



Disability Access and Inclusion Committee

Minutes

1 March 2019

Committee Terms of Reference

The Disability Access and Inclusion Committee has been established:

- 1. To provide an oversight role in the development and implementation of the statutory requirements of the Disability Access and Inclusion Plan (DAIP);*
- 2. To review progress of the organisation in the achievement of the objectives of the DAIP;*
- 3. To review the Statutory Reports required under the DAIP;*
- 4. To review the progress of the organisation in relation to progress against the objectives of the Community Strategic Plan as it relates to MARCIA;*
- 5. To review any reports provided by the Disability Access and Inclusion Community Reference Group.*

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Disability Access and Inclusion Committee

<p>Minutes 1 March 2019</p>

<p>Members of the public to note that recommendations made by this committee are not final and will be subject to adoption (or otherwise) at a future meeting of the Bunbury City Council.</p>
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1. Declaration of Opening

The Presiding member declared the meeting open at 11:05am.

2. Disclaimer

Not applicable to this committee.

3. Announcements from the Presiding Member

4. Attendances

Committee Members:

Member Name	Representing
Cr Brendan Kelly	Councillor Representative
Cr Karen Steele	Councillor Representative
Paul D'Vorak	Community Representative

Member Name	Representing
Jethro Hepton	Community Representative
Gary Barbour	Director Planning and Development
Stephanie Addison-Brown	Director Corporate and Community Services

Support Staff:

Name	Title
Ryan Campbell	Community Partnerships Officer (Disability and Seniors)
Ms Liz Allan	Executive Research and Project Officer

4.1 Apologies

Cr Steck and the Chief Executive Officer were apologies for the meeting.

The Director Works and Services was absent from the meeting.

4.2 Approved Leave of Absence

Kathryn Hewitt was on approved Leave of Absence at the time of the Meeting.

5. Declaration of Interest

IMPORTANT: Committee members to complete a “Disclosure of Interest” form for each item on the agenda in which they wish to disclose a financial/proximity/impartiality interest. They should give the form to the Presiding Member <u>before</u> the meeting commences. After the meeting, the form is to be forwarded to the Administration Services Section for inclusion in the Corporate Financial Disclosures Register.
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6. Public Question Time

Nil

7. Confirmation of Minutes

The Minutes of the meeting of the Disability Access and Inclusion Committee Meeting held 7 December 2018 had been circulated.

Recommendation

That the Minutes of the Disability Access and Inclusion Committee Meeting held 7 December 2018 be confirmed as a true and correct record.

Outcome of the Meeting held 1 March 2019

The recommendation (as printed) was moved Paul D’Vorak, seconded the Director Corporate and Community Services.

The Presiding Member put the motion to the vote and it was adopted to become the Committee’s decision on the matter.

Committee Decision

That the Minutes of the Disability Access and Inclusion Committee Meeting held 7 December 2018 be confirmed as a true and correct record.

CARRIED

6 votes “for” / Nil votes “against”

8. Petitions, Presentations and Deputations

8.1 Petitions

Nil

8.2 Presentations

8.3 Deputations

9. Method of Dealing with Agenda Business

Items are dealt with in the order that they appear.

10. Reports

10.1 Co-Design Access Panel Work Procedure and Expression of Interest

Applicant/Proponent:	Internal
Responsible Officer:	Ryan Campbell, Community Partnerships Officer
Responsible Manager:	Isabell Evans, Manager People and Place
Executive:	Stephanie Addison-Brown, Director Corporate and Community Services
Authority/Discretion	<input type="checkbox"/> Advocacy <input type="checkbox"/> Review <input checked="" type="checkbox"/> Executive/Strategic <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Legislative <input type="checkbox"/> Information Purposes
Attachments:	Appendix 1: Work Procedure – Co-Design Access Panel

Summary

A Work Procedure for the Co-Design Access Panel (CoDAP) was endorsed by City Managers at the Managers Meeting held 7 February 2019. The City will now put out an Expression of Interest for period of four (4) weeks to recruit the eight (8) members required for the panel.

Executive Recommendation

That the Disability Access and Inclusion Committee note the information outlined in this report.

Voting Requirement: Simple Majority

Strategic Relevance

Theme 1: Our community and culture
Goal: A safe, healthy and cohesive community, with a rich cultural life, and supportive social environment
Objective 1.5: Establish Bunbury as the Most Accessible Regional City in Australia by 2020

Regional Impact Statement

The CoDAP will influence all City of Bunbury future infrastructure and open space projects which will have a significant impact on people with disability both in Bunbury and surrounding areas who regularly visit the City.

Background

Recommendation 4 of the MARCIA Research Report (“the Report”) endorsed by Council, states that the City of Bunbury promote the use of co-design by involving people with disabilities in the design of its facilities, events and services. A Draft City of Bunbury Co-Design Model (“the Model”) has been developed as a way of implementing this recommendation. The Model was endorsed by the Executive Leadership Team (ELT) at the ELT meeting held 4 September 2018.

A Work Procedure for the Co-Design Access Panel (CoDAP) was endorsed by City Managers at the Managers Meeting held 7 February 2019. The City will now put out an Expression of Interest for period of four (4) weeks to recruit the eight (8) members required to fill the panel.

Council Policy Compliance

The DAIC operates under the Councils Code of Conduct.

Legislative Compliance

Disability Services Act 1993 (amended 2004)
Local Government Act 1995

Officer Comments

The endorsement of the CoDAP work procedure by City Managers is a big step forward in implementing one of the key MARCIA Research Report recommendations. The CoDAP will be key in ensuring that all future City infrastructure and open space projects will meet the needs of people with a disability and will counteract the shortcomings of the Australian Standards.

Analysis of Financial and Budget Implications

There may be suggested modifications or improvements identified during the co-design process which may have implications for the budget of individual projects. This will need to be assessed on a case by case basis and additional funding sourced if required.

Community Consultation

The CoDAP was a recommendation from the MARCIA Research Report which included 11 community members who were co-researchers in the MARCIA Research Project.

Councillor/Officer Consultation

The Work Procedure was developed in consultation with City Managers, in particular with Manager of City Facilities and Manager Sustainability, Planning and Development.

Applicant Consultation

Nil

Timeline: Council Decision Implementation

The City will put out an Expression of Interest in the next two (2) weeks for period of four (4) weeks to recruit the eight (8) members required to fill the panel.

Outcome of the Meeting held 1 March 2019

The recommendation (as printed) was moved Paul D’Vorak, seconded the Director Corporate and Community Services.

The Presiding Member put the motion to the vote and it was adopted to become the Committee’s decision on the matter.

Committee Decision

That the Disability Access and Inclusion Committee note the information outlined in this report.

CARRIED

6 votes “for” / Nil votes “against”

11. Applications for Leave of Absence

Nil

12. Questions from Members

12.1 Response to Previous Questions from Members taken on Notice

Nil

12.2 Questions from Members

Question 1: Could there be an update provided on the Stirling Street boat ramp.

Answer: The Structural Engineer has advised that railing can be attached to the existing platform. Paul D’Vorak and Ryan Campbell have been working together with him with regard to the design.

Question 2: When will this occur and where will the money come from?

Answer: The timeline is for this to occur prior to the end of the financial year and the money will be coming out of the DAIP money.

Question 3: A drawing had been circulated with regard to the ablution block planned at the Stirling Street boat ramp.

Answer: A plan has been developed for the ablution block. The \$70,000 required for the toilet block would need to come from the \$100,000 allocated for MARCIA and therefore the project must be prioritised against the other identified projects. It is the intention that at the June 2019 DAIC Meeting the assessment of priorities against the criteria will be presented to the DAIC.

Question 4: Will there be an additional ACROD Bay installed at the Stirling Street boat ramp?

Answer: Advice had been that this could be considered however it would need to be presented to the Director Works and Services for review.

13. Urgent Business

Nil

14. Date of Next Meeting

The next meeting of the DAIC will be 7 June 2019.

15. Close of Meeting

The Presiding Member closed the meeting at 11:28am.

Confirmed this day 7 June 2019 to be a true and correct record of proceedings of the Disability Access and Inclusion Meeting held 7 December 2018.

Cr Brendan Kelly
Presiding Member