

Community Access Committee

Minutes

12 August 2016



Committee Terms of Reference

The City of Bunbury Community Access Committee exists to guide the Bunbury City Council towards attaining best practice on matters of access and inclusion. The Community Access Committee is to make recommendations to Council based on the following Terms of Reference:

- 1. To develop proposals and make recommendations to Council on matters of access and inclusion relating to City of Bunbury buildings, facilities, services and information.*
- 2. To seek funding opportunities that improves access and inclusion within the City of Bunbury.*
- 3. To provide advice and information to City of Bunbury Officers and Councillors on decisions of best practice on matters of access and inclusion relating to Council buildings, facilities, services or information throughout Bunbury, and*
- 4. To provide information to the private sector in relation to access and inclusion to assist in development and redevelopment of buildings and facilities.*
- 5. To monitor the implementation of the Disability Access and Inclusion Plan for City of Bunbury buildings, facilities, services and information.*

Community Access Committee

**A larger print size is used throughout this document
for the benefit of Committee members with visual impairment**

Minutes

12 August 2016

Members of the public to note that recommendations made by this committee are not final and will be subject to adoption (or otherwise) at a future meeting of the Bunbury City Council.

Committee Members:

Member Name	Representing
Deputy Mayor Brendan Kelly	City of Bunbury
Councillor Karen Steele	City of Bunbury
Councillor Wendy Giles	City of Bunbury
Thomas Blair	Community Representative
Charlotte White	Community Representative
Kathryn Hewitt	Short on Sight Support Group
Jason Hall	Disability Services Commission
Michael Finn	Enable Southwest
Aishath Shizleen	Community Representative
Carol Szabo	Community Representative
Peter Needham	Community Representative
Peter Sears	Community Representative
Shelley Leech	Community Representative
Rhonda Alman	Community Representative

Support Staff:

Name	Title
Deanna Sullivan	Team Leader Community Development
Sharon Chapman	Manager Community & Library Services
John Kowal	Acting Director Corporate & Community Services

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1. Declaration of Opening

The Presiding member declared the meeting open at 1:05pm.

2. Disclaimer

Not applicable to this committee.

3. Announcements from the Presiding Member

Councillor Kelly introduced Ryan Campbell as new Community Development Officer. Ryan will be focussing on Access and Inclusion for various community sectors within the City of Bunbury.

4. Attendances

Committee Members:

Member Name	Representing
Deputy Mayor Brendan Kelly	City of Bunbury
Councillor Karen Steele	City of Bunbury (Left meeting at 2:15pm)
Thomas Blair	Community Representative (Left at 2:30pm)
Kathryn Hewitt	Short on Sight Support Group
Michael Finn	Enable Southwest
Peter Sears & Amy	Community Representatives (Left 1:50pm)
Jason Hall	Disability Services Commission
Rhonda Alman	Community Representative
Rob Alman	Community Representative

Support Staff:

Name	Title
Deanna Sullivan	Team Leader Community Development
Sharon Chapman	Manager Community and Library Services
John Kowal	Acting Director Corporate & Community Services
Ryan Campbell	Community Development Officer

Guests:

Name	Title
Cameron	Community Representative
Tony	Enable
Adam Johnson	MARCIA PhD Student

4.1 Apologies

Member Name	Representing
Kathy Boxall	Professor of Social Work and Disability Studies, Edith Cowan University
Shelley Leech	Community Representative

4.2 Approved Leave of Absence

Member Name	Representing
Aishath Shizleen	Community Representative

Moved: Rhonda Alman Seconded: Peter Sears

5. Declaration of Interest

IMPORTANT: Committee members to complete a “Disclosure of Interest” form for each item on the agenda in which they wish to disclose a financial/proximity/impartiality interest. They should give the form to the Presiding Member <u>before</u> the meeting commences. After the meeting, the form is to be forwarded to the Administration Services Section for inclusion in the Corporate Financial Disclosures Register.

Nil

6. Confirmation of Minutes

Committee Decision: Moved: Michael Finn Seconded: Kathryn Hewitt

The minutes of the Community Access Committee Meeting held on 03 June 2016, are confirmed as a true and accurate record.

CARRIED UNANIMOUSLY

7. Petitions, Presentations and Deputations

7.1 Petitions

Nil

7.2 Presentations

Nil

8. Method of Dealing with Agenda Business

Nil

9. Reports

9.1 Update from Community Development Team

Deanna Sullivan informed the Committee about three grant projects that have been approved.

1. Induction Video - based on accessibility and inclusion in regards to employment that can be used by the City and other employers. It was suggested that the final product be premiered – possibly a red carpet event.
2. Koombana Bay access ramp - The ramp is designed to be consistent with universal access principles. The timeline for the project has to fit into the overall redevelopment timeline. The Community Development Team is in ongoing consultation with the Works and Services teams. It was discussed if a grant for an access ramp was necessary as a ramp should be incorporated in any new buildings as a part of minimum standards for accessibility. Deanna Sullivan explained that the grant was approved before the overall redevelopment design plan was finalised.
3. Koombana Bay 'Changing Places' Facility – state of the art toilet and shower facility for people with a profound disability. Access to both sides of facility, 24 hour access using universal access card. The Project will fit into the overall redevelopment project timeline.

9.2 Actions

Deanna Sullivan explained that a letter was sent out to all CAC members outlining the updated CAC procedures that were approved by Council relating to attendance at CAC meetings. Concern was raised about the rule that if a member was absent for 3 consecutive meetings they would lose their position on the committee. It was clarified that this is only if no apologies are sent.

9.3 Bunbury Waterfront Project

When the final plans for the design of the Waterfront Project are finalised Councillor Kelly would like to hold a formal workshop to have CAC members go over the design. Further to this it was suggested that the engineers and/or City planners could do a brief presentation of the design plans to the Committee. Sharon Chapman said she would follow this up. It was then stated that all state and local government projects should require community consultation. Examples were then given regarding several problematic developments in the Bunbury area that could have been improved had consultation occurred prior to planning approval being issued.

It was suggested that all planning and designing should include consultation with all stakeholders at all levels. It was stated that current minimum standards for access are very minimal. It was suggested that there should be an avenue to feedback to the body which makes these standards.

It was questioned what the difference is between minimum standards and best practice.

It has been suggested that it be looked into if the City's Planning/Engineering Department could provide CAC members with a brief summary of the current Australian Standards and the Committee can discuss these at the next meeting. Sharon Chapman agreed to follow this up.

9.4 Launch of MARCIA

PhD student Adam Johnson explained that since the last meeting the MARCIA Launch Event has increased the profile for MARCIA and has become a lot bigger than first expected. Adam explained the event is being held at BREC and 200 people have been invited and he has received approximately 150 RSVP's. Adam gave a rundown of the event informing that Professor Tim Stanton from Canada and former Human Rights Commissioner Graeme Innes will be keynote speakers.

9.5 Homeless – Access to Shower Facilities

Councillor Kelly informed he has been corresponding with the CEO at AccordWest, Mr Neil Hamilton, regarding safe access to showers for people that are experiencing homelessness in the Bunbury area. This discussion centred on a partnership being developed between the City and AccordWest. The possibility of a mobile shower bus service was discussed. It was pointed out that currently there is a shower available for people that are homeless at the Regional Hospital as well as shower access at the facilities along the back beach.

John Kowal said that there are some existing facilities such as the portable self-cleaning toilets and portable showers that are placed around for travellers to the City. John said he can follow up and look at what other local Governments are doing in relation to this issue and he will also contact Neil Hamilton to discuss further.

It was also pointed out that it is important to first identify the level of need before taking any action by consulting with the community and getting feedback from people who are experiencing homelessness. There is a Homelessness Forum, developed by the Department for Child Protection and Family Support, being hosted by the City of Bunbury on 9 September 2016 which may be an opportunity to network and discuss the level of need. The Community Development Team will email out details of Forum to all CAC members. To RSVP, please contact the Department for child Protection and Family Support.

9.6 Torch Run – Special Olympics

Deanna Sullivan informed the CAC that the Bunbury Forum is running a fundraising event for the local Special Olympics which is being held on the weekend 20 and 21 August 2016. The City is working with the Bunbury Forum and Special Olympics to support this event. Local Police will be in attendance and is also supporting the event. The Community Development team will be in attendance wearing new t-shirts to promote MARCIA. The City is currently recruiting volunteers and CAC members are welcome to put their name forward. Any CAC member who wishes to volunteer should contact the Community Development team. Details of the event will be placed on the City of Bunbury website.

9.7 Curtin University study on ‘Using Smartphone Technology to Navigate Urban Space’

It was clarified that Committee member Michael Finn sent out the above link as an ‘FYI’ not an agenda item. Kathryn Hewitt informed that she was interested and made contact with Dr Katie Ellis who informed they are only seeking participants who have an android phone. Kathryn assisted them by informing them of an access issue on their website for people with a visual impairment.

9.8 Access in Town

Councillor Kelly passed on that Peter Sears had informed him of some ongoing niggling issues around access in town such as manoeuvrability of large vans in certain locations.

The Snap-Send-Solve App was discussed as a good tool to address some of those niggling issues that are encountered from day to day. The idea of the App is to use your phone to photograph the access issue or hazard and then send it to the local Government for consideration. Sharon Chapman confirmed that she thought the City of Bunbury is a participating local Government for the App.

It was stated that people using the App and submitting images to COB have not been getting a response. It was clarified that the images are sent through to the Records Department. It is then the Records responsibility to send it onto the relevant Department. Sharon Chapman agreed to investigate and send a synopsis on how the Snap Send Solve app works.

9.9 Member Round Table

Kathryn Hewitt attempted to present a New Zealand Telephone Information Services that assists people with a visual impairment to read/access newspapers. Kathryn had some difficulty finding the application on her phone and will present this at the next CAC meeting. It was discussed that lobbying the local papers to have a similar service may be explored.

Thomas Blair informed he has changed his address and updated the Committee of his new contact details.

Councillor Kelly said he needs a running sheet to MC the MARCIA event.

Sharon Chapman is looking forward to working with the Committee and has a background in the Disability sector.

Rob Alman stated that a good catch phrase to 'who is MARCIA?' is "MARCIA is you".

Jason Hall informed that currently the Upper South West region is being aligned with the NDIS. There is some uncertainty but overall the NDIS is being reasonable well received by the community and there is a sense of cooperation among service providers and confidence that service users will not be too disrupted by the transition. Jason will provide ongoing updates to the Committee as the roll out progresses.

Michael Finn supports Jason's position on NDIS rollout from a service provider perspective. Michael informed that Enable had a forum scheduled for the same day as the MARCIA launch and had to reschedule to the 5 September 2016. Michael said they are still needing panel members for the forum and Committee members are welcome to express their interest to be on the panel.

10. Applications for Leave of Absence

Deanna Sullivan will be unavailable for the next meeting in October as she will be on leave.

11. Questions from Members

11.1 Response to Previous Questions from Members taken on Notice

Nil

11.2 Questions from Members

Nil

12. Date of Next Meeting

Friday, 7 October 2016; 1:00pm – 3:00pm; Ocean Room - City of Bunbury Administrative Building, 4 Stephen Street, Bunbury.

13. Close of Meeting

The Presiding Member closed the meeting at 2:40pm.

Confirmed this day 7 October 2016 to be a true and correct record of proceedings of the Community Access Committee meeting held 12 August 2016.

Councillor Brendan Kelly
PRESIDING MEMBER