



# **AGENDA**

## **Ordinary Council Meeting Wednesday, 18 December 2024**

**I hereby give notice that an Ordinary Meeting of Council will be held on:**

**Date: Wednesday, 18 December 2024**

**Time: 6.00pm**

**Location: Council Chambers, 15 Stead Street, Ballan &  
Online**

**Derek Madden  
Chief Executive Officer**



**Order Of Business**

<b>1</b>	<b>Opening of Meeting and Prayer.....</b>	<b>5</b>
<b>2</b>	<b>Acknowledgement of Country .....</b>	<b>5</b>
<b>3</b>	<b>Recording of Meeting .....</b>	<b>5</b>
<b>4</b>	<b>Present.....</b>	<b>5</b>
<b>5</b>	<b>Apologies .....</b>	<b>5</b>
<b>6</b>	<b>Confirmation of Minutes .....</b>	<b>5</b>
<b>7</b>	<b>Disclosure of Conflicts of Interest .....</b>	<b>5</b>
<b>8</b>	<b>Public Question Time .....</b>	<b>6</b>
<b>9</b>	<b>Petitions.....</b>	<b>7</b>
	Nil	
<b>10</b>	<b>Presentations/Deputations .....</b>	<b>7</b>
<b>11</b>	<b>Community Strengthening Reports .....</b>	<b>8</b>
	11.1 Community Grant Recommendations - August 2024 Round .....	8
	11.2 Community Asset Committee Guidelines Review - Seeking to undertake Community Consultation .....	14
<b>12</b>	<b>Customer and Corporate Services Reports .....</b>	<b>17</b>
	12.1 Community Engagement Plan for Development of the Council Plan 2025-2029 and Review of Key Supporting Documents .....	17
<b>13</b>	<b>Other Reports.....</b>	<b>21</b>
	Nil	
<b>14</b>	<b>Notices of Motion .....</b>	<b>21</b>
	Nil	
<b>15</b>	<b>Notices of Rescission .....</b>	<b>21</b>
	Nil	
<b>16</b>	<b>Urgent Business.....</b>	<b>21</b>
<b>17</b>	<b>Closed Session of the Meeting to the Public .....</b>	<b>22</b>
	19.1 Australia Day Award Selection Panel Recommendations.....	22
<b>18</b>	<b>Meeting Closure .....</b>	<b>23</b>



## 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 MEETING

In accordance with Moorabool Shire Council's Meeting Procedure Local Law, the Council will be recording this meeting. The following organisations have also been granted permission to make an audio recording:

- The Moorabool News; and
- The Star Weekly

## 4 PRESENT

## 5 APOLOGIES

## 6 CONFIRMATION OF MINUTES

Ordinary Council Meeting - Wednesday 4 December 2024

## 7 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.

## **8 PUBLIC QUESTION TIME**

The aim of Public Question Time is to provide an opportunity for the public to ask general questions at Council Meetings requiring routine responses. Public Question Time is conducted in accordance with section 3.7.1 of the Council's Governance Rules.

- (a) Question time will take place during the Council Meeting as provided for in the agenda.
- (b) Questions in writing in the form prescribed by the Chief Executive Officer will be accepted up to 5pm on the day before the Meeting.
- (c) A person must not submit more than two (2) individual questions at a meeting, inclusive of all parts and variants as interpreted by the Chairperson or other person authorised for this purpose by the Chairperson.
- (d) A question will only be read to the meeting if the Chairperson or other person authorised for this purpose by the Chairperson has determined that the:
  - (i) person directing the question is present in the gallery;
  - (ii) question does not relate to a confidential matter;
  - (iii) question does not relate to a matter in respect of which Council has no power to act;
  - (iv) question is not defamatory, indecent, abusive or objectionable in language or substance;
  - (v) question is not a repetition of a question already asked or answered (whether at the same or an earlier meeting); and
  - (vi) question is not asked to embarrass a Councillor, member of Council staff or member of the public.
- (e) Persons submitting questions must be present in the public gallery. If they are not present in the Gallery, the question will be held over to the next meeting only.
- (f) The Chief Executive Officer will read out each question and the Chairperson shall decide who will answer each question.

A Councillor or Council officer may:

- (i) immediately answer the question asked; or
- (ii) elect to have the question taken on notice until the next Ordinary meeting of Council; at which time the question must be answered and incorporated in the Agenda of the meeting under Public Question Time; or

- (iii) elect to submit a written answer to the person asking the question within 10 working days.

Responses to public questions answered at the meeting, will be general in nature, provided in good faith and should not exceed two minutes. These responses will be summarised in the minutes of the meeting.

## **9 PETITIONS**

Nil

## **10 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.

## 11 COMMUNITY STRENGTHENING REPORTS

### 11.1 COMMUNITY GRANT RECOMMENDATIONS - AUGUST 2024 ROUND

**Author:** Kristian Brudenell, Coordinator Community Development and Engagement

**Authoriser:** Leigh McCallum, General Manager Community Strengthening

**Attachments:** 1. Community Grants August 2024 Round (under separate cover)

#### PURPOSE

The purpose of this report is to make recommendations to Council regarding funding applications for the August 2024 round of the Community Grants Program.

#### EXECUTIVE SUMMARY

- The Community Grants Program provides funding to community organisations to deliver projects that build on local strengths to develop healthy, inclusive and connected neighbourhoods.
- Council received 16 applications, from 15 community groups, across three of the five program categories: Community Strengthening, Community Development and Sustainability and Environmental Engagement.
- From 16 submitted applications, 15 applications were deemed eligible. The applications were assessed by a community grants assessment panel consisting of nine Council officers from a diverse range of service units.
- A combined value of \$205,030.20 was requested, with \$190,400 available this round.
- This report presents Council with a list of recommended grants for the August 2024 funding round, prepared by the Community Grants Assessment Panel (Attachment 1 - Community Grants August 2024 Round).
- 15 community groups applied for 16 eligible projects in total (one group applied for two different projects), with 11 projects recommended to receive \$97,305.20 in funding.

#### RECOMMENDATION

**That Council approves the allocation of community grants to the value of \$97,305.20 as outlined in Attachment 1 to this report.**

---

#### BACKGROUND

This report provides an assessment of applications received for the Community Grants Program August 2024 Round. The grant round was opened 1 August and closed 31 August 2024, with 16 applications received, from 15 community groups. A combined value of \$205,030.20 was requested, with \$190,400 available this round. Eligible applications were assessed by an assessment panel.



Council's Community Grants Program enables not for profit community groups to apply for funding to support projects that result in broad community benefit for the Moorabool community. An annual allocation of \$270,400 is available in 2024/2025 with \$190,400 available this round. The grants program has the following five program categories:

- **Community Arts and Culture Grants:** Supporting local artists and organisations to use a creative approach to the development of community projects and initiatives (\$10,000 available this round).
- **Community Strengthening Grants:** Community projects, programs and initiatives with a specific focus on connecting communities and building community capacity (\$60,000 available this round).
- **Community Events Grants:** Non-recurrent, seed funding designed to encourage and promote the development of sustainable local events (\$10,000 available this round).
- **Community Development Fund Grants:** Supporting community infrastructure projects which significantly impact on community development (\$100,000 available this round).
- **Sustainability and Environmental Engagement Grants:** Supporting the community in reducing expenditure of gas and electricity, investing in sustainability measures and providing opportunities to raise awareness of environmental issues to the broader community (\$10,400 available this round).

Community groups and organisations can apply for up to \$5,000 for Community Strengthening Grants and up to \$3,000 for Arts, Events and Sustainability Grants. Groups need to demonstrate a cash or in-kind contribution toward the cost of their project on a ratio of \$1 for \$1 (Council \$1: Group \$1). Small Community Strengthening projects under \$1,000 are not required to demonstrate an applicant contribution.

A Grant Assessment Panel of Council officers assessed the applications against a set of criteria. Applications need to achieve a score of 70 or above to be recommended by the assessment panel to receive funding, subject to Council's endorsement.

The assessment criteria are as follows:

- Project description and why the applicant wants to complete the project – 10%
- Why is the project needed in your community? – 20%
- What will this project achieve? – 20%
- Who will be involved in the project? – 15%
- How will you carry out your project (including risk management)? – 15%
- Project budget and explanation of how the group arrived at the costs – 20%

Each criterion is assessed out of 10 and weighted according to the criteria percentage. The maximum possible score of any application is 100. The scoring guide is as follows:

- 0 Did not address criteria
- 1-2 Minimal
- 3-5 Satisfactory
- 6-8 Good
- 9-10 Excellent

**PROPOSAL**

**August 2024 Community Grant Recommendations**

In total, 15 eligible applications were received across the five program categories. Applications meeting the eligibility criteria were individually assessed by a panel of Council officers prior to a Grant Assessment Panel meeting. A total of \$205,030.20 was requested with \$190,400 available this round. The assessment panel recommends a total value of \$97,305.20 be awarded to 11 applications.

Category	Applications Received	Amount Available	Amount Requested	Amount Recommended	Applications Recommended
Community Arts and Culture Grants	0	\$10,000.00	\$0.00	\$0.00	0
Community Strengthening Grants	9	\$60,000.00	\$30,584.20	\$22,859.20	6
Community Events Grants	0	\$10,000.00	\$0.00	\$0.00	0
Community Development Fund Grants	6	\$100,000.00	\$173,346.00	\$73,346.00	4
Sustainability and Environmental Engagement Grants	1	\$10,400.00	\$1,100.00	\$1,100.00	1
<b>Total</b>	<b>16</b>	<b>\$190,400</b>	<b>\$205,030.20</b>	<b>\$97,305.20</b>	<b>11</b>

One application was withdrawn following assessment and one application will proceed outside of the Community Grants Program.

One applicant has an acquittal due 31 December 2024 for a previously funded project and will not be eligible for funding if this is not received and approved by the due date.

The recommendations provided in Attachment 1 – Community Grants August 2024 Round recommendations reflect all the community grant applications from the August 2024 grant round.

**Applicant Support**

The Community Grant Guidelines specify that applicants are required to liaise with a Community Development Officer prior to lodging an application to ensure applicants receive clear guidance on eligibility and how to best present their applications. All applicants received support and advice from Council officers before lodging their application. Additional support was provided after the funding round closed to clarify any ambiguity in applications.

**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 proposed allocation of grants under the August 2024 round of the Community Grants Program is consistent with the Council Plan 2021-2025.

**FINANCIAL IMPLICATIONS**

Consistent with the Community Grants Policy and 2024/2025 budget allocation, a total of \$190,400 is available for allocation in the August 2024 Community Grants Program.

The following amounts are recommended:

- \$0 for Community Arts and Culture Grants
- \$22,859.20 for Community Strengthening Grants
- \$0 for Community Events Grants
- \$73,346 for Community Development Fund Grants
- \$1,100 for Sustainability and Environmental Engagement Grants

An allocation of \$97,305.20 is recommended, with \$9,300 remaining from the Sustainability and Environmental Engagement stream and \$26,654 remaining from the Community Development Fund stream, available to be rolled over to the March 2025 community grant round.

**RISK & OCCUPATIONAL HEALTH & SAFETY ISSUES**

Risk Identifier	Detail of Risk	Risk Rating	Control/s
Project timelines	Grant recipients exceeding prescribed timelines.	Medium	Terms and Conditions Agreements required to be signed by grant recipients. Scheduled monitoring of projects.
Financial – Inadequate funds to finish project	Grant recipients misappropriate expenditure of Council funds.	Medium	Terms and Conditions Agreements required to be signed by grant recipients. Grant acquittal required upon completion of projects.

**COMMUNICATIONS & CONSULTATION STRATEGY**

Level of Engagement	Stakeholder	Activities	Location	Date	Outcome
Inform	Community Groups	Advised of Community Grants opening and encouraged to apply.	Via direct email	July/August 2024	Community Groups are aware of the grant opportunities and can put forward a submission.

Inform	Moorabool residents	Promotional flyers and posters at libraries, community centres, and noticeboards Libraries, Arts and Culture E-News Council website Facebook Moorabool News advertisements VMS Electronic signs Township Entrance Banners	Across the shire	July/August 2024	Council’s Community Grants Program is well promoted to the Moorabool community.
Inform	Moorabool residents	Grant Writing Workshops and Drop-in sessions.	Online and in person	August 2024	The community can learn about the Community Grants Program and develop their applications.
Inform	Successful applicants	Letter of formal notification.	Via email	December 2024 / January 2025	Following a decision of Council, successful grant applicants are notified.
Inform	Unsuccessful applicants	Letter of formal notification. Advised of future grant writing workshops. Provided an opportunity to meet with staff.	Via email	December 2024 / January 2025	Unsuccessful grant applicants are notified and provided feedback on their application. Applicants will be supported where applicable to redevelop their application for a following round.

**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 – Leigh McCallum*

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

*Authors – Kristian Brudenell and Travis Kirwood*

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

**CONCLUSION**

The August 2024 community grants round resulted in 16 applications. 15 applications were deemed eligible and assessed by an assessment panel. Based on the application assessment process and funding criteria, it is proposed that Council allocates funding to the value of \$97,305.20 to be distributed across 11 applications through the Moorabool Shire August 2024 Community Grant Program, per the recommendations provided in Attachment 1 - Community Grants August 2024 Round.

## **11.2 COMMUNITY ASSET COMMITTEE GUIDELINES REVIEW - SEEKING TO UNDERTAKE COMMUNITY CONSULTATION**

**Author:** Travis Kirwood, Manager Community Development and Activation

**Authoriser:** Leigh McCallum, General Manager Community Strengthening

**Attachments:** 1. Draft Community Asset Committee Guidelines (under separate cover)

### **PURPOSE**

To seek approval to undertake community engagement for the updated Community Asset Committee Guidelines in accordance with the Council's Community Engagement Policy.

### **EXECUTIVE SUMMARY**

- Community Asset Committees (CACs) have been operating since the implementation of the *Local Government Act 2020*.
- In 2022, Community Asset Committee Guidelines were produced and provided to the Committees to provide more structure for volunteers in the day-to-day operations of CACs.
- Council Officers have sought and received feedback on the existing Guidelines, which has led to a review and updating of the Guidelines.
- As these Guidelines are a delegation of powers to volunteer groups, a Council resolution is required prior to undertaking community engagement.

### **RECOMMENDATION**

**That Council approves the release of the updated Community Asset Guidelines for community consultation, for a period of six (6) weeks, commencing 19 December 2024, closing 30 January 2025.**

---

### **BACKGROUND**

The appointment of Community Asset Committees (CACs) aligns with each Council Term, with existing Community Asset Committees required to be reviewed for reappointment within six (6) months of the commencement of each new Council term.

The existing CACs have been asked to continue to operate as per the current arrangement until a new Committee can be formed in April/May 2025. This provides Council with the opportunity to undertake a review of the Guidelines.

Existing CACs have been providing feedback on the current guidelines throughout their existence. Over the past four months, committees have been asked to provide feedback, some of the key takeaways from that feedback can be considered in the following categories:

- End of Committee Terms – the process of how a committee comes to an end, including the final Annual General Meeting during their four-year term, adding and exiting committee members as well as office bearer positions.

- Responsibilities and delegation – roles relating to engaging maintenance workers, Occupational Health and Safety responsibilities and general ability to make day-to-day decisions.
- Appointment of committee members during the term – the ability to add new members from time to time, throughout the term, without Council approval.

These themes provided through the feedback by the CACs have been captured and addressed within the updated Guidelines. More feedback is sought to ensure any other concerns can be noted and addressed where appropriate, prior to seeking adoption of the updated Guidelines.

**PROPOSAL**

Given the intent to form new CACs throughout the municipality, it is proposed that the Guidelines are released to the broader community for feedback.

To ensure the timelines of the creation of the new CACs, it is proposed that community engagement commence immediately, being 19 December 2024 and close 5.00pm 30 January 2025, providing six (6) weeks for feedback on the proposed changes to the Guidelines.

**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 3.1: Listen, analyse and understand community needs**

The proposal to seek community engagement to support volunteer operations is consistent with the Council Plan 2021-2025.

**FINANCIAL IMPLICATIONS**

There are no financial implications as part of this community engagement.

**RISK & OCCUPATIONAL HEALTH & SAFETY ISSUES**

Risk for this community engagement is low, whilst the document is aimed at managing risk for our community volunteers, this engagement is providing all interest parties to have their say.

Risk Identifier	Detail of Risk	Risk Rating	Control/s
Community Engagement timing	Engaging during the holiday season	High	Extend the consultation period to ensure all parties have the opportunity to participate

**COMMUNICATIONS & CONSULTATION STRATEGY**

Level of Engagement	Stakeholder	Activities	Location	Date	Outcome
Consult	Existing CAC members	Provide targeted emails and opportunities to meet	Various	December 2024 and January 2025	Applicants’ groups supported to submit applications

Level of Engagement	Stakeholder	Activities	Location	Date	Outcome
Engage	Community	Have your say platform	Website	19 December 2024 – 30 January 2025	Community provided an opportunity to provide feedback

**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 – Leigh McCallum*

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

*Authors – Travis Kirwood and Kristian Brudenell*

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

**CONCLUSION**

Seeking approval to undertake community engagement to ensure that our future volunteers have input into our Community Asset Committee Guidelines.



## **12 CUSTOMER AND CORPORATE SERVICES REPORTS**

### **12.1 COMMUNITY ENGAGEMENT PLAN FOR DEVELOPMENT OF THE COUNCIL PLAN 2025-2029 AND REVIEW OF KEY SUPPORTING DOCUMENTS**

**Author:** Leanne Manton, Manager Customer and Communications

**Authoriser:** David Jackson, General Manager Customer & Corporate Services

**Attachments:** 1. Council Plan 2025-2029 Community Engagement Plan (under separate cover)

#### **PURPOSE**

The purpose of this report is for Council to endorse the community engagement plan for the development of the Council Plan 2025-2029 and review of the Community Vision 2030, Long Term Financial Plan 2021-2031 and Asset Management Strategy 2022-2032.

#### **EXECUTIVE SUMMARY**

- The *Local Government Act 2020* requires Councils to prepare and adopt a Council Plan for a period of at least the next four financial years after a general election in accordance with the deliberative engagement practices set out in its community engagement policy.
- A Council must also review three other 10-year strategic documents – the community vision, financial plan and asset plan – accordance with these deliberative engagement practices.

#### **RECOMMENDATION**

**That Council:**

1. Approves the community engagement plan to guide development of the Council Plan 2025-2029 and review of the Community Vision 2030, Long Term Financial Plan 2021-2031 and Asset Management Strategy 2022-2032.
2. Notes that a report on the results of the community engagement will be brought back to Council in due course.

---

#### **BACKGROUND**

A Community Vision is developed by a Council with its municipal community in accordance with its deliberative engagement practices, setting out aspirations for the future of the municipality. Council's Community Vision 2020 was developed in 2019-2020 and adopted by Council in 2020.

The current Council Plan 2021-2025 was developed at the same time as the Community Vision and in line with deliberative engagement practices.

A 10-year financial plan describes the financial resources required to give effect to the Council Plan and other strategic plans of Council, while the asset plan provides information about maintenance, renewal, acquisition, expansion, upgrade, disposal and decommissioning in relation to each class of infrastructure asset under the control of Council. Council's Long Term Financial Plan 2021-2031

and Asset Management Plan 2022-2032 were developed in accordance with deliberative engagement as required by the Act.

### **Strategic Planning Principles**

Section 89 of the *Local Government Act 2020* (the Act) details that Council must undertake the preparation of a Council Plan and other strategic plans in accordance with the strategic planning principles. The principles are:

- a) An integrated approach to planning, monitoring and performance reporting is to be adopted;
- b) Strategic planning must address the Community Vision;
- c) Strategic planning must take into account the resources needed for effective implementation;
- d) Strategic planning must identify and address the risks to effective implementation;
- e) Strategic planning must provide for ongoing monitoring of progress and regular reviews to identify and address changing circumstances.

### **Council Plan development**

Section 89 of the Act details the requirements for the development of a Council Plan:

1. A Council must prepare and adopt a Council Plan for a period of at least the next four financial years after a general election in accordance with its deliberative engagement practices.
2. A Council Plan must include the following:
  - a) The strategic direction of the Council;
  - b) Strategic objectives for achieving the strategic direction;
  - c) Strategies for achieving the objectives for a period of at least the next four financial years;
  - d) Strategic indicators for monitoring the achievement of the objectives;
  - e) A description of the Council's initiatives and priorities for services, infrastructure and amenity;
  - f) Any other matters prescribed by the regulations.
3. A Council must develop or review the Council Plan in accordance with its deliberative engagement practices and adopt the Council Plan by 31 October in the year following a general election.
4. The Council Plan adopted under subsection (3) has effect from 1 July in the year following a general election.

The Act also requires a review of the Community Vision and 10-year financial and asset plans by 31 October in the year following a general election.

### **PROPOSAL**

As detailed in Council's Community Engagement Policy, deliberative engagement often involves a smaller, descriptively representative group of people considering an issue in depth.

Deliberative engagement encourages community members to critically test, weigh up and consider a range of information, perspectives, inputs and evidence to reach a consensus or make recommendations.

Projects most suited to a deliberative approach include those where the outcome will have a far-reaching or long-term effect, and issues where there is considerable community concern or division about the alternatives.

The community engagement plan for the development of the Council Plan 2025-2029 and review of associated documents has been designed to incorporate deliberative engagement activities along with broader engagement with the community.

Following completion of community engagement, a draft Council Plan 2025-2029 and revised Community Vision 2030, Long Term Financial Plan 2021-2031 and Asset Management Strategy 2022-2032 will be presented to Council for endorsement to commence a period of public consultation in early-2025, following which they would return to Council for adoption by mid-2025.

## **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 3.5: Be recognised for demonstrating a culture of excellence, creativity and inclusiveness**

## **FINANCIAL IMPLICATIONS**

The development of the Council Plan and review of associated documents is a statutory requirement and this work is funded by Council's existing budget.

## **RISK & OCCUPATIONAL HEALTH & SAFETY ISSUES**

There are no risk or occupational health and safety issues identified in relation to this report.

## **COMMUNICATIONS & CONSULTATION STRATEGY**

The community engagement plan to guide the development of the Council Plan 2025-2029 and review of the Community Vision 2030, Long Term Financial Plan 2021-2031 and Asset Management Strategy 2022-2032 has been designed in accordance with Council's Community Engagement Policy and incorporates the deliberate engagement requirements as prescribed by the Act.

## **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 – David Jackson*

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

*Author – Leanne Manton*

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

**CONCLUSION**

As the proposed consultation plan meets all statutory requirements for the development of the new Council Plan and review of associated documents in line with deliberative practices, it is recommended Council endorses the community engagement plan.

**13 OTHER REPORTS**

Nil

**14 NOTICES OF MOTION**

Nil

**15 NOTICES OF RESCISSION**

Nil

**16 URGENT BUSINESS**

**17 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*:**

**17.1 Australia Day Award Selection Panel Recommendations**

This matter is considered to be confidential under Section 3(1) confidential information - (f) of the Local Government Act, 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 personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs..

---

**18 MEETING CLOSURE**