

# **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, 13 June 2017, commencing at 7.00pm.



Mr Simon Stewert-Dawkins  
**ACTING CHIEF EXECUTIVE OFFICER**

9 June 2017

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## **AGENDA**

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**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.

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

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**3.0 DEPUTATIONS**

**4.0 CONFIRMATION OF MINUTES**

**4.1 Minutes of the Bassendean Liveable Town Advisory Committee meeting held on 11 April 2017**

**OFFICER RECOMMENDATION – ITEM 4.1**

That the minutes of the Bassendean Liveable Town Advisory Committee meeting held on 11 April 2017, 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 Committee Work Program**

**Renewable Energy Working Group**

The Renewable Energy Working Group met on 18 May.

The Notes of the meeting are attached.

Items discussed include:

- Productivity of meetings and new initiatives
- The Town's Carbon Reduction Planning processes including presentation by Mr Bruce Armstrong who provided the group with an overview of his background work with Australian Electric Vehicles Association (AEVA) (WA Branch), Sustainable Energy Now (SEN) and Electric Vehicles Association; and
- Other LGA Renewable Energy Policies and Initiatives.

With regard to the progress of tasks listed in the REWG Terms of Reference, the first task listed, being to review the current uptake of renewable energy in the Town of Bassendean, has been accomplished and currently the Group is looking at the solar uptake and other initiatives the Town is already involved with. Introduction of new initiatives is also being considered.

In relation to the remaining tasks, the REWG wishes to bring to the attention of the LTAC, that it is experiencing some issues in addressing these and is currently reviewing its processes.

To progress tasks and aims/outcomes, it is requested that consideration be given to amending the wording of the final dot point under the heading “Purpose” in the REWG Terms of Reference, as follows:

From:

- “Develop policy guidelines about the installation and uptake of renewable energy in the Town of Bassendean.”

To:

- “Provide feedback and input for staff to develop policy guidelines about the installation and uptake of renewable energy in the Town of Bassendean.”

#### Regional Playground Working Group

The Regional Playground Working Group met on 24 May.

The consultants presented the concept design and received queries from the Working Group. Following discussion on the matter, the Working Group endorsed, as presented, the Facility Concept Plan.

The next step in the process is for the Regional Playground Concept Plan to be endorsed by Council for a period of public comment. All feedback received during the public comment period will be collated and workshopped with the consultants and the Working Group. Any agreed changes will then be made by the consultants and a further report will be presented to Council for final design approval.

### OFFICER RECOMMENDATION – ITEM 8.1

That:

1. The Working Party progress reports be received;
2. The final dot point under the heading “Purpose” in the Renewable Energy Working Group’s Terms of Reference, be amended as follows:

From:

- “Develop policy guidelines about the installation and uptake of renewable energy in the Town of Bassendean.”

To:

- “Provide feedback and input for staff to develop policy guidelines about the installation and uptake of renewable energy in the Town of Bassendean.”; and

3. Council endorses the Regional Playground Concept Plan and that it be presented for a period of public comment.

## **8.2 Ongoing Activity Progress Reports**

### **RECREATION**

#### ***Participation in Sport and Recreation, Leisure Activities***

The Town’s RELax Program continues to attract high enrolment numbers with 209 people registering in courses for Term 2.

A highlight for Term 2 was the staging of the first Aboriginal cultural workshop *Introduction to Noongar History and Culture* on Wednesday 24 May 2017, 6.30pm – 8.30pm with 29 people in attendance. The workshop was presented by Ms Dale Tilbrook who delivered an engaging and thought provoking session. Officers are exploring opportunities to stage additional Aboriginal cultural workshops in the future.

The Mary Crescent Reserve Playground concept design has been finalized. Tenders will be invited for the proposed works, and subject to Council approval, construction will commence in the near future.

A total of 22 KidSport applications, equating to \$4,235, have been processed from April to June 2017 to assist junior sport players participate in their preferred sport.

Of the 22 applications, there are 13 male and 9 female, including one with a disability and 6 Aboriginal participants.

### ***Facility Management***

Consultant's AECOM Australia Pty Ltd are well underway in completing the Community Facilities and Ovals/Reserves Audit and Needs Assessment for the Town. The community consultation phase is near completion, with an interim report of findings presented to a Councilors Workshop on Tuesday 30 May. The final report is expected to be completed by mid to late July 2017. A copy of the presentation to Councilors has been included as an attachment.

### **CULTURE**

#### ***Public Events***

##### **2017 NAIDOC Family Day**

In partnership with Derbarl Yerrigan Health Service Inc., planning is well underway for the staging of the 2017 NAIDOC Family Day to be held on Thursday 6 July 2017 at Ashfield Reserve, 10.30am – 3pm. The event will also include the Dandjoo Koorliny Reconciliation Walk that departs from Council's Administration Centre from 10am.

The theme for NAIDOC 2017 is *Our Languages Matter*, which aims to emphasise and celebrate the unique and essential role that Indigenous languages play in cultural identity, linking people to their land and water and in the transmission of Aboriginal and Torres Strait Islander history, spirituality and rites, through story and song.

Key features of the NAIDOC event will include: the Dandjoo Koorliny Reconciliation Walk, Deadly Jobs Expo, Youth Zone, Moorditj and live music from Gina Williams, Abmusic Showcase, Hot Likwid and the Madjiti Moorna Choir and more.

All members of the Liveable Town Advisory Committee are invited to participate in the Dandjoo Koorliny Reconciliation Walk from 10am at Council offices at 48 Old Perth Road, and then down onto Guildford Road to Ashfield Reserve for the commencement of the event at 10.30am.

### Australia Day Event Review

Officers have engaged experienced Communications professional Ms Rania Ghandour to develop a multi-layered communications strategy which includes a community consultation program, community survey and a crisis communications plan. Community consultation will occur in June and early July.

The working group established to review the Australia Day event will be re-engaged to review the communications strategy. A final report including findings from the survey with recommendations on the future of the Australia Day event will be tabled at the July 2017 Ordinary Council meeting.

Ms Ghandour was previously the Communications/Public Relations Manager for the Perth International Arts Festival and was instrumental in attracting the *Giants* in 2015.

A further report will be provided at the LTAC meeting.

### ***Heritage – 1 Surrey Street / Bassendean Pensioner Guard***

In November 2015 Council (OCM 6/11/15) endorsed a option 2c SIA Architect design for the restoration works associated with the Pensioner Guard Cottage, Residence and Community space. The detailed designed were completed, statutory approvals obtained and in February 2017 a Lotterywest grant of \$375,000 received for the project.

In April 2017 a Notice of Motion was supported by Council (OCM 3/04/17) not to proceed with the option 2c design and to prepare plans consistent with the option 1 design.

In May 2017 Council (OCM–12/05/17) resolved to:

1. *Lists for consideration in the draft 2017/2018 budget \$114,245 for the 1 Surrey Street Option 1 to tender separately for:*
  - i) *A heritage architect to project manage the consultation, design and construction; and*
  - ii) *A museum consultant to design the interpretation of the museum component.*
2. *Lists for consideration in the draft 2018/2019 budget \$10,000 to engage to suitable consultant to develop a schools' curriculum program in relation to the proposed Pensioner Guard Cottage museum;*

3. *Lists for consideration in the draft 2018/2019 Capital Works budget \$980,000 for the restoration and construction works to the residence, pensioner guard cottage, associated community facilities and museum interpretation at 1 Surrey Street, Bassendean; and*
4. *Requests the CEO write to Lotterywest and request a negotiated extension for the initial draw down of grant funding for 1 Surrey Street - Lotterywest Application No. 421010236.*

### ***Other Cultural Projects***

#### **Cultural Plan**

Quotes are currently being obtained for a suitably qualified consultant to develop a new cultural plan for the Town.

#### **Community Events Sponsorship Application**

The Town has received one application for community events sponsorship from the St Mark's Anglican Church for the staging of *Bassendean's Got Talent (BGT)* on Saturday 17 June 2017 from 12noon to 3.30pm.

The St Mark's Anglican Church has successfully staged the event annually since 2015 and will once again be open to residents and/or people working in the Town. Local community groups such as the Bassendean Melody Club will feature in the event and for the first time in 2017, workshops on preparing your voice for performance, stage craft and management and preparing for comic performance will be staged as part of the *BGT*.

The Manager Recreation and Culture believes that the application for sponsorship from the St Mark's Anglican Church for the staging of the BGT should be supported up to the maximum of \$1,000 based on the following:

- The application meets the guidelines of the Community Events Sponsorship Program and the cultural objectives of the Town;
- The staging of the BGT provides opportunities for local residents to participate in the event; and,
- The event meets the objectives of the Corporate Plan to enhance the rich culture of heritage in the Town, supporting community connections, providing a safe environment and providing opportunities for residents to be lifelong learners.

Given that the *BGT* will be staged prior to the next Ordinary Council Meeting scheduled for Tuesday 27 June 2017, if the Liveable Town Advisory Committee agreed to support the application for sponsorship, a recommendation will be made to Council to retrospectively approve sponsorship of \$1,000.

## **ECONOMIC DEVELOPMENT**

### **NBN Switch On**

Parts of Bassendean and Eden Hill, as well as parts of Beechboro, Kiara and Morley (11,100 homes & businesses) were “switched on” to the NBN on 6 June. In coming weeks an additional 6,800 premises in more sections of Bassendean and Eden Hill as well as Guildford, South Guildford, Lockridge are expected to switch on. Ashfield and remaining parts of Bassendean are expected to be able to connect in coming months.

Access to fast broadband is designed to provide a range of benefits such as improved opportunities to work from home, better access to online education tools and more options for on-demand entertainment. Businesses will be able to improve their productivity through cloud based sharing with staff and customers as well as have increased opportunities to access new markets through e-commerce.

Switching to the NBN network is not automatic and all customers need to contact their preferred provider to place an order for their new internet and phone services. NBN will undertake a comprehensive communication campaign including local advertising, community information sessions, direct mail and door-to-door service calls to those within the area.

### **Old Perth Road Markets**

The Men’s Shed of Bassendean has completed the traffic management training and should be able to conduct its first traffic management services for the Markets in June.

By the end of June we will have completed:

New On-line booking system;  
New contract for Rotary;  
New contract for Men’s Shed; and  
New Community Fund Terms & Conditions.

### Business Census (survey) & Econ Dev Marketing

In tandem with the business census which was commenced on the 3 June, we will carry out research to Bassendean Means Business Digital Marketing Strategy. This is economic development marketing and the purpose is to ensure the efforts put into Economic Development are meeting the needs of our business residents. It will investigate what are Bassendean's strengths, what are the benefits Bassendean offers to business. There will be some round table discussions and engagement with a cross section of operators. This will be a key element of the new Economic Development Strategy (2018 – 2022). It will establish a clear understanding of the target outcomes sought, and position the Town as a distinctive location for emerging businesses.

### **CHILDREN SERVICES**

On Friday 12 May, a Mother's Day afternoon tea; Bassendean and a sundowner at Ashfield were held. Approximately 60 families attended the event. Children were involved in creating gifts and preparing food, the Ashfield children also performed songs to entertain and express their gratitude to their families.

Professional development for Educators has included Nutrition, Health and Wellbeing, Child Protection and Nature Play Pedagogy with the inspirational Claire Warden. Claire is a world renowned nature pedagogue from Scotland. Sally, Kirstie, Taylia and Kristyn have also undertaken fire warden safety training.

Ashfield Willows continue to connect to community and provide holistic learning through small group excursions. We recently attended the Town of Bassendean Reconciliation Day event, here children were exposed to Indigenous culture and language, a lovely morning was had singing and dancing. Also educators took a small group on the train to DFES to learn more about community and safety.

On Friday 19 May a licencing spot check took place at the Ashfield Centre. Everything was found to be compliant with only a note that some cupboard doors were chipped and required attention. A great outcome.

117 applications were received for the food coordinator position recently advertised, 6 have been shortlisted and interviews took place on Monday 29th May.

One applicant successfully fulfilled the criteria and came with excellent references, we are hoping they will join our team very soon.

- Sally and Kirstie recently attend an Industry Skills forum at North Metro TAFE. This was an opportunity for us to have input into what training is required for early childhood educators skill set and contribute to continuous improvement in training.
- Australian Children's Community Services (ACCS) AGM will take place in Canberra on June 13 and 14. As the West Australian representative and also National Treasurer, Sally will be joining the conversations to promote and identify the political platform for Community based children's services advocacy. The Town of Bassendean's Children's Services will be in the very capable hands of Kirstie Walker while Sally is away.

OFFICER RECOMMENDATION – ITEM 8.2

That the Officers' ongoing activities progress reports be received.

**8.3     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 8.3

That the completed resolutions of the 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 is to be held on Tuesday, 8 August 2017, commencing at 7.00pm.

Date	Item	Details	Action	Outcome
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.	No progress made since the last meeting	In progress
12 April 2016	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.	Bindaring Family Day was successfully conducted on Sunday 7 May.	Completed. <b>Recommend deletion</b>
11 October	LTAC –1/10/16	MOVED Alison Healey, Seconded Jeanette Maddison, that Committee recommends Council: <ol style="list-style-type: none"> <li>1. Approves the installation of the constructed Little Free Library on the verge at 23 Kenny Street provided plans acceptable to the Town are first submitted that demonstrates how inherent risks to the Town are to be managed; and</li> <li>2. Receives a report with a revised Permissible Verge Treatment Policy that permits a Little Free Library structure.</li> </ol>	No further progress from the last meeting. Revised Permissible Verge Treatment Policy to be considered by Council in the near term. The draft revised Policy will then go out for public comment ahead of adoption.	In progress

Date	Item	Details	Action	Outcome
<b>7 February 2017</b>	LTAC – 2/02/17	<p>1. Liveable Town Advisory Committee forms a Working Group, comprised of the membership outlined in this report to review the staging of the Town's Australia Day event;</p> <p>2. Scope of the review be focused around:</p> <ul style="list-style-type: none"> <li>● The sensitivity of holding the event on 26 January each year;</li> <li>● The effectiveness of the Town's Australia Day event from the perspective of measuring the quality and impact of the event and experiences;</li> <li>● The current investment by the Town, complexity of the event each year and risk management issues associated with the fireworks and overall event management;</li> <li>● The Cultural Plan review that will be conducted in the first half of the 2016/2017 financial year;</li> </ul> <p>3. Working group report back to the April 2017 LTAC meeting with at least their interim findings and recommendations; and</p> <p>4. An independent consultant be appointed to facilitate the review process.</p>	Working Party formed; has met; and report on progress made provided elsewhere in this agenda	In progress

Date	Item	Details	Action	Outcome
	LTAC – 5/02/17	MOVED Jeanette Maddison, Seconded Victoria Brown, that the Committee recommends that Council provides sponsorship of \$1,000 under the Community Events Sponsorship Program to the Bassendean Church of Christ to assist with the staging of the Easter Fair on Sunday 9 April 2017 at the Church premises at 4 Ivanhoe Street, Bassendean, and that a sponsorship agreement is prepared between the Town and the Bassendean Church of Christ to outline the conditions of the sponsorship.	Event conducted.	Completed. <b>Recommend deletion</b>