



MINUTES

DISABILITY AND CARERS ADVISORY COMMITTEE 3.30PM MONDAY 10 DECEMBER 2018 COMMITTEE ROOM 1 ADMINISTRATION CENTRE

1.0 OPENING OF MEETING

- 1.1 Senior and Disability Officer opened the meeting at 3.35pm and welcomed attendees.

2.0 ATTENDANCE AND APOLOGIES

2.1

Members:

Justin O'Meara Smith	Presiding Member - Representative organisation providing services – arrived 3.45pm
Michelle Baines	Deputy Presiding Member – Community representative arrived - 3.40pm
Peter Thorpe	Community representative
Cr. Lesley Boyd	Councillor Delegate
Michael Serjeant	Community representative
Peter Bolden	Community representative

Staff:

Darren Jones	Manager Community Development (MCD)
Nadine Popelier	Coordinator Community Services (CCS)
Leah Matthes	Senior and Disability Officer (S&DO)

Visitors:

Tracey Van Niekerk	Coordinator Website Development
Nic Daxter	Leisure Planning Project Manager

Apologies

Evan Williams	Representative organisation providing services
Daniel Baines	Community representative

3.0 CONFIRMATION OF MINUTES

- 3.1 That the minutes of the Disability and Carers Advisory Committee (DACAC) held on 8 October 2018 as published and circulated, are confirmed as a true and accurate record of the proceedings.

Moved: **Michelle Baines**
 Seconded: **Peter Thorpe**
 Vote: **Carried 6/0**

4.0 DISCLOSURE OF INTERESTS

4.1 Disclosure of Financial and Proximity Interests:

- a) Members must disclose the nature of their interest in matters to be discussed at the meeting. (Section 5.65 of the *Local Government Act 1995*)
- b) Employees must disclose the nature of their interest in reports or advice when giving the report or advice to the meeting. (Section 5.7 of the *Local Government Act 1995*)

4.2 Disclosure of Interest Affecting Impartiality

- a) Members and staff must disclose their interests in matters to be discussed at the meeting in respect of which the member or employee has given or will give advice.

5.0 CORRESPONDENCE

Nil

6.0 ITEMS FOR COMMITTEE CONSIDERATION

6.1 Redevelopment of Website

Presentation by Coordinator Website Development – Tracey Van Niekerk

The City is now well underway with the website redevelopment. As part of this development process, a key focus has been put on accessibility.

The City will undergo an independent, dedicated accessibility testing period and audit with WebKeyIT as part of the website redevelopment project.

Other tools being incorporated into the new website are the continued use of ReadSpeaker, links for the community to utilise the TIS National Service (Translating and Interpreting Service) and National Relay Service. Landing pages will provide language support to community members where English is not the primary language.

Early in 2019 the City will engage community members to be part of the user testing phase to obtain feedback on how the website works when performing task-orientated objectives. Committee members who wish to participate in the testing are requested to contact the Senior and Disability Officer to register their interest.

<p>Action: The Committee notes the information and members provide expressions of interest to Senior and Disability Officer.</p>

6.2 **Community Facilities Plan**

Presentation by Leisure Planning Project Manager – Nic Daxter

The Community Facilities Plan will guide the future provision of community facilities within the City of Kalamunda. The plan will have a life of 20 years from 2019 to 2039 and will align to State Government Policy.

The plan considers:

- The needs of the broader community in both a local and city-wide context
- Identifies any facility provision gaps; and
- Reviews the existing community, sport and recreation opportunities within the City

This will identify the current standard and future requirements of sport, recreation and community facilities with the City. The plan will outline how these requirements should be provided in the most affordable, achievable and sustainable way possible.

The City hosted four workshops in November 2018 for community members. The Disability and Carers Advisory Committee members are invited to provide feedback, through the online community engagement portal by the end of the public comment period which closes on 18 December 2018.

All consultation will be collated to inform the first draft of the Community facilities Plan 2019 – 2039. Subject to Council support, a draft Community Facilities Plan 2019 – 2039 will be advertised to the public for comment mid-year 2019. The community feedback will then be collated and considered by Council as part of the final Community Facilities Plan.

An email containing copies of the survey will be forwarded to committee members from the Leisure Planning Project Manager.

Action: The Committee notes the information and provides feedback via survey form.

6.3 **Disability Awareness Week/International Day of People with Disability**

All Abilities Online Community Forum is an online area which provides a platform for carers and people with disability to share their tips, knowledge and insight into all things accessible in the local area. This platform allows people to share their stories, mark local spots via the map and ask questions to members. All members are encouraged to contribute stories or information to the forum.

The All Abilities Online Community Forum information has been added to the front page of the City's website, for easier access.
A big thank you to those who have already contributed to the discussion.

Action: The Committee notes the information and members contribute to the All Abilities Online Community Forum.

6.4 Changing Places Report

Staff delivered a report on Changing Places. (See attached)

Changing Places are secure, clean facilities for people with disability who need space and assistance to use the bathroom when out and about in the community. Changing Places are locked using the Master Locksmith Access Key (MLAK) key system. Using this system helps keep the Changing Places network secure, safe and reserved for people who need them, while still allowing people with disability 24/7 access.

Changing Places facilities may be used by:

- People with disability who require assistance with personal care tasks such as toileting showering or changing continence products or clothing
- Family, friends and carers of the person/s with disability who assist the person/s with personal care tasks
- Paid support workers who have a client who requires assistance with personal care tasks
- Disability services organisations whose staff accompany clients that require assistance with personal care tasks in the community
- The unpaid carers, family or friends of people who require assistance with personal care tasks
- Others approved on a case by case basis by the Local Government or owner of the facility

Justin advised that NDS in Northbridge has a Changing Place which is accessible during business hours.

The committee suggested that the City of Kalamunda liaise with Department of Transport to consider including a Changing Place in the train station design at Forrestfield North.

Action: The Committee notes the information.

Action: Staff to liaise with Department of Transport to consider inclusion of a Changing Place at Forrestfield North.

7.0 URGENT BUSINESS WITH THE APPROVAL OF THE PRESIDING MEMBER**7.1 Appreciation**

- Members of the DACAC extended appreciation to staff for the work undertaken to improve access in the City of Kalamunda.
- DACAC also thanked the Public Relations team for their great improvement in community engagement through the online engagement portal and Facebook.

No further action

7.2 Kalamunda Heritage Trail – sale for residential development

- The WA Planning Commission has agreed to put the sale of lots on Schmitt Road in Kalamunda on hold while it negotiates the alignment of the Kalamunda Heritage Trail with the City of Kalamunda.
- Justin O’Meara Smith enquired whether the DACAC should write to the WA Planning Commission requesting that the portion of the Kalamunda Heritage Trail adjacent to Schmitt Road be retained and not sold for housing development.

Action: City staff will establish whether it would be desirable for the DACAC to write to the WA Planning Commission

8.0 DATE OF NEXT MEETING

The next DACAC meeting will be held at 3.30pm on 11 February 2019 in Committee Room 1 at the City’s Administration Building, 2 Railway Road, Kalamunda.

9.0 CLOSURE

The Presiding Member closed the meeting at 5.00pm

I confirm these Minutes to be a true and accurate record of the proceedings of this meeting.

Signed: Presiding Member

Dated this Day of2019