

Minutes

Inclusive Bayswater Advisory Group

Tuesday 12 May 2026

The minutes were accepted at the Inclusive Bayswater Advisory Group held on _____

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1 OFFICIAL OPENING

The Chairperson, Cr Cale Black, declared the meeting open at 4:34pm.

2 ACKNOWLEDGEMENT OF COUNTRY

The Chairperson, Cr Cale Black, delivered the Acknowledgement of Country.

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 Cale Black	Chairperson
Cr Nat Latter	Deputy Chairperson
Chui Lin Chong	
Angela Le	
Don Saw (via electronic means)	
Kirsty Wilde	

Officers

Timothy Dawson	Acting Manager Community Planning
Amy Tolley	Community Strategy and Programs Manager
Laura Bullock	Community Development Officer
Manon Arnold	Executive Assistant Community Services

Apologies

Ryan Hall	Director Community Services
Fiorda Kule	
Avery Wright	

4 DISCLOSURE OF INTEREST SUMMARY

Nil.

5 TERMS OF REFERENCE

Purpose

The purpose of the Inclusive Bayswater Advisory Group is to provide Council with advice and guidance on fostering a welcoming, equitable and accessible community for all residents. The Group will support initiatives that promote equality and equal opportunity for people with a disability, people from culturally and linguistically diverse backgrounds, people who identify as LGBTQIA+, youth and older people.

By engaging with key community stakeholders, the Group will help identify and address barriers that may prevent equitable participation in the City's services, facilities and programs. It will contribute perspectives across a broad range of demographics to ensure that policies, initiatives and infrastructure reflect the diverse needs and experiences of the community.

Through its work, the Inclusive Bayswater Advisory Group will strengthen the City's commitment to inclusivity, social wellbeing and active participation, helping to shape a city that is accessible, connected and welcoming to all.

Membership

Two Elected Members as appointed by Council.

Up to eight community representatives, who reside in the City of Bayswater, or represent a service provider or organisation within the City of Bayswater and meet one or more of the following criteria:

- 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.
- Identify as LGBTQIA+; or be able to contribute expertise or advice on matters relating to LGBTQIA+.
- Identify as being from a culturally and linguistically diverse background or be able to contribute expertise or advice on matters relating to culturally and linguistically diverse backgrounds.
- Brings valuable lived experience as either a young person (aged 15–25) or an older community member (aged 55 and over), offering insights into the opportunities and challenges that these age groups face in accessing services, facilities and community life.

Community Members will be appointed and paid in accordance with the *Independent Advisory Group Member Policy*.

All Councillors are appointed as Deputies.

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 three times per year or as required, at the City of Bayswater Civic Centre.

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 Inclusive Bayswater Advisory Group held on Tuesday 10 March 2026 be accepted.

Kirsty Wilde Moved, Cr Nat Latter Seconded

CARRIED UNANIMOUSLY

7 ITEMS FOR DISCUSSION**7.1 Discussion – 2026–2027 Annual Corporate Business Planning**

The Group and City officers participated in a business planning discussion to identify key priorities that will guide delivery of *Inclusive Bayswater: Access and Inclusion Plan 2025–2030* (IBAIP) for the 2026/27 financial year.

The *Inclusive Bayswater: Access and Inclusion Plan 2026/27 Draft Implementation Plan* is provided in **Attachment 1** for reference.

Officers advised the Group that Business Planning is underway for the 2026/2027 financial year and asked the group to provide feedback on the Implementation Plan and actions.

Officers provided an overview of some projects currently in development:

Recite Me Website Application

‘Recite Me’ is a toolbar on the City of Bayswater website providing a range of accessibility tools, including translating content into 134 different languages and dictation. Officers advised the program is accessible on mobile devices and can also translate PDFs that come out of the website.

The Group asked if there are other Local Governments doing these kinds of programs. Officers advised that while the City of Bayswater is the only one in WA using this specific accessibility tool, Local Governments such as Gosnells, Joondalup and Fremantle use a different program.

Action 6.1.1: Officers to provide the group with an update on the City’s marketing and promotion initiatives to raise awareness of the ‘Recite Me’ resource. The group asked the

City to consider direct marketing to multi-cultural and disability organisations, translated promotional materials and community pop-up stalls to inform the community.

Action 6.1.2 Officers to provide the group with an update on 'Recite Me' reporting capabilities such as frequency of use and frequency of each language being used.

Sport4All Program

The City has partnered with Sport4All to support local clubs, community groups and sporting organisations to build their confidence and capability in delivering inclusive programs. The program will commence with a launch event on 10 June 2026.

Chairperson Cale Black declared an impartial interest as he had previously lobbied for Sport4All.

6.1.3 Action: Invitation to the Sport4All launch event to be sent to advisory group members.

Hidden Disabilities

The City is delivering a program called 'Hidden Disabilities'. The program is rolling out across the City and involves training for front-facing staff to support interactions with people with hidden disabilities. The program includes displaying the Hidden Disabilities signage on all City buildings so community members know the staff are trained to support them. The City is also investigating membership of the ACON Welcome Here project which involves displaying LGBTQIA+ inclusion stickers on City buildings.

The Group advised that that ACON are a national organisation and suggested the City also consider some local organisations to take part in the project. Kirsty Wilde suggested stickers that show inclusion and hidden disability are helpful and can show to different communities they are safe and be more visible to come and have their say.

Chui Lin Chong asked how these initiatives came about. Officers advised they review the actions in the Inclusive Bayswater: Access and Inclusion Plan 2025 – 2030 and identify projects to meet these actions in consultation with Advisory Groups.

6.1.4 Action: City to investigate local organisations that supply LGBTQIA+ inclusion programs

Officers asked the Group to look at how the City celebrates and recognises inclusion and diversity and provide feedback on opportunities for improvement. For example, Citizenship Ceremonies, Harmony Week, International Day Against LGBTQIA+ Discrimination, PRIDEFest, and the International Day of People with Disability. Chairperson Cale Black suggested the group go over the IBAIP Implementation Actions 2026/27 to provide the group with an opportunity to provide feedback on each.

Chui Lin Chong asked about staff recruitment actions, if the City had a certain quota to meet. Cr Nat Latter advised there was a discussion on recruitment during the Disability Advisory Group (DAG) last year. Officers advised the City is working to remove barriers to recruitment.

Cr Cale Black spoke on ***Outcome 1.1a a. Continue to promote information and provide community upskiller programs for sporting clubs and community groups including information on how to make services and events more accessible and inclusive.*** He advised

he is noticing a change and promotion within the culture of the sporting clubs who are now focusing on mental health and Pride.

Cr Cale Black mentioned **Outcome 1.3.a Embed information to improve access and inclusion into City documentation including grants, donations, sponsorships, services and events Improve availability of accessible features at events and services** and how this item was similar to break down barriers.

The group discussed **Outcome 1.4. Increase access and inclusion awareness with City engaged agents, contractors, local businesses and service providers, a. Promote where appropriate and maintain the City's assisted waste collection service to support the independence of eligible residents in their homes**

Cr Nat Latter asked if this information was provided to service providers as it is good for them to know for their clients.

Action 6.1.5: Officers to provide the Group's feedback on Assisted Waste Services to Waste Management and provide an update to the group on promotional campaigns.

Chui Lin Chong asked about **Outcome 1.1 Support the community to hold events that prioritise accessibility and inclusion throughout planning, design and delivery** and how community groups access these events. Officers advised the City organises upskilling workshops, including writing grant applications, and cultural awareness training.

Chui Lin Chong asked if there is an events checklist for clubs and community groups when applying for an event in the City of Bayswater. Officers advised event applicants are required to meet certain criteria for accessibility, waste items etc, The City's *Guide to Planning Accessible and Inclusive Events* was reviewed earlier this year, and is available on the City's website

Chui Lin Chong asked regarding **Outcome 1.2: Build partnerships and engage diverse community** if the City had a list of partnerships they engage with. Officers advised the City has a Community Directory and maintains internal stakeholder lists that include different service providers in the industry, that are located both within the City of Bayswater and outside of the City.

Cr Cale Black addressed **Outcome 2.1 Maintain and upgrade City buildings, facilities, and infrastructure to improve accessibility, inclusion and safety in all stages from planning to construction** stating that the City developing accessible design and inclusive play spaces are important. Cr Cale Black addressed **Outcome 2.4 Prioritise accessibility and inclusion of diverse groups in the planning, design and development of new City assets or features, a. Embed universal access considerations into the Project Management Framework, including procurement, approvals, and construction.** Continuing hardcopy printing for documents such as the Baysie Brief, is important for older residents.

Cr Nat Latter addressed **Outcome 2.1a Develop a checklist process for auditing the accessibility and inclusion of premises that officers can use as a guide** and suggested a checklist process to be shared with clubs and organisations to do their own audit.

Action 6.1.6 Officers to investigate creating an Accessibility Audit Kit of checklist templates to support clubs and community groups to conduct their own audits. Chui Lin Chong also asked about how people are to know which parks have accessibility, and if there is a map. the City's website lists all parks and reserves. Officers advised this is currently being reviewed as part of the City's accessibility audit. Chui Lin Chong suggested a scavenger hunt to map out the City

accessibility in parks could be an interesting and fun activity. Cr Cale Black suggested a map of public toilet with change tables could also be included. Officers advised there was an audit done previously for changing table facilities and these locations could be included.

Don Shaw asked about **Outcome 2.5b;c Improve accessibility and inclusion information about City buildings, facilities and venues; Enhance participation of people from culturally and linguistically diverse backgrounds and deaf/hard of hearing people by providing selected information in translated languages, Auslan and/or Easy English** and asked what has been done on the Easy English space. The City has created an Easy English version of the Access and Inclusion plan and continues to look at ways to provide information in suitable formats for deaf and linguistically diverse people. The City has an internal Inclusion and Diversity working group who are developing a landing page on the City's Intranet to build capacity in staff regarding Easy English, to create easy English documents.

Action 6.1.7 Officers to provide the Group with the Easy English version of the IBAIP

Angela Le asked about **Outcome 2.5b Improve accessibility and inclusion information about City buildings, facilities and venues;** and what improvements can be done to promotion of access and inclusion upgrades at the City.

Action 6.1.8 Officers to provide an update on the City's marketing and promotion approach to Accessibility upgrades to infrastructure.

Cr Cale Black referred to **Outcome 3.2c Promote and increase the use of inclusive language across the City's written, audio, visual and verbal communications; Ensure video content has captions and explore audio description and accompanying transcripts where possible** suggesting the City look at ways to increase engagement overall and assist people who are hard of hearing.

Chui Lin Chong asked if there is an expectation for Councillors to be more active on social media promoting these initiatives to the Community. Cr Nat Latter advised they can provide that feedback to other Councillors.

Angela Le said that opportunities to participate in programs and workshops can change throughout secondary and tertiary education and having that physical presence in high school may assist with these opportunities. Cr Cale Black asked if the City does any engagement with high schools. Officers advised that youth communications are shared with high schools, the City has an annual meeting with local principals, the City has a Youth Advisory Council (YAC) The YAC is currently working towards co-designing a youth initiative as part of their leadership skills program

Cr Cale Black advised that regarding **Outcome 7: Everyone has the same opportunities as other people to access inclusive employment at the City of Bayswater.** the City should continue to use multiple engagement methods for participation, that are inclusive of elderly and youth as well. Cr Nat Latter advised **Outcome 7: Everyone has the same opportunities as other people to access inclusive employment at the City of Bayswater** is an important space for the City to improve in, including finding ways to improve recruitment, including who sits on an interview panel is important, so they feel more comfortable through the process. Kirsty Wilde advised it would be helpful if the application form had a place to outline accessibility needs. Cr Nat Latter advised this may difficult because the City can't ask people those questions through recruitment, but if the City took steps for a diverse panel you could include from the front.

Cr Cale Black referred to ***Outcome 7.2 Review the accessibility, inclusivity and flexibility of recruitment and induction processes, and work practices for people with disability and people of all ages and backgrounds; Provide flexible working arrangements for staff where possible.*** To ensure a diverse employment pool the City should review how it can appeal to the public by providing these working conditions and facilitate people's needs. Chui Lin Chong asked if the City has a document on how to help people apply. Don Shaw asked if there are any barriers such as recognition of overseas qualifications, or limited English proficiency, would that be addressed during recruitment.

Action 6.1.9 Officers to provide the groups feedback on Outcome 7 to the People and Culture team and provide an update to the group at the next meeting.



Inclusive Bayswater: Access and Inclusion Plan 2025 - 2030

Implementation Plan 2026-2027

This Plan outlines our key priorities and the actions we will take to achieve them. A more detailed implementation plan supports this, setting out what needs to be done, who is responsible, and the timeframes for delivery. City staff and managers are accountable for meeting deadlines and ensuring progress is made.

Implementation is overseen by both an internal working group and an external advisory group made up of community representatives, which meets quarterly to review progress. Updates are also provided to the Executive Leadership Team on an annual basis.

The anticipated budget amounts are subject to further investigation, as the Implementation Plan is progressed. Each year, the anticipated budget will be reviewed and considered as part of the City's standard Council-led annual business planning and budgeting process. Major capital works projects identified in the Implementation Plan will be accordingly detailed in the long term financial plan (LTFP).

The community is kept informed through the City's Annual Report and other regular communications. Reporting to State Government agencies will occur as required. A full review of this Plan is scheduled for 2029.

Outcome 1: Everyone has the same opportunities as other people to access the services of, and any event organised by, the City of Bayswater.

Strategy	Actions
1.1. Support the community to hold events that prioritise accessibility and inclusion throughout planning, design and delivery	a. Continue to promote information and provide community upskiller programs for sporting clubs and community groups including information on how to make services and events more accessible and inclusive
	b. Raise awareness and understanding of people from different backgrounds by supporting external community events to celebrate significant days
	c. Raise awareness and understanding of people from different backgrounds by strengthening collaboration between City staff in supporting internal events and initiatives to celebrate significant days
	d. Develop the capacity and confidence of staff and community with ongoing training to support and deliver accessible and inclusive events, services and programs within the City of Bayswater
1.2. Build partnerships and engage diverse community	a. Provision and awareness of interpreting services such as Auslan and other languages on request at major City events and services

groups and organisations to facilitate and promote events more widely for increased participation	b. Identify, encourage and support LGBTQIA+, CaLD and disability community groups and organisations to apply for City grants and facilitate inclusive events for all
1.3. Improve availability of accessible features at events and services	a. Embed information to improve access and inclusion into City documentation including grants, donations, sponsorships, services and events
	b. Provide information about accessible parking, public transport, and alternative language and print formats where possible
	d. Provide sensory friendly activities and a quiet zone at selected City events where possible
	e. Transport needs and ease of access will be considered when planning events and delivery of services
1.4. Increase access and inclusion awareness with City engaged agents, contractors, local businesses and service providers	a. Promote where appropriate and maintain the City's assisted waste collection service to support the independence of eligible residents in their homes

Outcome 2: Everyone has the same opportunities as other people to access buildings and other facilities of the City of Bayswater.

Strategy	Actions
2.1. Maintain and upgrade City buildings, facilities, and infrastructure to improve accessibility, inclusion and safety in all stages from planning to construction	a. Develop a checklist process for auditing the accessibility and inclusion of premises that officers can use as a guide
	d. Continue to prioritise upgrades to City owned and managed accessible parking infrastructure to ensure all compliance with Australian Standards
2.3 Improve accessibility in natural recreational environments	a. Prioritise remedial works to improve accessibility and directional signage in natural recreational environments
2.4 Prioritise accessibility and inclusion of diverse groups in the planning, design and development of new City assets or features	a. Embed universal access considerations into the Project Management Framework, including procurement, approvals, and construction
	b. Review and update City documentation to ensure agents and contractors are aware of their access and inclusion responsibilities when providing contracts, service agreements, tenders, and decision-making frameworks
	d. Develop accessible design and inclusive play spaces where possible to support social development of people with a range of disability and diverse backgrounds
2.4 Prioritise accessibility and inclusion of diverse groups in the planning, design and development of new City assets or features	a. Embed universal access considerations into the Project Management Framework, including procurement, approvals, and construction
	b. Review and update City documentation to ensure agents and contractors are aware of their access and inclusion responsibilities when providing contracts, service agreements, tenders, and decision-making frameworks
	d. Develop accessible design and inclusive play spaces where possible to support social development of people with a range of disability and diverse backgrounds
2.5 Improve accessibility and inclusion information about City buildings, facilities and venues	b. Promote access and inclusion upgrades and developments through the City's social media, newsletter and media releases
	c. Enhance participation of people from culturally and linguistically diverse backgrounds and deaf/hard of hearing people by providing selected information in translated languages, Auslan and/or Easy English
	d. Identify accessibility features of City buildings, facilities and parks, and publish on the City's website

	e. Investigate the display of significant symbols and visual cues on City buildings and facilities that promote an inclusive and safe space such as a rainbow flag symbol, Aboriginal and Torres Strait Islander flag symbols and assistance dog symbol
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Outcome 3: Everyone receives 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.

Strategy	Actions
3.1. Utilise a diverse range of promotion methods to inform community members about City programs, events and processes	a. Showcase the City's Access and Inclusion Plan achievements using a range of communication methods, including video, graphics, and hard copy formats in large print and/or Easy English where possible b. Promote availability of Auslan and other language interpreters for City services and for communicating with the City where available c. Identify target groups, stakeholders and locations across disability, CaLD and LGBTQIA+ backgrounds to aide effective promotion and engagement
3.2. Promote and increase the use of inclusive language across the City's written, audio, visual and verbal communications	b. Explore use of image descriptions to images used on social media and in public documents c. Ensure video content has captions and explore audio description and accompanying transcripts where possible d. Explore opportunities to introduce Auslan resources and information on the City's website and communications
3.3. Improve accessibility of, and access to, information about City documents and processes via alternative formats, language translations and support options	b. Provide information in accessible and inclusive formats on request such as Easy English, audio, Auslan, and other languages
3.4. Increase staff capacity to develop accessible and inclusive written and visual content on City communication platforms	a. Explore opportunities to build capacity in staff to develop Easy English documents and organise Auslan and other language interpreters
3.5. Review the accessibility of information in digital formats	a. Continue to improve accessibility of the City's website in line with industry standards b. Review the City's internal platforms such as Baynet, Litmos, and employee induction documents (e.g. subtitles and transcript for all videos)

Outcome 4: Everyone receives 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.

Strategy	Actions
4.1. Build access and inclusion confidence and awareness of diverse needs and barriers to enhance staff and community capacity	a. Participate in the WA Local Government Access and Inclusion Officer Network to build and maintain relationships, and partake in access and inclusion knowledge sharing and learning opportunities
	b. Regularly provide role-specific training for staff on social inclusion, diversity, mental health, and disability awareness, using specialist providers
	c. Regularly hold Customer Service Charter staff training, focusing on how to use the National Relay Service, the Translating and Interpreting Service, and ways to support people of all backgrounds and people with disability to provide feedback
	d. Explore the instatement of Access and Inclusion Champions among senior leaders, who are responsible for driving outcomes and visibly driving inclusion at the City
4.2. Promote the City's commitment to access and inclusion in the Customer Service Charter	a. Provide and promote a range of options for community members to connect and communicate with the City
4.3. Promote inclusion across the City with no tolerance for discrimination or hateful speech	a. Share the City's inclusivity statement at City events, services, venues, public consultation projects, and digital platforms such as City websites

**Outcome 5: Everyone has the same opportunities as other people to make complaints to the City of Bayswater.**

Strategy	Actions
5.1. Continue to identify opportunities to improve the accessibility of City feedback and complaints processes	a. Review the City's complaints and feedback procedures for accessibility

Outcome 6: Everyone has the same opportunities as other people to participate in any public consultation by the City of Bayswater.

Strategy	Actions
6.1. Prioritise access and inclusion in the planning, design and delivery of public consultation	a. Embed access and inclusion in community engagement planning process
	b. Provide guidance and resources to support internal staff and external agents and contractors to facilitate accessible and inclusive consultations through the review and promotion of the 'Guide to Accessible Events and Services'
	c. Promote the availability of alternative formats in public consultation
6.2. Explore consultation methods to encourage participation by all	a. Continue to use multiple engagement methods to encourage participation

Outcome 7: Everyone has the same opportunities as other people to access inclusive employment at the City of Bayswater.

Strategy	Actions
7.1. Explore ways to increase employment opportunities for people with disability and people from diverse backgrounds within the City	a. Promote employment opportunities widely, in a range of formats and through Disability Employment Services and disability networks b. Increase the representation of people with and without disabilities from diverse backgrounds through employment, placement opportunities, or mentoring c. Promote and engage services with businesses owned by people with disability, Aboriginal and Torres Strait Islander peoples, people from diverse backgrounds and people of all ages where possible
7.2. Review the accessibility, inclusivity and flexibility of recruitment and induction processes, and work practices for people with disability and people of all ages and backgrounds	a. Improve induction and onboarding process to be more accessible and inclusive b. Continue reviewing and refining workplace design and ergonomics to enable reasonable adjustments for staff with disability c. Provide information in recruitment materials and advertisements to encourage applications from people with disability, Aboriginal and Torres Strait Islander peoples, people from diverse backgrounds and people of all ages d. Provide flexible working arrangements for staff where possible e. Seek feedback from employees with disability and people from diverse backgrounds about their experiences working for the City
7.3. Foster a workplace culture that embraces diversity, equity, inclusion and belonging for all people	a. Upskill managers and supervisors in fostering accessible and inclusive workplaces, including providing information on third party support and funding such as Employee Assistance Funding
	b. Continue to review accessibility of all venues used for recruitment and employment
	c. Continue the City's membership with peak bodies for access and inclusion to build on disability and diversity inclusion goals and confidence

7.2 Inclusive Bayswater: Access and Inclusion Plan 2025 – 2030 Information Update Report

An information update report is provided in **Attachment 2** for members' review and noting.

Cr Cale Black requested an update on Youth week and provide to the Group what was done during the week, attendance numbers and so forth.

Action Item 6.2.1 Officers to provide an update on Youth Week at the next meeting.



City of Bayswater Inclusive Bayswater Advisory Group Inclusive Bayswater: Access and Inclusion Plan 2025 – 2030 INFORMATION UPDATE REPORT: JANUARY 2026 – APRIL 2026	
AUTHOR	Manager Community Planning
BRANCH	Community Strategy and Programs
STRATEGY	1.1 Increase access and inclusion awareness with City engaged agents, contractors, local businesses and service providers
ACTION	(b) Raise awareness and understanding of people from different backgrounds by supporting external community events to celebrate significant days
DELIVERABLE	☒ 2025/26
INFORMATION	<u>Harmony Week</u> The City celebrated its multicultural community with a program of free Community activities for all ages. <u>Harmony Week Community Lunch</u> On Wednesday 18 March, over 100 community members visited the Civic Centre for a pizza-making demonstration and lunch, followed by a traditional Chinese dance performance from Chung Wah Association and a vocal performance from Italian migrant choir, InCasa Choir. The <i>InCasa Choir</i> is an Italian migrant choir based in Fremantle, led by Dr Simone Marino from Edith Cowan University. Dr Marino researches ageing and dementia and develops music engagement programs for migrants, using culturally meaningful songs and storytelling to support wellbeing, social connection, identity, and dignity in later life. The Chung Wah Association is Western Australia's oldest and largest Chinese community organisation. It was established to support the welfare of Chinese migrants, promote Chinese culture and language, and strengthen connections with the broader community. <u>Ramadan Storytime with Amran Abdi</u> On Thursday 19th March author Amran Abid presented an engaging interactive storytelling session based on her newest children's book, <i>Samira's Samboos</i> - a heart-warming story about a little girl who thinks Ramadan is all about eating samboos, only to discover its deeper meaning.

Intergenerational Taiko Drumming Workshop

On Thursday 19 March, all ages enjoyed hands on intergenerational drumming workshop delivered by Japanese drumming group Taiko-On at The RISE.



Image 1: InCasa Choir singing together.



Image 2: Traditional Chinese dance performance from Chung Wah Association.



City of Bayswater Inclusive Bayswater Advisory Group Inclusive Bayswater: Access and Inclusion Plan 2025 – 2030 INFORMATION UPDATE REPORT: JANUARY 2026 – APRIL 2026	
AUTHOR	Manager People, Culture and Safety
BRANCH	People, Culture and Safety
STRATEGY	1.1 Increase access and inclusion awareness with City engaged agents, contractors, local businesses and service providers
ACTION	(c) Raise awareness and understanding of people from different backgrounds by strengthening collaboration between City staff in supporting internal events and initiatives to celebrate significant days
DELIVERABLE	☒ 2025/26
INFORMATION	<u>Workforce Diversity and Inclusion Plan</u> The City's Workforce Diversity and Inclusion Plan (WDIP) aligning with the City's new Inclusive Bayswater: Access and Inclusion Plan 2025–2030, has been finalised and endorsed. The WDIP reflects the City's commitment to fostering an equitable workforce that reflects a diverse community.



City of Bayswater Inclusive Bayswater Advisory Group Inclusive Bayswater: Access and Inclusion Plan 2025 – 2030 INFORMATION UPDATE REPORT: JANUARY 2026 – APRIL 2026	
AUTHOR	Manager People, Culture and Safety
BRANCH	People, Culture and Safety
STRATEGY	1.1 Increase access and inclusion awareness with City engaged agents, contractors, local businesses and service providers
ACTION	(c) Raise awareness and understanding of people from different backgrounds by strengthening collaboration between City staff in supporting internal events and initiatives to celebrate significant days
DELIVERABLE	☒ 2025/26
INFORMATION	<u>International Women's Day</u> The People, Culture and Safety team held an internal event in March to celebrate International Women's Day. The City promoted the significant day on internal communications platforms such as Baynet to celebrate the women in our workplace and community.



City of Bayswater Inclusive Bayswater Advisory Group Inclusive Bayswater: Access and Inclusion Plan 2025 – 2030 INFORMATION UPDATE REPORT: JANUARY 2026 – APRIL 2026	
AUTHOR	Manager Community Planning
BRANCH	Community Strategy and Programs
STRATEGY	3.3 Improve accessibility of, and access to, information about City documents and processes via alternative formats, language translations and support options
ACTION	(a) Provide the City's Access and Inclusion Plan in Easy English to encourage the participation of people with disability, people from diverse backgrounds or with low literacy
DELIVERABLE	☒ 2025/26
INFORMATION	<u>Design of Inclusive Bayswater: Access and Inclusion Plan</u> The City developed its new Inclusive Bayswater: Access and Inclusion Plan in both a standard corporate and Easy Read version. Both versions of the Plan are currently being designed by Blend Creative in collaboration with the City's Communications team to ensure accessibility and readability for a wide range of disabilities. It is estimated for completion in mid-May 2026 and will go to print once approved. The designs feature written image descriptions for all images, information about translation services written in four alternative languages, and the City's new Inclusivity Statement. Having an accessibly designed Easy Read Access and Inclusion Plan will encourage and enable the participation of people with disability, people from diverse backgrounds or with low literacy.

City of
Bayswater

Inclusive Bayswater

Access and Inclusion Plan



2025 — 2030

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Image 1: Draft standard version cover page.

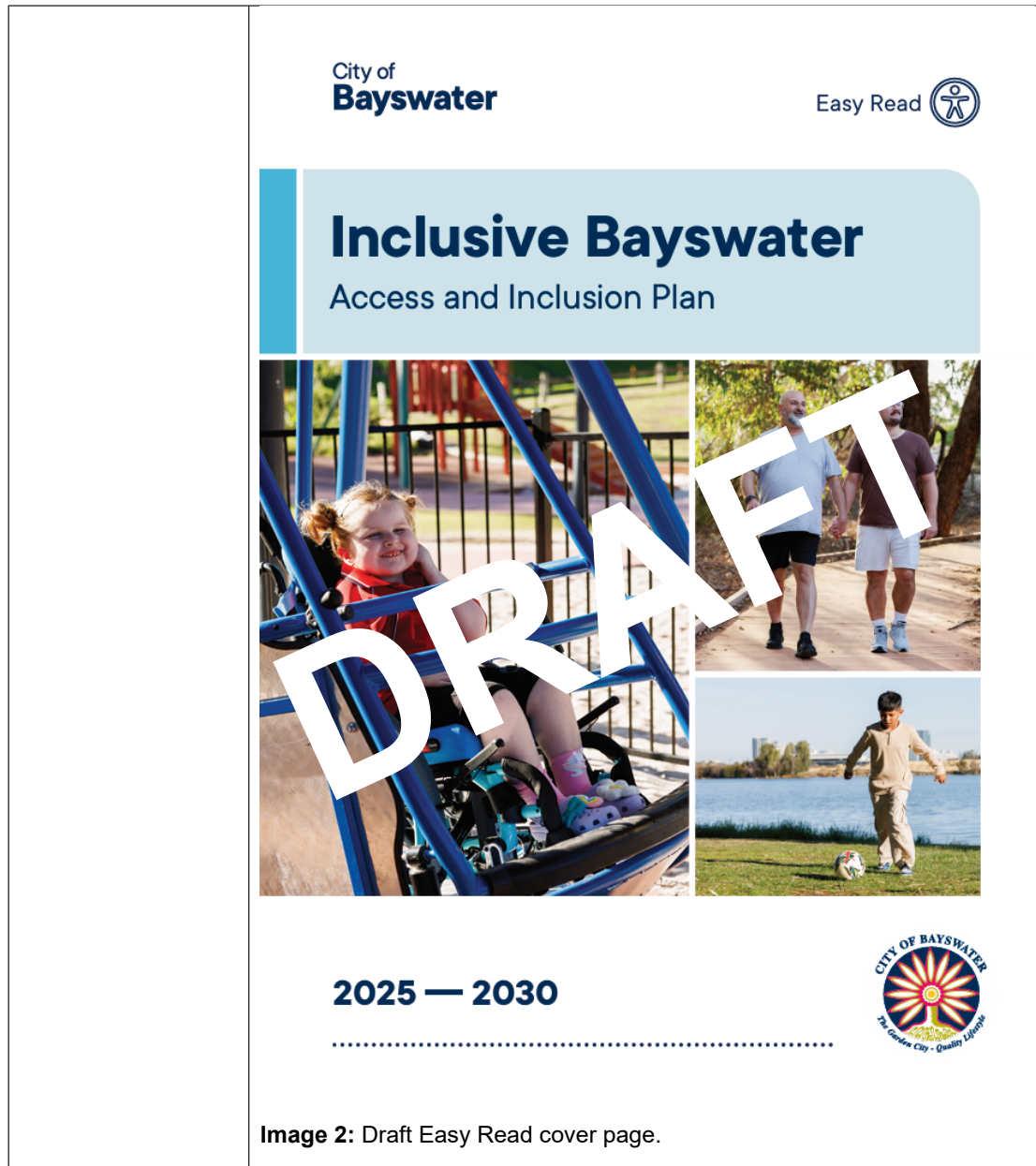


Image 2: Draft Easy Read cover page.



City of Bayswater Inclusive Bayswater Advisory Group Inclusive Bayswater: Access and Inclusion Plan 2025 – 2030 INFORMATION UPDATE REPORT: JANUARY 2026 – APRIL 2026	
AUTHOR	Manager People, Culture and Safety
BRANCH	People, Culture and Safety
STRATEGY	3.4 Increase staff capacity to develop accessible and inclusive written and visual content on City communications platforms
ACTION	(b) Explore opportunities to build capacity in staff to develop Easy English documents and organise Auslan and other language interpreters
DELIVERABLE	☒ 2025/26
INFORMATION	<u>Inclusive documents and Baynet review</u> The City's intra-net has been reviewed and updated to include practical guides on inclusive language and management practices, information about the Access and Inclusion Plan, and resources to support inclusion across key community groups. These resources will provide staff with the knowledge, tools, and confidence to embed inclusive practices in their everyday work and interactions.



City of Bayswater Inclusive Bayswater Advisory Group Inclusive Bayswater: Access and Inclusion Plan 2025 – 2030 INFORMATION UPDATE REPORT: JANUARY 2026 – APRIL 2026	
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	(a) Promote employment opportunities widely, in a range of formats and through Disability Employment Services and disability networks
DELIVERABLE	☒ 2025/26
INFORMATION	<u>Promotion of City employment opportunities</u> City employment opportunities are promoted through a range of accessible channels beyond traditional recruitment methods, helping to reach a broader and more diverse group of candidates. This approach supports greater inclusion by creating more equitable pathways for community members to learn about and apply for roles with the City. <u>Inclusive updates to induction and onboarding</u> The onboarding diversity questionnaire has been reviewed and updated in line with current terminology. <u>Curtin Careers Fair</u> People, Culture and Safety staff hosted a stall at the Curtin University Careers Fair on Friday 6 March 2026. Representation at Curtin Careers Fair increased City visibility in the youth and student market. The City has also developed an expression of interest for students for potential future positions/internships at the City.



Image 1: Staff and attendees at the City's stall at the Curtin Careers Fair.

City of Bayswater Inclusive Bayswater Advisory Group Inclusive Bayswater: Access and Inclusion Plan 2025 – 2030 INFORMATION UPDATE REPORT: JANUARY 2026 – APRIL 2026	
AUTHOR	Manager Community Planning
BRANCH	Community Strategy and Programs
STRATEGY	1.1 Increase access and inclusion awareness with City engaged agents, contractors, local businesses and service providers
ACTION	Raise awareness and understanding of people from different backgrounds by strengthening collaboration between City staff in supporting internal events and initiatives to celebrate significant days
DELIVERABLE	☒ 2025/26
INFORMATION	<u>Partnership with Chung Wah Community Care</u> The City's ongoing partnership with Chung Wah Community Care's Evergreen College continues to grow with the program successfully relocating to the Bayswater Drill Hall. The programs Monday sessions have so far reached 336 culturally and linguistically diverse (CaLD) participants. Attendance was predominantly seniors aged over 55, with most participants speaking Cantonese or Mandarin, highlighting the program's strong connection with local CaLD communities. To further support participants, an Advocacy Corner has been introduced to provide guidance on aged care and help connect people with social support services 

Image 1. Evergreen College launch event at the Bayswater Drill Hall



Image 2. Evergreen College attendees participating a Chair Yoga Class



City of Bayswater Inclusive Bayswater Advisory Group Inclusive Bayswater: Access and Inclusion Plan 2025 – 2030 INFORMATION UPDATE REPORT: JANUARY 2026 – APRIL 2026	
AUTHOR	Manager People, Culture and Safety
BRANCH	People, Culture and Safety
STRATEGY	7.3 Foster a workplace culture that embraces diversity, equity, inclusion and belonging for all people
ACTION	(c) Continue the City's membership with peak bodies for access and inclusion to build on disability and diversity inclusion goals and confidence
DELIVERABLE	☒ 2025/26
INFORMATION	<u>Memberships – DCA and Hidden Disabilities Sunflower.</u> The City has recently begun a membership of Hidden Disabilities Sunflower initiative with the program due to be rolled out in May 2026. The Hidden Disabilities Sunflower is a global initiative that helps people with non-visible disabilities discreetly signal that they may need additional support, understanding, or time in public spaces. This is done through the use of a simple sunflower symbol, such as a lanyard, pin, or wristband, which can be voluntarily worn to alert staff in workplaces, services, and community settings that a person may benefit from extra assistance. By joining the Hidden Disabilities Sunflower program as a member, the City will be able to deliver staff awareness training to frontline teams, building confidence and capability in supporting people with non-visible disabilities. The rollout will include sunflower lanyards and other items for community members and staff supporters across nine City facilities, alongside visible signage, posters, and shopfront stickers. The program will also include an evaluation component to measure its impact, helping to promote greater inclusion, accessibility, and understanding across the community.



Image 1: "Proud to support the Sunflower" logo from Hidden Disabilities.



City of Bayswater Inclusive Bayswater Advisory Group Inclusive Bayswater: Access and Inclusion Plan 2025 – 2030 INFORMATION UPDATE REPORT: JANUARY 2026 – APRIL 2026	
AUTHOR	Manager Community Planning
BRANCH	Community Strategy and Programs
STRATEGY	1.1 Increase access and inclusion awareness with City engaged agents, contractors, local businesses and service providers
ACTION	(c) Raise awareness and understanding of people from different backgrounds by strengthening collaboration between City staff in supporting internal events and initiatives to celebrate significant days
DELIVERABLE	☒ 2025/26
INFORMATION	<u>Rainbow Storytime</u> The City delivered two inclusive and engaging early years programs celebrating diversity and community connection. On 26 February 2026, Morley Library hosted <i>Rainbow Storytime Playgroups with Pride</i>, where Joanne Boyling shared stories and provided information about local playgroup opportunities for rainbow families. This was followed by a lively <i>Rainbow Storytime</i> session at Bayswater Library on 14 March 2026, featuring a fun, interactive musical performance by <i>Rockin' Bops</i>, creating a welcoming space for families to connect, sing, and celebrate inclusion together.



Image 1. Rainbow Storytime with Playgroups with Pride



Image 2. Rainbow Storytime with Rockin' Bops

8 NEXT MEETING

The next meeting of the Inclusive Bayswater Advisory Group will take place in the Committee Room, City of Bayswater Civic Centre, 61 Broun Avenue, Morley, on Tuesday 8 September commencing at 4:30pm

9 CLOSURE

There being no further business to discuss, Chairperson Cr Cale Black declared the meeting closed at 5:59pm.