



northern
beaches
council

Partnerships & Participation
Strategic Reference Group

NOTES OF A MEETING

PARTNERSHIP AND PARTICIPATION STRATEGIC REFERENCE GROUP

held via audio visual link on

WEDNESDAY 3 NOVEMBER 2021

**Notes of a Meeting of the Partnership and Participation
Strategic Reference Group
held on Wednesday 3 November 2021
via audio visual link
Commencing at 6:06pm**

ATTENDANCE:

Committee Members

Cr Sue Heins (Chair)	
Tony Hilliger	Surf Life Saving Sydney Northern Beaches Inc
John Buggy	Belrose Open Space Corridor Association
Denice Smith	
David Hope	North Sydney District Council of P&C Associations
Jane Meccelli	

Council Officer Contacts

Melanie Gurney	Executive Manager Library Services
Claudia Brodtke	Governance Officer
Andrew Grocott	Manager, Community Engagement
Michael Spikmans	Digital Services Manager
Lea King	Manager, Service Improvement
Katie Kirwan	Senior Governance Advisor

1.0 ACKNOWLEDGEMENT OF COUNTRY

As a sign of respect, Northern Beaches Council acknowledges the traditional custodians of these lands on which we gather and pays respect to Elders past and present.

2.0 APOLOGIES

Apologies were received from Mayor Michael Regan, Councillor Kylie Ferguson and Councillor Penny Philpott.

Ina Vukic has retired from the SRG.

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 PARTNERSHIP AND PARTICIPATION STRATEGIC REFERENCE GROUP MEETING HELD 4 AUGUST 2021

RECOMMENDATION

That the Minutes of the Partnership and Participation Strategic Reference Group meeting held 4 August 2021, copies of which were previously circulated to all Members, are hereby confirmed as a true and correct record of the proceedings of that meeting.

NOTE: *This item was deferred due to a lack of quorum.*

5.0 UPDATE ON ACTIONS FROM LAST MEETING

Nil

6.0 AGENDA ITEMS

6.1 SRG SUMMARY OF TERM - CR HEINS

DISCUSSION

Councillor Heins discussed the input the Strategic Reference Group (SRG) have contributed over their term and expressed appreciation for the members time and input. Cr Heins noted that this meeting was the last of the councillors and members tenure due to the postponement of the Local Government Elections. Cr Heins noted that it would be up to the incoming council to determine their committee framework.

Members provided some insight into their experience of being an SRG member and reflected on some of their accomplishments.

Some members noted that they felt they were unable to have any tangible input to decisions due to the timing of the meetings and where they sat within the broader engagement strategy for projects. Some members' noted that they felt the SRG was more of a 'tick box' exercise, rather than being a key part of the consultation.

Melanie Gurney, Executive Manager Library Services, noted that she would like to see a more agile committee structure that would allow for meetings to be convened at times when the SRG would be able to have more strategic input into specific projects.

Andrew Grocott, Manager Community Engagement, discussed the challenge of this and elaborated on the internal discussions taking place around the Community Engagement Strategy (Item 6.4).

Cr Heins discussed her experience of the SRG provided the members with some insights as to what she finds beneficial from the SRG (from a councillor perspective).

Katie Kirwan, Senior Advisor – Governance, stated that the feedback has been collated during this meeting (and during the SRG Review) will be provided to the incoming Council to assist them determine their committee framework.

6.2 LIBRARY STRATEGY WORKSHOP - MICHAEL SPIKMANS

DISCUSSION

Lea King, Manager, Service Improvement and Michael Spikmans, Digital Services Manager presented on the library strategy workshop.

Input was sought on the following questions;

- Imagine it is 2026. What are the top things our community values most about Northern Beaches Library Service?
- What should we be phasing out or stopping as we move towards 2026?
- Finish the statement – it would be awesome if the library could...

6.3 GUIDE TO EVENTS ON THE NORTHERN BEACHES - LISA DOWSETT

DISCUSSION

Lisa Dowsett, Head, Events & Partnerships presented on the Guide to Events on the Northern Beaches.

There was broad discussion around;

- The usefulness and high quality of the document
- The extensiveness of the document, and how all sections of the document do not apply to all event coordinators
- The importance of this guide in assisting grass roots community events
- Cr Heins encouraged everyone to share the document within the community
- That a check list may also be a beneficial addition to the document
- A question was raised about the accessibility of Councils documents and LD responded that Councils website aims to meet the Web Accessibility Initiative's Web Content Accessibility Guidelines which are available to view at this link - <https://www.w3.org/WAI/standards-guidelines/wcag/>.
- The following hyperlinks were discussed;
 - <https://www.northernbeaches.nsw.gov.au/things-to-do/planning-your-event>
 - <https://files.northernbeaches.nsw.gov.au/sites/default/files/documents/policies-register/social-strategies/events-strategy/guide-to-events-2021.pdf>

***NOTE:** Denice Smith made a comment around budgeting and where people get money from for their Events in this discussion. On Page 24 and Page 25 of the Guide there is a section discussing grants and well as people budgeting.*

6.4 COMMUNITY ENGAGEMENT POLICY AND STRATEGY - ANDREW GROCOTT

DISCUSSION

Andrew Grocott, Manager, Community Engagement presented the draft Community Engagement

Policy and Strategy to members.

There was discussion around the terminology and members noted that some definitions of 'consultation' could be added.

A Grocott invited members to send any further feedback to him via email at andrew.grocott@northernbeaches.nsw.gov.au.

7.0 GENERAL BUSINESS

Nil

The meeting concluded at 8.18pm

This is the final page of the Minutes comprising 6 pages numbered 1 to 6 of the Partnership and Participation Strategic Reference Group meeting held on Wednesday 3 November 2021 and confirmed on