



MEETING NOTES

Disability and Carers Advisory Group Monday 12 May 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 3:36pm.

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)
Bonnie Bellenzier	Representative Organisation Providing Services (BB)

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

Peter Thorpe	Community Representative (PT)
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Observers

Nil

3.0 Meeting Notes from Previous Meeting:

That the committee acknowledges the meeting notes of the Disabilities and Carers Advisory Group held on 10 February 2025 as published and circulated, are confirmed as a true and accurate record of the proceedings.

Moved: Yvonne Huntley
 Seconded: Peta Crane
 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 10 February 2025."

4.0 Disclosure of Interests:

Nil.

5.0 Correspondence:

Communications received and sent regarding Access and/or Inclusion enquiries.

Advisory Group referred to the attached correspondence register.

CDO-IC shared that Hawaiians Forrestfield have organised 'Neighbourhood Chats'. At the last Neighbour Chat forum organised by Hawaiians Forrestfield, access to the shopping precinct was raised and Hawaiians were open to exploring some options for improving access on their private land.

Action Summary:

- CDO-IC Ruth to continue to work with Hawaiian Forrestfield to explore access improvements to discuss requirements for the area.

Advisory Group Action:

The Advisory Group notes the correspondence register.

6.0 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.

6.1 Access Improvements:

- a) PC advised she visited the Magnolia Reserve All Abilities Playground and was very impressed with the diverse range of accessible equipment available. The communication board, the braille signs, the sensory and textural equipment, the wide footpaths and three level of long ramps were fantastic.

YH agreed advising that her daughter took her 3 children there and they rate it very highly.

PC also advised she went to Juniper Reserve playground, which has a lovely lake with a footpath around it, but there was no parking available. Discussion took place regarding Juniper Way Reserve may be 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.

YH requested that all feedback regarding parking at parks be recorded and that car parking spaces be provided at all local parks.

- b) Tactile symbols for your bins

CDO-IC advised that the City has purchased wooden symbols (tactiles) that can be installed on all three bins to help residents who are vision impaired/legally blind identify the different types of bins. Promotional flyers and online community engagement has been released.

- c) Hidden Disabilities Sunflower Program

CDO-IC advised that the City has recently purchased a membership and merchandise is on the way. The Hidden Disabilities Sunflower is a tool to voluntarily share that you have a disability or condition that may not be immediately apparent – and that you may need a helping hand, understanding, or more time in shops, at work, on transport, or in public spaces. Training for staff will begin in the new financial year to recognise and support people who demonstrate a need for further assistance.

d) Carer Friendly Workplace

CDO-IC advised that work has begun internally for the City to progress towards becoming accredited and beginning to develop carer friendly policies and practices. The accreditation recognises staff who are carers.

Action Summary:

- CDO-IC Ruth to discuss parking at neighbourhood parks with Assets team
 - Requirement/policy of local parks and parking,
 - Potential to remove some bollards that are access barriers,
 And will bring information to next meeting.

6.2 Linking people with a disability into community

The Intergenerational Storytelling Project is underway with 19 volunteers and 22 students at Lesmurdie High School. Kalability Catering is involved again this year, providing the catering for the first meeting and will also cater for the last meeting at the end of June. It provides the opportunity for the Kalability students to interact with community members along with the Lesmurdie High School students and teachers.

6.3 Early Childhood and Youth Access and Inclusion:

The first Youth Action Kalamunda (YAK) meeting at Kalamunda Secondary Education Support Centre (KSESC) was held in March. The community services team will be working with the students to produce another art exhibition to be displayed at Kalamunda Central during Carers week. Kalability Catering will provide the morning tea at the art exhibition opening.

6.4 Safety Improvements:

- PC and YH met with Anthony Vuleta (AV), CEO City of Kalamunda, on 10 April 2025. PC & YH highlighted to AV that Jorgensen Park is not accessible. AV and YH went for a walk and discussed the accessible walk trail that has been in progress for several years. PC and YH also looked at Kalamunda Community Centre, mentioning that the automatic doors opening outwards is not ideal.

PC outlined that most of the accessible car parking bays are on a slope. AV selected 2 bays which are more accessible that could easily be installed.

CDO-IC advised that AV put the request in and confirmed that Asset Delivery has seen the request for the additional accessible parking bays. Staff were already working on improving the pavement marking at KCC before the request so staff will include this scope in the new design.

CDO-IC also confirmed that Asset Delivery have made sure that the Accessible Walk Trail is in next years budget for detailed design status. MCD advised that budget adoption will occur in June and any submissions listed will be considered by council.

YH stated that \$10,000 was in the budget this financial year and asked if this had been spent? If not, will this amount be rolled over to 2025/2026 financial year?

YH also reiterated that the group wants to be consulted with throughout the design process. Detailed design of accessible pathway loop through Jorgenson Park in budget for next year which will then have further development. Budget adoption to be decided in June 2025. Submission listed for consideration by council. 10k already in the budget, if not spent it will get rolled over.

Advisory Group Action:

The Advisory Group notes the information.

Action Summary:

- CDO-IC to follow up with Assets to ensure the \$10,000 is rolled over to next FY if not already spent.
- CDO-IC to email Assets to reiterate that DACAG want to be consulted with throughout the accessible walk trail design.
- CDO-IC will bring information to next meeting.

7.0 Items for Advisory Group Consideration:

7.1 YH emailed through the following items for discussion:

- a) Mead St footpath from Canning Rd to Railway Rd in need of repair.

YH stated that Mead St footpath from Taco Marias to Canning Rd and the opposite Mead St footpath from the bus station to Canning Rd need repairing. The footpaths are lumpy, different colours and there are no tactiles at the crossings. There are also no tactiles at the Barber St and Mead St crossing or across the carpark. YH asked if this could please be reported.

There is a footpath at the side of Jack Healey Centre, coming off Mead St and up Sister Tate Lane, the footpath then ends at the Jack Healey centre carpark entry. If people are walking this way to Dome, they must then walk onto the road or across the gravel to access Dome. YH requested a pathway up to Dome be installed.

b) YH believes it should be 40km per hour across the whole CBD area and a submission made to main roads.

c) YH reported to CDO-IC that there was an overgrown Bougainvillea bush across the footpath on Central Rd that needed trimming. CDO-IC put the request in and YH was very thankful to the City for acting and trimming the branches.

7.2 Cr Cooper asked on any progress with the signalised crossing on Canning Rd, outside of Kalamunda IGA. CDO-IC advised she would follow up with Assets.

Advisory Group Action:

The Advisory Group notes the information.

Action Summary:

- CDO-IC to email Assets with the below:
 - Request a footpath be installed along Sister Tait Lane to Dome.
 - Request the footpaths on Mead St be repaired
 - Advise that the DACAG members believe that a 40km/ph zone be considered throughout the CBD precinct
 - Provide an update on any progress of the signalised crossings.

CDO-IC will bring information to next meeting.

8.0 Business Unit Update: CDO-IC provided a brief update on business unit.

8.1 Legacy Lantern Ceremony

Was held Saturday 10 May 2025, from 4:30pm at Stirk Park lake. This was the second time the event has been held and was created by CDO-IC with the support of Kalamunda Compassionate Communities. MCD and CCS highlighted the success of the event, bringing a sense of real connection within the community.

The video from the event was shared with the members.

8.2 Social Inclusion Plan

The Access and Inclusion Survey is being drafted to go out for public comment in June 2025. The survey results will help in developing the next strategy.

The survey was shown to the group along with how it would look like on the City's engagement page.

The group were asked to provide feedback and identified the following:

- Add what disability means in the survey glossary to include seen and unseen disabilities
- Identify any parking problems occurred and at which event
- Include was the event friendly and adjustments made so they could participate in the event.
- Include examples of what each City service is like:
 - Library Services (eg storytime, workshops, seminars, technology support)
- In the question what access and inclusion features of building/facilities are important to you include accessible park facilities (eg. low bbq's spaces for wheelchairs and at benches, wide footpaths)

BB mentioned that the survey wasn't very disability friendly. CDO-IC advised that the City is looking to have an easy read version and a phone number to call, available for people who require assistance to complete the form.

8.3 Citizen Connector Training

Friday 23 May or Saturday 24 May 2025, 10am to 2pm at Lesmurdie Baptist Church

8.4 Retirement & its tax implications

Wednesday 18 June, 5:30pm at Kalamunda Library

8.5 COTA WA Seniors Education Series

Two sessions: Wednesday 11 and 18 June, 9:30am to 1:30pm at Forrestfield Library
 Participants must attend both sessions.

8.6 Cyber Security Information Session

Tuesday 12 August, two sessions, one at 10am, the other at 11am at High Wycombe Library.

Advisory Group Action:

The Advisory Group notes the business unit update information.

Action Summary:

- CDO-IC to email the group the above flyers when sending out the minutes.
- Access and Inclusion Survey to be updated, reflecting the groups feedback.

9.0 General Business with the Approval of the Presiding Person

- 9.1 YH mentioned that there is no bench in the playground at Kostera for people to sit.
- 9.2 The group asked for further information on Hartfield Park Masterplan.

Advisory Group Action:

Action Summary:

- CDO-IC to provide an update on the Hartfield Park Project Design. What is happening?
- CDO-IC to email Coordinator Parks suggesting a bench be installed within the Kostera playground to support parents/guardians when supervising children.

The Advisory Group notes the information.

10.0 Urgent Business with the Approval of the Presiding Person

Nil

Advisory Group Action:

The Advisory Group notes the information.

11.0 Date of Next Meeting

The next meeting of Disability and Carers Advisory Group will be held on 11 August 2025 between 3.30pm and 5.00pm at the City's Administration Building, 2 Railway Road Kalamunda.

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

12.0 Closure

There being no further business, the Presiding Person declared the Meeting closed at 4:58pm.

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.
17/5/20224 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



	<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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