



Fifteenth Annual Report

2007-2008

Barrier Free New Zealand Trust

18th September 2008

**PO Box 25064
Panama Street
Wellington**

Barrier Free NZ Trust
Directory
For the year ending 30 June 2008

Nature of Business	Charitable Trust To promote, encourage, and facilitate Universal Access
Registered Office	Anvil House 138-140 Wakefield Street Wellington
Postal Address	PO Box 25064 Panama St Wellington
Trustees	James Bowler Ann Maddox Vivian Naylor Michael Pusinelli William Wrightson Jonty Tetley Ross Livingstone Carina Duke
Manager	Sheena-Marie Oughton
Education Project Manager	Jula Goebel
Auditor	Ed Tingey Chartered Accountant
Accountants	The Tax Lady
Banker	Westpac Trust Bank Wellington
Solicitors	Simpson Grierson Barristers and Solicitors Auckland

Personnel Involved

The Trust is made up of consumers and individuals with experience and expertise in local government, the building industry and disability sector.

Trustees (as at June 2008)



James Bowler
Chairperson
FNZIOB. Abldg Sl.
Director of BUILDSURE Ltd.



Ann Maddox
Past Chairperson
LLB (Hons) MJur (Distinction)
Senior Associate, Simpson Grierson, Auckland



Vivian Naylor
BSC (Hons)
London
Barrier Free Advisor & Educator, CCS Disability Action, Auckland



Michael Pusinelli
First CEO of Qualmark
M L Pusinelli & Associates
Consultants in Tourism and Hospitality



William Wrightson
MNZM, MBSoc (Arch), BA, TC. Dip
Past President of DPA (NZ) Inc
Director Wrightson Associates



Jonty Tetley
BSC
Victoria University post-graduate study



Ross Livingstone
MA
Contract Relationship Manager
Disability Directorate at Ministry of Health



Carina Duke
Practice Advisor for Adult Orientation and
Mobility Instructors
Royal NZ Foundation of the Blind

Office Staff



Sheena Oughton
BCA (Mgmt), BA (Hist)
Manager



Julia Goebel
MA (Educ), DipOT
Education Project Manager

Advisors

Margaret Wilson

LLB (Hons.) MJur
Former Dean of Law, University of Waikato
Speaker of the House of Representatives

Wyn Hoadley

MA, LLB (Hons.)
First Chairperson of the BIA, Former Mayor of North Shore
First Chairperson of the Barrier Free NZ Trust

Contract Personnel

Vivien Rickard

BA, B Plan
MNZPI Consultant

Ron Pynenburg

FNZIA
Partner
Pynenburg and Collins Architects Ltd

Alexia Pickering

CNZM, QSO, JP.
Director
Accessible Options

Simon Tonkin

Manager of Building Consents
Invercargill City Council

Bruce Rattray

Director
Bruce Rattray Architecture Ltd.

Rosemary Hazlewood

Director
Building Networks

The Mission of the Barrier Free NZ Trust is

To encourage, promote, and facilitate the creation of environments that are accessible and useable by everyone in the community, including people with disabilities.

This encapsulates the principles of Universal Design

Chairperson's Report

Introduction

The Barrier Free NZ Trust has had a very successful year encouraging, promoting and facilitating awareness on the *Accessible Journey*. The launch of the new education programme Training Pathways at the beginning of 2008 has proved very successful, and reinforces our core business of providing high quality education and training.

Our recent move into the very lively field of Continuing Professional Development (CPD) has resulted in professional bodies and organisations recognising our Training Pathways Modules of Learning for CPD. Members of the New Zealand Institute of Architects (NZIA) and the Building Official Institute of New Zealand (BOINZ) are eligible for CPD points, and Licensed Building Practitioners are eligible for Skill Maintenance Points by the Department of Building and Housing (DBH) on attending a 2-day Barrier Free Seminar.

These organisations individually assessed our education programme and determined the modules meet the standards set by them.

This past year the Trust has expanded by employing two full-time employees, Sheena Oughton as Manager and Jula Goebel as our Education Project Manager. The workload continues to increase, and as a result, has placed more work pressure on staff, who not only deal with general and seminar administration, but also with promotional material, newsletter and website management, module and assessment writing and marking, corresponding with consultants on technical queries, special projects, networking and so forth. Accordingly, we must put in place resources to accommodate the increased workload and improve the services offered by the Trust.

I am delighted to say that Sheena and Jula have both risen to the challenge and are an integral team of the Barrier Free New Zealand Trust.

The separation of management and governance has been tasked for completion by early 2009 by employing an Executive Director. The position of an ED will shortly be advertised and we are hopeful to have someone take up the position by the end of this year. The ED will be fully responsible for management of the Trust and to assume a leadership role to ensure that the strategic plan developed by the Trust is realised.

The role and profile of the Trust is steadily growing through networking, regular newsletters and presenting at various conferences. This is reflected by people actively seeking our involvement at various conferences, forums, and working groups. This is indeed an exciting development and a demonstration of the strong future that the Trust has to look forward to.

Change of Chair

At the 2006/7 Annual General Meeting there was no candidate to take the Chair elect position. I agreed to stand again for another year.

At the forthcoming Annual General Meeting a Chair-Elect, will be appointed. I will have another year to serve as the Chairperson and then relinquish the role at the end of 2009 and become the Past-Chair for the next year.

Trust Membership

This year there were eight Trustees on the Trust Board. This AGM will see the appointment of Richard Cullingworth as our ninth Trustee.

The mix of expertise and experience that the members of the Trust Board bring to its governance role makes it vital that the Trust continues to assess whether further people with specific skills should be approached to join the Board.

The number of Wellington based Trustees is of particular relevance due to their availability to represent the Trust at relevant meetings with Government Departments or national offices of other organisations in the disability sector. This is an ongoing consideration.

We have representation on our trust board from the Disabled Persons Assembly, Mr. William Wrightson; CCS Disability Action, Ms Vivian Naylor; and Royal New Zealand Foundation for the Blind, Ms Carina Duke.

2007/8 Trust Board Meetings

Nov-07	Wellington City Council
Mar-08	Simpson Grierson
Jun-08	Wellington City Council
AGM Sep-08	Parliament

The Trust is very grateful to the Wellington City Council, Simpson Grierson and Parliament for their support in hosting the Trust Board and AGM meetings.

Education and Training

This activity continues as our core function and the Trust has had a very successful year providing education and training on the *Accessible Journey* to people who are interested in accessibility in the built environment.

The development of the new modules of learning is ongoing, and these are specifically targeted to groups that will reap the benefits from the knowledge gained. We aim that the benefits will flow on to the users of the built environment, including people with disabilities. The introduction of assessments for the modules this year has also proven to be a valued service offered by the Trust.

The seven two-day Barrier Free Seminars presented this financial year were held in: Wanganui (July 07), Nelson (Sept 07), Dunedin (Nov 07), Auckland (Nov 07), Christchurch (Feb 08), Napier (Apr 08), and Auckland (May 08). Seminar participants included Building Consent Officers, Architects, Landscape Designers, Designers, IQPs, LBPs, Occupational Therapists, Disability Advisors, Property Managers, and people with disabilities.

There is an increasing demand for tailored seminars as these provide a high degree of flexibility which can accommodate the needs of both employers and employees. Recent seminars for the Department of Labour staff in Auckland and Wellington, and Workbridge in Christchurch, were well received.

The "Introduction to Access" presentation is the latest module that has been developed, which will be launched later this year. This presentation is designed to educate and promote for an accessible environment to a broader audience. It introduces the experience of the Accessible Journey and

requirements in NZ legislation and guidelines in regards to Access. We plan to present to community groups, businesses, people working in the building industry, health boards, government departments, educational facilities, and any other parties who may be interested in learning more about access in the built environment.

In addition to these, the Trust ran two Train the Trainer seminars, presented by Rosemary Hazlewood. These seminars are designed to expand the presenter base for the Trust and successful candidates will start presenting the new "Introduction to Access" later this year. All BFAs were invited, plus nominated persons by the Education and Training Working Group.

The new website has proved to be a significant asset to the Trust and this medium has resulted in a large increase in registrations, with all seminars being fully booked. Limiting the number of attendees to a maximum of twenty provides an ideal learning environment and added quality assurance for all participants.

Barrier Free Advisors

The Trust offers the opportunity for people to train as accredited Barrier Free Advisors (BFAs). This qualification is particularly relevant in the current environment, especially as the pressures to provide compliant access to and within public buildings is increasing.

The accreditation process to train to become a BFA was updated this year. Training BFAs have to attend our two day seminar (Modules 1 – 4), successfully complete the assessment of all four Modules, and attend our new Module 5 seminar which will be held in Wellington on the 8th August. Furthermore, they are required to hand in three trial audit reports: one on an existing building, one on a plan, and one on a building with reference to the plan.

In April, a questionnaire was sent out to all current BFAs listed on the Barrier Free NZ Trust database. The purpose of this questionnaire was to identify whether the information on our database was accurate, and to establish how we could improve the relationship between the Trust and our accredited BFAs.

This project has been an important tool to improving relationships between the BFAs and the Trust. The BFAs now have an opportunity to promote their services on our website by including a logo, contact phone/email, and are regularly kept in the access loop. The updated information received was also used for Module 5: Becoming a Barrier Free Advisor.

The pool of our BFAs is a significant asset for the Trust, and we would like to extend a warm thank you for their support this year.

Presentations

As a result of building up the Trust's profile Jula Goebel, Education Project Manager, was invited to, or is about to present at the following events:

- The Association for Supported Employment NZ conference "From Pathways to Highways: Driving the change towards real social inclusion" in November 2007 in Wellington with Cindy Johns (IHC Advocacy)
- Accessible Wellington Tourism Forum
- A workshop at the Disability in Tertiary Education conference "Making it happen", in July 2008 Greymouth.
- Presentation at the OECD and Ministry of Education conference called "Inclusion and Integration through Innovation – The Role of 21st Century Learning Environments in Promoting Social Participation and Access to Education for Students with Special Needs" in August in Auckland.
- A presentation at the NZ Association Occupational Therapist Conference, in September in Palmerston North.

- Presentations at the Insite Aged-Care & Retirement Industry Trade Show which will be held in November 2008

These have proved to be a great opportunity to educate to a wider audience on accessibility within the built environment.

Resource Handbook

The Resource Handbook for Barrier Free Environments 2005 is used as the base document for the training seminars and is also available to purchase online. It needs to be completely updated and has been targeted as a special project for the coming year.

Acknowledgements

Presenters for the Trust are Ron Pynenburg (Pynenburg & Collins Architects Ltd); Simon Tonkin (Building Consent Manager, Invercargill City Council); Vivian Naylor (CCS Disability Action Ltd); Alexia Pickering (Accessible Options); and Rosemary Hazlewood (Building Networks). The commitment of these presenters to the work of the Trust is acknowledged and appreciated.

The Trust also appreciates the work and professional standard of Bruce Rattray, the leader of the Assessment Team.

Without the support of the Trustees, employees, and members of the Education and Training Working Group the successful outcomes experienced during the past year would not have been achievable. Their contribution has been very much appreciated.

Projects

Accessible Tourism – ‘Promoting places for everyone’

Thanks to the McKenzie Trust and the Wellington City Council, the Barrier Free New Zealand Trust has started a special project titled *Accessible Tourism*. This project aims to provide tourism venues with information on accessibility to and within their building. This information can be displayed on the venues website and will be used by people with disabilities.

I am confident that this project will support the accredited Barrier Free Advisors, as it aims to direct work to them. This pilot is Wellington based but will form a foundation for adopting nationally.

Publications

The Department of Building and Housing and the Trust have jointly produced three booklets, which are available from the DBH website. These booklets are: Accessible Reception and Service Counters; The International Symbol of Access; and Accessible Car Parking Spaces. The Trust distributes them to all seminar attendees, and also uses them as a guidance document to help answer frequently asked questions on the subject.

Relationships

The Trustees and employees are actively seeking ways to build and maintain good relationships with the disability sector and within the building industry. This is important for the Trust as we continue forward into the future.

The Trust has the continued support of the Minister for Disability Issues, Hon. Ruth Dyson. She has assured that she will continue to support the work that the Trust is carrying out, in particular the training and education programme.

Promotions

The Trust and the Training Pathways programme are advertised through the following networks:

- Codewords
- Barrier Free Newsletters
- Barrier Free website
- Building Officials Institute of NZ
 - o Training Academy “E-Reminder” sent monthly.
 - o Listed on their website under Training Partners.
- New Zealand Institute of Architects website

A Google search on “Barrier Free NZ Trust” shows updated records on the Trust’s mission and our contact information. Here is a sample of where you can find us:

- Community Sector Taskforce
- Community Net Aotearoa
- Disability Resource Centre, Auckland
- Family and Community Services – Ministry of Social Development
- Disability Information Services
- Te Puna Web Directory
- Weka: Support Services
- Retirement Guide – Yellow pages NZ

Barrier Free Newsletter

To date 310 people have registered to receive our monthly newsletter with quite a few international readers. We have had questions in the office from people from the UK and Israel and a registration for the Hamilton Seminar from a person in Saudi Arabia.

The office has great feedback, particularly with access issues such as the Compliance Schedule and Retirement Villages article. Readers really enjoy hearing about what is happening in regards to access and feel they are being kept in the loop.

Website

The website has proved to be an invaluable resource to the Trust. All seminar registrations, newsletter administration and resource handbook orders are conducted through the site. The number of visitors to the site has increased from an average of 400 new visitors per month from October 2007 – March 2007, to 973 in May 2008, to 1178 visitors in June 2008.

The Trust has had constructive feedback from the new site and has made necessary improvements which will be live in July 2008.

Legal/Lobbying

This year the Trust continued in the pursuit of a satisfactory resolve on the matter of Compliance Schedules. The matter was raised in meetings with both the Hon. Ruth Dyson Minister of Disability Issues and the Hon Shayne Jones, Minister of Housing and Building. The issue is currently with the Department of Building and Housing and a response should be shortly forth coming.

In July 2008 the Trust lodged a submission on the Department of Building and Housing’s Consultation Document on the Department of Conservations Backcountry Huts. Our particular emphasis was against the blanket approach proposed to remove the existing mandatory compliance with the Building Act and Code on accessibility requirements.

Finance

The monthly accounting, wages and tax has been contracted out to an agency with an established reputation for undertaking that role for a number of other similar organisations. The Tax Lady Ltd is a Wellington based company which prepares the accounts and end of year financial reports for a large number of small businesses, trusts, and incorporated societies.

This process ensures that the Trust's accounts can be managed as quickly and efficiently as possible.

Our finances (covered separately by executive summary and audit report) show the Trust to be growing at a manageable rate with a healthy forecast of sustainability.

Trust Office

The Anvil House accommodation originally offered in conjunction with Wellington City Council was accepted in 2007. As there was a lack of access compliance in this building, we could not accept possession until the building met the requirements of the Building Act 2004. In September, the Trust office moved from the Betty Campbell Centre to Anvil House which now meets access compliance.

Both employees, Sheena and Jula, have completed the 2-day Barrier Free Seminar and working together have revitalised the Trust office. Sheena is dedicated towards promoting the benefits of providing access for all people, through newsletters, networking, and undertaking special projects. She also manages the administration of the office. Jula manages the Education Programme and ensures that the Trust continues to be the leader in educating on Access.

Sheena and Jula provide fresh perspectives, unique skills and an enthusiasm towards boosting the Trust's future prospects.

Funding

We must express our sincere appreciation to:

- The Ministry of Health
- New Zealand Lottery Grants Board
- J.R. McKenzie Trust
- Wellington City Council

The majority of our funding still comes from a contract that we have with the Ministry of Health. This support from the Ministry has made it possible for the Trust to administer the development of our education programme. However, we cannot be complacent as continued funding from the Ministry is not guaranteed.

The Wellington City Council funds the Trust through the Betty Campbell Centre Accommodation Grant for our office space.

The New Zealand Lottery Grants Board has been largely responsible for the funding of the *Training Pathways* programme. The programme is now designed so it can allow and provide for change as required. This is important for the Trust, as education is our key focus. It is always very necessary to look at what we are delivering, how it is being delivered and targeting the groups that need to know specific aspects of Access education. It is hoped that their support will be continued.

The *Accessible Tourism* project has been funded by the JR McKenzie Trust and the Wellington City Council. This project is a pilot for the Wellington region. It will hopefully go nationally as other venues see the benefits in providing accessible information to the public.

Conclusion

In order to strive forward to meet our goals in our strategic plan, the Trust will continue to pursue the objectives and develop and maintain projects. Our office resources are still fairly limited and there is definite room for growth.

This year, I am particularly delighted with the significant progress the Trust continues to make in developing a robust structure that will ensure that it provides quality education and services, thereby remaining the preferred educator on Access.

Finally, I would like to thank my fellow Trustees for their support and their hard work throughout this year. It is their commitment to Universal Access that is the lifeblood of the Trust.

W. J. Bowler.

**Chairperson
September 2008.**

