



TOWN OF
VICTORIA PARK



Access and Inclusion
Advisory Group
Notes – 13 November 2020



WE'RE OPEN
VIC PARK

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1 Opening

Meeting opened: 1pm

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 kaadijin, 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.

The Access and Inclusion Advisory Group voted on the Chair and Deputy Chair.

Outcome

The Access and Inclusion Advisory Group endorsed David Vosnacos as Chair and Petrina Scott as Deputy Chair.

2 Attendance

Access and Inclusion Advisory Group Members

Asile Wong
David Vosnacos
Pauline Wettenhall
Petrina Scott
Shirley Barnes

Councillor

Cr Claire Anderson

Councillor

Cr Luana Lisandro

Manager Community

Paul Gravett

A/Coordinator Community Development

Katie Schubert

Community Development Officer

Lizzie Shepande

Meeting secretary

Christy Neems

Presenters

Nil

Observers

Nil

Apologies

Merilyn Adamson
Kim Elis

4 Items for discussion

4.1 Terms of Reference

Reporting officer	Lizzie Shepande/Katie Schubert
Origin of request	Council resolution
Attachments	1. Access and Inclusion Advisory Group Draft Terms of Reference [4.1.1 - 3 pages]

Purpose of the item

All group members were officially appointed by Council at the August or October 2020 Ordinary Council Meetings. As per [Policy 101 Governance of Council Advisory and Working Groups](#), the Town is required to report back to Council with an agreed Terms of Reference for the group by December 2020 Ordinary Council Meeting.

Outcome

The outcome being sought is group agreement of the Terms of Reference.

Discussion points

Group to review draft Terms of Reference including meeting frequency, duration and time.

Strategic outcomes

Civic Leadership	
Strategic outcome	Intended public value outcome or impact
CL08 - Visionary civic leadership with sound and accountable governance that reflects objective decision-making.	Well managed and governed advisory group through group agreement of Terms of Reference.

Next steps

The Town is required to report back to Council with an agreed Terms of Reference for the group by December 2020 Ordinary Council Meeting.

Further information

Nil.

The Access and Inclusion Advisory Group discuss the draft Terms of Reference.

Outcome

Membership – Term

The Access and Inclusion Advisory Group recommend a 24 month membership term (consideration for Elected Members at 12months in line with elections and Terms of Reference for 12 months)

Recommendation for the group to comprise of three (3) elected members (an increase from two (2) elected members).

Meeting Procedure

The Access and Inclusion Advisory Group recommend adding a clause that allows the group to meet remotely if required. Feedback on this recommendation suggests that meeting remotely is allowable under the current Terms of Reference, as the meeting location has not been specified.

Recommendation for Access and Inclusion Advisory Group meetings to be held quarterly between 4pm-6pm on Monday or Wednesday.

Actions

Town Officer to amend terms of reference from “group member appointment of 12 month term” to “group member appointment of 24 month term”.

After making two requested amendments, the Town Officer to submit amended terms of reference to December 2020 Ordinary Council Meeting (OCM) for endorsement by Council.

5 General business

Outcome

The Access and Inclusion Plan is current to 2022. The Town will commence reviewing the current plan mid-2021.

ACROD Parking - Recommendation made to investigate the re-spraying of the ACROD parking bays located in the Balmoral Hotel.

The Town are participating in the national ACROD awareness campaign – “This Bay is someone’s Day”.

The Town is collaborating with Mission Australia and Vic Park Collective for International Day of Persons with Disabilities to raise awareness by screening eight short films presented by Wide Angle Film Festival that reflect the lived experiences of people living with disabilities.

The Town’s CEO has signed the Lighthouse Project agreement to increase the employment of people with disability in local government.

Next meeting to be scheduled Monday 8 February 2021 at 4:30pm.

Actions

Town Officer to liaise with Operations Team to determine who is responsible for the upkeep of the two ACROD parking bays located in the Balmoral Hotel.

Town Officer to find out when the Town’s parking bays are audited and relay information back to the Access and Inclusion Advisory Group.

6 Actions from previous meetings

Nil.

7 Close

Meeting closed 1:50pm