



# Minutes

## Disability Services Advisory Committee

Held at the Shire of Denmark Committee Room,  
953 south coast highway, Denmark on  
Thursday 10 October 2019.

### Contents

<b>DISCLAIMER .....</b>	<b>2</b>
<b>1. Declaration of opening / Announcement of visitors.....</b>	<b>3</b>
<b>2. Record of attendance / apologies / approved leave of absence.....</b>	<b>3</b>
<b>3. Announcements by the person presiding.....</b>	<b>3</b>
<b>4. Confirmation of minutes .....</b>	<b>4</b>
<b>5. Reports.....</b>	<b>4</b>
5.1 Review draft proposed designs for car parking access improvements within CBD – presented by Director of Assets and Infrastructure Mr David King. ....	4
5.2 International Day of People with Disability event update. ....	4
5.3 Lighthouse Project Update. ....	5
5.4 Alex Rutter, APM Service area manager for the Southwest and Great Southern, Introduction and outline of his role within the National Disability Agency. ....	5
<b>6. General business.....</b>	<b>5</b>
6.1 Transport.....	5
6.2 Paths and Trails Advisory Committee (PATAC) .....	6
6.3 Acknowledgment of Accessible Entry at Catholic Church. ....	6
6.4 Workforce Plan.....	6
6.5 Acknowledgment of Committee Members .....	6
<b>7. Closure of meeting.....</b>	<b>6</b>

# Council Committee Meeting

10 October 2019

## **DISCLAIMER**

These minutes and resolutions are subject to confirmation by the Committee and therefore prior to relying on them, one should refer to the subsequent meeting of the Committee with respect to their accuracy.

No responsibility whatsoever is implied or accepted by the Shire of Denmark for any act, omission or statement or intimation occurring during Council/Committee meetings or during formal/informal conversations with staff.

The Shire of Denmark disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council/Committee meetings or discussions. Any person or legal entity who acts or fails to act in reliance upon any statement does so at that person's or legal entity's own risk.

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a license, any statement or limitation or approval made by a member or officer of the Shire of Denmark during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Denmark. The Shire of Denmark warns that anyone who has an application lodged with the Shire of Denmark must obtain and should only rely on WRITTEN CONFIRMATION of the outcome of the application, and any conditions attaching to the decision made by the Shire of Denmark in respect of the application.

## **1. Declaration of opening / Announcement of visitors**

*10.05am – The Presiding Person, Cr Allen, declared the meeting open.*

*Cr Allen welcomed invited guests Mr David King, Shire of Denmark Director Assets and Sustainable Development and Mr Alex Rutter, Advanced Personnel Management (APM) Service Area Manager for the Southwest and Great Southern.*

## **2. Record of attendance / apologies / approved leave of absence**

### **Members:**

Cr Mark Allen, Presiding Person  
Mr Adrian Hinds, Community Professional (Private Sector)  
Mr Peter Boyes, Community Member  
Ms Yvonne Hortin, Community Member  
Ms Helen Spencer, Community Member  
Ms Lyn Perry, Denmark Over 50s Association Representative

### **Staff:**

Mr David King, Director Assets and Sustainable Development  
Mrs Claudia Simpson, Community Development Officer

### **Apologies:**

Ms Emma Spencer-Percy, Community Member  
Mrs Kylie Spencer, Denmark Health Service Representative  
Ms Anwen Handmer, Community Member  
Mr Damian Schwarzbach, Acting Manager Community Services

### **On leave of absence:**

Nil

### **Absent:**

Nil

### **Visitors:**

Mr Alex Rutter, Advanced Personnel Management (APM) Service Area Manager for the Southwest and Great Southern

### **Declarations of interest:**

Nil

## **3. Announcements by the person presiding**

*Cr Allen announced that all committee positions for the Disability Services Advisory Committee would become vacant following the local Government Election on the 19 October 2019. Once the new Council is appointed the committee would likely be re-established and community member positions would be advertised. Cr Allen thanked the current members for their contributions and commitment to the group.*

*Noted*

#### 4. Confirmation of minutes

The Mover of a motion to confirm the Minutes of a Council or Committee meeting has to have been present at that meeting.

<b>COMMITTEE RESOLUTION &amp; OFFICER RECOMMENDATION</b>	Item 4.1
Moved: Peter Boyes	Seconded: Lyn Perry
That the minutes of the Disability Services Advisory Committee meeting held on the 12 August 2019, be confirmed as a true and correct record of the proceedings.	
Carried:5/0	

#### 5. Reports

##### 5.1 Review draft proposed designs for car parking access improvements within CBD – presented by Director of Assets and Infrastructure Mr David King.

*Mr King presented three concept designs to the committee. Mr King explained that the proposed parking improvements had been developed according to the priorities highlighted by the DSAC during the CBD Walk Around held on 8 April 2019. Mr King also noted that two of the improvement areas could be completed this financial year. And the third area would be completed next financial year, if not achievable within the current Budget.*

*The areas discussed in order of priority included: the parking bay opposite Denmark Pharmacy, the parking bay opposite Denmark Post Office and the parking bay opposite Massimo's pizza. It was noted that works will commence in early 2020.*

*The proposed designs have been included as an attachment.*

##### Outcome

*The Committee agreed with the designs and works implementation plan as proposed by Mr King.*

10.45 am – Mr King left the room and did not return.

##### 5.2 International Day of People with Disability event update.

*Mrs Simpson provided a brief update of the event planned. Mrs Simpson explained she has approached WA Disabled Sports Association (WADSA) to deliver an adaptive multisport event in Denmark as part of International Day of People with Disability on Tuesday 3 December. Mrs Simpson is still awaiting their response.*

*Mr Alex Rutter said APM would like to be involved in the event and that they may be able to offer support.*

*The committee decided to set up an informal working group to continue planning for this event.*

### Outcome

*The following members agreed to be part of the International Day of People with Disability informal event working group:*

- *Cr Mark Allen*
- *Mr Adrian Hinds*
- *Mr Peter Boyes*
- *Ms Yvonne Hortin*
- *Ms Helen Spencer*
- *Ms Lyn Perry*
- *Mrs Kylie Spencer*
- *Alex Rutter*

*The group will meet on Wednesday 23 October at the Shire of Denmark Committee room at 10am.*

### **5.3 Lighthouse Project Update.**

*Mrs Simpson presented an update of the project which aims to create a new career pathway and employment opportunities for people with disability. Mrs Simpson advised that expressions of interest had been advertised in the local newspapers, on the Shire's website and on social media and the closing date for applicant submissions is 31 October 2019. Mrs Simpson said the project had generated community interest and a number of applications had already been received.*

*Noted.*

### **5.4 Alex Rutter, APM Service area manager for the Southwest and Great Southern, Introduction and outline of his role within the National Disability Agency.**

*Mr Rutter discussed the role of APM as a National Disability Insurance Scheme (NDIS) provider. Mr Rutter explained APM provides assistance with transitioning to NDIS, planning support and capacity building for community and individuals. Mr Rutter said APM is currently working on various projects including developing a permanent presence for Break the Boundary in the Great Southern and the Lighthouse project with the Shire of Denmark.*

*Noted.*

## **6. General business**

### **6.1 Transport**

*Ms Perry raised concerns for vulnerable people who have been adversely impacted and isolated by the withdrawal of the taxi service in town.*

*The same sentiment was echoed by Ms Hortin.*

### Outcome

*Cr Allen noted the concerns and said he will continue to discuss the issue with Council and continue to encourage a whole community approach to solving the problem.*

## **6.2 Paths and Trails Advisory Committee (PATAC)**

*Mr Boyes advised that he did not receive an invitation to the PATAC meeting held on 4<sup>th</sup> October 2019. Mr Boyes expressed his disappointment at not being notified of the meeting. Mr Boyes requested for the minutes of the PATAC meeting to be sent to him.*

### Outcome

- *Cr Allen noted Mr Boyes concerns.*
- *Ms Simpson will request for a copy of the minutes to be sent to Mr Boyes.*

## **6.3 Acknowledgment of Accessible Entry at Catholic Church.**

*Mr Hinds acknowledged the work by Mr Peter Boyes and the Catholic church to improve accessibility by providing entry ramps. He requested for the committee to formally acknowledge the church.*

### Outcome

*Cr Allen noted the improvements and advised he would acknowledge their efforts at next Council Meeting.*

## **6.4 Workforce Plan**

*Ms Helen Spencer enquired when the Shire's Workforce Plan would be publicly available.*

### Outcome

*Cr Allen advised the Workforce Plan would be considered at the 15 October Council Meeting.*

## **6.5 Acknowledgment of Committee Members**

*Mrs Simpson acknowledged all committee members for their ongoing support and commitment to improving the lives of people with disability in Denmark.*

*Noted*

## **7. Closure of meeting**

11.50 am – There being no further business to discuss the Presiding Person, Cr Allen, declared the meeting closed.



## Disability Services Advisory Committee, Meeting 10 October 2019

### Attachment 1 - Proposed access improvements to parking areas within CBD

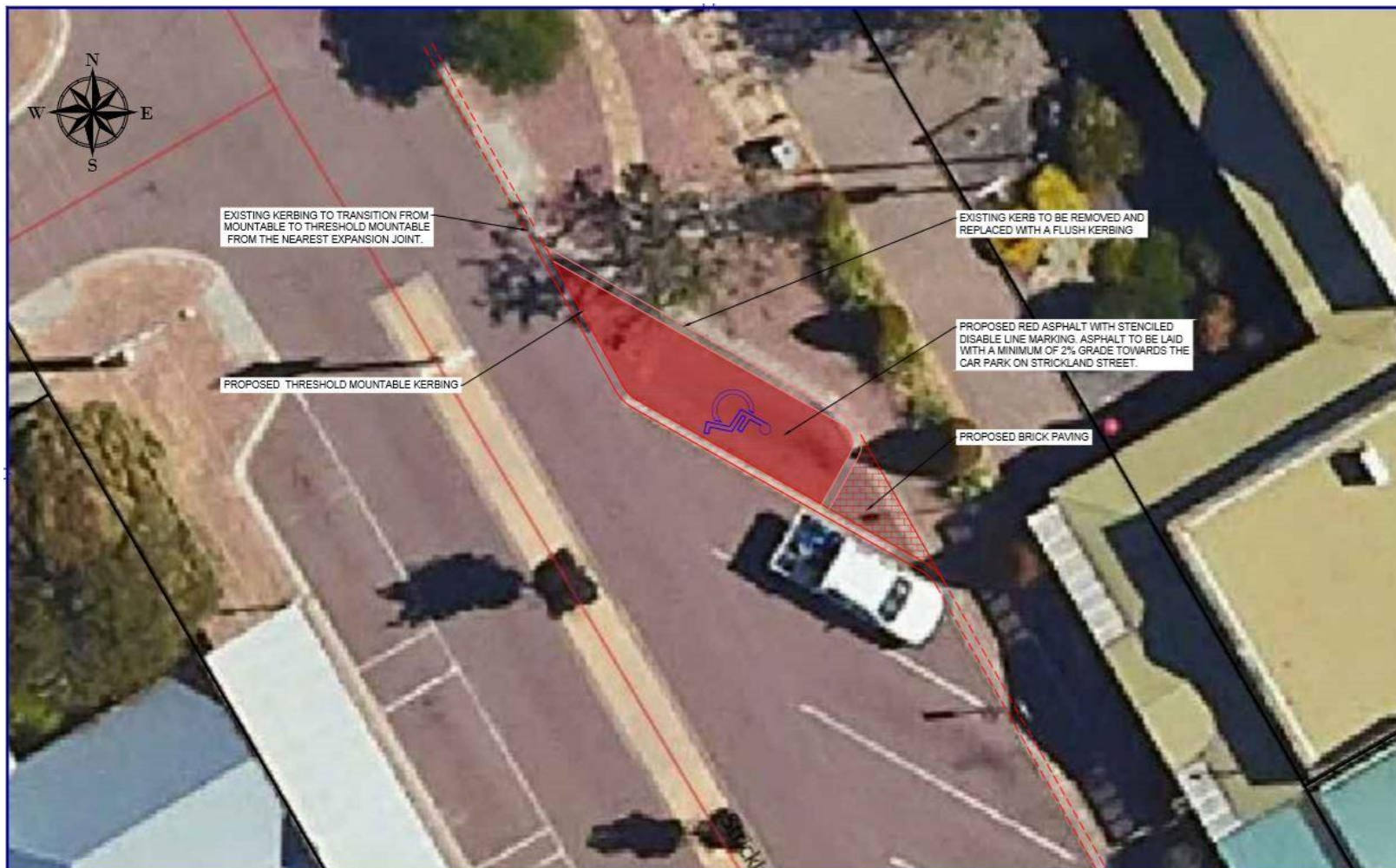
#### 1. Opposite Denmark Pharmacy





## Disability Services Advisory Committee, Meeting 10 October 2019

### 2. Opposite Denmark Post Office







## Disability Services Advisory Committee, Meeting 10 October 2019

### 3. Opposite Massimo's Pizza

