and collating the evidence which supports it.

While members of Council staff may provide some administrative support, that support will not extend to assisting Councillors with the preparation of the substance of an application.

Frankston City Council

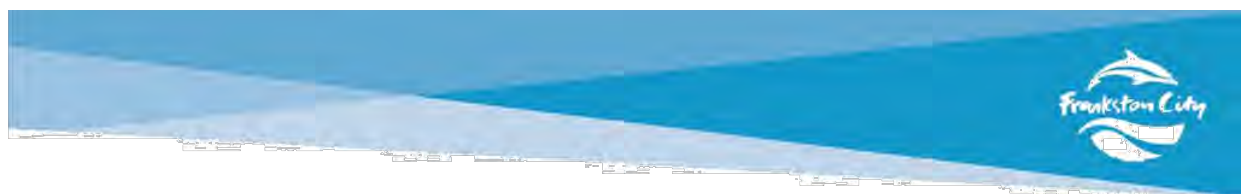
Councillor Code of Conduct

2021 2022 (DRAFT)



Adopted by Council on ~~15 February 2021~~(date).

Lifestyle Capital of Victoria



Contents

1	PURPOSE AND COMMITMENT	1
2	STANDARDS OF CONDUCT	2
2.1	Treatment of others	2
2.2	Performing the role of Councillor.....	2
2.3	Compliance with good governance measures	2
2.4	A Councillor must not discredit or mislead Council or public	3
2.5	Standards do not limit robust political debate.....	3
3	DISPUTE RESOLUTION PROCEDURE (Interpersonal disputes).....	6
3.1	Principles	6
3.2	Performance of functions if Mayor is a party to the dispute.....	6
3.3	Documents to be treated as confidential.....	7
3.4	Preparation of dispute statement.....	7
3.5	Notifications by CCO.....	7
3.6	Convening of facilitated negotiation meeting by CCO	8
3.7	Conduct of the facilitated negotiation meeting	8
4	INTERNAL ARBITRATION PROCESS	10
4.1	The Application.....	10
4.2	Internal Arbitration	11
4.3	Responsibility of Councillors	13
1	PURPOSE AND COMMITMENT	1
2	STANDARDS OF CONDUCT	2
2.1	Treatment of others	2
2.2	Performing the role of Councillor.....	2
2.3	Compliance with good governance measures	2
2.4	A Councillor must not discredit or mislead Council or public	3
2.5	Standards do not limit robust political debate.....	3
3	OTHER OBLIGATIONS	4
3.1	Communication	4
3.2	Use of social media.....	4
4	DISPUTE RESOLUTION PROCEDURE (Interpersonal disputes).....	6
4.1	Principles	6
4.2	Performance of functions if Mayor is a party to the dispute.....	6



4.3 Documents to be treated as confidential.....	7
4.4 Preparation of dispute statement.....	7
4.5 Notifications by CCO.....	7
4.6 Convening of facilitated negotiation meeting by CCO.....	8
4.7 Conduct of the facilitated negotiation meeting.....	8
5 Internal Arbitration Process.....	10
5.1 The Application.....	10
5.2 Internal Arbitration.....	11
5.3 Responsibility of Councillors.....	13



1 PURPOSE AND COMMITMENT

- 1.1 The performance of the Council and the wellbeing of the Frankston community are directly affected by the conduct of the City's elected Councillors; accordingly, the community is entitled to expect that:

- a) the business of the Council is conducted with efficiency, impartiality and integrity;
- b) Councillors obey the spirit and letter of the law, and in particular, the provisions of relevant statutes, regulations, local laws and other instruments; and
- c) responsibility to the community is always given absolute priority over the private interests of Councillors.

The important leadership role of Councillors is recognised in the *Local Government Act 2020* (the Act), which describes how the Council is to be accountable in the performance of its functions, the exercise of powers and the use of resources. The Act specifies the role, function and objectives of Council, the Mayor, Deputy Mayor and Councillors, and the Chief Executive Officer.

- 1.2 This Councillor Code of Conduct has been adopted in satisfaction of the requirements of the Act and is binding on all Councillors to:

- a) specify the standards of conduct expected of Frankston City Council's elected representatives;
- b) foster constructive working relationships between Councillors, to enable Councillors to work together in the best interests of the community; and
- c) mandate legal, ethical and appropriate Councillor conduct that will build public confidence in the integrity of local government.

- 1.3 The Mayor, Deputy Mayor and Councillors commit to carrying out their role to the highest standards of conduct and behaviour. As part of this commitment, all Councillors will adhere to the conduct principles, values and processes outlined in the Councillor Code of Conduct. This will attract the highest level of confidence from Council's community and stakeholders, assist Councillors to carry out their role, and provide a means for dealing with a range of situations which may occur.



2 STANDARDS OF CONDUCT

Councillors will observe the standards of conduct expected to be observed by Councillors in the course of performing their duties and functions as Councillors. These standards of conduct are prescribed in the *Local Government (Governance and Integrity) Regulations 2020* (the Regulations), as follows (Standards of Conduct):

2.1 Treatment of others

A Councillor must, in performing the role of a Councillor, treat other Councillors, members of Council staff, the municipal community and members of the public with dignity, fairness, objectivity, courtesy and respect, including by ensuring that the Councillor—

- a) takes positive action to eliminate discrimination, sexual harassment and victimisation in accordance with the *Equal Opportunity Act 2010*; and
- b) supports the Council in fulfilling its obligation to achieve and promote gender equality; and
- c) does not engage in abusive, obscene or threatening behaviour in their dealings with members of the public, Council staff and Councillors; and
- d) in considering the diversity of interests and needs of the municipal community, treats all persons with respect and has due regard for their opinions, beliefs, rights and responsibilities.

2.2 Performing the role of Councillor

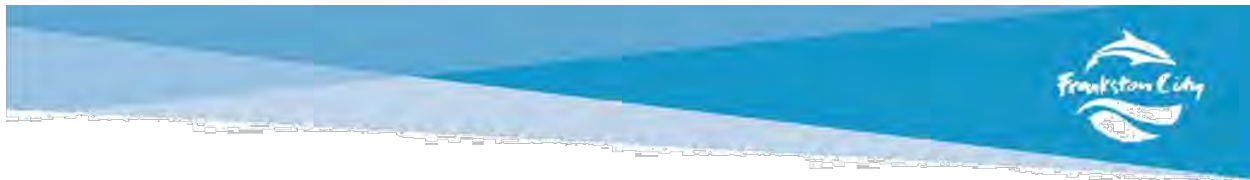
A Councillor must, in performing the role of a Councillor, do everything reasonably necessary to ensure that the Councillor performs the role of a Councillor effectively and responsibly, including by ensuring that the Councillor—

- a) undertakes any training or professional development activities the Council decides it is necessary for all Councillors to undertake in order to effectively perform the role of a Councillor; and
- b) diligently uses Council processes to become informed about matters which are subject to Council decisions; and
- c) is fit to conscientiously perform the role of a Councillor when acting in that capacity or purporting to act in that capacity; and
- d) represents the interests of the municipal community in performing the role of a Councillor by considering and being responsive to the diversity of interests and needs of the municipal community.

2.3 Compliance with good governance measures

A Councillor, in performing the role of a Councillor, to ensure the good governance of the Council, must diligently and properly comply with the following—

Page 2



- a) any policy, practice or protocol developed and implemented by the Chief Executive Officer in accordance with section 46 of the Act for managing interactions between members of Council staff and Councillors;
- b) the Council expenses policy adopted and maintained by the Council under section 41 of the Act;
- c) the Governance Rules developed, adopted and kept in force by the Council under section 60 of the Act;
- d) any directions of the Minister issued under section 175 of the Act.

2.4 A Councillor must not discredit or mislead Council or public

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

2.5 Standards do not limit robust political debate

Nothing in these standards is intended to limit, restrict or detract from robust public debate in a democracy.



~~3 OTHER OBLIGATIONS~~

~~Councillors will also observe the obligations set out in this Part 3:~~

~~3.1 Communication~~

- ~~a) Councillors recognise their responsibility, as representatives of the local community, to be responsive to community views and to accurately communicate the position and decisions of the Council.~~
- ~~a) Councillors undertake to comply with the Council's communications policy and to respect the roles of the Mayor and Chief Executive Officer as the official spokespersons of the Council.~~
- ~~b) Although any Councillor is entitled to communicate his or her views to the media, constituents and others, they should not in doing so:
 - ~~i) criticise or actively seek to undermine any decision or position already taken by the Council;~~
 - ~~i) bring the Council into disrepute; or~~
 - ~~ii) purport to speak on behalf of the Council, without authority.~~~~
- ~~d) Where an individual Councillor chooses to express a personal opinion through the media, they will:
 - ~~i) make it clear that any such comment is a personal view and does not represent the position of Council; and~~
 - ~~ii) ensure that any such comment could not reasonably be construed as being derogatory, offensive or insulting to any person.~~~~

~~3.2 Use of social media~~

~~In addition to the Communication provisions above, the following provisions apply to the use of all forms of social media:~~

~~When using social media, Councillors will endeavour to maintain an appropriate separation between their role and duties as a Councillor and their life as a private citizen.~~

~~On any social media account on which a Councillor may discuss matters relevant to the Council, the Councillor will include in the header of the account a statement that they are providing their own individual comment and are not speaking for or on behalf of the Council.~~

~~When using any social media which enables them to be identified as a Councillor of the Council, a Councillor will not:~~

- ~~a) imply that they are authorised to speak on behalf of the Council, or give the impression that their expressed views are those of the Council;~~



~~a) post, make comment or endorse (for example 'like') material that is offensive, obscene, defamatory, damaging, deceptive, threatening, harassing, bullying, discriminatory, hateful, racist, sexist, that infringes copyright or privacy, that constitutes a contempt of court, that breaches a court suppression order or is otherwise unlawful;~~

~~b) use or disclose confidential information obtained in their capacity as a Councillor; or~~

~~c) make any comment, post or endorse any material that might otherwise cause damage to the Council's reputation or bring it into disrepute.~~

~~Where a Councillor has a social media account that refers to them as a Councillor, in accordance with Council's Election Period Policy this account must be deactivated and may only be reactivated upon the individual being officially sworn in as a Councillor of Frankston City Council.~~



43 DISPUTE RESOLUTION PROCEDURE (Interpersonal disputes)

This procedure prescribes the manner of dealing with an interpersonal dispute between Councillors.

4.13.1 Principles

The procedure takes into account the following principles:

- a) prior to commencing any formal dispute resolution process, the Councillors who are parties to an interpersonal dispute will endeavour to resolve the issues at the local level, in a courteous and respectful manner, recognising that they have been elected to represent the best interests of the community.
- b) the dispute should be dealt with expeditiously so as to avoid the potential for escalation and to maximise control and resolution of the matter at the local level.
- c) the dispute should be dealt with in accordance with the principles of natural justice, in an unbiased and fair manner.
- d) satisfactory resolution of any interpersonal dispute will principally arise from:
 - i) establishing timely and effective communication between the parties;
 - ii) identifying the basis of the concerns which give rise to the dispute, the symptoms, and the most likely causes;
 - iii) implementing an agreed or a preferred and realistic action plan;
 - iv) engaging in a genuine attempt at resolution of the dispute raised in accordance with the principles of natural justice, equity and fair treatment for all parties; and
 - v) the procedure being mutual and that Councillors must make a genuine and constructive attempt at resolution of the particular interpersonal dispute.

4.13.2 Performance of functions if Mayor is a party to the dispute

- a) In the event that the Mayor is a party to the dispute, the Deputy Mayor will perform the functions in this procedure ascribed to the Mayor, in the Mayor's stead.
- b) If the Mayor and Deputy Mayor are both parties to the dispute, the most recent past Mayor who is a member of the incumbent Council will perform the functions in this procedure ascribed to the Mayor, in the Mayor's stead.
- c) If there is no such past Mayor available to perform the functions, the most recent past Deputy Mayor who is a member of the incumbent Council will perform the functions.



- d) If there is no such past Deputy Mayor available to perform the functions, Council's Councillor Conduct Officer (CCO) will appoint a Councillor of the incumbent Council who is not a party to the dispute, to perform the functions in this procedure ascribed to the Mayor.

4.33.3 Documents to be treated as confidential

All documents produced in connection with a dispute resolution procedure are to be treated as confidential and may not be publicly released unless the Mayor, CEO and CCO consider that it is appropriate in the circumstances.

4.43.4 Preparation of dispute statement

- a) The Councillor or Councillors raising the matter will prepare a written dispute statement which sets out the circumstances giving rise to the dispute.

The dispute statement will include:

- i) the name of the Councillor or Councillors who are the subject of the dispute;
- ii) the allegations made and the provisions of the Code of Conduct that are alleged to have been contravened (if applicable);
- iii) evidence in support of the allegations;
- iv) a summary of the endeavours that have been made to resolve the issue; and
- v) the signature of the Councillor or Councillors raising the dispute, and the date.

It is open to the Councillor or Councillors raising the dispute to seek assistance in preparing the dispute statement, but this assistance cannot be provided by any member of Council staff.

- b) The dispute statement will be provided to the CCO.

4.53.5 Notifications by CCO

As soon as practicable (but not more than 5 business days) after receiving a dispute statement, the CCO will:

- a) Provide a copy of the dispute statement to the CEO and Mayor;
- b) Provide a copy of the dispute statement to the Councillor or Councillors who are the subject of the dispute; and
- c) Advise the Mayor and the parties to the dispute that they will be required to attend a facilitated negotiation meeting, and seek an indication of availability.



4.63.6 Convening of facilitated negotiation meeting by CCO

- a) The Mayor and the parties to the dispute have an opportunity to notify the CCO of any preferences as to the date and time for the facilitated negotiation meeting, within 5 business days of receiving the CCO's advice under clause 4.5 c).
- b) Five business days after sending the advice in clause 4.5 c), the CCO will determine a suitable date and time for the facilitated negotiation meeting, taking into consideration as far as practicable any preferences that have been expressed by the Mayor and the parties to the dispute.
- c) The CCO will notify the Mayor and the parties to the dispute of the date, time and venue for the facilitated negotiation meeting.

4.73.7 Conduct of the facilitated negotiation meeting

- a) The Councillors who are parties to the dispute, and the Mayor and the CCO must attend the facilitated negotiation meeting.
- b) Each party to the dispute is entitled to bring a support person to the meeting. The support person may not speak at or otherwise participate in the meeting, but may request that the meeting be briefly adjourned to enable them to speak to the party they are supporting.
- c) The Mayor will chair the facilitated negotiation meeting, ensuring that all parties to the dispute are given the opportunity to speak.

The Mayor will also provide guidance to the parties about what is expected of a Councillor, and the observation of the Councillor Conduct Principles and the Councillor Code of Conduct.

- d) The CCO will create a meeting record of the facilitated negotiation, which will include:
 - i) Meeting date, start and finish time;
 - ii) The name and title of each attendee, including any support persons;
 - iii) Any adjournments, including who requested the adjournment, the reason given, and the start and finish time;
 - iv) Summary of key points discussed; and
 - v) Details of any resolution, agreement or other outcome achieved at the meeting and whether the dispute is deemed to have been resolved.
- e) The CCO may make an audio recording of the facilitated negotiation meeting, if requested to do so. No other person will be permitted to make a recording of the meeting. Any audio recording made by the CCO will be securely and confidentially stored in Council's corporate records system.



- f) Within 5 business days of the conclusion of the facilitated negotiation meeting, the CCO will send a copy of the draft meeting record to the CEO, the Mayor and each of the parties to the dispute.
- g) The Mayor and each of the parties have an opportunity to notify the CCO in writing of any perceived inaccuracies or errors in the draft meeting record, within 3 business days of its receipt. A copy of any such notification must also be provided to the other party or parties to the dispute.
- h) If no issues are raised, the CCO will finalise the meeting record and send a copy of the final version to the CEO, the Mayor and each of the parties to the dispute.
- i) If any issues are raised with the draft meeting record, the CCO will decide whether amendments are required. The CCO may listen to the audio recording of the meeting (if made) to assist in making this decision. The CCO will notify the Mayor and each of the parties to the dispute of the decision regarding amendments to the meeting record.
- j) Due to the substantial time and resources involved, no transcript of the audio recording will be made unless the CCO determines this to be necessary to resolve a dispute regarding the accuracy of the meeting record.
- k) If the parties cannot resolve the dispute at the meeting, a further meeting may be convened.



54 INTERNAL ARBITRATION PROCESS

A breach of the Standards of Conduct constitutes 'misconduct' for the purposes of the Act and may be referred to an arbiter for determination. The process for internal arbitration is prescribed by Part 6 of the Act and r 11 of the Regulations.

An allegation that the Standards of Conduct have been breached by a Councillor can be made by:

- a) Council, by resolution;
- b) a Councillor; or
- c) a group of Councillors.

Where an allegation is made by Council or by a group of Councillors, a single Councillor must be nominated to act as the representative of Council or the group of Councillors (as the case may be) in the internal resolution process. Only that Councillor will be entitled to participate in the internal resolution process.

When an allegation of a breach of the Standards of Conduct is made, the Councillors who are party to the allegation undertake to use their best endeavours to resolve it in a courteous and respectful manner without recourse to formal processes under the Act. This may involve an adaptation of the process set out in Part 4 of this Code (including but not limited to a facilitated discussion). If, after these endeavours have been exhausted, the allegation remains unresolved, either or both of the Councillors may have recourse to any or all of the internal resolution processes set out in this Code.

5.14.1 The Application

An application alleging a breach of the Standards of Conduct must:

- a) include the:
 - i) name of the Councillor alleged to have breached the Standards of Conduct;
 - ii) clause(s) of the Standards of Conduct that the Councillor is alleged to have breached;
 - iii) particular misconduct, or behaviour, that the Councillor is alleged to have engaged in that resulted in the breach; and
 - iv) phase of the internal resolution process being pursued by the Councillor making the allegation at the first instance; and
- b) be submitted to the CCO for:
 - i) action, if the application seeks engagement in the first or second phase of the internal resolution process; or
 - ii) referral to the Principal Councillor Conduct Registrar, if the application seeks a formal internal arbitration process.



If an application received by the CCO does not meet the requirements of this Part 5, the CCO will return it to the Councillor submitting it with a brief statement of the ways in which the application is deficient.

A Councillor may revise and resubmit to the CCO a deficient application, provided that the Councillor submits the revised application no later than 3 months after the alleged breach of the Standards of Conduct occurred (see s 143(3) of the Act).

5.24.2 Internal Arbitration

On receiving an application from a Councillor which meets the requirements of this Part 5 and which seeks an internal arbitration process, or on escalating an application where a facilitated discussion and/or mediation has not been completed or has not resolved the allegation, the CCO will:

- a) refer the application to the Principal Councillor Conduct Registrar;
- b) notify the Councillors involved in the application of the referral;
- c) notify the CEO of the referral (for the CEO's information only);
- d) await advice from the Principal Councillor Conduct Registrar about the application; and
- e) take such steps as are necessary to give effect to the Principal Councillor Conduct Registrar's advice, in accordance with any instructions received.

Councillors recognise that an application for internal arbitration for an allegation of a breach of the Standards of Conduct will only be accepted by the Principal Councillor Conduct Registrar, and an arbiter will only be appointed, if the Principal Councillor Conduct Registrar is satisfied that:

- f) the application is not frivolous, vexatious, misconceived or lacking in substance; and
- g) there is sufficient evidence to support an allegation of a breach of the Councillor Code of Conduct.

It is for the Councillor or Councillors submitting an application to ensure that the application meets these requirements.

If the Principal Councillor Conduct Registrar is satisfied that an application for internal arbitration should be accepted, the Principal Councillor Conduct Registrar will appoint an arbiter from a panel list compiled by the Secretary to the Department of Jobs, Precincts and Regions.

In conducting an arbitration the arbiter must:

- h) ensure that the parties involved are given an opportunity to be heard;
- i) ensure that a Councillor who is a party does not have a right to representation, unless the arbiter considers that representation is necessary to ensure that the process is conducted fairly;



- j) conduct the hearing with as little formality and technicality as the proper consideration of the matter permits; and
- k) ensure that the hearing is not open to the public.

Additionally, in conducting an arbitration the arbiter:

- l) may hear each party to the matter in person or solely by written or electronic means of communication;
- m) is not bound by the rules of evidence and may be informed in any manner the arbiter sees fit;
- n) may at any time discontinue the hearing if the arbiter considers that the:
 - i) application is vexatious, misconceived, frivolous or lacking in substance; or
 - ii) Councillor making the application, or representing the group of Councillors making the application, has not responded, or has responded inadequately, to a request for further information.

If, at the completion of the internal arbitration process, the arbiter determines that a Councillor has breached the Standards of Conduct, the arbiter may make a finding of misconduct against the Councillor and impose any one or more of the following sanctions:

- o) direct the Councillor to make an apology;
- p) suspend the Councillor from the office of Councillor for a period specified by the arbiter (not exceeding one month);
- q) direct that the Councillor be removed from any position where the Councillor represents Council for the period determined by the arbiter;
- r) direct that the Councillor is removed from being the chair of a delegated committee for the period determined by the arbiter; and/or
- s) direct a Councillor to attend or undergo training or counselling specified by the arbiter.

The arbiter must provide a written copy of the arbiter's findings and statement of reasons to:

- t) Council;
- u) the applicant(s) and the respondent; and
- v) the Principal Councillor Conduct Registrar.

A copy of the arbiter's decision and statement of reasons must be tabled at the next Council meeting after the arbiter's findings and statement of reasons are provided. If the arbiter's decision and statement of reasons contain any confidential information, the confidential information must be redacted before it is tabled



Councillors recognise that a failure to participate in and comply with the internal arbitration process or a direction given to the Councillor by an arbiter is 'serious misconduct' for the purposes of the Act. Allegations of 'serious misconduct' are heard by a Councillor Conduct Panel.

5.34.3 Responsibility of Councillors

It is the responsibility of a Councillor or Councillors submitting an application to prepare the application, including by identifying and collating the evidence which supports it.

While members of Council staff may provide some administrative support, that support will not extend to assisting Councillors with the preparation of the substance of an application.

Executive Summary**12.10 Destination Event Attraction Program - Round 2 Recommendations**

Enquiries: (Tammy Ryan: Customer Innovation and Arts)

Council Plan

Level 1:	5. Thriving Economy
Level 2:	5.3 Strengthen Frankston City as a destination for events and creative arts industries

Purpose

To seek approval to provide financial and in-kind support to recommended events for Round 2 of the Destination Event Attraction Program.

Recommendation (Director Customer Innovation and Arts)

That Council:

1. Endorses the recommended funding and in-kind support for the successful event/s in Round 2 of the Destination Event Attraction Program, to a total value of \$118,688;
2. Authorises the public release of the business name/s only of the successful grant recipient/s at the conclusion of this Council Meeting; and
3. Resolves that Attachment A (Destination Event Attraction Program – Round 2 - Successful Recommendations and Outcomes) Attachment B (Destination Event Attraction Program – Round 2 – Unsuccessful) and Attachment C (Destination Event Attraction Program – Scorecard) remain confidential indefinitely, on the grounds that they include private commercial information, being information provided by a business, commercial or financial undertaking that (i) relates to trade secrets; or (ii) if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage (Local Government Act 2020, s3(1)(g)). These grounds apply because the information is commercial information and would, if released, compromise Council's ability to obtain similar detailed information from tender applicants in the future.

Key Points / Issues

- At the 31 January 2022 Council Meeting, Council resolved to refer \$250,000 to the annual budget process to develop a Destination Events Funding Program (DEAP) to attract high quality events to build the city's reputation as a creative events destination.
- At the 25 July 2022 Council Meeting, Council resolved to endorse the Assessment Panel's recommendation to support five events in Round 1 with grants to the total value of \$155,000.
- One supported event withdrew from the program in mid-August leaving \$115,000 available for allocation in Round 2.
- Submissions for Round 2 of the DEAP opened on 25 May and closed 8 August 2022; this Round specifically targeted events proposed for post January 2023 to balance the calendar and grow off-peak activation.
- Eight applications were received, requesting over \$1.1 million of financial contributions from Council in addition to in-kind support.

12.10 Destination Event Attraction Program - Round 2 Recommendations**Executive Summary**

- The Assessment Panel is recommending Council provide cash funding to the value of \$90,000 and in-kind support to the value of \$28,688 in Round 2 of the Program.
- This allocation of funding for 2023-2024 has not been exhausted, therefore, another round may be provided.

Financial Impact

There are financial costs, however, these costs can be accommodated within existing budgets.

Council allocated \$250,000 to the Arts and Culture operational budget for the development and delivery of the DEAP.

Following the award of Round 1 grants to four events (following the withdrawal of one event), \$115,000 is available to be awarded.

In Round 2, it is recommended that funding of \$90,000 is allocated across the recommended event/s, supplemented by in-kind support to the value of \$28,688. This in-kind support includes loss of income from waived site fees, marketing support and event management advice and guidance.

The total value of both the cash funding and in-kind support recommended for Round 2 of the DEAP is \$118,688 (Attachment A: Destination Event Attraction Program – Round 2 - Successful Recommendations and Outcomes).

Consultation**1. External Stakeholders**

235 event organisers, suppliers and promoters were directly notified of the call for submissions. In addition, the program was widely promoted across both Council's corporate and Arts and Culture channels, including event, arts and culture industry platforms and forums, via paid and organic social media campaigns and in industry and public e-newsletters.

2. Other Stakeholders

The development of the DEAP was prioritised by the Destination Working Group that includes three Councillors, CEO, Director Culture Innovation and Arts and Manager, Arts and Culture.

The Assessment Panel consisted of Officers from Events, Programming, Arts and Culture Management plus Tourism and Campaign Marketing; in addition to a community representative from the Frankston Arts Advisory Committee. Each member was selected based on their relevant skills, experience and professional focus on events, arts and culture as a driver for destination development.

Council's Coordinator Events provided expert advice to the panel specifically in relation to the appropriateness of proposed event locations, applicant capability and calendar cohesion.

Analysis (Environmental / Economic / Social Implications)

Events are a significant driver of visitation to Frankston City. While the City has a robust calendar of existing events the DEAP gives the city a competitive edge to attract additional events which support the City's objective to build its positioning and reputation as a creative events destination.

12.10 Destination Event Attraction Program - Round 2 Recommendations**Executive Summary**

Three tiers of funding are available through the Program, determined by the event's projected attendance numbers, profile and reach, economic impact, community and business engagement and viability.

The event/s recommended for support in Round 2 are expected to attract over 30,000 attendees, contribute significantly to the local economy and create a number of employment opportunities.

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

All applications to remain commercial in-confidence.

Policy Impacts

The Destination Event Attraction Program Guidelines provide the framework for the eligibility and assessment of the applications, there is no direct link to a specific Council policy.

Officer's Declaration of Interests

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

Risk Mitigation

The DEAP supports Council objectives to position the City as a creative events destination by attracting high profile, dynamic and transformative events across the year.

The competitive tender and procurement process ensures funding is equitably distributed to eliminate unsolicited and ad-hoc funding applications.

Council risks damage to its reputation if the events supported are not delivered safely and successfully, therefore, the capacity and competence of the event organisers is a key component to the assessment criteria.

To mitigate potential risks further, delivery standards are included in each contract prior to the awarding of funds. Furthermore, event organisers are advised of and supported to navigate all statutory permit and approval obligations to mitigate any barriers to the successful delivery of the event.

The Assessment Panel have evaluated the capability; knowledge and event management experience of the applicants to ensure they can adequately deliver the event proposed. Each applicant will be responsible for the successful development and delivery of the events as well as managing and mitigating the risks of their event.

Conclusion

The Destination Event Attraction Program is a core strategic program to support Council's objective to position and build the city's reputation as a creative destination for arts, culture and events.

It is recommended that Council provide support in the form of cash funding to the total value of \$90,000 and in-kind support to the value of \$28,688 to the applicant/s recommended in Round 2.

12.10 Destination Event Attraction Program - Round 2 Recommendations**Executive Summary**

ATTACHMENTS

- Attachment A: Destination Event Attraction Program - Round 2 -
Recommendations - Successful.pdf - **CONFIDENTIAL**
- Attachment B: Destination Event Attraction Program - Round 2 -
Unsuccessful.pdf - **CONFIDENTIAL**
- Attachment C: Destination Attraction Program - Assessment Scorecard -
CONFIDENTIAL

**12.10 Destination Event Attraction Program - Round 2 Recommendations
Officers' Assessment****Background**

At the 31 January 2022 Council Meeting, Council resolved to refer \$250,000 to the annual budget process to develop a new destination event partnership program; the Destination Event Attraction Program (DEAP).

The DEAP aims to attract high profile, unique and vibrant events which position and build the city's reputation as a Creative Events Destination, are likely to result in perception transformation, attract new audiences and provide long-term reputational benefits to the City.

The key objectives of the DEAP are to partner with event organisers which will:

- Position and build Frankston's reputation as a creative events destination
- Deliver high calibre events
- Enhance civic pride, transform perceptions and stimulate imaginations
- Present unique experiences which drive visitation and create social media worthy moments
- Achieve significant media attention and reach
- Embrace bold ideas and creative ambition
- Celebrate culture diversity, inclusion and accessibility
- Showcase the city's lifestyle and cultural assets
- Expose and attract new audiences to Frankston City
- Drive economic and branding benefits to the local economy.

Applicants are able to submit for one of three funding tiers:

Tier 1 events include:

- High calibre events which position and build Frankston's reputation as a Creative Events Destination; and
- Unique experiences that transform perceptions, achieve significant media attention and drive economic and branding benefits through the attraction of new audiences.

Tier 2 events include:

- High calibre events which contribute to positioning Frankston as a Creative Events Destination; and
- Bold ideas that stimulate imaginations, celebrate the city's lifestyle and generate significant positive media attention to transform perceptions and attract new audiences

Tier 3 events include:

- Events which stimulate imaginations, celebrate the city's lifestyle and cultural diversity and generate positive local media attention to enhance civic pride.

Round 2 applications opened on 31 March 2022 and closed 23 May 2022, extended from 8 May following feedback from industry regarding conflicting time constraints.

Upon release, the DEAP was emailed directly to 243 event management companies and suppliers, advertised on event industry websites, promoted in event industry

**12.10 Destination Event Attraction Program - Round 2 Recommendations
Officers' Assessment**

forums, including in electronic communications from across Council and advertised via both paid and organic posts on social media.

Ten applications were received by the Round 1 close date.

Issues and Discussion

The Destination Event Attraction Program has been specifically developed to position and build the city's reputation as a creative destination for arts, culture and events.

The Assessment Panel followed a rigorous process to evaluate each application against the DEAP objectives and relevant Tier selection criteria (Attachment C - Confidential).

The events recommended by the panel most successfully addressed the program criteria, demonstrating:

- how the event would support Frankston's positioning and reputation as a Creative Events Destination;
- that the applicant had the capability, capacity, experience and skill to develop and deliver the event;
- the event's viability including the presentation of a realistic and fair budget with diverse revenue streams; and
- a concept which would attract new audiences to raise the city's profile and change perceptions to drive visitation.

The remaining events that were not recommended by the Panel will be given feedback; guided to alternative funding programs; or provided options to elevate the proposal presented for subsequent and alternate funding programs (Attachment B – Confidential).

Options Available including Financial Implications

This report recommends awarding funding to the total value of \$90,000 in cash funding in Round 2 to be supplemented by in-kind support to the value of \$28,688.

In-kind support includes loss of potential income from waived site fees, marketing support and event management advice and guidance.

The total value of both the cash funding and in-kind support recommended for Round 2 of the DEAP is \$118,688

The DEAP is funded within the Arts and Culture operational budget. No additional funding is required.

There are no financial implications associated with the report.

Executive Summary**12.11 Belvedere Precinct Local Area Traffic Management Study**

Enquiries: (Doug Dickins: Infrastructure and Operations)

Council Plan

Community Outcome:	4. Well Planned and Liveable City
Strategy:	4.2 Improve connectivity and movement and provide transport choices to the community, including walking trails and bike paths
Priority Action	1.1.6 Ensure community infrastructure and services match community need

Purpose

To brief Council on the outcome of the Belvedere Precinct Local Area Traffic Management Study and seek Council endorsement for the Belvedere Precinct Local Area Traffic Management Plan.

Recommendation (Director Infrastructure and Operations)

That Council:

1. Adopts the recommended Local Area Traffic Management Plan for the Belvedere Precinct as detailed in the report Belvedere Precinct Local Area Traffic Management Study 2022;
2. Notes funding of \$744,000 is currently allocated in the 2023/2024 adopted Long Term Infrastructure Plan to design and implement the treatments in the Local Area Traffic Management Plan;
3. Notes the extensive community consultation which occurred within Belvedere Precinct throughout this study since January 2022;
4. Notes further ongoing consultation with residents and property owners directly abutting the proposed traffic treatments will occur during the design and implementation stages of the project;
5. Continues to promote the use of Crime Stoppers as an effective tool to reduce incidents of irresponsible and anti-social driving behaviour in the precinct; and
6. Notes monitoring traffic speeds and behaviour will continue for a period of 12 months after implementation of Belvedere Precinct Local Area Traffic Management Plan.

Key Points / Issues

- As part of Frankston City Council's Local Area Traffic Management (LATM) Strategy, Belvedere Precinct LATM Study was carried out in 2022. This project is part of a rolling program of LATM studies, where at least one LATM precinct is studied each financial year.
- Belvedere Precinct (bounded by Maple Street to the north, Peninsula Link and Frankston-Dandenong Road to the east, Seaford Road to the south, and Brunel Road to the west) has been the subject of concern by local residents regarding traffic and road safety, with the majority of concerns relating to high vehicle speeds, high traffic volumes (rat-running issues), parking and the safety of pedestrian and bicycle riders.
- Traffic engineering consultant, SALT Pty Ltd (SALT), was commissioned in November 2021 to assist Council in developing a LATM Plan aimed at addressing traffic and road safety concerns in the Belvedere Precinct.

12.11 Belvedere Precinct Local Area Traffic Management Study**Executive Summary**

- The study included comprehensive community and stakeholder engagement with the aim of producing an LATM plan led by the community. Residents and owners of properties within the precinct were consulted in February 2022 through an initial survey, and through a virtual public community meeting at the start of the study to seek out their traffic concerns. A second survey was distributed in June 2022 to seek their views on a draft LATM Plan. In addition, a Resident Traffic Committee was formed following the initial meeting including residents who expressed an interest to participate. This group assisted in steering the outcomes of the study and ensuring the recommended LATM Plan adequately addresses the needs of the community.
- The Belvedere Precinct LATM Study was separated into three distinguishable phases: Phase 1: investigating existing conditions, Phase 2: development of draft LATM Plan, Phase 3: development of final LATM Plan. A report for each phase has been produced with titles 'Existing Conditions Report – Belvedere Precinct', 'Draft LATM Plan – Belvedere Precinct' and 'Final LATM Plan – Belvedere Precinct'. These reports can be found in Attachment A, Attachment B and Attachment C respectively.
- The Belvedere Precinct's Final LATM Plan has been developed to address road safety concerns identified through technical investigations, and raised by the community. Attachment D shows the Final LATM Plan.
- Department of Transport (DoT, formerly Public Transport Victoria), the public bus service provider and emergency services (Country Fire Authority, Victoria Police and Ambulance Victoria) were requested to provide feedback on the draft LATM Plan.
 - DoT responded with a list of acceptable types of traffic calming devices for bus routes, and general support for the treatments.
 - Correspondence was received from Carrum Downs Fire Brigade informing that Maple Street is CFA's primary area of response, and therefore would prefer minimal obstructions so response time is not greatly impacted.
 - Correspondence was received from Ventura (bus service operator) highlighting various bus routes operating within the study area and a few notes to consider in the LATM plan.
 - No other responses were received from the authorities consulted.
- Consultation carried out included the three local schools within the precinct (Belvedere Park Primary School, St Anne's Primary School and Seaford Park Primary School).
- Key features of the Belvedere Precinct LATM Plan include the following treatments:
 - Austin Road: Converting the existing road safety platform at 173 Austin Road to a wombat crossing;
 - Belvedere Road: Converting the existing school crossing at 29 Belvedere Road to a raised school crossing;
 - Brunel Road: Install 'Watch for Bicycles' signs;
 - Centenary Street: Constructing 5 speed humps at 8, 2, 40, 61 and 78 Centenary Street;

12.11 Belvedere Precinct Local Area Traffic Management Study**Executive Summary**

- East Road: Restricting parking along the insides of bends at 117, 122-124 and 136-140 East Road;
 - Frankston-Dandenong Road Service Road (shopping strip): Constructing speed hump and advisory signage at exit to Mountain View Crescent;
 - Henry Crescent: Constructing a speed hump at 27 Henry Crescent;
 - Maple Street: Constructing 3 raised safety platforms at 11, 22 Maple Street and McBride Crescent intersection;
 - Ti-Tree Crescent: Constructing 4 speed humps at 13, 21, 31 and 45 Ti-Tree Crescent, and converting the existing flat-top speed hump at 160 Ti-Tree Crescent to a raised safety platform; and
 - Wicklow Street: Converting the existing flat-top speed hump at 20 Wicklow Street to a raised safety platform, and constructing a speed hump at 2 Wicklow Street.
- The cost of the treatments in the Implementation Plan is estimated at \$553,400. This figure is subject to further refining during the design stage of some treatments. Attachment E provides details of the implementation plan for the proposed works.
 - The recommended measures are expected to improve both traffic safety and amenity as well as reduce crash likelihood in the Belvedere Precinct, however should be complemented with enforcement and education. Information provided to Crime Stoppers is particularly effective in identifying and responding to irresponsible and anti-social driving behaviour.

Financial Impact

The preliminary cost estimate of the recommended traffic treatments in the Belvedere Precinct LATM Plan amount to \$553,400. These estimates will be refined through the design and implementation phases.

Funding of \$744,000 is currently allocated in the 2023/24 adopted Long Term Infrastructure Plan to design and implement the treatments in the Local Area Traffic Management Plan.

Consultation**1. External Stakeholders**

Consultation with the local community plays a major role in the identification of key issues, and is a useful source of local knowledge. To make community engagement easier and effective, the study had a dedicated community engagement page on Council's Engage Frankston! interactive digital engagement platform. This platform allowed the community to engage the project team online, complete survey questionnaires online, and facilitated virtual meetings and drop in sessions.

The study included consultation with the local community by community circulars, virtual public meetings and a Resident Traffic Committee. The Resident Traffic Committee (RTC) comprised of 12 community volunteers, together with Council officers and traffic engineering consultants. Not all 12 community volunteers attended every RTC meeting.

A community circular, which included a questionnaire survey, was distributed to all properties and property owners (approximately 2,100 circulars) within the study area in February 2022. This included approximately 1,750 residential properties and 25

12.11 Belvedere Precinct Local Area Traffic Management Study**Executive Summary**

commercial properties. The circular advised of the LATM study and an upcoming virtual public meeting held in late-February 2022. A total of 140 responses were received to the survey questionnaire, representing a response rate of about 6.67%. The typical rate for a self-completion questionnaire around metropolitan Melbourne is usually in the order of 5-10%. Further to this, there was feedback provided through the online interactive map as well, with a total of 59 responses.

The final circular containing the proposed draft LATM Plan was mailed to all residents, their property owners as well as the commercial properties within the study area in June 2022 seeking feedback on the proposed treatments. This information was also available on the study's Engage Frankston! page. A total of 152 survey responses were received, representing a response rate of about 7.2%, and there were 39 contributors who provided input through the online interactive map.

The overall results show a high level of support for the LATM proposals within the local community, with the support for each of the treatments ranging from 62% to 85%. A further assessment of responses was done to take into account the input from the directly impacted residents who live on the street of the proposed treatments.

The proposed treatments which received the lowest level of support were the speed humps in Maple Street. This received a support rate of 62% from the general community and only 20% from residents of Maple Street who would be most directly affected. The raised crossings on Maple Street received a higher level of support at 78% from the local community and 41% from Maple Street residents.

The proposed speed humps on Centenary Street also had one of the lowest level of support from the general community at 63%, however residents of Centenary Street had a much higher level of support at 89%.

Based on the community consultation results, discussions between SALT and Council officers and further investigations undertaken, the following adjustments were made to the LATM Plan:

- Removal of the majority of speed humps on Maple Street except for the two raised safety platforms;
- Addition of a third raised safety platform on Maple Street, vicinity of the intersection with McBride Crescent; and
- Removal of the raised roundabouts on Centenary Street (at Henry Crescent and Ti-Tree crescent).

Department of Transport (DoT, formerly Public Transport Victoria), the public bus service provider and emergency services (Country Fire Authority, Victoria Police and Ambulance Victoria) were requested to provide feedback on the draft LATM Plan. DoT responded with a list of acceptable types of traffic calming devices for bus routes, and general support for the treatments. Correspondence was received from Carrum Downs Fire Brigade informing that Maple Street is CFA's primary area of response, and therefore would prefer minimal obstructions so response time is not greatly impacted. Correspondence was received from Ventura (bus service operator) highlighting various bus routes operating within the study area and a few notes to consider in the LATM plan. No other responses were received from the authorities consulted.

12.11 Belvedere Precinct Local Area Traffic Management Study**Executive Summary****2. Other Stakeholders**

Internal stakeholders were consulted throughout the study as required, including the Traffic Engineering team and Capital Works Delivery department.

Internal stakeholders will be consulted during the implementation phase of the Plan on particular issues, for example, related to parking and drainage.

Analysis (Environmental / Economic / Social Implications)

Implementing the proposed LATM Plan aims to decrease the crash incidents making the roads a safer environment for the community.

Slowing of motor vehicle traffic and improved safety is expected to improve amenity in the precinct and encourage a greater number of people to walk and cycle, thus improving social interaction and health.

The slowing of traffic is also expected to reduce vehicle emissions, but will result in some additional noise at speed humps. Further lighting will be required at some locations, for example, to illuminate speed humps, but adverse effects can be mitigated through careful site selection.

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

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

Legal

Not applicable.

Policy Impacts

Council is obligated under the Road Management Act 2004 to manage Council's road network in a manner that ensures its efficiency and safety of road users.

Council's Integrated Transport Strategy 2013 – Action 8-2 is to Develop a Local Area Traffic Management (LATM) 20 year program, including implementing LATM projects.

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 risk of crashes within the precinct is lowered once the LATM Plan is implemented, thus making the roads a safer environment for motorists, cyclists and pedestrians.

Council has previously supported implementing LATM projects within the municipality, however it is important to implement the recommended actions in a timely manner to ensure the consultation and project delivery are as seamless as practicable.

Extensive consultation with the community and other stakeholders have been carried out to ensure that the risk of objection to the LATM Plan is reduced.

Conclusion

It is recommended that Council adopts the Belvedere Precinct Local Area Traffic Management Study for implementation.

12.11 Belvedere Precinct Local Area Traffic Management Study**Executive Summary****ATTACHMENTS**

- Attachment A: [↓](#) Existing Conditions Report - Belvedere Precinct LATM Study 2022 - SALT
- Attachment B: [↓](#) Draft LATM Plan Report - Belvedere Precinct LATM Study 2022 - SALT
- Attachment C: [↓](#) Final LATM Plan Report - Belvedere Precinct LATM Study 2022 - SALT
- Attachment D: [↓](#) Final LATM Plan - Belvedere Precinct LATM Study
- Attachment E: [↓](#) Implementation Plan and Cost Estimates - Belvedere Precinct LATM Study



EXISTING CONDITIONS REPORT

BELVEDERE PRECINCT

LOCAL AREA TRAFFIC MANAGEMENT STUDY



EXISTING CONDITIONS REPORT BELVEDERE PRECINCT

Client: Frankston City Council

Report Reference: 21480T

File Path: Y:\2021\21480T - Frankston LATM\08 Reports\Existing Conditions Report\21480TREP02D01 - Existing Conditions Report.docx

Friday, April 22, 2022

Document Control

Version:	Prepared By:	Position:	Date:	Reviewed By:	Position:	Date:
D01	Claudia Goodliffe	Traffic Engineer	19 April 2022	Jarrod Wicks	Associate Director	21 April 2022

© Sustainable Transport Surveys Pty Ltd All Rights Reserved. Copyright in the whole and every part of this document belongs to Sustainable Transport Surveys Pty Ltd and may not be used, sold, transferred, copied or reproduced in whole or in part in any manner or form or in or on any media to any person without the prior written consent of Sustainable Transport Surveys Pty Ltd.

This document is produced by Sustainable Transport Surveys for the benefits and use by the client in accordance with the terms of engagement. Sustainable Transport Surveys does not and shall not assume any responsibility or liability whatsoever to any third party arising out of any use or reliance by any third party on the content of this document.

MELBOURNE Level 3, 51 Queen Street Melbourne VIC 3000
+61 3 9020 4225

SYDNEY Level 17, 40 Mount Street North Sydney NSW 2060
+61 2 8415 9781

HOBART Level 4, 116 Bathurst Street Hobart TAS 7000
+61 400 535 634

CANBERRA 45 West Row Canberra ACT 2601
+61 2 8415 9781

www.salt3.com.au

TRAFFIC ENGINEERS / WASTE ENGINEERS / TRANSPORT PLANNERS / ROAD SAFETY AUDITORS



CONTENTS

1	INTRODUCTION	2
1.1	STUDY AREA	2
2	STUDY METHODOLOGY	3
2.1	BACKGROUND INFORMATION	3
2.1.1	Frankston Paths Development Plan	3
2.1.2	Frankston Integrated Transport Strategy	3
2.2	COMMUNITY CONSULTATION	3
2.3	SITE INVESTIGATION	4
3	EXISTING CONDITIONS	4
3.1	LAND USE	4
3.2	ROAD NETWORK HIERARCHY	5
3.3	SUSTAINABLE TRANSPORT	7
3.3.1	PUBLIC BUS ROUTES	7
3.3.2	PEDESTRIAN CONNECTIONS	8
3.3.3	BICYCLE CONNECTIONS	8
3.4	EXISTING TRAFFIC MANAGEMENT	9
3.5	EXISTING TRAFFIC DATA	10
3.6	RAT RUNNING	12
3.7	CRASH HISTORY	14
4	KEY ISSUES IDENTIFIED	15
4.1	COMMUNITY INPUT	15
4.1.1	ENGAGE FRANKSTON! - ONLINE INTERACTIVE SURVEY	15
4.1.2	ONLINE SURVEY RESPONSE	16
4.1.3	SURVEY FORM	17
4.1.4	SUMMARY OF KEY ISSUES	17
4.2	ENGINEERING INVESTIGATIONS	18
4.2.1	TRAFFIC SPEED AND IRRESPONSIBLE DRIVING	18
4.2.2	PARKING ISSUES	19
4.2.3	PEDESTRIAN SAFETY	19
4.2.4	CYCLING SAFETY/FACILITIES	19
5	CONCLUSION	20



LIST OF FIGURES

Figure 1	Study area shown on Nearmap aerial photography.....	2
Figure 2	Planning Scheme Land Use Zones.....	5
Figure 3	Road hierarchy within precinct.....	7
Figure 4	Existing Public Transport Routes.....	8
Figure 5	Walking and Cycling Tracks.....	9
Figure 6	Map of existing LATM treatments within the study area.....	10
Figure 7	Results from Engage Frankston interactive survey.....	16

LIST OF TABLES

Table 1	Frankston City Council Road Hierarchy Definitions.....	5
Table 2	Summary of existing Council traffic data.....	11
Table 3	Comparison of road 85 th percentile speeds to speed limit.....	12
Table 4	AM and PM peak volumes.....	12
Table 5	Crash statistics summary.....	15
Table 6	Crash History by DCA Type in the Study Area.....	15



1 INTRODUCTION

SALT has been engaged by Frankston City Council to undertake a Local Area Traffic Management (LATM) study for the Belvedere Precinct in Seaford.

The following report outlines a summary of available data to establish the existing traffic and land use conditions within the study area. The data includes an assessment of traffic volume and speed surveys, road crash information and existing traffic management devices used throughout the area. Community input, including responses collated using Engage Frankston! and a letter drop survey, has been obtained to provide background and context.

The existing conditions assessment will provide the basis for identifying and quantifying, where possible, traffic problems within the study area and prioritising areas or locations for treatment.

In the course of preparing this assessment, the subject area and its environs have been inspected, relevant traffic data collected and analysed and background documents reviewed.

1.1 STUDY AREA

The study area is the Belvedere precinct located in Seaford, bound by Maple Street to the north, Peninsular Link and Frankston-Dandenong Road to the east, Seaford Road to the south, and Brunel Road to the west.

The extent of the study area is generally shown in Figure 1.



Figure 1 Study area shown on Nearmap aerial photography



2 STUDY METHODOLOGY

A LATM study is a formal method of addressing traffic, pedestrian and cyclist related issues within the local streets of the study area, whilst reflecting the requirements and expectations of the local community. This has been achieved through a process of extensive existing conditions review and community consultation undertaken by SALT and Frankston City Council.

The key tasks carried out to determine the existing issues, concerns and opportunities within the study area are outlined below (discussed further in the following sections):

- A review of relevant background information;
- Consultation with the community and relevant stakeholders;
- On-site investigations and familiarisation of the area; and
- Data collection and collation including, but not limited to, volume, speed and crash data.

2.1 BACKGROUND INFORMATION

The background documents and information relevant to this LATM study are outlined in the following sections.

2.1.1 FRANKSTON PATHS DEVELOPMENT PLAN

The Frankston Paths Development Plan (PDP) was updated in 2020 and aims to assist Council in identifying and prioritising paths projects to program, fund and complete Frankston's pathway network.

The PDP includes longer length paths in roads and streets, minor paths in roads and streets, and paths located in off-road reserves, such as in parks and nature reserves.

The PDP provides a list of prioritised potential pathway projects for delivery. Within the Belvedere Precinct, the following locations have been identified as priority paths for development:

- Brunel Road from Seaford Road to the western end of Belvedere Road (minor path in roads and streets);
- Austin Reserve from Henry Crescent to East Road (paths in reserves); and
- East Seaford Reserve from the end of Belvedere Road to the south of Austin Road (paths in reserves).

2.1.2 FRANKSTON INTEGRATED TRANSPORT STRATEGY

Frankston's Integrated Transport Strategy was adopted by Council in April 2013. The transport strategy aims to increase the efficiency and effectiveness of the Frankston transport network to move people and goods via all modes of transport. The Strategy has the following desirable outcomes:

- Decrease traffic congestion;
- Improve environmental sustainability;
- Lower transport costs;
- Increase social connections;
- Increase productivity for freight; and
- Improve liveability.

2.2 COMMUNITY CONSULTATION

A key part of the development of the LATM Plan is engaging the local community to seek views and inputs, and assist with the identification of opportunities and priorities. Consultation with the community is an invaluable way of sourcing local knowledge and plays a major role in the LATM process. Without consultation, any scheme is unlikely to gain community acceptance and may not address residents' and/or business operators' concerns.

Accordingly, the views of all residents living or working within the study area were sought through various forms of consultation to ensure a thorough engagement process. To date, the community has been consulted regarding existing issues and concerns in the study area. The community will also be consulted in future stages of the LATM study to consider proposed LATM measures.



This initial stage has involved obtaining feedback from the community on what it considers to be the key traffic and transport issues in the study area. The community was kept informed and engaged through the development of the LATM Plan via the following communication measures:

- A questionnaire survey conducted via an online community engagement tool and physical copies submitted by residents;
- Community consultation meetings held throughout the process;
- Advice from council officers from previous meetings with community members; and
- Correspondence from local community groups.

The feedback received from all of these measures has been used to inform the development of the Draft LATM Plan.

2.3 SITE INVESTIGATION

A site visit was carried out which reviewed all roads within the study area. The site visit was undertaken to obtain an overall 'feel' for the local road network, and to identify where traffic issues/conflicts may occur.

A site inventory and photographic survey was carried out on each street during the site visit, to assist in formulating the traffic management opportunities and recommendations. Considering the identified areas of localised issues based on the initial community consultation, the site visit observed the following:

- Environments which are conducive to high speeds;
- Streets that experience high traffic volumes;
- Illegal traffic movement / behaviour;
- Facilities for pedestrians and cyclists;
- The traffic composition (cars, commercial vehicles);
- Intersection configurations and safety; and
- Land use composition.

3 EXISTING CONDITIONS

The following section provides a summary of available data used to establish the existing traffic and land use conditions within the study area.

The data includes road crash information and existing traffic management measures. In addition, community responses have been collated and analysed to identify locations within the study area with existing traffic management issues.

The existing conditions data will provide the basis for identifying and quantifying, where possible, traffic problems in the study area and prioritising areas or locations for treatment.

3.1 LAND USE

The study area is predominantly general residential in nature, with some public park & recreation, public use and commercial zoned areas as shown in the Planning Scheme Zone map in **Figure 2**.



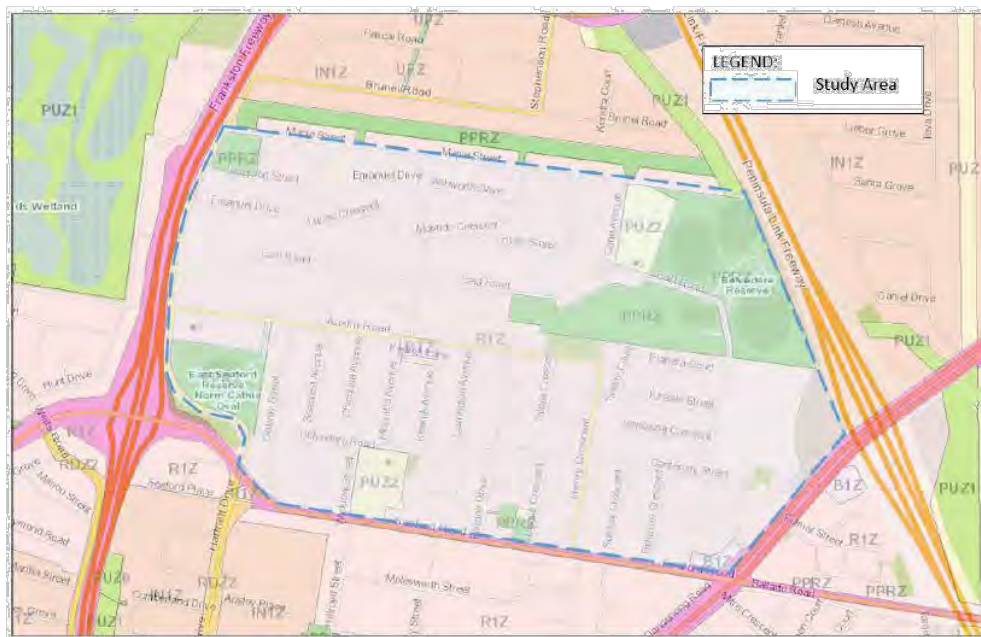


Figure 2 Planning Scheme Land Use Zones

3.2 ROAD NETWORK HIERARCHY

All roads under Council's jurisdiction are classified into a hierarchy, which is outlined in the RMP. The road network hierarchy establishes a framework for the different types of roads within the municipal road network to be categorised and attain distinct order and characteristics in relation to each other. The hierarchy takes into account the road's specific function, types of users and user numbers.

Council's hierarchy classification is divided into nine road categories. Table 1 summarises Council's road hierarchy classification as presented in the RMP.

Table 1 Frankston City Council Road Hierarchy Definitions

Road Hierarchy Classification	Desired Function / Description	Desirable Two Way AADT
Major Roads	<ul style="list-style-type: none"> Act as through traffic routes; Connect to the VicRoads arterial road network; Complement the VicRoads arterial road network by efficiently and safely channelling traffic through the municipality; Carry traffic between major commercial, industrial and residential areas; High to moderate use by heavy vehicles; and Bus routes may be provided on these roads. 	5,000 – 10,000
Collector Roads	<ul style="list-style-type: none"> Concentrate locally generated traffic to an outlet; 	< 6,000



EXISTING CONDITIONS REPORT BELVEDERE PRECINCT
EXISTING CONDITIONS

Road Hierarchy Classification	Desired Function / Description	Desirable Two Way AADT
	<ul style="list-style-type: none"> Provide safe and efficient connection to commercial and residential areas from Major Roads, or directly from the VicRoads arterial network; Provide direct access to the local road network; Not intended to act as a through traffic routes; Carry local traffic to shops, schools, commercial districts, hospitals, sporting and other local facilities; May provide access to abutting properties; Moderate to low use by heavy vehicles; and Bus routes may be provided on these roads. 	
Industrial Roads	<ul style="list-style-type: none"> Provide access to local light industries concentrated in small areas within the municipality; Abutting properties are primarily industrial; High to moderate use by heavy vehicles; and Bus routes may be provided on these roads. 	< 6,000
Local Access Roads	<ul style="list-style-type: none"> Provide safe access to abutting properties (primarily residential); Low speed environment; and Bus routes may be provided on these roads. 	< 2,000
Laneway / Right of Way	<ul style="list-style-type: none"> Provide access primarily for abutting properties; Property access generally limited to the rear or side of properties; Land may contain drainage easements; Abutting property is often commercial or residential; and Often used for the delivery of goods to commercial sites. 	Variable
Fire Tracks	<ul style="list-style-type: none"> Provide access for fire authority vehicles only. 	N/A
Key Central Activity Area (CAA) Roads	<ul style="list-style-type: none"> Provide access to, from and within the designated Central Activity Area; Includes shared use areas with restricted vehicle access; and Public amenity and aesthetic aspects of these roads take priority over speed and ease of movement of vehicles. 	Variable
Service Roads	<ul style="list-style-type: none"> Roads, which run parallel to VicRoads arterial roads in order to provide access from an arterial road to the municipal road network and abutting properties. 	< 6,000
Unsealed Roads	<ul style="list-style-type: none"> These roads have gravel/crushed rock surface. They may function as Major, Collector or Local Access road; Following formal construction of a sealed pavement, these roads will be re-classified into the appropriate class in accordance with their functional, physical and traffic characteristics. 	< 1,000

The study area comprises major roads, collector roads, and local access roads.

Figure 3 shows the major and collector road within the area, all other street are local access roads.



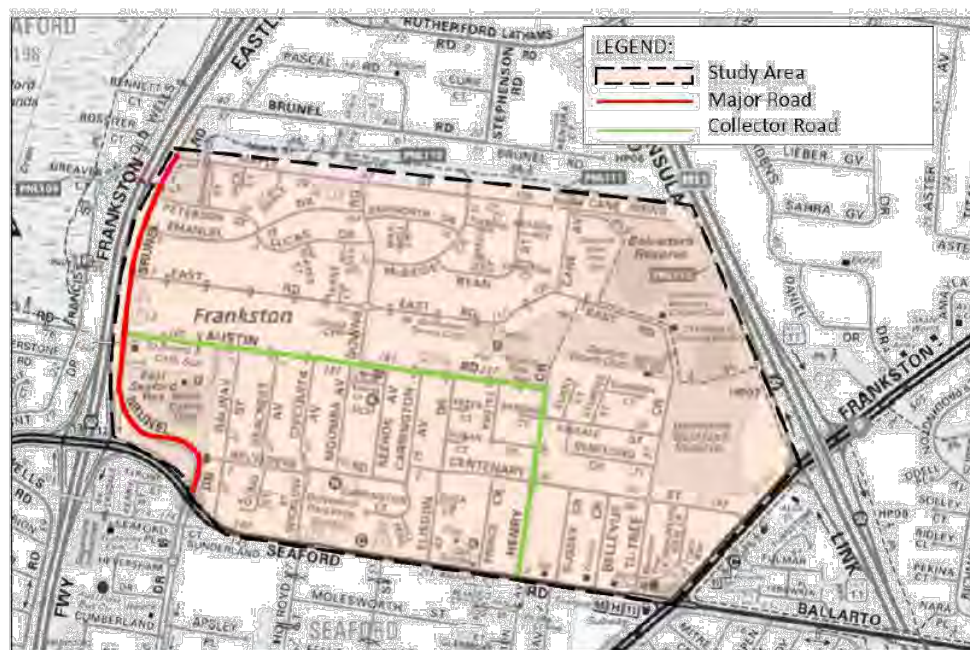


Figure 3 Road hierarchy within precinct

It is noted that Centenary Street, from Henry Street to Frankston-Dandenong Road, carries the highest volume of traffic within the study area and operates more akin to a Collector Road than as a Local Access Street.

3.3 SUSTAINABLE TRANSPORT

3.3.1 PUBLIC BUS ROUTES

Bus routes 778 and 779 operate on streets within the study area. The locations of these routes are shown in Figure 4.

Bus route 779 operates between Frankston and Belvedere via Kananook. The service operates on Brunel Road, Maple Street, Downs Road, Austin Road, Henry Court and Seaford Road within the Study Area.

Bus route 778 operates between Kananook and Carrum Downs via Lathams Road. The service operates on Brunel Road within the Study Area.

Furthermore, bus routes 760 and 901 run on Seaford Road and Frankston Dandenong Road respectively, on the boundary of the Study Area.

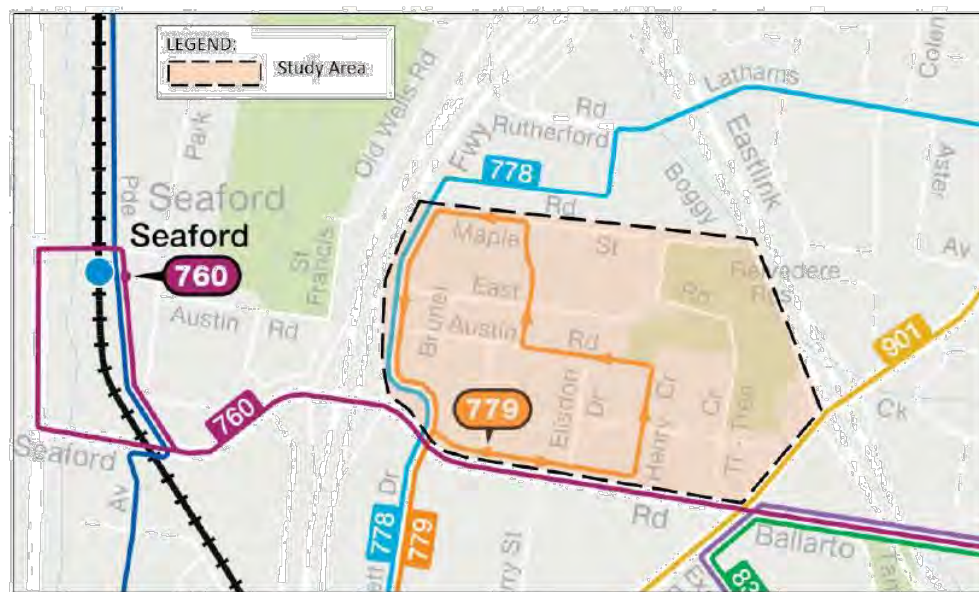


Figure 4 Existing Public Transport Routes

3.3.2 PEDESTRIAN CONNECTIONS

Pedestrian connections are provided throughout the study area, with footpaths provided on both sides of the roads within the study area.

Furthermore, walking paths are provided within the parks and reserves, including the Peninsula Link Trail running through the precinct (see Figure 5).

3.3.3 BICYCLE CONNECTIONS

Cyclists in the precinct generally rely on the network of local streets to travel through the area.

In addition, Peninsula Link Trail runs through the area from Brunel Road, through Maple Street park, along Belvedere Reserve to Frankston Dandenong Road where it continues further south, connecting to the greater cycling network. (see Figure 5).



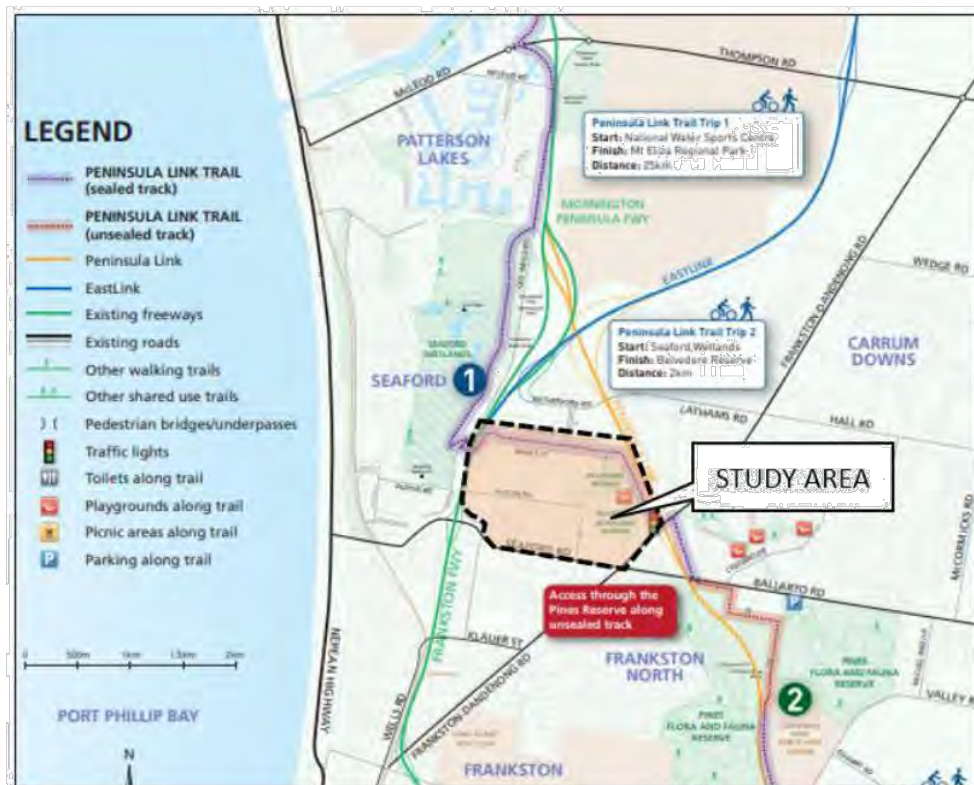


Figure 5 Walking and Cycling Tracks

3.4 EXISTING TRAFFIC MANAGEMENT

Existing traffic management devices have previously been implemented in the local area by Council and have generally been installed at isolated sites or on a street-by-street basis.

Key traffic management treatments in the area include:

Roundabouts located at the following intersections:

- East Road / Downs Road;
- Henry Crescent / Centenary Street; and
- Ti-Tree Crescent / Centenary Street.

Speed Humps located on the following streets:

- East Road (9);
- Ti-Tree Crescent;
- Centenary Street (2);
- Austin Road (8); and
- Galway Street (3).

Splitter Islands located at the following intersections:

- Downs Road / Maple Street;
- Downs Road / Austin Road;
- Cane Avenue / East Road;
- Austin Road / Henry Crescent;
- Chicquita Avenue / Belvedere Road;
- Wicklow Street / Belvedere Road;
- Wicklow Street / Seaford Road;
- Ti-Tree Crescent / Seaford Road; and
- Centenary Street / Frankston Dandenong Road.

Modified T-Intersection located at the intersection of:

- Maple Street / Ryan Street.

Road Narrowing treatments at the following location:

- Cane Avenue.

Threshold Treatment at the following intersection:

- Maple Street / Ryan Street.

Wombat Crossing treatments at the following locations:

- East Road at Seaford Park Primary School; and
- Austin Road at St Anne's Primary School.

The existing LATM devices implemented throughout the study area are shown on a diagram in Figure 6.

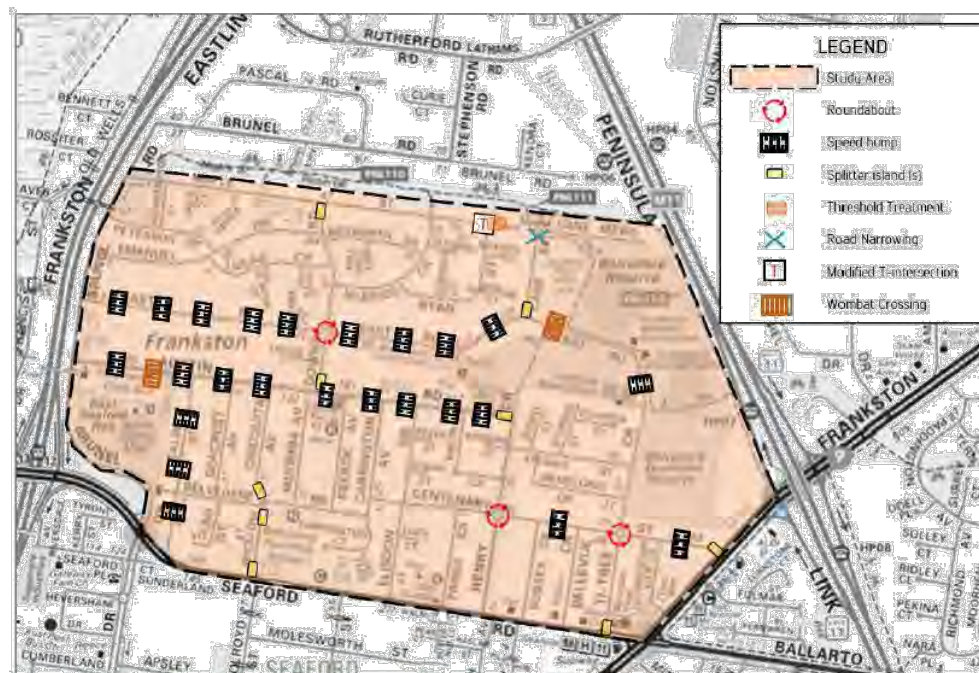


Figure 6 Map of existing LATM treatments within the study area

3.5 EXISTING TRAFFIC DATA

Existing available traffic data from previous studies conducted by Frankston City Council has been collated. This is presented in Table 2.

The surveys included speed, volumes and the proportion of heavy vehicles:

- Total weekday average volume;
- 85th percentile speed; and
- Percentage of heavy vehicles.



Table 2 Summary of existing Council traffic data

Street	Location	Year	Weekday Average Volume (veh)	Heavy Vehicle %	85 th Percentile Speed (km/h)
Carrington Avenue	No. 12	2016	816	17	49.8
Centenary Street	No. 82	2015	3699	25	55.4
Centenary Street	No. 84	2014	3526	4.5	55.9
Chicquita Avenue	No. 15	2016	511	1.6	48.9
Downs Road	Outside No. 22	2013	1068	6.4	46.8
East Road	Outside No. 113	2011	995	27	49.3
Elisdon Drive	Outside No. 33	2012	823	2.8	53.6
Emanuel Drive	Outside No. 41	2011	290	47	53.6
Galway Street	No. 15	2016	296	3.4	48.5
Kinsale Street	Outside No. 18	2011	290	2.5	53.6
Maple Street	Outside No. 44	2011	576	11	55.1
Mcbride Crescent	Outside No. 21	2011	158	47	48.2
Moomba Avenue	No. 13	2014	476	2.1	45.4
Moomba Avenue	Outside No. 13	2014	476	2.3	45.4
Moomba Avenue	Outside No. 11	2011	440	2.9	46.1
Prince Crescent	Outside No. 12	2011	415	2.3	51.8
Sussex Crescent	Outside No. 12	2011	340	5.3	54.0
Ti-Tree Crescent	Outside No. 39	2011	1560	3.1	52.9
Ti-Tree Crescent	Outside No. 8	2009	1550	3.7	50.0

It is noted that the general speed limit for most of the streets in the study area that are part of the municipal road network is 50 km/h.

Further to the above traffic volume and speed data, tube count surveys were undertaken at various locations throughout the study area in order to gather more recent and relevant data.

The tube counts were undertaken between Sunday 27 March 2022 and Sunday 3 April 2022.

The key results are summarised in Table 3, with comparison to the speed limit.



Table 3 Comparison of road 85th percentile speeds to speed limit

Location	Weekday Average Volume (veh)	Heavy Vehicle %	Speed Limit (km/hr)	85 th Percentile Speed (km/h)
Downs Road, between East Road and McBride Crescent	1106	7.8	50	44.5
Centenary Street, between Elisdon Drive and Henry Crescent	1589	5.1	50	50.4
Henry Crescent, between Austin Road and Kinsale Street	720	5.0	50	38.8
Maple Street, between Downs Road and McBride Crescent	524	3.2	50	51.9
Ti-Tree Crescent, between Kinsale Street and East Road	1739	6.9	50	55.1
Wicklow Street, between Seaford Road and Belvedere Road	1669	6.3	50 (40 at school times)	50.4 48.0 during school times

3.6 RAT RUNNING

Typically, the traffic volume in the peak hours represents approximately 10% of the daily volume. If this is not the case and the peak hour volume represents 15% of the AADT or greater, this is an indication that rat running is occurring in that street.

The traffic data was analysed for the weekday AM and PM peak hour traffic volumes as a percentage of the weekday daily traffic volume, as summarised in Table 4.

Table 4 AM and PM peak volumes

Location	Year	Weekday Average Volume (veh)	Weekday AM Peak Hour Volume (veh)	Weekday Peak Volume Percentage AADT (%)	AM as % of	Weekday PM Peak Hour Volume (veh)	Weekday Peak Volume Percentage AADT (%)	PM as % of
Wicklow Street	2022	1669	159	9.5		157	9.4	
Carrington Avenue	2016	816	64	7.8		68	8.3	
Centenary Street	2022	1589	162	10.2		173	10.9	
Centenary Street	2015	3699	340	9.2		326	8.8	



EXISTING CONDITIONS REPORT BELVEDERE PRECINCT
EXISTING CONDITIONS

Location	Year	Weekday Average Volume (veh)	Weekday AM Peak Hour Volume (veh)	Weekday Peak Volume Percentage AADT (%)	AM as of	Weekday PM Peak Hour Volume (veh)	Weekday Peak Volume Percentage AADT (%)	PM as of
Centenary Street	2014	3526	979	27.7		1189	33.7	
Chicquita Avenue	2016	511	46	9.0		41	8.0	
Downs Road	2022	1106	89	8.0		122	11.0	
Downs Road	2013	1068	71	6.6		95	8.9	
East Road	2011	995	94	9.4		103	10.4	
Elisdon Drive	2012	823	64	7.8		111	13.5	
Emanuel Drive	2011	290	19	6.6		27	9.3	
Galway Street	2016	296	31	10.5		32	10.8	
Henry Crescent	2022	720	69	9.6		91	12.6	
Kinsale Street	2011	290	26	9.0		26	9.0	
Maple Street	2022	524	38	7.3		51	9.7	
Maple Street	2011	576	35	6.1		60	10.4	
Mcbride Crescent	2011	158	10	6.3		15	9.5	
Moomba Avenue	2014	476	42	8.8		40	8.4	
Moomba Avenue	2014	476	42	8.8		40	8.4	
Moomba Avenue	2011	440	48	10.9		36	8.2	



EXISTING CONDITIONS REPORT BELVEDERE PRECINCT

Location	Year	Weekday Average Volume (veh)	Weekday Peak Hour Volume (veh)	Weekday Peak Volume as Percentage of AADT (%)	Weekday PM Peak Hour Volume (veh)	Weekday PM Peak Volume as Percentage of AADT (%)
Prince Crescent	2011	415	35	8.4	73	17.6
Sussex Crescent	2011	340	23	6.8	43	12.6
Ti-Tree Crescent	2022	1739	154	8.9	195	11.2
Ti-Tree Crescent	2011	1560	187	12.0	177	11.3
Ti-Tree Crescent	2009	1550	101	6.5	171	11.0

From Table 4, it can be seen that rat running was likely an issue on Centenary Road in 2014, the AM peak hour volume represented 27.7% of the AADT and the PM peak hour volume represented 33.7% of the AADT. This seems to have reduced over time, with peak hour volumes aligning more closely with the typical 10% of AADT.

Rat running is also indicated in Prince Crescent during the PM peak hour with the volume representing 17.6% of the daily volume. This is expected due to the direct connection is provided between Centenary Street and Seaford Road. It is noted that this data is from 2011 so may not be an accurate representation of current conditions.

The remaining traffic volume data does not indicate major rat-running problems for those streets. The majority of the peak hour volumes represent approximately 10% of the daily traffic volumes.

3.7 CRASH HISTORY

An assessment of the crash history for the study area was undertaken by analysing crash data for the past five calendar years obtained from the VicRoads Road Crash Information database. The database contains all reported casualty crashes, which include the categories of Fatal, Serious Injury and Other Injury crashes. Non-injury or property-damage only crashes are not included in this database.

The categories of crash severity are defined as follows:

- **Fatal Injury** – one or more persons are killed in the crash, or die within 30 days from injuries sustained in the crash;
- **Serious Injury** – one or more persons are admitted to hospital as a result of injuries sustained in the crash; and
- **Other Injury** – one or more persons are given medical treatment for injuries sustained in the crash.

The crash data is used to identify 'hot spots' and provide particular attention to these locations in the development of the LATM. The crashes within the study area (not including arterial roads on the perimeter of the study area) which encompass the most recent five-year period, are shown in Table 5.



Table 5 Crash statistics summary

Severity	Total No.	Locations
Fatal	–	–
Serious Injury	2	East Road, Shops Carpark
Other Injury	5	Austin Road/Brunel Road, Chicquita Avenue (2), Belvedere Road/Carrington Avenue, Centenary Street

Definitions for Classifying Accidents (DCA's) are used to describe crash types by indicating the initial movement of vehicles (and/or pedestrians) involved in a crash. The details of the crash history within the study area by DCA type are summarised in Table 6.

Table 6 Crash History by DCA Type in the Study Area

DCA By Crash Types	Fatal	Serious Injury	Other Injury	Total (%)
Pedestrian On Foot (101-109)	–	1	1	29%
Off Path on Straight (170-179)	–	1	1	29%
Vehicles from Adjacent Directions (Intersections Only) (110-119)	–	–	2	29%
Vehicles from Same Direction	–	–	1	14%
TOTAL	–	2	5	100%

The data indicates that there are no significant crash trends, and nothing to indicate a major concern at any one location or in general.

4 KEY ISSUES IDENTIFIED

4.1 COMMUNITY INPUT

Community input was collected via an online interactive map and a questionnaire survey form. Some residents contributed using both methods of information collection. There was a total of 69 community contributors to the project.

The following summarises the traffic issues identified through consultation with the local community as part of this study.

4.1.1 ENGAGE FRANKSTON! – ONLINE INTERACTIVE SURVEY

The local community was invited to comment on traffic issues within the LATM study area using an online interactive map located at: <https://engagefrankston.vic.gov.au/belvedere-precinct-LATM/belvedere-traffic-map>.

The interactive map invited users to provide feedback on traffic related issues within their neighbourhood. There were seven categories available, and users could place pins relating to the different categories and provide comment at a location where they were aware of any existing issues. Overall, a total of 59 responses were received. It is noted that some pins may relate to the same issue (i.e. congestion along a street may have a number of pins dropped at different locations).



The seven pins available to place, and the quantity of each pin, were as follows:

- Traffic speed (8);
- Traffic volume (16);
- Truck traffic (0);
- Parking issues (6);
- Pedestrian safety (17);
- Bicycle safety (6);
- Hooning (4);

4.12 ONLINE SURVEY RESPONSE

The location of the comments made throughout the study area are shown in Figure 7.

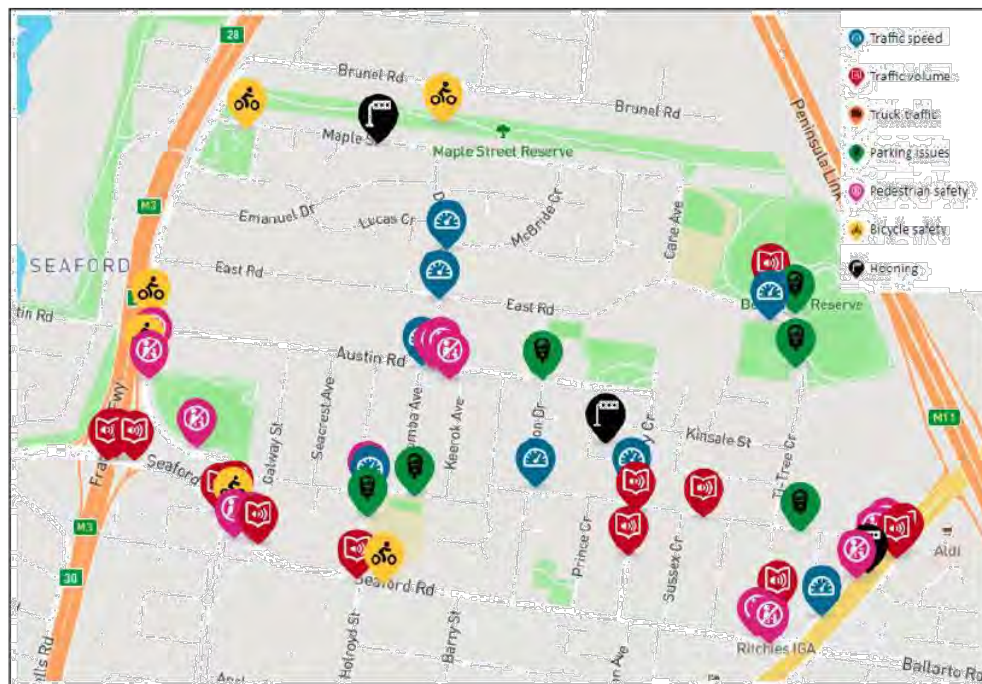


Figure 7 Results from Engage Frankston interactive survey

The responses are indicative of the traffic issues in the area that are at the forefront of the community's attention. The most common issues raised by residents relate to:

- **Pedestrian safety:** lack of pedestrian crossings and footpaths;
- **Traffic volumes:** busy/dangerous intersections, rat running;
- **Traffic Speed:** particularly along Downs Road, Chiquita Avenue, Centenary Street;
- **Bicycle safety:** gaps in bike lanes, unsafe crossings; and
- **Parking issues:** insufficient parking near Belvedere Reserve, unsafe on-street parking.



4.1.3 SURVEY FORM

In addition to the online interactive survey, a questionnaire form was sent out to the local community. This allowed residents to comment on any observed traffic related issues in their street and the greater precinct. The same seven categories were specified, with residents able to indicate if they have observed any issue and the severity of the issue (minor or major).

A total of 140 questionnaire forms were received.

4.1.4 SUMMARY OF KEY ISSUES

The key and/or repeated observations made by the respondents to the online interactive survey and letter survey responses are outlined as follows, according to the street each comment related to:

Austin Road

- Lack of pedestrian crossing near the shops, the speed hump is mistaken as pedestrian crossing;
- Vehicles speeding, especially motorbikes and scooters;
- Vehicles parking on both sides of the street and opposite intersection with Elision Drive causing access issues for through traffic;
- Vehicles parking near school cause access issues for residents;

Belvedere Road

- Complex and wide radius turn at intersection with Wicklow Street / Chicquita Avenue;
- Dangerous parking, ignoring parking restrictions;

Brunel Road

- Unsafe pedestrian conditions, unpaved footpath and lack of lighting across bridge;
- Gaps in bicycle lane when shared with parking, undersized bike lane;
- Long queues due to those turning right onto Seaford Road;

Centenary Street

- Traffic noise due to the speed humps;
- Unsafe pedestrian crossing at intersection with Henry Crescent;
- Vehicles speeding / hooning, especially at Elision Drive end;
- Vehicles parking on both sides of the street, causing access issues for through traffic;
- Rat running to avoid Seaford Road / Frankston-Dandenong intersection;

Downs Road

- Vehicles speeding and not stopping at roundabouts;

East Road

- Many cars parking along the narrow road and near roundabouts during events at Belvedere Reserve, causing access problems;
- Hooning and burnouts at night;
- Drivers use other roads to avoid the speed humps on East Road;

Henry Crescent

- Rat running to avoid Seaford Road / Frankston-Dandenong intersection;
- Vehicles speeding and hooning, especially near Austin Road;

Maple Street

- Speeding and hooning;
- No crossing / connection for bike trail across the road;

Mountainview Crescent

- Complex intersection with shops service road adjacent to Frankston-Dandenong Road;
- Difficult to see oncoming traffic especially with overgrown shrubs, accident prone area



Ti Tree Crescent

- Insufficient parking at Belvedere Reserve especially during events causing congestion;
- Existing speed humps are too narrow and difficult/uncomfortable to drive over;
- High volumes of trucks accessing the Seaford Road shops;
- Insufficient pedestrian crossing to the Reserve, especially around the bend where vehicles often speed;
- Speeding and hooning, especially at night;

Wicklow Street

- Vehicles speeding from Chicquita Avenue to Wicklow Street in close proximity to school;
- Difficult to turn left out onto Seaford Road.

4.2 ENGINEERING INVESTIGATIONS

Investigation of traffic issues raised by the local community and review of existing traffic and accident data identified a number of issues to be considered in the development of the LATM. The following sections discuss relevant categories.

4.2.1 TRAFFIC SPEED AND IRRESPONSIBLE DRIVING

Traffic speeds and irresponsible driving was raised as a concern for multiple streets within the study area. The following sections discuss streets identified to have speeding issues and 'hooning' behaviour, and a description of the issues identified at each location.

Downs Road

Downs Road is a Local Access Road with a relatively wide carriageway width. The majority of the road has a straight alignment and low parking demands. This environment is conducive to speeding.

There were 2 resident comments regarding the issue of speeding on Downs Road and indication that vehicles often do not stop at the roundabout with East Road.

The tube count surveys undertaken on Downs Road, between East Road and Henry Crescent did not show speeding to be a major problem, with the 85th percentile recorded speed being 44.5km/hr, less than the speed limit of 50km/hr.

Centenary Street

Centenary Street is a Local Access Road with a long and relatively straight carriageway. Some traffic calming measures are in place including roundabouts and speed humps, however residents reported speeding issues especially at the western end around Elisdon Drive.

The tube count undertaken on Centenary Street near Elisdon Drive, showed speeding to be a minor issue in this location. The 85th percentile speed was recorded to be just over the 50km/hr speed limit, at 50.4km/hr.

Henry Crescent

Henry Crescent is a Collector Road with a wide carriageway width and relatively low parking demand. It is a long and straight road with generally flat terrain, making it conducive to speeding.

The tube count survey on Henry Crescent between Austin Road and Kinsale Street did not show speeding to be an issue, with a recorded 85th percentile speed of 38.8km/hr, well below the speed limit of 50km/hr. However, it is noted that this count was carried out near the intersection with Austin Road (where concerns were specifically raised), and speeds are likely to be higher further south.

Maple Street

Maple Street is a Local Access Road with a wide carriageway and straight alignment. This environment is conducive to speeding. Speeding was reported as an issue by a few residents.

The tube count survey confirms the residents concern, with an 85th percentile speed of 51.9km/hr being recorded along Maple Street, where the speed limit is 50km/hr.



Ti-Tree Crescent

Ti-Tree Crescent is a Local Access Road with a long and fairly straight alignment, making it conducive to speeding. The tube count surveys undertaken between East Road and Kinsale Steet confirm speeding to be an issue, with an 85th percentile speed of 55.1km/hr recorded where the speed limit is 50km/hr.

Wicklow Street

Wicklow Street is a Local Access Road with a relatively straight alignment. Speeding is problematic in this area due to the proximity of Belvedere Park Primary School and the complex arrangement of the intersections between Wicklow Street / Belvedere Road / Chicquita Avenue.

Tube counts undertaken between Seaford Road and Belvedere Road show a minor level of speeding to occur, with an 85th percentile speed just over the 50km/hr speed limit, at 50.4km/hr.

During school times, the speed limit is reduced to 40km/hr and the 85th percentile speed is 48.0km/hr, indicating that speeding is especially an issue during school times.

4.2.2 PARKING ISSUES

Parking was raised as an issue in a few streets within the study area. This was mainly to do with parked vehicles causing accessibility issues for through traffic and a lack of parking availability.

In particular, East Road was identified to have parking issues, especially during events at Belvedere Reserve when overflow parking occurs on both sides of East Road, making it difficult for through vehicles to pass. East Road provides indented and unrestricted parking on both sides, in the vicinity of Belvedere Reserve and Seaford Park Primary School. In addition, a continuous centre line runs along East Road where it curves, meaning that parking cannot occur on-street in these sections.

Similar issues were raised for Austin Road and Centenary Street, with parking on both sides of the street causing accessibility issues and delays to through traffic.

4.2.3 PEDESTRIAN SAFETY

Pedestrian safety was raised a few times throughout the community consultation process, generally regarding lack of safe crossing opportunities. In particular, pedestrian safety near the shops on Austin Road was raised as a concern. There is currently no pedestrian crossing in this location, with the speed hump being mistaken as a raised pedestrian crossing, causing confusion regarding priorities between vehicles and pedestrians.

Footpaths are provided along all streets in the study area, so pedestrians are generally well connected throughout the area.

4.2.4 CYCLING SAFETY/FACILITIES

A few contributions were made in regard to cycling infrastructure within the study area. In particular, it was raised that there is lack of connection of the Peninsula Link Trail on either side of Maple Street. This leads to cyclists having to stop and wait for vehicles on Maple Street.



5 CONCLUSION

The objective of this study is to prepare a Local Area Traffic Management (LATM) Plan for the Belvedere Precinct study area. The LATM Plan will address the main traffic issues in the area and reflect the requirements and expectations of the local community.

In this stage the existing conditions of the study area, including the issues raised by the community, have been assessed. This stage required consultation with the local community to identify local traffic issues and possible improvements, in conjunction with engineering investigations undertaken by SALT.

The key issues identified in the study generally relate to traffic concerns such as parking, intersection operation, speeding and hooning and pedestrian safety. Specifically, some of the key issues identified are:

- Speeding and hooning is prevalent throughout the area;
- Some intersections are complex and dangerous;
- On-street parking causes accessibility issues for through traffic
- There is a significant lack of footpath provision; and
- There is a significant lack of safety provision for cyclists.

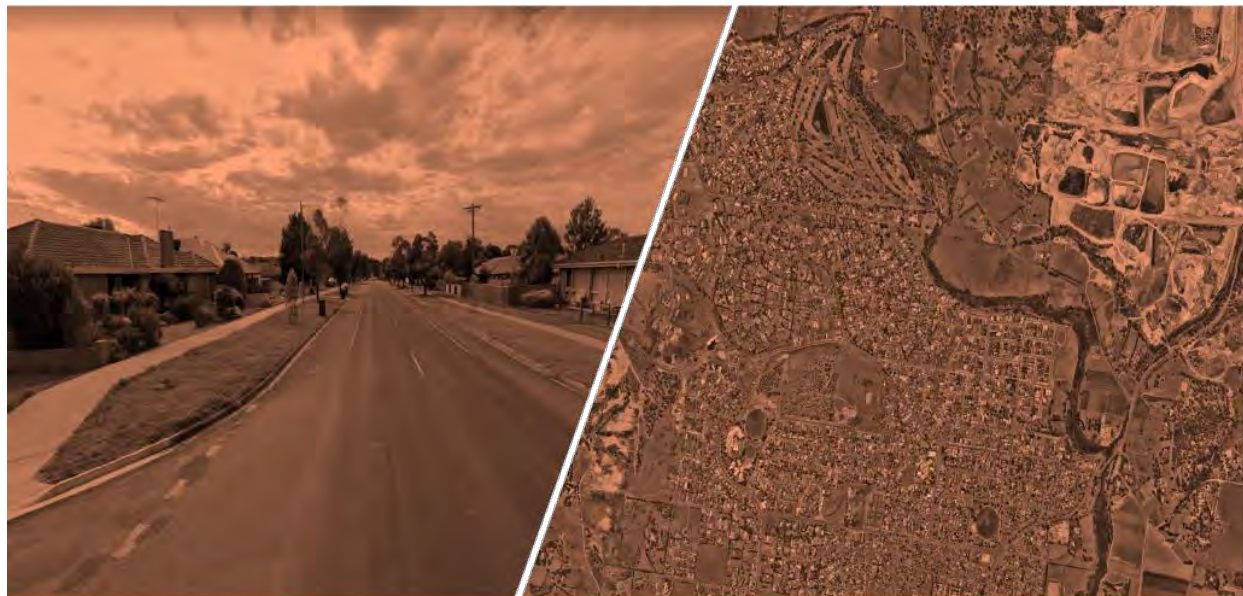
Recommendations to addresses these issues include but are not limited to the following:

- Investigate appropriate locations for LATM implementations, such as roundabouts, speed humps, road narrowings, etc;
- For locations where LATM is inappropriate, explore possibilities of other measures such as speed cameras, active warning signs, other signage and linemarkings, etc;
- Monitor and regulate heavy traffic on arterial and local roads in the study area;
- Investigate to install footpaths and crossings, prioritise locations by foot traffic;
- Improve cycling facilities in the study area; and
- Reinforce safety around children's crossings.



This page is intentionally left blank





Service. Approachability. Loyalty. Transparency.



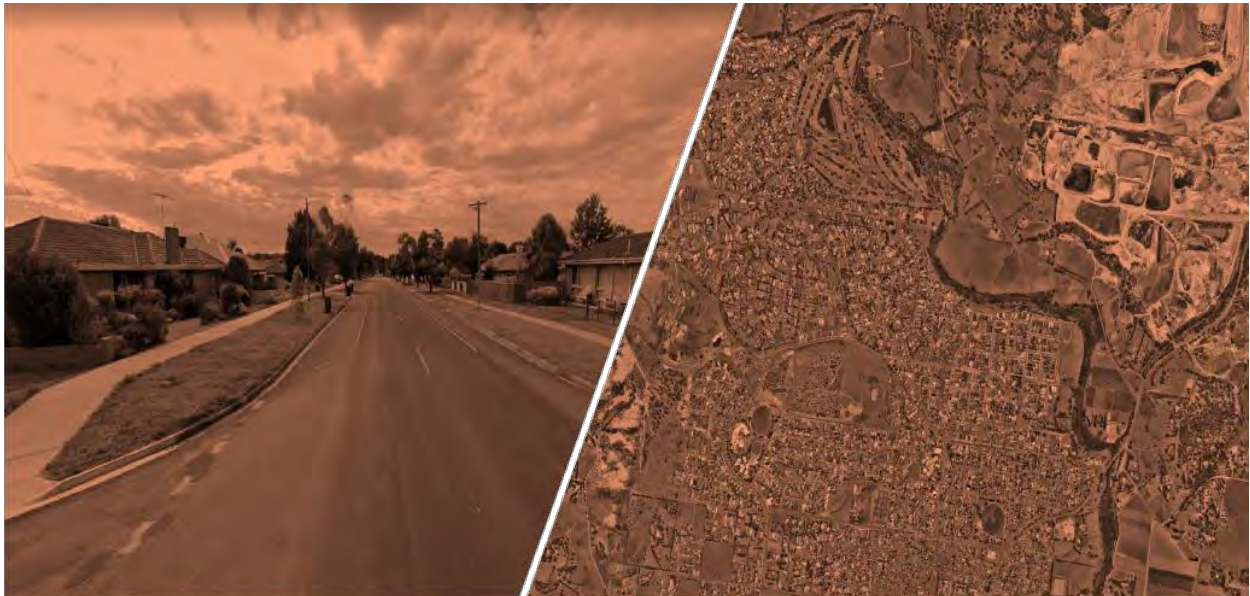
MELBOURNE Level 3/51 Queen Street, Melbourne VIC 3000
+61 3 9020 4225

SYDNEY Level 17/40 Mount Street, North Sydney NSW 2060
+61 2 8415 9781

HOBART Level 4/116 Bathurst Street, Hobart TAS 7000
+61 400 535 634

www.salt3.com.au

TRAFFIC ENGINEERS / WASTE ENGINEERS / TRANSPORT PLANNERS / ROAD SAFETY AUDITORS



DRAFT LATM PLAN BELVEDERE PRECINCT

LOCAL AREA TRAFFIC MANAGEMENT STUDY



DRAFT LATM PLAN BELVEDERE PRECINCT

Client: Frankston City Council

Report Reference: 21480T

File Path: Y:\2021\21480T - Frankston LATM\08 Reports\Draft LATM\21480TREP03D01 - Draft LATM plan.docx

Thursday, May 26, 2022

Document Control

Version:	Prepared By:	Position:	Date:	Reviewed By:	Position:	Date:
D01	Claudia Goodliffe	Traffic Engineer	29 Apr 2022	Jarrod Wicks	Associate Director	29 Apr 2022
D02	Claudia Goodliffe	Traffic Engineer	6 May 2022	Jarrod Wicks	Associate Director	9 May 2022
D03	Claudia Goodliffe	Traffic Engineer	26 May 2022	Jarrod Wicks	Associate Director	26 May 2022

© Sustainable Transport Surveys Pty Ltd All Rights Reserved. Copyright in the whole and every part of this document belongs to Sustainable Transport Surveys Pty Ltd and may not be used, sold, transferred, copied or reproduced in whole or in part in any manner or form or in or on any media to any person without the prior written consent of Sustainable Transport Surveys Pty Ltd.

This document is produced by Sustainable Transport Surveys for the benefits and use by the client in accordance with the terms of engagement. Sustainable Transport Surveys does not and shall not assume any responsibility or liability whatsoever to any third party arising out of any use or reliance by any third party on the content of this document.

MELBOURNE Level 3, 51 Queen Street Melbourne VIC 3000
+61 3 9020 4225

SYDNEY Level 17, 40 Mount Street North Sydney NSW 2060
+61 2 8415 9781

HOBART Level 4, 116 Bathurst Street Hobart TAS 7000
+61 400 535 634

CANBERRA 45 West Row Canberra ACT 2601
+61 2 8415 9781

www.salt3.com.au

TRAFFIC ENGINEERS / WASTE ENGINEERS / TRANSPORT PLANNERS / ROAD SAFETY AUDITORS



CONTENTS

1	INTRODUCTION	2
1.1	STUDY AREA	2
1.2	EXISTING LATM MEASURES	2
2	SCOPE OF WORKS	4
2.1	OVERVIEW	4
2.2	COMPLIMENTARY PROJECTS	4
3	OVERVIEW OF POTENTIAL LATM TREATMENTS	5
3.1	CENTRE BLISTER (OR SIMILAR)	5
3.2	MODIFIED T-INTERSECTION	6
3.3	SPEED HUMP	7
3.4	WOMBAT CROSSING	8
3.5	RAISED TREATMENT	9
3.6	LEFT-IN / LEFT-OUT	11
3.7	SHARROWS	12
3.8	FULL ROAD CLOSURE	13
3.9	SURFACE TREATMENTS	14
3.10	OTHER TREATMENT OPTIONS	14
4	PROPOSED LATM MEASURES AND RECOMMENDATIONS	15
4.1	KEY ISSUES	15
4.2	ENGINEERING INVESTIGATIONS	15
4.3	OBJECTIVES	15
4.4	PLAN OF PROPOSED LATM TREATMENTS	15
4.5	DISCUSSION OF PROPOSED LATM TREATMENTS	17
4.5.1	Austin Road	17
4.5.2	Belvedere Road	17
4.5.3	Brunel Road	18
4.5.4	Centenary Street	19
4.5.5	East Road	19
4.5.6	Frankston Dandenong Service Road	20
4.5.7	Henry Crescent	21
4.5.8	Maple Street	21
4.5.9	Ti-Tree Crescent	21
4.5.10	Wicklow Street	22
APPENDIX 1	PROPOSED DRAFT LATM PLAN WITH EXISTING LATM TREATMENTS OVERLAID	23



LIST OF FIGURES

Figure 1	Study area shown on Nearmap aerial photography.....	2
Figure 2	Existing LATM measures implemented within the study area.....	3
Figure 3	Example of centre blister island (from Nearmap aerial photography).....	5
Figure 4	Example of a modified T-intersection (from Nearmap aerial photography).....	6
Figure 5	Example of a speed hump (from Nearmap aerial photography).....	7
Figure 6	Example of a wombat crossing (from Google Maps Streetview).....	8
Figure 7	Example of a raised treatment at an intersection (from Google Maps Streetview).....	9
Figure 8	Example of a raised treatment at a roundabout (from Google Maps Streetview).....	9
Figure 9	Example of a raised treatment at a pedestrian crossing point, with vehicle priority (Source: NearMap).10	
Figure 10	Example of a left-in / left-out treatment (from Nearmap aerial photography).....	11
Figure 11	Example of a sharrow treatment (from Nearmap).....	12
Figure 12	Example of a full road closure (from Google Maps Streetview).....	13
Figure 13	Example of a surface treatment (from Nearmap).....	14
Figure 14	Draft proposed LATM plan.....	16
Figure 15	Austin Road speed hump to be converted to wombat crossing (NearMap aerial imagery).....	17
Figure 16	Belvedere Road school crossing to be converted to raised crossing (NearMap aerial imagery).....	18
Figure 17	Brunel Road bike and parking lane example (Google Maps Streetview).....	19
Figure 18	Approximate locations for 'No parking' to be implemented (NearMap aerial imagery).....	20
Figure 19	View of Frankston Dandenong Service Road and Mountainview Crescent (NearMap aerial imagery).....	20
Figure 20	Speed hump on Ti-Tree Crescent to be converted to raised crossing.....	22
Figure 21	Wicklow Street school crossing to be converted to raised crossing (NearMap aerial imagery).....	22



1 INTRODUCTION

SALT has been engaged by Frankston City Council to undertake a Local Area Traffic Management (LATM) study for the Belvedere Precinct. The study will aim to identify and address traffic and road issues within the precinct.

The following report provides a draft LATM plan to address the concerns raised during the first stage of the LATM plan, also conducted by SALT, which consisted of an existing condition assessment of the study area (21480TREP01F01 – Existing Conditions Report). This assessment collated relevant background information, traffic data community consultation surveys and an on-site investigation, and should be read in conjunction with the Draft LATM plan outlined within this report.

1.1 STUDY AREA

The study area is the Belvedere precinct located in Seaford, bound by Maple Street to the north, Peninsular Link and Frankston-Dandenong Road to the east, Seaford Road to the south, and Brunel Road to the west.

The extent of the study area is generally shown in Figure 1.



Figure 1 Study area shown on Nearmap aerial photography

1.2 EXISTING LATM MEASURES

The existing traffic management devices implemented in the local area by Council are shown in Figure 2.



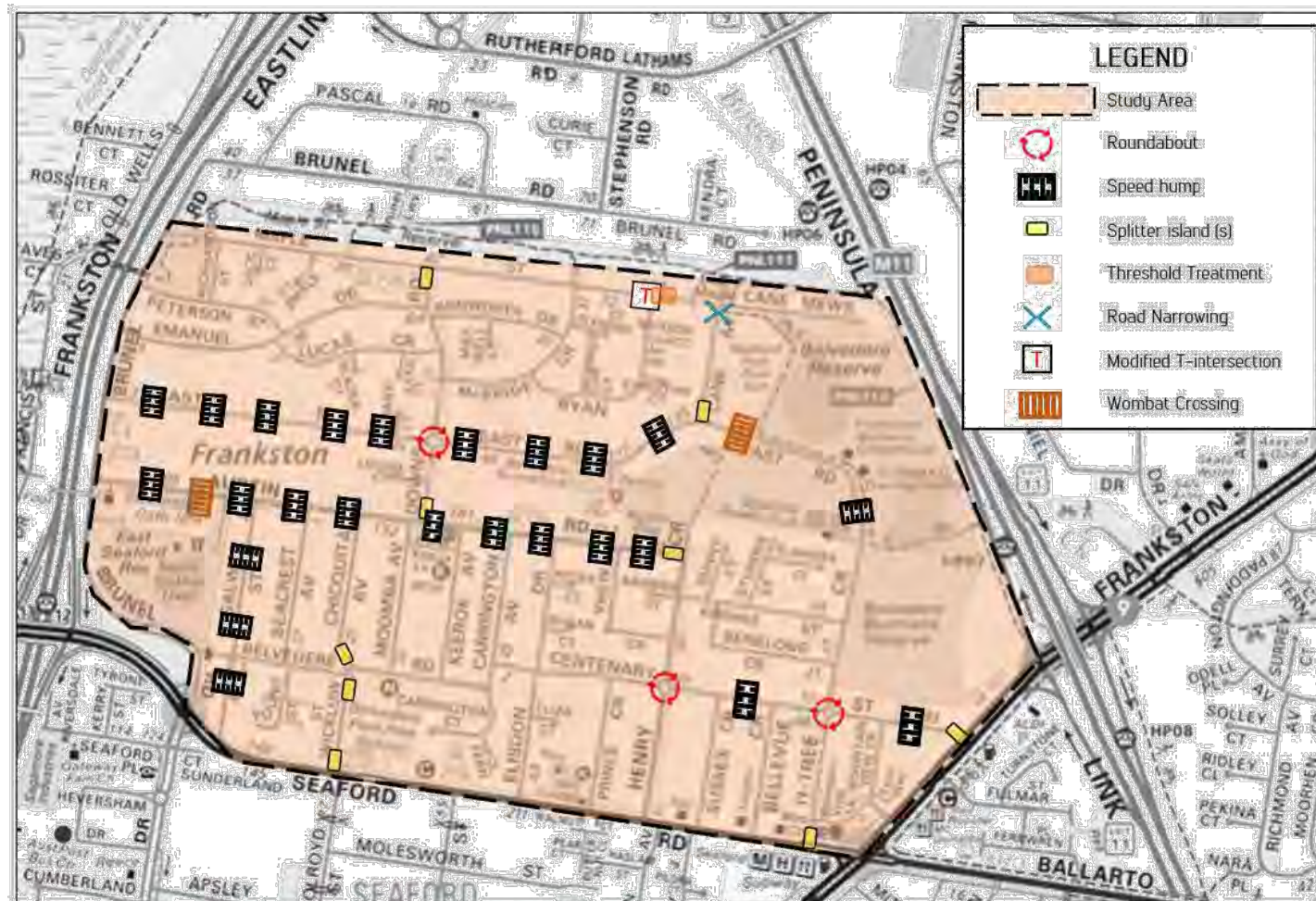


Figure 2 Existing LATM measures implemented within the study area

DRAFT LATM PLAN BELVEDERE PRECINCT
INTRODUCTION



2 SCOPE OF WORKS

2.1 OVERVIEW

The Local Area Traffic Management (LATM) measures proposed in the following sections are informed by SALT's understanding of the study area as set out within the existing conditions assessment (21480TREP02F01 – Existing Conditions Report) and the principles of the Austroads Guide to Local Area Traffic Management.

It is imperative to understand that the scope of an LATM plan cannot directly impose measures on arterial roads managed by Department of Transport (VicRoads), as any works associated with maintenance or improvements to these roads cannot be undertaken by Council. However, an LATM plan does consider these roads at all stages and endeavours to accommodate the needs of the local community wherever possible. In any case, there are no arterial roads within this LATM study area.

Similarly, although car parking issues can be highlighted by an LATM study, directly fixing parking supply issues is not the main intent of an LATM study. However, parking access can be addressed and where possible, car parking provision improvements can sometimes be made indirectly.

2.2 COMPLIMENTARY PROJECTS

SALT is aware of the following planned/approved projects in the Belvedere Precinct that may have an effect on the outcomes of this Draft LATM plan:

- Belvedere Reserve Upgrade



3 OVERVIEW OF POTENTIAL LATM TREATMENTS

In order to guide decisions concerning implementation of certain measures, it is important to have a thorough understanding of the potential treatments available to address issues throughout the study area.

The following sections comprise descriptions of several LATM treatments that are considered appropriate for the context of the Belvedere Precinct. The sections will also provide the respective advantages and disadvantages of each treatment.

It is noted that these treatments may be considered individually or in combination with one another and that on long stretches of road, it is best to implement a number of treatments to maintain the same profile throughout.

3.1 CENTRE BLISTER (OR SIMILAR)

A centre blister is a concrete island positioned at the centreline (median) of a street with a wide oval plan shape that narrows the lanes, diverts the angle of traffic flow into and out of the device and can be used to provide pedestrians with a refuge.

Figure 3 provides an example of a centre blister LATM treatment.



Figure 3 Example of centre blister island (from Nearmap aerial photography)

Advantages:

- Reduce vehicle speeds;
- Prevent drivers from overtaking others;
- Provide a refuge for pedestrians and cyclists crossing the street;
- Flexibility in design allows buses and commercial traffic to be accommodated; and
- Visually enhance the street through landscaping and reduce the 'gun barrel' effect on long straight roads.

Disadvantages:

- Prohibit or limit access and movement from driveways;
- Reduce on-street parking adjacent to the islands;
- Can create a squeeze point for cyclists if not appropriately catered for in the design;
- May require kerb and footpath realignment in narrow streets;
- Ineffective at reducing through traffic; and
- Relatively expensive to install and maintain.



3.2 MODIFIED T-INTERSECTION

Modified T-intersections are used to effect a change in the vehicle travel path, thereby slowing traffic via deflection of traffic movements and/or reassignment of priority.

Figure 4 provides an example of a modified T-intersection.



Figure 4 Example of a modified T-intersection (from Nearmap aerial photography)

Advantages:

- Control traffic movements and improve traffic flow;
- Reduce vehicle speeds at the treatment point;
- Facilitate safe pedestrian crossing;
- Remove/reduce the number of vehicle conflict points;
- Can lower vehicle speeds along the length of the street when installed in a series; and
- Can accommodate buses and heavy vehicles.

Disadvantages:

- Relatively expensive devices;
- Can create squeeze points for cyclists if not appropriately catered for in the design;
- Reduce the availability of on-street parking opportunities.



3.3 SPEED HUMP

A speed hump is a speed reduction device in the form of a raised curved profile extending across the roadway. Speed humps are typically 70mm to 120mm high, with a total length of three to four metres. This can extend to 6 metres to accommodate buses more comfortably.

Figure 5 provides an example of a speed hump.



Figure 5 Example of a speed hump (from Nearmap aerial photography)

Advantages:

- Significantly reduce vehicle speeds in the vicinity of the device;
- Can significantly reduce road crashes;
- Relatively inexpensive to install and maintain;
- Discourage through traffic;
- Regulate speeds over the entire length of a street when used in a series; and
- Can be designed to limit discomfort to cyclists.

Disadvantages:

- Traffic noise may increase just before and just after the device due to braking, acceleration and the vertical displacement of vehicles;
- Can divert traffic to nearby streets without LATM measures;
- Can be uncomfortable for vehicle passengers and cyclists; and
- May adversely affect access for buses, commercial vehicles and emergency vehicles.

3.4 WOMBAT CROSSING

Wombat crossings are generally in the form of a flat-top speed hump with a pedestrian crossing on the raised flat surface, giving priority to pedestrians. The minimum length including ramps is 6m and the desirable height of the platform is 100mm.

Figure 6 provides an example of a wombat crossing treatment.



Figure 6 Example of a wombat crossing (from Google Maps Streetview)

Advantages:

- Significantly reduce vehicle speeds in the vicinity of the device;
- Can significantly reduce road crashes;
- Relatively inexpensive to install and maintain;
- Discourage through traffic;
- Reduce vehicle-pedestrian conflicts; and
- Provide designated crossing place for pedestrians.

Disadvantages:

- Traffic noise may increase just before and just after the device due to braking, acceleration and the vertical displacement of vehicles;
- Can divert traffic to nearby streets without LATM measures;
- Can be uncomfortable for vehicle passengers and cyclists; and
- May adversely affect access for buses, commercial vehicles and emergency vehicles.



3.5 RAISED TREATMENT

A raised treatment is a raised section of roadway approximately 90mm to 100mm high, ramped up from the normal level of the street with a platform extending over more than a standard car length (at least 6m but typically more). Raised sections of roadway can be located at mid-block locations, or they can cover an intersection between two roadways.

Figures 7 – 9 provide examples of various raised treatments.



Figure 7 Example of a raised treatment at an intersection (from Google Maps Streetview)



Figure 8 Example of a raised treatment at a roundabout (from Google Maps Streetview)



Figure 9 Example of a raised treatment at a pedestrian crossing point, with vehicle priority (Source: NearMap)

Advantages:

- Significantly reduce vehicle speeds in the vicinity of the device;
- May discourage through traffic;
- Can be used as form of threshold treatment;
- Can highlight the presence of an intersection; and
- Can regulate speeds over the entire length of the street when used in a series.

Disadvantages:

- Traffic noise may increase just before and just after the device due to braking, acceleration and the vertical displacement of vehicles;
- Can divert traffic to nearby streets without LATM measures;
- Can be uncomfortable for vehicle passengers and cyclists;
- May adversely affect access for buses, commercial vehicles and emergency vehicles; and
- Require care that ramp markings are not confused with intersection control markings when located at an intersection.



3.6 LEFT-IN / LEFT-OUT

A left-in / left-out treatment is typically represented by a raised island at an intersection, which aims to obstruct right-turn and through movements to and from the intersection, street or driveway.

Figure 10 provides an example of a left-in / left-out treatment.



Figure 10 Example of a left-in / left-out treatment (from Nearmap aerial photography)

Advantages:

- Reduce traffic volume;
- Reduce the number of conflict points;
- Provide a refuge for pedestrians and cyclists;
- Reinforce the need for drivers crossing the dividing line to give way; and
- Provide greater landscaping opportunities.

Disadvantages:

- Restrict access to local streets and/or driveways;
- May create a squeeze point for cyclists;
- Divert traffic to other local streets without the same restriction; and
- Drivers may not comply if an appropriate designed median island is not incorporated.

3.7 SHARROWS

Sharrows are pavement markings consisting of a bicycle symbol and two chevron markings. The intention of sharrows is to position cyclists into the centre of the traffic lane and to encourage them to mix with through traffic, to avoid conflict with cars and other vehicles at narrow sections of road or squeeze points, such as small roundabouts.

Figure 11 provides an example of a sharrow treatment.



Figure 11 Example of a sharrow treatment (from Nearmap)

Advantages:

- Encourage cyclists to ride in a safe road position;
- Inexpensive to implement and maintain; and
- Reinforce awareness of cyclists in local street networks.

Disadvantages:

- No regulations or road rules supporting the use of sharrows in Victoria;
- May be confusing for drivers and cyclists; and
- Limited research into the effectiveness of sharrows.



3.8 FULL ROAD CLOSURE

A full road closure is the closure of a street to traffic. It serves as a means of eliminating through traffic from a street or simplifying an intersection layout to reduce the possible number of conflict points and the consequent crash risk.

Figure 12 provides an example of a full road closure.



Figure 12 Example of a full road closure (from Google Maps Streetview)

Advantages:

- Reduce traffic volume;
- Remove / reduce the number of conflict points when employed at an intersection;
- Increase pedestrian safety;
- Remove non-local traffic;
- Can accommodate pedestrian, cyclist and/or bus access; and
- Provide landscaping opportunities.

Disadvantages:

- May restrict or reduce accessibility for local residents;
- May divert traffic to other adjacent local streets without closures, resulting in increased traffic volumes in those streets;
- May restrict access for emergency services;
- May increase travel times for some road users; and
- May reduce the availability of on-street parking.

3.9 SURFACE TREATMENTS

Surface treatments or threshold treatments (when used at an intersection or a driveway) are coloured and/or textured road surface treatments that contrast with the adjacent roadway. Surface treatments aim to alert drivers that they are entering a driving environment that is different from the one they have just left, through the use of visual and/or tactile clues.

Figure 13 provides an example of a surface treatment.



Figure 13 Example of a surface treatment (from Nearmap)

Advantages:

- Reduce approach speeds to an intersection;
- Highlight the presence of an intersection;
- Provide separation between residential areas from areas of non-residential use; and
- Alert the driver that they are entering into a local area.

Disadvantages:

- Increased maintenance requirements;
- Texturing may create stability problems for cyclists, motorcyclists and pedestrians;
- Turning traffic from and into the low speed local areas may be more likely to affect traffic flow on the connecting roads;
- Vehicle priority may be unclear to pedestrians in some circumstances; and
- Effectiveness is limited unless complemented by other devices in the street.

3.10 OTHER TREATMENT OPTIONS

Other treatment options that could be implemented are straight-forward. The following treatments improve safety of both pedestrians, cyclists and drivers and/or define priority on sections of the roadway. Such treatments include:

- Speed limit reductions;
- Changes to parking restrictions;
- Signage and linemarking changes to improve clarity of communication.



4 PROPOSED LATM MEASURES AND RECOMMENDATIONS

A number of proposed LATM measures have been recommended by SALT to address the main traffic issues identified from the traffic data, site observations and community consultation data.

4.1 KEY ISSUES

Issues have been identified through: community consultation via a questionnaire survey; community meetings; Engage Frankston!, site observations; and analysis of the existing conditions via tube count surveys and existing traffic data provided by Council. The following key issues were identified to guide the formulation of appropriate recommendations:

- **Speeding and hooning behaviour:** particularly along Centenary Street, Maple Street, Ti-Tree Crescent and Wicklow Street;
- **Parking issues:** on-street parking causing access issues for through vehicles;
- **Pedestrian safety/facilities:** Lack of pedestrian crossings throughout the study area;
- **Bicycle safety/facilities:** insufficient bike lanes and crossings throughout the study area;
- **Intersection safety:** particularly at the intersection of the Frankston-Dandenong Road service road and Mountain View Crescent.

4.2 ENGINEERING INVESTIGATIONS

Investigations were made into community concerns to confirm issues identified.

For issues such as speeding and hooning behaviour, parking, pedestrian safety/facilities and bicycle safety/facilities, inspection of street environments and/or analysis of tube count survey data was sufficient to confirm the presence of existing issues. Section 4.5 discusses the proposed treatments for these issues.

4.3 OBJECTIVES

The objectives of the proposed plan are as follows:

- Speed calming on local streets that have environments that are conducive to high speeds;
- Increase and improve pedestrian and cycling facilities to improve levels of accessibility for active road users;
- Address issues regarding parking and access issues;
- Maximise the benefits of available funding, with priority given to locations with higher demand and higher level of community concerns; and
- Maintain adequate levels of accessibility for local residents, public transport, businesses and emergency services.

4.4 PLAN OF PROPOSED LATM TREATMENTS

The proposed LATM measures consider a range of traffic management treatments intended to address the key concerns outlined above. The draft proposed LATM plan is shown in Figure 14.

A plan of the draft proposed LATM treatments, overlaid with the existing LATM treatments, can be viewed in APPENDIX 1.



DRAFT LATM PLAN BELVEDERE PRECINCT
PROPOSED LATM MEASURES AND RECOMMENDATIONS

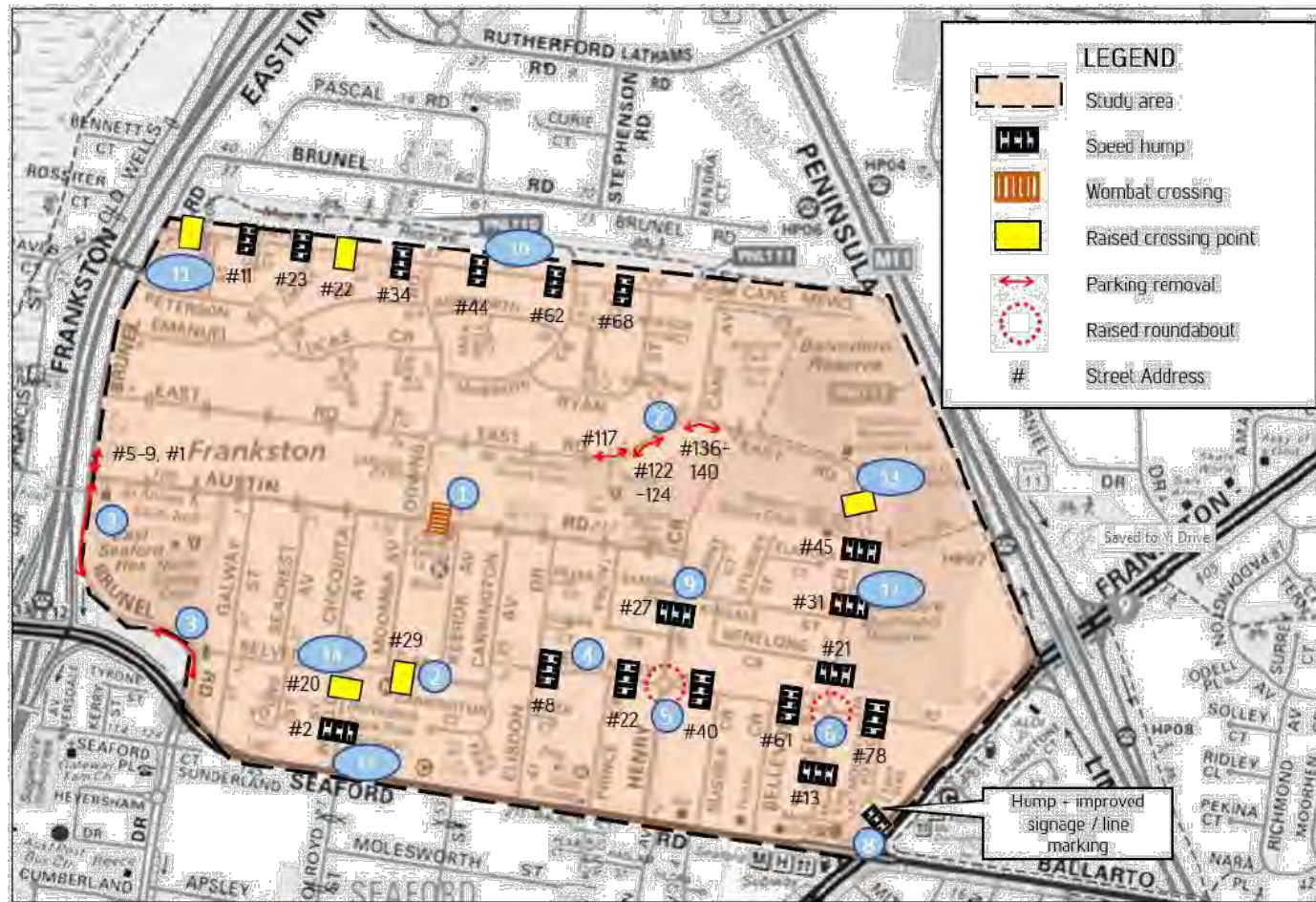


Figure 14 Draft proposed LATM plan



4.5 DISCUSSION OF PROPOSED LATM TREATMENTS

The following sections provide a summary of all the individual treatments included in the initial traffic management plan:

4.5.1 AUSTIN ROAD

It is acknowledged that Austin Road is already provided with numerous LATM treatments, with eight (8) speed humps, a raised school crossing located near St Anne's Primary School, and a splitter island at its intersection with Henry Crescent.

Multiple community concerns were raised about pedestrian facilities near the shops on Austin Road. This is an existing speed hump located at the shops which is currently often mistaken for a pedestrian crossing, causing confusion to drivers and pedestrians. Anecdotally, a large number of pedestrians including school children cross Austin Road in the vicinity of the shops.

It is proposed to convert the speed hump as seen in **Figure 15** to a wombat crossing to give priority to pedestrians at this location. This involves the addition of zebra line marking to the top of the speed hump (including new asphalt or concrete surface) and 'Walking Legs' signs either side.



Figure 15 Austin Road speed hump to be converted to wombat crossing (NearMap aerial imagery)

4.5.2 BELVEDERE ROAD

Belvedere Road is currently provided with a school crossing at the frontage of Belvedere Park Primary School, as seen in **Figure 16**. Speeding was raised as a concern by some community members; thus, it is proposed to raise the school crossing. This will help to slow vehicles and improve safety to pedestrians which is especially important in such close proximity to the primary school.



Figure 16 Belvedere Road school crossing to be converted to raised crossing (NearMap aerial imagery)

4.5.3 BRUNEL ROAD

Multiple community concerns were raised about cycling facilities and safety along Brunel Road. Upon inspection of the road alignment, it is confirmed that the on-road bike lane is shared with the parking lane in sections of the road, as seen in Figure 17, causing bikes to swerve into the traffic lane to avoid parked cars. It is also noted that the parking lane is relatively narrow, so vehicles may encroach into the bike lane.

It is proposed to impose changes to the parking on Brunel Road to improve the conditions for cyclists. Firstly, parking on the eastern side is to be removed in the indicated locations, such that the parking/cycling lane can be used for cyclists only.

Furthermore, parking on the western side is proposed to be removed along the length of Brunel Road, to provide a full size 1.5m wide bicycle lane on both sides of the road and a buffer zone between the bike lane and parked cars on the eastern side. This aims to reduce the risk of vehicle 'dooring'.

These changes would be subject to a parking occupancy survey to occur during the peak period of the East Seaford Reserve to understand the reliance on parking along Brunel Road and if removing it would impose parking issues in other streets in the vicinity.





Figure 17 Brunel Road bike and parking lane example (Google Maps Streetview)

4.5.4 CENTENARY STREET

It is acknowledged that Centenary Street is currently provided with some LATM treatments including two roundabouts, two speed humps toward the east and a splitter island at the intersection with Frankston Dandenong Road.

Multiple community concerns were raised regarding speeding in Centenary Street. These concerns were validated by the tube count surveys showing an 85th percentile speed of 50.4km/hr, and historical survey data with 85th percentile speeds up to 55.9km/hr where the speed limit is 50km/hr.

It is proposed to add five (5) more speed humps to Centenary Street to be located outside Number 8, Number 22, Number 40, Number 61, and Number 78. These are to comply with the AustRoads speed hump spacing recommendations between 80–120m apart. Speed humps have been selected as they will address the main issue along Centenary Street, which is speeding and irresponsible driving. Speed humps are appropriate for roads which are generally flat and have environments that are conducive to high speeds. The locations of the LATM treatments are shown in Figure 14.

Further comments were received regarding difficulty and safety issues for pedestrians crossing at the roundabouts. To address this, the two roundabouts at Centenary Street / Henry Crescent and Centenary Street / Ti-Tree Crescent are to be converted to raised roundabouts. Community concerns were raised in regard to difficulty for pedestrians to cross at roundabout and it is acknowledged that these two roundabouts provide connection to key destinations within the precinct including Belvedere Reserve and Austin Road. Providing a raised treatment will improve safety for pedestrians.

4.5.5 EAST ROAD

It is acknowledged that East Road is currently provided with numerous LATM treatments with a series of speed humps provided along its length and a roundabout at Downs Road.

Multiple community comments were received in relation to parking on East Road, particularly during sports events at Belvedere Reserve. With vehicles parking on both sides of the street, accessibility and sight distances issues are imposed for through traffic.

Upon investigation of the alignment of East Road, it is confirmed that through traffic would have difficulty observing oncoming traffic around the bends when vehicles are parked on street. It is proposed to remove parking from the inside of the bends in East Road between Belvedere Park Tennis Club and Belvedere Reserve. This involves the removal of approximately 20 on-street car parking spaces to improve safety and accessibility for through traffic.

The approximate locations at which 'No Stopping' is to be imposed are shown in Figure 18. This includes between properties 122 to 126, properties 136 to 140, and along the inside curve outside property 117.





Figure 18 Approximate locations for 'No Stopping' to be implemented (NearMap aerial imagery)

4.5.6 FRANKSTON DANDENONG SERVICE ROAD

Frankston Dandenong Service Road provides access to car parking at the shops near the intersection of Seaford Road. The exit to Mountain View Crescent is situation adjacent to the left turn lane from Frankston Dandenong Road, as seen in Figure 19. Multiple community concerns were raised regarding vehicles exiting the shops parking dangerously and difficulty in viewing oncoming traffic from Frankston Dandenong Road.

It is proposed to add a speed hump on the Frankston Dandenong Road service road on approach to Mountainview Crescent and improve the signage and line marking.



Figure 19 View of Frankston Dandenong Service Road and Mountainview Crescent (NearMap aerial imagery)



4.5.7 HENRY CRESCENT

Henry Crescent, especially between Austin Road and Centenary Street is prone to high volume and high speeds given the connection it provides throughout the study area and its long and straight alignment. Multiple community comments were received in regard to speeding in Henry Crescent, particularly north of Centenary Street.

As discussed previously, it is proposed to raise the roundabout at Henry Crescent / Centenary Street, which will slow vehicles.

In addition, a single speed hump is proposed to the north of the roundabout, located outside Number 27 to slow vehicles along this stretch of road. This will address the issue of speeding and is appropriate for roads which are generally flat and have environments that are conducive to high speeds.

The location of the LATM treatment is shown in Figure 14.

4.5.8 MAPLE STREET

Multiple community comments were received regarding speeding in Maple Street. This is in part owing to the road environment being conducive to high speeds, with a wide and straight alignment. Traffic speed data on Maple Street has confirmed that speeding is an issue, with a tube count survey revealing an 85th percentile speed of 51.9km/h.

Further community concerns were raised about cyclist safety and the lack of connection for the Peninsula Link Trail at the western end of Maple Street.

It is proposed to add six speed humps along the length of Maple Street, spaced at approximately 120m. These are to be located outside the front of Number 6, Number 12, Number 30, Number 44, Number 62, and Number 72. These will address the issue of speeding and are appropriate for roads which are generally flat and have environments that are conducive to high speeds.

In addition, two raised pedestrian crossing points are proposed on Maple Street, one to connect the Peninsula Link Trail and one to provide pedestrian connection to the Maple Reserve entrance outside Number 20. These have the effect of slowing traffic and improving cyclist and pedestrian amenity, addressing the issues raised for Maple Street.

The locations of the LATM treatments are shown in Figure 14.

4.5.9 TI-TREE CRESCENT

Ti-Tree Crescent was identified to have issues with speeding, likely owing to its long, straight alignment making it conducive to high speeds. This was confirmed by tube count surveys which showed an 85th percentile speed of 55.1km/hr on Ti-Tree Crescent, greater than the speed limit of 50km/hr.

It is proposed to add four (4) speed humps along the length of Ti-Tree Crescent to reduce vehicle speeds. These are to be located outside Number 13, Number 21, Number 31, and Number 45. Furthermore, it is proposed to raise the roundabout intersection of Centenary Street / Ti-Tree Crescent as was discussed previously.

In addition, comments were received in regard to a lack of pedestrian access to Belvedere Reserve. It is proposed to convert the existing speed hump as seen in Figure 20 to a raised crossing just south of the bend to Belvedere Reserve, to provide a connection for pedestrians, especially those approaching from the south, and to further reduce vehicle speeds.

The locations of the LATM treatments are shown in Figure 14.





Figure 20 Speed hump on Ti-Tree Crescent to be converted to raised crossing

4.5.10 WICKLOW STREET

Community concerns were received regarding speeding on Wicklow Street and its close proximity to Belvedere Park Primary School. The results from the tube count survey revealed an 85th percentile speed of 48km/hr during the school times when the speed limit is 40km/hr, confirming speeding to be an issue.

It is proposed to convert the school crossing to a raised crossing to reduce vehicle speeds and improve safety to pedestrians. An additional speed hump is proposed to the south, outside the front of Number 2, to further reduce vehicle speeds along the length of Wicklow Street.

The locations of the LATM are shown in Figure 14.

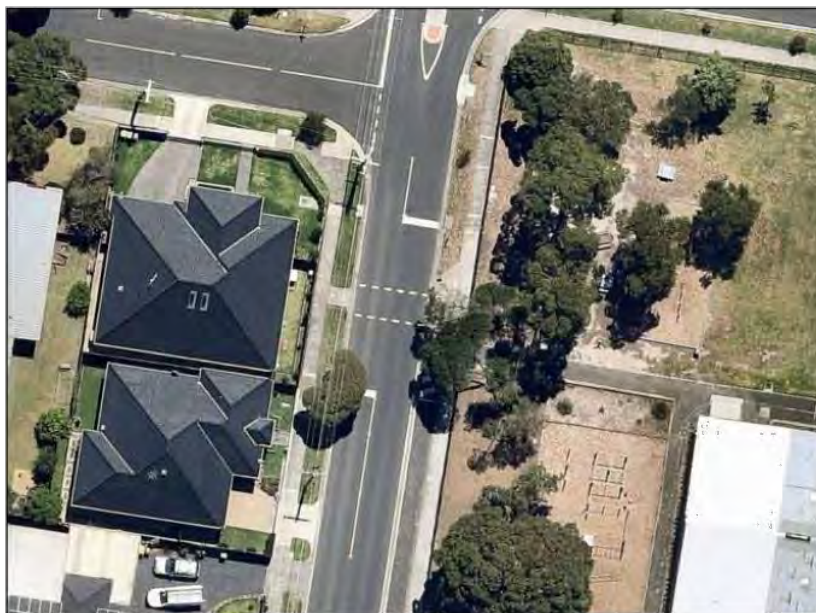
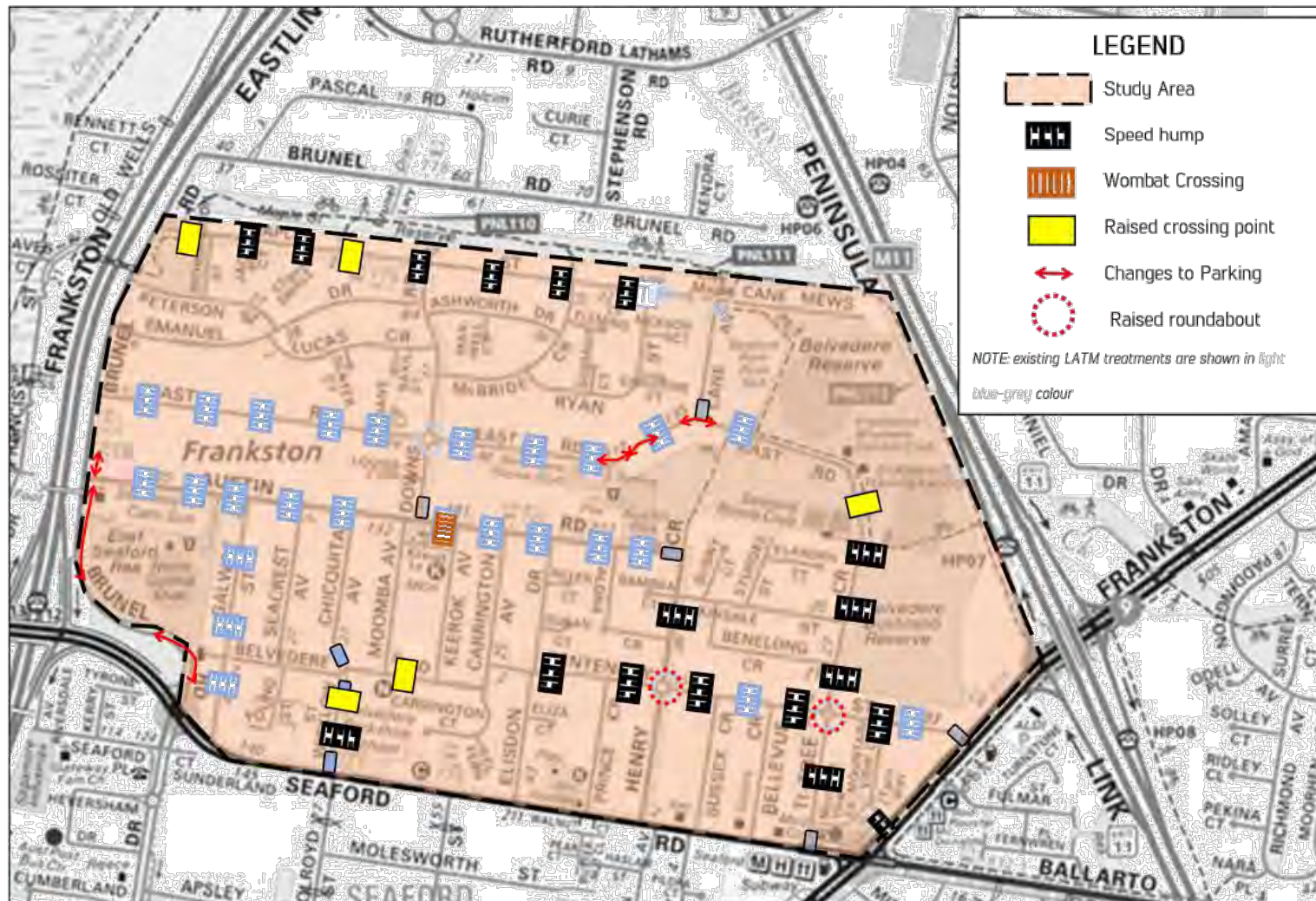


Figure 21 Wicklow Street school crossing to be converted to raised crossing (NearMap aerial imagery)



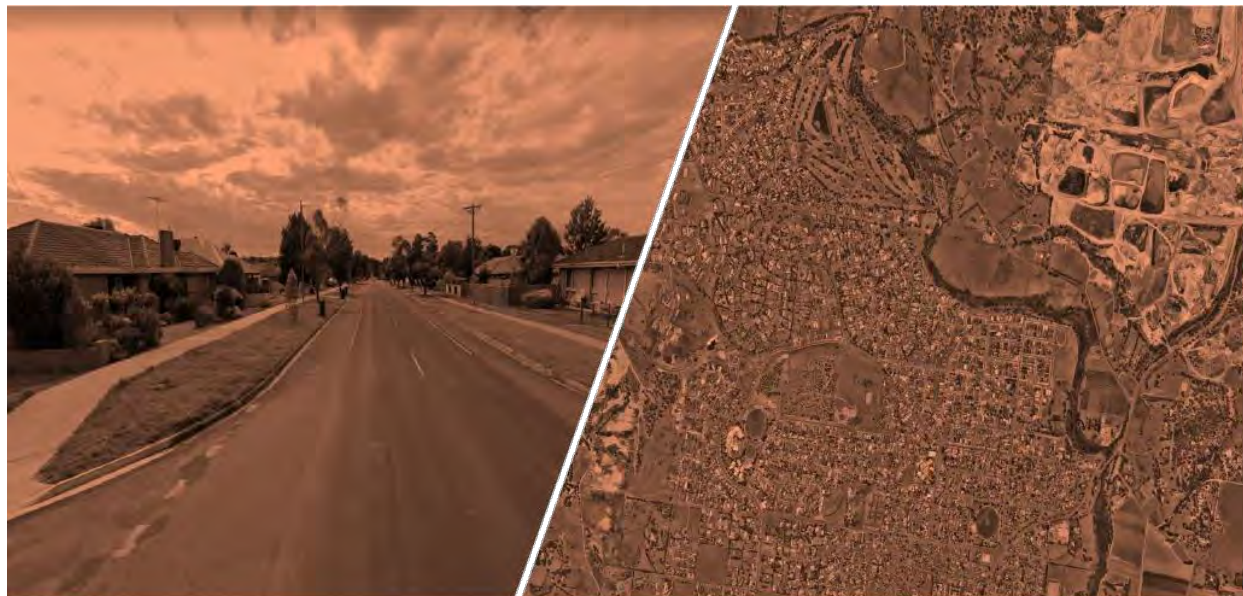
APPENDIX 1 PROPOSED DRAFT LATM PLAN WITH EXISTING LATM TREATMENTS OVERLAID





This page is intentionally left blank.





Service. Approachability. Loyalty. Transparency.



MELBOURNE Level 3/51 Queen Street, Melbourne VIC 3000
+61 3 9020 4225

SYDNEY Level 17/40 Mount Street, North Sydney NSW 2060
+61 2 8415 9781

HOBART Level 1/116 Bathurst Street, Hobart TAS 7000
+61 400 535 634

CANBERRA 45 West Row Canberra ACT 2601
+61 2 8415 9781

www.salt3.com.au

TRAFFIC ENGINEERS / WASTE ENGINEERS / TRANSPORT PLANNERS / ROAD SAFETY AUDITORS



FINAL LATM PLAN

BELVEDERE PRECINCT, SEAFORD

LOCAL AREA TRAFFIC MANAGEMENT STUDY



FINAL LATM PLAN - BELVEDERE PRECINCT, SEAFORD

Client: Frankston City Council

Report Reference: 21480T

File Path: Y:\2021\21480T - Frankston LATM\08 Reports\5.Final LATM Plan\21480TREP04F01 - Final LATM plan.docx

Thursday, October 06, 2022

Document Control

Version:	Prepared By:	Position:	Date:	Reviewed By:	Position:	Date:
D01		Traffic Engineer	25 August 2022		Associate Director	31 August 2022
F01		Traffic Engineer	4 October 2022		Associate Director	6 October 2022

© Sustainable Transport Surveys Pty Ltd All Rights Reserved. Copyright in the whole and every part of this document belongs to Sustainable Transport Surveys Pty Ltd and may not be used, sold, transferred, copied or reproduced in whole or in part in any manner or form or in or on any media to any person without the prior written consent of Sustainable Transport Surveys Pty Ltd.

This document is produced by Sustainable Transport Surveys for the benefits and use by the client in accordance with the terms of engagement. Sustainable Transport Surveys does not and shall not assume any responsibility or liability whatsoever to any third party arising out of any use or reliance by any third party on the content of this document.

MELBOURNE Level 3, 51 Queen Street, Melbourne VIC 3000
+61 3 9020 4225

SYDNEY Suite 303/61 Marlborough Street, Surry Hills NSW 2010
+61 2 9068 7995

HOBART Level 4, 116 Bathurst Street, Hobart TAS 7000
+61 400 535 634

CANBERRA 45 West Row, Canberra ACT 2601
+61 2 9068 7995

www.salt3.com.au



CONTENTS

1 INTRODUCTION	2
11 STUDY AREA	2
12 EXISTING LATM MEASURES	2
2 SCOPE OF THIS REPORT	4
21 OVERVIEW	4
3 COMMUNITY CONSULTATION	4
31 OVERVIEW	4
32 SUMMARY OF RESPONSES	5
33 REASONS FOR OBJECTIONS	8
34 OTHER COMMENTS	11
35 AUTHORITY / EMERGENCY SERVICES COMMENTS	13
35.1 DEPARTMENT OF TRANSPORT	13
35.2 LOCAL FIRE BRIGADE	14
35.3 LOCAL BUS PROVIDER	14
36 OTHER NON-LATM COMMENTS	15
4 RECOMMENDED FINAL LATM PLAN	15
41 ADJUSTMENTS FROM DRAFT LATM PLAN	15
42 DETAILED MAP OF FINAL LATM PLAN	15
43 OVERVIEW OF TYPES OF LATM TREATMENTS PROPOSED	16
43.1 SPEED HUMP	16
43.2 RAISED SAFETY PLATFORMS	17
43.3 WOMBAT CROSSING	18
43.4 PARKING REMOVAL	19
43.5 SIGNAGE TREATMENTS	19
44 COST ESTIMATES AND TREATMENT PRIORITY LIST	20
5 SUMMARY AND CONCLUSIONS	22
APPENDIX 1 COMMUNITY CONSULTATION MATERIALS	23
APPENDIX 2 FINAL LATM PLAN	24
APPENDIX 3 COST ESTIMATES AND PRIORITY RANKING	25



LIST OF FIGURES

Figure 1	Study area shown on Melway.....	2
Figure 2	Existing LATM measures implemented within the study area.....	3
Figure 3	Draft proposed LATM treatments.....	4
Figure 1	Responses from the general community.....	6
Figure 2	Speed treatment dimensions on bus route.....	13
Figure 3	Bus route map.....	14
Figure 4	Final Local Area Traffic Management Plan.....	15
Figure 5	Example of a speed hump (from Nearmap aerial photography).....	16
Figure 6	Example of a raised intersection (from NearMap aerial photography).....	17
Figure 7	Example of a wombat crossing (from Google Maps Streetview).....	18
Figure 8	East Road parking removal.....	19
Figure 9	Watch for Bikes sign.....	19

LIST OF TABLES

Table 1	Survey responses from general community.....	5
Table 2	Survey responses from residents.....	7
Table 3	Detailed community objections summary.....	8
Table 4	Detailed community objections summary.....	11
Table 5	Treatment priority and cost summary table.....	21



1 INTRODUCTION

SALT has been engaged by Frankston City Council to undertake a Local Area Traffic Management (LATM) study for the Belvedere Precinct in Seaford. The study is being undertaken with an aim to identify and address traffic and road safety issues within the precinct.

The following report provides a Final LATM Plan to respond to feedback from the community consultation sessions on the Draft LATM Plan. This report should be read in conjunction with the Existing Conditions Report (reference: 21480TREP02F01) and the Draft LATM Plan (reference: 21480TREP02F01).

In the course of preparing the Final LATM Plan, SALT has consulted with Frankston City Council to inform the treatments proposed.

1.1 STUDY AREA

The study area is the Belvedere precinct located in Seaford, bound by Maple Street to the north, Peninsula Link and Frankston-Dandenong Road to the east, Seaford Road to the south, and Brunel Road to the west.

The extent of the study area is generally shown in Figure 1.



Figure 1 Study area shown on Melway

1.2 EXISTING LATM MEASURES

The existing traffic management devices implemented in the local area by Council are shown in Figure 2.



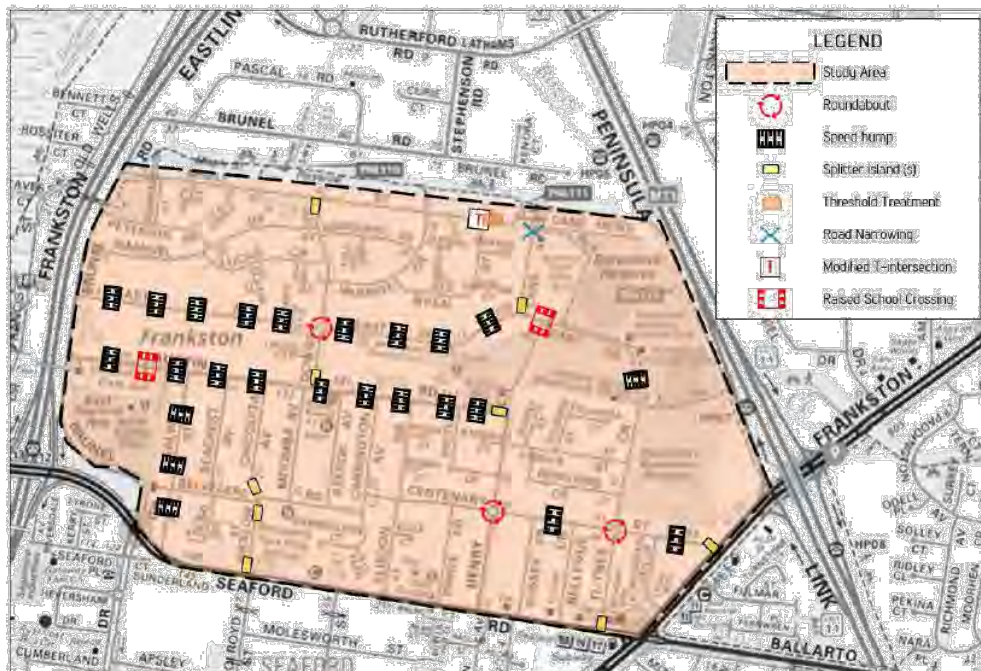


Figure 2 Existing LATM measures implemented within the study area

A series of LATM treatments were proposed by SALT, in conjunction with Council officers, to address the main traffic issues identified from the traffic data and community consultation data. These proposals were presented previously in the Draft LATM Plan, which was central to the community consultation process and crucial to the development of the Final LATM Plan.

The proposed Draft LATM Plan is shown in Figure 3.

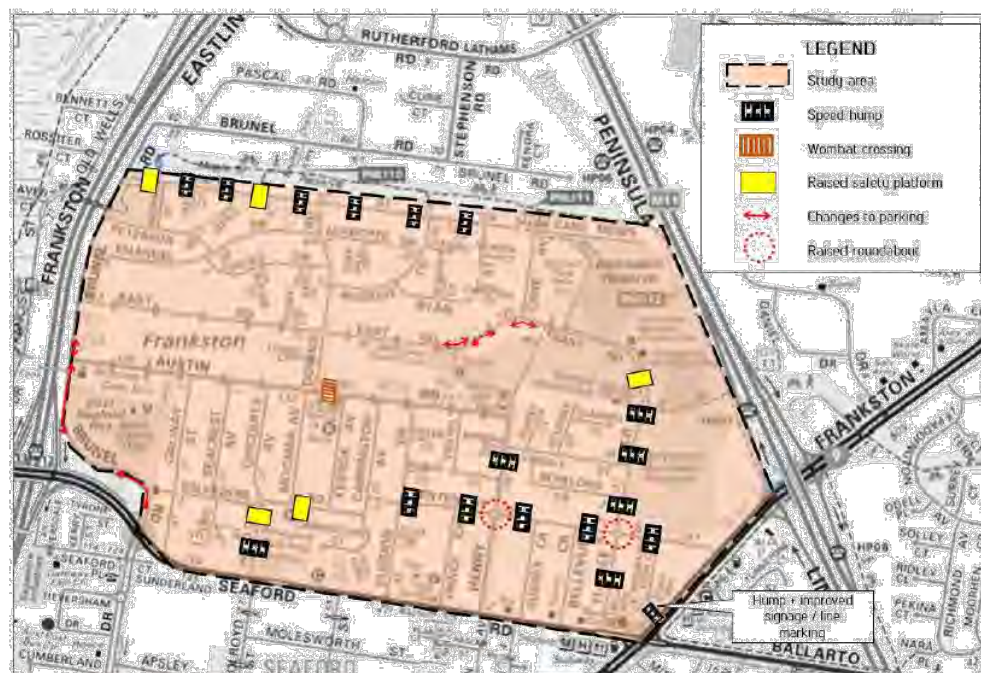


Figure 3 Draft proposed LATM treatments

2 SCOPE OF THIS REPORT

2.1 OVERVIEW

The Local Area Traffic Management (LATM) measures proposed in the following sections are informed by SALT's understanding of the study area as set out within the existing conditions assessment (21480TREP02F01 – Existing Conditions Report) and the principles of the Austroads Guide to Local Area Traffic Management.

It is imperative to understand that the scope of an LATM plan cannot directly impose measures on arterial roads managed by Department of Transport (formerly VicRoads), as any works associated with maintenance or improvements to these roads cannot be undertaken by Council. However, an LATM plan does consider these roads at all stages and endeavours to accommodate the needs of the local community wherever possible. In any case, there are no arterial roads within this LATM study area.

Similarly, although car parking issues can be highlighted by an LATM study, directly fixing parking supply issues is not the main intent of an LATM study. However, parking access can be addressed and where possible, car parking provision improvements can sometimes be made indirectly.

3 COMMUNITY CONSULTATION

3.1 OVERVIEW

The draft LATM plan was made available via the Frankston City Council website and local residents were able to view the draft plan and provide feedback on the proposed treatments via an interactive map and survey. This allowed residents to nominate whether they supported, partly supported, or objected the treatments and their locations. Residents were also able to provide reasoning for objecting a certain treatment and any other comments.



Responses to the proposed LATM plan were collected via the interactive map and survey responses between 24 June 2022 and 15 July 2022.

3.2 SUMMARY OF RESPONSES

The online interactive map recorded a total of 39 contributions by 38 individual users. A total of 152 hard-copy surveys were returned to Council. The community consultation resulted in a response rate of 10.7%.

A summary of the community's responses to the proposed LATM treatments is provided below. **Table 1** and **Figure 1** summarise all of the responses from the local community. **Table 2** summarises the responses from residents of the street in which each particular treatment is proposed, where multiple resident responses were received.

Table 1 Survey responses from general community

Treatment Type	Location	Responses				% Support
		Support	Partly Support	Object	Total	
Speed Humps	Centenary Street (#4)	107	28	31	166	63%
	Frankston-Dandenong Road Service Road near Mountainview Crescent (#8)	125	23	19	167	75%
	Henry Crescent (#9)	113	19	30	162	70%
	Maple Street (#10)	106	23	41	170	62%
	Ti-Tree Crescent (#12)	115	17	31	163	71%
	Wicklow Street (#15)	110	20	29	159	69%
Raised Crossings (Raised Safety Platforms)	Belvedere Road School Crossing (#2)	138	11	14	163	85%
	Maple Street (#11)	128	15	22	165	78%
	Ti-Tree Crescent (#13)	125	16	20	161	78%
	Wicklow Street School Crossing (#14)	125	21	13	159	79%
Wombat Crossings	Austin Road Shops (#1)	145	14	12	171	85%
Raised Roundabouts	Centenary Street / Henry Crescent (#5)	107	28	31	166	64%
	Centenary Street / Ti-Tree Crescent (#6)	109	25	36	170	64%
Parking Removal	Brunel Road (#3)	106	30	26	162	65%
	East Road (#7)	140	16	8	164	85%



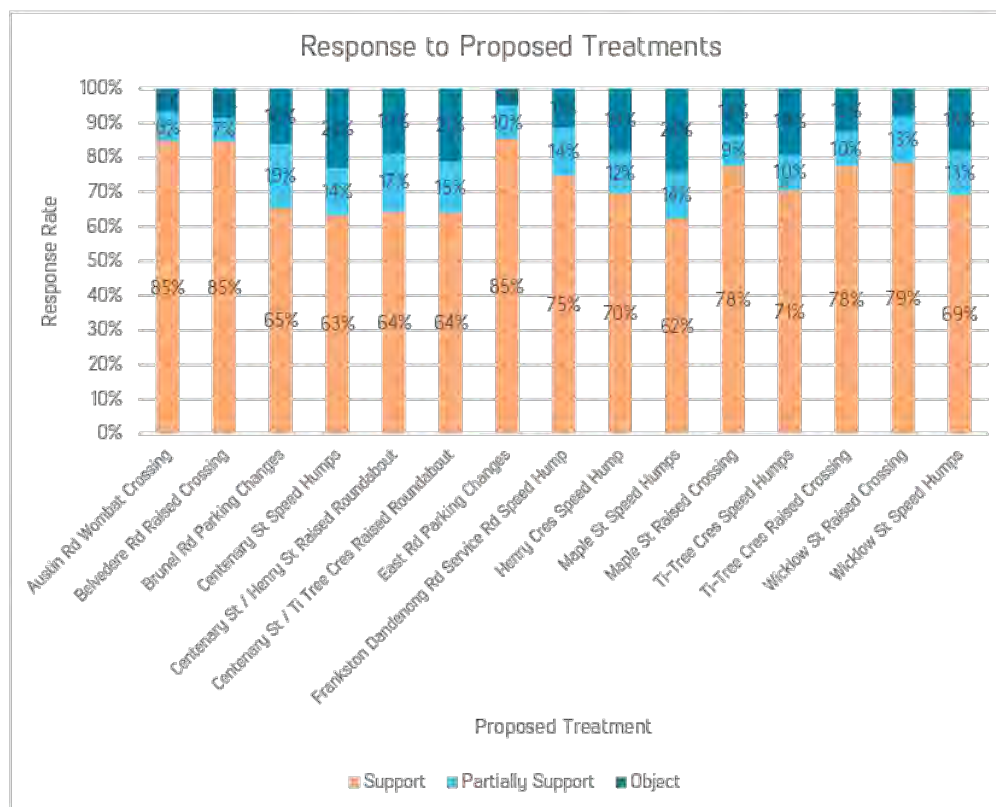


Figure 1 Responses from the general community



Table 2 Survey responses from residents

Treatment Type	Location	Responses				% Support
		Support	Partly Support	Object	Total	
Speed Humps	Centenary Street (#4)	16	1	1	18	89%
	Henry Crescent (#9)	7	1	0	8	88%
	Maple Street (#10)	4	0	16	20	20%
	Ti-Tree Crescent (#12)	5	0	1	6	83%
Raised Crossings	Maple Street (#11)	7	3	7	17	41%
Wombat Crossings	Austin Road Shops (#1)	11	1	1	13	85%
Raised Roundabouts	Centenary Street / Henry Crescent (#5)	14	4	0	18	78%
	Centenary Street / Ti-Tree Crescent (#6)	14	4	0	18	78%
Parking Removal	East Road (#7)	21	0	2	23	91%

As indicated above, a variety of responses were received from the community and directly affected residents. A total of 15 treatments received feedback from the community, all of which received a support rate over 62%.

The proposed treatment which received the lowest level of support was the speed humps in Maple Street. This received a support rate of 62% from the general community and only 20% from residents of Maple Street who would be most directly affected. The raised safety platforms on Maple Street received a higher level of support at 78% from the local community and 41% from Maple Street residents.

The proposed speed humps on Centenary Street also had one of the lowest level of support from the general community at 63%, however residents of Centenary Street had a much higher level of support at 89%.

The community consultation process involved the collection of comments as to why residents objected to certain treatments and any other comments or issues. The following tables summarise these comments for the proposed treatments and locations, to be taken into account in the development of the final LATM plan.



3.3 REASONS FOR OBJECTIONS

The community were given the opportunity to provide reasons as to why they objected certain proposed treatments. These are summarised and in **Table 3**, along with a response from the project team after consideration of the feedback received.

Table 3 Detailed community objections summary

Proposed Treatment	Level of Support	Community Objection Comments	Response
Maple Street Speed Humps (#10)	62%	<ul style="list-style-type: none"> Too many speed humps proposed for Maple Street Maple Street does not have issues with speeding and volumes; Noise of vehicles braking and accelerating over speed hump; Flooding issues would make speed humps dangerous and worsen the flooding; Money better used elsewhere Hoons drive over without slowing; Will impact/delay emergency services and buses; Too close to corners/intersections; Will just redirect traffic to other streets; 	<p>Multiple community comments were received regarding speeding and hooning in Maple Street, confirmed by a tube count 85th percentile speed of 51.9km/hr, over the speed limit of 50km/hr.</p> <p>Taking into account the low level of support from the community, especially the residents of Maple Street (20%), the speed humps will be removed from the plan, however three pedestrian treatments in the form of raised safety platforms will be retained.</p>
Centenary Street Speed Humps (#4)	63%	<ul style="list-style-type: none"> Existing speed humps have not succeeded in slowing vehicles, hoons drive over them; Difficult to navigate the streets when cars are parked on both sides, speed humps will worsen the issue; Not needed; 	<p>Multiple community concerns were raised regarding speeding in Centenary Street, confirmed by review of historical traffic data showing speeds up to 55.9km/hr.</p> <p>The additional speed humps have been proposed to effectively slow down traffic, with spacing in accordance with the AustRoads recommendations.</p> <p>This treatment received a high level of support from residents of Centenary Street (89%) and will be retained in the final plan.</p>
Centenary Street / Henry Crescent Raised Roundabout (#5)	64%	<ul style="list-style-type: none"> Streets are too narrow; Difficult for cars to turn, especially larger or towing vehicles; Not needed; 	<p>This treatment received a low level of support from the community and has a low benefit to cost ratio and will therefore be removed from the plan.</p>



Proposed Treatment	Level of Support	Community Objection Comments	Response
Centenary Street / Ti-Tree Crescent Raised Roundabout (#6)	64%	<ul style="list-style-type: none"> Streets are too narrow; Difficult for cars to turn, especially larger or towing vehicles; Not needed; 	This treatment received a low level of support from the community and has a low benefit to cost ratio and will therefore be removed from the plan.
Brunel Road Removal of Parking (#3)	65%	<ul style="list-style-type: none"> Will limit parking for those attending the Church and congest other side streets; Cyclists can ride on path within the oval; Not needed; 	This treatment received a relatively low level of support with concerns regarding parking availability. It is proposed to maintain on-street parking and provide 'Watch for Bike' signs to warn drivers of cyclists who may require use of the road carriageway.
Wicklow Street Speed Hump (#15)	69%	<ul style="list-style-type: none"> Traffic is already slow because of the bends in the road and short street; 	Tube count surveys during school times when the speed limit is 40km/hr, showed speeding to occur, with an 85 th percentile speed of 48km/hr. This treatment will be retained in the final plan.
Henry Crescent Speed Hump (#9)	70%	<ul style="list-style-type: none"> Henry Crescent does not need speed humps. Have no issues with traffic in Henry Crescent. 	<p>Multiple community comments were made regarding speeding on Henry Crescent, particularly north of Centenary Street. Henry Crescent is prone to speeding due to the connection it provides in the precinct and its long and straight alignment.</p> <p>This treatment received a high level of support from residents in Henry Street (88%) and will be retained in the final plan.</p>
Ti-Tree Crescent Speed Humps (#12)	71%	<ul style="list-style-type: none"> Noise of vehicles braking and accelerating over speed hump; Not needed; 	<p>Multiple community concerns were raised regarding speeding, confirmed by tube count surveys which shows an 85th percentile speed of 55.1km/hr.</p> <p>This treatment received a high level of support from residents of Ti Tree Crescent (83%) and will be retained in the final plan.</p>
Frankston Dandenong Service Road	75%	<ul style="list-style-type: none"> Traffic is already fairly slow; 	Numerous community concerns were raised regarding the somewhat complex arrangement of the intersection of the

Proposed Treatment	Level of Support	Community Objection Comments	Response
Speed Hump and Signage (#8)			Service Road and Mountainview Crescent in proximity to the intersection with Frankston Dandenong Road. The proposed treatment would improve the safety of this arrangement by reminding drivers exiting the Service Road to observe oncoming traffic and give-way.
Ti-Tree Crescent Raised Safety Platform at Belvedere Reserve (#13)	78%	<ul style="list-style-type: none"> No demand for crossing; Money better used elsewhere; 	Belvedere Reserve is a key destination within the precinct and many locals would travel there by foot. The provision of a raised crossing would improve pedestrian connections and help to slow traffic. Speeding was found to be an issue by tube count surveys which shows an 85 th percentile speed of 55.1km/hr. The future delivery of the Healthy Futures Hub at Belvedere Reserve will increase pedestrian activity in the area, increasing the demand for a crossing.
Maple Street Raised Safety Platform (#11)	78%	<ul style="list-style-type: none"> Would encourage cyclists to speed across without giving way to vehicles; 	Appropriate signage for cyclists approaching the crossing would be provided to ensure it is clear they are to stop and give way to traffic. A third raised crossing just east of McBride Crescent will be introduced in place of the speed humps, to provide connection to the park access point.
Wicklow Street Raised School Crossing (#14)	79%	<ul style="list-style-type: none"> Traffic around schools is not that bad, no need for raised crossing; 	Tube count surveys during school times when the speed limit is 40km/hr, showed speeding to occur, with an 85 th percentile speed of 48km/hr. This treatment will be retained in the final plan.
Austin Road Wombat Crossing (#1)	85%	No objection comments received.	This treatment received a high level of support from the community and will be retained in the final plan.



Proposed Treatment	Level of Support	Community Objection Comments	Response
East Road Parking Removal (#7)	85%	No objection comments received.	This treatment received a high level of support from the community and will be retained in the final plan. This will act as a preliminary treatment and will be monitored to assess if additional parking removal is required.
Belvedere Road Raised School Crossing (#2)	85%	No objection comments received.	This treatment received a high level of support from the community and will be retained in the final plan.

3.4 OTHER COMMENTS

In addition, the community were given the opportunity to provide any additional comments, concerns or recommendations. These are summarised in **Table 4** to be considered in the final LATM plan.

Table 4 Detailed community objections summary

Location/Treatment	Comments / Recommendations
Belvedere Reserve	<ul style="list-style-type: none"> ▲ Cyclists travelling fast along shared path, dangerous for children, dogs etc; ▲ Signage to remind cyclists to slow down would help;
Maple Street Raised Safety Platforms	<ul style="list-style-type: none"> ■ Needs clear signage to inform cyclists and pedestrians that they must give way to vehicles; ■ May be worth adding a raised crossing near McBride St entrance;
Raised Roundabouts	<ul style="list-style-type: none"> ▲ Should be painted around edge to make them easier to see at night; ▲ Should be reduced in size; ▲ Suggest semi-mountable type due to narrow streets;
Speed Humps	<ul style="list-style-type: none"> ■ Prefer solid raised speed humps, not the metal ones such as in Austin Road; ■ Prefer other solutions such as radar speed check signs or centre blisters; ■ Existing speed humps are too low and are not effective at slowing traffic; ■ Speed humps are painful and dangerous for people with medical issues/concerns;



Location/Treatment	Comments / Recommendations
Downs Road	<ul style="list-style-type: none"> Speeding is an issue, especially as many school children walk along the street; Give-way lines required on side streets into Downs Road to ensure they stop and observe through traffic on Downs Road;
Austin Road School Crossing	<ul style="list-style-type: none"> Cars don't notice the crossing and speed past, consider making it more noticeable;
East Road	<ul style="list-style-type: none"> Too many residential developments have been built with inadequate on-site parking causing parking on street; Visibility and access issues along the whole length, not just bends; Existing speed sign needs relocating toward the bend; Parking could be provided on only one side of the road, or as indented parking instead of nature strips;
Frankston Dandenong Service Road	<ul style="list-style-type: none"> Needs further attention;
Bellevue Crescent	<ul style="list-style-type: none"> Speeding is an issue; Speed humps should be implemented;
Centenary Street	<ul style="list-style-type: none"> Place another speed hump between Sussex Cres and Bellevue Cres; Cars parked on both sides of the street, difficult for through traffic to navigate; Also provide line marked speed limit (50);
Elisdon Drive / Centenary Street Intersection	<ul style="list-style-type: none"> The streets are not aligned, causing confusion as to who has right of way



3.5 AUTHORITY / EMERGENCY SERVICES COMMENTS

Along with consultation of residents and the local community, the draft LATM plan was shared with relevant authorities and emergency services for their review and comment, including the Department of Transport, the local fire brigade and local bus service provider. Their responses and comments in regard to the proposed treatments are summarised below.

3.5.1 DEPARTMENT OF TRANSPORT

Correspondence from the Department of Transport (DoT) was received on 15 July 2022. DoT are generally in support of the proposed treatments with a few comments.

DoT prefers that raised pedestrian crossings are not located where buses turn as when one front wheel raises before the other it can cause discomfort and potential falls for passengers. Flexing of the bus chassis can also cause damage.

DoT suggests that if a raised crossing is required in the general location, consideration should be given to relocating the crossing inward from the curve/intersection so that both wheels raise at the same time. Doing so may not align with pedestrian desire lines, however, and landscape treatments could be required to direct people to the crossing point. This may impact streetscape amenity and force some pedestrians to walk further to reach a crossing.

Similar issues can arise with other vehicles making turns, as the uneven raising of wheels could potentially cause instability and affect the driver's ability to safely operate the vehicle (VicRoads, 2019). Where this is an issue, it may be feasible to raise the entire intersection, allowing buses and other vehicles to transition onto the ramp before turning.

AustRoads does not recommend dimensions for raised pedestrian crossings along bus routes but it does recommend dimensions for 'flat top road humps'. These are generally the same form but without the pedestrian priority zebra crossing.

Where it is deemed acceptable to install flat top road humps on bus routes, AustRoads recommends a minimum platform length (parallel to the kerb) of 6m, a platform height of 75 mm, and a ramp gradient of 1:20. This assumes the raised crossing is on a road with relatively flat terrain. The ramp gradient would need to be adjusted if the crossing is on a road with an incline or decline; refer to VicRoads Road Design Note – Raised Safety Platforms (RDN 03-07) for further guidance.

For raised pedestrian crossings, the platform height can be adjusted to suit the height of the kerb (typically 150mm) but must be designed so that buses will not straddle the platform and bottom out. DoT have stated we will not support ramps steeper than 1:20 and recommends a 7m long platform to cater for the wheel span of most 12.5m long rigid buses and articulated buses. It is also important to consider that if the hump is made too flat, drivers might become accustomed to not slowing down as much as they should.

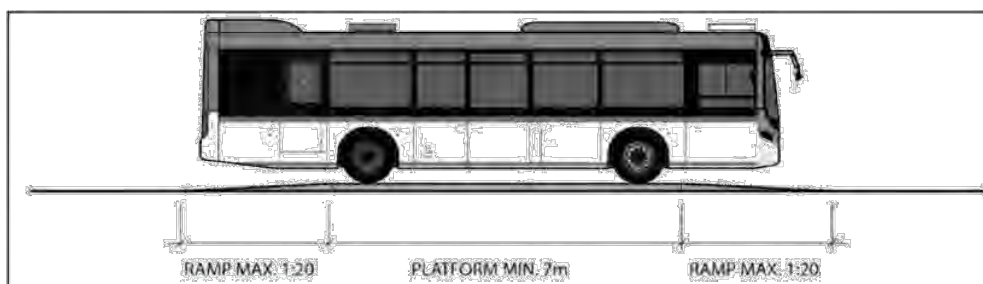


Figure 2 Speed treatment dimensions on bus route

If locating raised crossings near bus stops/interchanges, design kerb outstands so that drivers and pedestrians can see each other without a parked bus blocking the view. There should also be sufficient distance between the bus stop and kerb outstand to allow buses to safely turn out.



3.5.2 LOCAL FIRE BRIGADE

Correspondence was received from Carrum Downs Fire Brigade on 4 July 2022 which informed that Maple Street is CFA's primary area of response and fire services are required to be on scene to an event within 8 minutes of receiving a call. If there are too many obstructions, response time is greatly reduced.

3.5.3 LOCAL BUS PROVIDER

Correspondence was received from Ventura on 11 July 2022 which identified various bus routes operating within the study area and a few notes to consider in the LATM plan.

Bus 779 is a PTV bus that services the area via Henry Crescent, Austin Road, Downs Road, Maple Street and Brunel Road and runs in one direction as seen in **Figure 3**. Other buses in the precinct are school services in the morning and afternoon.

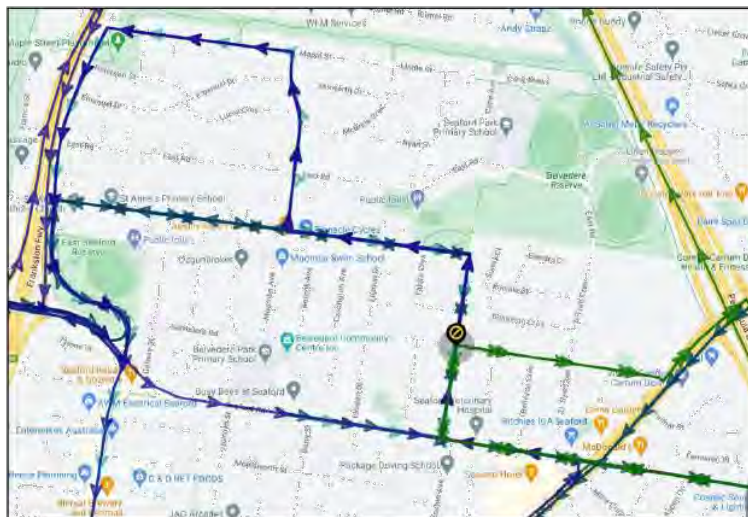


Figure 3 Bus route map

Ventura has provided the following requests to consider:

- Preference for no bump treatment on bus routes. If flat top are to be used, we expect a maximum 75mm height with 1:20 approach and departure ramps with a 6m flat top. The position in relation to intersections or bends needs to be considered so that the bus does not run across at an angle;
- Comfortable with provision of speed cushions (under 1.6m wide) positioned in a straight stretch such that the driver can easily align to clear the bump, with no car parking to block alignment'
- Speed bumps at #11, #23 and #34 Maple Street, at #27 Henry Street. And at #40, #61, #78 Centenary Street to be bus friendly speed cushions as per existing on Austin Road;
- Wombat crossing maximum 75mm height 1:20 approach and flat top 6m;
- The Centenary Street / Henry Crescent raised roundabout to accommodate north south and buses turning to the east;
- The bus stop at 22 Maple Street would need to be relocated away from the raised crossing; and
- Possibly relocate the Peninsula Link Trail crossing location to allow cars to better view pedestrians/cyclists at the crossing when buses are stopped – this is a time point where buses wait for time at this location.

3.6 OTHER NON-LATM COMMENTS

In addition to the comments received relating to the LATM measures, several other comments or concerns were received that are considered to be worthy of further investigation for other safety and operation related project. These often concerned the neighbouring intersections with arterial roads, which are not included within an LATM plan, such as:

- The intersection of Brunel Road and Seaford Road was highly requested to be provided with a right turn arrow onto Seaford Road to accommodate the high traffic volumes and improve the safety of this intersection; and
- Sight line issues at the intersection of Frankston Dandenong Road and Seaford Road for eastbound traffic turning right onto Frankston Dandenong Road;

4 RECOMMENDED FINAL LATM PLAN

4.1 ADJUSTMENTS FROM DRAFT LATM PLAN

Based on the community consultation process, recommendations of Council and further investigations undertaken, the following adjustments to the LATM Plan have been made:

- Removal of the majority of speed humps on Maple Street except for the raised safety platforms;
- Addition of a third raised safety platform on Maple Street, just east of McBride Crescent;
- Removal of the raised roundabouts on Centenary Street; and
- Removal of the changes to parking on Brunel Road, to be replaced by 'Watch for Bikes' signs.

4.2 DETAILED MAP OF FINAL LATM PLAN

The recommended plan is shown in Figure 4. A detailed version can be seen in APPENDIX 2.

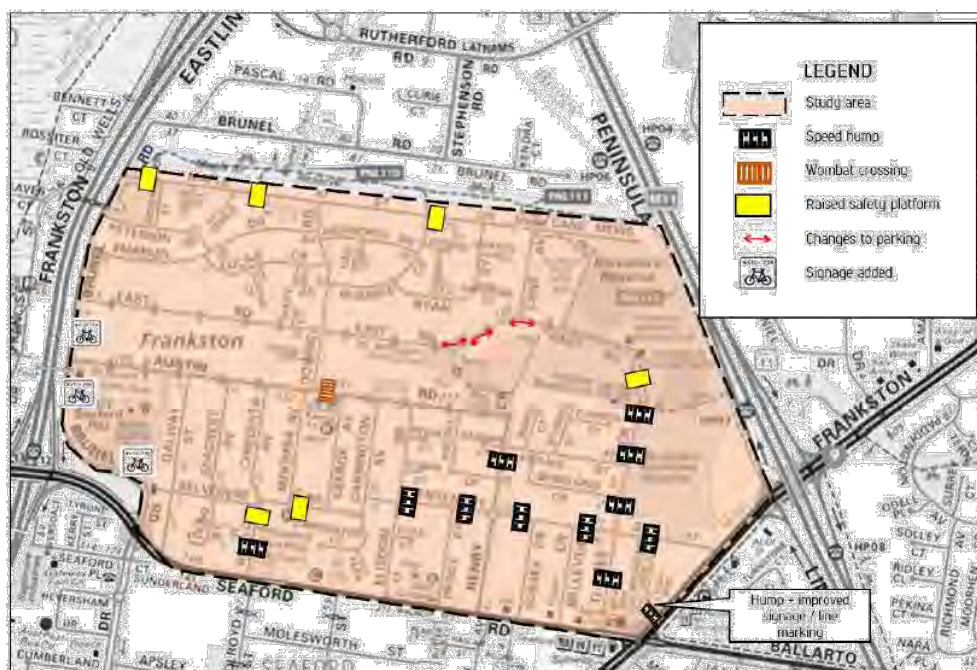


Figure 4 Final Local Area Traffic Management Plan

4.3 OVERVIEW OF TYPES OF LATM TREATMENTS PROPOSED

In order to guide decisions concerning implementation of certain measures, it is important to have a thorough understanding of the potential treatments available to address issues throughout the study area, such as those raised by the local Belvedere precinct community.

The following sections comprise descriptions of several LATM treatments that are considered appropriate for the context of the study area. The sections will also provide the respective advantages and disadvantages of each treatment.

It is noted that these treatments may be considered individually or in combination with one another and that on long stretches of road, it is best to implement a number of treatments to maintain the same profile throughout.

4.3.1 SPEED HUMP

A speed hump is a speed reduction device in the form of a raised curved profile extending across the roadway. Speed humps are typically 70mm to 120mm high, with a total length of three to four metres.

Figure 5 provides an example of a speed hump.

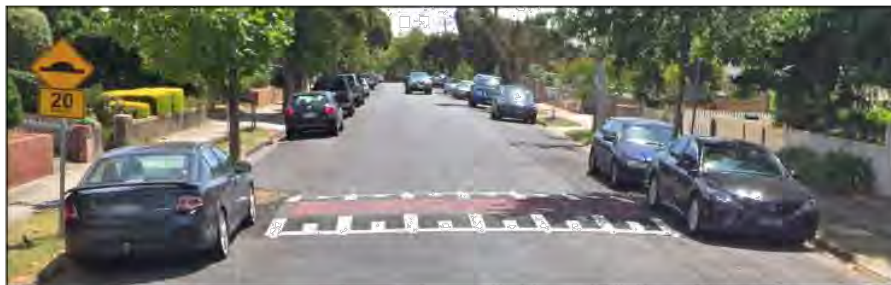


Figure 5 Example of a speed hump (from Nearmap aerial photography)

Advantages:

- Significantly reduce vehicle speeds in the vicinity of the device;
- Can significantly reduce road crashes;
- Relatively inexpensive to install and maintain;
- Discourage through traffic;
- Regulate speeds over the entire length of a street when used in a series; and
- Can be designed to limit discomfort to cyclists.

Disadvantages:

- Traffic noise may increase just before and just after the device due to braking, acceleration and the vertical displacement of vehicles;
- Can divert traffic to nearby streets without LATM measures;
- Can be uncomfortable for vehicle passengers and cyclists; and
- May adversely affect access for buses, commercial vehicles and emergency vehicles.



4.3.2 RAISED SAFETY PLATORMS

Raised crossings are generally in the form of a flat-top speed hump with pedestrian access on the raised flat surface, but do not give priority to pedestrians. The minimum length including ramps is 6m and the desirable height of the platform is 100mm.

They should include kerb extensions and pram ramps to dictate a pedestrian crossing opportunity but do not include zebra line-marking so as to not give priority to pedestrians.

Figure 7 provides an example of a raised crossing treatment.



Figure 6 Example of a raised intersection (from NearMap aerial photography)

Advantages:

- Significantly reduce vehicle speeds in the vicinity of the device;
- Relatively low cost to install and maintain;
- May discourage through traffic and hooning;
- Provide a designated crossing place for pedestrians.

Disadvantages:

- Traffic noise may increase just before and just after the device due to braking, acceleration and the vertical displacement of vehicles;
- Can divert traffic to nearby streets without LATM measures;
- Can be uncomfortable for vehicle passengers and cyclists;
- May adversely affect access for buses, commercial vehicles and emergency vehicles; and
- Require care that ramp markings are not confused with intersection control markings.

4.3.3 WOMBAT CROSSING

Wombat crossings are generally in the form of a flat-top speed hump with a pedestrian crossing on the raised flat surface, giving priority to pedestrians. The minimum length including ramps is 6m and the desirable height of the platform is 100mm.

Figure 7 provides an example of a wombat crossing treatment.



Figure 7 Example of a wombat crossing (from Google Maps Streetview)

Advantages:

- Significantly reduce vehicle speeds in the vicinity of the device;
- Can significantly reduce road crashes;
- Relatively inexpensive to install and maintain;
- Discourage through traffic;
- Reduce vehicle-pedestrian conflicts; and
- Provide designated crossing place for pedestrians.

Disadvantages:

- Traffic noise may increase just before and just after the device due to braking, acceleration and the vertical displacement of vehicles;
- Can divert traffic to nearby streets without LATM measures;
- Can be uncomfortable for vehicle passengers and cyclists; and
- May adversely affect access for buses, commercial vehicles and emergency vehicles.



4.3.4 PARKING REMOVAL

In this case, it is proposed to ban parking on the inside of the curves of East Road to allow vehicles to better view oncoming traffic. This will involve the introduction of 'No Stopping' signs to ban parking on East Road in the locations shown in Figure 8.



Figure 8 East Road parking removal

Advantages:

- Improves sight lines to give-way to oncoming traffic;
- Reduced congestion in the street to allow access for through traffic;
- Improves connection and safety for cyclists.

Disadvantages:

- Reduced supply of on-street parking;
- Parking is diverted to other nearby streets.

4.3.5 SIGNAGE TREATMENTS

It is proposed to introduce signage on Brunel Road in place of the previously proposed removal of parking. This will include 'Watch for Bikes' signage along the eastern side of Brunel Road where the on-street parking occurs within the on-road bike lanes. This will assist to warn drivers that cyclists may ride within the road carriageway to avoid any vehicles parked on-street.

Figure 9 presents a typical 'Watch for Bikes' sign to be introduced.



Figure 9 Watch for Bikes sign

Advantages:

- Improves safety of cyclists on-road;
- Maintains on-street parking capacity;
- Minimal installation and maintenance costs.

Disadvantages:

- Does not physically separate cyclists from vehicles on-road;

4.4 COST ESTIMATES AND TREATMENT PRIORITY LIST

Table 5 outlines the indicative treatment cost and priority of the Final LATM Plan. The estimated costs are indicative only, and have been prepared to assist in developing an implementation plan. The installation costs of traffic management can vary considerably and largely depend on the extent and design of devices. The main components that can typically influence construction costs are the materials used, need for kerb reconstruction, impact on existing drainage, telecommunications pits, and discovery of other underground services e.g gas, water, possible relocation of power poles and extent of landscaping.

In the case of these works, while staging the construction of works is generally necessary due to funding constraints, the staging of works needs careful consideration to minimise the interim impact of treatments on surrounding streets.

In staging the works, Council should have regard to the following considerations:

- The benefits should be immediate and obvious to residents. The staging should appear logical to residents to ensure acceptance of plan;
- Locations where crash problems have been identified should be given a priority;
- Maximum effort should be made to avoid transferring traffic impacts, regardless of their duration;
- Installation should be delayed for treatments which may not be required or may need to be modified depending on the effects of earlier stages; and
- Possible cost savings from grouping devices into a single stage or focusing on one location should be considered, where possible.

The priority of each treatment has been derived using a number of factors to create a priority ranking tool. Factors were allocated a score between 0 and 2, resulting in a priority score for each treatment out of 8 (with 8 representing the highest priority). This was combined with the second community consultation regarding the timing of the treatment, to determine a recommended time of implementation for each treatment where:

- **High** – should be actioned in the short term (1 – 2 years)
- **Medium** – can be actioned in a medium term (2 – 3 years)
- **Low** – can be actioned in the long term (3+ years)

The key factors and its ranking criteria are outlined below:

1. Cost

The cost of each treatment has been approximated based on the cost of construction / implementation only, and thus provides a general assessment of the cost comparison between each treatment. Given the approximated costs the treatments were given a cost score as follows:

- A score of 0 was given for any treatment costing more than \$200,000;
- A score of 0.5 was given for any treatment costing between \$50,000 and \$200,000;
- A score of 1.0 was given for any treatment costing between \$20,000 and \$50,000;
- A score of 1.5 was given for any treatment costing between \$10,000 and \$20,000; and
- A score of 2.0 was given for any treatment costing less than \$10,000.

2. Volume

The score for volume was assessed similarly to cost. For locations where traffic volumes were unknown, volumes were projected from known nearby traffic volumes. The volume score was determined as follows:

- A score of 0.5 was given at locations with volumes less than 5,000 vpd;
- A score of 1.0 was given at locations with volumes between 5,000 and 10,000 vpd;
- A score of 1.5 was given at locations with volumes between 10,000 and 20,000 vpd; and
- A score of 2.0 was given at locations with volumes greater than 20,000 vpd.

3. Speed / Safety

The score for speed / safety aspects of each treatment was assessed based on the existing speed and safety issues at the location of each treatment. As such, locations where safety was flagged as a serious issue in combination with high speeds was given a high score, and locations where speed and/or safety were not a major concern were given a lower score. All scores were assessed with consideration to the impact the proposed treatment would have in addressing speed and/or safety concerns.



4. Overall community feedback

The score for community feedback was assessed based on the community discussions and survey results regarding each treatment and issue that had been collated through the LATM study.

Table 5 Treatment priority and cost summary table

Treatment ID	Treatment type	Location	Cost (estimate only)	Total Score	Priority	Timeframe
1	Wombat crossing	Austin Road	\$33,000	5.3	Medium	2-3 years
2	Raised safety platform	Belvedere Road	\$55,000	3.5	Low	3+ years
3	Parking removal	Brunel Road	\$5,000	5.2	Medium	2-5 years
4	Speed Humps (5)	Centenary Street	\$82,500	4.4	Medium	2-5 years
5	No Parking	East Road	\$5,000	5.9	Medium	2-5 years
6	Speed Hump + Signage	Frankston Dandenong Service Road	\$11,000	4.7	Medium	2-5 years
7	Speed hump	Henry Crescent	\$13,200	4.2	Medium	2-5 years
8	Raised safety platforms (3)	Maple Street	\$165,000	3.8	Low	3+ years
9	Speed humps (4)	Ti Tree Crescent	\$66,000	4.5	Medium	2-5 years
10	Raised safety platform	Ti Tree Crescent	\$55,000	4.3	Medium	2-5 years
11	Raised safety platform	Wicklow Street	\$49,500	4.4	Medium	2-5 years
12	Speed Hump	Wicklow Street	\$13,200	4.7	Medium	2-5 years

*Cost estimates do not include costs associated with replacing existing drainage infrastructure.

Please refer to APPENDIX 3 for additional information regarding the priority ranking and cost estimates of these treatments.



5 SUMMARY AND CONCLUSIONS

The objective of this study was to prepare a Local Area Traffic Management (LATM) plan for the Belvedere Precinct in Seaford, which addresses the main traffic issues in the area and reflects the requirements and expectations of the community.

The LATM study involved extensive consultation with the local community to identify local traffic issues and possible improvements, in conjunction with engineering investigations. Other components of the study included the collection of traffic volume and traffic speed data, as well as an investigation of crash data.

The community consultation component of the study included an online interactive map, surveys and community workshops in order to understand the community's thoughts regarding necessary areas for improvement and opinions on proposed treatments.

The key issues identified in the study generally related to traffic concerns such as high speeds and irresponsible driving, as well as pedestrian safety in the area.

Based on the preceding assessment and community feedback on the proposed Local Area Traffic Management Plan, the next steps are as follows:

- The traffic treatment programs are to be listed in the Capital Work's Program to obtain funding from the Council;
- Council will distribute a letter to the local community advising of the outcomes of the study, including the adopted Final Local Area Traffic Management Plan;
- The implementation of traffic management measures will commence in the next few years. The order of implementation will be based off available funding, resource availability and the priority order outlines within this Final LATM Plan;
- Where necessary, Council will consult with property owners abutting the device locations at the design stage regarding exact locations and design; and
- Following installation, Council will continue to monitor safety and performance, to ensure that any effects caused by the imposed LATM measures are discovered and mitigated against.



APPENDIX 1 COMMUNITY CONSULTATION MATERIALS





Reference: A4691345

Enquiries: [REDACTED] 1300 322 322

<< Property Owner Name >>

<< Street Number and Name >>

<< Suburb VIC Post Code >>

Re: Local Area Traffic Management Study

24 June 2022

Dear Sir / Madam

**BELVEDERE PRECINCT LOCAL AREA TRAFFIC MANAGEMENT STUDY
STUDY UPDATE AND RESIDENT CONSULTATION**

I write to advise you of the progress of the Belvedere Precinct Local Area Traffic Management (LATM) Study. A letter was sent in January 2022 notifying all residents in the precinct of the project. The letter also advised how the community can provide input, and Council sincerely thanks all those who have done so to date.

Frankston City Council have been working closely with SALT, the Resident Traffic Committee, local schools, and the community to develop a draft LATM Plan for the study area. The information collected through a variety of community engagement activities earlier this year, as well as an extensive data collection program, were utilised to identify key traffic issues and potential solutions.

Draft Recommended LATM Plan

The recommended traffic treatments have been considered on an area wide basis to ensure that treatments don't adversely impact on adjacent streets. The objectives of the LATM plan are to:

- Reduce the incidence, severity and potential for vehicle and pedestrian crashes;
- Improve the safety of local intersections;
- Improve the safety of local streets by reducing traffic speeds;
- Discourage non-local through traffic from using lower order residential streets;
- Develop a proposal that addresses traffic concerns raised by the community, while maintaining adequate levels of accessibility for local residents, local businesses and emergency services; and
- Maximise the safety benefits with the available funding, with priority given to reported crash locations and those streets with the greatest level of community concern.

Attached is the draft recommended LATM Plan that summarises the traffic issues identified in the precinct, along with the proposed treatments to address these.



Community Participation

Community participation is essential to help finalise the recommended LATM plan. All community members are strongly encouraged to get involved in one of the following ways:

- **Review the provided draft LATM plan and associated information** available on the **Engage Frankston!** Platform online at <https://engage.frankston.vic.gov.au/belvedere-precinct-LATM> (or use the QR code below).
- **Complete the survey questionnaire** online via the **Engage Frankston!** platform, or complete the hard copy and return to Council's Engineering Services Department by **Friday 15 July 2022**. A 'Reply Paid' envelope is enclosed, or scan and e-mail to EngServices@frankston.vic.gov.au.
- **Attend a Community Drop-in Sessions** – details about virtual and in-person drop in sessions to be scheduled for early July 2022 will be posted on the **Engage Frankston!** platform, please visit the below link where further information will be posted once confirmed: <https://engage.frankston.vic.gov.au/belvedere-precinct-LATM> (or use the QR code below). At the drop-in sessions, attendees will have the opportunity to ask questions about the draft LATM Plan and provide further input into the plan. Please visit the

Following the consultation period, all responses will be collated and used to prepare the final LATM Plan. A report on the Belvedere Precinct LATM Study will be presented to Council for consideration at its Council meeting on **Monday 3 October 2022** along with the final LATM Plan. Prior to the Council meeting, you may request the opportunity to make a submission to Council in relation to the matter if you wish to do so.

Should you have any queries or require further information in relation to the above, please contact [REDACTED], Strategic Infrastructure Engineer at Frankston City Council on 1300 322 322 or [REDACTED], Associate Director at SALT on (03) 9020 4225.

Yours faithfully



COORDINATOR ENGINEERING SERVICES

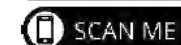
Use your phone camera to scan the QR code and visit the Engage Frankston! Community consultation platform





Draft Local Area Traffic Management Plan – Belvedere Precinct Survey Questionnaire

Please review the draft LATM plan then complete this survey online via the Engage Frankston! platform at <https://engage.frankston.vic.gov.au/belvedere-precinct-LATM> (or by scanning the QR code). Alternatively the completed hard copy can be returned to Frankston City Council's Engineering Services Department using the enclosed Reply Paid envelope, or scan and email to EngServices@frankston.vic.gov.au by **Friday 15 July 2022**.



Contact details (optional): Address: _____ Name: _____ Phone No / or E-mail: _____

What street do you live in? (required) _____

#	Street / Location	Recommended Treatment	Issue / Reasons	Do you support this recommendation? (tick one)		
				Support	Partly Support	Object
1	Austin Road shops	Convert the existing speed hump to a wombat crossing	Give priority to pedestrians; safer pedestrian facility			
2	Belvedere Road school crossing	Covert the existing school crossing to a raised school crossing at #29	Reduce speeds around school crossing points			
3	Brunel Road	No parking along the straight stretch to increase bike lane width, no parking along the bend where parking and bike lanes are currently shared	Multiple community concerns regarding bicycle connections and safety			
4	Centenary Street	Speed humps at #8, #22, #40, #61 & #78	85 th percentile speeds above 50km/hr; to reduce speeds			
5	Centenary Street / Henry Crescent roundabout	Convert to raised roundabout	Community concerns about pedestrian safety; further reduce speeds			
6	Centenary Street / Ti-Tree Crescent roundabout	Convert to raised roundabout	Community concerns about pedestrian safety; further reduce speeds			
7	East Road	No parking on the inside of the bends between Belvedere Park Tennis Club & Belvedere Reserve	Community concerns regarding parking on both sides of the street causing access and visibility issues for through traffic			
8	Frankston-Dandenong Service Road near Mountainview Crescent	Speed hump & improved signage	Multiple community concerns raised regarding safety of complex arrangement; to slow vehicles and ensure they give way to oncoming vehicles			
9	Henry Crescent	Speed hump at #27	Community concerns raised regarding speeding, especially north of Centenary Street			
10	Maple Street	Speed humps at #11, #23, #34, #44, #62 & #68	85 th percentile speeds above 50km/hr; multiple community complaints about speeding			
11	Maple Street	Raised crossing points at Peninsula Link Trail & #22	Community complaints about lack of pedestrian and cycling connections to the Peninsula Link Trail			
12	Ti-Tree Crescent	Speed humps at #13, #21, #31 & #45	85 th percentile speeds over 55km/hr			
13	Ti-Tree Crescent at Belvedere Reserve	Convert speed hump to raised crossing	Community concerns raised regarding pedestrian access and connection to Belvedere Reserve			
14	Wicklow Street school crossing	Convert school crossing to raised school crossing	85 th percentile speed of 48km/hr during school times when the speed limit is 40km/hr; to reduce speeds and improve pedestrian safety			
15	Wicklow Street (#2)	Speed hump	To further reduce speeds			

If you object to any of the above recommendations, please state below why:

Do you have any other comments or feedback to provide on the draft recommended LATM plan?

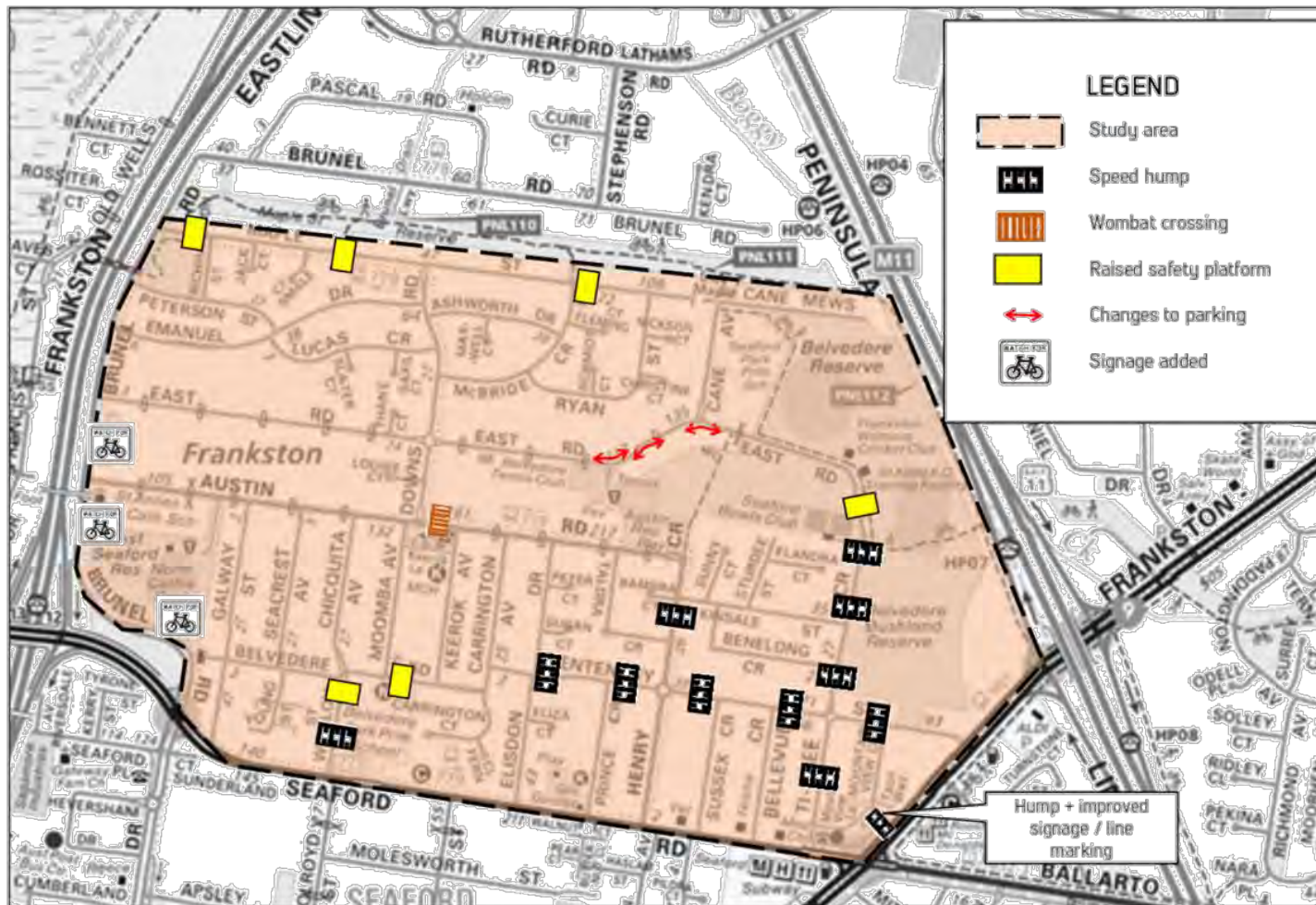
Privacy

Frankston City Council is committed to protecting your privacy. You can choose to respond to this consultation survey anonymously, however you are required to specify your street for your survey to be considered. Any information you provide in your survey response will be shared with SALT Consultants and used to complete this study. Public reports regarding the project will include aggregate responses and not identify individuals. Your personal information will only be used and disclosed as authorised by law. For further information about how Council handles personal information, or to request access to your personal information, see www.frankston.vic.gov.au or contact Council's privacy officer on 1300 322 322. For further information about how SALT Consultants handles personal information, contact SALT Consultants on (03) 9020 4225.

APPENDIX 2 FINAL LATM PLAN



PLANNERS / WASTE ENGINEERS / TRANSPORT PLANNERS / ROAD SAFETY AUDITORS



APPENDIX 3 COST ESTIMATES AND PRIORITY RANKING

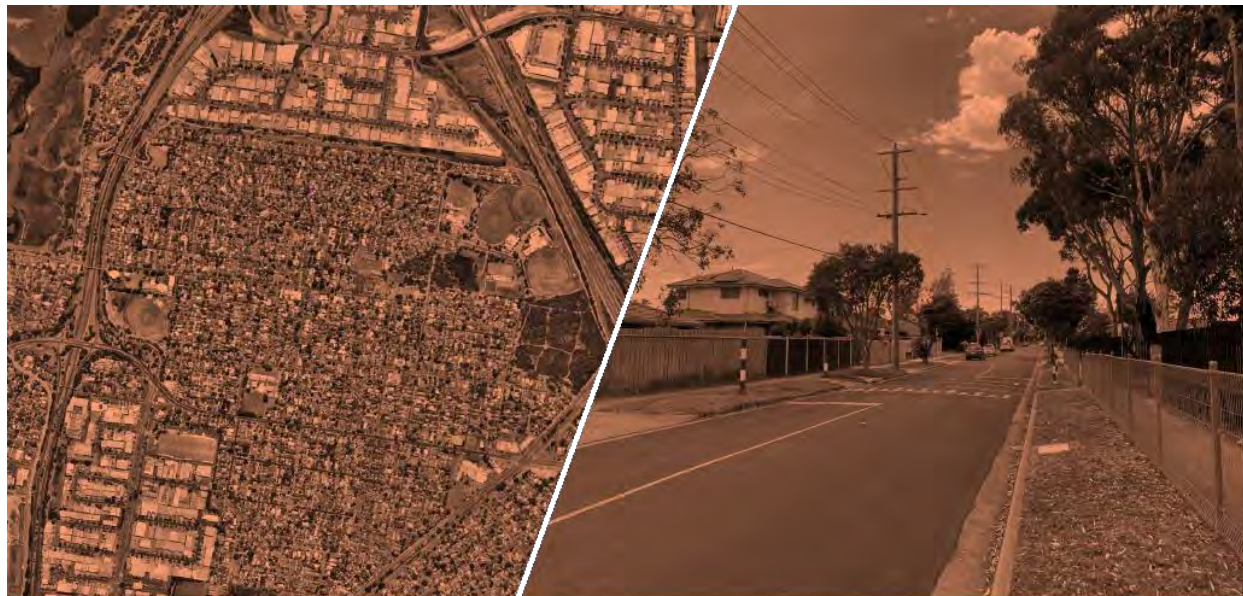


Treatment ID	Treatment Type	Location	Costs			Volume (VPD)	Speed/Safety Score	Community Feedback	Cost Score (2)	Volume Score (2)	Speed Safety	Community Feedback Score (2)	Total Score (/8)	Priority
			Design	Construction	Total									
Austin Road														
1	Wombat crossing	at existing road safety platform (173 Austin Road)	\$ 3,000.00	\$ 30,000.00	\$ 33,000.00	9,000	4.0	85%	1.0	1.0	1.6	1.7	5.3	Medium
Belvedere Road														
2	Raised School Crossing	at existing school crossing (29 Belvedere Road)	\$ 5,000.00	\$ 50,000.00	\$ 55,000.00	5,000	2.0	85%	0.5	0.5	0.8	1.7	3.5	Low
Brunel Road														
3	Watch for Bikes signage	along 1, and 5-9 Brunel Road		\$ 5,000.00	\$ 5,000.00	12,000	1.0	65%	2.0	1.5	0.4	1.3	5.2	Medium
Centenary Street														
4	5 x Speed humps	at 8, 22, 40, 61, 78 Centenary Street	\$ 7,500.00	\$ 75,000.00	\$ 82,500.00	7,900	4.0	63%	0.5	1.0	1.6	1.3	4.4	Medium
East Road														
5	Ban Parking	along 117, 122-124 and 136-140 East Road (inside bends)		\$ 5,000.00	\$ 5,000.00	8,700	3.0	85%	2.0	1.0	1.2	1.7	5.9	Medium
Frankston-Dandenong Road Service Road (Shopping Strip)														
6	Speed hump and signage		\$ 1,000.00	\$ 10,000.00	\$ 11,000.00	3,500	3.0	75%	1.5	0.5	1.2	1.5	4.7	Medium
Henry Crescent														
7	Speed hump	at 27 Henry Crescent	\$ 1,200.00	\$ 12,000.00	\$ 13,200.00	3,500	2.0	70%	1.5	0.5	0.8	1.4	4.2	Medium
Maple Street														
8	3 x Raised Safety Platforms	at 11, 22 and McBride Crescent intersection	\$15,000.00	\$150,000.00	\$165,000.00	2,600	3.0	78%	0.5	0.5	1.2	1.6	3.8	Low
Ti-Tree Crescent														
9	4 x Speed humps	at 13, 21, 31 and 45 Ti-Tree Crescent	\$ 6,000.00	\$ 60,000.00	\$ 66,000.00	8,700	4.0	71%	0.5	1.0	1.6	1.4	4.5	Medium
10	Raised Safety Platform	at existing flat-top speed hump (160 Ti-Tree Crescent)	\$ 5,000.00	\$ 50,000.00	\$ 55,000.00	8,700	3.0	78%	0.5	1.0	1.2	1.6	4.3	Medium
Wicklow Street														
11	Raised School Crossing	at existing school crossing (20 Wicklow Street)	\$ 4,500.00	\$ 45,000.00	\$ 49,500.00	8,300	2.0	79%	1.0	1.0	0.8	1.6	4.4	Medium
12	Speed hump	at 2 Wicklow Street	\$ 1,200.00	\$ 12,000.00	\$ 13,200.00	8,300	2.0	69%	1.5	1.0	0.8	1.4	4.7	Medium
TOTAL			\$49,400.00	\$504,000.00	\$553,400.00									



This page is intentionally left blank





Service. Approachability. Loyalty. Transparency.



MELBOURNE Level 3, 51 Queen Street, Melbourne VIC 3000
+61 3 9020 4225

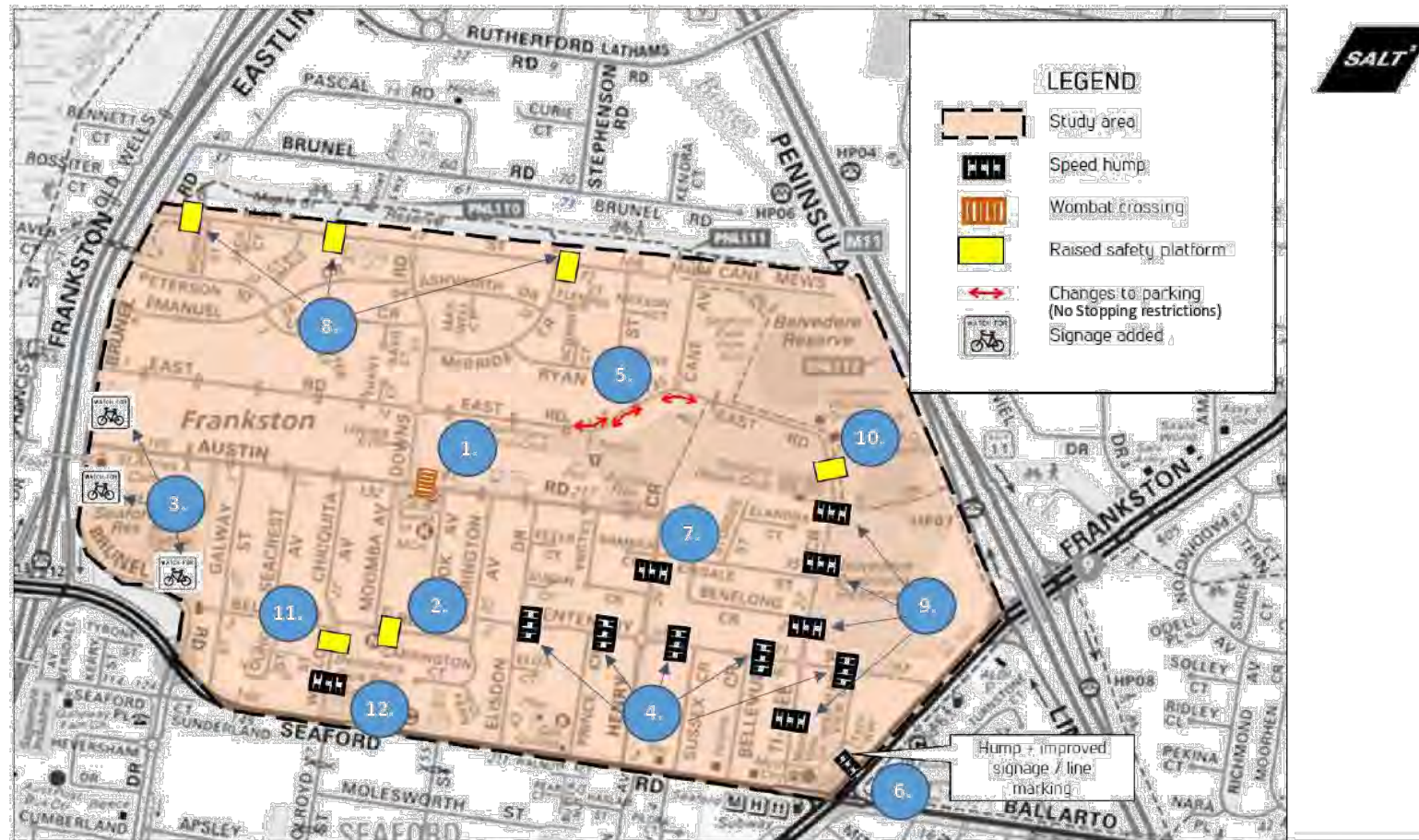
SYDNEY Suite 303/61 Marlborough Street, Surry Hills NSW 2010
+61 2 9068 7995

HOBART Level 4, 116 Bathurst Street, Hobart TAS 7000
+61 400 535 634

CANBERRA 45 West Row, Canberra ACT 2601
+61 2 9068 7995

www.salt3.com.au

FINAL LATM PLAN BELVEDERE PRECINCT, SEAFORD



To be read in conjunction with the implementation plan table for specific location information.

Treatment ID	Treatment Type	Location	Costs			Volume (VPD)	Speed/Safety Score	Community Feedback	Cost Score (2)	Volume Score (2)	Speed Safety	Community Feedback Score (2)	Total Score (/8)	Priority
			Design	Construction	Total									
Austin Road														
1	Wombat crossing	at existing road safety platform (173 Austin Road)	\$ 3,000.00	\$ 30,000.00	\$ 33,000.00	9,000	4.0	85%	1.0	1.0	1.6	1.7	5.3	Medium
Belvedere Road														
2	Raised School Crossing	at existing school crossing (29 Belvedere Road)	\$ 5,000.00	\$ 50,000.00	\$ 55,000.00	5,000	2.0	85%	0.5	0.5	0.8	1.7	3.5	Low
Brunel Road														
3	Watch for Bikes signage	along 1, and 5-9 Brunel Road		\$ 5,000.00	\$ 5,000.00	12,000	1.0	65%	2.0	1.5	0.4	1.3	5.2	Medium
Centenary Street														
4	5 x Speed humps	at 8, 22, 40, 61, 78 Centenary Street	\$ 7,500.00	\$ 75,000.00	\$ 82,500.00	7,900	4.0	63%	0.5	1.0	1.6	1.3	4.4	Medium
East Road														
5	Ban Parking	along 117, 122-124 and 136-140 East Road (inside bends)		\$ 5,000.00	\$ 5,000.00	8,700	3.0	85%	2.0	1.0	1.2	1.7	5.9	Medium
Frankston-Dandenong Road Service Road (Shopping Strip)														
6	Speed hump and signage		\$ 1,000.00	\$ 10,000.00	\$ 11,000.00	3,500	3.0	75%	1.5	0.5	1.2	1.5	4.7	Medium
Henry Crescent														
7	Speed hump	at 27 Henry Crescent	\$ 1,200.00	\$ 12,000.00	\$ 13,200.00	3,500	2.0	70%	1.5	0.5	0.8	1.4	4.2	Medium
Maple Street														
8	3 x Raised Safety Platforms	at 11, 22 and McBride Crescent intersection	\$15,000.00	\$150,000.00	\$165,000.00	2,600	3.0	78%	0.5	0.5	1.2	1.6	3.8	Low
Ti-Tree Crescent														
9	4 x Speed humps	at 13, 21, 31 and 45 Ti-Tree Crescent	\$ 6,000.00	\$ 60,000.00	\$ 66,000.00	8,700	4.0	71%	0.5	1.0	1.6	1.4	4.5	Medium
10	Raised Safety Platform	at existing flat-top speed hump (160 Ti-Tree Crescent)	\$ 5,000.00	\$ 50,000.00	\$ 55,000.00	8,700	3.0	78%	0.5	1.0	1.2	1.6	4.3	Medium
Wicklow Street														
11	Raised School Crossing	at existing school crossing (20 Wicklow Street)	\$ 4,500.00	\$ 45,000.00	\$ 49,500.00	8,300	2.0	79%	1.0	1.0	0.8	1.6	4.4	Medium
12	Speed hump	at 2 Wicklow Street	\$ 1,200.00	\$ 12,000.00	\$ 13,200.00	8,300	2.0	69%	1.5	1.0	0.8	1.4	4.7	Medium
TOTAL			\$49,400.00	\$504,000.00	\$553,400.00									



Executive Summary**12.12 E-bikes trial progress report**

Enquiries: (Patrick Dillon: Customer Innovation and Arts)

Council Plan

- | | |
|----------|--|
| Level 1: | 1. Healthy and Safe Communities |
| Level 2: | 1.3 Encourage active and healthy lifestyles for people of all ages and abilities |

Purpose

To provide Council with an update on progress of the peddle assisted E-bikes trial across the City of Frankston.

Recommendation (Director Customer Innovation and Arts)

That Council:

1. Notes the E-bike progress report, as resolved at its Meeting on 4 April 2022; and
2. Notes a further E-bike progress report will be provided to determine the future of the trial at the January 2023 Council Meeting.

Key Points / Issues

- At its meeting on the 4th April 2022, it was resolved that Council:
 - 2. Notes that a further progress report on the E-bike trial will be presented to Council at its meeting on 3 October 2022.*
- The trial commenced on the 21st of January 2022 with 150 peddle assisted E-bikes deployed across 22 locations within the municipality. The trial is being conducted at no cost to council and will help inform the demand, desire and future requirements for micro mobility and community consultation on the matter.
- The trial runs for twelve months. Upon its conclusion Council will consider its future direction in micro mobility which will include feedback from community consultation.
- There will be a number of possible approaches at the conclusion of the trial;
 - a. Desist with trial and desist with E-bikes;
 - b. Extend trial (for another year or for term of consultation/decision making process); and
 - c. Finish trial and seek a more permanent arrangement for E-bikes.
- The trial has gathered support from local MP's and to date has had overall positive feedback from the community.
- The trial has brought the economic benefit of 12 local jobs to Frankston in the form of 12 ground operators and warehouse mechanics.
- To date (as off the 30th September 2022) there has been:
 - d. 22,402 users signed up to the program;
 - e. 23,660 trips;
 - f. Total distance travelled 57,150 km; and
 - g. 1497 weekly and month passes purchased.

12.12E-bikes trial progress report

Executive Summary

- The number of trips and new users signing up each month has remained consistent after a drop off from the initial launch spike. Winter months typical see less trips due to the weather with an expected increase as we move towards November, December and January.
- Overall, there has been a very positive response and uptake from the community with only minor anti-social behaviour reported in relation to the use of the service.
- Neuron are an engaged vendor and would like to see the service continue past the trial.
- There has been a number of social media threads dedicated to the e-bikes trial with a healthy split between those supportive of Council offering the service and excited to see Frankston trialling innovative solutions and those who are not supportive and report e-bikes as dumped or incorrectly parked.
- In most cases the threads self-regulated with posters correcting misinformation and educating the posters on the benefits of the trial.
- Council officers have also received feedback from a number of residents on the trial with the majority of residents extremely happy with the prompt service response to complaints and or queries. Complaints were centralised around E-bikes being left in a non-parking station area. Once Council officers explained the operating model and that these E-bikes were not abandoned they were supportive of the trial and interested in seeing the final findings and further consultation prior to any long term decisions being made.
- Since launch in January 2022, there has been a total of 80 riding breaches reported to the vendor with 79 of these relating to poor parking at the end of a trip. This translates to ~9 report per month which is on the lower end of the total report volumes when looking at comparable cities.
- Of the 80 breaches 50 emails were sent to users to educate them on good parking practices and encouragingly only one account was suspended in this period.
- Feedback from Victoria Police, Vicinity and Karingal shopping centre has also been positive with no major issues reported.
- Monash Peninsula campus who is a key strategic location and partner in the trial has the following feedback;

“Monash Peninsula campus has been thrilled to be part of the pilot of the Neuron eBikes. Easily accessible spur of the moment transport is a challenge, especially for our 270 (approx) students living on campus. Being able to jump on a bike and head into the Frankston CBD to shop or catch a train has ensured an increased positive student experience. It is obvious to me as I walk around the campus that the bikes are being constantly utilised, given the reduced numbers at our 3 stations throughout the week.

As the pilot has progressed we see the need for the eBike stations to be filled before weekends and whilst this seems to be happening, sometimes it may not be timely, especially before a long weekend.

The only other comment I would have is related to the design of the bikes. The inability of the seat to go down further than it does means it is not accessible to all who wish to use them. Being a very heavy bike, it is critical that riders can touch the ground.

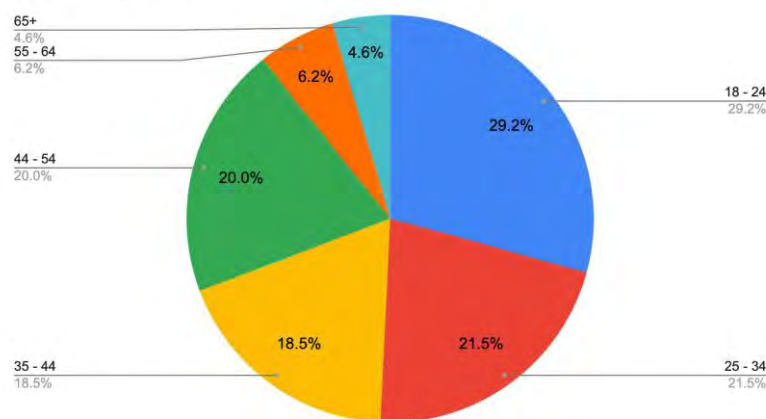
12.12E-bikes trial progress report

Executive Summary

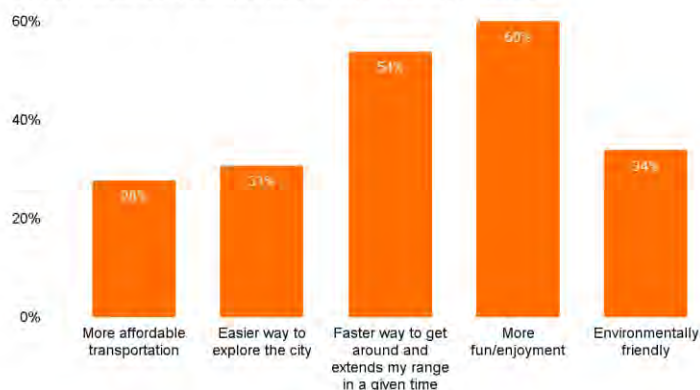
Overall, a very successful initiative and one we hope will continue.”

- A User survey was conducted in June 2022 with the following highlights:
 - h. 65 respondents;
 - i. 98.5% of users believe E-bikes have created a positive impact for the city;
 - j. 44.6% would have used a personal car or booked an uber/taxi if the service was not available;
 - k. 59.9% made a purchase at either the start or end of their trip;
 - l. 54% believed that E-bikes are a faster way to get around and extended their range in a given time;
 - m. 73.9% live within the City of Frankston; and
 - n. 68% to 32% male to female riders.

Age Demographic

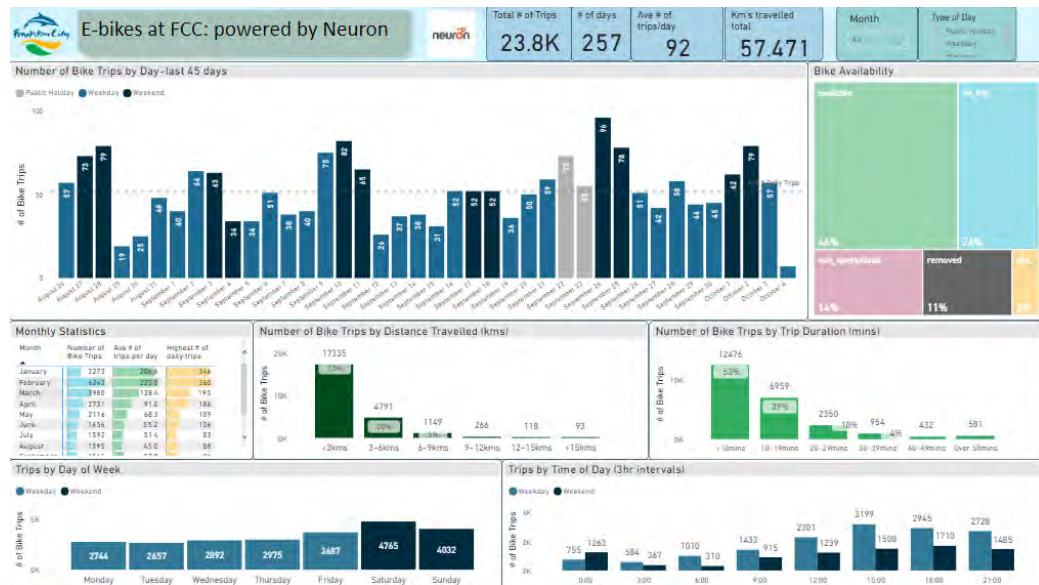


What value do you get most from Neuron e-bikes?



- Data associated with trips has been made available to Frankston. This data has been turned into internal Power Bi Reporting (see screenshot below). This data has also been published to the Transparency Hub as a smart cities story to assist the community with decisions they might need to make.

12.12E-bikes trial progress report

Executive Summary

- The trial was submitted for the Premier Sustainability Awards and did make it through the first round of shortlisting.
- The trial was also submitted to MAV tech under the Partnerships category for their annual excellence awards and was 'Highly Commended'.

Financial Impact

There are no financial implications associated with this report.

Consultation**1. External Stakeholders**

Council officers have consulted with a range of key stakeholders including Victoria Police, Vicinity, Karingal Shopping Centre, Monash University and Peninsula Health.

2. Other Stakeholders

Council officers have consulted with the key internal stakeholders who were also part of the internal group that worked on the E-Bike trial. This group would also form a key part of the ongoing working group for the trial.

Analysis (Environmental / Economic / Social Implications)

The expected economic benefits include but are not limited to:

- Improved north/south and east/west connectivity connection to strip centres and Frankston foreshore;
- Creation of a further 12-15 local jobs (subject to fleet size and demand) to help manage the ground and warehouse operations;
- Reduced financial costs relating to reliance on owning and running multiple private vehicles;
- Flexible transport options for businesses and employees;

12.12E-bikes trial progress report**Executive Summary**

- Cost effective commuter transport options, particularly for low-income earners and students, from both improved east/west connectivity to north/south public transport corridors; and
- Reduced demand on on-street parking at strip centres which promotes easier access for people outside short trip catchment area.

The expected community and social benefits would:

- Provide a safer option for pedestrians traveling between key community education, health and shopping hubs during low light times of day; and
- Make key community health and education infrastructure more accessible and connected.

The expected environmental benefits include:

- A strong environmental benefit delivered from the trial of e-scooters, driven by their low emission nature. From rider research conducted by the vendor, E-bike trips often replace car journeys 40-45%. Across a 12 month trial of 150 E-bikes this would be an estimated 50,000 km of car trips replaced, based on average E-bike usage seen across the trial site.

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

No legal matters relate to this report.

Policy Impacts

No Council policies relate to this report.

Officer's Declaration of Interests

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

Risk Mitigation

Working closely with Neuron mobility a thorough risk assessment was undertaken prior to the commencement of the trial. This risk assessment directly feed into a subsequent agreement for the supply of commercial E-bikes for the trial period including such categories as rider safety, pedestrian safety and privacy obligations

Conclusion

Council's support of the current E-Bike trial has had very encouraging adoption and success as an alternative transport option within Frankston City.

ATTACHMENTS

Nil

Executive Summary**12.13 Response to Petition – Renewal of Little Olly’s Permit**

Enquiries: (Angela Hughes: Communities)

Council Plan

Level 1: 5. Thriving Economy

Level 2: 5.5 Leverage the emerging connection between Frankston City’s café and dining culture through the revitalisation of public spaces

Purpose

To respond to the petition regarding renewal of Little Olly’s Licence at the Oliver’s Hill Boat Ramp.

Recommendation (Director Communities)

That Council:

1. Notes a petition was tabled requesting Council to extend Little Olly’s Licence at the Oliver’s Hill Boat Ramp and overturn the decision to allow another food truck operator to do same;
2. Recognises the work undertaken in the week ending 7 October 2022 to create a solution whereby three food truck operators will activate the Oliver’s Hill Boat Ramp – via food and coffee trucks - until December 2023;
3. Notes the Little Olly’s and Cripps Fish and Chips will occupy their previously Licenced sites at the Boat Ramp until December 2023, where they will be joined by Mercetta from 1 December 2022 until December 2023;
4. Notes that the Head Petitioner has been notified of this outcome through discussions with Council in the week ending 7 October 2022 and that a formal response to the Head Petitioner is not required; and
5. Acknowledges that officers will undertake a comprehensive review of the ‘Do It Outdoors’ Guidelines - including consultation and identification of new sites for activation - prior to the next Expression of Interest being released to activate sites across the municipality.

Key Points / Issues

- At the meeting on 4 October 2022, Council received a petition from Carl Ashdown containing 132 signatures. The petition requested:
“We the undersigned hereby petition Frankston City Council renewal of Little Olly’s trading permit at Frankston’s Oliver’s Hill Boat Ramp from 1 November 2022 onwards. Reconsider and overturn current decision to have new vendor start November 1 2022.”
- While the petition refers to a trading permit, the correct terminology is Licence. Issued by Council, the Licence allows a food/drink truck to operate from a designated area.
- Council officers met with the Little Olly’s business owners on 4 October 2022 to discuss their desire to remain on site and feedback that they had about the Expression of Interest (EOI) process that Council ran in August 2022 seeking an operator to activate the licenced space at this site for a 12-month period. This period was to start after 30 September 2022.
- Following this meeting and others held in the week of 3 October 2022, Council officers have agreed to extend Little Olly’s Licence at the Oliver’s Hill Boat to December 2023.

12.13 Response to Petition – Renewal of Little Olly's Permit**Executive Summary**

- Three Licenced areas will now be made available at the Oliver's Hill Boat Ramp for three food trucks to occupy. These areas will be occupied by existing operators Little Olly's and Cripps Fish and Chips, and new operator Mercetta – who was the successful applicant following the recent EOI. Mercetta will begin on site on 1 December 2022. All three food trucks will be licensed until December 2023.

- **Financial Impact**

Each operator will pay a Licence Fee to Council, which is a commercial in confidence sum.

Other costs to Council can be absorbed within the operational budget.

Consultation**1. External Stakeholders**

The food truck operators being Little Olly's, Cripps Fish and Chips and Mercetta.

While DELWP is responsible for the Crown Land upon which the Oliver's Hill Boat Ramp sits, Council is the Committee of Management able to issue Licences for temporary activations.

2. Other Stakeholders

Internal Council departments involved in the decision comprised:

- City Futures (Economy, Investment and Activation)
- Property, Procurement and Risk
- Governance
- Community Relations
- Infrastructure and Operations

Analysis (Environmental / Economic / Social Implications)

Nil

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

Nil

Policy Impacts

The temporary activation of the Oliver's Hill Boat Ramp accords with Priority 5.5 of the Council Plan, which seeks to 'leverage the emerging connection between Frankston City's café and dining culture through the revitalisation of public spaces.' This is in part achieved by embedding place making and activation programs into key precincts like Oliver's Hill Boat Ramp.

Officer's Declaration of Interests

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

12.13 Response to Petition – Renewal of Little Olly's Permit**Executive Summary****Risk Mitigation**

This matter has been thoroughly investigated in coming to the decision to allow Little Olly's Licenced to be extended.

Conclusion

Officers have determined that Little Olly's Licence over an area at the Oliver's Hill Boat Ramp should be extended until December 2023 to enable their coffee van to continue operating from this site.

ATTACHMENTS

Nil

Executive Summary**13.1 Response to 2022/NOM9 - Nature Strip Guidelines**

Enquiries: (Brooke Whatmough: Communities)

Council Plan

- | | |
|----------|---|
| Level 1: | 3. Sustainable Environment |
| Level 2: | 3.5 Increase opportunities to experience native flora and fauna |

Purpose

To brief Council on the current guidelines and compliance in relation to planting on nature strips and seek Council adoption of the *Nature strip planting guidelines – October 2022*.

Recommendation (Director Communities)

That Council:

1. Adopts the *Nature strip planting guidelines - October 2022*;
2. Notes the current controls and compliance process in place to enforce the *Nature strip planting guidelines - October 2022*; and
3. Support the removal of fees for nature strip planting permit applications with future considerations to be subject to review in the annual budget planning process.

Key Points / Issues

- At the 15 August 2022 Council Meeting, Councillor Sue Baker tabled a Notice of Motion regarding Council's Nature Strip Guidelines. Council resolved:
"That Council seeks a report to the October 2022 Council meeting on the 'Nature strip planting guidelines (DRAFT)', updated in 2021, to address current controls and compliance with Frankston City Council requirements and Local Laws in relation to planting on nature strips."
- At the 28 June 2021 Council Meeting, Councillor Liam Hughes tabled a Notice of Motion regarding 2021/NOM5 – Greening of Residential Nature-strips which prompted a review of the current guidelines *Development Planting within Road Reserves August 2009*.
- The revised *Nature strip planting guidelines* (the Guidelines) was published on Council's Engage Frankston website page between 20 October 2021 and 5 November 2021, inviting the public to provide feedback on the changes. Council received 109 responses from the community, with 75% of submissions supporting the changes and 83% of responses advising that they found the guidelines easy to follow.
- Feedback gathered during the community consultation period suggests that the fee is a deterrent to applying for a permit. This potentially results in residents not undertaking any improvements to their nature strips, or undertaking planting without a permit that often does not comply with the requirements in the guidelines.
- Council receives a small number of annual applications for nature strip planting, with five (5) applications received in 2021 and 25 application received in 2020 resulting in an income of \$4,800.
- It is anticipated that simplification of the Guidelines and removing the current application fee of \$164.50 will result in a better understanding of the safety requirements for planting and potentially a greater uptake of permits and

13.1 Response to 2022/NOM9 - Nature Strip Guidelines

Executive Summary

therefore a reduction in the number of non-permitted and non-compliant nature strips. The permit process is still required to ensure safety requirements and ongoing maintenance is met by the permit holder.

- Below at Table 1 is an outline of nature strip planting requirements for neighbouring Councils:

Council	Fee	Condition
Mornington Peninsula Shire	\$73 to \$350	Depends on size of nature strip.
City of Casey	N/A	No approval required if planting is in accordance with Nature strip Guidelines.
City of Greater Dandenong	N/A	No approval required if planting is in accordance with Nature Strip Guidelines (General local Law 2021)
City of Kingston	N/A	No approval required if planting is in accordance with Nature Strip Guidelines (Community Local Law 2015).
Bayside City Council	N/A	No approval required if planting is in accordance with Nature Strip Guidelines.
Cardinia Shire Council	N/A	Permit required.

- It is a requirement of *Council's Community Local Law 2020 - Clause 3.21 Nature Strips* to obtain a permit to landscape Council land and a requirement of the *Road Management Act 2004* to obtain written consent of the coordinating road authority.

A person must not without a permit:

(a) plant or remove vegetation from a nature strip or undertake any landscaping on a nature strip, road or municipal place;

- The permit process enables Council to place conditions on any plantings in relation to type, size and species. It also protects public safety through prohibiting physical construction that may be a hazard, such as rocks, timber sleepers and edging, and by ensuring that planting do not obscure sight lines for motorists and pedestrians. These requirements are clearly defined in the revised Guidelines.
- A permit ensures that the applicant is responsible for ongoing maintenance and upkeep of the planting and (if necessary) allow Council to require the removal of inappropriate or poorly maintained planting.
- The *Nature strip planting guidelines – October 2022* require adoption to ensure that the permits issued and any enforcement of any non-compliant nature strips have regard to the adopted guidelines pursuant to *Community Local Law 2020 - Clause 3.21 Nature Strips*.
- It is the role of Council's Asset Protection Officer - Engineering Services to issue nature strip permits and undertake any enforcement action including 'Notice to Comply' against non-compliant planted nature strips.

13.1 Response to 2022/NOM9 - Nature Strip Guidelines**Executive Summary****Financial Impact**

There are financial costs, however, these costs can be accommodated within existing budgets.

In 2021, five (5) applications for nature strip planting were received and in 2020, 25 applications received, which generated approximately \$4,800 in income across the two (2) years.

By removing the fee, there is the potential for an increase in permit applications (48.57% of respondents advising that they would apply for a permit under the new process) without the corresponding income. However, given the current low number of applications and the bench marking undertaken against other Councils (only one (1) of six (6) charge a permit fee), it is considered reasonable to not charge a fee.

It is anticipated that any additional permits or enforcement required as a result of the changes to the Guidelines can be accommodated for within the current role of the Asset Protection Officer - Engineering Services.

Consultation**1. External Stakeholders**

The consultation period ran from 20 October to 5 November 2021 and was undertaken via the Engage Frankston platform, which was promoted through FCC social media and the Environews digital newspaper and 109 submissions were received.

Gardens for Wildlife volunteer guides collectively raised concerns about the current application process and guidelines. Meetings and discussions were had with the members on how the process could be improved to encourage more residents to undertake compliant works within their nature strips which has formed part of the Guidelines.

2. Other Stakeholders

Internal consultation was undertaken in 2021 with the Environmental Policy and Planning, Engineering Services, Operations and Governance departments. A specific focus was on how improvement can be made to clarify the requirements and make the application process more accessible.

Analysis (Environmental / Economic / Social Implications)

Well maintained nature strip plantings with appropriately selected species provide valuable environmental services such as collecting and slowing water, providing food and habitat to wildlife, as well as proving aesthetic enhancement to urban streetscapes.

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

A nature strip is part of the road reserve and considered part of the road under the *Road Management Act and Road Safety Act*. Council needs to ensure that any works are consistent with the requirements under these Acts, including ensuring public safety and access on nature strips and allowing service authorities access to nature strips for which they currently have rights,

13.1 Response to 2022/NOM9 - Nature Strip Guidelines**Executive Summary**

A permit for nature strip planting is a requirement under Clause 3.21 of Council's *Community Local Law 2020*.

Policy Impacts

The need to create a more user-friendly document was included in Council's *Urban Forest Action Plan* as a medium term action (M.9) to *Review the Development and Planting within Road Reserve guidelines* and explore opportunities to *improve the biodiversity, health and wellbeing benefits of planting within the nature strip*.

Officer's Declaration of Interests

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

Risk Mitigation

- Increase in costs occurred by Council due to waiving of fees and potential subsequent increase in nature strip planting applications requiring processing will be minimised by implementing a 'self-comply' process.
- Any increase of public hazards caused by inappropriate nature strip treatments (built structures, unapproved plantings etc.) to be avoided by clear guidelines and the 'self-comply' application process.

Conclusion

The revised *Nature Strip Planting Guidelines October 2022* provide clearer guidance to residents considering alternative landscape treatments to the traditional fully-grassed nature strips. Residents and/or property owners are required to adhere to these guidelines when undertaking any modification to the nature strip to ensure safety requirements such as line of sight, access for pedestrian and service providers, and protection of assets are considered and maintained in the design.

The removal of the existing permit fee will result in small loss of income to Council, but will provide a more streamlined process with the aim to increase compliance with the guidelines (reducing the need for enforcement) and for Frankston City Council process to align with processes of neighbouring Councils.

The revised *Nature Strip Planting Guidelines October 2022* require adoption to ensure that permits and enforcement of any non-compliant nature strips can have regard to the adopted guidelines under *Community Local Law 2020 - Clause 3.21 Nature Strips*. If the revised guidelines are not adopted, the current guidelines *Development Planting within Road Reserve – August 2009* will remain.

ATTACHMENTS

Attachment A: [↓](#) Nature strip planting guidelines - October 2022

13.1 Response to 2022/NOM9 - Nature Strip Guidelines
Officers' Assessment**Background**

- At its meeting on 15th August 2022, Councillor Sue Baker tabled a Notice of Motion regarding Council's Nature Strip Guidelines. Council resolved:

"That Council seeks a report to the October 2022 Council meeting on the 'Nature strip planting guidelines (DRAFT)', updated in 2021, to address current controls and compliance with Frankston City Council requirements and Local Laws in relation to planting on nature strips."

This followed on from Councillor Liam Hughes Notice of Motion that was tabled at the 28 June 2021 Council meeting, regarding 2021/NOM5 –Greening of Residential Nature-strips which prompted a review of the current guidelines *Development Planting within Road Reserve - August 2009*. The revised Nature Strip Planting Guidelines were developed but not adopted at the 6 December 2021 Council Meeting.

The nature strip is an area of public land between the property boundary and the kerb (excluding any public footpath or pavement). A nature strip is part of the road reserve and considered part of the road under the *Road Management Act and Road Safety Act*.

A nature strip plays an important role in beautifying our streets and other environment benefits such collecting rain water, proving shade and shelter to wildlife and pedestrians; and providing green corridors and habitat stepping stones across the landscape for local native wildlife.

A nature strip is created from the land remaining from construction of road, path and drainage assets, and has a number of functions. The land is set aside for the provision of essential services, such as telephone, gas, water, sewerage, drainage and electricity as well providing an area for waste collection services, and clearances for entry and exit from motor vehicles parked on the road for passengers, prams and wheelchairs.

Issues and Discussion

There is growing interest within the community to plant within nature strip areas as an extension to home gardens or to enhance the streetscape. The majority of nature strips in the municipality are grass, but some residents desire to plant out their nature strip or provide an alternative surface finish such as gravel. In these circumstances residents must obtain a permit from Council.

Residents wishing to submit an application for planting within their nature strip have raised concerns with Council officers that the fee and terminology within the document guiding this work; *Development Planting within Road Reserve – August 2009* is a deterrent. It is hoped that a simplified approach to nature strip planting will not only make it easier for residents to appropriately plant on the nature strip but may also reduce unauthorised planting.

The values of nature strip planting, increasing interest and the need to create a more user-friendly document was acknowledged within the *Urban Forest Action Plan* as a Medium term action (M.9) to Review the 'Development and Planting within Road Reserve guidelines' and explore opportunities to improve the biodiversity, health and wellbeing benefits of planting within the nature strip".

The *Nature strip planting guidelines – October 2022* has been revised to:

- provide clarity about the process;
- clearly articulate why a permit is required;
- detail the values that greening our nature strips can bring to the community and environment; and

13.1 Response to 2022/NOM9 - Nature Strip Guidelines
Officers' Assessment

- includes a revised planting list and clear diagrams to demonstrate planting restrictions.

Based on feedback from the community the following criteria has been simplified to improve understanding, planting opportunities and to remain consistent with *Council's Road Management Plan* (RMP):

- Reducing kerb setback from 1m to 600mm;
- Planting height across nature strip to be 500mm maximum amended from 300mm outer edge and 600mm centre plantings; and
- Removing the requirement to supply a plan/sketch of the planting area with the permit application.

The revised document highlights the needs for public safety and access for service authority and provides guidelines to ensure this is maintained. A critical requirement for applicants will be to obtain details of all service authority assets prior to commencement of any work. This information is obtained from Dial Before you Dig (www.1100.com.au) and is free of charge. There may be instances where a permit will not be approved by Council due to public safety or service authority considerations.

- **Street tree planting**

The nature strip planting permits do not allow residents to plant street trees as street tree planting remains the responsibility of Council. However, residents are able to request a new street tree be planted on their nature strip. Council will review the planting location and consider the request to be included in the following planting season by Council.

- **Edible gardens**

During consultation, a number of community members raised the desire to plant edible plants within the nature strip. The revised Guidelines are clear that edible gardens are not supported on nature strips due the following:

- A harsh environment, the maintenance and nutrient demands of vegetable planting is very high often resulting in nature strips that are not maintained to a visually appealing standard and an increase in dissatisfaction from neighbouring residents;
- increased exposure to roadside traffic to the resident while maintaining an edible garden;
- Edible gardens have a greater need for cultivated soils which is not always compatible with any assets that the nature strip may support; and
- risk of air and soil pollution in some areas (high risk of contamination from dogs).

The Guidelines were published on Council's Engage Frankston website between 20 October 2021 and 5 November 2021, inviting the public to provide feedback on the changes. Council received 109 responses from the community, with 75% of responses supporting the changes and 83% advising that they found the guidelines easy to follow.

In 2021, five (5) applications for nature strip planting were received and in 2020, 25 applications received, which generated approximately \$4,800 in income across the two (2) years.

By removing the fee, there is the potential for an increase in permit applications without the corresponding income. However, given the current low number of applications and

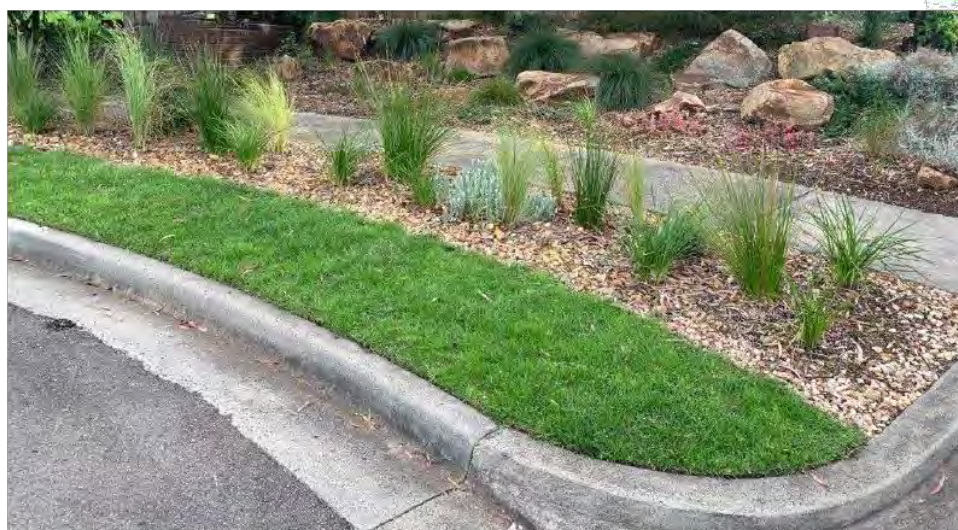
13.1 Response to 2022/NOM9 - Nature Strip Guidelines**Officers' Assessment**

the bench marking undertaken against other Councils (only one (1) of six (6) charge a permit fee) this would be adequately resourced within the current position.

Feedback gathered during the community consultation period suggests that the fee is a deterrent to applying for a permit. This potentially results in residents not undertaking any improvements to their nature strips, or undertaking planting without a permit that often does not comply with the requirements in the guidelines.

Options Available including Financial Implications

There are no financial implications associated with the report.



Nature strips create local character, wildlife habitat and contribute to our city's social health and support many essential functions. To apply for a permit to plant on your nature strip, follow the requirements detailed in this document.

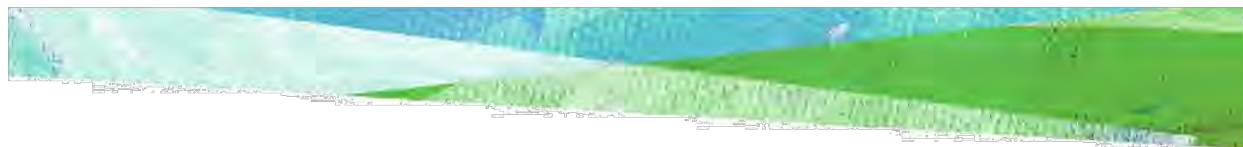
What is a nature strip?

The nature strip is the area of public land between the property boundary and the road kerb/shoulder and it does not include the footpath, kerb or driveway.

The *Road Management Act 2004* and the *Road Safety Act 1986* consider the nature strip to be part of the road reserve. They need to maintain safe visibility for pedestrians, vehicles and cyclists especially at intersections and driveways.

Nature strips have many essential functions such as:

- Provide a buffer between the private residence and the public roadway.
- Provide services; such as telephone, gas, water, NBN, sewerage, and electricity and light posts.
- Location for household rubbish, recycling and green bins.
- Safe access for postal and service maintenance staff.
- Safe access for passengers (including prams and wheelchairs) to parked vehicles.
- Provide locations for public bus stops.



What are the benefits of a nature strip?

Nature strips offer a range of environmental and social benefits and help create a safer, more attractive and healthier environments for people to live and work within. They provide space for canopy trees that improve the amenity and walkability of our streets. Canopy trees also help to cool urban areas in the warmer months. Well maintained nature strips create local character, which benefits property owners and businesses.

Nature strips planted with local species provide shelter and food for local wildlife and can act as important green corridors linking natural reserves to help wildlife move across the landscape.

This grass area allows air and rainwater to be absorbed into the soil which improves soil condition, promoting the healthy growth of street trees. It also reduces the amount of storm water runoff and pollution entering our waterways.

Who is responsible for maintaining nature strips?

Frankston City residents

Council recognises and encourages the contribution of residents and the important role that they play in providing basic maintenance of nature strips, such as mowing or sweeping. All other works, in the roadway, nature strip or footpath requires the approval of Council under an Asset Protection Permit.

For further information refer to:

<https://www.frankston.vic.gov.au/Planning-and-Building/Roads-and-Infrastructure/Infrastructure-permits-and-applications/Apply-for-an-asset-protection-permit>

Frankston City Council

Council is the responsible authority of all nature strips within the municipality, however there is an expectation that residents will maintain nature strips to present a neat and tidy street frontage.

Council does not carry out maintenance such as mowing or herbicide application where a nature strip adjoins a private property. We will take the necessary steps to remediate any hazards that pose a risk to public safety on a nature strip.

Council plants, prunes and maintains all street trees but residents are encouraged to help support the health of street trees by watering trees on their nature strips, especially in dry conditions. (Refer to 'What about Street Trees?').

Service Authorities

Nature strips often contain underground services such as drainage, gas, NBN, etc. which may need upgrading or repair or by the relevant Service Authority and the installation of new services may also be required. Service Authorities have a statutory right to use the road reserve to provide these services for the community.

Plants installed by the resident may be removed by the Service Authority in order to access the underground infrastructure. The Service Authority is only required to reinstate the nature strip to normal conditions, such as filling holes and sowing with grass seed.





What about street trees?

Council plants, prunes and maintains all street trees and residents are not permitted to plant, prune or remove street trees. This is due to the complexities of street tree species selection, ongoing maintenance requirements and the risk of damage to essential services. We are also responsible for pruning street trees under relevant maintenance specifications and has allocated budgets for these operations.

When planting beneath an existing street tree, it is important to avoid damage to sensitive tree roots by using hand tools to dig planting holes and avoid planting within 500mm of the trunk of street trees. Select alternative locations for plants to avoid damage to any significant roots (>30mm).



To request a street tree, please contact Council on 1300 322 322 or via <https://www.frankston.vic.gov.au/Environment-and-Waste/Environment/Trees>

What options are available for planting on nature strips?

Mown grass nature strips are the most common form of nature strip treatment in Frankston City. They provide a low maintenance nature strip and are compatible with other purposes of nature strips.

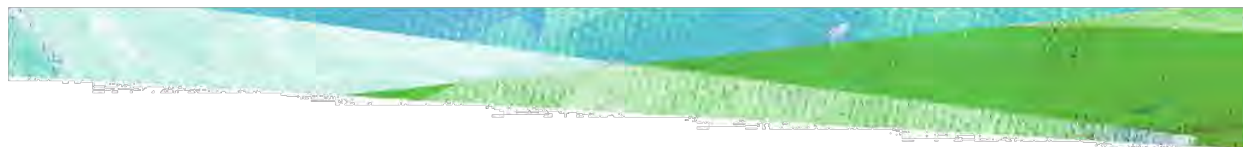
An alternative to grass is a planted and mulched nature strip which provides a soft and visually pleasing alternative when it is well maintained.

This treatment involves the use of the nature strip as a garden bed with it being planted with low growing (preferably indigenous or native) plants and mulched. This is often done to create a wildlife friendly extension of the home garden and remove the need to mow the area.

Council supports appropriate plantings on the nature strip as long as access for essential services and public safety can be maintained.

Any costs associated with planting and ongoing maintenance of nature strip improvements is the responsibility of the resident.

When an alternative approach is undertaken, the treatment must still allow for the safe passage of pedestrians and clear visibility as specified within the checklist below (refer to 'When is a permit required?').



Council requirement checklist

- ☐ If there is no existing concrete footpath, a minimum width of 1.5m is to be kept clear to allow for pedestrians.
- ☐ No plantings taller than 25mm are to occur within 600mm of the roadway kerb, to allow access to and from vehicles. This area may be mulched, mown lawn or groundcover plants that can withstand foot traffic.
- ☐ Plants are to be maintained at or below a height of 500mm (excluding 600mm clearance area from the kerb) to maintain visibility for the safety of pedestrians and road users.
- ☐ Hard landscaping elements such as rocks, timber, retaining walls, and ornaments must not be used due to possible hazards to the public.
- ☐ Only organic mulches may be used. Mulch must be kept stable and contained within the nature strip. Mulch materials larger than 25mm must not be used. No dyed mulches should be used.
- ☐ Avoid planting within 500mm of street trees, to minimise risk of damaging roots
- ☐ Plantings must not obscure or restrict access to existing infrastructure such as service pits, power poles and water valves. In particular there must be no obstruction of fire hydrants and fire plugs.

- ☐ Service authority asset location must be obtained prior to any planting. This can be easily obtained from Dial Before You Dig www.1100.com.au
- ☐ No digging beyond what is required to remove existing weeds or install plant stock is allowed (hand tools only, no mechanical excavation permitted).

Before approval is sought, contact Dial Before You Dig at www.1100.com.au to determine the location of underground services within the nature strip area.

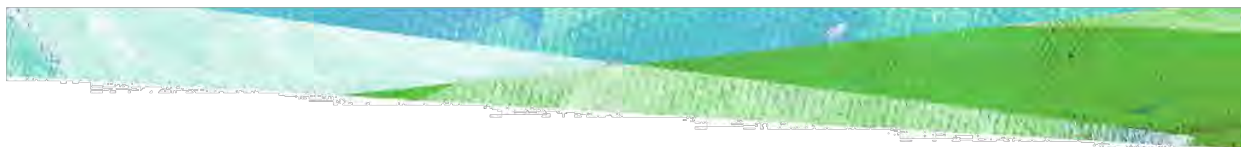
Care must be taken when working near services to prevent personal injury. Any damage and resulting costs incurred to services caused by works remain the responsibility of the permit holder.

Plant selection

Indigenous or native species are preferred as they are often the most drought resistant, low maintenance options, and provide biodiversity benefits. No planting of environmental weeds is to occur.

When selecting plants, consider their hardiness and if they are easy to maintain, as nature strips often have harsh growing conditions. Plants with a mature height less than 500mm will require less frequent pruning.

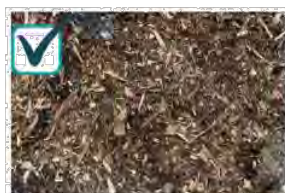
Avoid selecting species which are spiky or could otherwise cause harm to members of the public.



Preparing for planting

Take the following into consideration when preparing your nature strip for planting;

- Remove existing grasses/weeds with the use of herbicides (follow manufactures directions) or by preferred manual methods such as hand pulling, scalping with a lawn mower or using hand tools.
- No machinery (other than a domestic lawn mower) are to be used and avoid working within 600mm of any street trees.
- Mulch with organic mulches such as 'arborist' or 'bush' mulch. This mulch can be found at garden centers or contacting a local arborists (take care not to introduce weed seeds into the site).
- Mulch is a great way to protect soil and suppress weed growth. It is best to lay mulch before planting, as it easier to plant into, rather than spread after planting.
- Do not use dyed mulches as they can leach dyes and other chemicals into the soil profile.



When is a permit required?

A permit is required if you wish to modify the nature strip from the standard 'mown lawn' nature strip.

These guidelines outline what is permitted to be undertaken on your nature strip to achieve a permit.

No permit is required re-establish a poor performing nature strip with lawn. Consider alternative native grass species, such as Wallaby Grass (*Rytidosperma* spp.) and Weeping Grass (*Microlaena stipoides*), which are drought resistant and provide biodiversity benefits.

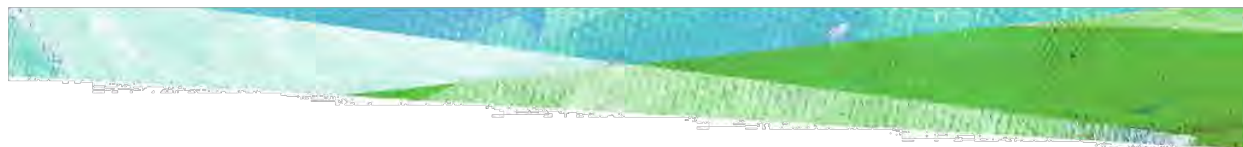
Why do I need a permit?

Council has a duty of care to provide a safe environment and the nature strip is public land, which requires Council avoid the creation of hazards, such as vegetation blocking visibility for traffic and pedestrians or inappropriate objects located within the nature strip (e.g. rocks, built structures)

Nature strips also contain infrastructure which must be protected and could be damaged if inappropriate treatments, such as excessive excavation, inappropriate plantings etc. occur.

*There is **NO** cost to apply for a nature strip planting permit, but permit applications must comply with these guidelines and ongoing maintenance requirements.*

Council reserves the right to grant or refuse any permit application.



How do I get a permit?

Prior to undertaking any works to the nature strip. An application for 'Permit to plant within a nature strip' must be made to Council detailing the following:

- Property owner name and contact details.
- Property address.

Applications can be made online or completed and submitted to info@frankston.vic.gov.au or any customer service centre.

Alterations to nature strips (including any works) are not to occur until written approval has been provided by Council.

What are my maintenance Responsibilities?

Following the beautification of a nature strip, residents must keep the nature strip in a well maintained and safe condition including:

- Plants must be pruned to ensure they do not exceed a height of more than 500mm to ensure no sight line issues are caused for vehicle traffic.
- Plants are to be pruned so that they do not protrude onto pathways, driveways or back of kerb and maintain specified front buffer zones of 600mm.
- Council planted street trees are not to be pruned or lopped by property owners, all maintenance of street trees will be carried out by Council.
- The nature strip is to be kept free of weeds and rubbish.
- Mulch is to be maintained over the nature strip. Mulch material must be kept stable and properly contained and no mulch spillage is

allowed on the footpath, driveways or in the kerb and channel.

- The nature strip is to be free of any tripping hazards and any protruding objects.

What if I undertake works that don't meet the requirement of these Guidelines?

Council has the authority to remove any plantings or works that impact on the safety of the public or public services. The property owner will be informed by Council and have the opportunity to amend the issue before Council initiates any rectification works.

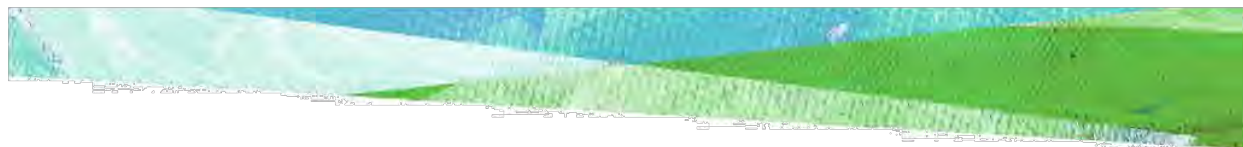
If the property owner fails to act, a delegated Council Officer will issue a 'Notice to Comply', directing that any matters identified must be fixed to Council's satisfaction by a specific date. Failure to act in accordance with a 'Notice to Comply' may result in enforcement action.

Council's Community Local Law requires that;

A person must not without a permit:

- (a) plant or remove vegetation from a nature strip or undertake any landscaping on a nature strip, road or municipal place; or*
- (b) remove soil from a nature strip, road or municipal place.'*





What if I move or sell the associated property?

In the event that a permit holder moves from or sells the property associated with a nature strip planting permit, it is the responsibility of the original permit applicant to either:

- Contact Council with consent of the new owner to reissue the permit to the new property owners.
- Continue to maintain the nature strip (in the event the owner tenants the property) or;
- Ensure that the nature strip is returned to its original condition.

This is to ensure that the new resident is aware of the ongoing maintenance obligations of nature strip plantings.

What works are not permitted within a nature strip?

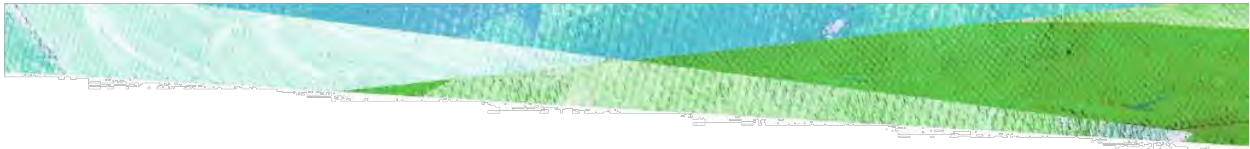
The following modifications are not permitted on nature strips in urban areas:

- Irrigation systems.
- Hard landscaping elements such as rocks, bluestone, retaining walls, steel edging, garden stakes, water features, letter boxes or other items deemed to be an obstruction or potential hazard by Council.
- Food gardens - food gardens are not allowed to be planted due to the health risks associated with potential soil contamination and risk to the gardener due to increased exposure to road side hazards as a result of frequent maintenance requirements of food gardens.

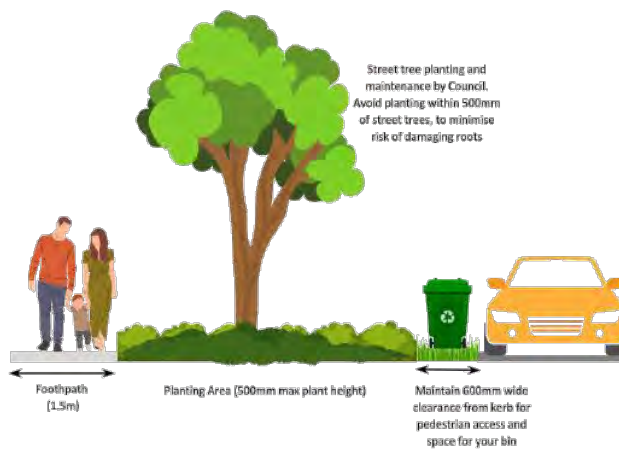
Fertilisers and cultivation requirements of growing food plants can have a detrimental impact on the health of street trees and the environment.

- Modifying existing natural surface levels or drainage.
- No potential or established environmental weeds will be accepted.
- Synthetic grass, weed matting or any other artificial soil covering. The purpose of these guidelines is to enable the conversion of nature strips into gardens, not to reduce maintenance.
- Modification to nature strip to allow parking i.e. designated parking space(s).

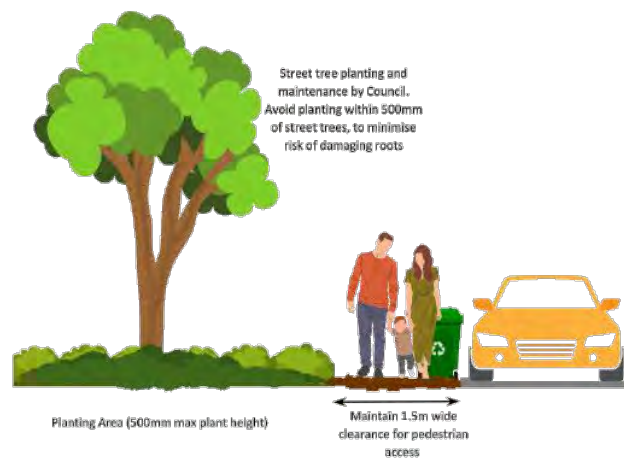
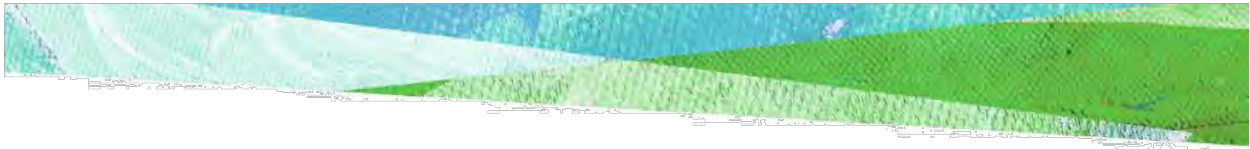




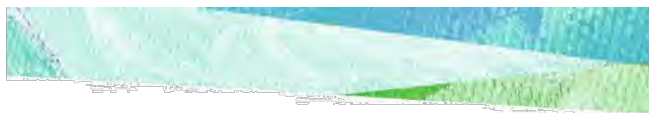
Appendix 1 – Design examples



Example of a Nature strip with a 1.5m Footpath



Example of a Nature strip without a Footpath



Appendix 2 - Recommended indigenous plant species

While the species below are recommended, other native species or cultivars may be used, provided that they meet the requirements of these Guidelines. Generally, regular pruning will be required to maintain plantings at the heights set in these guidelines.

Frankston Indigenous Plant booklet is available on Councils website for more information

Grasses, lilies and tussocks

Common Name	Botanical Name
Vanilla lily	<i>Arthropodium milleflorum</i>
Chocolate Lily	<i>Arthropodium strictum</i>
Bulbine	<i>Bulbine bulbosa</i>
Small-flowered Flax-lily	<i>Dianella brevicaulis</i>
Pale Flax-lily	<i>Dianella longiflora</i> var. <i>longiflora</i>
Knobby Club-sedge	<i>Ficinia nodosa</i>
Sword sedge	<i>Lepidosperma concavum</i>
Wattle Mat-rush	<i>Lomandra filiformis</i>
Spiny Mat Rush	<i>Lomandra longifolia</i>
Weeping Grass	<i>Microlaena stipoides</i>
Long Purple-flag	<i>Patersonia occidentalis</i>
Common Tussock Grass	<i>Poa labillardierei</i>
Soft tussock grass	<i>Poa morrisii</i>

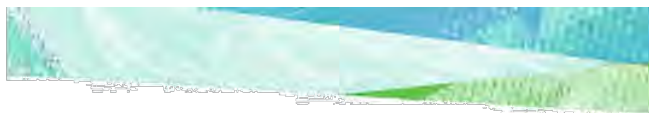
Coastal tussock Grass *Poa poiformis*

Wallaby grass *Rytidosperma spp*

Grass Trigger Plant *Stylidium graminifolium*

Kangaroo Grass *Themeda triandra*





Small shrubs

These plants will require more maintenance to remain within heights set within guidelines.

Common Name	Botanical Name
Coast or Grey Saltbush	<i>Atriplex cinerea</i>
Showy Bossiaea	<i>Bossiaea cinerea</i>
White Correa **try the compacta cultivar	<i>Correa alba</i>
Common Correa **try a smaller cultivar e.g. Jetty Red/nummularifolia	<i>Correa reflexa</i>
Common Heath	<i>Epacris impressa</i>
Hop Goodenia **try a smaller cultivar e.g. Edna Walling	<i>Goodenia ovata</i>
Silky Guinea-flower	<i>Hibbertia sericea</i>
Silky tea tree ** keep well pruned	<i>Leptospermum myrsinoides</i>
Cushion Bush **Keep well pruned or try Silver Nugget cultivar	<i>Leucophyta brownii</i>
Common Beard-heath	<i>Leucopogon virgatus</i>
Golden Bush-pea	<i>Pultenaea gunnii</i>



Ground covers/ Climbers

These plants will stay within the heights set in guidelines, but will still require some maintenance. Climbers will act as vigorous ground covers (when nothing is present to climb).

Common Name	Botanical Name
Common Apple-berry	<i>Billardiera mutabilis</i>
Coast Daisy	<i>Brachycome parvula</i>
Karkalla	<i>Carpobrotus rossii</i>
Common everlasting	<i>Chrysocephalum apiculatum</i>
Small-leaved Clematis	<i>Clematis microphylla</i> var. <i>microphylla</i>
Button everlasting	<i>Coronidium scorpioides</i>
Kidney Weed	<i>Dichondra repens</i>
Noon flower	<i>Disphyma crassifolium</i>
Nodding Saltbush	<i>Einadia nutans</i>
Running postman	<i>Kennedia prostrata</i>
Austral Stork's Bill	<i>Pelargonium australe</i>
Common Rice flower	<i>Pimelea humilis</i>
Bower Spinach	<i>Tetragonia implexicoma</i>
Native Violet	<i>Viola hederacea</i>
Tall Bluebell	<i>Wahlenbergia stricta</i>

Executive Summary**13.2 Further response to 2022/NOM2 Kananook Station Precinct: Advocacy Update**

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 brief Council on the advocacy to Victorian Government and Victorian Opposition in relation to accessibility improvements required and precinct beautification opportunities at Kananook Railway Station.

Recommendation (Director Customer Innovation and Arts)

That Council:

1. Notes the advocacy actions undertaken following the 5 September 2022 Council Meeting, including meetings sought with Victorian State Minister for Public Transport the Hon Ben Carroll MP and Victorian State Shadow Minister for Public Transport and Roads Mr Danny O'Brien MP;
2. Notes response received from Victorian State Shadow Minister for Public Transport and Roads Mr Danny O'Brien MP, recommending continuing discussions on the matter with local Liberal Party Candidates for Frankston and Carrum;
3. Notes further follow up with State Member for Frankston Mr Paul Edbrooke MP has been made, with no formal response received to date; and
4. Commits to ongoing advocacy to local representatives, Victorian Government and Victorian Opposition in relation to seeking investment towards accessibility improvements and precinct beautification opportunities at Kananook Railway Station and receives a report at a future Council Meeting as appropriate.

Key Points / Issues

- At its meeting on 5 September 2022 in response to 2022/NOM2 Kananook Station Precinct Advocacy, it was resolved that Council:
 1. *Notes the advocacy actions undertaken to date, including correspondence from Council to Victorian Government and local representatives and local media coverage;*
 2. *Notes the engagement with the Frankston Disability Access and Inclusion Committee, encouraging members who have lived experience at Kananook Station to share their feedback with local representatives alongside Council;*
 3. *Notes there has been no response received to date from State Member for Frankston or the State Member for Carrum;*
 4. *Commits to ongoing advocacy in relation to seeking investment towards accessibility improvements at Kananook Railway Station and receives an update reported at the October 2022 Council Meeting; and*
 5. *Continues to work with the local State member, Paul Edbrooke MP, for the State Government's commitment towards the evaluation/planning of accessibility improvements and in convening a meeting with the Minister of Transport to advocate for this ahead of the November 2022 State Election. A separate meeting is to be sought with the Shadow Minister for Public*

13.2 Further response to 2022/NOM2 Kananook Station Precinct: Advocacy Update**Executive Summary**

Transport and Roads, Steph Ryan MP. Both meetings should also discuss a funding commitment towards concepts developed by Council in relation to the beautification of the Quinn Street entrance (resolved by Council at the May 2022 CM).

- On 15 September 2022, Council Officers phoned the offices of the State Member for Frankston Mr Paul Edbrooke MP and Victorian State Shadow Minister for Public Transport and Roads Mr Danny O'Brien MP highlighting our request for a meeting to discuss matters relating to Kananook Railway Station. Upon advice from both offices, Council Officers emailed both recipients formally seeking a meeting.
- On 10 October 2022 following further follow up from Council Officers, the Victorian State Shadow Minister for Public Transport and Roads Mr Danny O'Brien MP responded via email acknowledging the concerns and opportunities raised while indicating a meeting is unable to be scheduled prior to the November 26 2022 state election due to existing commitments. Mr O'Brien suggested liaising directly with local Liberal Party candidates Michael O'Reilly (Frankston) and Bec Buchanan (Carrum).
- Officers have provided relevant information to local Liberal Party candidates Michael O'Reilly (Frankston) and Bec Buchanan (Carrum) for their consideration and representation to the Victorian Shadow Cabinet.
- Officers will continue advocating for investment towards accessibility improvements and precinct beautification opportunities at Kananook Railway Station in the lead up to the 2022 Victorian State Election and in future annual budget submissions.

Financial Impact

There are no financial implications associated with this report.

Consultation**1. External Stakeholders**

Council Officers liaised directly with Electorate Officers from Members of Parliament offices in relation to seeking a meeting.

2. Other Stakeholders

No other stakeholders have been involved in this update.

Analysis (Environmental / Economic / Social Implications)

Under the single postcode (3198), the Seaford and Kananook area has seen steady growth over the past decade, boasting a population of 17,689 up 7 per cent from the previous 10 years. Karingal has a higher portion of persons aged 60 or older than Frankston City, with 36 per cent of residents aged over 50.

Commuter patronage sees an average of 19,260 passengers through Kananook Station each year with 6.3% of the Kananook population identified as needing assistance with their day-to-day lives due to disability, 23.4% aged 60 and over and 6.6% of the local population being young families with children aged 0-4 years.

Kananook Station is only accessible from Wells Road by a 45 metre long raised ramp or from Quinn Street by a longer ramp over the Frankston Freeway. This overpass has no safety tactile, weather protection or safe areas for those in need to stop and rest, which may create an uncomfortable situation for those with lesser physical abilities.

13.2 Further response to 2022/NOM2 Kananook Station Precinct: Advocacy Update**Executive Summary**

A comparison of similar train stations such as Chelsea, Edithvale and Aspendale that are unstaffed along the Frankston Line, shows that Kananook is lacking a raised platform allowing independent boarding. Kananook also has no escalators or lift to allow safe and accessible access to/from the pedestrian overpass.

As identified in Infrastructure Victoria's recently released 30-year strategy, a key recommendation is to plan for and fund public transport accessibility improvements to infrastructure and services in order to meet legislated 2032 accessibility targets.

Council is set to deliver extensive investment within the Kananook Station and Reserve Precinct, including construction of a new 312 space commuter car park adjacent to Kananook Station, planned \$45 million redevelopment of the nearby Frankston Basketball and Gymnastics Stadium and development of a Kananook Reserve Master Plan. These projects combined demonstrate the importance of the Kananook Railway Station and Recreation Reserve Precinct, and highlight the need for Kananook Station to be modernised to keep up with increasing usage expected in the near future as the area becomes a hub for intermodal transport connectivity and a destination for regional sport.

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

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

Legal

There are no legal implications arising from Council's advocacy on this matter.

Policy Impacts

Draft Integrated Transport Strategy.

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 Kananook Railway Station overpass and ramp is lacking in safety tactile surfaces, weather protection or safe areas for those in need to stop and rest. There is also no disability access lifts, unlike many comparable elevated railway stations. In addition, with the Kananook Station not being staffed there is little opportunity for disadvantaged commuters to seek assistance should they run into difficulty on the inadequate access facilities.

Given these accessibility deficiencies, officers believe that Kananook Railway Station does not meet the requirements as a disability compliant public asset. This situation prevents many people living with disabilities and/or mobility limitations, including parents with prams and children, from utilising this public asset. Failure to mitigate accessibility and safety concerns at Kananook Railway Station could lead to mild and serious injuries occurring, particularly to those with accessibility barriers, the elderly and young families with children aged 0-4 years.

Conclusion

Council has lobbied throughout 2021 and 2022 in an effort to gain support to deliver accessibility and precinct improvements at Kananook Railway Station. Council will

13.2 Further response to 2022/NOM2 Kananook Station Precinct: Advocacy Update**Executive Summary**

continue advocating to the Victorian Government and Victorian Opposition through a variety of tactics and funding opportunities.

ATTACHMENTS

Nil

14.1 2022/NOM11 - Exploration of the establishment of a South Eastern Councils Biodiversity Network

On 8 September 2022 Councillor Harvey gave notice of her intention to move the following motion:

That Council receives a report at its 12 December 2022 Council Meeting exploring the establishment of a South Eastern Councils Biodiversity Network (consisting of the cities of Hobsons Bay, Melbourne, Port Phillip, Kingston, Frankston, Mornington Peninsula Shire and Bayside). The network is to be comprised of Councillors and Council officers from the network councils in the South Eastern metropolitan region, with the purpose of:

1. information sharing
2. collaboration in relation to joint projects
3. advocacy in relation to common objectives
4. work with State and Federal Governments on environment initiatives
5. exploration of wildlife corridors across the region
6. engagement with traditional owners across the region.

Rationale:

The recently released Australia State of the Environment report 2021 makes for stark reading. Our environment is deteriorating. Pressure from climate change, habitat loss, invasive species, pollution and resource extraction can add together to increase the impact on the environment. Now, more than ever, councils need to work together to share information and collaborate on joint projects and advocacy strategies. The Southeastern Metropolitan councils share a number of commonalities, making them natural collaborators. These commonalities include:

- we are all on traditional, Bunurong land
- we share many ecological vegetation communities and are generally in the Sand-belt region
- we share a common coastline.

Opportunities for sharing information and ideas could include sharing of:

- Urban Forest Strategies
- Biodiversity Strategies
- Foreshore, Marine and Coastal management strategies.

Collaboration on projects such as:

- a joint wetland celebration, protection and restoration strategy,
- endangered species recovery and habitat restoration programs,
- wildlife corridor protection and linkage projects,
- noisy minor management strategies including, possibly a joint application for a Governor in Council Order in relation to Noisy Miners,
- others projects raised by participating councils.

14.1 2022/NOM11 - Exploration of the establishment of a South Eastern Councils Biodiversity Network**COMMENTS BY DIRECTOR COMMUNITIES**

Question for Consideration	
1. Has the NoM been discussed with the CEO and/or the relevant Director or Manager?	YES Comments: Nil.
2. Is the NoM substantially different from any notice of motion or rescission motion that has been considered by Council and lost in the preceding six months?	YES Comments: Nil.
3. Is the NoM clear and well worded?	YES Comments: Nil.
4. Is the NoM capable of being implemented?	YES Comments: Nil.
5. If the NoM is adopted, will a meeting be required with the relevant Director and Manager and Council officers in order to progress its implementation?	NO Comments: The NoM is clear in terms of what is required to be reported back to Council by 12 December 2022.
6. Is the NoM within the powers of a municipal Council?	YES Comments: Nil.
7. Is the NoM free from overlap with matters for which the State and/or Federal Government are responsible?	YES Comments: Nil.
8. Is the NoM consistent with all relevant legislation?	YES Comments: Nil.
9. Is the NoM consistent with existing Council or State policy or position?	YES Comments: Nil.
10. Is the NoM consistent with Council's adopted strategic plan?	YES Comments: Nil.
11. Can the NoM be implemented without diversion of existing resources?	YES Comments: Nil.
12. Can the NoM be implemented without diversion of allocated Council funds?	YES Comments: Nil.
13. Are funds available in the adopted budget to implement the NoM?	NOT APPLICABLE Comments: The NoM requires a report to be brought to Council. This can be done within existing resources.

**14.1 2022/NOM11 - Exploration of the establishment of a South Eastern Councils
Biodiversity Network**

Question for Consideration	
14.What is the estimated cost of implementing the NoM?	While the cost of completing of the Report is nil, the options for implementing the Network may have costs which will be included in the Report responding to the NoM.

ATTACHMENTS

Nil

17. CONFIDENTIAL ITEMS

Section 3(1) of the *Local Government Act 2020* enables the Council to close the meeting to the public if the meeting is discussing any of the following:

- (a) Council business information that would prejudice the Council's position in commercial negotiations if prematurely released;
- (b) Security information that is likely to endanger the security of Council property or the safety of any person;
- (c) Land use planning information;
- (d) Law enforcement information;
- (e) Legal privileged information;
- (f) Personal information;
- (g) Private commercial information;
- (h) Internal arbitration information;
- (i) Councillor conduct panel information
- (j) Information prescribed by the regulations to be confidential information for the purposes of this definition;
- (k) Information that was confidential information for the purposes of section 77 of the *Local Government Act 2020*
- (l) A resolution to close the meeting to members of the public pursuant to section 66(2)(a).

Recommendation

That the Council Meeting 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* on the following grounds

C.1 Kindergarten Reform Update and Langwarrin Child & Family Centre

Agenda Item C.1 Kindergarten Reform Update and Langwarrin Child & Family Centre is designated confidential as it relates to proposed developments (s89 2e):

.....
Signed by the CEO