

Disability Access and Inclusion Committee

Notice of Special Meeting & Agenda 1 July 2020

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.*

Table of Contents

<u>Item No</u>	<u>Subject</u>	<u>Page No</u>
1.	Declaration of Opening	2
2.	Disclaimer	2
3.	Announcements from the Presiding Member	2
4.	Attendances.....	2
4.1	Apologies.....	2
4.2	Approved Leave of Absence	2
5.	Declaration of Interest.....	3
6.	Public Question Time	3
7.	Confirmation of Minutes.....	4
8.	Petitions, Presentations and Deputations	4
8.1	Petitions	4
8.2	Presentations	4
8.3	Deputations.....	4
9.	Method of Dealing with Agenda Business	4
10.	Reports	5
10.1	Endorse DAIP Progress Report 2019/20.....	5
11.	Applications for Leave of Absence.....	8
12.	Questions from Members	8
12.1	Response to Previous Questions from Members taken on Notice	8
12.2	Questions from Members.....	8
13.	Urgent Business	8
14.	Date of Next Meeting.....	8
15.	Close of Meeting	8

Acknowledgement of Country

We acknowledge the Traditional Custodians of this land, the Wardandi Noongar people, and pay our respects to Elders past, present and future.

Vision

Bunbury: welcoming and full of opportunities.

Organisational Values

#WEARECOB

WE ARE COMMUNITY

We are one team
We keep each other safe
We display empathy and respect
We have fun and celebrate our successes
We work together to achieve great outcomes

WE ARE OPEN

We are open to opportunities
We actively listen and think things through
We are inclusive and treat everyone equally
We are honest and open in our communications
We are open to feedback to improve our performance

WE ARE BRAVE

We lead the change, we own it
We trust and empower each other
We have the difficult conversations early
We hold ourselves to the highest standard
We have the courage to improve and simplify

Disability Access and Inclusion Committee Notice of Special Meeting

Dear Committee Members

The next Ordinary Meeting of the Disability Access and Inclusion Committee will be held in the *Ocean Room*, 2-4 Stephen Street, Bunbury, on 1 July 2020 at 4:00pm.



Signed:

Gary Barbour

Director Sustainable Communities

Agenda 1 July 2020

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.

Committee Members:

Member Name	Representing
Cr Karen Turner	Councillor Representative
Cr Michelle Steck	Councillor Representative
Vacant	Councillor Representative
Mark Blowers	Community Representative
Melissa Portolan	Community Representative
Jessica Te Ngaio	Community Representative
Mal Osborne	Chief Executive Officer

Support Staff:

Name	Title
Ms Danika Wellington	Community Partnerships Officer
Mrs Kerry Shaw	Senior Community Partnerships Officer
Ms Liz Allan	Executive Assistant (Research and Projects) to the Director Sustainable Communities

1. Declaration of Opening

The Presiding Member declared the meeting open at _____pm.

2. Disclaimer

Not applicable to this committee.

3. Announcements from the Presiding Member

4. Attendances

4.1 Apologies

4.2 Approved Leave of Absence

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 before 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.

6. Public Question Time

Not applicable to this committee.

7. Confirmation of Minutes

The Minutes of the Disability Access and Inclusion Committee Meeting held 27 May 2020 have been circulated.

Recommendation

That the Minutes of the Disability Access and Inclusion Committee Meeting held 27 May 2020 be confirmed as a true and correct record.

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 Endorse DAIP Progress Report 2019/20

Applicant/Proponent:	Internal
Responsible Officer:	Danika Wellington, Community Partnerships Officer
Responsible Manager:	Kerry Shaw, Acting Manager People and Place
Executive:	Gary Barbour, Director Sustainable Communities
Authority/Discretion	<input type="checkbox"/> Advocacy <input checked="" type="checkbox"/> Review <input type="checkbox"/> Executive/Strategic <input type="checkbox"/> Quasi-Judicial <input checked="" type="checkbox"/> Legislative <input type="checkbox"/> Information Purposes
Attachments:	Appendix 1: DAIP Progress Report 2019/20

Summary

The City has reviewed its Disability Access and Inclusion Plan (DAIP) implementation plan and documented the progress of all the projects and actions for the 2019/20 period.

The DAIP progress report has been prepared for endorsement by the Disability Access and Inclusion Committee (DAIC) and the Bunbury City Council prior to submission to the Disability Services Commission by 31 July 2020.

Executive Recommendation

That the Disability Access and Inclusion Committee:

1. Note the DAIP Progress Report (**attached** at Appendix 1); and
2. Recommend that Council endorse the DAIP Progress Report for submission to the Disability Services Commission.

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 DAIP Progress Report will be submitted to the State Government and it is possible some achievements may be recognised by the Minister for Disability Services to be included in the State DAIP report which is published across the State.

Background

Each financial year local governments are required by law (*Disability Services Act 1993* (amended 2004)) to submit a Disability Access and Inclusion Plan (DAIP) Progress Report documenting strategies implemented over a 12-month period. The Department of Communities, Disability Services recently announced that the progress reporting templates were open for submissions and are due to be submitted by 31 July 2019.

One of the core functions of the Disability Access and Inclusion Committee (DAIC) is to monitor the implementation of the City's DAIP which is outlined in Point 3 of its Terms of Reference. The DAIC is requested to endorse the DAIP Progress Report (**attached** at Appendix 1) and request the Bunbury City Council endorse this to enable submission to the Disability Service Commission by 31 July 2020.

Council Policy Compliance

The DAIC operates under the Council's Code of Conduct.

The City's DAIP commitments are outlined in the Access and Inclusion Council Policy.

Legislative Compliance

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

Officer Comments

The Department of Communities, Disability Services has granted an extension of an additional month and has substantially reduced the format of the report in consideration of the challenging environment experienced by all authorities due to COVID-19. This year, there was no online submission option and the Word format template was used.

All activities listed in the report were new activities or ongoing projects that have made significant contributions in the disability sector during the last financial year.

Analysis of Financial and Budget Implications

There are no financial or budgetary implications stemming from the recommendations of this report.

Community Consultation

Not applicable

Councillor/Officer Consultation

Not applicable

Applicant Consultation

Not applicable

Timeline: Council Decision Implementation

The DAIP Progress Report will be submitted to Council for endorsement at the next Ordinary Council meeting on 21 July 2020.

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

No questions had been received at the time of printing.

13. Urgent Business

Nil

14. Date of Next Meeting

The next meeting of the DAIC will be 29 July 2020.

15. Close of Meeting