

ACCESSIBILITY ADVISORY GROUP

Tuesday 25 March 2014 in Korimako Committee Room Two, Wakefield Street
5.30pm to 7.30pm

1. **Mihi Whakatau (10 mins)**
To our new members
2. **Welcome from the Chair**
Apologies – Shannon Krogmann, Cr Lee for lateness
3. **Introduction to Greg Orchard, Chief Operating Officer (5 mins)**
Introducing the Accessible Wellington Action Plan champion on the Executive Leadership Team.
4. **City Housing (15 mins)**
Quarterly catch up
Vicki McLaren, David Bridge, Hayden Whelan, Becky Harwood, City Housing.
5. **Welcome from the Mayor (10 mins)**
6. **New Wellington City Council committees structure (20 mins)**
Presentation on the new Council committee structure which was implemented late 2013.
Cr David Lee
7. **Election of co-chair (5mins)**
8. **Accessibility Advisor Report (5 mins)**
Monthly report on the Advisor's activities
9. **Conflict of interest**
10. **Matters arising/Adoption of minutes (5 mins)**
11. **Project reports (5 mins)**
12. **Other business (20 mins)**
 1. Accessible Wellington Forum
 2. Parliament Precinct
 3. Oral submission Draft Annual Plan
 4. Loomio and annual report
 5. Building Amendment Bill
 6. Emergency Preparedness
13. **Next Meeting**
Tuesday April 29 2014 in Te Mahanga Committee Room one

ACCESSIBILITY ADVISORY GROUP

**Tuesday 25 March 2014 in Korimako Committee Room Two, Wakefield Street
5.30pm to 7.30pm**

1. Present

- Members Jason Strawbridge, Kendall Akhurst, Michael Bealing, Julia Mosen, Alan Royal, Paula Booth, Christine O'Sullivan, Lee Rutene, Tim Pate.
- Apologies Cr Malcolm Sparrow, Shannon Krogmann, Cr Lee for lateness
- Councillors Mayor Celia Wade-Brown, Cr David Lee
- Council officers Lisa Matthews, Greg Orchard, Vicki McLaren, David Bridge, Hayden Whelan, Becky Harwood, Martin Rodgers, Billie Taite-Jones
- Guests

2. Welcome from the Chair

3. Introduction to Greg Orchard, Chief Operating Officer

Greg Orchard is the new Accessible Wellington Action Plan champion on the Executive Leadership Team of Wellington City Council.

Discussion:

- His role is to be a conduit back to the Executive Leadership Team and help the Accessible Action Plan get traction.
- He acknowledged that there were concerns from the AAG regarding performance indicators.
- He was honoured to be coming to the AAG
- He has talked with CR Lee also.

4. City Housing

Update:

- City Housing brought a presentation for the new staff about the City Housing work.
- Design Guide
 - Has been updated to include AAG feedback.
 - Lifemark information is included on page 16.
 - Ambulatory apartment designs are informed by Lifemark guidelines.
- Braille
 - Braille is used in the lifts as per Building Code
 - Agreed at the last meeting to look into the costings but would like to meet with a subgroup to identify priorities for signage.
- Marshall Court
 - Looked at Lifemark and had a report done. Marshall Court met or exceeded some requirements but failed on others because the plan had to meet the same footprint as the previous building, for example door width.
- Kotuku upgrade
 - The detailed design is about to go out for tender.
- Arlington

- This upgrade is at the business case stage. There will be a pre-upgrade evaluation of Arlington which looks at it in a holistic way – looking at emergency requirements, tenants’ requirements, etc etc. This feeds into the design brief. This pre-upgrade evaluation is evaluated a year later (a post-occupancy evaluation) and learnings can be taken into the next project.
- The AAG could be involved in at the front end and could visit the site as part of the pre-upgrade process
- City Housing also wanted to flag the community development programme in terms of its impact in reducing social isolation. This programme has just been evaluated. The manager Rosie Gallen would be happy to come and speak.
- Enable funding reportback
 - City Housing were having difficulty to get funding for adjustments to properties for people with impairments.
 - They will be elevating that discussion to a higher level and will brief AAG when that happens.

Discussion:

- AAG are happy to contribute on anything that the City Housing would like input on. Most things can be handled by subgroups but the very important projects could be managed by the full group.
- A question was raised regarding the Council fully partnering with Lifemark like Christchurch and Auckland Councils. City Housing pointed out that in Wellington there will be a number of processes including the Warrant of Fitness programme. City Housing are happy to work alongside all programmes.
- Other comments were made regarding the small size of lifts and hallways for wheelchairs in Hansen Court. However, as Hansen Court was an upgrade only, the lift wasn’t replaced. Also a comment was made that touch screens should be avoided in any new lifts.

5. New Wellington City Council committees structure presentation

Discussion:

- AAG found the presentation excellent and gained a better understanding of the new council structure.
- A question was raised about how to manage issues – the AAG can contact the chair of the committee to bring it to their attention. If it is a smaller issue then it should be directed to the Contact Centre through either calling or texting them or using the Fixit App. The job is logged and its progress can be monitored.
- There were several queries around different issues such as taxis not being able to drive up right up to the entry of the stadium, fencing for dog parks.

Action:

- **Lisa** to organise a briefing on Fixit and the Contact Centre.
- **Lisa** to follow the use of the Accessible checklist written for Events.

6. Election of co-chair

Michael Bealing was voted in as co-chair unanimously.

7. Welcome from the Mayor

7. The Mayor greeted the members including the new members.

- She reflected on the 2040 Strategy which is focussed on making Wellington a very liveable city and encouraging people to stay into their retirement – to achieve this a city has to be accessible.
- She mentioned the Building Amendment Bill and the commitment to retaining decoupling.
- She is concerned that the mobility scooters in the Council Building are not available in the weekend but was encouraged by the change to the mobility park outside the Council which is now closer.

8. Accessibility Advisor Report

Written report from the Accessibility Advisor was presented.

9. Conflict of interest

None.

10. Matters arising/Adoption of minutes

Approved Paula/Mike

11. Project reports

1. North Kumutoto

The CCO team are still happy to include something from the AAG in the final report to Council.

Action:

- **Paula, Kendall and Lisa** are to meet at the conclusion of the meeting.
2. Annual Plan submission was handed in and Julia and Paula are giving the AAG's oral submission tomorrow. The Mayor gave advice on oral submissions.
3. Housing Strategy – Paula developed a letter in conjunction with Lee and Shannon. Lisa will circulate to the group now that Annual Plan and Kumutoto have been completed.

Action:

- **Lisa** to circulate Paula's draft for members to contribute to.

12. Other business

1. Accessible Forum.

A subgroup has formed with Christine and Lee. The invitations will be ready to send next week. The Mayor suggested that the Forum could be opened by "Starjammers".

2. Parliament Precinct.

Current status is that the Parliamentary Services have said no to having the ramp as per the Urban Design's suggested design. Council staff did well but ultimately the decision sits with Parliamentary Services. What action should the AAG take in terms of this decision?

Action:

- A letter will be drafted and sent to Minister for Disability Affairs, Minister Turia and a meeting will be requested with Parliamentary Services. DPA and Barrier Free will also want to be involved and Be. Accessible should be approached.
- Subgroup including **Jason, Lee, Paula, Michael?** is to be formed to do this work.

3. Annual Report.

The drafting of the Annual Report will be trialled on Loomio. The AAG want to explore more online work discussions. The recently retired members will be asked to contribute also. There is information on the Loomio about how it works. The final report will need to be signed off at the April meeting.

Action:

- **Lisa** to send the Loomio signup to members. **All** to contribute to the discussion.

4. Building (Earthquake-prone Buildings) Amendment Bill.

This Bill will remove the Council's discretion in regard to the accessibility section in the Building Code and decouples to requirement to upgrade accessibility and fire requirements when upgrading the building. Wellington City Council is putting in a submission which is well written and addresses all the relevant points. AAG put in a submission to the Ministry of Building, Employment and Innovation regarding this issue which can be re-used.

Action:

- **Lisa** to send the previous submission to the new members. **?** can resend the submission. Due by 17 April.

5. Request from Wellington Emergency Response Team. They have requested some time on the agenda at the next meeting to discuss both the issues of rescuing people with impairments and also getting some volunteers with impairments to be rescued. They requested that the AAG consider these before the next meeting.

Discussion:

- Geographic communities now signing up agreements with Wellington Regional management Emergency Office and getting prepared themselves.
- Problem in Christchurch with blind people not being able to see people's badges and assess whether they are genuine.
- Also blind people knowing how to use camping stoves.
- Importance of Neighbours Day for knowing who in your neighbourhood might have an impairment.
- Discussion around the usefulness of a database of people with impairments vs privacy concerns. City Housing has one for emergency purposes.

6. Exit button at Wellington City Council – there will be a better system installed that will allow for a more accessible exit from the building after hours. They will also lower the button that is not accessible to wheelchair users. Jason and Cr Lee met with the Security Manager and gave him feedback on the system. The instructions will be sent out to all AAG members when ready. The Security Manager listened to the feedback and thanks from the AAG will be passed on.

7. Correspondence.

There are a number of items and they will be forwarded on separately.

8. Reportback from Safe and Sustainable Transport Reference Group.

Julia attended on behalf of the AAG. It was interesting to see what they are doing. They discussed the 30 km speed limit and the points for and against, and cycling. There were updates from each member also.

Action:

- **Julia** to check whether she can still attend this meeting now she has a new job.
9. Meeting with Stephen Harte regarding tactile indicators and braille signage at traffic intersections. Need to set-up a meeting date for the next meeting. Michael and Lee also interested.

Action:

- **Lisa** to send email with information about Braille signage etc that was sent to Stephen Harte to Michael and Lee.
- **Lisa** to set-up meeting.

13. Next Meeting

Tuesday April 29 2014 in Te Mahanga Committee Room one

Action points from 25 March

Actions	Person responsible
Lisa to organise a briefing on Fixit etc.	Lisa
Lisa to follow up the use of the Accessible checklist written for Events.	Lisa
Parliamentary Precinct subgroup to draft letter and request meeting with Parliamentary Services.	Jason, Lee, Paula, Michael?
Lisa to circulate Paula's draft housing response for members to contribute to.	Lisa, all members
All to contribute to the discussion on the Annual report on Loomio.	All members
Lisa to send the previous Building (Earthquake prone) submission to the new members. ? can resend the submission. Due by 17 April.	Lisa, ?
Lisa to send email with information about Braille signage etc that was sent to Stephen Harte to Michael and Lee and set up a meeting with him.	Lisa
Julia to check whether she can still attend Safe and Sustainable Transport Reference Group meeting now she has a new job.	Julia

Action points from 25 February	Person responsible
3C bar toilets - Jason and Kendall to follow up	Jason and Kendall

Action points from 17 December	Person responsible
Lisa to provide feedback on the forum evaluation and process going forward	Lisa

Action points from 25 November	Person responsible
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

Lisa will contact Urban Design regarding a casual get together with AAG to discuss Miramar	Lisa
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Action points from 24 September 2013	Person responsible
Lisa to update submission template.	Lisa
Lisa to follow up the proposed second meeting with Building Consents. Waiting to hear back.	Lisa