



CHARTER

BLAYNEY SHIRE DISABILITY INCLUSION WORKING GROUP

Role

The primary role of the Disability Inclusion Working Group is to provide input on Council's Disability Inclusion Action Plan developed in accordance with the NSW Disability Inclusion Act (2014) on strategies for Council to:

- develop positive community attitudes and behaviours;
- create liveable communities;
- support access to meaningful employment; and
- improve access to mainstream services through better systems and processes.

Responsibilities

The Disability Inclusion Working Group is responsible for:

- advising and making recommendations to Council on matters relating to access issues, with particular emphasis on issues for people with disabilities as defined by the Disability Discrimination Act.
- monitoring and developing strategies to maintain Council's commitment to improving access for all community members to a range of services implementing the Disability Inclusion Action Plan.
- providing advice and monitoring the implementation of relevant Council programs and policies. Such programs and policies include but are not limited to Disability Inclusion Action Plan.

Membership, Chairperson and Voting

Membership of the Disability Inclusion Working Group comprises:

- 1 Councillor (Chairperson) with 1 alternate Councillor when required
- 5 Community representatives
- General Manager (or nominee) and Council staff as required. Council staff will be ex-officio members.

Meetings

A minimum of 2 meetings are to be held per annum with any additional meetings on a needs basis to be determined by the working group.

A required quorum of 4 working group members shall be required at each meeting.

All operations of the Working group shall be in accordance with Council's adopted code of meeting practice.

The meeting is open to members of the public.

Appointment of members

Community members seeking appointment to the Disability Inclusion Working Group are to nominate by contacting the General Manager.

Term

The Disability Inclusion Working Group shall dissolve at the General Election of Blayney Shire Council. Council may dissolve the Working Group at any time, and any authority conferred by Council to this Working Group may be withdrawn – either wholly or in part – by resolution of Council.

Communication and Reporting

An agenda will be circulated by post or email to all members of the Disability Inclusion Working Group at least one week prior to the meeting.

Matters to be considered must be included in the Agenda for the meeting and must be provided in writing to the General Manager (or nominee) at least ten (10) days before the date of the meeting. The agenda will include an open session for general business where new issues can be raised, and members of the public can speak and be heard.

Formal minutes of the Disability Inclusion Working Group will be produced in accordance with Council's Code of Meeting Practice. The mover and seconder of any recommendation are to be recorded.

The main items of business and recommendations will be reported to the ordinary meeting of Blayney Shire Council. Council may amend any recommendation or any portion thereof or may refer it back to the Working group for further investigation.

Code of Conduct and Other Council Policies

Each Working group member who is not otherwise a Councillor or staff member shall be provided with a copy of:

- Council's Code of Conduct – Standards for Volunteers and Community Representation on a Council Meeting;
- Code of Meeting Practice; and
- Other related policies that may be applicable to the operation of the Working group.

Adopted:	Date: 19/12/2022	Minute: 2212/009
Lasted Reviewed:	Date: 19/12/2022	Minute: 2212/009
Next Reviewed:	Date: 17/02/2025	