

# Council Meeting

held at the Council Chamber, 32 Civic Drive, Greensborough  
on Tuesday 26 May 2026 commencing at 7:00 PM.

## Minutes

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

Friday 29 May 2026

Distribution: Public

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## Nillumbik Shire Council

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**Nillumbik Shire Council**

**Minutes of the Meeting of Nillumbik Shire Council held Tuesday 26 May 2026.  
The meeting commenced at 7.00pm.**

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**Councillors present:**

Cr Naomi Joiner	Bunjil Ward ( <b>Mayor</b> )
Cr Kate McKay	Swipers Gully Ward ( <b>Deputy Mayor</b> )
Cr Grant Brooker	Blue Lake Ward
Cr Kelly Joy	Edendale Ward
Cr Peter Perkins	Ellis Ward
Cr Kim Cope	Sugarloaf Ward
Cr John Dumaresq	Wingrove Ward

**Officers in attendance:**

Carl Cowie	Chief Executive Officer
Blaga Naumoski	Chief Community and Integrity Officer
Bulent Oz	Chief Financial Officer
Derek Rotter	Chief Operating Officer
Katia Croce	Manager Governance
Kerryn Woods	Coordinator Corporate Information

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**1. Welcome**

**2. Acknowledgement**

Acknowledgement of Country was read by the Mayor, Cr Naomi Joiner.

**3. Good Governance Pledge**

The Good Governance Pledge was read by Cr Kim Cope.

**4. Prayer**

A prayer was read by Ashley Proctor from the Salvation Army, Greensborough.

**5. Apologies\Leave of Absence**

Nil

**6. Declarations of conflict of interest**

Nil

**7. Presentations**

**Sporting Grants**

**Kayden Ramirex (Edendale Ward)** receives \$250 for being selected to represent Australia at NBTC (National Basketball Training Centre) basketball tournament in the Philippines.

*The recipient thanked Council and a photo was taken with their Ward Councillor.*

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 28 April 2026

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Confirmation of the Minutes of the Council Meeting and Confidential Council Meeting held on Tuesday 28 April 2026.

**Council Resolution**

**MOVED: Cr Kate McKay**

**SECONDED: Cr Peter Perkins**

**That Council:**

1. Confirms the Minutes of the Council Meeting (**Attachment 1**) and Confidential Council Meeting (**Attachment 2**) held on Tuesday 28 April 2026 .
2. Resolves that the Confidential Council Meeting Minutes (**Attachment 2**) remain confidential in accordance with section 3(1)(f) of the *Local Government Act 2020*.

**CARRIED UNANIMOUSLY**

**8. Confirmation of Minutes**

**COM.001/26 Confirmation of Minutes Council Meeting held Tuesday 28 April 2026**

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**9. Petitions**

Nil

**10. Questions from the gallery**

Julie Bradley has submitted the following questions:

**Question 1**

The Nillumbik Shire Council has identified the Challenger Street Reserve as the potential site for the BMX Jumps and Recreation Park. It has been acknowledged that the Challenger Street Reserve is an area with a ESO1, and is home to a number of threatened species like the Powerful Owl, Latham Snipe and Gang-Gang Cockatoo. When will the community be updated on the outcome of the site visit and Flora and Fauna assessment that was completed on this site at the end of 2025?

**Response 1**

Once plans and reports have been finalised, an application for a planning permit will then be formally lodged. Once a preliminary assessment, referrals and any requests for additional information have been completed, the planning application will be formally advertised in accordance with the Planning and Environment Act. During the advertising process, the advertised application documents, including supporting reports, will be available to viewed through Council's website.

**Question 2**

The original DC Trails (Diamond Creek dirt BMX jumps) was bulldozed in 2022, despite it's significant history in our community and support from people across and outside of Nillumbik. The jumps were quickly rebuilt (by locals) and continue to be utilised. What is the Nillumbik Shire Council's plan for this site if the BMX Jumps and Recreation Park is built in the Challenger Street Reserve?

**Response 2**

The site of the community-built BMX jumps in Diamond Creek is owned and managed by VicTrack. As a result, Nillumbik Shire Council is not currently involved in any planning for the current or future use of that site.

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11. Reports of Advisory Committees

AC.004/26 Advisory Committee Report

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**Distribution:** Public

**Manager:** Blaga Naumoski, Chief Community and Integrity Officer

**Author:** Katia Croce, Manager Governance

**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. Positive Ageing Advisory Committee meeting held 10 April 2026;
2. Environment & Sustainability Advisory Committee (ESAC) meeting held 15 April 2026;
3. Inclusion and Access Advisory Committee meeting held 24 April 2026; and
4. Youth Council Advisory Committee meeting held 4 May 2026.

<b>Council Resolution</b>
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**MOVED:** Cr Kate McKay

**SECONDED:** Cr Peter Perkins

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

**CARRIED UNANIMOUSLY**

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12. Officers' reports

CM.039/26 2026 Annual Community Survey Report - Results

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**Distribution:** Public

**Manager:** Bulent Oz, Chief Financial Officer

**Author:** Craig King, Manager Customer Experience and Business Performance

**Summary**

This report provides an overview of the results from the 2026 Annual Community Survey conducted from 31 January 2026 and throughout February 2026.

The survey is designed to measure community satisfaction with a range of Council services, facilities and activities, and to measure community sentiment on key issues affecting the Nillumbik community.

The survey also assists Council in meeting the Victorian Government's performance reporting requirements by measuring community satisfaction in a number of areas covered by this survey.

**Council Resolution**

**MOVED:** Cr Kim Cope

**SECONDED:** Cr Grant Brooker

**That** Council notes the results and findings from the 2026 Annual Community Satisfaction Survey.

**CARRIED UNANIMOUSLY**

**12. Officers' reports**

**CM.039/26      2026 Annual Community Survey Report - Results**

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12. Officers' reports

CM.040/26 Council Plan Quarterly Performance Report - Q3, 2025-2026

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**Distribution:** Public

**Manager:** Bulent Oz, Chief Financial Officer

**Author:** Craig King, Manager Customer Experience and Business Performance

**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 third 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, 3 actions are completed, 30 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.

**Council Resolution**

**MOVED:** Cr Kate McKay

**SECONDED:** Cr Grant Brooker

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

**CARRIED UNANIMOUSLY**

**12. Officers' reports**

**CM.040/26 Council Plan Quarterly Performance Report - Q3, 2025-2026**

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**12. Officers' reports**

**CM.041/26 Health and Wellbeing Plan Quarterly Performance Report Q3 2025-2026 and Year 2 Action Plan 2026-2027**

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**Distribution: Public**

**Manager: Blaga Naumoski, Chief Community and Integrity Officer**

**Author: Nichole Johnson, Manager Community Partnerships**

**Summary**

The purpose of this report is to present Council with the Quarter 3 Health and Wellbeing Plan 2025-2029 Quarterly Performance Report (**Attachment 1**) for noting and the Year 2 Annual Action Plan 2026-2027 (**Attachment 2**) for endorsement.

Council receives quarterly performance reports to monitor progress and provide assurance on the implementation of the Health and Wellbeing Plan and its delivery in the community.

The Quarterly Performance Report (**Attachment 1**) outlines progress against the Year 1 Action Plan 2025-2026 and highlights key achievements to date. All but one of the 32 actions remain on track for completion by the end of Quarter 4.

The Year 2 Annual Action Plan 2026-2027 (**Attachment 2**) sets out the focus for the second year of implementation of the Health and Wellbeing Plan 2025-2029, building on early momentum and transitioning from establishment to embedding delivery.

Overall, the Quarterly Performance Report (**Attachment 1**) demonstrates a strong and positive commencement to the Health and Wellbeing Plan 2025-2029, with early outcomes and meaningful benefits already emerging in the Nillumbik community. The Year 2 Annual Action Plan 2026-2027 (**Attachment 2**) builds on this momentum by embedding actions into delivery and progressing sustained outcomes aligned with the Health and Wellbeing Plan's objectives and strategies.

<b>Council Resolution</b>
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**MOVED: Cr Kelly Joy**

**SECONDED: Cr Grant Brooker**

**That Council:**

1. Receives and notes the Health and Wellbeing Plan Quarterly Performance Report (**Attachment 1**) for Quarter 3 2025-2026.
2. Adopts the Year 2 Annual Action Plan 2026-2027 (**Attachment 2**).

**CARRIED UNANIMOUSLY**

**12. Officers' reports**

**CM.041/26 Health and Wellbeing Plan Quarterly Performance Report Q3 2025-2026 and Year 2 Action Plan 2026-2027**

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12. Officers' reports

CM.042/26 Revenue and Rating Plan 2026-2029

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**Distribution:** Public

**Manager:** Bulent Oz, Chief Financial Officer

**Author:** Robert Malignaggi, Business Services Lead

**Summary**

Council endorsed the draft Revenue and Rating Plan 2026-2029 at the Council Meeting on 24 March 2026 for the purpose of community consultation. The draft Revenue and Rating Plan was exhibited for 33 days with eight (8) submissions received.

This report recommends that Council formally adopts the Revenue and Rating Plan 2026-2029 (**Attachment 1**).

**Council Resolution**

**MOVED:** Cr Grant Brooker

**SECONDED:** Cr Kate McKay

**That Council:**

1. Adopts the Revenue and Rating Plan 2026-2029 (**Attachment 1**).
2. Authorises the Chief Executive Officer to give public notice of the decision to adopt the Revenue and Rating Plan 2026-2029.

**CARRIED UNANIMOUSLY**

**12. Officers' reports**

**CM.042/26 Revenue and Rating Plan 2026-2029**

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## 12. Officers' reports

**CM.043/26      Special Rate Levy for the Eltham Town Activity Centre (2026 to 2029) - Declaration**

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**Distribution:    Public**

**Manager:        Blaga Naumoski, Chief Community and Integrity Officer**

**Author:         Tania Treasure, Economic Development & Tourism Lead**

### Summary

The purpose of this report is for Council to consider submissions and to declare, modify or abandon the Special Rate Levy for the Eltham Town Activity Centre 2026 – 2029.

Renewal of the Special Rate Levy (SRL) for the Eltham Town Activity Centre, will provide the Eltham Chamber of Commerce and Industry (ECCI) with financial resources to deliver events, marketing campaigns, business development and digital activities to promote Eltham town as an attractive place to visit and do business.

Over the past five years the current scheme has been successful in funding advertising campaigns, events and overall marketing of the Eltham Town Activity Centre.

Following Council's decision on the 9 December 2025 to give Notice of its Intention to Declare a Special Rate Levy, and in accordance with the requirements of s233 of the *Local Government Act 1989*, formal notification of the proposed Special Rate Levy was undertaken, with a Public Notice (**Attachment 1**) published in The Age on 11 December 2025 and written notification (**Attachment 2**) sent via mail to property owners and tenants upon which the special rate would be levied. Copies of the public notice were also available at Council's Greensborough office and on Council's website.

In response to the public notice, Council received 11 written submissions, 10 in support and 1 objection to the SLR (**Attachment 3**). A copy of the redacted submissions is available at **Attachment 4** with a summary of the submissions at **Attachment 5**.

In accordance with section 223 of the Local Government Act 1989, Council considered all submissions and objections at a meeting of its Planning and Consultation Committee Meeting on the 10 March 2026 (**Attachment 6**). There were no in-person submissions at this meeting.

This report recommends that Council declare a Special Rate Levy on the Eltham Town Activity Centre a period of three (3) years from 1 July 2026 – 30 June 2029, raising an annual value for each of the three years of \$143,000.

<b>Council Resolution</b>
---------------------------

**MOVED:         Cr John Dumaresq**

**SECONDED:    Cr Kate McKay**

Having considered all submissions and objections received in accordance with sections 163A, 163B and 223 of the *Local Government Act 1989*, That Council:

1. Resolves that pursuant to section 163 of the *Local Government Act 1989* a special rate levy be declared on the Eltham Town Activity Centre for the period commencing on 1 July 2026 and concluding on 30 June 2029.

## 12. Officers' reports

**CM.043/26 Special Rate Levy for the Eltham Town Activity Centre (2026 to 2029) - Declaration**

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2. Resolves the Special Rate Levy be declared for the purpose of defraying marketing, promotion and other incidental expenses associated with the encouragement of commerce in the Eltham Town Activity Centre, which:
    - a) Council considers will be a special benefit to those persons required to pay the Special Rate Levy and
    - b) arises out of Council's function of encouraging commerce and employment within its municipal district;
  3. Resolves that the total cost of performing the function described in Part 2 of this Resolution between 1 July 2026 and 30 June 2029, and the total cost of the special rate levied in this period, be recorded as \$429,000.
  4. Resolves the Eltham Town Activity Centre Special Rate Levy will raise an annual value of \$143,000. A percentage of the annual value will proportionally be applied to each property in **Attachment 8** based on the Net Annual Value and Property Square Meter Area. With 70% of the Net Annual Value and 30% of the Property Square Meter Area for each rateable land.
  5. Resolves for the purposes of Part 4 of this Resolution the Net Annual Value of each rateable land is the Net Annual Value of that parcel of land at the time of levying the special rate (so that the Net Annual Value may alter during the period in which the Special Rate Levy is in force, reflecting any revaluations and supplementary valuations which take place).
  6. Resolves that the properties affected by the Special Rate Levy known as the Eltham Town Activity Centre are all rateable properties located in Eltham used for commercial purposes within and including:
    - a) 9 – 20 Arthur Street inclusive
    - b) 8 – 80 Commercial Place inclusive
    - c) 1 – 23 Dudley Street inclusive
    - d) 900 – 1050 Main Road inclusive
    - e) 1 – 6 Pryor Street inclusive
    - f) 2 – 20 Luck Street inclusive.
  7. In declaring the Special Rate Levy, Council is performing functions and exercising powers relating to the stimulation and facilitation of business development and local employment opportunities, in particular the encouragement of economic activity within the Eltham Town Activity Centre.
  8. Resolves that having regard to the preceding parts of this Resolution but subject to section 166(1) of the *Local Government Act 1989*, it be recorded that, subject to any further Resolution of Council, the special rate will be due and payable on the date(s) fixed under section 167 of the *Local Government Act 1989* as the date or dates on or by which Council's general rates are due.

12. Officers' reports

CM.043/26 Special Rate Levy for the Eltham Town Activity Centre (2026 to 2029) - Declaration

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9. Resolves in instances of non-payment of the Special Rate Levy, interest may accrue in accordance with section 172 of the Local Government Act 1989 and standard Shire practice on non-payment of rates and charges will apply.
10. Authorises the Chief Executive Officer to:
  - a) levy the special rate, by sending a notice levying payment on each person liable to pay the special rate through Councils annual rates notices.
  - b) enter into an agreement with Eltham Chamber of Commerce and Industry Inc. for the management of the Special Rate Levy funds to be expended for the purpose for which the Special Rate Levy is declared; and
11. Authorises the Economic Development and Tourism Lead to write to all owners and occupiers of properties included in the Special Rate Levy and all persons who have lodged a submission and/ or an objection in writing of the decision of Council to declare the Special Rate Levy, and the reasons for the decision.
12. Resolves that **Attachment 3** remain confidential on the grounds specified in the definition of confidential information in section 3(1)(f) of the *Local Government Act 2020*.

**CARRIED UNANIMOUSLY**

**12. Officers' reports**

**CM.043/26      Special Rate Levy for the Eltham Town Activity Centre (2026 to 2029) -  
Declaration**

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**12. Officers' reports****CM.044/26 Milthorpe Road, Diamond Creek - Special Charge Scheme**

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

Council received a petition on 5 June 2023 from property owners on Milthorpe Road, Diamond Creek requesting the sealing of the section of Milthorpe Road between Black Gully Road and Astons Road.

An initial questionnaire was sent to property owners on 2 August 2023 to gauge interest on sealing the road via a Special Charge Scheme. The results of the initial questionnaire confirmed sufficient support to proceed further with investigation into a Special Charge Scheme to seal the above section of Milthorpe Road. The section being considered is around 1.3km.

Council officers prepared a concept design and cost estimate for the Milthorpe Road Scheme. The estimated cost of the works is \$617,000 to \$740,400, with a 20% Council contribution due to through traffic.

On 24 February 2026, a formal questionnaire and cost apportionment were sent to property owners to determine their level of support for sealing Milthorpe Road. The level of support for the Special Charge Scheme was 30 percent (3 out of ten property owners).

The level of support is below the 60 percent threshold in Council's Special Rate and Special Charge Policy and Guidelines. Therefore, it is recommended that Council abandon the Scheme for Milthorpe Road, Diamond Creek and place further investigation for sealing of Milthorpe Road via a special charge scheme on a three-year moratorium.

<b>Council Resolution</b>
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**MOVED: Cr Peter Perkins****SECONDED: Cr Kelly Joy****That Council:**

1. Abandons further investigations into the Special Charge Scheme for Milthorpe Road, Diamond Creek between Black Gully Road and Astons Road.
2. Places any further investigations into a Special Charge Scheme for this section of Milthorpe Road on a three-year moratorium, commencing 26 May 2026.
3. Notes that Officers will advise affected property owners of Council's resolution.

**CARRIED UNANIMOUSLY**

**12. Officers' reports**

**CM.044/26      Milthorpe Road, Diamond Creek - Special Charge Scheme**

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## 12. Officers' reports

CM.045/26 Youth Council recruitment

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**Distribution: Public****Manager: Blaga Naumoski, Chief Community and Integrity Officer****Author: Nichole Johnson, Manager Community Partnerships****Summary**

Nillumbik Youth Council consists of up to 15 young people aged 15 – 25 years old who are passionate about being involved in their community and represent diverse views, ideas and needs of young people in the Nillumbik area.

The current Youth Council term commenced in May 2025 and will conclude in May 2027.

Recruitment of up to three new members is being sought as the First Nations position was not filled and two young people elected have since needed to relinquish their positions on Youth Council.

<b>Council Resolution</b>
---------------------------

**MOVED: Cr Kate McKay****SECONDED: Cr Kim Cope****That Council:**

1. Endorses the Youth Council Advisory Committee expression of interest process that will open for a three week period on Wednesday 27 May 2026 and will close on Sunday 21 June 2026.
2. Requests Officers to report nominations to the Youth Council Advisory Committee to Council for endorsement in July 2026.
3. Notes that Youth Council Terms of Reference for the 2025 – 2027 term (**Attachment 1**) were endorsed at the Council meeting held on 25 February 2025.

**CARRIED UNANIMOUSLY**

*Katia Croce, Manager Governance temporarily left the meeting during discussion of this item at 7.49pm and returned at 7.51pm.*

**12. Officers' reports**

**CM.045/26 Youth Council recruitment**

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**12. Officers' reports**

**CM.046/26      Expression of Interest Process Arts and Cultural Advisory Committee  
2026-2027**

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**Distribution:    Public**

**Manager:        Blaga Naumoski, Chief Community and Integrity Officer**

**Author:         Nichole Johnson, Manager Community Partnerships**

**Summary**

In June 2026, the current two year term for six committee members will end, and Council will call for Expressions of Interest for Arts and Cultural Advisory Committee for six members to serve one year term from 2026-2027.

The one year recruitment term is intended to align the Arts and Cultural Advisory Committee recruitment process with other advisory committees across Council, ahead of a full recruitment for two year term commencing in 2027.

This report presents the Terms of Reference 2026-2027 (**Attachment 1**) and outlines the expressions process that will open for a three week period on 28 May and close at 11.59pm on 19 June 2026.

Endorsement of the successful applicants for the 2026-2027 committee member will be presented at a Council Meeting scheduled for 25 August 2026.

<b>Council Resolution</b>
---------------------------

**MOVED:        Cr Kim Cope**

**SECONDED:   Cr John Dumaresq**

**That Council:**

1. Endorses the Terms of Reference 2026-2027 (**Attachment 1**).
2. Endorses the Arts and Cultural Advisory Committee expression of interest process that will open for a three week period on 28 May and close at 11.59pm on 19 June 2026.
3. Requests Officers to report nominations to the Arts and Cultural Advisory Committee to Council for endorsement on 25 August 2026.

**CARRIED UNANIMOUSLY**

**12. Officers' reports**

**CM.046/26      Expression of Interest Process Arts and Cultural Advisory Committee  
2026-2027**

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## 12. Officers' reports

## CM.047/26 Environment and Sustainability Advisory Committee membership

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**Distribution:** Public

**Manager:** Derek Rotter, Chief Operating Officer

**Author:** Amanda Kern, Manager Strategic Planning, Transport and Environment

**Summary**

This report provides a recommendation for membership of the 2026-2028 term of Council's Environment and Sustainability Advisory Committee (ESAC).

Nominations were sought from 1 March to 31 March 2026 and were assessed against selection criteria

The recommended membership (**Attachment 1**) comprises a diverse mix of urban and rural representatives who provide a breadth of knowledge and expertise across environment and sustainability matters including climate action, biodiversity and land management.

The ESAC Terms of Reference are provided in (**Attachment 2**).

Council endorsement of the recommended 11 general community members is sought.

**Recommendation**

**That Council:**

1. Endorses the 11 recommended applicants listed for appointment to the 2026-2028 Environment and Sustainability Advisory Committee (ESAC) (**Attachment 1**).
2. Resolves that the successful applicants be named.
3. Acknowledges and thank all those that expressed interest in joining ESAC.
4. Resolves that the Panel recommendations (**Attachment 1**) and scoring remain confidential on the grounds specified in the definition of confidential information in section 3(1)(f) of the *Local Government Act 2020*.

**Council Resolution**

**MOVED:** Cr Kate McKay

**SECONDED:** Cr Kim Cope

**That Council:**

1. Endorses the 11 recommended applicants listed for appointment to the 2026-2028 Environment and Sustainability Advisory Committee (ESAC) (**Attachment 1**).
2. Resolves that the successful applicants be named.
  - Andrew McMahon
  - Claire Gregory
  - Corinne Mays
  - Jennifert Gregory
  - Lily van Eeden

12. Officers' reports

CM.047/26 Environment and Sustainability Advisory Committee membership

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- Lynlee Tozer
  - Malcolm Cock
  - Marcel Saxone
  - Rachel Hur
  - Rowena Thompson
  - Wayne Kinrade
3. Acknowledges and thank all those that expressed interest in joining ESAC.
4. Resolves that the Panel recommendations (**Attachment 1**) and scoring remain confidential on the grounds specified in the definition of confidential information in section 3(1)(f) of the *Local Government Act 2020*.

**CARRIED UNANIMOUSLY**

**12. Officers' reports****CM.048/26 Living & Learning Nillumbik Advisory Committee Membership 2026**

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**Distribution: Public****Manager: Blaga Naumoski, Chief Community and Integrity Officer****Author: Hilary Duns-McKay, Learning and Engagement Coordinator****Summary**

This report provides recommendations regarding membership of the Living & Learning Nillumbik Advisory Committee 2026 – 2028 (L&LN AC).

It includes a recommended update to the current L&LN AC Terms of Reference (ToR) (**Attachment 1**) and seeks Council's endorsement of the 11 recommended residents representing the community (individual members) (**Attachment 2**).

The L&LN AC provides a formal mechanism for Council to consult with key stakeholders, seek specialist advice and enable community participation in supporting lifelong learning, social connection, build skills and wellbeing across the L&LN network.

The eleven (11) community members being recommended for membership represent a diverse group of people from the Shire.

<b>Recommendation</b>
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**That Council:**

1. Endorses the Living & Learning Nillumbik Advisory Committee Terms of Reference (**Attachment 1**).
2. Endorses the 11 recommended members representing the community (individual members) for appointment to the Living & Learning Nillumbik Advisory Committee (**Attachment 2**):
  - (a) Applicant 1 \_\_\_\_\_ for their role as a Living & Learning Nillumbik Advisory Committee Member
  - (b) Applicant 2 \_\_\_\_\_ for their role as a Living & Learning Nillumbik Advisory Committee Member
  - (c) Applicant 3 \_\_\_\_\_ for their role as a Living & Learning Nillumbik Advisory Committee Member
  - (d) Applicant 4 \_\_\_\_\_ for their role as a Living & Learning Nillumbik Advisory Committee Member
  - (e) Applicant 5 \_\_\_\_\_ for their role as a Living & Learning Nillumbik Advisory Committee Member
  - (f) Applicant 6 \_\_\_\_\_ for their role as a Living & Learning Nillumbik Advisory Committee Member
  - (g) Applicant 7 \_\_\_\_\_ for their role as a Living & Learning Nillumbik Advisory Committee Member
  - (h) Applicant 8 \_\_\_\_\_ for their role as a Living & Learning Nillumbik Advisory Committee Member

## 12. Officers' reports

## CM.048/26 Living &amp; Learning Nillumbik Advisory Committee Membership 2026

- 
- (i) Applicant 9 \_\_\_\_\_ for their role as a Living & Learning Nillumbik Advisory Committee Member
  - (j) Applicant 10 \_\_\_\_\_ for their role as a Living & Learning Nillumbik Advisory Committee Member
  - (k) Applicant 11 \_\_\_\_\_ for their role as a Living & Learning Nillumbik Advisory Committee Member
3. Supports the remaining vacant Living & Learning Nillumbik Advisory Committee position staying open via an enquiry form on the Living & Learning Nillumbik website.
  4. Acknowledges and thanks all those that expressed interest in joining the Living & Learning Nillumbik Advisory Committee.
  5. Resolves that the Assessment and Recommended Advisory Committee Applicants (**Attachment 2**) is to remain confidential on the grounds specified in the definition of confidential information in section 3(1)(f) of the *Local Government Act 2020*.
  6. Resolves that the successful applicants be named.

<b>Motion</b>
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**That Council:**

1. Endorses the Living & Learning Nillumbik Advisory Committee Terms of Reference (**Attachment 1**).
2. Endorses the 11 recommended members representing the community (individual members) for appointment to the Living & Learning Nillumbik Advisory Committee (**Attachment 2**):
  - (a) Applicant 1 **Catherine** for their role as a Living & Learning Nillumbik Advisory Committee Member
  - (b) Applicant 2 **Sridhar Chandrasekaran** for their role as a Living & Learning Nillumbik Advisory Committee Member
  - (c) Applicant 3 **Anubhav Dhingra** for their role as a Living & Learning Nillumbik Advisory Committee Member
  - (d) Applicant 4 **Renee Blome** for their role as a Living & Learning Nillumbik Advisory Committee Member
  - (e) Applicant 5 **Nanette Joan Fox** for their role as a Living & Learning Nillumbik Advisory Committee Member
  - (f) Applicant 6 **Adrian Richards** for their role as a Living & Learning Nillumbik Advisory Committee Member
  - (g) Applicant 7 **Elnaz Ettehad** for their role as a Living & Learning Nillumbik Advisory Committee Member
  - (h) Applicant 8 **Glenda Cust** for their role as a Living & Learning Nillumbik Advisory Committee Member
  - (i) Applicant 9 **Kate Tancredi** for their role as a Living & Learning Nillumbik Advisory Committee Member

## 12. Officers' reports

## CM.048/26 Living &amp; Learning Nillumbik Advisory Committee Membership 2026

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- (j) Applicant 10 **Kristy Green** for their role as a Living & Learning Nillumbik Advisory Committee Member
  - (k) Applicant 11 **Penelope Stray** for their role as a Living & Learning Nillumbik Advisory Committee Member
  3. Supports the remaining vacant Living & Learning Nillumbik Advisory Committee position staying open via an enquiry form on the Living & Learning Nillumbik website.
  4. Acknowledges and thanks all those that expressed interest in joining the Living & Learning Nillumbik Advisory Committee.
  5. **Notes that (Attachment 2) will be updated to include the Detailed Scoring in addition to Assessment and Recommended Advisory Committee Applicants.**
  6. Resolves that the **Detailed Scoring**, Assessment and Recommended Advisory Committee Applicants (**Attachment 2**) is to remain confidential on the grounds specified in the definition of confidential information in section 3(1)(f) of the *Local Government Act 2020*.
  7. Resolves that the successful applicants be named.

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

<b>Council Resolution</b>
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**MOVED:** Cr Grant Brooker

**SECONDED:** Cr John Dumaresq

**That Council:**

1. Endorses the Living & Learning Nillumbik Advisory Committee Terms of Reference (**Attachment 1**).
2. Endorses the 11 recommended members representing the community (individual members) for appointment to the Living & Learning Nillumbik Advisory Committee (**Attachment 2**):
  - (a) Applicant 1 Catherine for their role as a Living & Learning Nillumbik Advisory Committee Member
  - (b) Applicant 2 Sridhar Chandrasekaran for their role as a Living & Learning Nillumbik Advisory Committee Member
  - (c) Applicant 3 Anubhav Dhingra for their role as a Living & Learning Nillumbik Advisory Committee Member
  - (d) Applicant 4 Renee Blome for their role as a Living & Learning Nillumbik Advisory Committee Member
  - (e) Applicant 5 Nanette Joan Fox for their role as a Living & Learning Nillumbik Advisory Committee Member
  - (f) Applicant 6 Adrian Richards for their role as a Living & Learning Nillumbik Advisory Committee Member

12. Officers' reports

CM.048/26 Living & Learning Nillumbik Advisory Committee Membership 2026

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- (g) Applicant 7 Elnaz Ettehad for their role as a Living & Learning Nillumbik Advisory Committee Member
  - (h) Applicant 8 Glenda Cust for their role as a Living & Learning Nillumbik Advisory Committee Member
  - (i) Applicant 9 Kate Tancredi for their role as a Living & Learning Nillumbik Advisory Committee Member
  - (j) Applicant 10 Kristy Green for their role as a Living & Learning Nillumbik Advisory Committee Member
  - (k) Applicant 11 Penelope Stray for their role as a Living & Learning Nillumbik Advisory Committee Member
3. Supports the remaining vacant Living & Learning Nillumbik Advisory Committee position staying open via an enquiry form on the Living & Learning Nillumbik website.
  4. Acknowledges and thanks all those that expressed interest in joining the Living & Learning Nillumbik Advisory Committee.
  5. Notes that **(Attachment 2)** will be updated to include the Detailed Scoring in addition to Assessment and Recommended Advisory Committee Applicants.
  6. Resolves that the Detailed Scoring, Assessment and Recommended Advisory Committee Applicants **(Attachment 2)** is to remain confidential on the grounds specified in the definition of confidential information in section 3(1)(f) of the *Local Government Act 2020*.
  7. Resolves that the successful applicants be named.

**CARRIED UNANIMOUSLY**

## 12. Officers' reports

CM.049/26 Instrument of Appointment and Authorisation (Planning and Environment Act 1987)

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**Distribution:** Public

**Manager:** Blaga Naumoski, Chief Community and Integrity Officer

**Author:** Katia Croce, Manager Governance

**Summary**

Section 224 of the *Local Government Act 1989* provides for the appointment of Authorised Officers for the purposes of the administration and enforcement of any Act, regulations or local laws which relate to the functions and powers of the Council.

Section 147(4) of the *Planning and Environment Act 1987* provides for the appointment and authorisation of Council Officers for the purpose of the *Planning and Environment Act 1987*.

To strengthen Council's decision making and enforcement processes, appointment of authorisation under the *Planning and Environment Act 1987* is being recommended by Council Resolution.

<b>Council Resolution</b>
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**MOVED:** Cr Kate McKay

**SECONDED:** Cr John Dumaresq

**That** Council in the exercise of the powers conferred by s147(4) of the *Planning and Environment Act 1987*, resolves that:

1. The Nillumbik Shire Council staff referred to in the Instrument of Appointment and Authorisation (*Planning and Environment Act 1987*) (**Attachment 1**) be appointed and authorised as set out in the instrument.
2. The common seal of Council be affixed to the Instrument.
3. The Instrument comes into force immediately after the common seal of Council is affixed to the Instrument and remains in force until Council determines to vary or revoke it.

**CARRIED UNANIMOUSLY**

**12. Officers' reports**

**CM.049/26 Instrument of Appointment and Authorisation (Planning and Environment Act 1987)**

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## 12. Officers' reports

CM.050/26 Variation to Contract - 2122-032 Kangaroo Ground Landfill Rehabilitation

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**Distribution: Public**

**Manager: Derek Rotter, Chief Operating Officer**

**Author: Steven Blight, Manager Infrastructure and Capital**

**Summary**

On 22 February 2022, Council approved the awarding of contract 2122-032 Kangaroo Ground Landfill Rehabilitation project at 105 Graham Road, Kangaroo Ground with Shamrock Civil Pty Ltd.

The construction works are now in the final stages, with the contract expected to reach practical completion by 30 June, 2026.

Approved contract variations to date have been within the approved contract budget allocation.

Recent additional costs incurred as contract variations on this project will exceed the current approved contract budget allocation.

Reflective of the original Council resolution in 2022 any variations incurred above the contract allocation are required to be presented back to Council.

The variations are the result of latent conditions encountered onsite. They are reflective of the original scope of works and have not contributed to any additional works.

**Recommendation**

**That Council:**

1. Authorises the Chief Executive Officer to approve an increase in the allocated project budget by **[Redacted]** exclusive of GST for the additional contract variations for contract 2122-032 Kangaroo Ground Landfill Rehabilitation project.
2. Makes public the decision regarding this contract variation but the Confidential – Variation to Contract – 2122-032 Kangaroo Ground Landfill Rehabilitation (**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*.

**Council Resolution**

**MOVED: Cr Grant Brooker**

**SECONDED: Cr Kim Cope**

**That Council:**

1. Authorises the Chief Executive Officer to approve an increase in the allocated project budget by \$995,945.00 exclusive of GST for the additional contract variations for contract 2122-032 Kangaroo Ground Landfill Rehabilitation project.
2. Makes public the decision regarding this contract variation but the Confidential – Variation to Contract – 2122-032 Kangaroo Ground Landfill Rehabilitation (**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*.

**CARRIED UNANIMOUSLY**

**12. Officers' reports**

**CM.050/26      Variation to Contract - 2122-032 Kangaroo Ground Landfill  
                         Rehabilitation**

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**12. Officers' reports****CM.051/26 Tender Report - 2526-041 Shire Office Building Works and Lift Installation**

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

This report recommends the awarding of contract 2526-041 for Shire Office Building Works and Lift Installation.

The intention of the project is to provide safe and equitable access for all between the lower and upper ground floors and the Shires Civic Drive offices.

The contract will commence on 1 June 2026 with an intended completion date of 30 November 2026.

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 2526-041 for Shire Office Building Works and Lift Install.

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.

<b>Recommendation</b>
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**That Council:**

1. Accepts the tender submitted by the **preferred tenderer** for the sum of **#[Redacted]** plus **#[Redacted]** for contingency (exclusive of GST) as disclosed in **(Attachment 1)** and enter into the following contract:  
Number: 2526-041  
Title: Shire Office Building Works and Lift Installation.  
Term: 1 June 2026 to 30 November 2026.  
Options: Nil.
2. Authorises the Chief Operating Officer to finalise and execute the contract documentation.
3. Authorises the Chief Operating Officer to approve additional cost variations that are a result of unknown latent site conditions or changes to operational requirements throughout the term of the contract with a value of no more than the total approved budget for the project.
4. Notes that any variations that exceed the agreed approved budget will require a further Council resolution.
5. Advises all tenderers accordingly.
6. Makes public the decision regarding this contract but the Tender Evaluation Report 2526-041 **(Attachment 1)** remains 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.051/26 Tender Report - 2526-041 Shire Office Building Works and Lift Installation

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7. Resolves that the preferred tenderer be named.

**Council Resolution**

**MOVED: Cr Peter Perkins**  
**SECONDED: Cr Grant Brooker**

**That Council:**

1. Accepts the tender submitted by the Merkon Construction for the sum of \$422,177.59 plus \$63,326.64 for contingency (exclusive of GST) as disclosed in (**Attachment 1**) and enter into the following contract:  
Number: 2526-041  
Title: Shire Office Building Works and Lift Installation.  
Term: 1 June 2026 to 30 November 2026.  
Options: Nil.
2. Authorises the Chief Operating Officer to finalise and execute the contract documentation.
3. Authorises the Chief Operating Officer to approve additional cost variations that are a result of unknown latent site conditions or changes to operational requirements throughout the term of the contract with a value of no more than the total approved budget for the project.
4. Notes that any variations that exceed the agreed approved budget will require a further Council resolution.
5. Advises all tenderers accordingly.
6. Makes public the decision regarding this contract but the Tender Evaluation Report 2526-041 (**Attachment 1**) remains confidential on the grounds specified in the definition of confidential information in section 3(1)(g) of the *Local Government Act 2020*.
7. Resolves that the preferred tenderer be named.

**CARRIED UNANIMOUSLY**

## 12. Officers' reports

## CM.052/26 Tender Report - 2425-079 Eltham Rugby Pitch Reconstruction

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**Distribution:** Public

**Manager:** Derek Rotter, Chief Operating Officer

**Author:** Steven Blight, Manager Capital and Infrastructure

**Summary**

This report recommends the awarding of contract for 2425-079 Eltham Rugby Pitch Reconstruction.

The contract will commence 1 June 2026 with an intended completion date of 31 March 2027.

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 2425-079 for 2425-079 Eltham Rugby Pitch Reconstruction.

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.

<b>Recommendation</b>
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**That Council:**

1. Accepts the tender submitted by the **preferred tenderer** for the sum of **#[Redacted]** plus **#[Redacted]** for contingency (exclusive of GST) as disclosed in (**Attachment 1**) and enter into the following contract:  
Number: 2425-079  
Title: Eltham Rugby Pitch Reconstruction.  
Term: 1 June 2026 to 31 March 2027.  
Options: Nil.
2. Authorises the Chief Operating Officer to finalise and execute the contract documentation.
3. Authorises the Chief Operating Officer to approve additional cost variations that are a result of unknown latent site conditions or changes to operational requirements throughout the term of the contract with a value of no more than the total approved budget for the project.
4. Notes that any variations that exceed the agreed approved budget will require a further Council resolution.
5. Advises all tenderers accordingly.
6. Makes public the decision regarding this contract but the Tender Evaluation Report 2526-041 (**Attachment 1**) remains confidential on the grounds specified in the definition of confidential information in section 3(1)(g) of the *Local Government Act 2020*.
7. Resolves that the preferred tenderer be named.

12. Officers' reports

CM.052/26 Tender Report - 2425-079 Eltham Rugby Pitch Reconstruction

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**Council Resolution**

**MOVED:** Cr John Dumaresq

**SECONDED:** Cr Kate McKay

**That** Council:

1. Accepts the tender submitted by the SJM Turf and Civil Pty Ltd for the sum of \$786,000.00 plus \$157,000.00 for contingency (exclusive of GST) as disclosed in (**Attachment 1**) and enter into the following contract:  
Number: 2425-079  
Title: Eltham Rugby Pitch Reconstruction.  
Term: 1 June 2026 to 31 March 2027.  
Options: Nil.
2. Authorises the Chief Operating Officer to finalise and execute the contract documentation.
3. Authorises the Chief Operating Officer to approve additional cost variations that are a result of unknown latent site conditions or changes to operational requirements throughout the term of the contract with a value of no more than the total approved budget for the project.
4. Notes that any variations that exceed the agreed approved budget will require a further Council resolution.
5. Advises all tenderers accordingly.
6. Makes public the decision regarding this contract but the Tender Evaluation Report 2526-041 (**Attachment 1**) remains confidential on the grounds specified in the definition of confidential information in section 3(1)(g) of the *Local Government Act 2020*.
7. Resolves that the preferred tenderer be named.

**CARRIED UNANIMOUSLY**

**12. Officers' reports****CM.053/26 Tender Report - Contract 2526-010 Arboricultural Planning Advisory Service****Distribution: Public****Manager: Derek Rotter, Chief Operating Officer****Author: Renae Ahern, Manager Planning and Environmental Health****Summary**

This report recommends the awarding of contract 2526-010 for the Arboricultural Planning Advisory Service.

The contract term is for an initial period of 3 years, with 3 x 1 year options to extend the contract. The total duration of the contract, including the exercise of any options, shall not exceed 6 years.

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 2526-010 for Arboricultural Planning Advisory Service.

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: 2526-010  
Title: Arboricultural Advisory Service  
Term: 1 July 2026 to 30 June 2029  
Options: Term extensions up to 30 June 2032
2. Authorises the Chief Operating Officer to finalise and execute the contract documentation.
3. Authorises the Chief Operating Officer to approve contract term extensions.
4. Notes that any variations that exceed the agreed approved budget will require a further Council resolution.
5. Advises all tenderers accordingly.
6. 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*.
7. Resolves that the preferred tenderer be named.

12. Officers' reports

CM.053/26 Tender Report - Contract 2526-010 Arboricultural Planning Advisory Service

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**Council Resolution**

**MOVED: Cr Kate McKay**

**SECONDED: Cr Kim Cope**

**That Council:**

1. Accepts the tender submitted by the Homewood Consulting Pty Ltd for the schedule of rates disclosed in (**Attachment 1**) and enter into the following contract:  
Number: 2526-010  
Title: Arboricultural Advisory Service  
Term: 1 July 2026 to 30 June 2029  
Options: Term extensions up to 30 June 2032
2. Authorises the Chief Operating Officer to finalise and execute the contract documentation.
3. Authorises the Chief Operating Officer to approve contract term extensions.
4. Notes that any variations that exceed the agreed approved budget will require a further Council resolution.
5. Advises all tenderers accordingly.
6. 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*.
7. Resolves that the preferred tenderer be named.

**CARRIED UNANIMOUSLY**

**12. Officers' reports****CM.054/26 Informal Meetings of Councillors Records**

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**Distribution: Public****Manager: Blaga Naumoski, Chief Community and Integrity Officer****Author: Katia Croce, Manager Governance****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 28 April 2026.

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

1. Positive Ageing Advisory Committee meeting held 10 April 2026;
2. Planning Application Conference for Cassells Road, Research meeting held 14 April 2026;
3. Environment & Sustainability Advisory Committee meeting held 15 April 2026;
4. Councillor Briefing held 21 April 2026;
5. Inclusion and Access Advisory Committee meeting held 24 April 2026;
6. Council Meeting Pre-Meet held 28 April 2026;
7. Councillor Briefing held 28 April 2026;
8. Youth Council Advisory Committee meeting held 4 May 2026;
9. Councillor Briefing held 5 May 2026;
10. CEO Employment Matters held 5 May 2026;
11. Councillor Briefing held 12 May 2026;
12. Planning and Consultation Committee Pre-Meet held 12 May 2026; and
13. AI Workshop held 12 May 2026.

<b>Council Resolution</b>
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**MOVED: Cr Kelly Joy****SECONDED: Cr Peter Perkins**

**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.

**CARRIED UNANIMOUSLY**

**12. Officers' reports**

**CM.054/26 Informal Meetings of Councillors Records**

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**13. Notices of Motion**

Nil

**14. Delegates' Reports**

**Councillor McKay** reported on a busy month of council and community events including the 2026 Women in Business networking event featuring a keynote speaker on burnout and resilience and acknowledged Bendigo Bank's support. Cr McKay also highlighted the Nillumbik Prize for Contemporary Writing, noting a significant increase in entries and recognising winners across open, local, youth and poetry categories and also attended the Volunteer Recognition Event (dinner) and acknowledged the valuable contributions of many local volunteers.

**Councillor Brooker** reported on a Tourism East networking event at Naught Distilling in Eltham, highlighting the importance of supporting local businesses and noted the venue's transition to a function space. Cr Brooker also referred to the upcoming Business Ignite activities that commence on Thursday 28 May 2026.

**Councillor Perkins** reported attendance at various council related activities over the past month including chairing the Positive Ageing Committee and the Inclusion Access Advisory Committee and attending council briefings, meetings and an AI workshops.

**15. Supplementary and urgent business**

Nil

**16. Confidential reports**

Nil

**17. Close of Meeting**

The meeting closed at 8.48pm.

Confirmed: \_\_\_\_\_  
Cr Naomi Joiner, Mayor