

agenda

COMMUNITY DEVELOPMENT COMMITTEE



Please be advised that a **Community Development Committee Meeting** will be held at **5.30pm** on **Monday 12 March 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

8 March 2018

TABLE OF CONTENTS

ITEM	TITLE	PAGE NO
1	OPENING	3
2	ATTENDANCE	3
	2.1 Apologies	3
	2.2 Approved Leave of Absence	3
3	DECLARATIONS OF INTEREST	4
4	CONFIRMATION OF MINUTES	5
5	TERMS OF REFERENCE	5
6	PRESENTATIONS	7
	6.1 Petitions	7
	6.2 Presentations (Awards to be given to the Town)	7
	6.3 Deputations	8
7	METHOD OF DEALING WITH AGENDA BUSINESS	8
8	REPORTS	9
	8.1 Culture Counts Measurement Framework	9
9	WORKSHOP TOPICS AND PRESENTATIONS	12
	9.1 Victoria Park Swimming Club – Club Update	12
	9.2 Victoria Park Xavier Hockey Club – Club Update	12
	9.3 Administration Update – Regional Options Synthetic Turf	12
	9.4 West Coast Eagles Community Benefit: Bi-monthly Update	12
	9.5 2018 – 2023 Public Art Strategy	12
	9.6 Vic Park Youth Accommodation	12
	9.7 Volunteering Draft Policy	13
	9.8 Victoria Park Centre for the Arts	13
	9.9 2018/19 Events Calendar	13
	9.10 Access & Inclusion Plan – Council Chambers Voting System	13
	9.11 ANZAC Day Planning Update	13
	9.12 Community Consultation Reference Group	13
10	MOTION FOR WHICH PREVIOUS NOTICE HAS BEEN GIVEN	13
11	NEW BUSINESS OF AN URGENT NATURE	14
12	REQUEST FOR REPORTS FOR FUTURE CONSIDERATION	14
13	CLOSURE	14

1 OPENING

2 ATTENDANCE

Members:

Banksia Ward:

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

Jarraah Ward:

Cr B (Bronwyn) Ife
Cr V (Vicki) Potter
(Deputy Mayor & Presiding Member)

Deputy Member:

Nil

Chief Operations Officer
Chief Community Planner
Manager Strategic Projects
Manager Business Services
Manager Community
Coordinator Community
Development

Mr B (Ben) Killigrew
Ms N (Natalie) Martin Goode
Mr K (Kevin) Cunningham
Mr L (Luke) Ellis
Ms K (Kaitlyn) Griggs
Ms L (Lisa) Cornelius

Secretary:

Mrs S (Susan) Fraser
Victoria Park Swimming Club: Jason Frehner
(Club President)

Guests:

Victoria Park Xavier Hockey Club:
Mr Phil Hulbert
Mr Stuart Lamont
Mr Ryan Willis (Club President)

2.1 Apologies

2.2 Approved Leave of Absence

3 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	

4 CONFIRMATION OF MINUTES

That the Minutes of Community Development Committee Meeting held on 5 February 2018 be confirmed.

5 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.

6 PRESENTATIONS

6.1 Petitions

6.2 Presentations (Awards to be given to the Town)

6.3 Deputations

7 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.

NOTE: The above recommendation if adopted will enable Members to speak more than once and assist in open discussion for the entire meeting.

NOTE: Mover and seconder required and the matter put to the vote.

8 REPORTS

8.1 Culture Counts Measurement Framework

File Reference:	INT/14/5
Appendices:	No

Date:	20 February 2018
Reporting Officer:	K Griggs
Responsible Officer:	B Killigrew
Voting Requirement:	Simple Majority

Executive Summary:

Recommendation – That The Community Development Committee notes the Measurement System Culture Counts to be trailed by the Community Development and Strategic Planning Service Areas to measure Social, Civic, Environmental, Economic or Cultural Outcomes.

- The Town is required to measure and demonstrate how it is achieving Strategic Community Plan Outcomes.
- Culture Counts is a standardised method of measuring Social, Civic, Environmental, Economic or Cultural outcomes.
- Culture Counts will be trailed by Community Development and Strategic Planning Service Areas.

TABLED ITEMS:

- Culture Counts Promotional Flier.

BACKGROUND:

As per the Corporate Business Plan (CBP) the Town of Victoria Park (the Town) is required to measure how service areas are achieving outcomes of the Strategic Community Plan (SCP). Until recently the Town did not have a standardised method for measuring Social, Civic, Environmental, Economic or Cultural outcomes. To address this, the Community Development and Strategic Planning service areas purchased 'Culture Counts' a cultural measurement platform.

DETAILS:

The Community Development and Strategic Planning service areas have been reviewing Culture Counts over the past few months, and have recently purchased the online survey system, which can be linked to 'Your Thoughts', be paper based or online.

Culture Counts will enable the Town to measure outcomes relating to the services/ programs/ events/ initiatives/ place activation - all thing we do, with the functionality of the survey being extensive (pre and post surveys, filed surveys etc.)

As per the Service Delivery Plans (SDP) and CBP, each service area has a primary strategic outcome, and is required to set service performance measurements, which will be listed in the SDP, and thus the CBP. Service areas are also required to report on how SCP outcomes are being achieved.

Culture Counts is a rigorous, coherent and standardised approach to measurement across all potential value measurers and domain areas of;

1. Social Outcomes;
2. Economic Outcomes;
3. Environmental Outcomes;
4. Civic Outcomes;
5. Cultural Outcomes;
6. Arts quality; and
7. Participatory measures

Legal Compliance:

Nil.

Policy Implications:

Nil.

Risk Management Considerations:

Risk & Consequence	Consequence + Rating	Likelihood = Rating	Overall Risk Analysis	Mitigation/Actions
<p>Reputational Failing to have a robust measurement framework in place will result in the 'Community Development' Service Areas being unable to measure and demonstrate how they are achieving Social outcomes.</p> <p>This is particularly relevant for events, initiatives and programs.</p>	Major	Likely	High	Trial Culture Counts for a 6 - 12 month period.

Strategic Plan Implications:

Culture Counts enables local governments and not-for-profits et al, to measure and capture evidenced based outcomes, through an endorsed industry (state, national and international)

standard approach, as set by Department of Culture and the Arts. It also enables users to gather baseline data, compare and share data with other LGAs, and to demonstrate how SCP outcomes are being achieved.

Financial Implications:Internal Budget:

Culture Counts was procured for \$1,500 in the 2017/18 financial year.

Total Asset Management:

Nil.

Sustainability Assessment:External Economic Implications:

Nil.

Social Issues:

The Community Development Team, Library, Digital Hub and Healthy Community will be trialling Culture Counts over the next six-12 months to measure Social Outcomes aligned to the SCP, in relation to events, programs and initiatives.

Cultural Issues:

Nil.

Environmental Issues:

Nil.

COMMENT:

The Town is required to measure how Strategic Community Plan outcomes are being achieved. Culture Counts will enable the Town to measure outcomes relating to services, programs, events, initiatives and place activation.

It will capture evidenced based outcomes, through an endorsed industry standard approach, compare and share data with other Local Governments and demonstrate how SCP outcomes are being achieved.

CONCLUSION:

The trial of the Culture Counts survey will provide the Community Development and Strategic Planning teams with a robust and standardised measurement framework to capture data relating to Social and Cultural outcomes.

RECOMMENDATION/S:

That The Community Development Committee notes the Measurement System Culture Counts to be trailed by the Community Development and Strategic Planning Service Areas to measure Social, Civic, Environmental, Economic or Cultural Outcomes.

9 WORKSHOP TOPICS AND PRESENTATIONS

9.1 Victoria Park Swimming Club – Club Update

Victoria Park Swimming Club – Representative:
Mr Jason Frehner (Club President)

9.2 Victoria Park Xavier Hockey Club – Club Update

Victoria Park Xavier Hockey Club – Representatives:
Mr Phil Hulbert
Mr Stuart Lamont
Mr Ryan Willis (Club President)

9.3 Administration Update – Regional Options Synthetic Turf

Mr Kevin Cunningham, Strategic Projects Manager will provide the committee with a verbal update outlining regional options.

9.4 West Coast Eagles Community Benefit: Bi-monthly Update

Mr Kevin Cunningham, Strategic Projects Manager will provide the committee with a brief update on the 'West Coast Eagles Community Benefit Project'.

9.5 2018 – 2023 Public Art Strategy

For Feedback:
Ms Kaitlyn Griggs, Manager Community will present on the draft concept for the Town's 2018-2023 Public Art Strategy.

9.6 Vic Park Youth Accommodation

For Feedback:
Ms Kaitlyn Griggs, Manager Community will present an option for Victoria Park Youth Accommodation to provide in-kind support to the estimated value of \$20,000, by leading and drafting the Town's Homelessness Strategy, in lieu rental debit.

9.7 Volunteering Draft Policy

For Feedback:

Ms Kaitlyn Griggs, Manager Community will present the draft Volunteering- Community Policy, along with the draft Volunteer Handbook for review and feedback.

9.8 Victoria Park Centre for the Arts

For Consideration and Feedback:

As per the Ordinary Council Meeting held on 8 August 2017, the Town is to provide in-kind support of five hours per week for ten weeks to Victoria Park Centre for the Arts.

Ms Kaitlyn Griggs, Manager Community will present an option for consideration, on how the Town can meet this commitment and the associated benefits.

9.9 2018/19 Events Calendar

For Review and Feedback:

Ms Kaitlyn Griggs, Manager Community will present the draft 2018/19 Events Calendar for review and feedback

9.10 Access & Inclusion Plan – Council Chambers Voting System

Ms Lisa Cornelius, Coordinator Community Development will provide the committee with a brief update on the voting system for Elected Members.

9.11 ANZAC Day Planning Update

Ms Lisa Cornelius, Coordinator Community Development will provide the committee with an update on ANZAC Day 2018 event planning.

9.12 Community Consultation Reference Group

Community Development Committee.

10 MOTION FOR WHICH PREVIOUS NOTICE HAS BEEN GIVEN

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

11 NEW BUSINESS OF AN URGENT NATURE**12 REQUEST FOR REPORTS FOR FUTURE CONSIDERATION**

Forthcoming Agenda Items	
Reports	
Community Development Strategy	June 2018
West Coast Eagles Community Benefit Strategy	Late 2018
Workshop Topics	
Connect Victoria Park Village Hub Project	April - Bi-Monthly Update
Reserve Usage: Commercial, Community, and Youth - Hire Fees and Subsidies	April
Community Grants Program	April
West Coast Eagles Community Benefit Strategy	May Bi-Monthly Update
Presentations / Deputations	
Asset Based Community Development	TBC

13 CLOSURE



**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”.