

QPRC

ACCESS COMMITTEE TERMS OF REFERENCE

1. Background

At the Council meeting of 24 May 2017, Council adopted a Disability Inclusion Action Plan. One of the Key Actions identified in this Plan was to 'establish an Access Committee'.

The purpose of the Access Committee is to provide informed advice to Council on the development, implementation, monitoring and review of policy, strategies and plans to advance the accessibility of the area and the inclusion of people living with disability.

2. Role

The role of the committee is to:

- Provide input into the development of strategies and the implementation and review of actions identified in QPRC's Disability Inclusion Action Plan 2022 - 2026.
- Assist the Council to identify and remove barriers preventing the participation of people living with disability in the Queanbeyan-Palerang LGA.
- Identify issues of concern and impacts relating to people living with disability in Queanbeyan-Palerang.
- Provide advice to relevant sections of Council on matters of access and inclusion of people with disability.
- Advise and make recommendations to Council on matters relating to access for people with disabilities to Council facilities and services within the community generally.

3. Committee Operation

Staff from the Community and Recreation team will be responsible for taking and distributing minutes, coordinating the agenda, inviting relevant Council officers to attend in relation to agenda items, arranging the meeting venue and refreshments and coordinating any assistance required by members to participate.

Members are appointed in an individual capacity based on their skills and experience and not as representatives of a particular group.

4. Membership and Minutes

- The membership of the Committee includes one Councillor delegate and one alternate.
- People living and/or working with disability within the Queanbeyan-Palerang LGA.
- Family members of those living with disability within the Queanbeyan-Palerang LGA.
- Representatives of local agencies providing services to people living with disability within the LGA.

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- Membership of the committee will be reviewed every two years.

Membership of the Committee will be made by expression of interest via public advertisement. Applicants will be asked to outline their lived and/or professional experience, interest, and expertise in relation to taking part in this committee.

Areas of interest or expertise may include:

- Built environment and urban planning including public domain, public amenities and services
- Information, media and communications
- Economic participation
- Housing
- Transport
- Arts and culture
- Recreation
- Civic participation
- Events and festivals
- Legislation underpinning access and inclusion (including the DDA and UN CRPD).

Skills and experience are especially valued in areas such as:

- Strategic planning
- Change management
- Policy development (including disability policy reforms)
- Consultation
- Community education

Minutes are presented to Council for endorsement only. Any matters that require a Council decision will initiate a Council meeting report being prepared for Council consideration.

5. Meetings

Meetings will be held quarterly or as required to comment or present on Council strategies and plans.

6. Quorum

A quorum for the meeting will be four.

7. Delegations

This Committee does not have any decision-making, financial or delegated powers. No member has the authority to represent Council without the approval of Council.

The Committee does not have the power to sub-delegate or form sub-committees without the approval of Council by way of Resolution.

The Committee is bound all Council Policies as members of the Committee are considered volunteers of Council.