

Minutes of the Tweed Equal Access Advisory Committee (EAAC) meeting held Wednesday 16 December 2020

Venue:

South Sea Islander Room, Tweed Heads Administration Office.

Time:

10am

Present:

Community representatives – Ms Karen Sculley (Chair); **Ms Suzanne (Susi) Hudson** (Deputy Chair), **Mr Kyle Sculley**.
Tweed Shire Council - Cr Warren Polglase, Councillor; **Joanne Watters**, Coordinator Community Care; **Giselle Benitez**, Community Development Officer, Community Services Unit (**minutes**).

Apologies:

Tracey Stinson, Director Sustainable Communities;
Robert Noakes, Senior Building Surveyor, Building and Environmental Health;
Alana Brooks, Roads Safety Officer; and
Helen Carter, Coordinator Community Services Unit.

Minutes of Previous Meeting: Wednesday 21 October 2020

AGENDA ITEMS:

Open – Chair, Karen Sculley commenced the meeting with an Acknowledgment of Country.

1. INTRODUCTIONS AND APOLOGIES

Tracey Stinson, Robert Noakes and Alana Brooks were noted as apologies.

Giselle updated members on the temporary appointment of Helen Carter as Coordinator, Community Services Unit, following the restructure of the former Community and Cultural Services and Community Development Units. Helen was noted as an apology.

2. ADMINISTRATION

- a. Agenda - Karen invited members to submit any additional items for discussion.
- Karen offer her apology for the International People with Disability (IDPWD) event Council hosted on Thursday 3 December 2020, due to illness. Susi and Kyle gave feedback of the event - as one they appreciated and enjoyed, though lamented that it had been (understandably) scaled back from the intended Awards event. The attendance and words expressed by the Mayor of Tweed, and General Manager, Director of Sustainable Communities and Environment, and former Council staff Karen Collins was acknowledged.

- Cr Warren Polglase raised an item for future discussion – activities that can increase the profile of the EAAC within the community, with the aim of raising awareness of its role as an advisory group and voice for local people with disability, their families, carers and representative organisations. Cr Polglase suggested hosting a stall at Tweed City as an example. Other members agreed this would be of benefit, and noted there are several public works and engagement projects they may leverage and that the community may wish to engage with.
- Giselle discussed the current project involving the review of all subcommittee standard Terms of Reference being done by the Corporate Governance Unit. This process aims to conclude by mid-2021, to align with the new term of Council in September 2021 and sub-committees. Members were encouraged to consider the current terms for the EAAC, and any changes that may improve the way the EAAC functions and delivers key projects. Members discussed the merits of inviting recent past members to give feedback on their experiences too.

Actions:

Table for February meeting agenda - discussion of ideas to promote the role EAAC to the community. Giselle to discuss opportunities with Council's Community Engagement staff. Giselle to invite current and recent past members to give feedback on their experiences of the EAAC and any changes to the Terms of Reference to improve its function.

- b. EAAC membership – the resignations received from Ms Prospero Aplet and Ms Milena Morrow, were shared and acknowledged. Current members recognised the extensive contribution of both Ms Aplet and Ms Morrow during their service to the EAAC and the Tweed community. Giselle confirmed that Certificates of Appreciation were signed by the Mayor of Tweed and to be sent to both outgoing members.

EOI process for recommended members - the Council report requesting confirmation of the appointment of new EAAC members, will be tabled for Council to consider at their meeting on 4 February 2021. Giselle will circulate the Council report when publically available. Once a decision is confirmed, the new members will be invited to an inaugural EAAC meeting scheduled for 17 February 2021.

Members suggested holding the induction separately and ahead of the EAAC meeting on 17 February 2021. This will allow new members to learn about their role and functions ahead of this meeting and enable the agenda to focus on Access and Inclusion priority projects. Members agreed this inauguration should be promoted to community through media outlets.

Actions:

When available, prior to 4 February 2021 Council meeting, Giselle to circulate the Council report recommending the appointment of new EAAC members. Once confirmed, Giselle to arrange an induction meeting with new and current members, prior to the EAAC meeting on 17 February 2021.

- c. Review of previous meeting outcomes and actions: 21 October 2020
IDPWD event and EOI call and assessment of new EAAC members – actions completed.

Notice of Motion Casuarina Town Centre Beach Facilities and Disabled Access - Giselle gave an update on the Council Workshop held on 25 November 2020.

Previous access audits by EAAC members was discussed, and the recommended strategic approach to complete the review and develop a strategy to invest in access improvements equitably and transparently, to ensure they meet the needs of people with disability. EAAC members supported this approach. Susi maintained that any improvement works should consider geographic or environment risks and feasibility first, noting the heavy rainfall events of the week and severe beach erosion resulting at Byron Bay.

For background information, please refer to the links below.

[Click here to access Tweed Shire Council website for Council Meeting 17 September 2020.](#)

[Click here to access the Council report - Casuarina Town Centre Beach Facilities and Disabled Access - Response to resolution from 6 August 2020 Council meeting.](#)

An updated Council report will be tabled for consideration at 4 February 2021 meeting, and shared when available, and outcomes reported back to members.

Action: *Giselle to keep members updated and share the next report when available.*

3. ACCESS AND INCLUSION PLAN 2018-2021 – PRIORITIES FOR THE NEXT 12 MONTHS.

Giselle updated members on status of the current Plan. The NSW Department of Communities and Justice has given Councils the option to extend their current Disability Inclusion Action Plans for 12 months, ending in June 2022. Tracey Stinson has approved the extension of Council's Plan. This will allow for actions to be delivered and reviewed in 2021, toward adoption of a new Plan in July 2022, with exhibition and community consultation. Members agreed that the extension was a reasonable approach.

The following projects are underway across Council that align with the Access and Inclusion Plan actions:

- a. Council's website redesign project and development of style guides and writing resources with accessibility as key principle. This project is being led by the Communications and Customer Experience Unit. Members expressed interest in participating in user acceptance testing of the website, anticipated early in 2021, via supported session at Council offices and at home.
- b. Access study – as part of a strategic approach to identify what is accessible in our parks, open spaces, cultural venues and community buildings, and develop information to promote these features. See next item.
- c. Goorimahbah – Place of Stories Inclusive Park and Playspace, being led by the Parks and Active Communities Unit. The draft concept plan and community engagement report will be reported back to the EAAC in February 2021. Consultation on the draft concept plan will involve people with disability and a Family fun Day is proposed, subject to COVID-19 safety measures. Draft concept plans for another two inclusive playspaces – Clarrie Englert Park, Tweed Heads West and

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Banora Point Community Centre Park will be placed on public exhibition in February 2021.

- d. Pedestrian Access and Mobility Plan (PAMP) and Bike Plan, being led by the Roads and Stormwater Unit, is scheduled to start in early 2021. The project aims to involve people with disability to work together with engineers to provide a different perspective on pathways needed in towns.

Actions: *Giselle to table for February 2021 meeting, further details for these projects, including engagement and presentations by project leads to the EAAC at upcoming meetings.*

OTHER GENERAL BUSINESS: Not Applicable

Next Meeting:

The next meeting of the Equal Access Advisory Committee will be held Wednesday 17 February 2021.

Meeting closed: 10.50am.

EXECUTIVE LEADERSHIP TEAM'S COMMENTS:

EXECUTIVE LEADERSHIP TEAM'S RECOMMENDATIONS: