



## Disability Access and Inclusion Committee

### Notice of Meeting & Agenda 6 September 2019

#### 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.*

**City of Bunbury**  
4 Stephen Street  
Bunbury WA 6230  
Western Australia  
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Post Office Box 21  
Bunbury WA 6231

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## **Disability Access and Inclusion Committee Notice of Meeting**

Dear Committee Members

The next Ordinary Meeting of the Disability Access and Inclusion Committee will be held in the *Ocean Room*, 2-4 Stephen Street, Bunbury, on 6 September 2019 at 11:00am.

Signed:

**Gary Barbour**

**Director Sustainable Communities**

### **Agenda 6 September 2019**

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:*

<b>Member Name</b>	<b>Representing</b>
Cr Brendan Kelly	Councillor Representative
Cr Michelle Steck	Councillor Representative
Cr Karen Steele	Councillor Representative
Paul D'Vorak	Community Representative
Kathryn Hewitt	Community Representative
Jethro Hepton	Community Representative
Mal Osborne	Chief Executive Officer
Gavin Harris	Director Infrastructure
Gary Barbour	Director Sustainable Communities
James Shepherd	Acting Director Strategy and Organisational Performance

*Support Staff:*

<b>Name</b>	<b>Title</b>
Ryan Campbell	Community Partnerships Officer (Disability and Seniors)
Ms Liz Allan	Executive Research and Project Officer

**1. Declaration of Opening**

**2. Disclaimer**

Not applicable to this committee.

**3. Announcements from the Presiding Member**

**4. Attendances**

**4.1 Apologies**

**4.2 Approved Leave of Absence**

## 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 before 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.

## 6. Public Question Time

## 7. Confirmation of Minutes

The Minutes of the meeting of the Disability Access and Inclusion Committee Meeting held 7 June 2019 had been circulated.

### Recommendation

That the Minutes of the Disability Access and Inclusion Committee Meeting held 7 June 2019 be confirmed as a true and correct record.

## 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 Updated Access Audit Priority List

<b>Applicant/Proponent:</b>	Internal
<b>Responsible Officer:</b>	Ryan Campbell, Community Partnerships Officer
<b>Responsible Manager:</b>	Isabell Evans, Manager People and Place
<b>Executive:</b>	Gary Barbour, Director Sustainable Communities
<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 1: Access Audit Priorities

#### Summary

An updated access audit priority list has been developed (**attached** at Appendix 1) showing projected funding sources in order to better inform which projects will need MARCIA funding and which projects can be covered through operational or capital expenditure. The access audit matrix was reviewed by the DAIRG on 7 June 2019 and it was agreed that the matrix will stay the same for initial assessment to narrow down the projects after which the DAIRG will look at the identified projects more closely before allocating MARCIA funds.

#### Executive Recommendation

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

*Voting Requirement: Simple Majority*

#### 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

### **Regional Impact Statement**

The access audits provide guidance to the City in improving its key facilities and open spaces to ensure Bunbury is a welcoming and accessible and inclusive destination for visitors in the South West region.

### **Background**

At the DAIC meeting held 7 June 2019 it was agreed that there needed to be a review of the access audit matrix and the way that projects are prioritised for MARCIA funding. At the DAIRG meeting held 21 June 2019 the current access audit matrix was reviewed and it was decided that the matrix will remain unchanged for the initial prioritisation and then once the list has been narrowed down the DAIRG will look more closely at the projects before allocating MARCIA funds. As part of the initial prioritisation, recommended projects from the access audits will be looked at by the Manager Facilities and the Manager Engineering & Civil Operations to see whether priorities can be funded under operational expenditure, capital expenditure or MARCIA funding. This has occurred with the current access audit list which has resulted in the attached updated list.

### **Council Policy Compliance**

The City's DAIP commitments are outlined in the Access and inclusion Council Policy.

### **Legislative Compliance**

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

### **Officer Comments**

The updated list with funding sources will streamline the process in prioritising projects for MARCIA funding and will guide staff in working through the remaining list of priorities that come out of access audits.



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

Top priorities identified will be funded through existing capital and operating budgets or through the annual MARCIA funding allocation.

### **Community Consultation**

Nil.

### **Councillor/Officer Consultation**

Nil

### **Applicant Consultation**

Nil

### **Timeline: Council Decision Implementation**

Not applicable.

## 10.2 Outcome of Most Accessible Community in WA (MACWA) Awards 2019

<b>Applicant/Proponent:</b>	Internal
<b>Responsible Officer:</b>	Ryan Campbell, Community Partnerships Officer
<b>Responsible Manager:</b>	Isabell Evans, Manager People and Place
<b>Executive:</b>	Gary Barbour, Director Sustainable Communities
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<b>Attachments:</b>	Nil

### Summary

The City of Bunbury was unsuccessful in its nomination for the Most Accessible Community in WA (MACWA) with the City of Greater Geraldton taking out the Regional City category. Twelve nominations were received in total which is an increase from last year. The City of Cockburn won the Metro category for the second year running while the Shire of Margaret River-Augusta won the Regional/Rural Shire category.

### Executive Recommendation

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

*Voting Requirement: Simple Majority*

### 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

## **Regional Impact Statement**

The MACWA awards offer an opportunity to be recognised across the State as achieving excellence in access and inclusion. If recognised this will promote Bunbury as a desirable place to live and visit especially for those families and individuals with access requirements.

## **Background**

Last year was the initial roll out of the MACWA awards with 11 nominations across the three different categories being received from Local Governments across the State. The awards which were initiated by the City of Bunbury in 2016, were a great achievement for the (then) Community Access Committee who championed the idea in 2014.

The Awards Ceremony was held at the WALGA AGM at the Crown in Perth and presented by Paul Rosair on behalf the Regional Capitals Alliance WA. The City of Bunbury unfortunately was unsuccessful with City of Geraldton taking out the Regional City title.

## **Council Policy Compliance**

The City's DAIP commitments are outlined in the Access and inclusion Council Policy.

## **Legislative Compliance**

*Disability Services Act 1993 (amended 2004)*

*Local Government Act 1995*

## **Officer Comments**

The development of the MACWA awards in conjunction with the Regional Capitals Alliance WA has been a great achievement in itself by the City of Bunbury and Disability Access and Inclusion Committee. The City has come a long way with access and inclusion and has some significant initiatives worthy of celebration and recognition.

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

There are no financial implications associated with this report.

### **Community Consultation**

Nil

### **Councillor/Officer Consultation**

Nil

### **Applicant Consultation**

Not applicable

### **Timeline: Council Decision Implementation**

Not applicable.

### 10.3 DAIC Nominations 2019

<b>Applicant/Proponent:</b>	Internal
<b>Responsible Officer:</b>	Ryan Campbell, Community Partnerships Officer
<b>Responsible Manager:</b>	Isabell Evans, Manager People and Place
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<b>Attachments:</b>	Nil

#### Summary

Due to local government elections being held in October 2019 all Council Committee positions become vacant. The City has advertised for the three vacant DAIC positions with the nomination period closing 13 September 2019. Current DAIC members are encouraged to reapply.

#### Executive Recommendation

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

*Voting Requirement: Simple Majority*

#### 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

## **Regional Impact Statement**

The Disability Access and Inclusion Committee provides opportunity for community members to make decisions that benefit Bunbury through providing accessible and inclusive facilities, open spaces, programs and services. This ensures that Bunbury is welcoming and inclusive for all who visit and live in the Bunbury Geographe region.

## **Background**

Every two years in line with Council elections all Council Committee positions become vacant. The current DAIC members are now coming to the end of their two-year tenure, with the current meeting being the final meeting before the election in October 2019. Nominations for the three vacant positions are open until 13 September 2019.

## **Council Policy Compliance**

The City's DAIP commitments are outlined in the Access and inclusion Council Policy.

## **Legislative Compliance**

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

## **Officer Comments**

The DAIC offers an opportunity for community members to provide insights from an experiential perspective to guide the City's roll-out of its Disability Access and Inclusion Plan and MARCIA activities which includes the newly developed Co-Design Access Panel among other initiatives.

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

The City's DAIP commitments are outlined in the Access and inclusion Council Policy. N/A

**Community Consultation**

Nil

**Councillor/Officer Consultation**

Nil

**Applicant Consultation**

Not applicable.

**Timeline: Council Decision Implementation**

Not applicable.

## 10.4 Co-Design Access Panel Update

<b>Applicant/Proponent:</b>	Internal
<b>Responsible Officer:</b>	Ryan Campbell, Community Partnerships Officer
<b>Responsible Manager:</b>	Isabell Evans , Manager People and Place
<b>Executive:</b>	Gary Barbour, Director Sustainable Communities
<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 purpose of this report is to provide an update on the Co-Design Access Panel.

### Executive Recommendation

That the Disability Access and Inclusion receive the information outlined in this report.

*Voting Requirement: Simple Majority*

### 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

### Regional Impact Statement

The CoDAP will influence all City of Bunbury future infrastructure and open space projects from the initial design phase will have a significant impact on



provision of facilities and spaces for people with disability, both for residents and visitors alike.

## **Background**

Recommendation 4 of the MARCIA Research Report endorsed by Council in 2018 states that the City of Bunbury promote the use of co-design by involving people with disabilities in the design of its facilities, events and services. A Draft City of Bunbury Co-Design Model has been developed as a way of implementing this recommendation. The Model was endorsed by the Executive Leadership Team (ELT) at their meeting held 4 September 2018.

On 13 May 2019, the City of Bunbury advertised for expressions of Interest for community members to be part of the Co-Design Access Pan. After receiving a total of 13 Expressions of Interest, the final seven community members were selected for the Co-Design Access Panel on 3 July 2019.

On 23 July 2019 the new CoDAP members along with City staff attended a co-design workshop facilitated by Alison Blake from Strategic Support where an agreed approach and process was developed. The Chair of the CoDAP will be updating the terms of reference to reflect the new agreed approach and process.

## **Council Policy Compliance**

The City's commitment to implementing the MARCIA Research Report is outlined in the Access and inclusion Council Policy.

## **Legislative Compliance**

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

## **Officer Comments**

All applications were of a high quality and standard and represent a good representation of abilities and lived experience of disability.

The workshop with Alison Blake was a great exercise in bringing everyone together to understand the constraints and capabilities of the CoDAP moving forward.

**Analysis of Financial and Budget Implications**

There are no financial implications associated with this report.

**Community Consultation**

Nil

**Councillor/Officer Consultation**

Nil

**Applicant Consultation**

Not applicable

**Timeline: Council Decision Implementation**

Not applicable.

## **11. Applications for Leave of Absence**

## **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**

To be advised.

## **15. Close of Meeting**