

ACCESSIBILITY ADVISORY COMMITTEE WORK PLAN - 2018 - FINAL

| Project/Initiative | Background | Lead/Responsible | Proposed Timeline | Proposed Expenses | Proposed Budget | Relation to London Strategic Plan | Status |
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| Transportation Advisory Committee (TAC) representative | Designated ACCAC rep on TAC | As elected by ACCAC | Ongoing | NIL | NIL | The strategic plan repeatedly references the Transportation Master plan, one of the primary documents used to direct the actions of TAC | Currently have an active TAC member |
| Trails Advisory Group (TAG) Representative | Designated ACCAC rep on TAG | As elected by ACCAC | Ongoing | NIL | NIL | Building a sustainable City 2.A (pg 11) | Currently have 2 members actively involved with TAG |
| Prepare formal recommendations to council based on the feedback gathered during the Accessibility themed open-house(s)/community consultation(s) | ACCAC completed 5 community open houses throughout 2017 workplan. | Education and Awareness Sub-committee | winter/spring 2018 | NIL | NIL | Leading in Public Service 1A; 4A; Strengthening Communities 2B; 3A; 5C; 5H | Completed the Open Houses in 2017. Made 3 presentations to CPSC and City Council in 2018. Need to refine recommendations for Council in 2019. |
| Long Term Planning | Host a Strategic Planning Session with all ACCAC members to develop Short term (2019 Work Plan) | Chair/Vice-Chair | Fall 2018 | Food, Space | 200 | Strengthening Communities 3A Note: development of Accessibility plan in conjunction with ACCAC is mandated under AODA legislation | Completed 2018 report and 2019 work plan at Feb. committee meeting. Will host a formal strategic planning session after new committee formed in June 2019. |
| Site Plan Reviews | This is mandated under AODA legislation (See Site Plan Process best practice Initiative) | Chair/Vice-Chair | Ongoing | NIL | NIL | This is mandated under AODA legislation | Met with staff re: site plan checklist in 2018. City has begun to use the checklist and will report back to ACCAC in Fall 2019. |
| Continue to advocate for use and expansion of FADS document | ACCAC has identified several areas where the FADS document could be expanded or strengthened. Ideally the municipality would expand FADS to include these areas, including but not limited to: community gardens, playgrounds, trails, parks, etc. | Policy and Bylaw Subcommittee | Ongoing | NIL | NIL | Strengthening our Community 4C; 5H Building a Sustainable City 2A, 4D | Spoke to staff and council in 2018 regarding the importance of the FADS document and its ongoing use and the need for an update. Will continue to advocate for the use and updating of FADS in 2019. |
| Review/revised best practices/accessibility guidelines and considerations for Site plan review process (developed by ACCAC in 2016) based on staff feedback | Site Plan review is mandated responsibility of ACCAC since the ODA (2001) Changes to AODA, Ontario Building Code and FADS have ensured most accessibility requirements are now met. Legislation still has some gaps or variances (e.g. applicable to different parties) Best practices/accessibility guidelines and considerations may include a review checklist or information document available/distributed with building or renovation permit requests City staff are using the checklist and are set to return to ACCAC for discussion and follow-up. | Built Environment Sub-Committee | Dependent on staff timelines - estimated Spring/Summer 2018 | NIL | NIL | Leading in Public Service 5A | Staff to return to ACCAC in Fall 2019 for an update. |
| Consult/Advise members of the public/external parties upon requests or referral from city staff | Historically ACCAC has received, often through City staff or accessibility@london.ca, requests to advise builders, architects, businesses, and citizens (amongst many other groups) on aspects of accessibility | Variable sub-committees or ACCAC Chair/Vice Chair; as appropriate | Ongoing | NIL | Nil | Strengthening our Community 1A; 5B; 5C; 5H | Have a rep on LTC Accessibility advisory committee for the first time in 2019. |

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| Undertake Community Outreach to raise Awareness of ACCAC and its role within the city; Promote resources developed by ACCAC to Londoners | ACCAC has historically partaken in outreach varying from hosting full day conferences, to Lunch 'N' Learns, to exhibiting at community events (e.g. Car-free Sundays) Opportunities will focus primarily on exhibiting at events, and may include King's College Social Work Week, Dundas Street Festival, etc. | Education and Awareness Sub-committee | Ongoing | registration costs, ACCAC materials | >\$100 per session; not to exceed \$1000 annually | Leading in Public Service 1A; Strengthening Communities 2B; 3A; | ACCAC very visible in the community last year due to making public the findings of our Open Houses. Have started discussions with TVCC to roll out an "Accessible Trick or Treating" sign/campaign for Oct. 2019 |
| Access2 expansion | Several years ago the City of London became the first municipality in Canada to accept the Access2 Card (Easter Seals program) at all municipal venues. During that expansion London also went from 3 to 48 venues accepting the card. Many new venues/programs now exist and could be approached. During 2017 ACCAC began this process by developing a list of potential sites/venues. | Education and Awareness Sub-committee | Ongoing throughout 2018 | NIL | NIL | Strengthening our Community 2B, 2C, 3A | List has been compiled for possible Access2 expansion. Continue with this objective in 2019. |
| Review Deaf/Blind child at play sign policies | ACCAC members have noted many of these signs have been placed in the same location for decades. This has raised questions about the program | Policy Subcommittee | winter-spring 2018 | NIL | NIL | Strengthening our Community 5B | Staff presented to ACCAC in 2018. Policy committee to make formal recommendations in 2019. |
| Investigate/discuss benefits/impact of making ACCAC brochures/materials in American Sign Language and other accessible formats | During revision of ACCAC materials in 2016, some members questioned whether we were reaching all Londoners who may benefit from the information in our materials and encouraged we explore alternate languages. In 2017 it was determined alternate language was not recommended, however the need to reproduce content in ASL | Education and awareness subcommittee | Summer/Fall 2018 | translation costs | 2000 | Strengthening our Community 2A | Progress not made on this objective in 2018. Education and Awareness sub-committee to address this objective in 2019. |
| City wide meeting accessibility protocols and procedure | A 2016 ACCAC meeting did not have an access team for a member require it. Was informed there was no policy or procedure for proceeding/cancellations in such circumstances. Initial meetings were held with city staff and some recommendations were already made in 2017, however more formal protocols should be developed | Policy Subcommittee | Fall 2018 | NIL | NIL | Strengthening our Community 2C | The City began using an accessibility statement to start all committee meetings in 2018. Signage also placed in council chambers. Explore further opportunities in 2019. |
| Investigate and make recommendation to City on accessibility in 'non-traditional' parks (e.g. community gardens, dog parks, urban agriculture); this may or may not overlap with FADS expansion also included in this plan | ACCAC members have noted many opportunities for enhanced accessibility at outdoor municipal venues/parks. Have worked with Trails, community gardens to date. | Built Environment Sub-Committee | Spring - Fall 2018 | NIL | NIL | Strengthening our Community 4C; 5H Building a Sustainable City 2A, 4D | Very positive relationship with staff in developing accessible Community Gardens and parks and playgrounds. Impressive progress made in 2018. Continue to work toward more improvements in 2019. |
| Engage in discussions around Paratransit and what role, if any, the city could/should undertake in improving the service, noting it is an LTC service, not that of the city directly | Paratransit system is significantly overburdened and very cumbersome for users (requiring prebooking 3 days prior, often taking numerous calls to get through, booking times sometimes hours earlier than desired). Many requests go unfilled | Transportation Working Group | Spring-Fall 2018 | potential meeting/consultation sessions, food, space | 1200 | Strengthening our Community 5H | Accessible transportation was the number one priority as a result of our Open Houses. We now have a member on LTC accessibility advisory committee as a liaison between committees. Have also met with Age-Friendly and plan to work with them and other community groups to advocate for improvements to Paratransit in 2019. |
| Participate in the development and review of the 2018-2021 Accessibility Plan | mandated responsibility of ACCAC under the AODA | Policy Subcommittee, final draft to be brought to full committee | Per staff timeline | NIL | Nil | Accessibility Action Plan 2013-2017 | Have worked with London's Accessibility specialist throughout 2018 and will continue in 2019. |

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| Develop and maintain AODA policies, procedures, practices, particularly for the new Integrated Standard. | Included in the current 2013-2017 Accessibility Plan | Policy Subcommittee | Ongoing | NIL | Nil | Accessibility Action Plan 2013-2017 | Worked with city staff in 2018 and will continue in 2019. |
| Review City Budget with an accessibility lens. | Included in the current 2013-2017 Accessibility Plan | Chair/Vice-Chair | During budget season | NIL | Nil | Accessibility Action Plan 2013-2017 | Worked with city staff in 2018 and will continue in 2019. |
| Annually nominate a candidate for the Mayor's New Year's Honor List under the Accessibility category. | Included in the current 2013-2017 Accessibility Plan | Chair/Vice-Chair | Fall 2018 | NIL | Nil | Accessibility Action Plan 2013-2017 | Name changed to Accessibility category in 2018. Discuss potential recipients at September 2019 meeting. |
| Continue to develop and distribute pamphlets to inform the public about issues related to persons with disabilities. | Included in the current 2013-2017 Accessibility Plan | Education and Awareness Subcommittee | Ongoing | printing | \$1,200 | Accessibility Action Plan 2013-2017 | Continue in 2019 with Education and Awareness sub-committee taking the lead. |
| Review resource historic documents produced by ACCAC, currently posted on london.ca | ACCAC completed review of 2 existing documents in 2017 (Outdoor events, financial resources) and felt review of remaining documents was prudent | Education and Awareness Subcommittee | Fall 2018 | NIL | NIL | Leading in Public Service 1B; 1C Strengthening our Community 3A | Completed these reviews as well as worked with staff in developing accessible elections. |
| Produce an 'Awareness Calendar' highlighting awareness days, weeks, months related to Accessibility and disability | This used to be done monthly but was only shared amongst ACCAC. To promote Accessibility and awareness it was felt a broadening of this approach would benefit the community. ACCAC endeavors to create the calendars and engage city staff on including it/merging it with other cultural/awareness calendars currently used/posted by the city | Education and Awareness Subcommittee | Spring/Summer 2018 | NIL | NIL | | Carry forward to 2019 to ensure an accurate and current calendar. |
| Advise council on manner to better acknowledge and reflect important awareness dates, including International Day for Persons with a Disability (Dec 3) | Similar to the Awareness calendar, acknowledging key dates of importance will elevate the awareness of Accessibility and our community. | Education and Awareness Subcommittee | Fall 2018 | NIL | NIL | | Working with City's accessibility specialist to complete this in 2019. |
| Investigate alternative participation at meetings and sub-committee meetings to increase participation | Under the previous council a survey was sent out regarding Advisory Committee interest in remote access to committee meetings. No further announcement was made after feedback was provided. ACCAC historically experiences Quorum issues, in part due to members missing meetings for the very reason they were appointed (e.g. their disability makes attendance impossible, unable to coordinate Paratransit, etc.) | Education and Awareness Subcommittee | Spring/Summer 2018 | potential software/connection fees | \$500 | | Our committee currently provides captioning services at all meetings and sub-committee meetings with assistance from Clerk's office. Our committee also allows for remote call-ins for sub-committee meetings as needed. |
| | | | | Total | not to exceed \$6000 (ACCAC's historically approved Annual budget) | | |