

Town Team Hub Resources

We've created a free [Town Team Hub](#), which has all the best information to help you set up, manage and grow a Town Team.

To register to access the [Town Team Hub](#), please go to <https://town-team-hub.mn.co/>.

It is available on **desktop** as well as an **App**. Search for the 'Mighty Networks App' in your App Store and then search for 'Town Team Hub'.

The list below includes hyperlinks to documents that can help to make your Town Team even better! Let us know if you need help or have any questions!

How To Guides

<p>Getting Your Team Started</p> <ol style="list-style-type: none"> 1. How a Town Team might form 2. How to set up a Town Team or check out the webpage and video 3. How to structure your organisation 4. How to set up an incorporated association 5. How to generate revenue for your Town Team 	<p>Creating Action!</p> <ol style="list-style-type: none"> 6. How to prioritise actions 7. How to prepare a bank of skills and resources in your community 8. How to prepare a SWOT analysis 9. How to build momentum with quick wins 10. How to prepare an Action Plan for your Town Team
<p>Working with People</p> <ol style="list-style-type: none"> 11. How to work with local governments 12. How to positively influence 13. How to motivate volunteers 14. How to keep going when it's hard 	<p>The Little Extras</p> <ol style="list-style-type: none"> 15. How to make a video on your phone 16. How to pin a business or your Town Team location on Google Maps 17. Potential grant opportunities for W.A. Town Teams (2019)

Getting Your Team Organised

<p>Working Together in Your Team</p> <ol style="list-style-type: none"> 18. Different roles team members can play 19. Shape Mandurah committee Working Together Agreement 20. Town Team procedures document example 	<p>Managing Your Team</p> <ol style="list-style-type: none"> 21. Meeting agenda template 22. How to run a successful meeting 23. How to run an AGM 24. How to get insurance for your team 25. Project summary template 26. Mount Hawthorn Hub membership flyer example
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Events and Projects

How To Guides	Templates
27. How to host a neighbourhood Porch-Fest	32. Event management plan template
28. How to run a major event	33. Risk management plan template
29. How to organise a mural project	34. Emergency evacuation plan template
30. How to apply for a road closure	35. Event service agreement (contract) example
31. How to create a Soapbox Speakers event	

Becoming Incorporated and Constitutions

Other States	Western Australia
36. How to structure your organisation	42. How to get incorporated in Western Australia
37. A.C.T – How to become an incorporated association in the A.C.T	43. Information and process for adopting Town Team constitution in W.A.
38. NSW - How to become an incorporated association in the NSW	44. Town Team constitution template for W.A.
39. TAS - Information for adopting the Town Team constitution in Tasmania	45. Section C of Form 1 Advice (for making an application to become incorporated in W.A.)
40. TAS - Town Team constitution template for Tasmania	46. INC: A guide for Incorporated Associations in W.A.
41. VIC - Model rules for an incorporated association in Victoria	

Placemaking Resources and Guides

47. What is Placemaking? graphic	53. 37 Placemaking ideas that aren't events
48. What Placemaking is and isn't	54. Inglewood on Beaufort street setback improvements guide
49. Placemaking how to guide by Town Team Movement	55. Turning car parking into public spaces game (free to print and use)
50. Place activation toolkit courtesy of Village Well	56. Play Streets Guide, courtesy of CoDesign Studio
51. Main street guide courtesy of Village Well	57. Placemaking ideas for businesses, courtesy of Creative Communities
52. Community placemaking guide, courtesy of CoDesign Studio	58. The ingredients of success graphic

Learn More About Town Teams and TTM

59. Town Team Charter	64. Where did the Town Team name come from?
60. Roles and responsibilities graphic	65. Town Team approach graphic
61. Town Team welcome pack	66. The movement graphic
62. Town Team Movement information	67. Where are all the Town Teams located?
63. Town Teams and politics	

Advice on Car Parking

68. How to manage car parking	71. Travel and Parking Management Plan for local businesses
69. 10 car parking myths busted! article by David Doy and Dean Cracknell	72. Do you want a place for car, or a place for people?
70. Small Change Can Create Big Changes article by Donald Shoup	

An Overview of Our Roles

