

**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 12 June 2018, commencing at 7.00pm.

Mr Bob Jarvis  
**CHIEF EXECUTIVE OFFICER**

8 June 2018

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**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**

**3.0**                    **DEPUTATIONS**

**4.0 CONFIRMATION OF MINUTES**

**4.1 People Services Committee Minutes of 10 April 2018**

**OFFICER RECOMMENDATION – ITEM 4.1**

That the minutes of the People Services Committee meeting held on 10 April 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 Projects for the Term of the Committee**

A report will be provided to the Committee at each meeting on progress of the various projects.

**OFFICER RECOMMENDATION — ITEM 8.1**

That the progress report on the Corporate Plan Projects be received.

**8.2 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 173 people registering for courses for Term Two, 2018. Term 3 courses will open for registration from the end of June, with courses starting on July 16 2018.

The Mary Crescent Reserve Playground tender documentation has been finalised. The tender will be issued as an eQuote with WALGA.

136 KidSport applications equating to \$19,850 have been processed this current financial year to assist junior sport players participate in their preferred sport. Numbers are increasing rapidly with winter sport registrations now open.

#### ***Facility Management***

The Community Facilities, Ovals/Reserves Audit and Needs Assessment draft final report recommendations completed by AECOM Australia Pty Ltd is currently being updated to reflect comments and priorities identified by Council. Officers are proposing to table the amended report to Council for adoption at the July 2018 Ordinary Council Meeting.

As part of the Cultural Plan review, a recent audit on the usage patterns of the Town's community facilities available for hire was completed. An audit of the usage patterns of community facilities has revealed that although the Town's facilities are well utilised, there are opportunities to increase usage through targeted bookings. The Town's RELax program (previously the Leisure Course Program) continues to be an effective strategy in contributing to facility usage. The audit also revealed that regular/permanent hirers make up on average 67% of facility usage.

A summary is provided below:

	<b>Usage 6570 available hours (6:00am – 12:00 midnight for entire year)</b>	<b>Total for the Year</b>	<b>Regular</b>	<b>Casual</b>	<b>Relax</b>	<b>Internal</b>
<b>Seniors &amp; Community Centre</b>	1832.50	663	82%	1%	13%	4%
<b>Bassendean Community Hall</b>	2064.60	771	58%	13%	15%	14%
<b>Alf Faulkner Hall</b>	3077.40)	905	87%	4%	9%	1%
<b>Bassendean Community Hall – Committee Room</b>	1480.80	378	76%	6%	1%	17%
<b>Library Meeting Room 1</b>	1186.80	496	51%	17%	2%	30%
<b>Library Meeting Room 2</b>	676.50	326	49%	10%	1%	40%

***Day vs night – when is the most demand and when are there most availability (according to existing usage)***

*Most demand would be Sundays for halls, Monday and Tuesday evenings for all facilities. Most availability – Friday afternoons & Saturdays. An array of times is available for each facility every day of the week.*

***Enquiries – approx. how many that CAN'T be accommodated due to existing bookings/ lack of availability***

*Only a small percentage, if the hirer is flexible we can normally re-accommodate on a different day or suggest a different venue etc*

***Any other patterns or trends/ demand that is relevant***

*Term based for RElax and some of our regular hirers. Some casual hirers have programs that go over several weeks and require consistency.*

## **CULTURE**

### ***Cultural Plan Review***

A review of the Town's Cultural Plan continues to progress.

A community survey is live via the Town's *Your Say Bassendean* portal until mid June 2018 and if not already completed, Town Staff encourage members of the People Services Committee to consider completing the survey by accessing the following link – <https://www.yoursay.bassendean.wa.gov.au/cultural-plan-development>

It is anticipated that results of the community consultation process will be presented to Staff in July, followed by a workshop with Councillors scheduled for Tuesday 31 July. Council will have the opportunity to view results of the community consultation process and a likely framework for the development of the Cultural Plan.

Staff are working towards presenting the draft Cultural Plan at the next People Services Committee meeting scheduled for Tuesday 14 August 2018. The aim is for the final draft Cultural Plan to be tabled at the September Council Briefing Session on Tuesday 18 September, followed by the Ordinary Council Meeting scheduled for Tuesday 25 September for Council's adoption.

### **2018 NAIDOC Family Day**

Planning is well underway for the staging of 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 years theme is ***Because of her, we can!***

NAIDOC Week 2018 will celebrate the invaluable contributions that Aboriginal and Torres Strait Islander women have made – and continue to make - to our communities, our families, our rich history and to our nation.

A further report will be provided at the meeting.

### **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.

Staff will continue negotiations with previous sponsors that have supported the respective Art Award categories and through the Curator, brief the panel of judges on key aspects when considering award winners within a local government context.

### **Telethon Community Cinemas**

Council recently approved a new licence agreement for the Movies by Burswood Inc. to stage the Telethon Community Cinemas for a two year period from 1 December 2018 to 31 March 2020 on the BIC Reserve. The Community Cinemas will be included as part of the review of the entire 2020 events calendar prior to considering a further term for the staging of the outdoor community cinemas. As part of this review, alternative locations to the BIC Reserve will also be considered.

### **2019 Australia Day Celebrations and Fireworks Event**

Further to the April 2018 People Services Committee and making a recommendation to Council on the future direction of the Town's Australia Day event, Council resolved the following at its April 2018 Ordinary Council Meeting:

*That Council:*

1. *Receives the report on the future direction of the Town's Australia Day event and notes the recommendations made by the Working Group established to review the Australia Day event;*
2. *Subject to budget considerations approves the Town staging an Australia Day fireworks event in 2019 that reflects the objectives set out for the event by the Working Group, and inclusive of the stories of all Australians particularly the contribution of our first nations' people;*
3. *Acknowledges that the recent Australia Day Review survey is just one tool of the feedback from community and the decision making process and that ongoing review of all events delivered by the Town is required;*
4. *Acknowledges that the Australia Day event is part of the annual calendar of events that is currently being considered in the Cultural Plan review and therefore, Council will review its plans for the entire 2020 events calendar, including the Australia Day event, in light of the results of this review when complete;*
5. *Continues the discussion of Australia Day that brings people together rather than divides the community;*
6. *Considers an allocation in the draft 2018/19 budget for education and storytelling with the theme of 'What does Australia Day mean to you?'*

Staff will progressively work towards implementing Council's resolution for the staging of the 2019 Australia Day event and will provide progress reports to the People Services Committee.

### **Progress Report - Ban on Single Use Plastic**

Council resolved at the March 2018 Ordinary Council meeting to ban all use of single use plastics at events organised or sponsored by the Town but not limited to straws, plastics cups, including plastic lined cups, and plastic bags.

The ban would take effect immediately however vendors would be given a six months grace period to source alternatives to single use plastic.

Town Staff are progressively implementing Council's resolution. In regards to recycling/reducing plastic use at events, Officers are exploring options that could be easily implemented.

## **Events Officer – Misha Elliott**

The Town welcomed Misha Elliott to the role of Events Officer on Tuesday 22 May 2018. Ms Elliott has been transitioning from her current role as Community Development Officer (Events) with the City of Nedlands to the Town. Misha will be working 19 hours per week.

## **YOUTH SERVICES**

### *RYDE Program*

After a number of month's collaboration, the RYDE Program has now launched in the City of Mandurah. At the launch, thanks were given to the Town of Bassendean for their support to establish the Program.

This launch of the Mandurah program means there are now four locations running the RYDE Program; the Town of Bassendean, City of Cockburn, City of Mandurah and a discrete program at Foyer Oxford in Leederville (a 98 bed youth hostel).

Discussions are continuing with the consortium in Bunbury to set up a program in their locality and a report is being prepared by Officers at the City of Joondalup of the viability of a RYDE Program.

### *Cooking Program*

Provision of cooked meals to young people and distribution of food to local families via a partnership with Foodbank. Some older young people are being encouraged to cook 'batches' of food to take with them and freeze for future use.

### *School Holiday Program*

Activity to Manjadel Activity Centre for Alternative Education students planned for 28 June.

An activity was conducted during the April school holidays for families associated with the Bassendean Cultural Advancement Group (BCAG).

### *Education Program*

Introduction of CERT I/II/III Education for local young people disengaged from mainstream education. Self paced and rolling intake model using the Centre's new IT to undertake custom learning modules. Psychologist on site once per fortnight to offer specialist services.

Partnership model involves Youth Services delivering case management services to individual young people as required. This Program will utilise the Centre's interior space Mon – Thurs preceding the Drop-In Program. Numbers are now sitting at around 18 students. This will be capped at 21.

#### *NAIDOC Family Day*

YAC participants have been engaged to assist with the delivery of a 'Youth Zone' at the event with similar inclusions to previous years.

#### *Youth Statement*

Feedback received and revised text incorporated in draft document attached with this agenda. The statement has been reviewed by the Youth Advisory Council and feedback incorporated.

### **VOLUNTEER CENTRE**

National Volunteer Week (NVW) is the annual celebration to acknowledge the generous contribution of our nation's volunteers. From 21–27 May 2018, thousands of events were held across the country to say thank you to the 6 million Australians who volunteer their time.

To celebrate NVW and acknowledge the tremendous efforts of the Town's volunteers, the Volunteer Centre coordinated an appreciation dinner on 24 May for over 180 volunteers of the Town.

We were also joined on the night by Councillors and the Honourable Alanna Cohessy, representative for the Hon Mick Murray, Minister for Seniors and Ageing; Volunteering; Sport and Recreation.

#### **Upcoming Training Event**

- 2 July - Training partnership with the City of Swan - volunteer recruitment, management, retention and recognition- two part series to assist community groups.
- Grant writing workshops for community groups – Date to be confirmed

#### **YTD Volunteer participation numbers at the Town's events:**

- Australia Day: 8
- Bassendean Business Festival: 13
- ANZAC day service: 4
- Reconciliation Day: 3

**YTD new volunteer registration statistics for Town services:**

- RYDE Mentors: 34
- Seniors and Disabilities Service: 5
- Wind in the Willows: 2
- Memorial Library: 4

<p>YTD Volunteer participation hours in the Centre's office alone.</p> <p><u>(does not include volunteer placements)</u></p>	<p><b>YTD- 1,190 volunteer participation hours.</b></p> <p>According to the Volunteering WA calculator, this equates to:</p> <p><b>YTD saving for the Town= \$91,268</b> <b>Expected annual return = \$273,803</b></p>
<p>YTD Community Transport statistics</p>	<p>Community telephone enquiries attended to= <b>1,846</b></p> <p>Client transport trips made= <b>1,459</b></p>

**LIBRARY AND INFORMATION SERVICES**

The Library continues to offer variety of activities for children and adults as well as traditional reference and lending services. It has expanded the services offered to both adults and children in the last six months, and will continue to evolve in regards to public assistance and services offered.

Adult Services

Cyber Citizen, Game Day, Library Craft Group

Literary Salon- quarterly meet-the-author sessions with high tea and nibbles: session on Wednesday 16 May with Laurie Steed attracted 22 people. Sessions are organised in partnership with Westbooks, one of the suppliers of stock to State Library. Emily Paull, Westbooks' Adult Fiction Specialist, organises the speakers and provides book stock for sale at the sessions. Another Literary Salon is planned for end of August.

Lunch Time Interludes- Wednesday 23 May: how to reduce use of plastics with 'Wasteless Pantry' team from Mundaring was very well received by our community, with 26 people attending. An evening session is being planned for August. The next Lunchtime Interlude is on 11 June - *Incorporate a Raw Food Diet into your life.*

### Children's Services

Regular Story time and Rhyme time sessions.

STEM(Science- Technology-Engineering- Maths) Story times are held every third Saturday on the month. *STEM* provides engaging activities for librarians and parents to teach science, math, and engineering concepts through children's literature. The story times have been designed to uphold the National Curriculum's objectives in regards to its STEM learning standards.

Daddy and Me Story times. We have introduced a male carer/child story time once a month to allow male care- givers to both facilitate and encourage early literacy strategies.

National Simultaneous Story time- a national literacy event that the Library participates in every year.

Scribblers Festival - The Library participated in the 'Find the Golden Feather' program. Young readers were encouraged to discover golden feathers in books they had read. Information about the program was disseminated to the six, local feeder primary schools enabling them to join the Library in promoting the festival's aims.

LEGO League with BRICKS4KIDZ. The Library has formed a partnership with a local business and together, they will be running the LEGO LEAGUE for 2018.

Code Club - the coding club for kids has been expanded to include robotic kits and raspberry pi's, enabling participants to learn coding through hands on experiments.

Reading program during school term- Basso Kids Readers

### Community Engagement

Library supports the Bassendean Writers Group and the two Tuesday Book Clubs.

The Library has a strong team of volunteers and offers work experience places for high school and TAFE and University Library and Information practicum students. This school term, the Library welcomes an education support student from Swan Christian College and Library and Information student from TAFE.

The Library implemented a book sale in May, during Library Information Week that allowed patrons to buy good quality, used books.

The Library continues to inform our community about activities, programs and events via Facebook, monthly newsletter 'the Word' – in its seventh year of production (Issue 76 now available), Website and in-house produced flyers and displays.

### Projects

The Supplier has installed the self- service check in and the Library is confident it will be operational by early June.

### Recycling and Sustainability Brochure

In keeping with the Library's desire to promote actions that support the environment, we are designing a brochure that allows patrons quick access to materials that uphold sustainability and environmental measures.

The Library is investigating a possible 'seed Library' for local gardeners in partnership with Art House Bassendean.

The Library is currently undergoing accreditation to become an 'e smart Library'. We have established a working group who have created a digital 'Code of Conduct' for patrons. We have completed domain one and are about to commence domain two.

The Library has added Patron History to the LMS to allow patrons to view the past lending history.

### Collection Management

Kanopy kids has been added to our database.

## LOCAL HISTORY COLLECTION

### Customer Service

The Local Studies Librarian spends considerable time assisting members of the public with enquiries (in person, via email, on the phone) regarding local information including how to use Ancestry.com, how to trace the history of a house, specific requests about local families, origins of local places and many other topics. A variety of resources and research strategies are used to find the information requested.

The Local Studies Librarian has facilitated the donation of photographs to the State Library of Western Australia by promoting the WA Women's Hall of Fame display and encouraging inductees to donate a photograph of themselves to the State Library to complete their entries. Women in the WA Hall of Fame associated with Bassendean include Tina Klein and Gina Williams.

## Projects

### *Oral History Program*

An interview with the Hon. Maltese Consul has been completed and transcript received.

An interview with Mrs Anne Brinkworth has been organised and is in progress.

An oral history interview with Mrs Betty Tasma has been organised and is in progress.

Sound files have been received for Calleja and Bropho interviews.

### *eSmart*

The Local Studies Librarian has contributed to the eSmart accreditation process of the Bassendean Memorial Library, an initiative which is funded by the Alannah and Madeline Foundation and Telstra Foundation. eSmart Libraries is a cyber safety framework designed to fully equip libraries, staff and Library users with the skills they need for smart, safe and responsible use of digital technology.

<https://www.esmart.org.au/esmart-libraries/what-is-esmart-libraries/>

## Collection Management

### *Trove Lists*

The National Library of Australia has a unique aggregator of information which is contained in various libraries throughout Australia. This can be collated using Trove Lists and the Local Studies Librarian has created a new Trove List on Webster and Lumsden, a foundry located at First Avenue, Bassendean from 1935-1975. This information is currently accessible on the National Library of Australia's website so available for access regardless of location and is a great resource for school students with local people and places represented. In the future the eighty Trove lists created by the Local Studies Librarian will be available on the Town's website for easy access by the local community. The Local Studies Librarian has also researched and created a new Trove List on May O'Brien (nee Miller) in anticipation for NAIDOC in July.

### *Biographical Additions*

New information has been researched and added to the Local Studies Collection including biographical information about many local families who came and have “Welcome wall” entries from the Western Australian Museum. <http://museum.wa.gov.au/welcomewalls/history>

Other biographical information has been added about the following people May O’Brien (nee Miller), Asher family, Mary Morden (donation), and Besch family.

### *Newspaper Indexing*

The Local Studies Librarian continues to index community newspaper articles relevant to the Town of Bassendean into the Library Catalogue each week.

### *New items*

- The Bawoo stories : teaching ideas for Why the emu can't fly; The kangaroo who wanted to be people ; Barn-Barn Barlala, the bush trickster ; How crows became black / Alwyn Evans and May O'Brien. Evans, Alwyn.
- Why the Emu Can't fly by May O'Brien
- Wunumbi The Water Snake by May O'Brien
- Too Big For Your Boots by May O'Brien
- Smartie Pants by May O'Brien
- Which Jack? By May O'Brien
- What Do You Say? By May O'Brien
- The transcript and sound files of an oral history interview with May O'Brien in 1996 (10 hours) with Vince McCubbin.
- Various newspaper articles about May O'Brien
- Town of Bassendean Anzac Day service booklet 2018
- Bowls West : A Centenary History of the Royal Western Australian Bowling Association 1898-1998 (donation)
- Danjoo Koorliny Reconciliation Event Mary Crescent program 2018

### *Activities - Volunteers*

Five volunteers continue to contribute to the Local Studies Collection by transcribing Caroline Broun's diary, researching local schools' history, indexing the early rates books, providing local knowledge and providing two free guided community walks each month.

### *Guided walk*

Monthly free guided walks for the community continue to be provided by a Local Studies Volunteer . Three participants were rained out in May.

### River Walk

A monthly free guided river walk for the community will be provided by a Local Studies Volunteer. There were no participants in May.

### *Facebook*

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

### *Annual Library History Lecture*

The Local Studies Librarian has organised Mr Eric McCrum, OAM to be interviewed by Oral Historian Ms Heather Campbell on 20 June 2018. This is a free public event where Mr McCrum will be interviewed about growing up in Bassendean and the origins of his interest and passion in Western Australia's flora and fauna. This event is fully booked.

### *Community Engagement*

The Local Studies Librarian provided a display in the Bassendean Memorial Library on the Pensioner Guard Cottage promoting the Bassendean Historical Society in May.

The Local Studies Librarian met with members of the Bassendean Historical Society Inc. in April 2018 to demonstrate aspects of the Local Studies Collection and update members on what research and projects are currently being undertaken.

The Local Studies Librarian visited the Nedlands Local Studies Collection and presented information about the history of Bassendean and undertaking genealogy at the Family History WA Southern Suburbs House Group meeting at Drabble House on 1 May.

The Local Studies Librarian visited the new Boya Library at Greenmount, Shire of Mundaring in April.

The Local Studies Librarian attended a workshop on volunteer recruitment, training and motivation with Dr Judy Edmons, organised by the City of Swan and Town of Bassendean.

The Local Studies Librarian attended the Danjoo Koorliny Reconciliation Event at Mary Crescent Reserve on 24 May 2018.

The Local Studies Librarian attended the Town's Volunteer Thankyou event at Mulberry Farm in the City of Swan on 24 May 2018 during National Volunteer Week.

## **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)***

- Preparation continues to transition 350 HACC clients from WA HACC to Federal CHSP.
- New clients from Bayswater continue to flow through
- Clients under 65 years not eligible for NDIS will continue onto HACC.
- The HACC Service Agreement for those clients has been received from WA Department of Health

### **Commonwealth Home Support Program (CHSP) Transition**

- CHSP due to commence in July 2018 with all current HACC clients (approx. 350) over the age of 65 to be transitioned over to the Federal Government
- Still waiting for the Service Agreement, the delay of which is problematic as we cannot set up our platform on the My Age Care Portal before it is signed. This is the portal that referrals and general client management takes place.
- New program unit prices are the same as the current HACC arrangement
- We have decided to keep the chargeable client fees the same as HACC to minimise disruption and ease the transition. Will review in 12 months.

### ***NDIA/WANDIS/Department of Communities Disability Services Funded participants***

- Council supported recommendation to seek revocation of NDIS provider registration.
- Request to de-register lodged in early April and completed late May 2018.
- Services ceased for most clients on 31 May 2018
- All participants have been supported in the transition to another provider.
- Successfully transferred the “Wings” and “All In” Groups to Intelife with minimal disruption. Wings continues to run from Ashfield under their management. Intelife will also provide other services to these and other participants.

### **Fee for Service**

- No Change to existing Fee for service clients over the age of 65. All those under 65 (disability funded) have been transferred as part of the NDIS deregistration process.

### **Hyde Retirement Village**

- Annual residents' BBQ was held in May and enjoyed by those who attended.
- Units 6 and 7 still vacant.

### **TRACCS - Client Management Software**

- Working on CHSP system setup and data migration of HACC clients to CHSP
- Working on issues with the Mobile Time and Attendance APP.
- Negotiating a new Optus plan that incorporates mobile device manager so updates can be done with no down time.

### **Workforce Update**

- Fairly stable with full complement of staff
- The loss of NDIS hours have not impacted; they have been counter balanced with Bayswater HACC clients.

## **CHILDREN SERVICES**

### **Transition to the new Child Care Subsidy**

Children's Services held a parent information evening on the 23 May with over 20 families attending. Information was offered on completing their new assessments online in readiness and answering any queries or concerns they may have. By 2 July, it is hoped that this transition will be complete.

### **Garden Upgrade**

Completed the garden upgrade at Wind in the Willows Ashfield, where children can experience a greater sense of space with garden beds, vegetable patch, large sand pit and beautiful undercover area ready for existing mud kitchen and art station.

### **Reconciliation Symposium**

Several Educators attended the Reconciliation Symposium on the 11 and 12 May where they were able to share knowledge, network with colleagues and hear from a diverse range of presenters.

### **Capacity**

Utilisation is good with both services having limited space available. A small number of children will transition from Willows Bassendean to Willows Ashfield at the end of July. This will create some movement in the 0-3 age group.

### **OFFICER RECOMMENDATION — ITEM 8.2**

That the Ongoing Activities Progress Reports be received.

### **8.3 Bassendean Youth Statement (Ref: Greg Neri, Manager Youth Services)**

#### **APPLICATION**

For Council to adopt a revision of the text within the 'Town of Bassendean Youth Statement' originally prepared by a consultant through funding from the Department of Communities.

#### **ATTACHMENTS**

Draft 'Town of Bassendean Youth Statement' (Revision)

#### **BACKGROUND**

In 2014/15, Youth Services received funding from the (then) Department of Local Government and Communities to update its 'Youth Statement' document which involved consultation with over 100 Young People about issues such as; accommodation and housing, participation and positive promotion, employment education and training, funding and coordination, health, legal, leisure issues, public space, culture and the arts, volunteering and civic participation.

The 'Youth Statement' sought to update the existing 'Youth Policy and Strategy' which was adopted in 1998, and is an informing document to the Bassendean Community Strategic Plan.

The following methodology was originally 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. Review and Revision

In September 2017 the Youth Statement was reviewed and revised to incorporate the latest 2016 ABS Census Data and reference the Community Strategic Plan.

## COMMUNICATION & ENGAGEMENT

The document was originally developed through a comprehensive consultation process with over 100 young people undertaken by a Consultant and members of the Town of Bassendean's Youth Advisory Council. A variety of youth engagement strategies were used in this consultation.

At the February 2018 People Services Committee meeting, it was resolved (PSC – 2/02/18) that Committee members be invited to provide feedback and comment to the Manager Youth Services on the Town's Youth Statement, to be presented at the next meeting of this Committee.

In March 2018, text from the Youth Statement was distributed to members of the People's Services Committee for feedback. Comment was received from members of the Committee and incorporated into the Statement.

In April 2018 document was then presented back to the Committee for final comment.. It was resolved (PSC - 1/04/18) that the Committee refers the Town of Bassendean youth statement for further amendments back to officers and refer to Youth Advisory Council for their feedback.

At its May 2018 meeting, the Bassendean Youth Advisory Council spoke about the revised Youth Statement and were supportive of the document.

Based on some additional comments received, and that feedback being incorporated, Officers request that the Committee recommends that Council adopts the revised draft 'Town of Bassendean Youth Statement'.

It is further recommended that the Committee recommend Council engages a professional photographer to take a number of contemporary photos covering a cross section of young people in the community, which could be used in the final publication.

### STRATEGIC IMPLICATIONS

The revised Youth Statement references The Strategic Community Plan within Strategic Priority 1's 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
- 1.3 Plan for a healthy and safe community
- 1.4 Improve lifestyle choices for the aged, families and youth

### COMMENT

The Town of Bassendean Youth Statement seeks to inform the development of other Council policies, and was completed in time for the review of the Bassendean Community Strategic Plan.

The Youth Statement profiles Census data regarding local residents aged 12 to 25 years, and reviews literature examining the role Local Government authorities have within the Youth Sector, Youth Development theories and the benefits of youth participation in local government authorities.

The document seeks to propose broad 'Value Statements' which serve to represent Council's position in relation to future decisions which directly or indirectly impact local Young People. The Youth Statement follows the style of the original 'Youth Policy and Strategy' from 1998 in that it attempts to offer philosophical positions based on Council's vision and aspirations rather than discrete policy objectives. It may therefore function as a filter for decision making processes into the future when endeavouring to accommodate the needs of local Young People.

Council may chose to adopt the updated Town of Bassendean Youth Statement as presented or as amended; refer it back to Officers for amending, engage in a further round of Committee feedback, or refuse to accept it.

## STATUTORY REQUIREMENTS

Local Govt Act 1995

## FINANCIAL CONSIDERATIONS

The revision of the document was completed internally and extra funds were not required.

New images may require the engagement of a professional photographer, but graphic design could be completed in-house.

## OFFICER RECOMMENDATION — ITEM 8.3

That the People Services Committee recommends to Council that:

1. The revised Town of Bassendean Youth Statement be adopted; and
2. Council engages a professional photographer to take a number of contemporary photos covering a cross section of young people in the community which could be used in the final publication of the Youth Statement.

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

The Town received a Community Event Sponsorship (see attached) from ArtsHouse Community Garden for its Bush Medicine Celebration on a weekend in July 2018.

This event is held to celebrate the winter planting season and bring focus to the practical uses and cultural significance of local native flora. The ArtsHouse Community Garden has a bush tucker garden and traditional Nyoongar medicinal plants will be planted.

Three Aboriginal elders will be present to share knowledge, provide a welcome to country and tastings will be offered.

The weekend event is open to the wider community and a significant gesture such as garden blessing will also be incorporated.

The event complies with the requirements of the Community Event Sponsorship Program.

**OFFICER RECOMMENDATION – ITEM 8.4**

That the People Services Committee recommends to Council that it approves a sponsorship of \$1,000 to ArtsHouse Community Garden and that a sponsorship agreement be finalised between the Town and ArtsHouse Community Garden.

**9.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

**10.0 ANNOUNCEMENTS OF NOTICES OF MOTION FOR THE NEXT MEETING**

**11.0 CONFIDENTIAL BUSINESS**

**12.0 CLOSURE**

The next meeting date to be held on Tuesday, 14 August 2018 commencing at 7.00pm.