

minutes

Economic Development Committee



Please be advised that an **Economic Development Committee** Meeting commenced at **5.30pm** on **5 April 2018** in Meeting Room 1 at the Administration Building, 99 Shepperton Road, Victoria Park.

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

ANTHONY VULETA
CHIEF EXECUTIVE OFFICER

10 April 2018

(To be confirmed 3 May 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	3
4	TERMS OF REFERENCE	4
5	CONFIRMATION OF MINUTES	6
6	METHOD OF DEALING WITH AGENDA BUSINESS	6
7	PRESENTATIONS	6
	7.1 Petitions	6
	7.2 Presentations (Awards to be given to the Town)	6
	7.3 Deputations	6
8	REPORTS	7
9	WORKSHOP TOPICS AND PRESENTATIONS	7
10	MOTION FOR WHICH PREVIOUS NOTICE HAS BEEN GIVEN	7
11	NEW BUSINESS OF AN URGENT NATURE	7
12	REQUEST FOR REPORTS FOR FUTURE CONSIDERATION	7
13	CLOSURE	8

(To be confirmed 3 May 2018)

1 OPENING

Councillor Ammons Noble opened the meeting at 5.32pm.

2 ATTENDANCE

Members:

Banksia Ward

Cr K (Karen) Vernon

Jarrah Ward:

Cr J (Jennifer) Ammons Noble (Presiding Member)
Cr B (Bronwyn) Ife

Chief Operations Officer Manager Community

Mr B (Ben) Killigrew
Mrs K (Kaitlyn) Griggs

Secretary

Ms G (Gaye) Last

Guests

Nil

2.1 Apologies

Banksia Ward

Cr J (Julian) Jacobs

Economic Development Officer

Ms T (Terri) Holland

2.2 Approved Leave of Absence

Nil

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 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.
- 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.

(To be confirmed 3 May 2018)

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.

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.

5 CONFIRMATION OF MINUTES

RESOLVED:

Moved: Cr Vernon

Seconded: Cr Ammons Noble

That the Minutes of Economic Development Committee Meeting held on 1 March 2018 be confirmed.

The Motion was Put and

CARRIED (3-0)

In favour of the Motion: Cr Ammons Noble; Cr Ife; and Cr Vernon

6 METHOD OF DEALING WITH AGENDA BUSINESS

RESOLVED:

Moved: Cr Ife

Seconded: Cr Vernon

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 (3-0)

In favour of the Motion: Cr Ammons Noble; Cr Ife; and Cr Vernon

7 PRESENTATIONS

7.1 Petitions

Nil

7.2 Presentations (Awards to be given to the Town)

Nil

7.3 Deputations

Nil

(To be confirmed 3 May 2018)

8 REPORTS

Nil

9 WORKSHOP TOPICS AND PRESENTATIONS**9.1 Lease and Licence Subsidy of Town Assets (buildings/grounds)**

Ms Kaitlyn Griggs, Manager Community presented on the 'Lease and Licence Subsidy of Town Assets (buildings/grounds)'.

ACTION: The Workshop item was noted and agreed to be progressed to the next stage.

The Chief Operations Officer left the meeting at 6.10pm.

10 MOTION FOR WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

11 NEW BUSINESS OF AN URGENT NATURE

11.1 Clarification to be sought regarding workshop items, presentations, general business items; an actions list and further notes section to reflect items discussed at the meeting.

ACTION: Cr Ammons Noble to follow up with the Principal Governance Advisor.

12 REQUEST FOR REPORTS FOR FUTURE CONSIDERATION

Forthcoming Agenda Items		
Reports		
Economic Development and Tourism Strategy	May 2018	Economic Development Officer
Embargo Closure Report	May 2018	K Griggs
Eat, Ride n Enjoy – Update for Phase 2 and Progress report	June 2018	K Griggs
Eat, Ride N Enjoy – Quarterly Progress Reports	June 2018 (then quarterly)	C Parsons
Draft Parklet Policy	June 2018	Manager Place Planning

(To be confirmed 3 May 2018)

Workshop Topics and Presentations		
Criterion Cycle	May 2018	B Killigrew
Business Networking Future Events	May 2018	K Griggs
Burswood Foreshore Project Update	June 2018	Anthony Vuleta
Economic Place Planning	June 2018	Manager Place Planning
Billycart Race	July 2018	Mayor T Vaughan
Innovation Fund	July 2018	B Killgrew
Economic Development Outputs and Outcomes Measurements	July 2018	B Killigrew
Parklet Management Strategy	TBC	K Griggs

13 CLOSURE

There being no further business, Cr Ammons Noble closed the meeting at 7.45pm.

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

Signed:.....Cr Ammons Noble

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