|  |  |
| --- | --- |
|  | |
| **AGENDA**    **Special Council Meeting**  **Wednesday, 27 October 2021**  **In accordance with s.395 of the *Local Government Act 2020*, this meeting will not**  **be available for public attendance, however will be streamed live via accessing the**  **Council Internet site.** | |
| **I hereby give notice that a Special Meeting of Council will be held on:** | |
| **Date:** | **Wednesday, 27 October 2021** |
| **Time:** | **6.00pm** |
| **Location:** | **Online** |
| **Derek Madden**  **Chief Executive Officer** | |

**Order Of Business**

[1 Opening of Meeting and Prayer 5](#_Toc85720330)

[2 Acknowledgement of Country 5](#_Toc85720331)

[3 Recording of the Meeting 5](#_Toc85720332)

[4 Present 5](#_Toc85720333)

[5 Apologies 5](#_Toc85720334)

[6 Disclosure of Conflicts of Interest 5](#_Toc85720335)

[7 Presentations/Deputations 6](#_Toc85720336)

[8 Community Strengthening Reports 7](#_Toc85720337)

[8.1 Health and Wellbeing Plan 2021-2025 7](#_Toc85720338)

[8.2 Health and Wellbeing Plan 2017-2021 - Year 4 Review and Final Progress Report 12](#_Toc85720339)

[9 Customer Care and Advocacy Reports 16](#_Toc85720340)

[9.1 10-Year Financial Plan 2021-2031 16](#_Toc85720341)

[10 Closed Session of the Meeting to the Public 18](#_Toc85720342)

[11 Meeting Closure 18](#_Toc85720343)

1 Opening of Meeting and Prayer

Almighty God be with us as we work for the people of the Shire of Moorabool. Grant us wisdom that we may care for the Shire as true stewards of your creation. May we be aware of the great responsibilities placed upon us. Help us to be just in all our dealings and may our work prosper for the good of all. Amen.

2 Acknowledgement of Country

I acknowledge the Traditional Owners of the land on which we are meeting. I pay my respects to their Elders, past and present, and the Aboriginal Elders of other communities who may be here today.

3 Recording of the Meeting

In accordance with Moorabool Shire Council’s Governance Rules, the meeting will be livestreamed.

4 Present

5 Apologies

6 Disclosure of Conflicts of Interest

Conflict of interest laws are prescribed under the *Local Government Act 2020* (the Act) and in the Local Government (Governance and Integrity) Regulations 2020 (the Regulations). Managing conflicts of interest is about ensuring the integrity and transparency of decision-making.

The conflict of interest provisions under the Act have been simplified so that they are more easily understood and more easily applied. The new conflict of interest provisions are designed to ensure relevant persons proactively consider a broader range of interests and consider those interests from the viewpoint of an impartial, fair-minded person.

Section 126 of the Act states that a Councillor has a conflict of interest if they have a general conflict of interest or a material conflict of interest. These are explained below:

* A Councillor has a general conflict of interest in a matter if an impartial, fair-minded person would consider that the member’s private interests could result in them acting in a manner that is contrary to their public duty as a Councillor.
* A Councillor has a material conflict of interest in a matter if an affected person would gain a benefit or suffer a loss depending on the outcome of the matter.

A relevant person with a conflict of interest must disclose the interest in accordance with Council’s Governance Rules and not participate in the decision-making process on the matter. This means the relevant person must exclude themselves from any discussion or vote on the matter at any Council meeting, delegated committee meeting, community asset committee meeting or, if a councillor, any other meeting conducted under the auspices of the council. The relevant person must also exclude themselves from any action in relation to the matter, including an action taken to implement a council decision, for example, issuing a planning permit.

7 Presentations/Deputations

The Council has made provision in the business of the Ordinary Meetings of the Council for the making of presentations or deputations to Council in relation to matters presented on the agenda for Council consideration.

Persons wishing to make a presentation or deputation to Council on a matter included in the agenda shall inform Council prior to the meeting by contacting the Chief Executive Officer’s office and registering their name and agenda item being spoken to.

At the meeting the Mayor will invite the persons wishing to make a presentation or delegation to address the Council on the agenda item.

The person making the presentation or deputation is to stand and address Council on the item.

No debate on the item is permitted between the person making the presentation or delegation and the Council.

A maximum of three minutes per presentation or delegation will be allocated. An extension of time may be granted at the discretion of the Mayor.

Councillors, through the Mayor, may ask the person making the presentation or delegation for clarification of matters presented.

The Mayor may direct that a member of the gallery ceases speaking if the above procedure is not followed.

8 Community Strengthening Reports

8.1 Health and Wellbeing Plan 2021-2025

**Author: Belinda Stewart, Manager Active Ageing & Diversity**

**Authoriser: Sally Jones, General Manager Community Strengthening**

**Attachments: 1. Moorabool Health and Wellbeing Plan 2021-2025 (under separate cover)**

**2. Community Feedback (under separate cover)**

Purpose

The purpose of this report is to provide information on the feedback received during the public exhibition of the Draft Moorabool Health and Wellbeing Plan 2021-2025 and seek Council adoption of the Moorabool Health and Wellbeing Plan 2021-2025 which has been provided as Attachment 1.

Executive Summary

 Council undertook a deliberative engagement process between February 2021 and June 2021 to identify the current challenges, issues and strengths pertaining to community health and wellbeing.

 The deliberative engagement program included community feedback via the ‘Have your Say’ portal, postcard feedback, phone survey feedback and hard copy survey feedback.

 A number of stakeholder consultations and workshops were also facilitated with a range of local service providers, local sports providers, Djerriwarrh Health Services, Ballan District Health and Care, Women’s Health Grampians, State Government, Victoria Police, Councillor representatives and internal stakeholders.

 Key data pertaining to local Moorabool Shire demographics and regional data sets have been reviewed and considered by the stakeholder consultation groups.

 The development of the proposed Health and Wellbeing Plan 2021-2025 has been informed by the recently adopted Community Vision 2030 and Council Plan 2021-2025, in addition to a review of data, feedback from stakeholder consultations and community and contains the measures required to deliver the strategic objectives over the next four years.

 Council undertook a four week public exhibition period of the draft Moorabool Health and Wellbeing Plan 2021-2025 to seek community and stakeholder feedback.

 Feedback received from community and stakeholder representatives has been incorporated into the Health and Wellbeing Plan 2021-2025.

|  |
| --- |
| Recommendation  **That Council adopts the Moorabool Health and Wellbeing Plan 2021-2025, which incorporates community and stakeholder feedback received during the public exhibition period.** |

Background

The Moorabool Health and Wellbeing Plan 2021-2025 is a four-year plan aimed at enhancing the health and wellbeing of the Moorabool community. The plan captures the health and wellbeing status of residents and presents a plan in partnership with local health providers and community organisations to improve the health and wellbeing of the Moorabool community.

Following a briefing with Council on 1 September 2021, the draft Moorabool Health and Wellbeing Plan 2021-2025 was on public exhibition via Council’s ‘Have Your Say’ platform from 2 September to 30 September 2021. Stakeholder organisations were invited to provide feedback directly to the Health Promotion Officer.

**Consultation and Feedback**

Requests for feedback were promoted using Council’s social media platforms and a poster campaign was developed directing responses to Council’s ‘Have Your Say’ portal. Internal and external stakeholders were contacted and provided responses via email and telephone.

Below is a summary of community and stakeholder feedback responses between 2 September and 30 September 2021. Five responses were received from the community (three from the Bacchus Marsh area and two from Gordon):

 Three suggested actions referred to actions already within the Draft Moorabool Health and Wellbeing Plan 2021-2025;

 Five suggested actions referred to projects and strategies that are already in progress or are out of scope of the Draft Moorabool Health and Wellbeing Plan 2021-2025;

 Feedback relating to four Council service areas and strategies will be directed back to those areas for their information or consideration;

 One response provided contact details – response to their feedback to be provided by email.

Whilst only 5 community responses were received, there were a total of 98 webpage views pertaining to the consultation period in addition to 146 downloads of the Draft Plan by visitors to Council’s website.

A copy of the community feedback has been provided as Attachment 2 to this report.

**Review of Feedback**

In reviewing the feedback and suggested actions, consideration was given to:

 Evaluating if feedback and suggested actions were out of scope of a Health and Wellbeing Plan;

 Whether feedback and suggested actions had been documented in the Council Plan or other Council strategies.

Minor adjustments regarding year of action, names of responsible Council Officers and stakeholders responsible for implementation of actions, for reporting purposes have been identified.

**Recommendations to changes to the final Moorabool Health and Wellbeing Plan 2021-2025**

After review and consideration of feedback received on the Draft Moorabool Health and Wellbeing Plan 2021-2025 between 2 and 30 September 2021, the following changes and insertions are recommended:

| **Draft Plan Reference** | **Feedback source** | **Recommended Changes** |
| --- | --- | --- |
| Outcome: a reduction in the consumption and use of alcohol and other drugs  Action: reinstate drug, alcohol and family violence counselling for young people (page 24) | Moorabool Youth Services | The word “reinstate” is replaced with “improve access to services”.  Moorabool Youth Services have clarified that multiple services are currently servicing Moorabool young people through outreach and online options. Information and awareness have been identified as the key issues for families. |
| Health Theme: Mental Health  (page 19) | Moorabool Youth Services | Include the following strategy:  Access to youth specific Mental Health training  Action: Delivery of youth specific Mental Health First Aid Training.  Funding is secured to implement this action and it will support Councillor’s position on provision of actions relating to suicide prevention.  Lead – Youth Services  Stakeholders – Schools, Clubs and Community Organisations. |
| Council’s Planning Framework (page 12) | Moorabool Manager Growth & Development | Add Municipal Strategic Statement to the diagram |
| Message from the Mayor (page 5) | Moorabool Health Promotion Officer | Add the complete Moorabool Shire Council Community Vision and Municipal Strategic Statements |
| Whole Document | Moorabool Health Promotion Officer | Adjust references to Ballan District Health and Care to reference Mecwacare as a partner where appropriate. Mecwacare has acquired Ballan District Health and Care and will officially commence service provision on 1 Nov 2021. |
| Whole Document | Moorabool Health Promotion Officer | Adjust references to Djerriwarrh Health Services to reference Western Health  as a partner where appropriate. Western Health merged with Djerriwarrh Health Services on 1 July 2021. |

Proposal

It is proposed that Council adopts the Moorabool Health and Wellbeing Plan 2021-2025 in accordance with the feedback received by the community and stakeholders.

Council Plan

The Council Plan 2017-2021 provides as follows:

**Strategic Objective 4: Improve Social Outcomes**

**Context 4A: Health & Wellbeing**

The proposal that Council adopts the final progress report of the Moorabool Health and Wellbeing Plan 2017 – 2021 inclusive of the Year 4 action summary is consistent with the Council Plan 2021-2025.

Financial Implications

There are no financial implications associated with this recommendation.

Risk & Occupational Health & Safety Issues

|  |  |  |  |
| --- | --- | --- | --- |
| **Risk Identifier** | **Detail of Risk** | **Risk Rating** | **Control/s** |
| Reputation within public and stakeholders | Plan is not implemented within set timelines. | Medium | Monitoring of plan |
| Does not meet legislative requirements | Plan is not implemented or approved as required by Health Legislation. | Medium | Council adoption of Plan. |

Communications & Consultation Strategy

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Level of Engagement** | **Stakeholder** | **Activities** | **Location** | **Date** | **Outcome** |
| Consult | Community Groups / Stakeholders | Consultation sessions, Have Your Say, Email, Workshops | Various | February to September 2021 | Community members and stakeholders were given the opportunity to provide feedback. |
| Engage | Councillors | Councillor Workshops and Briefings were held. | Various | February to September 2021 | Councillors were involved and engaged in the development of the new Plan. |
| Engage | Department of Health | Workshop participation | Various | February to September 2021 | State Government representatives engaged in process. |

Victorian Charter of Human Rights & Responsibilities Act 2006

In developing this report to Council, the officer considered whether the subject matter raised any human rights issues. In particular, whether the scope of any human right established by the Victorian Charter of Human Rights and Responsibilities is in any way limited, restricted or interfered with by the recommendations contained in the report. It is considered that the subject matter does not raise any human rights issues.

Officer’s Declaration of Conflict of Interests

Under section 130 of the *Local Government Act 2020*, officers providing advice to Council must disclose any interests, including the type of interest.

*General Manager – Sally Jones*

In providing this advice to Council as the General Manager, I have no interests to disclose in this report.

*Author – Belinda Stewart*

In providing this advice to Council as the Author, I have no interests to disclose in this report.

Conclusion

The final Moorabool Health and Wellbeing Plan 2021-2025 will deliver a four-year plan that:

 supports a health prevention focus;

 reflects community need;

 strengthens existing activities and actions;

 recognises and identifies gaps and opportunities; and

 recognises and embeds collective impact strategies.

8.2 Health and Wellbeing Plan 2017-2021 - Year 4 Review and Final Progress Report

**Author: Belinda Stewart, Manager Active Ageing & Diversity**

**Authoriser: Sally Jones, General Manager Community Strengthening**

**Attachments: 1. MHWP 2017-2021 Year 4 CAMMS Report (under separate cover)**

Purpose

The purpose of this report is to provide Council with the final progress report of the Moorabool Health and Wellbeing Plan 2017-2021 inclusive of the Year 4 action summary.

Executive Summary

 The Moorabool Health and Wellbeing Plan 2017-2021 (the Plan) was implemented over the four-year period.

 The Plan included a total of 83 actions to be delivered over the four-year period. Of these 83 actions, 80 were delivered, with 3 unable to be delivered.

 The review and development of the final report of the Plan was undertaken through a review of the action plan, an analysis of the Department of Health’s annual review guidelines and a review of Council’s Health and Wellbeing Committee meetings.

|  |
| --- |
| **RECOMMENDATION**  **That Council adopts the final progress report for the Moorabool Health and Wellbeing Plan 2017-2021, inclusive of the Year 4 action summary.** |

Background

The Victorian *Public Health and Wellbeing Act 2008* requires that Council conducts an annual review of the Municipal Public Health Plan, which is the Moorabool Health and Wellbeing Plan 2017-2021 (the Plan).  The Department of Health has developed a guide for Councils to consider in undertaking the annual review process. The guide specifies that conducting an annual review entails making sure that the actions identified in the Plan are being implemented satisfactorily and that they remain the best way for Council to invest in health and wellbeing over the life of the Plan.

The Moorabool Health and Wellbeing Plan 2017-2021 was a four-year plan aimed at enhancing the health and wellbeing of residents. The plan captures the health and wellbeing status of the communities and presented a plan in partnership with local health providers and community organisations to improve the health and wellbeing of the Moorabool community.

Under section 26 of the *Public Health and Wellbeing Act 2008*, Council is required to develop a Health and Wellbeing Plan within 12 months of a Council election. The Health and Wellbeing Plan must be consistent with the Council Plan and the Municipal Strategic Statement and be reviewed annually and evaluated at the end of the four-year period. The Plan was adopted by the Council at the Ordinary Meeting of Council on 6 December 2017.

The review and development of the Year 4 report was undertaken through:

 Review of Council’s Health and Wellbeing Committee meetings for the past 12 months;

 Review of the year four action plan; and

 Analysis of the Department of Health annual review guidelines.

The outcomes of the fourth year of the 2017-2021 Health and Wellbeing Plan are tabled below:

|  |  |
| --- | --- |
| **Total Year 4 Actions** | **15** |
| Year 4 Actions completed | 13 |
| Actions not started from Year 4 | 2 |
| Rolled Over Actions from Year 3 | 3 |
| Rolled Over Actions from Year 3 completed | 2 |

The following actions rolled over from year 3 of the 2017-2021 Health and Wellbeing Plan have been completed:

 Council to audit the concentration of alcohol outlets with a specific focus on identifying concentration in disadvantaged communities.

 Implementation of know your neighbour activities.

The following actions from year 2 and 3 of the 2017-2021 Health and Wellbeing Plan were deferred until year 4 of the plan primarily as a result of the COVID-19 pandemic impacts. Due to ongoing impacts of COVID-19 and lockdowns, and the impact upon local businesses it was decided not to implement the rolled over action below:

 Pilot menu labelling with 2 food retailers to promote % of vegetables in meals related to portion size.

The following actions from year 4 were unable to be actioned due to COVID-19 constraints upon the agencies and networks, and changes in business directions for agencies involved in the delivery of the actions as described:

 Continued participation in Central Highlands Crime Prevention Reference Group.

 Department of Justice to develop a place based one stop shop site in Bacchus Marsh.

The review and development of the final report of the Moorabool Health and Wellbeing Plan 2017-2021 (Years 1 – 4) was undertaken through the following:

 Review of Council’s Health and Wellbeing Committee meetings;

 Review of Health and Wellbeing action plan; and,

 Analysis of the Department of Health annual review guidelines.

The outcomes of the Moorabool Health and Wellbeing Plan 2017-2021 are as follows:

|  |  |
| --- | --- |
| **Total Year 1 - 4 Actions** | **83** |
| Year 1 - 4 Actions completed | 80 |
| Year 1 - 4 Actions not completed as detailed above | 3 |

Details regarding individual actions are contained in the attached CAMMS Report.

Proposal

It is proposed that Council adopts the final progress report of the Moorabool Health and Wellbeing Plan 2017-2021 inclusive of the Year 4 action summary.

Council Plan

The Council Plan 2021-2025 provides as follows:

**Strategic Objective 1: Healthy, inclusive and connected neighbourhoods**

**Priority 1.1: Improve the health and wellbeing of our community**

The proposal that Council adopts the final progress report of the Moorabool Health and Wellbeing Plan 2017 – 2021 inclusive of the Year 4 action summary is consistent with the Council Plan 2021-2025.

Financial Implications

There are no financial implications from the recommendations proposed.

Risk & Occupational Health & Safety Issues

|  |  |  |  |
| --- | --- | --- | --- |
| **Risk Identifier** | **Detail of Risk** | **Risk Rating** | **Control/s** |
| Health and Wellbeing Plan | Council is required to review the Health and Wellbeing Plan annually under the Public Health and Wellbeing Act 2008 | Medium | Council to review the Health and Wellbeing Plan annually |

Communications & Consultation Strategy

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Level of Engagement** | **Stakeholder** | **Activities** | **Location** | **Date** | **Outcome** |
| Consult | Health and Wellbeing Committee | Review / workshop submissions on draft report | Various | 2021 | Committee feedback provided and endorsed recommendations |

Victorian Charter of Human Rights & Responsibilities Act 2006

In developing this report to Council, the officer considered whether the subject matter raised any human rights issues. In particular, whether the scope of any human right established by the Victorian Charter of Human Rights and Responsibilities is in any way limited, restricted or interfered with by the recommendations contained in the report. It is considered that the subject matter does not raise any human rights issues.

Officer’s Declaration of Conflict of Interests

Under section 130 of the *Local Government Act 2020*, officers providing advice to Council must disclose any interests, including the type of interest.

*General Manager – Sally Jones*

In providing this advice to Council as the General Manager, I have no interests to disclose in this report.

*Author – Belinda Stewart*

In providing this advice to Council as the Author, I have no interests to disclose in this report.

Conclusion

The review determined that the Moorabool Health and Wellbeing Plan 2017-2021 was successfully implemented.

9 Customer Care and Advocacy Reports

9.1 10-Year Financial Plan 2021-2031

**Author: Peter Smith, Chief Financial Officer**

**Authoriser: Caroline Buisson, General Manager Customer Care & Advocacy**

**Attachments: 1. Draft Long-Term Financial Plan 2021-2031 (under separate cover)**

**2. LTFP Consultation Feedback, Draft Responses and Benchmarking (under separate cover)**

Purpose

The *Local Government Act 2020* requires Council to formally adopt a Long-Term Financial Plan (LTFP) in accordance with Section 91 by 31 October 2021.

At the 1 September 2021 Council Meeting the Moorabool Shire Council endorsed the LTFP, provided as Attachment 1 to this report, for the purpose of public consultation, for a period of 28 days.

Executive Summary

 To update Councillors on the results of the public consultation process prior to its decision as to whether to adopt the LTFP, with or without modification.

 Ensure compliance with the requirements to the *Local Government Act 2020* for adopting the LTFP.

|  |
| --- |
| Recommendation  **That Council adopts the Long-Term Financial Plan 2021-2031 as provided as Attachment 1 to this report.** |

Background

Given the level of consultation that Council engaged in as part of the preparation of the Community Vision and Council Plan earlier in 2021, in accordance with the *Local Government Act, 2020*, a *collaborative* model with the broader community eliciting opinions via Have Your Say, newsletter, social media and leaflet drops to local points of community contact was considered warranted. Unfortunately, with facilities closed due to COVID restrictions, information sharing sessions and point of contact options could not be carried out.

Council has been using a LTFP as a tool of financial management for its operation for the last eight years, however, due to the change in the Local Government Act, it becomes mandatory to have the LTFP adopted by Council and present it to the community as an informing plan.

Proposal

Under the new *Local Government Act 2020*, the LTFP is a key component for the integrated planning and reporting framework that requires the engagement of Council in its adoption.

Council Plan

The Council Plan 2021-2025 provides as follows:

**Strategic Objective 3: A Council that listens and adapts to the needs of our evolving communities**

**Priority 3.3: Focus resources to deliver on our service promise in a sustainable way**

Financial Implications

There are no immediate financial implications envisaged and when preparing the Annual Budget for 2022-2023, and subsequent years, the expectation is that adopted budgets will align with underlying principles and statements of the LTFP.

Risk & Occupational Health & Safety Issues

The LTFP is a new requirement as part of the *Local Government Act 2020* and is required to be adopted by 31 October 2021. The draft LTFP seeks to ensure legislative compliance and reduce the risk of non-compliance with the *Local Government Act 2020*.

Communications & Consultation Strategy

This consultation process entailed eliciting feedback via “Have Your Say” on the Council web site, newsletters, and social media. The intention was for the LTFP to also be made available in libraries and customer offices, but this process was abandoned due to COVID restrictions

The results of the public consultation process are contained in Attachment 2 to this report: *LTFP Consultation Feedback, Draft Responses and Benchmarking.*

Victorian Charter of Human Rights & Responsibilities Act 2006

In developing this report to Council, the officer considered whether the subject matter raised any human rights issues. In particular, whether the scope of any human right established by the Victorian Charter of Human Rights and Responsibilities is in any way limited, restricted or interfered with by the recommendations contained in the report. It is considered that the subject matter does not raise any human rights issues.

Officer’s Declaration of Conflict of Interests

Under section 130 of the *Local Government Act 2020*, officers providing advice to Council must disclose any interests, including the type of interest.

*General Manager – Caroline Buisson*

In providing this advice to Council as the General Manager, I have no interests to disclose in this report.

*Author – Peter Smith*

In providing this advice to Council as the Author, I have no interests to disclose in this report.

Conclusion

The LTFP provides a long-term view of the resources Council will raise and the proposed/predicted use of those resources to meet its social objectives.

The LTFP is informed by the Revenue & Rating Plan and defines the broad fiscal boundaries for the Council Plan, Asset Plan, other subordinate policies and strategies and budget processes.

The LTFP will be updated on a rolling basis to take changing circumstances into account and to maintain financial sustainability.

The LTFP will assist Council to set priorities within its resourcing capabilities to sustainably deliver the assets and services required by the community, now and well into the future.

10 Closed Session of the Meeting to the Public

|  |
| --- |
| Recommendation  **That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 66(2)(a) of the *Local Government Act 2020*:**  **10.1 C19-2021/2022 Darley Park Sports and Community Centre**  **This matter is considered to be confidential under Section 3(1)(g) confidential information - of the *Local Government Act 2020,* and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with private commercial information, being information provided by a business, commercial or financial undertaking that**  **(i) relates to trade secrets; or**  **(ii) if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage.** |

11 Meeting Closure