

# ACCESS AND INCLUSION ADVISORY PANEL MINUTES

Tuesday 27 July 2021  
6pm – 7pm  
Zoom Meeting



<b>Attended</b>
<p><b>Members</b></p> <p>Councillors Cr Paula Masselos (Mayor), Cr Elaine Keenan (Chair), Cr Tony Kay (Deputy Chair)</p>
<p><b>Community Members</b></p> <p>Andre Cioban, Ben Alexander, Ben Whitehorn, Danny Hui, Petra Pattinson, Rachel Lazarov, Zoe Dunn</p>
<p><b>Council Officers</b></p> <p>Emily Scott, General Manager Sharon Cassidy, Acting Director, Community Assets and Operations Annette Trubenbach, Executive Manager, Community Programs Chris Bath, Manager, Older People and Disability Services Annabelle Hayter, Community Development Officer, Access and Inclusion</p>
<b>Apologies</b>
<p>Tony Pavlovic, Director Planning, Environment &amp; Regulatory Ayden Costello (moved interstate and no longer able to be a panel member)</p>

Item	Minutes: Annabelle Hayter	Action
<b>1. Welcome &amp; Acknowledgement of Country</b>	Cr Masselos and Emily Scott welcomed everyone to the first Access and Inclusion Advisory Panel meeting before handing over to the Chair, Cr Keenan.	
<b>2. Apologies</b>	See above	
<b>3. Introductions</b>	Councillors, Council staff and members introduced themselves.	
<b>4. Role of the Panel &amp; Code of Conduct</b>	All members have been sent the Terms of Reference and must comply with Council's Code of Conduct.  Chris Bath provided an overview of the role of the Panel and discussed key elements of the Code of Conduct.	

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	<p>The role of the Advisory Panel is to:</p> <ul style="list-style-type: none"> <li>• Help Council enhance inclusion and accessibility of infrastructure, facilities, services, programs</li> <li>• Assist with the Disability Inclusion Action Plan and Community Strategic Plan</li> <li>• Help to keep community informed and engaged to promote inclusion</li> </ul>	
	<p><b>Code of Conduct</b></p> <p>Panel members are expected to actively participate and contribute to meetings and provide advice from a lived experience or service provider perspective on inclusion issues. The Panel does not require members to provide technical advice but welcomes their input and the sharing of ideas and expertise in relevant areas.</p> <p>Panel members must:</p> <ul style="list-style-type: none"> <li>• Comply with Code of Conduct to protect against the perception that members or family may benefit from information or decisions arising from panel discussions</li> <li>• Declare any conflict of interest at the start of each meeting. For example, a declaration would need to be made if a family member was living in Council housing, if the panel is discussing plans to develop properties in Council’s housing programs.</li> <li>• Maintain the integrity and security of confidential and personal information.</li> <li>• Not make public comment about Panel matters</li> </ul>	<p>Include conflict of interest as a standing agenda item at start of each meeting</p>
<p><b>5. Waverley Community Profile, Wellbeing Strategy &amp; Resilience</b></p>	<p>Annette Trubenbach, provided a brief overview of Waverley’s key characteristics from its community profile, available at <a href="https://www.waverley.nsw.gov.au/community/waverley_community_profile">https://www.waverley.nsw.gov.au/community/waverley_community_profile</a></p>	<p>Update profile when 2021 census becomes available</p>

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	<p>Looking forward, we expect that the working age population will remain stable, whilst households including children and people over 65 will increase so good planning for changing community needs is important.</p> <p>In community consultations access and inclusion continues to emerge as important factors for strengthening community resilience &amp; wellbeing. This theme will be integrated into Council’s engagement process for the new Waverley Community Strategic Plan.</p>	
<p><b>6. Regional Framework &amp; Waverley’s Disability Inclusion Action Plan Achievements</b></p>	<p>Annabelle Hayter provided a brief overview of Disability Inclusion Action Plans and achievements under the current plan.</p> <p>One of the strategies in NSW to create accessible and inclusive communities, is to implement Disability Inclusion Action Plans. All NSW Government agencies and councils must have Disability Inclusion Action Plans, and they all have a four-year life span.</p> <p>In Waverley there is a Regional Framework which was developed with Randwick Council. In addition, each Council has its own actions outlined in each Councils’ Disability Inclusion Action Plan. The Regional Framework and Waverley Disability Inclusion Action Plan were due to end 30 June 2021, however due to COVID - 19, there was an extension and both plans are active until 30 June 2022. A new DIAP 2022 – 2026 will need to be in place by July 2022. This aligns with the development of Council’s Community Strategic Plan.</p> <p>A video presentation highlighted positive access and inclusion achievements.</p>	

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<p><b>7. Next Disability Inclusion Action Plan Opportunities</b></p>	<p>Emily Scott spoke to upcoming opportunities for engagement and consultations. Council has commenced consultations for the next Waverley Community Strategic Plan. The plan reflects community needs and expectations. It sets clear directions for Council and partner agencies and is based on broad consultation with the whole community including people with disability, families, and carers.</p> <p>The Access and Inclusion Advisory panel will be engaged as part of this consultation process. Council would like panel members ideas on improving engagement with people with disability, families, and carers and to inform priority actions about disability access and inclusion in the Community Strategic Plan and Disability Inclusion Action Plan. Aligning the development of the two plans provides an opportunity to resource actions in the Disability Inclusion Action Plan.</p>	
<p><b>8. Other Business</b></p>	<p><b>COVID - 19 Initiatives</b></p> <p>Cr Keenan requested information on how Council is supporting vulnerable people during the current COVID-19 lockdown. Council's Community Programs team:</p> <ul style="list-style-type: none"> <li>• Developed information resources to assist people to navigate the large volume of COVID - 19 information lines and resources so people can access the support they need.</li> <li>• Continues to support people accessing Waverley and Community Seniors Centre and Waverley and Community Living Program through online and telephone support, even though face to face has largely ceased.</li> </ul>	<p>Monitor and respond to COVID related community support needs.</p>

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	<ul style="list-style-type: none"><li>Assists any people with disability, older people their families and carers who call Council that require assistance.</li></ul> <p>Ben Whitehorn raised that all disability day programs such as Windgap have just ceased. Due to the public health order, there may be more people with disability and their carers that may need assistance over the coming weeks.</p>	
	<b>Remuneration payments</b>	Please return completed ATO and New Supplier Forms to Annabelle Hayter as soon as possible.
<b>9. Next Meeting</b>	It was agreed that the next meeting will be late September/ October on a <b>Wednesday or Thursday</b> starting at 6pm.	Annabelle Hayter to check availability with members and confirm next date.
<b>Final Remarks</b>	The chair thanked everyone for participating in the meeting to explore important inclusion issues for Waverley. Meeting closed 7pm.	