

ATTACHMENT NO. 1

Town of Bassendean

Youth Statement

June 2018

M:\committees\People Services Committee Att – Youth Statement

Town of Bassendean Youth Statement

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Youth Statement base on the Options for Youth - Youth Policy and Strategy compiled by Mr Gary Evershed

Revised by Greg Neri and Ayden Mackenzie
April 2018

Town of Bassendean
48 Old Perth Road
Bassendean WA 6054
www.bassendean.wa.gov.au

Executive Summary

The Town of Bassendean values young people and readily accepts that it has an important role and responsibility in supporting a youth friendly community and building the capacity of all young people.

The Town of Bassendean Youth Statement is a revised and updated version of the Options for Youth - 'Youth Policy and Strategy' document. This version is a revision of the original Youth Statement produced in 2015. This Youth Statement forms the background to the Town of Bassendean Youth Services Business Plan and informs the Bassendean Community Strategic Plan.

The following methodology was used to create the Youth Statement:

1. Options for Youth – Youth Policy and Strategy

The existing Town of Bassendean Youth Policy and Strategy value statements were reviewed and updated to reflect current issues facing the Town of Bassendean's young people.

2. Youth Consultation

A youth consultation process was conducted with young people that live, work, study or recreate in the Town of Bassendean. The Town's Youth Advisory Council provided guidance on the consultation process and local young people were engaged to interview the Town's youth.

3. Literature Review

A literature review was undertaken to examine the role Local Government authorities have within the Youth Sector, Youth Development theories and the benefits of youth participation in local government authorities.

4. Demographic Data

Statistical Information pertaining to the profile of Town of Bassendean's young people was obtained from the 2016 ABS Census Data.

The Town of Bassendean Youth Statement details best practice, and a framework to guide the Town's planning and operations in supporting all young people.

The Youth Statement highlights the benefits of youth participation and engagement for young people and Local Government authorities. It highlights the 'Positive Youth

Development' principles, the role of Local Government authorities within the Youth Sector, and finally the roles and responsibilities of the Town of Bassendean in supporting young people.

Demographic Data Image

Town of Bassendean Community Profile

The Town of Bassendean is a Local Government Authority spanning over 11 square kilometres with 15,092 residents bordering the Swan River in the North Eastern Region of the Perth Metropolitan Area. The Town benefits from economies of scale through its membership of the Eastern Metropolitan Regional Council (EMRC) which comprises the Local Governments of Bassendean, Bayswater, Belmont, Kalamunda, Mundaring and Swan.

The Town includes the three suburbs of Ashfield, Bassendean and Eden Hill, whose residents and ratepayers are represented by seven Councillors.

The Diversity of Bassendean's Young People

Council recognises the diverse strengths, skills, talents and resourcefulness of young people. The young people residing, studying, working or visiting the Town of Bassendean come from differing age ranges, socio-economic circumstances and cultural backgrounds. The needs of young people are complex and constantly changing depending on their backgrounds and particular circumstances.

Council recognises that significant numbers of young people may share common barriers to accessing services, facilities and resources available in the community. Young people therefore often require specifically targeted support to assist in overcoming these barriers. Furthermore there are a number of characteristics that are contributors to a young person being considered 'at risk' or 'disadvantaged'.

These characteristics can include:

- Unemployment
- Socioeconomic background
- Culturally and linguistically diverse background
- Disabilities
- Homelessness
- Literacy and numeracy skills
- Offending behaviour
- Sexuality
- Mental health
- Family / home circumstances
- Parents' education levels

Town of Bassendean Youth Programs

The Town of Bassendean has a strong history of supporting young people in the region. In 1985, the Council began the Bassendean Youth Service and still today provides vital support for many young people in the community.

Since 1985, Bassendean Youth Services has developed and facilitated programs and delivered government contracts that have provided young people with the following services:

Case management funding for Bassendean Youth Services is provided by State Government via the Department of Communities - Child Protection and Family Support. These funds are used to deliver case management services and an unstructured 'drop in' recreation and support programs offering access to youth specific facilities, IT, and individual support. The aim of recreational programs is to provide positive social opportunities in a supervised environment, allowing for the development of longer-term support relationships and future referral to specialist services. Additional programs, events and projects are delivered through grant funding.

Mainstream youth needs are supported by the Council's Sport and Recreation programs which encourage young people to participate and be physically active. The Bassendean Memorial Library provides young people access to information in diverse formats. The Town also provides the Dudley Robinson Youth Grants program to support individuals participate in representative sport, culture, and leadership opportunities.

Overall, Council recognises that catering for the needs of young people today requires an innovative and creative approach which at times involves the breaking of new ground and developing innovative strategies. In addition, Council believes that it has responsibilities which extend beyond the confines of the Town's boundaries and will work collaboratively with other agencies and stakeholders to form strategic partnerships where necessary to meet the needs of the Town's young people.

Regional Participation

The Town of Bassendean recognises that it is part of the larger Eastern Metropolitan Region and is committed to active participation in activities within the region which will provide a greater benefit to the young people in our community. In addition, Council recognises that young people are highly mobile and travel between local government areas to access services and facilities, or pursue leisure and social interests.

Local Governments in the region therefore have a shared responsibility for the needs of the region's young people. These youth needs are often best addressed by using a regional and cooperative approach to policy development and program delivery. The Town of Bassendean has demonstrated leadership in working collaboratively, and creating opportunities for the development of regional initiatives. The Town of Bassendean was a key stakeholder in establishing NEYON – North East Youth Organisations Network and lead agency in developing the Youth Sector eForum. Both these forums provide Youth Sector workers the opportunity to network, provide a forum to discuss current issues pertaining to young people, and professional development opportunities.

The Town of Bassendean will continue to work collaboratively with key stakeholders and agencies to provide support for young people in the region.

The Benefits of Involving Young People

Involving young people in the community benefits everyone. Research shows improvements in skills, opportunities, knowledge, health and well-being for younger and older people, plus better, more effective services.

The development of skills through:

- Problem solving and decision making.
- Creative and critical thinking.
- Collaboration, communication and negotiation.
- Researching and evaluating information.
- Flexibility and adaptability.

Realising opportunities through:

- Increasing social networks.
- Building employment and career networks.
- Increasing aspirations.
- Providing a sense of purpose and value.
- Contributing to ongoing community participation.

Increased knowledge through:

- Improving engagement in learning and academic achievement.
- Strengthening understanding of local history.
- Increasing knowledge of community issues and cultures.
- Building social awareness and responsibility.
- Increasing empathy and respect for older people's experiences and achievements.

Improved health and wellbeing through:

- Improved physical and mental health.
- Experiencing a sense of belonging.
- Building resilience, optimism, positivity and enjoyment of life.
- Increasing access to trusted adults.
- Diversion from violence, anti-social and risk-taking behaviours.

Importance of Youth Participation and Engagement

TALKING PARTICIPATION TAKING ACTION - A Local Government Guide to Youth Participation commissioned by the Tasmanian Office of Children and Youth Affairs highlights the importance of youth participation and engagement for local government authorities:

For Councils, effective participation may mean:

- being 'in tune' with young people's needs and expectations
- investing in future community leadership and capacity building
- creating a positive impression about Council and how Council does business
- demonstrating Council cares about the future
- creating a more accurate profile of young people in the community
- responding to young people across all aspects of Council business
- developing stronger networks of Council, service providers and young people
- developing clearer priorities for resource allocation
- discovering opportunities to recognise and celebrate the positive achievements of both Council and young people.

For the broader community effective participation may mean:

- developing a greater understanding of the needs and issues of young people
- recognising the value, contribution and positive potential of young people
- developing confidence in the future leadership of the community
- building a stronger community that people can feel comfortable and take pride in
- reducing unwarranted concern about the 'problems' of young people
- potentially retaining young people in the local area.

Local Government Role in Youth Development and Youth Work Sector

Definition

Youth is best understood as a period of transition from the dependence of childhood to adulthood's independence. That's why, as a category, youth is more fluid than other fixed age-groups. The United Nations for statistical purposes, defines those persons between the ages of 15 and 24 as youth.

The Town of Bassendean youth cohort mainly addresses the developmental needs of young people between 12 – 20, however recognises the importance of 21 – 25 and the transition into adulthood.

Positive Youth Development

'Positive Youth Development' is a set of practices which enable young people to reach their full developmental potential, and is used by agencies, programs, schools and communities. The Positive Youth Development framework is important for the Town of Bassendean to recognise in its planning for and interaction with young people.

Key Components of Positive Youth Development include:

Engagement: Young people need opportunities to engage in meaningful activities, have a voice in decisions, take responsibility for their actions, and actively participate in the life of the community.

Connectedness: Young People need to belong, and be connected to family and community to thrive.

Preparedness: Young people need to develop competencies and skills to ready themselves for overall wellness, work, and adult life.

Positive Youth Development has six focus areas within the framework:

- Emphasis of positive outcomes
- Youth voice
- Strategies which aim to involve all youth
- Long term involvement
- Community involvement
- Emphasis on collaboration

The Role of Local Government in the Youth Sector

Local Government have a significant role to play in the Youth Work Sector. The Town of Bassendean have demonstrated this through ongoing service delivery and as a key stakeholder in the North East Metropolitan region.

In 2013, the Department of Education and Early Childhood Development and the Municipal Association of Victoria undertook a project to highlight good practices in providing services to Young People – ‘Right in the mix: Roles of Victoria Councils in the delivery of services to vulnerable Young People’.

A summary of the findings indicated that Local Government play a key role in the delivery of universal prevention and early intervention programs for Young People. Furthermore, Councils are pivotal to program and community planning in connecting services and developing partnerships.

The report identified the different roles Local Government plays in the Youth Sector. These roles include:

- Prevention
- Secondary and tertiary services
- Planning
- Coordination
- Data and data collection
- Value adding
- Programs delivered in schools
- Delivering State funded programs.

This sentiment was reinforced at the *2015 Local Government Youth Services Forum* held in Melbourne. Keynote speaker Professor Robyn Broadbent highlighted that all Councils and communities can help keep young people safe and connected. Furthermore she reinforced that if Local Government accepted their responsibilities to young people, Youth Services could provide targeted support in universal, early intervention and tertiary support.

The forum concluded that the future for Local Government’s Youth Services delivery needs to remain a vital space for young people to engage with a range of supports. Local Government Youth Services need to be responsive, dynamic and visible, with drop-in and online options with outreach capacity.

Town of Bassendean Strategic Community Plan 2017-2027

Our vision for the future:

A connected community, developing a vibrant and sustainable future, built upon the foundations of our past.

Strategic Priority 1: Social

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

1.3 Plan for a healthy and safe community

1.4 Improve lifestyle choices for the aged, families and youth

Town of Bassendean Youth Services Vision

To enhance the quality of young people's lives as valued members of the community by ensuring that Council processes are inclusive of young people, and that young people have access to a range of quality facilities and support services which are responsive to their diverse needs, and ensures they are active participants in the Town of Bassendean community.

Youth Services Guiding Principles

Bassendean Youth Services will be guided by the following principles to ensure access to support services, programs and facilities for young people which are:

Planned and Coordinated: Council recognises services to the community are best delivered in a holistic, coordinated manner and that any Council planning processes such as land use planning, strategic planning and recreation planning must consider the needs of young people.

Efficient and Accountable: Council requires services for young people to be delivered in a cost effective, competitive, transparent and accountable manner.

Participative: Council encourages that as users of Council facilities and community services, young people should be directly involved in all stages of their development, design and

management. Council encourages young people's participation in Council's decision making processes and in community life generally.

Accessible: Council seeks to ensure that young people have ready access to a comprehensive range of services and facilities in the community.

Diversity and Equity: Council recognises diversity amongst young people in planning any strategies or responses to youth issues and recognises that the most disadvantaged young people require additional support.

Collaborative Partnerships: Council will strive to work collaboratively and in partnership to address youth issues with agencies and stakeholders.

Council's Roles and Responsibilities

The Town of Bassendean has a number of roles and responsibilities which support young people in the community. These include:

Service Delivery: The direct involvement of Council, independently or in partnership in the provision of services, programs, projects and facilities for young people.

Planning: The involvement of Council, independently or in collaboration with other stakeholders participating in the planning processes: needs analysis, developing strategies, implementing and evaluating strategies for young people in the region.

Coordination: Council working in a leadership role with community groups and other agencies to ensure the efficient use of resources to meet the needs of local young people. A coordinated approach seeks to avoid duplication of effort and resources and encourages working in partnership to achieve common goals.

Support: Providing assistance to other community groups who are supporting young people. Assistance could be financial, the use of facilities or equipment, providing advice or information or endorsing funding applications.

Advocacy: Representing the interests of young people by highlighting issues pertaining to them at all levels of government and within the community. Furthermore, advocacy will promote young people in a positive way and challenge negative stereotyping.

Education: Council provides targeted education, in partnerships with external agencies, on health and wellbeing to young people in Bassendean.

Town of Bassendean Youth Priorities

The Town of Bassendean has identified the following priorities for young people in the community. Each priority area includes the Town's Values Statement, Aim and Strategy:

Accommodation and Housing

Values and Issues Statement

The Town of Bassendean:

- accepts that accommodation is a basic need and right of all individuals;
- acknowledges that young people's accommodation needs are best met in a safe, stable, caring and supportive environment;
- supports the maintenance of positive family relationships between young people and their parents and caregivers;
- recognises that many young adults choose to live away from the family home as a natural stage of maturation, or because of the need to live near work or educational institutions;
- acknowledges an increase in youth homelessness in the region, and a serious shortage of suitable accommodation;
- is committed to supporting access by young people to a range of safe, affordable, housing options.

Aim

To encourage young people to remain in safe, stable, caring and supportive environments, to foster the provision of a broad range of accessible accommodation options for young people and to assist in minimising youth homelessness within the Town and the North East Metropolitan Region.

Objectives

1. Encourage and assist agencies to support and promote relationships between young people and their families and carers, and provide support in times of crisis;
2. Ensure that the Town of Bassendean's planning processes including town planning scheme reviews, consider the accommodation needs of young people, and consider a range of accommodation and housing options;
3. Ensure that young people have access to relevant information and assistance relating to the accommodation and housing options available to them;
4. Raise awareness of Council members, staff and Town of Bassendean Executive about the accommodation needs of young people, gaps which exist in the provision of

accommodation, barriers to access, and the underlying causes of youth homelessness; and

5. Work in partnership with other local government authorities, government departments, service providers and the community to promote supported housing for homeless young people.

Participation and Positive Promotion

Values and Issues Statement

The Town of Bassendean:

- acknowledges that effective ongoing consultation with all sectors of the community including young people is a major Council priority;
- acknowledges that young people are an important and integral part of the community, and have a right to be consulted and have their views taken seriously;
- acknowledges that young people should be consulted in decisions and policy making processes on issues that affect them; and
- regrets that young people at times have been negatively represented, and that ongoing positive promotion is needed to counter this perception in the community.

Aim

To ensure that young people are regularly consulted about relevant issues, participate in Council decisions effecting their lives, and benefit from positive promotional initiatives developed by Council.

Objectives

1. Identify on an ongoing basis, issues of priority importance and concerns shared by young people;
2. Ensure young people are consulted in the planning stage of Council policy development and have effective input into Council's decision making process; and
3. Maximise opportunities to positively promote young people and their achievements.

Employment, Education and Training

Values and Issues Statement

The Town of Bassendean:

- acknowledges that achievement in education and training has many positive benefits and increases a young person's ability to find employment;
- acknowledges that employment promotes a sense of wellbeing as well as financial and social independence;
- understands that young people who engage in school have a higher tendency to engage in positive behaviours;
- understands that young people who are employed generally experience a positive sense of self-esteem, have good health and are more likely to engage in positive behaviours than those who are unemployed; and
- acknowledges that it has a role to play in supporting education, training and employment opportunities for young people.

Aim

To maximise the opportunities for young people to participate in employment, education and training, to assist them to overcome barriers to participation.

Objectives

1. Work independently and in partnership with other Local Government authorities, government departments, service providers and the community to encourage the growth of education, training and employment opportunities for young people in the Town of Bassendean and the North Eastern Metropolitan Region;
2. Support employers, schools and training providers in their provision of opportunities for young people;
3. Ensure that young people have access to relevant information and assistance relating to employment, education and training options;
4. Participate in networks with key service providers and agencies supporting young people's access to employment, education and training.

Funding and Coordination

Values and Issues Statement

The Town of Bassendean

- acknowledges that young people are an important segment of the community and require the equitable allocation of Council and community resources;
- recognises that to fulfil its community services obligations it may be required to directly fund some services to young people;
- recognises that to maximise the effectiveness of scarce resources, a planned and coordinated approach to service delivery is essential;
- acknowledges that local government is well placed to identify sources of funding and to facilitate, coordinate and support funding applications on behalf of the community; and
- recognises that it can form strategic partnerships with State, Commonwealth and the Community Services sector to provide services for young people.

Aim

To work independently and in partnership to maximise the coordination and funding of services and programs for young people in the Town of Bassendean and the North East Metropolitan Region.

Objectives

1. Identify funding priorities to meet the needs of young people;
2. Be aware of funding opportunities and understand the shift in policy directions of State and Commonwealth Governments, and submit appropriate funding submissions;
3. Work independently and in partnership with other local government authorities, government departments, service providers and the community to attract funding for youth services and programs in the Town of Bassendean and the North East Metropolitan region; and
4. Support community organisations with funding applications by providing advice, letters of support and practical assistance.

Health

Value and Issues Statement

The Town of Bassendean:

- Acknowledges that the health of young people is intrinsically linked to their social well-being and that this is a community responsibility;
- Acknowledges that adolescence is a life stage of rapid physical and emotional growth and development;
- Acknowledges that youth is a stage of life characterised by relatively good physical health, but some young people may experience mental health issues;
- Accepts that the health needs of young people need to be viewed in a holistic manner embracing physical, emotional, mental and social well-being;
- Recognises that community and preventive health strategies and access to quality health care are important for the well-being of young people;
- Acknowledges that whilst health is primarily a State and Commonwealth responsibility, the Town of Bassendean has an important role to play;
- Acknowledges that relatively poor health suffered by many Aboriginal young people is preventable and treatable.

Aim

To encourage young people to establish and maintain healthy lifestyles by making informed choices about their behaviours.

Objectives

1. Provide and support a range of healthy activities in which young people can participate;
2. Increase the awareness and knowledge of young people about healthy lifestyle choices, prevention and harm reduction strategies;
3. Increase the awareness of young people about how and where to access available health services; and
4. Ensure that young people have access to a wide range of health services in Bassendean and the North East Metropolitan region.

Legal Issues

Value and Issues Statement

The Town of Bassendean:

- Recognises that the overwhelming majority of young people are responsible, law abiding citizens and only a small percentage of young people are linked to the justice system;
- Recognises that there are a number of reasons for juvenile offending including; low socioeconomic environment, lack of family support, low self-esteem, and limited education and training opportunities;
- Regrets the negative media portrayal of young people by focusing on reports of juvenile criminal activity;
- Recognises that many young people complain of being 'harassed' and 'moved on' by Police; and
- Recognises the importance of working in partnership with the community and Police to manage and minimise crime in the Town of Bassendean.

Aim

To encourage greater communication and understanding between young people, their families, carers and the Police, and ensure that young people have access to legal information and are aware of their legal rights and responsibilities.

Objectives:

1. Provide and support a range of diversionary recreational activities in which young people can participate;
2. Promote positive alternatives to juvenile offending behaviour and support strategies amongst young people;
3. Increase the awareness and knowledge of young people about their legal rights and responsibilities and available support services;
4. Promote positive communication and cooperation between young people and the Police and foster improved community relations generally ; and
5. Provide a leadership role in debate and action at the local, regional and state level regarding positive approaches to addressing juvenile crime.

Leisure

Values and Issues Statement

The Town of Bassendean:

- Recognises that young people's diverse leisure needs are often different to other age groups in the community;
- Recognises that there are diverse leisure needs within the wide 'youth' age bracket;
- Recognises that young people gain significant personal and social benefits from participation in structured and unstructured leisure pursuits;
- Recognises that adolescence is a stage of life characterised by relating high levels of energy, enthusiasm, creativity and risk taking behaviour: and
- Recognises that young people often require physical and mental challenges to satisfy their developmental needs.

Aim

To support and encourage the provision of a diverse range of structured, unstructured and casual leisure and recreation options which can be readily accessed by the Town's young people.

Objective

1. Provide and support a diverse range of affordable, accessible and responsive recreational programs, services and events in which young people of various ages and with various interests can participate;
2. Encourage the development and management of facilities and public spaces that are appealing and meet the diverse leisure needs of young people;
3. Provide information services which are attractive and relevant to young people; and
4. To ensure that young people have access to information about leisure opportunities available in the Town of Bassendean and in the North East Metropolitan region.

Public Space

Values and Issues Statement

The Town of Bassendean:

- Understands that there are more options available for young people to meet and socialise for those with better financial resources;
- Understand that young people enjoy the passive use of leisure time and 'just hanging out' to socialise and interact with friends in public spaces;
- Recognises the importance of retail owners being able to operate profitably, and for their customers to feel safe and comfortable in public spaces;
- Recognises that exclusion and zero tolerance programs further alienate young people and increases the likelihood of conflict in public places;
- Recognises that, by law, young people have equal rights to access public spaces as any other group in the community;
- Recognises that all community members have a responsibility to interact in a harmonious manner in public spaces;
- Recognises that young people can be the perpetrators and victims of racism and acts of violence in public spaces; and
- Recognises that young people require specifically developed, safe, accessible 'youth friendly' areas where they can socialise and engage in passive leisure activities.

Aim

To foster communication and understanding between young people and the local community to ensure that young people are accepted and encouraged to use accessible public spaces. To foster an integrated approach, where spaces for young people are designed to increase inclusion and participation in community life; ensuring they feel valued and welcomed.

Objectives

1. Foster positive relationships between young people using the Town's shopping centres and precincts, and business people;
2. Ensure young people have access to safe, appealing and strategically located public spaces to congregate and to engage in leisure pursuits;
3. Ensure that young people as community members are aware of their rights and responsibilities regarding access to public space; and
4. Ensure that Council maintains a comprehensive strategy regarding the community use of public spaces.

Culture and the Arts

Values and Issues Statement

The Town of Bassendean:

- Recognises the importance of Bassendean's young people from diverse cultural backgrounds expressing and celebrating their cultural diversity;
- Recognises that cultural expression is an important vehicle for young people to express their vitality and their thoughts, fears, hopes and critical reactions to society and their environment;
- Understand that some young people gain employment or income supplementation through artistic endeavours; and
- Recognises that young people are entitled to participate in the cultural life of the community and should be included in policy and project development.

Aim

To support and encourages young people to celebrate their cultural heritage and identity, to further develop their own forms of expression and to contribute to the cultural life of the Town through arts projects and public events.

Objectives

1. Provide opportunities for the expression and celebration of cultural diversity;
2. Ensure opportunities for cultural expression and creative participation relevant to young people are provided;
3. Ensure the contributions of young people are incorporated into the Town's Cultural and Arts policies, plans and programs; and
4. Ensure young people have access to information about Cultural and Arts opportunities available in the Town of Bassendean and in the North East Metropolitan region.

Transport

Values and Issues Statement

The Town of Bassendean

- Recognises that transport is of crucial importance in young people being able to interact socially and to access; education, employment, health and community services, entertainment and leisure opportunities;
- Recognises that many young people rely on public transport
- Recognises that cycling is an important means of transport for young people
- Accepts that transport needs of young people should be considered in equal importance with those of any other section of the community; and

Aim

To encourage young people to access to safe, affordable and convenient transport options within the Town of Bassendean and North East Metropolitan Region

Objective

1. Encourage the operators of public and commercial transport to provide a safe, affordable, accessible and comprehensive transport systems within Bassendean and the North East Metropolitan Region
2. Provide transport options for young people accessing Bassendean Youth Services programs;
3. Expand the network of cycle-ways and dual-use paths within the Town's boundaries; and
4. Ensure, where possible, that community facilities and services for young people are situated in close proximity to public transport.

Volunteering and Civic Participation

Values and Issues Statement

The Town of Bassendean:

- Recognises the importance of volunteering for both young people and the community;
- Acknowledges that volunteering helps to build young people's self-worth and resilience;
- Acknowledges that volunteering provides young people with workability skills that can help them gain employment;
- Recognises volunteering opportunities provide an opportunity for young people to share and build on their knowledge, skills and interests through active citizenship;
- Recognises that not all volunteering opportunities for young people are widely promoted.

Aim

The Town of Bassendean aims to encourage young people to undertake volunteering in the community, through promoting the social and emotional benefits and developing youth specific volunteering opportunities through the Town.

Objective

1. Collaborate with the Bassendean Volunteer Centre to promote suitable youth specific volunteering roles and encourage young people to get involved in volunteering in the community.
2. Maximise opportunities through Town of Bassendean's Youth Advisory Council and Youth Events to develop civic and volunteering opportunities for young people.
3. Examine opportunities with local schools to assist in the completion of mandatory community service hours.

ATTACHMENT NO. 2



Document #: IAPP-14072518
 Date: 05.06.2018
 Officer: GABRIELLA R FILIPPI
 File: RECC/ARMNT/1



APPLICATION FORM

To assist in the assessment of your application, please ensure you print clearly, complete all details and provide any attachments requested – Thank you.

NAME OF APPLICANT GROUP:	ArtsHouse Community Garden
NAME OF EVENT:	Bush medicine garden celebration

TYPE OF APPLICANT GROUP:	<input type="radio"/> Incorporated sporting/leisure/cultural organisation <input type="radio"/> Incorporated charitable (non profit) organisation <input type="radio"/> Incorporated community group <input type="radio"/> Educational institution
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CONTACT PERSON: (Must be over 18yrs)	Mr <input type="radio"/>	Given Name	Emma
	Mrs <input type="radio"/>	Surname	Lashmar
	Ms <input type="radio"/>	Position Held	Liason Officer
		Proof of Identity (Driver's License No.)	4476367

POSTAL ADDRESS (For Invoices):		PHYSICAL ADDRESS:	
ArtsHouse Community Garden		Corner Reid and Kathleen Streets	
c/o Marie Molloy, Cyril Jackson SC		Cyril Jackson Senior Campus	
53 Reid Street			
Suburb	Bassendean	Suburb	Bassendean
Postcode	6054	Postcode	6054

CONTACT NUMBERS	Work Phone	0422637612	Fax	(Emma)
	Home Phone		Mobile	0422635612
	E-mail	cjscartshouse@gmail.com		



Please return to:
 Town of Bassendean
 PO Box 87
 Bassendean, WA, 6934
 Enquiries – 9377 8000

<p>IS THE APPLICANT GROUP REGISTERED FOR THE GST?</p> <p>YES <input type="checkbox"/></p> <p>NO <input type="checkbox"/></p>	<p>DOES THE APPLICANT GROUP HAVE AN AUSTRALIAN BUSINESS NUMBER (ABN)?</p> <p>YES <input type="checkbox"/> ABN is: _____</p> <p>NO <input type="checkbox"/></p>
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<p>IS THE APPLICANT GROUP INCORPORATED?</p> <p>YES <input type="checkbox"/> Incorporation number on top of incorporation certificate is: A1021379L</p> <p>NO <input type="checkbox"/></p>	<p>DOES THE APPLICANT GROUP HAVE CURRENT PUBLIC LIABILITY INSURANCE?</p> <p>YES <input type="checkbox"/> [Please attach a copy of your certificate of currency for public liability cover]</p> <p>NO <input type="checkbox"/></p>
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PROJECT DESCRIPTION (Brief description of overall project – 150 words max):

The ArtsHouse Community Garden, located at Cyril Jackson Senior Campus, will be hosting an event in July to celebrate the winter planting season, and bring focus to the practical uses and cultural significance of our local native flora. We will be planting 30-45 additional traditional Nyoongar medicinal plants in our newly established Bush Tucker garden. Alongside this major planting session, we hope to host Vivienne and Mort Hansen to speak, and Dale Tillbrook to prepare tastings. The elders will welcome us to country, and the three educators will share with us the knowledge of these particular native plants by the Whadjuk Nyoongar peoples. The Hansens have previously presented to the students of CJSC at an educational event we held on the 13th of April, when the Bush Tucker garden was initially established. This weekend event will be open to the wider community, and ideally a garden blessing ceremony or similar significant gesture will also be incorporated.



Please return to:
Town of Bassendean
PO Box 87
Bassendean, WA, 6934
Enquiries – 9377 8000

BRIEF BACKGROUND OF ORGANISATION (Purpose, how long in operation, etc. 150 words max.):

The ArtsHouse project was initiated in late 2014, and the Community Garden became an incorporated body in October 2015. The Community Garden strives to be a local hub for education in sustainable practices, environmental awareness and practice in action. It exists as part of a larger project that aims to engage the community in a range of arts and leisure activities and education opportunities. The key aims of the community garden project are to provide an opportunity for people from all walks of life to connect with the environment and other people, learn new skills, achieve a variety of health benefits and participate in community life. Community members of all ages and skills levels are encouraged to actively contribute to processes, and work collaboratively with CJSC staff, students, organisations and other volunteers toward these shared goals.

PROJECT OUTCOMES:

The key aim of this project is to develop the current Bush Medicine garden as a resource to enable Aboriginal people to provide education to community members about the value and importance of our local native flora, and its cultural significance to the Whadjuk Nyoongar peoples. As these plants can be incorporated into a domestic garden as a functional and water-wise landscaping solution, it also addresses our sustainability focus.

To complement the presentation by Vivienne and Mort Hansen, we hope to secure the services Dale Tillbrook of Maalinup Aboriginal Gallery in the Swan Valley, who specialises in presenting native ingredients for tasting. These tastings will further contextualise the Bush Medicine garden planting event, and provide both sustenance and another aspect of education for the participants.



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The event will foster numerous opportunities for social interaction, community building and collaboration between existing members of the Community Garden and the wider Bassendean community.

We believe there are many parallels with the Council's current focus: including the Reconciliation Action Plan, local sustainability strategies, and general community building opportunities.

WHAT RELATIONSHIP DOES YOUR ORGANISATION HAVE WITH OTHER SERVICES WITHIN THE COMMUNITY?

The ArtsHouse Community Garden is part of the broader ArtsHouse project located at Cyril Jackson Senior Campus. We have an ongoing fruitful relationship with the students and staff of CJSC.

Additionally, we have incorporated with the Verge Transformation Project, which was initially assisted by Town of Bassendean.

As a group focussed on sustainability and permaculture ideals, we have connections with *other local environmental groups.*

WHAT BENEFITS DO YOU SEE FOR YOUR GROUP FROM THIS PROJECT?

The event will educate our current Community Garden members about the value and uses of the particular native plants which we will be tending in our Bush Medicine garden.

It will also provide significant exposure for our Community Garden, and the wider ArtsHouse project, as we are always seeking volunteers and local collaboration with future prospective projects.

It continues to develop the Community Garden as a rich educational and leisure resource on offer to the wider Bassendean community.



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It continues to build and invest in the connection between the Garden, the campus of CJSC, and the local Aboriginal community.

TARGET GROUP:

Who is the project being developed for and state approximately how many people will benefit from the project?

The project is primarily targeted at Bassendean community members who are interested in sustainable gardening practices, cultural awareness, and in gathering together to achieve practical change on a local level.

The other significant aspect is our intention that, in creating educational events where Whadjuk Nyoongar people are able to share their knowledge about their culture, we create a space for dialogue and reconciliation.

We estimate that between 20-40 community members may attend. There are an additional 20 core Community Garden members, plus 10-20 staff and students from Cyril Jackson Senior Campus who are likely to attend. Total involved may range between 40-80 people.



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BUDGET

INCOME		
Income - Cash		
Sponsorship requested from the Town of Bassendean (GST exclusive)		1000
Cash Contribution from Applicant		N/A
Ticket Sales if applicable		N/A
Merchandise Sales if applicable		N/A
Other cash income		N/A
Income - In Kind		
Venue Donation - 5 hours		100
Coordinators Time - 45hr volunteer total		1485
Materials - plants, tools, irrigation, soil and.		300
Photocopies		N/A
Mail outs		N/A
Other In-kind support		1000
TOTAL INCOME		2985

EXPENDITURE		
Expenditure - Cash		
Artist Fees or Quote for Service - as below:		1000
Equipment Hire	\$500 botanical	N/A
Venue Costs	workshop/	N/A
Marketing Promotion	presentation with	N/A
Administration	Viv + Mort Hansen	N/A
Materials	\$100 additional	N/A
Catering	blessing	N/A
Merchandise	\$400 Dale Tillbrook	N/A
Other	tastings	
Expenditure - In Kind		
Venue Donation		100
Coordinators Time		1485
Materials		300
Photocopies		-
Mail outs		-
Other In-kind expenditure		2985
TOTAL EXPENDITURE		2985

Note:

- The sponsorship request that is made to the Town of Bassendean should not include the GST, because the Council will automatically "cash-up" the amount for successful applicants if they are registered for the GST, (i.e. The Council will include an additional 10% for the GST). For example, if an organisation applies for sponsorship of \$1,000 and it is approved by Council, they will receive \$1,100, if they are registered for GST.
- Requests for sponsorship for items over \$500 shall be supported by two written quotes from contractors/suppliers (and included with the application form). In the event of insufficient contractors/ suppliers, one quotation will be accepted.



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CHECKLIST

Please check your application against the table below and ensure all relevant criteria has been completed. If any criteria has not been completed, please supply a **brief** comment stating reasons.

Criteria	Yes	No	Comments <i>If applicable</i>
Have you enclosed six copies of the completed application?	Yes		
Have you enclosed copies of the quotes from supplier/service providers, if required?	Yes		It was backdated to the previous planting event and presentation, but the same cost will apply in future. The event has been discussed with the prospective presenters, and verbal confirmation has been made.
Have you enclosed a copy of your Certificate of Incorporation?	Yes		
Have you completed the budget and attached details as outlined in the application?	Yes		
Have you consulted with community groups and individuals affected by the project?	Yes		We have consulted with CJSC administration and involved staff, with the ArtsHouse Committee, and with the presenters involved. Date to be confirmed, within school calendar.
Have you discussed this project with Council staff?	Yes		In email format with Salvatore Siciliano.



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Conditions of Application to Town of Bassendean

If the application is successful these conditions will form part of your sponsorship contract with the Town of Bassendean.

1. We agree to display the Town of Bassendean logo (supplied by Council) on our letters.
2. We agree to acknowledge the Town's sponsorship through public address announcements.
3. We agree to acknowledge the Town's sponsorship by displaying signage (supplied by Council) at our event.
4. We are prepared to undertake joint media promotion with the Town.
5. We recognise that special conditions may need to apply to the sponsorship addressing relevant elements of the Town's Corporate Plan to compliment the organisation's objectives.
6. We agree to invite two representatives from the Town of Bassendean to the sponsored activity or event.
7. We agree to provide an acquittal report on the form provided within four (4) weeks of the project's completion.
8. We undertake in consideration of the sponsorship payment to carry out our proposed project in full.

Acceptance of Conditions

I have read and understand the above conditions and am authorised to accept them on behalf of the hirer / club / group / school named previously.

APPLICANT GROUP: _____ ArtsHouse Community Garden Inc.

SIGNATURE OF APPLICANT: _____ DATE: 5/6/18

Original

TAX INVOICE* / STATEMENT*

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* DELETE AS APPROPRIATE)

DATE 13-4-2018

TO CYRIL JACKSON
SENIOR CAMPUS.

ABN (of Recipient) _____ ORDER NO. 1959439

FROM VIVIENNE HANSEN &
MORTON HANSEN

ABN (of Supplier) _____

QTY	DESCRIPTION	PRICE	G.S.T.	TOTAL
1	BOTANICAL WORKSHOP AIR ARTSOURCE PARTNERSHIP			500-

Account Payment Authorization

Supply satisfactorily received by _____ Date: _____

I certify that this account is correct in respect of all requirements of Treasurer's Instruction 304(4)(i) to (vii).
Aison Keene _____ Aison Keene 13/4/18
 Incurring Officer's Name Signature & Date

I certify that this account is correct in respect of the requirements of Treasurer's Instruction 304(4).
KAREN RYAN _____ KAREN RYAN 13/4/18
 Certifying Officer's Name Signature & Date

EFT / Cheque No. _____

Budget/Account Code D1902 GST Code 0 Amount 500-00

PAY TO:
 BANKWEST
 BSB: 306 015
 ACCOUNT: DOB0881
 NAME: MORTON HANSEN.

TOTAL INCLUSIVE OF G.S.T. 500 -

Total includes G.S.T. of

Order as per Quote No. _____ TOTAL (INCLUDING GST) 500

DELIVERY INSTRUCTIONS:

NOTE TO SUPPLIER: If an ABN is not supplied a withholding tax will be applied to the payment for the goods/services invoiced.

Aison Keene _____ 10/4/2018
 INCURRING OFFICER'S NAME SIGNATURE DATE

Level 1, 99 Melbourne Street
South Brisbane QLD 4101
PO Box 2780
Brisbane QLD 4001

Tel: (07) 3237 8666
Fax: 1300 654 186

contactus@austcover.com.au
www.austcover.com.au

CERTIFICATE OF PLACEMENT

In our capacity as insurance broker to The Insured shown below, we confirm that the following insurance contract has been arranged, the details of which are correct as at the Issue Date.

ISSUE DATE: 5 June 2018

THE INSURED: ArtsHouse Community Garden Inc

INTERESTED PARTIES: Nil advised

POLICY TYPE: Liability & Personal Accident

INSURER/S: Chubb Insurance Australia Limited

POLICY NUMBER: 93397976/04PV010667

LIMIT OF INDEMNITY: Public Liability \$20,000,000 Each Occurrence Limit
Products Hazard \$20,000,000 Aggregate Limit

PERSONAL ACCIDENT: Members, Volunteers & Voluntary Workers
Accidental Death \$ 100,000
Weekly Benefit – Bodily Injury \$ 750

SITUATION/S OF RISK: Anywhere in Australia

EXPIRY DATE: 1st April 2019 (at 4pm local time)

This certificate is provided for information purposes and is accurate based on our records at the time it is issued. We are under no obligation to inform you of any subsequent changes to the insurance contract or our records. This certificate confers no rights on the certificate holder. All coverage described is subject to the terms, conditions and limitations of the insurance policy and is issued as a matter of record only. It does not amend, extend or alter the coverage provided by the policy in any way.

Kind regards



KATE BATCHELOR Diploma Fin. Serv. (Broking)
ACCOUNT MANAGER

Direct Number: (07) 3237 8629
Mobile: 0420 396 871
katebatchelor@austcover.com.au