



## MEETING NOTES

### **Disability and Carers Advisory Group Monday 12 August 2024 Function Room, Administration Building**

#### **1.0 Official Opening:**

We wish to acknowledge the traditional custodians of the land we are meeting on, the Whadjuk Noongar people. We wish to acknowledge their Elders past, present and future and respect their continuing culture and the contribution they make to the life of this City and this region.

1.1 The Presiding Person opened the meeting at 3:32 pm.

#### **2.0 Presentation by Asset Planning & Delivery, City of Kalamunda**

Shaphal Subedi, Coordinator Asset Management (CAM) and Rory Smith, Coordinator Design & Survey (CDS) gave an overview of the City's Pathway Program.

Simon Lee, Traffic Engineer, City of Kalamunda, attended as an Observer.

The City has 3 types of pathway programs:

- Pathway Renewal - for existing footpaths as per the Pathway Asset Management Plan.
- Pathway Handover - gifted from the developers of subdivisions.
- New pathways - as per the New Path Policy 2018. New footpaths have been identified for future works.

The City has 389kms of pathways in the City. Pathways are rated according to their condition and assessed every 5 years. Rating of 1 means the path is in very good condition and rating of 5 being of very poor condition.

If a request for a new footpath meets the minimum requirements as per the City's internal path decision process, it is then scored using the City's internal paths scoring matrix. The matrix assesses traffic volumes, vehicle speeds, access to existing infrastructure, amongst other things. Scores achieving between 31 – 50 are assessed as high priority, added to the 15-year long term financial plan and then is proceeded through for budget considerations.

Once a new footpath has been approved it gets handed over to the City's Coordinator Design & Survey (CDS). Currently the City's pathway network satisfies the minimum Australian standard of 1.2 metres, however the City's best practice is for between 1.5m (to allow for a wheelchair and pram) and up to 1.8m (to allow for 2 wheelchairs).

Yvonne Huntley (YH) mentioned there are many footpaths within the City of Kalamunda that do not have tactiles, making it very difficult to navigate safely whilst walking to the Kalamunda CBD. CDS replied that all new footpaths and major renewals in the future will include visual cues and tactiles at crossroads.

YH mentioned that the speed limit throughout the CBD area needs to be 40km/hr. CDS replied that main roads control the speed limit and for the City to submit a request to main roads, the City must show that it has made efforts to slow traffic down by installing traffic calming devices first. A section along Railway Rd between the Mead St/Mundaring Rd roundabout to just after the old Thai on the Hill is already 40km/hr.

YH asked about the progression of Jorgenson Park accessible walk trail. CDS replied there has been \$10,000 allocated in the budget this year for concept design. YH asked to be consulted with each step of the way. CDS will liaise with YH through the CDO-IC.

**3.0 Attendance, Apologies and Leave of Absence Previously Approved:**

**Voting Members**

Gayle Nelson	Representative Organisation Providing Services (GN) Presiding Person
Yvonne Huntley	Community Representative (YH)
Bonnie Bellenzier	Representative Organisation Providing Services (BB)
Cr Lisa Cooper	Councillor Delegate (LC)

**City of Kalamunda Staff**

Darren Jones	Manager Community Development (MCD)
Amberley Bradley	Coordinator Community Services (CCS)
Ruth Chodorowski	Community Development Officer – Inclusive Communities (CDO-IC)

**Apologies**

Peta Crane	Community Representative (PC) Deputy Presiding Person
Peter Thorpe	Community Representative (PT)

**Observers**

Sara Croft

Wanslea

**4.0 Meeting Notes from Previous Meeting:**

That the committee acknowledges the meeting notes of the Disabilities and Carers Advisory Group held on 13 May 2024 as published and circulated, are confirmed as a true and accurate record of the proceedings.

Moved: LC

Seconded: BB

Vote: **Carried (4/0)****Statement by Presiding Person:**

*"On the basis of the above Motion, I now sign the Meeting Notes as a true and accurate record of the meeting of 13 May 2024."*

**5.0 Disclosure of Interests:****5.1 Disclosure of Financial and Proximity Interests:**

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

*Nil.*

**5.2 Disclosure of Interest Affecting Impartiality:**

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

*Nil.*

## 6.0 Correspondence:

Communications received and sent regarding Access and/or Inclusion enquiries. Advisory Group referred to the attached correspondence register.

### Advisory Group Action:

The Advisory Group notes the correspondence register.

## 7.0 Members Interest Areas:

As identified in the May Meeting discussion, each advisory group member was asked to consider their 'reason for being' a member of the group. The following updates are progress the City has made since the last meeting in relation to those specific areas.

### 7.1 Access Improvements:

- a) Hidden Disabilities Sunflower Program. CDO-IC put forward a proposal for the City of Kalamunda to become a Sunflower Friendly Place, to support people with invisible disabilities.
- In Australia, 1 in 5 people have some form of disability.
  - Roughly 80-85% have a disability that is non-visible.
  - There are hundreds of hidden disabilities ranging from autism spectrum disorder, dementia, brain injuries, mental health, intellectual disabilities, vision and hearing impairment, chronic illnesses and many others.
  - The Hidden Disabilities Sunflower is a simple tool for people to voluntarily share that they have a disability or condition that may not be immediately apparent – and that they may need a helping hand, understanding, or more time in shops, at work, on transport, or in public spaces.
  - As a business member of the global Hidden Disabilities Sunflower network, the City can positively impact society so individuals with a hidden disability can fully participate in the workplace and in the community.
  - For the City of Kalamunda to become a standard member it will cost \$500 per annum which allows the City to tap into solutions to show support of customers and any staff members living with hidden disabilities. By becoming a member, the City will benefit from access to tailored inspiration & inclusion tips, member discounts and ongoing staff Sunflower training and webinars and a 7-minute training video. A free sunflower starter pack is included in the membership.
  - Additional merchandise can be purchased at a cost. Minimum cost outlay would be \$570 to get 100 sunflower supporter lanyards.
  - Total cost with lanyards and membership will be \$1070. CDO-IC total access budget is \$1800.

- To install one Chat with me Board last financial year cost \$1284, which the CDO-IC split over 2 financial years for both boards.
- The group were asked on their thoughts on the City becoming a member.
- BB said if the City was to become involved then the City will need to be mindful that limited training is provided from Hidden Sunflowers and the City will need to invest in more training, to ensure it is more than a tokenistic gesture.
- GN said it is a good initiative and a lot of the students at Kalamunda Secondary Education Support Centre have lanyards already.
- The advisory group was undecided on whether to become a member or not and requested more time to decide.

Advisory Group members to email through their thoughts to CDO-IC.

- b)* The City of Kalamunda's Accessible and Inclusive Business Guide has been distributed to members of Kalamunda Chamber of Commerce.
- c)* The City is commencing a monthly promotion of the Footpath Awareness Campaign and the Gopher Charging Stations on the City's Facebook page, starting August 2024.
- d)* Refer to correspondence register for other access improvements.

## **7.2 Linking people with a disability into community:**

- a)* Members of the Youth Action Kalamunda (YAK) at Kalamunda Secondary Education Support Centre are creating artwork that expresses their personal interpretations of gratitude towards their carers. These pieces will be showcased in an art exhibition at Kalamunda Central during Carers Week 2024. Discussions with Kalamunda Central and the Coffee Club are scheduled to finalize the event details.
- b)* KSESC Kalability Catering has been involved in the City of Kalamunda and Lesmurdie Senior High School Intergenerational Storytelling Project with the crew providing morning tea at the launch and at the final session on 19 September.

## **7.3 Early Childhood and Youth access and inclusion:**

- a)* Magnolia Reserve All Abilities Playground Official Opening scheduled for 29 August 3:15pm to 4:30pm, date to be confirmed.

- b) The City of Kalamunda has been successful in receiving a \$60,000 grant to improve support and development for 0-5s, based on the Australian Early Development Census. Applications currently open for a Project Officer.

**7.3 Safety Improvements:**

- a) Stirk Park Playground Fencing has been installed.
- b) Refer to correspondence register.

**Action Summary:**

- 7.1 a** Members to email through their thoughts on the City becoming a member of Hidden sunflowers by 30 August 2024.
- 7.3 a** CDO-IC to email through the details for the opening of the All-Abilities Playground to BB for Wanslea to promote to their members.

**8.0 Items for Advisory Group Consideration:**

- 8.1 Community Development have nominated DACAG as a stakeholder reference group for the High Wycombe Community Hub project.

The Advisory Group is looking forward to being involved.

- 9.0 Business Unit Update:** Provide Advisory Group members with updates on business unit.

**9.1 DAIP Progress Report:**

Submitted 10 July 2024.

**9.2 IDPWD:**

Celebrated 3 December 2024. Previously the City has been successful in securing a \$1000 grant. Information on this year's grant availability has not been released yet.

CDO-IC suggested the City create a map of accessible parking bays in the City of Kalamunda and launch on IDPWD over a morning tea. CDO-IC to liaise with Kalamunda Kalability to cater for it.

The working group fully supported this idea. Further details will be distributed to the group.

**Advisory Group Action:**

The Advisory Group notes the business unit update information.

**10.0 General Business with the Approval of the Presiding Person**

10.1 YH stated that there is no parking at Peter Thiel Reserve. MCD replied that Peter Thiel is because it is considered a local level park that service the recreation needs of the immediate residential population. The aim is to encourage residents to walk to the park and is located within a 5-minute walk from surrounding residences.

**11.0 Urgent Business with the Approval of the Presiding Person**

*Nil*

**12.0 Date of Next Meeting**

The next meeting of Disability and Carers Advisory Group will be held on 11 November 2024 between 3.30pm and 5.00pm at the City's Administration Building, 2 Railway Road Kalamunda.

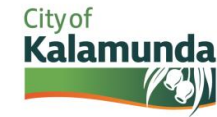
**13.0 Closure**

There being no further business, the Presiding Person declared the Meeting closed at 4:42pm.

I confirm these Meeting Notes to be a true and accurate record of the proceedings of this Meeting.

Signed: \_\_\_\_\_  
Presiding Person

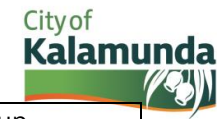
Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2024.



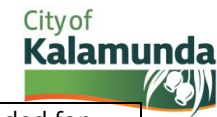
**Correspondence Register**

Date	Correspondence Item
<b>Signalised Crossing outside IGA on Canning Rd – Keep on Running Register</b>	
16/02/24 OUT	<ul style="list-style-type: none"> <li>Email sent to Manager Asset Planning and Delivery requesting an update on the progress of the signalised crossings.</li> </ul>
23/04/24 IN	<ul style="list-style-type: none"> <li>Manager Asset Planning and Delivery advised that the project is currently at the end of design and being reviewed by Main Roads WA. It is expected that the delivery of this project will be carried forward into next financial year.</li> </ul>
<b>Woodlupine Brook – Keep on Running Register</b>	
9/04/24 IN	<ul style="list-style-type: none"> <li>Email received from Peta Crane (PC). 3 large boulders are blocking access to the bridge near the shops at Hawaiians, Forrestfield. This prevents people using gophers, wheelchairs, parents with prams, etc from using the bridge to access the shopping centre. The only way to access the shops is via Coles carpark entrance which is on a slope and has heavy traffic usage, plus delivery trucks are exiting and entering through this entrance. Why is the access blocked?</li> </ul>
16/4/2024 OUT	<ul style="list-style-type: none"> <li>CDO-IC spoke to Coordinator Natural Assets (CNA). Building a new bridge over the brook has been placed into the capital works budget process. Budget is currently being workshopped with Kalamunda Leadership Team (KLT) and Council.</li> </ul>
16/5/2024 OUT	<ul style="list-style-type: none"> <li>Email sent to CNA asking why the footbridge was removed in the first place during Stage 1 of the project. and what was the reason for it to be decommissioned? The email asked if the bridge has progressed into the capital works budget and if it didn't what were the plans to enable safe access to the Forrestfield shops.</li> </ul>
17/5/20224 IN	<ul style="list-style-type: none"> <li>Email from CNA advising that the bridge was decommissioned as part of the river restoration project. Cost blowouts in the construction of the river restoration meant there was no budget to construct a new bridge as was originally planned. The bridge is currently in the long-term financial plan to be considered by Council as a CAPEX project.</li> </ul>





28/6/24 IN	<ul style="list-style-type: none"> <li>Email from PC requesting the rubbish around Woodlupine Brook and all the tree branches be cleaned up.</li> </ul>
2/7/24 OUT	<ul style="list-style-type: none"> <li>ICS created for Parks ICS-283110</li> </ul>
<b>Updates on Jorgenson Park Accessibility Walk Trail – Keep on Running Register</b>	
15/4/2024 IN	<ul style="list-style-type: none"> <li>Email received from YH requesting an update on the accessibility walk trail. No further updates since last meeting. Coordinator Asset Management has added the project for design 24/25 and construction 25/26 as part of the capital works budget process. Budget is currently being workshopped with KLT and Council.</li> </ul>
<b>Future Signage</b>	
16/5/2024 OUT	<ul style="list-style-type: none"> <li>Email sent to Manager Custom &amp; Public Relations (MCPR) requesting all future signage be easy read, contains image as well as text and good contrast.</li> </ul>
16/5/2024 IN	<ul style="list-style-type: none"> <li>Email received from MCPR stating she will discuss at the next Managers meeting as Assets and Community Safety order their own standard road or parking designs.</li> </ul>
<b>Toilets near Mason &amp; Bird</b>	
16/5/2024 IN	<ul style="list-style-type: none"> <li>The café opens the toilets at about 8am each morning. In the evening, Sunday to Tuesday the Zig Zag close them at 4pm. Wednesday to Saturday the Café closes them at 8pm.</li> </ul>
<b>Thank you letter, Erin Taylor</b>	
20/5/2024 OUT	<ul style="list-style-type: none"> <li>Letter of thank you emailed to Erin Taylor, acknowledging her resignation, and thanking Erin for her time given to the advisory group over the past three years.</li> </ul>
<b>Safety Improvements</b>	
28/6/24 IN	<ul style="list-style-type: none"> <li>Email from Peta Crane (PC) requesting a handrail be installed up the centre aisle in the theatre at KPAC.</li> </ul>
12/7/24 OUT	<ul style="list-style-type: none"> <li>Email to PC advising the current layout of the theatre does not allow for safety rails being installed without impacting the line of sight to the stage for a significant portion of the audience. Therefore, installation of rails can only be part of a major redesign of the theatre auditorium seating.</li> </ul>



	<ul style="list-style-type: none"> <li>Under the current seating design, Rows A &amp; B are accessed without using any stairs and are recommended for anyone with mobility difficulties. Row C involves going up two steps, and many of the patrons are comfortable reaching this row. The steps are quite wide from front to back, and the FOH staff are always available to provide an arm to lean on.</li> </ul>
28/6/24 IN	<ul style="list-style-type: none"> <li>Email from PC requesting a step and rail outside Stirk Medical on Mead St</li> </ul>
12/7/24 OUT	<ul style="list-style-type: none"> <li>Email to PC advising that there is a bit of history behind this one. Stirk Medical placed a ramp on the footpath outside the front door back in June 2022, however it was not compliant, was not built to Australian standards and application for approval was not submitted to the City. The ramp was blocking the footpath so the City requested Stirk to remove the ramp in July 2022.</li> <li>In July 2022 the City contacted Stirk Medical providing design support and feedback to assist in providing an alternative access solution and recommended that Stirk Medical seek professional disability access advice from a qualified expert to assist with identifying an alternative solution based on the medical centre's operational needs.</li> <li>Stirk indicated to the City that they submitted alternative plans to the City, however they could not be found in the City's system. After much chasing up by the City, (over four months beginning in Feb 2024) the City ended up going directly to the Consultant.</li> <li>The plans have now been received by the City and the City's Building Manager has made comment. In May 2024 the City requested a Building Application be submitted as well as a AS1428.1 compliant plan. The City also made comment the plan suggests that the swing of the door will impact on those exiting the building may need an electronic opening with a delayed closing. These plans have not been submitted yet.</li> <li>The City has been and remains open to working with Stirk Medical.</li> <li>The City is always happy to work with Businesses and private owners to improve access for all.</li> </ul>
28/6/24 IN	<ul style="list-style-type: none"> <li>Email from PC requesting a bench seat at Woodlupine Brook and another one on Hale Rd.</li> </ul>
<b>Traffic concerns</b>	
7/724 IN	<ul style="list-style-type: none"> <li>Email from Yvonne Huntley (YH) advising there are no tactiles from the roundabout on the corner of Railway Rd and Elizabeth St up to Stirk Medical.</li> </ul>



	<ul style="list-style-type: none"><li>Email from YH advising there is no crossing at the corner of Mead St and Railway Rd (bus station side) going across to Mundaring Weir Rd. There is a step up as you cross the road and no tactiles.</li></ul>
<b>Disability Pride Month</b>	
12/7/24 OUT	<ul style="list-style-type: none"><li>Email sent to group members on Disability Pride Fest on Saturday 27 July 2024. Disability Pride Fest is an opportunity for people with disability to enjoy, connect and laugh in a safe space.</li></ul>