

Council Meeting

to be held at the Council Chamber, 32 Civic Drive, Greensborough
on Tuesday 24 February 2026 commencing at 7:00 PM.

Agenda

Carl Cowie
Chief Executive Officer

Thursday 19 February 2026

Distribution: Public

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

Council Chamber Council Meeting seating plan

Cr Peter Perkins Ellis Ward				Cr Kim Cope Sugarloaf Ward
Cr Kelly Joy Edendale Ward				Cr Kate McKay Swipers Gully Ward (Deputy Mayor)
Cr Grant Brooker Blue Lake Ward				Cr John Dumaesq Wingrove Ward
Katia Croce Manager Governance and Property	Blaga Naumoski Director Governance Communications and Community Safety	Cr Naomi Joiner Bunjil Ward (Mayor)	Carl Cowie Chief Executive Officer	

Nillumbik Shire Council

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Council Meeting Agenda

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Nillumbik Shire Council

**Agenda of the Meeting of Nillumbik Shire Council to be held
Tuesday 24 February 2026 commencing at 7:00pm**

1. Welcome

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

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 acknowledge that sovereignty was never ceded.

3. Good Governance Pledge

As Councillors, we are mindful of our civic responsibilities and obligations. We pledge to take them seriously, and to carry them out with diligence and integrity.

We know the decisions we take will affect the people and environment of Nillumbik, now and in the future. We undertake, therefore, to make sound and principled decisions of lasting value, in a spirit of fairness and for the good of all.

We also pledge to serve the needs and wellbeing of the community and the environment, in an open and honest manner and to the best of our abilities.

4. Prayer

A prayer will be read.

5. Apologies/Leave of Absence

A request for a leave of absence was received by Cr John Dumaresq.

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

Recommendation

That Council accepts the leave of absence for Cr John Dumaresq for 24 February 2026.

6. Declarations of conflict of interest

Councillors should note that any conflicts of interest should also be disclosed immediately before the relevant item.

7. Presentations

- **Australia Day 2026 Honours List**

- **Sporting Grants**

Paige Lyon (Edendale Ward) receives \$250 for being selected to represent Australia at the ICU Cheerleading Championships in the USA.

Nillumbik Shire Council wishes them every success with their future sporting pursuits.

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8. Confirmation of Minutes

COM.001/26 Confirmation of Minutes Council Meeting held Tuesday 9 December 2025

Confirmation of the Minutes of the Council Meeting held on Tuesday 9 December 2025.

Recommendation

That Council confirms the Minutes of the Council Meeting held on Tuesday 9 December 2025 (**Attachment 1**).

Attachments

- 1  Confirmation of Minutes Council Meeting held Tuesday 9 December 2025

8. Confirmation of Minutes

COM.001/26 Confirmation of Minutes Council Meeting held Tuesday 9 December 2025

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9. Petitions

10. Questions from the gallery

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11. Reports of Advisory Committees

AC.001/26 Advisory Committee Report 24 February 2026

Distribution: Public

Manager: Blaga Naumoski, Director Governance, Communications and
Community Safety

Author: Katia Croce, Manager Governance and Property

Summary

Council has a range of Advisory Committees which provide a formal mechanism for Council to consult with key stakeholders, seek specialist advice and enable community participation. Although they do not make any formal decisions, they provide valuable advice to Council.

In accordance with Advisory Committee Terms of Reference, the following minutes of Advisory Committee meetings are attached (**Attachment 1**) and presented to Council for noting:

1. Environment and Sustainability Advisory Committee (ESAC) meeting held 19 November 2025;
2. Youth Council meeting held 1 December 2025;
3. Recreation Trails Advisory Committee meeting held 10 December 2025;
4. Inclusion and Access Advisory Committee meeting held 12 December 2025; and
5. Youth Council meeting held 2 February 2026.

Attachments

- 1  Advisory Committee meeting Minutes reported 24 February 2026

Recommendation

That Council notes the Minutes of the Advisory Committee meetings reported (**Attachment 1**).

11. Reports of Advisory Committees

AC.001/26 Advisory Committee Report 24 February 2026

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12. Officers' reports**CM.001/26 December Quarter Financial Report**

Distribution: Public**Manager: Jeremy Livingston, Director Culture and Performance****Author: Bulent Oz, Chief Financial Officer****Summary**

This report outlines Council's financial performance and position for the period ended 31 December 2026.

The Income Statement shows an overall favourable year to date (YTD) variance of \$1.8 million representing 3.80% of YTD Budget. This reflects the combined result of higher than budgeted operating income of \$1.88 million and higher than budgeted operating expenses of \$76,000.

Council's financial position at quarter-end remains sound and stable, with net assets of \$1.076 billion and cash holdings of \$30.7 million.

Recommendation

That Council receives and notes the Financial Report for the period ended 31 December 2025 (**Attachment 1**).

Attachments

- 1  Quarterly Finance Report December 2025

Discussion

1. Council adopted the 2025-2026 Budget in May 2025.
2. The quarterly financial report compares actual performance with budget expectations at the end of the first quarter.
3. Operating results exclude non-operating items such as capital works and investments, which are detailed separately.

12. Officers' reports

CM.001/26 December Quarter Financial Report

Income statement

4. Council recorded a favourable YTD income variance of \$1.88 million (1.84%).

5. Key contributing factors are:

Category	Variance	Commentary
Non-recurrent grants	+\$930k	<p>New funding received from:</p> <ul style="list-style-type: none"> Department of Jobs, Precincts and Regions – \$376k. Cricket Victoria – \$27,000. <p>Additional funding received from:</p> <ul style="list-style-type: none"> Department of Energy, Environment and Climate Action – \$256k. Department of Infrastructure, Transport, Regional Development, Communications and the Arts – \$162k. Department of Government Services – \$80k.
Statutory fees & fines	+\$89k	Additional non-voter fines from election
Other revenue	+\$599k	Container deposit scheme refunds, Emergency Services Volunteer Fund administration support and reimbursement for weather events in January and September 2024.
Rates & Waste charge	+\$189k	Supplementary valuations

6. Total operating expenditure was slightly ahead of budget (\$76k or 0.16%).

7. Key contributing factors are:

Category	Variance	Commentary
Employee benefits	+\$593k	Vacancies, secondments and long service leave
External contracts	-\$481k	Agency staff, consulting support and leisure facilities expenditure.
Other expenditure	-\$93k	Emergency Service Levy and electoral costs.
Financial year projects	-\$48k	Expenditure associated with unbudgeted grant funded programs.

12. Officers' reports**CM.001/26 December Quarter Financial Report**

Balance sheet

8. At 31 December 2025:

- Total assets: \$1.132 billion
- Total liabilities: \$55.37 million
- Net assets: \$1.076 billion.

9. This strong position reflects Council's substantial infrastructure base and prudent debt management.

Statement of cash flows

10. The statement of cash flows reports cash holdings including term deposits of \$30.7 million at quarter-end (down \$7.9 million since 30 June 2025), mainly due to timing of rates receipts and capital expenditure.

11. \$24.7 million is currently held in term deposit investments as detailed on page 9 of **Attachment 1**, with the balance held in the general account for operational purposes.

Capital works

12. The capital works report detailing YTD spend by asset class is detailed on page 8 of **Attachment 1**.

13. YTD capital expenditure is \$14.79 million (5.69% ahead of budget). Key projects include:

- Hurstbridge Community Shed
- Eltham Lower Park Pavilion improvements
- Research Preschool extension
- Diamond Creek Dog Park upgrade
- Eltham Bowls Club LED lighting
- Youngs Road upgrade, in Yarrambat
- Diamond Creek Outdoor Pool upgrades.

14. Recently completed projects include Youngs Road upgrade, Eltham North preschool improvements, Clarke Avenue drainage improvements and Graham Road drainage upgrade.

Related Council decisions

15. Council adopted the 2025-2026 Budget at the Council Meeting held on 27 May 2025.

Options

16. The detailed Financial Report for the period ended 31 December 2025 is provided in **Attachment 1**. This report is an analysis of Council's financial performance and financial position as at 31 December 2025. The report also includes an analysis of budget variances.

12. Officers' reports

CM.001/26 December Quarter Financial Report

Council plans and policies

17. This report directly supports the achievement of the Council Plan 2025-2029 strategy:
- Strengthen financial sustainability to support long-term service delivery and community infrastructure.

Access, Equity and Inclusion

18. A Gender Impact Assessment has been conducted on the budget process and Gender Responsive Budgeting principles continue to be applied through budget development and review.

Sustainability implications

19. Council's financial sustainability is informed by the indicators set by the Victorian Auditor General's Office (VAGO). These indicators comprise of both short term and longer term measures. This is monitored through the annual external audit and presented to the Audit and Risk Committee.
20. The quarterly financial statements are used as an ongoing mechanism to monitor Council's financial position during the year.

Community engagement

21. The budget was put on public exhibition prior to its adoption by the Council in May 2025.

Innovation and continuous improvement

22. Not applicable.

Collaboration

23. Not applicable.

Budget considerations

24. This is a standard reporting item to Council, the associated costs for which are included in the current budget.

Relevant law

25. The following is relevant to this report:
- *Local Government Act 2020*, section 101 Financial Management Principles.
 - *Local Government Act 2020*, section 97 Quarterly Budget Report
 - Australian Account Standards.

Regional, state and national plans and policies

26. Not applicable.

Conflicts of interest

27. 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.

12. Officers' reports**CM.002/26 Council Plan Quarterly Performance Report - Q2, 2025-2026**

Distribution: Public**Manager: Jeremy Livingston, Director Culture and Performance****Author: James Hartigan, Business Performance Analyst****Summary**

The purpose of this report is to present the Council Plan Quarterly Performance Report for noting. These reporting updates are received by Council on a quarterly basis to exhibit in a practicable and tangible way how the Council Plan 2025-2029 is being delivered to the community.

The Council Plan Quarterly Performance Report provides the first update on delivery progress and performance of the 2025-2026 Annual Action Plan actions, which align to delivery of the first year of the Council Plan 2025-2029.

Of the 55 actions in the 2025-2026 Annual Action Plan, 35 actions are reported on a quarterly basis, with the remainder reported at the end of the financial year. Of the 35 quarterly reporting actions, 33 actions are 'on track' for completion and two actions are experiencing minor issues (**Attachment 1**).

The overall position reflected in the report suggests that Council has made a solid start in commencing delivery on key actions of the Council Plan and significant outcomes for the community.

Recommendation

That Council receives and notes the Council Plan Quarterly Performance Report for the second quarter of 2025-2026.

Attachments

1.  Council Plan Quarterly Performance Report - Q2, 2025-2026

Discussion

1. The Council Plan 2025-2029 was developed throughout 2025 and adopted by Council at the September 2025 Council Meeting. The Council Plan 2025-2029 has four high-level strategic themes:
 - Inclusive living & participation – We support and empower our diverse community by reducing barriers, strengthening connections, and creating a welcoming environment where everyone feels respected, included, and able to participate fully in community life.
 - Liveable & connected communities – We create vibrant, inclusive neighbourhoods and rural townships through thoughtful planning, improved walking and transport links, diverse housing options, quality open spaces, and community infrastructure that reflect the needs of our community all while protecting Nillumbik's Green Wedge and unique character.

12. Officers' reports

CM.002/26 Council Plan Quarterly Performance Report - Q2, 2025-2026

- Sustainable futures & healthy environments – We lead with practical, local action to reduce the environmental and financial impacts of climate change, grow and protect our tree canopy, cut waste, and support a thriving natural environment for current and future generations.
 - Responsible governance & community leadership – We strengthen governance and community leadership to ensure transparent, inclusive decision-making processes that engage all residents, build trust, and create sustainable solutions for Nillumbik's future.
2. The Annual Action Plan 2025-2026, also adopted by Council at September 2025 Council Meeting, contains 55 actions contributing to delivery of the Council Plan within the corresponding financial year. Of the 55 actions in the 2025-2026 Annual Action Plan, 35 actions are reported on a quarterly basis, with the remainder reported at the end of the financial year.

Priority actions

3. **Attachment 1** provides a summary of the progress on the 35 quarterly actions in the 2025-2026 Annual Action Plan. Of the 35 actions, 33 actions are 'on track' and two actions are experiencing minor issues.
4. The two actions experiencing minor issues are:
- Development of the Housing Strategy, which is on hold pending State Government legislation review and planning reform changes; and
 - Progress Planning Scheme Amendments for the Diamond Creek and Eltham Activity Centre Structure Plans, which is awaiting advice from the Minister for Planning.
5. Some of the key activities and deliverables achieved during the second quarter of 2025-2026 included:
- a) Accessibility audits and assessments have been completed for 58 parks, identifying six parks that provide full accessibility across all assessed amenities. Remaining parks will be prioritised based on the extent of works required, with this prioritisation informing future planning and staging of accessibility improvements;
 - b) Progressing Council's Reflect Reconciliation Action Plan (RAP) toward final endorsement from Reconciliation Australia, while strengthening shared understanding and readiness for implementation. Council officers met with Reconciliation Australia to discuss their feedback in detail and confirm the updates made to the Reflect RAP, ensuring alignment with national reconciliation standards and expectations;
 - c) Implementation of the Nillumbik Health and Wellbeing Plan 2025-2029 continued delivering inclusion and wellbeing outcomes across all six priority areas. A highlight was the Shire-wide 16 Days of Activism against Gender-based Violence campaign in partnership with community organisations, sector agencies and internal teams, including packing Share the Dignity bags, distributing books that explored gender equality and respect to playgroup families, and funding seven community-led primary prevention initiatives;

12. Officers' reports**CM.002/26 Council Plan Quarterly Performance Report - Q2, 2025-2026**

- d) Continued preliminary scoping of work to determine the feasibility of a “Parks Alive” program in Nillumbik, including benchmarking against similar models (e.g. Manningham Council’s Parks Alive program), as well as discussions within Council to explore possible alignment with existing programs and activation frameworks;
- e) An officer research paper was presented to Councillors in December 2025, informing that virtual fencing was generally not scientifically supported to reduce wildlife strike incidents. It was agreed to investigate alternative technology options and to develop a community communications campaign to improve driver awareness;
- f) Traffic and pedestrian safety audits have been completed at all primary and secondary schools within the Shire. A priority list of schools has been developed, with next steps through the next two quarters to convert this priority list into a capital works program;
- g) The Road Safety Strategy has progressed significantly during this quarter, with the draft document and accompanying action plan now developed and undergoing review by relevant subject matter expert officers to ensure alignment with best practice and strategic priorities;
- h) Implementation of actions in Council’s Biodiversity Strategy 2024-2034 continued, including completion of the field work component of the roadside habitat conservation values assessment project, engaging a consultant to undertake 1,200 km of roadside habitat assessments across the Shire, and wrapping up the three month Spring Outdoors program in collaboration with Manningham and Banyule Councils, with a range of events across nature engagement, cultural values and sustainable living;
- i) Development of the Housing Strategy remains on hold, pending State Government Planning and Environment Act Review and planning reform changes. Further progress is expected in the next quarter;
- j) Over 800 participants took part in the Street Team program, which sees a range of group fitness classes delivered to people living in the rural areas of Nillumbik; in line with the Recreation and Leisure Strategy 2022-2030 – Priority 1: Increasing Participation and usage of facilities and open spaces;
- k) Progress on delivery of funded capital works projects during the quarter includes 46.4% of programmed works completed and 68.1% of programmed capital budget committed. Major projects completed in this quarter included the Diamond Creek Outdoor Pool improvements; and Eltham North Preschool upgrades;
- l) Implementation of Council’s Climate Action Plan continued, with highlights including notification that our \$2.5 million federal grant application to electrify the Eltham Leisure Centre was successful; and hosting the Community Bushfire Expo to support having a climate resilient, adaptive and safe community;
- m) Continued implementation of the newly endorsed Advocacy Framework and Action Plan to guide Council’s efforts in securing funding and influencing legislative reform; and

12. Officers' reports**CM.002/26 Council Plan Quarterly Performance Report - Q2, 2025-2026**

- n) All Emergency Management Plans are due for review by 30 June 2026. Council has initiated the review of several plans including:
- Municipal Emergency Management Plan (MEMP);
 - Municipal Fire Management Plan (MFMP);
 - Heat Health; and
 - Relief and Recovery.

Overall status

6. Although still very early in the delivery of the Council Plan, the overall position reflected in the report suggests that Council has made solid start in commencing delivery on key actions of the Council Plan and significant outcomes for the community.
7. Reporting updates will continue to be received by Council on a quarterly basis that demonstrates in a practicable and tangible way how the Council Plan 2025-2029 is being delivered to the community.

Related Council decisions

8. The Council Plan 2025-2029 was adopted by Council at the September 2025 Council Meeting, along with the accompanying 2025-2026 Annual Action Plan which identifies the first-year deliverables of the four-year Council Plan.

Options

9. This report is for noting.

Council plans and policies

10. This report directly supports the achievement of the Council Plan 2025-2029 strategy:
- Make transparent, well-informed decisions that prioritise the community's best interests through practising good governance.

Access, Equity and Inclusion

11. An Equity Impact Assessment has not been completed for this report. However, actions developed in the Performance Report best reflect the principles outlined in the Access, Equity and Inclusion Policy where applicable.

Sustainability implications

12. One of the four themes of the Council Plan focuses on Sustainable futures and healthy environments, identifying sustainability as a key focus area for Council across the duration of this Council Plan.

Community engagement

13. Through the Nillumbik Now and Beyond community engagement program that occurred in February and March 2025, feedback was received which helped inform the development of the Council Plan 2025-2029. A randomly selected Community Panel was convened in May 2025 which also deliberated on content which informed the development of the Council Plan. The plan's development and refinement process was also supported by a series of workshops with Councillors.

12. Officers' reports

CM.002/26 Council Plan Quarterly Performance Report - Q2, 2025-2026

14. The Council Plan was subject to a public consultation process in June and July in 2025, with refinements made following the receipt of submissions. The Council Plan was subsequently adopted by Council in September 2025.

Innovation and continuous improvement

15. Not applicable.

Collaboration

16. Not applicable.

Budget considerations

17. This report is part of Council's monitoring of the Council Plan 2025-2029. The resources for the monitoring and the preparation of this report are accommodated within the existing operational budget.

Relevant law

18. Not applicable.

Regional, state and national plans and policies

19. Not applicable.

Conflicts of interest

20. Officers who have been involved in the preparation of this report declare that they do not have a conflict of interest in the subject matter of this report.

12. Officers' reports

CM.002/26 Council Plan Quarterly Performance Report - Q2, 2025-2026

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12. Officers' reports**CM.003/26 Health and Wellbeing Plan Quarterly Performance Report**

Distribution: Public**Manager:** Nichole Johnson, Acting Director Communities**Author:** Yasmin Green, Coordinator Youth, Social Planning and Equity**Summary**

The purpose of this report is to present the Quarter 1 and Quarter 2 Health and Wellbeing Plan 2025-2029 Quarterly Performance Report (**Attachment 1**) for noting. The Report provides the first progress update on the delivery of the Year One Action Plan 2025-2026 and outlines key achievements across the first two quarters.


The Year One Action Plan 2025-2026 includes 32 actions. Of these, all actions are currently on track for completion at the end of Quarter 4.

Overall, the report demonstrates a strong commencement to the implementation of the Health and Wellbeing Plan, with positive outcomes and meaningful benefits already emerging in the community.

Recommendation

That Council receives and notes the Health and Wellbeing Plan Quarterly Performance Report for Quarter 1 and Quarter 2 for 2025-2026.

Attachments

- 1 Quarter 1 and Quarter 2 Health and Wellbeing Plan 2025-2029 Quarterly
 Performance Report

Discussion

1. The Health and Wellbeing Plan 2025-2029 was adopted by Council at the 30 September 2025 Council meeting and serves as Council's key strategic framework, outlining the priorities that Council will address to support the community to achieve optimal health and wellbeing.
2. The Year One Action Plan 2025-2026 outlines the priority actions Council will deliver in the first year to progress the priorities identified in the Health and Wellbeing Plan.
3. The Health and Wellbeing Plan has six priority areas:
 1. Improving mental wellbeing and social connection
 2. Preventing discrimination and violence
 3. Increasing active living
 4. Improving food systems
 5. Reducing harm from alcohol, drugs, vaping, tobacco, and gambling
 6. Advocating for and improving access to services, facilities and housing.

12. Officers' reports**CM.003/26 Health and Wellbeing Plan Quarterly Performance Report**

4. **Attachment 1** provides a summary of the progress on the 32 actions in the Year One Action Plan 2025-2026. All actions are on track for completion at the end of Quarter 4.

Key highlights

5. Key activities and deliverables achieved during Quarter 1 and Quarter 2 include:
- a) Council delivered significant accessibility upgrades across reserves, trails and play spaces, improving inclusive play, adding new access paths, and enhancing connections and parking to support safer, more inclusive community use.
 - b) The Ageing Well team and Edendale Community Farm successfully delivered the NEST Program in partnership with OzHarvest, equipping older residents with practical cooking skills, healthier eating habits and meaningful social connection, resulting in significant improvements in confidence and nutrition.
 - c) Council coordinated the 16 Days of Activism campaign with local partners, delivering community events, grants and awareness initiatives to raise awareness of gender-based violence, with campaign messages shared widely across Early Years services and Council platforms.
 - d) The Early Years team recorded increased participation in Early Start Kindergarten, with 23 children accessing the program in 2025. These families are facing barriers to access or identified as Aboriginal and Torres Strait Islander.
 - e) Council successfully delivered the 2025 Nillumbik Leaders Program, building the skills, confidence and civic participation of 13 emerging leaders from diverse and underrepresented communities, with participants reporting significant personal growth and strengthened leadership capability.
 - f) In partnership with other local governments and peak bodies, Council undertook advocacy relating to the Victorian Carded Play Trial and Electronic Gaming Machine application project.
 - g) Ongoing successful delivery of the Street Team program, providing group fitness opportunities directly within Nillumbik's rural communities, with over 1,500 participants.
 - h) Officers have developed a program of works to improve road safety via a funding grant from the State Government. The works include minor intersection upgrades and new pedestrian crossings.
 - i) Nillumbik's first Changing Places facility was officially opened, featuring Australia's first collaboratively created public artwork on a Changing Places building.
 - j) Council adopted key planning reforms, including the Eltham Major Activity Centre amendment and the Nillumbik Planning Scheme Review, enabling housing growth in well-serviced areas while strengthening strategic planning and neighbourhood character outcomes.

12. Officers' reports

CM.003/26 Health and Wellbeing Plan Quarterly Performance Report

Overall status

6. Although it is still very early in the delivery of the Health and Wellbeing Plan, the report demonstrates a strong commencement to the implementation of the Health and Wellbeing Plan and Year One Action Plan 2025-2026, with positive outcomes and meaningful benefits already emerging in the community.
7. Quarterly updates will continue to be provided to Council to outline progress against the Health and Wellbeing Plan and Annual Action Plan.

Related Council decisions

8. The Health and Wellbeing Plan 2025-2029 was adopted by Council at the September 2025 Council Meeting, along with the accompanying Year One Action Plan 2025-2026, which identifies the first-year deliverables of the four-year Health and Wellbeing Plan.

Options

9. Council notes this report and **Attachment 1** which provides a summary of the progress.

Council plans and policies

10. This report directly supports the achievement of the Council Plan 2025-2029 strategy:
 - Address the social determinants of health by supporting initiatives that promote safe housing, education, community connection and food environments.
 - In partnership with local organisations, agencies and service providers, deliver coordinated health and wellbeing outcomes.
 - Address the social determinants of health by supporting initiatives that promote safe housing, education, community connection and food environments.

Access, Equity and Inclusion

11. The development of the Health and Wellbeing Plan has been guided by the principles outlined in Council's Access, Equity and Inclusion Policy.
12. An equity, disability inclusion, ageing, and gender lens has been applied to both the Health and Wellbeing Plan and the Year One Action Plan.
13. As the Plan is delivered, officers will assess actions and conduct Equity Impact Assessments where appropriate to ensure the actions are fair, inclusive and reflect the needs of the community in line with the *Gender Equality Act 2020*.

Sustainability implications

14. The Health and Wellbeing Plan supports Council to act in the best interests of the community by promoting social, environmental and economic sustainability.
15. The Health and Wellbeing Plan will guide decision-making that is realistic and achievable within available resources, ensuring sustainable outcomes over the longer term.

12. Officers' reports**CM.003/26 Health and Wellbeing Plan Quarterly Performance Report**

Community engagement

16. Through the Nillumbik Now and Beyond community engagement program in February and March 2025, Council sought broad community input to inform the development of the Plan. Engagement included surveys, pop-up sessions across the Shire, workshops, targeted outreach activities, a partnership forum and input from advisory committees, to capture diverse perspectives and experiences. Together with input from Councillors, these processes ensured the Health and Wellbeing Plan was shaped by a wide range of community voices, sector expertise, and local priorities.
17. The Health and Wellbeing Plan was subject to a public consultation process in July 2025, with refinements made following the receipt of submissions. The Health and Wellbeing Plan was subsequently adopted by Council in September 2025.

Innovation and continuous improvement

18. Opportunities for innovation and continuous improvement have been identified through the development of the Health and Wellbeing Plan and the Year One Action Plan 2025-2026, which include:
 - a) Alignment of reporting timelines with the Council Plan 2025-2029
 - b) Improved integration between strategic documents
 - c) Enhanced integration of work between teams and community partners
 - d) Enhanced engagement processes.
19. Further opportunities are expected to emerge during implementation of the Plan with a focus on strengthening integration across teams, fostering collaboration with external partners, and delivering improved outcomes for the community.

Collaboration

20. Partnerships and collaboration were central to the development of the Plan and Year One Action Plan 2025-2026 and will remain critical to their implementation.
21. Council will continue to work closely with other levels of government, partner agencies, the Health and Wellbeing Advisory Committee and the community to deliver strategies and actions.

Budget considerations

22. The Plan is a high-level strategic document and does not make specific budget commitments. Annual Action Plans will set out the specific actions Council will deliver each financial year to progress the objectives and strategies of each plan.
23. Where gaps exist in resources or new opportunities for initiatives are presented, additional budget or grant funding opportunities may be sought.

12. Officers' reports

CM.003/26 Health and Wellbeing Plan Quarterly Performance Report

Relevant law

- 24. *Public Health and Wellbeing Act 2008*
- 25. *Local Government Act 2020*
- 26. *Gender Equality Act 2020*
- 27. *Disability Act 2006*
- 28. *Climate Change Act 2017*

Regional, state and national plans and policies

- 29. Victorian Public Health and Wellbeing Plan 2023–2027

Conflicts of interest

- 30. 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.

12. Officers' reports

CM.003/26 Health and Wellbeing Plan Quarterly Performance Report

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12. Officers' reports

CM.004/26 Local Government Performance Framework - Mid-year Performance Report - January 2026

Distribution: **Public**

Manager: **Jeremy Livingston, Director Culture and Performance**

Author: **James Hartigan, Business Performance Analyst**

Summary

The Local Government Performance Reporting Framework (LGPRF) is a mandatory reporting system introduced by the State Government in 2014 to ensure all Victorian councils are measuring and reporting on their performance in a consistent way.

The purpose of this report is to present (for noting) the LGPRF mid-year service performance results for the 2025-2026 financial year.

The report measures Council's current performance against the expected range (based on the LGPRF guidelines set by the State Government) as well as comparing Council's current performance against similar councils.

This is the seventh time Council is completing a mid-year progress update on the LGPRF indicators, with the aim of the report to provide more frequent and current data to better monitor and more proactively address any issues or trends identified with Council's performance.

The mid-year results indicate that Council is performing well against the LGPRF, with 93% of indicators measuring either within or exceeding the expected range based on Local Government Victoria guidelines. Also, 76% of indicators are measuring better performance results than similar councils.

Recommendation

That Council notes the Local Government Performance Reporting Framework (LGPRF) service performance results for the period from July to December 2025 (**Attachment 1**).

Attachments

1.  Local Government Performance Framework - Mid-year Performance Report - January 2026

Discussion

1. The Local Government Performance Reporting Framework (LGPRF) is a mandatory reporting system introduced by the State Government in 2014 to ensure all Victorian councils are measuring and reporting on their performance in a consistent way.
2. The LGPRF is comprised of service performance, financial performance and sustainability measures, along with a governance and management checklist.
3. Key objectives of the LGPRF include councils having information to support strategic decision making and continuous improvement, and communities having information about Council performance and productivity.

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CM.004/26 Local Government Performance Framework - Mid-year Performance Report - January 2026

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4. Results for the LGPRF measures are reported in Council's Annual Report each year. These financial year results are also publicly released on the Local Government Victoria page (Know Your Council) on the Department of Government Services website, which provides information on the sector and enables users to benchmark the relative performance of all or similar councils.

Summary of results

5. **Attachment 1** demonstrates that Council is performing well against the LGPRF, with 93% of indicators measuring either within, or exceeding, the expected range based on Local Government Victoria guidelines. Also, 76% of indicators are measuring better than similar councils.
6. For benchmarking purposes, results are compared to those of 'similar councils' recorded in the Local Government Victoria 'Know Your Council' website. Similar councils are those based in the northern or interface area surrounding Nillumbik, including Hume, Whittlesea and Yarra Ranges.
7. Results are also recorded against the 'expected range', as per the LGPRF guidelines, as to where results are expected to occur for each measure.
8. Key results identified from the mid-year data include:
- Animal management – time taken to action requests is 2 days, better than for other similar councils (2.4 days), and 54.7% of animals were reclaimed from Council during the period, a significantly better result than similar councils (39.9%);
 - Aquatic facilities – visitation numbers in 2025-2026 to date are strong, with visits per person higher than in similar councils. Costs are also significantly lower compared to similar councils, with an increase in health and wellbeing memberships and increased casual attendance and stadium bookings;
 - Food safety – 100% of required food safety assessments were undertaken, while the time taken to action food complaints remained at 1 day, a full day ahead of similar councils. All indicators for food safety are within the expected range;
 - Governance – all indicators are within the expected range and performing better than similar councils;
 - Libraries – library collection usage dropped below similar councils (3.38 items compared to 5.7) due to seasonal fluctuations, while the proportion of library resources less than 5 years old is increasing over time and significantly higher than similar councils. There has also been a steady increase in membership in Yarra Plenty Regional Libraries (YPRL) in recent periods;
 - Maternal and Child Health – Participation in the maternal and child health service has declined since the previous results. This has been attributed to parents returning to work earlier in the first year following birth;

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- Roads – approximately 77% of local sealed roads are currently maintained within condition standards. This result varies depending on the frequency of road audits undertaken (currently every four years), the rate of deterioration of the road pavements between audits and the amount and type of road resealing required based on the audit findings;
 - Statutory planning – the time taken to decide statutory planning applications (64 days) is below similar councils (72.5 days), while applications decided within required timeframes decreased and is now below similar councils (60.96% compared to 69.70%). Costs have remained steady and remain significantly below similar councils; and
 - Waste collection – missed bins are down compared to the previous results, and also well down compared to similar councils. Waste diversion has held steady compared to recent results and is well above the results for similar councils.
9. Council is exceeding the expected range for the following measures – waste diverted from landfill (higher), and active library members (higher).
10. Council is measuring below the expected range in *Library visits per head of population* and *Physical library collection usage* (both due to seasonal variations associated with the festive season and reduced opening hours in December 2025), as well as *Participation in the MCH service* (primarily due to parents returning to work earlier following birth, attributed to cost of living pressures) and *Sealed local roads maintained to condition standards* (see explanation above).
11. The 2025-2026 mid-year results are relatively stable and consistent when compared to previous years, and also against the 2024-2025 financial year results.

Related Council decisions

12. Not applicable.

Options

13. The report is for noting.

Council plans and policies

14. This report directly supports the achievement of the Council Plan 2025-2029 strategy:
- Use data and evidence to drive innovative decision-making and identify future opportunities.

Access, Equity and Inclusion

15. An Equity Impact Assessment has not been completed for this report. However, indicators measured in the report best reflect the principles outlined in the Access, Equity and Inclusion Policy where applicable.

Sustainability implications

16. Not applicable.

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Community engagement

17. Annual results of Council's performance against the LGPRF measures are currently reported on the Local Government Victoria page on the Department of Government Services website, in addition to Council's Annual Report.

Innovation and continuous improvement

18. The primary aim of the mid-year data collection is to provide more frequent and current data to better monitor and address any issues or trends. The report measures Council's current performance against the expected range (based on LGPRF guidelines set by State Government) as well as comparing Council's current performance against similar councils.

Collaboration

19. Not applicable.

Budget considerations

20. This report is part of Council's reporting obligations against the State Government's Local Government Performance Reporting Framework (LGPRF). Resources for the monitoring and preparation of this report are provided in existing operational budgets.

Relevant law

21. Not applicable.

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.

12. Officers' reports**CM.005/26 Nillumbik Shire Council motions to the Australian Local Government Association - National General Assembly**

Distribution: Public**Manager: Blaga Naumoski, Director Governance, Communications and Community Safety****Author: Michele Purtle, Manager Advocacy Communications and Engagement****Summary**

The Australian Local Government Association (ALGA) National General Assembly (NGA) provides the opportunity for Councils throughout Australia to contribute to the development of national local government policy and receive updates on the major policy issues facing the local government sector.

The NGA will be held in Canberra from 23-25 June 2026, featuring the theme *Stronger Together: Resilient. Productive. United*. The Assembly is a major event and typically attracts more than 600 Mayors, Councillors and senior officers from across Australia.

The NGA is an opportunity for individual councils to identify matters of national relevance to the sector, influence the future direction of their Council and community, and to submit notices of motion to seek support for these matters to be considered by the NGA as national policy.

Motions must be submitted no later than 27 February 2026.

Motions that are carried by the NGA become resolutions, which are then considered by the ALGA Board when setting national local government policy, while also feeding into the Australian Council of Local Government processes. Each of the three motions submitted by Nillumbik at last year's NGA was passed by delegates and became resolutions.

This report seeks endorsement of the Nillumbik Shire Council - Motions to be put forward to the ALGA NGA in June 2026.

Recommendation

That Council:


1. Endorses three motions to the upcoming ALGA National General Assembly, to be held in Canberra from 23-25 June 2026. The motions are:
 - a) The Australian Local Government Association calls on the Australian Government to increase grant funding and investment of infrastructure to support the delivery of their National Feral Deer Action Plan 2023 which aims to limit the spread of feral deer into new areas and reduce their negative impacts on agriculture, communities and the environment.
 - b) The Australian Local Government Association calls on the Australian Government to collaborate with state and local governments to develop clear guidance, reporting criteria, and implementation timelines to support local governments in meeting forthcoming national climate-related reporting obligations.

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CM.005/26 Nillumbik Shire Council motions to the Australian Local Government Association - National General Assembly

- c) The Australian Local Government Association calls on the Australian Government to strengthen the national emissions reduction framework by introducing an economy wide carbon pricing mechanism and to dedicate a transparent share of carbon pricing revenue to a Local Government Net Zero Fund.
2. Submits all motions to ALGA no later than 27 February 2026.
3. Resolves to move the June 2026 Council Meeting date from 23 June to 30 June.

Attachments

- 1  2026 ALGA National General Assembly Discussion Paper

Discussion

1. The Australian Local Government Association (ALGA) is the peak body for local governments in Australia and plays a key role in advocating to the Federal Government on a variety of issues of concern to Australia's local government sector.
2. Submitting motions to the ALGA National General Assembly (NGA) is consistent with Council's practice of advocating on behalf of the community.
3. The theme for the 2025 NGA, *Stronger Together: Resilient. Productive. United.* highlights the unique role Australia's 537 councils can play in delivering local, place-based solutions that meet the needs of their communities, while addressing broader national priorities.
4. It is important to note that the NGA will focus debate on motions that address how councils can work in partnership with the Australian Government in particular, to meet the current and future needs of local communities.
5. The ALGA Secretariat has prepared a short discussion paper (**Attachment 1**) to assist Councils in identifying motions that address the theme 'National Priorities Need Local Solutions' and to provide guidance to ensure notices of motion address this theme.
6. The discussion paper explores data that identifies critical areas local government needs to consider now and into the future.
7. To be eligible for inclusion in the NGA Business Papers, and subsequent debate on the floor of the NGA, motions must meet the following criteria:
 - Submit a new motion that has not been debated at an NGA in the preceding two years as found in previous business papers on the ALGA website.
 - Ensure your motion is relevant to the work of local government across the nation, not focused on a specific location or region, unless the project has national implications.
 - Align your motion with the policy objectives of your state and territory local government association.

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- Propose a clear action and outcome on a single issue, calling on the Australian Government to take action. Motions covering more than one issue will not be accepted.
- Ensure the motion does not seek to advantage one or a few councils at the expense of others.
- Avoid being prescriptive in directing how the matter should be pursued. Be relevant to the work of local government nationally.

Related Council decisions

8. Not Applicable.

Options

9. The ALGA Board is calling for motions, presenting an opportunity to gain peak local government body support for advocacy to the Federal Government.
10. Officers are proposing three motions be considered for submission to the ALGA Board. The first being a motion that was approved but not discussed last year (so therefore eligible again this year) and two new motions in line with actions in our Council Plan.

Category: EnvironmentMotion 1

The Australian Local Government Association calls on the Australian Government to increase grant funding and investment of infrastructure to support the delivery of their National Feral Deer Action Plan 2023 which aims to limit the spread of feral deer into new areas and reduce their negative impacts on agriculture, communities and the environment.

National objective and background:

The introduction of a commonwealth feral deer control grant program would support the delivery of the National Feral Deer Action Plan 2023. Further investment into the infrastructure upgrades and procurement chains could turn feral deer carcasses into a commodity with sufficient commercial value to fund widespread control.

Deer are rapidly increasing in population and extent across Australia. This needs to be halted. Deer destroy ground and mid-story vegetation, destroy habitat for native fauna; destroy saplings and damage mature trees; and damage waterways with hard hooves and wallowing, causing erosion and reducing water quality. They also cause agricultural, indigenous heritage and road safety impacts.

More intensive and ongoing landscape-scale deer control is necessary to protect Australia's native biodiversity.

There is an opportunity to for the Australian Government to partner with local government to increase on-ground control efforts; and should explore opportunities to make deer control commercially viable and self-sustaining in the long-term.

12. Officers' reports**CM.005/26 Nillumbik Shire Council motions to the Australian Local Government Association - National General Assembly**

Category: Climate change and renewable energyMotion 2

That the Australian Local Government Association calls on the Australian Government to collaborate with state and local governments to develop clear guidance, reporting criteria, and implementation timelines to support local governments in meeting forthcoming national climate-related reporting obligations.

National objective and background:

The Australian Government has introduced new legislative requirements intended to improve transparency around climate-related risks, impacts, and opportunities across commonwealth entities. While a suite of national guidance materials has been released to assist corporate and commonwealth organisations in preparing climate-related reporting, none are tailored to the specific functions, responsibilities, or capacities of Local Government Authorities (LGAs).

As a result, Victorian LGAs currently lack clarity on the reporting expectations that will apply to them. It remains uncertain whether local governments will be required to meet the same reporting standards as private sector entities, align with state-level public sector requirements, or operate under a dedicated framework designed specifically for LGAs. This uncertainty limits the ability of councils to plan, resource, and prepare for compliance.

Category: Climate change and renewable energyMotion 3

That the Australian Local Government Association calls on the Australian Government to strengthen the national emissions reduction framework by introducing an economy wide carbon pricing mechanism and to dedicate a transparent share of carbon pricing revenue to a Local Government Net Zero Fund.

National objective and background:

Building on last year's ALGA motions for national fund to support local government to reach carbon neutrality, a carbon pricing mechanism would impose a levy on the nation's big carbon producing businesses to help fund the cost of reducing carbon emissions at a local level.

The fund would provide formula-based funding for Council led emissions reductions projects such as pool electrification, fleet electrification, energy efficient buildings and street lighting and support moves for the community to electrify homes including heating, cooling and cooking.

Council plans and policies

11. This report directly supports the achievement of the Council Plan 2025-2029 strategy:

- Proactively advocate to all levels of government and key stakeholders to secure investment and support for community-prioritised projects.

Access, Equity and Inclusion

12. Not applicable.

12. Officers' reports

CM.005/26 Nillumbik Shire Council motions to the Australian Local Government Association - National General Assembly

Sustainability implications

- 13. The motions being proposed for Nillumbik have the potential to achieve impactful results for the Nillumbik community and the broader Australian community.
- 14. While the motions will have direct result in environmental and climate change improvements, addressing environmental and climate change impacts will lead to long term improvements to the social and economic environment too.

Community engagement

- 15. Not applicable.

Innovation and continuous improvement

- 16. The proposed motions may represent continuous improvement opportunities by pursuing solutions to issues that have been identified as important to local communities.

Collaboration

- 17. The proposed motions have been prepared after discussion with ELT and relevant teams and in line with our advocacy framework and priorities.

Budget considerations

- 18. Funds are available within the relevant operating budget to enable councillors to attend the National General Assembly of Local Government.
- 19. The cost of attendance at the 2026 ALGA National General Assembly in Canberra for delegates including registration, flights and accommodation (minimum three nights) is accommodated through Council operating budget. Travel is to be undertaken in accordance with the Councillors Expense Policy.

Relevant law

- 20. Not applicable.

Regional, state and national plans and policies

- 21. The National General Assembly of Local Government is an important opportunity for Council to influence the national policy agenda.

Conflicts of interest

- 22. 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.

12. Officers' reports

CM.005/26 Nillumbik Shire Council motions to the Australian Local Government Association - National General Assembly

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12. Officers' reports**CM.006/26 Hurstbridge Dog Park Upgrade - Final Design Endorsement**

Distribution: Public**Manager: Derek Rotter, Chief Operating Officer****Author: Stewart Broussard, Manager Recreation and Leisure****Summary**

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

Recommendation

That Council:

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

Attachments

1.  Hurstbridge Dog Park Concept Plan (Final)

Discussion

1. The Hurstbridge Dog Park, located at 14 Arthurs Creek Road, Hurstbridge, is a well-utilised and highly valued community asset, regularly frequented by local dog owners and their pets.
2. Council has secured grant funding through the Department of Energy, Environment and Climate Action's (DEECA) New and Upgraded Dog Parks Program (Round 2) to support upgrade works at the park.
3. The grant program guidelines require Council to make a financial co-contribution to the project
4. The project aims to enhance this key community space to improve usability, safety, and accessibility.
5. A draft concept plan was developed to address key issues raised by existing users, based on informal discussions and feedback received during the planning stage of the project.
6. This concept plan was tested with the wider community through a comprehensive community consultation process.
7. The results of the consultation have guided the development of the final concept plan (**Attachment 1**).

12. Officers' reports

CM.006/26 Hurstbridge Dog Park Upgrade - Final Design Endorsement

Related Council decisions

8. At the Planning and Consultation Committee meeting on 14 October 2025, the Committee (acting under delegation from Council) resolved to:
 - a. Note the submissions received in relation to the Hurstbridge Dog Park Upgrade project draft concept plan.
 - b. Thanked the submitters for providing Council with feedback on this important project.
 - c. Consider the comments contained in the submissions.
 - d. Authorised officers to finalise the concept plan and seek endorsement from Council at a future Council Meeting.

Options

9. Endorse the final concept plan (**Attachment 1**) for the purpose of appointing a contractor to deliver works.

Council plans and policies

10. This report directly supports the achievement of the Council Plan 2025-2029 strategy:
 - Plan, maintain, and improve open spaces, streetscapes, playgrounds, dog parks and public places to enhance safety, accessibility, amenity and opportunities for physical activity and social connection.

Access, Equity and Inclusion

11. An Equity Impact Assessment has been completed and is reviewed at key stages of the design process to ensure the project outcomes are inclusive, user-friendly, and responsive to the diverse needs of the community, regardless of gender.
12. An accredited access consultant will be engaged to review the final concept plan. Recommendations will be considered during the design development phase, alongside best practice standards, park safety, and risk management.

Sustainability implications

13. This project supports social sustainability by providing a safe and inclusive space for community connection and engagement.
14. Wherever possible, recycled and sustainable construction materials will be used in the proposed upgrade works

Community engagement

15. Community consultation on the draft concept plan was undertaken from 18 August 2025 to 14 September 2025.
16. Community members were invited to speak to their feedback at the Planning and Consultation Committee Meeting on 14 October 2025, however there were no speakers for this item.
17. Feedback received through the consultation survey, direct emails, and informal drop-in sessions has been incorporated into the final concept plan (**Attachment 1**).

12. Officers' reports

CM.006/26 Hurstbridge Dog Park Upgrade - Final Design Endorsement

18. The following changes reflect how community input has shaped the final design:
- a) Strong support for dedicated activity areas in Zone 1 and Zone 2, with preferred activities being:
 - Zone 1: Agility equipment area
 - Zone 2: Dog-friendly planting and landscaped area
 - b) The Zone 2 activity area has been relocated to the outside of the concrete path, along the fence line, to avoid encroaching on the open space area
 - c) Removal of the proposed USB chargers under shelters
 - d) Extension of external gravel path to support direct access to the passive dog area from both north and south ends of the dog park.
19. The following features of the draft concept plan were strongly supported and have been included in the final concept plan:
- a) Inclusion of passive dog area and proposed location
 - b) Inclusion of shelters in each area
 - c) Proposed quantity and location of bench seats
 - d) Inclusion of low impact/low spill solar lighting at entry points, under shelters and inside the dog park.
20. A consistent theme throughout the consultation period was the importance of maintaining a natural design that reflects Hurstbridge's character and focuses on core community needs, rather than over-developing the site. This key design priority will be embedded in the detailed design specifications.

Innovation and continuous improvement

21. The final concept plan incorporates learnings from similar projects and addresses maintenance challenges—such as water pooling and wear and tear of grassed areas—through targeted landscaping and surface drainage improvements.

Collaboration

22. Benchmarking was recently conducted, assessing features—including accessibility—across 35 dog parks within 16 Local Government Areas.
23. The concept design incorporates feedback and insights drawn from previous projects, informed by a range of internal stakeholders including the Parks & Open Space, Waste Management, and Infrastructure Design teams.

Budget considerations

24. Council has secured grant funding through the Department of Energy, Environment and Climate Action's (DEECA) New and Upgraded Dog Parks Program (Round 2) to support upgrade works at the park. In accordance with the grant program guidelines, Council is required to provide a financial co-contribution to the project.
25. Council had previously received a grant through Round 1 of the same program for Diamond Creek Dog Park; however, this was a directly funded project and did not require a Council contribution.

12. Officers' reports

CM.006/26 Hurstbridge Dog Park Upgrade - Final Design Endorsement

Relevant law

26. The project site is within an area of cultural significance. In accordance with the *Aboriginal Heritage Act 2006 (Vic)* and the *Aboriginal Heritage Regulations 2018 (Vic)*, a Due Diligence Assessment has been undertaken by a Heritage Consultant. The assessment has determined that a mandatory Cultural Heritage Management Plan (CHMP) is not required for the proposed works at this site.

Regional, state and national plans and policies

27. Not applicable.

Conflicts of interest

28. 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.

12. Officers' reports**CM.007/26 Naming proposal for Reserve in John Street, Eltham**

Distribution: Public**Manager: Blaga Naumoski, Director Governance, Communications and Community Safety****Author: Natalie Campion, Coordinator Property****Summary**

Council has received a request from a local resident (Naming Proponent) to name a small reserve (pocket park) at the end of their street (John Street, Eltham), 'Gordon Ford Reserve' as shown on **Attachment 1**.

The park area at present does not have a registered name with the Registrar of Geographic Names – Vicnames.

The name has been proposed after Gordon Ford, a resident of John Street, Eltham who passed away in 1999. Gordon Ford was a respected Landscape Architect who was passionate about Australian natural-bush landscape. Please see **Attachment 3** - Synopsis by the naming applicant.

The Reserve is already known by locals as Gordon Ford Reserve and named 'Gordon Ford Memorial Park' on google maps. Council and residents have completed works at this Reserve in honour of Gordon Ford since 2021, including a memorial on a seat in honour of Gordon Ford, landscaping and planting. Residents continue improvement works such as plantings in the Reserve.

This report is seeking to commence a public consultation process on the proposed name as required under section 7 of the Naming rules for places in Victoria – 2022 (Naming Rules) and Council's Community Engagement Policy as outlined in **Attachment 2**.

Recommendation




That Council:

1. Endorses the commencement of the public consultation process as outlined in **Attachment 2** on the proposed naming of the Reserve, located at the eastern end of John Street in Eltham to 'Gordon Ford Reserve' as shown on the plan in **Attachment 1** as required under Section 7 of the Naming Rules for Places in Victoria – 2022 (Naming Rules) and Council's Community Engagement Policy.
2. Requests all residents and businesses abutting the Reserve be formally advised of the proposal to name the Reserve 'Gordon Ford Reserve'.
3. Invites public submissions on the naming proposal for the Reserve in John Street, Eltham between Friday 27 February to Sunday 29 March 2026.

12. Officers' reports

CM.007/26 Naming proposal for Reserve in John Street, Eltham

Attachments

- 1  Plan of Reserve
- 2  Community Consultation Overview
- 3  Supporting material

Discussion

1. In 2021, Council resolved to discontinue the eastern end of John Street in Eltham, shown in **Diagram 1** below and retain the resultant land for public park and recreation, including pedestrian access.
2. Following this Council resolution, part of the land was subject to an adverse possession claim by the adjoining landowner of 86 John Street, Eltham pursuant to Section 60 of the *Transfer of Land Act 1958*.
3. Council resolved in July 2021, to rezone the remaining land shown in **Diagram 2** from the Neighbourhood Residential Zone to the Public Park and Recreation Zone.
4. Since then, the land has now been formally rezoned to Public Park and Recreation Zone.
5. The local community aim was to develop John Street road discontinuance portion of land to reflect the landscaping style of Gordon Ford who lived close by in John Street, and who was an influential landscape architect in the neighbourhood, the Shire and well beyond.
6. Council officers met with the local community group of John Street in July 2021 and agreed with locals that the land could be landscaped with the careful placement of basalt outcrops, gentle swales and planting of local indigenous/native plants, and a strategically placed seat with a brass plaque in honour of Gordon Ford. These works were undertaken by an agreed Contractor who had intimate knowledge of the landscaping work of Gordon Ford.
7. Council and the residents have completed these works at this Reserve in honour of Gordon Ford since 2021, and the locals have continued planting works within the Reserve.

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CM.007/26 Naming proposal for Reserve in John Street, Eltham

8. Seat in Reserve with plaque in honour of Gordon Ford.



9. It was also discussed at this meeting between local residents and officers that the name of the Reserve would be 'Gordon Ford Reserve', which the Ford family and community can be proud of as a tribute to Gordon Ford.
10. The naming applicant completed a large amount of work in 2022 including community consultation and seeking the relevant approvals from Eltham District Historical Society, Gordon Ford's family member and local residents.
11. The naming applicant received local support in 2022 to name the Reserve 'Gordon Ford Reserve', as it was agreed and supported that:
- a. Gordon Ford was worthy of this naming honour, as his work reflects an important portion of local cultural heritage;
 - b. Gordon Ford is highly relevant to the local area; and
 - c. Gordon Ford is a person held in strong regard by the local community.
12. The naming proposal did not proceed at the time as Officers advised that they preferred to review the existing outdated Place Naming Policy before considering naming of the Reserve.
13. Although Council's Policy is outdated and will be reviewed this year, this naming proposal can still be considered by Council subject to complying with the Naming rules for places in Victoria – 2022 and Council's Community Engagement Policy, dated December 2025.

12. Officers' reports

CM.007/26 Naming proposal for Reserve in John Street, Eltham

14. The Naming Proponent has provided the following to Council to support the naming proposal (**Attachment 3**):
- The book Gordon Ford – cover page
 - The book Gordon Ford
 - A short synopsis of Gordon Ford (adapted by Naming Applicant) from other sources for this Naming purpose, and EDHS publication.
 - Letter of support for the Name "Gordon Ford Reserve" from Eltham District Historical Society, June 2022.
 - Letter of support for the Name "Gordon Ford Reserve" from Eltham Community Action Group, July 2022.
15. The Naming Proponent has also provided evidence of support from Gordon Ford's daughter to name the Reserve in honour of her father.
16. The State Government is currently running a campaign called 'Remember a Local'. All Victorians are invited to nominate someone who has made a significant contribution in their community to be considered for commemoration in a new place name.
17. **Geographic Names Victoria – Naming Principals:**

General Questions			
If proposing a new name or to change a name, does the proposal conform to the principles in Section 2? Refer to principles below.			
	Yes	No	NA*
Principle A - Ensuring public safety	X	<input type="checkbox"/>	<input type="checkbox"/>
Principle B - Recognising the public interest	X	<input type="checkbox"/>	<input type="checkbox"/>
Principle C - Linking the name to place	X	<input type="checkbox"/>	<input type="checkbox"/>
Principle D - Ensuring names are not duplicated – full name not duplicated	X	<input type="checkbox"/>	<input type="checkbox"/>
Principle E - Recognition and use of Traditional Owner languages	<input type="checkbox"/>	<input type="checkbox"/>	X
Principle F - Names must not discriminate or be offensive	X	<input type="checkbox"/>	<input type="checkbox"/>
Principle G - Gender equality – refer to point 25 to 30 of this Report.	<input type="checkbox"/>	X	<input type="checkbox"/>
Principle H - Dual names	<input type="checkbox"/>	<input type="checkbox"/>	X
Principle I - Using commemorative names	X	<input type="checkbox"/>	<input type="checkbox"/>
Principle J - Using commercial and business names	<input type="checkbox"/>	<input type="checkbox"/>	X
Principle K - Language	X	<input type="checkbox"/>	<input type="checkbox"/>
Principle L - Directional names to be avoided	X	<input type="checkbox"/>	<input type="checkbox"/>

CM.007/26 Naming proposal for Reserve in John Street, Eltham

18. Geographic Names Victoria have provided 'in principal support' to the naming proposal, although there are some minor name duplications within the 15km radius. GNV in this instance has agreed that Eltham can be part of a 5km duplication area given it's grown and become more built up.
19. This would mean that there are no duplications with the name Gordon Ford Reserve and GNV support it, however it is prudent to keep in mind there are all those duplications in nearby areas which still create a slight risk. Those with the closest proximity include Gordon and Sheila Ferguson Park in Hurstbridge and Gordons Road Reserve in South Morang.

20. On 23 March 2021, Council resolved pursuant to section 206 and clause 3 of Schedule 10 of the *Local Government Act 1989* (Act), that two road reserves located at the eastern end of Bridge Street in Eltham and the eastern end of John Street in Eltham (Refer to **Diagram 1**) (Roads) be discontinued and taken into Council ownership for public park and recreation, including pedestrian access.

DENOTES SECTION OF ROAD
 TO BE DISCONTINUED
 (REMAINS OPEN TO PEDESTRIANS)

SCALE:
 4 0 4 8
 METRES

No.81
 JOHN STREET

No.83
 JOHN STREET

No.91
 JOHN STREET

COMMON
 PROPERTY
 WALKWAY ON
 SP.23797U

90°00'

89°56'
 4.84

56°28'
 12.02

20.95

JOHN STREET

ROAD R-1 LP.111947

ROAD R-1 LP.111947 186m²

179°20'
 10.08

179°15'

No.3/163
 PITT STREET

No.86
 JOHN STREET

269°56'
 35.98

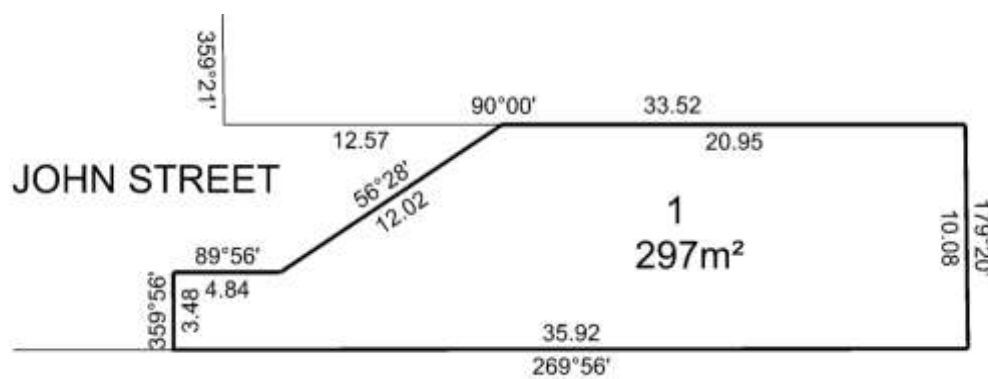
179°20'
 5.18

12. Officers' reports

CM.007/26 Naming proposal for Reserve in John Street, Eltham

21. At the 24 August 2021, Council meeting, Council considered Planning Scheme Amendment C126nill which was running parallel with the road discontinuance process to facilitate rezoning of the land from the Neighbourhood Residential Zone to the Public Park and Recreation Zone in acknowledgement of the future open space function of the area.
22. Council resolved to amend the mapping for Amendment C126nill to reflect the road discontinuance mapping (refer **Diagram 2** below), thereby removing that area of land subject to recent adverse possession from the amendment area and adopt the Amendment C126nill to the Nillumbik Planning Scheme and submit it to the Minister for Planning for approval and gazettal.

Diagram 2.



Options

23. That Council undertake a public consultation process on the proposed name as required under section 7 of the Naming rules for places in Victoria – 2022 (Naming Rules) and Council's Community Engagement Policy.

Council plans and policies

24. This report directly supports the achievement of the Council Plan 2025-2029 strategy:
- Make transparent, well-informed decisions that prioritise the community's best interests through practising good governance.

Access, Equity and Inclusion

25. The Naming Rules includes naming principles and relevant statutory requirements which must be used to ensure names are enduring and there is no ambiguity, confusion, error or discrimination caused by the naming.
26. The Naming Rules include Principle G - Gender equality, which states 'Gender equality in the naming of roads, features and localities is encouraged. When developing a naming proposal consideration should be given to gender equality'.
27. Although the Naming Proposal is not Traditional Owner language or Gender Equality (recognition of a woman or trans and gender diverse person) the name is significant in remembering a local of John Street, Eltham. Please refer to the Naming Principals above.

12. Officers' reports**CM.007/26 Naming proposal for Reserve in John Street, Eltham**

- 28. The place naming proposal is not seen to have a 'direct and significant' impact on the public and therefore does not require application of a Gender Impact Assessment under the *Gender Equality Act 2020*.
- 29. The proposal does not take into consideration the principles of Traditional Owner name or language recognition, or application of a gendered lens, and as such is not seen to progress equity in place naming.
- 30. Where possible Officers will provide the opportunity to consider alternatives to a naming proposal that progresses equity, either through Traditional Owner recognition or recognition of a woman or gender diverse person of significance.

Sustainability implications

- 31. Not applicable.

Community engagement

- 32. The local resident (naming applicant) completed a large amount of work back in 2022 including community consultation and seeking the relevant approvals from the Local Historical Society, Gordon Ford's family member and local residents.
- 33. Council as the Naming Authority must undertake a public consultation process on the proposed name as required under section 7 of the Naming rules for places in Victoria – 2022 (Naming Rules).
- 34. Section 7.1 of the Naming Rules include that consultation with the immediate and/or extended community must be a minimum of 30 days, though may be longer.
- 35. This report seeks Council endorsement to commence a community consultation process as outlined in **Attachment 2** to seek the views of the Nillumbik community and other relevant stakeholders on the place name 'Gordon Ford Reserve'.
- 36. The proposed community consultation overview in **Attachment 2** also complies with Council's Community Engagement Policy.

Innovation and continuous improvement

- 37. The Naming Rules - Statutory requirements for naming roads, features and localities, was reviewed and update to fulfil Geographic Names Victoria's requirement under the *Geographic Place Names Act 1998* section 6 to review the 'guidelines' once every five years.
- 38. The Naming Rules were developed following consultation with municipal councils, government departments and emergency response and public service providers.
- 39. The Naming Rules focus on and support Traditional Owner languages and commemorative naming of places after women.
- 40. Council as a statutory naming authority must comply with the Naming Rules, which includes naming principles.

12. Officers' reports

CM.007/26 Naming proposal for Reserve in John Street, Eltham

Collaboration

41. Internal consultation has occurred with Governance, Community Partnerships, Gender Equity, Social Planning and Equity, Infrastructure, Traffic and Transport, Environment and Sustainability, Recreation and Leisure, Strategic Planning, and Spatial IT Business Analyst, Rates, and Asset teams on the proposed name 'Gordon Ford' and all relevant teams supported the name proposal for the Reserve.

Budget considerations

42. All costs associated with the naming proposal and community consultation process have been accounted for in the Governance and Property Department operational budget.
43. Recreation and Leisure will manage the delivery of a new sign, but the budget sits with Capital Works. Signage is approximately \$5-6,000 including installation.

Relevant law

44. The Naming rules for places in Victoria 2022, statutory requirements for naming roads, features and localities are commonly referred to as the Naming Rules.
45. The Naming Rules uphold the guidelines in the *Geographic Place Names Act 1998*. They are mandatory for naming authorities in Victoria.

Regional, state and national plans and policies

46. Not applicable.

Conflicts of interest

47. 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.

12. Officers' reports**CM.008/26 Mays Road and Kapili Way, Eltham - Special Charge Scheme**

Distribution: Public**Manager: Derek Rotter, Chief Operating Officer****Author: Steven Blight, Manager Capital and Infrastructure****Summary**

On 26 September 2022, Council received a petition by property owners to seal part of Mays Road (Sweeneys Lane to Kapili Way) and all of Kapili Way in Eltham, with costs recovered via the implementation of a Special Charge Scheme.

Council officers prepared a concept design and cost estimate for the Mays Road and Kapili Way Scheme. The estimated cost of the works is between \$290,000 and \$348,600.

On 9 September 2025, a formal questionnaire and cost apportionment were sent to property owners to determine their level of support for a Special Charge Scheme for Mays Road and Kapili Way. The level of support was 43 percent (6 of the 14 property owners), which is below the 60 percent threshold to proceed.

As most of the support was from property owners on Kapili Way, Council officers prepared a concept design and cost estimate for a Special Charge Scheme for Kapili Way only. The estimated cost of the works is between \$211,000 and \$253,200.

On 2 December 2025, a formal questionnaire and cost apportionment were sent to property owners on Kapili Way to determine their level of support for a Special Charge Scheme for Kapili Way. The level of support was 57 percent (4 of the 7 property owners).



As the level of support for both proposed Schemes is below the 60 percent threshold, it is recommended that Council abandons the proposed Schemes and places any further investigation of the Schemes on a three-year moratorium.

Recommendation

That Council:

1. Abandons further investigation into the Special Charge Scheme for both Mays Road and Kapili Way in Eltham.
2. Abandons further investigation into the Special Charge Scheme for Kapili Way in Eltham.
3. Places any further investigation for both Schemes on a three-year moratorium, commencing 24 February 2026.
4. Notes that Officers will advise affected property owners of Council's resolution.

Attachments

- 1  Mays Road and Kapili Way Scheme Area
- 2  Kapili Way Scheme Area

12. Officers' reports

CM.008/26 Mays Road and Kapili Way, Eltham - Special Charge Scheme

Discussion

1. On 26 September 2022, Council received a petition signed by property owners of Mays Road (Sweeneys Lane to Kapili Way) and Kapili Way in Eltham requesting that Council investigate road sealing by a Special Charge Scheme.
2. The proposed Special Charge Scheme area for Mays Road and Kapili Way is shown in **Attachment 1**. The Scheme area connects to the existing sealed section of Sweeneys Lane.
3. An initial questionnaire was sent to all property owners in the Mays Road and Kapili Way scheme area on 5 May 2023 to establish their level of support to seal the road via a Special Charge Scheme.
4. The initial questionnaire results demonstrated sufficient level of support to proceed with further investigation (refer table below).

	Construction	No Change	Total
Votes	8	5	13
Percentage	62%	38%	100%

5. Council officers held an information session with property owners on 25 October 2023 to explain the Special Charge Scheme process and discuss design issues.
6. Council officers prepared a concept design and cost estimate for the Mays Road and Kapili Way Special Charge Scheme. The estimated cost of the works is between \$290,000 and \$348,600.
7. On 9 September 2025 a formal questionnaire and cost apportionment were sent to all property owners in the Mays Road and Kapili Way scheme area.
8. The results of the formal questionnaire for the Mays Road and Kapili Way Special Charge Scheme are shown in the table below. The level of support was 43%, which is below the 60% threshold to proceed.

	Construction	No Change	Total
Votes	6	8	14
Percentage	43%	57%	100%

9. As most of the support was from property owners on Kapili Way, Council officers prepared a concept design and cost estimate for a Special Charge Scheme for Kapili Way only.
10. The sealing of the entire length of a no-through road without connection to a sealed road is permitted under Council's Special Rate and Special Charge Policy and Guidelines (June 2024).
11. The proposed Special Charge Scheme area for Kapili Way is shown in **Attachment 2**.

12. Officers' reports**CM.008/26 Mays Road and Kapili Way, Eltham - Special Charge Scheme**

12. Council officers prepared a concept design and cost estimate for the Kapili Way Special Charge Scheme. The estimated cost of the works is between \$211,000 and \$253,200.
13. On 2 December 2025, a formal questionnaire and cost apportionment were sent to property owners on Kapili Way to determine their level of support for sealing Kapili Way only.
14. Council officers held a meeting with property owners from Kapili Way on 28 January 2026 to discuss sealing of Kapili Way, the Special Charge Scheme process and design and cost issues.
15. The results of the formal questionnaire for the Kapili Way Special Charge Scheme are shown in the table below. The level of support was 57%, which is just below the 60% threshold to proceed.

	Construction	No Change	Total
Votes	4	3	7
Percentage	57%	43%	100%

16. Section 2.7 of Council's Special Rate and Special Charge Policy and Guidelines (June 2024) allows for Council to proceed with a Scheme with less than 60% support where there is reasonable justification. Factors to be considered in relation to the Scheme for Kapili Way only are as follows:
- The level of support of 57% (4 out of 7 properties) is only just below the 60% threshold. The level of support represents a majority which satisfies the requirement under Section 163B(6) of the Local Government Act 1989 for declaration of a Scheme.
 - The unsealed condition of Kapili Way has resulted in ongoing amenity and health concerns for abutting properties. Council officers have received two reported health related complaints associated with dust from the road.
 - Sealing of Kapili Way would provide environmental benefits, as it would reduce sediment and gravel runoff and improve the health of the nearby creek.
 - The cost of the Scheme to property owners is relatively high due to the low number of properties involved. Six of the seven property owners would be required to pay in the order of \$27,000 to \$51,000 each, with the seventh property owner paying much less. Given the high cost it seems unreasonable to proceed with a Scheme that has less than the desired minimum of 60% support.
17. As the level of support for both proposed schemes is below the 60 percent threshold, it is recommended that Council abandons the Schemes and places any further investigation of the Schemes on a three-year moratorium.

Related Council decisions

18. Not applicable.

12. Officers' reports

CM.008/26 Mays Road and Kapili Way, Eltham - Special Charge Scheme

Options

19. The options available to Council are:

- Option 1 - Abandon further investigation into the Mays Road and Kapili Way Special Charge Scheme (43% support) and Kapili Way Special Charge Scheme (57% support) as recommended in this report.
- Option 2 - Abandon further investigation into the Mays Road and Kapili Way Special Charge Scheme (43% support) and proceed with development of the Kapili Way Special Charge Scheme (57% support) given that the majority of property owners support the Kapili Way Special Charge Scheme.

Council plans and policies

20. This report directly supports the achievement of the Council Plan 2025-2029 strategy:

- Improve local road infrastructure to meet community needs while respecting neighbourhood character.

Access, Equity and Inclusion

21. Not applicable.

Sustainability implications

22. Council is committed to using environmentally sustainable materials where available and appropriate.

Community engagement

23. Consultation has been undertaken in accordance with Council's Special Rate and Special Charge Policy and Guidelines (June 2024).

Innovation and continuous improvement

24. Not applicable.

Collaboration

25. Not applicable.

Budget considerations

26. All Council's internal costs associated with the investigation of the Scheme are accommodated within existing operational budgets.

27. All external costs would be borne by the abutting property owners if the Scheme proceeded.

Relevant law

28. The 'Special Charge Scheme' legislation under Section 163 of the *Local Government Act 1989* (the Act).

Regional, state and national plans and policies

29. Not applicable.

12. Officers' reports

CM.008/26 Mays Road and Kapili Way, Eltham - Special Charge Scheme

Conflicts of interest

30. 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

12. Officers' reports

CM.008/26 Mays Road and Kapili Way, Eltham - Special Charge Scheme

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12. Officers' reports

CM.009/26 Draft Terms of Reference and proposed EOI process for the Living & Learning Advisory Committee.

Distribution: Public

Manager: Nichole Johnson, Acting Director Communities

Author: Hilary Duns-McKay, Learning and Engagement Coordinator

Summary

The Living & Learning Nillumbik Advisory Committee (the Committee) provides a formal mechanism for Council to consult with key stakeholders, seek specialist advice and enable community participation in supporting lifelong learning, social connection and build skills and wellbeing across the Living & Learning Nillumbik network.

Revised Terms of Reference, (**Attachment 1**) together with the proposed process to renew the Committee, are presented to Council for consideration.

Recommendation

That Council:

1. Endorses the revised Terms of Reference (ToR) for the Living & Learning Nillumbik Advisory Committee (**Attachment 1**).
2. Endorses the commencement of the Expression of Interest process for membership of the Living & Learning Nillumbik Advisory Committee, to run from 3 March to 31 March 2026.
3. Notes that the recommended 2026 membership appointments for the Living & Learning Nillumbik Advisory Committee will be presented for Council consideration at the 26 May 2026 Council Meeting.

Attachments

- 1  Living & Learning Advisory Committee Terms of Reference Draft 2026

Discussion

1. The Committee provides Councillors with a clear and structured mechanism to receive informed community advice on Living & Learning Nillumbik priorities and service directions.
2. The Committee is advisory only and does not hold decision-making, governance or operational responsibilities, which remain with Council.
3. The Committee complements existing consultation and engagement processes, strengthening community input without duplication.
4. Advice from the Committee will support evidence-based decision-making and early identification of emerging community needs and opportunities.
5. Membership will be established through a transparent expression-of-interest process to ensure balanced representation and appropriate skills.

12. Officers' reports**CM.009/26 Draft Terms of Reference and proposed EOI process for the Living & Learning Advisory Committee.**

6. Quarterly meetings, aligned with school terms, will support effective engagement while minimising administrative burden.

Related Council decisions

7. At the 5 November 2025 Officer Briefings of Councillor meeting, Council agreed to continue with the Living & Learning Advisory Committee and requested officers proceed with the recruitment process for a new Advisory Committee.

Options

8. That Council the proposed TOR (**Attachment 1**) as recommended by Officers.
9. Subject to Council's endorsement of the ToR, Officers propose the following Expression of Interest (EOI) process and dates:

Process	Timeline	Notes
L&LN Expressions of Interest (Eoi) sought	March 3 – March 31 2026	Promotion via multiple engagement channels including: <ul style="list-style-type: none"> • Online: via L&LN and Council's website and social media platforms and both eNews • Nillumbik News Autumn 2026 • Community Connect Network and other existing networks • L&LN course guide • Promotional collateral to include video, flyers and posters • Word of mouth, phone calls, emails
EOI Assessment	From the 31 March onwards	Time required for assessment panel/report approvals process.
Councillor briefing on outcome of EOI process	5 May 2026	
Council Meeting for endorsement of new committee: 'Living & Learning Advisory Committee – 2026 Membership endorsement'	26 May 2026	
New committee commencement (first meeting)	June 2026	Induction and welcome

12. Officers' reports

CM.009/26 Draft Terms of Reference and proposed EOI process for the Living & Learning Advisory Committee.

Council plans and policies

10. This report directly supports the achievement of the Council Plan 2025-2029 strategy:
- Support lifelong learning through accessible community programs, libraries and neighbourhood houses to enhance social connection, build skills and support mental wellbeing across all life stages.

Access, Equity and Inclusion

11. The Advisory Committee Policy was reviewed in August 2024 with Gender Impact, Access, Equity and Inclusion priorities considered and incorporated.
12. The Advisory Committee EOI template and assessment template were developed in January 2024, and a Gender Impact Assessment was carried out to ensure equity and inclusion priorities were considered and incorporated.

Sustainability implications

13. Not applicable.

Community engagement

14. Not applicable.

Innovation and continuous improvement

15. Not applicable.

Collaboration

16. Not applicable.

Budget considerations

17. There are no budget implications associated with the matters within this report.

Relevant law

18. Not Applicable.

Regional, state and national plans and policies

19. Not Applicable.

Conflicts of interest

20. 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.

12. Officers' reports

CM.009/26 Draft Terms of Reference and proposed EOI process for the Living & Learning Advisory Committee.

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12. Officers' reports**CM.010/26 Environment and Sustainability Advisory Committee (ESAC) - Renew Terms of Reference**

Distribution: Public**Manager: Frank Vassilacos, Director Planning, Environment and Strategy****Author: Amanda Kern, Manager Strategic Planning, Transport and Environment****Summary**

The current 2024-2026 term of Council's Environment and Sustainability Advisory Committee (ESAC) is nearing completion.

This report provides an overview of the remit and work of the current ESAC, makes recommendations for minor edits to the Terms of Reference, and recommends that a recruitment process to appoint a new committee for the 2026-2028 period be undertaken.

During its current term, ESAC has contributed to, or considered, a wide range of matters, including Urban Tree Canopy Strategy, Domestic Animal Management Plan and cat curfew, platypus projects, sustainable transport, wildlife vehicle strikes, community carbon emissions, Municipal Public Health and Wellbeing Plan, Climate Action Plan and Biodiversity Strategy development and implementation.


The last meeting of the current committee will be in April, and the first meeting of the new committee will be in July 2026.

Recommendation

That Council:

1. Acknowledges and thank members of the existing Environment and Sustainability Advisory Committee (ESAC) for their advice and practical contribution to environment and sustainability outcomes for the Shire over the term of the committee.
2. Endorses the revised Terms of Reference for the new ESAC (**Attachment 1**).
3. Approves the commencement for recruitment of a new ESAC committee, comprising an expression of interest and membership nomination period, to enable Council to approve a new ESAC committee for 2026-2028.
4. Instructs officers to report nominations to the Environment and Sustainability Advisory Committee to Council for endorsement.

Attachments

- 1  ESAC 2026-2028 Terms of Reference

12. Officers' reports**CM.010/26 Environment and Sustainability Advisory Committee (ESAC) - Renew Terms of Reference**

Discussion

1. Council's Environment and Sustainability Advisory Committee (ESAC) was created in November 2016, replacing the former Environment Advisory Committee.
2. As the two-year term of the current 2024-26 committee will cease shortly, this report considers the valuable work of that committee and recommends minor updates to the Terms of Reference for the next committee.

Current ESAC (2024-2026)

3. The current committee was appointed by Council in June 2024. It meets five times per annum (except during Council election period).
4. The committee comprises 14 members:
 - a. Up to 11 members representing the community.
 - b. One representative from the Nillumbik Youth Council; and
 - c. Two Councillor representatives (Chair and alternate).
5. During its term, there has been one resignation.
6. The final meeting of the current committee will be in April 2026.
7. Its current Terms of Reference (TOR) were endorsed by Council on 27 February 2024.
8. As per those TOR, the objectives of the current committee have been to:
 - a. Provide feedback and advice to Council on environment and sustainability matters, including biodiversity and land management, and climate action.
 - b. Consider and provide advice to Council on the development and implementation of policies, plans and services that impact environment and sustainability.
 - c. Consider and provide advice on key Government initiatives, programs and reviews.
 - d. Represent the views and news of environment and sustainability stakeholder groups within Nillumbik.
 - e. Assist Council to communicate, consult and engage more effectively with the broader Nillumbik community.
 - f. Strengthen partnerships with residents, community groups and services in Nillumbik.
 - g. Contribute to a cycle of continually assessing and improving Nillumbik's environment and sustainability programs.
9. During its current term, ESAC has contributed to, or considered, a wide range of matters, including Urban Tree Canopy Strategy, Domestic Animal Management Plan and cat curfew, platypus projects, sustainable transport, wildlife vehicle strikes, community carbon emissions, Municipal Public Health and Wellbeing Plan, Climate Action Plan and Biodiversity Strategy development and implementation.

12. Officers' reports**CM.010/26 Environment and Sustainability Advisory Committee (ESAC) - Renew Terms of Reference**

Minor updates to the TOR for the new ESAC (2026-2028)

10. The current ESAC TOR have been reviewed, and minor edits are recommended. A copy of the proposed updated TOR is provided in **Attachment 1**. Key proposed changes include:
 - a. Adding an objective to “Provide considered recommendations that support the delivery of Council’s Biodiversity Strategy, Urban Tree Canopy Strategy and Climate Action Plan”.
 - b. This addition replaces and broadens the existing objective to “contribute to a cycle of continually assessing and improving Nillumbik’s environment and sustainability programs”.
 - c. Meeting frequency – remains at five times per year with months altered to minimise larger gaps. February, April, July, September and November.
 - d. Specific reference added specifying that because ESAC membership includes a Youth Council representative, all members of ESAC are required to have a valid Working with Children Check.
11. It is proposed that the committee will continue to have up to 14 members, comprising:
 - a. Up to 11 members representing the community
 - b. One representative from the Nillumbik Youth Council
 - c. Two Councillor representatives (Chair and alternate).

Related Council Decisions

12. In February 2024, Council endorsed the current ESAC TOR which stipulates that they are due for review in February 2026.
13. In May 2024, Council endorsed the current ESAC membership.

Options

14. Consider the proposed revised terms of reference and the proposed community engagement Expressions of Interest process which will seek new committee members for the 2026-2028 ESAC term which will commence in June 2026.

Council plans and policies

15. This report directly supports the achievement of the Council Plan 2025-2029, primarily action 1e): *‘Enable community leadership through supported networks and committees (including Council’s Advisory Committees)’*.
16. It also supports ongoing implementation of three key environmental strategies - *Urban Tree Canopy Strategy 2024*, *Biodiversity Strategy 2024* and the *Climate Action Plan 2022*.

Access, Equity and Inclusion

17. Consideration of diverse representation is embedded in the committee membership selection process.

12. Officers' reports

CM.010/26 Environment and Sustainability Advisory Committee (ESAC) - Renew Terms of Reference

Sustainability implications

18. ESAC provides Council with advice on a wide range of environment and sustainability matters.

Community engagement

19. Community engagement will be undertaken via an expression of interest process to seek committee members for the next term of ESAC.
20. Direct notification will be sent to local environment and sustainability community groups, and broader promotion will occur via Council's e-news, website and social media during March 2026.

Innovation and continuous improvement

21. Operation of ESAC is a mechanism for Council to receive feedback to support innovation and continuous improvement on matters relating to environment and sustainability.

Budget implications

22. There are no significant costs associated with operating the Committee, other than operational costs of Council officer and Councillor time, catering and materials for the regular meetings. These are funded through the existing and approved Environment and Sustainability operational budget.

Relevant law

23. *Local Government Act 2020.*

Conflicts of interest

24. Officers involved in the preparation of this report declare that they do not have a conflict of interest in the subject matter of this report.

12. Officers' reports**CM.011/26 Lease and Loan Guarantor - North Eltham Wanderers Cricket Club**

Distribution: Public**Manager: Carl Cowie, Chief Executive Officer****Author: Derek Rotter, Chief Operating Officer****Stewart Broussard, Manager Recreation and Leisure****Summary**

North Eltham Wanderers Cricket Club (NEWCC) describes itself as a welcoming, family-friendly cricket club with over 295 male and female members across junior, male and female senior and veteran categories.

NEWCC uses multiple Council facilities, including three natural turf grounds and two pavilions, with a proposed year-round lease for Eltham North Pavilion.

NEWCC has agreed to settle the outstanding contribution to Council for the Pavilion Project of 2020 via a bank loan. In order for NEWCC to secure a bank loan, they require Council to act as a loan guarantor and be provided a lease.

Recommendation

That Council:

1. Acts as a loan guarantor for North Eltham Wanderers Cricket Club (NEWCC) to settle an outstanding contribution to Council for the Pavilion Project of 2020.
 - a) Provides a letter to the bank confirming Council's intention to guarantee a loan to NEWCC.
 - b) Affixes the common seal of Nillumbik Shire Council to the necessary loan guarantee documentation. (Officers will put this in the recommendation summary for the Council Report when we seek resolution).
 - c) Notes that any potential future redraw request must be endorsed through a Council resolution.
2. Executes a new lease agreement for its use of the Pavilion at Eltham North Reserve.

Attachments

1. North Eltham Wanderers Cricket Club - Financial Attachment - Confidential - *CONFIDENTIAL*
2. Agreement - North Eltham Wanderers Cricket Club - 8-32 Cedar Ave Eltham North - Exp 31 Oct 2034 - *CONFIDENTIAL*

12. Officers' reports

CM.011/26 Lease and Loan Guarantor - North Eltham Wanderers Cricket Club

Discussion

1. Club History

- a) Founded in 1981, North Eltham Wanderers Cricket Club (NEWCC) provides cricket opportunities for all ages and abilities, supporting a strong and diverse playing base.
- b) NEWCC currently has 30 female juniors, 120 male juniors, 30 female seniors, 100 male seniors, and 15 veterans, highlighting its commitment to participation across all demographics and competes in local competitions such as the Diamond Valley Cricket Association.

2. Use of Nillumbik Shire Council facilities

- a) NEWCC use the following facilities across the shire:
 - i) Three natural turf sports grounds (Eltham North Top Oval and Eltham North Adventure Playground Oval and Wattle Glen War Memorial Oval - Seasonal User Agreement Summer season).
 - ii) Eltham North Pavilion – Currently on a Seasonal User Agreement (Summer season – October to March). Proposed to move to a Lease Agreement (All year round).
 - iii) Wattle Glen War Memorial Pavilion - Seasonal User Agreement (Summer season – October to March).
- b) NEWCC use Eltham High School Oval on an ad hoc basis through casual hire agreements.

3. Proposed Agreement

- a) Lease agreement for pavilion
 - i) NEWCC has agreed to the proposed lease, as recorded in the minutes of a committee meeting.
 - ii) This includes the following key conditions:
 - (1) Length of term is 9.5 years.
 - (2) Permitted use is for cricket related activities and associated purposes in accordance with any applicable planning permit.
- b) Settling outstanding contribution
 - i) To be approved for a bank loan, NEWCC require;
 - (1) Council to act as a loan guarantor.
 - (2) Council to provide 9.5 year lease agreement.
 - ii) As per Council loan guarantee application process, NEWCC have provided;
 - (1) Signed and witness loan guarantee application form.
 - (2) Independently audited financial statements for previous 3 years.
 - (3) Cash flow projections for the guaranteed loan term.

12. Officers' reports

CM.011/26 Lease and Loan Guarantor - North Eltham Wanderers Cricket Club

- (4) Committee Meeting minutes that confirm;
 - (a) Committee approval to enter a loan to repay Nillumbik Shire Council.
 - (b) Committee approval to seek a bank guarantee from Nillumbik Shire Council.
 - (c) Committee approval to enter the final draft of the lease with Nillumbik Shire Council.
 - (d) Club vote supportive of entering a loan and lease with Nillumbik Shire Council.
- 4. Additional financial reporting requirements will be included in the lease agreement should Council agree to act as loan guarantor.

Related Council decisions

- 5. At the Council Meeting on 27 August 2019, Council agreed to act as loan guarantor for the North Eltham Wanderers Cricket Club to contribute to the redevelopment of the pavilion at Eltham North Reserve, on the proviso that the Club provides over the life of the loan:
 - a) Quarterly loan statements from the Bank to demonstrate that the loan repayment has been made as scheduled.
 - b) Annual cash flow reports and projections to ensure the Council is informed of any possible adverse financial projections.
 - c) Current Business Plan forecasting memberships, programs and services.
 - d) Affixes the common seal of Nillumbik Shire Council to the necessary loan guarantee documentation.

Options

- 6. Endorse Council acting as loan guarantor.
- 7. Endorse the proposed new lease agreement for pavilion and coordinate execution of the agreement by both Council and NEWCC.

Council plans and policies

- 8. This report directly supports the achievement of the Council Plan 2025-2029 strategy:
 - Strengthen financial sustainability to support long-term service delivery and community infrastructure.

Access, Equity and Inclusion

- 9. Not applicable.

Sustainability implications

- 10. Council considers the agreed contribution by NEWCC to be fair and reasonable and confirms that it has acted in good faith in reaching this agreement.

12. Officers' reports

CM.011/26 Lease and Loan Guarantor - North Eltham Wanderers Cricket Club

11. Council has also had regard to NEWCC's financial capacity and sustainability. It is satisfied that the agreed payment commitments do not place NEWCC's long-term viability at undue risk.

Community engagement

12. Not applicable.

Innovation and continuous improvement

13. Not applicable.

Collaboration

14. The lease was prepared in collaboration with multiple internal teams including property, finance and recreation and leisure.
15. Council officers have worked collaboratively with the Club on the new lease and the financial terms associated with payment of the pavilion.

Budget considerations

16. There is no direct impact on Council's annual budget.
17. The total of all Council loan guarantees is reflected in the annual report as a contingent liability to the extent of Councils' potential exposure.
18. Council will only guarantee a loan over Council's own asset.

Relevant law

19. Not applicable.

Regional, state and national plans and policies

20. Not applicable.

Conflicts of interest

21. 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.

12. Officers' reports**CM.012/26 Tender Report - Contract 2526-024 - Vendor Neutral Panel for Contingent Labour**

Distribution: Public**Manager: Jeremy Livingston, Director Culture and Performance****Author: Dimitra Barnes, Manager Human Resources**
Liann Filer, Senior Procurement Specialist**Summary**

This report recommends the awarding of contract 2526-024 for Provision of Temporary Labour Hire - Neutral Vendor Managed Services.

The contract term is for an initial period of 1 Year, with 3 x 1 year options to extend the contract and is sourced through an authorised agency agreement via Procurement Australia, which was established by a public tender process carried out in 2025. The total duration of the contract, including the exercise of any options, shall not exceed 4 years.

This is a business as usual contract and replaces an existing contract arrangement that was established by Procurement Australia in 2020.

The Tender Evaluation Panel (TEP) has assessed all submissions and this report provides a summary of their evaluation in recommending the awarding of the contract for 2526-024 for Provision of Temporary Labour Hire - Neutral Vendor Managed Services.

Pursuant to the Instrument of Delegation to the Chief Executive Officer, the value of this contract exceeds the specified financial limits and a Council resolution is therefore required to award the contract.

Recommendation

That Council:

1. Accepts the tender submitted by the **preferred tenderer** for the schedule of rates disclosed in (**Attachment 1**) and enter into the following contract:

Number: 2526-024

Title: Provision of Temporary Labour Hire – Neutral Vendor Managed Services

Term: 1 January 2026 to 31 December 2026

Options: Term extensions up to 2029
2. Authorises the Director Culture and Performance to finalise and execute the contract documentation.
3. Authorises the Director Culture and Performance to approve contract term extensions.
4. Makes public the decision regarding this contract but the Tender Evaluation Report (**Attachment 1**) remain confidential on the grounds specified in the definition of confidential information in section 3(1)(g) of the *Local Government Act 2020*.
5. Resolves that the preferred tenderer be named.

12. Officers' reports**CM.012/26 Tender Report - Contract 2526-024 - Vendor Neutral Panel for Contingent Labour**

Attachments

1. Tender Evaluation Report - Managed Services Provider for Contingent Labour - *CONFIDENTIAL*

Discussion

1. This is a business as usual contract and replaces an existing contract arrangement via public tender process undertaken by Procurement Australia in 2025.
2. The agency contract arrangement enables Nillumbik Shire Council to continue using the services of the current provider that was awarded the contract back in 2020, maintaining continuity of service provision for users.
3. Engaging the preferred tenderer for contingent labour enables Council to maintain strategic oversight and reporting capability of its agency spend and streamlines Council's procurement processes, reducing administration requirements.
4. Risks are mitigated through established, consistent vetting and screening practices, requiring agency providers to evidence probity checks (police, Working with Children, applicable licences and qualifications) prior to agency workers being engaged by Nillumbik.

Council plans and policies

5. This report directly supports the achievement of the Council Plan 2025-2029 strategy Responsive and efficient services:
 - Maintain a supportive and inclusive workplace that attracts and retains high-performing staff and strengthens accountability across the organisation.

Tender overview

The Tender Evaluation Panel (TEP) advises that:

6. Procurement Australia advertised the tender in the Herald Sun on Wednesday 30 July 2025.
7. The period for tender submissions closed at 3pm on Wednesday 27 August 2025.
8. Tenderers provided submissions to the following category: Category 1 Neutral Managed Service Provider (MSP):

TENDERER
Tenderer 1
Tenderer 2
Tenderer 3

12. Officers' reports

CM.012/26 Tender Report - Contract 2526-024 - Vendor Neutral Panel for Contingent Labour

9. Only tenders that were conforming and competitive were fully scored. Tender submissions that were evaluated as non-conforming or not sufficiently competitive were set aside from further evaluation.
10. The following Evaluation Criteria and Weightings were applied during the evaluation of the conforming and competitive tenders. These weightings were set and agreed to by the Tender Evaluation Panel Members prior to the issue of the tender.

Criteria	Weighting %
Technical (capability, customer service, corporate and social responsibility)	90
Price	10

11. The weightings reflect the relative importance of each element to this particular contract. They were determined as being most appropriate after considering numerous factors including (but not restricted to) the time, quality, risk and contract management requirements which were likely to have the most impact on the achievement of best value.
12. The Tender was evaluated by Procurement Australia.
13. The final evaluation outcome was as follows:

TENDERER	SCORE	RANK
Tenderer 1 (preferred)	423	1
Tenderer 2	327	2
Tenderer 3	368	3

14. The recommended tender was the highest ranked and is considered best value because:
- *Whilst Tenderer (2) has a similar national footprint to Tenderer (1), they do not have a proprietary Vendor Management System software service – instead relying on third party VMS solutions such as Workday and SAP. Tenderer (2) was unable to provide a response to this part of the Tender specification.*
 - *Tenderer (3) is a specialist provider of Health and Aged Care recruitment and staffing solutions only. Therefore, their MSP solution cannot fully cater for the local government sector.*
 - *Tenderer (1) MSP fee is 4.5% of the temporary spend through c.net (Tenderer (1)'s owned VMS which incorporates business intelligence (BI) functionality).*
15. **Attachment 1** - Tender Evaluation Summary Report – Confidential, provides the tenderer names and the Evaluation Scorecard Summary.
16. The Tender Evaluation Summary Report (**Attachment 1**) to remain confidential on the grounds specified in the definition of confidential information in section 3(1)(g) of the *Local Government Act 2020*.

12. Officers' reports

CM.012/26 Tender Report - Contract 2526-024 - Vendor Neutral Panel for Contingent Labour

Capacity

17. The highest ranked tenderer is the current provider to Council for the required services.

Capability

18. This was the only tenderer who met the requirements of the tender and required services.

Tender Interviews and Reference checks

19. Tender interviews, evaluations and reference checks were undertaken by Procurement Australia through their evaluation process.

Contingency and risks

20. Not applicable.

Collaboration

21. Not applicable.

Budget considerations

22. Temporary labour hire costs are planned for as part of Council's annual budget planning processes.

Sustainability implications

23. Not applicable.

Stakeholder Consultation/communication

24. Not applicable.

Innovation and continuous improvement

25. Not applicable.

Relevant law

26. Not applicable as tender process was run by Procurement Australia.

Regional, state and national plans and policies

27. Not applicable.

Conflicts of interest

28. Procurement Australia have processes in place to deal with any stated conflict of interest matters.

29. Beyond this, 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.

12. Officers' reports**CM.013/26 Informal Meetings of Councillors Records - 24 February 2026**

Distribution: **Public****Manager:** **Blaga Naumoski, Director Governance, Communications and
Community Safety****Author:** **Katia Croce, Manager Governance and Property****Summary**

In accordance with *Item 20 of Council's Governance Rule – Meeting Procedures*, adopted on 25 July 2023, Council is required to report as soon as practicable to a Council Meeting a record of each Informal Meeting of Councillors held.

This report lists Informal Meetings of Councillors Records submitted since the matter was last reported to Council on 9 December 2025.

An Informal Meeting of Councillors Record was kept for the following meetings (**Attachment 1**):

1. Youth Council Meeting held 1 December 2025;
2. Councillor Briefing held 2 December 2025;
3. Positive Ageing Advisory Committee Meeting held 5 December 2025;
4. Council Meeting Pre-Meet held 9 December 2025;
5. Recreation Trails Advisory Committee meeting held 10 December 2025;
6. Inclusion and Access Advisory Committee Meeting held 12 December 2025;
7. Councillor and Officer pre-meet regarding Budget Workshop held 27 January 2026;
8. Youth Council Meeting held 2 February 2026;
9. Councillor Briefing held 3 February 2026;
10. Councillor workshop day 1 held 5 February 2026;
11. Councillor workshop day 2 held 6 February 2026;
12. Strategic Risk Workshop held 10 February 2026; and
13. CEO Employment Matters Advisory Committee meeting held 10 February 2026.

Recommendation

That Council, in accordance with *Item 20 of Council's Governance Rule – Meeting Procedures*, receives the Informal Meetings of Councillors Records (**Attachment 1**) for the meetings held.

Attachments

- 1  Informal Meeting of Councillors Records 24 February 2026

12. Officers' reports

CM.013/26 Informal Meetings of Councillors Records - 24 February 2026

Discussion

1. *Item 20 of Council's Governance Rule – Meeting Procedures*, requires records of Informal Meetings of Councillors be reported to a Council Meeting and recorded in the minutes of that meeting.

Related Council decisions

2. Not applicable.

Options

3. An Informal Meetings of Councillors is defined in *Item 20 of the Governance Rule – Meeting Procedures*. It is a meeting at which matters are considered that are intended or likely to be the subject of a Council decision or the exercise of delegated authority and which is either of the following:
 - Planned or scheduled meeting that includes at least half the Councillors and at least one Council officer. These meetings do not include meetings of Councillors and Council staff that are not planned or scheduled.
 - Meeting of an Advisory Committee where at least one Councillor is present. An Advisory Committee is any committee established by the Council, other than a special committee, that provides advice to the Council or to a special committee or to a member of Council staff who has been delegated a power or duty or function of the Council.
4. A record must be kept of any Informal Meeting of Councillors and include the names of all Councillors and Council staff attending, the matters considered, disclosures of conflict of interest and whether a Councillor left the meeting after making a disclosure.
5. In accordance with *Item 20 of the Governance Rule – Meeting Procedures*, Council is required to report as soon as practicable to a Council Meeting, a record of any Informal Meetings of Councillors held.
6. The recommendation contains the list of Informal Meetings of Councillors records submitted since the matter was last reported to Council at the last Council Meeting.

Conclusion

7. It is recommended that Council receives the records of recent records of Informal Meetings of Councillors as contained in this report, fulfilling *Item 20 of the Governance Rule – Meeting Procedures*.

Council plans and policies

8. This report directly supports the achievement of the Council Plan 2025-2029 strategy:
 - Make transparent, well-informed decisions that prioritise the community's best interests through practising good governance

Access, Equity and Inclusion

9. A Gender Impact Assessment has not been completed for this report.

Sustainability implications

10. Not applicable.

12. Officers' reports

CM.013/26 Informal Meetings of Councillors Records - 24 February 2026

Community engagement

11. Not applicable.

Innovation and continuous improvement

12. Not applicable.

Collaboration

13. Not applicable.

Budget considerations

14. This is a routine reporting item, the resources for which are contained in Council's current operating budget.

Relevant law

15. *Local Government Act 2020.*

Regional, state and national plans and policies

16. Not applicable.

Conflicts of interest

17. 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.

12. Officers' reports

CM.013/26 Informal Meetings of Councillors Records - 24 February 2026

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13. Notices of Motion

NOM.001/26 Vandalism of War Memorials

Cr Grant Brooker advised of his intention to move the following motion:

Motion

That Council:

1. Acknowledges and commends the immediate response of Council officers in cleaning and restoring the Eltham Cenotaph following the recent vandalism.
2. Reaffirms Council's strong condemnation of vandalism of war memorials, plaques and statues, reinforces Council's commitment to ensuring that when vandalism occurs on these assets, they continue to be repaired and reinstated as quickly as possible.
3. Reaffirms Council's commitment to supporting Victoria Police, including through information-sharing and cooperation, and notes that where offenders are identified and convicted, Council will pursue recovery of repair and reinstatement costs where appropriate.

14. Delegates' Reports

15. Supplementary and urgent business

16. Confidential reports

17. Close of Meeting