

# Agenda



Access and Inclusion Advisory Committee

Tuesday 16 April 2024  
4.00-5.30pm

<b>Location:</b>	Dougherty Centre, Victor St, Chatswood
<b>Chair:</b>	To be appointed at the meeting
<b>Attendees:</b>	Suzanne Hartley; Glenda Hewitt; Margaret Kay; Wendy Norton; Audrey Thomas; Mark Tonga; Srishti Mahhajan; Elisha Mangassarian; Helen Woodman; Ellen Miller (WCC)
<b>Apologies/absent:</b>	Members (apologies):
<b>Guests</b>	Councillor Anna Greco
<b>Alignment to the Community Strategic Plan</b>	<p><b>Outcome 2: A City that is connected, inclusive and resilient</b></p> <p>Priority 2.2 Respect and celebrate our indigenous and non-indigenous history and heritage</p> <p>Priority 2.3 Celebrate and encourage our diversity</p> <p>Priority 2.5 Create neighbourhoods that connect people from all types of households and families</p> <p>Priority 2.6 Foster a digitally enabled community</p> <p>Priority 2.7 Promote accessible services and facilities for the community.</p> <p><b>Outcome 3: A City that is liveable</b></p> <p>Priority 3.1 Foster feelings of inclusion, safety and cleanliness</p> <p>Priority 3.2 Create recreation spaces for all.</p>
<b>Alignment to the Delivery Program</b>	<ul style="list-style-type: none"><li>• Adopt an Indigenous Strategy and Reconciliation Action Plan by June 2023</li><li>• Implement neighbour connection initiatives including Neighbour Day, programs at the Dougherty Community Centre, Willoughby Park Centre, MOSAIC and volunteer programs</li><li>• Adopt a Digital Strategy by July 2023</li><li>• Review and implement the Disability Inclusion Action Plan 2022-2026 by 30 June 2026</li></ul>
<b>Advisory Committees will be successful if they</b>	<ul style="list-style-type: none"><li>• Focus on strategic initiatives that support the delivery or review of the identified strategic priorities including increased community uptake of relevant initiatives</li><li>• Are active and productive</li><li>• Are where members collaborate</li><li>• Promote self-initiative, resilience and empowerment of both members and the broader community</li><li>• Are representative of the community and community interests</li></ul>

## Agenda items

Item	Topic	Time	Lead
1	<b>Welcome:</b>	4:00 pm	Governance
	<p><b>Acknowledgement of Country</b></p> <p><i>Willoughby City Council acknowledges the Traditional Owners of the lands on which we meet today, the Gamaragal People, and their connections to land, waters, and community. We pay our respects to their Elders past and present, and extend that respect to all Aboriginal and Torres Strait Islander people, including those who may be in attendance today.</i></p>		
	<b>Apologies</b>		Governance
	<p><b>Declarations of interest</b></p> <p><a href="https://www.willoughby.nsw.gov.au/Council/Forms/Disclosure-of-interest-by-Committee-Members">https://www.willoughby.nsw.gov.au/Council/Forms/Disclosure-of-interest-by-Committee-Members</a></p>		
	<b>Committee Member- Resignation</b>		
2	<b>Appointment of Committee Chair</b>	4:05 pm	Governance
	<p>Terms of Reference:</p> <p>“5.1 A community member is the Chairperson of the Access and Inclusion Advisory Committee.</p> <p>5.2 The inaugural Chairperson shall be confirmed or not at the third meeting of the Committee and thereafter on an annual basis.”</p>		
3	<b>Confirmation of Minutes – 20 February 2024</b>	4:15 pm	Chair
	Final draft circulated with this Agenda		
4	<b>Actions from Previous Meetings</b>	4:25 pm	
	Please see the table following the Agenda		
5	<b>Strategic Activities</b>	4:30 pm	Chair
	5.1 Standing item – Draft Reconciliation Action Plan		Ellen Miller
	5.2 Informal Working Group Update		Wendy Norton

	5.3 Introduction of new open space team leader		
6	<b>Other Business</b>	5.15 pm	Chair
7	<b>Next Meeting</b>	5.25 pm	Chair
	<p><b>Date:</b> Tuesday, 18 June 2024</p> <p><b>Suggested agenda items:</b></p>		
8	<b>Meeting Conclusion</b>	5.30 pm	Chair

Actions from Previous Meetings		Status
09/5/ 23	After the second round of public consultation, the draft Reconciliation Action Plan be brought to the Committee for comments.	In progress
21/9/ 23	The Committee enquired Community Venue and Services Team Leader to check about the opening times and services being provided at the branch libraries particularly Castle Cove library and report to the Committee in the next meeting.	In progress
09/5/ 23	Staff investigate the status of the draft Digital Strategy and enquire whether circulation of the strategy is possible.	In progress
21/9/ 23	Wendy Norton to collate information provided by other committee members via email about the purpose & focus seminar/workshop, and pass on to Community Venue and Services Team Leader.	Completed
20/6/ 23	Mr Tonga to prepare a vulnerable people discussion paper.	Completed
20/6/ 23	Ms Miller to consult with Community Engagement team about participation at a future Committee meeting.  *To be incorporated in a future meeting agenda item: "Have Your Say for people living with a disability"	Completed
09/5/ 23	Presentation of a draft of the DIAP Annual Report to the Committee before the final version is presented to Council.	Completed
20/6/ 23	Include a matters arising agenda item in subsequent agendas of the Committee.	Completed
20/6/ 23	Ms Miller to circulate Reports into Park and Reserve Upgrades for Improved Disability Access with the Committee.	Completed
20/6/ 23	Ms Miller to request Open Space attend a future meeting of the Committee and provide access to the Bales Park draft Master Plan.  *Ms Miller has arranged for Julie Whitfield – Open Space Planner to attend a future meeting of the Committee.	Completed
20/6/ 23	Ms Miller to identify Council's officer to potentially discuss public toilet strategy with the Committee.	Completed
20/6/ 23	Ms Miller to circulate link to NSW Government – Accessibility and Inclusivity Toolkit.	Completed

20/6/ 23	Ms Miller to forward link to Carers Gateway to Committee members.	Completed
20/6/ 23	Ms Miller to forward information regarding My Aged Care Home Care Package to Committee members.	Completed
20/6/ 23	Mr Booth to provide an explanation of differing EOI closing dates to the Committee out of session.	Completed
20/6/ 23	Mr Booth to circulate members email addresses with the Committee.	Completed
09/5/ 23	<p>When available, circulate with the Committee:</p> <p>1) The draft report regarding the audit and design of accessibility car parking spaces before public exhibition.</p> <p>2) The draft Accessibility Parking Bay Policy.</p> <p>*Will be circulated shortly after the issue of this Agenda.</p>	Completed