

# TOWN OF COTTESLOE



## UNIVERSAL ACCESS AND INCLUSION COMMUNITY REFERENCE GROUP MEETING NOTES

Universal Access and Inclusion Reference Group Meeting  
War Memorial Hall, Cottesloe Civic Centre, 109 Broome Street, Cottesloe  
and via Microsoft Teams  
10:00am – 11:30am Tuesday, 29 March 2022

A handwritten signature in blue ink, appearing to read 'Matthew Scott', is written over a light blue horizontal line.

Matthew Scott  
Chief Executive Officer  
9 June 2022

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**1 DECLARATION OF MEETING OPENING/ANNOUNCEMENT OF VISITORS**

Ms Harley declared the meeting open at 10.05am and welcomed all members.

**2 DISCLAIMER**

Ms Harley referred to the Disclaimer on the inside of the cover page.

**3 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION**

3.1 Ms Harley explained that this is the first meeting held following the Council elections in 2021 and that the group need to appoint a Presiding Member.

Ms Harley called for nominations for the position of Presiding Member. Cr Sadler self-nominated. There were no other nominations.

Ms Harley declared Cr Sadler elected as Presiding Member (unopposed).

3.2 Cr Sadler assumed the Chair at 10.07am.

Cr Sadler welcomed all members and begun by acknowledging the Whadjuk Nyoongar people, Traditional Custodians of the land on which we meet today, and paid respects to their Elders past and present.

Cr Sadler outlined that the Town of Cottesloe (Town) has a Disability Access and Inclusion Plan, which calls for a reference group to oversee the implementation of the plan. A primary function for this group is to prioritise initiatives from the Plan and drive recommendations to Council for resources to be allocated accordingly.

Cr Sadler noted that key outcomes include the provision or upgrade of many ACROD parking bays and wheelchair beach access, as well as progress towards universal beach access.

This meeting and anticipated correspondence following is important to influence the allocation of resources for the budget.

**4 ATTENDANCE****Members**

Cr Helen Sadler	Presiding Member, Elected Member
Mr Chris Wiggins	Committee Representative
Ms Ellen Robinson	Committee Representative
Ms Ella Fitzpatrick	Community Representative

**Officers**

Mr Shaun Kan	Director Engineering Services
Ms Jodee Harley	Community Development Officer
Ms Kate Saunders	Executive Services Officer

**Service Providers**

Mr Christopher Barty      Mission Australia (NDIS Partner) (via Teams from 10.30am)  
Paula Jones                  Curtin Heritage Living (Wearne) (via Teams)  
Ms Jenelle Macri          WA Foundation for Deaf Children (via Teams)  
*Ms Macri was prevented from actively participating in the meeting due to technical issues viewing the interpreters via Microsoft Teams.*  
Mike – Auslan interpreter  
Chelsea - Auslan interpreter

**Apologies**

Ms Katrina Porter OAM      Community Representative  
Ms El Bennett                SHINE Community Services  
Mr Shane Collie              Director Corporate & Community Services  
Ms Patricia Alessi          Community Representative

All attendees introduced themselves.

**5      DECLARATION OF INTERESTS**

There were no conflicts of interest declared.

**6      ATTACHMENTS**

**6.1    Universal Access and Inclusion Community Reference Group meeting Minutes/Notes for 31 August 2021.**

**6.2    Town of Cottesloe Disability Access and Inclusion Plan (DAIP) 2018 – 2023.**

**6.3    Universal Access and Inclusion Community Reference Group Charter.**

**7      ENGINEERING UPDATE**

At 10.17am Ms Macri joined the meeting.

Activities reflect - DAIP Outcome 2: Buildings and Facilities.

7.1    Mr Kan shared with the group that there will be two new ACROD bays installed directly in front of Indiana's and one in the Forrest Street carpark will be upgraded within the next few months.

**8      ITEMS FOR DISCUSSION****8.1    Annual Town of Cottesloe budget process**

8.1.1   Ms Harley highlighted that the group needs to prioritise initiatives from the DAIP to be included in the 2022/23 budget prior to 29 April 2022.

## 8.2 2022/2023 Priorities

### DAIP Outcome 1: Services and Events

- Town of Cottesloe annual events

### DAIP Outcome 3: Information and Communication

- Cottesloe Civic Centre Access Map
- Beach Wheelchair booking system

### DAIP Outcome 4: Service Quality

- Disability Awareness Training

Other DAIP Outcome areas identified by the group, if put forward.

8.2.1 Mr Kan explained that the beach mat is not viable and may not be the best solution to provide beach access. A universal access ramp is an alternative being explored, which can reduce the risk of winds moving sand, encumbering mats and preventing access; the cost is expected to be received within the month.

8.2.2 Ms Harley explained that she had reviewed the DAIP and proposes the list of outcome areas provided in the agenda could form the priorities from next financial year. The group discussed access gaps and prioritised projects. Mr Barty noted that Holdfast Bay, South Australia have recently completed a comprehensive beach access program which may assist.

**Cr Sadler moved a motion that Council APPROVES 2022/23 budget allocations for Disability Access and Inclusion Plan deliverables, as prioritised below:**

- A. Beach access at the Groyne, Cottesloe's main beach.**
- B. Preparation and graphic design of a Civic Centre Access Map.**
- C. Improved access to the beach wheelchairs for hiring parties. i.e. A lock box to the storage area or as required.**
- D. Auslan interpreters for Universal Access and Inclusion meetings.**
- E. Auslan interpreters for major Town of Cottesloe events.**
- F. A second ACCROD bay at the Groyne.**

**Moved Cr Sadler**

**Seconded**

**Ms Robinson**

At 10.50am Ms Macri left the meeting with technological issues. Cr Sadler stressed that we value the participation of Ms Macri and seek to ensure appropriate access is provided at future meetings.

## 9 SERVICE PROVIDER UPDATES

**9.1 WA Foundation for Deaf Children – update not provided in the meeting.**

## 9.2 Mission Australia

Mr Barty outlined the Mission Australia Community Access and Inclusion Survey is open. This survey links with the Australian Disability Strategy, which informs policy and is designed to understand needs at a local level. Mr Barty intends to share findings with the group.

*Item 10.1 was discussed next due to members needing to depart the meeting at 11.00am.*

## 9.3 Curtin Heritage Living (Wearne) – update not provided in the meeting.

# 10 GENERAL BUSINESS

## 10.1 Planning for Access and Developer Contributions

Mr Wiggins suggested that Council request support from the developers of Indiana to improve access, with the area around the Ocean Beach Hotel to be a focus. The development of Cottesloe needs to be approached with the aspiration to create a world class community.

The group confirmed that they are advocating for improved universal access and inclusion within the Town for residents, community groups, service providers, visitors and tourists.

Cr Sadler outlined that the Council has commenced discussions and work in relation to Developer Contributions for the entire Town, with universal access and inclusion being a key area to be added for consideration by Council.

Mr Barty left the meeting at 10.59am.

Ms Jones left the meeting at 11.00am.

The tools which can inform the planning and developer contributions include:

- Disability Access and Inclusion Plan; and
- Public Open Space Strategy.

Cr Sadler discussed how Outcome 2 of the Town's DAIP, "People with disability have the same opportunities as other people to access the buildings and other facilities of the Town of Cottesloe," can be strategically addressed through integration into the Local Planning Strategy and Scheme.

Mr Wiggins left the meeting at 11.05am.

**11 NEXT MEETING**

The next meeting is to be scheduled for 9.30am at the end of May, in the War Memorial Hall to allow for appropriate social distancing.

Cr Sadler noted that all members are invited to put forward agenda items to Cr Sadler and Mr Harley as they arise.

**12 MEETING CLOSURE**

The meeting closed at 11.09am.

**13 ACTIONS ARISING FROM THE MEETING**

<b>Responsible Officer</b>	<b>Action item</b>
<b>JH</b>	1. Circulate a list of DAIP projects proposed to be included in the 2022/23 budget to the group for feedback.
<b>JH</b>	2. Explore how other Council's manage Beach Wheelchair access.
<b>All</b>	3. Members are encouraged to complete Mission Australia's Community Access and Inclusion survey and promote to their networks.
<b>CB, JP, JM</b>	4. Service providers have the option to circulate their updates via email, due to members departing the meeting prior to the opportunity.
<b>SK</b>	5. Administration is requested to investigate the appropriate Disability Access and Inclusion project items, costings and timings to be proposed for incorporation in the Town of Cottesloe's Developer Contributions Plan.
<b>Freya Ayliffe</b>	6. Administration is to consider a submission to the State Administrative Tribunal to encourage access and inclusion provision for developments in their jurisdiction to extend beyond legislative minimums; an additional portion of hotel/ short-stay accommodation per development application, plus the architectural and interior design brief encouraged to provide for universal access.
<b>Freya Ayliffe</b>	7. Administration is requested to explore how universal access and inclusion can be enhanced through its integration into the Local Planning Strategy and Scheme.
<b>KS</b>	8. Invite Freya Ayliffe to attend a future meeting to discuss possibilities to enhance universal access and inclusion through the Local Planning Strategy and Scheme.