



Disability Inclusion Reference Committee

Meeting Minutes

When: Thursday 17 November 2016

Where: Green Room, COG Building, 45 Mundy St, Bendigo

Time: 2pm to 5pm

1. Welcome

- a. Sara McQueenie welcomed committee members, carers and City staff.
- b. Sara completed an Acknowledgement of Country recognising the traditional land owners of the City of Greater Bendigo, the Dja Dja Wurrung and Taungurung people.

2. Who is here and who is not

Chairperson	Sara McQueenie
Who is here	Tristan Coote, Sara McQueenie, Daniel Giles, Lyn Hartland, Margaret Harvey, Jane Worsley-Allott, Robert Colbourne, Dr Michael Langdon, Brett Martini - Manager Engineering & Public Space, Natalie Jacobson - Coordinator Inclusive Communities, Lindy Wilson - Social Planner, Kylie Cheal - HR Adviser, Sue Smith and Colin Hiscoe from SARU Arrived at 3pm: Helen Reimers
Who is not	<ul style="list-style-type: none"> a. Trevor Budge, Manager of Strategy was not able to attend the meeting. Lindy Wilson, Social Planner is at the meeting in his place. b. Ivan Lucanto, Acting Manager People & Performance was not able to attend the meeting. Kylie Cheal is at the meeting in his place. c. Ann-Maree Davis, Jessica Stone & Andrew Barrett
City support staff at meeting	Jolie Middleton, Cara Smith & Ben Jones

Sara welcomed the newest member of the committee Dr Michael Langdon CEO of Access Australia.

3. SARU Introduction about the VATT project

- a. Sara welcomed Sue Smith and Colin Hiscoe from the Self Advocacy Resource Unit, also known as SARU.
- b. Colin talked about his experiences with SARU and his history in various self-advocacy groups.
- c. Sue gave a presentation on SARU and the Voice of the Table (VATT) project. The Voice at the Table project aims to increase the number of people with cognitive disabilities sitting on boards, committees and advisory groups.
- d. Sue explained the Voice at the Table practical guide and top 10 tips sheets. The guide and tip sheets will be emailed to all members.
- e. Sue and Colin will be observing the meeting and will talk with the committee again at the end of the meeting about any feedback or advice they might have on how the committee can run its meetings to be more inclusive of all members.

4. Are there any conflicts of interest?

- a. Sara asked if any members had a conflict of interest about any agenda items.
- b. No members declared a conflict of interest.

5. Confirm minutes of previous meeting

- a. Jane asked if the third dot point under 'Member vacancy' was missing the word "not" with regard to organisation representation on the committee. It was confirmed that the minutes should read that "The person must be connected to an organisation that is not already represented on the committee." With that correction, the minutes were confirmed as correct by Robert, and seconded by Jane.

6. Updates on actions from previous meetings

- a. See Attachment 1, the Rolling list of actions table at the end of the minutes.

7. Guest Presentation- Jackie Dacey from Intereach

- a. Sara invited Jackie Dacey from Intereach to talk about the National Disability Insurance Scheme (NDIS).
- b. Intereach is the Loddon areas Local Area Coordinator for the NDIS. Bendigo is in the Loddon area.

- c. Jackie Dacey talked about the NDIS, answered questions and provided information to the committee.

8. Afternoon Tea break for 15 minutes

9. Update on the current Community Access & inclusion Plan progress – Focus area: Inclusion and civic participation

- a. Sara asked Lindy Wilson to talk about the City's role in advocating to Public Transport Victoria to ensure public transport links remain accessible and affordable.
 - i. Lindy Wilson said that the City has been advocating for better access in regard to public transport. A new bus time table has been rolled out.
 - ii. There has been much work done in regards to bikes. There are many bikes that cater for people with a disability such as the Cycling Without Age bikes and Dutch Cargo bikes.
 - iii. There will be an Innovation in Cycling Showcase on at the Town hall on the 25th of November 2016.
- b. Sara asked Lindy to talk about the City's Community Engagement Policy and Framework, and how it makes sure the voices of people with a disability are heard and considered.
 - i. Lindy said that the City's Community Engagement Policy and Framework was adopted by the previous council. It is a general policy to help staff think about how they can hear many different voices in the community. More work needs to be done about engaging better with various groups in the community.
 - ii. The City is always looking to update publications and make them more accessible. Community is encouraged to provide feedback about the City's website and publications.
 - iii. Lindy will be attending some future meetings of the committee to seek their comments on plans and strategies that she is working on.
- c. Sara thanked Lindy and asked Jolie Middleton to present on the Inclusive towns project.
 - i. Inclusive Towns is a project that aims to increase the accessibility of local businesses for people with disability. It is a partnership between the City of Greater Bendigo and the Loddon Shire Council, with support from the State Government
 - ii. It focuses on three key areas:

- Communication
 - Physical environment
 - Disability awareness
- iii. Inclusive Towns aims to create an inclusive community in which people with disability have the same opportunities and choice as those without.
- iv. Jolie asked for comment and feedback from the committee on the project:
- Members asked what the City's policy on portable ramps for businesses was. Brett Martini said that there was no issue with them as long as they are removed after use. It was suggested that the project make businesses aware of portable ramps.
 - Members suggested that the project be linked with the Eaglehawk Community Plan.
 - Members suggested that the project consider that some businesses may be fearful of WorkCover if they employ a person with a disability. The project should give businesses information about employing people with a disability.
 - Members suggested that the project create media coverage for businesses that participate to encourage and provide an incentive for businesses.
 - Members suggested that the project consider adding a question about how many people with a disability use their business as part of the survey.
 - Members advised that many shops in the Eaglehawk area are not accessible. It is a good area for the project to start.
 - Members talked about many access issues they experience in the Eaglehawk area. Members were reminded that if there are any specific issues they should be reported to the City's Customer Support so a request can be logged.
- d. Members discussed incentives for businesses to become more accessible. An accessibility award category in the Bendigo Business Council's business awards was suggested. Members agreed to brainstorm what the awards would be at the next meeting and then invite someone from the Bendigo Business Council to the March meeting to discuss ideas on an award. Action moved by Daniel Giles and seconded by Helen Reimers.

Action	Action No.	Responsible person
Agenda item for next meeting to brainstorm ideas for a Business Accessibility award. Discussion to consider: how the award would be judged, how much the award would be for and where the funds would come from.	6	Jolie Middleton
Invite a member from the Bendigo Business Council to attend the March meeting.	7	Jolie Middleton

10. Work of the Committee – Priority areas for the Disability Inclusion Reference Committee

- a. The five most common issues and opportunities raised at the last meeting and through the member expression of interest process were:
1. Accessible Parking
 2. Community education about disability
 3. Accessible housing
 4. Safety for people with a disability in Bendigo
 5. Supporting carers.
- b. See Attachment 2, Top 5 priority areas, Year 1, at the end of the minutes for more detail.
- c. Members asked that item 4 say “Greater Bendigo” rather than “Bendigo”.
Action moved by Jane Worsley-Allott agreed on by all members.

Action	Action No.	Responsible person
Change item 4 to say “Safety for people with a disability in Greater Bendigo”.	8	Jolie Middleton

- d. Sara asked if we can hold discussion about what the committee would like to do to action the priority areas until the next meeting. All agreed. All members to think about options and bring to the next meeting.

Action	Action No.	Responsible person
Carry over agenda item “Priority areas for the Disability Inclusion Reference Committee” to next meeting.	9	Jolie Middleton

11. SARU feedback about meeting

- a. Colin & Sue said that they thought the meeting went very well.

- b. They suggested that the administrative agenda items such as confirming the last meeting minutes could be last on the agenda and that the most important issues could be first on the agenda.
- c. Colin also said that it is important to let people know where the toilets are at the beginning of the meeting and ask people to turn mobile phones off.

Action	Action No.	Responsible person
Change agenda order around for next meeting so that discussion topics are first and admin items last.	10	Jolie Middleton
Add "housekeeping" to the start of the agenda.	11	Jolie Middleton

12. Close of Meeting

Sara McQueenie thanked the committee members and guests for attending the meeting. Meeting closed.

ATTACHMENT 1

Rolling list of actions: 15 September 2016				
Action	Action No.	Responsible person	Date listed	Comments / date completed
Disability Inclusion staff to review all the issues and opportunities raised and bring the top 5 common themes back to the next meeting.	1	Jolie Middleton	15/09/16	<p>Jolie said that the top 5 common themes found from the discussion in the first meeting are:</p> <ol style="list-style-type: none"> 1. Accessible parking - lack of bays in Bendigo, compliance and safety of parking bays, temporary or different permit types, and policing of use of bays at shopping centres. 2. Community education about disability - to break down barriers and raise awareness to businesses and medical services. 3. Accessible housing - setting a percentage of houses in new subdivisions that are to be accessible homes and providing a concession or incentive for developers that do. 4. Safety for people with a disability in Bendigo - making Bendigo a safer place, safe space with lighting and seats etc. where people can wait for a taxi. 5. Supporting carers - especially aging carers, and families of people with a disability. <p>To be discussed more later in the meeting.</p>
<p>Write 3 letters to:</p> <ul style="list-style-type: none"> • the Minister for Housing, Disability and Ageing, • Victorian Disability 	2	Jolie Middleton to provide support to members to	15/09/16	<ul style="list-style-type: none"> • Jolie reported that there had been no progress on the action. Jolie said that the letters are best to be written in the words of committee members.

<p>Advisory Committee, and</p> <ul style="list-style-type: none"> Greater Bendigo City Council asking for funding and support for the City to keep the disability inclusion staff. 		draft letters		<ul style="list-style-type: none"> Jolie will contact Ann-Marie, Daniel, Sara and Bob to organise a time to meet.
<p>Selection panel to meet and select a new member to fill the one empty position.</p>	3	Jolie Middleton	15/09/16	<ul style="list-style-type: none"> Action complete. The new member is Dr Michael Langdon CEO of Access Australia
<p>To find out if the Terms of Reference can be changed to remove the condition that the chairperson is to be a Councillor for the first 12 months and if Cr Campbell can remain as the chairperson.</p>	4	Jolie Middleton	15/09/16	<ul style="list-style-type: none"> Jolie said that she had spoken with Rod Campbell and although he is humbled by the committee's sentiments and would enjoy the opportunity to continue as the chair for the committee, he has said that his decision needs to be in the best interest of the committee. It is his opinion that it is most important that the committee continue to have a strong connection with Council and that this needs to be through a Councillor being a participating members and chair of the committee. Rod would like to pass his thanks onto the committee. Jolie explained that the appointment of a councillor to the committee now needs to be decided by Council at their December 14 meeting. Members again expressed the importance that the chair be a person with a disability for this committee. Members agreed that it would be their preference

				<p>that the committee could vote at their next meeting (January 19th) who will be chairperson.</p> <ul style="list-style-type: none"> Members would like to know if when Council are appointing a Councillor to the DIRC is it possible to put a recommendation forward (from the DIRC) that the nominated Councillor is appointed as a member of the committee only. Jolie will follow-up.
<p>Meeting of working group to be arranged.</p> <p>Working group to meet and discuss what they want covered in the induction and report this to Council.</p>	5	<p>Jolie Middleton</p> <p>Working group members</p>	15/09/16	<ul style="list-style-type: none"> The meeting is scheduled for Tuesday the 22nd of November at 2PM.

ATTACHMENT 2

Top 5 priority areas, Year 1:

6. **Accessible parking** - lack of bays in Bendigo, compliance and safety of parking bays, temporary or different permit types, and policing of use of bays at shopping centres.
7. **Community education about disability** - to break down barriers and raise awareness to businesses and medical services.
8. **Accessible housing** - setting a percentage of houses in new subdivisions that are to be accessible homes and providing a concession or incentive for developers that do.
9. **Safety for people with a disability in Bendigo** - making Bendigo a safer place, safe space with lighting and seats etc. where people can wait for a taxi.
10. **Supporting carers** - especially aging carers, and families of people with a disability.