

Planning and Consultation Committee Meeting

to be held at the Council Chamber, 32 Civic Drive, Greensborough
on Tuesday 14 October 2025 commencing at 7:00 PM.

Attachments

Carl Cowie
Chief Executive Officer

Thursday 9 October 2025

Distribution: Public

Civic Drive, Greensborough
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Nillumbik Shire Council

Attachments

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- Attachment 1. Minutes of the Planning and Consultation Committee Meeting held on Tuesday 9 September 2025

Planning and Consultation Committee Meeting

held at the Council Chamber, 32 Civic Drive, Greensborough
on Tuesday 9 September 2025 commencing at 7:00 PM.

Minutes

Carl Cowie
Chief Executive Officer

Friday 12 September 2025

Distribution: Public

Civic Drive, Greensborough
PO Box 476, Greensborough 3088
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COM.001/25 Confirmation of Minutes Planning and Consultation Committee Meeting held Tuesday 9 September 2025

Attachment 1. Minutes of the Planning and Consultation Committee Meeting held on Tuesday 9 September 2025

Planning and Consultation Committee Meeting Minutes

9 September 2025

Nillumbik Shire Council

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Nillumbik Shire Council

**Minutes of the Planning and Consultation Committee Meeting held
Tuesday 9 September 2025. The meeting commenced at 7:01 PM.**

Councillors present:

Cr John Dumaresq	Wingrove Ward (Mayor)
Cr Naomi Joiner	Bunjil Ward (Deputy Mayor)
Cr Grant Brooker	Blue Lake Ward (Chairperson Consultation Matters)
Cr Kelly Joy	Edendale Ward
Cr Peter Perkins	Ellis Ward (Chairperson Planning Matters)
Cr Kate McKay	Swipers Gully Ward
Cr Kim Cope	Sugarloaf Ward

Officers in attendance:

Blaga Naumoski	Acting Chief Executive Officer
Claire Quinlan	Chief Operating Officer
Sally Johnson	Acting Director Governance, Communications and Community Safety
Corrienne Nichols	Director Communities
Frank Vassilacos	Director Planning, Environment and Strategy
Jeremy Livingston	Director Culture and Performance
Amanda Kern	Manager Strategic Planning
Heath Gillett	Manager Operations Centre
Emma Christensen	Acting Manager Governance and Property

1. Welcome by the Chair

2. Acknowledgement of Country

Acknowledgement of Country was read by the Chairperson Planning Matters, Cr Peter Perkins.

3. Apologies/Leave of Absence

Nil

4. Declarations of conflict of interest

Cr Kim Cope declared a general conflict of interest in item PCC.017/25 Road Management Plan – Review of submissions.

Planning and Consultation Committee Meeting Minutes 9 September 2025

COM.001/25 Confirmation of Minutes Planning and Consultation Committee Meeting held Tuesday 9 September 2025

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Planning and Consultation Committee Minutes

9 September 2025

5. Confirmation of Minutes

COM.001/25 Confirmation of Minutes Planning and Consultation Committee Meeting held Tuesday 12 August 2025

Confirmation of the Minutes of the Planning and Consultation Committee Meeting held on Tuesday 12 August 2025.

Committee Resolution

MOVED: Cr Naomi Joiner

SECONDED: Cr Kate McKay

That the Committee (acting under delegation from Council) confirms the Minutes of the Planning and Consultation Committee Meeting held on Tuesday 12 August 2025 (**Attachment 1**).

CARRIED UNANIMOUSLY

COM.001/25 Confirmation of Minutes Planning and Consultation Committee Meeting held Tuesday 9
September 2025

Attachment 1. Minutes of the Planning and Consultation Committee Meeting held on Tuesday 9
September 2025

Planning and Consultation Committee Minutes 9 September 2025

5. Confirmation of Minutes

COM.001/25 Confirmation of Minutes Planning and Consultation Committee
Meeting held Tuesday 12 August 2025

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Planning and Consultation Committee Minutes

9 September 2025

6. Officers' reports

PCC.015/25 Planning Scheme Amendments C143nill (Eltham Activity Centre) and C144nill (Diamond Creek Activity Centre) - Hear from submitters

Item: Planning Matter

Distribution: Public

Manager: Frank Vassilacos, Director Planning, Environment and Strategy

Author: Sarah Shehata, Acting Coordinator Strategic Planning

Summary

This report provides the Planning Scheme Amendments C143nill (Eltham Major Activity Centre) and C144nill (Diamond Creek Major Activity Centre), which implement the adopted 2020 Structure Plans for both activity centres into the Nillumbik Planning Scheme.

Amendment C143nill (Eltham) has been split into two parts:

- Part A – Eltham Town Centre
- Part B – Bridge Street Business Area (BSBA), where further work is required to address economic development opportunities and potential land contamination in the existing Industrial Precinct.

For Amendment C144nill (Diamond Creek), officers recommend that unresolved submissions be referred to an independent Planning Panel for review, following the opportunity for community members to speak at the Planning and Consultation Committee (PCC) meeting in September 2025.

The Structure Plans were adopted in 2020 and exhibited for community feedback in June–July 2024. Fourteen (14) submissions were received (seven for each centre). Officers have considered the feedback, made changes where appropriate, and recommend referring remaining unresolved matters to a Planning Panel to ensure transparency. This includes the proposed removal of notice and review exemptions.

The Structure Plans do not propose major changes to the built form or character of either centre. Key elements include:

- Maintaining existing building height limits (3–5 storeys)
- Improving public spaces through clearer design controls
- Enhancing transparency and participation by removing exemptions from notice and review.

Overall, the current planning provisions are considered appropriate to guide development and growth in both centres over the next 5–10 years. This includes to satisfactorily accommodate demand for future dwellings in response to the Housing Targets which stipulate the need for 6,500 new dwellings across the Shire by 2051.

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

1. Sue Dyet (Secretary) on behalf of Eltham Community Action Group Inc.

COM.001/25 Confirmation of Minutes Planning and Consultation Committee Meeting held Tuesday 9 September 2025

Attachment 1. Minutes of the Planning and Consultation Committee Meeting held on Tuesday 9 September 2025

Planning and Consultation Committee Minutes

9 September 2025

6. Planning Matters

PCC.015/25 Planning Scheme Amendments C143nill (Eltham Activity Centre) and C144nill (Diamond Creek Activity Centre) - Hear from submitters

Committee Resolution

MOVED: Cr John Dumaesq

SECONDED: Cr Kelly Joy

That the Committee (acting under delegation from Council)

1. Notes the submitters and speakers and their contributions to amendments C143nill (Eltham MAC) and C144nill (Diamond Creek MAC).
2. Publishes the submissions response table (**Attachment 3**) on Participate Nillumbik to ensure transparency.
3. Progresses Planning Scheme Amendments C143nill and C144nill to implement the Eltham and Diamond Creek Activity Centre Structure Plans into the Nillumbik Planning Scheme, noting the lapse date of June 2026.
4. Notes that officers will seek to split amendment C143nill (Eltham MAC) into Part A and Part B at the September 2025 Council Meeting, noting officers' opinion that this will not have a detrimental impact.
5. Notes that officers will seek for Council to adopt C143nill - Part A and delay Part B at the September 2025 Council Meeting, pursuant to Section 23 of the *Planning and Environment Act 1987*.
6. Notes that officers will seek for Council to refer C144nill (Diamond Creek MAC) to an independent Planning Panel to deal with unresolved submissions at the September 2025 Council Meeting, pursuant to Section 23 of the *Planning and Environment Act 1987*.

CARRIED UNANIMOUSLY

6. Officers' reports

PCC.016/25 Final Draft Planning Scheme Review 2025

Item: Planning Matter

Distribution: Public

Manager: Frank Vassilacos, Director Planning, Environment and Strategy

Author: Sarah Shehata, Acting Coordinator Strategic Planning

Summary

This report provides an update on the community engagement outcomes of the Final Draft Planning Scheme Review (PSR) 2025 and outlines the recommended changes to finalise the document and respond to submissions (**Attachment 1**).

Community engagement was conducted from 9 May to 6 June 2025, with one submission received.

The revised draft incorporates internal stakeholder and community feedback, identifies mapping errors and anomalies, and updates priorities to align with the new Council Plan 2025-2029. Key additions include a high-priority recommendation to progress Environmental Sustainable Development (ESD) guidelines. **Attachment 3** outlines how Council Officers have responded to the submission, with recommended changes to address highlighted concerns.

The draft, updated with any changes following the Planning and Consultation Committee (PCC) meeting will be tabled at the 30 September Ordinary Council Meeting for final endorsement. Following adoption, priority projects such as the Eltham and Diamond Creek Activity Centre amendments, the Nillumbik Housing Strategy and Neighbourhood Character Strategy will be further progressed.

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

1. Terry Tovey (President) on behalf of Warrandyte Community Association

Committee Resolution

MOVED: Cr Kate McKay

SECONDED: Cr Grant Brooker

That the Committee (acting under delegation from Council):

1. Notes that one submission was received for the Planning Scheme Review 2025.
2. Note the Council Officer recommendations responding to submissions (**Attachment 3**).
3. Notes that the Planning Scheme Review 2025 (**Attachment 1**) be finalised with any recommended changes from PCC and presented to Council for adoption at its 30 September 2025 Ordinary Council Meeting.

CARRIED UNANIMOUSLY

Cr Peter Perkins, Chairperson for Planning Matters vacated the chair and Cr Grant Brooker, Chairperson for Consultation Matters assumed the Chair at 7.31pm.

Planning and Consultation Committee Minutes

9 September 2025

6. Officers' reports

Cr Kim Cope declared a general conflict of interest in the following item and temporarily left the meeting prior to the item being heard at 7:32pm.

PCC.017/25 Road Management Plan - Review of submissions

Item: Consultation Matter

Distribution: Public

Manager: Claire Quinlan, Chief Operating Officer

Author: Heath Gillett, Manager Operations Centre

Summary

Nillumbik Shire Council (Council) is reviewing and updating its Road Management Plan, as required by the *Road Management Act 2004*. In accordance with these requirements Council advertised its review on 17 July 2025 and invited submissions to the proposed amendments. 19 submissions were received in total.

In accordance with sections 223 of the *Local Government Act 1989*, any person that has made a submission must also be provided the opportunity to be heard in support of their submission by Council, or a committee determined by Council (i.e. this committee).

This report summarises the submissions received for consideration by Council.

Committee Resolution

MOVED: Cr Kate McKay

SECONDED: Cr John Dumaresq

That the Committee (acting under delegation from Council)

1. Notes that 19 submissions (**Attachment 1**) were received with respect to the review of, and proposed updates to the Road Management Plan.
2. Resolves that the detailed unredacted submissions (**Attachment 3**) remain confidential on the grounds specified in the definition of confidential in section 3(1)(f) of the *Local Government Act 2020*.
3. That the Road Management Plan be finalised and presented to Council for adoption at its 30 September 2025 Council Meeting.

CARRIED UNANIMOUSLY

Cr Kim Cope returned to the meeting at the conclusion of this item at 7.39pm.

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

The meeting closed at 7.40pm.

Confirmed:

Cr

Chairperson Planning Matters

Cr

Chairperson Consultation Matters

COM.001/25 **Confirmation of Minutes Planning and Consultation Committee Meeting held Tuesday 9 September 2025**
Attachment 1. **Minutes of the Planning and Consultation Committee Meeting held on Tuesday 9 September 2025**

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PARKS AND OPEN SPACE SERVICE STANDARDS

July 2025

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Acknowledgement of Country

Nillumbik Shire Council respectfully acknowledges and recognises the Wurundjeri Woi-wurrung as the Traditional Owner of the land on which Nillumbik is located. We pay tribute to all First Peoples living in the Nillumbik Shire, give respect to Elders past, present and emerging, and extend our respect to all First Peoples.

We recognise the enduring strength of the Wurundjeri Woi-wurrung despite the ongoing impacts of past trauma and injustices from colonial invasion, massacres and genocide committed against First Peoples. We value the significance of the Wurundjeri people's history as essential to the unique character of the shire.

Wurundjeri Woi-wurrung people are deeply entwined to these lands and waterways, and we celebrate the distinctive place of First Peoples in the identity of Nillumbik Shire and across Australia. Nillumbik recognises the valuable contributions of First Peoples in all aspects of Australian society.



Inclusion statement

Nillumbik Shire Council is committed to creating a fair, equitable and inclusive community where human rights are respected, participation is facilitated, barriers are addressed and diversity is celebrated. We support the rights of all people regardless of age, gender, ability or background. We value the diverse and changing nature of our community and understand that some groups and individuals experience more barriers than others.

If you require this document in another format, email nillumbik@nillumbik.vic.gov.au or phone 9433 3111.

1. INTRODUCTION

1.1. Purpose of the Parks and Open Spaces Service Standards

The purpose of these Service Standards is to provide a clear, consistent framework for the management and maintenance of Nillumbik Shire Council's parks, open spaces, and associated assets. They set out the minimum expectations, practices, and compliance requirements to ensure public safety, protect and enhance amenity, and support the long-term sustainability of the Shire's natural and built environments. These standards guide staff, contractors, and other stakeholders in delivering high-quality, equitable services that reflect community needs, legislative obligations, and best industry practice.

1.2. Background

Nillumbik Shire Council manages a diverse network of public spaces and assets, including parks, reserves, sports fields, playgrounds, street and park trees, and supporting infrastructure. These assets contribute significantly to the health, wellbeing, and lifestyle of the community, as well as to the environmental and cultural character of the Shire.

The Service Standards have been developed to ensure these assets are maintained in a safe, functional, and visually appealing condition. They incorporate relevant Australian Standards, Council policies, and regulatory requirements, and consider environmental factors, seasonal variations, budget constraints, and resourcing realities. By establishing clear expectations for maintenance and service delivery, these standards promote transparency, efficiency, and accountability, while fostering civic pride and a shared responsibility for the stewardship of public spaces.

2. DEFINITIONS

Activity:	Action necessary to restore/repair/maintain a particular feature of the asset to a specified condition.
Asset:	Turf, gardens, trees, reserves sports fields, park furniture, park structures, street trees, access roads and paths, car parks, lighting, drainage systems and other physical elements on which maintenance works are carried out by these Standards.
Capital Works:	Works that the Council approve and funds annually for renewal or to provide new assets.
Daily:	Monday to Friday, excluding Public Holidays but including RDOs
Defect:	An identified group of like features, together with their location, where the condition is outside the nominated maintenance standard and activity is required to restore those features to an acceptable condition.
High Use Site:	An area where there is frequent public activity or congregation, increasing the potential risk of injury from tree failure, such as falling branches or entire trees. Due to the high likelihood of human presence, trees in these areas require more rigorous inspection, risk assessment, and proactive management to ensure public safety and minimize hazards associated with structural defects, limb shedding, or environmental stress.
Incidental Works:	Works undertaken to ensure that all work within a site/property is undertaken holistically and results in consistent, aesthetic, complete, quality, professional service. Incidental Works may include such activities as the maintenance of assets not listed but essential to the functioning and appearance of the property or undertaking extra maintenance to compensate for unexpected or occasional use levels or impact by users.
Maintenance Standard:	Defines the condition of a feature or frequency at which activity is needed to restore the feature to the acceptable state.
Routine Maintenance:	Day to day minor repairs, replacements, corrections, cleaning and servicing.
Site / Property:	A defined area located within Nillumbik Shire and identified in Appendix 1 and included within the scope of works for these Standards.
Supervisor:	Shall be the relevant Team Leader, Parks Open Space and Projects Coordinator or another designated representative nominated to act as the Standards Administrator and Supervisor.
Unit of Work:	Base unit of measurement for an activity

Visually affected:	Usually means adjacent and opposite to properties
Works Program:	A program of activities planned for the forthcoming 12-month period sorted in a particular order, e.g. priority, activity type or site/property.

3. THE PARKS AND OPEN SPACE PROCESS

3.1. What informs the maintenance approach?

Maintenance activities will be guided by the following principles:

- **Equity, safety, accessibility and civic pride** must underpin all maintenance works, ensuring spaces are inclusive, welcoming, and well-maintained for all users.
- **Compliance** with relevant Australian Standards, legislation, and other regulatory requirements is mandatory in all maintenance practices.
- **Weather and seasonal conditions** must be considered when planning and delivering works, including the impacts of prolonged wet or dry periods.
- **Budget allocations** must support both routine and reactive maintenance, including adequate contingency for unforeseen events such as storms or extreme weather.
- **Resourcing realities** must be recognised, including the availability of experienced staff, workforce capacity during peak periods, staff absences, and machinery breakdowns.
- **Service levels and maintenance frequency** should reflect the intensity, type and purpose of asset use, ensuring sustainable and consistent care across the municipality.

3.2. Reporting

Accurate and timely reporting is essential for the effective management of parks and open space assets. All staff and contractors must maintain clear and consistent records to support compliance, planning, and accountability. The following applies:

- **All activities, defects, maintenance actions, and service responses** must be recorded promptly in the designated systems or forms.
- **Tree-related works** must include detailed records of tree species, location (including GPS if applicable), the nature of the works undertaken, and time spent on site. This ensures asset data remains current and supports long-term tree management strategies.
- **Inspection outcomes** should be documented, with photos taken where relevant, and any follow-up actions assigned or scheduled.
- All reporting must comply with Council's data integrity standards and privacy obligations.

3.3. The Assets

Nillumbik Shire Council manages a diverse range of parks and open space assets that contribute to the municipality's environmental, recreational, and civic value. These assets vary in function, scale and complexity, and include both natural and built elements. Understanding and categorising these assets ensures maintenance activities are appropriately tailored to the level of use, condition, and community expectations.

Assets covered by these Service Standards include:

- Turf and grassed areas (lawns, general grass, fire cuts)
- Garden beds
- Street and park trees
- Playgrounds, skate and BMX facilities
- Shared trails and paths
- Park furniture and infrastructure (e.g. bins, shelters, drinking fountains)
- Sports fields and turf wickets
- Irrigation systems

Each asset type has defined maintenance standards to ensure functionality, safety, aesthetic quality, and longevity.

4. STANDARDS OF THE WORKS

4.1. Inspections

To ensure our parks and open spaces are safe, clean, and welcoming for all users, regular inspections are carried out across a wide range of assets. These inspections are a vital part of our maintenance program and help identify hazards, damage, wear and tear, and general upkeep needs before they become issues.

Each inspection involves assessing the condition, safety, cleanliness, and functionality of the asset. Inspection frequencies vary depending on the type of asset, level of use, and season. High-traffic and high-risk areas are inspected more often. Others follow monthly, bimonthly, biannual, or reactive inspection schedules to ensure resources are directed where they are most needed.

This proactive inspection program helps Council manage assets efficiently, reduce risks, and provide high-quality, well-maintained spaces for the community to enjoy.

The following are the minimum inspection frequencies for each asset type:

ASSET	ASSET BREAKDOWN	INSPECTION CYCLE
Turf Areas	Lawns Grassland Fire Cuts	Monthly Bimonthly Annually
Garden Beds	Feature Garden Beds Parkland Garden Beds	Weekly Monthly
Dog Parks	Fences, Turf, Paths, Furniture, Garden beds, Drainage, Shelters	Fortnightly (Spring and Summer) Monthly (Autumn and Winter)
Play Spaces	Playground Regional Playground Local	Fortnightly Monthly, bimonthly and quarterly 6 monthly
Shared Trails	Sealed trails as defined in the Trails Operating Level of Service 2021.	
Park Furniture	Seats, bollards, bin enclosures, shelters, drinking fountains, and bicycle stands	Hazards reported at the servicing
Trees	Street Trees Park Trees High use sites	Reactive Reactive Biannually or Annually Reactive
Sports fields	Car park Trees Irrigated & Drained Constructed Sports field Variable Profile Irrigated and/or Drained Sports field Variable Profile Non-Irrigated or Drained Sports field	Weekly based on seasonal activities
Turf Wickets	Centre wicket table and practice wicket table	Weekly
Synthetic Wickets		Weekly (in season)

Drainage	Internal drainage on sports fields	Weekly
Irrigation	On sports fields	Weekly (in season)
BMX/Skate Parks	Council recognised BMX or Skate parks only	Monthly

4.2. Response Times

Staff are required to promptly address any safety-related issues arising from works defined within the Parks and Open Space Service Standards. This includes making safe, repairing, or rectifying conditions that may present a risk to the public, in accordance with the specified response times or as otherwise directed. Such requirements may be identified through staff inspections, observations, public notifications or complaints.

REQUEST	DESCRIPTION	RESPONSE TIME
EMERGENCY	The condition has caused or has the potential to immediately cause serious injury to a person or property. E.g. Tree or branch across road or footpath (Council, MERO request for emergency assistance)	As soon as practical
URGENT	If the condition is not attended to within the specified period, it will have the potential to cause injury to persons or property.	24 hours

4.3. Maintenance

Maintenance Standards answer the question of when maintenance work needs to be carried out on different assets and define the overall desired standard for each asset.

The Maintenance Standards are specified in a variety of ways including the following:

- A terminal or threshold condition that will activate a maintenance response.
- A frequency for performing work.
- A response time.

While maintenance standards should be followed, any defect that may affect the safe operation and usage of any asset shall be attended to even if it is inside the maintenance standard specified. Similarly, where it is efficient to attend to other defects inside the maintenance standard where the Parks and Open Space Team is working if they can do so whilst there.

The Parks and Open Space Team is responsible for the regular inspection, maintenance, and upkeep of the Council's parks and open space assets, including turf areas, garden beds, trees, furniture, structures, paths, playgrounds, lighting, drainage systems, and trees in road reserves. All assets must be kept in a safe and functional condition through scheduled activities and timely response to defects.

In addition to routine maintenance, the team undertakes systematic audits to record the location, condition, and defects of assets, supporting ongoing service delivery and informing the Capital Works Program. Maintenance requirements may overlap between asset types,

and all activities must align with the defined standards for each asset while considering adjacent or related assets within the property.

A description of the assets and the associated maintenance standards for each are outlined in the following sections.

5. TURF

Turf areas are areas of turf within properties and road reserves of varying standards and sizes that range from intensive formal lawns to extensive open space areas. Areas typically may be found at neighbourhood parks, Civic buildings, open parkland, centres, etc.

Staff shall be responsible for the mowing of turf areas, weeding, edging, litter control, surface finish, turf management, irrigation, drainage, and all other assets adjacent to or that form part of turf areas, including nature strips and integrating maintenance with logical boundaries to adjoining properties.

Turf works may include preparing areas for sowing or re-sowing and the establishment of turf on sown or re-sown areas, maintaining the health and physical appearance of turf, irrigating to maintain optimum soil moisture levels, fertiliser applications to maintain optimum nutrient levels in the soil, soil conditioning, aeration of soils, topdressing to maintain level and safe playing surfaces and controlling turf pests, weeds and diseases.

5.1. Lawns

Lawns generally include small to medium areas of turf located at high-profile civic locations. The lawns are maintained to reflect a high standard and precise attention to detail.

ACTIVITY	MAINTENANCE STANDARD
Maintenance Cycle	Programmed
Mowing	Mow before height (when 5% of total area) exceeds 80 mm by cutting to a minimum 30-50 mm height to achieve a regular cut finish. Grass clippings are to be collected in the mower catcher and removed from site.
Weeding	Control of undesirable weeds as determined by the Supervisor.
Edging	Edge when turf has grown greater than 50mm over greater than 50% of the turf edge. No single/isolated clump intrusion greater than 100 mm. Mechanical edging only, Chemical edging permitted to maximum width of 100mm only with Supervisors prior approval. Where no formal edge exists a smooth even continuous edge is to be maintained.
Litter Control	Remove all visible litter.
Reporting	Report all visible defects to the Supervisor.
Grass Management	Healthy grass and capable of withstanding normal pedestrian traffic and seasonal conditions.

5.2. General grass areas

General grass areas range in size from small to large, turf areas located predominantly within parks and road reserves. These assets make up the majority of the total turf sites within Nillumbik Shire. General Grass areas are to be maintained to provide quality recreational experience for all users, with a consistently turf surface for general activities. General Grass areas constitute the entire area of small and medium sized parks and the

high-use, high-profile, visible areas of larger parks. Typically, the sites include local parks, neighbourhood parks, the open space areas around sporting facilities, linear parks, playgrounds, medians, etc.

ACTIVITY	MAINTENANCE STANDARD
Maintenance Cycle	Monthly.
Mowing	Mow before height (when 5% of total area) exceeds 100 mm by cutting to a minimum 30-80 mm height to achieve a regular cut finish. Minimal windrowing.
Weeding	Control of undesirable weeds as determined by the Supervisor.
Edging	Edge when turf has grown greater than 50mm over greater than 50% of the turf edge. No single/isolated clump intrusion greater than 100 mm. Mechanical or chemical edging is permitted to maximum width of 100mm only with Supervisors prior approval. Dye is to be used for chemical edging mixed at a ratio of 5ml dye per 10l of water. The solutions should be weak in colour. Where no formal edge exists a smooth even continuous edge is to be maintained.
Litter Control	Remove all visible litter.
Reporting	Report all visible defects to the Supervisor.
Grass Management	Healthy grass and capable of withstanding normal pedestrian traffic and seasonal conditions. Maintain greater than 90% cover excluding significantly shade affected areas.

5.3. Fire cut

Fire cut areas are larger areas of open space and road reserves not used for recreational activities. The fire cut sites are to be maintained to a standard which adds to the visual experience of these larger open spaces with fire prevention in mind.

Staff are required to integrate mowing in Open General Grass Areas with that in adjacent Open Grassland to ensure a transitional blend between the different assets.

ACTIVITY	MAINTENANCE STANDARD
Maintenance Cycle	Annually.
Mowing	Mowing program commences when the grassland curing level exceeds 50%. For fire cuts, the grass is to be cut annually to less than 100mm where practicable
Weeding	Control of undesirable weeds as determined by the Supervisor.

Edging	N/A No single/isolated clump intrusion greater than 300 mm. Chemical edging permitted to maximum width 150 mm only with Supervisors prior approval.
Reporting	Report all visible defects to the Supervisor.

6. GARDEN BEDS

6.1. Garden beds

Garden beds are a range of both small and extensive landscaped areas within properties and road reserves and are the result of deliberate planting and construction within defined boundaries. They contain a range of sites from high profile intensively managed and maintained landscapes through to screen planting or a massed planting bed not located in a prominent or high activity area. Garden Beds may include a range of features that are designed to enhance the aesthetic appeal such as rock outcrops or for functional purposes such as barriers to pedestrian traffic.

Staff shall be responsible for the garden bed maintenance including, but not limited to, plant maintenance, weeding, edging, irrigation, litter control, mulching, drainage, and all other assets adjacent to or that form part of the garden beds. All maintenance works shall be carried out so as not to compromise the integrity of the intent of the design for the garden bed or site.

No weeds in garden beds shall complete their life cycle by producing seed.

All shrubs and trees adjacent to paths, car parks, roadways, etc. shall be maintained to ensure clear sight lines and with consideration to safety.

All work is to be carried out in accordance with accepted horticultural industry standards and practices.

ACTIVITY	MAINTENANCE STANDARD
Maintenance/ inspection Cycle	Fortnightly or monthly
Weeding	Weed when coverage of any one bed exceeds 20% or height exceeds 100mm or a single weed occupies a spread area greater than 100 cm ²
Mulching	Replenish when the depth excluding humus is less than 20mm or reduce when the depth excluding humus exceeds 150mm after 2 weeks settlement, or when cover is less than 100% with approved mulch.
Litter Control	Remove all visible litter.
Plant Maintenance	by order of supervisor.
Edging	Edge when turf has grown greater than 50 mm over greater than 25% of the garden edge or intrudes into bed and disrupts continuity of edge (where not formally edged). Chemical edging only with prior approval to a maximum width of 100mm.
Reporting	Report all visible defects to the Supervisor.
Planting	Replace per program approved by the Supervisor.

6.2. Revegetation garden beds

Revegetation Garden Beds include a range of both small and extensive landscaped areas within Reserves. They are the result of deliberate planting and construction within defined boundaries. Revegetation Garden Beds generally consist of native trees and shrubs grown in a self-sufficient manner, usually as screen plantings and are also located in Road Reserves.

ACTIVITY	MAINTENANCE STANDARD
Inspection Cycle	Annually
Weeding	No chemical control on bed and bank of waterways
Mulching	Mulching may not occur at all revegetation sites. When required replenish when depth excluding humus less than 20mm or reduce when depth excluding humus exceeds 150mm after 2 weeks settlement, or when coverage less than 100% with approved mulch.
Litter Control	Remove all visible litter.
Plant Maintenance	Remove plants when the plant condition has declined. Remove stakes and guards when the plant reaches a reasonable height.
Edging	Edge when turf has grown greater than 50 mm over greater than 50% of the garden edge or intrudes into bed and disrupts continuity of edge (where not clearly defined). Chemical edging permitted to maximum width 100mm. No chemical control on the bed and bank of waterways.
Reporting	Report all visible defects to the Supervisor.
Infill Planting	Replace within 12 months or as per program approved by the Supervisor.

7. PLAYGROUNDS

Playgrounds are dedicated spaces with equipment for climbing, swinging, sliding, balancing and role play, set within compliant soft fall areas. Skate and BMX facilities are purpose-built for skateboarders, in-line skaters and freestyle BMX riders.

All facilities must meet the relevant Australian Standards (AS 4685 series, AS 4422, AS 16630) and be maintained to manufacturer recommendations and current best practice to minimise foreseeable risk.

Playground classifications Regional, District/Rural, Local and Pocket generally exist to highlight the intensity of use, location, and development and in no way suggests a compromised safety standard is to exist.

Maintenance includes:

- Regular inspections by qualified staff to assess structural integrity, moving parts, surfacing, edging, signage, and safety compliance.
- Cleaning and litter removal, including glass, graffiti, bill posters and debris.
- Routine upkeep of soft fall material to Australian Standards, including raking, redistributing, and replacing where required, and ensuring appropriate depth and clearances.
- Repair or replacement of damaged components from wear, vandalism or accidents; major replacements to be referred to the Capital Works Program.
- Maintenance of associated features such as fencing, basketball rings, backboards and hard surfaces.

Staff are responsible for ensuring that all playground equipment, outdoor exercise equipment, skate facilities, and BMX facilities are inspected to confirm their structural integrity and compliance with current regulations and Australian Standards. These inspections must be carried out by a suitable-qualified auditor, with any identified safety issues addressed promptly to minimise risk to the public. All inspections and maintenance activities must be recorded in accordance with the Reporting and Records requirements.

7.1. Play spaces

Play spaces are generally playgrounds and draw people from varying areas depending on the range of play activities on the site. The play spaces are often located in conjunction with other park structures and developments linking various areas. Play spaces may include designated skateboard ramps and basketball rings.

ACTIVITY	MAINTENANCE STANDARD
Maintenance/ Inspection Cycle	Regional – Fortnightly District/Rural – Monthly Local – Bimonthly Pocket - Quarterly
Weeding	Weed when coverage of any one soft fall area exceeds 2% or height exceeds 50mm or single weed occupies a spread area greater than 100 cm ² .

	Undertake weed management as required
Mulching	Maintain soft fall to relevant Australian Standards for approved mulch type.
Litter Control	Remove litter, debris and unwanted objects and hazardous materials.
Plant Maintenance	Undertake vegetation maintenance as required
Cleaning	Clean to provide hygienic appealing opportunities for play.
Repairs	To a standard that reduces all foreseeable risks and where the structure permits to conform to current, Australian Standards.
Edging	Maintain existing edging in a safe condition.
Reporting	Report all visible defects to the Supervisor. Report monthly activity. Report responses to external inspections, including equipment which cannot be repaired and needs replacing through the Capital Works Program.

8. SHARED TRAILS

Shared trails are generally located within larger properties and reserves and include all designated shared trails including equestrian, paths, walkways, standing areas, steps, courtyards, and board walks and consist of various materials including timber, crushed rock, Lilydale toppings, granitic sand, concrete, brick, etc. and without a formal kerb. Typically, paths provide all-weather access and are defined by their surface material and usage and are a result of deliberate construction. Ensure that all ability access is considered when a new path is being constructed.

Refer to the Northern Regional Trails Strategy 2022 for guidelines for tracks and trails.

Staff (across the Parks and Open Space and Roads teams) are responsible for the regular inspection, maintenance, and upkeep of all shared trails, including maintenance of clear lines.

Shared trails shall be fully operational at all times, effectively drained of all surface water and maintained in a sound condition that ensures the safe passage of pedestrians and bicycles.

All works are to be carried out in accordance with accepted trade and industry standards and practices.

ACTIVITY	MAINTENANCE STANDARD
Inspection Cycle	Six Monthly.
Surface Finish	Refer to the Northern Regional Trails Strategy 2022

9. PARK FURNITURE

Park Furniture is generally located throughout Nillumbik Shire's parks and includes signs, seats, tables, bins, lights, drinking fountains, bollards, fences, gates, plaques, handrails, etc. Also included are all associated infrastructure such as wiring, pipes, etc. The constructed components of the park are to be maintained to a high standard and safety reflecting the quality of the environment they are located within. Typically, park furniture is located throughout all parks and reserves in various forms and constitutes all manufactured and constructed items, excluding natural items and landforms.

Staff are responsible for the regular informal inspection, maintenance and upkeep, including the safety, of all park furniture and similar facilities with the Standards.

ACTIVITY	MAINTENANCE STANDARD
Inspection Cycle	Informal
Cleaning	Clean when stains, grease, graffiti or build-up of dirt cobwebs or other contaminants etc. appear.
Repairs	Adjust, repair, test, replace when parts are non-operative, defective or worn. Ensure all park furniture is fully operational and in good repair.
Litter Control	Remove all visible litter, debris and unwanted objects.
Weeding	As for adjacent Turf/Garden Bed Asset.
Litter control	As for adjacent Turf/Garden Bed Asset.
Reporting	Report all visible defects to the Supervisor.

10. TREES

Council manages public trees across road reserves, parks, and other Council-owned land. These trees vary in age, species and condition, and provide important environmental benefits, canopy cover, and amenity. All inspection, maintenance, and works are undertaken in accordance with Council's Tree Management Policy, Tree Management guidelines, and the Australian Standard AS 4373–2007 Pruning of Amenity Trees. Trees on private property are excluded from these standards.

i. General Maintenance

Tree management activities include pruning, planting, removal, pest and disease control, debris removal, line clearance, and risk management. All work must follow manufacturer recommendations, Australian Standards, and best industry practice, with sensitivity to community concerns. Urgent tree-related requests are actioned to make safe as soon as practical. Non-urgent tree inspections are undertaken within 30 business days and works if required are programmed to be completed within 12 months.

ii. Pruning and Removals

Trees are to be maintained in a healthy, safe, and structurally sound condition, preserving their shape, character, and contribution to the streetscape or park setting. Pruning work is carried out to maintain tree health, safety, and aesthetics, while tree removals are only undertaken in accordance with the Tree Management Policy and Guidelines. Stump removal must be completed within agreed timeframes to ensure public safety and site restoration if required.

iii. Planting and Watering

All planting follows AS 2303–2018 Tree Stock for Landscape Use and Council's Tree Management Policy. Failed or damaged trees are replaced as soon as practicable. Newly planted trees are watered for a minimum of two years, with additional watering provided during extended dry periods to support establishment and long-term health.

iv. Specialised Works

Cabling, bracing, and root barrier installations require prior approval from the Supervisor and must be recorded. All works are undertaken with due regard for public safety and is to be performed by suitably qualified staff or approved contractors.

10.1. Street trees

Street trees are located within road reserves throughout Nillumbik Shire, typically in nature strips and medians. They vary in age, species, form, health and vigour, and are considered valuable Council assets for their contribution to shade, amenity, biodiversity, and neighbourhood character. The management of street trees balances community expectations, safety requirements, and environmental benefits, while meeting statutory obligations such as maintaining clearances from service assets and overhead powerlines. Works include formative pruning, reactive maintenance, replacement planting, weed control,

and the upkeep of associated infrastructure such as tree grates. Management is delivered in line with Council's Tree Management Policy, Tree Management Guidelines, the Australian Standard AS 4373–2007 Pruning of Amenity Trees, and the Electric Line Clearance Management Plan, with a combination of reactive and programmed works undertaken to address both safety risks and long-term urban forest health.

ACTIVITY	MAINTENANCE STANDARD
Inspection Cycle	Wire Clearing - Annual/biannual. General - Reactive
Pruning - Street Trees	In accordance with an approved program. Respond to Supervisor requests from resident concerns.
Wire Clearing	In accordance with an approved program Respond to Supervisor requests from resident, Council and Distribution Company concerns.
Planting	As per tree planting detail in the Nillumbik Shire Council Tree Management Policy and Guidelines
Plant Maintenance	Healthy & Structurally Sound. Removal of fallen & dangerous limbs. Maintain access, sight lines and clearances from services, buildings, etc. In accordance with an approved program.
Mulching	Approved, consistent, safe material around newly planted trees.

10.2. Park trees

Park trees are located within Council-managed reserves, including regional parks, playgrounds, picnic areas, walking tracks, car parks, and other public spaces. These trees contribute significantly to the Shire's environmental health, biodiversity, shade provision, and overall amenity. Their management focuses on maintaining health, structural integrity, and public safety, while preserving their visual and ecological value. Works include pruning, removals, replacement planting, weed control, and hazard reduction, with inspection programs tailored to site usage levels. Management of park trees is undertaken in accordance with Council's Tree Management Policy and Guidelines, the Australian Standard AS 4373–2007 Pruning of Amenity Trees, and other relevant guidelines, ensuring a safe and sustainable tree population for community enjoyment.

ACTIVITY	MAINTENANCE STANDARD
Inspection Cycle	High public usage areas as per High Use Site inspection program All other areas – Reactive
Planting	As per the Nillumbik Shire Council Tree Management Policy and Guidelines.
Weeding	Maintain a weed free environment around base when coverage exceeds 5% or weed height exceeds 100 mm within defined area (for newly planted trees, or trees with mulch rings)

Plant Maintenance	Healthy & Structurally Sound. Removal of fallen and dangerous limbs. Maintain access, sight lines and clearances from services, buildings, footpaths etc. Respond to Supervisor requests arising from resident concerns. In accordance with an approved program.
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11. SPORTS FIELDS

Sports fields are high-profile areas within Nillumbik Shire's parks developed for active sports such as cricket, football, soccer, baseball, lacrosse, and rugby. These facilities accommodate varying levels of play and may be fenced or open, single-use or multi-use. Management aims to maintain safe, even playing surfaces and turf health in line with sporting requirements and seasonal schedules.

Staff and approved contractors are responsible for all aspects of sports field maintenance, including mowing, turf management, irrigation, drainage, litter control, weed and pest management, and the upkeep of associated infrastructure. Works may involve re-sodding, aeration, fertilising, topdressing, surface repairs, and seasonal changeover tasks such as covering or uncovering wickets and installing or removing goals.

Maintenance programs are developed in consultation with Council's Recreation and Leisure team, sports associations, and clubs to ensure fair access and consistent playing conditions. Irrigated and drained constructed sports fields require more intensive management cycles to sustain turf health year-round. Turf and surface conditions are regularly inspected, with adjustments made for seasonal and weather impacts.

Line marking for the start of each season is arranged by the Council, with ongoing maintenance marking the responsibility of clubs. All maintenance activities must meet industry standards, promote player safety, and be responsive to changing conditions.

11.1. Irrigated and drained construction sports fields

Irrigated and drained constructed sports fields are located throughout Nillumbik Shire at specific sites to provide quality playing surfaces. These sports fields have automatic irrigation systems, are drained and constructed on a clay or local soil mix and require a specific and precise management cycle to ensure their healthy vigour and to sustain the playing surface. These sports fields contain automatic irrigation systems to provide for healthy plant growth throughout the year.

ACTIVITY	MAINTENANCE STANDARD
Inspection Cycle	Weekly (In season)
Turf Management	Healthy turf all year-round exhibiting vigour and capable of withstanding sporting activities. As per the approved program. Maintain 90% coverage.
Mowing	Summer use match day - Couch: less than 20mm greater than 10 mm turf height all summer use period. Summer use match day - non-couch: less than 30mm greater than 12mm turf height all summer use period. Winter use match day - less than 40 mm greater than 15 mm turf height all winter use period. No windrowing or visible build-up of cuttings. No flower spikes or seed heads to remain outside the mowing program.

Weeding	Less than 10% broadleaf and other undesirable weeds as deemed by the Supervisor.
Edging	When turf has grown greater than 50mm over greater than 50% of turf edge. No single clump intrusion to exceed 50mm. Mechanical edging only. Chemical edging only with prior approval to maximum 50mm width.
Litter Control	Remove all visible litter.
Reporting	Report problems with assets/services that are, and also not part of these Standards, to the Supervisor.
Surface Finish	Ensure the sports ground is maintained to a safe playing surface.

12. TURF WICKET

A turf wicket is located within the sports field at Yarrambat Park.

The turf wicket is the raised table prepared and maintained in the centre of the playing surface over the cricket season. The raised turf table needs to be of sufficient width to allow the rotation of wickets over the season.

The Council and the approved Contractor are responsible for the establishment preparation, maintenance and care of turf cricket wicket facilities including preparation of turf wickets and practice wickets in accordance with a program mutually agreed to by the Council and the Lessee club.

The Council and approved Contractor is responsible for the pre-season soil conditioning and levelling works required for the preparation of an even and flat turf wicket table, of consistent soil density and of a soil type approved by the Supervisor. Turfing is to be by means of seeding, sprigging or sodding of approved turf species. Fertilising, watering, topdressing, weeding and other maintenance is to be undertaken as required to provide optimum turf growth of consistently green colour and free from weeds, pests or disease.

All turf wicket works are to be undertaken or controlled on a regular and programmed on-site basis by a suitably qualified or experienced Turf Wicket Curator.

Wicket preparation must be to a standard expected and accepted by the relevant association, Clubs, and the Supervisor and all works undertaken in accordance with an approved program to the satisfaction of the Supervisor (unless affected by inclement weather). Prepared wickets and surrounds are to be prepared to sustain at least two consecutive days' play. All measurements are to be to the appropriate standard and lines painted with water-based material.

The Council and approved Contractor is responsible for all pre-season work including levelling and table preparation and all match day wicket preparation throughout the season.

The Council and the approved Contractor shall prepare and maintain a program for all works on turf wickets, outlining the full range of operations and activities programmed to be undertaken. The program shall not limit the works required at any time or prevent unscheduled works from happening.

The program shall highlight pre-season preparation, turf practice wicket tables, turf centre wickets, and include the full details on their management.

ACTIVITY	MAINTENANCE STANDARD
Inspection Cycle	Daily (in season).
Turf Management	In accordance with the approved program.
Mowing	Maintain table less than 35 mm greater than 15 mm. Maintain wicket less than 6mm on the last day of preparation.
Weeding	Absence of prescribed weeds.
Litter Control	Remove all visible litter.

Reporting	Report problems with assets/services that are, and also not part of this Specification, both Council and non-Council. Report monthly activity.
Surface Finish	Repair all visible ruts, cracks, depressions, etc.
Professional Services	In accordance with approved Turf Management Program. All work is to be carried out in accordance with accepted turf management industry standards and practices.

13. IRRIGATION

Irrigation systems include all components required for automatic and manual watering of turf areas and garden beds, such as pipes, fittings, sprinkler heads, tanks, pumps, control valves, and controllers. This also covers fixed manual systems (e.g., taps, quick coupling valves) but excludes hoses and portable sprinklers.

Staff and approved contractors are responsible for the safe and efficient operation, inspection, and maintenance of these systems to meet asset maintenance standards. Plans must be kept for each site, showing the location of controllers, sprinklers, solenoids, water meters, isolation valves, tanks, and pumps.

Routine maintenance includes inspecting and servicing sprinkler heads, valves, pipes, and fittings; ensuring sprinklers are level with surrounding turf; cleaning water supply fittings; and confirming control systems are correctly set and operational. Damaged sprinkler heads should be repaired or replaced within 48 hours. Automatic controllers must be adjusted for daylight savings and seasonal needs.

All plumbing works must be completed by a qualified plumber and all electrical works by a licensed electrician, using approved materials and in compliance with regulations.

ACTIVITY	MAINTENANCE STANDARD
Inspection Cycle	Weekly (in season). Annual Audit.
Surface Finish	As per adjacent Turf.
Weeding	To ensure effective operation of the irrigation system and visibility of sprinkler heads and valve boxes.
Repairs	Adjust, repair, test, replace when parts are non-operative, defective or worn. Ensure all irrigation systems are fully operational and in good repair.

14. ACTIVITIES

The Activity definitions describe the type of maintenance activity to be carried out, along with the minimum standard and service level required. These are aligned with the priorities identified for each asset to ensure resources are allocated effectively.

Recognising that parks and open spaces are dynamic environments — and that many maintenance tasks are interrelated — the Activity Definitions are intended to guide decision-making about the scope and extent of work to be completed. They support both planning and delivery by clearly outlining what work is expected and how it contributes to maintaining safe, functional, and well-presented public spaces.

14.1. Inspections

Staff and approved Contractors are responsible for the regular inspection of all assets throughout the year at the frequency required under these Standards.

14.2. Weeding

Staff and approved Contractors are responsible for the systematic control, removal, and disposal of all weeds, using chemical, mechanical, or physical methods appropriate to the site to ensure weed control to a specified level of control or period of work. Weeding by chemical means is restricted to the use of chemicals approved by the Supervisor and used in accordance with the manufacturer's instructions.

All Chemicals, where required by legislation, are only to be applied by persons who have an Agricultural Chemical User Permit. Where this is not required, a Farm Chemical Users Course needs to be completed.

14.3. Mulching

Staff and approved Contractors are responsible for the transport, placement, and containment of approved woodchips, mulch or other surface material and the maintenance of a minimum and maximum specified depth of cover at all times, free of weed species. This includes material placed for aesthetic, water conservation, and weed control measures in garden beds and planting situations as well as soft fall under playgrounds.

Staff are to utilise recycled mulch produced by the Arboriculture Unit in all garden mulching projects. Stockpiling of mulch at sites is allowed for a short period prior to works occurring.

Where all mulch produced by the Arboriculture Unit has been exhausted, the purchase of mulch is then permitted via the approved contractor panel.

14.4. Mowing

Staff and contractors are responsible for cutting grass and associated broadleaf plants to the required standard using suitable equipment, such as rotary or flail mowers. Grass must be cut cleanly and evenly, without scalping or cutting below the minimum specified height. Variations to cutting height may be approved by the Supervisor for species-specific management.

Areas maintained year-round must receive regular attention using appropriate equipment and timing to meet maintenance standards. Where maintenance may cause damage, the issue must be referred to the Supervisor for a temporary variation. High-profile, entrance, frontage, and high-use areas require intensive year-round maintenance. Related assets on the same site must be maintained within 48 business hours of initial work commencing.

Staff are to ensure that any mowing or turf trimming operation is carried out in a manner that does not damage or cause damage to any turf area, horticultural display, shrub, tree, amenity or facility within or adjacent to the work site.

Staff are responsible for carrying out work with due regard to always maintaining public safety.

14.5. Edging

Staff and contractors are responsible for the mechanical reduction in length and spread of grass and associated broad leaf plants from turf areas within defined boundaries where intrusion onto adjacent assets or infrastructure occurs. Chemical edging with approved chemicals may only occur on assets as specified and is subject to the prior approval of the Supervisor.

Edging includes the control of vegetation around poles, seats, fences, boundaries structures, etc. and the removal of all remnant material from paths etc. Mechanical edging shall be vertical and chemical edging to the specified width.

14.6. Planting

Staff and contractors are responsible for the preparation of planting areas, the planting of a specified quantity, size and approved quality plant species, and the ongoing maintenance required in terms of watering, fertiliser, staking, formative pruning and protection to ensure plantings survival and health for a period of two years from time of planting.

Trees are to be planted as per tree planting detail in the Nillumbik Shire Council Street Tree Management Policy and Guidelines and Australian Standard AS2303-2018.

Staff may provide upon request detailed planting proposals for consideration for sites which may include plant numbers, species, sizes, sources and any other information requested.

All trees, shrubs and groundcovers etc. to be supplied shall be first approved by the Supervisor.

Plants are to be planted according to Australian Standards.

14.7. Plant maintenance

Staff and contractors are responsible for maintaining the appearance and health of established vegetation (post two year), maintaining soil conditions and the physical appearance of the vegetation and its drip space, managing pests and diseases and repairing damaged trees and shrubs.

i. Watering

Staff and Contractors shall be responsible for responding to the seasonal needs of plants with the sprinkler or hand application of water to ensure maintenance of adequate soil moisture levels enabling continued growth of plants without drought effects or soil saturation.

Watering will not be provided to all plants, as doing so would be costly, resource-intensive, and inconsistent with sustainable water use practices; instead, watering is prioritised for high-value, newly established, or vulnerable plantings.

Staff shall carry out all watering and irrigation in a responsible manner considering the horticultural demand for water, prevailing climatic conditions and any water restrictions currently in force. Staff shall ensure that water is not allowed to run off the area being watered or to form a nuisance or hazard in any way.

Automatic sprinkler systems shall only be operated by staff with the relevant experience and understanding of the systems. All plumbing works on the sprinkler systems shall only be undertaken by an irrigation specialist approved by the Supervisor and where required, by a licensed plumber.

ii. Plant Removal

Plant removal in turfed areas includes elimination and reinstatement to turf of all stumps and any protruding roots or mounding. Plant removal in garden beds may, with the Supervisor's permission, involve cutting of stumps to ground level.

14.8. Litter control

Staff are responsible for the collection, removal and disposal of all unwanted material i.e. rubbish, litter, debris, foreign vegetative material, etc. that has been deposited on properties covered by these Standards. All areas of the asset shall be kept clear of litter and rubbish at all times. Litter and rubbish shall be collected and disposed of at the time it is found by Staff.

Staff shall consider the increased frequency and level of work associated with the control of litter during the holiday periods and/or festive, sporting and recreational events. All litter following concentrated activities or as identified by the Supervisor shall be removed in accordance with the significance and profile of the site with a maximum clean up time of 48 hours.

Staff shall issue to all employees such safety equipment and apparel required to handle any items found or likely to be found on any site included in the Standards. Particular attention is to be paid to the hazards associated with the collection and disposal of sharps and other similar material. Staff are responsible for the provision of proper containers for the disposal of 'sharps' and for their disposal by authorised means. The disposal of all hazardous materials is to be in accordance with approved procedures for such materials.

If Staff finds any item or object on any property, which is outside of general park rubbish (either dumped or park user generated) and is greater than 1 cubic metre, Staff shall immediately notify the Supervisor who will contact the relevant team for disposal.

Objects and items which fall into this category include:

- Large domestic appliances and household goods (washing machines, refrigerators, furniture, etc.).
- Industrial debris.

Under no circumstances is any material collected from the site of the works to be disposed of on the site. All material collected is to be disposed of in a proper manner at recognised disposal sites and facilities.

15. EVENTS

The council has established a bookings system which shall handle event bookings in Parks and Open Spaces (including weddings and social functions) through the Events Team.

Team Leaders and Coordinators will be provided with Customer Service Request of booked and scheduled major events and sports ground allocations where works are required by the Parks and Open Spaces Teams. Team Leaders shall be provided with sufficient notice to program the works and ensure adequate resourcing is available. Team Leaders will be notified in advance of other incidental bookings as they arise.

The Events Team shall establish (where necessary) and maintain effective liaison with events managers, tourism authorities, the media and other relevant parties as a means of promoting Open Space, special events, activities and services within the Municipal District.

The Events Team shall liaise with and provide information to the Council, community groups and event organisers regarding operations, events, facility tolerance and capacity, inventory location and other information as requested.

A Parks and Open Space Officer shall ensure the availability of, and access to, areas and services booked for sporting and other activities and events that have been booked through the Council and provide resources where possible (e.g., Signage)

A Parks and Open Space officer must be available to mark out irrigation lines and make provisions to protect any other Council assets when required before events occur in parks.

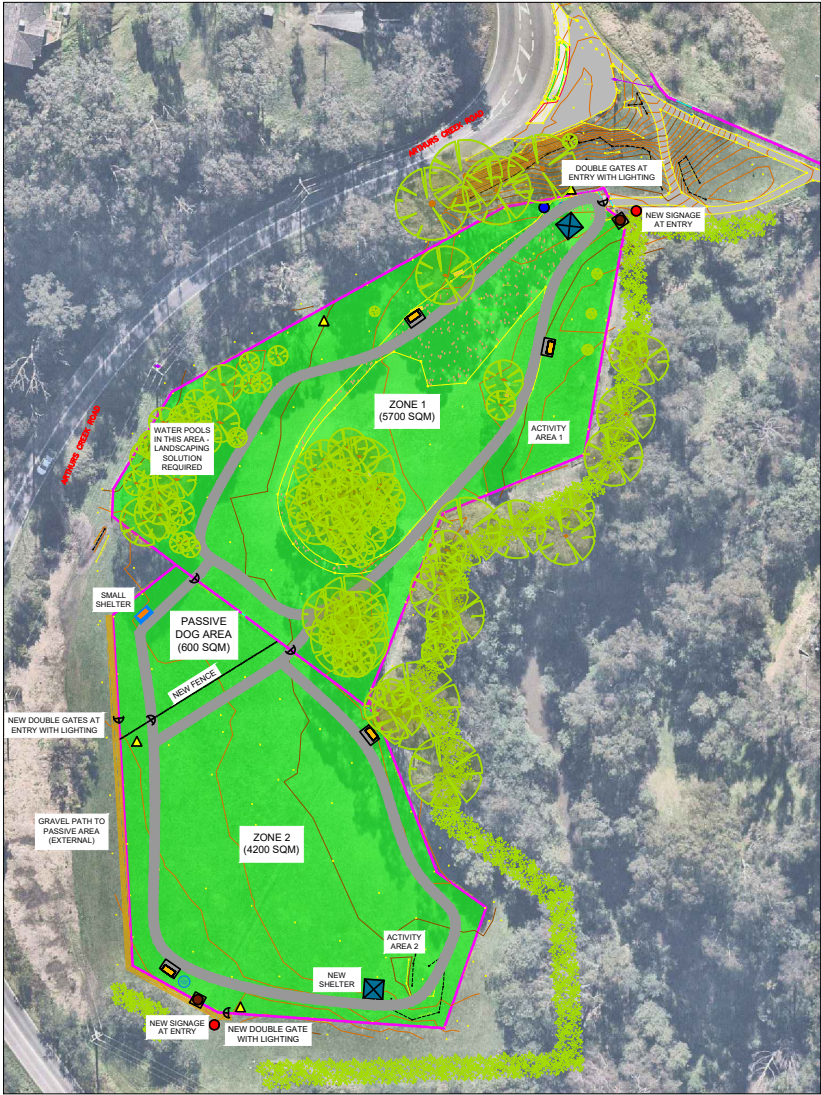
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DRAFT 2025



PROPOSED BIN



WATER FOUNTAIN
WITH DOG BOWL



SMALL SHELTER - PASSIVE DOG AREA



DOG ACTIVITY AREAS



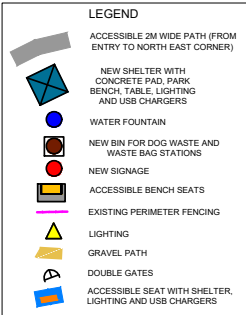
SHELTER WITH SEATING



FENCING STYLE FOR PASSIVE DOG SPACE



ACCESSIBLE SEATING



HURSTBRIDGE DOG PARK LANDSCAPING IMPROVEMENTS - CONCEPT PLAN

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Hurstbridge Dog Park Upgrade - Community Consultation - Non Quantitative Responses										
Q2. Is there a reason you don't use the Hurstbridge dog park?	Q5. If you don't support a passive dog area, explain your reason	Q7. Do you have an alternate location suggestion for the passive dog area?	Q9. If you don't support the inclusion of shelters, explain your reason	Q11. Do you have any alternate location suggestions for the shelters?	Q13. If you don't support the inclusion of a small shelter in the passive dog area, explain your reason	Q16. If you don't support the seating locations, do you have any alternate location suggestions?	Q18. Any additional comments on the lighting?	Q19. What other activity would you like to see in 'activity area 1'?	Q20. What other activity would you like to see in 'activity area 1'?	Q21. Do you have any additional feedback about the proposed upgrades?
										More fencing to separate multiple areas. Around agility areas
		See below comment					Need to maintain access to walk around the dog park, we often walk past it from the fire trail to the tennis courts due to particular dogs that are there.			There are dogs always at the dog park who rush the fence and are fence aggressive, there needs to be separation between the two areas. Sometimes I have issues walking around the outside of the dog park due to dogs rushing the fence, barking at us and continuing this behaviour the whole time we walk past
	not needed		not needed		not needed	not needed	This is right next to an important wildlife corridor. This should be an environmental area, there's already enough artificial lighting messing with night animals.			There is already a dog park just over the river at Fitzsimmons reserve, we don't need this one.
							Any lighting is better than none. We need to make this area useable when it's dark.			Ensure adequate lighting and enough shade. The water station at the Eltham Soccer Ground is the best I've seen and it would be great if you could change to that version. It's great for humans and pets and provides shade over the bowl. Also would be interested in finding out about dedicating a bench or something in memory of pets that have passed.
										Currently a lot of locals don't use as too many dogs in each section. Would prefer additional fenced zones so can limit the amount of dogs/ chaos. Tried using the aligity course at Diamond creek and needed separate fencing as one problem dog whole park can't be used. Small zones would make it less intimidating, and exit routes from those straight out to the outer perimeter.
I don't have a dog but I pay rates	My rates aren't to support problem dog issues.		Owners are responsible for dog behaviour not me.		my rates should be directed to Hunan payers not a minority fig owner cohort. Fix the pot holes	Spend my money on human issues not dogs.	Why are you focusing on dogs not rate payers	None	None	I'm shocked and angry as a rate payer of 40 plus years in Hurstbridge- and as a previous dog owner - this council expects my rates to be used for some dogs and their owners loud voices. We cared for our dogs needs and never expected others rate payers to share the costs. What greedy expectations sone people have. I expect my rate payments to be used for upkeep of roads, unfortunately picking up of illegal dumping, signage and maintenance of Hurstbridge toilets and facilities.
No dog	If the dogs are less active leave them at home		If its raining stay home or wear a rain coat		See above		Lighting? Why lighting, if its dark stay home , or take a torch with you	They are not children , they are dogs. If dog owner want to have these facilities they should provide them on their own property and not waste my coincil rate money on this crap.	see above	see above

Hurstbridge Dog Park Upgrade - Community Consultation - Non Quantitative Responses										
Q2. Is there a reason you don't use the Hurstbridge dog park?	Q5. If you don't support a passive dog area, explain your reason	Q7. Do you have an alternate location suggestion for the passive dog area?	Q9. If you don't support the inclusion of shelters, explain your reason	Q11. Do you have any alternate location suggestions for the shelters?	Q13. If you don't support the inclusion of a small shelter in the passive dog area, explain your reason	Q16. If you don't support the seating locations, do you have any alternate location suggestions?	Q18. Any additional comments on the lighting?	Q19. What other activity would you like to see in 'activity area 1'?	Q20. What other activity would you like to see in 'activity area 1'?	Q21. Do you have any additional feedback about the proposed upgrades?
							I am especially supportive of the solar lighting. Dogs that need a big run around often suffer in day light savings because of lack of lighting. I know some places have lighting on a timer that you can press a button			Big open area is best for my dog.
			I actually support the shelters, just not the location. They should not be close to the entrance as you'll find dogs will also congregate there and may be overwhelming to other dogs when entering the park				Needs to be a couple more and move the lighting near the entrance. Currently lighting from the road is ok near the entrance			Where are the locations of gates going from zone to zone.
		Create a new area that does not include a communal fence					More lighting is required than proposed. Paths should be lit for safety.			Lights and shelter are imperative and would prefer that the majority of funds are allocated to this. Anything else is a 'nice to have'.
								Dogs are there for socialisation or exercise which typically means chasing a ball. This stuff you propose is expensive and unnecessary.		I'm really opposed to the concrete paths, too much of Hurstbridge has been concreted. The current walking tracks are perfect. The key issue in the dog park is wet dog paws, not muddy shoes. Keeping the grass low is the main thing the council should be doing.
I don't have a dog and live in Eltham.								I have no opinion on this.	I have no opinion on this.	Please make the Woodridge Linear Reserve safe. Frequently unleashed dogs are in the Reserve, although there are small signs that say they are leashed areas. Perhaps if you included large signs with the word FINE, dog walkers might not want to risk a fine and so might obey the restrictions.
	substantial amount of council funds going towards the project for a handful of people to benefit from it		substantial amount of council funds going towards the project for a handful of people to benefit from it		substantial amount of council funds going towards the project for a handful of people to benefit from it	substantial amount of council funds going towards the project for a handful of people to benefit from it	substantial amount of council funds going towards the project for a handful of people to benefit from it	as above	as above	Honestly, it seems that a substantial amount of council funds is going towards the project for a handful of people to benefit from. There are many projects that could use some funding, for example, the revamp of the war themed children's playground which is an embarrassment for the community and gets much negative feedback from cafe visitors; investigation of virtual fencing for wildlife control to minimise the road strike especially in these drought conditions; cricket nets, female friendly clubrooms at Panton Hill - these are a few ideas
We no longer have a dog.										The proposed upgrade feels too orchestrated. Accessible pathways, sheltered seating and recycling bins are a must... but do we need signage and landscaping? Let's go simply please.
							The more lighting the better - need to extend the usable hours.			I would avoid sand/digging area as most owners encourage dogs not to dig.

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		This would be better in the older section of the dog park. Where it is proposed would reduce the open space for the dogs that like to chase balls								
Big dogs	Waste of money		Waste of money				Waste of money			It is an unnecessary waste of money, leave as is, it is a dog park.
	Already 2 areas used to keep more active and quieter dogs apart. More active dogs play in the Zone 2 and quieter dogs stay in Zone 1. This works fine. Dividing off a further section gives less space for people throwing balls with ball launchers.				No. Two shelters are enough. One is probably enough.		I am worried about the impact on nocturnal wildlife and this light causing light pollution and being on unnecessarily. Can it be movement activated or can some other solution be implemented to reduce this impact? Will the usb chargers also be solar powered?			Is there another material rather than concrete that can be used for the sealed pathway connections? A more environmentally friendly option that blends into the environment better would be better than the eyesore that is concrete paths.
	I think spending \$330k on an upgrade to a dog park in today's economic climate is immoral.		ng \$330k on an upgrade to a dog park in today's economic climate is immoral.		ng \$330k on an upgrade to a dog park in today's economic climate is immoral.	ng \$330k on an upgrade to a dog park in today's economic climate is immoral.	ng \$330k on an upgrade to a dog park in today's economic climate is immoral.	ng \$330k on an upgrade to a dog park in today's economic climate is immoral.	ng \$330k on an upgrade to a dog park in today's economic climate is immoral.	ng \$330k on an upgrade to a dog park in today's economic climate is immoral.
	This reduces the off lead space for active dogs to run around. Passive dogs can do their thing in either space. P D Signage allows users to criticise eligibility.			I don't support the shelter closest to the creek because it breaks up the natural scenery of this area.			I am concerned about effects of this infrastructure on local wildlife. Far better for night users to bring their own head torch. If necessary ,can they be turned off after a certain time?			Please include only natural elements such as large logs, sand and water areas that can be used in creative play and not built ramps and hurdles as shown in the images which can be damaged and create hazards. I would like to see the wet areas made into deeper pools for water play. Whatever goes into this park must complement its beautiful natural setting.
			Shelters tend to encourage people to congregate & ignore what their dogs are doing, leading to more conflict between dogs			No - as with shelters, seating tends to encourage people to congregate & ignore what their dogs are doing, leading to more conflict between dogs				

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	There is already 2 separate areas in the park as well as a large park nearby				I don't this we need a passive dog area		There should be at least 3 lights in the 2 areas for safety reasons			All we really require is adequate lighting and a few shelters/seats. We don't need activity areas (as the dogs are either walking or chasing balls), don't need USBs, don't need passive dog areas. Some landscaping where the water pools would be handy, but I would like to make sure the lights and shelters are both adequate before wasting money on things we don't need. Diamond Creek dog park has activity areas which are never used as well as a separate passive dog area which is also never used. Please don't waste council money on things we don't need.
I used to use it at least 3 times a week but then my dog escaped under the fence via a small gap and was lost for 4 hours so we never went back because the hole was only fixed temporarily and I couldn't trust that there wouldn't be any more gaps in the fence.										
		90% enter from the top. Current plan - passive dogs must walk around or through. Suggestion: swap with activity 2 & enlarge. Then only one area adjoined to rowdy dogs, access improved with gates side by side zone 2s gates. Save money - no extra path		You'll need to swap them around if you swap the passive area with activity 2 area.						USB chargers seem like a terrible idea - people are supposed to be watching their dogs at all times to ensure that the dogs are behaving themselves and owners are picking up after them. USB chargers might make people think it's somewhere they can work on their laptops and not watch or monitor their dogs. Unnecessary expense. Also is it only one water fountain? - Will there be one in Zone 2? If you move the passive area fence line to go near where the bottom signage is people could easily fill water for their passive dogs using those gates, then located next to each other. And both have access to a bin. My main issue with this park has always been the mud - I've noticed you have it down for repair but if nothing else at all got done that would be my priority. Thank you.
			One shelter should be enough for people to sit at- don't need two it is a dog park not a person sitting area!!		Dog park - not for people seating - want stuff for dogs to play with and amuse themselves	One shelter and a couple of benches is more than enough for people to sit on - people need to move to keep their dogs moving - not have all dogs cluster around the seating areas.				Need lots of dog activities so people move with their dogs and the dogs are simulated - some dogs owners just want a coffee and sit - encourage owners to get out and about with their dogs not to sit on their bums.
										A toilet for humans would be good
							Great for evening off lead walk which i would not normally be able to do.			

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										Built structures (agility equipment, seating, shelters, etc.): Would be so nice if these were rustic and in keeping with the natural environment/setting that is characteristic of Hurstbridge (and Diamond Creek and Eltham) so as not to be garish eyesores and change the look and feel of our village/area. E.g., Diamond Creek Regional Playground(?). Bin: The proposed bin with an open top will be incredibly smelly...!!! Perhaps one with pedal, etc., like that near Hurstbridge East Oval, so people don't need to inhale awful odours and/or touch any grubby lid could be a really great solution?
							Be mindful of local birdlife. Will there be switches, timers, or sensors?			Bin: The proposed bin has an open top and will be incredibly smelly. I have encountered these are other dog parks. Not good! One with a pedal and chute like that near Hurstbridge East Oval would be a great solution! Built structures (agility equipment, shelters, seating, etc.): These should be rustic and in keeping with the natural environment and local character so as not to be garish eyesores. Diamond Creek Regional Playground might be a source of inspiration. Activity Area 2 paddock: Provides a great open space for play but needs some landscaping and trees/shade around its edges. Dog-friendly landscaping: I think climbing mounds would be a great addition somewhere. My dog loves climbing our soil and mulch piles at home! :D
		I would put it in zone 2. The current proposed location is where the bulk of the dogs hang out most of the time (certainly the morning and evening brigade)		If the passive dog area is moved then I'd place a shelter in that area. Ideally we'd have a shelter with at least one wall as a windbreak			Lighting is really important - especially in winter when the dogpark is currently unusable after 5pm. Lights and shelter are the top two on my wish list. Thank you for doing this upgrade btw			Glad it's happening!
										Water play area should be fenced, for those days when you don't want your dogs to get wet.
I don't like that there are predominantly big dogs & often dog owners let them charge at other dogs who go thru the gate										

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	The areas are already seperated into 2 sections and are large enough that dogs can be kept separated if needed.			I'd shift the shelter in the first section near the car park away from the gate and move to the road side past the bench seating.	I think the shelter location is good but I don't think it's necessary we have a passive dog area.		Add another light in one of the park areas- inside the dog park. Even if one area can be lit up for late afternoon early evening, having them just near the gate won't create enough light to see in the park. Also make sure they are either motion sensor or on a timer so they aren't on all night.			Prefer no usb, people can live without there phones and computers while they are at the dog park and just be in the moment with their dogs
										Some dog owners may be against agility equipment but I think this is an important addition and saves going to Diamond Creek,
										Proposed budget seems high and this will increase council rates.
										Why does council feel the need to include concrete paths in all dog parks? They are completely unnecessary & the change in surface is dangerous & can result in injury to dogs especially when they are running
		if threatened by other dogs then has to travel through main area to get to back, i feel like it should be further to the front nearer the main entrance.	the new shelter should be more central so that owners have more visuals and are able to control their dogs, its to far away, and also the activity centres are GREAT but not near the shelters				don't care really, as i only visit the site in the day, and this is just another tax payer expense and then maintain, such as the USB ports not a necessary expense to rate payers.			i could only tick 2 options for activity areas, but all would be great for dog noses and stimulation.
			Unnecessary		Unnecessary			Unnecessary	Unnecessary	All nice, what we have is fine though

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	Whilst I support a passive dog area the area marked gets boggy in winter and the noise from the very busy road would deter folk from sitting there . winter .		A shelter in Zone 1 only as its the most heavily used (being closer to car parking)		Perhaps just a bench seat . One shelter for the whole park should be sufficient seeing as hardly anyone uses the park when raining and for shade prefer to see more trees planted .		Oh please- no more lighting ! There is already too much lighting in the parkland . The dog park sits too close to the creek which is MEANT to be a safe wildlife corridor . Lighting disrupts wildlife of all sorts from Kangaroos to moths . If people want to walk their dogs at night they should take a torch .			When a dog park was first proposed for Hurstbridge the feedback from consultation process was overwhelmingly to keep built structures to a minimum and maintain and enhance the natural bush setting . Times change and so do the types of people that 'walk' their dogs and use dog parks . Exercising your dog should be opportunity to interact with your dog , supervise your dogs interactions with others and exercise yourself . Its increasingly become a place where folk just turn their dogs loose and stand around chatting or staring at their phones . I USED to be regular user of Zone 1 but no longer . I did use Zone 2 for quite some time after that until the fence was built . Most dogs don't care if there are 'sniffing stations' - their whole world is a sniffing station . Most dogs also don't care if there is agility equipment. They prefer a good chase if a ball that their owner has thrown for them to chase . And a digging area ? Who wants to teach their dog that digging is an OK thing to do . So many of these upgrades are more about the human users than they are about the dogs . # Regarding landscape options for area that becomes inundated (Zone1) I would like to encourage planting species that tolerate occasional inundation and fence off the area . Before the dog park was built that area along the roadside was a lovely clean ephemeral wetland popular with waterfowl and frogs .
										Agility equipment around the fence line so as not to clutter up the open space
			Nice location for kids to get p*ssed and trash the place.		Same as above.		Why does hurstbridge need any more light pollution. Who uses a dog park at night.			
		Back away from road								USB ports would encourage phone use and increase items being left at park. Prefer phone free environment for maximum engagement with dog
		How would you get to that area from the side of Zone 1 without going through the dog park. It's also surrounded by two areas where dogs could bark at the passive dog.								
										Being so close to the creek there is of course increased risk of snakes in the area during the warmer months. Any additional appropriate fencing to discourage snakes entering the dog park would be very welcome.
					The owners are still the same size as the big dogs owners		Fairy lights			
							it'll look tacky. dogs can see in the dark.			i usually only go at night when there is no one there. my jack russel is too small for the usual dogs and gets bullied and roughed up too much. i was hoping for a small dog area
			I think it encourages people to just sit on their phones and not pay attention to how their dogs are interacting with other dogs			I don't think we should encourage too much seating because people just sit on their phones not paying attention to their dogs				Would be great to have bookable spaces for anxious dogs to use where they can enjoy sniffing and seeing other dogs from behind the safety of a fence. Maybe 30 minutes booking at a time.

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I have 3 small dogs (English toy terriers) The park has nowhere for smaller dogs to run safely. I often walk the perimeter and the park is always full of large, and boisterous dogs. On numerous occasions i have witnessed some aggressive behavior by some of the larger dogs, so I would never feel safe with my dogs and their safety is paramount. Now that there is the newer section, the older part could be split through the middle for a safe smaller dogs only section.		The area proposed would need to be larger, and some trees and logs and sandpits for digging, small dogs like to investigate surroundings					Definitely need lights, especially though the colder days when it's dark very early			A water fountain for both humans and dogs would be beneficial, if there isn't one at the park
			Dog owners should not be encouraged to sit and watch their phones instead of their dog			Dogs can run into the setting	I value the open space for dogs to run			Keep grass short at all times
Greyhounds are not welcome off leash ☐										Please accept Greyhounds off leash
							Will lighting be available at night, especially in the summer months?			Not altogether sure whether the current large paddock is fully part of the re-design. I hope so.