



Darebin's Citizen's Jury - Actions taken

	Action	Actioned by	Timing	Resources
Budget approval				
1	2014/15 budget approved – includes \$1 million for Infrastructure Fund	CFO	June 2014	2014/15 Budget
Briefings				
2	Executive Management briefing paper	CFO	July 2013	
3	Council briefing paper	CFO	August 2013	
4	Executive Management briefing paper	CFO	May 2014	
5	Council briefing paper	CFO	January 2014	
6	Executive Management briefing paper	CFO	January 2014	
Recruiting the jury				
7	Engaged newDemocracy Foundation	CFO	February 2014	
8	Invitations sent by new Democracy	newDem	March 2014	Invitation to join the jury
9	Jury recruited by new Democracy based on demographics of Darebin	newDem	April 2014	
Appointing facilitators				
10	Quotation process run	CFO	March-April 2014	
Information to Jurors				
11	Jurors information pack	CFO	May 2014	Participant Pack
12	Jurors terms of reference	Facilitators new DEM		
13	Updates after each meeting	CFO/Facilitators	May- Aug 2014	
14	SMS reminders to each juror prior to each meeting	CFO	May- Aug 2014	
15	Community submissions	Community		
Observers				
16	Invitation via website and local media	CFO	May-Aug 2014	
17	Observers' code of conduct	newDem		Observers' Code of Conduct
Community Engagement				
18	Local Solutions to Local Issues	CFO	Dec 2013-Feb 2014	Local Solutions website
19	Community invitations	CFO	June 2014	Invitation to Darebin's community to submit ideas
Witnesses/presenters				
20	Witnesses' Terms of Reference	Facilitators	May 2014	Witness Guide
Council paper				
21	Council paper seeking approval of Citizen's Jury recommendations	CFO	September 2014	Council report – Citizen's Jury recommendations