

## MINUTES OF THE SHOALHAVEN ACCESS ADVISORY COMMITTEE

**Meeting Date:** Monday, 22 May 2017  
**Location:** Osprey Training Room, Level 1, City Administrative Building, Bridge Road, Nowra  
**Time:** 11.00 am

The following members were present:

Clr Annette Alldrick  
Clr Findley – arrived at 12.40 pm  
Clr Nina Cheyne – Chairperson  
Clr White  
Ms Mel Gorman  
Ms Jackie Kay  
Mr Bill Deaves  
Mr Theo Bagou  
Mr Arthur Ball  
Mr Martin Uptis - Assets Manager (General Manager's nominee)  
Ms Annette Pham

Others Present:

Susan Edwards – Senior Strategic Planner  
Brad Davis – Manager, Asset Strategy  
Chris Mitchell  
Stephen Taylor

The Chairperson opened the meeting and acknowledged the traditional owners and paid respect to Aboriginal Elders past and present.

### Apologies / Leave of Absence

An apology was received from Nola Stephens

### Confirmation of the Minutes

**RESOLVED** (Annette Pham / Theo Bagou)

That the Minutes of the Shoalhaven Access Advisory Committee held on Monday 20 February 2017 be confirmed.

CARRIED

## Declarations of Interest

Nil

## REPORTS

### SAA17.13 Application for Membership

**HPERM Ref:  
D17/85961**

Stephen Taylor introduced himself and advised members that he has a child with a disability and is employed as an Aboriginal support worker.

#### **Recommendation:**

That Council

1. Appoint Mr Stephen Taylor as a community member to the Shoalhaven Access Advisory Committee
2. Write to Mr Taylor to notify him of his appointment and invite him to all future meetings.

#### **Recommendation (By consent)**

That Council

1. Appoint Mr Stephen Taylor as a community member to the Shoalhaven Access Advisory Committee
2. Write to Mr Taylor to notify him of his appointment and invite him to all future meetings.

### SAA17.14 Membership - NSW Ageing Disability and Home Care

**HPERM Ref:  
D17/120270**

#### **Recommendation:**

That Council

1. Accept the membership resignation of NSW Ageing Disability and Home Care and write to thank them for their contribution.
2. Invite Uniting National Disability Insurance Scheme Local Area Coordination Team to nominate a member to participate on the Shoalhaven Access Advisory Committee.
3. Update the Shoalhaven Access Advisory Committee membership once confirmed.

#### **Recommendation (By consent)**

That Council

1. Accept the membership resignation of NSW Ageing Disability and Home Care and write to thank them for their contribution.
2. Invite Uniting National Disability Insurance Scheme Local Area Coordination Team to nominate a member to participate on the Shoalhaven Access Advisory Committee.
3. Update the Shoalhaven Access Advisory Committee membership once confirmed.

**SAA17.15 Action Table****HPERM Ref:  
D17/125277**

The action table was updated and the following noted:

- Riverfest public access and transport - Staff are awaiting the outcome of an application for grant funding from Transport NSW. If this is unsuccessful, alternative options will be considered, such as the offer from Budawang School to make two accessible buses available to Council to rent during week-ends and school holidays (at an approximate cost of \$100 per day each with buses to be refuelled prior to their return).
- Winter Wine Festival – Silos have an accessible bus and accessible wineries are marked on brochures
- Briometrix Mapping focus group – Awaiting further advice with regard to the pilot program, staff will request the pilot program be delivered free of charge, otherwise it will not be pursued.
- Assistance Dogs access issues
  - Awareness campaign deferred until after May 2017
  - Cllr Cheyne advised that the Nowra CBD Revitalisation Strategy Committee has allocated funds from the 2017/2018 committee budget to offer land owners an incentive to improve access issues in retail businesses in the CBD, for example, improving access to shops and widening aisles. Note: program guidelines are currently being prepared. The committee discussed how various access issues could be overcome in the CBD, for instance, businesses such as cafés could investigate portable ramps for the threshold to improve access.
- Access Issues Huskisson Wharf – All parties are cooperating. Waiting on signs to be erected. Chris Mitchell has applied for membership on the Wharf Working Party committee.

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

That the Committee receive this report for information.

**RESOLVED** (By consent)

That the Committee receive the report for information.

CARRIED

**SAA17.16 Review of Major Projects and Public Accessible Buildings by the Committee for Comment and Recommendation****HPERM Ref:  
D17/135345**

Staff noted that development applications must comply with legislation. The committee can view and make comment on DAs via DA tracking on Council's website

<http://www3.shoalhaven.nsw.gov.au/masterviewUI/modules/ApplicationMaster/Default.aspx>

Cllr White advised the Committee on the DA submission process.

The Committee agreed that email addresses should be circulated among the members for consultation purposes of the members.

**Recommendation**

That all DA applications for new major projects and substantial renovations to major public buildings, for new council facilities and for public accessible buildings be reviewed by the Shoalhaven Access Advisory Committee for comment and recommendations.

**RESOLVED** (By consent)

1. Staff to investigate appropriate ways in which to distribute Development Applications received by Council to the Shoalhaven Access Advisory Committee.
  2. Shoalhaven Access Advisory Committee email addresses to be circulated to all members.
- CARRIED

**SAA17.17 Increase the Frequency of Shoalhaven Access Advisory Committee Meetings**

**HPERM Ref:  
D17/135398**

Clr Cheyne noted that the Committee can establish working groups if required but it is not feasible to increase the number of committee meetings at this time. Extraordinary meetings can also be scheduled if required.

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

That the Shoalhaven Access Advisory Committee increase the number of times it meets from four (4) meetings a year to eight (8) meetings a year.

**RESOLVED** (By consent)

That the Shoalhaven Access Advisory Committee receive the report for information.

CARRIED

**SAA17.18 Summary of the Federal Government Response (March 2017) to the review into the Access to Premises - Building 2010**

**HPERM Ref:  
D17/137395**

It was noted that care should be taken when using the name "Changing Places", as it is a trade mark. The correct name is "Lift and Change Facility". Brad Davis advised a survey is currently being undertaken at the Nowra Aquatic Park.

**Recommendation**

That:

1. Shoalhaven City Council be the first council in Australia to exceed the current standard and agree to build adult change facilities in all its new council buildings (and council owned facilities) when undergoing major renovations.
2. Council staff in the DA section recommend Adult Change Facilities be incorporated into all new DA applications for new large public buildings such as shopping centres, hospital, transport hubs and recreational facilities.

**RESOLVED** (By consent)

Staff to provide further information to the Shoalhaven Access Advisory Committee regarding incorporation of adult change facilities in new DA applications for new large public buildings, for example shopping centres. Information and documentation from other councils, such as Penrith & Batemans Bay, to be considered.

CARRIED

**SAA17.19 Improving Attitudes and Behaviour**

**HPERM Ref:  
D17/148871**

Staff noted that new resources are expected to be rolled out in July 2017.

**Recommendation**

That Council

1. Commission murals depicting the abilities of people with disabilities from our community - example Grace Kennedy
2. Adopt and promote the new disabled logo seen at the last Shoalhaven Access Advisory Committee meeting on 20 February 2017.
3. Run a campaign among shop owners and business in the Shoalhaven - "Good Access is Good Business"

CARRIED

**RESOLVED** (By consent)

That the Shoalhaven Access Advisory Committee receive the report for information.

CARRIED

**SAA17.20 Review of Council's Tender Processes and Procurement of Services and Infrastructure With a Value Under \$250,000**

**HPERM Ref:  
D17/148908**

Staff noted that Council has a responsibility to protect the interests of ratepayers and this is the reason for the obligations and requirements placed on tender submissions.

Clr White noted that Workplace Health and Safety requirements are an essential part of the procurement process, they are legislated and help protect the community.

Martin Uptis noted that, as issues such as review of Council's tender processes, is not the core business of this committee, members should take advice from staff prior to submitting reports to future meetings.

**Recommendation**

That Council decrease some of the obligations on people and businesses submitting tenders for council infrastructure.

**RESOLVED** (By consent)

That the Shoalhaven Access Advisory Committee receive the report for information.

CARRIED

**SAA17.21 Café/ Kiosk for Livvi's Place Mollymook Beach Reserve**

**HPERM Ref:  
D17/149768**

Staff suggested that members could encourage local existing businesses such as cafés to consider people with disabilities in part of their work plan.

**Recommendation**

That Council investigate grants which are available to build a Pop Up Café/ Kiosk at Livvi's Place

Mollymook Beach Reserve.

**RESOLVED** (By consent)

That the Shoalhaven Access Advisory Committee receive the report for information.

CARRIED

**SAA17.22 Changing Place Toilet For Huskisson**

**HPERM Ref:  
D17/149775**

Staff noted that Council has been a strong supporter of changing places toilets (adult change facilities) over recent years, and referred to one of the strategies in Council's Disability Inclusion Action Plan (DIAP), which is to progressively increase the availability of accessible toilets across the Shoalhaven.

Annette Pham tabled an estimate for a toilet and change station for people with disabilities to be attached to the existing toilet facility at White Sands Park Huskisson.

**Recommendation**

That Council co-fund a Changing Place Toilet at White Sands Park Huskisson.

**Recommendation** (By consent)

That Council consider co-funding a Lift and Change facility for people with disabilities at White Sands Park Huskisson.

**SAA17.23 Review and Comments on Council's Disability Inclusion  
Action Plan**

**HPERM Ref:  
D17/149816**

It was noted that the DIAP addresses major issues and an indicative timeline cannot be given until funding is determined.

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

That SAAC provide feedback to Council on contents of Disability Inclusion Action Plan and make recommendations for improvements.

**RESOLVED** (By consent)

That the Shoalhaven Access Advisory Committee receive the report for information.

CARRIED

**OTHER BUSINESS**

**SAA17.24 Additional Item - Access Issues at Nowra Aquatic Centre and Narrawallee Beach  
Carpark**

Nowra Aquatic Centre: Bill Deaves advised that there is a 3 cm step at the doorway into the meeting room at the Nowra Aquatic Centre that is an issue for wheelchair users. Note: A threshold strip has been organised to be installed.

The Committee was also advised that a rail is needed for the ramp.

Narrawallee Beach Carpark: Theo Bagou advised that the carpark at the beach has many pot holes and this causes issues for wheelchair users.

**RESOLVED** (By consent)

1. Staff to meet Theo Bagou on site to inspect the carpark issues at Narrawallee Beach.
2. Staff to inspect the need for a rail for the ramp at the Nowra Aquatic Centre.

CARRIED

**SAA17.25 Additional Item: Accessible Carparks - Lighting in toilets at the Lions Park, Sussex - Accessible Icon Project**

Accessible Carparks – Staff noted that parking standards must be met under Council's Development Control Plan. The Committee viewed photos and discussed the carpark standards and issues for drivers and/or passengers with disabilities entering/exiting vehicles in the designated accessible carparks in Graham Street. Note: This matter will be reviewed at the Traffic Committee.

Lighting in the toilets at the Lions Park, Sussex – It was noted that the lighting is very poor in the toilets. Note: Staff have inspected this and propose to install improved lighting.

Accessible Icon Project – Staff noted that the current disability icon is legislated and where this is used, parking restrictions can be enforced.

**RESOLVED** (By consent)

1. That staff write to RMS for a determination on using the new Accessible Icon for disabled car parking spaces.
2. The Accessible Icon can be used on toilet facilities which are non-regulative.

CARRIED

**SAA17.26 Additional Item - Access issues for users of some wharfs**

The issue of people in wheelchairs not being able to access some wharfs, for example Myola, was raised.

**RESOLVED** (By consent)

That Annette Pham to write to the Husky Ferry to suggest use of the boat ramp for people using wheelchairs.

CARRIED

There being no further business, the meeting concluded, the time being 1.00 pm.

Clr Nina Cheyne  
CHAIRPERSON