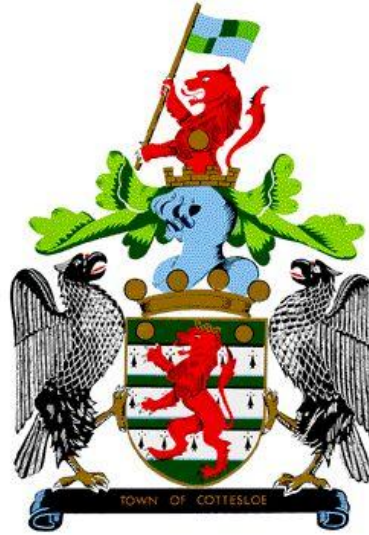


TOWN OF COTTESLOE



DISABILITY SERVICES ADVISORY COMMITTEE

MINUTES

MAYOR'S PARLOUR, COTTESLOE CIVIC CENTRE
109 BROOME STREET, COTTESLOE
10:30 AM, TUESDAY, 5 DECEMBER 2017

DISABILITY SERVICES ADVISORY COMMITTEE

1. DECLARATION OF MEETING OPEN / ANNOUNCEMENT OF VISITORS

The Presiding Member declared the meeting open at 10.35 AM.

2. RECORD OF ATTENDANCE / APOLOGIES

Present

Cr Helen Sadler	Presiding Member
Chris Wiggins	Committee member
Hilary Rumley	Committee member
Christine Hanrahan	Lady Lawley Cottage

Officers Present

Nicholas Woodhouse	Manager Engineering Services
Garry Bird	Manager Corporate and Community Services
Sherilee Macready	Community Development Officer

Apologies

Cr Rob Thomas	Elected Member
Karena Sherriff	SHINE Community Services
Bridget Cheffins	Community member
Patricia Carmichael	Community member
Lyn Edmondson	Lady Lawley Cottage
Maja Doslo	Department of Communities Disability Services

3. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

Moved Garry Bird, Seconded Chris Wiggins

The Minutes of the Disability Services Advisory Committee meeting held on 7 November 2017, be confirmed.

Carried

4. FORMAL ADOPTION OF THE TOWN OF COTTESLOE'S 2018-2023 DISABILITY ACCESS AND INCLUSION PLAN AND RECOMMENDATION TO COUNCIL

The 2018-2023 Disability Access & Inclusion Plan has been through a community consultation process and has also been reviewed by the Disability Services Advisory Committee.

Refer to Attached document: 2018-2023 Disability Access and Inclusion Plan.

OFFICER RECCOMENDATION:

THAT the Town's Disability Services Advisory Committee recommend to Council that the 2018-2023 Disability Access and Inclusion Plan be adopted.

Not supported at this meeting

The Committee discussed the contents of the draft Disability Access and Inclusion Plan (DAIP) and agreed to defer its adoption until the next meeting, scheduled for 27 February 2018. Discussion centered on the request to either prepare a more specific Implementation Plan that could be separate to the DAIP or whether to make the DAIP more specific in terms of inserting information about the current status of project/tasks and expected completion of projects/tasks. It was agreed that Cr Sadler would discuss this with the Community Development Officer and the Manager Corporate Community Services in a timely manner following the Committee meeting.

5. ACTION ITEMS

Refer to Attachment 1.

6. NEW BUSINESS

6.1 Acknowledgment of Lyn Edmondson's (from Lady Lawley Cottage) contribution to the Disability Services Advisory Committee

As Lyn Edmondson has recently left her position at Lady Lawley Cottage, the Presiding Member formally acknowledged the contribution that Lyn has made to the Committee and the community of Cottesloe.

6.2 Acknowledgement of all current committee members from the Disability Services Advisory Committee

As all positions for the Committee are currently being advertised, the Presiding Member formally acknowledged all current Committee members for their contribution to the Committee and the community of Cottesloe.

6.3 Review of the Disability Services Advisory Committee Charter

As the Charter is currently being reviewed by Council, Cr Sadler requested that the Charter be brought back to the Committee before final adoption. It was felt that some of the areas of the Charter could be improved for example the wording of the 'Vision', and a new name for the Committee could be considered.

6.4 Improving Access and Parking Bays near the Albion Hotel

Mrs Rumley requested that the parking bay area near the Albion Hotel could be improved in terms of its access. Mr Woodhouse made a note of this item and said he would consider it as part of next year's Capital Works projects.

7. NEXT MEETING

Tuesday, 27 February 2018

8. MEETING CLOSURE

The Presiding Member announced the meeting closed at 11:45 AM.

ATTACHMENT 1

Action/Task		Status/Minutes	Current Action	Person Responsible	Date/Due date
2017/1	Reconciling the Cottesloe Beach Universal Access Path with the existing bitumen road.	<p>Recommendation that there is a compliant access path from the top of Indiana Restaurant to the revitalised disabled toilets below.</p> <p>The issue of a blind bend identified near Cottesloe Surf Life Saving Club where the cycle path meets the universal access path.</p>	<p>Administration to submit this recommendation to Emerge Associates.</p> <p>Contact Emerge Associates to request traffic and cyclist calming measures be included, particularly at points where the bike path intersects with the universal access path.</p>	Manager Engineering Services	31 January 2018
2017/2	Formalise the process of booking the Beach Wheelchair at Cottesloe Beach.	Request for a record of bookings be kept by the lifeguards and volunteer surf life savers, particularly to include the ad hoc bookings that occur.		Community Development Officer	Ongoing project: keep on the Agenda.
2017/3	Beach Access Path Refurbishment.	The Town investigate the feasibility of a universal beach access path at Napier Street as part of the next phase of this project.		Manager Engineering Services	
2017/4	Crossing at the intersection of Gibney Street and Marine Parade.		It is anticipated that construction of the crossing will start in April 2018.	Manager Engineering Services	Ongoing project: keep on the Agenda

2017/5	Access at Sea View Golf Club.	Funds granted to Sea View Golf Club were given for the 2017/2018 financial year meaning the funds will need to be spent by 30 June 2018.	Information provided to the Committee with the terms of the funding and whether universal access and an installation of a disabled toilet was part of this. (See attached Council Report from April 2017).	Manager Corporate and Community Services	Completed
2017/6	Access to facilities at North Cottesloe Beach.	Access will be considered as part of the North Cottesloe stage of the Cottesloe Foreshore Renewal.		Manager Engineering Services	Ongoing project: keep on the Agenda
2017/8	Training for Life Saving Club Volunteers to assist with access to Beach Wheelchairs at Cottesloe Beach.	<p>Mrs Rumley raised the issue of whether the volunteer surf life savers from Cottesloe Surf Life Saving could be trained to lift people into the beach wheelchair which in her view would negate any public liability insurance and manual handling concerns.</p> <p>An update was provided at the meeting. Please also refer to the attached email from Surf Life Saving WA which addresses Action Item 2.</p>	<p>1. Investigate whether assistance to lift people into beach wheelchairs is provided at beaches nearby to Cottesloe, and if so, how they had overcome their concerns and barriers with regards to manual handling and public liability insurance.</p> <p>2. Locate the correspondence already received from Surf Life Saving W.A. with regards to the terms of the level assistance their lifeguards will provide with access to the beach wheelchair.</p>	Community Development Officer	Completed
2017/9	Attract more representatives to	Hold one Committee meeting per year at a Cottesloe Disability		Community Development	

	the DSAC.	Services Agency for e.g. Lady Lawley Cottessloe.		Officer	
2017/10	Ensure that events are accessible to people with disabilities.	Implement access advice into Sculpture by the Sea planning, including whether beach matting on their Access Days could be made available after hours for Lady Lawley Cottage clients to utilise.		Community Development Officer	
2017/11	Ensure that events are accessible to people with disabilities.	Make available temporary ACROD event passes.		Manager Corporate and Community Services	
2017/12	Ensure that signs and signals are carefully designated to inform all users.	Signage for significant projects such as the Cottessloe Foreshore Renewal to be reviewed by the DSAC.		Manager Engineering Services	
2017/13	Advocate to location businesses, tourist venues and community groups the requirements for, and benefits flowing from the provision of accessible venues.	Issue invitation to Procott Board for a representative to attend a DSAC meeting in the first half of 2018.		Manager Corporate and Community Services	
2017/14	Review of Disability Services Committee Charter.	As the Charter is currently being reviewed by Council, Cr Sadler requested that the Charter be brought back to the Committee		Manager Corporate and Community Services	24 April 2018 Committee Meeting

		before final adoption. It was felt that some of the areas of the Charter could be improved for example the wording of the 'Vision', and a new name for the Committee could be considered.			
2017/15	Town of Cottesloe car park – Station Street.	Mrs Rumley requested that the parking bay area near the Albion Hotel could be improved in terms of its access. Mr Woodhouse made a note of this item and said he would consider it as part of next year's Capital Works projects.		Manager Engineering Services	30 June 2018