



Meeting Minutes

Meeting Date	03/09/2021	Time	11am to 1pm
Meeting Venue	City of Perth Library		
Topic / Meeting Name / Meeting Title	Access and Inclusion Advisory Group Meeting		
Chairperson	Jen Walsh, City of Perth		
Scribe / Minute Taker	Jason Cox, City of Perth		
Attendees	Bradley Bishop, AIAG member David Vosnacos, AIAG member Gareth Goodway, AIAG member Glennys Marsdon, AIAG member Melissa Northcott, AIAG member Richard Struik, Department of Communities Kyle Santella, AIAG member Sam Davis, City of Perth Audrey Bell, City of Perth		
Apologies	Ben Cox, AIAG member Caitlin White, AIAG member Cara Philpott, AIAG member Eleana Bredemeyer, AIAG member Emma Kenton, AIAG member Gwen Allpike, AIAG member Helen Berry, AIAG member Holly Gretton, AIAG member		

	Nobuo Hara, AIAG member
	Stuart Jenkinson, AIAG member

Agenda Items

1.	Welcome, Acknowledgement to Country	11.00
	<p>The City welcomed all members to the September AIAG meeting.</p> <p>The City carried out an Acknowledgement to Country.</p> <p>The City introduced guests to the meeting. Each member introduced themselves via a roundtable introduction.</p>	
2.	Follow up of actions from May meeting	11.05
	<p>Actions arising, and associated updates were discussed.</p> <p>Actions discussed included:</p> <ul style="list-style-type: none"> • East End Revitalisation – Road Safety Audit. <p>Please refer to Action List (Attachment 1 – CM 94022/20)</p>	
3.	Agenda Items for Discussion	11.15
	3.1 Meet and Greet	
	City of Perth Representatives	
	<p>Agenda item 3.1 was carried out as part of Agenda item 1 Roundtable introductions.</p> <p>The Acting Alliance Manager Community Services and Acting Coordinator Community Development both introduced themselves and provide an overview of their work background.</p>	
	3.2 Equal Employment Opportunity (EEO) Management Plan	11.20
	City of Perth Representative	
	<p>City advised AIAG Members that the new EEO Management Plan is currently being developed and the City will be consulting with the AIAG in due course. A human resource representative will attend the November member.</p>	
	3.3 Common Ground Model	11.30
	Monica Sharma, Department of Communities	

	<p>The Department of Communities delivered a PowerPoint presentation on the proposed Common Ground initiative.</p> <p>The Common Ground originated in New York more than 20 years ago, Common Ground is a model of permanent, supportive housing in a purpose-built facility for adults who have experienced chronic homelessness or are low income earners.</p> <p>The model which has been successfully adopted in other Australian cities, is based on the 'housing first' approach, where people are placed in housing as a first priority and provided with wrap around supports.</p> <p>WA's first Common Ground facility will be in East Perth, on the corner of Hill and Wellington Street and will comprise 112 self-contained apartments along with communal areas, onsite support services and commercial space.</p>	
4.	Lunch	12.00
5.	Agenda Items for Discussion (continued)	
	5.1 Christmas Events and Activations	12.05
	City of Perth Representative	
	<p>A City representative, provided an update on upcoming events at the City:</p> <p>Introducing the following action from the City's DAIP and would like AIAG input:</p> <ul style="list-style-type: none"> ● Include Seeing Eye Dog toileting areas at City facilitated events <ul style="list-style-type: none"> ○ Seeing Eye Dog toilet areas implemented and communicated according to AIAG recommendations. ○ Identify locations at events and site plans for Seeing Eye Dog toilet areas. ○ Advertise these locations to the community and include Way Finding Signage. <p>The City sought advice from the AIAG:</p> <ul style="list-style-type: none"> ● What is required for a seeing eye dog toileting area? Is it just a grassed area? Are poo bags required? Do we need to delineate it or stop the public from going there? 	

- We can include on event maps, if all the event is grassed (e.g. Wellington Square launch or Skyworks foreshore) is this still required, and if so, how to we determine a space?
- Is wayfinding signage helpful for carers or people accompanying the person with a seeing eye dog?

Responses from AIAG:

- Change wording – ‘Assistance Animals Relief Area’.
- Create a cordoned off relief area and ensure accessibility to this area.
- Provide a clear receptacle for dog waste and a supply of bags.
- Provide hand sanitizer.
- AIAG member advised Erica to refer to Perth Airport for relief area examples.
- Ensure relief area is flat.
- Ensure area is quiet/private
- Ensure full wheelchair accessibility
- Signage to ensure only Assistance Animals using designated area
 - Brail
 - Accessible signage

Christmas Lights Trail

- 19 November to 2 January, 6pm to 3am
- We are engaging an Access Consultant for Christmas Lights Trail, New Year’s Eve and Skyworks events.
- Christmas installations (mostly new) and projections on St George’s Cathedral return
 - 31+ static/viewable with some non-essential musical components
 - Only one that includes a step which is not wheelchair accessible at this stage
 - All venues are accessible for wheelchairs, prams etc
 - Located on hardstand, do not interrupt tactile pavers with min. 1.5m pathway width maintained; cabling mostly overhead, cable trays out of avoid pedestrian walkways
 - Start/finish located near parking or public transport hubs
 - Map: online map uses GPS coordinates; online accessible map (indicates safe crossings, rest spots, drinking water, toilets, ACROD parking + new dog toileting areas)
- Roving entertainment on Friday and Saturday nights along the trail 6pm to 8pm.

- Centralising trails to CBD and Northbridge only.
- Access consultant to be engaged to provide an accessibility review once installations are installed to provide advice for future years.
- Glennys commented that the street lighting on Adelaide Terrace is very dark
 - The City advised that new poles are being installed by Western Power for additional lighting.
 - The City advised that tree lighting initiative being explored by CoP also.
- Bradley, asked if an App could be used for the lights trail
 - The City advised that team is investigating options for website being more interactive while on trail
 - The City advised that access consultants will be carrying out a desktop audit and also reviewing when lights trail is in operation.

ACTION: Investigate possibility of promoting an audio descriptive tour for one of the evenings of the light tour.

ACTION: Send through QR codes.

ACTION: Vision of lights tour to be sent to the City for promoting on Fairlanes website to promote to East Perth.

Twilight Hawkers Market

- 19 November to 25 March.
- Forrest Place, approximately 30 – 35 stalls.
- Live entertainment.
- Similar to previous seasons; access into Forrest Place maintained at ramp entrances, temporary accessible toilet available.
- Education to food vendors around their menu signage including font used, the size and use of images as well as awareness for assisting with orders where needed.
- AIAG member, David, commented if a particular food truck has their menu online, please ensure that it is a fully accessible menu.
- AIAG member, Glennys, asked if there is any signage surrounding the demolition site of Boccelli's?

ACTION: Investigate signage around Boccelli's.

Australia Day

- Skyworks returns on 26 January: Birak Concert, Langley Park entertainment (exploring a mix of paid and free options), Air Show and fireworks.
- A festival will run from Sat 22 to Wed 26 January encompassing other events taking place.
- The City will also organise a community event in each of the six neighbourhoods, similar to this year's Australia Day Festival
 - Community Concerts likely in Claisebrook, Crawley-Nedlands, Big BBQ in West Perth, Cultural Concert in Northbridge, TBC for CBD and East Perth.
- Access consultant to be engaged to develop the DAIP for event.
- Previous Skyworks considerations include:
 - Accessibility Guide and Sensory Guide developed to be made available on our website.
 - Auslan interpreters and Audio Describers available for Birak Concert and fireworks.
 - Accessible viewing areas for Birak Concert and fireworks.
 - Matting in some key locations on grass.
 - ACROD Parking in Plain St Car Park.
 - Accessible entertainment options located near the ACROD Parking with matting, food trucks and toilets.
 - Temporary ramps to cross over from Langley Park to the foreshore across Riverside Drive curbs at multiple locations and also in Terrace Road Car Park with fencing removed.
 - Accessible shuttle via an 8-seater golf cart to take people down the 1km length of Langley Park:
 - No wheel-chair accessible option has been found with the hospitals not able to lend theirs due to insurance
 - The City asked group if anyone has a contact for a suitable cart type vehicle that is wheelchair accessible?
 - Accessible toilets, baby change facilities and parent rooms made available.

Olympics and Paralympics Welcome Home event

- Wednesday 27 October, Forrest Place, lunchtime.
- Japanese performances on stage.

	<ul style="list-style-type: none"> • Premier and Lord Mayor speeches. • 40 -50 athletes expected – Q&A and autograph signing. • Auslan interpreter and audio describer will be booked. • Accessible viewing area available. <p>ACTION: Glennys to provide Japanese drumming group contact details to Erica.</p> <p>ACTION: Investigate handrails for existing ramp at Forrest Place – are they required? David, suggested that if the gradient is not too steep, then it is not required, which is perhaps the case?</p> <p>AFL Grand Final celebrations</p> <ul style="list-style-type: none"> • Not yet confirmed what the City will be doing to leverage and support the AFL Grand Final celebrations. • Very short notice – likely weekend of grand final events e.g. live sites. • Will try out best to consider accessibility and inclusion in planning. 	
	5.2 Disability Services Update – Process for Reviewing DAIPs	12.25
	Richard Struik – Department of Communities	
	Agenda item 5.2 was postponed to next AIAG Meeting, due to time constraints.	
	5.2 International Day of People with Disability	12.35
	City of Perth Representative	
	<p>The City advised that the CEO approved the proposal to host a Community Sports Day at Wellington Square in recognition of International Day of People with Disability.</p> <p>The City asked AIAG members for expression of interest to be involved in the planning/working group for the Law Enforcement Torch Run. The following AIAG members expressed their interest: Bradley, Kyle and Glennys.</p> <p>ACTION: Glennys to provide contact details for WA Tandem Cycling Advisory Council.</p> <p>ACTION: Glennys to contact MSWA (The Multiple Sclerosis Society of Western Australia).</p>	

	<p>ACTION: Gareth to share contact details for Cruz Hogan from Special Olympics WA.</p> <p>ACTION: David to contact Goalball WA.</p>	
	5.3 Bindi Maps	12.50
	David Vosnacos, VisAbility	
	<p>David from VisAbility presented to the AIAG on BindiMaps. BindiMaps is an indoor navigation system for navigating unfamiliar indoor spaces but can be expanded to outdoors as well. It requires two components: use of an app (Android and iOS) and mapping of a location. Currently there is only one installation in Perth at KPMG over 3 floors. The system is widely used in the Eastern States in Shopping Centers. Can be used by voice, text or by following an interactive map in the app. The app itself is free – the organisation being mapped has an initial installation cost based on size and number of beacons and an ongoing service agreement.</p> <p>VisAbility is in discussions with BindiMaps to get a demonstration site installed at our Victoria Park site.</p> <p>City to conduct a trial walk through of the BindiMap in due course (when ready).</p>	
	5.4 DAIP 2021 – 2025 and Equity Diversity and Inclusion Framework	
	City of Perth Representative	
	<p>The City thanked all AIAG members for their contribution in assisting the City develop the new Disability Access and Inclusion Plan (DAIP) and Equity Diversity and Inclusion (EDI) Framework.</p> <p>The City provided all members with a copy of the DAIP and EDI Framework.</p>	
6.	General Business/ Other updates	12:45
	<p>6.1 Kings Park Familiarisation Tour – City of Perth Representative</p> <p>The Kings Park Authority are facilitating Free guided walks in Kings Park and Botanic Garden which are led by the Kings Park Volunteer Guides. They are now offering wheelchair friendly and Auslan Tours.</p> <p>ACTION: Jen to email AIAG to see if they are interested in organising a group tour. Jen to send out calendar of events and description of tours.</p>	
	6.2 Other business	

	<p>Melissa thanked the City for their two nominations in the MACWA awards.</p> <p>ACTION: Melissa to share when the announcement of the awards has been made.</p>	
	<p>Gareth asked Jen if there will be an annual Art Exhibition within the City of Perth. Jen advised Gareth that she will discuss this with him off-line after the meeting.</p>	
	<p>Next AIAG meeting</p> <p>12th November 2021.</p>	
7.	CLOSE OF MEETING	13.00