

**All Abilities Advisory Committee (AAAC)
MINUTES**

Tuesday 23 June 2015

11am – 1pm

Winchelsea Room – Surf Coast Shire

Present: Cr Heather Wellington, John Olsen (Chair), Lucille Marks, Caroline Maplesden, Richard Porter, Leone Mervin, Kerri Deague (SCS),

Apologies: Tina Gulino, Carol Okai, Max Kitchen, Emmanuel Pimentel, Damian Waight (SCS)

Guest: Caroline Pimentel

Ag. No.	Issue Topic	Time	Points of Discussion Details/ Decision	Agreement / Action / Timeframe	Responsible Officer
1	Welcome, introductions and acknowledgements	5			John Olsen
1.1	Minutes from previous meeting	2	Minutes from previous meeting on 28 April 2015	Noted as final at council meeting on 23 June 2015 Accepted: L Marks Seconded: J Olsen Carried: All	John Olsen
1.2	Conflict of Interest	2	Declaration of conflict of interest (members)	NIL	John Olsen
1.3	Conflict of Interest	2	Declaration of conflict of interest (Councillors)	NIL	John Olsen

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2	New Business				
2.1	Casuarina youth leadership program progress: Kate Marshall (parent)	15	Kate Marshall (parent of program participant) provided positive feedback about the Leadership Program for her daughter who is 20 years of age. The all-inclusive, all abilities program is unique to the region and Kate is now looking into post school social and vocational opportunities to be developed in the Surf Coast Shire	Agreement: K Marshall will investigate an existing supported employment program in Geelong (Dial a Lunch) to learn about the model of development and support. K Deague will provide update at next meeting.	Kerri Deague
2.2	Accessible and Inclusive Strategy 2014-24 – Quarterly update	10	The reporting schedule consists of two quarterly reports (April and October) and two half yearly reports (January and July) A snapshot of the status of actions from February – June 2015 were presented at the meeting.	Action: <ul style="list-style-type: none"> Next quarterly report will be published in October 2015. K Deague to attach the snapshot of actions achieved to date to these minutes 	Damian Waight and Kerri Deague
	Access and Inclusion issues arising at SCS		Council projects -opportunities for feedback from AAAC at the planning stage		
2.3	Pedestrian safety on paths under Foreshore Committee control	15	Discussion: Are there internal resources and officers who can provide clarity around the standards for trails and shared pathways in the Surf Coast Shire.	Action: K Deague and C Maplesden will arrange a visit with Great Ocean Road Coastal Committee (GORCC)	Kerri Deague
3	Actions from previous minutes				
3.1	Access Surf Coast program summary	10	<ul style="list-style-type: none"> Sandcruiser launch took place Tuesday 23 June at cosy corner in Torquay. It was noted that Great Ocean Road Coastal Committee (GORCC) 	Action: <ul style="list-style-type: none"> K Deague to prepare a letter of 	K Deague

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			<p>had built a new ramp to enable better access from the foreshore to the beach at cosy corner.</p> <ul style="list-style-type: none"> Enabling women leadership network – IDPwD planning for event in November and December 2015 Casuarina Youth Leadership update 	<p>acknowledgement to Rod Gorring at GORCC and Cr Wellington is to sign letter.</p> <ul style="list-style-type: none"> K Deague to provide an update of activities at future meetings. 	
3.2	Housing for people with a disability	5		<p>Action: J Olsen to provide an update of information at future meetings</p> <p><i>NB: Officers are not working on this initiative as there is no Council resolution or formal commitment to it.</i></p>	J Olsen
3.3	AAAC member recruitment	5	<p>Applications for Expression of interest closed on June 16. Five applications received from community representatives. Discussion took place about recruiting community organisation representatives as well as community members. Interviews are planned to take place early August</p>	<p>Action: K Deague will contact Leisure Networks and NDIA to discuss each organisations interest in AAAC membership.</p>	K Deague
3.4	Employment opportunities for people with a disability - Information	5	<p>Information provision regarding two schemes to support people with a disability to transition into work.</p> <p>Proposal to invite speakers from employment organisations to next meeting</p>	<p>Action: K Deague will investigate guest speakers from disability employment services to attend next meeting</p>	Kerri Deague
4.	Next Meeting:	1	<p>Meeting to be held on Tuesday 25 August at 11am - Council Offices</p>	<p>Agenda items to be forwarded to K Deague by Tuesday 18 August</p>	All
<p>Next Meeting date: Tuesday 25 August Location: Council Offices</p>					

Future meetings – Final Tuesday of every alternative month, unless otherwise stated. Time: 11:00am – 1:00pm, Address: Shire Offices – 1 Merrijig Way, Torquay

Dates for 2015 meetings:	24 February, 28 April, 23 June, 25 Aug, 27 October, 8 December
Ground rules for our Meeting <ul style="list-style-type: none">▪ We start on time and finish on time▪ We all participate and contribute – everyone is given an opportunity to voice their opinions▪ We use improvement tools that enhance meeting efficiency and effectiveness▪ We actively listen to what others have to say, seeking first to understand then to be understood	<ul style="list-style-type: none">▪ We follow-up actions for which we are assigned responsibility and complete them on time▪ We give and receive open and honest feedback in a constructive manner▪ We use data to make decisions (whenever possible)▪ We strive to continually improve our meeting process and build time into each agenda for reflection