



## COUNCIL MEETING AGENDA

### 2024/CM05

### Monday, 13 May 2024



# 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](http://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](http://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](http://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](mailto:councillors.office@frankston.vic.gov.au) to discuss alternative options prior to the meeting.

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

## **The Formal Council Meeting Agenda**

The Council meeting agenda is available for public inspection immediately after it is prepared, which is normally on the Thursday afternoon 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](http://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](http://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](mailto: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](mailto: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](http://www.frankston.vic.gov.au).

- **Presentation of Petitions and Joint Letters**

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

- **Presentation of Reports**

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

- **Presentation of Delegate Reports**

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

- **Urgent Business**

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

- **Closed Meetings**

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

**Opportunity to address Council**

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

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### ALL COUNCILLORS

NOTICE is hereby given that a Council Meeting of the Council will be held at the Civic Centre, Davey Street, Frankston, on 13 May 2024 at 7:00 PM.

### 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. CM4 held on 22 April 2024.
- 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 for March 2024 .....3
  - 11.2 City Futures Progress Report - Quarter 3 January - March 2024 .....39
- 12. CONSIDERATION OF REPORTS OF OFFICERS**
  - 12.1 Governance Matters Report for 13 May 2024.....58
  - 12.2 Frankston City Council Economic Scorecard January - March 2024 .....91
  - 12.3 Capital Works Quarterly Report - Q3 - January to March 2024 .....115
  - 12.4 Consolidated Performance Report - including Peninsula Leisure - Q3 - January to March 2024 .....146
  - 12.5 Draft Economic Development and Skilled Community Strategy .....235
  - 12.6 Adoption of Election Period Policy .....308
  - 12.7 Award of Panel Contract - CN11437SPC - VicFleet State Purchasing Contract.....320
  - 12.8 Award of Contract CN11431SPC - Telecommunications Services.....325
  - 12.9 Award of Contract CN11213 Primary Foodstuffs for Meals on Wheels.....329
- 13. RESPONSE TO NOTICES OF MOTION**  
Nil
- 14. NOTICES OF MOTION**  
Nil

**15. LATE REPORT**

- Family Violence Prevention Action Plan 2024-2028

**16. URGENT BUSINESS**

**17. CONFIDENTIAL ITEMS**

Nil



**Executive Summary****11.1 Statutory Planning Progress Report for March 2024**

*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 March 2024.

**Recommendation (Director Communities)**

That Council:

1. Receives the Statutory Planning Progress Report for the month of March 2024;
2. Notes in March 2024, 87% of applications determined were within the statutory timeframe, above the target of 70%;
3. Notes that where an application is made for a Major Development, Council officers will request (in addition to basic elevations) that correctly proportioned streetscape elevations and legible visual perspectives or photomontages, showing the proposed development in the context of adjacent buildings, are provided by the applicant to aid assessment of the application;
4. Notes that where a permit issued for a Major Development within the Frankston Major Activity Centre, Council will request the applicant to provide a data file of the approved plans to populate the 3D model of the Centre which is being developed; and
5. Resolves that Attachment B (General Planning Applications of Councillor Interest Updates) and Attachment C (Major Development Updates) remain confidential indefinitely on the grounds that they contain land use planning information and private commercial information (*Local Government Act 2020, s.3(1)(c) and (g)*). These grounds apply because it contains private 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;

**11.1 Statutory Planning Progress Report for March 2024****Executive Summary**

- Subdivision decisions;
  - VCAT appeal register; and
  - VCAT decisions.
- In March 2024, eighty-eight (88) applications for planning permits, amendments to permits and consents were received, and eighty-four (84) applications determined. A total of 87% of permit decisions were made within the statutory timeframe. The percentage determined within timeframe was above the target of 70%.
- As at the time of preparation of this report, there are 262 undecided planning permits, amendment to planning permits, and plan approval applications currently with Council.
- During the period, eleven decisions related to multi-dwelling applications, seven of which complied with the Multi-Dwelling Visitor Car Parking Guidelines.
- No VCAT decisions were reported during the period.
- No delegated decisions were made concerning applications referred to Council for comment by the Department of Transport and Planning, for ultimate decision by the Minister for Planning.
- Also included in this progress report is the list of 'Major Development Updates' at Attachment B, and the list of 'General Planning Applications of Councillor Interest Updates' at Attachment C, for Council's reference. As agreed with Council, the purpose of providing these reports 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.

**11.1 Statutory Planning Progress Report for March 2024****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

No legal implications.

Policy Impacts

No policy impacts.

**Gender Impact Assessments**

No gender impact assessment was required. This initiative has no impact on our community or the public.

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 March 2024.

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**ATTACHMENTS**

Attachment A: [↓](#) Statutory Planning - Progress Report March 2024

Attachment B: Councillor Major Development Updates - March 2024 -  
**CONFIDENTIAL**

Attachment C: General Planning Applications of Councillor Interest Updates -  
March 2024 - **CONFIDENTIAL**

Progress Report – Planning Applications Received For The Application Date: From 1/03/2024 To 31/03/2024				
<u>Application No</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Date</u>
247/2024/P	North-East	23 Athol Court, Langwarrin 3910	To construct four (4) double storey dwellings in a General Residential Zone (GRZ)	4/03/2024
83/2022/P/VS	North-East	10 Partridge Crescent, Carrum Downs 3201	Compliance Final Inspection	4/03/2024
222/2024/P	North-East	29 Progress Drive, Carrum Downs 3201	To construct buildings and works to an existing warehouse in an Industrial 1 Zone (IN1Z)	5/03/2024
244/2024/P	North-East	5 Shearwater Drive, Carrum Downs 3201	To subdivide the land into two (2) lots in a General Residential Zone (R1Z)	8/03/2024
263/2024/P	North-East	35 Kingston Road, Langwarrin 3910	To construct an outbuilding in a Design and Development Overlay Schedule 4 (DDO4)	17/03/2024
270/2024/P	North-East	60 Colemans Road, Carrum Downs 3201	To construct a building (warehouse) and associated works in an Industrial 1 Zone (IN1Z)	18/03/2024
5/2024/P	North-East	170 McCormicks Road, Skye 3977	Satisfaction Matters - Carparking	19/03/2024
269/2024/P	North-East	24 Bronzewing Drive, Carrum Downs 3201	To construct an extension to an existing dwelling (verandah and deck) on a lot less than 300 square metres in a General Residential Zone (GRZ)	27/03/2024
<b>North-East Ward = 8</b>				
7/2024/P	North-West	17 David Street, Frankston 3199	Certificate of Compliance - Rooming House	1/03/2024
204/2024/P	North-West	Austin Reserve 217R Austin Road, Seaford 3198	To construct building and works (car park) in a Public Park and Recreation Zone (PPRZ)	1/03/2024
216/2024/P	North-West	1/36 Kirkwood Avenue, Seaford 3198	To construct a domestic swimming pool and associated works in a Special Building Overlay (SBO)	5/03/2024
3/2024/P	North-West	7/2 Campbell Street, Frankston 3199	Satisfaction Matters	8/03/2024
238/2024/P	North-West	5A Apsley Place, Seaford 3198	To subdivide the land into six (6) lots in an Industrial 1 Zone (IN1Z)	7/03/2024

239/2024/P	North-West	4/127 Beach Street, Frankston 3199	To subdivide the land into two (2) lots within a Special Building Overlay (SBO) and General Residential Zone 1 (R1Z), and to create two (2) Easements (E-1 and E-2) on Plan of Subdivision RP16567	7/03/2024
256/2024/P	North-West	110 Ashleigh Avenue, Frankston 3199	To use the land for a medical centre, child care centre and restricted recreation facility (gymnasium) in a Commercial 1 Zone (C1Z) To construct buildings and works in a Commercial 1 Zone (C1Z) and Special Building Overlay (SBO) To reduce the number of car parking spaces required under Clause 52.06-5 of the Frankston Planning Scheme	14/03/2024
103/2024/P	North-West	163 Frankston-Dandenong Road, Frankston 3199	To construct buildings and works for an irrigation building and two rainwater tanks in a Special Use Zone (SUZ1) and Special Building Overlay (SBO)	19/03/2024
264/2024/P	North-West	5, 5A & 5B Kookaburra Street, Frankston 3199	Change of use to Motor Vehicle, Boat and Caravan sales within a Commercial 2 Zone (C2Z)	21/03/2024
290/2024/P	North-West	6 East Road, Seaford 3198	Two (2) lot subdivision within a General Residential Zone (GRZ)	21/03/2024
292/2024/P	North-West	Seaford Maternal and Child Health Centre 2/41 Railway Parade	Buildings and works for the use of the land for a Carpark (associated with the Seaford Child and Family Centre) in a General Residential Zone (GRZ1)	22/03/2024
298/2024/P	North-West	3 Hannah Street, Seaford 3198	To subdivide the land into three (3) lots in a General Residential Zone (R1Z) and Special Building Overlay (SBO)	26/03/2024
268/2024/P	North-West	11 Johnstone Street, Seaford 3198	To subdivide the land into two (2) lots in a General Residential Zone (R1Z) and Special Building Overlay (SBO)	26/03/2024
273/2024/P	North-West	10 Jarrah Court, 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 1 (R1Z)	28/03/2024
266/2024/P	North-West	12 Cricklewood Avenue, Frankston 3199	To construct three (3) double storey dwellings, to vary the Restrictive Covenant and to subdivide the land into three (3) lots in a General Residential Zone (R1Z)	29/03/2024
North-West Ward = 15				
205/2024/P	South	Robinsons Park 97 Robinsons Road, Frankston 3199	To remove two (2) substantial native trees in an Environmental Significance Overlay Schedule 1 (ESO1) and Significant Landscape Overlay Schedule 1 (SLO1) To remove native vegetation under Clause 52.17 Native Vegetation of the Frankston Planning Scheme	1/03/2024

215/2024/P	South	19 Altarnun Road, Langwarrin 3910	To construct an extension to an existing dwelling in a Low Density Residential Zone (LDRZ), Environmental Significance Overlay (ESO), Design and Development Overlay (DDO) and Bushfire Management Overlay (BMO)	4/03/2024
218/2024/P	South	28 Pratt Avenue, Frankston South 3199	To construct building and works to an existing dwelling in a Design Development Overlay (DD09)	5/03/2024
220/2024/P	South	7 Piper Crescent, Frankston South 3199	To construct building and works (extension) to an existing dwelling in a Design Development Overlay Schedule 1 (DDO1)	5/03/2024
224/2024/P	South	32 Wells Street, Frankston 3199	To use the land to sell and consume liquor (Restaurant and Cafe License) in a Commercial 1 Zone (B1Z)	6/03/2024
228/2024/P	South	8 Goldborough Court, Frankston South 3199	To construct a domestic swimming pool in a Design and Development Overlay Schedule 9 (DDO9)	6/03/2024
252/2024/P	South	100 Donald Road, Langwarrin 3910	To construct an outbuilding (shed) and associated works in a Design and Development Overlay (DDO4) and a Bushfire Management Overlay (BMO)	13/03/2024
258/2024/P	South	17 Sycamore Road, Frankston South 3199	To construct building and works to an existing dwelling in a Design and Development Overlay Schedule 9 (DDO9)	14/03/2024
253/2024/P	South	125 Fleetwood Crescent, Frankston South 3199	To construct two (2) double storey dwellings to the rear of the existing dwelling (three (3) dwellings) within a General Residential Zone 1 (GRZ1), Design and Development Overlay Schedule 9 (DDO9) and Significant Landscape Overlay Schedule 4 (SLO4)	14/03/2024
277/2024/P	South	561 Nepean Highway, Frankston 3199	To construct a building and carry out works for a three (3) storey dwelling in an Erosion Management Overlay Schedule 3 (EMO3) and to create access to a road in a Transport Zone 2 (TRZ2).	19/03/2024
275/2024/P	South	633 Nepean Highway, Frankston South 3199	To display business identification signage within a General Residential Zone 1 (GRZ1)	19/03/2024
3/2024/P	South	4 Margaret Street, Langwarrin 3910	Certificate of Compliance - Community Care Accommodation	20/03/2024
285/2024/P	South	59 McComb Boulevard, Frankston South 3199	Extension to an existing dwelling in a Bushfire Management Overlay Schedule 1 (BMO1)	20/03/2024
283/2024/P	South	102 Highfield Drive, Langwarrin South 3911	To remove one (1) tree in a Significant Landscape Overlay Schedule 1 (SLO1)	20/03/2024

291/2024/P	South	634A Nepean Highway, Frankston South 3199	To construct a dwelling in a Design and Development Overlay Schedule 2 (DDO2), Erosion Management Overlay Schedule 1 (EMO1) and removal of vegetation under Significant Landscape Overlay Schedule 3 (SLO3)	21/03/2024
296/2024/P	South	Com Prop 5-6 Faith Court, Langwarrin 3910	To remove two (2) substantial trees in a Significant Landscape Overlay (SLO1)	25/03/2024
300/2024/P	South	14 Wentworth Avenue, Frankston South 3199	To subdivide the land into two (2) lots within a General Residential Zone (GRZ) and Design and Development Overlay Schedule 9 (DDO9)	27/03/2024
302/2024/P	South	110 Victory Road, Langwarrin 3910	To construct a shed and vegetation removal within a Rural Conservation Zone (RCZ)	28/03/2024
South Ward = 18				
Total = 41				

Progress Report – Amendments to Planning Permits Received For The Application Date: From 1/03/2024 To 31/03/2024				
<u>Application No</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Date</u>
686/2021/P/E	North-East	88 Potts Road, Langwarrin 3910	Section 72 Amendment - To use and develop the land for a child care centre in a General Residential Zone (GRZ) and to construct a building and construct and carry out works in a Bushfire Management Overlay (BMO) To display business identification and promotion signage	1/03/2024
873/2022/P/A	North-East	1325 Frankston-Dandenong Road, Carrum Downs 3201	Section 72 - To construct buildings and works (twenty-five (25) cabins) in association with a Section 2 Use (Caravan Park) in a General Residential Zone (GRZ)	1/03/2024
686/2021/P/D	North-East	88 Potts Road, Langwarrin 3910	Secondary Consent - To use and develop the land for a child care centre in a General Residential Zone (GRZ) and to construct a building and construct and carry out works in a Bushfire Management Overlay (BMO)	1/03/2024
73/2023/P/VS	North-East	1325 Frankston-Dandenong Road, Carrum Downs 3201	Secondary Consent - To construct buildings and works (one (1) cabin) in association with a Section 2 Use (Caravan Park) in a General Residential Zone (R1Z)	4/03/2024
71/2023/P/VS	North-East	1325 Frankston-Dandenong Road, Carrum Downs 3201	Secondary Consent - To construct buildings and works (one (1) cabin) in association with a Section 2 Use (Caravan Park) in a General Residential Zone (R1Z)	6/03/2024
362/2017/P/F	North-East	1195B Frankston-Dandenong Road & 2/1 Sutton Crescent, Carrum Downs 3201	Section 72 - To construct seven (7) double storey dwellings and the removal of one (1) tree on Lot 217 (Tree No. 627) within Stage 6 of the Wattlewood Estate	18/03/2024
381/2017/P/C	North-East	16 William Road, Carrum Downs 3201	Extension of time - To construct two (2) single storey dwellings to the rear of the existing dwelling (three (3) dwellings)	18/03/2024
486/2018/P/D	North-East	1-3 Chiam Court, Langwarrin 3910	Section 72 - To construct two (2) warehouses in an Industrial 1 Zone (IN1Z), to construct a building or construct or carry out works in a Bushfire Management Overlay Schedule 1 (BMO1)	19/03/2024
512/2022/P/F	North-East	3 Turner Road, Langwarrin 3910	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)	19/03/2024

665/2009/P/C	North-East	13/27 Brunnings Road, Carrum Downs 3201	Secondary Consent - To construct twenty-six (26) dwellings (consisting of twenty-three (23) double storey and three (3) single storey dwellings)	19/03/2024
162/2015/P/J	North-East	20 McCormicks Road, Skye 3977	Section 72 - To use the site for an education center (primary school and secondary school) and advertising signage associated with the church, and education center (primary school and secondary school)	20/03/2024
123/2023/P/VS	North-East	2/7 Silkwood Rise, Carrum Downs 3201	Secondary Consent - To construct a mezzanine floor inside an existing warehouse in an Industrial 1 Zone (IN1Z) and to reduce the number of car spaces required under Clause 52.06-5 of the Frankston Planning Scheme	22/03/2024
730/2015/P/I	North-East	2 Boundary Road & 724 Frankston-Dandenong Road, Carrum Downs 3201	Section 72 - To use and develop the land for a place of worship, one guest dwelling, one caretakers house and to alter access to a Road Zone	25/03/2024
North-East Ward = 13				
150/2021/P/C	North-West	14 Fellowes Street, Seaford 3198	Extension of Time - To construct four (4) double storey dwellings on a lot in a General Residential Zone (GRZ)	3/03/2024
1512/1978/P/K	North-West	108 & 110 Dandenong Road West, Frankston 3199	Secondary Consent - To extend the existing building for the use and development of the site for Car Sales, Motor Vehicle Repairs and associated signage in accordance with the attached endorsed plans	5/03/2024
506/2021/P/B	North-West	25 Oaklands Crescent, Frankston 3199	Extension of Time - To construct three (3) double storey dwellings in a General Residential Zone (GRZ)	6/03/2024
531/2016/P/D	North-West	179 Nepean Highway, Seaford 3198	Extension of time - To construct four (4) triple storey dwellings and to alter access to a Road Zone Category 1	6/03/2024
323/2020/P/A	North-West	7 Graeme Street, Frankston 3199	Extension of Time - 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)	7/03/2024
393/2017/P/D	North-West	47 Dandenong Road East, Frankston 3199	Extension of Time - The construction of one (1) single storey dwelling to the rear of the existing dwelling (two (2) dwellings)	7/03/2024
754/2021/P/B	North-West	1 Northcote Street, Seaford 3198	Extension of Time - To construct two (2) double storey dwellings on a lot in a General Residential Zone (GRZ)	7/03/2024
41/2021/P/C	North-West	23 Burrawong Avenue, Seaford 3198	Section 72 - To construct one (1) double storey dwelling to the rear of existing dwelling (two (2) dwellings on a lot) in a General Residential Zone (GRZ)	12/03/2024

490/2017/P/B	North-West	1-6/34 Boonong Avenue, Seaford 3198	Secondary Consent - Six (6) lot subdivision	12/03/2024
259/2021/P/B	North-West	160 Cranbourne Road, Frankston 3199	Extension of Time - To construct two (2) double storey dwellings on a lot in a General Residential Zone (GRZ) and create access to a Transport Zone 2	13/03/2024
499/2021/P/B	North-West	26A Queen Street, Frankston 3199	Extension of Time - To construct five (5) double storey dwellings on a lot in a General Residential Zone (GRZ) and waiver of one (1) visitor car space under Clause 52.06 of the Frankston Planning Scheme	14/03/2024
881/2023/P/A	North-West	102 Nepean Highway, Seaford 3198	Extension of Time - To construct building and works to one dwelling on a lot less than 300sqm for Lots 1, 2 and 3 on Strata Plan SP32390 and within common property for in a General Residential Zone (GRZ3).	15/03/2024
290/1995/P/B	North-West	199 Austin Road, Seaford 3198	Secondary Consent - Second Dwelling	18/03/2024
800/2021/P/C	North-West	16 Hannah Street, Seaford 3198	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) and buildings and works in a Special Building Overlay (SBO).	18/03/2024
48/2019/P/VS	North-West	6-8 Andrew Street, Seaford 3198	Secondary Consent - Buildings and works associated with a Section 2 Use (Child Care Centre) in a General Residential Zone	18/03/2024
46/2018/P/VS	North-West	26 Kirkwood Avenue, Seaford 3198	Section 72 - To construct a garage and dwelling additions in a Special Building Overlay (SBO)	22/03/2024
787/2021/P/B	North-West	14 Fairway Street, Frankston 3199	Secondary Consent - To construct a double storey building containing a shop and one dwelling in a Commercial 1 Zone (C1Z)	25/03/2024
North-West Ward = 17				
161/2021/P/J	South	43 Golf Links Road, Frankston 3199	Section 72 - To construct one (1) double storey dwelling to the rear of the existing dwelling (two (2) dwellings on a lot) and a two (2) lot subdivision in a General Residential Zone (GRZ)	2/03/2024
579/2015/P/D	South	54 High Street, Frankston 3199	Secondary Consent - Construction of three (3) dwellings in a General Residential Zone. Construction of buildings and works in a Design and Development Overlay	2/03/2024
745/2021/P/B	South	76 Sycamore Road, Frankston South 3199	Extension of Time - To subdivide the land into three (3) lots in a General Residential Zone (GRZ), Design and Development Overlay Schedule 9 (DDO9) and Bushfire Management Overlay Schedule 1 (BMO1)	5/03/2024

136/2017/P/G	South	24 Lee Street, Frankston 3199	Secondary Consent - To construct nine (9) double storey dwellings	7/03/2024
536/2021/P/B	South	55 Bayview Road, Frankston 3199	Extension of Time - To construct two (2) double storey dwellings in a General Residential Zone (GRZ)	15/03/2024
154/2021/P/C	South	31 Hillcrest Road, Frankston 3199	Extension of Time - To construct four (4) dwellings (one (1) triple storey and three (3) double storey) in a General Residential Zone (GRZ)	19/03/2024
191/2017/P/D	South	108 Cranbourne Road, Frankston 3199	Extension of time - To construct one (1) double storey dwelling (Medical Centre and Dwelling), to Change of Use to a Medical Centre (Dental), Business Identification Signage, alter access to a Road Zone Category and reduction to car parking requirements	19/03/2024
84/2018/P/J	South	10 Milne Court, Langwarrin 3910	Extension of Time - To construct one (1) single storey dwelling to the rear of the existing dwelling (two (2) dwellings) and subdivide the land into two (2) lots	19/03/2024
201/1988/P/A	South	1/535-537 Nepean Highway, Frankston 3199	Secondary Consent - Five (5) Unit Development	19/03/2024
433/2022/P/D	South	27 Foot Street, Frankston 3199	Secondary Consent - To construct one (1) single storey dwelling to the rear of the existing dwelling (two (2) dwellings on a lot) in a General Residential Zone (GRZ)	19/03/2024
344/2021/P/B	South	107 Highfield Drive, Langwarrin South 3911	Secondary Consent - To subdivide the land into two (2) lots in a Low Density Residential Zone (GRZ) and Design and Development Overlay (DDO4)	20/03/2024
394/2007/P/H	South	6 Leisureland Drive, Langwarrin 3910	Secondary Consent - 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	20/03/2024
325/2019/P/E	South	10 Pratt Avenue, Frankston South 3199	Extension of Time - To construct two (2) double storey dwellings	21/03/2024
91/2005/P/B	South	4/90 Nursery Avenue, Frankston 3199	Secondary Consent - Construction of six dwellings (55+)	21/03/2024
638/2021/P/B	South	22 Bembridge Avenue, Frankston South 3199	Extension of Time - To construct an extension to an existing dwelling (one dwelling on a lot) in a Bushfire Management Overlay Schedule 1 (BMO1) and to construct a building and construct and carry out works in the Tree Protection Zone of a substantial tree in a Significant Landscape Overlay Schedule 4 (SLO4)	25/03/2024

295/2022/P/B	South	163 North Road, Langwarrin 3910	Extension of time - To construct two (2) double storey dwellings in a General Residential Zone (GRZ)	26/03/2024
288/2020/P/D	South	366 & 368 Nepean Highway, Frankston 3199	Section 72 - To use and construct a Child Care Centre within a Mixed Use Zone (MUZ), to construct a building and construct and carry out works in a Design and Development Overlay Schedule 5 (DDO5) and to create/alter access to a road in Road Zone Category 1	27/03/2024
South Ward = 17				
Total = 47				

Progress Report – Planning Application Decisions For The Application Date: From 1/03/2024 To 31/03/2024					
<u>Application</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Status</u>	<u>Date</u>
98/2024/P	North-East	37/55 McClelland Drive, Skye 3977	To construct an extension to an existing dwelling (verandah) on a lot less than 300 square metres in a General Residential Zone (GRZ)	Permit Approved	5/03/2024
882/2023/P	North-East	2/3 Lathams Road, Carrum Downs 3201	To use the land to produce, sell and consume liquor (Producers licence and Remote sellers licence) in an Industrial 1 Zone (IN1Z)	Permit Approved	6/03/2024
184/2024/P	North-East	7 Frost Street, Carrum Downs 3201	To remove one (1) substantial tree (Tree 499) in Significant Landscape Overlay Schedule 5 (SLO5)	Permit Approved	6/03/2024
579/2023/P	North-East	146 Lyrebird Drive, Carrum Downs 3201	To construct one (1) double 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 (R1Z)	Permit Approved	7/03/2024
89/2024/P	North-East	8 Drake Court, Carrum Downs 3201	To subdivide the land into two (2) lots in a General Residential Zone (GRZ)	Permit Approved	7/03/2024
106/2024/P	North-East	140 Colemans Road, Carrum Downs 3201	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 Panel Beating.	Permit Approved	8/03/2024
1021/2023/P	North-East	5 Wineglass Walk, Carrum Downs 3201	To construct an extension to an existing dwelling (verandah) on a lot less than 300 square metres in a General Residential Zone (GRZ)	Permit Approved	14/03/2024
222/2024/P	North-East	29 Progress Drive, Carrum Downs 3201	To construct buildings and works to an existing warehouse in an Industrial 1 Zone (IN1Z)	Permit Approved	14/03/2024
244/2024/P	North-East	5 Shearwater Drive, Carrum Downs 3201	To subdivide the land into two (2) lots in a General Residential Zone (R1Z)	Permit Approved	14/03/2024
917/2023/P	North-East	21 Colemans Road, Carrum Downs 3201	To construct building and works to an existing warehouse and a reduction in car parking requirements in an Industrial 1 Zone (IN1Z)	Application Lapsed	15/03/2024

192/2024/P	North-East	620 Frankston-Dandenong Road, Carrum Downs 3201	To subdivide the land into two (2) lots in a General Residential Zone (GRZ) To subdivide land adjacent to a road in a Transport Zone 2 (TRZ2)	Permit Approved	18/03/2024
891/2023/P	North-East	23 Titan Drive, Carrum Downs 3201	To construct six (6) stores in an Industrial 1 Zone (IN1Z)	Permit Approved	20/03/2024
973/2023/P	North-East	1025 Dandenong-Hastings Road, Skye 3977	To construct a building and works associated with accommodation (outbuilding) in a Rural Conservation Zone Schedule 2 (RCZ2)	Application Refused	25/03/2024
North-East = 13					
993/2023/P	North-West	10 Jarrah Court, 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 1 (R1Z)	Application Lapsed	1/03/2024
870/2023/P	North-West	29A Hadley Street, Seaford 3198	To construct one (1) double storey dwelling on a lot in a Special Building Overlay.	Application Lapsed	5/03/2024
194/2024/P	North-West	2 Bethune Court, Seaford 3198	To construct building and works (verandah) to an existing dwelling on a lot less than 300 square meters	Permit Approved	6/03/2024
132/2024/P	North-West	3 Lorna Street, Seaford 3198	To subdivide the land into three (3) lots in a General Residential Zone (R1Z)	Permit Approved	13/03/2024
771/2023/P	North-West	8 Margaret Avenue, Seaford 3198	To construct two (2) double storey dwellings on a lot in a General Residential Zone (GRZ)	Permit Approved	14/03/2024
812/2023/P	North-West	29 Claude Street, Seaford 3198	To construct one (1) double storey dwelling to the rear of the existing dwelling (two (2) dwellings on a lot) in a General Residential Zone (GRZ) and to construct buildings and works in a Special Building Overlay (SBO)	Application Withdrawn	15/03/2024
578/2023/P	North-West	12 Mona Street, Seaford 3198	To construct two (2) dwellings on a lot in a General Residential Zone (GRZ)	Permit Approved	21/03/2024

20/2024/P	North-West	2 Hilton Court, Frankston 3199	To remove the covenant contained in Instrument of Transfer C819134 affecting the land contained in Volume 10769 and Folio 079.	Permit Approved	21/03/2024
3/2024/P	North-West	7/2 Campbell Street, Frankston 3199	Satisfaction Matters	Application Withdrawn	22/03/2024
4/2023/P	North-West	6 Cricklewood Avenue, Frankston 3199	Certificate of Compliance - Community Care Accommodation	Certificate of Compliance Refused	27/03/2024
97/2024/P	North-West	2/4 McCulloch Avenue, Seaford 3198	To construct a carport on Common Property in a General Residential Zone (R1Z) and Special Building Overlay (SBO)	Application Lapsed	27/03/2024
North-West = 11					
857/2023/P	South	17 Bangalay Avenue, Frankston South 3199	To construct buildings and works (extension) to an existing dwelling in a Design and Development Overlay Schedule 1 (DDO1)	Permit Approved	1/03/2024
515/2023/P	South	490-504 Nepean Highway, Frankston 3199	Buildings and works in association with a food and drink premises, use of the land for the sale and consumption of liquor (producers liquor licence), reduction in car parking requirements and to erect and display illuminated business identification signage in a Comprehensive Development Zone (CDZ2)	Permit Approved	4/03/2024
317/2023/P	South	573 Nepean Highway, Frankston South 3199	To construct building and works to an existing dwelling in a Design Development Overlay (DDO9) and an Erosion Management Overlay (EMO3)	Application Lapsed	5/03/2024
664/2023/P	South	3 Kirkby Court, Frankston South 3199	To construct buildings and works to an existing dwelling within a Design and Development Overlay Schedule 1 (DDO1) and to remove substantial trees within the Significant Landscape Overlay Schedule 3 (SLO3)	Permit Approved	5/03/2024
998/2023/P	South	16 Bembridge Avenue, Frankston South 3199	To construct a swimming pool in a Design and Development Overlay Schedule 9 (DDO9)	Permit Approved	5/03/2024

834/2023/P	South	32A Playne Street, Frankston 3199	To use the land for an indoor recreation facility in a Commercial 1 Zone (C1Z)	Permit Approved	7/03/2024
815/2023/P	South	22 Baden Powell Drive, Frankston South 3199	To construct a double storey dwelling in a Bushfire Management Overlay (BMO) and Design and Development Overlay Schedule 9 (DDO9), and to construct buildings and works in the Tree Protection Zone of Substantial Trees in a Significant Landscape Overlay Schedule 4 (SLO4).	Permit Approved	8/03/2024
73/2024/P	South	401-403 Nepean Highway, Frankston 3199	To use the land for a medical centre and construct buildings and works in a Mixed Use Zone (MUZ) To construct buildings and works in a Design and Development Overlay Schedule 5 (DDO5) To alter access to a road in a Transport Zone 2 (TRZ2) To erect and display signage	Permit Approved	13/03/2024
977/2023/P	South	21 Barmah Court, Frankston South 3199	To construct building and works (carport) to an existing dwelling in a Design and Development Overlay Schedule 1 (DDO1)	Application Lapsed	13/03/2024
1022/2023/P	South	79-121 Golf Links Road, Frankston 3199	To construct buildings and works for a Section 2 use in a General Residential Zone (R1Z); to construct buildings and works in Heritage Overlay (HO17) and Bushfire Management Overlay (BMO); and to construct buildings and works within the Tree Protection Zone of a native tree (ESO1).	Permit Approved	19/03/2024
886/2023/P	South	4F Kristen Close, Frankston South 3199	To remove six (6) substantial trees in a Significant Landscape Overlay Schedule 3 (SLO3)	Permit Approved	19/03/2024
63/2024/P	South	15 Gregory Avenue, Frankston South 3199	To remove two (2) substantial trees in a Significant Landscape Overlay Schedule 4 (SLO4)	Permit Approved	19/03/2024
178/2024/P	South	25 Jasper Terrace, Frankston South 3199	To subdivide the land into two (2) lots in a General Residential Zone (R1Z)	Permit Approved	19/03/2024

1032/2023/P	South	24 Plummer Avenue, Frankston South 3199	To construct an extension to an existing dwelling in a Design and Development Overlay Schedule 9 (DDO9) and to construct a front fence, buildings, and works within the tree protection zone of a substantial tree in a Significant Landscape Overlay No.4 (SLO4).	Permit Approved	21/03/2024
112/2024/P	South	32 Christopher Drive, Frankston South 3199	To construct an extension (balcony) to an existing dwelling in a Design and Development Overlay Schedule 9 (DDO9)	Permit Approved	22/03/2024
228/2024/P	South	8 Goldborough Court, Frankston South 3199	To construct a domestic swimming pool in a Design and Development Overlay Schedule 9 (DDO9)	Permit Approved	22/03/2024
747/2023/P	South	25 Aldershot Road, Langwarrin 3910	To construct an outbuilding in a Design and Development Overlay Schedule 4 (DDO4) and Bushfire Management Overlay (BMO); to construct buildings and works within a Tree Protection Zone of a substantial tree in a Significant Landscape Overlay Schedule 1 (SLO1)	Permit Approved	25/03/2024
1/2024/P	South	10 Red Wattlebird Crescent, Langwarrin 3910	Satisfaction Matters	Satisfaction Matters Approved	27/03/2024
380/2022/P	South	59A-59E & 61 Playne Street, Frankston 3199	Use and development of an eight (8) storey building (comprising shop and dwellings) in a Commercial 1 Zone and reduction to the carparking requirements under the Parking Overlay, Schedule 1 of the Frankston Planning Scheme	Permit Approved	27/03/2024
36/2024/P	South	1 Ian Court, Frankston South 3199	To remove one (1) substantial tree in a Significant Landscape Overlay Schedule 6 (SLO6)	Application Lapsed	27/03/2024
South = 20					
Total = 44					

Progress Report – Amendments to Planning Application Decisions For The Application Date: From 1/03/2024 To 31/03/2024					
<u>Application</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Status</u>	<u>Date</u>
612/2023/P/B	North-East	100 Ballarto Road, Carrum Downs 3201	Building and works for an outdoor shade structure and installation of outdoor lighting to an existing Section 2 use (Education Centre) in a General Residential Zone (GRZ) and Bushfire Management Overlay (BMO)	Permit Approved	4/03/2024
73/2023/P/VS	North-East	1325 Frankston-Dandenong Road, Carrum Downs 3201	Secondary Consent - To construct buildings and works (one (1) cabin) in association with a Section 2 Use (Caravan Park) in a General Residential Zone (R1Z)	Secondary Consent Approved	6/03/2024
71/2023/P/VS	North-East	1325 Frankston-Dandenong Road, Carrum Downs 3201	Secondary Consent - To construct buildings and works (one (1) cabin) in association with a Section 2 Use (Caravan Park) in a General Residential Zone (R1Z)	Secondary Consent Approved	7/03/2024
556/2022/P/B	North-East	860 Thompsons Road, Skye 3977	Secondary Consent - Buildings and works for an indoor swimming pool and studio loft associated with a Section 2 use and earthworks in a Green Wedge Zone (GRZ)	Secondary Consent Approved	8/03/2024
591/2021/P/E	North-East	620 Frankston-Dandenong Road, Carrum Downs 3201	Secondary Consent - To use and construct two (2) convenience restaurants and to display internally illuminated business identification signage in a General Residential Zone (GRZ). To remove native vegetation under Clause 52.17 Native Vegetation. To alter access to a road in a Transport Zone 2.	Secondary Consent Approved	12/03/2024
873/2022/P/A	North-East	1325 Frankston-Dandenong Road, Carrum Downs 3201	Section 72 - To construct buildings and works (twenty-five (25) cabins) in association with a Section 2 Use (Caravan Park) in a General Residential Zone (GRZ)	Permit Approved	13/03/2024

160/2003/P/A	North-East	1/105 Cadles Road, Carrum Downs 3201	Secondary Consent - Seven Dwellings	Application Withdrawn	14/03/2024
381/2017/P/C	North-East	16 William Road, Carrum Downs 3201	Extension of time - To construct two (2) single storey dwellings to the rear of the existing dwelling (three (3) dwellings)	Extension of Time Approved	18/03/2024
686/2021/P/D	North-East	88 Potts Road, Langwarrin 3910	Secondary Consent - To use and develop the land for a child care centre in a General Residential Zone (GRZ) and to construct a building and construct and carry out works in a Bushfire Management Overlay (BMO)	Secondary Consent Approved	18/03/2024
102/2019/P/E	North-East	33 Quarry Road, Langwarrin 3910	Section 72 - To construct two (2) single storey dwellings on a lot	Permit Approved	25/03/2024
47/2023/P/D	North-East	11 Lorraine Avenue, Langwarrin 3910	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).	Secondary Consent Approved	27/03/2024
665/2009/P/C	North-East	13/27 Brunnings Road, Carrum Downs 3201	Secondary Consent - To construct twenty-six (26) dwellings (consisting of twenty-three (23) double storey and three (3) single storey dwellings)	Secondary Consent Approved	27/03/2024
North-East Ward = 12					

657/2021/P/C	North-West	300 Frankston-Dandenong Road, Seaford 3198	<p>Section 72 - To subdivide the land into sixteen (16) lots in stages, to use and develop the land for warehouse, store (self-storage facility), three (3) 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, to use Lot 1 for the sale and consumption of liquor (restaurant and café licence)</p> <p>Amendments:</p> <ul style="list-style-type: none"> <li>- Amended convenience restaurant on Lot 1</li> <li>- To sell and consume liquor (restaurant and cafe licence) on Lot 1</li> <li>- Amended signage</li> <li>- Removal of convenience restaurant on Lot 2.</li> <li>- Lot 2 combined with Lot 3 and warehouses continued.</li> <li>- Additional parking reduction</li> <li>- Amendments to buildings and works (levels, site coverage)</li> <li>- Other consequential amendments</li> </ul>	Permit Approved	4/03/2024
7/2021/P/E	North-West	65 McMahon's Road, Frankston 3199	<p>Secondary Consent - To construct six (6) dwellings (including five (5) 2 level dwellings and one (1) 3 level dwelling) in a General Residential Zone (GRZ)</p>	Secondary Consent Approved	6/03/2024

239/2006/P/B	North-West	12 Park Street, Seaford 3198	Secondary Consent - Development of Two Dwellings on the land with the construction of a new double storey dwelling beside the existing dwelling to be retained	Secondary Consent Approved	7/03/2024
150/2021/P/C	North-West	14 Fellowes Street, Seaford 3198	Extension of Time - To construct four (4) double storey dwellings on a lot in a General Residential Zone (GRZ)	Extension of Time Approved	12/03/2024
531/2016/P/D	North-West	179 Nepean Highway, Seaford 3198	Extension of time - To construct four (4) triple storey dwellings and to alter access to a Road Zone Category 1	Extension of Time Approved	12/03/2024
323/2020/P/A	North-West	7 Graeme Street, Frankston 3199	Extension of Time - 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)	Extension of Time Approved	12/03/2024
393/2017/P/D	North-West	47 Dandenong Road East, Frankston 3199	Extension of Time - The construction of one (1) single storey dwelling to the rear of the existing dwelling (two (2) dwellings)	Extension of Time Approved	12/03/2024
754/2021/P/B	North-West	1 Northcote Street, Seaford 3198	Extension of Time - To construct two (2) double storey dwellings on a lot in a General Residential Zone (GRZ)	Extension of Time Approved	12/03/2024
41/2021/P/C	North-West	23 Burrawong Avenue, Seaford 3198	Section 72 - To construct one (1) double storey dwelling to the rear of existing dwelling (two (2) dwellings on a lot) in a General Residential Zone (GRZ)	Permit Approved	14/03/2024
1512/1978/P/K	North-West	108 & 110 Dandenong Road West, Frankston 3199	Secondary Consent - To extend the existing building for the use and development of the site for Car Sales, Motor Vehicle Repairs and associated signage in accordance with the attached endorsed plans	Secondary Consent Approved	14/03/2024
490/2017/P/B	North-West	1-6/34 Boonong Avenue, Seaford 3198	Secondary Consent - Six (6) lot subdivision	Secondary Consent Approved	18/03/2024

395/2017/P/D	North-West	100 McMahons Road, Frankston 3199	Section 72 - To construct two (2) double storey dwellings	Permit Approved	20/03/2024
506/2021/P/B	North-West	25 Oaklands Crescent, Frankston 3199	Extension of Time - To construct three (3) double storey dwellings in a General Residential Zone (GRZ)	Extension of Time Approved	22/03/2024
259/2021/P/B	North-West	160 Cranbourne Road, Frankston 3199	Extension of Time - To construct two (2) double storey dwellings on a lot in a General Residential Zone (GRZ) and create access to a Transport Zone 2	Extension of Time Approved	22/03/2024
499/2021/P/B	North-West	26A Queen Street, Frankston 3199	Extension of Time - To construct five (5) double storey dwellings on a lot in a General Residential Zone (GRZ) and waiver of one (1) visitor car space under Clause 52.06 of the Frankston Planning Scheme	Extension of Time Approved	22/03/2024
800/2021/P/C	North-West	16 Hannah Street, Seaford 3198	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) and buildings and works in a Special Building Overlay (SBO).	Secondary Consent Approved	26/03/2024
787/2021/P/B	North-West	14 Fairway Street, Frankston 3199	Secondary Consent - To construct a double storey building containing a shop and one dwelling in a Commercial 1 Zone (C1Z)	Secondary Consent Approved	27/03/2024
North-West Ward = 17					
360/2022/P/C	South	11 Brooklyn Avenue, Frankston 3199	Section 72 - To construct four (4) dwellings (three (3) double storey and one (1) single storey) on a lot in a General Residential Zone (GRZ). To amend the permit by: - Changes to the finished floor level of all dwellings and increase in the overall building height.	Permit Approved	4/03/2024

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. Amendments to the Planning Permit proposed include: Condition 4 of the Planning Permit altered by extending the permitted hours of operation. From 8.00 a.m. to 8.00 p.m. Monday to Sunday To 5.00 a.m. to 9.30 p.m. Monday to Sunday Buildings and works proposed include: - Installation of time operated boom gates within the existing carpark and vehicle areas to limit access. - Inclusion of a lift to the existing prayer building (Main Hall) from the existing carpark.	Permit Approved	4/03/2024
604/2012/P/N	South	95 Cranhaven Road, Langwarrin 3910	Extension of time - To subdivide the land into eleven (11) lots, in two stages, associated works and removal of native vegetation	Extension of Time Approved	5/03/2024
516/2019/P/E	South	170 Gould Street, Frankston 3199	Extension of time - The construction of extensions to the existing dwelling in a Design and Development Overlay	Extension of Time Approved	6/03/2024
75/2020/P/B	South	14 Seaview Road, Frankston South 3199	Extension of Time - To undertake buildings and works for two (2) dwellings on a lot in a General Residential Zone (GRZ) and to construct and carry out works in a Design and Development Overlay Schedule 1 (DDO1)	Extension of Time Approved	12/03/2024

745/2021/P/B	South	76 Sycamore Road, Frankston South 3199	Extension of Time - To subdivide the land into three (3) lots in a General Residential Zone (GRZ), Design and Development Overlay Schedule 9 (DDO9) and Bushfire Management Overlay Schedule 1 (BMO1)	Extension of Time Approved	15/03/2024
536/2021/P/B	South	55 Bayview Road, Frankston 3199	Extension of Time - To construct two (2) double storey dwellings in a General Residential Zone (GRZ)	Extension of Time Approved	22/03/2024
154/2021/P/C	South	31 Hillcrest Road, Frankston 3199	Extension of Time - To construct four (4) dwellings (one (1) triple storey and three (3) double storey) in a General Residential Zone (GRZ)	Extension of Time Approved	25/03/2024
136/2017/P/G	South	24 Lee Street, Frankston 3199	Secondary Consent - To construct nine (9) double storey dwellings	Secondary Consent Approved	25/03/2024
191/2017/P/D	South	108 Cranbourne Road, Frankston 3199	Extension of time - To construct one (1) double storey dwelling (Medical Centre and Dwelling), to Change of Use to a Medical Centre (Dental), Business Identification Signage, alter access to a Road Zone Category and reduction to car parking requirements	Extension of Time Approved	27/03/2024
295/2022/P/B	South	163 North Road, Langwarrin 3910	Extension of time - To construct two (2) double storey dwellings in a General Residential Zone (GRZ)	Extension of Time Approved	28/03/2024
South Ward = 11					
Total = 40					

Progress Report – Subdivision Application Received For The Application Date: 1/03/2024 To 31/03/2024				
<u>Application No</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Date</u>
39/2024/S	North-East	5 Shearwater Drive, Carrum Downs 3201	To subdivide the land into two (2) lots in a General Residential Zone (R1Z)	8/03/2024
46/2024/S	North-East	620 Frankston-Dandenong Road, Carrum Downs 3201	Three (3) lot subdivision	14/03/2024
44/2024/S	North-West	4/127 Beach Street, Frankston 3199	Two (2) lot subdivision of land within a General Residential Zone 1 (GRZ1)	7/03/2024
45/2024/S	North-West	5A Apsley Place, Seaford 3198	Six (6) lot subdivision of land within an Industrial 1 Zone (IN1Z)	7/03/2024
47/2024/S	North-West	6 East Road, Seaford 3198	Two (2) lot subdivision within a General Residential Zone (GRZ)	21/03/2024
43/2024/S	North-West	11 Johnstone Street, Seaford 3198	To subdivide the land into two (2) lots in a General Residential Zone (R1Z) and Special Building Overlay (SBO)	26/03/2024
48/2024/S	North-West	3 Hannah Street, Seaford 3198	To subdivide the land into three (3) lots in a General Residential Zone (R1Z)	26/03/2024
42/2024/S	South	Civic Centre 30 Davey Street, Frankston 3199	Key User Test Application - DO NOT PROCESS	1/03/2024
49/2024/S	South	14 Wentworth Avenue, Frankston South 3199	Two (2) lot subdivision of land within a General Residential Zone (GRZ)	27/03/2024
Total = 9				

Progress Report – Subdivision Decisions					
For The Application Date: From 1/03/2024 To 31/03/2024					
<u>Application No</u>	<u>Ward</u>	<u>Property Address</u>	<u>Application Description</u>	<u>Status</u>	<u>Date</u>
11/2023/S	North-East	4 Hall Road, Carrum Downs 3201	To subdivide the land into thirty four (34) lots in a General Residential Zone (GRZ)	Certification & Statement of Compliance	18/03/2024
8/2019/S	North-East	26 Paterson Avenue, Langwarrin 3910	Two (2) Lot Subdivision	Statement of Compliance	22/03/2024
110/2023/S	North-West	121 Austin Road, Seaford 3198	To subdivide the land into two (2) lots in a General Residential Zone 1 (GRZ1)	Statement of Compliance	6/03/2024
119/2023/S	North-West	9 Seaford Road, Seaford 3198	Two (2) lot subdivision.	Certification	21/03/2024
63/2022/S	North-West	15 Brunning Crescent, Frankston North 3200	To subdivide the land into two (2) lots in a General Residential Zone (GRZ)	Statement of Compliance	22/03/2024
57/2022/S	North-West	6 Lorna Street, Seaford 3198	To subdivide the land into six (6) lots in a General Residential Zone (GRZ).	Statement of Compliance	27/03/2024
78/2023/S	South	4 Merinda Court, Frankston 3199	To vary the wording of the covenant in accordance with the attached plan.	Certification & Statement of Compliance	19/03/2024
146/2019/S	South	24-28 Moorooduc Highway, Frankston South 3199	To subdivide the land into two (2) lots	Certification & Statement of Compliance	21/03/2024
79/2023/S	South	24 Victoria Parade, Frankston 3199	Two (2) lot subdivision in a General Residential Zone (GRZ)	Certification	21/03/2024
145/2021/S	South	76 Sycamore Road, Frankston South 3199	Three (3) lot subdivision	Statement of Compliance	25/03/2024

30/2022/S	South	95 Cranhaven Road, Langwarrin 3910	To subdivide the land into five (5 ) lots in a General Residential Zone (GRZ) - Stage Subdivision - SPEAR REFERNCE -S192189H	Certification	26/03/2024
32/2022/S	South	95 Cranhaven Road, Langwarrin 3910	To subdivide the land into five (5 ) lots in a General Residential Zone (GRZ) - Stage Subdivision - SPEAR REFERNCE -S192180A	Certification	26/03/2024
Total = 12					

Town Planning Applications – Direction To Advertise Issued March 2024				
Application No	Ward	Property Address	Application Description	Application Date
355/2023/P	North-East	9 Darnley Drive, Skye 3977	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)	9/05/2023
587/2023/P	North-East	471 North Road, Langwarrin 3910	To construct a building in association with a Section 2 Use (Horse Stables) in a Low Density Residential Zone (LDRZ) and to construct buildings and works in a Design and Development Overlay Schedule 4 (DDO4)	10/08/2023
718/2023/P	North-East	25 Quarry Road, Langwarrin 3910	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 (R1Z)	25/09/2023
41/2024/P	North-East	65 Myrtle Street, Langwarrin 3910	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 (R1Z) and Bushfire Management Overlay Schedule 1 (BMO1)	16/01/2024
101/2024/P	North-East	16/684-700 Frankston-Dandenong Road, Carrum Downs 3201	To use the land for an indoor recreation facility, to sell and consume liquor (on-premises license) and to erect and display internally illuminated business identification signage in an Industrial 1 Zone (IN1Z)	2/02/2024
591/2021/P/F	North-East	620 Frankston-Dandenong Road, Carrum Downs 3201	Section 72 - To use and construct two (2) convenience restaurants and to display internally illuminated business identification signage in a General Residential Zone (GRZ). To remove native vegetation under Clause 52.17 Native Vegetation. To alter access to a road in a Transport Zone 2 Amendment: - Amended drive through canopy to Food Outlet 1	21/02/2024

686/2021/P/E	North-East	88 Potts Road, Langwarrin 3910	Section 72 Amendment - To use and develop the land for a child care centre in a General Residential Zone (GRZ) and to construct a building and construct and carry out works in a Bushfire Management Overlay (BMO) Amendment: - Addition of non-illuminated signage	1/03/2024
522/2017/P/C	North-West	25 & 27 Hartnett Drive, Seaford 3198	Section 72 - To use land in an Industrial 1 Zone for a Tavern, to sell and consume liquor, and a reduction of the Clause 52.06 car parking requirements Amendment: - To extend the red line area where liquor is sold and consumed - To remove two onsite parking spaces	28/06/2023
549/2023/P	North-West	43 Orwil Street, Frankston 3199	To construct five (5) double storey dwellings in a General Residential Zone (GRZ)	20/07/2023
745/2023/P	North-West	46 Railway Parade, Seaford 3198	Construction of three (3) double-storey dwellings in a General Residential Zone.	5/10/2023
892/2023/P	North-West	9 Curie Court, Seaford 3198	Use of land as a transfer station and reduction in the car parking requirements in an Industrial 1 Zone (IN1Z)	19/10/2023
856/2023/P	North-West	232 Frankston-Dandenong Road, Seaford 3198	To construct two (2) double storey dwellings in a General Residential Zone 1 (R1Z) and alter/create access to a road in a Transport Zone 2	3/11/2023
188/1990/P/A	North-West	170-172 Frankston-Dandenong Road, Seaford 3198	Section 72 - To carry out buildings and works in accordance with the endorsed plan/s and to be used for the purpose of: PETROL FILLING STATION Amendment: - To use the land for a takeaway food premises (food van/truck) - Relocation of parking spaces	21/12/2023

338/2022/P/D	North-West	15 Park Street, Seaford 3198	572 Amendment - To construct two (2) double storey dwellings on a lot in a General Residential Zone (GRZ) To amend the permit by considering amended plans that show: - Additional verandahs at the ground floor. - Additional balcony on the first floor. - Changes to window sizes. - Other consequential changes	23/12/2023
40/2024/P	North-West	161 McMahons Road, Frankston 3199	To construct building and works associated with Section 2 Use (outdoor court shade structure and court lighting) in a General Residential Zone (GRZ) and Special Building Overlay (SBO)	15/01/2024
437/2019/P/E	North-West	15 Leonard Street, Frankston 3199	Section 72 - To construct two (2) single storey dwellings to the rear of an existing dwelling (three (3) of dwellings on a lot) in a General Residential Zone (GRZ)	7/02/2024
674/2023/P	South	27 Plummer Avenue, Frankston South 3199	To construct buildings and works to an existing dwelling in an Erosion Management Overlay Schedule 2 (EMO2) and Significant Landscape Overlay Schedule 4 (SLO4).	6/09/2023
810/2023/P	South	521-523 Nepean Highway, Frankston 3199	To use and construct a Service Station and to display signage in a General Residential Zone (GRZ), to construct buildings and works in Design and Development Overlay Schedule 6 (DDO6) and Erosion Management Overlay Schedule 3 (EMO3) and to alter access to road in a Transport Zone 2	18/09/2023
757/2023/P	South	19 Baden Powell Drive, Frankston South 3199	To construct a double storey dwelling in a Design and Development Overlay Schedule 9 (DDO9) and Bushfire Management Overlay (BMO), and to construct a front fence in a Significant Landscape Overlay Schedule 4 (SLO4)	11/10/2023
776/2023/P	South	5 Hill Street, Frankston 3199	To construct two (2) double storey dwellings in a General Residential Zone (R1Z)	14/10/2023
854/2023/P	South	Stotts Lane, Frankston South	To remove vegetation in an Environmental Significance Overlay Schedule 1 (ESO1) and to remove native vegetation under Clause 52.17 of the Frankston Planning Scheme	1/11/2023

934/2023/P	South	26 Fenton Crescent, Frankston South 3199	To construct buildings and works in the tree protection zone of a substantial tree in a Significant Landscape Overlay Schedule 4 (SLO4) and to construct buildings and works in an Erosion Management Overlay Schedule 2 (EMO2)	23/11/2023
36/2019/P/B	South	183 Cranbourne Road, Frankston 3199	Section 72 Amendment to existing plans and permit comprising the addition of a new welfare building to the existing place of assembly (RSL). The amendment application proposes the following: - The addition of a 6 metre by 12 metre demountable building located towards the rear (southern) side of the site. - The deletion of three car parking spaces.	8/01/2024
397/2009/P/C	South	77 Warrandyte Road, Langwarrin 3910	Section 72 - Use and construction of a car wash	19/01/2024
107/2024/P	South	96 Young Street, Frankston 3199	To erect and display internally illuminated business identification signage in a Commercial 1 Zone (C1Z)	5/02/2024
200/2024/P	South	11 Playne Street, Frankston 3199	To use the land for a restricted recreation facility and to erect and display business identification and promotion signage in a Commercial 1 Zone (B1Z)	29/02/2024
220/2024/P	South	7 Piper Crescent, Frankston South 3199	To construct building and works (extension) to an existing dwelling in a Design Development Overlay Schedule 1 (DDO1)	5/03/2024
224/2024/P	South	32 Wells Street, Frankston 3199	To use the land to sell and consume liquor (Restaurant and Cafe License) in a Commercial 1 Zone (B1Z)	6/03/2024

**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 March 2024									
<u>Appeal Number</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>
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	22-23/2/2024		
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			
P1238/2023	460/2022/P	14 John Street, Langwarrin	To use and develop the land for a child care centre and to display business identification signage in a General Residential Zone (GRZ)	24/10/2023	NOD	Objector	20-21/5/2024		
P1252/2023	754/2022/P	60 Valley Road & 150 Quarry Road, Langwarrin	To use and develop the land for Extractive Industry (Sand Extraction) in a Rural Conservation Zone Schedule 2 (RCZ2)	18/10/2023	Refusal	Owner	8-23/4/2024		
P1450/2023	911/2022/P	89 Young Street, Frankston	To develop the land for a multi-storey building (comprising retail, office and dwellings) within the Commercial 1 Zone (CZ1) and reduction in the car parking requirements	22/11/2023	Failure to Determine	Owner	13-16/5/2024		

P1471/2023	897/2022/P	3 Nott Avenue, Frankston	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 Special Building Overlay (SBO)	4/12/2023	Refusal	Owner	18/07/2024		
P212/2024	492/2017/P/D	424-426 Nepean Highway, Frankston	Section 72 - Amend the planning permit to allow for the use and development of a fifteen (15) storey building in a Commercial 1 Zone and Design and Development Overlay, Schedule 14 for retail and dwellings and the deletion of the serviced apartments	27/02/2024	Failure to Determine	Owner	12, 13, 15, 16 & 19/8/2024		
P1615/2023	492/2017/P/F	424-426 Nepean Highway, Frankston	Extension of Time - The use and development of the land for a multi-storey building for retail, dwellings & serviced apartments	22/12/2023	Refusal of EOT	Applicant	14/03/2024		
P14/2024	773/2022/P	35-41 Hastings Road, Frankston & 2 Burns Street, Frankston	Use of land for an office in a Mixed Use Zone (MUZ). Construct buildings and works for a five storey mixed use building comprised of office (section 2 use) and dwellings in a Mixed Use Zone (MUZ). Construct buildings and works in a Design and Development Overlay Schedules 10 and 13 (DDO10 and DDO13) and a Specific Controls Overlay Schedule 3 (SCO3). To create or alter access to a road in a Transport Zone 2 (TZ2).	31/01/2024	NOD	Objector	30/9/2024 & 1-2/10/2024		
P1650/2023	717/2023/P	4 Carder Avenue, Seaford	To construct four (4) double storey dwellings in a General Residential Zone (R1Z) and Special Building Overlay (SBO)	3/01/2024	Refusal	Owner	5-7/6/2024		

P1649/2023	729/2023/P	6 Carder Avenue, Seaford	To construct four (4) double storey dwellings on a lot in a General Residential Zone (R1Z) and Special Building Overlay (SBO)	5/01/2024	Refusal	Owner	5-7/6/2024		
P1622/2023	222/2022/P	14-16 Hickory Crescent, Frankston North	To construct six (6) double storey dwellings and a six (6) lot subdivision in a General Residential Zone (GRZ)	12/01/2024	Refusal	Owner	3/09/2024		
P218/2024	464/2023/P	20 Seaview Road, Frankston South	To construct one (1) double storey dwelling in front of the existing dwelling (two (2) dwellings on a lot) in a General Residential Zone (GRZ), to construct buildings and works in a Design and Development Overlay Schedule 1 (DDO1) and to construct a building and carry out works in the Tree Protection Zone of substantial trees and to remove substantial trees in a Significant Landscape Overlay Schedule 3 (SLO3).	27/02/2024	Refusal	Owner	6/11/2024		
P317/2024	789/2023/P	27 Cliff Road, Frankston	To construct buildings and works over 7.0 metres in height in a Design and Development Overlay Schedule 6 (DDO6) and in the tree protection zone of a significant tree specified in the table to the Environmental Significance Overlay Schedule 4 (ESO4)	27/03/2024	Failure to Determine	Owner	26-27/8/2024		

Progress Report – VCAT Determination – Policy Implications March 2024			
<u>Appeal No</u>	<u>Application No</u>	<u>Address</u>	<u>VCAT Determination – Policy Implications</u>
			No decisions handed down in March.

Progress Report – Ministerial Applications – Delegated Officer Comments March 2024			
<u>Reference Number</u>	<u>Council Reference</u>	<u>Address</u>	<u>Summary of Officer Comments on Ministerial Application</u>
			No delegated decisions made in March.

**Executive Summary****11.2 City Futures Progress Report - Quarter 3 January - March 2024***Enquiries: (Tammy Beauchamp: Communities)*Council Plan

Level 1:

Level 2:

6. Progressive and Engaged City

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 2024) of the 2023-2024 City Futures Strategic Works Program.

**Recommendation (Director Communities)**

That Council:

1. Receives the Quarter Three City Futures report from January – March 2024 (excluding Economic Scorecard); and
2. Notes the progress of several key projects this quarter, including the successful implementation of Think Local Month in March, the initiation of the review of the Community Vision 2024, the successful execution of a prescribed ecological burn at Robinsons Park Bushland, the advancements made in the Nepean Boulevard Master Plan, and the progression of Planning Scheme Amendment C160fran (FMAC Structure Plan) to an independent planning panel.

**Key Points / Issues**

- The City Futures Progress Report – Quarter 3, 2023-2024 (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 Development**Engagement Strategy and Development:

- The Economic Development Team conducted targeted engagement on the draft Economic Development and Skilled Community Strategy, along with the supporting Background Paper and Action Plan, from 4 February to 4 March 2024.

Engagement efforts included:

- In-person outreach to 609 businesses.
- Engagement with 8 key stakeholders.
- Reaching over 6,400 followers via social media.
- Additionally, 7 survey responses were collected online, offering valuable feedback supporting the Strategy and Action Plan. Notably, insights from a

**11.2 City Futures Progress Report - Quarter 3 January - March 2024****Executive Summary**

local health provider highlighted opportunities for collaboration in attracting skilled workers. The Draft Strategy is slated for presentation to Council on 13 May 2024.

**Think Local Month:**

- March marked the inaugural Think Local Month organised by the Economic Development Team.

Activities included:

- Event Launch attended by 60 businesses.
- 22 business workshops with over 160 participants.
- Local shopping strip activations featuring ten performing artists.
- A Small Business Expo with 46 exhibitors and 130 visitors.
- Distribution of 100 Think Local \$1,000 grants, fostering a total business-to-business spend of \$162,675.

Feedback from participants, facilitators, exhibitors, and visitors will guide future programs.

**Business Support Initiatives:**

- The team delivered 25 business workshops, covering topics such as the Business Accelerator Workshop and innovative hiring practices.
- Seven participants availed of the Business Mentoring program, receiving free one-hour sessions with experienced operators.
- Nine business operators underwent a Business Health Check as part of the Think Local Month program.
- The Business Concierge program addressed 74 requests, primarily focusing on hospitality businesses and footpath trading enquiries.

**Upcoming Initiatives:**

- Planning is underway for a Local Careers & Jobs Expo across four locations, with an expression of interest (EOI) sent to local secondary schools. Responses are expected by 8 April 2024.
- The team actively addressed vacant shopfronts in Frankston city centre through the 'Young Street Vacant Shopfront Activation Project'. Partnering with "Plan 1 Project Management and Consultancy" and "Ginnane & Associates", the aim is to fill two vacant shops within three months, enhancing vibrancy and community engagement.

**Social Policy and Planning****Affordable Housing Policy Development:**

- Work has commenced on developing the Draft Affordable Housing Policy. SGS Economics & Planning has been engaged to provide technical advice to quantify the housing affordability problem in Frankston City.
- The consultancy will formulate targets for the required supply of affordable housing and develop preferred policy actions to improve housing affordability outcomes.
- Research into key worker housing needs, including interviews with local businesses employing key workers, is also underway.

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- A Gender Impact Assessment is in progress.
- A Councillor Briefing on this project is scheduled for Quarter Four.

**Community Engagement for the new Council Plan**

- A community engagement process has started to inform the statutory review of the Community Vision 2040 and develop the new Council Plan 2025-29.
- This process integrates the Municipal Health and Wellbeing Plan into the Council Plan.
- Officers are collaborating with Conversation Caravan to conduct over 25 engagement events, gathering feedback from a representative range of community members.
- A Deliberative Engagement Panel will operate from September to November 2024 to further enhance community involvement.

**Demographic Tools Training**

- In March, Council's annual ID training was conducted to support officers and the community in using online demographic tools effectively.
- The training aimed to enhance understanding of community demographics and emerging trends for evidence-based planning and programming.
- Three training sessions were delivered to facilitate skill development among participants.

**Environmental Policy and Planning****Environment Significance Overlay (ESO) Mapping:**

- The Environment Significance Overlay (ESO) Mapping report for the Planning scheme amendment (Biodiversity Action Plan Action S15) is nearing completion and will be submitted within the next quarter.

**Langwarrin Flora and Fauna Reserve:**

- Virtual fencing has been installed around Langwarrin Flora and Fauna Reserve.
- Discussions are underway with local fauna experts and wildlife carers to explore monitoring options.

**Prescribed Burn at Robinsons Park Bushland:**

- Environmental Planning and Natural Reserves teams collaborated on a prescribed burn at Robinsons Park Bushland for ecological regeneration purposes.
- The burn involved 30 officers, including staff from Royal Botanic Gardens Cranbourne, and was executed in accordance with the plan, achieving its objectives.

**Draft Coastal Marine and Management Plan:**

- Engagement for the Draft Coastal Marine and Management Plan closed after 6 weeks on public exhibition, receiving 77 submissions.
- Meetings were held with 6 different agencies, and collaboration with the Bunurong Land Council is ongoing.

**Native Vegetation Offset Site Establishment:**

**11.2 City Futures Progress Report - Quarter 3 January - March 2024****Executive Summary**

- Investigations for the establishment of a Native Vegetation Offset Site continue, with private landholders contacted.
- Plans are in place to engage a consultant to assess the potential of Downs Estate conservation area as a Native Vegetation Offset site, with preliminary discussions with City of Casey underway.

**National Tree Day and Schools Tree Day:**

- Preparations for National Tree Day and Schools Tree Day are underway, with Seaford wetlands identified as the location for 2024 plantings.

**Lower Sweetwater Creek Wayfinding and Path Network Project:**

- The Lower Sweetwater Creek wayfinding and path network consolidation project is scoped, and a consultant has been appointed.
- Internal and external stakeholder engagement is currently underway.

**Support for Gardens for Wildlife Volunteers:**

- Council officers supported Gardens for Wildlife Volunteers who undertook 11 gardens for wildlife visits, totalling 44 volunteer hours.
- Training for new guides was conducted, with 4 new guides onboarded.

**Environmental Education School Holiday Program:**

- The Environmental Education school holiday program has been planned for the next 12 months, with environmental educators engaged.
- The summer program was successful, and the Autumn program has begun with 32 attendees to date.

**Urban Design****Nepean Boulevard Master Plan:**

- Progress continued on the Nepean Boulevard Master Plan, with detailed strategic transport modelling and analysis underway in consultation with Department Transport and Planning (DTP).
- Consultation with the Bunurong Land Council Aboriginal Corporation is ongoing, including site walks and Culture Values assessment.
- Engagement with authorities such as DTP, South East Water, United Energy, and Melbourne Water is underway.
- A Gender Impact Assessment has been initiated for the project, with findings to be incorporated into the draft master plan.
- Early works for median planting and gateway signs at two locations are progressing, pending DTP approval.

**Frankston Public Toilet Action Plan Implementation:**

- Implementation of the Frankston Public Toilet Action Plan has commenced, with planning and design progressing for upgrades at various locations.
- Construction is underway at Carrum Downs Recreation Reserve play space, and design has progressed for a new public toilet at Sandfield Reserve.

**11.2 City Futures Progress Report - Quarter 3 January - March 2024****Executive Summary**Open Space Improvements Planning:

- Planning for Open Space improvements continued, including scoping for district level play space upgrades in Langwarrin and due diligence activities for various reserves.

Local Park Action Plan and Frankston Play Strategy Implementation:

- Concept designs and community engagement were conducted for several reserves, and construction commenced at multiple locations.
- Due diligence activities commenced for Athol Reserve and Pindara Reserve, Langwarrin.

Wayfinding Strategy Implementation:

- Implementation of the Wayfinding Strategy and Style Guide continued, with prototypes and approvals finalised for Primary Gateway signs in Seaford and Karingal.

Sandfield Reserve Master Plan Implementation:

- Stage 3 concept design, including a Gender Impact Assessment, was completed, and on-site activation was held to consult with young people.
- Detailed design of the play space progressed to the tender documentation stage, with a State Government funding application in progress.

Lighting Frankston Plan Implementation:

- Development of lighting concepts for pedestrian-oriented lighting continued at Beauty Park, with Department Energy, Environment and Climate Action (DEECA) approval obtained for integrated lighting for the dune boardwalk.
- Scoping progressed for tree illumination at Ballam Park and Peninsula Aquatic Recreation Centre.

Local Shopping Strip Action Plan Implementation:

- Due diligence and planning commenced for Mahogany Avenue Shops in Frankston North, and final designs were prepared for Fairway Street Shops in Frankston.

**Strategic Planning**Planning Scheme Amendments

- Council reviewed 429 submissions to Planning Scheme Amendment C160fran (FMAC) at the 18 March 2024 Council Meeting. Council resolved to request the Minister for Planning to appoint an independent Planning Panel for further assessment. The directions hearing is scheduled to commence in the week starting 22 April 2024, with the panel hearing expected to begin in the week of 1 July 2024.
- Planning Scheme Amendment C161fran (the FMAC Development Contribution Plan) preparation and exhibition authorisation was sought on 20 December 2023, with officers responding to an information request from the Department of Transport and Planning (DTP) this quarter.
- Planning Scheme Amendment C158fran (250 Wedge Road) underwent exhibition from 25 January 2024 to 26 February 2024. One objecting submission was received that could not be resolved. Officers anticipate

**11.2 City Futures Progress Report - Quarter 3 January - March 2024****Executive Summary**

preparing a report for the 22 April 2024 Council Meeting to request the appointment of an independent Planning Panel for further consideration.

- Frankston City Industrial Strategy and Guidelines were adopted at the 18 March 2024 Council Meeting. Authorisation from the Minister for Planning for Council to prepare and exhibit Planning Scheme Amendment C148fran has been requested, pending response from DTP.

**Financial Impact**

Council's estimated investment in City Futures for 2023/24 is \$5.3M. 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:

- The Economic Development and Skilled Community Strategy; and
- The Draft Coastal Marine and Management Plan.

**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 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.

**Gender Impact Assessments**

No gender impact assessment was required.

Officer's Declaration of Interests

In accordance with *Local Government Act 2020* and Council's Governance Rules, officers providing advice or a report to Council must disclose any direct or indirect interest they have in a matter.

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**

**11.2 City Futures Progress Report - Quarter 3 January - March 2024****Executive Summary**

This report represents a summary of the quarter three activities for the City Futures Team in relation to Year 3 of the Council Plan.

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**ATTACHMENTS**

Attachment A: [↓](#) Q3 - City Futures Progress Report 2023\_2024

# Frankston City Council City Futures Progress Report Quarter Three 2023/2024



*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

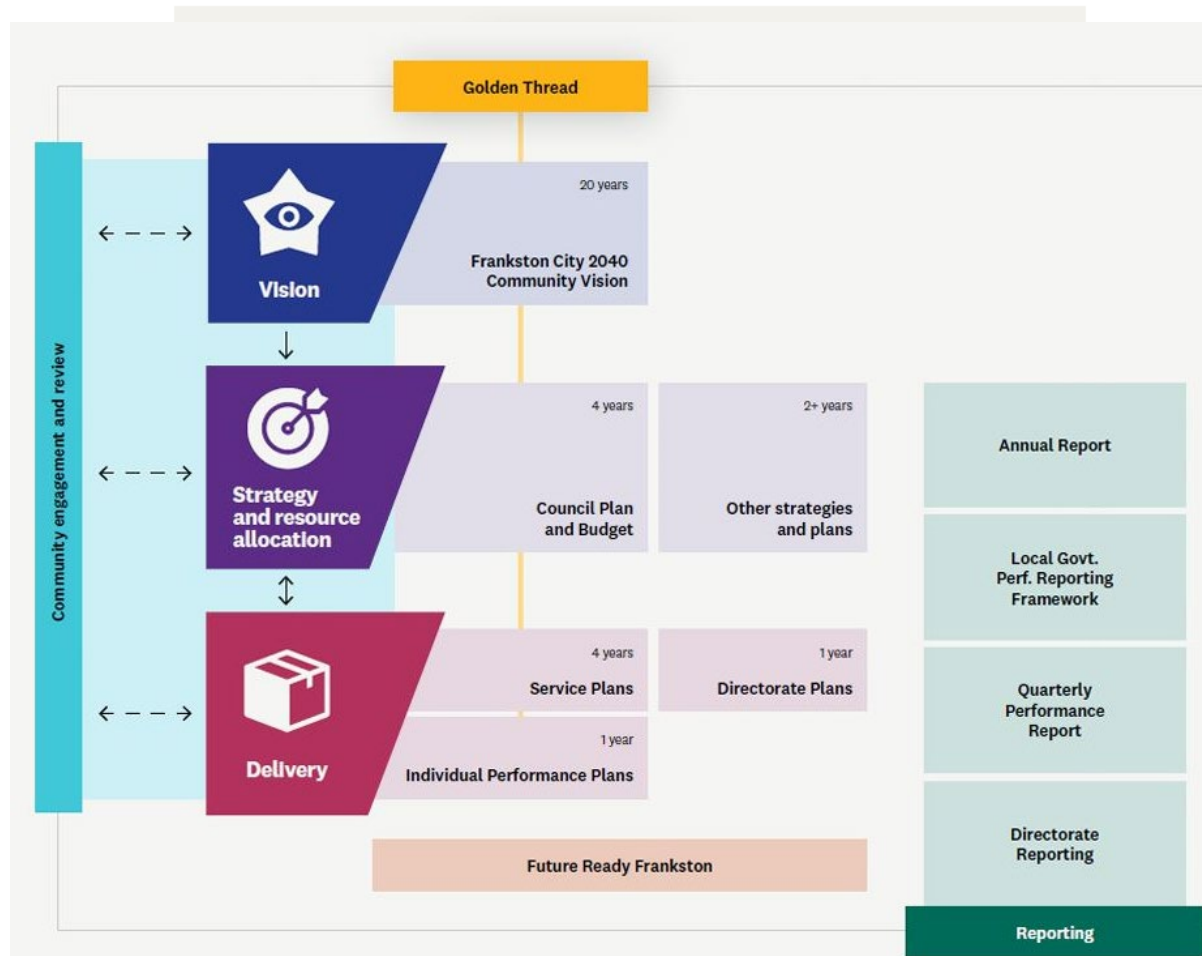


Figure 1) Integrated Planning Framework

An ambitious schedule of work has been planned for 2023/24. 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:





- The successful implementation of Think Local Month in March;
- The initiation of the review of the Community Vision 2024;
- The successful execution of a prescribed ecological burn at Robinsons Park Bushland;
- The advancements made in the Nepean Boulevard Master Plan; and
- The progression of Planning Scheme Amendment C160fran (FMAC Structure Plan) to an independent planning panel

The following reports the progress on the schedule of work during 2023/24 Quarter three.




**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 2024-2025
✓ Completed	Initiative completed
⊖ Not proceeding	Initiative will not be completed
⊖ Not started	Initiative not scheduled to start




CP Item	What we are doing in 2023-2024	2023/24 Progress Comment	Status
CP-1.3.4	Implement year three actions for Council's Health and Wellbeing Plan	The Year Three Action Plan has been implemented throughout quarter three. Highlights included the adoption of the Healthy, Secure and Sustainable Food Action Plan 2023-26, the delivery of a youth services program to address stigma around mental health, the completion of draft concept plans for Heysen Reserve, Brunel Reserve and Lucerne Reserve; community engagement on the Draft Fair Access Policy; and community engagement on the Skate and BMX Strategy.	
CP-2.5.1	Monitor demographic data trends to inform service plans that meet the future needs of the local community	Monitoring of demographic data has been undertaken using the id. community profiles informing a number of policies, plans and Gender Impact Assessments. Training in the id. online demographic tools was provided to the community, partners and Council officers.	
CP-2.5.4	Partner with the housing and homelessness sector to support the Frankston City Strategic Housing and Homelessness Alliance Five-Year Strategic Plan	The Strategic Housing and Homelessness Alliance met during quarter three to provide stakeholders from across the homelessness and social housing sector with a forum to discuss local solutions to homelessness and housing. The Alliance heard a presentation from Aboriginal Housing Victoria on the need to increase social and affordable housing for eligible Aboriginal and Torres Strait Islander community members.	
CP-3.1.1	Implement year four actions for Council's Urban Forest Action Plan	Investigations for future planting locations and species selection is ongoing in preparation for the 2025 planting season. Presentation of Banksia planting opportunities at March Council meeting. The canopy mapping project is nearing completion.	

CP-3.2.1	Develop the Coastal and Marine Management Plan and Implement year one actions	The draft Coastal Marine and Management Plan engagement closed after six weeks on public exhibition with 77 submissions. While reviewing the community feedback officers have met with all relevant agencies with shared coastal management responsibilities (e.g. Melbourne Water, South East Water, Parks Victoria, DEECA) and/or objectives (Bunurong Land Council, Victorian Fisheries Authority, Safety Transport Victoria) to finalise their involvement and incorporate their feedback into the final Plan. A draft Gender Impact Assessment is currently being reviewed for incorporation of recommendations into the Plan.	
CP-3.2.2	Implement year three actions for Council's Biodiversity Action Plan	Virtual fencing surrounding Langwarrin Flora and Fauna reserve has been installed and monitoring options being discussed with local fauna experts and Wildlife careers to demonstrate efficacy. Environmental Significance Overlay review nearing completion and report on track for presentation in quarter four.	
CP-3.2.3	Deliver the Native Vegetation offset Program	Investigations on native vegetation offset sites progressed, with Officers finding that limited sites are available within the municipality due to public use (e.g. golf courses), bushfire considerations and size. Three private properties have been identified that require further consideration.  The Downs estate conservation area is also under investigation with internal stakeholders engaged, with the next step to engage consultant to do a due diligence report to determine whether it meets the offset site criteria and how many General Habitat Units it would yield.  Discussions with neighbouring Councils regarding the potential of establishing a cooperative offset program have also progressed in quarter three.	
CP-3.2.4	Natural Reserve Management Plans	Contractor engaged and initial internal stakeholder conversations completed, project has slowed due to shifting of team priorities.	

CP-3.2.5	Review and update priority master plans for Open Space	Gender Impact Assessments were initiated for the Frankston Play Strategy, Frankston Local Park Action Plan and Nepean Boulevard Master Plan. A Gender Impact Assessment was completed for the Sandfield Reserve Master Plan and recommendations will be incorporated into the implementation currently underway. Planning for Open Space improvements continued in quarter three. Scoping was completed for district level play space upgrades in Langwarrin. This will inform a preferred location for further community engagement in quarter four. Due diligence activities for Lisa Beth Mews and 250 Wedge Road commenced, following some delays related to the planning amendment and land transfer process.	●
CP-3.3.1	Implement year one actions for Council's Climate Change Strategy and Action Plan including the delivery of the Regional Electric Vehicle (EV) Charging Roadmap	Year one actions for Council's Climate Change Strategy 2023-2030 are underway, including the completion of an assessment on the electrification of Council facilities, continued progress with the conversion of street lights to LED technology and the commencement of an investigation into the transition of Council's fleet to electric vehicles (EVs).	●
CP-3.3.2	Ensure Environmentally Sustainable Design (ESD) principles are achieved for new developments, buildings, public realm and places	For quarter three, Council received 50 applications to assess. All new developments requiring a planning permit are assessed to make sure their proposal has considered Environmentally Sustainable Design (ESD) assessments to achieve main ESD requirements included in eight sustainability categories such as water, energy, IEQ, waste, urban ecology, stormwater, transport, management. Council continues to work with the Council Alliance for a Sustainable Built Environment (CASBE) that helps provide and share up to date ESD knowledge and making sure all Victorian councils are consistent in assessing applications. Research projects in CASBE continue to progress such as all electric facilities and improving daylight requirements.	●

CP-3.5.1	Environmental Volunteers Manual Review	This document has been prepared and is in draft form, which will be tabled at the next steering committee for final comments.	
CP-3.5.2	Deliver annual environmental programs, such as National Community and School's tree Day and Gardens for Wildlife, to promote behavioural change and positive environmental outcomes	<p>Council officers supported the Gardens for Wildlife Volunteers who undertook 11 gardens for wildlife visits/ 44 volunteer hours) to help residents improve an area of habitat in their garden to support local wildlife. Training of new guides undertaken, with four new guides on-boarded</p> <p>The back yard pollinator program continues, involving 12 participants and will run from December 2023 to January 2025, with observations recorded in 'I-Naturalist'. - 2,274 observations have already been made with 451 species identified.</p> <p>Preparations for National Tree Day and Schools Tree Day are underway. Seaford wetlands has been identified as location for 2024 plantings.</p> <p>The Environmental Education school holiday program has been planned for the next 12 months with environmental educators engaged. The Summer program was successful and Autumn program has begun with 32 attendees to date.</p>	
CP-4.1.1	Deliver revitalisation activities in the Frankston City Centre	Council continued to deliver on the Frankston Revitalisation Program in partnership with the Victorian Government through the Suburban Revitalisation Program including the completion of a final milestone report for Stiebel Lane improvements. A funding agreement variation was sought for the Nepean Highway central median revitalisation project to enable works to be delivered by June 2025 as part of the Nepean Boulevard Early Works program. External approvals continue to be sought for improvements to the Monash Greenlink that will better connect the Health and Education Precinct to the Frankston City Centre. Without these approvals, Council cannot construct the Greenlink.	

CP-4.1.2	Develop the Frankston Housing Strategy and commence year one implementation	The draft Frankston City Housing Strategy is underway and will be further refined by additional municipal wide flood modelling that is currently being undertaken. The process for the flood modelling and impending caretaker period means that it is unlikely that this term of Council will adopt the draft. Given that the Victorian Government is also consulting on Plan Victoria, that will most likely result in policy changes, it is best that the draft is finalised through quarter four and into quarter one of the new financial year.	●
CP-4.1.3	Develop the Frankston Metropolitan Activity Centre (FMAC) Structure Plan and commence year one implementation	During quarter three at the council meeting of the 18 March 2024, Council considered all the submissions received from the exhibition conducted during quarter two and resolved to refer all the submissions to an independent Planning Panel. Also during quarter three, the request to appoint an independent Planning Panel was made to the Minister for Planning. The Planning Panel process will commence in quarter four.	●
CP-4.3.1	Deliver the Open Space Strategy through a priority program of development and renewals for open space and play spaces	The Local Play and Park upgrade program has progressed with: - construction underway at Kareela Reserve in Frankston, Pratt Reserve in Frankston South and Lavender Hills Reserve in Carrum Downs. - tender phase commencing for Austin Road in Seaford, Monique Reserve in Langwarrin and East Seaford Reserve in Seaford. - concepts developed and community engagement phase underway for Heysen Reserve in Skye, Lucerne Reserve in Frankston and Brunel Reserve in Seaford. - preliminary concept underway for Alicudi Reserve in Frankston South	●

CP-4.3.3	Develop Council's Public Toilet Action Plan and implement year one actions	Following Council endorsement in quarter two, the Frankston Public Toilet Action Plan implementation has commenced during quarter three. Planning and design is progressing for the Seaford Road, Armstrongs Road and Witternberg Reserve public toilet upgrades. Design progressed for a new public toilet at Sandfield Reserve and construction is underway at Carrum Downs Recreation Reserve play space.	
CP-5.4.1	Develop the Sustainable Economy and Skilled Community Strategy	<p>Targeted business and business representative group engagement on the draft Economic Development and Skilled Community Strategy, supporting Background Paper and Action Plan took place from 4 February to 4 March 2024.</p> <p>The engagement reached:</p> <ul style="list-style-type: none"> <li>• 609 businesses via in-person engagement</li> <li>• Eight key stakeholders</li> <li>• Over 6,400 Social Media followers</li> </ul> <p>Seven survey responses were received to the online survey, overall supporting the Strategy and Action Plan. Valuable feedback was received from a local health provider which provided further insight into how Council and this sector can bridge the gap and work together towards attracting skilled workers to the area. The Draft strategy will be presented to Council for consideration for adoption at the 13 May 2024 Council meeting.</p>	
CP-5.4.2	Develop the Frankston Industrial Strategy and commence year one implementation	In quarter three, at the 18 March Council Meeting, Council adopted the final Strategy and resolved to request Authorisation from the Minister from Planning to undertake Planning Scheme Amendment C148fran. The request for Authorisation was also made to the Department of Transport and Planning (DTP) in quarter three.	

CP-5.5.1	Develop the 'Nepean Boulevard' vision and implementation plan	Master planning works to realise the Nepean Boulevard Vision continued to progress with detailed strategic transport modelling and analysis underway in close consultation with the Department of Transport and Planning (DTP) to ensure transport network functionality is satisfactorily maintained with any future development scenarios related to the Nepean Boulevard project. This technical transport planning assessment is critical to determining viable improvements to Nepean Highway and will inform development of the Draft master plan. In addition, Early Works designs have been prepared and DTP approvals sought for central median planting and new gateway signs in two locations within the corridor, Early works design has progressed for Mile Bridge and median tree illumination. The feature and levels survey was completed. These positive developments pave the way for the overall enhancement of the corridor, with further initiatives set to materialise on the ground within the next six to twelve months.	●
CP-5.5.2	Develop new Footpath and Parklet Guidelines to support outdoor dining.	The Footpath and Parklet Trading Guidelines was endorsed by Council at the June 2023 meeting and this initiative is now complete and in implementation.	✓

Policy & Safety Development	2023/24 Progress Comment	Status
Develop a Community Safety Policy & Strategy	This action has been completed	✓
Develop a Health & Wellbeing Policy	This project has been deferred to quarter three 2024-25.	●
Develop an Equestrian Master Plan	The Frankston Equestrian Master Plan was endorsed at the November Council meeting in quarter two. Implementation of the plan is now underway with design of new access arrangements underway as part of the broader Baxter Park Master Plan and Dam improvement project. A setout plan was developed in quarter three for the proposed new sand arena at Baxter Park Equestrian Reserve.	✓
Develop the Municipal Wayfinding Signage	The Municipal Wayfinding Strategy and Style Guide was endorsed by Council in 2022 and implementation is currently underway. Gateway prototypes and authority approvals were underway in quarter three for installation in quarter four,	✓
George Pentland Botanic Gardens Master Plan	The Master Plan review will be finalised in 24/25, subject to budget availability and once a horticultural plan for the gardens is developed in collaboration with the Operations team and Friends Group. The focus is currently on delivering components of the existing Landscape Master Plan to improve access and amenity within the gardens including new paths and picnic infrastructure. Procurement activities commenced in quarter three to deliver the picnic infrastructure and design commenced for new paths.	●
ESO Mapping - Planning scheme amendment	The Planning scheme amendment report and justification for the Environmental Significant Overlay (ESO) changes is being prepared. Re mapping of proposed changes ongoing and nearing completion.	●
Frankston City Coastal Resilience 2100	This project is progressing through stage one, which involves scoping and gap analysis.	●
Planning Scheme Amendments	A number of planning scheme amendments are at various stages: - Planning Scheme Amendment C152 was submitted to the Minister for Planning for approval in quarter two. - Planning Scheme Amendment C156fr is anticipated to be exhibited in quarter four. - Planning Scheme Amendment C158 was exhibited in quarter two and will proceed to a Panel Hearing in quarter four. - Planning Scheme Amendment C160fr was exhibited in quarter two and will proceed to a Panel Hearing in quarter four. - Planning Scheme Amendment C161fr is anticipated to be exhibited in quarter four.	●

Programs & Events	2023/2024 Progress Comment	Status
Deliver Economic Development Workshops and Events	The Economic Development team delivered Council's first Think Local Month in March including an Event Launch, business workshops, local shopping strip activations, a Small Business Expo, and 100 Think Local \$1,000 grants being awarded to local businesses. Twenty-five business workshops were delivered this quarter to support both current and aspirational local business operators this quarter and included the Business Accelerator Workshop, Hiring outside the box as well as twenty-two workshops delivered as a part of Think Local month. Council's Business Mentoring program offers two free 1hour support session with experienced business operators across a range of sectors. Seven participants received business mentoring support and nine business operators participated in a Business Health Check with a Business Mentor as a part of the Think Local Month program.	●
Deliver annual 20,00 tree planting programs and education	Planning has continued for the 2024 planting season, which commences next quarter. Officers will provide an update to Councillors in July to consider future planting opportunities, beyond 2025, in relation to Urban Forest Action Plan.	●

Partnerships	2023/2024 Progress Comment	Status
Elevating ESD Targets Planning Scheme Amendment Research Project	<p>Council, in collaboration with 24 Victorian councils, CASBE, and MAV, is advocating for an amendment to the Victorian planning scheme to enhance sustainability standards in new buildings. The objective is to safeguard the environment, minimize resource consumption, and promote occupant wellbeing. Proposed changes aim to achieve net zero carbon emissions, improve energy efficiency to lower household bills, enhance occupant health and comfort, manage water usage effectively, preserve greenery and biodiversity, and enhance resilience to climate change. CASBE has allocated funding for a daylight level research project to refine daylight requirements for planning applicants based on findings from the Stage 2 Daylight project. Additionally, CASBE has reached out to Minister for Planning Sonia Kilkeny MP to discuss the Elevating ESD Targets Project, outlining timelines for the amendment process and opportunities for state-local government collaboration on sustainability in planning.</p> <p><i>*NB: This project is being delivered by Council Alliance for a Sustainable Built Environment (CASBE).</i></p>	●

## Executive Summary

### 12.1 Governance Matters Report for 13 May 2024

*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 status of resolutions.

#### **Recommendation (Director Corporate and Commercial Services)**

That Council:

##### Council Resolution Status Update

1. Receives the Council Resolution Status update, including:
  - a. Notice of Motion Cost Summary and Notice of Motion Report for 13 May 2024 and Open Urgent Business actions;
  - b. Notes there is one report delayed in its presentation to Council:
    - Proposed amendments to the Councillor Training and Development Policy from a Councillor Briefing in May 2024 to a future Councillor Briefing;
  - c. Notes since the Council Meeting, held on 22 April 2024, eighteen (18) resolution actions have been completed, as listed in the body of the report;

##### Councillor Briefings Record

2. Receives the record of Councillor Briefing meetings held since the date of last Council Meeting held on 22 April 2024 as listed in the body of the report;

##### Councillor Interstate Travel

3. Notes the Mayor will be travelling to Canberra for key advocacy associated with the Greater South East Melbourne Group Advocacy delegation from 26 to 27 June 2024, at no cost to Council.

### **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 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.

**12.1 Governance Matters Report for 13 May 2024****Executive Summary**

- 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;
- Council Briefings Record; and
- Councillor Interstate Travel.

**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:

*“4. a) Includes in the attached monthly report (Notice of Motion Cost Summary), the number of Urgent business items per councillor*

*b) Includes the updates of the status of Urgent Business items in the attached monthly report (Notice of Motion Report)”*

- In line with the above resolutions, the following reports are attached for 22 April 2024:
  - Notice of Motion Cost Summary (**Attachment A**)
  - Notice of Motion Status Report (**Attachment B**)
- Due to various factors, it is sometimes not possible for reports to be brought back before Council in accordance with the time frames resolved. The following report has been delayed in its presentation to a Councillor Briefing:
  - Proposed amendments to the Councillor Training and Development Policy  
The Local Government Amendment (Governance and Integrity) Bill 2024, which includes reforms on Councillor training, has not yet been enacted. This report is delayed in its presentation to a Councillor Briefing from May 2024 to a future date, following the outcome and decision of this proposed Bill.
- Since the last Council Meeting 2024/CM04 on 22 April 2024, the following eighteen (18) resolution actions have been reported as ‘complete’. A detailed report has been provided at **Attachment C**:
  - Statutory Planning Progress Report for November and December 2023
  - Planning Application - 380/2022/P - 59-61 Playne Street, Frankston - Use and development of an eight (8) storey building (comprising shop and dwellings) in a Commercial 1 Zone and reduction to the car parking requirements under the Parking Overlay, Schedule 1 of the Frankston Planning Scheme

**12.1 Governance Matters Report for 13 May 2024****Executive Summary**

- Statutory Planning Progress Report for February 2024
- Statutory Planning Progress Report for January 2024
- Governance Matters Report for 19 February 2024
- Governance Matters Report for 22 April 2024
- Award of Contract CN11236 - Wayfinding and Corporate Signs Panel
- Update on Councillor projects of interest and hot topics
- Consolidated Performance Report - including Peninsula Leisure - Q2 - October to December 2023
- Recognition and Appreciation of services given to the Community by the Mayor for Mayoral Term
- Capital Works Quarterly Report - Q2 - October to December 2023
- Recognition and Appreciation of services given to the community by the Deputy Mayor during Previous Term
- Award of Contract CN11226 - Pit Construction and Pipe Laying Panel
- Award of Contract CN11236 - Wayfinding and Corporate Signs Panel
- 2023-24 Mid-Year Forecast Review
- Proposed Committee of Management Appointment - Lathams Road Carrum Downs
- Ministerial Application Referral PA2402698 - Council Reference 27/2024/PIR1 - 9-17 Cranbourne Road and 69 Playne Street Frankston - Development and use of land for the purpose of a Hospital and Office (Medical Centre), and to alter access to a road in a Transport Zone 2 (T2Z)

**Councillor Briefings Record**

- At its meeting on 11 September 2023, Council resolved that:
  - “4. *Resolves to provide with effect from the October Council Meeting, the record of Councillor Briefings containing the following details through the Governance Matters Report:*
    - *List of the topics discussed at councillors briefings held since the date of last council meeting;*
    - *Records of the Councillors attendance at that briefing; and*
    - *Conflict of Interest disclosures, if any.*”
- The briefings listed below have occurred since the 22 April 2024 Council Meeting:

Date	Items Discussed	Councillors in Attendance	Conflict of Interest Disclosures
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## 12.1 Governance Matters Report for 13 May 2024

**Executive Summary**

Date	Items Discussed	Councillors in Attendance	Conflict of Interest Disclosures
29 April 2024	<ul style="list-style-type: none"> <li>South East Melbourne Airport project update</li> <li>Animal Pound Service Review</li> <li>Property Matters Update</li> <li>CEO and Councillors only</li> </ul>	Mayor Cr Nathan Conroy (Chair) Deputy Mayor, Cr Liam Hughes Cr David Asker Cr Sue Baker Cr Kris Bolam Cr Claire Harvey Cr Brad Hill Cr Glenn Aitken Cr Suzette Tayler	Nil
1 May 2024	<ul style="list-style-type: none"> <li>McClelland Gallery</li> <li>Update of the Draft Affordable Housing Policy</li> <li>Motorcycle track - initial discussion of Coroner's findings</li> </ul>	Mayor Cr Nathan Conroy (Chair) Cr David Asker Cr Sue Baker Cr Kris Bolam Cr Claire Harvey Cr Brad Hill Cr Glenn Aitken	Nil
6 May 2024	<ul style="list-style-type: none"> <li>EMT &amp; Councillors meet with Labour MP; Jodie Belyea and associates</li> <li>Councillor Only session</li> <li>Agenda Review</li> </ul>	Mayor Cr Nathan Conroy (Chair) Deputy Mayor, Cr Liam Hughes Cr David Asker Cr Sue Baker Cr Kris Bolam Cr Claire Harvey Cr Brad Hill Cr Glenn Aitken Cr Suzette Tayler	Cr Bolam declared a conflict of interest for an Agenda Review item, re Award of Contract for Meals On Wheels, as he is currently on the board for Meals on Wheels Victoria. Cr Bolam left the room for this item.

**Councillor Interstate Travel**

- The Mayor, along with the CEO of Frankston City Council, has been asked to join a delegation of Mayors and CEOs from the Greater South East Melbourne Group (GSEM) to travel to Canberra, ACT on 26 and 27 June 2024.
- The aim of the delegation to Canberra is to raise awareness of GSEM at a federal level, brief Members of Parliament/Ministers and provide an opportunity, under the GSEM banner, to demonstrate the region's strengths and prospects. Current engagements include meetings with Julian Hill MP, Member for Bruce and Chair of Joint Committee of Public Accounts and Audit along with a dinner event. Further meetings with senior levels of Government is currently being scheduled.
- GSEM are directly paying some of the costs of the GSEM delegation. The Mayor will attend at no cost to Council.

**Financial Impact**

There are no financial implications with this report.

**12.1 Governance Matters Report for 13 May 2024****Executive Summary****Consultation****1. External Stakeholders**

Nil

**2. Other Stakeholders**

Nil

**Analysis (Environmental / Economic / Social Implications)**

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

**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

Nil.

Policy Impacts

Nil.

Officer's Declaration of Interests

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

**Gender Impact Assessments**

No gender impact assessment was required. This initiative has no impact on our community or the public.

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.

**12.1 Governance Matters Report for 13 May 2024****Executive Summary**

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**ATTACHMENTS**

- Attachment A: [!\[\]\(7bd90eccd870d6de3ffcf3e0422056dd\_img.jpg\)](#) Notice of Motions Estimated Costs
- Attachment B: [!\[\]\(6a8cb50ce320d38d6796a7ea3f0d4ddb\_img.jpg\)](#) Notice of Motion Report Status
- Attachment C: [!\[\]\(53558f60bf9a8afc2465602f559582b1\_img.jpg\)](#) Completed actions reports as on 13 May 2024

Notice of Motion Report - 2024 - CM04 - for the 22 April Council Meeting (A5116681).XLSX

### Notice of Motions Estimated Costs By Councillor 2020 - 2024 Term

Councillor	Number	Primary Cost	Ongoing Cost	Outcome Cost	Urgent Business
Cr David Asker	1	\$0	\$0	\$0	2
Cr Sue Baker	2	\$500	\$0	\$0	3
Cr Kris Bolam	11	\$10,000	\$0	\$0	1
Cr Nathan Conroy	0	\$0	\$0	\$0	0
Cr Claire Harvey	7	\$7,155	\$0	\$0	2
Cr Brad Hill	4	\$0	\$0	\$0	3
Cr Liam Hughes	2	\$800	\$0	\$0	1
Cr Steven Hughes	3	\$0	\$0	\$0	0
Cr Suzetter Tayler	1	\$0	\$0	\$0	1
<b>TOTAL</b>	<b>32</b>	<b>\$ 18,455</b>	<b>\$ -</b>	<b>\$ -</b>	<b>13</b>

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 - 2024 - CM05 - for the 13 May Council Meeting (A5135253).XLSX

Meeting Date	Item No	NOM Title and Councillor	Council Resolution	Responsibility	Comments	Cost Summary
2-Oct-23	14.1	2023/NOM6 - Accountability Transparency Reform (ATR) III  Cr Bolam	<p>Council Decision</p> <p>Moved: Councillor Bolam Seconded: Councillor Asker</p> <p>That Council:</p> <p>Transparency Hub</p> <p>1. Notes the progress on Council’s website redevelopment to improve public transparency and access to information, which notably features its Transparency Hub that offers streamlined access to selected Council data, stories, reports, and curated information and allows the community to explore and visualise data, providing an overview of Frankston City Council’s decision-making and activities;</p> <p>2. Notes that:</p> <p>a) The Transparency Hub already includes valuable resources such as External grants received and applied and reduction in Closed Council items, which to note are also reported in the CEO’s quarterly report (public version attachment);</p> <p>b) Council’s redeveloped website already publishes its Contractor Code of Conduct with access to information about tenders;</p> <p>c) Refinements are occurring relative to the existing CEO’s Public Report, with aspects within this report to be transferred to the Transparency Hub, where agreed upon by Council;</p> <p>3. Receives a briefing and is engaged on planned future stages for further development of the Transparency Hub in anticipation of a report to Council by no later than December 2023 Council meeting.</p> <p>4. Notes the following is to occur, no later than December 2023:</p> <p>a) The streamlining of Council’s website to improve the community’s ease of access to the Transparency Hub (via direct hyperlinks or related measures);</p> <p>b) The following components are added to the Transparency Hub in the spirit of good governance, transparency and accountability:</p> <p>i. Council’s developer/lobbyist register, subject to first addressing any privacy or legislative requirements;</p> <p>ii. Council’s developer contribution register;</p> <p>iii. A register of any contracts (including consultancies) awarded both above and within financial delegation, along with contract exemption and additional delegations afforded to the CEO;</p> <p>iv. A register of any external submissions formally endorsed and submitted by the Council;</p> <p>v. A summary of broader Freedom of Information (FOI) outcomes achieved, which is currently reported annually to Council, subject to any privacy, confidentiality and legislative requirements;</p> <p>vi. A register of petitions received taking into account any privacy, confidentiality and related requirements;</p> <p>vii. Council’s legal expenses summary taking into account any privacy, confidentiality and related requirements;</p> <p>viii. Council’s interstate travel register, for Councillors;</p> <p>ix. Councillors Conduct matters summary, beginning it out of the CEO’s quarterly report (confidential attachment) but taking into account any confidential or legislative requirements;</p>	Brianna Alcock / Fiona McQueen / Tammy Ryan / William Costello	01 May 2024 1. Complete. Council noted progress to improve public transparency and access to information., 2. Complete. Council noted the Transparency Hub already includes information also reported in the CEO’s quarterly report., 3. 4. In progress. Most registers from the NOM have been added to the Transparency Hub. The privacy process for releasing the Lobbyist and Developer Register is in progress and will now be released in May 2024. Records and registers on Council’s website have been centralised under documents available for public inspection., 5. Complete. A register and workflow have been established for registers on Council’s website and the Transparency Hub to be updated quarterly., Council’s Independent Internal Reviews, 6. a) Complete. Noted., b) Complete. Noted, c) Complete. Report presented at the 20 November Council Meeting., Director recommends closure of this completed action. 7. Complete. Report prepared for the 11 December Council Meeting. Director recommends closure of this completed item. 8. Complete. Report to Briefing 29 November 2023., Director recommends closure of this completed item. 9. Complete. A report was presented to Council at its meeting in December 2023.	
23-Oct-23	14.2	2023/NOM9 - Federal Funding in Abeyance 2023  Cr Bolam	<p>Council Decision</p> <p>Moved: Councillor Bolam Seconded: Councillor Tayler</p> <p>That Council renews its advocacy for the \$225 Million funding committed by the former Liberal Federal Government in 2019 for the proposed rail electrification extension past Frankston Metropolitan Activity Centre by:</p> <p>1. Noting the importance of \$225 million in funding for the Dunkley and Flinders electorates for alternative transport projects.</p> <p>2. Noting the bipartisan Federal support for this project, spanning from 2018 until the recent 90 day infrastructure review</p> <p>3. Writing to the new Victorian Premier, the Hon Jacinta Allan MP, and all relevant members, to support the retention of the \$225 million to remain for improved transport outcomes in the City of Frankston and Mornington Peninsula Shire;</p> <p>4. Highlighting the regional economic and visitor importance of Frankston City and the Mornington Peninsula, which is currently impacted by the lack of a vibrant, well connected and sustainable transport network (roads, public transport, walking and cycling) servicing much of these areas, noting:</p> <p>a. Frankston’s position as a Metropolitan Activity Centre with an expected population growth of 18,000 people by 2041 and which services a population across these two municipalities expected to reach 340,000 in less than 20 years;</p> <p>b. Frankston’s strategic planning work, including the Integrated Transport Strategy and Housing Strategy – all closely aligned to the Frankston Metropolitan Activity Centre Structure Plan and the broader intentions of the State Government’s recently announced Housing Statement;</p> <p>c. Mornington Peninsula’s position as Victoria’s top regional tourist destination (second only to Melbourne) with 8.2 million visitors in 2022;</p> <p>d. If rail extension is not an option there are numerous other transport improvements (for example, roads, shared user paths, Nepean Hwy upgrades) necessary in Frankston and Mornington Peninsula;</p> <p>5. Engage the Mornington Peninsula Shire Council and the Committee for Greater Frankston and Mornington Peninsula to get behind this advocacy, offer their support and express their views.</p> <p>6. a. That Council notes that the Mayor is due to meet with Peta Murphy, the Federal Member for Dunkley, to discuss potential local alternative uses for a portion of the \$221M if the Federal Government ultimately determines that the electrification effort is no longer deemed viable; and</p> <p>b. That a verbal update is to be provided by the Mayor at the December Ordinary Meeting on the outcome of this discussion.</p>	Fiona McQueen	06 Feb 2024 Completed. Draft letter on hold as this NOM action was superseded by the 20 November 2023 Council Meeting item 12.10 Advocacy Priorities Refresh for 2023-2024 action number., 8. Receives a report at the January 2024 Council Meeting on a range of transport initiatives within Frankston City and the Mornington Peninsula suitable for proposing to the Federal Government for consideration in retaining partial or full funding from the long-standing \$225 million electrification of the Stony Point rail line beyond Frankston Station. Officers will re-visit this letter following the January 2024 Council Meeting.	
11-Dec-23	14.1	2023/NOM10 - Graffiti Advocacy and Invitation  Cr Asker	<p>Council Decision</p> <p>Moved: Councillor Asker Seconded: Councillor Hill</p> <p>That Council:</p> <p>1. Notes recent correspondence in November 2023 to the Victorian Government highlighting the desire of Council to work collaboratively on improving the presentation and safety of a number of key road gateways across Frankston City. This correspondence reiterated the period of exciting transformational change currently underway in Frankston City, with Council increasingly focused on beautification and maintenance of its assets to enhance the overall presentation of our city;</p> <p>2. Notes that prompt response times to community and Council reports of graffiti, overgrown landscaping, poor lighting and cleanliness of road reserves (rubbish removal), will positively impact community sentiment and reputation of both Council and the Victorian Government;</p> <p>3. Notes particular state government owned sites identified by Council include the cleanliness and presentation of Nepean Highway, Frankston-Cranbourne Road, Beach Street/McMahons Road underpass, Quinn Link Overpass Precinct, Frankston Freeway, Frankston-Flinders Road/Moorooduc Highway, Ballarto Road and Dandenong-Frankston Road;</p> <p>4. Notes that, in addition to numerous correspondence to the Victorian Government throughout 2021-2023, Council has raised concerns with maintenance of state government owned road and gateway infrastructure with the Department of Transport and Planning (DTP), however have been unsuccessful in receiving a positive resolution to the increased graffiti and maintenance concerns on DTP assets;</p> <p>5. Subsequent to this recent correspondence Council is to request a meeting with the relevant Victorian State Ministers, including the Premier, to discuss opportunities for key state government owned road gateway precinct beautification, improvements and maintenance to address growing concerns around graffiti, landscaping, lighting, cleanliness and other aspects. This invitation will include an offer to visit Frankston City to meet in person and possibly a site visit; and</p> <p>6. Prepares a motion for consideration at the May 2024 Municipal Association of Victoria State Council seeking a commitment from the Victorian Government to deliver improvements and increased maintenance of state government owned road gateway infrastructure assets (roads, road reserves, under/overpasses, sound walls).</p> <p>Carried Unanimously</p>	Fiona McQueen	6 Feb 2024 - 1. Complete Noted recent correspondence in November 2023 to the Victorian Government highlighting the desire of Council to work collaboratively on improving the presentation and safety of a number of key road gateways across Frankston City. This correspondence reiterated the period of exciting transformational change currently underway in Frankston City, with Council increasingly focused on beautification and maintenance of its assets to enhance the overall presentation of our city., 2. Complete. Noted that prompt response times to community and Council reports of graffiti, overgrown landscaping, poor lighting and cleanliness of road reserves (rubbish removal), will positively impact community sentiment and reputation of both Council and the Victorian Government., 3. Complete. Noted particular state government owned sites identified by Council include the cleanliness and presentation of Nepean Highway, Frankston-Cranbourne Road, Beach Street/McMahons Road underpass, Quinn Link Overpass Precinct, Frankston Freeway, Frankston-Flinders Road/Moorooduc Highway, Ballarto Road and Dandenong-Frankston Road., 4. Complete. Noted that, in addition to numerous correspondence to the Victorian Government throughout 2021-2023, Council has raised concerns with maintenance of state government owned road and gateway infrastructure with the Department of Transport and Planning (DTP), however have been unsuccessful in receiving a positive resolution to the increased graffiti and maintenance concerns on DTP assets., 5. In Progress. Subsequent to this recent correspondence Council is to request a meeting with the relevant Victorian State Ministers, including the Premier, to discuss opportunities for key state government owned road gateway precinct beautification, improvements and maintenance to address growing concerns around graffiti, landscaping, lighting, cleanliness and other aspects. This invitation will include an offer to visit Frankston City to meet in person and possibly a site visit; and, 6. Completed.Motion prepared for consideration at the May 2024 Municipal Association of Victoria State Council seeking a commitment from the Victorian Government to deliver improvements and increased maintenance of state government owned road gateway infrastructure assets (roads, road reserves, under/overpasses, sound walls).	
22-Apr-24	14.1	2024/NOM11 - Strengthening the voice of young people within Council  Cr Bolam	<p>Council Decision</p> <p>Moved: Councillor BolamSeconded: Councillor Aitken</p> <p>Given the importance of the work that Council undertakes to support local young people, Council seeks that a report be provided focussing on two key areas of delivery:</p> <p>a)How the role and functions of the Youth Council can be further enhanced to strengthen the voice of young people within Council.</p> <p>The report is to explore a simple model that considers:</p> <ul style="list-style-type: none"><li>•The Frankston Youth Council providing updates and recommendations to Council;</li><li>•Representative(s) of the Youth Council to attend, alongside the Mayor, relevant major civic events to-be-determined;</li><li>•The Youth Council engaging with school-based student councils across the Frankston municipality with support from Council;</li><li>•Youth Council Representative(s) to meet with the Mayor periodically to discuss youth based issues;</li><li>•At the end of their term, the Youth Council is to report to Council on their activities and any recommendations.</li></ul> <p>b)The current outreach work being undertaken by Frankston Youth Services, with specific reference to:</p> <ul style="list-style-type: none"><li>•Engagement with schools throughout the municipality, and the assistance provided to students that may be experiencing exceptional hardships, challenges and are at risk of becoming disengaged;</li><li>•The outreach work and partnerships being undertaken to support young people who have become disengaged from educational, vocational and/or employment settings;</li><li>•Identifying any opportunities to continually raise the profile of these services within the secondary schools network in order to maximise the benefits for young people who are in need of support.</li></ul> <p>The report is to be provided at the August 2024 Council Meeting.</p>	Bearup, Tim		

Division:				Date From:		
Action Sheets Report				Date To:		
CLOSED / COMPLETED				Printed: Wednesday, 1 May 2024 12:26:10 PM		
MEETING DATE	ITEM NUMBER	Title	MOTION	RESPONSIBLE DIVISION & OFFICER		DATE COMPLETED
29/01/2024	11.1	Statutory Planning Progress Report for November and December 2023	<p><u>Council Decision</u></p> <p><b>Moved: Councillor Hill</b> <b>Seconded: Councillor Harvey</b></p> <p>That Council:</p> <ol style="list-style-type: none"><li>Receives the Statutory Planning Progress Report for the months of November and December 2023;</li><li>Notes in both the months of November and December, 82% of applications determined were within the statutory timeframe, above the target of 70%; and</li><li>Resolves that Attachment C (Major Development Updates) and Attachment D (General Planning Applications of Councillor Interest Updates) remain confidential indefinitely on the grounds that it contains land use planning information and private commercial information (<i>Local Government Act 2020, s.3(1)(c) and (g)</i>). These grounds apply because it contains private information and would, if prematurely released, impact the reputation of Councillors and Council.</li></ol> <p><u>Carried Unanimously</u></p>	Communities	Clements, Sam	<p><b>29 Apr 2024 1:09pm Clements, Sam - Completion</b> 29/04/2024</p> <p>Completed by Clements, Sam (action officer) on 29 April 2024 at 1:09:31 PM - Progress report recieved at 29 Jan 2024 Council meeting.</p> <p><b>29 Apr 2024 1:09pm Clements, Sam - Notification</b></p> <p>Hughes, Angela (first authoriser) notified by Clements, Sam (action officer) on 29 April 2024 at 1:09:42 PM, Sent to Angela Hughes and Liv Lehmann for authorisation, Notified by Sam Clements</p> <p><b>29 Apr 2024 1:23pm Lehmann, Liv - Authorisation</b></p> <p>Authorised by Lehmann, Liv (delegate) on behalf of Hughes, Angela (first authoriser) on 29 April 2024 at 1:23:14 PM, Authorised by Liv Lehmann on behalf of Angela Hughes, Notification sent to Angela Hughes and Sam Clements</p>
18/03/2024	11.1	Planning Application - 380/2022/P - 59-61 Playne Street, Frankston - Use and development of an eight (8) storey building (comprising shop and dwellings) in a Commercial 1 Zone and reduction to the car parking requirements under the Parking Overlay, Schedule 1 of the Frankston Planning Scheme	<p><u>Council Decision</u></p> <p><b>Moved: Councillor Tayler</b> <b>Seconded: Councillor Hill</b></p> <p>That Council resolves to issue a Planning Permit in respect to Planning Permit Application 380/2022/P for the use and development of an eight (8) storey building (comprising shop and dwellings) in a Commercial 1 Zone and reduction to the car parking requirements under the Parking Overlay, Schedule 1 of the Frankston Planning Scheme at 59-61 Playne Street, Frankston, subject to the following conditions:</p> <p><b>Plans</b></p> <ol style="list-style-type: none"><li>Before the use and/or development starts, amended plans to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. When approved, the plans will be endorsed and will then form part of the permit. The plans must be drawn to scale with dimensions and must be generally in accordance with Drawing Nos. TP-100 - TP-0108, TP-151 - TP-152, TP-400 – TP-403 and TP-420 – TP-422 (Rev C) prepared by Ewert Leaf dated March 2022, but modified to show:<ol style="list-style-type: none"><li>A minimum setback from the western boundary of 4.5m to Levels 3-7 and the roof terrace in accordance with the requirements of the FMAC Structure Plan (2023).</li><li>Variation of material CON 01 (Natural light grey precast concrete) at upper levels to integrate colour/materials used within the podium. The colour/materials within the podium can be applied to the balcony soffits or planter boxes or alternative to the satisfaction of the Responsible Authority.</li><li>Application of curvature detail and expressed awnings provided along the north/south elevations to the east and west elevations.</li><li>Amendments to the building to ensure that no overshadowing occurs to the entire southern footpath Playne Street between 10am and 2pm at the spring equinox (September 23).</li><li>Provision of east facing windows (highlight or other) to the Master Bedrooms and east facing bathrooms of Apartments 1.03, 2.03, 3.03, 4.03, 5.03, 6.03 and 7.03.</li><li>Provision of east facing windows (highlight or other) to Bedroom 01 of Apartments 3.05, 4.05, 5.05, 6.05 and 7.05.</li><li>Application of surface treatment (e.g. public art or other to the satisfaction of the Responsible Authority) to the CON-01 surfaces at Basement Level 1 and Ground Level along north, east and west elevations to minimise opportunities for graffiti.</li><li>The Tree Protection Zone (TPZ), Structural Root Zone (SRZ) and the tree protection locations for all trees to be retained illustrated on all relevant plans.</li><li>The overhead street canopy must not interfere with any street tree and must consider its future growth.</li><li>Landscape Plan for the development site and public realm in accordance with Condition 11.</li><li>Landscape Maintenance Plan in accordance with Condition 12.</li><li>Tree Protection Management Plan in accordance with Condition 16.</li><li>All trees growing on the site and on the adjoining properties within 3m of the boundaries clearly illustrated on all relevant plans to demonstrate canopy width, trunk location and clearly labelled in accordance with the Tree Protection Management Plan endorsed under Condition 16.</li></ol></li></ol>	Communities	Clements, Sam	<p><b>29 Apr 2024 1:11pm Clements, Sam - Completion</b> 29/04/2024</p> <p>Completed by Clements, Sam (action officer) on 29 April 2024 at 1:11:21 PM - Planning permit issued 27 March 2024.</p> <p><b>29 Apr 2024 1:11pm Clements, Sam - Notification</b></p> <p>Hughes, Angela (first authoriser) notified by Clements, Sam (action officer) on 29 April 2024 at 1:11:33 PM, Sent to Angela Hughes and Liv Lehmann for authorisation, Notified by Sam Clements</p> <p><b>29 Apr 2024 1:22pm Lehmann, Liv - Authorisation</b></p> <p>Authorised by Lehmann, Liv (delegate) on behalf of Hughes, Angela (second authoriser) on 29 April 2024 at 1:22:49 PM, Authorised by Liv Lehmann on behalf of Angela Hughes, Notification sent to Angela Hughes and Sam Clements</p>

Division:

Date From:

Date To:

Printed: Wednesday, 1 May 2024 12:26:10 PM

Action Sheets Report

CLOSED / COMPLETED

MEETING DATE	ITEM NUMBER	Title	MOTION	RESPONSIBLE DIVISION & OFFICER	COMMENTS	DATE COMPLETED
			<div><div><div>n. Tree protection conditions noted on all relevant plans in accordance with Conditions 17 to 19.</div><div>o. A Car Park and Loading Management Plan in accordance with Condition 25.</div><div>p. A Sustainability Management Plan (SMP) in accordance with Condition 50.</div><div>q. The recommendations in the endorsed SMP to be annotated on the architectural plans required by Condition 1.</div><div>r. A Green Travel Plan in accordance with Condition 52.</div><div>s. A Wind Impact Assessment in accordance with Condition 53.</div><div>t. A Waste Management Plan in accordance with Condition 55.</div><div>u. An Acoustic Report in accordance with Condition 56.</div><div>v. The recommendations in the endorsed Acoustic Report to be annotated on the architectural plans required by Condition 1.</div></div><div>No Alteration or Changes</div><div><div>2. The use and development as shown on the endorsed plans must not be altered without the prior written consent of the Responsible Authority.</div><div>3. The roof garden area to be operated ancillary to the primary use of the apartments and not for general public use.</div></div><div>Materials, Finishes and Colour Schedule</div><div><div>4. Prior to the commencement of building and works, a colour schedule and sample panel of all external materials and finishes showing materials, colours and finishes, roof and glazing treatments including colour copies suitable for endorsing, must be submitted to the satisfaction and approval by the Responsible Authority. When approved, the schedule will form part of the permit.</div><div>5. No equipment, services, architectural features or structures of any kind, including telecommunication facilities, other than those shown on the endorsed plans shall be permitted above the roof level of the building unless otherwise agreed to in writing by the Responsible Authority.</div></div><div>Completion of Works</div><div><div>6. Once the development has started it must be continued and completed to the satisfaction of the Responsible Authority.</div><div>7. Unless with the further written consent of the Responsible Authority, the building must not be occupied until all buildings and works as shown on the endorsed plans have been completed to the satisfaction of the Responsible Authority.</div></div><div>Environmental Audit</div><div><div>8. Prior to the commencement of buildings and works, the permit holder must provide:<div><div>a. An amended Preliminary Site Investigation (prepared by Greencap, dated November 2022) to identify any potential contamination and gas risks associated with the former landfill located at 1 Yuille Street, Frankston; and</div><div>b. An environmental audit statement under Part 8.3, Division 3 of the Environment Protection Act which states that the site is suitable for the use and development allowed by this permit; or</div><div>c. An environmental audit statement under Part 8.3, Division 3 of the Environment Protection Act which states that the site is suitable for the use and development allowed by this permit if the recommendations made in the statement are complied with.</div></div></div><div>9. All the recommendations of the environmental audit statement must be complied with to the satisfaction of the Responsible Authority, prior to commencement of use of the site. Written confirmation of compliance must be provided by a suitably qualified environmental consultant or other suitable person acceptable to the Responsible Authority prior to commencement of use of the site.</div><div>Compliance sign off must be in accordance with any requirements in the environmental audit statement recommendations regarding verification of works.</div><div>10. Where there are recommendations in an environmental audit statement that require significant ongoing maintenance and/or monitoring, the permit holder must enter into a Section 173 Agreement under the Planning and Environment Act 1987 providing for this to occur at the expense of the owner/s of the land. The Agreement must be executed on title prior to the occupation of any dwelling or use. The owner must meet all costs associated with drafting and execution of the Agreement, including those incurred by the Responsible Authority.</div><div>Should the land be unable to be remediated or the environmental audit statement conditions seek change to the form</div></div></div>			

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of development approved under this permit or extensive statement conditions for the future management of the site, the Responsible Authority may seek cancellation or amendment to the permit pursuant to Section 87 of the Planning and Environment Act 1987.

Landscaping

11.
- Before the development starts, a detailed Landscape Plan consistent with Frankston City Council's Landscape Plan Guidelines (2020) must be submitted to and approved by the Responsible Authority. When approved, the plan will be endorsed and will then form part of the permit. The plan must be to the satisfaction of the Responsible Authority and prepared by a suitably qualified landscape designer, drawn to scale with dimensions. The plan must be generally in accordance with the landscape plan, prepared by John Patrick Landscape Architects Pty Ltd, dated Feb 2022, but modified to show:

a.

Address the plans to be endorsed under Condition 1.

b.

A survey (including botanical names) of all existing vegetation on the site and those located within 3m of the site boundary on adjoining properties, accurately illustrated to represent canopy width and labelled with botanical name, height and whether the tree is proposed to be retained and/or removed;

c.

The Tree Protection Zone (TPZ) and Structural Root Zone (SRZ) of retained trees illustrated with notations regarding protection methods during construction;

d.

The delineation and details of surface finishes of all garden beds, grassed areas, pathways, driveways, retaining walls and other landscape works including areas of cut and fill throughout the development site;

e.

An increase in the width and area of the Balcony Planter box areas onto the Balastrate Roof area to the satisfaction of the Responsible Authority and unless otherwise agreed to in writing by the Responsible Authority;

f.

Notation that there is to be a Plant establishment period of 13 weeks followed by a maintenance period of 24 months after Practical completion of the landscape works;

g.

Adequate planting densities (e.g.: plants with a mature width of 1 metre, planted at 1 metre intervals);

h.

Nominate soil volume provided for trees located within garden bed areas;

i.

A planting theme of a minimum 40% indigenous and 40% native within each plant group; select alternative species to Euphorbia species;

j.

All existing environmental weed species must be removed from the site and environmental and noxious weeds found in the 'Frankston City Council Invasive Species Guide (2019)' must not be planted;

k.

The Public Realm Plan to include:

i.

Proposed retaining wall and security screen to be designed in consultation with and to the satisfaction of Council achieving all safety requirements;

ii.

Alternative canopy tree selected to *Eucalyptus pauciflora*. Tree selection to consider tolerance to the exposed site conditions and any overhead power lines;

iii.

Low maintenance landscaping to Council's satisfaction; and

iv.

Planting area to be setback from the building.

l.

The provision of notes on the landscape plan regarding site preparation, including in-ground recycled water irrigation system to be provided to all landscaped areas, removal of all weeds, proposed mulch, soil types and thickness, subsoil preparation and any specific maintenance requirements;

m.

All tree stock used must be in accordance with *AS2303-2015 Tree stock for Landscape Use*.

The landscaping as shown on the endorsed Landscape Plan must be carried out and completed to the satisfaction of the Responsible Authority before the occupation of the development or at a later date for the landscaping of the Public Realm Plan as approved and agreed with the payment of a 'Incomplete Landscape Works' bond by the Responsible Authority in writing.

Landscape Maintenance Plan

12.
- Before the development starts, a Landscape Maintenance Plan (excluding the public realm) to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. When approved, the plan will be endorsed and will then form part of the permit. The plan must include:

a.

Address the plans to be endorsed under Condition 1.

b.

Plant establishment schedule and period.

c.

Ongoing annual planting maintenance schedule (monitoring of plants, weeding, watering, pruning, re-mulching, pest and disease management, fertilising, re-planting).

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Action Sheets Report				Date To:		
CLOSED / COMPLETED				Printed: Wednesday, 1 May 2024 12:26:10 PM		
MEETING DATE	ITEM NUMBER	Title	MOTION	RESPONSIBLE DIVISION & OFFICER	COMMENTS	DATE COMPLETED
			<div><div>d. Ongoing maintenance schedule for structures and surfaces (cyclic, routine, reactive, emergency and renovation).</div><div>e. Replacement time frames for poorly performing plant stock.</div><div>f. Irrigation specification and irrigation maintenance schedule.</div><div>g. Maintenance responsibilities for landscaping establishment and ongoing maintenance.</div></div> <div>13. The landscaping shown on the endorsed plans must be maintained on the site in accordance with the Landscape Maintenance Plan to the satisfaction of the Responsible Authority, including that any dead, diseased or damaged trees are to be replaced.</div> <div>14. All landscaping in the Public Realm Plan shown on the endorsed Landscape Plans, must be maintained by the developer to the satisfaction of the Responsible Authority for a minimum period of 24 months (to be concluded outside the summer period from the date of issue of a Certificate of Practical Completion of landscaping). During this period the landscape contractor shall make good all defects within the scope of works. Maintenance means the care and maintenance of the contract area by accepted horticultural practices, as well as rectifying any defects that become apparent in the work. This shall include, but shall not be limited to watering, fertilising, weeding, pruning, pest and disease control, cultivation, re-staking and replacement of any plants that fail with plants of the same species and size, including that any dead, diseased or damaged plants are to be replaced, mulched surfaces reinstated, trees inspected by an arborist and any remedial works undertaken, damaged or faulty infrastructure repaired or replaced etc. Rectification works must not be deferred until the completion of the maintenance period.</div> <div>15. Prior to the occupation/use of the development a quote, which is prepared by a suitably qualified person or firm, must be submitted to and approved by the Responsible Authority. The quote must provide details of the costs to maintain the approved landscaping within the public realm for a 24-month period, in accordance with the approved landscape plans. Once approved, 150% of the of the agreed estimated cost quoted (including 5% infrastructure costs) must be paid to Frankston City Council as a maintenance bond prior to the occupation/use of the development.</div> <div>16. Before works start (including any demolition, levelling of the site, excavations, tree removal, delivery of building/construction materials and/or temporary buildings), a Tree Protection Management Plan (TPMP) prepared in accordance with Frankston City Council's 'Arboricultural Report Writing Guide' must be submitted to and approved by the Responsible Authority. When approved, the plan will be endorsed and will form part of the permit. The plan must be generally in accordance with the Tree Protection Management plan prepared by Landscape by Design dated 20 July 2023, but modified to show:<div><div>a. Address the plans to be endorsed under Condition 1.</div><div>b. Consideration of access during works, any scaffolding required within Tree Protection Zone (TPZ) areas, relocation of TPZ fencing and ground protection in its management recommendations.</div><div>c. Fenced Protection recommendations for Tree 3 which is currently not fully considered.</div><div>d. Consideration of the works required for the basement excavation.</div><div>e. Any specific damage/faults evident within each tree prior to demolition or construction. These photographs must be supplied within the TPMP as a preliminary dilapidation report.</div><div>f. Methods for installation of services e.g.; sewerage, storm water, telecommunications, electricity etc.</div></div><div>The provisions, recommendations and requirements of the endorsed Tree Protection Management Plan must be implemented and complied with to the satisfaction of the Responsible Authority.</div><div>17. Prior to occupation of the development or at such later date as is approved by the Responsible Authority in writing, the Final Certification Report Template as required in the Tree Protection Management Plan must be completed and submitted to the satisfaction of the Responsible Authority.</div><div>18. Tree protection must be carried out in accordance with AS 4970-2009 Protection of <i>trees on development sites</i> and the endorsed Tree Protection Management Plan to the satisfaction of the Responsible Authority.</div><div>Council Tree Pruning</div><div>19. Before the commencement of works as required in the endorsed Tree Protection Management Plan, trees are to be pruned to avoid damage from construction. Payment for the pruning of Council Trees must be provided to Frankston City Council in accordance with the fees outlined in Council's Guidelines for Council Tree Removal/Pruning/Replanting for Private Development. Upon receipt of the form and payment the street pruning will be actioned.</div><div>S173 Agreement</div><div>20. Prior to the commencement of the any building and works, the owner of the land must enter into an agreement with the Responsible Authority under Section 173 of the <i>Planning and Environment Act 1987</i> in respect to canopy encroachments and to provide for:</div></div>			

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			<div><div><div><div><div>a. Public Liability Insurance;</div><div>b. Indemnity for Frankston City Council and Crown;</div><div>c. Continuity of appropriate maintenance to ensure the continued safety of the structure and to ensure any risk to public safety is minimised.</div></div><div><div>The Owner must pay all reasonable costs for the preparation, execution and registration of the Section 173 Agreement.</div><div>The section 173 Agreement must be registered in accordance with the provisions of Section 181 of the Planning and Environment Act 1987.</div></div></div></div><div>Construction Environmental Management Plan</div><div><div>21. Prior to the commencement of the development, a Construction Environmental Management Plan to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. When approved the plan will be endorsed to form part of the permit. Any plans submitted must be consistent with all other documents approved as part of this permit. The plan must be drawn to scale with dimensions and include the following information:</div><div><div><div><div>a. Contact Numbers of responsible owner/contractor including emergency/24 hour mobile contact details.</div><div>b. Identification of possible environmental risks associated with development works.</div><div>c. Response measures and monitoring systems to minimise identified environmental risks, including but not limited to creek protection, vegetation protection, runoff, erosion, dust, litter, noise and light.</div><div>d. Location and specifications of sediment control devices on/off site.</div><div>e. Location and specification of surface water drainage controls.</div><div>f. Proposed drainage lines and flow control measures.</div><div>g. Location and specifications of fencing for the protection of trees and/or vegetation as required by the permit.</div><div>h. Location of all stockpiles and storage of building materials.</div><div>i. Location of car parking for site workers and any temporary buildings or facilities.</div><div>j. Traffic management plans that show proposed traffic control measures during construction, the heavy vehicle route to and from the site, loading bay/works zone and access and egress from the site.</div><div>k. Details to demonstrate compliance with relevant EPA guidelines.</div><div>l. Target of recycling and re-using a minimum of 80% of construction and demolition waste by weight.</div><div>m. Hours during which construction activity will take place.</div></div><div>The provisions, recommendations and requirements of the endorsed Construction Environmental Management Plan must be implemented and complied with to the satisfaction of the Responsible Authority.</div></div><div>22. Where the development involves work on or access to Council controlled land including roads, reserves and right of way, the owner, operator and their agents under this permit must at all times take adequate precautions to maintain works to the highest public safety standards, to the satisfaction of the Responsible Authority.</div><div><div>Precautions must include, appropriate signage to AS 1743 Road Works Signing Code of Practice, the provision of adequate barricading of works, including trenches of Service Authorities and any other road openings, sufficient to ensure public safety.</div><div>All relevant permits must be obtained from Council for works within the existing road reserves, in addition to the planning permit.</div></div></div><div>Prior to Occupation</div><div><div>23. The landscaping as shown on the endorsed landscape plan must be carried out and completed to the satisfaction of the Responsible Authority before the occupation of the development and/or commencement of the use or at such later date as is approved by the Responsible Authority in writing.</div><div>24. The landscaping shown on the endorsed plans must be maintained to the satisfaction of the Responsible Authority, including that any dead, diseased or damaged trees are to be replaced.</div></div><div>Car Parking</div><div><div>25. Before the development starts, a Car Park and Loading Management Plan to the satisfaction of the Responsible Authority must be submitted to and approved to the Responsible Authority. When approved, the Car Park and Loading Management Plan will be endorsed and will form part of this permit. The Car Park and Loading Management</div></div></div></div>			

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			<p>Plan must include the following information:</p> <p>a. The number and location of car parking spaces allocated to each tenancy;</p> <p>b. The number and allocation of storage spaces;</p> <p>c. Details regarding the management of waste collection and loading and unloading of goods and materials to minimise vehicular and pedestrian conflicts.</p> <p>The provisions, recommendations and requirements of the endorsed Car Park and Loading Management Plan must be implemented and complied with to the satisfaction of the Responsible Authority.</p> <p>26. Prior to the occupation of the building, areas set aside for parking vehicles, loading bays, bicycles, access lanes and paths as shown on the endorsed plans must be:</p> <p>a. Constructed to the satisfaction of the Responsible Authority;</p> <p>b. Properly formed to such levels that they can be used in accordance with the plans;</p> <p>c. Surfaced with an all-weather sealcoat;</p> <p>d. Drained and maintained to the satisfaction;</p> <p>e. Line-marked to indicate each car space, loading bay and all access lanes and if necessary, the direction in which vehicles are to travel to the satisfaction of the Responsible Authority.</p> <p>to the satisfaction of the Responsible Authority.</p> <p>Car spaces, bicycle spaces, access lanes and driveways must be kept available for these purposes at all times.</p> <p>27. No fewer than the proposed 64 car space/s must be provided on the land for the use and development, including the proposed 2 spaces clearly marked for use by disabled persons.</p> <p>28. A direction sign/s to the satisfaction of the Responsible Authority must be provided directing drivers to the area/s set aside for car parking and must be located and maintained to the satisfaction of the Responsible Authority. The area of each sign must not exceed 0.3 square metres.</p> <p>29. Low intensity lighting must be provided to ensure that car park areas and pedestrian accessways are adequately illuminated without any loss of amenity to the surrounding area, to the satisfaction of the Responsible Authority.</p> <p>30. The minimum available clearance for vehicles within the building must be signposted at all entrances to the satisfaction of the Responsible Authority.</p> <p><b>Carpark Control</b></p> <p>31. Before the commencement of the use or occupation of the development, details of any car park control equipment (controlling access to and egress from the internal/basement car park/s) must be submitted to and approved in writing by the Responsible Authority. These details must include a car park control device which can be accessed by visitors to the development including clear instructions on how to operate any security system, to the satisfaction of the Responsible Authority.</p> <p><b>Security Gate</b></p> <p>32. Any security boom, barrier or similar device controlling vehicular access to the premises must be located a minimum of six metres inside the property to allow vehicles to prop clear of Playne Street.</p> <p><b>Vehicle Crossings and Kerbs</b></p> <p>33. Before the occupation of the development, new or altered vehicle crossing(s) servicing the development must be constructed to the satisfaction of the Responsible Authority and any existing disused or redundant crossing or crossing opening must be removed and replaced with footpath/nature strip/ kerb and channel, to the satisfaction of the Responsible Authority.</p> <p>34. Concrete kerbs and barriers shall be provided to the satisfaction of the Responsible Authority to prevent direct vehicle access to an adjoining road other than by a vehicle crossing.</p> <p><b>Drainage</b></p> <p>35. Stormwater Drainage Outfall may need to be constructed to the satisfaction of the Responsible Authority.</p> <p>36. Provision of a Stormwater Detention System with a volume capable of retarding the 10 year ARI flow from the development site back to a 5 year ARI pre-development value to the satisfaction of the Responsible Authority.</p> <p>37. Prior to commencement of the development, construction detailed design plans and drainage computations of the internal stormwater drainage system including the method of connection to the existing Council drainage infrastructure are to be submitted and approved to the satisfaction of the Responsible Authority.</p> <p>38. Water Sensitive Urban Design principles (WSUD) are to be incorporated into the drainage design, which may include</p>			

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			<div>but not be limited to the following components or a combination thereof:<div>a. On-site stormwater detention and rainwater tanks.</div><div>b. Soil percolation</div><div>c. Stormwater harvesting and Re-use of stormwater for garden watering, toilet flushing, etc.</div><div>d. On-site 'bio-treatment' to reduce dissolved contaminants and suspended solids.</div></div> <div>39. The stormwater management system be designed to meet the current best practice performance objectives for stormwater quality as contained in the Urban Stormwater – Best Practice Environmental Management Guidelines (Victorian Stormwater Committee, 1999) in compliance with Standard B9-Permeability and stormwater management objectives.</div> <div>Urban Design</div> <div>40. All works on or facing the boundaries of adjoining properties must be finished and surface cleaned to a standard that is well presented to neighbouring properties in a manner to the satisfaction of the Responsible Authority.</div> <div>41. Mailboxes shall be provided within the development to the satisfaction of the Responsible Authority and Australia Post.</div> <div>42. All plumbing work, sewer pipes etc. associated with the building shall be concealed from general view.</div> <div>43. All roof plant and equipment must be screened so as not to be visible from public areas.</div> <div>44. Outdoor lighting must be provided, designed, baffled and located to the satisfaction of the Responsible Authority to prevent any adverse effect on neighbouring land.</div> <div>Amenity</div> <div>45. The amenity of the area must not be detrimentally affected by the use or development through the:<div>a. Transport of materials, goods or commodities to or from the land.</div><div>b. Appearance of any building, works or materials.</div><div>c. Emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit or oil.</div><div>d. Presence of vermin.</div><div>e. In any other way.</div>to the satisfacte of the Responsible Authority.</div> <div>46. No goods must be stored or left exposed outside the building so as to be visible from any public road or thoroughfare.</div> <div>47. No bin or receptacle or any form of rubbish or refuse shall be allowed to remain in view of the public and no odour shall be emitted from any receptacle so as to cause offence to persons outside the land.</div> <div>48. The loading and unloading of goods from vehicles must only be carried out within the designated loading bay area on site.</div> <div>49. Air-conditioning and other plant and equipment installed on or within the buildings must be so positioned and baffled that any noise emitted complies with the appropriate Australian Standards and EPA requirements.</div> <div>Sustainable Management Plan</div> <div>50. Before the development starts, an amended Sustainable Management Plan to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. When approved, the Sustainable Management Plan will be endorsed and will then form part of the permit. The Sustainable Management Plan must be generally in accordance with the Sustainability Management Plan (SMP) prepared by GIW Environmental Solutions and dated Oct 2023, but modified to:<div>a. Reflect and address the plans to be endorsed under Condition 1 with no reduction in the commitments and rating nominated under the BESS assessment in the Sustainable Management Plan.</div>The provisions, recommendations and requirements of the endorsed Sustainable Management Plan must be implemented and complied with to the satisfaction of the Responsible Authority.<div>No alterations to the Sustainable Management Plan may occur without the written consent of the Responsible Authority.</div></div> <div>51. Before the occupation of any building approved under this permit, a report from the author of the Sustainable Management Plan, approved pursuant to this permit, or similarly qualified person or company, must be submitted to the Responsible Authority. The report must be to the satisfaction of the Responsible Authority and must confirm that</div>			

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			<p>all measures specified in the Sustainable Management Plan have been implemented in accordance with the approved Plan.</p> <p><b>Green Travel Plan</b></p> <p>52. Before the development starts, a Green Travel Plan must be submitted to and approved by the Responsible Authority. When approved, the Green Travel Plan will be endorsed and will form part of this permit. The Green Travel Plan must be to the satisfaction of the Responsible Authority and must show:</p> <p>a. Identification of employees living near work that may be interested in walking to work.</p> <p>b. Provision and maintenance lockers for keeping a change of clothes. Lockers must be located to provide convenient access to bicycle facilities including showers and change rooms.</p> <p>c. Provision of sufficient bicycle parking to meet peak needs and have good, secure bicycle parking in an easily accessible location.</p> <p>The provisions, recommendations and requirements of the endorsed Green Travel Plan must be implemented and complied with to the satisfaction of the Responsible Authority.</p> <p><b>Wind Impact Assessment</b></p> <p>53. Prior to the commencement of works, a Wind Impact Assessment must be submitted to and approved by the Responsible Authority. When approved, the Wind Impact Assessment must be endorsed and will then form part of this permit. The Wind Impact Assessment must be in accordance with the Wind Impact Assessment prepared by Vipac Engineers and Scientists dated 25 July 2023, but amended to include:</p> <p>a. Address the plans to be endorsed under Condition 1.</p> <p>b. A Wind Tunnel Test to quantify the wind conditions and determine the proper wind control measures in accordance with Clause 58.04-4 of the Frankston Planning Scheme</p> <p>The provisions, recommendations and requirements of the endorsed Wind Assessment Report must be implemented and thereafter complied with to the satisfaction of the Responsible Authority.</p> <p><b>Public Art Management Plan</b></p> <p>54. Prior to the issue of the occupancy permit and if required under Condition 1g of the planning permit, a Public Art Management Plan must be submitted to and approved by the Responsible Authority. When approved, the Public Art Management Plan will be endorsed and will then form part of this permit. The Public Art Management Plan must include, but not be limited to:</p> <p>a. Details of the commissioned artist(s)</p> <p>b. Location of the art on the development</p> <p>c. Description of art work, including:</p> <p>d. Materials and colours;</p> <p>e. Dimensions;</p> <p>f. Content;</p> <p>g. Special features;</p> <p>h. Lighting to illuminate the artwork;</p> <p>i. Details of the installation process; and</p> <p>j. Details of art works maintenance schedule.</p> <p>To the satisfaction of the Responsible Authority.</p> <p>Before the buildings are occupied, or by such later date as approved in writing by the Responsible Authority, the approved public art must be carried out and completed. Once completed, the public art must be maintained in accordance with the endorsed Public Art Management Plan to the satisfaction of the Responsible Authority.</p> <p><b>Waste Management Plan</b></p> <p>55. Before the development starts, an amended Waste Management Plan to the satisfaction of the responsible authority must be submitted to and approved by the responsible authority. When approved, the Waste Management Plan will be endorsed and will then form part of the permit. The Waste Management Plan must be generally in accordance with the Waste Management Plan prepared by Ratio, dated 28 July 2023 but modified to:</p> <p>a. Address the plans to be endorsed under Condition 1.</p> <p>The provisions, recommendations and requirements of the endorsed Waste Management Plan must be implemented</p>			

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and complied with to the satisfaction of the Responsible Authority.

Acoustic Report

56. Before the development starts, an amended Acoustic Report to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. When approved, the Acoustic Report will be endorsed and will then form part of the permit. The Acoustic Report must be generally in accordance with the Acoustic Report prepared by Acoustic Logic, dated 27 January 2022 but modified to:

- a. Address the plans to be endorsed under Condition 1.

The provisions, recommendations and requirements of the endorsed Acoustic Report must be implemented and complied with to the satisfaction of the Responsible Authority.

57. Before the development starts, a report from the author of the Acoustic Report, endorsed pursuant to this permit, or similarly qualified person or company, must be submitted to the Responsible Authority. The report must be to the satisfaction of the Responsible Authority and must confirm that the extent of isolation of the building has been implemented as part of the structural design of the building with final isolation product selection and locations determined during the detailed design stage of the project in accordance with the endorsed Acoustic Report.

Completion of Buildings and Works

58. Once the development has started it must be continued and completed to the satisfaction of the Responsible Authority.

Completion Prior to Occupancy

59. Unless with the further written consent of the Responsible Authority, the building must not be occupied until all buildings and works as shown on the endorsed plans have been completed to the satisfaction of the Responsible Authority.

Department of Transport and Planning

60. Before the development starts, or such other time agreed to in writing by the Head, Transport for Victoria, amended plans to the satisfaction of the Head, Transport for Victoria must be submitted to and approved by the Responsible Authority. When approved, the plans will be endorsed and will then form part of the permit. The plans must be drawn to scale with dimensions and three copies must be provided. The plans must be generally in accordance with the plans submitted with the application (dated 10/25/22, Revision B, prepared by EVERT LEAF architects but modified to show:

- a. Illegal trespass of people onto railway land is prevented.
- b. The designs prevent items from being thrown or falling onto railway land from any part of the building development.
- c. The development design does not require people to access onto railway land, or breach electrical safety requirements, for the purposes of routine cleaning, replacement, inspection, maintenance and repair of any part of the building or development.
- d. The development does not cause reflected sunlight to interfere with train driver visibility or interpretation of rail signals.
- e. The development does not reflect or refract artificial light such that it interferes with train driver visibility or interpretation of rail signals.
- f. The development exterior avoids use of red, green or yellow colour schemes that may interfere with driver operations.
- g. The development's landscaping and planting will not interfere with train driver visibility or interpretation of rail signals upon completion or in the future.
- h. The development's landscaping and planting will not facilitate illegal access to railway land over boundary fence or wall via tree climbing upon completion or in the future.
- i. The development's landscaping and planting will not cause damage to any rail assets or infrastructure, via root or branch ingress, upon completion or in the future.
- j. Unless otherwise agreed in writing with victrack, prior to construction commencing on site, the permit holder must demonstrate to the satisfaction of victrack that entry onto railway land or air space over railway land is not required for fire, light, ventilation and maintenance for all buildings and works on site.

61. Unless otherwise agreed in writing with Head, Transport for Victoria and VicTrack, windows, doors and balconies must not be placed on the title boundary with railway land. Such windows, doors and balconies if permitted, shall:

- a. Be designed to prevent illegal trespass of people onto railway land.

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			<div><div><div><div><div>b.</div><div>Be designed to prevent items from being thrown or falling onto railway land.</div></div><div><div>c.</div><div>Not open beyond the railway land title boundary.</div></div><div><div>d.</div><div>Not require people to access onto railway land for the purposes of cleaning, replacement, inspection and maintenance.</div></div><div><div>e.</div><div>Not cause reflected sunlight to interfere with train driver visibility or interpretation of rail signals.</div></div><div><div>f.</div><div>Not reflect or refract artificial light such that it interferes with train driver visibility or interpretation of rail signals.</div></div><div><div>Any windows doors and balconies that are set back from, and generally facing the railway land title boundary shall:</div></div><div><div>g.</div><div>Be designed to prevent items from being thrown or falling onto railway land.</div></div><div><div>h.</div><div>Not require people to access onto railway land for the purposes of cleaning, replacement, inspection and maintenance.</div></div><div><div>i.</div><div>Not cause reflected sunlight to interfere with train driver visibility or interpretation of rail signals.</div></div><div><div>j.</div><div>Not reflect or refract artificial light such that it interferes with train driver visibility or interpretation of rail signals.</div></div></div></div><div><div>62.</div><div>Prior to the commencement of work on site detailed construction / engineering plans and structural computations for any construction abutting railway infrastructure or railway land must be submitted and approved by Vic Track, the Head, Transport for Victoria and the Rail Operator (RO). The plans must detail all basement excavation design, retention works and controls of the site adjacent to the railway corridor having any impact on railway land. The design plans must ensure compliance with:</div><div><div>a.</div><div>the relevant Rail Transport Operator's engineering standard for minimum structural gauge clearances</div></div><div><div>b.</div><div>minimum clearances to all electrical assets and procedures for works adjacent such assets, including:</div><div><div>i.</div><div>Energy Safe Victoria (ESV) requirements for minimum clearances to electrical assets and works adjacent.</div><div><div>ii.</div><div>Australian Standards AS2067, AS7000 and Electricity Safety (General Regulations 2019, Part 6) for clearances to electrical assets. Clearances required include for safe working, fire life safety design, electromagnetic interference and earthing, bonding, and electrolysis mitigation design.</div></div><div><div>iii.</div><div>Any other reasonable safety requirements required by the Rail Operator.</div></div></div><div><div>c.</div><div>the required rail collision loadings and collision protection measures for the building supports adjacent the rail tracks in accordance with AS5100 Part 1 – 'Bridge Design, Scope and General Principals'.</div></div><div><div>d.</div><div>earthquake design loadings for structure designated as a minimum Importance Level 2, by AS1170.4 – 'Structural Design Actions, Earthquake Actions in Australia'.</div></div><div><div>e.</div><div>demonstration that ground stabilisation devices, such as temporary or permanent ground anchors, soil nails, reinforced earth straps, do not penetrate onto railway land.</div></div><div><div>f.</div><div>Compliance with VicTrack's Development Interface Guidelines obtainable from the VicTrack Internet site: Rail Development Interface Guidelines .</div></div></div></div><div><div>63.</div><div>Before development starts (including demolition and bulk excavation), all necessary construction control agreements and indemnity agreements must be prepared and entered into with the Head, Transport for Victoria, VicTrack and Rail Operator to the satisfaction of, and at no cost to, the Head, Transport for Victoria, VicTrack and the Rail Operator.</div></div><div><div>64.</div><div>Unless otherwise agreed in writing by the Head, Transport for Victoria, prior to the occupation of the development, as built drawing of the foundations, basement, ground floor levels and retention system must be submitted to the Head, Transport for Victoria and VicTrack.</div></div><div><div>65.</div><div>Unless otherwise agreed in writing with Head, Transport for Victoria, prior to construction commencing on site, the permit holder must demonstrate to the satisfaction of Vic Track and the Head, Transport for Victoria that any land or air space over railway land is not required for fire, light, ventilation amenity or maintenance activities for all buildings and works on the site. The proponent shall confirm no reliance on railway land or airspace is required for building code compliance.</div></div><div><div>66.</div><div>Prior to commencement of demolition or construction works, the Rail Operator must be contacted through the email address <a href="mailto:metrositeaccess@metrotrains.com.au">metrositeaccess@metrotrains.com.au</a> to obtain the Rail Operator's conditions and safety requirements for works on, over or adjacent to railway land.</div></div><div><div>67.</div><div>Before development starts (including demolition and bulk excavation), a Traffic Management Plan must be submitted to, and approved by, the Head of Transport for Victoria. The Traffic Management Plan must provide for:</div><div><div>a.</div><div>How public transport operations, traffic, walking and cycling movements will be managed during the demolition and construction; and</div></div></div></div>			

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			<div><div>b.</div><div>How any traffic impact to the railway land and associated infrastructure assets will be mitigated.</div><div>The traffic management plan must be implemented and complied with to the satisfaction of the head, transport for Victoria.</div><div>All costs associated with the preparation and implementation of the Traffic Management Plan will be at no cost to the Head, Transport for Victoria.</div><div>The endorsed Traffic Management Plan must not be modified without the prior written consent of the Head, Transport for Victoria.</div></div> <div>68. Before development starts (including demolition and bulk excavation), separate Demolition and/or Construction Management Plan must be submitted to and approved by the Head, Transport for Victoria. When approved, the Demolition and Construction Management Plan will form a part of this permit. The Demolition and Construction Management Plan must include (but not be limited to) details of:<div><div>a.</div><div>The buildings, works and other measures necessary to:<div><div>i.</div><div>Protect railway land, track, overhead power and associated infrastructure.</div><div>ii.</div><div>Prevent or minimise disruption to the operation of the railway.</div></div></div><div>b.</div><div>The remediation of any damage to railway land, track, overhead and underground power and communication assets, and associated infrastructure.</div><div>c.</div><div>Details of required access to the railway land during demolition and construction of the development with appropriate durations and schedules.</div><div>d.</div><div>Arrangements for:<div><div>i.</div><div>Any hoarding associated with the construction of the development at the railway boundary or that encroaches onto or overhangs railway land.</div><div>ii.</div><div>Piling, excavation, shoring, stabilising, anchoring, filling, earthworks or construction associated with the development occurring on or next to the boundary of the railway land.</div><div>iii.</div><div>Crane location(s), slew radius and slew locking proposals</div><div>iv.</div><div>The deposit or store of waste, fill or other materials associated with the development on the railway land.</div><div>v.</div><div>Air and dust management.</div><div>vi.</div><div>Operating hours.</div><div>vii.</div><div>Noise and vibration controls.</div><div>viii.</div><div>The management of site drainage, effluent and waste.</div><div>ix.</div><div>The security of the railway land and associated infrastructure.</div></div></div><div>All demolition and construction works must be carried out in accordance with the approved Demolition and Construction Management Plan unless with the prior written consent of the Head, Transport for Victoria. The Demolition and Construction Management Plan must be prepared, implemented and monitored at no cost to the Head, Transport for Victoria.</div><div>The Demolition and Construction Plan must be consistent with any Construction Management Plan required by the Responsible Authority.</div></div><div>69. The permit holder must, at all times, ensure that the common boundary with railway land is fenced to prohibit unauthorised access to the rail corridor. Any permanent walls or fences on the common boundary with railway land must be designed and constructed with the agreement of Head, Transport for Victoria, and be cleaned and finished using a graffiti proof finish or alternative measures used to prevent or reduce the potential of graffiti as approved by the Head, Transport for Victoria.</div><div>70. No drainage, effluent, waste soil or other materials must enter or be directed to railway land from the development site or be stored or deposited on railway land by the proponent.</div><div>71. The Planning Permit holder must make all reasonable steps to ensure that the disruption to train operation within the railway corridor are kept to a minimum during the construction of the development and in compliance with the Rail Operators Safety and Environmental requirements contained within the Rail Operators construction control and indemnity agreement.</div><div>72. Any damage to the Rail Operator's infrastructure as a consequence of the construction works must be rectified to the satisfaction of the Rail Operator at full cost of the Building Permit Applicant.</div><div>73. No lighting is to be erected that throws light onto the railway tracks or which interferes with the visibility of train signals</div></div>			

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			and the rail lines by train drivers.			
	74.		Any wall which may be permitted to be located on or in the vicinity of the rail land boundary shall not have any fitting, window or doorway when opened intrudes into the rail land boundary.			
	75.		Any wall or screen which may be permitted to be located on or adjacent to the rail land boundary must be cleaned and finished using a graffiti resistant finish or alternative measures used to prevent or reduce the potential of graffiti.			
	76.		Entry onto rail land is at the discretion of the Rail Operator and is subject to the Rail Operator's Site Access Procedures and conditions during and post construction and access can be applied for through the Internet web site: <a href="http://www.metrotrains.com.au/metrositeaccess">www.metrotrains.com.au/metrositeaccess</a>			
	77.		The developer shall pay any Rail Operator costs required for the development documentation review or construction works associated with the development as required by the Rail Operator.			
			VicTrack			
	78.		Before the development starts (including demolition and bulk excavation), detailed construction/engineering plans and computations for the buildings and works abutting the railway land shown on the endorsed plans must be submitted to and approved by VicTrack. The plans must detail all buildings, works and excavation on the land that may impact the railway land or associated transport infrastructure.			
	79.		The development must be constructed in accordance with the endorsed detailed construction/engineering plans and computations to the satisfaction of and at no cost to VicTrack.			
	80.		Before development starts (including demolition and bulk excavation), a Construction Control and Indemnity agreement must be prepared and entered into with VicTrack and the Rail Operator, at no cost to VicTrack or the Rail Operator.			
	81.		Unless otherwise agreed in writing with VicTrack, windows, doors and balconies must not be placed on the title boundary with railway land and no windows or doors are permitted to open beyond the railway land title boundary to the satisfaction of VicTrack.			
	82.		No entry to railway land is permitted without the written consent of VicTrack. Before the commencement of the development, including demolition or bulk excavation, the Rail Operator must be contacted through the email address: <a href="mailto:metrositeaccess@metrotrains.com.au">metrositeaccess@metrotrains.com.au</a> to obtain the Rail Operator's conditions and safety requirements for works on, over or adjacent to the railway land. During and post construction, all conditions and safety requirements of the Rail Operator must be complied with.			
	83.		Unless with the prior written consent of the Head, Transport for Victoria and VicTrack, the development must not adversely impact railway land, infrastructure or operations by ensuring: <div>a. the development and associated landscaping does not encroach onto or overhang the railway land;</div> <div>b. temporary or permanent ground anchors, soil nails, reinforced earth straps or other ground stabilising devices are not installed within railway land or within easements benefitting VicTrack.</div>			
	84.		At all times the common boundary with the railway land must be fenced with a 1.8m paling or black chain mesh fence and must be repaired and maintained, at no cost to VicTrack to prohibit unauthorised access to the rail corridor.			
	85.		Any replacement, repair or reconstruction of any fence on the boundary to railway land must be in accordance with VicTrack's requirements.			
	86.		Walls abutting the railway land must be finished with a graffiti resistant finish or alternative measures to prevent or reduce the potential of graffiti.			
	87.		No drainage, effluent, waste, soil or other materials must enter, be stored or be directed to the railway land.			
	88.		No lighting (permanent or temporary) may be erected at any time that spills unreasonable light onto the railway tracks or which interferes with the visibility of signals and rail lines by train drivers.			
	89.		The east elevation to the rail corridor to a minimum height of 3 levels from ground level shall be treated with a non-reflective surface treatment that must not include signal colours of red/orange/yellow or green, or shapes capable of being mistaken for train signals.			
			Permit Expiry			
	90.		This permit will expire if one of the following circumstances applies: <div>a. The development is not started within two (2) years of the date of this permit; or</div> <div>b. The development is not completed within four (4) years of the date of this permit; or</div> <div>c. The use is not started within six (6) months of the completion of the development; or</div> <div>d. The use is discontinued for a period of two (2) years or more.</div>			
			In accordance with Section 69 of the <i>Planning and Environment Act 1987</i> , an application may be submitted to the			

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			<div>Responsible Authority for an extension of the periods referred to in this condition.</div> <div>Notes</div> <div> <div>Asset Protection Permit</div> <div>Prior to the commencement of the development, the operator of this planning permit must obtain a non-refundable Asset Protection Permit from Frankston City Council's Infrastructure Department.</div> <div>Extension of Time</div> <div>Any request for time extension of this Permit shall be lodged with the relevant administration fee at the time the request is made. Pursuant to Section 69 of the Planning and Environment Act 1987 the Responsible Authority may extend the periods referred to if a request is made in writing within the following prescribed timeframes:</div> <div> <div>a. Before or within 6 months after the permit expiry date, where the use or development allowed by the permit has not yet started;</div> <div>b. Within 12 months after the permit expiry date, where the development allowed by the permit has lawfully started before the permit expires.</div> </div> <div>Building Work</div> <div>An owner/occupier is required by law to ensure full compliance with the requirements of the <i>Building Regulations 2018</i> and the <i>Building Act 1993</i>. Before any building work starts, the <i>Building Act 1993</i> requires that a building permit is obtained and be available for inspection during all times of construction.</div> <div>Environmental Consultant</div> <div>A suitably qualified environmental consultant acceptable to the responsible authority may include an environmental auditor appointed under the Environment Protection Act or an environmental professional with qualifications and competence consistent with Schedule B9 of the National Environment Protection (Assessment of Site Contamination Measure 1999) (as amended 2013).</div> </div>				
22/04/2024	11.1	Statutory Planning Progress Report for February 2024	<div>Council Decision</div> <div>Moved: Councillor Aitken</div> <div>Seconded: Councillor Tayler</div> <div>That Council:</div> <div> <div>1. Receives the Statutory Planning Progress Report for the month of February 2024;</div> <div>2. Notes in February 2024, 73% of applications determined were within the statutory timeframe, above the target of 70%;</div> <div>3. Notes the proposed delegation of powers to Senior Council Planning Officers to provide comments on Ministerial applications are provided via the Governance Matters Report, Item 12.1 of this Council Meeting, namely the update to the S6 Instrument of Delegation - Council to Members of Staff;</div> <div>4. Resolves that a summary of the Senior Council Planning Officers comments on any future Ministerial applications be provided within the applicable monthly Statutory Planning Progress Report; and</div> <div>5. Resolves that Attachment B (General Planning Applications of Councillor Interest Updates) and Attachment C (Major Development Updates) remain confidential indefinitely on the grounds that they contain land use planning information and private commercial information (<i>Local Government Act 2020, s.3(1)(c) and (g)</i>). These grounds apply because it contains private information and would, if prematurely released, impact the reputation of Councillors and Council.</div> </div> <div>Carried Unanimously</div>	Communities	Clements, Sam	<div>29 Apr 2024 1:19pm Clements, Sam - Completion</div> <div>Completed by Clements, Sam (action officer) on 29 April 2024 at 1:18:59 PM - Progress report received by Council at its meeting dated 22 April 2024.</div> <div>29 Apr 2024 1:19pm Clements, Sam - Notification</div> <div>Hughes, Angela (first authoriser) notified by Clements, Sam (action officer) on 29 April 2024 at 1:19:04 PM, Sent to Angela Hughes and Liv Lehmann for authorisation, Notified by Sam Clements</div> <div>29 Apr 2024 1:20pm Lehmann, Liv - Authorisation</div> <div>Authorised by Lehmann, Liv (delegate) on behalf of Hughes, Angela (second authoriser) on 29 April 2024 at 1:20:58 PM, Authorised by Liv Lehmann on behalf of Angela Hughes, Notification sent to Angela Hughes and Sam Clements</div>	29/04/2024
18/03/2024	11.2	Statutory Planning Progress Report for January 2024	<div>Council Decision</div> <div>Moved: Councillor Hill</div> <div>Seconded: Councillor Harvey</div> <div>That Council:</div> <div> <div>1. Receives the Statutory Planning Progress Report for the month of January 2024;</div> <div>2. Notes in January 2024, 89% of applications determined were within the statutory timeframe, above the target of 70%;</div> <div>3. Notes good progress has been made on updating workflows within the core management system to enable the creation and use of an ePathway online portal. These improvements will enable customers to track the status of their planning applications online; and</div> <div>4. Resolves that Attachment B (General Planning Applications of Councillor Interest Updates) and Attachment C (Major</div> </div>	Communities	Clements, Sam	<div>29 Apr 2024 1:12pm Clements, Sam - Completion</div> <div>Completed by Clements, Sam (action officer) on 29 April 2024 at 1:12:22 PM - Progress report received at 18 March 2024 Council meeting.</div> <div>29 Apr 2024 1:12pm Clements, Sam - Notification</div> <div>Hughes, Angela (first authoriser) notified by Clements, Sam (action officer) on 29 April 2024 at 1:12:30 PM, Sent to Angela Hughes and Liv Lehmann for authorisation, Notified by Sam Clements</div> <div>29 Apr 2024 1:22pm Lehmann, Liv - Authorisation</div> <div>Authorised by Lehmann, Liv (delegate) on behalf of Hughes, Angela</div>	29/04/2024

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			Development Updates) remain confidential indefinitely on the grounds that they contain land use planning information and private commercial information ( <i>Local Government Act 2020, s.3(1)(c) and (g)</i> ). These grounds apply because it contains private information and would, if prematurely released, impact the reputation of Councillors and Council.			(second authoriser) on 29 April 2024 at 1:22:30 PM, Authorised by Liv Lehmann on behalf of Angela Hughes, Notification sent to Angela Hughes and Sam Clements	
			<u>Carried Unanimously</u>				
19/02/2024	12.1	Governance Matters Report for 19 February 2024	<u>Council Decision</u> <b>Moved: Councillor Bolam</b> <b>Seconded: Councillor Baker</b> That Council: 6. Endorses the feedback form on the proposed <i>Local Government Act 2020</i> reforms to Local Government Victoria in a letter, welcoming the introduction of these reforms that seek to improve governance and integrity across the local government sector, signed by the CEO and Deputy Mayor Liam Hughes by 29 February 2024 , including its support for the following responses: c) Part 2: Reform proposals 2 in which a council must not indemnify a councillor or councillors against legal costs incurred in initiating or defending or being a party to a proceeding in relation to an application for an internal arbitration, councillor conduct panel or the Victorian Supreme Court. In this proposal, a council will not be prohibited from indemnifying a councillor or councillors against legal costs in relation to an internal arbitration or conduct panel where leave is granted to have legal representation.	Corporate and Commercial Services	Alcock, Brianna	<b>28 Feb 2024 4:25pm Alcock, Brianna</b> 6. Complete. The feedback form was updated and a letter signed and sent to LGV with the endorsed feedback form., This action is requested for closure by the Director CCS. <b>08 Apr 2024 6:38pm Alcock, Brianna</b> 6. Complete. The feedback form was updated and a letter signed and sent to LGV with the endorsed feedback form., This action is requested for closure by the Director CCS. <b>30 Apr 2024 10:18pm Roberts, Vera - Completion</b> Completed by Roberts, Vera on behalf of Alcock, Brianna (action officer) on 30 April 2024 at 10:18:00 PM - Director CCS closed this action. <b>30 Apr 2024 10:18pm Roberts, Vera - Notification</b> Jaensch, Kim (first authoriser) notified by Roberts, Vera on behalf of Alcock, Brianna (action officer) on 30 April 2024 at 10:18:07 PM, Sent to Kim Jaensch for authorisation, Notified by Vera Roberts <b>30 Apr 2024 10:18pm Roberts, Vera - Authorisation</b> Authorised by Roberts, Vera (delegate) on behalf of Jaensch, Kim (first authoriser) on 30 April 2024 at 10:18:12 PM, Authorised by Vera Roberts on behalf of Kim Jaensch, Notification sent to Kim Jaensch and Brianna Alcock	30/04/2024
19/02/2024	12.1	Governance Matters Report for 19 February 2024	<u>Council Decision</u> <b>Moved: Councillor Bolam</b> <b>Seconded: Councillor Baker</b> That Council: 6. Endorses the feedback form on the proposed <i>Local Government Act 2020</i> reforms to Local Government Victoria in a letter, welcoming the introduction of these reforms that seek to improve governance and integrity across the local government sector, signed by the CEO and Deputy Mayor Liam Hughes by 29 February 2024 , including its support for the following responses: b) Part 2: Reform proposals 1 which limits the ability to apply to VCAT for a fresh hearing and retains the ability to apply to the Victorian Supreme Court with respect to councillor conduct panel decisions;	Corporate and Commercial Services	Alcock, Brianna	<b>28 Feb 2024 4:37pm Alcock, Brianna</b> 6.Complete. The feedback form was updated and a letter prepared and signed. It was submitted to LGV with the endorsed feedback. , This action is requested for closure by the Director CCS. <b>08 Apr 2024 6:38pm Alcock, Brianna</b> 6.Complete. The feedback form was updated and a letter prepared and signed. It was submitted to LGV with the endorsed feedback. , This action is requested for closure by the Director CCS. <b>30 Apr 2024 10:16pm Roberts, Vera - Completion</b> Completed by Roberts, Vera on behalf of Alcock, Brianna (action officer) on 30 April 2024 at 10:16:24 PM - Director CCS closed this action. <b>30 Apr 2024 10:16pm Roberts, Vera - Notification</b> Jaensch, Kim (first authoriser) notified by Roberts, Vera on behalf of Alcock, Brianna (action officer) on 30 April 2024 at 10:16:31 PM, Sent to Kim Jaensch for authorisation, Notified by Vera Roberts <b>30 Apr 2024 10:16pm Roberts, Vera - Authorisation</b> Authorised by Roberts, Vera (delegate) on behalf of Jaensch, Kim (first authoriser) on 30 April 2024 at 10:16:35 PM, Authorised by Vera Roberts on behalf of Kim Jaensch, Notification sent to Kim Jaensch and Brianna Alcock	30/04/2024
19/02/2024	12.1	Governance Matters Report for 19 February	<u>Council Decision</u> <b>Moved: Councillor Bolam</b> <b>Seconded: Councillor Baker</b>	Corporate and Commercial	Alcock, Brianna	<b>28 Feb 2024 4:27pm Alcock, Brianna</b> 1. Complete. Council received the Council Resolution Status update., 2.	30/04/2024



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				Authorised by Roberts, Vera (delegate) on behalf of Jaensch, Kim (third authoriser) on 30 April 2024 at 10:17:10 PM, Authorised by Vera Roberts on behalf of Kim Jaensch, Notification sent to Kim Jaensch and Brianna Alcock	
22/04/2024	12.1	Governance Matters Report for 22 April 2024	<u>Audit and Risk Committee Minutes</u> 9. Receives the minutes of the Audit and Risk Committee meeting held on 16 February 2024; and 10. Resolves Attachment 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) ( <i>Local Government Act 2020</i> , s.3(1)(h)).  <u>Carried Unanimously</u>	Corporate and Commercial Services Jaensch, Kim	<b>24 Apr 2024 11:13am Jaensch, Kim</b> 9. Council received the minutes of the Audit and Risk Committee meeting held on 16 February 2024; and, 10. Council resolved Attachment 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) ( <i>Local Government Act 2020</i> , s.3(1)(h))., These actions within the resolution can be closed.  <b>30 Apr 2024 10:20pm Roberts, Vera - Completion</b> Completed by Roberts, Vera on behalf of Jaensch, Kim (action officer) on 30 April 2024 at 10:20:10 PM - Director CCS closed this action.
19/02/2024	12.1 1	Award of Contract CN11236 - Wayfinding and Corporate Signs Panel	<u>Council Decision</u> <b>Moved: Councillor Hill</b> <b>Seconded: Councillor Asker</b> That Council: 1. Awards contract CN11236 – Wayfinding and Corporate Signs Panel for an initial two (2) year term with the provision for a further three (3) X two (2) year extension options at Council's sole discretion with a potential contract value of an estimated \$2,196,295 (exclusive of GST) to: a) Icon Creations Pty Ltd; ACN 151 075 875; b) Trustee for The Haugen Family Trust trading as Summerhill Maintenance Services Pty Ltd; ACN 106 631 212; c) The Blueprint Concepts Pty Ltd trading as Blueprint Concepts Pty Ltd; ACN 131 813 968; d) Mishka Family Trust trading as LF Signs Group Pty Ltd; ACN 138 642 832; and e) Burst Group Pty Ltd trading as Burst Brand Activations; ACN 611 116 888. 2. Authorises the Chief Executive Officer to execute and sign the contract; 3. Authorises the Chief Executive Officer to approve contract variations; 4. Authorises the Director Infrastructure and Operations to approve the extensions of the contract subject to the satisfactory performance of the contractor(s); and 5. 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</i> s3(1)(g).  <u>Carried</u>	Infrastructure and Operations Hurren, Brad	<b>08 Apr 2024 11:47am Bennett, Jaime</b> 1. Complete - Contract Awarded and executed to each of the five (5) tenderers in 1A/B/C/D/E, 2. Complete, 3. Noted, 4. Noted, 5. Noted, Complete and can be closed out.  <b>22 Apr 2024 10:53am Gaynor, Andrea - Completion</b> Completed by Gaynor, Andrea on behalf of Hurren, Brad (action officer) on 22 April 2024 at 10:53:16 AM - Director I&O approved closure of this item.  <b>22 Apr 2024 10:53am Gaynor, Andrea - Notification</b> Arullanantham, Cam (first authoriser) notified by Gaynor, Andrea on behalf of Hurren, Brad (action officer) on 22 April 2024 at 10:53:30 AM, Sent to Cam Arullanantham for authorisation, Notified by Andrea Gaynor  <b>22 Apr 2024 10:54am Gaynor, Andrea - Authorisation</b> Authorised by Gaynor, Andrea (delegate) on behalf of Arullanantham, Cam (second authoriser) on 22 April 2024 at 10:54:34 AM, Authorised by Andrea Gaynor on behalf of Cam Arullanantham, Notification sent to Cam Arullanantham and Brad Hurren
19/02/2024	12.2	Update on Councillor projects of interest and hot topics	<u>Key Councillor Projects of Interest</u> 2. Notes the progress being made on Councillor Capital Projects of Interest since the last report on 11 December 2023 (Attachment A); 3. Notes the status change of the following projects from the last reporting to 11 December 2023 Council meeting: a. Sister City Signage – This project has moved from on track to complete. b. Wingham Reserve Shade Sail Installation – This project has moved from on track to complete. c. Authorised Officer Body Cameras – This project has moved from watch list to on track. d. Beach Street / McMahon's Road Underpass Beautification – This project has moved from watch list to on track. e. Shared User Path Missing Link (Plowman Place to Clarendon Street) – This project has moved from watch list to on track	Infrastructure and Operations Ure, Luke	<b>22 Apr 2024 1:24pm Ure, Luke</b> 2. Noted., 3 a-e. Noted. , 4a. Project 14657 – Golf Links Road Shared Pathway (Peninsula Link to Baxter Trail) has been deferred., 4b. \$25K in the 2023/24 Capital Works Program reallocated from project 14657 to project 14863 – Frankston Nature Conservation Reserve Shared User Path, to fund a budget shortfall in survey and design costs., 5a. The scope for project 14866 – Dalpura Reserve - Shade Sail Installation has been amended from the initial scope of 'The installation of a shade sail' to 'The installation of a bench seat along the footpath and other improvement opportunities within the reserve to be explored, including the installation of larger mature trees',. b. Any savings from this change of scope to be redirected to Cranbourne Road/Beach Street beautification., All items associated with this action are complete; request that this action is

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			<div>4. Frankston Nature Conservation Reserve Shared User Path (Project ID14863)</div> <div> <div>a. Defers project 14657 – Golf Links Road Shared Pathway (Peninsula Link to Baxter Trail), noting that project 14870 – Robinsons Road to Peninsula Link Trail Shared User Path is an alternate route, and</div> <div>b. Endorses the reallocation of \$25K in 2023/24 CW program from project 14657 to project 14863 – Frankston Nature Conservation Reserve Shared User Path, to fund a budget shortfall in survey and design costs.</div> </div> <div>5. Dalpura Reserve - Shade Sail Installation (Project ID14866)</div> <div> <div>a. Endorses a change of scope for project 14866 – Dalpura Reserve - Shade Sail Installation from the initial scope of 'The installation of a shade sail' to 'The installation of a bench seat along the footpath and other improvement opportunities within the reserve to be explored, including the installation of larger mature trees'; and</div> <div>b. Endorses any savings from this change of scope to be redirected to Cranbourne Road/Beach Street beautification. This additional budget will allow for defined garden-beds, logs/boulders and increase the offering and quality of the colourful and unique plantings at this site</div> </div>			<div>closed.</div> <div><b>23 Apr 2024 9:41am Gaynor, Andrea - Completion</b></div> <div>Completed by Gaynor, Andrea on behalf of Ure, Luke (action officer) on 23 April 2024 at 9:41:33 AM - Director I&amp;O approved closure.</div> <div><b>23 Apr 2024 9:41am Gaynor, Andrea - Notification</b></div> <div>Arullanantham, Cam (first authoriser) notified by Gaynor, Andrea on behalf of Ure, Luke (action officer) on 23 April 2024 at 9:41:38 AM, Sent to Cam Arullanantham for authorisation, Notified by Andrea Gaynor</div> <div><b>23 Apr 2024 9:41am Gaynor, Andrea - Authorisation</b></div> <div>Authorised by Gaynor, Andrea (delegate) on behalf of Arullanantham, Cam (first authoriser) on 23 April 2024 at 9:41:42 AM, Authorised by Andrea Gaynor on behalf of Cam Arullanantham, Notification sent to Cam Arullanantham and Luke Ure</div>	
19/02/2024	12.2	Update on Councillor projects of interest and hot topics	7. Endorses \$120,000 be allocated in 2023/24 to complete the upgrade of Peninsula Reserve, Frankston, which was commenced in 2022/23. Works are to include a large shelter with BBQ and picnic table, additional tables and seat, pathways to connect to the existing paths, and planting along Frank Street Frontage. The project is to be funded through savings or reprioritising projects within Council's Capital Works Program 2023/24;	Infrastructure and Operations	Ure, Luke	<div><b>22 Apr 2024 1:15pm Ure, Luke</b></div> <div>23/04/2024</div> <div>7. In accordance with the resolution, \$120,000 has been allocated to the 2023/24 Capital Works Program (CWP) to complete the upgrade of Peninsula Reserve, Frankston, which commenced in 2022/23. , Works include a large shelter with BBQ and picnic table, additional tables and seat, pathways to connect to the existing paths, and planting along Frank Street Frontage. This project has been funded through savings in the CWP., No further action required; request that this item is closed.</div> <div><b>23 Apr 2024 9:40am Gaynor, Andrea - Completion</b></div> <div>Completed by Gaynor, Andrea on behalf of Ure, Luke (action officer) on 23 April 2024 at 9:40:44 AM - Director I&amp;O approved closure.</div> <div><b>23 Apr 2024 9:40am Gaynor, Andrea - Notification</b></div> <div>Arullanantham, Cam (first authoriser) notified by Gaynor, Andrea on behalf of Ure, Luke (action officer) on 23 April 2024 at 9:40:51 AM, Sent to Cam Arullanantham for authorisation, Notified by Andrea Gaynor</div> <div><b>23 Apr 2024 9:40am Gaynor, Andrea - Authorisation</b></div> <div>Authorised by Gaynor, Andrea (delegate) on behalf of Arullanantham, Cam (first authoriser) on 23 April 2024 at 9:40:56 AM, Authorised by Andrea Gaynor on behalf of Cam Arullanantham, Notification sent to Cam Arullanantham and Luke Ure</div>	
22/04/2024	12.2	Update on Councillor projects of interest and hot topics	<a href="#">Frankston Yacht Club</a> 2. Notes the addition of the Frankston Yacht Club to the body of this report and the confidential update;	Corporate and Commercial Services	Watts, Danielle	<div><b>29 Apr 2024 6:59pm Roberts, Vera</b></div> <div>30/04/2024</div> <div>2. Complete - Notes the addition of the FYC to the report and the confidential update. Request Director CCS to close this action.</div> <div><b>30 Apr 2024 10:18pm Roberts, Vera - Completion</b></div> <div>Completed by Roberts, Vera on behalf of Watts, Danielle (action officer) on 30 April 2024 at 10:18:44 PM - Director CCS closed this action.</div> <div><b>30 Apr 2024 10:18pm Roberts, Vera - Notification</b></div> <div>Jaensch, Kim (first authoriser) notified by Roberts, Vera on behalf of Watts, Danielle (action officer) on 30 April 2024 at 10:18:52 PM, Sent to Kim Jaensch for authorisation, Notified by Vera Roberts</div> <div><b>30 Apr 2024 10:18pm Roberts, Vera - Authorisation</b></div> <div>Authorised by Roberts, Vera (delegate) on behalf of Jaensch, Kim (first authoriser) on 30 April 2024 at 10:18:57 PM, Authorised by Vera Roberts on behalf of Kim Jaensch, Notification sent to Kim Jaensch and Danielle Watts</div>	

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MEETING DATE	ITEM NUMBER	Title	MOTION	RESPONSIBLE DIVISION & OFFICER		COMMENTS	DATE COMPLETED
22/04/2024	12.2	Update on Councillor projects of interest and hot topics	<u>Council Decision</u> <b>Moved: Councillor Tayler</b> <b>Seconded: Councillor Aitken</b> That Council: 1. Notes this report to Council to provide confidence in the planning and delivery of emerging key hot topics including key councillor projects of interest, for greatest clarity in this final year of the Council's term;	Corporate and Commercial Services	Jaensch, Kim	<b>24 Apr 2024 11:15am Jaensch, Kim</b> 1. Council noted this report to Council to provide confidence in the planning and delivery of emerging key hot topics including key councillor projects of interest, for greatest clarity in this final year of the Council's term., This action in the resolution can be closed. <b>30 Apr 2024 10:19pm Roberts, Vera - Completion</b> Completed by Roberts, Vera on behalf of Jaensch, Kim (action officer) on 30 April 2024 at 10:19:12 PM - Director CCS closed this action. <b>30 Apr 2024 10:19pm Roberts, Vera - Notification</b> Jaensch, Kim (first authoriser) notified by Roberts, Vera on behalf of Jaensch, Kim (action officer) on 30 April 2024 at 10:19:18 PM, Sent to Kim Jaensch for authorisation, Notified by Vera Roberts <b>30 Apr 2024 10:19pm Roberts, Vera - Authorisation</b> Authorised by Roberts, Vera (delegate) on behalf of Jaensch, Kim (first authoriser) on 30 April 2024 at 10:19:22 PM, Authorised by Vera Roberts on behalf of Kim Jaensch, Notification sent to Kim Jaensch	30/04/2024
11/12/2023	12.2	Update on Councillor projects of interest and hot topics	<u>Key Councillor Projects of Interest</u> 6. Notes the reporting structure for the Key Councillor projects of interest, aimed at providing utmost clarity regarding project progress. This reporting structure also ensures that key issues related to the timely delivery of these projects are transparently highlighted, enabling councillors to make well-informed decisions; 7. Notes the progress being made on Councillor Capital Projects of Interest since the last report on 23 October 2023 (Attachment A); 8. Notes every effort is being made to ensure the successful overall delivery of the Capital Works Program, however it is important to recognise that some projects will be delayed as they need to follow Council's adopted Procurement Policy and some projects under planning and delivery are subject to receiving timely external authority approvals including utility authorities, DECCA and Department of Transport and Planning and also taking into consideration, appropriate tree planting seasons; 9. Notes the report under Attachment A also highlights the dates imposed by Council, under the recent alternative resolution (Item 12.2 Capital Work Quarterly Report Q4 April to June 2023, 2023/CM13), which are subject to similar considerations highlighted in Item 8 of this resolution; 10. Notes the status change of the following projects from the last reporting in 23 October 2023 Council meeting: a. Frankston Revitalisation Action Plan – Nepean Highway (Davey Street – Playne Street) Median trees lighting (ID 14663) – This project has moved from watch list to intervention due to site constraints on the proposed lighting solution; b. Local Shopping Strip Action Plan – Major improvement program (ID14348) - This project has moved from on track to watch list due to delay in design works based on community feedback for Kareela Shopping Strip project completion; c. Seaford Wetlands unformed interface to Pen Link Trail (ID14762) -This project has moved from intervention to on track and the ETA is to be confirmed in coming reporting cycle; d. Cranbourne Road Retaining wall Design (ID14880) was withdrawn as part of the Council resolution at the 23 October 2023 Council meeting; 11. Notes the Department of Transport and Planning (DTP) in-principle agreement for proposed landscaping projects (below), is subject to Council taking responsibility of maintaining the landscaping for two years. This was a significant milestone on these project due to delays by this approval process: a. Frankston North Gateway Treatment (Project ID14626); b. Mornington Peninsula Freeway, Skye Road, Dandenong Road Urban Forest and Gateway Improvements (Project ID14819); c. Frankston Revitalisation Action Plan - Nepean Highway - Grimwade Clock (Project ID 14663); 12. Seaford Village's Illuminate Blade Coastal Motif (Project ID14629): a. Notes officers explored several options detailed in the report to increase the lux level of the existing	Infrastructure and Operations	Ure, Luke	<b>22 Jan 2024 8:44am Ure, Luke</b> An update on Councillor Projects of Interest and Hot Topics was presented to Council at its Council Meeting on 11 December 2023., City Presentation - funding provisions in 2023/24 will be committed at MYBR (roundabouts beautification and additional graffiti officers & vehicles) and future investment has been allocated to the LTIP. <b>22 Jan 2024 9:07am Ure, Luke</b> An update on Councillor Projects of Interest and Hot Topics was presented to Council at its Council Meeting on 11 December 2023., City Presentation - funding provisions in 2023/24 will be committed at MYBR (roundabouts beautification and additional graffiti officers & vehicles) and future investment has been allocated to the LTIP., Councillor Projects of Interest - Changes to the reporting structure noted. The report was presented to Councillors and changes to project status' were accepted., No further action is required, request for this item to be closed. <b>22 Apr 2024 11:04am Gaynor, Andrea - Completion</b> Completed by Gaynor, Andrea on behalf of Ure, Luke (action officer) on 22 April 2024 at 11:04:42 AM - Director I&O approved closure of this item. <b>22 Apr 2024 11:04am Gaynor, Andrea - Notification</b> Arullanantham, Cam (first authoriser) notified by Gaynor, Andrea on behalf of Ure, Luke (action officer) on 22 April 2024 at 11:04:50 AM, Sent to Cam Arullanantham for authorisation, Notified by Andrea Gaynor <b>22 Apr 2024 11:04am Gaynor, Andrea - Authorisation</b> Authorised by Gaynor, Andrea (delegate) on behalf of Arullanantham, Cam (first authoriser) on 22 April 2024 at 11:04:56 AM, Authorised by Andrea Gaynor on behalf of Cam Arullanantham, Notification sent to Cam Arullanantham and Luke Ure	22/04/2024

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			lighting as resolved at the 23 October 2023 Council meeting;			
			b. Recommends keeping the existing lux level as it is intended. As increasing the lighting to further highlight the whole sculpture, may only highlight the stainless steel leaves and reflect light, detracting from the yellow flower within as determined by the artist. This change may also potentially create light issues for traffic and unwanted light spill to the street and nearby vegetation, which may not be in accordance with AS4282 and Dark Sky recommendations;			
			13. Frankston Revitalisation Action Plan - Nepean Highway (Davey Street - Playne Street) Median Revitalisation - Tree Lighting (Project ID 14663):			
			a. Notes the proposal was to illuminate the trees using light poles on the central median is not feasible due to the impact on the existing tree roots;			
			b. Notes a tree lighting trial to be undertaken in Playne Street between Nepean Highway and Thomson Street will determine the alternative lighting solution along the Nepean Highway central median Trees lighting;			
			c. Recommends delay of delivery of this project coincide with early works package of Nepean Boulevard to deliver coordinated best quality outcome;			
22/04/2024	12.2	Update on Councillor projects of interest and hot topics	16. Resolves Attachment A - Other Councillor Projects of interest - Frankston Yacht Facility – March/April 2024, be retained confidential indefinitely, 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 Local Government Act 2020 s3(1)(g) and would, if released, reduce Council's ability to properly perform its functions.	Corporate and Commercial Services	Watts, Danielle	29 Apr 2024 7:01pm Roberts, Vera 16. Complete. Attachment A to be retained confidential indefinitely. This action can be closed.  30 Apr 2024 10:19pm Roberts, Vera - Completion Completed by Roberts, Vera on behalf of Watts, Danielle (action officer) on 30 April 2024 at 10:19:43 PM - Director CCS closed this action.
			<u>Carried Unanimously</u>			
19/02/2024	12.3	Consolidated Performance Report - including Peninsula Leisure - Q2 - October to December 2023	<u>Council Decision</u> <b>Moved: Councillor Harvey</b> <b>Seconded: Councillor Baker</b> That Council: <ol style="list-style-type: none"> <li>1. Receives the 2023-24 Quarter Two Consolidated Performance Report;</li> <li>2. Receives the 2023-24 Quarter Two Peninsula Leisure Performance Report; and</li> <li>3. Resolves that Attachment B - 2023-2024 Quarter Two Peninsula Leisure Performance Report - remains confidential indefinitely as it contains private commercial information (Local Government Act 2020, s(3)(g)). 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.</li> </ol>	Corporate and Commercial Services	Reidy, Caroline	28 Feb 2024 5:04pm Reidy, Caroline It has been noted that the 2023-24 Quarter Two Consolidated Performance Report; and the Quarter Two Peninsula Leisure Performance Report have been endorsed., It has been noted that Attachment B - 2023-2024 Quarter Two Peninsula Leisure Performance Report - remains confidential indefinitely., This item can be closed.  30 Apr 2024 10:15pm Roberts, Vera - Completion Completed by Roberts, Vera on behalf of Reidy, Caroline (action officer) on 30 April 2024 at 10:15:09 PM - Director CCS closed this action.  30 Apr 2024 10:15pm Roberts, Vera - Notification Jaensch, Kim (first authoriser) notified by Roberts, Vera on behalf of Reidy, Caroline (action officer) on 30 April 2024 at 10:15:15 PM, Sent to Kim Jaensch for authorisation, Notified by Vera Roberts  30 Apr 2024 10:15pm Roberts, Vera - Authorisation Authorised by Roberts, Vera (delegate) on behalf of Jaensch, Kim (first authoriser) on 30 April 2024 at 10:15:23 PM, Authorised by Vera Roberts on behalf of Kim Jaensch, Notification sent to Kim Jaensch and Caroline Reidy
15/11/2023	12.5	Recognition and Appreciation of services given to the Community by the Mayor for Mayoral Term	<u>Council Decision</u> <b>Moved: Councillor Asker</b> <b>Seconded: Councillor Tayler</b> That Council: <ol style="list-style-type: none"> <li>1. Prepares a letter under seal for Cr Nathan Conroy in recognition of his service as Mayor to the Frankston Community during the previous Mayoral Term from November 2022 to November 2023; and</li> <li>2. Presents a letter under seal for Cr Nathan Conroy at a Councillor Briefing or function in December 2023.</li> </ol>	Corporate and Commercial Services	Roberts, Vera	28 Nov 2023 9:22am Roberts, Vera - Reallocation Action reassigned to Roberts, Vera by Roberts, Vera - Councillors Office will be preparing this letter.  28 Nov 2023 9:26am Roberts, Vera 1. In Progress. Officers are preparing letter. Agreement being sought from the Mayor of when both Recognition and Appreciation letters will be presented.

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					DATE COMPLETED
<div>Carried Unanimously</div>				<div>17 Jan 2024 1:04pm Roberts, Vera</div> <div>1. In Progress. Officers have prepared letter and is being authorised by Director &amp; EMT. Letters to be presented in February 2024 to Deputy Mayor and Mayor upon the return of Deputy Mayor from leave of absence.</div> <div>06 Feb 2024 10:11am Roberts, Vera</div> <div>1. In progress. The Mayor took a Leave of Absence in January/February 2024 to run as candidate for the upcoming by-election. Letter to be presented to Mayor at the March 2024 meeting.</div> <div>27 Feb 2024 4:27pm Roberts, Vera</div> <div>1. In Progress. The Mayor has taken a Leave of Absence. Due to timing of reports/meetings, letter will be presented to April meeting.</div> <div>24 Apr 2024 12:40pm Roberts, Vera</div> <div>The letter under seal was provided to the Mayor at 22 April 2024 Council Meeting. This action can now be closed.</div> <div>30 Apr 2024 10:14pm Roberts, Vera - Completion</div> <div>Completed by Roberts, Vera (action officer) on 30 April 2024 at 10:13:55 PM - Director CCS closed this action.</div> <div>30 Apr 2024 10:14pm Roberts, Vera - Notification</div> <div>Jaensch, Kim (first authoriser) notified by Roberts, Vera (action officer) on 30 April 2024 at 10:14:04 PM, Sent to Kim Jaensch for authorisation, Notified by Vera Roberts</div> <div>30 Apr 2024 10:14pm Roberts, Vera - Authorisation</div> <div>Authorised by Roberts, Vera (delegate) on behalf of Jaensch, Kim (third authoriser) on 30 April 2024 at 10:14:10 PM, Authorised by Vera Roberts on behalf of Kim Jaensch, Notification sent to Kim Jaensch</div>	
19/02/2024	12.5	Capital Works Quarterly Report - Q2 - October to December 2023	<div>Council Decision</div> <div>Moved: Councillor Harvey</div> <div>Seconded: Councillor Baker</div> <div>That Council:</div> <div>1. Receives and notes the quarterly progress report for the second quarter (October to December 2023) of the 2023/24 Capital Works Program;</div> <div>2. Notes that for transparency and disclosure of the capital works program to the public, the full details have been provided in the open attachments to the report; and</div> <div>3. Notes there are no reported projects where variations have exceeded the pre-approved variation amount in accordance with S7 Instrument of Sub-Delegation by CEO.</div> <div>Carried Unanimously</div>	Infrastructure and Operations Ure, Luke	<div>22 Apr 2024 9:04am Ure, Luke</div> <div>23/04/2024</div> <div>1. The quarterly progress report for the second quarter (October to December 2023) of the 2023/24 Capital Works Program was presented to Council at its Council Meeting on 19 February 2024., 2. Noted., 3. Noted. , All items associated with this action are complete; request action to be closed.</div> <div>23 Apr 2024 9:41am Gaynor, Andrea - Completion</div> <div>Completed by Gaynor, Andrea on behalf of Ure, Luke (action officer) on 23 April 2024 at 9:41:10 AM - Director I&amp;O approved closure.</div> <div>23 Apr 2024 9:41am Gaynor, Andrea - Notification</div> <div>Arullanantham, Cam (first authoriser) notified by Gaynor, Andrea on behalf of Ure, Luke (action officer) on 23 April 2024 at 9:41:16 AM, Sent to Cam Arullanantham for authorisation, Notified by Andrea Gaynor</div> <div>23 Apr 2024 9:41am Gaynor, Andrea - Authorisation</div> <div>Authorised by Gaynor, Andrea (delegate) on behalf of Arullanantham, Cam (second authoriser) on 23 April 2024 at 9:41:20 AM, Authorised by Andrea Gaynor on behalf of Cam Arullanantham, Notification sent to Cam Arullanantham and Luke Ure</div>
15/11/2023	12.6	Recognition and Appreciation of services given to the community by the Deputy	<div>Council Decision</div> <div>Moved: Councillor Baker</div> <div>Seconded: Councillor Tayler</div> <div>That Council:</div>	Corporate and Commercial Services Roberts, Vera	<div>28 Nov 2023 9:22am Roberts, Vera - Reallocation</div> <div>30/04/2024</div> <div>Action reassigned to Roberts, Vera by Roberts, Vera - Councillors Office will be preparing this letter.</div>

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	Mayor during Previous Term	<div> <div>1. Prepares a letter under seal for Cr Liam Hughes in recognition of his service as Deputy Mayor to the Frankston community during the previous Deputy Mayoral Term from November 2022 to November 2023; and</div> <div>2. Presents the letter under seal for Cr Liam Hughes at a Councillor Briefing or function in December 2023.</div> </div>	<div>Carried Unanimously</div>		<div>28 Nov 2023 9:22am Roberts, Vera</div> <div>Officers are preparing letter. Agreement being sought from the Mayor of when both Recognition and Appreciation letters will be presented.</div> <div>17 Jan 2024 1:06pm Roberts, Vera</div> <div>1. In Progress. Officers have prepared letter and is being authorised by Director &amp; EMT. Letters to be presented in February 2024 to Deputy Mayor and Mayor upon the return of Deputy Mayor from leave of absence.</div> <div>06 Feb 2024 10:14am Roberts, Vera</div> <div>1. In Progress. Letter prepared and will be presented to Deputy Mayor upon his return from leave.</div> <div>27 Feb 2024 4:29pm Roberts, Vera</div> <div>1. In Progress. Propose to present the Deputy Mayor his letter at the same meeting as the Mayor. The Mayor has taken a Leave of Absence. Due to timing of reports/meetings, letter will be presented to April meeting.</div> <div>24 Apr 2024 12:40pm Roberts, Vera</div> <div>The letter under seal was provided to the Deputy Mayor at 22 April 2024 Council Meeting. This action can now be closed.</div> <div>30 Apr 2024 10:13pm Roberts, Vera - Completion</div> <div>Completed by Roberts, Vera (action officer) on 30 April 2024 at 10:13:28 PM - Director CCS closed this action.</div> <div>30 Apr 2024 10:13pm Roberts, Vera - Notification</div> <div>Jaensch, Kim (first authoriser) notified by Roberts, Vera (action officer) on 30 April 2024 at 10:13:38 PM, Sent to Kim Jaensch for authorisation, Notified by Vera Roberts</div> <div>30 Apr 2024 10:13pm Roberts, Vera - Authorisation</div> <div>Authorised by Roberts, Vera (delegate) on behalf of Jaensch, Kim (third authoriser) on 30 April 2024 at 10:13:45 PM, Authorised by Vera Roberts on behalf of Kim Jaensch, Notification sent to Kim Jaensch</div>		
29/01/2024	12.6	<div>Award of Contract</div> <div>CN11226 - Pit Construction and Pipe Laying Panel</div>	<div>Council Decision</div> <div>Moved: Councillor Baker</div> <div>Seconded: Councillor Tayler</div> <div>That Council:</div> <div>1. Awards contract CN11226 – Pit Construction and Pipe Laying Panel for an initial two (2) year term with the provision for a further two (2) X two (2) year extension options at Councils sole discretion, noting this is a Schedule of Rates contract with a potential contract value of an estimated \$1,617,102 (exclusive of GST) to:</div> <div> <div>a) Accomplished Plumbing Services Pty Ltd trading as APS Drainage and Civil; ACN 151 075 875;</div> <div>b) Parkinson Group (VIC) Pty Ltd; ACN 168 742 925;</div> <div>c) Comar Constructions Pty Ltd; ACN 082 210 231; and</div> <div>d) All Water Waste Pumping Solutions Pty Ltd trading as AWS Civil; ACN 079 889 142.</div> </div> <div>2. Authorises the Chief Executive Officer to execute and sign the contract;</div> <div>3. Authorises the Chief Executive Officer to approve contract variations;</div> <div>4. Authorises the Director Infrastructure and Operations to approve the extensions of the contract subject to the satisfactory performance of the contractor(s); and</div> <div>5. 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 Local</div>	<div>Infrastructure and Operations</div>	<div>Hurren, Brad</div>	<div>08 Apr 2024 11:54am Bennett, Jaime</div> <div>1. Complete - Contract Awarded and executed to each of the four (4) tenderers in 1A/B/C/D., 2. Complete., 3. Noted., 4. Noted., 5. Noted., Complete and can be closed out.</div> <div>22 Apr 2024 10:55am Gaynor, Andrea - Completion</div> <div>Completed by Gaynor, Andrea on behalf of Hurren, Brad (action officer) on 22 April 2024 at 10:55:24 AM - Director I&amp;O approved closure of this item.</div> <div>22 Apr 2024 10:55am Gaynor, Andrea - Notification</div> <div>Gupta, Vishal (first authoriser) notified by Gaynor, Andrea on behalf of Hurren, Brad (action officer) on 22 April 2024 at 10:55:36 AM, Sent to Vishal Gupta for authorisation, Notified by Andrea Gaynor</div> <div>22 Apr 2024 12:39pm Gupta, Vishal - Authorisation</div> <div>Authorised by Gupta, Vishal (second authoriser) on 22 April 2024 at 12:39:11 PM, Authorised by Vishal Gupta, Notification sent to Andrea Gaynor and Brad Hurren</div>	22/04/2024

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Government Act 2020 s3(1)(g).					
Carried Unanimously					
29/01/2024	12.7	Award of Contract CN11236 - Wayfinding and Corporate Signs Panel	<b>Council Decision</b> <b>Moved: Councillor Aitken</b> <b>Seconded: Councillor Harvey</b> That Council: 1. Defers consideration of Contract CN11236 Wayfinding and Corporate Signs Panel, until the February 2024 Council Meeting to enable a Councillor Briefing to occur beforehand. This briefing is to include: a) Clarification as to the cost of signs to be installed; b) Style Guide 2022 attached to the adopted Wayfinding strategy (December 2022); and 2. Notes that this may result in a delay in the roll-out of Wayfinding signs in key locations.	Infrastructure and Operations Hurren, Brad	<b>27 Feb 2024 2:37pm Gaynor, Andrea</b> Director Infrastructure & Operations , Happy to close on the basis 1A and 1B is completed. <b>27 Feb 2024 2:38pm Gaynor, Andrea - Completion</b> Completed by Gaynor, Andrea on behalf of Hurren, Brad (action officer) on 27 February 2024 at 2:38:14 PM - Director Infrastructure & Operations , Happy to close on the basis 1A and 1B is completed. <b>27 Feb 2024 2:38pm Gaynor, Andrea - Notification</b> Hurren, Brad (first authoriser) notified by Gaynor, Andrea on behalf of Hurren, Brad (action officer) on 27 February 2024 at 2:38:32 PM, Sent to Brad Hurren for authorisation, Notified by Andrea Gaynor <b>08 Apr 2024 11:45am Bennett, Jaime</b> 1. Complete - Contract Awarded and executed to each of the five (5) tenderers in 1A/B/C/D/E, 2. Complete, 3. Noted, 4. Noted, 5. Noted, Complete and can be closed out. <b>22 Apr 2024 2:00pm Gaynor, Andrea - Authorisation</b> Gupta, Vishal (second authoriser) notified by Gaynor, Andrea (delegate) on behalf of Hurren, Brad (first authoriser) on 22 April 2024 at 2:00:11 PM, Authorised by Andrea Gaynor on behalf of Brad Hurren, Sent to Vishal Gupta for authorisation, Notification sent to Brad Hurren <b>22 Apr 2024 2:00pm Gaynor, Andrea - Authorisation</b> Authorised by Gaynor, Andrea (delegate) on behalf of Gupta, Vishal (second authoriser) on 22 April 2024 at 2:00:21 PM, Authorised by Andrea Gaynor on behalf of Vishal Gupta, Notification sent to Vishal Gupta and Brad Hurren
19/02/2024	12.7	2023-24 Mid-Year Forecast Review	<b>Council Decision</b> <b>Moved: Councillor Bolam</b> <b>Seconded: Councillor Baker</b> That Council: 1. Endorses the Consolidated Mid-Year Forecast 2023-24 operating position including the following items that were referred for consideration: a) Outreach Support Services initiative \$16,000 b) Draft Affordable Housing Policy delivery \$60,000 c) Winter Shelter \$45,250 2. Endorses the Consolidated Mid-Year Forecast capital position. 3. Reallocates the endorsed funding commitment of \$750,000 to project 13089 – Safe City Surveillance System - CCTV Camera Installation in Public Places: • \$500,000 in 2024-25 • \$250,000 in 2025-26 4. Approves the creation of the new Waste, Recycling and Resource Recovery reserve in compliance with the statutory and discretionary reserves policy to ensure all revenue from the waste charge is fully expended on waste related activities only. 5. Acknowledges the financial challenges that the organisation has been facing during 2023-24 and to ensure that the budget remains balanced for year-end has had to make difficult trade-off decisions with minimal impact to service delivery to our community. The impacts of cost shifting, rate capping and inflation continue to be experienced and are	Corporate and Commercial Services Reidy, Caroline	<b>28 Feb 2024 5:03pm Reidy, Caroline</b> The mid year Forecast 2023-24 has reflected the following items Outreach Support Services initiative \$16,000, b) Draft Affordable Housing Policy delivery \$60,000, c)Winter Shelter \$45,250, 2. Council endorsed the Consolidated Mid-Year Forecast capital position. , 3. Council reallocated the endorsed funding commitment of \$750,000 to project 13089 – Safe City Surveillance System - CCTV Camera Installation in Public Places - \$500,000 in 2024-25 and \$250,000 in 2025-26, 4. Council approved the creation of the new Waste, Recycling and Resource Recovery reserve in compliance with the statutory and discretionary reserves policy to ensure all revenue from the waste charge is fully expended on waste related activities only., 5. Council acknowledged the financial challenges that the organisation has been facing during 2023-24 and to ensure that the budget remains balanced for year-end has had to make difficult trade-off decisions with minimal impact to service delivery to our community. , This item can be closed. <b>29 Apr 2024 7:43pm Jaensch, Kim</b> The mid year Forecast 2023-24 has reflected the following items Outreach Support Services initiative \$16,000, b) Draft Affordable Housing Policy delivery \$60,000, c)Winter Shelter \$45,250, 2. Council endorsed the Consolidated Mid-Year Forecast capital position. , 3. Council reallocated the endorsed funding commitment of \$750,000 to project

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			<p>anticipated to impact on Council's long term financial sustainability.</p> <p>6. Notes the key dates for the 2024-25 Budget process.</p>			<p>13089 – Safe City Surveillance System - CCTV Camera Installation in Public Places - \$500,000 in 2024-25 and \$250,000 in 2025-26, 4. Council approved the creation of the new Waste, Recycling and Resource Recovery reserve in compliance with the statutory and discretionary reserves policy to ensure all revenue from the waste charge is fully expended on waste related activities only., 5. Council acknowledged the financial challenges that the organisation has been facing during 2023-24 and to ensure that the budget remains balanced for year-end has had to make difficult trade-off decisions with minimal impact to service delivery to our community. , 6. Council noted the key dates for the 2024-25 Budget process, This item can be closed.</p> <p><b>30 Apr 2024 10:14pm Roberts, Vera - Completion</b></p> <p>Completed by Roberts, Vera on behalf of Reidy, Caroline (action officer) on 30 April 2024 at 10:14:41 PM - Director CCS closed this action.</p> <p><b>30 Apr 2024 10:14pm Roberts, Vera - Notification</b></p> <p>Jaensch, Kim (first authoriser) notified by Roberts, Vera on behalf of Reidy, Caroline (action officer) on 30 April 2024 at 10:14:48 PM, Sent to Kim Jaensch for authorisation, Notified by Vera Roberts</p> <p><b>30 Apr 2024 10:14pm Roberts, Vera - Authorisation</b></p> <p>Authorised by Roberts, Vera (delegate) on behalf of Jaensch, Kim (first authoriser) on 30 April 2024 at 10:14:54 PM, Authorised by Vera Roberts on behalf of Kim Jaensch, Notification sent to Kim Jaensch and Caroline Reidy</p>	
19/02/2024	12.9	Proposed Committee of Management Appointment - Lathams Road Carrum Downs	<p><u>Council Decision</u></p> <p><b>Moved: Councillor Harvey</b>    </p>				

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MEETING DATE	ITEM NUMBER	Title	MOTION	RESPONSIBLE DIVISION & OFFICER		DATE COMPLETED
			no later than December 2023, noting the information already available on Council's website.  <u>Carried Unanimously</u>	Council's independent internal review processes under the LGA 2020 will be prepared for the Council Meeting in December 2023.  <b>24 Nov 2023 2:38pm Alcock, Brianna</b>  Council's Independent Internal Reviews under the LGA 2020, 9. Complete. A report was presented to Council at its meeting in December 2023.  <b>06 Feb 2024 11:52am Alcock, Brianna</b>  Council's Independent Internal Reviews under the LGA 2020, 9. Complete. A report was presented to Council at its meeting in December 2023.  <b>28 Feb 2024 4:16pm Alcock, Brianna</b>  Council's Independent Internal Reviews under the LGA 2020, 9. Complete. A report was presented to Council at its meeting in December 2023., This action is requested for closure by the Director CCS.  <b>08 Apr 2024 6:32pm Alcock, Brianna</b>  Council's Independent Internal Reviews under the LGA 2020, 9. Complete. A report was presented to Council at its meeting in December 2023., This action is requested for closure by the Director CCS.  <b>30 Apr 2024 10:12pm Roberts, Vera - Completion</b>  Completed by Roberts, Vera on behalf of Alcock, Brianna (action officer) on 30 April 2024 at 10:12:45 PM - Director CCS closed this action.		
18/03/2024	15.1	Ministerial Application Referral PA2402698 - Council Reference 27/2024/PIR1 - 9-17 Cranbourne Road and 69 Playne Street Frankston - Development and use of land for the purpose of a Hospital and Office (Medical Centre), and to alter access to a road in a Transport Zone 2 (T2Z)	<u>Council Decision</u> <b>Moved: Councillor Bolam</b> That Council resolves to advise the Minister for Planning:  1. That it does not support, and objects to the application for the following reasons:  a) The proposal would not result in a Net Community Benefit to the Frankston Community.  b) The lower building height, reduced setbacks, layout of uses within the buildings are not consistent with the outcomes sought by planning policy, including State Planning Policy in the area of Urban Design, and more specific policy as set out in the Frankston Metropolitan Activity Centre Structure Plan (2015), and the Frankston Metropolitan Activity Centre Structure Plan Update (2022-23).  c) Construction of a building at the heights proposed would compromise achievement of the building rhythms and forms envisioned by adopted planning policy, and impact upon the Frankston Major Activity Centre by removing potential for a truly landmark/gateway building.  d) The proposed provision of at-grade car parking over some two-thirds of the land is entirely at odds with the outcomes sought by planning policy in an Activity Centre location, and (because that car parking is relied upon and integral to the development form and use) would impede the useful development of that land to support economic development into the future, to the dis-benefit of current and future generations.  e) The land that is proposed to be occupied by at grade car parking could be put to a more productive use to support employment activity or housing supply in the short and/or long term if it were not sealed into that use for the long term via approval of the proposed use.  f) The site may be subject to contamination due to its proximity to the Frankston Fire Station, and that this possibility should be	Communities	Clements, Sam	<b>29 Apr 2024 1:17pm Clements, Sam - Completion</b>  Completed by Clements, Sam (action officer) on 29 April 2024 at 1:17:37 PM - Council comments provided to the Minister for Planning on 22 March 2024 (formal letter and Council report/agenda item).  <b>29 Apr 2024 1:17pm Clements, Sam - Notification</b>  Hughes, Angela (first authoriser) notified by Clements, Sam (action officer) on 29 April 2024 at 1:17:44 PM, Sent to Angela Hughes and Liv Lehmann for authorisation, Notified by Sam Clements  <b>29 Apr 2024 1:21pm Lehmann, Liv - Authorisation</b>  Authorised by Lehmann, Liv (delegate) on behalf of Hughes, Angela (second authoriser) on 29 April 2024 at 1:21:55 PM, Authorised by Liv Lehmann on behalf of Angela Hughes, Notification sent to Angela Hughes and Sam Clements

Division:

Date From:

Date To:

Printed: Wednesday, 1 May 2024 12:26:10 PM

Action Sheets Report

CLOSED / COMPLETED

MEETING DATE	ITEM NUMBER	Title	MOTION	RESPONSIBLE DIVISION & OFFICER	COMMENTS	DATE COMPLETED
			<div>investigated further before any development of the land occurs.</div> <div>2. That although Council does not support the current proposal before the Minister, it would be pleased to have its officers engage further with the applicant and the Ministers Department to achieve a modified form of development that meets the objectives of planning policy for this area.</div> <div>Carried</div>			

**Executive Summary****12.2 Frankston City Council Economic Scorecard January - March 2024***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 present the Frankston City Council January – March 2024 Economic Scorecard.

**Recommendation (Director Communities)**

That Council:

1. Receives the Frankston City Council Economic Scorecard January – March 2024; and
2. Notes Key highlights for this quarter include the delivery of Council's first *Think Local Month* program; \$99,989 in Think Local Grants awarded to 100 businesses; 2,403 Business eNewsletter subscribers; 25 businesses workshops delivered to 161 participants; 17 Business Mentoring recipients; 74 Business Concierge requests actioned and 23 business operators provided with other assistance.

**Key Points / Issues**

- The Frankston City Council Economic Scorecard (Attachment A) is a quarterly report, developed to inform both current and future economic development, investment activities and decision making.
- The Frankston City Council Economic Scorecard is comprised of two components. The first component is the annual Economic Snapshot of the municipality. It includes Section 1 - Economic Overview, Section 2 - Workforce, Skills and Resilience, and Section 3 - Investment and Spending.
- Data used to inform these Sections is sourced from Spendmap by Geografia, Profile i.d Demographic and REMPLAN Economy software systems.
- The second component of the Frankston City Council Economic Scorecard is Section 4 - Council's commitment to local businesses. This section provides a quarterly overview of the services and programs provided by Council to support new and existing business operators and the overall economy.
- Data and other information used to inform Section 4 - Council's commitment to local businesses - is compiled by Officers.
- Key highlights for the January – March 2024 Section 4 quarter includes Council's first Think Local Month program, delivered in March and including:
  - Event Launch at Red Gum BBQ at Home in Seaford
  - 22 Business Workshops delivered, involving more than 140 participants, and all local business operators as presenters
  - Development commencing on a Local Business Directory with 90 business expressions of interest received to date
  - Think Local Grants - \$99,989 awarded to 100 businesses – with 163 businesses benefitting through purchases (total spend \$162,675)

**12.2 Frankston City Council Economic Scorecard January - March 2024****Executive Summary**

- Local Shopping Strip Activations – 10 local performers paid to activate local shopping strips
- Small Business Expo 2024 – 46 local business exhibitors, 130 visitors
- Promotion & Marketing – multiple social media posts, advertising, 14,000 direct emails (incl. business rep. groups) and more than 600 in person business visits providing Think Local window decals to businesses with shop fronts
- Local business success stories for January – March 2024 including;
  - Thread Traders
  - The Hop Shop
- Business Testimonials for Council’s Economic Development team for January – March 2024 including:
  - Red Gum BBQ at Home
  - Janice Dunn Estate Agents
  - Netfocus IT
  - vControl
  - RC Accounting & Advisory
- Business engagement for the January – March 2024 quarter included a total of 2,403 Business eNewsletter subscribers; 25 businesses workshops delivered to 161 participants (note this includes Think Local Month as above); 17 Business Mentoring recipients; 74 Business Concierge requests actioned and 23 business operators provided with other assistance.

**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)**

The Economic Scorecard provides an annual overview of the current structure and recent performance of the Frankston City economy. By analysing key indicators of the economy, Council and the community can build a clear understanding of the economic health and progress of the City. This supports Council, current businesses, investors, future businesses, and residents to make more informed decisions.

A quarterly report on the programs and services provided to local businesses helps to build confidence in the business community, raise the profile of Council supports available and encourage new business operators to Frankston City.

**12.2 Frankston City Council Economic Scorecard January - March 2024****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

There are no legal impacts relevant to this report.

Policy Impacts

There are no policy impacts relevant to this report.

**Gender Impact Assessments**

No gender impact assessment was required. This initiative has no impact on our community or the public.

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 annual snapshots included in Section 1. Economic Overview, Section 2. Workforce, skills and resilience, and Section 3. Investment and spending 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.

**Conclusion**

The Frankston City Council Economic Scorecard January – March 2024 includes both an annual Economic Snapshot of the municipality and an overview of the services and programs provided by Council to support new and existing business operators during January – March 2024.

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**ATTACHMENTS**

Attachment A: [↓](#) Frankston City Council Economic Scorecard January - March 2024



# Frankston City Council Economic Scorecard January - March 2024

# Introduction

The purpose of this scorecard is to provide an overview of the current structure and recent performance of the Frankston City economy.

This quarterly report is used to monitor the performance of the economy.

By analysing key indicators of the economy, Council and the community can build a clear understanding of the economic health and progress of the City. This supports Council, current businesses, investors, future businesses, and residents to make more informed decisions.

The scorecard has two components —

**Annual snapshot:** *(this data will be reviewed and updated on an annual basis)*

- Economic overview
- Workforce, skills and resilience
- Investment and spending

## **Council's commitment to local businesses**

**Quarterly Snapshot January - March 2024 including:**

- Key Highlights
- Business Success Stories
- Business Engagement
- Business Concierge Service





# 01

## Economic Overview

Annual Snapshot



## Frankston City's activity centres and industrial areas

Frankston City has **1** Metropolitan activity centre, **1** Major activity centre, **21** Neighbourhood activity centres and **6** Industrial Areas.

The Frankston Metropolitan activity centre is a higher-order centre, as defined by the Victorian Government, that provides a diverse range of jobs, activities and housing. The centre serves the wider region and is well served by public transport.

Karingal is the only Major activity centre in the area. A major activity centre is an area that has been defined by the Victorian Government as the preferred hub for services, employment, housing, public transport and social interaction.

Neighbourhood activity centres are local centres that provide access to local goods, services, employment opportunities and serve the needs of the surrounding community. These centres serve smaller, local areas and have an important role in giving people the ability to meet most of their everyday needs within 20 minutes of their home.

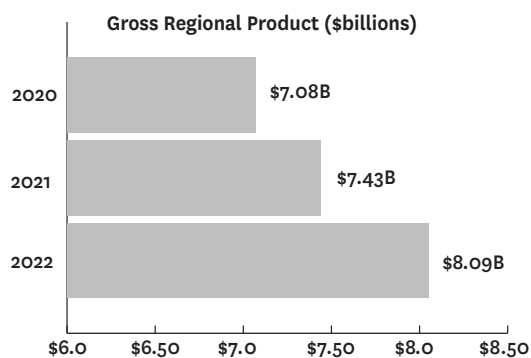
The City's industrial areas comprise of **6** distinct precincts which together are a leading source of regional employment growth, economic activity and investment attraction. These include Carrum Downs, Seaford North, Seaford, Frankston, Frankston East and Langwarrin.

## Growth in the Frankston City economy

The Frankston City economy has been growing steadily over recent years, with a significant spike in Gross Regional Product (GRP) between 2020 and 2022 as the economy bounced back from the economic effects of the Covid-19 pandemic.

The top four contributing industries to the City's GRP are rental, hiring and real estate; health care and social assistance; construction; and manufacturing.

### Frankston City's Gross Regional Product, 2021-2022



Source: REMPLAN, Release 2, 2022 (published May 2023)

## Top 4 industries contributing to Frankston City's GRP

**\$1.18B**

Rental, hiring and real estate

**\$1.17B**

Health care and social assistance

**\$1.03B**

Construction

**\$542M**

Manufacturing

Source: REMPLAN, Release 2, 2022 (published May 2023)

Industry sector	Gross Value Added
Rental, Hiring & Real Estate Services	\$1,182,330
Health Care & Social Assistance	\$1,173,972
Construction	\$1,031,488
Manufacturing	\$542,127
Electricity, Gas, Water & Waste Services	\$503,846
Retail Trade	\$473,400
Education & Training	\$460,413
Professional, Scientific & Technical Services	\$334,916
Public Administration & Safety	\$313,249
Wholesale Trade	\$244,512
Financial & Insurance Services	\$242,022
Transport, Postal & Warehousing	\$209,090
Administrative & Support Services	\$177,884
Accommodation & Food Services	\$152,755
Other Services	\$146,836
Information Media & Telecommunications	\$98,718
Agriculture, Forestry & Fishing	\$53,438
Arts & Recreation Services	\$47,236
Mining	\$42,929

Source: REMPLAN, Release 2, 2022 (published May 2023)

## Business and industry

Frankston City's businesses and local industries are growing.

There are over 160 businesses in Frankston City with a turnover greater than \$10m.

These are vital economic anchors and export earners for the economy. However, most of the City's business community is comprised of small and medium enterprises which are essential to the success and growth of the local economy.

Health care and social assistance continues to be the biggest employer in the region and strong growth in the industry is expected to continue.

**15,017**

Businesses registered with GST as at  
30 June 2023

**\$4.4B**

Regional exports in 2022

**\$8.09B**

Gross regional product in 2022

Source: REMPLAN, Release 2, 2022 (published May 2023)

## Frankston City's Top 4 Regional Export Industries as compared to Greater Melbourne

Rank	Industry sector	Export value (\$'000) Frankston City	Greater Melbourne (\$'000)
1	Manufacturing	\$1,374,966	\$57,524,645
2	Construction	\$1,117,843	\$25,564,265
3	Electricity, Gas, Water & Waste Services	\$651,632	\$5,464,362
4	Health Care & Social Assistance	\$504,825	\$930,327

Source: REMPLAN, Release 2, 2022 (published May 2023)

## Frankston City's key anchor institutions



Source: SGS Economics and Planning, 2023

## Key anchors

Key anchors are institutions and businesses that have an important presence in Frankston City as large-scale employers and purchasers of goods and services.

Key anchors play a vital role in the local economy by providing stability, generating employment opportunities, fostering community development, and attracting investments. They serve as economic pillars by driving growth, supporting other sectors, and creating a sense of place.

Anchor institutions are typically situated and operate in the same locations for long periods of time. Anchor institutions provide stability for smaller local businesses to be attracted to the area and provide goods and services to the institution and its employees.

Anchor institutions can commit to building local wealth in an area through local procurement, investment and workforce.



# 02

## Workforce, skills and resilience Annual Snapshot

## Local population, workers and skills

Nearly half of Frankston City's workers are also residents. As more people work locally and work from home, more spending is captured locally. The stock of knowledge, experience and skills in the economy is critical to economic performance.

Without a stock of knowledgeable and skilled people, businesses cannot function. An undersupply of skilled labour will impede economic growth and development.

**54,633**  
Jobs in Frankston City

**141,002**  
Population in 2022

**34**  
Jobs per 100 residents in Frankston City

**161,660**  
Projected population in 2041

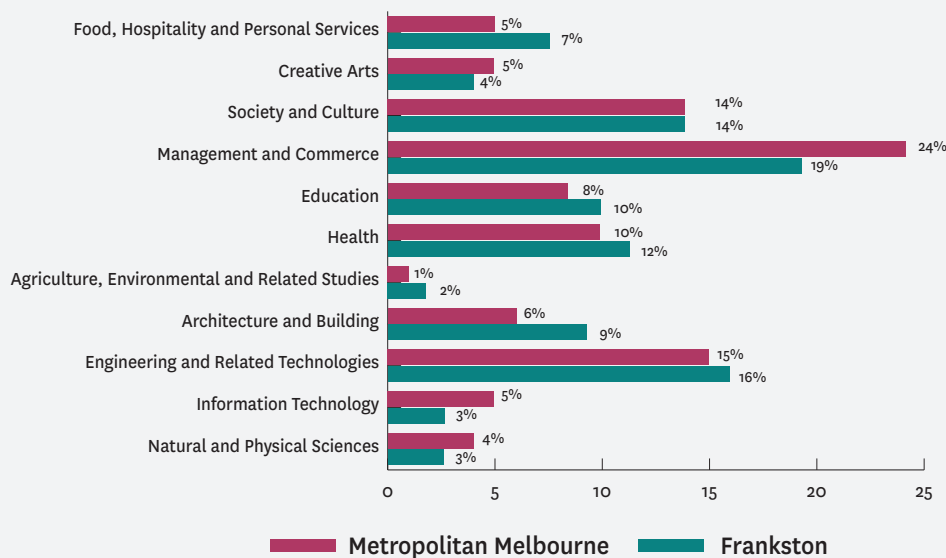
The number and percentage of local residents employed in local jobs



Source: ABS Census, 2021

Source: REMPLAN, Release 2, 2022 (published May 2023) and Profile.Id (informed decisions), February 2023

Frankston City resident qualifications compared to Metropolitan Melbourne



Source: ABS Census, 2021

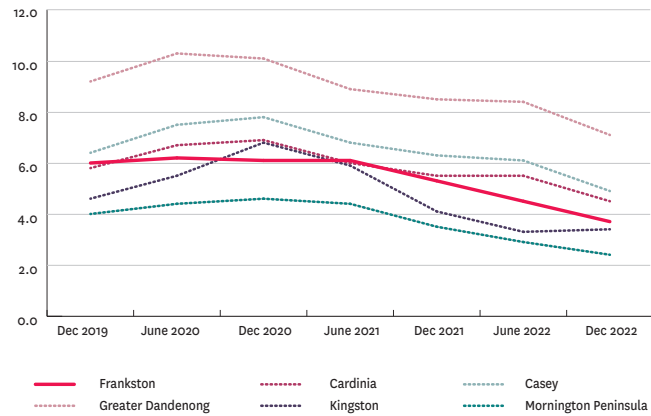


## Unemployment rates

Frankston City has an engaged workforce with low unemployment rates in the municipality. A low unemployment rate is a core aim of economic development.

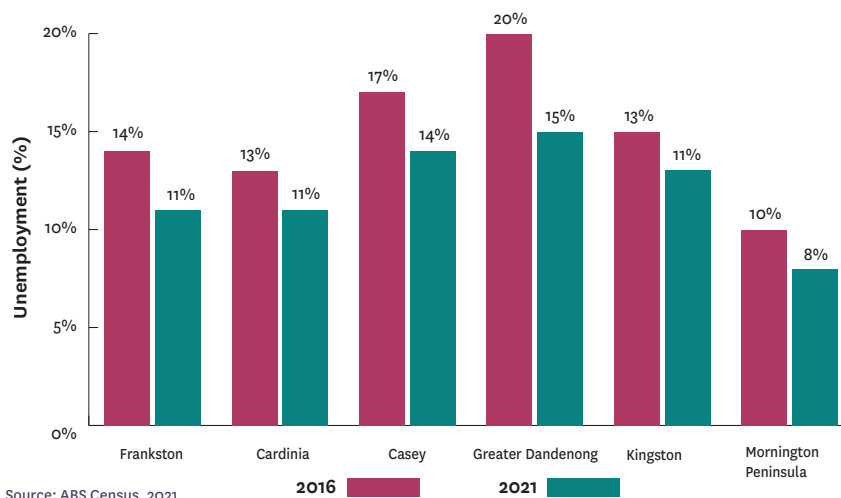
- Unemployment in Frankston City peaked at 7 per cent in 2017. During the pandemic it reached 6.5 per cent before falling back to 4.6 per cent in 2022. In 2023, the unemployment rate has gone further down to 3.6 per cent.
- In Frankston City's youth unemployment for people aged 15-24 has declined since 2016, down 3 per cent. Female unemployment is just over 4 per cent in Frankston. Compared to neighbouring LGA's, Frankston City has a low female unemployment rate.

### Frankston City's Unemployment Rate compared with neighbouring LGA's



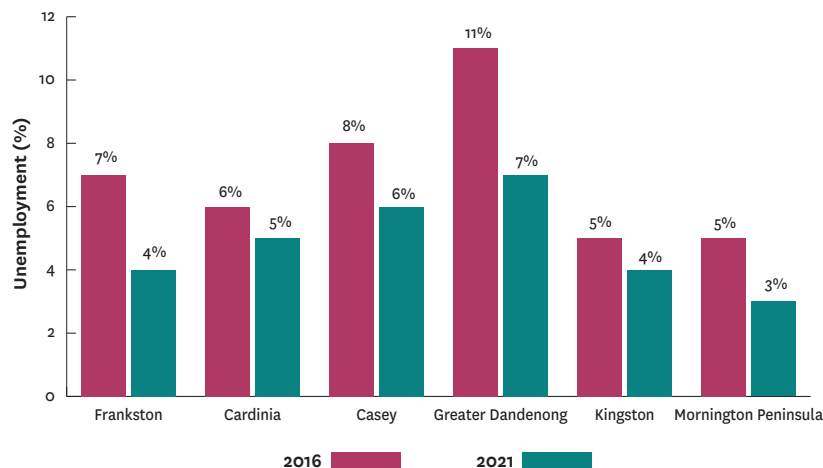
Source: National Skills Commission Small Area Labour Market, 2022 and REMPLAN, Release 2, 2022 (published May 2023)

### Frankston City's Youth (aged 15-24) Unemployment Rate compared with neighbouring LGA's



Source: ABS Census, 2021

### Frankston City's Female Unemployment Rate compared with neighbouring LGA's



Source: ABS Census, 2021

## Economic resilience

Nearly 9 per cent of Frankston City's population is involved in volunteering.

Volunteering is a pillar of strength in the community with nearly 12,000 residents making economic and social contributions without financial gain.

Frankston City's residents are engaged, have a high sense of social inclusion and reasonably high levels of life satisfaction pointing to an engaged local community.

An engaged, local community can play a vital role in fostering economic resilience by creating a supportive environment for businesses, encouraging entrepreneurship, and fostering collaboration among community members.

By creating a supportive environment, the community strengthens its economy, adapts to challenges and shocks such as Covid-19, and sustains the wellbeing of its residents.

83%

of residents' feel valued by society

83%

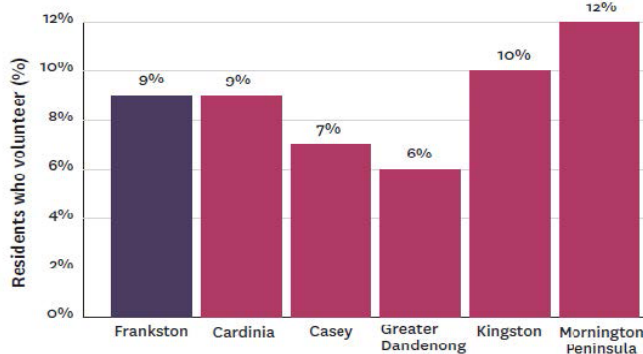
of residents' feel most people can be trusted

75%

of residents' have a high or very high life satisfaction

Source: Victorian Department of Health, Victorian Population Health Survey, 2020

Percentage of Frankston City residents volunteering compared with neighbouring LGA's



Source: ABS Census, 2021

## Local Business experience with the Economic Development Team

In September 2023, the Economic Development (formerly Economy, Investment & Activation) team conducted an Annual Business Survey with local businesses to better understand how Council can help and support them and the type of services needed by business operators. 147 responses were received.



We asked whether "you have interacted directly with a member from Council's Economic Development team?"

Yes	14% (20 count)
No	72% (107 count)
Not sure	14% (20 count)



We asked "if yes, how satisfied were you with the service provided by the Economic Development team?"

Very Satisfied	45% (9 count)
Satisfied	50% (10 count)
Dissatisfied	0% (0 count)
Very Dissatisfied	5% (1 count)

# 03

## Investment and spending Annual Snapshot



## Local spending

While there was over \$3 billion spent locally in Frankston City, over \$1.7 billion was spent by residents in other municipalities between October 2022 - September 2023.

Escape spending reduces the circulation of money within the local economy, resulting in a weakened multiplier effect. On the other hand, escape spending highlights an opportunity to redirect and capture a portion of that spending back into the local economy.

**\$3.31B**

Total local spend

**\$1.78B**

Resident escape spend

**\$1.38B**

Visitor local spend

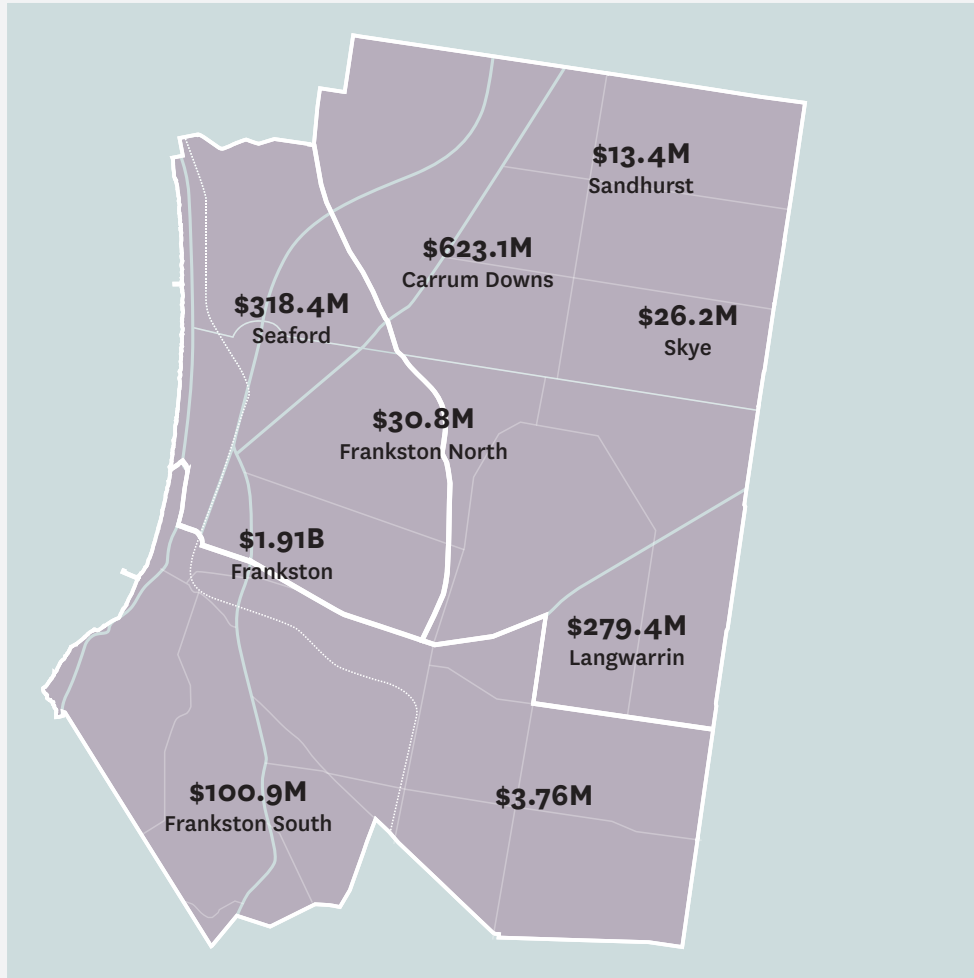
**\$521M**

Total local spend in the Night-time economy

Source: Spendmapp Oct 2022 - Sep 2023

### Resident local spend by suburb within Frankston City

Of the \$3.31B total local spend, 57 per cent is spent within Frankston, with the remainder distributed across the municipality.



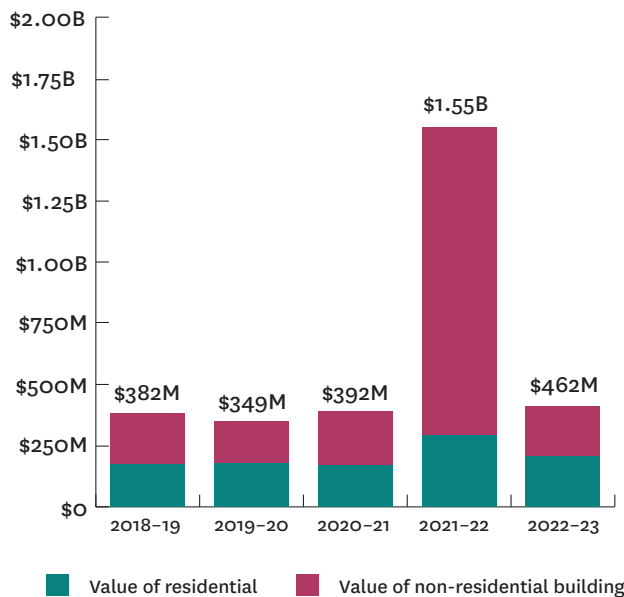
Source: Spendmapp Oct 2022 – Sep 2023

## Local investment

Building approvals are a measure of construction activity in the economy. Approvals indicate confidence in the business community and residents to invest. The supply of available land is a vital determinant of the level of investment.

The growth of Frankston City has the backing of Victorian Government investment and projects. Investment from government at different levels shows recognition of the areas value and a commitment to long term growth. Investment and funding acts as catalysts for economic activity

Value of building approvals in Frankston City



Source: SGS Economics and Planning using ABS Building Approvals, 2023

**533**

Residential building approvals  
(2022-2023)

**\$245M**

Value of residential building  
approvals (2022-2023)

**\$217M**

Value of non-residential  
building approvals (2022-2023)

Source: SGS Economics and Planning using ABS Building Approvals, 2023

## Key State Government investment and project commitments

Frankston Hospital  
redevelopment and  
expansion

New tech school to  
improve students' skills  
and knowledge

Level crossing removals

Chisholm Institute —  
Stage 2 redevelopment

Commuter Car Park  
infrastructure

Youth treatment facility  
upgrades

Source: Victorian Government Budget, State Capital Program 2023-24

# 04

## Council's commitment to local businesses

January - March 2024



## Key highlights

Council's Economic Development team delivered the first Frankston City Council Think Local Month in March. The month long program was jam packed with an Event Launch, Business Workshops, Shopping Strip Activations, a Small Business Expo and 100 x \$1,000 Think Local Grants. More details on each of these is below

- **Think Local Workshops**

To further support local business operators in Frankston City, 22 individual workshops were delivered as a part of Think Local Month. With topics including business start-ups, video marketing, balancing burnout, business wellbeing, a workshop series for trades and builders and much more. All workshops were developed in response to feedback from Council's annual business survey. All of the workshops were delivered by local business experts who generously volunteered both their knowledge and their time.

- **Small Business Expo**

The first ever Frankston City Council Small Business Expo, held at the Frankston Arts Centre, was a huge success with 46 local business exhibitors, from a wide range of industries, showcasing their products and services. Over 130 visitors attended on the day and feedback from both exhibitors and visitors was overwhelmingly positive. In addition to increasing their potential customer base, many exhibitors made connections with fellow exhibitors, resulting in increased business to business trade.

- **Think Local Event Launch**

Held at Red Gum BBQ at Home in Seaford, the Think Local Event Launch was a huge success with over 60 local business operators attending. In addition to amazing food provided by RedGum BBQ at Home as well as drinks from Dainton and Banks Breweries, the evening provided an opportunity for business operators to connect, share ideas and celebrate success. Frankston City Council Mayor Nathan Conroy spoke to the group about the many Council supports on offer to local businesses and Jeff Rogut, CEO of the Frankston Business Collective spoke about the benefits of membership with the group.

- **Local Shopping Precinct Activations**

To support traders outside of Frankston's City Centre, 10 local entertainers were engaged by Council to perform at local shopping strips across the municipality. The initiative included local musicians such as percussionists, vocalists and guitarists. This initiative was well received by both the community and traders, with many coming to the shopping strips especially to see and hear the performers.

- **Think Local Grants**

Council provided 100 x \$1,000 Think Local Grants for Frankston City Council business operators to spend at another Frankston City Council business of their choice. The \$100,000 in grants resulted in almost \$163,000 in total purchases made by grant recipients.



## Local business success stories

### Thread Traders

Thread Traders, a garment decoration company in Seaford, received a 2023 - 24 Invest Frankston Business Grant. "We spent our grant on a single head embroidery machine and an eight head embroidery machine. This is brand new technology straight from Japan to allow us to do 3D embroidery, regular embroidery and embroidery on high vis products.

Thank you to Frankston City Council for your grant which has allowed us to do such amazing things for our small business. It's taken our business to a whole new level."

### The Hop Shop

The Hop Shop received a 2023 Invest Frankston Business Grant, which they used to upgrade their Courtyard. The area has been replaced with a new patio, garden and a few sun soaked beer benches. The Hop Shop has provided the update via their Social Media site stating "A big shout out to Invest Frankston for helping out with this one. They do an awesome job in supporting local businesses, and we're very grateful for the support!"

## Testimonials

*"We were thrilled to host the Think Local Month Launch Night. Welcoming Frankston City Council's event to our new space at Red Gum BBQ At Home in Seaford not only introduced our offerings and services to local businesses but also showcased our versatility as a destination. With functions, catering, events, take-away lunch, and BBQ merchandise on offer, the event provided an excellent platform to highlight our diverse capabilities. Hosting over 60 local business owners was a fantastic opportunity for us to connect and share our passion for great food and hospitality. It truly was a memorable evening."* **Red Gum BBQ at Home**

*"The Think Local Accelerating Growth with Google Ads Workshop was an amazing workshop - so many experts available to help!"* **Janice Dunn Estate Agents**

*"What a phenomenal time to commit to business growth in the City of Frankston! Six months into our relocation, Netfocus IT are thriving in the new space at 50-52 Wells Street. As business owners, we committed to very grand visions for our store. With great foresight, Frankston City Council and the Business Economic Development Team not only supported such visions becoming reality, but also instilled a greater belief in the value of our contribution to the community and streetscape. We are so grateful for their support, the shared knowledge, expanded business network and financial initiatives such as the Façade Grant.*

*For fellow business owners, if your desire is for growth, please connect with the Council team. Your pathway to improvement will be so much better for it!"* **Netfocus IT, Elizabeth McDonald**

*It was great to get to know the team from the Frankston Development Team (at the Think Local Launch Event) and meet some of the officers that we have had conversations with via email. The event was a success in our eyes, there were so many different businesses, a range of industries and we heard some really interesting stories about how some of these businesses were started and their visions for the future."* **vControl, Jenni Dean**

*The Event launch held last Tuesday was great. It was my first networking event I have attend since starting my business so I found it invaluable! I connected with lots of people, one of which I am catching up for a coffee today and another potential client. Thanks so much for throwing this event. It really comforting to know that the Council is behind local businesses."* **RC Accounting & Advisory Pty Ltd, Rebecca Carey**



## Business Engagement

	eNewsletter Subscribers	Business Support	Business Mentoring	Business Concierge	Workshops Provided
January 2024	2349	5	1	32	0
February 2024	2388	11	4	23	3
March 2024	2403	7	12	19	22

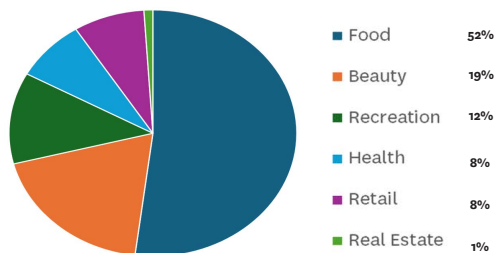
**eNewsletter Subscribers:** Number of subscribers to the Business eNewsletter  
**Business Support:** Number of businesses assisted with workshops, grant assistance, business relocation and more  
**Business Mentoring:** Number of businesses who signed up for free mentoring and were assigned a mentor  
**Business Concierge:** Number of Business Concierge requests actioned  
**Workshops Provided:** Number of Business Workshops provided

## Business Concierge Service

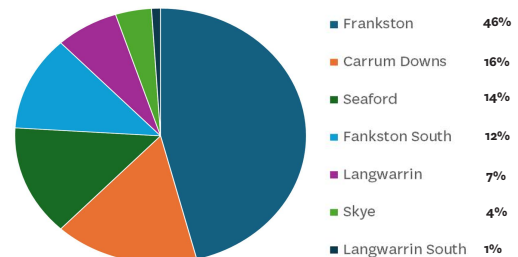
Our Business Concierge is a free service to help guide businesses to start up, grow or relocate by:

- providing information to help open or expand a business
- helping business operators to understand which permits they need
- help with completing and submitting these applications
- connecting business operators with Council's business mentoring service
- offering advice on other aspects of running a business

### Business Concierge requests by industry type



### Business Concierge request locations



### Businesses assisted by the Business Concierge





**FRANKSTON CITY  
COUNCIL**

30 Davey Street  
Frankston VIC 3199  
Australia  
PO Box 490  
Frankston VIC 3199

Phone 1300 322 322  
Email [business@frankston.vic.gov.au](mailto:business@frankston.vic.gov.au)  
[frankston.vic.gov.au](http://frankston.vic.gov.au)

**Executive Summary****12.3 Capital Works Quarterly Report - Q3 - January to March 2024***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 update Council on the quarterly progress (January to March 2024) of the 2023/24 Capital Works Program.

**Recommendation (Director Infrastructure and Operations)**

That Council:

1. Receives and notes the quarterly progress report for the third quarter (January to March 2024) of the 2023/24 Capital Works Program;
2. Notes that for transparency and disclosure of the capital works program to the public, the full details have been provided in the open attachments to the report; and
3. Notes there are no reported projects where variations have exceeded the pre-approved variation amount in accordance with S7 Instrument of Sub-Delegation by CEO.

**Key Points / Issues**

- The 2023/24 Capital Works Program (CWP) comprises a total of 339 projects, including 105 projects carried over from financial year 2022/23.
- The Adjusted Capital Works Budget following the Adopted Budget and subsequent approved variations is \$92.716 million and actual capital expenditure is \$46.667 million as at the end of March 2024 (see Attachment A).

Total Adopted Budget including Carry Over	\$95.436 million
Adjusted Budget (end of March 2024)	\$92.716 million
Forecast (EOFY)	\$88.995 million
Forecast Carry Forward	\$3.790 million
Actual Expenditure	\$46.667 million
Actuals Plus Commitments	\$83.841 million

**Financial Impact**

The delivery of the CWP has progressed well through the second financial quarter, with the End of Financial Year (EOFY) forecast expenditure of \$88.995 million against an adjusted budget of \$92.716 million.

**12.3 Capital Works Quarterly Report - Q3 - January to March 2024****Executive Summary**

Currently, there is \$83.841 million in actuals and commitments, which equates to 90% of the Adjusted Budget.

There is a forecast carry forward budget of \$3.790 million reported at the end of this quarter. **Consultation**

**1. External Stakeholders**

Council officers responsible for the delivery of individual projects consult with key stakeholders directly during the delivery of the projects.

**2. Other Stakeholders**

The Major Projects Advisory Committee (MPAC) meeting / Hot Topic briefing last met on 27 March 2024. The following items were discussed at the Briefing:

- Councillor Projects of Interest
- Seaford Child & Family Centre
- Langwarrin Child & Family Centre
- Nepean Boulevard Program
- City Presentation
- Urban Forest Action Plan
- Frankston Yacht Club facility
- City Positioning
- Public Art
- Transparency Hub
- Sister Cities.

Governance group meetings have continued to be held monthly and include the Program Control Group, Program Review Group, and EMT Capital Works Review meetings. Various Project Advisory Group meetings were also held for major projects during the quarter.

**Analysis (Environmental / Economic / Social Implications)**

Many Council assets underpin the local economy and provide a vehicle for economic growth and prosperity. Some Council assets seek to improve the environment and amenity of the municipality. Council assets also support services to the community. Better infrastructure asset management practices will enhance these services to the community and promote better health and wellbeing.

**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

There are no statutory obligations or legal implications relevant to the content to the report.

**12.3 Capital Works Quarterly Report - Q3 - January to March 2024****Executive Summary**Policy Impacts

Council's Asset Management Policy, Capital Works Program Monitoring Framework Project Management Framework, the Financial Plan and the Long Term Infrastructure Plan are relevant to this report.

Gender Impact Assessments

Gender impact assessments have been completed and the recommendations are being implemented on various projects and programs of works in the Capital Works Program.

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 Capital Works Program is actively managed in accordance with relevant Council policies and Council's LTIP Governance Structure.

**Conclusion**

At the completion of the second quarter of the 2023/24 financial year (January to March 2024), Council has a year-to-date (YTD) expenditure of \$46.667 million against an Adjusted Budget of \$92.716 million.

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**ATTACHMENTS**

- Attachment A: [↓](#) Overall Program Summary
- Attachment B: [↓](#) Ongoing & Multi-Year Projects
- Attachment C: [↓](#) Service Program Summary
- Attachment D: [↓](#) Schedule of Capital Works
- Attachment E: [↓](#) Schedule of Major Projects

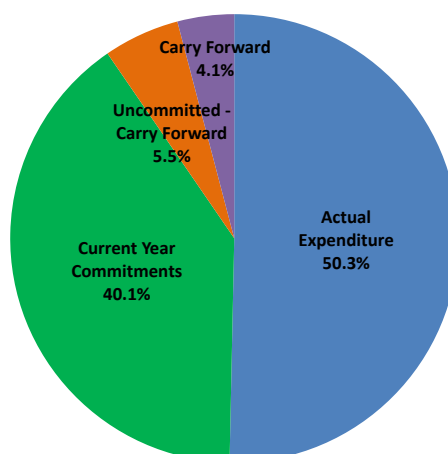
**12.3 Capital Works Quarterly Report - Q3 - January to March 2024****Officers' Assessment****Issues and Discussion**

The 2023/24 Capital Works Budget of \$78.422 million was adopted by Council at its Ordinary Meeting on 22 May 2023. Subsequently, the Budget has been adjusted to include \$17.014 million of carry over projects from 2022/23 and other adjustments due to approved variations; the 2023/24 Adjusted Budget now amounts to \$92.716 million (see Attachment A).

**2023/24 CWP – Status as at end of March (third quarter)**

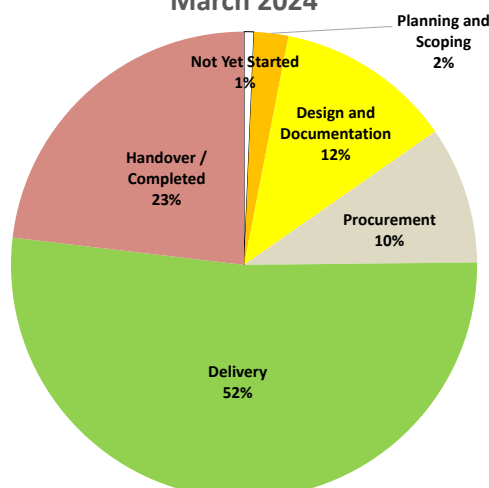
- The delivery of the Annual CWP is on track with an EOFY forecast expenditure of \$88.995 million.
- The following graph compares actuals & current year commitments against the Adjusted Budget showing 90.4% of the available budget has been allocated to contractors or spent.

**Capital Works Program Delivery Rate**  
**March 2024**



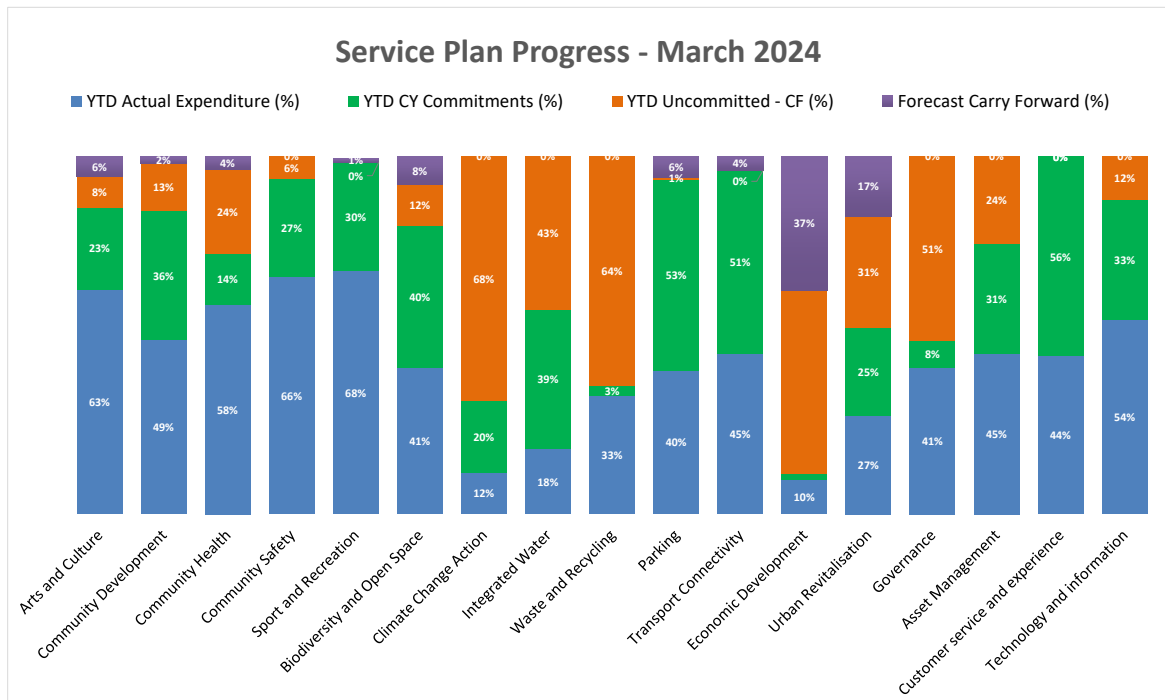
- The Overall Program Summary (see Attachment A) details of the 339 projects in the CWP, there are 60 projects classified as ongoing / multi-year projects (see Attachment B) and 45 projects have been either withdrawn or re-allocated. There are 294 active projects in the following phases at the end of March 2024:

**Baseline Program Phasing**  
**March 2024**



**12.3 Capital Works Quarterly Report - Q3 - January to March 2024****Officers' Assessment**

- There are 45 projects that have been completed.
- The Service Program Summary provides a breakdown of the allocation of projects including budget, expenditure and forecasts for each service program involved (see Attachment C). The following graph provides the status of delivery within each service program as at the end of March 2024.



- The detailed Schedule of Capital Works Delivery as at the end of March 2024 is shown in Attachment D.

**Major Projects in the 2023/24 Capital Works Program**

Major projects have been identified and are reported to the Major Projects Advisory Committee (MPAC) meeting / Hot Topic briefing on a bi-monthly basis.

The schedule of major projects and the current project status for 2023/24 is detailed in Attachment E.

**Contract Variations Greater Than Council Awarded Value**

There are no contracts with an accumulative value of variations exceeding the pre-approved variation amount stated in the award Resolution.

**Committed Expenditure – Minor Civil Contractors Panel – CN2436 (FCC - CN10303)**

In accordance with the Council resolution (2022/CM14) in relation to Council's minor civil works contractors panel, committed expenditure under CN2436 over the two (2) year contract term extension is currently at \$4,463,298 as at the end of March 2024.

**12.3 Capital Works Quarterly Report - Q3 - January to March 2024****Officers' Assessment****Options Available including Financial Implications**

The delivery of the CWP has progressed well through the third financial quarter, with the End of Financial Year (EOFY) forecast expenditure of \$88.995 million against an adjusted budget of \$92.716 million.

Currently, there is \$83.841 million in actuals and commitments, which equates to 90% of the Adjusted Budget.

Additionally, there is a forecast carry forward budget of \$3.790 million reported at the end of this quarter.

It is recommended that Council notes the quarterly progress report for the third quarter (January to March 2024) of the 2023/24 Capital Works Program.



Summary "Health Check" 2023/24 Capital Works Program - as at end March 2023							
Project Category	Total Number of Projects	Withdrawn	Reallocated	Revised No. of Projects to be Delivered in 2023/24	EOY Project Completion Target (excl. ongoing projects in 2024/25)	EOY % Completion (vs Delivery Rate)	Projects to be Carried Forward into 2024/25
Due to be completed in 2023/24							
Adopted 2023/24 (excluding adopted on-going works into 2024/25)	159	9	31	119	118	99%	14280 - Kevin Collopy Pavilion Upgrade at Jubilee Park 14447 - Public Lighting in Reserves 14752 - Fauna Crossings, Habitat Connectivity and Wildlife Protection
Carry Over from 2022/23 (excluding adopted on-going works into 2024/25)	93	0	3	90	81	90%	14221 - Jubilee Park Indoor Multipurpose Netball Complex 14348 - Local Shopping Strip Action Plan - Major Improvement 14360 - Overport Park Mountain Bike Track 14408 - Barretts Road (Robinsons Road to 120 Barretts Road) - Construction 14699 - Sweetwater Creek Reserve - Upgrade 14746 - Circuit Path Illumination Pilot Program - Lighting Frankston 14749 - Frankston Waterfront Precinct - Frankston Lighting Plan Implementation 14802 - Kareela Reserve, Frankston - Frankston Play Strategy 14803 - Austin Reserve, Seaford - Frankston Play Strategy Implementation
New (excluding adopted on-going works into 2024/25)	27	1	1	25	23	92%	14813 - Peninsula Reserve Upgrade 14882 - Downs Estate Facility Redevelopment & Landscaping Works
Total Projects Due to be Completed	279	10	35	234	222	95%	

EOY PROJECT DELIVERY RATE

94.9%

On-going projects into 2024/25							
Adopted Ongoing (multi-year Projects)	38			14525 - Frankston Arts Centre Forecourt Renewal 14627 - Electric Boxes Beautification 14764 - Mille Bridge Gateway Sculpture 14600 - Nairm Marr Djambana Gathering Place Building Upgrade 14668 - Mechanics Institute Hall Floor Renewal 14181 - Langwarrin Child & Family Centre 14665 - Baden Powell Kindergarten & Maternal Child Health Centre Refurbishment 14811 - Seaford Child & Family Centre 14822 - Aged Care System Renewal 14595 - Frankston Park Master Plan Implementation 14613 - Lloyd Park Skate Park Redevelopment 14716 - Belvedere Precinct Overflow Carparking 14755 - Jubilee Park Landscaping, Lighting and Ancillary Park Infrastructure 14781 - Centenary Park Golf Course Master Plan Implementation - 10th hole 14849 - Centenary Park Golf Course Masterplan Implementation - 18th hole 14332 - George Pentland Botanic Gardens Master Plan Implementation 14530 - Monterey Reserve Master Plan Implementation 14541 - Frankston Open Space Strategy - Olivers Hill Landscape and Lookout Plan, Frankston South 14696 - Baxter Park, Frankston South Master Plan Implementation 14800 - East Seaford Reserve, Seaford - Frankston Play Strategy Implementation 14804 - Heysen Reserve, Skye - Frankston Play Strategy Implementation 14826 - Lisa Beth Mews - New Park (Gifted Land) 14872 - Lucerne Reserve, Frankston - Frankston Play Strategy Implementation 14873 - Alicudi Reserve, Frankston South - Frankston Play Strategy Implementation 14874 - Brunel Reserve, Seaford - Frankston Play Strategy Implementation 14198 - Robinsons Road Shared User Path (Peninsula Trail to Baxter Trail)			
Carried Over from 2022/23 (including multi year on-going projects into 2024/25)	12			14683 - Frankston Regional Arts Trail 14611 - Ballam Park Athletics Pavilion Refurbishment 14636 - Frankston Basketball & Gymnastics Centre 14744 - Seaford Wetlands Rejuvenation - Wayfinding Signage 14745 - Seaford Wetlands Rejuvenation - Facilities Upgrades and Interpretive Signage 14805 - Monique Reserve, Langwarrin - Frankston Play Strategy Implementation 14544 - Street Lighting Renewal Program (1,423 Mercury Vapour MV80 Lights to 17W LED Lights) 14655 - Baxter Park Dam Safety Improvements 14682 - Kananook Commuter Car Park 14581 - Frankston Revitalisation Action Plan - Greenlink (Baxter Trail, City Centre - Monash University) 14618 - Belvedere Local Area Traffic Management 14676 - LXR Community Assets Improvements			
New Ongoing (multi-year Projects)	10			14890 - Frankston Park Oval Reconstruction 14894 - Centenary Park Golf Course Masterplan Implementation – Toilet Renewal at 13th Hole 14818 - Sandfield Reserve Playspace 14886 - Sandfield Reserve Active Recreation Areas and Facility Upgrade 14905 - Athol Reserve - Frankston Play Strategy Implementation 14906 - Lloyd Park District Playspace, Langwarrin - Lloyd Park Master Plan Implementation 14762 - Seaford Wetlands Unformed Interface (along Greaves Court) ts to Peninsula Link Trail) 14904 - Nepean Boulevard Early Works - Greening the Boulevard 14907 - City Centre Parklet Refresh and Renewal 14897 - Datacentre Compute and Storage Renewal			
Total On-going Projects	60						
Total Projects	339						

Project Status as at end March 2024	Total Active Projects	Not Yet Started	Planning and Scoping	Design and Documentation	Procurement	Delivery	Handover / Completed
Totals	294	2	7	36	28	153	68
% Split	100%	1%	2%	12%	10%	52%	23%
Completed	44	0	0	1	0	9	34
OK (Ahead of schedule or within 1 month of schedule)	245	1	6	35	28	142	33
Watch (Delayed by 1 - 2 months of schedule)	2	0	0	0	0	1	1
Intervene (Delayed beyond 2 months of schedule)	0	0	0	0	0	0	0
Not Started	3	1	1	0	0	1	0

FULL YEAR								
PROGRAM OVERVIEW	Adopted Budget 2023/24	Carry Over from 2022/23	Revised Budget at Start FY	Movement	Adjusted Budget (EOY)	Forecast (EOY)	YTD Actual	Expenditure & CY Commitments (YTD)
TOTALS	78,422,000	17,014,036	95,436,036	- 2,720,062	92,715,974	88,994,846	46,667,378	83,841,249

## Ongoing / Multi-Year Projects

The following list of 60 projects are projects are continuing into 2024/25 and not due for completion by end of June 2024.

Item	Project No. & Project Title
1.	14525 - Frankston Arts Centre Forecourt Renewal
2.	14627 - Electric Boxes Beautification
3.	14683 - Frankston Regional Arts Trail
4.	14764 - Mile Bridge Gateway Sculpture
5.	14600 - Nairn Marr Djambana Gathering Place Building Upgrade
6.	14668 - Mechanics Institute Hall Floor Renewal
7.	14181 - Langwarrin Child & Family Centre
8.	14665 - Baden Powell Kindergarten & Maternal Child Health Centre Refurbishment
9.	14811 - Seaford Child & Family Centre
10.	14822 - Aged Care System Renewal
11.	14595 - Frankston Park Master Plan Implementation
12.	14611 - Ballam Park Athletics Pavilion Refurbishment
13.	14613 - Lloyd Park Skate Park Redevelopment
14.	14636 - Frankston Basketball & Gymnastics Centre
15.	14716 - Belvedere Precinct Overflow Carparking
16.	14755 - Jubilee Park Landscaping, Lighting and Ancillary Park Infrastructure
17.	14781 - Centenary Park Golf Course Master Plan Implementation - 10th hole
18.	14849 - Centenary Park Golf Course Masterplan Implementation - 18th hole
19.	14890 - Frankston Park Oval Reconstruction
20.	14894 - Centenary Park Golf Course Masterplan Implementation – Toilet Renewal at 13th Hole
21.	14332 - George Pentland Botanic Gardens Master Plan Implementation
22.	14530 - Monterey Reserve Master Plan Implementation
23.	14541 - Frankston Open Space Strategy - Olivers Hill Landscape and Lookout Plan, Frankston South
24.	14696 - Baxter Park, Frankston South Master Plan Implementation
25.	14744 - Seaford Wetlands Rejuvenation - Wayfinding Signage
26.	14745 - Seaford Wetlands Rejuvenation - Facilities Upgrades and Interpretive Signage
27.	14800 - East Seaford Reserve, Seaford - Frankston Play Strategy Implementation
28.	14804 - Heysen Reserve, Skye - Frankston Play Strategy Implementation
29.	14805 - Monique Reserve, Langwarrin - Frankston Play Strategy Implementation
30.	14818 - Sandfield Reserve Playspace
31.	14826 - Lisa Beth Mews - New Park (Gifted Land)
32.	14872 - Lucerne Reserve, Frankston - Frankston Play Strategy Implementation

Item	Project No. & Project Title
33.	14873 - Alicudi Reserve, Frankston South - Frankston Play Strategy Implementation
34.	14874 - Brunel Reserve, Seaford - Frankston Play Strategy Implementation
35.	14886 - Sandfield Reserve Active Recreation Areas and Facility Upgrade
36.	14905 - Athol Reserve - Frankston Play Strategy Implementation
37.	14906 - Lloyd Park District Playspace, Langwarrin - Lloyd Park Master Plan Implementation
38.	14544 - Street Lighting Renewal Program (1,423 Mercury Vapour MV80 Lights to 17W LED Lights)
39.	14655 - Baxter Park Dam Safety Improvements
40.	14682 - Kananook Commuter Car Park
41.	14198 - Robinsons Road Shared User Path (Peninsula Trail to Baxter Trail)
42.	14581 - Frankston Revitalisation Action Plan - Greenlink (Baxter Trail, City Centre - Monash University)
43.	14604 - Jubilee Park Stadium Traffic Management Strategy
44.	14618 - Belvedere Local Area Traffic Management
45.	14676 - LXR Community Assets Improvements
46.	14677 - Carrum Downs Recreation Reserve - Carpark & Traffic Management Improvements
47.	14710 - Humphries Road / Mountain Avenue Roundabout Upgrade
48.	14762 - Seaford Wetlands Unformed Interface (along Greaves Court) to Peninsula Link Trail
49.	14859 - Central Frankston - Shared User Path Connections
50.	14860 - Ferndale Reserve Shared User Path Connector (Ferndale Reserve to Peninsula Link Trail)
51.	14904 - Nepean Boulevard Early Works - Greening the Boulevard
52.	14907 - City Centre Parklet Refresh and Renewal
53.	14718 - Nepean Boulevard Master Plan Development & Design for Early Works Package
54.	14641 - Future Ready Frankston Implementation
55.	14727 - IT Strategy - Cloud Implementation
56.	14729 - IT Strategy - Cyber Security
57.	14730 - IT Strategy - Enhance Integration
58.	14732 - Microsoft 365 and Teams Calling
59.	14832 - Project Management System
60.	14897 - Datacentre Compute and Storage Renewal



## Service Delivery 2023/24 Capital Works Program - Status at end March 2024

LTIP Service Program	Total Number of Projects	Adopted Budget (\$)	Adjusted Budget (\$)	YTD Actual Expenditure (\$)	YTD Actual Expenditure + CY Commitments (\$)	Forecast Expenditure (\$)	Forecast Carry Forward (\$)	Program Variance (\$)	YTD % of Adj. Budget (Actual + Commitments Vs Adjusted Budget)	EOY % of Adj. Budget (Forecast Vs Adjusted Budget)
Arts and Culture	18	2,612,000	2,601,096	1,634,736	2,232,178	2,435,698	149,350	-16,048	85.8%	93.6%
Community Development	11	1,282,000	1,493,732	727,996	1,265,286	1,370,638	30,000	-93,094	84.7%	91.8%
Community Health	8	1,910,000	1,376,050	804,639	1,001,201	1,255,670	50,000	-70,380	72.8%	91.3%
Community Safety	4	167,000	658,571	436,361	616,402	658,526	-	-45	93.6%	100.0%
Sport and Recreation	63	17,487,000	29,704,262	20,150,696	30,987,723	29,491,581	364,505	151,824	104.3%	99.3%
Biodiversity and Open Space	69	8,732,000	11,703,030	4,773,227	9,434,402	10,789,323	920,211	6,504	80.6%	92.2%
Climate Change Action	6	642,000	787,347	91,686	249,280	739,965	-	-47,382	31.7%	94.0%
Integrated Water	13	2,014,000	1,610,360	294,078	920,992	1,536,464	-	-73,896	57.2%	95.4%
Waste and Recycling	7	446,000	301,000	99,810	107,668	299,925	-	-1,075	35.8%	99.6%
Parking	2	20,200,000	17,165,195	6,892,635	16,057,970	16,165,194	1,000,000	-1	93.5%	94.2%
Transport Connectivity	47	12,581,000	12,314,957	5,499,888	11,953,516	12,288,787	496,253	470,083	97.1%	99.8%
Economic Development	5	65,000	535,000	51,097	59,997	334,792	200,000	-208	11.2%	62.6%
Urban Revitalisation	18	2,298,000	3,467,450	950,561	1,806,291	2,762,492	580,006	-124,952	52.1%	79.7%
Governance	5	714,000	318,323	130,073	154,521	318,321	-	-2	48.5%	100.0%
Asset Management	23	4,594,000	5,802,316	2,597,172	4,388,581	5,761,133	-	-41,183	75.6%	99.3%
Customer service and experience	4	260,000	328,000	144,920	363,664	327,999	-	-1	110.9%	100.0%
Technology and information	36	2,418,000	2,549,285	1,387,802	2,241,577	2,458,337	-	-90,948	87.9%	96.4%
<b>TOTALS</b>	<b>339</b>	<b>78,422,000</b>	<b>92,715,974</b>	<b>46,667,378</b>	<b>83,841,249</b>	<b>88,994,846</b>	<b>3,790,325</b>	<b>69,197</b>	<b>90.4%</b>	<b>96.0%</b>



SCHEDULE OF CAPITAL WORKS DELIVERY - 2023/24 - Status at end of March 2024

Project Phase	Status
Not Started	OK Project on track
Planning and Scoping	Watch Delayed beyond 1 month but within 2 months of schedule
Design and Documentation	Intervene Delayed beyond 2 months of schedule
Procurement	Completed Completed
Delivery	Withdrawn / Re-allocated Withdrawn, re-allocated or deferred
Handover and Closure	

Progress status of the project at the time of assessment

Month of assessment

	Major Project																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																				
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EOM Capital Works Schedule (EMT Edition) - March 2024 (A5129148).XLSX 3 of 16 23/04/2024

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EOM Capital Works Schedule (EMT Edition) - March 2024 (A5129148).XLSX

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EOM Capital Works Schedule (EMT Edition) - March 2024 (A5129148).XLSX 10 of 16 23/04/2024

	Major Project																	
	Councillor Sponsored Project																	
	Councillor Interest Project		Overall Program Total															
Project No	Project Title	Project Description	Adjusted Budget (EOY)	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Status		
13344	Traffic Management Devices - Renewal Program	Renewal of traffic management devices as identified by condition audits and as required by the Road Renewal Program. Designs to include consideration of Water Sensitive Urban Design (WSUD).	51,000													Completed		
13563	Shared Path Safety Upgrades	Safety upgrades of bicycle paths as identified by the bicycle safety survey. Projects are prioritised based on asset condition from an identified list.	51,000													OK		
13565	Kerb Renewal Program	Renewal of kerbs as identified based on asset condition audit and resident requests. Works are delivered in conjunction with the road renewal program (where practical).	200,000													Completed		
13723	Barrier & Guard Rail Renewal Program	Renewal works relating to road safety barriers as identified during inspections. Priorities are based on hazard, condition, state and severity.	50,000													OK		
13846	Major Bridge Renewal Program	Renewal and minor upgrades to existing Council maintained bridge and pedestrian structures identified from Level 2 condition inspections and recommendations.	100,000													OK		
13847	Minor Bridge & Path Structures Renewal Program	Minor renewal works such as replacement of railings, piles, members in poor condition, and is to be implemented for structures (pedestrian & vehicle bridges, boardwalks and staircases) across the municipality based on asset condition and safety audits.	50,000													OK		
13925	Minor Traffic Treatment Installation	Minor traffic treatments installed following investigation of resident/community, Councillor or officer requests.	25,000													OK		
13958	Reserves Pathway Renewal Program	Renewal of pathways located in Council reserves based on asset condition and resident resident requests.	100,000													OK		
13972	City Centre Pathway Renewal Program	Renewal of footpath areas throughout Frankston Central Activities Area based on asset condition and resident requests.	103,000													OK		
14117	Seaford Local Area Traffic Management	Implementation of the Seaford Local Area Traffic Management (LATM) Study. On ground LATM Treatments include splitter islands, raised school and pedestrian crossings, speed humps, raised pavement intersection treatments, roundabout modifications, new roundabouts, speed limit changes, signage and linemarking improvements.The project will also advocate to other authorities including VicRoads for improvement on declared main roads such as signal installations and speed limit changes and Level Crossing Removal Projects for improvement associated with level crossing works such as pedestrian rail and road crossing improvements.	0													Deferred		
14198	Robinsons Road Shared User Path (Peninsula Trail to Baxter Trail)	Construct a shared user path connection between on Robinsons Road from the Peninsula Link Trail to the Baxter Trail.	30,000													OK		
14408	Barretts Road (Robinsons Road to 120 Barretts Road) - Construction	Construction of Barretts Road, including the construction of a sealed road, kerb and channel, and underground drainage. Project partially funded by the Federal Local Road and Community Infrastructure Program.	616,556													OK		
14413	Kerb and Channel Construction Program	Construction of small sections of missing kerb and channel.	30,000													OK		
14425	Shared Path Renewal Program	Safety upgrades of bicycle paths as identified by a bicycle safety survey, affecting a number of Councils in Melbourne. Projects are prioritised based on asset condition from an identified list.	200,000													OK		
14431	Street Lighting Renewal Program	Renewal of street lights to improve safety throughout the municipality.	31,000													OK		
14538	Minor Pathway Program	To construct small sections of footpath identified through the year by community, officers and Councillor that address accessibility and DDA concerns.	48,000													OK		
14549	McCormicks Precinct Local Area Traffic Management	Installation of traffic management devices as detailed in the McCormick's Precinct Local Area Traffic Management study.	361,776													OK		
14581	Frankston Revitalisation Action Plan - Greenlink (Baxter Trail, City Centre - Monash University)	Construction of a new shared user path to link the Baxter Trail with the Frankston City Centre. Staged construction: - Stage 1 - Shared User Path, Baxter Trail, Monash University to City Centre - Stage 2 - Upgrade connection at local road intersection - Clarendon Street and connector paths.	484,000													Watch		
14604	Jubilee Park Stadium Traffic Management Strategy	Development and implementation of a traffic strategy to improve accessibility issues at Jubilee Park.	25,000													OK		
14618	Belvedere Local Area Traffic Management	Installation of traffic management devices as detailed in the Belvedere Local Area Traffic Management study.	150,000													OK		
14628	Black Spot Program	Installation of traffic management treatments to improve safety under the Black Spot Program.	0													Withdrawn		
14643	Open Space Connections	Municipal wide program for open space walking and cycling connections as per Paths Development Plan and Open Space Strategy.	0													Re-allocated		
14657	Golf Links Road Shared Pathway (Peninsula Link to Baxter Trail)	Design and construction of a shared path on Golf Links Road.	0													Re-allocated		
14664	Minor Asphalt Patching Renewal Program	Minor renewal works on roads - asphalt patching.	156,000													OK		
14670	Pathway Development Plan Implementation Program	Installation of new paths as prioritised under the Pathway Development Plan.	36,376													OK		

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EOM Capital Works Schedule (EMT Edition) - March 2024 (A5129148).XLSX 13 of 16 23/04/2024

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23/04/2024



SCHEDULE OF MAJOR PROJECTS - 2023/24 - Status at end of March 2024

Project Phase	Status
Not Started	OK Project on track
Planning and Scoping	Watch Delayed beyond 1 month but within 2 months of schedule
Design and Documentation	Intervene Delayed beyond 2 months of schedule
Procurement	Completed Completed
Delivery	Withdrawn / Re-allocated Withdrawn, re-allocated or deferred
Handover and Closure	

Progress status of the project at the time of assessment

Month of assessment

		Overall Program Total		92,715,974																								
Project No	Project Title	Project Description	Adjusted Budget (EOY)	Project Comments										Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Status		
Arts and Culture																												
14683	Frankston Regional Arts Trail	2022/23 - Concept / Preliminaries - \$ 48K 2023/24 - Detailed Design - \$100K 2024/25 to 2026/27 - Implementation - \$4,000K  Installation of three murals and seven sculptures including a 360° design on a large water tank, clear signage and directional markers on the Baxter Trail from the Frankston Arts Centre to the McClelland Sculpture Park. The intention of each art piece would be to entice people to stop to enjoy an immersive experience or engage with the art piece and signage / markers will ensure the path is informative and easy to follow.	151,903	ART CURATOR. Advice from Archaeologist Consultant is that no CHMP will be required for any work along the trail alignment. Implementation includes art nodes that include art pieces, soft & hard landscaping and lighting. MTM approval will need to be obtained for new fence between rail line and existing path A procurement process to appoint a curator for the artist component should be completed by end of April. Survey works to be undertaken by June 30. Carry forward amount identified																								OK
Community Development																												
14600	Nairm Marr Djambana Gathering Place Building Upgrade	Renewal of the existing facility to provide a fit-for-purpose as a Neighbourhood House, culturally safe and welcoming, accessible, child safe and environmentally sustainable.	185,000	Masterplan report and concept design works to be presented to Council in April 2024. Masterplan report has included the building concept design.																								OK
Community Health																												
14181	Langwarrin Child & Family Centre	Development of a new (3 playroom) kindergarten facility, MCHC and a community meeting room.	200,000	Architect commenced design development. Aiming to advertise the construction tender in June and appoint builder in September 2024.																								OK
14665	Baden Powell Kindergarten & Maternal Child Health Centre Refurbishment	Refurbishment of the Baden Powell Kindergarten & Maternal Child Health Centre.	100,000	Demolition of existing Kindergarten and MCH Building and construction of new modular Kindergarten and MCH building including new carpark. Concept design completed. VSBA has appointed consultant and builder. The original construction commencement date in April 2024 is delayed. Forecast to carry forward \$50k as the work is not started as anticipated due to the delay from VSBA side.																								OK
14738	Riviera Pre-school Renewal & Expansion	Renewal and expansion of the existing single unit kindergarten located in Newton Street, Seaford to create a double unit kindergarten. 2022/2023 works include a feasibility study and subsequent construction.	576,050	Project has been completed.																								Completed
14811	Seaford Child & Family Centre	Provision of a new (3 playrooms) kindergarten facility, MCHC and a community meeting room.  This project would result in the consolidation of Seaford Kindergarten and the Seaford MCH.	100,000	Architect commenced design development. Aiming to advertise the construction tender in June and appoint builder in September 2024.																								OK

		Overall Program Total	92,715,974															
Project No	Project Title	Project Description	Adjusted Budget (EOY)	Project Comments	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Status	
Sport and Recreation																		
14221	Jubilee Park Indoor Multipurpose Netball Complex	Construction of a new indoor stadium to deliver a multisport facility for netball and basketball including an indoor cricket training hub, café and meeting room and amenities to service outdoor courts and the third oval. Works include: Stadium construction Additional car parking Forecourt construction and landscaping Pathway connections to the broader reserve and outdoor courts Directional and interpretive signage.Project jointly funded by Local, State and Federal Governments.	3,402,726	The new Stadium currently in defect rectification stage.													OK	
14247	Eric Bell Reserve Pavilion Upgrade	Construction of a new 2 storey pavilion including change rooms, umpire rooms, first aid, storage and public toilets on ground floor, social room, kitchen, servery, meeting space and storage on first floor.  Works include pavilion construction, integration of smart technologies, car park integration, car park lighting, pathway connections, ball retainment fences, oval connection including gates from change rooms to oval, external landscaping and beautification.	6,974,524	Construction works are progressing on site with plastering, service fit-off, painting and civil works underway during March 2024. Pavilion construction is scheduled for completion during May 2024. \$377,230 allocated project savings during January reporting.													OK	
14280	Kevin Collopy Pavilion Upgrade at Jubilee Park	Redevelopment to include an extension to accommodate female friendly facilities, umpires facilities, canteens, storage and first aid rooms.  Works include pavilion construction, landscaping and beautification, integration of smart technologies, car park integration, car park lighting, pathway connections, oval connection including gates from change rooms to ovals.	4,881,000	Works commenced July 2023 and progressed to lock up and wall linings to end of March 2024 - Tracking for late June 2024 completion approx. two months delay to program An amount of \$400,000 is identified as potential surplus in allocated budget reducing loan borrowings required and forecasting \$150K CFWD to 24/25													OK	
14355	Healthy Future Hub (formerly Linen House Upgrade) at Belvedere Reserve	Redevelopment of the Belvedere Facility (Linen House) to accommodate use as a Healthy Futures Hub. The Healthy Futures Hub will be an accessible community facing multipurpose facility with a welcoming entrance, foyer and community café. It will cater for a range of different providers with offerings around community sport, all abilities programs and community health and wellbeing.	338,156	The Healthy Futures Hub was officially opened in August 2023. Commissioning , defects rectification and minor additional works underway . \$215,539 allocated project savings during January reporting.													OK	
14500	Lloyd Park Football Pavilion Upgrade	Renewal of the AFL/Cricket pavilion at Lloyd Park.	4,534,895	Construction completed, and defects liability period is to be one year.													OK	
14576	Jubilee Park Master Plan Implementation (West Precinct)	Construction of a new entry point to Jubilee Park via Hill Street, reconstruction of the old trotting track oval, upgrade of power to the site, sportslighting, connecting paths and landscaping.	305,000	The work has been completed as per the contract, except for the additional sight screen between the two ovals. This is to be discussed with sponsor as the budget is insufficient for the sight screen proposed.													OK	
14616	Long Island Tennis Club Upgrade	Replacement of the Long Island Tennis Club pavilion including foreshore public toilet amenities and court upgrades.	0	Project withdrawn and budget reallocated.													Withdrawn	
14636	Frankston Basketball & Gymnastics Centre	Renewal and expansion of existing basketball facility to include a gymnastics centre at Kananook Reserve.	267,575	The schematic design phase further progressed during March 2024. Updated layout plans and initial 3D renders were presented to stakeholder reference group and project advisory group. Design was further refined to incorporate feedback received. Forecasts include \$200K expenditure to be brought forward to 23/24FY year due to design phase progressing ahead of schedule.													OK	
14755	Jubilee Park Landscaping, Lighting and Ancillary Park Infrastructure	Redevelopment at Jubilee Park landscaping, lighting and ancillary park infrastructure. 2022/2023 works relate to the design phase.	500,000	Budget was adjusted at Mid Year Review. Procurement is underway and currently being evaluated to anable contract is to be awarded in April 2024.													OK	
Biodiversity and Open Space																		
14191	Ballam Park Regional Playspace Upgrade	Staged implementation of the Ballam Park Master Plan. Works include: Front entrance upgrade New regional play space.	361,049	Contractor has been appointed and commenced fabrication off-site. Works will commence on site in Week 2 April for completion in late April 2024.													OK	
14332	George Pentland Botanic Gardens Master Plan Implementation	Master Plan Implementation at George Pentland Botanic Gardens. 2022/2023 works relate to the events space and 'wild' play.	300,000	Contractor to undertake construction of Picnic Area at GPBG has been appointed. Shelter fabrication works are happening offsite. Construction onsite is expected to commence in May and due for completion by late June 2024. It is projected that there will be savings of \$20k which can be reallocated to Carrum Downs Reserve Carpark Project.													OK	

		Overall Program Total	92,715,974															
Project No	Project Title	Project Description	Adjusted Budget (EOY)	Project Comments	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Status	
14530	Monterey Reserve Master Plan Implementation	Implement outstanding recommendations of the master plan to the southern part of Monterey Reserve including consultation with the community around participation needs and improving park amenities including: - Integration of the northern half of the reserve with community activities in the southern half of the reserve - Improved amenity and access - Concise connections to surrounding precinct - Installation of a district level play space incorporating seniors / adult and intergenerational play.  23/24 Works - Design Services for the implementation of the Youth Space.	100,000	Evaluation progressing. Consultant will be appointed in April to commence staged development of the plan. This will progress through into 2024/25.													OK	
14603	Seaford Wetlands Rejuvenation – Canal Bridge Construction	This project is a component of the Seaford Wetlands Rejuvenation Program to construct a shared use path bridge connecting Eel Race Road and the Seaford Wetlands including connecting paths and signage.	1,305,080	Minor electrical works are pending. Bridge will open to public late April 2024. Delays related to new meter connection.													OK	
14654	Urban Forest Action Plan - Tree Planting on Major Roads	Recurrent Budget - \$200K  Urban Forest Action Plan 2021/22 - Cranbourne Road - \$200K 2022/23 - Frankston Dandenong Road - \$200K (\$31K carried forward)  Tree planting and vegetation improvement works - Cranbourne Road, Karingal Drive and Frankston Dandenong Road.	216,845	Cranbourne Road - Tree planting and vegetation works have been carried out on the south side of Cranbourne Road, with the exception of a section opposite Karingal Hub. Plans have been finalised for further tree planting on the north side and for opposite Karingal Hub. Underground and overhead services are impacting the ability to plant trees along Cranbourne Road. Planting is scheduled for April / May 2024. Plans are attached as part of MPAC report. Karingal Drive - Tree planting opportunities in Karingal Drive are limited however any opportunities will be incorporated in to plans for Cranbourne Road for planting in autumn 2024.													OK	
14696	Baxter Park, Frankston South Master Plan Implementation	Implementation of the Baxter Park Masterplan to support a diversity of sporting, vegetation management, WSUD, play, dog walking and unstructured recreation for existing residents.	100,000	A civil design consultant has been appointed and design works commenced. This is a multi-year contract with works continuing in 2024-25 subject to funding.													OK	
14743	Seaford Wetlands Rejuvenation - Landscaping and Environmental Works	This project is a component of the Seaford Wetlands Rejuvenation Program (\$3.5M) funded by DELWP, to undertake revegetation and habitat improvements within the wetland.	136,019	Environmental works completed. The balance funds will be moved to FY 24/25 towards CW14745 to facilitate facilities construction at part of broader Seaford Wetlands project. Facilities works cannot be completed in FY 23/24 as there is a limited window of construction as per EPBC report which only allows construction in cooler months between April to July.													Completed	
14744	Seaford Wetlands Rejuvenation - Wayfinding Signage	This project is a component of the Seaford Wetlands Rejuvenation Program (\$3.5M) funded by DELWP, to install interpretive and wayfinding signage and a livestreaming station within the wetland.	236,262	Initial concept has been developed by the consultant for the location and style of the wayfinding signage. Prototypes of four of the sign types are underway. Content development is underway for all the sign types.													OK	
14745	Seaford Wetlands Rejuvenation - Facilities Upgrades and Interpretive Signage	This project is a component of the Seaford Wetlands Rejuvenation Program (\$3.5M) funded by DELWP, to upgrade the infrastructure within the wetland.	471,660	Evaluating quotation to undertake construction of new viewing platform and shelter, expecting to appoint contractor mid April 2024 and commencement of works onsite in May 2024. ISSUES: Melbourne Water approval is still required and CHMP concerns are being resolved.													OK	
14816	Sandfield Reserve Youth Space	2023/24 - Design and constrction - \$851,387  Creation of a youth space within Sandfield Reserve as detailed in the Sandfield Reserve Masterplan. Scope includes the installation of activity wall, bleacher seating, shade structure, multi-use cour, integrated lighting and a skate facility.	851,387	Construction of the Sandfield Reserve Youth Space are progressing well with works on track for completion in May 2024.													OK	
14818	Sandfield Reserve Playspace	2023/24 - \$971,208 2024/25 - \$200,000  Installation of an expanded play space within Sandfield Reserve as detailed in the Sandfield Reserve Masterplan. Scope includes the installation of artifical creek bed & topography, play area & equipment, grass picnic area with shade trees, lighting & electrical works.	51,908	The design for the play space is continuing which will inform the tender process for the construction. Works to be tendered in May 2024 for construction in August 2024/25 financial year as per the state government funding agreement . ISSUES - Coordination with other components for the implementation of the Master Plan.													OK	
14886	Sandfield Reserve Active Recreation Areas and Facility Upgrade	Development of park revitalization improvements at Sandfield Reserve including paths, pedestrian lighting, multi use grass area and new community meeting space.	200,000	Active Facility Upgrade design consultant is currently working on concepts and the the first draft was presented in March 2024 in line with set timelines.													OK	

		Overall Program Total	92,715,974															
Project No	Project Title	Project Description	Adjusted Budget (EOY)	Project Comments	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Status	
14906	Lloyd Park District Playspace, Langwarrin - Lloyd Park Master Plan Implementation	Design & installation of a new district play space at Lloyd Park in Langwarrin, as detail in the Lloyd Park Master Plan.	25,000	Project not yet started, planning and due diligence will be started in May with completion expected by the end of July.													Not Started	
Climate Change Action																		
14544	Street Lighting Renewal Program (1,423 Mercury Vapour MV80 Lights to 17W LED Lights)	Renewal of street lights across the municipality resulting in an environmental performance increase and reduction in electricity costs and greenhouse emissions.	549,133	Street light audit completed and compliance assessment in progress. Compliance assessment will be completed by mid-April.													OK	
Integrated Water																		
14655	Baxter Park Dam Safety Improvements	Design and implementation of safety improvement and amenity works at Baxter Dam.	234,055	Consultant has provided responses to internal stakeholders' feedback/questions on the concept design. CHMP and vegetation assessment components are underway.													OK	
Parking																		
14682	Kananook Commuter Car Park	Construction of a new multi-deck car park adjacent to Kananook Station and the Frankston Basketball Stadium at Kananook Reserve. Car park will provide 312 new car spaces for users of these facilities.	17,165,195	Builder Ireland Brown Constructions (IBC) has completed foundations and precast panel for Ground Floor. Ground and First floor slab construction is in progress.Required ground stabilisation has pushed out the project completion date by approx. 2 months with completion now scheduled for late August 2024. Carry Forward of \$ 2 Million is projected into FY 2024/25. Wells Rd and Bardia Ave Intersection Upgrade and Signalisation- This project is part of the Kananook Commuter Car Park Project, but it is taken up separately. Contractor appointment was completed in Dec 2023. On ground construction commencement is projected to be in May 2024 with a 20-week construction period. DTP approval is taking significantly longer than allowed in the schedule.													OK	
Transport Connectivity																		
14117	Seaford Local Area Traffic Management	Implementation of the Seaford Local Area Traffic Management (LATM) Study. On ground LATM Treatments include splitter islands, raised school and pedestrian crossings, speed humps, raised pavement intersection treatments, roundabout modifications, new roundabouts, speed limit changes, signage and linemarking improvements.The project will also advocate to other authorities including VicRoads for improvement on declared main roads such as signal installations and speed limit changes and Level Crossing Removal Projects for improvement associated with level crossing works such as pedestrian rail and road crossing improvements.	0	Project will need to be deferred to FY 24/25 as external funding in FY 2023/24 has been rejected. Funding application for FY 24/25 has been made.													Deferred	
14408	Barretts Road (Robinsons Road to 120 Barretts Road) - Construction	Construction of Barretts Road, including the construction of a sealed road, kerb and channel, and underground drainage. Project partially funded by the Federal Local Road and Community Infrastructure Program.	616,556	Civil works are 90% complete. Public lighting works have been completed. Delays are being experienced with obtaining approvals from United Energy to relocate power poles in front of Lawton Reserve. Estimated project completion is July.													OK	
14581	Frankston Revitalisation Action Plan - Greenlink (Baxter Trail, City Centre - Monash University)	Construction of a new shared user path to link the Baxter Trail with the Frankston City Centre. Staged construction: - Stage 1 - Shared User Path, Baxter Trail, Monash University to City Centre - Stage 2 - Upgrade connection at local road intersection - Clarendon Street and connector paths.	484,000	MTM has requested that the Council build a permanent fence between SUP and the rail track. Although MTM has approved this request partially. However, obtaining approval from MTM is a very slow and tedious process. Once the fence is installed, it is expected that the approval process for the construction of the path may be simplified. However, the delivery dates are uncertain due to pending approval from MTM as well as other works. MTM requested additional requirements before provide approvals, which will be additional cost to the project.													Watch	
14676	LXRP Community Assets Improvements	The following projects are to be designed (21/22) & constructed (22/23 & 23/24) using funding provided by LXRP: 1. Shared use path between Skye Road and Frankston Station 2. Kananook Creek interpretative trail 3. Shared use path connections on Seaford Road and Skye Road 4. Car parking and kerb works along Bardia Avenue, Seaford 5. Other related projects.	1,755,756	Dandenong Rd East Shared User Path has been completed, with the path open to the public. Landscaping works are due for completion in April 2024. Contractor to undertake construction of Seaford Rd SUP has been appointed, awaiting MOA approval from DTP. Planning to commence works late April and completion by June 2024. Quotations to undertake Skye Rd SUP are closing on 10 April 2024. Landscaping Works at Dandenong Rd E are due for completion by end of April 2024.													OK	

			Overall Program Total	92,715,974													
Project No	Project Title	Project Description	Adjusted Budget (EOY)	Project Comments	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Status
Economic Development																	
14904	Nepean Boulevard Early Works - Greening the Boulevard	Delivery of new entry median planting in two locations (near Mile Bridge and the Waterfront Playground) within the Nepean Boulevard project corridor.	340,000	Finalising design for landscape works, procurement in April/May with delivery commencing in June. This is a multi year project with a \$200k carry forward.													OK
Urban Revitalisation																	
14663	Frankston Revitalisation Action Plan - Nepean Highway (Davey Street - Playne Street) Median Revitalisation	Remove clutter and old barriers in the median and install new landscaping treatments beneath trees and feature tree lighting including the Nepean Highway Clock Tower.	83,050	<p>Installation of lights at the Grimwade clock tower completed in December. Electrical switchboard upgrade has been completed. Coloured lights have been programmed and a night test will be organised.</p> <p>Nepean Hwy median lighting - Tree root and tree preservation issues have prevented the light pole as proposed to be installed. Council agreed to include this project in the early works package of Nepean Hwy.</p> <p>ISSUES An alternative location for the light poles is being explored. Total expenditure to be determined to allow for budget to be amended</p>													OK
14718	Nepean Boulevard Master Plan Development & Design for Early Works Package	Development of the Nepean Boulevard Master Plan for Council endorsement including traffic assessment, stakeholder/authority/community engagement and BLCAC collaboration. Development of the Early Works designs including Features and Levels Survey, Mile Bridge lighting, Tree Illumination between Davey and Beach Street.	705,058	Development of the Master Plan underway in liaison with DTP. Program delays due to iterative traffic modelling required by DTP in order to inform design response. Community Engagement moved from April to June with an effort to still achieve the final plan by caretaker. This is subject to DTP in principal for a new cross section treatment. Early Works approvals progressing with procurement activities commenced. Feature & Levels Survey complete. Adjusted program presented to Councillors - 26.03.24.													OK
Governance																	
11987	Frankston Yacht Club Alterations & Fitout	Fit-out of the first floor of the Frankston Yacht Club facility for a restaurant and alterations to the ground floor café.	187,323	Lift installed and commissioned - Remaining Budget of \$70K to be reassessed pending further information on 1st floor use and fit out via incoming Hospitality Operator -													OK
Asset Management																	
14720	Electric Vehicles – Charging Infrastructure & EV Vehicle Acquisition	Purchase one electric vehicle with decals and undertake a feasibility / design of implementing charging infrastructure at the Frankston Civic Centre.	100,000	Requirements Draft completed. Under final review with project team before going to market.													OK
Customer service and experience																	
14642	Smart Cities Implementation	Implement smart city technology as identified in the Future Ready Frankston corporate strategy.	46,000	Procurement is finalized. Contract awarded to Delos Delta. Preparation activities of project implementation finalised.													OK

**Executive Summary****12.4 Consolidated Performance Report - including Peninsula Leisure - Q3 - January to March 2024**

*Enquiries: (Caroline Reidy: Corporate and Commercial Services)*

Council Plan

Level 1:

6. Progressive and Engaged City

Level 2:

6.1 Ensure sustainable financial management and the strategic allocation of resources to deliver planned infrastructure and services

**Purpose**

To present to Council the 2023-24 Quarter Three Consolidated Performance Report and 2023-24 Quarter Three Peninsula Leisure Performance Report.

**Recommendation (Director Corporate and Commercial Services)**

That Council:

1. Receives the 2023-24 Quarter Three Consolidated Performance Report;
2. Receives the 2023-24 Quarter Three Peninsula Leisure Performance Report; and
3. Resolves that Attachment B - 2023-2024 Quarter Three Peninsula Leisure Performance Report - remains confidential indefinitely as it contains private commercial information (Local Government Act 2020, s(3)(g)). 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.

**Key Points / Issues**

Council adopted the 2023-27 Budget and year 3 Council Plan Initiatives at the Council Meeting held on 22 May 2023.

**Definitions:**

**Operating Result:** The operating result is the net financial position and includes the impact of non-operating or once off items such as capital grants. This net position is used to fund the capital works program.

**Underlying Result:** The underlying result is directly attributable to operations and excludes items such as capital grants and contributions and non-monetary assets. The impact of the underlying operating result is of most concern as this is the **key indicator of financial performance**.

**Summary of Financial Performance****2023-24 Quarter Three Performance**

- The consolidated financial performance for Frankston City Council (including Peninsula Leisure) is as follows:
  - An actual operating result of \$54.108 million which is \$3.569 million favourable compared to the third quarter 2023-24 adopted budget position.

**12.4 Consolidated Performance Report - including Peninsula Leisure - Q3 - January to March 2024****Executive Summary**

- An **underlying result** of \$37.899 million which is a \$6.647 million favourable variance compared to the third quarter 2023-24 budget position of \$31.252 million surplus.
- The factors attributed to Frankston City Council's portion of these results are listed under the Financial Performance section in **Attachment A**.
- The balance sheet and cash flow position are currently financially stable as at 31 March 2024.
- The quarter three financial performance for Frankston City Council (excluding Peninsula Leisure) is as follows:
  - An actual operating result of \$52.814 million which is \$2.268 million favourable compared to the third quarter 2023-24 adopted budget position.
  - An **underlying result** of \$36.605 million which is a \$5.346 million favourable variance compared to the third quarter 2023-24 budget position of \$31.259 million surplus.
- The Quarter Three Performance Report provides a status of initiatives delivering towards each of the six outcomes identified in the 2021-25 Council Plan. Of the 124 annual initiatives to be delivered, 99 per cent are on track or have been completed (123/124).
- Key Council Plan performance highlights for this quarter include:
  - Think Local Month in March saw \$100,000 grants provided to local businesses to engage local suppliers and the month culminated with a Small Business Expo held at the Frankston Arts Centre.
  - Publicly available information was expanded on Council's website and Transparency Hub.
  - Digitisation of the Health Register for existing Food and health Businesses.
- Peninsula Leisure Pty Ltd (PL) is a company wholly owned by Council and charged with the management of Council's two aquatic facilities and a skatepark – PARC, Pines Forest Aquatic Centre and Frankston Skatepark.
- The PL Quarterly Performance Report for period ended 31 March 2024 is attached (Attachment B) and the key highlights include:
  - Frankston Skatepark has successfully transitioned across to PL and in February hosted their first major event – the Skate Park League which focused on positive participation in Skateboarding, Scoot and BMX competitions with 70 participants and many spectators contributing to the atmosphere on the day.
  - Pines Forest Aquatic Centre had a successful summer season with strong attendances and the facility was kept open for an additional two weeks over the April school holidays.
  - PL supported several community events over the quarter including the Frankston Swim Classic, Waterfront Festival Peninsula Health's Feb50 Challenge and Rotary's Birth Tree Unveiling.

**12.4 Consolidated Performance Report - including Peninsula Leisure - Q3 - January to March 2024****Executive Summary**

- PL delivered a stronger than projected financial result for the year-to-date. This is largely due to the stronger than projected membership income result, coupled with expenditure savings made to-date.
- Water safety education remained a key focus over summer with the Can Swim pilot programs, Water safety Week, and Watch around Water campaign.

**2023-24 Forecast Full Year Performance**

- Council's financial position has been significantly impacted since 2020 for many reasons, the majority of which have been outside of the control of Council. There are several common economic pressures affecting the whole local government sector including global economic uncertainty, interest rate increases and the rising cost of materials, utilities and other services. Management continues to focus on finding efficiencies across the organisation to ensure Council is well placed to meet these challenges while operating in a revenue-constrained environment.
- Costs of delivering services has far exceeded the rate capping percentage in an economic climate with high inflation and 13 interest rate increases since April 2022.
- Council's consolidated forecast full year **underlying position** for June 2024 is indicating a deficit of \$2.309 million, this is a \$2.115 million favourable variance compared to the 2023-24 adopted budget position of \$4.424 million deficit.
- Peninsula Leisure Pty Ltd (PL) are forecasting a surplus position of \$0.435 million which is ahead of their break-even budget for 2023-24 and is driven by higher than expected membership income coupled with expenditure savings made to date.
- Excluding Peninsula Leisure, the forecast full year **underlying position** for Frankston City Council is \$1.671 million favourable to the annual adopted budget.
- Operating pressures have been impacted across all areas in Council, in particular on parking infringement income, car park revenue, higher Work Cover premium, utility and software maintenance costs, along with the impact of the recently negotiated EBA. Management have worked diligently to find savings across all service areas of the Council to accommodate these pressures. The economic outlook and the ongoing financial sustainability challenges in the sector mean continued caution is required as we finalise the budget for 2024-25 and beyond.
- Financial management principles developed by the Executive Management Team in August 2023 have been enhanced to embed service planning and recruitment guidelines and to ensure the organisation maintains the momentum of innovation and efficiency. These principles were shared with leaders across the organisation who manage budgets, forecasts and actual spend/revenue. They provide guidance and a consistent approach to financial challenges as they occur. Early detection assists the Executive Management Team to make informed decisions and minimise an adverse impact by the end of the financial year.

**12.4 Consolidated Performance Report - including Peninsula Leisure - Q3 - January to March 2024****Executive Summary**

- Management reviews the forecast financial position frequently to ensure the organisation is focussed on addressing these challenges early. The financial outcomes are actively monitored to ensure that Council operates within the established budget parameters and builds long term financial sustainability.
- Council's consolidated operational financial result for the forecast full year indicates a surplus of \$30.731 million, this is a \$2.743 million favourable variance compared to the 2023-24 adopted budget position of \$27.988 million surplus. This variance is driven by efficiencies identified across various parts of the organisation as there is a continued focus on financial sustainability in service delivery.
- PL are forecasting a surplus position of \$0.435 million which is ahead of their break-even budget for 2023-24 and is driven by higher-than-expected membership income coupled with expenditure savings made to date.
- The delivery of the 2023-24 Capital Works Program is tracking well with the end of financial year forecast expenditure of \$88.836 million against an adopted budget of \$78.422 million. This includes \$17 million in works carried forward from the prior year.

**Financial Impact**

There are no financial implications associated with this report.

**Consultation****1. External Stakeholders**

These reports do not require community consultation. EMT have reviewed and endorsed the financial results. Chair of PL, Ms Julie Busch and Chief Executive Officer of PL, Ms Kath Thom provided the Performance Report of Peninsula Leisure.

**2. Other Stakeholders**

There are no other stakeholders.

**Analysis (Environmental / Economic / Social Implications)**

This report does not have any environmental, economic or social implications for discussion.

**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 Local Government Act 2020 states that a council must prepare and adopt financial policies that give effect to the financial management principles at section 101:

- Revenue, expenses, assets, liabilities, investments and financial transactions must be managed in accordance with a Council's financial policies and strategic plans.

**12.4 Consolidated Performance Report - including Peninsula Leisure - Q3 - January to March 2024****Executive Summary**

- Financial risks must be monitored and managed prudently having regard to economic circumstances.
- Financial policies and strategic plans, including the Revenue and Rating Plan, must seek to provide stability and predictability in the financial impact on the municipal community.
- Accounts and records that explain the financial operations and financial position of the Council must be kept.

Council is required under the Local Government (Planning and Reporting) Regulations 2020 to review the performance of the Council against the Council Plan, at least every six months.

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**

Council has implemented a number of risk mitigation processes including:

- Development of a 10-year Financial Plan which assists in determining Council's financial viability into the future.
- Council is subject to an annual external audit process and also has its own internal audit function which reviews critical processes from time to time.
- Council also has an "Instrument of Delegation" which clearly defines each person's level of financial authority.
- Council has numerous policies and internal checking processes to assist with ensuring that Council's processes and source data is accurate, and the risk of fraud is minimised.

**Conclusion**

The forecast full year consolidated **underlying operating result** is anticipated to be \$2.309 million deficit which compares favourably by \$2.115 million to the 2023-24 adopted budgeted deficit of \$4.424 million following an intense management effort to find efficiencies across the whole organisation.

The 2023-24 Quarter One Council plan and Budget Performance Report highlights that Council is performing well against Council Plan actions and overall is making good progress towards their delivery.

Council is working closely with PL to manage the financial implications of the facility. PL's focus on delivering best practice health and wellbeing programs and services for the community remains at the heart of what PL does.

Reports of Officers	151	13 May 2024 2024/CM5
12.4 Consolidated Performance Report - including Peninsula Leisure - Q3 - January to March 2024		
<b>Executive Summary</b>		

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#### ATTACHMENTS

- Attachment A: [↓](#) Quarter January to March 2024 Performance Report
- Attachment B: Peninsula Leisure Quarter 3 Performance Report -  
**CONFIDENTIAL**

# Quarterly Performance Report

2021-2025

**Council Plan** Year 3 Initiatives

2023-2027

**Budget**

Quarter Three: January - March 2024





### Acknowledgement

Frankston City Council 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 Council is situated.

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Frankston City Council's Vision for the 2021-2025 Council Plan and Budget

**Frankston City.  
Our liveable,  
innovative and  
proud city.**



## Message from the Chief Executive Officer



This is a report to our Community on our performance against the 2021-2025 Council Plan.

Frankston City is required under the *Local Government (Planning and Reporting) Regulations 2020* to review the performance of the Council against the Council Plan, at least every six months. Our quarterly performance report details Frankston City's progress on initiatives for 2023-2024 identified to work towards the six outcomes identified in the Council Plan.

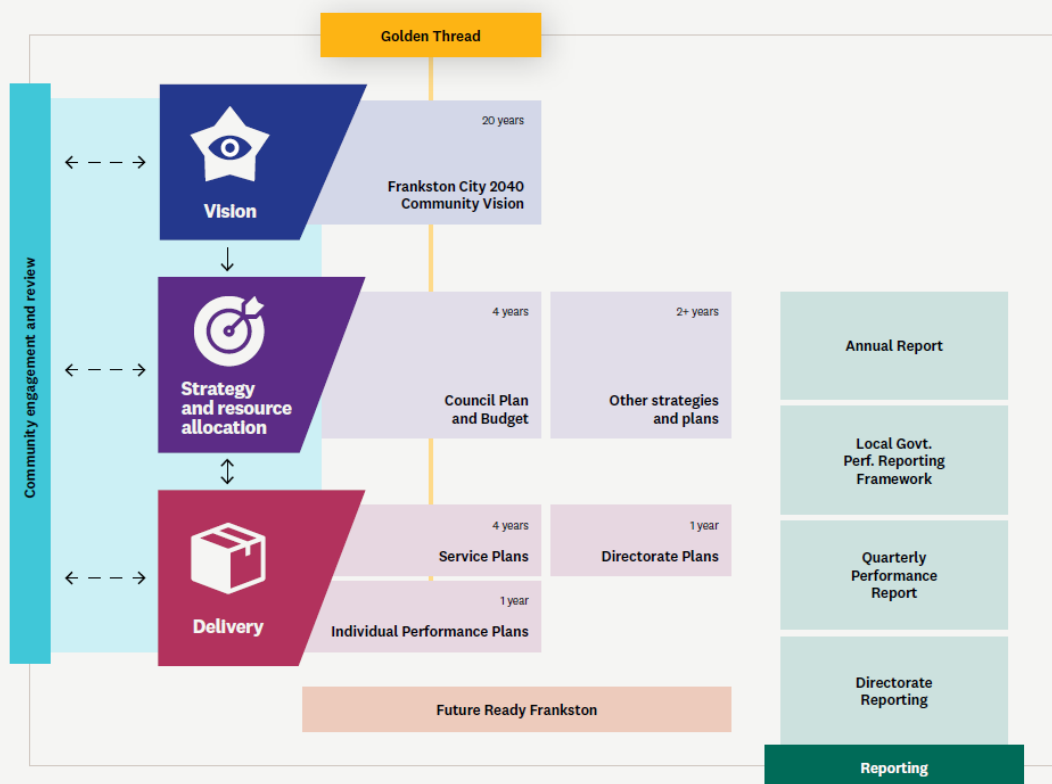
To address the Governance principles in the *Local Government Act 2020*, Frankston has developed an Integrated Planning and Reporting Framework. The green boxes identify the reporting structure. Progress and results are reported back to the community through the Quarterly Performance Report, Local Government Performance Reporting Framework (LGPRF) and the Annual Report.

The quarterly performance report, along with the annual report are the key points of accountability between Council and our community. This report is for our Community on our performance against our Council Plan initiatives.

# Integrated Planning and Reporting

To address the Governance principles in the *Local Government Act 2020*, Frankston has developed an Integrated Planning and Reporting Framework. The green boxes identify the reporting structure. Progress and results are reported back to the community through the Quarterly Performance Report, Local Government Performance Reporting Framework (LGPRF) and the Annual Report.

## Integrated Planning and Reporting Framework



### Other strategies and plans

Including:

- Municipal Planning Strategy
- Risk Management Plan
- Financial Plan
- Revenue and Rating Plan
- Long Term Infrastructure Plan
- Asset Plan
- Workforce Plan
- Health and Wellbeing Plan
- Master plans/Action plans

# Council Plan Outcomes

Our Council Plan has been developed to improve six key outcomes for Frankston City Council.



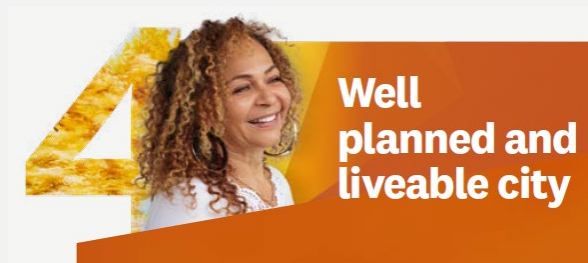
Health, safety and wellbeing of the community is improved through the reduction of harms and opportunities for individuals and families to adopt healthy lifestyles.



Strengthening community through resilience, inclusiveness and the enrichment of arts, culture and diversity.



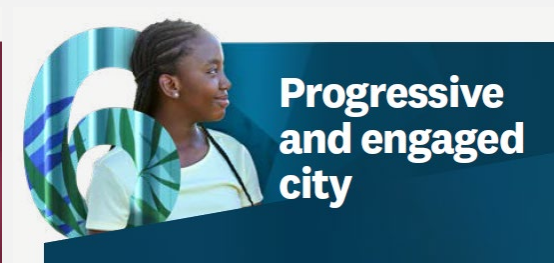
Enhanced sustainability through bold action and leadership on climate change and the protection and enhancement of Frankston City's natural and built environments.



Enhanced liveability through access to, and revitalisation of, Frankston City's places and spaces.



A thriving economy that has strengthened through recovery, created employment and opportunities to build a skilled and educated community that supports sustainable and diverse industries.



A progressive and responsive council that values community voice, service innovation and strong governance.

# Our performance

## Directorate highlights for Quarter Three 2023-2024

### Communities

The Directorate continued to deliver strong results this quarter with a majority of Council Plan actions either on track for completion by 30 June 2024 or completed.

The annual Fire Hazard Inspection Program was completed in February 2024. Under this program, 304 Fire Hazard Inspections were undertaken on private property and 81 Fire Prevention Notices issued. Council's Heat Health plan – which complements the Municipal Emergency Management Plan – was reviewed and finalised with feedback sought from all relevant Units within Council given its operational status. The Emergency Management Communications Plan, a collaborative set of arrangements outlining triggers, responsibilities and actions for the provision of emergency information to the community was also reviewed and finalised.

A heatwave and separate storm event occurred this quarter, which saw the Council emergency management team come together with emergency agencies to plan our response and recovery from these events. Council's interests were considered, and a resource was sent to assist Cardinia Shire who was impacted significantly by the storm event as part of the resource sharing protocol Council is a signatory to.

The Economic Development team delivered Council's first Think Local Month in March, with both promotion and Think Local program activities delivered across the municipality. Think Local Month included an Event Launch, with 60 businesses attending; 22 business workshops, with over 160 participants; local shopping strip activations, with ten local performing artists; a Small Business Expo, with 46 local business exhibitors and 130 visitors; and 100 Think Local \$1,000 grants being awarded to local businesses. Feedback from participants, workshop facilitator's expo

exhibitors and visitors were collected throughout the month and will be used to inform future programs.

74 Business Concierge enquiries were received and actioned during quarter three. This is an increase from previous quarters, indicating that the service is both required and valued by Frankston City businesses.

Council also adopted its Healthy, Secure and Sustainable Food Action Plan 2023-26.

### Infrastructure and Operations

During Quarter 3 Council's enhanced focus on city beautification and Graffiti management initiatives have yielded positive outcomes.

Infrastructure development remained a key focus, with our parks and reserve tree management program and ongoing efforts to maintain accessibility and standards of reserves and tracks advancing smoothly.

Preparation is underway for the upcoming planting season to ensure optimal conditions for establishment of next year's tree planting program.

Progress on our Climate Change Strategy is evident, with achievements in electrification, LED conversion on street lighting and PV Panel installation on council facilities.

There has been good progress on initiatives to enhance transport infrastructure, such as ActivePaths and Frankston's bike riding strategy.

Despite external challenges, our infrastructure planning and management efforts remain robust.

The Capital Works Program continues to progress well, with major projects nearing completion and expenditure tracking in line with forecasts.

## Customer, Innovation and Arts

The actions from the Corporate Strategy and Vision will be finalised at the end of the financial year so the focus has moved to envisioning a future ready Frankston and the actions needed to attain this vision. The Corporate Strategy and Vision will be refreshed to ensure long term sustainability in these challenging economic times. Whilst committing to our vision to strengthen service delivery to our community, the focal point will be on efficiencies and cost savings.

Quarter three's highlight was the Street Art Walking tours making it to the Hall of Fame after winning Gold for the third year in a row at the Australian Street Art Awards. The Big Picture Street Art Festival was awarded Silver in Festival Categories of the Australian Street Art Awards.

Continuing to highlight Frankston as a destination, the City Positioning work focused on the events calendar including the Block Party celebrating the award-winning street art and will continue with a number of new events.

Despite the hot weather conditions, the Waterfront Festival attracted approximately 30,000. New sponsorship deals included Betty's Burgers, Bayside Shopping Centre, Impact Realty Group, and Snowy River Caravans. There were eight new partnership activations and two new events - Frankston Swim Classic (approx. 300 participants, with 1.2km swim distance, sold out) and Betty's Burgers Dive In Cinema (sold out).

Stage two renovations of the Frankston library were completed at the end of January, with the library reopening earlier than expected. The works include a new service desk, and the addition of a glass room and an innovative auto-sorter.

Level One and Two Child Safe Compliance Training has been delivered to all child-facing roles and 100% compliance achieved for the Working with Children Checks. We also continue to ensure leaders and staff are skilled and confident to lead on workplace gender equality and inclusion to build a positive culture that is free from harassment discrimination.

The Transparency Hub continues to evolve with 19 new Councillor Registers and a refresh of the story pages pertaining to Councillor data and finance data.

A Security Risk Profile Assessment is being prepared as part of the Data Protection and Security Plan. This will be submitted to the Office of the Information Commissioner in July, 2024.

## Corporate and Commercial Services

The Directorate has launched into 2024 with enthusiasm to drive continuous improvements as well as delivering on day to day objectives. Development of the draft 2024-2028 budget including 2024-2025 Council Plan Year 4 Actions (draft Budget and Council Plan Year 4 Actions) have involved many briefings with Councillors this quarter including an all-day forum in March.

The organisation is facing a tight budget for 2024-2025 and beyond, which is further burdened by the many economic challenges that have impacted on the long-term sustainability of the local government sector. A process has been introduced to more robustly consider the activities/initiatives the organisation will focus on to ensure they better align with the demands of the prevailing financial environment.

Key actions are underway to implement Council's Waste Circularity Plan including planning and development work to support the expansion of community recycling hubs to multiple new locations, continuing to progress alternative waste technology opportunities as a landfill alternative, planning and set up works underway for a 'Library of Things' to reduce consumption and provide access to tools and equipment for repair activities, and development and delivery of round one of the 'Trim Your Bin' commercial program to enable businesses to reduce, reuse and recycling more effectively. There has been significant progress in the implementation of food waste minimisation initiatives with the development of a home composting and worm farming product rebate service to support the community to access alternative food waste disposal options.

The Property Strategy implementation continues to be rolled out with 89% of all Bathing Box Licenses now in place following the adoption of the Bathing Box Policy last year. The Procure to Pay module of Council's Financial Management System, Technology One was successfully implemented in March 2024 introducing many efficiencies across the organisation. Digitisation of grave site information at Frankston Memorial Park (the Cemetery) is well underway.

The Victorian Electoral Commission has completed its review of Council's electoral structure, with the new electoral structure being released in February 2024. The Frankston municipality has been revised with nine wards and one Councillor to be elected per ward. Preparations are now underway for the Council elections which includes Councillor Information Sessions, amendment to the Election Period Policy and development of a Councillor Induction Program.

## Council Plan summary

In 2023-2024 there are 124 actions listed in the Council Plan. As at the end of March 2024, 99% per cent were considered on track or completed.

The table below provides a summary of the status of each of the 2023-2024 Council Plan Actions by outcome:

	Completed ✓	On track ●	At risk ●	Critical ●	Deferred ■	Not proceeding ■
<b>Healthy and safe communities</b>	-	20	-	-	-	-
<b>Community strength</b>	1	26	-	-	-	-
<b>Sustainable environment</b>	1	22	-	-	-	-
<b>Well planned and liveable city</b>	-	12	-	-	-	-
<b>Thriving economy</b>	1	15	-	-	-	1
<b>Progressive and engaged city</b>	1	24	-	-	-	-
<b>TOTAL %</b>	3.2%	96%	0%	0%	0%	0.8%

Refer to Appendix A for progress updates on each action.

## Financial summary










The March consolidated surplus of \$37.899 million for the underlying operating result reflects a favourable variance of \$6.647 million compared to the year to date 2023-2024 budget surplus position of \$31.252 million.

### Consolidated Income Statement for March 2024




Description	Year to Date		(Fav)/Unfav Variance \$'000
	March-24 Actual \$'000	March-24 Budget \$'000	
<i>Operating</i>			
Revenue	189,197	186,078	(3,119)
Expenditure	151,726	155,453	(3,727)
Gain/(Loss) on disposal of assets	428	627	199
<b>Underlying operational result</b>	<b>37,899</b>	<b>31,252</b>	<b>(6,647)</b>
<i>Capital</i>			
Revenue	16,209	19,287	3,078
<b>Operational surplus/(deficit)</b>	<b>54,108</b>	<b>50,539</b>	<b>(3,569)</b>

## Financial Performance Scorecard (Frankston City Council excluding Peninsula Leisure Pty Ltd)

The table below highlights Council's current and projected performance across a range of key financial indicators (KPI's). KPI's provide useful analysis of Council's financial position and performance and should be used in the context of the organisation's objectives.

Key Indicator	Year to Date
	Actual vs Budget
Operating revenue	
Underlying operational result	
Operating result for the year	
Operating expenditure	
External Funding sources	
Investment	
Working capital ratio	
Rates collection	
Loan borrowings	

### Legend

-  On or better than target
-  0-10% variance from target
-  Over 10% variance from target

*Refer to Appendix B for detailed financial statements.*



# Council Plan progress



## Healthy and safe communities

### Priorities

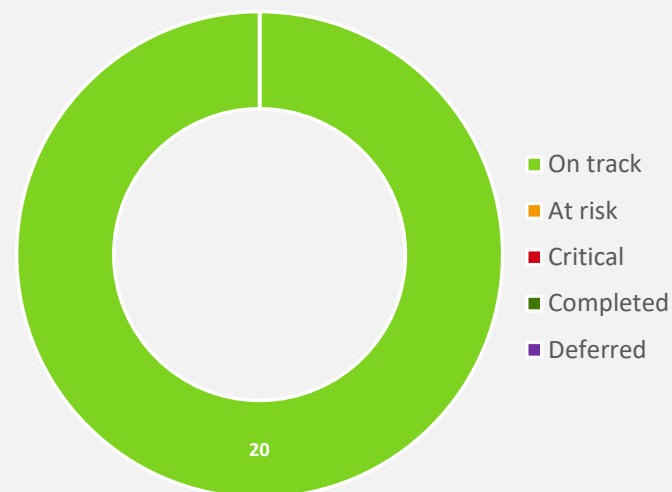
- ✓ Active and healthy lifestyles that support residents living independently longer
- ✓ Long-term health and learning outcomes established in early childhood
- ✓ Reduction of harms from family violence, gambling, alcohol and other drugs
- ✓ Value and support young people

Community Vision 2040 Theme 1  
Healthy families and communities

## Quarter Three Overview

### How we performed

100% per cent of actions completed or on track (20/20)



### Highlights

- Successful rollout of body worn cameras, investment in CCTV and the Safer Communities Policy and Strategy adopted by Council
- The Draft Kindergarten Strategy has been completed and will be presented to Council in June ahead of public exhibition
- An assessment of all Kindergarten amenities for children was carried out with work identified soon to commence



## Community strength

### Priorities

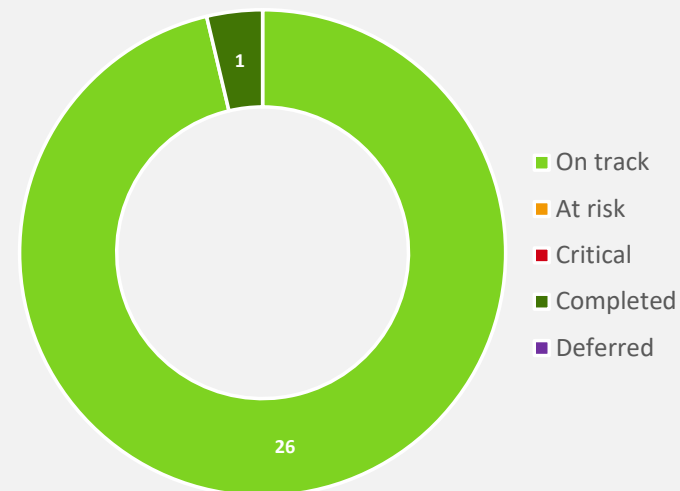
- ✓ Accessibility of services to enhance social inclusion and mental wellbeing
- ✓ Volunteering to build connections and resilience within the community
- ✓ Frankston City's arts and cultural identity

Community Vision 2040 Theme 2  
Vibrant and inclusive communities

## Quarter Three Overview

### How we performed

100% per cent of actions completed or on track (27/27)



### Highlights

- Council continues to maintain a client base of over 2000 members across all Community Care services
- Community Care workers provided additional support to clients on the days of extreme heat



## Sustainable environment

### Priorities

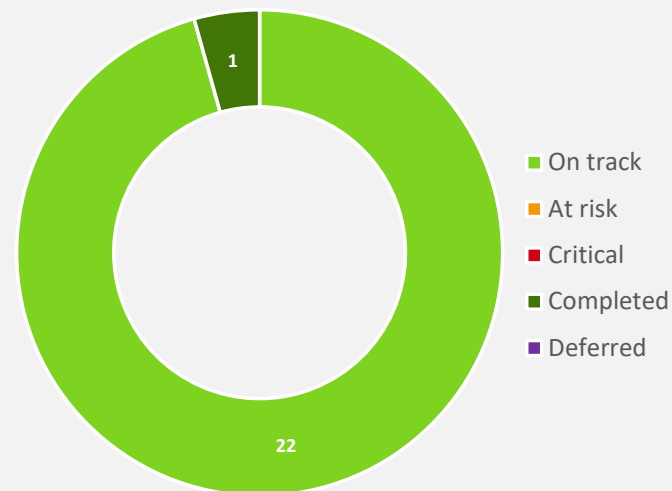
- ✓ Climate emergency response and leadership
- ✓ Green canopy cover to reduce urban heat
- ✓ Diversion of waste from landfill
- ✓ Protection, access and connection to the natural environment

Community Vision 2040 Theme 3  
Natural environment and climate action

## Quarter Three Overview

### How we performed

100% per cent of actions completed or on track (23/23)



### Highlights

- Progress continues on the bulk conversion of street lighting to LED technology as well as lighting efficiency upgrades to a number of Council facilities
- Continued collaborations on the design of the Monterey Recycled Water Scheme. South East Water presentation to Council informing tendering of the works to be completed in June 2024
- The Local Play and Park upgrade program progressed with construction underway at Kareela Reserve, Pratt Reserve and Lavender Hills Reserve
- Full Service rollout completed to all eligible residential households

4



## Well planned and liveable city

### Priorities

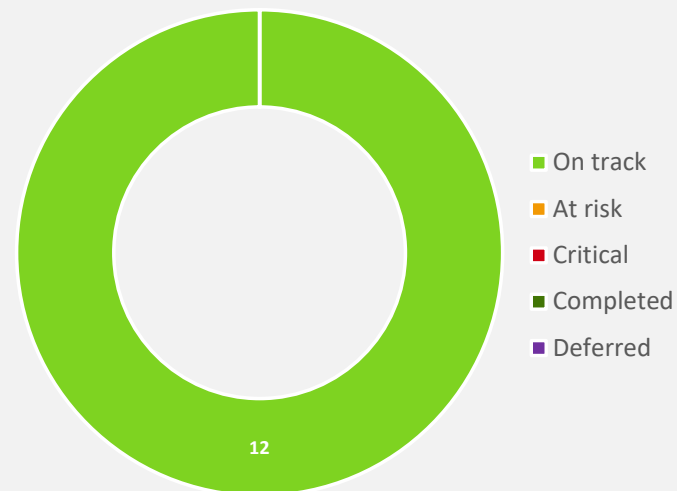
- ✓ Urban design renewal of public places and spaces
- ✓ Connected, accessible, smart and safe travel options
- ✓ Frankston City's identity as a liveable city

Community Vision 2040 Theme 4  
Connected places and spaces

## Quarter Three Overview

### How we performed

100% per cent of actions completed or on track (12/12)



### Highlights

- Active Paths is progressing and due for completion by June 2024
- Council Bike Riding strategy is planned for completion and adopted by September 2024
- Construction works progressing to deliver the Multilevel carpark at Frankston train station and Kananook train station



## Thriving economy

### Priorities

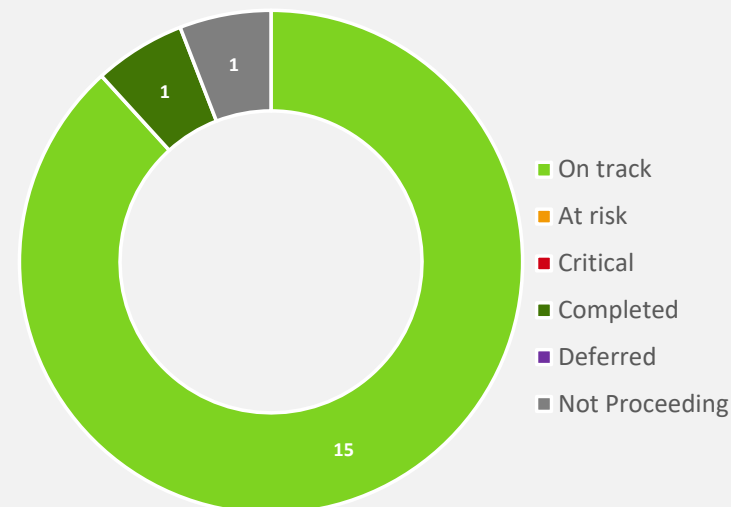
- ✓ Business and industry investment attraction
- ✓ Activity centre precincts
- ✓ Local employment, education and training opportunities for all people

Community Vision 2040 Theme 5  
Industry, employment and education

## Quarter Three Overview

### How we performed

94% per cent of actions completed or on track (16/17)



### Highlights

- Planning Scheme Amendment C160fran (FMAC) has moved into the next phase and will be heard by an independent planning panel
- Think Local Month in March saw \$100,000 grants provided to local businesses to engage local suppliers and the month culminated with a Small Business Expo held at the Frankston Arts Centre



## Progressive and engaged city

### Priorities

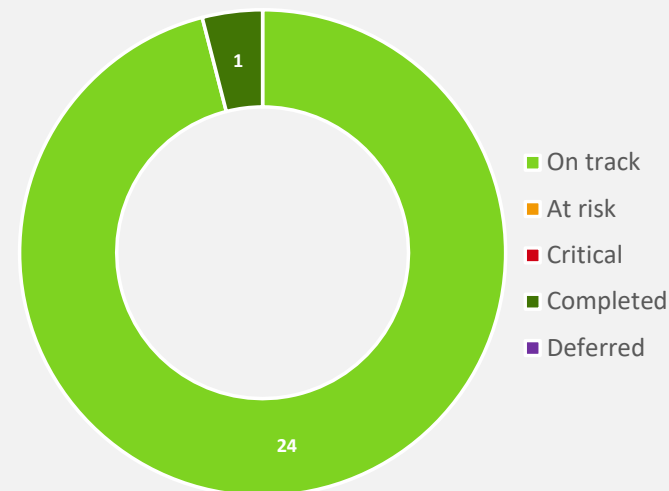
- ✓ Engagement with our community in communication and decision making
- ✓ Future ready service delivery through changes to culture, capability, connectivity and customer experience
- ✓ Sound governance to build trust in the integrity and transparency of Council

Community Vision 2040 Theme 6  
Advocacy, governance and innovation

## Quarter Three Overview

### How we performed

100% per cent of actions completed or on track (25/25)



### Highlights

- Publicly available information was expanded on Council's website and Transparency Hub
- A project to upgrade the Arbour Walk at Frankston Memorial Park is underway and aims to preserve the wisteria on the existing structure
- Digitisation of the Health Register for existing Food and Health Businesses allowing customers to lodge and pay for new Food Registration Businesses
- The development of an Asset Management Plan for the Peninsula Aquatic & Recreation Centre (PARC) and Pines Forest Aquatics (PFAC) has commenced, which will optimise future maintenance and renewal investment in these key community facilities



# Financial performance

# Financial Performance

(Frankston City Council excluding Peninsula Leisure Pty Ltd)

The following quarterly financial report provides a summary and analysis of Council's financial performance for the nine months to March 2024. The report is designed to ensure consistency with the 2023-2024 adopted budget, compliance with statutory requirements and to measure Council's overall financial performance.

## Financial results for Frankston City Council excluding Peninsula Leisure Pty Ltd

### Summary - Income Statement

Description	Year to Date		
	March-24 Actual \$'000	March-24 Budget \$'000	(Fav)/Unfav Variance \$'000
<i>Operating</i>			
Revenue	177,613	175,589	(2,024)
Expenditure	141,436	144,957	(3,521)
Gain/(Loss) on disposal of assets	428	627	199
<b>Underlying operational result</b>	<b>36,605</b>	<b>31,259</b>	<b>(5,346)</b>
<i>Capital</i>			
Revenue	16,209	19,287	3,078
<b>Operational surplus/(deficit)</b>	<b>52,814</b>	<b>50,546</b>	<b>(2,268)</b>

The underlying operating result for March 2024 reflects a positive variance of \$5.346 million. Council's third quarter underlying operating position is indicating a surplus of \$36.65 million, this is a \$5.346 million favourable variance compared to the third quarter 2023-2024 budget position of \$31.259 million surplus.

See **Appendix B, attachment A** for the detailed Frankston City Council income statement.

The consolidated result including Peninsula Leisure is a surplus \$37.899 million which is \$6.647 million favourable compared to budget.

See **Appendix C** for the detailed consolidated income statement.

A summary of the key financial data for Frankston City Council excluding Peninsula Leisure Pty Ltd is as follows:

	Mar-24 YTD Actual \$'000s	Mar-24 YTD Budget \$'000s	Variance \$'000s	Variance %
Underlying operating result (1)	36,605	31,259	5,346	17.10%
Cash and investments	59,637	69,014	(9,377)	(13.59)%
Capital works expenditure	46,658	45,129	1,529	3.39%

( ) Denotes negative result

(1) The underlying operating result is one of Council's key indicators of financial performance as it measures Council's day to day operating activities. It excludes one-off items such as capital grants and contributions as well as non-monetary assets.

The underlying operating result is of most concern as Council's long term financial viability depends on its ability to make an operating surplus on a day to day basis in order to fund the replacement of assets and to fund new projects. In the longer term this result must be brought to a balanced or surplus result.

A detailed analysis of the March quarterly results is provided in the following report.

## Income Statement (Frankston City Council excluding Peninsula Leisure Pty Ltd)

The March 2024 financial performance position highlights some key outcomes that are covered in the points below.

Description	Year to Date		(Fav)/Unfav Variance \$'000	2023-2024 Forecast \$'000	Full Year	
	March-24 Actual \$'000	March-24 Budget \$'000			2023-2024 Budget \$'000	(Fav)/Unfav Variance \$'000
<i>Operating</i>						
Revenue	177,613	175,589	(2,024)	195,441	194,179	(1,262)
Expenditure	141,436	144,957	(3,521)	198,539	199,105	(566)
Gain/(Loss) on disposal of assets	428	627	199	355	512	157
<b>Underlying operational result</b>	<b>36,605</b>	<b>31,259</b>	<b>(5,346)</b>	<b>(2,743)</b>	<b>(4,414)</b>	<b>(1,671)</b>
<i>Capital</i>						
Revenue	16,209	19,287	3,078	33,040	32,412	(628)
<b>Operational surplus/(deficit)</b>	<b>52,814</b>	<b>50,546</b>	<b>(2,268)</b>	<b>30,297</b>	<b>27,998</b>	<b>(2,299)</b>

**Underlying operating result:** The underlying operating result is directly attributable to services and excludes items such as capital grants and contributions and non-monetary assets. The impact of the underlying operating result is of most concern as this is the key indicator of financial performance.

Council's third quarter underlying operating position is indicating a surplus of \$36.605 million, this is a \$5.346 million favourable variance compared to the expected third quarter 2023-24 budget position of a surplus of \$31.259 million.

The significant factors which contribute to the variance in the year to date actuals versus the adopted budget are:

**Grants – operating – \$0.8 million favourable variance.** The increase in government funding relates to the following areas:

- \$0.3 million in Waste Circularity, \$0.2 million in Community Strengthening and \$0.1 million in Libraries due to unexpected grants received.
- \$0.1 million extra grant received in Safer Communities for the provision of School Crossing Supervision service.
- \$0.1 million in Family Health Support for RAT distribution.

**User fees and charges– \$0.4 million favourable variance.** The increase in user fees and charges relates to the following areas:

- \$0.7 million increase in income received for Frankston Regional Recycling and Recovery Centre due to increased demand for services.
- \$0.2 million increase in income for Engineering Services due to unanticipated occupation of land relating to large developments including Frankston Hospital and Department of Transport sound wall.

- c. Offset by \$0.4 million for charged car parking due to lower volumes over the summer period and the extension of the 2hr free parking initiative and \$0.2 million decrease in Financial and Integrated Planning for legal action recovery (offset by decrease in debt collection costs).

**Other income - \$0.7 million favourable variance. The favourable position in other income is mainly due to:**

- a. \$0.4 million increase in interest on investments due to higher interest rates.
- b. \$0.2 million increase in Lease income received due to new annual lease agreement for temporary car park and telecommunications tower.

**Employee Costs - \$1.4 million favourable variance. The favourable position in Employee costs is mainly due to:**

- a. \$0.7 million increase in expenditure due to higher WorkCover Premium payment following the rate increase by the Victorian Government.
- b. The increase in WorkCover Premium mentioned in the point above has been offset by reductions where staff vacancies have existed and have been forecast to potentially continue. Areas most affected by staff vacancies are Operations, Safer Communities, Family Health Support Services, IT and Development Services.

**Materials and services - \$3.5 million favourable variance. The variance in materials and services is mainly due to:**

- a. \$1.1 million lower than budgeted expenditure for contracts and materials in Operations, \$0.5 million in Building Infrastructure and \$0.4 million in Arts and Culture.
- b. \$0.9 million lower consultant costs across the Directorates, including \$0.1 million for the VEC electoral structure review.
- c. \$0.5 million lower than anticipated expenditure for Utilities. These are expected to be fully spent by the end of the financial year.
- d. \$0.3 million lower debt collection in Revenue (offset by decrease in legal action recovery fees).
- e. Offset by \$0.1 million in Waste Circularity due to increased waste disposal costs (landfill levy).

**Other Expenses - \$1.3 million unfavourable variance. The unfavourable variance in other expenses is mainly due to:**

- a. \$1.6 million higher write off expenses following the demolition of various buildings that are being replaced (e.g. Lloyd Park pavilion)
- b. Offset by \$0.3 million lower than budgeted expenditure due to delays in training and professional development, community grants and PC equipment leases.

**Operating Result:** The operating result for the first nine months to March 2024 indicates a surplus of \$52.814 million, this is a \$2.268 million favourable variance compared to the adopted third quarter 2023-2024 budget position of \$50.546 million surplus. This favourable variance is due to the reasons as described above plus an increase of \$2.559 million for monetary contributions offset by a decrease of \$5.637 million in capital grants.

# Capital Works Statement (Frankston City Council excluding Peninsula Leisure Pty Ltd)

	Year to Date			Full Year		
	Actual \$'000	Budget \$'000	Variance \$'000	Forecast \$'000	Budget \$'000	Variance \$'000
<b>Total property</b>	<b>18,937</b>	<b>11,341</b>	<b>7,596</b>	<b>28,875</b>	<b>18,442</b>	<b>(10,433)</b>
<b>Total plant and equipment</b>	<b>4,456</b>	<b>3,520</b>	<b>936</b>	<b>8,290</b>	<b>6,496</b>	<b>(1,794)</b>
<b>Total infrastructure</b>	<b>23,265</b>	<b>30,268</b>	<b>(7,003)</b>	<b>51,821</b>	<b>53,484</b>	<b>1,663</b>
<b>Total capital works expenditure</b>	<b>46,658</b>	<b>45,129</b>	<b>1,529</b>	<b>88,986</b>	<b>78,422</b>	<b>(10,564)</b>
<b>Funding:</b>						
<b>External</b>						
Government grants	12,609	7,590	5,019	27,751	29,858	2,107
Contributions	2,281	20	2,261	2,739	20	(2,719)
Proceeds from sale of assets	605	690	(85)	609	962	353
Other income	-	-	-	-	-	-
<b>Total external funding</b>	<b>15,495</b>	<b>8,300</b>	<b>7,195</b>	<b>31,099</b>	<b>30,840</b>	<b>(259)</b>
<b>Internal</b>						
Reserve funds	4,342	1,138	3,204	6,422	5,569	(853)
Loan borrowings	450	8,129	(7,679)	10,150	12,707	2,557
Rates funding	26,371	27,562	(1,191)	41,315	29,306	(12,009)
<b>Total internal funding</b>	<b>31,163</b>	<b>36,829</b>	<b>(5,666)</b>	<b>57,887</b>	<b>47,582</b>	<b>(10,305)</b>
<b>Total funding</b>	<b>46,658</b>	<b>45,129</b>	<b>1,529</b>	<b>88,986</b>	<b>78,422</b>	<b>(10,564)</b>

After nine months of the year, expenditure is \$46.658 million against a year to date adopted budget of \$45.12965 million. The Capital Works Program is tracking well with higher than budgeted expenditure due to larger building projects.

The delivery of the 2023-2024 Capital Works Program is ahead of schedule, with a full year adopted budget of \$78.422 million. Refer to **Appendix B Attachment B**.

## Balance Sheet (Frankston City Council excluding Peninsula Leisure Pty Ltd)

The balance sheet as at 31 March 2024 indicates a continued satisfactory result. Council's net assets are valued at \$2.230 billion at the end of March 2024 and are forecast to be \$2.210 billion at the end of June 2024.

A comparison of total current assets of \$131.517 million with total current liabilities of \$49.960 million (working capital ratio YTD of 2.632 to 1) depicts a satisfactory financial position.

### Schedule of reserves as at 31 March 2024

	Opening Balance 01/07/2023 \$'000	Transfer to reserve \$'000	Transfer from reserve \$'000	Closing balance 31/03/2024 \$'000
<b>Statutory reserves</b>				
Public resort and recreation	4,113	1,263	(697)	4,679
Subdivision roadworks	133	-	-	133
Infrastructure assets	74	-	-	74
Car parking	10	-	-	10
<b>Total statutory reserves</b>	<b>4,330</b>	<b>1,263</b>	<b>(697)</b>	<b>4,896</b>
<b>Discretionary reserves</b>				
Strategic asset reserve	3,486	-	(2,349)	1,137
MAV LGFV fund	13,537	379	-	13,916
Unexpended grant reserve	11,141	-	(10,252)	889
PARC asset management sinking fund	10,582	750	(500)	10,832
Capital projects reserve	5,349	450	(1,215)	4,584
Resource efficiency reserve	82	1	-	83
Waste recycling and resource recovery reserve	-	2,239	-	2,239
<b>Total other reserves</b>	<b>44,177</b>	<b>3,819</b>	<b>(14,316)</b>	<b>33,680</b>
<b>Total reserves</b>	<b>48,507</b>	<b>5,082</b>	<b>(15,013)</b>	<b>38,576</b>

The strategic asset reserve has been established to assist in the delivery of community infrastructure highlighted in the Council Plan.

## Balance Sheet (cont'd) (Frankston City Council excluding Peninsula Leisure Pty Ltd)

Trade and other receivables	2022-23 \$'000	2023-24 \$'000
<b>Current receivables</b>		
Ratepayer receivables	13,496	57,943
Special rates & charges	225	215
Infringements	6,443	7,152
Provision for doubtful debts - infringements	(3,037)	(3,355)
Other receivables	1,732	7,372
Provision for doubtful debts - other debtors	(113)	(59)
	<u>18,746</u>	<u>69,268</u>
<b>Non-current receivables</b>		
Special rates & charges	<u>513</u>	<u>421</u>
<b>Total receivables</b>	<u>19,146</u>	<u>69,630</u>

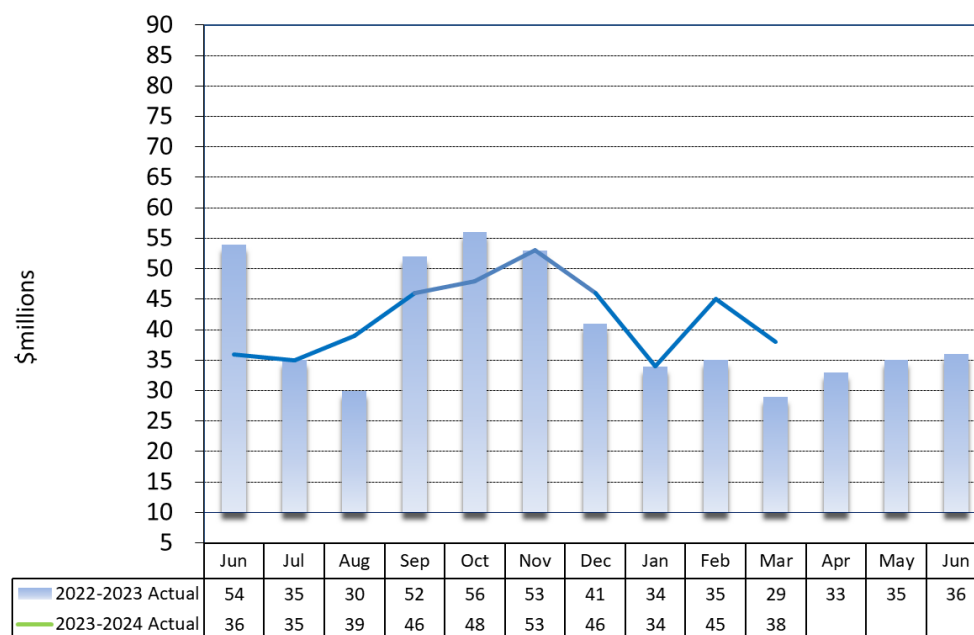
Accounts receivable balances were \$69.630 million as at 31 March 2024, up from \$19.146 million as at 31 March 2023. Note the ratepayer receivables accounting treatment changed for 2023-24 which explains the significant variation to quarter three of 2022-23.

For a full balance sheet please refer to **Appendix B Attachment C**.

## Cash Flow (Frankston City Council excluding Peninsula Leisure Pty Ltd)

Council's cash flow statement provides information in regards to net cash flow from operating activities, cash flows from investing activities and cash flows from financing activities. These results provide information in regards to cash generated or spent on the different type of activities undertaken by Council.

The net cash flows from operating activities measure cash generated from Council's ongoing day to day operations. It is imperative that a surplus is generated from cash flows from operations as these funds are used to fund capital works (investing activities) as well as repaying any loans (financing activities). Refer to **Appendix B Attachment D** for the cash flow statement.



## Loans (Frankston City Council excluding Peninsula Leisure Pty Ltd)

Council is within the approved principles of loan funding and has ensured that Council is within prudential limits set by the Victorian Government.

	New Borrowings	Principal Paid	Interest Expense	Balance 30 June	Liquidity	Debt Commit (Debt / Total Rates)	Debt Serv (Serv Costs / Total Revenue)
Year	\$'000	\$'000	\$'000	\$'000	(CA/CL)		
2020-21	2,930	345	1,452	30,334	2.24	23.20%	1.4%
2021-22	-	3,250	1,427	27,084	1.94	19.98%	3.5%
2022-23	6,200	392	1,402	32,892	1.81	23.14%	1.3%
2023-24	12,707	1,238	1,622	44,361	1.73	30.30%	2.0%
2024-25	15,536	2,374	2,022	57,523	1.33	38.85%	3.0%
2025-26	9,406	19,217	2,526	47,712	1.30	31.38%	14.3%
2026-27	11,444	4,954	2,349	54,202	1.19	34.82%	4.7%
Victorian State Government				High	Below 1.10	Above 80%	Above 10%
Prudential Ratio Limits - Risk Assessment				Medium	1.10 - 1.20	60%-80%	5% -10%
				Low	Above 1.20	Below 60%	Below 5%

The status of Council's loan borrowings as at the 31 March 2024 are listed in the table below:

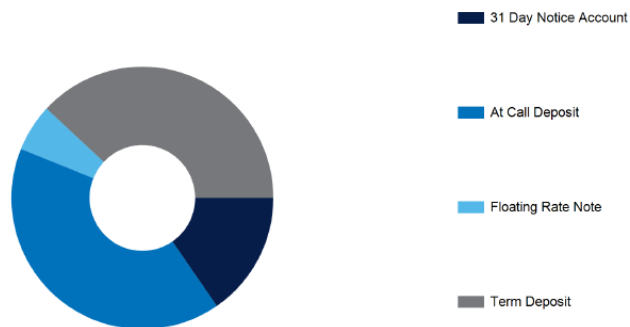
Financial institution	Debt principal @ 30-06-2023 \$'000's	Principal repaid \$'000's	New borrowings \$'000's	Debt principal @ 31-03-2024 \$'000's	Interest \$'000's	Loan repayments due over next 12 months \$'000's
National Australia Bank	11,100	317	-	10,782	572	1,183
National Australia Bank - MAV	15,542	-	-	15,542	310	-
Treasury Corporation Victoria	2,200	-	450	2,650	33	-
<b>Total</b>	<b>28,842</b>	<b>317</b>	<b>450</b>	<b>28,974</b>	<b>915</b>	<b>1,183</b>

## Investments (Frankston City Council excluding Peninsula Leisure Pty Ltd)

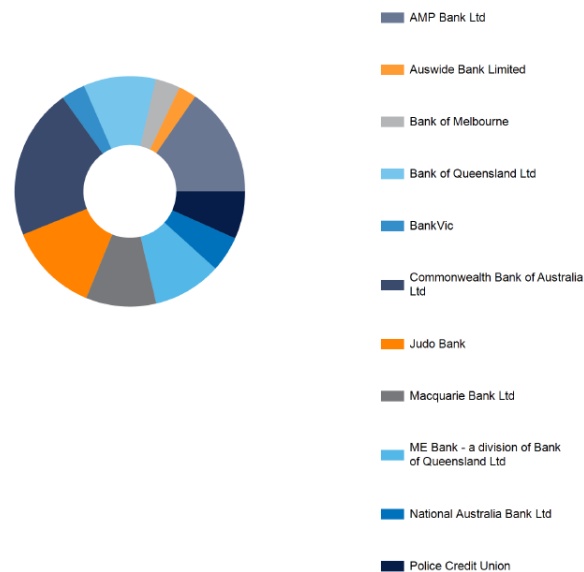
Council is complying with its Investment Policy (adopted by Council on 16 December 2019) that ensures effective and responsible utilisation of Council's surplus cash funds within the government legislative framework and applicable Federal and State regulations. Council's investment holdings as at 31 March 2024 were \$59.637 million.

Council's investments as at the 31 March 2024 are listed in the tables below.

Market Value by Security Type



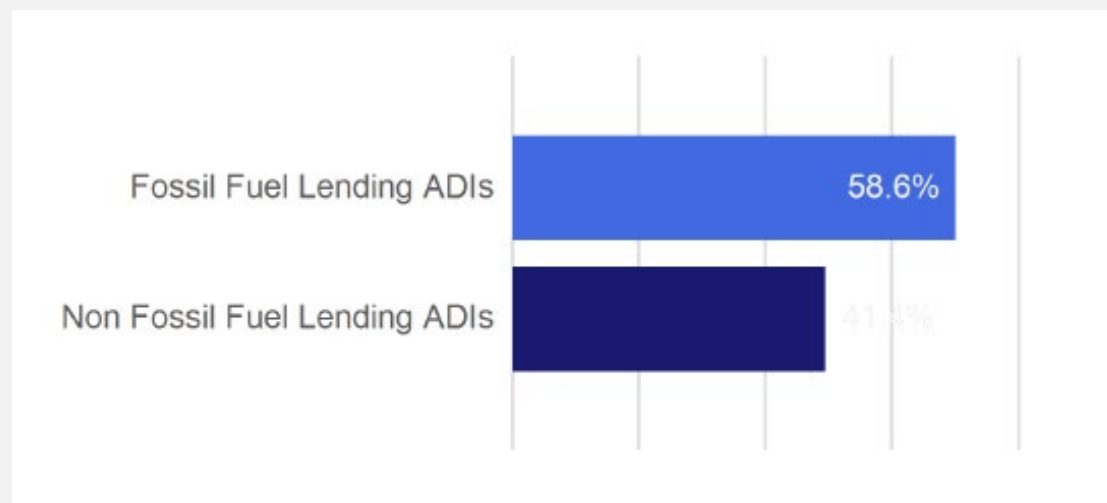
Market Value by Issuer



## Investments cont'd (Frankston City Council excluding Peninsula Leisure Pty Ltd)

### Portfolio Fossil Fuel Summary

Council's portfolio comprises 41.40% of investments with non-fossil fuel lenders with the remainder still funding fossil fuel related organisations or programs.



ADIs (Authorised deposit-taking institutions)

## Appendix A – 2023-2024 Council Plan Performance: Quarter Three

Annual Council Plan actions are adopted each year in conjunction with the adoption of the Budget. These actions are designed to contribute to the improvement of each of Council's six Council Plan Outcomes.

This report is broken up into each of these Outcomes and for each action a progress comment is provided quarterly along with a status update.

Strategic indicators for each outcome are reported annually.

### Status update key:

✓ Completed	Action completed
● On track	Action is underway and tracking well against time frames
● At risk	Action is behind by 10% or more, but will meet target time frames
● Critical	Action is delayed by 25% or more, or needs attention to meet target time frames
■ Deferred	Action has been deferred for completion in 2024-2025
■ Not Proceeding	Action will not be completed

### 2021-2025 Council Plan and Budget

Reporting across the four years of the 2021-2025 Council Plan and Budget is summarised below. *(As at quarter three 2023-2024)*

	2021-2022	2022-2023	2023-2024	2024-2025
✓ Action completed	123	115	4	-
■ Completion deferred to following year	11	6	-	-

### January-March 2024 Council Plan Actions

In 2023-2024 there are 124 actions listed in the Council Plan. As at the end of March 2024, 99% per cent were considered on track or completed.

The table below provides a summary of the current status of each of the 2023-2024 Council Plan Actions by outcome:

	Completed ✓	On track ●	At risk ●	Critical ●	Deferred ■	Not Proceeding ■
<b>Healthy and safe communities</b>	-	20	-	-	-	-
<b>Community strength</b>	1	26	-	-	-	-
<b>Sustainable environment</b>	1	22	-	-	-	-
<b>Well planned and liveable city</b>	-	12	-	-	-	-
<b>Thriving economy</b>	1	15	-	-	-	1
<b>Progressive and engaged city</b>	1	24	-	-	-	-
<b>TOTAL %</b>	3.2%	96%	0%	0%	0%	0.8%


# 1 Healthy and safe communities



## Initiative progress comments





Four-year Initiatives	Code	What will we do in 2023-2024	Progress Comments	Directorate	Status
<p>Engage families to promote the importance of early childhood education and health</p> <p>Maintain systems and capacity to manage and respond to emergency events</p>	CP-1.1.1	Deliver Maternal and Child Health and early childhood services and programs including immunisation and supported playgroups	<p>Community Based Immunisation sessions continue to be very well attended, most sessions are fully booked and often extended to accommodate all community members. The Secondary School Immunisation program commenced in February and the Influenza program for 2024 is scheduled to commence in April.</p> <p>Child Safe training was provided by Council's Child Safety Advisor to the Children's Services Team regarding Council's obligations and reporting procedures. As part of the training additional child safe information and posters are now available in the foyer at Mahogany Rise Child &amp; Family Centre and a review has been carried out on the reportable conduct procedure for Mahogany Rise and Supported Playgroups.</p> <p>To celebrate National Playgroup Week, the team organised a party in the park with child friendly activities. The event provided an opportunity for community partners to share valuable information about their services. With over 100 families attending, the event was well-received and appreciated by the community.</p>	Communities	
	CP-1.1.2	Coordinate central registration of enrolments for community kindergartens	<p>Registrations opened for three and four year old kindergarten for 2024. On time registrations will close for four year old on 30 April and three year old on 30 August.</p> <p>Council has accepted an increased funding grant for Kindergarten Central Registration Administration Support, this is to cover the cost of</p>	Communities	




Four-year Initiatives	Code	What will we do in 2023-2024	Progress Comments	Directorate	Status
			the registration fee for parents. This on-going funding will mean that families no longer need to pay a registration fee for kindergarten, making the process easier for families to register their children.		
	CP-1.1.3	Implement Council's year three initiatives for Council's Early Years Plan	Council's Baby Makes 3 program continues to progress. Recruitment is now complete with nine successful applicants being appointed as facilitators of the program. Face to face training dates have been confirmed with an external provider and the program is on track to be available to the community on 1 June 2024. Planning for a new 10 Weeks to Connection Program in underway for families that are new to Frankston. The program will connect families to the existing pop up playgroup activities, local parks, arts and culture, maternal and child health, libraries and PARC. The program has involved collaboration with internal and external services and will be implemented from April 2024.	Communities	
	CP-1.2.1	Monitor and mitigate key emergency risks to the community	The annual Fire Hazard Inspection Program commenced in November 2023 and concluded in February 2024. During this time the Assistant Municipal Fire Prevention Officer conducted 304 Fire Hazard Inspections on private property and issued 81 Fire Prevention Notices where non-compliance was evident and attempts at resolution failed, seven compulsory clearances were conducted by a third party provider. Frankston City has properties with biodiversity overlays or covenants in place that reduce available fuel hazard reduction options, in these instances the Officer liaised with other areas of Council, land owners and entities such as Trust for Nature to determine a collaborative, and satisfactory outcome. Investigation has begun into how Council IT	Communities	

Four-year Initiatives	Code	What will we do in 2023-2024	Progress Comments	Directorate	Status
			systems operating in the fire hazard inspection space can potentially be upgraded to share data between them more efficiently.		
	CP-1.2.2	Maintain up-to-date emergency management plans and test them to identify and mitigate capability and capacity gaps through training and awareness	Frankston City Council's Heat health plan (a complementary plan to the Municipal Emergency Management Plan) was reviewed and finalised with feedback sought from all relevant areas of Council considering its operational status. The Emergency Management Communications Plan, a collaborative set of arrangements outlining triggers, responsibilities and actions for the provision of emergency information to the community was also reviewed and finalised.	Communities	
	CP-1.2.3	Leverage partnerships with key agencies and community groups to improve planning for response to and recovery from emergency events. This will include the development and implementation of an annual training program	<p>A Summer safety session facilitated by the Coordinator Emergency Management identified a community member who wished to run a heat health due to climate change event. The emergency management and climate change teams liaised with this individual to support and attend their initiative alongside two Councillors. The report generated by this event has been forwarded back to Council for consideration.</p> <p>A heatwave and separate storm event saw the Council emergency management team come together with emergency agencies to plan our response and recovery from these events. Council's interests were considered and a resource was sent to assist Cardinia Shire who was impacted significantly by the storm event as part of the resource sharing protocol Council is a signatory to.</p>	Communities	
	CP-1.2.4	Deliver Emergency Management training and exercise	Emergency management roles and responsibilities training e-modules have been completed and are being tested in the Council learning environment, on track to be delivered to staff in quarter four. Emergency management staff and the wider	Communities	

Four-year Initiatives	Code	What will we do in 2023-2024	Progress Comments	Directorate	Status
			support team were encouraged to participate in a webinar titled 'Supporting family and child mental health in response to disasters'. Other online training including Crisisworks, Emergency Management Victoria online modules and external agency information sessions were also completed to ensure the team's thinking remains contemporary and relevant to our communities.		
	CP-1.2.5	Review the Domestic Animal Management Plan (DAMP)	The Domestic Animal Management Plan (DAMP) is due for review in late 2024. Council continues to undertake process and service reviews on a regular basis to ensure the actions of the DAMP are met.	Communities	
Encourage active and healthy lifestyles for people of all ages and abilities	CP-1.3.1	Improve the amenity and perceptions of safety across the municipality	Safer Communities continues to apply the relevant legislation to address amenity and safety concerns in the community. Safer Communities is currently reviewing processes and service standards to achieve and set expectations moving forward. In December 2023 the Draft Safer Communities Policy and Strategy was adopted and quarter three has seen officers establish working groups to deliver the actions of the strategy.	Communities	
	CP-1.3.2	Promote and deliver more diverse play and leisure opportunities for residents of all ages to encourage active lifestyles	Council continued play space upgrades, promoting them through various channels including social media, local news, and the council's website. Over one hundred sports clubs engaged more than thirty thousand individuals in active recreation. Major sports facilities like the new netball and indoor cricket stadium, Frankston Park, Peninsula Aquatic Recreation Centre (PARC), Pines Aquatic Facility, Centenary Park Golf Course, and Frankston Skate Park offered excellent opportunities for sport participation, contributing to community health and social connectivity.	Communities	
	CP-1.3.3	Work in partnership with health, education and community organisations including sporting clubs and community gardens to enhance opportunities	Council collaborated with Peninsula Health's Health Promotion Team to enhance local food systems and healthy eating outcomes. Positive relationships	Communities	

Four-year Initiatives	Code	What will we do in 2023-2024	Progress Comments	Directorate	Status
		for improved primary health and participation in passive and active recreation	were further developed with the Community Garden Network, strengthening health connections and insights. Valuable feedback from the Garden Network on the Council's Food Action plan informed community health initiatives.		
	CP-1.3.4	Deliver three year actions for Council's Health and Wellbeing Plan	The Year Three Action Plan has been implemented throughout quarter three. Highlights included the adoption of the Healthy, Secure and Sustainable Food Action Plan 2023-26, the delivery of a youth services program to address stigma around mental health, the completion of draft concept plans for Heysen Reserve, Brunel Reserve and Lucerne Reserve; community engagement on the Draft Fair Access Policy; and community engagement on the Skate and BMX Strategy.	Communities	
	CP-1.3.5	Develop the 'Can Swim' program of initiatives for the children of Frankston City	<p>All three pilot teaching programs (Teens, Families and Infants) were successfully delivered over January and February to almost 100 participants. The aim was to ensure a broad range of participants (not currently accessing swimming lessons) could assist the project team to trial non-traditional programming methods and maintain a high learning outcome.</p> <p>Feedback from participants indicates a high success in achieving this goal, with teens who were unable to swim 50m and demonstrate confidence in the water at the start, demonstrate that by the end of the 5 days, could swim up to 100m non-stop, attend the beach session and demonstrate an understanding of safety in the open water environment. A report is currently being produced that will share the participant learning outcomes of the program.</p>	Corporate and Commercial Services	

Four-year Initiatives	Code	What will we do in 2023-2024	Progress Comments	Directorate	Status
Advocate for programs and support to reduce harms from family violence, gambling, alcohol and other drugs	CP-1.4.1	Develop the Family Violence Action Plan and implement year one actions	Community engagement activities for the updated Family Violence Prevention Action Plan concluded with 131 submissions from community members and service providers. Key priorities were identified to prevent violence and inform a well-rounded draft Action Plan.	Communities	
Engage young people to support their educational outcomes	CP-1.5.1	Partner with the Department of Education and Training on Frankston North Strategic Education Plan	The Frankston North Sponsors Network Group met for the first time in 2024. The group reflected on the Vision Statement: "A welcoming and safe place for children, family, and community to learn, belong and thrive together to achieve great life outcomes." Members reviewed and refreshed their own aims and each members' commitment to the Frankston North Education Plan. Agreement was reached to focus on participation in services and cultural safety. Working groups are being established and findings reported back to the broader group.	Communities	
	CP-1.5.2	Deliver Youth Services outreach, in-reach and engagement programs	Frankston Youth Services have continued to deliver a broad range of youth programs to support the needs of local young people. Of particular note are the flexible school programs, two of which were delivered from Youth Central this quarter. A total of 30 programs were delivered to school groups in quarter three, with 538 young people attending.	Communities	
	CP-1.5.3	Enable young people to have a voice through Youth Council and youth events	Frankston Youth Services regularly delivers programs which enable young people to have their voices heard and acknowledged. Youth Council, NexGen Advisory, and Fresh Entertainment are just three of the numerous programs that have received young people's views and ideas 423 times in quarter three.	Communities	




Four-year Initiatives	Code	What will we do in 2023-2024	Progress Comments	Directorate	Status
	CP-1.5.4	Deliver the Work Ready Program providing work experience, traineeships and student placement opportunities	The Work Ready program has continued to grow with the development of an online application process for Student Placement and Work Experience. A review of the program and opportunities to continue to drive this improvement is currently underway and will lead to a Council report in June 2024.	Customer Innovation and Arts	
	CP-1.5.5	Provide grants to support students in participating in formal education and recreational programs	Community Grants Child and Youth Inclusion Grant has concluded its 8th round, with \$24750 YTD having been distributed to 50 recipients to support their inclusion in educational and recreational pursuits.	Communities	
	CP-1.5.6	Implement year two actions for Council's Youth Action Plan	Youth Services have worked with the Youth Advisory Group to integrate an Accessibility checklist into each Holiday Program, as part of Action 1.1. Youth Services delivered a Financial Sustainability workshop for young people in quarter three, in line with Action 3.1.	Communities	





## Strategic indicators




If we are successful we will see	Code	Outcome Measure	Progress Comments	Directorate	Status
Increased active and healthy lifestyles that support residents living independently for longer	SI1.1	Proportion of adults who are sufficiently physically active compared to the Victorian state benchmark (Victorian Population Health Survey)	Indicator reported annually	Communities	-
Increased active and healthy lifestyles that support residents living independently for longer	SI1.2	Chronic disease levels compared to the Victorian state benchmark (Victorian Population Health Survey)	Indicator reported annually	Communities	-
Increased active and healthy lifestyles that support residents living independently for longer	SI1.3	Proportion of residents satisfied with sport and recreation facilities (Community Satisfaction Survey)	Indicator reported annually	Communities	-
Improved long-term health and learning outcomes established in early childhood	SI1.4	Proportion of year three, five, seven and nine students achieving literacy benchmarks (Victorian Child and Adolescent Monitoring System)	Indicator reported annually	Communities	-
Improved long-term health and learning outcomes established in early childhood	SI1.5	Proportion of children fully immunised by school age compared to the Victorian state benchmark (LGPRF) (Local Government Performance Reporting Framework))	Indicator reported annually	Communities	-
Reduction of harms from family violence, gambling, alcohol and other drugs	SI1.6	Proportion of residents who feel a safe in public areas in Frankston City (Community Satisfaction Survey)	Indicator reported annually	Communities	-
Reduction of harms from family violence, gambling, alcohol and other drugs	SI1.7	Rate of hospital admissions due to alcohol and other drugs (Turning Point)	Indicator reported annually	Communities	-
Reduction of harms from family violence, gambling, alcohol and other drugs	SI1.8	Rate of reported family violence incidents (Crimes Statistics Agency)	Indicator reported annually	Communities	-
Improved education outcomes through better engagement of young people	SI1.9	Proportion of people attending Tafe or University (Australian Bureau Statistics)	Indicator reported annually	Communities	-






## 2 Community strength







### Initiative progress comments


Four Year Initiatives	Code	What will we do in 2023-2024	Progress Comments	Directorate	Status
Build Frankston City's reputation as an arts, culture and tourism destination	CP-2.1.1	Implement year three actions for Council's Arts and Culture Strategic Plan	This quarter a number of major events were delivered including the Waterfront Festival and Big Picture Street Art Festival which delivered eight new murals. Frankston Arts Centre continued to attract big name artists including Missy Higgins, Joe Camilleri & The Black Sorrows, Ian Moss and The Southern Sons. Three events in the Destination Attraction Program were delivered; Reminisce Decade of House, Sunset Twilight Market #4 and the Stellar Short Film Festival.	Customer Innovation and Arts	
	CP-2.1.2	Build capacity and partner with creatives and the community to deliver high quality events and art experiences	The 2024 South Side Festival program was launched at Cube 37 to a full house of key stakeholders and community members. The program features a diverse range of arts experiences including installations, workshops, performances, exhibitions and collaborative activities with the wider Council team. The Frankston Arts Centre theatre season program has commenced for the year with two sold out shows from nationally recognised musical theatre performer, Tom Burlinson.	Customer Innovation and Arts	
	CP-2.1.3	Deliver festivals and events that build upon Frankston as an Arts and Culture destination	Despite the hot weather conditions, the Waterfront Festival attracted approximately 30,000 visitors across the weekend. New sponsorship deals included Betty's Burgers, Bayside Shopping Centre, Impact Realty Group, and Snowy River Caravans. There were eight new partnership activations and two new events - Frankston Swim Classic (approx. 300	Customer Innovation and Arts	





Four Year Initiatives	Code	What will we do in 2023-2024	Progress Comments	Directorate	Status
			<p>participants, with 1.2km swim distance, sold out) and Betty's Burgers Dive In Cinema (sold out).</p> <p>Waterfront Festival Post event survey respondents increased from 154 in 2023 to 560 in 2024, providing insights into the future strategy and direction of the event.</p>		
	CP-2.1.4	Develop sculpture and eclectic street art culture	Street Art Walking tours won Gold for the third year at the Australian Street Art Awards and therefore automatic inclusion into the Hall of Fame. Big Picture Street Art Festival was awarded Silver in Festival Categories of the Australian Street Art Awards.	Customer Innovation and Arts	
	CP-2.1.5	Implement year one actions of Council's Public Art Strategy	The "Early Light" sculpture was installed at the Seaford Road/Brunel Road site. Big Picture Festival successfully delivered eight new murals, two projections works, a miniature sculpture trail, an exhibition of street artist studio work in Cube 37 and a Block Party. Recruitment of Public Art Officer to project manage the Arts Trail was advertised.	Customer Innovation and Arts	
	CP-2.1.6	Implement year one actions of Council's Destination Events Strategy	Stage one of the 24/25 Destination Event Attraction Program (DEAP) is now live, with improvements made to attract an elevated and more diverse range of applicants, who align strongly with the key criteria of the Destination Events Strategy (DES). Anecdotally, many organisers are recognising the increased number of elevated events occurring in Frankston, and many are aware of the DEAP via industry word-of-mouth following the past season.	Customer Innovation and Arts	
Enrich the lives of older residents and people with disabilities with opportunities to enable participation and independent living	CP-2.2.1	Deliver Council's annual Seniors Festival, programs and activities to enhance participation and social inclusion	The Positive Ageing Team have delivered a range of initiatives over the third quarter to support social inclusion and participation for	Communities	

Four Year Initiatives	Code	What will we do in 2023-2024	Progress Comments	Directorate	Status
			older adults including: Wingham Park Relaunch Wingham Park weekly exercise classes Chinese New Year community celebration Karingal place walking group Service Australia CyberSafety and Scam session Grant writing workshop Seniors Meet and Greet (two sessions) Council strategy meetings with Age Friendly Ambassadors (two sessions)		
	CP-2.2.2	Support organisations that are providing valued services to older residents	The Positive Aging Team has been working with Peninsula Health and the Peninsula Ethnic Seniors Council in planning for Elder Abuse Awareness Day, Dying to Know Day and intergenerational projects to address and change negative perceptions of older people. Frankston RSL Health and Wellbeing Advocates were involved with the Wingham Park Relaunch.	Communities	
	CP-2.2.3	Deliver year three actions Council's Disability Action Plan	Work continued to plan the provision of beach access opportunities at the Seaford and Frankston foreshores, and facilitate discussions with stakeholders to improve wheelchair access and community support for carers, advancing Council's Disability Action Plan. Monthly Frankston Pathways for Carers also continue to run in 2024 but with a new meeting place at Frankston Life Saving Club and finishing for afternoon tea at Frankie's Café in the South East Water Building. Attendance and connections with local carer supports services and groups continue to build.	Communities	
	CP-2.2.4	Facilitate improved access for people with disabilities to services and transport options	Occupational Therapy students undertook projects to reintroduce Recharge Points in public facilities, supporting community mobility. Work with Peninsula Leisure was initiated to	Communities	

Four Year Initiatives	Code	What will we do in 2023-2024	Progress Comments	Directorate	Status
Targeting community needs through development programs and grants			enhance accessible services and facilities, improving options for people with disabilities.		
	CP-2.2.5	Support and promote Culturally and Linguistically Diverse (CALD) and seniors groups	The Culturally and Linguistically Diverse (CALD) network engaged in cultural activities, including a cultural costume exhibition and visits to places of worship, promoting diversity and inclusion within the community.	Communities	
	CP-2.3.1	Design Community Development programs to meet resident needs	Council supported local volunteers providing relief services, offering conflict resolution training, and liaising with groups to set up infrastructure for community support initiatives, addressing resident needs effectively.	Communities	
	CP-2.3.2	Deliver Council's grants program	The Community Grants Program progressed with assessments and approvals for various grant rounds, including Environmentally Sustainable Grants and urgent grant assessments, supporting community initiatives effectively.	Communities	
	CP-2.3.3	Build connections between volunteers and volunteer organisations through Impact Volunteering	Volunteering Frankston enhanced volunteer engagement through resource displays and website portal development, fostering connections between volunteers and organisations.	Communities	
	CP-2.3.4	Deliver year three actions from Council's Library Action Plan	<p>Stage two renovations of the Frankston library were completed at the end of January, with the library reopening earlier than expected. The works include a new service desk, and the addition of a glass room and an innovative auto-sorter.</p> <p>The strengthening of partnerships and collaborative relationships has enhanced the offering, with a Justice of the Peace offering at Carrum Downs's library, and the Local Mental Health and Wellbeing Hub attending Frankston</p>	Customer Innovation and Arts	

Four Year Initiatives	Code	What will we do in 2023-2024	Progress Comments	Directorate	Status
			library to make connections to combat the prevalence of loneliness in our community.		
	CP-2.3.5	Investigate an organisation-wide community facilities booking & matching project	Standardised operating procedures have been implemented to ensure a consistent approach to hiring community venues.	Customer Innovation and Arts	
Work with community organisations and groups to develop our future leaders and evolve a diverse culture and gender equality	CP-2.4.1	Continue to build volunteering diversity in community organisations	Volunteering Frankston delivered an "Introduction to Volunteering" session to promote increased volunteering diversity within community organisations.	Communities	
	CP-2.4.2	Expand participation in the culture change program for sporting clubs to achieve greater gender equity in participation and board membership	The gender equality checklist has continued to be promoted to sporting Clubs. Engagement has also now concluded on the draft Fair Access Policy which will seek to achieve greater gender equity in participation and leadership within sporting clubs, promoting diversity and inclusion.	Communities	
	CP-2.4.3	Work with schools and disengaged young people to build relationships awareness and enable them to choose respectful relationships	Frankston Youth Services supported schools in incorporating 'Respectful Relationships' curriculum and delivered anti-bullying programs in secondary schools, promoting positive relationships and awareness among young people.	Communities	
	CP-2.4.4	Promote leadership and governance training opportunities for community members	Frankston Youth Services facilitates two leadership groups, Youth Council and Fresh Entertainment (FReeZA). Quarter three saw a total of nine Fresh Entertainment committee meetings, with the Committee delivering a very popular youth-led event held at Frankston City Council's Waterfront Festival. Youth Council is accepting applications for new membership and will be commencing their work in quarter four.	Customer Innovation and Arts	
Deliver essential advocacy, support and referral services for residents in need	CP-2.5.1	Monitor demographic data trends to inform service plans that meet the future needs of the local community	Monitoring of demographic data has been undertaken using the id. community profiles informing a number of policies, plans and Gender Impact Assessments. Training in the id.	Communities	

Four Year Initiatives	Code	What will we do in 2023-2024	Progress Comments	Directorate	Status
			online demographic tools was provided to the community, partners and Council officers.		
	CP-2.5.2	Provide financial support for material aid through eligible emergency relief and recovery organisations	Requests from financially disadvantaged residents for Emergency Relief, including financial and material aid supports, have continued to increase during the reporting period. Community Support Frankston (CSF) was able to source additional Federal funding to expand the free hot meals program and assist more residents with both expected and unexpected cost of living related needs. CSF continued to work with other providers, including those involved with the CSF led Frankston Emergency Relief Providers (FERP) network.	Communities	
	CP-2.5.3	Deliver Home and Community Care (HACC) and Commonwealth Home Support Program (CHSP) in home services to older residents to enable them to live safely and independently	Community Care continue to support an average of 2000 clients and have welcomed 173 new clients this quarter. On average, 4,520 hours of service are delivered across In-Home Support services each month. During the three declared periods of 'Extreme' Fire Danger Rating in February, services were modified to continue to safely provide support to vulnerable community members with actions including re-scheduling visits to cooler times of the day and providing welfare checks to those clients identified as 'vulnerable'. A new outings brochure has been developed and sent out to clients providing an excellent variety of destinations, costs and activities to support a diverse clientele. Promotion of Department volunteer opportunities has been a priority and after recent feedback the team are considering ways to improve the recruitment process to improve	Communities	




Four Year Initiatives	Code	What will we do in 2023-2024	Progress Comments	Directorate	Status
			the uptake of new volunteers and retain existing volunteers.		
	CP-2.5.4	Partner with the housing and homelessness sector to support the Frankston City Strategic Housing and Homelessness Alliance Five-Year Strategic Plan	The Strategic Housing and Homelessness Alliance met during quarter three to provide stakeholders from across the homelessness and social housing sector with a forum to discuss local solutions to homelessness and housing. The Alliance heard a presentation from Aboriginal Housing Victoria on the need to increase social and affordable housing for eligible Aboriginal and Torres Strait Islander community members.	Communities	
	CP-2.5.5	Provide referral services through our Neighbourhood House programs and youth services	Frequent referrals are made to support services via these programs. Quarter three has seen 315 formal referrals made and received through Frankston Youth Services. This figure does not include the number of young people who self-referred into the school holiday program, nor does it include the numerous informal supports received by young people in our community.	Communities	
Build acknowledgement and respect for Aboriginal and Torres Strait Islander cultural heritage and history	CP-2.6.1	Deliver year two initiatives for Council's Reconciliation Action Plan (RAP)	Continued progress has been made on the Reconciliation Action Plan (RAP) through meetings and collaborations, advancing reconciliation initiatives within the community.	Communities	
	CP-2.6.2	Project manage the masterplan development and advocacy for the redevelopment of the Nairn Marr Djambana gathering place	The masterplan for Nairn Marr Djambana (NMD) gathering place was completed and approved by the NMD board, positioning the project for future grants and advocacy efforts.	Communities	





## Strategic indicators




If we are successful we will see	Code	Outcome Measure	Progress Comments	Directorate	Status
Improve accessibility of services to enhance social inclusion and mental wellbeing	SI2.1	Percentage of participation rates of gender diversity, disability and Aboriginal and Torres Strait Islander communities in structured sport (sporting clubs)	Indicator reported annually	Communities	-
Improve accessibility of services to enhance social inclusion and mental wellbeing	SI2.2	Proportion of people who have ever been diagnosed with depression or anxiety (Victorian Population Health Survey)	Indicator reported annually	Communities	-
Improve accessibility of services to enhance social inclusion and mental wellbeing	SI2.3	Proportion of residents who agree Frankston City is responsive to local community needs (Community Satisfaction Survey)	Indicator reported annually	Communities	-
Increased volunteering to build connections and resilience within the community	SI2.4	Percentage of residents who volunteer 'sometimes' or 'regularly' (Victorian Population Health Survey)	Indicator reported annually	Communities	-
Increased enjoyment of Frankston City's arts and cultural experiences	SI2.5	Proportion of residents who are satisfied with Arts and cultural events, programs and activities (Community Satisfaction Survey)	Indicator reported annually	Customer Innovation and Arts	-






## 3 Sustainable environment

### Initiative progress comments




Four Year Initiatives	Code	What will we do in 2023-2024	Progress Comments	Directorate	Status
Increase urban forest and canopy coverage to create a greener and cooler city	CP-3.1.1	Implement year four actions for Council's Urban Forest Action Plan	Investigations for future planting locations and species selection is ongoing in preparation for the 2025 planting season. Presentation of Banksia planting opportunities at March Council meeting. The canopy mapping project is nearing completion.	Communities	
	CP-3.1.2	Planting 20,000 additional trees as part of the annual municipal wide planning program	Site preparation for planting locations has begun for the 2024 planting season. Planting will occur from May to August when weather conditions are more favourable to plant establishment/survival. All new requests for planting sites are being referred to the 2025 planting program.	Infrastructure and Operations	
	CP-3.1.3	Ensure operational resources align with growth in urban forest to address risk compliance and conduct an independent service review to ensure best practice levels of service are provided benchmarking against other Councils	A tree's service review has been completed and the actions are currently being reviewed for endorsing. The actions, once implemented will deliver significant improvement in tree management processes.	Infrastructure and Operations	
Protect and enhance the natural and coastal environments	CP-3.2.1	Develop the Coastal and Marine Management Plan and Implement year one actions	The draft Coastal Marine and Management Plan engagement closed after six weeks on public exhibition with 77 submissions. While reviewing the community feedback officers have met with all relevant agencies with shared coastal management responsibilities (e.g. Melbourne Water, South East Water, Parks Victoria, DEECA) and/or objectives (Bunurong Land Council, Victorian Fisheries Authority, Safety Transport Victoria) to finalise their involvement and incorporate their feedback into the final Plan.	Communities	

Four Year Initiatives	Code	What will we do in 2023-2024	Progress Comments	Directorate	Status
			A draft Gender Impact Assessment is currently being reviewed for incorporation of recommendations into the Plan.		
	CP-3.2.2	Implement year three actions for Council's Biodiversity Action Plan	Virtual fencing surrounding Langwarrin Flora and Fauna reserve has been installed and monitoring options being discussed with local fauna experts and Wildlife careers to demonstrate efficacy. Environmental Significance Overlay review nearing completion and report on track for presentation in quarter four.	Communities	
	CP-3.2.3	Deliver the Native Vegetation offset Program	Since Council resolved not to pursue Witternberg Reserve as a native vegetation offset site, officers are in the process of investigating three further sites within the municipality, as an alternative site/s. Discussions with neighbouring Councils regarding the potential of establishing a cooperative offset program have also progressed in quarter three.	Communities	
	CP-3.2.4	Maintain natural and coastal reserves	All conservation maintenance programs are on track with continual improvement observed across high quality conservation reserves and rehabilitation sites. Use of fire to improve ecology has commenced at one of three recommended sites. Fire management works remain a priority and were completed on schedule during the fire danger period.	Infrastructure and Operations	
	CP-3.2.5	Review and update priority master plans for Open Space	Gender Impact Assessments were initiated for the Frankston Play Strategy, Frankston Local Park Action Plan and Nepean Boulevard Master Plan. A Gender Impact Assessment was completed for the Sandfield Reserve Master Plan and recommendations will be incorporated into the implementation currently underway. Planning for Open Space improvements continued in	Communities	

Four Year Initiatives	Code	What will we do in 2023-2024	Progress Comments	Directorate	Status
			quarter three. Scoping was completed for district level play space upgrades in Langwarrin. This will inform a preferred location for further community engagement in quarter four. Due diligence activities for Lisa Beth Mews and 250 Wedge Road commenced, following some delays related to the planning amendment and land transfer process.		
	CP-3.2.6	Develop and implement formalised monitoring process for park tree maintenance	Parks tree monitoring program is underway and is on track as per schedule for 2023/24. Volume of hazards identified have decreased from 2022/23 due to proactive maintenance programs allowing for proactive works to address lower priority issues in 2024.	Infrastructure and Operations	
Lessen the severity of climate change through action that enable Council and the community to reduce greenhouse gas emissions	CP-3.3.1	Implement year one actions for Council's Climate Change Strategy and Action Plan including the delivery of the Regional Electric Vehicle (EV) Charging Roadmap	Year one actions for Council's Climate Change Strategy 2023-2030 are underway, including the completion of an assessment on the electrification of Council facilities, continued progress with the conversion of street lights to LED technology and the commencement of an investigation into the transition of Council's fleet to electric vehicles (EVs).	Infrastructure and Operations	
	CP-3.3.2	Ensure Environmentally Sustainable Design (ESD) principles are achieved for new developments, buildings, public realm and places	For quarter three, Council received 50 applications to assess. All new developments requiring a planning permit are assessed to make sure their proposal has considered Environmentally Sustainable Design (ESD) assessments to achieve main ESD requirements included in eight sustainability categories such as water, energy, IEQ, waste, urban ecology, stormwater, transport, management. Council continues to work with the Council Alliance for a Sustainable Built Environment (CASBE) that helps provide and share up to date ESD knowledge and making sure all Victorian councils are consistent in assessing applications.	Communities	

Four Year Initiatives	Code	What will we do in 2023-2024	Progress Comments	Directorate	Status
Improve the quality of recycling, minimise the generation of waste and establish alternatives to landfill disposal			Research projects in CASBE continue to progress such as all electric facilities and improving daylight requirements.		
	CP-3.3.3	Implement energy efficient upgrades to Council assets	Energy efficiency upgrades planned for Council facilities in 2023/24 are scheduled to be undertaken during quarter four, with Council preparing a grant application to potentially expedite future works to be included into the 2023/24 Capital Works Program.	Infrastructure and Operations	
	CP-3.4.1	Progress collaborative procurement for an advanced waste processing solution for household rubbish for the South East Melbourne region to deliver a vital alternative to landfill	Collaborative procurement process progressing as planned.	Corporate and Commercial Services	
	CP-3.4.2	Deliver a standardised four-bin kerbside collection service to all households with a consistent understanding of acceptable materials for each stream	A full four bin system has been delivered to all residential properties as of end of March 2024. Service standards clarifying material content for each stream is yet to be released by the Victorian State Government.	Corporate and Commercial Services	
	CP-3.4.3	Implement year one actions for Council's Waste Circularity Plan	Key actions underway during quarter three include: planning and development work to support the expansion of community recycling hubs to multiple new locations, continuing to progress alternative waste technology opportunities as a landfill alternative, planning and set up works underway for a 'Library of Things' to reduce consumption and provide access to tools and equipment for repair activities, and development and delivery of round one of the 'Trim Your Bin' commercial program to enable businesses to reduce, reuse and recycling more effectively.	Corporate and Commercial Services	
	CP-3.4.4	Increase uptake of the kerbside food waste collection service in single-unit developments and implement the plan	Households that have requested Food Organics Garden Organics (FOGO) starter kits have increased to 31% of the community due to the municipal wide reach achieved with the	Corporate and Commercial Services	

Four Year Initiatives	Code	What will we do in 2023-2024	Progress Comments	Directorate	Status
		to extend this service to multi-unit developments	collateral sent out as part of the new Glass Service rollout.		
	CP-3.4.5	Progress the implementation plan for the kerbside separate glass collection service	The small amount of remaining multi-unit developments has now been fully assessed with services provided to the entire community for residential households as at end March 2024.	Corporate and Commercial Services	✓
	CP-3.4.6	Progress the implementation of food waste minimisation initiatives	Work has commenced on the development of a home composting and worm farming product rebate service to support the community to access alternative food waste disposal options. Officers are also collaborating with community development to explore opportunities for future education programs which also contribute to councils' food security priorities.	Corporate and Commercial Services	●
Increase opportunities to experience native flora and fauna	CP-3.5.1	Support Frankston Environmental Friends Network	Council Officers continue to support Frankston Environmental Friends Network with monthly meetings and implementation of updated Frankston City Council environmental groups certification requirements. Officers continued to develop the Environmental Friends Network Volunteer Manual with steering committee reviewing final draft manual and providing feedback in quarter four.	Communities	●
	CP-3.5.2	Deliver annual environmental programs, such as National Community and School's tree Day and Gardens for Wildlife, to promote behavioural change and positive environmental outcomes	Council officers supported the Gardens for Wildlife Volunteers who undertook 11 gardens for wildlife visits/ 44 volunteer hours) to help residents improve an area of habitat in their garden to support local wildlife. Training of new guides undertaken, with four new guides on-boarded The back yard pollinator program continues, involving 12 participants and will run from December 2023 to January 2025, with observations recorded in 'I-Naturalist'. - 2,274 observations have already been made with 451 species identified.	Communities	●

Four Year Initiatives	Code	What will we do in 2023-2024	Progress Comments	Directorate	Status
			Preparations for National Tree Day and Schools Tree Day are underway. Seaford wetlands has been identified as location for 2024 plantings. The Environmental Education school holiday program has been planned for the next 12 months with environmental educators engaged. The Summer program was successful and Autumn program has begun with 32 attendees to date.		
	CP-3.5.3	Ensure reserves are accessible while still protected	All reserves and tracks are accessible and maintained to standards suitable for public access at this time. Opening hours at Elizabeth Murdoch Arboretum have been expanded, Keast park fencing has been completed, Seaford North/South foreshore track has been programmed for pruning, track maintenance works are ongoing to respond to storm/erosion events.	Infrastructure and Operations	
Improve the management of water including flooding risk, water quality of creeks and waterways and the efficient use of water	CP-3.6.1	Progress Monterey Recycled Water project through design, and commence construction in partnership with key stakeholders	Detailed design of the scheme is underway. South East Water team did a presentation to Council staff on progress in February 2024 and informed that tendering of the works will be completed in June 2024.	Infrastructure and Operations	
	CP-3.6.2	Develop a Frankston Flood and Stormwater Management Framework, and commence implementation of key actions	An initial draft of the Framework is currently being reviewed and a refined draft is anticipated to be completed by May 2024. Commencement of key actions already identified are underway, as follows: - Development of a Stormwater Quality In-lieu Contributions Scheme Policy: Procurement is underway to engage a suitable consultant to assist with this piece of work, anticipated for completion in October 2024. - Minor Drainage Strategies: A number of Minor Drainage Strategies have been carried out and are underway to identify mitigation solutions -	Infrastructure and Operations	



Four Year Initiatives	Code	What will we do in 2023-2024	Progress Comments	Directorate	Status
			Kingston Road Minor Drainage Strategy is complete with implementation to commence in April 2024, Robinsons Road Minor Drainage Strategy is nearly complete, with funds in the Long Term Infrastructure Plan (LTIP) for construction in 2024/25. Procurement of a consultant is underway to develop the Fleetwood Crescent and McComb Boulevard Minor Drainage Strategy, with works to be programmed into the LTIP.		




## Strategic indicators

If we are successful we will see	Code	Outcome Measure	Progress Comments	Directorate	Status
Increased climate emergency response and leadership	SI3.1	Council greenhouse gas emissions (Emissions register)	Indicator reported annually	Infrastructure and Operations	-
Increased climate emergency response and leadership	SI3.2	Community greenhouse gas emissions per capita (Emissions register)	Indicator reported annually	Infrastructure and Operations	-
Increased climate emergency response and leadership	SI3.3	Community satisfaction with Council meeting its responsibilities towards the environment (Community Satisfaction Survey)	Indicator reported annually	Communities	-
Increased protection, access and connection to the natural environment	SI3.4	Proportion of beach water quality samples at acceptable Environmental Protection Authority levels (EPA)	Indicator reported annually	Communities	-
Increased protection, access and connection to the natural environment	SI3.6	Proportion of community satisfied with Open space, natural reserves and foreshore (Community Satisfaction Survey)	Indicator reported annually	Communities	-
Increased diversion of waste from landfill	SI3.7	Proportion of collection waste diverted from landfill (LGPRF)	Indicator reported annually	Corporate and Commercial Services	-
Increased tree canopy over reduced urban heat	SI3.8	Percentage of tree canopy cover (DELWP)	Indicator reported annually	Communities	-
Increased tree canopy cover and reduced urban heat	SI3.9	Urban temperature (DWELP)	Indicator reported annually	Communities	-





## 4 Well planned and liveable city

### Initiative progress comments

Four Year Initiatives	Code	What will we do in 2023-2024	Progress Comments	Directorate	Status
Integrate land use planning and revitalise and protect the identity and character of the City	CP-4.1.1	Deliver revitalisation activities in the Frankston City Centre	Council continued to deliver on the Frankston Revitalisation Program in partnership with the Victorian Government through the Suburban Revitalisation Program. This quarter saw the first meeting of the new Board; this new Board having transition to a shared State Government/Council model. In addition, Council completed the final milestone report for Stiebel Lane improvements. A funding agreement variation was sought for the Nepean Highway central median revitalisation project to enable works to be delivered by June 2025 as part of the Nepean Boulevard Early Works program. External approvals continue to be sought for improvements to the Monash Greenlink that will better connect the Health and Education Precinct to the Frankston City Centre	Communities	
	CP-4.1.2	Develop the Frankston Housing Strategy and commence year one implementation	This action comprises two limbs, with the second limb dependent on approval of the first limb by Council resolution. This quarter, officers have continued to develop the Housing Strategy with a view to bring it to a Council Briefing in the month of June 2024. Officers anticipate bringing the draft Strategy to a Council Meeting in the new financial year for adoption. Year One implementation can occur in 2024/25 provided the Strategy is adopted in the timelines currently anticipated and the sufficient resource is allocated to those actions.	Communities	

Four Year Initiatives	Code	What will we do in 2023-2024	Progress Comments	Directorate	Status
	CP-4.1.3	Develop the Frankston Metropolitan Activity Centre (FMAC) Structure Plan and commence year one implementation	During quarter three at the council meeting of the 18 March 2024, Council considered all the submissions received from the exhibition conducted during quarter two and resolved to refer all the submissions to an independent Planning Panel. Also during quarter three, the request to appoint an independent Planning Panel was made to the Minister for Planning. The Planning Panel process will commence in quarter four.	Communities	
	CP-4.1.4	Trial the integration the Vic3D platform into the planning process to support 3D spatial analysis and visualisation of proposed developments within the FMAC	Council officers are reviewing the legal agreement between Council and the software owner (the State Government Department of Transport and Planning (DTP)) to enable the Vic3D platform software to be installed in Council's system. It is anticipated that the legal agreement will be signed next quarter and that the trial use of the software will commence.	Communities	
Improve connectivity and movement and provide transport choices to the community, including walking trails and bike paths	CP-4.2.1	Implement year 1 actions for Council's Integrated Transport Strategy including review of Bicycle Strategy, to improve transport choices, encouraging safe and accessible active transport and public transport	<p>Actions underway from the Integrated Transport Strategy are:</p> <ul style="list-style-type: none"> <li>- ActivePaths Initiative: Expressions of Interest were sought from all schools in the municipality to trial an OpenStreets and/or ActivePaths initiative. Two schools responded with interest to develop ActivePaths programs with assistance from the Bicycle Network. This work is expected to be completed by July 2024.</li> <li>- Frankston Bike Riding Strategy 2024: Development of a new 5 year Bike Riding Strategy for Frankston is underway, with the draft strategy to be completed by end of June 2024 in preparation for a second round of community consultation. A Councillor Briefing is scheduled for August 2024 and anticipated adoption in September 2024.</li> </ul>	Infrastructure and Operations	

Four Year Initiatives	Code	What will we do in 2023-2024	Progress Comments	Directorate	Status
			- Frankston Road Safety Strategy 2024: Engineering Services have been successful in securing funding from Transport Accident Commision (TAC) to support development of a new Road Safety Strategy. Procurement is underway to engage a consultant to undertake this project to be completed by December 2024.		
Provide well designed, fit for purpose, multi-use open spaces and infrastructure for the community to connect, engage and participate	CP-4.3.1	Deliver the Open Space Strategy through a priority program of development and renewals for open space and play spaces	The Local Play and Park upgrade program has progressed with: - construction underway at Kareela Reserve in Frankston, Pratt Reserve in Frankston South and Lavender Hills Reserve in Carrum Downs. - tender phase commencing for Austin Road in Seaford, Monique Reserve in Langwarrin and East Seaford Reserve in Seaford. - concepts developed and community engagement phase underway for Heysen Reserve in Skye, Lucerne Reserve in Frankston and Brunel Reserve in Seaford. - preliminary concept underway for Alicudi Reserve in Frankston South.	Communities	
	CP-4.3.2	Deliver annual capital works program including key major projects	The 2023/24 Capital Works Program is tracking well, with forecast expenditure of \$90.35 million and 90% of the total program budget committed with contractors. Major projects are progressing well; the Healthy Futures Hub, Jubilee Park Stadium and Ballam Park Regional Playspace are complete and in use. Lloyd Park Pavilion Upgrade and Eric Bell Pavilion are nearing completion, with the Kananook Commuter Car Park and Ballam Park Storm Water Treatment & Park Improvements well underway.	Infrastructure and Operations	
	CP-4.3.3	Develop Council's Public Toilet Action Plan and implement year one actions	Following Council endorsement in quarter two, the Frankston Public Toilet Action Plan implementation has commenced during quarter	Communities	

Four Year Initiatives	Code	What will we do in 2023-2024	Progress Comments	Directorate	Status
			three. Planning and design is progressing for the Seaford Road, Armstrongs Road and Witternberg Reserve public toilet upgrades. Design progressed for a new public toilet at Sandfield Reserve and construction is underway at Carrum Downs Recreation Reserve play space.		
	CP-4.3.4	Review maintenance and asset renewal programs to enhance safety and presentation of the City	<p>The proactive graffiti crew have made a positive impact on presentation of the municipality with a reduction in the amount of reactive graffiti jobs being called in by the community. We have seen an average increase of 87% of area cleaned.</p> <p>All asset inspections are progressing on schedule with Council's Road Management Plan, despite the recent large weather events. Creating more than 300 drainage jobs for the team.</p>	Infrastructure and Operations	
Innovate with smart technology and initiatives to increase the liveability of the city	CP-4.4.1	Capture real time data to gather insights into liveability	Real Time data captured from various sensors across Frankston to understand and report foot traffic, parking and utilization of other assets. E-Bike charging stations and EV charging system data are also captured to understand the usage.	Customer Innovation and Arts	
	CP-4.4.2	Analyse Frankston Metropolitan Activity Centre (FMAC) smart parking trial to identify benefits for further implementation of smart parking technology	Data collected from the smart parking trial has been reviewed, and areas for improvement have been identified through minor adjustments to existing parking restrictions aimed at enhancing turnover. Exploration into integrating Well Street and Playne Street, west of Nepean Highway, with the smart parking system is ongoing.	Infrastructure and Operations	
	CP-4.4.3	Increase collection of various Smart Cities data sets to create insightful reports to help facilitate data driven decision making for Council.	Data is being captured from a range of sensors and insightful reports are created to gain better understanding into parking trends and reports on foot traffic at reserves. Data is captured on the usage of E-Scooters and E-Bikes enabling better understanding of these micro-mobility solutions.	Customer Innovation and Arts	






## Strategic indicators




If we are successful we will see	Code	Outcome Measure	Progress Comments	Directorate	Status
Urban design renewal of places and spaces	SI4.2	Proportion of residents who are satisfied with the design of places and spaces (Community Satisfaction Survey)	Indicator reported annually	Communities	-
Increased travel options that are connected, accessible, smart and safe	SI4.3	Proportion of residents who are satisfied with travel options around the municipality (Community Satisfaction Survey)	Indicator reported annually	Infrastructure and Operations	-
Increased travel options that are connected, accessible, smart and safe	SI4.4	Proportion of residents living within 400m of public transport	Indicator reported annually	Infrastructure and Operations	-
Frankston City's identity as a liveable city	SI4.5	Proportion of residents who are proud and enjoy living in their local area (Community Satisfaction Survey)	Indicator reported annually	Communities	-




## 5 Thriving Economy





### Initiative progress comments


Four Year Initiatives	Code	What will we do in 2023-2024	Progress Comments	Directorate	Status
Activate vacant commercial spaces and underutilised Council assets	CP-5.1.1	Strategically consider and deliver place activation through the municipality	This strategic item is not proceeding. Officers continue to work with local businesses to provide support to activate local areas.	Communities	
	CP-5.1.2	Review empty shops in the FMAC and the strategies to encourage occupancy	The Economic Development Team has been actively seeking solutions to address vacant shopfronts in the Frankston city centre. Council officers have engaged "Plan 1 Project Management and Consultancy together with Ginnane & Associates" on a reactivation and shop improvement project in Young Street, Frankston. The aim of the 'Young Street Vacant Shopfront Activation Project' is to fill two vacant shops in Young Street with quality tenants to breathe new life into this key city centre location, whilst increasing the vibrancy of the area for both businesses and the community, within three months.	Communities	
Remove complexity and provide planning certainty to attract economic investment	CP-5.2.1	Promote Invest Frankston and precinct opportunities	Proactive communications to promote Frankston City as a great place to do business were regularly provided through Council's Economic Development Business eNewsletter with three editions sent to its 2,401 current subscribers during quarter three. Other promotional activities via social media platforms included Facebook and Instagram, with 5,693k current followers on Instagram and Facebook collectively. There were 100 Business / Economic Development posts on Facebook, Instagram and LinkedIn from 1 Jan to 24 March. There were 47.8k accounts reached on the Frankston City Business Facebook page with 1.2k engagements and there were 14.5k accounts	Communities	

Four Year Initiatives	Code	What will we do in 2023-2024	Progress Comments	Directorate	Status
			reached on Instagram with 1.4k people engaging. There were 3.6k link clicks on Facebook. There were 72 new Business at Frankston followers on Instagram during quarter three.		
	CP-5.2.2	Continue to deliver business improvements to improve statutory planning processes and customer experience	The final form (s72 amendment applications) is now online meaning now all planning requests and applications can now be made online. Work has progressed further on implementation of new 'workflow' processes which will improve the functionality of Council's application processing software and allow for more accurate tracking of applications and reporting of live data and application statuses. A first step of implementation for this project was achieved quarter three, which involved the creation of a functional 'statutory clock' within Council's core application processing system (Pathway) to enable real time accurate reporting on application timeframes. Also, a new pre-lodgement workflow is now in Pathway production, which will improve application lodgement processes. The team now also have improved reporting with PowerBI reports for unallocated applications, an applications overview, applications by planner, statutory days overview and stat days by planner.	Communities	
	CP-5.2.3	Maintain and promote Councils business concierge service	74 Business Concierge enquiries were received and actioned during quarter three. This is an increase from previous quarters, indicating that the service is both required and valued by Frankston City businesses. The majority of Business Concierge enquiries during this quarter were related to the food industry, with enquiries related to the beauty industry also prominent. Of the 74 enquiries actioned, almost one half of these were for current and potential business operators in Frankston.	Communities	

Four Year Initiatives	Code	What will we do in 2023-2024	Progress Comments	Directorate	Status
	CP-5.2.4	Foster and maintain relationships that support businesses, providing excellent customer service and building Frankston City's reputation as a place to do business	The Economic Development team delivered Council's first Think Local Month in March, with both promotion and Think Local program activities delivered across the municipality. Think Local Month included an Event Launch, with 60 businesses attending; 22 business workshops, with over 160 participants; local shopping strip activations, with ten local performing artists; a Small Business Expo, with 46 local business exhibitors and 130 visitors; and 100 Think Local \$1,000 grants being awarded to local businesses. Feedback from participants, workshop facilitator's expo exhibitors and visitors was collected throughout the month and will be used to inform future programs.	Communities	
Strengthen Frankston City as a destination for events and creative arts industries	CP-5.3.1	Expand and deliver a reputation for engaging major and destination events	Destination events in the third quarter include Reminisce Decade of House in January, Sunset Twilight Market #4 also in January, and the Stellar Short Film Festival in March. Discussions were held with key event organizers who strongly align with the desired outcomes of the Destination Event Attraction Program. Opportunities with major, established, state government funded and supported initiatives such as Always Live and Creative Victoria grants programs.	Customer Innovation and Arts	
	CP-5.3.2	Engage a diverse range of artists and creatives to enhance Frankston as an arts hub	This quarter had two local creatives deliver their Artist Project Grant outcomes. Local photographer Fiona Basile launched her book, Immerse, at an event at Seaford Lifesaving Club attended by approximately 70 locals including Labor Member for Carrum, Sonya Kilkenny. Local print-maker Billy Nye delivered a group exhibition featuring local printmakers and showcasing local landmarks throughout Frankston. This exhibition resulted from a training opportunity for the	Communities	

Four Year Initiatives	Code	What will we do in 2023-2024	Progress Comments	Directorate	Status
			artists, providing them with the chance to learn from Billy.		
	CP-5.3.3	Highlight Frankston as destination city through a robust marketing campaign that highlights the importance of events, development, investment in a city on the move	City Positioning work has focused on the events calendar during quarter three with the 'Think Local' campaign throughout March. 'Think Local' campaign was very popular with local businesses and the community alike. There are a number of events which have been publicised all aimed at increasing visitation to the CBD and surrounds. This includes the Block Party celebrating the award-winning street art and will continue with a number of new events.	Customer Innovation and Arts	
Elevate Frankston City's identity as an innovation hub and business-friendly city	CP-5.4.1	Develop the Sustainable Economy and Skilled Community Strategy	Targeted business and business representative group engagement on the draft Economic Development and Skilled Community Strategy, supporting Background Paper and Action Plan took place from 4 February to 4 March 2024. The engagement reached: <ul style="list-style-type: none"> <li>• 609 businesses via in-person engagement</li> <li>• eight key stakeholders</li> <li>• Over 6,400 Social Media followers</li> </ul> Seven survey responses were received to the online survey, overall supporting the Strategy and Action Plan. Valuable feedback was received from a local health provider which provided further insight into how Council and this sector can bridge the gap and work together towards attracting skilled workers to the area. The Draft strategy will be presented to Council for consideration for adoption at the 13 May 2024 Council meeting.	Communities	
	CP-5.4.2	Develop the Frankston Industrial Strategy and commence year one implementation	In quarter three, at the 18 March Council Meeting, Council adopted the final Strategy and resolved to request Authorisation from the Minister from Planning to undertake Planning Scheme Amendment C148fran. The request for	Communities	

Four Year Initiatives	Code	What will we do in 2023-2024	Progress Comments	Directorate	Status
			Authorisation was also made to the Department of Transport and Planning (DTP) in quarter three.		
	CP-5.4.3	Support the ongoing growth and development of the Frankston Business Collective and develop an ongoing partnership model	Council is working with the Frankston Business Collective (FBC) to continue growing its membership base. There are a number of new initiatives planned with the FBC also supporting the Think Local economic development campaign during quarter three.	Customer Innovation and Arts	
	CP-5.4.4	Further develop the partnership with Frankston Social Enterprise Hub	Regular meetings with the Social Enterprise Hub have progressed and will continue throughout the year.	Communities	
Leverage the emerging connection between Frankston City's café and dining culture through the revitalisation of public spaces	CP-5.5.1	Develop the 'Nepean Boulevard' vision and implementation plan	Master planning works to realise the Nepean Boulevard Vision continued to progress with detailed strategic transport modelling and analysis underway in close consultation with the Department of Transport and Planning (DTP) to ensure transport network functionality is satisfactorily maintained with any future development scenarios related to the Nepean Boulevard project. This technical transport planning assessment is critical to determining viable improvements to Nepean Highway and will inform development of the Draft master plan. In addition, Early Works designs have been prepared and DTP approvals sought for central median planting and new gateway signs in two locations within the corridor, Early works design has progressed for Mile Bridge and median tree illumination. The feature and levels survey was completed. These positive developments pave the way for the overall enhancement of the corridor, with further initiatives set to materialise on the ground within the next six to twelve months.	Communities	
	CP-5.5.2	Develop new Footpath and Parklet Guidelines to support outdoor dining	The Footpath and Parklet Trading Guidelines was endorsed by Council at the June 2023 meeting	Communities	






Four Year Initiatives	Code	What will we do in 2023-2024	Progress Comments	Directorate	Status
			and this initiative is now complete and in implementation.		
	CP-5.5.3	Embed activation programs in key precincts	The Big Picture Festival was held from 18-24 March activating laneways throughout the City culminating in the Block Party on 22 March. Further events in the quarter included Reminisce at Frankton Football Oval, Waterfront Festival at Frankston Foreshore and Stellar Short Film Festival at McClelland Gallery and Sculpture Park.	Customer Innovation and Arts	
	CP-5.5.4	Deliver the Frankston Local Shopping Strip Action Plan through a priority program of development and renewals	As per the Local Shopping Strip Action Plan, design for the Kareela Road Shops in Frankston and Mahogany Avenue Shops in Frankston North have progressed through to concept phase. Construction documentation package has been finalised for construction tender for Fairways Shops in Frankston.	Communities	


## Strategic indicators






If we are successful we will see	Code	Outcome Measure	Progress Comments	Directorate	Status
Increased business and industry investment	SI5.1	Number of commercial building approvals (ABS)	Indicator reported annually	Communities	-
Rejuvenated activity centre precincts	SI5.2	Gross local product of the municipality (\$m) (.id)	Indicator reported annually	Communities	-
Rejuvenated activity centre precincts	SI5.3	Percentage of retail vacancy rates (Economic Development Scorecard)	Indicator reported annually	Communities	-
Enhanced local employment, education and training opportunities for all people	SI5.4	Proportion of residents who are unemployed (.id)	Indicator reported annually	Communities	-
Enhanced local employment, education and training opportunities for all people	SI5.6	Proportion of residents who hold either a vocational qualification, diploma/advanced diploma, bachelor degree or higher degree (.id)	Indicator reported annually	Communities	-
Enhanced local employment, education and training opportunities for all people	SI5.7	Proportion of residents employed locally in Frankston City (.id)	Indicator reported annually	Communities	-

## 6 Progressive and engaged city






### Initiative progress comments

Four Year Initiatives	Code	What will we do in 2023-2024	Progress Comments	Directorate	Status
Ensure sustainable financial management and the strategic allocation of resources to deliver planned infrastructure and services	CP-6.1.1	Review and update Council's 10 year Financial Plan to guide budget decisions to ensure they are responsible and sustainable	The 10 year Financial Plan has been updated based on the recent service planning and budget process and will form part of the Draft Budget that will be presented to the community in April.	Corporate and Commercial Services	
	CP-6.1.2	Seek alternative revenue sources through service planning and engagement with relevant stakeholders	Service planning contributed to the development of the draft budget and included new fees and charges that are proposed for 2024-25.	Corporate and Commercial Services	
	CP-6.1.3	Continue implementation of the Property Strategy including asset rationalisation and leveraging investment of Council's assets, particularly in the FMAC precinct	The implementation of Council's Property Strategy continues to progress, with 89% of all Bathing Box Licenses now in place following the adoption of the Bathing Box Policy in 2023. A review of the Rental Fees and Charges model has commenced. The Strategic Development Unit continues to identify opportunities to attract appropriate development within the Frankston Metropolitan Activity Centre.	Corporate and Commercial Services	
	CP-6.1.4	Enhance procurement processes and practices that support collaboration, innovation, efficiency and agility	The Procure to Pay module of Council's Financial Management System, Technology One was successfully implemented on 18 March 2024.	Corporate and Commercial Services	
	CP-6.1.5	Oversee the reporting and governance of Council's subsidiary Peninsula Leisure Propriety Limited to ensure recovery and future growth	Peninsula Leisure Pty Ltd has provided Council with the relevant reporting expected for quarter three. Financial and performance outcomes are tracking well with year-to-date results better than expected. The Pines Forest Pool has extended its season for the Easter Break and school holidays due to excellent attendance to the facility. Council and Peninsula Leisure Pty Ltd continue to work in partnership to explore opportunities for	Corporate and Commercial Services	

Four Year Initiatives	Code	What will we do in 2023-2024	Progress Comments	Directorate	Status
			future growth that enhances the engagement, participation and wellbeing for the Frankston City community.		
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	CP-6.2.1	Develop and implement an Integrated Planning & Reporting Framework and embed a Service Governance approach	On track to complete this initiative in quarter four as agreed.	Corporate and Commercial Services	
	CP-6.2.2	Review Council's assets to ensure they meet community needs	Council's work plan for development and renewal of its assets is detailed in the 2023-2033 Long Term Infrastructure Plan (LTIP). The development of the 2024/25 Capital Works Program is well advanced following an extensive review of future project priorities and costings. The draft capital works budget is scheduled to be presented to Council to endorse public exhibition on 22 April 2024.	Infrastructure and Operations	
	CP-6.2.3	Continue to enhance the organisations risk maturity through embedding effective risk management and opportunity awareness	<p>The strategic risk environment has been reviewed and the Executive Management team continue to monitor the operating environment for emerging issues to understand the potential risk impact on the organisation.</p> <p>Detailed Risk reports were tabled with the Audit and Risk Committee at its meeting in February 2024.</p> <p>Work has commenced in relation to Gender Inequity, Child Safety and the Protective Data Security Plan.</p>	Corporate and Commercial Services	
	CP-6.2.4	Ongoing implementation of the Workforce Plan to encourage a high performing, inclusive and engaged workforce	Following an internal audit in 2023, the Workforce Plan will be readdressed and implemented by the end of the 2024 calendar year. The actions in the current version are on track but enhancements have been determined in the audit and the plan can be improved. Current actions will continue to be implemented and met in the timeframe currently allocated	Customer Innovation and Arts	

Four Year Initiatives	Code	What will we do in 2023-2024	Progress Comments	Directorate	Status
			until the new plan is endorsed and implemented.		
	CP-6.2.5	Continue with the implementation of the new child safe standards with the development of a second year action plan	The second year action plan is currently under consultation. Level One & Two Child Safe Compliance Training has been delivered to all required child-facing roles. Level Three Child Safe Training is planned for quarter one of the new financial year.	Customer Innovation and Arts	
	CP-6.2.6	Implement year two actions for Council's Gender Equality Action Plan	We continue to ensure leaders and staff are skilled and confident to lead on workplace gender equality and inclusion through the use of trainings, review of policies and procedures, better data collection methods and tools, and by building a positive culture that is free from harassment discrimination. The progress of all year two actions is complete or ongoing. We continue to review the action plan in line with available resources, organisational capability and readiness. The progress reporting to the commission was successfully submitted in February 2024.	Customer Innovation and Arts	
	CP-6.2.7	Complete working with children and police checks on existing employees	Working with children check (WWCC) compliance is at 100% except for staff who are on leave. Police checks are still to be followed up and will be monitored and ensured compliance at 100% going forward.	Customer Innovation and Arts	
	CP-6.2.8	Scope, identify and implement chemical management software (OSS-08)	Chemwatch has been implemented and manifests uploaded and active for staff use.	Customer Innovation and Arts	
Lead advocacy engagement and enhance relationships with all tiers of government and key stakeholders	CP-6.3.1	Deliver ongoing implementation of 2021-2025 Advocacy Campaign Plan and build the profile of advocacy priorities through implementation of a communication and engagement plan	Council approved a number of key advocacy initiatives in November 2023. These were a key component of Council's advocacy work during the Dunkley by-election. The projects include; Len Phelps Pavilion expansion, Monterey Reserve Precinct revitalisation, Nepean Boulevard revitalisation, Kananook desilting and	Customer Innovation and Arts	

Four Year Initiatives	Code	What will we do in 2023-2024	Progress Comments	Directorate	Status
			Rail Electrification. This builds on Council's continuing priorities of Frankston Basketball and Gymnastics Stadium redevelopment, Sandfield Reserve Precinct revitalisation, Kananook Commuter Car Park and Banyan Fields MBD and Pump Track. The Liberal candidate made an election commitment for a number of these projects.		
Enhance customer experience through the transformation of our services to ensure they are easy to access, and provide seamless transactional and interactional experiences	CP-6.4.1	Transformation of our digital platforms, ensuring that they are fully accessible for people of all abilities and cultures (OSS-06)	In quarter three we have continued to implement additional digital forms to ensure accessibility for the community. Statutory Planning and Building forms were digitised. Environmental Health has been prioritised with two forms now live.	Customer Innovation and Arts	
	CP-6.4.2	Implement phase one of the Customer Experience Strategy to make it as simple and convenient for customers to access information and services (OSS-09)	With the 2022-2024 CX strategy currently in review, the timeframes are being assessed on all outstanding projects to ensure deliverables as agreed, while concurrently planning ahead for all other enhancement work to begin in the new financial year, in line with the creation of 'Future Ready Frankston 2.0'.	Customer Innovation and Arts	
	CP-6.4.3	Enhance opportunities for community participation in decision making through the Community Engagement Framework	Community Engagement for 2024 (and 2025) will focus on the Community Vision, Asset Plan and Long Term Financial Plan and will all feed into the Council Plan for the next Council Term. This engagement process has been very well received to date and is working in the digital and in person environment.	Customer Innovation and Arts	
	CP-6.4.4	Implement year three actions from the IT Strategy to support customer experience and the transformation of processes	The work packages arising from the systems review project have been reviewed and will be prioritised to provide a holistic implementation approach for Frankston City Council. This will need to be aligned and built into the capital works program of works.	Customer Innovation and Arts	

Four Year Initiatives	Code	What will we do in 2023-2024	Progress Comments	Directorate	Status
	CP-6.4.5	Increase efforts on cleaning and maintaining our Name and Address register	A data review is going to occur on the Name and Address register with recommendations on areas where the accuracy of the dataset can be improved.	Customer Innovation and Arts	
	CP-6.4.6	Digitisation of grave site information at Frankston Memorial Park (the Cemetery)	Additional quotes have been requested and received from three different consultants. Quotes have been reviewed and assessed with a preferred vendor chosen. Currently working through contract and procurement to proceed to the next stage.	Corporate and Commercial Services	
	CP-6.4.7	Prepare for the Council election period following the VEC's Electoral Structure Review	Victorian Electoral Commission (VEC) has completed its review of Council's electoral structure, with the new electoral structure being released on 16 February 2024. The Frankston municipality has been revised with nine wards and one Councillor to be elected per ward. Preparations are now underway for the Council elections which includes Councillor Information Sessions, amendment to the Election Period Policy and development of a Councillor Induction Program.	Corporate and Commercial Services	
Support transparent and evidenced based decision making through sharing council data and clear reporting on our measures of success to the community	CP-6.5.1	Monitor Council's Council Plan and Financial performance and prepare a combined Council Plan and budget performance report on a quarterly basis for the community	The quarter two (October to December 2023) performance report was successfully endorsed by Council on 19 February 2024 and published on the website.	Corporate and Commercial Services	
	CP-6.5.2	Enhance the transparency hub system to improve customer experience, trust and confidence in Council	19 out of 20 Councillor Registers had been moved to Transparency Hub. Quarterly refresh of the data of all the registers is in progress. Work is also in progress with the sustainability team to publish energy utilisation data. Work in progress to refresh the story pages pertaining to councillor data and finance data.	Customer Innovation and Arts	

Four Year Initiatives	Code	What will we do in 2023-2024	Progress Comments	Directorate	Status
	CP-6.5.3	Proactively increase access to Council's open data to maximise new opportunities for release of records	Azure Data platform is being built to automate data migration and improve productivity. Maps visuals have been developed with locational datasets.	Customer Innovation and Arts	
	CP-6.5.4	Progress the data protection and security plan	This action is on track, and the team are preparing to conduct a Security Risk Profile Assessment in preparation for the submission to the Office of the Information Commissioner in July, 2024.	Customer Innovation and Arts	

## Strategic indicators

If we are successful we will see	Code	Outcome Measure	Progress Comments	Directorate	Status
Increased engagement with our community	SI6.1	Community satisfaction with Council's community consultation and engagement (Community Satisfaction Survey)	Indicator reported annually	Customer Innovation and Arts	-
Increased engagement with our community	SI6.2	Customer satisfaction with Council's representation, lobbying and advocacy on behalf of the community with other levels of government and private organisations on key issues (Community Satisfaction Survey)	Indicator reported annually	Customer Innovation and Arts	-
Service delivery that frequently meets the needs and expectations of the community	SI6.3	Proportion of resident satisfaction with the overall Council performance (Community Satisfaction Survey)	Indicator reported annually	Corporate and Commercial Services	-
Service delivery that frequently meets the needs and expectations of the community	SI6.4	Proportion of residents satisfaction that Council provides important services that meet the needs of the whole community (Community Satisfaction Survey)	Indicator reported annually	Corporate and Commercial Services	-
Service delivery that frequently meets the needs and expectations of the community	SI6.5	Percentage of capital work program delivered (Capital Works Delivery Program) (target 90 per cent)	Indicator reported annually	Infrastructure and Operations	-
Increased satisfaction with the integrity and transparency of Council	SI6.6	Community satisfaction with Council implementing decisions in the best interests of the Community (Community Satisfaction Survey)	Indicator reported annually	Corporate and Commercial Services	-
Increased satisfaction with the integrity and transparency of Council	SI6.7	Community satisfaction with Council's performance in maintaining the trust and confidence of the local community (Community Satisfaction Survey)	Indicator reported annually	Corporate and Commercial Services	-

## Appendix B – Financial Statements – Frankston City Council

### Attachment A Income Statement for the period ending 31 March 2024

Description	Year to Date			Full Year		
	Actual	Budget	(Fav)/Unfav	Forecast	Budget	(Fav)/Unfav
	\$'000	\$'000	Variance \$'000	\$'000	\$'000	Variance \$'000
<b>Revenue</b>						
Rates and charges	145,888	145,870	(18)	146,422	146,422	-
Government grants - operating	9,997	9,183	(814)	21,183	19,629	(1,554)
User fees and charges	13,441	13,089	(352)	16,879	17,380	501
Statutory fees and fines	4,657	4,487	(170)	6,291	6,744	453
Other Income	3,630	2,960	(670)	4,666	4,004	(662)
Proceeds from sale of property, infrastructure, plant and equipment	428	627	199	355	512	157
<b>Total income</b>	<b>178,041</b>	<b>176,216</b>	<b>(1,825)</b>	<b>195,796</b>	<b>194,691</b>	<b>(1,105)</b>
<b>Expenditure</b>						
Employee costs	62,337	63,756	(1,419)	83,078	85,175	(2,097)
Materials and services	47,929	51,380	(3,451)	74,348	72,544	1,804
Depreciation	24,865	24,586	279	34,409	34,488	(79)
Amortisation - intangible assets	868	868	-	1,157	1,157	-
Amortisation - right of-use assets	-	171	(171)	59	281	(222)
Finance costs	1,081	1,217	(136)	1,422	1,622	(200)
Finance costs - leases	-	6	(6)	10	10	-
Bad and doubtful debts	263	176	87	286	232	54
Other expenses	4,093	2,797	1,296	3,770	3,596	174
<b>Total expenditure</b>	<b>141,436</b>	<b>144,957</b>	<b>(3,521)</b>	<b>198,539</b>	<b>199,105</b>	<b>(566)</b>
<b>Underlying surplus / (deficit)</b>	<b>36,605</b>	<b>31,259</b>	<b>(5,346)</b>	<b>(2,743)</b>	<b>(4,414)</b>	<b>(1,671)</b>
Contributions - capital	2,288	10	(2,278)	2,755	20	(2,735)
Government grants - capital	12,609	18,245	5,636	27,751	29,858	2,107
Contributions - non monetary assets	-	-	-	800	800	-
Contributions - cash	1,312	1,032	(280)	1,734	1,734	-
<b>Surplus / (deficit) for the period</b>	<b>52,814</b>	<b>50,546</b>	<b>(2,268)</b>	<b>30,297</b>	<b>27,998</b>	<b>(2,299)</b>

## Attachment B Capital Works Statement for the period ending 31 March 2024

	Year to Date				Full Year	
	Actual \$'000	Budget \$'000	Variance \$'000	Forecast \$'000	Budget \$'000	Variance \$'000
<b>Property</b>						
Land	-	-	-	-	-	-
Buildings	18,937	11,341	7,596	28,875	18,442	(10,433)
<b>Total Property</b>	<b>18,937</b>	<b>11,341</b>	<b>7,596</b>	<b>28,875</b>	<b>18,442</b>	<b>(10,433)</b>
<b>Plant and equipment</b>						
Plant, machinery and equipment	1,925	1,344	581	3,730	2,576	(1,154)
Fixtures, fittings and furniture	372	272	100	558	375	(183)
Computer and telecommunications	1,593	1,325	268	3,277	2,795	(482)
Library books	566	579	(13)	725	750	25
<b>Total Plant and equipment</b>	<b>4,456</b>	<b>3,520</b>	<b>936</b>	<b>8,290</b>	<b>6,496</b>	<b>(1,794)</b>
<b>Infrastructure</b>						
Roads	2,465	4,417	(1,952)	5,775	6,278	503
Bridges	1,167	146	1,021	1,455	150	(1,305)
Footpaths and cycleways	1,916	2,638	(722)	4,063	4,379	316
Drainage	1,057	2,323	(1,266)	2,561	3,064	503
Recreational, leisure and community facilities	4,628	3,423	1,205	6,907	5,608	(1,299)
Waste management	100	-	100	274	420	146
Parks, open space and streetscapes	3,927	4,833	(906)	11,800	10,785	(1,015)
Off street car parks	8,005	12,488	(4,483)	18,711	22,800	4,089
Other infrastructure	-	-	-	125	-	(125)
<b>Total infrastructure</b>	<b>23,265</b>	<b>30,268</b>	<b>(7,003)</b>	<b>51,671</b>	<b>53,484</b>	<b>1,813</b>
<b>Total Capital works expenditure</b>	<b>46,658</b>	<b>45,129</b>	<b>1,529</b>	<b>88,836</b>	<b>78,422</b>	<b>(10,414)</b>
<b>Represented by:</b>						
Asset renewal expenditure	16,374	16,739	(365)	30,898	26,243	(4,655)
New asset expenditure	13,356	17,972	(4,616)	31,312	36,008	4,696
Asset upgrade expenditure	15,240	9,208	6,032	24,220	14,498	(9,722)
Asset expansion expenditure	1,688	1,210	478	2,406	1,673	(733)
<b>Total Capital works expenditure</b>	<b>46,658</b>	<b>45,129</b>	<b>1,529</b>	<b>88,836</b>	<b>78,422</b>	<b>(10,414)</b>

## Attachment C Balance Sheet for the period ending 31 March 2024

	Prior Year Full Year \$'000	Year to date Actual 2023-2024 \$'000	Full Year Budget 2023-2024 \$'000		Prior Year Full Year \$'000	Year to date Actual 2023-2024 \$'000	Full Year Budget 2023-2024 \$'000
<b>Assets</b>				<b>Liabilities</b>			
<b>Current assets</b>				<b>Current liabilities</b>			
Cash and cash equivalents	35,791	38,295	32,017	Trade and other payables	18,568	8,964	33,183
Trade and other receivables	27,207	69,179	25,482	Trust funds and deposits	6,638	13,776	6,173
Other financial assets	32,050	22,547	44,014	Unearned income	12,826	10,925	2,381
Inventories	156	203	154	Provisions	15,844	15,841	16,336
Non-current assets held for sale	-	-	-	Lease liability	40	40	281
Other assets	4,705	1,240	2,966	Interest-bearing loans and borrowings	427	449	2,167
<b>Total current assets</b>	<b>99,909</b>	<b>131,464</b>	<b>104,633</b>	<b>Total current liabilities</b>	<b>54,343</b>	<b>49,995</b>	<b>60,521</b>
<b>Non-current assets</b>				<b>Non-current liabilities</b>			
Trade and other receivables	471	421	310	Provisions	1,274	2,444	1,329
Investment in subsidiary	300	300	-	Interest-bearing loans and borrowings	28,415	28,525	42,193
Other financial assets	3,507	3,507	-	Lease liability	45	45	12
Intangible assets	3,110	3,376	3,375	<b>Total non-current liabilities</b>	<b>29,734</b>	<b>31,014</b>	<b>43,534</b>
Right of Use	65	65	40	<b>Total liabilities</b>	<b>84,077</b>	<b>81,009</b>	<b>104,055</b>
Property, infrastructure, plant and equipment	2,154,150	2,172,141	2,190,656	<b>Net assets</b>	<b>2,177,435</b>	<b>2,230,265</b>	<b>2,194,959</b>
<b>Total non-current assets</b>	<b>2,161,603</b>	<b>2,179,810</b>	<b>2,194,381</b>	<b>Equity</b>			
<b>Total assets</b>	<b>2,261,512</b>	<b>2,311,274</b>	<b>2,299,014</b>	Accumulated surplus	799,961	862,722	852,231
				Other reserves	1,377,474	1,367,543	1,342,728
				<b>Total equity</b>	<b>2,177,435</b>	<b>2,230,265</b>	<b>2,194,959</b>

## Attachment D Cash Flow Statement as at 30 September 2023

Description	2022-2023 Actual \$'000	Sep-23 Actual \$'000	2023-2024 Budget \$'000
<b>Cash Flow from operating activities</b>			
Rates and charges	140,753	16,490	146,213
Grants - operating	26,061	4,058	20,124
Grants - capital	12,132	3,214	29,858
User fees	17,664	5,878	18,689
Statutory fees and fines	5,404	1,002	7,081
Contributions - monetary	1,825	170	1,763
Interest received	1,451	1,068	1,745
Other receipts	2,695	693	2,646
Net GST refund	3,615	14,839	11,924
Net movement in trust funds	740	1,405	148
Employees costs	(82,153)	(23,964)	(85,088)
Materials and services	(84,622)	(20,189)	(85,524)
Short-term, low value and variable lease payments	(416)	(59)	(296)
Other payments	(2,807)	(887)	(3,444)
<b>Net cash provided by/(used in) operating activities</b>	<b>42,342</b>	<b>3,718</b>	<b>65,839</b>
<b>Cash flows from investing activities</b>			
Payments for fixed assets	(74,823)	(8,648)	(76,922)
Proceeds from sale of assets	13,458	236	962
Payments for Investments with greater than three months maturity	616	15,503	2,500
<b>Net cash provided by/(used in) investing activities</b>	<b>(60,749)</b>	<b>7,091</b>	<b>(73,460)</b>
<b>Cash flows from financing activities</b>			
Finance costs	(1,418)	(205)	(1,623)
Interest paid - lease liability	(15)	-	(10)
Repayment of lease liability	(237)	-	(40)
Proceeds of borrowings	2,150	-	12,707
Repayment of borrowings	(392)	(104)	(1,238)
<b>Net cash provided by/(used in) financing activities</b>	<b>88</b>	<b>(309)</b>	<b>9,796</b>
<b>Net increase (decrease) in cash and cash equivalents</b>	<b>(18,319)</b>	<b>10,500</b>	<b>2,175</b>
<b>Cash and cash equivalents at the beginning of the year</b>	<b>54,110</b>	<b>35,791</b>	<b>29,842</b>
<b>Cash and cash equivalents at the end of the year</b>	<b>35,791</b>	<b>46,291</b>	<b>32,017</b>

## Appendix C – Consolidated Income Statement including Peninsula Leisure Pty Ltd

Description	Year to Date			Full Year		
	Actual \$'000	Budget \$'000	(Fav)/Unfav Variance \$'000	Forecast \$'000	Budget \$'000	(Fav)/Unfav Variance \$'000
<b>Revenue</b>						
Rates and charges	145,888	145,870	(18)	146,422	146,422	-
Government grants - operating	10,342	9,183	(1,159)	21,183	19,629	(1,554)
User fees and charges	23,328	22,421	(907)	29,515	29,822	307
Statutory fees and fines	4,657	4,487	(170)	6,291	6,744	453
Other Income	4,982	4,117	(865)	6,328	5,548	(780)
Proceeds from sale of property, infrastructure, plant and equipment	428	627	199	355	512	157
<b>Total income</b>	<b>189,625</b>	<b>186,705</b>	<b>(2,920)</b>	<b>210,094</b>	<b>208,677</b>	<b>(1,417)</b>
<b>Expenditure</b>						
Employee costs	68,886	70,725	(1,839)	92,255	94,468	(2,213)
Materials and services	51,090	54,188	(3,098)	78,199	76,288	1,911
Depreciation	24,979	24,772	207	34,570	34,736	(166)
Amortisation - intangible assets	872	868	4	1,157	1,157	-
Amortisation - right of-use assets	-	171	(171)	59	281	(222)
Finance costs	1,081	1,217	(136)	1,422	1,622	(200)
Finance costs - leases	-	6	(6)	10	10	-
Bad and doubtful debts	263	176	87	286	232	54
Other expenses	4,555	3,330	1,225	4,445	4,307	138
<b>Total expenditure</b>	<b>151,726</b>	<b>155,453</b>	<b>(3,727)</b>	<b>212,403</b>	<b>213,101</b>	<b>(698)</b>
<b>Underlying surplus / (deficit)</b>	<b>37,899</b>	<b>31,252</b>	<b>(6,647)</b>	<b>(2,309)</b>	<b>(4,424)</b>	<b>(2,115)</b>
Contributions - capital	2,288	10	(2,278)	2,755	20	(2,735)
Government grants - capital	12,609	18,245	5,636	27,751	29,858	2,107
Contributions - non monetary assets	-	-	-	800	800	-
Contributions - cash	1,313	1,032	(281)	1,734	1,734	-
<b>Surplus / (deficit) for the period</b>	<b>54,109</b>	<b>50,539</b>	<b>(3,570)</b>	<b>30,731</b>	<b>27,988</b>	<b>(2,743)</b>

## Appendix D – Consultant expenditure as at 31 March 2024

	Year to Date Actual	Full Year Adopted Budget	% of Budget Spent	Note
<b>Corporate and Commercial Services</b>				
Waste Circularity	165,234	276,300	60%	
Financial and Integrated Planning	36,219	68,845	53%	
Governance and Information	58,611	152,000	39%	
Procurement, Property and Risk	165,221	192,000	86%	
	<b>425,284</b>	<b>689,145</b>	<b>62%</b>	
<b>Customer Innovation and Arts</b>				
People and Culture	(208)	176,296	0%	
Business and Information Technology	9,555	380,000	3%	
Customer Experience & Transformation	57,180	430,000	13%	
Arts and Culture	27,520	101,500	27%	
Community Relations	-	-	0%	
	<b>94,047</b>	<b>1,087,796</b>	<b>9%</b>	
<b>Communities</b>				
Communities Directorate Management	1,100	13,000	8%	
Community Strengthening	8,579	18,000	48%	
Family Health Support Services	22,820	5,000	456%	1
Safer Communities	47,840	7,200	664%	2
Development Services	43,119	137,000	31%	
City Futures	151,146	465,100	32%	
	<b>274,604</b>	<b>645,300</b>	<b>43%</b>	
<b>Infrastructure and Operations</b>				
Infrastructure and Operations Directorate Management	-	-	0%	
Engineering Services	109,047	262,000	42%	
Building Infrastructure	957	10,000	10%	
Capital Works Delivery	15,148	-	0%	
Sustainable Assets	5,790	25,500	23%	
	<b>130,942</b>	<b>297,500</b>	<b>44%</b>	
<b>Total expenditure</b>	<b>924,877</b>	<b>2,719,741</b>	<b>34%</b>	

### Notes

1. Consultants engaged with the development of the Kinder Workforce Strategy (offset by DET grant).
2. Consultants engaged to assist with the Animal Pound/Shelter business case between Frankston/Kingston/Mornington.

## Appendix E – General Operating expenditure as at 31 March 2024

	Year to Date Actual	Full Year Adopted Budget	% of Budget Spent	Note
<b>CEO</b>				
Chief Executive Officer	464	-	0%	
	<b>464</b>	<b>-</b>	<b>0%</b>	
<b>Corporate and Commercial Services</b>				
Corporate and Commercial Services Directorate Manag	3,660	2,400	152%	1
Waste Circularity	1,689	7,050	152%	
Financial and Integrated Planning	616	6,690	9%	
Governance and Information	806	3,599	22%	
Procurement, Property and Risk	73	1,300	6%	
	<b>6,844</b>	<b>21,040</b>	<b>33%</b>	
<b>Customer Innovation and Arts</b>				
People and Culture	11,193	21,398	52%	
Business and Information Technology	3,337	7,500	44%	
Customer Experience & Transformation	4,224	9,500	44%	
Customer Innovation & Arts Directorate Managemen	8,113	1,000	811%	2
Arts and Culture	26,148	63,352	41%	
Community Relations	6,326	1,500	422%	3
	<b>59,342</b>	<b>104,251</b>	<b>57%</b>	
<b>Communities</b>				
Communities Directorate Management	1,750	-	0%	
Community Strengthening	31,369	41,018	76%	
Family Health Support Services	9,701	16,191	60%	
Safer Communities	4,931	10,845	45%	
Development Services	1,037	10,230	10%	
City Futures	3,913	48,160	8%	
	<b>52,701</b>	<b>126,445</b>	<b>42%</b>	
<b>Infrastructure and Operations</b>				
Infrastructure and Operations Directorate Managemen	9,459	7,000	135%	4
Operations	6,088	15,400	40%	
Engineering Services	130	1,000	13%	
Building Infrastructure	627	2,000	31%	
Capital Works Delivery	178	2,600	7%	
Sustainable Assets	2,914	2,432	120%	5
	<b>19,395</b>	<b>30,432</b>	<b>64%</b>	
<b>Total expenditure</b>	<b>138,746</b>	<b>282,167</b>	<b>49%</b>	

### Notes

1. Catering associated with the Future Ready Frankston Excellence Awards.
2. Catering associated with the EMT Q&A event and CIA Lunch & Learn event.
3. Catering for Frankston Susono Friendship Association committee meetings and Wuxi delegation meeting.
4. Catering associated with the Future Ready Frankston Excellence Awards.
5. Venue hire for cross functional development of the 2024/25 capital works program.



#### How to contact us

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Frankston City Council PO Box 490  
Frankston VIC 3199

Interpreter services  
We cater for people of all  
backgrounds Please call 131 450

#### National Relay Service

If you are deaf, hard of hearing and/or  
have a speech impairment you can  
contact the Council using the National  
Relay Service.

Teletypewriter (TTY) 133 677 Voice  
Relay 1300 555 727  
SMS Relay 0423 677 767

**Executive Summary****12.5 Draft Economic Development and Skilled Community Strategy**

*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 endorsement of the *Draft Economic Development and Skilled Community Strategy 2023-26*.

**Recommendation (Director Communities)**

That Council:

1. Notes that the Draft Economic Development and Skilled Community Strategy 2023-26, supporting Background Paper and Action Plan have been developed;
2. Notes that findings from targeted business and business group engagement on demonstrate support for the Draft Economic Development and Skilled Community Strategy 2023-26 and supporting Action Plan;
3. Endorses the Draft Economic Development and Skilled Community Strategy 2023-26; and
4. Notes that the endorsement of the Draft Economic Development and Skilled Community Strategy 2023-26 will facilitate the implementation of initiatives detailed in the Action Plan. These initiatives are designed to leverage Frankston City Council's current economic strengths and opportunities while addressing the three key Priority Areas of:
  - Supporting local business;
  - Investment attraction and economic activation of places; and
  - Council as an enabler.

**Key Points / Issues**

- SGS Economic and Planning were engaged in July 2023 to develop an *Economic Development and Skilled Community Strategy 2023-26 – Background Paper* and to support officers in the development of a Draft Strategy and supporting *Action Plan*.
- The *Economic Development and Skilled Community Strategy 2023-26 Background Paper* provides information and background evidence which was used to inform the Draft Strategy.
- The *Draft Economic Development and Skilled Community Strategy 2023-26* aims to support economic prosperity by using current economic and demographic data and information to build on existing strengths and advantages as well as future opportunities which are aligned with the Frankston City Community Vision and Council Plan Priorities.

**12.5 Draft Economic Development and Skilled Community Strategy****Executive Summary**

- The *Draft Economic Development and Skilled Community Strategy 2023-26* has three Priority Areas:
  - Supporting local business;
  - Investment attraction and economic activation of places; and
  - Council as an enabler.
- Council officers carried out targeted business and business group engagement on the *Draft Economic Development and Skilled Community Strategy 2023-26* and supporting *Action Plan* for a four-week period from 5 February 2024 to 5 March 2024;
- Findings from the targeted engagement show overall support for the *Draft Economic Development and Skilled Community Strategy 2023-26* and supporting *Action Plan*.

**Financial Impact**

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

**Consultation****1. External Stakeholders**

Outreach engagement activities to promote the Draft Strategy and Action Plan and to encourage feedback from local business operators via an online survey on Engage Frankston included:

- 609 businesses via in-person engagement
- 14,000 local businesses via e-mail
- Over 6,400 Social Media followers

Recipients were encouraged to complete the survey and were subsequently entered into a draw to win a double pass to a show of their choice at the Frankston Arts Centre.

This was further supported with outreach engagement activities to promote the Draft Strategy and Action Plan with eight key stakeholders, including business representative groups. These were:

- Frankston Business Collective
- Peninsula Health
- Chisholm TAFE
- Monash University
- Frankston and Mornington Peninsula Business Committee
- Vicinity (Bayside Shopping Centre)
- South East Melbourne Manufacturers Alliance (SEMMA)
- Frankston Social Enterprise Hub

Engagement feedback received shows that business operators want Council to deliver more initiatives aimed at connecting businesses with other businesses and to ensure both existing and potential business operators are supported. Findings also demonstrate that business operators would like more promotion of Council's Economic Development services and supports, especially relating to regulatory requirements and grants, and that barriers navigating red tape and delayed timelines for regulatory approvals could still be improved on.

**12.5 Draft Economic Development and Skilled Community Strategy****Executive Summary**

There is also a need for Council to increase partnership opportunities with local education providers to support future business employment needs.

This targeted engagement confirms that Council is progressing in the right direction with providing more opportunities for businesses to learn, grow and connect.

The three Priority Areas within the Draft Strategy, together with the supporting Action Plan, will address the feedback received.

**2. Other Stakeholders**

Relevant internal teams were consulted during the development of the *Draft Economic Development and Skilled Community Strategy 2023-26 Action Plan*.

**Analysis (Environmental / Economic / Social Implications)**

The *Draft Economic Development and Skilled Community Strategy 2023-26* aims to support the economic prosperity of Frankston City by using current economic and demographic data and information to build on existing strengths and advantages which are aligned with the Frankston City Community Vision and Council Plan Priorities.

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

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

Legal

There are no legal impacts associated with this report.

Policy Impacts*Economic Development Policy 2019**Procurement Policy 2021-2025*

The *Draft Economic Development and Skilled Community Strategy 2023-26* is consistent with both policies, including Clause 15.1 of Council's *Procurement Policy 2021-2025* which states:

*Economic sustainability*

Council supports Local Suppliers and economic development by:

- Encouraging purchases that are from Local Suppliers and from local inputs;
- Supporting small to medium enterprises (SMEs);
- Generating opportunities for local employment and supply chains;
- Designing competitive procurement processes that attract local businesses;
- Undertaking early local market engagement; and
- Fostering innovation and emerging sectors.

**Gender Impact Assessments**

A gender impact assessment is required and is in progress.

The assessment is at the commencement stage.

**12.5 Draft Economic Development and Skilled Community Strategy****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 risk impacts associated with this report.

**Conclusion**

The *Draft Economic Development and Skilled Community Strategy 2023-26* has been developed to:

- Reflect current economic and demographic data;
- Align with the Frankston City Community Vision and Council Plan Priorities;
- Build on existing strengths and advantages as priority areas for future opportunities (best practice economic development); and
- Clearly outline the role of Council in supporting economic prosperity including community wealth building and employment.

To address the above, the *Draft Economic Development and Skilled Community Strategy 2023-26* has the three Priority Areas outlined below and a supporting *Action Plan* to address each of these:

- Supporting local business
- Investment attraction and economic activation of places
- Council as an enabler

Targeted business and business group engagement demonstrated overall support for the *Draft Economic Development and Skilled Community Strategy 2023-26* and supporting *Action Plan*.

---

**ATTACHMENTS**

- |                                 |  |
|---------------------------------|--|
| Attachment A: <a href="#">↓</a> | Draft Economic Development and Skilled Community Strategy                        |
| Attachment B: <a href="#">↓</a> | Draft Economic Development and Skilled Community Strategy<br>Action Plan         |
| Attachment C: <a href="#">↓</a> | Draft Economic Development and Skilled Community Strategy<br>Background Paper    |
| Attachment D: <a href="#">↓</a> | Draft Economic Development and Skilled Community Strategy<br>Engagement Feedback |

# Draft Frankston Economic Development and Skilled Community Strategy

Frankston City Council

February | 2024



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OFFICES IN CANBERRA, HOBART, MELBOURNE, AND SYDNEY ON THE COUNTRY OF THE NGAMBRI/NGUNNAWAL/NGARIGO, MUWININA, WURUNDJERI, AND GADIGAL PEOPLES.

## Acknowledgement of Country

Frankston City Council 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 Council is situated.

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# Introduction

## Purpose and scope

Local government has a unique role in economic development as the level of government that works most closely with the community and businesses. Council's economic development roles include service and infrastructure delivery, facilitation and partnerships, and advocacy.

Council provides a range of **core economic development services** directly to local businesses and business centres. This includes development of economic strategic directions, business development and support, advice, training, skill development, financial assistance programs, land use planning support, business promotion, investment attraction, and business site brokerage.

In addition to this, Council provides a range of **place-based services and infrastructure** to support business centres. This includes amenity, cleaning and waste management, streetscape improvements and place making, delivery and maintenance of infrastructure (roads, footpaths, drainage, lighting, seating, carparking, tree planting etc), events and activation of centres, and the provision and management of community infrastructure assets such as visitor centres, libraries, community centres, and art centres.

When Council does not have a direct delivery role, it often **facilitates** economic outcomes through building partnerships, connecting organisations, and building the capacity of community members and organisations to lead economic activities – including through business associations and groups.

Council also **advocates** on behalf of the community and businesses for funding and the delivery of services or infrastructure that are not the direct responsibility of Council. This can include major local infrastructure projects and financial investment, as well as regional investment from government and key businesses.

The purpose of this strategy is to:

- Build on the actions delivered through the 2016 Economic Development Strategy.
- Reflect the changing economic conditions and opportunities facing Frankston including:
  - Industry disrupters - current and likely future trends.
  - Economic and job growth.
  - The unique economic development effects that COVID-19 has on the global, Australian, and local economy.
  - Regional opportunities.
- Articulate Council's role and the focus for economic development for 2023-26.

## The Strategy

The Economic Development Strategy 2023-2026 is based on the findings of the Economic Development Background Paper and feedback from businesses and business stakeholders across Frankston (to be conducted, commencing 5 February 2024). The strategy focuses on building a strong local economy while leveraging opportunities across the region.

It does this through:

- **Vision:** which is in alignment with the 2040 Community Vision for economic development.
- **Guiding principles:** which are based on the principles of community wealth building with the aim of creating a locally connected economy.
- **Priority areas:** aligned with best practice economic development and the current and future opportunities in Frankston City.
- **Actions:** arranged across short, medium, and long term timeframes and aim to consolidate existing strengths and build on the future opportunities, and aligned with the three economic development priorities in the Frankston City Council 2020-2024 Council Plan.

**Vision:** Frankston City nurtures and attracts innovation and investment and is known for its education and businesses opportunities, including renewable energy, technology, hospitality, health, and tourism.

### Guiding principles:

- A thriving and sustainable economy
- Local procurement, economic ownership and employment

**Priority 1:** Supporting local businesses

**Priority 2:** Investment attraction and economic activation of places

**Priority 3:** Council as an enabler

**Council Plan priority:** Business and industry investment and attraction

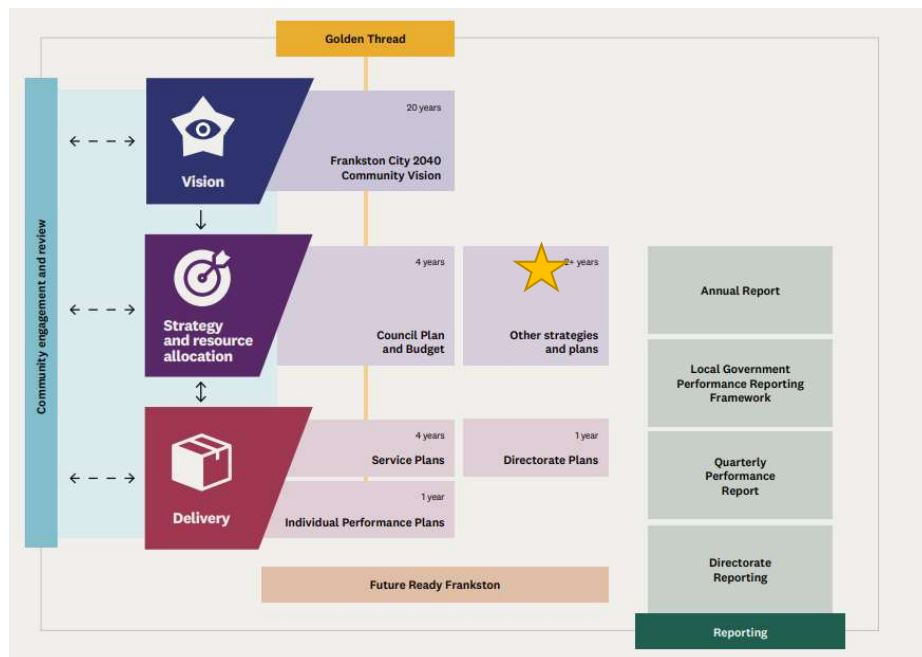
**Council Plan priority:** Activity centre precincts

**Council Plan priority:** Local employment and training opportunities for all people

**FIGURE 1: ECONOMIC DEVELOPMENT STRATEGY OVERVIEW**

This strategy provides Council with the mechanisms to deliver on the economic aspirations in the Community Vision and Frankston City Council 2020-2024 Council Plan. In addition, it provides direction and guidance across all Council services, program, infrastructure, and financial spending to ensure that local economic outcomes are prioritised. Figure 2 highlights where this strategy sits in the Council planning framework and how this connects with future service plans, budgets, and reporting.

**FIGURE 2: FRANKSTON INTEGRATED PLANNING AND REPORTING FRAMEWORK**



# Economic development in Frankston

## Economic Trends

The City of Frankston services a local and regional catchment, as well as supporting the state economy. To understand what the municipality's economic role might be in these regions over the next five to 10 years, it is important to appreciate the broader economic development trends.

The following is a summary key economic trends occurring internationally, nationally and in Victoria.

- **COVID-19, the exposure of global supply chain risk, and capturing wealth locally:** COVID-19 exposed the fragile nature of global supply chains. It impacted some critical production and distribution of goods. To minimize the impacts of supply chain and resource/skills shortages, businesses are turning to the development of localised supply chains. This includes local anchor institutes such as health, education, government services, and manufacturing drawing on local businesses for supplies and local residents for employment.
- **Climate change and reducing impacts:** With increased global and natural disasters community, businesses, and governments are demanding a greater response and push towards net-zero carbon emissions. This includes considerations to how businesses establish, operate, and their choice of products and services. It also includes considerations to resilience of businesses during and after natural disasters.
- **Transitioning to the circular economy:** Aligned with reducing carbon emissions there is a strong demand to create a circular economy. This would result in 'closing the loop' on the production and consumption of goods by seeing waste products as a resource to be recovered and re-integrated into the supply chain, thereby reducing waste. For this to be successful there not only needs to be the repurposing skills and technology, but also the demand for recycled products.
- **Transitioning to a service economy:** Australia has been experiencing a transition into a service economy for some decades. This includes sectors such as retail, health services, education, finance, hospitality, and accommodation. Frankston already has a strong service economy, however this will need to continue to strengthen.
- **Health and medical technology:** There is a growing health sector across MedTech and BioTech with a global market for health research, development, and innovation. Frankston is a dedicated health and education precinct, therefore opportunities to further invest and strengthen the local and regional health and medical industry.
- **Digital technology:** A range of advancements in technology and automation is changing the way in which we do business and skills we will need in the future. Changes include 3D printing, artificial intelligence, importance of data, and changes in work operations (e.g., working from home). It will be important that local workers have the skills and knowledge in this technology as well as businesses to leverage these opportunities.

In addition to the trends, the State Government has acknowledged the importance of:

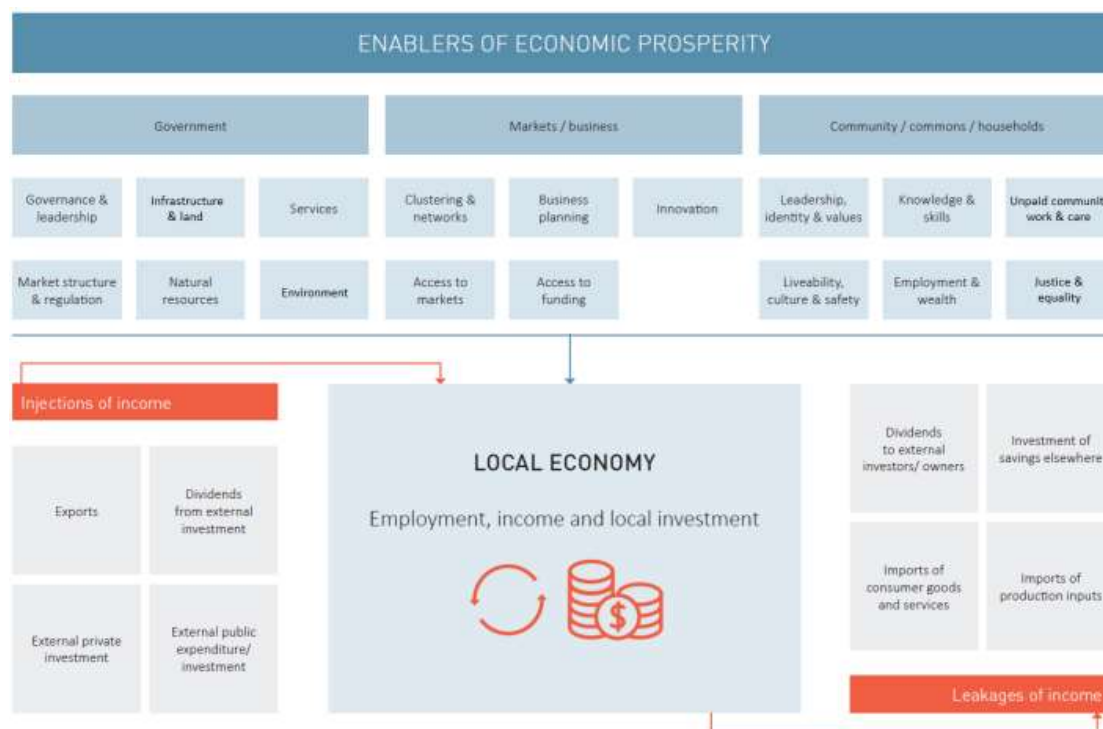
- Industrial estates in Frankston and the freight network from Frankston into Dandenong and further north to Clayton.
- Frankston as a national employment and innovation cluster and the potential for health manufacturing and research and development.
- Hospital upgrades at Frankston Hospital.
- Frankston Metropolitan Activity Centre and urban renewal within the Centre.
- Improving public transport between Frankston, Dandenong, and Cardinia as well as a high-capacity metro train (HCMT) from the city into Frankston.
- The connection of the Suburban Rail Loop from Frankston through the middle metropolitan suburbs to Werribee.



## Creating a strong economy

The local economy relies on injections of income and the minimisation of leakages of income. As per Figure 3 the **enablers of economic prosperity** can be grouped into three pillars – government, markets / business, and community. These pillars indicate where efforts should be directed to improve business, employment opportunities, and community wealth building to increase local economic investments. Local government has a role across all three pillars. This can be a direct role such as service and infrastructure delivery to facilitation, enabling, and or advocacy.

FIGURE 3: SGS MODEL OF A LOCAL ECONOMY



Source: SGS Economics and Planning

The **prosperity of the local economy** can be assessed through understanding income generating activity and leakages of income. The bottom left of the diagram, 'exports' are a major player in economic performance and prosperity. Exports in this context refer to any product or service traded to anyone outside of Frankston, to the rest of the region, Victoria, Australia or overseas. This includes dollars spent by visitors to the area, such as people coming to use Frankston City's health services or retail centres.

Income injected into the local economy creates a multiplier effect as exporting businesses draw on local suppliers and workers to meet the demand from external customers.

External private investment provides capital to finance new industries and enhance existing industries, boosting infrastructure and productivity, and creating employment opportunities in the process. External private investment also brings new businesses with connections in different markets into the area, opening additional export opportunities. External public investment is similar but provided by State or the Commonwealth government to invest in services, infrastructure, or businesses in Frankston City.

As well as money injected into the economy, the right hand column of the diagram shows that income can leak back out as local firms import inputs to production (for instance, using banking services from a bank headquartered in a capital city). Similarly, consumers also import goods and services, like buying clothing or products in nearby areas or online, or residents (not always by choice) choosing to work or pursue leisure outside of the local area. These leakages dilute the multiplier effect from export sales and other injections of income. Another leakage occurs when the local economy is dominated by firms owned elsewhere, which sees the wealth generated (as profits and dividends) flowing to shareholders and investors outside of the local economy.

An objective for good local economic performance is to **maximise export** income and the associated employment by identifying opportunities for export industry growth, while also minimising income **leakages through imports**. It should be noted that not all imports cannot be localised. Given this, broader economic strengths of an economy should also be considered.

For the City of Frankston, the major exports and imports are provided below:

**TABLE 1: EXPORTS AND IMPORTS, 2021**

Export (income)	Import (income leakages)
<b>Industry exports:</b> <ul style="list-style-type: none"> <li>Construction Services \$586m</li> <li>Health Care and Social Assistance \$490m</li> <li>Water Supply, Sewerage and Drainage Services \$480m</li> <li>Retail Trade \$291m</li> <li>Basic Non-Ferrous Metal Manufacturing \$173</li> </ul>	<b>Goods and services imported:</b> <ul style="list-style-type: none"> <li>Construction Services \$359m</li> <li>Basic Non-Ferrous Metal Manufacturing \$178m</li> <li>Health Care Services \$149m</li> <li>Residential Building Construction \$96m</li> <li>Wholesale Trade \$91m</li> <li>Water Supply, Sewerage and Drainage Services \$90m</li> <li>Polymer Product Manufacturing \$81m</li> <li>Retail Trade \$68m</li> <li>Structural Metal Product Manufacturing \$66m</li> <li>Non-Residential Building Construction \$63m</li> </ul>
<b>Private investment:</b> <ul style="list-style-type: none"> <li>Expansion of industrial sectors (various)</li> <li>Residential and mixed use major developments</li> </ul>	
<b>Public expenditure and investment:</b> <ul style="list-style-type: none"> <li>Frankston Hospital upgrades</li> <li>Improving public transport and freight connections to Frankston</li> </ul>	

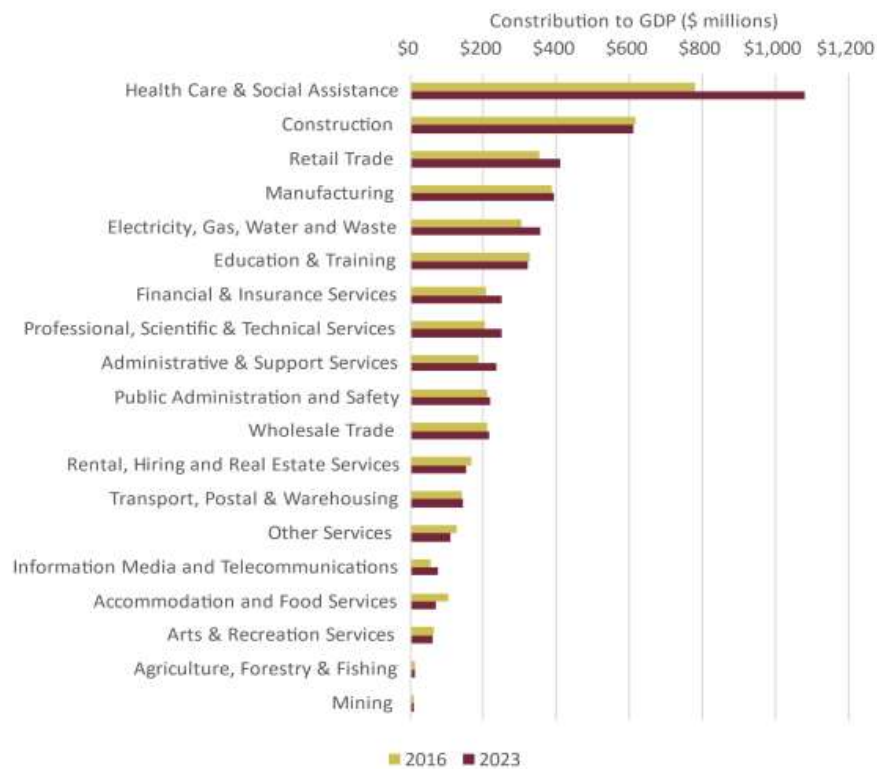
Source: SGS Economics and Planning, 2021

## Economic strengths

The industries that make the largest contribution to Frankston City's Gross Regional Product (GRP) are health care and social assistance, followed by construction, retail trade, and manufacturing. All of these industries have been significant to economic growth in the municipality. Manufacturing has found ways to evolve and refresh amidst significant global change and competition.

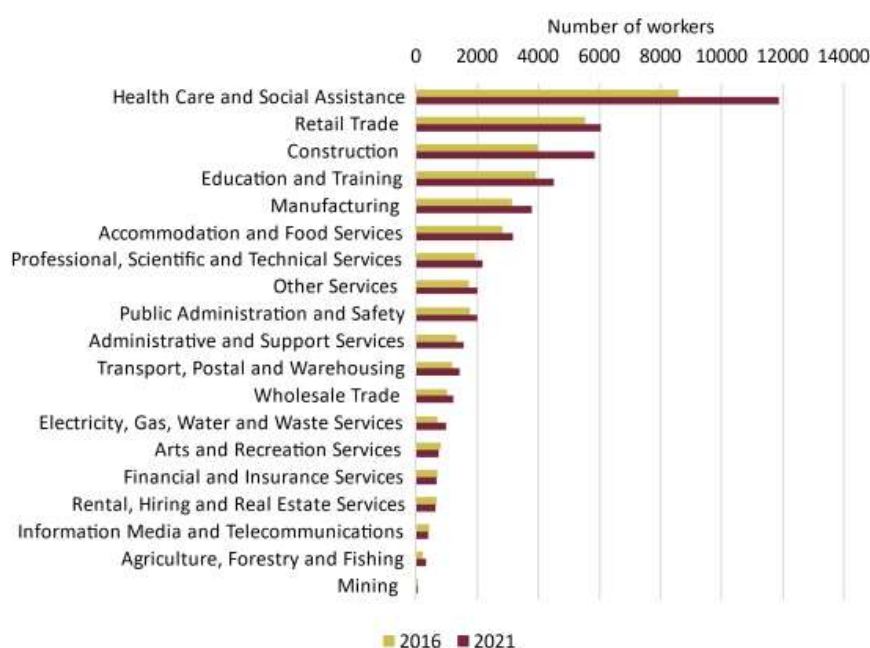
Health care and social assistance is the highest contributor to GRP, and the largest industry of employment for workers in Frankston as shown in Figure 4 and Figure 5. While retail trade is the third largest contributor to GRP, it is the second largest industry by employment in Frankston.

FIGURE 4: CONTRIBUTION TO GROSS REGIONAL PRODUCT BY INDUSTRY



Source: SGS Economics and Planning (2023) - Australia's Economic Wellbeing Dataset (internal).

FIGURE 5: INDUSTRY BY EMPLOYMENT, 2016 AND 2021



Source: SGS Economics and Planning based on ABS census of Employment, income and education using Place of Work data, 2016 and 2021.

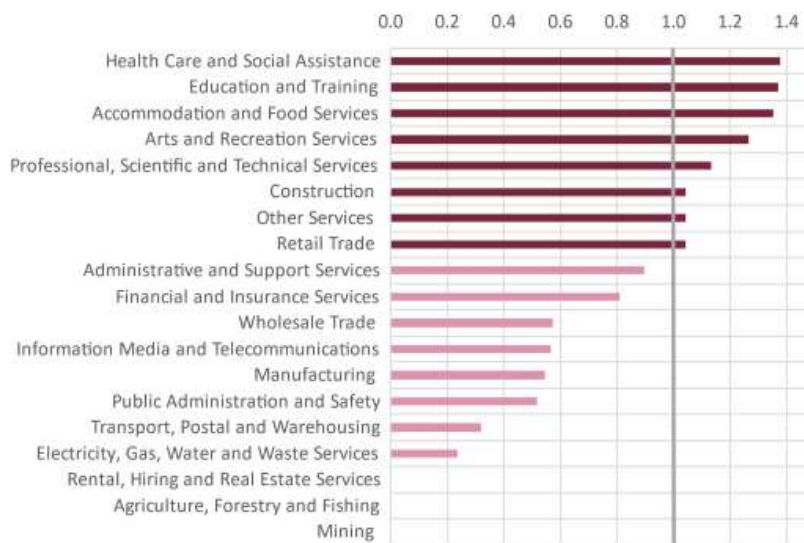
To consider what the competitive advantage of Frankston City is over other economies, a location quotient (LQ) analysis was undertaken. This considers the economic share of the industries in Frankston City compared to Greater Melbourne. An LQ score of greater than 1.0 signifies that the sector in question is over-represented in Frankston compared to Greater Melbourne. This in turn, suggests that Frankston has something of a competitive advantage in the sector.

As indicated in Figure 6, the competitive advantages in Frankston compared to Greater Melbourne are in:

- health care and social assistance
- education and training
- accommodation and food services
- arts and recreation services.

Other noteworthy economic advantages include professional, scientific, and technical services, construction, and retail trade. These strengths should be nurtured, however it is important not to become over-reliant, or focused, on a few key strengths at the expense of a more diversified and resilient economy (Figure 6).

FIGURE 6: FRANKSTON'S COMPARATIVE STRENGTHS - 2021 LOCATIONAL QUOTIENT ANALYSIS

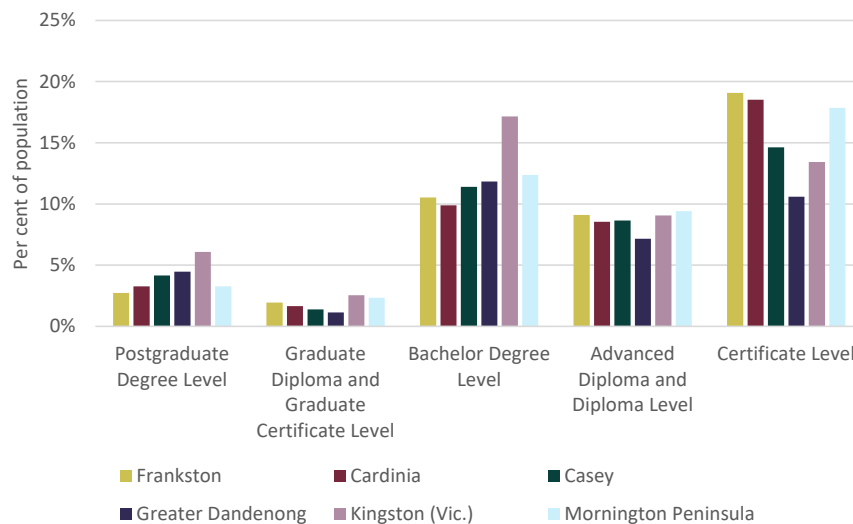


Source: SGS Economics and Planning based on ABS census of Employment, income and education using Place of Work data, 2016 and 2021.

### Local skills

The level of knowledge, experience and skills in the economy is critical to economic performance. Without an adequate level of knowledgeable and skilled people, business capability can decrease. The majority of Frankston City residents with post-school qualifications have a certificate, diploma or bachelor's degree.

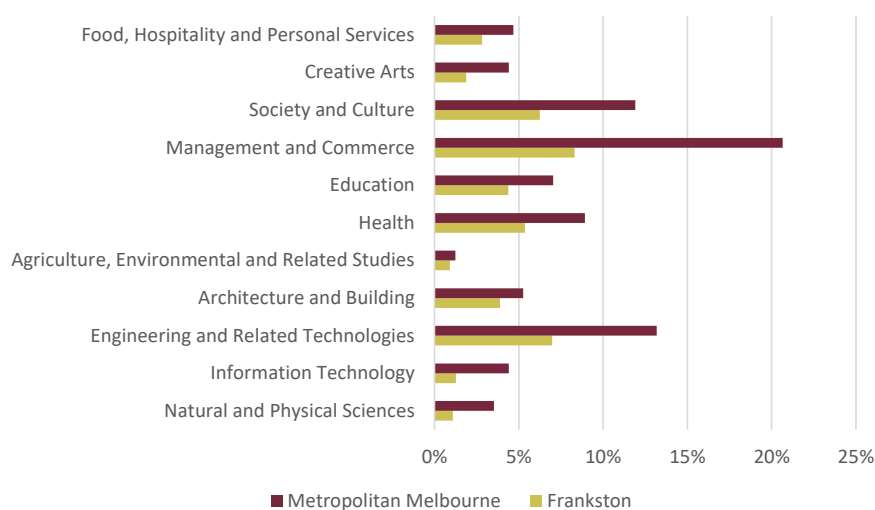
FIGURE 7: SHARE OF PEOPLE WITH POST-SCHOOLING QUALIFICATIONS, 2021



Source: Source: SGS Economics and Planning based on ABS census of Population and housing, 2021.

Of those Frankston City residents with post-school qualifications, the field of study is diverse. This also corresponds to the diverse strengths across Frankston City being health, education, construction, manufacturing, and hospitality.

FIGURE 8: SHARE OF PEOPLE WITH QUALIFICATIONS BY FIELD OF STUDY, 2021



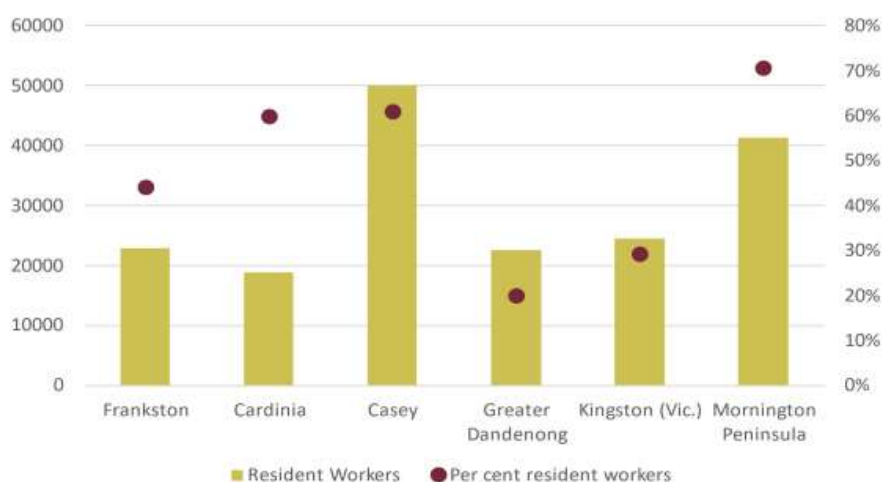
Source: Source: SGS Economics and Planning based on ABS census of Population and housing, 2021.

### Local worker containment

Due to the relatively strong correlation of skilled workforce and jobs, compared to other Local Government Areas in the region, Frankston City has a reasonably high containment of resident workers (Figure 9). Frankston has nearly 23,000 residents that work within the municipality. This equates to 44 per cent of the total workforce.

However, this means that 66 per cent, or 29,000 workers are leaving the municipality each day for work. The majority of residents who leave Frankston City for work are working in the southern metro region. However, there are also a significant number of residents commuting to Melbourne, Monash, Knox, and Bayside for work each day.

FIGURE 9: SHARE OF EMPLOYED RESIDENTS WORKING WITHIN THE LGA, 2021



Source: SGS Economics and Planning based on ABS census of Employment, income and education using Place of Work and Place of Residence data, 2021.

Frankston City's economy will need to continue to adapt and adjust. This includes adjusting to and optimising new technology, increasing access to and linkages with local supply chains, transitioning to a circular economy, and leveraging key local businesses.

Council has a key role in supporting this through:

- Supporting local businesses
- Investment, attraction, and economic activation of places
- Council as an enabler

## Vision

Frankston City nurtures and attracts innovation and investment and is known for its education and business opportunities, including renewable energy, technology, hospitality, health, and tourism.



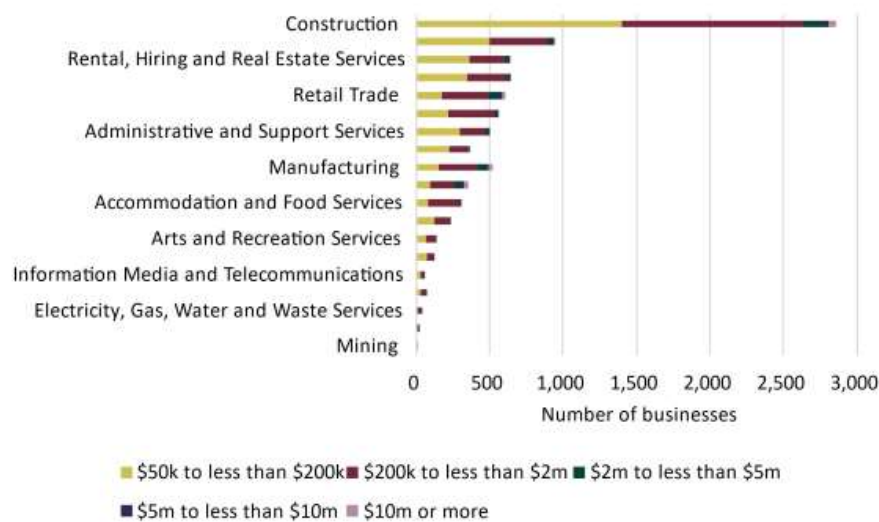
## Priority 1: Supporting local businesses

Supporting local businesses is an important role for Council. Frankston City has over 15,000 GST registered local businesses. The majority of local businesses are in construction, rental, hiring and real estate, retail trade, and administrative and support services.

Businesses will need to adapt to changing technology and have a focus on innovation and future growth.

In addition, the more local businesses are connected and using local supply chains the greater the opportunity to capture wealth locally.

FIGURE 10: NUMBER OF BUSINESSES IN FRANKSTON CITY BY SIZE AND INDUSTRY, 2021



Source: ABS Census data, 2021

Frankston City is also a State recognised health and education precinct. There have been and continue to be some significant institutional investments being made in Frankston City in the Health and Education sectors. Together these two sectors have been identified as both the largest and the fastest growing in the local economy. Key anchor tenants include the Frankston Hospital, Peninsula Private Hospital, Monash University, and Chisholm TAFE. These anchor tenants will not only support local employment opportunities now and into the future, but also provide opportunities to grow local businesses in the health and education service and supply chain.

Council has a key role in supporting local businesses through economic development services such as:

- **Business support:** proactively providing information, resources, and tools to support local businesses.
- **Business development:** promote business growth, industry investment and expansion in the community.
- **Planning:** leading and influencing local planning processes to enable an efficient planning system and the ability for business growth through appropriate zoning, that encourages investment and employment.
- **Council business grants:** council-funded grant program to support businesses in delivering on the objectives of the economic development strategy.
- **Partnerships and advocacy:** continuing to support external investment in Frankston City, especially within the health and education sector.

Specific actions that Council will focus on for the next 12 months and beyond can be found in the Action Plan.



## Priority 2: Investment, attraction, and economic activation of places

The State Government has identified Frankston City as a 'Major Activity Centre' with a projected population by 2041 of 162,000.

Council has an important role in the investment in, and attraction of, sustainable small, medium and large business operators to take advantage of this growth to achieve a thriving economy.

**FIGURE 11: ACTIVITY CENTRES IN FRANKSTON CITY**



A key trend with retail precincts following COVID-19 is that people are purchasing more online. With more people working from home however, residents have also increased access to local shops and retail stores. Local data suggests that retail trade in Frankston City is still strong, along with accommodation and food services.

To continue to build strong activity centres, they need to be well activated, attractive, accessible, and have strong governance structures. This will not only continue to draw in local residents but also

support an increased tourism market. Council can also promote the natural access in Frankston City to support local businesses as well as increased tourism.

Council has a key role in supporting investment, attraction, and activation of places through services such as:

- **Amenity, services, and infrastructure:** with the provision of essential community infrastructure, services, and amenity within activity centres.
- **Placemaking and activation:** implementing and supporting placemaking activation to create vibrant and safe public spaces and places for people to connect, meet and socialise.
- **Marketing and promotion:** promoting activity centres as desirable places to live, work, play, shop and invest.
- **Events and programs:** delivering and supporting events and programs that have social, cultural, and economic benefit for the community.

Specific actions that Council will focus on for the next 12 months and beyond can be found in the Action Plan.



## Priority 3: Council as an enabler

As a major employer, regulator, and conduit between key players in the local economy, Frankston City is and will continue to be, a large driver of the economy. Frankston City Council provides almost 100 local services. In addition, Council employs just over 673 full time equivalent staff, many of which are local residents.

As a business Council can support in strengthening the local economy through local procurement of services, goods, and infrastructure. In addition, Council can support employment, skill development, and training of local workers, both current and potentially future workforce.

For things outside of local government's control, Council is also a partner and advocate. This includes partnerships and advocacy to the Commonwealth and State Government to support investment in areas such as technology, transport, housing, and labour supply as well as advocating for improved social wellbeing initiatives and outcomes. Specific actions that Council will focus on for the next 12 months and beyond can be found in the Action Plan.



## Implementation and evaluation

The Strategy will be delivered through the implementation of the Action Plan. The Action Plan includes short, medium, and long term measures to be delivered over the next three years. Progress on actions will be monitored regularly and reported against on an annual basis.

Key economic development indicators will also be reported on annually with additional local data and business support information every quarter through the Frankston City Council Economic Scorecard. This scorecard will monitor the health of the economy as well as changes that Council may need to respond to during the implementation of this Strategy.

A full evaluation of the Strategy will be undertaken in three years to understand the level of progress, changes in the community, region, and the economy, as well as opportunities for focus for the next time period to continue to build a strong economy for Frankston City.



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## DRAFT Action plan 2023-26

### Priority 1: Supporting local businesses

#### Council Plan economic development priorities



Business and industry investment and attraction



Activity centre precincts










Local employment and training opportunities for all people




#	Action	Council Lead	Timeframe	Our Role	Link to Council Plan focus area
1.1	Support new and expanding businesses with a streamlined approach to Council compliance requirements through the Business Concierge service.	Economic Development Statutory Planning Environmental Health Building Services	Ongoing	Deliver	
1.2	Regularly engage with the local business community to inform economic development programs and initiatives.	Economic Development	Annually	Deliver	
1.3	Provide incentives, including various Business Grants, to support, attract and retain sustainable businesses.	Economic Development	Ongoing	Deliver	
1.4	Support local businesses through marketing, promotion and networking opportunities.	Economic Development Community Relations Tourism	Ongoing	Deliver Partner / support	
1.5	Provide a range of workshops, training and development opportunities, including information and resources, to support local business economic wellbeing and growth.	Economic Development	Ongoing	Deliver Partner / support	

**Item 12.5 Attachment B: Draft Economic Development and Skilled Community Strategy Action Plan**

#	Action	Council Lead	Timeframe	Our Role	Link to Council Plan focus area
1.6	Support and promote the local procurement of goods and services by Council, from business to business and from the wider community.	Economic Development	Short	Deliver Partner / support	
1.7	Work with internal stakeholders to ensure that business operators are well informed of programs, events, infrastructure works, legislative changes or other council activities that may impact their operations.	Economic Development All	Ongoing	Deliver Partner / support	
1.8	Support local businesses to embed circularity and sustainability into their operations and supply chains.	Economic Development Waste Circularity	Short	Partner / support	
1.9	Continue to work with and build relationships with business operators within the Frankston City Industrial Precincts and support the delivery of the Frankston City Industrial Strategy.	Economic Development Strategic Planning	Ongoing	Partner / support	
1.10	Provide information to businesses about Council event or program involvement and/or sponsorship opportunities.	Economic Development Events	Ongoing	Partner / support	

**Priority 2: Investment attraction and economic activation of places**

#	Action	Council Lead	Timeframe	Our Role	Link to Council Plan focus area
2.1	Explore opportunities to develop place-based, economic precinct business representative groups to work in partnership with Council to support economic growth.	Economic development	Short	Partner / support	
2.2	Engage with State Government Agencies and other large businesses to raise awareness of development opportunities for a new agency/company headquarters within the city.	Economic development Major Development	Medium-long	Partner / support	
2.3	Review opportunities to further activate outdoor dining across the municipality.	Economic Development Urban Design	Short - medium	Deliver Partner / support	
2.4	Actively monitor and support the activation of vacant commercial properties and the attraction of quality tenants in the Frankston city centre.	Economic Development	Medium-long	Partner / support	
2.5	Review existing linkages and prioritise new active transport connections and end of trip facilities to activity centres and key destinations.	Engineering Services Engineering Strategy	Medium-long	Partner / support	
2.7	Actively work with the Victorian government DTP to prioritise public transport connections (location of connections and frequency of services) to and from activity centres and key destinations.	Engineering Services Engineering Strategy	Medium-long	Partner / support	
2.8	Support business engagement for the Nepean Boulevard MasterPlan and associated early works.	Urban Design Economic Development	Short	Partner / support	

#	Action	Council Lead	Timeframe	Our Role	Link to Council Plan focus area
2.9	Support the evaluation and outcomes of Council's Lighting Plan Project and its impact on enhancing the nighttime economy of the Frankston City Centre.	Urban Design Economic Development	Short - medium	Partner / support	
2.10	Promote Frankston City as a great place to do business through the quarterly Economic Scorecard, FCC Prospectus, and at relevant industry exhibitions.	Economic Development Community Relations Tourism Major Development	Ongoing	Deliver Partner / support	
2.11	Support small business operators to activate appropriate public open spaces to increase opportunities for economic growth and social wellbeing.	Economic Development Property	Ongoing	Deliver Partner / support	

**Priority 3: Council as an enabler**

#	Action	Council Lead	Timeframe	Our Role	Link to Council Plan focus area
3.1	Engage with large local employers to discuss the feasibility of the development of housing for local key workers.	Major Development Economic Development	Medium-long	Partner / support	
3.2	Review employment opportunities to ensure Council are supporting training and employment opportunities for local residents.	People and Culture	Short	Deliver	
3.3	Work with key industry stakeholders to identify and prioritise appropriate training, education and employment outcomes for local students and the local workforce.	Economic Development	Ongoing	Deliver Partner / support	
3.4	Work collaboratively with the Frankston Business Collective to support local business networking opportunities and the sharing of information.	Economic Development	Ongoing	Deliver Partner / support	
3.5	Explore the feasibility of establishing a Council 'Business and Economic Development Advisory Committee' including key stakeholders from major industry sectors.	Economic Development	Short	Deliver Partner / support	
3.6	Support the delivery of, and participate in, municipal and regional Employment Exhibitions and continue participation in the Frankston Jobs and Skills Network.	Economic Development	Ongoing	Deliver Partner / support	
3.7	Review underutilised Council infrastructure to identify opportunities for the co-location of small businesses, start-ups, and or co-working spaces.	Property Community Facilities	Medium	Partner / support	

**Item 12.5 Attachment B: Draft Economic Development and Skilled Community Strategy Action Plan**

<b>3.8</b>	Support advocacy work to deliver of a diverse range of housing options, including affordable housing for key workers across Frankston to increase labour supply and improve employment outcomes.	Social Planning and Policy Economic Development	Medium-long	Partner / support	
<b>3.10</b>	Work with the South East Region to advocate collectively for the economic needs of the region.	Economic Development Advocacy and Strategic Partnerships	Ongoing	Partner / support	
<b>3.11</b>	Continue participation in the Frankston Community Safety group to support business operators in the Frankston City Centre.	Economic Development Safer Communities Social Planning and Policy	Ongoing	Partner / support	
<b>3.12</b>	Work with the health and education industry to identify opportunities to promote new health businesses and the establishment of health sector supply chains within Frankston City.	Economic Development	Short - medium	Partner / support	

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# Frankston Economic Development Strategy: Background Paper

Frankston City Council

August 2023





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# Executive Summary

Local government has a unique role in economic development as the level of government that works most closely with the community and businesses. The role of this background paper is to provide an overview of economic development in Frankston which will be used to inform Councils next economic development strategy.

Key findings in the background paper indicate that, while population growth decreased, and slowed during the COVID-19 period, the forecast population is set to see strong population growth, with Frankston forecast being home to approximately 161,660 by 2041.<sup>1</sup>

## Key economic industries

Key economic drivers in Frankston based on contribution to Gross Domestic Product (GDP) and employment are:

- Health care and social assistance
- Construction
- Retail trade
- Manufacturing
- Education and training

When considering the economy of Frankston against other neighbouring economies, the comparative strengths in Frankston include:

- Health care and social assistance
- Education and training
- Accommodation and food services
- Arts and recreation services.

These strengths should be nurtured, however it is important not to become over-reliant, or focused, on a few key strengths at the expense of a more diversified and resilient economy.

## Role of local government

Council has a key role in the facilitation of a prosperous economy. This includes core economic development services, place-based services and infrastructure, facilitation and governance, and advocacy.

**Core economic development services** includes development of economic strategic directions, business development and support, advice, training, skill development, financial assistance programs, land use planning support, business promotion, investment attraction, and business site brokerage.

**Place-based services and infrastructure** includes amenity, cleaning and waste management, streetscape improvements and place making, delivery and maintenance of infrastructure (roads, footpaths, drainage, lighting, seating, carparking, tree planting etc), events and activation of centres, and the provision and

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<sup>1</sup> Forecast .id, 2023

management of community infrastructure assets such as visitor centres, libraries, community centres, and art centres.

**Facilitation and governance** through building partnerships, amending local policy and regulations, connecting organisations and promoting opportunities, and building the capacity of community members and organisations to lead economic activities – including through business associations and groups.

**Advocacy** on behalf of the community and businesses for funding and the delivery of services or infrastructure that are not the direct responsibility of Council. This can include major local infrastructure projects and financial investment, as well as regional investment from government and key businesses.

#### Future economic development strategy framework

Based on the findings of the background paper and the existing Council directions for economic development, the below is the recommended structure and focus for the Frankston Economic Development Strategy 2023.

The strategy should encompass:

- **Vision:** which is consistent with the 2040 Community Vision for economic development.
- **Guiding principles:** which are based on the principles of community wealth building.
- **Priority areas:** the strategy is focused around three priority areas aligned with best practice economic development and the current and future opportunities in Frankston.
- **Actions:** arranged across short, medium, and long term timeframes and aim to consolidate existing strengths and build on the future opportunities. The actions should respond to the three economic development priorities in the Council Plan.

**Vision:** Frankston City nurtures and attracts innovation and investment and is known for its education and businesses opportunities, including renewable energy, technology, hospitality, health, and tourism.

##### Guiding principles:

- Building progressive local procurement of goods and services
- Supporting local ownership of the economy
- Leveraging financial power work for local places
- Building a fair and equitable local employment market
- Creating socially productive use of land and property

**Priority 1:** Supporting local businesses

**Priority 2:** Investment attraction and activation of places

**Priority 3:** Council as an enabler

#### Annual Action Plan

**Council Plan priority:** Business and industry investment and attraction

**Council Plan priority:** Activity centre precincts

**Council Plan priority:** Local employment and training opportunities for all people

# 1. Introduction

## 1.1 Purpose

Frankston City Council engaged SGS Economics and Planning to lead the development of an economic development strategy that will:

- Reflect changed economic conditions since 2016 including:
  - Industry disrupters - current and likely future trends
  - Economic and job growth reflected in currently available statistics.
  - The unique effects that COVID-19 has had on the global, Australian, and local economy.
- Reflect current and planned stakeholder investments and incorporate key external stakeholder aspirations for the city.
- Reflect the local workforce and employees.
- Reflect any regional trends.

This report provides the background evidence which will be used to inform the development of Council's next economic development strategy.

## 1.2 Background

### Role of local government

Local government has a unique role in economic development as the level of government that works most closely with the community and businesses. Local government's role in economic development, however, has been up against increasing challenges in the wake of the COVID-19 pandemic and financial restrictions such as the introduction in 2016 of rate capping.

Council's economic development roles include service and infrastructure delivery, facilitation and partnerships, and advocacy.

Council provides a range of **core economic development services** directly to local businesses and business centres. This includes development of economic strategic directions, business development and support, advice, training, skill development, financial assistance programs, land use planning support, business promotion, investment attraction, and business site brokerage.

In addition, Council provides a range of **place-based services and infrastructure** to support business centres. This includes amenity, cleaning and waste management, streetscape improvements and place making, delivery and maintenance of infrastructure (roads, footpaths, drainage, lighting, seating, carparking, tree planting etc), events and activation of centres, and the provision and management of community infrastructure assets such as visitor centres, libraries, community centres, and art centres.

When Council does not have a direct delivery role, it often **facilitates** economic outcomes through building partnerships, amending local policy and regulations, connecting organisations and promoting opportunities, and building the capacity of community members and organisations to lead economic activities – including through business associations and groups.

Council also **advocates** on behalf of the community and businesses for funding and the delivery of services or infrastructure that are not the direct responsibility of Council. This can include major local infrastructure projects and financial investment, as well as regional investment from government and key businesses.

#### **Community focused economic development**

New economic development thinking recognises the value and growth potential of supporting and building sustainable local businesses and strong communities. One example of this is community wealth building (CWB). CWB represents a people-centred approach to local economic development, which redirects wealth back into the local economy, and places control and benefits into the hands of local people. CWB aims to create a fairer and more sustainable economy. CWB initiatives aim to retain and build wealth that adds social value from within rather than relying primarily on external inward investment.

Anchor institutions which employ and spend locally, such as hospitals, schools, large businesses, and Council itself, have a critical role in this agenda. As these institutions are large commercial, public, and social sector organisations, they have a significant stake in a city, distinct from businesses whose capital is ultimately mobile.

A key aspect of building an inclusive economy is a change of mindset. Development is not only about what can be attracted or constructed through external investment but more about what the city already has and how it can be used to build from within.

The distribution of wealth (who owns land, businesses, technology etc.) is a critical policy issue. Suppose a local economy can distribute wealth to more of its residents through the support of small businesses and local enterprises. In that case, this will have flow-on impacts for economic and social development. Wealth will be retained within the local economy instead of being sucked back out through profits and dividends to external stakeholders.

Nationally, business ownership is being concentrated into fewer hands, leading to increasing leakages of income from local communities. Traditional economic development thinking focuses on the growth of the market with the assumption that wealth 'trickles down' and creates prosperity for the community. But this undersells the large role of government and the community. Local government has a special role to play in economic development as both a tier of government, but also the level of government that works most closely with the community and businesses.

Council plays a central role as an economic partner that supports both the community and the market in realising economic prosperity. And as an institution focused on public interest, government's role in the facilitation of distributed prosperity and environmentally just economic outcomes is critical in shaping the holistic economic decisions.

The principles of community wealth building (CWB) should underpin future actions and directions of the economic development strategy. Broadly the principles of community wealth building include:

- **Building progressive local procurement of goods and services** to acquire from local supply chains and employment opportunities, creating strong local corporate citizens.
- **Supporting local ownership of the economy** through encouraging models of business ownership to build wealth that stays in the community e.g., cooperatives, mutually owned businesses, and small and medium sized enterprises.
- **Leveraging financial power to work for local places** through harnessing local wealth and savings for local community economic benefits e.g., local superannuation fund or financial institution.
- **Building a fair and equitable local employment market**, including providing employment opportunities for disadvantaged workers and communities

- **Creating socially productive use of land and property** through utilising assets and land (including that of anchor institutions) for positive community outcomes, rather than being used by remote or private interests.

Practically this can be achieved through:

- Understanding the strengths/advantages of Frankston and that of the Southern Region
- Building strong local networks across businesses
- Supporting business (and Council) to utilising local supply chains across the Region
- Connecting the local workforce to local jobs, and
- Understanding where responsibilities lie (government, business, or community).

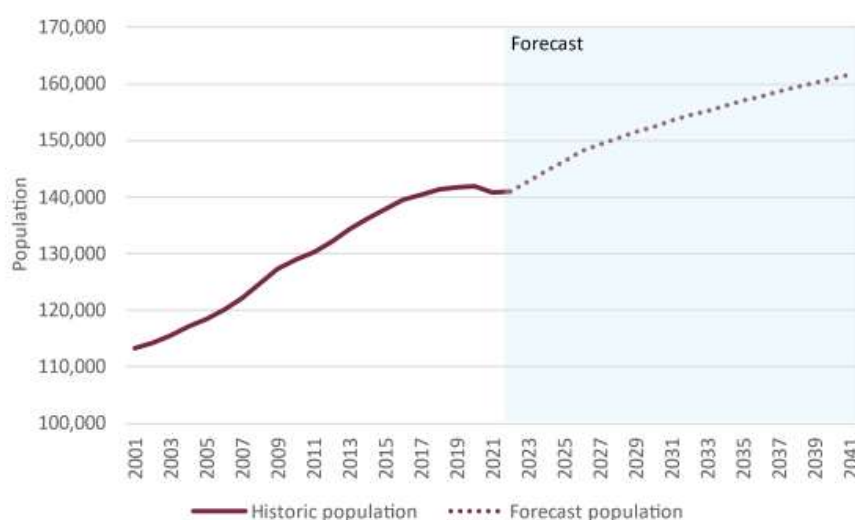
## 2. Overview of Frankston

### 2.1 Population and forecast growth

The City of Frankston is located in the Southern Region of Metropolitan Melbourne, approximately 40 kilometres from the CBD. In 2021 the population of Frankston was 139,281. As with most municipalities, Frankston is experiencing an aging population. 16.6 per cent of the population is aged over 65 years.<sup>2</sup> Frankston has a lower proportion of workers compared to that of Greater Melbourne, with a slightly higher proportion of early years and younger people.

By 2041 Frankston is forecast to reach 161,660 people. The strongest population growth is expected to be in the working population.<sup>3</sup> The areas with the greatest increase in population are forecast to be Frankston Central, Carrum Downs, Langwarrin, Seaford, and Frankston South.<sup>4</sup>

**FIGURE 1: HISTORIC AND FORECAST POPULATION, FRANKSTON (2001-2041)**



Source: ABS Estimated Resident Population data, 2001-2022 and .id population forecast data, 2026-2041.

<sup>2</sup> ABS, 2021

<sup>3</sup> Forecast .id, 2023

<sup>4</sup> Forecast .id, 2023

## 2.2 Economic land use

The City of Frankston supports a range of economic land uses. In relation to industrial land there are six precincts across the City. As indicated in Figure 2, these include:

1. Seaford
2. Seaford North
3. Carrum Downs
4. Langwarrin
5. Frankston East
6. Frankston

**FIGURE 2: INDUSTRIAL LAND USES IN FRANKSTON**



Source: City of Frankston Draft Industrial Strategy 2023

The City of Frankston hosts a range of retail and commercial precincts, including Frankston Metropolitan Activity Centre, Karingal Major Activity Centre, and a range of neighbourhood and small neighbourhood centres (Figure 3).

In addition, the City includes a State designated health and education precinct, the Frankston Hospital and a Monash University precinct.

Tourism is a key contributor to the City economy. Council has identified a range of tourism nodes that support the celebration, identification, and promotion of Frankston and the region.

**FIGURE 3: ACTIVITY CENTRES IN FRANKSTON**



## 3. Policy context

### 3.1 Global, National, and State economic development trends

The City of Frankston services a local and regional catchment, as well as supporting the state economy. To understand what the municipality's economic role might be in these regions over the next five to 10 years, it is important to appreciate the broader economic development trends.

The following is a summary key economic trends occurring internationally, nationally and in Victoria.

#### Global trends:

- **COVID-19 and the exposure of global supply chain risk:** COVID-19 exposed the fragile nature of global supply chains. It impacted some critical production and distribution of goods. Some sectors believe that Australia should re-shore some manufacturing capability to safeguard against similar threats in the future.
- **Capturing locally created wealth to develop innovative and localised supply chains:** To minimize the impacts of supply chain and resource/skills shortages, communities are turning to the development of localised supply chains. This can be achieved through the principles of community wealth building which considers local finance, land and property, spending, and workforce.
- **Climate change and reducing impacts:** The push towards net-zero carbon emissions along with significant global and national disasters is resulting in community, businesses, and governments demanding a greater response and environmental reporting. Environmental, Social and Corporate Governance (ESG) is one application of this.
- **Transitioning to the circular economy:** 'Closing the loop' on the production and consumption of goods by seeing waste product as a resource to be recovered and re-integrated into the supply chain, thereby reducing waste.
- **Transitioning to a service economy:** Australia has been experiencing a transition into a service economy for some decades. Today services account for approximately 80 per cent of production and 90 per cent of employment.
- **Health and medical technology:** There is a growing health sector across MedTech and BioTech with a global market for health research, development, and innovation.
- **Digital technology:** A range of advancements in technology and automation is changing the way in which we do business and skills we will need in the future. Changes include 3D printing, artificial intelligence, importance of data, and changes in work operations (e.g., working from home).

#### National and State trends:

- **Increasing advanced manufacturing:** The \$15 billion National Reconstruction Fund (NRF) provides targeted investment in seven priority areas. This includes renewables and emissions technology, medical science, transport, value add in agriculture sectors, value add in resource, defence, and enabling capabilities.
- **Renewal energy and green economy:** The Victorian Government has indicated new renewable energy targets of 65 per cent of electricity generation by 2030, 95 per cent by 2035.

- **Housing supply (construction) and affordability:** Australia is facing a severe shortage of affordable housing, limited overall supply, and rising housing prices and rents. Opportunities in the sector include increasing innovation in construction and design as well as leveraging funds and partnerships to increase supply of affordable housing for key workers.
- **Labour supply:** Australia has an ageing population, declining birth rate, and a mismatch of skills in the workforce. Opportunities include increasing education and training programs, flexible working, and innovation.

### 3.2 Regional policy

Key State Government documents including *Plan Melbourne*, the *Melbourne Industrial and Commercial Land Use Plan 2020 (MICALUP)*, and the *South East Economic Strategic Context Report 2022 (SEEC)* discuss the importance of access to employment opportunities in planning for the future of South Eastern Melbourne.

In relation to Frankston these documents highlight:

- The importance of the industrial estates in Frankston and the freight network from Frankston into Dandenong and further north to Clayton.
- Acknowledgement of Frankston as a national employment and innovation cluster and the potential for health manufacturing and research and development.
- Hospital upgrades at Frankston Hospital (long-term action).
- The importance of the Frankston Metropolitan Activity Centre and urban renewal within the Centre.
- Improving public transport between Frankston, Dandenong, and Cardinia as well as a high-capacity metro train (HCMT) from the city into Frankston.
- The connection of the Suburban Rail Loop from Frankston through the middle metropolitan suburbs to Werribee.

These documents recognise that each precinct has its own strengths and unique job offers, and that when seen as a collective, the South East Region possesses a strong network of complementary economic assets.

### 3.3 Local policy

The core role of local government, as per the *Local Government Act 2020*, is the promotion of social, economic, and environmental viability and sustainability of the municipality.

Frankston City Council has a range of existing policies and directions to support the delivery of a strong economy. Theme five in the *Frankston 2040 Vision* is that: Frankston City nurtures and attracts innovation and investment and is known for its education and businesses opportunities, including renewable energy, technology, hospitality, health, and tourism. The Vision then includes approximately 24 actions that align with delivery of economic development.

In the *Council Plan 2021*, pillar five seeks to develop a thriving economy that has strengthened through recovery and created employment and opportunities to build a skilled and educated community that supports sustainable and diverse industries. This Plan articulates Council's role in delivery through economic development, arts and culture, and city planning. It also identifies priorities across:

- Business and industry investment attraction

- Activity centre precincts
- Local employment and training opportunities for all people

The Council Plan includes an annual action plan. For 2022-23 this sets out 18 actions against pillar five, plus an additional 17 actions across the other pillars that would support Council in achieving the overarching economic development objectives.

Collectively the Council Vision and Plan articulate Council's role as one that helps to maximise the potential of local precincts and industries. In doing so this work supports existing local businesses, future businesses and investment, and local workers.

Council has also developed a *Draft Industrial Strategy*. This Strategy aims to create accessible and connected industrial precincts. In addition, it calls for a focus on renewing and redeveloping aging precincts, transitioning to more sustainable practices, and diversification.

### **3.4 Impacts of COVID-19 on the economy**

During the COVID-19 pandemic there were many periods of uncertainty. Many businesses had to shut their doors to the public, and some operations were disrupted for some time. While there were negative impacts, there were also opportunities for new ways of doing things. The following discussion provides an overview of some of the changes to economy following the pandemic.

#### **Manufacturing**

- Business demand for greater certainty in supply chains could support a resurgence in local manufacturing (fewer imports and more domestic production).
- A wholesale restructuring of the economy through reshoring now appears unlikely, but we are likely to see marginal changes to the size of the manufacturing sector due to COVID-19.

#### **Tourism**

- The sharp reduction in visitor numbers severely impacted tourism businesses, including retail, accommodation, food services, arts, and recreation, during 2020 and 2021.
- International tourism was put on hold and is yet to go back to previous levels. However, domestic tourism surged, particularly in regional areas of Australia. There is still a strong domestic tourism industry.

#### **International students and education sector**

- International education has been Victoria's largest service export in the last decade.
- The international student market is a critical revenue source for Melbourne's universities. Some universities rely on fees from overseas students for up to 35 per cent of their income (as reported by The Age, 2020).
- Universities are suffering job losses which will impact their education offering for the growing number of domestic students, research productivity, their capacity to innovate and adjust to the new post-pandemic environment and their overall international market position.
- Once international travel resumed, Melbourne was hoped to be more attractive compared to European and US universities for safety reasons (Melbourne had lower case numbers through the

first year of the pandemic). However, this has not been the case, and enrollments are still below pre-pandemic levels.

#### **Retail**

- More shopping activity also began to occur closer to where people live, dispersing spending across Greater Melbourne.
- Retail formats had been changing to online before COVID 19, and the pandemic sped up these changes.
- Transactional retail will increasingly occur online, trending away from conventional bricks and mortar retail spaces.
- To compete, store-based retailing will focus more on offering an experience to consumers (like a craft supply store providing not only supplies but also classes).
- An increase in retail vacancies on high streets will also provide opportunities for alternative uses (if they can be found).
- Some centres will benefit from localism and changed working patterns. For example, office employees working from home will spend more time in their local centres and places close to home, and as a result, there will be increased demand for shops in local centres.

#### **Work from home**

- The forced work from home arrangements demonstrated that many activities could occur remotely without significant productivity loss.
- Working from home may be desirable for some but less for others. For example, workers who value privacy or have long commutes will enjoy the benefits, while workers who prioritise social contact or have cramped living conditions will feel worse off.
- Young workers often want to collaborate and learn in person, while older workers are likelier to want work from home given its flexibility, a mismatch that may be a challenge for some firms.
- Businesses that can take advantage and offer increased flexibility through work from home arrangements will benefit and be better at attracting and retaining staff.
- Businesses will still want to locate in highly accessible locations, where it is central for team members and easy to engage with clients and other businesses.
- There may be some shift to suburban or peri-urban locations, but CBD locations will still be desirable given the amenity and proximity to other services, businesses, and clients.

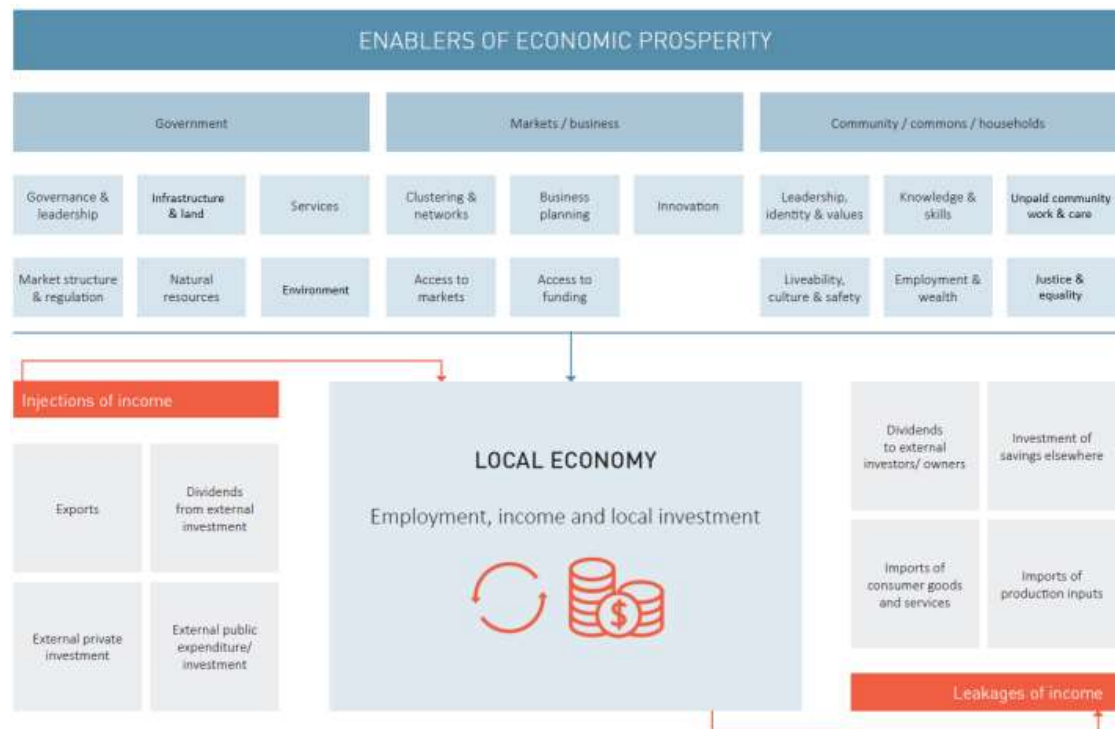
## 4. Current economic context

The economic context of Frankston is explored here via an industry, employment, supply chain, and business profile analysis. The focus is on which industries make the greatest impact in the local economy.

### 4.1 Key Industry profile

The local economy can be articulated as per Figure 4. The enablers of economic prosperity can be grouped into three pillars – market, government, and community. These pillars indicate where efforts should be directed to improve business, employment formation, and community wealth building.

FIGURE 4: SGS MODEL OF A LOCAL ECONOMY



Source: SGS Economics and Planning

The prosperity of the local economy can be further assessed through understanding income generating activity and leakages of income. The bottom left of the diagram, ‘exports’ are a major player in economic performance and prosperity. Exports in this context refer to any product or service traded to anyone outside of Frankston, to the rest of the region, Victoria, Australia or overseas. This includes dollars spent by visitors to the area, such as people coming to use Frankston’s health services or retail centres.

Income injected into the local economy creates a multiplier effect as exporting firms draw on local suppliers and workers to meet the demand from external customers.

External private investment provides capital to finance new industries and enhance existing industries, boosting infrastructure and productivity, and creating employment opportunities in the process. External private investment also brings new businesses with connections in different markets into the area, opening additional export opportunities. External public investment is similar but provided by State or the Commonwealth government to invest in services, infrastructure, or businesses in Frankston.

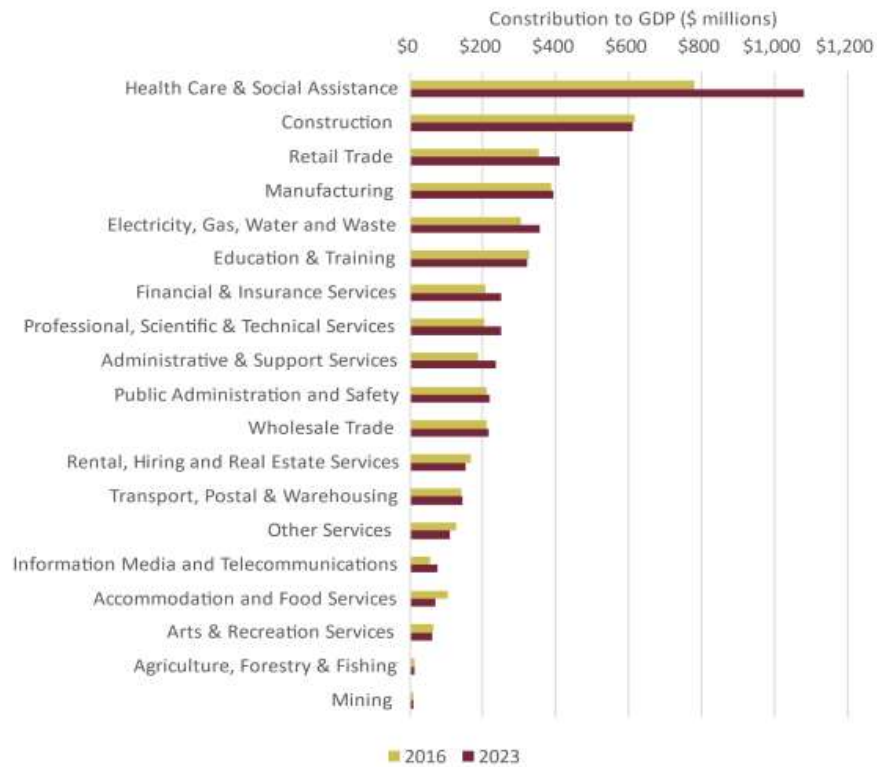
As well as money injected into the economy, the other side of the diagram shows that income can leak back out as local firms import inputs to production (for instance, using banking services from a bank headquartered in a capital city). Similarly, consumers also import goods and services, like buying clothing or products in nearby areas or online, or residents (not always by choice) choosing to work or pursue leisure outside of the local area. These leakages dilute the multiplier effect from export sales and other injections of income. Another leakage occurs when the local economy is dominated by firms owned elsewhere, which sees the wealth generated (as profits and dividends) flowing to shareholders and investors outside of the local economy.

An objective for good local economic performance is to **maximise export** income and the associated employment by identifying opportunities for export industry growth, while also minimising income **leakages through imports**.

The industries that make the largest contribution to Frankston's GRP are health care and social assistance, followed by construction, retail trade, and manufacturing. All of those industries have been significant to economic growth in the LGA. Manufacturing has found ways to evolve and refresh amidst significant global change and competition.

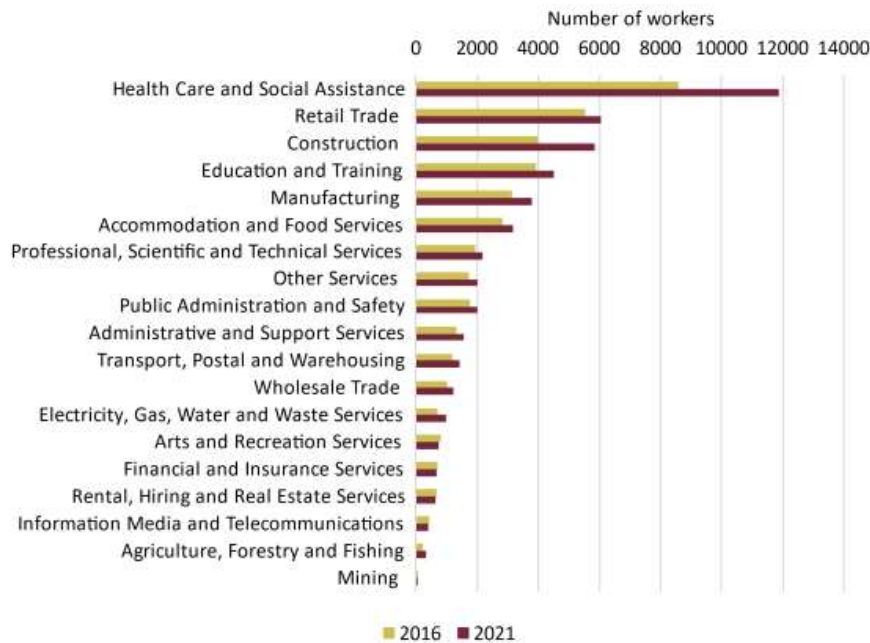
Health care and social assistance is the highest contributor to GRP, and the largest industry of employment for workers in Frankston as shown in Figure 5 and Figure 6. While retail trade is the third largest contributor to GRP, it is the second largest industry by employment in Frankston.

FIGURE 5: CONTRIBUTION TO GRP BY INDUSTRY



Source: SGS Economics and Planning (2023) - Australia's Economic Wellbeing Dataset (internal).

FIGURE 6: INDUSTRY BY EMPLOYMENT, 2016 AND 2021



Source: SGS Economics and Planning based on ABS census of Employment, income and education using Place of Work data, 2016 and 2021.

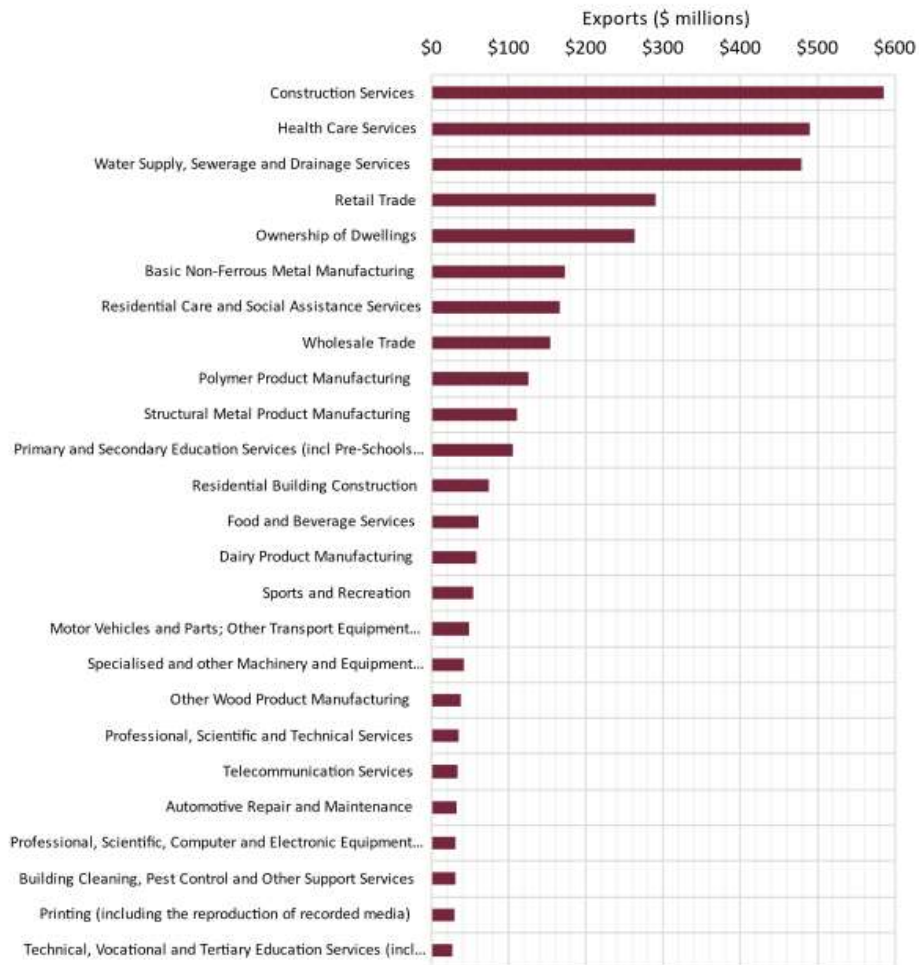
#### Injections of income: exports

As noted, exports are a major player in economic performance and prosperity. They represent 'new' money for the municipality, as opposed to locals spending money that circulates existing wealth (which is still essential). Income injected into the local economy creates a multiplier effect as exporting firms draw on local suppliers and workers to meet the demand from external customers.

Figure 7 shows the 25 (from a list of 114) sub-industries in Frankston with an annual export of over \$4 billion, ranked from largest to smallest.

Frankston's largest sub-industry in export value is construction services (\$586 million). This points to Frankston's construction firms servicing Greater Melbourne, not just locally. The second largest export earner for Frankston is health care services (\$490 million). Frankston also has significant export value generated from traditional industries like manufacturing and wholesale trade.

FIGURE 7: VALUE OF EXPORTS BY 2-DIGIT INDUSTRY – RANKED BY VALUE (TOP 25)



Source: SGS Economics and Planning using in-house IO model for the Frankston economy, 2023.

#### Leakages of income: imports

Local business activity and employment will be dampened when income leaks out of the region as local firms import inputs to production and consumers go outside of the City for their goods and services.

Figure 8 shows the sub-industries with the highest value of goods and services imported from outside the LGA.

The most significant imports are through construction services and basic non-ferrous metal manufacturing, followed by health care and residential building construction and wholesale trade.

In many cases, imports are required to fill local capability and resource gaps. However, it is important to consider what is possible by way of import substitution.

Frankston currently sources around \$2.4 billion worth of annual imports from outside the LGA. If this can be reduced by 10 per cent, an additional \$240 million would be injected into the local economy each year.

**FIGURE 8: GOODS AND SERVICES IMPORTED BY BUSINESSES AND HOUSEHOLDS BY SUB-INDUSTRY, 2023 (TOP 25)**



Source: SGS Economics and Planning using in-house IO model for the Frankston economy, 2023.

#### Frankston's comparative advantages

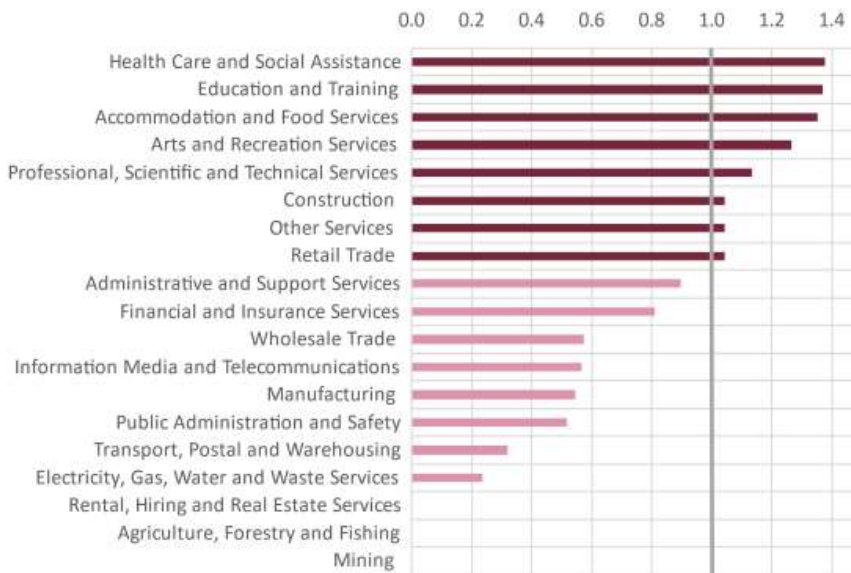
A location quotient (LQ) analysis is shown in Figure 9. An LQ provides insight into some of the competitive strengths and weaknesses of the city's economic structure. The LQ score for a sector is given by its proportional representation in the region divided by its proportional representation in Greater Melbourne. An LQ score of greater than 1.0 signifies that the sector in question is over-represented in Frankston compared to Greater Melbourne. This in turn, suggests that the City has something of a competitive advantage in the sector.

Figure 9 shows that Frankston has apparent comparative strengths in health care and social assistance, education and training, accommodation and food services and arts and recreation services. Other sectors

with more marginal advantage include professional, scientific, and technical services, construction, other services, and retail trade.

These strengths reflect Frankston's position in the care and learning economy. They should be nurtured, but it is also important not to become over-reliant, or focused, on a few key strengths at the expense of a more diversified and resilient economy.

**FIGURE 9: FRANKSTON'S COMPARATIVE STRENGTHS - 2021 LOCATION QUOTIENT ANALYSIS**

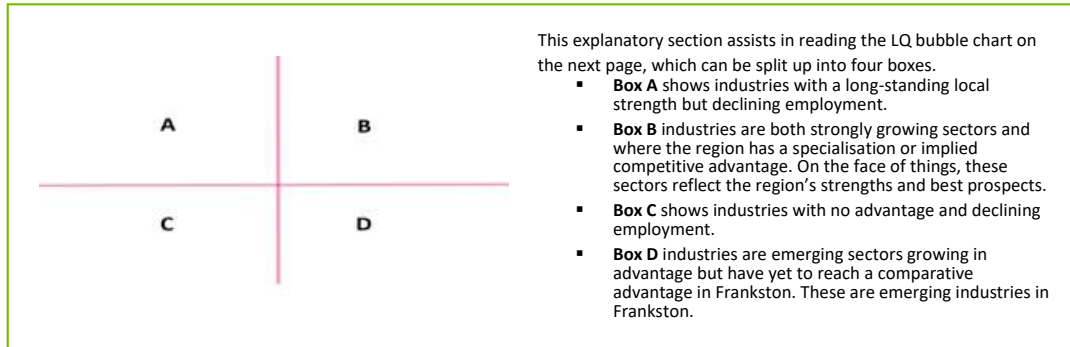


Source: SGS Economics and Planning based on ABS census of Employment, income and education using Place of Work data, 2016 and 2021.

Figure 11 expands the LQ analysis. While the vertical axis indicates the LQ score, the horizontal axis shows the growth rate in employment in Frankston. Growth indicates a growing advantage. The quadrants formed in the chart by lines calibrated to an LQ of 1 and an industry growth rate of 0 per cent per annum (in employment terms) create a lens for judging the strategic value of sectors. The size of the bubbles corresponds with the size of each sector. The LQ chart is explained further in Figure 10.

Strategic sectors for Frankston are those in the top right quadrant; the City has a demonstrated comparative advantage in these industries (given by their high LQs) and these industries are growing relatively strongly. On this basis, education and training, tourism are key, while the prospects for growth in professional, scientific and technical services and arts and recreation also warrant careful consideration.

FIGURE 10: LOCATION QUOTIENT CHART EXPLAINER

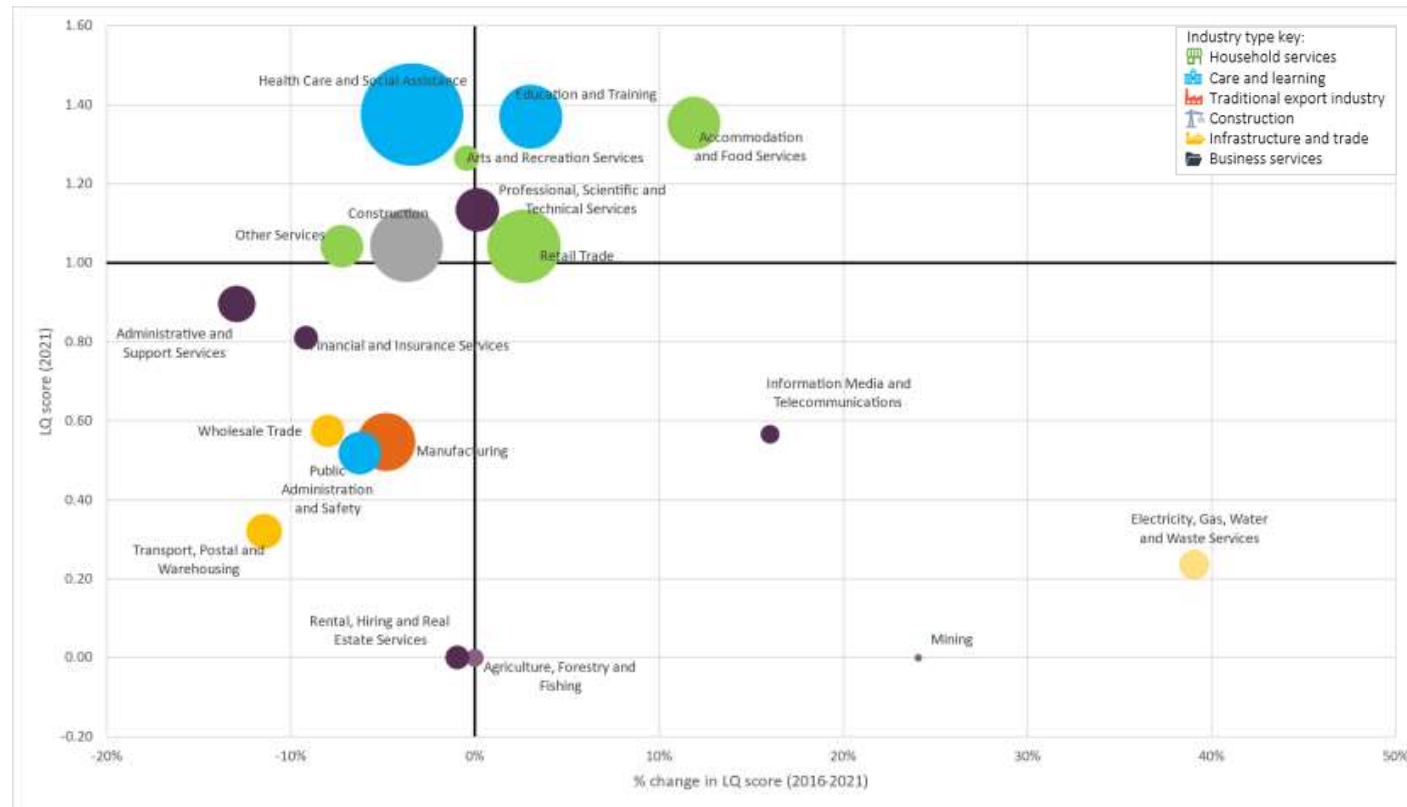


Source: SGS Economics and Planning, 2023

Taking all the parameters into account, findings from the LQ are:

- **Expanding sectors with a traditional strength:** Education and training, accommodation and food services, professional, scientific and technical services, and retail trade.
- **Emerging sectors:** Electricity, gas, water and waste services, and information media and telecommunications.
- **Industries with a traditional strength but declining in prominence:** Health care and social assistance, construction, arts and recreation services, and other services.
- **Industries without comparative advantage and declining:** Manufacturing, administrative support services, financial and insurance services, wholesale trade, public administration and safety, transport, postal and warehousing, and rental, hiring and real estate services.

FIGURE 11: FRANKSTON'S COMPARATIVE STRENGTHS - LOCATION QUOTIENT ANALYSIS

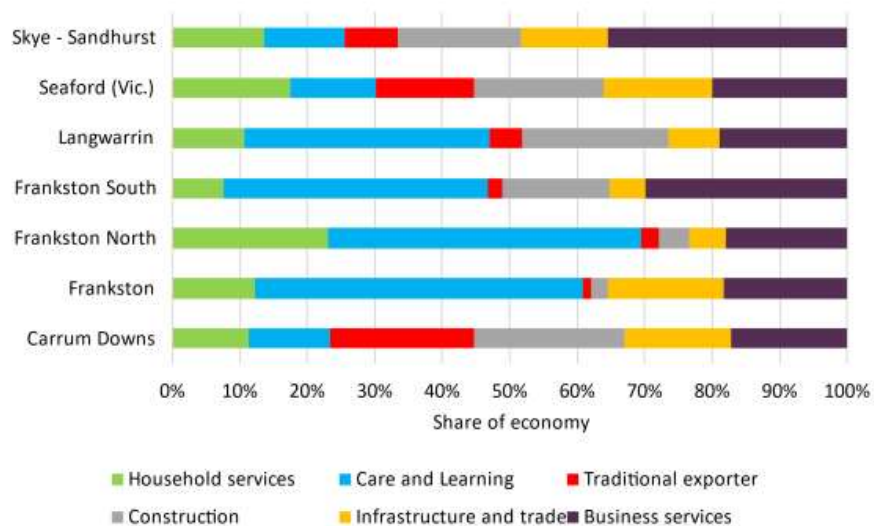


Source: SGS Economics and Planning based on ABS census of Employment, income and education using Place of Work data, 2016 and 2021.

## 4.2 Precincts and centres

Across Frankston's seven areas (as defined by ABS SA2s), the share of industries differs, reflecting local characteristics such as land use, business formation and specialty. Over half of the care and learning economy (by economic value) is located in Frankston central. Meanwhile, traditional exporters and construction businesses are predominately located in Carrum Downs and Seaford.

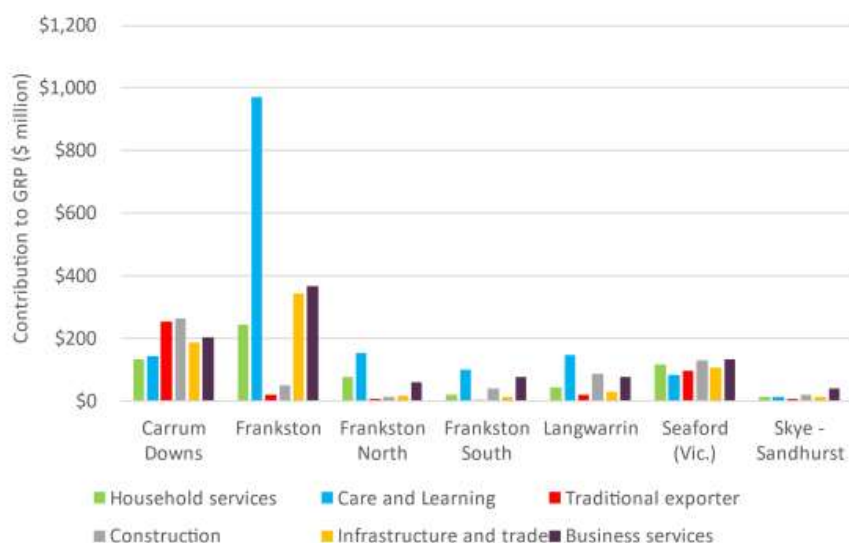
FIGURE 12: SHARE OF ECONOMIES IN EACH AREA



Source: Source: SGS Economics and Planning (2023) - Australia's Economic Wellbeing Dataset (internal).

By value, Frankston central is the most productive economic centre in the municipality, followed by Carrum Downs and Seaford.

FIGURE 13: CONTRIBUTION TO GDP BY AREA AND BY ECONOMY 2019



Source: Source: SGS Economics and Planning (2023) - Australia's Economic Wellbeing Dataset (internal).

### 4.3 Local skills and gaps

#### Skills, education, and training

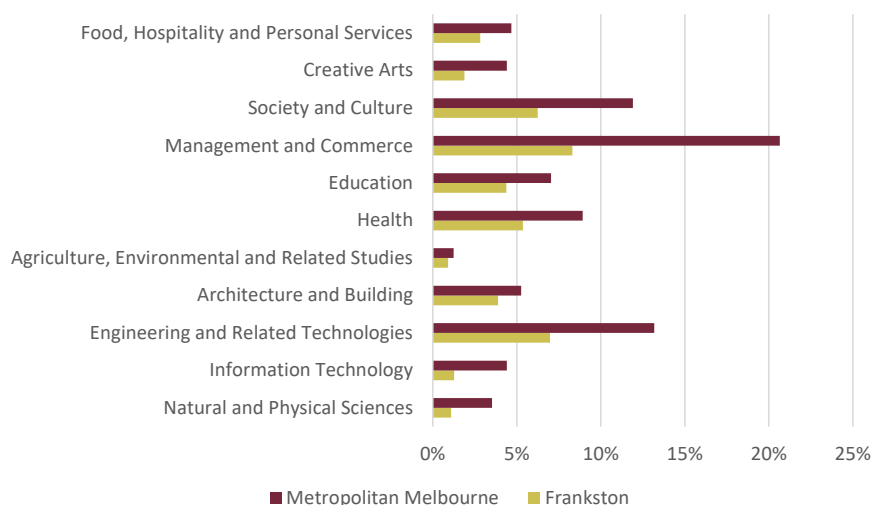
Education and training prepare local job seekers for current and future employment opportunities. Schools, universities, vocational education centres and registered training organisations provide the necessary skill sets, qualifications, and training pathways to respond to employer needs. Jobs themselves are also critical to skills development. Jobs should be opportunities for learning new skills and have clear progression routes to enable people to learn and progress.

Efficient and high-quality education and training pathways responsive to local driver industries need to ensure that a skilled workforce can develop, and growth opportunities can be capitalised. In addition, some job seekers will also need to re-train to ensure they have the skills required as industries evolve to respond to post-COVID-19 needs of the domestic and international markets.

Frankston is home to the Monash University Peninsula campus, as well as Chisholm TAFE.

Figure 14 shows that of those Frankston residents with post-school qualifications, the majority have these in the fields of management and commerce, engineering and related technologies, and society and culture. When compared to Greater Melbourne, Frankston has a much smaller share of its population holding post-school qualifications.

FIGURE 14: SHARE OF PEOPLE WITH QUALIFICATIONS BY FIELD OF STUDY, 2021



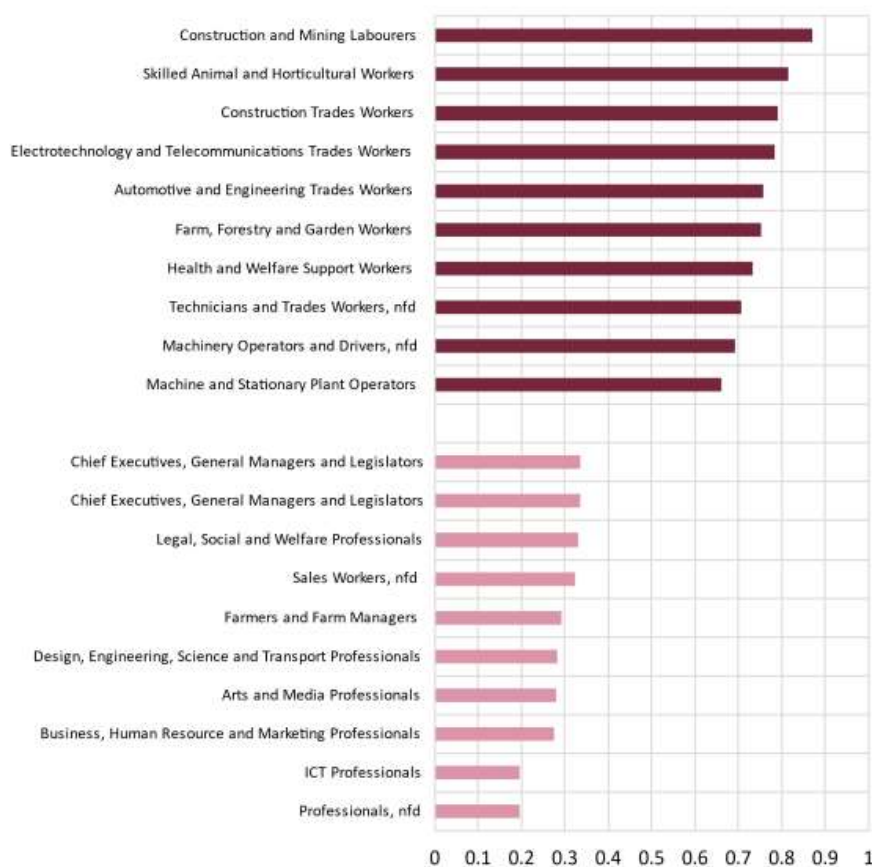
Source: Source: SGS Economics and Planning based on ABS census of Population and housing, 2016 and 2021.

The level of knowledge, experience and skills in the economy is critical to economic performance. This is often referred to as 'human capital'. Without an adequate level of knowledgeable and skilled people, businesses cannot function. An undersupply of skilled labour will impede economic growth and development.

Using the LQ methodology, Figure 15 considers which occupations (and therefore skills) are most highly represented and underrepresented in Frankston. Occupations with the highest LQ scores include construction labourers, skilled animal and horticultural workers, construction trade workers and electrotechnology and telecommunications trade workers. Underrepresented occupations in Frankston are shown at the bottom of the chart. These occupations are either not required by local industry or are imported into the local economy by people living elsewhere.

Skill shortages typically occur in growth periods when appropriately trained workers are already employed. A report released by the National Skills Commission in October 2022 found that considerable skills shortages exist for various occupations across Australia, including educational professionals, nurses, general practitioners, road and rail drivers, electricians, and motor mechanics.

FIGURE 15: WORKFORCE SKILLS - STRENGTHS AND GAPS (COMPARED TO GREATER MELBOURNE)

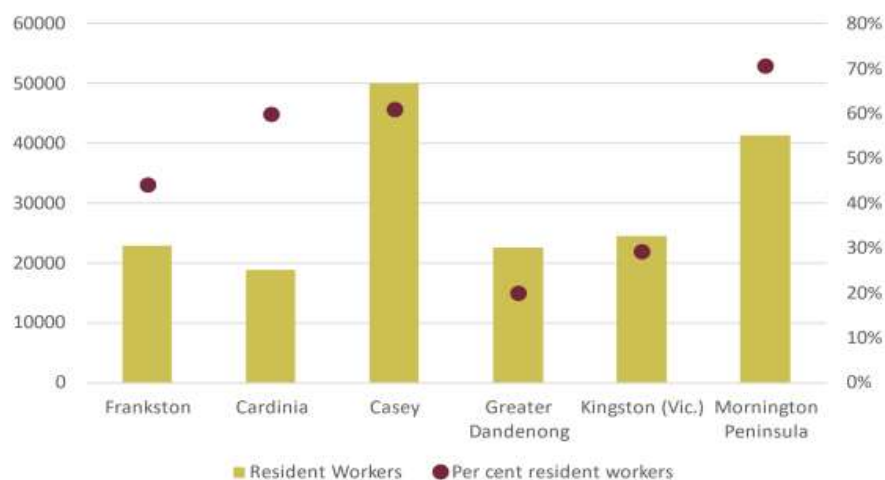


Source: SGS Economics and Planning based on ABS census of Employment, income and education using Place of Work data, 2016 and 2021.

#### Local worker containment

Compared to other LGAs in the region, Frankston has a reasonably high containment of resident workers (Figure 16). Frankston has nearly 23,000 residents that work within the municipality. This equates to 44 per cent of the total workforce. However, this means that 66 per cent, or 29,00 workers are leaving the municipality each day for work. The majority of residents who leave Frankston for work are working within the southern metro region (Table 1). However, there are also a significant number of residents commuting to Melbourne, Monash, Knox and Bayside for work each day (Table 2).

**FIGURE 16: SHARE OF EMPLOYED RESIDENTS WORKING WITHIN THE LGA, 2021**



Source: SGS Economics and Planning based on ABS census of Employment, income and education using Place of Work and Place of Residence data, 2021.

**TABLE 1: NUMBER OF RESIDENTS LEAVING FRANKSTON FOR WORK IN OTHER SOUTHERN METRO REGION LGA'S**

Southern Metro Region LGAs	Number of residents leaving Frankston for work
Greater Dandenong	7356
Mornington Peninsula	6821
Kingston (Vic.)	6291
Casey	3698
Cardinia	466

Source: SGS Economics and Planning based on ABS census of Employment, income and education using Place of Work and Place of Residence data, 2021.

**TABLE 2: NUMBER OF RESIDENTS LEAVING FOR FRANKSTON FOR WORK OUTSIDE THE SOUTHERN METRO REGION LGA'S (TOP 5)**

Top LGAs outside the southern metro region	Number of residents leaving Frankston for work
Melbourne	4060
Monash	3341
Knox	1356
Bayside (Vic.)	1105
Glen Eira	859

Source: SGS Economics and Planning based on ABS census of Employment, income and education using Place of Work and Place of Residence data, 2021.

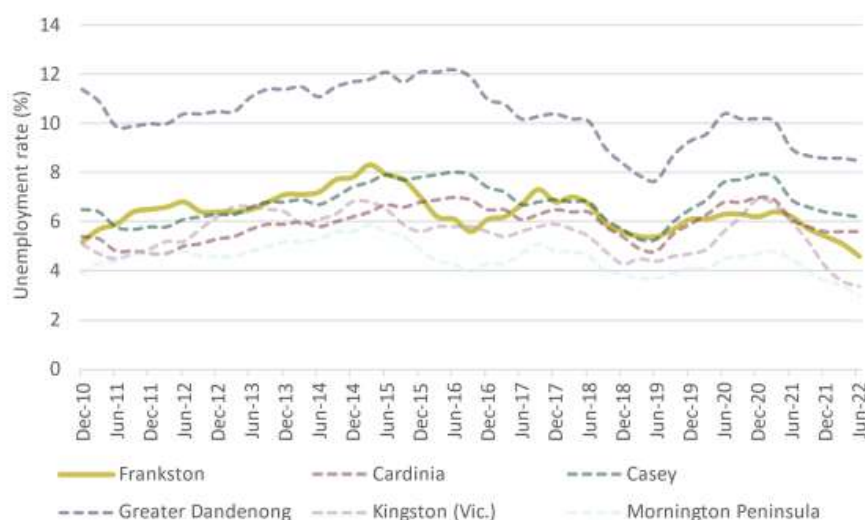
### Unemployment rate

The unemployment rate is the number of unemployed workers expressed as a percentage of the labour force. A low unemployment rate is a core aim of economic development.

As of late 2022, 4.6 per cent of the Frankston labour force was unemployed (Figure 17). This is the third lowest rate across the benchmark LGAs. Frankston's unemployment rate has been steadily decreasing since 2020.

Unemployment in Frankston peaked at 7 per cent in 2017 before rising again during the pandemic to 6.5 per cent before falling back to 4.6 per cent in 2022. The labour market in late 2022 was tight, with unemployment at low levels across Victoria.

**FIGURE 17: UNEMPLOYMENT RATE, 2010-2022**



Source: SGS Economics and Planning using ABS Labour Force and National Skills Commission Small Area Labour Market data, 2022

### Female participation and unemployment

Another factor in developing a skilled workforce is female participation. At an individual level, the benefits of lifting women's workforce participation include additional financial security for women and their families through higher lifetime earnings and increased savings for retirement. Encouraging more women to participate in the workforce, and breaking down gender segregation, whether by industry, occupation, or part-time status, also has clear economic benefits for business, allowing organisations to attract and retain high-performing staff through accessing a broader and more diverse talent pool. A Grattan Institute<sup>5</sup> report has found that if an extra 6 per cent of women were in the workforce, up to \$25 billion, or approximately 1 per cent, would be added to Australia's Gross Domestic Product (GDP).

At a national level, female participation and the gender pay gap remain works in progress. A report, *Bridging the Gap*, published in September 2021 by the Global Institute for Women's Leadership and the

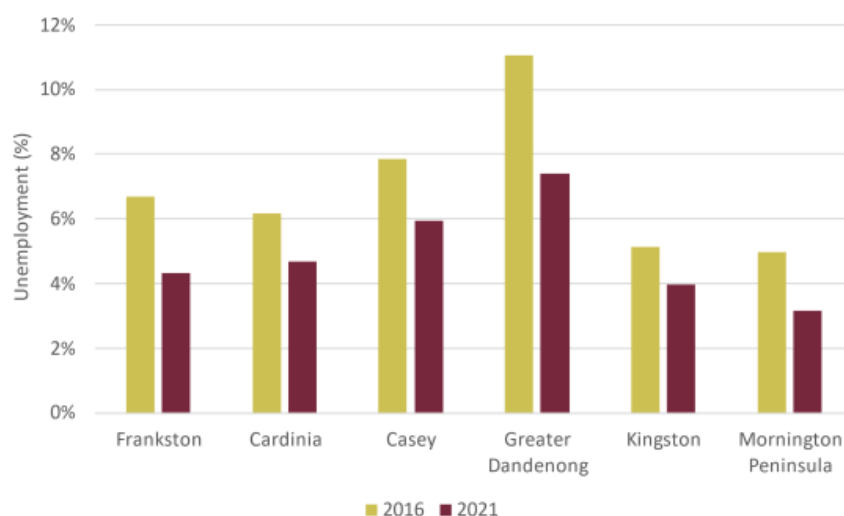
<sup>5</sup> Grattan Institute (2012) Game-changers: Economic reform priorities for Australia

Australian National University (ANU), found a lack of meaningful change, despite Australia being an early world leader in legislating for gender equality. Australia has fallen from 14th to 70th on women's economic participation in the World Economic Forum's global gender gap index, and the gender pay gap amongst full-time employees remains at 14 per cent, only slightly lower than at the turn of the century<sup>6</sup>.

Females also contribute significantly to the economy through unpaid work. Housework and caring for children do not have a stated economic value as they are unwaged. Still, this work contributes to economic development by supporting workers and growing the labour force and skills base through child development.

Female unemployment is just over 4 per cent in Frankston (Figure 18). Compared to Melbourne, Frankston has a low female unemployment rate.

**FIGURE 18: FEMALE UNEMPLOYMENT, 2016 AND 2021**



Source: SGS Economics and Planning using ABS Census data, 2016 and 2021.

### Young person unemployment and participation

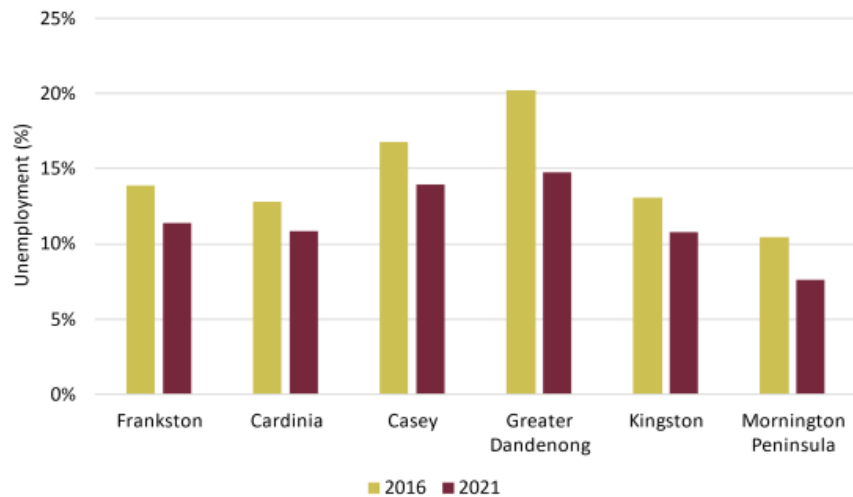
Young people are disadvantaged in labour markets in challenging times (for example, during the Global Financial Crisis in 2008 and the COVID-19 pandemic in 2020) due to a lack of work experience and skills to meet employer needs. Young people must compete for vacancies with more skilled workers with recent work experience. COVID-19 had a significant impact nationally on young people aged 15-24 in terms of employment.

In Frankston, unemployment for people aged 15-24 has declined since 2016, down 3 percentage points (Figure 19). People in Frankston aged 15-24 are much more likely to be engaged in full-time study (50 per cent) than full-time work (22 per cent) (Figure 20).

<sup>6</sup> Glennie, M, von Reibnitz, A, William, J, Curtis, S, Bordia, S (2021). Gender pay gap reporting in Australia -- Time for an upgrade

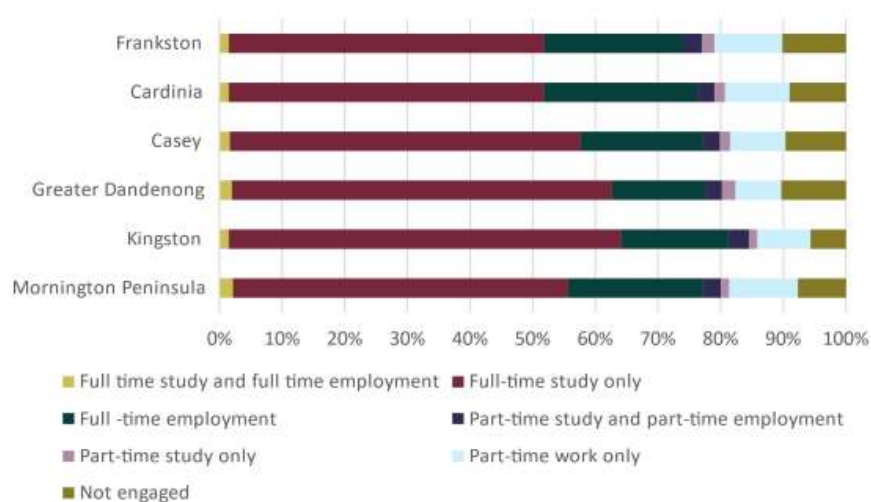
Young people aged 15-24 in Frankston have the second highest participation rate in full-time employment compared to the benchmarked LGAs, corresponding to the slightly lower rates of full-time or part-time study.

**FIGURE 19: YOUTH UNEMPLOYMENT, 2016 AND 2021**



Source: SGS Economics and Planning using ABS Census data, 2016 and 2021

**FIGURE 20: YOUTH ENGAGEMENT, 2021**



Source: SGS Economics and Planning using ABS Census data, 2021.

## 5. Frankston's future economy

This section outlines the strengths of Frankston and the focus for the future economy based on trends, regional opportunities, and economic data.

Frankston has several strengths which can be leveraged to continue to ensure the local economy continues to grow.

### 5.1 Health and education

Frankston is a State recognised health and education precinct. There have been and continue to be some significant institutional investments being made in Frankston in these sectors. Together they have been identified as both the largest and the fastest growing in the local economy. Key players include Frankston Hospital, Monash University, and Chisholm TAFE. But there are other emerging employers who will have a big part to play in the health and education ecosystem in the future.

From Council's perspective, the opportunity lies in supporting the growth of businesses and maximising the role that local businesses, entrepreneurs and workers can play in health and education. With increased population as well as state and national investment in health and education, these sectors have the capacity to grow. In addition, there are other strong health precincts across the south and south east Metropolitan Region which Frankston should continue to connect with and support.

A fully serviced health precinct includes allied health, teaching, research, and associated supply chains. Within Frankston this can be achieved through:

- Allied health services, particularly those with direct referral links back to the hospital (imaging, surgery, consultations). This should also prioritise higher order specialisations and research, whereas less specialised allied health such as massage, therapy etc could be accommodated elsewhere, particularly in retail strips.
- Teaching opportunities through both Monash University (medicine) and Chisholm (nursing)
- Health research (through collaboration between the Hospital, Monash University, and other third-party institutes)
- Health equipment, pharmaceutical manufacturing, and IT-Health ventures (in the Carrum Downs industrial precinct)

### 5.2 Activation of places

Activation of places is where Council can have the greatest impact on the local economy. In Frankston, there are precincts which have room for improvement in terms of amenity, vacancies as well as overall governance.

Similar to the health and education precinct, the State has identified the importance of the Frankston Metropolitan Activity Centre and urban renewal within the Centre. In addition, Frankston has a number of smaller activity centres, supporting local communities and employment opportunities.

A key trend with retail precincts following COVID-19 is that people are purchasing more online. However, they also have increased access to local shops and retail stores. This is evident in the data which suggest

that retail trade in Frankston is still strong, along with accommodation and food services. To become and remain strong, activity centres will need to be well activated, attractive, and accessible.

In terms of vacancies, Council can support and facilitate opportunities to ensure that the spaces are still used for one of many potential activities which would not be accommodated through the private leasing market.

Movement of people also supports activation of places. Advocating for the improvement of public transport as well as investment in active transport linkages increases people's ability to move to and from precincts.

### **5.3 Supporting local businesses**

There are many economic opportunities across the Frankston City economy, most prominently headlined by the health care and social assistance, retail, construction, education and training, manufacturing, and accommodation and food services. These industries have their unique attributes, competitive advantages, synergies, and externalities and so need to be catered for in their own way. Most pertinent within Council's remit, every industry needs access to local skills, suitable land parcels, and connection to suppliers and clientele/customers.

### **5.4 Regional economy**

Frankston is located within the broader South East region. This region accesses services and resources from Frankston (exports). In addition, the Frankston community and businesses access services and resources from this region (imports). There are also services and infrastructure that can only be provided at a regional scale that Frankston cannot service alone. Given this, advocacy and partnerships will be critical in supporting regional economic development initiatives.

### **5.5 Council as an enabler**

As a major employer, regulator, and conduit between key players in the local economy, the City of Frankston is and will continue to be, a large driver of the economy.

From a service perspective Council can ensure local procurement of services and infrastructure delivery is prioritised. This includes staff, training and skill development, and purchase of goods and services.

In addition, Council has a governance role, taking the lead in delivering key services and infrastructure, whilst helping to ensure that all parts of the community and businesses are able to participate in the local economy, develop their skills, and enhance their long-term employment prospects.

## 6. Frankston economic development strategy framework

Based on the findings of the background paper and the existing Council directions for economic development, the below is the recommended structure and focus for the Frankston Economic Development Strategy 2023.

The strategy should encompass:

- **Vision:** which is consistent with the 2040 Community Vision for economic development.
- **Guiding principles:** which are based on the principles of community wealth building.
- **Priority areas:** the strategy is focused around three priority areas aligned with best practice economic development and the current and future opportunities in Frankston.
- **Actions:** arranged across short, medium, and long term timeframes and aim to consolidate existing strengths and build on the future opportunities. The actions should respond to the three economic development priorities in the Council Plan.

**Vision:** Frankston City nurtures and attracts innovation and investment and is known for its education and businesses opportunities, including renewable energy, technology, hospitality, health, and tourism.

**Guiding principles:**

- Building progressive local procurement of goods and services
- Supporting local ownership of the economy
- Leveraging financial power work for local places
- Building a fair and equitable local employment market
- Creating socially productive use of land and property

**Priority 1:** Supporting local businesses

**Priority 2:** Investment attraction and activation of places

**Priority 3:** Council as an enabler

**Annual Action Plan**

**Council Plan priority:** Business and industry investment and attraction

**Council Plan priority:** Activity centre precincts

**Council Plan priority:** Local employment and training opportunities for all people

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# Community Engagement Report

## DRAFT Economic Development and Skilled Community Strategy



### Project Overview

Develop the Draft Economic Development and Skilled Community Strategy. The project is funded via the Economic Development operational budget. Development of the Strategy is a Council Plan action, aligned with Theme 5 – Thriving Economy and Objective 5.4 Elevate Frankston city's identity as an innovation hub and business-friendly city.

The now lapsed *Economic Development Strategy 2016-22* was due for review, including with feedback from the business community, to provide Council with an understanding of where the Frankston City economy and skilled workforce is post COVID and what is needed in the future.

### Quick Engagement Stats

Targeted business and business group engagement occurred for 4 weeks, 5 from 5 February – 5 March 2024.

The engagement reached:

- 609 businesses via in-person engagement
- 14,000 local businesses via e-mail
- Over 6,400 Social Media followers
- 8 key business group stakeholders

7 survey responses were received to the online survey, overall supporting the Strategy and Action Plan.

Valuable feedback was received from a local health provider which provided further insight into how Council and this sector can bridge the gap and work together towards attracting skilled workers to the area.

### Community Consultation Process

Targeted engagement with FCC business operators and business representative groups occurred 5 February – 5 March 2024.

Council officers visited more than 608 business operators across FCC to provide information about the draft strategy and ask people to scan a QR Code to complete a brief survey. A double pass to a show of their choice the Frankston Arts Centre was offered as a prize for completing the survey.

Emails were sent to key stakeholder groups and all Frankston City businesses during February. The Draft Strategy was also promoted on Frankston City Business social media platforms.

Where organisations or businesses were not able to complete the survey, the Economic Development Team met with them in-person or online to discuss their feedback.

### Summary of outcomes

Businesses want Council to be a connector between them and other businesses as well as with Council. They would like the opportunity to participate and engage with other businesses and for Council to ensure both existing and potential business operators are supported.

There is also a need for Council to increase partnership opportunities with local education providers to support future business employment needs. More promotion of Council's economic development services needs to occur, especially relating to regulatory requirements and grants.

Finally, it's noted that Council needs to reduce the red tape for businesses and provide clear and accurate information.

Overall, the Strategy will help to address the majority of the feedback that was shared and is actionable by Council through the Action Plan.

	<b>Recommendations and Next Steps</b>
	<p>This targeted engagement confirms that Council is progressing in the right direction with providing more opportunities for businesses to learn, grow and connect. More education on Council's economic development services is required, however the three Priority Areas within the Draft Strategy, together with the supporting Action Plan, will address the feedback received. The next step is to present the draft Strategy to Council for their consideration for endorsement. If endorsed, the Economic Development Team will report against the actions in <i>Section 4. Council's commitment to local businesses</i> of the Frankston City Council Economic Scorecard quarterly. the quarterly Economic Scorecard.</p>

## Executive Summary

### 12.6 Adoption of Election Period Policy

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

Council Plan

Level 1:

Level 2:

6. Progressive and Engaged City

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 adopt the Election Period Policy in compliance with the requirements of the Local Government Act 2020.

#### Recommendation (Director Corporate and Commercial Services)

That Council:

1. Notes the need to adopt an updated Election Period Policy prior to this year's general elections;
2. Notes the Local Government Amendment (Governance and Integrity) Bill 2024, which was introduced to Parliament on 30 April 2024, includes an amendment to the date for the close of the roll for the approaching 2024 elections which is expected to result in the election period commencing on 17 September 2024 and concluding on 26 October 2024;
3. Notes that the proposed amended Election Period Policy was publicly exhibited for a period of 4 weeks and one submission was received;
4. Resolves to develop a separate policy to provide clarity on the obligations and expectations that apply when a Councillor nominates as a candidate in a State or Federal election or by-election; and
5. Resolves to adopt the amended Election Period Policy.

#### Key Points / Issues

- At its meeting on 11 December 2023, it was resolved that Council:
  1. *Notes that the Local Government Act 2020 provides for Council to amend its Governance Rules at any time, after undertaking a process of community engagement;*
  2. *Notes the need to update the Election Period Policy (Chapter 8 of the Governance Rules) prior to the next general elections in October 2024;*
  3. *Notes the opportunity to strengthen and improve some of the Meeting Procedure provisions in Chapter 2 of the Governance Rules – particularly the provisions regarding petitions and public question time;*
  4. *Endorses the proposed amendments to the Governance Rules for public consultation in accordance with Council's Community Engagement Policy, with the consultation to commence in February 2024;*
  5. *Notes that the community engagement outcomes will be presented back to Council for consideration at a future Council Meeting;*
- On 31 January 2024, Local Government Victoria announced proposed reforms to the Local Government Act 2020 that will result in the development of uniform Model Governance Rules which will be mandated for all councils.

**12.6 Adoption of Election Period Policy****Executive Summary**

- An update was included in the Governance Matters report to Council on 18 March 2024, recommending that community engagement on the meeting procedures (Chapter 2 of the Governance Rules) be deferred until further information about the reforms is available from Local Government Victoria, but that community consultation on the Election Period Policy (Chapter 8 of the Governance Rules) continue to be undertaken from 19 March, due to the need to update the policy prior to the 2024 general council elections.
- It was resolved that Council:
  1. *Notes that proposed reforms to the Local Government Act 2020 will result in the development of uniform Model Governance Rules which will be mandated for all councils;*
  2. *Defers community engagement on the meeting procedures chapter of the Governance Rules for the time being;*
  3. *Undertakes community consultation on the election period policy chapter of the Governance Rules, due to the need to update the election period policy prior to the 2024 general council elections;*
- The draft amended Election Period Policy (**Attachment A**) was published on Council's website from 19 March 2024 for a period of four weeks.
- One submission was received (**Attachment B**). The submission raises the lack of clarity around the requirements and obligations that apply when a Councillor nominates as a candidate in a State or Federal election.
- There is merit in the suggestion that these matters should be addressed in a policy. However, it is recommended that the focus of the Election Period Policy be confined to the specific requirements that apply in the lead up to a general Council election or by-election, and that the other requirements that apply when a Councillor nominates as a candidate in a State or Federal election or by-election be set out in a separate policy document.
- Considering the need to update the Election Period Policy prior to the election period for this year's general elections, it is recommended that Council now resolves to adopt the amended Election Period Policy and that a separate policy be developed to provide guidance on Councillor Candidature in State or Federal Elections.
- The Local Government Amendment (Governance and Integrity) Bill 2024, which was introduced to Parliament on 30 April 2024, includes an amendment to the date for the close of the roll for the approaching 2024 elections which is expected to result in the election period commencing on 17 September 2024 and concluding on 26 October 2024.
- It is recommended that Council notes the submission received, adopts the amended Election Period Policy, supports the development of a separate policy for Councillors as candidates, and notes the introduction of the Local Government Amendment Bill to Parliament which will result in the election period commencing on 17 September 2024.

**Financial Impact**

The costs associated with updating the Election Period Policy can be accommodated within existing budgets.

**12.6 Adoption of Election Period Policy****Executive Summary****Consultation****1. External Stakeholders**

The proposed amendments to the Election Period Policy were published on Council's website and submissions were invited. One submission has been received. The submitter does not wish to address Council in relation to their submission when Council considers the Election Period Policy. However, the submitter may wish to address Council in the context of the suggested new policy on Councillor Candidature in State or Federal Elections.

**2. Other Stakeholders**

The draft Election Period Policy has been reviewed by Council's lawyers.

**Analysis (Environmental / Economic / Social Implications)**

The Election Period Policy reflects the legislative requirements and is intended to ensure equity for all election candidates.

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

The proposed Election Period Policy is consistent with the Charter of Human Rights and Responsibilities ('Charter').

Under the Charter, there is a right to take part in public life. This right applies to a wide range of activities including local government and public administration. It includes attending Council meetings and participating in public debate or dialogue and activities associated with nominating as a candidate and participating in the election process. The Charter actually goes further than just specifying the right to participate; it also states that people must be given the opportunity.

In some circumstances, one person's right may come into conflict with the right of another person or group. In these circumstances, it can be necessary to limit or restrict these rights. Under section 7(2) of the Charter, rights may be limited in certain circumstances, but any limitation must be reasonable, necessary, justified and proportionate.

The proposed amendments to the Election Period Policy are considered to be consistent with the Charter.

Legal

Section 60 of the Local Government Act 2020 sets out the requirements for Governance Rules as follows:

**60 Governance Rules**

- (1) *A Council must develop, adopt and keep in force Governance Rules for or with respect to the following—*

...

- (e) *an election period policy in accordance with section 69;*

...

Section 69 of the Act sets out the requirements for the election period policy as follows:

**69 Governance Rules to include election period policy**

- (1) *A Council must include an election period policy in its Governance Rules.*  
(2) *An election period policy must prohibit any Council decision during the election period for a general election that—*

**12.6 Adoption of Election Period Policy****Executive Summary**

- (a) *relates to the appointment or remuneration of the Chief Executive Officer but not to the appointment or remuneration of an Acting Chief Executive Officer; or*
- (b) *commits the Council to expenditure exceeding one per cent of the Council's income from general rates, municipal charges and service rates and charges in the preceding financial year; or*
- (c) *the Council considers could be reasonably deferred until the next Council is in place; or*
- (d) *the Council considers should not be made during an election period.*
- (3) *An election period policy must prohibit any Council decision during the election period for a general election or a by-election that would enable the use of Council's resources in a way that is intended to influence, or is likely to influence, voting at the election.*
- (4) *A Council decision made in contravention of subsection (2)(a) or (b) is invalid.*
- (5) *Any person who suffers any loss or damage as a result of acting in good faith on a Council decision that is invalid by virtue of subsection (4) is entitled to compensation from the Council for that loss or damage.*

The other key legislative requirements which are reflected in the Election Period Policy are set out below:

**123 Misuse of position**

- (1) *A person who is, or has been, a Councillor or member of a delegated committee must not intentionally misuse their position—*
  - (a) *to gain or attempt to gain, directly or indirectly, an advantage for themselves or for any other person; or*
  - (b) *to cause, or attempt to cause, detriment to the Council or another person.*

*Penalty: 600 penalty units or imprisonment for 5 years.*
- (2) *An offence against subsection (1) is an indictable offence.*
- (3) *For the purposes of this section, circumstances involving the misuse of a position by a person who is, or has been, a Councillor or member of a delegated committee include—*
  - (a) *making improper use of information acquired as a result of the position the person held or holds; or*
  - (b) *disclosing information that is confidential information; or*
  - (c) *directing or improperly influencing, or seeking to direct or improperly influence, a member of Council staff; or*
  - (d) *exercising or performing, or purporting to exercise or perform, a power, duty or function that the person is not authorised to exercise or perform; or*
  - (e) *using public funds or resources in a manner that is improper or unauthorised; or*
  - (f) *participating in a decision on a matter in which the person has a conflict of interest.*
- (4) *This section— (a) has effect in addition to, and not in derogation from, any Act or law relating to the criminal or civil liability of Councillors or members of delegated committees; and (b) does not prevent the institution of any criminal or civil proceedings in respect of that liability.*

**304 Prohibition on Councillor or member of Council staff**

- (1) *A Councillor or member of Council staff must not use Council resources in a way that—*
  - (a) *is intended to; or*

**12.6 Adoption of Election Period Policy****Executive Summary**

(b) *is likely to—*

*affect the result of an election under this Act.*

*Penalty: 60 penalty units.*

- (2) *A Councillor or member of Council staff must not use Council resources to intentionally or recklessly print, publish or distribute or cause, permit or authorise to be printed, published or distributed any electoral material during the election period on behalf of, or purporting to be on behalf of, the Council unless the electoral material only contains information about the election process or is otherwise required in accordance with, or under, any Act or regulation.*

*Penalty: 60 penalty units.*

**Policy Impacts**

After the Election Period Policy has been adopted, it is recommended that a separate policy be developed to provide clarity around the requirements and obligations that apply when a Councillor nominates as a candidate in a State or Federal election.

**Gender Impact Assessment**

A gender impact assessment is in progress.

The Election Period Policy is a legislative requirement and its content is prescribed. The legislative provisions are underpinned by an intention to reduce the inherent advantages of incumbent Councillors over new candidates and to improve equity for all election candidates.

The gender impact assessment has noted that through their role, a Councillor has an enhanced opportunity to acquire an understanding of the community they represent and knowledge of community priorities. This knowledge may provide incumbent Councillors with an advantage over other candidates.

To make it fairer for all candidates, it is proposed to create a repository of information about community needs and priorities which will be made available to all candidates.

**Officer's Declaration of Interests**

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

**Risk Mitigation**

Any risks associated with updating Council's Election Period Policy have been mitigated through the process of publishing the proposed amendments and inviting public submissions.

**Conclusion**

Council must update its Election Period Policy prior to this year's general elections. The draft amended Election Period Policy was published on Council's website from 19 March 2024 for a period of four weeks and submissions were invited. One submission was received regarding the lack of clarity around the requirements and obligations that apply when a Councillor nominates as a candidate in a State or Federal election.

The focus of the Election Period Policy should remain confined to the specific requirements that apply in the lead up to a general Council election or by-election, and the other requirements that apply when a Councillor nominates as a candidate in a State or Federal election or by-election should be set out in a separate policy document.

**12.6 Adoption of Election Period Policy****Executive Summary**

The introduction of the Local Government Amendment Bill to Parliament which will result in the election period commencing on 17 September 2024.

Accordingly, it is recommended that Council now resolves to adopt the amended Election Period Policy and that a separate policy be developed to provide guidance for any future Councillor Candidature in State or Federal Elections.

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**ATTACHMENTS**

Attachment A:[↓](#) Election Period Policy - Consultation Draft

Attachment B:[↓](#) Submission - Draft Updated Election Period Policy



## Chapter 8 – Election Period Policy

The Local Government Act 2020 ("the Act") requires Council to include an Election Period Policy in its Governance Rules.

### Definitions

1. In this policy:

"Act" means the Local Government Act 2020; and

"election period" has the same meaning as in the Act.

### Council decisions during the election period

1. Section 69 of the Act stipulates that an election period policy must:
  - 1.1 prohibit any Council decision during the election period for a general election that:
    - 1.1.1 relates to the appointment or remuneration of the Chief Executive Officer but not to the appointment or remuneration of an Acting Chief Executive Officer; or
    - 1.1.2 commits the Council to expenditure exceeding one per cent of the Council's income from general rates, municipal charges and service rates and charges in the preceding financial year; or
    - 1.1.3 the Council considers could be reasonably deferred until the next Council is in place; or
    - 1.1.4 the Council considers should not be made during an election period; and
  - 1.2 prohibit any Council decision during the election period for a general election or a by-election that would enable the use of Council's resources in a way that is intended to influence, or is likely to influence, voting at the election.

### Council publications during the election period

2. Section 304 of the Act:
  - 2.1 prohibits a Councillor or member of Council staff from using Council resources in a way that is intended to, or is likely to affect the result of an election; and
  - 2.2 makes it an offence for a Councillor or member of Council staff to use Council resources to intentionally or recklessly print, publish or distribute or cause, permit or authorise to be printed, published or distributed any *electoral material* during the election period on behalf of, or purporting to be on behalf of, Council unless the *electoral material* only contains information about the election process or is otherwise required in accordance with, or under, any Act or regulation.
3. *Electoral material* is any matter that is "intended or likely to affect voting in an election". This includes (but is not limited to) material that deals with the election, candidates or issues of contention in the election, and material that publicises the strengths or weaknesses of a candidate; advocates the policies of the Council or of a candidate; responds to claims made by a candidate; or publicises the achievements of the elected Council.



4. During the election period, all Council publications must be certified in writing by the Chief Executive Officer or delegate to confirm that they do not contain *electoral material*. Publications which require certification include all documents that are produced for the purpose of communicating with people in the community, including: Council newsletters; advertisements and notices; media releases; leaflets and brochures; emails and mailouts to multiple addresses; electronic information; and web based productions including on Council's website and social media accounts. The controls do not cover advertisements that simply announce the holding of a meeting or about the election process itself.
5. Councillors may publish campaign material on their own behalf, but cannot purport for that material to be originating from, or authorised by, Council eg. by use of Council logos.
6. The prohibition does not apply to documents published before the election period, or documents that are published in accordance with a requirement of the Act (eg. the Annual Report, rate notices, food premises registrations, and parking fines).
7. Any Council material that is required to be published during the election period will be reviewed by Council's Governance Team, and then (if appropriate) sent to the Chief Executive Officer or delegate to be certified in writing prior to publication.
8. In considering whether to grant approval for the publication of material during the election period, in accordance with the provisions in the Act, the Chief Executive Officer or delegate:
  - 8.1 must not permit any materials to be published which include reference to: the election; a candidate in the election; a current Councillor; or an issue before the voters in connection with the election; and
  - 8.2 may approve publication of material which only contains information about: the election process itself; or Council services (as long as the material does not include any reference to a current Councillor, an issue before the voters in connection with the election, or any content that is otherwise precluded by this policy).

#### **Council website and social media**

9. During the election period Council's corporate website will not contain material precluded by this policy. Any references to the election will only relate to the election process. Information about Councillors will be restricted to titles, names and contact details. Other information will be removed for the duration of the election period.
10. The ability for members of the public to post comments on Council's social media sites will be removed for the duration of the election period.

#### **Public consultation during the election period**

11. Public consultation is an integral part of Council's policy development, process and operations. However, public consultation undertaken in the lead up to an election has the potential to become an election issue in itself, and can influence voting.
12. For the purposes of this policy, public consultation means a process that involves an invitation or invitations to individuals, groups or organisations or the community generally to comment on an issue, proposed action or proposed policy.
13. This policy prohibits public consultation (new or ongoing) being commissioned or undertaken during the election period on an issue that is contentious unless prior approval has been given by Council or the Chief Executive Officer.



14. In considering whether to grant approval for public consultation during the election period, Council or the Chief Executive Officer will have regard to a number of factors including: whether special circumstances make it necessary for the consultation to occur during the election period; the possibility of financial or other repercussions if the consultation is deferred; and whether the risks of influencing the election can be mitigated or avoided.
15. This clause does not apply to public consultation that is required to be undertaken in accordance with section 223 of the Local Government Act 1989, or under the Planning and Environment Act 1987. However, consideration will be given to whether such statutory processes can be delayed until after the election period.

#### **Events and functions during the election period**

16. The scheduling of Council events and functions during the period leading up to an election can create issues due to a perception that such events and functions have the potential to be used by sitting Councillors for electioneering purposes.
17. For the purposes of this policy, events and functions include any gathering of internal and external stakeholders to discuss, review, acknowledge, communicate, celebrate or promote a program, strategy or issue which is of relevance to Council and its community. An event or function may take the form of a conference, workshop, forum, Annual General Meeting, launch, promotional activity or a social occasion such as a dinner, reception, ball or similar.
18. Where possible, public Council events and functions will be scheduled outside the election period. Council organised events and functions held during the election period will be reduced to only those essential to the operation of the Council. This may be varied by a Council resolution or where the Chief Executive Officer has given prior approval.
19. In considering whether to grant approval for a Council event or function to be held during the election period, the Council or Chief Executive Officer will have regard to a number of factors including: whether special circumstances make it necessary for the event or function to occur during the election period; the possibility of financial or other repercussions if the event or function is deferred; and whether the risks of influencing the election can be mitigated or avoided.
20. Meetings of accords, local area community working groups and committees under the auspices of Council will not be held during the election period.

#### **Public events and functions staged by external bodies**

21. Councillors may continue to attend events and functions staged by external bodies during the election period. However, Council resources cannot be used to facilitate attendance or participation in such events. Any speeches prepared by Council staff for the Mayor or the Mayor's representative for events during the election period will include only basic material, and will not include any content that could be construed as electoral matter (see definitions).

#### **Expenses incurred by Councillors**

22. Section 40 of the Act provides that Councillors are entitled to be reimbursed for any reasonable out-of-pocket expenses incurred in performing their duties as a Councillor.
23. A claim for payment or reimbursement of a Councillor's out-of-pocket expenses incurred during the election period should only relate to necessary costs that have been incurred in the performance of normal Council duties. Reimbursement will not be paid for any expenses that



are connected with campaigning, or that could be perceived as supporting or being connected with a candidate's election campaign.

24. In the case where a Councillor's expenses claim covers a combination of Council and election-related business, the Chief Executive Officer or delegate may approve a partial reimbursement to cover Council activities.

#### **Use of Council resources**

25. Council is committed to ensuring that due propriety is observed in the use of all Council resources. During the election period, additional measures will be implemented to prevent the use of Council resources by candidates for electioneering purposes. For the purposes of this policy, Council resources include Council staff, hospitality services, vehicles, property, equipment and stationery.
26. Council resources will be used exclusively for normal Council business during the election period, and will not be used in connection with an election campaign. Some specific examples of Council's commitment to this principle are set out below:
  - 26.1 The use of resources including bulk paper, photocopying and printing, will be monitored.
  - 26.2 Photographs and images taken by or on behalf of Council will not be used for the purposes of electioneering.
  - 26.3 Equipment and facilities provided to Councillors for the purpose of conducting normal Council business will not be used for election campaign purposes.
  - 26.4 Council email addresses will not be used for election campaign purposes.
  - 26.5 Where a Councillor has an existing Council funded service (mobile phone, smart phone, land line or internet connection) and it is impractical to discontinue use of the service during the election period, the Councillor will reimburse Council for any usage of the service during the election period that exceeds normal usage levels.
27. It is acknowledged that certain improper actions during the election period can have serious consequences; for example, the use of Council resources for private purposes such as electioneering can be a misuse of a Councillors' position, in breach of section 123 of the Act.

#### **Mayor and Councillors' correspondence**

28. General correspondence addressed to the Mayor and/or Councillors will be answered in accordance with Council's usual administrative procedures. However, the Mayor and Councillors will sign only the necessary minimum of correspondence during the election period. Correspondence in respect to significant, sensitive or controversial matters will be signed by the Chief Executive Officer. All correspondence will be prepared so as to protect Council staff from perceptions of political bias.
29. Items bearing Council's logo, letterhead or other Council branding will not be used for, or linked in any way to, a candidate's election campaign.

#### **Media advice and releases**

30. Any requests for media advice or assistance from Councillors during the Election Period will be channelled through the Chief Executive Officer or the Chief Executive Officer's delegate. No



media advice or assistance will be provided in relation to election issues or in regard to publicity that involves specific Councillors.

31. Media releases during the election period will not refer to specific Councillors. Where it is necessary to identify a spokesperson in relation to an issue the Chief Executive Officer will determine the appropriate person.
32. During the election period publicity campaigns (other than for the purpose of conducting the election) will be avoided wherever possible. Where a publicity campaign is deemed necessary for a Council activity, the Chief Executive Officer or their delegate must approve it. Council publicity during the election period will be restricted to communicating normal Council activities and initiatives.
33. Councillors will not use their position as an elected representative or their access to Council staff and other Council resources to gain media attention in support of an election campaign.

#### **Councillor briefings**

34. Councillor briefings will not be held during the election period, except in relation to urgent matters.
35. Information and briefing material prepared or secured by staff for a Councillor during the election period must be necessary to the carrying out of the Councillor's role, and must not be related to election issues or to issues that might be perceived to be of an electoral nature.
36. Council's communication services are intended to promote Council activities or initiatives and must not be used in any way that might favour a candidate.

#### **Equity in assistance to Councillors and candidates**

37. All candidates have equal rights to access public information relevant to their election campaigns. Neither Councillors nor candidates will be provided with information or advice from Council staff that might be perceived to support election campaigns.
38. Council staff should avoid assisting Councillors or candidates in any way that could create a perception that they are being used for electoral purposes. The Mayor and Councillors' support staff must not be asked to undertake any tasks connected directly or indirectly with an election campaign. In any circumstances where the use of Council resources might be construed as being related to a candidate's election campaign, advice will be sought from the Chief Executive Officer.

## Attachment A

**Submission received Friday, 12 April 2024**

To the Frankston Council Governance Department and other relevant departments,

### **Proposed Election Policy Revision**

I consider that the Frankston Council's Election Policy should either be broadened to include the council policy for councillor candidature in State and Federal Elections or else a separate policy document for this be prepared.

The intent would be to ensure good governance by defining a councillor's obligations when nominating as a candidate in a State or Federal election.

The policy would set out a process for Council and Councillors where a councillor nominates for election to ensure that appropriate practices are followed during the election period for the good governance of the municipality and to avoid any conflicts of interest arising.

Matters ranging from alignment with the Councillor Code of Conduct, leave of absence, use of council resources including media resources and photographs to breaches of the Policy in accord with the Act or Councillor Code of Conduct would be included.

It would also make clear that the Council does not endorse any councillor's candidature.

Thank you,



**Executive Summary****12.7 Award of Panel Contract - CN11437SPC - VicFleet State Purchasing Contract**

*Enquiries: (Luke Ure: Infrastructure and Operations)*

Council Plan

Level 1: 6. Progressive and Engaged City

Level 2: 6.1 Ensure sustainable financial management and the strategic allocation of resources to deliver planned infrastructure and services

**Purpose**

To seek Council approval to utilise the VicFleet State Purchasing Contract SS-01-218 for the supply of motor vehicles under Contract CN11437SPC for a period of five (5) years.

**Recommendation (Director Infrastructure and Operations)**

That Council utilises CN11437SPC - VicFleet State Purchasing Contract for the supply of motor vehicles a period of five (5) years at an estimated value of \$7.5 million (GST exclusive).

**Key Points / Issues**

- The State Government of Victoria has formed an open panel contract offering multiple suppliers for buying cars and other vehicles. This contract commenced on 1 May 2018 and is ongoing and remains in force unless Department of Treasury and Finance cancels the pre-qualification of a supplier or dissolves the Panel.
- VicFleet is responsible for the provision of advice to the Minister for Government Services on fleet issues, management of the Victorian Government's Standard Motor Vehicle policy, and the Whole of Victorian Government finance lease facility.
- In addition, VicFleet is responsible for the operational management of the Motor Vehicle State Purchasing Contract SS-01-218 (SPC) that provide discounts and other benefits to Victorian Government departments and agencies.
- The open panel contract has an Approved Vehicle List determined by VicFleet's Selection Process (Attachment A), based on vehicle safety, environmental performance and value for money.
- The Approved Vehicle List is reviewed quarterly and updated as vehicle models, pricing and safety features change.
- The State Purchasing Contract is available to all government bodies including municipal councils within the meaning of the Local Government Act 2020.
- It is noted that additional local suppliers may be incorporated into the VicFleet Motor Vehicle SPC. Accordingly, additional Council contracts may also be established as required.
- This report is seeking approval to award Contract CN11437SPC - VicFleet State Purchasing Contract, which will utilise the SPC for a defined period of up to five (5) years or until the Victorian Government dissolves the panel.

**12.7 Award of Panel Contract - CN11437SPC - VicFleet State Purchasing Contract****Executive Summary****Background**

Council currently utilises the State Purchasing Contract and has done so for a number of years.

It is forecast that via capital works project '11234 – Light Vehicle Replacement Program', Frankston City Council may procure up to 20 - 25 vehicles per annum at an average spend of \$1M - \$1.5M which would place the procurement over Council's threshold.

The range of vehicles council purchase as part of the agreement includes 'Passenger Motor Vehicles', 'Light Commercial Motor Vehicles', and 'Heavy Vehicles' up to 8 tonne as described below in table 1:

Category	Description
<b>Passenger</b>	Sedan/Hatch/Wagon (Small)
	Sedan/Hatch/Wagon (medium)
	Sedan/Hatch/Wagon (Large)
	Passenger Vehicles (high Environmental Performance) hybrid/electric
<b>Light Commercial</b>	4x4 Wagon (Small)
	4x4 Wagon (Medium)
	4x4 Wagon (Large)
	4x2/4x4 Pick up/cab chassis utility
	Van
	Light Bus

*Table 1 - Range of vehicles*

Utilising the Motor Vehicle SPC provides a range of benefits for Council, enabling Council to streamline the management of its vehicle acquisitions at a reduced cost.

Key benefits of this panel include:

- A range of suppliers who meet contract terms and conditions.
- Purchasing discounts.
- Accessories, pre-payments and roadside assistance.
- Price protection for 90 days.
- Access to heavy vehicles (up to 8 tonnes).
- No contract access fee.
- Better measurement and monitoring processes.
- Five-star Australasian New Car Assessment Program (ANCAP) rated vehicles.

**Procurement Process**

The State Government has established SPCs which are standing offer agreements that can be accessed by state government departments and local government to procure common use goods and services; these contracts are established when value for money can best be achieved through aggregating demand.

**12.7 Award of Panel Contract - CN11437SPC - VicFleet State Purchasing Contract****Executive Summary**

As per Council's Procurement Policy 2021 – 2025, purchases of goods and services through the SPC are exempt from a competitive procurement process. Utilising this contract, Council is only required to supply one quotation.

**Probity**

All Council procurement processes are conducted in a fair, honest, open manner with the highest levels of integrity and in the public interest. All suppliers are treated fairly in an open and transparent manner.

An external probity advisor was not required.

**Disclosures of Conflicts of Interest in Relation to Advice Provided in this Report**

No person involved in the preparation or approvals of this report declared a direct or indirect interest requiring disclosure.

**Contract Value**

This contract has an estimated annual cost of \$1M - \$1.5M, ex GST. The total estimated contract value over a five (5) year period is \$5M - \$7.5M ex GST.

**Term of the Contract**

The contract term will be five (5) years or until the Victorian Government dissolves the panel.

**Policy Considerations**

This procurement does not conflict with any Council policies.

**Collaboration**

Section 109(2) of the Local Government Act 2020 requires that any report to Council that recommends entering into a procurement agreement must include information in relation to any opportunities for collaboration with other Councils or public bodies.

Council has met this requirement in pursuing the procurement of motor vehicles via the SPC provided by the Victorian State Government.

**Financial Implications**

There are financial costs, however, these costs can be accommodated within existing non-discretionary capital and operational budgets.

**Legal/Statutory Implications**

The tender process complies with Council's Procurement Policy 2021-2025.

**Gender Impact Assessments**

No gender impact assessment was required. This initiative has no impact on our community or the public.

**Environmental/Sustainability Impacts**

Council places a high importance on environmental sustainability and expects the same from its suppliers.

Council, through its fleet management, is committed to reducing carbon emissions and transitioning to an environmentally sustainable fleet.

**12.7 Award of Panel Contract - CN11437SPC - VicFleet State Purchasing Contract****Executive Summary****Buy Local Impacts**

Preference will be given to local suppliers where possible in accordance with Council's Procurement Guidelines.

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**ATTACHMENTS**

Attachment A: [↓](#) Approved Vehicle List Selection Process

## AVL Selection Process

The Approved Vehicle List (AVL) is determined on vehicle safety, environmental performance, and value for money.

The AVL is reviewed quarterly and will be updated as vehicle models, pricing, and safety features change.

The AVL selection process is as follows:

- Analysis of the Federal Chamber of Automotive Industries (VFACTS) Month & Year to Date sales data.
- Removal of Manufacturers that are not contracted on the Motor Vehicle State Purchase Contract (SPC).
- Removal of Manufacturers vehicles with low sales volume, create a Top 10 list per VFACTS Category.
- Removal of Manufacturers vehicles that do not meet safety requirements, ANCAP 5.
- Review and add manufacturers vehicle emissions data.
- Removal of Manufacturers vehicles that have a delivery lead time of more than 9 months from order (ex. BEV & Hybrids)
- Rank Manufacturers vehicles by Whole of Life Costs: (Accessories + Prepaid Service + Roadside Assist + Fuel + Delivery + Interest + Depreciation + Capital)
- Select the Top 3 vehicles for each VFACTS Category.
- Addition of contracted Manufacturers Hybrid, Hybrid Plug-In & Electric vehicles that meet the safety requirements.
- Addition of contracted Manufacturers vehicle models that are supplied with Satellite Navigation (SATNAV).
- All analysis is conducted on the base model vehicles, or base model vehicles with safety packs.
- The more up market and prestige versions of these vehicles are added to the AVL for use as executive vehicles.

**Executive Summary****12.8 Award of Contract CN11431SPC - Telecommunications Services**

*Enquiries: (Eddie Cheng: Customer Innovation and Arts)*

Council Plan

Level 1:

Level 2:

6. Progressive and Engaged City

6.4 Enhance customer experience through the transformation of our services to ensure they are easy to access, and provide seamless transactional and interactional experiences

**Purpose**

Seeking Council approval to award Contract CN11431SPC – Telecommunications Services to Telstra Corporation Limited for a period of three years.

**Recommendation (Director Customer Innovation and Arts)**

That Council:

1. Awards contract CN11431SPC – Telecommunications Services to Telstra Corporation Limited ABN: 33 051 775 556 for a period of three years, with an estimated value of \$1,331,778 GST exclusive;
2. Authorises the Chief Executive Officer to sign the contract;
3. Delegates authority to the Director Customer Innovation and Arts to approve any contract variations; and
4. Resolves Attachments A 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 *Local Government Act 2020 s3(1)(g)*.

**Key Points / Issues**

- Approval is sought to enter into a contract with Telstra Corporation Limited for the provision of telecommunication services via the Victorian Government Telecommunication Services panel contract (VTS) for a period of three (3) years.
- There will be financial benefits associated with this new contract. Council currently utilises three functions within the Telstra offering, below are the estimated cost reductions under each of the functions on the transfer of existing services to this new contract:
  - Mobiles - approximate saving of \$19,000 per year
  - Data and Internet – approximate saving of \$42,000 per year
  - Voice and fixed line – approximate saving of \$13,000 per year

**12.8 Award of Contract CN11431SPC - Telecommunications Services****Executive Summary**

- The proposed contract also includes rebates which can be used for the purchase of telecommunications technology. These rebates equate to an approximate amount of \$191,000 over the life of the contract (~\$63,600 pa).
- Additional benefits of this contract include an increased amount of mobile data that can be shared across all mobile services across Council which will offer us flexibility and ensure that we are not charged or penalised for excess data consumption.

**Background**

Council currently utilises telecommunications services based on the State Government Telecommunications Purchasing and Management Strategy (TPAMS) contracts.

This contract has now been replaced by the Victorian Government Telecommunication Services (VTS) panel contract.

Entering into a contract with Telstra via the VTS provides a range of benefits for Council and includes access to a suite of telecommunications services including voice, data, internet and mobile services. This will assist Council in streamlining the management of its communications infrastructure and reduce operational expenditure.

The contract has a guaranteed service level and reliability, with round the clock 24/7 support and proactive monitoring of Council's communications infrastructure. It also provides access to modern technologies such as cloud-based communication and collaboration tools. These tools can be used to significantly improve productivity and efficiency, and enable FCC to integrate voice, video, and data communications platforms such as Microsoft Teams.

The proposed contract also provides flexibility which would allow Council to scale up and down in its telecommunications services to align to our changing needs, without incurring additional or penalty costs. This is particularly important in a technology landscape where demands and requirements are changing regularly.

**Procurement Process**

The State Government has established State Purchase Contracts (SPC's) which are standing offer agreements that can be accessed by state government departments and local government to procure common use goods and services; these contracts are established when value for money can best be achieved through aggregating demand.

The proposed contract with Telstra has been sourced via the SPC VTS.

As per Council's Procurement Policy 2021 – 2025, purchases of goods and services through the SPC are exempt from a competitive procurement process.

Council staff are heavily reliant on mobile data services to perform their roles and to deliver a high level of service to the Community. Telstra has the highest and most reliable coverage of any provider across the Frankston Municipality ensuring reliability, efficiency and safety for our staff members. It is imperative that we continue to utilise Telstra's services to ensure our staff are safe and have access to emergency services should any situation arise.

With the above in consideration, there is no other telecommunications provider apart from Telstra Corporation Limited that are in the position to provide the most reliable mobile coverage across the Frankston municipality. Additionally, transitioning to another telecommunications provider would require significant resourcing and cost relating to the reconfiguration of hardware and software interfaces. Based on this, there was no pricing requested from other telecommunication providers on the VTS panel.

**12.8 Award of Contract CN11431SPC - Telecommunications Services****Executive Summary****Probity**

All Council procurement processes are conducted in a fair, honest, open manner with the highest levels of integrity and in the public interest. All suppliers are treated fairly in an open and transparent manner.

An external probity advisor was not required.

**Disclosures of Conflicts of Interest in Relation to Advice Provided in this Report**

No person involved in the preparation or approvals of this report declared a direct or indirect interest requiring disclosure.

**Contract Value**

This contract has an estimated annual cost of \$443,926 ex GST. The total estimated contract value over the three (3) year term is \$1,331,778 ex GST.

**Term of the Contract**

The contract term will be three (3) years.

**Policy Considerations**

This procurement does not conflict with any Council policies.

**Collaboration**

Section 109(2) of the Local Government Act 2020 requires that any report to Council that recommends entering into a procurement agreement must include information in relation to any opportunities for collaboration with other Councils or public bodies.

Council pursued procurement of mobile and data services via VTS provided by the Victorian State Government.

**Financial Implications**

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

**Legal/Statutory Implications**

The tender process complies with Council's Procurement Policy 2021-2025.

**Gender Impact Assessments**

No gender impact assessment was required. This initiative has no impact on our community or the public.

**Environmental/Sustainability Impacts**

Council places a high importance on sustainability and resilience and expects the same from its suppliers. The long-term impacts of becoming a highly connected and "digital Council" results in paperless work practices, reduction of travel, and the ability to monitor and control Council's energy efficiency initiatives.

Telstra, as Council's telecommunications partner, is committed to reducing carbon emissions, heavily invests in renewable energy projects and promotes the importance of reusing and recycling e-waste (<https://www.telstra.com.au/sustainability>).

**12.8 Award of Contract CN11431SPC - Telecommunications Services****Executive Summary****Buy Local Impacts**

There are no Buy Local Impacts associated with this report.

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**ATTACHMENTS**

Attachment A: The Victorian Government Telecommunication Services for Frankston City Council - **CONFIDENTIAL**

**Executive Summary****12.9 Award of Contract CN11213 Primary Foodstuffs for Meals on Wheels***Enquiries: (Claire Benzie: Communities)*Council Plan

Level 1:

2. Community Strength

Level 2:

2.2 Enrich the lives of older residents and people with disabilities with opportunities to enable participation and independent living

**Purpose**

To obtain Council approval to award Contract CN11213 to the preferred panel of suppliers for the provision of Primary Foodstuffs for the Meals on Wheels kitchen.

**Recommendation (Director Communities)**

That Council:

1. Awards contract CN11213 – Primary Foodstuffs for Meals on Wheels for an initial two (2) year term with the provision of three (3) further one (1) year extension options at Councils sole discretion, noting that this is a Schedule of Rates contract with an estimated potential contract value of \$1,647,884.20 (exclusive of GST) to:

Category A – Fruit and Vegetables

- Melbourne Produce Merchants Pty Ltd trading as Melbourne Produce Merchants (ABN 72 666 557 286);
- PFD Food Services Pty Ltd trading as PFD Food Services (ABN 29 006 972 381)

Category B – Meat and Poultry

- G & J Goss Pty Ltd trading as Greg's Family Gourmet Butchers (ABN 74 242 328 840);
- Lea Enterprises Pty Ltd trading as 360 Degree Meat and Poultry (ABN 45 967 980 964);

Category C – Dry Goods, Frozen and Cool Store Goods

- Bidfood Australia Ltd (ABN 33 000 228 231);
- PFD Food Services Pty Ltd trading as PFD Food Services (ABN 29 006 972 381)

2. Authorises the Chief Executive Officer to sign the contract(s);
3. Authorises the Director Communities to approve variations and extensions of the contract(s) subject to the satisfactory performance of the contractor(s); and
4. Resolves Attachment A 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 *Local Government Act 2020 s3(1)(g)*.

**Key Points / Issues**

- Council's primary requirement of this contract is to establish a Panel to supply foodstuffs to the Meals on Wheels Program. Meals on Wheels is an essential service provided to community members at home who are generally unable to purchase or prepare their own meals.

**12.9 Award of Contract CN11213 Primary Foodstuffs for Meals on Wheels****Executive Summary**

- Due to the diversity of produce required, there were three categories of Primary Foodstuffs to be contracted:
  - Fruit and Vegetables
  - Meat and Poultry
  - Dry Goods, Frozen and Cool Store Products

Suppliers tendered are to be awarded for the respective categories as follows:

<b>Awarded Categories</b>			
<b>Supplier</b>	<b>A. Fruit and Vegetables</b>	<b>B. Meat and Poultry</b>	<b>C. Dry Goods, Frozen and Cool Store Goods</b>
Lea Enterprises Pty Ltd (Trading as 360 Degree Meat & Poultry) 45 967 980 964		✓	
G & J Goss Pty Ltd (Trading as Greg's Family Gourmet Butchers) 74 242 328 840		✓	
Bidfood Australia Ltd 33 000 228 231			✓
Melbourne Produce Merchants Pty Ltd (Trading as Melbourne Produce Merchants) 72 666 557 286	✓		
PFD Food Services Pty Ltd (Trading as PFD Food Services) 29 006 972 381	✓		✓

**Background**

Frankston City Council Meals on Wheels is a high quality and responsive home and community based service within the Family Health Support Services Department. The service provides fresh hot meals to older people, people with a disability and their carers in order to maintain their dignity and independence in the community.

Meals on Wheels provide approximately 60,000 meals per year to eligible residents within the Municipality who are unable to prepare meals for themselves. This is a vital service providing fresh meals delivered Monday to Friday and frozen meals for Saturday, Sunday and Public Holidays. Over 100 volunteers assist in the production and delivery of meals.

**Tender Process**

The request for tender (RFT) was released to market on Saturday 18 November 2023 via Council's website and advertised in The Age Newspaper on 18 November 2023.

**12.9 Award of Contract CN11213 Primary Foodstuffs for Meals on Wheels****Executive Summary**

The tender closed at 3pm, Wednesday 13 December 2023, AEST.

7 submissions were received via the eTendering portal.

1 tender was received outside of the portal after the due date as a result of technical difficulties, this tender was determined to be legitimate. This was agreed in consultation with the Contracts and Procurement team.

**Tender Evaluation**Evaluation criteria

7 submissions progressed to evaluation and were assessed against the following evaluation criteria, as advertised in the RFT documents:

Evaluation Criteria	Weighting (%)
Cost to Council (Basket of Goods)	30%
Delivery Service Capability	25%
Reporting Capability (online ordering)	15%
Quality Assurance	10%
Occupational Health, Safety & Environment	10%
Community Benefit	10%

Evaluation was guided by the pre-approved Tender Evaluation Plan.

The evaluation of submissions is documented in the Evaluation Report, which is provided as Attachment A.

Negotiations

All tender negotiations are complete.

**Probity**

All Council procurement processes are conducted in a fair, honest, open manner with the highest levels of integrity and in the public interest. All suppliers are treated fairly in an open and transparent manner.

Council must engage an external probity advisor when the value of goods or services exceeds \$5 million (GST inclusive)

An external probity advisor was not appointed.

**Disclosures of Conflicts of Interest in Relation to Advice Provided in this Report**

No person involved in the evaluation of tenders declared a direct or indirect interest requiring disclosure.

**Contract Value**

Whilst the contract is based on a schedule of rates, the estimated value of the contract over the maximum five (5) year term is \$1,647,884.20 (exclusive of GST).

**12.9 Award of Contract CN11213 Primary Foodstuffs for Meals on Wheels****Executive Summary****Term of the Contract**

The initial contract term is for a period of two (2) years. The contract includes provision for three (3) x one (1) year extension options at the sole discretion of Council. The maximum potential contract term is five (5) years.

**Policy Considerations**

This procurement does not conflict with any Council policies

This report is supported by the Council Health and Wellbeing Plan and Positive Ageing Action Plan.

**Collaboration**

Section 109(2) of the Local Government Act 2020 requires that any report to Council that recommends entering into a procurement agreement must include information in relation to any opportunities for collaboration with other Councils or public bodies.

Under this contract there were no opportunities to collaborate with other Councils or public bodies as:

The timing of undertaking the procurement process was considered prohibitive and unlikely to be mutually beneficial given the different delivery mode for Meals on Wheels across Councils.

**Financial Implications**

Evaluation indicates a total potential contract value of approximately \$1,647,884.20 GST exclusive. This will be funded from within the approved operational budget.

**Legal/Statutory Implications**

The tender process complies with Council's Procurement Policy 2021-2025.

**Gender Impact Assessments**

No gender impact assessment was required.

**Environmental/Sustainability Impacts**

All preferred suppliers have indicated they will source local products where possible, which will reduce environmental impacts.

**Buy Local Impacts**

Local Procurement and Presence was weighted at 10% of the evaluation criteria. The preferred suppliers are based in a variety of Melbourne locations including Somerville, Dandenong South and Rosebud and support local produce wherever possible.

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**ATTACHMENTS**

Attachment A: CN11213 - Primary Foodstuffs for Meals on Wheels - Evaluation Report.pdf - **CONFIDENTIAL**

**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