



Minutes

Access and Inclusion Advisory Committee

Tuesday 21 November 2023

Location:	Meeting Room, Dougherty Community Centre, Victor St, Chatswood
Chair:	Glenda Hewitt
Attendees:	Members: Honie Boyd; Ella Gillis; Wendy Norton; Audrey Thomas; Margaret Kay; Elisha Mangassarian (via zoom); Helen Woodman Staff: Ellen Miller – WCC Community Life Manager; Kate Valente – Community Venues and Services Team Leader; Bushra Salam – Governance Administration Officer
Apologies/absent:	Members: Julia Norton; Mark Tonga; Suzanne Hartley; Srishti Mahhajan
Guests	Councillor Anna Greco Jill Nash (member of public)

Items

Item	Topic / Discussion	Action
1	Welcome The meeting was declared open at 4:00 pm.	
	Acknowledgement of Country <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>	
	Apologies Members: Julia Norton; Mark Tonga; Suzanne Hartley; Srishti Mahhajan	
	Declarations of interest A link to the <i>Disclosure of interest by Committee Members</i> form was circulated with the Agenda. https://www.willoughby.nsw.gov.au/Council/Forms/Disclosure-of-interest-by-Committee-Members Margaret Kay declared a standing non-pecuniary less than significant interest as a Director of Yourside Australia, stating, “there may be (in	

the future) a relationship between Yourside Australia and WCC. None known at present.”

2 Appointment of Committee Chair

Committee Resolution:

A chair be elected at each meeting for that meeting in order to give everybody an opportunity to chair if they wish.

Nominations for Chair of the meeting:

- Glenda Hewitt nominated herself.
- Moved by Ella Gillis. Seconded by Audrey Thomas.
- No other nominations were received.

The Committee voted the Chair of the meeting be Glenda Hewitt.

The Committee unanimously approved.

3 Confirmation of Minutes – 19 September 2023

The Committee unanimously adopted the minutes of the meeting of the Committee held on Tuesday 19 September 2023, with a minor amendment.

Moved: Margaret Kay

Seconded: Audrey Thomas

Carried

4 Actions from Previous Meetings

Informal Committee Meeting

Committee held an informal meeting on 17 October 2023. The committee discussed how they could assist in preventing abuse of vulnerable people and whether Council should set up a collective similar to North Sydney Council.

Committee agreed a seminar/workshop during Seniors Festival dealing with abuse may be beneficial.

Community Venues and Services Team Leader was open to this idea. However, as abuse is a very sensitive topic it would need to be handled by professionals to ensure the information provided is accurate and delivered by individuals who are experienced in dealing with people who are victims/or at risk of abuse.

Community Venues and Services Team Leader also indicated that during Seniors Festival, Council running an event focusing on Seniors Rights.

Recommendation:

That first the purpose/focus of seminar/event would need to be defined.

Action: *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*

- **Draft Reconciliation Action Plan**

Community Venue and Services Team Leader advised that the Draft Reflect Reconciliation Action Plan had been conditionally approved by Reconciliation Australia. Draft plan will go to 11 December 2023 Council meeting for approval and then back to Reconciliation for final endorsement.

5 Strategic Activities

5.1 Draft Annual Report against Willoughby's Disability Inclusion Action Plan

Community Venues and Services Team Leader presented Draft Annual Report against Council's Disability Inclusion Action Plan.

The committee discussed the inclusion of the Home Library Service, and Accessible Community Gardens and Affordable Housing to the report. CV&S Team leader indicated she would investigate and include in the report.

5.2 Council's Support to Vulnerable People in the Community

Community Venues and Services Team Leader provided information and outcomes of Council's involvement and support in areas of homelessness, domestic violence, dementia, aged care and youth.

Council Officer presented information booklet on *Domestic Violence is a Crime - Police and Community*. Committee found the booklet provided very useful information and asked for it to be available in Community Centres and Libraries.

Action: CV&S Team Leader to provide feedback to responsible

Community Projects Officer.

5.3 Branch Libraries

The Committee enquired about the opening times and services being provided at the branch libraries particularly Castle Cove library.

Action: Community Life Manager will check and report to the Committee in the next meeting.

5.4 Have Your Say – Accessible Playgrounds

Wendy Norton pointed out the challenges of getting accessible playgrounds and the right equipment.

Community Venues and Services Team Leader reiterated the importance of providing feedback on Have Your Say in relation to upgrades of parks and playgrounds.

5.5 Affordable Housing

Committee discussed whether Council had Universal Design Policy and was these used when building affordable housing units.

Community Venue and Services Team Leader informed the Committee that all builders and contractors need to adhere to the AS1428 which ensures the minimum standards for accessibility are adhered to.

6 Other Business

Report from on Aged and Disability Support

Community Venue and Services Team Leader updated the Committee on Homelessness & Rough Sleeper Services, Domestic Violence services and distributed *Domestic Violence is a Crime – Police and Community* booklets to the Committee. Committee were also provided information on the Aged Care Sector Support and Development work Council is funded to deliver.

Recommendation 2:

All Council Libraries and community facilities to display the Domestic Violence is a Crime booklet.

Moved by Ella Gillis

Seconded by Honie Boyd

Carried

List of Upcoming events:

Community Life manager updated the Committee on the upcoming events at the Dougherty Community Centre.

- Connect Collaborate Celebrate Art Award to celebrate Social Inclusion Week and International Day of People with Disability
- Christmas Social Lunch for Seniors
- Seniors Festival Program – over 40 activities/events – 1- 30 March 2024
- Volunteer Expo scheduled for March 2024 during Seniors Festival

7 Next Meeting

Date:

Tuesday 20 February 2024 4:00pm

Suggested agenda items:

- Community Engagement Toolkit

8 Meeting Conclusion

The meeting concluded at 5:35 pm.
