

**MINUTES OF THE
DISABILITY ADVISORY GROUP MEETING
HELD AT CHRISTCHURCH CITY COUNCIL, 53 HEREFORD STREET
ON TUESDAY 15 APRIL 2014 AT 10 AM**

Present: Claire Phillips (Strengthening Communities Citywide, CCC), Allison Nichols-Dunsmuir (Health in All Policies, CDHB), Doreen McCoard (Post-Polio), Tracey Doreen (Deaf/Blind Community), Brian Laurie (Physical Disability), Adele Wilkinson (Mental Health Education and Resource Centre), Simon Atkinson (People First) and Robert Watts (Older Persons).

Minute Taker: Emma Pachnatz (CCC)

1.	<p>Welcome: Claire welcomed everyone and especially Gloria Weeks. Members thanked Gloria for her many years of service on the Disability Advisory Group and for her dedication and commitment representing the visually impaired sector. Carolyn Gallagher – Unit Manager Community Services Council also thanked Gloria for her contribution to improving the lives of all people in Christchurch.</p>	ACTION
2.	<p>Apologies: Anna Mitchell (DPA), Lorraine Wiersma (Maori & Whanau) and Brian Laurie (Physical Disability).</p>	
3.	<p>Previous Minutes:</p> <ul style="list-style-type: none"> • Amendment on page 2 under Tracey's comments regarding the pot hole on footpath. It was not near the Waltham over-bridge but in Sabina Street, Shirley. <p><u>Draft brochure - 'What is a good neighbourhood'</u>. Allison explained it is still with the graphic designer. The other brochure includes good homes and good businesses. The brochures are to raise people's awareness and provide information on where to go for assistance.</p> <p>ACTION: When the draft brochure available Allison will bring to meeting for members feedback before goes to print.</p> <ul style="list-style-type: none"> • Informal meeting with Councillors Alli Jones and/or Yani Johanson. Claire commented still having informal chats and Yani is still committed to the Disability Advisory Group. <p>ACTION: Claire to book 3-monthly meetings with the Community Committee, first meeting in June.</p> <p>ACTION: Members to nominate member at next meeting to attend Community Committee meeting with Claire in June.</p> <p>ACTION: Members to contact Claire with issues to discuss at the Community Committee meeting.</p> <p>Robert asked whether the group needs a 'To Do List' of actions. Members explained have a DAG Work Plan and was reviewed at the end of last year. <ul style="list-style-type: none"> • <u>Tiny Adventures pack of cards.</u> ACTION: Claire to follow up ordering tiny adventures for members. • Council owned disabled car parking spaces. ACTION: Claire to provide feedback about Disability Parking at next meeting. • <u>Think Differently Fund</u> ACTION: Adele to inform members when funds have been returned. • <u>Bio of DAG members</u> ACTION: Members to provide two paragraphs about themselves. • <u>Talking Bus Stops</u> ACTION: Claire to follow up with David from ECan. </p>	<p>Allison</p> <p>Claire</p> <p>Members</p> <p>Members</p> <p>Claire</p> <p>Claire</p> <p>Adele</p> <p>Members</p> <p>Claire</p>

	<ul style="list-style-type: none"> • <u>Guidelines key tips on how to engage/consult with disability community for Council Staff – Auckland Council</u>. Claire contacted Auckland Council and is able to modify the guidelines for Christchurch City Council Staff. Suggestion to include the Bio of DAG members and include on staff intranet website NOT public website. ACTION: Claire to send members draft re titled: Guidelines to presentations and written material for Disability Advisory Group. Members to discuss at future meeting. • Past speakers and actions from DAG minutes- Research and evaluation needed. ACTION: Claire and Emma to work on actions points from previous meetings and provide an update on progress when available. • New Brighton Library. Claire contacted the CCC Libraries Manager. • DAG meetings in June, July and November will be held at Mherc. • Roading issue with pedestrian crossing at free left turns at intersections. Claire explained a body of work is underway on this and spoke to Rod Whearty from Council. ACTION: If there are any <u>specific</u> incidents on roads, names, corners etc provide Claire with the <u>information</u> to pass on as they need to build up <u>evidence</u> of hot spots around Christchurch. ACTION: Claire reminded members to contact the Council Call Centre phone 941 8999 to request a service/problem will be given a service number to track. 	<p>Claire</p> <p>Claire & Emma</p> <p>Members</p> <p>Claire</p>
4.	<p>General Business:</p> <ul style="list-style-type: none"> • Rod Whearty, Consultation Team Leader and Sonia Pollard Traveller Information Team Leader at Council are keen to engage more widely on travelling around the city re the accessible transport plan due for community consultation. There will be a number of issues affecting the disability community i.e. closure of the street around the hospital for the site of the Avon River Precinct. The street will be closed off to public transport. Some streets will change from two way to one way and vice versa. ACTION: Claire to contact Rod or Sonia when specific issues arise. • Robert would like to see unit mangers from each group attend a meeting. <p><u>Building Code:</u></p> <ul style="list-style-type: none"> • Allison commented is between the Ministry of Building Innovations, and Employment and the Office of Disability Issues. Not a parliamentary enquiry. Work on the project has been contracted out and asked the disability community on 21 March to provide feedback by 4 April. Asked people to send in photos of what was positive about the building code and photos that were bad about the code. The response was low due to allowing a week to provide feedback. <p>There are competing interests around the legislation of the building code. People are aware of the Earthquake-prone Buildings Amendment Bill submissions that close on Friday 18 April. If upgrading in the future for the seismic capacity assessment around New Zealand do not need to complete the requirements for access and fire. The disability community had a strong representation to keep the upgrades required.</p>	<p>Claire</p>

	<p><u>Communities and Practice Group to be re-established.</u> Claire is investigating cross Council meeting with multi disability and older person lenses.</p> <p><u>Disability Advisory Group Work Plan</u> needs to reflect the role of the Disability Advisory Group and work on issues that are realistic and achievable. Whilst the present building code can't be changed until Government changes its policies, there are other issues within Council that DAG can affect change. For example Claire spoke to Viv at Council after the last meeting regarding Tracey's comment about the foyer in the Christchurch City Council Civic offices being very grey and dark for a sight impaired person. Claire has raised the possibility of having reflective lights on the steps.</p> <p>ACTION: Claire to follow up.</p> <p>For the Disability Advisory Group to affect change, the group needs to:</p> <ul style="list-style-type: none"> ○ Be clear on what exactly the problem is, the size of the problem, where the particular issues are which is the purpose of the DAG. ○ Need a mechanism in which to record the problem to communicate with others at a higher level in Council. ○ Follow up on progress and report in minutes and to Community Committee. ○ More information on solutions to problems. ○ DAG to be involved in the early stages of issues/problems. ○ Can DAG find points of interest in the rebuild? <ul style="list-style-type: none"> ▪ Where have influence or produce a product to keep the pressure on throughout the process. For example the libraries, have early involvement, explain why advocating the issue, get buy-in into the process, from people making decisions along the way. ▪ Aim for win/win situation for everyone. ▪ If have limited resources how does DAG go about this? ▪ Evaluate the baseline, the standard becomes higher. Positive progress on the other side. Raises people understanding why has to be, DAG can address these issues. ▪ It is always good to try and identify and reward what is going well. How to recognise this if on limited funding for individuals, small business and groups? <p>ACTION: In the work plan review what can DAG work on locally than nationally?</p> <p>ACTION: At a future meeting DAG to work on recognising efforts after a project is going well. Allison to lead.</p> <p>Disability Advisory Group meeting needs to be more focused with the limited amount of time each month, the work plan is the guiding document. The work plan is a living document where projects can be removed or included as a point of reference.</p> <p>ACTION: Next meeting brain storm – what are the key issues who is going to champion it, accountability and feedback. Review the Terms of Reference to accompany the work plan.</p> <p>ACTION: Work Plan to be presented to Community Committee in June.</p> <p>ACTION: Emma to send out the DAG Work Plan to members to review before the next meeting.</p>	<p>Claire</p> <p>Members</p> <p>Members & Allison</p> <p>Members</p> <p>Claire & rep</p> <p>Emma</p>
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- Raising the profile of the Disability Advisory Group. How to advertise the role of the Disability Advisory Group? What is people's perception of the group? The website page needs to be reviewed and user friendly.
ACTION: To be raised at the future meeting.

- Feedback on the new Bus Interchange Meeting
Tracey attended the meeting. Bus drivers and some disabled groups were present. Still in the design phase. There concerns were with the safety of bus drivers how they were going to reverse out safely for both the driver and passengers. Tracey raised this at the meeting - How is a blind person going to know which bus is going into which bay? The reply was that they are working on the issue. Security issues were raised with both drivers and passengers. Some asked for unisex toilets.

Q: Does DAG want to be involved? Tracey commented ECan said they already have the disability voice however don't know who. Tracey aware there is a representative from the Blind Foundation involved. However need a diverse representation from the disabled community.

Council and CERA are responsible for the physical bus interchange however ECan is responsible for the bus operations.

New Central City Public Library Design

Currently the Libraries are undertaking engagement on the new central city public library design. Public consultation via web and community focus groups have occurred as the first stage. Claire attend one of the focus group meetings looking at the functionality of the library. There are two phases for the library. Firstly what people want to see in the library and secondly the functionality of the library.

The site is on the corner of Gloucester Street in the Square the old The Press site. Limited in size due to L-shape. Claire asked Libraries if could present at DAG however unavailable. However Claire said the Be. Accessible group has presented to architects. Simon explained the Be. Accessible group is based in Auckland to help people become leaders and changing attitudes in the community. Simon attended the training two years ago. To find out more visit website www.beaccessible.org.nz or contact Rachel Mullins at Council.

Claire passed on Robert's concern re all libraries having a CCTV magnifier for visually impaired people.

DAG Submission to the Central City Public Library.

Allison discussed draft submission on Wouldn't it be great if it could be inclusive, health promoting and age/dementia-friendly library. For the new Central City Public Library to be endorsed by Disability Advisory Group, CCC and Community and Public Health, CDHB. The recommendations refer to the Built-environment, Wider context (entry & exit), Sustainability, External environment, General internal environment, Flooring, Lighting, Signage, Stairways, Seating, Computer/technology, Community spaces, Staff amenities, Toilets, Staff knowledge/behaviour and Dementia-specific activities in libraries. All the aspects refer to best effort in a specific building project having a

	<p>disability focus. Allison's draft refers to the design phase not the functionally of the library.</p> <p>FEEDBACK GIVEN to Allison included:</p> <ul style="list-style-type: none"> ○ Toilets – hand rails in all toilets to free up accessible toilet. ○ Increase the number of toilets – family room. ○ Tracey thanked Allison for providing such a comprehensive draft ○ CPTED listed stands for Crime Prevention Through Environmental Design. CPTED is a crime prevention philosophy based on proper design and effective use of built and landscaped environments, leading to reduction in the incidence and fear of crime, as well as improvement in the quality of life. ○ Area to read out loud to group ○ Different colour seating to contrasting furniture ○ Chairs with arms with different heights ○ Light wall, light switch with dark contrast switch. ○ Dark floor coverings ○ Resources linked with all libraries ○ Dedicated DVD area or watch individually with head phones ○ Large touch computer screen ○ Getting familiar with new library layout: Walk through, iPad locator at front desk and headphones for visually impaired people, pamphlets for visitors with large font size. ○ Roomy aisles ○ Smartphone app – alert texts what’s coming up and on website ○ Dedicated space for multi use to display community events ○ Staff are trained in disability awareness <p>ACTION: The Disability Advisory Group endorses the submission paper Allison prepared.</p> <p>ACTION: Allison to email final submission to Claire to pass onto Council's project manager for Central City Public Library, Community Services Unit Manager and acting General Manager.</p> <p>ACTION: Allison to send final copy of submission with revised format to members.</p> <p><u>Accessible Christchurch Map</u></p> <p>Currently is out-of-date and not available on the Disability Advisory Group website page due to the rebuild of Christchurch City.</p> <p>Suggestions for revised map:</p> <ul style="list-style-type: none"> ○ Disabled car parks location needs to correspond with disabled car parks listed on Council website page. ○ Add location of accessible public toilets. The Council Call Centre now has an updated copy of accessible public toilets open however not on the Council public website page. ○ Location of accessible ATM's open ○ Have map available in PDF on website and update regularly. ○ Note in key to contact ECan for bus stops. ○ Note in key road works updates visit: TransportforChristchurch.govt.nz ○ Location of accessible accommodation ○ Booking and hire mobility scooters and wheelchairs through the Botanic Gardens Visitor Centre <p>ACTION: Claire to follow up on funds to design another map, separate project.</p>	<p>CARRIED</p> <p>Allison</p> <p>Allison</p> <p>Claire</p>
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	<ul style="list-style-type: none"> Allison to bring draft document- a humorous five minute DVD with a general awareness message phrasing high points of the issues. Started with CDHB and ELDG. <p>ACTION: Allison to bring DVD to show.</p>	
5.	<p>Next Meeting: Tuesday 20 May 2014 at Christchurch City Council, 53 Hereford Street, ground floor, meeting room one.</p> <ul style="list-style-type: none"> Agree on a one day Facilitated Planning session: DAG vision and work plan, timeframe and accountability. Community Committee Meeting: Nominate member to attend meeting in June with Claire. Allison to bring brochure on a good neighbour etc Allison to bring DVD to show. 	
6.	Meeting Closed: 12:00 pm	