

**TWEED SHIRE COUNCIL  
MEETING TASK SHEET**

**User Instructions**

If necessary to view the original Report, double-click on the 'Agenda Report' blue hyperlink above.

**Action Item - COUNCIL MEETING Thursday, 15 November 2018**

Action is required for Item **33** as per the Council Resolution outlined below.

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**TITLE: [SUB-EAC] Minutes of the Equal Access Advisory Committee Meeting held Wednesday 17 October 2018**

**Cr K Milne  
Cr P Allsop**

**RESOLVED** that the Minutes of the Equal Access Advisory Committee Meeting held Wednesday 17 October 2018 be received and noted.

The Motion was **Carried**

***FOR VOTE - Unanimous  
ABSENT. DID NOT VOTE - Cr J Owen***

**TITLE: [SUB-EAC] Minutes of the Equal Access Advisory Committee Meeting held Wednesday 17 October 2018**

**SUBMITTED BY: Community and Cultural Services**

mhm

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People, places and moving around  
*Who we are and how we live*

**LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK:**

- 3 People, places and moving around
- 3.1 People
- 3.1.2 Community and Cultural Development - To provide community and cultural development services to foster and improve social and cultural well-being.

**ROLE: Advocate**

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**SUMMARY OF REPORT:**

The Minutes of the Equal Access Advisory Committee Meeting held Wednesday 17 October 2018 are reproduced in the body of this report for the information of Councillors.

**RECOMMENDATION:**

**That the Minutes of the Equal Access Advisory Committee Meeting held Wednesday 17 October 2018 be received and noted.**

**REPORT:**

Minutes of the Equal Access Advisory Committee Meeting held Wednesday 17 October 2018

Venue:

Banora Point Community Centre

Time:

10am

Present:

Wendy Gilbertt (Chair), Suzanne Hudson, Prospero Aplet, Una Cowdroy, Chris Vannucci (Dementia Australia), Bev Kelso, Milena Morrow (Community Representatives), Karen Collins, Chantelle Howse, Cr Warren Polglase, Alana Brooks (Tweed Shire Council), Wendy Yearsley (Minutes).

Apologies:

Nathan Quinell, Robert Noakes, Robyn Grigg.

Minutes of Previous Meeting:

Moved: Suzi Hudson

Seconded: Chris Vannucci

RESOLVED that the Minutes of the Equal Access Advisory Committee meeting held Wednesday 15 August 2018 be accepted as a true and accurate record of the proceedings of that meeting.

Business Arising:

Outstanding Matters Report:

No outstanding matters.

Agenda Items:

A1. Access and Inclusion Planning (Disability Inclusion Action Plan)

Public Exhibition for the Draft Access and Inclusion Plan 2018-2021 closed on 25 September 2018 with one submission received. This submission was happy with the document however proposed that regular updates on progress, perhaps quarterly could be provided to the community. This will be noted in the report to Council for November. Some additional changes to action that involve the work of the Human Resources Unit will also be made as a result of a late consultation with this team within the 42 day period.

Committee members had a number of questions concerning equal employment processes.

What support is available within the organisation to support flexible work options ensuring employees feel supported in their role. Karen Collins advised Council already supports flexible working hours, carers and domestic violence leave, a free counselling service as well as other employee benefits to employees and promotes an equal employment process.

Equal Employment Contact Officers and the Committee are available to address concerns and complaints. We need to ensure this information is included in the application process.

Concern was raised about training and awareness in recruitment panels. Karen Collins advised that training on unconscious bias is included in the draft action plan being prepared by the Human Resources unit and will be provided to the interview panels.

#### A2. Access and Inclusion Awards

Nominations for the Access and Inclusion awards have closed. Twenty nominations were received. Seventeen are new and 3 are repeats.

The awards judging panel has been convened including three members of the Equal Access Advisory Committee one of these is a Council staff member and an external representative from a Non-government organisation. The panel will convene on Monday 22 October.

Karen Collins is in contact with Seagulls Club in the lead up to the event. The Club is going out of their way to make sure the event goes well and is accessible and inclusive.

Action: Event invitation to be sent to committee members and request attendees/ numbers. *Responsibility: Karen Collins*

In 2019 a thorough evaluation of the event will be undertaken to investigate the extent to which the aims of the awards have been reached. It is likely that the event will not be held in 2019 to allow this evaluation to take place.

#### A3. Access Funds

There has been no update to the access funds over the past month.

#### General Business:

##### GB1. Election of EAAC Chair

In line with the Terms of Reference for this Committee the Chair position was spilled and nominations for Chairperson for the next 12 months were called.

Prospero Aplet was nominated who was pleased to accept.

Moved: Wendy Gilbert

Seconded: Suzi Hudson

The Committee thanked Wendy Gilbert for her contribution as Chair.

##### GB2. Keith Crompton Drive

Installation of accessible toilets in John Follent Park.

Bev Kelso asked for an update on the installation of toilets along Keith Compton Drive. Karen Collins advised that there were plans to install toilets at some stage.

Action: *Further clarification to be provided for December meeting: Responsibility: Karen Collins.*

##### GB3. Community Concerns

Bev Kelso expressed concerns raised by people with disability not feeling included in the community, in particular due to lack of understanding and awareness resulting in

thoughtless behaviour, such as inappropriate use of parking bays and shared footpaths, guide dogs, white canes and hearing impairment.

Karen Collins advised that these key concerns are some of the issues that are included in the Access and Inclusion Plan.

White Cane day was held Monday 15 October 2018 and received great publicity including an article on asking the person if they need assistance rather than assuming they need help.

#### GB4. Beach Public Car Park

Suzi Hudson raised concerns about parking for a bus with rear exiting wheelchair ramp used by a disability service to transport clients to the beach. Due to the length of the bus, there was not sufficient space for the wheelchair ramp to be accessible off the roadway due to the length of the vehicle. The staff had to stop traffic to allow clients to exit the bus safely.

*Action: Provide information to TSC Roads Safety Officer to advise the beach location.  
Responsibility: Suzi Hudson.*

*Action: Site to be reviewed. Responsibility: Alana Brooks, Road Safety Officer.*

#### GB5. All accessible playground

Bev Kelso asked for an update on plans for the accessible playground at Ebenezer Park, Coral Street Tweed Heads. Karen Collins advised that stand alone destination accessible playgrounds are no longer the preferred option. The State Government has issued a directive that by 2020 all children's playgrounds should be accessible. Draft guidelines have been produced for public comment.

*Action: Everyone Can Play draft guidelines to be sent to Committee members.  
Responsibility: Karen Collins*

Suzi Hudson complimented Council on the Ray Pascoe Park upgrade saying the space and equipment was 95% accessible and her clients absolutely loved their experience there.

Karen Collins advised that plans for 3 new sites for seniors exercise equipment have been approved at Banora Point, Murwillumbah and Pottsville making a total of 5 for the Tweed.

Wendy Gilbert spoke about the Green Gym Project which gives carers the opportunity to make friends and participate in physical activity. Karen Collins advised that this could be relevant for a potential grant application and asked Wendy Gilbert to send the information to her.

*Action: Information to be provided to Karen Collins. Responsibility: Wendy Gilbert.*

Karen Collins advised that Council is seeking public comment and feedback on a planned upgrade of the whole of Jack Evans Boat Harbour around to Ebenezer Park.

Next Meeting: The next meeting for the Equal Access Advisory Committee will be held Wednesday 19 December 2018.

The meeting closed at 10.56am.

**EXECUTIVE LEADERSHIP TEAM'S COMMENTS:**

Nil.

**EXECUTIVE LEADERSHIP TEAM'S RECOMMENDATIONS:**

Nil.

**COUNCIL IMPLICATIONS:**

**a. Policy:**

Code of Meeting Practice.

Terms of Reference - Equal Access Advisory Committee adopted 12 December 2013 (ECM2847116)

**b. Budget/Long Term Financial Plan:**

Not applicable.

**c. Legal:**

Not Applicable.

**d. Communication/Engagement:**

**Inform** - We will keep you informed.

**UNDER SEPARATE COVER/FURTHER INFORMATION:**

Nil.

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