

# minutes

Community Development Committee



Please be advised that a **Community Development Committee** Meeting was held at **5pm** on **Thursday 24 November 2016** 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**

**29 November 2016**

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## 1 OPENING

Cr Claire Anderson opened the meeting at 5.00pm.

## 2 ATTENDANCE

### Members:

**Banksia Ward:** Cr C (Claire) Anderson

**Jarrah Ward:** Cr B (Brian) Oliver (Deputy Mayor)

### Deputy Member:

**Banksia Ward** Cr K (Keith) Hayes

**Jarrah Ward** Cr V (Vince) Maxwell

**Director Renew Life** Mr W (Warren) Bow

**Safer Neighbourhoods Officer** Mr M (Mathew) Owens

**Secretary:**

**Guests:** Nil

### 2.1 Apologies

**Director Community Life** Ms T (Tina) Ackerman

**Jarrah Ward** Cr V (Vicki) Potter (Presiding Member)

### 2.2 Approved Leave of Absence

**Banksia Ward** Cr J (Julian) Jacobs

## 3 DECLARATIONS OF INTEREST

Nil

## 4 CONFIRMATION OF MINUTES

### RESOLVED:

Moved: Cr Oliver

Seconded: Cr Anderson

That the Minutes of Community Development Committee Meeting held on 27 October 2016 be confirmed.

The Motion was Put and CARRIED (4 - 0)  
In Favour of the Motion: Cr Anderson; Cr Oliver; Cr Hayes; and Cr Maxwell.

## 5 TERMS OF REFERENCE

### 1. NAME

The name of the Committee shall be the Community Development Committee (the Committee).

### 2. AIMS AND OBJECTIVES

The strategic focus of the Committee is aligned to the Town's Strategic Community Plan. The purpose of the Committee is to contribute to the vibrant lifestyle of the Town.

#### 2.1 Goals

The Committee will:

- Provide strategic leadership in the development and regular review of policies and strategies that are inclusive, empowering and build capacity for the Town of Victoria Park community.
- Develop strategic partnerships with stakeholders that promote social inclusion and wellbeing.
- Enable and encourage participation in community life.
- Promote a socially prosperous community.

#### 2.2 Deliverables

The key deliverables of the Committee include:

- Annual review/update of policies, strategies and plans related to the key areas of focus;
- Community Needs Assessment and Analysis;
- Community Benefits Strategy;
- West Coast Eagles Community Benefits Strategy; and
- Public Health Plan.

#### 2.3 Scope and Jurisdiction

The key focus areas of the Committee include:

- Aboriginal and Torres Strait Islander People;
- Aged;
- Community/Not for Profit;

- Disability;
- Community Safety;
- Multicultural;
- Recreation;
- Sport; and
- Youth.

#### **2.4 Engagement**

- The community shall be engaged by the Committee outside of the formal meeting regime as required and in accordance with Council's Public Participation Policy.
- Specific engagement strategies will be developed to address the Committee's key deliverables.
- The Committee may invite individuals and subject matter experts to attend a meeting of the Committee to provide expert advice where required.

#### **2.5 Roles and Responsibilities**

The Committee will:

- Be coordinated, collaborative and strategic in its approach to developing and reviewing policies and strategies;
- Ensure the Council is an advocate on community issues and needs;
- Be guided by the Town's Vision and Mission; and
- Be aligned to the Town's Strategic Community Plan.

### **3. MEMBERSHIP**

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 except for the Chief Executive Officer Recruitment and Performance Review Committee whereby five (5) Elected Members are appointed being the Mayor and two (2) Elected members from each of the Town's two (2) Wards with four (4) Elected Members being appointed in a hierarchical order as alternate deputy members.

### **4. MEETINGS**

The Committee shall convene in accordance with the annual adopted meeting schedule.

### **5. QUORUM**

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.

### **6. DELEGATED POWER**

The Committee has no delegated power and all recommendations made are to be referred to Council for a decision.

### **7. GOVERNANCE**

The Committee is governed by the provisions of the Town of Victoria Park Standing Order Local Law 2011 and the Local Government Act 1995 and

## 6 PRESENTATIONS

### 6.1 Petitions

Nil

### 6.2 Presentations (Awards to be given to the Town)

Nil

### 6.3 Deputations

Nil

## 7 METHOD OF DEALING WITH AGENDA BUSINESS

Moved: Cr Hayes

Seconded: Cr Maxwell

### RECOMMENDATION:

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 Anderson; Cr Oliver; Cr Hayes; and Cr Maxwell.

## 8 REPORTS

Nil

## 9 WORKSHOP TOPICS AND PRESENTATIONS

### 9.1 Safer Neighbourhoods Plan

The Safer Neighbourhoods Officer to provide an update regarding the development of the Town's new Safer Neighbourhoods Plan.

### Action:

The Committee received the interim results of the Safer Neighbourhoods Plan survey.

## **9.2 Lease Policy**

Committee Members are asked to provide input regarding the following:

### OBJECTIVES

- Provide accommodation for..... (incorporated community groups/clubs, NFP organisations, commercial organisations, NGOs)
- Why? (market value realisation, community benefit/return, optimise asset, financial return, combination, diversify occupation of building portfolio)

### POLICY STATEMENT

#### AIMS

- Strategic objectives
- Community capacity/benefit
- Financial return for asset management investment

#### OPERATIONAL COMMENTARY

- Level of stakeholder engagement in finalising Policy and/or Management Practice
- Set policy direction on the recoup of outgoings from non-commercial Lessees.
- Alignment/reference to the Community Grants Policy
- Multi criteria assessment in determining Lessees

*Cr Maxwell left the meeting at 6.04pm*

#### Actions:

- Director Renew Life Program to consolidate the draft Lease Policy, incorporating feedback from the Community Development Committee.
- Community Development Committee Members to review and circulate the draft Lease Policy amongst Elected Members and provide feedback to Director Renew Life Program.
- The Lease Policy is to be referred to the first Community Development Committee meeting in 2017.

## **10 MOTION FOR WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

## **11 NEW BUSINESS OF AN URGENT NATURE**

Nil

## 12 REQUEST FOR REPORTS FOR FUTURE CONSIDERATION

The Community Development Committee requested the following reports for the January 2017 meeting:

- The West Coast Eagles Football Club/Town Community Benefits Strategy;
- Leasing Policy; and
- The Hockey Club Relocation Business Case.

<b>Forthcoming Agenda Items</b>	
<b>Reports</b>	
The West Coast Eagles Football Club/Town Community Benefits Strategy	
The Hockey Club Relocation Business Case	
Community Leases Policy	(TBC)
8 Kent Street Lease	23 February 2017
Community Leases Policy	(TBC)
Hockey Club Relocation Business Case	(TBC)
Community Development Strategy	March 2017 (TBC)
Safer Neighbourhoods Plan	March 2017 (TBC)
Public Health Plan	May 2017 (TBC)
West Coast Eagles Community Benefits Strategy	TBC
Disability Access and Inclusion Plan	TBC
<b>Workshop Topics</b>	
West Coast Eagles Community Benefit Strategy	Ongoing
Community Needs Assessment/Community Planning Strategy	TBC
Public Health Plan	Ongoing
Strategic Approach to CCTV in the Town	TBC
Community Development Strategy	Ongoing
Disability Access and Inclusion Plan	TBC
<b>Presentations</b>	
Hockey Club Relocation Business Case	TBC
Asset Based Community Development	TBC



### **13 NEXT MEETING**

The January meeting is scheduled for 26 January 2017; Australia Day. As a result the next meeting of the Community Development Committee will not be until 23 February 2017.

Action:

The Community Development Committee requested a meeting to be scheduled in January 2017; the committee nominated January 19, 24 or 31 as suitable dates.

### **14 CLOSURE**

Cr Claire Anderson closed the meeting at 6.33pm.