

Future Nillumbik Committee

to be held at the Civic Centre, Civic Drive, Greensborough
on Tuesday 9 March 2021 commencing at 7:00pm.

Attachments

Carl Cowie
Chief Executive Officer

Thursday 4 March 2021

Distribution: Public

Civic Drive, Greensborough
PO Box 476, Greensborough 3088
Telephone 9433 3111
Facsimile 9433 3777
Website www.nillumbik.vic.gov.au
Email nillumbik@nillumbik.vic.gov.au

Nillumbik Shire Council

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Future Nillumbik Committee

held at the Civic Centre, Civic Drive, Greensborough
on Tuesday 9 February 2021 commenced at 7:00pm.

Minutes

Carl Cowie
Chief Executive Officer

Friday 12 February 2021

Distribution: Public

Civic Drive, Greensborough
PO Box 476, Greensborough 3088
Telephone 9433 3111
Facsimile 9433 3777
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Future Nillumbik Committee Minutes

9 February 2021

Nillumbik Shire Council

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Future Nillumbik Committee Minutes

9 February 2021

Nillumbik Shire Council

**Minutes of the Future Nillumbik Committee Meeting held Tuesday 9 February 2021.
The meeting commenced at 7:00pm.**

Councillors present:

Cr Richard Stockman	Blue Lake Ward
Cr Karen Egan	Bunjil Ward
Cr Natalie Duffy	Edendale Ward
Cr Peter Perkins	Ellis Ward (Mayor)
Cr Ben Ramcharan	Sugarloaf Ward (Chairperson)
Cr Frances Eyre	Swipers Gully Ward (Deputy Mayor)
Cr Geoff Paine	Wingrove Ward

Officers in attendance:

Carl Cowie	Chief Executive Officer
Vince Lombardi	Chief Financial Officer
Hjalmar Philipp	Director Operations and Infrastructure
Blaga Naumoski	Executive Manager Governance, Communications and Engagement
Joseph Emmanuel	Manager Infrastructure
Katia Croce	Governance Lead

1. Welcome by the Chair

2. Acknowledgement of Country

The Acknowledgement of Country was read by the Chairperson, Cr Ben Ramcharan.

3. Apologies

Nil

4. Confirmation of minutes

Confirmation of minutes of the Future Nillumbik Committee Meeting held on Tuesday 08 December 2020.

Committee Resolution

MOVED: Cr Geoff Paine

SECONDED: Cr Richard Stockman

That the minutes of the Future Nillumbik Committee Meeting held on Tuesday 08 December 2020 be confirmed.

CARRIED UNANIMOUSLY

5. Disclosure of conflicts of interest

Nil

Future Nillumbik Committee Minutes

9 February 2021

6. Officers' reports

FNC.001/21 Nillumbik Pandemic Recovery Plan 2021 - Triennial Event Funding
Redirection

Portfolio: Community Services

Distribution: Public

Manager: Corrienne Nichols, Executive Manager Communities

Author: Bianca Lord, Coordinator Events and Grants

Katie Camilleri, Team Leader Youth Development

Summary

The purpose of this report is to provide a status update on Triennial Event Funding and to inform on the proposed re-allocation of surplus funds to implement the Nillumbik Pandemic Recovery Plan 2021.

Recommendation

That the Committee (acting under delegation from Council):

1. Endorses the redirection of surplus Triennial Event Funding for the 2020/21 financial year to support the implementation of the Nillumbik Pandemic Recovery Plan 2021 as follows:
 - a. \$97,352 for Council initiatives as identified within the Nillumbik Pandemic Recovery Plan; and
 - b. \$90,000 for Community Recovery Funding to support community groups and businesses to support recovery and community resilience initiatives associated with the Pandemic.

Motion

MOVED: Cr Peter Perkins

SECONDED: Cr Frances Eyre

That the Committee (acting under delegation from Council):

1. Endorses the redirection of **unspent** surplus Triennial Event Funding for the 2020/21 financial year to support the implementation of the Nillumbik Pandemic Recovery Plan 2021 as follows:
 - a. \$97,352 for Council initiatives as identified within the Nillumbik Pandemic Recovery Plan; and
 - b. \$90,000 for Community Recovery Funding to support community groups and businesses to support recovery and community resilience initiatives associated with the Pandemic.
2. **Requests the Mayor write to State and Federal Government advocating for grant opportunities to support Local Government to implement COVID Recovery Plans.**

Future Nillumbik Committee Minutes

9 February 2021

6. Officers' Report

**FNC.001/21 Nillumbik Pandemic Recovery Plan 2021 - Triennial Event Funding
Redirection**

THE MOTION WAS PUT TO THE VOTE AND CARRIED AND BECAME THE
COMMITTEE RESOLUTION AS FOLLOWS:

Committee Resolution

MOVED: Cr Peter Perkins

SECONDED: Cr Frances Eyre

That the Committee (acting under delegation from Council):

1. Endorses the redirection of unspent surplus Triennial Event Funding for the 2020/21 financial year to support the implementation of the Nillumbik Pandemic Recovery Plan 2021 as follows:
 - a. \$97,352 for Council initiatives as identified within the Nillumbik Pandemic Recovery Plan; and
 - b. \$90,000 for Community Recovery Funding to support community groups and businesses to support recovery and community resilience initiatives associated with the Pandemic.
2. Requests the Mayor write to State and Federal Government advocating for grant opportunities to support Local Government to implement COVID Recovery Plans.

CARRIED UNANIMOUSLY

Future Nillumbik Committee Minutes

9 February 2021

6. Officers' reports

FNC.002/21 Special Rate Renewal for Eltham Town - Hearing of Submissions

Portfolio: Economic Development and Marketing

Distribution: Public

Manager: Rosa Zouzoulas, Executive Manager Planning and Community Safety

Author: Danielle Phyland, Economic Development and Tourism Lead

Rania Mullins, Economic Development and Tourism Officer

Summary

This report outlines the consideration of submissions received from the public regarding the renewal and declaration of the special rate for Eltham Town.

The current special rate for Eltham Town expires on 30 June 2021. Following the receipt of written request from the Eltham Chamber of Commerce and Industry Inc. (Chamber) to renew the special rate to fund the marketing and promotion of Eltham Town, Council at its Ordinary Meeting on 15 December 2020, commenced the statutory process and gave notice of its intention to declare a special rate for that purpose.

In accordance with the requirements of the *Local Government Act 1989* formal notification of the proposed special rate was undertaken, with a public notice published in the Herald Sun on Monday 21 December 2020 and also written notification being sent via mail to owners of properties upon which the special rate would be levied.

Notice has also been provided to the Chamber with a copy of the public notice to be forwarded on to occupiers/businesses (relevant in cases where the owner obliges the tenant pay the special rate) and available on Council's website.

In response to the public notice, Council received 6 submissions (**Attachment 3**) of a total of 178 properties liable to pay the special rate. 6 in support of the special rate and 0 opposing its renewal.

Given the important role that the special rate plays in supporting local businesses through marketing and promotion, it is recommended that Council hear any submissions on the Special Rate. Based on this information Council shall then resolve to declare, modify or abandon the special rate at the 23 March 2021 Council Meeting.

This report recommends that the Future Nillumbik Committee receives and notes the contents of the submissions and hears from submitters.

Committee Resolution

MOVED: Cr Geoff Paine

SECONDED: Cr Frances Eyre

That the Committee (acting under delegation from Council):

1. Receives and notes the contents of submissions received in response to Council's formal notification of its intention to declare a special rate for marketing and promotion of Eltham Town.
2. In accordance with section 223(c) of the *Local Government Act 1989*, refer the matter for declaring, modifying or abandoning the special rate to the 23 March 2021 Council Meeting.
3. Notifies the submitters accordingly.

CARRIED UNANIMOUSLY

Future Nillumbik Committee Minutes

9 February 2021

6. Officers' reports

FNC.003/21 Special Rate Renewal for Hurstbridge Village - Hearing of Submissions

Portfolio: Economic Development and Marketing

Distribution: Public

Manager: Rosa Zouzoulas, Executive Manager Planning and Community Safety

Author: Danielle Phyland, Economic Development and Tourism Lead

Rania Mullins, Economic Development and Tourism Officer

Summary

This report outlines the consideration of submissions received from the public regarding the renewal and declaration of the special rate for Hurstbridge Village.

The current special rate for Hurstbridge Village expires on 30 June 2021. Following the receipt of written request from the Hurstbridge Village Traders Association to renew the special rate to fund the marketing and promotion of Hurstbridge Village, Council at its Council Meeting on 15 December 2020, commenced the statutory process and gave notice of its intention to declare a special rate for that purpose.

In accordance with the requirements of the *Local Government Act 1989* formal notification of the proposed special rate was undertaken, with a public notice published in the Herald Sun on Monday 21 December 2020 and also written notification being sent via mail to owners or properties upon which the special rate would be levied.

Notice has also been provided to the Hurstbridge Village Traders Association with a copy of the public notice to be forwarded on to occupiers/businesses (relevant in cases where the owner obliges the tenant pay the special rate) and available on website.

In response to the public notice, Council received 6 submissions (**Attachments 3 and 4**) of a total of 66 properties liable to pay the special rate. Five in support of the special rate and one petition received with 25 signatures requesting that the special rate renewal be waived for 12 months.

Given the important role that the special rate plays in supporting local businesses through marketing and promotion, it is recommended that Council hear any submissions on Special Rate. Based on this information Council shall then resolve to declare, modify or abandon the special rate the Council Meeting on 23 March 2021.

This report recommends that the Future Nillumbik Committee receives and notes the contents of the submissions and hears from submitters.

The following people addressed the Committee with respect to this item:

1. Michelle Murray
2. Poovanesan Silvalingam

Future Nillumbik Committee Minutes

9 February 2021

6. Officers' Report

FNC.003/21 Special Rate Renewal for Hurstbridge Village - Hearing of Submissions

Committee Resolution

MOVED: Cr Karen Egan

SECONDED: Cr Natalie Duffy

That the Committee (acting under delegation from Council):

1. Receives and notes the contents of submissions received in response to Council's formal notification of its intention to declare a special rate for marketing and promotion of Hurstbridge Village.
2. In accordance with section 223(c) of the *Local Government Act 1989*, refer the matter for declaring, modifying or abandoning the special rate to the Council Meeting on 23 March 2021.
3. Notifies the submitters accordingly.

CARRIED UNANIMOUSLY

Future Nillumbik Committee Minutes

9 February 2021

6. Officers' reports

FNC.004/21 John Street and Bridge Street Proposed Road Discontinuance

Portfolio: Infrastructure

Distribution: Public

Manager: Hjalmar Philipp, Director Operations and Infrastructure

Author: Joseph Emmanuel, Manager Infrastructure

Summary

This report presents the submissions and objections made to Council as part of its proposal to discontinue two road reserves located at the eastern end of Bridge Street in Eltham and the eastern end of John Street in Eltham.

Having identified that these sections of road reserve were no longer required for the purpose of vehicular use, Council has proposed to discontinue these two road reserves pursuant to the statutory process under the *Local Government Act 1989* (the Act) and retain the resultant land for public park and recreation, including pedestrian access.

A separate planning scheme amendment process, known as Amendment C126nill is being undertaken to rezone these sites from Neighbourhood Residential Zone Schedule (NRZ1) to Public Park and Recreation Zone (PPRZ).

The following people addressed the Committee with respect to this item:

1. *Richard Schurmann*
2. *Timothy Bradshaw Cook on behalf of Colin Cook*
3. *Barry Pearce*

Committee Resolution

MOVED: Cr Geoff Paine

SECONDED: Cr Natalie Duffy

That the Committee (acting under delegation from Council):

1. Notes the 12 submissions including three objections made with respect to the proposal to discontinue two road reserves located at the eastern end of Bridge Street in Eltham and the eastern end of John Street in Eltham
2. Considers a further report at the next available Council Meeting to resolve a position on the proposed road discontinuance relating to the eastern ends of John Street and Bridge Street in Eltham.

CARRIED UNANIMOUSLY

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6. Officers' reports

FNC.005/21 De Fredericks Road, Yarrambat Special Charge Scheme

Portfolio: Infrastructure

Distribution: Public

Manager: Hjalmar Philipp, Director Operations and Infrastructure

Author: Vladimir Misic, Project Engineer

Summary

Following a consultation process Council resolved on 25 August 2020 (Item OCM.138/20) to declare a Special Charge Scheme to construct De Fredericks Road, Yarrambat.

Council's notice of its intention to declare a scheme was publicly advertised in *The Age* newspaper on 14 September 2020.

A letter and notice of the proposal was sent to all property owners with a liability under the scheme. Council has received correspondence from one affected property owner that constitutes a submission and objection under the *Local Government Act 1989 (the Act)*.

This report recommends that the Committee refers a decision regarding the formal declaration of De Fredericks Road Special Charge Scheme, to the next Council Meeting on 23 February 2021.

The following person addressed the Committee with respect to this item:

1. Leo Di Paola

Committee Resolution

MOVED: Cr Richard Stockman

SECONDED: Cr Karen Egan

That the Committee (acting under delegation from Council):

1. Notes that one submission and one objection was received for the Special Charge Scheme to construct De Fredericks Road, Yarrambat.
2. Refers a decision regarding the formal declaration of the De Fredericks Road Special Charge Scheme, Yarrambat (between Ironbark Road and Hacketts Road) to the next Council Meeting on 23 February 2021.

CARRIED UNANIMOUSLY

Future Nillumbik Committee Minutes

9 February 2021

6. Officers' reports

FNC.006/21 Rockliffe Street, Eltham - Special Charge Scheme

Portfolio: Infrastructure

Distribution: Public

Manager: Hjalmar Philipp, Director Operations and Infrastructure

Author: Patrick Wood, Design Coordinator

Vladimir Misic, Project Engineer

Summary

Following a consultation process Council resolved on 25 August 2020 (Item OCM.139/20), to declare a Special Charge Scheme to construct Rockliffe Street, Eltham.

Council's notice of its intention to declare a scheme was publicly advertised in *The Age* newspaper on 14 September 2020.

A letter and notice of the proposal was sent to all property owners with a liability under the scheme. Council has received seven pieces of correspondence from affected property owners which constitute a submission and two pieces of correspondence constituting an objection under the *Local Government Act 1989*.

This report recommends that the Committee refers a decision regarding the formal declaration of the Rockliffe Street Special Charge Scheme, to the next Council Meeting on 23 February 2021.

The following people addressed the Committee with respect to this item:

1. *Steven Stojanovski*
2. *Laurie Niven*
3. *Rex Niven*
4. *Alan Thatcher*
5. *Nancy Fotia* (read by CEO)

Officer Recommendation

That the Committee (acting under delegation from Council):

1. Notes that seven submissions and two objections were received for the Special Charge Scheme to construct Rockliffe Street, Eltham.
2. Refers a decision regarding the formal declaration of the Rockliffe Street Special Charge Scheme, to the next Council Meeting on 23 February 2021.

Motion

MOVED: Cr Geoff Paine

SECONDED: Cr Richard Stockman

That the Committee (acting under delegation from Council):

1. Notes that seven submissions seven submissions and two objections were received for the Special Charge Scheme to construct Rockliffe Street, Eltham.

Future Nillumbik Committee Minutes

9 February 2021

6. Officers' Report

FNC.006/21 Rockliffe Street, Eltham - Special Charge Scheme

-
2. Refers a decision regarding the formal declaration of the Rockliffe Street Special Charge Scheme, to the next Council Meeting on 23 February 2021.

Cr Perkins proposed to the mover and seconder to make the following amendment to the item 1 of the Recommendation:

1. Notes that seven submissions and **three** objections were received for the Special Charge Scheme to construct Rockliffe Street, Eltham.

The Mover and Secunder accepted the amendment which reads as follows:

Amended Motion

MOVED: Cr Geoff Paine

SECONDED: Cr Richard Stockman

That the following amendment be made to item 1 of the Recommendation:

1. Notes that seven submissions and **three** objections were received for the Special Charge Scheme to construct Rockliffe Street, Eltham.

THE AMENDED MOTION WAS PUT TO THE VOTE AND CARRIED AND BECAME THE COMMITTEE RESOLUTION AS FOLLOWS:

Committee Resolution

MOVED: Cr Geoff Paine

SECONDED: Cr Richard Stockman

That the Committee (acting under delegation from Council):

1. Notes that seven submissions and three objections were received for the Special Charge Scheme to construct Rockliffe Street, Eltham.
2. Refers a decision regarding the formal declaration of the Rockliffe Street Special Charge Scheme, to the next Council Meeting on 23 February 2021.

CARRIED UNANIMOUSLY

Future Nillumbik Committee Minutes

9 February 2021

6. Officers' reports

FNC.007/21 Draft Community Engagement Policy

Portfolio: Finance and Governance

Distribution: Public

Manager: Blaga Naumoski, Executive Manager Governance, Communications and Engagement

Author: Bianca Caruso, Marketing and Community Engagement Officer
Licardo Prince, Communications and Advocacy Lead

Summary

As part of the *Local Government Act (Act) 2020*, it is now a statutory obligation for all Victorian councils to have a Community Engagement Policy in place on or before 1 March 2021.

The policy outlines our commitment to provide the community with genuine opportunities to contribute to and inform projects, strategies, services and decisions that affect them.

The intent of this policy is to provide clarity about how Council will fulfil its commitment to engaging with the community in line with the Act.

An initial phase of community engagement was undertaken from 26 October 2020 to 15 November 2020 for community feedback on how they like to be engaged and to identify areas for improvement.

These findings helped to shape and inform the draft Community Engagement Policy which was then released for a second phase of community consultation from 16 December 2020 to 26 January 2021. A report of findings is attached (**Attachment 1**).

The general consensus was that the broad principles and approach mapped out in the policy – including its adherence to the IAP2 core values and to deliberative engagement – was positive. The feedback received the clearly prioritised ensuring that the principles contained in the policy were put into practice.

Minor amendments (primarily for style and grammar) have been made to the draft Community Engagement Policy (**Attachment 2**).

The purpose of this meeting is to hear further submissions on the draft Community Engagement Policy.

Following the Future Nillumbik Committee meeting, any necessary changes and recommendations will be made before the final version of the Community Engagement Policy is brought to Council for its meeting on 23 February 2021.

The following people addressed the Committee with respect to this item:

1. Richard Schurmann
2. Sue Dyet
3. Narelle Campbell (read by the CEO)
4. Gila Schnapp (read by the CEO)
5. Esther Caspi (read by the CEO)

Future Nillumbik Committee Minutes

9 February 2021

6. Officers' Report

FNC.007/21 Draft Community Engagement Policy

Committee Resolution

MOVED: Cr Frances Eyre

SECONDED: Cr Natalie Duffy

That the Committee (acting under delegation from Council):

- a) Receives and notes the Community Engagement Findings Report including all submissions (**Attachment 1**) on the draft Community Engagement Policy.
- b) Requests that officers consider the matters contained in the written and verbal submissions during finalisation of the Community Engagement Policy.
- c) Provides any additional input to the Community Engagement Policy before the Policy is due to be endorsed at the next Council Meeting on 23 February 2021.
- d) Requests that officers thank submitters and provide a written response to their submissions.
- e) Notes that the final Community Engagement Policy will be designed and presented to Council for adoption at the Council Meeting on 23 February 2021.

CARRIED UNANIMOUSLY

Future Nillumbik Committee Minutes

9 February 2021

6. Officers' reports

FNC.008/21 Integrated Community Planning - Our People, Our Place, Our Future

Portfolio: Planning
Distribution: Public
Manager: Jeremy Livingston, Executive Manager Business Transformation and Performance
Author: Yasmin Green, Strategy and Policy Advisor
Nichole Johnson, Coordinator Strategic Projects
Katie Camilleri, Team Leader Youth Development

Summary

The *Local Government Act 2020* requires Council to develop an integrated longer-term approach to strategic planning organised around a Community Vision.

Council's Strategic Planning Framework promotes strong strategic alignment between the Community Vision, Council Plan, Municipal Public Health and Wellbeing Plan, Financial Plan, Asset Plan and other strategic documents. It therefore makes sense to undertake community engagement activities to support the delivery of these strategic documents in an integrated manner.

The proposed integrated community engagement approach to support the development of the above strategies recognises this, and seeks to engage the community to deliver these key planning documents in an integrated and efficient manner.

Informed by community and Councillor feedback received to date with respect to the draft Community Engagement Policy, an integrated community engagement proposal has been developed under the proposed banner of 'Our People, Our Place, Our Future' to support the development of future plans and strategies which includes the Community Vision for Nillumbik, Council Plan, Municipal Health and Wellbeing Plan, Municipal Planning Strategy, Financial Plan and the Asset Plan.

While acknowledging that Council will not be in a position to adopt its Community Engagement Policy until later this month (at the Council Meeting), this proposal is consistent with community feedback and aligns closely with the objectives and sentiment of the draft policy. If required, this proposed integrated community engagement program could be amended to address any issues or conflicts that may arise.

Endorsement is sought for the proposed integrated community engagement approach, which is scheduled to commence later this month (February 2021) in order to meet tight legislated timeframes for adopting these important plans and strategies.

Recommendation

That the Committee (acting under delegation from Council):

1. Notes and endorses:
 - a) The proposed timelines for the integrated community planning engagement approach (**Attachment 1**).
 - b) The proposed survey content (**Attachment 2**).
 - c) The proposed community engagement plan (**Attachment 3**).

Future Nillumbik Committee Minutes

9 February 2021

6. Officers' Report

FNC.008/21 Integrated Community Planning - Our People, Our Place, Our Future

Motion

MOVED: Cr Geoff Paine

SECONDED: Cr Karen Egan

That the Committee (acting under delegation from Council):

1. Notes and endorses:

- a) The proposed timelines for the integrated community planning engagement approach (**Attachment 1**).
- b) The proposed survey content, **subject to some minor changes to be finalised by the Executive Manager Business Transformation & Performance, including:**
 - adding 'Youth Development' as an option under 'Inclusion'
 - moving 'Community Resilience' as an option from under 'Inclusion' to 'Resilient and Safe'
 - adding 'Rural Land Management' as an option under 'Open Space and Sustainability'
 - revision to the categories under the Asset Plan question to better benchmark the feedback received (**Attachment 2**).
- c) The proposed community engagement plan, **subject to moving the virtual session on 20 February to 27 February 2021 to provide sufficient time to register following the official launch of this community engagement on 15 February 2021 (Attachment 3).**

THE MOTION WAS PUT TO THE VOTE AND CARRIED AND BECAME THE COMMITTEE RESOLUTION AS FOLLOWS:

Committee Resolution

MOVED: Cr Geoff Paine

SECONDED: Cr Karen Egan

1. Notes and endorses:

- a) The proposed timelines for the integrated community planning engagement approach (**Attachment 1**).
- b) The proposed survey content, subject to some minor changes to be finalised by the Executive Manager Business Transformation & Performance, including:
 - adding 'Youth Development' as an option under 'Inclusion'
 - moving 'Community Resilience' as an option from under 'Inclusion' to 'Resilient and Safe'
 - adding 'Rural Land Management' as an option under 'Open Space and Sustainability'
 - revision to the categories under the Asset Plan question to better benchmark the feedback received (**Attachment 2**).

Future Nillumbik Committee Minutes

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6. Officers' Report

FNC.008/21 Integrated Community Planning - Our People, Our Place, Our Future

- c) The proposed community engagement plan, subject to moving the virtual session on 20 February to 27 February 2021 to provide sufficient time to register following the official launch of this community engagement on 15 February 2021 (**Attachment 3**).

CARRIED UNANIMOUSLY

Future Nillumbik Committee Minutes

9 February 2021

6. Officers' reports

FNC.009/21 Amendment C129 to the Nillumbik Planning Scheme (Removal of the EAO from various parcels in Plenty) - Response to Exhibition

Portfolio: Planning

Distribution: Public

Manager: Renae Ahern, Manager Planning Services

Author: Paul Fyffe, Senior Strategic Planner
Leigh Northwood, Strategic Planning Lead

Summary

Council recently exhibited its proposed Amendment C129 to the Nillumbik Planning Scheme, which intends to remove the Environmental Audit Overlay (EAO) from land that was formerly known as 323-325 Yan Yean Road, Plenty. This report advises of the response to exhibition of the amendment.

The EAO is applied to land which is potentially contaminated and was applied in 2000 to land formerly known as 323-325 Yan Yean Road due to historical gold mining at the site. It is appropriate to remove the overlay when the potential for contamination has been appropriately responded to. Measures have been taken at 323-325 Yan Yean Road which identify and respond to contamination at the site and allow for residential subdivision of the site, subject to conditions. Considering this, Council resolved in June 2020 to commence a planning scheme amendment, Amendment C129 to the Nillumbik Planning Scheme, to remove the EAO from the site.

Amendment C129 was exhibited from 5 October to 16 November 2020 and Council received one submission, which is from the Environment Protection Authority (EPA). In its submission, the EPA does not articulate support or non-support for the amendment, but does question the level of assessment regarding one of the measures taken to respond to the contamination. The EPA is the state authority responsible for contamination issues and so its response to Amendment C129 presents an issue for the amendment.

Where a submission raises an issue with a proposed amendment, the statutory amendment process provides for Council to request that the Minister for Planning appoint an independent planning panel to consider the amendment. This step allows Council to receive independent, technical recommendations on an amendment.

The following person addressed the Committee with respect to this item:

1. Kristen Argus – EPA (read by CEO)

Committee Resolution

MOVED: Cr Richard Stockman

SECONDED: Cr Geoff Paine

That the Committee (acting under delegation from Council):

1. Notes the submission from the Environment Protection Authority (EPA) to Amendment C129 to the Nillumbik Planning Scheme.
2. Recommends to Council's Meeting that it request the Minister for Planning appoint an independent planning panel to consider the amendment.

Future Nillumbik Committee Minutes

9 February 2021

6. Officers' Report

FNC.009/21 Amendment C129 to the Nillumbik Planning Scheme (Removal of the EAO from various parcels in Plenty) - Response to Exhibition

3. Notify the EPA and owners and occupiers of land affected by the proposed amendment of the Committee's resolution.

CARRIED UNANIMOUSLY

Future Nillumbik Committee Minutes

9 February 2021

7. Supplementary and urgent business

Nil

8. Confidential reports

Nil

9. Close of Meeting

The meeting closed at 9:39pm.

Confirmed:

Cr Ben Ramcharan, Chairperson

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Community Engagement Plan

PROJECT AND CONTACT DETAILS

Project contacts: Sarah Hammond		Role: Community Arts & Cultural Engagement Officer
Department: Arts & Cultural Development		Extension: 3175
Project Name: Arts and Culture Strategy 2022-2026. ArtBeat: a pulse check for Arts & Culture in Nillumbik		
APPROVALS		
Coordinator	Name and Date: Simon Doyle	
Project Sponsor	Name and Date: Corrienne Nichols	
Community Engagement Officer	Name and Date: Bianca Caruso	

ABOUT THE PROJECT

See the [Community Engagement Guidelines](#) for help in completing this plan

<p>Project objective</p> <p>Explain your project in a few sentences</p>	<p>Community (and internal) engagement to help guide the development of a new Arts & Culture Strategy for the organisation. The consultations will be promoted as ArtBeat: a pulse check for Arts & Culture in Nillumbik.</p> <p>The Arts and Cultural Strategy 2022–2026 will provide the framework for Arts and Cultural Development to deliver key aspects of the new 2021-2025 Council Plan. The Strategy will give arts and culture prominence and recognise its significant cultural, social and economic contribution to the Nillumbik community.</p> <p>The Arts and Cultural Strategy will be based on community values and will be focused on outcomes. It will be community led and informed by best practice. The Strategy will be based on the principle that culture is built upon our beliefs and values; and the arts are an expression of our culture. We believe that strong cultural planning should be based on community values. In order to develop Nillumbik's new Arts and Cultural Strategy 2022-2026, this project will revisit the community values that informed the Arts and Culture Plan 2018-2022 and the relevancy of its current goals. We will ensure a diverse spread of views across Nillumbik is represented in the new strategy.</p> <p>The strategy will embed within it a commitment to stimulate and facilitate the artistic visions of our communities, leading towards the cultural outcomes as defined by the Cultural Development Network (where there is <i>creativity stimulated, aesthetic enrichment experienced, insight gained, diversity of cultural expression appreciated</i> and a <i>sense of belonging to a shared cultural heritage strengthened</i>.)</p> <p>A thorough consultation process will be launched between April - August 2021 to identify community values and seek community advice on how best to deliver opportunities for engagement, participation and enjoyment of arts and culture in Nillumbik across diverse sectors, disciplines and demographics.</p>
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	<p>The community engagement will be multi-faceted and inclusive, seeking to include voices from a diverse range of stakeholders both within Nillumbik and further afield. This includes people with a connection to Nillumbik, peak bodies and arts/cultural organisations who are located outside the Shire.</p> <p>All community engagement will comply with any COVID-19 restrictions in place at the time of consultation. All physical community facing activities proposed in this Community Engagement Plan will be accompanied by an approved COVID Safe Plan.</p> <p>The Community Engagement Plan including timeline and scope for the project will be discussed at EMT on 13 January 2021 before being presented to a Councillor Briefing on 16 February 2021. The plan will go to FNC for endorsement on 9 March 2021.</p> <p>Subject to the release on the 2021-25 Council Plan, a draft strategy will be presented to Council in November 2021 with endorsement scheduled for December 2021. These timelines are contingent on the schedule for the Council Plan.</p>
<p>Context</p> <p>What is the background of your project and the history of the project/issue?</p> <p>For example:</p> <ul style="list-style-type: none"> • Council reports and resolutions • Previous decisions made • Media involvement • Public concern or controversy • Previous community engagement 	<p>An Arts and Culture Plan or Strategy is developed every four years. It responds directly to the strategic objectives/goals of the Council Plan in line with community needs and aspirations.</p> <p>From the last Arts and Cultural Plan (2018-2022) consultations, we know that our artistic and cultural heritage is important to the Nillumbik community and that creative communities and grassroots art practices are inherent to the Shire. Nillumbik has long been renowned for fostering its deep connections to the arts.</p> <p>The Arts & Cultural Plan 2018-2022 was developed in accordance with Article 27 of the Declaration of Human Rights, The National Arts and Culture Accord, Section 3C of the Local Government Act 1989, Creative Victoria's four year strategy, <i>Creative State</i>, and acknowledgments related to arts and culture by the Australian Local Government Association and Municipals Association Victoria (MAV) (refer Appendix A and Arts & Cultural Plan 2018-2022)</p> <p>The community engagement for the Arts and Culture Plan or Strategy has historically been based on Council extending an invitation for the Nillumbik community and those connected to Nillumbik to share what they value most in Nillumbik and how those values relate to local culture. Conversations have</p>

	<p>covered the opportunities and challenges to arts and culture now and in the future, how to build capacity in the local creative economy, personal experiences of engaged vibrant communities, etc.</p> <p>The new <i>Arts & Culture Strategy</i> will build upon the current Arts & Cultural Plan 2018-2022 and will respond directly to the Council Plan goals 2021-2025. The new strategy will be developed in accordance with Article 27 of the Declaration of Human Rights, The National Arts and Culture Accord, Division 1 of the Local Government Act 2020, Creative Victoria's 2021 – 2025 Strategy and acknowledgements related to arts and culture by the Australian Local Government Association and Municipals Association Victoria (MAV). The new Arts and Culture Strategy 2022 – 2026 process will be community led and informed by best practice.</p> <p>The Community Engagement and Communications Plan for this project identifies the stakeholders and establishes the level of engagement within the IAP2 community engagement framework and in accordance with the Nillumbik Community Engagement Policy.</p> <p>The development of the new Arts and Culture Strategy will:</p> <ul style="list-style-type: none"> - Employ a multi-faceted approach to community consultation and enable the community to actively contribute to the development, implementation and evaluation of the strategy; - Follow the release of a new Council Plan, and be developed to respond directly to the new Council Plan goals in line with community needs and aspirations. - Be based on community values and a diverse spread of community needs and aspirations; - Be evidence based; - Be consistent with the National Arts and Culture Accord's definitions of arts and culture: Core Arts, Creative Industries, Cultural Heritage (see Appendix A) - Include mechanisms for evaluation and measurement that include social impact alongside cultural and economic indicators in partnership with Cultural Development Network (CDN) using the <u>WhiteBox Outcomes Planning Platform</u>®. - Explore how Council can work with Creative Victoria and other agencies to accomplish goals and strategies of the plan; and - Be consistent with Council's Health and Wellbeing Plan - Be consistent with Council's Inclusion, Gender Equity, and Reconciliation goals.
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	- Ensure that key actions are reviewed annually.
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STEP 1: IDENTIFY THE NEED OR OPPORTUNITY FOR COMMUNITY ENGAGEMENT

If you answer yes to any of these questions, you most likely need to undertake community engagement as part of your project.

SHOULD WE BE ENGAGING?	Yes	No
<p>Does legislation require Council to engage with the community about the issue? (This includes statutory exhibition periods)</p> <p>Local Government Act 2020. Division 1—Community accountability Item</p> <p>56 The community engagement principles The following are the community engagement principles—</p> <p>(a) a community engagement process must have a clearly defined objective and scope;</p> <p>(b) participants in community engagement must have access to objective, relevant and timely information to inform their participation;</p> <p>(c) participants in community engagement must be representative of the persons and groups affected by the matter that is the subject of the community engagement;</p> <p>(d) participants in community engagement are entitled to reasonable support to enable meaningful and informed engagement;</p> <p>(e) participants in community engagement are informed of the ways in which the community engagement process will influence Council decision making.</p> <p>Public Health and Wellbeing Act as part of the development of the MPHWP Plan – indirect only.</p>	X	
Is the issue politically sensitive? (If Council does not engage the community, is it likely that Council will receive adverse media coverage or complaints?)	X	
Should the community be informed about this issue?	X	

Will the decision being made have a significant social, environmental or economic impact on the community or other stakeholders?	X	
Is this a complex or difficult situation with widely differing views?	X	
Is the decision being made likely to have a financial impact on the community?	X	
Is there, or is there likely to be, strong community concern or interest in the issue?	X	
Is there existing or potential community outrage about the issue?		X
Has Council asked for community input on this or similar matters in the past?	X	
Would engagement assist Council or Councillors to better understand local values, priorities, needs or issues that relate to your project?	X	

STEP 2: DEFINE THE OBJECTIVE AND SCOPE OF THE ENGAGEMENT

NB: Make sure you should submit a [Communications & Marketing Brief](#) to develop a Communications & Marketing Plan for your project.

NEGOTIABLE	NON-NEGOTIABLE
<p>What aspects of the project can be influenced as part of the engagement process?</p> <p>We are seeking community direction in terms of future focus/priorities of arts and culture in Nillumbik for the period 2022-2026.</p>	<p>What aspects of the project can't be influenced as part of the engagement process?</p> <p>Directly relating the Arts and Culture Strategy to the goals of the new Council Plan.</p> <p>Delivering on requests outside the remit of Council.</p>

<p>What do we want to find out from the community?</p>	<p>The Arts and Cultural Strategy will be based on community values and will be focused on outcomes. The community engagement activities will first identify the community values and the priority areas of opportunity and concern. In collaboration with community and other stakeholders, strategies and goals will then be created to address these and embed them into the Arts and Culture Strategy 2022-2026.</p> <p>We need to ascertain:</p> <ul style="list-style-type: none"> - What aspects of Council's Arts and Cultural Development activities the Nillumbik community is currently aware of - What aspects of Council's Arts and Cultural Development activities the Nillumbik community has or is engaging with - What the community believes the 'artbeat' of Nillumbik is. What does the community values in terms of arts and culture in Nillumbik? What do they enjoy/value most? - If the community feels the current (2018-2022) Arts & Cultural Plan is still relevant for the future. - What is missing from Arts and Culture in Nillumbik? - What the challenges to arts and culture are now and in the future. - What the long term vision is for Arts and Culture in Nillumbik. - What the priorities should be for Council in terms of Arts and Culture. - What the priorities should be for community in terms of Arts and Culture. - What community understands/values in terms of cultural outcomes (in line with Cultural Development Network policy domains/definitions).
<p>What key information will the community need or want to know?</p>	<p>What Council currently delivers in terms of Arts and Culture activities/programs/projects.</p> <p>What the current Arts & Cultural Development Plan 2018-2022's commitments are.</p> <p>What the opportunities for community consultation in developing the new Strategy are.</p> <p>Timelines and process information.</p>
<p>What messages do you want to give the community?</p>	<p>As part of our commitment to arts and culture in Nillumbik, Council is developing a new Arts and Culture Strategy for 2022-2026 that will build on the achievements of our current Arts and Culture Plan.</p> <p>Community input is a vital part of this process. We can't do it without you.</p> <p>We need to hear from a diverse cross-section of the community. This should include those directly involved in arts and culture and those who are not. We will also consult with peak bodies and organisations that are important to</p>

	<p>the development of this plan such as Wurundjeri Tribe Council, Cultural Development Network, Regional Arts Victoria, Creative Victoria.</p> <p>We need to know what is important to you, what concerns you, what we are doing well, what we aren't doing well, what the opportunities are, how we can better support arts and culture in Nillumbik, how you would like to see the future of arts and culture in Nillumbik.</p>		
What are your engagement timeframes?	1 April 2021 – December 2021.	Is there budget available? Yes/No	Amount \$40k

STEP 3: IDENTIFY WHO WILL BE ENGAGED

STAKEHOLDERS	WHY ARE THEY STAKEHOLDERS? What is their interest in the project? How are they impacted? How do they impact the project?	Level of Engagement (IAP2 spectrum)
Nillumbik Arts and Cultural Advisory Committee	Project Reference Group. Partner and participant.	Inform, Consult, Involve, Collaborate, Empower
Internal Project Control Group Simon Doyle, Sarah Hammond, Richard Holt, Ali Griffin, Emily Wubben, Bianca Caruso, Anna Maio, Jodie Leahy, Angela Clare, Katie Camilleri, Natalie Town, Craig Commene, Jess Crimmins. (tbc)	Project control group. Development of plan, scheduling, promotion and ensuring timelines and outcomes are met.	Inform, Consult, Involve, Collaborate, Empower
Internal stakeholders Councillors EMT All Council Advisory Committees Living & Learning Nillumbik	Information provided (Inform). Invited to participate in all aspects of the consultation (Consult). Invited to be part of focus group consultation and to champion the project (Involve), Consultation results to be used to develop the Strategy (Collaborate). Invited to provide feedback on the draft Strategy via Participate Nillumbik platform. and then to seek Council endorsement (Empower).	Inform, Consult, Involve, Collaborate, Empower

Edendale Community Halls & Hubs All Council teams/staff		
Nillumbik residents - all	Information provided (Inform). Invited to participate in all aspects of the consultation (Consult). Invited to be part of focus group consultation and to champion the project (Involve), Consultation results to be used to develop the Strategy (Collaborate). Invited to provide feedback on the draft Strategy via Participate Nillumbik platform.	Inform, Consult, Involve, Collaborate,
Friends of Nillumbik People who have a connection to Nillumbik and are invested in its arts and culture	As above	Inform, Consult, Involve, Collaborate
Nillumbik Volunteers	As above	Inform, Consult, Involve, Collaborate
Local Artists – all mediums	As above	Inform, Consult, Involve, Collaborate
Local Artist Groups and Organisations and their members – all mediums Nillumbik Artists Open Studios Baldessin Press Boite World Music Dunmoochin Montsalvat Poetry@Chrissy Hills Montsalvat Meeting Pool Inc. Eltham Poetry Readings Theatre 451 Stiltwalkers Australia St. Andrews Film Society Butterfly Studio Eltham Arts Council Eltham Concert Band	As above	Inform, Consult, Involve, Collaborate

<p>Eltham Little Theatre Wadambuk Gallery Boomerang Bags The Stable Artists Welcome to Eltham Group Diamond Valley Art Society Paradoxa Collective Christmas Hills Orchestral Players Local bands and musical groups Dance groups Writers and Readers Groups Local Film Makers Others as identified</p>		
<p>Indigenous Groups Wurundjeri Tribe Council Nillumbik Reconciliation Group Others as identified</p>	<p>Focus group participation, individual session to address specific criteria, draft strategy collaboration and feedback/approval.</p>	<p>Inform, Consult, Involve, Collaborate, Empower</p>
<p>Yarra Plenty Heritage Group Historical Societies within Nillumbik and historical groups connected to Nillumbik.</p>	<p>Information provided (Inform). Invited to participate in all aspects of the consultation (Consult). Invited to be part of focus group consultation and to champion the project (Involve), Consultation results to be used to develop the Strategy (Collaborate). Invited to provide feedback on the draft Strategy via Participate Nillumbik platform.</p>	<p>Inform, Consult, Involve, Collaborate</p>
<p>Participants of Nillumbik arts and culture programs, projects and activities Eg: Live July participants, WITOC, AITOC, Nillumbik Prize entrants, Eltham Library Community Gallery exhibiting artists and audiences Digital Agora participants, E Bulletin Subscribers, etc.</p>	<p>Information provided (Inform). Invited to participate in all aspects of the consultation (Consult). Invited to be part of focus group consultation and to champion the project (Involve). Invited to provide feedback on the draft Strategy via Participate Nillumbik platform.</p>	<p>Inform, Consult, Involve</p>
<p>Disability Services and Sector Araluen St. John of God</p>	<p>Information provided (Inform). Invited to participate in all aspects of the consultation (Consult). Invited to be part of focus group consultation and to champion the project</p>	<p>Inform, Consult, Involve, Collaborate</p>

Diamond Valley Special School NDIS Providers In collaboration with NSC Disability, Inclusion and Volunteer Unit.	(Involve), Consultation results to be used to develop the Strategy (Collaborate). Invited to provide feedback on the draft Strategy via Participate Nillumbik platform.	
Nillumbik Festivals and Major Events Shakespeare in the Park Eltham Town Festival Diamond Creek Town Fair Wattle Festival On the Hill Festival Jazz Festival St. Andrews Festival	Information provided (Inform). Invited to participate in all aspects of the consultation (Consult). Invited to be part of focus group consultation and to champion the project (Involve). Invited to provide feedback on the draft Strategy via Participate Nillumbik platform.	Inform, Consult, Involve
Nillumbik Community Fund Grant Recipients 2018-2021 – all streams. Grants Officer to assist.	As above	Inform, Consult, Involve
Health and Support Services Healthability Headspace Greensborough Mens DEN Collective St Vincents Care, Eltham Local Police, CFA, SES Others as identified (in partnership with Access and Inclusion team)	Focus group participation, individual session to address specific criteria, draft strategy collaboration and feedback/approval. Invited to provide feedback on the draft Strategy via Participate Nillumbik platform.	Inform, Consult, Involve
Local Businesses and Traders Associations In partnership with Council's Economic Development & Tourism Team	Information provided (Inform). Invited to participate in all aspects of the consultation (Consult). Invited to be part of focus group consultation and to champion the project (Involve). Invited to provide feedback on the draft Strategy via Participate Nillumbik platform.	Inform, Consult, Involve
Local Markets Eltham Farmers Market St. Andrews Market Paddy's Market Hurstbridge Market	Information provided (Inform). Invited to participate in all aspects of the consultation (Consult). Invited to provide feedback on the draft Strategy via Participate Nillumbik platform.	Inform, Consult

Diamond Creek Markets		
Local churches/religious groups	As above	Inform, Consult
Yarra Plenty Regional Library All branches.	Information provided (Inform). Invited to participate in all aspects of the consultation (Consult). Invited to be part of focus group consultation and to champion the project (Involve). Invited to provide feedback on the draft Strategy via Participate Nillumbik platform.	Inform, Consult, Involve
Neighborhood Houses Allwood House	Information provided (Inform). Invited to participate in all aspects of the consultation (Consult). Invited to provide feedback on the draft Strategy via Participate Nillumbik platform.	Inform, Consult
Community Groups Community Centres – community managed Mens Sheds Country Women’s Association Eltham Toy Library Pat Cronin Foundation Sports Associations Guides, Scouts, Rangers In partnership with Community Development/Place Activation Team	Information provided (Inform). Invited to participate in all aspects of the consultation (Consult). Invited to be part of focus group consultation and to champion the project (Involve). Invited to provide feedback on the draft Strategy via Participate Nillumbik platform.	Inform, Consult, Involve
Special Interest or Multicultural Groups Chinese Association Slovenian Association Refugee Support Groups	Information provided (Inform). Invited to participate in all aspects of the consultation (Consult). Invited to provide feedback on the draft Strategy via Participate Nillumbik platform.	Inform, Consult
Youth Groups – Extra data to be gathered through the Youth Consultation 2021 managed by Nillumbik Youth Services. Monday 31 May – Sunday 11 July (end of school holidays) FReeZA Committee, L2P Learners, Youth Council, The Creative Collective applicants, Youth Week Takeover applicants, Nillumbik Youth Productions,	Information provided (Inform). Invited to participate in all aspects of the consultation (Consult). Invited to be part of focus group consultation and to champion the project (Involve), Consultation results to be used to develop the Strategy (Collaborate). Invited to provide feedback on the draft Strategy via Participate Nillumbik platform.	Inform, Consult, Involve, Collaborate

Vicki Ward Leadership Group, Danielle Green Leadership group, Nillumbik Tech School Headspace, YAC, Diamond Creek Roteract, Vine Baptist Church, St Matthews Youth Group Sporting Clubs, Local Schools		
Seniors Senior Citizens Associations U3A Older Men New Ideas (OMNI) Groups Nursing Homes Others as identified	As above	Inform, Consult, Involve, Collaborate
Peak Arts and Heritage Industry Organisations and Govt Agencies Cultural Development Network Creative Victoria Regional Arts Victoria Public Galleries Association Vic Municipal Association Vic(MAV) Music Victoria Writers Victoria Multicultural Arts Victoria	Consult in regards to arts and cultural policy and industry best practice and provide opportunity for partnerships and feedback.	Inform, Consult
LGBTQI Communities Violet Femmes – Eltham High Others as identified. In partnership with Council's Family Support and Gender Equity Officer.	Information provided (Inform). Invited to participate in all aspects of the consultation (Consult). Invited to provide feedback on the draft Strategy via Participate Nillumbik platform.	Inform, Consult
Neighbouring Councils Arts & Culture teams	As above	Inform, Consult
Nillumbik Leisure Centres staff and patrons Leisure Services Team to assist	Information provided (Inform). Invited to participate in all aspects of the consultation (Consult). Invited to be part of focus group consultation and to champion the project (Involve), Consultation results to be used to develop the Strategy (Collaborate). Invited to provide feedback on the draft Strategy via Participate Nillumbik platform.	Consult, Involve, Collaborate
State MP's	Information provided (Inform). Invited to participate in all aspects of the consultation. Invited to provide feedback on the draft Strategy via Participate Nillumbik platform.	Inform

Tourism Organisations Nillumbik Business Association Yarra Valley Tourism Association Visit Victoria	As above	Inform
Environmental Groups Friends of Groups Eltham Gateway Group Landcare Groups Other groups as identified Environment team to assist	Information provided (Inform). Invited to participate in all aspects of the consultation (Consult). Invited to provide feedback on the draft Strategy via Participate Nillumbik platform.	Inform, Consult

STEP 4: CHOOSE THE RIGHT ENGAGEMENT TOOLS/METHODS

NB: Talk to the Community Engagement Officer for help with this.

TOOL / METHOD	TARGET STAKEHOLDERS	KEY QUESTIONS /INFORMATION
<u>Pre official consultation</u> A Creative Hors D'oeuvres <u>Part 1</u> 1 December – 1 March 2021 Online discussion through Participate Nillumbik responding to the question <i>What do you believe the 'artbeat' of Nillumbik is?</i> <i>(What do you enjoy/value the most in terms of arts and culture?)</i>	Community members (all) All stakeholders	What do you believe the 'artbeat' of Nillumbik is? (What do you enjoy/value the most in terms of arts and culture?)

<p><u>Part 2</u></p> <p>19 – 24 January 2021</p> <p>Interactive art-based pop up activity at Eltham Library Community Gallery again exploring the question <i>What do you believe the 'artbeat' of Nillumbik is? (What do you enjoy/value the most in terms of arts and culture?)</i></p>		
<p>Phase 1</p> <p><u>Part 1</u></p> <p><u>1 April 2021 – mid May 2021</u></p> <p>Online Survey and use of Participate Apps - Participate Nillumbik.</p> <p>As part of Phase 1 – registration process for participation in a focus group consultation (to be held during Phase 2)</p> <p><u>Part 2</u></p> <p><u>1 April 2021 – mid May 2021</u></p> <p>A series of pop-up roving performance-based consultations designed</p>	<p>Engaged community members.</p> <p>All listed stakeholders.</p>	<p>See Appendix B</p> <p>See Step 5 for information.</p>

around a small subset of questions drawn from the survey. Dates and locations across the shire TBC. A COVID-safe plan will apply to all activities.		
<p>Phase 2</p> <p><u>1 June – end July 2020</u></p> <p>Focus Group Consultations</p> <p>A series of arts and culture discussion forums independently facilitated. The community values identified through the pre consultation activities and Phase 1 will inform the Phase 2 consultation process and enable the opportunity to ask the community what it wants from its Arts and Culture Strategy.</p> <p>To include separate internal Arts & Cultural Advisory Committee and Councillor/EMT focus groups.</p>	<p>Engaged community members.</p> <p>Creative Industries.</p> <p>Peak industry organisations, government organisations, arts and culture networks, politicians, specialist advisors.</p>	<p>The community values confirmed through the Creative Hors D’oeuvres activities and Phase 1 of the consultation will inform the Phase 2 consultation process. Phase 2 is the opportunity to confirm we have heard up til now and to ask the community what it wants from its Arts and Culture Strategy.</p> <p>See Step 5 for information.</p>
<p>Phase 3</p> <p><u>August 2020</u></p>	As above	To report back to Focus Group participants and confirm the findings of the consultations.

Confirmation of Focus Group Consultation Analysis		See Step 5 for information.
Phase 4 <u>September 2021</u> Development of draft strategy <u>9 November 2021</u> Draft Strategy to Councillor Briefing <u>30 November 2021</u> Draft Strategy to Ordinary Council Meeting for approval to go to public exhibition Note: The timelines for Phase 4-7 are reliant on the release on the 2021-25 Council Plan.	Arts & Cultural Development	See Step 5 for information. Presentation to include video footage captured during the community consultations. See Step 5 for information.
Phase 5 <u>31 November – 19 December 2021</u> Public Exhibition of DRAFT 2022-26 Arts and Culture Strategy for public feedback <u>20 – 31 December 2021</u> Feedback reviewed and Arts and Culture Strategy finalised.	All stakeholders Arts & Cultural Development	Participate Nillumbik. Council Website. See Step 5 for information.

Phase 6 <u>January or early February 2022 Date TBC</u> Future Nillumbik Committee or Ordinary Council Meeting January 2022 - 2022-26 Arts and Culture Strategy to Council for endorsement Public Exhibition of endorsed 2022-26 Arts and Culture Strategy to follow.	Arts & Cultural Development. Council. All Stakeholders.	Participate Nillumbik. Council Website. See Step 5 for information.
Phase 7 February 2022 - Public launch of 2022-26 Arts and Culture Strategy	All stakeholders	Photographs and video.

STEP 5: ENGAGE

This is where you can record a brief description of the engagement activities you plan to implement.

ENGAGEMENT ACTIVITY / TOOL / METHOD	DATE	RESOURCES NEEDED	WHO	HOW WILL FEEDBACK BE RECORDED
Internal/External: Reference Group – Arts & Cultural Advisory Committee (ACAC)	December 2020		Arts & Cultural Development	Minutes Emails Face to face meetings (if restrictions allow)

<p>Recruited members from the ACAC to form Arts & Culture Strategy Project Reference Group.</p> <p>Consultation on Community Engagement Plan</p> <p>Internal: Project Control Group</p> <p>Simon Doyle, Richard Holt, Sarah Hammond, Ali Griffin, Emily Wubben, Jess Crimmins, Yasmin Green, Dora Ilov, Bianca Caruso, Anna Maoi, Jodie Leahy, Angela Clare, Katie Camilleri, Natalie Town, Craig Commene</p>			<p>Arts & Cultural Advisory Committee.</p> <p>Arts & Culture Strategy Project Reference and Control Groups.</p>	
<p><u>Pre official consultation</u></p> <p>A Creative Hors D'oeuvres</p> <p><u>Part 1</u></p> <p>Online discussion through Participate Nillumbik responding to the question</p> <p><i>What do you believe the 'artbeat' of Nillumbik is? (What do you enjoy/value the most in terms of arts and culture?)</i></p> <p><u>Part 2</u></p> <p>Interactive art-based pop up activity at Eltham Library Community Gallery again exploring the question <i>What do you believe the 'artbeat' of Nillumbik is? (What do you enjoy/value the most in terms of arts and culture?)</i></p>	<p>1 December 2020 – 1 March 2021</p> <p>19 – 24 January 2021</p>	<p>Participate Nillumbik Site to be created and managed.</p> <p>Online discussion using Participate Nillumbik app function.</p> <p>The process will be managed by Council's Arts & Cultural Development team.</p> <p>ELCG gallery space booked/</p>	<p>Community Engagement Officer.</p> <p>Arts & Cultural Development.</p> <p>Communications and Marketing.</p>	<p>Participate Nillumbik</p> <p>Preliminary data collected through interactive art based activity and discussions held</p> <p>Central Gallery Area Consultation data to be determined through EOI process.</p>

		<p>Creative Brief and promotion of opportunity/Expression of Interest Process/ Selection/ Facilitation by chosen artist(s)</p> <p>Promotional campaign required in line with the project's Communications and Marketing Brief.</p>		A photographer/videographer will capture moments from the ELCG consultations.
<p>External :</p> <p>PHASE 1</p> <p>Part 1: Online Survey and use of Participate Apps - Participate Nillumbik</p> <p>To identify community knowledge, engagement, and values and to identify the community's concerns, needs and aspirations.</p> <p>To offer opportunities for people to also respond via the Participate Apps in Participate Nillumbik such as Visioner, Gather, and Forum. To include invitation to all Council Staff to respond also via Sonic.</p> <p>Registration for focus groups open.</p> <p>Part 2: A series of pop-up roving performance-based consultations designed around a small subset of questions drawn from the survey. Locations and dates across the shire TBC.</p>	<p>1 April 2021 – 1 mid May 2021</p>	<p>Participate Nillumbik Site to be created and managed. Various apps to be used.</p> <p>Major promotional campaign required in line with the project's Communications and Marketing Brief.</p> <p>To invite all stakeholders to register to participate in a focus group consultation during this phase (through Participate Nillumbik)</p> <p>Roving performing artists to be engaged via an EOI</p>	<p>Community Engagement Officer.</p> <p>Arts & Cultural Development.</p> <p>Communications and Marketing.</p> <p>Artists.</p>	<p>Participate Nillumbik</p> <p>Selected artists to perform and collect data through conversations and activities. Format to be determined</p>

<p>A COVID-safe plan to accompany each activity.</p> <p>Possible roving consultation geographic locations: Eltham, Diamond Creek, St. Andrews, Hurstbridge, Yarrambat, Panton Hill – recreational areas such as parks and trails, markets, town squares etc. To try to ensure all Council wards have an activity.</p> <p>A photographer/videographer will capture moments from these consultations.</p>		<p>and selection process to be conducted in November/December 2020.</p>		<p>during EOI and Selection Process.</p> <p>A photographer/videographer will capture moments from the roving consultations.</p>
<p>External:</p> <p>Phase 2.</p> <p>Focus Groups.</p> <p>A series of arts and culture discussion forums independently facilitated. The knowledge gained through the Creative Hors D'oeuvres activities and Phase 1 will inform the Phase 2 consultation process. The focus groups will provide the opportunity to ask the community what it wants from its Arts and Cultural Strategy.</p> <p>Note: Registrations for focus groups will open on 1 April 2021 and will close in mid May 2021. The number of consultations to be held may need to be revisited – as determined by registrations.</p> <p>Each focus group consultation will include the provision of a coffee cart and will include an art activity or performance. A</p>	<p>1 June – end July 2021</p>	<p>All stakeholders to be reminded of opportunity to register for a focus group consultation April/May 2021.</p> <p>Independent (external) facilitator to be engaged. Discussion themes and delivery mode to be developed with facilitator.</p> <p>Coffee cart provider to be engaged.</p> <p>Selection of appropriate artists and/or performers to open or close each session.</p> <p>Major promotional campaign required in line with the project's</p>	<p>Arts & Cultural Development.</p> <p>Communications and Marketing.</p> <p>External facilitator.</p> <p>Cultural Development Network.</p> <p>Local artists and performers.</p>	<p>Focus groups will be recorded where possible and notes will also be taken. Other methods may be employed by the facilitator.</p> <p>A collation of all the information collected during all focus group activities will be undertaken and a summary created by the facilitator for Council (for each individual session and as a whole process).</p> <p>A photographer videographer will capture moments from these consultations.</p>

<p>focus group will be held in each Council ward.</p> <p>Separate internal ARTS & Cultural Advisory Committee and Councillor/EMT workshops will be scheduled – to be confirmed.</p> <p>Note: The Cultural Development Network's 5 cultural domain objectives (outcomes) will be incorporated into all focus group discussions.</p>		Communications and Marketing Brief.		
<p>External:</p> <p>Phase 3</p> <p>Confirmation of Focus Group Consultation Analysis</p> <p>Summary of information collated during Phase 2 published via Participate Nillumbik.</p> <p>Invitation extended to participants to respond via a range of Participate Nillumbik apps.</p> <p>The information gathered to date plus feedback submitted during Phase 3 will be used to develop the framework of the Arts and Cultural Plan responsive to the Council Plan goals.</p>	August 2021	<p>All Phase 2 participants to be invited to respond to summary of information collated via Participate Nillumbik through the Participate Apps.</p> <p>Community Engagement Officer to create platform in consultation with Arts and Cultural Development.</p>	Arts & Cultural Development. Community Engagement Officer.	<p>Participate Nillumbik</p> <p>E Mail</p> <p>Website</p>
<p>Internal:</p> <p>Phase 4</p> <p>Development of draft strategy</p>	September 2021	Arts and Cultural Development to develop the draft strategy.	Arts & Cultural Development.	

<p>Note: The timelines for Phase 4 are reliant on the release on the 2021-25 Council Plan.</p> <p>Draft Strategy to Councillor Briefing</p> <p>Draft Strategy to Ordinary Council Meeting for approval to go to public exhibition</p>	<p>9 November 2021</p> <p>30 November 2021</p>	<p>Reports to Council to be created.</p>		<p>Video footage of community consultation process to be presented at Councillor Briefing – to be confirmed.</p>
<p>External:</p> <p>Phase 5</p> <p>Public Exhibition of DRAFT 2022-26 Arts and Culture Strategy for public feedback</p> <p>DRAFT Strategy to be published on Participate Nillumbik for public feedback.</p> <p>Feedback reviewed and Arts and Culture Strategy finalised.</p>	<p>31 November – 19 December 2021</p> <p>20 – 31 December 2021</p>	<p>Participate Nillumbik Feedback opportunity to be created by Community Engagement Officer in consultation with Community Arts & Development.</p> <p>Major promotional campaign required in line with the project's Communications and Marketing Brief.</p>	<p>Arts & Cultural Development.</p> <p>Communications and Marketing</p>	<p>Participate Nillumbik.</p>
<p>External:</p> <p>Phase 6</p> <p>Future Nillumbik Committee or Ordinary Council Meeting</p> <p>Final 2022-26 Arts and Culture Strategy to Council for endorsement.</p> <p><u>Following Council Endorsement</u></p>	<p>January or early February 2022 – date to be confirmed.</p>	<p>Arts and Cultural Development to finalise the strategy.</p> <p>Reports to Council to be created.</p> <p>Major promotional campaign required in line with the project's</p>	<p>Arts & Cultural Development.</p> <p>Communications and Marketing</p>	<p>Participate Nillumbik.</p> <p>Website.</p> <p>Social Media</p>

Public Exhibition of ENDORSED 2022-26 Arts and Culture Strategy	Date tbc (day after endorsement)	Communications and Marketing Brief.		
Phase 7 Public launch of 2022-26 Arts and Culture Strategy	February 2022	Major promotional campaign required in line with the project's Communications and Marketing Brief. Public Launch Plan to be developed.	Arts & Cultural Development. Communications and Marketing	Multi-faceted opportunities - to be confirmed. Possible filmed or photographed event.

STEP 6: REPORT BACK TO THE COMMUNITY AND COUNCIL

WHAT WILL YOU REPORT BACK?	TO WHOM	HOW WILL YOU SHARE IT?	WHEN	RESPONSIBLE
Summary of Community Engagement	Council	Briefing		
Summary of Community Engagement	Participants	Online.		
Summary of Community Engagement	Key stakeholder groups	Online		
Summary of Community Engagement	Community	Online		

STEP 7: CLOSE THE LOOP (REPORT BACK TO THE COMMUNITY ON THE OUTCOME)

WHAT WILL YOU REPORT BACK?	TO WHOM	HOW WILL YOU REPORT BACK?	WHEN	RESPONSIBLE
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Outcome/decision report	Engaged participants	Participate Nillumbik		
Outcome/decision report	Key stakeholder groups	Participate Nillumbik		
Outcome/decision report	Community	Participate Nillumbik		

STEP 8: EVALUATION AND LESSONS LEARNED

COMMUNITY ENGAGEMENT LESSONS LEARNT

Project Name and Stage	
Date	
Participants	Participants role
	q Project Team Member
	q Project Manager
	q Community Engagement Staff
	q Communications Staff
	q Other NSC Staff
	q External Party/ Organisation

Lessons learnt are a reflection on what has occurred, in order to record, share and use the knowledge gained to identify areas for improvement and growth in both personal and professional contexts.

The following set of questions has been posed as a guide to assist you in your reflections on the community engagement process that you participated in. Taking time to reflect can help us identify approaches that have worked well and can reinforce good practice. Documenting your reflections also provides the opportunity for others to learn from your experience.

The Project	
Briefly describe the project and the decision to be made.	
What were the community engagement objectives? i.e.: What do we want to find out from the community?	
What were the community engagement activities?	
Who was involved?	

Reflecting on your recent community engagement experience can you tell us...

Lessons Learnt	
What went well?	
Why do you think it worked?	
Is there a general principle/ process that you could use again?	
What didn't go as well as planned?	
Why do you think it didn't work?	
What lessons can you share from this project?	
Do you have any other comments?	

COMMUNITY ENGAGEMENT EVALUATION

Rate the extent to which each of the following objectives was achieved and briefly explain what you based this rating on:

EVALUATION QUESTION	POOR	LESS THAN ADEQUATE	ADEQUATE	GOOD	EXCELLENT
Those interested or impacted by the project were engaged					
How we know this:					
Communication materials and engagement activities enabled meaningful participation					
How we know this:					
Input received from engagement activities influenced the decision-making process					
How we know this:					
Council upheld the promises made to the community about their level of influence					
How we know this:					
Feedback was provided to participants on how their input influenced the decision(s)					
How we know this:					
The engagement affected the reputation of the Council					
How we know this:					
Did you receive the support you needed to design and deliver your engagement program? Were there any barriers or enablers?					

APPENDIX A

National Arts and Culture Accord's definitions of arts and culture

- Core arts: music, performing arts, literature and visual arts, including established and emerging art forms, and inter-arts activities, education, collections and performances; whether they be individual or collective activities; for vocational or recreational purposes; and publicly accessible via galleries, libraries, theatres, cultural venues, training institutions, on-line and broadcast.
- Creative industries: Film, television production, broadcasting, electronic games, architecture, design and fashion, publishing, media and advertising; where diverse creative and business skills are harnessed for commercial production and dissemination.
- Cultural heritage: preservation and public access to artefacts and intangible cultural heritage (particularly indigenous culture) as undertaken by museums, galleries, libraries and archives.

Article 27 of the Declaration of Human Rights

Article 27 underpins every citizen's right to participate in the cultural life of the community and to enjoy the arts.

National Arts and Culture Accord

In 2013 the Australian Government's Minister for the Arts, state and territory arts and cultural ministers and the Australian Local Government Association on behalf of local government agreed to a National Arts and Culture Accord. The Accord recognizes the importance of the arts and the need to support strong and vibrant arts, cultural heritage and creative industries sectors. The Accord provides a framework for all tiers of government to work together to support Australian's artists, cultural institutions and creative industries, to ensure participation in the cultural life of their community and enjoy the arts.

Australian Local Government Association

The Australian Local Government Association's (ALGA) recognises that strategic cultural planning is integral to enabling local communities to respond to changing social, recreational, leisure and economic needs, and to address the increasing demand for cultural resources. It also recognises that cultural services include provision of libraries, museums, art galleries, performing arts centres, employment and provision of assistance to professional cultural workers. Local governments therefore have a responsibility, through the Accord, to set long-term objectives for cultural planning and the arts, support local institutions such as libraries and galleries, and utilise the arts to improve community health and wellbeing.

Local Government Act 1989

Section 3C of the Local Government Act 1989 provides for the promotion of social, economic, and environmental sustainability of the municipality; ensure best value services and efficient use of resources, and improvement of the overall quality of life for community members.

Creative State – Creative Victoria 4 year strategy

Creative Victoria, the peak statutory body for arts and culture for the State of Victoria, also recognises the investment that local government makes in the arts and culture sector which delivers important economic, social and cultural outcomes. This investment has significant impact on communities' liveability, social cohesion, education, employment and cultural tourism. In it's four

year strategy, *Creative State*, local government is identified as having an important role in the planning, development and provision of creative industry infrastructure and services.

Municipals Association Victoria (MAV)

Municipals Association Victoria (MAV) worked closely with Creative Victoria in developing Creative State. MAV similarly acknowledges that creativity and culture are central to our identity, to the liveability of our communities, to our social cohesion and to our productivity.

APPENDIX B. Survey Questions

ArtBeat

A pulse check for Arts & Culture in Nillumbik

PHASE 1 of Community Engagement Plan

On-line survey through the FORMS APP on PARTICIPATE NILLUMBIK

1. DATA COLLECTION. Location. Gender Identity. Age ranges. Household size. Plus any questions that have been standard in other PN surveys.
2. What are your interests in relation to arts and culture?
 - Craft
 - Visual Art
 - Ceramics
 - Literature/Literary Arts
 - Theatre
 - Dance
 - Music
 - Film Making
 - History and Heritage
 - New Media/Digital Art
 - Other (free text)
3. In what capacity do you participate in arts and culture? (tick all that apply)
 - a. emerging artist
 - b. mid-tier artist
 - c. established artist
 - d. creative business owner
 - e. hobby artist
 - f. audience member
 - g. student or teacher
 - h. arts administrator/producer
 - i. local history group member
 - j. engaged community member
4. What do you believe the 'artbeat' of Nillumbik is? (What do you enjoy/value the most in terms of arts and culture?)

Free text question.

This question should also be placed in the GATHER, VISIONER OR FORUM APP. Needs to be in both places. Survey responders should be directed towards this opportunity at the end of the survey.
5. 2 stage question

On a scale of 0 (lowest) to 10 (greatest) how important are the following to you?

On a scale of 0 (lowest) to 10 (greatest) how accessible/available are these in Nillumbik?

 - a. Connection to each other and your community
 - b. Access to a diverse range of arts and culture
 - c. The natural environment
 - d. Live music venues
 - e. Performance venues
 - f. Artist opportunities
 - g. Art awards/prizes

- h. Community arts
- i. Contemporary visual arts
- j. Experiencing arts and culture as part of your everyday life
- k. Creative economy and cultural tourism
- l. Cultural events
- m. Indigenous history and culture
- n. Exhibition opportunities and spaces
- o. Grants to enable artist run initiatives
- p. Grants to support arts/community organisations
- q. Literary arts
- r. Access to and preservation of local heritage
- s. Artist residency opportunities
- t. Nillumbik Shire Art Collection
- u. Live Music
- v. Theatre
- w. Dance
- x. Public art
- y. Socially engaged arts
- z. Township festivals
- aa. Arts and culture public programs
- bb. Advocacy for arts and culture
- cc. Development and growth of creative and cultural industries

6. Thinking of arts and culture in Nillumbik, what are your concerns? What is missing? What are the gaps?

Free text question.

This question should also be placed in the GATHER, VISIONER OR FORUM APP. Needs to be in both places. Survey responders should be directed towards this opportunity at the end of the survey.

7. Thinking of arts and culture in Nillumbik, what is being done well?
- Free text question.

This question should also be placed in the GATHER, VISIONER OR FORUM APP. Needs to be in both places. Survey responders should be directed towards this opportunity at the end of the survey.

8. Through participation in arts and culture, have you ever experienced: (TICK BOX – YES/NO)
- (a) A sparking of your imagination
 - (b) Health and wellbeing benefits
 - (c) An increased sense of safety and security
 - (d) Feeling values
 - (e) Social connectedness
 - (f) A sense that social differences have been bridged
 - (g) Other (please specify)

9. 2 stage question

(a) Are you aware of the following arts and culture activities supported by Council in Nillumbik? (tick all that apply)

(b) Which ones do you, or have you, engaged with? (tick all that apply)

- Nillumbik Shire Art Collection (Art/Public Art/Civic collections)
- Eltham Library Community Gallery Program

- Major collections exhibition
- Arts & Culture E bulletin
- Nillumbik Prize for Contemporary Arts
- Nillumbik Prize for Contemporary Writing
- Nillumbik Arts Facebook and Instagram
- Public art across the Shire
- Community art projects
- Arts & Culture focused events including festivals
- Local history groups
- Arts & culture advocacy
- War memorials
- Art/heritage trails and guides
- Publications (digital and printed)
- Nillumbik's creative spaces and places
- Artist employment opportunities
- Grants
- Community consultations
- Cultural consultations
- Information for community and artists
- Skill based workshops
- Promotion of community events and activities
- Policies and guidelines
- Arts & Cultural Advisory Committee
- Support of artists and creative businesses

10. On a scale of 0 (lowest) to 10 (greatest) how well serviced are arts and culture activities in Nillumbik?
11. On a scale of 0 (lowest) to 10 (greatest) how important are arts and culture services to you?
12. If you don't already do so, would you like to subscribe to the monthly Arts and Culture E Bulletin.

YES/NO

Email Address:

Roving Consultations – Possible Questions

1. What are your interests in relation to arts and culture?
2. In what capacity do you participate in arts and culture?
3. What do you believe the 'artbeat' of Nillumbik is? (What do you enjoy/value the most in terms of arts and culture?)
4. Thinking of arts and culture in Nillumbik, what are your concerns? What is missing? What are the gaps?
5. On a scale of 0 (lowest) to 10 (greatest) how well serviced are arts and culture activities in Nillumbik?
6. On a scale of 0 (lowest) to 10 (greatest) how important are arts and culture services to you

ELCG Art- Based Consultation

Commissioned artist to determine the activity and to provide all equipment and materials other than those already available in the gallery. Commissioned artist to focus on a single questions - What do you believe the 'artbeat' of Nillumbik is? (What do you enjoy/value the most in terms of arts and culture?) . To include availability of promo invitation for link to online pre-survey, provision of paper survey for onsite completion.



NILLUMBIK SHIRE COUNCIL

ARTS AND CULTURAL DEVELOPMENT

 artsinfo@nillumbik.com.au
 9433 3359
 nillumbik.vic.gov.au/Living-in/Arts-and-Cultural-Development
 facebook.com/NSCArts
 @nillumbikshire

Nillumbik Shire Council acknowledges the Wurundjeri as the traditional custodians of the land now known as the Shire of Nillumbik and values the significance of the Wurundjeri people's history as essential to the unique character of the Shire.

ARTS AND CULTURAL PLAN 2018-2022



*the local artistic heritage,
the natural environment
and community connectedness*

MAYOR'S MESSAGE

The Arts and Cultural Plan focuses on the big picture and the positive changes we can achieve in our community. The broader Council Plan sets Nillumbik on an exciting new trajectory, and the Arts and Cultural Plan provides the framework to deliver key aspects of that plan.

The Nillumbik Arts and Cultural Plan 2018-2022 complements the Council Plan 2017-2021 by giving arts prominence and recognising its significant cultural and economic contribution to our wider community.

The Arts and Cultural Plan is based on community values and is focused on outcomes. The *Travelling Teapot* creative consultations confirmed the community values as being the local artistic heritage, the natural environment and community connectedness – all of which are intertwined,

and described as the 'heartbeat' of Nillumbik. Through the *Travelling Teapot* there was an overwhelming call from the community for opportunities to engage with the arts as an everyday interaction.

I am certainly looking forward to the opportunities for diverse sectors, disciplines and demographics to participate in the cultural life of the community and to enjoy the arts: the *heARTbeat* of Nillumbik.

P. Clarke.

Cr Peter Clarke, Mayor



Winner of Nillumbik Prize 2017
People's Choice Award.
Jo Lane with Mayor Cr Clarke
Watcher
Photographer: Peter Houghton

ARTS AND CULTURAL PLAN 2018-2022



rich opportunities for the arts
to be a part of everyday life
and to support grassroots arts

FOREWORD

It is an exciting time for the arts, cultural and wider community of Nillumbik with the development of the Arts and Cultural Plan 2018-2022.

The Arts and Cultural Plan provides rich opportunities for the arts to be a part of everyday life in Nillumbik through public and participatory arts, and to support grassroots arts and cultural organisations. It recognises these organisations' contribution to health and wellbeing, the development of creative industries and the appreciation and understanding of what they add to Nillumbik's economy.

As you will see, the Arts and Cultural Plan is outcomes-focused, which will enable its true cultural value to be evaluated. Having a close personal association with the arts, I understand that the wider impact of the arts, over and above participation numbers, cannot be overestimated.

As Chair of the Arts Advisory Committee, I am proud to be working alongside Cr Jane Ashton and a diverse and expert committee comprising of Blaise van Hecke, Eugene Howard, Ute Leiner, Brian Gilkes, Michael Wilson, Matthew Blackwood and Julie Tipene O'Toole.

I thank the committee members for their contribution to the Arts and Cultural Plan. Both Cr Ashton and I are looking forward to working with the committee in the implementation of this exciting plan.

Cr Karen Egan, Deputy Mayor
Arts Advisory Committee Chair



Nillumbik Shire Council's
Arts Advisory Committee members
Photographer: David Adams

Celebrating Nillumbik's heARTbeat

ARTS AND
CULTURAL PLAN
2018-2022

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Deborah HALPERN, *Queen of the Shire* 2014
coloured glass tiles, fibreglass, aluminium, steel
470cm x 320cm x 50cm (overall)
Location: corner of Research-Warrandyte and
Kangaroo Ground-Warrandyte Roads, North Warrandyte
Public Art Collection: Nillumbik Shire Council.
Commissioned 2015 © Deborah Halpern
Photographer: Silvi Glattauer

WHY AN ARTS AND CULTURAL PLAN?

Creative communities and grassroots art practices are inherent to Nillumbik

Our artistic and cultural heritage

Nillumbik has long been renowned for, and continues to foster, its deep connections to the arts. In the early 1900s, Heidelberg School era artists, Clara Southern and Walter Withers, resided and painted in the locale. Clara Southern in particular encouraged many young artists to visit her in Warrandyte and several of them went on to establish studios of their own nearby.

Australia's oldest artist commune, Montsalvat, was founded in the 1930s by Justus Jorgensen. Montsalvat attracted significant artists, intellectuals, tradespeople and artisans including Matcham Skipper, Helen Lempriere, Leonard French and Albert Tucker. Montsalvat's unique grounds and buildings continue to nurture a community that celebrates the arts in all its forms.

In the 1940s, sustainable designer, Alistair Knox, and landscape designer, Gordon Ford, championed the earth building movement, setting the architectural visual language of the area now known as the 'Eltham style'. This style prevails today, demonstrated by the award-winning mud-brick buildings of contemporary architect, Greg Burgess, including Eltham Library and Wadambuk, St Andrews Community Centre.

The mid-century avant-garde generated such an abundance of creative activity that the pre-Nillumbik area became a key location for cooperative approaches in the arts across multiple disciplines. The Potters Cottage cooperative was founded in Warrandyte, based on the central philosophy that modern, handmade pottery could enhance the quality of contemporary life. Significant filmmaker, Tim Burstall, and the founder of the La Mama Theatre, Betty Burstall, moved to Eltham in the 1950s.

Cottles Bridge artist, Clifton Pugh (AO), a three-time Archibald Prize winner renowned for his contemporary landscape painting, established the Dunmoochin Artists Co-operative. Artists who have worked or resided at Dunmoochin include Rick Amor, Frank Hodgkinson, John Olsen and Mirka Mora.

Today the Dunmoochin Foundation, through its residential facilities, supports arts practice for a broad range of international and Australian artists and researchers.

The 1970s further reinforced Nillumbik as a creative destination when printmaker George Baldessin – who was integral to the dynamic revival of printmaking in Melbourne – set up his Bluestone studio in St Andrews with artist Tess Edwards. Today, the Baldessin Press & Studio is a not-for-profit organisation created in memory of the late George Baldessin (printmaker & sculptor 1939–1978). His original studio is now open to the public for creative use and as a practical legacy to living artists, perpetuating his generous and collaborative spirit. Each year the Baldessin Press and Studio, in conjunction with the State Library of Victoria, offer the *Amor Fellowship* for a printmaker to further their printmaking practice using research material from the library.

Since 1985, Nillumbik Shire Council has supported emerging literary talent through the Alan Marshall Short Story Award, named in honour of the former Eltham resident and Australian literary icon, Alan Marshall. Over 60 writers have won the award's open and local categories over its 32-year history, including Gillian Mears and Gary Disher. The award continues to share excellence in fiction writing with the local community and beyond. The strength of the literary arts extends to a thriving poetry community in Nillumbik.

For the past 30 years, artists from across Nillumbik have opened their studio doors to the public twice a year as part of the Nillumbik Artists Open Studios program. In 2017, over 40 established and emerging artists participated in the program. Artists Open Studios provides a rare glimpse into artists' private creative spaces and a unique opportunity to buy art directly from the maker. The program showcases a vast array of artistic practices including textiles, ceramics, painting, photography and metal sculpture – demonstrating the commitment to creativity in Nillumbik.

Nillumbik also supports and encourages artists across the wider creative sector. The Laughing Waters Artist Residency on the Yarra River in Eltham was established in 2001, through a partnership between Nillumbik Shire Council and Parks Victoria. Almost 100 local, Victorian, interstate and international professional artists have lived and worked at the two residences, *River Bend* and *Birrarung*, including John Nixon, Jill Orr, Miranda Burton and Elizabeth Gower. In 2015, the Australian Government's Department of Environment recognised the significance of this special place by funding the publication *Laughing Waters Road: Art, landscape and memory in Eltham* by local writer, Jane Woodlard.

The Nillumbik Prize has long been synonymous with the creative industry, and over the past several years has been held at Montsalvat. The prize is an award for excellence in contemporary visual art (in any medium), open to artists with a Nillumbik connection. The prize supports professional contemporary practice and celebrates the wider arts community's connection to Nillumbik's rich artistic and cultural heritage.

Complementing the Nillumbik Prize, the Eltham Library Community Gallery provides a diverse exhibition program that not only showcases traditional forms of art making but also new methods of art production, themes and ideas that are relevant to our times. The Eltham Library Community Gallery is an important platform for emerging artists, providing entry into professional practice.

Creative communities and grassroots arts practices are inherent to Nillumbik. After the devastating 2009 Black Saturday bushfires, community-led creativity was key to disaster recovery. Creative initiatives provided respite, solace and communal feeling, giving members of the community, many of whom had never before engaged with the arts, a conduit to recovery.

In 2017, four artists extended their contemporary artistic practice through the *Living in the Landscape Public Art Incubator*. Each of their projects, developed through participation with community groups, resulted in ephemeral public art projects that promoted and reflected Nillumbik's unique and culturally rich environment. Future projects will continue to explore contemporary public art practice with a particular emphasis on digital media.

The diverse arts practice within the Shire has directly informed and contributed to Council's Arts Collection Policy. This important collection includes works by historically significant local artists such as Walter Withers, Clifton Pugh and George Baldessin, as well as works by contemporary artists such as Peter Wegner, Dale Cox, Deborah Halpern and Jessie Imam.

Likewise, Nillumbik Shire Council's Youth Services have long engaged the young people of Nillumbik through the arts, and this continues to grow, particularly through Nillumbik Youth Theatre.

Nillumbik's wider cultural heritage is celebrated through 12 local history groups that operate independently but collaboratively through the Yarra Plenty Heritage Group. Their work is a testament to a thriving cultural heritage sector and the devotion and passion of numerous volunteers and the success of their community outreach. Volunteering is one of the bedrocks of Nillumbik's community connectedness, and the local history network provides an avenue for active contribution and engagement.

The Travelling Teapot creative consultation confirmed that our long and close association with the arts is inextricably linked with the natural environment and that community connectedness, is the 'heartbeat' of Nillumbik. This consultation demonstrated that contemporary art is valued highly by the Nillumbik community. *The Travelling Teapot* participants overwhelmingly expressed a desire for increased support and opportunities for contemporary art and wanted to engage with the arts as an everyday interaction.

In the 1970s, Australian literary icon Alan Marshall wrote *Pioneers and Painters* to capture 100 years of the Shire of Eltham's history. He wrote:

'not only an outline of past achievements, but also a vivid, visual record of the excellent work being done in the Shire today in an attempt to explain why it has such an attraction both for the people who live there and its many visitors'.

This statement still holds true for Nillumbik as a location that continues to draw and nurture people's artistic talents and as a place for people to share and enjoy the arts and local culture.



Figure 1: Context for the development of the Arts and Cultural Plan

The broader policy context

Participation in the cultural life of the community and enjoyment of the arts is a fundamental human right under Article 27 of the Declaration of Human Rights (see Figure 1).

In 2013, the National Arts and Culture Accord was endorsed by the Federal Minister for the Arts, by state and territory arts and cultural ministers, and by the Australian Local Government Association.

The Accord recognises the importance of the arts and the need to support strong and vibrant arts, cultural heritage and creative industries. It provides a framework for all tiers of government to work together to support Australian artists, cultural institutions and creative industries, to enable Australians to participate in the cultural life of their community and enjoy the arts.

The Australian Local Government Association (ALGA) recognises that strategic cultural planning is integral to enabling local communities to respond to changing social, recreational, leisure and economic needs, and to address the increasing demand for cultural resources. It also recognises that cultural services include provision of libraries, museums, art galleries, performing arts centres, employment and provision of assistance to professional cultural workers.

Local governments therefore have a responsibility, through the Accord, to set long-term objectives for cultural planning and the arts, support local institutions such as libraries and galleries, and utilise the arts to improve community health and wellbeing.

Section 3C of the *Local Government Act 1989* (Vic) provides for the promotion of social, economic and environmental sustainability of a municipality; advocates for best value services and efficient use of resources; and promotes improvement of the overall quality of life for community members.

Creative Victoria is the peak statutory body for arts and culture for Victoria. It recognises the investment that local government makes in the arts and culture sector and their important economic, social and cultural outcomes. This investment has significant impact on communities' liveability, social cohesion, education, employment and cultural tourism. In Creative Victoria's four-year strategy, *Creative State*, local government is identified as having an important role in the planning, development and provision of creative industry infrastructure and services.

Municipal Association Victoria (MAV) worked closely with Creative Victoria in developing *Creative State*. MAV also acknowledges that creativity and culture are central to our identity, to the liveability of our communities, to our social cohesion and to our productivity.

The local context

Culture is built on a community's beliefs and values, and the arts are an expression of our culture. Strong cultural planning is based on community values.

The Arts and Cultural Plan 2018–2022 will:

- respond directly to the goals of the Council Plan 2017–2021:
 - engaged, connected communities
 - safe and healthy environments
 - a prosperous economy
 - active and creative people
 - responsible leadership.
- be based on community values and a diverse spread of community needs and aspirations
- be evidence based
- enable the community to actively contribute to the development, implementation and evaluation of the plan
- be consistent with the National Arts and Culture Accord's definition of arts and culture:
 - **core arts:** music, performing arts, literature and visual arts, including established and emerging art forms, and inter-arts activities, education, collections and performances; whether they be individual or collective activities; for vocational or recreational purposes; and publicly accessible via galleries, libraries, theatres, cultural venues, training institutions, on-line and broadcast
 - **creative industries:** film, television production, broadcasting, electronic games, architecture, design and fashion, publishing, media and advertising; where diverse creative and business skills are harnessed for commercial production and dissemination
 - **cultural heritage:** preservation and public access to artefacts and intangible cultural heritage (particularly Indigenous culture) as undertaken by museums, galleries, libraries and archives.
- be consistent with the Health and Wellbeing Plan 2017–2021
- activate mechanisms for evaluation and measurement.

Nillumbik Shire Council has worked closely with Cultural Development Network and will adopt its Schema for Measurable Cultural Outcomes (see culturaldevelopment.net.au/planning/policy-domains/). The Measurable Cultural Outcomes can be applied across the five policy domains that relate to the Council Plan 2017–2021 (see Figure 2).

The Travelling Teapot: identifying community values

Between June and September 2017, over 300 community members generously contributed to the Arts and Cultural Plan 2018–2022, via *The Travelling Teapot*, an initiative that included roving creative focus groups to explore what the local community values in Nillumbik and how their values relate to arts and culture.

Twelve focus group sessions were convened in each ward of Nillumbik. The demographics were diverse: children to seniors, representatives from the arts, local history, traders and industry, sport and recreation, emergency services, and the wider community. As the name suggests, in addition to the creative focus groups, *The Travelling Teapot* also journeyed throughout Nillumbik. Popping up in unlikely places, over more cups of tea, the creative consultants, met with many people 'on the street'.

Concurrently, an online survey campaign was run. Survey respondents overwhelmingly represented the arts audience sector and demonstrated a strong interest in a holistic notion of culture and the importance of its ownership by the whole of community. The data obtained from the survey correlated with that gathered through *The Travelling Teapot*.

Three key values were confirmed through the process (see Figure 3). Overwhelmingly, the community called for:

- progressive contemporary arts and the embracing of new technology and media
- everyday interactions with innovative public art, participatory arts and performing arts, especially music
- opportunities for community to come together and exchange ideas
- space for production and presentation, place making and place activation
- increased availability of grants and flexible funding models
- greater access to the Nillumbik Shire Art Collection
- strong interest in learning more of the local Indigenous heritage
- mentoring and networking opportunities.

The Australia Council's 2017 National Arts Participation Survey cites that 98% of Australians engage with the arts (see australiacouncil.gov.au/research/connecting-australians/). *The Travelling Teapot* focus group sessions and survey results closely reflect the national creative conversation and participation in the arts, particularly in relation to:

- progressive contemporary arts that challenge the participant or viewer
- a holistic interpretation of public art with a call for participatory and experiential arts in the public realm
- a strong appreciation and call for music in all its forms.



Figure 2: Policy domains for local government planning

Source: Cultural Development Network, 2016, culturaldevelopment.net.au/planning/policy-domains/



Figure 3: The key values underlying the Arts and Cultural Plan

Teapot: Sue McCormick and Judith Hoffman, *Communi'Tea'*, 2017, Stoneware clay, hand thrown with attachments. Photographer: David Adams



Deborah Halpern studio 2014
Photographer: Roger Brooks

ARTS AND CULTURAL PLAN 2018-2022

Foster active lifestyles and artistic expression through participation and innovation

The Arts and Cultural Plan 2018-2022 will set the parameters for Arts and Cultural Development to lead the delivery of strategic objective 2 of the Council Plan 2017-2021 to foster active lifestyles and artistic expression through participation and innovation.

The Arts and Cultural Plan will also work to support other service units to deliver numerous other strategies across all five policy domains of the Council Plan. Several actions can serve multiple strategies and utilise economies of scale in doing so.

Vision

That the community's values relating to the natural environment, sense of community connectedness and artistic heritage are honoured and celebrated through diverse opportunities of creative participation.

Mission

To enable participation in the cultural life of the community and to enjoy the arts by providing diverse and innovative opportunities for active lifestyles and artistic expression.

Goals of the Arts and Cultural Plan

The Arts and Cultural Plan 2018-2022 will provide a spectrum of community cultural development based on the three key values identified in the community consultation.

The portfolio structure is non-linear, with a spectrum of three community cultural development portfolio areas intersecting with each other. Allied to the three portfolios are the key goals of the plan (see Figure 4, next page).

Goal 1: Public and participatory arts are an every day experience

Natural environment – Public and participatory arts portfolio

Goal 2: Develop and grow creative and cultural industries

Artistic heritage – Creative industry portfolio

Goal 3: Support and promote arts and cultural activities that maximise access

Community connectedness – Community arts portfolio

The Arts and Cultural Plan correlates with the Council Plan 2017-2021's goals, strategic objectives and priority actions.

The Arts and Cultural Plan is strategically focused on goals and outcomes, and as such is deliberately high level. Integral to this plan are:

- inputs – the resources required
- outputs – the range of activity types
- outcomes – the overarching impact this plan intends to achieve.

In focusing on outcomes, as well as outputs, the Arts and Cultural Plan will measure cultural value, over and above participation numbers.



Figure 4: The intersection of the Arts and Cultural Plan's values, portfolios and goals and Council Plan Priority Actions

Key features of the plan: a summary

The following pages summarise the main aspects of the Arts and Cultural Plan. The subsequent Outcomes Matrix expands upon the intended outcomes of each goal based upon the spectrum of Cultural Development Network's Schema of Measurable Cultural Outcomes adopted under this plan.



GOAL 1

Public and participatory arts are an every day experience



Robert BAINES
Transaction (detail) 1994
Stainless steel
30cm-320cm x 175cm x 500cm (irregular)
Public Art Collection: Nillumbik Shire Council
Photographer: Silvi Glatbauer

IDENTIFIED COMMUNITY VALUE

Natural environment

The environment is the very essence of why we live where we live. The natural environment is ingrained in our everyday culture. This is manifested and expressed deeply through the arts.

PUBLIC AND PARTICIPATORY ARTS PORTFOLIO THEORY OF CHANGE

In establishing an innovative and participatory public arts program as an everyday experience, we will work to industry best practice frameworks to meet contemporary standards and values. We will invest in the local cultural heritage and provide a legacy for future generations.

WHY?

Adopting art-based participation models can be a powerful tool for engaging community debate on the use of public space. When a community becomes involved from the design through to the realisation phase of a project it can enhance their sense of belonging, encouraging them to become custodians of their local environment.

(State Government of Victoria, Creative Victoria, 2013, *The arts ripple effect*, p. 6.2)

RANGE OF KEY INPUTS

- cross-functional collaborations
- external collaborations and funding partners
- Arts Advisory Committee
- natural and built environments and facilities.

RANGE OF ACTIVITY TYPES AND OUTPUTS

- activation of place and spaces through innovative public and participatory arts, incorporating new opportunities for literary and performing arts
- new opportunities for site-specific artist-led initiatives
- visible, active and productive relationship with Wurundjeri Tribe, Indigenous artists and engagement with the wider community
- development and implementation of a Percent for Art Policy and a Public Art Strategy.

MEASURABLE OUTCOMES

- Vibrant and rich cultures:
 - creativity stimulated
 - aesthetic enrichment experienced
 - new knowledge and insights gained
 - cultural diversity
 - belonging to shared heritage.
- Sustainable built and natural environments:
 - sense of place
 - connection to natural world
 - contribute to neighbourhood character.

INDICATORS

- qualitative data
- quantitative data
- participant observations
- expert opinion
- most significant change.

GOAL 2

Develop and grow creative and cultural industries



Practically Green Festival
The Slow Art Collective
Archi Loom 2 (detail) 2015
Photographer: Nilumbik Shire Council

it into the hands of Nilumbik's Most
listener, enabler, challenger, partner
with a friend & you can't know
the underutilised resources and untapped

IDENTIFIED COMMUNITY VALUE

Artistic heritage

The arts are valued as an inherent aspect of everyday life and appreciated as a key part of local identity. This applies to non-artists and practising artists alike. Regardless of participation or uptake, the arts are appreciated for the essence of their presence.

CREATIVE INDUSTRIES PORTFOLIO

THEORY OF CHANGE

Investment in diverse practice areas will support a spectrum of creatives and a thriving creative economy. The ripple effect of this will enhance cultural tourism and provide greater opportunities for the wider community to participate.

WHY?

The skills associated with artistic practices – creative thinking, self-discipline, collaboration, risk taking, and innovation – are skills that are in great demand in our contemporary knowledge economy. Investment in cultural infrastructure and events contributes to local economies by providing a focal point to attract tourist dollars and help promote a city's image as a cultural destination and by attracting highly skilled and educated workers to communities.

(State Government of Victoria, Creative Victoria, 2013, *The arts ripple effect*, p. 4.2)

RANGE OF KEY INPUTS

- cross-functional collaborations
- external collaborations and funding partners
- Arts Advisory Committee
- Nilumbik Shire Art Collection
- natural and built environments and facilities.

RANGE OF ACTIVITY TYPES AND OUTPUTS

- support and facilitation for the development of Nilumbik's creative industries, that includes the performing arts and music sector, alongside Nilumbik's established visual and literary arts sector
- launch and implementation of a new residency program and lucrative bi-annual prize models that invest in professional practice and innovation
- innovative opportunities for engagement with the Nilumbik Shire Art Collection, alongside major bi-annual exhibitions
- development of gallery and theatre Master Plan.

MEASURABLE OUTCOMES

- Vibrant and rich cultures:
 - creativity stimulated
 - aesthetic enrichment experienced
 - new knowledge and insights gained
 - cultural diversity
 - belonging to shared heritage.
- Dynamic resilient local economies:
 - skills development
 - economic benefit derived
 - local economy supported.

INDICATORS

- qualitative data
- quantitative data
- participant observations
- expert opinion
- most significant change.

GOAL 3

Support and promote arts and cultural activities that maximise access



IDENTIFIED COMMUNITY VALUE

Community connectedness

The community's extremely strong sense of identity and ownership and its connection with the environment and heritage are intertwined. The importance of grassroots networks, volunteerism, and neighbourly support translates to an appreciation of diversity, collaboration, and the building of resilience.

COMMUNITY ARTS PORTFOLIO

THEORY OF CHANGE

We recognise the benefits of arts and cultural participation, the positive impact this has on health and wellbeing, connectivity and inclusiveness, and its role as a conduit to freedom of expression and the building of bridges.

WHY?

Research indicates the value of acknowledging different 'community identities'. Communities that are able to embrace diversity, creative expression and cultural activity are richer, stronger and more able to deal with social challenges.

(State Government of Victoria, Creative Victoria, 2013, *The arts ripple effect*, p. 11)

RANGE OF KEY INPUTS

- cross-functional collaborations
- external collaborations and funding partners
- Arts Advisory Committee
- natural and built environments and facilities.

RANGE OF ACTIVITY TYPES AND OUTPUTS

- continued support and development of Nilumbik's local history and cultural sectors, including the Yarra Plenty Heritage Group, and grassroots community arts and cultural organisations
- greater access to grants to enable community-driven initiatives
- weaving local history and cultural heritage into a broader interpretation through community cultural development practice
- celebration of cultural diversity and inclusion through community arts.

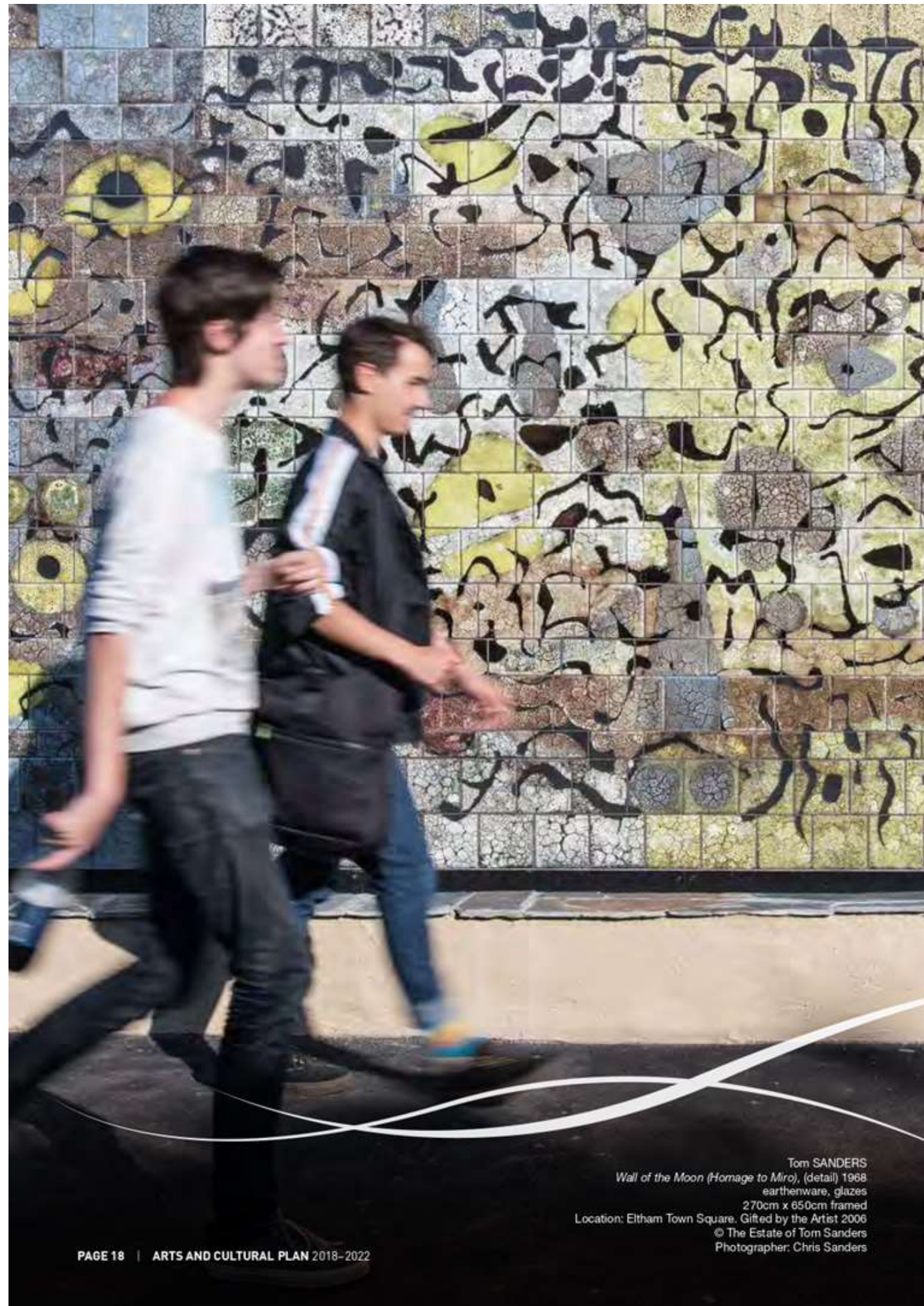
MEASURABLE OUTCOMES

- Vibrant and rich cultures:
 - creativity stimulated
 - aesthetic enrichment experienced
 - new knowledge and insights gained
 - cultural diversity
 - belonging to shared heritage.
- Healthy, safe and inclusive society:
 - equitable opportunity
 - sense of safety and security
 - good health and wellbeing
 - bonding and bridging
 - recognition from valued others.

INDICATORS

- qualitative data
- quantitative data
- participant observations
- expert opinion
- most significant change.

Arts and Cultural Plan launch 2018
Djirri Djirri Dance Group
(Left to right) Stacie Piper, Ky-ya Nicholson-Ward, Mandy Nicholson, SueAnn Hunter
Photographer: Steve McKenzie



Tom SANDERS
Wall of the Moon (Homage to Miro), (detail) 1968
earthenware, glazes
270cm x 650cm framed
Location: Eltham Town Square. Gifted by the Artist 2006
© The Estate of Tom Sanders
Photographer: Chris Sanders



Figure 5: The broader strategic alignment of the Arts and Cultural Plan

OUTCOMES MATRIX *Active and creative people*

Active lifestyles and artistic expression are fostered through participation and innovation.

GOALS	GOAL 1	GOAL 2	GOAL 3
	Public and participatory arts are an every day experience.	Develop and grow creative and cultural industries.	Support and promote arts and cultural activities that maximise access.
IDENTIFIED COMMUNITY VALUES	Environment: The environment is the very essence of why we live where we live. The natural environment is ingrained in our everyday culture. This is manifested and expressed deeply through the arts.	Artistic heritage: The arts are valued as an inherent aspect of everyday life and appreciated as a key part of local identity. This applies to non-artists and practicing artists alike. Regardless of participation or uptake, the arts are appreciated for the essence of their presence.	Community connectedness: The community has an extremely strong sense of identity and ownership. Its connection with the environment and heritage are intertwined. The importance of grassroots networks, volunteerism and neighbourly support translates to appreciation of diversity, collaboration and the building of resilience.
THEORY OF CHANGE	In establishing an innovative and participatory public arts program as an everyday experience, we will work to industry best practice frameworks to meet contemporary standards and values. We will invest in the local cultural heritage and provide a legacy for future generations.	Investment in diverse practice areas will support a spectrum of creatives and a thriving creative economy. The ripple effect of this will enhance cultural tourism and provide greater opportunities for the wider community to participate.	We recognise the benefits of arts and cultural participation, the positive impact this has on health and wellbeing, connectivity and inclusiveness, and its role as a conduit to freedom of expression and the building of bridges.
WHY	Adopting art-based participation models can also be a powerful tool for engaging community debate on the use of public space. When a community becomes involved from the design to realisation phase of a project it can enhance their sense of belonging, encouraging them to become custodians of their local environment. (State Government of Victoria, Creative Victoria, 2013, <i>The arts ripple effect</i> , p. 4.2)	The skills associated with artistic practices – creative thinking, self-discipline, collaboration, risk taking, and innovation – are skills that are in great demand in our contemporary knowledge economy. Investment in cultural infrastructure and events contributes to local economies by providing a focal point to attract tourist dollars and help promote a city's image as a cultural destination and by attracting highly skilled and educated workers to communities. (State Government of Victoria, Creative Victoria, 2013, <i>The arts ripple effect</i> , p. 4.2)	Research indicates the value of acknowledging different 'community identities'. Communities that are able to embrace diversity, creative expression and cultural activity are richer, stronger and more able to deal with social challenges. (State Government of Victoria, Creative Victoria, 2013, <i>The arts ripple effect</i> , p. 11)

Measurable outcomes: While the outputs can answer most outcomes, the most noted outcomes are indicated. The range of priority actions and signature activity types are indicated below.

OUTCOMES	ENVIRONMENT			SOCIAL			CULTURAL			ECONOMIC			SOCIAL			CULTURAL		
	Sense of place	Connected to natural world	Neighbourhood character	Sense of safety and security	Equitable opportunity		Creativity stimulated	Authentic enrichment	New knowledge gained	Skill development	Economic benefit derived	Local economy supported	Good health and wellbeing	Bonding bridging	Recognition from valued others	Cultural diversity	Belonging to shared heritage	
Activation of places and spaces through innovative public and participatory arts, incorporating new models for literary and performing arts.	✓	✓	✓	✓			✓	✓	✓	✓		✓				✓	✓	
New opportunities for site-specific artist-led initiatives.	✓	✓	✓	✓			✓	✓		✓					✓	✓	✓	
Visible, active and productive relationship with Wurundjeri Tribe, Indigenous artists and engagement with the wider community.	✓	✓	✓		✓		✓		✓	✓				✓	✓	✓	✓	
Development and implementation of a Percent for Art Policy and a Public Art Strategy.	✓	✓	✓	✓	✓		✓	✓				✓						
Support and facilitation for the development of Nillumbik's creative industries, that includes the performing arts and music sector, alongside Nillumbik's established visual and literary arts sector.	✓				✓		✓	✓	✓	✓		✓		✓	✓		✓	
Launch and implementation of a new residency program and lucrative biannual prize models that invest in professional practice and innovation.	✓						✓	✓	✓	✓					✓			
Innovative opportunities for engagement with the Nillumbik Shire Art Collection, alongside major bi-annual exhibitions.	✓						✓	✓	✓	✓		✓			✓		✓	
Development of a gallery and theatre Miesler Plan.	✓						✓		✓			✓						
Continued support and development of Nillumbik's local history and cultural heritage sectors, including the Yarra Plenty Heritage Group, and grassroots community arts and cultural organisations.		✓	✓	✓	✓		✓	✓	✓				✓	✓	✓	✓	✓	
Greater access to grants to enable community-driven initiatives.			✓				✓	✓	✓	✓				✓	✓	✓	✓	
Weaving local history and cultural heritage into a broader interpretation through community cultural development practice.	✓	✓	✓	✓	✓		✓	✓	✓	✓		✓		✓	✓	✓	✓	
Celebration of cultural diversity and inclusion through community arts.	✓		✓	✓	✓		✓	✓	✓	✓				✓	✓	✓	✓	

The delivery of other Council Plan goals are indicated below.

Range of infrastructure that encourages people of all ages to participate in a variety of active and passive opportunities.	✓	✓	✓	✓	✓		✓	✓	✓					✓	✓	✓	✓	
Work with Wurundjeri people to identify economic opportunities for environmental and cultural services.	✓	✓			✓				✓	✓		✓						
Strengthen the focus on social inclusion, building social capital and connection with communities.			✓	✓	✓		✓		✓	✓				✓	✓	✓	✓	
Contribute to the implementation of the Health & Wellbeing Plan 2017-21.					✓		✓	✓	✓	✓				✓	✓	✓	✓	
Support and promote The Arsen Hill's businesses and destinations.	✓			✓	✓			✓	✓	✓		✓						
Develop a visionary plan for Precincts 3&4 in the Eltham Activity Centre.	✓			✓	✓		✓		✓			✓						✓

ACKNOWLEDGEMENTS

Much community input has contributed to the Arts and Cultural Plan 2018–2022, with diverse representation from the arts community and the wider community across the Shire of Nillumbik.

Such input was generated through *The Travelling Teapot* creative consultation. *The Travelling Teapot* was the brainchild of creative consultants, Evi Van der Niet and David Adams of Little Lightening Stories. Little Lightening Stories shared the vision and nuanced brief from the Arts and Cultural Development unit, and collaborated with the Living & Learning Nillumbik's Clay MakerSpace artists from Living & Learning Nillumbik's Eltham studio to create *The Travelling Teapot*.

The bespoke *Travelling Teapot* tea sets were instrumental icons of the project, and were created by the following Living & Learning Nillumbik's Clay MakerSpace artists:

Melanie Anderson	Judith Hoffmann
Julie Barrington	Sue McCormick
Rae Bateman	John Maude
Susan Carter-Nash	Sherryl Orchard
Carmel Ceglia	Jodie Phelan
Dianne Collins	Anne Sfetkidis
Ann Curry	Chantal Stewart
Josephine Cassar	Lorraine Taylor
Cathy Field	Jenny Wegner
Joanne Heriot	Bee Yap

Many thanks to the Nillumbik Living & Learning Clay MakerSpace artists for their generosity in volunteering their time and expertise. Their legacy will be ongoing as *The Travelling Teapot* sets will become part of the Nillumbik Shire Civic Art Collection.

As *The Travelling Teapot* journeyed throughout Nillumbik, the consultation drew out the stories, the vision, values and the *heARTbeat* from diverse sectors of the community. All contributed to this plan. Collaboration with community groups to host *The Travelling Teapot* was much appreciated, with many thanks to the following committees of management:

- Allwood Neighbourhood House
- Cube Z Gallery
- Eltham & District Woodworkers Association
- Hurstbridge Town & Country Connect
- Slovenian Association Melbourne
- St Andrews Community Centre

Projects like this cannot be undertaken in a silo. We thank the many cross-functional collaborators across Council who worked closely with Arts and Cultural Development including Community Halls, Edendale, Youth Services, and, in particular, Living & Learning Nillumbik.

COVER IMAGE

Arts and Cultural Plan launch 2018
Amy Grisold
Photographer: Steve McKenzie

Arts and Cultural Plan background design from Teapot:
Sue McCormick and Judith Hoffman,
Communi' Tea', 2017,
Stoneware clay, hand thrown with attachments.
Photographer: David Adams

GLOSSARY

TERM	DEFINITION
Arts discipline	A type of art form (e.g. visual arts, literary arts, performing arts)
Artist-led initiative	A project led by an artist or artists
Avant-garde	New experimental artists and ideas
Cultural heritage	Community expression of a way of living through artistic and cultural knowledge and customs passed from generation to generation
Cultural value	Impact of arts and cultural activity
Community arts	Any community-led arts process
Community cultural development	Community-led artist processes with a focus on change
Community-led	Project initiated, run and owned by community to address their own needs
Contemporary arts	Art produced in the late 20th century or by artists living in the 21st century
Creative industries	Industries with a principal purpose relating to cultural, artistic and heritage goods and services
Culture	Beliefs and values of a community
Inputs	Resources required for a process or action
Literary arts	Creative writing or literature (e.g. short story, poetry)
Local history	Study of cultural and social past events in a local context
New media	Arts created with digital technology
Outcomes	Change as result of outputs, that lead to impact
Outputs	Activities and the delivery of services
Participatory arts	An artistic discipline in which the audience is directly engaged in the creative process
Performance arts	Non-traditional arts practice featuring live presentations, with and without audiences (includes literary and performing arts among others)
Performing arts	Artists utilise bodies and voices and perform before an audience, comprising any arts discipline or form and includes, but is not limited to, acting, dance, and music
Place activation	Planning for diverse human activity and interaction in a given public place or space
Placemaking	Planning, design and management of public places utilising community assets for community wellbeing
Public arts	Any art/media intended for presentation in the public domain and accessible by all
Social capital	The value of effectively functioning social networks and relationships within a community
Visual arts	Arts that are appreciated through sight, such as painting, sculpture, film



Road Management Plan 2017



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1 Executive Summary

The Shire of Nillumbik is located less than 25 kilometres north-east of Melbourne, covers an area of 432 square kilometres and has a population of approximately 62,600 people. Within the Shire, Nillumbik Shire Council (Council) is responsible for an extensive network of physical assets including approximately 430 kilometres of sealed roads, 330 kilometres of unsealed roads and 310 kilometres of sealed pathways.

Council has a statutory duty under the Road Management Act 2004 to act 'reasonably' by inspecting and maintaining assets to protect the travelling public.

This Road Management Plan (Plan) has been developed to establish a management system for Council to inspect, maintain and repair public roads and related assets for which it is responsible.

The main purpose of this Plan is to:

1. comply with relevant legislative requirements
2. consider the needs and expectations of the road and footpath user
3. balance the economic, social, safety and environmental expectations of the community
4. consider the affordability, available resources and management of risks when determining levels of service
5. outlines and lists the documents that support the Plan

The Plan is intended to be a dynamic document and, as such, there is a need for regular review, refinement and improvement. This will ensure that the Plan is in accordance with responsible asset management, changing technology, climatic conditions and, in particular, Council and community requirements and expectations.

The key elements of this Plan are:

- the Register of Public Roads for which Council is responsible
- the systems that Council uses to manage hazards and defects on its public road network
- schedules of maintenance standards used by Council for inspection, intervention and response.

The maintenance systems and processes established by this Plan form the basis of Council's legal defence against claims in negligence arising from defective components of the road and footpath network.

2 About this Road Management Plan

2.1 Legislative basis for the Road Management Plan

This Road Management Plan (Plan) has been prepared in accordance with the following Acts:

- Local Government Act 1989
- Road Management Act 2004

Associated with the Road Management Act 2004 are the following Regulations that came into effect 1 July 2005:

- Road Management (General) Regulations 2005
- Road Management (Works and Infrastructure) Regulations 2005

Nillumbik Shire Council (Council) is the 'Co-ordinating Road Authority' for municipal roads within its boundaries and is responsible for their care and management.

The Plan has been reviewed with regard to the following Council plans, policies, strategies and adoptions:

- The Council Plan
- Road Asset Management Plan
- Tree Management Policy and Tree Management Guidelines
- Nillumbik Trail Strategy
- Adopted Operational and CAPEX (Capital Expenditure) Budget
- Risk Management Policy and Framework
- Local Laws
- Minor maintenance agreements between VicRoads and Council

To the extent any plan, budget, strategy, agreement or study of Council (as may be amended by Council from time to time) is necessary or required for Council to meet or fulfil the requirements of the Plan or to properly discharge its duties and responsibilities under the Road Management Act 2004, the relevant document is deemed to be incorporated by reference into, and to form a part of, the Plan.

2.2 Purpose of the Road Management Plan

The purpose of this Plan is to establish a management system for Council to inspect, maintain and repair its public roads. It achieves this by:

1. complying with relevant legislative requirements
2. considers the needs and expectations of the road and footpath user
3. balances the economic, social, safety and environmental expectations of the community

4. considers the affordability, available resources and management of risks when determining levels of service
5. outlines and lists the documents that support this Plan.

It also sets the relevant standard in relation to discharging of its statutory duties in the performance of those road management functions.

The key elements of this Plan are:

- the Register of Public Roads for which Council is responsible
- the asset management systems and processes that Council uses to manage hazards and defects on its public road network
- the levels of service that detail maintenance practises in managing Councils public road network.

To complement the Plan, a Road Asset Management Plan has been developed to outline the key elements involved in managing that asset. It combines management, financial, engineering and technical practices to ensure that the level of service required by user groups is provided at the lowest long-term cost to the community within the limits of any economic constraints that may be imposed by Council.

2.3 Key stakeholder

The key stakeholders who are users of the road network and/or are affected by it include:

- residents, businesses, tourists and visitors to the area
- pedestrians, including those with disabilities and the elderly with restricted mobility
- users of mobility scooters, wheel chairs, prams and other mobility devices
- vehicles (as defined by the Road Safety Act 1986) such as trucks, buses, commercial vehicles, cars, motor cycles, bicycles and an animal that is being ridden or is drawing a vehicle
- emergency authorities (Police, Fire, Ambulance, SES)
- utility agencies that use the road reserve for their infrastructure (water, sewerage, gas, electricity, telecommunications)
- Council as the responsible road authority
- state and federal government that periodically provides support funding to assist with management of the public road network.

2.4 What is a "Road"?

A **"Road"** by definition in the Local Government Act 1989 includes a street, right of way, cul de sac, by-pass, bridge or ford, pathway, bicycle path, nature strip, culvert, kerbing or other land or works forming part of the road.

"Public Road" is a freeway, arterial road, a road declared under the Local Government Act, Melbourne City Link or a road set aside on a plan of subdivision.

“Arterial Roads” are Highways & Declared Main Roads which are managed by the State Government through VicRoads.

“Municipal Roads” are roads for which the municipal council is the responsible Road Authority. The Road Management Act imposes specific duties on a council with respect to the inspection, repair and maintenance of its municipal public roads which are those that are reasonably required for general public use.

“Other Roads” include roads in State forests and reserves, and roads on private property. The municipal council is not responsible for the care and maintenance of these.

2.5 Meaning of terms

Unless inconsistent with the context or subject matter, terms used in this Plan have the same meaning as the specific definitions included in the Road Management Act 2004. For the purposes of the Plan the following additional terms shall be defined as:

Compulsory means the defect will be rectified in accordance with the response times recorded within the Road Management Plan.

Defect means an identified group of like features, together with their location, the condition of which is outside the Intervention Level.

Hazard means an issue which has a high likelihood to create danger or serious inconvenience to users of the road or footpath network.

Highway means a road or road-related area as defined by the Road Safety Act 1986.

Intervention Level means the level at which works on an asset is required to be undertaken. May be expressed in terms of a threshold condition of the asset, frequency for performing work or response time.

Response Times in days refer to business days (unless stated otherwise) and excludes weekends and public holidays. The days comprising any period of days computed in accordance with this clause must be deemed to be consecutive if interrupted only by days which are not taken into account under this clause.

Roadside are those residual areas between the edge of the road or back of the kerb and the adjacent property boundary not occupied by footpath.

Road Reserve is the area vested in the relevant coordinating road authority for the purpose of housing community assets, such as roads and footpaths. This area is typically the reserve between two opposing property boundaries.

Service Level Agreement refers to the maintenance performance criteria used to achieve the adopted levels of service in accordance with this Plan.

2.6 Duty of road user

All road users have a duty of care under the Road Management Act 2004, with particular obligations prescribed in the Road Safety Act 1986, which states:

"(1) A person who drives a motor vehicle on a highway must drive in a safe manner having regard to all the relevant factors.

(2) A road user other than a person driving a motor vehicle must use a highway in a safe manner having regard to all the relevant factors.

(2A) For the purposes of subsections (1) and (2) and without limiting their generality, the relevant factors include the following—

- (a) the physical characteristics of the road;*
- (b) the prevailing weather conditions;*
- (c) the level of visibility;*
- (d) the condition of any vehicle the person is driving or riding on the highway;*
- (e) the prevailing traffic conditions;*
- (f) the relevant road laws and advisory signs;*
- (g) the physical and mental condition of the driver or road user.*

(3) A road user must—

- (a) take reasonable care to avoid any conduct that may endanger the safety or welfare of other road users;*
- (b) take reasonable care to avoid any conduct that may damage the road*
- (c) take reasonable care to avoid conduct that may harm the environment of the road reserve.*

2.7 Availability of the Road Management Plan and Nillumbik's Register of Public Roads

The Plan and Nillumbik's Register of Public Roads are available for inspection, in hard copy format, at the Nillumbik Civic Centre, Civic Drive, Greensborough, during office hours: 8.30am to 5pm Monday-Friday inclusive.

An electronic version of this Plan is available on [Council's website](#): www.nillumbik.vic.gov.au. Nillumbik's Register of Public Roads will be made available upon request.

3 Roads and ancillary areas subject to the Road Management Plan

3.1 Coordinating Road Authority

Nillumbik Shire Council (Council), under the Road Management Act 2004, is the 'Coordinating Road Authority' for municipal roads within the Shire of Nillumbik as set out in the Register of Public Roads.

VicRoads is the Coordinating Road Authority for Arterial Roads within the municipality. A copy of VicRoads's Road Management Plan can be found on the [VicRoads website](http://www.vicroads.vic.gov.au): www.vicroads.vic.gov.au

Section 205 of the Local Government Act 1989 requires Council to have responsibility for the care and management of local roads within its boundaries subject to the Road Management Act 2004.

3.2 Register of Public Roads

Section 19 of the Road Management Act 2004 requires Council to establish and maintain a Register of Public Roads.

This Register of Public Roads is part of the Nillumbik Asset Register. The Asset Register records information such as the type, configuration and quantity of road assets for which Council is responsible, together with a history of assets.

The following assets within the public road network identified in Council's Asset Register are subject to this Road Management Plan (Plan):

- road surface and supporting pavement
- road shoulders
- footpaths
- shared use paths within the road reserve and open spaces
- traffic calming devices such as roundabouts and traffic islands
- line marking
- traffic control signage
- bridges and major culverts
- kerb and channel
- 'ancillary areas' such as car parks and service roads.

The Register of Public Roads establishes a road hierarchy and the relevant road categories are used to differentiate service levels and maintenance standards.

The details of the agreements between Council and other road authorities, made pursuant to Section 15 of the Road Management Act 2004, are included in the Register of Public Roads (referred to in section 3.10 of the Road Management Plan).

The Register of Public Roads and information on road infrastructure are generated from Council's asset records. This information will be updated as assets are created, amended, discontinued or disposed of.

3.3 Road hierarchy

The Register of Public Roads establishes a road hierarchy and the relevant road categories are used to differentiate service levels and maintenance standards. The hierarchy adopted for the Shire of Nillumbik is summarised below in Table 1:

Road type	Description
Link Roads - Sealed	Urban and Rural
Collector Roads - Sealed	Urban and Rural
Collector Roads - Unsealed	Urban and Rural
Access Roads - Sealed	Urban and Rural
Access Roads - Unsealed	Urban and Rural

Table 1 - Nillumbik's Road Hierarchy

Further detail about the road hierarchy is outlined in Appendix A.

3.4 Footpath hierarchy

Council has developed a footpath hierarchy as set out in Table 2 below:

Category	Function
High	Defined as areas of very high pedestrian use for example around major shopping precincts, maternal and child health centres, schools, hospitals, secondary shopping precincts, public transport interchanges. It also includes all shared pathways. A shared path is a footpath designated by signs jointly used by pedestrians and cyclists and may include a separate footpath. As defined in the Road Safety Road Rules 2009.
Medium	Defined as areas of moderate pedestrian usage for example in local streets that form part of a key pedestrian route and provide access to areas of high pedestrian activity.
Low	Defined as areas of low pedestrian usage e.g. local residential streets, courts, dead end streets, and isolated areas etc where the majority of pedestrians are residents of the immediate area.

Table 2 - Nillumbik's Footpath Hierarchy

3.5 Codes of Practice

The Road Management Act 2004 includes provision for the making of Codes of Practice to provide practical guidance for road authorities, service providers and infrastructure managers in the performance of their functions and duties under the Road Management Act 2004. The following Ministerial Codes of Practice may be viewed on the [VicRoads website](http://www.vicroads.vic.gov.au): www.vicroads.vic.gov.au

- Operational Responsibility for Public Roads: This Code provides guidance in determining the physical limits of operational responsibility between road authorities for the different parts or elements within the road reserve of public roads.
- Clearways on Declared Arterial Roads: This Code provides guidance to VicRoads in the establishment of proper management and consultation processes, particularly with Council, with regard to the implementation of clearways on Declared Arterial Roads.
- Managing Utility and Road Infrastructure in Road Reserves: This Code provides guidance for road authorities and utilities in planning and managing their infrastructure in road reserves.

3.6 Car parks

Car parks included in this Plan are those that are identified in Nillumbik's Public Road Register.

Car parks within the road reserve are managed in accordance with this Plan. All other Council-maintained car parks are managed in accordance with Nillumbik's Road Asset Management Plan.

3.7 Bridges and major culverts

Bridges and major culverts, which form part of a public road within the meaning of the Road Management Act 2004, are included within this Plan. All other bridges and major culverts are managed under Nillumbik's Road Asset Management Plan.

3.8 Trees and vegetation in road reserve

There is no requirement under this Plan to inspect and maintain trees and vegetation within the road reserve (refer to Section 107 of the Road Management Act 2004).

All levels of service for inspection, intervention and response relevant to road reserve trees, including trees overhanging the road, can be found in Nillumbik's Tree Management Policy and Tree Management Guidelines.

3.9 Boundary roads

The boundary roads within Nillumbik are listed below:

City of Banyule:

- Fitzsimons Lane, from Main Road to Yarra River
- Main Road, from Fitzsimons Lane to Bolton Street
- Bolton Street, from Main Road to Bridge Street
- Sherbourne Road, from Bolton Street to Karingal Drive
- Karingal Drive, from Sherbourne Road to Weidlich Road
- Weidlich Road, from Karingal Drive to Progress Road
- Progress Road, from Weidlich Road to Ryans Road
- Ryans Road, from Progress Road to Wind Mill Rise.

City of Whittlesea:

- Yan Yean Road, from Doctors Gully Road to Arthurs Creek Road
- Ridge Road, from Arthurs Creek Road to Deep Creek Road

Shire of Yarra Ranges:

- Skyline Road

Detailed information on the maintenance agreements between Council and other road authorities regarding the above boundary roads are included in Nillumbik's Road Asset Management Plan.

3.10 Non Council assets

Not all areas or all assets within the road reserve are the responsibility of Council and therefore do not require intervention by Council for the purposes of this Plan.

Section 107 of the Road Management Act 2004 states that a road authority does not have a statutory duty or a common law duty to perform road management functions in respect of a public highway which is not a public road or to maintain, inspect or repair the roadside of any public highway (whether or not a public road).

Road related assets that are not included for inspection and repair under this Plan are:

- Declared Arterial Roads. These are the responsibility of VicRoads (excluding some ancillary areas and assets where Council is the Coordinating Road Authority).
- Shared boundary roads that are agreed to be the responsibility of the adjoining municipality
- Bridges/major culverts/overpasses that are the responsibility of other road authorities including Melbourne Water, VicRoads and VicTrack

- Service Authority infrastructure including:
 - water supply pipes and fittings;
 - drainage pipes, sewerage pipes and manholes;
 - telecommunications cables, pits and structures;
 - electricity distribution wires, poles and structures; and
 - gas supply pipes and fittings.
- Assets and land owned, managed and maintained by other authorities including:
 - temporary reinstatements to the road and pathways and other road reserve assets, and/or permanent restatements prior to Council certification; and Crown and Service Authority land/easements.
- Non-Council street infrastructure including:
 - VicRoads signage and signal hardware (except for those identified as Council's responsibility and shown on the Public Roads Register);
 - Bus shelters owned and managed by other authorities;
 - Privately owned and managed signs including direction and advertising signs; and
 - Public street lighting (with the exception of some decorative street lighting)
- Car parks (constructed or unconstructed) generally used for car parking purpose that are not in the list of car parks on the Register of Public Roads
- Nillumbik's stormwater drainage system is considered under Nillumbik's Drainage Asset Management Plan
- Roads constructed by others or without Council approval, unformed access tracks for the purposes of local access or un-constructed right of ways that are not listed on the Register of Public Roads
- Road reserves which are unconstructed and do not have any road of the type referred to in Section 107 of the Road Management Act 2004
- All footpaths (formed and unformed) outside the road reserve which are not defined as recreational trails within the Nillumbik Trail Strategy
- Nature strips and infill areas within urban areas (the residual areas between the edge of the road or back of the kerb and the property boundary) not occupied by the pathway. It is acceptable practice that residents maintain these areas (generally grassed nature strips) as an extension of their garden.
- Street trees and landscaped garden beds located on the road reserve that are maintained by Council.

The following are considered privately owned and managed assets:

- Vehicle crossovers and driveways. Council is responsible for the component of footpath which runs continuously through the crossover.
- Culvert pipes which form part of the vehicle crossover. This includes keeping the culvert opening free of debris.
- A pathway providing access from private property to a public road.
- Single property stormwater drains constructed within the road reserve from the property boundary to a discharge outlet in the kerb, open drain or an underground drain.

4 Exceptional circumstances

Nillumbik Shire Council (Council) will make every effort to meet its commitments under this Road Management Plan (Plan). However, there may be situations or circumstances that affect Council's business activities to the extent that it cannot deliver on the levels of the service. These include but are not limited to: natural disasters such as fires, floods or storms, or a prolonged labour or resource shortage due to a need to commit or redeploy Council staff and/or equipment elsewhere.

In the event that the Chief Executive Officer (CEO) of Council has considered the impact of such an event on the limited financial and other resources of Council and the Council's other competing priorities and budgetary constraints (whether or not in conjunction with the Council) and has determined that any standards or requirements in the Plan cannot be adequately met, then pursuant to and reliant on the principals set out in Section 83 of the Wrongs Act 1958, the CEO will write to the Council officer in charge of this Plan and inform them which levels of service are to be varied or suspended.

Continual assessment of the event(s) will be undertaken to determine when the levels of service in this Road Management Plan will be reinstated. All decisions are to be made in consultation with the CEO.

Council will communicate to residents the variation or suspension of the levels of service in this Plan with reference to how the work will be prioritised, the anticipated period for which it will apply and when normal duties resume.

5 Levels of service

The levels of service specified within this Road Management Plan (Plan) indicate how Nillumbik Shire Council (Council) will inspect, maintain and repair the road network from the time of its publication.

Refer to Appendix B, C and D which detail the levels of service subject to this Plan.

These levels of service have been determined by balancing the economic, social, safety and environmental expectations of the community with consideration of the funding and resource allocation available to Council and the management of risks associated with roads and footpaths.

5.1 Inspections

Inspection processes are required for competent management of the road network assets. Council has implemented five categories of inspection, titled; hazard, defect, condition, night and incident for the purposes of managing risks associated with the road and footpath network. The purpose and reporting requirements for each inspection type is detailed in Appendix E.

Hazard inspections are undertaken following the report of a hazard from a customer. These inspections are to be undertaken within four to 48 hours of receipt of the request, dependant on the nature of the hazard. Refer to Appendix D.

Defect, Condition and Night inspections are proactive in nature and are undertaken on a scheduled basis. The inspection schedule for Defect, Condition and Night inspection can be viewed in Appendix B and C.

Where bulk inspections have been undertaken in place of the normal scheduled inspection program and typical defect response times cannot be achieved, a detailed rectification program will be developed to address the defects identified. The program will reflect available resources, funding, associated hierarchy and risk and be developed immediately following the bulk inspections. Approval to implement the program will be sought through Council's Executive Management Team.

5.2 Intervention levels and response timeframes

The levels of service relating to defects and hazards subject to this Plan are summarised in Appendix D. These levels of service comprise the following:

- a. the task or work expected to be undertaken
- b. the intervention limits applied for defects and hazards
- c. the response time applied to rectify the defect or hazard.

This Plan acknowledges the importance of understanding and monitoring the linkage between workload indicator and intervention action. A substantial increase in area of pavement to be maintained can materially impact upon intervention action (and citizen satisfaction and duty of care requirements) if not accompanied by a comparable increase in budget allocation or productivity improvement.

The standards of maintenance detailed in this Plan are considered reasonable in the context of the provisions of the Road Management Act 2004.

5.3 Community consultation

As part of the implementation and review process of the Plan, Council undertakes community consultation in accordance with Section 54(5) of the Road Management Act 2004.

Further to this, research into the needs of the community includes consideration of:

- community and/or user satisfaction survey
- state and federal policy / data
- community and industry trends.

5.4 Risk assessment

The levels of service, as outlined in this Plan, have been determined in accordance with the principles of Australian Standard AS/NZS 31000 – Risk Management.

5.5 Standards for construction, expansion, upgrading, renewal and refurbishment

The standards for construction of new road assets and for the expansion, upgrading, renewal and refurbishment of existing road assets will be in accordance with Council's Road Asset Management Plan, with consideration of industry and local standards, Council's specifications and standard drawings.

6 Financial resources

6.1 Budget provisions

The commitments and obligations specified in this Road Management Plan are matched to the financial resources available to deliver those commitments and obligations as set out in the Council Plan and Council Budget. To achieve and sustain acceptable standards for service for the local road asset, Nillumbik Shire Council (Council) is required to commit annual funding adequate to provide for regular and responsive maintenance and for timely renewal or replacement of the asset.

The financial resources allocated for works on local roads and pathways are considered reasonable having regard to the overall service delivery priorities of Council.

6.2 Other sources

Road works can be funded from sources other than those provided directly by Council. These can include Special Rate Schemes and Special Charge Schemes, Developer Contribution Schemes and direct funding by developers for provision of the original asset and upgrading of road infrastructure affected by development.

The following grants and funding programs also provide opportunity for Council to undertake road-related projects:

- Victorian Grants Commission
- Black Spots program
- Roads to Recovery program

7 Management systems

7.1 Establishing works priorities

Nillumbik Shire Council (Council) will establish works priorities in accordance with its programmed and reactive maintenance schedules taking into account its duty to inspect, maintain and repair public roads and footpaths.

7.2 Responsibilities for Road Management Plan implementation

The Chief Executive Officer (CEO) has responsibility for assigning the roles and responsibilities of the appropriate Council officers for the purposes of implementing the requirements of the Road Management Act 2004 and this Road Management Plan (Plan). Duties to be undertaken by Council officers shall include but are not limited to those set out in Schedule 7 of the Road Management Act 2004. The CEO shall ensure that key personnel responsible for implementing the provisions of this Plan have the appropriate training and experience and are provided with adequate resources to undertake their roles and responsibilities in an effective manner. The roles and responsibilities shall be in line with Council's organisational structure.

7.3 Reactive and programmed works

Council operates a Service Request System to log and track requests from any member of the public that is reporting a defect, hazard or other matters requiring repair or maintenance. Service requests have predetermined response times and community service delivery targets.

The processes and systems provide for the recording of:

- the defect, hazard or issue requiring attention
- the location of the reported issue
- name and address of person reporting the defect, hazard or issue
- the anticipated completion date of the works
- the date the service request was completed.

Programmed inspections are recorded electronically using mobile devices. Work orders are issued for any works received either through the Service Request System or the Asset Management System for repair and tracking. A flowchart of each system is included in Appendix F.

These systems and procedures are subject to regular review and updated as part of Council's commitment to the continuous improvement process.

7.4 Safety at worksites

All construction and maintenance work on local road assets will be undertaken in accordance with the relevant occupational, health and safety legislation, codes of practice and Council's SafetyMap procedures.

7.5 Duty to inform service provider or infrastructure manager

If, in the course of meeting its obligations under this Plan, Council becomes aware of an issue with non-road infrastructure for which a service provider or infrastructure manager is responsible, Council will convey that information to the relevant service provider or infrastructure manager within three business days of Council becoming aware of the aforementioned situation. Issues may include non-road infrastructure that:

- is not in the location shown in the relevant records
- appears to be in an unsafe condition
- appears to be in need of repair or maintenance.

7.6 Notice of incidents

As soon as practicable, but in no case longer than 14 calendar days of receiving notice of an incident under Section 115 of the Road Management Act 2004, Council will cause an incident inspection to be carried out by a suitably qualified person and a condition report to be prepared. Any condition report prepared should include:

- a statement of the condition of the road or infrastructure
- photographs, where appropriate, showing the condition of the incident site
- reference to the relevant sections of this Plan
- reference to any relevant Council policy or policy decision
- reference to the latest inspections, (hazard, defect, sight or condition) or other reports relating to the incident site
- a summary of inspections, maintenance and repairs to that part of the road or infrastructure conducted within the previous annual.

8 Asset Management Strategy

This Road Management Plan forms an integral part of Nillumbik Shire Council's (Council) Asset Management Strategy and recognises the complex linkage between the effective management of road assets and the standard of maintenance specified in this Road Management Plan. Council is progressively updating its Asset Management System through a continuous improvement program.

8.1 Transport and infrastructure management

Council develops a four-year Council Plan, which includes the strategic direction and objectives and strategies for achieving these objectives over the life of the document. The Council Plan also includes the vision and goals to be met by the organisation and is reviewed annually. The Road Management Plan aims to meet the objectives set within the Council Plan. The Council Plan objectives are also incorporated into Council's strategic asset management documents.

8.2 Road Asset Management Plan

A Road Asset Management Plan has been developed by Council in accordance with the requirements of the International Infrastructure Management Manual (IIMM) 2011 and with regard to Austroads Integrated Asset Management Guidelines for Road Networks (AP-R202) 2002. The Road Asset Management Plan supports and complements this Road Management Plan.

8.3 Management of road asset

If the effective management of a road asset is not achievable, the level of maintenance effort and/or standard of maintenance may need to be varied, for example:

- the maintenance levels may need to increase if the intervention levels or standard of maintenance, as specified in this Road Management Plan, are to be retained as the underlying condition of the road regresses
- due to budgetary constraints, the intervention levels and/or standards of maintenance may need to be varied to match the deteriorating condition of the road, in which case this Road Management Plan will need to be amended accordingly.

Similarly, changes in level of service may impact upon the maintenance levels required and/or standard of maintenance.

Where changes are proposed to this Road Management Plan it must be undertaken in accordance with the Road Management Act 2004 and its Regulations.

9 Performance management and review

9.1 Performance monitoring

Performance monitoring is undertaken on a regular basis generally as follows:

- Monthly meetings of the relevant departments to review day-to-day operations. Managers oversee implementation of the various maintenance programs
- Fortnightly meetings of the Capex (capital expenditure) Working Group which manages implementation of the Capital Works Program
- Weekly meetings between responsible staff to review the various maintenance programs, including handling of correspondence, programming of works, occupational health and safety (OHS) and other matters
- Daily meetings with works crews to track the progress of the works program and to discuss resourcing, OHS and other matters.
- Council's Annual Report to report on performance against the stated levels of service within this Road Management Plan.

Performance monitoring is based on key performance indicators which align to the levels of service outlined in this Road Management Plan.

9.2 Audits

Council supervisors undertake auditing of completed works, both maintenance and capital, to ensure that the works are being delivered to the specified standards. Council also undertakes condition audits for the purposes of reviewing asset condition and meeting statutory obligations.

Noncompliance reports are available within Council's Asset Management System and are used to monitor the delivery of service levels adopted by Council for its road and footpath network assets.

9.3 Road Management Plan review

The Road Management Plan (Plan) is intended to be a dynamic document and, as such, there is a need for regular review, refinement and improvement. This will ensure that the Road Management Plan is in accordance with responsible asset management, changing technology, climatic conditions and, in particular, Council and community requirements and expectations.

It is proposed that following each Condition inspection cycle, the Plan will be reviewed and amended (if required) to reflect any significant changes in the condition of the road and footpath network. Any revised Plan would be subject to the consultation and approval processes as detailed in the Road Management Act 2004.

Any review of the Plan will, in addition to that set out above, have regard to:

- asset performance following delivery of the maintenance program

- the level of achievement of asset management strategies against the expected benefits to road users, stakeholders and the community
- the consideration of any external factors that is likely to influence the contents of this Road Management Plan.

10 Supporting documents

The documents in Section 10.1, whilst they do complement, do not form part of the Road Management Plan. All supporting documents may change from time to time to reflect changes in Council policy, legislative changes, and operational changes or as a result of audit findings.

10.1 Technical references

- Risk Management Standard, AS/NZS ISO 31000
- International Infrastructure Management Manual (IIMM) - 2011
- CMP Road Reserve Risk Management Statement of Principles 2002
- Ministerial Code of Practice – Road Management Plans, September 2004
- Code of Practice for Management of Infrastructure in Road Reserves - 2008

10.2 Appended documents

Appendix A: Road Hierarchy

Appendix B and C: Nillumbik Programmed Inspection Frequencies

Appendix D: Defect and Hazard Intervention Levels

Appendix E: Asset Inspection Details

Appendix F: Service Request and Asset Management System

Appendix A: Road Hierarchy

Road Category	Road Function
Urban Link	<ul style="list-style-type: none"> Supplements the Arterial Road network in providing for through traffic movement Cater for through traffic and heavy vehicles Target minimum speed limit of 60 km/h.
Rural Link	<ul style="list-style-type: none"> Supplement the Arterial Road network in providing for through traffic movement. Linkage between areas of significance that may not be served by the Arterial Road network. Cater for through traffic and heavy vehicles. Target speed limit 80 km/h
Urban Collector	<ul style="list-style-type: none"> Important local roads whose function is to distribute traffic between Arterial Roads and / or Link Roads. May carry limited through traffic generally from the surrounding area (less than 4,000 vehicle per day desirable) Speed limit generally 50 km/h Potential bus route.
Rural Collector	<ul style="list-style-type: none"> Important local roads whose function is to distribute traffic between Arterial Roads and / or Link Roads May serve as links between lightly populated localities that are not serviced by arterial roads. May carry limited through traffic, generally from the surrounding area. Target speed limit 70 to 80 km/h.
Urban Access Street	<ul style="list-style-type: none"> Provides direct access for abutting land owners or occupiers Dissuade high speed Dissuade through traffic Dissuade heavy vehicles (but must be able to access in the case of deliveries or emergency). Target speed limit 50 km/h.
Rural Access Road	<ul style="list-style-type: none"> Provides direct access for abutting land owners or occupiers. Intended for predominantly local traffic. Target speed limit 50 to 70 km/h

Road Category	Road Function
Laneway/Right of Way - treated as an Access Road for the purposes of this Road Management Plan	<ul style="list-style-type: none"> • Provides direct access for abutting land owners or occupiers. • Intended solely for access to abutting properties. • Low speed environment.
Private Road	<ul style="list-style-type: none"> • Provides access for abutting land owners or occupiers. • May be on private land or road reserve. • Not constructed or maintained by Council.
Unconstructed	<ul style="list-style-type: none"> • Unused road reserve.
Car park - treated as an Access Road for the purposes of this Road Management Plan	<ul style="list-style-type: none"> • Car park constructed within road reserve. • May be associated with local area shops, etc.

Appendix B: Road Programmed Inspection Frequency

Sealed Roads			
	Condition Audit Link Road, Collector Road and Access Road	Defect Inspection Link Road	Defect Inspection Collector Road and Access Road
Pavement	5 years	6 Monthly	Annual
Shoulder	5 years	6 months	Annual
School Crossings	N/A	School Days	School Days
Linemarking and Delineators	N/A	6 months	Annual
Guard fence	N/A	6 months	Annual
Road Signage	N/A	6 months	Annual
Traffic Treatments	N/A	6 months	Annual
Night Inspections	N/A	4 years	4 years

Unsealed Roads		
	Condition Audit Collector Road and Access Road	Defect Inspection Collector Road and Access Road
Pavement	N/A	Annual
Shoulder	N/A	Annual
Delineators	N/A	Annual
Guard fence	N/A	Annual
Road Related Signage	N/A	Annual
Night Inspections	N/A	4 years

Appendix C: Footpath Programmed Inspection Frequency

	Condition Audit Sealed footpaths	Defect Inspection Sealed footpaths	Defect Inspection unsealed footpaths and trails*
High	5 years	6 months	Reactive
Medium	5 years	2 years	Reactive
Low	5 years	2 years	Reactive

*Note: Where unsealed paths located in the road reserve form part of a recognised trail as defined in the Nillumbik Trail Strategy (NTS), these will be inspected and maintained in accordance with the level of service defined in the NTS.

Appendix D: Defect Intervention Levels, Hazards and Response Times

Road pothole

This activity covers the reinstatement of bituminous or granular sealed surface for roads and footpaths.

Road Category	Defect Intervention Level	Response Time
Link roads	Depth greater than 50mm and/or diameter 300mm or equivalent lateral dimension.	Rectify within 5 days
Collector roads	Depth greater than 50mm and/or diameter 300mm or equivalent lateral dimension.	Rectify within 7 days
Access roads	Depth greater than 50mm and/or diameter 300mm or equivalent lateral dimension.	Rectify within 14 days

Grading unsealed roads

This activity includes the grading and reshaping of unsealed road formations, whether the surfacing comprises imported granular material or the natural subgrade. The activity also includes filling pot holes.

Road Category	Defect Intervention Level	Response Time
All	<p>Programmed grading works undertaken following an inspection where it is identified that defects exceed the intervention as identified below.</p> <p>Corrugations, roughness or multiple potholes exceeding 75mm deep measured with a 1.2 metre straight edge AND over</p> <ul style="list-style-type: none"> · 20% of any length of road greater than 100m OR · 50% of any length of road up to 100m. <p>Road crossfall is less than or equal to 1 percent over</p> <ul style="list-style-type: none"> · 20% of any length of road greater than 100m OR · 50% of any length of road up to 100m. 	annual
Collector	<p>Corrugations, roughness or multiple potholes exceeding 75mm deep measured with a 1.2 metre straight edge AND over</p> <p>20% of any length of road greater than 100m OR</p> <p>50% of any length of road up to 100m.</p> <p>Road crossfall is less than or equal to 1 percent over</p> <p>20% of any length of road greater than 100m OR</p> <p>50% of any length of road up to 100m.</p>	Affected areas to be rectified within two weeks.

Road Category	Defect Intervention Level	Response Time
Access	<p>Corrugations, roughness or multiple potholes exceeding 75mm deep measured with a 1.2 metre straight edge AND over 20% of any length of road greater than 100m OR 50% of any length of road up to 100m.</p> <p>Road cross fall is less than or equal to 1 percent over 20% of any length of road greater than 100m OR 50% of any length of road up to 100m.</p>	Affected areas to be rectified within six weeks.

Shoulder edge break repair

This activity covers the repair of broken edges of seal or asphalt surfaced pavements. The repair aims to restore the line and level of the original surfacing. Edge repair may involve restoration utilising gravel and asphalt or cold mix, or bituminous seal with fine aggregate. Edge break distress is not encountered in roads where the surfacing extends to a kerb and channel. Edge break repair refers to activities on both sealed roads with unsealed shoulders and sealed roads with sealed shoulders.

Road Category	Defect Intervention Level	Response Time
Link roads	When edge break exceeds 75mm laterally over at least a 1m length from the nominal seal line.	2 weeks
Collector roads	When edge break exceeds 75mm laterally over at least a 1m length from the nominal seal line.	4 weeks
Access roads	When edge break exceeds 75mm laterally over at least a 1m length from the nominal seal line.	8 weeks

Grading unsealed shoulders

This activity covers the grading of unsealed shoulders. The activity includes rolling after grading and the inclusion of water if this is deemed necessary. This activity also includes spot filling, grading and reshaping to correct drop off from edge of seal, roughness, scouring or potholing and holding of water.

Road Category	Defect Intervention Level	Response Time
Link roads	Edge of seal drop off greater than 50mm for more than 10 per cent per kilometre length.	Affected areas to be rectified within 4 weeks
Collector and Access roads	Edge of seal drop off greater than 50mm for more than 10 per cent per kilometre length.	Affected areas to be rectified within 6 weeks

Footpath

This activity covers the intervention levels and response all concrete, sealed and paved footpaths and shared pathways.

Footpath Category	Vertical Displacement Defect Intervention	Deformation Defect Intervention	Pot Hole Defect intervention	Response Time
High	Between 10 and 20 millimetres	Between 40 and 75mm over 1 metre	Greater than 300mm diameter and greater than 40mm deep	annual
High	Between 20 and 40 millimetres	Between 75 and 100mm over 1 metre	Greater than 300mm diameter and greater than 75mm deep	1 month
High	Greater than 40 millimetres.	Greater than 100mm over 1 metre	Greater than 300mm diameter and greater than 100mm deep	3 weeks
Medium	Between 20 and 40 millimetres.	Between 75 and 100mm over 1 metre	Greater than 300mm diameter and greater than 75mm deep	annual
Medium	Greater than 40 millimetres.	Greater than 100mm over 1 metre	Greater than 300mm diameter and greater than 100mm deep	3 months
Low	Between 20 and 40 millimetres.	Between 75 and 100mm over 1 metre	Greater than 300mm diameter and greater than 75mm deep	annual
Low	Greater than 40 millimetres.	Greater than 100mm over 1 metre	Greater than 300mm diameter and greater than 100mm deep	6 months

Unsealed Paths and Recreational Trails

This activity covers the intervention levels and response of unsealed pathways and recreational trails located within the road reserve.
All intervention levels and response times are detailed within the NTS 2011.

Kerb and Channel

This activity covers the inspection and maintenance of all concrete kerb and channel located adjacent to the carriageway.

Road Category	Defect Intervention Level	Response Time
Link	Kerb and channel Vertical or Horizontal displacement greater than 50mm	1 month
Collector	Kerb and channel Vertical or Horizontal displacement greater than 50mm	3 months
Access	Kerb and channel Vertical or Horizontal displacement greater than 50mm	6 months

Traffic island maintenance

This activity covers the inspection and maintenance of all concrete kerbed islands located on the carriageway and including those with hard or paved infill areas.

Road Category	Defect Intervention Level	Response Time
Link roads	Vertical or Horizontal displacement greater than 30mm over 1200mm length misalignment in island kerbing or paving.	2 weeks
Collector roads	Vertical or Horizontal displacement greater than 30mm over 1200mm length misalignment in island kerbing or paving.	1 month
Access roads	Vertical or Horizontal displacement greater than 50mm in island kerbing or paving.	2 months

Signage and linemarking – general

Where a sign or line mark is identified as missing but there is insufficient existing information to determine the location, type or whether it is still required, the defect will be referred to Infrastructure Development for investigation and advice.

Road Category	Response Time
All	1 month, after which the associated standard defect response times apply.

Linemarking maintenance

This activity includes the maintenance of all types of linemarking. At intersections or junctions with roads not maintained by Council, linemarking on these other roads shall not be maintained.

Road Category	Defect Intervention Level	Response Time
Link roads	Greater than 30 per cent of line marking per segment missing or defective relative to original installation and design standards.	Annual Program
Collector roads	Greater than 40 per cent of line marking per segment missing or defective relative to original installation and design standards.	Annual Program
Access roads	Greater than 50 per cent of line marking per segment missing or defective relative to original installation and design standards.	Annual Program

Delineator maintenance

This activity includes the maintenance of all types of delineators. These include guideposts, rumble bars, raised pavement markers (reflective and non-reflective), flaps and guard fence delineators and width markers on bridges and culvert. At intersections or junctions with roads not maintained by Council, guideposts on these other roads shall not be maintained. This also includes the replacement of damaged and missing delineators, their cleaning and painting where necessary.

This activity does not include the replacement of raised pavement markers (RRPMs) after resurfacing.

Road Category	Defect Intervention Level	Response Time
Link roads	Greater than 30 per cent of delineator installations per segment missing or defective relative to original installation and design standards.	1 month
Collector roads	Greater than 40 per cent of delineator installations per segment missing or defective relative to original installation and design standards.	2 months
Access roads	Greater than 50 per cent of delineator installations per segment missing or defective relative to original installation and design standards.	3 months

Regulatory signs

This activity covers the inspection and maintenance regulatory signage including but not limited to; stop; give way and speed.

Road Category	Defect Intervention Level	Response Time
Intersection Control	Greater than 50 per cent sign illegible at 150m under low beam or in daylight or sight distance criteria not met	2 weeks
Link roads	Greater than 50 per cent sign legend illegible at 150m under low beam or in daylight or sight distance criteria not met	1 months
Collector roads	Greater than 50 per cent sign legend illegible at 150m under low beam or in daylight or sight distance criteria not met	2 months
Access roads	Greater than 50 per cent sign legend illegible at 150m under low beam or in daylight or sight distance criteria not met	3 months

Warning signs

This activity covers the inspection and maintenance of warning signs including but not limited to; bends; speed hump, advisory speed and concealed driveways.

Road Category	Defect Intervention Level	Response Time
Link roads	Greater than 50 per cent sign legend illegible at 150m under low beam or in daylight or sight distance criteria not met	1 months
Collector roads	Greater than 50 per cent sign legend illegible at 150m under low beam or in daylight or sight distance criteria not met	2 months
Access roads	Greater than 50 per cent sign legend illegible at 150m under low beam or in daylight or sight distance criteria not met	3 months

Guide signs

This activity covers the inspection and maintenance of direction and information signs including street name, town signs, advanced direction and directional signs as well as reassurance signs and other specialised and tourist signs.

Road Category	Defect Intervention Level	Response Time
Link and collector roads	Greater than 50 per cent sign legend illegible at 150m under low beam or in daylight or sight distance criteria not met	2 months
Access roads	Greater than 50 per cent sign legend illegible at 150m under low beam or in daylight or sight distance criteria not met	3 months

Guard fence maintenance

This activity includes the inspection and maintenance of W-beam guard fence. The work will include the inspection, reporting, scheduling and supervising all guard fence repairs. Periodic inspection is required to check alignment and anchorage and stability of posts and that all bolts, nuts, shackles and cables are in place and functional. Work shall include the removal and replacement of sections.

Road Category	Defect Intervention Level	Response Time
Link and Collector roads	Guard fence with a panel or component affected so as to jeopardise performance	2 months
Access roads	Guard fence with a panel or component affected so as to jeopardise performance	3 months

Hazards

This activity includes the inspection and response to hazards reported from members of the public or Council employees. It includes works to make the area safe and then arrange follow up works (where required) to complete the job.

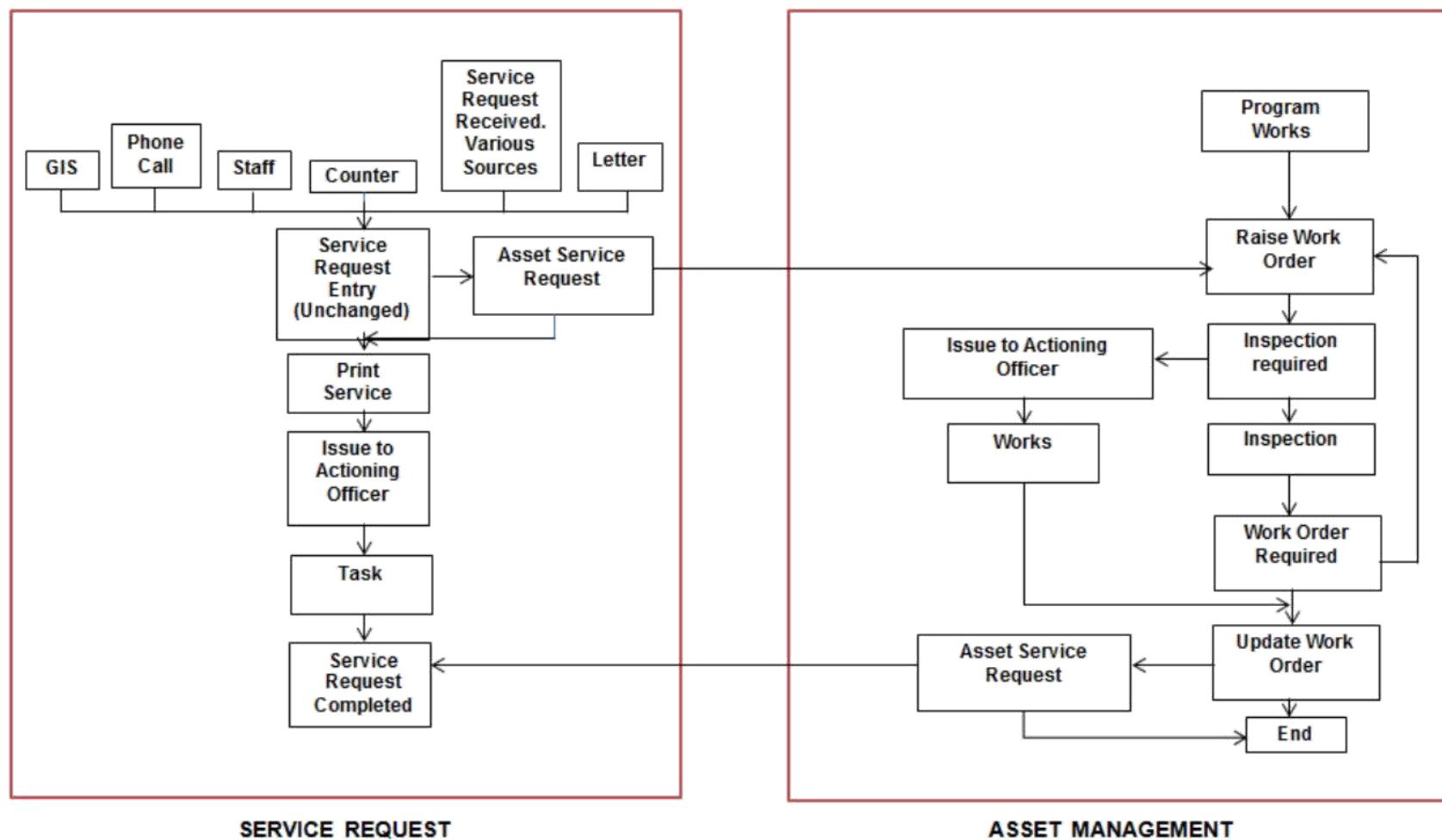
Hazard Description	Hazard Intervention Level	Response Time
Missing stormwater pit lids in the road reserve	Pit lid is dislodged or missing. Pit lid is damaged, having no pedestrian bearing capacity.	4 hours
Road Obstruction	A tree or part of a tree or any other obstruction resulting in a complete or partial lane or road blockage.	4 hours
Footpath Obstruction	A tree or part of a tree or any other obstruction resulting in a complete or partial blockage of the footpath forcing the pedestrian onto the road or an area unsafe for pedestrian movements.	24 hours
Oil Spills	Oil spills on the road pavement	4 hours
Other	An issue which is likely to create danger or serious inconvenience to users of the road or footpath network.	48 hours

Appendix E: Inspection Types

Inspection Type	Purpose	Who must perform inspection	Reporting Requirements
Hazard	<p>Hazard inspections are undertaken following a notification from a customer. Customers include community members as well as Council employees while undertaking their normal duties.</p> <p>Hazard inspections are designed to inspect the reported issue for its likelihood to create danger or serious inconvenience to users of the network or the wider community</p>	Officer of the Council with some knowledge of road maintenance techniques who may then call in a higher level of expertise if necessary.	<p>Recording to identify specific hazard, time first reported, time inspected and by whom, subsequent action and time of completion.</p> <p>Recorded in Councils customer relationship management tool.</p>
Defect	<p>Inspection undertaken in accordance with a formal inspection schedule to determine if the road asset complies with the levels of service as specified in this document;</p> <p>A record of each street/road is to be completed detailing the name of the inspector, the inspection date, time and street/road name and a description of any defects found that are at the specified intervention levels defined in the Maintenance Service Agreement;</p> <p>In addition, a notation must to be recorded of any street/road inspected where no defect was apparent under the specific rigour of the inspection.</p>	Appropriately qualified personnel with knowledge of road maintenance techniques.	A record of the inspection and who undertook the inspection is placed on council's asset database for reference purposes (this may include insurance or litigation requirements).

Inspection Type	Purpose	Who must perform inspection	Reporting Requirements
Condition	<p>An inspection specifically to identify deficiencies in the structural integrity of the various components of the road infrastructure assets which if untreated, are likely to adversely affect network values. The deficiencies may well impact short-term serviceability as well as the ability of the component to continue perform for the duration of its intended life span;</p> <p>The condition inspection process must also meet the requirements for accounting regulations and asset management;</p> <p>Regular or periodic assessment, measurement and interpretation of the resulting condition data is required so as to determine the need for any preventive or remedial action then development of relevant programs of rehabilitation or renewal works.</p>	<p>Qualified engineer or Experienced Technical Officer with extensive knowledge and experience in road construction and maintenance practices.</p>	<p>Specific data to be recorded is determined by requirements of the Asset Management System used to assess asset component needs.</p>
Night	<p>An inspection undertaken outside of daylight hours to identify whether the reflectivity of signs and delineation including line marking meets Australian Standards. The inspection includes all urban and rural roads.</p>	<p>Appropriately qualified personnel with knowledge of maintenance techniques.</p>	<p>Specific data to be recorded is determined by requirements of the Asset Management System.</p>
Incident	<p>An inspection carried out to comply with the requirements the Road Management Act 2004 [Division 5 – Claims Procedure, Clause 116];</p> <p>This inspection enables an incident condition report to be prepared for use in legal proceedings and the gathering of information for the analysis of the causes of accidents and the planning and implementation of road management and road safety measures.</p>	<p>Qualified engineer or Experienced Technical Officer with extensive knowledge and experience in road construction and maintenance practices.</p>	<p>Formal Incident Report required, as described.</p>

Appendix F: Service Requests Management System



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ATTACHMENT 2 – Road Management Plan Detailed Submissions (redacted)

Submission #: 1	Date Submission Received: 28 Jan 2021	Contact Details: Not supplied
Survey Selection (Should Council spend additional expenditure on?): None of the above		
'Other' Category:		
'Additional Feedback' and submission details:		
Submission #: 2	Date Submission Received: 28 Jan 2021	Contact Details: Not supplied
Survey Selection (Should Council spend additional expenditure on?): Footpath hazards (footpath obstructions and trees over footpaths)		
'Other' Category:		
'Additional Feedback' and submission details: All of the above.		
Submission #: 3	Date Submission Received: 28 Jan 2021	Contact Details: Not supplied
Survey Selection (Should Council spend additional expenditure on?):		
'Other' Category: unsealed road tree clearances increased road surface increase frequency of maintenance		
'Additional Feedback' and submission details: Sealed and unsealed roads tree stump removal to increase vehicle passing safety. Dead and Overhanging trees which pose a safety threat/hazard. Increased unsealed road maintenance frequency. Widening of all roads to increase vehicle passing safety within reason.		
Submission #: 4	Date Submission Received: 28 Jan 2021	Contact Details: Not supplied
Survey Selection (Should Council spend additional expenditure on?): Sealed road defects (pot holes, edge breaks and trees overhanging the road)		
'Other' Category:		
'Additional Feedback' and submission details:		
Submission #: 5	Date Submission Received: 28 Jan 2021	Contact Details: Not supplied
Survey Selection (Should Council spend additional expenditure on?): Sealed road defects (pot holes, edge breaks and trees overhanging the road)		
'Other' Category:		
'Additional Feedback' and submission details:		
Submission #: 6	Date Submission Received: 28 Jan 2021	Contact Details: Not supplied
Survey Selection (Should Council spend additional expenditure on?): Footpath defects (broken or deformed bays resulting in a trip and trees overhanging the footpath)		
'Other' Category:		
'Additional Feedback' and submission details:		
Submission #: 7	Date Submission Received: 28 Jan 2021	Contact Details: Not supplied
Survey Selection (Should Council spend additional expenditure on?): Footpath defects (broken or deformed bays resulting in a trip and trees overhanging the footpath)		
'Other' Category:		
'Additional Feedback' and submission details:		
Submission #: 8	Date Submission Received: 28 Jan 2021	Contact Details: Not supplied
Survey Selection (Should Council spend additional expenditure on?):		
'Other' Category: all of the above, however this would also depend on where the funds would be taken from		
'Additional Feedback' and submission details:		

ATTACHMENT 2 – Road Management Plan Detailed Submissions (redacted)

Submission #: 9	Date Submission Received: 28 Jan 2021	Contact Details: Not supplied
Survey Selection (Should Council spend additional expenditure on?): Sealed road defects (pot holes, edge breaks and trees overhanging the road)		
'Other' Category:		
'Additional Feedback' and submission details: Most road hazard emergencies in Nillumbik are dealt with very promptly. Yan Yean Road will be upgraded by Major Road Projects and shouldn't require very much money spent on repairs. Does the management of graffiti come under the Road Management Plan?		
Submission #: 10	Date Submission Received: 28 Jan 2021	Contact Details: [REDACTED]
Survey Selection (Should Council spend additional expenditure on?): Road hazards (oil spills, road obstruction including dead animals and trees over roads, missing pit lids etc)		
'Other' Category:		
'Additional Feedback' and submission details: Dead trees overhanging major roads must be removed or pruned to avoid accidents.		
Submission #: 11	Date Submission Received: 28 Jan 2021	Contact Details: Not supplied
Survey Selection (Should Council spend additional expenditure on?): Sealed road defects (pot holes, edge breaks and trees overhanging the road)		
'Other' Category:		
'Additional Feedback' and submission details:		
Submission #: 12	Date Submission Received: 29 Jan 2021	Contact Details: Not supplied.
Survey Selection (Should Council spend additional expenditure on?): Sealed road defects (pot holes, edge breaks and trees overhanging the road)		
'Other' Category:		
'Additional Feedback' and submission details: The road is disastrous in places with no shoulder and too narrow for cars to comfortably pass each other and that is without push bikes in the mix.		
Submission #: 13	Date Submission Received: 31 Jan 2021	Contact Details: Not supplied
Survey Selection (Should Council spend additional expenditure on?): Footpath defects (broken or deformed bays resulting in a trip and trees overhanging the footpath)		
'Other' Category:		
'Additional Feedback' and submission details:		
Submission #: 14	Date Submission Received: 3 Feb 2021	Contact Details: Not supplied
Survey Selection (Should Council spend additional expenditure on?): Sealed road defects (pot holes, edge breaks and trees overhanging the road)		
'Other' Category:		
'Additional Feedback' and submission details:		
Submission #: 15	Date Submission Received: 3 Feb 2021	Contact Details: Not supplied
Survey Selection (Should Council spend additional expenditure on?):		
'Other' Category: Sealing more roads		
'Additional Feedback' and submission details: Streets like Murray Rd, Diamond Creek are extremely close to the township and have still not been sealed. In addition to fixing roads more should be sealed		

ATTACHMENT 2 – Road Management Plan Detailed Submissions (redacted)

Submission #: 16	Date Submission Received: 3 Feb 2021	Contact Details: Not supplied
Survey Selection (Should Council spend additional expenditure on?): Sealed road defects (pot holes, edge breaks and trees overhanging the road)		
'Other' Category:		
'Additional Feedback' and submission details: Road side vegetation is an issue in our council. Road side slashing fails to clean drains which are a road hazard waiting to happen with poor visibility. An accumulation of fallen tree debris is a fire hazard. Most of which is well under size to be considered habitat under the DELWP and other Victorian planning authorities. More needs to be spent removing and maintaining our rural roads.		
Submission #: 17 (Appears to be a duplicate with #16)	Date Submission Received: 3 Feb 2021	Contact Details: Not supplied
Survey Selection (Should Council spend additional expenditure on?): Sealed road defects (pot holes, edge breaks and trees overhanging the road)		
'Other' Category:		
'Additional Feedback' and submission details: Road side vegetation is an issue in our council. Road side slashing fails to clean drains which are a road hazard waiting to happen with poor visibility. An accumulation of fallen tree debris is a fire hazard. Most of which is well under size to be considered habitat under the DELWP and other Victorian planning authorities. More needs to be spent removing and maintaining our rural roads.		
Submission #: 18	Date Submission Received: 3 Feb 2021	Contact Details: Not supplied
Survey Selection (Should Council spend additional expenditure on?): Footpath defects (broken or deformed bays resulting in a trip and trees overhanging the footpath)		
'Other' Category:		
'Additional Feedback' and submission details: Arthur's creek road desperately needs a footpath from the dog park through to Boyd's road. It's extremely dangerous, lots of people walk this section, and cars fly along at huge speeds. People almost knocked over on a daily basis		
Submission #: 19	Date Submission Received: 4 Feb 2021	Contact Details: Not supplied
Survey Selection (Should Council spend additional expenditure on?):		
'Other' Category:		
'Additional Feedback' and submission details: I believe that Wilson Road should be under review as the road is narrow and lined with overhanging trees and accessed by trades people and large trucks and creates a significant risk to locals		
Submission #: 20	Date Submission Received: 4 Feb 2021	Contact Details: Not supplied
Survey Selection (Should Council spend additional expenditure on?):		
'Other' Category: More footpaths on roads like research - warrandyte road		
'Additional Feedback' and submission details: More footpaths on roads with lots of blind corners and speeds >50km. Reduce traffic hazards at high incident areas like kG-warrandyte road		

ATTACHMENT 2 – Road Management Plan Detailed Submissions (redacted)

Submission #: 21	Date Submission Received: 5 Feb 2021	Contact Details: Not supplied
Survey Selection (Should Council spend additional expenditure on?): Sealed road defects (pot holes, edge breaks and trees overhanging the road)		
'Other' Category:		
'Additional Feedback' and submission details:		
Submission #: 22	Date Submission Received: 5 Feb 2021	Contact Details: Not supplied.
Survey Selection (Should Council spend additional expenditure on?):		
'Other' Category: New footpaths are required in Nth Warrandyte as it is currently impossible/ unsafe for residents to walk anywhere, particularly in the vicinity of Research-Warrandyte Rd. A footpath is needed in Bradleys Lane as there is a blind hill towards the Research Warrandyte Rd end where cars cannot see pedestrians who are forced to walk on the road. There are a lot of cars on that road as there are over 100 houses and visitors accessing Norman's Reserve. The footpath on Research-Warrandyte Rd between Bradleys Lane and the bridge is too narrow and pedestrians risk being side swiped by cars. From Sunday afternoon until Monday evening I don't risk using that footpath at all as I can't fit my pram past the bins without stepping onto Research Warrandyte Rd, which is incredibly dangerous. A safe crossing for children is also needed outside the Nth Warrandyte Maternal Health Centre/ Yarra Warra Preschool.		
'Additional Feedback' and submission details:		
Submission #: 23	Date Submission Received: 6 Feb 2021	Contact Details: Not Supplied
Survey Selection (Should Council spend additional expenditure on?):		
'Other' Category: Unsealed road defects and safety issues.		
'Additional Feedback' and submission details: Stanhope Street Eltham.		
Submission #: 24	Date Submission Received: 7 Feb 2021	Contact Details: Not supplied
Survey Selection (Should Council spend additional expenditure on?):		
'Other' Category: Bicycle lane between Diamond Creek and Hurstbridge is disgracefully rough since recent splash sealing.		
'Additional Feedback' and submission details:		
Submission #: 25	Date Submission Received: 9 Feb 2021	Contact Details: Not supplied
Survey Selection (Should Council spend additional expenditure on?): Sealed road defects (pot holes, edge breaks and trees overhanging the road)		
'Other' Category:		
'Additional Feedback' and submission details:		
Submission #: 26	Date Submission Received: 9 Feb 2021	Contact Details: Not supplied
Survey Selection (Should Council spend additional expenditure on?):		
'Other' Category: All of the above		
'Additional Feedback' and submission details:		
Submission #: 27	Date Submission Received: 9 Feb 2021	Contact Details: Not Supplied
Survey Selection (Should Council spend additional expenditure on?): Sealed road defects (pot holes, edge breaks and trees overhanging the road)		
'Other' Category:		
'Additional Feedback' and submission details:		

ATTACHMENT 2 – Road Management Plan Detailed Submissions (redacted)

Submission #: 28	Date Submission Received: 9 Feb 2021	Contact Details: Not supplied
Survey Selection (Should Council spend additional expenditure on?):		
'Other' Category: Seal unmade roads- make residential areas safer to walk and drive		
'Additional Feedback' and submission details: Actually assist residents in getting rid of unmade roads- reduce ongoing costs and unnecessary maintenance		

Submission #: 29	Date Submission Received: 9 Feb 2021	Contact Details: [REDACTED]
Survey Selection (Should Council spend additional expenditure on?):		
'Other' Category:		
'Additional Feedback' and submission details: Main road at the research end needs a tunnel so people/bikes/kids can cross main road safely. It's would connect the Woodbridge area to the bike paths.		

Submission #: 30	Date Submission Received: 9 Feb 2021	Contact Details: Not supplied
Survey Selection (Should Council spend additional expenditure on?):		
'Other' Category:		
'Additional Feedback' and submission details: Excessive leaf litter in drains. Just walk along Main Rd.		

Submission #: 31	Date Submission Received: 9 Feb 2021	Contact Details: [REDACTED] Eltham.
Survey Selection (Should Council spend additional expenditure on?):		
'Other' Category: Heavily trafficked unmade road in Eltham town centre.		
'Additional Feedback' and submission details: The Northern end of Railway Parade Eltham is a heavy traffic use road from both directions. It is an un unmade road parallel to The Diamond Creek Trail which is sealed for pedestrians and cyclists. Dust is a major health hazard on every day that has not recently seen rain. In the 36 years I have lived here the number of dwellings has doubled and traffic, at a guess, quadrupled. The cost of grading this road and digging out the gutters several times a year to reduce dangerous potholes would surely have been recouped by now. This grading in no way mitigates the dust problem. Increasing reliance on home delivery services where drivers are paid by volume of deliveries means that speed as well as traffic on this road has also increased. Peak hour times are particularly unhealthy as drivers try to beat the lights at Wattletree Road/Main Road intersection. I feel that the residents of the northern end were hard done by when 28 dwellings in Green Place (Which I love, by the way) was approved conditional upon sealing only the southern end of Railway Parade. All vehicles going to Green Place use the Northern end of Railway Parade at some time. Even at relatively low speeds such as 25km, dust is raised. Railway Workers, trucks from Home Hardware(Please note: I have no complaint about this business in itself), Edendale Farm Festivals and ongoing building works to new developments in Main Road as well as Railway Parade itself, all contribute to road use. I feel the long term human health cost has not been considered at all in the Road Management Plans to date.		

Submission #: 32	Date Submission Received: 9 Feb 2021	Contact Details: Not supplied
Survey Selection (Should Council spend additional expenditure on?): Sealed road defects (pot holes, edge breaks and trees overhanging the road)		
'Other' Category:		
'Additional Feedback' and submission details: I attend [REDACTED] and the car parking spaces are very limited and we are often need to park along the side of the street leading to the gym. This is fine except that the road is full of pot holes and the edges have been washed away and have left very deep ruts making it difficult to park. This is used a lot by the community, not just for the gym, but cafe and people who want access to the aqueduct walking/ cycling trail.		

ATTACHMENT 2 – Road Management Plan Detailed Submissions (redacted)

Submission #: 33	Date Submission Received: 9 Feb 2021	Contact Details: Not supplied
Survey Selection (Should Council spend additional expenditure on?):		
'Other' Category: Fix up traffic flow along narrow streets.		
'Additional Feedback' and submission details: Put proper lids on drains and combat residents concerns about traffic flow in narrow streets that are used as a cut through to avoid traffic. They had already been someone loosing control and ending up in a front garden. How can that be possible in a 40km zone??		
Submission #: 34	Date Submission Received: 9 Feb 2021	Contact Details: Not supplied
Survey Selection (Should Council spend additional expenditure on?): Sealed road defects (pot holes, edge breaks and trees overhanging the road)		
'Other' Category:		
'Additional Feedback' and submission details:		
Submission #: 35	Date Submission Received: 9 Feb 2021	Contact Details: Not supplied
Survey Selection (Should Council spend additional expenditure on?): Sealed road defects (pot holes, edge breaks and trees overhanging the road)		
'Other' Category:		
'Additional Feedback' and submission details:		
Submission #: 36	Date Submission Received: 9 Feb 2021	Contact Details: Not supplied
Survey Selection (Should Council spend additional expenditure on?): Sealed road defects (pot holes, edge breaks and trees overhanging the road)		
'Other' Category:		
'Additional Feedback' and submission details: Please review the traffic lights at Diamond St and main road. They cause mayhem - traffic jam through Eltham most days. When boom gates are down the tragic lights frequently stay red on main road, ongoing traffic queues on main road to allow ONE car out from Cecil st, the roundabout is completely booked regularly. Close off Cecil st and let cars go to luck street to enter onto the roundabout		
Submission #: 37	Date Submission Received: 9 Feb 2021	Contact Details: Not supplied
Survey Selection (Should Council spend additional expenditure on?): Sealed road defects (pot holes, edge breaks and trees overhanging the road)		
'Other' Category:		
'Additional Feedback' and submission details:		
Submission #: 38	Date Submission Received: 9 Feb 2021	Contact Details: Not supplied
Survey Selection (Should Council spend additional expenditure on?):		
'Other' Category: A bike lane on the windy mile in diamond creek		
'Additional Feedback' and submission details: A bike line is required on the windy mile in diamond creek		
Submission #: 39	Date Submission Received: 9 Feb 2021	Contact Details: Not supplied
Survey Selection (Should Council spend additional expenditure on?): None of the above		
'Other' Category:		
'Additional Feedback' and submission details: I am satisfied with the current level of maintainance .		

ATTACHMENT 2 – Road Management Plan Detailed Submissions (redacted)

Submission #: 40	Date Submission Received: 10 Feb 2021	Contact Details: [REDACTED] North Warrandyte [REDACTED] [REDACTED]
Survey Selection (Should Council spend additional expenditure on?):		
'Other' Category: Sealing dirt roads which now have high traffic throughout ie Boyd Street, North Warrandyte		
'Additional Feedback' and submission details: As a resident of Boyd St, we received a letter in April 2020 with a survey regarding sealing the road and a residents meeting etc. After sending back our survey response, we never received any further correspondence, even just to confirm that the general view of residents was to do nothing etc. Disappointing. Is the council really listening or are these surveys just a waste of time???		

Submission #: 41	Date Submission Received: 22 Feb 2021	Contact Details: [REDACTED] North Warrandyte [REDACTED] [REDACTED]
Survey Selection (Should Council spend additional expenditure on?): Sealed road defects (pot holes, edge breaks and trees overhanging the road)		
'Other' Category:		
'Additional Feedback' and submission details: Kangaroo ground - Warrandyte rd needs resurfacing, not just patch jobs. One of the busiest roads in the shire used by cars, trucks and many cyclists. Spend the money do it right!		

Submission #: 42	Date Submission Received: 22 Feb 2021	Contact Details: [REDACTED] Plenty [REDACTED] [REDACTED]
Survey Selection (Should Council spend additional expenditure on?):		
'Other' Category: All of it AND more footpaths, sealing roads.		
'Additional Feedback' and submission details: There seems to be parts of nillumbik that don't get the same treatment as other parts. Consider Westgarth st. This street is becoming a thoroughfare for traffic yet it is continually in disrepair because it is unsealed. Consider gorge rd. No footpath and a dangerous corner. I wonder if its bordering another council means it will never be upgraded. Yet it links the council residents to a major shopping centre. And yes, I'm using this time to voice my concerns with current management equity issues, where certain suburbs don't seem to have a futures plan. I'm concerned that these suburbs will be left behind		

Submission #: 43	Date Submission Received: 23 Feb 2021	Contact Details: [REDACTED] Hurstbridge [REDACTED] [REDACTED]
Survey Selection (Should Council spend additional expenditure on?):		
'Other' Category: Part gravel roads should be sealed e.g. Mountain view rd Hurstbridge		
'Additional Feedback' and submission details: Cut back overhanging branches on blind corners. Gravel roads as mentioned above are a severe dust hazard to walkers, bike riders etc. gravel is a slip hazard to pedestrians		

Submission #: 44	Date Submission Received: 25 Feb 2021	Contact Details: Not supplied
Survey Selection (Should Council spend additional expenditure on?):		
'Other' Category: All of the above?		
'Additional Feedback' and submission details:		

ATTACHMENT 2 – Road Management Plan Detailed Submissions (redacted)

Submission #: 45	Date Submission Received: 25 Feb 2021	Contact Details: [REDACTED] Smiths Gully [REDACTED]
Survey Selection (Should Council spend additional expenditure on?): Sealed road defects (pot holes, edge breaks and trees overhanging the road)		
'Other' Category:		
'Additional Feedback' and submission details: I had to request road side slashing, should be done yearly. We live on a connecting road between 2main roads. It helps to see the Roos when they are sitting on the side of the road.		

Submission #: 46	Date Submission Received: 25 Feb 2021	Contact Details: [REDACTED] Kangaroo Ground [REDACTED]
Survey Selection (Should Council spend additional expenditure on?):		
'Other' Category: All of the above..		
'Additional Feedback' and submission details: It is bizarre that any of these are not fixed. There is a public safety (and no doubt liability - at least moral liability) issue with all of them and asking people to choose which should be fixed is short sighted and irresponsible.		

Submission #: 47	Date Submission Received: 25 Feb 2021	Contact Details: [REDACTED] Hurstbridge [REDACTED]
Survey Selection (Should Council spend additional expenditure on?):		
'Other' Category: Roadside vegetation needs to be reduced we are unable to walk along roadside and gave to walk on the road which is a safety hazzard.		
'Additional Feedback' and submission details:		

Submission #: 48	Date Submission Received: 25 Feb 2021	Contact Details: [REDACTED] Yarrambat [REDACTED]
Survey Selection (Should Council spend additional expenditure on?):		
'Other' Category: Un sealed road		
'Additional Feedback' and submission details: Speed of cars and alot of dust Road flooding due to not enough drains to take the water		

Submission #: 49	Date Submission Received: 25 Feb 2021	Contact Details: not supplied
Survey Selection (Should Council spend additional expenditure on?):		
'Other' Category: Unsealed roads maintenance		
'Additional Feedback' and submission details:		

ATTACHMENT 2 – Road Management Plan Detailed Submissions (redacted)

Submission #: 50	Date Submission Received: 25 Feb 2021	Contact Details: [Redacted] Smiths Gully [Redacted] [Redacted]
Survey Selection (Should Council spend additional expenditure on?): Sealed road defects (pot holes, edge breaks and trees overhanging the road)		
'Other' Category:		
'Additional Feedback' and submission details:		

Submission #: 51	Date Submission Received: 25 Feb 2021	Contact Details: [Redacted] Wattle Glen [Redacted] [Redacted]
Survey Selection (Should Council spend additional expenditure on?):		
'Other' Category: Manage roadside vegetation better please, it's a safety risk, including a fire safety risk		
'Additional Feedback' and submission details:		

Submission #: 52	Date Submission Received: 25 Feb 2021	Contact Details: [Redacted] Yarrambat [Redacted] [Redacted]
Survey Selection (Should Council spend additional expenditure on?): Road hazards (oil spills, road obstruction including dead animals and trees over roads, missing pit lids etc)		
'Other' Category:		
'Additional Feedback' and submission details:		

Submission #: 53	Date Submission Received: 25 Feb 2021	Contact Details: [Redacted] Christmas Hills [Redacted] [Redacted]
Survey Selection (Should Council spend additional expenditure on?): Sealed road defects (pot holes, edge breaks and trees overhanging the road)		
'Other' Category:		
'Additional Feedback' and submission details:		

Submission #: 54	Date Submission Received: 25 Feb 2021	Contact Details: [Redacted] Diamond Creek [Redacted] [Redacted]
Survey Selection (Should Council spend additional expenditure on?): Sealed road defects (pot holes, edge breaks and trees overhanging the road)		
'Other' Category:		
'Additional Feedback' and submission details:		

ATTACHMENT 2 – Road Management Plan Detailed Submissions (redacted)

Submission #: 55	Date Submission Received: 25 Feb 2021	Contact Details: [REDACTED] Strathewen [REDACTED] [REDACTED]
Survey Selection (Should Council spend additional expenditure on?):		
'Other' Category: Widening roads		
'Additional Feedback' and submission details: The roads from Hurstbridge to St Andrews and Strathewen are very narrow and dangerous. The increase of traffic is very dangerous and x2 trucks are unable to pass each other at the speed limit. Please widen the roads. Especially Cottles Bridge-Strathewen Rd up to Nankervis Rd. And the Heidelberg-Kinglake Rd From Hurstbridge to St Andrews. Buttermans Track is also a busy road and far too narrow for vehicles especially in the blind corners. There is often wildlife killed on these said roads due to poor visibility. Please make these roads safe.		

Submission #: 56	Date Submission Received: 26 Feb 2021	Contact Details: [REDACTED] Panton Hill [REDACTED] [REDACTED]
Survey Selection (Should Council spend additional expenditure on?):		
'Other' Category: This is. For in the town what about rural .Our roads have largely been forgotten		
'Additional Feedback' and submission details:		

Submission #: 57	Date Submission Received: 26 Feb 2021	Contact Details: [REDACTED] Eltham [REDACTED] [REDACTED]
Survey Selection (Should Council spend additional expenditure on?): Sealed road defects (pot holes, edge breaks and trees overhanging the road)		
'Other' Category:		
'Additional Feedback' and submission details: Dirt road speed zones in urban areas need reducing. Railway parade eltham is a notorious rat run for north bound traffic during summer with high volume traffic exiting onto wattle tree rd in peak hour causing serious dust issues for both residents and users of the diamond creek trail. Such rat run hot spots need appropriate signage for local traffic and a more sympathetic, safe speed limit for all.		

Submission #: 58	Date Submission Received: 26 Feb 2021	Contact Details: [REDACTED] Christmas Hills [REDACTED] [REDACTED]
Survey Selection (Should Council spend additional expenditure on?): Sealed road defects (pot holes, edge breaks and trees overhanging the road)		
'Other' Category:		
'Additional Feedback' and submission details: There has been so many call outs to Ridge Road between Watson's Creek turn off And sugarloaf dam entrance it has become ridiculous!!! Increased traffic increases in residences truck traffic has increased as well. This road is dangerous wet or dry. Potholes, corrugations dust slippery overhanging trees add to that dodging kangaroos deer wombats as well as cyclists and pedestrians. Its time it was sealed and not only overhanging trees from above by all the ones that fall down and are just cut off at the edge of the road.		

ATTACHMENT 2 – Road Management Plan Detailed Submissions (redacted)

Submission #: 59	Date Submission Received: 26 Feb 2021	Contact Details: [REDACTED] Panton Hill [REDACTED]
Survey Selection (Should Council spend additional expenditure on?): Sealed road defects (pot holes, edge breaks and trees overhanging the road)		
'Other' Category:		
'Additional Feedback' and submission details: Roadside trees and vegetation to close to road and dangerous as some roads like Alma Road Panton Hill is so dangerous it's only a matter of time before there will be Fatality with the amount of traffic on this narrow cut through road!		

Submission #: 60	Date Submission Received: 26 Feb 2021	Contact Details: [REDACTED] Cottlesbridge [REDACTED]
Survey Selection (Should Council spend additional expenditure on?): Sealed road defects (pot holes, edge breaks and trees overhanging the road)		
'Other' Category:		
'Additional Feedback' and submission details: Do something urgently on Greens rd Arthurs Creek. I followed the school bus and the road is not wide enough for a truck and the bus to pass. Now its a rat run for Doreen traffic. Not a country road.		

Submission #: 61	Date Submission Received: 26 Feb 2021	Contact Details: [REDACTED] Panton Hill [REDACTED]
Survey Selection (Should Council spend additional expenditure on?): Road hazards (oil spills, road obstruction including dead animals and trees over roads, missing pit lids etc)		
'Other' Category:		
'Additional Feedback' and submission details: The plan has insufficient inclusion of minimum clearance from overhanging vegetation. No minimum clearance measurements are included and insufficient details are included regarding resources allocated to ensuring safe clearance for vehicles. Many roads in the Shire have unsafe overhanging trees that fall easily in windy conditions. Many roads also have trees overhanging at the roadside that do not allow a vehicle of firetruck size thoroughfare without having to move into the center of the road. This is extremely dangerous, particularly on blind corners. Trees overhanging roads, or with limbs overhanging roads, pose a serious danger to motorists in windy conditions by creating a high risk of falling and blocking the roads. This was seen by a number of roads in Nillumbik on Black Saturday when people in vehicles tragically perished when the road was blocked from fallen trees and limbs. Much more funding, without a broad exemption for the need to direct funding to other services, needs to be committed to removal of all overhanging trees and tree limbs in the rural parts of the Shire for the safety of drivers.		

Submission #: 62	Date Submission Received: 26 Feb 2021	Contact Details: [REDACTED] Christmas Hills [REDACTED]
Survey Selection (Should Council spend additional expenditure on?): Sealed road defects (pot holes, edge breaks and trees overhanging the road)		
'Other' Category:		
'Additional Feedback' and submission details: Improving condition of unmade roads or seal them if they can't maintain them properly.		

ATTACHMENT 2 – Road Management Plan Detailed Submissions (redacted)

Submission #: 63	Date Submission Received: 26 Feb 2021	Contact Details: [REDACTED] St Andrews [REDACTED] [REDACTED]
Survey Selection (Should Council spend additional expenditure on?): Road hazards (oil spills, road obstruction including dead animals and trees over roads, missing pit lids etc)		
'Other' Category:		
'Additional Feedback' and submission details: Time to spend some millions and get serious with tree pruning and dead tree removal. And live trees right next to the road. Or council could open up every road side in rural Nillumbik to rate payers to clean up and take firewood. That would cost the council zero money. Issue FREE permits to rural ratepayers to take as much firewood as they like and clean up their road verges. Not for suburban rate payers - rural ratepayers only. We get absolutely nothing for our \$4000 per year rates, so why not at least give us access to free firewood and clean up the fire hazard for free. Makes so much sense. No red tape, no ridiculous clauses, no pages of conditions and fine print; just freely allow rural residents to clean up. Trial it this year during the non-fire restriction period. I have some useful suggestions on how to make it work. Contact me if you like. I'm a farmer and an agricultural contractor and a qualified arborist so if I can assist, I will. I do not want my name on public record with this submission.		

Submission #: 64	Date Submission Received: 26 Feb 2021	Contact Details: [REDACTED] Eltham [REDACTED]
Survey Selection (Should Council spend additional expenditure on?):		
'Other' Category: Please see below		
'Additional Feedback' and submission details: It is vital that roadside areas are cared for - this means weeds are reduced in ways that DO NOT negatively impact indigenous flora and fauna. We see an excessive use of herbicides, and this is even done in areas where water pools and all sorts of animals gather. These are sometimes mere puddles but are consistently filled post-rain, when ducks, wallabies, kangaroos, magpies, etc etc make use of them. If water pools there, we know other things do too. It is alarming that weed management is so lacking in rigour that great areas of indigenous herbs/lilies have been killed by the use of herbicides or scraped by the mower machines. Across the road from our place used to occur many orchids, until the mower scraped them out of the ground through utter negligence. This contributes to death by a thousand counts, local extinction, and invasion of weeds. All in all, a great failure. We need trees to remain along roads, and we need to provide connection across roads as animals use them to cross much more safely. These MUST be retained. Mowing needs to be timed to best suit indigenous seed-drop and exotic seed reduction. It would be great if Council created some imaginative and wonderful way to encourage much greater resident participation in roadside care. There are so many ways to achieve great outcomes, and it would be a good way to build a more connected, well-informed, and stronger community. Council needs to enable/expand on public education about littering, indigenous plants vs exotics, the need to lop heads off various weeds before they set seed eg agapanthus, thistle, etc. discourage the planting of many exotics especially those known to be invasive such as Gazania, Ivy, asparagus fern and so much more. Find effective ways to deal with the immense weed burden along creeks/waterways as these are excellent highways for spread. All Council and contractor vehicles MUST BE thoroughly cleaned as we have seen extensive weed spread from machinery.		

ATTACHMENT 2 – Road Management Plan Detailed Submissions (redacted)

Submission #: 65	Date Submission Received: 27 Feb 2021	Contact Details: [REDACTED] Christmas Hills [REDACTED]
Survey Selection (Should Council spend additional expenditure on?):		
'Other' Category: Maintenance of first roads and roadside vegetation		
'Additional Feedback' and submission details: The upkeep of dirt roads and roadside vegetation in Nillumbik is atrocious. It had taken three years for three dangerous dead trees to be removed along my road, where the 4th had already fallen across the road last year. There's blind spots with overgrown grass and bracken that council have identified as blind spots but will only slash when people complain, rather than making it part of ongoing maintenance. My dirt road is lucky to be graded once a year and is usually only actioned after a complaint, often that complaint has to occur 2-3 times before it is actioned. The roadside vegetation is dangerously unkept and has little to no maintenance by council.		

Submission #: 66	Date Submission Received: 27 Feb 2021	Contact Details: [REDACTED] Kangaroo Ground [REDACTED]
Survey Selection (Should Council spend additional expenditure on?): Sealed road defects (pot holes, edge breaks and trees overhanging the road)		
'Other' Category:		
'Additional Feedback' and submission details: Why does this "survey" only allow a single item to be identified. This trivialises the other issues listed as well as broad range of related issues not even mentioned. The issue of the maintenance of roadsides is of paramount importance. In particular, overgrown roadside vegetation, dead vegetation, overhanging trees all impact severely and directly on the ability of landowners and emergency service vehicles to navigate the roads. This is particularly important on rural roads where local traffic is prevalent and is critical to maximise the ability for landowners to exit their properties safely when there is a threat of bushfire and for emergency services and CFA vehicles to access these same roads as safely as possible in the same circumstance. Give adjoining landowners the authority to properly maintain their verges, not just where there is grass, but far more importantly, where there is vegetation and tree cover. The council is disgracefully speedy in issuing fines to those that do not mow their verges and the first 20 metres inside their properties, but remain negligently silent with the identical risk where the verge and first 20 metres are bush, or even lightly covered with low lying vegetation and trees. This is negligent and will result in class actions against council if there were to be another major bushfire resulting in damage, loss of infrastructure, injury and death. Council has been repeatedly made very aware of their exposure in this regard over the preceding 30 or 40 years, but have consistently chosen to either do nothing, or impose planning permit requirements so complex and time consuming that it renders all effective efforts to remedy this potentially disastrous situation impossible. There was a time when roadside maintenance and sensible practical action to minimise the passage of bushfire along roadsides was a basic core component of a council works program. However, with the onset of city based council staff, academic environmental zealots and paralysed council management scared of their own shadow and petrified of potentially being held liable, all falling into line behind the council behemoth loosely known as the "planning department" and its "complicated" planning scheme requirements, ALL effective roadside works have been abandoned. The issue of roadside maintenance and the safety of road users should be of paramount importance, but it is not a woke issue for this council. It is apparently far more important to seem to be inclusive and to encourage the latest woke concepts that are the current topic de jour. It has, unfortunately, been long forgotten that Nillumbik Shire is essentially a rural Shire with a fringe of suburbia and its responsibilities should be focused on the needs of a rural community.....roads, rates, rubbish..... Always was, always should be!		

Submission #: 67	Date Submission Received: 27 Feb 2021	Contact Details: [REDACTED] North Warrandyte [REDACTED]
Survey Selection (Should Council spend additional expenditure on?): Road hazards (oil spills, road obstruction including dead animals and trees over roads, missing pit lids etc)		
'Other' Category:		
'Additional Feedback' and submission details: The council should clear all road reserves and manage the dangerous trees		

ATTACHMENT 2 – Road Management Plan Detailed Submissions (redacted)

Submission #: 68	Date Submission Received: 27 Feb 2021	Contact Details: [REDACTED] Kangaroo Ground [REDACTED] [REDACTED]
Survey Selection (Should Council spend additional expenditure on?):		
'Other' Category: It is important to acknowledge the road and road verge use by equestrians in the rural areas. Expenditure needs to include roadside trail maintenance for trails/paths used by horse riders, walkers and mountain bikers.		
'Additional Feedback' and submission details: I am concerned that the Road Management Plan does not cater for the differences in the rural areas and does not adequately acknowledge road users other than vehicles. It needs to be inclusive of the recreational pursuits that use both the roads and roadside verges in these areas. In particular horse riding is popular in the rural areas along with walking and cycling. Council does have plans which include all stakeholders in rural areas and considers/caters for equestrians and other recreational users in the: 2012 - Roadside Management Plan 2009 - Rural Road Sealing Strategy The Road Management Plan, likewise, should acknowledge and include expenditure for these road user groups.		
Submission #: 69	Date Submission Received: 27 Feb 2021	Contact Details: [REDACTED] Panton Hill [REDACTED] [REDACTED]
Survey Selection (Should Council spend additional expenditure on?): Road hazards (oil spills, road obstruction including dead animals and trees over roads, missing pit lids etc)		
'Other' Category:		
'Additional Feedback' and submission details: Fire hazards trees hanging over roads		

ATTACHMENT 2 – Road Management Plan Detailed Submissions (redacted)

Submission #: 70	Date Submission Received: 27 Feb 2021	Contact Details: [Redacted] Smiths Gully [Redacted] [Redacted]								
Survey Selection (Should Council spend additional expenditure on?): Sealed road defects (pot holes, edge breaks and trees overhanging the road)										
'Other' Category:										
<p>'Additional Feedback' and submission details:</p> <p>Thank you for the opportunity to provide feedback on the review of the Nillumbik Road Management Plan 2017. Firstly, I would like to acknowledge the great job council does in road management and in my experience, Council have been very responsive to any road related issues raised</p> <p>However, I would like to see two minor changes to the plan. As a rural property owner and one who drives and ride horses on our rural roads and paths. I would like to see the addition of horse riders as shared users, added to 3.4 Foot Path hierarchy</p> <p>3.4 Footpath Hierarchy</p> <p>Council has developed a footpath hierarchy as set out in Table 2 below:</p> <table border="1"> <thead> <tr> <th>Category</th> <th>Function</th> </tr> </thead> <tbody> <tr> <td>High</td> <td>Defined as areas of very high pedestrian use for example around major shopping precincts, maternal and child health centres, schools, hospitals, secondary shopping precincts, public transport interchanges. It also includes all shares pathways. A shared path is a footpath designated by signs jointly used by pedestrians, cyclists and horse riders and may include a separate footpath. As defined in the Road Safety Road Rules 2009.</td> </tr> </tbody> </table> <p>Road Safety Road Rules 2009 states:</p> <ul style="list-style-type: none"> You can ride an animal on footpaths and nature strips, unless it is specifically prohibited. But you must give way to pedestrians. <p>I would also like to see it acknowledge in the Road Hierarchy Appendix A - Road Category – unconstructed - Road Function - unused road reserve. That many unused road reserves, especially in rural areas, in fact house informal paths that are created and used by many different types of users to keep safely the roads.</p> <p>Road Hierarchy</p> <table border="1"> <thead> <tr> <th>Road Category</th> <th>Road Function</th> </tr> </thead> <tbody> <tr> <td>Unconstructed</td> <td> <ul style="list-style-type: none"> Unused road reserve. Can house informal paths. </td> </tr> </tbody> </table> <p>Thank you for taking the time to read my submission and look forward to the inclusion of my suggestions into the reviewed plan. Regards [Redacted]</p>			Category	Function	High	Defined as areas of very high pedestrian use for example around major shopping precincts, maternal and child health centres, schools, hospitals, secondary shopping precincts, public transport interchanges. It also includes all shares pathways. A shared path is a footpath designated by signs jointly used by pedestrians, cyclists and horse riders and may include a separate footpath. As defined in the Road Safety Road Rules 2009.	Road Category	Road Function	Unconstructed	<ul style="list-style-type: none"> Unused road reserve. Can house informal paths.
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Road Category	Road Function									
Unconstructed	<ul style="list-style-type: none"> Unused road reserve. Can house informal paths. 									

ATTACHMENT 2 – Road Management Plan Detailed Submissions (redacted)

Submission #: 71	Date Submission Received: 27 Feb 2021	Contact Details: [REDACTED] Hurstbridge [REDACTED] [REDACTED]								
Survey Selection (Should Council spend additional expenditure on?):										
'Other' Category: Greater expenditure on shared trails/paths (catering for pedestrians, horse riders and cyclists) on roadside verges to ensure safe passage away from vehicles and better off-road linkages throughout rural neighbourhoods.										
'Additional Feedback' and submission details: <p>Thank you for the opportunity to comment on Nillumbik Shire Council's Road Management Plan (2017).</p> <p>While council generally does a great job on road maintenance across the shire, I would like to see greater expenditure on shared trails/paths (catering for pedestrians, horse riders and cyclists) on roadside verges to ensure safe passage away from motorised vehicles and better off-road path/trail linkages throughout rural neighbourhoods.</p> <p>As a rural property owner and horse rider who drives and rides on our rural roads and paths/trails, I would like to make some suggested additions to the revised Plan:</p> <ul style="list-style-type: none"> * Executive Summary - Main purpose of this Plan - Include under Point 2 the word 'safety' - Include under Point 3 the word 'recreational' * 2.2 Purpose of the Road Management Plan - Include under Point 2 the word 'safety' - Include under Point 3 the word 'recreational' * 2.3 Key stakeholders - should include horse riders and cyclists * There needs to be clearer differentiation between rural roads and roads in urban areas. Rural roads (particularly dirt roads) are shared by multiple users (including horse riders, cyclists and pedestrians), not just motorised vehicles. These other users need to be acknowledged in this plan. * Before sealing any dirt roads, all relevant council committees (e.g. RTAC) and other road users (walkers, horse riders and cyclists) should be able to provide input and if a dirt road is ultimately decided to be sealed, an off-road trail on the roadside verge must be provided for the safe passage of walkers, horse riders and cyclists. Include something along these lines to read: "Prior to sealing a road, the current recreational use of the road must be considered, so as to ensure the community's continuity of access, or to alternatively provide for recreational users on roadside verge pathways to preserve important social amenity and provide safety." * Under Section 3.4 - Footpath Hierarchy P10 under category 'High' - where 'shared paths' are described, horse riders also need to be included along with pedestrians and cyclists. <p>3.4 Footpath Hierarchy</p> <p>Council has developed a footpath hierarchy as set out in Table 2 below:</p> <table border="1"> <thead> <tr> <th>Category</th> <th>Function</th> </tr> </thead> <tbody> <tr> <td>High</td> <td>Defined as areas of very high pedestrian use for example around major shopping precincts, maternal and child health centres, schools, hospitals, secondary shopping precincts, public transport interchanges. It also includes all shared pathways. A shared path is a footpath designated by signs jointly used by pedestrians, cyclists and horse riders and may include a separate footpath. As defined in the Road Safety Road Rules 2009.</td> </tr> </tbody> </table> <p>Road Safety Road Rules 2009 states:</p> <ul style="list-style-type: none"> You can ride an animal on footpaths and nature strips, unless it is specifically prohibited. But you must give way to pedestrians. <p>I would also like to see it acknowledged in the Road Hierarchy Appendix A - Road Category – unconstructed - Road Function - unused road reserve. That many unused road reserves, especially in rural areas, in fact house informal paths that are created and used by many different recreational users to keep safely off the roads and provide better linkages throughout neighbourhoods.</p> <p>Road Hierarchy</p> <table border="1"> <thead> <tr> <th>Road Category</th> <th>Road Function</th> </tr> </thead> <tbody> <tr> <td>Unconstructed</td> <td> <ul style="list-style-type: none"> Unused road reserve. Can house informal paths. </td> </tr> </tbody> </table> <p>I hope these additional suggestions inform a more comprehensive consideration of road management in the shire and will be included in the reviewed/updated Road Management Plan.</p> <p>Thank you [REDACTED]</p>			Category	Function	High	Defined as areas of very high pedestrian use for example around major shopping precincts, maternal and child health centres, schools, hospitals, secondary shopping precincts, public transport interchanges. It also includes all shared pathways. A shared path is a footpath designated by signs jointly used by pedestrians, cyclists and horse riders and may include a separate footpath. As defined in the Road Safety Road Rules 2009.	Road Category	Road Function	Unconstructed	<ul style="list-style-type: none"> Unused road reserve. Can house informal paths.
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Road Category	Road Function									
Unconstructed	<ul style="list-style-type: none"> Unused road reserve. Can house informal paths. 									

ATTACHMENT 2 – Road Management Plan Detailed Submissions (redacted)

Submission #: 72	Date Submission Received: 27 Feb 2021	Contact Details: [REDACTED] Christmas Hills [REDACTED] [REDACTED]
Survey Selection (Should Council spend additional expenditure on?): Sealed road defects (pot holes, edge breaks and trees overhanging the road)		
'Other' Category:		
'Additional Feedback' and submission details: I believe Council should manage dirt roads better or consider sealing them.		

Submission #: 73	Date Submission Received: 27 Feb 2021	Contact Details: [REDACTED] Christmas Hills [REDACTED] [REDACTED]
Survey Selection (Should Council spend additional expenditure on?): Sealed road defects (pot holes, edge breaks and trees overhanging the road)		
'Other' Category:		
'Additional Feedback' and submission details: Seal all the dirt roads in the Shire.		

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Submitter 1



Attention: Rosa Zouzoulas
Shire of Nillumbik
(by email)

Dear Rosa,

Submission in response to the “Notice of Preparation of an Amendment” for Planning Scheme Amendment C126

Thank you for your letter dated 07-01-2021 informing us of the opportunity to make submissions on this matter. I support the proposed amendment and I applaud the council for pursuing it, but I identify a change that would improve it, and indeed might be vital to it.

This is my response on several important aspects. The proposed changes are very important to members of the local community, and we have watched the proposal when advanced at the **Future Nillumbik Committee 04-07-2020**. We noted that what was published at that time was just the motion, and that the details for submissions to the public did not emerge for some months.

Many households in the immediate neighbourhood had banded together to fight a VCAT case in 2019, and once banded together, resolved to continue with the causes that we had fought the VCAT case over. We have planned to set up a “Friends' Group” to look after some public land, and the pages about Friends' Groups on the Shire web site seemed to provide a clear and easy path forward. However, our Ward councillor (of the time) informed us that such an initiative must come from the shire, and in spite of a council resolution about this, that has not happened.

As well as the opportunity to contribute to vegetation management and see an improvement of the natural values of the land used for walkways, we saw it as important to see that the land was to be used only for walkways and the support of those natural values into the future, and that proposals for vehicular use be stopped.

I was the person who brought these matters to our Ward councillor and initiated the activity that led to the five resolutions that were passed as a motion at the council meeting in February 2020.

The actual wording of the resolutions did not exactly hit the mark, and we did not know if the deviations resulted from the officer who drafted them not reading the briefing material, or whether there were legal reasons that constrained the wording. Our resolve in February 2020 had been to make the best of what we had.

As all the necessary details were not in the resolutions, I sought instructions from our councillor about who to discuss the details with. This led to telephone discussions and email traffic with officers Jonathan Miller and Joseph Emmanuel. At first, I was told that the resolutions did not involve the establishment of new boundaries. I sent drawings and highlighted the details that came into play in deciding where new boundaries were to be.

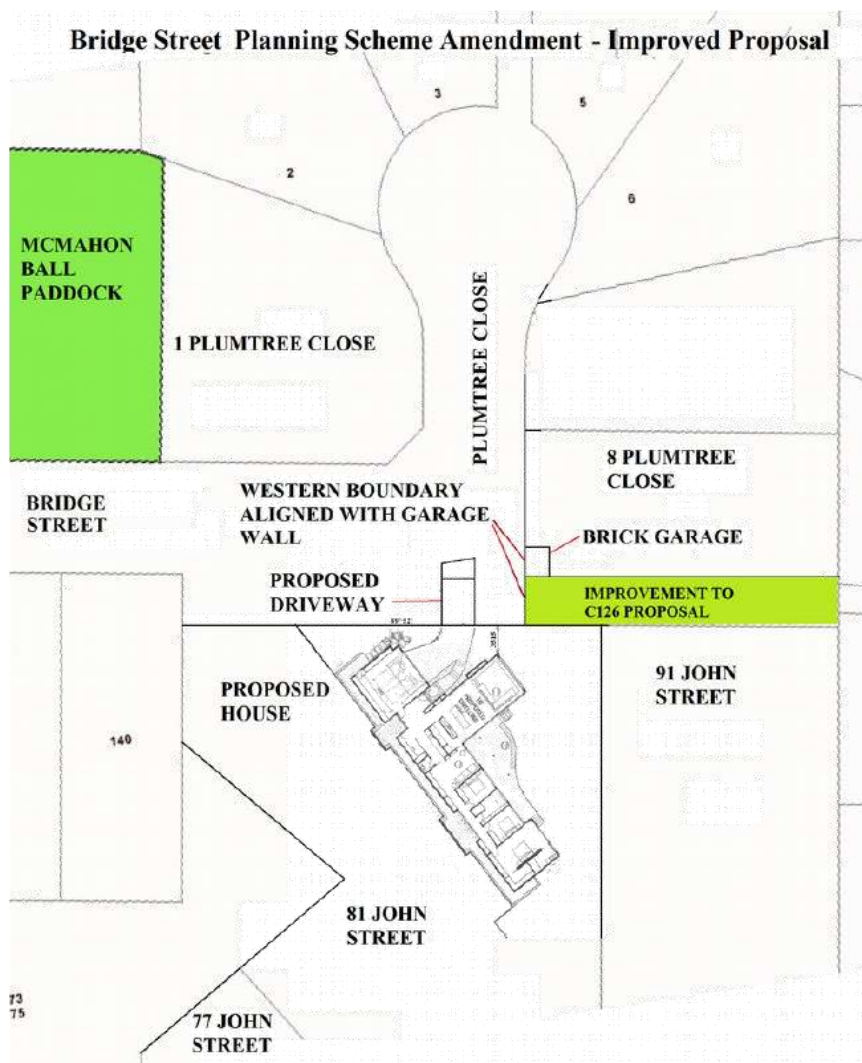
Unfortunately, the proposed amendment C126 did not take into account all the details that the officers had been informed of. We resolved that when the opportunity arises for public comment,

this would be addressed, but in the meantime, we immediately sent briefing material to our councillor.

Now, unfortunately, the most serious error has arisen again as the amendment proposal has come forward.

The Planning Scheme amendment before us does not completely meet the requirements that motivated this whole process in the first place, and not even the requirements of the Council Motion Item 2.

The Motion Item identifies the **“non trafficable eastern end of Bridge Street”**, yet the proposal is for dealing only with part of that. The proposal shows the Western boundary of the area for the Bridge Street discontinuance as being a line drawn North of the boundary line between 83 and 91 John Street. This boundary line is very significant to the owners of those two properties, but it has no significance at all to the North of their northern boundaries.



When I spoke and corresponded with your officers in March, I identified the need to take many factors into account in choosing a line for the Western boundary of this discontinued road. It

appears that this had not been done.

This has now been attended to in the community. The concerned residents have been polled, and come up with a boundary location that is considered satisfactory to all of them. This is to set the boundary to be in line with the Western face of the brick garage at number 8 Plumtree Close. (This is the Western boundary of that property.) This gives us a clean rectangular end to the road reserve and the rezoned land.

The owners of [REDACTED] John Street which has frontage on Bridge Street as well, have a planning permit for a house to be built which will have Bridge Street access. This boundary location has been discussed with them, and meets with their approval.

My drawing of the area has been constructed by combining the boundary locations as shown in the planning scheme map with the drawing from the VCAT ruling which led to granting of the planning permit for the new house at 83 John Street. VCAT Order P1121/2019 dated 25 February 2020.

If the Western boundary of the discontinued road were to be placed as shown in your letter, it would look as if this were merely a vexatious campaign directed at one land owner. It is much more important than that. There is also the possibility of the land immediately to the west of the new zone being used for car parking in the future, and that would thwart most of the purpose of the rezoning.

In discussions with officers dealing with the rezoning and officers dealing with the road discontinuance, I have asked if there is any reason in logic or law or in standard practice for the Western Boundary of the Bridge Street part to be placed as shown. I have suggested that if there is some reason, then I could take that into account in developing my response. I have been given one reason from each of the departments. The two reasons are:

1. This is the best location for the boundary of the road discontinuance as it agrees with the boundary of the changed zone.

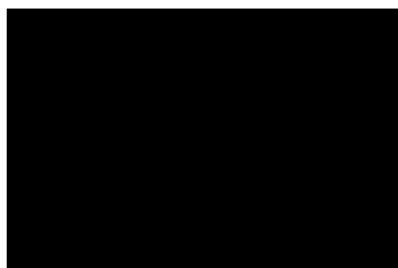
and

2. This is the best location for the boundary of changed zone as it agrees with the boundary of the Road Discontinuance.

With respect, I put it to you that these two reasons, put together, and in the absence of any other reasons, are not sufficient support for placing the Western boundary of either of the changes part way along the land concerned.

Please Extend the Bridge Street part of the rezoned land at the Western end up to the intersection with Plumtree Close.

yours faithfully,



FNC.014/21 Submissions to Amendment C126 Rezoning of Bridge and John Street to Public Park and Recreation Zone
Attachment 1. Submitter 1 - Redacted Submission to Amendment C126 with Attachments

THIS PAGE WAS INTENTIONALLY LEFT BLANK

Submitter 2

Bea Guevara

From: [REDACTED]
Sent: Tuesday, 16 February 2021 1:16 PM
To: Rosa Zouzoulas; Strategic Planning; [REDACTED]
Subject: [REDACTED] JOHN STREET AND REAR OF [REDACTED] JOHN STREET ABUTTING BRIDGE STREET
Attachments: [REDACTED] JOHN STREET; [REDACTED] JOHN STREET; FW: [REDACTED] JOHN STREET

HI ROSA PS ITS AN EYE SITE THING I TYPE IN CAPITALS (WE RELY ON THIS DOCUMENT AND WILL PRODUCE AS EVIDENCE SHALL A COST DAMAGES SITUATION ARISE)

ONCE AGAIN PLEASE FIND MY ATTACHED CORRESPONDENCE RE COUNCIL WANTING TO CLOSE BOTH MY ROAD ABUTTALS DOWN, PLEASE VIEW AGAIN LETTERS FROM COUNCIL CONFIRMING IT WILL ALWAYS BE A ROAD RESERVES AND DULY NOTE I OBTAINED THIS LETTER WELL BEFORE I ACTUALLY PURCHASED THE PROPERTY AND DULY NOTE COUNCIL WAS EVEN TRYING TO SELL LAND THEY NEVER OWNED AND COUNCIL ONLY BECOME THE OWNER S RECENTLY, NO DOUBT YOUR AWARE AND OR YOU CAN DO HISTORIC TITLES SEARCHES, ONCE AGAIN WHILST I AM HAPPY TO WORK WITH COUNCIL FOR AN ACCEPTABLE RESOLUTION I TOTALLY OPPOSE THE CLOSURE AND AMENDMENT UNTIL FURTHER TALKS/OFFERS FROM COUNCIL, THE EASIEST WOULD BE TO JUST APPROVE MY BRIDGE STREET CROSSOVER EXTENSION EXTREMELY SIMILAR THE RECENTLY COUNCIL APPROVED REAR ACCESS OF [REDACTED] JOHN STREET [REDACTED] HAS MY FULL APPLICATIONS FOR BOTH BRIDGE STREET AND JOHN STREET , EITHER WAY I TOTALLY APOSE ANY CLOSURES/CLOSURE ATTEMPT'S UNTIL COUNCIL HAS PROVEN A SUITABLE ALTERNATIVE TO ACCESS MY LAND FROM BRIDGE STREET, THE COUNCIL LETTER CONFIRMING IT WOULD REMAIN A ROAD RESERVE WAS THE FINAL REQUIREMENTS I NEEDED BEFORE I PURCHASED IT, SO NO DOUBT AN EXPENSIVE COST/DAMAGE'S CLAIM WILL ARISES IF IM BULLIED INTO LAND LOCK AT THE REAR
KIND REGARDS
[REDACTED]



Virus-free. www.avq.com

Submitter 2 - Attachment 1

Bea Guevara

From: [REDACTED]
Sent: Tuesday, 2 April 2019 12:38 PM
To: [REDACTED]
Subject: [REDACTED] JOHN STREET

RESPONSE ALREADY

Kind Regards,
[REDACTED]

-----Original Message-----

From: Natalie Campion <Natalie.Campion@nillumbik.vic.gov.au>
Sent: Tuesday, 2 April 2019 12:32 PM
To: [REDACTED]
Cc: Jonathon Miller <Jonathon.Miller@nillumbik.vic.gov.au>
Subject: FW: [REDACTED]

Dear [REDACTED]

As advised in my email on the 18 October 2018 (below), Council did discuss with the current owners of both [REDACTED] and [REDACTED] John Street, Eltham about purchasing part of the road reserve and putting this matter up to Council for consideration in January 2018, however the owners advised Council that they weren't interested in purchasing the land from Council but instead lodged an adverse possession claim.

This opportunity for Council to consider the road discontinuance and sale of land has now passed. The title has been transferred into Council's name and will remain a road reserve.

Kind Regards

Natalie Campion | Property Coordinator Nillumbik Shire Council | PO Box 476 | Greensborough VIC 3088
9433 3204 | 9433 3777 | natalie.campion@nillumbik.vic.gov.au

From: [REDACTED]
Sent: Saturday, 20 October 2018 1:06 PM
To: Natalie Campion; [REDACTED]
Cc: Dora Ilov
Subject: RE: [REDACTED] JOHN STREET

Thankyou for your quick response, I will look into it

Kind Regards,
[REDACTED]

From: Natalie Campion <Natalie.Campion@nillumbik.vic.gov.au>
Sent: Thursday, 18 October 2018 5:02 PM
To: [REDACTED]
Cc: Dora Ilov <Dora.Ilov@nillumbik.vic.gov.au>
Subject: RE: [REDACTED] JOHN STREET

[REDACTED]

Council did discuss with the current owners about purchasing part of the road reserve and putting this matter up to Council for consideration in January 2018, however the owners advised Council that they weren't interested in purchasing the land from Council but instead lodged an adverse possession claim.

Two caveats for adverse possession claims now exist on the title so Council is unable to consider this land for sale until a decision is made by Land Use Victoria or both caveats are withdrawn.

Kind Regards

Natalie Campion | Acting Coordinator Projects and Property Nillumbik Shire Council | PO Box 476 |
Greensborough VIC 3088
9433 3204 | 9433 3777 | natalie.campion@nillumbik.vic.gov.au

From: [REDACTED]
Sent: Tuesday, 16 October 2018 10:14 PM
To: Natalie Campion
Cc: [REDACTED]
Subject: [REDACTED] JOHN STREET

GOOD MORNING NATALIE
PLEASE SEE ATTACHED ,NO DOUBT THIS ISSUE YOU AARE FAMILIAR WITH, I HAVE AGREED TO
BUY [REDACTED] JOHN STREET AND WOULD ALSO LIKE TO PURCHASE THE REAR LAND, CAN YOU
PLEASE UPDATE YOUR OFFER SO WE CAN FINALISE THIS KIND REGARDS [REDACTED]

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-----Original Message-----

From: [REDACTED]
Sent: Tuesday, 2 April 2019 10:40 AM
To: Natalie Campion; [REDACTED]
Cc: [REDACTED]
Subject: [REDACTED] JOHN STREET

GOOD MORNING NATALIE,
PS YOU AY OR MAY NOT BE AWARE I LIKE TO TYPE IN CAPITALS (ITS AN EYESITE THING) AS
YOU CAN SEE ATTACHED AND MAY WELL BE AWARE BOTH MYSELF AND THE [REDACTED] FAMILY
AGREED TO REMOVE A CAVEAT/CLAIM TO ASSIST COUNCIL GETTING THE LAND FORMALLY
INTO THEIR NAME/ENTITIES ETC, WE WOULD EXPECT TO HAVE HAD COMMENT'S/FOLLOW UP
NOW INTO TAKING OWNERSHIP OF THE LAND IN QUESTION, UNDERSTANDING THAT WHILST
COUNCIL OFFERED TO SELL TO US LONG AGO, IT WAS NOT IN A LEGALLY CORRECT POSITION
TO SELL WHAT THEY DID NOT LEGALLY OWN, CAN YOU PLEASE RE/ISSUE A NEW OFFER ASAP
SO THIS CAN BE AT AN END

Kind Regards,
[REDACTED]

-----Original Message-----

From: [REDACTED]
Sent: Tuesday, 2 April 2019 10:05 AM
To: [REDACTED]
Subject:

FS-C8525MFP
[00:17:c8:03:e9:d3]

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<https://www.avast.com/antivirus>

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Submitter 2 - Attachment 2

Bea Guevara

From: [REDACTED]
Sent: Tuesday, 2 April 2019 10:40 AM
To: Natalie Campion; [REDACTED]
Subject: [REDACTED] JOHN STREET
Attachments: doc01387720190402100459.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

GOOD MORNING NATALIE,
PS YOU AY OR MAY NOT BE AWARE I LIKE TO TYPE IN CAPITALS (ITS AN EYESITE THING) AS YOU CAN SEE ATTACHED AND MAY WELL BE AWARE BOTH MYSELF AND THE [REDACTED] FAMILY AGREED TO REMOVE A CAVEAT/CLAIM TO ASSIST COUNCIL GETTING THE LAND FORMALLY INTO THEIR NAME/ENTITIES ETC, WE WOULD EXPECT TO HAVE HAD COMMENT'S/FOLLOW UP NOW INTO TAKING OWNERSHIP OF THE LAND IN QUESTION, UNDERSTANDING THAT WHILST COUNCIL OFFERED TO SELL TO US LONG AGO, IT WAS NOT IN A LEGALLY CORRECT POSITION TO SELL WHAT THEY DID NOT LEGALLY OWN, CAN YOU PLEASE RE/ISSUE A NEW OFFER ASAP SO THIS CAN BE AT AN END

Kind Regards,
[REDACTED]

[REDACTED] Message-----
From: [REDACTED]
Sent: Tuesday, 2 April 2019 10:05 AM
To: [REDACTED]
Subject:

FS-C8525MFP
[00:17:c8:03:e9:d3]

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<https://www.avast.com/antivirus>

Submitter 2 - Attachment 2.1
(Attachment to the Attachment 2)

13/3/19

Bridge St
CLOSURE

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

VOLUME 09543 POLIO 947

Security no :
Produced 13/03/2019 10:31 AM

LAND DESCRIPTION

Road R1 on Plan of Subdivision 121379.
PARENT TITLES :
Volume 07965 Folio 171 Volume 08181 Folio 532
Created by instrument LP136173 27/03/1984

REGISTERED PROPRIETOR

Estate Fee Simple
Sole Proprietor
NILLUMBIK SHIRE COUNCIL of CIVIC DRIVE GREENSBOROUGH VIC 3088
AR817654B 08/01/2019

ENCUMBRANCES, CAVEATS AND NOTICES

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

DIAGRAM LOCATION

SEE LP121379 FOR FURTHER DETAILS AND BOUNDARIES

ACTIVITY IN THE LAST 125 DAYS

NUMBER	DISPOSITION OF LAND	STATUS	DATE
AR817654B (O)	DISPOSITION OF LAND	Registered	20/02/2019
AR942537F	AMEND PCT TO eCT	Registered	20/02/2019

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

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

ADMINISTRATIVE NOTICES

NIL

eCT Control 09884F NILLUMBIK SHIRE COUNCIL
Effective from 20/02/2019

DOCUMENT END

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Submitter 2 - Attachment 3

Bea Guevara

From: Natalie Campion <Natalie.Campion@nillumbik.vic.gov.au>
Sent: Tuesday, 2 April 2019 12:32 PM
To: [REDACTED]
Cc: Jonathon Miller
Subject: FW: [REDACTED] JOHN STREET

Follow Up Flag: Follow up
Flag Status: Flagged

Dear John

As advised in my email on the 18 October 2018 (below), Council did discuss with the current owners of both [REDACTED] John Street, Eltham about purchasing part of the road reserve and putting this matter up to Council for consideration in January 2018, however the owners advised Council that they weren't interested in purchasing the land from Council but instead lodged an adverse possession claim.

This opportunity for Council to consider the road discontinuance and sale of land has now passed. The title has been transferred into Council's name and will remain a road reserve.

Kind Regards

Natalie Campion | Property Coordinator Nillumbik Shire Council | PO Box 476 | Greensborough VIC 3088
9433 3204 | 9433 3777 | natalie.campion@nillumbik.vic.gov.au

From: [REDACTED]
Sent: Saturday, 20 October 2018 1:06 PM
To: Natalie Campion; [REDACTED]
Cc: Dora Ilov
Subject: RE: [REDACTED] JOHN STREET

Thankyou for your quick response, I will look into it

Kind Regards,
[REDACTED]

From: Natalie Campion <Natalie.Campion@nillumbik.vic.gov.au>
Sent: Thursday, 18 October 2018 5:02 PM
To: [REDACTED]
Cc: Dora Ilov <Dora.Ilov@nillumbik.vic.gov.au>
Subject: RE: [REDACTED] JOHN STREET

Dear [REDACTED]

Council did discuss with the current owners about purchasing part of the road reserve and putting this matter up to Council for consideration in January 2018, however the owners advised Council that they weren't interested in purchasing the land from Council but instead lodged an adverse possession claim.

Two caveats for adverse possession claims now exist on the title so Council is unable to consider this land for sale until a decision is made by Land Use Victoria or both caveats are withdrawn.

Kind Regards

Natalie Campion | Acting Coordinator Projects and Property Nillumbik Shire Council | PO Box 476 |
Greensborough VIC 3088
9433 3204 | 9433 3777 | natalie.campion@nillumbik.vic.gov.au

From: [REDACTED]
Sent: Tuesday, 16 October 2018 10:14 PM
To: Natalie Campion
Cc: [REDACTED]
Subject: [REDACTED] JOHN STREET

GOOD MORNING NATALIE
PLEASE SEE ATTACHED ,NO DOUBT THIS ISSUE YOU AARE FAMILIAR WITH, I HAVE AGREED TO
BUY [REDACTED] JOHN STREET AND WOULD ALSO LIKE TO PURCHASE THE REAR LAND, CAN YOU
PLEASE UPDATE YOUR OFFER SO WE CAN FINALISE THIS KIND REGARDS [REDACTED]

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-----Original Message-----

From: [REDACTED]
Sent: Tuesday, 2 April 2019 10:40 AM
To: Natalie Campion; Juli Skeparoski
Cc: [REDACTED]
Subject: [REDACTED] JOHN STREET

GOOD MORNING NATALIE,
PS YOU AY OR MAY NOT BE AWARE I LIKE TO TYPE IN CAPITALS (ITS AN EYESITE THING) AS
YOU CAN SEE ATTACHED AND MAY WELL BE AWARE BOTH MYSELF AND THE [REDACTED] FAMILY
AGREED TO REMOVE A CAVEAT/CLAIM TO ASSIST COUNCIL GETTING THE LAND FORMALLY
INTO THEIR NAME/ENTITIES ETC, WE WOULD EXPECT TO HAVE HAD COMMENT'S/FOLLOW UP
NOW INTO TAKING OWNERSHIP OF THE LAND IN QUESTION, UNDERSTANDING THAT WHILST
COUNCIL OFFERED TO SELL TO US LONG AGO, IT WAS NOT IN A LEGALLY CORRECT POSITION
TO SELL WHAT THEY DID NOT LEGALLY OWN, CAN YOU PLEASE RE/ISSUE A NEW OFFER ASAP
SO THIS CAN BE AT AN END

Kind Regards,
[REDACTED]

-----Original Message-----

From: [REDACTED]
Sent: Tuesday, 2 April 2019 10:05 AM
To: [REDACTED]
Subject:

FS-C8525MFP
[00:17:c8:03:e9:d3]

This email has been checked for viruses by Avast antivirus software.

10 February 2021

[REDACTED]
[REDACTED] John Street
Eltham, VIC 3095
Australia
[REDACTED]

Mr Rosa Zouzoulis
Executive Manager Community Safety and Planning
Nillumbik Shire Council
strategic.planning@nillumbik.vic.gov.au

Dear Ms Zouzoulis,

Re: Nillumbik Planning Scheme (NPS) Amendment No C126 to Partially Rezone the Eastern End of John Street, Eltham from Neighbourhood Residential Zone Schedule 1 to Public Park and Recreation Zone.

We refer to the above matter and to Council's letter to us, dated 7 January 2021, and confirm we write in response to Council's invitation for submissions regarding this matter. We confirm our submission as follows:

1. We are [REDACTED], both of [REDACTED] John Street, Eltham.
2. We are writing to object to the Council's current proposal to partially rezone the eastern end of John Street, Eltham ("The Proposal").
3. We refer to:
 - (a) the attached survey sketch plan of the eastern end of John Street, as prepared by Lawlor & Loy ("Appendix 1");
 - (b) the Plan of Survey prepared by the Webster Survey Group ("Appendix 2");
 - (c) the 2016 copy of a LANDATA Plan of Consolidation of the property being [REDACTED] John Street, Eltham ("Appendix 3");
 - (d) an explanatory letter authored by Mr Neil Webster of the Webster Survey Group ("Appendix 4").
4. We wish to object to the Proposal because the area to be rezoned as Public Park and Recreation Land (edged red on "Appendix 1") includes land that we have been occupying as part of our garden for more than 30 years, as approximately indicated on the Lawlor & Loy Sketch Plan ("Appendix 1") with an accompanying annotation "This Area Occupied by No. 86". The attached Webster Group Plan of Survey, ("Appendix 2"), refers to "This Area Occupied by No. 86" with the annotation "B": herein referred to as "the Occupied Land". Both the Lawlor & Loy Sketch Plan and the Webster Group Survey Plan clearly indicate the 'star picket and wire' fence that can be identified as having formed the physical boundary of the Occupied Land for a period of at least 43 years. From the time of the 1974 subdivision, the Occupied Land: (a) has been held in the name of the sub-divider who is a private entity, and (b) has never been managed by Nillumbik Shire Council (NSC) as has been indicated in their communications and

1/3

public notices. The Occupied Land has never been open to pedestrian or vehicular traffic: it has never served an Open Space function as has been misleadingly stated in Council communications related to both this matter and the John Street Eltham Road Discontinuance proposal.

5. We request that Council remove the Occupied Land from the proposed NPS Amendment No C126 to Partially Rezone the Eastern End of John Street, Eltham from Neighbourhood Residential Zone Schedule 1 to Public Park and Recreation Zone.
6. We believe that we have acquired the right to make this request based on (a) our continued and exclusive ownership, occupation and use of the [REDACTED] John Street, Eltham property, and (b) the fact that we will be adversely affected by the C126 Amendment that is the subject of this submission. During our exclusive and continued use of the Occupied Land over a period of 33 years we have never received any complaints or objection to our occupation.
7. We are concerned that any attempts to open up the Occupied Land to recreational use and pedestrian access would have a detrimental effect on our security, privacy and quiet enjoyment of our home and garden. Should the rezoning amendment succeed, the public would have open access to our garden and be within a few metres of our home and living area: a Bush Garden Overlay applies to the Eastern end of John Street and security or privacy fencing would be disallowed as such wouldn't comply with the Neighbourhood Residential SLO 3 Zoning (NRZ - SLO3) requirements.

Background

8. We purchased the property at [REDACTED] John Street in 1987. At the time that we purchased the property, the Occupied Land had already been enclosed and occupied by the previous owner.
9. We were therefore under the impression when we purchased the property in 1987 that the physical boundaries represented the boundary of [REDACTED] John Street. The boundary fences have not been moved and therefore the current boundary fences of [REDACTED] John Street are as they were at the time we purchased the property in 1987.
10. We then proceeded to complete the existing mudbrick dwelling and over time we landscaped the garden, which included the Occupied Land.
11. It was only in October 2016 that we became aware that our northern boundary fence was not sited on the title boundary as shown in the plan to our title [REDACTED] ("Appendix 3"). The circumstances around this discovery are explained in the attached letter from our surveyor Neil Webster, dated 23 November, 2020 ("Appendix 4").
12. Our exclusive occupation of the Occupied Land has therefore existed for more than 30 years without causing any issues for our neighbours, pedestrians, or other members of the public and we have never received any complaints. Furthermore, our occupation does not conflict with the Council's wish to preserve the land coloured blue on Appendix 1 as a reserve; in fact, our using the Occupied Land as a landscaped garden aligns with the Council's wish that the land not be used as a road.

Conclusion

13. We object to the re-zoning proposal on the on the basis that the Occupied Land:
 - a. has never been open to pedestrian or vehicular traffic;
 - b. has never been managed by Nillumbik Shire Council;

- c. is held in the names of the original sub-dividers;
- d. has been cared for by us as responsible custodians during our period of occupation;
- e. has been fenced to the exclusion of the public for at least 43 years;
- f. currently acts as a buffer between our living area and a public open space (the loss of which would negatively impact on our privacy, security and quiet enjoyment of our property, considering the architectural and landscaping layout);
- g. if rezoned, would leave the entire 46m frontage of our home un-fenced and exposed to the roaming public, a few metres from our open-plan residence living areas (the NRZ Bush Garden Precinct SLO3 requirements would preclude the erection of a security fence).

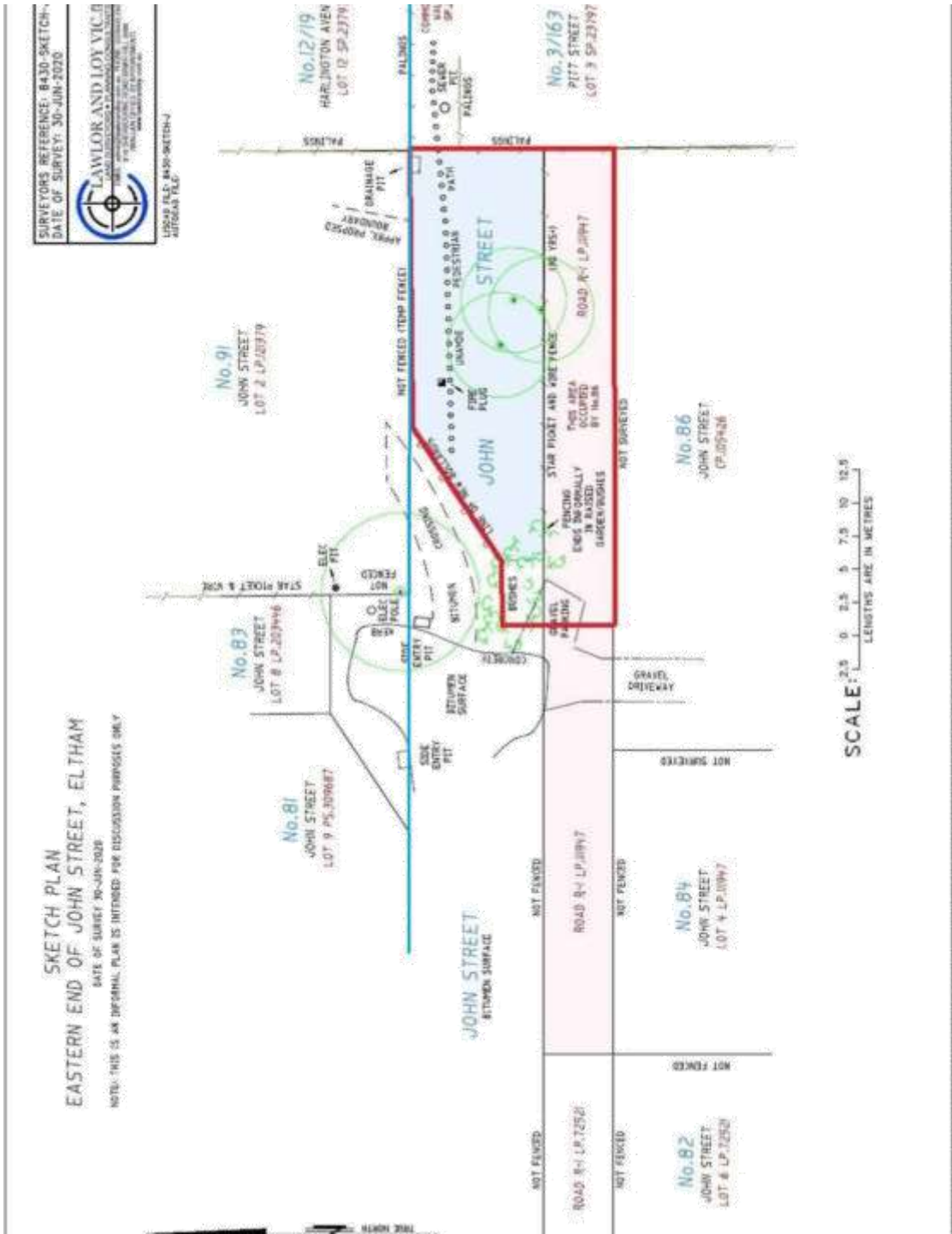
14. We respectfully ask the Council to support our request to remove the Occupied Land from the proposed NPS Amendment No C126.

15. We are happy to provide any further information the Council requires.

Yours sincerely,

[Redacted Signature]

Att: Appendix 1 – Lawlor & Loy survey sketch plan
 Appendix 2 – Plan of Survey
 Appendix 3 – [Redacted]
 Appendix 4 – Letter from Neil Webster



<h1 style="margin: 0;">PLAN OF SURVEY</h1>			
LOCATION OF LAND PARISH: NILLUMBIK TOWNSHIP: SECTION: 4 CROWN ALLOTMENT: 12 (PART) CROWN PORTION: LAST PLAN REFERENCE: TITLE REFERENCE: 		NOTATIONS The land under survey is shown enclosed by continuous thick lines. E-1: Drainage and Sewerage Easement	

JOHN STREET

Palings

5.18

22.97

5.18

0°00' (34.62)

Mud Brick Building

APPROX NORTH

N.F. Post 90°00' and Wire

Rocks and Mound

319°42' 1.90

39°11' 4.87

30.90

32.77

90°00' (45.44)

Not Fenced

2.44

2.44

45.86

270°00' 0.30 and Wire 0.17 and Mesh

Post and Wire and Mesh

Post and Wire and Netting

179°19'

34.62

2.44

2.44

E-1

E-1

ORIGINAL SHEET SIZE: A3		CERTIFICATION BY SURVEYOR		SHEET 1 OF 1	
SCALE 1:250	<p>LENGTHS ARE IN METRES</p>	<div style="display: flex; justify-content: space-between; align-items: center;"> <div style="width: 40%;"> <p>WEBSTER SURVEY GROUP ABN: 35 456 988 855 662 Main Road, Eltham 3095 P.O. Box 291, Eltham 3095 Telephone: (03) 9439 4222 Facsimile: (03) 9439 5288 webstergroup.com.au</p> </div> <div style="width: 60%; text-align: center;"> <p>NEIL ALFRED WEBSTER, VERSION 01</p> </div> </div>			
SURVEYORS FILE REF: 15658R					

Delivered by LANDATA®. Land Victoria timestamp 04/10/2016 09:47 Page 1 of 1

PLAN OF CONSOLIDATION OF
PART OF CROWN ALLOTMENT 12
SECTION 4
PARISH: NILLUMBIK
COUNTY: EVELYN
Measurements are in METRES

APPROVED

Shire Ref 76/66

APPROVED
25/7/76 P.S.
9177 FOL 227
VOL. STREET

ENCUMBRANCES
AS TO THE LAND MARKED E-1
THE EASEMENTS (IF ANY) EXISTING OVER
THE SAME BY VIRTUE OF SECTION 98 OF
THE TRANSFER OF LAND ACT

JOHN ROAD 90° 0' ROAD

22.97 45.44 2.44

E-1

34.62 179° 19'

2.44 45.86 270° 0'

2.44

SEC 5

DRAINAGE & SEWERAGE
EASEMENT VIDE L P 111947

WARNING THE IMAGE OF THIS DOCUMENT ON THE REGISTER HAS BEEN DIGITALLY AMENDED
NO FURTHER AMENDMENTS ARE TO BE MADE TO THE ORIGINAL DOCUMENT OF THE REGISTER

Shire of Eltham Council on the 5th day of July 1976
As witnesses thereof, the Commis-
sioners of the Shire of Eltham was affixed here-
to on the 5th day of July 1976
in the presence of

President
Councillor

Sealed Pursuant to the provisions of Sec
569 AB of the Local Govt Act

CONSENT OF COUNCIL	SURVEYORS CERTIFICATION
THIS PLAN OF CONSOLIDATION OF TITLE WAS APPROVED BY THE COUNCIL OF THE SHIRE OF ELTHAM ON THE DAY OF AND HAS BEEN SEALED PURSUANT TO THE PROVISIONS OF SECTION 569 AB OF THE LOCAL GOVERNMENT ACT	I CERTIFY THAT THIS PLAN HAS BEEN MADE BY ME AND ACCORDS WITH TITLE. Michael J. Loy LICENSED SURVEYOR DATE 8/6/1976 REF. 2302/929

CP105426



23 November, 2020

Reference: 15658

Chief Executive Officer
Nillumbik Shire Council
Civic Drive
GREENSBOROUGH 3088

Dear Sir,

RE: [REDACTED] John Street, Eltham

We act on behalf of [REDACTED] with regard to their property at [REDACTED] John Street, Eltham.

Originally from interstate, they purchased the unfinished property in 1987.

When they purchased the property there was a boundary fencing in place and their expectation was that the existing fencing represented the boundary of the parcel of land they had purchased.

[REDACTED] then proceeded to complete the mudbrick dwelling and over a period of time they maintained, improved and nurtured their house and garden area for a period of 33 years to date.

The home represents a fine example of the iconic Eltham mudbrick house.

In October 2016 our office was instructed to carry out a title boundary survey of the property in order to confirm the true line for a replacement fence along the southern boundary. As part of our survey we identified that the John Street boundary fence was on the original John Street alignment however the fence line did not represent the current title boundary. [REDACTED] property was created in a Plan of Subdivision approved in May 1974 (LP 111947). Around that time, any re-subdivision in the smaller streets such as John Street, which were initially set aside with the width of 33 feet, were required to show a widening strip so as to increase the overall width to 50 feet.



WEBSTER SURVEY GROUP ABN 35 456 993 855

p (03) 9439 4222 f (03) 9439 5288 e info@webstergroup.com.au w webstergroup.com.au
662 Main Road, Eltham 3095 All correspondence to PO Box 291, Eltham 3095

➤ LAND SURVEYORS ➤ TOWN PLANNING ➤ PROJECT MANAGEMENT



-2-

However, continuity of the widening was never achieved and therefore no longer practical.

It came as somewhat of a shock to [REDACTED] when they were informed that land they had been maintaining for more than 30 years' was not part of their title .

Due to ongoing recent events it is now becoming most important that the matter is resolved especially to protect their privacy, security and quiet enjoyment of the land.

It is noted that the strip of land does have a "Road" status and therefore we request your assistance in providing a letter to Land Registry stating that the Road is not required for that specific purpose and the Road status can be removed.

We look forward to your further communication in this matter however should you require further information please do not hesitate to contact our office.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Neil Webster', on a light pink background.

Neil Webster
Director

Cc: [REDACTED]



WEBSTER SURVEY GROUP ABN 35 456 993 855

p (03) 9439 4222 f (03) 9439 5288 e info@webstergroup.com.au w webstergroup.com.au
662 Main Road, Eltham 3095 All correspondence to PO Box 291, Eltham 3095

➤ LAND SURVEYORS ➤ TOWN PLANNING ➤ PROJECT MANAGEMENT