



CITY OF VINCENT

DISABILITY ACCESS AND INCLUSION ADVISORY GROUP (DAIAG)

Wednesday 2 September 2026
Venue: City of Vincent Council Chambers
Administration and Civic Centre
244 Vincent Street, Leederville

UNCONFIRMED MINUTES

Attendees:

City of Vincent Councillors

Mayor Alison Xamon (AX) A/Chairperson

Cr Suzanne Worner (SW)

City of Vincent Officers

Lisa Williams – Executive Manager Communications & Engagement (LW)

Karen Balm – Coordinator Community Development (KB)

Anna Jamieson – Community Development Advisor (AJ)

Community Representatives

Jason Rowland (JR)

Kate Clarkson (KC)

Kerryn Doyle (KD)

Kim Kossenbergh (KK)

Kirsten Geersen (KG)

Sarah Jarman (SJ)

Janali and Co Consultants

Sarah Janali – (J&Co)

Zel Iscel – Lived Experience Consultant (ZI)

1. Welcome / Acknowledgement of Country

Mayor Xamon (A/Chairperson) opened the meeting at 6.05pm and delivered an Acknowledgement of Country on behalf of the DAIAG.

2. Apologies

Cr Sophie Greer (SG)
Jessi Townley (JT)

3. Confirmation of Previous Minutes – 1 July 2026

- 3.1 Minutes of the DAIAG meeting held on 1 July 2026 were confirmed as a true and accurate record.

4. Action Items from Previous Meeting

- 4.1 AJ gave an update on the community engagement phase of the consultation:

- community engagement dates were revised to 10 September – 20 November 2026 to accommodate revised marketing assets
- workshop times and attendance options, including online participation were amended to improve accessibility
- we will partner with Youth Disability Advocacy Network to deliver a workshop for young people with disability on 7 October 2026
- seven accessible workshops and nine pop-up consultations scheduled across the City
- updated marketing assets based on feedback from DAIAG including the new consultation slogan “Share Your Story, Shape Our Community”
- engaged the Centre for Accessibility to review and improve the accessibility of communications and marketing assets, which have now been updated.
- the group was provided with a copy of the DAIAG values
- additional visits to community groups now planned

Action 1: AJ to confirm visits to DeafBlind West Australians and other community groups identified within the City

5. What's Important to our Community

5.1 J&Co facilitated group discussions on:

- what are the biggest barriers to inclusion in the City of Vincent?
- what opportunities should the new DAIP focus on?

5.2 DAIAAG members identified strong community assets, proximity to services, entertainment, community facilities, public transport, taxis and rideshare options.

5.3 Key barriers to inclusion in Vincent identified:

- traffic congestion
- unsafe road crossings
- inaccessible and inconsistent parking
- old, uneven footpaths and obstacles such as street furniture blocking footpaths
- tree-root damage to footpaths and ACROD parking bays
- antisocial behaviour near train stations
- inaccessible businesses or venues
- inaccessible website design

5.4 Key opportunities the new DAIP could focus on:

- social inclusion
- advocate to local businesses for increased employment opportunities for people with disability
- celebrate achievements throughout the life of the plan
- broaden understanding of disability beyond physical access and ramps, including invisible disability, deafblindness, vision impairment, neurodivergence and communication access.
- improve accessible digital communication and reporting opportunities and retain non-digital options

6. General Business

6.1 Community Engagement Update

AJ provided update on the Imagine Vincent consultation page including page set up, accessibility, screen reader testing and inclusion of DAIP reference documents. The online survey will have accessible versions available for download, project information, links to workshop registrations, pop-up locations, the Share Your Story campaign, FAQ's and definitions. A QR code and URL's are provided on marketing assets to improve accessibility.

Action 2: AJ to send marketing assets and Imagine Vincent link to DAIAAG members

6.2 Consultation Workshops

J&Co gave an overview of the workshop format which will use small-group conversations to support participation, connection and safety.

- Key workshop questions will explore what an inclusive and welcoming Vincent looks and feels like, what is currently working well and what actions would make the greatest difference.
- Workshop activities will align with the seven DAIP outcome areas, including services, information, public places, participation, decision making, consultation and complaints.
- Participants can contribute verbally, in writing, through reflection sheets, one-to-one after the session, or through online tools such as Mentimeter.
- J&Co and ZI will co-facilitate, with City officers also present to hear feedback directly and assist with follow-up.
- Participation data will be analysed to identify if there is under-representation of community groups throughout the consultation and to actively engage these groups
- Members raised concerns for people who are uncomfortable to participate verbally in workshops and suggested online mechanisms for better access to participation.

- Members recommended planning for emotional overwhelm, including clear expectations at the start of workshops, permission for people to take breaks and information about available support pathways.
- KB advised information on key support services is available on the City's Disability Access and Inclusion webpage.
- Members asked that expectations be clearly managed about what local government can influence, particularly where issues relate to State or Commonwealth responsibilities such as the NDIS.
- KC suggested disability awareness activities that build understanding without creating fear or reinforcing stereotypes, including activities that recognise invisible disability and communication access.

Action 3: AJ to provide workshop participants with support resources and clear information about emotional safety, taking breaks and available support options

Action 4: AJ to forward link to Disability Access and Inclusion webpage for DAIAG members to provide information and recommendations on relevant support services and resources for the community and workshop participants

6.3 Community Survey

- 6.3.1 AJ advised the survey will be available online on Imagine Vincent from 10 September – 20 November 2026. Accessible formats will include downloadable PDF, large print, Easy Read and printed copies at the Administration Centre and Library and Local History Centre. Braille and other accessible or translated formats can be arranged on request.
- 6.3.2 KB advised alternative survey and feedback options are available via workshops, pop-ups, one-to-one conversations, phone, email, written responses and in-person support and that the City is happy to receive feedback in way that suits the individual. AJ added that a Community Development staff member will be available 9am-4pm during the week. In addition, there are two drop-in sessions arranged at the Library for those who need support accessing the survey.

- 6.3.3 AJ advised the survey will collect demographic information, views on current accessibility and inclusion and ideas for future improvements to access and inclusion.
- 6.3.4 Members strongly supported plain language and wording that asks what makes people feel welcome and like they belong.
- 6.3.5 KK and JR suggested adding an Auslan video, a short plain-language introductory video with voiceover and a group Auslan-supported survey session if an online Auslan version is not possible.
- 6.3.6 KD queried survey incentives. AJ advised survey participants can opt into a \$100 gift card draw and workshop participants contributing their lived experience will be offered a \$50 gift card as a token of appreciation.

Action 5: AJ to send survey questions to DAIAG members and provide link to live online survey

Action 6: AJ to explore Auslan-supported survey session, introductory video and plain-language introductory video options

6.4 Share Your Story – Lived Experience Story Campaign

- 6.4.1 J&Co provided information on the proposed story drive which will provide opportunities for people to share deeper insights into living with disability in Vincent. Stories will explore times when people felt welcome and included, what is working well and people's experiences.
- 6.4.2 J&Co added that participants can share their story in a way that works best for them, including in person, online, by phone, with Auslan or other translation and with additional support where required and that a \$50 gift card will be offered for up to 20 participants.
- 6.4.3 Members were encouraged to share the story campaign through their networks.

7. Questions and Ideas

- 7.1 DAIAG members suggested developing a plain-language referral pathway or flow chart showing where residents can take different types of issues, including Council, State Government, Commonwealth Government, service providers and advocacy organisations.

- 7.2 Suggestion to provide simple information about the roles and responsibilities of the three tiers of government, potentially adapted from the existing Councillor for a Day program and using visuals or infographics to explain government responsibilities.
- 7.3 AJ asked the group for suggestions on other opportunities to promote the survey and workshops. Suggestions received included:
- Local cafés including Hyde Park kiosk
 - Community halls and venues used by disability organisations
 - Schools within Vincent and relevant neighbouring schools, including newsletters and smaller posters for young people
 - Sir David Brand School and schools with inclusive learning centres
 - Local Facebook groups and neurodivergent peer networks
 - Luna Palace and The Backlot cinemas, including potential community slides
 - Recreation centres, gyms and leisure venues
 - Disability peak bodies and organisations, including DDWA and VisAbility

Action 8: AJ to arrange promotion at suggested locations

8. Close/Next Meeting

The A/Chairperson (AX) closed the meeting at 7.55pm.

The next meeting is scheduled to be held on Wednesday, 4 November at 6pm

Summary of Actions

#	Summary of Actions	Status
Actions from Meeting on 1 July 2026		
1	AJ to draft values poster for DAIAG meetings and distribute to DAIAG members	Completed
2	AJ to update DAIAG on the revised community engagement timeline, marketing materials, workshop schedule and attendance options.	Completed
3	AJ to research disability-led graphic design experts to review the marketing assets including the Imagine Vincent website, online survey and alternative format consultation materials, in line with the City of Vincent style-guide.	Completed
4	AJ to seek expressions of interest from DAIAG members to test online survey and consultation materials before going live.	Completed
5	AJ to liaise with networks and service providers including Youth Disability Advocacy Network and Deaf-Blind WA, to explore consultation and engagement opportunities.	In Progress
6	AJ to compile feedback received from DAIAG members between meetings and share with members	Completed
Actions from Meeting on 2 September 2026		
1	AJ to arrange visits to DeafBlind West Australians and other community groups identified within the City	In Progress
2	AJ to send marketing assets and Imagine Vincent link to DAIAG members	In Progress
3	AJ to provide workshop participants with support resources and clear information about emotional safety, taking breaks and available support options	In Progress

4	AJ to forward link to Disability Access and Inclusion webpage for DAIAG members to provide information and recommendations on relevant support services and resources for the community and workshop participants	Completed
5	AJ to send survey questions to DAIAG members and provide link to live online survey	In Progress
6	AJ to explore Auslan-supported survey session, introductory video and plain-language introductory video options	In Progress
7	AJ to arrange promotion at suggested locations	In Progress

Signed _____

Mayor Alison Xamon (A/Chairperson)

Date this _____ day of _____ 2026