

Minutes



DISABILITY SERVICES ADVISORY COMMITTEE

HELD IN THE COUNCIL'S COMMITTEE ROOM,
953 SOUTH COAST HIGHWAY, DENMARK
ON THURSDAY, 1 SEPTEMBER 2016.

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Council Committee Meeting

1 September 2016

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1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

10.10am – *The Presiding Person, Cr Allen, declared the meeting open.*

2. RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE

MEMBERS:

Cr Mark Allen (Presiding Person)
Mr Adrian Hinds, Professional Member (Community) (Deputy Presiding Person)
Mr Mark Blowers, Community Member
Mrs Dale Fewings, Community Member
Mr Brian Harris, Denmark Over 50s Association Representative

STAFF:

Ms Claire Thompson, Executive Assistant
Ms Noni Entwisle, Finance Officer - Accounting

APOLOGIES:

Ms Gabrielle Rose, Disability Services Commission Representative
Mr Sam Barron, Health Service Manager, Denmark Health Service Representative
Mr Peter Boyes, Community Member
Mr Phil Runham, Community Member

ON LEAVE OF ABSENCE:

Nil

ABSENT:

Nil

VISITORS:

Nil

DECLARATIONS OF INTEREST:

Nil

3. ANNOUNCEMENTS BY THE PERSON PRESIDING

Cr Allen welcomed members and announced that it was good to see Mr Blowers at the meeting as he had recently been unwell.

4. PUBLIC QUESTION TIME

There were no members of the public present.

5. CONFIRMATION OF MINUTES

5.1 COMMITTEE MEETING

The Mover of a motion to confirm the Minutes of a Council or Committee meeting has to have been present at that meeting.

COMMITTEE RESOLUTION & OFFICER RECOMMENDATION	ITEM 5.1
MOVED: Adrian Hinds	SECONDED: Mark Blowers
That the minutes of the Disability Services Advisory Committee meeting held on the 7 July 2016, be confirmed as a true and correct record of the proceedings.	
CARRIED: 5/0	

6. REPORTS

6.1 Paths & Trails Advisory Committee Representative

The dual member of the Paths and Trails Advisory Committee (PATAC) Mr Boyes was not in attendance to provide an update on matters which may be of interest to the Disability Services Advisory Committee.

An issue was raised regarding moss on the footpath at the end of Strickland Street, down Barnett Street.

Mr Hinds asked about the Path Priority Plan which he believed that the Paths & Trails Advisory Committee used to determine work priorities.

The Executive Assistant advised that the Paths & Trails Advisory Committee were currently working through two guiding documents to feed into a review of the 2007 Path Development Plan, which included the Priority List, and that once the draft was finalised it would be referred to Council for adoption.

Mr Hinds asked whether the Disability Services Advisory Committee could see the draft plan before it was considered by Council.

Outcomes

- *Cr Allen stated that he would talk to Infrastructure Services about it to see if it could be cleaned off.*
- *Ms Thompson to request the Director of Infrastructure to refer the draft plan to the Disability Services Advisory Committee prior to it being considered by the Council.*

6.2 International Day of People with Disability (IDoPWD) 2016

The International Day of People with Disability 2016 will be Saturday, 3 December 2016.

Below are some updates on the proposed activities;

STORIES OF PEOPLE LIVING WITH DISABILITY – “Life Stories”

Project Outline

To write stories of people living with disability and focus on what they “can do” and “have done” and publish / launch book on the IDoPWD. The book will be distributed free of charge to library, schools and in ‘e’ format.

Update

- Mrs Fewings has been co-ordinating the project with assistance of a local Writers Group.
- Two initial quotes have been sourced for the book which are able to be accommodated within Council’s Budget.
- External organisations or groups who provide financial or in kind assistance for the production of the book to be acknowledged. Initial groups providing assistance is the Denmark Community Resource Centre (level of support to be confirmed which will determine level of acknowledgement). Ms Rose has advised that the Disability Services Commission will be releasing a funding round in coming weeks. Grants up to \$500 could be applied for.
- 100 books to be printed.

Mrs Fewings stated that she was pleased to see that the Council had provided some funding towards events planned in recognition of the International Day of People with Disability (IDoPWD). Mrs Fewings advised that a couple of publishing quotes had already

been obtained and that once the writers group had finalised the stories they would know how many pages it would be and then determine a publisher. Mrs Fewings showed members the indicative size of the booklet, being A5 and spiral bound, and the design for the cover page.

Discussion ensued regarding the language used to describe people with disability and how attitudes in society towards people with disability were changing in a positive way.

Mrs Fewings noted that there were three writers plus herself and that they had assistance from a work experience person at the Denmark Community Resource Centre.

Outcomes

- *Ms Thompson to write a grant application to the Disability Services Commission when the funding round was announced.*
- *Mrs Fewings to liaise with Ms Thompson regarding final publishing quotes and page(s) dedicated to acknowledgement of sponsors, support, writers and the Council.*

DISABILITY CHALLENGE!

Project Outline

Key Council and Council Staff personnel participating in “challenges” within the CBD after having a type of disability imposed on them with the objective of creating awareness amongst decision makers of people with disability and different types of disability.

Update

- Suggested types of imposed disability that could be represented.
 - Wheelchairs.
 - Crutches
 - Visual (different types of *visual impairment*)
 - Headphones (muted hearing) (*sensory impairment*)
 - Signage in foreign language – so that the person has to rely on someone else to provide verbal instruction (*intellectual impairment*)
- Separate event to take place on Friday, 2 December 2016.
- Challenges to be set.
- Invitations to participants to be sent.
- Promotion – Bulletin, Media Releases, videoing challenge .. other?

Discussion ensued and there was a consensus that the activity would be beneficial for new Councillors and Infrastructure Officers.

Mr Hinds stated that unfortunately his time this year would be limited due to other commitments and would not be able to substantially co-ordinate the event, as he had done in previous years. Ms Thompson stated that she would be willing to take over co-ordinate this year’s event with the assistance of one or more Committee Members. Mr Blowers stated that he would be willing and available to assist as required.

Outcome

Ms Thompson to liaise with Mr Blowers about further developing and co-ordinating the event. Other Members are welcome to assist and put forward ideas for the Challenge.

OTHER ACTIVITIES & SUGGESTIONS

At the last meeting there were some other activities and suggestions discussed which are below. The Executive Assistant has provided some commentary on some initial investigations, for further discussion.

- Events and activities planned could be done so to coincide with other events and activities such as the Paralympics and the Primary School's annual Book Week.

Officer comment: The Primary School's annual Book Week has already been held in August.

Noted.

- There could be other people within the community prepared to tell their stories who weren't necessarily clients of the Disability Services Commission.
- Mr Barron advised that if Mrs Fewings found that they didn't have sufficient people, for example people decided they did not want to tell their story, then he could raise the matter at one of their aged care meetings to try and seek other participants

Officer comment: Mrs Fewings to advise whether additional stories are required or desired at this stage of the project.

Mrs Fewings advised that they have sufficient people to interview for the book at this stage.

- Mr Blowers suggested that there could be external funding opportunities – perhaps through organisations such as Carers WA and/or Disability Services Commission.

Comment: Carers WA have advised that their funding was aimed at short break funding for carers only. Rang the Western Australian Council of Social Services who advised that this type of project was not in their scope to fund but they could promote any events through paid advertising. Ms Rose from Disability Services Commission has flagged the release of a grant round soon for up to \$500 in funding towards eligible projects. Ms Rose will advise the Executive Assistant when the grant round opens.

Outcome

Ms Thompson to apply for funding through the Disability Services Commission when the round is announced.

- Opportunity for Ms Rose and Denmark Over 50s Association to co-ordinate some people with disability, noting that some seniors had different forms of disability, who could address the Committee prior to the event to highlight barriers so that the Committee could include reference in any future challenge.

Officer comment: Ms Rose has advised that she would be happy to put the suggestion to her clients to see if there are any takers however suggested that perhaps the Committee could come up with some parameters for the project – eg. Council facilities and services only, specific areas?. Members could come up with a brief questionnaire which the Committee may want some feedback on.

Mr Harris stated that he had advised the Association and that they were aware that they could raise any concerns with him for the Committee's attention at any time.

Ms Thompson advised that Mr Blowers had found a Scuttleboard which was a games table which could be suitable for the Over 50s. Members had a look at pictures of the board noting that they cost approximately \$2,000 each. Mr Harris advised that he had

borrowed the Living Life pack from the Denmark Recreation Centre and it was at the Over 50s Clubhouse for members to use.

- Incorporation of Disability Challenge into a Roller Disco and liaise with Schools to encourage children with disability to attend the event.
 - Incorporate other activities / games and prizes to encourage maximum participation – eg. basketball.
 - Possibility of Wheelcats or similar being involved to raise event profile.
 - Mr Barron might be able to access some equipment if needed.
 - Promote and celebrate what people with disability can do.

Officer comment: Initial conversation with the Manager of Recreation & Youth Services indicated that the idea of incorporating an event with a Roller Disco was supported however he was unsure of how the format would fit and advised that there were usually about 200 children that attended the disco. For further discussion by Committee.

Council Officer, Ms Entwisle, has made initial contact with the High School and Primary School and is awaiting response. Ms Entwisle has made initial contact with Brant Garvey who is a Paralympian who is from Albany to find out whether he would be willing and available to participate in some activity in Denmark involving School Children.

Outcome

Council Officers to continue to endeavour to co-ordinate a visit to Denmark by Paralympian, Brant Garvey, with suggested opportunity of visit to local Schools, Community function and the Council.

6.3 2013 - 2018 Disability Access & Inclusion Plan (DAIP)

A copy of the adopted DAIP had previously been provided to all members and a current version of the Implementation Plan was attached for consideration and action.

The DAIP has 7 overarching Outcomes, each Outcome has Strategies and each Strategy has Actions. Whilst keeping in mind each associated Outcome and Strategy, it is recommended that the Committee should concentrate on each Action and work towards achieving these within the next five years.

OFFICER COMMENT

Updates to the Implementation Plan since the last meeting have been highlighted yellow on the attached current version (current as at 27 May 2016).

- **STRATEGY 1.2**
Action – Consider employing a carer during the school holiday program to enable children with disability to participate in the program.

Comment: Investigation into this recommendation to ascertain sufficient information for referral to Council has concluded. A report will be presented to Council in September 2016.

- **STRATEGY 2.1**
Action – Conduct an audit of all public toilets and make recommendations on the need for retrofitting existing public toilets.

Comment: At the last meeting members requested a copy of the last toilet audit which had previously been referred to. The Executive Assistant has received advice from the Director of Community & Regulatory Services as follows;

- 1) The toilet audit was an outcome under the adopted 2007 DAIP;
- 2) The audit was being undertaken as part of the initial “You’re Welcome” Program.

- 3) As far as I can see we do not have and have never had an audit apart from “You’re Welcome” and required works list;
- 4) It however goes without saying that new and majorly renovated ablution blocks comply with accessibility standards.

In light of the above, the Director of Community & Regulatory Services has advised that apart from the following Shire managed ablutions recorded on the Access WA website he cannot locate any other written audit. This notwithstanding the Director has advised that it is likely that he could accommodate an internal audit through his Directorate if the Committee so wished;

Council Managed Ablutions including the You’re Welcome Program

- Accessible Toilet, Berridge Park, Denmark
- Accessible Toilet, Crowea Court Unisex, Denmark
- Accessible Toilet, Norm Thornton Park, Denmark
- Administration Centre, Denmark

Discussion ensued and a consensus was reached that an in-house audit would be adequate and more financially viable in the first instance.

Mr Blowers stated that there were no public toilets available at the southern end of Strickland Street noting that people had to walk all the way back to the Civic Centre.

Mr Hinds advised that there was a near the Chamber of Commerce which perhaps could be used by the public if need be. Discussion ensued on possible solutions.

Outcome

- *Ms Thompson to liaise with the Chief Executive Officer about the co-ordination of an in-house public toilet audit to determine levels of accessibility which includes the following key considerations;*
 - *Door – size, handles, weight, opening time;*
 - *Other factors consistent with the You’re Welcome assessment.*
- *Cr Allen and Ms Thompson to discuss with the Chief Executive Officer about liaising with the Chamber of Commerce and/or the property owner about having the toilet(s) available to the public.*
- STRATEGY 1.7
Action – Check the facilities of the Shire of Denmark’s entries on the You’re Welcome website and advise Access WA of any identified corrections / amendments to the information are up to date on, at least, an annual basis.

Comment: Council Officers have extracted the entries from the website and they are attached for perusal of members. It is recommended that Council managed facilities be reviewed in house by Council Officers and that a letter be sent to all private businesses on the list advising them of the entry, providing them of the details and encouraging them to check the currency of the information.

Outcomes

- *Ms Thompson to arrange for a letter to be sent to the private businesses to identify whether they are still operating and, if so, if the details are still current.*
- *Ms Thompson to discuss with the Chief Executive Officer a process of assessing or re-assessing any Council owned and run facilities to update or add information to the Access WA website.*

6.4 Future Committee “Walk Around”

At the last meeting members requested to view a map to discuss a potential “walk around” to review any areas which may present potential barriers for people with disability.

It was suggested that the following areas could be considered;

- New construction areas
- Areas which haven’t previously been looked at;
- High use areas – such as locations where major events were held.

A map was provided to members at the meeting to discuss a potential location for reviewing.

Mr Hinds suggested that perhaps the Paths & Trails Priority List could be used to identify areas that the Committee could look at, when the list becomes available. At the request of Members, Mr Hinds provided information on where previous walk arounds had been done.

Discussion ensued and Members agreed that the area from Hardy Street and along Mount Shadforth Road could be looked at. It was noted that there were no street lights in the area and in some places there was no footpath.

Outcome

- *Ms Thompson to schedule a “Walk Around” as an informal gathering, rather than a formal meeting, at a time and date to be determined in liaison with Ms Rose from the Disability Services Commission. It was agreed that the day should be a Wednesday.*
- *Ms Thompson to provide a copy of the previous “Walk Around” report to Cr Allen for information.*

6.5 Accessible Information Services

At the last meeting, Mr Hinds provided a copy of a pamphlet titled Accessible Information Services published by Visibility. Mr Hinds referred to the Access Consultancy service and asked whether the Shire could investigate the services that they provide. Following discussion the Committee resolved as follows;

“That the minutes of the Disability Services Advisory Committee recommend that Visibility be contacted to discuss their access consultancy service and find out what they could offer the Shire of Denmark and at what cost.”

Council Officers have made some enquiries and provide the following information on the services that they provide;

- Accessible Media Production can convert our written documents into braille or audio.
- Website Reviews – review accessibility of content on websites.
- Vision Impairment Workshops - give staff planning and design guidance regarding awareness of what needs to be allowed for.
- Physical Consultancy – review new building plans for accessibility as well as onsite audits of buildings in construction.
- Access Consultancy is a fee for service @ \$152.00 per hour plus the cost of travel and accommodation.

Officer Comment: The cost of these services should be weighed up with the benefit to the Shire and/or the Community. With respect to planning, design and building, Council Officers are aware of, and must comply with, Australian Standards which include provisions for people with disability. Council’s website has accessibility features and should there be any specific issue raised then it can be addressed at the time with Council’s website

developers. There have been instances of this and the developers have rectified the issue within 48 hours.

Discussion ensued and it was agreed that given the costs involved the Committee would not proceed to recommend engagement of their services however, members noted that the services were available if required in the future.

7. GENERAL BUSINESS

7.1 Taxi Service for People with Disability

Mr Blowers referred to the recent Committee request to write to the Denmark Taxi to see whether they were considering or would consider providing a vehicle which could accommodate an electric wheelchair or gopher. Mr Blowers advised that he had spoken with them and that they had indicated that it wouldn't be economically viable for them to purchase a suitable vehicle. Mr Blowers stated that there was some need but not enough to justify the financial outlay.

Discussion ensued in relation to the possibility of grant funding which may be available for transport companies who would like to provide wheelchair accessible transport. Members discussed other transport options in Denmark such as hiring a community bus, the HACC bus and the Over 50s Volunteer Driver Program.

Mr Hinds raised the possibility of the Shire, or other individual or business, purchasing a bus and provided some figures for purchase and running costs.

Ms Thompson advised that the Seniors Advisory Committee were also looking into transport options particularly between Denmark and Albany for people who needed to attend medical appointments. Ms Thompson stated that the Eclipse Taxi had trialled a commercial operation a few years ago however it had not been financially viable for them to continue with it.

Outcomes

- *Cr Allen to discuss with Ms Rose from Disability Services Commission the possibility of grant opportunities that may be available to transport companies to purchase wheelchair accessible vehicles.*
- *Mr Blowers to discuss with Mr Barron the possibility of taking the HACC Service Bus to Albany more frequently to assist people who need to attend medical appointments or other health related treatment.*

7.2 Crossing South Coast Highway near Co-op Corner

Concerns were raised about the safety of crossing South Coast Highway near the Denmark Co-operative corner particularly in relation to vehicles travelling at speed. Members were concerned that vehicles often seemed to be travelling too fast and discussed what could be done to provide a safer crossing. Suggestions included requesting the Denmark Police to monitor the speed of vehicles near the intersection and requesting Main Roads to consider lowering the speed limit through town to 40km/h or 30km/h.

Outcome

Ms Thompson to refer the matter to the Council's Roadwise Advisory Committee which has representation from both the Denmark Police and Main Roads WA.

7.3 Tactile Paving

Mr Blowers asked whether tactile paving was a requirement under the Australian Standards as he believed it to be difficult to navigate on in a wheelchair. Mr Blowers advised that his wheelchair had stopped suddenly when it had come to some tactile paving recently and suggested that perhaps other options should be considered.

Ms Thompson advised that tactile paving was not a requirement under the Australian Standards and that the recommendations provided recently by the Committee to Infrastructure Services had been for textured coloured paint instead of tactile paving.

7.4 Access WA Website Listings

It was noted that the You're Welcome website was a good tool for people looking for accessible places within Denmark and the State. Members suggested that promotional opportunities be encouraged and explored.

Outcome

Cr Allen, as the Council's Delegate to Denmark Tourism Inc., to raise the matter with them to see if they are aware of the website and whether they could assist with promoting it.

8. NEXT MEETING

The next meeting of the Disability Services Advisory Committee will be held on Wednesday, 26 October 2016 commencing at 10.00am.

9. CLOSURE OF MEETING

12.00pm – There being no further business to discuss, the Presiding Person, Cr Allen, declared the meeting closed.

The Chief Executive Officer recommends the endorsement of these minutes at the next meeting.

Signed: _____
Bill Parker – Chief Executive Officer

Date: _____

These minutes were confirmed at a meeting on the _____.

Signed: _____
(Presiding Person at the meeting at which the minutes were confirmed.)