



TOWN OF
VICTORIA PARK

Urban Forest Implementation Working Group

Notes – 19 June 2023



WE'RE OPEN
VIC PARK

Table of contents

1 Opening.....3

2 Attendance4

3 Presentations5

 3.1 Urban Forest Implementation Update.....5

 3.2 UF Implementation Action Plan Review Update.....5

 3.3 1st Year Infill Planting Update5

4 Items for discussion6

 4.1 Urban Forest Strategy implementation project proposals.....6

 4.1.1 Project Proposals.....6

 4.1.2 Terms of Reference Update7

5 General business7

7 Close.....8

1 Opening

Meeting opened: 7.30am

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 kaadijin, 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

UFS Implementation Group Members

Rowena Skinner
Nadia D'Hart

Councillors

Cr Luana Lisandro
Cr Peter Devereux

ToVP Representatives

Paul Gravett (Chief Community Planner)
David Doy (Manager Place Planning)
Deniqua Boston (Place Leader, Urban Forest)

Gregor Wilson (Manager Infrastructure Operations)
Penny Fletcher (Parks Technical Officer)

Meeting secretary

Presenters

Nil

Observers

Nil

Apologies

Emma Monk
Shelly Woods - Executive Assistant, Chief
Community Planner
Ngairé Howard
Stephen Szydlowski
Cr Bronwyn Ife
Natalie Martin Goode – Chief Community Planner

3 Presentations

3.1 Urban Forest Implementation Update

Time	15mins
Presenter	Deniqua Boston
Attachments	1. Planting Season 2023 - Physical Project List [3.1.1 - 1 page]

Purpose of the item

1. Provide the group with an update on the current progress of planting season activities
2. Present the concept design for Rotary Park upgrades

Outcome

Informed working group and staff and initiation of engagement and involvement with the community planting events.

Cr Lis. How are the dead or removed trees recorded?

PF. Tracked when notified though the tree audit process, however difficult to track closely due to ToVP resources required.

PW. Can we get the Street tree planting letter out to Councilor's and UF IWG so they are informed of the process undertaken by the town?

DB. This has been actioned, email sent to UF IWG and EM Portal post submitted 20th June 2023.

DD. Community member was vocal/abusing at the Bone St consultation towards DB. This behavior is not acceptable, and the matter has been discussed with PG.

CrDev. Look at the focus of the community engagement so they have ownership over the projects looking at if this is at a large or small scale approach.

GW. Rotary Park playground being installed next week and meeting with a contractor onsite. Meeting with contractor onsite today 20 June.

Strategic outcomes

Nil

3.2 UF Implementation Action Plan Review Update

Time	10mins
Presenter	Deniqua Boston and David Doy
Attachments	NA

Purpose of the item

Inform the group of the status of the Implementation Action Plan review.

Outcome

The finalization of the action plan will be re addressed once planting season is complete. Awareness of course of action for completion of review.

RS. Ensure this stays on the agenda so we can look at it again once planting season is completed.

Strategic outcomes

Nil

3.3 1st Year Infill Planting Update

Time	10mins
Presenter	Deniqua Boston
Attachments	1. To V P- Kent St Planting PAR - 230614 [3.3.1 - 4 pages] 2. P 1000 B To V P- Urban Ecosystems Planting PAR - 230614 [3.3.2 - 8 pages]

Purpose of the item

Inform the group of the progress of the 1st year care program resulting from the reduced summer watering

Outcome

Well informed working group members.

Strategic outcomes

Nil

4 Items for discussion

4.1 Urban Forest Strategy implementation project proposals

4.1.1 Project Proposals

Reporting officer	Deniqua Boston
Attachments	1. Urban forest project proposal- Fraser Park [4.1.1.1 - 2 pages]

Purpose of the item

To discuss with the UF IWG, proposed planting projects submitted by the community for action through the implementation and delivery process of the Urban Forest program.

Outcome

Resolution of the project proposal and if it's a priority for the next planting season.

Discussion points

Is this a priority project of the Urban Forest Program UFP, if so, which sub-program does it align with?

Cr Lis. Develop a criteria around where bird waters are installed around habitat proximity, water connection. There is a steep terrace and not a lot of vegetation on the embankment, do we look at further plantings?

DD. Embankment planted 2 planting seasons.

GW. This was undertaken 2 planting seasons ago around existing Callistemons. Not supporting of a waterer in this location due to the distance we'd need to cover for water connection.

DB to work with DB and GW for birdwaterer location criteria.

Action: Develop Draft Criteria

GW. Not a priority site at this point in time.

DB to inform community member of project proposal status. Clarify if the resident is contributing \$5000 for the birdwaterer.

Strategic outcomes

Environment	
Community Priority	Intended public value outcome or impact
EN1 - Protecting and enhancing the natural environment.	

Next steps

Respond to the community member that submitted the proposal with a response and course of action. If supported, include project into the program schedule of works.

Further information

Nil

4.1.2 Terms of Reference Update

Reporting officer	David Doy and Deniqua Boston
Attachments	1. Terms of Reference - UFS IWG 2021.22 [4.1.2.1 - 3 pages]

Purpose of the item

To inform the working group of the Town’s process requirement with managing working groups. Prior to the appointment of new members to the group, the Terms of Reference must be updated.

Outcome

Gain input from the group as to how they wish to see the Terms of Reference updated.

Discussion points

What are the terms the group wished to support. Previous discussions were in support of the following:

- 2 year term, maximum of 3 consecutive terms.
- Elected members to be re-elected in alternate years to community members.

Strategic outcomes

Civic Leadership	
Community Priority	Intended public value outcome or impact
CL2 - Communication and engagement with the community.	

Next steps

Revise the Terms and issue to council, aiming for endorsement in the July council meeting.

DD. Governance proposing to take all expired ToR to council in July. No current action required by the group at the moment.

RS. We can we bring on the new Community members to the group prior to October?

DD. This will be subject to the update of the ToR in July. Questions around the process for the group to reply for the IWG member positions.

PG. ToVP are aiming for a more coordinated approach across the organizations, however bespoke enough to suit individual groups.

Cr Lis. Should all date in the ToR be deleted and have a general document referring to timeframes sitting outside of the ToR?

DD. Yes change we are expecting to see this change in the review.

Cr Lis. Is there a possibility of a 4 year term to minimize administration?

DD. We should explore this in the review.

DB. What is the status of the EOI?

DD. These will go back to council once the ToR are updated and will see if this can happen concurrently.

Cr Lis. ToR state Dec 2022, do we have to go out for an EOI for all members?

DD. No existing term for member so will depend on governance’s review.

Further information

Nil

5 General business

Cr Dev. Can we plant on the verge of 79 Oats St? Can we follow up with the developer to reinstate the verge as per the DA?

DD. The ship has sailed on getting the developer to provide funding for the works. This needs to be captured at the time of approval.

DB. This was a project proposal in 2022, we can relook at this if the group wishes to prioritize for next year planting plan.

Cr Lis. I would like to see this go ahead. Q. with all development do we specify they need to remediate the verge?

PF. We cannot make it a condition, it is an advice note.

Cr Lis. Q. does that mean it's the Town responsibility to remediate the verge?

DD. I will follow up with planning to ensure we are clear.

Cr Dev. Crossover installation Policy from the Town website states the resident to pay for removal of redundant. Document: *Crossover Installation Package 2019*

DD.

CR Lis. Land between Jarrah and Etwell St is there plans to put in future plantings?

DD A. Yes we can

Cr Lis. Q. Do we have a policy for removing wildflowers?

GW. Isn't this an offence. We don't have signage.

DB. Suggest this is included on the signage that gets created for Kent St sand pit. **Action: DB pass onto BN**

Cr Dev. Can we have a community member talk at the community planting events?

DB. This is currently reserved for the Mayor, we can promote the community through other streams ie: 'Your Stories'.

RS. Q. What is happening to the land at Millers crossing

DD. Part is kept as residential zoning. Piece of land between Rutland and Raleigh St is zoned as parks and reserve and then transition to Crown land and vested to the Town.

RS. How is the budget looking for UFS 2023/2024?

DD. \$60k-80 capital

Cr Dev. Budget is being approved 20 June at the Council meeting

Cr Lis. What is going to happen with the Xanthorrhoeas in the rail reserve with METRONET works?

DB. These have been flagged for re-locating if not being retained.

DD. These have been audited and counted as a tree within the METRONET documentation.

Cr Lis. Q Are the main road entry points into the Town being looked at for further planting?

DD. No reason why we can't look at these.

DB. UF won the PLA Environmental Stewardship Award and no in the running for a National Award.

Cr Lis. Can we list all the awards the UF program has accomplished? Where are the awards displayed?

DB. I spoke with AV, he is looking at getting a cabinet in the foyer at Admin. Our achievements have a page on the Website.

[Our Urban Forest achievements - Victoria Park](#)

6 Actions from previous meetings

Action	Responsible Officer	Status/Comments
IAP Review	IWG	All workshops Completed. Final Draft to be completed and issued to working group. On pause till September once planting season is completed.
UF Event Support	DB/ AH	Support for: 1. Community Planting Day 1 at Rotary Park – 2nd July 2. Community Planting Day 2 Kent St verge 30th July
Thank you volunteer plaques to recognize UFS volunteer contribution.	Working Group	Quote received. Look at base and location for the plaque. Look at wording for the Plaque. Look at an Art project to celebrate/ acknowledge the community. Look at funding from the Art Reserve? Group is happy to wait and have further discussion on how this is approached.
UF Ambassador	WG	Rowena is actioning this.
Review IWG Terms of Reference Proposing 2-year term, maximum of 3 consecutive terms. Elected members to be re-elected in alternate years to community members to sustain knowledge in the group.	DB	In Action Review of the Terms is now in motion with support from Governance. Aiming for endorsement at the July council meeting.
20 Esperance St - Tree removal	DB and PF	The Town has been informed this Marri tree at the front of the property has been flagged for removal by the property representative. Email drafted and to be sent to resident in due course.

7 Close Meeting closed at 8.45am