



City of Belmont
STANDING COMMITTEE (COMMUNITY VISION)
MINUTES
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5 September 2016

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ATTACHMENTS INDEX

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***** COUNCILLORS ARE REMINDED TO RETAIN THEIR ATTACHMENTS FOR DISCUSSION WITH THE MINUTES *****

**MINUTES OF THE STANDING COMMITTEE (COMMUNITY VISION) MEETING HELD IN
THE RIVERVALE ROOM, CITY OF BELMONT CIVIC CENTRE, 215 WRIGHT STREET,
CLOVERDALE ON MONDAY, 5 SEPTEMBER 2016 COMMENCING AT 6.30PM.**

MINUTES

PRESENT

Cr J Powell (Presiding Member)	South Ward
Cr R Rossi, JP, Deputy Mayor (Deputy Presiding Member)	West Ward
Cr P Marks, Mayor (Ex-Officio)	East Ward
Cr B Ryan	East Ward

IN ATTENDANCE

Mr N Deague	A/Chief Executive Officer
Mr K Davidson (<i>arr 6.32pm</i>)	A/Director Community and Statutory Services
Ms L Dobrin	Manager Community Development
Mrs N Griggs (<i>dep 7.19pm & did not return</i>)	Manager Community Place Making
Mrs S De La Cruz (<i>dep 7.01pm & did not return</i>)	Coordinator Community Wellbeing
Mr J Warner (<i>dep 8.31pm & did not return</i>)	Coordinator Community Projects
Ms E Cashman	Senior Governance Officer

1. OFFICIAL OPENING

6.30pm The Presiding Member welcomed all those in attendance and declared the meeting open.

Acknowledgement of Country

It is important that we acknowledge the traditional owners of the land on which we are meeting today the Noongar Whadjuk people and pay respect to Elders both past and present

2. APOLOGIES AND LEAVE OF ABSENCE

Mr S Cole (Apology)

Chief Executive Officer

3. DECLARATIONS OF INTEREST THAT MIGHT CAUSE A CONFLICT

3.1 FINANCIAL INTERESTS

Nil.

3.2 DISCLOSURE OF INTEREST THAT MAY AFFECT IMPARTIALITY

Name	Item No and Title
Cr R Rossi	Item 10.3 Museum Relocation
Cr R Rossi	Item 11.1 2016 Community Service Awards

6.32pm The A/Director Community and Statutory Services entered the meeting.

4. ANNOUNCEMENTS BY THE PRESIDING MEMBER (WITHOUT DISCUSSION)

4.1 ANNOUNCEMENTS

Nil.

4.2 DECLARATIONS BY MEMBERS WHO HAVE NOT GIVEN DUE CONSIDERATION TO ALL MATTERS CONTAINED IN THE BUSINESS PAPERS PRESENTLY BEFORE THE MEETING

Nil.

5. CONFIRMATION OF MINUTES

**5.1 STANDING COMMITTEE (COMMUNITY VISION) MEETING HELD 2 MAY 2016
(Circulated under separate cover)**

OFFICER RECOMMENDATION

ROSSI MOVED, MARKS SECONDED,

That the Minutes of the Standing Committee (Community Vision) Meeting held, 2 May 2016 be confirmed as a true and accurate record.

CARRIED 4 VOTES TO 0

**6. QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN
(WITHOUT DISCUSSION)**

Nil.

6.34pm The A/Chief Executive Officer departed the meeting.

**7. NEW BUSINESS OF AN URGENT NATURE APPROVED BY PERSON
PRESIDING OR BY DECISION**

Nil.

8. QUESTIONS BY MEMBERS WITHOUT NOTICE

Note:

At the request of the Presiding Member, Item 8 Questions by Members Without Notice was deferred until after Item 10.4 (refer page 11).

9. BUSINESS ADJOURNED FROM A PREVIOUS MEETING

Nil.

10. INFORMATION ITEMS

10.1 PLACE VISION AT WILSON PARK

ATTACHMENT DETAILS

<u>Attachment No</u>	<u>Details</u>
Tabled Attachment 1 – Item 10.1 refers	<u>Community Wellbeing Update – Place Vision Wilson Park Presentation</u>

The Coordinator Community Wellbeing provided an update on the Place Vision project for Wilson Park.

The Community Wellbeing Update – Place Vision Wilson Park Presentation included the following:

- Place Vision Wilson Park

6.40pm The A/Chief Executive Officer returned to the meeting.

- Roberts Day
- Community Garden

(Refer [Tabled Attachment 1](#) for further information).

A series of questions were asked and responded to as follows:

- The Community Garden will be trialled at Wilson Park, and as this is an operational matter will not be going to Council for endorsement.
- Officers have liaised with Sandra Maynard, who is the head of the Community Growers Group and a horticulturalist regarding the proposed location of the garden.
- A location that receives both sun and shade is required for better growing outcomes.
- Officers have discussed access to the Rivervale Community Centre for users of the community garden, including use of a currently unused courtyard for storage and the provision of a tap external to the building for community garden use.
- There will be an approximate 300 metre or five minute walk to the public toilet facilities in Wilson Park or Rivervale Community Centre may be used on occasion as the City is proposing offering 50% discounts on hiring to groups starting out. It is also expected that many users of the community garden will be local residents with easy access to facilities in their own homes.
- There is no total cost for the proposal as many services are being provided in-kind. It is likely that the garden beds and a number of supplies will be provided by Bunnings and provision of the tap and any required gates will be provided by the City.

Item 10.1 Continued

- Community Wellbeing is liaising with Parks and Environment about an approach by a resident suggesting a bike pump track in the Wilson Park sump area. The results of community consultation from the Wilson Park Vision Plan will determine how the City progresses with the resident's idea for a bike pump track.
- Councillors will be invited to any public consultations.
- As the community garden is a pilot program to test the location and project, it does not require endorsement by Council. The Community Growers Group is aware that the location may not be permanent. Consultation will be undertaken to determine interest in the project and the best location.
- The Netball Club has been contacted and is aware that the current overflow parking area will be reduced as a result of the garden. The Club understands the need to work with the wider community.
- The Community Growers Group is aware of and has no problem with the location of toilet facilities.
- This has been a lengthy process, and those involved in the Community Growers Group have realised that there is a lot of work involved. The Community Growers Group is working towards incorporation.
- Community Wellbeing worked with Parks and Environment and looked at all available sites in the City to determine the best available location.
- The site offered by Belmont Sports and Recreation Club was land located outside the current lease agreement.
- Wilson Park is not activated at present.

10.2 JUPP LANE PLACE ACTIVATION EVENT

ATTACHMENT DETAILS

<u>Attachment No</u>	<u>Details</u>
Tabled Attachment 2 – Item 10.2 refers	Community Wellbeing Update – Jupp Lane Lounge Presentation

The Coordinator Community Wellbeing provided an outline on a new place activation initiative for Rivervale, during the Let's Celebrate Belmont Festival

The Community Wellbeing Update – Jupp Lane Lounge Presentation included the following:

- Jupp Lane Lounge – Let's Celebrate Belmont

(Refer [Tabled Attachment 2](#) for further information).

A series of questions were asked and responded to as follows:

- A property of interest at the end of Jupp Lane can be investigated as part of the risk management strategy for the event.
- Once the laneway is activated, passive surveillance should discourage anti-social behaviour.
- Additional lighting along eaves on Kooyong Road can be discussed with business owners.
- The budget for this event is small, and Officers are hoping for good outcomes.
- The eaves along Kooyong Road belong to individual owners.
- This will be a smaller scale event to the Pop Art Fiesta event. It will be similar, but have a more relaxed, less structured atmosphere.

7.01pm The Coordinator Community Wellbeing departed the meeting and did not return.

10.3 MUSEUM RELOCATION

ATTACHMENT DETAILS

<u>Attachment No</u>	<u>Details</u>
Confidential Tabled Attachment 1 – Item 10.3 refers	Museum Relocation Presentation

The Ruth Faulkner Public Library is changing over to a new library management system in November 2016. The library will be required to close to the public whilst the data on the old library management system is migrated to the new system. Whilst the library is closed, works related to the relocation of the museum are intended to commence.

The Manager Community Place Making provided an overview of the likely changes to the layout of the library resulting from the relocation of the museum.

The Museum Relocation Presentation included the following:

- Works to be Completed
- Changes to the Library Layout
- Museum Relocation - Timeline

(Refer [Confidential Tabled Attachment 1](#) for further information).

A series of questions were asked and responded to as follows:

- The Belmont Museum Advisory Group (BMAG) has inspected the proposed space for the mini-Museum. The space is intended to showcase only a small selection of the museum collection, which will be rotated regularly.
- The relocation of the Museum into the current Library events space is seen as the best solution to accommodate a selection of museum collections whilst not disadvantaging the Library. The space will be used to showcase the Museum and the City of Belmont's history.
- The exact dates for the relocation and reopening are not locked in as Officers are unable to predict at this point in time how long the process will take to carefully pack, store and relocate the museum artefacts. The community will be kept informed on the progress of the relocation but advertising will state that the mini-Museum will be opened in early 2017.
- Many different options were considered for the location of the Museum within the library including locked cabinets located around the Library to securely display artefacts. The existing events space in the Library was considered the best option for the mini-Museum as there were concerns raised around supervision of artefacts and an activities area was still required for both Library and Museum programs.
- Block out adhesive film will be placed on the glass walls of the events space to house the mini-Museum, ensuring the space has the right level of light. Historic images can be printed onto the block out film to promote the museum.

Item 10.3 Continued

- An option to consider would be for Officers to visit schools and run hands on museum demonstrations and activities through outreach programs rather than having the Museum in the Library.
- The Belmont Museum Advisory Group is satisfied that the space allocated for the Museum in the Library is adequate as a temporary museum. It is generally agreed that it is better to have the Museum accessible to the public even on a small scale rather than have it closed until the new building is completed.
- Many of the objects and artefacts from the Museum need to be carefully stored in secured cabinets.
- It is hoped that the temporary Museum space will be visited by Library users who have not visited the Museum before.
- If Library events are significantly impacted, the situation will be reviewed and other options for the Museum will be considered.
- Storage spaces in the Library will only be used for Museum, Library and Community Wellbeing equipment.

7.19pm The Manager Community Place Making departed the meeting and did not return.

10.4 YOUTH SERVICES

The Coordinator Community Projects provided an update on Youth Services and the Youth Strategic Plan as follows:

- The Youth Strategic Plan is a values based plan, and these broad themes and values underpin the plan.
- A number of achievements have occurred over the past 12 months including the Youth Committee tour of the Council Chamber with the Mayor, the renaming of the Youth Centre to 'The Base', the felting workshops which brought together youth from the centre and senior citizens, and the Girls Group food literacy program whose participants now can cook a three course meal and have acquired a safety and health qualification.
- The Youth Committee helps participate in the programming of activities at 'The Base'. The Committee informs the YMCA staff of what participants like and don't like and this direct feedback helps grow or modify programs.
- The City collects statistics on attendance and contacts at the Youth Centre, but there are other measurements in place which are reported on. Case management studies report back on improvements seen and links provided to relevant programs. This information is not always captured best through statistics.
- YMCA programs are sometimes not best reflected in monthly statistics, but rather over a term or duration of the program or through the tangible results provided.

Item 10.4 Continued

- The monthly report provided to Councillors shows how YMCA is tracking against all key actions in the Youth Strategic Plan.

A series of questions were asked and responded to as follows:

- The Base is open six days per week, including during school holidays.
- The October school holiday program has been approved and will soon be available on the City's website.
- The YMCA and the City aim to provide a responsive and flexible service.
- Local partnerships with the Base are increasing. This includes a recent partnership with Bunnings who have sponsored billycart, toolbox and jewellery making workshops as well as providing vegetable gardens at the Base. These workshops, activities and partnerships relate back to Key Performance Indicators (KPIs) for YMCA.
- YMCA is working with the City's Parks and Environment department and a number of programs have been run and attended through this partnership.
- Overall the Youth Strategic Plan is working well. There are a few areas in the Plan in need of work and a few negotiations will be undertaken to ensure that all the work is completed in year two of the Plan.
- It was suggested that Bunnings be considered for a future Opportunity Award due to the amount of support and donations it provides within the community.
- There are 46 KPIs that sit behind the Youth Strategic Plan. These KPIs are both qualitative and quantitative measure. Only one KPI is concerned with statistics, other KPIs include such qualitative measures as increases in knowledge and self-esteem or decreases in negative feelings.
- In some contexts, numbers going down and a decrease in statistics can be positive as it indicates that there are less people needing help or exiting into more mainstream programs.
- The Coordinator Community Projects meets with YMCA multiple times per month to ensure that programs are tracking well and each quarter a multi-disciplinary team of City Officers meet with YMCA to review and monitor progress of the Youth Strategic Plan's KPIs.
- Council's decision to consider the Faulkner Civic Precinct Masterplan has put the provision of the basketball court on hold. A number of options have been considered for the court, but the infrastructure cannot be installed in isolation, especially if there is potential for it to be moved later.

Item 10.4 Continued

- Consultants have been engaged and are working on the Belmont Oasis Masterplan. There are a number of issues at the Oasis that will need to be considered before the basketball court is progressed. Greater planning of the Youth Plaza which would include the skate park, basketball court, shaded areas and youth orientated public art needs to occur. Consideration for the links between the Oasis and the Youth Plaza also needs to be addressed.
- The next Standing Committee (Community Vision) meeting will include an update on the progress of the Belmont Oasis Masterplan.
- At an operational level, Officers are privy to more information than Councillors and there are many behind the scenes issues that need to be addressed.
- The basketball court can be looked at in two ways. In isolation, a court can be installed quickly and cheaply, however this will provide a false economy as there is a high likelihood that it would need to be retrofitted or moved in the future. Any installation needs to occur within the context of the wider Faulkner Civic Precinct Masterplan.
- The aim is to empower youth in Belmont, and management structures at the YMCA are flexible as long as KPIs are deliverable.
- Foundations and transparent mechanisms are in place to ensure programs will continue to run smoothly in the event that current Officers leave the City.
- Officers greatly appreciate the advocacy that Councillors undertake concerning Youth Services, and advised that Councillors can direct community members to Community Development Officers and the YMCA to answer questions.
- 1500 contacts per month in the statistics does not mean 1500 new kids per month, it means 1500 different contacts in that period. YMCA is currently achieving the KPI requirements on contacts by approximately 80% and has recently won five state and national awards for its programs and services.
- YMCA is providing case management services at Belmont City College (BCC) and provides programs and workshops at BCC and the Australian Islamic College. Contact has also been made with Catholic schools in the area about the potential to offer future programs and services in their schools.
- YMCA is capacity building through its outreach programs within local schools, and whole year groups at a time have participated in training programs and workshops provided by YMCA, such as the RAGE and anti-bullying programs
- YMCA is doing a good job and there are mechanisms and controls in place to ensure Youth Services remains on the right track.

8. QUESTIONS BY MEMBERS WITHOUT NOTICE

Note:

At the request of the Presiding Member, Item 8 Questions by Members Without Notice was deferred until after Item 10.4 (refer page 3).

8.1 CR R ROSSI

1. Could an update on the Sister City delegation be provided?

Response

The Coordinator Community Projects advised that he had met with Belmont Sister City Association (BSCA) Committee members twice outside of the formal Committee meetings and both meetings were positive, cooperative and friendly engagements. A commitment from the BSCA to the City to collaborate on the 2017 delegation has been provided.

2. Could an explanation on why the chaperone is not flying back to Perth with the delegation be provided?

Response

The City approached Belmont City College (BCC) to see if an appropriate chaperone would be available, as it was thought that the best option would be to have a chaperone with a background in youth who would possess the appropriate skills, qualifications and child protection clearances. Both the Japanese Teacher and the Japanese Teaching Assistant from BCC were considered. Officers deliberated and decided that Tomoko Nagano, the Japanese Teaching Assistant was the most appropriate person as she is Japanese, speaks the language and she is able to attend all of the Sunday preparation sessions with the students. However, as she is moving a personal holiday in Japan to participate in the delegation, it was requested that she be able to stay on in Japan after the Sister City delegation concluded. This request was considered and agreed to by Officers.

The Tour Leader (Coordinator Community Projects) will be in charge of the delegation for the entirety of the trip. The chaperone's role is to look after the wellbeing of the students. The flight back to Perth will be supervised by the Tour Leader, and if required the Councillor Representative. It was considered that two adults supervising the delegation, with the support of airline and airport staff if required in the event of an emergency, would be appropriate in these circumstances. It was also noted that staff from Adachi accompany the delegation to the airport.

The City and BSCA will be clearly explaining the requirements of the chaperone position, and the Coordinator Community Projects will play a substantive role in the organisation of the delegation and will liaise with the chaperone directly to develop a shared plan for the delegation.

Item 8 Continued

3. Could an update on the relationship with the BSCA Committee be provided?

Response

The BSCA Committee has been working with the City and providing valuable information and advice on requirements for speeches and preparation.

Members of the Committee have indicated a willingness to partner with the City going forward.

Officers have met with Committee members twice outside of formal Committee meetings and have advised BSCA to develop a proposal for the City to consider. More will be known after the BSCA Annual General Meeting.

The City does not provide funds to the BSCA since the cessation of the Memorandum of Understanding (MOU) on 30 June 2016; however the City is still providing office space and paying bills associated with the office space directly. The City also pays directly all operational costs for the program. This will continue until the BSCA advises the City of a change in circumstance or if this is no longer required. The City has not requested that the BSCA vacate this space. BSCA was responsible for acquitting the MOU funds to the City, but any further monies raised through fundraising or other means was not reported to the City.

Officers have clarified to the BSCA Committee that the MOU monies were provided to cover all operational program activities and expenses.

Cr Powell advised that she would liaise with Officers to provide a report to the next BSCA Committee meeting.

The Manager Community Development advised that a Sister City update would be provided at the next Standing Committee (Community Vision) meeting.

8.31pm The Coordinator Community Projects departed the meeting and did not return.

11. ITEMS REQUIRING RECOMMENDATION TO COUNCIL

11.1 2016 COMMUNITY SERVICE AWARDS

SOCIAL BELMONT

ATTACHMENT DETAILS

<u>Attachment No</u>	<u>Details</u>
Attachment 1 – Item 11.1 refers	Community Service Awards – List of Previous Recipients
Confidential Attachment 1 – Item 11.1 refers	2016 Community Service Awards Nominations
Confidential Attachment 2 – Item 11.1 refers	2016 Community Service Awards Recommended Winners
Confidential Tabled Attachment 2 – Item 11.1 refers	2016 Community Service Awards Presentation

Voting Requirement	:	Simple Majority
Subject Index	:	52/013
Location/Property Index	:	N/A
Application Index	:	N/A
Disclosure of any Interest	:	N/A
Previous Items	:	28 July 2015 Ordinary Council Meeting Item 10.2 13 July 2015 Standing Committee (Community Vision) Item 11.1
Applicant	:	City of Belmont
Owner	:	City of Belmont
Responsible Division	:	Community and Statutory Services

COUNCIL ROLE

- Advocacy** *When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.*
- Executive** *The substantial direction setting and oversight role of the Council eg adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.*
- Legislative** *Includes adopting local laws, local planning schemes and policies.*
- Review** *When Council reviews decisions made by Officers.*
- Quasi-Judicial** *When Council determines an application/matter that directly affect a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of quasi-judicial authority include local planning applications, building licences, applications for other permits/licences (eg under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.*

Item 11.1 Continued

PURPOSE OF REPORT

To receive the nominations for the 2016 Community Service Awards and for Standing Community (Community Vision) to endorse the selection panel's choice of recipients.

SUMMARY AND KEY ISSUES

Standing Community (Community Vision) consideration of nominations for the 2016 Community Service Awards.

LOCATION

N/A

CONSULTATION

There has been no specific consultation undertaken in respect to this matter.

STRATEGIC COMMUNITY PLAN IMPLICATIONS

In accordance with the Strategic Community Plan Key Result Area: Social Belmont.

Objective: Develop community capacity and self reliance.

Strategy: Council to adopt a 'whole of community' inclusive approach emphasizing the intrinsic value of committing time and resources to relationship building amongst council and the community.

POLICY IMPLICATIONS

There are no significant policy implications evident at this time.

STATUTORY ENVIRONMENT

There are no specific statutory requirements in respect to this matter.

BACKGROUND

The Community Service Award was initiated in 1977 to recognise and acknowledge services performed by community members/organisations, with five people receiving the inaugural Award. From 1977 to 2015, there have been 95 awards presented with four recipients receiving the Award twice.

The majority of the Awards have been presented to individuals with only two organisations receiving the Award, those being Nulsen Haven (1982) and Belmont Community Food Centre (2000).

Item 11.1 Continued

The following Award categories have been defined to include people working in the separate areas of:

- **Aged** - This category applies to an individual/community group who contributes within the aged sector ie: pensioner groups, activities and services for seniors.
- **Community Service** - This category applies to an individual/community group who contributes within community ie: emergency service volunteer, support personnel, religious organisations, culturally diverse communities, charity groups, schools.
- **People Who Make a Difference** - This category applies to an individual/community group who has made an exceptional impact, by going above and beyond their duties and making a significant difference in their local community by assisting another or others.
- **Sport and Recreation (Including Arts and Culture)** - This category applies to an individual/community group who contributes to organisations such as sporting and recreational clubs as well as arts and culture clubs and organisations.
- **Youth** - This category applies to an individual/community group who supports organisations such as girl guides, scouts, youth clubs, youth centre(s), schools etc.

The Awards are intended to acknowledge the outstanding service given to the community by individual persons and community groups using the following selection criteria:

1. The contribution made should be of benefit to the citizens of the City of Belmont (must have provided services to the residents of the City of Belmont).
2. Remuneration of an incidental nature will not exclude a nominee from eligibility.
3. Nominations can be made in more than one category for any one nominee. Each nomination has to be specific to the category for which the nomination has been submitted.

OFFICER COMMENT

The 2016 Community Service Awards were conducted using the selection criteria as resolved by the Council at its 28 July 2015 Ordinary Council Meeting.

The Selection Panel comprised of the Mayor, the Presiding Member of the Standing Committee (Community Vision), the Chief Executive Officer (CEO), Director Community and Statutory Services and Manager Community Development.

A total of 12 individual and one community group nominations were received.

Copies of the nominations received are provided under [Confidential Attachment 1](#).

A list of previous recipients of Community Service Awards is provided under [Attachment 1](#).

The Selection Panel's recommendation for the 2016 Community Service Awards is provided under [Confidential Attachment 2](#).

Item 11.1 Continued

FINANCIAL IMPLICATIONS

There are no significant financial implications evident at this time.

ENVIRONMENTAL IMPLICATIONS

There are no environmental implications at this time.

SOCIAL IMPLICATIONS

The Community Service Awards recognise those who assist and develop community capacity and support community groups within the City of Belmont.

Committee Notes

The Manager Community Development provided a presentation which included the following:

- Nominations
- Selection Panel
- Officer Recommendation

8.32pm The A/Chief Executive Officer departed the meeting.

8.35pm The A/Chief Executive Officer returned to the meeting.

(Refer [Confidential Tabled Attachment 2](#) for further information).

A series of questions were asked and responded to as follows:

- Winners from previous years have set a really high bar for the Community Services Awards and Selection Panel does not want to lower the bar.
- Length of service is carefully considered.
- One of the 2015 Award Winners, Abdi Risak Ali was a truly exceptional candidate who at just 19 years old had come from a refugee camp and had years of mentoring experience as well as completing a Masters in Engineering.
- The Selection Panel carefully weighs up quality versus quantity.
- In the past, those who have nominated candidates who have not been successful have not been notified due to the long lead time between the nomination period and the announcement of winners at the Civic Dinner in December.

Item 11.1 Continued

- The Manager Community Development will consider writing to all those who submitted nominations thanking them for their nomination, letting the nominators know that the City appreciates the time taken to put together the nomination, advising that nominations are being assessed and that winners are to be announced at the Civic Dinner in December.
- 13 nominations were received in total.

OFFICER RECOMMENDATION

MARKS MOVED, RYAN SECONDED,

That:

- 1. The Standing Committee (Community Vision) endorse the recipients nominated by the Selection Panel as detailed in [Confidential Attachment 2](#) and agree for those to be presented to the 27 September 2016 Ordinary Council Meeting.***
- 2. The recommendation by the Standing Committee (Community Vision) on the recipients of the 2016 Community Service Awards remain confidential until the Annual Civic Dinner to be held on Saturday, 3 December 2016.***

CARRIED 4 VOTES TO 0

11.2 TERMS OF REFERENCE FOR STANDING COMMITTEE (COMMUNITY VISION)

BUSINESS EXCELLENCE BELMONT

ATTACHMENT DETAILS

<u>Attachment No</u>	<u>Details</u>
Attachment 2 – Item 11.2 refers	Revised Terms of Reference – Standing Committee (Community Vision)

Voting Requirement	:	Simple Majority
Subject Index	:	154/007 – Standing Committees
Location/Property Index	:	N/A
Application Index	:	N/A
Disclosure of any Interest	:	Nil
Previous Items	:	N/A
Applicant	:	N/A
Owner	:	N/A
Responsible Division	:	Corporate and Governance

COUNCIL ROLE

- Advocacy** *When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.*
- Executive** *The substantial direction setting and oversight role of the Council eg adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.*
- Legislative** *Includes adopting local laws, local planning schemes and policies.*
- Review** *When Council reviews decisions made by Officers.*
- Quasi-Judicial** *When Council determines an application/matter that directly affect a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of quasi-judicial authority include local planning applications, building licences, applications for other permits/licences (eg under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.*

PURPOSE OF REPORT

To present revised Terms of Reference for the Standing Committee (Community Vision) (refer [Attachment 2](#)) to Council for endorsement.

Item 11.2 Continued

SUMMARY AND KEY ISSUES

To revise and update the Terms of Reference for the Standing Committee (Community Vision).

LOCATION

N/A

CONSULTATION

There has been no specific consultation undertaken in respect to this matter.

STRATEGIC COMMUNITY PLAN IMPLICATIONS

In accordance with the Strategic Community Plan Key Result Area: Business Excellence Belmont.

Objective: Achieve excellence in the management and operation of the local government.

Strategy: Ensure decision making is supported by effective information and knowledge management.

POLICY IMPLICATIONS

There are no significant policy implications evident at this time.

STATUTORY ENVIRONMENT

There are no specific statutory requirements in respect to this matter.

BACKGROUND

The City of Belmont's Standing Committee (Community Vision) first met on 27 July 2010, as the Standing Committee (Community Capacity) and continues today. The original Terms of Reference for the Standing Committee (Community Capacity) were:

"To examine, consider and recommend to Council on matters of strategic importance and relevance to the City of Belmont that relate to Community Development (now referred to as Community Capacity Building).

The Committee will act as a catalyst for social change that is driven by the community and designed to foster resilience and sustainability.

Item 11.2 Continued

Through the Community Capacity Committee, Council's Community Development Department works with State Government and community organisations to identify opportunities to assist the community to develop services and structures to produce long term, sustainable improvements to enhance the quality of life of its community, taking into account the following areas:

Library Services, Leisure, Arts & Culture, Youth & Family Services, Community Wellbeing Crime Prevention, Seniors Services, Disability Access & Inclusion, Aboriginal Strategies Cultural and Linguistic Diversity (CALD) strategies, Affordable Housing Strategies, Community Capacity Building Strategies."

The current Standing Committee (Community Vison) Terms of Reference are:

"To examine, consider and recommend to Council on matters of strategic importance and relevance to the City of Belmont that relate to Community Development, Community Lifestyle and Learning and Community Safety and Crime Prevention (formerly referred to as Community Capacity Building).

The Committee will act as a catalyst for social change that is driven by the community and designed to foster resilience and sustainability.

Through the Community Vision Committee, Council's Community Development, Community Lifestyle and Learning and Community Safety and Crime Prevention Departments work with State Government and community organisations to identify opportunities to assist the community to develop services and structures to produce long term, sustainable improvements to enhance the quality of life of its community, taking into account the following areas:

Community Development, Library and Heritage services, Youth and Family Services, Early Years, Community Wellbeing, Crime Prevention, Seniors Services, Disability Access and Inclusion, Aboriginal Strategies Cultural and Linguistic Diversity (CALD) Strategies, Affordable Housing Services, Community Capacity Building Strategies."

The revised Standing Committee (Community Vision) Terms of Reference are included in [Attachment 2](#).

Terms of Reference for all City of Belmont Standing Committees are currently being reviewed and updated to ensure consistency.

A revision to the Standing Committee (Community Vision) Terms of Reference is pertinent to ensure consistency with the Terms of Reference of all City of Belmont Standing Committees and to provide clear guidance on the purpose and objectives of the Standing Committee (Community Vision).

Item 11.2 Continued

OFFICER COMMENT

The revised Terms of Reference provide clear guidance on the purpose and objectives of the Standing Committee (Community Vision) and the duties and responsibilities of Committee members.

The content has been significantly expanded from the current Terms of Reference, however it does not substantively change the current role performed by the Committee.

The key inclusions to the Terms of Reference are:

- The description of the Committee as a formally appointed Committee of Council and the subsequent legislative role of the Committee.
- The Duties and Responsibilities section which outlines the scope and expectations of the Committee.
- Guidelines on Committee membership, staff, invitees/attendees and meeting frequency.

These aspects have been included in the revised Terms of Reference to formalise what is currently undertaken by the Standing Committee (Community Vision).

FINANCIAL IMPLICATIONS

There are no financial implications at this time.

ENVIRONMENTAL IMPLICATIONS

There are no environmental implications at this time.

SOCIAL IMPLICATIONS

The primary objective of the Standing Committee (Community Vision) is to act as a catalyst for social change that is driven by the community and designed to foster resilience and sustainability as outlined in the revised Terms of Reference.

The added Duties and Responsibilities section of the revised Terms of Reference reflects the important role of Committee members in communicating Council social policies, strategies and plans to the community.

OFFICER RECOMMENDATION

MARKS MOVED, ROSSI SECONDED,

That Council endorse the revised Terms of Reference for the Standing Committee (Community Vision) (refer [Attachment 2](#)).

CARRIED 4 VOTES TO 0

12. NEXT MEETING

The next meeting of the Standing Committee (Community Vision) will be held on Monday 7 November 2016 commencing at 6.30pm.

13. CLOSURE

There being no further business the Presiding Member thanked everyone for their attendance and closed the meeting at 8.54pm.

MINUTES CONFIRMATION CERTIFICATION

The undersigned certifies that these minutes of the Standing Committee (Community Vision) Meeting held 5 September 2016 were confirmed as a true and accurate record at the Standing Committee Meeting held 7 November 2016.

Signed by the Person Presiding: Janet Powell

PRINT name of the Person Presiding: Janet Powell
