

Minutes

Inclusion and Diversity Advisory Group

Thursday 17 April 2025

The minutes were accepted at the Inclusion and Diversity Advisory Group held on _____.

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1 OPENING AND ACKNOWLEDGEMENT OF COUNTRY

The Presiding Member, Cr Nat Latter, declared the meeting open at 6.31pm and acknowledged the Traditional Custodians of the Lands, the Whadjuk people of the Noongar Nation, and paid requests 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.

2 ATTENDANCE

Members

Cr Nat Latter	Presiding Member
Cr Elli Petersen-Pik	Deputy Mayor
Fiorda Kule	
Shaun McKenzie	

Officers

Bianca Sandri	Director Community Services
Helen Smith	Manager Community Development
Amy Tolley	Acting Coordinator Age Friendly & Volunteer Programs & Community Development
Laura Bullock	Community Development Officer
Katrina Pantelis	Executive Assistant Community Services
Catherine Halsall	Manager Communications, Engagement & Customer Relations
Kirsten Hyam	Senior Communications Officer

Leave of Absence

Nil.

Apologies

Danuta Palysz
Colleen Harris
Kate Lilly
Linda Vetoer
Sarah Wiley

3 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.

4 TERMS OF REFERENCE

Purpose

The purpose of the Inclusion and Diversity Advisory Group is to focus on promoting equality and equal opportunity for people from culturally and linguistically diverse backgrounds and people who identify as LGBTQIA+ accessing and utilising the City's services and programs.

Membership

Two Elected Members as appointed by Council.

Three staff members, including the Director Community Services, Manager Community Development and Coordinator Community Development.

Up to 10 Community Members, who will be selected by the Elected Members and Staff Members who are members of the group.

Community members must 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:

- 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.

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.

5 CONFIRMATION OF MINUTES

The Minutes of the Inclusion and Diversity Advisory Group held on 16 January 2025 be accepted.

Fiorda Kule Moved, Shaun McKenzie Seconded

CARRIED UNANIMOUSLY

6 ITEMS FOR DISCUSSION

Accessible and Inclusive Communications and Engagement

At the Inclusion and Diversity Advisory Group meeting held 10 October 2024 it was recorded in the Minutes as follows:

8.4 Inclusion and Diversity - City Practices Kate Lilly was keen to ensure that the City was meeting its obligations in relation to diversity training for officers, including imagery, customer service dialogues and communicating with vulnerable persons. Officer advised that the City provides training in a wide range of areas including inclusion and diversity, which is also reflected in the City's Style Guide. There was positive feedback from the group on the recent Bayswater Brief.

Accordingly, the City's Manager Communications, Engagement and Customer Relations Catherine Halsall and Senior Communications Officer Kirsten Hyam attended and presented to the group on accessible and inclusive communications and engagement.

Discussion

- Difficulties navigating the City's website. Customer Roadmap being developed which centres on customer engagement.
- Members cited concerns that diverse images, same sex couples did not appear on the City's marketing.

Action

- The City is to engage with the group and diverse community to seek diverse photo opportunities of LGBTQIA+ couples for the City to use in promotional, communications and marketing purposes.
- PowerPoint presentation to be circulated to all members.

6.1 Draft Access and Inclusion Plan - Feedback and Discussion

The draft Access and Inclusion Plan 2025 – 2029 and summary was circulated and discussed.

- The key items from the CALD community feedback were used to draft Access and Inclusion Plan 2025 -2029. Engagement with local businesses around supporting and providing safer spaces for LGBTQIA+ community members was not undertaken, as this aspect fell outside the defined scope of the AIP.
- The draft Access and Inclusion Plan was published on Engage Bayswater on 16 April 2025 and the respective Disability and Inclusion and Diversity Advisory Groups were emailed on 17 April 2025.
- Deadline for comments and feedback on the draft Access and Inclusion Plan is 21 May 2025.

Data for the plan was collected using surveys, workshops and engagement activities. Four workshops were held in February 2025 and facilitated by a professional with a lived experience consultant.

Discussion

- Feedback was provided regarding the Facilitator presenting the *Culturally and Linguistically Diverse* workshop. It was felt that the City Officers will contact CALD community workshop participants to seek any additional feedback given the concerns raised regarding the facilitator. The City will reconsider its facilitators moving forward.
- Engagement with LGBTQIA+ community regarding safe spaces and the Economic Development Strategy.

Action

- The draft AIP to be provided to committee members not in attendance at the meeting.
- The City will consider a request for publication of the feedback data emanating from the Access and Inclusion Plan formulation.
- The City will contact individual CALD workshop attendees.

6.2 Inclusivity Statement for City of Bayswater Community Grants

Feedback is requested on the following draft inclusivity statement to be added to documents for the Community Events Grant, Better Bayswater Grant and Donations.

The City of Bayswater is committed to providing an inclusive, safe and respectful organisation and work environment, free from harassment and discrimination including racism, homophobia and ableism. We recognise the impacts of inequity and discrimination and strive to remove the barriers these create.

We celebrate diversity as a strength within our community. Supporting diversity and operating in an inclusive and respectful manner is central to our values and principles of providing safe, accessible and welcoming services and facilities for the community. We encourage grant applicants to prioritise access and inclusion in their projects, events and initiatives.

The City is committed to fostering an inclusive and welcoming environment for all applicants and will encourage all persons from diverse backgrounds to apply with the aim that applicants will feel supported and respected throughout the application process.

Action

The City to consider whether the word *transphobia* should be included in the Inclusivity Statement for the City of Bayswater.

6.3 Information Update Report

An update was provided by the Manager Community Development on events including the Multicultural Communications Summit, Harmony Week 2025 and libraries offering including English Conversation Groups, Rainbow story times, Sensory Storytimes and Auslan – interpreted Santa Storytimes. All offerings were well received.

Discussion

- Status of Drag Queen story time. Members and the Director Community Services outlined that the security and safety of City officers was becoming a significant risk hence Rainbow story time was seen as an appropriate alternative.
- Success of Sensory and Rainbow story times.
- Noted that children attending sensory story times were being overwhelmed by groups attending from a previous session.
- The City's Community Development Officer – Cultural Arts commenced in February 2025 and has made significant progress in assessing the status and requirements of the City's Art Collection and management of its cultural arts assets.

Action

- Sensory and Rainbow story times be tried at different libraries and times (Rainbow and Sensory) to allow those attending sensory story times were not overwhelmed by groups attending from a previous session.
- Invite Coordinator Arts and Events to attend next meeting of the Inclusion and Diversity Advisory Group to discuss approach to Arts and Events in the City.

7 GENERAL BUSINESS

A member noted the upcoming LGBTQIA+ Conference being held by Umbrella on 11 June 2025 addressing gaps in statistics and older unseen LGBTQIA+ community members.

8 NEXT MEETING

The next meeting of the Inclusion and Diversity Advisory Group will take place in the Committee Room, 61 Broun Avenue, Morley, on 17 July 2025 commencing at 6:30 pm

9 CLOSURE

There being no further business to discuss, the Presiding Member, Cr Nat Latter, declared the meeting closed at 7:55pm.