

MEETING NOTES

Notes from the meeting of the Access & Inclusion Advisory Committee held 10am Thursday 30 November 2023 at the JC Rose Room.



1	<p>Declaration of Opening of Meeting The meeting was opened at 10:00am by Cr. WE without a quorum present.</p>
2	<p>Acknowledgement of Country delivered by Cr. WE The Shire of Manjimup respectfully acknowledges the Noongar people as the Traditional Custodians of the lands in which we work throughout the region and we pay our respects to their Elders, past, present and emerging.</p>
3	<p>Attendance / Apologies Members Present: Cr. W. Eiby K. Brown (Community Development Officer) C. Mills (Manager Technical Services) C. Smith (Disability Services Representative) D. Mottram (Disability Services Representative – <i>Proxy</i>) N. Giblett (Community Representative) Apologies/Absences: Cr. J. Darin C. Peet (WACHS) S. Edmonds (Community Representative) M. Hayhow (Community Representative) E. Stokes (Building Services) S. Markotis (Community Development Officer - <i>Proxy</i>) T. Della Franca (WACHS - <i>Proxy</i>) P. Krispyn (Manager, Building Services - <i>Proxy</i>) L. Lockyear (Manager, Home & Community Care - <i>Proxy</i>) D. Tapley (Community Representative) Guests: G. Schipp (Administration Officer – minute taker) Shire President, Cr. D. Buegge B. Rose (SoM CEO)</p>
4	<p>Declaration of Interest</p> <ul style="list-style-type: none"> • Nil
5	<p>Confirmation of Minutes Due to no quorum being present, the meeting minutes from the 10 August meeting were not able to be confirmed.</p>
6	<p>Council Decisions on Committee Recommendations That Council:</p> <ol style="list-style-type: none"> 1. Receive the unconfirmed minutes of the Access and Inclusion Advisory Committee meeting held 10 August 2023; 2. Endorse the Augmentative and Alternative Communication concept to enhance the accessibility and promote inclusiveness within the Shire of Manjimup; 3. Support the first stage of implementation of Augmentative and Alternative Communication signage at the Manjimup Regional AquaCentre and the Manjimup Public Library; and 4. Consider supporting the investigation and subsequent implementation of an Augmentative and Alternative Communication Board at the Manjimup Heritage

	Park, pending further discussion with the Manjimup Heritage Park Advisory Committee.
7	<p>Business Arising from Action Sheet</p> <ul style="list-style-type: none"> KB attended two workshops by the City of Bunbury regarding AAC boards. They went through design, specifications and suitable locations for installation. Stage 1 of the AAC project will be the signage at the AquaCentre that will be customised for the Shire. In the interim the pool has implemented aided language displays (ALD) provided from Developmental Disability WA. The Manjimup Heritage Park is the next stage in the project where a communication board is installed. It is envisioned that the Park Café and Visitor Centre will have similar ALD's for display. CM has looked into ACROD parking by the café and it may be too difficult due to pathways, staff parking and delivery drivers requiring access. CM advised that a footpath ramp has been installed near the drop off point by front entrance of the Manjimup Visitor Centre. Sam Cleveland from the Visitor Centre may be able to provide feedback regarding use of the ramp and drop off point. CM provided an update on the Quinninup Post Office step. The step has been made safe; however, the building is unable to be made accessible unless the front façade is taken off and replaced. An upgrade may be looked at in the future. CM advised that new paths have been installed on Pemberton's main street. Johnson street, Blechynden street, Ipsen street & Bath street have also been upgraded. Main road in Northcliffe to be upgraded next week and is funded through a grant.
8	<p>General Business / New Matters</p> <ul style="list-style-type: none"> Shire President advised that Council had received a presentation from the 'No More Homeless' movement. It is a tiny home village concept to counteract homelessness. The tiny homes are not permanent housing but linked up to waste & electricity. Can go on private and public land. WE attended a WA tourism conference recently. Tourism WA is pushing for accessible tourism. Suggested the committee start collating info on how the Shire can support accessible tourism. CM mentioned that the boxes by the front counters in Coles are creating very inaccessible aisles. Suggested that the Shire remind businesses to be aware of accessibility during this holiday season. Suggested the information can be circulated through Manjimup Chamber of Commerce and Industry. DM acknowledged the Commonwealth Bank for their AAC implementation, stating they are leading the way in the town for accessible business. CS advised the committee that he would be resigning due to contract ending at MESC. Thanked the committee for their ongoing efforts. KB stated that the Access and Inclusion Plan is being presented to Council on 7 December to be adopted. A copy of the updated plan will be forwarded to committee once it has been endorsed. KB advised that the wheelchair at the Manjimup Visitor Centre has been used 4-5 times and is getting more and more enquiries as the days progress.
9	<p>Meeting Closure & 2024 Meeting Dates</p> <p>WE declared the meeting closed at 10:26am. Meeting dates for 2024; 10am Thursdays, 8 February, 16 May, 15 August & 14 November.</p>

Access and Inclusion Advisory Committee - Action Items as at 30 November 2023

Item	Description	Updated Status	Responsibility	Action by
1.	Accessible Playground Equipment Manjimup Heritage Park	<ul style="list-style-type: none"> The Shire have received some quotes for accessible equipment. Still awaiting formal confirmation of funding from Windmill Farms as part of their proposal to wind-up operations. KB to follow up. Walpole playground upgrades have been included in the Shire's 2023/2024 annual budget. Pemberton on hold. 	K Brown	Ongoing
2.	Fencing Manjimup Heritage Park	<ul style="list-style-type: none"> Investigating the option of a 'barrier' between water and playground. This is to impede access to water by runaway children to give carer more time to stop the runaway. Feedback from Manjimup Macedonian Club is that they would like to be involved in some historic display within the Park. Idea around creating timeline on involvement of our people displayed on some screening idea to act as both educational and 'barrier'. Further need to investigate funding options and costs – in liaison with the Manjimup Heritage Park Advisory Committee. 	K Brown (in liaison with Spencer Roberts, Parks Manager)	Ongoing
3.	Old School Site Manjimup – Cherry Glades Housing development	<ul style="list-style-type: none"> 1st stage fully sold. Stages 2 & 3 will meet gold standard. Conversations are continuing with the Shire of Manjimup and Ministers and Premier on the future of affordable housing in Manjimup. The Shire are still negotiating with the Government on ownership and management on the west side of the site. Currently parked by the government. 	K Brown	Ongoing
4.	Communication Access - Introducing AAC communication in the Shire of Manjimup	<ul style="list-style-type: none"> Committee supportive of AquaCentre & Manjimup Library as a starting point – trial. KB and DM to continue to work together to progress this action item, including sourcing training options. Suggestion of planning an excursion from MESC to facilities so staff can see AAC in use by MESC students and staff. Once implemented at the AquaCentre & Manjimup Library, look into implementing installation of communication board in playground at Heritage Park (budget to be determined). 	D Mottram K Brown	Ongoing

Access & Inclusion Advisory Committee Action Items

page 1 of 2

		<ul style="list-style-type: none"> Aided language displays (ALD) from Developmental Disability WA have been implemented at the AquaCentre. 	
--	--	---	--

Current Parked Ideas

- Attraction Package Concept** - Proposal to develop a promotional package that will attract Retirees – Tree Changers. Seniors Housing Site in Manjimup should be included in promotional material.

Operational Items

- Inclusive Equipment in Playgrounds Audit** – S Markotis is updating website and will include information on accessibility within our playgrounds.
- Manjimup Footpaths** – Shire’s Community Services Department to maintain spreadsheet of current areas of concerns. Group encouraged to take photos and email them through so they can be captured.