

ACCESSIBILITY ADVISORY GROUP MINUTES

Tuesday, 24 November 5.30pm -7.30pm

Wellington City Council, 1010 Wakefield St, Committee Room 1

Chairperson: Michael Bealing

Present:

Members: Julia Aguilar (audio conference), Lee Rutene, Tristram Ingham, Christine Richardson, Alan Royal, Amanda Cameron, Christine Sullivan

No.	Items	Who
1	Present	All
2	<p>Apologies:</p> <p>That the Accessibility Advisory Group:</p> <p>1. Accept the apologies from Tim Pate, Cr Lee and Cr Sparrow.</p> <p style="text-align: right;">CARRIED</p>	
3	<p>Welcome from the Chair</p> <p>The Chair welcomed the members to the meeting.</p>	
4	<p>Conflicts of interest</p> <p>There were no conflict of interest.</p>	
5	<p>Sign off joint letter of agreement 2016 (5m)</p> <p>Mike Bealing spoke to this item and the Group agreed to sign off the letter and requested to additional information in the letter.</p> <p>That the Accessibility Advisory Group:</p> <p>1. Agreed to the joint letter of agreement 2016 with a small amendment by addition:</p> <p>The AAG will work collaboratively with Council officers engaging with the group to ensure the provision of information and/or documents are delivered in an accessible format.</p> <p style="text-align: right;">CARRIED</p>	
6	<p>Annual Plan Wellington City Council Annual Plan 2016/17 Process (30m)</p> <p>Neil McInnes from Policy and Reporting team presented to the group.</p> <p>Members requested for previous feedback on the group's LTP submission.</p> <p>Member Lee requested a copy of the transport strategy.</p>	LTP team Neil McInnes
7	<p>Terms of reference between City Housing and the AAG with regards to barrier free access in our portfolio (30m)</p> <p>Tammy Mullins, City Housing and her team, presented to the group regarding city Housing and how AAG can work together on upcoming projects.</p>	

	<p>That the Accessibility Advisory Group:</p> <ol style="list-style-type: none"> 1. Request a site visit with City Housing to view current development project. <p style="text-align: right;">CARRIED</p>	Crispian Franklin
8	<p>Matters arising/Adoption of minutes</p> <p>Tristram tabled the Health Passport document and spoke to it.</p> <p>That the Accessibility Advisory Group:</p> <ol style="list-style-type: none"> 1. enquire if Council has a facility to support the on-line processing for the Health Passport. <p style="text-align: right;">CARRIED</p>	
9	<p>Other business (10 min)</p> <p>9.1 Appointment of Chair</p> <p>That the Accessibility Advisory Group:</p> <ol style="list-style-type: none"> 1. Appoint Lee Rutene and Michael Bealing as co-chairs for the Accessibility Advisory Group. <p style="text-align: right;">CARRIED UNANIMOUSLY</p> <p>9.2 Wellington Railway Station Community Street Review</p> <p>The Chairperson tabled the document and spoke to it. The next step is to have joint discussion with Living Street for the review.</p> <p>Tristram suggested that the community road review to include a section to raise AAG's concern.</p>	
	Next Meeting - Tuesday 26 January 2016 in Committee Room One	

Actions

Action points from 29 September	Person	Status
Jenny Rains to provide a copy of the Be Accessible audit to Steve Spence	Jenny	Done – next step
Addition of secondary tag to job logging system	Jenny	Done – next step
Send CommunityFinder link out to AAG members	Jenny	Link provided.
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	
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	Tim, Julia, Christine,	To be confirmed

about whether and how to run a social media site.	Michael	
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	

The meeting closed at 7.34am