

MEETING NOTES

Disability and Carers Advisory Group Monday 11 August 2025 Committee Rm 1, 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 3.33pm

2.0 Attendance, Apologies and Leave of Absence Previously Approved:

Voting Members

Cr Lisa Cooper	Councillor Delegate (LC) Presiding Person
Peta Crane	Community Representative (PC) Deputy Presiding Person
Yvonne Huntley	Community Representative (YH)

City of Kalamunda Staff

Darren Jones	Manager Community Development (MCD)
Freya Ayliffe	Manager Place and Community Experience
Ruth Chodorowski	Acting Coordinator Community Services (CCS)
Shona Mackay	Acting Community Development Officer – Inclusive Communities (CDO-IC)

Apologies

Peter Thorpe	Community Representative (PT)
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Observers

Suzie French	Representative Organisation Providing Services (SF)
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3.0 Presentation on Kalamunda Activity Centre Precinct Structure Plan (KPSP)

Anjali Parmer, Coordinator Strategic Planning, City of Kalamunda Strategic Planner, presented an overview of the KPSP.

Kalamunda Activity Centre Precinct Structure Plan (KPSP) - The KPSP sets out a vision for a vibrant, accessible town centre that reflects Kalamunda's unique character while enhancing functionality for residents and visitors. It provides a clear framework to guide future development and revitalisation, balancing tradition with modern amenities to create a cohesive, welcoming precinct.

Further information can be found [Kalamunda Activity Centre Precinct Structure Plan \(KPSP\)](#)

4.0 Presentation on Local Planning Strategy

Liam Sexton, Project Manager – Local Planning Strategy & Scheme, presented an overview of the Local Planning Strategy.

The Local Planning Strategy (LPS) is the City's big-picture plan to guide how land is used and developed across Kalamunda over the next 10 to 15 years and the City is inviting community (whether they live, work, run a business in the City, or just care about the future of Kalamunda) to have a say in it! 6 community workshops are being held during August.

Participants insights will help Council understand the priorities, challenges, and dreams of the community that will build a strategy that truly reflects local values.

Further information can be found [Local Planning Strategy | Engage Kalamunda](#)

A community survey will be coming soon to provide an opportunity for all community members to help shape the direction of the Local Planning Strategy and the future of Kalamunda.

Action Summary:

- CDO-IC to send Local Planning Strategy survey link to all members.
- YH requested that a 40kmph speed limit is applied to the KPSP plan
- YH requested no vertical kerbs in the KPSP plan
- YH suggested replicating the S shaped seating at Juniper Park – Creates inclusive seating for people in wheelchairs

5.0 Meeting Notes from Previous Meeting:

That the committee acknowledges the meeting notes of the Disabilities and Carers Advisory Group held on 12 May 2025 as published and circulated, are confirmed as a true and accurate record of the proceedings.

Moved: YH

Seconded: PC

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 12 May 2025."

6.0 Disclosure of Interests:

Nil.

7.0 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.

8.0 Members Interest Areas:

This section was created when the current group of members was formed, with each person sharing their passion and reason for joining. This allows the City to provide more targeted updates on progress related to each member's specific areas of interest.

8.1 Access Improvements:

- a) The Hidden Disabilities Sunflower Project is progressing. The rollout of City staff training will likely occur towards the end of this year.

8.2 **Linking people with a disability into community**

The Youth Action Kalamunda (YAK) team at Kalamunda Secondary Education Support Centre (KSESC) are working on their pieces of artwork to exhibit at the Carers Week Art Exhibition at Kalamunda Central which will open on Tuesday 14 October 2025.

8.3 **Early Childhood and Youth Access and Inclusion:**

The parents pocket guide was launched at the Family Fest Expo on 21 July. This guide provides ideas and insights into children's development and wellbeing based on the five Australian Early Development domains.

8.4 **Safety Improvements:**

Refer to correspondence register.

Advisory Group Action:

The Advisory Group notes the information.

Action Summary:

- YH requested a follow up on the request for seating at the Kostera playground.

9.0 **Items for Advisory Group Consideration:**

9.1 Local Government Elections 2025

- The Local Government Elections are scheduled to take place on Saturday 18 October 2025. From that day, all Groups of Council will be dissolved, and the City will require new nominations to be approved by Council for the Disability and Carers Advisory Group to continue.
- The Elections also means that any Advisory or Management Meetings scheduled to take place between 18 October 2025 until such time as to when the nominations are approved by Council, must either be cancelled or moved (forward or backward). There is a meeting due to take place on the 10 November 2025 that may need to be rescheduled, TBC.

Action:

Nomination forms for all positions on the Committee will be provided to current members by the Inclusive Community Officer.

9.2 Yvonne Huntley emailed through the following items for discussion:

- Road name signage. New Central Mall drive/walk through. Lack of signage has resulted in ambulance delay.
- Permanent map for locals and visitors located possibly near library carpark. Map in window of tourist information centre is away from parking areas. Local business could possibly sponsor and have their businesses highlighted.

Action Summary:

- CDO-IC – To send Advisory Group nomination forms to current members when they become available.
- CDO-IC – To provide the Economic Development team with YH observations and suggestions as above.

Advisory Group Action:

The Advisory Group notes the information.

10.0 Business Unit Update: CCS provided a brief update on business unit and recent organisational reshuffle.

10.1 Darren Jones, Manager of Community Development, announced he will be stepping away from DACAG following the recent organisational reshuffle. Darren thanked members for their contributions and collaboration.

Freya Ayliffe will lead the newly named business unit: Place and Community Experience, which encompasses inclusion, youth, people centric place making, economic development and tourism. PC thanked Darren for his contribution to the group.

10.2 Social Inclusion Plan

Shona Mackay, Acting CDO IC, gave a brief overview of the recent consultation undertaken to inform the renewal of the City's Social Inclusion Plan. Initial emerging themes strongly reflect ongoing DACAG discussions around equity, access, and authentic community voice. Findings will inform the updated Social Inclusion Plan, aligned with the State Disability Strategy and DAIP. A full report will be released in the coming months.

10.3 Citizen Connector Training

Saturday 16 August 2025, 1pm to 4pm at Lesmurdie Baptist Church

10.4 Cyber Security Information Session

Tuesday 12 August, 10am to 12noon at High Wycombe Library.

Advisory Group Action:

The Advisory Group notes the business unit update information.

11.0 General Business with the Approval of the Presiding Person

11.1 Access Barrier at Woodlupine Brook

Peta Crane raised concerns about the lack of a pedestrian bridge over Woodlupine Brook, which is restricting safe access to the nearby shopping centre, particularly for residents with mobility challenges, prams, and those without vehicles. Refer to correspondence register. PC advised that Anthony Vuleta, CEO City of Kalamunda, is aware of the situation and estimated cost of reinstating the bridge is around \$250,000.

Advisory Group Action:

The Advisory Group notes the information.

12.0 Urgent Business with the Approval of the Presiding Person

Nil

13.0 Date of Next Meeting

The next meeting of Disability and Carers Advisory Group is scheduled to be held on 10 November 2025 between 3.30pm and 5.00pm at the City's Administration Building, 2 Railway Road Kalamunda, TBC.

Note: there may be a special meeting called to discuss the High Wycombe Community Hub project.

14.0 Closure

There being no further business, the Presiding Person declared the Meeting closed at 5pm.

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 _____ 2025.

Correspondence Register

Date	Correspondence Item
Signalised Crossing outside IGA on Canning Rd – Keep on Running Register	
16/02/24 OUT	<ul style="list-style-type: none"> Email sent to Manager Asset Planning and Delivery requesting an update on the progress of the signalised crossings.
23/04/24 IN	<ul style="list-style-type: none"> 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.
Woodlupine Brook – Keep on Running Register	
9/04/24 IN	<ul style="list-style-type: none"> 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?
16/4/2024 OUT	<ul style="list-style-type: none"> 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.
16/5/2024 OUT	<ul style="list-style-type: none"> 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.
17/5/2024 IN	<ul style="list-style-type: none"> 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.
28/6/24 IN	<ul style="list-style-type: none"> Email from PC requesting the rubbish around Woodlupine Brook and all the tree branches be cleaned up.

2/7/24 OUT	<ul style="list-style-type: none"> ICS created for Parks ICS-283110
Updates on Jorgenson Park Accessibility Walk Trail – Keep on Running Register	
15/4/24 IN	<ul style="list-style-type: none"> Email received from Yvonne Huntley (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.
1/7/24	<ul style="list-style-type: none"> \$10,000 allocated into the 24/25 budget for project design
11/10/24 IN	<ul style="list-style-type: none"> Email from YH asking when the design for the accessibility walk trail will begin and reiterating that she would like to be involved from the beginning.
11/10/24 OUT	<ul style="list-style-type: none"> Email sent to Coordinator Design and Survey (CDS) asking is there any progression on the design and reminding him that YH would like to be involved from the beginning.
15/10/24 IN	<ul style="list-style-type: none"> Email received from CDS confirming the design has not yet commenced. Once initial planning has started CDS will ensure the designer will contact ICO and YH for insight along with other relevant stakeholders.
13/0/325 ON SITE	<ul style="list-style-type: none"> YH and CDO-IC met with the design team, engineering surveyor and coordinator natural areas at Jorgensen Park to walk through proposed trail and provide feedback.
10/4/25 ON SITE	<ul style="list-style-type: none"> YH, PC, COD-IC and CEO met to discuss Accessible Parking options and Accessible Walk Trail at Jorgensen Park.
Tactiles on pedestrian crossings	
22/11/24 OUT	<ul style="list-style-type: none"> Email sent to Coordinator Design and Survey (CDS) requesting to consider installing tactiles all the way along Railway Rd from Canning Rd through to Elizabeth St wherever there is a street crossing. The group notes that it may not be possible at every road crossing, but it is particularly dangerous at the two carpark entries to the Cities Admin building.
22/11/24 IN	<ul style="list-style-type: none"> Email from CDS advising one of his designers is looking at the possibility of enhancing pedestrian safety on both Haynes St and Elizabeth St and will have him include the tactiles throughout both concepts.
19/02/25	<ul style="list-style-type: none"> Email sent to CDS asking for any updates.

OUT	<ul style="list-style-type: none">
26/02/25	<ul style="list-style-type: none"> CDO-IC spoke to CDS who is keen to learn where and how the City can improve tactiles and pram ramps. Some money has been put aside.
Feedback on Hartfield Park Masterplan Stage 2A	
22/11/24 OUT	<ul style="list-style-type: none"> Group feedback from the presentation was compiled into a word document and sent to MCD to forward to the Architects/Strategic Projects Director.
3/12/24 OUT	<ul style="list-style-type: none"> Group feedback emailed to Strategic Projects Director.
8/1/25 IN	<ul style="list-style-type: none"> Email received from City's Project Manager email confirming: The below is what has been added into all of the facilities designs (AFL; Rugby League; Bowls and Tennis) <i>All UAT's - best practice and groups preference is to have push button powered doors so a person in a wheelchair can be fully independent and not have to rely on a person being outside the door to let them back out. Can become trapped if a lever handle.</i> <i>All taps in changerooms – ensure they are on the basin and not on the wall.</i> The Project Manager will be working with the architect to see if we can remove the kerbing from the Bowls & Tennis facilities if it is not a requirement.
11/02/25 OUT	<ul style="list-style-type: none"> Email sent to Project Manager requesting that the final design be presented to DACAG before it goes to tender
12/02/25 IN	<ul style="list-style-type: none"> Email from Project Manager advising that it went out to tender in December 2024 and closed 21 February 2025.
19/02/25 OUT	<ul style="list-style-type: none"> Email sent to DACAG members The design is already out to tender; it went out in December 2024 and closes 21 February 2025.
Fire Hydrants	
19/02/25 OUT	<ul style="list-style-type: none"> Email sent to DACAG members

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| | <ul style="list-style-type: none">• Local Fire brigades are assigned an area to maintain the fire hydrants in that designated area. The brigade ensures that the markings on the road and verge are visible and that the hydrant is clear of grass and debris. If any of the pipeworks are broken this is then reported to Watercorp to repair.• Your nearest fire hydrant can be found on this map Water Hydrant (WCORP-070) - Web Mapping Service - data.wa.gov.au |
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