

DISABILITY ACCESS AND INCLUSION COMMITTEE

MINUETS OF MEETING

WEDNESDAY 23 FEBRUARY 2023

4:00PM – 5:00PM

SHIRE OF WYNDHAM EAST KIMBERLEY – COUNCIL MEETING ROOM

1. ATTENDEES AND APOLOGIES

ATTENDEES	
Nick Allen	Shire of Wyndham East Kimberley - Chairperson
Brooke Coleman-Smeekens	Shire of Wyndham East Kimberley - Minuet Taker
Biba Lodge	WA Country Health Services
Tom Davidson	East Kimberley Job Pathways
Jasmine Schubert	Wayfinder
APOLOGIES	
<u>Maria Khan</u>	<u>DLGSC</u>
<u>Denise Gallo</u>	<u>NDIS</u>
<u>Michael Sweeney</u>	East Kimberley Job Pathways

2. ACTIONS ARISING FROM PREVIOUS MINUTES

See below action register.

3. GENERAL BUSINESS

3.1 Disability Access Audit

Attached is the summary of the Shires Disability Access Audit for several Shire Facilities. Shire staff are currently working to pull out priorities and some structure about how we will go about fixing and upgrading the facilities to meet current access requirements. The Shire greatly values the committees input into what the priorities should be.

- A first priority is to address direct access issues for facilities (can they get into the building/area)
- Focusing on things such as walkways and pathways, ramps and stairs and parking
- The aim is to have this audit be referred to in the asset management plan which will allow budget to be allocated to these upgrades
- Any new projects will be completely up to standard, for example the new leisure centre upgrade
- There will still be a changing places facility in the new leisure centre redevelopment which will be accessible to those who need it at any time the facility is open, free of charge

- The committee agrees that access to high traffic areas and facilities such as celebrity tree park, other parks and pools, should be a priority of the Shire
- Another focus the committee agrees with is making sure the access and accessible features meet safety standards also, for example having the correct railings on stair cases and correct gradient on ramps

3.3 Kununurra Leisure Centre Redevelopment

The Shire currently have first drafts of the plan but are still making minor tweaks to it, a final concept plan will be available to the Shire by the end of the week and as soon as Nick is allowed he will share it with the committee to review. This concept plan will not have a lot of detail (such as materials and measurements) but it will be a good idea of what the final project will look like. The project is heavily budget driven and is looking to upgrade the aquatic area, changerooms and building a changing places facility.

3.4 Wayfinder Updates

Tom presented the attached Power Point presentation to the committee to update on Wayfinder's disability service programs for the year. There are three programs that will be run and they are:

- All abilities sport and recreation
 - This is the same program that has been running for a couple years
 - This is aimed at getting individuals active and increase sport participation
 - Club based capacity building and engagement is available
- Formal Support Pathways Program (individuals)
 - This is aimed at individuals who have done informal care at home and would like to move into more formal care in the workplace
 - Starting with progressive engagement building to get individuals working from 9 up to 20 hours a week
 - They will be working with local service providers to gain on the job experience
- Building Accessible Workplaces Program (businesses)
 - This is aimed at engaging local businesses that want to create more accessible workplaces for current or future employees
 - Participating businesses will be added to the accessible employer database
 - Wayfinder will do skills matching to inform people with disability of job openings with accessible employers

Any questions on these programs can be directed to Tom.

3.5 Disability Services Database for Kununurra

Information shared by Jasmine regarding the Kimberley Supports website:

<https://kimberleysupports.org.au/> <https://kimberleysupports.org.au/for-service-providers/>

Register your business here: <https://kimberleysupports.org.au/register-your-services-2/>

Learn how to use the map: <https://www.youtube.com/watch?v=qUWEBRwMQ5Q>

The online My Place NDIS Portal or website may also have a service provider registry:

<https://www.ndis.gov.au/participants/working-providers/find-registered-provider/provider-finder>

4. FUTURE AGENDA ITEMS

- Actions arising from today's meeting

- Email Brooke with any items you wish to add to the agenda

5. CONFIRMATION OF NEXT MEETING

Next meeting to be confirmed but will be in April or May depending on availability.

6. MEETING CLOSE

5:00PM

Disability Access and Inclusion Committee Action List as of 22 February 2023

ACTION	PERSON RESPONSIBLE	DUE DATE	COMPLETE	NOTES
Share Airport audit with committee	Brooke	MAR 2023		
Share on social media information around leaving disability toilets clear and not using them as a store room.	Brooke - Nick	DEC 2022		Nick to follow up before next meeting
Discuss with the CEO and Councilors who will be the best Council representatives moving forward.	Nick	FEB 2022		Nick Kearns to bring it up at the April briefing meeting.
Invite Wendy Carter (Wendy.carter@health.wa.gov.au) to the committee.	Brooke & Biba	FEB 2022	11 MAR 22	Email address given does not work – Tom will send Brooke correct email – Jasmine will forward email to Brooke
Send Zane’s (accessible Tourism) contact info to Matt Dear	Laura - Tom	JULY 2022		Tom will send info to Nick to pass onto Matt Dear.
Email Brooke complaint made to KNX Post Office	Tarna	JULY 2022		
Write letter on behalf of DAIC to Aus Post regarding access complaint	Brooke	AUG 2022		
Email Brooke access complaint about Shell Express	Laura	JULY 2022		
Write letter on behalf of DAIC to Shell Express regarding access complaint	Brooke	JULY 2022		
COMPLETE ACTIONS				
Confirm with the airport who owns the access equipment such as lift	Brooke	DEC 2022	19 OCT 22	
Share Sport 4 All information with the DAIC	Brooke	DEC 2022	19 OCT 22	
Share BICWA webinar workshop links with DAIC	Brooke	JULY 2022	25 JUL 2022	
Share the full Disability Access and Inclusion Audit with the committee	Brooke	OCT 2022	19 OCT 22	
Circulate DAIP Annual Report once approved	Nick Allen	JULY 2022	17 AUG 2022	
Send Cambridge DA to Brooke to circulate with DAIC	Matt & Brooke	JULY 2022	1 AUG 2022	
Forward email complaint regarding airport services to Brooke and Nick to follow up	Tarna, Brooke & Nick	JULY 2022	25 JUL 2022	Tarna forwarded complaint through on 25 July and nick followed up same day

Share the event accessibility checklist on the Facebook Community Noticeboard.	Brooke Sebastian	MAY 2022	5MAY 22	
Send committee invitation to new community member (nurse).	Laura Little	JUNE 2022	11 MAY 22	
Share Michael Farmer's email and BICWA information with the committee.	Nick Allen	JUNE 2022	3 MAY 22	
Send contact info for the access auditors to committee members and share with the community for anyone else who wants to utilise them.	Nick Allen	JUNE 2022	3 MAY 22	
Send Talent Pool Program information to committee, anyone who has any recommendations should contact Nick Allen or Jae at the Leisure Centre	Nick Allen / All committee members	JUNE 2022	3 MAY 22	
Share Wayfinder Weekly Planner with Committee	Brooke	JUNE 2022	3 MAY 22	
Add checklist to the event application process	Brooke	JUNE 2022	9 MAY 22	
Create an info pamphlet on creating an accessible event based off the questionnaire.	Brooke will create the pamphlet with the help of the committee.	MAY 2022	15 MAR 22	Brooke found an existing pamphlet online and created one based off that. For the committee to approve at next meeting
Talk to SWEK HR about training for staff and remind them about outcome set in DAIP.	Brooke	FEB 2022	21 FEB 22	
Put out a media release seeking new members for the DAIC.	Brooke and Sebastian	FEB 2022	15 MAR 22	Request has been sent to Seb, post will be out this week
Minutes of DAIC meeting to be available on the Shires website along with accessibility related links and forms.	Brooke and Sebastian	MAY 2022	11 MAR 22	
Email Brooke feedback regarding accessibility at the Ord Valley Muster so Brooke can forward the information to Margot McTaggart.	Tarna	FEB 2022	21 FEB 22	