



## Meeting Minutes

<b>Meeting Date</b>	12 July 2022	<b>Time</b>	11am – 1pm
<b>Meeting Venue</b>	Library Auditorium, 573 Hay Street, Perth		
<b>Meeting Title</b>	Access and Inclusion Advisory Group		
<b>Chairperson</b>	City of Perth Representative		
<b>Minute Taker</b>	City of Perth Representative		
<b>Attendees</b>	<b>Access and Inclusion Advisory Group Members</b>  Helen Berry Ben Cox Emma Kenton Glennys Marsdon (Phone) Melissa Northcott Stuart Jenkinson  <b>City of Perth Administration</b>  City of Perth Representatives  <b>Presenters</b>  City of Perth Representatives  <b>Interpreters</b> Not required.  <b>Observers</b> No observers.		
<b>Apologies</b>	Bradley Bishop, AIAG Member		

Gareth Goodway, AIAG Member

Nobuo Hara, AIAG Member

Gwen Nankivell, AIAG Member

Cara Philpott, AIAG Member

Kyle Santella, AIAG Member

Richard Struik, AIAG Member from Department of Communities

David Vosnacos, AIAG Member

## Agenda Items

### **1. Meeting welcome.**

Members were welcomed and Community Services Lead conducted an Acknowledgement of Country.

Attendees agreed to the meeting being recorded and advised this would be for internal purposes only.

All attendees carried out round table introductions.

### **2. Confirmation of Minutes from 11 January 2022 and 11 May 2022**

Meeting minutes from 11 January and 11 May 2022 were confirmed by AIAG members Stuart, Melissa, Emma and Ben.

### **3. Actions from Previous Meeting**

All members were provided a copy of the outstanding actions list and the updates were shared. The AIAG members were satisfied with the actions completed with minor follow up items for the City below:

#### **Action 3.1:**

November minutes outstanding action item: Wellington Square.

1. Provide feedback to the Transport and Urban Design team, the AIAG stated they were not consulted on the equipment that was installed and provide clarification regarding the access area to the basket swing.
2. Transport and Urban Design team to report back to the AIAG on the Australian Standard compliance for the depth of the rubber soft fall. Address the concern of the slip falling away too quickly with additional mulch maintained at the site.
3. Transport and Urban Design team to continue to update the AIAG with Braille signage updates.

### **4. Perth City Deal – Perth Greater CBD Transport Plan**

Presenters: City Representatives, Infrastructure and Operations.

The presentation introduced the Perth Greater CBD Transport Plan and the five projects including the Northbridge Laneways Upgrade, Kings Park Shared Path, Wittenoom Street Bike Lanes, Wellington Street, RAC Arena Bike Lane Upgrade and Spring Street. It is a partnership between the Federal, State and Local Government to deliver over 1.7 billion dollars' worth of infrastructure investment into Perth CBD. The

Department of Transport are the City's State partner and the project objectives are set and led by them. The City is the delivery partner, producing the design and allocating the budget to complete the projects. The Trinity Foreshore Upgrade Project was recently completed with a ribbon cutting ceremony held on the 11 July. This is the first inner-city Perth City Deal Project that has been completed. An accessibility highlight to note, it is one of the only sites in the City that has wheelchair accessible exercise equipment and the concrete slabs were extended longer for the tables to accommodate wheelchair accessibility.

**Action 4.1:**

Infrastructure and Operations to provide AIAG members the responses to the following queries:

1. Rest areas situated off the main path on Kings Park Road.
2. Ramping being at a 90-degree angle on Kings Park Road.
3. Additional secure bike rack installations (bike servicing stations).
4. Drainage issues associated with the bike lane works.

**Action 4.2:**

AIAG members requested a copy of the Perth City Deal presentation. City to send a copy with the minutes from the meeting.

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**5. Lunch**

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**6. City of Perth Library – DAIP Deliverables Update**

Presenter: City Representatives, Coordinator Library Precinct.

The presentation provided an update on the accessible and inclusive events, resources and services delivered by the Library and the AIAG members were engaged on how they can be better promoted. The members noted that people prefer to use their own devices to access the E-resources and the group navigated the Library website.

**Action 6.1:**

AIAG members requested a copy of the Library presentation including the links to the Library resources. City to send a copy of the presentation and library resources links with the minutes from the meeting.

**Action 6.2:**

City Library to ensure specific What's Available info is available on the Library webpage.

**Action 6.3:**

City Library to promote accessible services and resources via the Neighbourhood Group Facebook pages and social media. AIAG member Emma will connect the Library with advocates of accessibility resources, online radio DRM1 team in August. Emma suggested Library Services investigate social media to find other accounts to follow and share content when needed.

**Action 6.4:**

City Library to investigate the purchase of software to enable the Library Auditorium to facilitate Teams meetings. City to cast a vote with AIAG members to change the venue to Council House in the interim, to better accommodate Teams meetings until the Library acquires the Three Monkeys Software. This action is ongoing.

**7. Disability, Access, and Inclusion Plan Update**

Community Services Lead provided an update on the Disability, Access, and Inclusion Plan (DAIP) progress report 2021 – 2022.

**Action 7.1:**

AIAG members will be sent a copy of the presentation slides with the minutes.

**Action 7.2:**

City to confirm with AIAG members that only the DAIP training module via City Learn for staff is compulsory during the onboarding process and all staff are to complete a refresher annually. City Officers are encouraged to participate in additional DAIP training depending on their role. DAIP Action 4.1.1 is for the City to undertake an access and inclusion training needs assessment.

**Action 7.3:**

AIAG identified the training for hoteliers as a priority action and this is a Year 2 DAIP action to be completed in 2022/23. City to provide an update on the training progress for hoteliers at the next meeting.

**Action 7.4:**

City to update AIAG on the plans for International Day of People with Disability event 2022. Budget allocated for a staff event.

**8. General Business**

8.1: AIAG Nomination Process

The City will be seeking to recruit new Access and Inclusion Advisory Group Members and it was noted that some AIAG members terms ended in July 2022. The nomination process will be completed via Engage Perth with a new nomination page. The City will advise the group when this page is live and will be encouraged to promote the information to their networks. This process is underway with the Governance Business Unit.

### 8.2: AIAG Terms of Reference Update

The City is currently reviewing the Advisory Groups Terms of Reference. Part of the Terms of Reference process is to consult with the advisory group prior to Council endorsing the updated Terms of Reference. A copy of the draft document will be provided to the AIAG members.

### 8.3: Training for City Staff

The CityLearn DAIP module has recently been updated to include current information and a short survey for continuous improvement process. As part of the DAIP Implementation Plan for 2022/23, People and Culture will be engaging an access consultant to review this module.

The Department of Communities have funded free Disability Awareness and Inclusion Training sessions through Evolve WA's Empower Project. Customer facing staff and project officers from Customer Experience, Corporate Communications, Building and Infrastructure, Procurement (City Contractors), Activity Approvals, CityLearn, Library and Sponsorship have been encouraged to complete the training. AIAG members were invited to complete the training and provide feedback to the City.

The link for this training is:

<https://events.humanitix.com/disability-awareness-free-inclusion-training>

### **Action 8.3:**

City to provide a copy of the current CityLearn DAIP module training slides at the next meeting and again after the access consultant has provided the review for AIAG feedback.

**Action 8.4:**

AIAG member Glennys reported that the Strange Festival's ACROD indicator on the sites should have stated they were "accessible". The information was not clearly promoted. The City's Development Approvals Unit deal with external events. The AIAG member's Strange Festival ACROD Parking Feedback will be forwarded to the DAU.

**9. Close**

Meeting closed at 1.01pm.

**10. Next Meeting**

Tuesday 13 September 11am – 1pm, Council House, 9CR1 and via Teams.