



Town of Cottesloe

I hereby certify that the minutes of the Disability Services Advisory
Committee meeting held on

Tuesday, 11 June 2019

were confirmed as a true and accurate record by committee
resolution.

Signed:

A handwritten signature in blue ink, appearing to read 'B. Spence'.

Presiding Member

Date:

13/8/19

TOWN OF COTTESLOE



DISABILITY SERVICES ADVISORY COMMITTEE MEETING

MINUTES

DISABILITY SERVICES ADVISORY COMMITTEE MEETING
HELD IN THE
Lady Lawley Cottage
8 Gibney Street, Cottesloe
10:30am Tuesday, 11 June 2019

MAT HUMFREY
Chief Executive Officer

11 June 2019

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Agenda and minutes are available on the Town's website www.cottesloe.wa.gov.au

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1 DECLARATION OF MEETING OPENING/ANNOUNCEMENT OF VISITORS

The Presiding Member announced the meeting opened at 10:41am.

2 DISCLAIMER

The Presiding Member drew attention to the Town's Disclaimer.

3 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

The Presiding Member announced that the meeting is being recorded, solely for the purpose of confirming the correctness of the Minutes.

4 ATTENDANCE**Members**

Cr Helen Sadler	Presiding Member, Elected Member
Ms Karena Sherrif	SHINE Community Services
Ms Joanne Downey	Lady Lawley Cottage
Mr Chris Wiggins	Committee Member (left the meeting at 11:30am)

Officers

Ms Jodee Harley	Community Development Officer
Mr Kevin Truscott	Project Manager
Ms Ann-Marie Donkin	Governance Officer

Visitors

Ms Aoife Field	Senior Manager, Lady Lawley Cottage
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Apologies

Ms Hilary Rumley	Committee Member
Ms Ellen Robinson	Committee Member
Mr Gary Bird	Deputy Chief Executive Officer
Mr Shaun Kan	Manager Engineering Services

5 DECLARATION OF INTERESTS

Nil

6 CONFIRMATION OF MINUTES**COMMITTEE RESOLUTION**

Moved Cr Sadler Seconded Ms Downey

The Minutes of the meeting of the Disability Services Advisory Committee held on 12 March 2019 be confirmed as a true and accurate record.

Carried 4/0

7 PRESENTATIONS

Nil

8 REPORTS**8.1 REPORTS OF OFFICERS****8.1.1 COMMUNITY DEVELOPMENT OFFICER UPDATE**

Attachments: Nil

- **Lighthouse Project**

Ms Jodee Harley advised the following:

- Attending the Lighthouse Project Workshop – Dept. of Communities;
 - How to make a workplace disability friendly
 - Presentations from Disability Employment Service Providers
- Lighthouse Grant Program 2019;
 - \$10k with a Local Government contribution of 20%
 - Funding disability awareness training or engaging the wider business community on community disability employment
 - Education aimed at making businesses more user friendly with a focus on employment – employing people with disability
 - Funding is not for the provision of physical access but could possibly fund an accessibility audit
 - Opens in the next month or two

The committee discussed how to gain interest and encourage local businesses to undertake training. Future need to look at how businesses can improve their capacity to improve access for customers and to potentially employ people with a disability.

- **DAIP 2018/19 Progress Report**

Ms Jodee Harley advised the following:

- Disability Access and Inclusion Plan report is in draft and due to the department 1 July 2019
- Report will only include new items for the Town 2018/19 such as;
 - Universal Access pathways on the Foreshore
 - Carols by Candlelight, AUSLAN interpreter
 - 2 new ACROD Bays outside Barchetta's
 - Community Access page on the Town's website

- **Inclusive Volunteering Workshop**

Ms Jodee Harley advised the following:

- Equal Consultants to hold 2 Volunteers Workshops with one at the Town of Cottesloe

- The Volunteers Workshops will cover disability awareness training
- Targeting Club Managers – how to make the clubs more inclusive for volunteers with a disability

The committee discussed this item and agreed that the Town should work with Equal Consultants to find a Cottesloe club to host one of the workshops.

8.2 ITEMS FOR DISCUSSION

8.2.1 ACCESS AUDIT OF RETAIL BUSINESS WITHIN THE TOWN OF COTTESLOE

Attachments: Nil

This item was requested for discussion and presented by Cr Sadler.

This item was about accessibility to Cottesloe businesses and how to ensure that businesses are accessible to people with disability. The committee discussed at length undertaking an audit of Cottesloe businesses with the following points being made:

- Retro fitting has difficulties – door widths
- Consideration of access aids like ramps – gradients, door widths, automatic doors
- Good idea but has challenges – need to determine the extent of the audit
- Opportunity to engage with PROCOTT
- Improved access providing opportunities for both business and the community

Examples of Shop Ramps:









8.2.2 ACROD BAYS

Attachments: Nil

This item was requested for discussion by Cr Sadler

ACROD Bays

- Cottesloe Coastcare Nature Walk
- Cottesloe Tennis Club

The committee discussed the existing ACROD bays at length noting there was a definite need for more bays at SHINE Community Services as well as assessing the current bay's location and functionality for users.

A need was identified for new bays to be installed at the Cottesloe Tennis Club, Seaview Community Kindergarten and the new Coastcare Nature Walk in South Cottesloe.

COMMITTEE RECOMMENDATION

Moved Mr Wiggins Seconded Ms Downey

The Disability Services Advisory Committee recommend to Council that funds be provided to upgrade or install the following ACROD bays as listed below in order of priority:

- 1. IGA – Eric Street**
- 2. Vlamingh Memorial, new Coastcare Nature Walk – Marine Parade**
- 3. SHINE Community Services – Forrest Street**
- 4. Cottesloe Tennis Club – Napier Street**
- 5. Seaview Community Kindergarten – Jarrad Street.**

Carried 4/0

8.2.3 PRIORITY AREAS 2019/20

Attachments: Nil

- Increase membership of Disability Services Advisory Committee
- Beach matting
- Signage
- Upgrade of ACROD bays
- Beach Wheelchair lockers
- Cottesloe access map/video
- Unisex accessible toilet near Cottesloe Beach
- Disability Awareness Week activities
- Disability Traineeship
- Most Accessible Business Awards

Cr Sadler introduced this item explaining that due to an absence of quorum for the April workshop it did not go ahead, because of this a priority list for 2019/20 was developed from the Disability Access and Inclusion Plan by Cr Sadler and the administration with the committee's objectives in mind.

Cr Sadler advised the 'Most Accessible Business Awards' would come to the committee as a separate item for discussion in the coming months.

The committee discussed increasing membership of the Disability Services Advisory Committee at length;

- Seek to gain interest from other similar organisations within Cottesloe
- Look at ways of engaging with those in the community that deal with accessibility issues due to a disability
- Potential to build a stakeholder database of people who want to be involved in solving issues but not necessarily want to be part of a committee

Cr Sadler also advised that should the Budget be adopted money has been set aside for upgrades to ACROD bays; a Traineeship for someone from the Town of Cottesloe with a disability; and potentially beach matting to improve accessibility at the groin.

Mr Wiggins left the meeting at 11:30am

Community Development Officer Ms Jodee Harley spoke about the need for people with disability knowing how to find their way around Cottesloe. The committee discussed investigating the development of Cottesloe access map/video with the City of Bunbury highlighted as a starting point with reference to their initiative MARCIA.

8.2.4 ACTION LIST

Attachments: **8.2.4(a) Disability Services Advisory Committee Action List**

The Action List was discussed briefly.

9 GENERAL BUSINESS

9.1 COMMITTEE MEMBERS

Nil

9.2 OFFICERS

Nil

10 MEETING CLOSED TO PUBLIC

10.1 MATTERS FOR WHICH THE MEETING MAY BE CLOSED

Nil

11 NEXT MEETING

The next meeting is scheduled to be held on 13 August 2019.

12 MEETING CLOSURE

The Presiding Member announced the closure of the meeting at 11:40am.