

MINUTES OF THE INCLUSION & ACCESS ADVISORY GROUP

Meeting Date: Monday, 5 August 2019
Location: Osprey Training Room, Level 1, City Administrative Building, Bridge Road, Nowra
Time: 11.00am

The following members were present:

Clr Patricia White – Chairperson
Mayor Amanda Findley – arrived 11.14am
Clr Nina Digiglio
Mr Bill Deaves
Mr Arthur Ball
Ms Nola Stephens
Ms Kylie Knight
Ruth Freeland

Others present:

Coralie Bell – Acting Section Manager Community, Recreations and Culture
Susan Edwards – Unit Manager – Community and Recreation
Margaret Simoes – Acting Senior Community Development Officer
Colin Wood – Section Manager – Building and Compliance
Tom Dimec – CEO Nominee
Brad Davis – Asset Strategy Unit Manager
Scott Wells – Principal Traffic Engineer
Blair Oliver – Transport Engineer

Apologies / Leave of Absence

An apology was received from Clr Pakes, Annette Pham, Leonie Dippel, Jackie Kay, Chris Mitchell, Theo Bagou, Stephen Taylor.

Confirmation of the Minutes

RESOLVED (Bill Deaves / Arthur Ball)

That the Minutes of the Inclusion & Access Advisory Group held on Monday 06 May 2019 be confirmed.

CARRIED

Declarations of Interest

Nil

PRESENTATIONS

IA19.26 Information - Discussion - PAMP (Pedestrian Access & Mobility Plan)

**HPERM Ref:
D19/218437**

Scott Wells – Principal Transport Engineer addressed the meeting in relation to the previous item (IA19.24) and made the following comments:

The PAMP (Pedestrian Access & Mobility Plan) was originally adopted by Council back in 2000. The original document is 19 years old and there is a lot of information that is no longer relevant.

The PAMP was originally developed in two stages (Nowra-Bomaderry, Milton-Ulladulla, and Bay & Basin in 2000), and all remaining towns and village areas were later incorporated in 2005.

The PAMP currently has over 437 projects which include both footpaths and shared paths. From the original PAMP, staff annually review the mapping and path ranking spreadsheet to keep these vital elements up to date, however Council hasn't had an opportunity to revisit the PAMP in its entirety, since the original adoption of the strategy.

Following the adoption of the PAMP, Council later developed a bike plan (adopted in 2013 with different ranking criteria and priorities) and this conflicted with the PAMP. A series of workshops was then conducted to try and address the conflicts, this resulted in some refinement to the Bike Plan criteria and priorities to better align with PAMP.

Later this financial year Council will consider an updated strategy for active transport projects (footpaths, cycleways and pedestrian crossings) to better inform council decisions and grant funding applications. A ten year list of proposed path and crossings projects will be prepared for Council's consideration.

Mr Wells advised that Council had recently adopted a budget which included a ten year list of footpaths and matching funding for active transport applications, and noted these will be subject to review when Council further considers the ten year lists of projects later in 2019/20.

Subject to funding and resources updating the PAMP/Bike Plans in their entirety is a current priority, and the intention is to maintain these as separate documents, under the banner of a revised "Active Transport" strategy, to be consistent with the State Government's terminology/Active Transport strategy.

Council can apply to the State Government for funding under the Active Transport program, however the funding is limited, and projects need to address State Government criteria. The State Government don't fund "footpaths" (only wider 2.5m minimum shared paths/cycleways). Projects are also generally favoured by the State Government where they applied for on a 50/50 funding basis. Historically the funding available limits projects to 1 or 2 crossing projects and 1 or 2 shared path projects per year.

The Federal Government currently don't provide funding for paths.

Other community grants that could provide funding for paths is also generally very limited.

Larger path projects (such as the Moona Moona Creek shared path bridge) can be funded under other grant programs but need to be shovel ready, requiring survey/design expenditure up front. The State Governments Active Transport program occasionally provides funding for survey/design of these more expensive projects (examples were Moona Moona Creek, and Chris Creek bridge of which the designs were funded up front by the State Government with contributory funding from Council). A shared path bridge over Swan Lake Inlet (beside The Springs Road) has also received survey/design funding this year under the Active Transport Program.

Note: Cllr Findley arrived 11.14am

Following the introductory information provided by Mr Wells, criteria for the PAMP and Bike Plan and an example of a PAMP map were displayed on the screen.

It was suggested that a Workshop be held in relation to the current plan to review and provide

feedback on the Committee's priorities.

RESOLVED (Kylie Knight / Nola Stephens)

That:

1. A workshop will be scheduled prior to a future meeting for the IAAG to review and provide feedback on the Committee's priorities for paths.
2. Prior to the workshop, Committee members will identify which locations are of specific interest to them, and relevant PAMP/Bike Plan information for those areas will be forwarded to members for their consideration and review, prior to attending the workshop

CARRIED

IA19.27	Boongaree - Wayfinding Signage and Braille Trail to Boongaree from Berry Train Station, downtown and within the park. Working group required to ensure adequate delivery of inclusive signage.	HPERM Ref: D19/246740
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Susan Edwards – Unit Manager Community and Recreation addressed the meeting and advised that in relation to Boongaree, that a Working Group be formed to discuss the link between the Train Station to the Park and through the park, including Braille trail.

It was suggested that this be discussed as part of the Workshop covering the PAMP and Berry be first town to look at.

Note: this item be dealt with in conjunction with IA19.26.

REPORTS

IA19.28	Update on Actions - August 2019	HPERM Ref: D19/199070
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The Group discussed the items in the Action Table and the following notes were made:

- IA19.24 – This Action remain open
- IA19.6 – Completed and to be removed
Colin Wood advised that it should be noted for the Action Table the correct name is the Australian Building Codes Board. It was suggested that a Working Group be formed to make a submission.
- IA19.8 – This Action remain open
- IA19.9 – A new report is included on the Agenda – Complete and Remove
- IA19.18 – This Action remain open
- IA19.24 – Complete and remove
- IA19.25 – Note correction in the Action Table (Development Application). This matter is aimed at Class 6 (Shopping Centres) and Class 9A (Public/Community Buildings). This Action remain open.
- IA19.23 – Complete and remove
- IA19.20 – This Action remain open
- IA19.21 – It was noted that this matter is going back to the Strata Management Meeting, more advice will be forthcoming. This Action remain open
- IA19.22 – It was advised that at the last meeting Annette Pham advised that she has an interest in this area and would attend. Complete and remove
- IA19.15 – This Action remain open
- IA19.10 – This Action remain open

Recommendation (Item to be determined under delegated authority)

That the Inclusion and Access Advisory Group:

1. Receive the Update on Actions report for information and;
2. The following actions be completed and removed from the action table:
 - a. IA19.6 – Additional Item – Submission – Mandatory Levels of Housing – Working group – Building Board
 - b. IA19.9 – Additional Item - Beach Wheelchairs - Maintenance - investigate - statistics - report required
 - c. IA19.22 – National Disability Strategy Workshop – Attendance / Cost – Review information – Website / Facebook
 - d. IA19.23 – Additional Item – Medium Density – Submission – Low Density – Public Exhibition
 - e. IA19.24 – Additional Item - Footpath issues - PAMP - Invitation Gareth Ward - Funding Options - Snap Send Solve
 - f. IA19.10 – Additional Item – Egans Lane Carpark – Line Marking and Walkway

RESOLVED (Arthur Ball / Clr White)

That the Inclusion and Access Advisory Group:

1. Receive the Update on Actions report for information and;
2. The following actions be completed and removed from the action table:
 - a. IA19.6 – Additional Item – Submission – Mandatory Levels of Housing – Working group – Building Board
 - b. IA19.9 – Additional Item - Beach Wheelchairs - Maintenance - investigate - statistics - report required
 - c. IA19.22 – National Disability Strategy Workshop – Attendance / Cost – Review information – Website / Facebook
 - d. IA19.23 – Additional Item – Medium Density – Submission – Low Density – Public Exhibition
 - e. IA19.24 – Additional Item - Footpath issues - PAMP - Invitation Gareth Ward - Funding Options - Snap Send Solve

CARRIED

IA19.29 Beach Wheelchair - Usage, Maintenance and Signage

**HPERM Ref:
D19/214749**

Susan Edwards – Unit Manager Community and Recreation addressed the meeting and advised that Council has received information and usage statistics back and is contained in the report.

The Draft signage attached to the report was displayed on the screen.

Recommendation (Item to be determined under delegated authority)

That the Inclusion and Access Advisory Group accept this report for information.

RESOLVED (Bill Deaves / Clr Digiglio)

That the Inclusion and Access Advisory Group accept this report for information.

CARRIED

GENERAL BUSINESS

IA19.30 Additional Item - Working Group Formation - Mandatory Access Levels for Housing

The Group discussed this matter during the Action Table Item regarding IA19.6. It was suggested that a Working Group be formed to make a submission.

It was suggested that the Working Group consist of the IAAG Chairperson, Council Staff, Industry Representatives (Builders/Developers) a minimum of two (2) IAAG members.

A targeted Expression of Interest be called and IAAG members be notified once the application process is open.

RECOMMENDATION (Clr White / Kylie Knight)

That:

1. Council FORM A Working Group to review the Australian Building Codes Board (ABCB) draft requirements for Mandatory Access Levels for Housing. This Working Group will consist of the following members:
 - a. Inclusion and Access Advisory Chairperson
 - b. Key Staff
 - c. Industry Representatives (Building and Developers)
 - d. A Minimum of two (2) IAAG members
2. Membership of the Working Group be established by a targeted EOI process and IAAG members be notified once applications are open.
3. The aim of the Working Group is to collaborate and form a submission regarding the Australian Building Codes Board – Mandatory Access Levels for Housing.

CARRIED

IA19.31 Additional Item - National Disability Strategy - Monitor and Inform

The IAAG advised that members present were unable to attend the National Disability Strategy Workshop as recommended in IA19.22 at the previous meeting.

It was advised that Annette Pham was unable to attend this Workshop, however this is an area of interest for Annette.

RESOLVED (Kylie Knight / Arthur Ball)

That Annette Pham continue to monitor the National Disability Strategy and report back to the IAAG with any relevant information.

CARRIED

IA19.32 Additional Item - Membership - Invitation - Gareth Ward MP and Shelley Hancock MP

The Group discussed the invitation that was extended to The Hon Gareth Ward at the last meeting (IA19.24).

Staff advised that an invitation was extended and the Office of The Hon Gareth Ward responded and advised that he is unable to attend the meetings.
It was suggested that an invitation of membership and/or nominated representative be extended to the Hon Gareth Ward and The Hon Shelley Hancock.

RECOMMENDATION (Kylie Knight / Clr Digiglio)

That Council invite The Hon Gareth Ward and The Hon Shelley Hancock to nominate a representative to be members of the Inclusion and Access Advisory Group.

CARRIED

IA19.33 Additional Item - Parking - Mollymook Cemetery - Maintenance - Kerb/Gutter

Nola Stephens raised concerns regarding the dirt car park at the Mollymook Cemetery. The Group were advised that the whole of Ocean Street needs to be addressed by Council as there is no kerb and guttering.

RECOMMENDATION (By consent)

That Council note the dirt car park at Mollymook cemetery needs upgrading and that staff provide advice to the IAAG in relation to the dirt car park and making it more accessible.

CARRIED

IA19.34 Additional Item - Concrete Footpath - North Street near Leongs Chinese Restaurant - Streetscape

Bill Deaves and Nola Stephens raised concerns regarding the concrete footpath near Leongs Chinese Restaurant on North Street. Photos were provided on screen.

Staff advised that the concrete that was placed in the footpath is a result of some work carried out by Shoalhaven Water and that the concrete is temporary.

IA19.35 Additional Item - Update Nowra CBD

Clr White advised that the Nowra CBD Revitalisation Strategy Committee recently conducted a walk around the CBD following reports of various issues in relation to safety and cleanliness. The walk looked at all the footpaths, cleanliness of buildings, bins etc.

It was noted that some buildings are privately owned.

Many areas of footpaths around the CBD were identified as requiring rectification, for example Berry Street and also the area outside the Post Office.

Feedback received is that the rubbish issue has improved.

Bill Deaves and Nola Stephens raised concerns regarding the car parking signs and suggested that all signs at the entry to car parks be amended to indicate the number of accessible car parks.

RECOMMENDATION (By consent)

That the CEO (Director of Assets and Works) investigate amending the car parking signs in the Nowra CBD to identify the number of accessible parking spaces within each carpark.

CARRIED

IA19.36 Additional Item - Pedestrian Crossing - North and Graham Street, Nowra -

Lighting

Nola Stephens raised concerns regarding the lighting at the Pedestrian Crossing at the corner of Graham and North Streets, Nowra.

The new complex in Graham Street, will create more traffic during the day and night. It was noted that lighting needs to be improved in this area.

IA19.37 Additional Item - Harry Sawkins Park - Water Bubbler - Accessibility

Nola Stephens advised that the water bubbler in Harry Sawkins Park is not Wheelchair accessible.

IA19.38 Additional Item - Pedestrian Lights Crossing - Princes Highway / Junction Street - Timing/Phasing - Investigate

Bill Deaves raised concerns that the timing/phasing of the crossing at the traffic lights at the Princess Highway and Junction Streets are out and need to be fixed. He noted that there isn't enough time for pedestrians to cross the whole way and end up getting stuck in the middle.

This is a safety issue and needs to be addressed by the RMS.

RECOMMENDATION (Bill Deaves / Clr White)

That Council make representations to the RMS seeking a safe amount of time to cross at the pedestrian lights at Princess Highway and Junction Streets.

CARRIED

IA19.39 Additional Item - Proposed Adult Lift and Change Facility - White Sands Park - Information - Budget - Grant Funding

Brad Davis – Unit Manager – Asset Strategy advised that Annette Pham has secured Grant funding for the proposed Adult Lift and Change Facility at White Sands Park. Proposed plans were displayed on the screen.

The Design is proposed in a secure lockable cabinet and the prototype is ready to be viewed by appointment.

The Group discussed the need to understand the full cost of the build and exactly what the Grant funding will cover and if there will be any requirement for additional funding on top of the Grant.

It was also noted that a Notice of motion has been received for a toilet facility in Tomerong. Council is proceeding with drawings and then plans will be reported to Council at a later date.

RESOLVED (Nola Stephens / Kylie Knight)

That:

1. The IAAG be provided a cost breakdown of the total build cost for the proposed adult lift and change facility at White Sands Park and what the Grant funding will cover and if it is anticipated that additional funding will be required.
2. Those members interested to view the prototype of the lockable storage for the lift be contacted by staff and a suitable time be arranged.

CARRIED

IA19.40 Additional item - Green Waste Disposal Assistance

Nola Stephens raised concerns regarding the disposal of green waste, including the cost to pensioners and some residents with limited accessibility may not have the ability to carry out the work and dispose of the green waste.

Clr White advised that there may be some Community Groups that can assist.

RESOLVED (Nola Stephens / Bill Deaves)

That Staff from Waste Services be invited to attend the next meeting to advise the Group in relation to green waste:

1. What services and/or concessions can be made for pensioners and other people with accessibility; and
2. Advise what community groups can assist with the removal of the green waste.

CARRIED

There being no further business, the meeting concluded, the time being 12.50pm.

Clr Patricia White
CHAIRPERSON