

ACCESSIBILITY ADVISORY GROUP

Tuesday 28 January 2014 in Te Mahanga Committee Room One, Wakefield Street 5.30pm to 7.30pm

- 1. Present**
- 2. Welcome from the Chair**
Apologies – David Lee
- 3. Introduction to Councillor Malcolm Sparrow (5 mins)**
- 4. Conflict of interest**
- 5. Matters arising/Adoption of minutes**
- 6. Lombard st/DentonPark and Urban Design – the year ahead**
Lucie Derosiers, Urban Design (20 mins)
- 7. Memorial Park**
Jason Harrison, Memorial Park Project (10 mins)
- 8. Accessible Wellington Forum**
Lisa Matthews, Consultation and Engagement (10 mins)
- 9. Subgroup reports (5 mins)**
- 10. Other business (15 mins)**
 - GWRC Accessibility Reference Group representative
 - Safe and Sustainable Transport Reference Group representative
 - Recruitment update
 - Review of forums/advisory groups
 - Code of conduct
 - North Kumutoto submission
- 11. Next Meeting**
Tuesday 25 February 2014 in Te Mahanga Committee Room One

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1. Present

- Members Jason Strawbridge, Kendal Akhurst, Michael Bealing, Robert MacKay, Angela Vanderpoel Julia Mosen, Alan Royal, Shannon Krogman, Paula Booth.
- Apologies Cr David Lee
- Councillors Cr Malcolm Sparrow
- Council officers Lucie Derosiers, Lisa Matthews
- Guests Jason Harrison, Memorial Park Project

2. Welcome from the Chair

3. Introduction to Councillor Malcolm Sparrow

4. Conflict of interest

None.

5. Matters arising/Adoption of minutes

Minutes of last meeting approved.

Suitable online tool:

- Lisa explained that the upgrade to the Council information management systems will mean that external parties will be able to document share with the Council system. AAG could wait for that system or continue to investigate an online tool.

Action:

Alan, Julia and Lisa to follow up and make a recommendation regarding a temporary online tool.

6. Lombard st/Denton Park redevelopment and Urban Design – the year ahead

Presentation:

- This project is the upgrade of Lombard st and Denton Park. It is being looked at as a result of proposed redevelopment in the Victoria st and Lombard st area.
- A concept design has been produced and a bid for funding has been included in next year's annual plan.
- The design has three aspects for consideration:
 1. Giving pedestrians priority in the laneway using tactile indicators, removing kerbs and limiting vehicular access.
 2. Upgrade of existing park – new painting, seats and surfaces and align the park with the new development.
 3. Change junction – single crossing so shorter length for pedestrians to cross and allow more pavement space for cafes

etc.

Discussion:

- The channel (in laneway) would be more appropriate if it has gradual slope not a lip. This will be easier for wheelchair and people won't trip. The design should separate the function of the channel as drain from the function of an indicator for pedestrians. Design can have any type of channels if separate indicators are used. The current channel won't work.
- Tactile indicators should be in place from the beginning. Maybe used indicator strips as a clear landmark for where to walk.
- The timeframe is the development will be in 2014/2015 and construction in 2015/2016 if the bid is successful.

Year ahead:

- Tinakori Road – shopping area. Further consultation
- Eva and Leeds laneways project. Improvements to make more attractive.
- Victoria st precinct (around Manners and Vivian). Looking at widening footpaths and trees, transport, cycle ways and potential of available council land for green spaces.
- Parliament Precinct – still in negotiation with Parliament. Repave areas, restore Cenotaph (with potential Lottery funding), art to represent stream that used to be there.
- Inner city Park – not much progress. About to start exploring what type of park should be developed and possible location.
- Civic Square. Three work streams:
 - Mercer st
 - Ilott Green
 - Encouraging activities in Civic Square.
- Greening of Taranaki st – looking at how these works with utilities, cycles and transport.
- Bond st – have been approached by businesses in the area to look at this area.
- Miramar Framework – looking at this area. There are some key areas for redevelopment in medium and long-term including Shelley Bay, Mt Crawford Prison and Miramar Sth school site.
- Urban Design is getting some training in accessibility in 2014.
- Design Guide on the work programme also. This to include a section on accessibility. Maybe the AAG could gather consistent pieces of advice that they give to contribute to the advice. It should be a living document that changes and adapts as technology changes.

7. Memorial Park Project Update

Presentation:

- 2014 will be a big year. There will be lot of physical work that will be completed now that the detailed design has gone to Wellington City Council and the construction design is underway.
- The accessibility audit completed did influence the final detailed design – uses of tactile indicators, mobility parks, gradients, colour differentiation were improved.
- The temporary road will be removed in October.
- Ministry of Heritage has approved the building of a toilet block. It will be a

separate design but will be delivered by April 2015 with the rest of the project.

- Jason is keen to come back monthly to update but any problems, for example, temporary traffic issues can be emailed to him via Lisa Matthews.

Discussion:

- AAG delighted to hear about the toilets – this will help ensure that there are accessible toilets available.

8. Accessible Wellington Forum

Discussion:

- Outline distributed
- Attendees are individuals and organisations so need to check the capacity for the Community room in the library.
- Potential attendees will be emailed invites using the list held by Lisa, the RSVP's for 2011 forum and the members of AAG group's contact lists.
- Community room will require signage (already included in the outline).
- Look at groups/parents that work with children with impairments.
- AAG roles at the forum will be assigned next meeting.
- Debate over what time is the best time for the meeting – Doodle and check with networks and get back to Lisa by Friday.
- Lisa will organise her contact list as per the network list.
- Current outline has Kevin Lavery reporting back on the Accessible Wellington Action Plan but it has no measurable KPIs. Jason was in contact with Jenny Rains regarding this but has not been able to progress this.
- This could be another reason to meet with Kevin Lavery as per Lachlan's email to Kevin Lavery in September 2013 which is unanswered.
- Another question is to ask what will happen after the Action Plan runs out – there will be a lot of useful information gathered from the forum that could be the next iteration of the Action Plan.

Action:

AAG members to review the outline, send their contact lists (if possible), and review the networks list for gaps.

Lisa to organise Doodle, confirm capacity for Community Room, sent out the outline for feedback.

Jason to email Kevin Lavery.

9. Subgroup reports

The new arrangement discussed at December's meeting was confirmed. Projects will now be assigned to members that are interested.

10. Other business

1. GWRC Accessibility Reference Group representative:

- No longer automatic that AAG has a representative. Individuals can be nominated by individuals or a group.
- Both Alan Royal and Michael Bealing are interested.
- They are to be nominated by individuals but AAG will write support letters.

Action:

Jason and Lisa are to write support letters.

2. Safe and Sustainable Transport Reference Group representative

- AAG needs a new representative for this group.

Action:

Julia will be the AAG representative for this group.

3. Recruitment

- Fifteen applications have been received for three vacancies. Short listing and interviews to be held. Jason, Julia and Michael and Lisa are eth interview panel.

4. Review of forums/advisory groups

- Forum review report is to be sent to the AAG.
- Review of the advisory groups' terms of reference is about to begin.

5. Code of Conduct

- A gap in advisory groups' terms of reference has been identified. There is no "conduct" section. This is currently ebbing drafted and will stand alone until the review is completed and it will be included in the terms of references for each group.
- AAG reviewed the available draft and made some editorial changes and advised that there should be a section regarding individuals representing the group's view or position without agreement of the group. They want to view and agree to the final version.
- The draft included reference to Deputy Chair. AAG does not currently have a Deputy Chair.

Action:

Lisa to review the Terms of Reference regarding the Deputy Chair position.

6. North Kumutoto submission

- AAG has been contacted by Wellington Waterfront Limited regarding doing a submission on the North Kumutoto design.
- The timing is not right for a presentation at the formal meeting so a subgroup could form. This could be a useful trial of the new project subgroups.

Action

Kendall, Jason and Paula to form a subgroup for a submission.

11. Next Meeting

Tuesday 25 February 2014 in Te Mahanga Committee Room One

Action points from 25 January

Actions	Person responsible
Alan, Julia and Lisa to follow up and make a recommendation regarding a temporary online tool.	Alan, Julia and Lisa
AAG members to review the forum outline, send their contact lists (if possible), and review the networks list for gaps.	All
Lisa to organise Doodle to test timing, confirm capacity for Community Room, sent out the outline for feedback and reorganise her contact list to reflect the network lists.	Lisa
Jason to email Kevin Lavery re last year's request to meet and KPIs for the Action Plan.	Jason
Paula, Jason and Kendall to form a subgroup for a submission on North Kumutoto.	Paula, Jason and Kendall
Lisa to review the Terms of Reference regarding the Deputy Chair position.	Lisa

Action points from 17 December

Actions	Person responsible
Lisa to provide feedback on the forum evaluation and process going forward	Lisa

Action points from 25 November

Actions	Person responsible
City Housing will review the Royal NZ Foundation for the Blind's Accessible Signage guidelines and also look at cost etc regarding Braille signage.	City Housing
City Housing to send both the Design Guide and the floor plans for each complex to Lisa. The Design Guide is being reviewed again and any feedback from the AAG would be welcome. If there are any questions or issues around the floor plans or feedback on the guide then AAG should contact City Housing.	City Housing AAG
Lisa to organise Richard to come back in 4 – 6 months The representative from AAG that sits on Greater Regional Council's Accessibility Reference Group could follow up	Lisa Matthews
David will do a presentation to the AAG on the new committee structure and portfolio leaders at the December meeting.	Cr David Lee
Lisa will contact Urban Design regarding a casual get together with AAG to discuss Miramar	Lisa Matthews

Action points from 24 September 2013

Actions	Person responsible

Subgroup to follow up on lobbying Culture and Heritage about accessible toilets through Geoff Swainson. Letter sent – waiting to hear back	Lisa Matthews
Lisa to update submission template.	Lisa Matthews
Lisa to follow up the proposed second meeting with Building Consents. Waiting to hear back	Lisa Matthews