

Recreation Trails Advisory Committee

Minutes



Date: Thursday 21 April 2016
Time 6.00pm – 7.00pm
Venue: Candlebark Rooms, Civic Centre, Greensborough
Chair: Rex Niven
Minute taker: Nadine Wooldridge

Order of business

1. Welcome

Attendance – Kay Cruse, Robin Gardner, Cathy Giles, Stephen Hadley, Alison Hickey, Bill Lord, David Nicholls, Rex Niven, Naomi Paton, Nadine Wooldridge.

Apologies – Cr Anika Van Hulsen, Cr Ken King, Kevin Gregg-Rowan, Mike Pelling.

In the absence of a Councillor to Chair the meeting, Bill nominated Rex as Chair, seconded by Robin. The group agreed unanimously for Rex to Chair the meeting.

2. Conflict of interest and Assembly of Councillor form

No Councillors were present at this meeting.

3. Minutes of previous meeting

The minutes of the meeting held 18 February were confirmed as a true and accurate record of the meeting by David Nicholls and seconded by Kay Cruse.

4. Business arising

David had emailed Nadine the questions relating to the Windy Mile and cycle lanes on the Wattle Glen roundabout since the last meeting. Nadine advised that Jonathan Risby, Transport and Development Coordinator, will email a response within the next few days.

5. Regional Trails update

a. Diamond Creek Trail

During the recent community consultation, nearly two hundred written submissions were received with ninety one percent (91%) in support of the proposed creek alignment for the extension of the Diamond Creek Trail to Hurstbridge.

At the Policy and Services Meeting on 12 April, fifteen submitters presented to the Committee and it was resolved to receive a further report at the Ordinary Meeting of Council.

At the Ordinary Meeting of Council on 26 April 2016, Council will consider a report that details the next steps required for Council to progress the preferred alignment along the creek.

b. Aqueduct Trail

Fencing works have been completed. The Henley Road to Calwell Road section is now complete.

6. Local Links – ECB Trail

The last few sections of the ECB Trail (Diosma Road and Eucalyptus Road) and the trail directional signage will be completed this financial year. Interpretive signage and upgraded playgrounds along the trail will be rolled out over a number of years.

Planning on the Cherry Tree Road trail has commenced. The section of the trail due to be constructed as footpath (from Heidelberg-Kinglake Road to Coolaroo Avenue) is likely to be constructed in 2016-17 or 2017-18.

The design work for the Cherry Tree Road trail will be brought back to RTAC for input once it has been completed.

7. RTAC Committee 2016-17

Christine Challis has resigned from the Committee. There are now three vacancies in the Committee for the current term to June 2017.

The recent advertisement for RTAC members did not attract any expressions of interest. The vacancies will be re-advertised following Council's decision on the next stage of the Diamond Creek Trail as we expect this to create a lot of interest in trails within the community.

8. Code of conduct – consideration of user guide for all trails

Kay has developed a draft code of conduct for circulation amongst the group.

David read out an email containing an example of successful shared use of the Diamond Creek Trail between horse riders, dogs, prams and walkers.

David asked when horse riders tended to dismount (e.g. bridges, etc.), and Cathy answered that it really depends on the rider and the particular situation.

9. Panton Hill Bushland Reserve User Group update

The recent European Heritage Walk by Rob Marshall attracted around 30 people and was very successful. The walk will be repeated for the U3A.

The planting day for the Food, Fibre & Medicine project attracted around 40 participants.

Brad Tadday, Senior Environmental Works Officer, has appointed consultants to develop an Interpretation Plan for the reserves. A workshop to gain input into the plan had around 10 participants. The outcome was that people didn't want to 'over-sign' the reserves and wanted to maintain their natural feel. The group came up with the theme 'get lost in nature' to facilitate the individual's personal encounter/relationship with the space.

ACTION - draft Interpretive Plan to be circulated to RTAC once it has been released for consultation.

The PHBRS User Group membership will be open in May. Three positions are vacant for anyone who is interested in expressing their interest.

10. Items raised by members

David informed the group that residents had met to develop a community statement on the safety works at Kangaroo Ground-St Andrews Road. They believe the solid safety barrier is 'overkill' given the statistics, that the works will cause unacceptable environmental damage (100+ trees). The works are TAC funded and so focused on car safety. He mentioned that VicRoads said they would investigate putting in a bike lane, but Steve noted that it is not on the Principal Bike Network and is therefore unlikely to be funded. Given the above, the community is now advocating for the slowing of speed limits by 10kmh to change the guarding requirements.

Stephen informed the group of the 'Bike Spot' initiative which enables cyclists to report accident black spots or dangerous locations. <http://bikespot.org.au/>

Robin pointed out that some information that was on Council's previous website, particularly regarding walking groups, is no longer available.

ACTION – Officers to investigate and update website information within the new website format.

Cathy mentioned the Clintons Road Trail where the property near the road crossing has been fenced off since its initial construction.

ACTION – Alison to investigate including installation of appropriate signage and fencing if necessary.

David expressed his appreciation for the works that have been happening on the Diamond Creek Trail, including bridge upgrades and widening works.

Nadine informed the group about a number of 'dogs on lead' pavement signs that will be installed at all trail entry points on the Diamond Creek Trail and Research Loop Trail. This is aimed at addressing ongoing issues with dog owners having their dog off-lead along the trail.

Cathy asked about vegetation management and spraying along the rural sections of the Green Wedge Trail. Stephen suggested the Green Army may be able to help with this work.

ACTION – Alison to follow up with Stacey Warmuth, acting Environmental Works Coordinator, about possible Green Army involvement.

11. Any other business

Due to a mix-up with meeting dates this year, the June and August meetings will be changed to the 4th Thursday of the month.

Updated meeting dates are:

Thursday 23 June

Thursday 25 August

Next meeting – Thursday 23 June 6.00pm – 8.00pm, Manna Gum Rooms, Civic Offices.

Date: Wednesday 27 April 2016
Time: 7.30 -9.30 pm
Venue: Living & Learning Nillumbik – 119 Cowin Street, Diamond Creek
Chair: Anthony Herrett
Minute taker: Maggie Clarke

Order of business

1. Invitees and apologies

Attended: John Zajac, Liz Buijs, Anthony Herrett, Terry Marston, Robyn Meikle, Maggie Clarke

Apologies: Ruth Bailey, Pam Miranda, Cr. Meralyn Klein

Invitees: Liz Buijs

2. Welcome

3. Conflict of interest and Assembly of Councillor form

Conflict of interest provisions are contained in section 80C of the *Local Government Act 1989*, the Councillor's Governance Code, the Employee Code of Conduct and the Volunteer Handbook. An Assembly of Councillor form must be completed at the meeting in accordance with section 80A of the Local Government Act 1989.

N/A

4. Minutes of previous meeting

That the minutes of the meeting held 24 February 2016 be confirmed as a true and accurate record of the meeting. (**Note** - March meeting was cancelled)

Moved: Robyn Meikle

Seconded: Terry Marston

5. Business arising from previous minutes

NIL

6. Confirmation of new membership – Pam Miranda

Paperwork is still to be signed however Pam is overseas at this time.

7. Diamond Creek renovation and further funding application - Liz

Upstairs renovation has been completed – usage has already increased and the space is a lot more user friendly.

A new application has been submitted to the Scullin Grant - \$19K from the grant, \$13,000 from ACFE and \$12,500 from NSC to undertake the renovations on the down stairs area. Submitted 27/4/16.

8. Policies – Hardship Policy - Liz

This policy is only in an early draft version for consideration. Copies were handed out. Liz outlined the process to date and asked people to consider what is in the hand out then look at the old version as a comparison to inform further development of the policy.

Issues for discussion:

Fundraising to support special consideration applications –it was agreed that this is not relevant to the policy and that this needs to sit within a fundraising policy.

Consideration – suggestion to have dot points that outline the limitations that may impact a decision as a guide

Query around the inclusion of assessment in this policy? It was agreed that assessment is covered in another policy and could be removed from this one.

ACTION: COM to send any feedback on the policy to Liz – or Maggie

9. Higher Education and Skills performance review

This review was carried out on 26 April by Protiviti at the Eltham site. They reviewed the Early Childhood program documents and their team also visited Edendale Farm to check out the training facilities. Interviews with trainers and students were also conducted as part of the review.

We will have a report back from the Department of Education within 6 weeks.

10. CAIF round 8 application – Partnership Project with mental health services sector – this application to the Adult Community and Education Board was unfortunately unsuccessful. We will consider re-applying in the next round but will consult with the mental health sector partners before a decision is made.

11. 2015 Graduation Ceremony

The ceremony was held on 17 March and was attended by approximately 240 people – 113 people graduated from a qualification course. The Mayor, Cr Bronnie Hattam gave out certificates and Cr Meralyn Klein spoke on behalf of the Committee.

12. Presentation to Council – 15 March 2016

Maggie made a presentation to the Councillors on 15 March outlining the activities of L&LN over the past 12-18 months and highlighted some of the challenges and opportunities that the team are working through.

13. ACFE Learn Local Awards – close 3 June

Applications for these awards are being considered by the team and the COM have been asked to consider any support that they may be able to give in terms of writing the nominations.

14. Other business

14.1 Mental Health First Aid – a 2 day course will be running on 18 & 25 June at Edendale Farm for staff, trainers and volunteers – anyone who is interested should contact Maggie to book a place.

14.2 Annual Report – It has been decided to commence producing an annual report again. The anticipated timeframe is to have it completed by the end of June and it will be for the 2015 year. We will be seeking input from COM by way of a report from the Chairperson – Maggie will communicate with Anthony on this.

14.3 Activities for COM input –

Fundraising activities – we are considering what fundraising activities we can commit to this year – one idea is around a Film Night – Terry suggested this could extend to tickets to the Eltham Little Theater as well.

Strategic planning process – We will commence work on our new Strategic Plan around mid year – Robyn has expressed interest in being involved in the development of the process for this. Planning workshops will be organised for all COM as part of this work.

Nominations – as mentioned a call for COM support with the ACFE award nominations – Ruth has indicated that she is interested in this.

COM recruitment packs – Maggie has suggested that it would be good to develop some information for prospective COM members

15. Next meeting date and location

25 May – 18 Bishops Road Panton Hill

Agricultural Advisory Committee

Minutes



Date: Thursday 12 May 2016

Time 4.00 pm

Venue: Manna Gum Room 1 & 2, Civic Centre, Greensborough

Chair: Cr Ken King

Minute taker: Tim O'Donnell

Order of business

1. **Welcome** (attendance and apologies)

Attendance: Cr Ken King, Cr Anika Van Hulsen, Pat Vaughan, Alex Sutherland, Rob Bassett-Smith, Sue Apted, Tim O'Donnell, Ross Macmillan. Welcome to George Apted who is replacing Barrie Apted on the Committee (in a non-voting capacity).

Apologies: Barrie Tully, Barrie Apted, Julia Gibson.

Motion: That a letter of appreciation be prepared and signed by the Chair to be sent to Barrie Apted in appreciation of the input that he has provided since the inception of the Committee. All Agreed.

Motion: That between now and the next meeting, officers organise a public advertisement for expressions of interest for membership of the Agricultural Advisory Committee. All Agreed.

2. **Conflict of interest and Assembly of Councillor form**

Conflict of interest provisions are contained in section 80C of the Local Government Act 1989, the Councillor's Governance Code, the Employee Code of Conduct and the Volunteer Handbook. An Assembly of Councillor form was completed in accordance with the Act. No Conflicts of interest were declared.

3. **Minutes of previous meeting**

That the minutes of the meeting of Thursday 10 March 2016 are confirmed as a true and accurate record. Moved- Sue, Seconded- Ken. Carried.

4. **Actions arising from previous minutes-** See over page for updated list.

Note in relation to action list item 86: Tim advised that '52' does not refer to the number of farms within the SLO that are on the Farm Rate, but is the code number for the farm rate. The actual number of properties mapped as being on the farm rate within the SLO is much closer to the expected 172.

5. **Update on amendments C81 Significant Landscape Overlay and C101 Environmental Significance Overlay**

Alison Fowler, Senior Strategic Planner, summarised the processes that have been followed to date for both the C81 and C101 amendments. C81 was referred to an independent Planning Panel for consideration and the panel report is available on the Nillumbik Council Website. The next decision point for C81 will be the Ordinary Council Meeting on 24 May.

Alison tabled a frequently asked questions document in relation to C101 and also advised that a whole range of regularly updated information can be accessed on the top left hand corner of the Nillumbik Council Website homepage. This includes information regarding a motion to rescind the previous decision of Council to refer Amendment C101 to an independent planning panel. This rescission motion will be dealt with during the 24 May Ordinary Council Meeting.

The Committee then discussed issues relating to planning permit exemptions listed in C81 and C101 in relation to rural fencing. Pat outlined that Council is keen to make the ESO mapping as accurate as possible and that there is likely to be an extension to the time period for which landholder can request an inspection and potential adjustment of the ESO mapping on their properties. This will be dependent on the outcome of the rescission motion on 24 May.

Sue outlined that the current exemptions relating to C81 & C101 amendments are not sufficient to allow the construction of a standard cattle and sheep exclusion fence and that the following. Sue suggested fence design features values should be permitted without the need for a permit:

- Up to 8 strands of plain wire for a maximum 1.4m high fence
- No requirement for a 300mm gap at the base of the fence
- To allow the use of barbed wire if essential.

Further discussion from landholder committee members supported the overall concept that the permit exemptions should enable construction of a fence that is 'fit for purpose' in relation to securely containing agricultural stock of any specified type.

Alison outlined that that the permit procedure for any rural fencing that falls outside the exemption will be likely to be very low cost; possibly free (depending on the projected cost of the fence) and also that in these cases the permit process would most likely be 'fast tracked'. (Note: it has been confirmed subsequent to the meeting that the permit costs are as follow-

- For fencing at a cost less than \$10,000 - associated with a dwelling use – no fee.
- For a fence associated with agriculture or other non-residential use - \$102.)

Rob Bassett-Smith tabled and spoke to the following motion that he requested be put to the Councillors to consider at the Council meeting 24/5/16: *That Nillumbik Shire Council abandon both C81 and C101 Overlay Amendments to allow the Green Wedge to be sustained with an innovative environmental land management code allowing land owners to be fully engaged and encouraged to be proactive with the offering of positive and negative sanctions that will allow for ongoing social cohesion.* Rob outlined that this motion has come about as a result of attending several Council meetings on the topic and also having wide consultation with other landholders.

Landholder committee members were given the opportunity to comment on the above motion and there was a mixed response and not enough support for the motion to be carried as tabled. Arguments against included that while many landowners were managing their land well, others were not and it was appropriate that there be controls. Pat informed the Committee that it was a legal requirement that the ESO be reviewed. Rob asked whether a review required there to be changes. Alex said it would be a waste of money to abandon the amendment and then have to start all over again.

6. Agricultural Advisory Committee top achievements to date

The committee listed the following:

- Retaining and amending the Sustainable Agricultural Rebate Process.
- Initiating and running two well-attended Open Farm Day events.

- Strengthening the local law to facilitate enforcement action on Blackberry control.
- Supporting and assisting Ross in the preparation of the farming in Nillumbik Document.
- The very fact that farmers have been recognised as an important part of Nillumbik and that Council has agreed to set up and continue this Advisory Committee.
- Farm rate form modifications (still on-going) and rationalisation of the Farm rate recipients.
- Raising awareness and obtaining expert advice regarding the Kangaroo issue (e.g. presentation to the Committee by Tom Thuys from DEPI).
- Committee input and comment on several Council documents, management plans, policies and publications including:
 - Roadside Management Plan
 - Biodiversity Strategy
 - Property Management Planning Manual and Templates
 - The Live Local Plant Local publication update
 - Common Weeds of Nillumbik publication update
 - Invasive Species Action Plan
 - Climate Change Action Plan
 - Significant Landscape Overlay Planning Amendment
 - Environmental Significance Overlay Planning Amendment.
- Consideration of a proposal for Council to be involved with an urban and regional food network called 'Food Alliance'.

7. A report on the Hurstbridge and Eltham Farmers markets

Tim outlined that data has been provided for the Hurstbridge farmers market by Nillumbik's Business Development and Tourism Team. Figures were not tabled at the meeting but have since been confirmed to show that over the three year period between 2013 and 2015 a total of 37,876 people have attended the Hurstbridge farmers market at which there has been an average of 30 stalls on each occasion. This agenda item will be revisited once the figures for the Eltham farmers market have been confirmed.

8. Update regarding the Farm Rate Application Form

The Committee reiterated that the Farm Rate application form should start off by listing the simplest way to satisfy the farm rate eligibility (e.g. the letter from an accountant and/or the codes that the ATO uses as specific identifiers for primary production businesses). In a similar fashion to bank account applications, once applicants have accumulated a certain number of points in relation to their answers, they will then be able to proceed directly to the statutory declaration section.

9. Other items

None discussed.

10. Next meeting – 4pm Thursday 14 July in the Sundew Room (or other to be advised).

Updated progress list regarding actions arising from previous meetings

Action #	Action	Date initiated	Person Responsible	Status
N/A	Inform Tim O'Donnell ASAP after receiving minutes for the AAC meeting if there are suggested changes. No comments will be regarded as acceptance and the minutes will then be forwarded onto all Councillors.	10/03/16	All	Permanent Ongoing
82	Work with revenue services to update the Farm Rate Application Form and then circulate it to the Committee. Will also involve Updating Farm rate accountant letter wording and check this with Rob Bassett-Smith	11/06/2015	Tim	Initiated but ongoing
84	Investigate link to Farming in Nillumbik document to Nillumbik Landcare Network Website.	13/08/2015	Tim	Initiated but needs final check
86	Check the map previously produced that displays the distribution of properties on the Farm Rate and that have a SLO. (current version has only 52 properties, should be 172)	10/12/2015	Tim	Completed -
90	Seek (from Annemarree) and circulate " <i>what are roos costing you</i> " document.	10/03/2016	Tim	Commenced
91	Draft (with Malcolm Hackett) additional statement regarding hay cutting for the 2016 Fire prevention notice.	10/12/2015	Sue	Updated
95	Committee list out top 10 achievements. Circulate ideas to Tim. This will be an agenda item at the next meeting.	10/03/16	All	Completed
96	Circulate any updates on RHDV K5 release to all.	10/03/16	Tim	Ongoing
97	Get Agricultural Advisory Committee added to recipient list for NLN minutes.	10/03/16	Tim	Needs checking
98	Contact Victrack regarding AAC concern regarding excessive Blackberry infestation along rail corridors.	10/03/16	Tim	Needs doing
99	Check records for repeating noxious weed offenders and inform committee of potential enforcement cases	10/03/16	Tim	Needs doing
100	Investigate Blackberry issues on Nillumbik land and find out how much Council is spending. Reported during this meeting to be around \$20K (source Andrew Knight)	10/03/16	Tim	Complete
101	Obtain some data from Darko/Christine on numbers at the various markets	10/03/16	Tim	Complete
102	Pass suggestion regarding an environmental award for Peter Rynia onto the appropriate person.	10/03/16	Tim	Noted
103	Prepare and send a letter of appreciation to Barrie Apted.	12/05/16	Tim/Ken	New
104	Organise a public advertisement for expressions of interest for membership of the Agricultural Advisory Committee	12/05/16	Pat	Updated action
105	Find attendee and stall number figures for the Eltham farmers market.	12/05/16	Ken	New