Community Forums

Community engagement report: Council and Wellbeing Plan 2017-21

Melton City Council, December 2016

capire

1 Summary of findings

The City of Melton is rapidly growing municipality with the current population of approximately 140.00 people increasing to an estimated 315.000 people in 2036. To guide future development and establish priorities, Melton City Council (Council) commenced an engagement process to develop its first 20-year Community Vision and provide input to the development of the Council Plan 2017-2021 incorporating the Municipal Public Health and Wellbeing Plan.

Previous phases of consultation undertaken in 2016, sought to develop the 20-year Community Vision: Melton City 2036 – The City We Imagine. Based on the vision themes already developed by the community, the six focus areas underpinning this report were formulated.

In order to identify objectives and develop strategies to be considered in the development of the Council Plan, Council and Capire Consulting Group (Capire) ran two community forums in November and December 2016.

Below is a summary of the top short term objectives for each of the six focus areas, as defined by the participants during the forums.

Provision of community facilities and transport options

1. To reduce dependence on cars and improve the reliability of public transport.

2. To develop public transport which creates a better network within and outside the municipality.

A healthy community

1. To provide more opportunities for health prevention – both mental and physical, that are easy to access and affordable.

2. To create inclusive, engaging and integrated community services.

A safe and connected community

1. To enhance the feeling of safety for all groups in the community, including young people.

2. To facilitate community and community groups to grow their potential through regular public activities such as open space markets and social events throughout the city.

Accessible and relevant services and programs

1. To better communicate and promote existing Council services through a central and accessible touch point.

2. To establish programs and events to welcome new migrants to celebrate our cultural diversity and build community capacity.

A thriving local economy and lifelong learning

1. To have local businesses employ people and ensure they are supported by leadership and business skills programs.

2. To create strong community connections by encouraging programs that link schools with the wider community including businesses.

A sustainable green environment

1. To greatly reduce what goes into the tips and to re-use what we can.

2. To ensure developers undergo an environment risk assessment in the planning phase, in partnership with community, so parks, flora, fauna etcetera are protected.

Participants identified a variety of strategies for achieving the objectives for each of the focus areas. Some of the main ideas discussed are listed below:

Provision of community facilities and transport options

Ideas included providing dedicated bike lanes, extending bus routes into growing areas and providing additional bus services to activity centres.

A healthy community

Ideas included providing exercise equipment in public areas, developing public education and awareness campaigns and promoting community sporting heroes as role models and leaders.

A safe and connected community

Ideas included educating youth and their parents in life skills and the value of volunteering, engaging with community CALD and Aboriginal leaders to ensure events are inclusive and develop a toolkit for community to hold their own street parties.

Accessible and relevant services and programs

Ideas included developing a targeted social media campaign to promote programs and services, distributing an accessible services directory and investigating community gardening opportunities.

A thriving local economy and lifelong learning

Ideas included developing a Melton business information day to promote business and educational opportunities, enhancing transport links to business precincts and consulting with primary industries and employees to establish buy-in.

A sustainable green environment

Ideas included setting up easily accessible recycling areas, run tidy streets competitions and advocating to the Victorian Government to ensure developers undergo a robust Environmental Risk Assessment process.

2 Introduction

2.1 Project background

The City of Melton is a rapidly growing municipality in Melbourne's western rural-urban fringe with a projected population growth of 136 per cent by the year 2036. The population is anticipated to grow from the current approximate 140,000 people to an estimated 315,000 people in 2036.

At the beginning of 2016, Melton City Council decided it was timely to develop a long-term community vision to provide guidance to the planning and delivery of programs, infrastructure and services. Council embarked on an extensive community engagement process to better understand what the community values, their hopes for the future and to identify priorities for upcoming strategic plans. The engagement process was designed by Council to facilitate the development of a shared 20-year community vision and ensure that input was sought for the development of the Council Plan 2017-21 incorporating the Municipal Public Health and Wellbeing Plan and the Municipal Strategic Statement[1].

The first phase of the engagement process commenced in April 2016 and was finalised in September 2016. It was aimed at identifying the community's values and aspirations and the outcomes were used to draft the themes for the community vision.

The second phase of the engagement commenced in October 2016 with the aim to build upon the feedback obtained in the first phase, to develop a shared 20-year community vision and identify opportunities and priorities for the next four years.

2.2 Engagement purpose

In November and December 2016, Capire assisted Council to design and deliver two community forums, held in Melton and Caroline Springs.

The purpose of the community forums is outlined below.

- To provide an opportunity for community members to engage in a face-to-face conversation about:
  - o issues and opportunities of importance to the community

---

[1] The Council Plan incorporating the Municipal Public Health and Wellbeing Plan will in the rest of this report be referred to as the Council Plan.

- o priorities for the short, medium and long term future
- To define objectives and strategies for the four-year Council Plan related to the following six focus areas:
    1. Provision of community facilities and transport options
    2. A healthy community
    3. A thriving local economy and lifelong learning
    4. A safe and connected community
    5. Accessible and relevant services and programs
    6. A sustainable green environment.
- To create awareness for further engagement opportunities with Council.

2.3 Limitations

There were some limitations inherent in this engagement process that need to acknowledged. These limitations have been outlined below.

- Some of the quotes have been paraphrased to better capture the sentiment of the participants.
- The six focus areas were modified after the community forum in Caroline Springs in an attempt to clarify future discussions. This may have resulted in different interpretations of the focus areas, creating some discrepancies with the data consistency. The following focus areas and their changes are identified below:
    - o Provision of community assets and infrastructure was changed to provision of community facilities and transport options.
    - o Provision of services and programs was changed to accessible and relevant services and program.
    - o A healthy and well community was changed to a healthy community.
    - o A sustainable natural environment was changed to a sustainable green environment.
- Small participant numbers and diversity at the Caroline Springs community forum has resulted in a limited data set and a lack of community representation.
- Some participants at the community forums did not prioritise the objectives for all focus areas as short, medium and long term. This created the need to arbitrarily allocate some responses into medium and long term priorities.
- Despite the above limitations, Capire is confident that the findings contained within this report accurately reflect feedback provided by the participants during the forums.

3 Participants

For the community forums, participants were recruited in the following ways:

- Online invitations (see Appendix 2)

- Media release on 17 November

- Newsletter advertisement

- Facebook post

- Targeted recruitment by Council staff

- Invitations distributed at neighbourhood houses, civic centre reception and at the Western Base.

- Promotion in Council's *Grants, community events and training* newsletter.

A total of 55 participants attended the community forums as follows:

- 26 November at the Quest Caroline Springs – 15 participants

- 3 December at Melton Community Hall – 40 participants

3.1 Age

The largest age category of participants (22%) were aged 60 and over, followed by the 41-59 age group (12%). A comparatively low portion of participants were aged 16-25 (5%) and 26-40 (9%), as illustrated in Figure 1.

Figure 1. Age distribution of participants
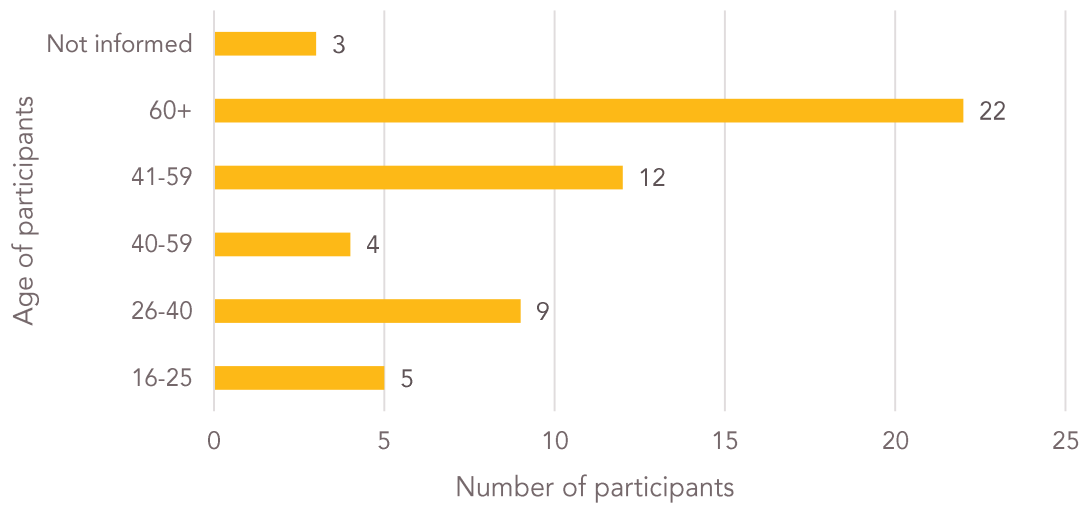
3.2 Gender

There was a relatively even distribution in the gender of participants, with 30 female and 25 male participants attending.

Figure 2. Distribution of participants per gender
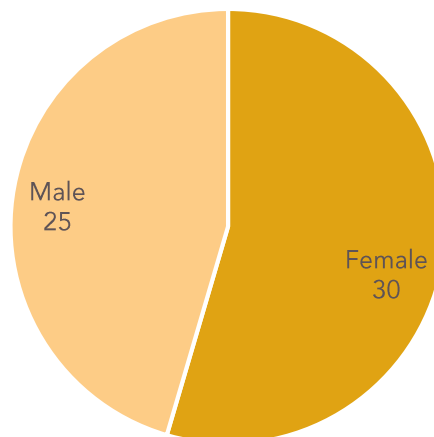
3.3 Suburb of residence

Figure 3 shows most of the participants (11) live in Melton, followed by Carolyn Springs (9) Melton South (7) and Melton West (6). There was a relatively even distribution of participants residing in various surrounding suburbs such as Taylors Hill (3), Kurunjang (2) and Eynesbury (2). A participant attended from each of the following areas: Toolern Vale, Brookfield, Plumpton, Hillside and Ocean Grove.

Figure 3. Participation by suburb of residence
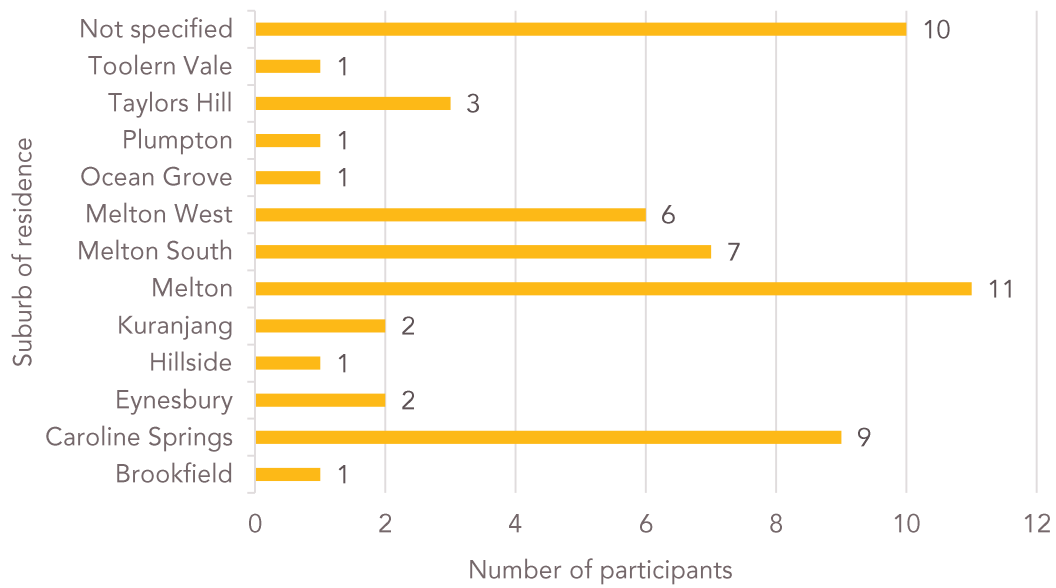
4 Forum approach

Two community forums were held between 9:30am and 12:30pm on Saturday 26 November at the Quest Caroline Springs and Saturday 3 December at Melton Community Hall.

The sessions were held in four main parts (see Appendix A for the agenda). To open the community forums, Council presented on the draft community vision and an overview of the importance of the Council Plan. Participants were asked to comment on their initial reactions to the six focus areas. This activity provided an opportunity to briefly discuss all of the focus areas and identify any gaps.

Figure 4: Participants engaging in conversation at the community forums

For the next activity participants were asked to identify objectives in response to the question," What do you want the Melton City Council to achieve?" In a World Café format, where participants rotated tables two times, participants were invited to identify the top three objectives for two focus areas. Following this activity, participants were then asked to visit each focus area to determine the short, medium and long term priorities for the identified objectives, through a dot polling exercise to ensure they had input into each focus area.

Figure 5: Participants identifying their priority objectives using a dot polling activity

Once the short term objectives were identified, participants were invited to develop strategies in response to the question, "How are we going to get there?" Once again, through a World Café format, participants had the opportunity to provide input into two focus areas of their choice. Due to a smaller number of participants at the Caroline Springs forum, the workshop process was modified and participants discussed three focus areas that were allocated to their tables.

The final activity was a large group discussion. Participants were asked to respond to two questions "How can the community keep the Council accountable to delivering the Council Plan?" and "How can we each play our part?" The discussion was captured on a whiteboard.

Each community forum closed with a prize draw of a $500, $200 and $100 gift card certificates – as an incentive to thank participants for their contribution at the community forum.

5 Key findings

The community forums elicited a range of feedback. Outlined in the following sections are a series of non-verbatim statements representing a summary of the key findings.

5.1 Initial reactions

Participants were asked to discuss their initial reactions to the six focus areas informing the development of the Council Plan. Below is a summary of the main themes that emerged - managing growth, community connections, promoting services and facilities, educational options and local economy and transport infrastructure.

Managing growth

Participants frequently discussed the need for Council to manage the growth of new residential estates more effectively. Some comments from participants included:

- 'We are growing so quickly – ensure some industrial land is preserved and not all made residential' – Melton forum participant

- 'Community centres should be built before houses in new estates' – Melton forum participant

- 'We need to learn from past mistakes in planning, building and residential' – Melton forum participant

- 'We are not keeping up with development. Infrastructure is already behind' – Melton forum participant.

Community connections

Participants often highlighted that there are socially and financially isolated communities within the City of Melton, and would like to see the Council Plan aiming to bridge these gaps. Some comments from participants were:

- 'There is a divide between Caroline Springs and Melton – we need unity.' – Caroline Springs forum participant

- 'Great distances between communities has led to social isolation.' – Melton forum participant

- 'Services are very isolated and persons with low socioeconomic status often miss out on sports and other activities because their money is spent on rent.' – Melton forum participant

Promoting services and facilities

Participants reflected on the fact that there were many good community services and facilities, however they were not widely known by the community. The desire for a local hospital was mentioned by some participants. Some comments from the participants were:

- 'Many programs aren't known by many people and they are marvellous!' – Melton forum participant

- 'We need more communication and promotion of services - how do we get people of all ages and abilities interested?' – Caroline Springs forum participant

- Regarding our local health services – how big do we need to get before we get a hospital?' – Melton forum participant

Educational options and local economy

Participants highlighted the need for a greater emphasis to be put into establishing more educational opportunities for all ages and to boost the local economy through supporting small business and retaining the local workforce. Some of the comments of the participants were:

- 'It was a blow to lifelong learning to lose the Victoria University presence.' – Caroline Springs forum participant

- 'Council need to put education high in their priority.' – Caroline Springs forum participant

- 'There is a need to have leadership programs for young people employed in local small business.' – Melton forum participant

- There are not enough local jobs to boost our local economy – there is mass migration occurring every day.' – Melton forum participant

Transport and infrastructure

A commonly discussed concern was inadequate public transport and infrastructure provision in Melton city. Some comments from participants were:

- 'We have to travel long distances to access key services – without a car this is difficult.' – Caroline Springs forum participant

- 'Council should be advocating to State Government for new infrastructure funding.' – Melton forum participant

- 'Public transport needs to be more frequent, accessible and to scale (both bus and train services)' – Melton forum participant

- 'New housing developments roads aren't wide enough to accommodate buses.' – Melton forum participant

5.2 Identifying objectives and strategies

Participants were asked," What do you want the Melton City Council to achieve?" and in a World Café format identified their top three objectives for each of the six focus areas, rotating through two focus areas. Through a polling activity participants were asked to visit each focus area and prioritise the objectives according to the short (one to four years), medium (five to 10 years) and long term (10 – 20 years). Outlined below is a summary of the key findings from this discussion, presented under the six focus areas.

5.2.1 Provision of community facilities and transport options

Outlined below are the identified top three objectives for the focus area – provision of community facilities and transport option. The table lists the objectives identified at each forum, along with the results of the polling activity indicating the short, medium and long term priorities.

Table 1. Objectives and polling results

Caroline Springs		Melton	
Objective	Priority	Objective	Priority
To reduce dependence on cars and improve the reliability of public transport.	Short term (57%)	To develop public transport which creates a better developed network within and outside the municipality.	Short term (54%)
To Increase availability of health services and better promotion the existing services.	Medium term (53%)	To create/develop awareness around what is available to residents and what is on offer, including what networks are available.	Medium term (37%)
To identify key problem areas on the roads (safety and congestion) and work to improve them.	Long term (73%)	To create services and facilities for the growing population, council facilities, emergency services, city etcetera.	Long term (49%)

Following the polling activity, participants were then asked to develop strategies for the short term objectives that they identified. Outlined below are the strategies they developed:

Table 2. Strategies developed for the short term objectives

Caroline Springs	Melton
Short term objective: To reduce dependence on cars and improve the reliability of public transport. • Provision of a quality network of dedicated bicycle lanes. • Improved bus connections to connect people to health services. • Research into common destinations for Melton city residents to inform future transport planning. • Collaboration with Public Transport Victoria. • Extending bus routes into growing areas early. • Improved service frequency and customer experience on buses.	Short term objective: To develop public transport which creates a better developed network within and outside the municipality. • Provide additional bus services to activity centres such as Watergardens and Werribee. • Advocate for the electrification of the rail line to Melton. • Ensure new roads accommodate bus transport. • Explore opportunities for smaller community bus services. • Plan for shorter bus routes with more connections.

5.2.2 A healthy community

Outlined below are the identified top three objectives for the focus area – a healthy community. The table lists the objectives identified at each forum, along with the results of the polling activity indicating the short, medium and long term priorities.

Table 3. Objectives and polling results

Caroline Springs		Melton	
Objective	Priority	Objective	Priority
To provide more opportunities for health prevention – both mental and physical, that are easy to access and affordable.	Short term (87%)	To create inclusive, engaging and integrated community services.	Short term (66%)
To ensure a safe environment for all.	Medium term (43%)	To develop connectedness within the community.	Medium term (72%)

To provide health infrastructure and services (e.g. hospital and ambulance, that are east to access and affordable).	Long term (53%)	To create an equitable and safe community.	Long term (75%)

The short term objectives identified through the priority polling formed the basis of the development of the following strategies.

Table 4. Strategies developed for the short term objectives

Caroline Springs	Melton
Short term objective: To provide more opportunities for health prevention – both mental and physical, that are easy to access and affordable. • Develop education and awareness campaigns within the community and community leaders including pamphlets to schools, households on the importance of healthy living. • Promote a mix of activities such as mindfulness and yoga. • Encourage use of preventative health services by providing transport and child-minding.	Short term objective: To create inclusive, engaging and integrated community services. • Explore opportunities for volunteering. • Provide exercise equipment in public areas to encourage passive fitness. • Support for community groups to encourage positive engagement with health services. • Promote community sporting heroes as role models and leaders.

5.2.3 A thriving local economy and lifelong learning

Outlined below are the identified top three objectives for the focus area – provision of community facilities and transport option. The table lists the objectives identified at each forum, along with the results of the polling activity indicating the short, medium and long term priorities.

Table 5. Objectives and polling results

Caroline Springs		Melton	
Objective	Priority	Objective	Priority
To have local business employ people and ensure they are supported by leadership and business skills programs.	Short term (78%)	To create strong community connections by encouraging programs that link schools with the wider community including businesses.	Short term (70%)
To have training and TAFE available for all as a pathway to local employment.	Medium term (73%)	To advocate for and create a range of education facilities and programs that recognise non-traditional pathways and all age groups.	Medium term (58%)
To address perceptions of local workforce to unlock the underlying potential of local people.	Long term (67%)	To create an environment that allows the city of Melton to respond to changing economies.	Long term (65%)

Following the polling activity, participants were then asked to develop strategies for the short term objectives that they identified. Outlined below are the strategies they developed:

Table 6. Strategies developed for the short term objectives

Caroline Springs	Melton
Short term objective: To have local business employ people and ensure they are supported by leadership and business skills programs. • Consult with primary industries and employees to better understand their needs and objectives to establish buy-in. • Arrange capacity building workshops on how to build better business skills. • Support and strengthen existing business networks.	Short term objective: To create strong community connections by encouraging programs that link schools with the wider community including businesses. • Have a "Melton business information day" event to promote business and educational opportunities in Melton city. • Provide information on business opportunities shared online. • Enhance transport links to business precincts.

	• Facilitate meetings with Council and education providers.

5.2.4 <u>A safe and connected community</u>

Outlined below are the identified top three objectives for the focus area – provision of community facilities and transport option. The table lists the objectives identified at each forum, along with the results of the polling activity indicating the short, medium and long term priorities.

Table 7. Objectives and polling results

Caroline Springs		Melton	
Objective	**Priority**	**Objective**	**Priority**
To facilitate community and community groups to grow their potential through regular public activities such as open space markets and social events throughout the city.	Short term (53%)	To enhance the feeling of safety of all groups in the community, including young people.	Short term (59%)
To create opportunities for people of all backgrounds to share cultural and religious experiences, knowledge, stories and traditions through constant multicultural events.	Medium term (53%)	To empower the community to enable a reduction in family violence.	Medium term (65%)
To offer skill set training to community groups to assist them to lead their communities.	Long term (62%)	To enable young people to grow into good citizens	Long term (49%)

Following the polling activity, participants were then asked to develop strategies for the short term objectives that they identified. Outlined below are the strategies they developed

Table 8. Strategies developed for the short term objectives

Caroline Springs	Melton
Short term objective: To enhance the feeling of safety of all groups in the community, including young people. • Provide broader access to the specialist family violence unit around the municipality and employ more community safety officers in Council. • Engage and educate parents and youth in life skills, community values and the value of volunteering. • Provide increased opportunities for neighbours to meet each other and support each other. • Engage and encourage local leaders to support their own communities. • Investigate 'Play Streets' or other street based community events to encourage participation among families in public spaces. • Ensure intermodal transfer at transport hub is safe and well connected. • Develop a central communications hub including online information.	Short term objective: To facilitate community and community groups to grow their potential through regular public activities such as open space markets and social events throughout the city. • Engage with stakeholders to establish an open-air market campaign across the municipality. • Source funding and develop a marketing strategy. • Establish steering committee to oversee implementation of markets campaign. • Engage CALD and Aboriginal community leaders to ensure the events are inclusive. • Develop a package or toolkit to allow community members to establish their own street parties.

5.2.5 Accessible and relevant services and programs

Outlined below are the identified top three objectives for the focus area – provision of community facilities and transport option. The table lists the objectives identified at each forum, along with the results of the polling activity indicating the short, medium and long term priorities.

Table 9. Objectives and polling results

Caroline Springs		Melton	
Objective	Priority	Objective	Priority
Short term objective 1: To better communicate and promote existing Council services through a central and accessible touch point.	Short term (67%) [2]	To establish programs to welcome new migrants to celebrate our cultural diversity and build community capacity.	Short term (56%)
Short term objective 2: To better promote our existing services whilst ensuring demand for new services is met	Short term (67%)		
To welcome new arrivals to Melton city, building capacity and cultural awareness in the community.	Medium term (46%)	To engage youth with targeted services, programs and entertainment opportunities to prevent anti-social behaviour.	Medium term (50%)
To ensure developers, council, service providers and state government work together effectively to address service gaps early.	Long term (49%)	To provide accessible and multi-use spaces to host events and activities for all ages and abilities.	Long term (42%

Following the polling activity, participants were then asked to develop strategies for the short term objectives that they identified. Outlined below are the strategies they developed:

---

[2] The Caroline Springs participants identified two short term objectives, therefore, two short term objectives feature in this table.

Table 10. Strategies developed for the short term objectives

Caroline Springs	Melton
Short term objective 1: To better communicate and promote existing Council services through a central and accessible touch point. • Provide equal ICT access for all community members including those who are socially isolated. • Utilise advertising mediums such as local paper and billboards to promote council services and programs widely. • Ensure information online is up to date. • Develop a targeted social media campaign to promote services and programs. • Ensure a range of formats are available for information including over the phone and printed materials. Short term objective 2: To better promote our existing services whilst ensuring demand for new services is met. • Provide proactive information pop-ups at popular locations such as shopping centres. • Develop a more accessible services directory which is widely distributed. • Set up new health and mental health services. • Ensure information about services is accessible in languages other than English. • Utilise the roles of Council staff and Councillors to promote Council services and programs.	Short term objective: To establish programs to welcome new migrants and events that celebrate our cultural diversity and build community capacity. • Utilise CALD community leaders and volunteers as valuable assets through regular consultations. • Establish campaigns to educate and inform the wider community of Melton to build cultural awareness. • Produce a multi-cultural Melton city cookbook and distribute. • Investigate community gardening opportunities.

5.2.6 A sustainable green environment

Outlined below are the identified top three objectives for the focus area – provision of community facilities and transport option. The table lists the objectives identified at each forum, along with the results of the polling activity indicating the short, medium and long term priorities.

Table 11. Objectives and polling results

Caroline Springs		Melton	
Objective	Priority	Objective	Priority
To greatly reduce what goes into the tip and to re-use what we can.	Short term (63%)	To ensure developers undergo an environment risk assessment in the planning phase, in partnership with community, so parks, flora, fauna etcetera are protected.	Short term (47%)[3]
		To educate the whole community, in ongoing and diverse ways on environment issues (for example, storm water, recycling and waste management).	Short term (41%)
To maintain the health and quality of parks to protect wildlife and plants and encourage community use.	Medium term (62%)	To educate the whole community, in ongoing and diverse ways on environment issues (for example, storm water, recycling and waste management).	Medium term (41%)
To have more indoor green spaces to improve air quality.	Long term (71%)	To have passive recreation on par with sporting recreation (for example, funding, space and importance).	Long term (49%)

---

[3] The Melton participants identified two short term objectives, therefore, two short term objectives feature in this table.

Following the polling activity, participants were then asked to develop strategies for the short term objectives that they identified. Outlined below are the strategies they developed:

Table 12. Strategies developed for the short term objectives

Caroline Springs	Melton
Short term objective: To greatly reduce what goes into the tip and to re-use what we can. • Set up easily accessible recycling areas.	Short term objective 1: To ensure developers undergo an environment risk assessment in the planning phase, in partnership with community, so parks, flora, fauna, etcetera are protected. • Advocate to State Government to ensure developers undergo a robust Environmental Risk Assessment (ERA) process. • Conduct community consultation on any proposed changes to the ERA process. • Build community capacity to understand responsibilities in protecting the environment. Short term objective 2: To educate the whole community, in ongoing and diverse ways on environment issues (for example, storm water, recycling and waste management). • Introduce whole of community initiatives to clean up creeks and reserves. • Conduct education campaigns around littering, rubbish dumping and correct recycling practice. • Develop a 'Keep Melton Tidy' campaign focussing on youth engagement. Run a tidy streets competition with incentives to encourage clean behaviours.

6 Monitoring and evaluation

At the close of the community forums, participants were asked to complete an evaluation from about their experience at the forum. Participants were also asked to suggest ideas on how Council and the community can work together effectively to achieve these objectives, whilst monitoring progress. Participants were asked, "How do we keep Council accountable to the delivery of the Council Plan?" and "As the community, how can you play your part?" Below is a summary of the responses collected at the forums.

6.1 Measuring Council's progress

Participants provided a range of ideas about how Council's progress on the delivery of the Council Plan can be measured, these included:

- Establish a publicly accessible timeline of progress against objectives.
- Assure that community engagement outcomes are displayed and circulated.
- Ensure that online community engagement on all Council projects is transparent and accessible.
- Establish a dedicated phone line for connecting with the community (Council make themselves available).
- Appoint a Council staff to represent each focus area and be kept accountable for its delivery.
- Community attend the Council meetings.
- Ensure goals set are achievable within time and budget constraints.
- Councillors to have regular ward meetings with their communities.

6.2 Community involvement

Participants had a range of ideas about how the community can be involved in the implementation of the Council Plan, these are outlined below.

- Encourage opportunities for intergenerational knowledge exchange.
- Widely promote the Council Plan to establish community buy-in.
- Get Involved through community run committees and activities.
- Give the community ownership by providing forums to educate.

- Communicate with Council, give them feedback.

- Personally back the Council Plan.

- Establish a database of community skills (skills exchange and volunteer).

- Ensure engagement approaches from Council are accessible.

- Regularly engage with community leaders who represent hard to reach communities.

6.3 Workshop evaluation forms

Participants were asked to select from a list of potential topics to identify to Council what areas they were interested in being engaged with in the future through.

Participants expressed interest in engaging on the municipality wide strategies that guide Council's work. A total of 24 per cent of Caroline Springs participants are more interested in being involved in the four-year Council Plan community engagement compared to 15 per cent in Melton.

Outlined below are the results from this question:

Figure 6. Community engagement topics by participant interest
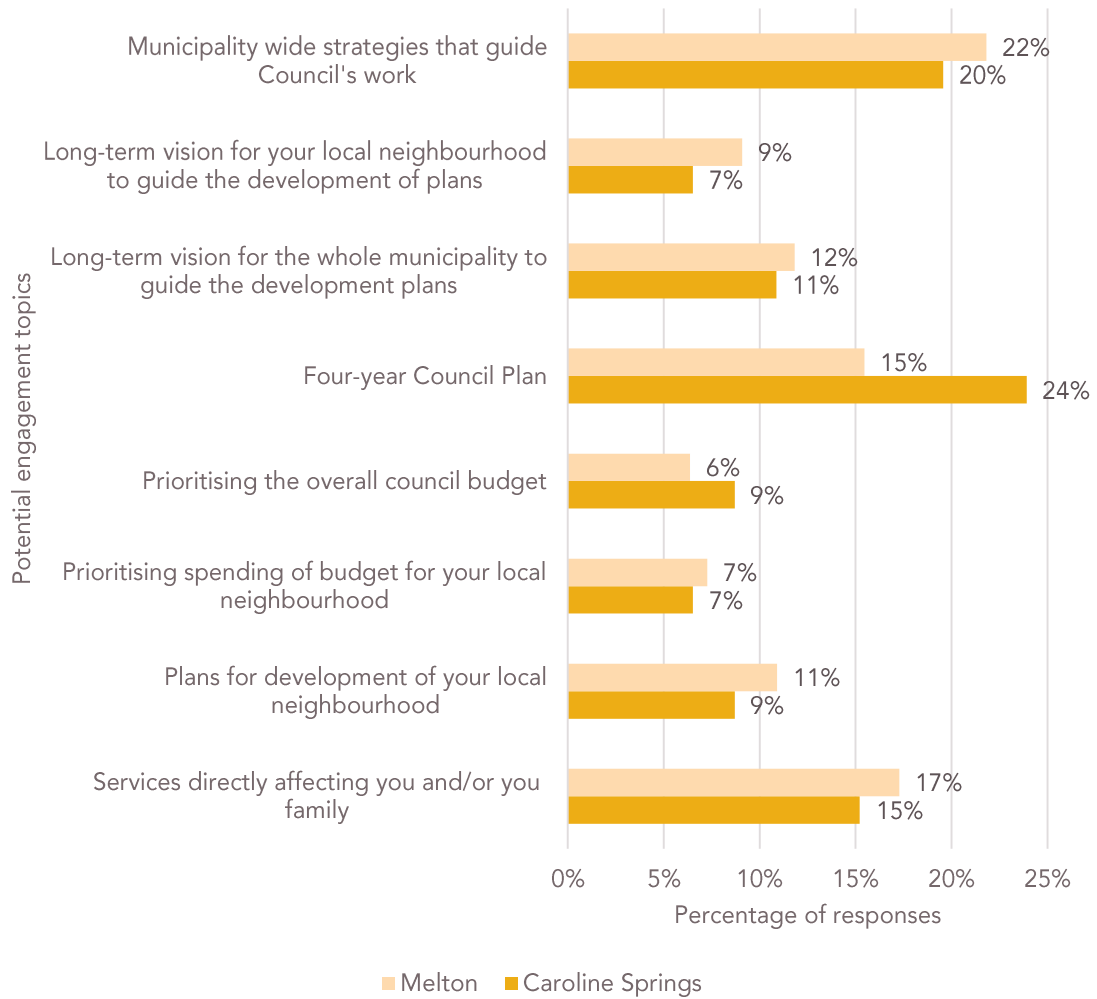
Participants were also asked to select the engagement methods they would most like to be involved in with Council in the future. Participants would most like to be engaged through small group conversations, pop-ups in public places and large group sessions.

Outlined below are the results from this question.

Figure 7. Engagement method by participant interest
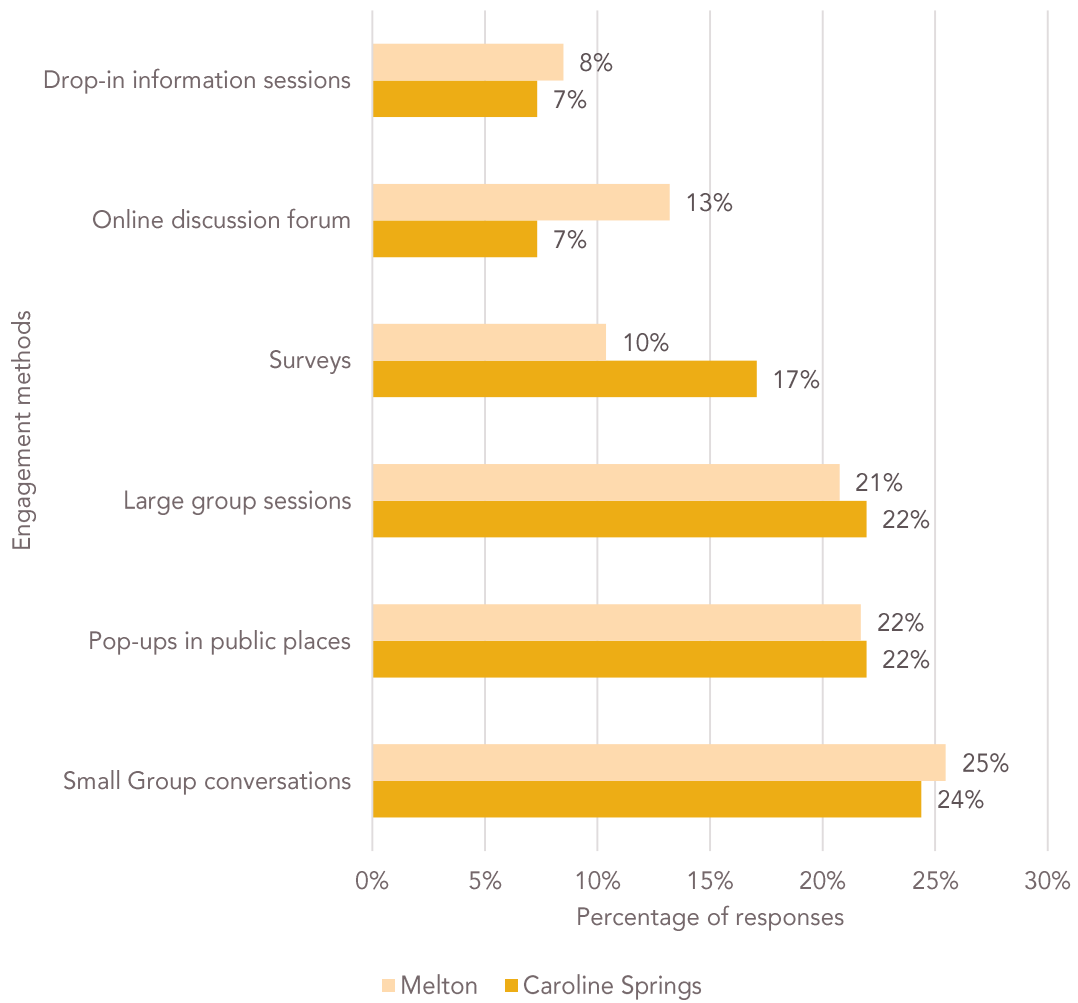
Appendix A – Sample community forum agenda

Time	Activity	Lead
9.15am	**Arrival and Registration**	
9.30am	**Introduction and welcome**	Maurie Heaney, Melton City Council
9:35am	**Forum format** **Table activity**: Getting to know each other	Capire
9.45am	**Short Presentation – Community Vision 2036** What the community created as their vision for the future	Pernille Tind Simmons, Melton City Council
9.50am	**Question and answer**	Melton City Council
9.55am	**Presentation – Developing the Council Plan 2017 -21** What are the implications for the City of Melton as we move forward?	Maurie Heaney, Melton City Council
10.05am	**Table Discussion #1 – Melton City Council Plan** *What are your initial reactions?*	Table Hosts
10:15am	**Question and answer**	Melton City Council
10:20am	**Table Discussion #2 – Identifying objectives** *What do you want the Melton City Council to achieve?*	Table hosts
11.00am	Short break	All
11.10am	**Group activity - Determining priorities** *What are the short, medium and long term priorities?*	Capire
11.30am	**Table Discussion #3 – Developing strategies** *How are we going to get there?*	Table Hosts
12.10pm	**Large group discussion -** *How can the community keep the Council accountable to the Council Plan? How can we each play our part?*	Capire
12.20pm	**Next Steps and thank you** Evaluation forms and prize draw	Maurie Heaney, Melton City Council
12.30pm	**Close and Lunch**	All

Appendix 2 – Community forum invitation
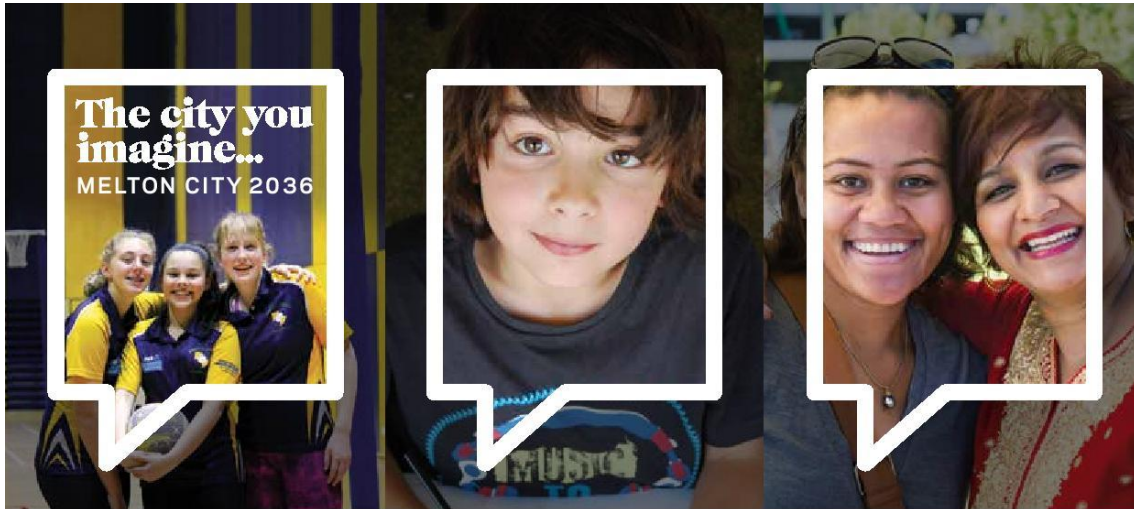
Melton City 2036 – Let's go

What do you think Council's priorities should be over the next four years?

Council is developing its next Council and Wellbeing Plan, a strategic document that will guide policy development, service and program delivery and decision making over the next four years. It's basically a roadmap for Council's work.

Earlier this year, community members shared awesome ideas and hopes for Melton City 2036, and now this long-term vision for our community is being developed. So, it's time to talk about how we can make the community vision a reality!

How do we:

▶ create a more connected and safer community?

▶ work to grow local businesses and create employment?

▶ plan for the right infrastructure for our current and new communities?

▶ protect our natural environment?

Now, it's your chance to share your ideas and discuss recommendations for Council.

Join us at a Community Forum in Caroline Springs or Melton:

9.30am – 1.00pm. Registration from 9.00am.

▶ Saturday 26 November
Quest Caroline Springs
234 Caroline Springs Boulevard
RSVP by 22 November

▶ Saturday 3 December
Melton Community Hall
232 High Street Melton
RSVP by 28 November

Everyone who attends will go into the draw to win one of the following: $500, $200 and $100 Coles Myer gift card.

▶ RSVP your preferred workshop to: danap@melton.vic.gov.au. Child minding is available for children aged between 4 and 12. Bookings essential.

▶ Food and drinks provided.

FOR MORE INFORMATION VISIT: MELTON.VIC.GOV.AU/MELTONCITY2036

JOIN THE CONVERSATION ONLINE AT: OURSAY.ORG/CITYOFMELTON/COUNCILPLAN