

## **Disability Access and Inclusion Committee**

### **Minutes**

**1 June 2018**

#### **Committee Terms of Reference**

*The Disability Access and Inclusion Committee has been established:*

- 1. To provide an oversight role in the development and implementation of the statutory requirements of the Disability Access and Inclusion Plan (DAIP);*
- 2. To review progress of the organisation in the achievement of the objectives of the DAIP;*
- 3. To review the Statutory Reports required under the DAIP;*
- 4. To review the progress of the organisation in relation to progress against the objectives of the Community Strategic Plan as it relates to MARCIA;*
- 5. To review any reports provided by the Disability Access and Inclusion Community Reference Group.*

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## Disability Access and Inclusion Committee

**Minutes  
1 June 2018**

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.

### 1. Declaration of Opening

The Presiding Member declared the meeting open at 11:01pm.

### 2. Disclaimer

Not applicable to this committee.

### 3. Announcements from the Presiding Member

The Presiding Member advised that the Changing Place Facility Official Opening had occurred on Friday 24 May 2018. He noted that he had since received a text from Bruce Langoulant offering congratulations on the inclusion of this facility.

### 4. Attendances

*Committee Members:*

Member Name	Representing
Cr Brendan Kelly	Presiding Member
Cr Karen Steele	Councillor Representative
Paul D'Vorak	Community Representative

<b>Member Name</b>	<b>Representing</b>
Jethro Hepton	Community Representative
Mal Osborne	Chief Executive Officer
Gavin Harris	Director Works and Services
Felicity Anderson	Acting Director Planning and Development
Stephanie Addison-Brown	Director Corporate and Community Services

*Support Staff:*

<b>Name</b>	<b>Title</b>
Isabell Evans	Manager People and Place
Ryan Campbell	Community Development (Access) Officer
Ms Liz Allan	Executive Research and Project Officer

#### **4.1 Apologies**

Cr Steck and Kathryn Hewitt were apologies for the Meeting

#### **4.2 Approved Leave of Absence**

#### **5. Declaration of Interest**

Nil

#### **6. Public Question Time**

Nil

## **7. Confirmation of Minutes**

The Minutes of the meeting of the Disability Access and Inclusion Committee Meeting held 2 March 2018 had been circulated.

### **Recommendation**

That the Minutes of the Disability Access and Inclusion Committee Meeting held 2 March 2018 be confirmed as a true and correct record.

### **Outcome of the Meeting held 1 June 2018**

The recommendation (as printed) was moved Cr Kelly, seconded Paul D’Vorak.

The Presiding Member put the motion to the vote and it was adopted to become the Committee’s decision on the matter.

#### **Committee Decision**

That the Minutes of the Disability Access and Inclusion Committee Meeting held 2 March 2018 be confirmed as a true and correct record.

CARRIED

8 votes “for” / Nil votes “against”

## **8. Petitions, Presentations and Deputations**

### **8.1 Petitions**

Nil

## **8.2 Presentations**

## **8.3 Deputations**

## **9. Method of Dealing with Agenda Business**

Items are dealt with in the order that they appear.

## 10. Reports

### 10.1 DAIP Progress Report 2017/2018

<b>Applicant/Proponent:</b>	Internal
<b>Responsible Officer:</b>	Ryan Campbell, Community Development Officer
<b>Responsible Manager:</b>	Isabell Evans, Manager People and Place
<b>Executive:</b>	Stephanie Addison-Brown, Director Corporate and Community Services
<b>Authority/Discretion</b>	<input type="checkbox"/> Advocacy <input type="checkbox"/> Review <input type="checkbox"/> Executive/Strategic <input type="checkbox"/> Quasi-Judicial <input checked="" type="checkbox"/> Legislative <input type="checkbox"/> Information Purposes
<b>Attachments:</b>	Appendix 1: DAIP Progress Report 2017-2018

#### Summary

The City has gone through the DAIP implementation plan and documented the progress of all the items projected to be completed for the 2017/18 financial year. The DAIP progress report is now completed (**attached** at Appendix 2) and will need to be endorsed by Council for submission to the Disability Services Commission by 1 July 2017.

#### Executive Recommendation

That the Disability Access and Inclusion Committee:

1. Note the DAIP progress report; and
2. Recommend that Council endorse the report for submission to the Disability Services Commission.

#### Strategic Relevance

Theme 1: Our community and culture  
Goal: A safe, healthy and cohesive community, with a rich cultural life, and supportive social environment  
Objective 1.5: Establish Bunbury as the Most Accessible Regional City in Australia by 2020

## **Background**

The City of Bunbury's annual Disability Access and Inclusion Plan (DAIP) Progress Report for 2016/17 is due for submission to the Disability Services Commission by 1 July 2017. The Disability Services Commission recently announced that the progress reporting templates and online reporting were open for submissions. The City has gone through the DAIP implementation plan and documented the progress of all the items projected to be completed for the 2016/17 financial year.

## **Council Policy Compliance**

The City of Bunbury is bound by the City's Disability Access and Inclusion Plan 2017 – 2022 (DAIP) which is a legislative requirement under the *Disability Services Act 1993 (amended 2004)*. The City of Bunbury's DAIP 2017 – 2022 outlines the City's commitment to Outcome 6 of the DAIP which states that *"People with disability have the same opportunities as other people to participate in any public consultation by the City of Bunbury"*.

## **Legislative Compliance**

*Disability Services Act 1993 (amended 2004)*  
*Local Government Act 1995*

## **Officer Comments**

One of the core functions of this Committee is to monitor the implementation of the City's DAIP which is outlined in point 3 of its Terms of Reference. It is therefore important that the DAIC is informed and kept up to date with anything involving the DAIP.

## **Analysis of Financial and Budget Implications**

There are no financial implications associated with this report.

## **Community Consultation**

Not applicable



### **Councillor/Officer Consultation**

Nil

### **Applicant Consultation**

Not applicable

### **Outcome of the Meeting held 1 June 2018**

The recommendation (as printed) was moved Cr Steele, seconded Jethro Hepton.

The Presiding Member put the motion to the vote and it was adopted to become the Committee's decision on the matter.

### **Committee Decision**

That the Disability Access and Inclusion Committee:

1. Note the DAIP progress report; and
2. Recommend that Council endorse the report for submission to the Disability Services Commission.

CARRIED

8 votes "for" / Nil votes "against"

## 10.2 Most Accessible Community in WA (MACWA) Awards 2018

<b>Applicant/Proponent:</b>	Internal
<b>Responsible Officer:</b>	Ryan Campbell, Community Development Officer
<b>Responsible Manager:</b>	Isabell Evans, People and Place
<b>Executive:</b>	Stephanie Addison-Brown, Director Corporate & Community Services
<b>Authority/Discretion</b>	<input type="checkbox"/> Advocacy <input type="checkbox"/> Review <input type="checkbox"/> Executive/Strategic <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Legislative <input checked="" type="checkbox"/> Information Purposes
<b>Attachments:</b>	Appendix 2: MACWA Awards 2018 Nomination Form

### Summary

In collaboration with the Regional Capitals Alliance WA the City assisted in the development of the Most Accessible Community in WA (MACWA) Awards which will be presented in local government week in August 2018. These awards were inspired by City's MARCIA initiative for the purpose of promoting MARCIA and improving access and inclusion across the State.

### Executive Recommendation

That the Disability Access and Inclusion Committee note the information provided in this report.

### Strategic Relevance

Theme 1: Our community and culture  
Goal: A safe, healthy and cohesive community, with a rich cultural life, and supportive social environment  
Objective 1.5: Establish Bunbury as the Most Accessible Regional City in Australia by 2020

### Background

On 3 August 2016 the Chair of the Community Access Committee, Deputy Mayor Brendan Kelly, raised a motion at the Western Australian Local

Government Association (WALGA) Annual General Meeting (AGM), that WALGA develop assessment criteria and an annual awards system in Western Australia for local governments to vie for the title of being the “Most Accessible Regional City in Australia” (MARCIA). The motion was carried and adopted as a WALGA resolution.

On 14 December 2016 the Executive Manager of Planning and Community Development at WALGA advised that they had considered the resolution at their Planning and Development Policy Forum and the Forum felt that there would be limited duration of such an award, given there would only be a handful of regional cities that would enter from WA. The Forum therefore suggested that in order for Bunbury to be recognised for their work that they enter the MARCIA project into the *‘Planning Institute of Australia, Architects Association Urban Design Award’* and *‘Property Council awards for Innovation and Good Government’* or the *‘Premiers Public Sector Awards’*. WALGA informed they would contact the above organisations to inquire if the MARCIA project would be eligible for such awards and report back in the New Year.

In early 2018 the City was contacted by the Regional Capitals Alliance WA (RCAWA) stating they had been approached by WALGA to consider the development of the MARCIA awards. The City of Bunbury agreed to assist in the development of the Awards and the Awards have been open for nominations since 1 May 2018 closing 1 July 2018. It was decided that to include all local governments across the state the awards would have three (3) separate categories: Metropolitan Council; Regional City; and Regional Shire/Town. The Awards will be presented in 12 August 2018 during Local Government Week.

The City of Bunbury will be entering a nomination under the Regional City category and will be collaborating with the DAIC members and the Reference Group to assist in gathering ideas to be included in the nomination.

### **Council Policy Compliance**

There is no Council Policy applicable to this report.

## **Legislative Compliance**

*Disability Services Act 1993 (amended 2004)*  
*Local Government Act 1995*

## **Officer Comments**

The development of the MACWA awards has been a great achievement in itself by the City of Bunbury and Access Committee. The City has come a long way with access and inclusion and has some worthy initiatives to celebrate and recognise.

## **Analysis of Financial and Budget Implications**

There are no financial implications associated with this report.

## **Community Consultation**

Not applicable

## **Councillor/Officer Consultation**

Nil

## **Applicant Consultation**

Not applicable

## **Outcome of the Meeting held 1 June 2018**

The recommendation (as printed) was moved Paul D’Vorak, seconded Cr Steele.

The Presiding Member put the motion to the vote and it was adopted to become the Committee’s decision on the matter.

**Committee Decision**

That the Disability Access and Inclusion Committee note the information provided in this report.

CARRIED

8 votes “for” / Nil votes “against”

### 10.3 Access Audit Priority for MARCIA Funding 2018/19

<b>Applicant/Proponent:</b>	Internal
<b>Responsible Officer:</b>	Ryan Campbell, Community Development Officer
<b>Responsible Manager:</b>	Isabell Evans, People and Place
<b>Executive:</b>	Stephanie Addison-Brown, Director Corporate & Community Services
<b>Authority/Discretion</b>	<input type="checkbox"/> Advocacy <input type="checkbox"/> Review <input type="checkbox"/> Executive/Strategic <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Legislative <input checked="" type="checkbox"/> Information Purposes
<b>Attachments:</b>	Nil

#### Summary

The recommended actions from the 11 access audits of City owned facilities have been prioritised in order to allocate the \$100,000 MARCIA (PR-4112) funding for 2018/19.

#### Executive Recommendation

That the Disability Access and Inclusion Committee note the information provided in this report.

#### Strategic Relevance

Theme 1: Our community and culture  
Goal: A safe, healthy and cohesive community, with a rich cultural life, and supportive social environment  
Objective 1.5: Establish Bunbury as the Most Accessible Regional City in Australia by 2020

#### Background

As part of the City's commitment to becoming the Most Accessible Regional City in Australia by 2020 the City acquired the services of the Institute of Access Training Australia (IATA) to provide training to 11 staff in May 2017. As part of the accreditation for the course the 11 students conducted access audits on 11 City owned facilities. In conjunction with this training, Council

also committed to providing \$50,000 each financial year for a period of four (4) years to implement the recommendations from the access audits. In 2017/18 this was increased to \$100,000 and was extended to for a further two (2) years (2020/21 and 2021/22).

The recommended actions of each of the eleven audits have been prioritised by DAIC members, the Community Development Officer Access and Inclusion and the Manager of City Facilities, using a scoring matrix with three (3) selection criteria: Impact; Diversity; and Urgency. Each facility was also ranked based on attendance rates and profile in the community. The actions were then categorised into high, medium or low priority.

The high priorities were discussed with the Manager of City Facilities around cost and achievability and it was decided that the remaining MARCIA funding for 2018/19 be allocated to the installation of the beach matting at Koombana Bay and the refurbishment of an accessible shower cubicle and toilet at BREC.

The current 2017/18 MARCIA Funding of \$50,000 (PR-4112) and additional 2017/18 Access Audit funding of \$20,000 (PR-4331) have been committed to source the Koombana Beach Access matting. However additional funds are needed (\$10,000 to \$15,000) for the installation of the beach matting. Given the beach access at Koombana scoring as a high priority it was recommended this come out the 2018/19 MARCIA Funds. It was further recommended that the remaining \$85,000 for 2018/19 be allocated for the accessible shower cubical and toilet at BREC.

At the Executive Leadership Team meeting held 2 May 2018 ELT approved for the 2018/19 MARCIA funding of \$100,000 (PR-4112) be allocated to the installation of Accessible Beach Matting at Koombana Bay (Approx. \$15,000) and Accessible Shower Cubicle and Toilet at BREC (Approx. \$85,000).

The remaining recommendations from the access audits will be considered along with any other access and inclusion initiatives for the remaining 3 years of the MARCIA (PR-4112) budget.

### **Council Policy Compliance**

There is no Council Policy applicable to this report.

## **Legislative Compliance**

*Disability Services Act 1993 (amended 2004)*  
*Local Government Act 1995*

## **Officer Comments**

The prioritisation of the recommendations from the access audits went through a considerable amount of consultation with Committee members and internally with staff. The access audits were designed to inform the City on what the priorities were to improve access and inclusion to its buildings, spaces and facilities.

## **Analysis of Financial and Budget Implications**

Recommendations are within approved project funding.

## **Community Consultation**

The three (3) community representatives on the Disability Access and Inclusion Committee were all consulted and provided feedback into the prioritisation of the recommended actions which were taken into consideration.

## **Councillor/Officer Consultation**

Discussions were held with the Manager City Facilities and the Director of Works and Services.

## **Applicant Consultation**

Not applicable

## **Outcome of the Meeting held 1 June 2018**

The Presiding Member noted that he was on the Board of BREC.

The recommendation (as printed) was moved Cr Steele, seconded Paul D'Vorak.



The Presiding Member put the motion to the vote and it was adopted to become the Committee's decision on the matter.

**Committee Decision**

That the Disability Access and Inclusion Committee note the information provided in this report.

CARRIED

8 votes "for" / Nil votes "against"

#### 10.4 Agenda – MARCIA Research Final Report May 2018

<b>Applicant/Proponent:</b>	Internal
<b>Responsible Officer:</b>	Ryan Campbell, Community Development Officer
<b>Responsible Manager:</b>	Isabell Evans, People and Place
<b>Executive:</b>	Stephanie Addison-Brown, Director Corporate & Community Services
<b>Authority/Discretion</b>	<input type="checkbox"/> Advocacy <input type="checkbox"/> Review <input checked="" type="checkbox"/> Executive/Strategic <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Legislative <input type="checkbox"/> Information Purposes
<b>Attachments:</b>	Appendix 3: Executive Summary MARCIA Report Appendix 4: MARCIA Research Report

#### Summary

The three (3) year MARCIA PhD research project is in its final year and PhD student Adam Johnson has submitted his final report for endorsement by Council.

#### Executive Recommendation

That the Disability Access and Inclusion Committee:

1. Endorse the MARCIA Research Final Report May 2018; and
2. Recommends that Council endorse the MARCIA Research Final Report May 2018

#### Strategic Relevance

Theme 1: Our community and culture  
Goal: A safe, healthy and cohesive community, with a rich cultural life, and supportive social environment  
Objective 1.5: Establish Bunbury as the Most Accessible Regional City in Australia by 2020

## **Background**

In 2015 the City of Bunbury and Edith Cowan University entered into a partnership to develop an industry scholarship for a PhD research project into the City of Bunbury's MARCIA aspiration. Adam Johnson was the successful applicant and began the research in late 2015.

Adam recruited 10 local people, including people with disabilities, their carers and professionals to be a part of the MARCIA research study. The research study adopted a participatory action research approach, meaning that the 10 MARCIA research group members would be co-researchers, working with Adam and the City of Bunbury on the MARCIA initiative.

Over the past three (3) years Adam, along with his research group members has been out in the community looking at disability access and inclusion issues as well as engaging with City of Bunbury staff to look at ways the City can achieve its MARCIA aspiration.

## **Council Policy Compliance**

There is no Council Policy applicable to this report.

## **Legislative Compliance**

*Disability Services Act 1993 (amended 2004)*  
*Local Government Act 1995*

## **Officer Comments**

The City of Bunbury have invested significant resources in the MARCIA research project and the final report will be a key resource in guiding the City in achieving its MARCIA aspiration.

## **Analysis of Financial and Budget Implications**

There are no financial implications associated with this report.  
Community Consultation

## **Councillor/Officer Consultation**

Nil

### **Applicant Consultation**

Not applicable

### **Outcome of the Meeting held 1 June 2018**

The recommendation (as printed) was moved Cr Kelly, seconded Paul D’Vorak.

The Presiding Member put the motion to the vote and it was adopted to become the Committee’s decision on the matter.

#### **Committee Decision**

That the Disability Access and Inclusion Committee:

1. Endorse the MARCIA Research Final Report May 2018; and
2. Recommends that Council endorse the MARCIA Research Final Report May 2018

CARRIED

8 votes “for” / Nil votes “against”

**11. Applications for Leave of Absence**

Nil

**12. Questions from Members**

**12.1 Response to Previous Questions from Members taken on Notice**

Nil

**12.2 Questions from Members**

No questions had been received at the time of printing.

**13. Urgent Business**

Nil

**14. Date of Next Meeting**

The next meeting of the DAIC will be 7 September 2018.

**15. Close of Meeting**

The Presiding Member closed the meeting at 11:20am.