**Access Advisory Committee**

**TERMS OF REFERENCE**

**October 2017**

These Terms of Reference are to be read in conjunction with the City of Parramatta (**Council**) Advisory Committees Core Terms of Reference (2017).

**1. Primary Purpose**

The Access Advisory Committee’s purpose is to:

* 1. Advise Council on the access needs of people with physical disabilities and access issues associated with intellectual, sensory, aural, visual and psychological challenges

1.2 Provide advice, input and feedback on Council’s business relating to people with physical disabilities and access issues associated with intellectual, sensory, aural, visual and psychological challenges within the parameters of Council authority and responsibilities.

**2. Roles and Responsibilities**

The Access Advisory Committee’s roles and responsibilities are to:

2.1 Provide specialist advice to Council relating to access issues.

2.2 Provide a forum for community members and organisations to raise and address access issues and needs.

2.3 Report back to individuals, organisations and networks on Council’s role and responsibilities and its decisions relating to the Access Advisory Committee.

2.4 Provide advice towards and monitor the implementation of relevant Council planning programs and policies in relation to the Disability Discrimination Act 1992 and Council’s Disability Inclusion Action Plan.

2.5 Provide advice on community programs to address the needs of and/or celebrate people with a disability.

**3. Membership and Membership Criteria**

3.1 The Committee shall have a maximum of twelve (12) members.

3.2 Per the membership requirements of core Terms of Reference for all Advisory Committees:

3.2.1 All members must demonstrate skills and capacity to contribute to the Committee.

3.2.2 All members must also live, work, study or have a strong commitment to the City of Parramatta Local Government Area.

3.3 Applicants to the Access Advisory Committee must further meet at least one of the following criteria:

3.3.1 People with a disability who live, work or study in the Parramatta LGA.

3.3.2 People employed by a disability service provider in the Parramatta LGA.

3.3.3 People with a demonstrated qualification/ competency/ knowledge of legislative requirements such as the Disability Discrimination Act 1992.

3.4 The Selection Panel will take into account the need for representation from people with different disabilities on the Access Advisory Committee.

**4. Frequency of Meetings**

The Committee will meet bi-monthly, on the third Tuesday of every even month, or at other times as the Committee determines.

End.