



Please be advised that an **Economic Development Committee** meeting commenced at **5.30pm** on **1 November 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**

**5 November 2018**

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(To be confirmed 6 December 2018)

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## **1 OPENING**

Cr Ammons Noble opened the meeting at 5.31pm

*The Chief Community Planner, Ms Natalie Martin Goode joined the meeting at 5.32pm.*

### **1.1 Resignation of the Presiding Member**

**RESOLVED:**

**Moved: Cr Vernon**

**Seconded: Cr Ife**

**That the Economic Development Committee accept Cr Ammons Noble's resignation as Presiding Member of the Economic Development Committee.**

**The Motion was Put and**

**CARRIED (4-0)**

**In favour of the Motion: Cr Vernon; Cr Ife; Cr Ammons Noble; and Mr C Prior.**

### **1.2 Election of a Presiding Member**

**RESOLVED:**

**Moved: Cr Ammons Noble**

**Seconded: Cr Ife**

**That Cr Vernon be appointed as Presiding Member of the Economic Development Committee.**

**The Motion was Put and**

**CARRIED (4-0)**

**In favour of the Motion: Cr Vernon; Cr Ife; Cr Ammons Noble; and Mr C Prior.**

**RESOLVED:**

**Moved: Cr Vernon**

**Seconded: Cr Ammons Noble**

**That Cr Ife be appointed as Deputy Presiding Member of the Economic Development Committee.**

**The Motion was Put and**

**CARRIED (4-0)**

**In favour of the Motion: Cr Vernon; Cr Ife; Cr Ammons Noble; and Mr C Prior.**

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## 2 ATTENDANCE

### Members:

**Banksia Ward:** Cr K (Karen) Vernon (Presiding Member)

**Jarraah Ward:** Cr J (Jennifer) Ammons Noble  
Cr B (Bronwyn) Ife

**Independent Members** Mr C (Callum) Prior

**Chief Planning Officer** Ms N (Natalie) Martin Goode

**Manager Place Planning** Mr D (David) Doy

**Senior Place Leader** Ms Z (Zyra) Knight

**Secretary** Ms A (Amy) Noon

**Guests** Nil

### 2.1 Apologies

**Independent member** Mr S (Steven) McCabe

**Chief Operations Officer** Mr B (Ben) Killigrew

### 2.2 Approved Leave of Absence

Cr J (Julian) Jacobs

## 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

Nil.

### Declaration of Proximity Interest

Nil.

### Declaration of Interest affecting impartiality

Nil.

## 4 CONFIRMATION OF MINUTES

### RESOLVED:

Moved: Cr Vernon

Seconded: Cr Ife

That the minutes of Economic Development Committee meeting held on 4 October 2018 be confirmed.

The Motion was Put and

CARRIED (4-0)

In favour of the Motion: Cr Vernon; Cr Ife; Cr Ammons Noble; and Mr C Prior.

## 5 TERMS OF REFERENCE

### 1. NAME

The name of the Committee shall be the Economic 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 Economic component of the Town's Mission Statement, which is to promote sustainable diverse, resilient and prosperous places for everyone.

### 3. SCOPE

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

- A desirable place for commerce and tourism that supports equity, diverse local employment and entrepreneurship.
- A clean, safe and accessible place to visit.

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.

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- 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 Community.
- Support and promote local business.
- Develop the Town as the event destination of choice.
- Exploit the Town's geographical location and natural assets.
- Improve the standard and effectiveness of sustainable economic development and activity across the District in partnership with key stakeholders.

Specifically the Committee will ensure delivery of the following –

- Annual review of policies, strategies and plans related to the Scope of the Committee.
- Economic Development Needs Assessment and Analysis.
- Economic Development and Tourism Strategy.
- Events and Activation 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 –

- Economic Development
- Environmental Health
- Parking Management

#### **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.

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**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 Deputations**

Nil.

**7 METHOD OF DEALING WITH AGENDA BUSINESS**

**RESOLVED:**

**Moved: Cr Ammons Noble**

**Seconded: Cr Ife**

**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 Vernon; Cr Ife; Cr Ammons Noble; and Mr C Prior.**

**8 REPORTS**

Nil.

**9 MOTION FOR WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

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

Nil.

**10 MEETING CLOSED TO PUBLIC**

Nil.

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**11 GENERAL BUSINESS**

The Committee discussed economic development opportunities and the involvement of businesses with the Town's 25 year anniversary.

**12 CLOSURE OF COMMITTEE MEETING**

There being no further business, Cr Vernon closed the meeting at 5.54pm.

I confirm these minutes to be a true and accurate record of the proceedings of the Council.

Signed:.....Cr Vernon

Dated this:.....Day of .....2018