



## Disability Access and Inclusion Committee

### Notice of Meeting & Agenda 28 September 2022

#### 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 disability, access and inclusion;*
- 5. To review any reports provided by the Co-Design Access Panel;*
- 6. To advise Council on issues relating to disability, access and inclusion within the City of Bunbury.*

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## **Acknowledgement of Country**

We acknowledge the Traditional Custodians of this land, the Wardandi Noongar people, and pay our respects to Elders past, present and future.

## **Vision**

Bunbury: welcoming and full of opportunities.

## **Organisational Values**

#WEARECOB

### **WE ARE COMMUNITY**

We are one team  
We keep each other safe  
We display empathy and respect  
We have fun and celebrate our successes  
We work together to achieve great outcomes

### **WE ARE OPEN**

We are open to opportunities  
We actively listen and think things through  
We are inclusive and treat everyone equally  
We are honest and open in our communications  
We are open to feedback to improve our performance

### **WE ARE BRAVE**

We lead the change, we own it  
We trust and empower each other  
We have the difficult conversations early  
We hold ourselves to the highest standard  
We have the courage to improve and simplify

## 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 28 September 2022 at 4:00pm.



Signed:  
**Elizabeth Denniss**  
**Manager Community Connection**

### Agenda 28 September 2022

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 Karen Turner	Councillor Representative
Cr Ben Andrew	Councillor Representative
Cr Gabi Ghasseb	Councillor Representative
Cory Crombie	Community Representative
Emily Northcott	Community Representative
Hellen Madzingira	Service Provider Representative - Advocacy WA
Mal Osborne	Chief Executive Officer

*Support Staff:*

<b>Name</b>	<b>Title</b>
Sue Alexander	Community Partnerships Officer - Inclusion
Danika Stevenson	Senior Community Partnerships Officer
Juaini Taylor	Acting Manager Community Connection

**1. Declaration of Opening**

The Presiding Member declared the meeting open at \_\_\_\_\_pm.

**2. Disclaimer**

Not applicable to this committee.

**3. Announcements from the Presiding Member**

**4. Attendances**

**4.1 Apologies**

Elizabeth Denniss will be on annual leave and Juaini Taylor will be attending as Acting Manager Community Connection.

**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

Not applicable.

## 7. Confirmation of Minutes

The Minutes of the meeting of the Disability Access and Inclusion Committee Meeting held 10 August 2022 have been circulated.

### Recommendation

That the Minutes of the Disability Access and Inclusion Committee Meeting held 10 August 2022 be confirmed as a true and correct record.

## 8. Petitions, Presentations and Deputations

### 8.1 Petitions

Nil

## **8.2 Presentations**

Nil

## **8.3 Deputations**

Nil

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

Items are dealt with in the order that they appear.

## 10. Reports

### 10.1 Disability Access and Inclusion Plan 2023-2028 Update

<b>File Ref:</b>	COB/516 and COB/1848
<b>Applicant/Proponent:</b>	Internal
<b>Responsible Officer:</b>	Sue Alexander, Community Partnerships Officer
<b>Responsible Manager:</b>	Elizabeth Denniss, Manager Community Connection
<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 for the Disability Access and Inclusion Committee (DAIC) to receive information on the progression of the development of the Disability Access and Inclusion Plan 2023-2028.

#### Executive Recommendation

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

*Voting Requirement: Simple Majority*

#### Strategic Relevance

Pillar	People
Aspiration	A safe, healthy, and connected community
Outcome 4	A compassionate and inclusive community
Objective 4.1	Listen and respond to community needs at all stages of life
Objective 4.2	Support vulnerable groups, including aged persons and those with disability



## **Regional Impact Statement**

The development of the new City's Disability Access and Inclusion Plan 2023-2028 ensures the City is working towards improved livelihoods for people with disability and create a more welcoming and inclusive community.

## **Background**

It is a requirement of the Disability Services Act (1993) that all local governments develop and implement a Disability Access and Inclusion Plan (DAIP) that outlines the ways in which they will ensure that people with disability have equal access to its facilities and services.

The development of the City of Bunbury's Disability Access and Inclusion Plan 2023-2028 commenced in June 2022 and is due to be completed in April 2023. The project is being developed as per the Department of Communities' Disability Access and Inclusion Plan development framework.

## **Council Policy Compliance**

The DAIC operates under the Council's Code of Conduct.

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 progress of the development of the City's Disability Access and Inclusion Plan 2023-2028 is on schedule and no amendments to timeframes have been made or are recommended.

A summary of the process is outlined in the table below:

Stage	Description	Timing
1	Review of legislation, identify facilities and services, background research and engagement planning	Jun – Aug 2022
2	Deliver engagement and consultation activities	Aug – Sep 2022
3	Collate engagement, confirm internal commitments, policy review and reporting processes	Oct – Nov 2022
4	Develop draft plan, seek feedback and obtain approvals	Dec 2022 – Mar 2023
5	Launch and implementation	Apr 2023

Extensive community consultation occurred during Stage 2 throughout August and September including:

- An online survey for the community to complete structured in an accessible format. This survey will conclude on 30 September 2022.
- Survey stations with printed versions of the online survey were activated in seven different venues throughout the City including City of Bunbury facilities.
- Pop-up sessions which were staffed by the Community Partnerships Officer – Inclusion were also delivered across five venues in Bunbury which raised awareness of the opportunities for the community to engage in the consultation process and offered one-on-one consultation sessions.
- Three consultation workshops were held, including one after hours.
- Three one-on-one consultations occurred with community members via phone and face-to-face.
- Four face-to-face group sessions occurred at peer networks groups, carer support groups, Bunbury Geographe Seniors and Community Centre and a disability support group.

Stage 2 is now complete and Stage 3 will commence in October which focuses on internal engagement.

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

There are no financial or budgetary implications impacting from this report.

### **Community Consultation**

Extensive community consultation occurred during Stage 2 as outlined in the Officer Comments.

### **Councillor/Officer Consultation**

Councillors had the opportunity to provide feedback through the community consultation process.

Officers will be consulted as part of Stage 3.

### **Applicant Consultation**

Not applicable.

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

The DAIP 2023-2028 will be presented to DAIC for endorsement at the next Committee meeting. The report will be presented as a Committee recommendation at the subsequent Ordinary Council Meeting.

## 10.2 Most Accessible Community in WA Awards 2022

<b>File Ref:</b>	COB/3839
<b>Applicant/Proponent:</b>	Internal
<b>Responsible Officer:</b>	Sue Alexander, Community Partnerships Officer
<b>Responsible Manager:</b>	Elizabeth Denniss, Manager Community Connection
<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: Most Accessible Community in Western Australia Awards 2022 Submission

### Summary

The City of Bunbury made a submission for the 2022 Most Accessible Community in Western Australia (MACWA) Awards 2022.

### Executive Recommendation

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

*Voting Requirement: Simple Majority*

### Strategic Relevance

Pillar	People
Aspiration	A safe, healthy, and connected community
Outcome 4	A compassionate and inclusive community
Objective 4.1	Listen and respond to community needs at all stages of life
Objective 4.2	Support vulnerable groups, including aged persons and those with disability

## **Regional Impact Statement**

The Most Accessible Community in Western Australia (MACWA) Awards offer an opportunity to be recognised across the state for achieving excellence in access and inclusion.

## **Background**

The City of Bunbury worked with the Regional Capitals Alliance WA to develop the Most Accessible Community in Western Australia Awards in 2018.

Local Governments are eligible to enter multiple categories.

## **Council Policy Compliance**

The DAIC operates under the Council's Code of Conduct.

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 MACWA Awards are an opportunity for the City to showcase and be recognised for the ongoing commitment the City has made to improve access and inclusion. Nominations can feature projects and initiatives undertaken during between January 2021 and Decembers 2021. The nomination period closed on 15 August 2022.

The City of Bunbury made a submission as a Regional City, highlighting projects in Category 3: Leadership (**attached** at Appendix 1).

Winners will be announced at the WALGA AGM in October 2022.

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

There are no financial or budgetary implications impacting from the recommendations of this report.

### **Community Consultation**

Not applicable.

### **Councillor/Officer Consultation**

Not applicable.

### **Applicant Consultation**

Not applicable.

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

Not applicable.



## **Regional Impact Statement**

The City of Bunbury CoDAP promotes awareness of accessibility and inclusion both with the City of Bunbury and wider region through providing feedback and recommendations that can be implemented into the City's projects and initiatives which can be accessed regionally.

## **Background**

CoDAP was established in 2019 based on the recommendations of the MARCIA report adopted by Council in 2018 (Council Decision 194/18). CoDAP provides access and inclusion advice at the concept and development phase of relevant City of Bunbury projects and has a primary focus on the built environment, parks and open spaces. CoDAP members bring lived experience of disability and industry expertise to the co-design process.

## **Legislative Compliance**

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

## **Officer Comments**

### Communication Boards

Communication Boards have been installed in the Koombana Bay and Big Swamp playgrounds.

### New Members

Due to vacant positions, nominations for CoDAP were open from 4 February 2022 until 31 August 2022 via SmartyGrants. Two applications were received and assessed as being suitable. In addition, an application that was received for the Disability Access and Inclusion Committee was identified as being more suitable to CoDAP and the nominee was offered a position, to which they accepted.

Following this process, the CoDAP now comprises of the following members:

#### *Industry representatives*

- Mohammed Asar – South Regional TAFE
- Emily Northcott – Micah Inclusion



*Community representatives*

- Shane Hewerdine
- Tristian Payne
- Adam Johnson – New
- Chantell Marshall – New
- Carol Szabo – New

**Analysis of Financial and Budget Implications**

There are no financial or budgetary implications impacting from the recommendations of this report.

**Community Consultation**

Not applicable.

**Councillor/Officer Consultation**

Not applicable.

**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**

The next meeting of the DAIC will be 25 January 2022.

## **15. Close of Meeting**

The Presiding Member declared the meeting closed at \_\_\_\_\_pm.