

**TWEED SHIRE COUNCIL  
MEETING TASK SHEET**

**Action Item - COUNCIL MEETING Thursday, 17 August 2017**

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 28 June 2017**

**Cr K Milne  
Cr R Byrnes**

**RESOLVED** that the Minutes of the Equal Access Advisory Committee Meeting held Wednesday 28 June 2017 be received and noted.

The Motion was **Carried**

***FOR VOTE - Unanimous***

**TITLE:** [SUB-EAC] Minutes of the Equal Access Advisory Committee Meeting held Wednesday 28 June 2017

**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 Services and Grants - To assist people to participate fully in social and economic life and build stronger, more inclusive communities.

**ROLE:** Collaborator

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**SUMMARY OF REPORT:**

The Minutes of the Equal Access Advisory Committee Meeting held Wednesday 28 June 2017 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 28 June 2017 be received and noted.**

**REPORT:**

The Minutes of the Equal Access Advisory Committee Meeting held Wednesday 28 June 2017 are reproduced as follows for the information of Councillors.

## Venue:

Banora Point Community Centre

## Time:

10am

## Present:

Una Cowdroy, Wendy Gilbert (Chair), Suzanne Hudson, Nathan Quinell, Beverley Kelso; Prospero Aplet (Community Representatives); Cr Warren Polglase (arrived at 10.32am), Cr Reece Byrnes, Karen Collins; Alana Brookes; Robert Noakes; Deb Galvan (Tweed Shire Council) (Minutes)

## Apologies:

Milena Morrow (Deputy Chair), Chris Vannucci (Alzheimer's NSW)

## Minutes of Previous Meeting:

Confirmation of the Equal Access Advisory Committee (EAAC) Minutes of 10 May 2017 held over to the next meeting.

Action: Confirm approval of Minutes process when Minutes from previous meeting still waiting to go to Council.

*Responsibility: Karen Collins*

**BUSINESS ARISING:****OUTSTANDING MATTERS REPORT**

OM1. Designated Accessible Park Bays (DAPBs) at Tweed Centro Shopping Centre  
Bev Kelso provided an update, advising that she met with Tweed Centro Shopping Centre (TCSC) management. The new manager was interested in addressing the parking issue. Robert Noakes met with TCSC management and Council officers to discuss accessibility and fire management issues as there are planned additional developments for this precinct. He advised the new management is very receptive and concerned about community expectations. Karen Collins asked Robert Noakes to advocate for a Changing Places adult change facility to be included in the DAP meetings in his future discussions with the Centre.

Action: Advocate for the inclusion of a Changing Places adult change facility.

*Responsibility: Robert Noakes*

## OM2. Addressing Attacks on Guide Dogs by Other Dogs

Karen advised that this is an Action in the Access and Inclusion Plan for 2017-2018. Instead of the action from the last meeting, Karen and Wendy would suggest proceeding with the action in the Access and Inclusion Plan that relates to engaging a consultant to investigate dog culture that supports the safety of assistance animals, Guide Dogs and their owners.

### OM3. Future Recruitment Strategy for EAAC Members

Karen has researched a number of other councils and has selected some good examples of Recruitment Strategies used. Karen will prepare a draft proposal for the EAAC to consider. Suzanne Hudson asked that this includes people are able to make verbal applications if they have a print disability.

Karen confirmed with Neil Baldwin that a profile and photograph of the EACC can be added to Council's website. Action completed.

Action: Each EACC member will be contacted to make sure they are happy to be included.

*Responsibility: Karen Collins*

### OM4. Terms of Reference

Karen presented draft amended Terms of Reference after consultation with EAAC members. The changes include an update of Council information relating to the name of service units of Council committee members and location of meetings.

The amended draft was accepted by Members present. Draft changes will be held over to August meeting for input from Deputy Chair, Milena Morrow.

Action: *Milena and Wendy to arrange for the induction of Prospero and Nate at the next meeting.*

*Responsibility: Wendy Gilbertt and Milena Morrow*

Cr Warren Polglase arrived at 10.32am

### OM5. Amendment to the Access and Inclusion Plan 2014-2018 in line with Disability Inclusion Action Plan process and feedback for second Access and Inclusion Plan 2018-2021

The amendment to the Access and Inclusion Plan 2014-2018 has been approved by Council and submitted to the NSW Disability Council. Action completed

Action: *Prospero was requested to email feedback to Karen regarding the photos included in the Access and Inclusion Plan to be included as feedback for the new Plan. Action completed.*

### OM6. Producing Council documents in accessible formats

Karen presented on "Access Easy English" training she recently attended in Melbourne. The training was invaluable and she will be applying the principles to producing more accessible Council documents and formats. Prospero related her experiences of trying to make sense of Council publications. She felt the complex language used inhibits opportunities for community members to have a say and provide feedback to Council.

Recommendation regarding OM6 included in May Minutes going to July Council meeting.

### OM7. NDIS rollout

Wendy and Prospero reported on the NDIS service provider portal and the difficulties in getting information about services due to the way the database is designed. Karen suggested that Council could provide advice on how to navigate the system. Prospero suggested this could include advice on what questions to ask service providers to help

make decisions about choice of service. Wendy suggested contacting the Community Engagement Coordinator, for the Local Area Coordinator Program for advice.

Action: Develop a fact sheet and consider what information might be included on Council's website.

*Responsibility: Karen Collins and Prospero Aplet*

#### OM8. Aquatic wheelchair

Karen reported she has researched options for aquatic wheelchairs used by other councils and recommended the Hippocampe wheelchair used at Burleigh Heads. A quote was tabled.

Action: Investigate cost, transportability and management and report back to the EACC.

*Responsibility: Karen Collins*

#### OM9. Accessible Service Stations

Alana advised she has investigated different approaches to accessible service stations in other areas. The most common was a database providing information on service stations that offer driveway assistance. The most advanced example was in the UK where an app is used to identify accessible service stations. Wendy suggested developing signage for use at service stations to denote that they are an accessible service station. Alana proposed canvassing support from service stations, particularly those with accessible toilet facilities.

Action: Develop an action plan to progress this initiative.

*Responsibility: Karen Collins and Alana Brooks*

OM10. Companion Card and Twin Towns - Letter from Ability Incorporated  
Item held over until minutes of 10 May 2017 are approved by Council in July.

#### OM11. Launch nominations for 2017 Access and Inclusion Awards

Cr Polglase approached Twin Towns. Letter sent to Twin Towns requesting support for 2017 Awards. Action completed.

### AGENDA ITEMS:

#### A1. Tweed Link – Access All Areas

Karen requested assistance from Members to write the monthly column. Committee members were invited to participate or contribute topic ideas. Robert Noakes suggested rotating committee members and relevant subjects that are timely.

Action: Contact Members and develop list of topics for the monthly Tweed Link column.

*Responsibility: Karen Collins*

A2. Evaluation of the Access and Inclusion Plan 2014-2018 – Feedback from student  
Karen reported on the outcome of the student project on evaluating the Access and Inclusion Awards. The results of the evaluation of the Awards will be factored into the next Plan. Community consultation to develop the next Plan is about to commence.

Action: Develop a draft community consultation plan and present to next meeting.

*Responsibility: Karen Collins*

**A3. NDIS roll out**

Committee agreed to keep NDIS roll out as a standard agenda item to map input from EACC members over time.

**A4. Access Funds**

The balance of access funds is currently \$60,000.

**GENERAL BUSINESS:****GB1. Lack of Toilet facilities on Keith Compton Drive**

Bev advised that there are no toilets in the park on Keith Compton Drive near Tweed Hospital. Karen gave some background to this issue as advised by Recreation Services staff. Local residents have concerns about public toilets being built in this park. More consultation is needed to gain community support. This area is included in the draft Open Space Strategy currently being developed. Karen has also included this area in her review of access to foreshores and waterways, an ongoing project in the current Access and Inclusion Plan. Karen advised that this is an ideal area to improve accessible open space, park and water access.

Meeting closed at 11.56am.

Next Meeting: 16 August 2017

**EXECUTIVE MANAGEMENT TEAM'S COMMENTS:**

Nil.

**EXECUTIVE MANAGEMENT TEAM'S RECOMMENDATIONS:**

Nil.

**COUNCIL IMPLICATIONS:****a. Policy:**

Code of Meeting Practice.

Terms of Reference - Adopted 19 September 2013 (ECM 3146605).

**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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