



TOWN OF  
VICTORIA PARK



Urban Forest Implementation  
Working Group  
Agenda – 19 June 2023



**WE'RE OPEN**  
**VIC PARK**

**Table of contents**

1 Opening .....4  
    1.1 Opening .....4  
2 Attendance .....5  
3 Presentations .....6  
    3.1 Urban Forest Implementation Update .....6  
    3.2 UF Implementation Action Plan Review Update .....6  
    3.3 1st Year Infill Planting Update .....6  
4 Items for discussion .....7  
    4.1 Urban Forest Strategy implementation project proposals.....7  
        4.1.1 Project Proposals .....7  
        4.1.2 Terms of Reference Update.....7  
5 General business .....8  
6 Actions from previous meetings.....8  
7 Close.....9

## 1 Opening

Meeting opened:

### **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

### UFS Implementation Group Members

Rowena Skinner  
Emma Monk  
Ngairé Howard  
Nadia D'Hart

### Councillors

Cr Luana Lisandro  
Cr Bronwyn Ife  
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)  
Stephen Szydłowski (Team Leader Natural Areas)

### Meeting secretary

### Presenters

### Observers

### Apologies

Emma Monk  
Shelly Woods (Executive Assistant, Chief  
Community Planner)

### 3 Presentations

#### 3.1 Urban Forest Implementation Update

|                    |  |
|--------------------|--|
| <b>Time</b>        | 15mins   |
| <b>Presenter</b>   | Deniqua Boston   |
| <b>Attachments</b> | 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.

#### Strategic outcomes

Nil

#### 3.2 UF Implementation Action Plan Review Update

|                    |                              |
|--------------------|------------------------------|
| <b>Time</b>        | 10mins                       |
| <b>Presenter</b>   | Deniqua Boston and David Doy |
| <b>Attachments</b> | NA                           |

#### Purpose of the item

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

#### Outcome

Awareness of course of action for completion of review

#### Strategic outcomes

Nil

#### 3.3 1st Year Infill Planting Update

|                    |  |
|--------------------|--|
| <b>Time</b>        | 10mins   |
| <b>Presenter</b>   | Deniqua Boston   |
| <b>Attachments</b> | 1. To V P- Kent St Planting PAR - 230614 [3.3.1 - 4 pages]<br>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 1<sup>st</sup> 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

|                          |   |
|--------------------------|---|
| <b>Reporting officer</b> | Deniqua Boston  |
| <b>Attachments</b>       | 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?

## 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

|                          |   |
|--------------------------|---|
| <b>Reporting officer</b> | David Doy and Deniqua Boston                                |
| <b>Attachments</b>       | 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.

#### Further information

Nil.

### 5 General business

### 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: <ol style="list-style-type: none"> <li>1. Community Planting Day 1 at Rotary Park – 2nd July</li> <li>2. Community Planting Day 2 Kent St verge 30th July</li> </ol> |

Urban Forest Strategy Implementation Working Group - 19 June 2023

|  |                      |   |
|--|----------------------|---|
| <p>Thank you volunteer plaques to recognize UFS volunteer contribution.</p>  | <p>Working Group</p> | <p>Quote received. Decision to install a plaque at Horton reserve.<br/>Text '<i>Thanking members of the community and working group of their contribution to developing the strategy and supporting the program.</i>'<br/>Look at base and location for the plaque.</p> |
| <p>UF Ambassador</p>   | <p>WG</p>            | <p>In action</p>  |
| <p>Review IWG Terms of Reference</p> <p>Proposing 2-year term, maximum of 3 consecutive terms.<br/>Elected members to be re-elected in alternate years to community members to sustain knowledge in the group.</p> | <p>DB</p>            | <p>In Action<br/>Review of the Terms is now in motion with support from Governance.<br/>Aiming for endorsement at the July council meeting.</p>   |
| <p>20 Esperance St - Tree removal</p>  | <p>DB and PF</p>     | <p>The Town has been informed this Marri tree at the front of the property has been flagged for removal by the property representative.<br/><br/>Email drafted and to be sent to resident in due course.</p>  |

**7 Close**