

Meeting Minutes

Meeting Date	07/03/2023	Time	11am – 1pm
Meeting Venue	Council House – Derbarl Yerrigan Meeting Room 9CR1		
Meeting Name	Access and Inclusion Advisory Group		
Meeting Objective/s	To provide strategic guidance to the Administration and Council on Equity, Diversity and Inclusion matters such as the Disability, Access and Inclusion Plan (DAIP) 2021 - 2025.		
Chairperson	Alliance Manager Community Services		
Minute Taker	Project and Administration Support Officer		
Attendees	<p>Access and Inclusion Advisory Group members</p> <p>Ben Cox Bradley Bishop David Vosnacos Emma Kenton Gareth Goodway Glennys Marsdon Kyle Santella Stuart Jenkinson (Teams)</p> <p>City of Perth</p> <p>Alliance Manager Community Services Community Development Officer Project and Administration Support Officer Community Engagement Librarian</p>		
Apologies	<p>Access and Inclusion Advisory Group members</p> <p>Gwen Allpike Cara Philpott Helen Berry Melissa Northcott Nobuo Hara</p> <p>City of Perth</p> <p>General Manager Community Development</p>		

1. Meeting opened.

Meeting commenced at: 11.05am.

2. Acknowledgement of Country

Completed by Chair.

3. Attendance

Apologies were noted by the Chair.

4. Confirmation of Meeting Minutes

Meeting minutes from 8 November 2022 were adopted unanimously.

5. Deputation: Disability, Access and Inclusion Plan Presentations

Item 5.1

DAIP Outcome area 1: same opportunities to access services and events

Presentation: Book club for people living with Intellectual and Developmental Disabilities

Presented by: Community Engagement Librarian.

The City of Perth Library is commencing a Book Club for people living with Intellectual and Developmental Disabilities (IDD) as an affiliate member of the Next Chapter Book Club (NCBC). The Club also provides training to those running the Club.

A pilot will commence in May 2023 after an expression of interest (EOI) to understand the accessibility needs, such as large font text, audio description and Braille books. Book club members will receive a library bag and bookmark as well as copies of the book/audio resources that will be discussed at the book club.

Recommendations for suitable books will be sought from Westbooks and the Next Chapter Book Club. The aim of the book club is “Read to Learn not Learn to Read”.

Participants will be open to any person living with an Intellectual or Developmental Disability, not just those who are residents. Book clubs will have four to eight people (plus carers) meeting for around an hour each week.

Action: City of Perth to send Advisory Group members with EOI once developed so they can promote to their networks.

Item 5.2

DAIP Outcome area 6: People with disabilities have same opportunity to participate in public consultation

Presentation: Results of the 2022 Equity, Diversity and Inclusion survey

Presented by: Alliance Manager Community Services

The City conducted an Equity, Diversity and Inclusion (EDI) survey for staff and community members in November 2022. The key findings, opportunities and strengths were shared with the group. A comparison between the 2021 and 2022 survey revealed improved results across all questions (community and staff surveys).

The take-away from the surveys is that although the City has further opportunities to strengthen EDI outcomes, it is a confirmation that the City, as informed by the lived experience of the Advisory Group, is making positive progress for the community and staff.

A full report on the findings will be shared with the Advisory Group when available. It will also be promoted via the City's communication channels.

Action: The City to share the Equity, Diversity and Inclusion 2022 Survey report with Advisory Group members.

5.3 DAIP Outcome area 8: Develop an organisation that is passionate about access and inclusion

Presentation: Training to staff in equity, diversity and inclusion

Presented by: Alliance Manager Community Services.

The City wishes to provide targeted, transformational (as opposed to 'book learning') training to staff in 2023 that will make the biggest difference to the community. Advisory Group members were asked for their input, particularly regarding which functional areas to prioritise and if there were recommended training programs.

Discussion and recommendations from the Advisory Group members.

- *Identified the opportunity for decision makers, including Human Resources (HR) staff. An effective previous learning experience was when a couple of Advisory Group members shared what their working day would be like with HR staff, providing insight of employment challenges and opportunities for people with disability regarding considerations for lunch breaks, toilets, accessibility and start/finish times.*
- *Lived experience sharing could also be facilitated by arranging guest speakers and Advisory Group Members with specific representation/experience in particular focus areas e.g., Visibility shares experiences for events and marketing teams.*
- *The Group highlighted that training also occurs as a consequence of business units attending the Advisory Group meetings to seek consultation on their upcoming projects (e.g. events team).*
- *Members were encouraged to submit any other ideas for inclusion to PerthforPeople@cityofperth.wa.gov.au*

5.4 DAIP Progress report

Presented by: Alliance Manager Community Services

A full DAIP implementation Plan update was provided and discussed.

Actions:

- *The City to advise whether the tactile paving audit will include the Perth Cultural Centre or if this is not the City's asset.*
- *The City to check whether the Wellington Square Accessibility report was actioned or if recommendations from the report have transitioned into a workplan at the City*

6. Other Business

6.1 General Business - Items from the Advisory Group members (Round Table)

Item 6.1.1

The group discussed the new smart bus stops along Wellington Street, Perth. Upgraded features offer improved accessibility elements including LCD non-reflective screen, QR code for audio.

Item 6.1.2

A member advised the Accessible Viewing Area at the After Dark City of Light Show at Elizabeth Quay presented by Roy Hill, was not easily identifiable with adequate signage. Visibility from this area was reportedly impaired due to a big umbrella blocking the view.

Action: This feedback to be forwarded to the City's Events team.

Item 6.1.3

Two Advisory Group members (Glennys and Melissa) attended a meeting with the Ministers Office to discuss people with disability sitting on LGA councils.

6.2 General Business - Items from the City of Perth

Item 6.2.1

State Disability Strategy – Review of Disability Standards for Accessible Public Transport

A handout was distributed at the meeting and an email was forwarded to all members on 6 February 2023 regarding the release of the discussion paper for the National Disability Standards for Accessible Public Transport (Transport Standards).

<https://www.infrastructure.gov.au/have-your-say/2022-review-disability-standards-accessible-public-transport-2002>

Item 6.2.2

Quality Framework for the Disability Employment Services Program

<https://engage.dss.gov.au/a-draft-quality-framework-for-the-disability-employment-services-program/>

The City shared the discussion paper and the link to ‘Have Your Say’ on social media.

Item 6.1.4

National Disability Insurance Scheme (NDIS)

Following a discussion by local government officers at the industry’s WA Access and Inclusion Network Group meeting last week, Advisory Group members were asked their view regarding whether local governments or service providers are the first point of contact for National Disability Insurance Scheme (NDIS) queries.

The Advisory Group members advised that the key contacts for City residents are the NDIS Local Area Coordinator (i.e. Mission Australia, as per [Western Australia | NDIS](#)). My Gov is also useful for NDIS self-managing clients, noting that clients still need a NDIS Local Area Coordinator and a NDIS service agreement.

The conclusion was that it is problematic for local governments to maintain a database as this would need to be kept up to date and not promote one service provider over another.

7. Next Meeting

Tuesday 6 June 2023, 11am – 1pm at Council House or via Teams.

8. Close

Meeting Closed: 11.53am.

9. Appendix - actions

Actions	Responsibility	Comments
Completed actions		
<p>DAIP action 1 People with disability have opportunity to access events</p>	<ul style="list-style-type: none"> City Library 	<p>Present Book Club for people with intellectual and developmental disability to AIAG members. Completed May 2023</p>
<p>DAIP action 2.1.8 Implement recommendations from Toilet Audit</p>	<ul style="list-style-type: none"> Infrastructure 	<p>Recommendations have been integrated into the City’s Toilet Plan review. Fact sheet was distributed to AIAG members. Completed February 2023</p>

DAIP action 6 Participate in consultation	<ul style="list-style-type: none"> Community Services 	Equity, Diversity and Inclusion survey 2022 completed and outcomes reported to the Advisory Group.
Items in progress		
DAIP action 1 People with disability have opportunity to access events	<ul style="list-style-type: none"> City Library AIAG 	Commence Book Club for people with intellectual and developmental disability Completed May 2023
Items deferred/on hold		
New Membership/Expired Terms of Reference for AIAG	<ul style="list-style-type: none"> Community Services AIAG Members 	To be presented as a general business item at a future meeting, following update to the Terms of Reference. New membership is on hold.