

ACCESSIBILITY ADVISORY GROUP AGENDA

Tuesday 27 October 2015 5.30-7.30pm

Wellington City Council, 1010 Wakefield St, Committee Room 1

Chairperson: Michael Bealing

Present:

Members: Time Pate, Julia Aguilar, Lee Rutene, Tristram Ingham, Christine Richardson, Alan Royal, Amanda Cameron

Councillors: Cr Lee

Staff: Gunther Wild, Kate Irvine, Crispian Franklin

No.	Items	Who
1	Present	All
2	Apologies: Greg Orchard, Christine Sullivan	
3	Welcome from the Chair to new members (Alan Royal and Amanda Cameron) and guests The Chair welcomed the new members to the meeting.	
4	Conflicts of interest There were no conflict of interest.	
5	Emerge Linda Fisher from Emerge discussed ways that Emerge and the AAG may work together via an internship programme that provide opportunities for school leavers. The programme will provide supportive employment which is different from a transition service. The programme will allow the intern to work for 6 weeks and work for 2 hours in the afternoon and another 2 hours in the afternoon. Emerge has been having conversation with the Council HR. Moved: Tristram Ingham Seconded: Christine Richardson That the Accessibility Advisory Group: 1. Endorse the initiative from Emerge working closely with Council promoting supportive employment for after school leavers. <u>CARRIED</u>	
6	AAG – Going forward Gunther Wild, Manager, Policy and Reporting discussed the following: <ul style="list-style-type: none"> Introduced the new support team 	

	<ul style="list-style-type: none"> - Kate Irvine/ Senior Advisor Engagement & Consultation - Governance Advisor – advisory groups (TBC) • Priorities for the new team • ‘Working together’ • Draft joint letter of agreement 2016 (attached) • Annual report timing (2015 reporting period and beyond) <p>The AAG will need to approve the draft joint letter of agreement 2016 at the next meeting.</p> <p>The Chairperson to provide final edit to the draft joint letter of agreement 2016.</p> <p>The Chairperson will need to discuss with staff in December on the work programme for 2016. The suggested work programme will have 60% Council programmes and 40% open themes.</p> <p>AAG requested staff to engage at a policy level to provide a mechanism to provide feedback on project planning to include accessibility component into project plan documents instead of just feedback on operational processes.</p> <p>Annual Plan team will be presenting to AAG regarding projects and early engagement to all Advisory Groups.</p> <p>Staff will be providing communication to tier 3 managers to engage with Advisory Groups and how to engage with Advisory Groups and focus on issues and clear outcomes.</p> <p>Moved: Michael Bealing Seconded: Christine Richardson</p> <p>That the Accessibility Advisory Group:</p> <p>1. Request staff to develop set standard questions for AAG members by presenters before presenting at an AAG meeting.</p> <p style="text-align: right;"><u>CARRIED</u></p> <p>Staff to provide a one-page guidelines on the Council website for presenters to AAG meeting re specific accessibility issue, powerpoints before meeting, hard copies etc.</p>	<p>All</p> <p>Chairperson</p> <p>All Staff</p> <p>Crispian Franklin</p>
7	<p>Terms of reference between City Housing and the AAG with regards to barrier free access in our portfolio</p> <p>This item has been deferred to the next meeting.</p>	
8	<p>Matters arising/Adoption of minutes</p> <p>Moved: Julia Aguilar Seconded: Tristram Ingham</p> <p>That the Accessibility Advisory Group:</p> <p>1. Accept the minutes of the previous meeting as a true and correct record.</p> <p style="text-align: right;"><u>CARRIED</u></p>	
9.	<p>Other business (10 min)</p> <p>Staff provided a brief overview for the review of 2015 work programme and scope development of 2015 annual report (2014</p>	

	<p>report attached).</p> <p>Election of Chair</p> <p>Mike Bealing nominated Tristram Ingham to be appointed as Chairperson.</p> <p>Tristram Ingham declined the position of Chairperson due to work commitment.</p> <p>This item was deferred to the next meeting.</p> <p>Members raised the issue around insufficient mobility car parking at Grey Street due to maintenance work as mobile generators are parked in mobility spaces.</p> <p>Moved: Tristram Ingham Seconded: Julia Aguilar</p> <p>That the Accessibility Advisory Group:</p> <p>1. Advocate to the Parking Services to provide 2 additional mobility vehicle car parks at Grey Street, Wellington.</p> <p style="text-align: right;"><u>CARRIED</u></p> <p>Moved: Tristram Ingham Seconded: Michael Bealing</p> <p>That the Accessibility Advisory Group:</p> <p>1. Welcome new AAG members to the meeting and queried about the process for induction.</p> <p style="text-align: right;"><u>CARRIED</u></p> <p>Christine Richardson raised a matter to include intellectually disable member to AAG as it is under represented.</p> <p>Chair would like an update on Cuba Street/Abel Smith intersection at the next meeting.</p>	<p>Parking Services</p> <p>Crispian Franklin</p>
10	<p>Next Meeting - Tuesday 24 November 2015 in Committee Room One</p>	

Christine O'Sullivan,

1. Actions

Action points from 29 September	Person	Status
Jenny Rains to provide a copy of the Be Accessible audit to Steve Spence	Jenny	
Addition of secondary tag to job logging system	Jenny	
Send CommunityFinder link out to AAG members	Jenny	
Arrange for someone to attend a meeting to discuss the Health Passport	Helen	Nov meeting
Raise with Parking Services that contractors use mobility parks in Grey Street	Michael	
Doodle poll to arrange date and time for Railway Station street audit Doodle poll for street audits	Helen	complete
Action points from 25 August		
Arrange a meeting with Westpac Stadium	Michael	Waiting for a response
Action points from 30 June		
Develop an AAG communications strategy before thinking about whether and how to run a social media site.	Tim, Julia, Christine, Michael	To be confirmed
Action points from 26 May		
Contact the Chair of the TAG to discuss how the TAG is incorporating NZS4121 into its work and to discuss how the TAG minutes could be made more useful for the AAG	Michael	