

Planning and Consultation Committee Meeting

held at the Civic Centre, Civic Drive, Greensborough
on Tuesday 14 June 2022 commenced at 7:00pm.

Minutes

Carl Cowie
Chief Executive Officer

Friday 17 June 2022

Distribution: Public

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Nillumbik Shire Council

**Minutes of the Planning and Consultation Committee Meeting held
Tuesday 14 June 2022. The meeting commenced at 7:00pm.**

Councillors present:

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| Cr Richard Stockman | Blue Lake Ward |
| Cr Karen Egan | Bunjil Ward |
| Cr Natalie Duffy | Edendale Ward |
| Cr Peter Perkins | Ellis Ward (Chairperson Planning Matters) |
| Cr Ben Ramcharan | Sugarloaf Ward (Deputy Mayor) |
| Cr Frances Eyre | Swipers Gully Ward (Mayor) |
| Cr Geoff Paine | Wingrove Ward (Chairperson Consultation Matters) |

Officers in attendance:

| | |
|-------------------|---|
| Carl Cowie | Chief Executive Officer |
| Vince Lombardi | Chief Financial Officer |
| Hjalmar Philipp | Director Operations and Infrastructure |
| Blaga Naumoski | Executive Manager Governance, Communications and Engagement |
| Corrienne Nichols | Executive Manager Communities |
| Rosa Zouzoulas | Executive Manager Planning and Community Safety |
| Leigh Northwood | Strategic Planning Lead |
| Sally Johnson | Corporate Information Lead |
| Licardo Prince | Communications and Advocacy Lead |
| Katia Croce | Governance Lead |

1. Welcome by the Chair**2. Acknowledgement of Country**

Acknowledgement of Country was read by the Chairperson, Cr Geoff Paine.

3 Apologies

Nil.

4 Disclosure of conflicts of interest

Nil

5. Confirmation of Minutes

Confirmation of the minutes of the Planning and Consultation Committee Meeting held on Tuesday 10 May 2022.

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| Committee Resolution |
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MOVED: Cr Frances Eyre

SECONDED: Cr Peter Perkins

That the Committee (acting under delegation from Council) confirms the minutes of the Planning and Consultation Committee Meeting held on Tuesday 10 May 2022 (**Attachment 1**).

CARRIED UNANIMOUSLY

6. Officers' reports

PCC.020/22 Nillumbik Neighbourhood Character Strategy - Response to first round of public engagement

Item: Consultation Matter

Distribution: Public

Manager: Rosa Zouzoulas, Executive Manager Planning and Community Safety

Author:

Leigh Northwood, Strategic Planning Lead

Summary

This report summarises and considers the response to a first round of public engagement that was recently conducted in developing a new Nillumbik Neighbourhood Character Strategy.

A Neighbourhood Character Strategy (NCS) is an important policy document to enable Council to identify and protect neighbourhood character in residential areas. Council has an existing NCS which dates from 2003 and a new strategy is now required. Developing a new NCS is a priority action in the current Council plan.

The project to develop a new NCS includes three rounds of public engagement. The first round of engagement (the subject of this report) was conducted from 28 March to 8 May 2022 (over 6 weeks) for the purpose of eliciting community response regarding what is important to the neighbourhood character in the Shire and how can future development best support neighbourhood character.

Council received 332 written responses to the engagement, plus additional feedback received verbally from a number of Council's Community Advisory Committees and at information stalls held during the engagement. There is a strong emphasis in the feedback received on the importance of vegetation and landscape in defining the local neighbourhood character in Nillumbik and many suggestions are made regarding how to ensure future development supports neighbourhood character. The key themes from this engagement are detailed in the body of this report and particular attachments.

The next stage in the project is for the results of the engagement to be synthesised with technical work to develop a first draft of the NCS, which is scheduled to be presented to the August Council Meeting with a recommendation it be endorsed for public engagement.

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

1. *Tim Phillips*
2. *Tim Phillips on behalf of Sue Dyet*
3. *Graham Fildes*
4. *Carlota Quinlan on behalf of Eltham Community Action Group*
5. *Carlota Quinlan*
6. *Anne Nielsen*
7. *Karen Olsen on behalf of Clean Energy Nillumbik.*

6. Consultation Matters

PCC.020/22 Nillumbik Neighbourhood Character Strategy - Response to first round of public engagement

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| Committee Resolution |
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MOVED: Cr Natalie Duffy

SECONDED: Cr Ben Ramcharan

That the Committee (acting under delegation from Council):

1. Notes:
 - a) The community response to the first round of engagement for the Nillumbik Neighbourhood Character Strategy.
 - b) That a first draft of the Nillumbik Neighbourhood Character Strategy is scheduled to be presented to the August 2022 Council meeting to be endorsed for public engagement.
2. Resolves that the confidential un-redacted copies of survey responses and general written submissions to the recent public engagement for the Neighbourhood Character Strategy, as provided in **Attachments 5** and **6**, remain confidential on the grounds specified in the definition of confidential information in section 3(1)(g)(ii) of the *Local Government Act 2020*.
3. Writes to all respondents to the community engagement to express Council's gratitude for their contribution and to advise them of Council's resolution and the next scheduled steps in the project.

CARRIED UNANIMOUSLY

6. Officers' reports

PCC.021/22 Draft Communications Strategy 2022-2025

Item: Consultation Matter

Distribution: Public

Manager: Blaga Naumoski, Executive Manager Governance, Communications and Engagement

Author: Licardo Prince, Communications and Advocacy Lead

Summary

This report provides a brief overview of the feedback gleaned through a round of community engagement, conducted from 29 April to 25 May 2022, on Council's Draft Communications Strategy 2022-2025 (Draft Strategy) (**Attachment 1**) and on how this feedback could inform the Strategy, when finalised.

The Draft Strategy aims to provide an overarching framework through which Council will communicate relevant information clearly, accurately and in timely fashion, to its community and other key audiences.

Ensuring the two-way flow of communication and ensuring the community is able to communicate with Council when and how it finds most appropriate is another key aim of the Draft Strategy.

These elements, along with the importance of placing access, equity and inclusion considerations at the heart of all communications between Council and its community, were prominent themes to emerge from the engagement process.

These aims will be achieved through an effective combination of approaches and channels and in pursuing a continual process of engagement, with the community, other external stakeholders and importantly, Council staff, to ensure Council has a strong insight into the community's preferred means of communication.

An increasingly fragmented communications environment highlights both, the scale of these challenges and the critical need for Council to address them.

The Community Engagement and Consultation process drew 21 formal responses. Additional verbal feedback was received from Advisory Committees, as well as at community and staff feedback and information sessions.

The feedback already received and any further feedback from the Planning and Consultation Committee meeting will be assessed and if within the project scope, will be incorporated to inform the updated final Strategy to be presented at the July Council Meeting for adoption.

Feedback received, which recommended more specific day-to-day communications actions, will also be considered as part of the detailed implementation plan which will underpin the final Communications Strategy.

The following person addressed the Committee with respect to his item:

1. Jim Connor.

Recommendation

That the Committee (acting under delegation from Council):

1. Receives and notes the submissions received from community members contained in **Attachments 2 and 3**, in respect to the Draft Communication Strategy 2022-2025 (**Attachments 1**).
2. Requests Officers to consider and incorporate feedback into the Draft Communications Strategy document where appropriate.
3. Requests Officers present the final version of the Communications Strategy 2022-2025 at the 26 July 2022 Council Meeting for formal adoption by Council.
4. Resolves that the confidential un-redacted copies of survey responses and general written submission to the recent public engagement for the Draft Community Strategy 2022-2025, as provided in **Attachments 4 and 5**, remain confidential on the grounds specified in the definition of confidential information in section 3(1)(g)(ii) of the *Local Government Act 2020*.
5. Thanks submitters for providing Council with feedback on this important matter.
6. Requests Officers write to all respondents to the community engagement to express Council's gratitude for their contribution and to advise them of Council's resolution and the next scheduled steps in the project.

Motion

MOVED: Cr Ben Ramcharan

SECONDED: Cr Frances Eyre

That the Committee (acting under delegation from Council):

1. Receives and notes the submissions received from community members contained in **Attachments 2 and 3**, in respect to the Draft Communications Strategy 2022-2025 (**Attachments 1**).
2. Requests Officers to consider and incorporate feedback into the Draft Communications Strategy document where appropriate.
3. Requests Officers present the final version of the Communications Strategy 2022-2025 at the 26 July 2022 Council Meeting for formal adoption by Council.
4. Resolves that the confidential un-redacted copies of survey responses and general written submission to the recent public engagement for the Draft **Communications** Strategy 2022-2025, as provided in **Attachments 4 and 5**, remain confidential on the grounds specified in the definition of confidential information in section 3(1)(g)(ii) of the *Local Government Act 2020*.
5. Thanks submitters for providing Council with feedback on this important matter.
6. Requests Officers write to all respondents to the community engagement to express Council's gratitude for their contribution and to advise them of Council's resolution and the next scheduled steps in the project.

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

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| Committee Resolution |
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MOVED: Cr Ben Ramcharan

SECONDED: Cr Frances Eyre

That the Committee (acting under delegation from Council):

1. Receives and notes the submissions received from community members contained in **Attachments 2 and 3**, in respect to the Draft Communications Strategy 2022-2025 (**Attachments 1**).
2. Requests Officers to consider and incorporate feedback into the Draft Communications Strategy document where appropriate.
3. Requests Officers present the final version of the Communications Strategy 2022-2025 at the 26 July 2022 Council Meeting for formal adoption by Council.
4. Resolves that the confidential un-redacted copies of survey responses and general written submission to the recent public engagement for the Draft Communications Strategy 2022-2025, as provided in **Attachments 4 and 5**, remain confidential on the grounds specified in the definition of confidential information in section 3(1)(g)(ii) of the *Local Government Act 2020*.
5. Thanks submitters for providing Council with feedback on this important matter.
6. Requests Officers write to all respondents to the community engagement to express Council's gratitude for their contribution and to advise them of Council's resolution and the next scheduled steps in the project.

CARRIED UNANIMOUSLY

6. Officers' reports

PCC.022/22 Endorsement of Nillumbik Shire Council Submission to the MAV Rules 2021-2022 Directions Paper

Item: **Consultation Matter**

Distribution: **Public**

Manager: **Blaga Naumoski, Executive Manager Governance, Communications and Engagement**

Summary

The Municipal Association of Victoria (MAV) State Council adopted a resolution on 21 May 2021 to refer a proposal to the MAV Board for a full review of the MAV Rules of Association (the Rules) (**Attachment 1**) (Review).

The stages in the Review include the distribution of a discussion paper to stakeholders, opportunities for feedback from stakeholders, then the formulation of a directions paper and feedback about the proposed direction.

The MAV Board will then be asked to consider and endorse the proposed direction for the draft Rules. Changes to the Rules will be determined by State Council and 60 per cent of MAV Representatives must vote in favour of any proposed amendments. The Governor in Council must also approve the changes.

The MAV Board appointed Mr. Phil Shanahan as the consultant to conduct the review and, Capire Consulting Group, to oversee the engagement activities which will inform the Review.

Mr. Mark Hayes, Partner Public Law at Maddocks Lawyers, was engaged to provide advice regarding the project and the drafting of the new Rules.

This report requests that the Committee (acting under delegation from Council) formally notes Council's position on the matters raised in the MAV Rules review Directions Paper (**Attachment 2**) and write to all MAV interface representatives seeking support for Council's position. Nillumbik Shire Council's Submission to MAV Rules Review 2021-2022 Directions Paper (**Attachment 3**) was submitted to the MAV Board for consideration.

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| Committee Resolution |
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MOVED: **Cr Peter Perkins**

SECONDED: **Cr Frances Eyre**

That the Committee (acting under delegation from Council):

1. Notes the MAV Rules Review Directions Paper response tabled at **Attachment 3** as put forward to the MAV Board.
2. Requests the Mayor write to all MAV interface representatives and Mayors of the 10 Interface Councils seeking support for Council's position outlining the concept and rationale.

CARRIED UNANIMOUSLY

7. Supplementary and urgent business

The Chairperson, Cr Geoff Paine sought to admit the following item of urgent business:

1. Appointment of Sub Delegate to 24 June 2022 Municipal Association of Victoria State Council Meeting.

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| Committee Resolution |
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MOVED: Cr Frances Eyre

SECONDED: Cr Ben Ramcharan

That Council, in accordance with Clause 57 of the Governance Rule Meeting Procedure, admit the item of urgent business relating to the appointment of Sub Delegate to 24 June 2022 Municipal Association of Victoria State Council Meeting.

CARRIED UNANIMOUSLY

**PCC.023/22 Urgent Business - Appointment of Sub Delegate to 24 June 2022
Municipal Association of Victoria State Council Meeting**

Item: Consultation Matter

Distribution: Public

Manager: Blaga Naumoski, Executive Manager Governance, Communications and Engagement

Author: Katia Croce, Governance Lead

Summary

Council's appointed sub delegate to the Municipal Association of Victoria (MAV) is Cr Frances Eyre.

In the event that the delegate is unable to attend the MAV State Council Annual Meeting, Council is required to appoint by resolution a sub delegate to ensure that Council has a proxy available.

This report requests that the Committee (acting under delegation from Council) formally appoints Cr Ben Ramcharan as the substitute representative to the Municipal Association of Victoria (MAV) for the MAV State Council Annual Meeting to be held Friday 24 June 2022.

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| Committee Resolution |
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MOVED: Cr Frances Eyre

SECONDED: Cr Ben Ramcharan

That the Committee (acting under delegation from Council) appoints Cr Ben Ramcharan as the substitute representative to the Municipal Association of Victoria (MAV) for the MAV State Council Annual Meeting to be held Friday 24 June 2022.

CARRIED UNANIMOUSLY

8. Confidential reports

9. Close of Meeting

The meeting closed at 8:05pm.

Confirmed: _____

Cr Geoff Paine, Chairperson Consultation Matters