



northern  
beaches  
council

**Community & Belonging**  
Strategic Reference Group

# MINUTES

## **COMMUNITY AND BELONGING STRATEGIC REFERENCE GROUP**

held in the Councillors Room, Manly Town Hall on

**WEDNESDAY 12 FEBRUARY 2020**

**Minutes of the Community and Belonging  
Strategic Reference Group  
held on Wednesday 12 February 2020  
in the Councillors Room, Manly Town Hall  
Commencing at 6:05pm**

**ATTENDANCE:**

**Committee Members**

Cr Kylie Ferguson (Chair)	
Cr Candy Bingham	
Cr Sarah Grattan ( <i>arrived 6:39 pm</i> )	
Tamzin Lee ( <i>arrived 6:14pm</i> )	Community Representative, Arts, Culture and Youth
Roslyn Marsh	Avalon Preservation Association, Arts and Culture
Simon Moriarty	Community Representative, Curl Curl Ward
Michelle Povah	Northern Beaches Child and Family Interagency
Diane Robbins	Lifeline Representative
Julie Williams	Community Representative - Narrabeen Ward
Samuel Wilkins ( <i>arrived 6:21 pm</i> )	Community Representative - Forest Ward, Youth, Arts and Culture
Maria-Elena Chidzey	Community Northern Beaches Inc. (CNB), Multi-Cultural
Cathy Hockey	Community Representative, Disability
Dan Giles	Easylink
Margaret Shonk	Community representative - Manly Ward, Mental Health
Justene Gordon	Burdekin Association

**Council Officer Contacts**

Melissa Messina	Acting Director Community and Belonging
Kylie Walshe	Executive Manager Community, Arts and Culture
Rosemary Nettleship	Manager Family Day Care
Damian Ham	Manager Open Space and Recreation Planning
Natalie Watson	Volunteer Coordinator
Will Wrathall	Team Leader Community Development
Jeremy Smith	Community Development Officer
Leanne Martin	Community Safety Coordinator
Ximena Von Oven	Governance Officer

## 1.0 ACKNOWLEDGEMENT OF COUNTRY

Cr Ferguson acknowledged the traditional custodians of the land on which the meeting gathered, and paid respect to Elders past and present.

## 2.0 APOLOGIES

### APOLOGY

#### *Adopted Unanimously*

Apologies were received from Cr Philpott, Dianne Robbins and Julie Williams.

## 3.0 DECLARATION OF PECUNIARY AND CONFLICTS OF INTEREST

There were no declarations of pecuniary or non-pecuniary conflicts of interest.

## 4.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

### 4.1 MINUTES OF COMMUNITY AND BELONGING STRATEGIC REFERENCE GROUP MEETING HELD 30 OCTOBER 2019

#### *Cr Bingham / Cr Ferguson*

That the Minutes of the Community and Belonging Strategic Reference Group meeting held 30 October 2019, copies of which were previously circulated to all Members, are hereby confirmed as a true and correct record of the proceedings of that meeting.

## 5.0 UPDATE ON ACTIONS FROM LAST MEETING

Nil

## 6.0 AGENDA ITEMS

### 6.1 CHILDREN'S SERVICES STRATEGY

#### DISCUSSION

M Messina, Acting Director of Community and Belonging and Rosemary Nettleship, Manager Family Day Care provided a presentation in relation to this item. The following points were highlighted:

- Quality affordable childcare services that support families and children is a priority for Northern Beaches Council.
- Local Government plays a key role in supporting low income, disadvantage or vulnerable families in the community. It also plays a key role in meeting the needs of children with additional needs.
- A Children's Services Strategy has been developed in order to plan for the future needs of children and guide the delivery of education and care services for children and families in the community.
- In order to design the Children's Services Strategy, consultation was undertaken by Urbis. A

range of different stakeholders provided feedback.

- Engagement activities included Councillor and management team workshops, focus groups, surveys to children's services customers, phone surveys and research regarding children's services offered by other Councils.
- Feedback included the need for more vacation care and long day care, more services in the north of the Northern Beaches, flexible delivery and innovative programming.
- The 4-year Strategy includes focus areas, each with specific actions that will be achieved over this period.

#### Next Steps

- Review the 32 submissions received, update the strategy and present the updated strategy to Council for adoption.

The number of vacancies and hours of operation at the centres and vacation care were discussed. The rationale for Council's role in the provision of children's services was also discussed, focusing on the role of Council supporting the more vulnerable and disadvantaged people in the community and providing choice. Comments made also noted that the Strategy focuses on Council provided children's services and discussion on how Council could work with non-Council service providers. Council welcomes the possibility to work with the private sector in order to share knowledge.

*NOTE 1 T Lee arrived at 6:14pm*

*NOTE 2 S Wilkins arrived at 6:21pm*

SRG members were invited to provide further feedback about the Children's Services Strategy.

#### **RECOMMENDATION**

That the Community and Belonging Strategic Reference Group note the presentation of the draft Children's Services Strategy.

## **6.2 OPEN SPACE AND RECREATION STRATEGY - OVERVIEW**

### **DISCUSSION**

Damian Ham, Manager Open Space and Recreation Planning provided a presentation on this item. The following points were discussed:

- The Open Space and Recreation Strategy (the Strategy) is a 15-year strategy.
- The Strategy will guide the development and management of Northern Beaches open spaces and outdoor recreation facilities.
- Action Plans that highlight specific commitments will be developed and reviewed every 5 years.
- Key themes of the Strategy are parks, playgrounds, beaches, tracks and trails and recreational use of bushland areas.
- The Strategy will integrate with Council's strategies and plans, including the Community Strategic Plan, Arts and Creativity Strategy, Destination Management Plan and Environment and Climate Change Strategy.

Discussion arose and members discussed ideas to improve access to recreational spaces. A question regarding community consultation and the use of the "Have Your Say" page was raised.

In response, it was stated that Council takes into consideration all feedback received by community members when undertaking projects. SRG members also highlighted that alternative mechanisms should be used to engage people with disability.

Some suggestions for improvements to open spaces were dancing lessons, chess and backgammon tables in the parks for seniors.

### Consultation

- Social Pinpoint closes on 16 February
- Off Road Cycling Survey closes on 16 February
- A targeted consultation and a telephone survey will be undertaken.
- Cultural, recreation, community and environment groups, senior and disability groups, beach user groups and internal Council stakeholders will be consulted.

### Next Steps

- Complete Consultation Stage
- Analyse Submissions
- Develop the Draft Strategy and Action Plan
- Public Exhibition of the Strategy and Action Plan
- Present the Strategy and Action Plan to Council for adoption

*NOTE C Grattan arrived at 6:39pm*

## **RECOMMENDATION**

That the Community and Belonging Strategic Reference Group note the status of the Open Space and Recreation Strategy project.

## **6.3 VOLUNTEER POLICY**

### **DISCUSSION**

N Watson, Volunteer Coordinator provided a presentation in relation to this topic. The following points were highlighted:

- The Volunteer Policy outlines Council's philosophy, roles and responsibilities regarding volunteer involvement.
- Council has over 900 volunteers working in 12 Council services across the Northern Beaches.
- An Integrated Volunteer Management Framework is being developed to ensure that Council volunteers are managed effectively and consistently across Council.
- The framework aligns with best practice standards as outlined by Volunteering Australia in the National Standards for Volunteer Involvement.
- The Integrated Volunteer Management Framework consists of 3 key components:

- Volunteer Policy
- Procedures for Recruiting, Inducting, Managing and Exiting Volunteers
- Volunteer Database Software System
- Roles and Responsibilities of Volunteering
- Principles embodied in the management of volunteers

Next Steps

- Consultation with SRG members and supervisors of volunteers within Council
- Volunteer Policy is drafted – March 2020

SRG members participated in a workshop about the philosophy on volunteering. The following question was raised for discussion: *What are the benefits of volunteering for the individual, Council and Northern Beaches community?*

Individual	Council	Community
Decrease social isolation	Collaboration and partnerships	A sense of feeling part of a community, a joint project
Feel part of the community, a sense of belonging	Cost effective	Giving back
Meet new people	Shared skills	Community resilience
Skills building	Opportunities	Joining people together
Vocation skills	Extended budgets and services ("more with less")	Breaking down barriers
Personal satisfaction	Staff retention and engagement	Capacity building
Supporting and enabling personal passions	Capacity building	Creates an awareness and promotion of other community groups and projects
Motivating	Sustainability	Educates
A sense of ownership	Council focus being "with" the community, rather than "for"	Benefits to the natural environment
Positive mental health		Skills sharing
Networking opportunities		Networking

The SRG discussed the idea of a central volunteer hub and volunteering information on Council's website - <https://www.northernbeaches.nsw.gov.au/things-to-do/volunteering>.

The process of volunteer applications was discussed, including the telephone interview where candidates are asked about their interests. Skills and previous experience are taken into consideration when offering roles to volunteers.

It was highlighted that Council should run workshops for organisations that provide volunteer services in order to share expertise and the volunteering programs on offer by Council.

SRG members believe that volunteers should be acknowledged.

## RECOMMENDATION

That the Community and Belonging Strategic Reference Group note the information provided and provide advice on key themes and inclusions for the Volunteer Policy.

### 6.4 BIG IDEAS FORUM

#### DISCUSSION

W Wrathall, Team Leader Community Development and J Smith, Community Development Officer, provided a presentation on this topic.

The following points were discussed:

- Big Ideas Forum (the forum) is a quarterly forum ran by the Community Development Team.
  - The forum was established in March 2019 and since then different forums have been held. Topics included “Why Neighbourhoods Matter”, “Mental Health”, “The Ageing Revolution”
  - This forum provides opportunity to local groups and services to promote themselves and provide information on what they do. Council partners with local services and artists to present at the event.
  - Community members are encouraged to provide suggestions for future topics via Council’s website and in person via the event feedback
- <https://glenstreet.com.au/whats-on/big-ideas-forum-why-art-matters>
- The topics for Big Ideas Forums are determined through the identification of social issues and available speakers and working with groups and services.

Suggestions by SRG members included scheduling the events on nights other than Wednesdays and in different venues across the Northern Beaches. It was highlighted that this was a great program, one of the best things Council has organised for the community

The group participated in workshop regarding topics for consideration for the next 2020/21 Forums. Options considered were: technology (intergenerational debate), environment and sustainability, free speech and democracy, religion and ethics and housing and homelessness.

A pamphlet for the next Big Ideas Forum to be held on 4 March was circulated to the group.

#### RECOMMENDATION

That the Community and Belonging Strategic Reference Group receive and note the information and provide input regarding future forums and opportunities.

### 6.5 COMMUNITY SAFETY PLAN - RESULTS FROM SURVEYS

#### DISCUSSION

L Martin, Community Safety Coordinator provided a presentation on this item. The following points were raised:

- Strategic Framework of the Community Safety Plan (the Plan)

- Purpose of the Plan
- Community Surveys and Online Surveys were undertaken in order to get perceptions of what safety means to community members. Results were presented to the group.

A pamphlet regarding the “Street Prevention Program” was distributed to the group.

## RECOMMENDATION

That the Community and Belonging Strategic Reference Group receive and note the information.

## 7.0 GENERAL BUSINESS

- SRG member provided feedback about the new Community Centre Rates
- SRG member requested an update in relation to the Creative Space in Avalon and Mona Vale

## SUMMARY OF ACTIONS

ITEM NO.	ACTION	RESPONSIBLE OFFICER	DUE DATE
	Update in relation to the Creative Space in Avalon and Mona Vale	Josephine Bennett	Future SRG meeting

*The meeting concluded at 8:10pm*

This is the final page of the Minutes comprising 8 pages numbered 1 to 8 of the Community and Belonging Strategic Reference Group meeting held on Wednesday 12 February 2020 and confirmed on Wednesday 13 May 2020