



TOWN OF  
VICTORIA PARK



Access and Inclusion  
Advisory Group  
Notes – 13 December 2023



**WE'RE OPEN**  
**VIC PARK**

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## 1 Opening

### Acknowledgement of country

*Ngany kaaditj Noongar moort keny kaadak nidja Wadjak Noongar boodja. Ngany kaaditj nidja Noongar birdiya – koora, ye-ye, boorda, baalapiny moorditj Noongar kaaditjin, moort, wer boodja ye-ye.*

I acknowledge the traditional custodians of this land and respect past, present and emerging leaders, their continuing cultural heritage, beliefs and relationship with the land, which continues to be important today.

## 2 Attendance

### **Access and Inclusion Advisory Group Members**

David Vosnacos (Chair)  
Petrina Scott (Deputy Chair)  
Conor Mahady  
Ingrid Moore  
Sally Willmott  
Shirley Barnes  
Cr Claire Anderson  
Cr Lindsay Miles  
Cr Sky Croeser

### **Manager Community**

Paul Gravett

### **Coordinator Community Development**

Annie Withrow

### **Meeting secretary**

Annie Withrow

### **Presenters**

#### **Strategic Projects Manager**

Rizwan Check

### **Apologies**

#### **Community Development Officer**

#### **Access and Inclusion Advisory Group Members**

Rahul Ramabhadran  
Asile Wong  
Ian Tsolakis  
Merilyn Adamson  
Pauline Wetternhall

## 3 Presentations

### 3.1 Archer Mint Street Update

<b>Time</b>	25 min
<b>Presenter</b>	Strategic Projects Manager
<b>Attachments</b>	Nil

#### Purpose of the item

Strategic Projects Manager to give the group an update on the Archer Mint Street issues identified at the last meeting, including:

- No longer a clear delineation for where foot path ends and where street begins, no kerbs to notify vision impaired people that level is about to change
- The refuge median is the same level as the road
- Tactile markers are not consistent which could be problematic for vision impaired people
- Has a DDA been done, if not is one necessary?

An accessibility audit is underway for the streetscape works between Planet and Bishopsgate and will address the issues mentioned above.

A presentation will be provided at the meeting to update the group regarding the issues mentioned above. Additionally, the project manager will seek feedback regarding recommendations to improve pedestrian accessibility between the Thai Restaurant and the Pharmacy.

#### Outcome

Strategic Projects Manager to answer questions and seek feedback from the group.

Presentation of the Archer Mint streetscape audit for section between Planet St and Bishopsgate St.

#### Strategic outcomes

Civic Leadership	
Community Priority	Intended public value outcome or impact
CL2 - Communication and engagement with the community.	Engagement with various groups such as schools, local businesses, and community to improve access to the Town.

Social	
Community Priority	Intended public value outcome or impact
S1 – Helping people feel safe.	Ensure public places are safe for all community members.

#### Outcome

Strategic Project Manager gave update on the Archer Mint Street ongoing works, including an accessibility audit. Officers are in the process of reviewing the following recommendations.

- **Issue:** Pedestrian crossing between Thai restaurant and Pharmacy. **Recommendations:** Install street furniture such as planter box, look at additional signage, plan construction of next stage (FY24/25).

- **Issue:** Non-compliance Tactile Ground Surface Indicator (TGSi). **Recommendations:** Extend directional TGSi to building line and footpath, replace 30mm to 600mm TGSi, warning TSI to be 600 x 600 ending directional TGSi
- **Issue:** Location of street furniture impeding the path of travel. **Recommendations:** Relocate benches away from principal path of travel.
- **Issue:** TSGI Parallel Parking bays and roadways non-compliance. **Recommendation:** Install 600-800 warning TGSi and set back at 300mm along bays and roadway.

Next Steps:

- Prioritise recommendations based on compliance, with an implementation plan.
- Plans and cost estimates to be prepared in January 2024.
- Additional funding required via the Town mid-year budget review.
- Update to the group.

Feedback given to Strategic Projects Manager regarding roadworks on Albany Highway.

## Actions

Strategic Projects Manager to provide update to the group on progress of Archer Mint Street at the next meeting in the new year.

## 4 Items for discussion

### 4.1 Adopt New Terms of Reference

<b>Reporting officer</b>	Coordinator Community Development
<b>Origin of request</b>	Policy 101 Governance of Council Advisory and Working Groups
<b>Attachments</b>	<ol style="list-style-type: none"> <li>1. Policy-101- Governance-of- Council- Advisory-and- Working- Groups [4.1.1 - 7 pages]</li> <li>2. 2023.12 Clean Version - Access and Inclusion Advisory Group Terms of Reference [4.1.2 - 3 pages]</li> <li>3. 2023.12 Changes Marked - Access and Inclusion Advisory Group Terms of Reference [4.1.3 - 3 pages]</li> </ol>

### Purpose of the item

To include the new members of the Access and Inclusion Advisory Group in the Terms of Reference.

### Outcome

Terms of Reference are agreed and adopted by the Access and Inclusion Advisory Group.

### Discussion points

Review of the Terms of Reference document (changes marked are to align with template in Policy 101).  
Next public expression of interest opportunity for community members to fill vacancies will be approximately October 2024.

### Strategic outcomes

Civic Leadership	
Community Priority	Intended public value outcome or impact
CL3 - Accountability and good governance.	The Town practices good governance in an aligned approach to Advisory Groups.

### Next steps

The Terms of Reference must go to Council within 3 months for adoption.

### Further information

Nil.

### Outcome

The group agreed to the Terms of Reference.

The group emphasised the importance of balance between community members representing organisations and people with lived experience on the group. Officers advised this would be part of the panel assessment rubric for expression of interests.

## Actions

Group's Terms of Reference to be presented to council within 3 months.



## 4.2 Access and Inclusion Updates

<b>Reporting officer</b>	Coordinator Community Development
<b>Origin of request</b>	Council resolution
<b>Attachments</b>	4. 03451 Annual Report 22-23 single pages [4.2.1 - 54 pages]

### Purpose of the item

Update on Access and Inclusion Plan implementation and progress.

### Outcome

Inform the group on Access and Inclusion actions and initiatives.

### Discussion points

- Access and Inclusion Plan 2022-2027 progress
- Access, Inclusion and Diversity updates
  - IDPwD
- Priority Area updates
  - Employment (Manager People and Culture)
  - Access to Information (Manager Stakeholder Relations): Annual Report 22/23 (*Attachment 4*), Community Engagement project, Website 6 months on.

### Strategic outcomes

<b>Civic Leadership</b>	
Community Priority	Intended public value outcome or impact
CL2 - Communication and engagement with the community.	Provide the group with information on the Access and Inclusion implementation progress.

<b>Social</b>	
Community Priority	Intended public value outcome or impact
S3 - Facilitating an inclusive community that celebrates diversity.	Empower the community to be engaged and confident in acknowledging and celebrating diversity.

### Next steps

Continue to bring updates of projects and initiatives in the Town to the group for discussion.

### Further information

Nil.

## Outcome

- Update given on Access and Inclusion Plan 2022-2027 progress in quarter 2 of this financial year.
  - Town has instituted mandatory disability training from an organisation called Disability Awareness, promote disability awareness amongst Town staff.
  - Group member inquired if Elected Members (EMs) could complete the disability training. Town officers to request Governance circulate disability training to EMs.
  - Arranged for Auslan interpreter to be present at the Mackie St Choir Christmas Carols, to be inclusive and to tie into the International Day of People with Disability (IDPwD) held on 3 December 2023. Great feedback from community about the interpreter.
  - Ongoing conversations around a quiet sensory space at the Town and the need to continue to prioritise accessibility at Town events.
  - Potential for workshop with City of Perth (CoP) Access and Inclusion Advisory Group (AIAG), facilitated by the Causeway Link Alliance, to discuss the Causeway pedestrian and cycleway bridges. CoP identified several opportunities for improvement but want to collaborate to improve the accessibility aspects of the bridge.
- Access, Inclusion and Diversity updates
  - Significant date update given, including Seniors Week and International Day of People with Disability.
  - Inclusion Officer update was provided.
- Priority Area updates
  - Employment – Manager People and Culture
    - The town has identified 4 positions for direct disability recruitment.
    - Recruitment is soon to commence for two other positions at the Town, these are likely to be customer service roles.
    - A new Equal Employment Opportunity (EEO) plan has been developed and endorsed by the C-Suite with final approval to take place on 14 December 2023.
    - Query from group member: Does the Town use Dylan Alcott's website for advertising jobs? Officers to inquire with Manager People and Culture and circulate answer.
  - Access to Information: Manager Stakeholder Relations provided update on Annual Report 22/23 (*Attachment 4*):
    - Emphasised Town commitment to Diversity.
    - Feedback from the group provided:
    - Comment that size 12 font should be standard.
    - Comment to change gender icon to move away from binary imagery.
    - Comment to capitalise first letter of diversity areas.
    - Comment to change font on CEO photo to improve contrast.
    - Avoid all caps.
    - Recommendation for a HTML and PDF accessibility check.
    - Praise given to Town staff for accessibility components of annual report.

## Actions

- Officers to inquire with Manager People and Culture if the Town uses Dylan Alcott's website to advertise jobs, then circulate answer to the group.
- Town officers to request Governance circulate disability training to EMs.

## 5 General business

- Edward Millen plans are out for [public consultation](#) until 14 January 2024. Plans show cavity space for elevator, however there are no plans for Blackoak to be funding a lift. Group members encouraged to give feedback on these plans. Officer to include link to feedback in minutes and in body of email.
- Comments made that an access point exists within Jirdarup Bushlands, but path is not suitable for people with mobility aids. Noted importance of advocating to council to look at feasibility of improving the path. Town officers to complete a presentation on options for making paths more accessible.
- Potential business relationship with Vision Australia (employer of Chair) and Friends of Jirdarup Bushlands – conflict of interest declared.
- Discussion about the potential for softfall in John MacMillan Park. Currently there are wood chips, which are not very accessible for people with mobility aids. Concern raised about the use of plastic in softfall as a solution. Town officers to have conversations with Operations team regarding accessibility and environmental impacts of playground design, suggesting an access audit. Present solutions to the group and provide update to EMs with portal post.

## Actions

- Town officers to include link to Edward Millen house public consultation in minutes and via email to the group.
- Town officers to complete a presentation on options for making Jirdarup Bushland paths more accessible.
- Town officers to have conversations with Operations team regarding accessibility and environmental impacts of John Macmillan playground design, suggesting an access audit. Present solutions to the group and provide update to EMs with portal post.

## 6 Actions from previous meetings

Action	Responsible Officer	Status/Comment	Close Date
Town officers to have conversations with Operations team regarding accessibility and environmental impacts of John MacMillan playground design, suggesting an access audit. Present solutions to the group and provide update to EMs with portal post.	Coordinator Community Development		June 2024
Town officers to complete a presentation on options for making paths in Jirdarup Bushlands more accessible.	Coordinator Community Development		June 2024
Town officers to include link to Edward Millen house public consultation in minutes and via email to the group.	Coordinator Community Development	Completed	March 2024
Town officers to request Governance circulate disability training to EMs.	Coordinator Community Development	In Progress	March 2024
Query from group member: Does the Town use Dylan Alcott's website for advertising jobs? Officers to inquire with Manager People and Culture and circulate answer.	Coordinator Community Development		March 2024
Group's Terms of Reference to be presented to council within 3 months.	Coordinator Community Development		March 2024
Strategic Projects Manager to provide update to the group on progress of Archer Mint Street at the next meeting in the new year.	Strategic Projects Manager		April 2024
Manager People and Culture will continue to bring updates to group meetings.	Manager People and Culture	Standing agenda item	December 2023

## 7 Close

Meeting closed at 6.21pm