

TOWN OF BASSENDEAN
NOTICE OF A MEETING OF THE
PEOPLE SERVICES COMMITTEE

Dear Committee Member

A meeting of the People Services Committee of the Town of Bassendean will be held in the Council Chamber, 48 Old Perth Road, Bassendean, on Tuesday 14 August 2018, commencing at 7.00pm.

Mr Michael Costarella
/CHIEF EXECUTIVE OFFICER

8 August 2018

A G E N D A

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

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.

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

Apologies

Cr Gangell – Leave of Absence
Cr Wilson (Deputy Member)

3.0 DEPUTATIONS

- 3.1 Alex Cecchele was chosen to participate in the 2018 Western Australian YMCA Youth Parliament as the member for Bassendean. The Youth Parliament program runs once a year and is designed to give the young people of Western Australia a forum to discuss the issues that matter to them. Youth Parliamentarians participate in a week-long camp, spending three days in Parliament debating various issues.

Every youth member is given the opportunity to speak on an issue they are representing.

Alex will be in attendance to talk on his Private Members Statement which was about the Stan Moses Pavilion and the issues associated with it.

- 3.2 The Consultant preparing the Town's Arts and Culture Plan, Ricky Arnold, will be in attendance to answer questions on item 8.1.

4.0 CONFIRMATION OF MINUTES

- 4.1 **People Services Committee Minutes of 12 June 2018**

OFFICER RECOMMENDATION – ITEM 4.1

That the minutes of the People Services Committee meeting held on 12 June 2018 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 **REPORTS**

8.1 **Interim Report on the Development of the Town of Bassendean's Arts and Cultural Plan 2018-2022 (Ref:COMDEV/PLANNG/3 - Gabriella Filippi, Cultural Development Officer)**

APPLICATION

The purpose of this report is for the People Services Committee to receive an interim report on the community consultation outcomes on the development of the Town's Arts and Cultural Plan.

ATTACHMENTS

Attachment No. 1:

Town of Bassendean Arts and Cultural Plan 2018-2022: Summary of consultation, research and key findings

BACKGROUND

The Town of Bassendean first engaged in Cultural Planning in 2001 through a partnership with Community Arts Network WA (CANWA) which resulted in the Cultural Planning Framework (CPF) in 2002 being developed. The CPF was referred to as the Town's first Cultural Plan. This plan expired in 2012.

In 2013, Town staff explored the components of a Cultural Plan and began the process of re-evaluating the existing Plan, as it was coming to an end.

The guiding principles were established to ensure the plan would:

- Encourage and promote artistic expression within the Town,
- Develop the Town as a creative hub (community arts: for the people, of the people, by the people); and
- Link to the Town's Community Strategic Plan.

In 2016/2017, Council conducted a review of its Community Strategic Plan (CSP) as part of the Integrated Planning and Reporting Framework (IP&R). As part of this process, community satisfaction was rated on a range of criteria. Residents scored the Town 4.12 out of 5 for "Events, Arts & Culture", indicating a high satisfaction level.

In 2017, the Town conducted a thorough and competitive procurement process to engage a suitably qualified and experienced consultant to undertake the process of research, consultation and delivery of an Arts and Cultural Plan for the Town.

It is proposed this plan will capture the aspirations of artists, creative industries and the general community living in the Town of Bassendean and set out a strategic framework for cultural development.

The Town selected Ricky Arnold & Associates to undertake this process. Ricky has a significant background in the WA Arts & Culture sector, with over 25 years experience.

The process to date has involved extensive desktop research and ongoing communication with both the Cultural Development Network (who have created a framework for cultural planning) and the Chamber of Arts & Culture. There has also been extensive community engagement and internal engagement within staff.

The methodology in the consultant's brief included a period for public comment on the draft Arts and Cultural Plan, prior to the Plan being put for adoption.

The community consultation phase is now complete and the interim outcome report has been prepared.

In regards to the next steps following, the People Services Committee:

- The interim report of findings with suggestions on projects/activities will be tabled for discussion at the Cultural Plan Community Reference Group. This will result in the final draft Arts and Cultural Plan that will be distributed to key stakeholders for feedback;
- The draft Arts and Cultural Plan will then be finalised and presented to the September 2018 Ordinary Council Meeting (OCM) seeking Council endorse the draft Plan for a four week period of public comment;
- Following a review of the comment received, the draft Plan will be amended as deemed appropriate; and,
- The final Arts and Cultural Plan, along with all the public comment received, will be put to Council at the December 2018 OCM for adoption.

COMMUNICATION AND ENGAGEMENT

The Arts and Cultural Development Plan 2018 – 2022 is the result of the considerable research and extensive consultation activities undertaken by the Consultant. While not an exhaustive list, the work commitment included:

- Working extensively with the Cultural Plan Reference group comprised of local artists, arts managers, teachers and residents that was established for the project;
- A literature review including the Town's Strategic Community Plan and Corporate Plan, Bassendean Local Economic Profile, surrounding local government documentation detailing their approach to cultural planning and activities, key strategic plans with influence on the Cultural Plan: Department of Culture and Arts, Metropolitan Redevelopment Authority, East Metropolitan Regional Council;
- Meeting with Town of Bassendean management to discuss key projects and issues;
- Attending meetings of key project steering groups and considered key reports with links to the Cultural Plan including the Australia Day Review Committee, Community Facilities Audit, Cultural Advancement Group and the Reconciliation Action Plan;
- Consulting the Local Studies Librarian and the Bassendean Historical Society;
- Three community consultation workshops being held in March in Ashfield, Bassendean and Eden Hill;
- Conducting an on-line survey via the Town's "Your Say Bassendean" website over the period March to June. This survey was marketed via Facebook, flyers, targeted community groups, regular community hall hirers, sporting clubs, arts network, all 6 local Primary Schools, Children Services, Volunteer Services and Bassendean Memorial Library;
- Face to face interviews with staff and other key individuals
- Consulting all local Primary School Arts Teachers and Principals;
- Presenting to the Town's Corporate Management Team;
- Presenting to a Councillors workshop.

As part of the strategy to engage public comment, the Town will create a brief online video to outline the project and encourage feedback. This process will be coordinated internally, using existing resources.

STRATEGIC IMPLICATIONS

The Plan is to align with the Town of Bassendean's Strategic Community Plan 2017-2027. The Plan will incorporate contemporary research and the findings with suggestions on projects/activities and provide it in context with the vision and goals set by the Council in 2017 Strategic Community Plan.

The Plan will define activities to engage the Arts and Cultural community of Bassendean to meet the Town's Strategic Community Plan objectives.

The Town of Bassendean's vision is "a connected community, developing a vibrant and sustainable future built upon the foundations of our past."

The strategic alignment is greatest within the Social Strategic Priority area and in particular the following Objectives:

- 1.1 Build a sense of place and belonging;
- 1.2 Ensure all community members have the opportunity to be active, socialise and be connected; and
- 1.3 Plan for a healthy and safe community.

COMMENT

Preliminary findings from the engagement process highlight the following:

- Evidence shows that the events are mainly located in Bassendean Town Centre, or Ashfield. There is a strong call for more activities being conducted in Eden Hill in Mary Crescent Reserve and Jubilee Reserve.
- There was a strong call for more empowerment for community groups to run events, lead the activation of spaces, and augment the large-scale events the Town organizes.
- Positive responses include: Events are well run; love the outdoor nature of a lot of events, they are inclusive, cross-community interaction is valued highly.
- There is strong support for creative's employment opportunities, strengthening community interaction and sharing of practice through Bassendean Visual Arts Awards and RELax Program. Calls for more breadth of activity.
- There is a call for increased networking and skill development opportunities for local creatives.
- Demand exists for places and spaces to exhibit and perform work.
- Commissioning local artists and performers.

- More acknowledgement and celebration of Wadjuk Noongar culture.
- Clear support for telling the stories of the area more publicly.
- Ongoing support for public art.

In identifying potential projects/activities for the Arts and Cultural Plan, the Consultant has adopted the Theory of Change process as outlined by the Cultural Development Network. The Theory of Changes is framework for planning, participation, and the evaluation of actions that promote social change. It defines long-term goals and then maps backward to identify necessary preconditions.

Essentially, the Theory of Change is a clear articulation of the relationship between knowledge (research or practice knowledge), and the activities chosen in order to achieve a particular objective. In preparing the draft Arts and Cultural Plan, the Consultant will outline suggestions on possible projects/activities that could be implemented which also align to the Town's Community Strategic Plan. The suggested projects/activities are evidence based as a result of the community consultation process.

As articulated above, Officers will present the draft Arts and Cultural Plan to Council for endorsement for a period of public comment and return to Council with the proposed final Plan for adoption following assessment of the feedback received. It is anticipated this will be achieved in December.

STATUTORY REQUIREMENTS

Local Government Act 1995

FINANCIAL CONSIDERATIONS

Council has allocated \$50,000 in the current budget for Cultural Plan Projects. This allocation funds the remainder of the consultancy; a launch of the Arts and Cultural Plan; and implementation of cultural projects/activities in the second half of the financial year.

When adopting the Arts and Cultural Plan, Officers anticipate Council resolving a list identified projects/activities in the long term financial management plan.

With the aim of the Plan being adopted by the December 2018 OCM, Cultural Services intend to commence the process of implementing these strategies as soon as practical thereafter.

OFFICER RECOMMENDATION - ITEM 8.1

That the Committee receives the interim report of findings from the community consultation process regarding the development of the Town's Arts and Cultural Plan.

8.2 Refugee Welcome Zone

The Town of Bassendean registered as a Refugee Welcome Zone in 2003. Membership to the Refugee Council of Australia (RCOA) initiative appears to have ceased in 2010, for which there is no known reason. It is proposed the Town re-signs and becomes a Refugee Welcome Zone.

RCOA is the national peak body for refugees and the organisations and individuals who support them.

RCOA defines a Refugee Welcome Zone as "a Local Government Area which has made a commitment to welcoming refugees into the community, upholding their human rights, demonstrating compassion and enhancing cultural and religious diversity in the community."

In declaring the Town a Refugee Welcome Zone, Council will be making a public statement in support of the settlement of refugees, as well as promoting harmony, social cohesion and respect for human rights and dignity. Symbolically, Council would also be acknowledging the significant contribution made to Australian society by the 800,000 refugees who have made Australia home.

The process for becoming a Refugee Welcome Zone is very straightforward. It simply involves the Council signing the Refugee Welcome Zone Declaration: Customarily at a public signing ceremony to mark the occasion.

It is important to note that in making the Refugee Welcome Zone Declaration, Council will not be committing to any formal obligations or statutory responsibilities. There are no financial commitments or reporting accountabilities. The signing of the Declaration is simply a way of demonstrating broad support for the principles it contains.

The Town has previously conducted Multicultural Festival at Mary Crescent Reserve. In consulting the community with the current review of the Cultural Plan, Ricky Arnold, the Cultural Plan Review Consultant, articulates that event as having high recognition and regard in the community. Consideration to conducting culturally appropriate events could materialise following the signing of the Declaration.

While the Town does not have a significant refugee population, the Cities to the north of the Town have experienced a large intake in recent years. It is therefore likely that refugees will increasingly consider the Town “local”.

Cyril Jackson Senior Campus has a significant population of refugees studying on Campus.

The Federal Government is running this program where businesses and community organisations employ refugees in their first year of settlement to Australia that the Town is able to promote to businesses in the Town.

<https://www.homeaffairs.gov.au/trav/refu/offers/community-support-program>

OFFICER RECOMMENDATION – ITEM 8.2

That the Committee recommends Council:

1. Authorises the Town sign the Refugee Welcome Zone Declaration; and
2. Considers what actions the Town can take in support of the declarations’ principles, including conducting cultural events and promoting for the employment of refugees to businesses in the Town.

8.3 The Staging Post

The Staging Post is a film that follows the lives of two Afghan Hazara refugees, Muzafar and Khadim. Stuck in Indonesia after Australia 'stopped the boats'. Media around the film states: “Facing many years in limbo, they built a community and established the Cisarua Refugee Learning Centre, which inspired a refugee education revolution. It’s a story of friendship, connection and the power of community.”

Several Local Governments throughout Australia have screened the film including the City of Adelaide that screened it during Refugee Week in June. They promoted the film as “child friendly – so bring the whole family. Bring a plate of food to share and make it a social event!”

More information on the Cisarua Refugee Learning Centre and the film are available at:

www.cisarualearning.com
www.thestagingpost.com.au

The Committee is asked to consider opportunities for screening the film in Bassendean and whether the Community Cinemas would be an appropriate vehicle.

OFFICER RECOMMENDATION – ITEM 8.3

That the Town negotiates the screening of “The Staging Post” within the 2018/19 Community Cinemas season.

8.4 Projects for the Term of the Committee

The Instrument of Appointment and Delegation lists projects from the Corporate Plan that are relevant for oversight by the Committee.

The Corporate Plan has been revised by Council and changes made to the projects to achieve the strategies in the Social Strategic Priority.

Defining the projects in the Instrument requires the Instrument to be reviewed each time the Corporate Plan is amended. It is proposed the list of projects be deleted from the Instrument and replaced with reference to the projects as listed in the Corporate Plan.

Attached to the Agenda (as Attachment 2) is an update report on the list of projects in the 2018-2028 Corporate Plan that are relevant to the Committee.

OFFICER RECOMMENDATION — ITEM 8.4

That:

1. The Committee recommends to Council the Committee’s Instrument of Appointment and Delegation be amended by deleting the List of Projects for the Term of the Committee, and replacing it with text that references the list of Projects within the Corporate Plan as being those relevant to the Committee; and
2. The progress report on the Corporate Plan Projects be received.

8.5 Meeting Dates

The Committee remains in place until the next Ordinary Council Elections due in October 2019, or until it is disbanded by Council.

Council ordinarily sets meeting dates on a calendar year basis.

Council has not set any further meeting dates for the Committee at this time. The Committee is requested to consider whether future meeting dates for the remainder of the calendar year are required.

To date, the Committee has met on the second Tuesday of each alternate month. A meeting could be held on Tuesday, 9 October 2018, should the Committee agree to hold an additional meeting.

It should be noted that due to a number of Council scheduled meetings for the remainder of year, all Tuesdays up until Christmas are unavailable (excluding 9 October).

OFFICER RECOMMENDATION - ITEM 8.5

That the Committee:

1. Recommends to Council that an additional People Services Committee on Tuesday, 9 October 2018;

Or

2. Notes there are no further meetings of the People Services Committee will be held for the remainder of the calendar year.

8.6 Ongoing Activity Progress Reports

Various Business Units of the Town report progress with discrete projects.

The reports are provided by the following Business Units:

RECREATION AND CULTURE

RECREATION

Participation in Sport and Recreation, Leisure Activities

The Town's RElax Program continues to attract strong enrolment numbers with 138 people registering so far for courses for Term 3, 2018.

The Mary Crescent Reserve Playground tendering process is now underway as an open tender.

In regards to KidSport applications, from January to July 2018, 116 vouchers have been issued equating to \$15,368. Participants are 37.2% female and 62.8% male, in terms of diversity over 22.5% are Aboriginal/Torres Strait Islander; 4% CaLD and over 7.5% with a disability.

The Town will be participating in the *Your Move Bassendean* program over the coming months. The Town has been selected through a data-driven options analysis process by the Department of Transport (DoT) to be the recipient of the travel behaviour change program 'Your Move'. Your Move is DoT's most adaptable and successful travel demand management program, producing significant travel behaviour change to achieve a variety of Government priority objectives including congestion management, active transport participation and increased physical activity in West Australian communities. The Town's Recreation Development Officer will be liaising with DoT to implement the program.

Facility Management/Planning

The Community Facilities, Ovals/Reserves Audit and Needs Assessment final report was endorsed by Council at the Ordinary Council Meeting held on 24 July 2018 as a guiding document and resource for future facility planning for the Town.

As part of the ongoing facility planning process, the following projects will be undertaken by the Recreation and Culture Business Unit 2018/2019:

- Review of the Play Space Implementation Plan
- Master Plan – BIC Reserve
- Master Plan – Jubilee Reserve
- Active Reserves Lighting Audit

CULTURE:

Cultural Plan Review

Please refer to the Officer's report on the Cultural Plan included at 8.1 above.

2018 NAIDOC Family Day

The Town successfully staged the annual NAIDOC Family Day in partnership with the Derbarl Yerrigan Health Service on Thursday 12 July 2018, 10.30am to 3pm at Ashfield Reserve.

This year's theme was ***Because of her, we can!***

Staff have conducted an event debrief. Early feedback has been extremely positive from exhibitors and contractors engaged for the day's entertainment and cultural activities. Staff will also be meeting with event partner Derbarl Yerrigan Health Service to discuss the future partnership.

2018 Bassendean Visual Art Awards

The Town's Bassendean Visual Art Awards will once again be held from Thursday 13 to Wednesday 19 September 2018 in the Bassendean Community Hall. Registrations close by 5pm, Friday 10 August 2018.

The Award Categories have been modified with the previous *Runner's Up Category (Acquisitive) of \$3,000* (previously sponsored by Hawaiian), now being replaced with the following two categories:

- Best Artwork by an Aboriginal Artist \$2,000
- Highly Commended \$1,000

All Art Award entries are automatically entered into the Highly Commended category. The award categories were amended based on initial feedback from the Cultural Plan review process, particularly around greater acknowledgement of Aboriginal history and culture.

WAMFest Event – November 2018

Building on the success of the 2017 WAMFest event held on Sunday 5 November, the Town will once again partner with the WA Music Industry Association to stage a music event either on Saturday 10 or Saturday 24 November. Dates will be confirmed in the very near future.

2019 Australia Day Celebrations and Fireworks Event

Planning has already commenced for the Town's 2019 Australia Day event. Newly appointed Events Officer, Misha Elliott will be taking the lead for planning and implementing the event. Staff continue to work on the risk management aspects of the event and recently attended a *Hostile Vehicle Mitigation Seminar* hosted by Main Roads WA to learn more on mitigating the risks of vehicles crashing into crowded places/events. Although the likelihood is very low for this occurring at the Town's Australia day event, it is important that the Town is prepared for a potential incident.

Progress Report - Ban on Single Use Plastic

As a collaborative project, Town Staff across Business Units/Directorates are progressively implementing Council's resolution on banning single-use plastic. In regards to recycling/reducing plastic use at events, Officers are exploring options that could be easily implemented.

Public Art Project

Staff will be developing a public art project proposal regarding the development and implementation of a public art project given the substantial per cent for art funds that are held in reserve by the Town. A project scope will be developed in 2018/2019, with likely implementation commencing in the same year.

YOUTH SERVICES

- **Club Connect Project**

Quotes received from potential suppliers of Mental Health First Aid training. Delivery can be very flexible and location/cohort/group size and specific focus can be customised. The model proposed would be to advertise for expressions of interest from clubs and parents, and design a program based on that demand.

Swan Districts Football Club's position regarding a 'Clubs Roadshow' aligning with their Fathering Project was that it may be a 'poor fit' and they would not see it as desirable. The Town's Recreation Development Officer is currently investigating the possibility of Bassendean's clubs participating in the City of Bayswater's 'Inclusion Expo' which seeks to attract disengaged and isolated young people to sports and other clubs.

- **RYDE Program**

New cage included in 18/19 capital budget. Quotes received. Construction planned for August allowing for 2 vehicle operations

Induction training conducted with City of Mandurah during May. Opening ceremony posted on Facebook

Revised voice overs have been recorded and new videos currently underway. Support Worker, Client and Software videos complete. Communication video underway.

Ready to commence induction of 4 car, 2 site Bunbury/Busselton Program. Induction and program commencement planning for end of August.

City of Joondalup providing a report on delivery of a RYDE Program in Northern suburbs.

Current data

Hours completed:	1227
Sessions completed:	818
Current Clients:	295
Mentors:	76
RYDE Programs active	4
RYDE Providers:	49
Support Workers:	124

- **Cooking Program**
Continues operations
Now catering for day time students
Moved to use of compostable containers and utensils.
Discussing compost bin options with Asset Services
- **Facebook**
A steady flow of submissions being submitted.
Mechanisms put in place to coordinate the activities of all Pages across the Town.
'Facebook Update' blog distributed to all staff.
A focus on disseminating important information to the local community. E.g. Elements of the adopted budget.
- **Education Program**
Delivering Cert I/II/III Mon-Thurs
18 students
Overnight camp in planning phase
- **Directorate Projects**
Bassendean Men's Shed:
Quotes sought for definitive estimates
Update meeting with working party

Foodscraps/produce/mulch sharing website:
Scoped and currently under construction
bassengreen.org.au domain secured

Council Meeting Livestreaming Project:
Complete and operational after some teething issues resolved

VOLUNTEER CENTRE

Objectives of the Volunteer Centre

The objectives of the Volunteer Centre is to:

- Promote volunteer opportunities with the Town;
- support the Town's community services with volunteers;
- support community-based groups with recruitment and retention of volunteers;

- facilitate training programs and volunteer appreciation events;
- ensure people from all backgrounds are supported to participate in volunteering activities;
- promote community participation in the arts, festivals and events;
- promote volunteer opportunities for Noongar people;
- promote the Town's healthy living campaigns; and
- remain actively involved with volunteer support organisations such as Volunteering WA and the Volunteer Resource Committee.

Upcoming events coordinated by the Volunteer Centre:

- Free community grant writing workshop scheduled for Thursday the 6th of September in the Seniors and Community Centre – hosted by Volunteering WA.

Town of Bassendean events supported:

- NAIDOC day: 10 volunteers assisting event staff – Community Transport service transporting participants to and from the event

Town of Bassendean department/ program support:

- RYDE: 4 new mentors registered with a YTD total of 46 new mentors;
- Local Studies Collection: 1 volunteer registered to assist Janet Megarrity; and
- Wind in the Willows: 1 volunteer registered to conduct on-going art workshops, 1 volunteer registered as a cuddle nanny.

Community group support:

- Assisting the *Melody Club* with amendments to the group's constitution to reflect new requirements under the *Associations Incorporation Act 2015*;
- assisting the Bassendean *Repair Café* with marketing and promotional resources;
- editing and formatting of the *55 Plus* bi-monthly newsletter;
- volunteer registered to assist *Boccia WA* with administrative duties on an on-going basis; and
- obtaining an assistant for the *Melody Club* to set-up and pack-up the venue on an ongoing basis.

Community Transport Statistics:

<p>YTD Volunteer participation hours in the Centre's office alone.</p> <p><u>(does not include volunteer placements with other departments or external referrals)</u></p>	<p>YTD- 1,855 volunteer participation hours.</p> <p>According to Volunteering WA's participation calculator, this equates to: \$266,777 in value to the WA community annually</p>
<p>YTD Community Transport statistics</p>	<p>Community telephone enquiries attended to: 2,852</p> <p>Client transport trips made: 2,268</p>

LIBRARY AND INFORMATION SERVICES

Library Programs and events

The Library continues to offer variety of activities for children and adults as well as traditional reference and lending services. One of our recently added events, **Lunchtime Interludes**, is gaining momentum with July and August session attracting over 30 participants. Lunchtime Interludes are planned around the theme of sustainable living, with recent sessions focusing on using natural products for every day housekeeping and beauty routines. September and October events will tackle domestic recycling and decluttering

'**Cyber Citizen**' **one-on-one computer training** sessions are well received and our weekly **Craft Group** continues to attract new members. **English as a Second Language** classes are back, with our experienced volunteer teacher eager to continue with the new intake of students.

In addition, in partnership with Cyril Jackson Art House Community Garden, a '**Seed library**' is in its planning stages, with meetings to discuss the project conducted in May and June. 'Seed library' is a community project whereby people can collect free fruits and vegetables seeds to grow at home. The Bassendean Library will provide the space in its foyer for the seeds and will collect donations from the public. Cyril Jackson Art House Community Garden volunteers will collect, clean, label and package the seeds ready for distribution.

Expressions of interest to be involved in the project will soon be available for distribution.

Children will be kept busy during August with lots of activities planned at the library to celebrate annual Children's Book Week. This year Australian Children's Book Council Book Week theme is 'Find your treasure' and the children's library is going 'piratey'! 'Golden doubloons' will be hidden in the books for kids to find – these will go into the prize draw. Other activities include 'design your own pirate flag', colouring in sheets, paper hats, bandanas and eye patches for kids to wear and a visiting author session at the library. Kid's library is splendidly decorated with fishnets and sea creatures adorning the walls and windows. All things 'piratey' will run from 1st August till Friday 31st August.

There is also a new format for Basso Kids Code Club –a series of Robotics workshop, which utilises Lego and Mindstorms robotics and focuses heavily on mechanics and engineering principles. Both Code club and Lego club promote STEM skills, identified as essential for developing creative thinkers and problem solvers.

Library Displays and projects

Recycling and plastic-free living is a main focus of our displays in July and August. Our display cabinets are full of wonderful home-made shopping bags for public to admire and free patterns are available to take home. In July the library also participated in promotion of famous opera 'Carmen', with beautiful posters on display at the library. Our display was posted on WA Opera facebook, together with other participating libraries.

Self-check kiosk project have been completed, with modern and user-friendly technology now available for our patrons, in addition to our traditional service desk. The library continues to implement eSmart libraries program, with the new 'Code of Conduct' and updated Library Membership Rules and Conditions now in place.

Local Studies Collection Projects

Oral History Program: An interview with Betty Tasma and Ann Brinkworth have been successfully completed, with transcripts received. Interviews with Peter Munro and Tina Klein are currently being coordinated and will be undertaken as soon as possible. Future interviews with Gary Evershed and John Sutherland are also being researched.

Collection Management: Oral History interview transcripts have been created for over 100 oral history interviews and these have been added to the Library catalogue (pdf). Providing oral history transcripts link to the Library catalogue entries makes the oral history collection much more widely available. Until the transcripts were added, patrons had to request access for individual interview transcripts from the Local Studies Librarian.

New information has been researched and added to the Local Studies Collection including biographical information about the Munro family, James Morrison (early land owner), William Trimmer who drowned in the Swan River in 1835, the Wicks family and Cyril Carter.

New items added to the Local Studies Collection include :

- Finbook : an identification catalogue for dolphins observed in the Swan Canning Riverpark (6th edition) 2016
- Voices from the Campfires : Establishing the Aboriginal and Torres Strait Islander Healing Foundation (2009)
- Bushfire Risk Management Plan : Ashfield Flats, Bassendean.
- Bassendean Foreshore Precinct Plan Draft April 2014
- Early Memories of the Great Nor-West and A Chapter in History of W.A. by A. R. Richardson
- Our Heritage and Our Future: Health of the Swan Canning River System Report 16: August 2014
- Environmental Impact Assessment : A Practical Guide by Colin Porter (local author)
- Fringedweller by Robert Bropho
- Swan River Letters Volume 1 Collected and edited by Ian Berryman
- A Drop in a Bucket: The Mount Margaret Story by Margaret Morgan
- Bayswater Historical Society newsletter (ongoing)
- The Maltese in Australia by Barry York (donation)

Local Studies Collection Activities

Guided walks: Monthly free guided walks for the community continue to be provided. Both Old Perth Road and River walks are very popular with participants commenting on the wealth of knowledge so generously shared by our Local Studies Volunteer.

Facebook: Information on street name origins and photographs from the Local studies Collection continue to be regularly posted on the Library's Facebook page.

Community Engagement and Outreach

- A successful **Annual Library History Lecture** was held on 20 June when Mr Eric McCrum, OAM and former Bassendean resident was interviewed by oral historian Heather Campbell about his childhood. Fifty members of the public attended and the event was recorded.
- A **special display** was provided in July to celebrate NAIDOC, with comprehensive information about May O'Brien available for public viewing. In August, to celebrate national history month, the display focuses on Padbury family and Padbury building, constructed 100 years ago.
- Two **new volunteers** has been recruited to assist Local Studies Librarian with rates book indexing, research and administrative activities.
- The **pillar box**, located on the corner of Surrey Street and North Road, was interim listed for the State Heritage Register. This was in response to a community member and the Local Studies Librarian nominating it for inclusion on the State Heritage Register in March 2015.
- The Local Studies Librarian has researched and answered **numerous enquiries** about local families, house histories, school histories and community groups.
- The Local Studies Librarian organised and attended a **professional development** event at Royal Western Australian Historical Society in Nedlands. She coordinated the visit for colleagues to have a tour of the library, costume collection and museum. Other outreach activities include attending NAIDOC event at Ashfield and visit to Bayswater Public Library.

SENIORS AND DISABILITY SERVICES

Home Care Packages (HCP)

- No changes to Home Care Packages (HCP), a consistent and stable caseload of 25-27 active clients at levels 2- 4.

Home and Community Care (HACC)

- Data migration of HACC clients to CHSP successfully completed in TRACCS (internal data management system) and MAC (My Aged Care – Government provider portal).
- Access and set up of Data Exchange platform in progress. This is required for CHSP reporting.

- Ongoing reporting to WA Department of Health on HACC under 65s continues.
- HACC client quality of life survey completed.

Commonwealth Home Support Program (CHSP) Transition

- CHSP commenced 1 July 2018
- Client transfers completed in MAC and TRACCS
- Access to the Data Exchange System (DEX - required for reporting) has been requested and is pending.
- We have already received a steady flow of new referrals through the new system (MAC)
- The process of updating current internal systems and processes to reflect CHSP Guidelines and obligations in progress.
- The old “Day Centre” is now obsolete and the new “Social Groups” model implemented as per CHSP requirements
- CHSP Service Agreement received signed and returned. Funding over the 2 year life of the program is \$2,614,739 with \$1,316,992 of which allocated to 2018-2019 financial year.
- Ongoing communication to clients via the SDS Newsletter is ongoing to ensure they are aware of changes and updates to their services

Fee for Service

- One client has decided to transfer his whole package over to us for total management due to dissatisfaction with broker organisation.

Hyde Retirement Village

- Annual residents’ BBQ was held in May and enjoyed by those who attended.
- Unit 7 is vacant
- Unit 6 has been filled - this is the 5th unit we have filled since June 2017 having had 6 residents depart since May 2017.
- The turnover is very costly in terms of refurbishment as well as diminished income adding to the ongoing maintenance and repairs costs.

TRACCS - Client Management Software

- CHSP system setup and data migration of HACC clients to CHSP completed
- Mobile Time and Attendance APP issues resolved.
- New Optus plan incorporates mobile device manager so updates can be done with no down time in place.

Workforce Update

- One resignation (casual) – no replacement at this stage

- All PDs will be reviewed/updated in line with Workforce Plan approvals and new funding obligations.

CHILDREN SERVICES

- On 2 July, the ECEC sector transitioned to the new Child Care Subsidy. We have been working closely with our software provider to ensure a smooth transition and are thankful that this was relatively seamless for most families. The majority of working families are financially better off, however a handful of families whom do not now meet the 'activity test' receive no subsidy at all. Moving forward we are required to implement electronic sign in before the end of the year.
- Lisa Armstrong our Parenting Champion has completed her second training in cooperation with the Midvale Parenting Hub. Lisa is now skilled in Tuning into Kids and 1,2,3, Magic and scheduled to complete Circle of Security training later in the year. Lisa has facilitated a 6 week parenting workshop and is scheduled to facilitate another commencing later this month for families in the NE Metro.
- Educators continue to upskill as we aspire to achieve the highest quality education and care for children. As a continuum of the Reconciliation Symposium attended by 3 Educators in May, on June 27th Denise Clarke whom delivers the Indigenous education component at West Coast TAFE, presented a workshop for all educators to support us with greater respectful inclusion of Aboriginal and Torres Strait Islander programs.
- This was timely education as NAIDOC week soon followed; children have been experiencing much storytelling, art and craft to promote respect and understanding. In addition some children visited the Art Gallery of Western Australia to view the exhibitions and participate in Aboriginal art experiences. Many Ashfield children also attended the ToB NAIDOC day celebrations, experiencing the Welcome to Country and enjoying the dance performances.
- On 25 July almost all Educators updated their knowledge of Child Protection as is a requirement of regulations. Judy from Protective Behaviours WA delivered an excellent presentation of what is a very difficult subject.

- On 29 June Bassendean Wind in the Willows underwent the 6 monthly external the Food Safety Audit, we are very proud that the auditor reported 'we are kicking goals' and are thankful to Shamali in particular for her efforts. Likewise Su followed with a glowing report at the end of the month and a successful audit for Ashfield.
- Utilisation is currently extremely healthy with almost no room for movement! We are looking forward to the recruitment of 2 new educators to relieve some of the pressure of staffing and the extra support in providing high quality educational programmes for children.

OFFICER RECOMMENDATION — ITEM 8.6

That the Ongoing Activities Progress Reports be received.

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

There are no further meetings for 2018.

Attachment 2

Projects for the term of the Committee (See item 8.4)

Corporate Plan Project	Action Timeframe	Project Update
Grants for Support for Community Groups	2018/19 – 2021/22	Funding adopted with the budget to support community groups with neighbourhood activation activity. Revised Policy and Funding Guidelines in preparation to be presented to Council for adoption
Develop and Implement a Revised Culture Plan	2018/19 – 2020/21	Councillor workshop conducted on Tuesday 31 July where the Consultant outlined his preliminary findings and linked them to the Community Strategic Plan. See report elsewhere in this agenda on the consultation findings
Review and Implement a Public Art Master Plan	2018/19 – 2020/21	The Review project is to be conducted in-house and will report with a revised Policy and an implementation plan
Implement projects related to the Local Studies Collection Plan with the community	2018/19	In setting the budget, it was determined to revise the production of a Local Studies Collection Plan will be achieved in-house: The funds for the consultancy redirected to Local Studies Collection projects/activities.
Nature-based Playground Facilities at Sandy Beach and Mary Cres Reserve	2017/18 – 2020/21	No suitable tender response was received for the Chapman or Lord Street properties. Council has resolved to sell the properties by private treaty with marketing to commence in September. A report on the Sandy Beach Nature Based Regional Playground is to be considered by Council at the August meeting. No suitable response was received for the Mary Crescent Res playground tender utilizing the WALGA portal. Council resolved to go to open tender. To date 27 requests for the tender package have been received.
Play Spaces Implementation Plan reviewed	2018/19	To be conducted as an internal project.
Plan and Build a Men's Shed Facility	2018/19	Report on the ability to build the facility at May Holman Road property with the adopted budget is to be received by Council at the August Council Meeting.

Plan for and implement an Integrated Children and Family Services Centre	2019/20 – 2021/22	Planning to incorporate the Child Health Clinic into the 1 Surrey Street redevelopment is progressing. At the June People Services Committee, it was agreed to defer establishing a Working Group to progress the Integrated Facility.
Implement a new Reconciliation Action Plan (RAP)	2018/19 – 2021/22	Publication of the new RAP is in progress with an order raised for the publications design and print.
Implementation of identified works, as per Council agreement, resulting from the 2017 Community Facilities Audit and Needs Assessment	2018/19 – 2020/21	Funding approved for the Master Planning of Jubilee Reserve and for the Master Planning of BIC Reserve during the term of the Committee. Funding also approved for an Audit of Sports Ground Lighting this financial year.
Develop Public Health Plan for the Town of Bassendean	2020/21	A project planned for year 3 in the Corporate Business Plan.
Review Service delivery models for seniors including community care and Hyde Retirement Village	2018/19	Following a request for quotes process, three quotes were received to conduct the review process for the Seniors and Disability Services Business Unit, including Hyde retirement Village. The Town has resolved the preferred provider and is in the process of appointment. The consultancy will commence in mid-September.
Develop a new Age Friendly Community Plan	2020/21	A project planned for year 3 in the Corporate Business Plan.
Develop a new Child Friendly Community Plan	2018/19- 2020/21	The project will commence later in the financial year and be conducted in-house.
Review and Implement Youth Plan	2018/19 – 2020/21	The project will commence later in the financial year and be conducted in-house.
Events for Mental Health Week & Carers Week	2019/20 – 2020/21	See reports from the Manager Recreation and Culture and Manager Youth Services above for updates