

Disability Access and Inclusion Committee

Minutes

19 May 2021

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 Co-Design Access Panel.*

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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 19 May 2021

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

Cr Turner was the Presiding Member at the meeting. Cr Turner declared the meeting open at 4:01pm.

Cr Turner welcomed Charmaine Herbst of Wanslea NDIS to the Committee.

Cr Turner noted that Cr Steck had requested that she be able to participate in the meeting by phone.

Participation of Cr Steck

Cr Steck requests to participate in this Disability Access and Inclusion Meeting via telephone. In order for Cr Steck to participate, three conditions must be met in accordance with regulation 14A(1) of the Local Government (Administration) Regulations 1996:

- a) the person is simultaneously in audio contact, by telephone or other means of instantaneous communication, with each other person present at the meeting; and
- b) the person is in a suitable place; and
- c) the council has approved of the arrangement.

Cr Steck has advised that she will be situated at 36 Frangipani Drive, Broome for the duration of the meeting.

Regulation 14A(4) defines a suitable place as a place that the council has approved as a suitable place for the purpose of this regulation and that is located:

- a) in a townsite or other residential area; and
- b) 150 km or further from the place at which the meeting is to be held under regulation 12, measured along the shortest road route ordinarily used for travelling.

This location complies with the geographical requirements of regulation 14A(4)(b), being more than 150km from the place at which the meeting is being held.

To fulfil this request, the Disability Access and Inclusion Committee consideration is required as follows:

That the Disability Access and Inclusion Committee:

1. Approves 36 Frangipani Drive, Broome as a suitable place for the purposes of Regulations 14A(1)(b) and 14A(4).
2. Approves the participation of Cr Steck at the Disability Access and Inclusion Meeting held 18 May 2021 via telephone pursuant to Regulation 14A(1)(c).

Outcome of the Meeting held 18 May 2021

The recommendation (as printed) was moved Charmaine Herbst, seconded Jessica Te Ngaio.

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. Approves 36 Frangipani Drive, Broome as a suitable place for the purposes of Regulations 14A(1)(b) and 14A(4).
2. Approves the participation of Cr Steck at the Disability Access and Inclusion Meeting held 18 May 2021 via telephone pursuant to Regulation 14A(1)(c).

CARRIED

4 votes “for” / Nil votes “against”

Two attempts were made to contact Cr Steck by phone at 4:03pm and 4:04pm.

2. Disclaimer

Not applicable to this committee.

3. Announcements from the Presiding Member

Nil.

4. Attendances

Committee Members:

Member Name	Representing
Cr Karen Turner	Councillor Representative
Cr Michelle Steck <i>(from 4:06pm)</i>	Councillor Representative
Charmaine Herbst	Community Service Organisation Representative (Wanslea NDIS)
Jessica Te Ngaio	Community Representative
Gary Barbour	Director Sustainable Communities

Support Staff:

Name	Title
Danika Wellington	Senior Community Partnerships Officer
Sarah Upton <i>(from 4:07pm)</i>	Manager Community Services
Liz Allan	Executive Assistant (Research and Projects) to the Director Sustainable Communities.

4.1 Apologies

Mal Osborne, CEO was an apology and Gary Barbour, Director Sustainable Communities will attend as his representative.

Mark Blowers and Steve de Meillon, Team Leader Community Partnerships were apologies for the meeting.

Melissa Portolan was absent from 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 meeting of the Disability Access and Inclusion Committee Meeting held 27 January 2021 had been circulated.

Recommendation

That the Minutes of the Disability Access and Inclusion Committee Meeting held 27 January 2021 be confirmed as a true and correct record.

Outcome of the Meeting held 18 May 2021

The recommendation (as printed) was moved Charmaine Herbst, seconded Jessica Te Ngaio.

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 January 2021 be confirmed as a true and correct record.

CARRIED

4 votes "for" / Nil votes "against"

Cr Steck dialled into the meeting at 4:06pm.

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 2020/21

Applicant/Proponent:	Internal
Responsible Officer:	Danika Wellington, Community Partnerships Officer
Responsible Manager:	Sarah Upton, Manager Community Services
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 2020/21

Summary

The City has reviewed the projects and actions for the 2020/21 period in accordance with the City's Disability, Access and Inclusion Plan 2017-2022 (DAIP).

The DAIP progress report has been prepared for endorsement by the Disability Access and Inclusion Committee (DAIC) and Bunbury City Council for submission to the Disability Services Commission by 16 July 2021.

Executive Recommendation

That the Disability Access and Inclusion Committee request that Council:

1. Note the DAIP Progress Report (**attached** at Appendix 1); and
2. 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. Following review by the Disability Services Commission, some achievements may be recognised by the Minister for Disability Services to be included in the State DAIP report.

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 16 July 2021.

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) report and request Bunbury City Council to adopt to enable submission to the Disability Service Commission by 16 July.

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 format of the progress report this financial year was similar format to last year (Word Document). However, additional questions about public authorities' approach to access and inclusion have been included.

All activities listed in the report were new activities or ongoing projects that the City of Bunbury have implemented during the last financial year, across the eight outcome areas.

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 Ordinary Council Meeting scheduled to occur on 29 June 2021.

Outcome of the Meeting held 18 May 2021

Sarah Upton entered the meeting at 4:07pm.

The recommendation (as printed) was moved Gary Barbour, seconded Charmaine Herbst.

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 request that Council:

1. Note the DAIP Progress Report (attached at Appendix 1); and
2. 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

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 28 July 2021.

15. Close of Meeting

The Presiding Member declared the meeting closed at 4:08pm.

Confirmed this day 28 July 2021 to be a true and correct record of proceedings of the Disability Access and Inclusion Meeting held 19 May 2021.



Cr Karen Turner
Presiding Member