Community Access Committee

Minutes
10 April 2015

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 improve 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.
Minutes of an ordinary meeting of the Community Access Committee held in the Ocean Room of the City of Bunbury Administration Centre, 4 Stephen Street, Bunbury, on Friday 10 April 2015.

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 meeting was declared open by the Presiding Member at 1:05pm.

2. Disclaimer

Not applicable to this committee.

3. Announcements from the Presiding Member

4. Attendances

Present:

<table>
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<tr>
<th>Committee Members:</th>
<th>Deputy Mayor Brendan Kelly</th>
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<tr>
<td>Presiding Member</td>
<td>Councillor Murray Cook</td>
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<td></td>
<td>Andrew McClean</td>
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<td></td>
<td>Kathryn Hewitt</td>
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<td>Margaret Holden</td>
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<td>Peter Sears</td>
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<td></td>
<td>Rhonda Alman</td>
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<td>Thomas Blair</td>
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<td>Tracey Slattery</td>
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Support Staff:

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<tr>
<th>Role</th>
<th>Name</th>
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<tr>
<td>Team Leader Community Development</td>
<td>Deanna Sullivan</td>
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<tr>
<td>Community Development Officer</td>
<td>Elle Dixon</td>
</tr>
<tr>
<td>Community Development Officer</td>
<td>Michele Grimston</td>
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Public:

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<tr>
<th>Name</th>
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<tr>
<td>Amy (Peter Sears carer)</td>
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<td>Rob Alman</td>
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<td>Donna Stewart</td>
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<td>Carol Szabo</td>
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4.1 Apologies

Stephanie Addison-Brown (Ex-Officio Member), Adam Johnson, Jenny Wood, Shelley Leech, Anthony Bertone.

4.2 Approved Leave of Absence

Isabell Evans.

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.

Nil.

6. Public Question Time

Nil.

7. Confirmation of Minutes

The minutes of the Community Access Committee meeting held on Friday 6 February 2015, are confirmed as a true and accurate record.

Moved: Andrew McClean          Seconded: Kathryn Hewitt
8. Presentations

Nil.

8.1 Petitions

Nil.

8.2 Presentations

8.2.1 Deanna & James Shepherd – Big Swamp Precinct Concept Development Plan. James was unable to attend this meeting and the presentation has been moved forward to the next Community Access Committee meeting on Friday 5\textsuperscript{th} June 2015.

8.3 Deputations

9. Method of Dealing with Agenda Business

Actions arisen from previous meetings are discussed in a permanent item in 10.3: Any other General Business.

In the absence of any 10.2: Members Reports, a roundtable update will take place following the discussion of all 10.3: General Business items.

10. Reports

10.1 Officer Reports

Nil.

10.2 Members Reports

Nil; see item 10.3.6

10.3 Any other General Business

10.3.1 Deputy Mayor Brendan Kelly: MARCIA updates –
1. **Letter’s sent by Deputy Mayor Kelly:** Deputy Mayor Kelly read out the letter’s he had sent to - Peter McLean (National CEO) for Keep Australia Beautiful, Bruce Langoulant (Chairman) DSC and Honourable Helen Morton MLC (Minister for Mental Health, Disability Services, Child Protection.

2. **PhD Scholarship:** Deputy Mayor Kelly reported that Council has agreed to contribute $13K for 3 years in partnership with Edith Cowan University Professor Kathy Boxall (which would be the duration of the scholarship). The student will sit on CAC in a research capacity and believes the final report will give City of Bunbury and MARCIA strength.

3. **MARCIA brochure:** Everyone was given a MARCIA brochure. Deputy Mayor Kelly personally thanked everyone who was involved in the designing and making of the brochure.

4. **Visit from Peter Sproul (Executive Director of Community Living Kingston and District, Ontario Canada):** Deputy Mayor Kelly reported that Peter Sproul had responded very positively to everything CAC is doing and was very interested and impressed with the MARCIA concept and wanted to know more and hopes to be able to continue discussions with Bunbury.

5. **APM High Tea:** Deputy Mayor Kelly reported that it was a successful High Tea, there was some great networking and also received a very positive response on his presentation for MARCIA. There was also discussion at the CAC meeting around issues with staff at the venue not knowing how to use their accessible equipment (ie: issue with lift and Pete’s wheelchair). The discussion then went on to say there is an issue with schools not being aware of how to support a person who has vision impairment.

  **Action:** Deputy Mayor Kelly will write to Education Department to ask for a brief education at schools on vision impaired.

  Tracey also suggested Pete may wish to write to the venue Lighthouse Resort.

6. **10.3.2 Deputy Mayor Brendan Kelly: Rodney Tolley visit and Walkability and Cycling –** Deputy Mayor Kelly reported that the presentation by Rodney Tolley had been very interesting. He raised discussion around accessibility is good for business which included Walkability and Cycling. Deputy Mayor Kelly has discussed this with Mayor Gary Brennan and advised the Mayor has requested a resolution. After much discussion the CAC agreed to the following resolution:

   1. Community Access Committee supports the creation of pedestrian-friendly areas for shopping areas in the City of Bunbury.
2. Community Access Committee supports allocating resources to achieve appropriately designed and constructed pedestrian infrastructure in the City of Bunbury.

**Action:** Staff to work closely with the Planning Department and Engineers.

**Moved:** Margaret Holden  **Seconded:** Andrew McClean

**CARRIED**

9 votes “for”/ nil votes “against”

10.3.3 Directional Signage to marine facilities: Deputy Mayor Kelly reported that he and Monique Warnock are currently looking at accessibility at the new Marina at Koombana Bay. Deputy Mayor Kelly also asked the question – how do we get appropriate directional signage? There was much discussion around Braille and Tactile not being appropriate and it was suggested that maybe ‘audio’ directional signage would be.

The CAC agreed to the following resolution:
The Community Access Committee supports an accessibility audit of the Bunbury Marine facilities design prior to development approval.

**Action:** Deputy Mayor Kelly will write to the Marine Alliance chairperson John Castrilli.

**Moved:** Thomas Blair  **Seconded:** Andrew McClean

**CARRIED**

9 votes “for”/ nil votes “against”

10.3.4 Update of actions from last meeting (see attached minutes) –
All updates are actioned.

10.3.5 Member round table update

Rhonda Alman – gave positive feedback on how very accessible all the walk ways at Marlston (in particular) around the Dome café area.

Expressed concerns over no out of hour’s service available for people who need assistance with their essential equipment such as hoist etc and explained how Pete was unable to contact any organisations to come and assist him when his hoist broke down recently.
Action: City of Bunbury staff to follow up.

Kathryn Hewitt – 1. Would like taxis to have their contact details clearly visible on the front dashboard for people who are vision impaired (maybe on black background with white lettering or in braille).
Action: Deputy Mayor Kelly requested if Kathryn could provide him with best practise guidelines from New Zealand.
2. Suggested having audio announcements on buses for people like her who are vision impaired.
Action: Margaret Holden advised she will pass this request on to the Short on Sight Committee.
Thomas Blair – offered anyone who may be interested he would be happy to give a training session on visibility.
Councillor Murray Cook – 1. Advised he has been looking at accessibility and walkability around Bunbury.
2. Advised the Park Centre is currently working on the issue of making access parking and taxi drop off/pick-ups moved to a more accessible location.
Andrew McClean – raised the issue of taxi rank at the Bunbury Forum is currently at the back of the centre.
Carol Szabo – thanked everyone for inviting her and really enjoyed the meeting.
Donna Stewart – gave positive feedback on the committee and everything that is being done.

11. Applications for Leave of Absence

12. Motions of Which Previous Notice has been given

13. Questions from Members

13.1 Response to Previous Questions from Members taken on Notice

13.2 Questions from Members

14. Urgent Business

15. Date of Next Meeting
Friday 5 June 2015; 1pm – 3pm; City of Bunbury Administration Centre, 4 Stephen Street, Bunbury.
16. Close of Meeting

The meeting was closed by the Presiding Member at 2:50pm.

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<th>Actions Required after Meeting</th>
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<tr>
<td>1. Minutes of meeting to be sent to Council for noting;</td>
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<tr>
<td>2. Items to be raised for Council following requests/recommendations/motions by committee;</td>
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<tr>
<td>3. Any other actions required.</td>
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