



Disability Advisory Group

Action Planning Meeting

Bawnacre Centre, Irvinestown

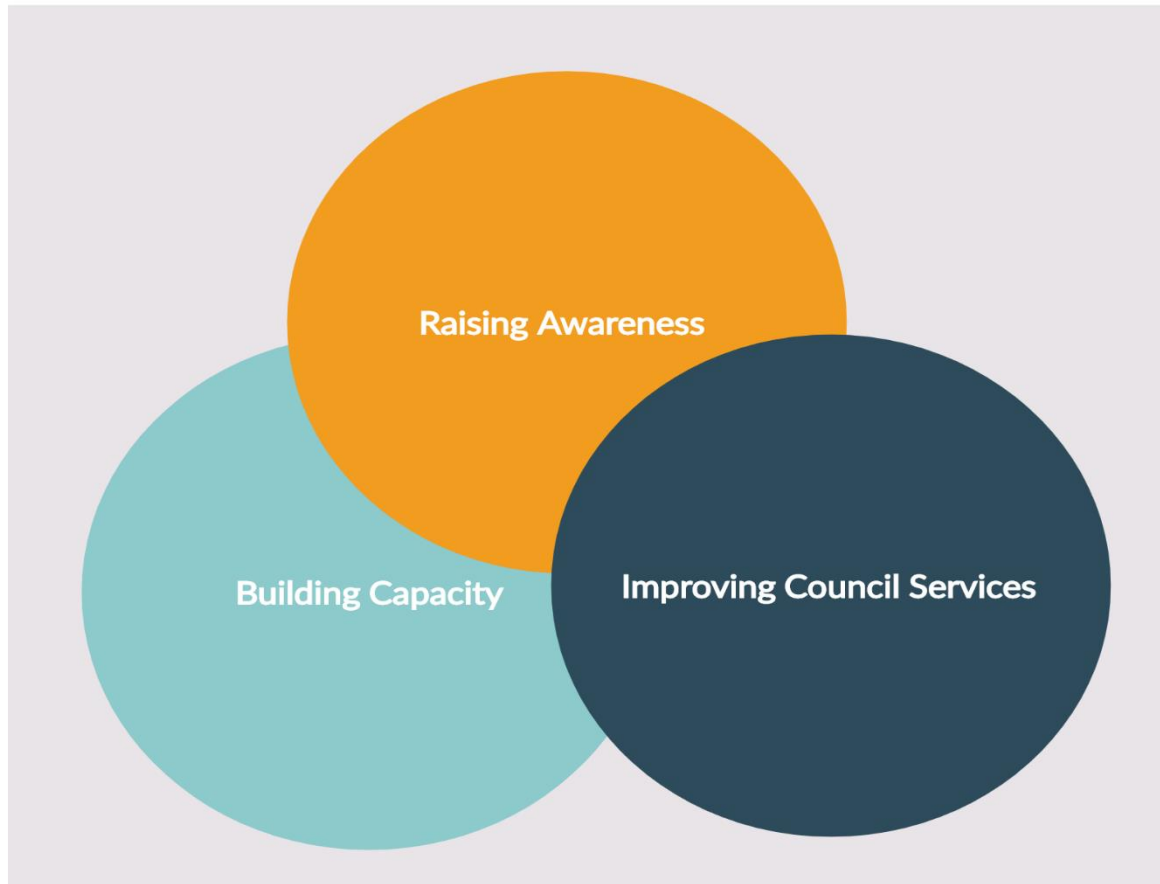
Tuesday 24 September 1.00pm – 3.00pm

1. Welcome & Introductions	
Councillor Victor Warrington welcomed everyone to the Action Planning meeting.	
Present:	
Naomi Fujitani	Stephen Drumm (Interpreter)
Orla McIlhatton	Joanne McDonald
Andrew Wilson	Eileen Drumm
Gerry Maguire	Gerry Knight
Councillor Emmet McAleer	Councillor Garbhan Mc Phillips
Councillor Errol Thompson	Councillor Victor Warrington
Councillor Tommy Maguire	Councillor Stephen Donnelly
In attendance: Margaret McMahon, Finbar Maguire, Matthew Nevin and Melissa Little	
2. Apologies were received from:	
Seline McDonnell	Hetty Van Brandenburg
Jayne Armstrong	David McCollum
Geraldine Keys	Pauline O'Hagan
Andrew Wilson	Darren McConnell
Dermot Devlin	Bob Lingwood
Sean Harpur	
3. Terms of Reference	
Margaret refreshed the group on the Terms of Reference and the purpose of the group advising that as the group have not yet had an Action Plan this will give opportunity for the group to identify and prioritise what the Council can do to make life better and improve services for people with disabilities.	



4. Action Planning 2019/20

The following themes were identified as key discussion points:



The group discussed the above discussion points in detail the following actions were identified:

Action Points	Lead	Target date	Status
1. Raising Awareness			
We will seek to raise awareness by:			
1.1 Contacting the relevant support/advocacy organisations within the District to publicise the Disability Advisory Group and invite them to attend future meetings so that they can learn about the work of the group and in addition so that the group can learn what their organisation does.	All DAG members	Ongoing	
1.2 Promoting the Disability Advisory Group by:			
<ul style="list-style-type: none"> Featuring the Group in future editions of the Residents' Newsletter ('In-FO') 	Finbar	Ongoing	
<ul style="list-style-type: none"> Issuing Press Releases to the four main Newspapers in the District 	Finbar/Matthew	Annually	
<ul style="list-style-type: none"> Posting about the work of the Group and upcoming meetings on the Council's social media platforms. 	Senior Marketing Officer		
<ul style="list-style-type: none"> Regularly updating information on the Council's website. 	Finbar	Ongoing	
1.3 Working towards ensuring that the Council website is compliant with WCAG 2.1 (AA) Guidelines	Finbar/Matthew/Margaret	Sept 2020	
1.4 Being present at the start of relevant staff training sessions to give an overview of the difficulties they experience because of their disability.	Community Voluntary Members	March 2020	
1.5 Providing advice at the design, planning and fit-out stages of new developments. Providing advice at the planning and implementation stages of new projects/policies. Assisting Council Officers in making Council venues and services more accessible through providing advice/guidance as well as feedback from individuals with disabilities who have used these services/venues.	All members	Ongoing	
1.6 Representation of people with disabilities, at relevant events and workshops, such as International Day for People with Disabilities.	All members	Ongoing	

Action Points	Lead	Target date	Status
1.7 Providing reasonable adjustments at events and workshops i.e. access areas, quiet spaces, interpreters, accessible toilets, accessible parking etc.	Matthew	Ongoing	
2. Improving Council Services			
We will seek to Improve Council Services by:			
2.1 Arranging for Accessibility Audits (mystery shopper style). A Member of the group to visit a Council venue/facility to review the service and feed back to the Group.	Community Voluntary Members	3 per year	
2.2 Providing the Group with feedback on events that the Council holds i.e. the Christmas Lights switch on and Halloween events, not only on the success of these events but also if there were any mistakes so that improvements can be made.	Community Voluntary Members	Ongoing	
2.3 Seeking to improve communications by:			
<ul style="list-style-type: none"> Considering the introduction of a route planner/path finder system to make it easier to get find the correct area/person responsible for query/issue. 	Communications Team	April 2020	
<ul style="list-style-type: none"> Ensuring Council publications are available in alternative formats upon request. 	Relevant Council Staff	Ongoing	
<ul style="list-style-type: none"> Piloting the Video Relay Interpreting Service 	Finbar	March 2020	
2.4 Agreeing a forward plan of presentations by Council Officers on various service areas throughout the Council.	All DAG Members	March 2020	
3. Building Capacity			
We will seek to Build Capacity by:			
3.1 Enhancing staff capabilities through training to ensure they can deal effectively with people with disabilities when they contact/visit the Council.	Officers in partnership with Community Voluntary Members.	Ongoing	

Action Points	Lead	Target date	Status
3.2 Where appropriate, including diverse and inclusive imagery on Council publications.	All Council staff	Ongoing	
3.3 Members (where comfortable and willing) taking part in Vox Pop/Video Log type videos, that could be shared on the Council website, to raise awareness of the Groups, their work and how disability affects their daily lives.	Community Voluntary Members in partnership with Finbar & Matthew	3 per year.	

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