

# Planning and Consultation Committee Meeting

to be held at the Council Chamber, 32 Civic Drive, Greensborough  
on Tuesday 8 July 2025 commencing at 7:00 PM.

## Agenda

**Carl Cowie**  
**Chief Executive Officer**

Thursday 3 July 2025

Distribution: Public

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# Council Chamber Planning and Consultation Committee Meeting seating plan

**Cr Peter Perkins**  
Ellis Ward  
**(Chairperson  
Planning  
Matters)**

**Cr Kelly Joy**  
Edendale Ward

**Cr Naomi Joiner**  
Bunjil Ward  
**(Deputy Mayor)**

**Cr Kim Cope**  
Sugarloaf Ward

**Cr Kate McKay**  
Swipers Gully Ward

**Cr John Dumaresq  
(Mayor)**  
Wingrove Ward

**Katia Croce**  
Manager  
Governance and  
Property

**Blaga Naumoski**  
Director  
Governance,  
Communications  
and Community  
Safety

**Cr Grant Brooker**  
Blue Lake Ward  
**(Chairperson  
Consultation Matters)**

**Carl Cowie**  
Chief Executive  
Officer

**Nillumbik Shire Council**

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**Nillumbik Shire Council**

**Agenda of the Planning and Consultation Committee Meeting to be held  
Tuesday 8 July 2025 commencing at 7:00 PM.**

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**1. Welcome by the Chair**

Members of the public are advised the meeting will be livestreamed and recorded and the livestream recording will be made publicly available on YouTube and Council's website.

**2. Acknowledgement of Country**

**The Acknowledgement of Country to be read by the Chairperson**

Nillumbik Shire Council respectfully acknowledges the Wurundjeri Woi-wurrung people as the Traditional Owners of the Country on which Nillumbik is located, and we value the significance of the Wurundjeri people's history as essential to the unique character of the shire. We pay tribute to all First Nations People living in Nillumbik, give respect 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 the ongoing impacts of past trauma and injustices from colonial invasion, massacres and genocide committed against First Nations People. We acknowledge that sovereignty was never ceded.

Wurundjeri Woi-wurrung people hold a deep and ongoing connection to this place. We value the distinctive place of our First Nations People in both Nillumbik and Australia's identity; from their cultural heritage and care of the land and waterways, to their ongoing contributions in many fields including academia, agriculture, art, economics, law, sport and politics.

**3. Apologies/Leave of Absence**

Committee to note any apologies by Councillors not in attendance and or considers requests for any leave of absence submitted.

**4. Declarations of conflict of interest**

Committee members and Officers should note that any conflicts of interest should also be disclosed immediately before the relevant item.



**5. Confirmation of Minutes**

**COM.001/25 Confirmation of Minutes Planning and Consultation Committee Meeting held Tuesday 10 June 2025**


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Confirmation of the Minutes of the Planning and Consultation Committee Meeting held on Tuesday 10 June 2025.

<b>Recommendation</b>
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**That** the Committee (acting under delegation from Council) confirms the Minutes of the Planning and Consultation Committee Meeting held on Tuesday 10 June 2025 (**Attachment 1**).

**Attachments**

- 1  Minutes of the Planning and Consultation Committee Meeting held on Tuesday 10 June 2025

**5. Confirmation of Minutes**

**COM.001/25 Confirmation of Minutes Planning and Consultation Committee  
Meeting held Tuesday 10 June 2025**

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**6. Officers' reports****PCC.008/25      Review of the Road Management Plan**

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**Item:**                **Consultation Matter**  
**Distribution:**    **Public**  
**Manager:**        **Claire Quinlan, Chief Operating Officer**  
**Author:**         **Heath Gillett, Manager Operations Centre**

**Summary**




In accordance with the Road Management Act, Council is required to review its Road Management Plan (RMP) following the election of a new Council. This report outlines the review of current Road Management Plan, and the proposed changes to the new draft plan. The next step in the review process is to advertise via public notice, Council's intent to review its Road Management Plan.

<b>Recommendation</b>
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**That** the Committee (acting under delegation from Council):

1. Authorises the CEO to give public notice of its intention to review the Road Management Plan.
2. Invites public submissions on the Draft Road Management Plan (**Attachment 3**).
3. Notes that any person wishing to make a verbal submission in relation to the Draft Road Management Plan, may do so at a future Planning and Consultation Committee meeting.

**Attachments**

- 1  Road Management Plan - 2021
- 2  Summary of proposed changes - Road Management Plan 2025
- 3  Draft Road Management Plan - 2025

**Discussion**

1. The Road Management Act 2004 grants power to a road authority (Council) to make a Road Management Plan to establish the management system and standards for the exercise of Council's road management functions.
2. In accordance with section 301(3) of the Road Management (General) Regulations 2016 and section 90 (3) of the Local Government Act 2020, Council is required to prepare and approve a review of its RMP by 31 October in the year following a general election.

## 6. Consultation Matters

### PCC.008/25 Review of the Road Management Plan

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3. The main purpose of the RMP is to document Council's road management responsibilities, including the level of service relating to how often Council inspects its roads and footpaths network (*inspection frequency*), what Council defines as a defect/hazard (*defect intervention level*) and within what timeframe Council will rectify that defect or hazard (*repair timeframe*).
4. The following asset types are in scope for the RMP review:
  - Sealed roads and all road related infrastructure (line marking, signs, kerb and channel and guard rail).
  - Unsealed roads and all road related infrastructure (signs and guard rail).
  - Footpaths and designated shared trails.
  - Vegetation interfering with the road, footpath and shared trail access envelope.
  - Bridges and culverts.
5. The updating of a Road Management Plan requires the consideration of the following objectives:
  - consistency with the existing RMP and practices;
  - alignment, where possible, to the MAV recommended ranges for service levels;
  - service levels are realistic; and
  - service levels are reasonable.
6. Options for which Council has discretion, relating to RMP levels of service, relate to:
  - the frequency of inspections for roads, footpaths and shared trails;
  - defect 'intervention levels'; and
  - defect repair 'timeframes'.
7. As the insurance provider to Councils across Victoria, the Municipal Association of Victoria (MAV) plays a role in supporting councils to achieve compliance with their road management obligations. Last year, the Municipal Association of Victoria circulated a template to assist councils in developing their new RMP. While adopting the template is not mandatory, it is recommended, as it aims to provide better outcomes to the community by:
  - Ensuring all content included is in line with current best practice and legal advice.
  - Enabling councils to adopt a clear and measurable set of standards such that compliance is achieved.
  - Ensuring councils remain able to determine their own standards respective of resources, within a range that has been determined to be reasonable through benchmarking analysis and comprehensive legal advice.

**6. Consultation Matters****PCC.008/25 Review of the Road Management Plan**

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8. To date, the review of the current plan has taken into consideration:

***Benchmarking of MAV recommendations***

9. Within the template document provided by the MAV, they also provided recommended 'inspection frequencies', 'defect intervention levels' and 'repair timeframes' for each asset defect type.

The standards recommended by the MAV represent the standard specified by the majority of metro/regional councils and are therefore considered a good indication of what is 'reasonable'.

***Benchmarking of neighbouring councils***

10. A benchmarking exercise was completed with nearby councils, Banyule, Darebin, Whittlesea, Yarra Ranges and Manningham. This benchmarking of each of the Council's 2021 Road Management Plans provided useful context to the review. However, as the MAV template is likely to result in significant changes to the RMPs of these councils, this information has not been heavily relied on in the review.

***Public liability claims history***

11. An assessment of public liability claims history was carried out. This was also not heavily relied upon in the review, as it did not indicate any trends or gaps in the existing RMP.

***Organisational stakeholder consultation (noted in collaboration).***

12. Impacted areas of the organisation have been consulted (as noted in the 'Collaboration' section of this report).

**Related Council decisions**

13. The current RMP was endorsed by Council on 29 June 2021 – *Adoption of Road Management Plan 2021 (Attachment 1)*.

**Options**

14. In accordance with section 301(3) of the Road Management (General) Regulations 2016 and section 90 (3) of the Local Government Act 2020, Council is required to prepare and approve a review of its RMP by 31 October in the year following a general election. To achieve this deadline, Council is required to publish the draft RMP and invite submissions to be heard at the next available Planning and Consultation Committee meeting.

***Recommended changes to the Road Management Plan***

15. Through the process of the review, several potential changes to the RMP have been identified. These include:
- updating the format of the document to be consistent with the new MAV template;
  - introduction of a 'reactive' inspections category;
  - amending the description of 'intervention levels' to be more explicit and consistent with MAV advice;

## 6. Consultation Matters

### PCC.008/25 Review of the Road Management Plan

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- inclusion of 'roadside vegetation' as a defect category, where it relates to overhead clearance or sightlines;
  - reducing/increasing 'intervention levels' to be more consistent with MAV advice;
  - reducing/increasing 'timeframes' to be more consistent with MAV advice.
16. A detailed comparison of the proposed changes to the inspection frequencies, 'intervention levels' and 'timeframes' is included in **Attachment 2**.
17. Under the MAV's road management plan template, there are 36 categories of 'defect type', each with an associated 'intervention level' and 'timeframe'. Of these, the service level is recommended to be increased in 21 categories (15 of which are due to being 'defect types' previously not included), reduced in 7 categories, and a combination of increase and reduction in 8 categories. Therefore, overall, an increased level of service is proposed under the new plan.

### Council plans and policies

18. This report directly supports the achievement of the Council Plan 2021-2025 strategy:
- We continue to deliver on our road management responsibilities; working to enhance infrastructure that aligns with the character of the neighbourhood.

### Access, Equity and Inclusion

19. An 'equity inclusion assessment' has been undertaken as part of the RMP review. Predominantly, the recommendations of the assessment relate to:
- Acknowledgement of Country and flags in relevant documents related to consultation promotion and socialisation of the RMP.
  - Engagement with relevant sections of the community.
  - Use of plain language and consideration for translation services.
20. Officers are scheduled to present the RMP to the Inclusion and Access Advisory Committee on 27 June 2025.

### Sustainability implications

21. The RMP covers Council's level of service for footpaths and shared/bicycle pathways, promoting social and environmental sustainability.
22. The RMP enables Council to pursue economic sustainability, by being central to a policy defence for public liability claims relating to the road and footpath network.

### Community engagement

23. A communications plan has been developed for the new RMP. This will involve an online page on Participate Nillumbik with promotion of the engagement via social media, and E-newsletters with the opportunity to provide feedback on the draft. This will include a summary of the changes being made to this plan.

**6. Consultation Matters**

**PCC.008/25 Review of the Road Management Plan**

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24. The review and amendment of a RMP is required to follow the process set out in the *Road Management Act 2004 and Road Management*. This includes inviting community input into the current RMP before considering and making any amendments. An amended RMP is also required to be made available for public comment prior to final adoption.
25. In accordance with section 54(5) of the *Road Management Act 2004* Council is required to give public notice, advising of Council's intention to conduct a review of the RMP and inviting the public to make a submission within 28 days of the notice. It is also proposed that this be communicated on Council's website and social media.
26. Following the conclusion of both consultation phases, Council will be presented with the submissions for consideration at the earliest available PCC meeting. Submitters will also be provided the opportunity to speak to and present their submission to Council.

**Innovation and continuous improvement**

27. The review process for Council's RMP embraces a continuous improvement philosophy.
28. A review of Council's RMP is performed every four years.
29. The 2021 version of Council's RMP is the fifth iteration of this plan. With each iteration, Council refines its level of service and one of the benefits of this is building in efficiencies gained through program and process improvement.

**Collaboration**

30. The review of the current RMP has involved collaboration between the Roads team and:
  - Traffic and Transport
  - Risk and Safety
  - Parks and Open Space
  - Assets
  - Planning and Environment
  - Recreation and Leisure
  - Community Programs
  - Capital and Infrastructure.

**Budget considerations**

31. Proposed changes have been reviewed by the responsible teams and are not anticipated to result in any change to internal resourcing requirements.

**Relevant law**

32. The *Road Management Act 2004* grants power to a road authority (Council) to make a Road Management Plan to establish the management system and standards for the exercise of the authority's road management functions.

**6. Consultation Matters**

**PCC.008/25 Review of the Road Management Plan**

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33. Section 8 (3) of the *Road Management (General) Regulations 2016* and section 90 (3) of the *Local Government Act 2020* required Council to prepare and approve a review of its RMP by 31 October, the year after a general election.

**Regional, state and national plans and policies**

34. Not applicable.

**Conflicts of interest**

35. All staff involved in the preparation of this report, have declared in writing that they do not have a conflict of interest in the subject matter of this report.

**6. Officers' reports****PCC.009/25 Diamond Creek Dog Park Upgrade - Final Design Endorsement**

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**Item: Consultation Matter****Distribution: Public****Manager: Claire Quinlan, Chief Operating Officer****Author: Stewart Broussard, Manager Recreation and Leisure****Summary**

This report seeks Council's endorsement of the Diamond Creek Dog Park upgrade final concept plan following community consultation.

<b>Recommendation</b>
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**That** the Committee (acting under delegation from Council):

1. Notes the changes made to the draft concept plan.
2. Endorses the final concept plan (**Attachment 1**) for the purpose of appointing a contractor to deliver works.

**Attachments**

- 1  Diamond Creek Dog Park Upgrade - Final concept plan

**Discussion**

1. In April 2024, Council received \$300,000 in funding from Department of Energy, Environment and Climate Action (DEECA) under the New and Upgraded Dog Parks Program - Round 1 for upgrades at Diamond Creek Dog Park.
2. A draft concept plan was developed to support meaningful community engagement, outline desirable features and encourage input regarding preferred additional inclusions in the project where feasible.
3. The draft concept plan included:
  - a) Relocation and enhancement of the passive dog area (designed for smaller or less active dogs) to the front of the park, featuring a dedicated entry and exit point
  - b) Installation of two small shelters with a bench seat to provide shade and weather protection
  - c) Improved paths including:
    - i) Construction of an accessible sealed loop path around the main area of the park (charcoal coloured concrete).
    - ii) Widening and renewal of existing gravel paths around the remainder of the park, including the existing agility equipment area.
    - iii) Installation of new gravel paths to provide connection to the entire park.
  - d) Upgraded drinking fountains.
  - e) Additional accessible seating adjacent to the paths.
  - f) Additional dog waste bins within park.

**6. Consultation Matters**

**PCC.009/25 Diamond Creek Dog Park Upgrade - Final Design Endorsement**

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- g) Solar lighting at entry points and shelters.
  - h) Upgrading of existing signage.
  - i) Surface drainage improvements.
  - j) Landscaping and vegetation protection.
  - k) Retention of existing agility equipment.
4. Community consultation was conducted over a three-week period from 30 April to 21 May 2025. The consultation opportunity was promoted via Council's website, social media platforms, e-newsletters, and on-site signage.
5. Council received a total of 39 survey submissions. The submissions indicated:
- a) A preference for two smaller shelters opposed to one large shelter.
  - b) Support for the relocation of the of the passive dog area to the front of the park.
  - c) Support for the new seating locations.
  - d) Support to retain existing dog agility course.
  - e) Support for solar lighting at entries and shelters.
  - f) Support for a sand/digging pit with suggested locations provided.
6. Community members were invited to attend the Planning and Consultation Committee Meeting held on Tuesday 10 June 2025 to provide public submissions as part of the consultation process. No public submissions were made, and no speakers addressed the committee on this matter.
7. Based on community consultation, the following items have been included in the final concept plan:
- a) Addition of a sand/digging pit, adjacent to the dog agility course.
  - b) Improved way-finding signage outside of the dog park.
  - c) Improved gravel path connection.
  - d) Inclusion of a third small shelter.
  - e) Inclusion of USB charger ports in shelters.

**Related Council decisions**

8. At the Planning and Consultation Committee Meeting on Tuesday 10 June 2025 the Committee (acting under delegation from Council) resolved to:
- a) Note the submissions received in relation to the Diamond Creek Dog Park Upgrade project draft concept plan.
  - b) Consider the comments contained in the submissions.
  - c) Authorise officers to finalise concept plan and seek endorsement from Council at a future Council Meeting.



**6. Consultation Matters**

**PCC.009/25 Diamond Creek Dog Park Upgrade - Final Design Endorsement**

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**Options**

9. Endorse the final concept plan (**Attachment 1**) for the purpose of appointing a contractor to deliver works.
10. Request further changes be made to the concept plan, then proceed to appointing a contractor to deliver works.

**Council plans and policies**

11. This report directly supports the achievement of the Council Plan 2021-2025 strategy:
  - We carefully protect, plan, maintain and improve open spaces, streetscapes and places to ensure that they are safe, accessible and enjoyable.

**Access, Equity and Inclusion**

12. A Gender Impact Assessment has been completed and is reviewed at key stages of the project to ensure the upgrade of the dog park is inclusive, user-friendly and responsive to the diverse needs of the community.
13. An accredited access consultant has been engaged to review the concept plan and has provided recommendations on the concept plan.

**Sustainability implications**

14. This project supports social sustainability by providing a safe space for the community to connect.
15. Wherever possible, recycled or sustainable construction materials will be used for the proposed park upgrade works.

**Community engagement**

16. Community consultation was conducted over a three-week period from 30 April to 21 May 2025. The consultation opportunity was promoted via Council's website, social media platforms, e-newsletters, and on-site signage.
17. The consultation page received 395 visits by 368 unique visitors during the consultation period. Council received 39 submissions from the community which has helped guide the development of the final concept plan.

**Innovation and continuous improvement**

18. The final concept design incorporates learnings from previous projects as well as the following features:
  - a) Fixed USB Chargers in shelters (powered by solar).
  - b) Solar lighting.
  - c) Inclusion of a sand/digging area.
  - d) Improved accessibility.

**Collaboration**

19. Benchmarking has been undertaken, assessing 35 dog parks across 16 Local Government Areas.

**6. Consultation Matters**

**PCC.009/25 Diamond Creek Dog Park Upgrade - Final Design Endorsement**

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**Budget considerations**

20. The Diamond Creek Dog Park Upgrade is fully funded by the Victorian Government through the Open Space for Everyone - Dog Park Upgrades Program.

**Relevant law**

21. The Diamond Creek Dog Park Upgrade is fully funded by the Victorian Government through the Open Space for Everyone - Dog Park Upgrades Program.

**Regional, state and national plans and policies**

22. Not applicable.

**Conflicts of interest**

23. All officers involved in the preparation of this report have made a declaration that they do not have a conflict of interest in the subject matter of this report.

- 7. Supplementary and urgent business**
- 8. Confidential reports**
- 9. Close of Meeting**