

COMMUNITY REFERENCE GROUP A NEW PLAY SPACE IN THE LEEMING/BULLCREEK AREA TERMS OF REFERENCE

Purpose and Scope

The key purpose of the Community Reference Group (CRG) will be to assist the City in creating a new premier play space within the south eastern neighbourhood (Leeming/Bull Creek) through a process of stakeholder engagement.

Premier Play Space – project overview

In September 2015, a petition with 104 signatures was presented to the Council requesting installation of a play space on the Peter Ellis Oval.

At an ordinary meeting of Council on 19 July 2016 it was decided that options for a significant playground in the Leeming/Bull Creek should be explored as a part of park development planning.

To that end, the City has begun a process of stakeholder engagement to identify preferences for the location and style of a new premier play space within the south eastern neighbourhood and to do so in ways that are fair, transparent and can be linked to final outcomes.

Role of the Community Reference Group

The CRG will serve as a link between the City and the community, encouraging greater understanding of planning for a premier play space.

The main tasks of the CRG will be:

- To identify community issues/concerns/good ideas about a premier park;
- To identify locations and preferred styles of park as options for the people of Leeming and Bull Creek to consider;
- To identify how the community can participate in selecting their preferences from the options developed;
- To participate in an online discussion forum about the concept of a premier park.
- To evaluate the stakeholder engagement process and outcomes with respect to:
Adherence to IAP2 core values



The reference group will comprise no more than 10 people representing the broad interests of the Leeming and Bull Creek community, including:

- The Lead Petitioner;
- People from each of the following age ranges:
 - 20 – 29
 - 30 – 39
 - 40 – 49
 - 50 – 59
 - 60 – 69
 - 70 – 79
 - 80+
- Representatives who will commit to attending all meetings of the group; and
- Representatives who will register on MelvilleTalks and participate in community discussions for the duration of the stakeholder engagement process.

The term of appointment for the Reference Group will align with the project timeline, approximately 4 months.

Process for invitation and selection of the group's membership

Potential members of the CRG will be randomly selected from the suburbs of Leeming and Bull Creek and invited to nominate by direct email using the City's contact databases.

Meetings

Meetings are to be held weekly for a period of 6 weeks from **Wednesday 1 March 2017 to 29 March 2017**. Additional meetings may be scheduled by agreement with CRG members.

- Day of meetings: Wednesday
- Time: 5.30pm – 7.30 pm
- Place: City of Melville Civic Centre, 10 Almondbury Road, BOORAGOON
- Presiding/Facilitators: Stakeholder Engagement Coordinator, Project Coordinator, Landscape Architect Coordinator and other specialist staff as needed to work with the CRG
- Notes from meetings to be provided within 5 working days to group members.
- Light supper provided

Code of Conduct

To be developed by CRG members at the first meeting.

Amendments to the terms of reference



The City of Melville may at any time, after consultation with the CRG, vary these Terms of Reference, or the group may recommend to Council variations to the Terms of Reference.

