

minutes

Community Development Committee



Please be advised that a **Community Development Committee** Meeting commenced 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

16 March 2018

(To be confirmed 9 April 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	4
5	TERMS OF REFERENCE	4
6	PRESENTATIONS	7
	6.1 Petitions	7
	6.2 Presentations (Awards to be given to the Town)	7
	6.3 Deputations	7
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	13
	9.6 Vic Park Youth Accommodation	13
	9.7 Volunteering Draft Policy	13
	9.8 Victoria Park Centre for the Arts	13
	9.9 2018/19 Events Calendar	14
	9.10 Access & Inclusion Plan – Council Chambers Voting System	14
	9.11 ANZAC Day Planning Update	14
	9.12 Community Consultation Reference Group	14
10	MOTION FOR WHICH PREVIOUS NOTICE HAS BEEN GIVEN	14
11	NEW BUSINESS OF AN URGENT NATURE	14
12	REQUEST FOR REPORTS FOR FUTURE CONSIDERATION	15
13	CLOSURE	15

(To be confirmed 9 April 2018)

1 OPENING

Cr Vicki Potter (Deputy Mayor) opened the meeting at 5.30pm.

2 ATTENDANCE

Members:

Banksia Ward:

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

Jarraah Ward:

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

Deputy Member:

Nil

Chief Operations Officer
Chief Community Planner
Strategic Projects Manager
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

Guests:

Victoria Park Swimming Club: Jason Frehner
(Club President)
Victoria Park Xavier Hockey Club:
Mr Phil Hulbert
Mr Stuart Lamont

2.1 Apologies

2.2 Approved Leave of Absence

(To be confirmed 9 April 2018)

3 DECLARATIONS OF INTEREST

Declaration of Financial Interests

Nil

Declaration of Proximity Interest

Nil

Declaration of Interest affecting impartiality

Name/Position	Cr Ronhhda Potter
Item No/Subject	Community Development Meeting: item 9.6 – Victoria Park Youth Accommodation.
Nature of Interest	Impartiality
Extent of Interest	Previous Board Member of Victoria Park Youth Accommodation. Resigned from the position when elected to Council.

4 CONFIRMATION OF MINUTES

Moved: Cr J Jacobs

Seconded: Cr B Ife

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

The Motion was Put and

CARRIED (4 –0)

In favour of the Motion: Cr V Potter; Cr R Potter; Cr B Ife and Cr J Jacobs.

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.

(To be confirmed 9 April 2018)

- 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.

(To be confirmed 9 April 2018)

- 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.

(To be confirmed 9 April 2018)

6 PRESENTATIONS

Moved: Cr V Potter

Seconded: Cr R Potter

That Workshop items 9.1, and 9.2 be dealt with in Deputations as items 6.3.1 and 6.3.2.

The Motion was Put and

CARRIED (4-0)

In favour of the Motion: Cr V Potter; Cr B Ife; Cr R Potter; and Cr J Jacobs

6.1 Petitions

6.2 Presentations (Awards to be given to the Town)

6.3 Deputations

Mr Jason Frehner joined the meeting at 5.35pm.

6.3.1 Victoria Park Swimming Club – Mr Jason Frehner (Club President)

Mr Frehner provided the Community Development Committee with an overview of the clubs plans to increase membership and future growth.

Mr Jason Frehner and Mr Luke Ellis, Manager Business Services left the meeting at 5.55pm.

Mr Phil Hulbert and Mr Stuart Lamont joined the meeting at 5.55pm.

6.3.2 Victoria Park Xavier Hockey Club – Representatives: Mr Phil Hulbert and Mr Stuart Lamont.

The club representatives provided the Community Development Committee with an overview of the clubs membership and recent discussions with the Cities of Belmont and Canning with regard to synthetic turf facilities.

Mr Phil Hulbert and Mr Stuart Lamont and Mr Ben Killigrew, Chief Operations Officer left the meeting at 6.08pm.

(To be confirmed 9 April 2018)

7 METHOD OF DEALING WITH AGENDA BUSINESS

Moved: Cr B Ife

Seconded: Cr J Jacobs

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.

The Motion was Put and

CARRIED (4-0)

In favour of the Motion: Cr V Potter; Cr B Ife; Cr R Potter; and Cr J Jacobs

Mr Ben Killigrew, Chief Operations Officer re-joined the meeting at 6.10pm.

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.

(To be confirmed 9 April 2018)

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

(To be confirmed 9 April 2018)

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.

(To be confirmed 9 April 2018)

RESOLVED:**Moved: Cr B Ife****Seconded: Cr R Potter**

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 Motion was Put and**CARRIED (4-0)****In favour of the Motion: Cr V Potter; Cr B Ife; Cr R Potter; and Cr J Jacobs****9 WORKSHOP TOPICS AND PRESENTATIONS****9.1 Victoria Park Swimming Club – Club Update****Action:**

- A workshop item to be included on the next agenda to discuss:
What is the purpose of the pool, what are the specifications for a high performance training centre and what impact this would have on the community

9.2 Victoria Park Xavier Hockey Club – Club Update**Action;**

- Mr Ben Killigrew, Chief operations Officer to facilitate a meeting at the Town of Victoria Park between Victoria Park Xavier Hockey Club representatives and City of Canning and City of Belmont Officers.

9.3 Administration Update – Regional Options Synthetic Turf

Mr Kevin Cunningham, Strategic Projects Manager provided the committee with a verbal update outlining regional options for synthetic turf facilities.

9.4 West Coast Eagles Community Benefit: Bi-monthly Update

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

Mr Kevin Cunningham, Strategic Projects Manager left the meeting at 6.50pm.

9.5 2018 – 2023 Public Art Strategy

For Feedback:

Ms Kaitlyn Griggs, Manager Community provided the Community Development Committee with a draft concept for the Town's 2018-2023 Public Art Strategy.

Actions:

- Administration to investigate options to involve schools or community groups in an arts project to re-paint the table tennis tables at Rayment, John MacMillan and John Bisset Parks and Hawthorne and Houghton Reserves.
- Administration to provide a report for the 9 April Community Development Meeting

9.6 Vic Park Youth Accommodation

Ms Kaitlyn Griggs, Manager Community presented an option for the Victoria Park Youth Accommodation Service 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.

Actions:

- Ms Kaitlyn Griggs, Manager Community to forward a proposal to the Victoria Park Youth Accommodation Service for consideration.
- Administration to prepare a report for the next Ordinary Council Meeting

9.7 Volunteering Draft Policy

Ms Kaitlyn Griggs, Manager Community presented the Community Development Committee with a draft Volunteering- Community Policy and Volunteer Handbook.

Action:

The committee approved the draft Volunteering – Community Policy and Volunteer Handbook as enclosed in the Community Development Committee Workshop Supporting Documents.

9.8 Victoria Park Centre for the Arts

Ms Kaitlyn Griggs, Manager Community presented an option for consideration, as to how the Town can meet its commitment to Victoria Park Centre for the Arts and the associated benefits.

Actions:

- Administration to purchase a single annual membership for Victoria Park Centre for the Arts to Culture Counts to align with the Town's reporting expectations.

(To be confirmed 9 April 2018)

- Administration to provide a shared staffing arrangement for Victoria Park Centre for the Arts for 5 hours per week, this will be shared between the Manager Community, the Coordinator Community Development and the Community Development Officer – Arts.

9.9 2018/19 Events Calendar

Ms Kaitlyn Griggs, Manager Community presented the draft 2018/19 Events Calendar.

Action:

- Administration to reschedule Volunteers Day from the planned December date and align with Volunteering Week held 21 – 27 May 2018.

9.10 Access & Inclusion Plan – Council Chambers Voting System

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

Action:

- Administration to invite the Manager ICT to the 9 April Community Development Committee meeting to provide an up-date.

9.11 ANZAC Day Planning Update

Ms Lisa Cornelius, Coordinator Community Development was provided feedback by the committee regarding event planning for ANZAC Day 2018.

9.12 Community Consultation Reference Group

Community Development Committee advised that the creation of a Community Board was in progress.

10 MOTION FOR WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

11 NEW BUSINESS OF AN URGENT NATURE

Nil

(To be confirmed 9 April 2018)

12 REQUEST FOR REPORTS FOR FUTURE CONSIDERATION

Forthcoming Agenda Items	
Reports	
Public Art Strategy	April 2018
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
Access and Inclusion – Council Chambers Voting System	April
Victoria Park Swim Club - Aqualife High Performance Training Centre	April
Community Grants Program	April
Reserve Usage: Commercial, Community, and Youth - Hire Fees and Subsidies	May
Arts and Culture Plan	May
West Coast Eagles Community Benefit Strategy	May Bi-Monthly Update
Connect Victoria Park Village Hub Project	June - Bi-Monthly Update
Presentations / Deputations	
Asset Based Community Development	TBC

13 CLOSURE

There being no further business Cr V potter closed the meeting at 8pm.