

## Shoalhaven Access Advisory Committee

**Meeting Date:** Tuesday, 08 November, 2016  
**Location:** Jervis Bay Rooms, City Administrative Building, Bridge Road, Nowra  
**Time:** 4.00pm

**Please note:** Council's Code of Meeting Practice permits the electronic recording and broadcast of the proceedings of meetings of the Council which are open to the public. Your attendance at this meeting is taken as consent to the possibility that your image and/or voice may be recorded and broadcast to the public.

### Agenda

#### Election of Chairperson

#### 1. Apologies

#### 2. Confirmation of Minutes

- Shoalhaven Access Advisory Committee – 27 July 2016

#### 3. Declarations of Interest

#### 4. Reports

SAA16.1	Progress on Actions from Previous Shoalhaven Access Advisory Committee Meetings .....	8
SAA16.2	Clarification - Accessible parking: Car Parking Code and Australian Standard .....	12

#### 5. General Business

SAA16.3	Presentation - Code of Conduct & Meeting Procedure	
SAA16.4	Mollymook Inclusive Park	
SAA16.5	Fundability - Funding Application - Beach Access for Young People and Children Discussion	

**Membership**

Clr Cheyne

Clr Aldrick

Mr Russ Pigg or nominee

Ms Ann Sudmalis MP or nominee

Ms Gillian Lidsey

Mr Brendan Vaughn

Ms Leonie Dippel

Ms Jodie Hoger

Mr John Burns

Ms Mel Gorman

Mr Neville Foord

Ms Jackie Kay AM

Mr Bill Deaves

Ms Andrea Wallace

Mr Theo Bagou

Ms Nola Stephens

Mr Peter Thomas

Mr Arthur Ball

Mr Alex Collins

Mr Brett Tory – non attending member

Quorum – Five (5)

**Purpose**

- To identify the major needs of the different disability groups in the Local Government area.
- To make recommendations to Council to resolve the local access problems in priority order.
- To develop a policy on access which can be used in conjunction with the Building Code of Australia in the consideration of applications for building or development and generally in the preparation of Council's own plan for recreation facilities.
- To increase public awareness of access barriers and the extent to which they disadvantage people with disabilities, the aged and parents with children etc.

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**MINUTES OF THE SHOALHAVEN ACCESS ADVISORY COMMITTEE MEETING HELD ON WEDNESDAY 27 JULY 2016 IN ORCHID TRAINING ROOM, CITY ADMINISTRATIVE CENTRE, BRIDGE ROAD, NOWRA COMMENCING AT 4:01PM.**

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The following members were present:

Clr Findley - Chairperson  
Clr Kitchener  
Clr White  
Clr Tribe – left 4.58pm  
Chris Mitchell  
Bill Deaves  
Nola Stephens  
Arthur Ball – arrived 4.05pm  
Jackie Kay  
Alex Collins – Vision Australia  
Theo Bagou – via teleconference  
Martin Uptis – General Managers Nominee

Others present:

Jeannie Greeg – Observing  
Ray Massie  
Colin Wood  
Alan Blackshaw – arrived 4.07pm  
Helen Waterhouse – arrived 4.30pm

Apologies:

Apologies were received from Clr Gash, Mel Gorman, Stephen Fornasier

1. Additional Item – Acknowledgement of Country

Clr Findley opened the meeting and acknowledges the Aboriginal land owners, elders past and present.

2. Minutes of Previous Meeting

MOTION:

Moved: Consent

RESOLVED that the Minutes of the meeting of the Shoalhaven Access Advisory Committee held on Monday 11 April 2016 be confirmed.

CARRIED

**CORPORATE AND COMMUNITY SERVICES**

3. Additional Items Progress on Issues from the Shoalhaven Access Advisory Committee Minutes April 2016 File 1228E


Note: Arthur Ball – 4.05pm

MOTION:

Moved: Consent

Note: Alan Blackshaw arrived 4.07pm

RESOLVED that in accordance with the Committee's delegated authority from Council, that Shoalhaven Access Advisory Committee receive this report for information.

File Number	Added to Action Table	Issue	Outcomes	Reports or Comments
28441E	September 2015	Photo recently posted on Council's Facebook page about special matting placed on the beach to enable wheelchair users to access the water.	The Holey Belt is an affordable option on certain sites like our network of boat ramps including quiet coastal bays. An option is to combine this with a disability wheel chair at each surf club. We have started this with chairs at Mollymook & Culburra. The size of the Shoalhaven and limited resourcing makes achieving an equitable result very challenging. Cost is the main consideration to roll out of more mats. Coast and Estuaries are reviewing the need for matting and will keep the SACC advised of progress.	<p>Holiday Haven have installed a Holey Belt access at Huskisson Resort Following the gift of a beach wheelchair. Callala Beach community has requested upgrade of equitable access at the Callala Beach Ramp.</p>  <p>Ray Massie advised he is waiting for confirmation from Greg Westlake for the meeting to go ahead, there have been large ocean swells which have changed the shape of beaches. He is in the process of determining how to respond.</p> <p>Residents at Callala Beach indicated that they would like a beach wheelchair. There is not a city wide plan at this time.</p> <p>Report back in regards to Callala Beach Status.</p>
52530E	June 2016	River Festival Public Access and Transport	Council staff request the River Festival event organisers to investigate a shuttle bus option from the Nowra CBD area for access to the event.	<p>Shannan Perry-Hall from Council Tourism Team will raise this with the committee at the next River Festival meeting 18/7/16.</p> <p>Nola Stephens advised that Gareth Ward MP</p>

				<p>stated it is Councils responsibility to apply to the State Government for funding.</p> <p>Alan Blackshaw will follow up with Shannon Perry-Hall regarding the issue of Council applying for State Transport Funding for a Bus Shuttle Service at the River Festival.</p>
5603E	June 2016	Winter Wine Festival accessible options.	Council request the organisers of the Winter Wine Festival to update their website and brochure to clearly display the accessible wineries.	<p>Website displayed accessible wineries online. Shannan will discuss updating brochure with organisers.</p> <p>Nothing has changed for this year's festival Jackie Kay was on the website and downloaded the brochure. There was no mention of access facilities.</p> <p>Shannon Perry-Hall be invited to attend the next meeting to advise what she has done to improve the brochures.</p>
30050E	June 2016	Nowra Pool Café Accessible Table	No access ramp to the table and chairs at the café.	<p>Access ramp is included in this year's financial budget.</p> <p>Alan Blackshaw will follow up and report back on the pool access ramp.</p>
51204E	June 2016	Event Access Workshop	Workshop will be hosted for Council and other groups, later in Year by Paul Nunnari, Manager Event Access and Inclusion from the Strategic Communications, Dept of Premier & Cabinet.	<p>August 2016 date yet to be negotiated.</p> <p>There are two workshops. The initial workshop 16 August 2016 is aimed at Council staff. The second workshop is a public workshop to be held 22 August 2016. The workshops are run by University of Technology and the Department of Planning.</p> <p>Alan does not have further</p>

				<p>details on the second workshop.</p> <p>Jackie Kay and Alan Blackshaw will work on an email to send to cover all issues for the event operators to University of Technology.</p>
1228E	June 2016	Letter of Thanks – Karen Denny	Council to send a letter to Karen Denny thanking her for the commitment to the Committee and her knowledge and help to the community.	Letter sent to Karen.

### GENERAL BUSINESS

4. Additional Item – Opportunity Council Planning For Accessible Access Points for Beaches File

Clr Tribe advised it is better to look at a whole city wide approach.

There is a need to differentiate between independent access or assisted access in wheelchairs. It is preferred to have independent access.

Colin Wood suggested looking at main beaches close to tourist points first. Members thought that a gold standard should be sought first. Disabled access is required to be dignified.

Clr Tribe advised she would like to see equity across the Shoalhaven.

The Committee was advised to consider the most cost effective approach that is beaches that have some access initially rather than no access to begin with. From there a Policy could be created for any new access points that are built.

Colin Wood advised there will be some beaches that the “gold standard” is unattainable e.g. The beaches that are highly active and have sand being moved, the access has to be maintained by a volunteer.

The wheelchair access mats at Mollymook Beach are not adequate as you cannot push a chair on it. It was advised this is due to the compacting of the sand being problematic there and a number of considerations need to be taken into account.

Ray Massie advised that if the Access is to the water and not access to the beach is difficult as the water changes day to day and therefore the shape of a beach changes. The ocean boat ramps design structure for access boats and cars could possibly be used for wheelchairs. From an asset management view that is the only view that has access into water with resources for example space, maintenance, parking and toilet blocks that are all continually upgraded to the current standards. These are clusters of facilities that would suit everybody.

Colin Wood suggested the following way forward:  
Step 1 – Conduct a survey

Step 2 – From the carpark to a view point of the beach and access to the accessible facility  
Step 3 – The terrain along the beach and the access be addressed e.g. which different mats - underlay and permanent? or if a mat is placed down as required?

Colin restated it is best to have a holistic approach throughout the city area, concentrating on one north, one central and one south first.

Note: Helen Waterhouse arrived, the time being 4.30pm.

It was advised that the Return 2 Sport Association a reintroducing people with disabilities into various sports, they are coming up with ideas worldwide and new innovations.

Colin Wood suggested that patrolled beaches and working with patrolled times could be a starting point, in case of trouble situations.

MOTION:

Moved: Consent

RECOMMENDED that Council do an initial audit on Greenwell Point, Huskisson, Mollymook Beaches and Callala Bay in regards to establishing accessible access points and consult with the Disabled Surfers Association (Gerroa).

CARRIED

5. Additional Item – Garside Road Mollymook Beach Footpath File

Clr White advised that Council is currently looking at the grade of Mitchell Pde, Tallwood Ave and Bannister Head Road. As the footpath needs to around the round about it will not be on Garside Rd Mollymook Beach. The footpath of Tallwood Ave Mollymook Beach is coming.

6. Additional Item – Scenic Drive Nowra Footpath File

Nola Stephens advised that the footpath that starts in Bridge Rd along Scenic Dr towards the pool area up to the hospital is significantly high and therefore is not possible to access in wheelchairs on the left hand side of Bridge Rd, under the bridge is the only way which is the longer way around.

MOTION:

Moved: Consent

RECOMMENDED that footpath access be improved along scenic drive, Nowra from Bridge Rd towards the pool area up to the hospital.

CARRIED

7. Additional Item - Disability Inclusion Action Plan File

# Alan Blackshaw provided flyers on the Disability Inclusion Action Plan that Shoalhaven City Council is developing. Council has engaged a consultant, Jenny Bray. Jenny Bray has been visiting formal organisations and groups. Shoalhaven City Council will be conducting workshops with members of the community to gain ideas of what should be included in the Disability Inclusion Action Plan. How do we make things as inclusive as possible?

The Disability Inclusion Action Plan will hopefully be finalised by November 2016.

Jenny Bray has advised Helen Waterhouse that she does want to meet with the Shoalhaven Access Advisory Committee, potentially at the end of August.

Drafts of the Disability Inclusion Action Plan will be distributed to the Shoalhaven Access Advisory Committee so that members are kept up to date as they come in.

# Helen Waterhouse advised there is a Tourism Workshop also being provided to the Community and Tourism have advised Helen Waterhouse that they are seeking a wide selection of people to attend. Helen will attach to the minutes further information.

MOTION:

Moved: Consent

RESOLVED that the next of the Access Committee meeting be held late September/October 2016.

CARRIED

8. Additional Item – United Nations World Tourism Day File

Thursday 27 September 2016 is United Nations World Tourism Day. The theme is Access For All. Jackie Kay has arranged an event which is a short cruise along Jervis Bay with afternoon tea which is sponsored by Shoalhaven City Council. Invitations will be extended to the Shoalhaven Access Advisory Committee. All events are registered on the website and this event is the only registered event for Australia so far.

9. Additional Item – Car Parking Code and Car Parking Standard File

Arthur Ball has completed a course on Access Consulting and completing Access Audits by developing a Control Plan. Arthur Ball enquired whether there is a reason that the Car Parking Code and the Car Parking Standard are not aligned.

Colin Wood advised that issue is under review at the moment.

Note Clr Tribe left the meeting the time being 4.58pm

Colin advised that Council is seeking for alterations and additions to major buildings to be above the standard.

MOTION:

Moved: Consent

RESOLVED that a Report be brought back to the Shoalhaven Access Advisory Committee on the progress of the Development Control Plan Chapter 18 (Car Parking Codes).

CARRIED

10. Additional Item – Accessible Carparks File

MOTION:

Moved: Consent

RESOLVED that a report back to the Shoalhaven Access Advisory Committee on the possibility of an accessible car park to be included for:



- a) the 45 degree parking area at Graham St Nowra (near the public toilet);
- b) Meroo Rd Bomaderry (near the pub).

CARRIED

11. Additional Item – North St, Nowra – Pedestrian Crossing File

MOTION: Moved: Consent

RESOLVED that Council assess the pedestrian impact of the new development in Graham St on the pedestrian crossing and report back to the Shoalhaven Access Advisory Committee.

CARRIED

12. Additional Item – Access to the Ceruli Building, Huskisson File

The difficulty of access to the lift was discussed in relation to the Ceruli Building (Chinese Restaurant) in Huskisson. There is a small sign out of sight which advises to call the restaurant to gain access. Colin Wood advised Council is seeking legal action at the moment and cannot advise more than that at this time, however will report back to the Shoalhaven Access Advisory Committee at their next meeting.

There being no further business, the meeting concluded, the time being 5.18 pm.

Clr Findley  
CHAIRPERSON

## **SAA16.1 Progress on Actions from Previous Shoalhaven Access Advisory Committee Meetings**

**HPERM Ref:** D16/324625

**Group:** Corporate & Community Services Group

**Officer:** Alan Blackshaw - Community Development Coordinator

### **Purpose / Summary**

To inform the Access Advisory Committee of progress action items from previous meetings

### **Recommendation (Item to be determined under delegated authority)**

That Shoalhaven Access Advisory Committee receive this report for information.

### **Options**

1. The Access Advisory Committee accepts this progress report on items received for action from the July 2016 meeting

Implications: Permits the efficient distribution of update information

2. The Access Advisory Committee does not accept the progress report and requests detailed reports

Implications: This would result in written reports being produced for matters that are best dealt with in an action table.

### **Background**

Below is a table with comments and updates on actions from previous matters. This provides information for the Committee to be fully informed on ongoing matters and assist in the Committee providing advice to Council.

File Number	Added to Action Table	Issue	Outcomes	Reports or comments
1228E	December 2015	The new Chinese Restaurant in Huskisson has a lift however a key is required to gain access.	Staff met with owners and key access will be available from restaurant. Jackie advised that the Owner of the Chinese restaurant has the keys, the owner of the building was to put the sign up for access to the lift. Need more cooperation from the owner of the building. Staff to follow up	There is a small sign out of sight which advises to call the restaurant to gain access. Colin Wood advised Council is seeking legal action at the moment and cannot advise more than that at this time, however will report back to the Shoalhaven Access Advisory Committee at their next meeting.
52530E	June 2016	Riverfest Public Access and Transport	Council staff request the Riverfest event organisers to investigate a shuttle bus option from the Nowra CBD area for access to the event.	Shannan Perry-Hall from Council Tourism Team will provide a verbal report to the Access Advisory Committee.
5603E	June 2016	Winter Wine Festival – Accessible Options	Council request the organisers of the Winter Wine Festival to update their website and the Wine Festival Brochure to clearly display the accessible wineries.	Shannan Perry-Hall will provide a verbal report to the Advisory Committee
30050E	June 2016	Nowra Pool Café Access Table	There is no access ramp to the table and chairs at the Nowra Pool Café. Council staff investigate the access to the Nowra Pool Café table and chairs and report back to the committee	Access ramp will be installed no later than 30 October 2016.
51204E	June 2016	Event Access Workshop	A workshop will be hosted later in the year, by Paul Nunnari, Manager Event Access and Inclusion from the Strategic Communications, Department of Premier and Cabinet for Council and other community groups.	Both workshops have been conducted. Paul Nunnari could be available to provide a follow up workshop if there are enough interested people.

28441E	September 2016	Council Planning For Accessible Access Points for Beaches	Council do an initial audit on Greenwell Point, Huskisson, Mollymook Beaches and Callala Bay in regards to establishing accessible access points and consult with the Disabled Surfers Association (Gerroa).	A verbal update will be provided at the meeting.
53882E	September 2016	Scenic Drive Nowra Footpath	footpath access be improved along scenic drive, Nowra from Bridge Rd towards the pool area up to the hospital.	There is an existing footpath in good condition along the river. There is no footpath from Bridge Road to the pool. This side of the river is proposed new bridge - thus any work would be unlikely to be completed in the medium term. Low priority unless pool wish to fund as they have undertaken major refurbishment
7481E	September 2016	Car Parking Code and Car Parking Standard	Report be brought back to the Shoalhaven Access Advisory Committee on the progress of the Development Control Plan Chapter 18 (Car Parking Codes).	Report prepared for meeting
10465E	September 2016	Accessible Carparks	report back to the Shoalhaven Access Advisory Committee on the possibility of an accessible car park to be included for: a) the 45 degree parking area at Graham St Nowra (near the public toilet); b) Meroo Rd Bomaderry (near the pub).	a) A brief has just been issued for survey and design of additional car parking in the Nowra CBD including in McGrath Avenue and Graham Street. These investigations will consider the provision of a suitable disabled parking space in McGrath Avenue adjacent to the public toilets. b) Under investigation into feasibility of provision of a suitable indented parallel disabled parking space on the eastern side of Meroo Street, adjacent to the pub, south of the existing pedestrian refuge.

DA16/11 23	September 2016	North St, Nowra – Pedestrian Crossing	Council assess the pedestrian impact of the new development in Graham St on the pedestrian crossing and report back to the Shoalhaven Access Advisory Committee.	Council is still undertaking an assessment of the development application (DA16/1123). The resolution of the Access Advisory Committee will be addressed by Council staff in the 79C assessment report it prepares on the DA which will be reported to Council's Development Committee for determination in due course. When the Council's assessment is finalised Council's Community Development Co-ordinator will be further advised of the date that the report will be going to Council's Development Committee.
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SAA16.1

**Financial Implications**

Funding to be provided from sections responsible for the implementation of recommendations as advised in the Action Table.

## SAA16.2 Clarification - Accessible parking: Car Parking Code and Australian Standard

**HPERM Ref:** D16/315238

**Group:** Planning & Development Services Group  
**Officer:** Gordon Clark - Strategic Planning Manager

### Purpose / Summary

Provide clarification advice on Shoalhaven Development Control Plan 2014 (DCP 2014) and Australian Standard AS2890 car parking provisions for people with a disability in response to the Shoalhaven Access Advisory Committee (Committee) recommendations of 27 July 2016.

### Recommendation (Item to be determined under delegated authority)

That:

1. The Shoalhaven Access Advisory Committee receive this report for information, clarifying the Shoalhaven Development Control Plan 2014 (DCP 2014) and AS2890 provisions relating to car parking provisions for people with a disability.
2. Review and revise the relevant provisions in Chapter G21 (Car parking and traffic) as part of proposed Amendment No.8 to DCP 2014.

### Options

1. Accept this report for information and request Council to review the relevant provisions in Chapter G21 of DCP 2014.
2. Accept this report for information.

Implications: This option will result in ongoing confusion between the provisions in DCP 2014 and AS2890

### Background

At the Shoalhaven Access Advisory Committee (Committee) meeting on 27 July 2016, Arthur Ball enquired whether there was a reason that the Development Control Plan (DCP) Car Parking Code and the Australian Standard for Car Parking were not aligned (Item 9). The Committee resolved that a report be brought back on the progress of the review of DCP 18: Car Parking Codes.

Further, it was clarified that Mr Ball would like to see the AS2890 principal of a shared space between designated accessible parking bays (even if it were only 1200mm or 1500mm) adopted.

### Terminology

To clarify the terminology of the resolution, the term 'Car Parking Codes' refers to the provisions of Chapter G21: Car Parking and Traffic of DCP 2014. Chapter G21 is generally based on the previous standalone DCP 18: Car Parking Code.

DCP 2014 was prepared to meet the requirements of the planning reforms, initiated by the NSW Government in 2006. The reforms resulted in amendments to the *Environmental Planning and Assessment Act 1979* whereby only one development control plan (DCP) could apply to an area of land. As a result, over 100 existing DCPs were incorporated into a single citywide DCP and the individual plans subsequently rescinded. DCP 18 was one of these DCPs.

Further, reference to the term 'standard' in the 27 July 2016 Committee agenda refers to Australian Standard AS2890: Parking Facilities.

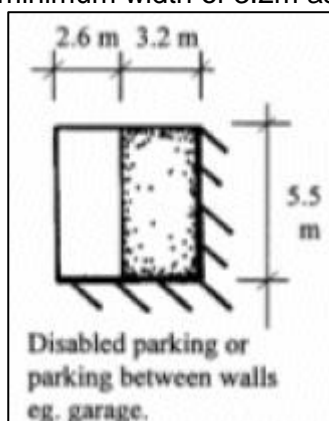
### **Australian Standard AS2890 and DCP 2014**

On 28 March 2006, Council resolved:

- a) Where an applicant submits a proposal for off street car parking based on the Australian Standard AS 2890 and can submit supporting justification, the proposal can be assessed against that standard in lieu of Part 2.2 of DCP 18.
- b) That in the review of DCP 18, in conjunction with preparing a single Shoalhaven DCP as required by amendments to the Environmental Planning and Assessment Act, consideration be given to inserting the standards in Australian Standard AS 2890 for car parking layout.

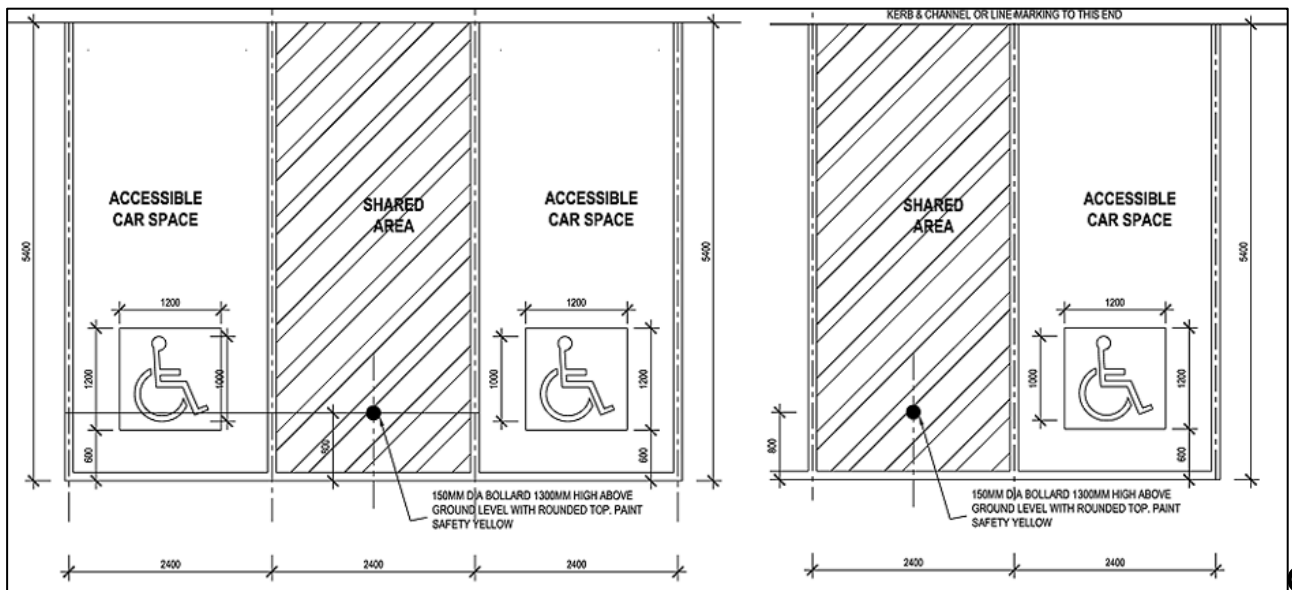
Although part (a) was the adopted position of Council and was used in the assessment of development applications, the resolution was not actioned completely until the Stage 1 Housekeeping Amendments to SCP 2014 was made effective on 1 July 2015. As part of this amendment, a new acceptable solution was included in DCP 2014 Chapter G21 to formalise the long held position that a proposed parking layout could be designed in accordance with AS2890 or the provisions in DCP 2014 Chapter G21. Should AS2890 be chosen, adequate justification would be required as part of the application.

Figure 2 in DCP 2014 Chapter G21 identifies that a disabled parking space is to have a minimum width of 3.2m as reproduced in **Figure 1** below.



### 3. **Figure 1:** Disabled parking requirement in Chapter G21 (Figure 2)

AS2890 prescribes that a disabled parking space is to have a minimum width of 2.4m with an additional 2.4m shared area between spaces for circulation as shown in **Figure 2** below.

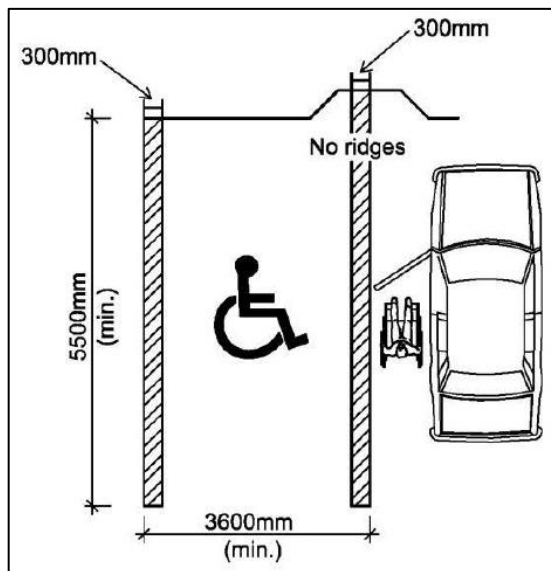


4. **Figure 2:** Disabled parking requirement in AS2890

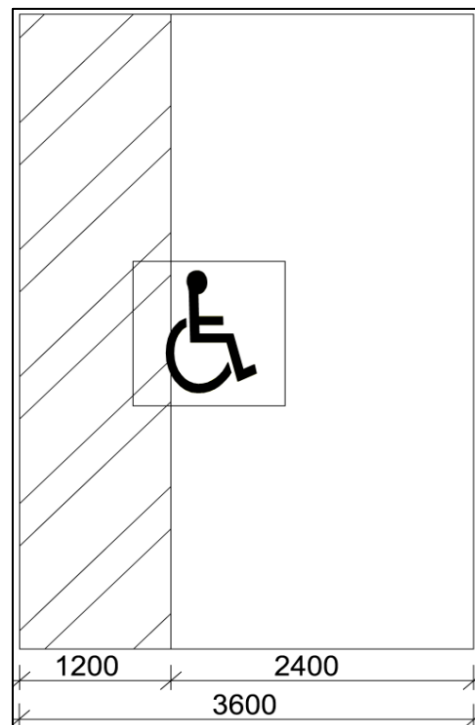
This is the basis for acceptable solution A12.4 in DCP 2014 Chapter G21:

*Spaces should have a minimum dimension of 3.6m width and length of 5.5m (see Figure 9 below).*

DCP 2014 Chapter G21 Figure 9 (reproduced in **Figure 3** below), is an adaptation of AS2890. It seeks to demonstrate a solution whereby the 2.4m disabled parking space is provided with an additional 1.2m provided for circulation (essentially half of the aforementioned 'shared area' of AS2890) resulting in a disabled parking space with a width of 3.6m (see **Figure 4**).



5. **Figure 3:** Disabled parking requirement in Chapter G21 based on AS2890 principles (note the vehicle in this image is an example of vehicle placement in the space disabled space to its left).



**Figure 4:** Breakdown of disabled parking requirement in Chapter G21



In essence, Council's disabled parking provisions (**Figure 3** above, Figure 9 in DCP 2014 Chapter G21) align with the intent of AS2890 and is considered a good accessible design outcome. Should an application seek to fully comply with the AS2890 design outlined in Figure 2, this would be assessed on its merit. The disabled parking provision in Figure 9 of DCP 2014 Chapter G21 (see also DCP 2014 Chapter G21 acceptable solution A12.4), is consistent with AS2890 and appears to address Mr Ball's concern in this regard.

It is acknowledged that the disabled parking provision in Figure 1 above (Figure 2 in DCP 2014 Chapter G21) is less than that prescribed in AS2890. There is merit in reviewing the content of DCP 2014 Chapter G21 Sections 5.3 'Parking Layout and Dimensions' and 5.8 'Drivers with a Disability', to ensure a consistent approach to car parking for people with a disability.

### **DCP 2014 Chapter G21 – Review Progress**

Council resolved in June 2015 to commence work on multiple amendments to DCP 2014. Proposed Amendment 8 to DCP 2014 includes a review of Chapter G21 focusing of the following matters:

- Review rates in the car parking schedule (commercial premises, holiday cabins, serviced apartments, outdoor eating areas, special industrial, professional consulting rooms, veterinary surgery, medical centres and educational establishments).
- Insert mapping specifying the new car parking provisions required under the Apartment Design Guide (State Environmental Planning Policy 65).

A review of Sections 5.3 and 5.8 of DCP 2014 Chapter G21 could form part of this review. Amendment 8 is anticipated to commence by the end of 2016.

### **Community Engagement**

Any proposed amendment to DCP 2014 will be advertised for a minimum of 28 days as required by legislation.

### **Financial Implications**

There are no immediate financial implications for Council. Costs associated with reviewing and amending DCP 2014 are managed within Council's existing Strategic Planning budget.