

Minutes

Disability Advisory Group

Wednesday 14 August 2024

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Minutes of the Disability Advisory Group of the Bayswater City Council which took place in the Committee Room, City of Bayswater Civic Centre, 61 Broun Avenue, Morley on Wednesday 14 August 2024.

1 OFFICIAL OPENING

The Presiding Member, Councillor Nat Latter, declared the meeting open at 6:32pm.

2 ACKNOWLEDGEMENT OF COUNTRY

The Presiding Member, Cr Latter acknowledged the Traditional Custodians of the land, the Whadjuk people of the Noongar nation, and paid respects to Elders past, present and emerging.

Noongar Language

Ngalla City of Bayswater kaatanginy baalapa Noongar Boodja baaranginy, Wadjuk 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 Whadjuk people of the Noongar Nation, and pay our respects to Elders past, present and emerging.

3 ATTENDANCE

Members

Cr Nat Latter
Cr Sally Palmer
Kay Barnard
Eva Di Blasio
Kim Hutchinson
Caoibhe Hendy
Michael Worthington
Fatima Al Ghanimi

Manager Environmental Health and Statutory Building
Acting Manager Transport and Building

Officers

Linda McIntosh
Olivia Colja

Executive Assistant, Mayor and Councillors (minute-taker)
Community Development Officer Access & Inclusion

Observers

Nil.

Approved Leave of Absence

Nil.

Apologies

Cr Dan Bull
Cr Assunta Meleca
Stuart Jenkinson
Bianca Sandri

Director Community Services

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 -

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

The following disclosures of interest were made at the meeting:

Name	Item No.	Type of Interest	Nature of Interest
Cr Sally Palmer	7.3	Impartial	Cr Palmer is a Board Member for Noranda Primary School, and the school is mentioned in relation to the installation of ACROD parking.

5 TERMS OF REFERENCE

Purpose

The purpose of the Disability Advisory Group (DAG) is to offer guidance to the City on issues impacting people with a disability. The group will also provide advice on the development and implementation of the City's Access and Inclusion Plan.

Development applications and City-based works can be referred to the group to request the group's feedback.

Membership

Three Elected Members as appointed by Council.

Two staff members, as appointed by the Director Community Services.

Up to five Community Members, who will be selected by the Elected Members and Staff Members who are members of the group.

Community members must:

1. Reside in the City of Bayswater, or represent a service provider or organisation within the City of Bayswater; and
2. Live with a disability or are a parent, carer, advocate of a person with a disability, or be able to contribute expertise or advice on disability.

Members will be appointed for a two-year term in line with the local government elections.

If a member fails to attend three consecutive meetings of the group, their appointment shall be automatically terminated unless leave of absence has been granted.

Members must abide by the City of Bayswater *Code of Conduct for Council Members, Committee Members and Candidates*.

Chairperson

The Advisory Group members are to elect a Chairperson and Deputy Chairperson at the first meeting, both of whom must be an Elected Member of Council.

The Chairperson will preside at all meetings.

In the absence of the Chairperson, the Deputy Chairperson will assume the Chair, and in their absence, a person is to be elected by the Advisory Group present to assume the Chair.

The Chairperson is responsible for the proper conduct of the Advisory Group.

Delegated Authority

This group performs an advisory function and does not have any delegated authority.

Meetings

The Group shall meet no more than quarterly at the City of Bayswater Civic Centre.

Relevant staff members and guests may be invited to the meetings at the Chairpersons' discretion.

Administration

Notification of the meeting will be provided at least a fortnight prior to the meeting date.

An agenda shall be provided to members one week before the meeting.

Minutes of the meeting will be provided to all members, and all City Councillors, within 14 calendar days following the meeting date.

Liaison Officer

Director Community Services.

6 CONFIRMATION OF MINUTES

The Minutes of the Disability Advisory Group held on 15 May 2024 be accepted.

Cr Sally Palmer Moved, Eva Di Blasio Seconded

CARRIED UNANIMOUSLY

7 ITEMS FOR DISCUSSION**7.1 Disability Advisory Group Photo**

Members of the Disability Advisory Group who were present at the meeting took part in a group photo. It was agreed to take the photo although not everyone was present as that may always be the case. Another photo could be taken in the future if necessary.

7.2 Engagement for the Access and Inclusion Plan

The City's Access and Inclusion Plan 2020-2024 is due for review as legislated by the Disability Services Act 1993. The City has established a pre-engagement phase for members of the Disability Advisory Group:

- Identify relevant stakeholders.
- Provide guidance on the City's communication and marketing strategy.
- Provide input to ensure an inclusive consultation process.

Members of the Disability Advisory Group recently received an email to provide feedback and suggestions on the City's Access and Inclusion engagement plan.

Members were thanked for suggestions already provided and encouraged to send any further feedback/suggestions by Friday 16 August 2024.

Group Discussion

- Engagement/Consultation Process: How is this consultation different from the previous committees?
 - Internal group pre-engaged, comparing with Inclusion and Diversity Advisory Group (IDAG).
 - Pre-engagement includes research around other local government areas and gathering this group's lived experiences prior to the consultation stage.
 - The City engaged with three groups for pre-engagement and their input would assist the Engagement Plan.
 - The difference between goals for pre-engagement versus engagement includes research around other local government areas and gathering this group's lived experiences prior to consultation stage.
 - Focus Groups: This space is still evolving. Peers not mentioned in other groups yet.
- Networking: Approaching different groups and networks would be useful to help spread engagement. The City may be able to reach other people to share ideas regarding marketing, such as what would be appealing and different methods the City could use.
- Communication Styles:
 - Ensure that engagement is inclusive of the wider community by providing different language options, formats etc.
 - The neuro-diverse community need to be supported differently to enable participation, such as 'live' documents. Neuro-diversity is a changing field and it is important to use correct language that is non-ambiguous.
 - Surveys should be available in different formats including engaging people in person, and not just online.
- Training: Provide better training for access and inclusion around key personnel - communication styles. Should cover people with different communication styles.
- Lived Experience: People with lived experiences create a safe environment. Trauma and associated barriers are experienced and people with those lived experiences make it safe to share. Wellness responder. A lot of consultation. Compensate for their time to share their experiences. Qualitative data. Active engagement.
- Ongoing Feedback Option: Engage Bayswater provides the community with the option to provide feedback on any issues. In relation to the Access and Inclusion Plan, the City wants to represent what all groups have said and look at crossovers of different groups from pre-engagement stage. Feedback is encouraged.
- General: Potentially look at incorporating the Access and Inclusion Plan into all of the City's engagement processes as best practice, to enable everyone to provide feedback on engagement.

Actions:

1. City Officer to provide information to the Group on how the City captures engagement from the community

2. City Officer to confirm if the City of Bayswater is a member of the Australian Disability Network and are the members hours able to be used as a part of the Engagement Plan? Best practice advice could be sourced from them.

7.3 Access and Inclusion Progress Report

The Group noted the updates provided on Access and Inclusion projects initiatives that have been completed by the City of Bayswater delivered from September 2023 – February 2024.

7.4 Disability and Access Inclusion Plan Progress Report

An update on Inclusion and Diversity projects/ initiatives that have been completed by the City of Bayswater delivered from March – May 2024 was provided for noting (Attachment 3).

Group Discussion

- Parking on pages 27 and 28: The City Officer explained there is an audit of carparking in the City, on street and off street. Designing, changing and providing dependant on requirements. The current budget includes provision of ACROD bays at four of the Eric Singleton carparks and at the Upper Hillcrest Reserve. The City will continue to upgrade carparks for the provision of compliant ACROD bays every financial year until complete. The map circulated to members via email prior to the meeting, can be updated to incorporate the new detail.
- Noranda Recreation Centre ACROD bays:
 - The City Officer advised that she believes these are now completed.
 - There are no ACROD bays at the main entrance. 100m from Club. Parking for offices. City Officer agreed regarding the amount of parking and that there should be more ACROD. The area needs a couple more, in addition to Australian Standards requirements.
- RA Cooke Reserve ACROD parking: Access from the parking bay to the reserve is difficult, there is no pathway. Can sit in an area and watch games, but full bench seating is difficult, no path.
- Gopher Service for Waste Management Collection:
 - The City Officer explained that the service is still provided and is being utilised by the community.
 - Residents need to contact the City to organise the service.
 - Look at promoting the service to the community/providers
 - What is the criteria for accessing the service?
- KidSport Program: How are applications processed, is it through DLGSC? The City receives grants and then dispenses.
- Public Toilet Bins: Bins in toilets are sometimes moved and creates access difficulties. The City Officer advised that officers and maintenance staff check public toilet facilities during routine inspections and that any accessibility matters would be raised with the management of the venue at the time. Matters can also be reported to the City and these would be investigated for compliance.

Actions:

1. Officer will look into the parking issues being experienced at the Noranda Recreation Centre, noting that more ACROD bays means less standard bays.
2. Officer will assess the wheelchair access at Lightning Swamp and provide an update. .
3. Officer will assess the ACROD parking at RA Cooke Reserve and provide an update.
4. Officer to discuss the Gopher Service for waste management collection with the Waste Team and provide an update.
5. City Officer to clarify what 'in progress' means on Page 24 of the report,
6. The Presiding Member will provide further information on the KidSport Program applications process.

8 CITY UPDATES**8.1 Bayswater Bowling Club**

The City wishes to advise that the toilet facilities at Bayswater Bowling Club have recently been upgraded for accessibility.

8.2 Houghton Park Pavilion

An update was provided on the proposed upgrade to the access ramp at the Houghton Park Pavilion. There is currently a step-up at the front double doors at Houghton Park Pavilion which will be replaced with an access ramp in February or March 2025 when usage is at its lowest.

9 GENERAL BUSINESS**9.1 Life Skills Course**

Council approved a fee waiver earlier in the year for the Multicultural Services Centre to run a life skills course at Morley Sport and Recreation for people with disabilities. There were several participants over the 10-week program. The participants graduated last Friday and they are keen to be involved in such programs in the future.

9.2 Access and Inclusion Strategy

Action: Officer to amend the headings for Strategy 1.2 so that they are consistent throughout the Strategy.

10 NEXT MEETING

The next meeting of the Disability Advisory Group will be held at 6.00pm on Wednesday, 17 October 2024.

11 CLOSURE

There being no further business to discuss, the Presiding Member, Cr Latter, declared the meeting closed at 7:20pm.