

Minutes

Community Access and Inclusion Advisory Committee

Wednesday 12 May 2021

By signing these minutes I certify that they were confirmed at the Community Access and Inclusion Advisory Committee held on 4 August 2021

**CR STEPHANIE GRAY
A/CHAIRPERSON**

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Minutes of the Community Access and Inclusion Advisory Committee of the Bayswater City Council which took place in the Embleton Room, City of Bayswater Civic Centre, 61 Broun Avenue, Morley on Wednesday 12 May 2021.

1 OFFICIAL OPENING

1.1 Official Opening

Due to the absence of the Chairperson, Mr Des Abel, Director Community and Development called for nominations for Acting Chairperson. Cr Sally Palmer nominated Cr Stephanie Gray as Acting Chairperson. As no other nominations were received, Cr Stephanie Gray took the chair and declared the meeting open at 05:00 pm.

2 ACKNOWLEDGEMENT OF COUNTRY

2.1 Acknowledgement Of Country

In accordance with the City of Bayswater's Reflect Reconciliation Action Plan November 2019-November 2020, the Presiding Member will deliver the Acknowledgement of Country.

Noongar Language

Ngalla City of Bayswater kaatanginy baalapa Noongar Boodja baaranginy, Whadjuk moort Noongar moort, boordiar's koora koora, boordiar's ye yay ba boordiar's boordawyn wah.

English Language Interpretation

We acknowledge the Traditional Custodians of the Land, the Wadjuk people of the Noongar Nation, and pay our respects to Elders past, present and emerging.

3 ATTENDANCE

Members

Cr Stephanie Gray	A/ Chairperson
Cr Sally Palmer	
Cr Giorgia Johnson	(Deputising for Cr Elli Petersen-Pik, Deputy Chairperson)
Mr Kenneth Bird	
Ms Catherine Marion	

Non-Voting Members

Mr Des Abel	Director Community and Development
Ms Karen Quigley	Manager Community Development
Ms Michele Fletcher	Coordinator Community Development
Ms Rachael Funch	Community Development Officer
	Arrived at 05.19 pm
Mr Dan West	Acting Manager Sustainability and Environment
	Arrived at 05.26 pm
Ross Cameron	Project Officer
	Arrived at 05.26 pm
Cherie Daniel	Acting Manager People, Culture and Safety
Daniela Leschot Maffei	Human Resources Advisor

Observers

Nil.

Leave of Absence

Cr Catherine Ehrhardt

3.1 Apologies

Mr Suresh Rajan	Chairperson
Cr Elli Petersen-Pik	Deputy Chairperson
Ms Ellen McAllister	
Ms Rochelle Richards	
Mr Anthony Santoro	

3.2 Approved Leave Of Absence

Councillor	Date of Leave	Approved by Council
Cr Catherine Ehrhardt	4 May 2021 to 25 May 2021	Ordinary Council Meeting 27 April 2021.

4 DISCLOSURE OF INTEREST SUMMARY

In accordance with section 5.65 of the *Local Government Act 1995*:

A member who has an interest in any matter to be discussed at a Council or Committee meeting that will be attended by the member must disclose the nature of the interest -

- in a written notice given to the CEO before the meeting; or
- at the meeting immediately before the matter is discussed.

Nil.

5 DELEGATED AUTHORITY BY COUNCIL

There are no items appearing in these minutes for which the Community Access and Inclusion Advisory Committee has been granted delegated authority by Council in accordance with section 5.23(1)(b) of the *Local Government Act 1995 (WA)*; this meeting is closed to the Public.

6 TERMS OF REFERENCE

TERMS OF REFERENCE	
Community Access and Inclusion Advisory Committee (CAIAC)	
Meeting occurrence:	As required (generally 3-4 times per year)
Day of Meeting:	When suitable
Time of Meeting:	When suitable
Location of Meeting:	City of Bayswater, Civic Centre, 61 Broun Avenue Morley WA 6062
Liaison Officer:	Director Community and Development or nominated officer
Purpose of Committee:	The Community Access and Inclusion Advisory Committee (CAIAC) provides advice and recommendations relating to: <ul style="list-style-type: none"> issues impacting people with disabilities, including the development

	<p>and implementation of the City's Access and Inclusion Plan (AIP);</p> <ul style="list-style-type: none"> • issues impacting seniors/older people, including the implementation of the City's Age Friendly Strategy; • access issues, including any city plans, policies and strategies related to it. <p>The CAIAC also ensures that all members of the community regardless of their race, disability, age, religion, education level, gender or sexual orientation have access to all Council services, information and facilities, in accordance with the <i>Disability Services Act 1993</i> and the <i>Equal Opportunity Act 1984</i>.</p>
Role of Representatives	<p>The roles and responsibilities of the City of Bayswater representatives on this Committee are:</p> <ul style="list-style-type: none"> • Member in own right; and • Spokesperson for City of Bayswater.
Elected Members:	<ul style="list-style-type: none"> • Four elected members • All other Councillors are deputies
Non-Council Members:	<p>Maximum of six community members who either:</p> <ul style="list-style-type: none"> • reside within the City of Bayswater and are able to contribute expertise or advice on disability; • individuals from disability service organisations and/or disability support groups (including Durham Road School) operating within the City; • reside within the City of Bayswater and are able to contribute expertise or advice on matters related to seniors/older people; • reside within the City of Bayswater and demonstrate interest in walking and/or have local transport and road safety knowledge.
Non-Voting Members:	<ul style="list-style-type: none"> • Director Community and Development; • Manager Community Development; • Other business unit Managers, as relevant; and • Other officers as required.
Terms of Membership	<ul style="list-style-type: none"> • Elected members - two years commencing after each Ordinary Council election • Non-Council members - from the date of appointment by Council until October 2021.
Delegated Authority	Nil.
Sitting Fees	Nil (included as part of the annual Sitting Fees paid to Councillors).

7 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION

The Minutes of the Community Access and Inclusion Advisory Committee Meeting held on Wednesday, 24 February 2021 which have been distributed, be confirmed as a true and correct record.

CR SALLY PALMER MOVED, CR STEPHANIE GRAY SECONDED

CARRIED UNANIMOUSLY: 5/0

8 REPORTS**8.1 Progress Report - Access And Inclusion Plan 2020 - 2024 - Awaiting Committee Recommendation On 12 May 2021**

Responsible Branch:	Community Development
Responsible Directorate:	Community and Development
Authority/Discretion:	Information Purposes
Voting Requirement:	Simple Majority Required
Attachments:	1. Attachment 1 Access and Inclusion Plan 2020 2024 [8.1.1 - 27 pages]
Refer:	Item 10.6.2 OCM 23.03.2021 Item 10.6.2: OCM 24.11.2020 Item 10.5.3: OCM 25.08.2020 Item 10.4.11: OCM 24.03.2020

At 05.19 pm Ms Rachael Finch arrived to the meeting.

SUMMARY

For Council to note the City of Bayswater Access and Inclusion Plan 2020-2024 progress to date, as contained within **Attachment 1**.

COMMITTEE RECOMMENDATION TO COUNCIL
(OFFICER'S RECOMMENDATION)

That Council notes the information as detailed in Attachment 1 to this report on the City's Access and Inclusion Plan 2020–2024 progress between January and March 2021.

MS CATHERINE MARION MOVED, CR GIORGIA JOHNSON SECONDED

CARRIED UNANIMOUSLY: 5/0

BACKGROUND

At the Ordinary Council Meeting held on 24 March 2020, Council adopted the City of Bayswater Access and Inclusion Plan (AIP) 2020 – 2024. The City's Access and Inclusion Plan outlines seven desired Outcome Areas and associated actions, which are progressed each financial year over the four-year term of the Plan. The Outcome areas are:

- Outcome area 1 – Services and Events;
- Outcome area 2 – Buildings and Facilities;
- Outcome area 3 – Information;
- Outcome area 4 – Customer Service;
- Outcome area 5 – Complaint Mechanisms;
- Outcome area 6 – Consultation Processes; and
- Outcome area 7 – Employment.

During the 2020 – 2021 financial year, the City will provide reports relating to 28 actions associated with the seven Outcome areas within the AIP. This report provides a progress update for the City's Community Access Inclusion Advisory Committee (CAIAC) on the AIP 2020-2024 strategies progressed between January and March 2021.

EXTERNAL CONSULTATION

Community consultation was not required for this report.

OFFICER'S COMMENTS

The City has progressed deliverables in five of the seven Access and Inclusion Plan 2020 – 2024 Outcome Areas between January and March 2021, as detailed in **Attachment 1**.

LEGISLATIVE COMPLIANCE

- *Disability Services Act 1993 (amended 2004)*.

RISK ASSESSMENT

In accordance with the City's Risk Management Framework, the officer's recommendation has been assessed against the City's adopted risk tolerance. Comments are provided against each of the risk categories.

Officer's Recommendation	That Council notes the information as detailed in Attachment 1 to this report on the City's Access and Inclusion Plan 2020–2024 progress between January and March 2021.	
Risk Category	Adopted Risk Appetite	Risk Assessment Outcome
Strategic Direction	Moderate	Low
Reputation	Low	Low
Governance	Low	Low
Community and Stakeholder	Moderate	Low
Financial Management	Low	Low
Environmental Responsibility	Low	Low
Service Delivery	Low	Low
Organisational Health and Safety	Low	Low
Conclusion	It is considered that there are low risks associated with the information provided in this report, as it is for noting and meets the outcomes and objectives of the City's AIP 2020- 2024. The information will be used to inform the City's Annual Progress Report to the Department of Communities for 2020/21.	

FINANCIAL IMPLICATIONS

The following financial implications are applicable:

Item 1: Implementation of the City's AIP 2020-2024, first year (2020/21)

Asset Category: Strategic document **Source of Funds:** Municipal

LTFP Impacts: This item is not itemised in the City's Long Term Financial Plan

Notes: The budget amount listed in the table below was adopted by Council at the Ordinary Council Meeting 24 March 2020. The current budget listed is reflective of the 2020/21 adopted annual operational budget to implement the City's AIP 2020-2024 strategies in 2020/21.

ITEM NO.	CAPITAL / UPFRONT COSTS (\$)	ONGOING COSTS (\$) ANNUAL		INCOME (\$)	ASSET LIFE (YEARS)	WHOLE OF LIFE COSTS (\$)	CURRENT BUDGET (\$)
		MATERIALS & CONTRACT	STAFFING				
1	\$35,800 (year 2020/21)	N/A	N/A	N/A	N/A	N/A	\$35,800

STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2017-2027 (as amended), the following applies:

Theme: Our Community

Aspiration: An active and engaged community

- Outcome C2: Accessible services that recognise diversity.
- Outcome 1 People with disability have the same opportunities as other people to access the services of, and any event organised by, the City of Bayswater. This is in direct alignment to Outcome C2 of the City's Strategic Community Plan.
- Outcome 2 People with disability have the same opportunities as other people to access buildings and other facilities of the City of Bayswater. This is in direct alignment to Outcome C1 of the City's Strategic Community Plan.
- Outcome 3 People with disability receive information from the City of Bayswater in a format that will enable them to access the information as readily as other people are able to access it. This is in direct alignment to outcome C2 of the City's Strategic Community Plan.
- Outcome 4 People with disability receive the same level and quality of service from the staff of the City of Bayswater as other people receive from the staff of the City of Bayswater. This is in direct alignment to Outcomes C1 and C2 of the City's Strategic Community Plan.
- Outcome 6 People with disability have the same opportunities as other people to participate in any public consultation by the City of Bayswater. This is in direct alignment to Outcome C2 of the City's Strategic Community Plan.
- Outcome 7 People with disability have the same opportunities as other people to obtain and maintain employment with the City of Bayswater. This is in direct alignment to Outcome C2 of the City's Strategic Community Plan.

CONCLUSION

It is recommended that Council notes the information provided in Attachment 1. The following Access and Inclusion Plan 2020-2024 progress report between January and March 2021 will be provided to the CAIAC and Council in May 2021.

Attachment 1

City of Bayswater Access and Inclusion Plan 2020-2024 INFORMATION UPDATE REPORT	
AUTHOR	Manager Environmental Health Manager Engineering Services Manager Communications and Marketing
BRANCH	Environmental Health
STRATEGY	1.1 Increase access and inclusion awareness with City engaged agents, contractors, local businesses and service providers.
ACTION	(b) Promote and maintain the City's assisted waste collection service to support the independence of eligible residents in their own homes.
DELIVERABLE	<input checked="" type="checkbox"/> 2020/21 <input checked="" type="checkbox"/> 2021/22 <input checked="" type="checkbox"/> 2022/23 <input checked="" type="checkbox"/> 2023/24
INFORMATION	<p>The City is continuing to provide eligible residents with a "gopher" (assisted waste collection) service. This is a specialised service whereby the rubbish truck driver stops and wheels out the bins from the eligible property, empties them and then returns them back to the property.</p> <p>This service is promoted to eligible residents via the City's waste management customer services. This service and any issues or potential improvements are discussed with the City's waste contractor at continuous improvement meetings.</p>
OUTCOMES	<p>The City actively provides an assisted waste collection service to people with disability in the community. The aim of this service is to assist residents living with disability to remain independent in the community by receiving a helping hand with the movement of their bins on collection days. This also ensures that waste is continuing to be removed from the property, to prevent any associated public health issues from occurring.</p> <p>The City of Bayswater in conjunction with Cleanaway currently provides a Gopher Service to 52 residents within the City, as at 6 March 2021.</p> <p>The suburbs receiving the service are Bayswater (16 persons), Morley (14 persons), Maylands (9 persons), Noranda (8 persons) and Bedford (5 persons).</p> <p>To request a Gopher Service, residents must first apply by calling or emailing the City's Waste Management team. The City then conducts an interview with the resident to determine if they are eligible for the service and assess the property to ensure effective collection and safety.</p>

City of Bayswater Access and Inclusion Plan 2020-2024 INFORMATION UPDATE REPORT	
AUTHOR	Manager Community Development Manager Project Services Manager Governance Manager Strategic Planning and Place Manager Library and Customer Services Manager Communications and Marketing
BRANCH	Community Development
STRATEGY	1.2 Build partnerships to support people with disability to participate in their community.
ACTION	(a) Embed information to improve access and inclusion into City documentation, including grants, donations, sponsorships and events. This includes providing accessible parking, public transport and alternative print.
DELIVERABLE	<input checked="" type="checkbox"/> 2020/21 <input checked="" type="checkbox"/> 2021/22 <input checked="" type="checkbox"/> 2022/23 <input checked="" type="checkbox"/> 2023/24
INFORMATION	The City is committed to ensuring people with disability are provided with information in an alternative format on request and can access City services, programs and events. Within City promotions and communication of its community events and programs, community members are advised that information is available in hard copy and in alternative formats, such as large print, or braille upon request.
OUTCOMES	For this reporting period (January to March 2021) the City of Bayswater has embedded access and inclusion information into the below community events and programs. <u>City of Bayswater Community Events</u> The City of Bayswater hosted six community events in the reporting period that were free and open to the public, attracting between 500-4000 people at each event. A short survey with an additional feedback section was promoted to the community following each of these event. Of the people surveyed in the reporting period, 93.9% said that they were satisfied with how easy it was to access the event and move around within the event site. 10 people (out of 164) responded that they were neither happy nor unhappy with access at the events. General feedback from the community included: <ul style="list-style-type: none"> • <i>"We love attending City of Bayswater events. Very family friendly, accessible and lots of fun." (Evening in the Park)</i> • <i>"Parking is awesome" (Summer Markets)</i> • <i>"Everything about the event was fantastic! The easy parking, the set out of the seating, the variety of food trucks and best of all the fantastic bands all made for a very pleasant and enjoyable evening. Congratulations City of Bayswater on a fantastic community event. It would be great if an event like this could also</i>

	<p><i>be organised to be held at Emberson Oval sometime in the future!" (Jazz in the Park)</i></p> <p>In support of accessible and inclusive community events the City provided the following:</p> <ul style="list-style-type: none"> • Closed captions at the Movie in the Park event on 6 March 2021 for people with hearing impairments. Refer Image 1. • Online information on the City's What's On Calendar and Eventbrite registration web page acknowledging that the event is 'free' and 'accessible'. The International symbol of Access was also used on Eventbrite pages. Refer Images 2 and 3. • Accessible wayfinding and pathways. Refer Images 4 and 5. • Where required, universal accessible toilets were hired and accessible matting was used for all events. <p><u>Explore - Discover - Connect Carnival</u></p> <p>On Sunday 28 March 2021 approximately 300 - 400 people attended the City's newly branded Explore. Discover. Connect Carnival, formerly known as Have A Go Day.</p> <p>The inclusive, accessible, free and interactive community event took place at The RISE, Maylands from 12 noon to 3:00pm to encourage people of all ages, cultures and abilities to try a new activity or to join a local community club or group. 31 clubs and community groups attended to deliver a range of Explore. Discover. Connect Carnival activities including:</p> <ul style="list-style-type: none"> • Explore – robotics, modified sports and cultural experiences • Discover - nutritional tips, information sessions, food options and giveaways • Connect - with sporting clubs, services and community groups <p>All stallholders and contractors were provided with an induction package to ensure they were aware of ways to include people with disability.</p> <p>Para-athlete Matthew Felton was the Explore. Discover. Connect Carnival Ambassador who shared his career achievements as a marathon runner to inspire participants to join a local club and build new friendships. <i>"If I could inspire just one person; that may be worthwhile for me,"</i> he said. Refer Image 6.</p> <p>The Master of Ceremonies for the Explore. Discover. Connect Carnival was supported with an AUSLAN interpreter. Refer Image 7.</p> <p>A highlight of the Explore. Discover. Connect Carnival was the Explore Zone. This area of interactive fun for kids included robotics, modified sports and cultural experiences. Refer Images Images 8 to 10.</p> <p>Community feedback included:</p> <ul style="list-style-type: none"> • <i>"Very well set up. Volunteers brilliant - very knowledgeable. Kids activity section - great."</i> • <i>"Very great. The indoor activities were fantastic."</i> • <i>"Very well organised and well presented."</i>
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	<ul style="list-style-type: none"> • <i>“Great variety of information for sports, recreation and arts.”</i> <p>In support of an accessible and inclusive community event the City promoted the Explore. Discover. Connect Carnival online as 'free' and 'accessible'. Refer Images 11 and 12. Accessible toilets and ACROD parking were also available at The RISE.</p> <p><u>Better Bayswater Grant 2020 - 2021</u></p> <p>Round two of the Better Bayswater Grant funding was released on 1 March 2021. Embedded within the application form is the requirement for applicants to describe the steps that will be taken to ensure that their proposed program/project will be accessible and inclusive. This information informs the City and assists in making recommendations to the applicant, as necessary, to ensure equity of access.</p> <p>A website link to the City of Bayswater Access and Inclusion Plan 2020 – 2024 is also embedded into the grant application document to enhance applicant awareness. Information on alternative formats is written on the funding documentation to ensure applicants with disability are aware of their right to request information in hard copy large or electronic format, for example.</p>
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Image 1 *Closed captions at Movie in the Park event for people with hearing impairments, 6 March 2021*



Image 2 *Use of disability access symbols on Eventbrite page for Movie in the Park, 6 March 2021.*



Image 3 Use of disability access symbols on Eventbrite page for Jazz in the Park, 16 January 2021.



Image 4 Event layout utilising accessible parking and footpaths at event entrance, Evening in the Park, 20 March 2021.



Image 5 Food vendors positioned to utilise existing pathways for ease of access at Evening in the Park, 20 March 2021.



Image 6 Explore Discover.Connect Carnival Ambassador and para-athlete Matthew Felton.



Image 7 Master of Ceremonies and Auslan interpreter opening the Explore.Discover.Connect Carnival on Sunday, 28 March 2021 at The RISE.



Image 8 *Local family enjoying the Explore.Discover.Connect Carnival 'Explore Zone' - Maylands Meccano and Hobbies Club Inc.*



Image 9 *Youth dancing and singing in the Explore.Discover.Connect Carnival 'Explore Zone' - Silent Groove - Silent Disco*



Image 10 *Local family enjoying the Explore.Discover.Connect Carnival 'Explore Zone' - Scitech - Science Wonderland*

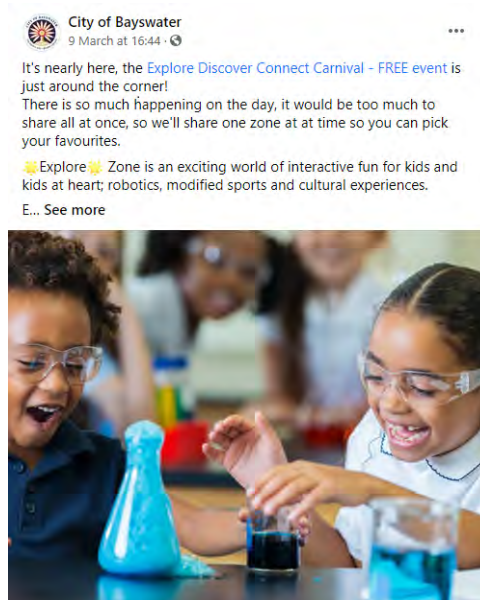


Image 11 City of Bayswater Facebook post and video promoting the free and accessible Explore.Discover.Connect Carnival, 9 March 2021.

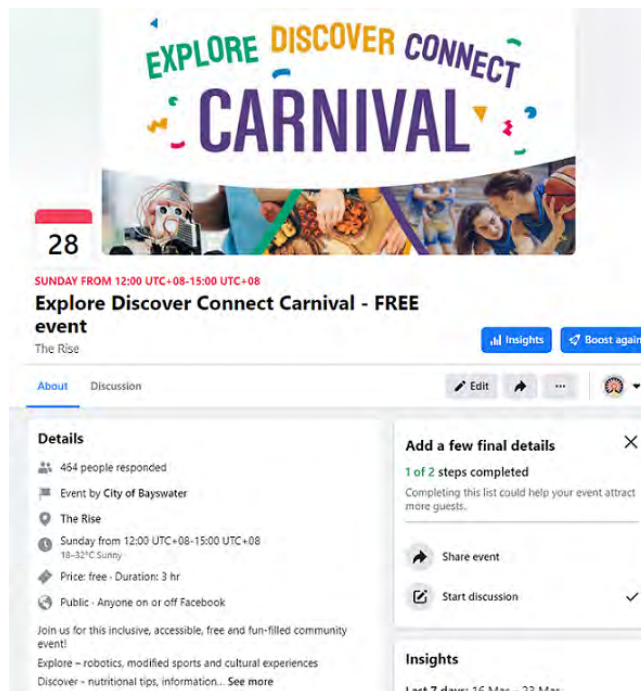


Image 12 City of Bayswater Facebook event page promoting the free and accessible Explore.Discover.Connect Carnival, 28 March 2021 at The RISE

City of Bayswater Access and Inclusion Plan 2020-2024 INFORMATION UPDATE REPORT	
AUTHOR	Manager Community Development
BRANCH	Community Development
STRATEGY	1.2 Build partnerships to support people with disability to participate in their community.
ACTION	(b) Provide and promote information to sporting clubs and community groups to assist with the inclusion of people with disability.
DELIVERABLE	<input checked="" type="checkbox"/> 2020/21 <input checked="" type="checkbox"/> 2021/22 <input checked="" type="checkbox"/> 2022/23 <input checked="" type="checkbox"/> 2023/24
INFORMATION	<p>The City supports local community groups and sporting clubs through the provision of information and the delivery of programs that help to build community capacity.</p> <p>The City's free monthly Club Connection e-newsletter provides up-to-date information to promote club and community participation. This includes showcasing upcoming events, community training, available grants plus important sport and community news.</p> <p>Each financial year the City delivers a diverse and inclusive community training program referred to as Community Upskillers aimed to increase community awareness and build knowledge, skills and confidence.</p>
OUTCOMES	<p>For this reporting period (January to March 2021) the City of Bayswater has assisted local sporting clubs and community groups with access and inclusion information as follows:</p> <p><u>City of Bayswater Club Connection E-newsletter - January and February 2021</u></p> <p>These editions featured promotional information about the City's newly branded inclusive event - Explore. Discover. Connect Carnival, formerly known as Have A Go Day. This inclusive, accessible, free and interactive community event encouraged clubs and community groups to engage as a stallholder to expand their membership and/or attend as a participant. Refer Images 1 and 2.</p> <p><u>Inclusion Solutions - Building Inclusive Communities WA 2021 Project</u></p> <p>The City is one of 11 Local Government Authorities (LGA) awarded the Inclusion Solutions - Building Inclusive Communities WA (BICWA) project valued at \$26,000. BICWA is a supportive partnership project with LGA's that is designed to build the capacity of clubs and community groups, provide mentoring and a range of practical supports to ensure all people, regardless of ability, race, ethnicity, gender or sexual orientation, feel a sense of belonging and can actively participate in community life.</p> <p>The BICWA partnership project with Inclusion Solutions will help to achieve the following outcomes:</p> <ul style="list-style-type: none"> • Build a stronger, more connected community. • Support and strengthen the delivery of the City's Access and Inclusion Plan 2020-2024. • Support the City inclusive and accessible planning and promotion of City events and services.

	<ul style="list-style-type: none"> • Discover skills and talents within our community. • Increase the membership and volunteering at clubs and community groups. <p>Together with Inclusion Solutions, the City will deliver the BICWA educational program between April and November 2021. The inclusive project will be delivered via a series of social inclusion and engagement projects, community webinars and community workshops. The City will be preparing an extensive promotional campaign to raise community and sporting club awareness of the project. Refer Image 3.</p>
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Image 1 City of Bayswater Club Connection E-newsletter - January 2021.

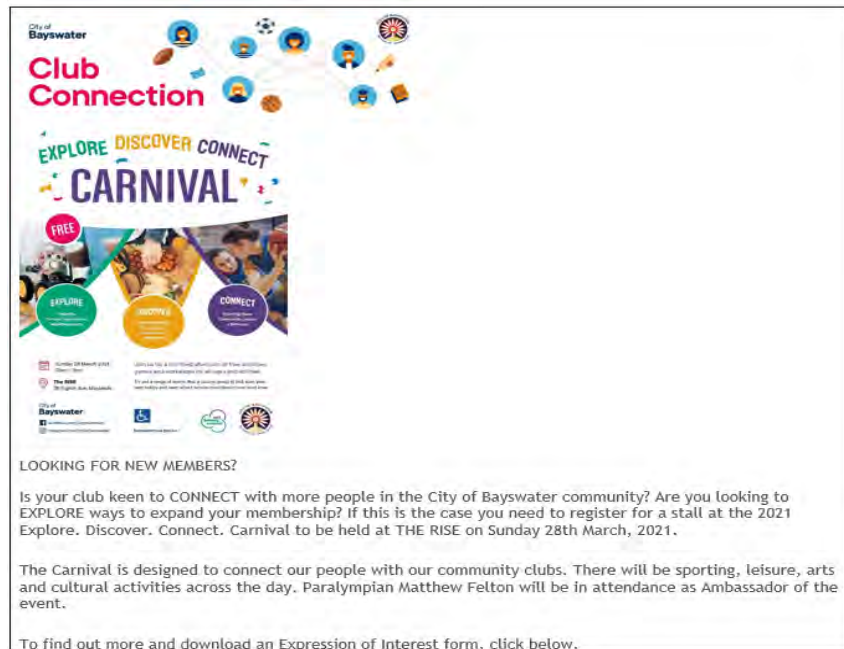


Image 2 City of Bayswater Club Connection E-newsletter - February 2021.

Date / Time	Details
August - September 2021	Club Renovation Tool Kit 8 week on-line webinar series for 20 pax Topic - Creating and promoting social inclusion
August - September 2021	Community Development Tool Kit 6 week online course for 10 pax Topic - Creating inclusive experiences for all people
April - October 2021	Community Webinars 4-part social inclusion education program for 99 pax Topics - engaging everyone with your organisation
August - October 2021	Community Workshop 1 x 2.5 hour workshop for 25-35 people Topics - Range of Inclusive topics to pick from
August - October 2021	Club Mentoring 1 community organisation selected 12 months of on-going mentoring in the inclusion space
August - October 2021	LGA Professional Development Personalised training sessions for 4 x LGA employees Topic - Inclusion opportunities and issues in the work place

Image 3 City of Bayswater Building Inclusive Communities WA 2021 Program Outline

City of Bayswater Access and Inclusion Plan 2020-2024 INFORMATION UPDATE REPORT	
AUTHOR	Manager Project Services
BRANCH	Project Services
STRATEGY	2.1 Improve building accessibility in the planning, design and construction phases.
ACTION	(a) Embed universal access considerations into the Project Management Framework, including procurement, approvals, and construction.
DELIVERABLE	<input checked="" type="checkbox"/> 2020/21 <input checked="" type="checkbox"/> 2021/22 <input type="checkbox"/> 2022/23 <input type="checkbox"/> 2023/24
INFORMATION	The City continues to share current Australian Standard (AS) advice and guidance with internal and external stakeholders to ensure that the City meets its obligations for access to City infrastructure, both new and old. As part of the City's \$5.09 million local stimulus package to help the City recover from COVID-19 impacts, accessibility improvements are being fast tracked.
OUTCOMES	Between January and March 2020, the following accessibility infrastructure projects have been implemented: <ul style="list-style-type: none"> The Morley Sport Recreation Redevelopment project has been progressing onsite with construction of Stage 1, which includes two additional courts, parking reconfiguration, rugby field realignment and match field lighting to be completed by July 2021. Stage 2 is planned to be completed by September 2021 and includes accessible toilets, changing rooms and storage facilities. Throughout the design, Australian Standards have been met with fully accessible facilities and detail included in the design such as accessibility ramps, pathways and additional ACROD car bays.



Image 1 *Morley Sport Recreation Centre Redevelopment Approved Designs*

City of Bayswater Access and Inclusion Plan 2020-2024 INFORMATION UPDATE REPORT	
AUTHOR	Manager Engineering Services Manager Building Works Manager Engineering Works
BRANCH	Engineering Services
STRATEGY	2.1 Improve building accessibility in the planning, design and construction phases.
ACTION	(b) Engage accredited access consultants to conduct audits and prepare remedial action plans for upgrades to City buildings, including the pedestrian movement network to the nearest public transport infrastructure.
DELIVERABLE	<input type="checkbox"/> 2020/21 <input checked="" type="checkbox"/> 2021/22 <input type="checkbox"/> 2022/23 <input type="checkbox"/> 2023/24
INFORMATION	The City continues to share current Australian Standard (AS) advice and guidance with internal and external stakeholders to ensure that the City meets its obligations for access to City infrastructure, both new and old.
OUTCOMES	Between January and March 2020, the following accessibility infrastructure project was implemented: <u>Crosswalk at the front of Durham Road School</u> City staff met with Durham Road School staff for a site visit to investigate different types of pedestrian crossings to be installed at the front of Durham Road School, following information received from the school about pedestrian safety issues. As a solution, pedestrian ramps will be installed on Bassendean Road for safe pedestrian crossing. Some footpath modifications have been implemented on Kelvin Street adjacent to the Maylands Peninsula Primary School to assist with wheelchair users boarding/dismounting buses. Further to accessibility improvements undertaken last year, additional footpath and kerb ramps have been installed on Bassendean Road to assist Durham Road School students in crossing the road. Refer Images 1 to 3 .



Images 1 and 2



Image 3

City of Bayswater Access and Inclusion Plan 2020-2024 INFORMATION UPDATE REPORT	
AUTHOR	Manager Project Services
BRANCH	Project Services
STRATEGY	2.6 Develop accessible design and inclusive play spaces to support social development for people with a range of disability.
ACTION	(a) Design and develop play spaces in line with the City's <i>Parks and Play Space Classification Hierarchy</i> ; providing accessible infrastructure and play equipment in parks, including continuous accessible pathways, fountains, shelter, shade, and seating. Where possible and appropriate, engage education and disability service providers in the design of play spaces across the City.
DELIVERABLE	<input checked="" type="checkbox"/> 2020/21 <input checked="" type="checkbox"/> 2021/22 <input checked="" type="checkbox"/> 2022/23 <input checked="" type="checkbox"/> 2023/24
INFORMATION	In July 2019 the City endorsed a 'Play Space Strategy', as a framework to guide the planning, design and management of play spaces across the City. The City remains committed to ensuring that all future regional and district playground renewal projects have at least one piece of equipment in each playground that is accessible and inclusive for all people, including children with disability.
OUTCOMES	<p>Between January and March 2020, the following initiatives have been implemented:</p> <p><u>Pat O'Hara Reserve - upgrades</u></p> <p>As part of the City's Play Space Redevelopment program, facilities at Pat O'Hara Reserve were upgraded. Features include a basket swing with a wheelchair accessible soft fall rubber pathway, an accessible ramp to the play space, wheelchair accessible picnic tables and multi-purpose court. These features accompany the nature play space equipment under the trees including climbing fort, slide, climbing rocks and logs. As part of the redevelopment, the play space has been repositioned closer to trees for natural shade; and accessible pathways now link the picnic area, play equipment and multi-purpose area all together. Refer Image 1.</p> <p><u>External Funding Success</u></p> <p>The City is also pleased to announce that it successfully applied for Australian Government: Department of Infrastructure, Transport, Regional Development and Communications funding under the 'Extension of the Local Roads and Community Infrastructure Program Phase 2'. This funding will support the construction of enhanced park facilities such as accessible park furniture, pathways, shade and play space equipment including hydro zoning and improved irrigation. The funded projects include:</p> <ul style="list-style-type: none"> • Mahogany Reserve, Morley - \$280,000; • Wattle Park Reserve, Morley - \$500,000; • Maylands Waterland Redevelopment, Maylands (additional funds for Stage 1 upgrade)- \$150,000



Image 1 *Pat O'Hara Reserve upgrades completed January-March 2021*

City of Bayswater Access and Inclusion Plan 2020-2024 INFORMATION UPDATE REPORT	
AUTHOR	Manager Community Development Manager Communications and Marketing
BRANCH	Community Development
STRATEGY	3.1 Diversify accessible information and communication methods.
ACTION	(b) Provide information in accessible formats on request for people with disability.
DELIVERABLE	<input checked="" type="checkbox"/> 2020/21 <input checked="" type="checkbox"/> 2021/22 <input checked="" type="checkbox"/> 2022/23 <input checked="" type="checkbox"/> 2023/24
INFORMATION	The Communications and Marketing team provide numerous publications in accessible formats, upon request.
OUTCOMES	<p>Between January and March 2021, numerous publications were made available to the community in accessible formats, upon request. They included:</p> <ul style="list-style-type: none"> • The Bayswater Beat. • Food Organics Garden Organics (FOGO) promotional collateral. <p>Marketing collateral was also created in languages other than English including:</p> <ul style="list-style-type: none"> • FOGO letters and trifold brochures (in Simplified Chinese, Vietnamese and Italian). • Learning English through Storytime flyers for libraries (in Traditional Chinese, simplified Chinese, Hindi, Japanese and Vietnamese). <p>Event marketing collateral was designed with large font size and accessible contrast of colours including:</p> <ul style="list-style-type: none"> • Family Favourites with Perth Symphony Orchestra. • Jazz in the Park. • Movie in the Park. • Evening the Park. <p>Six videos were produced with captions on topics including:</p> <ul style="list-style-type: none"> • The City's Strategic Community Plan. • Get Ready to FOGO (Refer Images 1 and 2). • Support Baysie Business - King William Antiques, Oxfam Fair Trade Shop, IGA X-press, Pharmacy 777. <p>The City's Explore.Discover.Connect Carnival communications and marketing campaign included digital images posted to the Facebook event, accompanied by Alt Text allowing for non-visual desktop access for people who are blind or vision impaired to access and interact with image descriptions. Refer Images 3 and 4.</p>



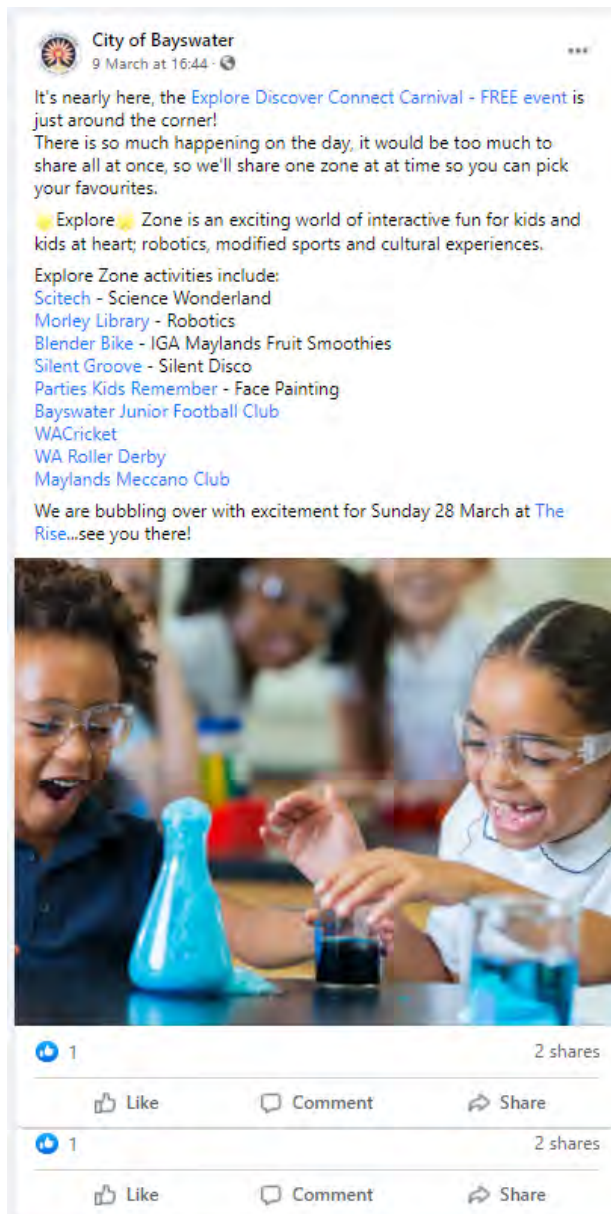
Images 1 and 2 *City of Bayswater, Get Ready to FOGO Facebook promotional video with captions.*



Image 3 *Snapshot of Explore Discover Connect Facebook event post, <https://facebook.com/events/769095614030304/>*

Image 4 Snapshot of Explore Discover Connect Facebook event promotional slideshow video (images and music audio)

<https://facebook.com/bayswatercity/videos/734911030521815/>



City of Bayswater Access and Inclusion Plan 2020-2024 INFORMATION UPDATE REPORT	
AUTHOR	Manager Rangers and Security Manager Communications and Marketing Manager Community Development
BRANCH	Rangers and Security
STRATEGY	3.1 Diversify accessible information and communication methods.
ACTION	(c) Educate the community on the importance of keeping footpaths and pedestrian pathways clear from obstruction.
DELIVERABLE	<input checked="" type="checkbox"/> 2020/21 <input checked="" type="checkbox"/> 2021/22 <input checked="" type="checkbox"/> 2022/23 <input checked="" type="checkbox"/> 2023/24
INFORMATION	The City's Communications and Marketing team continue to promote accessible footpaths.
OUTCOMES	A recent example of continued promotion of accessible footpaths and pathways across the City, was the recent media story and Facebook post the Communications and Marketing team produced to highlight the completion of the Noranda Town Centre road upgrade. The upgrade included improved accessibility for pedestrians and motorists, including ACROD compliant pram ramps and tactile ground surface indicators to make the journey more accessible for people with a disability, caregivers and parents. Refer Images 1 and 2.

Road upgrades completed

NORANDA locals can now walk safely around their local shopping centre and park after the City of Bayswater completed road upgrades in the town centre.

The City recently installed a central median strip, turning pockets, more pedestrian crossing locations and a new asphalt road surface, widened the road, improved street lighting and planted 18 eucalyptus trees along the median strip.

This comes after the community were consulted on concept designs in 2019.

Deputy Mayor and Noranda resident Filomena Piffaretti said the upgrade improved the town centre's aesthetics, accessibility and safety for pedestrians and motorists.

"As a local resident, it's been fantastic to watch the intersection at Benara Road and McGilvray Avenue transformed by the upgrade," she said.

"People moving through the area will notice two pedestrian crossing locations have been added to four



Bayswater Deputy Mayor Filomena Piffaretti with Noranda resident Barbara Starkey and her granddaughters Summer and Rosie.

existing crossing points at Benara Road and McGilvray Avenue.

"Importantly, these crossing locations incorporate Acrod compliant pram ramps as well as tactile ground surface indicators, making the journey to and from Noranda shopping cen-

tre and Robert Thompson Reserve more accessible for people with a disability, caregivers and parents.

"We now have a streetscape that's safer and inviting for residents and visitors to Noranda, and welcomes people to the local businesses in the town centre."

Image 1 *Noranda Town Centre road upgrades including new crossing with Deputy Mayor Filomena Piffaretti and Noranda resident Barbara Starkey and her granddaughters Summer and Rosie, January 2021.*

City of Bayswater Access and Inclusion Plan 2020-2024 INFORMATION UPDATE REPORT	
AUTHOR	Manager Communications and Marketing
BRANCH	Communications and Marketing
STRATEGY	3.1 Diversify accessible information and communication methods.
ACTION	(d) Adopt an internal Written Style Guide that encourages staff to use plain English in all communications.
DELIVERABLE	<input checked="" type="checkbox"/> 2020/21 <input type="checkbox"/> 2021/22 <input type="checkbox"/> 2022/23 <input type="checkbox"/> 2023/24
INFORMATION	The City of Bayswater Written Style Guide has been developed for staff when writing Council reports and producing written material on behalf of the City. The Written Style Guide outlines effective strategies to communicate information in plain English by ensuring that it is clear, straightforward and respectful to diverse audiences, including people with disability.
OUTCOMES	The City of Bayswater Written Style Guide was approved by the City's Executive Leadership Team and distributed to all staff in February 2021. The publication is now included in the City's Induction Program for all new staff. The City's Communication and Marketing team continue to provide advice to staff on the use of the Written Style Guide.

City of Bayswater Access and Inclusion Plan 2020-2024 INFORMATION UPDATE REPORT	
AUTHOR	Community Engagement Advisor
BRANCH	Community Engagement
STRATEGY	6.1 Consider access and inclusion in the planning, design and delivery of public consultation.
ACTION	(a) Embed access and inclusion in community engagement planning process.
DELIVERABLE	<input checked="" type="checkbox"/> 2020/21 <input type="checkbox"/> 2021/22 <input type="checkbox"/> 2022/23 <input type="checkbox"/> 2023/24
INFORMATION	<p>From January to March 2021, several community engagement initiatives have been planned and delivered, with access and inclusion being considered as part of the process. This has included:</p> <ul style="list-style-type: none"> • Shape Baysie, review of the Strategic Community Plan – public comment period. • Community Engagement Framework review – phase 2 engagement. • Community Recreation Plan. • Play space redevelopments. <p>Engagement activities have included measures to improve access and inclusion, including:</p> <ul style="list-style-type: none"> • Hard copy surveys available at libraries. • Pop up stalls in community spaces to reach people and provide opportunities to participate in person. • Attending stakeholder meetings to enable direct feedback – i.e. going to where our stakeholders are. • Promotion of initiatives via a variety of mediums, including social media, e-newsletter and Bayswater Beat. <p>In addition, the review of the Community Engagement Framework has included consideration of access and inclusion across the City's practices. One of the priority outcomes of this review is to have improved processes to ensure access and inclusion is considered in all of our engagement processes.</p>
OUTCOMES	The City's revised Community Engagement Framework will reflect better consideration of access and inclusion in the City's engagement practices. The Community Engagement Framework is still under review and continues to progress.

City of Bayswater Access and Inclusion Plan 2020-2024 INFORMATION UPDATE REPORT	
AUTHOR	Community Engagement Advisor
BRANCH	Community Engagement
STRATEGY	6.2 Expand the variety of consultation methods offered by the City.
ACTION	(a) Review the Community Engagement Framework and consider how to improve online engagements to better inform people with disability and improve public participation.
DELIVERABLE	<input checked="" type="checkbox"/> 2020/21 <input type="checkbox"/> 2021/22 <input type="checkbox"/> 2022/23 <input type="checkbox"/> 2023/24
INFORMATION	<p>The Community Engagement Framework review is still in progress, however, the community engagement to inform the review is now complete. The second phase of engagement included meetings with several stakeholders that the City does not hear from as much in its standard engagement practices. The purpose was to better understand how to reach these stakeholders and how to improve opportunities for them to have a say, making the City's practice more accessible and inclusive for the community.</p> <p>The second phase of the Community Engagement Framework review included attending the Community Access and Inclusion Advisory Committee, Local Homelessness Advisory Committee and the Reconciliation Advisory Committee meetings that occurred this quarter. Information collected from these forums is being used to improve the City's practice, particularly better informing stakeholder assessments and engagement planning.</p>
OUTCOMES	The Community Engagement Framework review is still in progress.

City of Bayswater Access and Inclusion Plan 2020-2024 INFORMATION UPDATE REPORT	
AUTHOR	Community Engagement Advisor
BRANCH	Community Engagement
STRATEGY	6.2 Expand the variety of consultation methods offered by the City.
ACTION	(b) Monitor the diversity of people, including people with disability, engaging in public consultations by including questions to gauge the diversity of contributors.
DELIVERABLE	<input checked="" type="checkbox"/> 2020/21 <input checked="" type="checkbox"/> 2021/22 <input checked="" type="checkbox"/> 2022/23 <input checked="" type="checkbox"/> 2023/24
INFORMATION	Recent surveys and other engagement activities undertaken by the City have included consistent demographic questions to better collect data on who is participating in the City's engagement activities. This will be a permanent inclusion in the City's engagement practices, where practicable. Data being collected includes age, suburb, connection to the City (i.e. resident, ratepayer, business owner/operator, etc.) and whether someone identifies as having disability, being Aboriginal or Torres Strait Islander or speaking a language other than English at home.
OUTCOMES	This action is ongoing and due for completion in mid-2021.

City of Bayswater Access and Inclusion Plan 2020-2024 INFORMATION UPDATE REPORT	
AUTHOR	Manager People, Culture and Safety
BRANCH	People, Culture and Safety
STRATEGY	7.1 Advance employment practices to increase the employment of people with disability.
ACTION	<p>(a) Join the Australian Network on Disability and take the Access and Inclusion Index Self-Assessment to maximise employment impact and contribute to a national benchmark.</p> <p>(b) Formalise a roadmap for improvement based on the annual Access and Inclusion Index Self-Assessment Comprehensive Report.</p>
DELIVERABLE	<input checked="" type="checkbox"/> 2020/21 <input checked="" type="checkbox"/> 2021/22 <input checked="" type="checkbox"/> 2022/23 <input checked="" type="checkbox"/> 2023/24
INFORMATION	<p>The City services a diverse and multicultural community. In preparing our Workforce Plan 2020-24, we identified that there is the opportunity to do more with our workforce, so it is representative of the diverse community of the City. In the Plan, we are committed to a workplace and workforce that is inclusive and diverse and have progress measures for the number of employees with disability.</p> <p>The City has an agreed target of 5% of the workforce having a disclosed disability by 2025.</p> <p>The Australian Network on Disability (AND), can provide us with a range of opportunities, not limited to conducting an organisation wide assessment, which will help to inform our road map for future actions.</p> <p>Some of the benefits of having a membership with AND are:</p> <ol style="list-style-type: none"> 1. Help us develop the behaviours, attitudes, systems and knowledge to successfully engage with people with disability as employees, customers and stakeholders. 2. Provide an effective management tool to measure our performance and help us identify where to direct our resources for maximum impact - Access and Inclusion Index. 3. Increase opportunities to engage with skilled people with disability through innovative programs such as our Stepping Into internship program and PACE mentoring program. 4. Facilitate networking opportunities for mutual learning and information sharing – roundtable events and webinars. 5. Collaborate to develop customised tools and specialist publications. 6. Provide training in Disability Confidence for Human Resources, Disability Confidence for Managers and Disability Confident Recruiter. 7. Undertake valuable projects that inform us on what it takes to successfully include people with disability as employees, customers and suppliers in a range of businesses and locations.

OUTCOMES	<p>Between January and March 2021, the following initiatives have been implemented:</p> <ul style="list-style-type: none">• Advertised the position of Apprentice Mechanic in February 2021, of which Bizlink presented a candidate with disability. For this specific candidate we made adjustment on the recruitment process.• Initiated partnership conversations with Durham Road School, for potential work placements in the City.• For all City recruitment we advertise the following statement: <i>“The City of Bayswater is an Equal Opportunity Employer and we promote a workplace that values and foster the diversity of our staff. We strongly encourage applications from Aboriginal and Torres Strait Islander people, people with disability, people from cultural diverse backgrounds and young people.”</i>• Continued partnership with Disability Agency – Bizlink which connected Hayden Selfe to the position of Casual Library Officer. Hayden has been working with the Library and Customer Service team since February 2021 and is interested in applying for other positions in the City. Refer Image 1.
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Dream Job



Pictured Hayden and Charlie outside Morley Library

Published author, Hayden Selfe, recently started his "dream" job working at the City of Bayswater Library. Hayden had thought he would be stuck in takeaway food forever. However, he completed Librarian qualifications and BIZLINK Midland worked with him to connect to new employers and a new job. Hayden is now employed as a casual Library Assistant. The City of Bayswater are proactive employers and work with BIZLINK to increase their diversity and equal opportunity employment.

Hayden has done the hard work to get him to where he needed to be. BIZLINK Midland are delighted to see Hayden excel and follow his dream and we will continue to support him in this role. Charlie, Johnny, Liz and Julie have loved seeing Hayden follow his dream and be an inspiration to others. Thanks City of Bayswater for the opportunity.

You can find Hayden's book 'Hatching Heroes' and others online
www.goodreads.com/author/show/7057265.Hayden_Selfe

Image 1 *New casual Librarian Hayden Selfe, at Morley Library, March 2021.*

9 PREVIOUS MATTERS DEALT WITH NOT ON THE AGENDA**9.1 Unapologetic Production - Update**

As previously requested by the Community Access and Inclusion Advisory Committee (CAIAC), the City investigated the opportunity to showcase *Unapologetic: Loud and Proud in a Disabled Body* for International Day of People with Disability 2021. On 22 April 2021, the City received communication from one of the producers to inform that a remount of the production would not be possible, in consideration of artists' work commitments. The City will now explore other potential artistic opportunities for International Day of People with Disability, subject to budget and resource allowing.

9.2 Community Engagement Review - Update

The City's draft Community Engagement Strategy and Policy is scheduled to be presented to Council at the Ordinary Council Meeting on 25 May 2021. Once the documents are approved to be released for public comment, the City will once again seek feedback from the CAIAC.

At 05.26 pm Mr Dan West Acting Manager Sustainability and Environment arrived to the meeting.

At 05.26 pm Mr Ross Cameron arrived to the meeting.

10 GENERAL BUSINESS**10.1 Hinds Reserve - Update**

Dan West, Acting Manager Sustainability and Environment and Ross Cameron, Project Officer provided an update on pathway connections at Hinds Reserve. Works are currently underway at the site due to be completed by 30 June 2021. In addition, an update on the multi-user ramp access at Hinds Reserve was also provided. The City will soon be requesting quotes for the concept design of the ramp and this has been communicated with the affected sporting clubs. Following the completion of a concept design, community consultation will take place to get community views on the proposed ramp design. In the meantime, additional sand will be brought to the site to reduce the existing gradient.

Mr Dan West Acting Manager Sustainability and Environment left at 06.03pm.

Mr Ross Cameron left at 06.03 pm.

10.2 Explore.Discover.Connect Carnival

The City will present event outcomes to the CAIAC. The event was held at The RISE on Sunday 28 March 2021.

10.3 Employment Of People With A Disability At The City Of Bayswater

Cherie Daniel, Acting Manager People, Culture and Safety provided an update on the City's actions taken to date in relation to the Access and Inclusion Plan Outcome area 7, which relates to the employment of people with disability.

11 CONFIDENTIAL ITEMS

Nil.

12 NEXT MEETING

The next meeting of the Community Access and Inclusion Advisory Committee will take place in the Embleton Room, City of Bayswater Civic Centre, 61 Broun Avenue, Morley on Wednesday 4 August 2021 commencing at **05:00 pm**.

13 CLOSURE

There being no further business to discuss, the Acting Chairperson, Cr Stephanie Gray, declared the meeting closed at 06:19 pm.