

Minutes

Date: Monday, 20 November 2023
Time: 7 – 9pm
Venue: Council Chambers and Via Zoom. The meeting was recorded
Chair: Cr. Geoff Paine
Minute taker: Sarah Hammond, Arts Program Officer
Attendees: * via zoom
Councillors: Cr Geoff Paine (Chair)

Committee Members: Leanne Ipsen, Rebecca Davies *, Chris Cook *, Terrie Waddell, Jean Verso *, Chloe Mann *, Cassie May, Sandra Miller, Yu Fang Chi *, Sammaneh Pourshafighi.

Officers: Nichole Johnson (Manager Community Partnerships), Saleh Hadi (Coordinator Arts & Cultural Development), Sarah Hammond (Arts Program Officer), Emily Wubben * (Curator & Collections Management Officer), Jacqueline Felstead (Exhibitions Support Officer), Ignacio Zamora (Arts Development Officer).

Apologies: Cr Peter Perkins, Corrienne Nichols (Director Communities), Alli Spoor, Mel Paine, Elsa Ch'ng, Simone Thomson.

Order of business

1. Attendees

Attendance and apologies were confirmed.

2. Acknowledgement of Country

Acknowledgement of Country was conducted by the Chair.

3. Welcome and Introduction

Attendance and apologies were confirmed.

New Arts & Cultural Development team members were introduced: Jacqueline Felstead, Exhibitions Officer and Ignacio Zamora, Arts Development Officer

4. Conflict of interest and Informal Meeting of Councillors

No conflicts of interest were recorded.

ACTION: To submit Informal Meeting of Councillors Record to Governance.

5. Minutes from previous meeting

The minutes of the meeting held on 25 September 2023 were confirmed as a true and accurate record of the meeting.

Moved: Cassie May. Seconded: Sandi Miller. Carried

6. Matters Arising

- Correct spelling of Simone Thomson's surname actioned.
- Minutes of 15 May 2023 updated to include attendance of Leanne Ipsen.

7. Creative Infrastructure Framework Update

See copy presentation (attached).

Updates presented:

- The purpose of the community engagement.
- How we engaged.
- Next Steps.

8. Officer Updates – Arts & Cultural Development

See copy presentation (attached).

Curator & Collections Management

Updates presented:

- Artwork Changeovers – Eltham Community Reception Centre
- Art Collection Disaster Plan
- Acquisition of donated artworks

Arts Programs

Update presented on the Nillumbik Prize for Contemporary Writing 2024.

Eltham Library Community Gallery + Socials

Updates presented on:

- Creative Minds Exhibition
- Emily Viski : Dogs are like sunshine
- DiversARTy : Living and Learning Nillumbik
- Ayman Kaake: Know Their Names - Midsumma Festival

Arts Development

Updates presented on:

- Changing Places Facility, Alistair Knox Park
- Tim Reid, Diamond Hills Pre School
- Skateboarding Park Mural, Diamond Creek Skate Park
- Maureen Faye-Chauhan: Gunga Winhanga Warr Bundha
Ba Winhanga Warr Djurring, Eltham Gateway
- Heidelberg School Artist Trail Signs, Eltham District
- Audit and Maintenance Plan, Nillumbik Shire
- Nillumbik Shire Council Public Art Collection Policy 2023-26 and the Nillumbik Shire Art Collection Internal Operations Guidelines 2023-2026.

9. Other Business

Members were invited to raise any other items for discussion or for future agenda scheduling.

Art Gallery Advocacy Movement

It was noted that there is a local community group advocating for Council to approach State Government for funding to develop an art gallery on council-owned Main Road, Eltham land. \$50Million budget estimated. The group has developed an architectural plan and has submitted this to Council. Philanthropic donations and investors are being sought. It was noted that this plan was also submitted as part of the community engagement/feedback on the Draft Creative Infrastructure Framework and that the concept of an art gallery is included in the Draft Creative Infrastructure Framework.

A planning and consultation meeting is scheduled for March 2024, at which members of the public may speak to the Creative Infrastructure Framework.

Events and Awards information

The Centre for Contemporary Photography has an opening on Saturday, 30 November (6-9pm) in Fitzroy. [Home - Centre for Contemporary Photography \(ccp.org.au\)](https://www.ccp.org.au)

The Melbourne Awards were recently announced. [Melbourne Awards – 2023 winners - City of Melbourne](#). The Arts & Events Award was won by a group that local creative, Sammaneh Pourshafighi, works with. APHIDS is an artist-led experimental art organisation founded in 1994. The group creates experimental work across art forms and contexts: in public space, festivals, digital platforms, across visual and performing arts, major institutions and beyond. [APHIDS — About](#)

10. 2024 Meetings

Proposed dates for 2024 were approved with the November/December meeting to be confirmed. Meetings are scheduled for the **3rd Monday of every quarter.**

Monday, 19 February 2024

Monday, 20 May 2024

Monday, 19 August 2024 (*last meeting for outgoing 2022-24 members*)

4th Meeting TBC (Nov-Dec) (*first meeting for new 2024-26 members*)

11. Close

The meeting closed at 8.14 pm.

Inclusion and Access Advisory Committee

Minutes



Date: Friday 15 December 2023
Time: 10.00am – 12:30pm
Venue: Council Chambers, Civic Drive, Greensborough 3088
Chair: Cr Perkins
Scribe: Julie-Anne Grech

Attendees:

Councillors:

Cr Perkins

Council Officers:

Narelle Hart (Manager Community Programs), Angela Lampard (Coordinator, Disability Inclusion and Volunteering), Angela Clare (Disability Inclusion Officer), Julie-Anne Grech (Business and Program Support Officer)

Committee members:

Neville Coutts, Rhonda Bain, James Lindrea, Diana Warrell, Sue King, Silvana Scibilia, Geoff Weber (St John of God Accord), Jo Ahladas (Different Journeys), Helen Ryan (Araluen), Nicole Coxford (Carers Collective) and Aaron Williams (Brotherhood of St Laurence)

Other:

Adriana Lancuba



Apologies:

Carol Lee, Gina Lloyd-Thomas and Melanie Keely

Order of business

1. Welcome by Chair, Cr Perkins.

Confirmation by Cr Perkins that he has be re-appointed to the Inclusion and Access Advisory Committee as Chair for another 12 month term.

Cr Perkins was thanked by the Committee for his ongoing support of the Committee.

2. Acknowledgement of Country

Acknowledgement of Country was read by Cr Perkins.

3. Conflict of Interest and Informal Meeting of Councillors Record

Nil

4. The Minutes of the previous meeting held on 27 October were confirmed as a true and accurate record of the meeting.

Proposed: Rhonda Bain

Seconded: Sue King

5. Demonstration day at Hurstbridge Hub for a proposed Tovertafel – Rhonda Bain (Please see Disability Action Plan reference: 5.3.10 and 5.4.1)

Background: A Tovertafel, also known as the "Magic Table," is an interactive light projector designed to engage and stimulate individuals with cognitive challenges, such as dementia, autism or people with intellectual disabilities. Its benefits include promoting social interaction, sensory stimulation, cognitive engagement, and has proven to provide overall improved well-being. By projecting

interactive games and visual stimuli onto a table or the floor, the Tovertafel encourages participants to move, touch, and interact with the projected images, fostering physical activity and enhancing cognitive functions.

Rhonda shared with the Committee her experience at the Hurstbridge Hub Tovertafel demonstration, detailing how rewarding it was to watch intergenerational interaction of attendees and how beneficial it would be to the Nillumbik Community.

The Committee was advised that Council is looking to purchase a Tovertafel for the Hurstbridge Hub which will require building modification, installation, access and maintenance. It is expected that installation will take place early in 2024. Once installed, it is hoped that the increase in interest will lead to multiple Tovertafel sites in the Shire.

Committee members noted the benefits of a mobile unit for the autistic community and groups in general.

A committee member shared with the group a recent workshop which highlighted the use of artificial intelligence in reminiscence therapy. A mobile unit is currently being developed that is easy to use and provides a personal experience; helping to bring family, photos and memories to life to assist people with cognitive difficulties.

6. Application of CCTV security for Council facilities – Rhonda Bain

The conversation continued regarding CCTV security for the new Changing Places facility at Alistair Knox Park and other facilities around the Shire subjected to graffiti.

While not available at present, Council's IT Department is investigating a centralised security system and a consistent approach to tackling security issues which include issues of privacy, program and financial support.

A committee member raised the consideration of soap in all public facilities as a matter of hygiene.

7. International Day of People with a Disability (IDPwD) grant program - event update: Angela Clare, Disability Inclusion Officer

(Please see Disability Action Plan reference: 5.3.5)

An update of the IDPwD grant program of events was provided to the Committee by Angela Clare, as well as other Committee members who either attended events or played a key role to help make them happen. All events were a great success with many groups achieving ongoing benefits. Council was acknowledged for their ongoing commitment to fund and support local IDPwD celebrations, while highlighting the contributions people with disability make to our community.

8. School Leaver Employment Support (SLES) Program Geoff Weber, St. John of God Accord

Geoff informed the Committee of the School Leaver Employment Support (SLES) program at St John of God (SJOG). SJOG work with young people from 17 – 22 who are transitioning to work. The overall goal is to build up education, capacity, work skills and training within a working environment. Ultimately, after workshopping with clients and families about hobbies, interests, wants, support needs and expectations, a flexible course and program is customised for clients at local places of employment or voluntary positions.

9. Men's Shed mentoring Program – James Lindrea

James spoke about how his creative passion to make something with his own hands led to an opportunity via Diamond Creek Men's Shed. James explained that because of his limited vision, he needs extra time and support, especially when using tools. Phil from Diamond Creek Men's Shed saw this need and offered to create 1:1 time with James, bringing all the required tools to James at his home. James shared photos and videos of himself and Phil. Their shared passion for woodwork was clear to all and despite their age gap, a great friendship has formed.

10. Christmas celebration/thank you to members

Next Committee meeting:

Where:

Nillumbik Shire Council (Council Chamber). Civic Drive
Greensborough

When: 23 February 2024

Time: 10am -12pm.

2024 Meeting dates* are below:

Friday 23 February

Friday 3 May (**NOTE** amended from 26 April due to the public holiday on 25 April)

Friday 28 June

Friday 23 August

Friday 13 December

Please note: all meetings are to be held in the Council Chamber (unless negotiated with Committee members) from 10am – 12pm.

Date: Friday 2 February 2024

Time: 10.30am – 1.30pm

Nillumbik Shire Council; Chamber and via Zoom

Venue:

Cr Frances Eyre

Chair:

Present:

PAAC Members: Tanya Cottrell, Sandra Verdam, Ann Hutchinson, Kate Puls, Tom Fisher, Yuqi Yan, Sheila Cheary, Janice Crosswhite, Deanna Finn, Mahshid Ghorbani, Joy Ferguson

Council: Cr Frances Eyre, Narelle Hart (Manager Community Programs), Leanne Horvath (Coordinator Community Support Services), Heather Macmillan (Positive Ageing Officer), Julie-Anne Grech (Business and Program Support Officer)

Guest Speakers: Leigh Northwood (Manager Strategic Planning and Environment) and Sarah Shehata, (Senior Strategic Planner), Tony Augunas (Senior Strategic Planner)

Apologies: Annie Lee, Richard Kottek, Chantel Blitenthal, Tamlyn Carr

Order of business

1. Welcome

Cr. Eyre welcomed all to PAAC and advised that Tamlyn Carr has resigned from the Positive Ageing Advisory Committee. Annie Lee will be joining the Committee as the new representative for Banksia Palliative Care. Chantel Blitenthal will join the Positive Ageing Advisory Committee in April as the representative of YPRL. Apologies were noted.

2. Acknowledgement of Country

Acknowledgement of Country was read by Cr Eyre.

3. Conflict of Interest and Informal Meeting of Councillors Record

Nil

4. Minutes of previous meeting & Outstanding Action Items

That the minutes of the meeting 1 December 2023 are confirmed as a true and accurate record of the meeting.

Moved: Janice Crosswhite

Seconded: Deanna Finn

Carried

The Committee was advised that the outstanding action item of increasing accessibility for residents to make Council payments at an alternative site is being discussed internally at this point.

An update of the options for pruning of the peppercorn trees outside Eltham Community and Reception Centre to enable greater visibility of the sign was given. The trees are on Vic Roads land, there is no environmental or heritage overlay on them. A Snap Send Solve has been logged with Vic Roads to have the trees pruned to allow better visibility of the ERCR driveway and signage.

5. Business Arising

Nil

6. Nillumbik Shire Council Housing Strategy update (part A.) Leigh Northwood, Manager Strategic Planning and Environment and Sarah Shehata, Senior Strategic Planner

Council is preparing a draft Housing Strategy 2024 that will help plan for future housing demand to meet the needs of the diverse communities of Nillumbik.

Sarah Shehata presented via Zoom and covered topics such as:

- Background information regarding urban growth, density, population, the unique 'Neighbourhood character of Nillumbik and the dominating 'Green Wedge'
- Federal, State and Local government Planning and Policy that needs to be adhered to in planning a Housing Strategy
- The processes and options available to Local Government with regards to forward planning
- Community Reference Group; details about the group and how they are looking to guide the strategy
- Changes to planning schemes such as small second dwellings
- The why's and how's of developing a Planning Strategy together with the areas of the Shire incorporated in the Strategy
- How the Committee and the public can get involved and have a say: provide feedback on Participate Nillumbik from 22 April to 27 May 2024:
participate.nillumbik.vic.gov.au/draft-housing-strategy-2023

Sarah's presentation will be emailed to all Positive Ageing Advisory Committee members.

7. Nillumbik Shire Council Housing Strategy update (part B), Q&A & discussion. Leigh Northwood, Manager Strategic Planning and Environment and Senior Strategic Planners Sarah Shehata and Tony Augunas

The Committee continued to discuss with Leigh Northwood their issues of concern regarding the Housing Strategy which included:

- Members of the Community with larger properties and houses not being able to downsize and stay in their local community as there are few / no options available. New rules surrounding changes to 'second dwellings/granny flats' may assist with this option for downsizing moving forward

- Discussion about the reference group representation – are there members from all areas and age demographics of the Shire? Most live in the higher density regions of the Shire
- Can areas in the Shire i.e. urban boundaries and the Green Wedge be rezoned for additional housing and purpose? Not at this point as it would take changes at the state level for this to occur – and do we really want change the ‘character’ of the Shire by changing the purpose of the protected ‘Green Wedge? Protection of the wedge has been in place since the 1970’s and is unlikely to change based on the importance of the food-bowl and biodiversity of the area
- A Neighbourhood Character Strategy has been completed which has provided Council with strong ideas what the Community does and does not want to see moving forward
- Nillumbik is quite constrained in what can and cannot be achieved based on resources available, topography and environmental overlays.
- Has the VCAT role changed? VCAT has greater mandates which puts them in the stronger position to reject planning proposals without hearing the case
- The resulting increase in house sales due to greater taxes thus leading to decrease in rental properties in the Shire
- The Draft Housing Strategy touches on design, diversity of housing, accessibility and balance in the existing environment while trying to protect the desired character of the Shire

8. ‘Open Minds’ Dementia Alliance New website update – Sandra Verdam

Sandra updated the group on the ‘Open Minds Nillumbik’ Dementia Friendly Alliance new website.

Various community members, Memory Care Café and Dementia Alliance associates have assisted with the website development and pictures/graphics creating the colourful and informative website. Website address is

<https://www.nillumbikdementiafriendly.org/ndf/mob2.php>

More work on the website will be forthcoming however, they are up and running.

Flyers have also been developed and printed providing information regarding the website and the Memory Care Café. Committee members were asked to share with their groups and distribute to medical clinics.

9. Brainstorm of older persons friendly ideas where people can go during heatwave/emergency.

A range of ideas were brainstormed by the group for places older people could go to during heatwave/emergency. A wide range of options was discussed as individual circumstance, ability and type of emergency vary, making some options more /less suitable.

The main criteria for dementia friendly places to go during an emergency is a secure area, somewhere with reduced noise, lights, movement and stimulation.

Suggestions from the Committee included:

- Movies
- Libraries
- Aged Care Facilities – approaching your local aged care facility to determine if day respite might be an option. Requires pre planning
- Hurstbridge Hub, Diamond Creek Community Centre
- Living & Learning Centres
- healthAbility
- Men’s Sheds
- Community Groups such as bowls clubs
- St Margaret’s church / any local church

The above list of suggestions (dementia friendly options) could be developed by the Dementia Alliance to see whether agreements could be put in place with individual sites to provide access. Also noted that many of the suggestions will require pre-planning by individuals or families before an emergency.

10. Roundtable

Narelle, Tom and Ann departed the Committee meeting early.

Ann advised (prior) that she has been making more food parcels, they are becoming so popular that healthAbility have now been contacting her for parcels to distribute at their office. Committee members volunteered to bring non-perishable food items to the next meeting

Yuqi – shared news of the coming events for the Eltham Chinese Seniors Citizen's group

- Tuesday 13 February - Lunar New Year celebratory lunch – Asian banquet lunch for group members
- Tuesday 19 February please feel free to join the Eltham Chinese Senior at the Diamond Valley Library to celebrate Cultural Diversity week. This will include a cooking demonstration and a light lunch. 10.000am to 2.00pm
- Friday 22 March Cultural Diversity Week. The Eltham library have invited the Chinses Seniors to perform Tai Chi and line dances. From 11.00am to 12.00pm

Janice – queried whether Nillumbik could offer free swimming access on Australia Day. Janice's previous enquiry was passed on to the Recreation and Leisure Team who work with Aligned Leisure in managing swimming options within the Shire. Might be a possibility for next year or potentially Senior's Week.

Sandra queried where Council was with the ToverTafel? Positive Ageing Officer to provide an update on this at next Dementia Alliance meeting. Sandra is looking to fundraise with local groups for more ToverTafel's within the community.

Kate advised that there are only 2 weeks remaining to feed back to the Department of Health and Aged Care regarding the Health Care Act. Kate to forward link to group for any wishing to contribute.

Deanna queried whether Committee members knew of anyone who has done training for a Laughing Group or who can run a Laughing group? If so, please advise Deanna

Heather advised the group on upcoming events being run by Positive Ageing:

- **Coordinated a talk with Gamblers Help Northern** on Tuesday 27 February for Diamond Creek Men's Shed.
- **World Elder Abuse Awareness Day – 3 talks being planned with Senior Rights Victoria:**
 - Monday 17th June general talk on elder abuse at the Hurstbridge Hub.
 - Tuesday 18 June elder abuse talk at the Chinese Senior Citizens (in Mandarin).
 - Wednesday 19th June talk at the Diamond Valley Library on 'Money, Ageing and Family'
- 17 April - **Come and Try Demonstration at the NARI park**, with coffee van, NARI staff, Champions.
- Currently planning a **Seniors Housing Forum** in August
- Currently undertaking some initial scoping with Banyule City Council on running a **Positive Ageing Expo** later in the year

Cr Eyre mentioned the possibility of inviting Vince Lombardi (Chief Operating Officer) to the Positive Ageing Advisory Committee.

11. Other Business

Janice – following up regarding the Planning Meeting session in 2023 – brainstormed idea of advertising to older people using electronic signage at strategic places in the Shire. The planning session was run as a stand-alone session with applicable ideas/issues potentially incorporated into the Health and Wellbeing Plan and other relevant Council plans or strategies. Positive Ageing Officer has discussed the matter of electronic signage with the Communications Department and it has already been flagged for exploration in the Communications 3 year strategy.

12. Next Meeting

When: Friday 5 April 2024

Time: 10.30am – 1.30pm

Where: Council Chambers and Hybrid on Zoom

Meeting closed 1.38pm

Action Summary Table			
Action	Who	Due	Completed?
Follow up on the possibility of offering another Council service site to increase accessibility for those in the outer parts of the Shire, particularly those who can't complete payments online. Cr Eyre has raised the matter with other Councillors who have agreed that it is a matter that needs further investigations. Councillors have requested a briefing from relevant Council Officers to investigate viability.	Cr Eyre	2 February 2024	Ongoing
Committee members to bring non-perishable food items to next meeting (if possible) to assist Ann with food parcels	Committee members	5 April 2024	

Current and upcoming Council engagements:

Engagement	Details

Minutes

- Date:** Thursday 15 February 2024
- Time:** 4:30pm – 6:00pm
- Venue:** Council Chambers – 32 Civic Drive Greensborough
- Chair:** Carl Cowie – Chief Executive Officer
- Minute Taker:** Georgie Nathan – Industry Development Officer
- Committee Members:** Nicole Staveley, Kirri Romero, Chanmali Tregambe,
- Other:** Renae Ahern – Acting Director Planning, Environment and Strategy
Tania Treasure - Economic Development and Tourism Lead
- Apologies:** Cr Duffy, Debby Maziarz, Orianna Edmonds, Claire Nolle, Katrina Naish, Phil Marendaz, George Apted, Craig Usher, Meera Govil

Order of business

1. Welcome

2. Acknowledgement of Country

3. Apologies

Cr Duffy, Debby Maziarz, Orianna Edmonds, Claire Nolle, Katrina Naish, Phil Marendaz, George Apted, Craig Usher, Meera Govil

4. Conflict of Interest and Informal Meeting of Councillors Record

No conflict of interest stated

5. Minutes of previous meeting

- **Call for motion** – Called by Nicole, Seconded by Chanmali

6. Introductions

- Round the table introductions
- Rosa Zouzoulas has resigned from her role at Nillumbik Shire and is commencing a new role at Glen Eira Council
- Renae Ahern is Acting Director Planning, Environment and Strategy, welcome Renae

7. Economic Development and Tourism update – Tania

- Supporting Agriculture in Nillumbik, further consultation has taken place. There is support for a self drive trail project supporting Agricultural businesses in the Shire. Updates of project will be provided at future meetings.
- Nillumbik Small Business Week - 27 to 31 May
 - 1) Monday - Regenerative Agriculture
 - 2) Tuesday - AI Workshop
 - 3) Wednesday - Creative Industries workshop
 - 4) Thursday - Consumer Trends
 - 5) Friday - Customer Experience
- Women in Business Event with guest speaker Fabian Dattner from Dattner Group on the 14 March.
- Sustainable business podcast coming soon
- Spendmapp – latest report distributed to committee members

8. Updated Terms of Reference

- Current committee membership expires July 2024
- Revised Terms of Reference distributed with agenda for Feedback
- Expression of Interest process for next term will be occurring in the coming months

9. Other Council Updates – Policies/Projects/Grants

[Enabling Tourism Fund 2024 | Business Victoria](#)

[Northern Business Achievement Awards](#)

[Nillumbik Biodiversity Strategy – Open](#), closes 3 March

[Parliament of Victoria - Victoria's food supply inquiry – calls for submissions](#)

[Energy Efficiency Grants for Small and Medium Enterprises Round 2 | business.gov.au](#) - opening 22 Feb

10. Around the table - committee member updates

- Committee sentiment noting mental health still a concern in the business community
- No pick up in retail post-Christmas – change in retail behaviors
- Businesses still trying to adjust post-COVID19 – what is the new normal?
- Eltham town – new business opening up, however some of the more established businesses are looking to close up/retiring
- People unlikely to look at opening a small business/shopfront, too expensive, too much work and stress, not as many entrepreneurs willing to take a risk to open a business
- Foot traffic is light on
- Consumer trends workshop as part of Small Business Week of interest

11. Close – 5:55pm

Remaining meetings for 2024

Thursday 16 May 2024 - 4:30pm – 6:00pm – Council Chambers

Thursday 15 August 2024 - 4:30pm – 6:00pm – Council Chambers

Thursday 5 December 2024 – 4:30pm – 6:00pm – Council Chambers

Items for Action

- Types of businesses that attended AI Workshop
To be provided at next meeting
- **Northern Business Achievement Awards Categories**

Please feel free to share the opportunity for businesses to apply. Expressions of interest opening soon and link will be shared with committee members.

Customer Service Award
Human Resources Award
Innovation and Enterprise Award
Export Award
Sustainability and Environment Award
Industry Education Engagement Award
Workplace Diversity Award
Philanthropy and Community Service Award
Digital Technology Award
Young Business Achiever
- **Comparable Spendmapp data from same time last year**
Consumer expenditure - Change in Total Local Spend
Oct-22 to Dec-22 = 10%
Oct-23 to Dec-23 = 8.3%

Minutes

Date: Monday, 19 February 2024

Time: 2:00pm – 4:00pm

Venue: Living & Learning Nillumbik – Panton Hill Neighbourhood House, 18 Bishops Rd, Panton Hill

Chair: Deborah Donehue

Minute taker: Vanessa Veldman

Committee Members: Cr Geoff Paine, Deborah Donehue, Sabi Bueler, Lynne Ellis, Deanna Finn

Other: Vanessa Veldman, Natalie Bucknell, Hilary Duns-Mackay, Fancy Chen, Erin Elderhurst, Corrienne Nicholls, Kellie Grocock, Cobie Vermeulen, Kathryn Lamb, Ni Li

Apologies: Sarah Doherty, Bambi Maclean

Order of business

1. Welcome

Welcome to everyone to the first meeting of 2024.

Welcome to Cr Geoff Paine

Observers - Kathryn Lamb, Ni Li

2. Acknowledgement of Country

Acknowledgement of Country was read by Deborah Donehue.

3. Apologies and review of previous meeting minutes

Minutes: No amendments.

Passed by Corrienne, seconded by Lynne

Trialing 2pm start as agreed at last meeting.

4. Conflict of Interest and Informal Meeting of Councilors Record

None

Minutes

5. Neighbourhood House update

Diamond Creek Neighbourhood Houses

- DC Christmas lunch – 55 attendees, a great community event
- 169 enrolments for Term 1
- 27 programs running + 3 Be Connected mentors offering multiple one to one sessions.
- 6 programs cancelled – 5 due to low enrolments and one due to a change in tutor availability (the DC Glee Club – 9 enrolments). 4 of these were new programs or session times which can often take a couple of attempts to get off the ground.
- 10 tutors contracted so far for the year, 8 volunteers + 3 digital mentors
- One new program – Music, movement and mindfulness – starts this week.
- Glee Club lost its tutor – currently looking for a new one.

Eltham Neighbourhood House

- 321 enrolled participants in Term 1, 31 classes / groups running
- 13 contracts tutors and 2 casual staff, 22 volunteers
- Parents and bubs yoga is being rested – may return in Term 2.
- New classes – Ester baskets, art for junior teens, new Paper Crafts Monday group.
- Botanical Illustration is running as a Makerspace for Term 1. Looking for new tutor to take over in Term 2.

Panton Hill Neighbourhood House

- 128 enrolments for Term 1, 14 programs running
- 4 contract tutors and 10 volunteers
- Garden expansion – levelling works, ordered veggie beds, new fence. More workshops are explored. Discussions with Estia Aged Care. Dementia care café to run a group as it is all fenced in. Carers hub running a workshop.
- Mosaics group is creating a Community Garden sign – launch during NH week
- One-off workshops – sourdough, clay earrings school holidays, Mother's day floristry
- PH Committee is exploring options for next drive, possibly Dress for Success or Fitted for Work.

6. Skills Hub update

- All courses good enrolments – except for Word and Excel course – maybe too involved
- New Floristry course starting this week – 26 people on the waitlist
- Be Connected grant has wrapped up – looking for other small grants to fund digital mentoring as important offering for the community
- RTO partnership – Second RSA course held last Sunday and First Aid scheduled

7. Communications and Marketing update

Hilary provided an overview of rounding out 2023 and first key actions for 2024

2023 Wrap-up

- Course guide release, targeted approach
- Back cover of Nil News in December
- Council Briefing – video presented to Council
- Year in review posts/slideshow on SM
- Thank you to those who came along to our Comms Planning Day: invaluable in terms of addressing key identity issues for LLN but also in provide useful info about priorities and people.
- A number of discussion have happened since, to move our branding forward; further discussion earmarked for coming weeks including with Comms team; will have more to share shortly.

Moving through 2024

- March Nil News will feature NH Week theme - 'stronger together'
- School holiday programs promoted from 1st March
- Gardening groups - focus for this year, living and learning outdoors
- Carers Hub - series of videos with Fancy, what is Carers Hub and what to expect?

8. Carers Hub Update

- A new round of Major Initiative funding from Council has been approved, which will fund Carers Hub activities for another year.
- Applied for Stronger and Resilient Communities grant.
- New events coming up for Carers – terrariums, song-writing, PH garden workshops
- Availability of respite still an issue for carers to be able to access activities

9. Upcoming Events

- a. Neighbourhood Houses Victoria Annual Conference: 20 – 22 March 2024 - Cobie, Kellie, and 3 NH Coordinators will be attending
- b. Neighbourhood House Week (13 – 19 May 2024) – Eltham booked in Edible Weeds tour
- c. IDAHOBIT (Friday 17 May)
- d. National Volunteer Week (20 – 26 May 2024) - planning a thank you lunch for volunteers at Eltham
- e. Reconciliation Week (27 May – 3 June 2024)

10. North East Neighbourhood House Network Bus Tour (2 May 2024)

- NENHN Bus tour – good opportunity for advisory committee members to visit other neighbourhood houses in our network.
- Deanna attended the NENHN dinner last year and provided positive feedback. She shared that it is all about communication, sharing and linking in with what other neighbourhood houses are doing.

ACTION: Committee members to reach out to Natalie if interested in attending the bus tour.

11. Recruiting additional Advisory Committee members

- Maximum number of Advisory Committee members is 12 members, thus 4 per house.
- Tenure is 2 years, with option to extend.
- Hilary will promote this opportunity again via Social Media and Neighbourhood House week. Neighbourhood House coordinators can invite interested community members to attend meetings as observers.

12. L&LN Advisory Committee involvement in planning and support

- Proposal to include 'Eyes and ears of the community' as a standard agenda item. This provide an opportunity to share feedback from other community groups and events.
- Deanna – On PAC have a roundtable where everyone have an opportunity to share ideas and feedback
- Deb – would appreciate updates on specific matters where the committee could provide input as well as opportunities to support the L&LN to achieve agreed outcomes. There is a fine line between opinion and research and the Committee could support with research.
- Committee members are asked for submission ideas for agenda prior to meetings
- Committee members can support with feedback on events such as diversArty or DC Christmas lunch.

13. Nillumbik Literary Festival

- Sabi – has contacts within the literary community. Also involved in the intergenerational storytelling during Covid pandemic, very valuable experience. Diverse community, with potential to share each other's stories. Sabi shared that she engaged a number of potential volunteers to support this initiative and hope to apply for grants which will enable to group to start small. The proposal is a month long festival with all sorts of events. Allwood Neighbourhood House has indicated that they could auspice the group.

Minutes

The following ideas were shared:

- Stories - could be written, video, song. Valuable to capture and share stories about our area with the next generation.
- 'Moth' - literary night in Brunswick. Improvised stories. Names in a bucket. Stories on a theme – 5 minutes.

ACTION: Keep on the agenda for next meeting

ACTION: Any feedback or ideas please send to Sabi directly

14. **Social Planet Client Management System**

L&LN will be transitioning to a new Client management system designed for Neighbourhood Houses. Social Planet will enable L&LN to simplify data collection whilst also improving the customer experience associated with online enrolments. It is more cost effective and also integrates ACFE programs, reporting and NH programs.

L&LN will embark shortly on a Staged approach to the rollout with dedicated communication plan to the community. Where relevant, L&LN will seek committee members' feedback as part of the role out and continuous improvement.

15. **Invitation: Nillumbik Community Fund assessors**

Opportunity to be an assessor for committee members to be on a panel responsible to assess grant applications for the Nillumbik Community Fund.

ACTION: Please apply directly if interested in participating.

16. **Meeting concluded at 3:15 pm**

Environment & Sustainability Advisory Committee (ESAC)

Minutes



Date: Wednesday 21 February 2024

Time: 7.00pm – 9.00pm

Venue: Council Chambers

Chair: Cr Ben Ramcharan

Minute taker: Tim Vickers

Order of Business

1	<p>Welcome and Acknowledgement of Country</p> <p>Nillumbik Shire Council acknowledges the Wurundjeri Woi-wurrung people as the Traditional Owners of the Country on which Nillumbik is located. We pay our respects to Elders past, present and future, and extend that respect to all First Nations People. We respect the enduring strength of the Wurundjeri Woi-wurrung and acknowledge that sovereignty was never ceded.</p> <p>Present: John Huf, Doug Evans, Lynlee Tozer, Kahn Franke, Anne-Marie King; Cr Ben Ramcharan; Kirsten Reedy, Warren Tomlinson</p> <p>Apologies: Cr. Geoff Paine, Sue Rosenhain, Malcolm Cock, Vasundhara Kandpal, Leigh Northwood</p> <p>Alan Thatcher has resigned from the committee.</p> <p>Absent: Andrew McMahan</p>	Chair
2	<p>Conflict of interest</p> <p>Conflict of interest provisions are contained in section 80C of the <i>Local Government Act 1989</i>, the Councillor’s Governance Code, the Employee Code of Conduct and the Volunteer Handbook.</p> <p>No conflicts of interest were declared.</p>	Chair
3	<p>Minutes of previous meeting</p> <p>Confirmed that the minutes of the previous meeting were a true and accurate record of the meeting.</p> <p>Moved: Kahn Franke Seconded: Anne-Marie King</p>	Chair
4	<p>Outstanding Action Items</p> <p>Council officers advised that a meeting with between Nillumbik officers and Maroondah officers was held re: Tree data product that Maroondah Council utilise – Nillumbik unlikely to pursue this product due to cost.</p>	Chair / Warren
5	<p>Biodiversity Strategy update</p> <p>Formal community consultation on the draft is currently underway. Update provided to the committee on numbers of people engaged with to date. Committee members requested to assist with promoting the consultation opportunity.</p>	Warren

6	Draft Urban Tree Canopy Strategy development <ul style="list-style-type: none"> - Draft Strategy discussed and committee members provided verbal feedback to Council officers. No significant issues were identified. - Discussed the source and level of confidence of the canopy cover data and 2021 baseline cover of 39%. This data is a best-estimate based on a methodology that is able to be repeated over time. Variables are noted in the draft strategy. - The draft is scheduled to be considered for endorsement for the purpose of public consultation at the March Council Meeting. - The aim is to finalise the draft and have the strategy endorsed within the current Council term. 	Warren
7	Other business <ul style="list-style-type: none"> - Renewal of ESAC. EOI period for new 2-year committee is scheduled for 1 March – 7 April 2024. - Council recently submitted a federal Urban Rivers grant application, focusing on the Diamond Creek. 	Chair / Kirsten
9	Next meeting - Wednesday 17 April at 7pm (Final meeting of this committee)	
10	Attachments to the agenda - Refer google drive	

Table of Open Actions

Meeting date	Action	Owner/s	Status	Comment
22 Nov 2023	Officers to meet with representative from Maroondah Council to learn about Tree Ledger canopy data product	Officers	Complete	Complete
22 Nov 2023	Schedule meeting to discuss draft Urban Canopy Strategy with ESAC members in February	Officers	Complete	February ESAC agenda item
28 June 2023	Agenda item to be scheduled to discuss progress to date in working towards achieving the goals and targets of the CAP, the types of actions that are being implemented and ESAC feedback ahead of year 3 planning.	Officers	Open	April 2024 agenda item