

TOWN OF BASSENDEAN
NOTICE OF A MEETING OF THE
LIVEABLE TOWN ADVISORY COMMITTEE

Dear Committee Member

A meeting of the Liveable Town Advisory Committee of the Town of Bassendean will be held in the Council Chamber, 48 Old Perth Road, Bassendean, on Tuesday, 9 August 2016, commencing at 7.00pm.

Mr Bob Jarvis
CHIEF EXECUTIVE OFFICER

5 August 2016

A G E N D A

1.0 **DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**

Acknowledgement of Country

The Town of Bassendean acknowledges the past and present traditional owners of the land on which we gather to conduct this meeting, and pays its respects to their Elders, both past and present.

2.0 **ATTENDANCES, APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE**

3.0 **DEPUTATIONS**

4.0 CONFIRMATION OF MINUTES

4.1 Minutes of the Bassendean Liveable Town Advisory Committee meeting held on 7 June 2016

OFFICER RECOMMENDATION – ITEM 4.1

That the minutes of the Bassendean Liveable Town Advisory Committee meeting held on 7 June 2016, be confirmed as a true record.

5.0 ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

6.0 DECLARATIONS OF INTEREST

7.0 BUSINESS DEFERRED FROM PREVIOUS MEETING

8.0 OFFICER REPORTS

8.1 Program Partnership with City of Cockburn (Ref: – Greg Neri, Manager – Youth Services)

APPLICATION

This report seeks to gain Council support to enter into a partnership with the City of Cockburn to deploy a new site for the delivery of the RYDE Driver Mentor program.

BACKGROUND

Council Officers have been undertaking development of the RYDE (Regional Youth Driver Education) Program since receiving funding from Lotterywest in 2014.

The Program entered its 'Operational' phase in early 2016, and has been successful in delivering the program with 11 Youth Agencies and Government Departments since March. Current collaborators are:

- Altone Youth Services
- Swan City Youth Services
- Seen and Heard (Shire of Mundaring)
- Foyer Oxford
- Rise Network
- Swan Emergency Accommodation
- Cyril Jackson Senior Campus
- Skill Hire – Transition to Work (Midland)
- White Lion – Balga Detached
- DCPFS – Midland District

The RYDE Program is unique in this field as it uses technology in the areas of; induction, communication, bookings, payments and risk management to operate a sustainable program model. Volunteer Mentor programs delivered in the Eastern States rely on significant and continuous funding streams for continued operation. The RYDE model by comparison, leverages the in-kind support of multiple agencies specialising in specific aspects of the Program, linked by a proprietary software platform. The OBAMS (Online Booking And Management System) software significantly reduces the analogue human input required to deliver the Program by automating and coordinating as many aspects as possible. The program is innovative in the use of a sophisticated induction/booking/payment/communication software platform which eliminates the majority of the human resource component usually dedicated to managing these types of initiatives.

Since Victoria introduced the Graduated Licencing System (extended log book hours), it has invested over 18 million dollars of TAC funds across 62 Local Government areas to prevent the changes marginalising Learner Drivers without access to suitable vehicles or supervisors. The overall goal of the RYDE initiative was to present and prove a sustainable model of operation which could be used as a template for other Local Governments to introduce, and did not require a significant ongoing funding source. Since March 2016, there have been enquiries from; City of Mandurah, City of Wanneroo, City of Canning, and a consortium of Community Sector agencies from Albany. The City of Cockburn have been the first potential partner to be ready to commit to the Program's implementation in their region. The proposed model would be that of a 'franchise', whereby their program and partners would operate relatively independently of the Town of Bassendean.

The Town of Bassendean would, however, remain in control of; the software platform, the specifications of the model's 'business rules', and ongoing software and program development. The City of Cockburn have verbally undertaken to fund the extra software development involved in making the setup of a new franchise modular, making future partnerships relatively straight forward.

Council Officers propose that the Town of Bassendean enter into a partnership with the City of Cockburn to set up a second 'franchise' in the Cockburn area. The expansion site would adhere to all of the risk management measures implemented in the original implementation.

The Town's contribution will be in the form of staff time used to assist in the rollout of the new franchise, and assist Cockburn equivalents overcome teething issues.

STRATEGIC IMPLICATIONS

The proposal to deploy RYDE Program in the City of Cockburn aligns with the Bassendean Strategic Community Plan 2013-2023 objectives:

“Strengthen and formalise partnerships” and the strategy:

“Develop successful and collaborative partnerships with government and businesses”.

“Provide a safe environment” and the strategy:

“Participate in collaborative action on identified community health and safety issues”.

COMMENT

The lack of accessibility to vehicles, mentors or a large quantity of formal driving lessons creates barriers to many young people, affecting their access and participation in other areas of life. Lack of driver's licence may inhibit young people's participation in education, training and employment, with many positions, particularly apprenticeships identifying it as essential. Additionally, social and recreational opportunities may be limited by transport barriers. While there are opportunities to use public transport in addressing these barriers, there are occupations where workers need to get to remote locations to maintain employment, such as for Technicians and Trade Workers. Where job sites are close to public transport, employees may still require a driver's licence for work operations.

Census statistics show that the number one occupation of employment in the North East Metro region is 'Technicians and Trade Workers' whereas for greater Perth it is 'Professionals'. This suggests that for the North East Metro Region, there is a greater need for private transport where workers may be required to travel to remote locations.

Difficulties in obtaining a driver's licence are not necessarily limited to completing the practical assessment stage. There appears to be a disadvantage for young people who do not have experienced driver mentors to support them in obtaining their driver's licence supervised hours. Further disadvantage occurs for families where there is limited or no access to a vehicle or to finances to complete these final 25 hours of driving experience.

These barriers may lead to novice drivers having less authentic supervised experience before driving independently. It is envisaged that with easier and more universal access to mentored driving hours, young people will be less likely to; falsify experience, illegally drive without a licence, and pick up bad driving habits through inadequate or poor quality mentoring.

The Town of Bassendean's RYDE Program replicates many elements of Programs delivered in the Eastern States, and utilises technology to eliminate many functions requiring manual intervention. The subsequent custom software is designed to handle:

- Mentor Induction
- Support Worker Induction
- Client induction
- Client driving assessment verification
- Mentor driving assessment verification
- Mentor background check verification
- Purchase and refund of session 'credit codes'
- Booking and cancelling sessions
- Reporting of vehicle damage
- Dealing with on road accidents and incidents
- Feedback to support workers regarding concerning disclosures, behaviour and non-attendance follow-up
- All communication between Mentors and Clients
- Tracking on road skills development
- Reporting vehicle location
- Feedback from Clients
- Risk management treatments as hazards arise
- Refresher videos for Support Workers
- Session reminder SMS and email communication

- Support Worker email reminders based on participation rates and milestones reached

STATUTORY REQUIREMENTS

Local Government Act 1995.

FINANCIAL CONSIDERATIONS

This proposal does not require cash contributions from Council.

The Town's contribution will be in the form of staff time used to assist in the rollout of the new franchise, and assist Cockburn equivalents overcome teething issues.

OFFICER RECOMMENDATION — ITEM 8.1

That the Committee recommends Council approves entry into a partnership with the City of Cockburn to deliver the RYDE Program.

Voting requirements: Absolute Majority

8.2 Committee Work Program

At the meeting held on 14 April Committee resolved to establish three Working Groups:

- Regional Playground
- Urban Forest Strategy
- Renewable Energy

and to appoint members of the Committee to the Working Groups.

It was decided to defer establishment of two additional Working Groups

- Bicycle Boulevards
- Arts

The rationale for not establishing the Bicycle Boulevards Working Group (BBWG) was as it was deemed premature pending the outcome of an application for funding for stage1 (design) for the Whitfield Street Bicycle Boulevard.

The Town was successful in attracting design funding for the Whitfield Street Bicycle Boulevard and Committee may wish to give further consideration to the timing for the establishment of the Bicycle Boulevards Working Group.

Regional Playground Working Group

Subsequent to the last meeting, the Nature Based Regional Playground Working Group has established a Facebook page to communicate the project and recruit to the WG.

Thus far the Facebook page has more than 300 likes and has attracted considerable interest in participating in the WG's activities.

The expanded WG met for the first time on 1 August (see attached notes) where it was noted the adopted budget includes funding for the design and stage 12 construction of the Regional Nature-based Playground.

The new members made contributions to the discussion and the potential scope of the facility.

It was noted the priority remains to produce and release for responses the tender document and that it is desired this be achieved by the end of August.

Urban Forest Strategy Working Group

The Urban Forest Working Group Terms of Reference outlines three tasks to be undertaken.

The first of these tasks is to review and make recommendations concerning the draft Urban Forest Strategy. Subsequent to the last meeting, the review of the draft document continued with meetings held on the 14th and 21st June 2016 to finalize this review process.

Please see attached meeting notes for the 14th and 21st June 2016

Funds were adopted in the budget to acquire new aerial photography survey mapping system to permit tree mapping and to prepare a brief for the review of the Street Tree Master Plan. Officers are currently engaged in discussions with various providers.

Renewable Energy Working Group

The Renewable Energy Working Group is scheduled to meet on 6 August. Notes from the WG meeting will be tabled at the Committee Meeting.

OFFICER RECOMMENDATION ITEM 8.2

That the information on the work program progress of the Working Parties be received

8.3 Ongoing Activity Progress Reports

RECREATION

Facility Management

Council recently approved a budget of \$40,000 to engage a planning consultant to conduct a Community Facilities and Ovals/Reserves audit and need assessment study. Officers are currently drafting a scope for the study and applying for additional funding to the Community Sporting Recreation Facilities Fund (CSRFF) facilitated through the Department of Sport and Recreation (DSR). It is envisaged that a report will be tabled at the August Ordinary Council Meeting for Council to endorse the CSRFF application as a requirement of the funding guidelines.

Participation in Sport and Recreation, Leisure Activities

- 84 KidSport applications received so far in 2016.
- The Town's Leisure Program Term 3 has attracted over 200 participants. A review is currently being taken on the re-branding and marketing of the Leisure Course Program.
- The Town is progressing the Mary Crescent Reserve Playground. Ecoscape (Landscape Architects) have been engaged as planning consultants for the community consultation, concept design and contract documentation for the construction of a largely nature based playground adjacent to the Alf Faulkner Hall / Sparx Early Years Learning Centre. An initial community consultation is scheduled to be held on Saturday 20 August 2016, 12-3pm on site.

- Swan River Ramble Project – facilitated through the EMRC, the Recreation Development Officer and the Engineering Technical Coordinator have been working on a recreational cycling project that will link cycling/walking trails along the Swan River between the LGA's of Belmont, Bayswater, Bassendean and Swan. Within the Town, the trail will run through Ashfield Flats with the expected launch date of the Ramble Project to be December 2016

Sport and Recreation Industry Trends and Issues

- Officers recently attended the launch of Strategic Directions (SD) 6 2016-2020 for the sport and recreation industry at the Department of Sport and Recreation.
- SD6 has been developed to provide vision and direction for the WA sport and recreation industry and outlines thirteen (13) key challenges that the industry will face over the next five years.
- Officers will be analysing the 13 key challenges in relation to the Town's sport and recreation sector and where applicable develop strategies to address those industry issues. A summary of key statistics and SD 6 challenges have been attached with this agenda.

CULTURE

Cultural Planning

Council recently approved \$15,000 for a review of the Town's Cultural Plan that was last developed in 2006. Officers are currently considering review options for the plan that are in line with the Integrated Planning Framework for local government and a new national benchmarking cultural planning framework developed by the Cultural Development Network, Australia Council for the Arts and the Australian Local Government Association. Officers will be working with WA based Chamber for Arts & Culture and the Community Arts Network (CAN) to further develop the best option for reviewing the Town's Cultural Plan.

Public Events

- The Town in partnership with the Derbarl Yerrigan Health Service Inc. successfully staged the 2016 NAIDOC Family Day being on Thursday 7 July 2016 at Ashfield Reserve. It was estimated that over 4000 people were in attendance. The new focus of reduced stallholders with an increase of cultural, family and youth activities on show proved to be effective in engaging people in attendance.

- Entries to the Bassendean Visual Art Awards close on Friday 12 August 2016. The Official opening will be held on Thursday 22 September 2016 with the exhibition running to Wednesday 28 September 2016. A Creative Speakeasy event is also being planned during the exhibition as well as other activations.
- Following on from the success of the Little Italy Street Festival staged in February of this year, Nella Fitzgerald Events has lodged a proposal to stage the “Little Italy by the Sea – Carnival of Venice” in Bassendean on Friday 24 and Saturday 25 February 2017. The proposal also includes a request for financial assistance in staging the event. Officers are currently reviewing the proposal to ensure that all public event guidelines and statutory requirements will be met as well as considering the request for financial assistance in a report to Council. Subject to all requirements being met, the event promoter will be invited to apply to the Town for formal approval under the WA Health Act for the staging of public events.
- Through a re-distribution of work hours within the Recreation & Culture Business Unit, an Events Officer position was recently advertised and short listed applicants interviewed. The successful candidate will be formally appointed in the near future.

Heritage – 1 Surrey Street / Bassendean Pensioner Guard

- The Steering Group for the refurbishment of the 1 Surrey Street / Bassendean Pensioner Guard project have reached the stage of finalising architectural drawings with a development application being lodged with the Manager Development Services as detailed below:
 - Additions and Alterations to Pensioner Guard Cottage;
 - Additions and Alterations to Dwelling adjoining Pensioner Guard Cottage and Change of Use to Community Purpose; and
 - Construction of new building to rear of site for use as Community Purpose.

A management plan will be considered for the facility as well as exploring funding opportunities for the refurbishment of the building and installation of the Exhibition Plan.

Arts and Culture Industry Trends and Issues

- In March 2015, the Chamber of Arts and Culture released a report on local government's investment into the arts and culture industry in Western Australia. ABS statistics (2012/2013) on Government cultural funding, revealed that \$150M by the 140 WA local governments was invested in arts and cultural activities; the third highest per capita figure nationally. This figure compares favourably with the \$128M invested by state government into arts and cultural activity during the same period. A snapshot of key statistics is attached. The report also revealed that a small percentage of WA local government's developed/implemented a cultural plan.
- In May 2015, the Arts Leadership Group facilitated by the Department of Culture and the Arts, released a discussion paper seeking feedback from the community on the future challenges and opportunities of building and sustaining a vibrant arts, cultural and creative sector in WA. As a consequence, the Strategic Directions Framework 2015-2030 was released. The paper examines such issues as population growth and diversity, global economy, economic diversification, evaluating the value of arts and culture and the role of government and industry.

ECONOMIC DEVELOPMENT

Local Business Survey

This project is still continuing. Approximately 60 videos of local business owners and their staff have been created. All 600+ local businesses will be registered in the directory, and the expectation is to create approximately 100 videos.

Draft designs are being developed.

Completion is expected at the end of August.

Old Perth Road Markets Changes

The findings in the operational report of the markets will generate some changes to the way we run the markets and how we promote them. We have already established a two year contract for Stallholder Coordinator. Previously, this task was carried out by Rotary however it was agreed more knowledge and experience could be sourced by going outside of the Club. Lucy and Connie Bromell were the successful tender for this contract and following a one month transition period took over full control on 1 August.

Three separate surveys were used to gauge and understand the views and opinions of the public around the markets. These were:

1. A Face to face survey was held at the Twilight Markets (March) randomly choosing customers: 105 responses were created.
2. A stallholder survey was conducted via email: 22 responded.
3. An online survey was conducted targeting Facebook friends of the markets: 216 responded.

Please find attached the results of the online survey circulated and promoted through Facebook. The full operational report is available for those interested to read it.

We Need Your Views: Publicity campaign for Community Strategic Plan

In a significant departure from previous community feedback and engagement processes the Town has launched a major publicity campaign around the survey for our new Community Strategic Plan (CSP).

The CSP will guide and direct the expenditure of rates levied from residents to the diverse activities of the Council for the 10 year period 2017 – 2027. The survey is Phase 1 of three in the development of the plan. It will be accessible for six weeks (1 Aug – 9 Sept).

The survey has been prepared to encourage residents to share their opinions and views on the variety of activities and services offered by the Town. It has been designed to be, user friendly and no jargon. It is incentivised (offering 5 iPad minis to be won) and it invites people to the Phase 2 (focus groups)

Wide spread marketing and publicity has been rolled out including Postcards, Signage, Posters, Displays, Website and Email signatures, Advertising and Media Releases, Businesses and Retail Outlets. There will also be manned stalls at the Shopping Centre, the markets and IGA's (Ashfield and Eden Hill) by staff from across the organisation and councillors wearing special bright yellow T Shirts.

After just a few days we have already attracted over 300 responses to the survey. We feel confident that between 1,000 and 2,000 respondents will be received.

Web Sites

The contract for the Towns new website has been won by Market Creations. This organisation clearly demonstrated strong local government experience, coupled with creative design capacity and a competitive financial case.

The draft designs are being analysed through an internal digital steering group with all business units providing input into requirements. Councillors will be offered input into the final appearance and functionality of the site.

Part of this project will see all affiliated web sites also reviewed, including Libraries, Volunteers, Youth Services, Economic Development and the Markets. All will have their hosting brought to the same location thereby streamlining information shared between them when required and some will change/refresh their design.

CHILDREN SERVICES

The new fence at Wind in the Willows Ashfield has been very well received by both families who utilise the service and members of the community. The installation went smoothly and the upgraded fence has been very positive all around.

The Kindy children attended the recent NAIDOC celebrations on Ashfield reserve – this was a fantastic opportunity for our children to get out and amongst our community, and it was wonderful to see them taking in everything the event had to offer.

Several staff recently attended professional development opportunities, including Team Leadership Training; a Supporting Your Team workshop and a Sign Language course to help develop their skills for children with language delays.

Wind in the Willows Bassendean have received the playground design for the Toddlers Yard, and quotes are being sort for the installation of this, with the desire of having the work completed by the end of September.

Pirate Friday Dress-up Day was enjoyed by both services and raised \$200 towards Childhood Brain Cancer Research and Awareness.

WITW Ashfield recently completed its Food Safety Kitchen Audit successfully, and WITW Bassendean has theirs scheduled for late September.

One educator has returned from maternity leave – just in time to replace another who is commencing maternity leave. The service has been interviewing for a new Kitchen Coordinator for the Bassendean Service.

OFFICER RECOMMENDATION – ITEM 8.3

That the Officers ongoing activity progress reports be received.

8.4 Resolution Implementation Report

Passed resolutions of Committee are listed in the attached table along with an action statement and a status report.

Items whose status is listed as “Completed” are sought to be deleted.

OFFICER RECOMMENDATION – ITEM 8.4

That the completed resolutions of Committee in the progress report be deleted.

9.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

10.0 ANNOUNCEMENTS OF NOTICES OF MOTION FOR THE NEXT MEETING

11.0 CONFIDENTIAL BUSINESS

12.0 CLOSURE

The next meeting date to be held on Tuesday, 11 October 2016 commencing at 7.00pm.

**Bassendean Nature Based Playground
Working Group Meeting Notes
1 August 2016**

In Attendance

John Gangell, Renee McLennan, Jeanette Matterson, Carina McMillen, Sarah Quinton, Tamsin Woodward, Misha Elliot, John Cramer & Graeme Haggart

Apology

Kelly Allison

Intro – What is our vision?

March 2009 Play Spaces Implementation Plan

Provides for age appropriate play grounds, varying scale to District Level facility

Regional nature playground not included in the Plan

Budget allocation 2016/17 - \$250k for design & \$290k (Cash in Lieu) stage 1

Timeline

Field trip

Sign off from the minister for release of land to sell (20A Reserve transaction)

Nature play Griffin Longley visit

Darren Loman visit Dreaanfit

Bike on visit sea container hire place at Sandy Beach (see Johns comments below)

Ron Chalmers and Andrea Mitchell visit for funding from DSC

Consultation process

Comms Strategy

Tender process –first and most important process – target tender document to be published by end of August.

For consultation:

Where would like it to go? (See Carina's comments below)

Would you prefer a space in the same location or separate locations?

Would you like a bike path incorporated into the design?

Do you have a child with disability – would you use bikes specially designed?

Design of the mud bike path?

Would you like a fence for security? Or a hedge?

Would you like a café?

Who to Ask

Primary Schools

Day Care Centre's

Disability Schools

Selling points

Point of difference – disability park

Put Bassendean on the map

How to communicate with the public

Facebook
Letter drops
Newspaper articles
Website
Vision board

For action by August 15

Graeme to provide previous tender documents
Town to put together the tender document
All to read PSIP and make notes for feedback
Write a brief for the tender doc with feedback from the WG
Go visit a park and provides ideas (maybe post them on the facebook page)

Carina to go to Nature Play conference in Fremantle on 28 August to be paid by the council – Graeme to find out. Or Tim our Recreation Development Officer.

Parks and Leisure event

Renee to set up google doc

Clarification contributions from members after circulation of notes:

Carina

What is the longer term vision for the Sandy Beach/Ashfield Flats area as a whole? Is there scope to incorporate education, interpretation, conservation and nature play as an integrated plan for this area? What is the plan for the pocket of land at the end of Iveson Pl and Hamilton St adjoining the flats. Can our nature playground plan incorporate all three areas in a design that fosters environmental and cultural appreciation? Our nature playground design could incorporate living streams, wetlands and the river without impacting this delicate ecosystem. Some thoughts that I think are worthy of more discussion with the community and key stakeholders.

John C

All Abilities Bicycle & Go Kart Track

To build a network of creative and unique bike paths which would embraces the natural setting of Sandy Beach reserve and tie in well with, and be visually sensitive in design and aesthetic to a nature park. The track would be specially designed so the outside of it would be useable by all abilities including special adapted bicycles for persons with disabilities, and tandem side by side go karts and bicycles. Technical tracks, and adventure path tracks would branch off from the outside track and re-join later; making sure that the bike path caters to all ages, all abilities.

A blokes Club which specializes in supporting men with disabilities would manage the go karts and special adapted bikes at the track, organising and running open days; for example the second and forth Sunday of each month.

The blokes club will train and supervise club members to service and run mechanics on bikes and go karts, and manage the hiring and distribution of go karts to the public, to schools, and other interested parties. Apart from Sundays the bikes and go karts would be especially available to persons with disabilities, and maybe school groups including Special Education and Disability support schools. Of course all children could bring their bikes, scooters to use on the track as well.

One of the biggest handicaps for people with disabilities who want to ride a bike is the cumbersome size of three and four wheel bikes and go karts, and transporting them to an appropriate and safe bike track. Sea containers could be located on site at the park and be adapted to be part of the playground experience, and also hold and keep secure the go karts and special needs adapted bikes at the playground.

Liveable Town Advisory Committee
Urban Forest Working Group
Meeting Notes
14th June 2016 at 1:30pm

Apologies: Kylie Turner, Alison Healey and Greg Peterson

- Meeting commenced with welcome of new members and brief of previous discussions with previous meeting notes and agenda distributed
- Group discussed Alison Healey comments that she emailed on Tuesday, 31 May 2016
- During discussion of Alison's feedback Simon advised the group that the Town is seeking feedback from the State on Town's regulatory requirements and authority for private land
- Simon explained that the draft Strategy outlines the Town will be undertaking a desktop tree canopy survey, these results will enable the Town to prioritise and focus on areas that are lacking in density of tree canopy
- Brian suggested that LPS utilise the upcoming tree canopy survey as an input towards where density should be focused
- Brian suggested that on pg 17 first paragraph we insert the following after open Space; 'Unless trees are retained on private property the Town will have no prospects of meeting any meaningful urban tree canopy'
- Paul made a suggestion that the Town should incorporate an engagement & educational program for street tree plantings
- Emma suggested to add in new point Pg24, sub heading objectives " Educate & Engage with the local community on the value of the urban forest asset and how they can contribute to its growth and care"
- Emma suggested to add in new point Pg 24, sub heading Goals; New goal to be added "Identify opportunity to introduce or retrofit drainage to represent water sensitive urban design".
- Comment was made about moving meeting to after working hours to allow both Kylie and Alison to attend the meetings; after discussion group agreed that community members will meet after hours to discuss issues and review documents then available members will report the findings back to Town officers to discuss proposals in meeting during work hours.
- Paul advised he will send group email to canvas suitable time for these meeting to occur, he will then advise Simon of time and date so that Simon can book the Library meeting room
- Meeting adjourned at 3:40pm and the working group will meet again on Tuesday 21st June at 2pm

Liveable Town Advisory Committee
Urban Forest Working Group
Meeting Notes
21.06.16

Apologies: Alison Healey, Kylie Turner & Greg Peterson

- Group discussed meeting notes from previous meeting
- Confirmed that community members will meet after hours to review policy documents as outlined Agenda for task 2 and 3 and will report back to Town officers to discuss in a meeting during work hours. Paul Bridges to liaise with community members and confirm meeting date and time in order for the TOB to book library meeting room.
- Group discussed the following new goal to be added on pg 24; 'Apply water Sensitive Urban Design principals where opportunities arise and retrofit where possible.'
- Comment made to update vision to break up sentence and change the word 'Increase' to 'Increased'
- Insert a full stop after Diversity, replace the word 'which' with 'This'
- Under sub heading Objective, Point 3 add in 'and Diversity'
- Paragraph below objectives, needs to specify increased population density
- Remove words 'we have' from last paragraph

New goal; 'Lobby the State Government in conjunction with other Local Government peak bodies, to review the Residential Design Codes to include genuine open space that can accommodate retention of trees on site or provision of new trees'

- Emma suggested make goals more quantifiable
- Suggestion was made to investigate relocation of unwanted mature trees on private property
- Paul suggested tasks for the group be split into following headings; 'Private Property, Road Reserve & Public Open Space'
- Comment made on current goal to change 'Increase' to 'minimise loss of tree canopy in private realm', Remove the %
- Following new goal to be inputted; 'Develop Community participation to implement the Urban Forest Strategy, through demonstration models and programs'

Heading; A milestone Approach

- Remove all paragraphs on page down to paragraph beginning 'To Formalise'

Meeting finished at 4pm

Date	Item	Details	Action	Status
9 Feb 2016	LTAC – 4/02/16	MOVED Cr Renee McLennan, Seconded Kylie Turner, that the Committee recommends that Council provides sponsorship of \$1,000 under the Community Events Sponsorship Program, to the Ashfield Primary School to assist with the staging of the Harmony Day Corroboree on Tuesday 21 March 2016, and that a sponsorship agreement is prepared between the Town and the Ashfield Primary School to outline the conditions of the sponsorship.	Council resolved to support the recommendation; Funding Agreement executed; funding provided; event conducted; acquittal provided	Completed. Recommend deletion
	LTAC – 7/02/16	MOVED Victoria Brown, Seconded Kylie Turner, that Graeme Haggart, Jeanette Maddison, Clara Pound, Kylie Turner and Cr Renee McLennan meet to discuss and identify the formation of potential working groups and that these working groups be distributed to the Committee for comment prior to the next meeting.	Graeme and Kylie met soon after the meeting to order the “brainstormed” items to within a framework. This was circulated to the working party members for feedback. The Working Party met on 16 March to precipitate a series of Working Groups to priority projects. (April 16)	Completed. Recommend deletion
12 April 2016	LTAC – 1/04/16	MOVED Victoria Brown, Seconded Cr Renee McLennan, that the Committee supports a six month trial of a parklet in front of 25 Old Perth Road, Bassendean, and recommends Council approval.	Council resolved to support the trial; Economic Development Officer working with proponents to produce plans to a standard prior to the issuing of a licence.	In progress
	LTAC – 2/04/16	MOVED Angie Piantadosi, Seconded Kylie Turner, that: 1. The following Working Groups be established: a) Urban Forest Working Group with membership to include Kylie Turner, Alison Healey, Angie Piantadosi and Cr Paul Bridges; b) Renewable Energy Working Group with membership to include Kylie Turner, Angie Piantadosi and Cr Renee McLennan; c) Regional Playground Working Group with membership to include Jeanette Maddison and Cr John Gangell; and 2. In each case, members of the community and relevant staff will be seconded to the Working Groups.	Working Groups established.	Completed. Recommend deletion

Date	Item	Details	Action	Status
	LTAC – 5/04/16	MOVED Cr Renee McLennan, Seconded Alison Healey, that the Committee recommends that Council provides sponsorship of \$1,000 under the Community Events Sponsorship Program, to the Bassendean Arts Council Inc. to assist with the staging of the Family Day at Bindaring Park on Sunday 18 September 2016, and that a sponsorship agreement is prepared between the Town and the Bassendean Arts Council Inc. to outline the conditions of the sponsorship.	Council resolved to support the recommendation; Funding Agreement executed; funding provided.	In progress
7 June 2016	LTAC – 1/06/16	MOVED Jeanette Maddison, Seconded Angie Piantadosi, that the next Bassendean Briefings include an introduction to the Liveable Town Advisory Committee and a request for those with areas of expertise within the Town who are willing on a voluntary basis, to offer advice and assistance to working groups to improve the liveability of the Town, provide their names and areas of expertise for a list to be drawn upon to assist in committee determinations.	Article included in the August-September Bassendean Briefings edition (edition 110).	Completed. Recommend deletion
	LTAC – 4/06/16	MOVED Cr Renee McLennan, Seconded Kylie Turner, that Committee recommends Council: 1. Authorises the CEO to enter into discussions with the City of Fremantle to contract the services of “Buster the Fun Bus” on Thursdays in Term 3 2016; 2. Receives an Officer report on the outcome of the trial period at the September Ordinary Council Meeting; and 3. Considers allocating \$6,000 in the draft 2016/2017 budget to fund “Buster the Fun Bus” for the trial period, and if determined, for term 4 2016.	Council supported Committees recommendation. Buster was not funded as a defined line item in the budget as the budget had been set by the time Council approved for the item to be listed. Buster is unavailable for the Town in Term 3 as desired but is being negotiated for a 6-week period from start of term 4. Funding can be sourced from within adopted budgets if proceeded with.	In progress