

**TOWN OF BASSENDEAN**  
**NOTICE OF A MEETING OF THE**  
**LOCAL STUDIES COLLECTION MANAGEMENT**  
**COMMITTEE**

Dear Committee Member

A meeting of the Local Studies Collection Management Committee is to be held in the Council Chamber, 48 Old Perth Road, Bassendean, on Thursday, 16 April 2015, commencing at 9.30am.

Mr Bob Jarvis  
**CHIEF EXECUTIVE OFFICER**

8 April 2015

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**A G E N D A**

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

**Acknowledgement of Country**

The Town of Bassendean acknowledges the People of the Nyoongar Nation as the 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** **PUBLIC QUESTION TIME AND ADDRESS BY MEMBERS OF THE PUBLIC**

*Members of the public who wish to do so may ask questions or address the Committee at this point in the agenda.*

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

Apologies

Cr Paul Bridges

**4.0 DEPUTATIONS**

**5.0 CONFIRMATION OF MINUTES**

**5.1 Minutes of the Meeting held on 5 February 2015**

OFFICER RECOMMENDATION – ITEM 5.1

That the minutes of the meeting held on 5 February 2015 be confirmed as a true record.

**6.0 DECLARATIONS OF INTEREST**

**7.0 BUSINESS DEFERRED FROM PREVIOUS MEETING**

**8.0 REPORTS**

**8.1 2015/16 Budget Adjustment**

BACKGROUND

The Committee examined and made a recommendation for an operating budget of \$7,200 for the 2015/16 financial year. This determination was made with a boundary adjustment in mind.

The continuation of Bassendean as a separate entity and the continuation of Committee, along with Reconciliation Action Plan implementation implications, brings about the need for a re-evaluation of the proposed activities for the Local Studies Collection and the budget .

## COMMENT

Without anticipating any other decisions that the Management Committee may contemplate as necessary in the next 12 months, the need to meaningfully address some of the opportunities identified by the RAP could be looked at now to enable budget provision to be made.

It is suggested that the Committee examines the merit of implementing a parallel sequence of oral Interviews with local or significant Indigenous community members commencing later in 2015.

If three oral history interviews were completed each year, additional to the current three, then a budget adjustment of \$5,000 should be made.

This would mean that the recommendation to Council for the Local Studies Collection would now be \$12,200 rather than the \$7,200 originally proposed.

The Committee is asked to consider this possible course of action and make a recommendation accordingly

## **8.2 Reconciliation Action Plan - Implications for the Management Committee**

### BACKGROUND

The Town adopted a Reconciliation Action Plan in April last year. The RAP was developed to ensure aspirations and needs of Aboriginal community members were accurately represented in the community's vision of the Town in the future.

In October 2014, consultants reviewed the accessibility and appropriateness of services and infrastructure to ATSI people and one of the recommendations in the progress review report relates directly to progressing the awareness of and information on ATSI people within Local Studies .

That recommendation is as follows:

*“Consider seeking grant funding and working cooperatively with ATSI groups (such as South West Aboriginal Land and Sea Council (SWALSC) and others for the following:*

- 1. To record oral histories and develop written histories of the region , including its more recent history from a range of perspectives (ie last 50 years);*

2. *To develop specific heritage information available to Town staff and the community, including a display or exhibition as appropriate on the areas of cultural significance in the Town;*
3. *To develop Bassendean specific information and stories for school children in the area (possibly in co-operation with the Education Department); and*
4. *Consider appointing an ATSI representative to the Local Studies Collection Management Committee or ensure that an ATSI representative is invited to meetings when matters impacting the ATSI community are being discussed.”*

#### COMMENT

This report seeks to bring items 1, 2 & 3 to the Committee's attention as information for the moment, although they will be included part of our future Collection Policy development and Local Studies Collection activity.

The fourth recommendation related to the consideration of either appointing an ATSI representative to the Management Committee or calling an ATSI representative, as needed, to assist Committee impacts directly on the Instrument of Appointment and Delegation.

The Committee is asked to discuss its preferred operational model, ie an additional member on the Committee or a consultancy member and make a determination.

A recommendation to Council can then be forwarded for consideration.

### **8.3 Photographic Capture of the Town**

#### BACKGROUND

The Committee requested that the Manager Library & Information pursue the matter of an additional copy of the photographic data (from the complete Township ) being obtained from ARRB and then having that copy available from a more publicly accessible PC within the main Library hall.

#### COMMENT

Contact was made some time ago with Mark Tsang from ARRB and he was able to offer a second copy of the data for this purpose provided the Library supplied a PC with optimal capacity and software.

Mr Tsang also offered to personally install the data and train staff on the (more) user friendly version he is supplying.

One of the Library's existing public PC's within the main hall area was upgraded to accommodate the data and follow up contact was made with Mark Tsang.

Mark visited the Library on 27 March and installed an updated version onto the Local Studies PC and then installed the same data onto Public Access Computer 11 in the Library hall.

Some additional minor software installation remains to be undertaken by the Town's IT people before this data will be easily available to the public user.

The upgraded data referred to here more easily enables access to street addresses than the original data supplied. This data supply and upgrade has been made available without charge, provided we ensure the data is not used commercially.

Access to this photographic data is not available via the website. People will need to visit the Library in order to see images.

#### **8.4 Local Studies Librarian's Report**

The Local Studies Librarian attended the Public Libraries WA Conference 2015 at the University of Western Australia. A fantastic range of speakers provided information on the International Library Federation Association (IFLA) Trend report including three international librarians.

The Local Studies Librarian provides weekly Tuesday Treasures on the Library's Facebook page. This information has been accessible for nearly one year and a monthly post entitled "*On This Day*" means that five posts of local historical content is provided each month to the community.

The Local Studies Librarian attended a Closing the Gap lunch at the Town of Bassendean on 19 March and met with local Aboriginal elders. A guide to Indigenous information within the Local Studies Collection has been created.

### Collection Management

An oral history interview was completed in March with Mrs Carlle Bentley relating to the Bassendean Preservation Group. The final interview for the financial year will be conducted with Mr Albert Corunna.

### New items

A photographic collection from Steve Perkins, covering the redevelopment of the Bassendean Village Shopping Centre, was purchased.

Images of the Riverside Vineyard owned by the Nicoletto family were also purchased from Steve Perkins. These were photographed with permission from the family.

Mr Grogan donated information from the Australian Bicentennial Project (1988) "Remembering Them", including nomination forms for certificates which relate to photographs which already exist in the Local Studies Collection.

Four leases were received for Bassendean Town Hall to be used as a cinema in 1944 and the 1950's. Information on Bassendean Bowling Club's history and contemporary results were obtained from the Club's website.

Business information on local award winning business Technology Assisting Disabled in Western Australia (TADWA) in the media was collected.

Biographical information about the Townsend family and Fred Mead was identified.

Can You Tell What It Is Yet? My Autobiography by Rolf Harris 2001. (donation)

### Processing

The Bassendean Briefings February - March No. 101 has been indexed into the Library Catalogue.

Newspapers - 72

Books - 6

Rates Book Indexing – 50,902

### Enquiries

A member of the public enquired about descendants of Anzac soldiers within the Town of Bassendean. Information on accessing service records and how to research family history, was provided and the patron was referred to the RSL.

Access to historical photographs from Bassendean was requested and instructions on using the Library catalogue provided.

A member of the public wanted information about the History of Bassendean. local history books and resources were supplied.

A member of the public wanted his grandfather's WWI service record which was provided through the National Archives of Australia (on-line) and information from AIF website. Information was provided about accessing WWII service records from the National Archives of Australia.

A member of the public examined information held in the Local Studies Collection on the Bassendean Volunteer Fire Brigade.

A newspaper reporter wanted information on local history relating to World War I. Information on soldiers listed on the Bassendean War Memorial was provided.

A member of the public wanted a copy of a photograph located in the Local Studies Collection and this was provided electronically.

Information on Street Tree Register was requested and the heritage status of the Morten Bay Fig tree. Information was provided about nominating sites for the State Heritage Register.

### Surrey Street Steering Committee

The Committee will meet soon with a date to be advised.

### History Review Steering Committee

Committee members met on 9 February and 23 March 2015 to discuss the publishing process with a decision to call for expressions of interest. The Local Studies Librarian has been making progress with images which continue to be identified and sourced for the proposed publication.

### OFFICER RECOMMENDATION – ITEM 8.4

That the Local Studies Librarian's report be received.

## **8.5 Management Committee Meeting Dates to December 2015**

### BACKGROUND

The Town Council regularly reviews the dates for its committees to ensure that frequency and timings don't clash.

The Council will receive a report in April which recommends that the Local Studies Collection Management Committee meetings are held on 6 August and 5 November in 2015.

Committee members are asked to make a diary note.

## **8.6 Financial Activity Statement**

The Financial Activity Statement up until 31 March 2015, is shown below.

**LOCAL HISTORY EXPENDITURE 2014/2015**

Date	Description	Credit
	<b>Income as at 31 March 2015</b>	<b>\$ 80.00</b>
5/02/2015	History Book	\$ 20.00
	<b>Income Received from 1 July 2014 to 31 March 2015</b>	<b>\$ 100.00</b>
	<b>SUMMARY</b>	
	<b>Total Income for 2014/2015 - from 01/07/2014 to 31/03/2015</b>	<b>\$ 100.00</b>
	<b>Budget for 2014/2015</b>	<b>\$ 150.00</b>
	<b>Income required to meet Budget</b>	<b>\$ 50.00</b>

**LOCAL HISTORY PROJECT EXPENSES 2014/2015**

Date	Description	Debit
	<b>Expenditure as at 31 January 2015</b>	<b>\$ 1,555.77</b>
05/12/2014	COMMONWEALTH CREDIT CARDS LIBRARY - WAGS ANNUAL MEMBERSHIP CREDIT CARD - DEC 2014	\$ 90.91
09/02/2015	TOWN OF BASSENDEAN-PETTY CASH LIBRARY - LOCAL STUDIES - MEETING CONSUMABLES & 1 STORAGE CABINET	\$ 284.00
18/02/2015	FLAIR PHOTOGRAPHY TO PHOTOGRAPHIC CAPTURE OF BASSENDEAN VILLAGE UPGRADE	\$ 1,363.64
27/02/2015	FLAIR PHOTOGRAPHY TO PHOTOGRAPH NICOLETTO PROPERTY ON WEST ROAD	\$ 300.00
26/02/2015	WEST-NET IMAGING PTY LTD TO MICROFILM ESR & ECHO NEWSPAPERS AS SUPPLIED	\$ 1,430.59
06/03/2015	WEST-NET IMAGING PTY LTD TO MICROFILM ESR & ECHO NEWSPAPERS AS SUPPLIED	\$ 1,810.02
	<b>Expenditure From 1 July 2014 to 31 March 2015</b>	<b>\$ 6,834.93</b>
16/02/2015	<b>Outstanding Purchase Order</b> Interview's & Transcripts with various individuals	\$ 1,909.00
		<b>\$ 1,909.00</b>
	<b>SUMMARY</b>	
	<b>Total Expenditure 2014/2015 - from 01/7/2014 to 31/03/2015</b>	<b>\$ 8,743.93</b>
	<b>Budget for 2014/2015</b>	<b>\$ 11,000.00</b>
	<b>Balance of Expenditure to Budget</b>	<b>\$ 2,256.07</b>

OFFICER RECOMMENDATION – ITEM 8.6

That the Financial Activity Statement up until 31 March 2015, be received.

**9.0 MOTIONS FOR 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 is to be held on Thursday, 6 August 2015,  
commencing at 9.30am.