

**MINUTES OF THE  
DISABILITY ADVISORY GROUP MEETING HELD AT CHRISTCHURCH CITY COUNCIL,  
53 HEREFORD STREET, GROUND FLOOR, ON TUESDAY 19 AUGUST 2014 AT 10:00 AM**

**Present:** Leanne Keenan (Strengthening Communities Citywide Advisor, Disability Portfolio, CCC), Doreen McCoard (Post Polio), Allison Nichols-Dunsmuir (Health in All Policies, CDHB), Tracey Doreen (Deaf/Blind Community), Simon Atkinson (People First), Anna Mitchell (Disabled Persons Association), Robert Watts (Older Persons) and Lorraine Wiersma (Maori & Whanau).

**Minute taker:** Emma Pachnatz (Citywide Administrator, CCC)

**PRIOR TO MEETING A PLANNING WORKSHOP WAS HELD.**

- 1. Welcome:** Leanne welcomed everyone to the meeting and Thane Pullan who came to observe today's meeting.
- 2. Apologies:** Adele Wilkinson (Mental Health Education and Resource Centre) and Brian Laurie (Physical Disability).
- 3. Confirmation of last meeting minutes:** 17 June 2014  
No alterations required.
- 4. Matters arising from the previous minutes:**

Topic	Action	Due Date	By Whom	Update
<b>Presentation</b>				
CCC Graffiti Programme	Emma to send Belinda links to agencies and organisations.		Emma	Completed
<b>Previous Minutes</b>				
CDHB Accessibility Information	Allison to present animation at future meeting.		Allison	Available at this meeting and sent to members last week
	Allison to present animation to Community Committee if available.		Allison	Not possible at meeting
Draft Publication	Allison to discuss draft brochure 'What is a good neighbourhood' at future meeting.		Allison	Discuss at future meeting
CCC Community Committee	Open invitation for members to attend first meeting.		Members	Attended by Doreen and Allison

Topic	Action	Due Date	By Whom	Update
Meeting	Claire to follow up with Allison prior to meeting.		Claire	Completed
	At next meeting organise attendance at future Community Committee meetings.		Members	On agenda below
Blue Car Parks	Update when information available		Leanne	On agenda below
Civic Steps	Emma to follow up with Viv from Council and report at the Health & Safety Committee.		Emma	Completed, on agenda below
Making a Difference Fund	Members to think about presentation topic that has clarity and simplicity not confusing for dementia or disabled people.		Members	On agenda below
	Allison to follow up with Karen re her availability to present.		Allison	On agenda below
	Adele to follow up with Making a Difference Fund re when funds need to be used by.		Adele	On agenda below
Disability Statistics	Allison to find out the disability survey results and how to get access.		Allison	Discuss at future meeting survey results will be released by end of 2014
Botanic Gardens	Allison to update at future meeting.		Allison	On agenda below
	Allison to follow up with Rachel Mullins from Council.		Allison	Completed
	Claire to report on the botanical gardens centre access in the Community Committee report as is significant interest to people.		Claire	Access in general was discussed
DAG Website	Allison to send Emma final submission to be uploaded to website.		Allison & Emma	Completed
Next Meeting – Planning Day	Emma to send out reminder to DAG members of meeting change and date.		Emma	Completed
	Claire to contact Alison Ogier-Price re her availability.		Claire	Unavailable, proceed without her
DAG Publication	Members to read and bring to the planning day.		Members	On agenda below
	Emma to send document to member's absence from		Emma	Completed

Topic	Action	Due Date	By Whom	Update
	meeting.			
	Members to send Emma their bios.		Emma	Bios received from Tracey, Doreen, Anna and Adele
<b>General Business</b>				
Lyttelton Civic Square	Leanne to follow up outcome of submission placed June 2013 for Allison.		Leanne	To follow up
EDLG and Mayoral Forum	Members to discuss at future meeting.		Members	On agenda below
CDHB Disability Support Advisory Committee	Allison to update with information when available.		Allison	As and when needed
Social Housing	Claire to draft submission on behalf of the Disability Advisory Group.		Claire	Leanne to follow up

## 5. Strengthening Communities Citywide Advisor (Disability Portfolio) update – Leanne Keenan

### Beach Mats

- Discussed at CCC Community Committee Meeting held last week. Positivity received.
- Simon Hill (Community Recreational Advisor in the Burwood/Pegasus ward) will progress a funding application to the Burwood/Pegasus Community Board to obtain beach mats.

### DAG Publication

- Would like to establish a working party to progress the document. Lorraine and Simon volunteered.
- Need a clear purpose and review details.

**ACTION:** Leanne to work with Lorraine and Simon on the publication.

**ACTION:** Remaining members to send their biography to Leanne or Emma by 7 October 2014.

### Blue Car Parks

- Discussed at the Community Committee Meeting held last week.
- The Community Committee have requested staff provide a report on blue car parks.

#### CCC Community Committee

- Claire presented to the Council's Community Committee Meeting on the 12 August 2014 and provided an update on the activity of the Disability Advisory Group.
- It was noted that DAG were happy to receive referrals from Councillors and Community Boards for advice.
- The Committee advised that DAG can provide input into the District Plan.
- Councillors said they were happy to attend DAG meetings on request.
- DAG is to present at the Community Committee quarterly (every three months). Next quarterly meeting scheduled is Tuesday 11 November 2014. Leanne will write report at least a month in advance. The draft report will be circulated to DAG members. Dates may change and attendance will be arranged prior to the meeting.

#### Civic Steps

- The Civic foyer steps now have reflective strips to assist visually impaired people.
- Emma asked Council Facilities Manager to install reflective strips on the steps of the Worcester Boulevard entrance as well.

#### Earthquake Disability Leadership Group (EDLG) and Forum

- EDLG approached Council to hold an accessibility forum. Allison, Leanne and Bruce Coleman are currently working together to develop an event plan.
- Proposed for November with focus on Council staff.
- Key Aim: To see Council staff adopt accessibility audits throughout the planning and building stages of Council led Capital projects for community facilities.

### **6. Health in All Policies Advisor (CDHB) update – Allison Nichols-Dunsmuir**

#### Botanic Gardens Visitor Information Centre

- A visit to the centre was undertaken to discuss accessibility issues with staff.
- An informal Barrier Free Audit was completed prior to the meeting and communicated to staff.
- Work will be undertaken to identify low cost solutions to identified problems.

### **7. Submissions – Allison Nichols-Dunsmuir**

- Community and Public Health (CPH) complete a number of submissions.
- Allison explained to members how the CPH approached the Transport submission around the Hospital which included the provision of evidence.

#### **8. Making a Difference Fund**

- Funds need to be spent before the end of the year.
- Previously discussed Karen Smith coming to Christchurch to present and using part of the Making a Difference Fund.
- Planning is underway and Karen is available Monday 15 September (start of Alzheimer's Awareness Week) speaking on Dementia Friendly Cities research.
- Karen will have a full day; presenting to Alzheimer's Canterbury and invites to go out to Councillors, Council Staff, DAG members and network groups.

#### **9. Next Meeting: Tuesday 16 September at 10 am at Civic, 53 Hereford Street, Level 1 in the Function Room.**

**Guest speaker:** Phil Shaw (Community & Safety Manager, CCC) will discuss keyless locks and gather feedback.

#### **10. Meeting Closed: 12:01 pm**