



Faculties of Health Sciences and Architecture

**Home Modification & Maintenance:**  
Information Clearing House Project

**Advisory Committee Minutes**

**Meeting of the HMM Information Clearinghouse Advisory  
Committee  
18 August 2005  
At 3.00 p.m.  
Level 4 Meeting Room,  
The Faculty of Architecture  
University of Sydney**

**Present**

Ms Jane Bringolf (Independent Living Centre of NSW)  
Ms Melinda Paterson (HACC Development Officer, Sutherland)  
Mr Ian Maxwell (Orange HMMS)  
Ms Rebecca Rodgers (NSW Department of Veterans Affairs)  
Assoc Prof Peter Phibbs (Faculty of Architecture, University of  
Sydney)  
Ms Stacey Sheppard-Smith  
Ms Hayley Seton (OT 4<sup>th</sup> Year Honours Student)

**Apologies**

Mr Darrell Meredith (Motor Accident Authority)  
Mr Mark Flynn (DADHC)  
Ms Phillipa Brennan (Health & Community Care Branch, NSW  
Department of Health)  
Mr Toni Adams (DADHC)  
Mr Phil Endean (State-wide HMMS)  
Ms Gayle Richards (COTA)

**Chair**

Ms Catherine (Katy) Bridge (Faculty of Health Sciences, University of  
Sydney)

**Note taker**

Ms Hayley Seton (Faculty of Health Sciences, University of Sydney)

## Notes

## Action

### *Welcome, introduction & apologies*

Katy opened the meeting at 3.10 p.m. Apologies were noted. Steve Malvern (State-wide HMMS) and Nada Nasser (Department of Housing) will be attending the next meeting.

### *Minutes from the last meeting*

Stacey noted that her name was inconsistently cited. This will be amended; otherwise the minutes of the previous meeting of 19<sup>th</sup> of May 2005 were accepted as true and accurate record.

**KB** to correct.

### *Clearinghouse Updates*

#### Webstats:

Katy provided a summary of the web stats for the period from 16<sup>th</sup> of May till 16<sup>th</sup> of August. The total number of page views to date is 45,779, whilst total Visitors numbers are 5,728. In the period covered there was 907 visitors from 20 countries. Nevertheless 95.51% of visitors over this period were Australian, with a majority of users from NSW. The increase in visitor numbers corresponds to presentations at the MBA roadshows. Stacey discussed the possibility of providing stats on which HMM services are accessing and utilising the website.

See attached report  
**KB** to follow up re:  
HMM services stats

#### HS-NET

A grant has been received for the website to be moved to HS-Net from DADHC. A Memorandum of Understanding (MOU) is still being negotiated between the BSDP and the University solicitors. It was suggested this was a good time to make changes to the website if needed. This would involve working with HMM services to find out what they would like from the website. In addition the suggestion of a name change arose. It was agreed that there was a need to consult with users (HMM Services, consumers, contractors, OTs, Government services) on this matter. It was suggested that either a short questionnaire or telephone survey to both users and non-users of the website. A request was also made for a presentation of a sample HS-Net webpage for next meeting.

**KB** and **PP** to develop questionnaire and circulate to committee members.

#### Systematic Review Updates

##### *Grabrail diameter study*

Katy reported that she had been in correspondence with a number of research agencies in the US and had as a consequence received four new pieces of relevant material. These need to be incorporated and a systematic review check needs to be made prior to the research bulletin being published. The Consumer and Industry fact sheets also need to go out to the relevant review panels and then ISBN and National library catalogue numbers need to be allocated.

##### *Tile coating study*

Editing complete of research bulletin. This is now ready to publish. Katy to circulate around committee members for feedback before publishing. The Consumer and Industry fact sheets yet to be completed.

**KB** to distribute Tile Coating Study for review

## Notes

## Action

### ***Alternatives to auditory doorbell study***

Editing on this review yet to be completed.

### ***Ground level lighting study***

Data collection almost complete. Have begun writing results of review.  
Due for completion in December.

### ***Grabrail orientation study***

Data collection almost complete. Have begun writing results of review.  
Due for completion in December.

## **Hot Topics**

Katy reported that Lara Oram had completed the Home Modification and Children's Growth bulletin. Next topic to cover fire regulation and egress.

## **Events & Training**

### ***MBA Roadshow***

Ian discussed the roadshows to date and commented on all the positive feedback received. He commented on how it was a good way to disseminate information on the HMM services to builders and how they could become involved, especially seeing many local builders had very little interaction with the services. It was also a great way to promote the HMM services and how builders can receive references for work and also refer clients to the service.

### ***Westmead Children's Hospital Workshop***

This workshop run by Lara Oram and ILC staff was very well received and all involved were very happy. Additional workshops have been requested by the hospital and by Northcott as not all members who wanted to attend could due to restriction of room size, and therefore numbers.

### ***Regional Meeting Information***

Attended Kurri Kurri meeting on 18 August to provide website training. This went very well. Have also attended 2 DVA meetings in past 3 months.

## ***Clearinghouse Projects***

### **Timber slip resistance project**

IAG has stated that they are willing to be involved in this project. They will approach board for financial endorsement. Preparation for submission in November (for ARC Linkage Grant) progressing well.

## Notes

## Action

### HACC-MDS

Katy provided the paper which is to be presented at the National Housing Conference later this year. HMMinfo has also been provided with 2003/2004 Commonwealth HACC-MDS data, however Queensland and NT initially denied access. They have since agreed to provide this information. However, this data set does not include more detailed regional information at the postcode level, but Stuart Rayner has agreed to provide NSW postcode information for this dataset. The DACS data set will also be reviewed – particularly in relation to home modifications.

See attached report

### *Other Business*

#### Building better communities

This forum will occur on 27 September, 2005 at the Masonic Centre. Katy to present.

#### Common electronic database for HMM Services

Stacey discussed the possibility of having a common electronic database for statewide HMM Services which links into the HMMinfo website and possibly case studies section. This will however, take sometime to develop.

#### Website and HMM Services contact

A guide to the List Serve and Case Studies sections of the website has been developed to assist users. It was suggested these should be distributed via the Hot Topic reminder email. It was also suggested that the clearinghouse should make regular contact (perhaps monthly) with the HMM services to remind them of the website and what it can assist them with. This may also provide a way to promote and explain the industry and consumer factsheets. Stacey to be added to email list.

**KB** to ensure Stacey has been added to email list

### *Next Advisory Committee Meeting*

The next meeting will be held on the 17<sup>th</sup> November 2005 at the Faculty of Health Sciences, University of Sydney.

**Meeting closed at 5.10 p.m.**