



TOWN OF
VICTORIA PARK



Access and Inclusion
Advisory Group
Notes – 27 March 2024



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)
Asile Wong
Marilyn Adamson
Cr Claire Anderson
Cr Sky Croeser

Manager Community

Coordinator Community Development

Paul Gravett
Annie Withrow

Presenters

Strategic Projects Manager

Human Resources Advisor

Coord Strategic Planning & Economic Development

Rizwan Check
Shenay Cadd
Jack Hobbs

Apologies

Access and Inclusion Advisory Group Members

Cr Lindsay Miles
Conor Mahadi
Ingrid Moore
Ian Tsolakis
Sally Willmott
Shirley Barnes
Pauline Wetternhall
Rahul Ramabhadran
Roz Ellis

Community Development Officer – Inclusion

Manager Stakeholder Relations

3 Presentations

3.1 Archer Mint Street Update

Time	25 minutes
Presenter	Strategic Projects Manager
Attachments	Nil

Purpose of the item

An accessibility audit was completed in January on the Archer streetscape works completed in December 2022 between Planet St and Bishopsgate St. To address concerns regarding lack of tactual and visual cues, the consultant provided a list of prioritised recommendations.

An accessibility improvement plan is currently being prepared based on the high priority recommendations which are:

- Extend/modify TGSI to building line to improve wayfinding and redirect pedestrians to nearest crossing points.
- Relocate street furniture to ensure continuous path of travel
- Construct a pedestrian crossing between the Thai restaurant and the Pharmacy
- Implement strategies for a slow speed environment with a creation of a 40 Kmh precinct

Outcome

Strategic Projects Manager to present the accessibility improvement plan before construction

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

- Audit undertaken for works completed in 2022.
- Audit focused on wayfinding, accessibility for people crossing the road, location of street furniture and the specific crossing between Thai restaurant and the pharmacy.
- Increased width of crossings.
- Valuable lessons learned for future delivery of streetscapes.
- Feedback has been received about moving the ACROD bay closer to pharmacy and shops.
- ACROD bay considerations: think about how passengers exit the vehicle, i.e. from driver, passenger, rear. Consider offsetting the bay from the road.
- Consider arm rests for seat design in furnishings.
- Town is engaging architect in the next few weeks.

- Discussion about different uses of ACROD bays

Actions

- Strategic Project Manager to investigate occupancy rates for ACROD bays on Archer and Planet Street intersection and information to be circulated to the group.

3.2 Local Planning Policy – 23 Parking

Time	15 minutes
Presenter	Coordinator Strategic Planning and Economic Development
Attachments	Nil

Purpose of the item

Place Planning and Urban Planning have commenced a review of Local Planning Policy – 23 Parking which will provide updated guidance on the provision and design of car parking in commercial developments (including ACROD bays).

Outcome

Officers would like to present approach and the preliminary content of the revised policy to the group for feedback.

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

- Town seeking Access and Inclusion Advisory Group members feedback on the recommended approach to preparing a new LPP23 – particularly feedback on draft policy provisions on draft designs of ACROD bays.
- Minimum Parking Mandates outlined for shops, offices, restaurants, etc.
- Discussion of various approaches to parking policies.
- Recommended approach is Open Option parking, where businesses choose the amount of parking they provide. Policy would also include provision of end of trip facilities, ACROD bays, loading bays, and design of carparks.
- Draft content of policy provided to the group.
- Support voiced for Open Option parking, consideration for if option is adopted would walkability in the Town be prioritised.
- ACROD bay provision would be subject to the Building Code of Australia, not Town policy.
- Query about standards for larger bicycle parking bays. This is guided by Building Code of Australia.
- Important that bicycle parking is not impeding access to buildings.
- Next stage of policy review – aiming for May to present draft policy to Council.
- Some community members relay feedback that some ACROD bays are far apart.

Actions

- Officer to circulate Local Planning Policy presentation, giving members two weeks to provide additional feedback.

4 Items for discussion

4.1 Equal Employment Opportunity (EEO) Management Plan

Reporting officer	Human Resources Advisor
Origin of request	People & Culture team, Equal Opportunities Act 1984 (WA)
Attachments	1. Equal Employment Opportunity Management Plan [4.1.1 - 18 pages]

Purpose of the item

For comment and review by the Group.

Outcome

The Equal Employment Opportunity Management Plan is supported in principle by the Access and Inclusion Advisory Group.

Discussion points

The Equal Employment Opportunity Management Plan is reviewed and includes:

- Targets, programs and practices to achieve greater workforce diversity
- Actions to embed cultural awareness training for all staff
- Pages 5, 13 and 14 of attachment hold information most relevant to this Advisory group

Strategic outcomes

Civic Leadership	
Community Priority	Intended public value outcome or impact
CL2 - Communication and engagement with the community.	That the Access and Inclusion Advisory Group can assess actions relating to developing equal employment opportunities for the Town of Victoria Park for people with disability.

Social	
Community Priority	Intended public value outcome or impact
S2 - Collaborating to ensure everyone has a place to call home.	To develop employment opportunities for people with disability at the Town of Victoria Park.
S3 - Facilitating an inclusive community that celebrates diversity.	To demonstrate that the Town welcomes people from all backgrounds and abilities to come and work for the Town.

Next steps

The Equal Employment Opportunity Management Plan is endorsed by C-Suite

Further information

Nil.

Outcome

- Disability placements through Ability WA successful, paid roles. Suggestion to contact Job Access to assist with overcoming any barriers for employees.
- The Equal Employment Opportunity Management Plan is supported in principle by the Access and Inclusion Advisory Group.

Actions

Nil.

4.2 Access and Inclusion Updates

Reporting officer	Coordinator Community Development
Origin of request	Council resolution
Attachments	<ol style="list-style-type: none"> 02351 Admin TOVP Community Charter V 4 [4.2.1 - 1 page] 22-067 - MARKYT Community and Wellbeing Scorecard - Report - 230630 [4.2.2 - 157 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
- Priority Area updates
 - Employment (Acting Manager People and Culture)
 - Access to Information (Manager Stakeholder Relations) *[Attachments 1 & 2]*

Strategic outcomes

Civic Leadership	
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.

Social	
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

Access and Inclusion Plan 2022-2027 progress

- Other priority updates included in presentations by Human Resources Advisor.
- 1.3.3 – currently discussing options for the inclusion of a sensory room in the Town's admin building.
- 1.3.4 – liaison with the Coordinator Work Health and Safety to embed a Personal Emergency Evacuation Plan (PEEP) to meet the needs of people with disability, including those who require physical and communication assistance during emergencies.
- 2.1.2 – collaboration with Principal Traffic and Design Coordinator to conduct an accessibility inspection for the ongoing underpass issue. The Town enlisted the services of Anita Harrop from O'Brien Harrop Access (OHA) to carry out a risk assessment, Town officers will be attending the next AIAG meeting to give an update.
- 2.1.7 – Ongoing admin building accessibility issues remediation, including doorway accessible design, minimum width for a door is 850mm.

Access, Inclusion and Diversity updates

- Photo shoot: The Town's communications team has a photography library that it uses for communications of a wide range of projects. The team aims to feature photos of people and places that accurately reflect the diversity of the Vic Park community. The Town's current image library primarily features able-bodied people. The Town would like to organise a photoshoot to build on our image library and capture different kinds of people living life in Vic Park and engaging with Town services, especially people with a disability. We would like to ask the advisory group for input into the photography brief to ensure that we capture the right people to accurately reflect our community.
 - What kinds of people should we involve?
 - What should we take photos of?
 - Are there any particular people, activities or places that exemplify an accessible and inclusive community, that are worth including in the photography brief?
 - We would like to ask the advisory group for input into the photography brief to ensure that we capture the right people to accurately reflect our community.
- Advice for Communications team to get in touch with community groups and/or disability events. Look into Sunflower program to represent people with unseen disabilities. Officer to pass feedback on to Communications Team.

Priority Area updates

- Employment (Human Resources Advisory)
 - Compulsory Disability Awareness Training sent to all staff.
 - Universal Access – Town looking to improve access to Admin building.
 - Request for universal access consultant contact the Town could approach for office layout design review. Suggestions: Job Access
 - Disability placements through Ability WA successful, paid roles. Suggestion to contact Job Access to assist with overcoming any barriers for employees.

Actions

- Group members to send universal access consultant contacts to the Town.
- Officers to provide feedback to Communications Team.

5 General business

- Development of Edward Millen House, amendment made to include investigation of accessible access to the first floor.

6 Actions from previous meetings

Action	Responsible Officer	Status/Comment	Close Date
Town officers to complete a presentation on options for making paths in Jirdarup Bushlands more accessible.	Coordinator Community Development	In Progress	June 2024
Manager People and Culture will continue to bring updates to group meetings.	Manager People and Culture	Standing agenda item	December 2024
Strategic Project Manager to investigate occupancy rates for ACROD bays on Archer and Planet Street intersection and information to be circulated to the group.	Strategic Projects Manager	In progress	June 2024
Officer to circulate Local Planning Policy presentation, giving members two weeks to provide additional feedback.	Coordinator Community Development	Completed	June 2024
Advice for Communications team to get in touch with community groups and/or disability events. Look into Sunflower program to represent people with unseen disabilities. Officer to pass information on to Communications Team.	Coordinator Community Development	Completed	June 2024
Group members to send universal access consultant contacts to the Town.	Group members	In progress	June 2024

7 Close

Meeting closed 6.10pm.