

Community Development

Capacity Building

3.25 RAP Working Group Amendment to Terms of Reference and New Member

File Ref: 6382 – 11/141122
Responsible Officer: Director, Community Development
Disclosure of Interest: Nil
Attachments: 1

Issue

To consider a change to the Terms of Reference for the Reconciliation Action Plan (RAP) Working Group and a proposed new member.

Background

The Department of Local Government (DLG) and Department for Indigenous Affairs (DIA) have encouraged all local governments to develop a Reconciliation Action Plan (RAP), which will address some of the inequities facing Aboriginal and Torres Strait Islander (ATSI) people. This is in accordance with the Council of Australian Governments (COAG) "Closing the Gap" focus.

Council at its meeting of 1 June 2010 Council endorsed the following:

"That Council NOTES the proposed development of a Reconciliation Action Plan 2010-2012 involving community consultation and engagement with the Aboriginal community.

CARRIED UNANIMOUSLY"

Council at its meeting on 5 April 2011 endorsed the need to amend the Terms of Reference to replace "Aboriginal" with "Aboriginal and Torres Strait Islander" to reflect requirements by Reconciliation Australia and to provide broad equity of access for membership of the RAP Working Group.

"That Council:-

- 1. ENDORSES the amendment to the Terms of Reference for the Reconciliation Action Plan 2010-2012 Working Group through replacement of the term "Aboriginal" community with "Aboriginal and Torres Strait Islanders" community; and*
- 2. NOTES the consultation process proposed to occur around NAIDOC Week in May/June 2011.*

CARRIED UNANIMOUSLY"

At its meeting on 28 June 2011, Council endorsed an amendment to the Terms of Reference to increase community members from 10 to 15 and endorsed the names of proposed Working Group members to work with three nominated Elected Members and Administration:

"That Council:-

- 1. NOTES the nineteen nominations from community members for the Reconciliation Action Plan Working Group;*

2. *RESOLVES to amend the Terms of Reference of the Reconciliation Action Plan Working Group to allow up to 15 community representatives and extend their appointment until the Local Government elections in 2013; and*
3. *ENDORSES, under the amended Terms of Reference for the Reconciliation Action Plan Working Group, the appointment of the following ten fifteen community members: Oriel Green, Charmaine Walley, Lois May, Kristy Brittain, Abigail Ware, Paula Hume, Melanie King, James Spurgeon, Wesley Sibosado, Judith Birchall, Tara Hill, Trish Botha, Cetana Colbung, Kadambii Barnao, Scilla Wordsworth.*

CARRIED UNANIMOUSLY"

Detail

Ahead of the recent Ordinary Council Elections Mrs Glynis Monks, an Elected Member representative on the RAP Working Group resigned from Council and, therefore, resigned as a member of the RAP Working Group.

At a special meeting of Council on 25 October 2011 and pursuant to the Local Government Act 1995, Cr Hayden was appointed to the elected member vacancy on the RAP Working Group. Resulting from advice from Governance, it was recommended that the Elected Members and community representatives on the RAP Working Group were not required to cease tenure when the elections took place, (as would normally be the case) as the Working Group had only recently been formed. Therefore, no further changes were made to the membership of the RAP Working Group at this point.

At the meeting of the RAP Working Group on 14 December 2011, a representative presented a proposal that Mrs Glynis Monks be recommended for community membership. This was supported thereby requiring an amendment to the Terms of Reference for the group to increase the number of community members from 15 to 16. **(See Attachment 1).**

Therefore it is recommended that Mrs Glynis Monks be invited to be that community representative.

Consultation

Consultation with the RAP Working Group on the issue was undertaken at its meeting on 14 December 2011, resulting in a unanimous recommendation that the proposal be endorsed by Council.

Comment

Mrs Glynis Monks has a long association with the City of Wanneroo, was a founding member of the RAP working group and contributed throughout the consultation phase. Administration supports this request in view of the proposed nominee having been a past member of the RAP Working Group.

Statutory Compliance

Changes to the Terms of Reference of the RAP Working Group must be endorsed by Council.

Strategic Implications

The proposal accords with the following Outcome Objective of the City's Strategic Plan 2006 – 2021:

“4 Governance

4.2 Improve community engagement”

“4.2.1 Encourage community participation in the decision making process

4.2.1 Optimise opportunities to publicise and promote the Council in a positive way.”

Policy Implications

Nil

Financial Implications

Nil

Voting Requirements

Simple Majority

Recommendation

That Council:

1. **ENDORSES** the recommendation from the Reconciliation Action Plan Working Group to amend the Terms of Reference of the RAP Working Group increasing community membership from 15 to 16 as shown in Attachment 1; and
2. **ENDORSES** Mrs Glynis Monks to be invited to join the RAP Working Group as a community member.

Attachments:

1. ToR 12/6094 Minuted



TERMS OF REFERENCE

Reconciliation Action Plan 2010-2012 Working Group

Amended June 2011 Item CD04-06/11

Name:	Reconciliation Action Plan 2010-2012 Working Group (the RAP Working Group)
Role/Purpose:	To develop draft goals to reflect the Relationships, Respect and Opportunities pillars of the City's Reconciliation Action Plan (RAP) with the aim of long-term and genuine engagement with the Aboriginal and Torres Strait Islander community in Wanneroo.
Aims & Functions:	<p>The Working Group will:</p> <ol style="list-style-type: none"> 1.1 Recommend to Council no less than two short term and two long-term goals for each of the three pillars of the RAP 2010-2012, being Relationships, Respect and Opportunities. 1.2 Broadly consult and communicate the views of the wider Aboriginal and Torres Strait Islander community in Wanneroo on the proposed goals as part of the RAP consultation and engagement process. 1.3 To the best of its ability, ensure objectivity and the best interests of the broader Aboriginal and Torres Strait Islander community in Wanneroo during Working Group discussions. 1.4 Assist Council to identify any issues affecting Aboriginal and Torres Strait Islander community and culture where and when appropriate and the development of strategies relating to these issues.
Membership:	<ol style="list-style-type: none"> 2.1 The Working Group shall consist of the following representation: <ul style="list-style-type: none"> • Up to three Elected Members appointed by Council; • Council Officers (Coordinator Community Links; Community Development Officer, Aboriginal and Torres Strait Islander staff persons); plus • A maximum of fifteen sixteen representatives, preferably Aboriginal and Torres Strait Islander community leaders and including, where possible, Aboriginal and Torres Strait Islander youth. 2.2 Membership shall be for a period of up to two years terminating on the day of the Ordinary Council elections in 2013, with retiring members eligible to re-apply. 2.3 Members must comply with the City's Code of Conduct. 2.4 The Working Group has authority to second individuals from outside of the Working Group, on a voluntary basis, for their expert advice. 2.5 Consideration will not be given to any nomination received from a person who is currently serving as an elected member of a neighbouring council.
Operating procedures:	<ol style="list-style-type: none"> 3.1 Chairperson: <ol style="list-style-type: none"> a) The members of a Working Group are to elect a Chairperson and Deputy Chairperson from amongst themselves at the first meeting of the Group. (For transparency and accountability Council officers should not be appointed to the position of Chairperson and Deputy Chairperson.) b) The Chairperson will preside at all meetings. c) In the absence of the Chairperson, the Deputy Chairperson will assume the chair, and in their absence, a person is to be elected by the Working Group members present to assume the Chair.

	<p>d) The Chairperson is responsible for the proper conduct of the Working Group.</p> <p>3.2 Meetings:</p> <p>a) The Working Group shall meet on a regular basis as determined by the nominated Group members.</p> <p>b) All meeting dates are to be provided in Councillors' Clipboard and in the City of Wanneroo diary.</p> <p>c) A Notice of Meetings including an agenda will be circulated to the Working Group members (including deputy delegates) at least 72 hours prior to each meeting where possible.</p> <p>d) The Chairperson shall ensure that minutes of all meetings are kept and that copies are made available to all Working Group members (including deputy delegates) as soon as is practicable after the meeting. The minutes are to be available for public inspection.</p> <p>e) Copies of all agendas and minutes are to be forwarded electronically through TRIM the City's electronic record keeping system to Governance for filing in the Elected Members' Reading Room.</p> <p>f) All agenda and minute documentation is to be generated through Council's Infocouncil software reporting system.</p> <p>g) A Working Group outcome or recommendation will have effect if it is supported by general consensus of the meeting, or through a vote made by simple majority. A simple majority is the agreement of not less than half of the votes present at the meeting.</p> <p>h) In the event that a vote is taken, all endorsed members of the Working Group will have one vote. The Chairperson will have the casting vote and simple majority will prevail.</p> <p>3.3 Quorum: A meeting can be conducted without a quorum if necessary. However, every endeavour should be made to achieve a quorum or at least to ensure a reasonable spread of representation, particularly in circumstances where recommendations will be made for Council's consideration.</p> <p>3.4 Administration:</p> <p>3.4.1 Administration Support Administration support for the committee will be provided by the City of Wanneroo. That support person will be Community Development Officer – South Zone.</p> <p>3.4.2 Motions on Notice A Working Group member may raise at a meeting any business that the member considers appropriate and which is relevant to the purpose of the Working Group, in the form of a motion, of which 7 days notice has been given in writing to the Administration Officer prior to the compilation of the Agenda for that meeting. An Administration Comment is to be added at the end of Motions on Notice and signed off by the appropriate Director.</p>
Delegated Authority:	<p>4.1 The Working Group has no delegated power and has no authority to implement its recommendations without approval of Council.</p> <p>4.2 The Working Group has no delegated authority to commit Council to the expenditure of monies.</p> <p>4.3 Matters requiring Council consideration will be subject to separate specific reports to Council.</p>

Communication and Events

3.26 2012 Capricorn Festival Sponsorship Request

File Ref:	2855 – 12/4955
Responsible Officer:	Director, Community Development
Disclosure of Interest:	Nil
Attachments:	1

Issue

To consider a request for sponsorship from the 2012 Capricorn Festival (**Attachment 1**).

Background

The 2012 Capricorn Festival will be based at Old Nursery Park, Yanchep and supported by a number of satellite activities in the Yanchep Two Rocks locality. The main event, the Capricorn Fair, will be held on Saturday 10 March 2012 from 3.30pm to 7.30pm.

The event is coordinated by Creating Communities Australia on behalf of the Capricorn Village Joint Venture and the Yanchep Two Rocks Community.

The Festival offers two Silver Sponsorship Packages and has approached the City of Wanneroo to purchase one of these packages for \$6,000.

Detail

The annual Capricorn Festival in Yanchep is a regional event designed to celebrate Yanchep's lifestyle and foster community identity. Each year, as part of its commitment to community development in Yanchep and Two Rocks, the Capricorn Village Joint Venture (CVJV) hosts the Festival in partnership with the Yanchep Two Rocks Community.

The concept of the Capricorn Festival is a multi-venue community event that showcases local produce, music, arts and culture. The inaugural Festival in 2007 and subsequent events in 2008 and 2009 were based at Charnwood Reserve in Two Rocks and aligned with the City of Wanneroo's Two Rocks Summer Concert.

In 2010 the City of Wanneroo did not host a Two Rocks concert so the Festival relocated to Old Nursery Park in Yanchep with satellite activities held at Sun City Country Club and Yanchep National Park. This new venue proved so successful that the decision was made to host all future festivals at Old Nursery Park.

In 2011 Capricorn Festival grew considerably. The program consisted of the Capricorn Fair at Old Nursery Park and satellite activities being held at Yanchep Sports Club, Yanchep Inn and Yanchep National Park. The main event, the Capricorn Fair, was held on Saturday 12 March from 3.30pm – 7.30pm and attracted over 3,500 people and 60 stall holders.

The organisers are offering the following benefits to corporate sponsors:

- Business name listed on event poster, flyer and program (Sponsored by sponsor x);
- 4 promo spots by the MC on the day;
- Sales promotions at the Capricorn Fair;
- Networking opportunity with participating local businesses and community groups;
- Business name included in all print, radio and electronic media; and
- Display of corporate banners.

Consultation

Nil

Comment

There is no dispute that the Capricorn Festival is an admirable example of a community event. However, the City of Wanneroo offers generous Community Grants to non-profit organisations to support events of a similar nature to the Capricorn Festival. Applications for funding would be more appropriate through this avenue than through seeking corporate sponsorship.

Many similar festivals or events are held at various locations throughout the City. Some of these receive financial assistance from the City through the Community Funding Program but none are the recipients of corporate sponsorship.

Corporate Sponsorship is generally reserved for major tourism events, such as the Mindarie Toast to the Coast Festival, or for commercial partnerships such as that with the West Coast Institute of Training's Awards Night. These sponsorship requests are analysed on a return on investment basis, taking into account the reach into various markets that the City might otherwise not access and on connection to significant fields such as tourism and training.

If a precedent is set where Corporate Sponsorship is established as the means for the City to support community based events such as the Capricorn Festival there would be major implications for both the City and for the community. For the City, budget management would be an issue. Once one such request was granted it would be difficult to reject others for events of a similar nature without raising issues of equity. It should be noted that currently the City does not have a budget for Corporate Sponsorships.

For the community, Corporate Sponsorships are not a reliable source of funding. Sponsorship is not philanthropic and assessment of proposals is not based on the worthiness of the event. In basic terms, the benefits offered would not deliver sufficient value compared to other avenues where the City might invest the same amount of money. The Community Funding process offers a broader assessment of the benefits of an event than merely a return against sponsorship dollars. It also allows many requests for funding to be considered at the same time and priorities identified. Where only one proposal is received at a time, these comparisons are not possible.

It should be noted also that the City invests heavily in events across the City including a concert in Two Rocks scheduled for Saturday 11 February, 2012.

It is recommended that the request for Corporate Sponsorship be declined and that the Capricorn Village Joint Venture work with a local community group to submit a request for Community Funding for the 2013 event.

Statutory Compliance

Nil

Strategic Implications

The proposal accords with the following Outcome Objective of the City's Strategic Plan 2006 – 2021:

“2 Social

2.2 *Improve the City's identity and community well-being through arts, culture, leisure and recreation*”

Policy Implications

Nil

Financial Implications

If sponsorship is authorised, monies will need to be reallocated from other budget areas.

Voting Requirements

Simple Majority

Recommendation

That Council DECLINE the request for sponsorship for the 2012 Capricorn Festival and advise that the preferred method for supporting such events is through the City of Wanneroo Community Funding Program.

Attachments:

1. 2012 Capricorn Festival Sponsorship Proposal 12/8075



2012 Capricorn Festival Sponsorship Proposal

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1.0 Introduction

The annual Capricorn Festival in Yanchep is a regional event designed to celebrate Yanchep's lifestyle and foster community identity. Each year, as part of its commitment to community development in Yanchep and Two Rocks, the Capricorn Village Joint Venture (CVJV) hosts the Festival in partnership with the Yanchep Two Rocks Community.

The concept of the Capricorn Festival is a multi-venue community event that showcases local produce, music, arts and culture. The inaugural Festival in 2007 and subsequent events in 2008 and 2009 were based at Charnwood Reserve in Two Rocks and aligned with the City of Wanneroo's Two Rocks Summer Concert.

In 2010 the City of Wanneroo did not host a Two Rocks concert so the Festival relocated to Old Nursery Park in Yanchep with satellite activities held at Sun City Country Club and Yanchep National Park. This new venue proved so successful that the decision was made to host all future festivals at Old Nursery Park.

In 2011 Capricorn Festival grew considerably. The program consisted of the Capricorn Fair at Old Nursery Park and satellite activities being held at Yanchep Sports Club, Yanchep Inn and Yanchep National Park. The main event, the Capricorn Fair, was held on Saturday 12 March from 3.30pm – 7.30pm and attracted over 3,500 people and 60 stall holders. The fair's success is attributable to the high level of community involvement which included the following community groups and local businesses:

- Anjalis Bangle Boutique
- Atlantis Productions – Little Mermaid Theatre
- City of Wanneroo – Community Programs
- City of Wanneroo – Yanchep Community Centre
- Chocolate Drops
- Jumunga Olives
- Madcat Photography
- Oscar and Sons
- Rewind
- Serendipity Art
- Shuhari Karate and Kubudo
- Sun City Artists Association
- Support and input from the Yanchep Two Rocks Tourism Network
- Two Rocks Playgroup
- Two Rocks Primary School P & C
- Two Rocks Fitness
- Two Rocks Volunteer Sea Rescue Group
- Two Rocks Yanchep Residents Association
- Twin Cities FM 89.7 Community Radio
- Yanchep & Districts CWA
- Yanchep Districts Junior Football Club
- Yanchep Garden Centre
- Yanchep Little Athletics Club
- Yanchep National Park Volunteers

- Yanchee Sports Club
- Yanchee Surf Lifesaving Club
- Yanchee Two Rocks Lions Club
- Yanchee Two Rocks Senior Citizens
- Yanchee Two Rocks Recreation Association

The 2011 Capricorn Festival also marked the introduction of an event sponsorship package. Capricorn Village Joint Venture invited expressions of interest from local businesses and corporations interested in sponsoring the Festival. The Community Newspaper Group (CNG) was the first corporate organisation to take up a Silver Sponsorship Package at a cost of \$5,000. This partnership delivered excellent promotional benefits to CNG through the inclusion of 'Sponsored by North Coast Times' on 7000 flyers and other event advertising, the placement of CNG banners on the stage, regular spot promotions by the MC and the attendance of the CNG mascot.

As a result CNG has committed to one of two Silver Sponsorship packages again for the 2012 Festival for an amount of \$6,000.



This sponsorship proposal invites the City of Wanneroo to sponsor the 2012 Capricorn Festival.

2.0 The 2012 Capricorn Festival

The 2012 Capricorn Festival will be based at Old Nursery Park in Yanchep and supported by a number of satellite activities in the Yanchep Two Rocks locality. The main event, the Capricorn Fair, will be held on Saturday 10th March from 3.30pm – 7.30pm.

2.1 The Fair Program

The program for the fair will include a great variety of activities, rides and entertainment designed to suit all ages.

- Climbing wall
- Clown port
- Cup and saucer ride
- Scouts shooting gallery
- Pony rides
- Kite Kinetics
- Old MacDonalds Farm
- A Thong Throwing Competition
- WA Reptiles exhibition
- Face painting
- Dancing and martial arts exhibitions
- Perth band 'Tower'

2.1.1 Event Coordination

Creating Communities Australia (CCA) plans, promotes and coordinates the Capricorn Festival on behalf of the Capricorn Village Joint Venture and the Yanchep Two Rocks community.

2.1.2 Promotion

The 2012 Capricorn Festival marketing and promotional strategy includes the following initiatives:

- Website listings (Capricorn Connect, Capricorn at Yanchep, Events Corp, City of Wanneroo, WA Tourism Commission)
- 7500 flyers distributed to local businesses and residents (Yanchep, Two Rocks, Quinns Rock, Jindalee), community groups and facilities in the lead up to the event
- 10x3cm colour ads placed in the Joondalup Wanneroo Times, North Coast Times and Sun City News (total of 5 ads)
- Press releases distributed to North Coast Times, Sun City News, Joondalup Wanneroo Times and Wanneroo Weekender
- 500 Festival programs available at the Capricorn Fair and other satellite events
- Community switch websites and on-air community switch announcements
- Regular email blasts with flyer and program to local community contacts

3.0 Sponsorship Opportunity

An opportunity exists for the City of Wanneroo to sponsor the Capricorn Festival and position its business with the residential growth in the upper northern corridor of the Perth metropolitan area.

3.1 Sponsorship Benefits

A range of benefits are available to sponsors. These are:

- Communication of brand /positioning – via posters, flyers, event program, advertising and promo spots by the MC on the day;
- Sales promotions at the Capricorn Fair – promotions and staff provided by sponsor;
- Enhanced community relations – via networking opportunity with participating local businesses and community groups;
- Media exposure – via print, radio and electronic media;
- Opportunity to capture data – at the Capricorn Fair on the day; and
- Highly targeted marketing – focus is on residents of Yanchep, Two Rocks and other upper northern corridor suburbs (i.e. Quinns Rock, Jindalee, Butler, Merriwa, Mindarie, Joondalup and Wanneroo).

3.2 Sponsorship Package

Potential sponsors are encouraged to take-up sponsorship benefits for the amount of \$6,000. Benefits can be packaged to suit sponsor requirements. The package currently available is:

Silver Sponsorship - \$6,000

- Business name listed on event poster, flyer and program (Sponsored by *sponsor x*)
- 4 promo spots by the MC on the day
- Sales promotions at the Capricorn Fair
- Networking opportunity with participating local businesses and community groups
- Business name included in all print, radio and electronic media
- Display of corporate banners

4.0 Contact

Expressions of interest and enquiries regarding sponsoring the 2011 Capricorn Festival should be directed to:

Phillipa Gibson
Capricorn Village Joint Venture
Phone: (08) 9211 0500
Email: phillipa@capricornproject.com.au

This sponsorship opportunity closes on Friday 20 January 2012.