



TOWN OF

Bassendean

AGENDA

Arts, Culture and Events Committee

Tuesday 7 March 2023

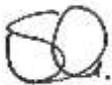
Notice is hereby given of the meeting

to be held in the Council Chamber

Administration Building

48 Old Perth Road, Bassendean WA 6054,

commencing at 3:30 pm



Luke Gibson
CHIEF EXECUTIVE OFFICER (INTERIM)

1 March 2023

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1 Declaration Of Opening; Acknowledgment of Country; Acknowledgment of Visitors; Disclaimer

Acknowledgement of Traditional Owners

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 Announcements by the Presiding Member without Discussion

3 Attendances, Apologies and Leave of Absence

4 Declarations of Interest

5 Presentations or Deputations.

6 Confirmation of Minutes

6.1 Confirmation of Minutes - 29 November 2022	
Attachments	1. Arts Culture and Events Committee Minutes 29 November 2022 [6.1.1 - 15 pages]

Officer Recommendation – Item 6.1

That the minutes of the Arts, Events and Culture Committee meeting held on 29 November 2022, be received and be confirmed as a true record.

7 Business Deferred from Previous Meeting

8 Reports

8.1 Draft Arts, Culture and Events Strategy (Adoption)	
Attachments	<ol style="list-style-type: none"> 1. Attachment 1 - Draft ACE Strategy - Tracked Changes [8.1.1 - 17 pages] 2. Attachment 2 - Draft ACE Strategy Responses [8.1.2 - 9 pages] 3. Attachment 3 - ACE Survey Summary - Local Resident Survey [8.1.3 - 18 pages] 4. Attachment 4 - Schedule of Submissions - Draft Ace Strategy - Open Ended Responses [8.1.4 - 14 pages] 5. Attachment 5 - Draft ACE Strategy Costings [8.1.5 - 2 pages] 6. Attachment 6 - Draft ACE Strategy - Final Version [8.1.6 - 16 pages]

The purpose of this item is to consider a draft Arts, Culture and Events Strategy (ACE Strategy) for the purposes of adoption.

Background

At its 29 November 2022 meeting, Committee adopted the draft ACE Strategy for the purposes of advertising (Attachment 1) with the inclusion of an event for Pride Week in November 2023 and collaboration with Swan Districts Football Club for a NAIDOC event in July 2023.

Consultation

The Strategy was advertised between 17 January 2023 and 10 February 2023 in the following manner:

- The consultation displayed on the Town's website;
- The staging of an engagement event "Creators on the Green" on Friday 3 February 2023; and
- Copies of the draft Policy were made publicly available at the Town's Customer Service Centre and Library.

At the close of the submission period, 148 submissions were received. A copy of the responses is contained as Attachment 2, with the content of the submissions further discussed below.

One submission was received which summarised responses from a survey run independently by a local resident via social media. This is included as a separate attachment for Committee consideration (Attachment 3).

The top five themes from answers in *Question 1: What arts and culture projects would you like to see implemented in the Town* were (in order):

- Live Music;
- Public Art & Murals;
- Indigenous Culture;
- Art Exhibition/Competition;
- Tied: Major Events like Fringe and Big Day Out; Activities for children/family friendly; and Infrastructure (theatre, art studio spaces, creative hub, community centre);

Survey responses for *Question 2: What type of events would you like to see staged in the Town* consisted of a selection of five options where respondents were able to select more than one. These responses are displayed in the graph below, with the text responses to “Other” attached and detailed below (Attachment 4).

In response to this feedback, new items have been added to the draft ACE Strategy to provide for regular local-scale live music events, an annual art exhibition, and learning opportunities and workshops throughout the year which can incorporate themes rotating between local history, Indigenous culture, craft, and the arts.

Changes to the Draft ACE Strategy

The following changes have been made to the draft ACE Strategy:

- Addition of a visual art exhibition in the 2024-2025 and 2025-2026 financial years to action 5.1.1;
- Removal of action 5.1.3 Create and maintain a Bassendean Gallery Graffiti Mural due to this project being finalised in the previous financial year;
- Removal of action 5.1.8 Deliver digital artworks for the Bassendean Green Trail due to this project also being finalised in the previous financial year;
- Removal of the word “public” in action 5.1.9 Maintain the Town’s public art collection to exclude public art installations as they are not addressed in this policy;
- Addition of regular arts and crafts workshops to be provided in action 5.1.11;
- Action 5.2.8 edited to separate the Community Grants Program and Community Awards. Community Awards are now addressed in action 5.2.10;
- Addition of regular historical and cultural workshops to be provided in action 5.2.10;
- Sustainability and Environment added to co-lead delivery of action 5.3.7 Research and consider a natural heritage “green” activation, event, or festival in partnership with key internal and external stakeholders;
- Addition of regular local-scale live music events to be provided in action 5.3.18.

Local Collaboration

The survey also requested details of any respondent who wishes to collaborate in future ACE activities. The details of 47 people were provided which will be kept in a database, consisting of:

- 11 x Visual Artists;
- 5 x Musicians;
- 1 x Event Organiser;
- 8 x Community Groups; and
- 22 x Other.

Bassendean Markets

It is noted that the agreement for the hosting of the Bassendean Markets concludes on 30 June 2024.

In light of feedback in support on the markets, the draft Strategy has been amended to facilitate the markets for the lifespan of the Strategy. The Town will be required to separately enter into negotiations with Chaos Theory Events (operators of the markets) to determine whether they seek to continue providing the markets, or alternative, seek an alternative provider. If no provider/ agreement can be reached, the Strategy can be amended to reflect discontinuation of the markets in subsequent financial years.

Bassendean Community Cinemas

Similar to the Bassendean Markets, the agreement for the Telethon Community Cinemas (TCC) concludes in the 2022/23 financial year (30 April), with the option for a 1-year extension to be exercised for 2023/24. Funding for the cinemas has been proposed for the lifespan of the plan given community support, however, Council will need to approve a new licence agreement for 2024/25 and beyond should the staging of the TCC be supported.

TCC have advised the Town that they wish to exercise the option for a 1-year extension and have also requested an indication from the Town if the licence agreement will be extended beyond 2023/24. Currently, a 1-year extension prevents long term planning particularly in securing sponsorships and investing in infrastructure but knowing that an extended term is forthcoming for 2024/25 and beyond, will assist TCC to assess the viability of staging cinemas within the Town.

Whilst a new licence agreement cannot be approved until the 1-year extension has expired (post 30 April 2024), it would be advantageous for Council to provide an indication that a new licence agreement will be supported for 2024/25 and beyond as part of the 2023/24 budget process. Confirming Council's support will benefit both the Town and TCC for planning purposes.

Date of January Citizenship Ceremonies

The Australian Citizenship Ceremonies Code sets out the requirements for conducting citizenship ceremonies in accordance with the *Australian Citizenship Act 2007*. Councils have previously been required to conduct citizenship ceremonies on Australia Day under the Code, however, there has been a recent announcement stating local governments will now be able to hold their ceremony on 26 January, or on the three days before and after. As a result, Cr McLennan sought that the Town schedule future Citizenship Ceremonies and any associated community events on a date other than 26 January 26.

In considering the minutes of the Arts, Culture and Events Committee Meeting of 29 November 2022, Council resolved to endorse the minutes which noted that the Town will continue to deliver a neighbourhood level event for residents to recognise Australia Day.

Should Council resolve to no longer conduct citizenship ceremonies on Australia Day, the Town will need to conduct the ceremonies either within three days prior or three days after in accordance with the Australian Citizenship Ceremonies Code.

It is recommended that Council's decision on this matter is embedded into the adopted ACE Strategy.

Budget Implications

The draft ACE Strategy contains a series of actions which, if adopted, will need to be funded and implemented.

Each action contained within the draft Strategy has been costed to provide Council an indication of future funding required to implement the Strategy (Attachment 5). The total cost of delivery the ACE Strategy over the four-year lifespan is \$674,977.

The cost of delivering the draft ACE Strategy in the 2022/23 financial year is \$84,477; of which approximately \$4,077 is for new programs (that is, beyond the existing programs which are already funded in the adopted budget).

Council will be required to consider funding the actions in each financial year as identified by the draft ACE Strategy through subsequent budget processes, as well as consider the reputational risk associated with adopting actions that cannot be implemented due to lack of available funds.

Officer Recommendation – Item 8.1

That the Committee recommends that Council:

1. Advises of its preference regarding the scheduling of future January Citizenship Ceremonies and any associated community events;
2. Adopts the draft Arts, Culture and Events Strategy as attached (Attachment 6), subject to it being amended to reflect the decision made as part of Item 1 above; and
3. Supports the consideration of a new licence agreement for the staging of the Telethon Community Cinemas for 2024/25 and beyond as part of the 2023/24 budget process.

8.2 Decommissioning of Artworks

Attachments	<ol style="list-style-type: none"> 1. Attachment 7 - Council Policy - Art Acquisition Management and Decommissioning Policy [8.2.1 - 3 pages] 2. Attachment 8 - Art Collection Review [8.2.2 - 6 pages]
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The purpose of this item is to consider decommissioning of artworks in accordance with Council Policy 4.2 - Art Acquisition, Management and Decommissioning.

Background

At its 29 November 2022 Meeting, Committee resolved to note that the Town will undertake an evaluation of artworks, to guide potential future disposal of artworks consistent with Council Policy 4.2 - Art Acquisition, Management and Decommissioning.

Current Artworks and Valuation

The Town currently has 65 pieces in the collection. Valuations were obtained in accordance with Committee’s previous recommendation, with the current estimated collective value being \$114,860. Valuations have previously been conducted in 2015 (totaling \$89,920) and 2009 (totaling \$272,900).

Council Policy 4.2 - Art Acquisition, Management and Decommissioning Requirements

The Policy provides that the Town may, at its absolute and sole discretion, remove any art from the collection for the purposes of selling, gifting, donating, storing, or otherwise disposing of the art, provided that the Town provides the relevant artist prior notice of its intentions and allows the artist the opportunity to purchase the art.

A copy of the Policy is attached for reference (Attachment 7). In the event that Town officers are unable to sell a piece listed for decommissioning following this process the subject will be brought back to the ACE Committee at the next possible meeting. A copy of the schedule of artworks, associated valuations and the Town’s recommendation for each piece is also attached.

The Town is of the opinion that due to the subjective nature of criteria *“a preference for artworks intended to excite the imagination of the public and increase the understanding and enjoyment of art”* this criteria should be considered by the Committee, and has therefore based its recommendation in this report on the remaining criteria alone.

25 pieces are recommended for decommissioning due to having no significant ties to the district through the artist or the represented themes, and one piece is recommended due to being a duplication.

The total value of the artworks recommended for decommissioning is \$39,950, which would reduce the collection value to \$74,910 as at its current valuation. A copy of the valuation and Town's recommendation is included as Attachment 8.

Officer Recommendation – Item 8.2

That the Committee recommends that Council authorises the disposal of artworks as detailed in the attachment in accordance with Council Policy 4.2 - Art Acquisition, Management and Decommissioning.

8.3 Use of Demountable Building for Artists

Attachments	1. Attachment 9 - Town of Bassendean GSTF Impact Report 2022 [8.3.1 - 9 pages]
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The purpose of this item is to consider the use of the demountable owned by the Town currently located at BIC Reserve adjacent the tennis courts.

Background

In considering the 29 November 2022 ACE Committee Minutes at its 13 December 2022 Ordinary Meeting, Council also resolved to request that staff provide a report to the next ACE Committee on the suitability of the vacant demountable located at the tennis courts to be offered via an expression of interest process for revolving half yearly Artist Residency Programs.

Statutory Requirements

The Town is required to ensure compliance with the *Building Act 2011* and the *Health (Public Buildings) Regulations 1992*.

Health (Public Buildings) Regulations 1992

Whilst the use of the demountable by a single artist in residence would not trigger application of the Regulations, should the building be used for art classes, it would be deemed a public building in accordance with the Regulations.

The demountable comprises of an office space, meeting room area, and two sanitary conveniences. The meeting room area was originally approved as a public building with a maximum occupancy of 20 patrons at any one time. The office space is not deemed a 'public building area' in accordance with the Regulations, however, removal of the wall separating the office from the meeting room and integrating the two areas, would increase the available floor space to approximately 30m²

The following details the maximum occupancy for various art related uses:

Use	Rate	Maximum
Art gallery, exhibition area, museum	4m ² per person	7 persons
Classroom	2m ² per person	15 persons
Meeting/ conference room	1m ² per person	30 persons

A previous inspection of the building by Health Services in 2020 found it to be satisfactory, however, an inspection undertaken in January 2023 revealed the balustrading along the ramp to be loose. Should the building be occupied by the public, this matter should be addressed, as well as testing and potential cleaning of the air conditioning unit.

The sanitary conveniences comprise of two toilets and two hand basins which are adequate. If the facility is used for art purposes, any equipment, utensils used for art must be washed in a sink and not onto BIC Reserve. Any wastewater associated with a business which is discharged into the environment is deemed an unauthorised discharge. It may be necessary for a separate 'art sink' to be installed if there are concerns by prospective artists/ classes with using the sink in the kitchen for washing brushes/palettes etc., which may also result in increased plumbing maintenance for oil-based paints.

Building Act 2011

The demountable has been approved as a Class 9B building under the Building Code of Australia, to be used as Tennis Club Facility. An art classroom would be consistent with this classification and use by a single artist would likely be classed as a Class 8 workshop.

Where the approved classification and/ or use of the building is changed, an Occupancy Permit (OP) will be required. This will require assessment of the proposed changes to be conducted by a private Building Surveying Contractor in order to obtain a Certificate of Building Compliance (CBC). Permanent change to the use/class would need to be assessed against the current building standards.

Alternatively, application can be made to modify an OP for additional use of a demountable on a temporary basis (no longer than a year). In this case, the CBC and OP would still be required, though the proposal would be assessed against the building standards applicable at the time of the original approval.

If any additional works are required or proposed, then this may also necessitate obtaining a Building Permit prior to works commencing (unless the works are exempt).

Management Order

The Management Order over the site states that the use of the reserve is for Recreation and Community Purposes only, and the Town has power to sub-lease or license for that purpose for any term not exceed 21 years. An artist studio or art classes are considered consistent with the recreational and community purpose of the reserve and such a proposal would therefore comply with the Management Order.

Town Centre Development and Activation

A key priority as identified in the 2022 Markyt Community Scorecard Report was town centre development and activation.

The Town is conscious of the need to balance providing space for artists with encouraging occupancy of vacant tenancies, particularly on Old Perth Road. A recent example is occupation of the old Post Office at 31 Old Perth Road by 'Art Mind'.

The Town liaises with owners upon receipt of enquiries for suitable spaces, and provides advice on statutory requirements for occupation such as development approvals and building permits.

Considering needs to be given as to whether an artist(s) may have otherwise utilised a vacant tenancy where access to the demountable was not otherwise provided at little/ no cost.

Asset Value

The “fair value” of the demountable (based on November 2022 asset valuations) is approximately \$6,048.

At the discretion of the Chief Executive Officer and in accordance with the Administrative Policy – Disposal of Surplus Property under \$20,000, assets other than land with a market value up to \$19,999 may be disposed of by the Town to:

- To the highest bidder at public auction; or
- To the highest offer through a publicly advertised process; or
- If deemed appropriate, by direct disposal to an external party at market value.

Assets deemed suitable for disposal are those considered surplus to the requirements of the Town, with the property being in a safe and suitable condition for disposal. Given the demountable currently has no use, it could be disposed of at the discretion of the CEO.

Future BIC Reserve Masterplan

Council has previously considered a draft BIC Reserve Masterplan at a Councillor workshop in late 2022, which is intended to be presented to Council for endorsement at the March Ordinary Meeting.

The draft plan provides for a player’s shelter, public ‘hit up’ wall and storage shed in the location of the demountable, to replace to replace the current shelter near the Infant Health Clinic which houses the mowers/line marker etc.

Conclusion

Use of the demountable for an artist in resident program will likely require minor modifications to the building to ensure statutory compliance.

The demountable is required to be removed to facilitate proposed elements of the BIC Reserve Masterplan and as such, it is recommended that the building be disposed of.

Officer Recommendation – Item 8.3

That the Committee recommends that Council notes that the Town will dispose of the building in accordance with Administrative Policy – Disposal of Surplus Property under \$20,000.

8.4 Garage Sale Trail

Attachments	Nil
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The purpose of this item is to consider whether the Town will continue to participate in the Garage Sale Trail.

Background

The Garage Sale Trail (GST) is a national movement of garage sales that are staged across two weekends in November each year. In 2022, the GST was staged on the 12th, 13th, 19th and 20th November.

The aim of GST is to reduce a range of items becoming waste and going to landfill that could otherwise be on sold and reused by someone willing to pay a modest price through a garage sale. In 2022, the GST engaged approximately 12 local governments in Western Australia.

By the Town subscribing to GST, residents are able to register their own garage sale. Both the Town and residents have access to an online platform Garage Sale Trail 2023 to use various tools to promote garage sales in their local area. For local governments that are not subscribed to GST, a maximum of 10 residents are permitted to register their garage sale as part of GST.

The Town first participated in GST in 2014 and continued to subscribe to GST from 2016 to 2022. The Town's participation in 2022 represented the conclusion of a four-year subscription agreement (2019 to 2022) that was approved by Council in March 2019 at a cost of \$3,791 (ex gst.) per annum. The Town has not renewed its subscription to GST for 2023 or beyond.

Each year, the GST compiles a Council Impact Report for each participating LGA (Attachment 9).

Comment

In assessing the Town's value in participating in GST, it is noted that the GST was introduced prior to the establishment of the Waste section within the Town's Environment and Sustainability Directorate. Now that the Town has a dedicated resource for waste management including education, this enables the Town to deliver multiple waste educational activities throughout the year, independent of paid annual events. The funding previously allocated for GST will be used to increase the Town's waste minimisation education programs in future budgets. The Town currently holds a series of workshops throughout the year as well as modern cloth nappy and sanitary products subsidies.

Whilst the GST is included in the draft ACE for the 2022/2023 financial year, there was no proposal to subscribe for future financial years.

Conclusion

Given funding previously used can be allocated towards Town led waste educational activities, it is recommended that funding is not allocated towards the GST in future financial years, consistent with the draft ACE Strategy.

Officer Recommendation – Item 8.4

That Committee notes that further subscription to the Garage Sale Trail is not proposed beyond the 2022/23 financial year.

9 Motions of Which Previous Notice Has Been Given

9.1 National Aborigines and Islanders Day Observance Committee (NAIDOC) Week Events

Attachments	Nil
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The purpose of this item is to consider a Notice of Motion for a joint NAIDOC Week event between the Town and Swan Districts Football Club (SDFC).

Background

On 21 February 2023, Cr Hamilton submitted the following Notice of Motion to be included in this agenda:

1. *Requests the CEO to engage with SDFC to potentially facilitate a joint NAIDOC event in July 2023;*
2. *That funds up to a maximum of \$15,000 from the Events and Culture Reserve (formally the Bus Shelter Reserve) with a current balance of \$31,867 be used to expand the SDFC NAIDOC week events; and*
3. *That acknowledgment of the Town of Bassendean as a co-sponsor of a NAIDOC event in collaboration with SDFC be provided; and*
4. *That the 2023 NAIDOC Events facilitated by SDFC and the Town receive advance promotion via all Town media.*

The reason for the Notice of Motion provided by Cr Hamilton was as follows:

“SDFC have successfully produced July NAIDOC Events for some years. A collaboration between the Town and SDFC is appropriate in that joint resourcing and funding usually offers scope for production of better quality events. Timing, advance planning and funding are essential to staging quality events that run seamlessly. It is advantageous to both parties to collaborate in such endeavours.”

Comment

NAIDOC week occurs annually in July, and celebrates the history, culture and achievements of Aboriginal and Torres Strait Islander people.

At its 29 November 2022 meeting, the Committee adopted the draft Arts, Culture and Events (ACE) Strategy for the purposes of advertising with the inclusion of an event for Pride Week in November 2023 and collaboration with SDFC for a NAIDOC event in July 2023.

Action 5.3.10 of the draft Ace Strategy is to ‘celebrate NAIDOC and Reconciliation week’ with the associated outcomes being to ‘develop relationships with the local Aboriginal community and celebrate Aboriginal culture and heritage’; and ‘collaborate with the Swan Districts Football Club to stage a NAIDOC event.’

Funding for developing relationships with the local Aboriginal community and celebrating Aboriginal culture and heritage has been proposed for the lifespan of the draft ACE Strategy, with funding for the collaboration with SDFC being included in 2023/24 only.

As such, the draft ACE Strategy is not required to be amended to reflect the Notice of Motion.

The Town has sought to engage with SDFC to facilitate this action, however, at the time of preparing this report, no response had been received. Should SDFC seek to partner with the Town, acknowledgment of the Town as a co-sponsor as well as promotion of NAIDOC event(s) can be resolved as part of discussions with SDFC as to the nature of the events.

Budget Implications

Estimated costings to implement the draft ACE Strategy have been included as an attachment to item 6.2 of this agenda.

Use of \$15,000 from the Events and Culture Reserve (formally the Bus Shelter Reserve) with a current balance of \$31,867 for expanded SDFC NAIDOC week events in 2023 will otherwise reduce the funds available to implement actions for the balance of the 2022/23 financial year.

Notwithstanding, the Town has no objection to the use of funds for this purpose, however, consideration should be given to increasing funds available for the balance of funds in the draft ACE Strategy as discussed in item 6.2.

Officer Recommendation – Item 9.1

That the Committee recommends that Council:

1. Notes that the Town will engage with Swan Districts Football Club to facilitate a joint NAIDOC week event in July 2023;
2. Following agreement with the Swan Districts Football Club to facilitate a joint NAIDOC week event in July 2023, notes that the Town will:
 - (i) promote the event via the Town's media channels; and
 - (ii) ensure the Town is acknowledged as a co-sponsor of the event on related promotional material.
3. Allocates \$15,000 from the Events and Culture Reserve (formerly the Bus Shelter Reserve) towards this purpose in the 2023/24 annual budget.

10 Announcements of Notices of Motion for the Next Meeting

11 Confidential Business

12 Closure

The next Committee meeting is to be held on 6 June 2023, commencing at 3.30pm.