
**SCENIC HILL USER GROUP
HELD IN THE MURRAY ROOM ON
TUESDAY, 24 MARCH 2026 COMMENCING AT 4:35 PM**

PRESENT

Councillor Jenny Ellis (Chair), Councillor Laurie Testoni, Denis Couch (Community Representative), Helen Vowles (Community Representative), Timothy Ellis (Community Representative - Zoom)

Quorum = 3

STAFF

Director Sustainable Development, Joe Rizzo, Director Economic & Organisational Development, Shireen Donaldson, Director Infrastructure & Operations, Phil King, Tourism Manager, Mirella Guidolin and Minute Secretary, Leanne Austin

1 APOLOGIES

Councillor Ellis advised she had been notified by Lachlan Weymouth that he wished to tender his resignation from the Committee.

RECOMMENDED on the motion of Denis Couch and Councillor Lou Testoni that:

- (a) Apologies be received from Ronald Anson (Community Representative) and Sally Bamblett (Community Representative).
- (b) Council accept the resignation from Lachlan Weymouth.

2 CONFIRMATION OF MINUTES

RECOMMENDED on the motion of Denis Couch and Tim Ellis that the minutes of the previous meeting held on 16 December 2025, having first been circulated amongst all members, be confirmed.

3 BUSINESS ARISING

Nil.

4 DECLARATIONS OF INTEREST

Pecuniary Interests

There were no pecuniary interests declared.

Significant Non-Pecuniary Interests

There were no significant non-pecuniary interests declared.

Less Than Significant Non-Pecuniary Interests

There were no less than significant non-pecuniary interests declared.

5 ITEMS OF BUSINESS

CL01 QUOTATION 12-25/26 - SCENIC HILL MASTERPLAN - REQUEST FOR QUOTATION (RFQ)

Mr Rizzo advised the quotation for the Scenic Hill Masterplan had closed on 22 December 2025. Eight high quality submissions were received with Nangle Landscape Architecture being the preferred contractor.

The contractors will liaise with Committee members as part of the preparation of the Masterplan.

RECOMMENDED on the motion of Councillor Lou Testoni and Tim Ellis that the information be received.

CL02 CLEAN UP EVENT - RISK ASSESSMENT

Mrs Donaldson provided an overview of Council's generic Event Risk Assessment template and one specifically prepared for Scenic Hill Clean-up, noting that the templates must be tailored to the specific circumstances of each event.

The Committee discussed a recent community-led clean-up event held at Scenic Hill. Councillor Testoni asked whether community groups could prepare their own risk assessments to run similar clean-up activities without Council involvement. Mrs Donaldson advised that any community group undertaking such activities should hold its own public liability insurance and ensure appropriate safety measures are in place for participants.

Mr Rizzo noted that if Council is aware of an event occurring—particularly at Scenic Hill—there are certain obligations that must be met due to Council's role as custodian of Crown Land.

Mrs Donaldson further advised that if Council were to participate in such events, this would require a full risk assessment, implementation of control measures and supervision of volunteers by Council staff.

Phil King left the meeting at 4:54 pm.

Mrs Donaldson suggested that Clean Up Australia Day may provide a more suitable structure for community groups wishing to undertake clean-up activities. She reiterated the need for a clear framework to ensure participant safety, noting that volunteers must have clear guidelines and be appropriately supervised.

Councillor Ellis proposed that Council consider organising a future clean-up event and requested that a generic sample risk assessment be published on Council's website for community groups to reference when planning their own activities.

Mr Rizzo added that the Department of Crown Lands may raise concerns about

unsanctioned activities on Crown Land; however, clean-up initiatives might be incorporated into future grant funding.

RECOMMENDED on the motion of Helen Vowles and Councillor Jenny Ellis that the information be received.

Phil King returned to the meeting at 5:07 pm.

6 OUTSTANDING ACTION REPORT

Mr Rizzo advised that Council had submitted an Expression of Interest (EOI) for the Waste and Sustainable Materials (WASM) Litter Prevention Grants Program. He noted that Council had received positive feedback and would progress to the next stage with an application focused on litter control and community education.

Ms Vowles asked whether Council could also explore grant opportunities related to illegal dumping. Councillor Ellis suggested that the Committee develop a strategic plan to address rubbish management more broadly.

Mr Couch reported that he would be trialling a solar-powered surveillance camera and would provide an update to the Committee at the next meeting.

Mr Rizzo added that previous surveillance cameras had been subject to vandalism and required placement in metal enclosures; however, such protective measures could be incorporated into a future grant proposal as a deterrent to illegal dumping.

Councillor Ellis thanked Tim Ellis for completing the signage audit. Mr Rizzo advised that the audit provided valuable information and that Council would include the findings as part of the grant application.

7 GENERAL BUSINESS

7.1 Scenic Hill Masterplan

Councillor Ellis enquired about the timeline for preparation of the Scenic Hill Masterplan. Mr Rizzo advised that the proposed schedule spans from 23 March to 3 July 2026.

7.2 Illegal Dumping Scenic Hill

Mr Ellis reported a significant dumping of rusty materials and general rubbish at the point where the fire trail branches toward the old lookout. He further noted that tree cuttings and branches had been dumped in other locations.

Mr Ellis enquired about progress on Council's CRM system. Mrs Donaldson advised that the new system is currently being implemented; however, it will be some time before external customer requests can be lodged through the new platform.

Councillor Ellis suggested that, in the interim, Committee members could contact a Councillor to lodge a CRM request on their behalf.

7.3 Contractor Clean-up

Mr Couch enquired if contractors could be engaged using the allocated budget to remove difficult to access rubbish at the old tip site.

Councillor Ellis requested that Mr King provide the Committee with dates for two annual clean ups. Mr King asked the Committee to identify any priority areas for inclusion in the scheduled clean-up activities.

8 NEXT MEETING

The next meeting of the Scenic Hill User Group is to be held on Tuesday, 30 June 2026 at 4:30 pm.

There being no further business the meeting terminated at 5:34 pm.