



Agenda

Access and Inclusion Advisory Committee

Tuesday 21 November 2023
4.00-5.30pm

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

Agenda items

Item	Topic	Time	Lead
1	Welcome:	4:00 pm	Governance
	<p>Acknowledgement of Country</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>		
	Apologies		Governance
	<p>Declarations of interest</p> <p>https://www.willoughby.nsw.gov.au/Council/Forms/Disclosure-of-interest-by-Committee-Members</p>		
2	Appointment of Committee Chair	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> <p>Some Committee Members may wish to state the objectives of their membership. Others may wish to defer to the Terms of Reference, which states the purpose of the Committee.</p>		
3	Confirmation of Minutes – 20 June 2023	4:15 pm	Chair
	Final draft circulated with this Agenda		
4	Meeting Schedule	4:15 pm	
	Council resolution, Item 12.7, 26 June 2023:		

MOTION

That Council:

1. Interpret the words “*a maximum of six occasions per year*” in term 9.1 of the Model Terms of Reference and each Advisory Committee's Terms of Reference to mean a maximum of six occasions per financial year.
2. Advise each Advisory Committee to schedule their respective meeting dates in accordance with this interpretation.

26 June 2023 Agenda containing officer's report:

<https://www.willoughby.nsw.gov.au/Council/Council-meetings/General-Council-Meetings>

5	Actions from Previous Meetings	4:25 pm	
	Please see the table following the Agenda		
6	Strategic Activities	4:30 pm	Chair
	6.1 Discussion on the draft Annual Report against Willoughby's Disability Inclusion Action Plan at next Committee meeting		
	6.2 Standing item – Reconciliation Action Plan	5:00 pm	
5	Other Business	5:15 pm	Chair
6	Next Meeting	5:25 pm	Chair
	Suggested agenda items		
7	Meeting Conclusion	5:30 pm	Chair

Actions from Previous Meetings		Status
20/6/23	Mr Tonga to prepare a vulnerable people discussion paper.	In progress
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”	In progress
09/5/23	After the second round of public consultation, the draft Reconciliation Action Plan be brought to the Committee for comment.	In progress
09/5/23	At a future meeting, present a draft of the DIAP Annual Report to the Committee before the final version is presented to Council.	In progress
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	Staff investigate the status of the draft Digital Strategy and enquire whether circulation of the strategy is possible.	Completed
09/5/ 23	<p>When available, circulate with the Committee:</p> <ol style="list-style-type: none"> 1) The draft report regarding the audit and design of accessibility car parking spaces before public exhibition. 2) The draft Accessibility Parking Bay Policy. <p>*Will be circulated shortly after the issue of this Agenda.</p>	Completed