



## MEETING NOTES

### Disability and Carers Advisory Group Monday 18 November 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 3:33 pm.

#### 2.0 Attendance, Apologies and Leave of Absence Previously Approved:

##### Voting Members

Gayle Nelson	Representative Organisation Providing Services (GN) 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)
Amberley Bradley	Coordinator Community Services (CCS)
Ruth Chodorowski	Community Development Officer – Inclusive Communities (CDO-IC)

##### Apologies

Peter Thorpe	Community Representative (PT)
Bonnie Bellenzier	Representative Organisation Providing Services (BB)
Cr Lisa Cooper	Councillor Delegate (LC)

##### Observers

*Nil*

### 3.0 Presentation on Hartfield Park Masterplan Stage 2A

Darren Miller (DM), Senior Project Architect at Carabiner, Anita Harrop (AH) from O'Brien Harrop Access and Brett Jackson, Strategic Projects Director City of Kalamunda presented an overview of the Hartfield Park Masterplan Stage 2A.

#### AFL Facility:

- Facility meets the *Disability (Access to Premises — Buildings) Standards 2010*
- The existing building will be demolished once the new facility is completed
- The new pavilion is more central to the playing field, single story.
- Two UAT's proposed to be installed with lever handles, not push button. One UAT can be accessed from the outside and the other UAT is in the social room
- YH asked if the UAT doors could be a sliding door. AH replied that could be problematic if kicked in, sliding doors are not as robust
- Unisex toilets and changerooms
- Terrace seating outside
- 2 isolated dedicated wheelchair spaces on top level of the spectator viewing area
- Entry from ACROD parking bays to the building are a 1 in 20 slope, gentle fall, not officially a ramp. PC asked if this ramp has rails. DM advised only the top of the slope has a rail, the ramp itself doesn't have a rail
- 2 rows of seats, there is a handrail at bottom of the stairs not all the lengthways of the stairs
- Entry to clubrooms will be bi fold. Push down, push out bars on doors
- Ramp access to oval for emergency services
- Hearing loops in social room, committee members will be trained in how to use the hearing loops

#### Advisory Group Feedback:

- All UAT's - best practice and groups preference is to have push button so the 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
- Dedicated wheelchair seating space – this appears to be isolated from the rest of the seating which screams exclusion and segregation rather than inclusion. Can the seats be moved so they are on the same level as the rest of the seating so people with disability can sit with their friends/family. Optus Stadium and RAC Arena have 1 x access seat then a companion seat (plastic chair), access seat – companion seat etc. Another alternative is to put the accessible seating in the middle of the row instead of at the side, that way people can sit on either side of the person in the wheelchair.
- Pram ramps from ACROD parking bays – best practice and groups preference is to have handrails all the way along the incline

- Steps going down the row of seats – best practice and groups preference is to have handrails all the way down
- People with limited mobility rely on rails for balance and stability and people who are blind rely on rails for feeling where the edge of the ramps, steps are. Parents carrying a child rely on rails for balance.
- All taps in changerooms – ensure they are on the basin and not on the wall

**Rugby League Facility:**

- Facility meets the *Disability (Access to Premises — Buildings) Standards 2010*
- Single story
- Facility to be expanded, new changerooms and a social club added with a breezeway between the two buildings
- The kitchen in the existing facility to be upgraded to ensure wheelchair manoeuvrability
- Breezeway is wide enough for two wheelchairs to pass each other
- The cubicles in the changerooms are larger than standard and gender neutral
- Hand basin taps to be pushbutton on a timer

**Advisory Group Feedback:**

- All UAT's - best practice and groups preference is to have push button so the 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
- All taps in changerooms – ensure they are on the basin and not on the wall or below sink for leg push action

**Bowls Club and Tennis Facility:**

- New tennis pavilion, existing bowls pavilion to remain with central changerooms, single story
- Internal walkways have a kerb edge for people who are blind
- The ramps are 1 in 14 slopes so will have handrails all the way along
- Bowls building to have a UAT installed
- Shared changerooms to have a UAT
- New tennis pavilion will have a UAT

**Advisory Group Feedback:**

- All UAT's - best practice and groups preference is to have push button so the 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
- All taps in changerooms – ensure they are on the basin and not on the wall
- Is kerbing on the internal walkways a standard requirement? For individuals who are blind, the kerbing can be a distraction and act as a tripping hazard: may lead

to falls. If kerbing is not a standard, the group would prefer to have the walkway flush with the ground without any kerbing.

Proposed timeline:

- Rugby League proposed to be completed by December 2025
- AFL and Bowls/Tennis Facility by December 2026

Projects are City of Kalamunda, State and Federal funded, funds all locked in.

**4.0 Meeting Notes from Previous Meeting:**

That the committee acknowledges the meeting notes of the Disabilities and Carers Advisory Group held on 12 August 2024 as published and circulated, are confirmed as a true and accurate record of the proceedings.

Moved: YH  
 Seconded: GN  
 Vote: **Carried (3/0)**

**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 18 November 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.

YH asked if a request can be put in to install tactiles on Railway Rd, starting from Canning Rd through to Elizabeth St where there is a road crossing. It is very difficult crossing outside the City's Administration Building where the two entries into the carparks are.

**Action Summary:**

- CDO-IC to send a request to Assets requesting to consider putting in tactiles along Railway Rd.

**Advisory Group Action:**

The Advisory Group notes the correspondence register.

**7.0 Presentation by Community Engagement Facilitator - Wanslea**

Bonnie Bellenzier was unable to attend the meeting to present.

**8.0 Members Interest Areas:**

**8.1 Access Improvements:**

- a) Hidden Disabilities Sunflower Program and Carer Friendly Workplace.

The City's CEO is very supportive of both initiatives. CDO-IC will liaise with the People Services team to introduce both programs into the workplace.

- b) The City has commenced a monthly promotion of the Footpath Awareness Campaign and the Gopher Charging Stations on the City's Facebook page.

The Footpath Awareness Campaign will run until March 2025 and the Gopher Charging Station will finish on 18 December this year and has been well supported by the community. Feel free to share the Facebook posts out to your contacts.

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

- a) Members of the Youth Action Kalamunda (YAK) at Kalamunda Secondary Education Support Centre (KSESC) created artwork that expressed their personal interpretations of gratitude towards their Carers. These pieces were showcased in an art exhibition at Kalamunda Central during Carers Week 2024.

Kalamunda Central is generously donating a \$250 gift voucher to the student who received the most votes, which will be presented at the KSESC graduation ceremony on 29 November.

The opening and the morning tea was well supported, it was a buzz of excitement and the Carers in our community were thanked by the Mayor for their commitment, love and selflessness. The exhibition was up for a week and every artwork received a vote. One person even stated *"Sorry can't choose, they're all awesome, well done all of you, you all deserve to win, you're all stars!"* 74 community members voted.

PC said it would be great if this initiative could be held at Forrestfield Forum as well.

- 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. The volunteers and Lesmurdie High school students and staff thought the food provided was delicious and commented at how polite and professional the Kalability students were.

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

- a) Opening of All Abilities Magnolia Way Reserve  
Wednesday 4 September well attended by community members despite the rain.

## 8.4 **Safety Improvements:**

- a) Notes in correspondence register.

### **Group Action:**

The Advisory Group notes the information.

**Action Summary:**

- CDO-IC to work with the People Services team to introduce the Hidden Disabilities Sunflower Program and Carer Friendly Workplace.

**9.0 Items for Advisory Group Consideration:**

- 9.1 Yvonne Huntley (YH) asked if a volunteer group could be set up to assist ratepayers in the City of Kalamunda with travel to doctors' appointment, shopping, social outings, etc for those unable to drive.

YH mentioned that the City of Swan provides community transport. CDO-IC explained that Swan can offer this service as it is funded through their Community Care service, an Aged Care Service Provider. Kalamunda is not an Aged Care Service Provider

CDO-IC gave an overview of Kalamunda Compassionate Communities which is supported by the City and encourages neighbourhoods to get to know each other and support each other. By establishing friendly neighbourhoods older people could then reach out to this neighbourhood support network if they required assistance with transport.

**Action Summary:**

- CDO-IC to invite YH to the next Compassionate Communities meeting

**Group Action:**

The Advisory Group notes the information.

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

**10.1 MACWA Awards:**

The City has been advised they are a finalist for the Most Accessible Communities in WA Awards for public open spaces for Stirk Park Playground Upgrade and All Abilities Playground Magnolia Reserve. Winners will be announced on 5 December 2025.

## 10.2 **International Day of People with Disability (IDPWD):**

Celebrated 3 December 2024.

The City has been successful in securing a \$1000 grant. YH, PC and a crew from Building Friendships will be sharing their experiences living with a disability over a free morning tea. The access map of Central Kalamunda will be launched at this event. This event is open to everyone in the community.

Where: Kalamunda Library

When: Tuesday 3 December

Time: 10:00am–11:30am

This is a free event but bookings are essential.

Book: [trybooking.com/CVYVF](https://trybooking.com/CVYVF)

### **Advisory Group Action:**

The Advisory Group notes the business unit update information.

## 11.0 **General Business with the Approval of the Presiding Person**

PC suggested an indigenous person on our committee and suggested the new RAP Officer be invited to join. CDO-IC to speak to the new Officer to see if they are interested and perhaps come on as an Observer until the new elections take place in October 2025.

## 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 will be held on 10 February 2025 between 3.30pm and 5.00pm at the City's Administration Building, 2 Railway Road Kalamunda.

## 14.0 **Closure**

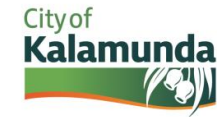
There being no further business, the Presiding Person declared the Meeting closed at 4:59pm.

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



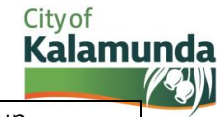
Signed: \_\_\_\_\_  
          Presiding Person

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

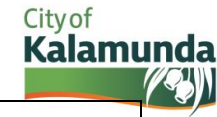


**Correspondence Register**

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>	
15/4/24 IN	<ul style="list-style-type: none"> <li>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.</li> </ul>
1/7/24	<ul style="list-style-type: none"> <li>\$10,000 allocated into the 24/25 budget for project design</li> </ul>
11/10/24 IN	<ul style="list-style-type: none"> <li>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.</li> </ul>
11/10/24 OUT	<ul style="list-style-type: none"> <li>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.</li> </ul>
15/10/24 IN	<ul style="list-style-type: none"> <li>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.</li> </ul>
<b>Future Signage</b>	
16/5/24 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>
16/5/24	<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>
9/8/24 IN	<ul style="list-style-type: none"> <li>MCPR emailed Managers and Coordinators who are responsible for signage informing them of the above request from DACAG.</li> </ul>
<b>Invitation to attend Opening of Magnolia Way Reserve</b>	
21/8/24 OUT	<ul style="list-style-type: none"> <li>Email sent to group inviting everyone to the official opening of the Magnolia Way Reserve All Abilities Play Space on Wednesday 4 September.</li> </ul>



<b>Program for autistic adults in Forrestfield, High Wycombe, Wattle Grove and Maida Vale</b>	
28/8/24 OUT	<ul style="list-style-type: none"> <li>Email sent to Gayle informing her of a Commonwealth Funded Program for autistic adults that provides an opportunity for participants to:                             <ul style="list-style-type: none"> <li>develop a more complete understanding of what it means to be autistic</li> <li>connect with other autistic people and community</li> <li>develop skills in wellbeing and self-advocacy, from an autistic perspective.?</li> </ul>                             FYI for the older students at Kalamunda Secondary Education Support Centre.                         </li> <li>Email also sent to Make It Special to distribute to their members</li> </ul>
<b>Ministerial Advisory Council on Disability (MACD)</b>	
5/9/24 OUT	<ul style="list-style-type: none"> <li>Email sent to group advising the Minister for Disability Services in looking for new members to join MACD. The Council is vital to providing the Western Australian (WA) Government with advice and perspectives on issues relating to disability in WA informed by lived experience. It engages and influences debate on fundamental issues such as access and inclusion and the employment of people with disability.</li> </ul>
<b>The Big Plan - Workshops about transitioning from school to a good life: 22nd October 2024</b>	
19/9/24 OUT	<ul style="list-style-type: none"> <li>Email sent to Gayle informing of an upcoming workshop hosted by Development Disability WA. During the workshops, families, supporters and service providers will learn about the process of coming together and engaging in person centred planning through guided conversations and reflections.</li> </ul>
<b>International Day of People with Disability</b>	
24/9/24 OUT	<ul style="list-style-type: none"> <li>Email sent to PC and YH asking if they would like to speak at the IDPWD morning tea on their life living with a disability.</li> </ul>
25/9/24 IN	<ul style="list-style-type: none"> <li>PC and YH confirmed they both would like to speak.</li> </ul>
10/10/24 OUT	<ul style="list-style-type: none"> <li>Email sent to Building Friendships asking if some of their clients would like to speak at the IDPWD morning tea.</li> </ul>



<b>Invitation to help build a thriving Forrestfield Community</b>	
26/9/24 OUT	<ul style="list-style-type: none"> <li>Email sent to group inviting everyone to attend a Community Consultation Workshop, Neighbourhood Chats at Hawaiians Forrestfield on Wednesday 23 October.</li> </ul>
<b>Invitation to Carers morning tea</b>	
3/10/24 OUT	<ul style="list-style-type: none"> <li>Email sent to the group inviting them to attend the KSESC Art Exhibition and morning tea on Wednesday 16 October at Kalamunda Central.</li> </ul>
<b>Tactiles on pedestrian crossings</b>	
11/10/24 IN	<ul style="list-style-type: none"> <li>Email from YH asking for more tactiles at some of the intersections in the Kalamunda CBD.</li> </ul>
11/10/24 OUT	<ul style="list-style-type: none"> <li>Email sent to Coordinator Design and Survey (CDS) asking if any new tactiles have been installed recently.</li> </ul>
11/10/24 OUT	<ul style="list-style-type: none"> <li>Email sent to YH reminding her of the presentation at the previous meeting by the Asset planning team where it was minuted that all new footpaths and major renewals in the future will include visual cues and tactiles at crossroads.</li> </ul>
15/10/24 IN	<ul style="list-style-type: none"> <li>Email received from CDS no new tactiles installed recently and confirming that all new projects will include tactiles.</li> </ul>