



AGENDA

**FOR BURTON COMMUNITY HUB PRECINCT SUB COMMITTEE MEETING TO
BE HELD ON**

**12 JULY 2022 AT THE CONCLUSION OF THE PARA HILLS COMMUNITY
HUB PRECINCT SUB COMMITTEE**

**IN WITTBER AND DR RUBY DAVY ROOMS, SALISBURY COMMUNITY HUB,
34 CHURCH STREET, SALISBURY**

MEMBERS

Deputy Mayor, Cr C Buchanan (Chair)
Cr Donna Proleta (Deputy Chair)
Ms K Blandford
Ms J Cook
Mr T Dalwood

REQUIRED STAFF

Chief Executive Officer, Mr J Harry
General Manager Community Development, Mrs A Pokoney Cramey
Manager Community Participation and Partnerships, Ms C Giles
Team Leader Community Learning North, Ms N Cooper
Community Development Facility Co-ordinator, Ms B Chinner

APOLOGIES

LEAVE OF ABSENCE

PRESENTATION OF MINUTES

Presentation of the Minutes of the Burton Community Hub Precinct Sub Committee Meeting held on 10 May 2022.

REPORTS

- BHPSC1 Burton Community Hub - Operations Update 7
- BHPSC2 Future Reports for the Burton Community Hub Precinct Sub Committee
(there are no forward reports as a result of a Council resolution to be listed
at this time)

QUESTIONS ON NOTICE

There are no Questions on Notice

MOTIONS ON NOTICE

There are no Motions on Notice

OTHER BUSINESS

(Questions Without Notice, Motions Without Notice, CEO Update etc)

CLOSE

Cancelled



**MINUTES OF BURTON COMMUNITY HUB PRECINCT SUB COMMITTEE MEETING
HELD IN LITTLE PARA CONFERENCE ROOMS, SALISBURY COMMUNITY HUB,
34 CHURCH STREET, SALISBURY ON**

10 MAY 2022

MEMBERS PRESENT

Mayor, G Aldridge
Deputy Mayor, Cr C Buchanan (Chair)
Ms Jennifer Cook (Burton Community Centre)
Mr Tony Dalwood (Salisbury United Football Club)

OBSERVERS

Nil

STAFF

General Manager Community Development, Mrs A Pokoney Cramey
Manager Governance, Mr R Deco
Manager Community Participation and Partnerships, Ms C Giles
Team Leader Community Learning and Development, Ms C Spinner
Team Leader Community Learning North, Ms N Cooper
Community Development Facility Co-ordinator, Ms B Chinner
Minute Taker, Ms S Howley

The meeting commenced at 6:30pm

The Chairman welcomed the members, staff and the gallery to the meeting.

APOLOGIES

Apologies were received from Cr D Proleta (Deputy Chair) and Ms K Blandford (Burton Primary School)

LEAVE OF ABSENCE

Nil

PRESENTATION OF MINUTES

This being the first meeting, there were no previous minutes to be presented.

REPORTS

BHPSC1 Burton Community Hub - Hours of Operation

Moved Mr T Dalwood
Seconded Ms J Cook

That Council:

1. Approves that the operating hours of the Burton Community Hub, including its library service, be 9am to 5pm each weekday and 10am to 2pm on Saturdays.

CARRIED

BHPSC2 Burton Community Hub - Operations Update

Moved Ms J Cook
Seconded Mr T Dalwood

That the Burton Community Hub Precinct Sub Committee, in accordance with its delegated powers set out in the adopted Terms of Reference:

1. Adopts the Burton Community Hub Uplift Program as included in Attachment 3 (Burton Community Hub Sub Committee, 10 May 2022, Item No. BHPSC2).

CARRIED

BHPSC3 Future Reports for the Burton Community Hub Precinct Sub Committee

(this being the first meeting, there were no forward reports as a result of a Council resolution listed at this time)

QUESTIONS ON NOTICE

There were no Questions On Notice.

MOTIONS ON NOTICE

There were no Motions On Notice

OTHER BUSINESS

(Questions Without Notice, Motions Without Notice, CEO Update)

The Team Leader Community Learning and Development and General Manager Community Development provided an update on the opening day, uplift programs and fees and charges.

CLOSE

The meeting closed at 6:53pm.

CHAIRMAN.....

DATE.....

Cancelled

Cancelled

**INFORMATION
ONLY
ITEM**

BHPSC1

**BURTON COMMUNITY HUB PRECINCT SUB
COMMITTEE**

DATE

12 July 2022

HEADING

Burton Community Hub - Operations Update

AUTHOR

Claudine Spinner, Team Leader, Community Learning and Development, Community Development

CITY PLAN LINKS

1.2 The health and wellbeing of our community is a priority
1.3 People are valued and they feel safe, included and connected
4.1 Members of our community receive an exceptional experience when interacting with Council

SUMMARY

This report provides an update on the programs, partnerships and events for the Burton Community Hub.

RECOMMENDATION

That Council:

1. Notes the report.

ATTACHMENTS

This document should be read in conjunction with the following attachments:

1. Uplift Program

1. BACKGROUND

- 1.1 The Burton Community Hub (BCH) is an exciting new facility, which consists of the Workshop, a communal garden, community programs and hire spaces, and the relocated Salisbury West Library.
- 1.2 The hours of operation are Monday to Friday 9am to 5pm and 10am to 2pm on Saturdays.
- 1.3 BCH is scheduled to open its doors to the public on Monday 25 July 2022 with the official opening event scheduled for Sunday 31 July 2022.
- 1.4 The Administration notes that these timeframes have been extended since the last report on 10 May 2022. This is due to further supply chain issues and delays in the delivery of some equipment.
- 1.5 To enable it to be a thriving and highly activated community facility, a six-month uplift program (Attachment 1) will begin from 1 August 2022.
- 1.6 This report seeks to provide Sub Committee members with an update on the site, planned service offering, opening day event and future directions of the BCH.

2. CITY PLAN CRITICAL ACTION

- 2.1 Upgrade community hubs at Burton and Ingle Farm
- 2.2 Work closely with Community and Senior Centres to provide effective and well received programs

3. CONSULTATION / COMMUNICATION

3.1 Internal

- 3.1.1 Community Development Facility Coordinator (Burton Community Hub)
- 3.1.2 Team Leader Community Learning North and South
- 3.1.3 Manager Community Experience & Relationships
- 3.1.4 Manager Infrastructure Delivery
- 3.1.5 Manager Health and Wellbeing

3.2 External

- 3.2.1 Salisbury United Football Club

4. REPORT

4.1 Site Update

- 4.1.1 Site furniture and equipment are arriving in the weeks beginning 4 and 11 July 2022. During this time a wide range of staff will be onsite undertaking a variety of tasks such as furniture placement, book shelving and testing of all computer systems in preparation for the site opening on Monday 25 July.
- 4.1.2 As previously noted, there have been supply chain issues and delays in the delivery of some equipment. However, the Project Manager (Infrastructure) in collaboration with the Business Systems and Solutions Team continues to work towards a solution regarding internet connectivity. These teams are working to ensure that there is no major disruption to the operations from a community perspective.

4.2 Programs and Events

- 4.2.1 The six-month uplift program has now been coordinated and will begin being delivered on site from 1 August 2022. A copy of the uplift program is included as Attachment 1.
- 4.2.2 Information on the new programs will be included in the upcoming Term Guide for Term 3, which will be available prior to opening. A digital version will be also available at www.salisbury.sa.gov.au/community/libraries/term-guide
- 4.2.3 The major opening event is scheduled for Sunday 31 July 2022 between 11am and 3pm and will involve a variety of free and fun activities for all ages.

- 4.2.4 The day will commence with a range of formal proceedings emceed by Deputy Mayor Chad Buchanan. It will include a Welcome to Country by Senior Kaurna Elder Frank Wanganeen, a smoking ceremony by Uncle Moogy and a variety of speakers including Mayor Gillian Aldridge, Cr Donna Proleta and artist Elizabeth Close
- 4.2.5 The mural by Elizabeth Close is now complete, including an anti-graffiti layer, and will be the backdrop for the formal proceedings at the opening event.
- 4.2.6 Invitations to the opening event have been distributed both digitally and by post, including to several local aged care facilities, Springbank Plaza shops, local schools and residential homes in McInnes Street.
- 4.2.7 A traffic management plan has been prepared by SEM Group and will be managed by two staff on the day. Once approved by all stakeholders, this plan will be filed with Department Infrastructure and Transport and provided to relevant stakeholders for their information.
- 4.2.8 Due to the popularity of the Para Hills Community Hub Seed Library project, the Burton Community Hub will be launching its own Seed Library at the opening day.
- 4.2.9 The funded programs for The Workshop (Monday to Thursday) and the communal garden (Tuesday to Thursday) will commence in August 2022.
- 4.2.10 The NDIS funded “Fun on Fridays” and STARS group, who previously met at Burton Community Centre will also hold programs onsite in the hall twice per week from August 2022.
- 4.2.11 Recruitment for volunteers for the site is also proceeding with one appointment to provide program support already made been. It is anticipated that further inquiries and appointments will follow once the building is open and functional, and as such a recurring advertisement is included in the City of Salisbury’s Volunteer Connect.
- 4.3 Room Hire
- 4.3.1 The fees and charges relating to room hire were approved at the June Council meeting and will be advertised on the website. Further advertising regarding room hire will now be undertaken to attract a wide range of community members and organisations into the wide range of available spaces.
- 4.3.2 Council has adopted the SpacetoCo automated room booking system across a range of sites, including BCH. This software will allow for a more streamlined and accessible room booking system and it is expected it will increase activation levels across all sites. This system is anticipated to go live once appropriate photos of the finished site and available rooms for hire are uploaded.

- 4.3.3 The Terms and Conditions of Hire are being finalised and will be promoted on the SpacetoCo and Council website. These terms and conditions will be consistent across Twelve25 Youth Centre, Para Hills Community Hub and Burton Community, but will differ slightly from those at the Salisbury Community Hub which operates under a different room hire model.
- 4.3.4 The Administration has already received numerous inquiries about hiring BCH with many groups requesting to delay any on-going bookings until the site is functional and they can visit the space.
- 4.3.5 The Administration also notes that it was difficult for groups to make firm bookings prior to the Fees and Charges being approved.
- 4.3.6 However, some external room bookings have already been taken and include:
- 4.2.3.1 Helping Hand (two weekly respite bookings involving the workshop and art/craft activities);
 - 4.2.3.2 Incompro (two weekly social engagement programs including an Aboriginal men's cooking program and a workshop program building cultural tools); and
 - 4.2.3.2 Department of Human Services (staff training workshop).
- 4.4 Partnerships
- 4.4.1 The Administration will continue to work with local stakeholders to build and strengthen partnership opportunities to create programs and services that provide a direct benefit to the local community.
- 4.4.2 An example of a new partnership that the Administration is exploring is with Veterans SA to deliver a pilot program called "Co Work and Co Play". This program is anticipated to run for 8 weeks in October and will directly support veterans' wives and families from the local Edinburgh

5. CONCLUSION / PROPOSAL

- 5.1 The Burton Community Hub (BCH) will be an exciting new facility that will deliver community-driven services and programs for the Burton community and beyond through its Library, community programs, hire spaces, workshop and communal garden.
- 5.2 The BCH is due to be first opened on 25 July 2022 with the official opening event the following week on Sunday 31 July.
- 5.3 Activation of this site will commence from 1 August 2022 and up to \$30k has been allocated for program expenditure across the financial year for this site.

Burton Community Hub Program Uplift July to December 2022

Name	Description	Target group
Early/Primary Literacy and Numeracy		
Assorted 5 week programs of 1 hour duration	Series of concurrent five week programs that link to different initiatives and library needs. Examples – Family Phonics, Maths is Fun etc.	0-7 (may include home school)
Preschool programs	Expansion of existing weekly programs supporting the development of early literacy skills i.e. Giggletime, Storytime (including multicultural versions), Read Play Learn.	0 - 7 years
Spelling Bee competitions	Between local schools (Windemere and Burton) - 2 a year	Primary School aged
Employment		
English as a Second Language (conversational)	Conversational class to build participant confidence to access services and engage within their local community	18 and over
Employment skills	Via third party partnerships and includes resume writing, preparing for interview etc.	Unemployed or those looking to pivot to a new career
Youth skill development (via Twelve25)	Youth skill-based programs including Barista training, adulting, white card training etc.	Youth
Digital inclusion		
Youth led programs (via Twelve25)	Esports (possible connection to soccer club)	12-25 years
Creative Technologies	VR/AR, experimental and emerging technologies	All ages
Tech Try Tuesdays	Group based technology training for beginners	All ages
Junior Coding	A 1hr digital coding session utilising current pre-school digital literacy resources.	2-6 years

Name	Description	Target group
One on one digital mentoring	Offering one on one support to assist participants with basic technology functions.	All ages
Podcasting/audio & visual recording	Opportunities for intergenerational and cultural based projects relating to digital storytelling, film making and podcasting.	All ages
Health and wellbeing		
Communal Garden	3 days per week will be programs for those aged 50 and over in line with existing funding (My Aged Care). Other programs include gardening themed workshops, school visits, early years programs and volunteer groups. Grow free cart for community garden produce exchange will also be established.	3 days - over 50s . Balance of days will be all ages
"Wetland Walkers"	Volunteer led Walking group - Heart Foundation. 1-2 times per week depending on volunteer availability	All ages
Craft Groups	Currently liaising with previous Burton Community Centre craft groups.	Adults
Chess Club	Held after school and facilitator led	Aged 10 and over
Community Chefs (recipes based on nutrition education)	1 session per season (Summer, Autumn, Winter, Spring) using products from Community Garden that are 'in-season'	All ages (could combine with garden programs or be children's programs)
Blokes' Brunch	A social engagement program for men who meet fortnightly to share a meal and reconnect.	Men aged 16 or over
Active citizenship	A women's only social group designed to empower and build confidence in women to achieve their personal goals and improve their overall health and wellbeing.	Women aged 16 and over.
Women's fitness	Via partnership or contractor	Women all ages
The Workshop NDIS Programs	NDIS Programs offered 4 days per week 9-3.30 for people with a disability	Criteria applies
The Workshop General Programs	Partnering with WEA we will trial a number of programs relating to health & wellbeing, craft and construction i.e. mosaics, pottery, painting, art therapy etc. Also looking to form	16 and over

Name	Description	Target group
	general group of volunteers who work on community based projects.	
School holidays (October)		
General	Five events over 10 days relating to craft, health and fitness, learning based programs to include but not limited to: Treasure hunts, Henna, Nature Play/bush tucker, Ninja Warrior	Primary school aged students
Digital smorgasbord	Five events on alternate days to general programming which may include coding, eSports, robotics, claymation, game making, video gaming comp, 3D print making , virtual reality, film making, digital art	8-16 years
Movie Days/Nights	External or Indoor using hall space - one per school holiday period	Children (G) rated
Cooking	Cook n Create' (mobile cooking school) - Jessica James. City of Playford uses this a lot	Primary school aged students
General Programming		
Lego Free Play	1 hour sessions with already purchased Lego	School aged
Annual Community Market	A weekend market consisting of local community vendors and low level entertainment activities (i.e. face painting etc). Garden activities such as plants and produce will also be included.	Community Event
Boardgames/jigsaws	Non structured sessions. Jigsaws available throughout the day (COVID conditions apply)	All ages
Exhibitions		
Burton Primary School	Exhibition of student artworks relating to Mural	All ages
Women's silk scarves exhibition	Via Incompro	All ages
LEGO Exhibition	Provided by a local community member.	All ages