![City of Burnside logo](City of Burnside)

Community and Information Services Committee Meeting
Agenda

Tuesday, 19 September 2006
Council Chamber, 401 Greenhill Road, Tusmore

Members: Councillor Wickham, Chair
Her Worship The Mayor, Wendy Greiner
Councillors Bills, Collins, Davey, Gilbert, Harris, Hillier, Jacobsen,
Morley, Obst, Ward and Wilkins.

1.   Apologies

2.   Confirmation of Minutes

Recommendation

That the minutes of the Community and Information Services Committee meeting held on 18 July 2006 be taken as read and confirmed.

3.   Consent Agenda

4.   Officers Reports

5.   Other Business

6.   Closure

Item No.	**:**	4.1
Date	**:**	19 September 2006
To	**:**	Community & Information Services Committee
From	**:**	General Manager Corporate & Community Services
Subject	**:**	Aged Care Progress Report
Attachments	**:**	Attachment A
		Table 1 - Community Care Support (January 06 - June 06)
		Table 2 - Community Care Support (April - June 2005/06)
		Attachment B
		Table 3 - Home Maintenance Services (January 06- June 06)
		Table 4 - Home Maintenance Services (April - June 2005/06)
Desired Outcome	**:**	*Access to a range of education, health and support services that meet community needs and enhance lifestyles*

Purpose

This Report is to provide information to the Elected Members on the Aged and Disability Care Program and includes Home Assist, social support activities and the 3Rs Program from April 2006 to end June 2006.

Recommendation

That the Report be received.

AGED CARE PROGRESS REPORT

Background

1. Burnside Home Assist is funded by Home and Community Care (HACC). The program provides practical services and social support programs to assist frail older residents, younger people with a disability and carers to remain living in their own homes. The Home Assist Program remains flexible to best meet the needs of our clients.

2. 3Rs (Respite, Recreation and Revitalisation) is a HACC funded program providing choice and community reintegration to older isolated adults. The program remains collaborative, integrative, developmental and flexible in its approach, and is proactive in addressing both social isolation and respite across the eastern region.

Discussion

Community Care

3. There has been a decrease in Community Care visits during April - June compared to the previous quarter. The statistical information below compares three different quarters and highlights the fluctuations in demand.

Community Care	Same QTR Last Year April – June 2005	Previous QTR January - March 2006	Current April - June 2006
Total number of clients receiving Community Care services including Interim Care Packages.	198	195	183
Number of Community Care visits to clients by home support workers	1567	1438	1271
Number of Community Care service hours provided by home support workers	1627	1557	1369

4. Attachment A, tables one and two provide a breakdown of Community Care tasks, comparing against both previous quarter and previous year.

5. The Home Assist Coordinator visited the homes of 61 older residents in response to requests for Community Care services. The majority of visits resulted in a service being offered to the resident. However, residents who required a service that the program could not offer were provided with information on alternatives or referred to a more appropriate service.

6. An Interim Care Package (ICP) is available to particularly frail residents who wish to remain living at home, but need extra services. A flexible range of services is offered. To be eligible, potential ICP clients need to have been assessed and approved by the Aged Care Assessment Team and be on the waiting list for a Federally funded Community Aged Care Package (CACP). Services are provided to clients until they are offered a CACP. During this quarter, Interim Care Packages (ICP) were provided to approximately twenty clients.

7.   During this period, the Federal Government has provided an increase in the number of Community Aged Care Packages (CACP) available to the community through organisations such as Southern Cross Care and Masonic Homes. This has provided an opportunity for a number of clients receiving Interim Care Packages to move from our program and access a CACP.

8.   In addition, there has been a noted increase in the number of HACC funded service providers in the eastern region offering community care services. The benefit to the community has been that people from a non-English speaking background or perhaps those with more complex needs can have greater support appropriate to their needs.

9.   The combined effect of these changes, may account for the reduction in community care client numbers and service hours this quarter.

Home Maintenance

10. There has been an increase in Home Maintenance jobs and service hours during the April to June period, compared to the previous quarter. During this quarter 320 clients were assisted, including 48 residents who have not previously accessed the program.

Home Maintenance	Same QTR Last Year April – June 2005	Previous QTR January - March 2006	Current April - June 2006
Total number of clients receiving Home Maintenance services	316	320	320
Number of Home Maintenance jobs provided to clients by contractors	430	434	441
Number of Home Maintenance service hours provided by contractors	616	512	629

11. The notable change highlighted by the statistics is the increase in the number of service hours provided by home maintenance contractors in this quarter compared to the previous quarter.

12. The greatest demand over this period was for gutter cleaning (37%), minor home maintenance (30%), gardening (24%), with the remaining 9% of services including handrail installation, minor plumbing and electrical (Refer Attachment B – Table Three).

13. In particular, the number of service hours for gutter cleaning has shown a marked increase while the requests for gardening have decreased. This is not surprising as gardening requests can fluctuate with seasonal demand.

14. The increase in gutter cleaning is attributable to the one-off HACC funding received for Home Assist Plus. The extra funds have had a positive impact on the level of service provision offered, benefiting clients in relation to services such as roofing, gutters and home modification.

15. There has been little change in the number of clients receiving Home Maintenance services in the last quarter compared to the same period last year. (Refer Attachment B – Table Four).

Social Support Programs

16.   Eastern Region Men's Shed Program. This collaborative program is auspiced by the City of Burnside working in partnership with other councils and agencies across the eastern metropolitan region. When established, the program will operate three days each week with individual groups meeting weekly. A coordinator has recently commenced and program planning is currently being undertaken. The program aims to provide an opportunity for isolated older men and other target groups to work together on a range of self generated projects.

17.   A new monthly program "Lunch at Burnside" commenced in March with very positive feedback from the five participants. Transport, utilizing the recently purchased Toyota, is provided to encourage frail older residents to enjoy lunch together in the Community Centre dining room followed by a wander through our library.

18.   Wood Park Men's Group encourages community participation for older men with the focus on the construction of wooden toys for charity. Recent donations include hospitals and Women's Shelters. Nine men attend the group. This group plans to maintain their independence from the Eastern Region Men's Shed Program, although some participants have indicated that they may attend both programs.

19.   The weekly craft/art group "Colour of Memories" Group meets at the Pepper St Art Centre and is specifically for older people with memory loss who are encouraged to be involved in activities in a relaxing and non-intimidating setting.

20.   The fortnightly Mystery Bus Trips and monthly trip to Adelaide Central Market continue to be popular. Older residents, who do not have access to their own transport, can be picked up from their homes to participate in these trips.

21.   A Health Expo in April was held in conjunction with the Burnside Library. A series of speaker sessions provided information on a range of health, wellbeing and lifestyle issues including foot care, eye health, how to save money using generic brands, pre diabetes and healthy eating.

22.   Over 50 people attended the information session in May with two speakers discussing the following topics – 'How people can access Aged Care Facilities' and 'The Importance of Financial Planning and Preparation for Aged Care'.

23.   The June information session was extremely popular and attracted over 75 people. Information was provided about home help and social support services available to residents of Burnside to enable them to remain living safely in their own homes.

24.   The Mid Year afternoon tea for Aged Care clients was held in June with approximately seventy older residents attending. Feedback has been very positive, with many attendees enjoying the opportunity to meet old and new friends.

3Rs Program (Respite, Recreation & Revitalisation)

25.   The 3Rs Program covers the eastern region of Adelaide, which incorporates the Council areas of Burnside, Campbelltown, Norwood Payneham and St Peters, Walkerville, Prospect, and the Enfield part of Port Adelaide/Enfield.

26.   3Rs is a collaborative program, which brokers skilled workers from agencies, such as Aged Care and Housing (ACH), Metropolitan Domiciliary Care – Eastern and Community Bridging Services and the City of Norwood Payneham and St Peters. It is client-led, involving participants in making decisions about program content. The City of Burnside auspices the program.

27. Participants eligible to attend the 3Rs Program are socially isolated, or at risk of isolation, over 65, with early memory loss and younger people with an acquired brain injury.

28. Six groups are operating at present, two of them at capacity:

Monday Burnside Over 65 Frail Aged Group	7 participants attending
Tuesday Campbelltown Over 65/Memory Loss Group	9 participants attending
Wednesday Acquired Brain Injury Group	6 participants attending
Wednesday Masonic Memory Loss Group	7 participants attending
Wednesday Payneham Over 65/Memory Loss Group	9 participants attending
Thursday Burnside Memory Loss Group	7 participants attending

29. A new group has recently commenced on Saturdays at the Payneham Community Centre. This group will support people who have little socialisation on weekends and also will provide additional respite for carers of people with early memory loss. A worker from ACH GROUP will coordinate the group.

30. The 3Rs Program aims to reintegrate participants into their community by supporting and assisting them to develop or relearn skills and abilities through participation in developmental activities. Skilled key workers work with participants on an individual basis within the group setting to assist them to develop goals and strategies to achieve those goals. A participant, who commenced in March, initially had great difficulty joining in activities such as quizzes and cards, because of her anxiety. She has now been linked into the mahjong group, which runs on Mondays at the Burnside Community Centre.

31. Service reviews and carer surveys have recently been undertaken. Responses have been very positive. Participants report that they are satisfied with the group activities. Many look forward to attending each week, as this may be their only opportunity to socialise. Outings are very popular because they allow participants to visit places they otherwise would be unable to access. Carers have reported that the groups have been beneficial for both the people they care for and themselves. Participants are happier and the carers are able to do things for themselves without feeling guilty, knowing that the person they care for is in a safe and caring environment.

32. The marketing plan for the 3Rs Program has now been reviewed, with the focus of targeting specific agencies and groups, which may be potential referrers of new clients, many of which have not been accessed in the past.

Summary

33. The Home Assist Program continues to strive to improve the quality of life for our clients through the provision of a flexible range of home support services and social support programs.

34. The service reviews and carer surveys confirm that the 3Rs Program is providing quality support to its participants. Marketing of the program continues to ensure that eligible participants are gaining access to the program and that all groups are operating at near capacity.
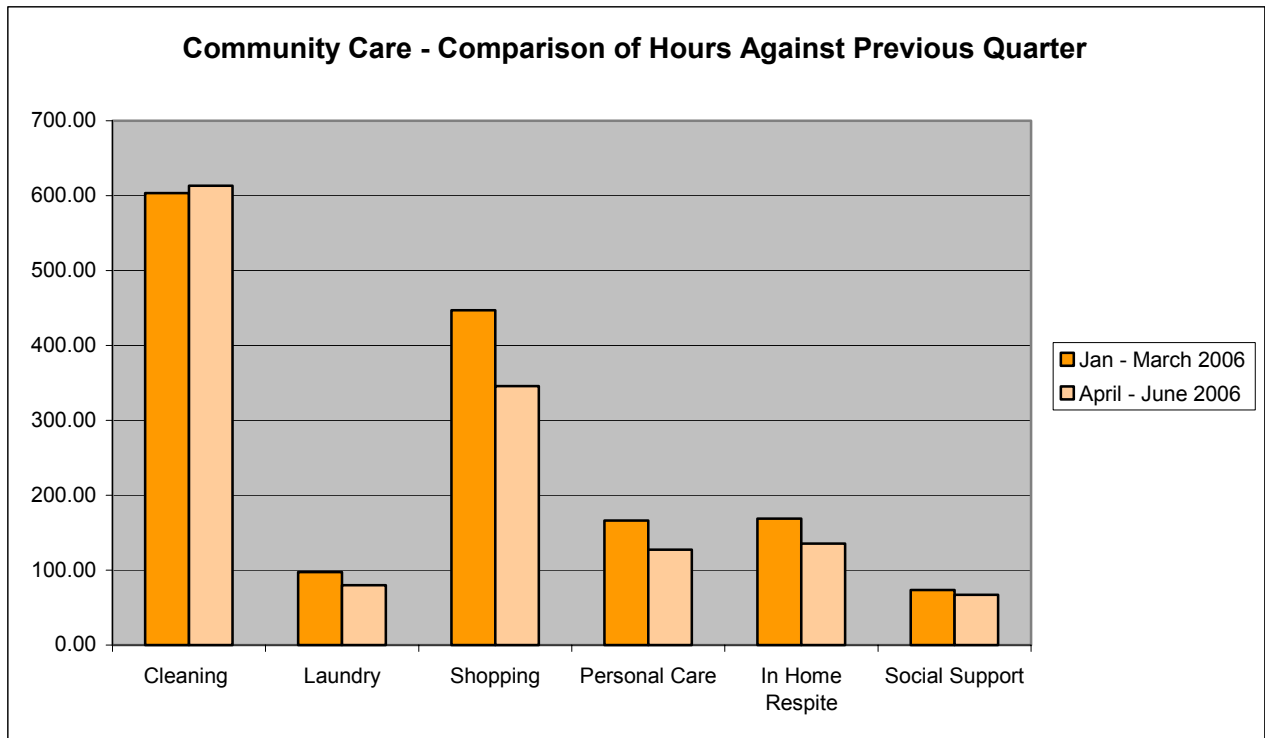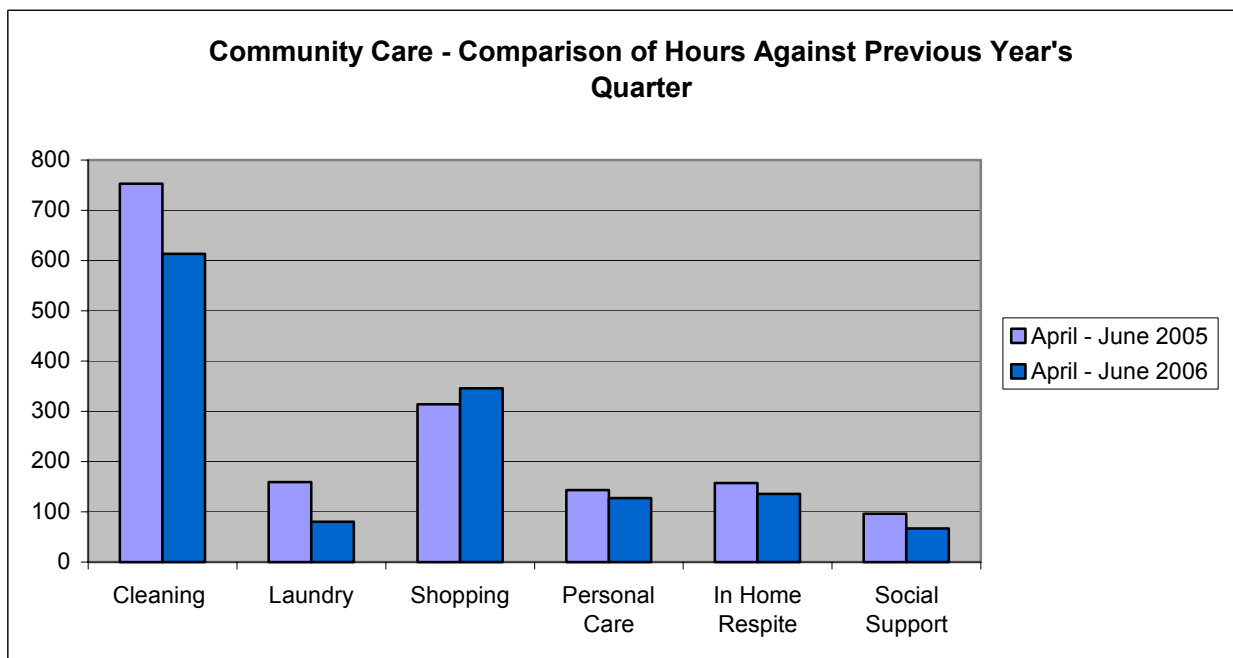
Attachment A

TABLE ONE

Community Care - Comparison of Hours Against Previous Quarter

Legend:
- Jan - March 2006
- April - June 2006

Categories: Cleaning, Laundry, Shopping, Personal Care, In Home Respite, Social Support

TABLE TWO

Community Care - Comparison of Hours Against Previous Year's Quarter

Legend:
- April - June 2005
- April - June 2006

Categories: Cleaning, Laundry, Shopping, Personal Care, In Home Respite, Social Support

TABLE THREE

Home Maintenance - Comparison of Hours Against Previous Quarter

Legend:
- Jan - March 2006
- April - June 2006

TABLE FOUR

Home Maintenance - Comparison of Hours Against Previous Year's Quarter

Legend:
- April - June 2005
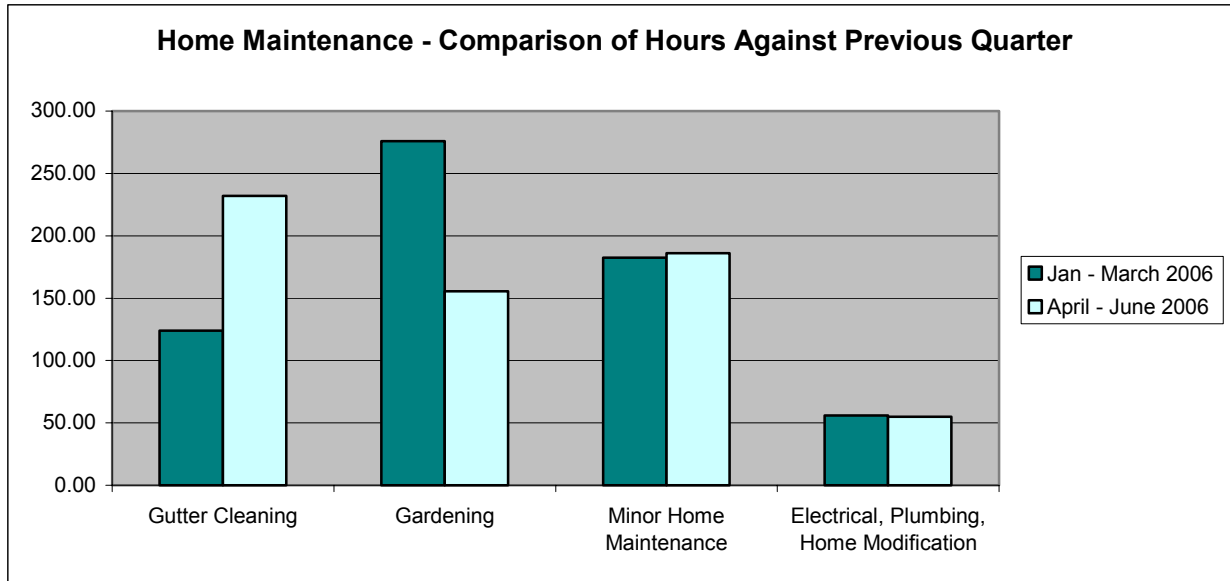- April - June 2006
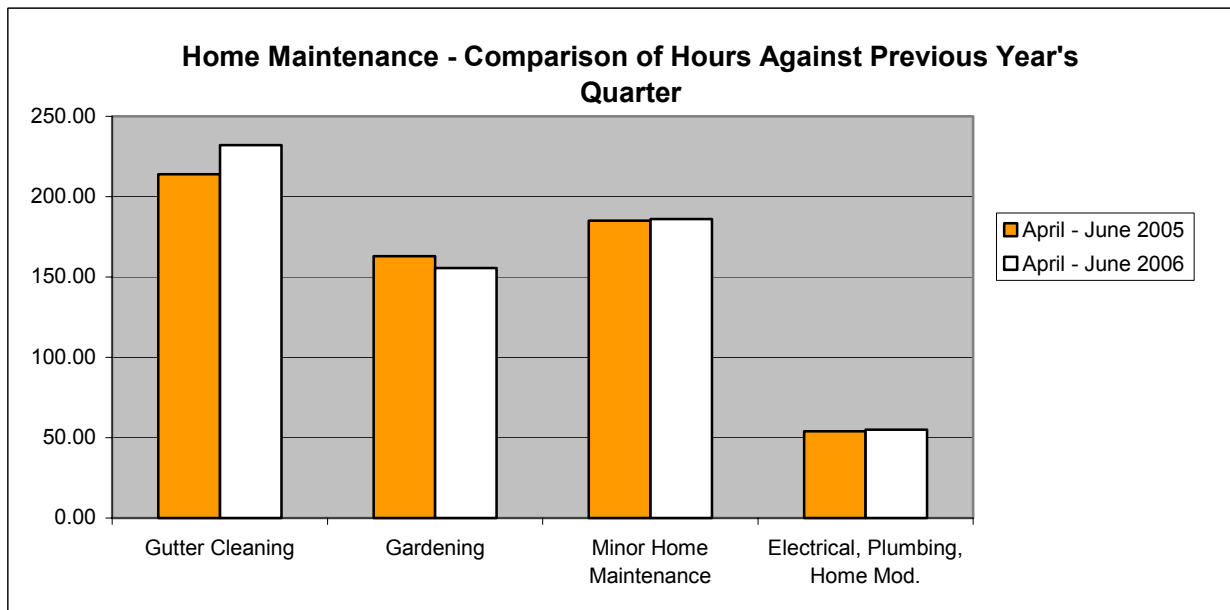
Item No.   **:**   4.2
Date   **:**   19 September 2006
To   **:**   Community & Information Services Committee
From   **:**   General Manager Corporate & Community Services
Subject   **:**   Lease Agreement – Kiosk, Burnside Swimming Centre
Attachments   **:**   Attachment A – Plan of Kiosk Area
Desired Outcome   **:**   *Access to a range of education, health and support services meet community needs and enhance lifestyles*

Purpose

This Report advises Elected Members of the feedback received from the community consultation regarding leasing the current kiosk area to the current Kiosk operators, at the Burnside Swimming Centre.

Recommendation

1. Pursuant to Section 202 of the Local Government Act 1999, Council agrees to offer a five year lease agreement to the current operators of the Kiosk at the Burnside Swimming Centre, for the area comprising the current Kiosk as depicted in Attachment A of this report.

2. That the Mayor and the Chief Executive Officer be authorised to sign and affix the common seal to all documentation in relation to the lease.

LEASE AGREEMENT – KIOSK, BURNSIDE SWIMMING CENTRE

Background

1.   In May 2004, the City of Burnside called for Expressions of Interest for a suitable contractor to undertake the operation and management of the Kiosk located at the Burnside Swimming Centre, Hazelwood Park.

2.   A Management Agreement to operate the Kiosk was signed between the City of Burnside and the successful party, commencing 9 October 2004, for a period of three years. The agreement established a fee payable to Council by the contractor for $10,000 p.a., plus GST and indexed to CPI.

3.   In a very limited market, the Management Agreement was a useful tool to quickly engage with a contractor to ensure the effective provision of kiosk food services during the 2004/2005 pool season.

4.   The Agreement effectively terminates at the end of the 2006/07 season, therefore it is in the interest of both parties to seek a longer-term arrangement in the form of a lease to ensure continued provision of kiosk services to the community.

5.   At the 18 April 2006 meeting of the Community & Information Services Committee, it was resolved:

> *That pursuant to Section 202 of the Local Government Act 1999, the Council agrees, in principle, to enter into a lease with the current operators of the Kiosk at the Burnside Swimming Centre, for the area comprising the current kiosk area, subject to the outcomes of Level 2 community consultation.*
>
> *That a Level 2 Community Consultation is undertaken and a report is provided to Council summarising submissions and recommendations.*

6.   A community consultation was conducted during July 2006, consisting of a letter-box drop in the area surrounding Hazelwood Park, as well as a notice in the Messenger Press. The consultation period lasted for three weeks and closed on 7 July 2006.

Discussion

7.   The community consultation period produced only one response from the community. Mr Edmund J Harris, of Olive Grove Hazelwood Park contacted Council on behalf of the Hazelwood Park Action Group to discuss the lease proposal.

8.   Mr Harris verbally indicated that the Hazelwood Park Action Group had no issues relating to the current kiosk operators being offered a lease, providing that there is no proposed change to the type of service provided by the kiosk operators, and that there is no proposed change to the dates and hours of operation in comparison to previous years. Council confirmed with Mr Harris that the intention of the lease is to provide for the long term tenure of a kiosk operator and there are no proposed changes to current kiosk operations.

9.   Given the absence of any identified issues with this proposal by the local community, it is recommended that the current kiosk operators be offered a five year lease of the Kiosk area (refer Attachment A), subject to agreement by both parties of the terms and conditions of the lease.

10.   The proposed lease will include the following key terms and conditions:

10.1. The lease will operate under the Retail and Commercial Leases Act (1995) and the minimum term of five years applies. The lessee will not have the automatic right to renew or extend the term of the lease. Given the public nature of the Burnside Swimming Centre and Kiosk facility, any proposal to issue a further term of five years should be subject to a community consultation process.

10.2. The lessee will be provided exclusive use of the kiosk premises, but will have access to the premises restricted to the swimming pool season, and restricted to the hours of operation of the swimming centre.

10.3. The permitted use will be restricted to the provision of food and beverage to customers attending the Burnside Swimming Centre, and to customers within Hazelwood Park, during pool opening times.

10.4. The lease will include a clause, which will prevent the sale of alcohol from the premises, unless written permission is provided by Council. In addition to the permitted use, this clause will ensure that the business continues to operate as principally a kiosk serving patrons at the swimming centre and will not expand to attract a wider or diverse customer base through the sale of alcohol or other catering activities.

10.5. Apart from electricity costs, the lessee will not be responsible for any outgoings (water rates, building insurance etc), as this has been taken into account in the establishment of the annual rental requirements.

10.6. The annual rent will be based on the rent level established in the management agreement in 2004 ($10,000 + annual CPI increases). Thus the commencement rental fee of the 5 year Lease in 2007 is estimated to be $10,927 (This figure is excl. GST & based on 3% CPI for 2006).

10.7. The lessee will be responsible for the maintenance and upkeep of the kiosk facility and will be expected to return the premises in reasonable condition at the end of the lease period, taking into account expected wear and tear over the lease period.

10.8. Any signage will require both Council permission as Landlord, and any necessary planning approval within the statutory requirements.

10.9. The lessee will be required to hold an appropriate level of public risk insurance, professional indemnity insurance, insurance for the full replacement of plant and equipment, and either register with Workcover and pay all levies required under the Worker's Rehabilitation and Compensation Act or ensure adequate insurance exists to protect against personal injury, accident and disability.

10.10. The lessee will not be able to assign or transfer the lease without the prior written consent of Council. Council will not be able to withhold consent to the assignment or transfer, except if the proposed assignee: seeks to change the permitted use; if it is determined that that they are unable to meet the financial obligations under the lease; if the skills of the proposed assignee are inferior to those of the current occupier; or the occupier has not complied with the required procedural arrangements set out in the lease for assignment.

11. Following Council's approval to enter into a lease agreement, a lease will be drafted and negotiated between the two parties with an anticipated commencement date of October 2007 in preparation for the pool season.

Summary

12.   Council has recently undertaken a community consultation to ascertain community views on leasing the Kiosk area at the Burnside Swimming Centre, to the current operators of the Kiosk. There was no identified issues with this proposal and it is recommended to proceed to offer a five year lease.

Item No.   **:**   4.3
Date   **:**   19 September 2006
To   **:**   Community & Information Services Committee
From   **:**   General Manager Corporate & Community Services
Subject   **:**   Burnside Battle of the Bands 2006
Attachments   **:**
Desired Outcome   **:**   *A vibrant and diverse community that values, supports and creates a sense of belonging for its people*

Purpose

To update Elected Members on one of the Major Youth Events for 2006, the Burnside Battle of the Bands, which is a successful youth driven initiative to develop skills and showcase local youth talent.

Recommendation

That the report be received.

BURNSIDE BATTLE OF THE BANDS 2006

Background

1. The Community Services Department is currently involved with numerous initiatives under the banner of Youth Programs. This Report provides Elected Members with a briefing on the outcomes of a recent major youth event – Burnside Battle of the Bands.

2. The Burnside Youth Advisory Committee (YAC) was formed in September 2002. The committee currently consists of a core group of twenty young people aged between 12 and 25 years. Funded by the Office for Youth, the Committee has been meeting regularly over the past four years. The aim of this group is to:

   • To provide opportunities for young people ages 12 – 25 to express their ideas and views, raise issues of concern to them, and act on issues that affect their lives;

   • To promote and raise awareness of YAC to young people and the wider community; and

   • To develop relationships with other YAC's, young people, the business community, community organisations and the wider community.

3. The Youth and Community Arts Officer regularly supports the functioning of this Committee by coordinating monthly meetings and supporting permanent and short term working parties i.e. Web Design (developing youth content for websites), Events (National Youth Week and Battle of the Bands) and Grants (seeking external sources of funding for programs and activities). In addition young people are trained in governance and meeting processes, event management, project planning and taking a leadership and advocacy role in their local community.

Discussion

Battle of the Bands 2006

4. To meet the growing demand for youth events in the eastern region, Burnside Council in cooperation with the Burnside Youth Advisory Committee have facilitated the fifth successful Battle of the Bands event.

5. In March/April 2006, eighteen local young residents were recruited, inducted and became active members of the Battle of the Bands Working Group. The Role of Working Group members was to plan, implement and evaluate the 2006 Battle of the Bands event. The planning phase was made up of three key areas: Promotion, Administration (including budget and time management) and Risk Management (the event meets insurance, risk management and duty of care requirements).

6. Members of the working group gained skills in project planning and all facets of event management, through extensive consultation and participation. The Working Group made decisions on promotional material design, format and placement, band selection criteria, staging, judging criteria, event details, sponsorship opportunities and event entertainment.

7. The Battle of the Bands goals and outcome table as seen below.

GOAL	OUTCOMES
Give local young people an outlet for self expression	▪ 18 young Burnside residents formed a working party to plan, implement and evaluate the event ▪ 48 musicians made up the 9 bands who competed in this years event
Encourage young people to participate in an exciting cultural opportunity	▪ Up to 600 young people were present to support and enjoyed the major youth event
Encourage the wider community to acknowledge and support the achievements of young people in their local area	▪ Many parents, grandparents, friends, music teachers, neighbours, brothers, sisters and community members showed their support through attending the event and assisting the young bands during their preparation.
Provide young people with training and development opportunities in project planning and event management/ production	▪ A corporate council induction ▪ A YAC induction ▪ A series of four project planning training sessions ▪ Two event management training sessions ▪ The event – on the job training and experience (each volunteer participating – senior volunteers taking on leadership positions and mentoring roles) ▪ A evaluation debrief session
Showcase the talents of young people	▪ Young bands playing live to a large audience (with professional sound and lighting) ▪ Young bands judged by professional judges and each band provided with detailed judges notes ▪ Young musicians and audience members interviewed for youth radio program ▪ Outstanding volunteers awarded with certificates of merit and all volunteers provided with a certificate of participation
To recruit new Youth Advisory Committee Members	▪ 13 new YAC members were recruited to join the 7 existing YAC team members
Promote Council initiatives relevant to young people	▪ The Burnside YAC and the Youth FM radio show were promoted at the event through Council banners, volunteer involvement and announcements throughout the night

8.   Battle of the Bands took place on Friday June 30, 2006 at 401 Greenhill Road – Burnside Ballroom from 7pm – Midnight. Grandparents, parents, brothers, sisters, friends and community members came to watch, support and enjoy the live music. Over six hundred people attended the event, over the course of it's five hour duration.

9.   A record of nine talented bands competed in the event, consisting of 48 individual musicians. These young people seized the opportunity of taking stage to perform in front of an energized audience. The bands battled it out during the evening in an awesome display of creativity, energy and raw musical talent. It was refreshing to have an increase in the number of female musicians playing in the event in comparison to previous years.

10.   Judges (from sponsor AIMMS School of Rock) observed and critiqued each band as the night progressed, finally awarding "JB SMAK" first place, followed by "Half a Smile" second place and "Final Turn" third place. Each band was provided with detailed feedback regarding their performance and suggestions of technical improvement. The Burnside Battle of the Bands event fosters skill development and provides local young people with a safe environment to socialize and have fun.

11.   The highlight of the evening was the amazing teamwork and leadership skills displayed by volunteers on the evening. The volunteers gave a 110% effort and were very proud of their involvement in such a successfully attended event.

12.   Feedback from the community has been overwhelmingly supportive, including phone calls from parents and young people who attended the event to praise the organization on the night and thank Council for supporting "… such a worthwhile youth initiative".

Summary

13.   Burnside Council hosted the fifth consecutive Battle of the Bands event on Friday June 30 and it was well attended. Burnside Council offered young people a rare opportunity to perform to a large audience and to use professional equipment as well as receive advice and feedback from music industry professionals. The event is also a fantastic social opportunity for the whole community. The Burnside Youth Advisory Committee hopes to obtain further funding to enable them to provide more opportunities for young people to express themselves creatively and undertake further personal development in the future.

Attachment A

Pool Kiosk Area   •••••••