

TITLE OF PROPOSED INITIATIVE/PROJECT

PROPOSED BY – [NAME OF COUNCILLOR(S)]

DATE – XX SEPTEMBER 2024

DESCRIPTION OF INITIATIVE

A high level description of the initiative or project (likely 2-3 sentences)

BACKGROUND

Where does the idea for the initiative come from?

What is the driver for this initiative?

DESIRED OUTCOMES

What are the likely ways that Council will know that the initiative has been successfully completed? Does the potential project likely have measurable or time-bound outcomes or deliverables?

What are the potential benefits gained or negative outcomes avoided, if this project is completed?

ANTICIPATED SCOPE

What is the project or initiative likely to be? What activities or deliverables or work is likely to required to achieve the desired objective?