

Record of Meeting: Accessibility Advisory Group

Meeting Details for 28 September 2010

Venue & Time	5.30 to 7.30 pm, Committee Room 2, 101 Wakefield Street
Present	Members: Sara Pivac Alexander (Co-Chair), Thomas Bryan, Lisette, Wesseling, Alan Royal, Isobel King, Linda Hobman, Rosemary Cole, Council Officers: Ken Bowater, Stephen Simpson Councillor: Guests: Jason Strawbridge
Apologies	Philippa McDonald (Co-Chair), Iona Pannett, Jenny Rains, Errollyn Jones

Agenda and Minutes 28 September 2010

#	Agenda Item (min)	Key points / Decisions
-	Joint Chairs welcome the group	
-	Adoption of Minutes	Minutes of the 31 August 2010 meeting (held on 14 September) were adopted. (Rosemary/Thomas)
1	Developing the scope for the WCC Web Review and Strategy – Stephen Simpson, Project Manager	<p>Discussion The early involvement of the AAG was noted. Stephen's initial scoping report (the first step in this large project) is due in 2 weeks. Discussion included: good aspects (e.g. labelling images), past communication failures (e.g. pdfs), international standards, search engines, web alerts, page layout. Priorities suggested: plain English, navigation, access choice, download times, NZSL clips.</p> <p>Actions Members to send recommended sites to Ken for forwarding to Stephen as exemplars. Ken to give Alan Stephen's contacts for ongoing sub-group involvement.</p>

2	Embedding Accessibility - Ken Bowater	<p>Discussion Note that the purpose of the Scoping Report is to get the discussion put on the Forward Programme. Discussion covered feedback on the rationale, vision and outcome statements, whether to cluster the actions by Strategies or by Community Outcomes, and identifying priority actions.</p> <p>Actions Any more feedback on the draft scoping report to Ken by Friday 8 October please.</p>
3	Update on new member recruitment	<p>Discussion</p> <ul style="list-style-type: none"> o Time frame and areas of interest as per draft advertisement o Indication of current members who are interesting in standing again for the AAG – all except the current co-chairs o The group would prefer to continue having co-chairs o 3 members wish to be considered for chairs/co chairs o Membership needs identified: Maori, Deaf, physical, mental health <p>Actions Check for plain English. Rosemary and Linda will provide feedback.</p>
4	Report from the Chairs	There was no report
5	Questions to AAG Sub-group reports	None
6	Questions to AAG follow-up actions	None
7	Other business (10)	Thomas – when will the election accessibility assistance day be notified? Ken to follow up.
	Date for next meeting	26 October 2010 at 5:30 pm.

Follow-up actions from 14 August 2010

#	Agenda Item	Action Required	By...Date	Owner	Status
1	Engaging Maori with Disabilities – report back from CCDHB hui	Report back from those who attended. (Phillipa?)			

