

## Disability Access and Inclusion Committee

### Minutes

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.*

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## **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**

### **Minutes** **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.

#### **1. Declaration of Opening**

The Presiding Member declared the meeting open at 4:06pm.

#### **2. Disclaimer**

Not applicable to this committee.

#### **3. Announcements from the Presiding Member**

There were no announcements from the Presiding Member.

## 4. Attendances

### *Committee Members:*

<b>Member Name</b>	<b>Representing</b>
Cr Karen Turner	Councillor Representative
Cr Michelle Steck	Councillor Representative
Mark Blowers	Community Representative
Jessica Te Ngaio	Community Representative
Gary Barbour	Director Sustainable Communities (as the CEO's representative)

### *Support Staff:*

<b>Name</b>	<b>Title</b>
Ms Danika Wellington	Community Partnerships Officer
Ms Sarah Upton	Manager Community Services
Ms Liz Allan	Executive Assistant (Research and Projects) to the Director Sustainable Communities

### *Other:*

<b>Name</b>	<b>Title</b>
Ms Chloe Instance	Support Person for Jessica Te Ngaio

### 4.1 Apologies

Melissa Portolan and Kerry Shaw were apologies for the meeting.

### 4.2 Approved Leave of Absence

Nil

## 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.

### Outcome of the Meeting held 1 July 2020

The recommendation was moved Mark Blowers, seconded Cr Turner.

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

**Committee Decision**

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

CARRIED

5 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 Endorse DAIP Progress Report 2019/20

<b>Applicant/Proponent:</b>	Internal
<b>Responsible Officer:</b>	Danika Wellington, Community Partnerships Officer
<b>Responsible Manager:</b>	Kerry Shaw, Acting Manager People and Place
<b>Executive:</b>	Gary Barbour, Director Sustainable Communities
<b>Authority/Discretion</b>	<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
<b>Attachments:</b>	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.

## **Outcome of the Meeting held 1 July 2020**

The recommendation was moved Cr Turner, seconded Mark Blowers.

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

### **Committee Decision**

*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.*

CARRIED

5 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**

## **13. Urgent Business**

Nil

## **14. Date of Next Meeting**

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

## **15. Close of Meeting**

The Presiding Member closed the meeting at 4:17pm.