

Terms of Reference

Name

Project Reference Group (PRG) of the Eltham and Diamond Creek Activity Centres Urban Design Provisions Review (the Review)

Classification

Project Reference Group

Purpose

To advise and assist Council in conducting a review of the urban design provisions which apply to the Eltham and Diamond Creek Activity Centres.

Objectives

- To assist with the Review of the Eltham and Diamond Creek Activity Centre Urban Design Provisions, particularly by assisting Council to identify:
 - Issues with the urban design provisions which are applied to the Eltham Town Centre (Precincts 1-4 of the Eltham Activity Centre) and the Diamond Creek Activity Centre.
 - Solutions to any issues identified, including actions to implement these solutions.

Membership and chairperson

- Two Councillors.
- Chairperson to be an appointed Councillor.
- An urban design consultant engaged by Council to produce a report for the Review.
- Four community representatives, appointed by Council following a public call for nominations.
- Council staff to provide support.

Term of appointment

11 months, unless otherwise extended.

Quorum

A meeting can only take place with a minimum quorum of:

- Four (4) members.
- One member of Council staff.

Member responsibilities

In order to fulfil the Forum's objectives, members are expected to:

- Prepare for, attend and actively participate in meetings of the group.
- Undertake induction as a volunteer of Nillumbik Shire Council.

Selection Criteria for Community Representatives

- Preferably resides or owns land in the Shire of Nillumbik and preferably in Diamond Creek or Eltham.
- Has a qualification, expertise or interest relevant to the review and/or represents a group to which the review is relevant.
- Is motivated and willing to assist the review by working in a collaborative and respectful manner within the PRG and subject to that group's Terms of Reference.

Meeting frequency

Five meetings of the PRG are scheduled to be held during the course of the Review, but other meetings may be required.

Management of Committee

- Council will be responsible for the preparation of meeting agendas, minutes, reports and other administrative functions.

Reporting procedure

- The PRG is not a decision making body and does not require voting protocols or other decision making mechanisms.
- Any formal advice provided by the Committee will be reached by consensus. Where differing views may be expressed by the Committee, these views will be reflected in any reports and statements issued.
- Minutes of the meetings are presented to Council at the next scheduled Council meeting.

Public Statements

Any public statements made by the Chair or ordinary members of the PRG must be in accordance with Council's media protocol.

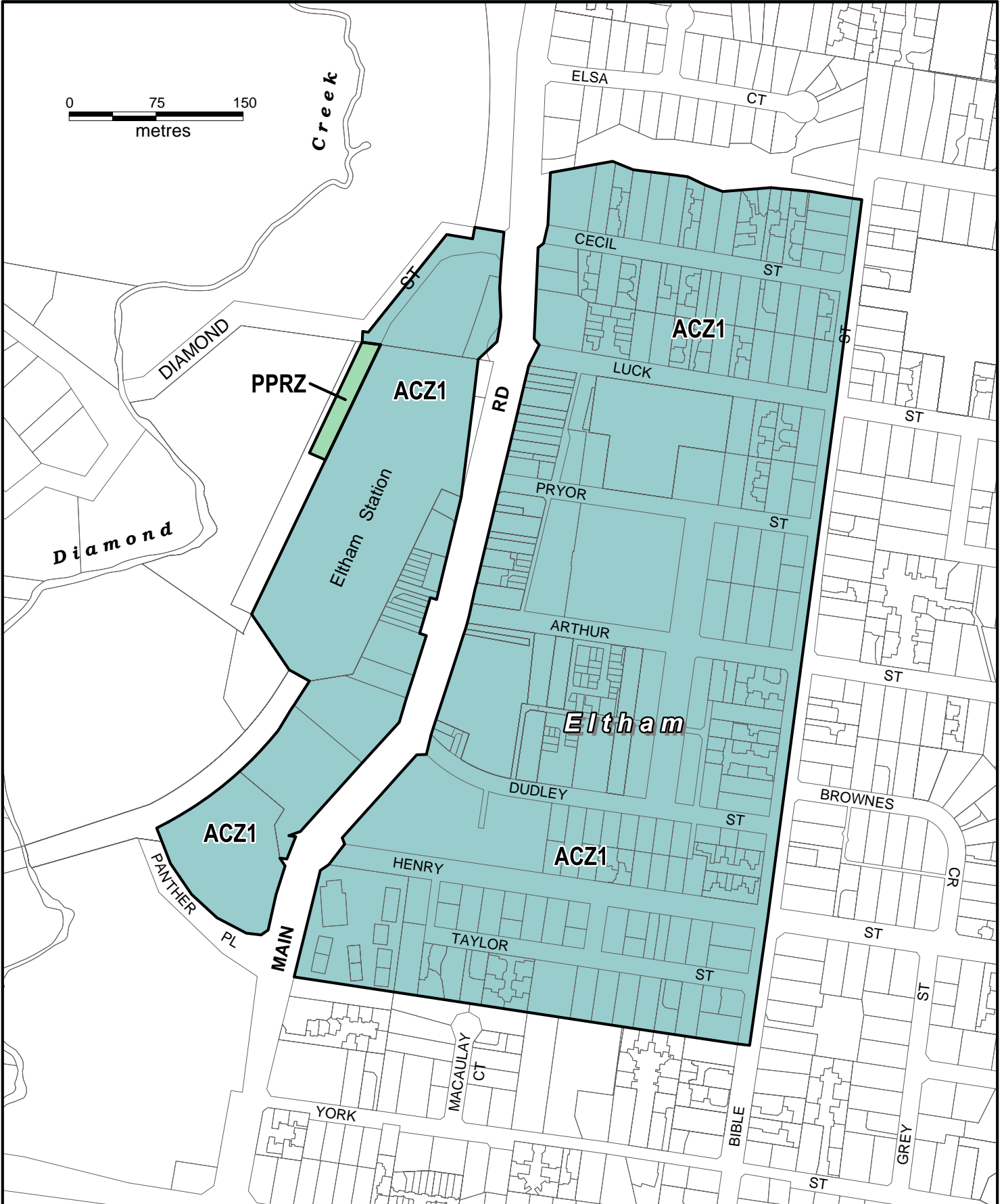
Council Contact

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Approval date

28 November 2017

NILLUMBIK PLANNING SCHEME

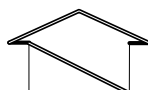


LEGEND

- ACZ1** Activity Centre Zone - Schedule 1
- PPRZ** Public Park & Recreation Zone

Part of Planning Scheme Map 13

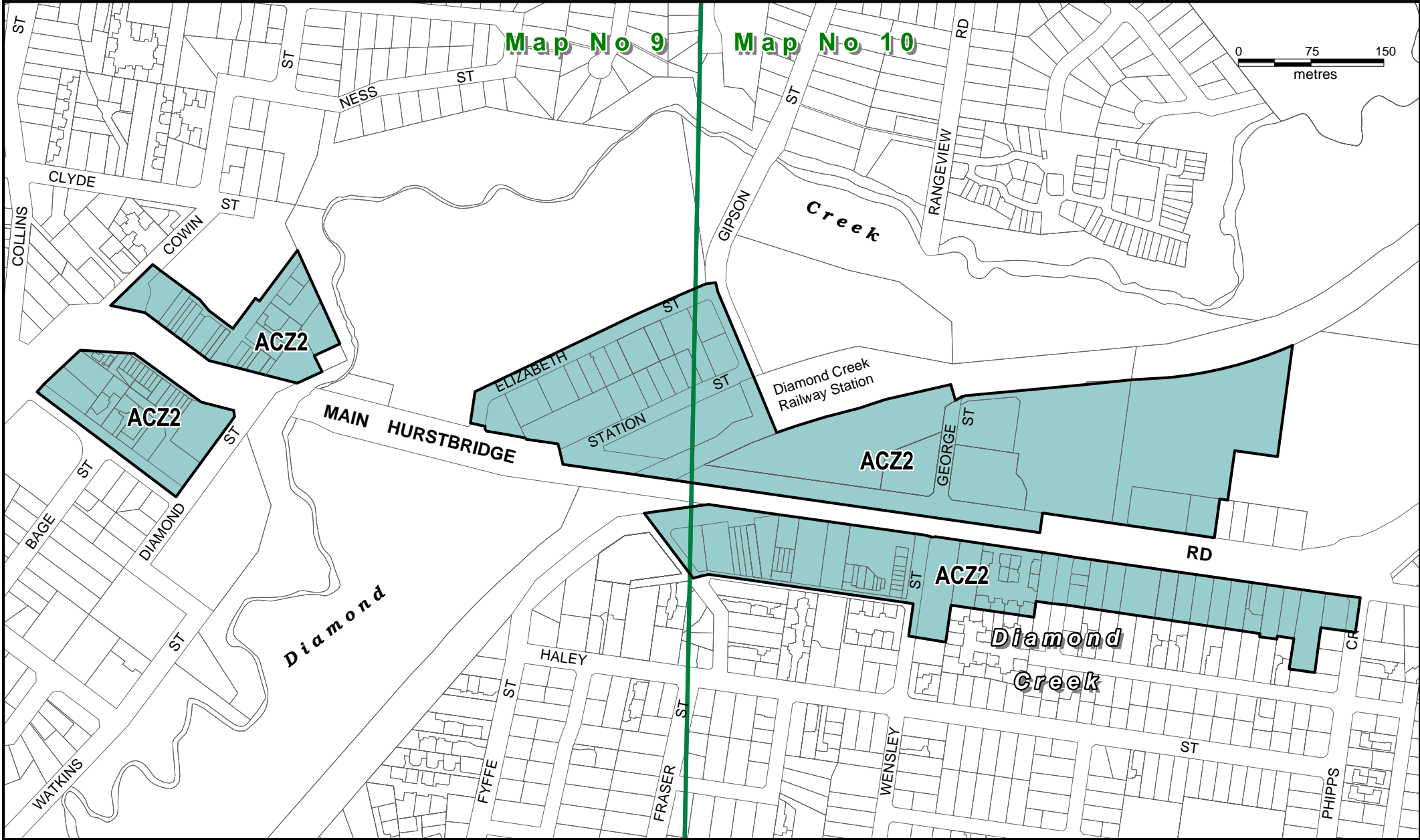
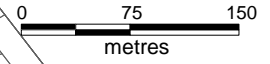
AMENDMENT C106



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Map No 9

Map No 10



LEGEND

ACZ2 Activity Centre Zone - Schedule 2

Part of Planning Scheme Maps 9 & 10

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