



FRANKSTON CITY COUNCIL

COUNCIL MEETING SUPPORTING INFORMATION

2023/CM1

30 JANUARY 2023



TABLE OF CONTENTS

11.2	Planning Application 44/2022/P - 135 Golf Links Road, Frankston South - To construct a Telecommunications Facility (including telecommunications tower and associated equipment) in a Rural Conservation Zone Schedule 3 (RCZ3) and to remove one (1) tree in a Significant Landscape Overlay Schedule 1 (SLO1).	
	Attachment D Supporting Documents	2
12.2	Chief Executive Officer's Quarterly report - October - December 2022 period	
	Attachment A Public Version - Chief Executive Officer Quarterly report - October - December 2022	60



Consideration of City Planning Reports

**PLANNING APPLICATION 44/2022/P - 135
GOLF LINKS ROAD, FRANKSTON SOUTH - TO
CONSTRUCT A TELECOMMUNICATIONS
FACILITY (INCLUDING
TELECOMMUNICATIONS TOWER AND
ASSOCIATED EQUIPMENT) IN A RURAL
CONSERVATION ZONE SCHEDULE 3 (RCZ3)
AND TO REMOVE ONE (1) TREE IN A
SIGNIFICANT LANDSCAPE OVERLAY
SCHEDULE 1 (SLO1).**

Supporting Documents

Meeting Date: 30 January 2023

Attachment: D



ADVERTISED PLAN

Online Statutory Planning Application Summary



Frankston City Council has received your application for a Planning Permit as per the below details:

Statutory Planning will be in contact with you further via email to provide details of the Planner assessing your application and the next steps in the assessment process.

Application Lodgement Date: 1 February 2022 **Application Number:** 44/2022/P

Property associated with the application: 135 Golf Links Road, Frankston South 3199

Applicant Details:

Axlcom Pty Ltd

PO Box 566, ST LEONARDS NSW 1590



Owner Details:



Proposal:

Telecommunications Facility

Application Type:

Commercial or industrial application

Cost of development:

\$400000

Additional Triggers:

Existing Use of Land: Other Land Use

Pre-Application Information:

Has a Pre-Application Meeting Occurred?

No

Business Concierge:

Have you consulted with the business concierge?

No

Title Information:

Does the proposal breach, in any way, an encumbrance on the title?

No

Accepted Privacy Disclaimer:

The personal information on this form and in supporting documents is being collected in accordance with the Planning and Environment Act 1987. It will be used and disclosed as required to process the application. Any of the information provided with the application, including personal information and plans, may be made public in accordance with the Act until the planning application process has concluded, including any review at the Victorian Civil and Administrative Tribunal. This may include making the complete documents available for public inspection in person at Council's offices, publishing copies with personal information redacted on Council's website during the public notice period, distributing copies to other government agencies involved in the planning process and including copies in public Council meeting papers. Summary information about Planning Permit applications is also included in a public register. The planning applicant should ensure that other parties who have provided



ADVERTISED PLAN

documents are aware that they are being submitted with the application. Personal information will only be used and disclosed as authorised by law. If personal information is not provided, we may not be able to process the application. For further details about how Council handles personal information, or to request access to your information, see Council's privacy policy at www.frankston.vic.gov.au or contact Council's Privacy Officer on 1300 322 322.

I have read and understand the above privacy statement:

Yes

Property Owner Declaration:

I declare that I am the Applicant and that all the information in this application is true and correct and the owner (if not myself) has been notified:

Yes

Copyright State of Victoria. No part of this publication may be reproduced except as permitted by the Copyright Act 1968 (Cth), to comply with a statutory requirement or pursuant to a written agreement. The information is only valid at the time and in the form obtained from the LANDATA REGD TM System. None of the State of Victoria, its agents or contractors, accepts responsibility for any subsequent publication or reproduction of the information.

ADVERTISED PLAN

The Victorian Government acknowledges the Traditional Owners of Victoria and pays respects to their ongoing connection to their Country, History and Culture. The Victorian Government extends this respect to their Elders, past, present and emerging.

REGISTER SEARCH STATEMENT (Title Search) Transfer of Land Act 1958

VOLUME 10140 FOLIO 932

Security no : 124096970807B
Produced 21/04/2022 04:44 PM

LAND DESCRIPTION

Lot 1 on Plan of Subdivision 318492D.
PARENT TITLE Volume 08205 Folio 165
Created by instrument PS318492D 04/11/1993

REGISTERED PROPRIETOR

Estate Fee Simple
Sole Proprietor

PS318492D 04/11/1993

ENCUMBRANCES, CAVEATS AND NOTICES

MORTGAGE AL463890K 03/11/2014
BENDIGO AND ADELAIDE BANK LTD

Any encumbrances created by Section 98 Transfer of Land Act 1958 or Section 24 Subdivision Act 1988 and any other encumbrances shown or entered on the plan set out under DIAGRAM LOCATION below.

DIAGRAM LOCATION

SEE PS318492D FOR FURTHER DETAILS AND BOUNDARIES

ACTIVITY IN THE LAST 125 DAYS

NIL

-----END OF REGISTER SEARCH STATEMENT-----

Additional information: (not part of the Register Search Statement)

Street Address: 135 GOLF LINKS ROAD FRANKSTON SOUTH VIC 3199

ADMINISTRATIVE NOTICES

NIL

eCT Control 03500L BENDIGO AND ADELAIDE BANK LTD - SAFE CUSTODY
Effective from 21/07/2017

DOCUMENT END

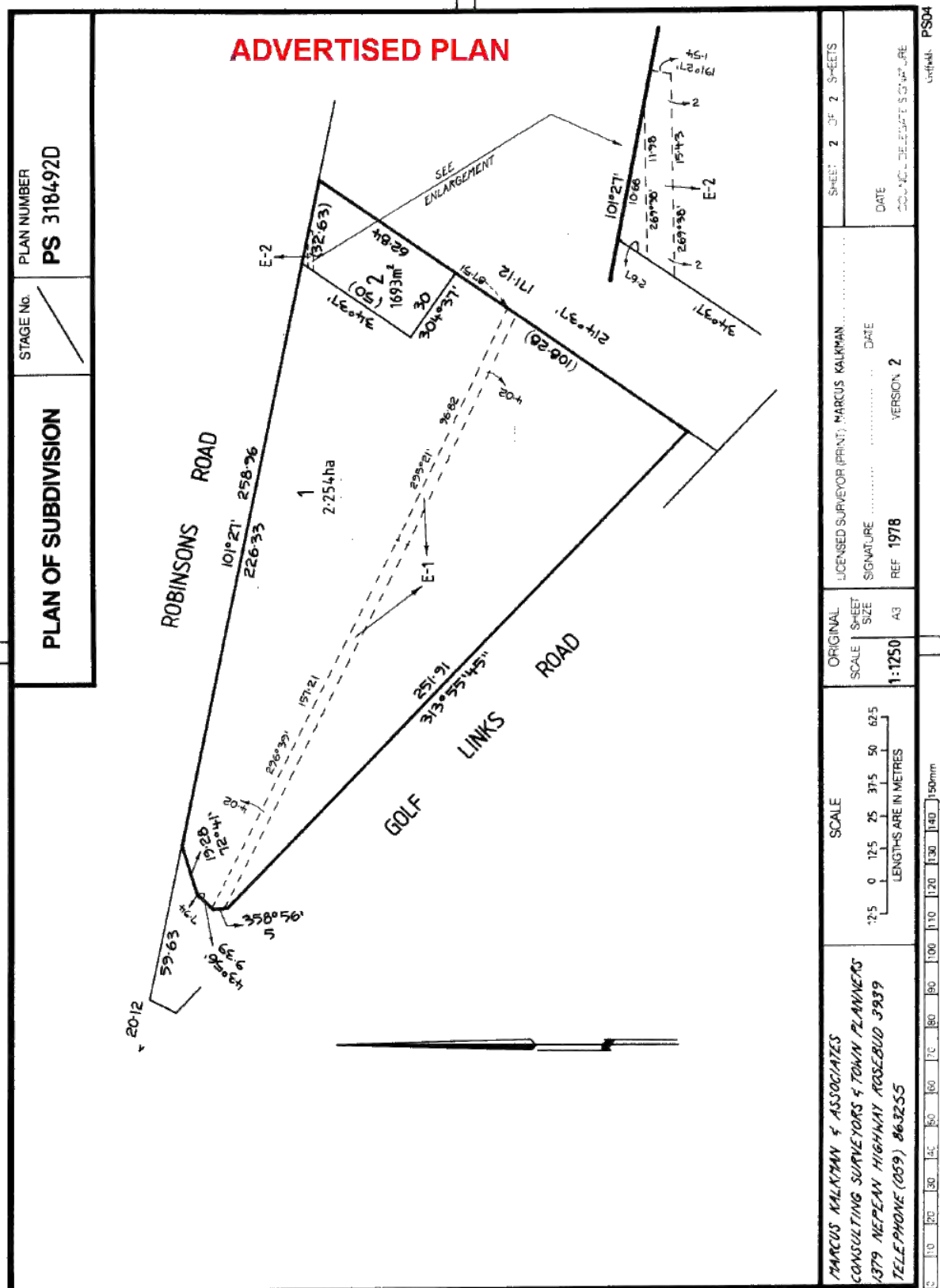
Delivered from the LANDATA® System by GlobalX Pty Ltd

Delivered by LANDATA®, timestamp 21/04/2022 15:45 Page 1 of 2

© State of Victoria. This publication is copyright. No part may be reproduced by any process except in accordance with the provisions of the Copyright Act 1968 (Cth) and for the purposes of Section 32 of the Sale of Land Act 1962 or pursuant to a written agreement. The information is only valid at the time and in the form obtained from the LANDATA® System. None of the State of Victoria, LANDATA®, Victorian Land Registry Services Pty. Ltd. ABN 86 627 986 396 as trustee for the Victorian Land Registry Services Trust ABN 83 206 746 897 accept responsibility for any subsequent release, publication or reproduction of the information.

PLAN OF SUBDIVISION		STAGE No.	LTO USE ONLY EDITION 1	PLAN NUMBER PS 318492D	
LOCATION OF LAND PARISH: FRANKSTON TOWNSHIP: _____ SECTION: _____ CROWN ALLOTMENT: 30A (PART) CROWN PORTION: _____ LTO BASE RECORD: LITHO (2619) TITLE REFERENCES: VOL 8205 FOL 165 LAST PLAN REFERENCE/S: PART LOT 1 LP 42616 POSTAL ADDRESS: ROBINSONS ROAD (At time of subdivision) FRANKSTON 3199 AMG Co-ordinates E 338 150 ZONE: 55 (of approx centre of land in plan) N 5 772 850		COUNCIL CERTIFICATION AND ENDORSEMENT COUNCIL NAME: CITY OF FRANKSTON REF - 1. This plan is certified under Section 6 of the Subdivision Act 1988 2. This plan is certified under Section 11(7) of the Subdivision Act 1988 3. This is a statement of compliance issued under Section 21 of the Subdivision Act 1988 ADVERTISED PLAN OPEN SPACE (i) A requirement for public open space under Section 18 of the Subdivision Act 1988 has/has not been made. (ii) The requirement has been satisfied (iii) The requirement is to be satisfied in Stage Council Delegate Council Seal Date 25/05/92 Re-certified under Section 11(7) of the Subdivision Act 1988 Council Delegate Council Seal Date / /			
VESTING OF ROADS AND/OR RESERVES		NOTATIONS			
IDENTIFIER	COUNCIL/BODY/PERSON	STAGING This is not a staged subdivision. Planning permit No.			
NIL	NIL	DEPTH LIMITATION DOES NOT APPLY			
		LOT 1 IS NOT BASED ON SURVEY			
		SURVEY: THIS PLAN IS NOT BASED ON SURVEY THIS SURVEY HAS BEEN CONNECTED TO PERMANENT MARKS No(s) 858, 894 IN PROCLAIMED SURVEY AREA No. 16			
EASEMENT INFORMATION		LTO USE ONLY			
LEGEND A - Appurtenant Easement E - Encumbering Easement R - Encumbering Easement (Road)		STATEMENT OF COMPLIANCE/ EXEMPTION STATEMENT			
		RECEIVED DATE 3 11 93			
		LTO USE ONLY PLAN REGISTERED TIME DATE 4 11 93 J. Svagani Assistant Registrar of Titles SHEET 1 OF 2 SHEETS			
Easement Reference		Purpose	Width (Metres)	Origin	Land Benefited/in Favour Of
E-1	WATER SUPPLY	4.02	LP 42616	LOTS ON LP 42616	
E-2	DRAINAGE	2	THIS PLAN	LOTS ON THIS PLAN	
MARCUS KALKMAN & ASSOCIATES CONSULTING SURVEYORS & TOWN PLANNERS 1379 NEPEAN HIGHWAY ROSEBUD 3939 TELEPHONE (059) 863255		LICENSED SURVEYOR (PRINT) : MARCUS KALKMAN		DATE	
		SIGNATURE		DATE	
		REF 1978		VERSION 2	
		COUNCIL DELEGATE SIGNATURE		ORIGINAL SHEET SIZE A3	

C:\p11\PS01





ADVERTISED PLAN

22 April 2022

Axicom Ref: 340111 Langwarrin West

Frankston City Council
PO Box 490
Frankston VIC 3199
Via email: info@frankston.vic.gov.au

Dear [REDACTED],

Response to Request for Further Information for Planning Application 44/2022/P for Proposed Telecommunications Facility, 135 Golf Links Road, Frankston South VIC 3199

Thank you for the opportunity to provide a response to the queries raised in your Request for Further Information dated 28 February 2022. Axicom note your concerns about the proposed height of the tower and perceived impact on character landscape and amenity, as well as the vegetation clearing impacts and will address them in this reply.

Monopole Height and Impact on Character Landscape and Amenity

From a technical perspective, telecommunications facilities must be tall enough to protrude above the surrounding environment in order to function. Axicom acknowledge the facility will be visible from a number of perspectives within the area, however we consider that visual impact is appropriate in context.

The proposed facility is intended to service parts of Langwarrin and Frankston which are well established, and much of the land in these areas has already been developed for residential purposes. Axicom has sought to minimise visual impact by locating the facility on non-residential land. Note there are limited options on non-residential land in this area.

Figure 1 shows the prospective locations considered by Axicom for the new telecommunications facility. All of the potential candidates identified in Section 3.2 of the Town Planning Report are on non-residential land between Golf Links Road and the Peninsula Link. All land in this area is subject to the Significant Landscape Overlay. Accordingly, regardless of which location was chosen, it would not have been possible to completely avoid impacts on areas that Council considers to be significant landscapes.



Figure 1: Proposed candidate locations within the Significant Landscape Overlay. Of the six identified candidates, the two with conditionally supportive landowners are shown by way of the red arrow markers. Landowners who were either unresponsive or unsupportive are shown by way of blue arrow markers (VicPlan).

MELBOURNE
Level 16, 360 Elizabeth
Street
Melbourne VIC 3000

SYDNEY
Level 1, 110 Pacific Highway
St Leonards NSW 2065
T +61 2 9495 9000

BRISBANE
Level 17, 69 Ann Street
Brisbane QLD 4000
T +61 2 9495 9000

axicom.com.au
ACN 24 095 376 017
community@axicom.com.au



Whilst Axicom sought to locate the proposed facility away from residential areas, the respective landowners, which included Council, were either unresponsive or unsupportive of the proposal. Of the six potential candidates, a site at 135 Golf Links Road is best positioned to satisfy Vodafone and Optus' coverage objectives for residents in Langwarrin. This location represents a considerably superior option to siting the facility in residential areas south and west of Golf Links Road.

Axicom are unable to reduce the height of the proposed facility, as it is required in order to achieve Vodafone and Optus' service objectives for this area. However, we note that this facility has been deliberately designed to facilitate co-location.

Councils and community members have expressed concerns about proliferation of telecommunications infrastructure, which can occur when existing mobile base stations do not have sufficient elevation or structural capacity to accommodate additional infrastructure. This can result in multiple facilities being constructed in relatively close proximity to one another.

Axicom, as a neutral host, design and construct telecommunications facilities with the ability to accommodate additional carriers in the future. While the proposed height of this facility is required in order to achieve Vodafone and Optus' service objectives, it also ensures that there is sufficient space on the facility to accommodate additional carriers and other communications providers, such as government entities and wireless service providers, at a future time if required – thus minimising the likelihood of additional base stations being deployed in this area.

If a lower facility was proposed, it would not be able to achieve the service outcomes required by Vodafone and Optus for this area. Further, a smaller tower may be limited in its future capability to support co-location – additional carriers or communications providers could potentially need to extend the tower to enable co-location, or deploy an additional base station elsewhere in the vicinity.

We reiterate that measures have been taken to ensure visual impact is mitigated as much as practicable.

- Use of a monopole is proposed. Monopoles are considered to be a sympathetic inclusion to the environment when compared to other structure types, such as lattice towers, because of their slimmer profile.
- To minimize visual bulk, Vodafone and Optus antennas will be mounted on a single headframe, reducing visual impact compared with separate headframes at different heights.
- The facility has been sited to take advantage of the screening opportunities afforded by the mature vegetation surrounding the proposed compound area. As this is a well-established area and in the interest of avoiding the residential development directly to the north, east and south, as well as the State Heritage Listed 'Westerfield' estate located 270m to the east, the proposed location is considered appropriate. The screening afforded by the vegetation will minimise amenity impacts from surrounding perspectives as far as practical.
- The facility will be finished in a pale grey, which is considered to be the most sympathetic finish with regards to blending into the natural landscape in all weathers. It will also match other existing vertical elements in the area, such as light poles and power poles. However, Axicom will considered an alternate colour scheme if requested by Council.

MELBOURNE
Level 16, 360 Elizabeth
Street
Melbourne VIC 3000

SYDNEY
Level 1, 110 Pacific Highway
St Leonards NSW 2065
T +61 2 9495 9000

BRISBANE
Level 17, 69 Ann Street
Brisbane QLD 4000
T +61 2 9495 9000

axicom.com.au
ABN 34 030 873 019
community@axicom.com.au



Title

ADVERTISED PLAN

1. An updated copy of the Certificate of Title and respective plans/diagrams are enclosed.

Plans/Elevations

2. The Design Drawings have been updated to show the crossover, which will be constructed in accordance with Council's Vehicle Crossings Notes & Specifications Drawings SD310 Type 2. Regarding the access track itself, this will be constructed of compacted fine gravel.

Noting Council's concerns about the removal of substantial trees, the location of the proposed compound and access track has been updated to reduce the tree clearing requirements from two trees to one tree, the relevant sections of the Town Planning Report have been updated to reflect this change. Additionally, the Design Drawings have been updated to note that tree protection measures will be implemented in accordance with the recommendations outlined in Section 5 of the Arboricultural Impact Assessment undertaken by Treespace Solutions.

3. The setback distances are noted in the updated Design Drawings.
4. The Site Elevation page is provided in a 1:125 scale, as a 1:100 scale does not fit on an A3 page due to the height of the proposed facility. As a telecommunications facility does not have internal fittings similar to other types of development, such as residential, this scale is considered appropriate for Council's assessment purposes.
5. The monopole will either be of concrete or steel construction and will be pale grey in colour, similar to other monopole within Council's LGA. Equipment shelters are generally prefabricated off-site and delivered as a completed unit in either a beige or pale green colour. As mentioned previously, Axicom will considered an alternate colour scheme if requested by Council.
6. The existing site conditions consist of predominantly cleared land, with a row of landscaping trees, which were planted along the property boundary in approximately mid-2015, as shown by the satellite imagery in **Figure 2**.



Figure 2: Satellite imaging showing the presence of the tree plantings in 2015, compared to 2022 (Nearmap).

MELBOURNE
Level 16, 360 Elizabeth
Street
Melbourne VIC 3000

SYDNEY
Level 1, 110 Pacific Highway
St Leonards NSW 2065
T +61 2 9495 9000

BRISBANE
Level 17, 69 Ann Street
Brisbane QLD 4000
T +61 2 9495 9000

axicom.com.au
ABN 34 050 873 019
community@axicom.com.au



The development footprint consists of a 100m² (10m x 10m) fenced telecommunications facility compound area and approximately 160m² access track with crossover.

ADVERTISED PLAN

Predevelopment, 100% of the development area is permeable. However, upon completion of construction, approximately 50m², or 19%, of the development footprint will be impervious, consisting of the monopole and equipment shelter foundations, as well as the crossover.

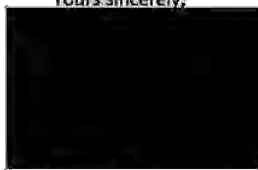
7. The proposed facility is on cleared level ground, no cut and fill or retaining walls are proposed
8. The AHD ground level is noted as being approximately 104m. Axicom will be engaging a registered surveyor to undertake a first order survey after Council have issued a Planning Permit and the final construction drawings are progressed. If Council would like a copy of this for their records, this can be provided once it is available and noted as a condition of consent.

Arboricultural Impact Assessment

9. An Arboricultural Impact Assessment has been undertaken by Treespace Solutions, the Town Planning Report and Design Drawings have been updated to reflect the recommendations noted in Section 5 of the assessment.
10. Please refer to the enclosed Arboricultural Impact Assessment.
11. Please refer to the enclosed Arboricultural Impact Assessment.

We trust that this information satisfies Council's requirements, should you require any further information or clarification, please do not hesitate to contact me.

Yours sincerely,



Axicom:

(1)

Ed

www.axicom.com.au

MELBOURNE
Level 15, 1800 Elizabeth
Street
Melbourne VIC 3000

SYDNEY
Level 2, 210 Pacific Highway
St Leonards NSW 2055
T: 61 2 9435 0000

BRISBANE
Level 17, 65 Ann Street
Brisbane QLD 4000
T: 61 7 2435 0000

axicom@axicom.com.au
0011 24 350000000
noranodly@axicom.com.au

ADVERTISED PLAN

**DEVELOPMENT APPLICATION FOR
PLANNING CONSENT**



*Proposal to install a new
Telecommunications Facility at
135 Golf Links Road
Frankston South Vic 3199*

Town Planning Report

April 2022

Project Reference: 340111 Langwarrin West

RFNSA Reference: 3199056



Document prepared by:

ADVERTISED PLAN



Level 1, 110 Pacific Highway
St Leonards
NSW 2065 Australia

T: 02 9495 9000
E: community@axicom.com.au
W: <http://axicom.com.au/>



ADVERTISED PLAN

TABLE OF CONTENTS

EXECUTIVE SUMMARY	5
1. INTRODUCTION	6
2. BACKGROUND	6
2.1 Demand for Network Services	6
3. CANDIDATE SELECTION	7
3.1 Upgrade and Co-Location Opportunities	7
3.2 Greenfield Opportunities	8
4. SITE CONTEXT	9
5. PROPOSED WORKS	11
5.1 Equipment to be Installed	11
5.2 Site Access and Parking	11
5.3 Acoustics	12
5.4 Utilities, Stormwater and Drainage	12
6. LEGISLATIVE CONTEXT	12
6.1 Commonwealth Legislation	12
6.1.1 Telecommunications Act 1997 and Telecommunications (Low-Impact Facilities) Determination 2018	12
6.1.2 C564:2020 Mobile Phone Base Station Deployment Code	12
6.2 State Legislation	13
6.2.1 Victoria Planning Provisions	13
6.2.2 A Code of Practice for Telecommunications Facilities in Victoria (Vic Code)	13
6.3 Local Planning Legislation – Frankston Planning Scheme	13
6.3.1 Rural Conservation Zone and Schedule 3 to Rural Conservation Zone	13
6.3.2 Metropolitan Green Wedge Land: Core Planning Provisions	14
6.3.3 Telecommunications Facility	14
6.3.4 Significant Landscape Overlay & Schedule 1 to Significant Landscape Overlay	14
7. ENVIRONMENTAL IMPACTS	14
7.1 Emissions and Health	14
7.2 Environment and Biodiversity	16
7.3 Heritage	16
7.4 Natural Hazards	16
7.4.1 Flooding	16
7.4.2 Bushfire	17

ADVERTISED PLAN



7.5 Visual Impact.....	17
8. CONCLUSION.....	21
APPENDIX 1: CERTIFICATE OF TITLE.....	22
APPENDIX 2: PROPOSAL PLANS	23
APPENDIX 3: ARPANSA EME REPORT	24
APPENDIX 4: VICTORIAN PLANNING PROVISIONS	25
APPENDIX 5: A CODE OF PRACTICE FOR TELECOMMUNICATIONS FACILITIES IN VICTORIA	26
APPENDIX 6: RURAL CONSERVATION ZONE	29
APPENDIX 7: METROPOLITAN GREEN WEDGE LAND: CORE PLANNING PROVISIONS.....	31
APPENDIX 8: TELECOMMUNICATIONS FACILITY.....	32
APPENDIX 9: SIGNIFICANT LANDSCAPE OVERLAY AND SCHEDULE 1	33
APPENDIX 10: ARBORICULTURAL IMPACT ASSESSMENT	35



EXECUTIVE SUMMARY

Proposal	<p>Axicom, on behalf of Vodafone and Optus, is seeking development approval for a new telecommunications facility located at 135 Golf Links Road, Frankston South VIC 3199.</p> <p>The facility will be owned by Axicom, and will host Vodafone and Optus telecommunications equipment. The facility will provide improved Vodafone and Optus 3G and 4G mobile and data services, and establish 5G services in Frankston South and the surrounding areas.</p> <p>The proposal involves:</p> <ul style="list-style-type: none"> • The installation of a new 35m monopole; • The installation of a new triangular headframe atop the proposed monopole; • The installation of fifteen (15) new panel antennas at the following centreline heights: <ul style="list-style-type: none"> - Three (3) new panel antennas at a centreline height of 38m - Three (3) new panel antennas at a centreline height of 37m - Nine (9) new panel antennas at a centreline height of 36.3m • The installation of twenty-one (21) new remote radio units (RRUs) mounted on the proposed headframe; • The installation of a new ICS panel equipment shelter installed on concrete pier foundations within the proposed Axicom compound; • Removal of one Eucalyptus grandis and trimming of one Acacia mearnsii; • The installation of ancillary equipment associated with the safety and proper function of the facility, including a group meter panel, submains, elevated cable tray, cabling, antenna mounts, security fencing, weed matting and gravel etc. <p>The monopole and associated equipment will be finished in an unpainted pale grey, while equipment shelters will generally be a beige or pale green colour.</p>
Site Information	<p>Lot description: Lot 1 PS318492</p> <p>Physical address: 135 Golf Links Road, Frankston South VIC 3199</p>
Planning Considerations	<p>LGA: Frankston City Council</p> <p>Zoning: RC23 – Rural Conservation Zone 3</p> <p>Overlays: SLO – Significant Landscape Overlay Metropolitan Green Wedge Land: Core Planning Provisions</p>
Applicant	<p>Axicom Pty Ltd Level 1, 110 Pacific Highway St Leonards NSW 2055</p> <p>Contact Person: [REDACTED]</p> <p>Email: [REDACTED]</p> <p>Our Reference: 340111 Langwarrin West</p>



1. INTRODUCTION

Axicom, on behalf of Vodafone and Optus, is seeking development approval for a new telecommunications facility located at 135 Golf Links Road, Frankston South VIC 3199.

The facility will be owned by Axicom, and will host Vodafone and Optus telecommunications equipment. The facility will provide improved Vodafone and Optus 3G and 4G mobile and data services, and establish 5G services in Frankston South and the surrounding areas.

The proposal includes installation of one (1) 35m monopole, upon which Vodafone and Optus telecommunications equipment will be installed.

2. BACKGROUND

2.1 Demand for Network Services

Axicom is Australia's leading independent owner and provider of shared wireless telecommunications infrastructure. Axicom build and manage telecommunications facilities that are shared by Australia's mobile carriers, government agencies and other wireless service providers. Axicom also provide site acquisition, town planning and engineering services to the telecommunications industry.

Vodafone are currently undertaking a significant expansion of their national mobile network across Australia, both to improve existing 3G and 4G services and establish 5G services. Axicom are working with Vodafone to deploy new infrastructure across Australia. This proposed facility is being deployed as part of Vodafone and Optus' Extended Joint Venture program, meaning it will provide both Vodafone and Optus services.

Access to high quality telecommunications coverage is vitally important to the local community. Nationally, mobile usage continues to trend upward:

- The number of Australians who have no landline phone, but exclusively rely on their mobile phone to make and receive calls, has increased to 60% of the adult population¹, up from 51% in 2018-2019².
- 99% of Australians use a mobile phone³, up from 96% in 2018-2019⁴.
- The volume of data downloaded by mobile handset increases significantly each year, as more Australians use their phones to browse the internet and stream content⁵. Between 2018 and 2019, for example, the amount of data downloaded by phone handset increased by over 121%⁶.

¹ <https://www.acma.gov.au/publications/2020-12/report/mobile-only-australia-living-without-fixed-line-home>

² <https://www.acma.gov.au/publications/2020-02/report/communications-report-2018-19> "At a Glance – How We Engaged", p71

³ <https://www.acma.gov.au/publications/2021-04/report/communications-and-media-australia-how-we-communicate>

⁴ <https://www.acma.gov.au/publications/2020-02/report/communications-report-2018-19> "At a Glance – Our Access to Services"

⁵ <https://www.acma.gov.au/publications/2021-05/report/communications-and-media-australia-how-we-use-internet> and

<https://www.acma.gov.au/sites/default/files/2021-05/Accessibility%20File%20-%20How%20we%20use%20the%20internet.csv>

⁶ <https://www.acma.gov.au/publications/2020-02/report/communications-report-2018-19> "Volume of broadband and mobile data downloaded", p11

ADVERTISED PLAN



- In 2020, covid-19 significantly changed the way that Australians live, work and use mobile data. There has been exponential growth in data usage as more people spent more time living and working from home; according to ACMA, average data consumption increased approximately 50% between June 2018 and June 2020⁷.
- 75.4% of emergency calls were made from a mobile handset in 2018-2019.⁸

With an increasing population density, there is greater demand for mobile and data services, and Frankston South and the surrounding suburbs have been identified as areas of high network demand. Both Vodafone and Optus have identified a need to improve mobile coverage and network capacity in this area.

There are no existing Vodafone or Optus base stations specifically servicing this area. The closest facility servicing both networks is located at 6 Robinsons Road, Frankston South, approximately 980m northwest from the proposed facility location.

While this facility is capable of covering the areas closest to it, it is too far away, and poorly positioned from a technical perspective, to reliably service the south-east area of Frankston South. Both carriers have identified the need to deploy an additional base station in this area to meet local demand.

3. CANDIDATE SELECTION

3.1 Upgrade and Co-Location Opportunities

Before proposing a new base station, carriers attempt to resolve service issues by reconfiguring or upgrading their existing base stations.

If upgrades do not resolve service issues, carriers will consider any opportunities to co-locate on an existing mobile facility, building or other structure. If there are no feasible co-location opportunities, the carrier will proceed to deploy a new 'greenfield' base station.

Both Vodafone and Optus have identified a need to improve mobile coverage and network capacity in the Frankston South area. The closest existing telecommunications facility supporting both carriers is a 45m lattice tower (RFNSA 3199001) approximately 980m northwest of the proposed new site.

Due to the large spatial separation between this facility and the targeted coverage area, upgrades to this existing facility would not be able to provide the network improvements required by both carriers. There are no other telecommunications facilities in the Frankston South area that would be suitable for co-location.

As there are no viable opportunities for co-location in proximity to the targeted coverage area, nor opportunities to upgrade an existing facility to meet service demand, Vodafone and Optus have

⁷ <https://www.acma.gov.au/publications/2021-04/report/communications-and-media-australia-supply-and-use-services-2019-20>

⁸ <https://www.acma.gov.au/publications/2020-02/report/communications-report-2018-19> "3.1 Emergency Call Service", p102

ADVERTISED PLAN



identified that a new base station is required and are working with Axicom to deploy a new telecommunications facility in the area.

3.2 Greenfield Opportunities

Axicom has assessed a number of potential candidate sites in the Frankston South area, as follows.

Site Address	Comments
Robinsons Park 1/97 Robinsons Road, Frankston VIC 3199	New 35m monopole. From a technical perspective, this candidate was able to adequately meet the coverage objectives for both Vodafone and Optus. However, the landowner was not supportive of a facility at this location. As such, this candidate was not progressed further.
Bayside Christian College 120-128 Robinsons Road Langwarrin South VIC 3911	New 35m monopole. From a technical perspective, this candidate was able to adequately meet the coverage objectives for both Vodafone and Optus. However, contact with the landowner was not able to be established in order to enter into a lease agreement for the proposed facility. As such, this candidate was not progressed further.
135 Golf Links Road Frankston South VIC 3199	New 35m monopole. From a technical perspective, this candidate was able to adequately meet the coverage objectives for both Vodafone and Optus. Additionally, this candidate was reasonably separated from sensitive land uses found within the locality and required only minor vegetation clearing. As such, this candidate was chosen as Axicom's prime candidate and is the subject of this Development Application.
72-84 Robinsons Road Frankston South VIC 3199	New 35m monopole. From a technical perspective, this candidate was able to adequately meet the coverage objectives for both Vodafone and Optus. However, contact with the landowner was not able to be established in order to enter into a lease agreement for the proposed facility. As such, this candidate was not progressed further.
189 Golf Links Road Frankston South VIC 3199	New 35m monopole. From a technical perspective, this candidate was able to satisfy a large portion of the coverage objectives for both Vodafone and Optus, however coverage to the residential properties to the northwest was limited, when compared to the prime candidate. As such, this candidate was not progressed further.



4. SITE CONTEXT

The proposal involves the establishment of a new Axicom telecommunications facility, in the form of a 35m monopole hosting carrier antennas and ancillary ground equipment.

The subject site is located at 135 Golf Links Road, Frankston South (Lot 1 on PS318492.) The proposed facility will host both Vodafone and Optus equipment, and will provide telecommunications services to residential and commercial customers located in Frankston South and the surrounding area for both carriers.

The site is located on a large lot retaining an RCZ3 Rural Conservation Zone - Schedule 3 under the Frankston Planning Scheme. The site has been predominantly cleared of all significant vegetation and has been developed as a Connect Christian Church, situated between Robinsons Road to the north and Golf Links Road to the south.

The proposed facility location is positioned along the south-east corner of the subject property, setback approximately 35m from Golf Links Road.

The surrounding locality consists predominantly of residential properties to the north, south and west and rural-residential properties to the east. Additionally, the State Heritage listed 'Westerfield' estate is located approximately 270m to the east.

Figures 1 to 3 show the proposed site location.



Figure 1: Site context (Nearmap).

ADVERTISED PLAN



Figure 2: Site zoning (VicPlan).



Figure 3: View looking southeast toward proposed facility location. Compound location shown indicatively in red (Field Investigation, 27 August 2021).



5. PROPOSED WORKS

5.1 Equipment to be Installed

The proposed works consist of:

- The installation of a new 35m monopole;
- The installation of a new triangular headframe atop the proposed monopole;
- The installation of fifteen (15) new panel antennas at the following centreline heights:
 - Three (3) new panel antennas at a centreline height of 38m
 - Three (3) new panel antennas at a centreline height of 37m
 - Nine (9) new panel antennas at a centreline height of 36.3m
- The installation of twenty-one (21) new remote radio units (RRUs) mounted on the proposed headframe;
- The installation of a new ICS panel equipment shelter installed on concrete pier foundations within the proposed Axicom compound;
- Removal of one Eucalyptus grandis and trimming of one Acacia mearnsii;
- The installation of ancillary equipment associated with the safety and proper function of the facility, including a group meter panel, submains, elevated cable tray, cabling, antenna mounts, security fencing, weed matting and gravel etc.

The monopole and associated equipment will be finished in an unpainted pale grey, while equipment shelters will generally be a beige or pale green colour.

Axicom, as a neutral host, design and construct telecommunications facilities with the potential to accommodate additional carriers. The facility has been designed with the capability to host additional carriers in future, minimising the potential proliferation of telecommunications facilities being deployed in Frankston South.

Refer **Appendix 2** for proposal plans.

5.2 Site Access and Parking

The property will be accessed via a new access track off Golf Links Road. The vehicle crossing will be constructed in accordance with Frankston City Council's Vehicular Crossings Specification SD 310 Type 2.

There is adequate space within the subject lot for construction staging and parking. Once the facility is operational, it will require access only 2-4 times annually for routine maintenance, during which a four wheel drive vehicle is normally used. The facility will otherwise operate on an unmanned basis, and will not generate significant vehicle traffic.



5.3 Acoustics

Minor noise impacts could be expected at the construction phase and will only be of a brief duration. and any conditions concerning hours of operation will be complied with.

Once operational, the facility will not be a significant generator of noise. The only part of a telecommunications facility that generates noise is the air-conditioning equipment on the equipment shelter.

The air-conditioning units are designed to operate at levels comparable to a domestic air conditioner, in compliance with the background levels specified in Australian Standard AS1055. The proposal is not anticipated to constitute a noise nuisance.

5.4 Utilities, Stormwater and Drainage

Axicom propose to connect the facility to mains power from the existing power pole, southwest of the proposed facility location.

The proposed facility will operate on an unmanned basis and does not require connection to reticulated water or sewerage, nor will it emit any dust, heat, smoke, gaseous plumes or particulates.

Telecommunications facilities do not generally require specific stormwater or drainage works, because they have only a small footprint with minimal hardstand surfacing, and thus generate minimal runoff. The tower's foundation will be below the ground surface and there will be no hardstand surfacing (paved surface/concrete etc). As a result, the facility will have negligible impact on stormwater runoff and drainage.

6. LEGISLATIVE CONTEXT

6.1 Commonwealth Legislation

6.1.1 Telecommunications Act 1997 and Telecommunications (Low-Impact Facilities) Determination 2018

The *Telecommunications Act 1997* regulates telecommunications carrier activities, and gives certain powers to carriers to undertake maintenance and installation works. The *Telecommunications (Low-Impact Facilities) Determination 2018* provides that certain proposals are 'Low Impact' and do not require development approval, providing they fall within the parameters of the Determination.

This proposal involves establishment of a new tower. New towers are not permitted as 'Low Impact', meaning Council development consent is needed.

6.1.2 C564:2020 Mobile Phone Base Station Deployment Code

The Communications Alliance Limited *C564:2020 Mobile Phone Base Station Deployment Code* (the Deployment Code) is an industry code of practice registered by the Australian Communications and

ADVERTISED PLAN



Media Authority. It applies to all licenced telecommunications carriers. The Code sets guidelines for site selection, community consultation, design, installation and operation of telecommunications facilities.

Sections 4.1 and 4.2 are relevant to this proposal. These sections require completion of precautionary approach checklists for site selection, infrastructure design and site operation. The proposal has been sited and designed with consideration for these principles. The checklists are available on request.

It is also a requirement of the Code that an ARPANSA EME compliance report be prepared for all new mobile base stations. The ARPANSA EME Report is enclosed in **Appendix 3**.

6.2 State Legislation

6.2.1 Victoria Planning Provisions

The Victoria Planning Provisions (VPPs) are a comprehensive set of planning provisions that apply across the state of Victoria. They provide a consistent policy direction that is included in every planning scheme.

The VPPs recognise the importance of telecommunications networks to Victoria, while also identifying that deployment of telecommunications infrastructure must be balanced against adverse environmental impacts.

Clause 19.03-4S of the VPPs provides guidelines for Councils to consider. This VPP has been adopted as part of the *Frankston Planning Scheme*, and the proposal is generally compliant with its objectives and strategies. An assessment of the proposal against Clause 19.03-4S is provided in **Appendix 4**.

6.2.2 A Code of Practice for Telecommunications Facilities in Victoria (Vic Code)

An incorporated document in all Victorian planning schemes is *A Code of Practice for Telecommunications Facilities in Victoria* (the Vic Code), which allows for certain types of telecommunications infrastructure to be installed without a planning permit.

In this instance, the proposed facility does not satisfy the requirements of Section 5 of the Vic Code and a Planning Permit is required. Section 4 of the Vic Code provides guidelines for mobile carriers to consider when deploying new facilities in Victoria. An assessment of the proposal against the principles of Section 4 is provided in **Appendix 5**.

6.3 Local Planning Legislation – Frankston Planning Scheme

6.3.1 Rural Conservation Zone and Schedule 3 to Rural Conservation Zone

The proposal is generally compliant with the purpose of the Rural Conservation Zone 3 (RCZ3), as well as the conservation values outlined in Schedule 3. An assessment of the proposal against the purpose and conservation values of Clause 35.06 and Schedule 3 is provided in **Appendix 6**.

ADVERTISED PLAN



In accordance with Clause 35.06-1 of the Frankston Planning Scheme, a Planning Permit is required for the use and development of a Telecommunications Facility.

6.3.2 Metropolitan Green Wedge Land: Core Planning Provisions

The proposal is located just outside the Urban Growth Boundary and is subject to the Metropolitan Green Wedge Land: Core Planning Provisions. Proposal is generally compliant with the purpose of these provisions. An assessment of the proposal against the purpose of Clause 51.02 is provided in **Appendix 7**.

6.3.3 Telecommunications Facility

Specific provisions relating to Telecommunications Facilities are listed under Clause 52.19 of the Frankston Planning Scheme. An assessment of the proposal against the purpose of Clause 52.19 is provided in **Appendix 8**.

6.3.4 Significant Landscape Overlay & Schedule 1 to Significant Landscape Overlay

The proposal is generally compliant with the purpose of Significant Landscape Overlay 1 (SLO1), as well as the character objectives outlined in Schedule 1. An assessment of the proposal against the purpose and character objectives of Clause 42.03 and Schedule 1 is provided in **Appendix 9**.

7. ENVIRONMENTAL IMPACTS

7.1 Emissions and Health

Whilst Axicom does not operate its own telecommunications network, they provide the means for Australia's mobile carriers, government agencies and wireless service providers to do so. Axicom acknowledges that people are genuinely concerned about the safety of electromagnetic energy (EME) from mobile phone base stations.

As 5G networks start to be rolled out across Australia, there has been heightened community sensitivity regarding telecommunications infrastructure. Vodafone and Optus rely on the advice of the Australian government, other international governments, and peak health bodies such as the World Health Organization (WHO). These organizations take the view, based on the latest scientific consensus, that mobile base stations are safe.

World Health Organization

Despite extensive research, to date there is no evidence to conclude that exposure to low level electromagnetic fields is harmful to human health.

<https://www.who.int/peh-emf/about/WhatisEMF/en/index1.html>

Studies to date provide no indication that environmental exposure to RF fields, such as from base stations, increases the risk of cancer or any other disease.

<https://www.who.int/features/qa/30/en/>

The Australian Government

ADVERTISED PLAN



Mobile phone networks and other wireless telecommunications emit low-powered radio waves also known as radiofrequency (RF) electromagnetic energy (EME). This is different to ionising radiation associated with nuclear energy or use in medicine. The radio waves to which the general public is exposed from telecommunications are not hazardous to human health.

<https://www.health.gov.au/news/safety-of-5g-technology>

There is no substantiated evidence that EME causes any harm to humans when it is below the limits specified in Australian safety standards.

<https://www.infrastructure.gov.au/sites/default/files/safety-of-mobile-phone-networks-factsheet.pdf>

Health authorities around the world, including ARPANSA and the World Health Organization, have examined the scientific evidence regarding possible health effects from base stations. Current research indicates that there are no established health effects from the low exposure to the RF EME from mobile phone base station antennas.

<https://www.arpansa.gov.au/understanding-radiation/radiation-sources/more-radiation-sources/mobile-phone-base-stations>

Current research indicates that there is no established evidence for health effects from radio waves used in mobile telecommunications.

https://www.arpansa.gov.au/sites/default/files/arpansa_submission_to_inquiry_into_5g_in_australia_1.pdf

All mobile carriers must abide by the *Radiation Protection Series S-1 – Standard for Limiting Exposure to Radiofrequency Fields – 100kHz to 300GHz (2021)*, a safety standard prepared by the Australian Radiation Protection and Nuclear Safety Agency (ARPANSA), based on the recommendations of ICNIRP (International Commission for Non-Ionising Radiation Protection). The Australian Communications and Media Authority (ACMA) regulate compliance with the standard. The safety standard applies to all mobile frequencies currently used in Australia, including 3G, 4G and 5G.

The Standard operates by placing a limit on the strength of the signal (or RF EME) that mobile carriers can transmit to and from any network base station. The environmental standard restricts the signal strength to a level low enough to protect all people at all times. It has a significant safety margin, or precautionary approach, built into it.

An ARPANSA format compliance report has been prepared and is attached. The compliance report demonstrates the maximum signal strength of a proposed facility, assuming that it is handling the maximum number of users 24-hours a day.

This proposal will comply with the ACMA mandated exposure standard. Maximum EME levels from this facility will equate to **2.41%** of the standard.

Note mobile base stations are designed to operate at minimum, not maximum, power levels at all times. The facility will only operate at a level necessary to accommodate the number of customers using the facility at any one time. Accordingly, while EME levels from the facility cannot exceed **2.41%**

ADVERTISED PLAN



of the standard, they will generally be much lower than this level. The ARPANSA EME report is attached for Council's reference.

Refer to **Appendix 3** for a copy of the ARPANSA EME Report.

7.2 Environment and Biodiversity

The subject lot has been extensively cleared of vegetation to establish the church facilities and little vegetation of significance remains. The proposed site has been positioned to the southeast, in a largely cleared area of the lot, as shown in **Figure 3**.

The removal of one *Eucalyptus grandis* and trimming of one *Acacia mearnsii* is required to establish the proposed access track and compound, as identified in the Arboricultural Impact Assessment prepared by Treespace Solutions Pty Ltd.

As per the recommendations identified in Section 5 of the report, the following protection measures will be implemented during construction:

- Tree Protection Fencing is erected around the TPZ of Trees 1, 2, 4 & 5 prior to commencement of construction.
- Canopy pruning of Tree 5 will be undertaken prior to the commencement of construction by a suitably qualified arborist (minimum AQF Level 3) in accordance with AS4373-2007 Pruning of Amenity Trees.

As neither species is listed on the *Flora and Fauna Guarantee Act 1988 - Threatened List* (June 2021), the removal and trimming of the identified trees is not considered to have an adverse impact on the environment. Refer to **Appendix 10** for a copy of the Arboricultural Impact Assessment.

7.3 Heritage

The subject lot is not heritage listed and searches indicate no record of aboriginal artefacts or sensitivity. Should any artefacts be identified during build, works will cease, and the appropriate additional investigations undertaken.

The closest heritage item site is the State Heritage listed 'Westerfield' estate is located approximately 270m to the east. The proposed monopole is not anticipated to have an adverse visual impact, given its position relative to this location. Additionally, there are several mature vegetation buffers between the proposed site location and Westerfield which will provide a visual buffer.

7.4 Natural Hazards

7.4.1 Flooding

The subject lot is not identified as being subject to flooding.



7.4.2 Bushfire

The subject lot is not identified as being a bushfire management area, however it is noted as being a designated bushfire prone area.

Telecommunications facility are unmanned utility installations that do not pose any increased risk to bushfire. Notwithstanding, the land around the proposed location has been cleared of most significant vegetation and is currently maintained by Connect Christian Church as a low surface fuel environment of 10m or more. Note, Axicom are not proposing to clear the existing vegetation to the east along the property boundary due to the significant screening opportunities it affords to the adjoining landowners.

7.5 Visual Impact

Telecommunications facilities, by their nature, must be tall enough to protrude above the surrounding environment to function. Axicom acknowledge the facility will be visible from a number of perspectives within the area – however, the visual impact of this proposal is considered appropriate in this context. Additionally, certain measures have been taken to ensure that visual impact is mitigated as much as practicable.

At this location, a 35m monopole is required to meet the targeted coverage objectives for both Vodafone and Optus. Axicom note that this proposal represents a suitable planning outcome because it avoids proliferation of telecommunications infrastructure in this area – the proposed facility will support two carriers initially, and has been designed to accommodate additional infrastructure where required at a future time. Both carriers will also share the same headframe at this site, further reducing visual impact.

The proposed facility has been positioned in a location to avoid community sensitive land uses within the broader locality as far as possible, with the nearest residence being located approximately 60m southwest of the proposed facility location.

As shown in **Figure 4**, the presence of existing mature vegetation and roadside plantings surrounding the proposed facility affords significant screening opportunities, though it is noted that the top of the monopole and headframe will protrude above the tree line and will be visible from vantage points in the locality. A number of indicative photomontages have been prepared to provide a visual representation of the amenity impacts of a monopole in this location, refer **Figures 5 to 7**.

With regards to the design and appearance of the facility, the proposed monopole is considered to be a sympathetic inclusion to the natural environment when compared to other structure types, such as a lattice tower. As previously discussed, the proposed monopole will be a visible addition to the existing landscape, however, the design of the monopole and the sharing of one headframe between both Vodafone and Optus will assist in reducing visual impact as far as practicable.

Furthermore, the facility will be finished in an unpainted grey finish. This is considered to be the most sympathetic finish with regards to blending into the natural landscape, however, Axicom will considered an alternate colour scheme if requested by Council.

Overall, the proposed facility is considered to have a moderate visual impact.

ADVERTISED PLAN



Figure 4: Photomontage locations and mature vegetation (shown in blue) surrounding the proposed facility location (Nearmap).



Figure 5: Indicative views of proposed facility from Stotts Lane (Location A). Note the photomontage is not to scale and is indicative only. Much of the facility is expected to be screened by vegetation, with only the uppermost part of the facility protruding above the tree line.

ADVERTISED PLAN



Figure 6: Indicative views of proposed facility from Robinsons Road and Golf Links Road roundabout (Location B). The facility will benefit from vegetation screening from this perspective. Note photomontage is not to scale and indicative only.



Figure 7: Indicative view of proposed facility from Robinsons Road (Location C). Note photomontage is not to scale and indicative only.

ADVERTISED PLAN



Figure 8: Removal of Tree 3, as identified in the Arboricultural Impact Assessment is required to establish the proposed access track, as shown in red (Field Investigation, 27 August 2021).



Figure 9: Trimming of Tree 5, as identified in the Arboricultural Impact Assessment is required to avoid encroachment over the proposed compound area, as shown in red (Arboricultural Impact Assessment, 7 April 2022).

ADVERTISED PLAN



Figure 9: View of existing roadside vegetation from the closest properties to the proposed facility on Golf Links Road (Field Investigation, 27 August 2021).



Figure 10: View of existing mature vegetation along the property boundary of the Village Baxter estate on Golf Links Road (Field Investigation, 27 August 2021).

8. CONCLUSION

Axicom, on behalf of Vodafone and Optus, are seeking consent to install a new telecommunications facility, in the form of a 35m monopole with associated ancillary equipment, at 135 Golf Links Road, Frankston South. The proposal will improve upon the existing 3G and 4G network services in the area, and establish 5G services, for both carriers.

The proposal is generally consistent with Council planning requirements and has as small as possible a visual impact. Given the significant public benefit afforded by the proposal, it is requested that consent be granted to undertake the proposed development.

APPENDIX 1: CERTIFICATE OF TITLE



APPENDIX 2: PROPOSAL PLANS



APPENDIX 3: ARPANSA EME REPORT





ADVERTISED PLAN

APPENDIX 4: VICTORIAN PLANNING PROVISIONS

Compliance with Clause 19.03-4S Telecommunications	
Objective	
To facilitate the orderly development, extension and maintenance of telecommunications infrastructure.	Complies. This proposal is for the orderly development of a new telecommunications facility. The proposal will provide additional capacity for Vodafone and Optus mobile and data services to residential and commercial customers in Frankston South and the surrounding area.
Strategies	
Facilitate the upgrading and maintenance of telecommunications facilities.	Not applicable. The proposal is for a new telecommunications facility.
Ensure that modern telecommunications facilities are widely accessible to business, industry and the community.	Complies. The proposal will provide improved Vodafone and Optus 3G and 4G mobile and data services and establish 5G services in Frankston South and the surrounding area.
Ensure the communications technology needs of business, domestic, entertainment and community services are met.	Complies. The proposal will provide access to more reliable Vodafone and Optus mobile and data services to businesses, residents and emergency services organisations in Frankston South and surrounding areas.
Ensure that the use of land for a telecommunications facility is not prohibited in any zone.	Complies. In accordance with Clause 35.06-1 of the Frankston Planning Scheme, the proposal is not considered a prohibited use within the Rural Conservation Zone 3.
Encourage the continued deployment of broad telecommunications that are easily accessible by: <ul style="list-style-type: none"> Increasing and improving access for all sectors of the community to the broadband telecommunications trunk network Supporting access to transport and other public corridors for the deployment of broadband networks in order to encourage infrastructure investment and reduce investor risk 	Complies. The proposal will provide additional capacity for Vodafone and Optus mobile and data services to residential and commercial customers in Frankston South and the surrounding areas.
Ensure a balance between the provision of important telecommunications services and the need to protect the environment from adverse impacts arising from telecommunications infrastructure.	Complies. The proposal seeks to minimise environmental impacts as far as possible. The proposal has been sited within a cleared area of the subject lot and does not require significant vegetation removal to establish the proposed compound and access track. Vegetation removal will be limited to the removal of one <i>Eucalyptus grandis</i> and trimming of one <i>Acacia mearnsii</i> . As neither species is listed on the <i>Flora and Fauna Guarantee Act 1988 - Threatened List</i> (June 2021), the removal and trimming of the identified trees is not considered to have an adverse impact on the environment.
Planning should have regard to national implications of a telecommunications network and the need for consistency in infrastructure design and placement.	Complies. The proposal will provide access to more reliable Vodafone and Optus mobile and data services to businesses, residents and emergency services organisations in Frankston South and surrounding areas.

ADVERTISED PLAN



APPENDIX 5: A CODE OF PRACTICE FOR TELECOMMUNICATIONS FACILITIES IN VICTORIA

Compliance with Vic Code, Section 4	
Principle 1: A Telecommunications Facility should be sited to minimise visual impact.	
On, or in the vicinity of a heritage place, a telecommunications facility should be sited and designed with external colours, finishes and scale sympathetic to those of the heritage place. A heritage place is a heritage place listed in the schedule to the Heritage Overlay in the planning scheme.	Complies. The proposal is not located on, nor in the vicinity of a heritage place. The closest heritage property is identified as 'Westerfield', a State Heritage listed estate located approximately 270m east.
A telecommunications facility mounted on a building should be integrated with the design and appearance of the building.	Not applicable – the proposed facility will not be mounted on a building.
Equipment associated with the telecommunications facility should be screened or housed to reduce its visibility.	<p>Complies. The proposed outdoor equipment units will be located at ground level adjacent to the proposed monopole, the units have been setback approximately 30m from Golf Links Road and will be partially screened by the presence of existing roadside planting on the subject lot. While the units may be visible motorists from certain vantage points located along Golf Links Road, these units will not create a visual distraction for motorists travelling along this road.</p> <p>Additionally, the proposed facility has been sited to take advantage of the screening opportunities afforded by the surrounding vegetation as far as practical. As this is a well-established area, it is noted that the amenity impacts afforded by the vegetation will vary from one aspect to another and the headframe will protrude above the tree line. Telecommunications facilities, by their nature, must be tall enough to protrude above the surrounding environment to function. Axicom acknowledge the facility will be visible from a number of perspectives within the area – however, the visual impact of this proposal is considered appropriate in this context.</p>
The relevant officer of the responsible authority should be consulted before any street tree is pruned, lopped, destroyed or removed.	Complies. Axicom is seeking approval for the removal of removal of one Eucalyptus grandis and trimming of one Acacia mearnsii as part of this Planning Permit application.
A telecommunications facility should be located so as to minimise any interrupted to a significant view of a heritage place, a landmark, a streetscape, vista or a panorama, whether viewed from public or private land.	Complies. The proposal is not anticipated to interrupt any significant view of a heritage place, landmark, streetscape, vista or panorama. The closest heritage place is identified as 'Westerfield', a State Heritage listed estate located approximately 270m east.
Principle 2: A Telecommunications Facility should be co-located wherever practical.	
Wherever practical, telecommunications lines should be located within an existing underground conduit or duct.	Complies. The proposal includes the installation of underground power and fibre infrastructure.

ADVERTISED PLAN



Compliance with Vic Code, Section 4	
Principle 2: A Telecommunications Facility should be co-located wherever practical.	
Overhead lines and antennae should be attached to existing utility poles, towers or other radiocommunications equipment to minimise unnecessary clutter.	<p>Complies. No overhead lines are proposed as part of this development.</p> <p>In relation to the antennas, the proposed Vodafone and Optus equipment will be attached to the proposed Axicom 35 monopole.</p>
Principle 3: Health standards for exposure to radio emissions will be met.	
A telecommunications facility must be designed and installed so that the maximum human exposure levels to radio frequency emissions comply with <i>Radiation Protection Standard – Maximum Exposure Levels to Radiofrequency Fields – 3kHz to 300 GHz, ARPANSA, May 2002</i> .	Complies. The proposal has been designed, and will be installed, to satisfy the requirements of the <i>Radiation Protection Standard – Maximum Exposure Levels to Radiofrequency Fields – 3kHz to 300 GHz</i> . Refer to Appendix 3 – ARPANSA EME Report .
Principle 4: Disturbance and risk relating to siting and construction should be minimised. Construction activity and site location should comply with State environment protection policies and best practice environmental management guidelines.	
Soil erosion during construction and soil instability during operation should be minimised in accordance with any relevant policy or guideline issues by the Environment Protection Authority.	Complies. The proposal will comply with necessary erosion and sediment control measures during construction of the proposed facility.
Construction should be carried out in a safe and effective manner in accordance with relevant requirements of the <i>Occupational Health and Safety Act 1985</i> .	Complies. The proposed facility will be constructed in line with the requirements of the Act.
Obstruction or danger to pedestrians or vehicles caused by the location of the facility, construction activity or materials used in construction should be minimised.	Complies. The proposal will not interfere with pedestrian or traffic flow once it is operational.
Where practical, construction should be carried out during times that cause minimum disruption to adjoining properties and public access.	Complies. Axicom are willing to coordinate construction works with Council to minimise disruption to the local community.
Traffic control measures should be taken during construction in accordance with <i>Australian Standard AS1742.3 – 2002 Manual of uniform traffic control devices – Traffic control devices on roads</i> .	Complies. Axicom's construction contractors will consider the requirements of the Standard in the event that traffic control is required.
Open trenching should be guarded in accordance with <i>Australia Standard Section 93.080 – Road Engineering AS 1165 – 1982 – Traffic hazard warning lamps</i> .	Complies. Axicom's construction contractors will consider the requirements of the Standard where open trenching is required.

ADVERTISED PLAN



Compliance with Vic Code, Section 4	
Principle 4: Disturbance and risk relating to siting and construction should be minimised. Construction activity and site location should comply with State environment protection policies and best practice environmental management guidelines.	
Disturbance to flora and fauna should be minimised during construction and vegetation replaced to the satisfaction of the land owner or responsible authority at the conclusion of work.	Complies. The proposal is not anticipated to have an adverse impact or disturbance to flora or fauna.
Street furniture, paving or other existing facilities removed or damaged during construction should be reinstated (at the telecommunication carrier's expense) to at least the same condition as that which existed prior to the telecommunications facility being installed.	Complies. Any removal or damage of street furniture, paving or existing infrastructure will be made good prior to the completion of the construction period.



ADVERTISED PLAN

APPENDIX 6: RURAL CONSERVATION ZONE

Compliance with Clause 35.06 Rural Conservation Zone	
Purpose	
To implement the Municipal Planning Strategy and the Planning Policy Framework.	Complies. This proposal is for the orderly development of a new telecommunications facility. The proposal will provide additional capacity for Vodafone and Optus mobile and data services to residential and commercial customers in Frankston South and the surrounding areas.
To conserve the values specified in a schedule to this zone.	Complies – see below.
To protect and enhance the natural environment and natural processes for their historic, archaeological and scientific interest, landscape, faunal habitat and cultural values.	Complies. The proposal seeks to minimise environmental impacts as far as possible. The proposal has been sited within a cleared area of the subject lot and does not require significant vegetation removal to establish the proposed compound and access track. Vegetation removal will be limited to two small trees and some minor branch trimming. It is not anticipated that the proposal will have adverse impacts on the surrounding environment.
To protect and enhance natural resources and the biodiversity of the area.	As above.
To encourage development and use of land which is consistent with sustainable land management and land capability practices, and which takes into account the conservation values and environmental sensitivity of the locality	As above.
To provide for agricultural use consistent with the conservation of environmental and landscape values of the area.	<p>Complies. This proposal is for the orderly development of a new telecommunications facility. The proposal will provide additional capacity for Vodafone and Optus mobile and data services to residential and commercial customers in Frankston South and the surrounding areas. These mobile and data services will support the development of agricultural use in the surrounding area.</p> <p>Additionally, as the proposal has been sited within a cleared area of the subject lot and does not require significant vegetation removal it is not anticipated to adversely impact the conservation of environmental and landscape values of the area.</p>
To conserve and enhance the cultural significance and character of open rural and scenic non-urban landscapes.	Complies. The proposal is not anticipated to adversely impact the cultural significance and character of open rural and scenic non-urban landscapes. Additionally, the presence of existing mature vegetation and roadside plantings surrounding the proposed facility affords significant screening opportunities as far as practical, though it is noted that the top of the monopole and headframe will protrude above the tree line and will be visible from vantage points in the locality. Telecommunications facilities, by their nature, must be tall enough to protrude above the surrounding environment to function. Axicom acknowledge the facility will be visible from a number of perspectives within the area – however, the visual impact of this proposal is considered appropriate in this context.

ADVERTISED PLAN



Compliance with Schedule 3 to Clause 35.06 Rural Conservation Zone	
Conservation Values	
To maintain a predominantly rural break between Frankston and Langwarrin while accommodating some low intensity, fringe urban uses.	Complies. Given the small scale of the proposal, it is not anticipated to adversely impact the land use intensity to any significant extent that a rural break between Frankston and Langwarrin is not maintained.
To protect remnant vegetation and to protect water quality, particularly in the Western Port Catchment.	Complies. The proposal seeks to minimise environmental impacts as far as possible. The proposal has been sited within a cleared area of the subject lot and does not require significant vegetation removal to establish the proposed compound and access track. Vegetation removal will be limited to two small trees and some minor branch trimming. It is not anticipated that the proposal will have adverse impacts on the surrounding environment.

ADVERTISED PLAN



APPENDIX 7: METROPOLITAN GREEN WEDGE LAND: CORE PLANNING PROVISIONS

Compliance with Clause 51.02 Metropolitan Green Wedge Land: Core Planning Provisions	
Purpose	
To protect metropolitan green wedge land from uses and development that would diminish its agricultural, environmental, cultural heritage, conservation, landscape natural resource or recreation values.	Complies. This proposal is for the orderly development of a new telecommunications facility. The proposal will provide additional capacity for Vodafone and Optus mobile and data services to residential and commercial customers in Frankston South and the surrounding areas. Given the small footprint of the proposal, it is not anticipated that it will diminish the agricultural, environmental, cultural heritage, conservation, natural resource or recreation values of the RCZ3 land.
To protect productive agricultural land from incompatible uses and development.	Complies. Given the small scale of the proposed development, it is not anticipated to adversely impact any productive agricultural land.
To ensure that the scale of use is compatible with the non-urban character of metropolitan green wedge land.	Complies. Given the small scale of the proposed development, it is considered to be compatible with the non-urban character of metropolitan green wedge land.
To encourage the location of urban activities in urban areas.	Not applicable.
To provide transitional arrangements for permit applications made to the responsible authority before 19 May 2004.	Not applicable.
To provide deeming provisions for metropolitan green wedge land.	Not applicable.



ADVERTISED PLAN

APPENDIX 8: TELECOMMUNICATIONS FACILITY

Compliance with Clause 52.19 Telecommunications Facility	
Purpose	
To ensure that telecommunications infrastructure and services are provided in an efficient and cost effective manner to meet community needs.	Complies. This proposal is for the orderly development of a new telecommunications facility. The proposal will provide additional capacity for Vodafone and Optus mobile and data services to residential and commercial customers in Frankston South and the surrounding areas.
To facilitate an effective statewide telecommunications network in a manner consistent with orderly and proper planning.	As above.
To encourage the provision of telecommunications facilities with minimal impact on the amenity of the area.	Complies as far as practical. Telecommunications facilities, by their nature, must be tall enough to protrude above the surrounding environment to function. Axicom acknowledge the facility will be visible from a number of perspectives within the area – however, the visual impact of this proposal is considered appropriate in this context, noting this is a well-established area and there were limited candidate options. Notwithstanding, certain measures have been taken to ensure that visual impact is mitigated as much as practicable. Refer to Appendix 9 for further information.

ADVERTISED PLAN



APPENDIX 9: SIGNIFICANT LANDSCAPE OVERLAY AND SCHEDULE 1

Compliance with Clause 42.03 Significant Landscape Overlay	
Purpose	
To implement the Municipal Planning Strategy and the Planning Policy Framework.	Complies. This proposal is for the orderly development of a new telecommunications facility. The proposal will provide additional capacity for Vodafone and Optus mobile and data services to residents and businesses in Frankston South and the surrounding areas.
To identify significant landscapes.	Not applicable. The proposal is for a new telecommunications facility.
To conserve and enhance the character of significant landscapes.	<p>Complies as far as practical. From a technical perspective, telecommunications facilities must be tall enough to protrude above the surrounding environment in order to function. Axicom acknowledge the facility will be visible from a number of perspectives within the area, however we consider that visual impact is appropriate in context.</p> <p>The proposed facility is intended to service parts of Langwarrin and Frankston which are well established, and much of the land in these areas has already been developed for residential purposes. Axicom has sought to minimise visual impact by locating the facility on non-residential land. Note there are limited options on non-residential land in this area.</p> <p>All of the potential candidates identified in Section 3.2 of the Town Planning Report are on non-residential land between Golf Links Road and the Peninsula Link. All land in this area is subject to the Significant Landscape Overlay. Accordingly, regardless of which location was chosen, it would not have been possible to completely avoid impacts on areas that Council considers to be significant landscapes.</p> <p>Whilst Axicom sought to locate the proposed facility away from residential areas, the respective landowners, which included Council, were either unresponsive or unsupportive of the proposal. Of the six potential candidates, a site at 135 Golf Links Road is best positioned to satisfy Vodafone and Optus' coverage objectives for residents in Langwarrin. This location represents a considerably superior option to siting the facility in residential areas south and west of Golf Links Road.</p> <p>Notwithstanding, certain measures have been taken to ensure that visual impact is mitigated as much as practicable, these include:</p> <ul style="list-style-type: none"> ■ Use of a monopole is proposed. Monopoles are considered to be a sympathetic inclusion to the environment when compared to other structure types, such as lattice towers, because of their slimmer profile. ■ To minimize visual bulk, Vodafone and Optus antennas will be mounted on a single headframe, reducing visual impact compared with separate headframes at different heights.

ADVERTISED PLAN



Compliance with Clause 42.03 Significant Landscape Overlay	
Purpose	
To conserve and enhance the character of significant landscapes.	<ul style="list-style-type: none"> The facility has been sited to take advantage of the screening opportunities afforded by the mature vegetation surrounding the proposed compound area. As this is a well-established area and in the interest of avoiding the residential development directly to the north, east and south, as well as the State Heritage Listed 'Westerfield' estate located 270m to the east, the proposed location is considered appropriate. The screening afforded by the vegetation will minimise amenity impacts from surrounding perspectives as far as practical. The facility will be finished in a pale grey, which is considered to be the most sympathetic finish with regards to blending into the natural landscape in all weathers. It will also match other existing vertical elements in the area, such as light poles and power poles. However, Axicom will considered an alternate colour scheme if requested by Council.
Compliance with Schedule 1 to Clause 42.03 Significant Landscape Overlay	
Character Objectives	
To conserve and enhance the area's trees and native vegetation for its intrinsic, habitat and landscape values.	Complies. The proposal seeks to minimise environmental impacts as far as possible. The proposal has been sited within a cleared area of the subject lot and does not require significant vegetation removal to establish the proposed compound and access track. Vegetation removal will be limited to the removal of one Eucalyptus grandis and trimming of one Acacia mearnsii. As neither species is listed on the Flora and Fauna Guarantee Act 1988 - Threatened List (June 2021), the removal and trimming of the identified trees is not considered to have an adverse impact on the environment.
To protect national, state, regional and locally significant vegetation and biodiversity within the municipality.	As above.
To protect and enhance bio links across the landscape and ensure that vegetation is suitable for maintaining the health of species, communities and ecological processes, including the prevention of the incremental loss of vegetation.	As above.
To ensure that development and management of land demonstrates the 'avoidance hierarchy': <ul style="list-style-type: none"> – To avoid adverse impacts, particularly through vegetation clearance. – If impacts cannot be avoided, to minimise impacts through appropriate consideration and expert input to project design or management. – Identify appropriate mitigation options. Only after avoidance and minimisation actions are thoroughly investigated should mitigation be considered.	As above.

ADVERTISED PLAN**Environmental EME Report**

Location	135 Golf Links Road, FRANKSTON SOUTH VIC 3199		
Date	28/01/2022	RFNSA No.	3199056

How does this report work?

This report provides a summary of levels of radiofrequency (RF) electromagnetic energy (EME) around the wireless base station at 135 Golf Links Road, FRANKSTON SOUTH VIC 3199. These levels have been calculated by Nokia using methodology developed by the Australian Radiation Protection and Nuclear Safety Agency (ARPANSA).

A document describing how to interpret this report is available at ARPANSA's website:

[A Guide to the Environmental Report.](#)

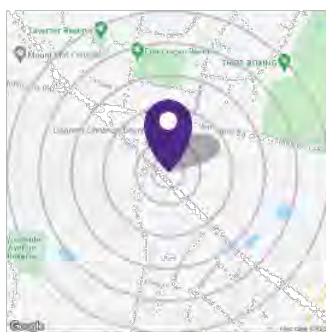
A snapshot of calculated EME levels at this site

There are currently no existing radio systems for this site.

The maximum EME level calculated for the **proposed** changes at this site is

2.41%

out of 100% of the public exposure limit, 179 m from the location.

**EME levels with the proposed changes**

Distance from the site	Percentage of the public exposure limit
0-50 m	0.85%
50-100 m	2.00%
100-200 m	2.41%
200-300 m	2.37%
300-400 m	1.53%
400-500 m	0.88%

For additional information please refer to the EME ARPANSA Report annexure for this site which can be found at <http://www.rfnsa.com.au/3199056>.

Radio systems at the site

This base station currently has equipment for transmitting the services listed under the existing configuration.

The proposal would modify the base station to include all the services listed under the proposed configuration.

Carrier	Existing		Proposed	
	Systems	Configuration	Systems	Configuration
Vodafone			3G, 5G	NR/LTE700 (proposed), NR/LTE850 (proposed), NB-IOT900 (proposed), WCDMA900 (proposed), NR/LTE1800 (proposed), NR/LTE2100 (proposed), NR3500 (proposed)
Optus			3G, 4G, 5G	LTE700 (proposed), LTE900 (proposed), WCDMA900 (proposed), LTE1800 (proposed), NR3500 (proposed), NR2300 (proposed), LTE2100 (proposed), LTE2300 (proposed), LTE2600 (proposed)

ADVERTISED PLAN**An in-depth look at calculated EME levels at this site**

This table provides calculations of RF EME at different distances from the base station for emissions from existing equipment alone and for emissions from existing equipment and proposed equipment combined. All EME levels are relative to 1.5 m above ground and all distances from the site are in 360° circular bands.

Distance from the site	Existing configuration			Proposed configuration		
	Electric field (V/m)	Power density (mW/m ²)	Percentage of the public exposure limit	Electric field (V/m)	Power density (mW/m ²)	Percentage of the public exposure limit
0-50m				5.18	71.23	0.85%
50-100m				8.35	184.92	2.00%
100-200m				8.44	189.17	2.41%
200-300m				7.97	168.31	2.37%
300-400m				6.41	109.15	1.53%
400-500m				4.80	61.02	0.88%

Calculated EME levels at other areas of interest

This table contains calculations of the maximum EME levels at selected areas of interest, identified through consultation requirements of the [Communications Alliance Ltd Deployment Code C564:2020](#) or other means. Calculations are performed over the indicated height range and include all existing and any proposed radio systems for this site.

Maximum cumulative EME level for the proposed configuration

Location	Height range	Electric field (V/m)	Power density (mW/m ²)	Percentage of the public exposure limit
No locations identified				



APPENDIX 10: ARBORICULTURAL IMPACT ASSESSMENT

ADVERTISED PLAN

ADVERTISED PLAN

ARBORICULTURAL IMPACT ASSESSMENT

**PROPOSED AXICOM TELECOMMUNICATIONS FACILITY
135 GOLF LINKS ROAD, FRANKSTON SOUTH**

PREPARED BY:

**CONSULTANT ARBORIST
GRAD CERT (ARB), MENV, BENVSCI**

7 APRIL 2022



Treespace Solutions Pty Ltd

Email

www.treespacesolutions.com.au

ADVERTISED PLAN

CONTENTS

1.0	Introduction.....	2
2.0	Discussion	2
3.0	Lease Plan & Tree Impact Assessment	3
4.0	Tree Impact Assessment.....	4
5.0	Recommendations	4
6.0	Aerial Photograph	5
7.0	Photographs	6
8.0	Tree Assessment Data	7
9.0	Descriptors	8
10.0	Tree Protection Fencing.....	10
11.0	Assessment Methodology	11

ADVERTISED PLAN

1.0 INTRODUCTION

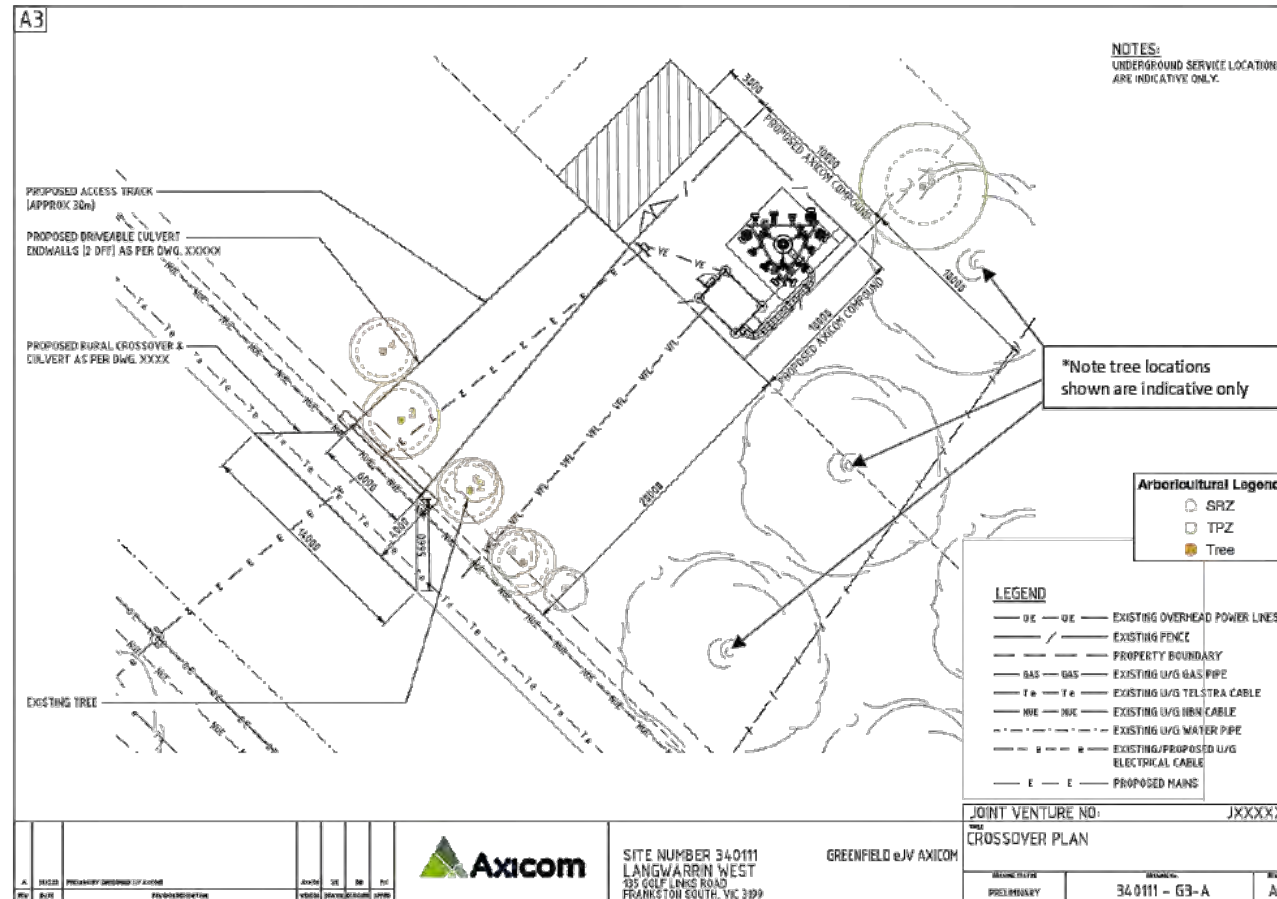
- 1.1.1 Treespace Solutions Pty Ltd has been engaged by Axicom to provide an Arboricultural Impact Assessment for the proposed telecommunications facility and compound at 135 Golf Links Road, Frankston South.
- 1.1.2 Scope of work:
- Provide an assessment of the existing trees within and adjacent to the site and proposed facility location including an identification of the species, estimated age, health, structure, form, ULE and retention value.
 - Assessment of associated impact of the proposal in accordance with *AS4970-2009 Protection of trees on development sites* with consideration to minimising the loss of vegetation and/or construction impacts.
- 1.1.3 A total of five individual trees were assessed on 16 March 2022 from within the subject site and using a Richter 10m Fibreglass Diameter Tape.

2.0 DISCUSSION

- 2.1.1 The proposed site for the telecommunications facility and compound is located within the south-east corner of the subject site.
- 2.1.2 The property is a large, wedge-shaped parcel which predominantly consists of open lawn areas, while a community church and asphalt parking is located near the centre of the site.
- 2.1.3 The site is irregularly treed, with most of the canopy cover in rows along the northern and eastern boundaries and a cluster of trees located to the south of the church.
- 2.1.4 Surrounding land use is mainly residential, however to the east of the site is a large property consisting of paddocks and bushy vegetation.
- 2.1.5 The subject trees comprise of four semi-mature *Eucalyptus grandis* (Flooded Gum) in good condition along the Golf Links Road frontage, and one *Acacia mearnsii* (Black Wattle) along the eastern boundary of the site adjacent to the proposed compound.
- 2.1.6 The *A. mearnsii* is in poor condition due to borer damage within lower trunk and has a short Useful Life Expectancy. The root zone of the tree is well setback from the proposed works, however the tree has an extended lower branch which protrudes ~6m from the trunk and over the proposed compound footprint.
- 2.1.7 Refer to Section 8.0 Tree Assessment Data for further details.

ADVERTISED PLAN

3.0 LEASE PLAN & TREE IMPACT ASSESSMENT



ARBORICULTURAL IMPACT ASSESSMENT

135 GOLF LINKS ROAD, FRANKSTON SOUTH

ADVERTISED PLAN

4.0 TREE IMPACT ASSESSMENT

4.1.1 The assessment has been prepared with the following drawings:

- 340111-G3-A Preliminary (Greenfield EJV Axicom) Revision A prepared by Axicom 1 February 2022.

4.1.2 The current proposal involves the installation of a 35m monopole installed within a compound. Mains power and a fibre cable are proposed for installation between the facility and Golf Links Road, while a crossover and access track will provided access from the south of the site.

4.1.3 Tree removals – Tree 3

4.1.4 Tree 3 is located within the footprint of the proposed access track. The tree is the largest of the roadside planting group, however a redesign of the track alignment is not recommended as other tree/s will likely be impacted, and these will have a similar landscape value as Tree 3 in the short term regardless.

4.1.5 No TPZ encroachment – Trees 1, 2, 4 & 5

4.1.6 The remaining trees are within close proximity to proposed works (access track- Trees 2 & 4, fibre cable- Tree 1 and compound- Tree 5), however they are sufficiently setback to avoid TPZ encroachment.

4.1.7 The trees will require Tree Protection Fencing to ensure adverse indirect impacts are avoided.

4.1.8 Tree 5 will require canopy pruning to provide adequate clearance from the compound footprint.

4.1.9 All other trees within the vicinity of the compound are adequately setback and will not incur canopy or root zone impacts.

5.0 RECOMMENDATIONS

5.1.1 Tree 3 is shown on all Site Plans as 'To be Removed'.

5.1.2 Tree 5 is subject to canopy pruning prior to commencement of construction. Pruning should be undertaken by a suitably qualified arborist (minimum AQF Level 3) and in accordance with AS4373-2007 Pruning of amenity trees. Pruning should be limited to the minimum amount necessary to obtain adequate clearance from the proposed compound footprint.

5.1.3 Tree Protection Fencing is erected around the TPZ of Trees 1, 2, 4 & 5 prior to commencement of construction. See Section 10 for further detail on Tree Protection Fencing.

ADVERTISED PLAN

6.0 AERIAL PHOTOGRAPH



Figure 2: Nearmap image 11 September 2020

ADVERTISED PLAN

7.0 PHOTOGRAPHS



ADVERTISED PLAN

8.0 TREE ASSESSMENT DATA

Tree	Taxon	Common Name	Origin	DBH (cm)	TPZ (m)	DAB (cm)	SRZ (m)	Height x Width (m)	Age	ULE (years)	Health	Structure	Arboricultural value
1	<i>Eucalyptus grandis</i>	Flooded Gum	Australian Native	11	2	15	1.5	6x4	Semi-mature	20+ years	Good	Good	Low
2	<i>Eucalyptus grandis</i>	Flooded Gum	Australian Native	14	2	16	1.6	7x5	Semi-mature	20+ years	Fair-good	Good	Low
3	<i>Eucalyptus grandis</i>	Flooded Gum	Australian Native	20	2.4	25	1.9	8x6	Semi-mature	20+ years	Good	Good	Medium
4	<i>Eucalyptus grandis</i>	Flooded Gum	Australian Native	12	2	17	1.6	7x3	Semi-mature	20+ years	Fair-good	Good	Low
5	<i>Acacia mearnsii</i>	Black Wattle	Indigenous	32	3.9	38	2.3	9x7	Over-mature	1-5 years	Fair	Poor	Low

ADVERTISED PLAN

9.0 DESCRIPTORS

Tree Protection Zone (TPZ)	The principal means of protecting trees on development sites. The TPZ is a combination of the root area and crown area requiring protection. It is an area isolated from construction disturbance, so that the tree remains viable.
Structural Root Zone (SRZ)	The area required for tree stability. The SRZ is typically calculated when a major encroachment into a TPZ is proposed.
Taxon:	Botanical name of tree.
Common Name:	Accepted common name of taxon
Sources for Taxon and Common Names:	
Flora of Victoria online (https://vicflora.rbg.vic.gov.au/)	
Horticultural Flora of South-Eastern Australia (Vols. 1-5)	
Origin:	
Indigenous	Naturally occurring taxon within locale. Considered Native under planning scheme provisions
Victoria	Naturally occurring taxon within Victoria. Considered Native under planning scheme provisions
Australian	Australian native. Occurs naturally within Australia, but outside Victoria.
Exotic.	Introduced taxon to Australia.
DBH:	Diameter at breast height (1.4m), in centimetres.
DAB:	Diameter of trunk immediately above root buttress, in centimetres.
Height:	Height of tree, in metres.
Width:	Estimated width of tree, in metres.
TPZ:	Tree Protection Zone calculated in accordance with AS4970-2009 Protection of Trees on Development Sites.
SRZ:	Structural Root Zone calculated in accordance with AS4970-2009 Protection of Trees on Development Sites.
Form	Shape of tree crown
Age	
Juvenile:	Young, recently planted tree.
Semi-mature:	Tree is developing and established.
Mature:	Specimen has reached expected size in current situation, limited extension growth.
Over-mature:	Specimen entering stage of decline, declining health.
Senescent	Tree is in advancing decline.
Health	
Good:	Optimal vigour for this taxon. Crown full with good density, foliage entire, with good colour, minimal or no pathogen damage. Good growth indicators, e.g. extension growth. No or minimal canopy dieback. Good wound-wood and callus formation.
Fair:	Tree is exhibiting one or more of the following: Tree has <30% deadwood. Or can have minor canopy dieback. Foliage generally with good colour, some

ADVERTISED PLAN

discolouration **may** be present, minor pathogen damage present. Typical growth indicators, e.g. extension growth, leaf size, canopy density for species in location may be slightly abnormal.

Poor: Tree has >30% deadwood. Canopy dieback present. Discoloured or distorted leaves and/or excessive epicormic re-growth. Pathogen is present and/or stress symptoms that could lead to or are contributing to the decline of tree.

Dead: Tree is dead.

Structure

Good: Optimal structure for this taxon. Sound branch attachment and/or no minor structural defects. Trunk and scaffold branches sound or only minor damage. Good trunk and scaffold branch taper. No branch over extension. No damage to structural roots, good buttressing present. No obvious root pests or diseases.

Fair: Some minor structural defects and/or minimal damage to trunk. Bark missing. Cavities could be present. Minimal or no damage to structural roots. Typical structure for species.

Poor: Major structural defects and/or trunk damaged and/or missing bark. Large cavities and/or girdling or damaged roots that are problematic.

Useful Life Expectancy (ULE)

The length of time a tree can be maintained as a useful amenity specimen. Contingent on a number of factors including expected life-span of the taxon, health and structure, pest, and diseases, weed status.

Arboricultural Value

None Tree with severe health and/or structural defects that cannot be rectified through reasonably practicable Arboricultural works; Tree may be inter dependent with surrounding trees and will be unable to be retained once adjacent shelter trees are removed; The tree is classed as a noxious or environmental weed species and is detrimental to the environment.

Low A tree that offers little in terms of contributing to the of the future landscape for reasons of poor health, structural condition, and/or species suitability, including propensity to weediness; A tree that is not significant due to its size and/or age and can be easily replaced; Tree with a ULE of under 10 years; Trees classed as having a low retention value may be able to be retained in the mid to short term if they do not require a disproportionate expenditure of resources (i.e. design modification).

Moderate A tree with some attributes that may benefit the site in relation to botanical, horticultural, historical, or local significance but may be limited to some degree by their current health condition or future growth in relation to existing or future site conditions and/or immediate/future maintenance requirements. The tree is likely to tolerate changes in its environment and will respond to arboricultural treatments. Trees classed as having a moderate retention **value should** be considered for retention if reasonably practicable. Arboricultural works may be required but should remain within reasonable limits. Tree may have a ULE of over 10 years if managed appropriately.

High A tree in good overall condition that has the potential to positively contribute to the landscape in the long-term if appropriately managed. Species is suited to its existing site conditions and can tolerate certain changes in its environment. Ideally, trees with a high retention value should be retained and incorporated into any development plans. The tree is worthy of retention wherever possible.

ADVERTISED PLAN

10.0 TREE PROTECTION FENCING

- 10.1.1 Tree Protection Fencing must consist of chainmesh temporary fencing or similar, be a minimum of 1.8m tall and be erected before any machinery or materials are brought onto or off the site and before the commencement of all demolition works. The enclosed TPZ areas within the site boundaries are to be mulched with composted mulch at a depth of 100mm.
- 10.1.2 Any change to the tree protection fencing must be approved and sited by the project arborist.
- 10.1.3 Signage must be placed around the outer edge of perimeter the fencing identifying the area as a TPZ. The signage must be visible from within the development, with the lettering complying with AS 1319.
- 10.1.4 Other than the approved works, those activities generally excluded from the TPZ, both fenced, and unfenced section, include:
- Storage of materials and/or chemicals
 - Parking of vehicles and machinery (except for section of retained driveway)
 - Excavation, cultivation, or compaction of existing soil levels, trenching or soil level changes
 - Wash down and cleaning of equipment
 - Refuelling
 - Dumping of waste/chemicals
 - Burning of materials
 - Placement of fill
 - Physical Damage to trees

ADVERTISED PLAN

11.0 ASSESSMENT METHODOLOGY

- 11.1.1 On 16 March 2022, Jason Clifford carried out a site inspection at the above-mentioned site. The trees were inspected from the ground only and no diagnostic tests have been carried out. Observations were recorded, and photographs were taken during the inspection.
- 11.1.2 The inspection was carried out in accordance with steps one and two of the internationally recognised Visual Tree Assessment (VTA). This method for assessing trees was developed by Matlack and Breloer (1994) and is included in standard arboricultural texts by Harris, Clarke, and Matheny (2004) and Lonsdale (1999).
- 11.1.3 No evasive or diagnostic tests were carried out. If step three of the VTA process is deemed necessary, it will be recommended in this report.
- 11.1.4 DBH and DAB measurements were recorded using a Richter 10m Fibreglass Diameter Tape.
- 11.1.5 Diameter at Breast Height (DBH) is measured at 1.4m as per the Australian Standard 4970 - 2009 Protection of trees on development sites assessment guidelines.
- 11.1.6 Tree Protection Zones (TPZ) have been calculated at DBH x 12 as per the Australian Standard 4970 - 2009 Protection of trees on development sites.
- 11.1.7 Tree health and structure were assessed based on descriptors from the aforementioned arboricultural texts.
- 11.1.8 Trees are assessed based on size, location, health, structure, significance, management requirements and local by-laws.
- 11.1.9 Based on the above-mentioned descriptors, trees are categorised having an arboricultural value of none, low, moderate, or high.
- 11.1.10 All photographs were taken with a Samsung A22 mobile phone by the report's author.

Consideration of Reports of Officers

CHIEF EXECUTIVE OFFICER'S QUARTERLY REPORT - OCTOBER - DECEMBER 2022 PERIOD

Public Version - Chief Executive Officer Quarterly report - October - December 2022

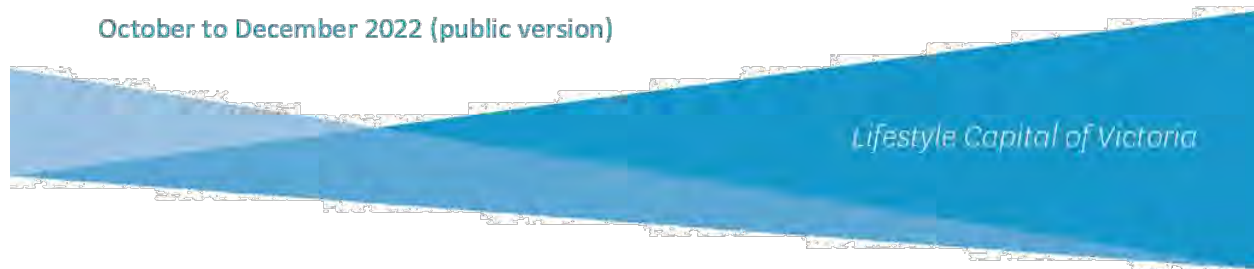
Meeting Date: 30 January 2023

Attachment: A

Frankston City

Chief Executive Officer's Quarterly Report

October to December 2022 (public version)



I am pleased to present the Chief Executive Officer's Quarterly Report for the period ending 31 December 2022 (public version).

The information within this public document represents the period in time from October to December 2022 inclusive and the comments below reflect this 'date stamp', providing greater transparency and a more comprehensive view of the organisation and its key activities.

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.

I would like to congratulate both Mayor Conroy on his re-election to the role as Frankston City Council Mayor for 2022/23 term, a second consecutive term – the first back to back result for over 20 years and Deputy Mayor Cr Liam Hughes, Frankston City's youngest ever Deputy Mayor.

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

Regards

Phil Cantillon

Chief Executive Officer

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

PEOPLE AND CULTURE

Weekly communication

The CEO distributes each Monday, an informative all-staff email 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. A special Christmas wishes and reflection email was sent mid-December 2022 to staff from the CEO noting key themes of action from the staff survey for implementation in 2023.



Future Ready Frankston – Excellence Awards

In early November 2022, the Directorate Future Ready Frankston Excellence Award ceremonies were held at the Frankston Arts Centre. Each Directorate held separate awards ceremonies with winners announced at the event. The nominations highlighted the breadth of what Council does to support its community.

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.

Cultural Awareness training

Council recently run a Cultural Awareness training to all employees. The first workshop held on 28 October 2022 was attended by Cr Sue Baker along with 28 staff. The facilitator AJ Williams-Tchen of Wiradjui/Wogjobulak descent presented the training which aimed to help staff build productive and responsive relationships with Aboriginal communities to aid greater understanding of local Aboriginal issues, culture and ways of doing business. Further workshops were held in late November 2022 and early December 2022.

Deployment of staff to flood-affected communities

Council recently deployed two of its staff to assist with the flood recovery efforts in rural Victoria, to City of Greater Shepparton and Campaspe Shire Council. Deployed staff undertook Secondary Impact Assessments of flood affected properties, which helps to understand and quantify the extent and cost of property damage.

Future Ready Kick Start Program

The Kick Start Program commences on the 7/2/23 following an expression of interest process to select the 16 participants for the program. The program is a key component of our Leadership Program Suite and is targeted at new People Leaders or staff aspiring to leadership positions. The customised program runs for 6 months and is co-facilitated by Time 2 Talk Leadership and Frankston City Council subject matter experts. The 2022 program concluded in July 2022 with participants providing positive feedback about the facilitators, course structure and content. Participants are able to apply the practical tools, approaches and knowledge back in the work place and are feeling more confident to perform their leadership roles or to prepare them to take on leadership roles in the future.

Retirement of Mandatory Vaccination Policy

Following the changes from the State Government ceasing the requirement for mandatory worker vaccinations in some industries, Council commenced a consultation process with employees and relevant unions proposing to retire the Mandatory Vaccination Policy in November 2022. Following the consultation, the decision to retire the policy was made and will be implemented in Quarter 3. The retirement of this policy means that workers are longer required to have two doses of the COVID-19 vaccination to be employed by Frankston Council, expect for any work areas where public health orders apply.



All Staff Survey 2022

The staff survey was administered by Best Practice Analytics from 16 May 2022 to 27 May 2022, with a response rate of 74%. This was our best response rate. As an organisation, 65 questions rated statistically better than the last pulse survey in 2021, 38 questions stayed the same and only 5 questions rated statistically worse than the last survey. Two of the key indicators within the survey are the employee engagement score which improved from 45% in June 2021 to 54% and the Truly Great Place to Work score which improved from 65% to 68%. Considering the challenges and impacts on the organisation as a result of COVID, these results were very pleasing.

A comprehensive rollout plan of the results was implemented during June – July 2022, and Culture Improvements Plans developed at the team, Directorate and Organisation levels to respond thoughtfully to the survey results to continue strengthening the culture.

ORGANISATIONAL HIGHLIGHTS

Council's therapy dog

Council is lucky to have its own wellness dog named Odie, who regular attends the Civic Centre on Wednesdays and other Council sites by request. As a therapy dog, Odie helps Council staff lessen our reactions to stressful situations and increase resilience. Recently, Odie and his handler were recertified as Level 2 (a certified visiting therapy dog and handler team).

External Awards

Frankston City received six nominations in the School Crossings Supervisor of the Year awards hosted by School Crossing Victoria. Nominated were Maureen Wainwright, Sandra Scott, Leonie Caulfield, Ross Reid, Bob Nimmo and Debbie Mills. Mrs Wainwright who works at one of the John Paul College crossings, won the prize.

Awards/Certificates (internal)

In early October 2022, volunteers were thanked at the Impact Volunteer Awards 2022 recognising the selfless acts which the many volunteers perform for our municipality. In attendance at the event was the State Member for Frankston, Mr Paul Edbrooke MP, Mayor Conroy, and Cr Sue Baker along with the CEO.

Corporate donations and fundraising

A member of Council's Youth Service team recently participated and promoted fundraising for the "Do it in a Dress" campaign for young women in Sierra Leone and Uganda to assist with equal access to education, health and enjoy gender equality.

BUSINESS TRANSFORMATION

Council's Websites

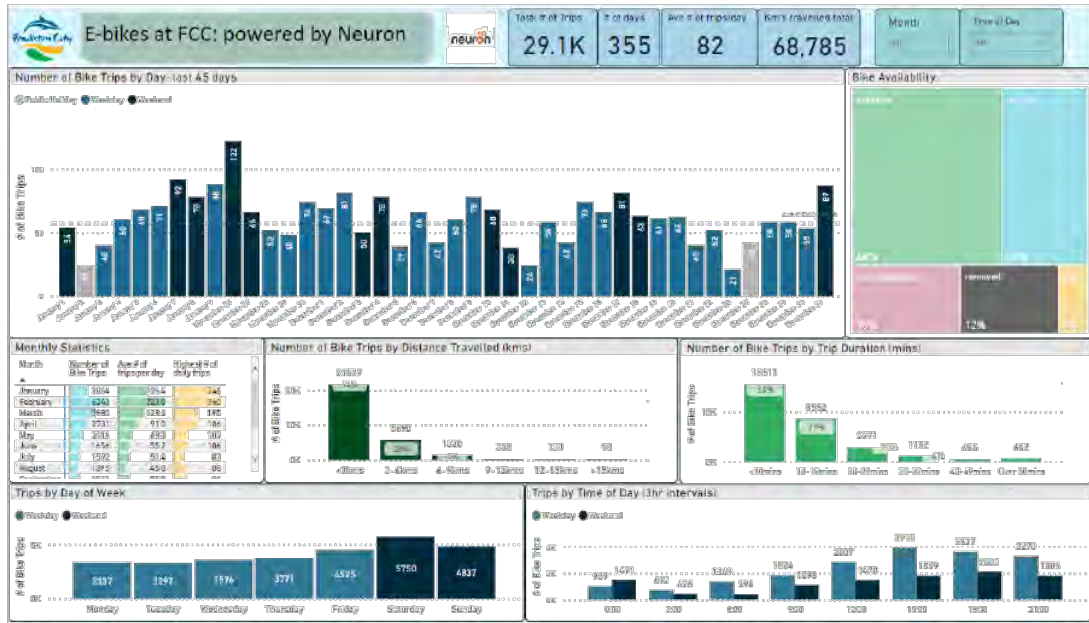
Since the last reporting cycle, Council has completed its core content rewrite. The site will now move into ongoing maintenance and upkeep mode. The team has started preliminary work on the remaining websites due for an upgrade and will continue through the next reporting period.

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. Community consultation will be undertaken in the next reporting period to help inform the future use of e-bikes within municipality.



The Smart Parking trial continued through the reporting period with Council gathering valuable data into parking trends and habits. This data will be used to help inform future parking decisions within the trial area. Two parking apps have been launched and can be downloaded from the Apple and Google Play stores. The first app is called 'Strada Mobile' and enables the user to pay for parking from their mobile device.

The second is called 'Parking at Frankston' and enables the user to locate available parking bays in real time within the trial area. More information is available on Council's website at <https://www.frankston.vic.gov.au/Community-and-Health/Transportation-and-parking/Smart-Parking-Trial>





After the successful launch of Frankston City Council's Transparency Hub, there have been an encouraging numbers of downloads and interactions within the portal.

Number of Users	1,400
Number of Manual Dataset downloads	204
Number of API calls	120,000
Most popular Datasets	e-bikes, animal registrations, capital works delivery

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/>

Finally, in the last reporting period Council launched three digital way finding screens located at Frankston Foreshore, Wells Street and Young Street (in front of the train station) to help locals and visitors to navigate and explore Frankston. This was initiative was a partnership with State Government as Council continue its Smart City journey.

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:

- Real time data and high quality aerial imagery from Drones, allowing for faster data collection.
- Procurement process enhancements leading to faster tendering processes. Reduced time to agree a contract. Reduced staff time spent in procurement activities. Better value contracts and faster access to goods and services for Council.
- Statutory planning process improvement leading to significant reduction in processing times of key decision points in the planning application process including over 300 hours of staff time.
- Migration online forms from papers based formed resulting in the reduction of over 5000 paper based forms and saving of staff hours digitizing responses.
- Reduced manual processing of customer request reporting resulting in 60 hours of saved resource time.

Public Art & Big Picture Festival 2023

The Big Picture Fest is returning for its sixth year in March 2023. All artists have been booked and are working on their concepts. The festival will culminate in a laneway party, the Block Party on Friday 24 March 2023 with bands and street performers. The sculpture program has grown by the addition of five leased sculptures from Sculpture by the Sea being displayed within the municipality for three years.



Discover Frankston

The 22/23 Destination Event Attraction roll out has begun with the Sunset Twilight markets at the Waterfront, attracting 1,200 people over two events, and Lucky Day Out live music event at Kinetic Stadium, attracting 1500 people and, Pixar Putt, a mini golf exhibition, commenced at McCombs Reserve in December 2022 until the end of January 2023. Round 2 of the Destination Event Attraction Program, has secured 'Winter in Frankston' to take place in the 2023 June/July school holidays. The Destination Event Strategy consultation process and background was finalised during this period in preparation for a Council briefing currently scheduled in February 2023. The Discover Frankston Instagram Account officially clocked over 10,000 followers, enabling the Blue Verification Badge, becoming Council's first verified Instagram account.

Frankston Major Events

Frankston's Christmas Festival of Lights was held on Saturday 26 November 2022, despite the inclement weather approximately 45,000 patrons were in attendance, with reports from surrounding restaurants they were at capacity.

Frankston Arts Centre

Utilisation for the Arts Centre over the quarter was as follows: Cube 37 60.3%; Theatre 78%; Function Centre 51.08% and Lounge/Hospitality 47.82%. The Box Office sold over 33,065 tickets in the quarter. It is the first time in three years that the Arts Centre has been able to host our Community Clients for their end of year celebrations, concerts and presentation nights.

FAC presented the last two season performances of 2022 with the biggest audiences of the year with over 700 attending the circus act 'Backbone' and a sold out show of 800 to Melbourne Symphony Orchestra's performance of Handel's 'Messiah'.

Frankston Libraries

Library programs have been extremely popular with 11,995 attendances for the quarter. There have also been 165,668 total book loans. Currently, the total library membership is sitting at 51,164, with 95,240 visits from the community via onsite, online and outreach.

Hospitality Update

With just over 37,000 people attending performances last quarter it's been a busy period for the Main Foyer Bar, with the Express Bar in the Peninsula Room seeing increased utilisation.

During this time, the Hospitality Team were delighted to bring the Faulty Towers Dining Experience to the Frankston Arts Centre, providing laughter, frivolity and amazing food across two sold out performances.

With approximately 38 functions ranging in attendance from 22 to 440, there has been a great variety of experiences. From cocktail parties, valedictory services, graduations, a Teddy Bear Expo, and a Psychic and Wellbeing Expo, to workshops, networking events, awards ceremonies, presentations, anniversaries and openings. This has showcases the Centre's flexibility across a wide range of function styles and expectations.

Council's Corporate Customer Service Update

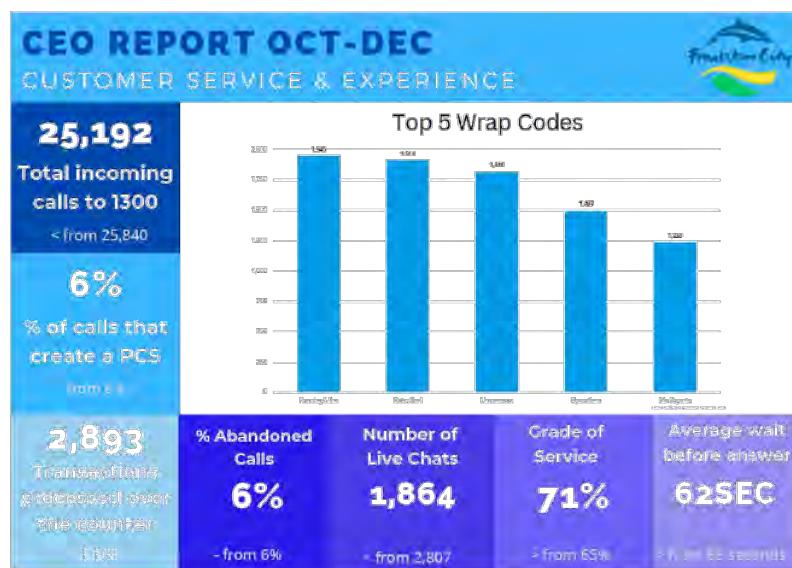
The Customer Service and Experience team have once again been busy this quarter. Operationally our call centres had high volumes of calls with the rates instalments due early in this quarter.

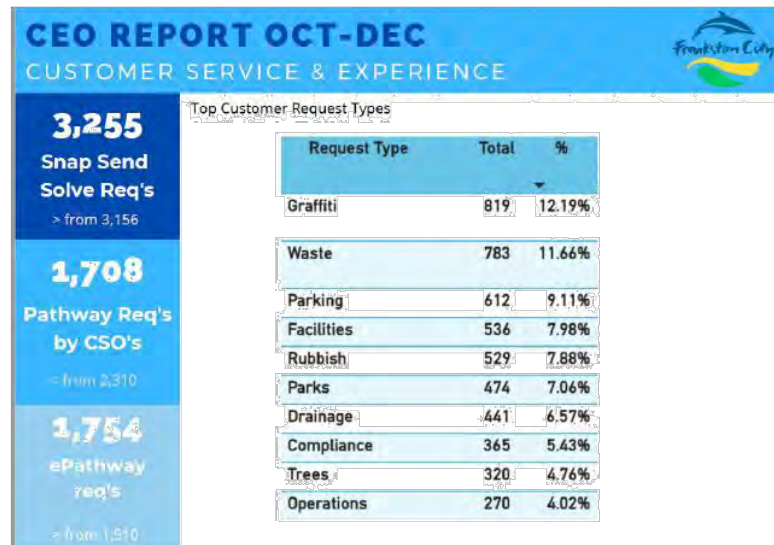


As we came towards the end of the quarter and year, we would generally see a decrease in volume, this year however remained consistent with a high Grade of Service result- a 6 point increase from the previous quarter. Our customer also like to be served face to face, this remained consistent. Our customers choose our Langwarrin Service Centre as their centre of choice.

Our customers also find the ease of using the Snap Send Solve platform appealing. A portion of these digital requests were customers reporting graffiti, where they can take a picture and send it through for actioning. Allowing for a great customer experience.

Our Customer Experience Strategy begins the first year initiatives with the focus being on communication and education to the organisation.





Social and media engagement - Frankston City Community

The final months of the calendar year is always busy in the social media and media space. Mayoral elections are of interest to the community and the local media, and this year was no exception with the Mayoral election on the front page of the Frankston Times.



There have been a number of major community engagement projects that the Communications team supported, including the FMAC structure plan and the Advanced Waste Processing work, before then moving to the Waste Circularity Plan.

In social media the highlights were the Christmas Festival of Lights event and the announcement of the rapid response team.

There was extensive communications support necessary for the food truck issue at Olivers Hill. While this was a difficult time, the team worked tirelessly on crisis and issue communications to ensure the community was kept informed.

Communication about key local events, including the New Year's Eve Lucky Day Out event and the upcoming 2023 Waterfront Festival.

Infrastructure wise, December 2022 was an exciting month with four redeveloped play spaces opened to the public in time for the Christmas/Summer holidays. This received extensive social media communications and will lead January's Frankston City News.

Community Engagement Update

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 Waste Circularity engagement and FMAC Structure Plan which was extensive and included things like walking tours and pop ups.

A full report on the engagement results for FMAC will be available in February 2023.

The team also continues to work with DEECA on the engagement for Seaford Wetlands.

Kindergarten Capacity and Infrastructure Planning was also a key component of the month of December 2022, continuing to end March 2023 with online and in-person engagement on the proposed new Langwarrin Kinder/Maternal Child Health site.

Other key project undertaking engagement in this quarter include:

- Coastal and Marine Management;
- Safer communities;
- Climate Change;
- Child Safety;
- Bardia Ave and Dandenong Road East road works;
- Youth Action Plan.

Work is currently underway on engagement for planning for engagement in the first quarter of 2023, inclusive of:

- Langwarrin kinder/MCH drop in sessions and managing high-interest online engagement.
- Review of E-Bike trial;
- Commercial Operator (Food truck) Guidelines;
- Draft Place Activation Plan;



- Seaford Wetlands – Draft Master Plan;
- Kananook Reserve Masterplan;
- RF Miles Reserve name changes;

Building Frankston's Future (BFF) Capital Works Awareness

A number of BFF branded signs continue to be installed across the city, including:

- Carrum Downs Tennis Courts reconstruction and lighting upgrade
- Seaford Community Centre orb sculpture and forecourt works

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 Kindergarten planning and all new play spaces opened in December;
- Building Frankston's Future branding and messaging continues to be showcased in Frankston City News and eNews;
- Opening at Orwil Reserve featured the Building Frankston Future tear drop banners as a backdrop to the speaker lecterns.

Customer Requests Update

When the community request information/service from the council, the demand is measured in two ways; one being via our customer service channels (aka "1. Customer Requests") or via written correspondence - emails and paper-based letters (aka "2. ReM Requests").

Performance analysis is performed quarterly and year on year to gauge trends more accurately and to account for seasonal variances (e.g. animal registration renewal, rates notices).

1. Customer Requests:

1.1 Table below highlights Customer Requests Oct-Dec 2022 (Q2)



Council received 13,945 requests in Q2 which is a decrease of 13% from the same time last year (15,965) but an increase of 5% over Q1 (13,170). Council closed 13,428 requests, down 13% from last year (15,512).

At the end of Quarter 2, Council had 3,698 open requests with an average number of day's open of 165*. This is up from last quarter where the average was 135*. This higher number includes the more complex long-term requests that require much effort to resolve. Council continues to improve our internal processes, especially for the requests that are complex.

The average number of days* to respond was 11 in Q2 which has decreased 13% compared to last year (12 days).

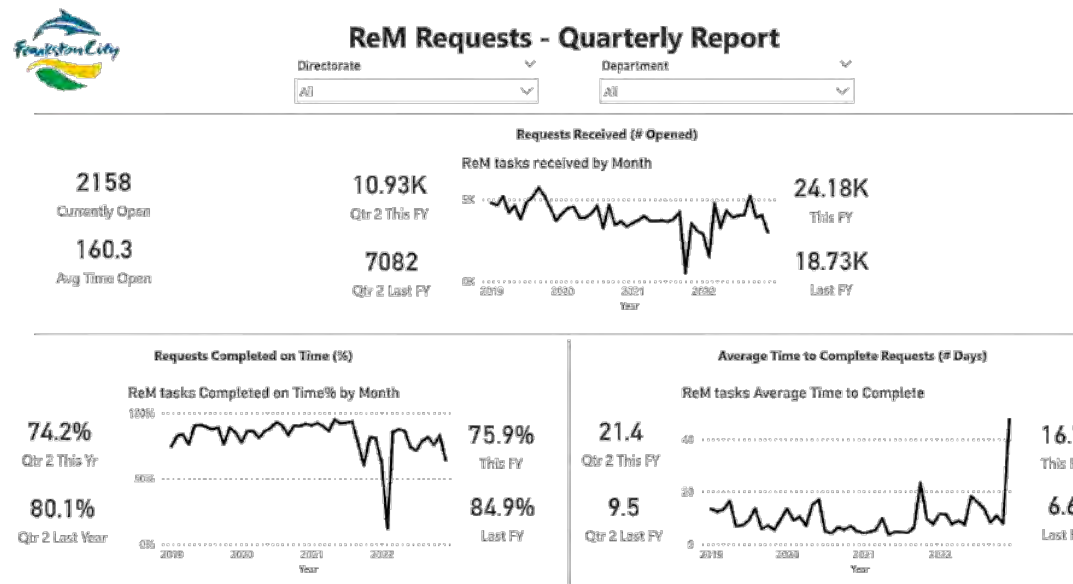
Although the volume for Customer Requests in Q2 was down compared to this time last year, more work is needed to decrease our response time and the closure of complex requests.

* Figures are rounded to the nearest whole number.



2. ReM Requests:

2.1 Table below highlights ReM Requests Oct-Dec 2022 (Q2)



Council received 10,925 pieces of correspondence in Q2 which is a 54% increase from the same time last year (7,082)! This is an 18% decrease from Q1 (13,280).

There are 2,158 open ReM requests, down 26% from 2,929 in Q1.

Council aims to respond to correspondence within 10 days- Q2 showed we met that benchmark 74% of the time (80% for Q2 last year, decrease of 7%).

The average number of days to respond to correspondence was 21* days for this reporting period which is an increase of 134% compared to last year (9 days).

Overall, the performance for the quarter was mixed, a big jump in ReM requests has increased our timely response and is something we are actively addressing to ensure we can meet the expectations of the community.

* Figures are rounded to the nearest whole number.



Statutory Planning data update – Quarter 2 (2022-23)

Statutory planning on-time delivery for Quarter 2 (Q2) at 66 percent was below the target of 70 percent. While this is an improvement on Quarter 1 (Q1), timeframe performance continues to be impacted by higher application lodgments and accumulated outstanding application load.

Additional resource support through consultants and contractors is continuing to assist in deciding outstanding applications and as a result progressively reducing the outstanding application load. Council was also recently successful in recruiting two full time entry level planner positions, both commenced at the beginning of 2023 which will further assist in improving timeframe performance and reducing the outstanding application load.

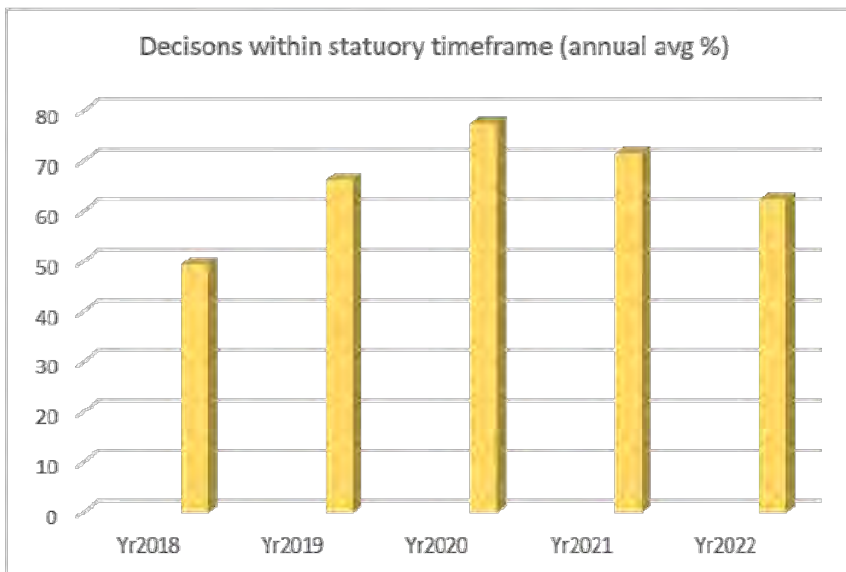
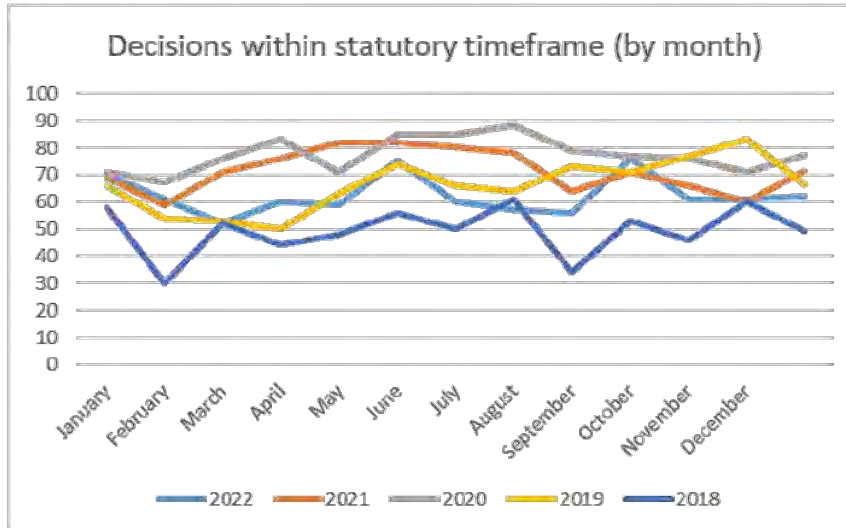
As at the time of preparation of this report, there are 335 undecided planning permits, amendment to planning permits, and plan approval applications currently with Council. It is expected that with recent recruitment undertaken in Q1 and Q2 2022-23 and continued contractor support, application workloads and 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.

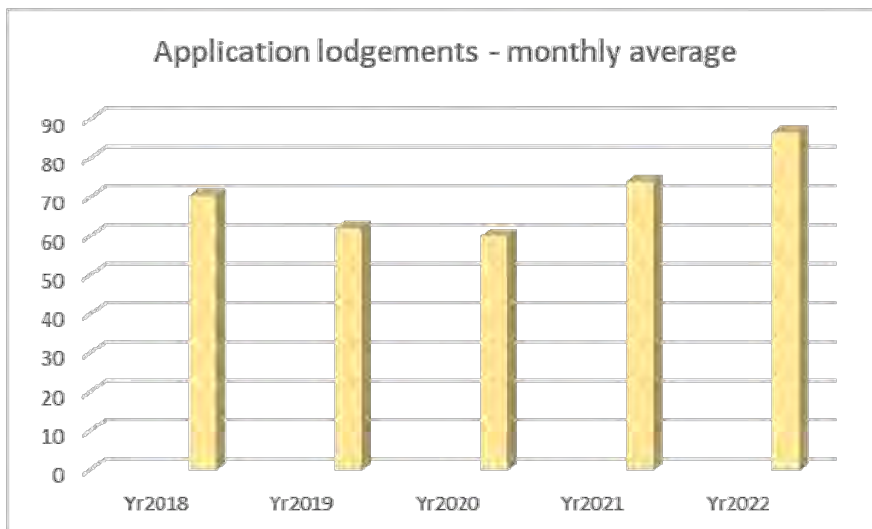
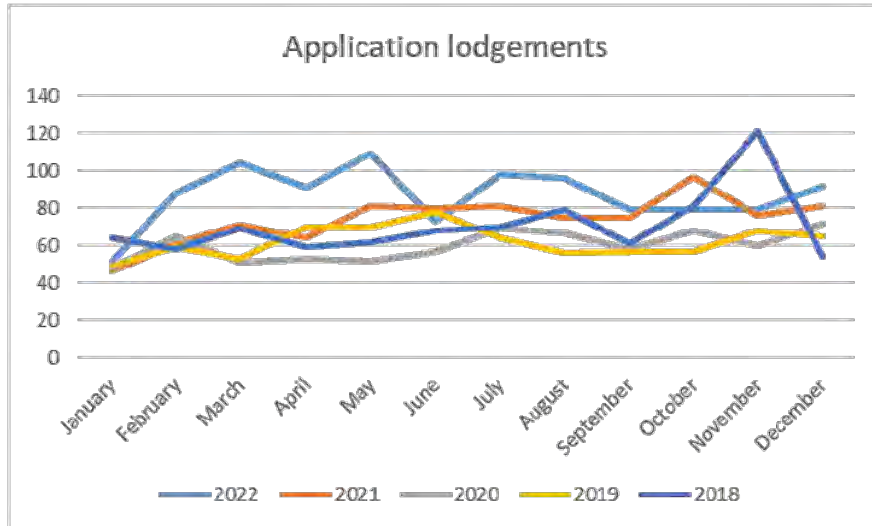
The on-time delivery data is illustrated in the charts below (calendar year) as well as the volume of applications received per month over the last five years. This demonstrates the consistent volume of applications received each month, noting that the lodgement volume includes new permit and amendment applications and other consent types, but is still not reflective of all work undertaken in the processing of planning permit applications. We received higher application volumes in 2022, with an average of 87 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 Q2 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 2 (2022-23)	
Contribution Type	Total Amount Received
Open Space Contributions	\$655,500.00
Car Parking Financial Contributions (cash-in-lieu)	\$0.00







Environmental Health update- Food Business Inspection and Enforcement Outcomes Quarter 2 (2022-23)

Council reports on food safety activities which are considered key performance indicators, as part of the Local Government Performance Reporting Framework, which is also published on the 'Know Your Council' website.

Every year, Council Environmental Health Officers (EHOs) undertake *statutory food premises inspections* at over 900 registered food businesses across the Frankston municipality. Where EHOs assess the food safety practices, food safety procedures and food safety risks of a food business and its employees. On occasion, some food businesses fail to adhere to the expected food safety hygiene standards when handling and selling food to the community.

In these instances, EHOs will raise a critical or major non-compliance outcome based upon the serious food safety risks identified at the food premises inspection. The *Critical and major non-compliance notifications* measurement indicates that once critical or major food safety risks has been identified, the EHOs conduct a follow up inspection to ensure the risks have been adequately addressed and food safety is no longer compromised.

Where critical and major inspection outcomes occur, Council EHOs can undertake various enforcement actions against the food business proprietors. This can include issuing a *Food Act 1984* (Vic) Orders or a *Food Act 1984* (Vic) Direction on the food business proprietor. These provide clear, legal directions to a food business proprietor to improve a food handling and storage practice, repair defective equipment, clean the food business, and require employees to undertake additional food safety training, such as allergen awareness.

As part of this enforcement action, EHOs can also issue *Food Act 1984* (Vic) *Penalty Infringement Notices* for severe or ongoing major or critical food safety risks identified at a food business. This can serve as a major deterrent for the business to improve food safety standards and better public health outcomes for the community.

Summary of Food Business Inspection and Enforcement Outcomes (Quarter 2, 2022-23)

Critical and major non-compliance notifications – follow ups (2022-23)

The percentage of *critical and major non-compliance outcome notifications* that are followed up by EHOs at registered food businesses was **93.65% for Quarter 2 of 22/23**.

This demonstrates a high level of follow-up action taken by the Environmental Health team to address any critical and major non-compliances raised at statutory food business inspections.

Critical and major non-compliance notifications (2022-23) history chart

Quarter 2 of 2022/2023 showed an improvement in the percentage of follow up action completed by Environmental Health Officers.



This follow-up result of 93.65% exceeds the required target of 60% which has been set by the organisation.



Number of compliant statutory food premises inspections

The total number of statutory inspections where the food business achieved an outcome of complaint for Quarter 2 was **283**.

Number of non-compliant statutory food premises inspections

The total number of statutory food premises inspections where the food business failed and was non-compliant for Quarter 2 was **42**.

This amounts to 328 statutory food premises inspections conducted with a compliance rate of 85.2%.

Food Enforcement - Number of Food Act Orders/Directions Issued

The total number of Food Act Orders/Directions issued to food business proprietors, as part of enforcement against serious food safety breaches for Quarter 2 was **five (5)**.

Food enforcement - Number of Penalty Infringement Notices Issued

The total number of Penalty Infringement Notices issued to food business proprietors, as part of enforcement against serious food safety breaches for Quarter 2 was **five (5)**.



Summary of Food Business Inspection Outcomes data (Quarter 2, 2022-23)

Food Business Inspection and Enforcement Outcomes for Quarter 2, 2022/2023	OCT	NOV	DEC	TOTAL
Critical and major non-compliance notifications – follow ups	n/a	n/a	n/a	93.65%
Number of compliant statutory food premises inspections	104	118	61	283
Number of non-compliant statutory food premises inspections	22	13	7	42
Food Enforcement - Number of Food Act Orders/Directions Issued	2	2	1	5
Food Enforcement - Number of Penalty Infringement Notices Issued	4	1	0	5

City Futures Department update

The following Policy & Strategy Development work was undertaken during October-December 2022:

- The draft Frankston Metropolitan Activity Centre Structure Plan was taken to the community from 31 October to 13 December 2022, seeking feedback and submissions through a range of consultation opportunities. At the time of writing this report:
 - 14 submissions received.
 - 3,043 fliers were delivered adjacent and within the FMAC boundary.
 - 372 participants at the workshops, pop ups and walking tours.
 - 94 contributors to the online survey.
 - 98 online comments.
- Progress continued on the Draft Frankston Industrial Strategy, building on the feedback received during consultation in the previous quarter. An internal workshop with a range of key stakeholders was held on 7 December to help refine the development of the draft.
- The Frankston Housing Strategy is underway with consultants undertaking extensive background research during this quarter, developing the Discussion Paper and the community engagement plan.
- Stakeholder consultation was undertaken to inform the development of the Safer Communities Policy and Strategy throughout November to December, to present the findings from the community consultation and data analysis and seek input to guide the development of strategic priorities. Consultations were held with:
 - Internal project working group;
 - Local Safety Committee, comprising Victoria Police;



- Municipal Emergency Management Planning Committee;
 - Child and Family Partnership and Family Violence Network;
 - Taskforce.
- The Year One Annual Report and Year Two Action Plan for the Health and Wellbeing Plan 2021-25 were presented to Council at its 12 December OM, and subsequently were adopted. The Year One Annual Report has been formally submitted to the Department of Health, as per statutory requirements.
 - The Housing Advisory Committee Work Plan was developed to set out the Committee's plan of action meet the objectives set out in its Council adopted Terms of Reference. The Work Plan was presented to Council at its meeting on 12 December and adopted.
 - Three Frankston Revitalisation projects were completed in December 2022:
 - White Street Mall upgrade, including festoon lighting, programmable glowing spheres and a projector to share various graphic content. To compliment this space, a calendar of activations was developed and will be delivered across January 2023 to help draw the community's attention to the newly upgraded Mall.
 - Frankston Pier Lighting Installation of 16 LED lanterns that have been integrated to light both the Sight Line wind vanes and meet public lighting requirements.
 - Fletcher Road Revitalisation including the integrated public art and lighting installation.
 - The review of the Commercial Operator (food/beverage trucks) Guidelines commenced and included an externally facilitated Commercial Operator forum held on 22 November 2022. The forum sought feedback from current, previous and aspirational mobile commercial operators on a range of topics including current and potential activation sites; timelines and length of license tenure; fee structure; application and assessment process and criteria; and communication with officers. Feedback from the forum will be used to inform new Draft Guidelines, which in turn, will be used to inform a Community Engagement process. The Draft Guidelines will be finalised in the first quarter of 2023 and will be released for Community Consultation.
 - A report on the strategic audit and review of the Invest Frankston Business Grants program was presented at a Councillor Briefing on 7 November 2022 and noted at the Council Meeting of 12 December. The report included eleven audit recommendations as well as feedback gained from a business operator survey asking both previous successful and unsuccessful applicants (as well as business operators who had never applied for a business grant) about their previous experience with the program. Key improvement areas, outlined below, will be implemented prior to the next round of business grants being offered in early 2023.
 - Grant Categories;
 - Grant Funding amounts;
 - Marketing, Promotion and Awareness;
 - Application Process;
 - Assessment Panel Composition;
 - Assessment Criteria;



- Record Keeping and Governance;
 - Grant Recipient Reporting Requirements.
-
- A review of the Draft Sustainable Economy and Skilled Community Strategy was completed demonstrating that not all industry sectors within Frankston City, nor the impacts of COVID-19 on the local economy are represented in the draft document. Further data collection and analysis has commenced to address this.
 - Disbandment of the former Frankston Job Seeker Alliance and support for the newly formed 'Skills and Jobs Network Frankston' was received at the Council Meeting of 21 November 2022. Council officers will continue to have active involvement in the new network.
 - An audit of all commercial properties within the Frankston City Centre was completed and will be used to inform work to address both vacancy rates and vacant shopfront appeal. Stage 2 of the audit, including commercial properties across the entire municipality, is complete. This information will allow the Economic Investment and Attraction team to identify, maintain the currency of and report on vacant commercial properties, property use, zones and existing permits.
 - Work towards the development of Frankston City Council's first strategic, municipality wide, Place Activation Plan has progressed. The aim of this plan is to work with the community to identify and implement a range of place activations and activities to improve the health and wellbeing of the community along with supporting businesses to enhance economic prosperity. Community Consultation is scheduled for Quarter 3.
 - All business operators with current extended outdoor dining 'parklets' were issued license extensions until 30 June 2023 to allow for the review of the current Frankston City Council Kerbside Trading Guidelines which do not currently allow for these. Minor traffic safety improvement works including line markings, reflective raised pavement markers, signage and concrete blocks were carried out on several the parklets to support the license extensions. Community Consultation is scheduled for Quarter 3.
 - The consultant's report relating to the feasibility of the northern and southern sections of Witternberg Reserve as a Native Vegetation Offset site was completed. Officers are seeking quotes for the cost of the fencing required by DEWLP to qualify the site as an offset. A report will be presented to Council in Quarter 3.
 - The draft Climate Change Strategy and Action Plan was presented at the Council Meeting on the 21 November seeking the endorsement for community consultation. The draft Strategy was



made available for the public to comment on the Engage Frankston platform from 22 November. A series of pop up sessions were held across Frankston City:

- Workshop- Joy Street Community garden. Climate ready gardening;
- 29th November – Seaford Library;
- 29th November - Langwarrin Service Centre;
- 30th November – Frankston library;
- 30th November Carrum Downs Library.

Community consultation will conclude in Quarter 3 with the final Strategy to be prepared and be presented to Council in March 2023 for adoption.

- Following the completion of the Canopy tree mapping across three years (2017 to 2022) for Frankston, Frankston Heights, Karingal and the Frankston Metropolitan Activity Centre (FMAC), Consultants have been engaged to review data to determine opportunities for increasing canopy cover and develop a 10 year planting plan.
- The Coastal Marine Management Plan Values, Issues and Opportunities report was presented to Councillors in November 2022. This report summarised the feedback from stakeholders and community consultation undertaken in Quarter 1. Community Consultation is currently underway and with Precinct plans, vision statements and precinct based actions being prepared and will be reported to Council in Quarter 3.
- A review and stocktake of existing outdoor Christmas Decorations was completed, including a benchmarking with other councils to determine allocated budget. This review will be used to support a proposal for improvements to Christmas decorations across the municipality in 2023, including refurbishment and / or upgrade of current decorations and a wider distribution to include more local shopping strips.
- An online survey for landlords/property owners of vacant commercial properties across the municipality was developed. The survey will identify individual property features and potential lease arrangements on offer to support new business operators seeking a suitable property in Frankston City, and the activation of vacant commercial properties.

The following Programs and Events were delivered during October - December 2022:

- The *“Community Grants Program - Environmental Sustainability”* concluded with seven applications being received. Applications were reviewed for eligibility against the criteria with budget of \$10,000 for 2022/23 financial year being allocated to six applicants.



- The *'Linking to Business'* program was delivered, in partnership with Monash University. This program provided work placement opportunities for six Monash Business students for a two week duration.
- Three *'Business Plan Accelerator'* workshops were delivered by Transcend and funded by the Australian government. These workshops provided information about, the business support services and resources offered by Frankston City Council to prospective Frankston City business operators and/or small business operators that expressed interested to further develop or expand their offerings.
- Council's first *'After Dark Activation Grants'* program was delivered - resulting in three successful applications. The applications were assessed by an Independent Assessment Panel with grants totalling \$48,262 awarded to Nature Bar Café; Guitar Village; and Twisted Sister (café). Officers are now reviewing the application and assessment criteria and processes, with the aim of utilising the remaining \$71,738 of 2022-23 grant funding to activate the Frankston City Centre via a Winter Wonderland / Christmas in July program.
- Two murals were completed as a part of the Seaford Activation Grants which was an externally funded program through the Office of Suburban Development (OSD). Painted by artist Melanie Caple using local flora and fauna as inspiration for her designs, the murals are located at the public toilet block at the corner of Station and Brought Streets; the Seaford Community Centre on Broughton Street. The third mural, to be painted on the external wall of the Spanish Bar on the corner of Station Street and Chapman Avenue, will be delivered in early 2023.



- To support local business operators during the busy festive season, *'Tis the Season to Shop Local'* window decals were distributed to business operators in the Frankston City Centre to display in their shopfront windows.



- The Frankston Job Advocate team engaged with community members from a range of cohorts including young people, parents and carers returning to employment, newly redundant aged care workers, people experiencing homelessness and the general public. 133 outreach programs or activities were delivered between October - December including at:
 - Playgroups;
 - Shopping Centres;
 - Bunnings;
 - Libraries;
 - Secondary Schools.
- Volunteers completed 15 Gardens for Wildlife Visits to local residents.
- The *“Healthy Soil Healthy Planet- The Role of Garden Soil In Climate Action”* Community Workshop was held on the 23rd November at Joy Street Community Garden in Frankston to launch the community consultation of the draft Climate Change Strategy and Action plan.

Frankston Business Collective

The Frankston Business Collective (FBC) has been operating successful since its launch in July 2022. As at 21 December 2022 membership sits at 110 members.

The general mailing list is now well over 2000 plus and face to face meetings have increased.

Business events conducted over the quarter have included:

- 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;
- End of year close at Dainton Brewery.

The Board of the Business Collective also met with Council Officers to hear about the FMAC Structure Plan and what is involved.

Plans are now well advanced for 2023 with a calendar of events being released in January 2023. It will focus on an education series for local businesses.

FINANCIAL AND CORPORATE PLANNING

Integrated Planning and Reporting update

The 2023-2024 Planning cycle was launched with Councillors in October 2022, along with the initial meetings of the newly established Service Governance Groups which were held to gain oversight of the services, Council Plan Outcomes and key frameworks and strategies being delivered within each group. An internal audit, *‘Review of Integrated Planning & reporting and Service Planning frameworks’* was completed and outlines a number of improvement recommendations to be implemented over the next 2 years.



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

Service teams continued to review their service plans and identify any service initiatives that require additional resources next financial year which has fed into the 2023-2024 Planning Cycle process, under the oversight of the newly established Service Governance Groups. Five out of 20 Service Plans have now been reviewed and completed for the 2022-2026 period, with another 13 close to completion. Service Governance Groups met to prioritise initiatives based on their strategic alignment, Councillor focus areas, strategic risk and/or legislative changes.

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 \$506,837 has been spent to 31 December 2022 including:

- \$147k in continued support to the 'Frankston Business Collective';
- \$128k 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

After the successful launch of Frankston City Council's Transparency Hub, we have seen very encouraging numbers of downloads and interactions with the portal as previously mentioned in this report.

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.

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



Process for Councillors to seek advice from Governance on legal and administrative matters relevant to role
A Councillor refresher on Governance was held on 10 October 2022. Further guidance and refresher material will be prepared for Councillors to highlight the key points that were covered. Councillors are encouraged to contact the Manager Governance in the first instance, for any governance, legal or administrative enquiries.

Notice of Motion process

The process for lodging a Notice of Motion (NOM), reasons for rejection of a NOM and how a NOM would be dealt with in a Council Meeting has been detailed in Rule 24 of the Council's Governance Rules. As advised by the Mayor after the briefing in March 2022 in the context of Governance Rules review, Councillors do not wish to pursue amendments to the NOM process.

Public petition process

The Governance Rules, adopted on 31 August 2020, were amended by Council on 5 September 2022, and include 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."*

Councillor Appreciation awards process

A Councillor Appreciation awards protocol was developed to provide guidance on the nomination process for Councillors and the community. Councillors can present a Councillor Appreciation Award at each Council meeting to an individual/group for their extraordinary work in the community. These awards are recorded in the minutes of the council meeting and are considered as nominations for the annual Citizen of the Year awards. An Awards Selection Panel Terms of Reference was adopted by Council on 3 October 2022.

Accountability and Transparency Reform document

The Accountability and Transparency Reform (ATR) document commenced in May 2018 with 160 items. Items were considered and implemented by the relevant Managers. New supplementary items to the ATR were identified by Cr Bolam in March 2022. These new items were presented to Council meeting on 24 October 2022 and Council resolved the 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. An ATR status report for October to December 2022 is attached (Attachment A).

One of the items identified in the original ATR was to provide a quarterly status of Councillor attendance at Councillor Briefings. 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 required for the Local Government Performance Reporting Framework indicators as part of reporting to Local Government Victoria (LGV). These are provided to the community via LGV's Know Your Council website and in Council's Annual Report every year.



During the last quarter (October – December 2022) there were 5 Council Meetings, and 11 Councillor Briefings Meetings. *Table 1 titled, 'Councillor Attendance at Meetings and briefings (October to December 2022)' below provides an overview of attendance for this period.*

Councillor Attendance at Meetings – October – December 2022

Councillor	Council Meetings Attended	Councillor Briefings Attended	Total Attended	Attendance
Cr David Asker	5	11	16	100%
Cr Sue Baker	5	11	16	100%
Cr Kris Bolam	5	10	15	94%
Cr Nathan Conroy	5	11	16	100%
Cr Claire Harvey	5	11	16	100%
Cr Brad Hill	5	10	15	94%
Cr Liam Hughes	5	9	14	88%
Cr Steven Hughes	5	6	11	69%
Cr Suzette Tayler	4	10	14	88%

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

Councillor Attendance at Briefings only October – December 2022

Councillor	Councillor Briefings	Attendance
Cr David Asker	11	100%
Cr Sue Baker	11	100%
Cr Kris Bolam	10	91%
Cr Nathan Conroy	11	100%
Cr Claire Harvey	11	100%
Cr Brad Hill	10	91%
Cr Liam Hughes	9	82%
Cr Steven Hughes	6	55%
Cr Suzette Tayler	10	91%

** 11 Briefings were held between October – December 2022*



Tally on tracking reports presented to Closed Council

In 2021-2022, Council's result for the Local Government Performance Reporting measure '*Decisions made in Closed Council*' was 5.86%, as against the average of 7.44% for all Victorian Councils, demonstrating the better transparent decision making for the community. The average for all Victorian Councils has been less than 10% since 2016.

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 2 (October – December 2022) only 3.57% of decisions were made in Closed Council. During this time, there have been 84 reports in both Open and Closed Council with 3 being considered in Closed Council (3.57%). There have been 2 Notices of Motion and 2 Urgent Business items raised during the last quarter.

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

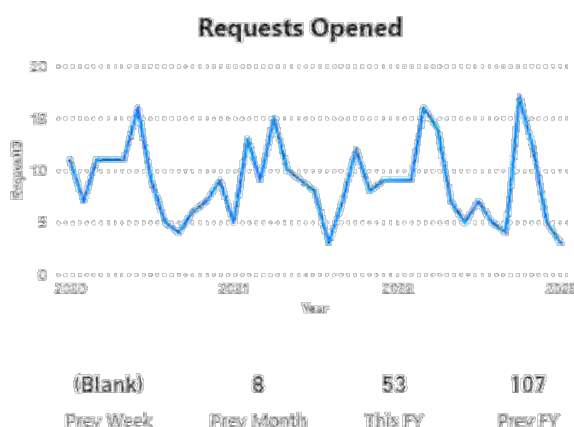
The Council Officers have commenced the work towards review of the effectiveness of the Council's key policies from the previous financial year. It is expected the review would be completed by the end of the Financial Year 2022-2023.

Reports on progress against Councillor Requests

As of 9 January 2023, there are 24 open Councillor requests, with 57 requests closed off this financial year to date. A total of 53 new Councillor requests opened for this financial from 1 July 2022 to 9 January 2023.

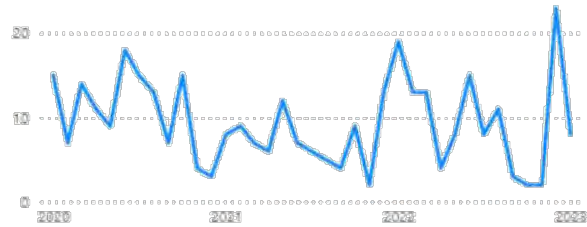
Councillor requests are assigned to the relevant Department Manager for investigation and monitored by the Governance team. Regular updates on progress are provided to Councillors via the Council Request Report Portal and officers liaise with residents to resolve the request.

Table 3 & 4 below notes Councillor Requests opened and closed for this financial year to date from 1 July 2022 to 9 January 2023 against previous financial year 2021-2022:





Requests Closed



(Blank)

22

57

111

Prev Week

Prev Month

This FY

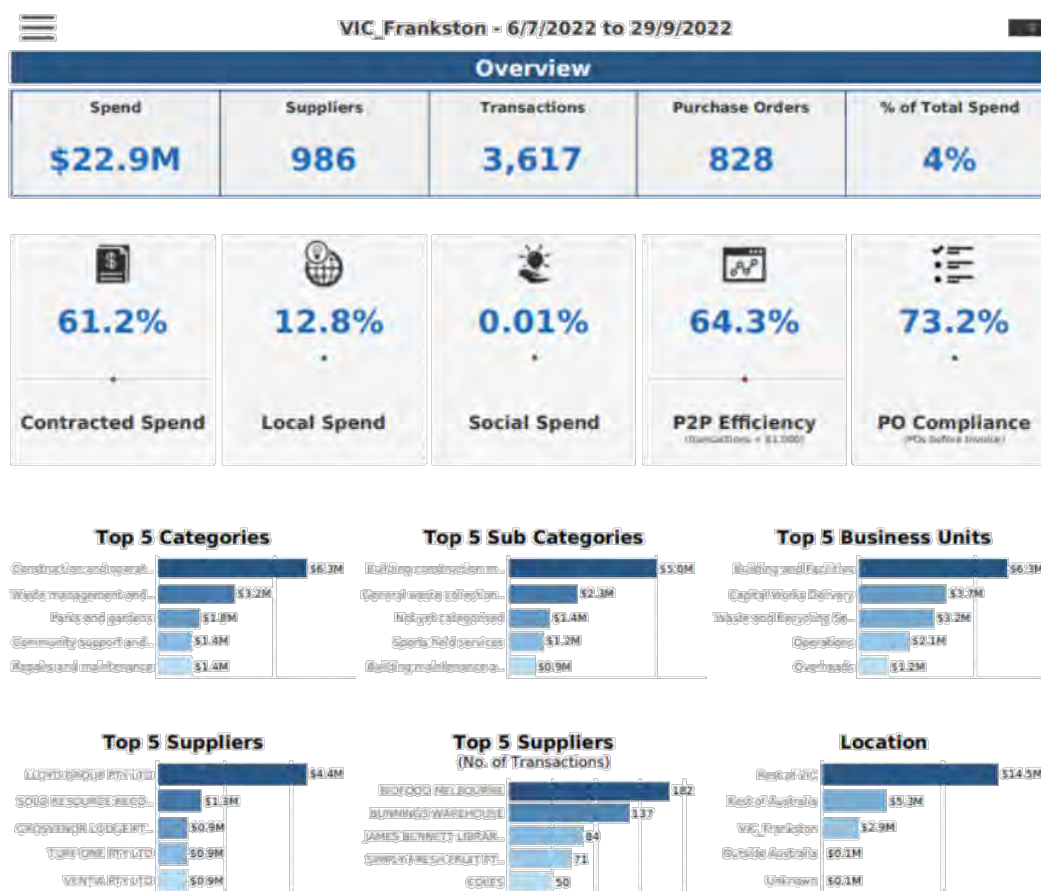
Prev FY



Procurement update

Council continues to subscribe to the Local Government LEAP Program, which is a system that provides data analytics and reporting on Council expenditure, as well as benchmarking and statistics with other LGAs.

In comparison with the previous quarter, Council has increased its spend with local suppliers from 9.4% to 12.8%.





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

Contracts awarded under Financial Delegation between 1 October 2022 and 31 December 2022

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

Contract #	Contract Title	Award Date	Supplier	Contract Sum (\$ ex GST)	Awarded By
CN10773	Banners, and Flags and Signage Panel	9/10/2022	Panel of Suppliers	Schedule of Rates	CEO
CN10878	Provision of Outdoor Operations Uniform	17/10/2022	Amare Safety Pty Ltd	651,360.70	CEO
CN10892	Harold Road Widening Works	6/10/2022	Maw Civil Pty Ltd	496,343.45	CEO
CN10903	Nepean Hwy Revitalisation (Davey to Playne St) Grimwade Clock Tower	16/12/2022	K L J Electrical	287,985.00	CEO
CN10912A	Frankston Memorial Park - Horticultural Maintenance Services	21/12/2022	Summit Open Space Services	Schedule of Rates	CEO
CN10912B	Frankston Memorial Park - Horticultural Maintenance Services	21/12/2022	Warringal Landscaping and Services Pty Ltd	Schedule of Rates	CEO
CN10922	Seaford North Soccer Sports Floodlighting Upgrade	22/11/2022	Commlec Services	392,610.00	CEO
CN10932	Aldridge Aero Street Replacement Lights	4/10/2022	Aldridge Traffic Systems Pty Ltd	71,442.60	Director
CN10960	Internet of Things Solutions and Services	14/11/2022	Minnovation	12,502.60	Director
CN10962	Park and Playground Equipment (MAV D060125)	16/11/2022	Panel of Suppliers	Schedule of Rates	CEO
CN10968	Courier Services (PA 2412 0646)	5/12/2022	Panel of Suppliers	Schedule of Rates	CEO
CQ10766	Lighting Efficiency Upgrade Program	8/11/2022	ENERGY MAKEOVERS PTY LTD	26,245.36	Manager
CQ10889	Ballam Park Multi-Purpose Oval Subsurface Drainage	16/11/2022	Hendriksen Contractors Pty Ltd	179,265.00	Director



CQ10924	Consultancy Services for Design for road construction of Stotts Lane Frankston South	23/12/2022	Procivil Consulting Pty Ltd	85,645.00	Manager
CQ10944	Installation Services for Street Lights Bulk Change	21/12/2022	Omexom Australia	100,788.18	Director
CQ10947	Office Furniture and Equipment Renewal	12/12/2022	Panel of Suppliers	Schedule of Rates	Director
CQ10948	Zone 10 RMP maintenance	4/11/2022	DOWNER	119,211.77	Director
CQ10951	Supply and Deliver 12 Seater Bus	14/11/2022	PATTERSON CHENEY PTY LTD T/AS MERCEDES BENZ BERWICK	108,562.20	Director
CQ10952	Excavation and Relocation of Palm Trees	3/11/2022	TREE TRANSPLANTING VICTORIA PTY LTD	48,880.00	Manager
CQ10962	Frankston City News new printers	4/11/2022	NEWSPRINTERS SHEPPARTON	135,480.00	Director
CQ10967	Ballam Park North Oval and the McClelland College Ovals - Drainage Improvements	28/11/2022	Hendriksen Contractors Pty Ltd	52,860.00	Manager
CQ10974	Ongoing supply of Personal Protection Equipment for the Family Health Support Services area	6/12/2022	Amare Safety Pty Ltd	Schedule of Rates	Director
CQ10992	Contaminated Land, Landfill, & Environmental Audit (MAV)	22/12/2022	Panel of Suppliers	Schedule of Rates	Manager



Contracts granted exemption from Procurement Process between 1 October and 31 December 2022

Contract #	Contract Title	Award Date	Supplier	Contract Sum (\$ ex GST)
E10927	Intramaps TechOne	3/10/2022	Digital Mapping Solutions	70,000.00
E10928	PARC Renewal Reactive and Preventative Maintenance	6/10/2022	Panel of Suppliers	Schedule of Rates
E10934	Social Media Archiving Tool - Brolly	5/10/2022	Brolly Australasia Pty Ltd	35,964.00
E10936	Online Platform for FCC Social Media Management	8/10/2022	Falcon.io	13,855.00
E10937	Communications and Design Support - Frankston Metropolitan Activity Centre FMAC	10/10/2022	CAPIRE CONSULTING GROUP PTY LTD	13,449.52
E10938	Seaford Artwork - Murals	14/10/2022	Arts Eleven Projects	47,900.00
E10939A	Media Partnerships Tourism and Campaign Marketing - Events	17/10/2022	Time Out Australia Print and Digital Publishing	10,000.00
E10939B	Media Partnerships Tourism and Campaign Marketing - Events	17/10/2022	CONCRETE PLAYGROUND PTY LTD	15,000.00
E10939C	Media Partnerships Tourism and Campaign Marketing - Events	17/10/2022	Furst Media pty ltd	10,500.00
E10954	Library Application SanZap via the Solus App	11/11/2022	Sanzap Pty Ltd	75,000.00
E10957	Idealation Platform	10/11/2022	TECHNOCRAT HOLDINGS PTY LTD	23,000.00
E10958	Risk Management System	19/10/2022	EBMS Pty Ltd	57,948.31
E10959	Frankston Foreshore Playspace Burmese Bridge Repair	17/11/2022	Allplay Equipment Australia (Sales) P/L	20,000.00
E10961	Online Demographic Resources	17/11/2022	I D Consulting	258,500.00



E10963	Provision of Digital Mail Services	17/11/2022	Bing Technologies Pty Ltd	120,000.00
E10965	Courier Services with Golden Messenger	24/11/2022	GOLDEN MESSENGER PTY LTD	15,000.00
E10969	FRRRC Entrance Works including CCTV and Electrical Services	22/11/2022	Logical Services Pty Ltd	20,000.00
E10987	Traineeships and Apprentice "Work Ready Program"	13/12/2022	Westvic Staffing Solutions Inc	200,061.02
E10990	Barretts Road Public Lighting Design and Management Services	20/12/2022	PowerPlant Project Services Pty Ltd	29,485.00
E10994	Kevin Collopy Pavillion Shipping Container Hire	22/12/2022	JOHN RYAN REMOVALS	21,096.00

KEY PROJECT UPDATES

The 2022/23 Capital Works Program is underway and whilst we are still delivering in an escalated cost environment and experiencing 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 these unfavorable market conditions and ensure delivery of Council's strategic priorities in 2022/23. Officers have applied these funding strategies and presented changes to the 2022/23 Capital Works Program and the 10 Year Long Term Infrastructure Plan (2022-2032) which were endorsed by Council at its meeting on 12 December 2022.

As at 11 January 2023, the actual expenditure is \$36.68M, and the forecast expenditure \$89.83M against the Adjusted Capital Works Budget of \$89.83M, following the adjustments endorsed on 12 December 2022.

Key project updates below:-

- **Lloyd Park Pavilion:**

First floor slab has been poured in December 2022, and all ground floor structural completed. All steelworks has been manufactured and delivered on site. First floor steel structure and roof are to be installed in early 2023 with project likely to be completed by May 2023.

- **Jubilee Park Stadium:**

Main structures of the stadium are completed. Court Slabs have been poured. Works are progressing well in the internal and external areas. The Timber Sports Flooring within the show court area has now all material laid out and 75% nailed down ready for retractable seating works to commence in early January 2023. All wall and ceiling works have now been completed for the general court area and is now ready for Timber Sports Flooring works to progress from January onwards.



In relation to the amenities area, works progressed well with Joinery installation commencing throughout as well as wall and floor linings to the commercial kitchen area allowing for Commercial Kitchen Fit Off to commence in January.

For external areas, in the month of December 200, external terrace seating and stairs component to the north were completed, which now allows for all surrounding areas of the paving to commence and progress from January 2023 onwards. During the December quarter, Council officers also reviewed and finalised deed of variation related to cost escalation claim by the Contractor, in line with the cost escalation strategy endorsed by Council at its meeting on 12 December 2022. Overall, project is progressing well and is on track for completion by May 2023.

- **Ballam Park Improvement works:**

- Playspace and Landscape Project

- The construction of the Ballam Park South PlaySpace and Landscape Project was completed just prior to Christmas and was opened to the public - The Play Space has been very well received as demonstrated via Social Media posts. NB: This is in conjunction with other recently delivered Play Spaces including Carrum Downs Recreation Reserve, Orwil and Witternberg.

- 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 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.

- **Kananook Gardens Project update**

- Delivery of the new pathways and boardwalk are planned to commence early 2023 with completion due by March 2023.
 - Interpretative and wayfinding Signage component installation to commence in mid-2023.



Update on Facilities Management & Security Services Contract and Cleaning Services Contract

During the December 2022 quarter, the Council commenced working with two new contractors Campeyn Group Pty Ltd and Alpha Corporate Property Services, for the provision of Facilities Management & Security Services and Cleaning Services respectively across the Frankston municipality. Both contractors commenced their work as of 14 October 2022 with an initial contract term of 4 years and an option to extend for another 2 + 2 years. It was pleasing to see a smooth transition from Ventia (the previous contractor) to the new contractors with staff from both contractors now becoming familiar with the Council's sites and responding to reactive and programmed maintenance activities.

KEY MEETINGS AND ACTIVITIES

During this quarter (October - December 2022), the CEO attended meetings either face to face or via video-conferencing (teams).

The CEO performed the role of Master of Ceremonies at significant events during this time. This year the all-staff festive function was able to be held face to face at the Frankston Arts Centre on December 1, with over 270 staff attending the event.

During this period, Angela Hughes acted in the role of CEO from 17 December 2022 until 15 January 2023.

Listed below is a snapshot of the meetings attended by the CEO during October - December 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;
- 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;
- Participation in all Directorates Future Ready Frankston Excellence Awards Ceremonies;
- Participated in Directorate question and answers sessions with Communities, Infrastructure and Operations and Customer, Innovation and Arts over this period;
- Participation in the Council's Audit and Risk Committee meeting;
- Participation and presentation at the Frankston Arts Advisory Committee meeting;
- Participated in the Frankston Memorial Park Trust meeting;
- Meeting with Paul Edbrooke MP, Member for Frankston;
- Meeting with Minister Kilkenney MP, Member for Carrum;
- Meeting with Peta Murphy MP, Member for Dunkley;
- Meeting with Gymnastics Victoria Representatives;
- Meeting with Frankston Raiders Rugby Club Representatives;
- Meeting with CEO of 'The CEO Institute';
- Hosted a meeting City of Kingston Mayor and CEO with Mayor Conroy;
- Hosted Minister Richardson during visit to Frankston North Community Centre with Mayor Conroy;
- Hosted the 2022 All Staff Festive Function;



- Hosted 2022 Festive event with Councillors, EMT and Management Team;
- MC role at the sod-turning event at the \$8.81 million redevelopment of Eric Bell Pavilion;
- MC role at the Citizenship Ceremonies in October and December 2022;
- MC role at the opening of Evelyn Street Pocket Park;
- Presentation of Appreciation Certificates for community representatives on the Community Grants Committee;
- Attendance with Mayor Conroy at the Remembrance Day Service at Frankston RSL;
- Attendance at the Impact Volunteering – Volunteer Awards event;
- Attendance at the Women’s Spirit Project 2023 Launch Appeal at Blairgowrie;
- Attendance at the Volunteer Christmas Lunch event;
- Visit to the Frankston South Community Centre;
- Visit to Frankston’s Youth Service Centre;
- Participation in inclusive Gender Equality Leadership training;
- Participated in the Corporate Induction – EMT Panel;
- Participation in various Local Government CEOs COVID-19-19 briefings;
- Participation in various Monash Health – South East Public Health Unit briefings;
- Participation in various Joint State/Local Government CEO’s forum including DJPR and MAV;
- Participated in MAV Metropolitan Southern Regional Online meeting with fellow CEOs;
- 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);
- Participation in the Community Support Frankston Annual General Meeting;
- Participation in the online Community Forum regarding National Centre for Healthy Aging Belvedere Proposal;
- Participation in the online Commercial Operator (food truck) consultation forum;
- Meeting with Lorna Mathieson, Executive Director Waste & Recycling Environment & Climate Change (DELWP);
- Attendance at various Greater South East Melbourne Group (GSEM) meetings involving CEOs;
- Chairing of the GSEM Employment Precincts Sub-Committee meeting;
- Attendance at GSEM State Election Platform event;
- Attendance at the South East Airport Regional working group (part of GSEM);
- Attendance with Mayor Conroy at the State Memorial Service for the late John Famechon AM;
- Attendance at the MAV Conference Dinner event;
- Attendance at LGPRO CEO only forum event and LGPRO AGM;
- Attendance at the official opening of the Taskforce Frankston Office by the Hon. Ros Spence MP;
- Attendance at the Federation University Australia 2022 Graduation Ceremony at Bunjil Place;
- Meeting with the Peninsula Leisure CEO and Chair;
- Meeting with Superintendent BOCK, Victoria Police;
- Meeting with Lisa Byrne Executive Director McClelland Gallery;
- Meeting with Antonia Buckland LXP;
- Meeting with Peninsula Kingswood Golf Club;



- Meeting with Seaford Kindergarten Representatives;
- Meeting with Business Collective Board members;
- Meeting with Vicinity Representatives.

ADVOCACY

Commuter Car Park – Kananook

Extensive officer advocacy continued throughout October-December 2022 to the Federal Department of Infrastructure, Transport, Regional Development, Communications and the Arts in relation to projected cost escalations in the construction sector market. We are pleased to advise that in late-December 2022, the Federal Department confirmed in an email that a further \$4 million funding commitment will be allocated by the Australian Government to meet construction market cost escalations, ensuring the Kananook Commuter Car Park project can be delivered to a total \$22 million federal investment.

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.

A stakeholder reference group (GSEM) with newly elected Mayors was held on 1 December 2022.

Frankston is overseeing the GSEM Project Portfolio for Employment Precincts. The second meeting, chaired by Phil Cantillon CEO was held on 10 November 2022 with presentations on learnings and opportunities relating to Revitalisation Boards.

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 planned for 23 March 2023.

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. A meeting was held in early October 2022 to further clarify the aims.

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

With the state election held in November 2022, Council had numerous meetings with locally elected Members of Parliament, Ministers, candidates and other key stakeholders, including:

- Photo opportunity – 4 October 2022 – Hon Lily D'Ambrosio MP and Paul Edbrooke MP – Glass recycling;
- Meeting – 5 October 2022 – Gymnastics Victoria – Frankston Basketball and Gymnastics Facility;
- Event – 7 October 2022 – Greater South East Melbourne Group – State election platform launch;
- Meeting – 11 October 2022 – Frankston Raiders Rugby Club – Sports lighting and facilities;
- Announcement – 15 October 2022 – Funding announcement from State Opposition towards Frankston Basketball and Gymnastics Stadium;
- Meeting – 17 October 2022 – Bec Buchanan – Local projects;



- Meeting – 19 October 2022 – Peta Murphy MP – Local projects;
- Event – 25 October 2022 – Photo opportunity at Wingham Park Adult Activity Zone with Paul Edbrooke MP;
- Announcement – 4 November – Funding announcement from Victorian Government towards Riviera Kindergarten redevelopment with Hon Sonya Kilkeny MP;
- Announcement – 5 November 2022 – Funding announcement from Victorian Government towards shade sails over netball at RF Miles Recreation Reserve;
- Announcement – 7 November 2022 – Funding announcement from State Opposition towards Sandfield Reserve Precinct Revitalisation;
- Announcement – 9 November 2022 – Funding announcement from Victorian Government towards Banyan Fields Reserve BMX Pump Track;
- Announcement – 11 November 2022 – Funding announcement from Victorian Government towards Hall Road and Rowellyn Avenue pedestrian crossing;
- Meeting – 15 December 2022 – Federal Department of Transport, Infrastructure, Regional Development, Communications and the Arts – Kananook Commuter Car Park;
- Meeting – 19 December 2022 – Peta Murphy MP – Local projects.

Advocacy Campaign 2022

The state election was held on Saturday 26 November 2022, with the Andrews Labor Government re-elected to government, local Members Hon Sonya Kilkeny MP (Carrum) and Paul Edbrooke MP (Frankston) re-elected and Paul Mercurio MP elected to represent Hastings (covering Langwarrin and Langwarrin South).

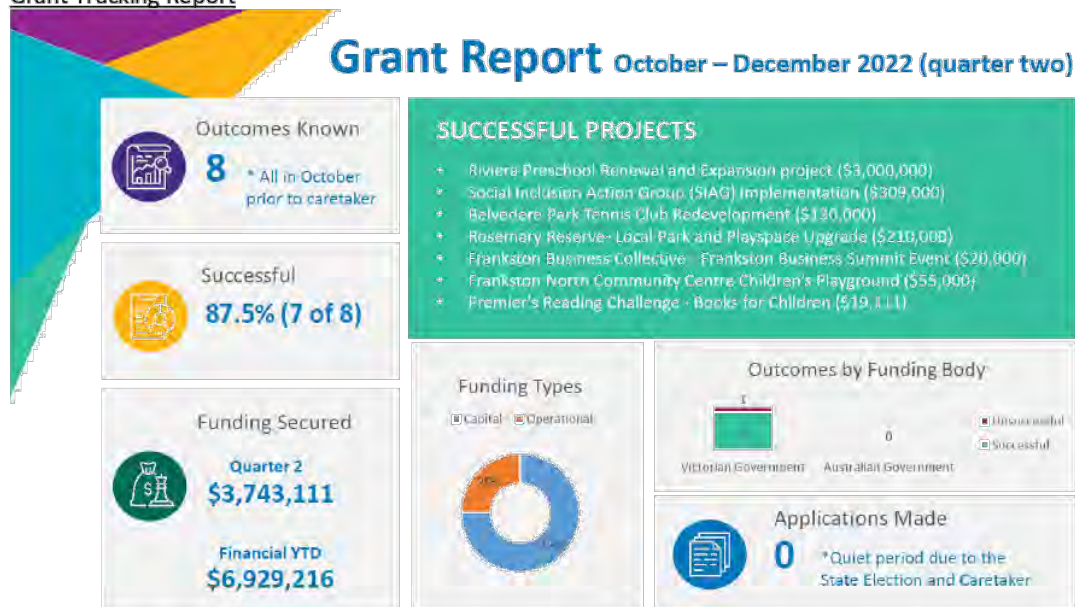
The following election commitments were made by the Andrews Victorian Government towards Frankston City:

- \$15 million towards the Frankston Basketball Stadium Redevelopment;
- \$1.3 million towards the Sandfield Reserve Precinct Revitalisation;
- \$5 million for Mount Erin College- General upgrades and design of a school master plan;
- \$3.9 million to create a dedicated Early Parenting Centre for Aboriginal families and children;
- \$3.8 million to deliver significant upgrades at Aldercourt Primary School. Upgrade Block A, installation of new netball and basketball posts and court resurfacing;
- \$2 million for Frankston's David Scott School;
- \$650,000 for Mahogany Rise Primary School - Netball court, basketball court and synthetic oval upgrade;
- \$582,000 for Overport Primary School - Redeveloping the soccer pitch and running track at Overport Primary School;
- \$500,000 for Frankston Zero to provide services - Delivering more support to those experiencing homelessness and rough sleeping in Frankston;
- \$200,000 to support Frankston Brekky Club - providing meals to locals in need;
- \$20,000 for the 1st South Frankston Scout Group towards building an entrance ramp and repairing their hall façade;



- Commitment to install pedestrian operated signals at Fletcher Road Frankston, near the Frankston Magistrates' Court;
- Commitment for a new government owned childcare centre in Frankston North;
- \$1.5 million towards building a BMX pump track and recreation space at Banyan Reserve;
- \$50,000 for shade and weather covers at RF Miles Reserve to support Seaford Football Netball Club and Seaford Cricket Club;
- \$300,000 for new greens and improved facilities at Carrum Bowling Club;
- Commitment to install traffic lights at the existing school crossing on Hall Road near Rowellyn Avenue, Carrum Downs;
- Commitment to upgrade Seaford North Primary School.

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.

Update on Community Support Frankston Inc. Financial Crisis funding

Through advocacy efforts, Community Support Frankston (CSF) has been allocated an additional \$100,000 in Federal Government funding for their Emergency Relief efforts this financial year.

The Community Support Frankston amended deed of variation acknowledges the compounding impacts of cost-of-living pressures for financially disadvantaged people living in the Frankston Municipality.

This funding is additional to their current funding and whilst there was advocacy for it, it was not expected.

The money can only be used for emergency relief for vulnerable community members and not on salary or other costs.

RISK

Frankston Metropolitan Activities Centre Car Parking Committee

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 on their mobiles and digital signage placed at all entry points within the CBD. Residents or visitors can also track down the remaining parking time on their bay and receive clear notice of when to vacate the space without incurring a fine. Necessary communication promotion of this smart parking trial has been completed. Officers will now monitor the use of this App and source the data during the trial period for review and draw any conclusions for any further trials within the municipality.



Homelessness update

On 6 October 2022, Frankston Zero (of which Council is a member) held the Frankston City Housing Forum. This was attended by a wide range of stakeholders including Council staff, Councillors and Mayor Conroy who opened the Forum.

Council supported the Forum through in-kind officer support, and provision of room hire and catering. The Forum touch on the local impact of homelessness, local housing needs and the policy landscape.

Council's Affordable Housing Committee, chaired by Cr Baker, met on 10 October and 7 November 2022. As well, the Frankston City Strategic Housing and Homelessness Alliance, chaired by Angela Hughes, Director Communities, met on 15 November 2022.

At the 12 December 2022 Council Meeting, Council adopted the Draft Work Plan and amended Terms of Reference for Council's Housing Advisory Committee.

Audit and Risk Committee update

The Audit and Risk Committee met on 14 October and 2 December 2022. Topics discussed included Peninsula Leisure and Council's Quarterly Financial Performance Reports. Internal audits on Investigations & Appeals, Business Grant Management, Occupational Health & Safety, IT Controls, Integrated & Service Planning and Purchasing Cards were presented by HLB Mann Judd.

Several matters were reported to the Committee including Future Ready Frankston, management of cost escalation, insurance, child safety and legislative compliance. The Committee were also briefed on strategic risks including climate change and impact of skills shortage on attraction and retention of Staff. The next meeting is scheduled for Friday 24 February 2023.

Update on Aged Care Reform

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

Recently, the Commonwealth Government 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

Last year, the Victorian Government announced free kindergarten for all 3 and 4 year old children would commence in 2023, included is the delivery of 30 hours of kindergarten for 4 year olds due to commence in 2025. Whilst this is fantastic for all Victorian pre-school children, the implementation is placing 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: A4827039

Accountability and Transparency Reform (ATR) - status update quarter two (October to December 2022)

Supplementary ATR items

New items from October 2022	Officer comments
Item 1	
That Council's interstate travel policy be reformed to reflect the following:	Work to de-identify Council's Interstate Travel Register and include it in the public attachment of the CEO's quarterly report to Council is yet to commence.
De-identified staff travel and accommodation above \$1000 must be reflected in the CEO's periodic public report, and the specific rationale.	This item will continue to be monitored until April 2023.
Item 2	
De-identified staff professional development above \$1000 must be reflected in the CEO's periodic public report, and the specific rationale for approval.	The cost of staff professional development is disclosed as part of the budget and annual report. A Professional Development report will be developed for including in the CEO's quarter 3 report in April 2023 and then be considered for Council's transparency hub.
	This item will continue to be monitored until April 2023.
Item 3	
That the next Councillor and Staff Code of Conduct updates are to include the strengthening of compliance with Council's Lobbyists Register and Developers Register.	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. It is expected that guidance in relation to developers and local government may be available in 2023 which may determine the requirements going forward.
	On hold until further discussions occur in 2023.

Original ATR items

Original items from June 2020	Officer comments
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 in quarter three by April 2023.
	This item will continue to be monitored until April 2023.
Item 20	
Better disclosure of remuneration arrangements for senior officers Example Melbourne City Council does this in their annual report	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. 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. Under the Local Government Act 2020 officer remuneration is designated confidential information on the grounds that 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. The Annual Report 2021-2022 was received by Council at its meeting in October 2022 and is now available to the public. The financial statements are included with wording which explains the senior executive remuneration.
	This item is recommended for closure.
Item 37	
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).	Financial reports are available quarterly on Council's website. Council's Transparency Hub enables access to and drill down of multiple financial year data. More detailed financial information was released for quarter two on the Transparency Hub. Further updates will continue every quarter throughout the year.
	This item is recommended for closure.
Item 39	
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.	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. Extra data sets will be uploaded and maintained each quarter with the Councillor specific data to be made available in quarter three.
	This item will continue to be monitored until April 2023.