

Meeting Minutes

Meeting Date	25/02/2025	Time	12pm – 1pm
Meeting Venue	Council House, MR 11 Wondju Reception Room, Level 11		
Meeting Name	Access and Inclusion Advisory Group		
Meeting Objective/s	To provide strategic guidance to the Administration and Council on Equity, Diversity and Inclusion matters such as the Disability, Access and Inclusion Plan (DAIP) 2021 - 2025.		
Chairperson	Tracey Hirst, Alliance Manager Community Services.		
Minute Taker	Curtis Blackwood, Administration Officer Community Services		
Attendees	<p>Access and Inclusion Advisory Group members</p> <ul style="list-style-type: none"> • Ben Cox • Emily Kendall • Emma Kenton • Eugene Glazman • Gareth Goodway • Glennys Marsdon • Jill Dixon • Melissa Northcott • Stuart Jenkinson <p>City of Perth administration/presenters</p> <ul style="list-style-type: none"> • Michelle Reynolds, Chief Executive Officer • Rebecca Taylor, General Manager Community Development • Tracey Hirst, Alliance Manager Community Services • Jodi Lendrum, Community Services Coordinator • Curtis Blackwood, Administration Officer <p>External presenters</p> <p>Observers</p> <p>Elected members are invited to attend as an observer only.</p>		
Apologies	<ul style="list-style-type: none"> • Nina-Marie Butler • Tayla Taseff • Katherine Campbell • Clare Gibellini • Daniel Stokes • Amber Dennis • Jodi Lendrum 		

Agenda Items

1. Meeting opens

Meeting commencement at: 12pm

Notification given that the meeting will be recorded.

2. Acknowledgement of Country (Tracey Hirst)

The City of Perth kaditj kalyakool moondang-ak kaaradj midi boodjar-ak ngala nyininy, Wadjak Noongar yoongar wer bandany Aboriginal yoongar yooarme boodjar-ool.

Ngalang woola Boorloo wer Derbal Yerrigan kalyakoorl, wongin kadadjiny wer, wirn-yoodan.

Ngalang kaditj Birdiya koora wer yeyi moondang-ak kaaradjiny.

The City of Perth acknowledges the traditional custodians of the land we are situated on, the Whadjuk people of the Nyoongar nation and Aboriginal people from other lands.

We celebrate the continuing traditions, living culture, and the spiritual connection to Boorloo and the Derbal Yerrigan.

We offer our respects to Elders past and present.

3. Acknowledgement of Lived Experience

We acknowledge that each person's journey is unique, respected and valued. It's through the courage and determination of those sharing lived experience that we can identify the changes needed to move towards an inclusive space for all.

4. Attendance: as listed on previous page

Apologies noted by the Chair.

5. Confirmation of previous meeting minutes

Minutes from meeting held on 26 November 2024.

Moved: Emma Kenton

Seconded: Eugene Glazman

6. Disability, Access and Inclusion Plan Presentations

6.1 Citiplace and Rest Centre Refurbishment (presenter Kerry McBain)

Re: DAIP action 2.1: Improve access in the public realm and availability of public amenities

An overview of minor works to improve accessibility while the Citiplace Community Centre and Rest Centre was provided.

The project scope for both buildings include painting, lighting, reception areas, wet areas, and wayfinding. The delivery of these refurbishments will take place over the next two financial years. There is opportunity for the Advisory Group to provide further feedback when the designs are more progressed.

The Advisory Group suggested Citiplace Community Centre could be a potential venue for the next Advisory Group meeting.

6.2 Project update: Accessibility of the City's public artworks (presenter: Tracey Hirst)

Re: DAIP action 3.1.10: Undertake a review of existing artworks and plaques to identify remediation works to make more accessible, where practicable

The results of the accessibility audit on the City's public artworks was presented including the overview on trends observed:

- Murals and mosaics tended to be the most accessible artworks.
- Sculptures and three-dimensional artworks showed relatively more accessibility challenges (e.g. plaques tarnishing over time, affecting readability)
- Artworks in high traffic areas have a higher likelihood of being co-located with public infrastructure that supports accessibility (e.g. seating)

The City's artwork walking trail was discussed, as well as improving accessibility to expanding the City's existing online access to public artworks.

6.3 DAIP Progress Report (presenter: Tracey Hirst)

- 89 (86%) of actions are complete
- 9 (9%) of actions are in progress
- 5 (5%) of actions have not yet commenced

7. General Business

7.1 Feedback on events and infrastructure in the city (presenter: Glennys Marsdon)

- Glennys praised the City of Perth for incorporating previous feedback from the Advisory Group into events. Photos were provided of the Sensory Space (tent), Accessible Viewing area with rubber matting over the grass to improve accessibility and the Assistance Animal Relief area.
- Feedback was provided on the current redevelopment of the Perth Cultural Centre, particularly problems with the ramp (leading to nowhere) and another ramp with loose matting presenting accessibility issues. The advised it City will pass on this feedback to the Department of Local Government, Sport and Cultural Industries, who are the agency responsible for these works.
- The universally accessible public toilets at the Langley Park Pavilion and Supreme Court Gardens toilets have doors requiring manual opening. The best practice is for automatic doors (push button to open).

ACTION:

1. [The City to pass on the group's feedback to the Department of Local Government, Sport and Cultural Industries regarding the Perth Cultural Centre.](#)

7.2 International Day of People with Disability 2025 (Tracey Hirst)

The group was asked for initial ideas to inform the City's planning for the day. The Advisory Group provided the following:

- Rebound Perth – Wheelchair basketball
- City of Kwinana – Local School participation
- Special Olympics Torch Run – Supreme Court Gardens activities suitable for people with disabilities.

The group also highlighted that events do not necessarily need to be on the day itself but could be anytime in November.

7.3 Reminder of the invitation to the PJ Harvey Concert, 4 March 2025 (Tracey Hirst)

The group were reminded of the upcoming the deadline to RSVP to attend the PJ Harvey concert (enabling the provision of feedback to Kings Park on accessibility).

8. Next Meeting Dates

Tuesday 27 May 2025

Tuesday, 26 August 2025

Tuesday, 25 November 2025

9. Close

Meeting closed at 12.50pm.

Appendix 1 – Action list

Actions	Responsibility	Comments
<p>1. Debrief of event site maps- Twilight Food Market and City of Light Show</p> <p>a. <i>City: To find out which inbuilt toilet type was provided at Fringe Russell square as a potential option for the Twilight Food Market.</i></p> <p>b. <i>City: To find out whether the permanent toilet facilities at Elizabeth Quay could be opened using a MLAK and report to the Advisory Group Members.</i></p> <p>c. <i>City: To share the accessible and sensory guides for the events with the Advisory Group Members to be promoted within their communities.</i></p>	<p>a and b. Erica Harris, Coordinator Events/ c. Jodi Lendrum, Coordinator Community Services</p>	<p>COMPLETED</p> <p>a. Fringe hired a regular toilet block however fabricated their own ramp system which they own and install. The City does not have access to something similar and space would not allow for this set-up in Forrest Place during the Twilight Food Market.</p> <p>b. Development WA have confirmed that whilst the permanent changing places toilet is accessible using a MLAK key, access after 8pm requires security to be contacted to open the front gate (available 24/7). This information is provided on the National Public toilet website. The toilets are now open until 10pm on event days.</p> <p>c. Ongoing.</p>
<p>2. City of Perth Bike Plan and Walking in the City Plan</p> <p><i>City: To share the link to the community consultation for the two plans with the Advisory Group members when it is open for comment.</i></p>	<p>Sebastian Davies-Slate, Senior Transport Planner Transport and Urban Design/ Jodi Lendrum, Coordinator Community Services</p>	<p>COMPLETED</p> <p>Community Consultation was sent to the AIAG members on 3 July for feedback.</p>
<p>3. Russell Square</p> <p>a. <i>City: To pass on feedback regarding the public toilets on the corner of James Street and Melbourne Street to the City's Waste team.</i></p> <p>b. <i>Advisory Group members: To provide further feedback for improvement by the end of May 2024.</i></p>	<p>Jodi Lendrum, Coordinator Community Services</p>	<p>COMPLETED</p> <p>a. Information on public toilets sent through to the City's waste team.</p> <p>b. No further feedback provided.</p>

<p>4. Kings Park Lightscape <i>City: To send formal invitation to the Advisory Group members for the pre-event walkthrough on 5 June 2024.</i></p>	<p>Jodi Lendrum, Coordinator Community Services</p>	<p>COMPLETED Invite sent on 27 May to AIAG members. Seven members attended on the night and provided feedback to Kings Park.</p>
<p>5. ARTRAGE Access and Inclusion Plan <i>a. City: Share the link to employment and volunteer opportunities at Fringe World with Advisory Group members.</i> <i>b. City: Share information on the progress of the Russell Square project with ARTRAGE (Katie Dixon)</i></p>	<p>Jodi Lendrum, Coordinator Community Services</p>	<p>ACTON a. COMPLETED: <u>Employment opportunities FRINGE WORLD Festival - 19 Jan to 18 Feb 2024</u> Action b. COMPLETED</p>
<p>6. Diversity stickers (LGBTQIA+ Plan action) <i>a. Advisory Group members: To provide suggestions on alternative symbols that could be used.</i> <i>b. City: Review the proposed decal.</i></p>	<p>a. Advisory Group members b. Tracey Hirst, Alliance Manager Community Services</p>	<p>ACTION NO LONGER REQUIRED As it is proving challenging for an agreed design across all Advisory Groups, this action is not being progressed.</p>
<p>7. Acknowledgement of Lived Experience <i>City: To include the acknowledgement of lived experience as a standing item in the Advisory Group meeting agenda.</i></p>	<p>Tracey Hirst, Alliance Manager Community Services.</p>	<p>COMPLETED Action from meeting 20/08/2024 (item 6.1)</p>
<p>8. 'Make your event shine' guide <i>City: To include image/s of people with disability in the digital version of the guide.</i></p>	<p>Tracey Hirst, Alliance Manager Community Services.</p>	<p>COMPLETED Action from meeting 20/08/2024 (item 6.2)</p>
<p>Actions</p>	<p>Responsibility</p>	<p>Comments</p>
<p>9. Redevelopment of the Perth Cultural Centre <i>City: To passes on feedback on issues with the ramp (leading to nowhere) to the Department of Local Government, Sport and Cultural Industries, who are the agency responsible for these works.</i></p>	<p>Tracey Hirst, Alliance Manager Community Services.</p>	<p>Action from meeting 25/2/25 (item 7.1)</p>