



**MORNINGTON
PENINSULA**
Shire

AGENDA

COUNCIL MEETING

TUESDAY, 14 MAY 2024

10:00AM

**MUNICIPAL OFFICES
BESGROVE STREET, ROSEBUD**

MORNINGTON PENINSULA SHIRE COUNCIL**WARDS AND COUNCILLORS**

Briars	Cr Steve Holland Cr Anthony Marsh Cr Despi O'Connor
Cerberus	Cr Lisa Dixon
Nepean	Cr Susan Bissinger Cr Sarah Race
Red Hill	Cr David Gill
Seawinds	Cr Simon Brooks Cr Antonella Celi Cr Debra Mar
Watson	Cr Kate Roper

EXECUTIVE TEAM

Mr John Baker Ms Tanya Scicluna Ms Sam Stanton Mr Mike McIntosh Mr Derek Rotter Mr Bulent Oz	Chief Executive Officer Director – Community Strengthening Director – Corporate Strategy and Business Improvement Director – Planning and Environment Director – Infrastructure Chief Financial Officer
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RECORDING

Please note that this Council Meeting will be livestreamed to the Mornington Peninsula Shire's YouTube channel and a recording of the meeting will be available on the Shire's website.

Recording of persons in the public gallery is not intended but may occur incidentally. By attending this meeting you consent to being filmed at the meeting and the possible use of subsequent recordings in a live streaming or published video of the meeting.

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1 OPENING AND WELCOME

Appointed Chairperson – Mayor, Cr Simon Brooks

1.1 Acknowledgement of Country

To be read by Cr O'Connor

Mornington Peninsula Shire acknowledges the Bunurong people, who have been the custodians of this land for many thousands of years; and pays respect to their elders past and present. We acknowledge that the land on which we meet is the place of age-old ceremonies, celebrations, initiation and renewal; and that the Bunurong peoples' living culture continues to have a unique role in the life of this region.

2 PROCEDURAL MATTERS

2.1 Apologies

2.2 Disclosure of Conflicts of Interest Pursuant to Sections 126 – 131 of the *Local Government Act 2020*

2.3 Confirmation of Minutes

RECOMMENDATION

That the Minutes of the previous Council Meeting held on the 16, 29, 30 April and 7 May 2024, be confirmed.

2.4 Council Decision Register

Attachment(s)	1.	Council Decision Register 2019
	2.	Council Decision Register 2020
	3.	Council Decision Register 2021
	4.	Council Decision Register 2022
	5.	Council Decision Register 2023
	6.	Council Decision Register 2024

PURPOSE

Council has requested a Decision Register for all its Council resolutions to be maintained by Shire Team Leaders and Managers.

Attached are Summaries of the 2019-2024 Decision Registers (Attachments 1-6) as at 6 May 2024.

RECOMMENDATION

That Council receives and notes the Decision Register Summaries for 2019-2024 (Attachments 1-6) as at 6 May 2024.

2.5 Councillor Briefing Sessions

Councillor Briefing Sessions – 23 and 30 April 2024

RECOMMENDATION

That Council receives and notes the record of Councillor Briefing Sessions for 23 and 30 April 2024

2.6 Petitions and Joint Letters

A petition with 143 signatories has been received regarding the proposed changes to parking at the Waterfall Gully Shops in Rosebud. Customer and business owner concerns include:

- Customers will have less time to use the shops
- Customers may not be able to visit or complete multiple activities in the 15 minute timeframe
- Local businesses could suffer loss of trade.

The petition requests that instead of changing ten car parking spaces that the change be limited to five (5) x 15 minute parking spaces. This could be achieved by keeping the current three (3) x 15 minute parking spaces at the front of shop number 95-97 and allocating an additional two (2) at the front of shop number 79.

Immediate Comment

Shire officers are currently reviewing the parking restrictions at the Waterfall Gully Shopping Precinct following a number of suggested changes. Traders are being consulted on a proposal to increase the amount of 15 minute parking to allow greater turnover. Shire officers will continue to seek feedback on the parking restrictions to ensure they are functional and serve both business and community needs, prior to implementing any changes.

Action Officer: Brett Whitwam, Team Leader – Traffic and Transport

RECOMMENDATION

That Council receives and notes the above petition.

2.7 Public Question Time

Questions from the public shall be dealt with at commencement of the meeting.

The aim of public question time is to provide an opportunity for the public to ask general questions at Council Meetings requiring routine responses. Questions with or without notice can be submitted.

Questions with notice are to be received in writing by 12.00pm the Friday prior to the relevant Council Meeting and can be lodged via the Shire's website. Questions received by this time will be provided with a considered response prepared by the relevant Shire officer and read by the Chief Executive Officer (CEO) at the Council Meeting.

Questions without notice must be lodged in person no later than 15 minutes prior to the commencement of the meeting. The question will be read by the CEO and taken on notice with a written response forwarded to the person asking the question within 7 days of the Council Meeting and published on the Shire's website.

This segment does not substitute for appeal or other formal business procedures with the Council.

3 COUNCILLORS AND DELEGATES REPORTS

At each Council Meeting, all Councillors will have the opportunity to provide an overview of any meetings attended as an appointed representative of Council.

If a Councillor chooses to provide details, the name of the conference/event and the Councillor attending will be noted in the Minutes for that meeting. If a Councillor requires additional information on the conference/event to be included in the Minutes, the Councillor must submit it in writing to Governance by 12.00 noon the day following the meeting.

Association/Committee	Representative/s	Substitute Representative/s	Shire Contact
Arts and Culture Advisory Panel	Cr Gill	Cr Dixon Cr O'Connor	Tori Hayat, Team Leader – Arts and Culture
Association of Bayside Municipalities	Cr Marsh	Cr Roper	Laura Crilly, Team Leader – Water and Coasts
Audit and Risk Committee	Cr Marsh Cr Roper	Mayor	Bulent Oz, Chief Financial Officer
Australian Coastal Councils	Cr Race	N/A	Laura Crilly, Team Leader – Water and Coasts
Bass Park Trust	Cr Marsh	N/A	Pamela Vercoe, Manager – Governance
Community Consultative Committee on Gaming	Cr O'Connor	Cr Dixon	Kathleen van der Weerden, Social Planning Officer and Kate Hills, Team Leader – Community Wellbeing
Climate Emergency Community Reference Group	Cr Race	Cr Roper	Chris Yorke, Energy and Carbon Management Officer
Disability Advisory Committee	Cr Dixon	Cr O'Connor	Monica Seal, Disability Community Inclusion Officer
Friends of Lospalos	Cr Brooks	N/A	Chris Munro, Manager – Community Partnerships
Greater South East Melbourne	Mayor	Deputy Mayor	John Baker, Chief Executive Officer
Hastings Liquor Industry Accord	Cr Dixon	N/A	Katherine Cooper, Team Leader – Economic Development
Health and Wellbeing Committee	Cr Celi	Cr O'Connor	Kate Hills, Team Leader – Community Wellbeing
Hinterland Local Area Action Plan Advisory Committee	Cr Mar	N/A	Jayde Hayes, Manager – Economic Development, Tourism and Investment
Interface Councils	Mayor	Deputy Mayor	Emma Lindsay, Coordinator – Advocacy

Association/Committee	Representative/s	Substitute Representative/s	Shire Contact
Koala Conservation Group	Cr Mar	N/A	James Rose, Team Leader – Natural Systems
Local Government Mayoral Taskforce Supporting People Seeking Asylum	Cr Brooks	Cr Race	Chris Munro, Manager – Community Partnerships
Metropolitan Transport Forum	Cr O'Connor	Cr Celi	Justine Lewis, Transport Strategy Coordinator
Mornington Liquor Industry Accord	Cr O'Connor	N/A	Katherine Cooper, Team Leader – Economic Development
Mornington Peninsula and Western Port Biosphere Reserve Foundation – Council Liaison Group	Cr Mar	Cr Race	James Rose, Team Leader – Natural Systems
Mornington Peninsula Cemetery Trust	Cr Celi Cr O'Connor Cr Roper	Cr Holland	Jenny Brown, Senior Cemeteries Officer
Municipal Association of Victoria (MAV)	Mayor	Deputy Mayor	Pamela Vercoe, Manager – Governance
MAV Emergency Management Committee	Cr Mar	N/A	Andrew Joseph, Team Leader – Community Resilience and Emergency
MAV Human Services Committee	Cr Celi	N/A	Tanya Scicluna, Director – Community Strengthening
Northern Mornington Peninsula Local Area Action Plan Advisory Committee	Cr O'Connor	N/A	Jayde Hayes, Manager – Economic Development, Tourism and Investment
Peninsula Advisory Committee for Elders	Cr Dixon	Cr Roper	Helen Ridgeway, Positive Ageing Officer
South East Councils Climate Change Alliance	Cr Race	Cr Brooks	Nicci Tsernjavski, Climate Change Partnerships Officer and Chris Yorke, Energy and Carbon Management Officer
Southern Mornington Peninsula Local Area Action Plan Advisory Committee	Cr Celi	N/A	Jayde Hayes, Manager – Economic Development, Tourism and Investment
Southern Peninsula Liquor Industry Accord	Cr Celi	N/A	Katherine Cooper, Team Leader – Economic Development
Triple A Housing Committee	Cr Gill	Cr O'Connor	Kate Hills, Team Leader – Community Wellbeing
Victorian Local Governance Association (VLGA)	Cr Roper	Cr Mar	Pamela Vercoe, Manager – Governance

Association/Committee	Representative/s	Substitute Representative/s	Shire Contact
Western Port Local Area Action Plan Advisory Committee	Cr Dixon	N/A	Jayde Hayes, Manager – Economic Development, Tourism and Investment

4 MANAGEMENT REPORTS

COMMUNITY STRENGTHENING

4.1 Community Investment Funding 2024/2025

Prepared By	Tricia Folvig, Team Leader - Community Development
Authorised By	Director - Community Strengthening
Document ID	A13042831
Briefing Note Number	BN1863 – 26 March 2024
Attachment(s)	<ol style="list-style-type: none">1. CIF 2024 2025 Draft Purpose and Priorities2. CIF 2024 2025 Draft Sponsorship Guidelines3. CIF 2024 2025 Draft Proposed Budget

EXECUTIVE SUMMARY

The purpose of this report is to seek Council's adoption of the Community Investment Funding (CIF) Program 2024/25 for grants, subsidies and sponsorships.

Subject to Council's adoption, it is proposed the program will be open to the community from 13 July 2024.

RECOMMENDATION

That Council:

1. **Allocates funding to the identified grants and subsidies streams in Attachment 1 aligned to the Council and Wellbeing Plan themes as below:**
 - A. Theme 1: \$ 291,855.00
 - B. Theme 2: \$ 801,450.00
 - C. Theme 3: \$1,784,822.00
2. **Allocates funding to:**
 - A. Sponsorships \$ 460,000.00
3. **Delegates authority to the Chief Executive Officer (CEO) the implementation of Community Investment Funding for grants, subsidies and sponsorships included in:**
 - A. Attachment 1 Community Investment Funding (CIF) 2024 2025 Purpose and priorities and
 - B. Attachment 2 CIF 2024 2025 Sponsorship Guidelines.
4. **Delegates authority to the Chief Executive Officer (CEO) to make minor administrative changes to guidelines as required.**

4.1 (Cont.)

5. Authorises, subject to CEO financial delegations, the redistribution of undersubscribed grants and/or subsidies within each theme to support oversubscribed applications.
6. Authorises adopted operational expenses totalling \$120,000 transition across to Community Investment Funding for the following:
 - A. Climate Action Grants (increase): \$60,000
 - B. Western Port Biosphere subsidy: \$50,000
 - C. State Emergency Service subsidy \$ 6,000
 - D. Seniors Festival subsidy (increase) \$ 4,000
7. Approves \$35,000 of one-off funding from the 2023/24 operating budget to Caroline Chisolm Foundation, outside of the current CIF Policy, to support vulnerable people, including youth on the Mornington Peninsula with their education. Noting that as part of this funding the Foundation is required to comply with all relevant CIF reporting and financial acquittal processes and that any future requests for funding will need to comply with the CIF Policy and referred to the appropriate grant program.

COUNCIL & WELLBEING PLAN

Community Investment Funding is aligned to the Council and Wellbeing Plan across all 3 themes.

Theme 1: A healthy natural environment and well-planned townships.

Theme 2: A robust, innovative and diverse economy.

Theme 3: A flourishing, healthy and connected community.

GOVERNANCE PRINCIPLES

Section 9 of the *Local Government Act 2020* states that a Council must in the performance of its role give effect to the overarching governance principles. This report aligns with principles A, B, C, E, G and I which are:

- A. Council decisions are to be made and actions taken in accordance with the relevant law.
- B. Priority is to be given to achieving the best outcomes for the municipal community, including future generations.
- C. The economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.
- E. Innovation and continuous improvement is to be pursued.
- G. The ongoing financial viability of the Council is to be ensured.
- I. The transparency of Council decisions, actions and information is to be ensured.

4.1 (Cont.)**RELEVANT COUNCIL DECISIONS AND POLICIES**

Council adopted the Community Investment Funding Policy on the 12 July 2022.

DISCUSSION**Purpose**

The purpose of this report is to seek Council's adoption of the Community Investment Funding (CIF) Program 2024-25 for grants, subsidies and sponsorships.

This report highlights recommended changes and improvements to the CIF budget distribution across the funding streams for 2024-25 to ensure funding priorities address community needs in the new financial year.

A full review and evaluation of the Community Investment Framework is due to be undertaken for consideration by Council in 2024-25 as part of the Council and Wellbeing Plan and budget 2025-2029.

Background

Council adopted the CIF Policy and Framework 12 July 2022, which incorporated a 4-year cycle of funding consistent with the term of Council.

Options for consideration***Sponsorships***

In response to community demand and recognising an opportunity for destination and arts related Sponsorship applications, it is recommended moving \$200,000 to the Sponsorship Program by reallocating funding within existing programs.

1. In discussion with both Economic Development, Tourism Services, Destination Experience and Peninsula Events Teams it is recommended that the current Destination Events Grants program is discontinued and \$100,000 be re-allocated to the Sponsorship Program. Whilst also honouring the \$25,000 commitment for awarded grants this year, which has been allocated within the CIF budget.

There are several opportunities for applicants to apply for events funding within the following grants streams:

- Community Events Grants
 - Performing Arts Development Grants (PADG)
 - Placemaking
 - Sponsorship Program
 - Community Support Grants (social connections).
2. It is also recommended that \$100,000 is reallocated to the Sponsorship Program from the Performing Arts Development Grant funds, specifically to support arts related Sponsorships. It is noted that the Arts and Culture Advisory Panel are strongly supportive of a \$500,000 commitment to continue to be available to support the Arts. This level of funding would be maintained through the options of multiple grants programs, including sponsorships supporting the Arts and Culture sector.

4.1 (Cont.)

Due to the popularity of the Sponsorship Program the commitment to awarded multi-year funded sponsorships is \$287,800 for 2024-25 CIF budget, subject to Council's adoption.

The Sponsorship Guidelines (Refer Attachment 2) have also been updated to provide a consistent application of assessment across all programs and to offer applicants greater clarity on the expectation of receiving Council support.

Proposed Sponsorship funding priorities include:

- Acceleration of the protection and resilience of Mornington Peninsula's natural environment and/or renewal energies
- National competition/tournaments
- Industry and trade exhibitions to facilitate major business investment in the Mornington Peninsula
- Showcases the Mornington Peninsula as a destination for performing and visual arts.

An improved framework outlining greater clarity in level of support is also proposed for Council's investment as follows:

- Bronze Sponsorship up to \$10,000 (option of 3 year period)
Substantial impact for the Shire as a Local attraction
- Silver Sponsorship up to \$20,000 (option of 3 year period)
Substantial impact for the Shire as a Regional/Local attraction
- Gold Sponsorship up to \$35,000 (option of 3 year period)
Substantial impact for the Shire as a State/Regional attraction
- Platinum Sponsorship up to \$50,000 (option of 3 year period)
Substantial impact for the Shire as a National/State attraction

Refer to Attachment 2 - CIF 2024/2025 Draft Sponsorship Guidelines for more information.

Caroline Chisholm Foundation

The Caroline Chisholm Foundation made an application for the sponsorship program in 2023-24 that was not eligible under the sponsorship guidelines. Council has previously supported the Caroline Chisholm Foundation, to support vulnerable people, including youth on the Mornington Peninsula with their education.

This report tables a referral to Council for a decision to fund \$35,000 to the Caroline Chisholm Foundation outside of current Community Investment Funding Policy (2022) through the current 2023-24 operating budget.

Shire officers will work closely with Foundation representatives, to ensure that any future funding requests are referred to the appropriate grant program within the CIF.

4.1 (Cont.)

Community Investment Funding Changes 2024/2025

The recommended changes to the 2024-25 CIF Program are summarised below:

Grant/Subsidy	Proposed Changes	Overall Funding Changes	Explanation of Change
Theme 1			
Climate Action Grant	Increase of \$60,000 transferred from existing Climate Change and Sustainability operational budget, adopted by Council	+\$60,000 (\$163,500 funding pool)	Additional support to add to the State Government's rebate for vulnerable people who are upgrading reverse cycle air conditioning, insulation, and other thermal shell upgrades. Subsequently Stream A will be Community Action and Stream B will be Energy Support Grants.
Westernport Biosphere subsidy	Transfer of \$50,000 from existing operational funding budget to reflect annual subsidy in line with VAGO grants recommendations.	+\$50,000	Recognition that this is a subsidy and moved from operational account.
Theme 2			
Performing Arts Development Grants (PADG)	Proposed reallocation of budget \$100,000 to be transferred to Sponsorships.	-\$100,000 \$400,000 funding pool	\$100,000 to be moved to Sponsorships Program to reflect support for arts related sponsored events.
Destination Events Grants	Cease grant program. Recommend transferring funding to Sponsorships Program \$100,000 to support community focused events. \$25,000 committed for 2024-25 under awarded grants for multiyear funding has been included in the budget.	-\$130,250	To provide a consistent application of event funding across programs. Applicants will now have five options through grants and sponsorships for events and social connections which includes: Sponsorships, Creative Grants, PADG, Community Events, Placemaking and Community Support Grants.

4.1 (Cont.)

Grant/Subsidy	Proposed Changes	Overall Funding Changes	Explanation of Change
Community Events	Increase in funding pool to support more community events.	+\$20,425	Demand for local townships, neighbourhood and local area events is increasing.
Tourism Subsidies	To reduce the gap in tourism subsidies increases have been awarded to Mornington and Western Port Tourism Centres.	increased to \$15,000 x 2 centres	Following Council Briefing this change has been made for this financial year. <i>**noting a Review of subsidies will be done as part of the Policy review later this year.</i>
Theme 3			
Flexi Grants	To further support quick response community needs.	+\$15,350 ((\$77,450 Funding Pool))	Funds transferred from 3 Senior Citizen's Clubs that disbanded in 2023-24. Flexi grants are available to clubs needed extra support.
Local Area Community Capital Infrastructure Grants	\$800,000 was for a temporary 2-year program to be allocated in 2023-24 & 2024-25 based on demand.	NA	Temporary 2-year funding stream. Any remaining funds from year 1 will be carried forward to year 2 2024-25.
Local Essential Safety Services Subsidies - SES	New subsidy replacing the historical provision of Mornington Peninsula Shire fuel cards (with unlimited spending). Proposed to be capped at \$6,000 transferred from existing operational account. In response to VAGO audit re use of Gift / Fuel cards	+\$6,000	Recognition that this is a subsidy and moved from operational account.
Community Partnerships Services & Programs subsidies (in Shire owned facilities):	\$15,000 moved to Flexi Grants to support Clubs	-\$15,000 (Funding pool \$75,000)	3 senior citizens clubs folded this year. Blairgowrie Senior Citizens Club merged with Tootgarook \$5,000 not awarded this year and went back to global budget. A review of Senior Citizen's subsidies will be

4.1 (Cont.)

Grant/Subsidy	Proposed Changes	Overall Funding Changes	Explanation of Change
			referred to the 2025 Policy Review.
Senior Citizen's Festival subsidy	Increase in funding from operational account to support clubs to run events for seniors' festival.	+\$4,000 (Funding pool \$10,000)	Applicants can apply for \$300 to participate in the festival.

Council adopted just over \$4.1 Million in CIF in 2023-24. Changes to funding pools within grants and subsidies have been made to ensure Council is meeting the needs of the community, whilst also remaining within the existing budget.

The difference between 2023-24 and the proposed budget for this year is \$800,000. Council in 2023-24 resolved to undertake a grant stream to be expended across the 2023-24 & 2024-25 financial years for the Local Area (LA) Community Capital Infrastructure Grants.

The LA Community Capital Infrastructure Grants have been popular, at the time of writing this report the remaining budget for this program is \$410,000 with 8 applications currently in the assessment valued at \$350,000. It is proposed any remaining funds be carried forward unless redirected from other funding sources.

Refer Table 1 below for comparative annual budgets.

Changes to Purpose and Priorities (Refer Attachment 1)

Minor changes have been made to the priorities of some grants streams refer (Attachment 1 Purpose and Priorities). Changes include:

Theme 1

- Climate Action Grants – Stream B has been added: Energy Support Grants (subject to operational budget adoption of \$60,000)
- Western Port Biosphere Subsidy – now included in CIF previously funded under operational expenditure as a membership.
- Dolphin Research Institute moved from Sponsorships to a Subsidy, as per Funding Agreement.

Theme 2

- Destination Events Grants has been removed.
- Business Development Grants have had a change of intent to be focussed on industry support rather than direct to businesses which aligns with the Economic Development and Tourism Strategy.

Theme 3

- Flexi Grants have added Volunteers support to reflect applications received this year and removed National or international representation of the Mornington Peninsula to

4.1 (Cont.)

Access and Inclusion Grants which are eligible to individuals. Flexi Grants are open to Not for Profit (NFP) groups/organisations, not individuals.

- Any remaining funding from the Local Area Community Capital Infrastructure Grants Program is proposed to be carried forward from Financial year 2023-24,
- Access and Inclusion Grants have had education included in their priorities as well as National or international representation of the Mornington Peninsula moved from Flexi Grant priorities.

ENGAGEMENT

Our community are engaged through Grants Information Sessions, Grants Writing Workshops, support directly from Shire officers through grant enquiries, as well as developing applicant's projects. Assistance with applications through SmartyGrants is also provided.

COMMUNICATIONS PLAN

A Communications Plan has been developed for the promotion of grants to ensure all grants will be promoted collectively with clear closing dates.

LEGAL AND REGULATORY FRAMEWORK

- Community Investment Funding Policy 2022
- Local Government Act 2020
- Community Vision 2021-2040
- Council and Wellbeing Plan 2021-25
- Financial Plan 2021-31
- Annual budget 2023-24
- Governance Rules – August 2022
- Public Transparency Policy – August 2020
- Fraud and Corruption Policy 2022
- VAGO report 'Fraud Control Over Local Government Grants' May 2022.

CLIMATE AND SUSTAINABILITY CONSIDERATIONS

Council's investment in our communities through grants, subsidies and sponsorships seeks to enhance sustainable improvements in our environment. This is achieved through Climate Action and Biolinks Support grants as well as the economic, cultural and social environments through each of the funding streams aligned to the Council and Wellbeing Plan

FINANCIAL CONSIDERATIONS

Council's adoption of Operating Expenses at the 19 March 2024 Council meeting allocated budget for the 2024-25 Community Investment Funding totalling **\$3,338,127.00**.

Community Investment Funding is allocated for grants and subsidies across the three Themes in the Council and Wellbeing Plan as well as sponsorships as follows:

4.1 (Cont.)**Theme 1**

Healthy, natural environment and well-planned townships \$ 291,855.00

- Biolinks Grants
- Climate Action Grants
- Heritage Grants
- Western Port Biosphere Subsidy
- Dolphin Research Institute Subsidy.

Theme 2

A robust, innovative and diverse economy \$ 801,450.00

- Performing Arts Development Grants
- Creative Grants
- Community Event Grants
- Business Development Grants
- Tourism Business Subsidies.

Theme 3

A flourishing and healthy connected community \$1,784,822.00

- Placemaking Grants
- Community Support Grants
- Flexi Grants
- Local Area Community Capital Infrastructure Grants
- Local Essential Safety Services Subsidies
 - Peninsula Community Legal Centre
 - Vinnies Kitchen
 - Western Port Coast Guard
 - Surf Life Saving Victoria Partnership
 - State Emergency Service.
- Community Transport and Road Safety Subsidies
 - Fit to Drive Foundation FMP
 - Peninsula Transport Assist Subsidy.
- Community Partnerships Services & Programs subsidies (in Shire owned facilities)

4.1 (Cont.)

- Toy Libraries
- Community Houses/Centres
- Willum Warrain – Coordinator
- Community Support Centres
- Senior Citizen's Club
- Senior Citizen's Festival participating organisations.

Sponsorships **\$ 460,000.00**

Council adopted Operational Expenses transitions to CIF **\$ 120,000.00**

Table 1 – CIF 2023/2024 and 2024/2025 - Difference

CIF	2023/2024	2024/2025
Theme 1 – Healthy, natural environment and well-planned townships.	\$ 268,050.00	\$291,855.00
Theme 2 – A robust, innovative and diverse economy	\$ 996,800.00	\$801,450.00
Theme 3 – A flourishing and healthy connected community.	\$2,589,472.00	\$1,784,822.00
Sponsorships	\$ 283,805.00	\$460,000.00
Total CIF budget	<u>\$4,138,127.00</u>	<u>\$3,338,127.00</u>
Difference		<u>\$800,000.00</u>

Table 2 – CIF 2024/2025 Total Budget

CIF	2024/2025
Theme 1 – Healthy, natural environment and well-planned townships	\$291,855.00
Theme 2 – A robust, innovative and diverse economy	\$801,450.00
Theme 3 – A flourishing and healthy connected community.	\$1,784,822.00
Sponsorships	\$460,000.00

4.1 (Cont.)

	<u>\$3,338,127.00</u>
Operational Expenses transition	\$120,000.00
Total CIF budget	<u>\$3,458,127.00</u>

Refer Attachment 3 CIF 2024-25 Draft Proposed Budget for a detailed breakdown of CIF Programs.

Council's adopted operational expenses enables transitions to Community Investment Funding for the following increases and new subsidies:

- | | |
|--|-------------|
| 1. Climate Action Grants (increase): | \$60,000.00 |
| 2. Western Port Biosphere (new) subsidy: | \$50,000.00 |
| 3. State Emergency Service (new) subsidy | \$ 6,000.00 |
| 4. Positive Ageing for Seniors Festival subsidy (increase) | \$ 4,000.00 |

Total: **\$120,000.00**

Due to the multiyear funding option for some grants and sponsorships, the 2024-25 CIF budget has committed funds to the following:

- | | |
|-----------------------------|--------------|
| 1. Community Support Grants | \$ 7,869.00 |
| 2. Community Events | \$ 42,138.00 |
| 3. Destination Events | \$ 25,000.00 |
| 4. Sponsorships | \$287,800.00 |

Total: **\$362,807.00**

OFFICER DIRECT OR INDIRECT INTEREST

No person involved in the preparation of this report has a direct or indirect interest requiring disclosure.

4.2 Final Economic Development and Tourism Strategy for Adoption

Prepared By	Jayde Hayes, Manager - Economic Development
Authorised By	Director - Community Strengthening
Document ID	A13008795
Briefing Note Number	BN1880 – 23 April 2024
Attachment(s)	<ol style="list-style-type: none">1. Final Economic Development and Tourism Strategy2. Consultation Report - Draft Economic Development and Tourism Strategy

EXECUTIVE SUMMARY**A Thriving Peninsula 2023 – Our Economic Development and Tourism Strategy**

(Attachment 1) is a 10-year strategy to guide how Mornington Peninsula Shire (the Shire) will contribute to sustainable economic growth in the region.

The Economic Development and Tourism Strategy (EDTS) has been developed with significant input from local businesses and the broader community, industry bodies, Councillors and Shire officers. It analyses and considers demographic and economic data to identify key areas of focus for the Shire in the coming 10 years. The strategy aims to achieve outcomes related to business and industry growth, opportunities for education and employment, a vibrant tourism economy and a greener business environment. The strategy identifies six principles that underpin the strategic approach and four pillars that categorise and prioritise actions within the strategy.

Community consultation on the draft EDTS was undertaken at the end of 2023 and minor updates have been made to the draft document.

The final version of the strategy is presented to Council for adoption.

RECOMMENDATION

That Council adopts A Thriving Peninsula – Our economic development and tourism strategy (Attachment 1).

COUNCIL & WELLBEING PLAN

This aligns with the Council and Wellbeing Plan, in particular:

Theme 2: A robust, innovative and diverse economy.

- Strategic Objective 2.1: A community that has access to world class local learning opportunities through all stages of life.
- Strategic Objective 2.2: A strong food economy, promoting growth to enhance community access.
- Strategic Objective 2.3: A thriving entrepreneurial economy, with a vibrant tourism sector, that provides accessible employment to our diverse community

4.2 (Cont.)

- Strategic Objective 2.4: A diverse economy, with green and renewable opportunities, encouraging entrepreneurship, investment and innovation.

GOVERNANCE PRINCIPLES

Section 9 of the *Local Government Act 2020* states that a Council must in the performance of its role give effect to the overarching governance principles. This report aligns with principles B, C, E and F which are:

- B. Priority is to be given to achieving the best outcomes for the municipal community, including future generations.
- C. The economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.
- E. Innovation and continuous improvement is to be pursued.
- F. Collaboration with other Councils and Governments and statutory bodies is to be sought.

RELEVANT COUNCIL DECISIONS AND POLICIES

Not applicable.

DISCUSSION**Background**

A Thriving Peninsula 2033 strategy is an evidence-based, Council led, 10-year strategy which articulates how Council will aim to achieve sustainable economic development and tourism on the Mornington Peninsula.

The EDTS aligns with the Council and Wellbeing Plan, contributing to the realisation of Council's objectives for a robust, innovative and diverse economy, a healthy natural environment, well-planned townships and a connected and healthy community.

The EDTS will be regularly reviewed alongside the Council and Wellbeing Plan to ensure it remains relevant and that the delivery of identified priorities are supported operationally by adequate resourcing, and annual plans tied to the annual budgetary process.

The following process was undertaken to draft the strategy:

- Stage 1: Scene setting phase – project inception (February 2023)
- Stage 2: Research phase – situation and future trends analysis (February to March 2023)
- Stage 3: Direction-setting phase – strategic issues, opportunities and directions (March to April 2023)
- Stage 4: Action planning and delivery phase – preparation of the economic development and tourism strategy (April to August 2023).

The draft Economic Development and Tourism Strategy (EDTS) was placed on public exhibition following the Council Meeting on 3 October 2023.

During the 6-week exhibition period, consultation was undertaken with businesses, industry stakeholders and the broader community. A Community Consultation Report (Attachment 1) was written to summarise the consultation and the results.

Strategy vision

The information provided by Councillors, the community and expert industry groups has been crafted into the below vision statement:

“A local economy that is resilient through its diversity and innovation, that works alongside the Peninsula’s natural assets and supports a thriving and connected community”

Strategy outcomes

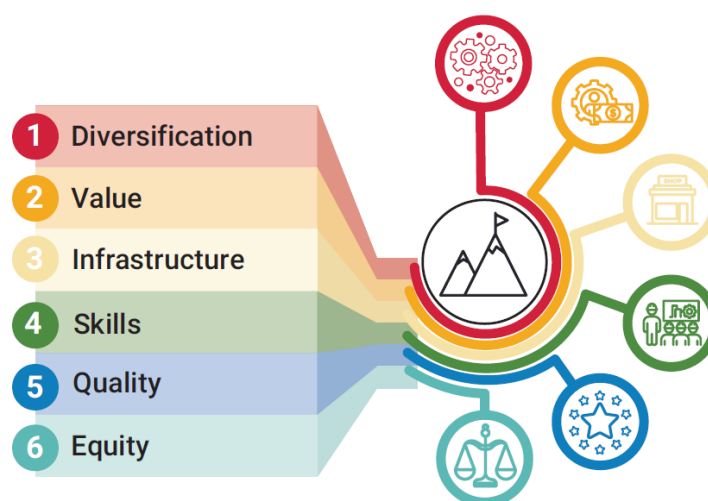
The following strategy outcomes align with the aspirations and priorities of the business community and the community at large:

- *Business and industry growth through business retention, expansion and support for innovation and investment in a diversity of industries.*
- *Opportunities for education, employment and career pathways which retain and support a growing and diverse population.*
- *A vibrant tourism economy that capitalises on and enhances the Mornington Peninsula’s natural assets, without compromising its highly valued and unique natural environment.*
- *A greener business environment that prioritises circular economy principles and works towards a zero-carbon future.*

Guiding principles

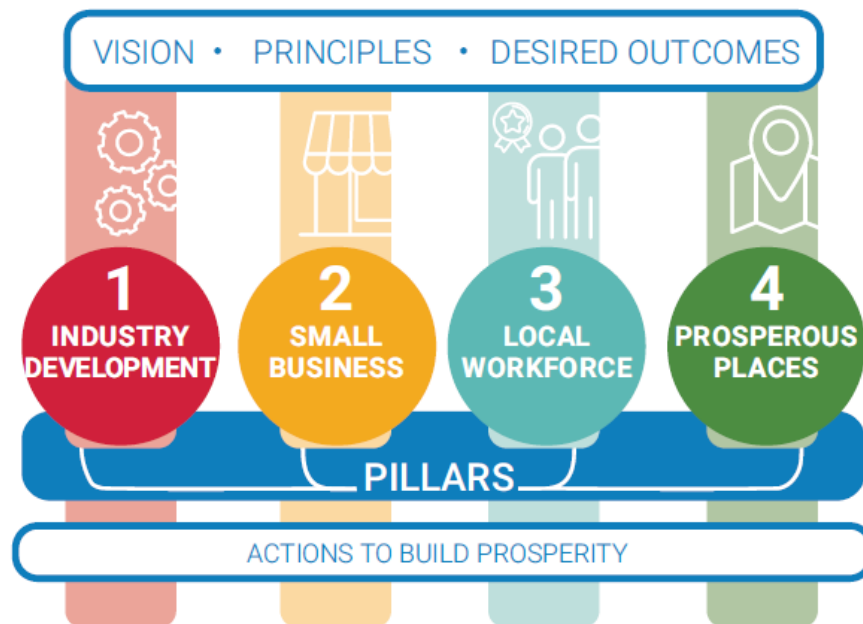
The following guiding principles have been created from the aspirations communicated by councillors and the community. These guiding principles act as a litmus test against which actions and ideas can be assessed.

Mornington Peninsula Shire Council's Guiding **Principles for Prosperity**



Strategy pillars

Informed by the vision, guiding principles and desired strategy outcomes, each initiative in the EDTS has been prepared to support a thriving economy Peninsula-wide, with a focus on **Industry Development, Small Business, Local Workforce** and **Prosperous Places**.



Strategy action plan

The EDTS contains over 30 individual actions across the four pillars. Some of the actions seek to build on, or continue initiatives, already in place. Some are already resourced while others require additional resourcing (depending on implementation priorities).

Several actions will be led by Council and involve specific tasks and an allocation of Council's human, physical and financial resources. Other initiatives refer to Council-supported activities that may be delivered in partnership with stakeholders, and the remaining are advocacy initiatives where Council seeks to influence others to deliver outcomes.

For each action, implementation stakeholders are identified, outputs are highlighted, and the resourcing required to implement is noted. Each action is also assigned a delivery timeframe short-term (1-2 years), medium-term (3-5 years) or longer-term initiative (5+ years).

Options for consideration

Shire officers recommend that Council adopts the Strategy and commences implementation with relevant partners.

ENGAGEMENT

Significant consultation has been undertaken to inform the EDTS. Interviews with critical stakeholders, broad surveying of the community and workshops with Shire officers have given the consultant a broad base of information upon which the EDTS is based.

Community consultation

Consultants and Shire officers collaborated to create a survey which was released to the Mornington Peninsula community for six weeks. The survey asked the community to provide insights into what they saw as key strengths and weaknesses of the Peninsula, ideas for development and what they felt Council's role is in facilitating sustainable economic growth.

4.2 (Cont.)

From the surveying period, 270 responses were collected and collated. Approximately 49% of the responses were from businesses, and 51% were from individual community members.

Shire Officers

A Project Control Group (PCG) was brought together at the start of the project to guide and inform the final EDTS. The PCG contributed to and commented on the guiding questions, key strategic themes and community survey results, adding expert advice to information collected.

In addition to the PCG, workshops were held with internal subject matter experts. A range of questions were asked to understand work already being undertaken or planned that may be relevant. Also, whether new actions coming out of this strategy could be accommodated.

Stakeholder interviews

One-on-one interviews were held with 58 critical individuals and groups. These groups broadly fit into the following categories:

- Government
- Arts/Culture
- Tourism/Visitor Economy
- Agriculture/Food Production
- Education/Training
- Health/Wellbeing
- Business/Industry
- Non-Government/Asset Managers/Representative Bodies.

The experts provided bigger picture information, enabling the consultant to identify state and federal trends, upcoming opportunities, risks and partners who will be critical to the delivery of the EDTS.

The draft EDTS was placed on public exhibition between 16 October and 1 December 2023. The Community Consultation Report (Attachment 2) summarises the feedback collected during this time. Survey results suggest that there was broad support for the outcomes identified in the EDTS.

The themes identified in the feedback are listed below:

Key Themes
Destination management including transport infrastructure, reducing seasonality, financial contribution of visitors, increasing appropriate accommodation options and new product with a focus on ecotourism (9)
Regular business and industry stakeholder engagement, partnership opportunities (8)
Clarity on the role of the Green Wedge Zone in business and tourism (6)

Red tape reduction for businesses, specific mention of the Small Business Charter (5)
Focus on environmentally conscious development, circular economy and social enterprise (4)
Attracting and retaining key workers; finding solutions to the housing shortage (5)
Better alignment of outcomes to the strategy, measurability, and timeframes for actions (3)
Increase emphasis on investment attraction (3)
Improve Shire processes; customer service, efficient service delivery, transparency (3)

On review, most of the themes have been sufficiently covered in the strategy and the feedback served to elevate these topics and put context towards them. Minor changes were made to the draft EDTS following the draft consultation period.

COMMUNICATIONS PLAN

Communication will be undertaken post adoption of the strategy to acknowledge the business community and promote some of the initiatives, to be delivered in the coming years.

LEGAL AND REGULATORY FRAMEWORK

Not applicable.

CLIMATE AND SUSTAINABILITY CONSIDERATIONS

One of the outcomes sought from the strategy is a greener business environment. Businesses have an important role in reducing carbon emissions to lessen their impact on climate change. The Shire, through various service areas, can provide support to the business community to reduce carbon activities. There are actions in this strategy outlining how this support will be delivered.

FINANCIAL CONSIDERATIONS

Of the 26 actions outlined in the Strategy, half will be delivered within Council's existing resources. These actions are a mix of existing programs in Shire business as usual activities or projects that have been funded through previous budget processes.

The remaining half of actions that have additional budget requirements are existing unfunded projects identified by various teams within the Shire. Where relevant and prioritised budget submissions will be undertaken through Council's future budget processes seeking support to prioritise and deliver these initiatives, along with seeking external funding opportunities.

OFFICER DIRECT OR INDIRECT INTEREST

No person involved in the preparation of this report has a direct or indirect interest requiring disclosure.

4.3 Sorrento Surf Lifesaving Club - Funding Extension

Prepared By	Rebecca Levy, Manager - Destination, Recreation & Community Connection; Bulent Oz, Chief Financial Officer; Mark Stahel, TManager - Destination, Recreation and Community Connection
Authorised By	Director - Community Strengthening
Document ID	A13067713
Briefing Note Number	BN1894 – 7 May 2024
Attachment(s)	<ol style="list-style-type: none">1. Sorrento Surf Life Saving Club Design Advisory Report ↓2. Council Meeting Minutes - 14 December 2021 ↓3. Formal funding extension request from SSLSC - April 2024 ↓

***Addendum Agenda – Late Report
Circulated – Friday, 10 May 2024***

EXECUTIVE SUMMARY

On 14 December 2021, Council resolved to provide the Sorrento Surf Life Saving Club with a \$1 million contribution towards redevelopment of their facilities. The timeframe across which this funding would be provided, the 2023 financial year (FY23) and 2024 financial year (FY24), is about to lapse without the requirements for funding to be released being met.

On Tuesday 30 April 2024, the Sorrento Surf Life Saving Club sent a request for an extension to this timeframe to Shire Chief Executive Officer (CEO), Mr John Baker. The Club requested that the funding be provided across FY25 and FY26.

On Tuesday 7 May 2024 Shire officers attended a Councillor briefing to discuss this request on extending the adopted funding timeline. At the briefing, Shire officers noted that the item was due to be brought to a Council meeting, for Council to consider adopting a change to the funding timeline.

RECOMMENDATION**That Council:**

1. **Approve this new resolution on the basis that it supersedes and replaces, with immediate effect, the Council resolution dated 14 December 2021.**
2. **Subject to all condition precedents being met, extends the timeframe within which the approved funds (being \$1 million, excluding GST) are made available, to be provided to the Sorrento Surf Life Saving Club, across FY25 and FY26, for**

4.3 (Cont.)

the Sorrento Surf Life Saving Club Development Proposal as detailed in Attachment 1, with this extension expiring on 30 June 2026.

3. Confirms Council's contribution will be paid at key project milestones detailed in the formal funding agreement, noted in item 4b.
4. Notes the contribution is subject to:
 - A. receipt of all necessary permits and approvals required for delivery of the redevelopment.
 - B. a fully executed formal funding agreement between the Sorrento Surf Life Saving Club and Mornington Peninsula Shire Council upon terms which are acceptable to the Mornington Peninsula Shire Council.
 - C. the Sorrento Surf Life Saving Club having entered into a lease agreement with Parks Victoria (or such other relevant landlord) on terms and for a period which meet the approval of Council's Chief Executive Officer
 - D. provision of written confirmation from the relevant funding individuals and/or organisations that funding committed by these parties will also be extended across FY25 and FY26.
 - E. the Sorrento Surf Life Saving Club having all funds required to complete construction, with the Sorrento Surf Life Saving Club providing written confirmation of the same to Mornington Peninsula Shire Council.
5. Confirms that no further funding will be provided for this project. Any cost escalations will be borne by the Sorrento Surf Life Saving Club.
6. In the event that the project does not proceed to completion, the Sorrento Surf Life Saving Club shall repay the \$1 million (or any part thereof which has been released) to the Mornington Peninsula Shire Council, within 5 years of the date upon which written demand for repayment is issued by the Mornington Peninsula Shire Council, to be used for future community projects or services.

COUNCIL & WELLBEING PLAN

This aligns with the Council and Wellbeing Plan, in particular:

Theme 3: A flourishing, healthy and connected community.

- Strategic Objective 3.1: A healthy and self-determined community where everyone feels valued, supported and safe.

GOVERNANCE PRINCIPLES

Section 9 of the *Local Government Act 2020* states that a Council must in the performance of its role give effect to the overarching governance principles. This report aligns with principles C and G which are:

- C. The economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.
- G. The ongoing financial viability of the Council is to be ensured.

4.3 (Cont.)**RELEVANT COUNCIL DECISIONS AND POLICIES**

Council decision 14 December 2021:

1. *That Council makes a total contribution of \$1 million (excluding GST) towards Sorrento Surf Life Saving Club Development Proposal as detailed in Attachment 1 subject to the receipt of the necessary permits and approvals.*
2. *That Council's contribution is provided within the next two financial years (FY23 and FY24), subject to the Sorrento Surf Life Saving Club securing all other funding required to undertake the Development Proposal (Attachment 1)*

DISCUSSION

The purpose of this report is for Council to consider a request from the Sorrento Surf Life Saving Club (SSLSC) to extend their funding agreement with Council across FY25 and FY26.

Background

On 14 December 2021, Council resolved to provide the Sorrento Surf Life Saving Club with \$1 million over FY23 and FY24 to support redevelopment of their facilities (see Attachment 1). This funding was subject to the provision of the necessary approvals and the club acquiring all other funding required to complete the redevelopment, estimated at the time to cost \$5.5 million. The additional funding is coming from a government grant (\$3.5 million) and donations (\$0.5 – \$1.5 million).

Shire officers have maintained contact with the club to understand how the project is progressing in order to administer the funds as per the Council resolution. Council's planning team have worked closely with the club to provide them with the support needed to obtain a planning permit.

On Monday, 22 April 2024 the club informed Shire officers via email that they would need to seek an extension to the funding being provided by Council. This email was followed with a formal letter to the CEO on Tuesday 30 April 2024 – refer to attachment 3. This extension is sought as the landowner has not yet provided consent for the project and subsequently, the SSLSC have been unable to obtain the permits required for the Shire to release the funds as per the resolution.

The SSLSC are seeking to extend Council's funding across FY25 and FY26, requiring a carry forward each financial year.

Risk for Council's consideration

The SSLSC currently does not have a lease agreement with the landowner. Shire officers have been advised that further negotiations are required with the landowner to resolve this matter.

There is a risk that the project will not be delivered by the end of FY26, due to the complexity of the approvals required, the requirement for further design adjustments and the length of the procurement process.

- Delivery of the project is dependent on:
 - The SSLSC obtaining the necessary planning permits, which requires consent from the landowner. The Shire's Planning team are awaiting further information including Geotechnical Report, Coastal Hazard Vulnerability Report, reviewed biodiversity report, and revised architectural drawings that respond to Design

4.3 (Cont.)

Advisory Panel recommendations. It has been requested that this information be provided to planning by 28 June 2024. Following the receipt of the information the application would need to be advertised and referred. Submissions and referrals would then determine actions required before a decision could be finalised.

- The SSLSC finding additional funds to cover any cost escalations, accrued since the project began in 2021. The SSLSC estimates cost escalations of \$500,000 however these are likely to increase prior to delivery. The club is committed to finding the additional funds through fundraising activities.
- Confirmation from the grant provider of a funding agreement extension, as the timelines in the funding agreement have lapsed.

Options for consideration

1. Extend the timeline for the provision of funding across FY25 and FY26.
2. Extend the timeline for the provision of funding across FY25 only. This option may impact delivery of the project as the required permits may not be obtainable in FY25.
3. Do not extend the timeline for funding, returning the allocated funds to Council's budget for redistribution to other Council projects or services.

ENGAGEMENT

Following engagement with the Club representatives, Shire officers discussed this matter with Councillors at a briefing held on 7 May 2024,

LEGAL AND REGULATORY FRAMEWORK**CLIMATE AND SUSTAINABILITY CONSIDERATIONS**

Consideration of the environmental sensitivities of the site is required as part of the planning permit process.

FINANCIAL CONSIDERATIONS

This project will require carry forward of funds into FY25 and FY26. These funds are currently allocated in Council's operating budget, therefore no further funds will be required in future financial years.

OFFICER DIRECT OR INDIRECT INTEREST

No person involved in the preparation of this report has a direct or indirect interest requiring disclosure.

PLANNING & INFRASTRUCTURE

4.4 Shaping Greater Dromana Plan - Draft for Community Consultation

Prepared By	Mahsa Mesgar, Senior Strategic Planner
Authorised By	Director - Planning and Infrastructure
Document ID	A13020231
Briefing Note Number	BN1864 – 26 March 2024
Attachment(s)	1. Draft Shaping Greater Dromana Plan - May 2024

EXECUTIVE SUMMARY

The purpose of this report is to present the draft Shaping Greater Dromana Plan (draft Plan) and recommend that Council endorse the draft Plan for community feedback before the Plan is finalised for adoption later this year.

The draft Plan defines a proposed overall vision for the Greater Dromana area, incorporating the breadth of existing and proposed Council-led strategies that are delivering outcomes in the following key areas:

- environmental protection and climate resilience
- sustainable transport and movement networks
- community infrastructure, public open space and recreation
- local economic development
- affordable and diverse housing.

For each of these themes, the draft Plan organises initiatives into three primary categories:

- Current Initiatives: What are we working on?
- Future Initiatives: What's on the horizon?
- Advocacy Efforts: What are we advocating for?

Each theme is supported by a series of maps to spatially represent planned outcomes for the Greater Dromana area.

It is recommended that consultation on the draft Plan include seeking preliminary community views on the future use and development of the Dromana and Arthurs Seat escarpment area and Parkdale/Hillview Community Reserve to help inform the Dromana and Arthurs Seat Escarpment Management Plan and Parkdale/Hillview Community Reserve Master Plan which are currently being developed alongside the draft Plan.

RECOMMENDATION

That Council endorses the draft Shaping Greater Dromana Plan (Attachment 1) for community consultation.

COUNCIL & WELLBEING PLAN

This aligns with the Council and Wellbeing Plan, in particular:

Theme 1: A healthy natural environment and well-planned townships.

- Strategic Objective 1.1: An accessible and unique natural environment that helps our community to be healthy and well.
- Strategic Objective 1.2: A healthy ecosystem, in which our coastline, bushland, wildlife and green wedge is resilient to the climate emergency and development.
- Strategic Objective 1.3: A sustainable built environment that respects the natural environment and protects the community from the impacts of the climate emergency.
- Strategic Objective 1.4: An accessible built environment that supports diverse, current and future community needs.

Theme 2: A robust, innovative and diverse economy.

- Strategic Objective 2.2: A strong food economy, promoting growth to enhance community access.
- Strategic Objective 2.3: A thriving entrepreneurial economy, with a vibrant tourism sector, that provides accessible employment to our diverse community
- Strategic Objective 2.4: A diverse economy, with green and renewable opportunities, encouraging entrepreneurship, investment and innovation.

Theme 3: A flourishing, healthy and connected community.

- Strategic Objective 3.1: A healthy and self-determined community where everyone feels valued, supported and safe.
- Strategic Objective 3.2: A resilient and confident community where everyone connects and is supported.
- Strategic Objective 3.3: A community in which people from all generations, backgrounds and abilities can access local services.
- Strategic Objective 3.4: A community with vibrant arts, culture, sport and recreational opportunities that foster connections and participation across generations, backgrounds and abilities.
- Strategic Objective 3.5: A community that is well connected through sustainable, accessible and integrated transport options.

GOVERNANCE PRINCIPLES

Section 9 of the *Local Government Act 2020* states that a Council must in the performance of its role give effect to the overarching governance principles. This report aligns with principles B, C, D, H, and I which are:

- B. Priority is to be given to achieving the best outcomes for the municipal community, including future generations.

4.4 (Cont.)

- C. The economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.
- D. The municipal community is to be engaged in strategic planning and strategic decision making.
- H. Regional, state and national plans and policies are to be taken into account in strategic planning and decision making.
- I. The transparency of Council decisions, actions and information is to be ensured.

RELEVANT COUNCIL DECISIONS AND POLICIES

Notice of Motion (NOM) 312 was considered at the 28 October 2021 Council Meeting. This NOM was in response to a community budget submission for the development of a master plan for the south eastern section of Dromana encompassing the industrial estate, the north facing slopes of Arthurs Seat and surrounding private and public land abutting the Urban Growth Boundary.

Key strategic work that has informed the draft Plan includes:

- Biodiversity Conservation Plan (2019)
- Community Facilities Infrastructure Strategy
- Council and Wellbeing Plan 2021-2025
- Dromana and Arthurs Seat Escarpment Management Plan
- Dromana Community Facilities Project
- Dromana Residential Investigation Areas Assessment 2017
- Dromana Township Built Form Review 2017
- Dromana Township Plan 2018
- Housing and Settlement Strategy Refresh 2020-36
- Integrated Water Management Plan (2021)
- Mornington Peninsula Bicycle Strategy Ridesafe – 2010- 2014
- Mornington Peninsula Shire Arts and Culture Plan (2020-2024)
- Mornington Peninsula Green Wedge Management Plan (2019)
- Mornington Peninsula Shire Strategic Planning Bushfire Assessment (2023)
- Mornington Peninsula Shire Music Plan 2025
- Municipal Emergency Management Plan 2021-2024
- Neighbourhood Character Study and Guidelines (2019)
- Our Positive Ageing Strategy 2020-2025

4.4 (Cont.)

- Pedestrian Access Strategy 2024
- Play Space Strategy 2015-2020
- Property Strategy (2018)
- Ride2School Program
- Roadside Equestrian and Mountain Bike Trails Strategy 2014-2019
- Sports Capacity Plan
- Recreational Facilities for Mountain Bike and BMX Strategy 2023
- Sustainable Transport Strategy 2015-2020
- Towards Zero Road Safety Strategy 2020-2025.
- Urban Forest Strategy.

DISCUSSION**Purpose**

The purpose of this report is to present the draft Shaping Greater Dromana Plan (draft Plan) and recommend that Council endorse the draft Plan for community consultation before it is finalised for adoption later this year.

Background

In response to a proposal by the Dromana Association Inc., Council allocated \$50,000 to prepare a precinct plan for Dromana which defines a vision, strategic directions, and guidelines to ensure effective planning of the locality. The draft Plan delivers on this objective, building on the considerable body of strategic work that Council has already adopted, or committed to deliver, at both a Mornington Peninsula Shire (Shire) wide and local level. Key strategic work that has informed the draft Plan includes:

- Land use planning: Housing and Settlement Strategy Refresh 2020-36; Neighbourhood Character Study and Guidelines 2019; Dromana Township Plan 2018; Dromana Residential Investigation Areas Assessment 2017; Dromana Township Built Form Review 2017.
- Community infrastructure, public open space, sport, and recreation planning: Sports Capacity Plan; Recreational Facilities for Mountain Bike and BMX Strategy 2023; Play Space Strategy 2015-20; Roadside Equestrian and Mountain Bike Trails Strategy 2014-2019; draft Community Facilities Infrastructure Strategy; Dromana Community Facilities Project.
- Access and transport network planning: Sustainable Transport Strategy 2015 - 2020; Pedestrian Access Strategy 2024; Mornington Peninsula Bicycle Strategy Ridesafe – 2010- 2014; Ride2School Program; Towards Zero Road Safety Strategy 2020-2025.
- Environmental risks and mitigation plans: Mornington Peninsula Green Wedge Management Plan (2019); Biodiversity Conservation Plan (2019), Urban Forest Strategy; Mornington Peninsula Shire Strategic Planning Bushfire Assessment (2023).

Overview of the draft Shaping Dromana Plan:

The draft Plan is included as Attachment 1 to this report. It provides a strategic framework for the Greater Dromana area and explains how various Council led plans, projects and initiatives are helping to shape the area's future as a well-planned and sustainable township with a healthy, thriving and connected community.

A vision for the township

The draft Plan includes the following proposed overall vision for the Greater Dromana area which incorporates essential elements from various adopted Council strategies and plans:

The Greater Dromana area celebrates its unique coastal setting nestled at the base of Arthurs Seat. The large township of Dromana will provide local shops, schools, parks, jobs and services for communities living in Dromana and Safety Beach. The Greater Dromana area will continue to be a popular place for the many tourists who come to visit. Our economy will thrive, driven by diverse and innovative local businesses and industry. Future development will be carefully integrated, respecting our local character and significant landscapes, and we will ensure our local biodiversity is healthy, valued and protected.

Key elements shaping Greater Dromana

Following the vision, the draft Plan provides an overview of:

- the demographic profile of the local community
- the breadth of existing and proposed strategies which are delivering outcomes in the following key areas:
 - environmental protection and climate resilience
 - sustainable transport and movement networks
 - community infrastructure, public open space and recreation
 - local economic development
 - affordable and diverse housing.

For each of the above elements, the draft Plan groups strategic initiatives into the following three categories with a focus on highlighting how Shire-wide initiatives are driving outcomes for Dromana:

- Current Initiatives: What are we working on?
- Future Initiatives: What's on the horizon?
- Advocacy Efforts: What are we advocating for?

Each of the key themes are also supported by a series of maps to spatially represent planned outcomes for Dromana.

The details of the proposed community consultation are included in the 'Engagement' section of this report.

Allied Council led projects for Greater Dromana

4.4 (Cont.)

It is noted that the following strategic work specific to the Greater Dromana area is being developed concurrent to the draft Plan:

- Dromana & Arthurs Seat Escarpment Management Plan: With \$225,000 in funding (which includes a 1 year officer role), this project originated from the 2022 Arthurs Seat/Wonga Escarpment roundtable forum and aims to develop an agreed vision and key principles for the future of the escarpment that recognises the linkages into the Dromana township and surrounding green wedge hinterland.
- Parkdale/Hillview Community Reserve Master Plan: With \$46,000 in funding, this project aims to develop a masterplan for the Hillview Community Reserve and the Parkdale land (also known locally as 'Pat's Paddock') including management options for Pat's Paddock. As part of this, the project will explore the Dromana Association Inc.'s idea of creating a community forest and recreational opportunities, including a regional mountain biking facility.

As outlined below, Shire officers recommend that Council seeks preliminary community input on the above initiatives as part of broader community consultation on the draft Plan. This approach ensures efficient use of Council resourcing and avoids potential for 'consultation fatigue' in what would otherwise be staged, consecutive consultation campaigns.

Options for consideration***Option A: Progress to community consultation on the draft Plan***

This option is recommended so that Council can obtain community feedback on the draft Plan before it is finalised for Council adoption. Consulting on the draft Plan also provides an opportunity for Council to seek early community input on the desired future use and development of the Dromana and Arthurs Seat escarpment area and Parkdale/Hillview Community Reserve to help inform the respective management and masterplans for these areas which are concurrently being prepared by Council.

Option B: Do not undertake community consultation on the draft Plan

This option is not recommended because it would mean that the community would not have an opportunity to provide feedback on the draft Plan before it is finalised and presented to Council for adoption later this year. It would also mean that Council would forgo an opportunity to combine consultation resourcing to gain early community feedback to help inform development of the Dromana and Arthurs Seat Escarpment Management Plan and Parkdale/Hillview Community Reserve Masterplan.

ENGAGEMENT**Stakeholder workshops**

Apart from a comprehensive review of existing and proposed strategic initiatives for the Greater Dromana area, preparation of the draft Plan has been informed by the following stakeholder workshops:

- Ward Councillors Workshop on 22 February 2024
- Dromana Association Workshop on 6 March 2024.

The purpose of these workshops was to:

- seek input on the Plan's objectives and scope
- provide a progress update on works carried out to date

4.4 (Cont.)

- seek feedback on the proposed draft vision for the Greater Dromana area
- gather insights on local knowledge to help shape the Plan and community engagement
- explain next steps in the process, including project timelines and community consultation.

Community consultation

It is proposed to undertake community consultation on the draft Plan over a five-week period beginning Monday, 20 May and concluding Friday, 21 June 2024. The purpose of consultation would be to:

- seek feedback on the proposed overall vision for the Greater Dromana area,
- inform and educate the community about the various current, future and advocacy initiatives being delivered by Council for the Greater Dromana area (as outlined in the draft Plan), and
- seek feedback on what people like about the draft Plan and whether they think there are any gaps in the draft Plan.

As part of this consultation process, it is recommended that initial community input be sought to help guide development of the Dromana and Arthurs Seat Escarpment Management Plan and Parkdale/Hillview Community Reserve Master Plan. Specifically, to seek feedback on how the community currently uses the escarpment area and Hillview Community Reserve and how they would like to see these spaces used and developed into the future.

Consultation is proposed to include:

- A dedicated webpage on the Shire's website where people can download a copy of the draft Plan and give feedback online.
- An online survey and interactive map.
- Social media feeds and digital promotion.
- Media releases, and promotion in Peninsula Buzz and other Shire e-newsletters.
- Advertisements in the local paper.
- Letters to local community groups and stakeholders.
- Two pop-up sessions in the local area to collect feedback and explain how people can have their say on the draft Plan via Council's website or a written submission. The proposed pop-up sessions are:
 - 25 May - Dromana Community Market pop-up
 - 13 June - Dromana IGA pop-up.

The outcomes of community consultation will be reported to Council at a future Council Meeting.

4.4 (Cont.)**COMMUNICATIONS PLAN**

The above engagement activities will occur in accordance with a Communications and Engagement Plan prepared by the Shire's Communications and Engagement team.

LEGAL AND REGULATORY FRAMEWORK

The draft Plan has been prepared having regard to the provisions of the *Planning and Environment Act 1987* and the Victorian Planning Provisions, where applicable.

CLIMATE AND SUSTAINABILITY CONSIDERATIONS

The draft Plan incorporates strategic initiatives that address climate and sustainability considerations, both directly and indirectly, aligning with broader Council-led efforts to foster environmental stewardship and sustainable development. The draft Plan includes an extensive list of existing and proposed initiatives for environmental, social, and economic sustainability.

FINANCIAL CONSIDERATIONS

Preparation of the Shaping Greater Dromana is being funded by \$50,000 allocated within the Council Budget. The costs to undertake community consultation on the draft Plan are included within this budget.

Strategic initiatives, capital work projects, community capital projects and community grant projects listed in the draft Plan will be implemented within existing operational and capital budgets. The draft Plan notes which projects are fully funded by State Government.

OFFICER DIRECT OR INDIRECT INTEREST

No person involved in the preparation of this report has a direct or indirect interest requiring disclosure.

4.5 Draft Sports Capacity Plan Volume 2 Indoor Sports & Volume 3 Other Sports (not field based)

Prepared By	Scott Daniel, Coordinator - Recreation and Open Space Planning
Authorised By	Director - Planning and Infrastructure
Document ID	A12942551
Briefing Note Number	BN1817 – 5 December 2023
Attachment(s)	<ol style="list-style-type: none">1. Draft Sports Capacity Plan Volume 2- Indoor Sports2. Draft Sports Capacity Plan Volume 3- Other Sports (not field based)

EXECUTIVE SUMMARY

Council adopted the Sports Capacity Plan, Volume 1 – Sports Fields in 2019. This Plan provides a strategic approach to the upgrade and provision of new field-based sporting infrastructure to ensure that the current and future sporting needs of the community are met.

The Draft Sports Capacity Plan Volumes 2 and 3 (Draft Plans) provide the same strategic approach for non-field-based sporting infrastructure. The Draft Plans review the existing provision of facilities for indoor sports and non-field based sports and their adequacy to meet the existing and future sporting needs of the Mornington Peninsula population.

Targeted consultation and engagement has been undertaken to inform the draft Sports Capacity Plan Volume 2 and 3.

The intent of this report is to seek Council approval of the draft Sports Capacity Plan Volume 2 and 3 for the purposes of community consultation.

RECOMMENDATION

That Council approves Draft Sports Capacity Plan Volume 2 Indoor Sports & Volume 3 Other Sports (not field based (Attachments 1-2) for community consultation.

COUNCIL & WELLBEING PLAN

This aligns with the Council and Wellbeing Plan, in particular:

Theme 1: A healthy natural environment and well-planned townships.

- Strategic Objective 1.4: An accessible built environment that supports diverse, current and future community needs.

Theme 3: A flourishing, healthy and connected community.

- Strategic Objective 3.4: A community with vibrant arts, culture, sport and recreational opportunities that foster connections and participation across generations, backgrounds and abilities.

4.5 (Cont.)**GOVERNANCE PRINCIPLES**

Section 9 of the *Local Government Act 2020* states that a Council must in the performance of its role give effect to the overarching governance principles. This report aligns with principles B and D which are:

- B. Priority is to be given to achieving the best outcomes for the municipal community, including future generations.
- D. The municipal community is to be engaged in strategic planning and strategic decision making.

RELEVANT COUNCIL DECISIONS AND POLICIES**25 June 2019 Council meeting - Adoption of the Sports Capacity Plan Volume 1.**

This Plan includes a set of key principles to guide the future planning and development of sports facilities on the Mornington Peninsula. These principles have informed the process of the Draft Plans to predict future sporting facility needs, the sports facility hierarchy and the sports facility development standards for each sport code.

Mornington Peninsula Shire's Sports Club Management Policy - provides a framework for consistent, equitable and transparent management and use of sport facilities by clubs to maximise the benefit to the Mornington Peninsula community.

DISCUSSION**Purpose**

The purpose of this report is to seek Council approval of the draft Sports Capacity Plan Volume 2 Indoor Sports (Attachment1) and Volume 3 Other Sports (not field based) (Attachment2) for the purposes of community consultation.

Background

The Draft Sports Capacity Plan Volumes 2 and 3 (Draft Plans) provide the same strategic approach for non-field-based sporting infrastructure. The Draft Plans review the existing provision of facilities for indoor sports and non-field based sports and their adequacy to meet the existing and future sporting needs of the Mornington Peninsula population.

The Draft Plans aim to address issues relating to sporting participation across the Mornington Peninsula Shire (the Shire), including the rapid growth in female and junior involvement in sports. As a result of increased participation, many existing sporting facilities across the Shire are being used at, or over their current capacity. There are also other facilities that are over-provided for.

The Draft Plans, once finalised, will guide the future provision of sporting infrastructure in the Shire for indoor and other sports (not field based), to ensure future community demand is met.

Sports included in each of the volumes is as follows:

Volume 2 – Indoor Sports

- Badminton
- Basketball

4.5 (Cont.)

- Calisthenics
- Futsal
- Gymnastics
- Netball (indoor)
- Squash and Racquetball
- Table Tennis
- Volleyball.

Volume 3 – Other Sports (not field based)

- Archery
- Bocce
- Bowls
- Croquet
- Golf
- Netball (outdoor)
- Petanque
- Shooting Sports
- Sport Cycling
- Tennis.

Broadly, the Draft Plans covers the following key components

- Background Review and Research:
 - A review of Mornington Peninsula Shire's (Shire) current and future demographics
 - Review of existing Shire and other relevant strategy documents
 - Analysis of National, State and local sport participation trends.
- Sports Facility Standards
 - Sports Facility Principles – Key principles that will guide the future planning and development of sports facilities on the Mornington Peninsula
 - Sports Facility Provision Ratios – identifies the number of facilities required to meet the needs of the Shire's unique communities/demographics
 - Sport Facility Hierarchy – Classification of sports facilities based on intended use (Local, District, Shire and Regional level), and

4.5 (Cont.)

- Sports Facility Development Standards – Design guidelines that ensure quality, equity and consistency in facility provision.
- Current Provision and Gap Analysis
 - Analyses the current provision of sports infrastructure and identification of gaps (current and into the future) or oversupply. This includes an assessment of the quality, distribution, condition and usage of each existing sporting infrastructure.
- Recommendations
 - Collation of information and recommendations – Using the above information, a range of broad and specific recommendations have been developed that address sports capacity issues within the Shire.

The Draft Plans recommends a range of projects that address sports capacity issues in the Shire.

The future planning, development and renewal of sports facility infrastructure on the Mornington Peninsula is underpinned by the abovementioned Principles, Provision Ratios, Facility Hierarchy and Development Standards.

As an outcome of the above process, a gap analysis has been undertaken for each of the sports identified in the Draft Plans, with the following required to adequately serve the Shire's community by 2036.

Volume 2 – Indoor Sports

Northern Planning Area	Southern Planning Area	Western Port Planning Area
Badminton – Shortfall of 4	Badminton – Shortfall of 4	Badminton – Meets need
Basketball – Shortfall of 4	Basketball – Shortfall of 4	Basketball – Meets need
Calisthenics – Shortfall of 1	Calisthenics – Shortfall of 1	Calisthenics – Meets need
Futsal – Shortfall of 2	Futsal – Shortfall of 2	Futsal – Shortfall of 2
Gymnastics – Meets need	Gymnastics – Shortfall of 1	Gymnastics – Meets need
Netball Indoor – Shortfall of 4	Netball Indoor – Shortfall of 4	Netball Indoor – Meets need
Squash/Racquetball – Shortfall of 3	Squash/Racquetball – Shortfall of 3	Squash/Racquetball – Meets need
Table Tennis – Shortfall of 11	Table Tennis – Meets need	Table tennis – Meets need
Volleyball – Meets need	Volleyball – Meets need	Volleyball – Meets need
Gymnastics – Meets needs	Gymnastics – Shortfall of 1	Gymnastics – Meets needs

The above table recognises the gap in facility provision only, it does not take into account multi use courts where a single courts space will be used for multiple sports.

4.5 (Cont.)

Volume 3 – Other Sports (not field based)

Northern	Southern	Western Port
Archery – Meets need	Archery – Meets need	Archery – Meets need
Bocce – Meets need	Bocce – Meets need	Bocce – Meets need
Bowls – Meets need	Bowls – Meets need	Bowls – Meets need
Croquet – Shortfall of 2	Croquet – Shortfall of 2	Croquet – Shortfall of 1
Golf – Meets need	Golf – Meets need	Gymnastics – Meets need
*Netball Outdoor – Over supply	*Netball Outdoor – Over supply	*Netball Outdoor – Over supply
Petanque – Shortfall of 1	Petanque – Shortfall of 1	Petanque – Shortfall of 1
Shooting - Meets need	Shooting - Meets need	Shooting - Meets need
Sports Cycling– Meets need	Sports Cycling– Meets need	Sports Cycling– Meets need
*Tennis – Over supply	*Tennis – Over Supply	*Tennis – Over supply

** Netball Outdoor – significant oversupply compared to the benchmark of 1 court per 7,000 people. This can be partly explained by the provision of netball courts at recreation reserves that include football netball clubs affiliated with the Mornington Peninsula Football Netball League. The court/s are required for clubs to meet the training and competition requirements of their affiliated associations.*

** Tennis – the current provision of club tennis courts at 127 is oversupplied compared to the benchmark of 1 court per 3,000 people. This can be partly explained by the historic provision*

Options for consideration**Option 1 - recommended**

That Council approves Draft Sports Capacity Plan Volume 2 Indoor Sports and Volume 3 Other Sports (not field based (Attachments 1-2) for community consultation.

Option 2 – not recommended

That Council does not approve the Draft Sports Capacity Plan Volume 2 Indoor Sports and Volume 3 Other Sports (not field based (Attachments 1-2) for community consultation and doesn't proceed with the Strategy, instead addressing capacity issues on an ad hoc basis.

ENGAGEMENT

Targeted consultation was undertaken as part of development of the Draft Plans focusing on information gathering, and incorporation of the findings of existing policies, strategies and master plans (which each individually included significant sports club consultation processes). Development of the Draft Plans have also been informed by information obtained through sports clubs, relevant leagues and associations and from relevant state sports governing organisations.

4.5 (Cont.)

Shire officers have also engaged with sporting groups where recommendations of the Draft Plans highlighted potential changes to facilities and sporting infrastructure.

COMMUNICATIONS PLAN

A comprehensive community consultation process will also be conducted as part of the public exhibition process for the Draft Plans. It is intended that community consultation on the Draft Plans be undertaken for six weeks from 20 May until 1 June 2024. This will include:

- Sports forums with clubs and sporting associations
- Targeted consultation with sporting groups where recommendations of the Draft Plans highlighted potential changes to facilities and sporting infrastructure
- Website information and online surveys, and
- Correspondence with schools, community groups and other key stakeholders.

Following the community consultation period, that will include the above-mentioned consultation, the Draft Plans will be finalised and presented to Council for adoption.

LEGAL AND REGULATORY FRAMEWORK

Not Applicable

CLIMATE AND SUSTAINABILITY CONSIDERATIONS

The draft Plans support a sustainable approach for the future development of sport and recreation facilities in the shire.

The implementation of the Draft Plans will consider a range of sustainability criteria, including but not limited to climate change, biodiversity, cultural heritage and Environmentally Sustainable Design.

FINANCIAL CONSIDERATIONS

The Draft Plans recommend many improvements to existing sporting facilities as well as partnerships with other facility owners and the development of new facilities to address sports capacity issues across the Peninsula.

Implementation of the plans will be subject to available funding through Council's annual budget process, identification and attraction of external funding through the State and Federal Government as well as seeking contributions from user groups.

OFFICER DIRECT OR INDIRECT INTEREST

No person involved in the preparation of this report has a direct or indirect interest requiring disclosure.

CORPORATE STRATEGY & BUSINESS IMPROVEMENT

4.6 Advocacy Priorities 2024-2025

Prepared By	Emma Lindsay, Coordinator - Advocacy
Authorised By	Director - Corporate Strategy and Business Improvement
Document ID	A12972257
Briefing Note Number	
Attachment(s)	Nil

EXECUTIVE SUMMARY

The purpose of this report is for Council to receive and endorse the three advocacy focus areas for 2024, as discussed and agreed at the Councillor Advocacy Priority Workshop on 28 February 2024.

RECOMMENDATION

That Council receives and endorses the report for the three advocacy focus areas for 2024:

- 1. Port of Hastings (surplus land opportunities).**
- 2. Water Recycling (Tyabb Somerville site).**
- 3. Housing and Homelessness.**

COUNCIL & WELLBEING PLAN

The advocacy focus areas that were discussed and agreed upon all have a strong connection to each of the three strategic themes outlined in the Council and Wellbeing Plan 2021-2025 and represent a balanced range of topics that align with the Council and Wellbeing Plan, in particular:

Theme 1: A healthy natural environment and well-planned townships.

- Strategic Objective 1.4: An accessible built environment that supports diverse, current, and future community needs.

Theme 2: A robust, innovative, and diverse economy.

- Strategic Objective 2.2: A strong food economy, promoting growth to enhance community access.

Theme 3: A flourishing, healthy and connected community.

- Strategic Objective 3.1: A healthy and self-determined community where everyone feels valued, supported, and safe.

4.6 (Cont.)**GOVERNANCE PRINCIPLES**

Section 9 of the *Local Government Act 2020* states that a Council must in the performance of its role give effect to the overarching governance principles. This report aligns with the principles B and F which are:

- B. Priority is to be given to achieving the best outcomes for the municipal community, including future generations.
- F. Collaboration with other Councils and Government and statutory bodies is to be sought.

RELEVANT COUNCIL DECISIONS AND POLICIES

The Mornington Peninsula Shire Council's (Shire) Advocacy Strategy Advocacy - Mornington Peninsula Shire (mornpen.vic.gov.au) (adopted at Council Meeting on 6 September 2022) supports our advocacy work to represent our community by seeking either financial or policy support from the Victorian and Federal Governments.

DISCUSSION**Purpose**

Following the adoption of three advocacy priorities at the Council Meeting on 4 April 2023, Council agreed to meet annually to review their advocacy priorities and agree on the focus areas for the following year.

Background

In late 2022, Councillors discussed the new political landscape of the Mornington Peninsula, following the Federal and State elections. These discussions included the relevant government policy drivers that aligned with the Shire's strategic infrastructure priorities and opportunities to secure funding commitments over the next year.

Council also reflected on the impact of the Shire's Shout Out election advocacy campaign Shout Out for the Peninsula, as well as the potential to pivot to new advocacy opportunities in 2023, where Council is well positioned to support Federal and State priorities.

Within this context, Councillors attended advocacy priority workshops in 2023 and most recently 28 February 2024 and each pitched their top three advocacy priorities for the year ahead. These included priorities from the previous year and some new suggestions. Following an open discussion, three strategic advocacy priorities were agreed for 2024, the first two of which remain from 2023.

The focus areas are:

- Port of Hastings (surplus land opportunities)
- Water Recycling
- Housing and Homelessness.

Options for consideration

The preferred option is the recommendation following a dedicated Councillor workshop on 28 February 2024.

4.6 (Cont.)**ENGAGEMENT**

Although there is no direct community engagement undertaken in deciding advocacy priorities, the interests of the community are considered.

The Shire engages with relevant external stakeholders and both Federal and State government, to achieve our advocacy objectives. The Shire also collaborates with other councils where there are joint advocacy priorities. **COMMUNICATIONS PLAN**

A communications plan will be developed for each of the three advocacy focus areas over the year ahead.

LEGAL AND REGULATORY FRAMEWORK

Not applicable.

CLIMATE AND SUSTAINABILITY CONSIDERATIONS

Broadly, this report includes sustainability considerations insofar as the three advocacy focus areas identified, all have outcomes that relate to economic, social, cultural, and environmental benefits.

FINANCIAL CONSIDERATIONS

Each of the advocacy areas identified have financial implications, whether the ask is for government funding to match Shire funding for a project or involves a new budget bid to support the Shire in pursuing these flagship priorities. It is anticipated that the communications and campaign activities for each of the three focus areas can be accommodated within existing budgets.

OFFICER DIRECT OR INDIRECT INTEREST

No person involved in the preparation of this report has a direct or indirect interest requiring disclosure.

4.7 Draft Customer Strategy - Endorsement for Public Exhibition

Prepared By	Kylie Peterson, Customer Experience Manager
Authorised By	Director - Corporate Strategy and Business Improvement
Document ID	A12992881
Briefing Note Number	
Attachment(s)	1. draft Our Customer Strategy 2024 - 2028

EXECUTIVE SUMMARY

The draft Our Customer Strategy 2024-2028 (Draft Strategy) will ensure the Mornington Peninsula Shire (the Shire) better understands and meets our community's needs, always putting their interests first. The Draft Strategy outlines the Shire's approach to ensuring every interaction with the community is meaningful, aiming to provide services that truly make a difference and meet the varied needs of our community. This approach seeks to strengthen our community's connection and satisfaction with the Council, making every interaction easier and more effective, and ensuring our services are cost-effective. This way, we build more trust and confidence in Council's work.

The Draft Strategy aims to:

- Ensure our services match the responsiveness and efficiency of leading providers, boosting customer satisfaction.
- Ensure our customers can easily access services through their preferred methods, consistently meeting their needs and strengthening community trust in the Council.
- Ensure we deliver services more quickly and effectively, with straightforward processes, more self-service options, and less bureaucracy.
- Ensure continuous service enhancement, informed by customer feedback, enhances our understanding, decision-making, and prioritisation of services.
- Ensure our services cater to a wide range of customer needs, ensuring reliability, user-friendliness, inclusivity, and community-centred engagement while upholding Council's commitments to the community.

Shire officers are seeking endorsement from Council to progress the Draft Strategy to the public exhibition phase.

RECOMMENDATION

That Council approves the public exhibition of the Draft Our Customer Strategy 2024-2028 (Attachment 1) from 24 May to 20 June 2024.

COUNCIL & WELLBEING PLAN

This aligns with the Council and Wellbeing Plan, in particular:

Theme 3: A flourishing, healthy and connected community.

4.7 (Cont.)

- Strategic Objective 3.3: A community in which people from all generations, backgrounds and abilities can access local services.

GOVERNANCE PRINCIPLES

Section 9 of the *Local Government Act 2020* states that a Council must in the performance of its role give effect to the overarching governance principles. This report aligns with principle E and I which are:

- E. Innovation and continuous improvement is to be pursued.
- I. The transparency of Council decisions, actions and information is to be ensured.

RELEVANT COUNCIL DECISIONS AND POLICIES

The Draft Strategy is aligned with all public-facing Council Policies.

DISCUSSION**Purpose**

- The purpose of this report is to seek Council endorsement to place the Draft Strategy on public exhibition from 24 May to 20 June 2024.

Background

Research has shown that communities who are more satisfied with their customer interactions with their Council are on average more satisfied with their Council's overall performance.

The four objectives of the Draft Strategy are:

1. Understand and meet customer needs through enhanced listening and learning.
2. Develop our skills and responsiveness for higher customer satisfaction.
3. Strengthen relationships through continuously improving our Customer Experience performance.
4. Sustain community trust by growing our customer-focused culture and Customer Experience maturity.

Each of these objectives has 10 actions that outline what we plan to do and deliverables to show how we will do it. This detail can be found in Attachment 1.

Options for consideration

Nil.

ENGAGEMENT

The following consultation and research have informed the Draft Strategy:

- Phone and in-person surveys of 2,000 community members in the past 12 months.
- Phone survey of 401 customers who had contact with Council between January to March 2023.

4.7 (Cont.)

- Online survey of 460 customers who had contact with Council between January to March 2023.
- Review of recent customer research and performance results from various key services across the Council.
- Interviews of all senior managers across the organisation.
- Interviews of all frontline staff in our Customer Support team.
- Workshops with all staff on customer interactions and opportunities for improvement.
- Workshops with Councillors to highlight key areas of focus and approach to the Draft Strategy development, August 2023 and February 2024.

Further community engagement will be sought during the public exhibition period, with relevant amendments made to the Draft Strategy prior to returning to Council for endorsement.

COMMUNICATIONS PLAN

The community will have an opportunity to review the Draft Strategy and provide feedback on its objectives and actions during the public exhibition stage using the following methods:

- Information about the Draft Strategy published on the Council and engagement websites.
- Social media posts publishing the Draft Strategy.
- Circulate information in Council and other commercial publications utilised by Council, including Peninsula Buzz.
- Hard copies of have your say through our customer service outlets.

LEGAL AND REGULATORY FRAMEWORK

Not Applicable.

CLIMATE AND SUSTAINABILITY CONSIDERATIONS

The Draft Strategy aligns with and supports Council's response to climate risks including extreme weather events. The Draft Strategy also focuses on opportunities to enhance digital service uptake positively impacting carbon footprint and reducing reducing reliance on paper.

FINANCIAL CONSIDERATIONS

Recommendations and actions within the Draft Strategy will be implemented within existing operational budgets (subject to financial year 2025 budget adoption).

An FY25 Operational budget bid of \$150,000 has been submitted for consideration to deliver the Draft Strategy action plan.

OFFICER DIRECT OR INDIRECT INTEREST

No person involved in the preparation of this report has a direct or indirect interest requiring disclosure.

4.8 CN2798 - Shire Laptop Leasing

Prepared By	Jarod BurrIDGE, Manager Information Technology; Sally Potter, Procurement Business Partner; Sue Marsden, Procurement Business Partner
Authorised By	Director - Corporate Strategy and Business Improvement
Document ID	A13001291
Briefing Note Number	
Attachment(s)	1. Attachment 1 - CN2798 - Shire Laptop Leasing - Confidential Tender Assessment (confidential)

EXECUTIVE SUMMARY

The Information Technology (IT) laptop lease program provides each staff member and Councillor with a laptop that is considered a standard tool of trade, with technical specifications that are designed to support hybrid work and mobility, as well as the array of Council systems that need to be used.

The current laptop fleet is end of life with the current lease expiring late 2023 and is currently on a month-to-month lease arrangement, while procurement activities conclude, and a Council decision is sought.

This item is before Council to seek a resolution on a new laptop lease contract, as the value of the awarded contract falls within the delegation of Council.

RECOMMENDATION**That Council:**

- 1. Having considered all tender submissions, hereby accepts the tender submission received from Tenderer 1 for the value of \$XXX plus \$XX GST being for CN2798 – Shire Laptop Leasing.**
- 2. Approves the contingency sum identified within the confidential section of this report, which is not to be disclosed to the tenderer until and if required by a contract variation.**
- 3. Delegates the execution of the contract for the awarded tender to the Chief Executive Officer pursuant to s11 of the *Local Government Act 2020*.**

Part B

That Council resolve that the attachment to this report be retained as a confidential item pursuant to section 3 (1) (ii) of the *Local Government Act 2020* as it contains private commercial information, being information provided by a business, commercial or financial undertaking that if released would unreasonably expose the business, commercial or financial undertaking to disadvantage.

COUNCIL & WELLBEING PLAN

Theme 1: A healthy natural environment and well-planned townships.

Theme 2: A robust, innovative, and diverse economy.

4.8 (Cont.)

Theme 3: A flourishing, healthy and connected community.

GOVERNANCE PRINCIPLES

Section 9 of the *Local Government Act 2020* states that a Council must in the performance of its role give effect to the overarching governance principles. This report aligns with principles A, G and I which are:

- A. Council decisions are to be made and actions taken in accordance with the relevant law.
- G. The ongoing financial viability of the Council is to be ensured.
- I. The transparency of Council decisions, actions and information is to be ensured.

RELEVANT COUNCIL DECISIONS AND POLICIES

Not applicable.

COLLABORATIVE PROCUREMENT

This procurement leverages the State Purchasing Contract procurement panel established to provide best value and flexibility for local and state government.

DISCUSSION**Purpose**

The purpose of this report is to recommend the preferred supplier be selected as the Mornington Peninsula Shire's (the Shire's) provider of the next laptop lease and approve a contract on a 48-month term under the State Purchasing Contract for End User Computing Equipment Contract (Contract No. DPC-SPC-01-2018).

This is a Schedule of Rates contract, estimated to be valued at \$XXX (ex. GST) over a four-year contract term. This amount is within existing budget.

Background

Over the past two lease cycles (six years), Council has supported the hybrid and mobile work environment with the allocation of a laptop device for each staff member and Councillor. With the increased demands in remote work and flexibility, providing staff members with reliable and versatile tools of trade is critical for service delivery. Laptops are a critical tool for staff and Councillors, providing the flexibility to seamlessly transition between office spaces and remote locations. Therefore, continuing to invest in the IT laptop leasing program is critical for the delivery and administration of the Shire's services in a hybrid working environment.

Previously, IT have opted for a three-year lease cycle, but with improvements to technology and changes to application architecture, this will now move to a four-year cycle to better leverage the asset and reduce spending per annum overall.

It is expected at the completion of the procurement process and Council approval that the rollout of new devices will commence mid-2024.

TENDER INVITATION

The End User Computing panel was facilitated by the Department of Government Services. In May 2018 the Department of Government Services invited and evaluated public tenders from suitably experienced and qualified parties to be part of a panel arrangement for End

4.8 (Cont.)

User Computing Equipment with the maximum remaining contract period expiry of 31 October 2024.

The request for quotation was released to the market on 26 March 2024 via email to the two panel providers under this agreement.

The tender closed at 4.00pm Thursday 28 March 2024 and two submissions were received by the deadline.

TENDER EVALUATION

Refer to Confidential Attachment 1 – CN2798 – Shire Laptop Leasing - Confidential Tender Assessment Report.

PROBITY ATTESTATION

Not applicable.

CONTRACT VALUE

The contract value for a four-year term is \$XXX Incl. GST.

TERM OF CONTRACT

The term of this contract is four years.

DELEGATED AUTHORITY ASSESSMENT

Yes/No	Instrument of Delegation Conditions
Yes	The full amount is within budget.
Yes	That the recommended Tenderer is the lowest cost tender.

It has been determined in accordance with current Instruments of Delegation that Council will be the final decision-making authority.

CONFLICTS OF INTEREST

No person involved in the preparation of this report has a conflict of interest in the subject matter of this report.

OFFICE OF THE CEO

4.9 Audit and Risk Committee Operations Report

Prepared By	Lisa Tripodi, Audit and Risk Committee Chairperson
Authorised By	Chief Financial Officer
Document ID	A13055232
Briefing Note Number	BN1877 – 23 April 2024
Attachment(s)	1. Audit and Risk Committee Operations Report

BACKGROUND AND PURPOSE

The Audit and Risk Committee Charter 2022 (the Charter) established the Audit and Risk Committee (Committee) under the *Local Government Act 2020*. Under this Charter, the Chairperson of the Committee is to formally report on the operations of the Committee to the Council on a biannual basis.

The last report to Council covered activities of the Committee in meetings for the period 25 February 2023 to 7 September 2023. This report covers activities of the Committee from 8 September 2023 to 22 February 2024.

CONCLUSION

The attached report is presented by the Chair of the Audit and Risk Committee for noting by Council at its meeting on 14 May 2024.

RECOMMENDATION

That Council notes the Audit and Risk Committee Operations report.

4.10 Instruments of Appointment and Authorisation

Prepared By	Diana Harris, Governance Officer
Authorised By	Acting Manager - Governance
Document ID	A13053773
Briefing Note Number	Not applicable
Attachment(s)	1. Attachment 1 - Instruments of Appointment and Authorisation

EXECUTIVE SUMMARY

To allow for practical, efficient and effective delivery of services, a council can delegate or authorise staff and others, to undertake functions or exercise powers on its behalf. Council is granted these powers through the Delegations (clause 11) of the *Local Government Act 2020* and Authorised Officers (clause 224 (1)) clauses of the *Local Government Act 1989*.

The attached Instruments of Appointment and Authorisation (Attachment 1) has been prepared to ensure the relevant Mornington Peninsula Shire (Shire) officers are properly authorised under the legislation.

It is recommended that Council appoints the relevant Shire officer as an Authorised Person under the *Planning and Environment Act 1987*.

RECOMMENDATION

1. **That Council in the exercise of the powers conferred by section 224 of the *Local Government Act 1989* and the other legislation referred to in the attached Instruments of Appointment and Authorisation, Council resolves that:**
 - A. **The members of Council staff referred to in Attachment 1 be appointed under the *Planning and Environment Act 1987*.**
 - B. **The Instruments come into force upon the resolution of Council.**

COUNCIL & WELLBEING PLAN

This aligns with the Council and Wellbeing Plan, in particular:

Theme 1: A healthy natural environment and well-planned townships.

Theme 2: A robust, innovative and diverse economy.

Theme 3: A flourishing, healthy and connected community.

GOVERNANCE PRINCIPLES

Section 9 of the *Local Government Act 2020* states that a Council must in the performance of its role give effect to the overarching governance principles. This report aligns with principles A and I which are:

4.10 (Cont.)

- A. Council decisions are to be made and actions taken in accordance with the relevant law.
- I. The transparency of Council decisions, actions and information is to be ensured.

RELEVANT COUNCIL DECISIONS AND POLICIES

The Appointment of Authorised Officers by Council occurs regularly to ensure new employees or employees changing roles are appointed in a timely manner. The previous report was presented to Council for endorsement on 30 April 2024.

DISCUSSION**Purpose**

The purpose of this report is to authorise the Shire officer listed for the purposes of enforcing the *Planning and Environment Act 1987*. Appointments are formally made by a signed Instrument of Appointment and Authorisation (Attachment 1).

Planning and Environment Act 1987

When Shire officers enter a property, make observations, or gather evidence, if the matter were to proceed to enforcement, their entry, observations and gathering of evidence is only lawful if the Shire officer is an Authorised Officer under the particular Act.

In addition, there is a requirement for some administration staff to be Authorised Officers if they have a role in the issuing or review of Planning Infringement Notices issued pursuant to the *Planning and Environment Act 1987*.

The extent of authorisation is limited by the position description and operating procedure for each team.

The Instrument of Appointment provides for Council to appoint Shire officers by a resolution, pursuant to section 147 (4) of the *Planning and Environment Act 1987*. This report recommends the following Shire officers be appointed and authorised under the *Planning and Environment Act 1987*:

- James Jones – Building Inspector – new employee
- Maharlia Pakoti – Building Inspector – new employee

Background

Delegations involve a council giving its powers to staff, who then act on behalf of Council. When Council authorises an individual, that person has the power of the statutory position, i.e. they are not acting as delegates or on behalf of Council.

When Shire officers enter a property, make observations, or gather evidence, if the matter were to proceed to enforcement, their entry, observations and gathering of evidence is only lawful if the Shire officer is an Authorised Officer under the particular Act.

In addition, there is a requirement for some administration staff to be Authorised Officers if they have a role in the issuing or review of Planning Infringement Notices issued pursuant to the *Planning and Environment Act 1987*.

The extent of authorisation is limited by the position description and operating procedure for each team.

Options for consideration

Not applicable.

ENGAGEMENT

Not applicable.

COMMUNICATIONS PLAN

Not applicable.

LEGAL AND REGULATORY FRAMEWORK

Not applicable.

CLIMATE AND SUSTAINABILITY CONSIDERATIONS

Not applicable.

FINANCIAL CONSIDERATIONS

Not applicable.

OFFICER DIRECT OR INDIRECT INTEREST

No person involved in the preparation of this report has a direct or indirect interest requiring disclosure.

5 NOTICES OF MOTION

5.1 Notice of Motion 447 (Cr Gill) Community Capital Infrastructure Policy

Cr David Gill has given notice of his intention to move the following motion at the meeting.

1. *That a report be prepared for Council consideration by August 2024 to help the Community Capital Infrastructure Policy and if measures should be undertaken to improve outcomes that benefit our community.*
2. *That a current list of Community Infrastructure Projects be listed.*

Background

The main purpose of the Community Capital Infrastructure Policy is to facilitate the undertaking of infrastructure works on Council-owned assets by community groups.

Officer Comment Prepared by	Nicole Young, Manager – Infrastructure Services
Authorised by	Derek Rotter, Acting Director – Infrastructure

***Addendum Agenda - Late Report
Circulated – Friday, 10 May 2024***

OFFICER COMMENT

Community Capital Infrastructure Projects enable community and sporting clubs, and user and special interest groups to enhance Council-owned facilities and assets through their own fundraising efforts.

Despite seeming straightforward, these projects often necessitate various approvals such as planning and building permits, as well as potential additional permissions including heritage and coastal management consents – which require detailed plans and expert reports prior to securing approval. Whilst the scope of a project may appear simple, it may require statutory and other approvals prior to works commencing. Typically, planning permits and building permits are required for works on Council land or assets. In some cases, other approvals such as heritage permits, cultural heritage approvals and *Coastal Management Act 2016* consent are also required. Statutory approvals require detailed plans and subject matter expert reports to support an application.

Every Community Capital proposal undergoes assessment by an internal working group to determine its suitability. Through this review, any necessary upgrades to existing infrastructure are identified, and these must be addressed before the endorsement and commencement of the Community Capital project. Consequently, the additional identified works which also need scoping and due diligence planning by the Mornington Peninsula Shire (the Shire), lead to delays with the Community Capital project.

In April 2023, a response to Notice of Motion 395 regarding Community Capital Infrastructure Projects was filed, prompting a briefing to Councillors in July 2023. During this briefing, Shire officers presented the proposed actions by the Community Capital Infrastructure Team to tackle the existing backlog of applications. Additionally, a plan was outlined to evaluate the

5.1 (Cont.)

program's efficacy and to identify opportunities for enhancement before revisiting the associated policy.

As agreed at the July 2023 briefing, Shire officers now provide quarterly high-level updates on Community Capital Infrastructure Projects via the Councillor SharePoint page – the most recent update being in April 2024.

Currently, there are 93 projects in the program, with 64 having received in-principle support. However, progress on these projects is pending additional information from applicants. A further 17 projects are now in the delivery phase.

Here are examples of recently completed projects:

- Upgraded sports lighting;
- Refurbished training nets;
- Installation of digital scoreboard;
- New park furniture;
- Solar panel installations; and
- Upgrades to playgrounds and playspaces.

The request for a report through Notice of Motion 448 overlaps with ongoing efforts of Shire officers, who have already committed to a thorough review of projects and policies once the backlog projects as of July 2023 have progressed through their stages. As each of these projects unfold, valuable insights are being gained, contributing to potential program enhancements. However, with over 60 projects yet to be completed, it is advised to postpone this report until a later stage to ensure comprehensive and informed recommendations can be provided.

Legal Implications

Nil.

Financial and Resourcing Implications

Implementing the tasks outlined in this Notice of Motion would have a notable impact on resources. Conducting an effectiveness review would necessitate a considerable reduction in the support allocated to both new and ongoing applicants, considering that only one Shire officer oversees all projects before they enter the delivery phase. Should this Notice of Motion be endorsed, it is anticipated that project timelines for each phase would double.

There are no financial implications identified.

Potential Alternative Wording

That a draft Community Capital Infrastructure Policy be presented to Council in early 2025 after the backlog projects have been completed. As part of this a comprehensive program review will be undertaken, and learning from the current projects can be incorporated into an updated policy to simplify the process as much as possible for community.

5.2 Notice of Motion 448 (Cr Gill) Review of Farm Plans

Cr David Gill has given notice of his intention to move the following motion at the meeting.

That a report to explore the process to notify land owners that they verify that they are carrying out their farm plan permit conditions put in place under the Planning Scheme in order to protect and help ensure the continuation of farming in our Green Wedge.

Officer Comment Prepared by	David Simon, Manager – Development Services
Authorised by	Mike McIntosh, Director – Planning & Environment

***Addendum Agenda – Late Report
Circulated – Friday, 10 May 2024***

OFFICER COMMENT

Mornington Peninsula Shire (Shire) officers could prepare a report on the process involved in notifying landowners of Green Wedge Zone properties that have a requirement to implement a farm or land management plan via planning permit conditions (or Section 173 Agreement) regarding compliance with those plans.

Verification of compliance with those plans would be a separate matter that would need to be investigated on an individual basis and quite likely be resource intensive and not within current budget for service delivery.

Such a report would need to consider the scope of the issue (e.g. how many permits and how far back in time), what is sought to be achieved in writing to land owners if writing to land owners, in and of itself, has no legal effect in enforcing such plans and would be required to be individually investigated on a case by case basis, which would be resource intensive.

Council would need reasonable grounds (suspicion) that people are not complying with plans in order to seek access to properties for compliance purposes.

It is recommended that if Council proceed with this Notice of Motion, the scope is revised in accordance with the potential alternative wording.

Legal Implications

Writing to landowners requesting that they confirm compliance with farm or land management plans has limited legal weight. There would be no legal obligation on landowners to respond to Council and failure to respond would not automatically lead to grounds for compliance action unless there are reasonable grounds to suspect they are not complying. The powers for Council to carry out compliance action within the *Planning and Environment Act 1987* do not extend to general mail outs.

Financial and Resourcing Implications

A report that provides broader context on the extent of the issue with set parameters could be prepared within three months. This would require internal resourcing to be diverted from existing services/strategies.

5.2 (Cont.)

Any resultant compliance/enforcement action is not quantifiable at this stage without understanding the context of the issue and the extent of any necessary action to achieve compliance.

Potential Alternative Wording

That a report be prepared to identify the number of planning permits that have been issued in the last 15 years containing the requirement to carry out land use activities in accordance with a farm or land management plan.

6 URGENT BUSINESS

Under Council's Governance Rules, no business may be admitted as urgent business unless it:

1. Relates to a matter which has arisen since distribution of the Agenda.
2. Cannot because of its urgency, be reasonably listed in the Agenda of the next Council Meeting.
3. Councillors by a majority vote, vote in favour of a matter being dealt with as urgent business.

7 CONFIDENTIAL ITEMS

Advice to the Public

All reports, information and recommendations contained in 'Section 7 – Confidential Items' of this Agenda have been designated by the Chief Executive Officer as confidential pursuant to section 66 (2) (a) of the *Local Government Act 2020*.

MEETING CLOSED TO THE PUBLIC

The Council may resolve that the meeting be closed to members of the public in accordance with section 66 (5) (a) of the *Local Government Act 2020* if the meeting is discussing any of the following:

- (a) Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released.
- (b) Security information, being information that if released is likely to endanger the security of Council property or the safety of any person.
- (c) Land use planning information, being information that if prematurely released is likely to encourage speculation in land values.
- (d) Law enforcement information, being information which if released would be reasonably likely to prejudice the investigation into an alleged breach of the law or the fair trial or hearing of any person.
- (e) Legal privileged information, being information to which legal professional privilege or client legal privilege applies.
- (f) Personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs.
- (g) Private commercial information, being information provided by a business, commercial or financial undertaking that:
 - (i) Relates to trade secrets.
 - (ii) If released, would unreasonably expose the business, commercial or financial undertaking to disadvantage.
- (h) Confidential meeting information, being the records of meetings closed to the public under section 66 (2) (a).
- (i) Internal arbitration information, being information specified in section 145.
- (j) Councillor Conduct Panel confidential information, being information specified in section 169.
- (k) Information prescribed by the regulations to be confidential information for the purposes of this definition.
- (l) Information that was confidential information for the purposes of section 77 of the *Local Government Act 1989*.

RECOMMENDATION

That Council considers the confidential reports listed below in a meeting closed to the public in accordance with section 66 (2) (a) of the *Local Government Act 2020*:

7.1 CN2725 Open Space Strategy Consultancy – Contract Variation

This matter is considered to be confidential under Section 3 (1) (g) (ii) of the *Local Government Act 2020* as it contains private commercial, being information provided by a business, commercial or financial undertaking that (ii) if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage. The report and attachments include commercial information needed to consider the request for a contract over expenditure..

7.2 Chief Executive Officer Performance Review - Q2 Assessment

This matter is considered to be confidential under Section 3 (1) (f) of the *Local Government Act 2020* as it contains personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs. The report and attachments are to remain confidential as they contain personal and sensitive information relating to the formal assessment evaluating the performance of the CEO.

7.3 Independent Review – Briars Event

This matter is considered to be confidential under Section 3 (1) (f) of the *Local Government Act 2020* as it contains private commercial information, being information provided by a business, commercial or financial undertaking that if released would, unreasonably expose the business, commercial or financial undertaking to disadvantage due to ongoing confidentiality obligations owed to the event organisers.