TOWN OF VICTORIA PARK

Access and Inclusion Advisory Group

Agenda – 7 June 2023

WE'RE OPEN
VIC PARK

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1 Opening

Acknowledgement of country

Ngany kaaditj Noongar moort keny kaadak nidja Wadjak Noongar boodja. Ngany kaaditj nidja Noongar birdiya – koora, ye-ye, boorda, baalapiny moorditj Noongar kaadijtin, moort, wer boodja ye-ye.

I acknowledge the traditional custodians of this land and respect past, present and emerging leaders, their continuing cultural heritage, beliefs and relationship with the land, which continues to be important today.

1 Opening

Acknowledgement of country

2 Attendance

Access and Inclusion Advisory Group Members	David Vosnacos (Chair)
	Petrina Scott (Deputy Chair)
	Asile Wong
	Caitlin McLeod
	Conor Mahady
	Ian Tsolakis
	Ingrid Moore
	Merilyn Adamson
	Sally Willmott
	Shirley Barnes
	Mayor Karen Vernon
	Deputy Mayor Claire Anderson
	Cr Luana Lisandro

Manager Community	Paul Gravett
Coordinator Community Development	Annie Withrow
Manager People and Culture	Graham Olson

Meeting secretary	Lizzie Shepande

Presenters

Manager Stakeholder Relations	Roz Ellis
Manager Business Services	Trent Prior
Strategic Projects Manager	Rizwan Check

Observers

Mission Australia Community Engagement Facilitator	Wajma Padshah

Apologies

Access and Inclusion Advisory Group Members	Pauline Wetternhall

3 Presentations

3.1 Town of Victoria Park website update

Time	10 minutes
Presenter	Manager Stakeholder Relations/Customer Engagement Coordinator
Attachments	Nil

Purpose of the item

Access and Inclusion Advisory group members review upgraded website.

Outcome

Group members will test the website and give feedback.

Strategic outcomes

Civic Leadership	
Community priority	Intended public value outcome or impact
CL2 - Communication and engagement with the community.	Engage the community to participate in decision making of core projects.

Social	
Community priority	Intended public value outcome or impact
S3 - Facilitating an inclusive community that celebrates diversity.	Ensure diverse community groups have access to information in various formats.

3.2 Transition to cashless parking meters

Time	30 minutes
Presenter	Manager Business Services
Attachments	Nil

Purpose of the item

Following the engagement with several internal working groups, the Town has selected to transition to cashless parking meters as part of next year's capital work project.

Outcome

The aim of the discussion is to identify how the Town should communicate this transition to the broader community and ensure that motorists are informed in a meaningful way.

Discussion points

- What information should be included within a Frequent Asked Questions document?
- How can the Town best communicate this transition to cashless parking meters?
- What resources should be considered to assist with the rollout? (Businesses, community groups, newsletters, etc).

Strategic outcomes

Civic Leadership	
Community Priority	Intended public value outcome or impact
CL1 – Effectively managing resources and performance.	Ensure that the Town resources provide the best long-term value for the community.

Environment	
Community priority	Intended public value outcome or impact
EN2 - Facilitating the reduction of waste.	Transitioning to ticketless and cashless parking meters reduces unnecessary maintenance and collection costs and removes the need for paper roles.

Next steps

The information gained from the discussion will be reflected within the Town's project and communication plan.

3.3 Archer Mint bike lane project update

Time	30 min
Presenter	Strategic Projects Manager
Attachments	1. 300303518-100-701- T 4 [**3.3.1** - 6 pages]

Purpose of the item

The Archer Mint Bike Lane, part of the Archer Mint Streetscape Improvement Plan endorsed by Council, is progressing at detail design stage. In addition to protected bike lanes, the project aims to improve critical infrastructure such as intersections, roundabouts, pedestrian crossings and bus stops by slowing down vehicles and creating raised crossings where possible.

The project team would like to seek guidance to ensure that the mobility needs of various users are considered as part of the design process.

Outcome

A&I group provide input on accessibility requirements on the development of the detailed design. for next financial year 2023/2024.

Strategic outcomes

Civic Leadership	
Community priority	Intended public value outcome or impact
CL2 - Communication and engagement with the community.	Engagement with various group such as schools, local business and community to improve access to the Town Centre.

Social	
Community priority	Intended public value outcome or impact
S1 - Helping people feel safe.	Creation of slow speed environment with narrow road width and better pedestrian crossing infrastructure. Better access to the Town Centre with increased number of pedestrians.

4 Items for discussion

4.1 Access and Inclusion Updates

Reporting officer	Inclusion Officer
Origin of request	Council resolution
Attachments	Nil

Purpose of the item

Update on Access and Inclusion Plan implementation and progress.

Outcome

Inform the group on Access and Inclusion actions and initiatives.

Discussion points

- Access and Inclusion Plan 2022-2027 progress
- Priority Area updates
  - Employment
- Access, Inclusion and Diversity updates

Strategic outcomes

Civic Leadership	
Community priority	Intended public value outcome or impact
CL2 - Communication and engagement with the community.	Provide the group with information on Access and Inclusion implementation progress.

Social	
Community priority	Intended public value outcome or impact
S3 - Facilitating an inclusive community that celebrates diversity.	Empower the community to be engaged and confident in acknowledging and celebrating diversity.

Next steps

Continue to bring updates of projects and initiatives in the Town to the group for discussion.

Further information

Nil.

5 General business

(Group members can table feedback, ideas and general discussion topics regarding Access and Inclusion within the Town here).

6 Actions from previous meetings

Action	Responsible Officer	Status/Comment	Close Date
Circulate the presentation to give group members opportunity to provide further feedback.	Inclusion Officer	Compete - Circulated with meeting notes.	15 March 2023
Manager Business Services will give an update to the group at the June 2023 meeting re proposed parking system.	Manger Business Services	Pending – Update to 7 June meeting	7 June 2023
Inclusion officer to share contact details of group members/guests who would like to participate in the project.	Inclusion Officer	Complete - Circulated with meeting notes	15 June 2023
Place Planning (Economic Development) Officer to inform Chris Chambers to attend the Town's Business Advisory Group.	Economic Development Officer	Complete - Next meeting is in June 2023.	15 March 2023
Group members to consider participating in Business Accessible Guide photoshoot for graphic design	Economic Development and Inclusion Officer	In progress- Group members will be contacted	
Town officers to consider streamlining the EOI process and the number of reports to council to endorse new group members.	Inclusion Officer	Completed – Governance have reviewed and agreed to have a streamlined EOI process for Advisory Groups.	May 2023
Town officers to consider not using overlays on the new website wireframe.	Customer Relations Manager	Pending – Website being presented to 7 June 2023 meeting	7 June 2023
Access and Inclusion Group members to participate in community review panel to user test.	Customer Relations Manager	Pending - Group will be notified on review panel dates.	7 June 2023

People and culture officers to work with Access and Inclusion member (Petrina Scott) to support with employment of people with disability process at the Town.	People and Culture Manager	Complete - Update given to 7 June 2023 meeting.	7 June 2023
The Town will seek to fill four job roles within 2023 calendar year.	People and Culture Manager	Pending - Update given to 7 June 2023 meeting.	7 June 2023
The Town consider mentorship program to support people with disability in the workplace.	People and Culture Manager	Pending - Update given to 7 June 2023 meeting.	7 June 2023
The Town to consider employing people with disability with diverse skill sets that they choose from to minimise extended interview processes.	People and Culture Manager	Pending - Update given to 7 June 2023 meeting.	7 June 2023

7 Close