

**Date:** Wednesday 19 August 2020  
**Time:** 7.00pm – 9.00pm  
**Venue:** Online via Zoom video conferencing  
**Chair:** Cr Jane Ashton  
**Zoom moderator:** Lisa Pittle  
**Minute taker:** Kate Shannon

## 1. Welcome

**Present:** Cr Jane Ashton, Kirsten Reedy, Lisa Pittle, Kate Shannon, Alan Thatcher, John Huf, Andrew Robinson, Narelle Campbell, David Turner, John Brennan, Elley Thomas, Liz Parsons, Carol Jadraque, Lauren Poulton, Zac Lombardo, Hjalmar Phillips, Areej Hashmi-Weyman, Sali Bache,

### **Apologies:**

**Absent:** Aidan Somers

## 2. Conflict of interest

Conflict of interest provisions are contained in section 80C of the *Local Government Act 1989*, the Councillor's Governance Code, the Employee Code of Conduct and the Volunteer Handbook.

Narelle Campbell declared a general conflict of interest as an employee of the Victorian Government's Department of Health and Human Services.

Carol Jadraque declared that she is working with the State Government on their Climate Change Strategy.

## 3. Confirmation of minutes

Confirmation of the minutes of the committee meeting on 6 May 2020.

Moved: John Brennan

Second: Narelle Campbell

## 4. Open Actions

Accepted

**Action:** Committee members to review the draft list of identified external GWMP stakeholders and provide any suggestions ahead of the next ESAC meeting.

**Action:** Waste/recycling subcommittee meeting to convene after 24 October

## 5. Climate

### a. Internal and external consultation progress

An update was provided by Kirsten Reedy on the upcoming community consultation process that is being planned, with the aim of findings being used to assist with the development of the draft Climate Action Plan.

The methodology will need to be Covid restrictions compliant.

Council will engage a specialist company to prepare the survey questions, facilitate a telephone and on-line survey, and provide an analysis of the results.

ESAC has had an opportunity to suggest the types of questions that should be asked, and will be invited to review and provide suggestions on the draft survey via Zoom and email ahead of caretaker period.

It is also intended that opportunities for some of the survey's questions to align with the State Government's attitudinal survey regarding climate change will be explored.

Councillor Ashton suggested that ESAC might like to look at the [Nillumbik annual community survey](#) as an example of the work of Metropolis, who specialise in developing and running surveys for local Councils.

Concurrently, internal conversations are taking place to enable opportunities for all areas of the business to be involved in developing and subsequently, implementing the Plan; and an Internal Reference Group has been established.

**b. Former Plenty landfill site, solar farm update**

Council is in the process of assessing tender submissions from companies to develop and operate a solar farm on the former Plenty landfill site. Hjalmar Philip provided an update.

Two compliant proposals from renewable energy developer groups are currently being assessed, with view to making a procurement recommendation for consideration by Council at the September Council meeting.

The landfill is in the process of the final stages of capping and it is anticipated to be completed in the second quarter of 2021. Once this process is completed there will be a 12 month defects period ahead of EPA sign-off, during which time, no works can be carried out at the site.

Scheduling suggests it will be mid 2022 before any building of the solar farm infrastructure can potentially begin on the site. This will allow time for planning, consultation and design to occur in the meantime.

One player came back with a battery proposal, but they are not in the shortlist.

Conversation points based on questions asked by committee members:

- Plenty landfill has been tested for gas extraction for electricity generation but does not produce enough for it to be utilised in any viable capacity.
- Lifecycle disposal of infrastructure will be the solar farm operator's responsibility, to be handled in accordance with best practice and regulatory standards at the time of any decommissioning.
- Solar panels and other componentry can already be broken down into their materials and recycled. There is a lot of work being done in this space to scale up, with end of life solar panel recycling scheduled to be a significant industry as existing systems get decommissioned.
- The maximum generation that Council will require to supply its electricity needs is about 30% of the site's anticipated capacity. The operator has ability to supply the balance of potential generation to other offtake partners, which is intended to include community.

**c. Update on renewable energy news from local and state governments.**

David Turner provided an update on renewable energy news from local and state governments, including solar gardens, University of Melbourne report and the use of blockchain for PPAs.

David noted that the State Government has deferred decisions on emission targets due to Covid upheavals, making it hard for local governments to develop their targets.

**Attachment 1: David Turner presentation**

**6. Nillumbik submission on agricultural land in the Green Wedge**

DELWP is in the process of undertaking a review of Green Wedge zones in relation to strategic agricultural land. Phase one consultation took place last year and Council's submission was circulated with the agenda.

DELWP has recently conducted Phase 2 targeted consultation with local government and intended to commence broad community consultation on the 12 August. Due to Covid their community consultation has been postponed.

When community consultation does recommence it will be via the DELWP website and committee members will be able to make submissions.

Strategic Planning officers have tabled the matter for discussion at the Councillor briefing next Tuesday 25 August.

**7. Reports on subcommittee activity since last meeting**

**Biodiversity projects update feedback on presentation**

A biodiversity projects update was provided (drawing on the update summary attached to the agenda); along with an overview of the ESAC biodiversity subcommittee meeting that was held on 6 July, during which officers presented on the key outcomes of the two major biodiversity and conservation grants that were completed at the end of June.

Committee members were thanked for their advice and information that helped to inform Council's submission into the Victorian Parliaments Environment and Planning Committee Inquiry into ecosystem decline in Victoria. The submission will be presented to Council for endorsement at the August OCM.

- Conversation questioning what Nillumbik biodiversity information is available. Council officers rely on information that is made available by the State government via Nature Atlas and Nature Kit. Biodiversity information that Council gathers on public land is uploaded into this system. DELWP is in the process of seeking to update this system and the information it contains, and is working to make it more accessible to the community.

**Action:** Kirsten to invite someone from DELWP to come and discuss this.

Ellie provided links to useful public sites:

- NVIM: [https://nvim.delwp.vic.gov.au/TermsAndConditions?comeFrom=%2fMap%3f\\_ga%3d2.29121916.1730673856.1597832366-651962807.1597832366](https://nvim.delwp.vic.gov.au/TermsAndConditions?comeFrom=%2fMap%3f_ga%3d2.29121916.1730673856.1597832366-651962807.1597832366)
- Nature kit: <http://maps.biodiversity.vic.gov.au/viewer/?viewer=NatureKit>
- VVB: [http://www.vvb.org.au/vvb\\_map.php](http://www.vvb.org.au/vvb_map.php)
- Vicplan: <https://mapshare.vic.gov.au/vicplan/>

**Issue of tree cover in Nillumbik**

Alan Thatcher discussed the issue of tree cover in Nillumbik, and referred ESAC to look at the Frankston Urban Forest Strategy.

Alan is seeking to establish a subgroup to discuss the urban forest initiative in Nillumbik, and is seeking a pathway to have such an initiative progressed by Council.

Officer advice was provided by Lisa Pittle that the development of such a plan would be classified a new initiative and would require Council endorsement to be undertaken. ESAC can make a recommendation to Council that such a new initiative be considered.

**Action:** Interested ESAC members to self nominate to form a subgroup to discuss this matter and next steps.

## **8. Municipal Fire Management Plan**

The Municipal Fire Management Plan is currently being updated. It guides the activities of all those responsible for the management of fire risk within Nillumbik. This review process is not led by Council. If committee members wish to be involved in the process that could contact their local CFA to find out what opportunities exist.

### **Other business**

**Working for Victoria** – An opportunity exists to have some staff employed by the Catchment Management Authority and Melbourne Water to undertake work in Nillumbik when Covid restrictions ease.

The CMA will recruit teams of people to work in agricultural areas and conservation areas, and are likely to be able to support an Eltham Queensland Fruit Fly pilot monitoring program and potentially woody-weed control.

### **Queensland Fruit Fly**

- The QFF segment recently filmed at Edendale by ABC's Gardening Australia will air on 25 September.
- A QFF report went up to Council at its July meeting with the recommendations of ESAC to improve QFF advocacy and action, and was endorsed.

### **Grant opportunities**

- Officers have submitted a grant application to launch iNaturalist in Nillumbik accompanied by some programs to encourage its use.

### **Environment and Sustainability projects update**

- Tabling of the projects summary document

## **9. Next meeting agenda discussion**

**Action:** Set a date for an ESAC climate discussion regarding community consultation before Caretaker period commences

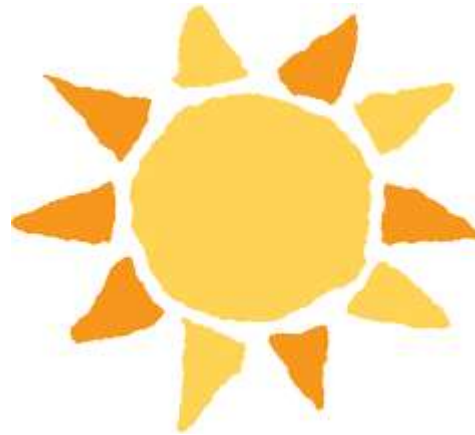
**Next meeting date: Wednesday 28 October 2020 (note change in date due to caretaker period)**

### **Zoom Chat during the meeting:**

- 19:54:26 From Narelle: Did the agricultural land review report draft bear any relation at all to the consultation that was done Lisa?
- 20:06:04 From Lisa Pittle - Nillumbik Council: I haven't seen the broader consultation. I can refer the question to Strategic Planning
- 20:30:28 From Narelle: Are we having an urban forest sub-group?
- 20:32:33 From Narelle: Working group to consider Urban forest in NON BMO areas in Nillumbik?
- 20:38:11 From Carol Jadraque I had a developer on my road clear 30m to a few metres of the Upper Diamond Creek because he knew he could get away with it under BMO and now his piece of land is worth lots more - it was devastating to watch....and infuriating given we are all trying to improve the creek frontage... maybe there is a theme also around perverse planning vs environment outcomes
- 20:41:18 From Narelle: BLACKBERRY Removal!!!!
- 20:48:08 From Narelle: Congrats Andrew and Liz - from memory you two were the drivers of this !!!

- 20:55:08 From elleythomas: aren't those hawthorns in k-ground listed as historical or something? I'm not sure who or where i heard that from?
- 20:56:02 From Narelle: Nicholson's lane, top of Henley, down the cemetery road, a couple on Dawson's Road, a couple down Wattle Glen Road and a couple near KG Pony club Watery Gully Road. Eltham Yarra Glen Rd and Eltham St Andrews Rd - not where the historic hedge rows are - but down hill from there
- 20:56:10 From Lisa Pittle - Nillumbik Council : The main hawthorn hedge near the fire brigade is heritage listed
- 20:56:18 From John Huf: Yes I think they have a heritage classification
- 20:59:02 From lleythomas: during these covid times I have found online webinars really helpful and interesting in areas of consulting and the environment- i have noticed nillumbik has offered a few of these and i think they are really great for community engagement and education- possibly pushing advertisement on social media or something a little more? and devleoping more in the future :)

# Energy and Climate Change update



## State Government



The Victorian Government has delayed the critical decision on how deeply it will cut climate emissions over the next decade because of the economic upheaval created by the coronavirus pandemic. No timeframe for its release has been set.

<https://www.smh.com.au/environment/climate-change/victorian-emissions-reduction-target-delayed-again-by-virus-crisis-20200730-p55gx0.html>

Local Government



Solar Gardens are becoming increasingly popular and being facilitated by local Government.

LEETON shire residents will be among those able to benefit from Australia's first solar garden. Grong Grong farmer Gemma Meier has set aside about four hectares of land on her mixed farming property to host the solar array. Leasing her paddock for this community-owned project, called Haystacks Solar Garden, will provide a valuable income stream for her family while helping the community cut their electricity bills, and helping scale up climate solutions like renewable energy.

<https://haystacks.solargarden.org.au/category/article/>



## Policy



Research by University of Melbourne focused on climate emergency action plans released before 2020, and found three levels of local government climate emergency response: *business as usual*, *incremental* and *transformational*.

*Business as usual* - the climate emergency response seeks to recognise issues associated with climate change, but to limit any additional actions and changes at an organisational level.

*Incremental* - acknowledge climate change and the necessity for planning and implementing action, but this response aims to fit any new action into existing systems and processes.

*Transformational* - Prepared to examine the systems and processes across the entire organisation and beyond, to include stakeholders, supply chain, ratepayers, residents and businesses.

<https://pursuit.unimelb.edu.au/articles/the-local-governments-declaring-a-climate-emergency>  
<https://www.sciencedirect.com/science/article/abs/pii/S2212095520300171>

## Technology



Power Purchase Agreements (PPAs) have historically been the domain of large energy users with a forecastable spend of millions annually on energy.

Recent developments in technology have changed this. The use of blockchain technology to fractionise PPAs, alongside the development of standardised contract architecture, has had the effect of making PPAs a fungible commodity. This means that organisations spending far less on power – as little as \$100,000 a year, are able to participate in the market for PPAs.

[https://www.governmentnews.com.au/type\\_contributors/tech-opens-door-to-renewable-energy-future-for-local-government/](https://www.governmentnews.com.au/type_contributors/tech-opens-door-to-renewable-energy-future-for-local-government/)

# Arts & Cultural Advisory Committee

## Minutes

<b>Date</b>	Monday 31 August 2020
<b>Time</b>	7pm to 9pm
<b>Venue</b>	Via Zoom. <a href="https://zoom.us/j/93308990147">https://zoom.us/j/93308990147</a>
<b>Chair</b>	Mayor Cr Karen Egan, Chair Arts and Cultural Advisory Committee
<b>Minute taker</b>	Sarah Hammond, Community Arts & Cultural Engagement Officer

Agenda item	Action	Officer/Committee Member
<b>1. Welcome and Introductions</b>  <b>Present:</b> Mayor Cr Karen Egan, Cr Jane Ashton, Leanne Ipsen, Brian Gilkes, Pat Reynolds, Emma Roussel, Tessa Christie, Ona Henderson, Syd Tunn, Rebecca Davies, Lloyd Godman, Alli Spoor, Gillian Essex  <b>Officers:</b> Corrienne Nichols (Executive Manager Community Services), Melanie Holt (Manager Community Partnerships), Simon Doyle (Coordinator Arts & Cultural Development), Danielle Phyland (Coordinator Economic Development and Tourism), Sarah Hammond (Community Arts & Cultural Engagement Officer), Richard Holt (Arts Development Officer), Ali Griffin (Exhibitions Support Officer)  <b>Apologies:</b> Corrienne Nichols, Tom McEvoy, Dennis Coard.		
<b>2. Conflict of interest and Assembly of Councillor form</b>  No conflict of interests reported. Assembly of Councillor Form lodged.	To lodge form with Governance.	Sarah Hammond
<b>3. Minutes from previous meetings</b>  The minutes of the meeting held on 15 June 2020 are confirmed as a true and accurate record of the meeting.	<b>Moved:</b> Ona Henderson <b>Seconded:</b> Gillian Essex	

<p><b>4. Matters Arising</b></p> <p><b>4.1 Regional Gallery Business Case and Masterplan Update.</b></p> <p>Simon Doyle advised that the feasibility study was completed and accepted by Council in October. Council is still awaiting State Government advice.</p> <p><b>4.2 Edendale Homestead Update.</b></p> <p>Simon Doyle advised that Edendale is currently undertaking wide community consultation via Participate Nillumbik. Conversations are ongoing in relation to arts/cultural use of this facility. Leanne Ipsen enquired if Nillumbik U3A would be able to access Edendale's facilities and queried the fees.</p> <p>Concern amongst community groups relating to council venue fees was discussed. Committee members advised that community perception is that venues such as the Eltham Community &amp; Reception Centre are not affordable for community groups and that Eltham in particular does not have a community hub/centre that is accessible for community in terms of fees. It was agreed to discuss this issue at a separate meeting between Arts &amp; Cultural Development, Nillumbik U3A and Edendale.</p> <p>It was noted that Nillumbik U3A need a larger facility to operate from as they have outgrown their current home, and that the arts groups need exhibition spaces. Community Partnerships Manager and Leisure &amp; Recreation Officers are working with Nillumbik U3A in relation to their tenure at Eltham Central. Cr Jane Ashton advised that council would be going online for venue bookings in the future. The committee agreed that equity across facilities is a very important issue.</p> <p><b>4.3 COVID-19 Artist Opportunities Update.</b></p> <p>163 artists were commissioned through the COVID-19 artist opportunities across 3 streams. This represents a significant investment into the arts and culture sector by Council at a critical juncture for the industry.</p> <p>Mayor Cr. Karen Egan commended the Arts &amp; Cultural Development team on the exceptional delivery of the artist opportunities and the 'In the Time of COVID-19' program.</p> <p>Richard Holt provided an update on the Written in the Time of COVID-19 (WITOC) project and advised that installation of the stenciled artworks have been completed. In all 140 stenciled artworks were installed across 7 sites utilizing 20 different WITOC texts. Great anecdotal feedback is being received and people are letting Council know how much they are enjoying the project. Other organisations have contacted Council asking how they could deliver similar projects. Evaluations are underway through the Cultural Development Network for both artists and audiences. Data collected to date shows that the project has been beneficial from a creative and economic point of view for artists.</p> <p>Arts &amp; Cultural Development are also producing an anthology of the best writing. WITOC is supporting a total of 53 writers and 2 visual artists. The anthology will be available within next couple of weeks and will be used in some positive ageing activities organised by Council.</p>	<p>To remove item from future agendas for now.</p> <p>To organise a separate meeting to discuss.</p> <p>To provide a copy of the WITOC anthology (E Book) to Committee</p>	<p>Sarah Hammond</p> <p>Simon Doyle</p> <p>Richard Holt</p>
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<p><b>4.4 Performing Arts Plan (incorporating Busking Fees)</b></p> <p>The Performing Arts Plan is in development with a strategy to piggyback off some other consultations that are happening. The plan will now be more of a Performing Arts Recovery Plan due to COVID-19. The Arts Development Officer is responsible for the plan and has been engaging with the performing arts community in Nillumbik. The September edition of the Arts E News has a formal call-out for people to join the conversations in order to widen the engagement and try to ensure we include people across the board. Committee members are invited to forward this opportunity to their networks and to subscribe to the Arts E News if they have not yet done so.</p> <p><b>4.5 Eltham Library Community Gallery (ELCG) Redesign Update</b></p> <p>The brief for the ELCG redesign is scheduled for the Councillor Briefing on Tuesday, 1 September. If accepted, a wider community consultation process to confirm what community wants from that space will occur in 2021.</p> <p><b>4.6 Eltham Library Community Gallery (ELCG) Program Update</b></p> <p>Simon Doyle introduced Ali Griffin, Exhibition Support Officer to the Committee. Ali updated the Committee on the ELCG Program. Written report attached.</p> <p>Pat Reynolds discussed Wadambuk Gallery at St Andrews Community Centre and the possibility of it being included in Council's exhibitions programs. Simon Doyle expressed his commitment to grow the ELCG program and advised that Wadambuk Gallery could certainly be an option for this. To discuss further outside of this committee and report back as necessary.</p> <p>Leanne Ipsen enquired how the ELCG videos are produced. Nillumbik U3A has received a grant to do filmed demonstrations and interviews but has not been able to do this yet as they require a film crew. Ali Griffin to schedule a discussion to explore this further with U3A.</p> <p><b>4.7 Digital Nillumbik Heritage Guide Update</b></p> <p>Sarah Hammond advised that this project is due for completion by the end of September. The digital version includes many more images and stories which bring some of Nillumbik's historical figures and sites to life. Most importantly, the digital guide will contain a Wurundjeri section created with and sanctioned by the elders and Research Unit of Wurundjeri Corporation. Unfortunately, the plan to have a translation of the English version of this section in Woi Wurrung is not feasible due to budget constraints but may be possible if external funding is secured in the future. Committee members requested a copy of the final draft for review. Sarah will organise this.</p> <p><b>4.8 Arts &amp; Cultural Development Annual Grants 2020-21</b></p> <p>The selected Arts &amp; Cultural Development Annual Grants 2020-21 will be presented to the Councillor Briefing tomorrow, Tuesday, 1 Sept. Sarah advised that 13 applications were received this year, all of a high quality and worthy of funding. The grants budget this year is \$20,000 and 7 projects were selected for funding. Sarah will report on the successful grant projects next meeting. Thanks were extended to members of the ACAC who sat on selection panel.</p>	<p>To forward this opportunity to networks and subscribe to Arts &amp; Cultural Development E Bulletin.</p> <p>To schedule a meeting to discuss Wadambuk Gallery and ELCG Program.</p> <p>To schedule a discussion to explore this issue with U3A.</p> <p>To provide an opportunity for Committee to review final draft of Digital Nillumbik Heritage Guide.</p> <p>To add this item to the agenda for next meeting.</p>	<p>Committee Members</p> <p>Simon Doyle and Ali Griffin.</p> <p>Ali Griffin, Leanne Ipsen</p> <p>Sarah Hammond</p> <p>Sarah Hammond</p>
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<p><b>5. Introduction to Council's Economic Development and Tourism Unit</b></p> <p>Danielle Phyland, Economic Development and Tourism Coordinator presented an overview of her unit. Pdf copy attached.</p> <p>Danielle asked the committee what business skills creative industries would like to have available. Committee members were asked to let Danielle know directly. Danielle will provide a list of the programs that have been run already, are on offer now or are scheduled for the future. Danielle invited all committee members to contact her with questions or ideas. She is very keen to engage with Nillumbik's creative industries.</p> <p>Danielle also discussed the statewide <i>Click for Vic</i> campaign being run by Visit Victoria. Businesses can register to sell their product online. <i>Click for Vic</i> has been designed to encourage locals to support locals. Nillumbik has its own local version of the campaign called <i>Shop Local Nillumbik</i>. Danielle also outlined the <i>Shop Local Nillumbik Delivery Service</i>, a free delivery service for local business and local residents during the Stage 4 COVID-19 restrictions. This service is being implemented to assist local businesses, especially those forced to close their doors under the new restrictions and is for non-perishable items only (no food items). The service offers local deliveries 3 times per week across the municipality, from 3 collection points, Hurstbridge, Diamond Creek and Eltham.</p>	<p>To provide Committee with a copy of presentation</p> <p>To provide Committee with links to local campaigns and list of current workshops and programs.</p> <p>To submit business skills ideas to Danielle.</p>	<p>Danielle Phyland, Sarah Hammond.</p> <p>Danielle Phyland, Sarah Hammond.</p> <p>Committee</p>
<p><b>6. Acquisitions</b></p> <p><b>Purchase for Visual Art Collection</b></p> <p>A presentation was delivered by Simon Doyle to accompany the acquisition forms. It was noted that the acquisition prices <u>include</u> the \$5000 commission fee already paid to the artists from the Art in the Time of COVID-19 (AITOC) program.</p> <p>The committee agreed that in lieu of the signatures normally collected at physical meetings, the committee meeting minutes will formally document the decisions of the committee. Decisions were formally moved and seconded and the approved meeting minutes will be used as evidence of acquisition approval. A copy of the meeting minutes will be attached to each acquisition report form. The committee discussed each acquisition report and made the following decisions:</p> <p><b>Addendum Note:</b> Governance has advised that 8 signatures are required on each Acquisition Recommendation Report in order to process acquisitions into the collections.</p> <p><b>6.1 Anna McDermott - Succumbing to the adjacency of being, 2020</b> The committee requested a deferral of this acquisition decision until the video can be viewed. Unanimous vote.</p> <p><b>6.2 Dongwang Fan - Pandemic Bodies</b> Acquisition approved.</p> <p><b>Moved:</b> Leanne Ipsen. Seconded: Ona Henderson.</p> <p><b>6.3 Luigi Vescio - Score for Multi-Species Partnerships 2020 Visual artwork</b> Acquisition approved.</p> <p><b>Moved:</b> Ona Henderson. Seconded: Rebecca Davies</p>	<p>To acquire signatures via the official forms and organise purchase of all artworks approved for acquisition.</p>	<p>Sarah Hammond, Simon Doyle.</p>



<p><b>8. Other Business</b></p> <p>Members were invited to raise any other items for discussion or for future agenda scheduling.</p> <p><b>8.1 Mick Woiwod.</b> Local Author and historian Mick Woiwod passed away on the 26th August. He produced over 24 publications with a focus on the Yarra Valley and Indigenous History. Mick was an active community member and well known to Council. He was involved with several local history groups including The Nillumbik Reconciliation Group (began the group), The Andrew Ross Museum, Friends of Kangaroo Ground Memorial Park and Eltham District Historical Society. Committee emailed a link to a tribute page for Mick along with details of his funeral scheduled for Thursday, 3 September.</p> <p><b>8.2 Curator &amp; Collections Manager</b> Simon Doyle advised that the Curator and Collections Management Officer position is vacant; Council will seek to advertise in the coming weeks.</p> <p><b>8.3</b> Lloyd Godman reported that Baldessin Press was successful in acquiring a small business grant from Council to improve their internet reception and extended his thanks.</p> <p><b>8.4</b> Thanks were extended to both officers and Councillors for the work undertaken in the last 4 years.</p>	<p>To circulate details of Mick's funeral and tribute page.</p>	<p>Sarah Hammond</p>
<p><b>9. 2020 Meeting Dates for Diary</b></p> <p>Monday, 7 December 2020. 7 – 9pm</p>		
<p><b>10. Close – 9.20pm</b></p>		



## **MEETING MINUTES**

### **Health and Wellbeing Advisory Committee**

Wednesday 9<sup>th</sup> September 2020

2:00pm – 3:30pm

Zoom

Attendees: Cr Grant Brooker, Melanie Holt, Vicki Martinez, Keera Weise, Sarah Lausberg, Rosie Haszler, Tina Robinson, Petra Begnell, Beth Dunlop, Sarah Quirk, Jacinta Geary, Lisa Dempster, Karly O'Donaghue and Pamela Johnson.

Apologies: Beth Dunlop and Pamela Johnson.

<b>Agenda item</b>	<b>Minutes</b>	<b>Actions</b>
<b>Welcome &amp; Acknowledge ment of Country</b>	Cr Brooker welcomed attendees and new members invited to introduce themselves.	
<b>Actions from previous minutes</b>	No outstanding actions from previous meeting	
<b>Health and Wellbeing Plan Roadmap: Keera Weise</b>	<ul style="list-style-type: none"><li>• Update provided on MPHWP planning roadmap outlining timeframes and next steps for evaluating and reviewing existing plan whilst commencing new planning cycle.</li><li>• Presented community profile framework that provides the overarching matrix for the profile.</li><li>• Consultation has highlighted the need for township level data. The new profile will provide township 'personalities', allowing for greater understanding of assets and needs at a very local level.</li><li>• The profile will be ready for distribution from November 2020.</li><li>• Contributions from the mapping exercise will be included in annual DHHS report.</li></ul>	<b>Action: Present Community Profile at next meeting</b>



Agenda item	Minutes	Actions
<b>COVID-19 check-in:</b>	<p><b>Karly:</b> Personal experience, remote learning is increasingly challenging. Professionally as a teacher at Monash University the mental health and wellbeing of students is paramount. Large focus on R U OK? Day tomorrow.</p> <p><b>Gambler's Help:</b></p> <p>Phone counselling service continuing to have a positive response with less reports of no shows. Positiveness on pokies remaining shut. Recent reports highlight challenges with superannuation early access scheme. The report showed high expenditure on gaming.</p> <p><b>healthAbility:</b></p> <p>Sarah is new to the Advisory Committee and is taking over Julia's role while she is on maternity leave. Services operating under a COVID-safe plan. Emphasis is on telehealth where possible.</p> <p><b>Aligned Leisure:</b></p> <p>Facilities remain closed. Online engagement with a number of groups. Challenges around people re-accessing services due to a decline in confidence and safety.</p> <p><b>North East Healthy Communities:</b></p> <p>Digital inclusion: delivery of factsheets.</p> <p>Trends across workforce, staff burnout.</p> <p><b>Relationships Victoria:</b></p> <p>Appointments consistent.</p> <p>Trends: people are accessing services they haven't before. Learning how to do that for the first time.</p> <p><b>Digital Inclusion:</b></p> <p>Continuing increase in digital divide.</p> <p>Seen to be further inequitable access for those who use prepaid who may only have small amounts of money to top up credit. I.e. \$10 is 1GB of data.</p> <p>NEHC digital inclusion guides will be released in coming month.</p> <p><b>YPRL:</b></p> <p>Digital divide very noticeable. Thinking ahead to 'new normal' with wi-fi hotspots located outside of the library to ensure accessible. Following on from NEHC comments a key aspect is the wellbeing of staff. Jane</p>	

Agenda item	Minutes	Actions
	<p>discussed ways they factor in the 'human' into work agenda.</p> <p><b>WHIN:</b></p> <p>Family violence rates continue to climb. Continue decrease in calls, but increase in chat functions indicating many women reaching out are unable to speak over the phone.</p> <p>Sexual and reproductive health has also seen increase challenges due to COVID-19 including access to abortion services.</p> <p>Staff and management from across the sector report IHP roles diverted to COVID-19 role.</p>	
<p><b>Priority area: Gender Equity WHIN to present.</b></p>	<p><b>Rebecca Tipper:</b></p> <p>Rebecca presented on Gender Equity and Prevention of Violence Against Women (PVAW) work taking place in the north metro region.</p> <p>Tabled:</p> <ul style="list-style-type: none"> <li>- Power point presentation</li> <li>- Applying a gender lens to COVID-19 recovery</li> <li>- Nillumbik PVAW data factsheet</li> </ul> <p>The achievements report can be found:</p> <p><a href="https://www.whin.org.au/resources/preventing-violence-against-women-resources/">https://www.whin.org.au/resources/preventing-violence-against-women-resources/</a></p> <p>The economic security fact sheet:</p> <p><a href="https://www.whin.org.au/resources/economic-equality-resources/">https://www.whin.org.au/resources/economic-equality-resources/</a>.</p>	
<p><b>Other business</b></p>	<p><b>National Prevention Strategy:</b></p> <p>Consultation about the draft National Prevention Strategy is open. Keera will be coordinating a Nillumbik response.</p> <p><a href="https://www1.health.gov.au/internet/main/publishing.nsf/Content/national-preventive-health-strategy">https://www1.health.gov.au/internet/main/publishing.nsf/Content/national-preventive-health-strategy</a></p>	<p><b>All Members:</b> Review draft and provide comments to Keera by 23 September</p> <p><b>KW:</b> Coordinate feedback for submission.</p>
<p><b>Closing remarks</b></p>	<p><b>Thank you to Cr Brooker:</b></p> <p>Entering Council elections Melanie Holt thanked Cr Brooker on the behalf of the committee.</p>	<p><b>Melanie Holt</b></p>

Next meeting: To be scheduled after caretaker period.

# Economic Development Advisory Committee Minutes

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<b>Date:</b>	Thursday 17 December
<b>Time:</b>	4.30pm – 5.30pm
<b>Venue:</b>	<b>Online via Zoom</b>
<b>Chair:</b>	Danielle Phyland (Economic Development and Tourism Lead)
<b>Minute taker:</b>	Georgie Nathan (Economic Development and Tourism Support Officer)

## Order of Business

### 1. Attendance and apologies

Apologies: Carl Cowie, Rosa Zouzoulas

Attendees: George Apted, Joseph Lirosi, Zac Lombardo, Jethro Still, Peter McWilliam, Philip Marendaz, Kirrily Romero, Cr Richard Stockman, Cr Geoff Paine, Jethro Still, Cr.Natalie Duffy, Cr.Frances Eyre

## Welcome

### 2. Conflict of Interest

*Conflict of interest provisions are contained in section 80C of the Local Government Act 1989, the Councillor's Governance Code, the Employee Code of Conduct and the Volunteer Handbook.*

No conflict of interest declared.

### Assembly of Councillor(s)

An Assembly of Councillor form must be completed at the meeting in accordance with section 80A of the *Local Government Act 1989*.

**Action:** Assembly of Councillor(s) form to be completed and provided to Council's governance department.

### **3. Introduction to new Councillors**

- Cr Paine
- Cr Stockman
- Cr Duffy
- Cr Eyre

### **4. Economic Development update on COVID support activities**

Danielle presented the support Council has provided to business during this period.  
(See attached)

Questions/Comments – Kिरily Romero

- Any increase in database numbers or approach to identify those businesses we are unaware of? Do we have any indication of how to identify businesses who have closed and what that may need in regards to gaps and services in the community?

Danielle Phyland

– Updated on CRMS – as well as how businesses engage with Council and unaware of what Council support is available. Going forward we will identify closure and gaps and align with investment attraction opportunities.

Questions/Comments - Jethro Still

- Very positive about what was delivered and over reliance on the Economic Development team.
- Welcome to new Councillors – congratulate you for service to the community
- Mobile trading permit clarification sought on local businesses.
- In terms of spend data – any additional information?
- On identifying efficiencies during COVID– will we keep any of the initiatives in regard to the pre-Covid regulatory red tape? If efficiencies can be kept, positive outcome from crisis.

Danielle Phyland

- Nillumbik based local businesses only, cannot operate within 500m from existing 'like' business. Exclusion zones.
- More data in the New Year. Will also focus on how to we can continue to encourage residents to shop local.
- Better Approvals Process overview which has assisted regulatory teams to streamline process. Economic Development team will continue to influence, but cannot grant any permits etc. Continue to share knowledge and feedback to

further encourage other regulatory units to understand the challenges for businesses.

Questions/Comments – Kirrily Romero

- Grant money – how easy is it to tap into other approaches in regard to Grants. Kirill's feedback from 300 businesses in 2020 – some come from different shires which have different approaches to Grants.
- Gave example of Hobsons Bay Council have done really good and interesting initiatives – networking – weekly basis etc.
- How can Council leverage the goodwill built to get businesses to engage with Council.

Danielle Phyland

- Northlink – Officer level network with other Northern Councils in which to share feedback and learnings from Covid.
- Nillumbik Budget compared to other Councils are significantly less and ability to tap into grants is limited due to our high SIEFA rating.
- Overview of the Banyule, Nillumbik, Whittlesea networking series and how that has provided efficiencies in regard to resources and costs associated by working together.
- Many of the businesses we contacted offering support (eg social media etc.) didn't take up the opportunities.
- Majority of feedback garnered from direct calls was positive.

Question/Comment – Peter McWilliam

- Covid virus put us in new realm with new challenges (health services) tele-medicine and took Covid to change Doctors face to face to tele-health. Time to embrace efficiencies we can utilise and not slip back.
- Mental illness will continue to be a challenge post Covid.
- Can Council better leverage with other Councils to lobby ideas or feedback to State or Federal government to gain more traction?

Danielle Phyland

- We have been leveraging off NorthLink – they are developing a Northern tourism program, as well as the intern program for business from La Trobe Uni. There are a range of projects in train as well as some major projects coming out which will continue to work with.

**5. Round table discussion on current state of business - Opportunity for each member to share insight, feedback and initiatives around the COVID-19 crisis.**

Cr Duffy

- Business feedback in regard to special rate levy– not worth fighting, just pay for it, drop-ins are commended and high value proposition which she supports.

Cr Eyre

- Whittlesea - \$500,000 grant funding very different to Nillumbik, 148 applications received from businesses who were in need of assistance and support. Interested to know how Nillumbik businesses are going. Interested to hear about the food vans – how many applicants have we had?

Danielle Phyland

- 6 applicants thus far. Nillumbik has never had a mobile trading permit process, so introducing another opportunity to trade and fair to all businesses – with a focus on eliminating rogue operators, people operating illegally whilst adhering to compliance and safety.

Cr Duffy

- Excited about mobile trading – one of the local businesses set up coffee cart – great to see – coffee van usually parked near Civic Drive – Provided a new social scene, however business vendor was frustrated with Council telling him he could not trade and there was not opportunity to trade in Nillumbik. Would like to know where common sense played a role in that and that Council should be encouraging other opportunities for businesses to earn a living in the Shire.

Danielle Phyland

- Gave an update on Streatrader – moving to state government to issue any health permits which will further streamline this process for businesses.

Philip Marendaz

- This is the 4<sup>th</sup> Council in which he has met through EDAC. Runs an accounting business advisory practice from Diamond Creek and operates nationally. Big challenge to operate purely in Nillumbik. He stated that Nillumbik is a good place to live and sleep but not to work/do business. Council needs to continue to build on the desire to work in Nillumbik. Initiatives that have taken place with regard to business from Economic Development have been positive and certainly a vast change from 5 years ago. He believes Diamond Creek to be the future hub of Nillumbik.



Danielle Phyland

- Economic Development are working with Local learning networks with Youth being one of the largest groups of job loss during this period. Exciting opportunities being developed.

George Apted

- Our experience hasn't been too bad, farm production. They have put on staff and encouraged by local sales. Local shops began buying from their farm gate. Wine sales increased, produce supplied to local restaurants increased. 90% of sales traditionally has gone via wholesale market – now selling more through local market.

Peter McWilliam

- Suggest George take EDAC on a tour of the Orchard – a great business in a beautiful place. Would never contemplate running a business out of Nillumbik. Impressed with what Council (Economic Development) have done lately.

Jethro Still

- A business who had a big order of wine for export was halted due to Covid and now has pallets available. Suggestion to reach out to sporting clubs to offer product.
- Most small businesses have been kept afloat by job keeper. Tourism hit very hard, anecdote about Tasmanian tourism with 77% all tourists to Tasmania being from the Mainland and 99% of that group are from Victoria. Sentiment and long-term bookings are not taking place with many not prepared to book beyond February.
- Anybody on the call who has connections with businesses should be aware of a current case in the NSW Supreme Court in regard to insurance relating to business interruption which was voted down against Insurance agency. If test case holds, there will be a lot of business interruption and claims will be actioned from Vic businesses. Businesses should speak to their broker and don't give up. Jethro will send update to everybody.

Zac Lombardo

- This is the opportunity to rethink all assumptions across the board. Acknowledged the work of Danielle and team over year and has been inspired by the momentum all the way through. We should not lose focus and flex be bold and make lasting changes to business in Nillumbik.

Kirrily Romero

- Themes we need to pick up – digital economy, new habits forcing efficiencies, we need to come back to theme of this Shire which the green economy and keep true to that moving forward is using our economy to preserve what we have. All businesses now looking for diversification in their income, streams and business models, also looking to online and broader approach to how they can pivot. Businesses who relied on conferences, events etc. have disappeared.

### **Other business**

Terms of reference due for renewal – Part of economic development strategy to include 2 new roles in EDAC – 1 Youth representative and 1 Agriculture representative. Draft terms of reference will be provided to the committee for feedback.

Thank-you from Danielle Phyland

**Meeting closed: 5:47pm**

**Next meeting February TBC**

### **Current EDAC Members:**

1. Philip Marendaz, representing Diamond Creek Traders Association
2. Michael Williams, representing Eltham Chamber of Commerce and Industry
3. Terry Hutton, representing Hurstbridge Traders Association
4. Chanmali Tregambe, representing Nillumbik Tourism and Business Inc.
5. Joseph Lirosi, representing Nillumbik Tourism and Business Inc.
6. George Apted
7. Kirrily Romero
8. Simon Le Plastrier
9. Zac Lombardo
10. Jethro Still
11. Venu Metla
12. Peter McWilliam

# COVID 19

## Business Support for Nillumbik

Respond

Recover

Thrive

# Respond. Recover. Thrive

The approach from the Economic Development and Tourism unit follows the industry models of a three staged approach:

- **Respond** – immediate response activities that can support businesses
- **Recover** – intermediate responses that will assist businesses through the recovery stage of the crisis
- **Thrive** – forward planning and innovation that will continue to support business into the future post crisis.

**Disasters illuminate for us the importance of strong strategies to triage, respond and lead the recovery hand in glove with business so we can thrive and create positive outcomes for the local economy and community.**

# Stage 1 - Respond

The response for Nillumbik business was immediate and underpinned the State support. Liaison direct with businesses and local industry bodies including Traders Associations was ongoing.

## **Key requests from business:**

- Funding/cash
- Information regarding restrictions
- Marketing and promotion

LOCAL BUSINESS TARGETED ACTION			
Focus area	Initiative	Target community	Description
<b>Buy local campaign transitioning to open for business</b> <b>@VisitNillumbik social media takeover</b>	Proactive online campaign in response to the COVID-19 crisis to support and promote local businesses	All businesses	<p>The campaign is a takeover of the @visitnillumbik Facebook and Instagram channels and promotes Nillumbik local businesses who are still operating during this challenging time. An overwhelming response from local businesses wanting to get involved has been received. The fundamental message of the campaign was to 'Stay home and buy local' which is now transitioning to open for business.</p> <p>Businesses can get involved by emailing <a href="mailto:business@nillumbik.vic.gov.au">business@nillumbik.vic.gov.au</a>. Please encourage any businesses you know who are operating at this time to get in touch. Participation is free and encourages community support of local business.</p>
<b>One on one dedicated support</b>	Dedicated Business Support – Council proactive contact	All businesses	A dedicated and personalised phone call to all businesses to check in and identify support they require. Conducted to provide advice and assistance for business continuity, identification of information, from all levels of Government and private, to support their specific needs response for all queries and support.
<b>Business newsletter</b>	Enews distributed to the business database	All business on the business database	The newsletter to businesses featuring information from local, state and federal government initiatives, business education opportunities, marketing opportunities, tourism business support and other available support directly related to business
<b>Australian Small Business Service Subsidy</b>	Subsidy for Nillumbik businesses 50% of the cost of signing up as an ASBAS Digital Solutions Member for these workshops. The entire workshop series now only costs \$25.	All businesses	Australian Small Business Advisory Services (ASBAS) Digital Solution provides small business with low cost, high quality advice on a range of digital solutions to help them meet their business needs and grow their digital capabilities. <b>Use promo code NILLUMBIK2020</b> to take advantage of the subsidy.

<b>Digital Business Mentoring</b>	Access to 2 hours of one-on-one mentoring to help digital businesses	All businesses	<p>Digital Solutions Mentoring is a program for Small Businesses in Victoria and Nillumbik Shire Council <b>fully subsidised</b> for small businesses in Nillumbik.</p> <p>Eligibility Criteria:</p> <ul style="list-style-type: none"> <li>• Active Victorian ABN</li> <li>• 19 or less employees</li> <li>• For profit business</li> </ul> <p><i>Promotional code NILLUMBIK20 to secure a fully subsidised session.</i></p>
<b>Small Business Mentoring Service</b>	Free professional business mentoring for business	All businesses	<p>The Nillumbik Shire Council in conjunction with Small Business Mentoring Service (SBMS) is offering business mentoring sessions to support businesses which are situated within the Shire of Nillumbik.</p> <p>Small Business Clinics provide general business advice and can assist you in the initial steps you need to take to overcome an issue or information gap.</p>
<b>Business Education Program</b>	Regular online programs	All businesses	<p>Series of on-line seminars and programs for businesses to enrol in to connect and learn from industry experts</p> <ul style="list-style-type: none"> <li>• Moving to remote working</li> <li>• Reimagining business services/innovation</li> <li>• Resilience and positive mental health</li> <li>• Employee issues</li> <li>• How to access Centrelink and other support mechanisms</li> </ul>
<b>Fees, Charges and Local Laws Waivers</b>	Adapting local laws and parking requirements	Retail Centres	Reduced enforcement of local law and parking requirements to allow elderly and disabled to continue to park in appropriate locations, loading and no standing areas enforced to all businesses to restock and trade as required during the crisis.
<b>Fees, Charges and Local Laws Waivers</b>	Footpath Trading permits	Cafes and Restaurants	Waiver of Goods on Footpath Fees (chairs and tables, a-frames) in 20/21. Still need to apply and prove \$10mill PL but there will be no charge for these permits.

<b>One on one support</b>	Support through permit process	New and existing businesses	Provide a streamlined advice process which will assist remove red-tape for businesses, identify application requirements and information and connect businesses through a dedicated service to all departments within Council to allow them one point of contact through all necessary approvals.
<b>Tailored trading hours during Covid-19</b>	Supporting local businesses by reducing permit restrictions on interim basis	Existing businesses	Reviewing planning permit trading hours as requested by businesses modifying their offer to enable flexibility during State of Emergency.
<b>Rebuilding Better Business in Nillumbik Taskforce</b>	This team of highly skilled experts will support businesses to rebuild bigger and better in the new business environment	All businesses	The Working for Victoria funding bid was unsuccessful.
<b>Business in Nillumbik Facebook Group</b>	To provide a channel that was available to business 24/7 to access relevant information. To generate business to business interactions.	All businesses	We have just launched the Business in Nillumbik Facebook Group. The aim of this group is to support local businesses by sharing information and opportunities in an active forum. We also encourage business to business interaction. <a href="https://www.facebook.com/groups/businessnillumbik/">https://www.facebook.com/groups/businessnillumbik/</a>
<b>Nillumbik Business Survey</b>	To understand the business impacts of stage 3 restrictions.	All businesses	As a check in with local businesses following the direct calls that were made at the outset of COVID-19 we have distributed the business survey to get an update on how businesses are faring currently. Responses to this survey will assist to tailor the business support program for the next 6 months <a href="https://www.surveymonkey.com/r/KCZQTQ8">https://www.surveymonkey.com/r/KCZQTQ8</a> . This survey was put on hold at the beginning of Stage 4.
<b>Free delivery service for Nillumbik retailers</b>	Shop Local Nillumbik Free Delivery Service	All businesses who have a non-perishable product to deliver primarily retailers	Shop Local Nillumbik – is a FREE delivery service for local business and local residents, initiated by Nillumbik Shire Council during the Stage 4 COVID-19 restrictions. This service is being implemented to assist local businesses especially those forced to close their doors under the new restrictions. This service is for non-perishable items only (no food items) and will offer local deliveries 3 times per week across the municipality, from 3 collection points, Hurstbridge, Diamond Creek and Eltham. The service is available to all business in Nillumbik free of charge and the service only applies to deliveries for residents in Nillumbik. Please note; this is a pilot program and will run until 7 September unless otherwise notified. The service has now been extended to 11 September and a review is underway to work with the ongoing restrictions announced on 6 September. Changes and adaptations may occur as we work through the logistics of providing this service. Any changes will be communicated immediately.



<b>COVID-19 Quick Response Local Business Grants</b>	<p>Nillumbik Shire Council recognises that the COVID-19 pandemic has affected local businesses in many ways. In response, we want to provide assistance for businesses to adapt and continue to operate during these challenging times.</p>	<p>All local businesses</p>	<p>Council is offering one-off funding opportunities of <b>up to \$2500</b> for businesses in Nillumbik to pivot and adapt their business to continue operation during this time. COVID-19 Quick Response Grants for Local Business provide support under the Stage 3 restrictions to adjust business operations and contribute to the health of the local economy and provide services and provisions to the community.</p> <p>Grants are now closed due to an overwhelming response.</p> <p>30 businesses were supported through the grants program across the municipality.</p>
<b>@visitnillumbik Stay Home Shop Local Competition series</b>	<p>An opportunity to support businesses and engage audience in the social channels which are promoting local businesses primarily to continue to encourage shop local and attract visitors when restrictions ease.</p>	<p>Locals</p>	<p>To build and expand on the current digital footprint by putting in place an active social media management program for the @visitnillumbik socials. A strategy has been developed and one of the elements involves collaboration with tourism businesses in the area to help build up the following and a database of 'interested' visitors to the area and create interest for when restrictions ease. Also to encourage locals to support local business and discover their own backyard.</p>

# Stage 2 - Recover

This stage began and then was set back due to the second Stage 3 and Stage 4 lock down. Messaging about open for business whilst meeting the restrictions and health and safety guidelines.

## **Key requests from business:**

- Marketing and promotion
- Outdoor dining support
- Funding/cash

## LOCAL BUSINESS TARGETED ACTION

Focus area	Initiative	Target community	Description
<b>Outdoor Dining Support</b>	Based on restrictions on hospitality businesses support businesses to be able to reopen in a safe and compliant manner for all.	All businesses	<p>Level 1 – Fast tracking existing footpath trading permit applications on public land and waiving fees. Form is current available online and applications are open.</p> <p>Level 2 – Establish an internal referral group to support businesses to conduct compliant outdoor dining on private land.</p> <p>Level 3 – Considering outdoor dining infrastructure in public spaces based on support from State Government funding.</p>
<b>Mobile Trading Permit Pilot Program</b>	Establish a mobile trading permit to align with outdoor dining restrictions and allow compliant mobile trading (food trucks/coffee carts)	All businesses	Conduct a summer pilot program for mobile trading which is currently not permitted in Nillumbik. Focus on Nillumbik businesses only. Evaluate the program post summer to incorporate into the ongoing permitted trade if successful.
<b>Shop Local Campaign</b>	Promotion to encourage local support of local business.	All business on the business database	Activations, marketing and promotion during the Christmas period to reduce escape expenditure and encourage locals and visitors to shop local. Ongoing program for consideration post the Christmas period.
<b>Business Education Program</b>	Regular online programs	All businesses	Series of on-line seminars and programs for businesses to enrol in to connect and learn from industry experts
<b>Grant applications</b>	Access grants and funding to support local business,	All businesses	Submit applications for relevant grants that can support local business. Example Chamber of Commerce and Traders Associations funding, Agri-links grant.

# Stage 3 - Thrive

This stage will be the 'new normal'. It will consider doing business differently and take positive learnings from the crisis and continue to build on their success.

Key to the success of this stage:

- Engaged business community
- Funding
- Strategic and innovative approach

This stage will be based on grant application for major projects and leveraging off already funded infrastructure projects such as the Diamond Creek Trail completion and North East Link.