

Access and Inclusion Stakeholder Panel

Operating Guidelines

Introduction

The City of Burnside will establish an Access and Inclusion Stakeholder Panel (the Panel) comprised of individuals with disability, carers and disability providers who can provide the City of Burnside with advice based on their lived experiences. Members of the panel will represent a range of disability experiences and diversity.

Interpretation

“Accessibility” is achieved when the needs of all people, regardless of their abilities are considered, and products, services, and facilities are built or modified so that they can be used by everyone.

“Inclusion” occurs when people feel and are valued and respected, regardless of their personal characteristics or circumstances. The importance of fostering inclusion and diversity has become increasingly recognised as a cornerstone for social progress and economic prosperity.

Purpose

The Panel’s role is to provide feedback and advice to help shape the access and inclusion outcomes for key projects across the City of Burnside.

The Panel is not, and is not intended to be, a committee of Council under the *Local Government Act 1999*.

Responsibilities and Functions

Provide advice and feedback to Council Administration on policy and project development across all areas relevant to people with disability through:

- Contributing to Council’s Disability Access and Inclusion Plan (DAIP); and
- Participating in co-design opportunities as they arise.

The City of Burnside will:

- Provide a variety of methods for the Panel to provide feedback. These may include but are not limited to:
 - i. Online feedback (as appropriate)
 - ii. Email
 - iii. Telephone survey
 - iv. EasyRead documentation
 - v. Focus Groups

- Consult the Panel in the early stages of relevant project or policy development, and seek input throughout the project development life cycle.
- Provide a reasonable amount of time for feedback and advice.
- Provide an update on how the input was integrated and the actions or outcomes achieved.

Panel Members can choose whether they want to participate in providing feedback on a specific project. Feedback and meetings are arranged on an ad hoc basis and are determined by the project's needs.

Membership

Membership of the Panel will:

- Consist of individual community members.
- Organisational members (disability sector or related as reflected in the *Disability Inclusion Act 2018* priorities).
- Not be limited by membership numbers.

To be eligible, individuals must be over the age of 15 and live, work or study in the City of Burnside and have skills or experience in the following:

- Lived experience as a person living with disability.
- Lived experience through a caring and supporting a person living with disability.
- A representative from a disability service provider.

Council will facilitate the engagement of support workers, caregivers, and other relevant individuals to assist Panel Members.

Review

A review of the Panel will be undertaken at least every two (2) years to ensure the purpose, membership, and operation is effective. Members can request to be removed from the Panel at any point in time, either in writing or verbally by telephone.

Contact

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