

Disability Access and Inclusion Committee

Minutes

25 January 2023

Committee Terms of Reference

The Disability Access and Inclusion Committee has been established:

- 1. To provide an oversight role in the development and implementation of the statutory requirements of the Disability Access and Inclusion Plan (DAIP);*
- 2. To review progress of the organisation in the achievement of the objectives of the DAIP;*
- 3. To review the Statutory Reports required under the DAIP;*
- 4. To review the progress of the organisation in relation to progress against the objectives of the Community Strategic Plan as it relates to disability, access and inclusion;*
- 5. To review any reports provided by the Co-Design Access Panel;*
- 6. To advise Council on issues relating to disability, access and inclusion within the City of Bunbury.*

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Acknowledgement of Country

We acknowledge the Traditional Custodians of this land, the Wardandi Noongar people, and pay our respects to Elders past, present and future.

Vision

Bunbury: welcoming and full of opportunities.

Organisational Values

#WEARECOB

WE ARE COMMUNITY

We are one team
We keep each other safe
We display empathy and respect
We have fun and celebrate our successes
We work together to achieve great outcomes

WE ARE OPEN

We are open to opportunities
We actively listen and think things through
We are inclusive and treat everyone equally
We are honest and open in our communications
We are open to feedback to improve our performance

WE ARE BRAVE

We lead the change, we own it
We trust and empower each other
We have the difficult conversations early
We hold ourselves to the highest standard
We have the courage to improve and simplify

Minutes
25 January 2023

Members of the public to note that recommendations made by this committee are not final and will be subject to adoption (or otherwise) at a future meeting of the Bunbury City Council.

1. Declaration of Opening

The Presiding Member declared the meeting open at 4.05pm.

2. Disclaimer

Not applicable to this committee.

3. Announcements from the Presiding Member

Nil.

4. Attendances

Committee Members:

Member Name	Representing
Cr Karen Turner	Councillor Representative
Cr Ben Andrew	Councillor Representative
Tania McInnes	Service Provider Representative - Advocacy WA
Elizabeth Denniss	Proxy for Chief Executive Officer, Manager Community Connection

Support Staff:

Name	Title
Sue Alexander	Community Partnerships Officer - Inclusion
Danika Stevenson	Senior Community Partnerships Officer
Gary Thompson	Team Leader Community Partnerships

Elizabeth Denniss attended the meeting virtually. She was granted permission from the Mayor on 24 January 2023.

4.1 Apologies

Mal Osborne, Sarah Bowes and Emily Northcott were apologies. Cr Gabi Ghaseb was absent.

4.2 Approved Leave of Absence

Not applicable.

5. Declaration of Interest

IMPORTANT: Committee members to complete a “Disclosure of Interest” form for each item on the Minutes in which they wish to disclose a financial/proximity/impartiality interest. They should give the form to the Presiding Member before the meeting commences. After the meeting, the form is to be forwarded to the Administration Services Section for inclusion in the Corporate Financial Disclosures Register.

6. Public Question Time

Not applicable.

7. Confirmation of Minutes

The Minutes of the meeting of the Disability Access and Inclusion Committee Meeting held 28 September 2022 have been circulated.

Recommendation

That the Minutes of the Disability Access and Inclusion Committee Meeting held 28 September 2022 be confirmed as a true and correct record.

Outcome of the Meeting held 25 January 2023

The recommendation (as printed) was moved by Cr Ben Andrew seconded by Elizabeth Denniss.

The Presiding Member put the motion to vote and it was adopted unanimously to become the Committee’s decision on the matter.

Committee Decision

That the Minutes of the Disability Access and Inclusion Committee Meeting held 25 September 2022 be confirmed as a true and correct record.

CARRIED UNANIMOUSLY
4 votes “for” / Nil votes “against”

8. Petitions, Presentations and Deputations

8.1 Petitions

Nil

8.2 Presentations

Nil

8.3 Deputations

Nil

9. Method of Dealing with Minutes Business

Items are dealt with in the order that they appear.

10. Reports

10.1 Terms of Reference

File Ref:	COB/516
Applicant/Proponent:	Internal
Responsible Officer:	Sue Alexander, Community Partnerships Officer
Responsible Manager:	Elizabeth Denniss, Manager Community Connection
Executive:	Gary Barbour, Director Sustainable Communities
Authority/Discretion	<input type="checkbox"/> Advocacy <input type="checkbox"/> Review <input type="checkbox"/> Executive/Strategic <input type="checkbox"/> Quasi-Judicial <input checked="" type="checkbox"/> Legislative <input type="checkbox"/> Information Purposes
Attachments:	Appendix 1: Revised Disability Access and Inclusion Committee Terms of Reference

Summary

The purpose of this report is for the Disability Access and Inclusion Committee (DAIC) to endorse the revised Terms of Reference for the Committee.

Executive Recommendation

That the Disability Access and Inclusion Committee endorse the Committee Terms of Reference as follows:

1. To provide an oversight role in the development and implementation of the statutory requirements of the Disability Access and Inclusion Plan (DAIP);
2. To review progress of the organisation in the achievement of the objectives of the DAIP;
3. To review the Statutory Reports required under the DAIP;
4. To review the progress of the organisation against the objectives of the Community Strategic Plan as it relates to disability, access and inclusion;
5. To review any reports provided by the Co-Design Access Panel;
6. To advise Council on issues relating to disability, access and inclusion within the City of Bunbury; and

7. To advocate and drive the City’s vision of becoming the Most Accessible Regional City in Australia (MARCIA).

Voting Requirement: Simple Majority

Strategic Relevance

Pillar	People
Aspiration	A safe, healthy, and connected community
Outcome 4	A compassionate and inclusive community
Objective 4.2	Support vulnerable groups, including aged persons and those with disability

Regional Impact Statement

The DAIC provides opportunity for community members to contribute to decisions that benefit Bunbury. The committee provides input on the provision of accessible and inclusive facilities, open spaces, programs and services. This ensures that Bunbury is welcoming and inclusive for all who visit and live in the Bunbury Geographe Region.

Background

The Disability Access and Inclusion Committee last endorsed its Terms of Reference at its meeting held 9 February 2022 and was approved by Bunbury City Council at the Ordinary Council Meeting held on 26 April 2022 (Council decision number 076/22).

Council Policy Compliance

The DAIC operates under the Council’s Code of Conduct.

The City’s DAIP commitments are outlined in the Access and Inclusion Council Policy.

Legislative Compliance

Disability Services Act 1993 (amended 2004)
Local Government Act 1995

Officer Comments

A revised Terms of Reference (**attached** at Appendix 1) has been presented due to Committee members expressing interest in exploring the development of a City-wide commitment and vision to being the Most Accessible Regional City in Australia (MARCIA). Staff will work with Committee members to support them to drive and advocate for this vision.

A workshop was held on 18 January 2023 with DAIC members to review the revised Terms of Reference to ensure it adequately reflected the intended purpose of the Committee.

Analysis of Financial and Budget Implications

There are no financial or budgetary implications impacting from this report.

Community Consultation

Not applicable.

Councillor/Officer Consultation

DAIC members were invited to make comment on the revised Terms of Reference at a briefing session held 18 January 2023.

Applicant Consultation

Not applicable.

Timeline: Council Decision Implementation

The revised Terms of Reference for the DAIC will be presented at the subsequent Ordinary Council Meeting.

Outcome of the Meeting held 25 January 2023

The recommendation (as printed) was moved by Cr Ben Andrew seconded by Tania McInnes.

The Presiding Member put the motion to vote and it was adopted unanimously to become the Committee's decision on the matter.

Committee Decision

That the Disability Access and Inclusion Committee endorse the Committee Terms of Reference as follows:

1. To provide an oversight role in the development and implementation of the statutory requirements of the Disability Access and Inclusion Plan (DAIP);
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7. To advocate and drive the City's vision of becoming the Most Accessible Regional City in Australia (MARCIA).

CARRIED UNANIMOUSLY

4 votes "for" / Nil votes "against"

11. Applications for Leave of Absence

12. Questions from Members

12.1 Response to Previous Questions from Members taken on Notice

Nil

12.2 Questions from Members

No questions had been received at the time of printing.

13. Urgent Business

Nil

14. Date of Next Meeting

The next meeting of the DAIC will be held on 8 March 2023.

15. Close of Meeting

The Presiding Member declared the meeting closed at 4.10pm.