



Meeting Minutes

Meeting Date	13 September 2022	Time	11am – 1pm
Meeting Venue	Council House		
Meeting Title	Access and Inclusion Advisory Group		
Chairperson	City of Perth Representative		
Minute Taker	City of Perth Representative		
Attendees	<p>Access and Inclusion Advisory Group members</p> <p>Ben Cox Gareth Goodway Glennys Marsdon Melissa Northcott Stuart Jenkinson (Teams)</p> <p>City of Perth Administration</p> <p>General Manager Community Development A/Alliance Manager, Community Services Community Services Team Lead Project and Administrative Support Officer, Community Services</p> <p>Presenters</p> <p>City of Perth Representatives</p> <p>Observers</p> <p>No observers.</p>		
Apologies	<p>Access and Inclusion Advisory Group members</p> <p>Bradley Bishop Cara Philpott Emma Kenton</p>		

Gwen Allpike
Helen Berry
Kyle Santella
Mary Butterworth
Nobuo Hara

Note:

David Vosnacos was an apology as he was unable to attend remotely due to an issue with Teams. City of Perth have logged a fault with Microsoft to rectify this issue. The work around in the meantime is that the City will advise the City's ICT of the email addresses of people who will be attending the meeting remotely so ICT can facilitate the meeting connection for remote attendees.

Subsequent to the meeting, David emailed his feedback on the meeting items (shown in attachment 1). David's input has been sent to presenters at the meeting to consider and progress.

1. Meeting opens

Meeting commenced at: 11.15am

Notification was given that the meeting would be recorded.

2. Acknowledgement of Country

Completed by: Community Services Lead.

3. Attendance

Apologies were noted by the Chair.

Meeting attendees were invited to introduce themselves and provide their background.

4. Confirmation of Meeting Minutes

Meeting minutes from 12 July 2022 were adopted unanimously by those present.

5. Actions from Previous Meeting

A handout was distributed to all members addressing the feedback from the 12 July meeting presentation. (The handout was previously provided to AIAG members in the agenda pack.)

6. Presentation

6.1 Strategic Community Plan 2022 - 2032

The Strategic Community Plan and subsidiary plans are available on the City's website:

[Reports and important documents | City of Perth](#)

These plans align to the pillars of Liveable, Sustainable, Prosperous and Well-Governed. The strategy and plan documents provide transparency of our aims and information on how the City intends to achieve these pillars, while adapting our role as best relevant between service provider, partner, regulator, advocator and facilitator.

Suggestion to Advisory Group (and all community members) is to sign up to Engage Perth (engage.perth.wa.gov.au) to be automatically notified of all consultation opportunities.

Discussion from the Advisory Group members

- *Discussion on importance of corporate measures including people with disability and LGBTQIA+.*
- *Discussion of level of leadership and strategic focus for Emergency Management and Disaster Recovery Planning.*

6. Consultations

6.1 City Events

Consultation regarding the following upcoming events.

- Twilight Hawkers Market
- ICC Men's T20 World Cup Activation
- Christmas Lights Trail
- City of Light Shows

Discussion and recommendations from the Advisory Group members

- *Investigate micro enterprise Value Lives as a potential stall holder where accessibility of food trucks is enhanced.*

- *Investigate potential to communicate to people with disability that the start of the event is quieter and that inclusion of Murray Street Mall will assist with easier flow of people.*
- *Ensure car parking is located close to events (e.g. the Van Gogh Exhibition ACROD parking was cited as a good example).*
- *Investigate offering City events online via the City's website or as a virtual tour for increased inclusion.*
- *Investigate potential for Diverse Radio Network to promote or broadcast at inclusive City events.*

Action:

Gareth Goodway to send the City the contact details for Diverse Radio Network.

6.2 Boorloo Heritage Festival

- Discussed accessibility inclusions that featured last year for Heritage Perth Weekend including Auslan interpreted events, DADAA Accessible Events (tactile tours and sensory spaces)
- Changes for 2023 include renaming the event to the Boorloo Heritage Festival and extending the length of the festival. In 2023, it will be held across April with a focus on a neighbourhood each weekend and a stronger digital presence.
- Request for Proposal (Expression of Interest) for event submissions opens on 1 October 2022. A draft program will be finalised by the end of December 2022.

Discussion and recommendations from the Advisory Group members

- *Recommended that the City highlights accessible features for the event throughout the promotion period.*
- *The Access and Inclusion Advisory Group (AIAG) members offered to attend the locations prior to the event to identify accessibility concerns and where relevant, potential solutions.*
- *Suggestion that the City to investigate historical achievements by those unsung heroes with disability so that these stories can be included and promoted.*

Action/s:

The AIAG members asked for consideration time to respond to the following questions from the presenter. Accordingly, it is requested that AIAG members email any feedback to the following questions to PerthforPeople@cityofperth.wa.gov.au by 30 September 2022.

1. What would you like to have more of in the program for events and activities?
2. Do you know of any other organisations we could team up with to deliver accessible events?
3. Do you know of any organisations that might be interested to host an event for Boorloo Heritage Festival?

6.4. Disability, Access and Inclusion Plan (DAIP) Update

- Reported the DAIP Annual Progress report was submitted to the Department of Communities in July 2022 with no further action required by the Department.
- Updated on the DAIP Year 2: Implementation Plan 2022/23 – 84 actions across the 8 DAIP outcome areas, highlighting some of the notable completed actions.
- Engagement for planning International Day of People with Disability (IDPwD) 2022 was well received by members. Discussed inviting Ability Heroes, Adam Hewbert as a guest speaker for staff.
- City will support the Law Enforcement Torch Run (LETR) event on 2 December and members were invited to be involved again this year.

Discussion and recommendations from the Advisory Group members

- *City to investigate the Department of Communities Changing Places Grants, offering funding for Marveloos (portable changing place and toilet). Contact City of Wanneroo as they recently were awarded funding to purchase two Marveloos. Discuss this with Infrastructure to see where this fits regarding the City's Toilet Plan.*

Action:

Engage AIAG members for a photo shoot and testimony to include in a City media release for IDPwD at the Advisory Group's next meeting (Tuesday 8 November).

10. General Business Items

1. The City thanked outgoing member Richard Struik from Department of Communities for his service to the AIAG. New member Mary Butterworth will be welcomed at the next meeting.
2. The City recently submitted an award nomination for 'Most Accessible Community in WA' (MACWA) in the category of Leadership for its Equity, Diversity and Inclusion Framework and EDI approach.
3. The WA Access and Inclusion Network group meeting was held on 30 August 2022. Items discussed at the meeting included:
 - An NDIS update
 - Development Disability WA Communication Project
 - AbleDocs (document accessibility)
 - Ability Heroes
 - Department of Communities Update
 - Western Australian Local Government Association (WALGA) update.
4. Shared a media release from the McGowan government, regarding funding for employment of people with disability across all sectors.
5. The proposed meeting schedule for 2022/23 was shared with members.

11. Next Meeting

Tuesday 8 November 2022, 11am – 1pm at Council House or via Teams.

11. Close

Meeting Closed: 1.15pm.

Attachment 1:

Feedback on meeting items that was emailed in (see note in Apologies, page 1 of these minutes for further information)

Strategic community plan

- Engage Perth portal: what control does the City have over the accessibility of it given it is a hosted solution? Several issues identified when accessing the site particularly around the behavior of links and menu items i.e. relying on colour or change of cursor style to determine if they are active links which isn't WCAG 2.1 compliant; repeated links etc.

City Events Consultation

- Twilight Hawkers Market
 - o Any consideration of an accessible map of stall locations? (hardcopy or digital versions to assist visitors with a vision impairment to e.g. locate a particular cuisine)
 - o Will there be any designated service animal toilet area?
 - o Will there be any designated quiet zones?
- ICC Men's T20 World Cup Event
 - o Is audio description and AUSLAN be provided for any presentations of the teams?
 - o What cricket activities are being proposed and where will these be undertaken?
 - o Is there any consultation with Blind Cricket WA to join in on the festivities and activities?
- Christmas Lights Trail
 - o What have we progressed with an accessible light trail and audio description of each installation?
- City of Light Show Events
 - o What AUSLAN and audio description will be offered as part of the displays?
 - o Same comments re: accessible map of stall locations?

Boorloo Heritage Festival

- Excellent considerations already re: audio description and tactile tours
- Digital presence: what consideration of accessibility in how stories are told i.e. visual only, text only, audio version?
- Are you partnering up with DADAA particularly around any audio description that may be beneficial depending on the type of event?

DAIP update

- Great highlights. Some clarification needed re: availability of audio loop i.e. is this available at the front counter also?
- Customer service touch screens: do you have Voice Over available on these to make them more accessible or the possibility of customers interacting via voice?
- Complaints improvement form: has this specifically been tested for accessibility by keyboard only users i.e. not just those using screen reading software?
- Excellent style guide! Would like to review it.
- Tactile ground surface indicators at the Wellington Square playground: interested to know whether your access consultant considered these compliant.
- Like the planning for IDPwD 2022

I hope to be at the next meeting in person next time. Again my apologies for being unable to contribute "live" in the meeting today.

Regards,