

TOWN OF BASSENDEAN

MINUTES

LIVEABLE TOWN ADVISORY COMMITTEE

**HELD IN THE COUNCIL CHAMBER, 48 OLD PERTH ROAD, BASSENDEAN
ON TUESDAY 9 AUGUST 2016, AT 7.00PM**

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

Acknowledgement of Country

The Presiding Member opened the meeting, welcomed all those in attendance and conducted an Acknowledgement of Country.

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

Present

Cr Paul Bridges, Presiding Member
Cr Renee McLennan, Deputy Presiding Member
Cr John Gangell, Mayor
Ms Victoria Brown
Ms Kylie Turner
Mrs Angie Piantadosi
Ms Jeanette Maddison
Ms Clara Pound

Officers

Mr Graeme Haggart, Director Community Development
Mr Ken Cardy, Manager Asset Services
Mr William Barry, Senior Economic Development Officer
Ms Marnie Woodley, Acting Manager Children Services
Mr Greg Neri, Manager Youth Services
Mrs Amy Holmes, Minute Secretary

Apologies

Mr Salvatore Siciliano, Manager Recreation and Culture
Ms Alison Healey

Leave of Absence

Cr Renee McLennan and Ms Victoria Brown requested Leave of Absence for the next meeting to be held on Tuesday 11 October 2016.

COMMITTEE RECOMMENDATION – ITEM 2.0

LTAC – 1/08/16 MOVED Cr Gangell, Seconded Kylie Turner, that Cr McLennan and Victoria Brown be granted a Leave of Absence for the meeting to be held on Tuesday 11 October 2016.

CARRIED UNANIMOUSLY 8/0

3.0 DEPUTATIONS

Nil

4.0 CONFIRMATION OF MINUTES

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

COMMITTEE/OFFICER RECOMMENDATION – ITEM 4.1

MOVED Cr McLennan, Seconded Angie Piantadosi, that the minutes of the Bassendean Liveable Town Advisory Committee meeting held on 7 June 2016 be confirmed as a true record.

CARRIED UNANIMOUSLY 8/0

5.0 ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

Nil

6.0 DECLARATIONS OF INTEREST

Nil

7.0 BUSINESS DEFERRED FROM PREVIOUS MEETING

Nil

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.

COMMITTEE/OFFICER RECOMMENDATION - ITEM 8.1

LTAC – 2/08/16 MOVED Victoria Brown, Seconded Kylie Turner, that the Committee recommends Council approves entry into a partnership with the City of Cockburn to deliver the RYDE Program.

CARRIED BY AN ABSOLUTE MAJORITY 8/0

8.2 Committee Work Programme

At the meeting held on 14 April Committee resolved to establish three Working Groups and to appoint members of the committee to the Working Groups:

- Regional Playground
- Urban Forest Strategy
- Renewable Energy

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.

It was advised by Town staff that any work done by the Committee needs to be in conjunction with the Department of Transport:

1. *Concept design*
2. *Drawings and specifications*
3. *Request for Tender and construction/implementation*

The matter will be discussed further at the next meeting.

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 (seven members) met for the first time on 1 August 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 14 and 21 June 2016 to finalise this review process.

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 met on 6 August. Notes from the WG meeting were tabled at the meeting.

Some members of the Renewable Energy Working Group met out of session and prepared a work program and a request for base line information that was presented for consideration to the meeting (see attached to the Minutes). It was agreed the Working Group and Officers meet before the next meeting of the Committee to define that which can be achieved by the Town and that to be achieved by the Group members.

COMMITTEE/OFFICER RECOMMENDATION - ITEM 8.2

LTAC – 3/08/16 MOVED Kylie Turner, Seconded Jeanette Maddison, that:

1. The information on the work programme progress of the Working Parties be received

2. That the Urban Forest Working Group is consulted on the brief for the review of the Street Tree Master Plan, should that be deemed necessary.

CARRIED UNANIMOUSLY 8/0

8.3 Ongoing Activity Progress Reports

8.3.1 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, 12-2pm 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.

8.3.2 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.

8.3.3 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 and 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.

A 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 Town's 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.

8.3.4 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.

COMMITTEE/OFFICER RECOMMENDATION – ITEM 8.3

LTAC – 4/08/16 MOVED Cr Gangell, Seconded Clara Pound, that the Officers ongoing activity progress reports be received.
CARRIED UNANIMOUSLY 8/0

8.4 Resolution Implementation Report

Passed resolutions of Committee whose status is listed as "Completed" are sought to be deleted.

COMMITTEE/OFFICER RECOMMENDATION – ITEM 8.4

LTAC – 5/08/16 MOVED John Gangell, Seconded Victoria Brown, that the completed resolutions of Committee in the progress report be deleted.

CARRIED UNANIMOUSLY 8/0

9.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

10.0 ANNOUNCEMENTS OF NOTICES OF MOTION FOR THE NEXT MEETING

Nil

11.0 CONFIDENTIAL BUSINESS

Nil

12.0 CLOSURE

The next meeting will be held on Tuesday 11 October 2016 commencing at 7.00pm.

There being no further business, the Presiding Member declared the meeting closed, the time being 8.55pm.

Information Request

Renewable Energy Working Group

The LTAC REWG request that the Town of Bassendean provides the following information:

A snapshot of the current renewable energy uptake in the Town:

- Per Suburb (Ashfield, Eden Hill and Bassendean) please provide the number of renewable energy installations for Solar Hot Water and Solar Electricity.
- Per Suburb (Ashfield, Eden Hill and Bassendean) please provide the KW capacity of renewable energy installations for Solar Hot Water and Solar Electricity.
- Have any requests been made to the Town of Bassendean in relation to other renewable energy installations (eg wind)
- What initiatives does the Town have at the moment to increase uptake of renewable energy?
- What initiatives have the Town had previously to increase uptake of renewable energy?
- Are there any evaluations of current or past initiatives aimed at increasing renewable energy uptake?
- Please provide a copy of the Colin Ashton Graham evaluation of the Perth Solar Cities project.
- What are the Town's current policies / guidelines in relation to renewable energy?
- What are the State Government's current policies / guidelines / regulations / legislation in relation to renewable energy?
- What policies / guidelines are in place for other local Government authorities in relation to renewable energy?
- What are the Federal Government's current policies / guidelines / regulations / legislation in relation to renewable energy as they pertain to Local Government Authorities?

Please report to the LTAC REWG in the last week of September.

