



northern
beaches
council

Partnership and Participation
Strategic Reference Group

MINUTES

PARTNERSHIP AND PARTICIPATION STRATEGIC REFERENCE GROUP

held in the Guringai Room, Civic Centre, Dee Why on

WEDNESDAY 5 FEBRUARY 2020

Minutes of the Partnership and Participation

Strategic Reference Group

held on Wednesday 5 February 2020

in the Guringai Room, Civic Centre, Dee Why

Commencing at 6:00pm

ATTENDANCE:

Committee Members

Cr Sue Heins (Chair)	
Mayor Michael Regan	
Cr Kylie Ferguson	
Cr Penny Philpott	
Tony Hilliger	Surf Life Saving Sydney Northern Beaches Inc
Ina Vukic	Northside Enterprise
Antony Biasi	
John Buggy	Belrose Open Space Corridor Association
Denice Smith	
Craig Susans	
Caroline Glass-Pattison	First Nations
Myriam Conrie	
Chris Fulton	
Hannah Jamieson	
David Hope	
Jane Meccelli	

Council Officer Contacts

Melanie Gurney	Executive Manager Library Services
Andrew Grocott	Manager Community Engagement
Tamara Lukic	Governance Officer

Note:

The Chair welcome to newly elected members Jane Meccelli, David Hope and Tony Hilliger who is replacing Steve McInnes on behalf of Surf Life Saving Sydney Northern Beaches Inc.

1.0 APOLOGIES

Apologies were received from Cr Regan and Chris Fulton.

2.0 DECLARATION OF PECUNIARY AND CONFLICTS OF INTEREST

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

3.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

3.1 MINUTES OF PARTNERSHIP AND PARTICIPATION STRATEGIC REFERENCE GROUP MEETING HELD 23 OCTOBER 2019

T Biasi /H Jamieson

That the Minutes of the Partnership and Participation Strategic Reference Group meeting held 23 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.

4.0 UPDATE ON ACTIONS FROM LAST MEETING

MEETING DATE	ACTION	STATUS
23 Oct 2019	M Gurney to follow up on question about the existence of a litter bin policy and replacement of litter bins on Pittwater Road, Sturdee Parade and Oaks Avenue in Dee Why CBD.	Completed – No further action
23 Oct 2019	Members to email Josephine Bennett, Manager, Arts & Culture if they are able to assist with Cultural mapping by providing information about creative venues, events or organisations in the Northern Beaches.	Completed – No further action
23 Oct 2019	Members to email feedback to Nicole Silburn, Tourism Coordinator about ways to engage the community in the development of the Destination Management Plan (DMP).	Completed – No further action
23 Oct 2019	A Grocott to include the item Community Engagement Journey in the agenda of a future meeting.	Open- Pending
23 Oct 2019	The February meeting agenda include an item review on the Partnership and Participation SRG's purpose and on the contributions.	Completed – No further action
23 Oct 2019	M Gurney to follow up on an enquiry about footpath widening in Dee Why.	Completed– No further action

6.0 AGENDA ITEMS

6.1 STREET PERFORMANCE (BUSKING) POLICY – COMMUNITY ENGAGEMENT UPDATE

Z Johnson provided the group with an update. A copy of the presentation is included in the minutes at Attachment 1.

OVERVIEW OF UPDATE

The following information was provided to the group:

- A new busking policy is being created to harmonise the approaches of three former councils.
- Prior to implementing the policy, the following activities undertaken:
 - intercept Survey
 - performer online survey
 - staff workshop
 - external workshop.
- The following key points were identified from the surveys and workshops:
 - the current street performance standard is uneven
 - repeat performers, repetitious sets and excessive amplification are issues in Manly Corso
 - the current process, guidelines and costs create significant barrier to performers.

Items Discussed

The group discussed the following:

- beginners to be moved to other areas outside of the primary location, and be on rotation
- permits to Manly Corso to require that performers play in various locations on a number of occasions before they are given permission to play on Manly Corso.
- resourcing and support from Council needed e.g. creating pathways for young people and possibly working with schools to develop young performers.

6.2 VOLUNTEER POLICY

OVERVIEW OF UPDATE

N Watson provided an update on this item. A copy of the presentation provided to the group was distributed with the Agenda.

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 community.
- 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

The Volunteer Database Software System will build and create an overarching database for consistency.

The Procedures will be developed in accordance with the National Standards for Volunteer Involvement and in consultation with internal staff volunteer supervisors.

Procedures will include four components:

1. Recruitment and registration
2. Induction
3. Ongoing management and retention
4. Exiting volunteers.

Next Steps:

- Consultation with SRG members and the volunteer staff supervisor working party.
- Volunteer Policy is drafted – March 2020.
- Volunteer Policy presented to Council March/April 2020.
- Public Exhibition of the Volunteer Policy.
- Final Policy presented to Council for adoption.

Items Discussed

A number of procedures have already been implemented such as: the entry form, description of the roles, induction process and medical forms.

QUESTION: When the new framework is introduced, will the current volunteers have to re-register and sign the new contract?

ANSWER: When the new framework and the document management system is implemented, volunteers will be asked to re-register for their positions which will be based on the role and not individuals.

QUESTION: How will Council manage the communication between the volunteers?

ANSWER: Volunteer Database System will allow for that information on volunteers to be easily stored and accessed.

The group participated in a workshop and was asked to answer the following question: What are the benefits of volunteering for the individual, Council and Northern Beaches community?

Individual	Council	Community
Upskilling	Money saved	A sense of feeling part of a community, a joint project
Support	Access to a diverse workforce	Added value
Sense of contribution for community	Meets outcomes	Socialising
Keeping active	Engagement	Tolerance
Learn from a diverse team	Community understanding of what Council does	Positive health outcomes
Personal satisfaction	Brings community closer	Builds community and brings people together
Mental health	Brings passion and compassion	Informs the community
Having a valued role		Creative connections
Friendship		Emergency recovery

The group also discussed the need for more innovative ways of creating opportunities for Council to recognise volunteers' work.

It was also agreed that locals that , who do it out of their good will should be given 'local legend award'

ACTION

That the draft Policy be presented to members at the May 2020 meeting.

6.3 SUGGESTED REVIEW OF PURPOSE AND PRACTICE

OVERVIEW OF UPDATE

J Buggy provided an update on this item. A copy of the letter provided to the group was distributed with the Agenda.

The following was discussed:

- The importance of understanding what constitutes a community group so that the Council is less likely to be caught up in responding to “squeaky wheels”. What do we mean by community? What criteria are used when distinguishing between groups?
- The importance of looking not only at the way Council informs the community but also at how the Council enables the community to initiate communication with it and recommend action.
- The role of the SRG and how it should provide the best input is at times unclear.
- The purpose and practice of the group should relate to what the Council is trying to achieve strategically. This should be the priority over any member’s other role in representing the particular interests of one community group or personal issues.
- Presentations are not always clear on what the issues are. To assist this, the presenter is to clarify and start/end the presentation by clarifying the issues associated with the topic, where it fits in strategically, and why it needs our attention.
- The presenter should clearly identify what the SRG group is being asked to do, e.g. listen and be informed, or provide input into decisions yet to be made, or comment on a strategic direction already taken.
- Information outlined in the agenda should not be presented again at the meetings in the same way. Assuming that information is read, it should allow additional time for discussion.
- A method of commenting, asking questions and seeking further clarification could possibly be managed through Governance prior to the meeting, giving the presenter an opportunity to respond to questions about the topic.
- We need to improve on how to better document/record outcomes of the group discussions in order to measure the group’s contribution and the value of their input.

ACTION

That the suggested purpose and practice review proposals be shared among other Strategic Reference Groups.

7.0 GENERAL BUSINESS

Nil

SUMMARY OF ACTIONS

ITEM NO.	ACTION	RESPONSIBLE OFFICER	DUE DATE
6.1	Draft policy to be presented to the SRG at the 6 May 2020 meeting	N Watson	May 2020
6.2	Proposals on more effective input and contribution to be shared with other SRG'	M Gurney /C Heins	Ongoing

The meeting concluded at 20:20pm

This is the final page of the Minutes comprising 8 pages numbered 1 to 8 of the Partnership and Participation Strategic Reference Group meeting held on Wednesday 5 February 2020 and confirmed on Wednesday 6 May 2020.



Street performance

Partnership and participation
Strategic Reference Group
5 February 2020



New policy required

- At present the busking guidelines combine the approaches of three former Councils (inconsistencies in price, location, permit duration)
- By developing a policy we can set the vision for street performance and respond to community aspirations for greater access to culture and music (CSP, Arts and Culture Strategy)
- Because Council plays a regulatory, compliance and development function



Engagement timing

Date	Activities	Output/outcome
Pre October 2019	Research and literature review	Background Paper
October 19 – January 2020	<ul style="list-style-type: none"> - Staff workshop - Intercept surveys - Performer surveys - External workshop 	<ul style="list-style-type: none"> - Identify shared values and pathways to improve street performance - Audience sentiment - Performer sentiment and trends - Scoping issues that should be addressed through the new policy
February – May 2020	<ul style="list-style-type: none"> - Strategic Reference Group meetings - Targeted interviews (City of Sydney) 	<ul style="list-style-type: none"> - Testing engagement findings - Insight into CoS's approach to policy development and subsequent policy
2020	Public exhibition and amendments phase	Broad community input on draft policy

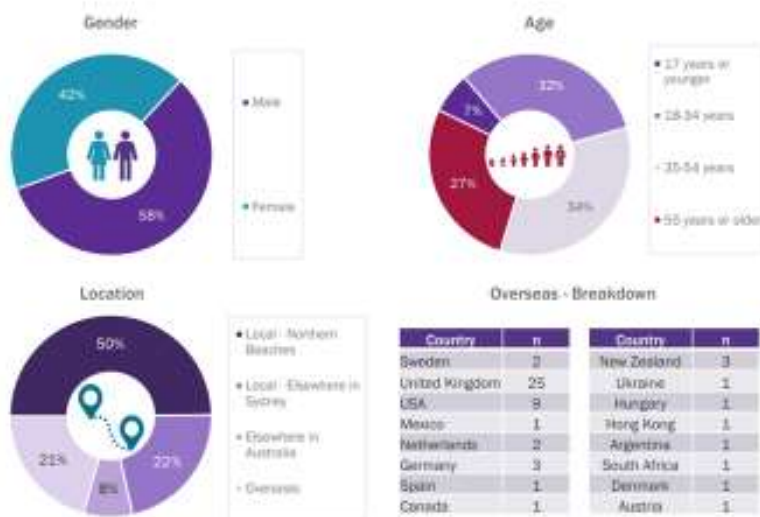
Engagement findings summary - activities up to January 2020

Intercept surveys

Face-to-face surveys
Undertaken November 2019
Lonegan



Who completed surveys? 270 participants



Key findings/directions

- Street performance on the Northern Beaches – particularly in Manly - is well received by audiences
- The majority of respondents think there are too few performers
- There is strong support to grow permitted locations, particularly in Manly town centre and beach fronts
- Talent and quality are perceived as hallmarks of good street performance – but supporting diversity, local and emerging performers is also a high priority



Performer surveys

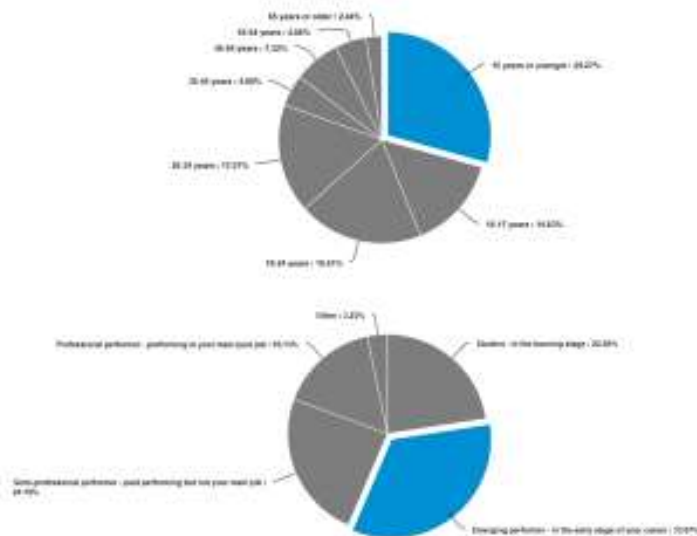
Online surveys

Undertaken December 2019

Designed and distributed by Northern Beaches Council



Who completed surveys?



- Current and previous and prospective performers
- Young people (over half under 24 years)
- 94% from Northern Beaches
- Varied career levels
- Equal numbers had performed at Manly as other Sydney suburbs (30%)



Key findings/directions

- Proximity to home, receptive audiences, and good pedestrian flow attract performers
- Motivations to perform are evenly spread. Earning, self-promotion, connecting with audiences, enhancing the local vibe and practising were all motivators.
- The biggest inhibitors to permit take-up are Council controlled: application permit process (30%) and limits on performance type/location (20%)
- Very high support for increasing permitted locations, especially in Manly town centre (95%) and beachfronts (90%)
- Permit prices perceived to be too high in Manly
- Performers identify talented artists and high quality acts as key elements of good street performance, along with supporting young and local performers



Staff workshop

3 hour workshop

24 October 2019

Place, Tourism, Compliance, Arts and Cultural Development,
Property, Youth Development, Risk, Events, Community
Development, Parks and Recreation, Roads and Transport staff



External workshop

2.5 hour workshop with facilitator

21 January 2020

Targeted invitees from creative sectors, chambers of commerce,
business representatives, current and prospective performers,
music teachers and young performers



Key positions/proposals

- The current street performance standard is uneven
- Repeat performers, repetitious sets and excessive amplification are issues on the Corso
- Current process, guidelines and costs present barriers to performers

No one-size-fits-all approach:

- The Corso ought to be badged as a premier site (with a different management approach to the rest of LGA)
- Transitioning the street performance scene will require support (resources, curation, rangers, education etc.)
- Processes must be streamlined; and guidelines loosened to encourage a variety of performance
- There must be places/pathways/development programs for emerging performers (particularly young but also mature)

