

TOWN OF BASSENDEAN

MINUTES

ACCESS & INCLUSION COMMITTEE

HELD IN THE COUNCIL CHAMBER, 48 OLD PERTH ROAD, BASSENDEAN
ON WEDNESDAY 14 MARCH 2018, AT 10.10AM

1.0 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Director Community Development opened the meeting.

2.0 ELECTION OF PRESIDING MEMBER AND DEPUTY PRESIDING MEMBER

Election of Presiding Member

Under delegated authority of the Chief Executive Officer, the Director Community Development conducted the election of the Presiding Member. One nomination was received for Cr Kathryn Hamilton. The Director Community Development declared Cr Kathryn Hamilton elected as Presiding Member.

Election of Deputy Presiding Member

Due to the absence of two members, the election of Deputy Presiding Member was deferred until the next meeting.

Acknowledgement of Traditional Owners

Cr Hamilton conducted an Acknowledgement of Country.

3.0 ATTENDANCES, APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE

Cr Kathryn Hamilton, Presiding Member
Annie Klaassen
Darren Taylor
Tina Klein

Officers

Graeme Haggart, Director Community Development
Mona Soliman, Manager Seniors and Disability Services

Amy Holmes, Minute Secretary

Apologies

Terri Aldridge

4.0 DEPUTATIONS

Mr Jonathan Smith of Echo Community Services spoke to the Committee about potential projects and partnerships with his organisation and possibly including the City of Bayswater.

5.0 CONFIRMATION OF MINUTES

Nil

6.0 ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

Nil

7.0 DECLARATIONS OF INTEREST

Nil

8.0 BUSINESS DEFERRED FROM PREVIOUS MEETING

Nil

9.0 REPORTS

9.1 Instrument of Appointment and Delegation

As this is the first meeting of the new Committee, members were asked to review the current Instrument for opportunities for improvement.

Of particular interest is the Committee's objectives that should continuously be reviewed to reflect contemporary legislation and terminology.

In the past, where more nominations are received than required, practice has been to encourage participation and amend the Instrument of Appointment and Delegation to accommodate all nominees.

As not all vacancies have been filled, the Committee is requested to consider the current Committee membership composition and how many additional members would benefit the functioning of the Committee.

Committee noted that advertising is to proceed to fill vacancies and that the Instrument of Appointment and Delegation can be reviewed at any time. That being the case Committee chose not to amend the document at this time.

COMMITTEE/OFFICER RECOMMENDATION – ITEM 9.1

AIC – 1/03/18

MOVED Tina Klein, Seconded Annie Klaassen, that the Committee notes the Instrument of Appointment and Delegation.

CARRIED UNANIMOUSLY 4/0

9.2 Nomination to Committee

Membership to Committees of Council, including the Access and Inclusion Committee (AIC), was recently advertised. All nominations received to sit on the AIC were endorsed by Council. Membership to Committee is six being one Councillor and five community and agency representatives. The Instrument of Appointment and Delegation provides that the Committee shall consist of ten members and so four positions are currently vacant.

Council has resolved to readvertise to fill the vacancies. Members are encouraged to canvas those who may wish to make a contribution to nominate.

It was agreed by the Committee that members should canvas suitable candidates and Town staff will canvas relevant organisations/departments.

COMMITTEE/OFFICER RECOMMENDATION – ITEM 9.2

AIC – 2/03/18

MOVED Annie Klaassen, Seconded Darren Taylor, that Committee members encourage nominations by suitable candidates for the vacant Committee positions when next advertised.

CARRIED UNANIMOUSLY 4/0

9.3 Access & Inclusion Plan

It is a legislative requirement that the Town has an Access and Inclusion Plan (AIP) to address barriers to engagement and participation in community affairs that are experienced by members of the community.

The AIP is required to be rewritten each five years. The Town's AIP is now due for replacement and an allocation provided in the current budget to engage a consultant to assist the Town prepare the AIP.

A consultant's brief has been prepared to commence the request for quotes process.

It is expected the consultant will be in place at the next meeting of the Committee and will be in attendance and provide a progress report.

Once adopted, the Committee will receive an AIP Action Plan implementation update report to each meeting.

COMMITTEE/OFFICER RECOMMENDATION – ITEM 9.3

AIC – 3/03/18

MOVED Tina Klein, Seconded Annie Klaassen, that the information on the Access and Inclusion Plan, be received
CARRIED UNANIMOUSLY 4/0

9.4 Seniors & Disability Services Business Unit Update

The Manager Seniors and Disability Services provided the following update report on the business unit activity:

Workforce Update

- One new Support Worker commenced in February
- Recruitment for two more casual Support Workers has been finalised.
- Replacement for a Home Garden Maintenance officer remains in progress. The position has been readvertised.

Home Care Packages (HCP)

- The Town currently has 26 level 2 – 4 HCP clients.

Home and Community Care (HACC)

- There were seven new referrals received in February.

- There only remains 12 clients to transition from HACC to NDIA
- Several HACC clients have been assessed as ineligible for NDIA. HACC will continue to fund them in the interim.

NDIA

- The Town currently has 13 participants funded and managed by the Federal Scheme.

WA NDIS

- There remains four clients funded under the WA NDIS (managed by Dept. Communities, Disability Services) receiving services by the Town. They will transition to the Federal system by the end of the financial year.

Fee for Service

- Nine clients funded by NDIA but managed by other organisations or themselves
- 12 clients funded by HCP and managed by other organisations
- One new client commenced in our Day Centre this year, otherwise no changes

Commonwealth Home Support Program (CHSP)

- Due to commence in July 2018 with all current HACC clients over the age of 65 being transitioned to the Federal scheme
- New agreements are being finalised and will be dispatched for signing in the near term
- Unit prices are the same as the current HACC prices however there's flexibility in fee that can be charged to clients

Hyde Retirement Village

- Units 8, 24 and 15 have been filled.
- Units 6 and 7 vacant.

TRACCS - New Client Management Software

- Working with developer on financial and payroll reporting

COMMITTEE/OFFICER RECOMMENDATION – ITEM 9.4

AIC – 4/03/18 MOVED Annie Klaassen, Seconded Darren Taylor, that the report on the Seniors and Disability Services business unit update, be received.

CARRIED UNANIMOUSLY 4/0

9.5 Other Committee Business

- Committee to shortlist some programmes that they would like to see happening in the Town in the future. Town staff to seek grant funding opportunities.
- Installation of hand rails in ambulant toilets at the Bassendean Shopping Centre. Town staff to contact Hawaiian regarding this issue.
- Proposed audit of shops in the Town to assess accessibility. Any grant funding opportunities.
- Carers WA seeking participants to be involved in the community garden at the Bayswater Bowling Club.
- Swan Districts Football Club have set up an Access Committee to address accessibility issues. Please pass on any ideas to Annie Klaassen.

COMMITTEE RECOMMENDATION – ITEM 9.5(a)

AIC – 5/03/18 MOVED Tina Klein, Seconded Annie Klaassen, that Town staff contact Hawaiian regarding the installation of hand rails in ambulant toilets at the Bassendean Shopping Centre.

CARRIED UNANIMOUSLY 4/0

COMMITTEE/OFFICER RECOMMENDATION – ITEM 9.5

AIC – 6/03/18 MOVED Tina Klein, Seconded Cr Hamilton, that the Other Committee Business items raised by members, be received.

CARRIED UNANIMOUSLY 4/0

10.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

11.0 **ANNOUNCEMENTS OF NOTICES OF MOTION FOR THE NEXT MEETING**

Nil

12.0 **CONFIDENTIAL BUSINESS**

Nil

13.0 **CLOSURE**

The next meeting will be held on Wednesday 16 May 2018, commencing at 10.00am.

There being no further business, the Presiding Member closed the meeting at 11.29am.