

agenda

COMMUNITY DEVELOPMENT COMMITTEE



Please be advised that a **Community Development Committee** Meeting will be held at **5.30pm** on **1 October 2018** in Meeting Room 1 at the Administration Building, 99 Shepperton Road, Victoria Park.

A handwritten signature in black ink, appearing to read "A. Vuleta".

ANTHONY VULETA
CHIEF EXECUTIVE OFFICER

28 September 2018

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OPENING**ATTENDANCE****Members:****Banksia Ward:**

Cr J (Julian) Jacobs
Cr R (Ronhda) Potter

Jarraah Ward:

Cr B (Bronwyn) Ife
Cr V (Vicki) Potter (Presiding Member)

Independent members:

Ms A (Anna) Presser
Dr S (Silvia) Lozeva

Chief Community Planner

Ms N (Natalie) Martin Goode

Manager Community

Ms K (Kaitlyn) Griggs

Senior Governance Officer

Ms D (Danielle) Uniza

Community Development

Ms A (Annette) Pitts

Officer Cultural Engagement**Secretary:**

Ms A (Alison) Podmore

Guests:

Ms C (Christine) Foote, General Manager:
Harold Hawthorne Community Centre

2.1 Apologies

Nil

2.2 Approved Leave of Absence

Nil

DECLARATIONS OF INTEREST

Declarations of interest are to be made in writing prior to the commencement of the Meeting, (a form to assist Elected Members and Staff is attached at the end of this Agenda).

Declaration of Financial Interests

A declaration under this section requires that the nature of the interest must be disclosed. Consequently a member who has made a declaration must not preside, participate in, or be present during any discussion or decision-making procedure relating to the matter the subject of the declaration. An employee is required to disclose their financial interest and if

required to do so by the Council must disclose the extent of the interest. Employees are required to disclose their financial interests where they are required to present verbal or written reports to the Council. Employees are able to continue to provide advice to the Council in the decision making process if they have disclosed their interest.

Name/Position	
Item No/Subject	
Nature of Interest	
Extent of Interest	

Declaration of Proximity Interest

Elected members (in accordance with Regulation 11 of the *Local Government [Rules of Conduct] Regulations 2007*) and employees (in accordance with the Code of Conduct) are to declare an interest in a matter if the matter concerns: a) a proposed change to a planning scheme affecting land that adjoins the person's land; b) a proposed change to the zoning or use of land that adjoins the person's land; or c) a proposed development (as defined in section 5.63(5)) of land that adjoins the persons' land.

Land, the proposed land adjoins a person's land if: a) the proposal land, not being a thoroughfare, has a common boundary with the person's land; b) the proposal land, or any part of it, is directly across a thoroughfare from, the person's land; or c) the proposal land is that part of a thoroughfare that has a common boundary with the person's land. A person's land is a reference to any land owned by the person or in which the person has any estate or interest.

Name/Position	
Item No/Subject	
Nature of Interest	
Extent of Interest	

Declaration of Interest affecting impartiality

Elected Members (in accordance with Regulation 11 of the *Local Government [Rules of Conduct] Regulations 2007*) and employees (in accordance with the Code of Conduct) are required to declare any interest that may affect their impartiality in considering a matter. This declaration does not restrict any right to participate in or be present during the decision-making process. The Elected Member/employee is also encouraged to disclose the nature of the interest.

Name/Position	
Item No/Subject	
Nature of Interest	
Extent of Interest	

CONFIRMATION OF MINUTES

That the minutes of Community Development Committee meeting held on 8 September 2018 be confirmed.

TERMS OF REFERENCE

1. Name

Community Development Committee

2. Purpose

The Town's *Strategic Community Plan* notes four components of the Mission Statement, namely –

- Social – To promote sustainable connected, safe and diverse places for everyone.
- Economic – To promote sustainable diverse, resilient and prosperous places for everyone.
- Environment – To promote sustainable liveable, healthy and green places for everyone.
- Civic Leadership – To show leadership by communicating with, empowering and supporting people in the community.

The primary purpose of this committee shall be the Social component of the Town's Mission Statement, which is to promote sustainable connected, safe and diverse places for everyone.

3. Scope

The Committee will primarily focus on the following key Social Strategic Outcomes –

- A healthy community.
- An informed and knowledgeable community.
- An empowered community with a sense of pride, safety and belonging.
- A place where all people have an awareness and appreciation of arts, culture, education and heritage.

Wherever possible, the Committee will seek opportunities to address the following additional Strategic Outcomes –

- Everyone receives appropriate information in the most efficient and effective way for them.
- Appropriate devolution of decision making and service provision to an empowered community.
- People have positive exchanges with the Town that inspires confidence in the information and the timely service provided.
- A community that is authentically engaged and informed in a timely manner.

4. Deliverables

The Committee will –

- Provide strategic leadership in the development and regular review of policies and strategies that are inclusive, empowering and build capacity of the Town of Victoria Park Community.
- Develop strategic partnerships with stakeholders that promote social inclusion and wellbeing.
- Enable and encourage participation in community life.
- Promote a socially prosperous community.
- Be culturally receptive and a supporter of arts events and practices.
- Conserve and celebrate the Town's rich local history.

Specifically the Committee will ensure delivery of the following –

- Annual review of policies, strategies and plans related to the Scope of the Committee.
- Community Needs Assessment and Analysis.
- Community Development Plan.
- Community Benefits Strategy.
- West Coast Eagles Community Benefits Strategy.
- Public Health Plan.
- Cultural Plan.
- Reconciliation Action Plan.
- Public Art Strategy.

5. Reporting

Although any Service Area of the Town may report through this Committee on matters associated with the Primary Purpose and Scope, the following Service Areas of Council are likely to predominantly feature –

- Aqualife
- Communications and Engagement
- Community Development
- Digital Hub
- Healthy Community
- Leisurelife
- Library Services
- Rangers

6. Governance

The Committee is a Council-created Committee formed under Subdivision 2 (Committees and their meetings) of the Local Government Act 1995 and is governed by the provisions of the Town of Victoria Park Standing Orders Local Law 2011 and the Local Government Act 1995 and its Regulations.

The Committee will comprise a maximum of four (4) Elected Members (being two (2) Elected Member representatives from each of the Town's two (2) wards with five (5) Elected Members being appointed in a hierarchical order as alternate deputy members) and up to two (2) other persons (that may be co-opted from time-to-time for such period, or in relation to such matters, as determined, where that person's experience, skills or qualifications would enable him or her to make a contribution to the Committee's functions).

In accordance with section 5.19 of the Local Government Act 1995, the quorum for a meeting of the Committee is at least 50% of the number of offices (whether vacant or not) of members of the Committee.

7. Meeting arrangements

The Committee shall convene in accordance with the annual adopted meeting schedule.

8. Authority

The Committee has no delegated power. The Committee may only make recommendations to Council for a decision.

9. Review

The Committee and Committee Terms of Reference will be reviewed from time-to-time and immediately following each local government election.

PRESENTATIONS**6.1 Deputations**

Harold Hawthorne Community Centre Update: Christine Foote, General Manager.

METHOD OF DEALING WITH AGENDA BUSINESS**RECOMMENDATION:**

That clause 6.10 *Speaking Twice of the Town of Victoria Park Standing Orders Local Law 2011* be suspended for the duration of this meeting.

REPORTS**8.1 Town of Victoria Park- Reflect Reconciliation Action Plan**

File Reference:	CMR/14/001
Appendices:	1. Draft Reflect Reconciliation Action Plan 2. Draft Reflect Reconciliation Action Plan Public Comment document
Attachments:	No

Date:	20 September 2018
Reporting Officer:	A. Pitts
Responsible Officer:	K. Griggs
Voting Requirement:	Simple Majority

Executive Summary:

Recommendation: That the Community Development Committee recommends that Council adopt the draft Reflect Reconciliation Action Plan.

- The Town's Aboriginal Engagement Strategy Group's draft Reflect Reconciliation Action Plan has been conditionally approved by Reconciliation Australia.
- The draft Reflect Reconciliation Action Plan was informed by the Aboriginal Engagement Advisory Group, formally the Aboriginal Engagement Strategy Group
- The Town has undertaken a two-week public comment period.
- Pending adoption by Council, the Reflect Reconciliation Plan will be launched at a free community event in December 2018.

TABLED ITEMS

Nil

BACKGROUND:

The Town established an Aboriginal Engagement Strategy Group in 2013 to build relationships and respect between every Australian and Aboriginal and Torres Strait Islander people. This group informs and advises the Town on ways in which we can work together to identify opportunities that meet individual and shared aspirations, drive equality and build sustainability in our local community.

In September 2018 the group was endorsed as the Aboriginal Engagement Advisory Group, for a six-month tenure with the possibility of extension.

The Reconciliation Action Plan (RAP) program provides a framework for organisations to support the national reconciliation movement. There are four RAP types (Reflect, Innovate, Stretch, and Elevate) which set out the minimum elements required from organisations to build strong relationships, respect and opportunities within organisations and communities. Each RAP is designed to suit an organisation at different stages of their reconciliation journey, with the Town being at the first stage of Reflect.

DETAILS:

In 2016 the Aboriginal Engagement Strategy Group embarked on the development of a Reflect RAP to provide a framework for the Town to build on respect, relationships and opportunities. This journey included a workshop with Reconciliation Australia, participation in Evolve and an evaluation by Curtin University on the Town's Aboriginal Engagement Strategy. This work culminated in a sub-group of the Aboriginal Engagement Strategy Group drafting key considerations for a RAP, which was presented to the wider community group for input and agreement. This document was submitted to Reconciliation Australia in 2017 with conditional approval received in early 2018.

On 5 February 2018 representatives of the Town's Aboriginal Engagement Strategy Group made a deputation to the Community Development Committee on the draft Reflect RAP. In April 2018 the Community Development Committee accepted the Draft Reflect RAP, leading to the public comment period which took place between 28 May and 11 June 2018 through Your Thoughts and a pop-up stall at the Library during Reconciliation Week. In total 13 submissions were received (see RAP Public Comment document included as Appendix 2). An overwhelming majority of these submissions demonstrated an appetite for reconciliation and welcomed a RAP.

Recommendations forwarded were, or could be broadly addressed under the strategies for implementation in the current draft (e.g. employment, education and awareness). As the RAP is a living document and will be under annual review, changes/additions can be built into the Innovate RAP.

On this basis no significant changes are proposed to draft RAP that was advertised as a result of public submissions.

Legal Compliance:

Nil

Policy Implications:

Nil

Risk Management Considerations:

Risk & Consequence	Consequence + Rating	Likelihood = Rating	Overall Risk Analysis	Mitigation/Actions
Failing to implement the Reflect RAP would potentially result in a breakdown of the positive relationships built with Aboriginal and Torres Strait Islander communities	Major (reputational 4)	Likely	High	Council approves and supports the document for implementation across the Town.

Risk & Consequence	Consequence + Rating	Likelihood = Rating	Overall Risk Analysis	Mitigation/Actions
over the years, causing reputational brand damage.				

Strategic Plan Implications:

The Town's vision is to be a dynamic place for everyone, with a key pillar of our mission being to promote sustainable, connected, safe and diverse places for all.

Reconciliation Australia states that the RAP program provides a framework for organisations to support the national reconciliation movement. A RAP is a strategic document that supports an organisation's business plan. It includes practical actions that will drive an organisation's contribution to reconciliation both internally and in the communities in which it operates.

Strategic Outcomes:

A dynamic place for everyone.

Social – To promote sustainable, connected, safe and diverse places for everyone.

- S3 - An Empowered community with a sense of pride, safety and belonging.
- S4 – A place where all people have an awareness and appreciation of arts, culture, education and heritage

Civic Leadership – To show leadership by communicating with, empowering and supporting people in the community.

- C18 – Visionary civic leadership with sound and accountable governance that reflects objective decision making.

Financial Implications:

Internal Budget:

Funds are allocated within the 2017/18 financial year to support the development and launch of a RAP.

Social Issues:

The draft Reflect RAP serves to underpin a range of strategies for the Town to ensure that Elected Members, Senior Management, staff and the community to embrace and drive equality and sustainability in the community.

According to Reconciliation Australia, a Reflect RAP clearly sets out the steps organisations should take to prepare for reconciliation initiatives in successive RAPs. Committing to a Reflect RAP allows organisations to spend time scoping and developing relationships with Aboriginal and Torres Strait Islander stakeholders, deciding on the vision for reconciliation and exploring the sphere of influence, before committing to specific actions or initiatives. This process will help to produce future RAPs that are meaningful, mutually beneficial and sustainable.

Cultural Issues:

The Aboriginal Engagement Advisory Group has been endorsed for a six-month tenure with the possibility of extension.

The Terms of Reference of the Aboriginal Engagement Advisory Group are as follows:

This group informs and advises the Town on ways in which we can work together to identify opportunities that meet individual and shared aspirations, drive equality and build sustainability in our local community, through the implementation of the Town's RAP.

The Group is responsible for:

- Attending the meetings. If a member fails to attend two consecutive meetings of the Aboriginal Engagement Advisory Group without lodging an apology his/her appointment shall be automatically terminated unless leave of absence has been granted.

The Aboriginal Engagement Advisory Group has no delegated powers or authority to:

- Represent the Town of Victoria Park
- Implement recommendations without the approval of the Council
- Commit Council to the expenditure of funds.

Members must comply with the Town's Code of Conduct.

Environmental Issues:

Nil

COMMENT:

The Town has committed to working with the Aboriginal Engagement Strategy Group since 2013, and the culmination of these relationships form the basis for a draft Reflect RAP. Approving and embedding a Reflect RAP in Victoria Park demonstrates the level of respect and commitment that we share with Aboriginal and Torres Strait Islanders. Implementing the Reflect RAP will build trust and foster positive relations for making a qualitative difference in our area. The Reflect RAPs shared goals will the capacity, enhance and empower our staff and community to address matters of significance to our local area, and contribute to new opportunities with the Town of Victoria Park.

CONCLUSION:

The Town's Reflect RAP will provide meaningful opportunities of engagement between Aboriginal and Torres Strait Islanders, staff, Elected Members and the wider community, and will support the achievements of the SCP both Social and Civic Leadership and the Town's vision as A dynamic place for everyone.

RECOMMENDATION:

That the Community Development Committee recommends that Council adopt of the draft Reflect Reconciliation Action Plan.

MOTION FOR WHICH PREVIOUS NOTICE HAS BEEN GIVEN

(required 3 ½ business days prior to the meeting, in writing to the CEO.)

MEETING CLOSED TO THE PUBLIC

10.1 Matters for which the meeting may be closed

Nil

10.2 Public reading of resolution that may be made public

Nil

CLOSURE OF COMMITTEE MEETING

WORKSHOP TOPICS AND PRESENTATIONS**Harold Hawthorne Community Centre Update**

The Manager of Harold Hawthorne Community Centre, Christine Foote will present on social outcomes for July – August to the committee.

Draft Operating Subsidy Policy

The Manager Community, Kaitlyn Griggs is seeking feedback from the committee on the draft Operating Subsidy policy

Cultural Significant Sites

The Chief Community Planner, Natalie Martin-Goode will present to the committee members research on significant sites within the Town.

Community Development Conference

The Chief Community Planner, Natalie Martin-Goode, and the Manager Community, Kaitlyn Griggs will present on the Community Development Conference held on 6-7 September, 2018.

Governance Survey

The Senior Governance Officer, Danielle Uniza will conduct a short Governance Survey.

GENERAL BUSINESS

REQUEST FOR REPORTS FOR FUTURE CONSIDERATION

Forthcoming Agenda Items	
Reports	
Victoria Park Centre Arts Operating Subsidy	November 2018
Workshop Topics	
Connect Victoria Park Village Hub Project	November 2018
West Coast Eagles Community Benefit Strategy update	November 2018
Homelessness Policy update	November 2018
Grants Program update	November 2018
Library Operational Review	November 2018
Presentations / Deputations	
Nil	

CLOSURE OF WORKSHOP

ALTERNATE MOTION / AMENDMENT SUBMISSION



To: HIS WORSHIP THE MAYOR:

Please be advised that I wish to move an ALTERNATE MOTION / AMENDMENT

Name of Elected Member:

Signature:

Date of Submission:

Council Meeting Date:

Item Number:

Item Title:

Alternate Motion / Amendment: *(strike out which is not applicable)*

Note: Motions to Stand Alone

All decisions of the council must be in the form of motions that are clear in their intent and enable a person to understand what has been decided without reference to another motion or information contained in the body of a report.

Reason:

Note: Explanation for changes to Recommendations

Administration Regulation 11 requires the minutes to include written reasons for each decision that is significantly different from the written recommendation. Members must therefore provide a written reason in the space provided above.



**DECLARATION OF
FINANCIAL INTEREST / PROXIMITY INTEREST / INTEREST THAT MAY AFFECT
IMPARTIALITY**

**TO: CHIEF EXECUTIVE OFFICER
TOWN OF VICTORIA PARK**

Name & Position	
Meeting Date	
Item No/Subject	
Nature of Interest	Financial Interest* <i>(*Delete where</i> Proximity Interest* <i>not applicable)</i> Interest that may affect impartiality*
Extent of Interest	
Signature	
Date	

Section 5.65(1) of the Local Government Act 1995 states that:

“A member who has an interest in any matter to be discussed at a Council or Committee meeting that will be attended by that member must disclose the nature of the interest:

- (a) in a written notice given to the CEO before the meeting; or
- (b) at the meeting immediately before the matter is discussed”.