



COUNCIL MEETING AGENDA 2023/CM08 Wednesday 14 June 2023



THE COUNCIL MEETING

Welcome to this Meeting of the Frankston City Council

The Council appreciates residents, ratepayers and other visitors taking their places in the Public Gallery, as attendance demonstrates an interest in your Council and community affairs. Community spirit is encouraged.

This information sheet is designed to help you to understand the procedures of Council and help you to gain maximum value from your attendance.

The law regarding the conduct of Council meetings enables the public to observe the session. However, to ensure the manageability of Council meetings, opportunities for public participation are limited to Question Time and registered submissions in accordance with Council's guidelines, which are available from Council's Councillors Office (call 9768 1632) and on our website, www.frankston.vic.gov.au. It is not possible for any visitor to participate in any Council debate unless specifically requested by the Chairperson to do so.

If you would like to have contact with Councillors or Officers, arrangements can be made for you to do so separately to the meeting. Call the Councillors Office on 9768 1632 and ask for the person you would like to meet with, to arrange a time of mutual convenience.

When are they held?

Generally speaking, the Council meets formally every three (3) weeks on a Monday and meetings start at 7.00 pm, unless advertised otherwise. **This Council Meeting will be held in the Council Chambers, Frankston Civic Centre, 30 Davey Street (entry via Young Street).** Livestream footage can be viewed via our website, www.frankston.vic.gov.au.

Council meeting dates are posted at Young Street entrance to the Civic Centre (upper level) and also on our website, www.frankston.vic.gov.au.

Frankston City Council Governance Rules (adopted 31 August 2020 and amended 5 September 2022)

25. Chair's Duty

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

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

79. Chair May Remove

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

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

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

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

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

Live Streaming of Council Meetings

Frankston City Council is now Live Streaming its Council Meetings.

Council is encouraging residents to view the meetings via the live streaming.

Live Streaming allows you to watch and listen to the meeting in real time, giving you greater access to Council decision making and debate and improving openness and transparency.

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

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

Council will make every reasonable effort to ensure that a live stream and recording is available. However technical difficulties may arise in relation to live streaming or access to Council's website.

Appropriate signage will be placed at the entrance to the meeting location notifying all attendees that the meeting will be streamed live and recorded. Please note that it is not intended that public speakers will be visible in a live stream of a meeting and care is taken to maintain a person's privacy as an attendee in the gallery, however they may be unintentionally captured in the recording. If public speakers do not wish to be audio recorded they will need to contact the Councillors Office on telephone (03) 9768 1632 or via email councillors.office@frankston.vic.gov.au to discuss alternative options prior to the meeting.

The Council Meeting cont.....

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

The Formal Council Meeting Agenda

The Council meeting agenda is available for public inspection immediately after it is prepared, which is normally on the Thursday afternoon two (2) business days before the meeting. It is available from the Reception desk at the Civic Centre (upper level), on our website www.frankston.vic.gov.au or a copy is also available for you in the chamber before the meeting.

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

- **Items Brought Forward**

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

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

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

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

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

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

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

- **Presentation of Petitions and Joint Letters**

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

- **Presentation of Reports**

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

- **Presentation of Delegate Reports**

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

- **Urgent Business**

The Council Meeting cont.....

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

- **Closed Meetings**

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

Opportunity to address Council

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

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

Public submissions and any subsequent discussion will be recorded as part of the meeting. The proceedings will be live streamed and recordings of Council meetings will be made available to members of the public within 24 hours of the meeting.

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

Disclosure of Conflict of Interest

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

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

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

MAYOR



NOTICE PAPER

ALL COUNCILLORS

NOTICE is hereby given that a Council Meeting of the Council will be held at the Civic Centre, Davey Street, Frankston, on 14 June 2023 at 7.00pm.

COUNCILLOR STATEMENT

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

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

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

OPENING WITH PRAYER

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

ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

I acknowledge the Traditional Custodians of the land on which we meet today, the Bunurong People of the Kulin Nation, and pay my respect to Elders past, present and future. I would like to extend that respect to Elders of other communities who may be here today.

BUSINESS

1. **APOLOGIES**
2. **COUNCILLOR APPRECIATION AWARDS**
3. **CONFIRMATION OF MINUTES OF PREVIOUS MEETING**
COUNCIL MEETING NO. CM7 HELD ON 22 MAY 2023.
4. **DISCLOSURES OF INTEREST AND DECLARATIONS OF CONFLICT OF INTEREST**
5. **PUBLIC QUESTIONS**
6. **HEARING OF SUBMISSIONS**
7. **ITEMS BROUGHT FORWARD**
8. **PRESENTATIONS / AWARDS**
9. **PRESENTATION OF PETITIONS AND JOINT LETTERS**
10. **DELEGATES' REPORTS**
11. **CONSIDERATION OF CITY PLANNING REPORTS**
 - 11.1 Statutory Planning Progress Report - April 2023 3
 - 11.2 City Futures Progress Report - Quarter 3 January - March 2023 36
 - 11.3 Adoption of the Frankston Metropolitan Activity Centre Structure Plan (June 2023) and Authorisation request for Planning Scheme Amendment C160fran 50
12. **CONSIDERATION OF REPORTS OF OFFICERS**
 - 12.1 Governance Matters Report for 14 June 2023 70
 - 12.2 Frankston Arts Advisory Committee - Minutes 23 May 2023 89
 - 12.3 Frankston City Council March 2023 Economic Scorecard 95
 - 12.4 Draft Asset Management Policy 112
 - 12.5 Adoption of Footpath Trading and Parklet Guidelines 126
 - 12.6 2022-23 Invest Frankston Facade Improvement Grants 160
 - 12.7 Destination Event Attraction Program - Round 1 Recommendations 163
 - 12.8 Downs Estate Community Project proposed building development 168
 - 12.9 Kindergarten Strategy and Priority Infrastructure Projects 175
13. **RESPONSE TO NOTICES OF MOTION**
Nil

14. NOTICES OF MOTION

Nil

15. REPORTS NOT YET SUBMITTED

16. URGENT BUSINESS

17. CONFIDENTIAL ITEMS

Phil Cantillon

CHIEF EXECUTIVE OFFICER

8/06/2023



Executive Summary

11.1 Statutory Planning Progress Report - April 2023

Enquiries: Sam Clements: Communities

Council Plan

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

Purpose

To provide Council with an update on the exercise of planning delegations by Council officers for the month of April 2023.

Recommendation (Director Communities)

That Council:

1. Receives the Statutory Planning Progress Report for the month of April 2023;
2. Notes that in April, 82% of applications determined were within the statutory timeframe, above the target of 70%;
3. Notes substantive progress has been made on reducing the outstanding volume of applications and this will support timeframe achievement into the future; and
4. Resolves that Attachment B (Major Development Updates) remain confidential indefinitely on the grounds that it contains land use planning information and private commercial information (*Local Government Act 2023, s.3(1)(c) and (g)*). These grounds apply because it contains private information and would, if prematurely released, impact the reputation of Councillors and Council.

Key Points / Issues

Statutory Planning Progress Report

- This report is provided in accordance with Council's resolution of 29 January 2018 requiring that:
Council receives Town Planning Progress Reports no later than two months after the cessation of a given months.
- The report provides Council with an update on the exercise of planning delegations by Council officers on the following items:
 - Planning applications received;
 - Planning decisions;
 - Subdivision applications received;
 - Subdivision decisions;
 - VCAT appeal register; and
 - VCAT decisions.
- In April 2023, sixty-seven (67) applications for planning permits, amendments to permits and consents were received, and fifty-three (53) applications determined. A total of 82% of permit decisions were made within the statutory timeframe. The percentage determined within timeframe was above the target of 70%.

11.1 Statutory Planning Progress Report - April 2023**Executive Summary**

- As at the time of preparation of this report, there are 277 undecided planning permits, amendment to planning permits, and plan approval applications currently with Council.
- During the period 10 decisions related to multi-dwelling applications. All of these applications complied with the Multi-Dwelling Visitor Car Parking Guidelines.
- No VCAT decisions were reported during the period.
- Also included in this progress report is the list of 'Major Development Updates' at Attachment B for Council's reference. As agreed with Council, the purpose of providing this report is to enable Councillors to understand progress on current or future major applications and potential timings for decision making.

Financial Impact

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

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

Consultation

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

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

Analysis (Environmental / Economic / Social Implications)

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

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

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

Legal

No legal implications.

Policy Impacts

No policy impacts.

11.1 Statutory Planning Progress Report - April 2023**Executive Summary**Officer's Declaration of Interests

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

Risk Mitigation

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

Conclusion

This report provides Council with an overview of the activities and decisions made on planning applications in the month of April 2023.

ATTACHMENTS

Attachment A: [↓](#) Statutory Planning Progress Report - April 2023

Attachment B: Major Development Updates - April 2023 - **CONFIDENTIAL**

| Progress Report – Planning Applications Received | | | | |
|---|-------------|---|---|-------------|
| For The Application Date: From 1/04/2023 To 30/04/2023 | | | | |
| Application No | Ward | Property Address | Application Description | Date |
| 256/2023/P | North-East | 25 Lakeside Drive, Sandhurst 3977 | To remove two (2) trees in a Significant Landscape Overlay Schedule 2 (SLO2) | 5/04/2023 |
| 265/2023/P | North-East | 566 Frankston-Dandenong Road, Carrum Downs 3201 | To use the existing building for a restricted recreation facility in an Industrial 1 Zone (IN1Z) | 5/04/2023 |
| 2/2023/P | North-East | 134 Cadles Road, Carrum Downs 3201 | To prune or trim a tree to be retained in the Communal Reserve | 13/04/2023 |
| 1/2023/P | North-East | 17 Feathery Grove, Sandhurst 3977 | To construct a building outside the Building Envelope | 20/04/2023 |
| 285/2023/P | North-East | 14 Partridge Crescent, Carrum Downs 3201 | To construct one (1) double storey dwelling to the rear of the existing dwelling (two (2) dwellings on a lot) in a General Residential Zone (GRZ) | 21/04/2023 |
| North-East Ward = 5 | | | | |
| 257/2023/P | North-West | 154 Karingal Drive, Frankston 3199 | To construct a verandah in a Special Building Overlay (SBO) | 3/04/2023 |
| 274/2023/P | North-West | 30 Leonard Street, Frankston 3199 | To construct a double storey dwelling to the rear of the existing dwelling (two (2) dwellings on a lot) in a General Residential Zone (GRZ) | 5/04/2023 |
| 245/2023/P | North-West | 28 McCulloch Avenue, Seaford 3198 | To construct three (3) double storey dwellings on a lot in a General Residential Zone (GRZ) | 5/04/2023 |
| 255/2023/P | North-West | 2- 8 Ballarto Road, Frankston North 3200 | To erect and display business identification signage (partially retrospective) in General Residential Zone (GRZ) | 5/04/2023 |
| 55/2023/P/VS | North-West | 131 Fortescue Avenue, Seaford 3198 | To subdivide the land into two (2) lots in an General Residential Zone (GRZ) and Special Building Overlay (SBO) | 5/04/2023 |
| 277/2023/P | North-West | 131 Nepean Highway, Seaford 3198 | To construct buildings and works to an existing building (cafe) in a Design and Development Overlay (DDO6) and Commercial 1 Zone (B1Z). | 19/04/2023 |
| 280/2023/P | North-West | 16 Hodgins Crescent, Frankston North 3200 | To construct one (1) single storey dwelling to the rear of an existing dwelling (two (2) dwellings on a lot) in a General Residential Zone (GRZ) | 19/04/2023 |

| Progress Report – Planning Applications Received | | | | |
|---|-------------|--|---|-------------|
| For The Application Date: From 1/04/2023 To 30/04/2023 | | | | |
| Application No | Ward | Property Address | Application Description | Date |
| 281/2023/P | North-West | 35 McCulloch Avenue, Seaford 3198 | Buildings and works to an existing factory. | 21/04/2023 |
| 4/2023/P | North-West | 6 Cricklewood Avenue, Frankston 3199 | Community Care Accommodation | 24/04/2023 |
| 293/2023/P | North-West | 208-210 Karingal Drive, Frankston 3199 | To construct buildings and works to an existing building (vet) and variation to the required number of parking spaces in a Commercial 1 Zone (B1Z) | 24/04/2023 |
| 286/2023/P | North-West | 92 Nepean Highway, Seaford 3198 | To subdivide the land into five (5) lots in a General Residential Zone (R1Z) | 24/04/2023 |
| 60/2023/P/VS | North-West | 56 Orwil Street, Frankston 3199 | To subdivide the land into two (2) lots in a General Residential Zone (GRZ) | 24/04/2023 |
| North-West Ward = 12 | | | | |
| 252/2023/P | South | 8 Bolte Court, Frankston South 3199 | To construct buildings and works (garage) in a Design and Development Overlay (DD09) | 3/04/2023 |
| 254/2023/P | South | 150 Weeroona Road, Langwarrin South 3911 | To construct an outbuilding in a Design and Development Overlay Schedule 4 (DDO4) and the Bushfire Management Overlay (BMO) | 5/04/2023 |
| 253/2023/P | South | 71 Brighton Street, Frankston South 3199 | To construct one (1) single storey dwelling in a Design and Development Overlay Schedule 9 (DDO9) and vegetation removal in a Significant Landscape Overlay Schedule 4 (SLO4) | 5/04/2023 |
| 264/2023/P | South | 3 Merinda Court, Frankston 3199 | To construct one (1) single storey dwelling to the rear of an existing dwelling (two (2) dwellings on a lot) in a General Residential Zone (GRZ) | 5/04/2023 |
| 262/2023/P | South | 3 & 3A Shannon Street Mall, Frankston 3199 | To construct building and works to the existing buildings in a Commercial 1 Zone (B1Z) | 12/04/2023 |
| 56/2023/P/VS | South | 100 Lipton Drive, Frankston 3199 | To construct buildings and works (domestic spa and spa barrier) in a Special Building Overlay (SBO). | 17/04/2023 |

| Progress Report – Planning Applications Received | | | | |
|---|-------------|---|---|-------------|
| For The Application Date: From 1/04/2023 To 30/04/2023 | | | | |
| Application No | Ward | Property Address | Application Description | Date |
| 58/2023/P/VS | South | 109 Overport Road, Frankston South 3199 | To remove one (1) substantial tree in a Significant Landscape Overlay Schedule 3 (SLO3) | 17/04/2023 |
| 316/2023/P | South | 48 Cliff Road, Frankston 3199 | To construct a domestic swimming pool, associated works and outbuilding (garage) in a Design and Development Overlay (DDO6) and Erosion Management Overlay (EMO3) | 18/04/2023 |
| 57/2023/P/VS | South | 50A Warringa Road, Frankston 3199 | To construct an extension to an existing dwelling (verandah) | 18/04/2023 |
| 59/2023/P/VS | South | 264 Warrandyte Road, Langwarrin 3910 | To construct an outbuilding in a Significant Landscape Overlay Schedule 1 (SLO1) and Design and Development Overlay Schedule 4 (DDO4) | 18/04/2023 |
| 278/2023/P | South | 32 Coogee Avenue, Frankston 3199 | To construct one (1) single storey dwelling to the rear of the existing dwelling (two (2) dwellings) and to subdivide the land into two (2) lots in a General Residential Zone (GRZ). | 19/04/2023 |
| 279/2023/P | South | 2/24 Bembridge Avenue, Frankston South 3199 | To construct a single dwelling and associated works in a Bushfire Management Overlay (BMO), Significant Landscape Overlay (SLO4) and Design Development Overlay (DDO9). | 20/04/2023 |
| 292/2023/P | South | 9 Gould Street, Frankston 3199 | To subdivide the land into three (3) lots in a General Residential Zone (R1Z) | 24/04/2023 |
| 287/2023/P | South | 15 Leisureland Drive, Langwarrin 3910 | To construct an extension to an existing dwelling and to remove substantial trees in a Significant Landscape Overlay (SLO1) | 26/04/2023 |
| 300/2023/P | South | 14 Gum Hill Drive, Langwarrin 3910 | To construct an outbuilding in a Low Density Residential Zone (LDRZ) and Bushfire Management Overlay (BMO) | 26/04/2023 |
| 299/2023/P | South | 400 Robinsons Road, Langwarrin South 3911 | To subdivide the land into seven (7) lots in a Low Density Residential Zone (LDRZ), Bushfire Management Overlay (BMO) and Design and Development Overlay Schedule 4 (DDO4) To remove substantial trees and native vegetation in a Significant Landscape Overlay Schedule 1 (SLO1) To remove Native Vegetation under Clause 52.17 of the Frankston Planning Scheme | 26/04/2023 |

| Progress Report – Planning Applications Received For The Application Date: From 1/04/2023 To 30/04/2023 | | | | |
|--|-------------|--|--|-------------|
| <u>Application No</u> | <u>Ward</u> | <u>Property Address</u> | <u>Application Description</u> | <u>Date</u> |
| 294/2023/P | South | 13 Liddesdale Avenue, Frankston South 3199 | To vary the Restrictive Covenant 1723932 | 26/04/2023 |
| 334/2023/P | South | 11 Beach Street, Frankston 3199 | Use and development of the land for a mixed use development in a Mixed Use Zone (MUZ), Design and Development Overlay-Schedule 5, Special Building Overlay and Parking Overlay Schedule 1. | 26/04/2023 |
| South Ward = 18 | | | | |
| Total = 35 | | | | |

| Progress Report – Amendments to Planning Permits Received | | | | |
|--|-------------|---------------------------------------|---|-------------|
| For The Application Date: From 1/04/2023 To 30/04/2023 | | | | |
| Application No | Ward | Property Address | Application Description | Date |
| 121/2020/P/B | North-East | 17 Fantail Court, Carrum Downs 3201 | Extension Of Time - To construct one (1) double storey dwelling to rear of existing dwelling (two (2) dwellings) in a General Residential Zone (GRZ) and a Bushfire Management Overlay Schedule 1 (BMO1) | 3/04/2023 |
| 343/2023/P/A | North-East | 63 Hall Road, Carrum Downs 3201 | Secondary consent - To construct forty three (43) dwellings, alteration of access to a Road in a Road Zone Category 1 and vegetation removal | 19/04/2023 |
| 152/2018/P/J | North-East | 57 McCormicks Road, Carrum Downs 3201 | Secondary Consent - Use and development of a child care centre; associated business identification signage and access to a Road Zone 1. | 19/04/2023 |
| 71/2021/P/D | North-East | 37 Clifton Grove, Carrum Downs 3201 | Secondary Consent - To construct eight (8) double storey dwellings on a lot in a General Residential Zone (GRZ) | 26/04/2023 |
| North-East Ward = 4 | | | | |
| 577/2016/P/D | North-West | 12 Mereweather Avenue, Frankston 3199 | Extension of Time : To use and develop the land for two (2) triple storey buildings containing six (6) dwellings | 6/04/2023 |
| 642/2005/P/B | North-West | 24 Nepean Highway, Seaford 3198 | Section 72 - The Carport and roofed Alfresco have been changed. | 11/04/2023 |
| 401/2013/P/A | North-West | 28 Parer Street, Frankston 3199 | Secondary Consent - To construct three (3) dwellings including modifications to existing building and new double storey dwelling to rear | 17/04/2023 |
| 796/2021/P/B | North-West | 5 Prince Crescent, Seaford 3198 | Secondary Consent - To construct one (1) double storey dwelling to the rear of the existing dwelling (two (2) dwellings on a lot) in a General Residential Zone (GRZ) and buildings and works in a Special Building Overlay (SBO) | 20/04/2023 |
| 48/2019/P/B | North-West | 15 Swift Street, Frankston 3199 | Extension of Time - To construct two (2) double storey dwellings on a lot | 21/04/2023 |

| Progress Report – Amendments to Planning Permits Received For The Application Date: From 1/04/2023 To 30/04/2023 | | | | |
|---|-------------|---|---|-------------|
| <u>Application No</u> | <u>Ward</u> | <u>Property Address</u> | <u>Application Description</u> | <u>Date</u> |
| 663/2015/P/D | North-West | 194-196 Karingal Drive, Frankston 3199 | Secondary Consent - Extensions to the existing medical centre (extend waiting area, install a lift and deletion of car parking spaces) | 21/04/2023 |
| 685/2021/P/D | North-West | 11A Petrie Street, Frankston 3199 | Secondary Consent - To construct seven (7) dwellings on a lot in a General Residential Zone (GRZ) | 21/04/2023 |
| 723/2015/P/D | North-West | 1 Gladwyn Avenue, Frankston 3199 | Extension of time - The construction of three (3) double storey dwellings | 24/04/2023 |
| 359/2019/P/C | North-West | 28-30 Cricklewood Avenue, Frankston 3199 | Extension of Time - To construct eight (8) double storey dwellings on a lot in a General Residential Zone (GRZ) | 26/04/2023 |
| 24/2022/P/VS | North-West | 6 Elsie Avenue, Seaford 3198 | Secondary Consent - To construct one (1) double storey dwelling in a Special Building Overlay (SBO) | 26/04/2023 |
| 474/2019/P/C | North-West | 2 Northcote Street, Seaford 3198 | Secondary Consent - To construct two (2) double storey dwellings | 27/04/2023 |
| 338/2022/P/B | North-West | 15 Park Street, Seaford 3198 | Secondary Consent - To construct two (2) double storey dwellings on a lot in a General Residential Zone (GRZ). | 27/04/2023 |
| North-West Ward = 12 | | | | |
| 330/2020/P/B | South | 24 Willis Street, Frankston 3199 | Extension of Time - To construct two (2) double storey dwellings on a lot in a General Residential Zone (GRZ) and to construct a building and construct and carry out works in a Special Building Overlay (SBO) | 3/04/2023 |
| 431/2022/P/B | South | 6 Bader Court, Frankston South 3199 | Secondary Consent - To construct buildings and works to an existing dwelling (including carport) within a Design and Development Overlay Schedule 9 (DDO9). To construct buildings and works in the Tree Protection Zone of substantial tree(s) in a Significant Landscape Overlay Schedule 4 (SLO4). | 3/04/2023 |
| 72/2006/P/H | South | 138 Frankston-Flinders Road, Frankston South 3199 | Secondary Consent - Thirty three (33) dwellings associated car parking and works | 6/04/2023 |

| Progress Report – Amendments to Planning Permits Received For The Application Date: From 1/04/2023 To 30/04/2023 | | | | |
|---|-------|--|--|------------|
| Application No | Ward | Property Address | Application Description | Date |
| 72/2006/P/H | South | 5 Culcairn Drive, Frankston South 3199 | Secondary Consent - Thirty three (33) dwellings associated car parking and works | 6/04/2023 |
| 175/2020/P/C | South | 1A Liddesdale Avenue, Frankston South 3199 | Extension of Time Request - To construct one (1) double storey dwelling, removal of vegetation and associated buildings and works in an Erosion Management Overlay Schedule 3 (EMO3) | 11/04/2023 |
| 497/2022/P/B | South | 3 Parzay Court, Langwarrin South 3911 | Secondary Consent - To construct one (1) single storey dwelling and two (2) outbuildings in a Design and Development Overlay Schedule 4 (DDO4). | 11/04/2023 |
| 344/2021/P/A | South | 107 Highfield Drive, Langwarrin South 3911 | Section 72 Amendment - To subdivide the land into two (2) lots in a Low Density Residential Zone (GRZ) and Design and Development Overlay (DDO4) | 11/04/2023 |
| 120/2019/P/VS | South | 193 Humphries Road, Frankston South 3199 | Secondary Consent - To construct or carry out buildings or works in a Design and Development Overlay Schedule 1 (DDO1) and works within the Tree Protection Zone of a substantial tree in a Significant Landscape Overlay Schedule 3 (SLO3) | 12/04/2023 |
| 349/2020/P/A | South | 2 Victoria Parade, Frankston 3199 | Section 72 - To use and develop the land for two (2) rooming houses and a two (2) lot subdivision in a General Residential Zone (GRZ); to construct buildings and carry out works in a Design and Development Overlay Schedule 10 (DDO10) | 17/04/2023 |
| 587/2005/P/B | South | 47 Cranbourne Road, Frankston 3199 | Section 72 - Medical Centre. | 19/04/2023 |
| 1020/2003/P/BB | South | 3 Kite Place, Langwarrin 3910 | Secondary consent - One hundred and thirty six (136) lot subdivision and associated vegetation removal | 21/04/2023 |
| 394/2007/P/F | South | 6 Leisureland Drive, Langwarrin 3910 | Section 72 - Alterations and additions to an existing building and use of the building as a place of worship and community centre (place of assembly), and includes a caretakers house, associated car parking and works in accordance with the submitted plans and supporting information | 24/04/2023 |

| Progress Report – Amendments to Planning Permits Received For The Application Date: From 1/04/2023 To 30/04/2023 | | | | |
|---|-------------|--------------------------------------|--|-------------|
| <u>Application No</u> | <u>Ward</u> | <u>Property Address</u> | <u>Application Description</u> | <u>Date</u> |
| 487/2021/P/B | South | 58 Cliff Road, Frankston 3199 | Section 72 - Buildings and works to an existing dwelling in a Design and Development Overlay Schedule 6 (DDO6) and Erosion Management Overlay Schedule 3 (EMO3). | 26/04/2023 |
| 229/2018/P/K | South | 40-46 McMahons Road, Frankston 3199 | Secondary Consent - Use and development of the land for a convenience shop and associated works to the existing car park to an existing service station | 27/04/2023 |
| 176/2021/P/A | South | 21 Sussex Road, Frankston South 3199 | Section 72 - To construct one (1) double storey dwelling in a Design and Development Overlay Schedule 1 that exceeds a building height of 7m and to undertake buildings and works within the tree protection zone of two substantial trees in a Significant Landscape Overlay Schedule 3 | 27/04/2023 |
| 35/2021/P/B | South | 10 Idon Avenue, Frankston South 3199 | Secondary Consent - To construct one (1) single storey dwelling exceeding 40% site coverage and removal of one (1) tree in a Significant Landscape Overlay Schedule 6 (SLO6) | 28/04/2023 |
| South Ward = 16 | | | | |
| Total = 32 | | | | |

| Progress Report – Planning Application Decisions For The Application Date: From 1/04/2023 To 30/04/2023 | | | | | |
|--|-------------|---|--|-----------------|-------------|
| <u>Application</u> | <u>Ward</u> | <u>Property Address</u> | <u>Application Description</u> | <u>Status</u> | <u>Date</u> |
| 217/2023/P | North-East | 22 Buontempo Road, Carrum Downs 3201 | To create an Easement (E-1) on Lot 32 of Plan of Subdivision LP711058D | Permit Approved | 4/04/2023 |
| 216/2023/P | North-East | 20 Buontempo Road, Carrum Downs 3201 | To create an Easement (E-1) on Lot 33 of Plan of Subdivision LP711058D | Permit Approved | 4/04/2023 |
| 762/2022/P | North-East | 28 Colemans Road, Carrum Downs 3201 | To use the land for car sales in an Industrial 1 Zone (IN1Z) | Permit Approved | 4/04/2023 |
| 574/2022/P | North-East | 564B Frankston-Dandenong Road, Carrum Downs 3201 | To construct buildings and works and use the land for a Medical Centre in an Industrial 1 Zone (IN1Z) To reduce the number of car parking spaces required under Clause 52.06 of the Frankston Planning Scheme and alter access to a road in a Transport Zone 2 | Permit Approved | 13/04/2023 |
| 153/2022/P/VS | North-East | 9 Lieber Grove, Carrum Downs 3201 | To construct buildings and works for a warehouse in an Industrial 1 Zone (IN1Z) | Permit Approved | 26/04/2023 |
| 690/2022/P | North-East | 66 Anthony Street, Langwarrin 3910 | To construct one (1) double storey dwelling to the rear of the existing dwelling (two (2) dwellings) on a lot within a General Residential Zone (GRZ) and to construct buildings and works in a Bushfire Management Overlay (BMO) | Permit Approved | 27/04/2023 |
| 729/2022/P | North-East | 17 Anthony Street, Langwarrin 3910 | To construct two (2) double storey dwellings in a General Residential Zone (GRZ) | Permit Approved | 27/04/2023 |
| 232/2023/P | North-East | 100 Hall Road, Carrum Downs 3201 | To construct buildings and works in a Commercial 1 Zone (C1Z) and Special Building Overlay (SBO) | Permit Approved | 28/04/2023 |
| 201/2023/P | North-East | 13/106 Broderick Road, Carrum Downs 3201 | To construct extensions to existing dwelling on a lot less than 300 square metres in a General Residential Zone (GRZ) | Permit Approved | 28/04/2023 |
| <p>North-East Ward = 9</p> | | | | | |

| Progress Report – Planning Application Decisions For The Application Date: From 1/04/2023 To 30/04/2023 | | | | | |
|--|-------------|---|---|-----------------------|-------------|
| Application | Ward | Property Address | Application Description | Status | Date |
| 825/2022/P | North-West | 9 Spray Street, Frankston 3199 | To construct one (1) double storey dwelling to the rear of the existing dwelling (two (2) dwellings) in a General Residential Zone (GRZ). | Permit Approved | 5/04/2023 |
| 48/2023/P/VS | North-West | 4/14 Milne Avenue, Seaford 3198 | A reduction in the number of car spaces required under Clause 52.06-5 of the Frankston Planning Scheme | No Permit Required | 6/04/2023 |
| 47/2023/P/VS | North-West | 47 Seaford Road, Seaford 3198 | To construct a double storey dwelling in a Special Building Overlay (SBO) | Permit Approved | 6/04/2023 |
| 657/2021/P | North-West | 300 Frankston-Dandenong Road, Seaford 3198 | To subdivide the land into seventeen (17) lots in stages, to use and develop the land for warehouse, store (self-storage facility), four (4) convenience restaurants, restricted retail premises and restricted recreation facility (gym) in stages in an Industrial 1 Zone (IN1Z), to erect and display signage, to reduce the number of car spaces required under Clause 52.06-5 for the store and warehouse, to create and alter access to a road in a Transport Zone 2, to remove easements, to remove native vegetation under Clause 52.17 Native Vegetation | Permit Approved | 6/04/2023 |
| 169/2023/P | North-West | 3 Barry Street, Seaford 3198 | To subdivide the land into three (3) lots in a General Residential Zone (GRZ) | Permit Approved | 6/04/2023 |
| 257/2023/P | North-West | 154 Karingal Drive, Frankston 3199 | To construct a verandah in a Special Building Overlay (SBO) | Application Withdrawn | 11/04/2023 |
| 892/2022/P | North-West | 104 Rosemary Crescent, Frankston North 3200 | To construct one (1) double storey dwelling to the rear of the existing dwelling (two (2) dwellings on a lot) in a General Residential Zone (GRZ) | Permit Approved | 12/04/2023 |

| Progress Report – Planning Application Decisions For The Application Date: From 1/04/2023 To 30/04/2023 | | | | | |
|--|-------------|--|---|-----------------------|-------------|
| Application | Ward | Property Address | Application Description | Status | Date |
| 760/2022/P | North-West | 39 Wells Road, Seaford 3198 | To use and construct buildings and works for a car park in an Industrial 1 Zone (IN1Z), to construct buildings and works in a Special Building Overlay (SBO) and to create and alter access to a road in a Transport Zone 2 (TZ2). | Permit Approved | 13/04/2023 |
| 760/2022/P | North-West | Frankston Basketball Stadium 90 Bardia Avenue, Seaford 3198 | To use and construct buildings and works for a car park in an Industrial 1 Zone (IN1Z), to construct buildings and works in a Special Building Overlay (SBO) and to create and alter access to a road in a Transport Zone 2 (TZ2). | Permit Approved | 13/04/2023 |
| 52/2023/P | North-West | 100 Austin Road, Seaford 3198 | To construct buildings and works associated with a Section 2 use in a General Residential Zone (GRZ) and Special Building Overlay (SBO) | Permit Approved | 14/04/2023 |
| 209/2023/P | North-West | 31 Armstrongs Road, Seaford 3198 | To reduce the number of car spaces required under Clause 52.06-5 of the Frankston Planning Scheme in association with the use of the site for a restaurant. | Permit Approved | 14/04/2023 |
| 51/2023/P/VS | North-West | 6/14 Milne Avenue, Seaford 3198 | To construct buildings and works (mezzanine) to an existing building in an Industrial 1 Zone (IN1Z) | Permit Approved | 17/04/2023 |
| 238/2022/P | North-West | 22 Raymond Road, Seaford 3198 | To construct three (3) double storey dwellings in a General Residential Zone (GRZ) | Permit Approved | 18/04/2023 |
| 912/2022/P | North-West | 211-279 Skye Road, Frankston 3199 | To construct three (3) outbuildings associated with the existing golf course in a Special Use Zone Schedule 1 (SUZ1) and construct buildings and carry out works within the Tree Protection Zone of native trees within a Environmental Significance Overlay Schedule 1 (ESO1). | Application Withdrawn | 18/04/2023 |
| 187/2023/P | North-West | Riviera Kindergarten 1/32 & 2/32 Newton Street, Seaford 3198 | To remove native vegetation under Clause 52.17 Native Vegetation of the Frankston Planning Scheme | Permit Approved | 19/04/2023 |

| Progress Report – Planning Application Decisions For The Application Date: From 1/04/2023 To 30/04/2023 | | | | | |
|--|-------------|---|---|--------------------|-------------|
| <u>Application</u> | <u>Ward</u> | <u>Property Address</u> | <u>Application Description</u> | <u>Status</u> | <u>Date</u> |
| 94/2023/P | North-West | 35-37 Sheridan Avenue, Frankston 3199 | To subdivide the land into thirteen (13) lots in two stages in a Residential Growth Zone (RGZ). | Permit Approved | 20/04/2023 |
| 894/2022/P | North-West | 56 Kashmir Crescent, Frankston 3199 | To vary the restrictive covenant C442212 by deleting the words "...three feet..." and replacing with the words "...two (2.00) metres above ground level (excluding any gate, or portico, or similar entrance structure)..." | Permit Approved | 24/04/2023 |
| 31/2023/P/VS | North-West | 12A Kananook Avenue, Seaford 3198 | To remove (1) significant tree (Tree 265) in an Environmental Significance Overlay Schedule 4 (ESO4) | Application Lapsed | 26/04/2023 |
| 508/2022/P | North-West | 47 Ashleigh Avenue, Frankston 3199 | To construct two (2) double storey dwellings and front fence in a General Residential Zone (GRZ) and Special Building Overlay (SBO) | Permit Approved | 27/04/2023 |
| 60/2023/P/VS | North-West | 56 Orwil Street, Frankston 3199 | To subdivide the land into two (2) lots in a General Residential Zone (GRZ) | Permit Approved | 27/04/2023 |
| 918/2022/P | North-West | 125A & 126 Nepean Highway, Seaford 3198 | To construct buildings and works and to erect and display illuminated business identification signage in a Commercial 1 Zone (C1Z) | Permit Approved | 28/04/2023 |
| North-West Ward = 21 | | | | | |
| 181/2022/P/VS | South | 434 Warrandyte Road, Langwarrin South 3911 | To construct an extension to an existing dwelling and outbuilding in a Design and Development Overlay Schedule 4 (DDO4) | Permit Approved | 3/04/2023 |
| 44/2023/P/VS | South | 5 Chadwick Close, Langwarrin 3910 | To construct an outbuilding in a Design and Development Overlay Schedule 4 (DDO4) | Permit Approved | 3/04/2023 |

| Progress Report – Planning Application Decisions For The Application Date: From 1/04/2023 To 30/04/2023 | | | | | |
|--|-------------|---|--|-----------------|-------------|
| <u>Application</u> | <u>Ward</u> | <u>Property Address</u> | <u>Application Description</u> | <u>Status</u> | <u>Date</u> |
| 307/2022/P | South | 23 Bergman Road, Langwarrin 3910 | To construct an outbuilding in a Design and Development Overlay Schedule 4 (DDO4) and Bushfire Management Overlay (BMO), to carry out works within the Tree Protection Zone and to remove substantial Trees in a Significant Landscape Overlay Schedule 1 (SLO1), and to remove native vegetation under Clause 52.17 Native Vegetation | Permit Approved | 3/04/2023 |
| 49/2023/P/VS | South | 2B Bembridge Avenue, Frankston South 3199 | To construct a front fence in a Significant Landscape Overlay Schedule 4 (SLO4) | Permit Approved | 4/04/2023 |
| 373/2022/P | South | 36 Sanders Road, Frankston South 3199 | To construct eight (8) double storey dwellings on a lot in a General Residential Zone (GRZ), to remove and construct buildings and works in the Tree Protection Zone of Substantial Trees in a Significant Landscape Overlay Schedule 4 (SLO4), to construct buildings and works in a Bushfire Management Overlay (BMO) and a Design and Development Overlay Schedule 9 (DDO9) | Permit Approved | 5/04/2023 |
| 725/2022/P | South | 105 Newton Avenue, Langwarrin South 3911 | To construct and carry out works for a dwelling extension within 20 metres of the road frontage in a Design and Development Overlay Schedule 4 (DDO4), and construct and carry out works within the Tree Protection Zone of a Substantial Tree in a Significant Landscape Overlay Schedule 1 (SLO1) | Permit Approved | 6/04/2023 |
| 118/2023/P | South | 10 Carter Court, Frankston 3199 | To construct one (1) single storey dwelling to the rear of existing dwelling (two (2) dwellings on a lot) in a General Residential Zone (GRZ) | Permit Approved | 6/04/2023 |

| Progress Report – Planning Application Decisions For The Application Date: From 1/04/2023 To 30/04/2023 | | | | | |
|--|-------------|--|--|-----------------|-------------|
| <u>Application</u> | <u>Ward</u> | <u>Property Address</u> | <u>Application Description</u> | <u>Status</u> | <u>Date</u> |
| 396/2022/P | South | 15 Baden Powell Drive, Frankston South 3199 | To construct two (2) double storey dwellings over basement in a General Residential Zone (GRZ), Design and Development Overlay Schedule 9 (DDO9) and Bushfire Management Overlay (BMO) and to construct works within the tree protection zone of substantial tree(s) in a Significant Landscape Overlay Schedule 4 (SLO4) | Permit Approved | 6/04/2023 |
| 30/2023/P/VS | South | 3 Amberley Crescent, Frankston South 3199 | To remove one (1) substantial tree in a Significant Landscape Overlay Schedule 4 (SLO4) | Permit Approved | 6/04/2023 |
| 35/2023/P/VS | South | 1 The Helm, Frankston South 3199 | To lop a substantial tree in a Significant Landscape Overlay Schedule 3 (SLO3) | Permit Approved | 12/04/2023 |
| 800/2022/P | South | 7 Villiers Street, Frankston South 3199 | To construct one (1) double storey dwelling to the rear of the existing dwelling (two (2) dwellings) in a General Residential Zone (GRZ) and Design and Development Overlay Schedule 9 (DDO9) to construct buildings and works within the Tree Protection Zone of substantial trees in a Significant Landscape Overlay Schedule 4 (SLO4) and to remove substantial trees in a Significant Landscape Overlay Schedule 4 (SLO4). | Permit Approved | 13/04/2023 |
| 814/2022/P | South | 8 Kitara Court, Frankston 3199 | To construct two (2) double storey dwellings on a lot in a General Residential Zone (GRZ) | Permit Approved | 13/04/2023 |
| 213/2022/P | South | 55 Warrandyte Road, Langwarrin 3910 | To subdivide the land into twenty-nine (29) lots in stages in a General Residential Zone (GRZ); To remove Native Vegetation under Clause 52.17 - Native Vegetation. | Permit Approved | 14/04/2023 |
| 626/2022/P | South | 37 Gweno Avenue, Frankston 3199 | To construct buildings and works (extension) to an existing dwelling in a Design and Development Overlay Schedule 6 (DDO6) | Permit Approved | 17/04/2023 |

| Progress Report – Planning Application Decisions For The Application Date: From 1/04/2023 To 30/04/2023 | | | | | |
|--|-------------|---|---|--------------------|-------------|
| Application | Ward | Property Address | Application Description | Status | Date |
| 711/2022/P | South | 45 Helvetia Court, Frankston 3199 | To construct four (4) double storey dwellings on a lot in a General Residential Zone (GRZ) | Permit Approved | 17/04/2023 |
| 879/2022/P | South | 25 Aldershot Road, Langwarrin 3910 | To construct an outbuilding in a Design and Development Overlay Schedule 4 (DDO4) and Bushfire Management Overlay | Application Lapsed | 18/04/2023 |
| 686/2022/P | South | 620 McClelland Drive, Langwarrin 3910 | To use the land for Store and to construct buildings and works in a Public Use Zone Schedule 1 (PUZ1) To construct buildings and works in a Bushfire Management Overlay (BMO) and Heritage Overlay (HO39) To construct buildings and works in a Significant Landscape Overlay Schedule 1 (SLO1) To reduce the number of car spaces required under Clause 52.06-5 of the Frankston Planning Scheme | Application Lapsed | 18/04/2023 |
| 15/2023/P/VS | South | 8 Kim Close, Frankston South 3199 | To construct a front fence in a Significant Landscape Overlay Schedule 4 (SLO4) | Permit Approved | 20/04/2023 |
| 7/2023/P | South | 183 Cranbourne Road, Frankston 3199 | To construct an extension to an existing Telecommunications Facility in a General Residential Zone (GRZ). | Permit Approved | 20/04/2023 |
| 443/2022/P | South | 21 Gulls Way, Frankston South 3199 | To construct one (1) triple storey dwelling in a Design and Development Overlay Schedule 2 (DDO2) | Permit Approved | 20/04/2023 |
| 160/2023/P | South | Shop 31Q/Ground Flr 28 Beach Street, Frankston 3199 | To use the land to sell and consume liquor (restaurant and cafe licence) in a Commercial 1 Zone (C1Z) | Permit Approved | 24/04/2023 |
| 58/2023/P/VS | South | 109 Overport Road, Frankston South 3199 | To remove one (1) substantial tree in a Significant Landscape Overlay Schedule 3 (SLO3) | Permit Approved | 26/04/2023 |
| 162/2023/P | South | 652 Nepean Highway, Frankston South 3199 | To vary the restrictive covenant contained in Instrument of Transfer no 2341435 to change the reference: 'one private dwelling house' to 'two dwellings' | Permit Approved | 26/04/2023 |

| Progress Report – Planning Application Decisions For The Application Date: From 1/04/2023 To 30/04/2023 | | | | | |
|--|-------------|---|--|-----------------------|-------------|
| <u>Application</u> | <u>Ward</u> | <u>Property Address</u> | <u>Application Description</u> | <u>Status</u> | <u>Date</u> |
| 821/2022/P | South | 29 Gweno Avenue, Frankston 3199 | To construct buildings and works to an existing dwelling in a Design and Development Overlay Schedule 6 (DDO6) | Permit Approved | 27/04/2023 |
| 580/2022/P | South | 2 Sandy Bay Retreat, Frankston South 3199 | To construct a single dwelling in a Design and Development Overlay (DDO2) and Erosion Management Overlay Schedule 1 (EMO1) | Application Withdrawn | 28/04/2023 |
| South Ward = 25 | | | | | |
| Total = 55 | | | | | |

| Progress Report – Amendments to Planning Application Decisions For The Application Date: From 1/04/2023 To 30/04/2023 | | | | | |
|--|------------|--|---|-----------------------|------------|
| Application | Ward | Property Address | Application Description | Status | Date |
| 426/2022/P/B | North-East | 15/684-700 Frankston-Dandenong Road, Carrum Downs 3201 | Secondary consent - To use the land for a Restricted Recreation Facility (Gym) and to erect and display business identification signage | Application Withdrawn | 4/04/2023 |
| 180/2022/P/C | North-East | 12 Shearwater Drive, Carrum Downs 3201 | Secondary Consent - To construct one (1) double storey dwelling to the rear of the existing dwelling (two (2) dwellings) in a General Residential Zone (GRZ). | Application Withdrawn | 5/04/2023 |
| 111361/1985/P/A | North-East | 1325 Frankston-Dandenong Road, Carrum Downs 3201 | Section 72 - To have buildings and works erected thereon in accordance with the endorsed plan (3 sheets) attached to the Notice of Determination to grant a permit dated 24 June 1985 and to be used for the purpose of a 12 unit motel and associated car parking. | Permit Approved | 18/04/2023 |
| 517/2014/P/A | North-East | 100 Ballarto Road, Carrum Downs 3201 | Secondary Consent - To construct extensions to the existing A Block building for the purposes of a Learning Centre associated with the primary use of the land for a school | Application Withdrawn | 19/04/2023 |
| North-East Ward = 4 | | | | | |
| 249/2016/P/H | North-West | 1 Kananook Avenue, Seaford 3198 | Section 72 - The construction of two (2) double storey dwellings including a front fencing exceeding the maximum height specified in Clause 55.06-2 and to construct buildings and carry out works in the Special Building Overlay - Schedule 1 (SBO1). | Permit Approved | 3/04/2023 |

| Progress Report – Amendments to Planning Application Decisions For The Application Date: From 1/04/2023 To 30/04/2023 | | | | | |
|--|------------|---|--|----------------------------|------------|
| Application | Ward | Property Address | Application Description | Status | Date |
| 140/2020/P/E | North-West | 57 Fortescue Avenue, Seaford 3198 | Section 72 - To construct one (1) double storey dwelling to rear of existing dwelling (two (2) dwellings) in a General Residential Zone (GRZ) and to construct a building and works within the Special Building Overlay (SBO) | Permit Approved | 5/04/2023 |
| 655/2005/P/A | North-West | 2 Coolibar Avenue, Seaford 3198 | Secondary Consent - The development of four (4) dwellings in accordance with the endorsed plans | Secondary Consent Approved | 13/04/2023 |
| 256/2022/P/A | North-West | 34 Airlie Grove, Seaford 3198 | Secondary Consent - To construct a single dwelling in a Land Subject to Inundation Overlay (LSIO) | Secondary Consent Approved | 13/04/2023 |
| 251/2017/P/D | North-West | 4-5 Railway Parade, Seaford 3198 | Secondary Consent - To construct four (4) double storey dwellings and four (4) lot subdivision | Secondary Consent Approved | 13/04/2023 |
| North-West Ward = 5 | | | | | |
| 366/2022/P/A | South | Shop 14-15/Ground Flr 27 Wells Street, Frankston 3199 | Section 72 - To use the land for the sale and consumption of liquor, to erect and display business identification signage in a Commercial 1 Zone (B1Z) and to waive the bicycle parking requirements of Clause 52.34-5 of the Frankston Planning Scheme. | Permit Approved | 6/04/2023 |
| 97/2021/P/A | South | 28 Beach Street, Frankston 3199 | Secondary Consent - To construct buildings and works to the existing shopping centre in a Commercial 1 Zone (C1Z) | Secondary Consent Approved | 20/04/2023 |
| 238/2019/P/C | South | 23 Gulls Way, Frankston South 3199 | Section 72 - To construct one (1) double storey dwelling in a Design and Development Overlay - Schedule 2 and construct buildings and works in an Erosion Management Overlay - Schedule 1 | Permit Approved | 20/04/2023 |

| Progress Report – Amendments to Planning Application Decisions For The Application Date: From 1/04/2023 To 30/04/2023 | | | | | |
|--|-------------|---|---|----------------------------|-------------|
| <u>Application</u> | <u>Ward</u> | <u>Property Address</u> | <u>Application Description</u> | <u>Status</u> | <u>Date</u> |
| 433/2022/P/A | South | 27 Foot Street, Frankston 3199 | Section 72 - To construct one (1) single storey dwelling to the rear of the existing dwelling (two (2) dwellings on a lot) in a General Residential Zone (GRZ). | Permit Approved | 21/04/2023 |
| 232/2021/P/C | South | 10 Seaview Road, Frankston South 3199 | Secondary Consent - The construction of a double storey dwelling to the rear of an existing dwelling (two (2) dwellings on a lot) in a General Residential Zone, and construction of a dwelling exceeding 7 metres in height in a Design and Development Overlay 1. | Secondary Consent Approved | 20/04/2023 |
| 72/2006/P/H | South | 138 Frankston-Flinders Road, Frankston South 3199 5 Culcairn Drive, Frankston South 3199 | Secondary Consent - Thirty three (33) dwellings associated car parking and works | Secondary Consent Approved | 27/04/2023 |
| 72/2006/P/H | South | 5 Culcairn Drive, Frankston South 3199 | Secondary Consent - Thirty three (33) dwellings associated car parking and works | Secondary Consent Approved | 27/04/2023 |
| 164/2020/P/C | South | 5/2 Stockhaven Circuit, Langwarrin 79A Cranhaven Road, Langwarrin | Secondary Consent - To construct seven (7) single storey dwellings on a lot in a General Residential Zone (GRZ) | Secondary Consent Approved | 28/04/2023 |
| 71/1997/P/B | South | 79 Donald Road, Langwarrin 3910 | Section 72 - The construction of a dwelling, garage and shed in accordance with the endorsed plans | Application Lapsed | 28/04/2023 |
| South Ward = 9 | | | | | |
| Total = 18 | | | | | |

| Progress Report – Subdivision Application Received | | | | |
|--|-------------|---|---|-------------|
| For The Application Date: From 1/04/2023 To 30/04/2023 | | | | |
| <u>Application No</u> | <u>Ward</u> | <u>Property Address</u> | <u>Application Description</u> | <u>Date</u> |
| 42/2023/S | North-East | 21 Colemans Road, Carrum Downs 3201 | Re-align the Common Boundary along median of existing wall Small shift from existing Title Removal of easement E-5 on PS544071R | 26/04/2023 |
| 26/2023/S | North-West | 4 Kerry Street, Seaford 3198 | Two (2) lot subdivision | 5/04/2023 |
| 37/2023/S | North-West | 131 Fortescue Avenue, Seaford 3198 | Two (2) lot subdivision | 5/04/2023 |
| 38/2023/S | North-West | 116-118 Dandenong Road West, Frankston 3199 | Section 22 (Consolidation) | 14/04/2023 |
| 39/2023/S | North-West | 56 Orwil Street, Frankston 3199 | To subdivide the land into two (2) lots in a General Residential Zone (GRZ) | 24/04/2023 |
| 41/2023/S | North-West | 1/92 Nepean Highway, Seaford 3198 | Five (5) lot subdivision | 24/04/2023 |
| 36/2023/S | South | 642A Nepean Highway, Frankston South 3199 | Three (3) lot subdivision | 3/04/2023 |
| 40/2023/S | South | 9 Gould Street, Frankston 3199 | Three (3) lot subdivision | 24/04/2023 |
| Total = 8 | | | | |

| Progress Report – Subdivision Decisions | | | | | |
|--|------------|--|---|------------------------------|------------|
| For The Application Date: From 1/04/2023 To 30/04/2023 | | | | | |
| Application No | Ward | Property Address | Application Description | Status | Date |
| 44/2019/S | North-East | 42 Barnett Avenue, Carrum Downs 3201 | Seven (7) Lot Subdivision | Certified | 11/04/2023 |
| 59/2021/S | North-East | 875 Dandenong-Hastings Road, Skye 3977 | Two (2) lot subdivision | SOC Issued (M) | 27/04/2023 |
| 27/2023/S | North-East | 20 Buontempo Road, Carrum Downs 3201 | To create an easement | Certification and SOC Issued | 27/04/2023 |
| 28/2023/S | North-East | 22 Buontempo Road, Carrum Downs 3201 | To create an easement | Certification and SOC Issued | 27/04/2023 |
| 108/2021/S | North-West | 10 Nepean Highway, Seaford 3198 | Two (2) lot subdivision | SOC Issued (M) | 12/04/2023 |
| 117/2021/S | North-West | 42 Hadley Street, Seaford 3198 | Four (4) lot subdivision | Certified | 5/04/2023 |
| 142/2021/S | North-West | 3 Tilia Court, Frankston North 3200 | Two (2) lot subdivision | SOC Issued (M) | 26/04/2023 |
| 79/2022/S | North-West | 26 Cricklewood Avenue, Frankston 3199 | To subdivide the land into four(4) lots in a General Residential Zone (GRZ) | SOC Issued (M) | 6/04/2023 |
| 85/2022/S | North-West | 41 Molesworth Street, Seaford 3198 | To subdivide the land into four (4) lots in a General Residential Zone (GRZ) | SOC Issued (M) | 11/04/2023 |
| 23/2023/S | North-West | 3 Barry Street, Seaford 3198 | To subdivide the land into three (3) lots in a General Residential Zone (GRZ) | Certified | 18/04/2023 |
| 61/2021/S | South | 46 Lardner Road, Frankston 3199 | Two (2) lot subdivision | Certified | 4/04/2023 |
| 103/2022/S | South | 3 Baileyana Street, Frankston South 3199 | To subdivide the land into three(3) lots in a General Residential Zone (GRZ) | Certified | 4/04/2023 |
| Total = 12 | | | | | |

| Town Planning Applications – Direction To Advertise Issued April 2023 | | | | |
|--|------------|---|--|------------------|
| Application No | Ward | Property Address | Application Description | Application Date |
| 877/2022/P | North-East | 6 Lyrebird Drive, Carrum Downs 3201 | To construct three (3) double storey dwellings on a lot in a General Residential Zone (GRZ) and Bushfire Management Overlay Schedule 1 (BMO1) | 12/12/2022 |
| 142/2019/P/VS | North-East | 520 Cranbourne-Frankston Road, Langwarrin 3910 | Section 72 - To construct alterations and additions to existing dwelling in a Rural Conservation Zone Schedule 1 (RCZ1). Amendments: - Transformation of existing dwelling to a Habitable Outbuilding; - Construction of single storey dwelling and adjoining garage; - Construction of an additional outbuilding (shed); and - Consequential changes to the accessway. | 21/12/2022 |
| 73/2023/P | North-East | 58 William Road, Carrum Downs 3201 | To construct fifteen (15) double storey dwellings in a General Residential Zone (GRZ). | 7/02/2023 |
| 147/2023/P | North-East | 11 Edward Street, Langwarrin 3910 | To construct ten (10) double storey dwellings in a General Residential Zone (GRZ). | 1/03/2023 |
| 201/2023/P | North-East | 13/106 Broderick Road, Carrum Downs 3201 | Extension to existing dwelling (verandah) on a lot less than 300 square metres in a General Residential Zone (GRZ) | 21/03/2023 |
| 343/2022/P | North-West | 116 Dandenong Road West, Frankston 3199 | To construct buildings and works including a building, associated works and internally illuminated business identification signage in a Commercial 2 Zone (C2Z) To alter access to a road in a Transport Zone 2 (TRZ2) To construct buildings and works including signage in a Public Acquisition Overlay Schedule 1 (PAO1) | 20/05/2022 |

| Town Planning Applications – Direction To Advertise Issued April 2023 | | | | |
|--|------------|--|---|------------------|
| Application No | Ward | Property Address | Application Description | Application Date |
| 343/2022/P | North-West | 118 Dandenong Road West, Frankston 3199 | To construct buildings and works including a building, associated works and internally illuminated business identification signage in a Commercial 2 Zone (C2Z) To alter access to a road in a Transport Zone 2 (TR2) To construct buildings and works including signage in a Public Acquisition Overlay Schedule 1 (PAO1) | 20/05/2022 |
| 378/2022/P | North-West | 240 Nepean Highway, Seaford 3198 | *This application is re-advertised due to an increase in finished floor levels by 500mm* To construct two (2) triple storey dwellings in a General Residential Zone (GRZ), Design and Development Overlay Schedule 6 (DDO6) and Land Subject to Inundation Overlay (LSIO) and to alter access to a road in a Transport Zone 2 (TR2). | 3/06/2022 |
| 428/2022/P | North-West | 9 Inglis Avenue, Frankston 3199 | To Construct Five (5) Double Storey Dwellings on a Lot in a Mixed Use Zone (MUZ); a Design and Development Overlay - Schedule 5 (DDO5); and a Special Building Overlay (SBO) | 24/06/2022 |
| 442/2022/P | North-West | 10 Kookaburra Street, Frankston 3199 | To use the land for a Restaurant and Bar and to undertake associated buildings and works in a Commercial 2 Zone (C2Z); For a waiver of the car parking requirement under Clause 52.06; For the sale and consumption of liquor on site (on-premise licence); For buildings and works in a Special Building Overlay (SBO) | 1/07/2022 |

| Town Planning Applications – Direction To Advertise Issued April 2023 | | | | |
|--|------------|------------------------------------|---|------------------|
| Application No | Ward | Property Address | Application Description | Application Date |
| 529/2022/P | North-West | 78-83 Nepean Highway, Seaford 3198 | <p>*This application is being re-advertised to correct the proposal description*</p> <p>To construct forty-four (44) double and triple storey dwellings and subdivide the land into forty-four (44) lots in stages in a General Residential Zone (GRZ), Design and Development Overlay Schedule 6 (DDO6) and Land Subject to Inundation Overlay (LSIO), to remove native vegetation under Clause 52.17 Native Vegetation and to create access and subdivide land adjacent to a road in a Transport 2 Zone.</p> | 2/08/2022 |
| 670/2022/P | North-West | 11 McRae Street, Seaford 3198 | <p>To construct two (2) double storey dwellings in a General Residential Zone (GRZ).</p> <p>Note: This application is being re-advertised as a result of the revised plans that were lodged with Council. The main changes include:</p> <ul style="list-style-type: none"> - An increase in the setback of the garages from the eastern and western boundary, so the garages are setback 1.2 metres from each boundary. - The length of the dwelling increased at ground floor level from previously having a setback of 10.44 metres from the rear boundary to a reduced setback of 8.72 metres from the rear boundary. - Modifications to the side setbacks. | 21/09/2022 |
| 763/2022/P | North-West | 48 Fairway Street, Frankston 3199 | To construct four (4) double storey dwellings in a General Residential Zone (R1Z). | 13/10/2022 |

| Town Planning Applications – Direction To Advertise Issued April 2023 | | | | |
|--|------------|---|---|------------------|
| Application No | Ward | Property Address | Application Description | Application Date |
| 894/2022/P | North-West | 56 Kashmir Crescent, Frankston 3199 | To vary the restrictive covenant C442212 by deleting the words "...three feet..." and replacing with the words "...two (2.00) metres above ground level (excluding any gate, or portico, or similar entrance structure)..." | 2/12/2022 |
| 849/2022/P | North-West | 13 Forest Drive, Frankston North 3200 | To construct one (1) single storey dwelling to the rear of the existing dwelling (two (2) dwellings on a lot) in a General Residential Zone (GRZ) | 5/12/2022 |
| 850/2022/P | North-West | 19 Cascade Street, Frankston 3199 | To construct three (3) double storey dwellings on a lot in a General Residential Zone (GRZ). | 5/12/2022 |
| 35/2023/P | North-West | Belvedere Reserve 151 East Road, Seaford 3198 | To use the land for a research centre and undertake associated buildings and works; To construct buildings and works for a playground in a Public Park and Recreation Zone (PPRZ) | 20/01/2023 |
| 721/2022/P | South | 490 Robinsons Road, Langwarrin South 3911 | To construct a shed in a Design and Development Overlay Schedule 4 (DDO4) and a Bushfire Management Overlay (BMO1) and buildings and works in the tree protection zone of a substantial tree in a Significant Landscape Overlay Schedule 1 (SLO1) | 19/10/2022 |
| 824/2022/P | South | 22 Bergman Road, Langwarrin 3910 | To construct a single dwelling in a Bushfire Management Overlay (BMO) and undertake buildings and works within 20 metres of a road frontage and 10 metres of another boundary in a Design and Development Overlay (DDO4) | 25/11/2022 |
| 860/2022/P | South | 445-447 Nepean Highway, Frankston 3199 | The retention of the existing Major Promotion Sky Sign (including existing associated structures) and the continuing display of an existing illuminated (floodlit) Major Promotion Sky Sign | 5/12/2022 |

| Town Planning Applications – Direction To Advertise Issued April 2023 | | | | |
|--|-------|---|--|------------------|
| Application No | Ward | Property Address | Application Description | Application Date |
| 861/2022/P | South | 90 West Road, Langwarrin South 3911 | To construct buildings and works for an outbuilding in a Bushfire Management Overlay (BMO) and Rural Conservation Zone Schedule 1 (RCZ1) | 6/12/2022 |
| 885/2022/P | South | 11 Yamala Drive, Frankston South 3199 | *** THIS APPLICATION IS BEING RE-ADVERTISED TO CORRECT THE PROPOSAL DESCRIPTION *** To construct buildings and works (double storey dwelling and outbuilding) in a Design and Development Overlay (DDO2); To construct buildings and works in the Tree Protection Zone of substantial trees in a Significant Landscape Overlay Schedule 3 (SLO3); To remove substantial trees in a Significant Landscape Overlay Schedule 3 (SLO3). | 13/12/2022 |
| 908/2022/P | South | 10 Mountain Avenue, Frankston South 3199 | To construct two (2) double storey dwellings and to subdivide the land into two (2) lots in a General Residential Zone (GRZ) and Design and Development Overlay Schedule 1 (DDO1) To remove substantial trees and undertake buildings and works in a Significant Landscape Overlay Schedule 3 (SLO3) To remove native vegetation under Clause 52.17 Native Vegetation | 20/12/2022 |
| 913/2022/P | South | 20 Burnett Crescent, Frankston South 3199 | To construct three (3) double storey dwellings in a General Residential Zone (GRZ), buildings and works in the tree protection zone of substantial trees and the removal of substantial trees in a Significant Landscape Overlay - Schedule 3 (SLO3). | 22/12/2022 |
| 31/2023/P | South | 2/33 Leawarra Parade, Frankston 3199 | To construct one (1) single storey dwelling to the rear of the existing dwelling (two (2) dwellings on a lot) in a General Residential Zone (GRZ) | 17/01/2023 |

| Town Planning Applications – Direction To Advertise Issued April 2023 | | | | |
|--|-------|---|---|------------------|
| Application No | Ward | Property Address | Application Description | Application Date |
| 72/2023/P | South | 63 Coogee Avenue, Frankston 3199 | To construct one double storey dwelling to the rear of the existing dwelling (two (2) dwellings on a lot) in a General Residential Zone (GRZ) | 7/02/2023 |
| 144/2023/P | South | 5 Jamieson Court, Langwarrin 3910 | To construct an extension to an existing dwelling and carport in a Design and Development Overlay (DDO4) | 1/03/2023 |
| 160/2023/P | South | Shop 31Q/Ground Flr 28 Beach Street, Frankston 3199 | To use the land to sell and consume liquor (restaurant and cafe licence) in a Commercial 1 Zone (C1Z) | 2/03/2023 |
| 162/2023/P | South | 652 Nepean Highway, Frankston South 3199 | To vary the restrictive covenant contained in Instrument of Transfer no 2341435 to change the reference: 'one private dwelling house' to 'two dwellings' | 6/03/2023 |
| 10/2023/P/A | South | 13 Harrow Hill Court, Frankston South 3199 | Section 72 - To construct buildings and works (extension) to an existing dwelling in a Design and Development Overlay Schedule 1 (DDO1) Amendment: - Extension of Master Bedroom to the rear. | 29/03/2023 |

Legend

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

| Progress Report – Current VCAT Appeals April 2023 | | | | | | | | | |
|--|---------------------------|--|---|-----------------------|-------------------------|--------------------|-------------------------------------|----------------------|------------------------------|
| <u>Appeal No</u> | <u>Application Number</u> | <u>Address</u> | <u>Proposal</u> | <u>Lodged at VCAT</u> | <u>Council Decision</u> | <u>Appeal Type</u> | <u>Date of Appeal</u> | <u>VCAT Decision</u> | <u>Date of VCAT Decision</u> |
| P324/2022 | 167/2021/P | 92 Cadles Road Carrum Downs | To construct twenty two (22) dwellings on a lot in a General Residential Zone (GRZ) and to remove native vegetation under Clause 52.17 Native Vegetation of the Frankston Planning Scheme | 27/04/2022 | Refusal | Applicant | 1/02/2023 | | |
| P1471/2022 | 112/2022/P | 22 McComb Boulevard, Frankston South | To construct three (3) double storey dwellings in a General Residential Zone (GRZ) to undertake buildings and works within Schedule 9 to the Design and Development Overlay (DDO9) and to undertake works within Schedule 4 to the Significant Landscape Overlay (SLO4) | 1/11/2022 | NOD | Objector | 6/07/2023 | | |
| P1635/2022 | 329/2021/P | 9 Bayview Road Frankston | To construct two (2) double storey dwellings on a lot in a General Residential Zone (GRZ) | 6/12/2022 | NOD | Objector | 15/08/2023 | | |
| P1642/2022 | 130/2022/P | 7 Kelvin Avenue, Seaford | To construct three (3) double storey dwellings in a General Residential Zone (GRZ). | 7/12/2022 | NOD | Objector | 23/08/2023 | | |
| P1750/2022 | 765/2021/P | 446-450 Nepean Hwy Frankston | Construction of a multi-storey mixed use development in a Commercial 1 Zone, Use of the land for Dwellings and Restricted Recreation Facility (Gym and Wellness Centre), alteration of access to a road within a Transport Zone 2, a reduction in carparking requirements at Clause 52.06 and the sale and consumption of liquor. | 21/12/2022 | NOD | Objector | 19, 20, 21, 22 & 23 June 2023 | | |
| P1663/2022 | 383/2022/P | 4 Merinda Court, Frankston | To construct four (4) double storey dwellings on a lot in a General Residential Zone (GRZ) | 11/12/2022 | NOD | Objector | 15/09/2023 | | |

| Progress Report – Current VCAT Appeals April 2023 | | | | | | | | | |
|--|---------------------------|--|--|-----------------------|-------------------------|--------------------|-----------------------|----------------------|------------------------------|
| <u>Appeal No</u> | <u>Application Number</u> | <u>Address</u> | <u>Proposal</u> | <u>Lodged at VCAT</u> | <u>Council Decision</u> | <u>Appeal Type</u> | <u>Date of Appeal</u> | <u>VCAT Decision</u> | <u>Date of VCAT Decision</u> |
| P54/2023 | 4/2022/COMP | 4 Pildra Court, Seaford | Certificate of Compliance. | 13/01/2023 | Refusal | Applicant | 2/05/2023 | | |
| P121/2023 | 656/2022/P | 38 McComb Boulevard, Frankston South | To construct two (2) double storey dwellings on a lot in a General Residential Zone (GRZ), to construct a front fence and construct buildings and works in the tree protection zone of substantial trees in a Significant Landscape Overlay Schedule 4 (SLO4) and to construct buildings and works in a Design and Development Overlay Schedule 9 (DDO9) | 27/01/2023 | NOD | Objector | 26/10/2023 | | |
| P125/2023 | 548/2022/P | 438-444 Nepean Highway, Frankston | Construction of a sixteen (16) storey building in a Commercial 1 Zone (B1Z), use of land for Dwellings, creation/alteration to access to a road in a Transport Zone 2 and reduction in car parking requirements under Clause 52.06 of the Frankston Planning Scheme | 30/01/2023 | Failure to Determine | Applicant | 5, 6 & 7 July 2023 | | |
| P109/2023 | 773/2021/P | 475 Baxter-Tooradin Road, Langwarrin South | To use the land for a poultry farm (production of free-range eggs) and building and works in a Rural Conservation Zone Schedule 1 (RCZ1). | 25/01/2023 | Review of Conditions | Applicant | 17/07/2023 | | |
| P115/2023 | 791/2021/P | 2/6 Jubilee Avenue, Seaford | To construct one (1) single storey dwelling on a lot less than 300 square meters in a General Residential Zone (GRZ). | 14/02/2023 | Refusal | Applicant | 3/08/2023 | | |

| Progress Report – Current VCAT Appeals April 2023 | | | | | | | | | |
|--|---------------------------|-----------------------------------|--|-----------------------|--|--------------------|-----------------------|----------------------|------------------------------|
| <u>Appeal No</u> | <u>Application Number</u> | <u>Address</u> | <u>Proposal</u> | <u>Lodged at VCAT</u> | <u>Council Decision</u> | <u>Appeal Type</u> | <u>Date of Appeal</u> | <u>VCAT Decision</u> | <u>Date of VCAT Decision</u> |
| P240/2023 | 546/2022/P | 10-12 Olive Grove, Frankston | To construct twelve (12) double storey dwellings in a Residential Growth Zone Schedule 1 (RGZ1), Design and Development Overlay Schedule 12 (DDO12) and Special Building Overlay (SBO) | 27/02/2023 | Request for further information under Section 54 | Applicant | 30/05/2023 | | |
| P517/2023 | 389/2022/P | 3 Coogee Avenue, Frankston | To construct four (4) double storey dwellings in a General Residential Zone (GRZ) | 8/05/2023 | Notice of Decision | Objector | 13-14/12/2023 | | |
| P513/2023 | 19/2022/P | 29 Moorhen Crescent, Carrum Downs | To construct one (1) single storey dwelling to the rear of the existing dwelling (two (2) dwellings on a lot) and to subdivide the land into two (2) lots in a General Residential Zone (GRZ) and Bushfire Management Overlay Schedule 1 (BMO1). | 26/04/2023 | Refusal | Applicant | 11/09/2023 | | |

Executive Summary

11.2 City Futures Progress Report - Quarter 3 January - March 2023

Enquiries: Tammy Beauchamp: Communities

Council Plan

| | |
|----------|--|
| Level 1: | 6. Progressive and Engaged City |
| Level 2: | 6.2 Enhance strategy, policy and plan development and identify alignment to allow for prioritisation of services that are efficient, well planned, accessible and meet community needs |

Purpose

To update Council on the quarterly progress (January to March 2023) of the 2022-2023 City Futures Strategic Works Program.

Recommendation (Director Communities)

That Council receives the City Futures Progress Report (excluding Economic Scorecard) for Quarter 3 from January – March 2023.

Key Points / Issues

- The City Futures Progress Report – Quarter 3 2022-2023 (Attachment A) provides Council with an overview of the strategic work undertaken to date in the fields of:
 - Policy and Strategy development
 - Advocacy and Partnerships
 - Programs and Events
- Highlights and Achievements for this period include:
 - Economic, Investment and Attraction:
 - Further to the completion of White Street Mall upgrades, a calendar of activations was delivered from 3 – 29 January 2023. Pop up activations included face painting, reptile encounters, gardening for kids and balloon art as well as live music from local performers. Council services such as the Youth Bus, Impact Volunteering and Job Advocates also participated.
 - New Invest Frankston Business Grant guidelines, including reviewed grant categories and application process were finalised and the 2023 program officially opened for Stage 1 Applications on Sunday 12 February 2023. From this initial round, thirty-seven (37) eligible Stage 1 applicants were invited to submit a Stage 2 application in March 2023. Of these thirty-seven application, sixteen (16) Stage 2 applications were recommended to receive a grant, after consideration by the Assessment Panel. These will be presented to the 1 May 2023 Council Meeting for endorsement.
 - The 2023 IF Façade Improvement Grants opened on 23 March 2023 for Stage 1 applications, and will close on 10 April 2023. This stage allows applicants to test their eligibility for a grant and propose a project brief.
 - The third and final public art installation was completed in Seaford, thanks to the State Government funded Seaford Activation Grant program. The third mural, on the wall of Spanish Bar, was completed in collaboration with Spanish Bar and the nearby RSL, to pay respect to our local veterans whilst maintaining a Spanish feel. The final mural incorporates large red poppies with sprigs of rosemary and a Clavel, which is the Spanish national flower.

11.2 City Futures Progress Report - Quarter 3 January - March 2023**Executive Summary**

This mural can be seen on the corner of Station Street and Chapman Avenue, Seaford.

- The review of the Commercial Operator (food trucks) guidelines continued with a Councillor Briefing in February 2023. Feedback from the Councillor Briefings was incorporated into new draft Mobile Food Van Procurement guidelines and a comprehensive communications plan developed to support operator and community engagement on the draft guidelines, to commence in May 2023.
 - New draft Footpath Trading and Parklet Guidelines were finalised and targeted business and business stakeholder group and community engagement will commence in April 2023. Officers will visit suburban shopping strips, the Frankston city centre, and some industrial precincts in person to deliver information on the upcoming engagement and to ensure a sound response from the business community.
 - Officers attended a round table discussion and workshop at Monash Business School, which was conducted by experts visiting from Warwick University in the United Kingdom (UK). This was an opportunity for businesses, Local Governments and academics from Warwick University and the Monash Business School to address the question “How will the adoption of Industry 4.0 technologies enable Small to Medium Enterprises (SMEs) to transition from linear to a Circular Economy?”. It was a fantastic opportunity for Council Officers to workshop and discuss the challenges SME’s face while adopting Industry 4.0 technologies and how these technologies can assist them to transition to a Circular Economy and ensure long-term sustainability.
 - Council’s Business Concierge services was widely promoted via various channels including the Frankston City News, Council’s website and social media, with seventy (70) enquiries received this quarter. The numbers reflect the promotion of the service and the success of this in both reaching and supporting the business community in Frankston City.
 - Officers travelled to Hume City Council for an Economic Development Exchange meeting. This meeting saw Economic Development officers from across Victorian Councils, including Casey, Bass Coast, Banyule, Hobsons Bay, hear about economic development projects being undertaken across the sector. Some exciting projects were shared and connections made with other local government Economic Development teams to build relationships and share information.
 - 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. Eight hundred and eighty-six (886) were supported by the program this quarter.
- Social Policy and Planning:
 - .id Consulting provided training on Council’s new online demographic resources, an online tool providing user-friendly access to ABS Census and housing market data. A total of five training sessions were held, including two staff sessions, two community sessions and a session for specialist homelessness and housing providers. Approximately one-hundred and thirty (130) people participated in the training sessions.

11.2 City Futures Progress Report - Quarter 3 January - March 2023**Executive Summary**

- The Director Communities chaired the Strategic Housing & Homelessness Alliance in March 2023, where the Frankston Zero Housing Forum & Roundtables Report was endorsed for public release.
- Council's Housing Advisory Committee met in February and March, and received a presentation from the Chair of the Frankston Zero Executive Group on the key findings from the Housing Forum and Roundtables Report. The Committee also undertook a site visit of a new social and affordable housing development in Cheltenham in March. This was developed by the Pitard Group and is being managed by National Affordable Housing Victoria.
- Inception meetings were held with project consultants to commence two social research projects to determine the need for services for people experiencing homelessness and social and affordable housing.
- Environmental Policy and Planning:
 - A report was prepared for 20 February Council meeting to provide an update on the Witternberg Reserve as a Native Vegetation Offset and request the commencement of community consultation on the proposed fencing of the reserve. A report will be presented to Council in Quarter two 2023-2024 at the conclusion of the community consultation.
 - In relation to NOM 11/2022 - Exploration of the establishment of a South Eastern Councils Biodiversity Network, Officers have undertaken collaborative work with other municipalities (including Kingston, Mornington Peninsula, Bayside, Greater Dandenong, Port Phillip and Glen Eira) to progress this item, a symposium is being held in May for Councillors to explore opportunities that might exist with established networks and/or to investigate the governance/funding models that are required to ensure the success of a new network. As a result, this report will return to Council in July 2023 which will provide a comprehensive and holistic way forward for this item.
 - Community consultation and internal stakeholder review of the draft Climate Change Strategy and Action Plan concluded on 8 January 2023. Submissions received informed changes to prioritisation and refinement of several actions within the Action Plan.
 - Work progressed on determining the locations for delivering the annual target of 20,000 trees. Consultants continue to work on the Urban Forest Precinct Plans for Frankston, Frankston Heights, Karingal and the Frankston Metropolitan Activity Centre (FMAC) to determine opportunities for increasing canopy cover and develop a 10 year planting plan.
 - Community consultation on the Coastal Marine Management Plan Values, Issues and Opportunities report concluded on 16 January 2023. The information collated was reviewed and used to further develop the spatial plans, vision statements and implementation plan for each precinct. Officers have commenced internal stakeholder review of the actions. Bunurong Land Council were engaged to develop a Coastal Cultural Values report to inform the final development of the management plan.
 - Promotion and preparation for the Indigenous Nursery Open day was undertaken for the event to be held first weekend of May.

11.2 City Futures Progress Report - Quarter 3 January - March 2023**Executive Summary**

- The recommended revised mapping of Frankston City's areas of environmental significance to inform the Planning Scheme overlay mapping has been provided by the consultants and is being reviewed by Council officers
- Frankston City Council has teamed up with over 27 Councils across metropolitan Melbourne to represent Greater Melbourne on the global stage in the City Nature Challenge. Two events occurred during the challenge in collaboration with Parks Victoria at the Frankston Nature Conservation and Pines Flora and Fauna Reserves
- Volunteers completed eight Gardens for Wildlife visits to help residents provide an area of habitat in their garden to support local wildlife
- Urban Design:
 - Progress continued on the Nepean Boulevard Vision Plan with procurement activities undertaken seeking multi-disciplinary design services for the next phase of concept development. Workshops continued with Department of Transport and Planning (DTP) to progress assessment of the Movement and Place framework classifications for the FMAC. Councillors were briefed on the Nepean Boulevard Vision and Flythrough at the 29 March Councillor Briefing.
 - Progress continued on the Frankston Revitalisation Program funded by Council and the Victorian Government Suburban Revitalisation Program. Designs for Stiebel Lane have been finalised and due diligence underway for the Nepean Highway median lighting. Approvals are being sought from Metropolitan Trains Melbourne for the Monash Greenlink improvements to commence in the rail corridor. Revitalisation project updates were presented to the Frankston Revitalisation Board on the 30 March 2023.
 - Work progressed on the development of guidelines and standards for designing and constructing streets and public places in the FMAC. The standards will include planting, furniture, materials and lighting to allow Council to have a clear and consistent approach to the development of the FMAC.
 - Development of the Public Toilet Action Plan progressed throughout March with internal workshops to finalise the principles, guidelines and standard types of toilets to inform upgrades in the future. A first round of community engagement is being planned for May.
 - Preparation of the Baxter Park Master Plan, commenced in February 2022, continues to progress with a review of all community engagement responses and preparation of a Final Master Plan. This is a significant piece of work that involves input from various teams across Council, State Government and various external stakeholders and clubs. Officers continue to gather important technical information which will help develop the final Master Plan. It is anticipated that Councillors will be briefed on this matter in August 2023, for it come to a Council Meeting for adoption in October 2023.
 - A Pilot program with Propella.ai commenced using new technology (Propella.Civic) to understand the utilisation of Council assets and open space. The pilot compliments existing smart cities projects to gain a better understanding of how different assets and spaces are used across Frankston. This information will assist Council in evaluating projects pre and

11.2 City Futures Progress Report - Quarter 3 January - March 2023**Executive Summary**

post-delivery to help guide open space and public realm decision making regarding budget and priorities.

- Implementation of the new Frankston Wayfinding Strategy and Style Guide commenced with a prototype suburb sign located on Nepean Highway, Seaford.
- Strategic Planning:
 - Those who made a submission to the draft Frankston Metropolitan Activity Centre Structure Plan had the opportunity to speak at the 15 March 2023 Submitters Hearing Council Meeting.
 - Council was briefed at the 29 March Council meeting in relation to height and built form outcomes proposed for the FMAC through the Structure Plan.
 - Advocacy continued with State Government Ministers and Members of Parliament in relation to the draft FMAC Structure Plan.
 - On 8 March, Councillors received an introductory briefing on the Frankston City Housing Strategy work. During March, the Housing Strategy Discussion Paper and background supporting documents were finalized by officers, with Councillors expected to be briefed on it in May 2023.

Financial Impact

Council's estimated investment in City Futures for 2022/23 is \$5.6M. This includes both statutory work and Council's priorities for the municipality.

Consultation

A number of engagement activities for the development of strategies and plans have been undertaken this quarter including:

- Draft Climate Change Strategy and Action Plan; and the
- Draft Coastal Marine Management Plan – Values Issues and Opportunities Paper.

Analysis (Environmental / Economic / Social Implications)

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

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

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

Officer's Declaration of Interests

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

Risk Mitigation

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

11.2 City Futures Progress Report - Quarter 3 January - March 2023**Executive Summary****Conclusion**

This report provides an overview of the City Futures Team's significant accomplishments during the start of the calendar year. Due to shifting priorities, three items have been deferred to the 2023-2024, and one item is not proceeding.

Despite the demanding workload, the City Futures Work Program remains on schedule for completion with the team's commitment and progress made has been commendable.

ATTACHMENTS

Attachment A: [↓](#) City Futures Progress Report Quarter 3 2022-2023

Frankston City Council City Futures Progress Report Quarter 3 2022/2023



Lifestyle Capital of Victoria



Introduction

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

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

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

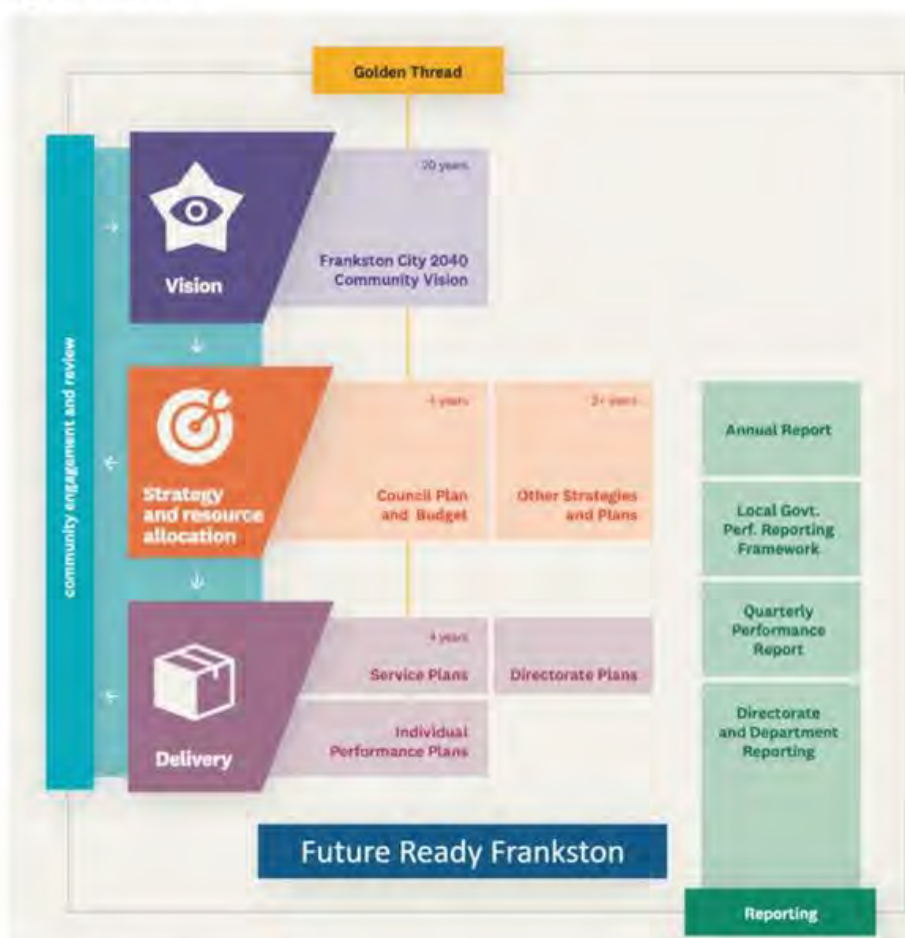


Figure 1) Integrated Planning Framework

An ambitious schedule of work has been planned for 2022/23. Throughout the year this program will require regular review and updating to respond to changes in the environment and community. Updates will be provided to Council quarterly in the form of this progress report.

Highlights achieved during quarter three include:

- A total pool of \$180,000 provided to 16 successful applicants through the Invest Frankston Business Grants program;
- A site visit by the Housing Advisory Committee to a new social and affordable housing development in Cheltenham, which is managed by National Affordable Housing Victoria;
- Completion of the community consultation and internal stakeholder review of the draft Climate Change Strategy and Action Plan;
- The commencement of a pilot program using new technology, Propella.ai to gain a better understanding of how different assets and spaces are used across Frankston; and
- The finalisation of the Housing Strategy Discussion Paper and background supporting documentation.

The following reports the progress on the schedule of work during 2022/23 Quarter 3.

Project status:

| | |
|--|---|
| ● On track | Initiative is underway and tracking well against target time frames |
| ● At risk | Initiative is behind by 10% or more, but will meet target time frames |
| ● Critical | Initiative is delayed by 25% or more, or needs attention to meet target time frames |
| ● Deferred | Completion now expected in 2023-2024 |
| ✓ Completed | Initiative completed |
| ○ Not proceeding | Initiative will not be completed |
| ⊖ Not started | Initiative not scheduled to start |

| Policy & Strategy Development | 2022/23 Q3 Progress Comment | Status |
|--------------------------------------|--|---------------------------------------|
| Municipal Health and Wellbeing Plan | Work to progress the Year Two Action Plan has commenced in 2023. The Family Violence Action Plan and Healthy Eating Action Plan are in development and expected to be adopted in 2023, and the CALD network was officially inaugurated on 27 March 2023. | ● |
| Coastal and Marine Management Plan | Community consultation on the Coastal Marine Management Plan Values, Issues and Opportunities report concluded on the 16th of January. The information collated was reviewed and used to further develop the spatial plans, vision statements and implementation plan for each precinct. Officers have commenced internal stakeholder review of the actions. Bunurong Land Council has been engaged to develop a Coastal Cultural Values report to inform the final development of the management plan. | ● |
| Native Vegetation Offset Program | Councillors were updated at the 20th of February Council meeting on the Witternberg Reserve as a Native Vegetation Offset and request the commencement of community consultation on the proposed fencing of the reserve. A report will be presented to Council in Quarter 4 at the conclusion of the community consultation. | ● |
| Natural Reserves Management Plans | No further progress has been made this quarter as other projects have taken priority. Work on the development of the Natural Reserve Management templates and a framework for Management plan preparation and review will continue Quarter 4. | ● |
| Native Vegetation Study | The recommended revised mapping of Frankston City's areas of environmental significance to inform the Planning Scheme overlay mapping has been provided by the consultants and is being reviewed by Council officers. | ● |
| Victorian Marine & Coastal Strategy | Community consultation on the Coastal Marine Management Plan Values, Issues and Opportunities report concluded on the 16th of January. The information collated was reviewed and used to further develop the spatial plans, vision statements and implementation plan for each precinct. Officers have commenced internal stakeholder review of the actions. Bunurong Land Council has been engaged to develop a Coastal Cultural Values report to inform the final development of the management plan. | ● |
| Seaford Wetlands Restoration project | Fauna surveys are underway. Report to be provided in Quarter four. | ● |
| Biodiversity Action Plan | The recommended revised mapping of Frankston City's areas of environmental significance to inform the Planning Scheme overlay mapping has been provided by the consultants and is being reviewed by Council officers. Council officers are reviewing the potential for Virtual Fencing (Capital Works project- fauna crossing) to be installed along McClelland Drive and Robinsons Road to protect local fauna such as the Black Wallaby and reduce the risk of collision. The koala breeding season has completed, and temporary Koala protection signs were removed. Council officers are in discussion with local wildlife careers and environmental groups to evaluate the effectiveness of the signage. | ● |
| Open Space Strategy | Progress continues on the Final Baxter Park Master Plan, Frankston Equestrian Master Plan and Ballam Park Open Space & Biodiversity Action Plan. The Monterey Reserve Landscape Master Plan was finalised for Council endorsement. The Play Strategy Implementation Program is underway for 2022-2023. Playspace construction has commenced at Yarralumla Reserve - Langwarrin, Rosemary Reserve - Frankston North. Playspace design has progressed for Willow Park - Karingal, Kareela Reserve Playspace - Karingal and East Seaford Reserve - Seaford and a multi-court upgrade at Pratt Reserve - Frankston South. Planning for community engagement progressed for the Sandfield Reserve, Carrum Downs 'Safety through Diversity' project funded through the Victorian Governments Creating Safer Place grant. | ● |





| Policy & Strategy Development | 2022/23 Q3 Progress Comment | Status |
|--|---|---------------------------------------|
| Open Space Master Plans | The Draft Baxter Park Master Plan is underway based on stakeholder and community feedback. Work continues on a further fauna assessment, hockey feasibility and events feasibility which will inform the final plan for Council endorsement in 2023/2024 quarter two. Monterey Reserve Final Master Plan was finalised based on stakeholder and community feedback and ready for final review and endorsement by Council in quarter four. Equestrian Master Plans have progressed with further detailed stakeholder input and site assessments following community consultation in June that will inform a final Plan for Council endorsement in 2023/2024 quarter two. Ballam Park Master Plan has progressed with preliminary traffic, stakeholders and landscape issues and opportunities complete. | ● |
| Climate Change Strategy and Action Plan | Community consultation and internal stakeholder review of the draft Climate Change Strategy and Action Plan concluded on the 8th of January. Submissions received from staff and the public informed changes to prioritisation and refinement of several actions. While the total number of actions remained unchanged. The final Strategy will be presented to Council on the 3rd of April 2023 for adoption. | ● |
| Frankston City Centre Revitalisation Action Plan | The Nepean Boulevard Vision is a priority strategic revitalisation action identified in the Frankston Metropolitan Activity Centre (FMAC) Structure Plan Action Plan. Council is taking the next step to deliver its bold city shaping vision to transform Nepean Highway as a boulevard through development of a Master Plan to guide prioritisation and advocacy. Advocacy activities are underway to generate support and develop partnerships with all tiers of government and state agencies to maximize potential delivery outcomes. | ● |
| Frankston Housing Strategy | Background information has been finalised and the draft Frankston Housing Strategy Discussion Paper is complete. Council will be briefed in Quarter 4 with community engagement to follow. | ● |
| Frankston Metropolitan Activity Centre (FMAC) Structure Plan | A Council Report on the community engagement program and the submissions received on the draft Frankston Metropolitan Activity Centre Structure Plan was presented at the 15 March 2023 (Quarter 3) Council Meeting. Council were briefed on height and setback controls at the 29 March Council Briefing (Quarter 3). A briefing on the final Frankston Metropolitan Activity Centre Structure Plan and Planning Scheme Amendment C160fran will occur in May (Quarter 4) with the formalisation of these recommendations at the June Council Meeting (Quarter 4). | ● |
| Implement year one actions for Council's Public Toilet Action Plan | Deferred to next year as Public Toilet Action Plan is under development. | ● |
| Explore support for permanency of outdoor dining initiatives | The new Footpath Trading and Parklet Guidelines were developed for Community consultation. The Guidelines will assist businesses to apply for extended, outdoor dining and trading areas. | ● |
| Sustainable Economy and Skilled Community strategies | Work has commenced to analyse the most recently available economic and social demographic data to inform the review and development of the Draft Sustainable Economy and Skilled Community Strategy. | ● |
| Frankston Industrial Strategy | The draft Frankston Industrial Strategy and the Draft Frankston Industrial Guidelines have been finalised and are being presented to Council in Quarter four with community engagement to be undertaken on both documents. | ● |
| Community & Open Space Needs Assessment and Infrastructure Plan | The Community Needs Assessment and Community Infrastructure Plan was completed. A summarised version of the plan was developed for adoption that is shorter and more accessible to a broader audience and can be shared with the community to demonstrate Council's strategic direction for community infrastructure planning. The summarised version was adopted by Council on 12 December 2022 at its Ordinary Meeting. | ✓ |

| Policy & Strategy Development | 2022/23 Q3 Progress Comment | Status |
|---|--|---------------------------------------|
| Develop a Community Safety Policy & Strategy | The results from the community engagement was consolidated into an Engagement Report and posted on the Engage Frankston page as a project update. Drafting commenced on the draft policy and strategy. | ● |
| Develop a Health & Wellbeing Policy | The development of the Health and Wellbeing Policy has been postponed due to other priorities and is expected to commence in the new financial year. | ● |
| Develop an Equestrian Master Plan | Equestrian Master Plans have progressed with further detailed stakeholder input and site assessments completed. This information will inform a final Plan listed for Council in 2023/2024 quarter 2. | ● |
| Develop the Municipal Wayfinding Signage | Project complete. | ✓ |
| Improve the urban design, pedestrian appeal and activation of the Nepean Highway | The Nepean Boulevard Vision was completed for advocacy purposes. Regular meetings are underway with Department of Transport to progress a Movement and Place assessment of Nepean Highway and the broader Frankston Metropolitan Activity Centre in order to inform the future functional design. Councillors were updated at the 29 April Councillor briefing. Procurement process underway for development of a Master Plan in association with broad community and stakeholder engagement. Advocacy activities are underway to generate support and develop partnerships with all tiers of government and state agencies to maximize potential delivery outcomes. | ● |
| George Pentland Botanic Gardens Master Plan | A Draft Master Plan and consultation has been completed. The Master Plan development has been deferred due to other priority master plans and now scheduled for completion by the end of 2023. | ● |
| Monterey Reserve Master Plan | Monterey Reserve Final Master Plan is now prepared based on stakeholder and community feedback and ready for final Council review and endorsement at the April 2023 Council meeting. | ● |
| Planning Scheme Amendments | Proposed Planning Scheme Amendment C152fran (Making a number of administrative corrections to the Frankston Planning Scheme) was presented to Council in Quarter 3 and will be taking to the May Council Meeting for a resolution to request Authorisation from the Minister for Planning in Quarter 4 with exhibition to follow. | ● |
| Urban Forest Precinct Plans | Planting locations for this financial years 20,000 tree planting initiative are being identified for the next planting season and will be delivered in quarter four this includes Skye Road and Seaford Road. Delivery of the Capital Works program for Major Road Boulevard planting program continues for Frankston Dandenong Road (Skye Road) and Cranbourne Road (including Karingal Drive) with planting to be undertaken in Quarter 4. Planning is underway for National Tree Day July 2023. | ● |
| Develop precinct planting plans to identify opportunities for planting in high priority areas | Consultants continue to work on the Urban Forest Precinct Plans for Frankston, Frankston Heights, Karingal and the Frankston Metropolitan Activity Centre (FMAC) to determine opportunities for increasing canopy cover and develop a 10 year planting plan. | ● |
| Review the Significant Tree Register | This project is on hold. | ⊘ |

| Policy & Strategy Development | 2022/23 Q3 Progress Comment | Status |
|---|--|--------------------------------------|
| Implement year three actions for Council's Urban Forest Action Plan | Planting locations for this financial years 20,000 tree planting initiative are being identified for the next planting season and will be delivered in quarter four this includes Skye Road and Seaford Road. Delivery of the Capital Works program for Major Road Boulevard planting program continues for Frankston Dandenong Road (Skye Road) and Cranbourne Road (including Karingal Drive) with planting to be undertaken in Quarter 4. Planning is underway for National Tree Day July 2023. | ● |

| Programs & Events | 2022/23 Q3 Progress Comment | Status |
|---|---|--------------------------------------|
| Deliver Economic Development Workshops and Events | The Team continued to work on future workshops and events. | ● |
| Community tree planting programs and education | Planning continued for the Indigenous Nursery Open Day (May) and National and School Tree Planting Day (July 2023). | ● |
| Increase opportunities to experience native flora and fauna | Council continues to deliver the Gardens for Wildlife program. Preparation commenced for the Indigenous Nursery Open Day to be held in quarter four with a nature strip planting theme. | ● |

| Partnerships | 2022/23 Q3 Progress Comment | Status |
|--|--|--------------------------------------|
| Blue Carbon Opportunities Mapping | A presentation of the final draft of the Blue Carbon Project is planned in April (Quarter 4). <i>*NB This project is being delivered by the Westernport Biosphere.</i> | ● |
| Elevating ESD Targets Planning Scheme Amendment Research Project | Council continues to work with Council Alliance for a Sustainable Built Environment (CASBE) to support the ESD targets project to improve our existing ESD policy guidelines. trialing elevated ESD Targets concluded from CASBE project stage 2 (7-star energy rating is being requested) Council has participated in five CASBE meetings during quarter three. Sustainable Subdivisions Framework moves to Phase 2 of trial: The Sustainable Subdivisions Framework (SSF) is a framework designed by CASBE & Victorian councils to ensure sustainability is embedded at the subdivision scale, recognising the role of sustainability in the making of new communities. Our Council continues to support the South East Councils Climate Change Alliance (SECCCA) to develop Carbon Sink Study. The overarching objective is to provide a region-wide study, investigating the carbon sequestration opportunities for the south east Melbourne region. This in turn will assist councils to meet their varying emission reduction and net zero targets. This project is scheduled for completion by 30th July 2023. Environmental Accounting Services have been engaged as project consultant to undertake the study. <i>*NB: This project is being delivered by Council Alliance for a Sustainable Built Environment (CASBE)</i> | ● |

| Partnerships | 2022/23 Q3 Progress Comment | Status |
|---|--|---|
| Partner with the housing and homelessness sector to support the Frankston City Strategic Housing and Homelessness Alliance Five-Year Strategic Plan | <p>During the third quarter, there has been an effort to refresh the membership and reengage with member agencies that may have dropped off due to changes in staff and also, COVID-19.</p> <p>The Frankston City Strategic Housing and Homelessness Alliance met on 7 March 2023 with 15 agencies represented. Discussions included Frankston Zero update, the social and affordable housing factsheet, the report from the Frankston City Housing and Homelessness forum, and the next steps for the Strategic Alliance.</p> <p>A workshop for the Strategic Alliance is scheduled for 2 May 2023 with an external facilitator. The purpose of the workshop is to review the strategic plan and the MoU.</p> |  |
| ABM Strategic Plan | <p>Council Officers attended the AGM in February and a tour looking at nature based coastal protection at The Dell, Clifton Springs. Representatives of the ABM attended two meetings to discuss the need for a 'collective umbrella group to lead cohesive whole of Bay management / governance'. Council Officers assisted the ABM in preparing two grants Port Phillip Bay Fund 2023: Assessing and Reducing Night-Time Lighting Impacts on Marine and Coastal Animals in Port Phillip Bay and Coastcare Grant Program 2023: The Nature of Change in Port Phillip Bay - a community event series.</p> <p><i>*NB This project is being delivered by the Association of Bayside Municipalities</i></p> |  |
| Frankston Mornington Peninsula Parklands Project | <p>Department of Energy, Environment and Climate Change have issued the final Mornington to Parklands Project Plan.</p> <p><i>*NB: This project is being delivered by DELWP</i></p> |  |
| Port Phillip Bay Coastal Hazard Assessment | <p>The project continued and is being led by the Department of Energy, Environment and Climate Action.</p> <p><i>*NB: This project is being delivered by DELWP</i></p> |  |

Executive Summary**11.3 Adoption of the Frankston Metropolitan Activity Centre Structure Plan (June 2023) and Authorisation request for Planning Scheme Amendment C160fran**

Enquiries: Tammy Beauchamp: Communities

Council Plan

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

Purpose

To recommend that Council adopt the *Frankston Metropolitan Activity Centre Structure Plan (June 2023)* and request Authorisation from the Minister for Planning to prepare and exhibit Planning Scheme Amendment C160fran which will implement the *Frankston Metropolitan Activity Centre Structure Plan (June 2023)* and associated changes into the Frankston Planning Scheme.

Recommendation (Director Communities)

That Council:

1. Notes that the *Draft Frankston Metropolitan Activity Centre (FMAC) Structure Plan* and eventual changes to the Frankston Planning Scheme to implement it, will guide future development and better shape the FMAC as a place to live, work and recreate. It will improve movement and place, increase housing choice, and reinvigorate the commercial and recreational attributes of it;
2. Notes the two rounds of robust community engagement that has been undertaken in preparation of the *Draft Frankston Metropolitan Activity Centre (FMAC) Structure Plan*;
3. Notes the Hearing of Submitters Meeting held on 15 March 2023 considered seventeen (17) written submissions and fifteen (15) persons spoke on the *Draft Frankston Metropolitan Activity Centre (FMAC) Structure Plan (October 2022)*;
4. Considers the five (5) additional written submissions relating to the *Draft Frankston Metropolitan Activity Centre (FMAC) Structure Plan (October 2022)*;
5. Notes that the feedback from the twenty-two (22) written submissions in total have been considered in the drafting of the *Frankston Metropolitan Activity Centre (FMAC) Structure Plan (June 2023)*;
6. Adopts the *Frankston Metropolitan Activity Centre (FMAC) Structure Plan (June 2023)*;
7. Under Section 8A of the *Planning and Environment Act 1987*, requests Authorisation from the Minister for Planning to prepare and exhibit Planning Scheme Amendment C160fran to implement the *Frankston Metropolitan Activity Centre (FMAC) Structure Plan (June 2023)* and associated changes into the Frankston Planning Scheme;
8. Authorises the Director Communities to make changes to Planning Scheme Amendment C160fran to meet any conditions of authorisation from the Department of Transport and Planning (DTP), as well as make minor editorial changes, prior to submitting the amendment to the Minister for Planning for exhibition. The Director Communities is to inform Councillors of such changes;
9. Completes the preparation of a Development Contributions Plan (DCP) and requests Authorisation from the Minister for Planning to prepare and exhibit a Planning Scheme Amendment to implement a Development Contributions Plan

11.3 Adoption of the Frankston Metropolitan Activity Centre Structure Plan (June 2023) and Authorisation request for Planning Scheme Amendment C160fran**Executive Summary**

Overlay (DCPO) into the Frankston Planning Scheme by December 2023; and

Thanks those who have made a formal submission to the *Draft Frankston Metropolitan Activity Centre (FMAC) Structure Plan (October 2022)* and informs them of the outcome of this decision.

Key Points / Issues

- From 1 April to 30 May 2022, community consultation was undertaken on the *Frankston Metropolitan Activity Centre Structure Plan – Emerging Ideas Paper* (April 2022) (the Emerging Ideas Paper) as Stage 1 in developing a Structure Plan for our City Centre.
- A total of seventeen (17) written submissions were received and a report was presented to Council at the 27 July 2022 Council Meeting outlining the community consultation process and the written submissions.
- At the 27 July 2022 Council Meeting, ten (10) of those submitters provided Council with verbal submissions.
- Both the written and verbal feedback received as part of the Emerging Ideas consultation process, informed, and were considered in the preparation of the *draft Frankston Metropolitan Activity Centre Structure Plan – October 2022* (the draft Structure Plan) which was presented to Council at the 22 August 2022 Council Briefing.
- Community consultation on the draft Structure Plan was undertaken from 31 October – 12 December 2022.
- A total of seventeen (17) written submissions were received and a report was presented to Council at the 15 March 2023 Council Meeting outlining the community consultation process and the written submissions.
- At the 15 March 2023 Council Meeting, seven (7) of those submitters provided Council with verbal submissions. An additional eight (8) people spoke who had not made a submission to the draft Structure Plan, bringing the total of number of speakers on the night to fifteen (15).
- During March and April four (4) additional written submissions were received to the draft Structure Plan and in May 2023, one (1) petition was received by Council, which counts as a single submission and has been included within this report. This will bring to total five (5) additional written submissions.
- The *Frankston Metropolitan Activity Centre Structure Plan (June 2023)* (found at Attachment D), builds on the *Frankston Metropolitan Activity Centre Structure Plan (May 2015)*, four (4) technical background reports, the *Frankston Metropolitan Activity Centre Structure Plan – Emerging Ideas Paper (April 2022)* the *draft Frankston Metropolitan Activity Centre Structure Plan (October 2022)* and associated consultation.
- All feedback received on the draft Structure Plan has been considered as part of the drafting of the final Structure Plan. A brief summary of the changes made in response to the submissions received is provided within the body of this report and a detailed summary can be found at Attachment A.
- The Structure Plan outlines a vision for the City Centre with a decreased and more refined overall boundary from the 2015 Structure Plan, taking into consideration State Government Planning Practice Notes, road and rail

11.3 Adoption of the Frankston Metropolitan Activity Centre Structure Plan (June 2023) and Authorisation request for Planning Scheme Amendment C160fran**Executive Summary**

infrastructure, the implementation of the Activity Centre Zone (ACZ) and other strategic planning policy work currently being undertaken.

- This vision is underpinned by the four (4) overarching themes of Land Use, Built Form and Development, Public Realm and Movement and Transport.
- The themes inform six (6) Precincts which provide objectives, requirements and guidelines for specific areas within the City Centre, providing more guidance and clarity in terms of land use, built form and preferred heights.
- A Planning Scheme Amendment is required to implement the Structure Plan into the Frankston Planning Scheme to give the document statutory weight to inform decision making.
- Proposed Planning Scheme Amendment C160fran has been prepared which will:
 - Rezone the land within the Structure Plan boundary from Mixed Use Zone (MUZ), Commercial 1 Zone (C1Z) and Comprehensive Development Zone Schedule 2 (CDZ2) to the Activity Centre Zone with a new Schedule 1 to Clause 37.08 (ACZ1);
 - Rezone land on the Frankston foreshore in and around the mouth of the Kananook Creek from Comprehensive Development Zone Schedule 2 (CDZ2) to the Public Park and Recreation Zone (PPRZ);
 - Apply two Public Acquisition Overlays (PAO's), to facilitate the extension of the Kananook Creek Promenade and the widening of Bay Lane;
 - Make a number of changes to the Municipal Planning Strategy (MPS) and Planning Policy Framework (PPF) to ensure consistency with the Structure Plan;
 - Make consequential changes to a number of clauses to provide clarity for users to distinguish between the new refined Structure Plan boundary and the adjacent areas that were included in the larger 2015 Structure Plan boundary. No change is proposed to the policy direction or provisions affecting the areas outside the new Structure Plan boundary. Amendments are proposed to:
 - Schedule 1 to Clause 32.07 Residential Growth Zone (RGZ1);
 - Schedule 1 to Clause 45.09 Parking Overlay (PO1);
 - The Schedule to Clause 53.01 Public Open Space Contribution and Subdivision; and
 - Schedules 12 and Schedule 13 to Clause 43.02 Design and Development Overlay (DDO12 and DDO13);
 - Delete redundant controls that the ACZ1 and PPRZ will supersede, including Schedule 2 to the Comprehensive Development Zone (CDZ2) and Schedule 5 to the Design and Development Overlay (DDO5).
 - Delete transitional provisions that are no longer needed now that Frankston has implemented the Planning Policy Framework and Municipal Planning Strategy.
 - Make consequential changes to Operational Provisions.

11.3 Adoption of the Frankston Metropolitan Activity Centre Structure Plan (June 2023) and Authorisation request for Planning Scheme Amendment C160fran

Executive Summary

The proposed full list of changes proposed to be made to the Frankston Planning Scheme by Planning Scheme Amendment C160fran are outlined below and can be found at Attachment C.

- In August 2022, Council Strategic Planning officers received written advice from DTP (the then, Department of Environment, Land, Water and Planning – DELWP) advising that Council are required (inter alia) to resolve infrastructure funding as part of the Structure Plan work.
- This has resulted in the commencement of the preparation of a DCP and a review of Schedule 1 to the Parking Overlay (PO1) which will culminate in a future Planning Scheme Amendment.

Financial Impact

There are financial costs associated with the Planning Scheme Amendment, however, these costs can be accommodated within existing budgets.

The Structure Plan identifies a number of actions/projects which is Council's responsibility to deliver. Such projects place additional strain on the existing Council budget and Council needs to explore a range of other mechanisms to assist in funding these projects, which include (but are not limited to):

- A Development Contributions Plan (DCP);
- Council's Long Term Infrastructure Plan (LTIP);
- An open space contribution of 8%;
- Victorian Government funding sources; and
- Australian Government funding sources.

Consultation

1. External Stakeholders

- **Frankston Metropolitan Activity Centre Structure Plan – Emerging Ideas Paper (April 2022)**

1. Engagement activities were promoted and hosted via Frankston City Council's Engage Frankston, online engagement portal and corporate social media channels. They consisted of:

| Activity | Date | Number |
|---|---|--|
| Online survey | N/A | 125 Surveys completed |
| Key directions activity | N/A | 163 contributions from 11 contributors |
| Three (3) community place-based pop-ups | 20 April (Library forecourt) 30 April (HOYTS forecourt) 6 May (HOYTS forecourt) | 100 attendees |

11.3 Adoption of the Frankston Metropolitan Activity Centre Structure Plan (June 2023) and Authorisation request for Planning Scheme Amendment C160fran

Executive Summary

| | | |
|--|---|-----------------|
| Two (2) walking tours | 30 April (departing from Hoyts Forecourt) 6 May (Departing from Hoyts Forecourt) | 7 participants |
| Four (4) online and face-to-face workshops with key stakeholders and community groups | One 90 minute face-to-face stakeholder workshop with significant land owners. One 90 minute online workshop with developers, stakeholders and government agencies. One 90-minute online community workshop. One 90-minute Youth Council workshop | 52 participants |
| <i>Informally, through Frankston City Council Facebook account</i> | | |

Engage Frankston website hits (see below):

| | | | | |
|-------------|--------------|-------------------|------------------|--------------|
| 4,070 views | 2,358 visits | 147 Contributions | 131 Contributors | 65 Followers |
|-------------|--------------|-------------------|------------------|--------------|

There were 856 comments received from approximately 142,147 people who live in, work or study in, or visit the City of Frankston, and who participated in various engagement activities.

At the conclusion of this stage, seventeen (17) written submissions were received. A report was presented to Council at the 27 July 2022 Council Meeting outlining the community consultation process and the written submission and at this meeting, ten (10) of those submitters provided Council with verbal submissions.

Draft Frankston Metropolitan Activity Centre Structure Plan (October 2022)

Capire Consulting Group were engaged to facilitate stakeholder workshops and interviews in conjunction with Council's Communication and Strategic Planning teams.

Three thousand and forty-three (3,043) flyers promoting the community consultation program were delivered to property owners within and adjacent to the boundary of the Structure Plan. Engagement activities were also promoted and hosted via Frankston City Council's Engage Frankston, online engagement portal and corporate social media channels. The activities were as follows:

| Activity | Date | Number |
|--|---|----------------------|
| Online survey | N/A | 98 Surveys completed |
| Three (3) community place-based pop-ups | 5 November (PARC) 26 November (Festival of Lights) | 340 attendees |

11.3 Adoption of the Frankston Metropolitan Activity Centre Structure Plan (June 2023) and Authorisation request for Planning Scheme Amendment C160fran

Executive Summary

| | | |
|---|--|-----------------|
| | 30 November (HOYTS forecourt) | |
| One (1) walking tour | 30 November (Departing from HOYTS forecourt) | 9 participants |
| Five (5) online interviews with major landowners | 30 to 45 minute interviews with the following: Chisholm TAFE Peninsula Health Monash University PARC Vicinity | 11 attendees |
| Four (4) workshops with key stakeholder groups | One 90 minute online stakeholder workshop with Business and Traders. One 90 minute online stakeholder workshop with Developers and State Agencies. One 90 minute online stakeholder workshop with the Community. One 90 minute online stakeholder workshop with DAIC. | 31 participants |

One (1) presentation to the Frankston Business Collective Board;

Eighty five (85) flyers placed in show bags at a Frankston Business Collective networking event;

Two (2) informative videos;

Twenty five (25) footpath decals promoting the project placed throughout the City Centre; and

Two (2) articles in Frankston City News.

Engage Frankston website hits (see below):

| | | | | |
|-------------|--------------|------------------|-----------------|--------------|
| 6,950 views | 2,771 visits | 98 Contributions | 94 Contributors | 51 Followers |
|-------------|--------------|------------------|-----------------|--------------|

A pop up and walking tour was scheduled for the Sunset Twilight Market on Sunday 16 November, however the Market was cancelled due to inclement weather. The pop up and walking tour was rescheduled to Wednesday 30 November, outside the Hoyts Cinema on Wells Street, Frankston.

Approximately 500 stakeholders actively participated in the various community engagement events.

At the conclusion of this stage, Council received seventeen (17) written submissions. A report was presented to Council at the 15 March 2023 Council Meeting and at this meeting, seven (7) of those submitters provided Council with verbal submissions. An additional eight (8) people spoke who had not made a

11.3 Adoption of the Frankston Metropolitan Activity Centre Structure Plan (June 2023) and Authorisation request for Planning Scheme Amendment C160fran

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submission to the draft Structure Plan, bringing the total of number of speakers on the night to fifteen (15).

Five (5) additional submissions have been received just prior to or after the 15 March 2023 Council Report and could not be considered within that report. Given this, these submissions have been included within this report.

Of the twenty two (22) submissions received:

- One (1) is in support;
- One (1) is neutral;
- Six (6) are in support with changes; and
- Fourteen (14) do not support (predominately based on proposed building heights and overshadowing).

At the time of writing this report the total website hits on the Engage Frankston website were as follows:

| | | | | |
|--------------|--------------|-------------------|------------------|---------------|
| 19,853 views | 9,177 visits | 245 Contributions | 219 Contributors | 166 Followers |
|--------------|--------------|-------------------|------------------|---------------|

• Changes made as a result of submissions received

| Submission No's. | Theme | Change |
|-------------------------------------|---|---|
| 1, 3, 7,8, 9,10,11,1 2,13,16,2 1,22 | Lower and mandatory height controls within Precinct 4. | No change. Analysis and testing of the preferred building heights has been undertaken in the <i>Kananook Creek Built Form Review – September 2022</i> (Tract Consultants). Height controls have been developed in accordance with the Victorian Government's <i>Planning Practice Note 60: Height and Setback Controls for Activity Centres</i> . |
| 4. | Seeking an increase in the preferred maximum height for the buildings on the southern side of Station Street from 10 storeys (35.0m) to 14-16 storeys which will not offend any of the proposed planning principles. | Change partly supported. Additional testing has been undertaken and the preferred maximum height has been increased from 10 storeys (35.0m) to 12 storeys (41.0m) for the northern area within Sub Precinct 1B between Gallery Lane and Keys Street. While additional height to 14 and 16 storeys would not shadow Station Street Mall, the additional height would be visually overwhelming in this narrow space. The preferred 12 storeys (41.0m) provides an appropriate transition to the surrounding 10 storeys (35.0m). |
| 17. | <ol style="list-style-type: none"> 1. Seeking the Evelyn Street site and surrounding lots bounded by Evelyn Street, Beach Street, Fletcher Road and Nepean Highway be included within Precinct 1 and not Precinct 5. 2. Inclusion of desired open air pedestrian links within the draft Structure Plan, | <ol style="list-style-type: none"> 1. Change supported. Evelyn Street site and the surrounding lots have been included within Precinct 1. 2. Change partly supported. Proposed links to remain, with reference removed to 'open air', the east-west link is an important link that connects Ross Smith Avenue. |

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| | to be presented in a more generalised way as to not change the experience of the centre and limit future redevelopment works. | |
| 18. | <ol style="list-style-type: none"> 1. Preferred building height to be increased from 12 storeys (41.0m) to 16 storeys (54.0m). 2. Street wall requirement to be amended to match the wall height of the Cinema building or be deleted 3. Side and rear setback requirements be amended to 4.5m between podium height and 40.0m and 6.0m above 40.0m. 4. Delete references to the pedestrian link. | <ol style="list-style-type: none"> 1. Change partly supported. Additional testing undertaken demonstrates that the height can be increased to 14 storeys (48.0m) on the north side of Playne Street and Young Street. Increasing building heights to 16 storeys results in building depths of only 9.4m. 2. Change not supported. The proposed 3 storey height at the laneway edge is intended to provide a human scale experience and avoid a canyon effect which is consistent with the <i>Frankston City Laneway Action Plan 2021</i>. 3. Change not supported. Increasing building separation as height increases is important to be able to provide equitable access to daylight to windows and habitable rooms, increase privacy in buildings, allow for view sharing and minimise the need for screening. The proposed separation requirements are consistent with recently gazetted Central Geelong ACZ. 4. Change supported. The pedestrian link has been deleted as it significantly reduced the developability of the block, does not benefit the development and there are other existing laneway and street connections within close proximity that provide a pedestrian connection to the City Centre within a similar distance. |
| 19. | Include all landholdings within Precinct 1B with an increase to the preferred building height to from 10 storeys (35.0m) to 12 storeys (41.0m) to reflect that all of the land is within single ownership. | Change supported. Additional testing for these sites demonstrated that an increase of height from 10 storeys (35.0m) to 12 storeys (41.0m) can be achieved. The building depth on level 12 would be 20.5m. All landholdings have been included within Precinct 1B. |

• Other changes made to the Structure Plan

| | |
|----|---|
| 1. | Three (3) precincts renamed to: <ul style="list-style-type: none"> • Precinct 4: Promenade; • Precinct 5: Nepean Boulevard; and • Precinct 6: Cranbourne Road. |
| 2. | Delineation of 'sensitive interface' along Kananook Creek. |
| 3. | Updates to the Action Plan. |

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| 4. | Expanded document content in relation to greening, climate change, wind mitigation, transport and movement. |
| 5. | Updates to data figures. |
| 7. | Updates to a number of images (cover pages, renders, precedents, artist impressions etc.) |
| 8. | A range of administrative changes to improve the usability and legibility of the document. |

- **Proposed building heights**

It is acknowledged that the proposed building heights in the Structure Plan (particularly those within Precinct 4) have been controversial. As outlined earlier within this report, this is not unusual, as it signals a significant departure from the built form that currently exists.

Potential building height ranges were outlined in the Emerging Ideas Paper as a first step to testing these with the community and key stakeholders

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

With a particular focus on Precinct 4, proposed building heights along the sensitive Kananook Creek interface were further tested through modelling undertaken in the background report *Kananook Creek Built Form Review September 2022*. This work considers a range of objectives from overshadowing, mitigation of impacts on views and amenity, high quality design etc. has informed the preferred 12 storey (41.0m) building height within Precinct



- **Additional information sharing**

The Community Relations department has prepared extensive communication material for the FMAC Structure Plan Communication Strategy which sought to optimise opportunities to promote the Structure Plan from March through to mid-June.

The objectives of the campaign were to:

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- Increase community satisfaction of the Structure Plan;
- Educate the community and stakeholders about the Structure Plan objectives;
- Communicate timelines and processes of the Structure Plan; and
- Build acceptance, trust, reputation and identity of the Structure Plan as an essential tool to managing growth and development in the future.

From March until June, the following information was shared:

- A Structure Plan booklet shared at key meetings;
 - Articles in Frankston City News and E News;
 - ABC and local radio interviews;
 - Weekly campaign highlighting each of the six (6) precincts (LinkedIn and Facebook);
 - We mean (small and big) business videos (LinkedIn, Facebook and Instagram);
 - Stakeholder meeting;
 - A number of social media posts on key elements of the Structure Plan; and
 - Meetings with the Minister for Planning (Sonya Kilkeny), the Member for South Eastern Metropolitan Region (Ann-Marie Hermans) and the Shadow Cabinet.
- **Department of Transport and Planning (DTP)**

Throughout the development of the Structure Plan, strategic planning officers have met regularly with the planning officers of DTP (Planning) to discuss the direction, what need to be considered from a State Government perspective and the technical aspects of the work and the Planning Scheme Amendment.

There have also been a number of workshops with a range of Council officers and DTP (Transport) officers on Movement and Place to support the Structure Plan work and to help inform the delivery of a number of actions within the document.

In August 2022, Council Strategic Planning officers received written advice from DTP (the then DELWP) in relation to Council needing to resolve infrastructure funding as part of the Structure Plan work.

This has informed a separate piece of work in developing a DCP which will progress as a future Planning Scheme Amendment. Advocacy has also been undertaken by the Mayor, CEO and Director Communities with a number of executives within DTP and the Minister for Planning to encourage the safe passage of the Structure Plan and the Planning Scheme Amendment through the State Government.

2. Other Stakeholders

An internal Project Advisory Group (PAG) and a Project Working Group (PWG) have been established that comprise of Directors, Managers and senior officers across Council.

11.3 Adoption of the Frankston Metropolitan Activity Centre Structure Plan (June 2023) and Authorisation request for Planning Scheme Amendment C160fran**Executive Summary****Legal / Policy / Council Plan Impact**Charter of Human Rights and Responsibilities

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

Legal

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

Preparation of Planning Scheme Amendment C160fran must follow the correct procedure pursuant to the *Planning and Environment Act 1987*.

Policy Impacts

Since the adoption of the 2015 Structure Plan, the State Government has updated its Metropolitan Planning Policy, *Plan Melbourne 2017-2050* (Plan Melbourne) which identifies the City Centre as one of the nine (9) Metropolitan Activity Centres (MAC).

The State Government has also prepared a number of Planning Practice Notes to guide the development of structure plans and their implementation through Planning Scheme Amendments. These practice notes underpin the preparation of the Structure Plan and Planning Scheme Amendment C160fran and are:

- *Planning Practice Note 56: Activity Centre Zone;*
- *Planning Practice Note 58: Structure Planning for Activity Centres;*
- *Planning Practice Note 59: The Role of Mandatory Provisions in Planning; Schemes; and*
- *Planning Practice Note 60: Height and Setback Controls for Activity Centres.*

All community consultation has been undertaken in accordance with the Act to ensure that the work completed does not prejudice Planning Scheme Amendment C160fran.

Officer's Declaration of Interests

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

Risk Mitigation

The Structure Plan and proposed Planning Scheme Amendment C160fran seek to implement planning controls in the City Centre. This provides certainty to the community, investors, developers and Council and reduces the risk of planning permit applications being challenged at the Victorian Civil and Administrative Tribunal (VCAT) and VCAT decisions being made with little or no consideration of Frankston's unique characteristics.

During the development of this Structure Plan, in August 2022, DTP (the then DELWP) provided written correspondence in relation to Council needing to resolve infrastructure funding as part of the Structure Plan work. It was indicated in this correspondence that deferring funding or proceeding with the Structure Plan without a resolved approach may (inter alia) delay the progression of the Planning Scheme Amendment.

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This has resulted in the commencement of the preparation of a DCP and a review of the PO which will form part of a future Planning Scheme Amendment to allow for the physical implementation of the vision in the Structure Plan.

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

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

The Structure Plan and Planning Scheme Amendment C160fran documentation have been prepared in accordance with The Act, the relevant Planning Practice Notes and Council officers have been meeting regularly and working closely with planning officers from DTP to minimise and mitigate any potential risks to achieving Authorisation for the Planning Scheme Amendment.

Conclusion

The *Frankston Metropolitan Activity Centre Structure Plan (June 2023)* builds on the *Frankston Metropolitan Activity Centre Structure Plan (May 2015)*, four (4) technical background reports, the *Frankston Metropolitan Activity Centre Structure Plan – Emerging Ideas Paper (April 2022)*, the *draft Frankston Metropolitan Activity Centre Structure Plan (October 2022)* and the associated community consultation.

It provides a detailed precinct-level approach to guide decision making on use and development within the City Centre and provides a clear framework for the future of the City Centre and forms the strategic justification for proposed Planning Scheme Amendment C160fran.

Proposed Planning Scheme Amendment C160fran has been prepared to ensure clear and effective implementation of the land use and development elements of the Structure Plan into the Frankston Planning Scheme, giving these statutory weight in future decision making.

Work has commenced on the preparation of a Development Contributions Plan and review of the Parking Overlay, to consider and contribute to the funding of infrastructure within the City Centre.

11.3 Adoption of the Frankston Metropolitan Activity Centre Structure Plan (June 2023) and Authorisation request for Planning Scheme Amendment C160fran**Executive Summary****ATTACHMENTS**

- Attachment A: [⇒](#) Council response and summary of Submissions made to the draft Frankston Metropolitan Activity Centre Structure Plan (October 2022) *(Under Separate Cover)*
- Attachment B: [⇒](#) Redacted Submissions to the draft Frankston Metropolitan Activity Centre Structure Plan (October 2022) *(Under Separate Cover)*
- Attachment C: [⇒](#) Planning Scheme Amendment 160fran Documents *(Under Separate Cover)*
- Attachment D: [⇒](#) Frankston Metropolitan Activity Centre Structure Plan (June 2023) *(Under Separate Cover)*

**11.3 Adoption of the Frankston Metropolitan Activity Centre Structure Plan (June 2023) and Authorisation request for Planning Scheme Amendment C160fran
Officers' Assessment****Background****History of the FMAC Structure Plan****Tafe to Bay (September 2005)**

Eighteen (18) years ago, *Tafe to Bay (September 2005)* was the first Structure Plan prepared for Frankston's City Centre under the then Metropolitan Planning Strategy, *Melbourne 2030 (2002)* which identified the City Centre as a Principal Activity Centre (PAC). *Tafe to Bay* was implemented into the Frankston Planning Scheme on an interim basis through the application of DDO5 and DDO13 until further strategic work was undertaken. The history of the Planning Scheme Amendments is outlined below:

1. Amendment C49 (2007)

Interim controls (2 years - 31 October 2009)

22.05 Frankston CAD Policy & DDO5;

2. Amendment C61 20(4) (2009)

Extension of interim planning controls granted until 31 October 2012; and

3. Amendment C85 (2012)

Extension of interim planning controls refused in 2013.

The refusal of Amendment C85 by the Minister for Planning resulted in the commencement of the 2015 Structure Plan and removed the interim planning controls leaving the City Centre without contemporary and effective policy guidance.

Frankston Metropolitan Activity Centre Structure Plan (May 2015)

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

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

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

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

Subsequently, the Amendment was lodged with the Minister for Planning for approval, however, the validity of the Amendment was challenged at the VCAT.

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

11.3 Adoption of the Frankston Metropolitan Activity Centre Structure Plan (June 2023) and Authorisation request for Planning Scheme Amendment C160fran Officers' Assessment

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

Refreshed Structure Plan

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

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

Frankston Metropolitan Activity Centre Structure Plan - Emerging Ideas Paper (April 2022)

The Emerging Ideas Paper outlined fifty (50) ideas on how the City Centre could be planned into the future.

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

Of the seventeen (17) submissions received:

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

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

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

Draft Frankston Metropolitan Activity Centre Structure Plan (October 2022)

The draft Structure Plan was prepared by Tract Consultants, building on the 2015 Structure Plan and informed by consultation on the Emerging Ideas Paper and four (4) background technical reports:

1. *Planning and Urban Design Assessment*, Tract Consultants, September 2022;
2. *FMAC Structure Plan - Transport and Movement Assessment and Analysis*, Institute for Sensible Transport, June 2022;
3. *Kananook Creek Built Form Review*, Tract Consultants, September 2022; and
4. *Frankston MAC Structure Plan: Economic Assessment and Land Use Capacity*, SGS Economics and Planning, August 2022.

Community Consultation on the draft Structure Plan was undertaken from 31 October 2022 to 12 December 2022. During this time (through a range of engagement activities) approximately 500 stakeholders were actively participated in the various community

**11.3 Adoption of the Frankston Metropolitan Activity Centre Structure Plan (June 2023) and Authorisation request for Planning Scheme Amendment C160fran
Officers' Assessment**

engagement events. The process concluded with a total of twenty two (22) written submissions.

Of the twenty two (22) submissions received:

- One (1) was in support;
- One (1) was neutral;
- Six (6) were in support with changes; and
- Fourteen (14) did not support (predominately based on currently proposed building heights and overshadowing).

Frankston Metropolitan Activity Centre Structure Plan (June 2023)

The final Structure Plan builds on the 2015 Structure Plan, the Emerging Ideas Paper, the four (4) technical background reports, the draft Structure Plan and the associated community consultation.

The Structure Plan outlines a vision for the City Centre with a decreased and more refined overall boundary from the 2015 Structure Plan, taking into consideration the relevant State Government Planning Practice Notes, road and rail infrastructure, the implementation of the ACZ and other strategic planning policy work currently being undertaken.

This vision is underpinned by the four (4) overarching themes of Land Use, Built Form and Development, Public Realm and Movement and Transport.

The themes inform six (6) Precincts which provide objectives, requirements and guidelines for specific areas within the City Centre, providing more guidance and clarity in terms of land use, built form and preferred heights.

It provides a detailed precinct-level approach to guide decision making on use and development within the City Centre. It also provides a clear framework and gives certainty to the community, investors, developers, Council about the future of the City Centre.

Proposed Planning Scheme Amendment C160fran

A Planning Scheme Amendment is needed to provide statutory weight to the Structure Plan within the Frankston Planning Scheme, which will guide future use and development permit applications in the City Centre.

Proposed Planning Scheme Amendment C160fran proposes to implement the land use and development directions of the Structure Plan into the Frankston Planning Scheme by applying a more suitable suite of zone and overlay controls to the Structure Plan area. This includes the rezoning of the land within the boundary of the Structure Plan to the Activity Centre Zone with a new Schedule 1 and the application of two new Public Acquisition Overlays to facilitate the acquisition of land to extend the Kananook Creek Promenade and to widen Bay Lane. This will ensure that there is a clear planning framework in place that reflects the vision and strategic intent set by the Structure Plan.

In addition, the amendment proposes to rezone land on the Frankston foreshore in and around the mouth of the Kananook Creek from CDZ2 to PPRZ, now that development of that area in accordance with the *Kananook Creek Comprehensive Development Plan, May 1999*, and *Kananook Foreshore Development Structure Plan, June 1998*, is complete. Development includes the Frankston Yacht Club, Frankston Lifesaving Club, Sofia's Restaurant, Visitors Centre, car parking areas, boardwalks, footpaths and landscaping redevelopments. The PPRZ is considered the most appropriate zone for

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the foreshore, being consistent with the zoning of similar foreshore areas around Port Phillip Bay that provide boating, yachting, cafes, restaurants and car parking facilities such as Mornington, Mordialloc, Half Moon Bay, Sandringham and St Kilda.

Specifically the Amendment proposes to:

- Rezone the land within the Structure Plan boundary from MUZ, C1Z and CDZ to the ACZ with a new Schedule 1 to Clause 37.08 (ACZ1);
- Rezone land on the Frankston in and around the mouth of the Kananook Creek from CDZ2 to PPRZ;
- Apply two PAOs, to facilitate the extension of the Kananook Creek Promenade and widening of Bay Lane;
- Make a number of changes to the MPS and PPF to ensure consistency with the Structure Plan, including amendments to:
 - Clause 02.03 Strategic Directions
 - Clause 02.04 Strategic Framework Plans
 - Clause 11.03-1L-02 Frankston Metropolitan Activity Centre
 - Clause 16.01-1L Housing Supply;
- Delete redundant controls that fall within the Structure Plan boundary that the ACZ1 and PPRZ will supersede, including CDZ2 and DDO5;
- Make consequential changes to a number of clauses to provide clarity for users to distinguish between the new refined Structure Plan boundary and the adjacent areas that were included in the larger 2015 Structure Plan boundary. No change is proposed to the policy direction or provisions affecting the areas outside the new Structure Plan boundary. Amendments are proposed to:
 - RGZ1, to change the name of the schedule;
 - PO1, to distinguish between the new extent of the FMAC and the adjacent residential areas (the extent that the PO applies to remains the same);
 - The Schedule to Clause 53.01 Public Open Space Contribution and Subdivision, to clarify wording (the extent that the 8% public open space contribution applies remains the same);
 - DDO12 and DDO13, to ensure they are reflective of the relevant background documents and consistent with the new content being introduced in this amendment; and
- Delete Clause 23 Operation of the Local Planning Policy Framework (Transitional), transitional provisions that are no longer needed now that Frankston has implemented the Planning Policy Framework and Municipal Planning Strategy; and
- Make consequential changes to Operational Provisions, including amendments to:
 - The Schedule to Clause 72.04 Incorporated Documents, to delete the Kananook Creek Comprehensive Development Plan (May 1999).
 - The Schedule to Clause 72.08 Background Documents, to update the reference to the Structure Plan and include other existing background documents that underpin other parts of the scheme.
 - The Schedule to Clause 74.01 Application of Zones, Overlays and Provisions, to include reference to the ACZ.

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- The Schedule to Clause 74.02 Further Strategic Work, to remove reference to completing a new FMAC Structure Plan.

The full list of changes proposed by Planning Scheme Amendment C160fran are outlined in Attachment C.

Approach to mandatory and discretionary building height and setback controls

Building height and setback controls in Activity Centres are guided by three (3) technical State Planning documents referred to as Planning Practice Notes, prepared by the DTP:

- Planning Practice Note 58: Structure Planning for Activity Centres provides guidance to Councils on the structure planning process
- Planning Practice Note 59: The role of mandatory provisions in Planning Schemes sets out criteria that can be used to decide whether mandatory provisions may be appropriate in Planning Schemes.
- Planning Practice Note 60: Height and setback controls for Activity Centres provides guidance on DTP's preferred approach to the application of height and building setback controls for Activity Centres. It also covers how to approach mandatory height and setback controls.

Frankston is designated as a MAC the highest order of the hierarchy of Activity Centres. DTP's preferred approach to height and setbacks in Activity Centres is preferred or discretionary controls, combined with clear design objectives and decision guidelines. It is their view that discretionary controls are more likely to facilitate appropriate built form outcomes (rather than mandatory controls) because they provide more flexibility to accommodate individual or unique circumstances.

Mandatory height and setback controls (controls that cannot be exceeded under any circumstance) should only be used when exceptional circumstances exist, such as when Council has undertaken comprehensive strategic work and is able to demonstrate that mandatory controls are appropriate in the context and are absolutely necessary to achieve the preferred built form outcomes. To justify mandatory controls, Council needs to be able to demonstrate that exceeding these development parameters would result in unacceptable built form outcomes.

The MAC does not meet the test for mandatory building height and setback controls and these would not be supported by the State Government through the Planning Scheme Amendment process. Therefore, discretionary building height and setback controls have been included within the ACZ1.

The exception within the Structure Plan is the application of mandatory street and ground level setbacks to properties adjacent to Kananook Creek, within Precinct 4 to achieve the vision for the Kananook Creek Boulevard and Promenade and within Precinct 5 to protect the landscape, topography and vegetation as the dominant visual elements in this area.

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Figure 01: Steps in the Planning Scheme Amendment Process

If Council resolve to request Authorisation from the Minister for Planning to prepare and exhibit proposed Planning Scheme Amendment C160fran, officers will prepare the relevant documents and submit these (**Stage 01** of the Planning Scheme Amendment process).

DCP and DTP response and Advocacy

In August 2022, DTP (the then DELWP) provided written correspondence in relation to Council needing to resolve infrastructure funding as part of the Structure Plan work. It was indicated in this correspondence that deferring funding or proceeding with the Structure Plan without a resolved approach may (inter alia) delay the progression of the Planning Scheme Amendment.

This has resulted in the commencement of the preparation of a DCP and a review of the PO, with specialist consultants engaged to undertake both these pieces of work. A number of internal workshops have been undertaken, including the establishment of both a PAG and PWG for the DCP project.

This work will culminate in a future Planning Scheme Amendment, with a request for Authorisation to prepare and exhibit to be made to the Minister for Planning by December 2023.

Significant Advocacy has also been undertaken to encourage the safe passage of the Structure Plan and the proposed Planning Scheme Amendment through the State Government. Meetings comprising of the Mayor, CEO and Director Communities have been held with the Minister for Planning (Sonya Kilkenny), executive officers at DTP, the Member for South Eastern Metropolitan Region (Ann-Marie Hermans) and the Shadow Cabinet.

Issues and Discussion

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

The Frankston City Centre is one of the nine (9) MACs outlined in *Plan Melbourne*. The other centres are Box Hill, Broadmeadows, Dandenong, Epping, Footscray, Fountain Gate-Narre Warren, Ringwood and Sunshine.

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

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

Options Available including Financial Implications

There are financial costs associated with proposed Planning Scheme Amendment C160fran, however, these costs can be accommodated within existing budgets.

The Structure Plan identifies a number of actions/projects which is Council's responsibility to deliver. Such projects place additional strain on the existing Council budget and Council needs to explore a range of other mechanisms to assist in funding these projects, which include (but are not limited to):

- A Development Contributions Plan (DCP);
- Council's Long Term Infrastructure Plan (LTIP);
- An open space contribution of 8%;
- Victorian Government funding sources; and
- Australian Government funding sources.

Executive Summary

12.1 Governance Matters Report for 14 June 2023

Enquiries: Brianna Alcock: Corporate and Commercial Services

Council Plan

| | |
|----------|--|
| Level 1: | 6. Progressive and Engaged City |
| Level 2: | 6.5 Support transparent and evidenced based decision making through sharing council data and clear reporting on our measures of success to the community |

Purpose

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

Recommendation (Director Corporate and Commercial Services)

That Council:

Council Resolution Status

1. Receives the Council Resolution Status update, including:
 - a. Notice of Motion Cost Summary and Notice of Motion Report for 14 June 2023;
 - b. Urgent Business Status Update for 14 June 2023;
 - c. Notes there are no Notice of Motion actions reported as complete;
 - d. Notes since the Council Meeting held on 22 May 2023, 20 resolutions have been completed, as listed in the body of the report;
 - e. Notes there is one report delayed in its presentation Council:
 - Langwarrin Child and Family Centre and Response to Long Street Reserve Petition

This report will be delayed until 31 July 2023 Council Meeting to allow additional time for further investigations;

Association of Bayside Municipalities Membership

2. a. Notes Cr Bolam was nominated by the Council on 21 November 2022 as a delegate to the Association of Bayside Municipalities (ABM);
 - b. Continues its membership in the ABM without a Councillor representative;
 - c. Formally writes to the ABM to withdraw its Councillor representative until reviewed by the Council at a meeting not later than December 2023; and
 - d. Notes that future membership fees will be funded from the operational budget within the Communities Directorate.

Key Points / Issues

Background

- In accordance with the Local Government Act 2020, Council's Governance Rules, Policies and Council resolutions, the agenda for each Council Meeting is required to list certain governance and/or administrative matters in addition to other specified items.
- Keeping in mind best practice, good governance principles and transparent reporting it was deemed appropriate to consolidate governance and/or

12.1 Governance Matters Report for 14 June 2023**Executive Summary**

administrative type reports into one standing report to provide a single reporting mechanism for a range of statutory compliance and/or governance matters. This will ensure sharing council data and clear reporting for the community.

- The Governance matters report may include, but is not limited to, the Council resolution Status, Instruments of Appointment & Authorisation, Instruments of Delegations, Audit and Risk Committee matters, Advisory committee matters, and other governance related matters.

Governance Matters reported for this meeting

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

- Council Resolution Status Update;
- Removal of Councillor representative from the Association of Bayside Municipalities

Council Resolution Status Update

- At its meeting on 19 December 2016, Council resolved that:
“That the Chief Executive Officer is directed to provide regular updates to Council on the progress or status of Council’s resolutions resulting from Notices of Motion raised by Councillors. In order to facilitate this, a brief progress report (detailing the status of each outstanding resolution) is required to be presented to Council at each of its Ordinary Meetings in future commencing with Ordinary Meeting 296 (scheduled for the 30 January 2017).”
- Additionally, at its meeting on 22 July 2019, Council resolved that:
 - a) Includes in the attached monthly report (Notice of Motion Cost Summary), the number of Urgent business items per councillor*
 - b) Includes the updates of the status of Urgent Business items in the attached monthly report (Notice of Motion Report)”*
- In line with the above resolutions, following reports are attached for 14 June 2023:
 - Notice of Motion Cost Summary (**Attachment A**)
 - Notice of Motion Report (**Attachment B**)
 - Urgent Business Status Update (**Attachment C**)
- Since the last Council Meeting 2023/CM07 on 22 May 2023, the following 20 resolution actions have been reported as ‘complete’. A detailed report has been provided at **Attachment D**.
 - Frankston Yacht Club Building Activation Project Update
 - Level Crossing Removal Projects Asset Handover
 - Award of Contract - CN10826 - Eric Bell Reserve Pavilion Redevelopment
 - Capital Works Quarterly Report - Q4 - April to June 2022
 - Capital Works Quarterly Report - Q1 - July to September 2022
 - Annual Report on Council's Greenhouse Gas Emissions, Energy and Water Usage and Costs (2021/22)
 - Award of Contract CN10885 - Playgrounds and Surrounds - Steam Weed Control
 - Update to the Long Term Infrastructure Plan 2022-2032
 - Award of Contract CN10894 - Lloyd Park Netball Pavilion Redevelopment

12.1 Governance Matters Report for 14 June 2023**Executive Summary**

- Capital Works Quarterly Report - Q2 - October to December 2022
 - Award of Contract - CN10845 Kananook Multilevel Commuter Car Park
 - E-bike trial evaluation report
 - Statutory Planning Progress Report - March 2023
 - Governance Matters Report for 1 May 2023
 - Chief Executive Officer's Quarterly report - January - March 2023 period
 - Lloyd Group Voluntary Administration
 - Hearing of Submitters - Proposed 2023-2027 Budget (including year 3 2023-2024 Council Plan initiatives)
 - Response to Urgent Business - Disposal of Tree Debris arising from severe weather event
 - Council Plan and Budget Quarterly Report - including Peninsula Leisure - Quarter three - January to March 2023
 - Adoption of 2023-2027 budget (including year three 2023-2024 Council Plan Initiatives)
- Due to various factors, it is sometimes not possible for reports to be brought back before Council in accordance with the time frames resolved. One report has been delayed from presentation to Council:
 - Langwarrin Child and Family Centre and Response to Long Street Reserve Petition

This report will be delayed until the 31 July 2023 Council Meeting to allow additional time for further investigations.

Association of Bayside Municipalities Membership

The Association of Bayside Municipalities (ABM) represents nine member councils of Port Phillip Bay with a shared purpose of protection and management of the natural, cultural, social and economic values of Port Phillip Bay. This purpose continues to be reflected in the range of knowledge sharing, learning, advocacy and joint grant opportunities provided by the ABM that are directly influenced by the issues relevant to its members. In 2021/22, ABM facilitated 4 joint advocacy submissions, 11 events, 2 partnership projects, engaged with 5 interstate coastal Councils, and partnered with 39 Port Phillip Bay stakeholders.

It is proposed to remove Councillor Representative from ABM, however any Councillor or Officer may continue to attend ABM events, benefit from the joint initiatives, seek advice or support of the ABM network despite not having nominated a Councillor representative for this term. Council will not, however, be able vote on motions for decisions and elections if Council chooses to remain without a Councillor representative.

The current allocation for the ABM membership fee from the Governance budget will be returned to the Strategic Asset Reserve for FY2023/24. The membership fee will be paid within the Communities Directorate budget.

It is recommended that the Chief Executive Officer writes to the ABM to withdraw its Councillor representative until this is further reviewed by the Council at a meeting not later than December 2023.

Financial Impact

There are financial costs in relation to the ABM membership, however, these costs can be accommodated within existing budgets.

12.1 Governance Matters Report for 14 June 2023**Executive Summary****Consultation****1. External Stakeholders**

Nil.

2. Other Stakeholders

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

Analysis (Environmental / Economic / Social Implications)

There are no environmental or social implications associated with this report.

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

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

Legal

Nil.

Policy Impacts

There is no impact on Council policies.

Officer's Declaration of Interests

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

Risk Mitigation

There are no risks identified with this report.

Conclusion

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

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

ATTACHMENTS

Attachment A: [↓](#) Notice of Motion Report - Cost Summary

Attachment B: [↓](#) Notice of Motion Report

Attachment C: [↓](#) Urgent Business Update

Attachment D: [↓](#) Closed / Completed Resolution Actions since 22 May 2023

Notice of Motion Report - 2023 - CM8 - for the 14 June Council Meeting (A4915563).XLSX

Notice of Motions Estimated Costs By Councillor 2020 - 2024 Term

| Councillor | Number | Primary Cost | Ongoing Cost | Outcome Cost | Urgent Business |
|--------------------|-----------|------------------|--------------|--------------|-----------------|
| Cr David Asker | 0 | \$0 | \$0 | \$0 | 1 |
| Cr Sue Baker | 2 | \$500 | \$0 | \$0 | 3 |
| Cr Kris Bolam | 7 | \$10,000 | \$0 | \$0 | 1 |
| Cr Nathan Conroy | 0 | \$0 | \$0 | \$0 | 0 |
| Cr Claire Harvey | 6 | \$7,155 | \$0 | \$0 | 2 |
| Cr Brad Hill | 4 | \$0 | \$0 | \$0 | 2 |
| Cr Liam Hughes | 2 | \$800 | \$0 | \$0 | 1 |
| Cr Steven Hughes | 3 | \$0 | \$0 | \$0 | 0 |
| Cr Suzetter Tayler | 1 | \$0 | \$0 | \$0 | 1 |
| TOTAL | 25 | \$ 18,455 | \$ - | \$ - | 11 |

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

Notice of Motion Report - 2023 - CM8 - for the 14 June Council Meeting (A4915563).xlsx

| Meeting Date | Item No | NOM Title and Councillor | Council Resolution | Responsibility | Comments | Cost Summary |
|--------------|---------|---|---|-----------------|--|--|
| 20-Sep-21 | 14.1 | 2021/NOM8 - Humanitarian Support for Fiji Cr Bolam | <p>Council Decision; Moved: Councillor Bolam Seconded: Councillor Baker</p> <p>That Council:</p> <ol style="list-style-type: none"> Notes the letter from the Victorian Multicultural Sports Association seeking a \$10,000 contribution from Council for humanitarian support in Fiji; Notes that Frankston and Suva (Fiji) have provisionally agreed to form a Friendship City relationship; Given Suva (Fiji) is Frankston's geographically closest 'Sister City' / 'Friendship City', this agreement is to be formally upgraded to a 'Sister City' relationship, pending advice from Sister Cities Australia; Notes the letter of appreciation from the Fijian Government's Minister for Local Government, Housing and Community Development, in appreciation for the \$5500 donation for the delivery of hospital beds to Fiji to assist with their response to the second wave of the COVID-19 pandemic; Acknowledges the relationships and contribution of the Fijian community to the diversity in Frankston and notes the impact of the pandemic on our Pacific neighbours; Supports the facilitation of this humanitarian initiative under the stewardship of the Mayor to work with Rotary Club of Frankston Sunrise (who have deductible gift recipient status) to receive all goods and donations with respect to the humanitarian aid relating to the Fijian community; Notes the Mayor has driven a community stewardship campaign for donations. \$8,400 has been raised in the past two weeks to provide sanitary products for women and baby products for newborns, together with donations of children's clothing, sanitiser and PPE. This includes: <ul style="list-style-type: none"> Coles Karingal - \$100 gift card; Woolworths Karingal - \$100 gift card; Woolworths Frankston - \$100 gift card; Chisholm Frankston - \$1000 cash donation; DC Urban - \$1000 cash donation; St Kilda Football Club - \$1000 cash donation; Rotary Frankston - \$1000 cash donation; Rotary Sunrise - \$1000 cash donation; Rotary 2.0 - \$1000 cash donation; Private resident - \$500 cash donation; Private resident - \$800 cash donation; Monash University - \$800 cash donation In this time, the following businesses have also provided, in writing, commitments for discounts and/or additional stock upon purchase to assist in the relief effort: <ul style="list-style-type: none"> Target Frankston - bulk discount; Libra (Asalea Care) - bulk discount; Australian Dairy Park, Carrum Downs - excess product/aid; Golden Fields Nutrition, Dandenong - excess product/aid; Kellogg's - volunteered pallets of infant breakfast cereal; Community Support Frankston - volunteered pallets of sanitiser That formal letters of thanks be sent to the aforementioned donors; Supports a Council donation of \$6000 to the Rotary Club of Frankston Sunrise towards the shipping of humanitarian aid to Fiji (\$5599), and product/aid (\$401); Funds the humanitarian aid from the Mayor's Event Budget that was initially allocated to fund the 'COVID Hero's' Appreciation Event, but is no longer proceeding due to restrictions on mass gatherings; Writes to the Hon. Frank Bainimarama, the Prime Minister of Fiji, the Hon. Premila Kumar, the Local Government Minister Fiji, the Fijian High Commissioner to Australia His Excellency Luke Daunivalua and the Australian High Commissioner to Fiji, His Excellency Mr John Feakes; to advise of Council's decision and note the total donation of \$14,400 (comprising \$8,400 community donations and \$6000 Frankston City Council donation) plus donated wholesale product/aid that comfortably represents an overall charitable effort surpassing \$15,000. <p>Carried</p> | Fiona McQueen | 01 May 2023 In progress. A report on the MOU is being prepared for the 22 May Council Meeting. | Council donation of \$6000 to the Rotary Club of Frankston Sunrise towards the shipping of humanitarian aid to Fiji (\$5599), and product/aid (\$401). |
| 11-Jul-22 | 14.1 | 2022/NOM8 - Outreach Support Service Cr Bolam | <p>Council Decision</p> <p>Moved: Councillor Bolam Seconded: Councillor Hill</p> <p>That Council:</p> <ol style="list-style-type: none"> Acknowledges the work currently being undertaken by organisation/s to provide an outreach service to rough sleepers, whereby contact with the rough sleeper is made within 24 hours of a referral where possible and, Requires a report to be provided at the September 2022 Council Meeting exploring a formalised service agreement with a suitably qualified localised outreach provider to undertake referral advocacy, throughout the municipality, to assist those without a permanent place of abode. <p>The service guarantee is to focus on a prescribed minimum response time (i.e. twenty-four hours) upon the outreach provider being notified of new clients/rough sleepers by the Frankston City Council.</p> <p>Following the initial interaction with new clients/rough sleepers, the service provider is to:</p> <ol style="list-style-type: none"> Make clients aware of local and regional support agencies insofar uplift and direct support; Collaborate with local and regional support services on behalf of clients and their needs; and Conduct ongoing wellbeing audits of clients/rough sleepers, as commissioned by the Frankston City Council. <p>Carried Unanimously</p> | Tammy Beauchamp | 18 May 2023 1. Work of outreach services currently engaged acknowledged – complete. 2. Officers completed a report responding to NOM for September 2022 Council Meeting, but this report required amendments and was postponed to the October Council Meeting with advice that officers explore further social research. This report has been further postponed to September 2023 to enable officers to engage and work with a consultant to assist with the social research | |
| 24-Oct-22 | 14.1 | 2022/NOM11 - Exploration of the establishment of a South Eastern Councils Biodiversity Network Cr Harvey | <p>Council Decision</p> <p>Moved: Councillor Harvey Seconded: Councillor Baker</p> <p>That Council receives a report at its 12 December 2022 Council Meeting exploring the establishment of a South Eastern Councils Biodiversity Network (consisting of the cities of Hobsons Bay, Melbourne, Port Phillip, Kingston, Frankston, Mornington Peninsula Shire and Bayside). The network is to be comprised of Councillors and Council officers from the network councils in the South Eastern metropolitan region, with the purpose of:</p> <ol style="list-style-type: none"> information sharing collaboration in relation to joint projects advocacy in relation to common objectives work with State and Federal Governments on environment initiatives exploration of wildlife corridors across the region engagement with traditional owners across the region. | Angela Hughes | 10 May 2023 Report did not come to 12/12/22 council meeting due to delays with other councils, an update was provided in the City Futures Quarter One 22/23 report and NOM response booked in for July 2023. Cr Harvey is aware of delays and has agreed this new date. | |
| 22-May-23 | 14.1 | 2023/NOM3 - Hall of Fame Revival Cr Bolam | <p>Council Decision</p> <p>Moved: Councillor Bolam Seconded: Councillor Hill</p> <p>That a report be provided to Council to determine if the 'Frankston Hall of Fame' (HoF) be reinstated to recognise individuals and organisations that have significantly impacted and contributed to the Frankston municipality. The report will be presented for consideration to the August 2023 Council Meeting.</p> <p>The report to include focus on:</p> <ul style="list-style-type: none"> The viability of reinstating the HoF program; The nomination and assessment process including regularity of awards; Identify capacity of the new HoF location for additional plaques or determine possible location options to display new inductee plaques; Costings and staff resourcing associated with the new iteration of HoF including associated costs in regards to plaques, ceremony, and administration of the program. <p>Carried</p> | Fiona McQueen | | |

Item 12.1 Attachment C: Urgent Business Update

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Urgent Business

| Meeting Date | Urgent Business Title and Councillor | Council Resolution | Responsibility | Comments |
|--------------|--|--|----------------|--|
| 15-Nov-21 | Response to Urgent Business - Disposal of Tree Debris arising from severe weather event Cr Harvey | Moved: Councillor Harvey Seconded: Councillor Baker That Council supports further detailed costings to be obtained for providing a dedicated booked green waste kerbside collection service, available for residents after severe weather events, to be considered during the 2022-23 annual budget process. Carried Unanimously | Bruce Howden | 31 May 2023 A service initiative to assist in the collection of tree debris has been included in the draft 2023/24 annual budget and adopted on 22 May 2023. It is requested that this recommendation is closed. |

Item 12.1 Attachment D: Closed / Completed Resolution Actions since 22 May 2023

| Action Sheets Report | | | CLOSED / COMPLETE | | Printed: Wednesday, 31 May 2023 3:10:36 PM | | |
|-----------------------------|--|---|-----------------------------------|---------------|---|-------------------|--|
| MEETING DATE ITEM NUMBER | Title | MOTION | RESPONSIBLE DIVISION & OFFICER | | COMMENTS | DATE COMPLETED | |
| 20/07/2020 12.15 | Frankston Yacht Club Building Activation Project Update | <p><u>Council Decision</u></p> <p>Moved: Councillor Bolam</p> <p>That Council:</p> <ol style="list-style-type: none"> Notes the detailed chronological history and complexity of the Frankston Yacht Club Activation Project, which provides a transparent account of the challenges faced with this project; Notes the significant progress in the past 12 months to activate the building; and Receives a project debrief report by no later than June 2021, following the entire building activation, that identifies the learnings of the project, from conception to completion, including key actions to address these in future major projects. | Infrastructure and Operations | Gupta, Vishal | <p>12 Aug 2020 11:48am Robinson, James</p> <p>1. Noted., 2. Noted., 3. Noted.</p> <p>07 Sep 2020 2:37pm Robinson, James</p> <p>Note - No further update on this Action until closer to June 2021 to address action no. 3., 1. Noted., 2. Noted., 3. Noted. No update until closer to June 2021.</p> <p>24 Sep 2020 3:45pm Robinson, James</p> <p>Note - No further update on this Action until closer to June 2021 to address action no. 3., 1. Noted., 2. Noted., 3. Noted that a report will go to Council no later than June 2021. Update on building activation; - A planning permit application for the ground lower cafe space was approved at the 21 Sept Council meeting. - Cafe fitout to commence (by tenant) during November for activation by early in the new year 2021. - Building compliance work will commence onsite during November. - Completion of the design for Coast Guard space is underway. - Finalisation of the design brief for the community (restaurant) space on the first floor. - Design of first floor community space to commence in October. - Stakeholder meetings with both Coast Guard and Yacht Club are scheduled for early September.</p> <p>23 Nov 2020 3:06pm Robinson, James</p> <p>Please note - No further update on this Action until closer to June 2021 (to address action no. 3. in Council Report), 1. Noted., 2. Noted., 3. Noted that a report will go to Council no later than June 2021., Update on building activation; - A planning permit has been approved and released for the ground lower cafe space. - Cafe fitout to commence by tenant by end of Nov 20, for activation by early in the new year 2021. Building permit received by tenant. - Building compliance work has commenced onsite. Builder has been formally engaged to undertake all work. - Coast Guard space design is complete. Fitout will occur once the rest of the first floor design is complete (tendered as one construction package). - Concept designs for the first floor community space are underway with feedback sought from stakeholders. Report proposed for 14 Dec council meeting to seek approval for the first floor uses. - Stakeholder meetings with both Coast Guard and Yacht Club are scheduled and occurring each month. - A revised Fire Engineering Report (FER) has been completed to remove the bollards currently proposed in the yacht club boat parking (as a result of the Building Appeals Board (BAB) determination). This report and supporting information has been sent to the BAB with a request to remove the bollards and amend the original BAB determination. A decision is expected before the end of the calendar year.</p> <p>01 Feb 2021 4:34pm Gaynor, Andrea - Reallocation</p> <p>Action reassigned to Snell, Martin by Gaynor, Andrea - Reassigning to Manager Buildings & Facilities</p> <p>02 Feb 2021 12:48pm Gaynor, Andrea</p> <p>1. Noted., 2. Noted., 3. The entire building activation has been delayed due to planning permit implications. It is expected the entire building activation may occur by the end of 2021. Therefore the debrief report to Council is expected to be provided by early 2022.</p> <p>01 Mar 2021 3:14pm Gaynor, Andrea</p> <p>1. Noted., 2. Noted., 3. Planning permit applications to be lodged separately in early March 2021 for restaurant and coast guard occupancies. Debrief report to Council to be provided immediately following building activation currently scheduled for early 2022 (subject to town planning approvals).</p> <p>01 Apr 2022 5:32pm Bennett, Jaime</p> <p>1. Noted., 2. Noted., 3. Council continues to receive regular updates on the FYC activation project. Due to a delay in the entire building activation, the project debrief report was unable to be brought back to Council in June 2021. A report will be presented to Council at a date yet to be determined as it is subject to successful engagement of a Restaurant Tenant through the EOI Tender, which closes 21 April 2022 and the successful opening of the Restaurant in conjunction with the successful Restauranteur. The project debrief report is expected to be provided after January 2023.</p> <p>11 Aug 2022 2:04pm Gaynor, Andrea - Reallocation</p> <p>Action reassigned to Gupta, Vishal by Gaynor, Andrea</p> <p>19 Sep 2022 10:21am Bennett, Jaime</p> <p>1. Noted., 2. Noted., 3. Council continues to receive regular updates on the FYC activation project. Due to a delay in the entire building activation, the project debrief report was unable to be brought back to Council in June 2021. A report will be presented to Council at a date yet to be determined as it is subject to successful engagement of a Restaurant Tenant through the EOI Tender, which closed on 21 April 2022 and anticipated to be determined in October 2022, followed by the successful opening of the Restaurant in 2023. The project debrief report is expected to be provided after the successful opening of the restaurant.</p> <p>18 Nov 2022 11:16am Bennett, Jaime</p> | 29/05/2023 | |

Carried Unanimously

| Action Sheets Report | | | CLOSED / COMPLETE | | Printed: Wednesday, 31 May 2023 3:10:36 PM | |
|-----------------------------|---|--|-----------------------------------|--------------|--|-------------------|
| MEETING DATE ITEM NUMBER | Title | MOTION | RESPONSIBLE DIVISION & OFFICER | | COMMENTS | DATE COMPLETED |
| | | | | | <p>1. Noted., 2. Council officers have reached agreement on all five packages of the works. The licence agreement is agreed and has now been signed by all parties., 3. Memorandum of Understanding has been signed by CEO., 4. Additional maintenance and operating expenses have been included into Council's annual budget., 5. A report was presented to Council in February 2021 regarding the Arboretum project</p> <p>11 May 2023 3:27pm Gaynor, Andrea - Reallocation</p> <p>Action reassigned to Atla, Shekar by Gaynor, Andrea</p> <p>29 May 2023 4:31pm Gaynor, Andrea - Completion</p> <p>Completed by Gaynor, Andrea on behalf of Atla, Shekar (action officer) on 29 May 2023 at 4:31:50 PM - A/Director, Vishal Gupta approved closure of this item.</p> | |
| 15/11/2021 12.20 | Response to Urgent Business - Disposal of Tree Debris arising from severe weather event | <p>Council Decision</p> <p>Moved: Councillor Harvey</p> <p>Seconded: Councillor Baker</p> <p>That Council supports further detailed costings to be obtained for providing a dedicated booked green waste kerbside collection service, available for residents after severe weather events, to be considered during the 2022-23 annual budget process.</p> <p>Carried Unanimously</p> | Corporate and Commercial Services | Jaensch, Kim | <p>02 Dec 2021 9:33am Howden, Bruce</p> <p>Action to be completed as part of 2022/23 budget process.</p> <p>24 Dec 2021 2:43pm Howden, Bruce</p> <p>Action to be completed as part of 2022/23 budget process.</p> <p>02 May 2022 12:21pm Howden, Bruce</p> <p>Action to be completed as part of 2022/23 budget process. Operations Dept looking at option of current service provider storing tree debris at their depot prior to disposal.</p> <p>19 May 2022 9:12am Howden, Bruce</p> <p>Action to be completed as part of 2022/23 budget process.</p> <p>19 May 2022 9:57am Roberts, Vera - Reallocation</p> <p>Action reassigned to Jaensch, Kim by Roberts, Vera - As requested by Director CCS.</p> <p>02 Feb 2023 10:31am Jaensch, Kim</p> <p>A service initiative and estimated costings was provided at the Councillor Planning workshop in April 2022 to consider a dedicated booked green waste kerbside collection service, available for residents after severe weather events. The initiative was voted down by the majority of Councillors and was not included in the draft 2022-23 annual budget. There was an undertaking that officers would further discuss with the current Mayor and investigate if there were any viable options to meet the intent of the Urgent Business item., Officers met with the Mayor to investigate a potential solution. Council does not own a suitable location within the municipality to stockpile, process and dispose of tree branches and stumps. There is no free options available for residents who have the means, to transport tree branches and stumps to another location. Contractors in the municipality do not have a suitable depot to provide this service due to a number of associated risks including contaminated debris, lack of resources and the option is not commercially viable., Officers contacted Mornington Peninsula Shire Council to clarify how they process green waste generated from their community. All green waste is either transferred from their transfer station or household kerbside green waste bins to the same processing facility (Cleanaway Dandenong) that Frankston Council uses to be processed into compost (no mulching is carried out), Green waste collections do increase the rapidly expanding FOGO processing volume in the SE region. Council officers are currently working with the Metro Group to explore ways to avoid any future capacity limitations, requiring vehicles being redirected to alternative processing locations., A letter has been sent to MPSC to explore a collaborative solution, a response was received in December 2022. Both Council's will work together to look at options for green waste processing and disposal. There are two service initiatives being considered during the 2023/24 annual budget process that will assist in both the collection of tree debris and disposal of green waste.</p> <p>21 Feb 2023 11:30am Jaensch, Kim</p> <p>There are two service initiatives being considered during the 2023/24 annual budget process that will assist in both the collection of tree debris and disposal of green waste.</p> <p>21 Mar 2023 1:44pm Jaensch, Kim</p> <p>There are two service initiatives being considered during the 2023/24 annual budget process that will assist in both the collection of tree debris and disposal of green waste.</p> <p>31 May 2023 8:46am Jaensch, Kim</p> <p>A service initiative to assist in the collection of tree debris has been included in the draft 2023/24 annual budget and adopted on 22 May 2023., It is requested that this recommendation is closed.</p> <p>31 May 2023 12:11pm Georgiou, Helen - Completion</p> <p>Completed by Georgiou, Helen on behalf of Jaensch, Kim (action officer) on 31 May 2023 at 12:11:00 PM - Director Corporate and Commercial Services agreed to close this action.</p> | 31/05/2023 |

| Action Sheets Report | | CLOSED / COMPLETE | | Printed: Wednesday, 31 May 2023 3:10:36 PM | | |
|-----------------------------|---|---|-----------------------------------|--|--|-------------------|
| MEETING DATE ITEM NUMBER | Title | MOTION | RESPONSIBLE DIVISION & OFFICER | | COMMENTS | DATE COMPLETED |
| 5/09/2022 12.9 | Award of Contract - CN10826 - Eric Bell Reserve Pavilion Redevelopment | <p>Council Decision</p> <p>Moved: Councillor Tayler</p> <p>Seconded: Councillor Baker</p> <p>That Council:</p> <ol style="list-style-type: none"> Awards Contract CN10826 for Eric Bell Reserve Pavilion Redevelopment to Lloyd Group Pty Ltd (ACN: 069 674 479) for a total lump sum of \$7,544,600.00 excl. GST; Notes that the project has received \$6.25M through the Community Infrastructure Loans Scheme (CILS) along with \$500K from the State Government; Notes the impacts of current construction market volatility and rapidly growing cost of construction materials and labour on the overall project costs; Notes that there is an anticipated overall budget shortfall of \$2,069,600.00 to deliver the project and endorses the reprioritisation of the Long Term Infrastructure Plan (LTIP) as required to fund the anticipated project budget shortfall in 2023/24 financial year; Notes current ongoing annual maintenance costs for existing facility is around \$8,000. Upon completion of the new pavilion the maintenance costs will likely increase to an estimated cost of around \$30,000, and as such will require necessary adjustment in 23/24 operating budget for Facilities Management; Authorises the Chief Executive Officer to sign the Contract; Delegates approval of contract variations to the Chief Executive Officer; and Resolves the attachment A, B and C to this report be retained confidential on the grounds that it contains Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released, pursuant to the <i>Local Government Act 2020 s3(1)(a)</i>. <p style="text-align: center;">Carried Unanimously</p> | Infrastructure and Operations | Gupta, Vishal | <p>18 Nov 2022 11:07am Bennett, Jaime</p> <p>Award of Contract CN10826 - Eric Bell Reserve Pavilion Redevelopment Letter posted 6th Sep 2022 (A4754481), Please close this item, no further action required.</p> <p>29 May 2023 4:33pm Gaynor, Andrea - Completion</p> <p>Completed by Gaynor, Andrea on behalf of Gupta, Vishal (action officer) on 29 May 2023 at 4:33:11 PM - A/Director, Vishal Gupta approved closure of this item.</p> | 29/05/2023 |
| 3/10/2022 12.2 | Capital Works Quarterly Report - Q4 - April to June 2022 | <p>Council Decision</p> <p>Moved: Councillor Baker</p> <p>Seconded: Councillor Harvey</p> <p>That Council:</p> <ol style="list-style-type: none"> Receives and notes the quarterly progress report for the fourth quarter (April to June 2022) of the 2021/22 Capital Works Program; Notes that \$65.195M of expenditure was achieved in 2021/22 against a total Adjusted Capital Works Program budget of \$77.006M, which equates to an outstanding 85.4% program expenditure delivery rate considering the challenges experienced during the year; Notes there are no projects to report for the fourth quarter where variations have exceeded the pre-approved variation amount in accordance with S7 Instrument of Sub-Delegation by CEO; and, Endorses the list of project funding proposed to be carried forward into the 2022/23 Capital Works Program, an amount which totals \$11.154M which can be largely attributed to several projects experiencing delays and cost escalations due to COVID related impacts. <p style="text-align: center;">Carried Unanimously</p> | Infrastructure and Operations | Ure, Luke | <p>13 Dec 2022 11:16am Ure, Luke</p> <p>1. The quarterly progress report for the fourth quarter (April to June 2022) of the 2021/22 Capital Works Program was presented to Council at its 3 October CM., 2. Noted., 3. Noted., 4. Council endorsed the carry forward funding from 2021/22 into the 2022/23 Capital Works Program, an amount which totals \$11.154M., All items associated with this action are complete; request this action is closed.</p> <p>29 May 2023 4:38pm Gaynor, Andrea - Completion</p> <p>Completed by Gaynor, Andrea on behalf of Ure, Luke (action officer) on 29 May 2023 at 4:38:00 PM - A/Director, Vishal Gupta approved closure of this item.</p> | 29/05/2023 |
| 21/11/2022 12.2 | Capital Works Quarterly Report - Q1 - July to September 2022 | <p>Council Decision</p> <p>Moved: Councillor Bolam</p> <p>Seconded: Councillor Harvey</p> <p>That Council:</p> <ol style="list-style-type: none"> Receives and notes the quarterly progress report for the first quarter (July 2022 to September 2022) of the 2022/23 Capital Works Program; Notes Attachments A, B, C, D and E are included in the report as part of full disclosure of the capital works program to the public; Notes the reported projects where variations have exceeded the pre-approved variation amount in accordance with S7 Instrument of Sub-Delegation by CEO; and Notes that there is an impact on program delivery due to current market conditions and COVID impacts resulting in cost escalations and timing delays. These impacts are currently being reviewed and a further report to Council is being prepared for 12 December 2022. <p style="text-align: center;">Carried Unanimously</p> | Infrastructure and Operations | Ure, Luke | <p>13 Dec 2022 11:22am Ure, Luke</p> <p>1. The quarterly progress report for the first quarter (July 2022 to September 2022) of the 2022/23 Capital Works Program was presented to Council at its Council Meeting on 21 November 2022., 2. Noted., 3. Noted., 4. Noted, a further report was presented to Council at its Council Meeting on 12 December 2022 to adopt the update to the LTIP and cost escalation strategy for the 2022/23 Capital Works program., All items associated with this action are complete; request this action is closed.</p> <p>29 May 2023 4:37pm Gaynor, Andrea - Completion</p> <p>Completed by Gaynor, Andrea on behalf of Ure, Luke (action officer) on 29 May 2023 at 4:37:47 PM - A/Director, Vishal Gupta approved closure of this item.</p> | 29/05/2023 |
| 21/11/2022 12.5 | Annual Report on Council's Greenhouse Gas Emissions, Energy and Water Usage and Costs (2021/22) | <p>Council Decision</p> <p>Moved: Councillor Bolam</p> <p>Seconded: Councillor Harvey</p> <p>That Council:</p> | Infrastructure and Operations | Ure, Luke | <p>13 Dec 2022 11:19am Ure, Luke</p> <p>1. The annual greenhouse gas emissions, energy and water usage and costs report was presented to Council at its Council Meeting on 21 November 2022., 2. Noted., 3. Noted., All items associated with this action are complete; request this action is closed.</p> <p>29 May 2023 4:35pm Gaynor, Andrea - Completion</p> | 29/05/2023 |

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| MEETING DATE ITEM NUMBER | Title | MOTION | RESPONSIBLE DIVISION & OFFICER | COMMENTS | DATE COMPLETED | |
| | | 1. Receives and notes the organisation's annual greenhouse gas emissions, energy and water usage and costs and key findings for 2021/22; 2. Notes energy and water costs have increased during 2021/22 by \$420K, predominantly due to increased usage from a return to normal operations following COVID-19 restrictions and closures; and 3. Notes the Capital Works projects outlined in the report to further reduce Council's greenhouse gas emissions, energy usage and costs. | | Completed by Gaynor, Andrea on behalf of Ure, Luke (action officer) on 29 May 2023 at 4:35:14 PM - A/Director, Vishal Gupta approved closure of this item. | | |
| Carried Unanimously | | | | | | |
| 21/11/2022 12.17 | Award of Contract CN10885 - Playgrounds and Surrounds - Steam Weed Control | Council Decision Moved: Councillor Bolam | Infrastructure and Operations Hurren, Brad | 17 Jan 2023 4:53pm Robinson, James Update; 1. Noted (Contractor commenced work on 3 Jan 2023), 2. Contract signed and executed by both parties, 3. Noted., 4. Noted., Requests Action to be closed. 29 May 2023 4:34pm Gaynor, Andrea - Completion Completed by Gaynor, Andrea on behalf of Hurren, Brad (action officer) on 29 May 2023 at 4:34:24 PM - A/Director, Vishal Gupta approved closure of this item. | 29/05/2023 | |
| | | Seconded: Councillor Harvey That Council: 1. Awards contract CN10885 – Playgrounds and Surrounds – Steam Weed Control to Weed Steamers Pty Ltd, ACN 162 463 158 for \$2,263,943.46 GST exclusive for an initial two year term with the provision of a further 2 X 2 year extensions, noting that this is a schedule of rates contract; 2. Authorises the Chief Executive Officer to sign the contract and contract extensions based on the contractors' successful performance; 3. Delegates approval of contract variations to the Chief Executive Officer; and 4. Resolves Attachments A and B to this report be retained confidential on the grounds that it contains private commercial information, being information provided by a business, commercial or financial undertaking that if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage, pursuant to the <i>Local Government Act 2020 s3(1)(g)</i> . | | | | |
| Carried Unanimously | | | | | | |
| 12/12/2022 12.6 | Update to the Long Term Infrastructure Plan 2022-2032 | Council Decision Moved: Councillor Bolam | Infrastructure and Operations Ure, Luke | 16 Feb 2023 8:48am Ure, Luke 1. An update to the 2022/23 and 2023/24 financial years of the Long Term Infrastructure Plan (LTIP) 2022-2032 was adopted by Council at its Council Meeting on 12 December 2022., 2. Noted., 3. Noted., 4. The budget adjustments to the 2022/23 Capital Works Program were endorsed by Council and have subsequently been processed in the adjusted budget ledger in Council's financial system., 5. Council authorises the Chief Executive Officer to execute the cost escalation strategy, including executing deeds of contract variation as required., 6. Council authorises the Chief Executive Officer to reallocate funding from the established Program contingency as required., 7. Noted., 8. Noted. 29 May 2023 4:37pm Gaynor, Andrea - Completion Completed by Gaynor, Andrea on behalf of Ure, Luke (action officer) on 29 May 2023 at 4:37:32 PM - A/Director, Vishal Gupta approved closure of this item. | 29/05/2023 | |
| | | Seconded: Councillor Hill That Council: 1. Adopts the update to the 2022/23 and 2023/24 financial years of the Long Term Infrastructure Plan (LTIP) 2022-2032; 2. Notes the impacts the COVID-19 pandemic, recent weather events and global market pressures has had on the construction industry and the LTIP, resulting in cost escalations on projects; 3. Notes the staged strategy outlined in the report to mitigate the risks of current cost escalations in order to manage the budgetary pressures on the 2022/23 Capital Works Program and future years of the LTIP; 4. Endorses the budget adjustments to the 2022/23 Capital Works Program as a key component of the cost escalation strategy; 5. Authorises the Chief Executive Officer to execute the cost escalation strategy, including executing deeds of contract variation; 6. Authorises the Chief Executive Officer to reallocate funding from the established Program contingency to ensure a sound return on investment in the current climate; 7. Notes all authorised budget adjustments to address cost escalations will be managed in accordance with Council's LTIP Governance Structure and reported to Council via tender award & quarterly monitoring reports; and 8. Notes this review is addressing cost pressures on the LTIP in 2022/23 and 2023/24, and future years of the LTIP will be reassessed as part Council's 2023/24 budget development process. | | | | |
| Carried Unanimously | | | | | | |
| 12/12/2022 12.15 | Award of Contract CN10894 - Lloyd Park Netball Pavilion Redevelopment | Council Decision Moved: Councillor Bolam | Infrastructure and Operations Gupta, Vishal | 21 Apr 2023 10:57am Bennett, Jaime 1-6. Noted., Award of Contract CN10894 - Lloyd Park Netball Pavilion Redevelopment Letter posted 14/12/2022 (A4821800), Please close this item, no further action required. 29 May 2023 4:32pm Gaynor, Andrea - Completion Completed by Gaynor, Andrea on behalf of Gupta, Vishal (action officer) on 29 May 2023 at 4:32:28 PM - A/Director, Vishal Gupta approved closure of this item. | 29/05/2023 | |
| | | Seconded: Councillor Hill That Council: 1. Awards Contract CN10894 for Lloyd Park Netball Pavilion Redevelopment to More Building Group Pty Ltd (ACN: 614 992 933) for a total lump sum of \$993,000.00excl. GST; 2. Notes that the project has received \$800K funding from State Government through the Female Friendly Facilities funding stream; 3. Notes current ongoing annual maintenance costs for existing facility is around \$7,000. Upon completion of the new pavilion the maintenance costs will likely increase to an estimated cost of around \$20,000, and as such will require necessary adjustments in 2023/24 operating budget for Facilities Management; 4. Authorises the Chief Executive Officer to sign the Contract; | | | | |

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| | | <p>b. Receives the Audit & Risk Committee Chairperson's half-yearly report for 2022;</p> <p>4. Resolves Attachment G and H to remain confidential indefinitely on the grounds that it includes confidential meeting information, being the records of meetings closed to the public under section 66(2)(a) (Local Government Act 2020, s.3(1)(h)).</p> | | | | | |
| <u>Carried Unanimously</u> | | | | | | | |
| 1/05/2023 12.2 | Chief Executive Officer's Quarterly report - January - March 2023 period | <p><u>Council Decision</u></p> <p>Moved: Councillor Bolam</p> <p>Seconded: Councillor Tayler</p> <p>That Council:</p> <ol style="list-style-type: none"> Notes the Chief Executive Officer's Report and updates on an action provided within the report; Notes the 'public' version of the Chief Executive Officer's Quarterly Report for the period January to March 2023 (attachment A), which will be made available after this meeting through Council's website; Notes the completion of the Accountability and Transparency Reform (ATR) items 1, 2, 12, 20 and 37 and resolves for these to be closed from monitoring and reporting in future CEO quarterly reports; Notes its prior resolution at the 1 July 2019 Council Meeting, requiring that a future quarterly Chief Executive Officer report be provided on an indefinite basis, which for all intents and purposes has been a great success for its breadth and commentary of the substantial progress being made by Council, along with the integrity and wider transparency it provides of the Council and its operations; and Resolves for attachment B (Confidential Chief Executive Officer's report for January to March 2023 period) to be retained as confidential indefinitely, on the grounds that it contains information that is confidential pursuant to the Local Government Act 2020, section 3(1) (a), (d), (e), (f), (g), (i), (j) and (h) and would, if prematurely released impact on Council's reputation and ability to properly perform its functions. | Chief Executive Office | Cantillon, Phil | <p>19 May 2023 3:58pm Marshall, Allison</p> <p>CEO's office has completed relevant actions including uploading public version report onto the Council website and distributing relevant information to Audit & Risk Committee.</p> <p>19 May 2023 3:59pm Marshall, Allison - Completion</p> <p>Completed by Marshall, Allison on behalf of Cantillon, Phil (action officer) on 19 May 2023 at 3:59:49 PM - Okay to close noting CEO's office has actioned relevant items assigned to Phil Cantillon CEO.</p> | 19/05/2023 3 | |
| <u>Carried Unanimously</u> | | | | | | | |
| 1/05/2023 12.7 | Lloyd Group Voluntary Administration | <p><u>Council Decision</u></p> <p>Moved: Councillor Bolam</p> <p>Seconded: Councillor Harvey</p> <p>That Council:</p> <ol style="list-style-type: none"> Notes the current status of the projects impacted by the voluntary administration of the Lloyd Group; Notes that a confidential report is to be considered by Council at this meeting, which will empower the Chief Executive Officer to expeditiously resolve outstanding matters to minimise cost and time delays to projects impacted by the voluntary administration of the Lloyd Group; Notes that due to the current volatility within the construction industry, officers will continue to vigilantly assess and monitor the financial viability of prospective contractors; and Releases the following statement: "Council officers are continuing to work through all of the many components associated with the Lloyd Group Voluntary Administration process, and our four affected projects; the Healthy Futures Hub, Jubilee Park Pavilion, Lloyd Park Senior Pavilion and Eric Bell Pavilion. As a further step towards resolution, Council considered a confidential report at tonight's meeting and has taken substantive steps to empower the organisation to expeditiously resolve outstanding matters. Council understands the community is concerned and looking for information about these projects and we will continue to provide weekly updates to all stakeholders on progress. In the interim, and to ensure all facilities are secured and protected, Council has placed fencing and security monitoring at the sites to protect key assets." | Corporate and Commercial Services | Watts, Danielle | <p>10 May 2023 11:34am Watts, Danielle</p> <p>Council: 1. Noted - no further action, 2. Noted - no further action, 3. Noted - no further action; , 4. Public statement has been released., Please mark this item as complete.</p> <p>25 May 2023 8:51am Wood, Glenys</p> <p>Council: 1. Noted - no further action, 2. Noted - no further action, 3. Noted - no further action; , 4. Public statement has been released., Please mark this item as complete.</p> <p>31 May 2023 12:40pm Georgiou, Helen - Completion</p> <p>Completed by Georgiou, Helen on behalf of Watts, Danielle (action officer) on 31 May 2023 at 12:40:27 PM - Director Corporate and Commercial Services agreed to close this action.</p> | 31/05/2023 3 | |
| <u>Carried Unanimously</u> | | | | | | | |
| 10/05/2023 12.1 | Hearing of Submitters - Proposed 2023-2027 Budget (including year 3 2023-2024 Council Plan initiatives) | <p><u>Council Decision</u></p> <p>Moved: Councillor Harvey</p> <p>Seconded: Councillor Hill</p> <p>That Council:</p> <ol style="list-style-type: none"> Hears and considers the public submissions relating to the proposed 2023-2027 budget (including 2023-2024 Council Plan Initiatives); Notes the proposed 2023-2027 budget (including 2023-2024 Council Plan Initiatives) was on public exhibition for a period of 29 days, and that fourteen (14) written submissions were received; Notes four (4) people have registered to speak at this meeting in support of their written submission; and | Corporate and Commercial Services | Reidy, Caroline | <p>16 May 2023 10:45am Reidy, Caroline</p> <p>1. Complete, 2. Noted, 3. Noted, 4. Noted</p> <p>30 May 2023 3:26pm Reidy, Caroline</p> <p>1. Complete, 2. Noted, 3. Complete, 4. Complete</p> <p>31 May 2023 12:41pm Georgiou, Helen - Completion</p> <p>Completed by Georgiou, Helen on behalf of Reidy, Caroline (action officer) on 31 May 2023 at 12:41:06 PM - Director Corporate and Commercial Services agreed to close this action.</p> | 31/05/2023 3 | |

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| | | <p>4. Notes a report to formally adopt the 2023-2027 budget (including 2023-2024 Council Plan Initiatives) will be presented to Council at its meeting on 22 May 2023.</p> <p>Carried Unanimously</p> | | | | |
| 22/05/2023 | 12.5 | <p>Council Plan and Budget Quarterly Report - including Peninsula Leisure - Quarter three - January to March 2023</p> <p>Council Decision</p> <p>Moved: Councillor Harvey Seconded: Councillor Hill</p> <p>That Council:</p> <ol style="list-style-type: none"> Receives the 2022-2023 Quarter three Council Plan and Budget Performance Report; Receives the 2022-2023 Quarter three Peninsula Leisure Performance Report; and Resolves that Attachment B - 2022-2023 Quarter Three Peninsula Leisure Performance Report - remains confidential indefinitely as it contains private commercial information (<i>Local Government Act 2020, s(3)(g)</i>). These grounds apply because the information is provided by a business, commercial or financial undertaking and, if released, would impact the relationship between Council and Peninsula Leisure Pty Ltd. <p>Carried</p> | Corporate and Commercial Services | Reidy, Caroline | <p>30 May 2023 3:27pm Reidy, Caroline</p> <p>1. Noted, 2. Noted, 3. Noted</p> <p>31 May 2023 12:41pm Georgiou, Helen - Completion</p> <p>Completed by Georgiou, Helen on behalf of Reidy, Caroline (action officer) on 31 May 2023 at 12:41:42 PM - Director Corporate and Commercial Services agreed to close this action.</p> | 31/05/2023 |
| 22/05/2023 | 12.6 | <p>Adoption of 2023-2027 budget (including year three 2023-2024 Council Plan Initiatives)</p> <p>Council Decision</p> <p>Moved: Councillor Bolam Seconded: Councillor Hill</p> <p>That Council:</p> <ol style="list-style-type: none"> That Council: Adopts the 2023-2027 budget (including 2023-2024 Council Plan Initiatives) as publicly displayed and includes the following amendments: Other matters not included in the budget <p>Notes that the following capital items not included in the budget, will be subsequently adjusted and the CEO will re-prioritise the Budget 2023-2024 to fund these items to re-establish the capital work program to remain at \$78.422 million.</p> <ol style="list-style-type: none"> Ballam Park Lighting design-only, Ballam Park History Trail design-only and Cranbourne Road Retaining Wall design-only - \$60,000 one-off Pines Pool Entrance Landscaping design-only - \$25,000 one-off Native Vegetation Offset Site fencing works noting the commitment at Council Meeting held on 20 February 2023 - \$130,000 one-off Public Arts & Renewal program for Electric Box Beautification Renewal - \$5,000 ongoing Frankston North Entry Points project additions - \$20,000 one-off. <p>Notes that the following operating items not included in the budget, will be subsequently adjusted and the CEO will re-prioritise the Budget 2023-2024 to fund these items to re-establish the operating surplus to remain at \$27.988 million.</p> <p>Animal Pound Services initiatives noting the commitment at Council Meeting held on 1 May 2023 of \$52,482.80 comprising of:</p> <ul style="list-style-type: none"> \$18,000 per annum for the Pet Sanctuary \$9,000 per annum to double the number of animals adopted under Council's free animal adoption program \$21,960 per annum in lost pet registration, as a result of Council's free pet adoption program being doubled \$1,522.80 per annum so that Council may pay a levy to the State Government per additional pet adopted under Council's free pet adoption program \$2,000 per annum capped in reimbursement to dog owners who undertake dog obedience training. Budget Submissions <p>Having complied with the requirements of the Local Government Act (2020), and having considered, at a meeting held on 10 May 2023, fifteen (15) written submissions received on the draft 2023-2027 budget (including 2023-2024 Council Plan Initiatives), resolves to adopt the budget with the following amendment noting that the following capital item not included in the budget, will be subsequently adjusted and the CEO will re-prioritise the Budget 2023-2024 to fund this item to re-establish the capital work program to remain at \$78.422 million:</p> <ul style="list-style-type: none"> Funding of \$100,000 to Long Island Tennis Club fencing replacement. \$30,000 of this funding will come from the carry forward of unspent budget of Long Island Tennis club redevelopment project from the 2022-2023 budget; the remaining \$70,000 will be found in a re-prioritisation of the 2023-2024 capital works program. Directs that submitters be advised in writing of its decision in relation to their submissions on the proposed 2023-2027 budget (including 2023-2024 Council Plan Initiatives). | Corporate and Commercial Services | Reidy, Caroline | <p>30 May 2023 3:29pm Reidy, Caroline</p> <p>1. Noted, 1.1 Noted., 1.2 Noted., 1.3 Noted, 2. Noted</p> <p>31 May 2023 12:42pm Georgiou, Helen - Completion</p> <p>Completed by Georgiou, Helen on behalf of Reidy, Caroline (action officer) on 31 May 2023 at 12:42:20 PM - Director Corporate and Commercial Services agreed to close this action.</p> | 31/05/2023 |

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2. Declaration of Rates and Charges

Declares the following rates and charges:

- An amount of \$144,999,819 (or such other amount as is lawfully raised as a consequence of this Resolution) be declared as the amount which Council intends to raise by general rates and the annual service charge (described later in this Resolution), which amount is calculated as follows:
 - a) General Rates (excludes supplementary rates) \$100,059,259
 - b) Annual Service Charges \$44,940,559

2.1 General Rates

- 2.1.1 A general rate be declared in respect of the 2023-2024 Financial Year.
- 2.1.2 It be further declared that the general rate be raised by the application of differential rates.
- 2.1.3 A differential rate be respectively declared for rateable land having the respective characteristics specified below, which characteristics will form the criteria for each differential rate so declared:
 - 2.1.3.1 Derelict Land (Attachment A)
Derelict land, being land on which a dwelling or building is erected and is in a dilapidated state, and any other Council guidelines which may be in operation from time to time).
 - 2.1.3.2 Retirement Village Land (Attachment B)
Land in retirement villages on which a flat or unit has been constructed.
 - 2.1.3.3 Acacia Heath Land (Attachment C)
Land located in the Acacia Estate at 560-600 McClelland Drive (consisting of 110 lots in plans of subdivision 446669/70, 448786/7/8, 512750 531862/63, 537447 and 546857/58).
 - 2.1.3.4 Commercial Land (Attachment D)
Any land which is used primarily for the purposes of a commercial land including developed and vacant land.
 - 2.1.3.5 Farm Land (Attachment E)
Any land which is primary used for the purposes of farming.
 - 2.1.3.6 Industrial Land (Attachment F)
Any land which is used primarily for the purposes of an industrial land including developed and vacant land.
 - 2.1.3.7 Vacant Residential Land (Attachment G)
Any land which is zoned residential under the relevant Planning Scheme and on which there is no building that is occupied or adapted for occupation.
 - 2.1.3.8 Other Land (Attachment H)
Any land which does not have the characteristics of Derelict, Retirement Village, Acacia Heath, Commercial, Industrial, Vacant Residential or Farm Land.

2.2 Differential Rates

Resolves that each differential rate will be determined by multiplying the Capital Improved Value of each rateable land (categorised by the characteristics described in paragraph 2.3 of this Resolution) by the relevant percentages indicated in the following table:

- A general rate of 0.199259% for all rateable Other Land;
- A general rate of 0.149444% for all rateable Retirement Village Land;
- A general rate of 0.249074% for all rateable Commercial Land;
- A general rate of 0.249074% for all rateable Industrial Land;
- A general rate of 0.199259% for all rateable Acacia Heath Properties ⁽¹⁾;
- A general rate of 0.249074% for all rateable Vacant Residential Land;
- A general rate of 0.159407% for all rateable Farm Land; and
- A general rate of 0.597777% for all rateable Derelict Land.

⁽¹⁾ Council supports the application of the general rate of Other Land to the Acacia Heath Properties for the 2023-2024 financial year.

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- 2.3 Resolves to record that Council considers that each differential rate will contribute to the equitable and efficient carrying out of Council functions, and that:
- 2.3.1 The respective objectives of each differential rate be those specified in the attachments;
- 2.3.2 The respective types or classes of land which are subject to each differential rate be those defined in the attachments;
- 2.3.3 The respective uses and levels of each differential rate in relation to those respective types or classes of land be those described in the attachments; and
- 2.3.4 The relevant:
- (a) uses of;
 - (b) geographical locations of;
 - (c) planning scheme zonings of; and
 - (d) types of buildings on the respective types or classes of land be those identified in the attachments.
- 2.4 Declares a municipal charge of \$177.85 in respect of the 2023-2024 financial year.
- 2.5 Declares an annual service charge in respect of the 2023-2024 financial year for the collection and disposal of refuse.
- 2.6 Resolves that the annual service charge be in the sum of, and be based on the criteria specified below:
- \$466.80 for rateable and non-rateable land where a waste collection service with a 120 litre mobile garbage bin is applicable;
 - \$371.80 for rateable and non-rateable land where a waste collection service with an 80 litre mobile garbage bin is applicable;
 - \$437.20 for rateable and non-rateable land where a fortnightly waste collection service with a 120 litre mobile garbage bin is applicable;
 - \$342.20 for rateable and non-rateable land where a fortnightly waste collection service with an 80 litre mobile garbage bin is applicable;
 - \$466.80 for rateable and non-rateable commercial land where a waste collection service with a 120 litre mobile garbage bin is applicable;
 - \$371.80 for rateable and non-rateable commercial land where a waste collection service with an 80 litre mobile garbage bin is applicable;
 - \$249.60 for rateable and non-rateable commercial land where a recycling collection service mobile garbage bin is applicable;
 - Where additional bins are supplied, an additional \$466.80 for each 120 litre mobile garbage bin and \$371.80 for each 80 litre mobile garbage bin is applicable;
 - \$163.80 for rateable and non-rateable land where a weekly green waste collection service is provided; and
 - \$702.70 for rateable and non-rateable land where a waste collection service with a 240 litre mobile garbage bin is applicable.
- 2.7 **Rebates & Concessions**
Notes that:
- Council has entered into agreements with the Ministry of Housing to assess 50% of the general rate for certain purpose built units for older persons.
 - Council has entered into agreements with the Baxter Village to assess 52.5% of the general rate for certain purpose built units for older persons.
 - Council also provides concessions of 40%, 60%, 70% and 75% of the relevant rate for qualifying properties under the Cultural and Recreational Lands Act.
- 2.8 **Fees and charges**
Adopts the fees and charges that are included in the budget which may be subject to change as fees and charges are based on information available at the time of publishing and may vary during the financial year as a result of changes in Council's policy or legislation.
- 2.9 **Incentives**
Resolves that no incentive be declared for early payment of the general rates and annual service charge previously declared.
- 2.10 **Consequential**

Item 12.1 Attachment D: Closed / Completed Resolution Actions since 22 May 2023

Action Sheets Report

CLOSED / COMPLETE

Printed: Wednesday, 31 May 2023 3:10:36 PM

| MEETING DATE ITEM NUMBER | Title | MOTION | RESPONSIBLE DIVISION & OFFICER | COMMENTS | DATE COMPLETED |
|-----------------------------|-------|---|-----------------------------------|----------|-------------------|
| | | 2.10.1 Resolves to record that any person is required to pay interest on any amount of rates and charges which: | | | |
| | | 2.10.1.1 that person is liable to pay; and | | | |
| | | 2.10.1.2 has not been paid by the date specified for their payment. | | | |
| | | 2.10.2 Authorises the Chief Executive Officer to levy and recover the general rates and annual service charge in accordance with the Local Government Act (1989). | | | |

Executive Summary

12.2 Frankston Arts Advisory Committee - Minutes 23 May 2023

Enquiries: Tammy Ryan: Customer Innovation and Arts

Council Plan

| | |
|----------|---|
| Level 1: | 2. Community Strength |
| Level 2: | 2.1 Build Frankston City's reputation as an arts, culture and tourism destination |

Purpose

To brief Council on the minutes of the Frankston Arts Advisory Committee meeting held on 23 May 2023 and its recommendations to Council.

Recommendation (Director Customer Innovation and Arts)

That Council receives the Minutes of the Frankston Arts Advisory Committee meeting held on 23 May 2023.

Key Points / Issues

Frankston Arts Advisory Committee Minutes (FAAC) – May 2023

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

Discussed by the Committee at the meeting 23 May 2023:

- **Presentation - Open Space Team:**

Coordinator Open Space updated the Committee on the completion of Evelyn Park sandstone sculptures and the Fletched Road underpass façade and lighting treatment, in addition to presenting concept plans for the proposed bio retention scheme, ornamental lake and integrated public art at Ballam Park Lake. Cr Bolam commended the former Coordinator Open Space and team for the delivery of a number of well executed and considered projects enhancing the municipality.

- **Fibreglass Sculptures:**

A number of considerations were discussed in regards to proposed fibreglass sculptures. In regards to the Teddy Bear and Mushrooms proposed for the Library forecourt the committee agreed to continue to explore the possibility of their installation, pending advice from a structural engineer and compliance with Playground principles.

The current sculpture located in the Library forecourt 'Metamorphosis' will be moved to Ballam Park Lake to make way for the Teddy Bear.

A number of committee members expressed their concern in regards to the relevance of the Gorilla and its misalignment with the well-considered design of the Ballam Park play areas. It was suggested that if there is appetite to acquire the Gorilla in the future that it would be better suited incorporated into a future playground that integrates a Jurassic/Jungle design.

- **23-24 Confirmed Public Art Projects:**

Manager Arts & Culture updated the Committee on the confirmed Public Art Projects for 2023-2024 financial year.

12.2 Frankston Arts Advisory Committee - Minutes 23 May 2023**Executive Summary**

- **Wrap up of Big Picture Festival 2023:**

A wrap up of the Big Picture Festival 2023 was presented to the Committee. Ten artists produced nine new artworks with record attendance for both the Festival and Block Party.

A number of new walls have already been identified for the 2024 Festival.

- **Sculpture by the Sea Update including new Beauty Park location:**

The Public Art Officer advised that the sculpture 'Early Light' previously proposed for Frankston-Dandenong Road, Carrum Downs will be now located at the north end of Beauty Park. This sculpture will be part of the Frankston Arts Trail.

- **Eco Mural at Seaford Wetlands:**

The mural will be painted on a large shed facing the shared user path and is due for completion by December. The concept has been developed in close consultation with the Friends of Edithvale-Seaford Wetlands and Down's Community Farm.

- **Ashleigh Avenue Mural:**

The owner has declined the offer for a mural at this site and an alternative wall in Seaford has been suggested.

Financial Impact

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

Consultation**1. External Stakeholders**

Frankston Arts Advisory Committee

2. Other Stakeholders

Relevant internal departments as required.

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

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

Legal

There are no legal issues or impacts associated with this report.

Policy Impacts

There are no policy impacts as a result of this report.

Officer's Declaration of Interests

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

Risk Mitigation

Risks have been considered and mitigations are considered achievable.

12.2 Frankston Arts Advisory Committee - Minutes 23 May 2023

Executive Summary

Conclusion

Minutes of the FAAC meeting on 23 May 2023 are included for Council information.
(Attachment A).

ATTACHMENTS

Attachment A:[↓](#) 23052023 - Minutes - FAAC Meeting - 23 May 2023



FRANKSTON ARTS & CULTURE
FRANKSTON ARTS ADVISORY COMMITTEE MEETING

MINUTES OF THE MEETING
 Tuesday 23 May 2023
 6.30 – 8.30pm
 Acacia Room, Civic Centre

| | | |
|----------|---|--|
| 1 | Governance: General | |
| 1.1 | Welcome and apologies | <p>Present Ms Barbara Crook (Chairperson) Ms Tammy Ryan Mr Joe Grimes Ms Shweta Babbar Mr Nic Velissaris Cr David Asker Cr Kris Bolam Rebecca Gendron</p> <p>Apologies Mr Douglas Spencer – Roy Ms Rebecca Umlauf Cam Arunullatham Ms Ally Bruce</p> |
| 1.2 | Determination of quorum | A quorum was declared. |
| 1.3 | Declaration of interests | Mr Spencer Roy’s employer is a sponsor. |
| 1.4 | Confirmation of Agenda | Agenda confirmed. |
| 1.5* | Approval of minutes – 28 March 2023 | The Minutes of the FAAC meeting held on Tuesday 28 March 2023 were previously approved by the Committee via email. |
| 1.6 | Action items/Matters arising | <p>Carried</p> <p>The following action items were discussed:</p> <ul style="list-style-type: none"> All items outstanding are in this agenda for discussion. |
| 2 | Management Updates | |
| 2.1 | Arts & Culture – Quarterly KPIs Report and Financials | <ul style="list-style-type: none"> NA |
| 3 | Guest Speaker | |
| 3.1 | Coordinator Open Space – Ballam Park Lake, Evelyn Street Park Sculptures, Fletcher Road | <ul style="list-style-type: none"> Coordinator Open Space updated the Committee on various completed projects including: |

| | | |
|----------|--|--|
| | Underpass and Seaford Community Centre Updates | <ul style="list-style-type: none"> - the completion and installation of the sandstone sculptures at Evelyn Park. - façade and lighting treatments at the Fletcher Road underpass. - sculptural orb with lighting outside Seaford Community Centre/Library <ul style="list-style-type: none"> • The concept drawings were presented for the proposed bio retention scheme, ornamental lake and integrated public art at Ballam Park Lake. The committee commented on how well the public art components are integrated well into the overall design. • Councillor Bolam put forward the following: <ul style="list-style-type: none"> 1st Recommendation – Commend the Open Space team for their work on the projects. 2nd Recommendation – Thank the Coordinator for his contribution and work leading these projects for Council and wished him well on his new job. |
| 4 | Arts & Culture Projects | |
| 4.1 | Fibreglass Sculptures | <p>Library Forecourt:</p> <p>Teddy Bear and Mushrooms Coordinator Open Space advised the following would need to be considered:</p> <ul style="list-style-type: none"> ▪ a rubber base will be required in order to be compliant with Playground principles as the likelihood of people climbing the Teddy and mushrooms is high. ▪ robustness of fibreglass needs to be checked by a structural engineer including how pieces will be affixed to the ground. ▪ bench seats either side were raised as a concern and need to be considered alongside risk matrix and compliance requirements. <p>Action: Committee agreed to progress with the placement of the teddy bear into the forecourt pending structural engineer and compliance with Playground principles in regards to reducing risk from falls. An update will be provided at the June FAAC meeting.</p> <p>Action: Pending outcome of Teddy Bear in Library forecourt the current sculpture ‘Metamorphosis’ will be moved to Ballam Park Lake site and will fit in well to the proposed corten steel sculptures.</p> <p>Gorilla at Ballam Park</p> <p>A number of committee members expressed their concern in regards to the relevance of the Gorilla and its misalignment with the well-considered design of the play areas and the Public Art Strategy. It was suggested that if there is appetite to acquire the Gorilla in the future that it would be better suited incorporated into a future playground that integrates a Jurassic/Jungle design. Furthermore, the committee suggested that it would be wise to understand the ongoing maintenance of the fibreglass sculptures before acquiring more than the Teddy Bear and Mushrooms as the materials are not as robust as other sculptures throughout the municipality.</p> <p>Action: Gorilla sculpture to be put on hold.</p> |
| 4.2 | 23-24 Confirmed Public Art Projects | <p>Public Art Projects confirmed for the 23-24 financial year:</p> <ul style="list-style-type: none"> o Offshore & Sweetwater Creek Sculptures design and installation o Kananook Commuter Car Park EOI o Mile Bridge Gateway Sculpture EOI – budget has been redirected from the Civic Art Clock to fund. Installation proposed 24/25. |

| | | |
|---------------------------|--|--|
| | | <ul style="list-style-type: none"> o Skye/Dandenong Road – a leased sculpture is proposed o Ballam Park Lake – ‘Metamorphosis’ to be moved from Library Forecourt o Reflective Lullaby replacement – ongoing discussions being held with McClelland Gallery o Fibreglass Sculptures – (see above) o Frankston Arts Trail – further updates will be provided as the project progresses o Oasis Mosaic Stream – repairs are required for this piece at the foreshore o Totem Poles – maintenance required o ‘Catch Me’ Sculpture located currently at Seaford Community Centre will be moved to Keast Park. o Big Picture Festival o Public Art Strategy Year 1 Outcomes |
| 4.3 | Wrap Up of Big Picture 2023 | <ul style="list-style-type: none"> • Public Art Officer presented a wrap up of the Big Picture Festival 2023. Ten artists produced nine new artworks with record attendance for both the Festival and Block Party. • New walls have already been identified for the 2024 Festival. • Suggestion to explore the possibility of utilising empty shop/s as popup galleries and a miniature sculpture/street art walk was proposed. <p>Action: Officers to explore the possibility of utilising empty shop/s as popup galleries and introducing a miniature sculpture/street art walk.</p> |
| 4.4 | Sculpture by the Sea Update including new Beauty Park location | <ul style="list-style-type: none"> • Public Art Officer advised that the sculpture ‘Early Light’ previously proposed for the Frankston-Dandenong Road, Carrum Downs site will be now located at the north end of Beauty Park. This sculpture will be part of the Frankston Arts Trail. |
| 4.5 | Eco Mural at Seaford Wetlands | <ul style="list-style-type: none"> • The mural will be completed by December at this location and has been developed in close consultation with the Friends of Edithvale-Seaford Wetlands and Down’s Community Farm. The mural will be painted onto a large shed 19m x 3m and faces the shared user path. |
| 5 | Capital Works | |
| | | NA |
| 6 | Strategy | |
| | | NA |
| 7 | Any Other Business | |
| 7.1 | Ashleigh Avenue Mural | <ul style="list-style-type: none"> • The owner has declined the offer, therefore, an alternative wall in Seaford was suggested. |
| Confidential Items | | |
| C.1 | N/A | |
| 8 | Next Board Meeting and forward agenda | |
| 8.1 | Next FAAC Meeting: <ul style="list-style-type: none"> • 20 June 2023 at 6.30pm – Peninsula Room | |
| | Confirmed as a Correct Record | Chairperson: Barbara Crook |

The meeting closed at 8.00pm

Executive Summary

12.3 Frankston City Council March 2023 Economic Scorecard

Enquiries: Tammy Beauchamp: Communities

Council Plan

| | |
|----------|---|
| Level 1: | 5. Thriving Economy |
| Level 2: | 5.4 Elevate Frankston City's identity as an innovation hub and business-friendly city |

Purpose

To update Council on the Frankston City Council March 2023 Economic Scorecard.

Recommendation (Director Communities)

That Council:

1. Receives the Frankston City Council Economic Scorecard March 2023; and
2. Notes an overall increase of \$1.33B in Frankston City's economic growth since December 2022.

Key Points / Issues

- The Frankston City Council Economic Scorecard is a quarterly report, developed to inform both current and future economic development, investment activities and decision making.
- Data used to inform the quarterly Economic Scorecard is sourced from both *Spendmap by Geografia*, *Profile i.d Demographic Resource* and *REMPAN Economy* software systems.
- *Spendmap by Geografia* data is used to inform Frankston City expenditure for each quarterly Economic Scorecard. Information is drawn from credit and debit card transaction data and then weighted for non-card transactions to provide a highly accurate account of economic activity in a particular region.
- *REMPAN Economy* data is used to inform Frankston City economic outputs and employment for each quarterly Economic Scorecard. Information is drawn from Australian Bureau of Statistics (ABS) estimates.
- The Frankston City Council March 2023 Economic Scorecard uses the latest *REMPAN Economy* data set available - *2022 Release 3*. *REMPAN Economy 2022 Release 1* is sourced from the following:
 - ABS 2021 Census Place of Work Employment (Scaled)
 - ABS 2019 / 2020 National Input Output Tables
 - ABS June 2021 Gross State Product
 - ABS 2021 Census of Population and Housing
 - ABS 2020 / 2021 Tourism Satellite Account
 - TRA 2019 Frankston (C) Local Government Area Tourism Profile
- The March 2023 Economic Scorecard shows an overall increase in Frankston City's economic growth of \$1.33B since December 2022.
- Frankston City's economic output has grown steadily since 2021, from \$14.59B to \$16.24B as at March 2023.

12.3 Frankston City Council March 2023 Economic Scorecard**Executive Summary**

- There was a 156 increase in the number of businesses in Frankston City from December 2022 - March 2023.
- Frankston City's annual expenditure increased this quarter with the total local spend rising from \$3.327B as at December 2022 to \$3.342B as at March 2023.
- Night-time (6.00pm-6.00am) economy spending increased this quarter by \$4M with a total local night-time expenditure of \$520M as at March 2023.
- The unemployment rate has decreased in Frankston City this quarter by 0.8 per cent from 4.6 per cent in December 2022 to 3.8 per cent in March 2023.
- The business concierge service has had 70 enquiries throughout this quarter, with most coming from businesses and potential businesses within the Frankston City Centre.

Financial Impact

There are no financial implications associated with this report.

Consultation**1. External Stakeholders**

There were no external stakeholders required to be consulted in the development of this report.

2. Other Stakeholders

There were no internal stakeholders required to be consulted in the development of this report.

Analysis (Environmental / Economic / Social Implications)

This report did not require any specific analysis

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

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

Legal

There are no legal impacts relevant to this report

Policy Impacts

There are no policy impacts relevant to this report

Officer's Declaration of Interests

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

Risk Mitigation

Data used to inform the Frankston City Council March 2023 Economic Scorecard is drawn from secondary data, compiled by economic and expenditure modelling software systems. Some of the data used has a considerable publication lag time and findings presented should be considered as estimates only.

12.3 Frankston City Council March 2023 Economic Scorecard**Executive Summary****Conclusion**

The Frankston City Council March 2023 Economic Scorecard shows an overall increase in economic outputs since December 2022.

Key economic improvements from December 2022 to March 2023 are:

- An overall increase in economic growth of \$1.33B
- An increase in the total local spending from \$3.327B to \$3.342B
- An increase in night-time economy spending of \$4M.

ATTACHMENTS

Attachment A: [↓](#) Frankston City Council Economic Scorecard March 2023



March 2023

ECONOMIC SCORECARD



INVEST
FRANKSTON
.COM

01



ECONOMY

▲▼ Increase/decrease in comparison to December 2022 Scorecard



▲ **43,189**
BUSINESSES

Trading as at 24 Mar 2023

▲ **15,017**
BUSINESSES

Registered for GST
(as at 24 Mar 2023)

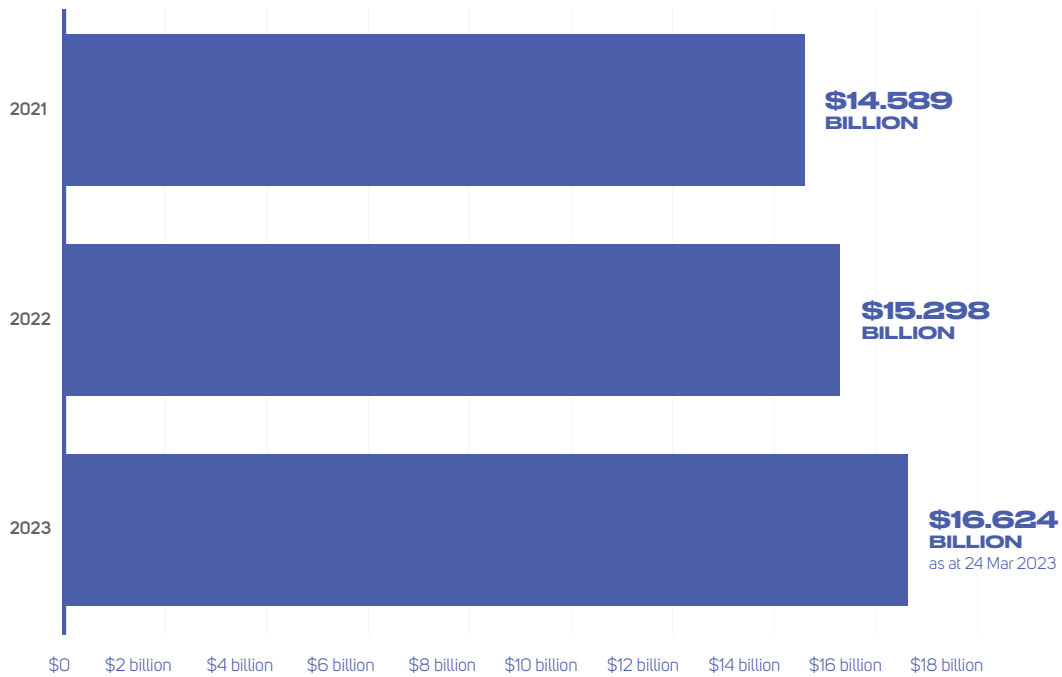
▲ **\$4.383**
BILLION

Regional exports, with
29.6 per cent from the
manufacturing industry*

▲ **\$16.624**
BILLION

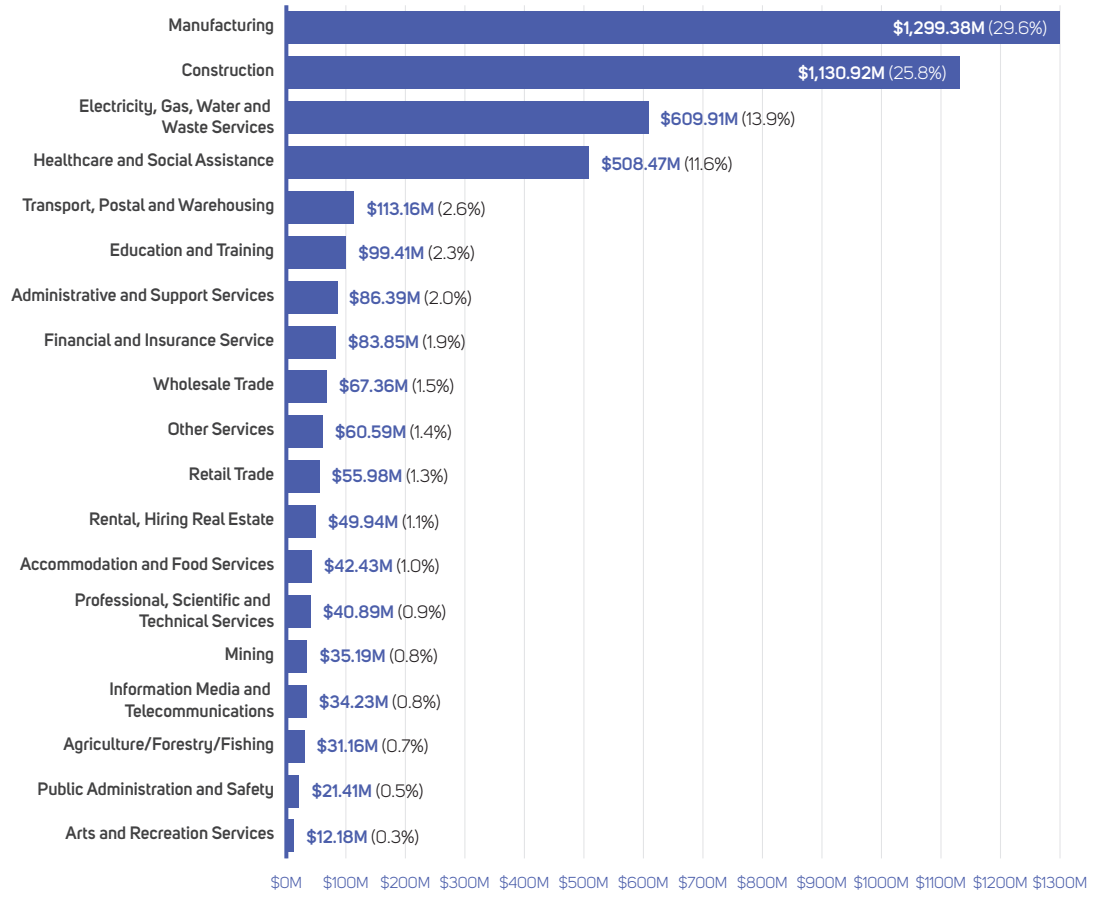
Economic output*

Frankston City Growth by Economic Output



* Source: REMPLAN

Regional Exports by Industry Sector*



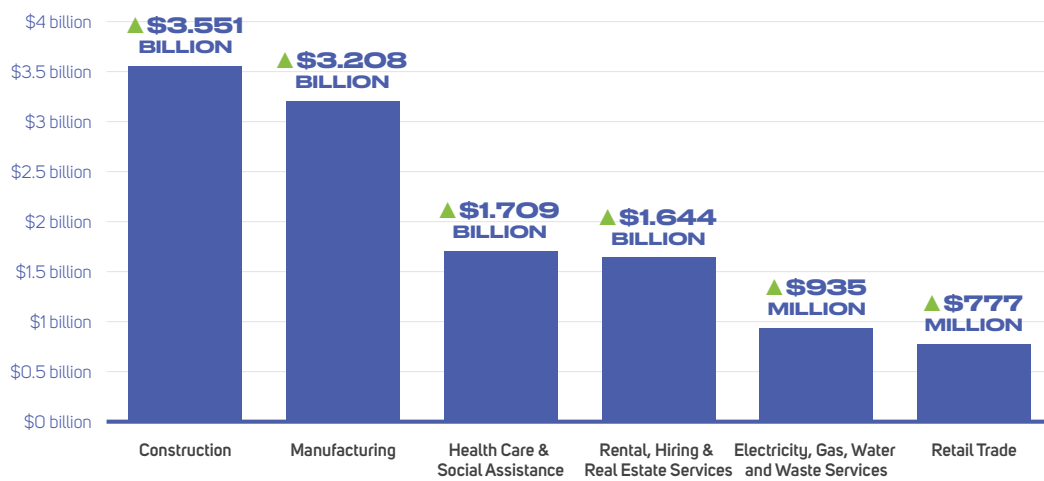
* Source: REMPLAN Economy



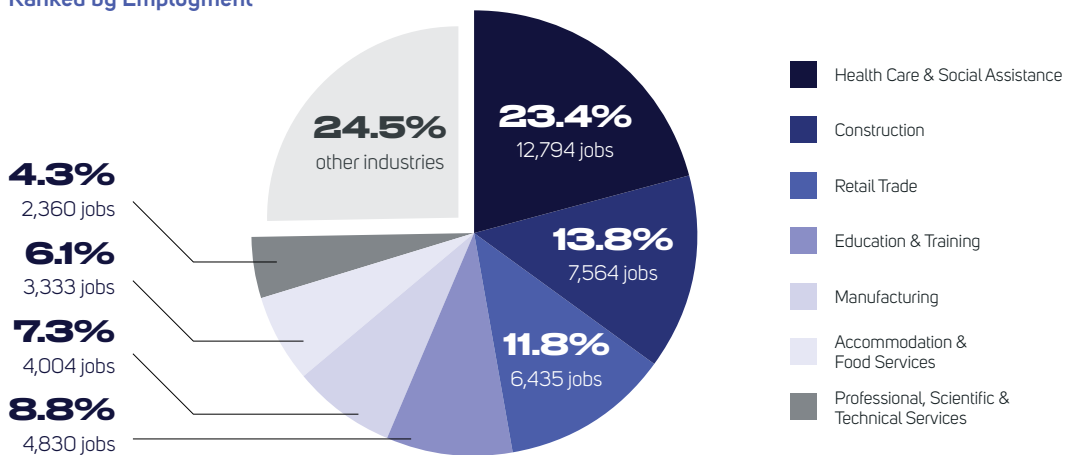
TOP SIX INDUSTRY SECTORS IN FRANKSTON CITY

Ranked by Output

▲ ▼ Increase/decrease in comparison to December 2022 Scorecard



Ranked by Employment





ANNUAL EXPENDITURE OVERVIEW April 2022–March 2023

▲▼ Increase/decrease in comparison to December 2022 Scorecard

▲ **\$3.342**
BILLION

Total local spend

▲ **\$1.968**
BILLION

Resident and business (spending by businesses and residents in Local Government Area)



▲ **\$1.374**
BILLION

Spending inside LGA by non-residents and non-resident businesses

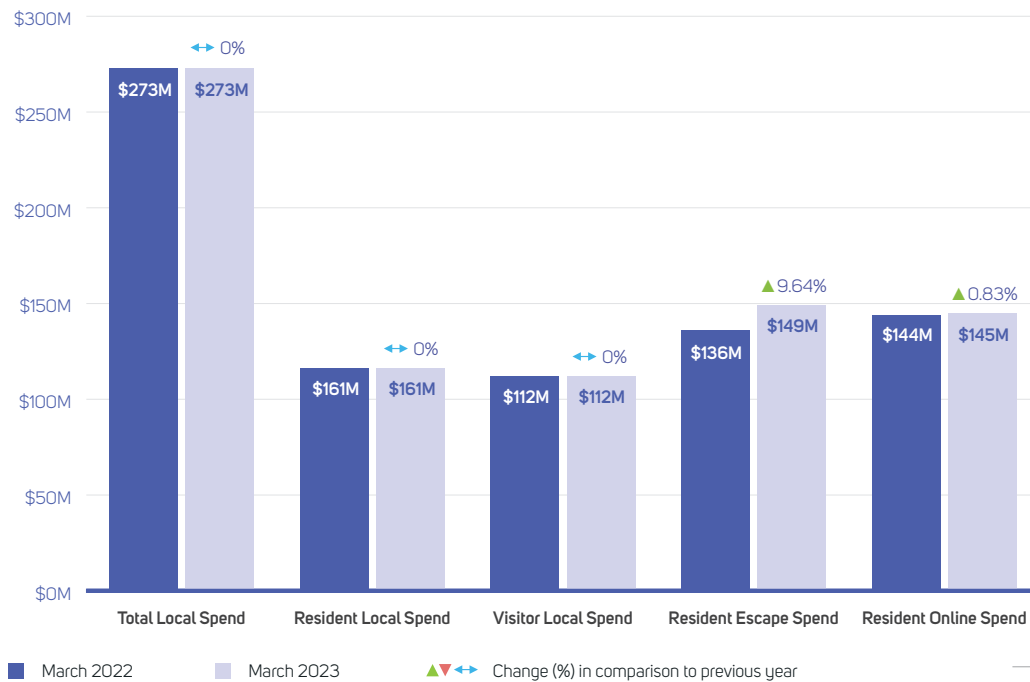
▲ **\$1.709**
BILLION

Total spending by residents and local businesses outside LGA

▲ **\$1.710**
BILLION

Resident online spend

Year-on-Year Changes (Comparison of March 2022 and March 2023)



THE SUBURBS April 2022–March 2023

| Suburb | Local Spend | | | | Escape Spend | | Resident Online Spend |
|--------------|-------------------|--|---|--|--|---|-----------------------|
| | Total Local Spend | Resident Local Spend <small>(lives in the suburb)</small> | Internal Visitor Local Spend <small>(lives elsewhere in the LGA)</small> | External Visitor Local Spend <small>(lives outside LGA)</small> | Resident Internal Escape Spend <small>(lives in suburb but spend in other suburbs in the LGA)</small> | Resident External Escape Spend <small>(lives in suburb but spending outside LGA)</small> | |
| Carrum Downs | \$622.00M | \$171.80M | \$225.90M | \$224.10M | \$107.50M | \$216.00M | \$229.80M |
| Frankston | \$1.98B | \$444.70M | \$656.70M | \$875.60M | \$89.88M | \$370.50M | \$399.50M |
| Frankston N | \$31.40M | \$9.17M | \$14.46M | \$7.64M | \$66.48M | \$45.23M | \$51.90M |
| Frankston S | \$100.70M | \$21.74M | \$26.59M | \$51.90M | \$235.30M | \$311.20M | \$295.20M |
| Langwarrin | \$237.70M | \$162.70M | \$35.70M | \$74.96M | \$238.70M | \$301.40M | \$322.40M |
| Langwarrin S | \$4.37M | \$24.66K | \$1.36M | \$2.52M | \$13.68M | \$24.18M | \$18.35M |
| Sandhurst | \$11.06M | \$3.86M | \$629.1K | \$6.26M | \$55.42M | \$102.80M | \$97.13M |
| Seaford | \$290.80M | \$85.48M | \$98.35M | \$106.90M | \$137.80M | \$199.20M | \$200.90M |
| Skye | \$22.08M | \$1.74M | \$5.58M | \$14.51M | \$121.00M | \$93.67M | \$94.40M |

NIGHT TIME ECONOMY April 2022–March 2023

Annual Night Time Expenditure Overview for Frankston City (Spending recorded between hours of 6pm and 6am)*

▲ ▼ Increase/decrease in comparison to December 2022 Scorecard



* Source: Spendmapp March 2023 update

Expenditure Category by Volume April 2022–March 2023

| Category | Total Local Spend | Resident Local Spend | Visitor Local Spend | Resident Escape Spend | Resident Online Spend |
|-----------------------------------|-------------------|----------------------|---------------------|-----------------------|-----------------------|
| Bulky Goods | \$189,912,875 | \$108,711,868 | \$81,201,007 | \$53,024,406 | \$34,791,361 |
| Department Stores & Clothing | \$339,391,900 | \$167,783,395 | \$171,608,506 | \$106,504,958 | \$89,138,744 |
| Dining & Entertainment | \$530,537,027 | \$300,014,075 | \$230,522,952 | \$400,264,197 | \$297,969,406 |
| Furniture & Other Household Goods | \$87,513,718 | \$35,968,637 | \$51,545,082 | \$32,492,957 | \$38,536,622 |
| Grocery Stores & Supermarkets | \$550,653,680 | \$432,810,666 | \$117,843,015 | \$215,321,239 | \$48,273,724 |
| Light Industry | \$63,517,607 | \$25,803,970 | \$37,713,636 | \$38,383,994 | \$46,290,915 |
| Other | \$37,234,724 | \$16,978,569 | \$20,256,155 | \$34,711,535 | \$144,975,052 |
| Personal Services | \$78,261,622 | \$44,994,548 | \$33,267,074 | \$44,493,686 | \$22,874,964 |
| Professional Services | \$340,703,073 | \$167,255,235 | \$173,447,838 | \$146,139,373 | \$285,616,959 |
| Specialised & Luxury Goods | \$249,351,674 | \$179,482,717 | \$69,868,957 | \$120,469,656 | \$29,012,232 |
| Specialised Food Retailing | \$376,428,748 | \$224,629,481 | \$151,799,268 | \$136,179,273 | \$291,181,668 |
| Trades & Contractors | \$17,789,669 | \$7,360,455 | \$10,429,214 | \$8,249,781 | \$18,377,619 |
| Transport | \$437,275,149 | \$236,004,798 | \$201,270,351 | \$254,311,582 | \$130,744,780 |
| Travel | \$43,522,620 | \$20,603,282 | \$22,919,338 | \$73,896,884 | \$232,598,517 |





▲54,633
JOBS
in Frankston City



▲39
JOBS PER 100
RESIDENTS
in Frankston

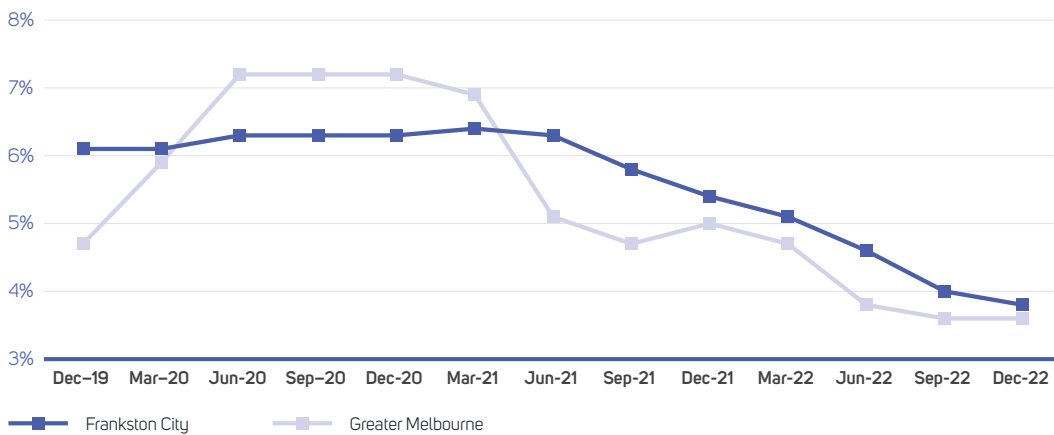


▲49
JOBS PER 100
RESIDENTS
in Greater Melbourne



▲140,809
POPULATION
OF FRANKSTON
CITY
as per latest REMPLAN data

Unemployment Rate Comparison to Greater Melbourne (December 2019–December 2022)*



UNEMPLOYMENT RATE in comparison with December 2022 scorecard

▼3.8
PER CENT
In Frankston City

▼3.6
PER CENT
Comparison to
Greater Melbourne

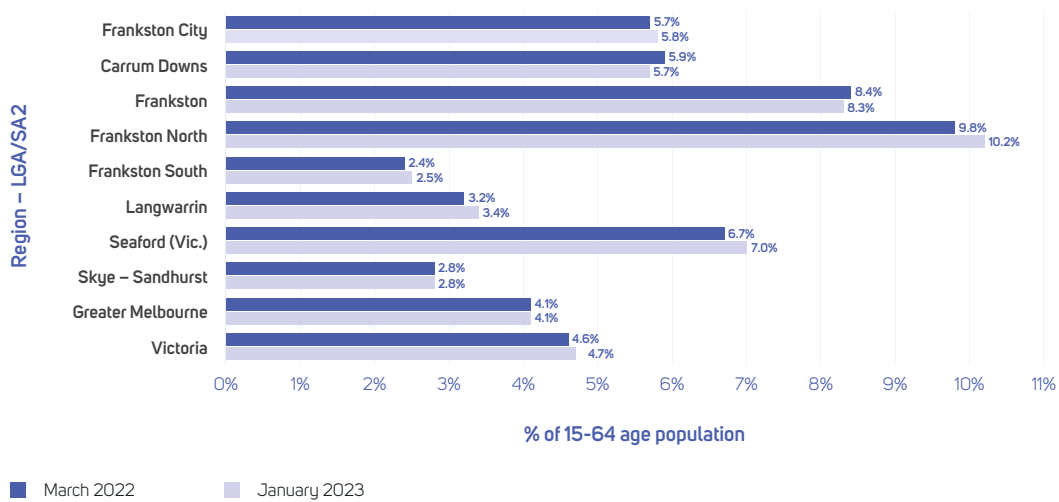
* Source: Latest REMPLAN data, as at March 2023



JOBSEEKER*

| Latest Month Figures | March 2023 | | January 2023 | | Change |
|----------------------|------------------|--|---------------------------|--|--------|
| | Region – LGA/SA2 | JobSeeker and Youth Allowance Recipients | % of 15–64 Age Population | JobSeeker and Youth Allowance Recipients | |
| Frankston City | 5,300 | 5.7 | 5,370 | 5.8 | -70 |
| Carrum Downs | 895 | 5.9 | 865 | 5.7 | +30 |
| Frankston | 1,345 | 8.4 | 1,325 | 8.3 | +20 |
| Frankston North | 1,215 | 9.8 | 1,265 | 10.2 | -50 |
| Frankston South | 280 | 2.4 | 285 | 2.5 | -5 |
| Langwarrin | 545 | 3.2 | 570 | 3.4 | -25 |
| Seaford (Vic.) | 750 | 6.7 | 785 | 7.0 | -35 |
| Skye – Sandhurst | 270 | 2.8 | 275 | 2.8 | -5 |
| Greater Melbourne | 141,875 | 4.1 | 143,855 | 4.1 | -1,980 |
| Victoria | 204,315 | 4.6 | 207,440 | 4.7 | -3,125 |

JobSeeker January 2023 to March 2023, Frankston City and benchmarks*

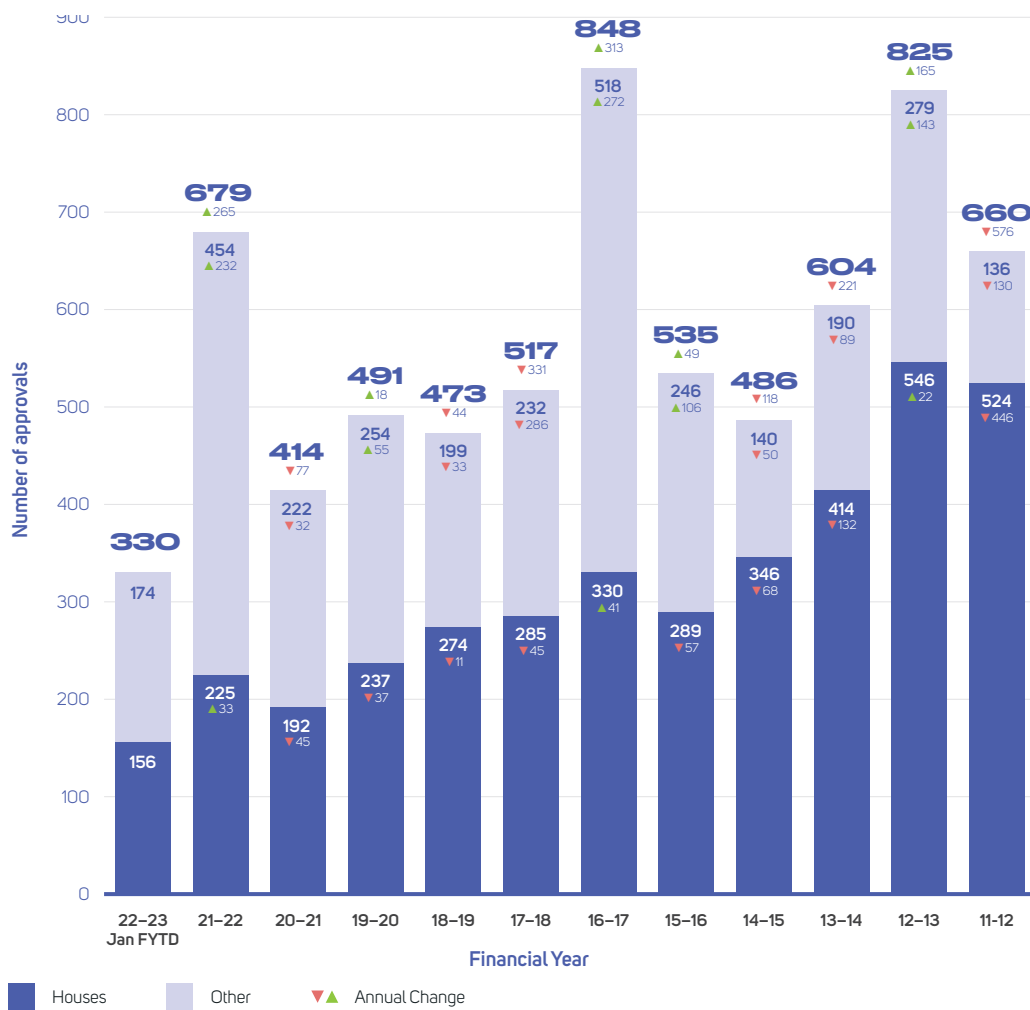


* Source: Department of Social Services – JobSeeker and Youth Allowance recipients – monthly profile via data.gov.au.
Compiled and presented by .id (informed decisions).



BUILDING APPROVALS*

In Frankston City there were 330 residential and other dwellings approved to be built in the financial year 2022–23 (current data available until Jan 2023)

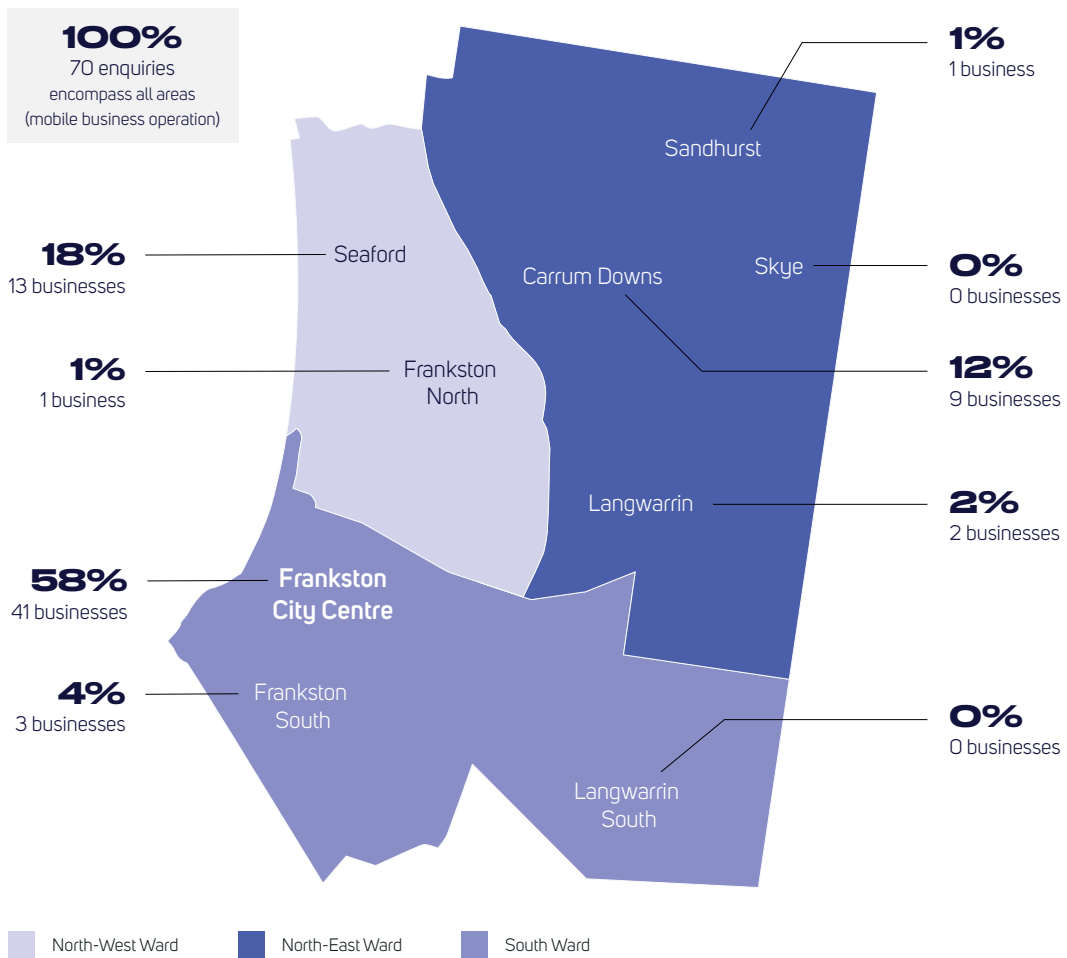


* Source: Australian Bureau of Statistics, Building Approvals, Australia (8731.0). Compiled and presented in profile.id by .id (informed decisions)



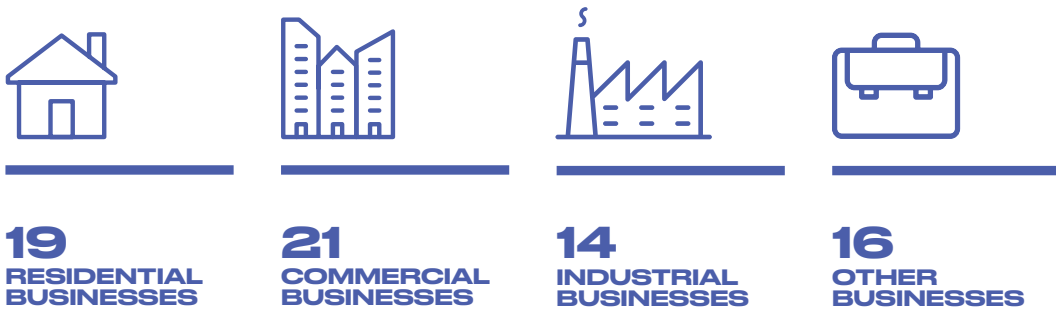
PROPERTY LOCATION QUERIES

January 2023-March 2023



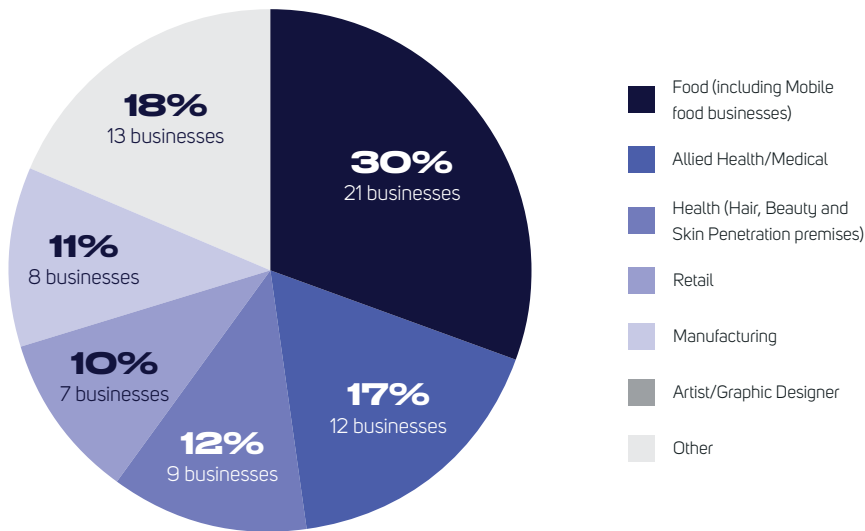
BUSINESS TYPE

Queries received during January 2023–March 2023 from the following business types:



BUSINESS INDUSTRY (TOP 6 CATEGORIES)

January 2023–March 2023



IF YOU'RE READY TO THRIVE, INVEST FRANKSTON

Invest Frankston is our commitment to creating the most robust, forward thinking, energetic, exciting, progressive suburb, city, municipality and region in Melbourne.

We aim to become an epicentre of innovation, growth, industry, modernity and thinking. Fully supported by Frankston City Council, this is our ethos; the mantra we live, grow and develop by.

We will continue to support and encourage the people and businesses of Frankston to make it happen, through our highly innovative and successful support programs.

We will continue to work with the Victorian and Australian governments to ensure we remain at the forefront of infrastructure and investment facilitation, now and into the future.

We are committed. We are dedicated. We are unswerving. IF you share the vision and the passion for what can be, Invest Frankston.

If you would like to learn more about investing in Frankston City, send us an email at business@frankston.vic.gov.au and we can arrange for a meeting to discuss your business needs further.

The data in this document is provided in good faith with every effort made to provide accurate data and apply comprehensive knowledge. However, REMPLAN does not guarantee the accuracy of data nor the conclusions drawn from this information. Any inference or decision to pursue any action in any way related to the figures, data and commentary presented in this data is wholly the responsibility of the party concerned. REMPLAN advises any party to conduct detailed feasibility studies and seek professional advice before proceeding with any such action and accept no responsibility for the consequences of pursuing any such action.

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CITY COUNCIL**

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Executive Summary

12.4 Draft Asset Management Policy

Enquiries: Luke Ure: Infrastructure and Operations

Council Plan

| | |
|----------|---|
| Level 1: | 4. Well Planned and Liveable City |
| Level 2: | 4.3 Provide well designed, fit for purpose, multi-use open spaces and infrastructure for the community to connect, engage and participate |

Purpose

To seek Council's support for publicly exhibiting the Draft Asset Management Policy (2023) for consultation with the community.

Recommendation (Director Infrastructure and Operations)

That Council:

1. Notes the updated Draft Asset Management Policy 2023 (Policy);
2. Endorses the Policy to be publicly exhibited for a period of four weeks; and
3. Seeks a report back to Council no later than the August 2023 Council Meeting to adopt the Policy, taking into consideration any submissions received.

Key Points / Issues

- The current Asset Management Policy was adopted by Council on 22 July 2019 and is due to be renewed by 30 June 2023.
- An Asset Management Policy provides the guiding principles for the long-term sustainable management of Council's asset portfolio. The Policy is applicable to all Council owned assets and all Council managed assets (including leased assets) that:
 - Are used by the community;
 - Support the delivery of services provided for the benefit of the Frankston community; or
 - Are held by Council for future use.
- The Policy provides a framework for all Councillors and Council officers involved in the creation, operation, maintenance, upgrade, renewal and rationalisation of Council assets. The Policy applies to all contracts applicable in these areas and to all officers responsible for the delivery of services that make use of Council assets.
- The Policy has been developed in accordance with international asset management standards and the recommendations in the International Infrastructure Management Manual published by the Institute of Public Works Engineering Australasia (IPWEA).

Financial Impact

Council's Draft Asset Management Policy (2023) does not have any direct financial implications; it is Council's Asset Management Strategy, Asset Plan, Asset Management Plans and the Long-Term Infrastructure Plan (LTIP) that administer the financial elements of asset management. However, these documents adhere to this

12.4 Draft Asset Management Policy**Executive Summary**

Policy, which provides the guiding principles for long-term sustainable management of Council's asset portfolio.

Taking a lifecycle approach, the revised Draft Policy assists the development of cost-effective management strategies for the long-term so that an asset can deliver the desired service level over its life.

Consultation**1. External Stakeholders**

No external consultation has yet been undertaken for the review of this policy; however, it has been developed in accordance with the following international standards related to asset management:

- ISO 55000: Asset Management – Overview, principles and terminology
- ISO 55001: Asset Management – Management Systems - Requirements
- ISO 55002: Asset Management – Management Systems – Guidelines for the Application of ISO 55001

2. Other Stakeholders

Internal consultation has occurred with key stakeholders of Council's Strategic Asset Management Team (SAMT). This group consists of key stakeholders across all directorates of the organisation that are involved in the strategic management of municipal assets over their lifecycle.

Analysis (Environmental / Economic / Social Implications)

Council assets support triple bottom line outcomes of environmental, financial and social sustainability. A sound Asset Management Policy and effective integrated asset management practice ensures economic systems are serviced and have opportunity for economic growth; the environment and amenity of the municipality is improved; and, community pride and wellbeing is enhanced through better infrastructure asset management practices that benefit service delivery to the community.

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

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

Legal

The endorsement of this Policy has no legal implications.

Policy Impacts

The Draft Asset Management Policy (2023) is supported by Council's Strategic Asset Management Governance Structure that provides a framework that supports adherence to the principles of the Policy. It also enables a consistent approach to drive continuous improvement across the organisation in its strategic asset management practice.

Officer's Declaration of Interests

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

12.4 Draft Asset Management Policy**Executive Summary****Risk Mitigation**

Failure to comply with this Policy is likely to result in increased risk of:

- Unsafe infrastructure;
- Infrastructure that is not fit for purpose;
- Assets that do not comply with Council's social, environmental and economic priorities;
- Assets with excessive on-going operational costs;
- Excess assets;
- Underinsured assets;
- Property damage;
- Service disruption;
- An increase in the renewal gap;
- A lack of compliance with statutory reporting requirements; or
- Performance management for staff who fail to adhere to the Policy

Conclusion

It is recommended that the Draft Asset Management Policy (2023) be publicly exhibited for consultation with the community prior to returning to Council for adoption.

This Policy has been written to guide the future management of all Council assets to meet community needs within financial and other practical constraints.

Adoption and adherence to the Policy is expected to ensure that Council assets are well managed throughout their lifecycle and support triple bottom line outcomes of environmental, financial and social sustainability.

ATTACHMENTS

Attachment A: [↓](#) Draft Asset Management Policy (2023)

12.4 Draft Asset Management Policy Officers' Assessment

Background

The Draft Asset Management Policy (2023) supersedes the previous version adopted by Council on 22 July 2019.

Council's Infrastructure represents a major investment (totalling \$2.09B (2021/22 Financial Report) which has grown significantly over many years.

Asset management is a core Council function and responsibility. To realise Council's vision and to meet increasing service delivery demands requires a functional and cost effective asset base. To achieve this, an integrated and multi-disciplinary approach to asset management is necessary.

Achieving best value in relation to both short and long-term service needs requires an understanding of the total costs associated with each asset over its lifecycle (from creation to disposal). Adopting a best practice approach to asset management will enable Council to safeguard the considerable investment required to sustain its asset portfolio for current and future generations.

Frankston City Council is committed to ensuring that all Council assets are appropriately managed and relevant to community needs. The Asset Management Policy is intended to:

- Establish a framework to ensure that asset management is undertaken in a structured, coordinated, cost effective and financially sustainable manner;
- Guide the ongoing review and update of Council's Asset Management Strategy, Asset Plan and Asset Management Plans;
- Ensure Council budgets provide the appropriate level of non-discretionary funding for renewal, maintenance and operation of existing assets ahead of discretionary funding for new assets and asset upgrades to ensure ongoing provision of existing levels of services; and
- Guide Council's decision making with respect to the Capital Works Program, Long Term Financial Plan, Best Service Reviews and Annual Budgets

This Policy if adopted will expire on the 30 June 2027, or earlier as deemed necessary by Council, and therefore it is ensured the policy will be reviewed at least once within each Council term. The Sustainable Assets Department will review, update and represent this policy to Council as required.

Issues and Discussion

The goal of infrastructure asset management is to meet the required level of service, in the most cost effective manner, through the management of assets for present and future customers. The key elements of best practice asset management are:

- taking a life cycle approach;
- developing cost-effective management strategies for the long-term;
- provide a defined level of service and monitoring performance;
- understanding and meeting the impact of growth through demand management and infrastructure investment;
- managing risks associated with asset failure;
- sustainable use of physical resources; and
- continuous improvement in asset management practices.

12.4 Draft Asset Management Policy
Officers' Assessment

A sound Asset Management Policy provides benefits related to asset and service integration, accountability, risk management, service management and financial efficiency. It results in:

- Improved governance and accountability;
- Enhanced service management and customer satisfaction;
- Improved risk management;
- Improved financial efficiency; and
- More sustainable decisions.

A holistic approach to the management of infrastructure assets is essential in order to provide services in the most cost-effective manner, and to demonstrate this to customers, investors and other stakeholders. Therefore, Frankston City Council requires a robust Asset Management Policy.

Options Available including Financial Implications

The Asset Management Policy is integral to Council's asset management framework and accordingly, it is recommended that Council endorse the updated Draft Asset Management Policy (2023).

The policy does not have any direct financial implications; it is Council's Asset Management Strategy, Asset Plan, Asset Management Plans and the Long-Term Infrastructure Plan (LTIP) that administer the financial elements of asset management. However, these documents adhere to this Policy, which provides the guiding principles for long-term sustainable management of Council's asset portfolio.

Asset Management Policy

A4911531

1. Policy Statement

Frankston City Council is committed to ensuring that all Council assets are appropriately managed and relevant to community needs. This Policy is intended to:

- 1.1 Establish a framework to ensure that asset management is undertaken in a structured, coordinated, cost effective and financially sustainable manner;
- 1.2 Guide the ongoing review and update of Council's Asset Management Strategy, Asset Plan, Service and Asset Management Plans;
- 1.3 Ensure Council budgets provide the appropriate level of non-discretionary funding for renewal, maintenance and operation of existing assets ahead of discretionary funding for new assets and asset upgrades to ensure ongoing provision of existing levels of services; and
- 1.4 Guide Council's decision making with respect to Life Cycle Costing, the Long-Term Infrastructure Plan (LTIP), Financial Plan, Service Planning and Annual Budgets.

2. Reason for Policy

A key function of this Policy to define the Asset Management Framework that will be used to guide Council in the planning and investment in community assets (refer Figure 1).

Frankston City Council has responsibility for the stewardship of assets for the benefit of current and future generations. The most recent valuation of Council's asset portfolio was \$2.09B (2021/22 Financial Report). Millions of dollars are spent annually managing and maintaining these assets. It is therefore important that Council employs sound asset management practices to ensure all Council assets are managed effectively and sustainably.

Implementation of the Policy is expected to achieve the following asset management objectives:

- 2.1 Council assets are well managed throughout their lifecycle;
- 2.2 Council will manage its asset portfolio in a manner that ensures its compliance to the relevant legislation and regulations;
- 2.3 Council assets support triple bottom line outcomes of environmental, financial and social sustainability;
- 2.4 Asset management decisions are based on an integrated process, which includes community participation, has a long term focus, and balances competing social, financial and environmental priorities;
- 2.5 Council is accountable for its asset performance and its asset management activities;
- 2.6 Non-discretionary funding for the maintenance, operation and renewal of existing assets is prioritised ahead of discretionary funding of new assets;
- 2.7 Council proactively inspects and protects its asset inventory and will seek to recover the cost for

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reinstating damages from the responsible third parties;

- 2.8 Council increases facility utilisation by reducing the current asset stock and the development of integrated multi-purpose facility hubs;
- 2.9 Council’s exposure to risk and litigation is reduced, in regard to asset failures, property risk exposure, damage and loss; and,
- 2.10 Council will continue to improve its knowledge and asset management practices (including staff training and competencies).

3. Scope

This Policy is established on:

- (a) A set of Policy statements aligned to organisational objectives that reflect overall asset management approach
- (b) A specific set of asset management principles

This Policy provides the guiding principles for long-term sustainable management of Council’s asset portfolio. The Policy defines the asset management framework which has been developed based on industry best practice guidelines such as the ISO 55000 asset management system requirements.

This Policy is applicable to all Council owned assets and all Council-managed assets (including leased assets) that:

- are used by the community;
- support the delivery of services provided for the benefit of the Frankston community; or
- are held by Council for future use

This Policy applies to all Councillors and Council officers involved in the acquisition, operation maintenance, upgrade, renewal and rationalisation of Council assets. The Policy applies to all contracts applicable in these areas. It also applies to all officers responsible for the delivery of services that make use of Council assets.

4. Authorisation

This Policy is managed by the Sustainable Assets Department, and is approved by Frankston City’s Mayor and Council’s Chief Executive Officer (CEO):

Mayor, Frankston City

CEO, Frankston City Council

in accordance with Frankston City Council resolution at its Ordinary Council meeting of dd mmm, 2023.

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| Approved by: Adoption by Council at its dd/mm/yyyy Council Meeting | Last revision: 25/05/2023 |

5. Revision date

This Policy will be reviewed and presented to Council no later than June 30, 2027 or earlier as deemed necessary by Council, and therefore once within each subsequent Council term.

6. Principles

This Policy is expected to deliver the following vision for asset management practices:

As stewards of community assets, Frankston City Council will provide assets that support the provision of best value services. Council assets will be accessible, safe and suitable for community use. The approach to asset management will be sustainable. It will balance competing community social, environmental and economic needs for the benefit of current and future generations.

To realise Council's vision and to meet increasing service delivery demands requires a functional and cost effective asset base. To achieve this, an integrated and multi-disciplinary approach to asset management is necessary.

Achieving best value in relation to both short and long-term service needs requires an understanding of the total costs associated with each asset over its lifecycle (from creation to disposal). Adopting a best practice approach to asset management will enable Council to safeguard the considerable investment required to sustain its asset portfolio for current and future generations.

This Policy is based on a set of guiding asset management principles. All asset management decisions will be guided by the following principles:

- 6.1 Ensure Assets Support the Services Provided by Council;
- 6.2 Community Involvement in Decision-Making;
- 6.3 Focus on Long-Term Sustainability;
- 6.4 Sustainable Investment in Capital Works;
- 6.5 Continuous Improvement in Data and Asset Management Information Systems;
- 6.6 Compliant Asset Accounting;
- 6.7 Legislative and Regulatory Compliance;
- 6.8 Compliance with Insurance Obligations;
- 6.9 Continuous Improvement in Risk Management;
- 6.10 On-going Training and Skill Development; and
- 6.11 Effective Performance Monitoring and Reporting.

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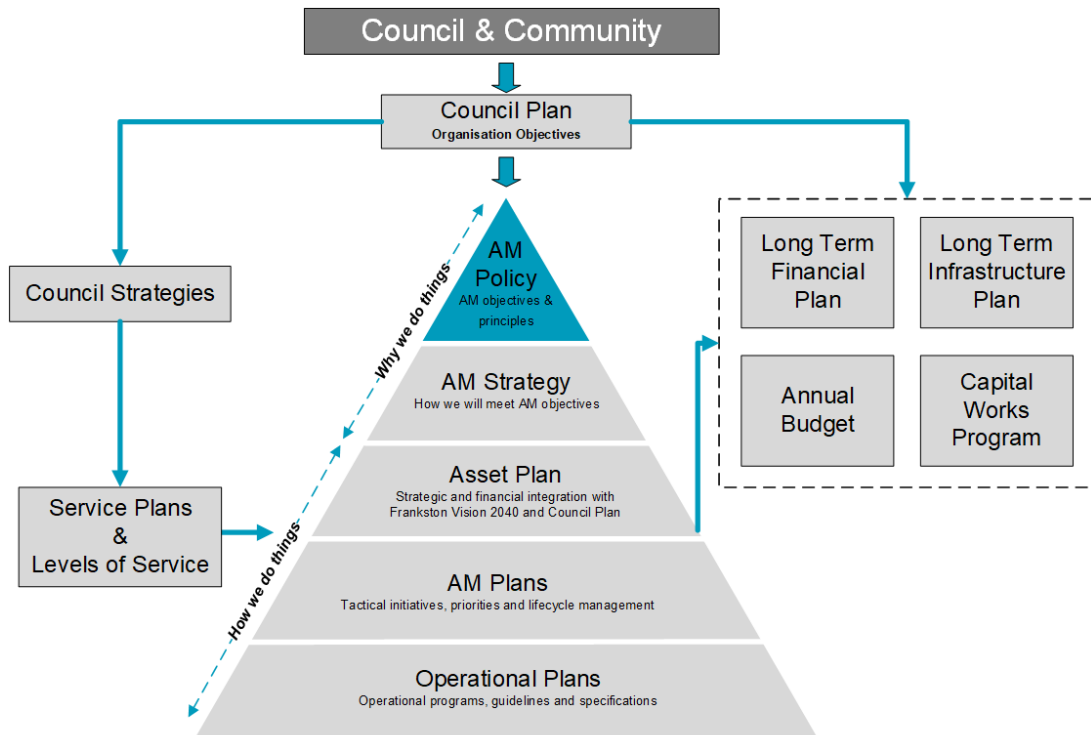


Figure 1: Asset Management Framework

7. Roles and Responsibilities

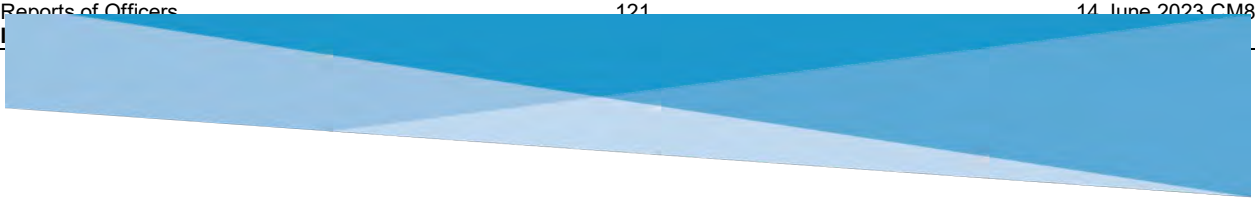
This Asset Management Policy will be adopted and implemented through the Strategic Asset Management Governance Structure to ensure integration of asset management planning and service delivery.

The roles and responsibilities of the Strategic Asset Management Governance Structure is defined as below:

7.1 Council:

- 7.1.1 Act as custodians and stewards of community assets.
- 7.1.2 Be aware of best practice asset management principles.
- 7.1.3 Ensure commitment to sustainable asset management principles is incorporated in the Council Plan.
- 7.1.4 Ensure that legal and statutory compliance obligations are met.
- 7.1.5 Approve organisational objectives, Asset Management Policy, Strategy and Plans.
- 7.1.6 Approve the alteration and/or rationalisation of under-utilised or surplus Council assets.

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7.1.7 Ensure appropriate financial resources for non-discretionary asset management activities are maintained in accordance with funding strategies of the Financial Plan & LTIP.

7.1.8 Establishment of service provision to balance community expectations and affordability.

7.2 Executive Management Team:

7.2.1 Act as the principle advocates (leadership) of community assets and establish organisational plans and objectives.

7.2.2 Ensure that legal and statutory compliance obligations are met.

7.2.3 Take overall responsibility for implementing the organisation’s objectives, Asset Management Policy, Strategy and Plans with agreed resources.

7.2.4 Facilitate the effective operation of Council’s Strategic Asset Management Team (SAMT).

7.2.5 Supports asset management requirements in relevant staff position descriptions and performance plans, and provide asset management learning and development programs.

7.2.6 Ensure that accurate and reliable information is presented to Council for decision-making.

7.2.7 Promote cross-functional collaboration and the importance of sustainable asset management practices within the organisation.

7.2.8 Ensure that Councillors and staff are adequately trained and skilled in sustainable financial, environmental and asset management practices.

7.3 Audit & Risk Committee:

7.3.1 Ensures municipal assets are compliant with relevant legislation and regulations.

7.3.2 Supports Council to be responsive to changes in legislation and regulations and provide appropriate funding to ensure compliance occurs in a timely manner.

7.3.3 Oversees the maintenance of road related assets to ensure ongoing compliance with the Road Management Plan.

7.3.4 Ensures the valuation of Council assets will be in accordance with the accounting standards applicable for local governments within the State of Victoria.

7.3.5 Monitors compliance with insurance obligations and ensures information regarding asset valuations and insurance replacement values are linked to the asset register.

7.4 Strategic Asset Management Team:

7.4.1 Have a broad understanding of asset management issues and the continuous improvement approach being adopted.

7.4.2 Monitor and report the delivery of the Asset Management Policy, Strategy, Plans and improvement actions to EMT.

7.4.3 Review and implement, where possible, external audit recommendations relating to asset management.

7.4.4 Raises awareness throughout the organisation of the benefits of committing to a strategic

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asset management approach.

- 7.4.5 Identify opportunities and support development for improvement in relation to the planning, development and management of assets.
- 7.4.6 Advocate for improved strategic asset management outcomes.
- 7.4.7 Recommends budget allocations for renewal expenditure as per Council's Financial Plan & LTIP.
- 7.4.8 Approves forward schedule of asset audits and AM Plan reviews.

7.5 Asset Managers and staff

- 7.5.1 Implement the Asset Management Policy, Asset Plan, Asset Management Strategy and Asset Management Plans.
- 7.5.2 Manage municipal assets in consideration of long term sustainability.
- 7.5.3 Develop and implement tactical and operational plans (such as maintenance programs, capital works programs) in accordance with the relevant Asset Management Plan and works management plans.
- 7.5.4 Establish service delivery needs and define service levels in consultation with local community stakeholders, and balances competing social, financial and environmental priorities.
- 7.5.5 Ensure that appropriate infrastructure is provided and maintained to meet service delivery needs.
- 7.5.6 Development of levels of service, KPIs and service delivery to agreed risk and cost standards.
- 7.5.7 Ensure an asset options evaluation process is undertaken whenever an asset is no longer required to support the current service.
- 7.5.8 Prepare State of Assets Report and Asset Management Improvement Action Status Report and performance reporting against levels of service and KPIs.
- 7.5.9 Adhere to SAMT initiatives.

8. Policy non-compliance

Failure to comply with this Policy is likely to result in increased risk of:

- 8.1 Unsafe infrastructure;
- 8.2 Assets that are not fit for purpose;
- 8.3 Assets that do not adhere to with Council's social, environmental and economic priorities;
- 8.4 Assets with excessive on-going operational costs;
- 8.5 Failure to rationalize surplus assets;
- 8.6 Underinsured or uninsured assets;
- 8.7 Property damage;
- 8.8 Service disruption;

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- 8.9 An increase in the renewal gap;
- 8.10 Failure to comply with statutory reporting requirements; or,
- 8.11 Performance management for staff who fail to adhere to the Policy

9. Related documents

Council's Planning and Accountability Framework is fundamentally guided by legislative requirements. The framework is also informed by community expectations.

The Council Plan 2021-2025 guides the organisation's overall strategic direction. The Council Plan acknowledges that strategic asset management is essential for effective delivery of community services in a financially responsible manner.

Council's Strategic Resource Plan and a number of other high-level strategic documents, including this Policy, support the delivery of the strategic objectives set out in the Council Plan.

All revised Asset Management Plans will be adopted by Council and will be informed by community consultation and local government financial reporting frameworks. The Asset Management Plans will incorporate service level targets, and include predictive financial modelling that will inform Council's future Long Term Financial Plan and budgets.

This Policy has been developed in keeping with ISO 55000 standards (2014) and the recommendations in the International Infrastructure Management Manual (2015) published by the Institute of Public Works Engineering Australasia (IPWEA).

10. Implementation of the Policy

Following adoption of this policy the Strategic Asset Management Team (SAMT) will be responsible for delivery of this Policy required to operate the Asset Management Framework including the Asset Management Strategy, Service and Asset Management Plans.

The SAMT is composed of representatives from all areas of Council and will ensure Council has an integrated approach to continuous improvement in its asset management practices and capabilities.

SAMT will meet regularly and its meetings, and other existing internal communication mediums, will be utilised to explain the key features of this policy to all affected staff.

Implementation of this policy requires the development and adoption of revised Asset Management Strategy, Service Plans and Asset Management Plans guided by the principles outlined in this policy.

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11. Definitions

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| Asset | <p>An item or entity that has potential value to Council, and for which the Council has a responsibility.</p> <p>Assets include: infrastructure assets (i.e. roads, footpaths, cycle paths, kerbs and channels, street furniture, signage, street trees, bridges, buildings, drains, playgrounds, open space and sporting reserve infrastructure); cultural assets (i.e. art collections); office equipment (software, desks, computers, etc.); vehicles; plant equipment and associated infrastructure required for the delivery of Council services (which may be non-Council and managed or utilised through a formal agreement).</p> |
| Asset Management (AM) | <p>The coordinated activity to realise lifecycle value from assets in delivery of its objectives</p> |
| Best Value | <p>The optimal mix of cost, customer requirements and sustainability (environmental, social, and economic).</p> |
| Discretionary Funding | <p>Funding for the provision of new assets to support delivery of new, improved, or expanded services.</p> <p>Funds should only be allocated only when all non-discretionary requirements are met.</p> |
| Environmental Sustainability | <p>A proactive approach to environmental management that conserves natural resources and minimises the environmental impact on the natural world.</p> |
| Financial Sustainability | <p>The financial sustainability of a Council is determined by its ability to manage expected financial requirements and financial risks and shocks over the long term without the use of disruptive revenue or expenditure measures; which is determined by:</p> <ul style="list-style-type: none"> (i) healthy finances in the current period and long term outlook based on continuation of the Council’s present spending and funding policies and given likely economic and demographic developments; and (ii) ensuring asset renewal/replacement expenditure matches forward looking Asset Management Plan expenditure needs. |
| Lifecycle Cost | <p>Total expenditure required throughout the life of an asset in order to fund the creation, design, construction, operation, maintenance, renewal and disposal of the asset, so that the asset can deliver the desired service level over its life.</p> |
| Non-Discretionary Funding | <p>The concept is that once an asset is owned, Council has a responsibility to maintain its serviceability. This responsibility is non-discretionary and therefore funding for</p> |

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asset risk mitigation, maintenance and renewal, which are necessary to maintain the asset in a condition suitable for service delivery, is non-discretionary.

Service A combination of tangible and intangible benefits that can be produced and consumed.

Level of Service A relevant measurable standard or target that reflects the required performance to meet agreed community expectations in relation to the type, quality and quantity of services delivered by Council.

Renewal Gap The difference between *Current Renewal Expenditure* and the *Required Renewal Expenditure* considered necessary to renew assets to enable services to continue at their desired level.

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Executive Summary

12.5 Adoption of Footpath Trading and Parklet Guidelines

Enquiries: Tammy Beauchamp: Communities

Council Plan

| | |
|----------|---|
| Level 1: | 5. Thriving Economy |
| Level 2: | 5.5 Leverage the emerging connection between Frankston City's café and dining culture through the revitalisation of public spaces |

Purpose

To present to Council for adoption the *Footpath Trading and Parklet Guidelines*.

Recommendation (Director Communities)

That Council:

1. Notes the feedback received from targeted engagement with business operators and other business stakeholders and limited community consultation on the new draft *Footpath Trading and Parklet Guidelines* which was conducted from 11 April to 9 May 2023;
2. Notes the changes made to the draft *Footpath Trading and Parklet Guidelines* in response to feedback received via the engagement process;
3. Adopts the *Footpath Trading and Parklet Guidelines*; and
4. Endorses the publication of notice of this (a) on the Council's internet site; and (b) in any other manner prescribed by the regulations for the purposes of this section 76(3) of the Local Government Act 2020.

Key Points / Issues

- At the Council Meeting on 3 April 2023, it was resolved that Council:
 1. *Notes the work completed to date to review the current Frankston City Council 'Kerbside Trading' guidelines;*
 2. *Endorses targeted engagement with business operators and other business stakeholders and limited community consultation on the new draft Footpath Trading and Parklet Guidelines for a period of 4 weeks;*
 3. *Seeks a report back at the 14 June 2023 Council Meeting to consider the adoption of the new Footpath Trading and Parklet Guidelines."*
- Targeted engagement with business operators and other business stakeholders and limited community consultation on the new draft Footpath Trading and Parklet Guidelines was conducted from 11 April to 9 May 2023.
- Feedback received via the engagement process demonstrated overall support for the new draft guidelines including:
 - Proposed 2023-24 fees
 - Both 6 and 12 month permit options
 - Clarity of the application process
 - Comprehensive diagrams

12.5 Adoption of Footpath Trading and Parklet Guidelines**Executive Summary**

- Additional feedback received via the engagement process on further improvements to the draft guidelines were considered and subsequently addressed in the final document including:
 - Clear explanation that 6 month permits apply from 1 October to 30 March each year, paid once annually in advance
 - Clear statement of Council support for people with disabilities and/or special access needs
 - Images of people with disabilities and/or special access needs using footpath trading areas.

Financial Impact

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

Consultation**1. External Stakeholders**

Comprehensive targeted engagement was carried out with business operators and business stakeholder groups from 11 April to 9 May 2023.

Business operators and business stakeholder groups were informed of the new Draft guidelines, and invited to provide feedback via the Engage Frankston website.

A 'question and answer session' was held with the Frankston Disability, Access and Inclusion Committee on 9 May 2023, and members of the community were also invited to provide feedback via the Engage Frankston website during the engagement period.

Further information on feedback received can be found in Attachment A: *Footpath Trading and Parklet Guidelines - Engagement Report*.

2. Other Stakeholders

Internal stakeholders from across the organisation have been consulted and have provided input during the development, review and finalisation of the new guidelines.

Analysis (Environmental / Economic / Social Implications)

The *Footpath Trading and Parklet Guidelines* aim to support a thriving local economy by providing businesses with the information needed for them to take up opportunities to display signage or goods, to offer outdoor dining and/or to apply to Council for approval to install a new extended outdoor dining parklet.

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

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

Legal

Council's Community Local Law 2020 incorporates Kerbside Trading Guidelines (clause 2.13(b)).

Endorsement of the new *Footpath Trading and Parklet Guidelines* must comply with the requirements in section 76 of the Local Government Act 2020.

12.5 Adoption of Footpath Trading and Parklet Guidelines**Executive Summary**

If Council chooses to adopt the new *Footpath Trading and Parklet Guidelines*, section 76(3) of the Local Government Act 2020 requires publication of notice of this (a) on the Council's internet site; and (b) in any other manner prescribed by the regulations for the purposes of this section.

Policy Impacts

The *Footpath Trading and Parklet Guidelines* will replace the current Frankston City Council *Kerbside Trading Guidelines*.

Officer's Declaration of Interests

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

Risk Mitigation

Potential risks in relation to business operators not being supportive of the new guidelines have been mitigated by undertaking a comprehensive targeted engagement program prior to seeking adoption of the new guidelines.

Conclusion

The current Frankston City Council *Kerbside Trading* guidelines were endorsed in 2009. New draft *Footpath Trading and Parklet Guidelines* were developed to update the existing guidelines and to address key issues.

Targeted engagement with business operators and other business stakeholders and limited community consultation on the new draft *Footpath Trading and Parklet Guidelines*, demonstrated overall support for the new guidelines and also identified further improvements to the draft guidelines which were considered and subsequently addressed in the final document.

Adoption of the *Frankston City Council Footpath Trading and Parklet Guidelines* by Council will support a thriving local economy by providing businesses with the information needed for them to take up opportunities to display signage or goods, to offer outdoor dining and/or to apply to Council for approval to install a new extended outdoor dining parklets.

ATTACHMENTS

Attachment A:[↓](#) Footpath Trading and Parklet Guidelines - Engagement Report

Attachment B:[↓](#) DRAFT Footpath Trading and Parklet Guidelines



Engagement Report

Project Overview

The current Frankston City Council 'Kerbside Trading' guidelines were endorsed in 2009. A comprehensive review of the current guidelines identified that they do not allow for flexibility and require updating to reflect current urban design standards and new Draft Footpath Trading and Parklet guidelines were developed to address this. Council endorsed targeted engagement with business operators and other business stakeholders and limited community consultation on the new draft Footpath Trading and Parklet Guidelines, commencing 11 April 2023 for a period of 4 weeks.

Quick Engagement Stats



Engagement Process

Comprehensive targeted engagement was carried out with business operators and business stakeholder groups from 11 April to 9 May 2023. Business operators and business stakeholder groups were informed of the new Draft guidelines, and invited to provide feedback via the Engage Frankston website.

To ensure stakeholders were informed of the draft guidelines and to encourage them to provide feedback, the following outreach activities were delivered:

- 500 postcards hand delivered to businesses across Frankston
- Email to 160 current kerbside trading permit holders
- Email to Frankston Business Collective
- Email to the Frankton Social enterprise Hub
- Invest Frankston Business e-News
- Social media posts on Instagram and Facebook

A 'question and answer session' was held with the Frankston Disability, Access and Inclusion Committee on 9 May 2023, and members of the community were also invited to provide feedback via the Engage Frankston website during the engagement period.

Summary of outcomes

Engage Frankston

30 survey responses were received via the Engage Frankston website about the new draft guidelines. Responders comprised:

- 14 current business owners (8 with current kerbside trading permits)
- 16 community members

Key findings include:

- 30% of respondents believe the proposed 2023-24 fees were fair and reasonable
- 63% agreed with Council offering both 6 and 12 month permit options
- 60% indicated that the application process was clearly explained
- 63% indicated that the diagrams were helpful and detailed enough
- 57% indicated that they supported the draft guidelines

Frankston Disability and Access Inclusion Committee

Members of the committee were generally very supportive of the inclusion of 'access' as a key principle in the guidelines but would like this to be made more obvious in the document. Feedback from committee members also included:

- Supportive of 2mtr clearance, including pathways from roads to footpaths
- Suggest people with access needs included in guideline images/diagrams

Recommendations & Next Steps

Recommendations

Amend the draft guidelines to include the following additions:

- Clear explanation that 6 month permits apply from 1 October – 30 March each year, but paid once annually in advance.
- Clear statement of Council support for people with disabilities and/or special access needs
- Images of people with disabilities and/or special access needs using footpath trading areas

Complete an updated footpath trading and parklet fee benchmarking activity to ensure the proposed 2023-24 fees are comparable with similar LGAs.

Next Steps

Seek Council adoption of the new Frankston City Council Footpath Trading and Parklet guidelines at the 14 June Council Meeting.

Frankston City Council Footpath Trading & Parklet Policy Guidelines 2023



opportunity >> growth >> lifestyle



Acknowledgement of Country

Frankston City acknowledges the Bunurong people of the Kulin Nation as the Traditional Custodians of the lands and waters in and around Frankston City, and value and recognise local Aboriginal and Torres Strait Islander cultures, heritage and connection to land as a proud part of a shared identity for Frankston City.

Council pays respect to Elders past and present and recognises their importance in maintaining knowledge, traditions and culture in our community.

Council also respectfully acknowledges the Bunurong Land Council as the Registered Aboriginal Party responsible for managing the Aboriginal cultural heritage of the land and waters where Frankston City is situated.



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1.0 Introduction

1.1 Purpose Of These Guidelines

The purpose of the Footpath Trading and Parklet Policy Guidelines (the Guidelines) is to provide clear and simple guidance to assist businesses with their applications to establish new or extend existing outdoor dining and trading areas.

The Guidelines will provide Council with a clear decision-making framework for the evaluation of applications and the enforcement of Footpath Trading and Parklet permits.

Frankston City Council (Council) is committed to supporting local businesses and maintaining a high quality and functional public realm through the delivery of well-designed accessible outdoor dining and economic opportunity. These areas contribute to creating great places, economic opportunity, vibrant streetscapes and promote a rich and dynamic public life accessible to everyone.

1.2 Where Do These Guidelines Apply & To Whom?

These guidelines apply to all businesses seeking to use a public footpath, street, laneway, nature strip, car park, or other public space for the purpose of trade, advertising, decoration, outdoor dining and are applicable in the following locations:

- Directly outside their business
- Directly outside their business and onto a neighbouring property
- A laneway or street with or without an existing intermittent closure
- Extended outdoor dining (Parklet).

If a business wishes to place any item on the footpath to support its trading it must first obtain a permit from Council. Items placed within the public realm can include:

- Outdoor dining elements (including tables and chairs, screens, umbrellas, outdoor heaters)
- Planter boxes & landscaping elements (e.g. pot plants)
- Display of goods (e.g. fruit and vegetable stands)
- Temporary advertising signs (including A-Frame signs)

It is important to remember that the commercial use of public space is not a right but a privilege. Council will only approve Footpath Trading and Parklets where access, community safety and the amenity of the streetscape can be guaranteed.

Footpath Trading and Parklets will not be permitted where:

- It obstructs the safe, continuous and dignified access of pedestrian traffic along the footpath
- It obstructs the movement or safe operation of vehicular traffic along a road or intersection
- It impairs the vision or lines of sight of pedestrians or drivers along a road or at an intersection of a road (including driveways and other private access points).

Council will only accept and assess Parklet applications on Local Roads. The relevant state authority will need to be consulted by the business for any interventions on a State Road.

1.3 Legal Context

Council has adopted Footpath Trading & Parklet Policy Guidelines for the purposes of the *Community Local Law 2020*, which identify principles to be upheld when considering applications for permits, to ensure a practical balance between the needs and interests of pedestrians and adjoining businesses, and:

- the whole of the Guidelines is incorporated into and forms part of this Local Law; and
- the Guidelines must be made available for inspection at the Council offices and service centres during normal business hours and published on Council's website.

1.0 INTRODUCTION



2.0 Principles & Design Guidance

2.1 Guiding Principles

- The following principles have been developed to provide guidance for successful Footpath Trading and dining areas.
- All permit applications should adhere to the principles of being safe, accessible, attractive, enjoyable and well maintained.

2.0 PRINCIPLES & DESIGN GUIDANCE

WHAT DO THE PRINCIPLES MEAN?



ACCESSIBLE

This principle seeks to facilitate safe, functional, active and inclusive public streets and spaces. It considers the access needs of all public space users and modes of transport to ensure their passage is convenient, safe, equitable and efficient. In particular, it seeks to facilitate Footpath Trading and dining that is able to be accessed, used and enjoyed by people of all ages and abilities. It also prioritises access for active modes of transport like walking and cycling over motor vehicles.



SAFE

Safety and the perception of safety is essential for a successful and enjoyable public realm experience. Footpath Trading and dining areas must be and feel safe to use to succeed. This principle considers the safety of all public realm users and how they will use, perceive, interact with and be impacted by Footpath Trading and outdoor dining. This includes the arrangement, design and location of street and business furniture, services and equipment, opportunities for passive surveillance, access, and conflicts between pedestrians, cyclists and vehicles.



ATTRACTIVE

The design and appearance of Footpath Trading and dining should contribute positively to the public realm experience and entice people to use the spaces. Their design should consider and respond appropriately to the surrounding context and preferred character of an area (e.g. coastal or industrial locations) through a considered use of materials, colour palette, planting and furniture selection.



ENJOYABLE

Well-designed and maintained Footpath Trading and dining is essential to providing comfortable spaces for people to enjoy, sit and linger without any obstructions. Outdoor elements such as furniture, signage or planters should be integrated into the street in a way that does not compromise existing uses, services, building or driveway entrances, emergency access and all equitable access.



WELL MAINTAINED

The material used in the palette should be relevant to the Design Standard Guidelines and be robust, weather resistant and easy to maintain. Locally sourced material that aligns with Council ESD principles is strongly recommended. The aging of the built environment should also be taken into consideration and speculate into the future. It is expected that furniture is stored inside building premises when not in use.

2.2 Footpath Zones

Footpath Zones have been identified to facilitate Footpath Trading while maintaining a functional and accessible footpath environment. These zones are aimed to maintain clear and unobstructed access for pedestrians walking along the footpath, as well as pedestrian access from vehicles in kerb side parking.

These zones are identified as (See Figure 01):

- Pedestrian Zone
- Trading Zone
- Kerbside Zone

Footpath Trading is usually considered appropriate where the footpath is greater than 3.3 meters wide to allow space for all three identified zones. Footpath Trading may be possible where the footpath width is less than 3.3 metres based on an assessment and approval from Council officers.

2.2.1 PEDESTRIAN ZONE

The Pedestrian Zone extends from the property boundary to the potential Trading Zone for a minimum of 2.0 metres into the footpath, allowing for a clear unobstructed path for pedestrians. Although 2.0 metres is the preferred Pedestrian Zone width, existing street scape widths will be reviewed on a case-by-case basis.

Council reserves the right to vary the Pedestrian Zone depending on pedestrian needs, vehicle traffic and access, and existing footpath widths.

2.2.2 TRADING ZONE

The Trading Zone is the remaining area of the footpath between the Pedestrian Zone and the Kerbside Zone. It is the only section of the footpath which may be used for commercial activity in accordance with a permit. There is a minimum Trading Zone width of 0.7 metres.

Where deemed appropriate, the Trading Zone may occupy part of a nature strip. Works may be required to be undertaken at the expense of the businesses to ensure a safe and accessible Trading Zone is achieved. Council expects the remediation of the site back to its original condition if outdoor trading is discontinued.

2.2.3 KERBSIDE ZONE

The Kerbside Zone is located between the Trading Zone and the back of kerb. The Kerbside Zone has a minimum width of 0.6 metres and is important for the safety of pedestrians crossing the road, allowing access to and from parked vehicles. It must always be kept clear from any items or structures.

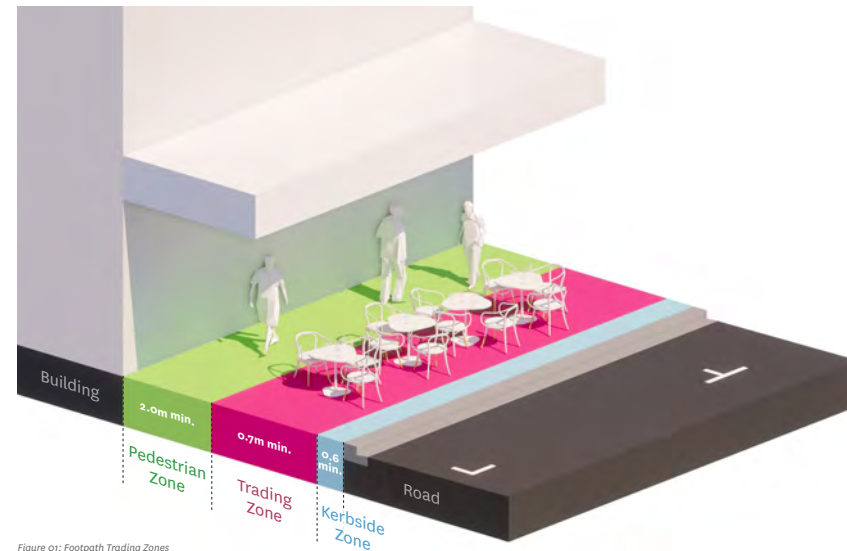


Figure 01: Footpath Trading Zones

2.0 PRINCIPLES & DESIGN GUIDANCE

2.3 General Clearances & Setbacks

A setback of 0.6 metres is required from each property boundary of a business to ensure pedestrian access to car parking and the broader streetscape.

Items (including signs and awnings) may only be hung from a building where a minimum clearance between the hanging object and the footpath directly below is a minimum of 2.4 metres. Consent will not be given to reducing this clearance distance. The item must be secured to the satisfaction of Council to ensure it does not fall onto pedestrians.

A 1.5 metre offset (less if permitted by an authorised officer of Council) must be provided from existing street furniture or other infrastructure, including, but not restricted to:

- Seats and benches
- Bollards
- Litter bins
- Bike racks
- Post boxes
- Telephone boxes
- Public transport stops and shelters
- Traffic signal boxes and service pits
- Fire hydrants and other emergency assets
- Street trees/garden beds/public planter boxes
- Taxi ranks
- Disabled parking bays
- Loading zones.

Council officers may review the location of existing street furniture and facilitate the relocation to enable the creation of a Footpath Trading Zone during the application process.

The request to relocate existing street furniture will be considered on a case-by-case basis and identify opportunities to provide an appropriate alternative location/s for existing street furniture to maintain streetscape amenity. The applicant may be responsible for the cost of relocating existing street furniture.

See Section 4.2 - Outdoor Elements & Furniture Guidelines for a detailed list of conditions and clearances of furniture and infrastructure. Location of existing furniture can be assessed as part of a new application.

2.4 Operation & Compliance

A footpath may only be used for Footpath Trading during a business' operating hours. All furniture should be removed and stored by the operator within their premises outside of trading hours. This is to allow Council to undertake programmed maintenance and street cleansing.

All activities must be positioned and contained within the Trading Zone, and cannot pose a trip hazard or impede the safe flow and movement of pedestrian traffic. Business operators must ensure all relevant legislation, permits, licences, leases, local laws are complied with at all times.

2.5 Eligibility

Note that each site is subject to individual assessment, based on context, amenity, urban design & traffic outcomes, safety and overall contribution to the street. Parklets have an added layer of complexity, where Council needs to consider the wider parking availability, speed limits and traffic conditions for each site.

Footpath Trading and Parklets are not intended to privatise the public realm. Any proposal which fully encloses outdoor dining or creates visual and physical privatisation of the public realm will not be approved.

2.6 Consent Conditions

Council will consider requests to occupy unused footpath space in front of immediately neighbouring businesses. Applicants must obtain prior consent from the property owner and occupier of the neighbouring property.

Consent must be written and provided as evidence in the application process. If consent is not provided by adjoining businesses, council may refuse the application.

2.7 Permit & Associated Costs

Footpath Trading and Parklets can raise the profile of a business, attract more customers and increase revenue but the costs of applying, providing furniture and infrastructure should be considered.

Annual fees are determined for the upcoming 12 month period as a part of Council's annual budget process. For application and permit fees go to:

www.frankston.vic.gov.au

1300 322 322.

Businesses may choose from 6 month (October - March) or 12 month permits.

Both 6 and 12 month permit fees are paid once annually.

FOOTPATH TRADING

Fees for Footpath Trading charged per m².

PARKLETS

Fees for Parklets are charged per m², per year.

2.8 Traffic Implications

FOOTPATH TRADING

Council will assess applications on a case-by-case basis taking into consideration traffic conditions, patron safety, amenity and access for pedestrians, residents and all other road users. There may be some areas that are not appropriate for Footpath Trading because of safety and amenity conditions.

PARKLETS

Council will only accept and assess Parklet applications on Local Roads. The relevant state authority will need to be consulted by the business for any interventions on a State Road.

To ensure safety, Parklets must first be approved by Council's Traffic Engineer from the Engineering Services department. Parklets will require a review by Council relevant to it's specific location to ensure safety.

Risk assessments of on-street Parklet applications will be carried out by Council during the approval process. Independent road safety audits will also be carried out as required.



2.9 Site Plans

A drawn site plan for both the existing conditions and the proposed works must be submitted with the application. Photographs of the site should also be included in the application, clearly showing the proposed Footpath Trading or Parklet area relative to buildings, adjacent properties, residential dwellings and existing features in the footpath.

2.9.1 EXISTING CONDITIONS

A site plan of existing conditions at a scale of 1:100, or a full colour photograph which clearly shows:

| Footpath Trading | Parklet |
|---|---|
| Property address, north point, site boundary | Property address, north point, site boundary |
| Width of the business frontage and width of the footpath from front of kerb to the front property boundary | Width of the business frontage and dimensions of the parking area from front of kerb to the back of the parking area |
| At least 20m either side of trading area | At least 20m either side of Parklet |
| Location of adjacent buildings and use | Location of adjacent buildings and use |
| Location of building entrances | Location of building entrances |
| Location of existing trees, light poles, signs, existing street furniture, pits, fire hydrants, car parking, bus stops and other infrastructure on the footpath | Location of existing trees, light poles, signs, existing street furniture, pits, fire hydrants, car parking, bus stops and other infrastructure on the footpath |
| | Traffic conditions including parking (e.g. loading zone, 1hr park, bus stop, DDA parking and speed limits etc.) |

2.9.2 PROPOSED WORKS

A site plan of proposed Footpath Trading and/or Parklet proposal at a scale of 1:100 which clearly shows:

| Footpath Trading | Parklet |
|---|--|
| Property address, north point, site boundary | Property address, north point, site boundary |
| Trading Zone | Trading Zone |
| Proposed location of chairs, tables, screens, awnings, heaters, umbrellas, or planter boxes | Proposed location of Council supplied infrastructure |
| Number of tables and chairs to comply with the density quotient as outlined by the Chief Health Officer | Proposed location of any chairs, tables, screens, awnings, heaters, umbrellas, or planter boxes, vehicle mitigation barriers and details of DDA access |
| | Proposed location vehicle mitigation barriers, DDA access and weather protection |

2.9.3 EXAMPLE PLANS

See Appendix A-H for examples of both Existing Conditions Plans and Proposed Works Plans.

2.10 Operation & Management

Cleaning and operational requirements (see table below):

| Footpath Trading | Parklet |
|--|--|
| All furniture to be returned inside the building premises to allow for Council cleaning | Permit holders must maintain clean and well-maintained infrastructure |
| Ensure compliance with permit conditions at all times and ensure that the pedestrian clear path of travel and Kerbside Zone is not obstructed | Ensure compliance with permit conditions at all times and ensure that the infrastructure remains within the agreed boundaries |
| Ensure wait staff facilitate free access by all footpath users and give pedestrians priority right of way | Ensure wait staff facilitate free access by all footpath users and give pedestrians priority right of way |
| Regular cleaning of the Footpath Trading Zone by staff ensures rubbish does not accumulate and become windblown into neighbouring areas. | All furniture such as tables and chairs must be removed from Parklet at the end of trade each day, unless otherwise approved |
| Areas within and around the Footpath Trading Zone should also minimise the potential for personal injury. Appropriate selection of furniture and fittings, as well as regular maintenance of items is important | The permit holder must not place condiments / napkins / eating utensils on the tables in the Parklet unless diners are seated and are placing an order |
| Temporary outdoor dining furniture (e.g. tables, chairs, umbrellas) must be returned to inside of property to allow street cleaning of footpaths, laneways and street furniture to be undertaken overnight outside of normal trading hours | The café Parklet must be cleaned and maintained in a neat and tidy condition at all times and in accordance with the operation and management responsibilities |

2.11 Removal of Works

Once a business decides it no longer needs Footpath Trading or Parklets, these must be removed and the public realm returned to its original condition. Businesses have 6 weeks to remove all infrastructure.

FOOTPATH TRADING

A Footpath Trading Zone may need to be removed temporarily or permanently for improvements, maintenance or other works as required by Council or its contractors. Council will give the permit holder as much notice as possible.

PARKLETS

A Parklet may need to be removed temporarily or permanently for streetscape improvements or other works as required by Council, its contractors or other third-party construction managers. Council will give the permit holder as much notice as possible.

In instances where emergency vehicles need access or emergency works such as a burst water main, gas leak or fallen power line, removal of all furniture and equipment is required immediately. Where a Parklet is required to be temporarily removed (exclusive of emergency works), the cost for removal and re-installation will be at permit holder's expense.

3.0 Application Requirements

3.1 Permit Application Process

Council is committed to making the application process for Footpath Trading and Parklet Permits as easy as possible for businesses.

An approved permit is required prior to any Footpath Trading or Parklet activity commencing. It is also recommended any prospective investor/business operator review these Guidelines prior to committing to any lease or contract.

Footpath Trading can include the use of the footpath directly in front of a venue, but can also include footpath space directly in front of neighbouring properties, or a variety of other public spaces that may be appropriate (See Section 4.1 - 4.3 for more detail).



3.2 Application Requirement Checklist

3.2.1 PRE-APPLICATION

| Check | Item |
|-------|--|
| | Review the Council Footpath Trading and Parklet Guidelines |
| | For new Parklets only - submit an expression of interest via Council's Economy, Investment and Activation team at business@frankston.vic.gov.au . The team will then assist with determining site feasibility and any additional requirements |
| | Determine proposed design layout including trading furniture and/ or signage |
| | Obtain written neighbouring property consent, if applicable * |

*If the applicant is seeking to trade on unused footpath space in front of a neighbouring property written consent must be obtained from the neighbouring property, including the land owner and business operator) before Council will approve the application.

Note: Applications on State Roads require DTP approval.

3.2.2 APPLICATION

| Check | Item |
|-------|--|
| | Submit an application form via the Council website at www.frankston.vic.gov.au including the following documentation: <ul style="list-style-type: none"> - Business details and location - Applicant contact details - Proposed design layout including trading furniture or signage - Site plan - Written neighbouring property consent, if applicable |
| | Pay application fee |

3.2.3 ASSESSMENT

| Check | Item |
|-------|--|
| | Council officers conduct a site visit to review the proposed trading area, if required |
| | Council officers conduct a pedestrian and traffic safety assessment, if required* |
| | Assessment of application completed by Council officers |

3.2.4 CONDITIONAL APPROVAL

| Check | Item |
|-------|---|
| | Receive notice of conditional approval and annual permit fee invoice. |

3.2.5 FINAL APPROVAL & ISSUE OF PERMIT

| Check | Item |
|-------|--|
| | Submit Certificate of Public Liability Insurance and pay permit fee invoice. |
| | Successful applicants will receive a Footpath Trading and/or Parklet permit which must be displayed in the business premise window at all times. |
| | Condition of the permit must be abided by at all times. |



4.0 Footpath Trading & Parklet Guidelines

4.1 Footpath Trading Guideline

All commercial venues may apply to extend their service area into a variety of public spaces. Examples include footpaths, nature strips, on-street car parking spaces immediately outside their business, or in a laneway or small street.

The place-based scenario diagrams throughout all of **Section 4.1** demonstrate the spatial requirements for Footpath Trading (for Parklet Trading options, see **Section 4.3**). These Footpath Trading diagrams show a variety of scenarios and include the following examples:

- **OPTION 01** - Trading directly outside a business. (Refer **Section 4.1.1**)
- **OPTION 02** - Trading directly outside a business and in front of neighbouring property/business. (Refer **Section 4.1.2**)
- **OPTION 03** - Trading on a Corner Site. (Refer **Section 4.1.3**)
- **OPTION 04** - Trade into a laneway with no service/vehicle access. (Refer **Section 4.1.4**)
- **OPTION 05** - Trade into a laneway with an existing intermittent closure. (Refer **Section 4.1.5**)

GENERAL ELIGIBILITY REQUIREMENTS

- Be a business operating from a commercial premises in Council.
- Meet the Location Criteria requirements outlined in **Section 1.2**.
- Have provided all information required by Council (See **Section 3.2**).
- The applicant business must provide evidence of a commercial lease agreement or evidence confirming that the ownership of the property is in the business owner's name. The lease must be current for the duration of the Footpath Trading permit.

GENERAL DESIGN REQUIREMENTS

- Applicants must ensure a 2.0 metre minimum clear path of travel between the building line and the Trading Zone.
- If the Trading Zone extends longer than 10.0 metres, a 1.2 metre spacing within this 10.0 metres is required to allow for pedestrian access.
- The Trading Zone width has a minimum dimension of 0.7 metres and must be offset from infrastructure/furniture by a minimum dimension of 1.5 metres.
- Applicants are required to show a 0.6 metre minimum offset from the neighbouring property and a 0.6 metre offset from the back of kerb for location of all Footpath Trading elements.
- Council assessment required to check if adequate sight lines are achieved.

4.0 FOOTPATH TRADING & PARKLET GUIDELINES

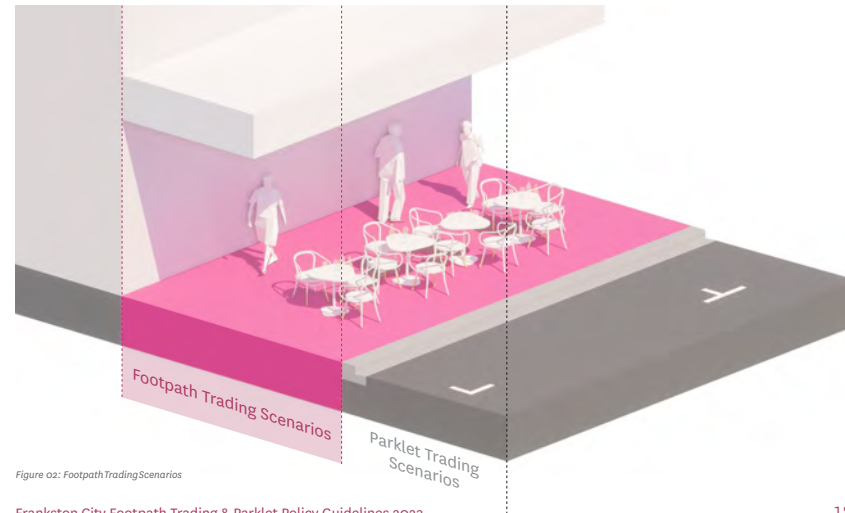


Figure 02: FootpathTradingScenarios

- 4.1.1 TRADING OPTION 01
- TRADING DIRECTLY OUTSIDE A BUSINESS
- This Trading Option relates to applicants wanting to trade directly outside their business within their allocated Footpath Trading area.
- SITE SPECIFIC ELIGIBILITY
- Refer Section 4.1 for general eligibility requirements.

- SITE SPECIFIC CONSENT
- Consent from adjoining businesses is not needed.
- SITE SPECIFIC DESIGN REQUIREMENTS
- Refer Section 4.1 for general design requirements.

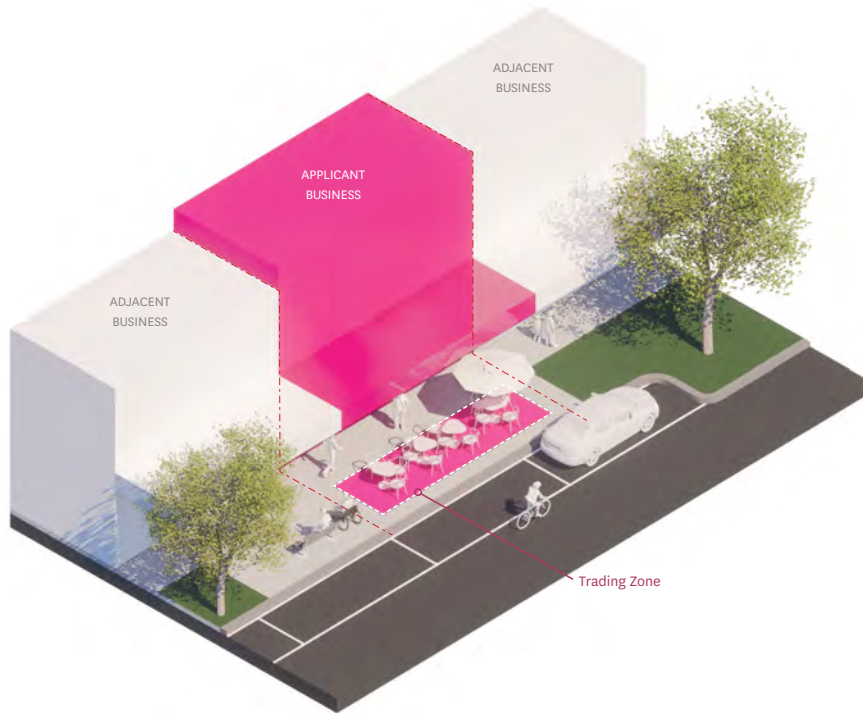


Figure 03: Option 01 Diagram

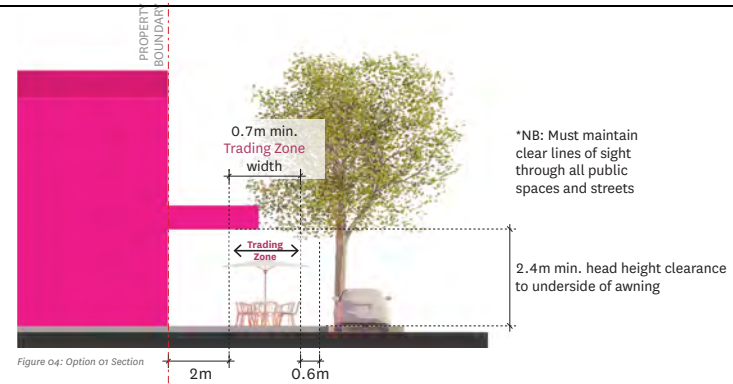


Figure 04: Option 01 Section

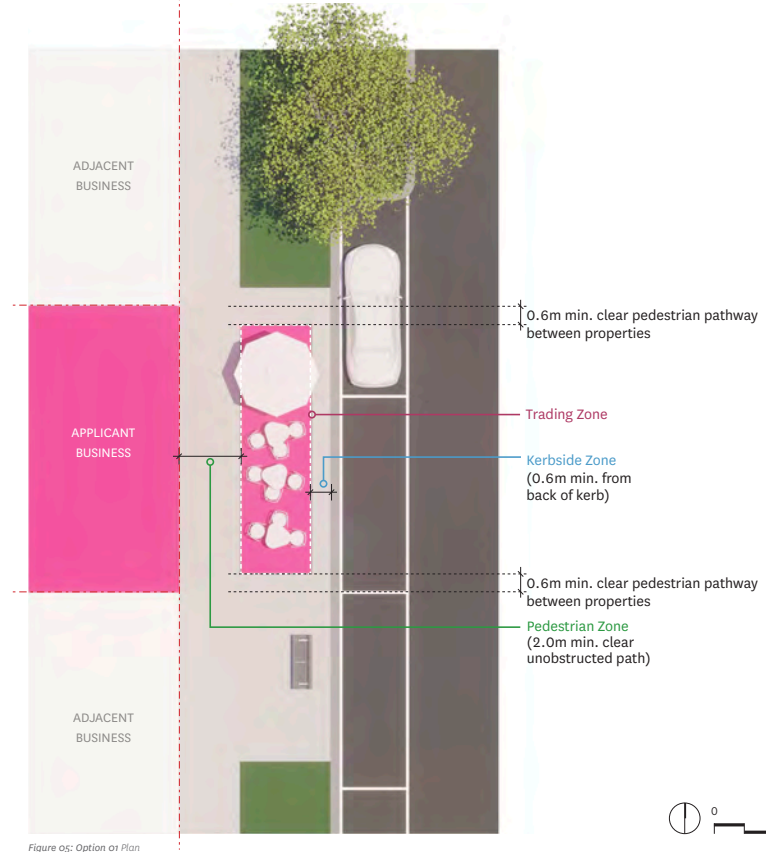


Figure 05: Option 01 Plan



4.1.2 TRADING OPTION 02

TRADING DIRECTLY OUTSIDE A BUSINESS AND IN FRONT OF A NEIGHBOURING PROPERTY/BUSINESS

This Trading Option relates to applicants wanting to trade directly outside their business and/or in front of a neighbouring business.

SITE SPECIFIC ELIGIBILITY

- Refer Section 4.1 for general eligibility requirements.

SITE SPECIFIC CONSENT

- Written letter of consent from affected businesses is required.
- Trading Zone can extend across multiple building frontages but the Trading Zone must not exceed 10.0 metres in length.
- Consent from a managing agent if building is vacant.
- Consent from body corporate if in front of residential building.

SITE SPECIFIC DESIGN REQUIREMENTS

- Refer Section 4.1 for general design requirements.

4.0 FOOTPATH TRADING & PARKLET GUIDELINES

4.0 FOOTPATH TRADING & PARKLET GUIDELINES

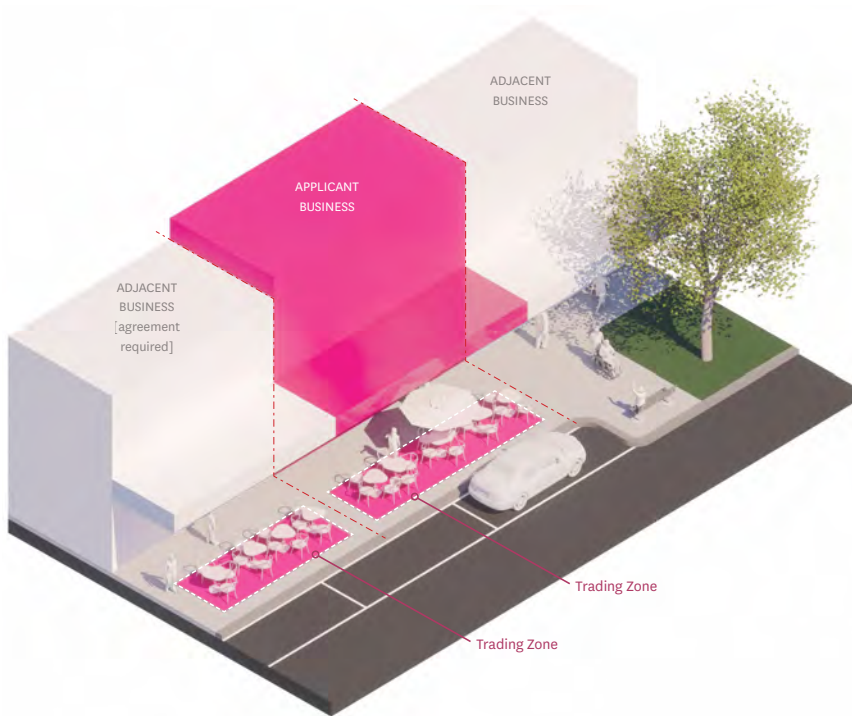


Figure 06: Option 02 Diagram

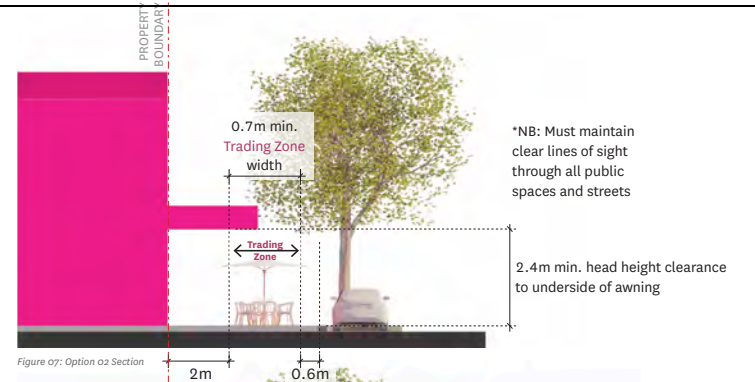


Figure 07: Option 02 Section

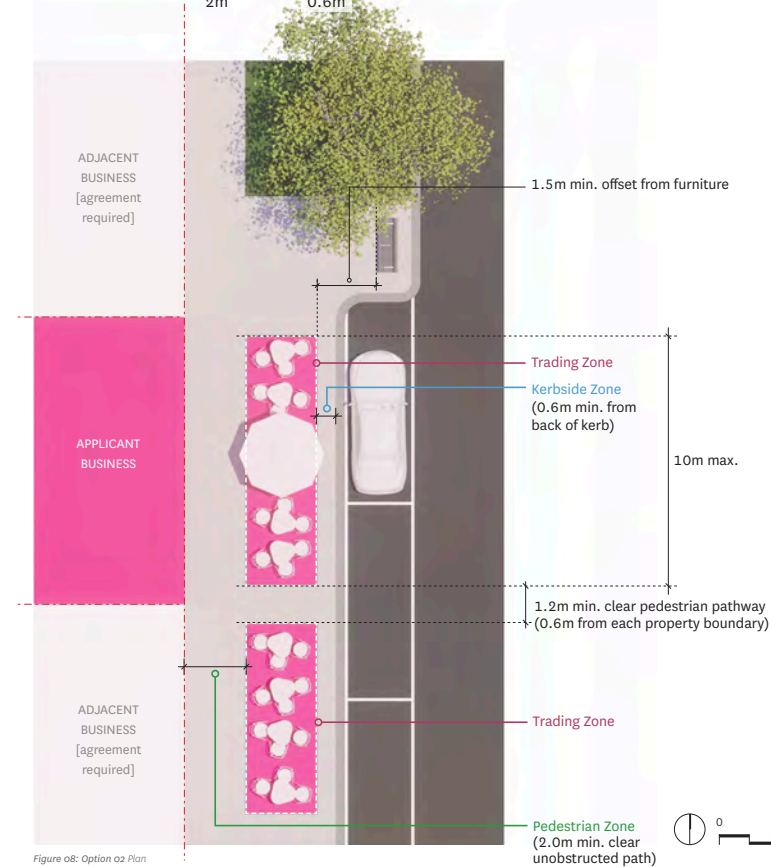


Figure 08: Option 02 Plan

4.1.3 TRADING OPTION 03

TRADING ON A CORNER SITE

This Trading Option relates to businesses operating on a corner site, road intersection or street end.

SITE SPECIFIC ELIGIBILITY

Refer Section 4.1 for general eligibility requirements.

SITE SPECIFIC CONSENT

Consent from adjoining businesses is not needed.

SITE SPECIFIC DESIGN REQUIREMENTS

Refer Section 4.1 for general design requirements.
 Applicants wishing to trade on a corner interface must not place any items within 2.5 metres of an intersection or pedestrian crossing (2.5 metres is an indicative measurement and subject to road safety requirements).

4.0 FOOTPATH TRADING & PARKLET GUIDELINES

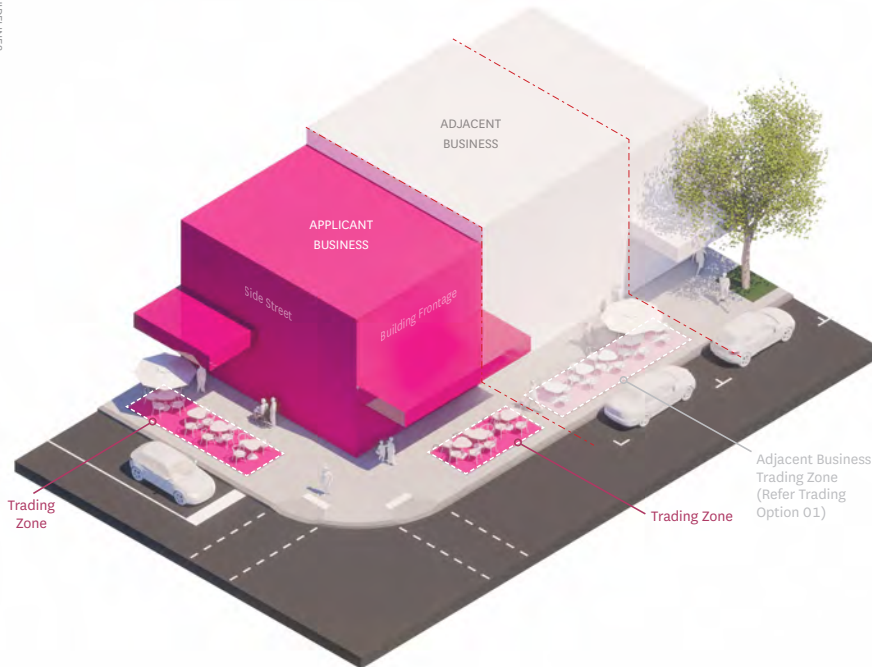


Figure 09: Option 03 Diagram

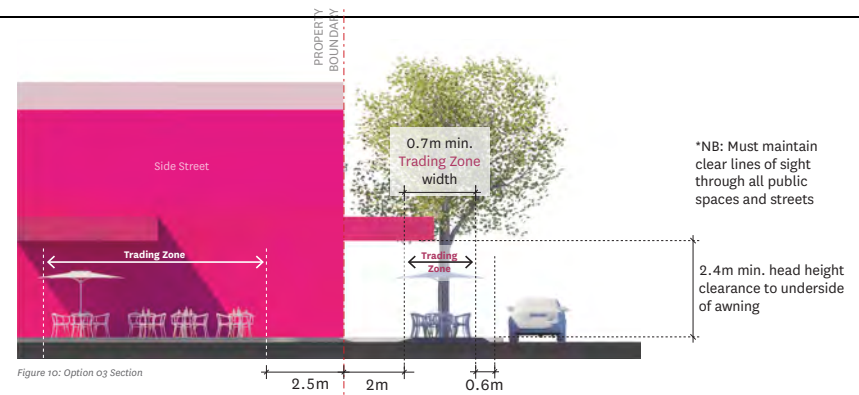


Figure 10: Option 03 Section

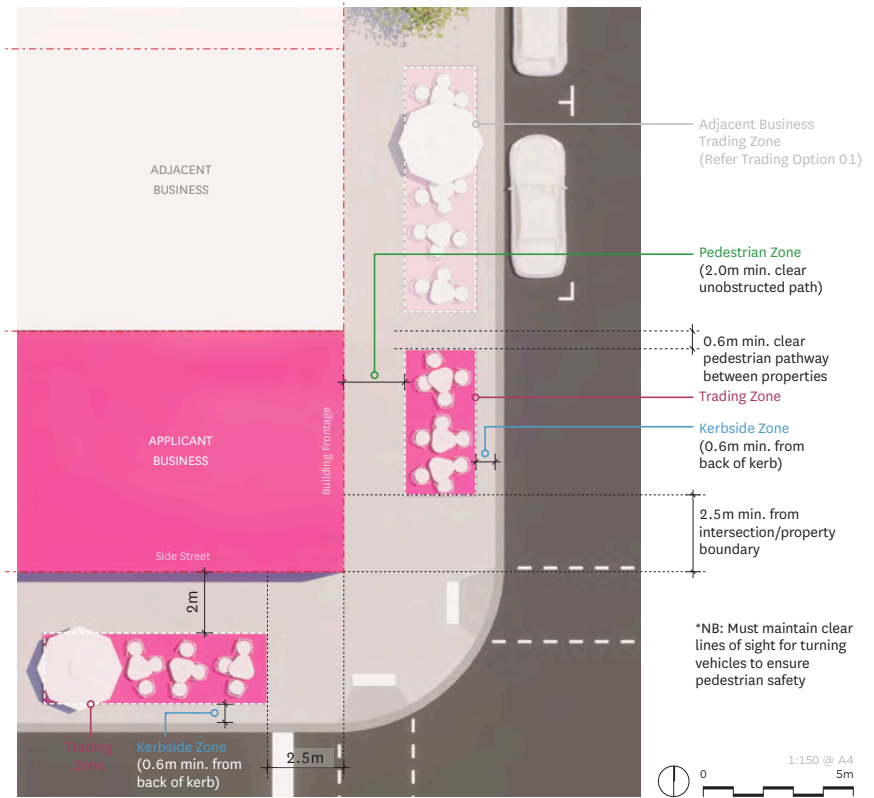


Figure 11: Option 03 Plan

4.0 FOOTPATH TRADING & PARKLET GUIDELINES

4.1.4 TRADING OPTION 04

TRADE INTO A LANEWAY WITH NO SERVICE/VEHICLE ACCESS

This Trading Option relates to applicants wanting to trade within a laneway that has no existing or future service vehicle access implications, leaving the centre aisle of the laneway open for trading opportunities.

SITE SPECIFIC ELIGIBILITY

- Refer Section 4.1 for general eligibility requirements.
- Businesses that don't have the ability to extend their dining onto footpaths or into a Parklet can apply to trade in a laneway or road space in the direct vicinity of their business.
- Applications to extend trading into a laneways or streets will be considered on a case-by-case basis, taking into account the safety and amenity of the surrounding area.

SITE SPECIFIC CONSENT

- Written letter of consent from adjacent, parallel and affected businesses is required.
- Trading Zone can extend across multiple building frontages but the Trading Zone must not exceed 10 metres in length.

SITE SPECIFIC DESIGN REQUIREMENTS

- Refer Section 4.1 for general design requirements.
- Applicants wishing to trade into a laneway with no service access must ensure a 2.0 metres minimum clear path of travel between the building line and the Trading Zone.
- Applicants must also include a 1.0 metre offset from the property boundary back into the laneway.

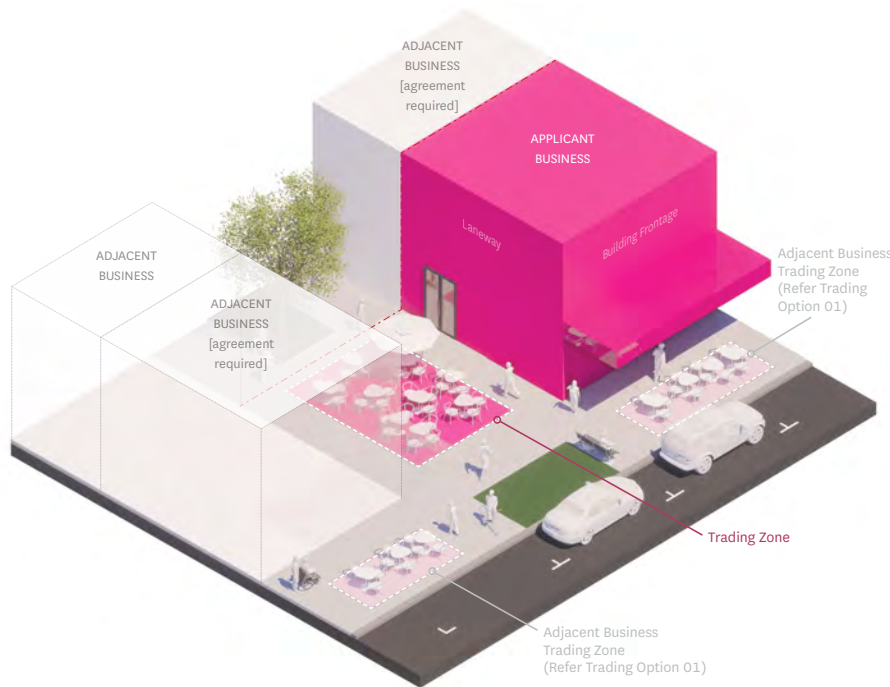


Figure 12: Option 04 Diagram

Figure 13: Option 04 Section

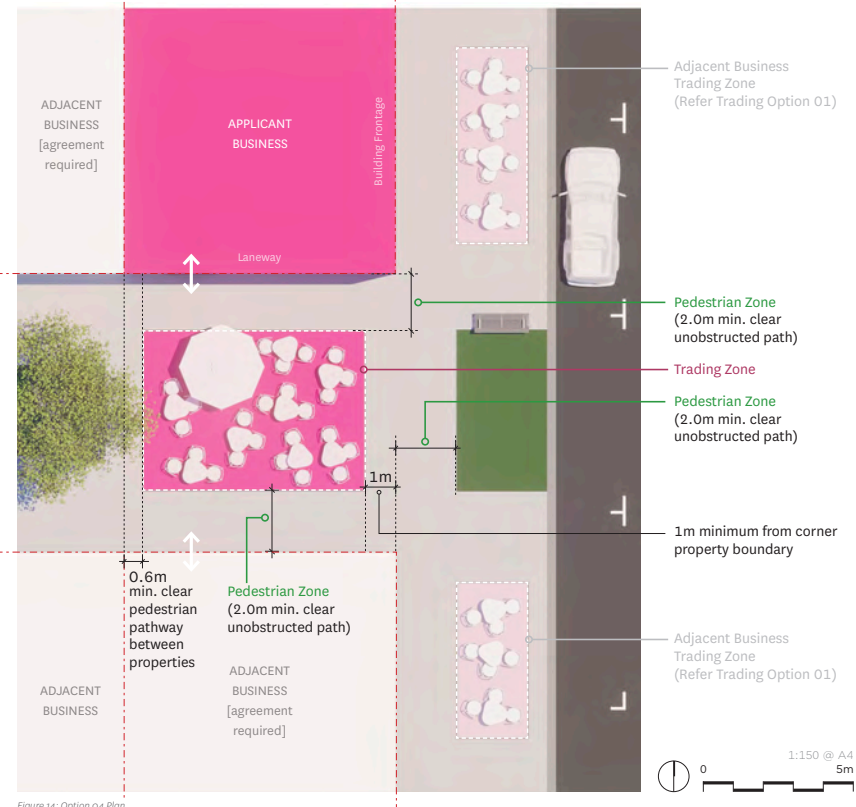
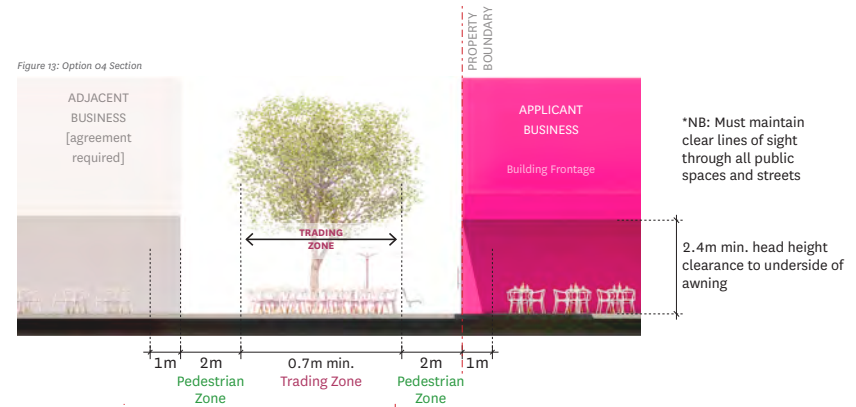


Figure 14: Option 04 Plan

4.1.5 TRADING OPTION 05

TRADE INTO A LANEWAY WITH AN EXISTING INTERMITTENT CLOSURE

This Trading Option relates to Trading Zones within a laneway that requires the centre of the laneway for service and/or emergency vehicle and pedestrian access. Trading Zones alongside the property boundary are only permitted in these options and may be considered on a case-by-case basis.

SITE SPECIFIC ELIGIBILITY

- Refer Section 4.1 for general eligibility requirements.
- Businesses that don't have the ability to extend their dining onto footpaths can apply to trade in a laneway in the direct vicinity of their business, where there is an existing intermittent road closure.
- Applications to extend trading into a laneways with existing closures will be considered on a case-by-case basis, taking into account the safety and amenity of the surrounding area.

SITE SPECIFIC CONSENT

- Written letter of consent from adjacent, parallel and affected businesses is required.
- Trading Zone can extend across multiple building frontages but the Trading Zone must not exceed 10 metres in length.

SITE SPECIFIC DESIGN REQUIREMENTS

- Refer Section 4.1 for general design requirements.
- Applicants wishing to trade into a laneway with existing or proposed service access must ensure a 3.0 metres pedestrian zone/vehicular access down the centre of the laneway; the left over space from the building property boundary will determine the Trading Zone.
- For a corner applicant businesses, outdoor trading must be set back 1.0 meter from the intersecting street unless a cafe screen or appropriate barrier is provided.
- The Trading Zone is not to obstruct 24 hour access to fire doors or equipment.
- Ensure unobstructed building access is provided through the Trading Zone.

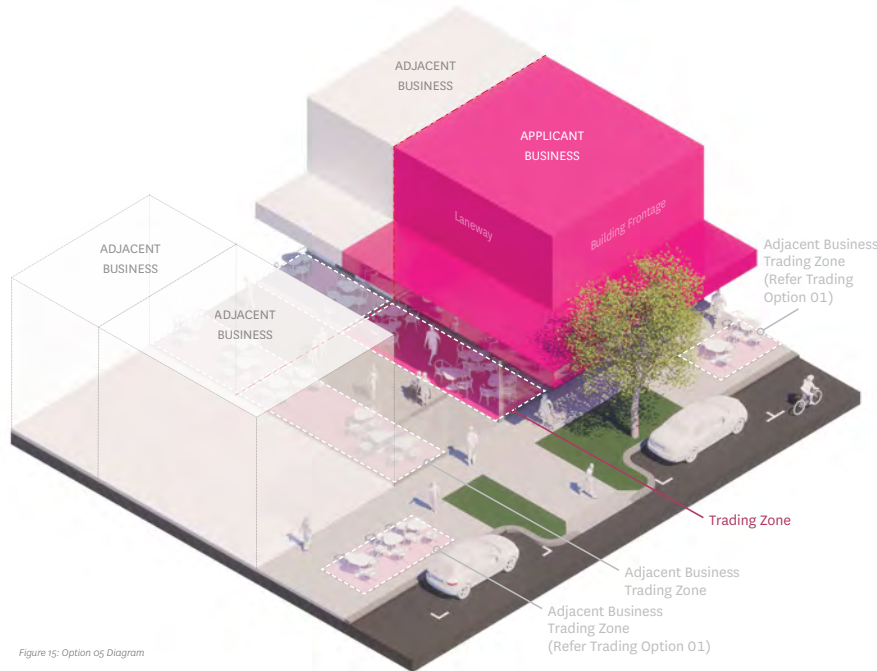
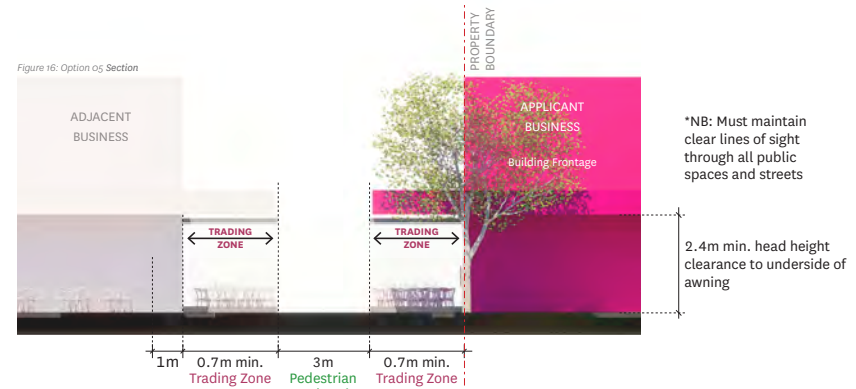


Figure 15: Option 05 Diagram

Figure 16: Option 05 Section



4.0 FOOTPATH TRADING & PARKLET GUIDELINES



Figure 17: Option 05 Plan

4.2 Outdoor Element & Furniture Guidelines

4.2.1 GENERAL REQUIREMENTS

In all instances, outdoor elements and furniture must:

- Only be placed outside premises which are registered under the Food Act 1984 to serve food and/or beverages
- Be approved by Council prior to use.
- Be removed from the footpath, Parklet or public space outside of business trading hours
- Provide space between tables & furniture (See Figure 18).
- Be kept clean and presentable at all times
- Consider consistency of outdoor furniture with the surrounding businesses
- Maintain furniture within the Trading Zone at all times to ensure the safety of users
- Be placed within the approved Trading Zone and not obstruct vehicle or pedestrian sightlines and movement.

4.2.2 FURNITURE (TABLES & CHAIRS)

Outdoor trading furniture should be functional, durable and add to the character of the streetscape.

Outdoor furniture also must be:

- Good quality and design and where required meet Australian Standards.
- Designed for the outdoors so that it is functional, durable and wind-proof.
- Contribute to the streetscape character in a positive way.
- Easy to handle and stackable to allow ease of storage
- Safe and comfortable with no hazards presented to users.
- Accessible in design and placement for all users.

Chairs should not be placed with their back to the roadway, unless café barriers or another type of barrier is used, to prevent patrons inadvertently sliding chairs over the kerb edge.

Table & Chair Circulation:

- Table surface height of between 0.75-0.85 metres.
- Seating height of between 0.45 - 0.52 metres.
- A circulation space of 1.7 metres in front of or between the tables.
- A minimum space of four square metres is considered appropriate for a table and four chairs (2 x 2 metres) and a minimum distance of 0.5 metres must be allowed between adjoining settings.

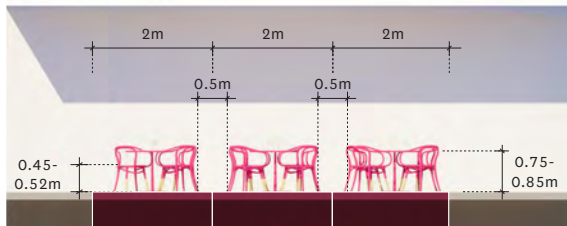


Figure 18: Table & Chair Circulation



4.2.3 UMBRELLAS

Umbrellas should only be used where the existing shelter, such as a building verandah or awning, is either inadequate or where none currently exist. Semi-fixed free standing umbrellas can be used in Trading Zones and must:

- Comply with any relevant Australian Standards
- Be of Good quality and design to achieve a wind rating of up to 120km/h.
- Have a minimum footpath to umbrella (lowest edge) clearance of 2.4 metres and not obstruct the Pedestrian Zone.
- Have one centre pole and be positioned to ensure that when open the umbrella does not extend outside of the Trading Zone.
- Use an in-ground lockable socket and sleeve (preferred). Such systems must minimise damage to the footpath and be flush with the footpath to prevent trips and falls. The business is responsible for the installation of socket and sleeve systems to the satisfaction of Council and is required to reinstate the footpath should the umbrella be removed.
- Prior to installation of an in-ground socket, an application must be made to Council to apply for and receive a Council Road opening permit. A bond will also be required to be paid as part of the permit application and will be used to reinstate the surface of the footpath (See Figure 19).
- Where in-ground sockets are not practicable, non-fixed umbrellas may be considered and must be securely anchored (e.g. weight bags) to the footpath to the satisfaction of Council.
- Use quality commercial canvas covers for the umbrellas and must be neat and presentable.
- Use business logo's and advertising when permitted and may be printed on alternate panels covering no more than 30% of the umbrella panel surface.

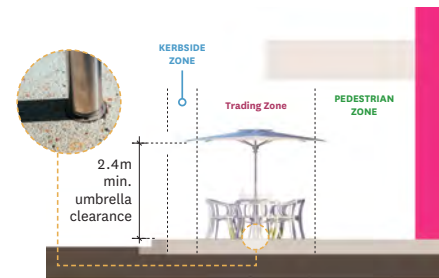


Figure 19: Umbrella Positioning Section

4.2.4 PLANTER BOXES & PLANTS

Raised planters can provide a sense of enclosure when placed in the streetscape and will be considered on a case-by-case basis. Planters must not fully enclose a Trading Zone on a footpath and may only be provided where they positively contribute to the streetscape and amenity.

Planter boxes and plants must also follow the conditions below:

- Be semi-permanent and fixed to the ground or securely anchored to the footpath with a lockable castor or by weight.
- Planter boxes, including plants, cannot exceed a total of 1.2 metres in height and 1.5 metres in length.
- Semi-permanent planters must be a minimum height of 0.1 metres from the footpath to not trap waste and rubbish and also allow for Council street cleansing and maintenance.
- Planters cannot have sharp corners or edges, or pose other safety risks.
- Consider the integration of planters with other trading elements such as seats or benches.
- Using only annuals or vegetable in planters is not recommended as their lifespan is short and they need regular watering and replacement. If you want to use these, consider a combination with other hardy and longer-lived plants
- The business is responsible for the ongoing care, maintenance and replacement of plants and planter boxes. Plants and greenery are required to be kept in good health and present well throughout the year.



4.2.5 POWER & LIGHTING

Additional lighting and illumination within a Trading Zone will be considered on a case-by-case basis and to Council satisfaction.

- If additional lighting is permitted the business must undertake any electrical works by a registered electrician. A certificate of compliance issued by a registered electrician is required to be produced to Council on the completion of works.
- Exposed wiring will not be considered to ensure risk of tripping or other hazardous events can be prevented.

4.2.6 AWNINGS / BLINDS

Awnings or blinds may only be fitted subject to Council approval and requirements and must be removed/retracted outside of trading hours. Awnings may only be secured or anchored in a way that has the prior approval of an authorised Council officer, and cannot be lashed or secured to street furniture or any other public infrastructure.

Full length awnings or blinds cannot enclose public spaces or adversely affect the openness of footpaths or create the effect of an 'outdoor room' (i.e. privatise or discourage use of footpath).

Retractable awnings extending from the building which do not require any support structure must maintain a minimum vertical distance of 2.4 metres between the underside of the awning and the footpath. Advertising is not permitted on blinds.

If the blinds form a continuous barrier along the kerb, a 2.0 metre minimum wide Pedestrian Zone must be provided every 10.0 metres to allow access to and from the road.

Weather Blind Anchors

Weather blind anchors can be installed into the footpath and used to secure weather blinds.

The only type of anchors that will be considered must be flush with the pavement and do not present as a trip hazard. They must also be located within the Trading Zone. Should the operator close down, a bond paid to Council may be required to cover the cost of removing the anchors and reinstating the footpath (See Figure 20).



Figure 20: Acceptable Blind Anchor



4.2.7 FOOTPATH GLASS SCREENS

Glass screens fixed to the footpath are considered permanent structures. Where fixed glass screens are proposed, a Planning Permit must be obtained prior to installation.

High quality designed glass screens will be considered on a case-by-case basis. If a screen is vandalised or damaged they must be removed immediately and all remaining screens must be secure so they do not pose a public safety risk.

If any existing glass screens are to be removed by the business operator, it is their responsibility to make good/reinstate the pavement.

If using Glass screens, they:

- Must not exceed a height of 1.2 metres above the footpath
- Must not be placed independently to serve the purpose of branding. Any branding/logos on the screen must not take up more than 30% of the total size of each screen.
- Must have a spacing of 2.0 metres minimum if the length of the screens extends longer than 10 metres in a continuous line, to allow permeability and access.
- Must have a minimum clearance of 0.15 metres from the bottom of all screens and the pavement to allow for street cleaning activities.
- Are required to use permanent safety glass
- Are able to withstand wind loads, provide reasonable resistance to vandalism and withstand impact from pedestrians.
- Are required to show standard safety manifestation strips along the glass for visual awareness under the DDA (Disability Discrimination Act).



4.2.8 FOOTPATH CAFE BARRIERS (TEMPORARY)

Cafe barriers must be non-fixed and temporary for ease of removal and storage. Cafe barriers also:

- Must not exceed a height of 1.2 metres above the footpath
- Must be secured by a locking mechanism or weighted for stability
- Must not be placed independently to serve the purpose of branding. Any advertising on the café barrier must not take up more than 30% of the total size of each screen. E.g. Advertising of a coffee brand being supplied to the café.
- Must have a spacing of 2.0 metres minimum if the length of the café barriers extends longer than 10 metres in a continuous line, to allow permeability and access.

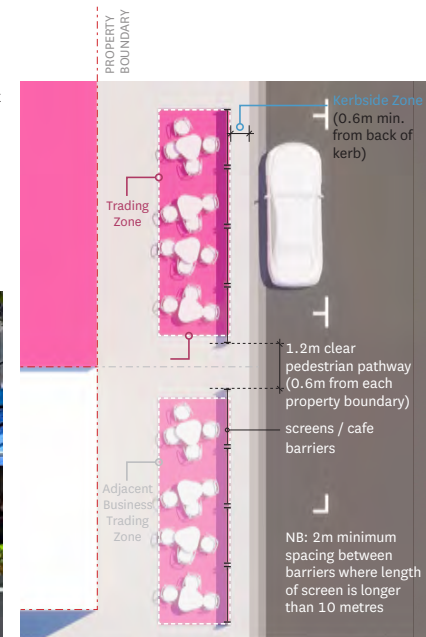


Figure 21: Screen / Cafe barrier Positioning Plan

4.2.9 HEATERS

Outdoor heating elements allow patrons to sit and dine comfortably outdoors during periods of cooler weather.

Provisions around heaters include the following:

- Products must be used that maximise efficiency and minimise energy use.
- Products that can be fixed to awnings or verandahs must achieve a minimum height clearance of 2.4 metres. A planning permit may be required in this situation.
- Must be located clear of the Pedestrian Zone.
- Free-standing heaters must not be permanently fixed and removed from the Trading Zone outside of business hours.
- Comply with relevant Australian and Safety Standards for radiant Gas heaters and installations.
- Gas cylinders to be contained in lockable housing with cylinder hoses and fittings regularly checked for leaks
- Appropriate guards must be provided to prevent public (children) from accessing any fittings or hot surfaces.

4.2.10 OUTDOOR DISPLAYS

A maximum of two Display of Goods stands may be placed on the footpath within the Trading Zone directly in front of the business it relates to.

Each Display of Goods stand shall be a maximum width of 1.0 metre, with a maximum height of 1.2 metres and a length of 1.8 metres. Where a single item displayed on the footpath exceeds any one of these dimensions or cannot be displayed on an approved Display of Goods stand, they will be classified as a bulky good and will not be permitted to be placed on the footpath.

Stands must be secured or removed so they do not become a risk in adverse weather conditions and must not interfere with the Pedestrian Zone within the footpath. Goods must be displayed on stands approved by Council. Display of Goods stands cannot comprise any movable parts, nor may they be illuminated.

4.2.11 TEMPORARY SIGNAGE

Where a business is undertaking Footpath Trading activities, the display of Moveable Advertising signage may be permitted for the purpose of communicating safety related messages in addition to outdoor dining furniture.

Any moveable advertising sign must:

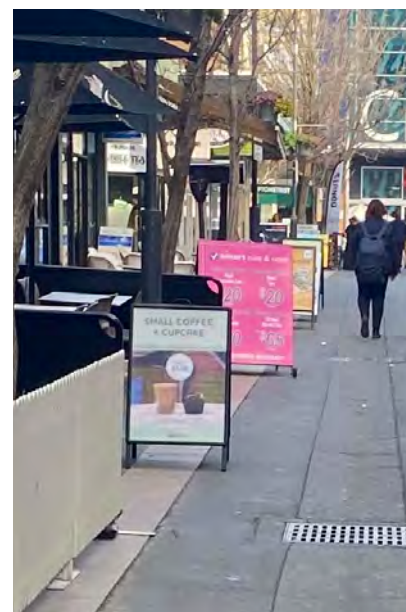
- Not be greater than 1.2 metres in height and 0.9 metres in width, or have a total advertising area of 2.16 metres.
- Refer to business operations at street level or partly at street level.
- Be displayed directly in front of the business to which it refers (alternate area's will be considered as applied).
- Not interfere with the Pedestrian Zone within the footpath
- Not comprise of any moveable parts (e.g. spinning, flapping etc.).
- Must be weighted or secured to prevent being blown over.

4.2.12 UNDERGROUND SERVICES

Any permanent or semi-permanent structures such as café screens, umbrellas and awnings, must not obstruct access to underground services and emergency equipment e.g. street fire hydrant.

4.0 FOOTPATH TRADING & PARKLET GUIDELINES

4.0 FOOTPATH TRADING & PARKLET GUIDELINES



4.3 Parklet Design Guideline

- A Parklet can be created by re-purposing on-street parking bays in front of a business. Applications to expand into on-street parking spaces will be considered on a case-by-case basis due to the complexity of city streets, speed limits, traffic conditions and associated safety considerations.

To ensure the safety of Parklet users, Council has developed key criteria to determine site and infrastructure/ furniture suitability. The diagrams throughout **Section 4.3** demonstrate the spatial requirements for Parklet Trading (for Footpath Trading Guidelines, see **Section 4.1**).

These design guidelines cover a number of elements and are extensive so please ensure that you consider all that apply and discuss with council before submitting an application for a Parklet.

These elements include the following: General Requirements, Eligibility, Consent, Design Requirements, Barriers, Platforms, Ramps, Visibility / Vertical Elements, Lighting, Furniture, Traffic Requirements, Safety / Risk, Materials, and Planting.

Council will only accept and assess Parklet applications on Local Roads. The relevant state authority will need to be consulted by the business for any interventions on a State Road.

4.3.1 GENERAL REQUIREMENTS

- Parklets should be designed:
- By a qualified professional, and structures designed by a registered Engineer or Architect.
 - The Engineer must certify the structural design by submitting a Certificate of Compliance.
 - Upon completion of works, the Engineer must inspect and issue a Certificate of Compliance.
 - So that it continues to appear as a Parklet (and prevents vehicle access), even when smaller items are packed away at night.
 - To maintain the function and amenity of the footpath. In particular, any Parklets and associated Footpath Trading must maintain an adequate unobstructed footpath width as set out in **Section 2.2 - Footpath Zones**.

4.3.2 ELIGIBILITY REQUIREMENTS

- Must be an eligible street with traffic conditions that can facilitate Parklets as determined by Council.
- Must satisfy safety and amenity requirements (see **Section 1.0 - Introduction and 2.0 - Principles & Design Guidance**)
- Applications involving one or more hospitality or retail business can request multiple consecutive parking bays to be converted into Parklets

4.3.3 CONSENT REQUIREMENTS

- Written letter of consent is required from neighbouring businesses along the full length of the Parklet.
- Residential areas and in front of residential building - a letter of support from adjacent residential neighbours, or body corporate if in front of a residential apartment block, will help support the application. E.g. within 50 metres of the Parklet.

4.3.4 SAFETY / RISK

There is risk associated with locating a Parklet within the road space as a vehicle could potentially hit the structure, causing injury to diners.

Typically, the greatest risk when a Parklet is installed in kerbside parking bays is that an approaching vehicle hits the end of the structure. There may also be potential risks associated with any nearby turning or vehicle movements that need to be assessed.

Parklets will only be considered in existing low speed road environments to ensure risk is reduced and an adequate level of protection and safe Parklet conditions can be provided.

Road Safety Audit/Traffic Counts may also be required to assess potential risk and will need to be supplied by the business operator.

4.0 FOOTPATH TRADING & PARKLET GUIDELINES

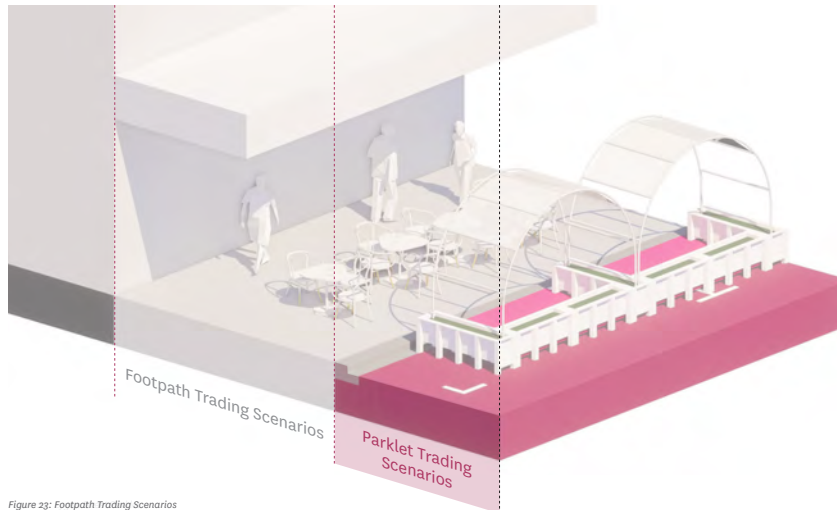


Figure 23: Footpath Trading Scenarios



- 4.0 FOOTPATH TRADING & PARKLET GUIDELINES
- 4.3.5 DESIGN REQUIREMENTS**
- Maintain a 2.0 metres minimum offset from the edge of any driveway and not impede vehicle sightlines
 - Maintain an 8.0 metre offset from intersections and a 15.0 metres offset from signalised intersections
 - Parklet setup is prohibited within any existing no stopping area
 - Include a minimum 0.2 metres(w) x 0.11 metres(h) opening adjacent to the kerb to allow for stormwater flow/management. This is to be accompanied with a rubbish grate to prevent litter build up below the Parklet platform.
 - Maintain a 0.1 metre buffer zone back from the edge of the Parklet and the roadway
 - Maintain a 1.0 metre spacing from any existing or proposed adjacent carparks

- Ensure that access to essential infrastructure is maintained, including - utility access panels, maintenance hole covers, storm water drains, street fire hydrants, or sprinkler booster points on the outside of buildings facing the street, fire indicator panels, sprinkler control valves, etc. These conditions will be considered by Council as part of the evaluation process.
- All Parklets to be aligned to a straight-line kerb
- Council assessment required to check if adequate pedestrian and vehicle sight lines are achieved
- Greatest risk is at the leading end of the Parklet - Provide splayed treatment with leading barriers, or line marking or signs to guide vehicles drive line offset.

Parklet Barrier Structure Height

- Up to 1.0 metre - barrier structure must be non-transparent
- Above 1.0 metre - Parklet structure must be transparent

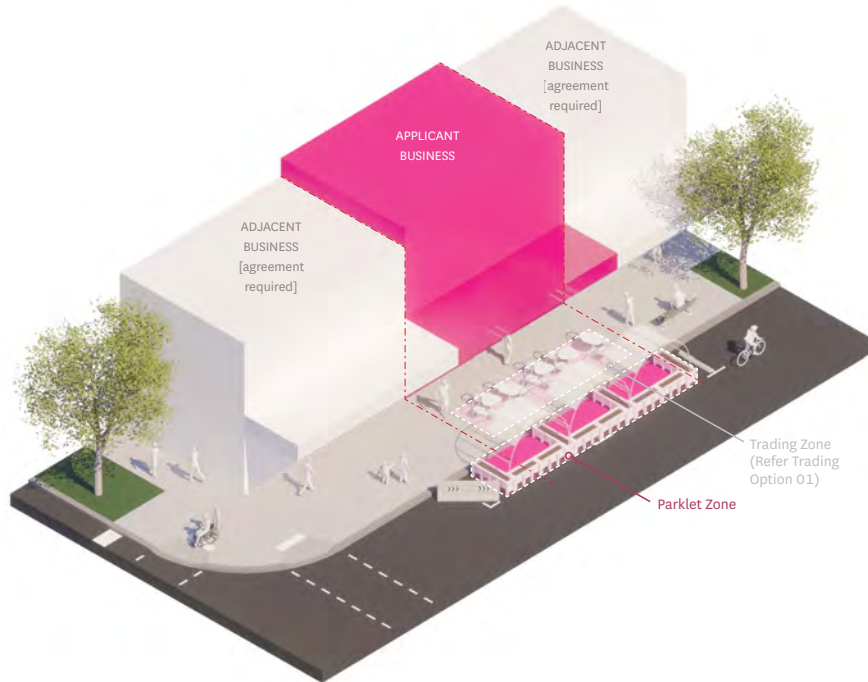


Figure 24: Option 01 Perspective

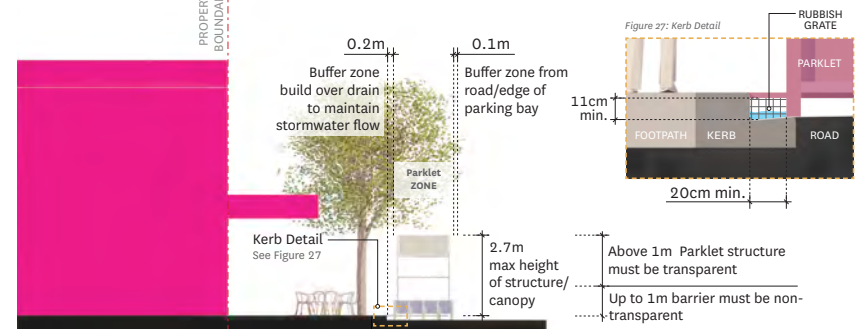


Figure 25: Option 01 Section

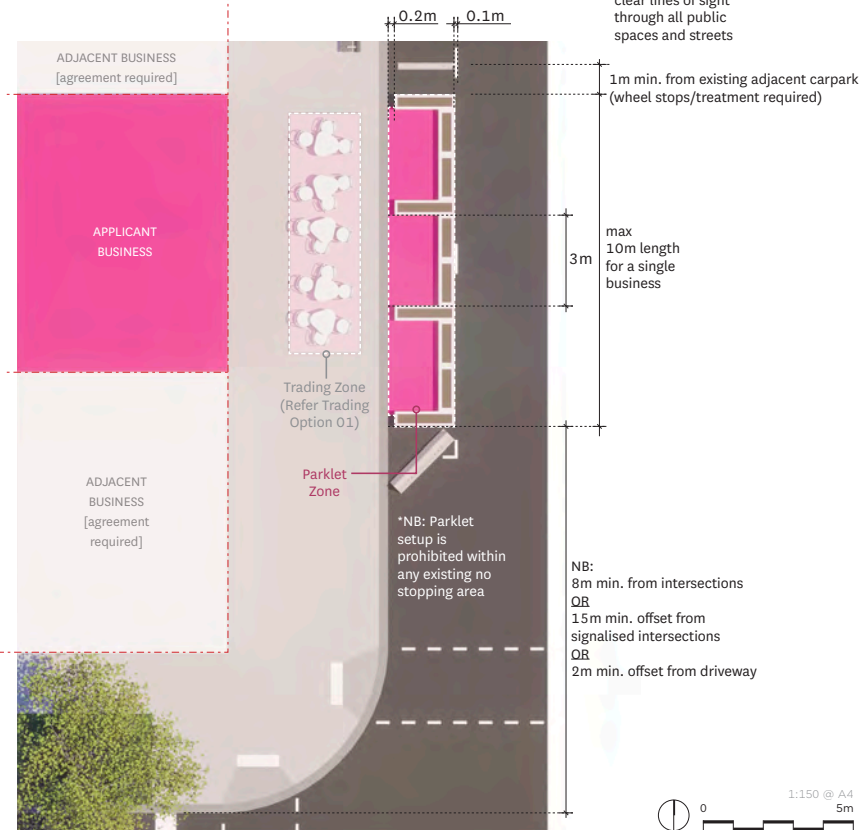


Figure 26: Option 01 Plan

4.3.6 BARRIERS

- Barriers between the traffic lane and Parklet are required to protect the Parklet and patrons.
- Parklet barriers must meet similar bulk and weight features to and functionally equivalent to water filled barriers
- A vehicle barrier must be provided along the side of the Parklet within the 0.1 metre offset. This can be in the form of a continuous barrier (to Council's satisfaction) or in sections with pedestrian fencing.
- Where a continuous barrier is not provided then Pedestrian fencing or alternative measures for physical separation between vehicle barriers.
- Whilst public street lighting is typically provided along streets and roads, reflectors should be provided on the Parklet approach side and along the traffic lane interface to increase visibility of the Parklet.

4.3.7 PLATFORMS

Platforms provide a safe and accessible surface for trading and need to meet the following requirements:

- Must not present a trip hazard – any raised platform or timber decking should be flush with the existing footpath/ top of kerb to ensure it does not pose a trip hazard. The decking platform should be non-slip and suitable for people of all abilities.
- Drainage and Services – The platform of the Parklets should be clear of any existing drains to ensure drains can function adequately. Maintenance access to existing pits may also be required and needs to be confirmed and considered as part of the design process.

4.3.8 RAMPS

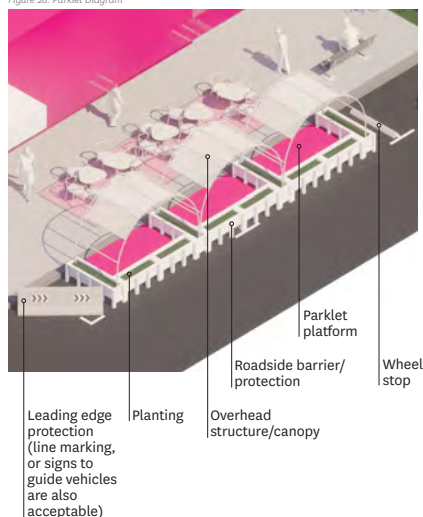
Ramps provide safe and compliant access to Parklet platforms from the existing ground or road surface. Where a ramp is proposed, the following requirements must be met:

- Preferred that ramps are integrated into design to allow for ease of access without requiring assistance from staff.
- Ramps should be accommodated within the Parklet space wherever possible.
- Ensure that ramps do not create a trip hazard.
- The use of metal ramps is discouraged.
- Ensure ramps are non-slip.

4.3.9 VISIBILITY / VERTICAL ELEMENTS

To increase visibility of the Parklet to motorists, there should be some vertical elements at driver eye height, such as fencing, landscaping, weather protection etc.

Figure 28: Parklet Diagram



4.3.10 LIGHTING

- Reflectors provide day and night delineation
- The internal lighting of the dining area should be low level and not impact approaching/ passing motorists through glare or intensity.

4.3.11 FURNITURE

Tables & Chairs

Furniture should be functional, durable and add to the character of the streetscape. Furniture also must be:

- Good quality and design and where required meet Australian Standards.
- Designed for the outdoors so that it is functional, durable and wind-proof.
- Contribute well to the streetscape character
- Easy to handle and stackable to facilitate ease of storage
- Contribute to public safety and comfort with no hazards presented to users.
- Accessible in design and placement for all users.

Umbrellas

Umbrellas should only be used where the Parklet shelter is inadequate. Semi-fixed free-standing umbrellas can be used in Trading Zones and must:

- Comply with any relevant Australian Standards
- Be of Good quality and design to achieve a wind rating of up to 120km/h.
- Have a minimum Parklet to umbrella (lowest edge) clearance of 2.4 metres.
- Have one centre pole and be positioned to ensure that when open the umbrella does not extend outside of the Parklet zone
- Quality commercial canvas covers must be used that contribute to the streetscape character.
- Business logos and advertising are permitted and may be printed on alternate panels covering no more than 30% of the umbrella panel surface.

Heaters

Provisions around heaters include the following:

- Products must be used that maximise efficiency and minimise energy use.
- Free-standing heaters must not be permanently fixed and removed from the Parklet zone outside of business hours.
- Comply with relevant Australian and Safety Standards for radiant Gas heaters and installations.
- Gas cylinders to be contained in lockable housing with cylinder hoses and fittings regularly checked for leaks
- Appropriate guards must be provided to prevent public (children) from accessing any fittings or hot surfaces.

4.3.12 MATERIALS

Materials used for the construction of the Parklet should be:

- Fit for purpose and suitable for public use
- Of a high-quality design that minimises visual clutter
- Suitable for the local context and streetscape character
- Complimentary to the surrounding architecture (without replicating heritage styles)
- Long-lasting and weather resistant
- Easy to maintain
- Appropriately treated/finished to manage graffiti/ vandalism
- Visible during the day and evening
- Non-reflective
- Non-slip (ground/floor surfaces)
- Sustainability or locally sourced where possible
- Able to be reused/recycled where possible to prevent materials going to landfill.

Maintenance & Repair

Ensure that materials are appropriately sealed/finished so that graffiti can be cleaned off, or have spare matching paint on hand to touch up painted items. Any damage or graffiti should be swiftly dealt with by the Permit Holder.

Preferred Materials

The following materials are generally preferred:

- Recycled timber, recycled metal, recycled plastic and/or recycled concrete.
- Consider lightness in colour of materials to provide visual contrast with road surface.
- For metals, consider thickness of metal to avoid denting.
- For timbers, consider appropriate construction methods to avoid timber items buckling/warping over time. For example, timber planters may benefit from using a steel frame with timber slats to provide a more robust structure.

Materials that are discouraged

The following other materials are generally discouraged as they cannot be recycled. If the applicant wishes to use these and can demonstrate exceptional circumstances/public benefit, they must speak to Council and get approval before finalising their design and purchasing any items.

- Composite materials
- Astrotrurf

4.3.13 PLANTING

Providing planters within the Parklet enables greening of the street and opportunities for tree planting.

Plants grow and change over time and require regular and ongoing maintenance and replacement. It is crucial that Permit Holders choose plants that are well suited to the local conditions and understand the maintenance requirements.

Plant selection should:

- consider solar aspect and local conditions
- be suited to the soil volume
- prioritise larger plant stock to minimise opportunities for plant theft
- provide hardy and drought tolerant species
- avoid noxious weeds / toxic plant species.

To maintain clear sightlines for traffic:

- the height of plantings should generally not exceed 1.2 metres from road level (except for trees), particularly where visibility is needed for vehicles (e.g. corners)
- trees should be pruned to provide a clear trunk.

The Parklet host is required to:

- maintain regularly to ensure healthy and attractive appearance
- regularly water, prune and fertilise plants
- replace/rotate plant stock as needed
- bring any small potted plants inside at night to reduce instances of theft
- remove any rubbish or cigarette butts on a regular basis
- manage water runoff and street cleansing.

Considerations

Always seek advice from a local nursery or a qualified professional to ensure the proposed planting is suitable for the location and type/size of planters, and that the maintenance requirements are understood.

However here are some things to consider to get you started, and should be read in conjunction with the other planting requirements.

Understand the position of your Parklet and local weather conditions and choose plants to suit. For example:

- Is it located in full sun or shade all day?
- Is it in the shade only in the morning or afternoon?
- Is it an exposed and windy site?

Setting up the planters:

- Provide good quality topsoil, a drainage layer and a drainage outlet to ensure the soil drains properly.
- Ensure that the soil depth and width is appropriate for the plant types.
- Ensure the planter has a low centre of gravity and does not become top heavy and risk of toppling.
- When planting think about spacings and avoid large gaps which can fill up with weeds and limit an effective plant display. Consider mature plant size to guide you.

Maintenance:

- How much time will you spend on maintenance and upkeep? Potted plants (depending on plant species) require different amounts of watering which also changes throughout the seasons depending on available rainfall and wind present. Some plant species will require pruning as they grow and flowering plant species will benefit from tip pruning.
- Be aware that on a hot Summer day, some plants may require watering twice daily. During Winter/rainy periods, some plants may not be able to rely on rain alone and may need additional watering.

Plant species selection:

- Using only annuals or vegetable in planters is not recommended as their lifespan is short and they need regular watering and replacement. If you want to use these, consider a combination with other hardy and longer-lived plants.
- Annuals and vegetables tend to require high amounts of watering especially during hot and dry periods.
- Consider the height of the plants, do you want the plants to provide a "solid" green screen or views onto for example the street for sitting patrons.
- Trailing plants can provide visual interest.
- Consider evergreen varieties to provide a consistent display throughout the year.
- Consider native plants that are suitable for growing in containers, to support the local ecology.
- Ensure that the plants chosen are suitable for the local conditions.



5.0 Glossary of Relevant Terms & Acronyms

5.0 GLOSSARY OF RELEVANT TERMS & ACRONYMS

APPLICANT

The owner/business operator submitting a formal application for/on behalf of the business.

APPROVAL

A consent, permit, licence, authorisation, registration, membership or approval under *The Local Government Act 2020* or a local law and includes the conditions of a consent, permit, licence, authorisation, registration, membership or approval.

BUILDING

Includes the structure, temporary building, temporary structure and/or any part of a building or structure.

CAFE BARRIER

A vertical structure positioned to enclose a dining area, such as plastic or canvas. Cafe barriers are non-fixed and temporary elements.

COMMERCIAL ESTABLISHMENT

Means premises used for:

- a restaurant; or
- a cafe; or
- a bar; or
- a hotel; or
- a childcare centre; or
- a real estate or other commercial business operation.

COUNCIL

Frankston City Council.

ESD

Environmental Sustainable Design.

FOOTPATH

Includes a footpath, mall, square, court or other public place specified to be a footpath in a subordinate local law.

FOOTPATH TRADING

The provision of furniture, signage, goods, planters or similar items associated with a business located within a public space such as a footpath, nature strip, mall or Parklet for the purposes of facilitating trade or enhancing business presence.

FTP

Footpath Trading & Parklets.

GLASS SCREENS

Glass screens are permanent barriers fixed to the footpath to enclose a dining area.

HOSTILE VEHICLE BARRIER

A Hostile Vehicle Barrier offers protection for sensitive and high-value locations. Controlling the risk around vehicle collision and enforcing safe distances between foot traffic and the road.

KERB

The raised edge of a pavement which separates it from the road.

OUTDOOR DINING

Dining on a public road, including the footpath, associated with an approved food and drink premises/business. For the purpose of these guidelines, Outdoor Dining has the same meaning as Footpath Trading.

PARKLET ZONE

A protected area created for a business to conduct trade within a roadside car parking space.

PEDESTRIAN ZONE

An area on the footpath reserved and prioritized for pedestrian thoroughfare only.

PERMIT

A permit which has been granted pursuant to *Frankston City Council Community Local Law 2020* Section 2.13 which—

- has not expired pursuant to Section 14(2) (Term of a permit) of this local law; and
- has not been cancelled pursuant to Section 18 (Cancellation of a permit) of this local law.

STATE ROAD

Arterial roads managed by the relevant state government authority e.g. Department of Transport and Planning.

LOCAL ROAD

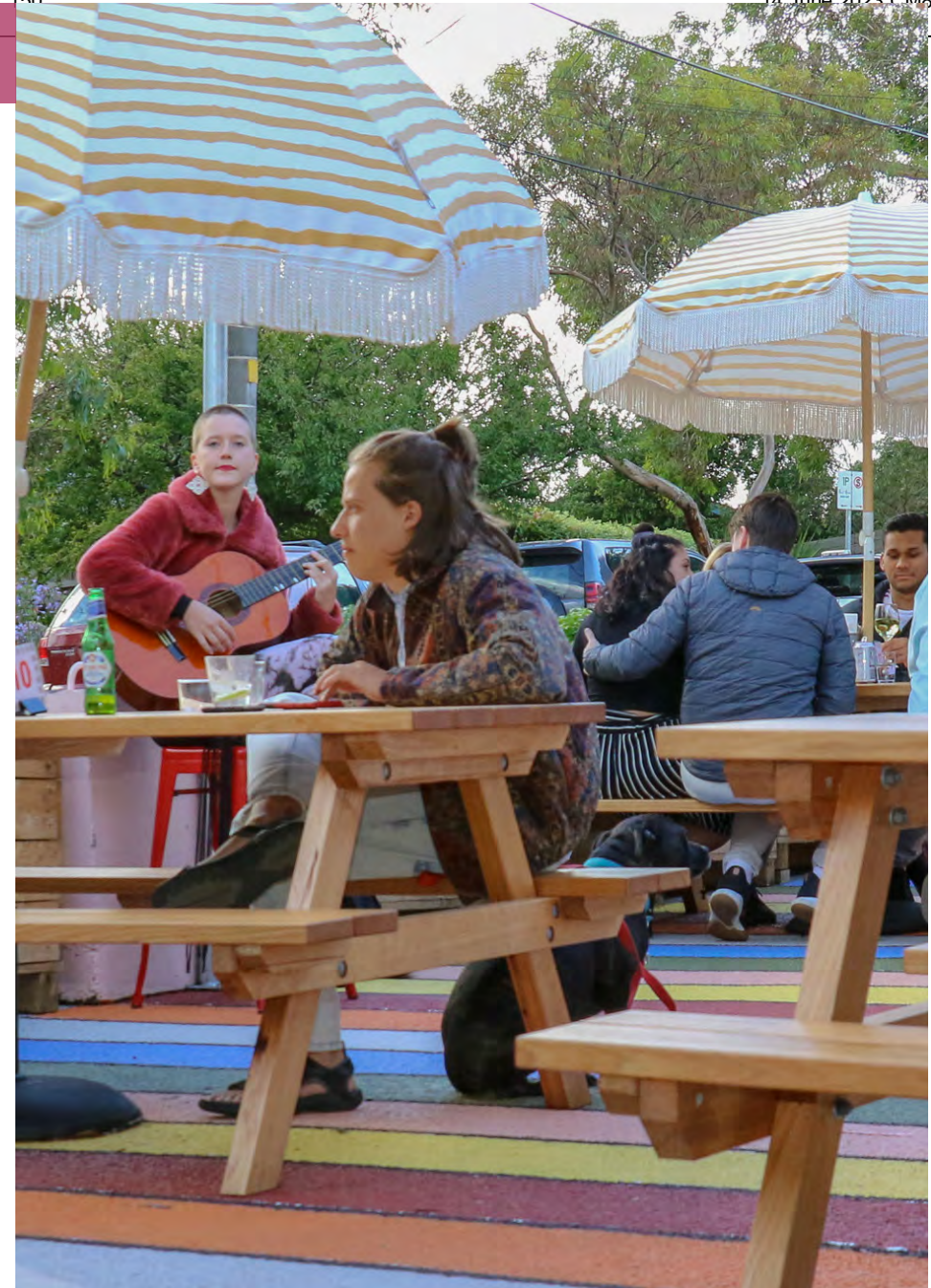
Local Road or laneway managed by Council.

TRADING ZONE

The Trading Zone is the remaining balance of the footpath between the Pedestrian Zone and the Kerbside Zone. It is the only section of the footpath which may be used for commercial activity in accordance with a permit.

TRAFFIC

Traffic refers to movements of vehicles i.e. car, trucks, cyclists and pedestrians within the road reserve and along the road networks.



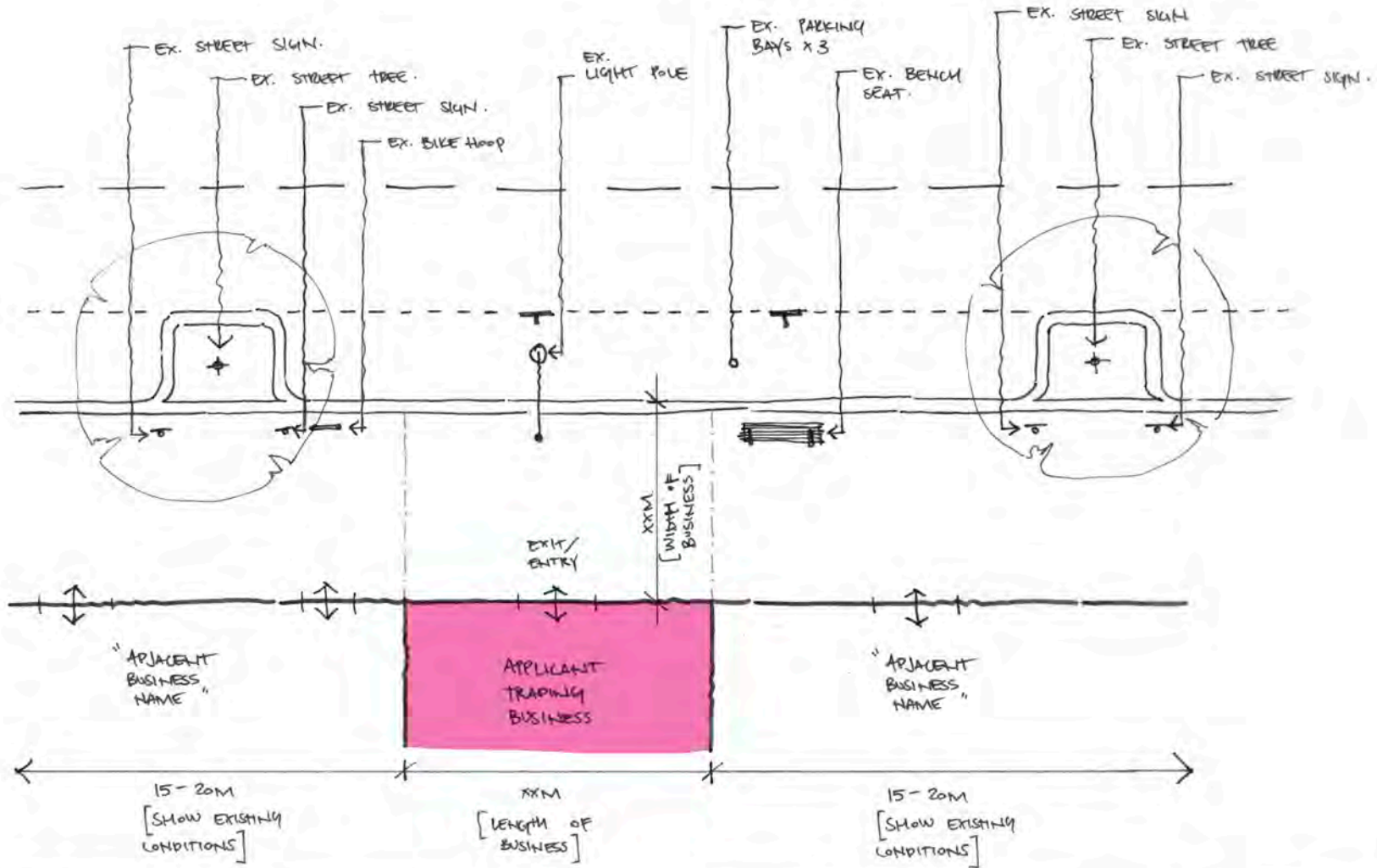
6.0 Appendix

Appendix A

EXAMPLE EXISTING CONDITIONS PLANS
Footpath Trading - Typical

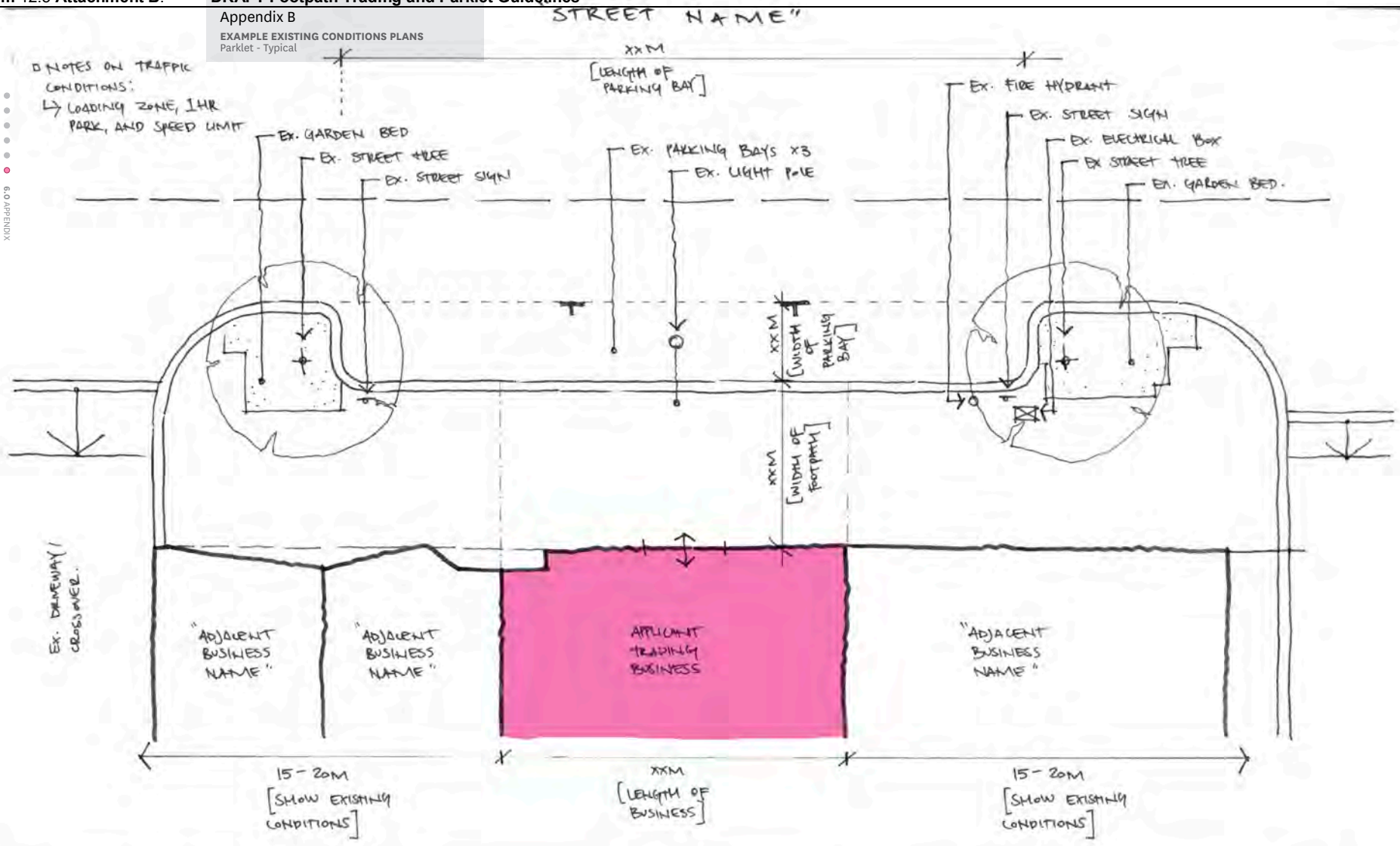
"STREET NAME"

6.0 APPENDIX



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Appendix B
 EXAMPLE EXISTING CONDITIONS PLANS
 Parklet - Typical



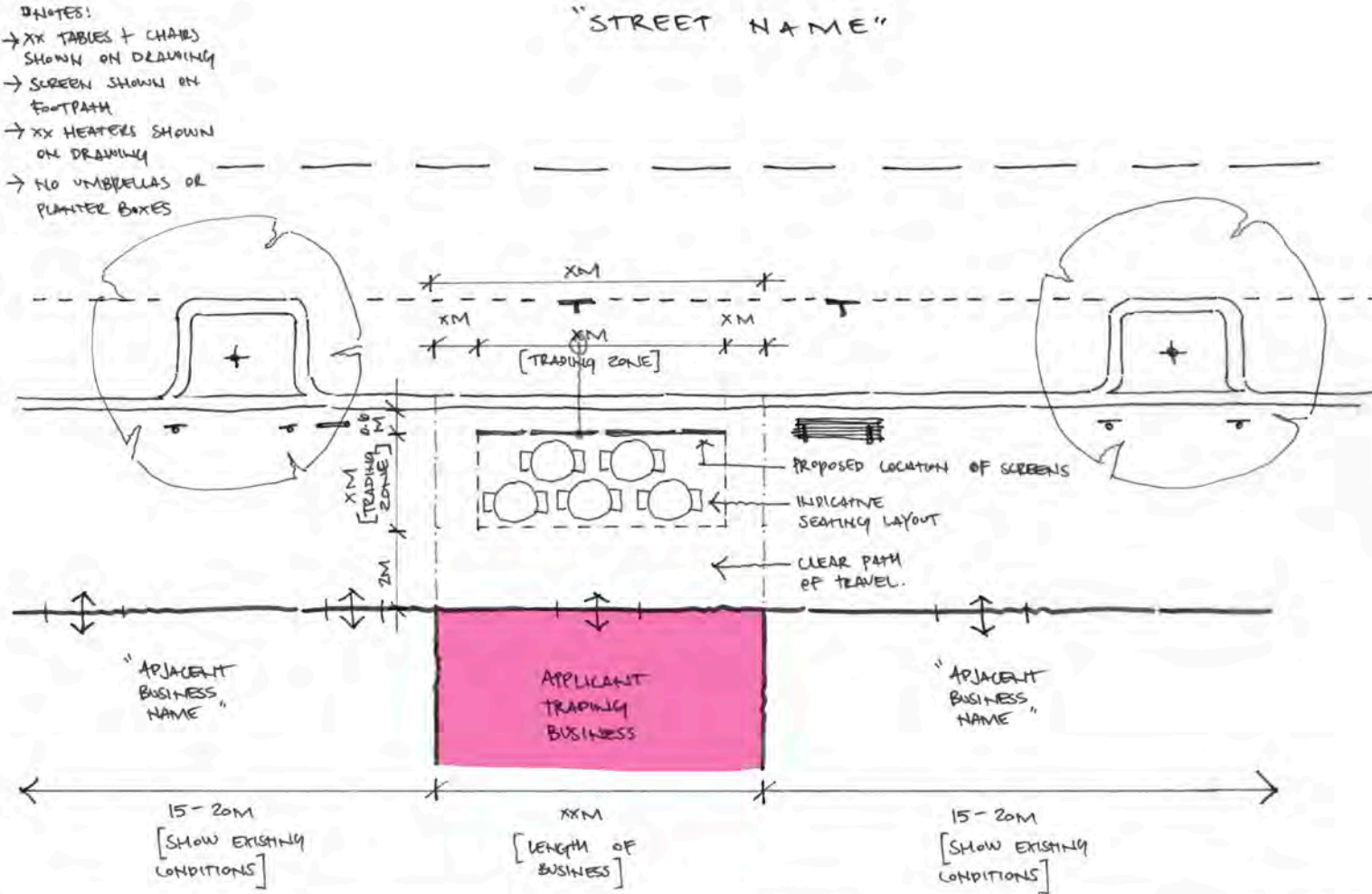
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Appendix C
EXAMPLE PROPOSED WORKS PLANS
Footpath Trading - City Street

let Guidelines

6.0 APPENDIX

- NOTES:
- XX TABLES + CHAIRS SHOWN ON DRAWING
 - SCREEN SHOWN ON FOOTPATH
 - XX HEATERS SHOWN ON DRAWING
 - NO UMBRELLAS OR PLANTER BOXES



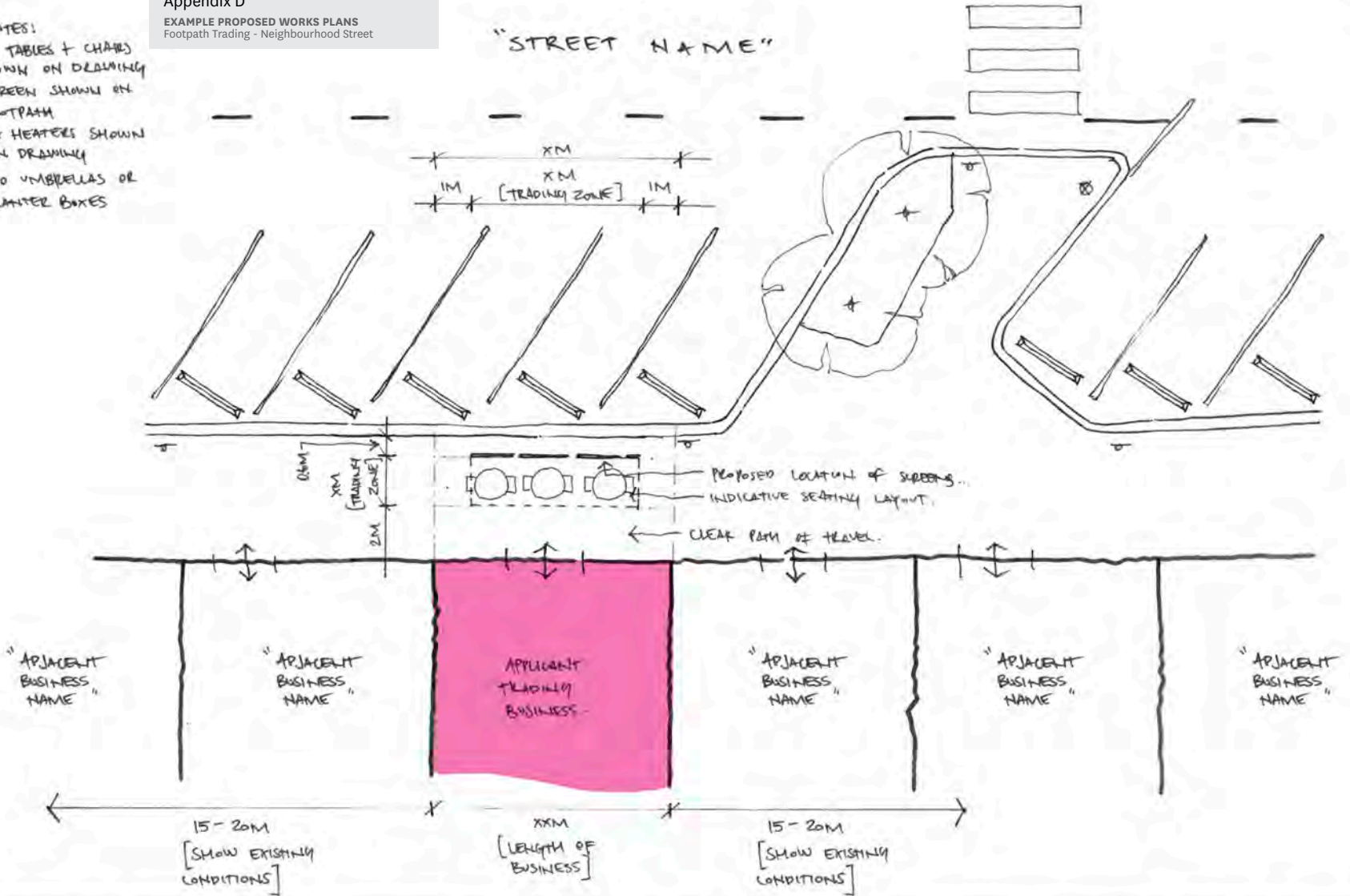
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Appendix D
EXAMPLE PROPOSED WORKS PLANS
Footpath Trading - Neighbourhood Street

at Guidelines

- NOTES:
- XX TABLES + CHAIRS SHOWN ON DRAWING
 - SCREEN SHOWN ON FOOTPATH
 - XX HEATERS SHOWN ON DRAWING
 - NO UMBRELLAS OR PLANTER BOXES

6.0 APPENDIX



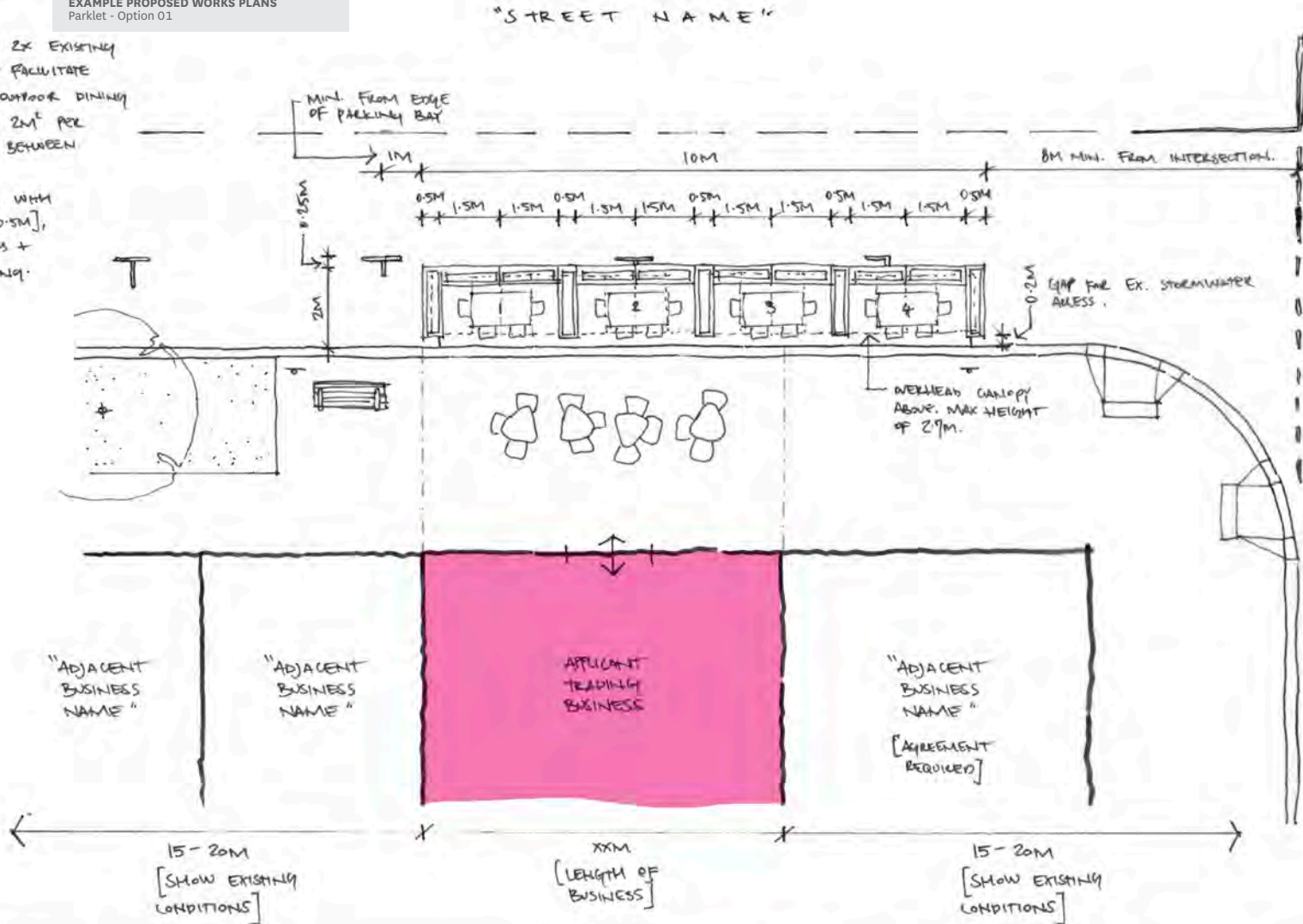
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Appendix F
EXAMPLE PROPOSED WORKS PLANS
Parklet - Option 01

Parklet Guidelines

- NOTES:
- PROPOSED USE OF 2X EXISTING PARKING BAYS TO FACILITATE 4x PARKLETs FOR OUTDOOR DINING
 - ALLOWS FOR MIN. 2M² PER PERSON + 1.5M BETWEEN TABLES.
 - TIMBER PARKLETs WITH PLANTERS [1.5M x 0.5M], PLATFORMS, ARBORES + CANOPIES + LIGHTING.

6.0 APPENDIX



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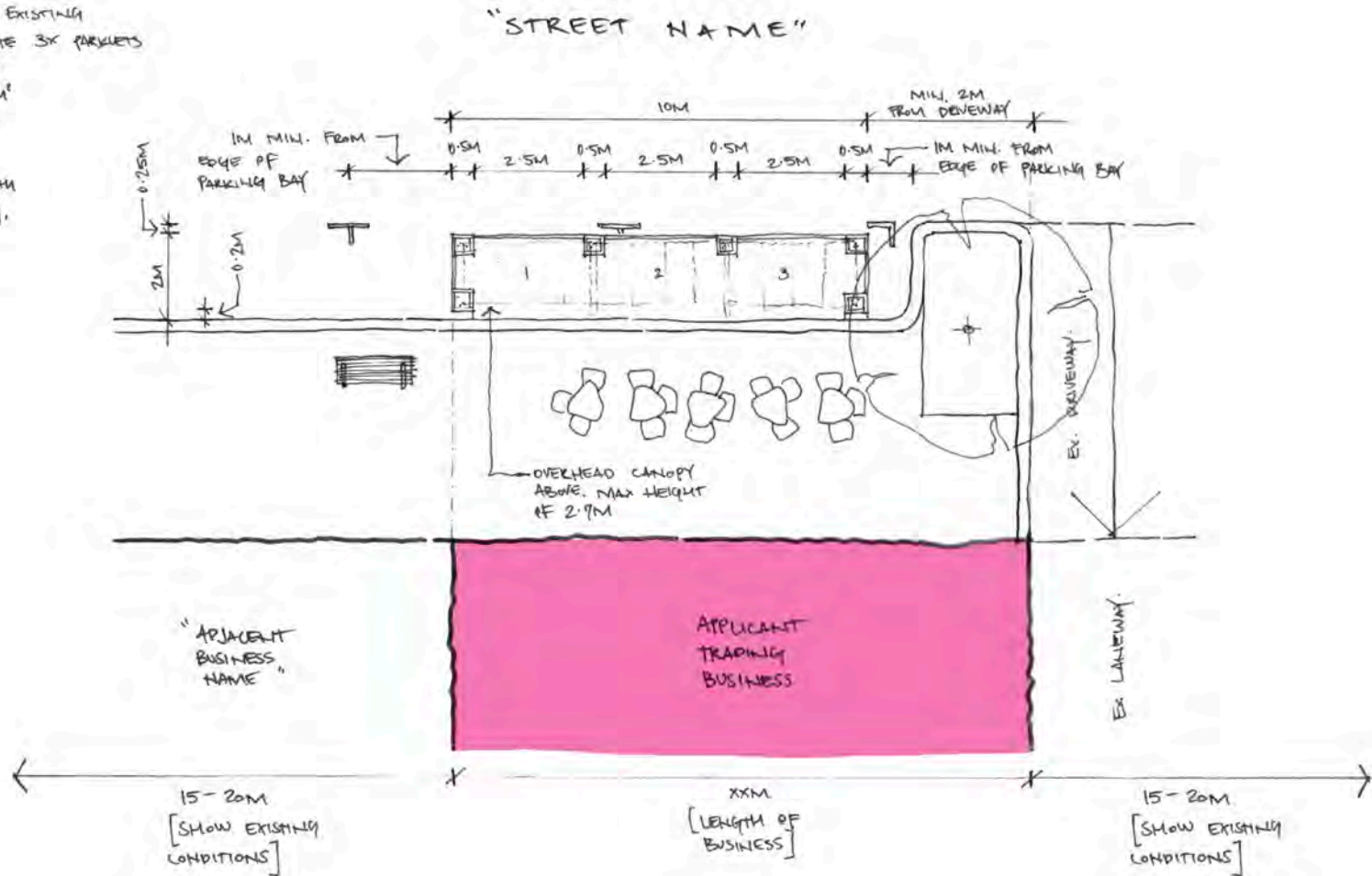
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REVISION 01

Appendix G
EXAMPLE PROPOSED WORKS PLANS
Parklet - Option 02

let Guidelines

- NOTES:
- PROPOSED USE OF 2x EXISTING CARPARKS TO FACILITATE 3x PARKLETS FOR OUTDOOR DINING
 - ALLOWS FOR MIN 2M² PER PERSON + 1.5M BETWEEN TABLES.
 - TIMBER PARKLETS WITH PLANKS (0.5M x 0.5M), PLATFORMS, ARBOUR, CANOPIES, + LIGHTING.



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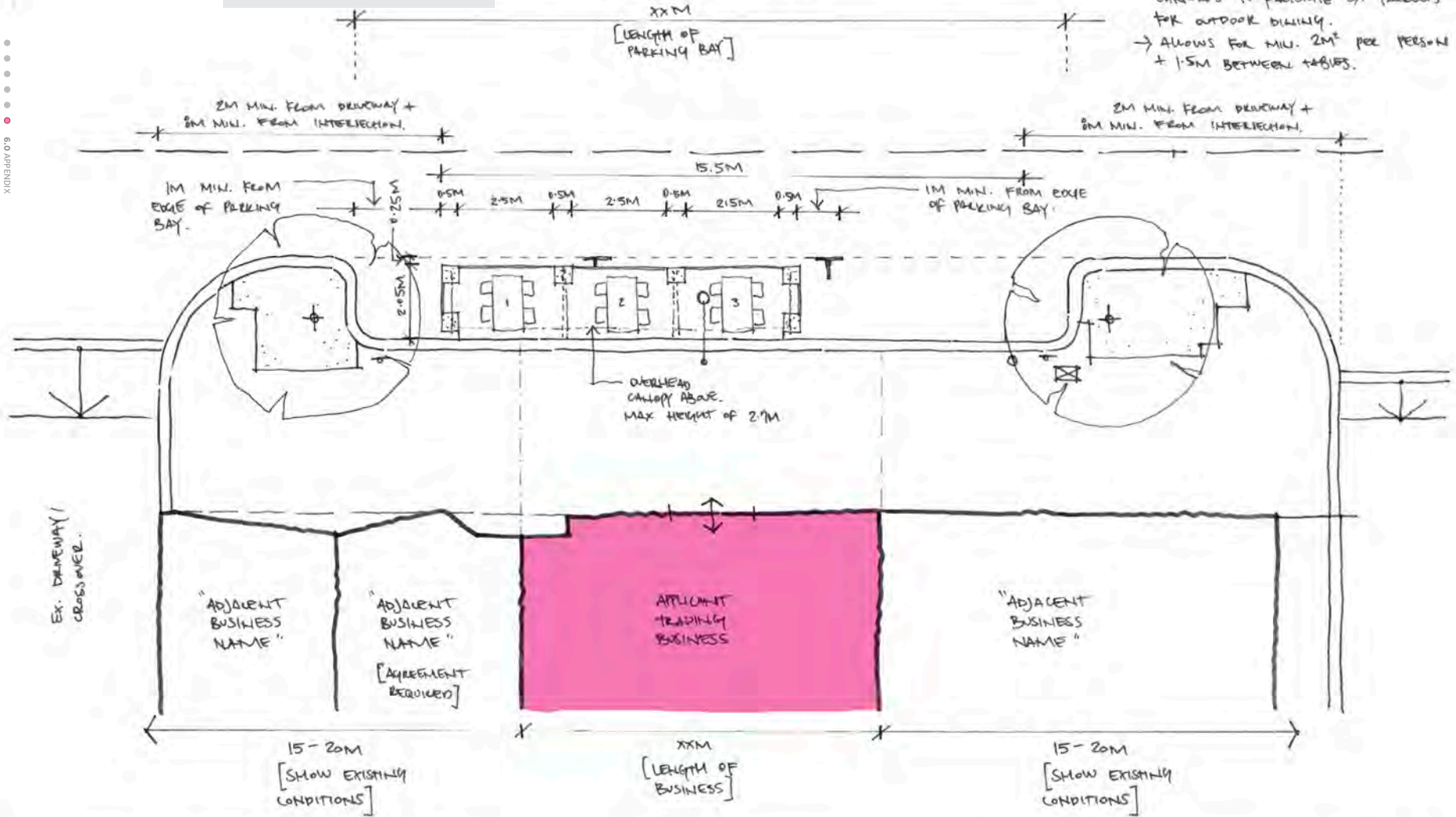
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REVISION 01

Appendix H
EXAMPLE PROPOSED WORKS PLANS
Parklet - Option 03

let Guidelines

"STREET NAME"

- # NOTES:
- PROPOSED USE OF 3X EXISTING CURBS TO FACILITATE 5X PARKLETS FOR OUTDOOR DINING.
 - ALLOWS FOR MIN. 2M² PER PERSON ± 1.5M BETWEEN TABLES.



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6.0 APPENDIX



**FRANKSTON CITY
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Seaford >> Frankston >> Langwarrin >> Karingal >> Skye >> Frankston South >> Frankston North >> Carrum Downs >> Langwarrin South >> Sandhurst

Executive Summary

12.6 2022-23 Invest Frankston Façade Improvement Grants

Enquiries: Tammy Beauchamp: Communities

Council Plan

| | |
|----------|---|
| Level 1: | 5. Thriving Economy |
| Level 2: | 5.4 Elevate Frankston City's identity as an innovation hub and business-friendly city |

Purpose

To seek Council endorsement of grant funding recommendations for the 2022-23 *Invest Frankston Façade Improvement Grants* program.

Recommendation (Director Communities)

That Council:

1. Notes the 2022-23 Invest Frankston Façade Improvement Grants program was completed on 12 May 2023. The assessment panel, including independent members, has recommended the awarding of 12 grants, to a total of \$100,000, which is already allocated in the 2022/23 budget;
2. Notes the Mayor will notify successful applicants and Council Officers will notify unsuccessful applicants of the outcome no later than 16 June 2023; and
3. Resolves that the attachment be retained confidential until 16 June 2023 on the grounds that it includes personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs (*Local Government Act 2020, s.3(1)(f)*) and would if prematurely released might undermine public confidence and make people reluctant to submit nominations in the future, which would compromise Council's ability to run similar grants programs in the future.

Key Points / Issues

- The *Invest Frankston Façade Improvement Grants* program aims to support a thriving local economy and to making local shopping and commercial precincts more attractive and inviting by offering financial support to businesses, and commercial property owners, to improve the external appearance of their property via a competitive application process
- Council's 2022-23 *Invest Frankston Façade Improvement Grants* program included a total budget of \$100,000.
- Council's 2022-23 *Invest Frankston Façade Improvement Grants* program commenced 25 March 2023 and was finalised 12 May 2023.
- Applications for the 2022-23 *Invest Frankston Façade Improvement Grants* program were assessed against weighted criteria by a panel comprised of Frankston Business Collective representatives and Council Officers.
- The 2022-23 *Invest Frankston Façade Improvement Grants* Assessment Panel has recommended that Council award 12 grants, to a total value of \$100,000.

Financial Impact

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

12.6 2022-23 Invest Frankston Façade Improvement Grants**Executive Summary****Consultation****1. External Stakeholders**

Not applicable.

2. Other Stakeholders

Not applicable.

Analysis (Environmental / Economic / Social Implications)

The *Invest Frankston Façade Improvement Grants* program aims to support a thriving local economy and to making local shopping and commercial precincts more attractive and inviting by offering financial support to businesses and commercial property owners to improve the external appearance of their property.

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

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

Legal

Not applicable.

Policy Impacts

Not applicable.

Officer's Declaration of Interests

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

Risk Mitigation

Thirty-five Stage 1 applications were received, with 1 application deemed ineligible to apply for Stage 2 as it did not meet the eligibility criteria as outlined in the 2022-23 *Invest Frankston Façade Improvement Grant* guidelines.

From a total of twenty Stage 2 applications received, twelve were recommended for awarding of grants by the assessment panel following a robust assessment scoring process.

Conclusion

Council's 2022-23 *Invest Frankston Façade Improvement Grants* program included a total budget of \$100,000. The Assessment Panel recommended that Council award 12 grants, to a total value of \$100,000.

All applicants will be informed of the outcome of the 2022-23 *Invest Frankston Façade Improvement Grants* program no later than 16 June 2023.

12.6 2022-23 Invest Frankston Facade Improvement Grants

Executive Summary

ATTACHMENTS

Attachment A: 2022-23 Invest Frankston Facade Improvement Grants
Successful Applicants - **CONFIDENTIAL**

Executive Summary

12.7 Destination Event Attraction Program - Round 1 Recommendations

Enquiries: Tammy Ryan: Customer Innovation and Arts

Council Plan

Level 1:

5. Thriving Economy

Level 2:

5.3 Strengthen Frankston City as a destination for events and creative arts industries

Purpose

To seek approval to provide financial and in-kind support to recommended events for Round 1 of the Destination Event Attraction Program.

Recommendation (Director Customer Innovation and Arts)

That Council:

1. Endorses the recommended funding and in-kind support for the successful event/s in Round 1 of the Destination Event Attraction Program, to a total value of \$185,000 including \$140,000 cash support and \$45,000 in-kind, which is already allocated in the 2023-2024 Budget;
2. Authorises the public release of the business name/s of the successful grant recipient/s only at the conclusion of this Council Meeting; and
3. Resolves that Attachments A, B & C remain confidential indefinitely, on the grounds that they include private commercial information, being information provided by a business, commercial or financial undertaking that (i) relates to trade secrets; or (ii) if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage (Local Government Act 2020, s3(1)(g)). These grounds apply because the information is commercial information and would, if released, compromise Council's ability to obtain similar detailed information from tender applicants in the future.

Key Points / Issues

- Submissions for Round 1 of the Destination Event Attraction Program (DEAP) opened on 10 March and closed 12 April 2023.
- Thirteen applications were received, requesting over \$1.2 million of financial contributions from Council in addition to in-kind support.
- The panel recommends four events across three event type categories and three venues.
- The Assessment Panel is recommending Council provide cash funding to the value of \$140,000 and estimated in-kind support to the value of \$45,000 in Round 1 of the Program, resulting in 110,000 available to acquire another event in Round 2.

Financial Impact

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

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

It is recommended that funding of \$140,000 is allocated across the recommended event/s in Round 1, supplemented by in-kind support to the value of \$45,000. This in-

12.7 Destination Event Attraction Program - Round 1 Recommendations**Executive Summary**

kind support includes loss of income from waived site fees, marketing support and event management advice and guidance.

The total value of both the cash funding and in-kind support recommended for Round 1 of the DEAP is \$185,000 (Attachment A). The remaining \$110,000 will be allocated in Round 2.

Consultation**1. External Stakeholders**

285 event organisers, suppliers and promoters were directly notified of the opportunity to apply for funding. In addition, the program was widely promoted across both Council's corporate and Arts and Culture channels, including event, arts and culture industry platforms and forums, via paid and organic social media campaigns and inclusion in industry and public e-newsletters.

2. Other Stakeholders

The development of the DEAP was prioritised by the Destination Working Group that includes three Councillors, CEO, Director Culture Innovation and Arts and Manager Arts and Culture.

The Assessment Panel consisted of Officers from Events, Programming, Arts and Culture Management plus Tourism and Campaign Marketing; in addition to a community representative from the Frankston Arts Advisory Committee. Each member was selected based on their relevant skills, experience and professional focus on events, arts and culture as a driver for destination development.

Council's Head of Festivals and Major Events provided expert advice to the panel specifically in relation to the appropriateness of proposed event locations, applicant capability and calendar cohesion.

Analysis (Environmental / Economic / Social Implications)

Events are a significant driver of visitation to Frankston City. While the City has a robust calendar of existing events the DEAP gives the city a competitive edge to attract additional events that support the City's objective to build its positioning and reputation as a creative events destination.

Three tiers of funding are available through the Program, determined by the event's projected attendance numbers, profile and reach, economic impact, community and business engagement and viability.

The event/s recommended for support in Round 1 are expected to attract over 10,000 attendees, contribute significantly to the local economy and create a number of employment opportunities.

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

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

Legal

All applications to remain commercial in-confidence.

12.7 Destination Event Attraction Program - Round 1 Recommendations**Executive Summary**Policy Impacts

The Destination Event Attraction Program Guidelines provide the framework for the eligibility and assessment of the applications, there is no direct link to a specific Council policy.

Officer's Declaration of Interests

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

Risk Mitigation

The DEAP supports Council objectives to position the City as a creative events destination by attracting high profile, dynamic and transformative events across the year.

The competitive tender and procurement process ensures funding is equitably distributed to eliminate unsolicited and ad-hoc funding applications.

Council risks damage to its reputation if the events supported are not delivered safely and successfully, therefore, the capacity and competence of the event organisers is a key component to the assessment criteria.

To mitigate potential risks further, delivery standards are included in each contract prior to the awarding of funds. Furthermore, event organisers are advised of and supported to navigate all statutory permit and approval obligations to mitigate any barriers to the successful delivery of the event.

The Assessment Panel have evaluated the capability; knowledge and event management experience of the applicants to ensure they can adequately deliver the event proposed. Each applicant will be responsible for the successful development and delivery of the events as well as managing and mitigating the risks of their event.

Conclusion

The Destination Event Attraction Program is a core strategic program to support Council's objective to position and build the city's reputation as a creative destination for arts, culture and events.

It is recommended that Council provide support in the form of cash funding to the total value of \$140,000 and in-kind support to the value of \$45,000 to the applicant/s recommended in Round 1.

ATTACHMENTS

- Attachment A: Destination Event Attraction Program 2023/24 – Round 1 -- Successful Recommendations - **CONFIDENTIAL**
- Attachment B: Destination Event Attraction Program 2023/24 – Round 1 - Unsuccessful Applicants - **CONFIDENTIAL**
- Attachment C: Destination Event Attraction Program 2023/24 - Total Score Matrix - **CONFIDENTIAL**

**12.7 Destination Event Attraction Program - Round 1 Recommendations
Officers' Assessment****Background**

The DEAP aims to attract high profile, unique and vibrant events which position and build the city's reputation as a Creative Events Destination, are likely to result in perception transformation, attract new audiences and provide long-term reputational benefits to the City.

The key objectives of the DEAP are to partner with event organisers which will:

- Position and build Frankston's reputation as a creative events destination
- Deliver high calibre events
- Enhance civic pride, transform perceptions and stimulate imaginations
- Present unique experiences which drive visitation and create social media worthy moments
- Achieve significant media attention and reach
- Inspire creative community, embrace bold ideas and creative ambition
- Celebrate culture diversity, inclusion and accessibility
- Showcase the city's lifestyle and cultural assets, delivering experiences which are distinctly Frankston
- Expose and attract new audiences to Frankston City
- Drive economic and branding benefits to the local economy.

Applicants are able to submit for one of three funding tiers:

Tier 1 events include:

- High calibre events which position and build Frankston's reputation as a Creative Events Destination; and
- Unique experiences that transform perceptions, achieve significant media attention and drive economic and branding benefits through the attraction of new audiences.

Tier 2 events include:

- High calibre events which contribute to positioning Frankston as a Creative Events Destination; and
- Bold ideas that stimulate imaginations, celebrate the city's lifestyle and generate significant positive media attention to transform perceptions and attract new audiences

Tier 3 events include:

- Events which stimulate imaginations, celebrate the city's lifestyle and cultural diversity and generate positive local media attention to enhance civic pride.

Round 1 applications opened on 10 March 2023 and closed 21 April 2023.

Upon release, the DEAP was emailed directly to 285 event management companies and suppliers, advertised on event industry websites, promoted in event industry forums, including in electronic communications from across Council and advertised via both paid and organic posts on social media.

Thirteen applications were received by the Round 1 close date.

**12.7 Destination Event Attraction Program - Round 1 Recommendations
Officers' Assessment****Issues and Discussion**

The Destination Event Attraction Program has been specifically developed to position and build the city's reputation as a creative destination for arts, culture and events.

The Assessment Panel followed a rigorous process to evaluate each application against the DEAP objectives and relevant Tier selection criteria (Attachment C - Confidential).

The events recommended by the panel most successfully addressed the program criteria, demonstrating:

- how the event would support Frankston's positioning and reputation as a Creative Events Destination;
- that the applicant had the capability, capacity, experience and skill to develop and deliver the event;
- that the event could be delivered with adequate attention given to accessibility, sustainability and environmental requirements;
- the event's viability including the presentation of a realistic and fair budget with diverse revenue streams; and
- a concept which would attract new audiences to raise the city's profile and change perceptions to drive visitation.

The remaining events that were not recommended by the Panel will be given feedback; guided to alternative funding programs; or provided options to elevate the proposal presented for subsequent and alternate funding programs (Attachment B – Confidential).

Options Available including Financial Implications

This report recommends awarding funding to the total value of \$140,000 in cash funding in Round 1 to be supplemented by in-kind support to the value of \$45,000.

In-kind support includes loss of potential income from waived site fees, marketing support and event management advice and guidance.

The total value of both the cash funding and in-kind support recommended for Round 1 of the DEAP is \$185,000

The DEAP is funded within the Arts and Culture operational budget. No additional funding is required.

There are no financial implications associated with the report.

Executive Summary

12.8 Downs Estate Community Project proposed building development

Enquiries: *Tim Bearup: Communities*

Council Plan

| | |
|----------|---|
| Level 1: | 4. Well Planned and Liveable City |
| Level 2: | 4.3 Provide well designed, fit for purpose, multi-use open spaces and infrastructure for the community to connect, engage and participate |

Purpose

To inform Council of a request from Downs Estate Community Project Committee for Council to support the repurposing of allocated funds for the construction of a modular room for use by volunteers at their site.

Recommendation (Director Communities)

That Council:

1. Notes the request from the Downs Estate Community Project (DECP) for Council to support the repurposing of their \$200,000 external grant from the Victorian Government (and the existing Council contribution of \$22,500) to install a modular room for use by volunteers at the Seaford site instead of restoring the existing farm house as was originally intended;
2. Notes that the DECP will forfeit the \$200,000 allocated to them by the Victorian Government if Council does not sign the Funding Agreement by 16 June 2023 to deliver the modular-build project;
3. Notes that the installation of the modular room is estimated to cost \$215,000, however it may incur a cost over-run of approximately \$17,500 if pending advice from Melbourne Water indicates ramps are needed. Any shortfall in funding would require additional Council expenditure;
4. Notes there would be ongoing maintenance costs of the modular build that is estimated to be \$12,000 per annum and an additional single cost of \$35,000 if the existing farm house is to be demolished;
5. Notes that Council resolved on 15 August 2022 to cap its financial contribution at \$22,500 and affirmed that it would not provide any further non-renewal capital funding, nor be responsible for any cost over-runs associated with the works (in recognition of the substantial funds Council had previously invested to date totalling \$666,000); and
6. Notes that given the existing resolution of Council that prevents any additional contribution of capital funds, officers cannot support the current request and enter into a Funding Agreement with the Victorian Government to deliver the modular build.

Key Points / Issues

At its Council Meeting 2022/CM12 on 15 August 2022, it was resolved that Council:

1. *Notes recent correspondence from the Downs Estate Community Project (DECP) seeking a cash contribution of \$22,500 from Council, in order for DECP to secure their cash contribution to a "Living Local – Suburban Stream" grant application that they have made to the Victorian Government;*

12.8 Downs Estate Community Project proposed building development**Executive Summary**

2. *Notes that the funding bid seeks to raise monies to rehabilitate the historical farm house at the Downs Estate site, which has gradually fallen into disrepair and, in its existing form, is attracting anti-social behaviour, squatting, affecting the amenity of the area and is creating an ongoing cost to Council (i.e. security patrols and temporary fencing);*
 3. *Acknowledges the ongoing work undertaken by both Council (\$666,000 to date in addition to significant in-kind officer support) and the DECP to revitalise the Downs Estate site/Seaford Wetlands Precinct;*
 4. *Writes a letter of support to the relevant Victorian Government funding body, as well Paul Edbrooke (Member for Frankston), Lee Tarlamis OAM (Member for the South Eastern Metropolitan Region) and The Hon. Sonya Kilkeny (Member for Carrum) endorsing the DECP's sought funding bid;*
 5. *Provides formal in-principal support to the relevant funding body to confirm that Council will make a cash contribution of \$22,500 to it, on behalf of DECP, provided that the grant application is successful. This is made on the basis that to comply with the grant criteria, DECP are required to provide a cash contribution in this amount - which they cannot accommodate – as well as in-kind support of \$7,500 which DECP are able to provide;*
 6. *Authorises the CEO to identify and allocate Council's contribution from the existing budgetary pool in the event the grant bid is successful; and*
 7. *Formally writes to DECP to:*
 - (a) *Make clear that Council will not provide any further non-renewal capital funding for the farm house given the substantial sum of funding already provided to the Harry Downs site (\$666k). The Council contribution is specifically capped at \$22,500 (in the event the grant bid is successful); and*
 - (b) *Advise that Council as land owner will need to construct and/or project manage the farmhouse works – using the grant money obtained – as land owner. Council will not be responsible for, or fund, any cost overruns given the current financial climate around construction costs."*
- DECP were successful in being awarded \$200,000 from The Living Local Suburban grant, from the Department of Jobs, Skills, Industry and Regions (DJSIR) (formerly the Department of Jobs, Precincts and Regions) towards the Farm House restoration works.
 - However, this amount of money is not enough to restore the farmhouse. DECP sought to secure a further \$400,000 plus in additional funding for this restoration project to proceed. Unfortunately, they have not been successful in obtaining any further funding.
 - DECP are now at risk of forfeiting the \$200,000 in funding if they cannot proceed with the project.
 - Given the absence of additional funding and the risk of losing their existing grant, DECP have made the decision to abandon their vision of restoring the farm house. Instead, they are seeking to re-purpose the Living Local Suburban grant to establish an alternative enclosed structure on site (proposing a modular build to keep costs to a minimum). DECP have approached Council, seeking support to proceed with the revised proposal (See appendix A).
 - The scope of the proposed modular build consists of:
 - an all-weather accessible building with to provide space for at least 10 -12 people to be able to meet, relax and skill share.

12.8 Downs Estate Community Project proposed building development**Executive Summary**

- Some security measures to reduce likelihood and impact of vandalism.
 - Solar power access
 - Roof connection to an adjacent tank to maintain water collection for on-site activities.
 - In order to tailor the modular functionality to the available budget, DECP have indicated they are not requiring a kitchenette with connection to existing tanks at this time.
- DJSIR have confirmed they would be supportive of varying the scope to accommodate this alternate use of the funds. However, given the impending end of financial year, they require Council to have signed the Funding Agreement in relation to the project by 16 June 2023.
 - The total budget allocation is: \$225,500. This comprises \$200,000 from Victorian Government and \$22,500 from Council, which Council has previously committed to via Council resolution.
 - Council officers have obtained a Quantity Survey (QS) for the proposed installation of the modular build and associated works. It is estimated to be \$215,000. This is within the available budget, provided that the project management function is provided by DECP as part of their in-kind contribution.

However, officers are awaiting advice from Melbourne Water in relation to flooding considerations (given it is close to the wetlands), which may potentially add a further cost of \$25,000 to the alternate project, if a ramp is required to be constructed. If this is the case, it may result in a cost over-run of approximately \$17,500. There is no additional grant available to cover this potential cost over run, and DECP have advised that they cannot cover these additional monies. If the ramp was required, then DECP requests that Council covers this additional sum.
 - The QS amount does not include demolition of the existing farm house which is currently restricted from public access with temporary fencing. The demolition of the farm house is estimated at a further cost of approximately \$35,000. The installation of the modular is not dependant on the demolition activities taking place prior. DECP have requested that any demolition of the farm house is not deducted from their \$225,000 grant monies.
 - Preliminary advice received from Council's Development Services Department indicate there are no significant impediments that would prevent the project from proceeding as proposed.
 - There is an estimated annual maintenance cost of \$12,000 that would also need to be included in recurrent Council budgets. This would allow for essential maintenance services (ESMs) and to manage potential vandalism/graffiti as well as solar panel and battery maintenance.
 - On 15 August 2022, Council resolved to cap its financial contribution to the farm house restoration at \$22,500 and affirmed that it would not provide any further non-renewal capital funding, nor be responsible for any cost over-runs associated with the works (in recognition of the substantial funds Council had previously invested to date totalling \$666,000).
 - Therefore, given the existing resolution of Council that prevents any additional contribution of capital funds (coupled with the revised scope of the works that are outside the previous resolution of Council), officers are not able to support

12.8 Downs Estate Community Project proposed building development**Executive Summary**

the current request from DECP to enter into a Funding Agreement with the Victorian Government to deliver the modular build.

- A standard clause within State Government Funding Agreements is that the Grant Recipient (Council) is responsible for any cost over runs in the delivery of the project. The existing resolution of Council also prevents Council from signing the Agreement on this basis.

Financial Impact

Council has invested \$666K of funds to date to support the work of the DECP (excluding in-kind officer time).

The DECP explored other funding opportunities to progress the project but were only able to source one funding grant which is insufficient to achieve the restoration of the farmhouse homestead. It is for this reason they have requested to change the scope and instead install a modular room for use by volunteers.

The Victorian Government Living Local Suburban grant awarded DECP \$200,000, which is permitted to be re-scoped as a submission for an all-weather shelter on site (rather than a restoration) to provide a room for volunteer / community activities. The total allocated budget for the project is \$225,000 which includes Council's cash contribution of \$22,500.

The QS for the modular purchase and installation indicates that it could be achieved within the allocated budget. However, there is a risk that flood mitigation will be required which would add a further cost of \$25,000 for the inclusion of a ramp (thus exceeding the budget by approximately \$17,500).

The demolition of the farm house would be at a further cost of \$35,000 (it is not directly required for the installation of the modular-build), and ongoing maintenance of the modular-build is estimated to be \$12,000 per annum.

Given Council's current resolution preventing any further capital expenditure on the project, the proposal from DECP cannot be supported without further intervention. If Council does not support the revised scope and approve the Funding Agreement by 16th June 2023, the \$200,000 grant will subsequently be forfeited and returned to the State Government.

Consultation**1. External Stakeholders**

Council officers have engaged with DECP representatives in relation to the proposal.

2. Other Stakeholders

Ongoing consultation is occurring with Council internal departments including Community Strengthening, City Futures, Building Services, Building Infrastructure, Planning, Procurement Property and Risk.

Analysis (Environmental / Economic / Social Implications)

The DECP positively contributes to the social fabric of the community through establishment of networks, healthy lifestyles and friendships. The DECP provide a unique, valuable and inclusive gathering and learning place for diverse community members.

They create opportunities for the general community to connect with the natural environment and with each other, participating in farming practices and enjoying a

12.8 Downs Estate Community Project proposed building development**Executive Summary**

range of social, skills based and recreational activities. If Council does not support the installation of the modular room, DECP volunteers would need to continue to make use of their limited existing facilities.

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

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

Legal

Not applicable.

Policy Impacts

Not applicable.

Officer's Declaration of Interests

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

Risk Mitigation

Not applicable.

Conclusion

The DECP have sought Council's support to install a modular room on site at the Downs Estate for use by volunteers instead of pursuing the restoration of the farm house (due to the insurmountably high costs of doing so). The purchase and installation of the modular room can be delivered within the allocated budget unless flood mitigations are required (awaiting advice) in which case it could exceed the budget by approximately \$17,500.

Ongoing maintenance costs is estimated to be \$12,000 per annum. Given Council's current resolution not to allocate any additional capital funds to the project without further intervention, the proposal from DECP cannot be supported.

If Council does not approve the Funding Agreement with the State Government by 16th June 2023, the \$200,000 that was allocated to DECP will be forfeited and returned to the State Government.

ATTACHMENTS

Attachment A: [↓](#) Letter to FCC Mayor Councillors and CEO Cantillon re: Down's Estate Farm House June 1 2023

To the Mayor, Councillors and CEO Cantillon,

We are writing to:

- update you on our fund seeking efforts for Restoration of the Farm House at Down's Estate;
- ask for your support through a motion which will allow the requirements of the Victorian Government Living Local Suburban Grant Agreement (DJPR) for \$200,000 to be met and for it to be signed by FCC as auspice and Project Managers.

The most important community benefit outcomes as set out in our Living Local grant application will be achieved by using the grant for the Alternative Build Project option, which was chosen as the best way forward, once we accepted the Farm House Restoration was not able to be fully funded in the timeframes required. With a simple modular type build we can still find ways to honour our heritage and local identity as we intended.

A new all weather structure on site will allow Down's Community Farm to move forward, realising the potential of its diverse programs that are currently thwarted by the lack of such a building. It would also greatly support the infrastructure investment already made by Council.

As background, our search for funding for the Farm House restoration has resulted in only one successful application, from the Victorian Government Living Local Fund (DJPR) for \$200,000.

Having received FCC support in August 2022 for this grant application, we were in a position to consider the offer we received in October 2022 from the Living Local Suburban Fund (DJPR), for a \$200,000 grant as a co-contribution to the total Farm House Restoration cost of over \$700,000. As we could not sign on without the other funds secured, DJPR allowed us until March 2023 to consider two options ie to put forward an Alternative Build proposal to construct a simple new building that would fall within the Grant amount, or to gain the total amount for the restoration.

By March we had exhausted our efforts to achieve compatible grants with compatible timeframes for the restoration. Although our long held dream was to create a unique all weather community space in this Farm House, we had to face the reality that we had not succeeded in finding the funding needed, but we still had the opportunity with the Living Local Grant to create the all weather space pivotal to our progress, using an alternative modular type build.

The Farm House restoration is unfortunately no longer viable using our grant seeking resources and we would no longer object to its demolition.

We have been working with Officers at FCC on this Alternative Build Project, looking at options that can meet the Grant amount of \$230,000 which includes our volunteer hours contribution and FCC's cash contribution, as included in the grant application. Danny Colgan, Manager Revitalisations Programs at DJPR, has been communicating with us since his on site visit this year in January and has been very supportive in helping to get this grant successfully executed.

The deadline to sign is imminent and Officers have had to inform us that as Project Managers they are unable to guarantee funds for any financial overruns as required by DJPR, due to the resolution last August saying no further funds will be allocated to the then Farm House project, now the Alternative Build Project.

We are asking for your support once more, that a motion be made which will allow the requirements of the Grant Agreement to be met so it can be signed. That, should there be a cost overrun, despite everyone's determined efforts to keep within the budget's restraints, Council would assist with this overrun. We do believe that working together with Council we will be able to achieve an accessible build within the grant budget and are ready to make any modifications we can to prevent overruns.

We do not see this as our asset – but as a Council and community asset, open to use by all, and no matter how simple a structure, it will achieve its overriding purpose of providing shelter, comfort and welcome.

In this long exercise, we have learned that it is very hard to find infrastructure grants for large amounts where you can also meet their many varied criteria. We have managed to achieve this one, against all expectations and do not want to see this major amount of \$200,000 lost to the community.

We hope you will see fit to reconsider your decision last August to enable this Alternative Build Project to proceed, as it may be the only opportunity we ever get for a much needed structure on site to benefit the community in these challenging times.

With our strong links to Frankston Community Gardens Network, University of Melbourne, Belvedere Community Centre, Frankston Environmental Friends Network, Peninsula Health Community Plate, Salvos Youth Program and our connections to local Community Houses, Frankston Social Enterprise Hub, Frankston Business Collective and now Radio Carrum, we believe we have a lot to offer the community and still have the passion to do so.

Yours sincerely,

Down's Community Farm Committee

(DECP Inc)

Executive Summary

12.9 Kindergarten Strategy and Priority Infrastructure Projects

Enquiries: Claire Benzie: Communities

Council Plan

- | | |
|----------|---|
| Level 1: | 1. Healthy and Safe Communities |
| Level 2: | 1.1 Engage families to promote the importance of early childhood education and health |

Purpose

To provide Council with an update on the next priority kindergarten infrastructure projects and to seek endorsement to commence community engagement for these projects and the Kindergarten Strategy.

Recommendation (Director Communities)

That Council:

1. Notes the current Early Years infrastructure priority projects and the Building Blocks Partnership, including the time limited additional funding offers from State Government for these projects;
2. Approves Baden Powell Kindergarten and Seaford Child and Family Centre projects to commence community engagement in June 2023; and
3. Approves the Kindergarten Strategy community engagement to commence in June 2023.

Key Points / Issues

- Upcoming Priority Projects

Key priority areas for kindergarten expansion include Seaford and Frankston South, which have been discussed and agreed in principle as part of the State Government Building Blocks Partnership. The upcoming kindergarten projects in these areas are Baden Powell Kindergarten in Frankston South and Seaford Child and Family Centre in Seaford. Preliminary feasibility assessments have been carried out for both projects determining that the expansions are feasible and within the existing sites. These projects will support the shortfall of places as the Reform is rolled out.

Full details of the projects are attached as, 'Attachment A – Upcoming Priority Projects.'

- Kindergarten Strategy

A Kindergarten Strategy is proposed to commence in June 2023. The Strategy will involve community and stakeholders and will determine priority order of infrastructure projects with a view to: maximise additional funding available, identify new land opportunities, including opportunities to build larger facilities at one site and potentially return land to Council, detail the projected work force issues and better understand community needs.

The Strategy will also explore alternative options for delivery of kindergarten programs in Frankston.

Anticipated Kindergarten Strategy Timeline:

- June 2023 – Commence community engagement
- March 2024 – Draft Strategy presented to Council

12.9 Kindergarten Strategy and Priority Infrastructure Projects**Executive Summary**

- March-April 2024 – Public Exhibition
- June 2024 – Final Strategy presented to Council
- Seaford Kindergarten Committee of Management Proposal

In 2022 officers received a proposal from the Seaford Kindergarten Committee of Management to be moved to the Kananook Pre-School site and to align with the Kananook Primary School.

Council officers have had several conversations and meetings with the Committee and the Kananook Primary School to discuss the matter. The Committee have also approached Department of Education, Frankston City Councillors, Early Learning Association of Australia (ELAA) and the Education Minister to seek support for their proposal.

Officers have engaged with Council's City Futures Department and Development Services Department to ascertain future development in the Kananook area. There is no significant growth in the near future and the existing projects in Council's Long Term Infrastructure Plan (LTIP) are expected to meet the demand in the Seaford local area.

A recent desktop feasibility assessment was carried out by an Architect to determine the options for future expansion at the Kananook Kindergarten site. The advice received shows that a two room kindergarten is not feasible within the existing site.

Council officers will continue to work with the Seaford Kindergarten Committee and will continue to monitor demand in the Kananook area. Should there be an increase in demand, Officers will work with the Victorian School Building Authority (VSBA) Kindergarten on School Sites team; this is the Department of Education's preferred method of determining new kindergarten locations on school sites.

The Seaford Committee's proposal is attached as 'Attachment B – Seaford Kindergarten Proposal'.

Financial ImpactState Government Additional Funding Offer

Council recently received correspondence from State Government regarding a major additional funding boost for the Reform rollout. Funding amounts for Building Blocks Capacity Grants and Building Blocks Partnerships (BBPs) have increased significantly to support the delivery of additional infrastructure capacity. This time limited offer is available for both upcoming projects, noting the delivery timelines proposed will meet the funding criteria to be operational by June 2026. These projects have been identified and agreed in principle via the Building Blocks Partnership as the areas of highest need for additional kindergarten places.

Council has accepted the funding offer of \$82,000 to support development of a new Kindergarten Infrastructure and Service Plan (KISP) and \$40,000 for a Workforce Strategy. This commitment is key to ensuring that infrastructure investment is targeted where and when it is needed to support the roll-out of three and four year old kindergarten. A fundamental element to the success of the reforms is having the workforce to continue to deliver high-quality programs. The Workforce Strategy grant is intended to assist the development of a five-year workforce plan to support the supply of the workforce required to deliver the Reform. All of this work will further support the development of the Kindergarten Strategy.

12.9 Kindergarten Strategy and Priority Infrastructure Projects**Executive Summary****Budget Allocation for Upcoming Priority Projects**

| Project | Total Budget | Rates | Income | Grants | Loans |
|-------------------------|--------------|---------|-----------|-----------|-----------|
| Baden Powell | 1,700,000 | 150,000 | 1,550,000 | | 1,550,000 |
| Seaford C&FC | 6,050,000 | 350,000 | 5,700,000 | 4,500,000 | 1,200,000 |

Consultation**1. External Stakeholders**

The following external stakeholders were consulted on the planning and delivery of one or both projects:

- Community Kinders Plus (CKP)
- Seaford Kindergarten Committee of Management
- Kananook Primary School Principal and School Council
- Cohen Leigh Architects
- Department of Education
- Victorian School Building Authority

2. Other Stakeholders

The following internal teams were consulted on the initial planning and feasibility of kindergarten/early years projects:

- Building and Facilities
- Capital Works Delivery
- Traffic Engineering
- Environment and Planning
- Open Space
- Development Services
- Youth Services
- Recreation
- Sustainable Assets
- Finance
- Property Services
- Social Policy and Planning

Analysis (Environmental / Economic / Social Implications)

There is a known existing demand for kindergarten places in Frankston South and Seaford. The introduction of funded three-year-old kindergarten commencing this year and an increase in program hours for four-year-old kindergarten in the future will further increase this demand.

12.9 Kindergarten Strategy and Priority Infrastructure Projects**Executive Summary**

Central registration for kindergarten places for 2024 has commenced. Officers are receiving queries from families registering now for kindergartens where there is a known upcoming project. Questions around logistics and where children will be relocated have been raised. Officers have noted that there is some misinformation that children will remain onsite during construction and this is a potential risk that this will continue until community engagement commences. It is important that families are provided with reasonable time to make a choice regarding the suitability of the relocation site for their family needs.

There is significant research showing that quality early childhood education improves children's outcomes before, during and after the school years, and that two years of kindergarten have a greater impact than one.

Investment in early learning can also have significant benefits for society, including greater social cohesion, reduced inequality, and a healthier, happier and more resilient community. There is a high social and economic return on investment in the early years.

It is important that Council supports the reform changes and additional infrastructure projects to give the children in Frankston City the best start in life.

Ultimately, if infrastructure projects are not supported there may be fewer families moving into Frankston City, more families moving out of the area to access free early years education, and poorer future outcomes regarding mental health, social and economic, increased vulnerability and health and wellbeing issues.

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

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

Legal

Council has many decision making roles under the Local Government Act, and must consider a range of legislation, policies and strategies as part of its decision making.

A key component of Council decision making is to ensure a net community benefit is achieved. To do this, compromise between different strategies, policies and/or views must sometimes be made in the context of overarching governance principles, which include that priority is to be given to achieving the best outcomes for the municipal community and future generations and the consideration of financial, economic, social and environmental sustainability.

Local Government is a key stakeholder in the Victorian Government Kindergarten Reform. The Kindergarten Infrastructure and Services Plan (KISP), although not legally binding, is an agreement co-signed by the Department of Education and Training (DET) and Frankston City Council to support the Kindergarten Reform. It is a commitment to work together to improve joint planning to deliver more kindergarten places to better support children and families wherever they live.

12.9 Kindergarten Strategy and Priority Infrastructure Projects**Executive Summary**Policy Impacts

Relevant Council policies include, Open Space Strategy, Housing Strategy, Kindergarten Infrastructure and Services Plan (KISP), Community Infrastructure Plan (CIP), Municipal Early Years Plan (MEYP) and the Council Plan.

A Kindergarten Strategy will commence development in June this year that will guide and support the Kindergarten Reform roll out, community and stakeholders will have various opportunities to be part of the process.

Officer's Declaration of Interests

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

Risk Mitigation

To apply a circumspect approach to the Reform, it is prudent that Council consider continuing with the already progressed projects and place a hold on any new projects until the Kindergarten Strategy is adopted by Council. It is important to note the time limited additional funding offer for the infrastructure projects identified in this report significantly reduces costs to Council. Delay in progressing the high priority infrastructure projects may negatively impact Council's ability to access these funds in the future.

The Baden Powell and Seaford Child and Family Centre projects have been discussed with the Department of Education and Victorian School Building Authority. It is important these projects be progressed in a timely manner to ensure Frankston City can continue to provide high quality education programs for children. These projects are vital to also provide further relocation options for future projects in the LTIP.

Officers propose to commence engagement and update the Engage Frankston website with the background and need for kindergarten expansion at these sites. It is essential that the relocation plan also be communicated early to reduce the number of complaints from families that are registering for kindergarten at these sites.

In relation to the Seaford Committee's proposal, without evidence to support the need for a new kindergarten in Kananook there is a risk that a new facility may be underutilised. Therefore officers will continue to work with the Committee and monitor demand in the area, noting the Kindergarten Strategy will support identifying community need.

Conclusion

The next two priority projects, Baden Powell Kindergarten and Seaford Child & Family Centre are in high demand local areas for community kindergarten. The Baden Powell and Seaford Kindergarten projects are supported by Department of Education as high priority and delaying these projects to deliver the Strategy will not change this priority status. The additional funding offer from State Government could be accessed for these projects as the delivery timeline meets the funding criteria for June 2026, and therefore reducing costs to Council. To ensure delivery and funding timelines can be met, community engagement for both projects is scheduled to commence in June, along with the Kindergarten Strategy.

12.9 Kindergarten Strategy and Priority Infrastructure Projects

Executive Summary

ATTACHMENTS

Attachment A: [↓](#) Upcoming Priority Projects

Attachment B: [↓](#) Seaford Kindergarten Proposal

Baden Powell Kindergarten Project

Existing Infrastructure in Frankston South and Expected Future Demand

There is a current supply of 126 approved places for sessional kindergarten provided from the following three facilities:

- o Baden Powell (one room with service approval for 28 places catering for three & four year old kindergarten).
- o Delacombe Park (two rooms with service approval for 68 places catering for three & four year old kindergarten).
- o Paratea (one room with service approval for 30 places catering for three & four year old kindergarten).

The current Frankston City Council Kindergarten Infrastructure and Services Plan (KISP) estimates that by 2029 the municipality will have 560 kindergarten places for three-year-old kindergarten that cannot be accommodated by existing services. In Frankston South the predicted shortfall will be 94 places. Additionally the recent announcement to increase program hours for four-year-old kindergarten will further increase the demand for places.

The Paratea Kindergarten was recently assessed for potential expansion and the outcome of this assessment indicated that expansion at this site is not possible due to site restrictions.

The recently adopted Community Infrastructure Plan (CIP) details the Frankston South Local Area will require a total of six kindergarten rooms to meet the expected demand for both three- and four-year-old kindergarten.

The CIP recommendation is to expand the Baden Powell Kindergarten, providing the additional two kindergarten rooms required to meet the expected demand.

Project Proposal

The project scope for the Baden Powell site is to demolish the existing single room kindergarten and single Maternal and Child Health consultation suite and place a Victorian School Building Authority (VSBA) pre-fabricated modular building onsite, comprising of three kindergarten rooms and one Maternal and Child Health consultation suite.

It is proposed that during demolition and construction the children enrolled for this kindergarten will be relocated to a nearby available licenced kindergarten space in Mornington Peninsula Shire Council. Maternal and Child Health families will be relocated to the nearest available location.

The timing of this project is very important to ensure that there is minimal impact on the children attending the kindergarten. Delivery is required during the 2024 calendar year to enable children to commence programs in February 2025.

The anticipated timeline of the project:

- | | | |
|--------------------------|---|--------------------------|
| Preparation and Planning | - | October 2022 - May 2023 |
| Community Engagement | - | June - July 2023 |
| VSBA Delivery | - | February - November 2024 |

Programs Commence - February 2025

Seaford Child and Family Centre Project

Existing Infrastructure in Seaford and Expected Future Demand

There is a current supply of 109 licensed sessional kindergarten places provided from the following four facilities (four rooms):

- Belvedere Park Preschool (one room with service approval for 28 places catering for three- and four- year-old kindergarten)
- Seaford Kindergarten (one room with service approval for 29 places catering for three- and four- year-old kindergarten)
- Seaford Heights Preschool (one room with service approval for 26 places catering for three- and four- year-old kindergarten)
- Riviera Preschool (one room with service approval for 26 places catering for three- and four- year-old kindergarten)

The area also contains the Kananook Preschool, a retired kindergarten site being utilised for playgroups. This site previously operated as a kindergarten and in 2017 was deemed unviable by the service operator due to the reduction in enrolments for this kindergarten. This site is now being used as a temporary kindergarten for the Riviera Pre-School while their kindergarten is being expanded and will also be used to relocate the Seaford Kindergarten during the redevelopment of the Seaford Child and Family Centre.

The Frankston City Council KISP estimates that by 2029 the municipality will have 560 kindergarten places that cannot be accommodated by existing services. In Seaford the projected shortfall is 181 places.

The Community Infrastructure Plan (CIP) acknowledges and recommends the planning and establishment of the Seaford Child and Family Centre, consolidation of the Belvedere and Seaford Heights kindergarten and redevelopment of the Riviera site, all projects are listed in the current LTIP.

To meet the future demand for kindergarten in the Seaford Local Area, six kindergarten rooms are required. This will be achieved by the expansion of Riviera from one room to three, Seaford Child and Family Centre from one room to two; and two rooms at the Seaford Heights site which is a future project in the LTIP to consolidate the existing Belvedere Park and Seaford Heights kindergartens.

Project Proposal

The project scope for the Seaford Child and Family Centre is to demolish the existing single room kindergarten and separate two room Maternal and Child Health consultation suites, and replace with a custom built integrated facility comprising of two kindergarten rooms, two Maternal and Child Health consultation suites, allied health service space, parent education/playgroup space and a dedicated youth services area.

It is proposed that during demolition and construction the children currently attending this kindergarten site will be relocated to the retired single room Kananook site. The Maternal and Child Health service will relocate to the new modular building located at the Riviera site.

The timing of this project is very important to ensure that there is minimal impact on the children attending the kindergarten and the additional State Government funding can be utilised. Delivery is proposed during the 2024/2025 financial year to enable children to commence programs in February 2026.

The anticipated time line of the project:

| | | |
|--------------------------|---|---------------------------|
| Preparation and Planning | - | October 2022 - May 2023 |
| Community Engagement | - | June - August 2023 |
| Construction | - | July 2024 - November 2025 |
| Programs Commence | - | February 2026 |

Proposal to merge Seaford Kindergarten Incorporated with Kananook Primary School from 2023

Dear Frankston City Council,

Thank you for taking the time to meet with us last week, and for providing us with an update on proposed changes in the Seaford area.

After considering the options and ideas for the early years' services within the Seaford area we would like to inform you of a proposal to merge Seaford Kindergarten Incorporated with Kananook Primary School in 2023.

Background:

There is currently significant demand for a community early years' service within the Kananook Seaford area. At present, children and families are being directed to services in Karingal, or to parts of Frankston that have no access via public transport, causing 'at-risk' children and families not being able to access an early years' service for their children.

The impact of this is that there is a large cohort of 'at risk' children arriving at Kananook Primary School who are simply not 'school ready', which puts them at further disadvantage in life. The evidence for this has been communicated to the school and also within the community.

The Seaford Kindergarten Committee of Management understands that the City of Frankston currently has plans to use the previous site of Kananook Preschool as a 'placeholder' for Riviera Kindergarten, whilst Riviera Kindergarten, and others in the area, are being re-developed.

We believe that this is not a long-term equitable solution for local families in the Kananook Seaford area.

We have also not been made aware of any community engagement in regards to these changes.

Recommendation:

The Seaford Kindergarten Committee of Management recommends that Seaford Kindergarten Incorporated be moved to the previous site of Kananook Preschool, with the notion to merge and become governed under Kananook Primary School in 2023, on a permanent basis. This would provide a long-term solution for the 'at risk' children and families who currently have no access to an early years' service.

This proposal would take place with a guarantee that Seaford Kindergarten Incorporated would merge with Kananook Primary School in 2023, under the School Council Operations Model, and eventually operate out of the site of the previous Kananook Preschool. This would allow for a sustainable and supportive community early childhood service within the Kananook Seaford community, which, at the moment, is lacking.

We, and the Seaford Kananook community, do not believe it is equitable to re-develop and provide two early years' services within such a short distance of each other, but provide no easily accessible services for those families in the Kananook Seaford area. We ask that Frankston City Council please re-think their position and planning to enable the whole Seaford community to have access to sustainable, equitable and affordable community early years' education.

Seaford Kindergarten Incorporated's official position is that instead of re-developing the current sites of Riviera Kindergarten and Seaford Kindergarten, that the site of Kananook Preschool be re-developed, in conjunction with Kananook Primary School, for Seaford Kindergarten to merge with Kananook Primary School and become a permanent and sustainable early year's service in the Kananook Seaford area, as well as redeveloping either the current sites of Riviera or Seaford Kindergartens to provide for the demand of places and additional hours. However, if Council is able to project that demand is greater, the option of redeveloping all three services could be a possibility.

We believe this proposal would not only provide a more streamlined process for families involved within the kindergartens and the community but a more equitable and sustainable solution for early years' services being provided to the families and communities of Seaford.

Evidence to support the Proposal:

We know the *School Council Operations Model* of an early years' service is positive, and provides many benefits for both the school and the early years' service, as well as to the children and their families. Such benefits include the long-term academic and wellbeing success of a child, positive transitions, better relationships between staff and families, consistency of educational pedagogy and practice and better engagement within the educational setting. Further and more detail on the benefits can be read in '**Kindergarten on School Sites 2019**' (MacMaster, M., & Howell, R., Northern Early Years Cluster).

Successful models of this type of operation can be seen locally at Bonbeach Preschool, located on the site of Bonbeach Primary School, as well as at Box Hill North Primary School, which pioneered the model when they became the first Victorian primary school to have an operational early years' service onsite, and also at Oakleigh Kindergarten which operates from the site of Oakleigh Primary School.

Requirements to meet this Proposal:

This proposal would mean a change to the current planning of early years' service site redevelopments within Frankston City Council. Our thoughts are that the current site of Riviera Kindergarten doesn't have to be re-developed. The current proposed 3 room plus meeting room modular building could be put onto the site of Kananook Preschool, and possibly Kananook Primary School if more space is required and this proposal is in agreement with the school, for Seaford Kindergarten Incorporated to then occupy in 2024 and be able to provide the increased hours proposed by the Victorian State Government. The Seaford Kindergarten site could be redeveloped as planned in 2024, to which then Riviera Kindergarten/CKP could occupy. The site of Riviera Kindergarten could then be redeveloped if early years places are still required. The Riviera Kindergarten community never have to move for 2023 and all families and communities are given adequate notice so that they feel informed, empowered and part of the process.

The merger would mean a change to enrolments for Seaford Kindergarten Incorporated if moved to the site of Kananook Preschool in 2024.

We are able to discuss other possibilities if the above do not meet Council requirements.

We also understand the above timelines for building redevelopments are based on best outcomes and a streamlined process and that a delay in these timelines may be required.

Seaford Kindergarten currently has:

1. Three Bachelor Qualified Teachers, two of whom are dual qualified (one in primary education and one in social work, with prior experience in providing wellbeing services to children and families),
2. Four Diploma qualified educators (one of whom will be bachelor qualified in 2023, one who is also studying bachelor in early childhood education, and one of whom is competent in early childhood administration).
3. Another Bachelor Qualified Teacher currently employed on a maternity leave position but who would like to remain part of the service.

Seaford Kindergarten has existing staffing to fulfil the proposed extension of hours by the current Victorian Government, and is committed to providing an ongoing early childhood service that excels in providing education and care to all children and families of Seaford.

Outcomes from this Proposal

A merge with Kananook Primary School would support the vision held by the current Victorian Government – providing an early childhood service within or next to primary schools.

We appreciate that merging with Kananook Primary School would take some time, however Seaford Kindergarten Incorporated could remain as a community operated kindergarten throughout this process. I am willing to remain as President of Seaford Kindergarten Incorporated to support the merger, however this would be dependent upon the provision of a completion date for any potential merger.

Key Partnerships:

The Seaford Kindergarten Committee of Management and staff are willing to work with Kananook Primary School, the Victorian Government and Frankston City Council to move forward with the **proposed merger** between Seaford Kindergarten Incorporated and Kananook Primary School.

We feel this merger not only provides a solution for Riviera Kindergarten and their families and Frankston City Council, but supports at risk families and the long-term future of an early years' service within the Seaford Kananook community. We also appreciate that this merger would require re-planning through Frankston City Council and we are willing to support the process in whatever way we can. We have key stakeholders on board with the proposal and are willing to facilitate the alignment of everyone involved to make this opportunity a positive change for our community.

We believe this a proposal is an exciting opportunity for all those involved, being able to pilot the State Government's vision within the Frankston City Council area.

Yours Sincerely,



Seaford Kindergarten Incorporated President

17. CONFIDENTIAL ITEMS

Section 3(1) of the *Local Government Act 2020* enables the Council to close the meeting to the public if the meeting is discussing any of the following:

- (a) Council business information that would prejudice the Council's position in commercial negotiations if prematurely released;
- (b) Security information that is likely to endanger the security of Council property or the safety of any person;
- (c) Land use planning information;
- (d) Law enforcement information;
- (e) Legal privileged information;
- (f) Personal information;
- (g) Private commercial information;
- (h) Internal arbitration information;
- (i) Councillor conduct panel information
- (j) Information prescribed by the regulations to be confidential information for the purposes of this definition;
- (k) Information that was confidential information for the purposes of section 77 of the *Local Government Act 2020*
- (l) A resolution to close the meeting to members of the public pursuant to section 66(2)(a).

Nil Reports

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Signed by the CEO