



TOWN OF
VICTORIA PARK



COVID-19 Response Working Group Notes – 17 September 2020



WE'RE OPEN
VIC PARK

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1 Opening

Acknowledgement of country

Ngany kaaditj Noongar moort keny kaadak nidja Wadjak Noongar boodja. Ngany kaaditj nidja Noongar birdiya – koora, ye-ye, boorda, baalapiny moorditj Noongar kaaditjin, moort, wer boodja ye-ye.

I acknowledge the traditional custodians of this land and respect past, present and emerging leaders, their continuing cultural heritage, beliefs and relationship with the land, which continues to be important today.

2 Attendance

Mayor	Mayor Karen Vernon
Deputy Mayor	Deputy Mayor Bronwyn Ife
Councillor	Cr Claire Anderson
Chief Community Planner/Local Recovery Coordinator	Natalie Martin Goode
Chief Executive Officer	Anthony Vuleta
Chief Operations Officer	Ben Killigrew
Chief Financial Officer	Michael Cole
Senior Communications and Engagement Advisor	Rebecca Waghorne
Minute Secretary	Christy Neems
Presenters	Tracy McQue Mathew Owens Ellie van Rhyn
Observers	Lisa Tidy Adrian Borthwick
Apologies	Cr Claire Anderson Natalie Martin-Goode Michael Cole

3 Actions from previous meetings

Action	Responsible Officer	Status
COVID Action Taskforce to develop a Project Matrix which can be used to determine the level of risk of a project with the intention that 'high risk' project proposals go to CRWG for approval.	COVID Action Taskforce	In progress
Gallipoli Street proposal to go to Council as part of the COVID Action Plan as a means of socialising the project with elected members.	Tracy McQue	Report submitted to October OCM
Night Markets proposal to go to Council as part of the COVID Action Plan	Ellie van Rhyn	Report submitted to October OCM
Suzanne Caren to provide Scorecard Resilience Report to CRWG members	Suzanne Caren	Open – Christy to obtain information and circulate to CRWG members
David Doy to provide CRWG members with planning statistics breakdown of applications including dollar values. David Doy to liaise with Planning team to source the information.	David Doy	Continue to provide statistics to CRWG
Rebecca Waghorne to proceed with developing a COVID Action Taskforce Communications Plan		In progress
David Doy to liaise with Carrie Parsons to determine the amount allocated to the COVID Action Taskforce communications budget		Budgets embedded in Project budget

4 COVID Action Taskforce update

CRWG Members were provided with an overview on current COVID Action Taskforce projects.

Outcome

Noted that the CAT will monitor the impact of Job Keeper and Job Seeker changes on the Town's social and economic recovery over the coming months.

Local spending and online shopping trends highlight that consumers are supporting local businesses.

Parking trends show that patrons are staying longer in Victoria Park when they visit the Town.

Pedestrian footfall counts may not be painting an accurate picture of the numbers of people visiting Vic Park on foot, due to the location of the counters. More efficient ways of catching accurate figures is being investigated as part of the ICT strategy.

Legislative changes in building approvals and development applications have seen an increase in applications. The impact of the increased applications is yet to be determined in the market.

5 Communications update

CRWG members were provided with an update on communications.

Outcome

COVID Arts Grant recipients to be announced on 18 September, 2020.

The Town's new citizenship video will be aired at the Citizenship ceremony on the 17 September and circulated on social media afterwards.

Christmas in Vic Park will be held as a Town-wide, festival style approach to celebrating Christmas. Many service areas in the Town have come together to form a working group to roll out activities throughout the festive season. An online Christmas Hub will encompass all town activities and encourage involvement from community and local businesses.

6 Recovery Action Plan update

Nil.

7 Presentations

Nil.

8 Items for discussion

8.1 Additional action for COVID-19 Action Plan- Gallipoli Street Local Centre Improvements

Reporting officer	
Origin of request	<i>Where did the need for this item originate e.g. Council resolution, strategic project.</i>
Attachments	1. COVID-19 Action Scoping document - Gallipoli St Local Centre [8.1.1 - 6 pages]

Purpose of the item

To consider the inclusion of Gallipoli Street Local Centre Improvements in the next edition of the COVID Action Plan

Outcome

To endorse the recommendation to spend COVID Recovery Budget on the Gallipoli Street Local Centre Improvements.

Discussion points

- The community has raised multiple issues with the Centre – poor quality public realm, lack of public realm infrastructure (eg. public seating, planter boxes, bike racks), unkempt drainage sump, vacant shop, lack of custom/foot traffic. There is an opportunity to install street furniture to improve the Centre.
- The Public Open Space Strategy identified a shortage of open space in this area. There is an opportunity to create a pocket park in front of the drainage sump.
- If endorsed for inclusion in the CAP, next steps include getting two pocket park design options drawn (this has previously been discussed with business/community), get street furniture design from contractor, engage broader community on designs, cost preferred designs, refine and finalise and then schedule in works and construct.

Strategic outcomes

Please see the scoping document for strategic alignment.

Next steps

Please see the scoping template for next steps for the project. As with all projects being proposed for inclusion in the CAP, this project will be included in a report to Council.

Further information

N/A

CRWG members were provided with a presentation on the Gallipoli Street proposal.

Outcome

Recommendation to do minor upgrades to Gallipoli Street to increase community and social engagement and business development in the area.

Recommendation to assist the small businesses at Gallipoli Street to create a brand identity for the area. Possible name for the area - "Gallipoli Street Traders".

Recommendation to utilize the front section of the basin adjacent to the small businesses to create a green space for community members, explore lighting, tree and planter box options and local arts grants (including the RAC asphalt grant) to activate the space and make it more engaging for the community.

CRWG endorse the project proposal.

Actions

Gallipoli Street proposal to go to Council as part of the COVID Action Plan.

8.2 Street Meet n Greet, Suburb Safety Sessions

Reporting officer	Mathew Owens
Origin of request	COVID Action Taskforce
Attachments	Nil

Purpose of the item

For discussion and feedback before submission to Council for endorsement.

Outcome

Feedback on the proposed services.

Discussion points

Expansion of the Street Meet n Greet program

Re-implementation of the Suburb Safety Session project with an expanded scope

Strategic outcomes

{strategic-outcomes}

Next steps

Receive feedback from the CRWG and submit to Council for endorsement.

Further information

Nil.

Street Meet n Greet

CRWG members were provided with a presentation on the Street Meet n Greet initiative.

Outcome

The Street Meet n Greet initiative is seeking COVID funding to assist community members to get local events up and running and provide additional support at an operational level.

The events will deliver social recovery initiatives with flow-on economic benefits.

The CRWG team endorsed the use of operational funds to support the expansion of the Street Meet n Greet initiative.

Actions

COVID Action Taskforce to develop a Project Matrix which can be used to determine the level of risk of a project with the intention that 'high risk' project proposals go to CRWG for approval.

Suburb Safety Sessions

CRWG members were provided with a presentation on the Suburb Safety Sessions.

Outcome

The Town propose to take a collaborative and localized approach to delivering suburb safety sessions across the community ensuring the sessions are community lead.

Suburb Safety Sessions to be utilized as a tool to assist in fostering positive perceptions of an area's safety. Noted that safer neighborhoods assist in promoting economic and social recovery.

CRWG recommend flexibility in the budget to allow for the COVID Action Taskforce to implement initiatives that are an extension of operational projects with greater ease.

CRWG endorse progressing with the Suburb Safety Sessions.

8.3 Night Markets

Reporting officer	Ellie van Rhyn
Origin of request	Selection from the Covid-19 Action Taskforce September meeting
Attachments	1. COVID-19 Action Scoping Document - Markets [8.3.1 - 6 pages]

Purpose of the item

This item is being presented to the Covid-19 Response Working Group for consideration for inclusion within the Covid-19 Action Plan.

Outcome

Approval for inclusion within the Covid-19 Action Plan.

Discussion points

- Engagement with the community for the development of the 2019/2020 event calendar identified a desire for night markets within the Town. Previous endeavours to establish markets have encountered concern regarding competition with local businesses.
- To avoid this, the proposed approach is to engage an events contractor to undertake research on behalf of the Town to determine the most suitable approach of a market offering so as to avoid direct competition with and include local businesses, where possible (Stage 1). This will be undertaken prior to the same contractor delivering a pilot market season over summer/spring (Stage 2).
- An evaluation report at the completion of the pilot program will allow the Town to determine if this is a worthwhile method through which to support markets, and determine which direction to take for any future markets.
- This project is recommended to be included within the Covid-19 Action Plan, however it is noted that resourcing within the team is limited, and the implementation of this project should be considered alongside existing commitments.

Strategic outcomes

Strategic Objective/Value	Source	Rationale
A desirable place for commerce and tourism that supports equity, diverse local employment and entrepreneurship.	Strategic Objective EC1	The market events will be promoted to both local residents as well as potential visitors to the Town. It will position the Town as a desirable place to visit, eat and shop.
Reconnect our local community – Stimulate social activity and create opportunities for connection and interaction.	COVID-19 Restart Vic Park Strategy R1.1	This project looks to encourage our community to re-unite, to reconnect, and share experiences.

Reactivate our local economy – Invest in the local economy by creating new opportunities.	COVID-19 Restart Vic Park Strategy R2.1	This project will look to work with local traders, where possible, as a priority, and broaden the market available to local businesses.
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Next steps

#	Name	Description	Duration	Start Month
1.	Town	Prepare RFQ for release to external event companies	1 month	September 2020
2.	External event companies	Prepare RFQ responses	2-3 weeks	October 2020
3.	Town	Assess responses and select successful RFQ	2 weeks	November 2020
4.	Event company	Stage 1 submission <ul style="list-style-type: none"> • Engage with local businesses and existing markets to determine most suitable approach • Research preferred location, from list of suggested locations • Draft program, project plan, marketing plan, risk management plan 	1 month	Mid November 2020
5.	Town	Review and endorsement to proceed	1 week	December 2020
6.	Event company	Stage 2 <ul style="list-style-type: none"> • Deliver 3 months of market events within the Town of Victoria Park • Submit evaluation of trial markets 	3 months	January/February 2020
7.	Town	Assess evaluation and determine if markets should continue	1 month	May 2020

Further information

Please review the attached Scoping Document for further information.

CRWG members were provided with a presentation on the Night Markets proposal.

Outcome

CRWG:

Recommend the COVID Action Taskforce work with traders to research viable locations for the night markets and run the program as a three month pilot. Pilot program outcomes to inform planning and implementation of future night market events across the Town.

Recommend that the night markets strike the right balance what people in the community want for example: food and performance.

Actions

A report to go to Council detailing the Night Market proposal.

9 General business

Nil.

10 Close

Meeting closed: 2:20pm