

Inclusion & Access Advisory Group

Meeting Date: Monday, 03 December, 2018

Location: Osprey Training Room, Level 1, City Administrative Building, Bridge Road, Nowra

Time: 11.00am

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

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2. Confirmation of Minutes

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3. Declarations of Interest

4. Reports

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5. General Business

Membership

Clr Patricia White – Chairperson
Clr Mitchell Pakes – Alternate Chairperson
All other Councillors as observers
Mr Russ Pigg or nominee
Ms Ann Sudmalis MP (or nominee Mr Gregory Coulthart)
Ms Jackie Kay AM
Mr Bill Deaves
Mr Neville Foord
Ms Andrea Wallace
Mr Theo Bagou
Mr Arthur Ball
Ms Nola Stephens
Ms Annette Pham
Mr Stephen Taylor
Mr Chris Mitchell
Ms Kylie Knight
Ms Leonie Dippel
Mr Alex Collins
Ms Jodie Hoger
Ms Mel Gorman
Mr Murray Hair
Ms Deb McKenzie
Ms Grace Kennedy
Mr Paul Snudden / Ms Sara Willan-Payne
Quorum – Five (5)

Purpose

To inform, educate and advise Shoalhaven City Council, its staff and residents on accessibility and inclusion with the purpose of creating accessible and inclusive community infrastructure by:

- Actively engaging with Council on policies,
- Inputting on submissions and relevant legislation affecting accessibility and inclusion
- Being a conduit for information and communication between community and Council,
- Raising awareness in the Council, with its staff and in the community around inclusion and accessibility issues

MINUTES OF THE INCLUSION & ACCESS ADVISORY GROUP

Meeting Date: Monday, 3 September 2018

Location: Osprey Training Room, Level 1, City Administrative Building, Bridge Road, Nowra

Time: 11.00am

The following members were present:

Clr Nina Cheyne – Chairperson
Clr Patricia White
Mr Arthur Ball
Mr Bill Deaves
Mr Theo Bagou
Ms Annette Pham
Ms Kylie Knight
Ms Nola Stephens
Ms Leonie Dippel
Ms Jackie Kay
Mr Chris Mitchell

Others Present:

Susan Edwards – Manage Community and Recreation
Colin Wood – Building and Compliance Manager
Brad Davis – Manager Asset Strategy
Melissa Andrews – Community Development Officer
Coralie Bell – Tourism Manager
Kristy Mayhew – Tourism Marketing Specialist
Liliana Hutchinson – Social Infrastructure Planner

Apologies / Leave of Absence

Apologies were received from Mel Gorman, Clr Alldrick, Tom Dimec, Stephen Taylor

Confirmation of the Minutes

RESOLVED (Nola Stephens / Arthur Ball)

That the Minutes of the Inclusion & Access Advisory Group held on Monday 04 June 2018 be confirmed.

CARRIED

Business Arising from Previous Minutes

Brad Davis – Assets Strategy Manager advised the Item IA18.12 from the previous minutes has been actioned and an onsite meeting was held. The White Sands toilet location is 22nd on the priority list to be upgraded, however investigations are underway into plans for a lift and change facility that may be incorporated into the current site.

Declarations of Interest

Nil

PRESENTATIONS

IA18.18 Presentation - Boongaree (Berry District Park)

Liliana Hutchinson – Social Infrastructure Planner addressed the meeting in relation to Boongaree (previously known as Berry District Park).

Liliana tabled a plan of the precinct and advised where the proposed Lift and Change facility would be located. There are 3 identified accessible car parks off North Street.

The following features of the Park were discussed:

- The Amphitheatre has been designed to allow access up and down, however the design is still yet to be completed.
- The footpaths within the vicinity will be made of concrete to allow for accessibility.
- The ground materials are proposed to be a mixture of sand, mulch and wet pour.
- Accessibility has been taken into consideration into the use of BBQ's and Bubblers
- There is a proposed dog off leash area toward the back of the park.

The planning phase is coming to an end and the equipment will be chosen soon, if there is any specific equipment that the Committee would like to be considered, please forward information to Council, attention Liliana Hutchinson.

Clr Cheyne acknowledged the staff working on this project and thanked them for consulting with this committee.

RESOLVED (By consent)

That a survey be distributed to the members in relation to the equipment proposed at Boongaree (Berry District Park).

CARRIED

REPORTS

IA18.14 Tourism Marketing Update

**HPERM Ref:
D18/282537**

Kristy Mayhew – Tourism Marketing Specialist addressed the meeting in relation to Tourism Marketing Update and advised that the marketing team has been working on the Visitors Guide and the website.

If the Committee wasn't yet aware, there is a website ATDW (Australian Tourism Data Warehouse), also Get Connected with Visit NSW, where businesses can update their information for consumers. Listings now have to go through an option process to list what accessibility they provide. Existing listings will have to go through the same process when they renew their information.

Kristy is also putting a Working Group together to have input into the guide and asked for volunteers who would like to be part of the project. Jackie Kay, Kylie Knight, Annette Pham and Arthur Ball advised they would be interested.

Arthur Ball advised that he recently visited Terrigal and Cessnock and while there obtained their visitor guides and neither guides contained accessible information.

Recommendation (Item to be determined under delegated authority)

That the report be received for information.

RESOLVED (By consent)

That:

1. The report regarding Tourism Marketing Update be received for information;
2. A request be sent to the Shoalhaven Tourism Advisory Group seeking to invite a member of the Inclusion and Access Committee to become a member.
3. The Inclusion and Access Advisory Committee Representatives of Jackie Kay, Kylie Knight, Annette Pham and Arthur Ball be included on the Working Group for the Visitors Guide.

CARRIED

IA18.13 Beach Wheelchair Access

**HPERM Ref:
D18/276058**

Melissa Andrews – Community Development Officer addressed the meeting advised that following the recent request in relation to the Beach access, staff have investigated and believe that the MOU needs to stay the same and have recommended that day use is preferred. However it is up to the volunteer organisation to best manage the wheelchairs.

It is understandable that multiple day use is not preferred. If the Committee would like an alternative option and not happy the Committee can recommend changes to the MOU which will need to be adopted by Council.

Annette Pham advised that she doesn't agree with the MOU and the wheelchairs being used for days and weeks at a time.

Melissa Andrews advised that there are 11 wheelchairs in total at 7 locations, some of the locations have 2 wheelchairs, being an adult and a child size.

Council can communicate with the caretakers of the wheelchairs if there are reports of misuse or unfair use of the chairs in the future.

It was advised that the Beach Wheelchairs are not very well advertised, and that signage at Beach Access should state that Beach Wheelchairs are located in "the following locations".

Recommendation (Item to be determined under delegated authority)

The Inclusion and Access Advisory Group receive the report for information.

RECOMMENDATION (Theo Bagou / Bill Deaves)

That:

1. The report regarding Beach Wheelchair Access be received for information;
2. Council install signage at each of the Beach Wheelchair Access locations advising that wheelchairs are available and with contact details for hire.

CARRIED

IA18.14 TOURISM MARKETING UPDATE

**HPERM REF:
D18/282537**

Item dealt with earlier/later in the meeting.

IA18.15 Application for Membership - Grace Kennedy

**HPERM Ref:
D18/286049**

Recommendation

That Grace Kennedy be appointed as a member of the Inclusion and Access Committee.

RECOMMENDATION (By consent)

That Grace Kennedy be appointed as a member of the Inclusion and Access Committee.

CARRIED

IA18.16 Egans Lane Carpark - Walkway

**HPERM Ref:
D18/275998**

Colin Wood – Building and Compliance Manager advised that the Rangers will investigate the pathway marking and monitor the motorist behaviour. A report will be submitted to the Committee.

Arthur Ball suggested that bollards be installed at each end of the parking bay.

Colin Wood advised that he will have staff look into the costs and options of repainting the pathway.

It was also suggested that awareness signage could be installed stating that it is a carpark and that pedestrians need to give way to cars.

Recommendation (Item to be determined under delegated authority)

That the report regarding Egans Lane Carpark – Walkway be received for information.

RESOLVED (By consent)

That:

1. The report regarding Egans Lane Carpark – Walkway be received for information;
2. A report be submitted to the Committee following investigations into the pathway condition and options for repainting.

CARRIED

IA18.17 Parking Issues - Shoalhaven Community Transport

HPERM Ref:

Service

D18/294137

Leonie Dippel – Shoalhaven Community Transport (SCT) addressed the meeting and advised that, SCT is a service provider for elderly, frail and people with mobility issues. The drivers are volunteers who are providing the Community a service, there are insufficient parking spaces for vehicles in various locations throughout the Shoalhaven and SCT do not fall under Bus or taxi Legislation.

SCT is seeking support from the Inclusion and Access Committee to get answers from Council in relation to additional parking or lenience for their organisation when parking and/or loading/unloading their passengers.

Brad Davis – Asset Strategy Manager advised that the Traffic unit and the Traffic Committee would like to look at this as a wholistic approach of where all the issues of parking are and requested that SCT forward a submission to Council including locations, times, and vehicle sizes.

Leonie advised that she would forward a submission to Council with requests.

Recommendation (Item to be determined under delegated authority)

That parking issues be addressed for providers who deliver community transport services to people with limited mobility, and which do not fall within taxi or bus operator legislation.

RESOLVED (By consent)

That the report regarding Parking Issues – Shoalhaven Community Transport be received for information.

CARRIED

GENERAL BUSINESS

IA18.19 Additional Item - Medium Density

Chris Mitchell addressed the meeting in relation to the recent resolution by Council regarding the Proposed Medium Density DCP Amendments.

Jenna Tague – Coordinator – Policy and Planning attended to respond to Council's decision and advised that another opportunity to make a Deputation is available as a Rescission Motion has been lodged on the Item.

Chris advised that regardless of the Silver, Gold, Platinum level, it just needs to be workable for the majority of the community.

RESOLVED (By consent)

That the additional item relating to Medium Density be received for information.

CARRIED

IA18.20 Additional Item - Nowra CBD Inclusive Businesses

Kylie Knight advised that in relation to the Inclusive Businesses, more money is on offer. The Nowra CBD Revitalisation Strategy Committee have allocated \$15,000 to Access Improvement Financial Assistance Program and \$3,000 to Proudly Accessible Business Project.

It was suggested that Kylie address the Nowra CBD Revitalisation Strategy Committee in relation to this initiative.

Kylie requested that the Committee members forward her their priorities from a user perspective, which she will collate and put together a presentation prior to Kylie addressing the Nowra CBD Committee.

RESOLVED (By consent)

That the additional item relating to Nowra CBD Inclusive Businesses be received for information.

CARRIED

IA18.21 Additional item - Radiant Heaters - Update

Kevin Norwood – Aquatics Manager addressed the meeting to provide an update and response to the previous meeting motion/request that Heaters be installed in all Leisure Centre changerooms and advised the following:

- There are certain complexities when it comes to heating and radiant heaters in changerooms. Managers are looking into a fan heater with key access so children aren't able to access or injure themselves. The Heaters need to have heat control.
- Council is developing plans for upgrades to centres and when the redesign is developed consideration will be given in relation to heating in the changerooms.

Annette Pham suggested that Council investigate the toilet roll holder locations in the accessible change rooms because the dispenser is too low when a large roll is used.

Action: Kevin Norwood advised that he would investigate the location of the large toilet roll holders and relocate or move higher if needed.

IA18.22 Additional Item - Proposed Media Release - Helping the Economy

Clr Cheyne addressed the meeting advising that she wished to put out a Media Release stating that people with disabilities can help the economy and be a part of the community in an inclusive way.

Clr Cheyne acknowledged the Nowra CBD Revitalisation Strategy Committee for committing fund to the Proudly Inclusive Shoalhaven.

Arthur Ball will draft the Media Release and provide information to Clr Cheyne or to the next meeting.

Kylie Knight suggested that the Committee approach higher earning people with a disability and ask that they contribute and encourage them to be seen in the community.

It was advised that the new touch Eftpos machines can't be seen by visually impaired people.

Annette Pham addressed the meeting and advised that approximately a year ago someone had mentioned about speaking with the Business Chambers.

Melissa Andrews – Community Development Officer advised that the NSW Business Chamber has developed an online resource called the Missed Business Guide.

Colin Wood advised that there are no provisions for Council to enforce businesses to upgrade their premises.

RESOLVED (By consent)

That the Additional Item relating to Proposed Media Release – Helping the Economy be received for information.

CARRIED

IA18.23 Additional Item - Strategic Plan - Update

Melissa Andrews – Community Development Officer thanked all those involved for their contribution to the Strategic Plan for the Committee. Melissa advised that it will be reported to the next meeting.

IA18.24 Additional Item - Accessible Parking and Toilets at Frogs Holla

Nola advised that she had recently attending an event at Frogs Holla where the accessible parking was not in an appropriate location. Nola also questioned the accessible toilets.

Brad Davis – Asset Strategy Manager advised that he would investigate.

There being no further business, the meeting concluded, the time being 12.44pm.

Clr Nina Cheyne
CHAIRPERSON

IA18.25 Notification - Council Resolution - Re-Establishment of Committee

HPERM Ref: D18/349068

Group: Finance Corporate & Community Services Group
Section: Human Resources, Governance & Customer Service

Purpose / Summary

Committee and the appointment of Chairperson/s.

Recommendation (Item to be determined under delegated authority)

That the Inclusion and Access Advisory Group:

1. Consider the report and receive for information.
2. Note the changes to the Terms of Reference as a result of the Council's Resolution of 25 September 2018
3. Note the Council Resolution of 25 September 2018 appointing Clr Patricia White as Chairperson and Clr Mitchell Pakes as Alternate Chairperson for the period to September 2019.

IA18.25

Options

1. As recommended

Implications: The Terms of Reference will need to be amended

2. The Group seek Council's consent to proceed as previously resolved and keep the current Chairperson (Clr Digiglio (Cheyne)) for the remainder of the Council Term (until September 2020).

Implications: Should the Group wish to make the recommendation in option 2, this is required to go to Council for approval.

Background

Each year in September Council reaffirms all the committees for the next 12 months. At this meeting Council has the option to: reaffirm its committees, make any change to membership, purpose, delegation, quorum, and the number of meetings required for those committees, and disband Committees. At Council's meeting on 25 September 2018 Council resolved as follows:

RESOLVED

MIN18.763

That Council continue the operation of the Inclusion and Access Advisory Group for the period to 20 September 2019 with Councillor membership being:

<u>Meetings per year</u> – Four (4)	<u>Quorum</u> – Five (5)
<u>Commencement time</u> – 11.00 am	<u>Terms of Reference:</u> POL18/7 <u>Adopted 27 March 2018</u>

<p>Purpose: To inform, educate and advise Shoalhaven City Council, its staff and residents on accessibility and inclusion with the purpose of creating accessible and inclusive community infrastructure by:</p> <ul style="list-style-type: none"> • Actively engaging with Council on policies, • Inputting on submissions and relevant legislation affecting accessibility and inclusion • Being a conduit for information and communication between community and Council, • Raising awareness in the Council, with its staff and in the community around inclusion and accessibility issues
<p>Delegation – NIL</p>
<p>Chairperson – Appointed by Committee and reaffirmed by Council</p>
<p>2018-2019 Councillor/Staff Membership Cllr White (Chairperson) – to be confirmed by the committee Cllr Pakes (Alternate Chairperson) – to be confirmed by the committee All other Councillors observers General Manager or Nominee</p>
<p>Community Representatives Jackie Kay AM; Bill Deaves; Neville Foord; Andrea Wallace; Theo Bagou; Arthur Ball; Nola Stephens; Annette Pham; Stephen Taylor; Chris Mitchell; Kylie Knight; Grace Kennedy</p> <p>Organisational Representatives: Member for Gilmore – Anne Sudmalis MP or nominee; Leonie Dippel (Shoalhaven Community Transport); Alex Collins (Vision Australia); Jodie Hoger (Vision Impairment Australia); Mel Gorman (Spinal Cord Injuries Australia); Murray Hair (Occupational Therapy Department, Shoalhaven Hospital – non attending member); Deb McKenzie (FOCAS Shoalhaven); Paul Snudden (NDIS/LAC)</p>

IA18.25

At this meeting, Council resolved to appoint Chair and alternate Chairpersons. In effect this resolution of the Council has adjusted the following provisions of the Terms of Reference of the Committee:

1. *The Chairperson position is open to Councillors who are members of the Group*
2. *The Group will appoint the Chairperson with the position limited to one (1) Council term. (4 years)*

Following the resolution, the Terms of Reference is required to be amended to reflect the Term of the Chairperson.

This report is provided to inform the Group members of the resolution of the Council. Should the Group wish to seek Council’s consideration of alternate arrangements, a recommendation will be required to that effect.

Policy Implications

An amendment to the Terms of Reference will be required.

IA18.26 Update on Actions

HPERM Ref: D18/363953

Group: Finance Corporate & Community Services Group
Section: Recreation Community & Culture

Purpose / Summary

To update the Committee about the progress on actions from previous committee meetings.

Recommendation (Item to be determined under delegated authority)

That the Committee receive this report for information.

Options

1. That the Committee receive this report for information.
Implications: The Committee is informed about progress on actions arising from past business.
2. That the Committee does not accept this report for information and makes an alternative recommendation.
Implications: Areas of priority identified by the Committee are not addressed in a timely way.

IA18.26

File Number	Added to Action Table	Issue	Actions	Outcome
IA18.12	June 2018	Lift and Change - RIS - White Sands Toilet Facilities	The Committee discussed a design (Chris Mitchell) that includes a hoist and adult change table that can be locked away with access via MLAK key.	Council officers from Asset Strategy and Development Services have met with Annette and other representatives of the IAAG as well as a designer to seek an outcome that enables the modification of the existing toilet for persons with disabilities to include an adult lift and change facility and have compliance with the current Australian regulations and standards.
IA18.11	June 2018	Request for Transport Report	Nola Stephens raised concerns regarding accessible transport in the Shoalhaven and requested that a report be submitted to the next meeting outlining services currently available and options to improve.	Community Development staff are seeking funding for a Public Transport Audit for the Shoalhaven. This should include an accessibility audit of transport. Grant currently being prepared and will be submitted through the Building Better Regional Grant Program.
D18/156274	June 2018	Proposed Medium Density DCP Amendment - Universal Design Provisions	RESOLVED 1. The Inclusion & Access Advisory Group make a submission on the proposed Medium Density DCP Amendment 2. The draft submission be circulated by Kylie Knight and Melissa Andrews prior to making the final submission.	Submission prepared by Annette Pham and Kylie Knight on behalf of the Committee Submission was reviewed by staff and incorporated into a report prepared for Council. This was presented to the Development Committee on 14 August 2018. The matter was referred to Council's Ordinary meeting on 28 August. AP made a deputation, however Council resolved to make significant changes that in essence equate to a Silver (or less) standard of accessibility. A rescission motion was received on this item. The rescission motion was lost, and as such, Council's resolution of Tuesday 28 August 2018 (MIN18.646) stands. This means that the provisions requiring communal open space (including the requirement for accessible communal

IA18.26

				open space) have been deleted, and the standards for universal design have been reduced. The universal design provisions do not apply to dual occupancy development (only developments with 3 or more dwellings), and a silver standard has been adopted for adaptable housing only. The acceptable solution option for accessible from the outset has been removed.
D18/139950	June 2018	Progress Report and Request to Fund Disability Inclusion Action Plan	That a fully costed DIAP Implementation Plan be developed by the Community Development Unit with input from Inclusion & Access Advisory Group members and presented to Council for consideration.	Work in progress. Draft Implementation Plan developed.
D18/276058	Sept 18	Beach Wheelchair Access locations - Signage	Council install signs advertising beach wheelchairs at locations where they are available with contact details for hire	In progress. Graphic design working on design. Donna working on format and cost estimate. Locations for signs being identified. Existing sign posts are ideal.
D18/325518	D18/325518	Sept 2018	Nowra - Egans Lane Carpark - Walkway - Investigate - Pathway - repainting - Report Request	Work in progress. Line marking being incorporated into workplan.
D18/325515	Sept 18	Tourism Marketing Update - Request Representative on Tourism Advisory Group - Visitor Guide Working Group - Reps	1. Request be sent to Shoalhaven Tourism Advisory group to request a member of this committee become a member. 2. JK, AP, KK and AP be included on a working group to advise on access info in the Visitors Guide	1. Membership request to be considered at meeting on 29 October – a minute will be passed back through via Governance. Resolved that a member of the group does not sit on the Inclusion and Access Committee but that reports are accepted from the Inclusion and Access Committee to the Tourism Advisory Group. 2. Members provided feedback to Tourism on top accessible locations. This info to be included in the 2018 Visitors guide.
D18/325511	D18/325511	Sept 18	Boongaree (Berry District Park) - Survey	Committee to be provided with draft plan for comment in early 2019.

IA18.27 Update - Tourism Representation - Inclusion and Access Group

HPERM Ref: D18/389147

Group: Finance Corporate & Community Services Group
Section: Human Resources, Governance & Customer Service

Attachments: 1. Copy of Report to Shoalhaven Tourism Advisory Group [□](#)
2. Shoalhaven Tourism Advisory Group Draft Strategic Plan [□](#)

Purpose / Summary

(STAG).

Recommendation (Item to be determined under delegated authority)

That the report on the response from the Shoalhaven Tourism Advisory Group on membership be received for information.

Options

1. As recommended

Implications: nil

2. Adopt an alternate recommendation

Report

The Inclusion and Access Group (IAAG) at its meeting on Monday 3 September 2018 resolved as follows:

That:

2. *A request be sent to the Shoalhaven Tourism Advisory Group seeking to invite a member of the Inclusion and Access Group to become a member.*

Following this IAAG resolution a report (attached) was submitted to the STAG as per the above resolution seeking representation on the STAG.

The STAG resolved as follows:

That:

1. *The Shoalhaven Tourism Advisory Group (STAG) submits relevant reports to the IAAG including the STAG's Strategic Plan; and*
2. *Offer IAAG members to sit on any of STAG's Working Groups; and*
3. *Welcome any submission or representation that the IAAG wish to submit to STAG.*

The Shoalhaven Tourism Advisory Group Draft Strategic Plan 2018-2020 is attached.

TA18.58 Request appointment of Inclusion and Access Committee Representative

HPERM Ref: D18/348325

Group: Finance Corporate & Community Services Group
Section: Human Resources, Governance & Customer Service

Purpose / Summary

To notify the Committee that a request from the Inclusion and Access Group has been forthcoming for a representative to become a member of the Shoalhaven Tourism Advisory Group.

Recommendation (Item to be determined under delegated authority)

That the Shoalhaven Tourism Advisory Group (STAG):

1. Consider the request from the Inclusion and Access Advisory Group for a representative.
2. Having considered the request, resolve to advise the Inclusion and Access Advisory Group (IAAG) of STAG's decision.

Options

1. The Shoalhaven Tourism Advisory Group accept the request for a representative member from the Inclusion and Access Advisory Group.

Implications: The Inclusion and Access Advisory Group would nominate a member to participate and offer advice to the Shoalhaven Tourism Advisory Group in relation to inclusion and access issues.

2. The Shoalhaven Tourism Advisory Group decline the request for a representative member from the Inclusion and Access Advisory Group.

Implications: There would be no change to membership of the STAG.

Background

The Inclusion and Access Advisory Committee at its meeting on 3 September 2018 resolved to seek an invitation from the Shoalhaven Tourism Advisory Group for a representative member.

Having considered the request, should the STAG wish to appoint a new member a report would be submitted to the IAAG seeking a nomination and advice of that nominated member would be reported to Council for adoption. The Terms of Reference would be amended accordingly.

Shoalhaven
SOUTH COAST - NSW

**SHOALHAVEN TOURISM
ADVISORY GROUP**
DRAFT STRATEGIC PLAN
2018-2020

Role of STAG

Provide valuable insight + advocate for tourism industry in the region

Strategic input to direction via Working Groups

Events Support Program Assistance

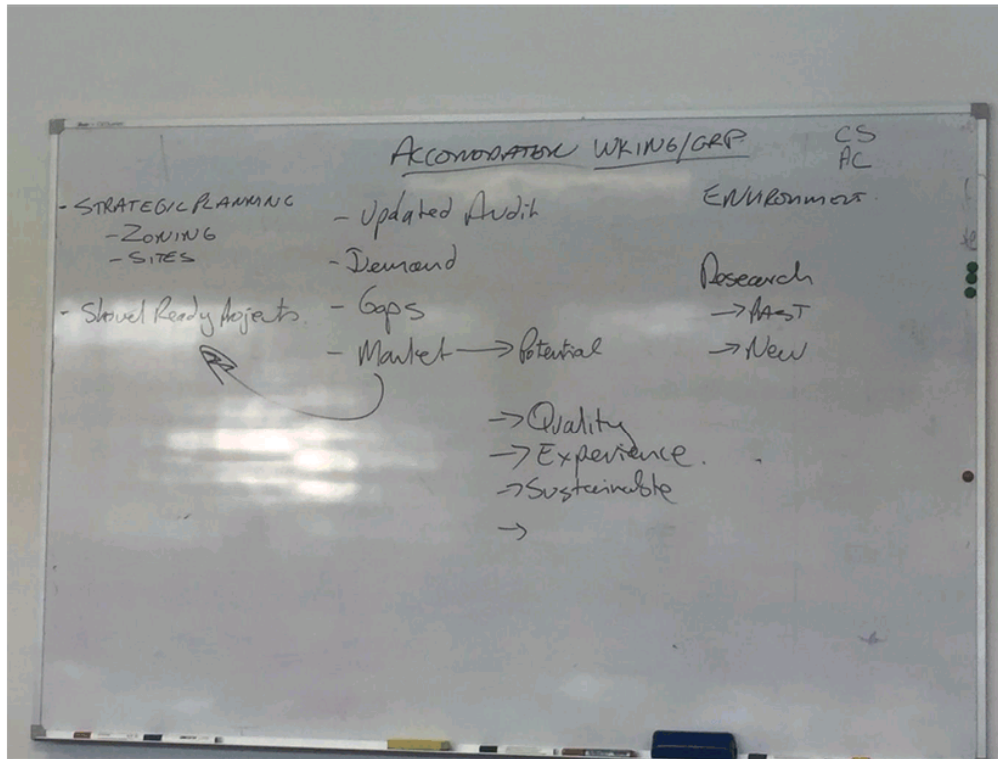
Overall Goals

GOALS	<p>1. ADVOCACY & INSIGHT</p> <p>The Shoalhaven Tourism industry is an important economic development sector, contributing to essential jobs in the region.</p> <p>The goal is to ensure council recognizes the importance of the industry, both direct and indirect, and continues to support the sector growth.</p>	<p>2. STRATEGIC DIRECTION VIA WORKING GROUPS</p> <p>Provide valuable industry insight and hands on support to the council tourism team by undertaking in-depth project work to develop key areas and sectors in the region, on key areas, as identified yearly, and provide advice to the sector and planning.</p>	<p>3. SUPPORT EVENTS A MAJOR ECONOMIC DRIVER IN THE REGION</p> <p>Support the tourism team and tourism visitation in the region by providing professional advice on the tourism event support program.</p>
ACTIONS + STRATEGIES	<ol style="list-style-type: none"> Lobby Council to ensure tourism is acknowledged as a vital industry now and into the future, with impact cross sector supporting high value jobs throughout the region across various sectors. Provide advice to Council and stakeholders on key tourism matters and how to integrate tourism in all elements of planning and policy making Advise stakeholders on the development of measurable outcomes for tourism throughout the region 	<ol style="list-style-type: none"> Formation of working groups on identified strategic topic areas <ul style="list-style-type: none"> Accommodation Industry development Overall strategic direction Product development Identify priorities across each working group area Creation of key objectives and outcomes for the working groups Regular updates back to STAG in the larger group via meeting updates 	<ol style="list-style-type: none"> Review and make recommendations on the event support program annually Members of the Advisory Group actively involved in making recommendations on event support Ongoing advocacy to council for continued funding program to support driving the visitor economy with events Advocate for the program throughout the region
INDICATORS OF SUCCESS	<ol style="list-style-type: none"> Recognise and advocate for Council's support and investment in tourism and economic development Advocate for the Shoalhaven and improvements to tourism development 'up chain'. DNSSSS etc. Successful recommendations by STAG to Council on behalf of the overall industry and visitor economy Regular attendance at industry events and meetings including business chambers and networking events Positive feedback from the tourism industry at functions and via surveys Provide moral and written support of grant applications 	<ol style="list-style-type: none"> Regular attendance at working groups Gain agreement form broader STAG by working groups on actions, strategies and indicators of success. Meeting objectives and reporting back to STAG regularly Agreed outcomes achieved, driving change in the industry Recognition of STAG as industry leaders in the community. 	<ol style="list-style-type: none"> STAG members actively participating in making recommendation for event support program Industry making application to participate in the event support program STAG regular attendance at tourism events supported throughout the region and providing feedback. Evidence of quality events meeting strategic goals in the region driving off season visitation

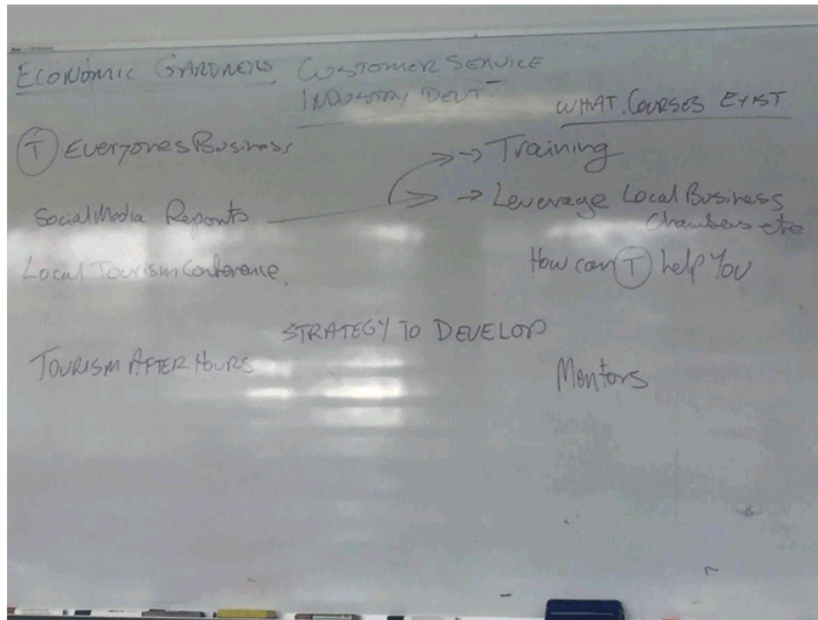
Working Groups

PRIORITY AREA	1. STRATEGY + PLANNING	2. INDUSTRY DEVELOPMENT	3. PRODUCT DEVELOPMENT
ACTIONS AND STRATEGIES	<p>Provide professional advice on long term strategic direction for the industry See attachment 2</p> <ol style="list-style-type: none"> 360 Model, development and delivery Destination Management Plan Review of staff yearly action plans and provide recommendations Review of other stakeholder plans like DNSSS to provide feedback to STAG for formal comments Advocate for long term strategic industry needs to drive ongoing investment and change 	<p>Advocate and assist in the skills development and sharing to grow the industry.</p> <ul style="list-style-type: none"> Provide feedback and insight into training skills gaps and opportunities Investigate opportunities for further skills development including ideas brainstorm: Tourism is Everyone's business: opportunities to leverage local business chambers; Advocacy, could STAG members talk to businesses one on one? Mentor or human library? How can tourism help you? Can STAG play a role in feedback? Local tourism / business conference? Tourism after hours networking events Customer Service Mentors Economic Gardening Aussie Host training? Incentives e.g. reduced-price advert in Visitor Guide for achieving competence? Investigate different council and business meetings in the region. Mobilising industry to be more proactive and engaged Create a strategy to move forward 	<p>Assist in product development to meet strategic outcomes. Identified as a second priority and on hold until the completion of the DMP. NOTE: An Arts and Culture Working Group currently exists with members outside STAG</p> <ol style="list-style-type: none"> Create analysis of current product and identify gaps Identify strategic opportunities for product development Create an action plan with clear actions, measures of success and timelines and gain agreement from STAG on next steps. <p><i>This could include: Packaged experiences, itineraries; a review of business opportunities like Book Easy ticketing; How do we help National Parks Wildlife Service?</i></p>
INDICATORS OF SUCCESS	<ol style="list-style-type: none"> Long term strategic plans endorsed by council Ongoing tourism support and funding from council to the industry Long term growth and sustainable industry 	<ol style="list-style-type: none"> Identify key opportunities Industry and skills development plan of action reported back to STAG with clear timelines and actions. 	<ol style="list-style-type: none"> Active Product Development Working group, meeting regularly Agreed action plan and success indicators with broader STAG members Clear evidence of product development and economic growth Advocate on behalf of the Tourism Industry to identify and foster industry growth opportunities
MEMBERS	<p>Project Lead: Louise Hallum STAG Members: Rob Crowe, Neil Rogers, Brenda Sambrook, Kylie Pickett Staff Representative: Shannan Perry-Hall + Coralie Bell</p>	<p>Project Lead: Juliet Barr STAG Members: James Lin, Lynn Locke, Louise Hallum, Brenda Sambrook Staff Representative: Kristy Mayhew</p>	<p>Project Lead: David Duffy STAG Members: David Goodman, Kylie Pickett Staff Representative: Coralie Bell + others as required</p>

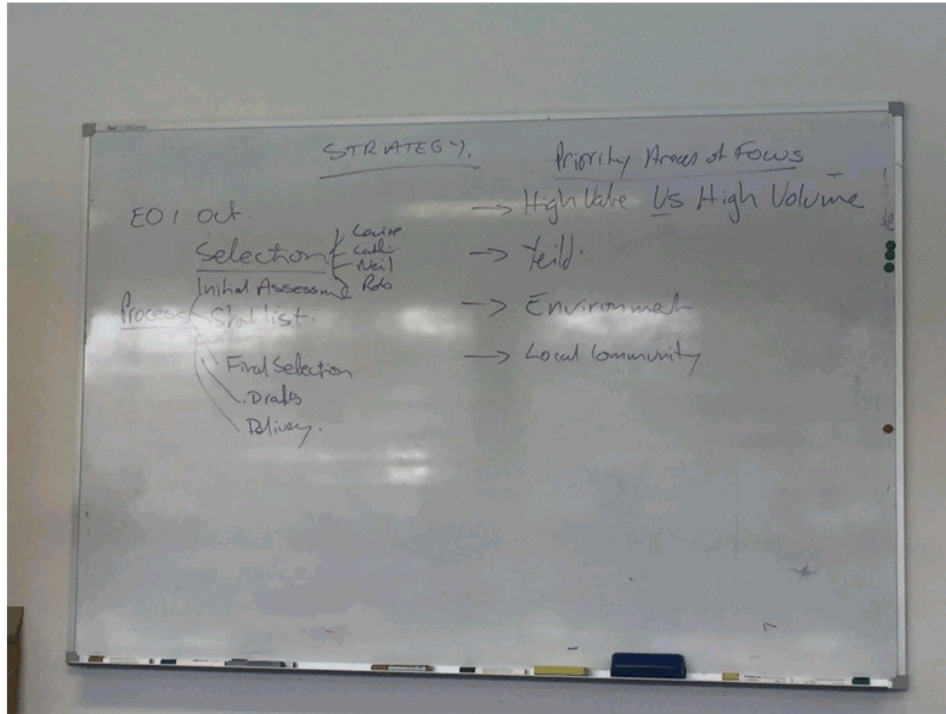
Attachment 1:



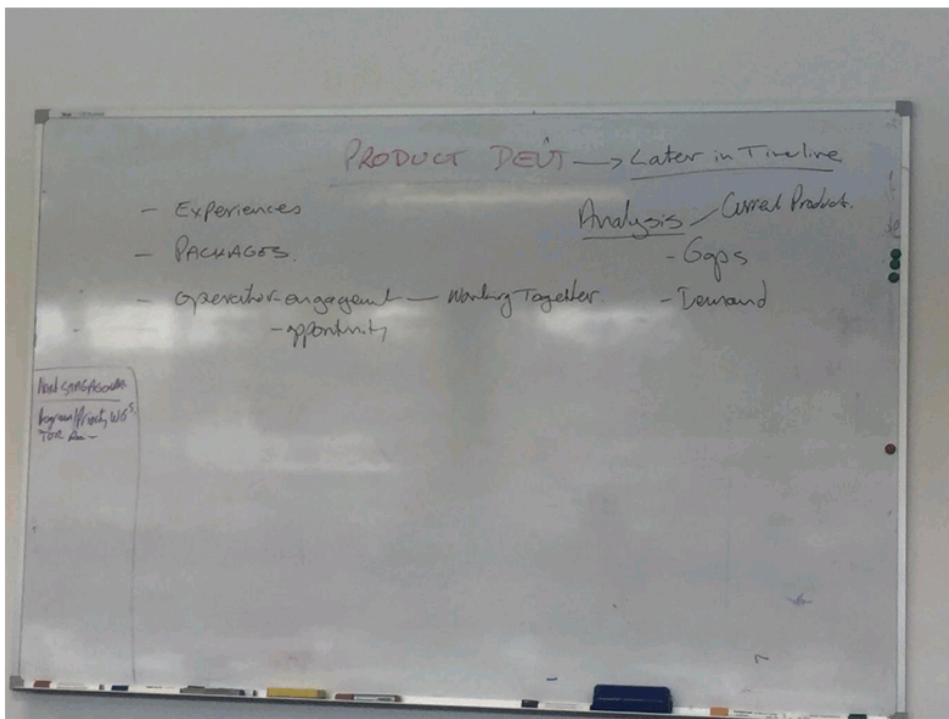
Attachment 2



Attachment 3



Attachment 4



IA18.28 Proudly Shoalhaven Economic Development Campaign

HPERM Ref: D18/384780

Submitted by: Kylie Knight

Recommendation (Item to be determined under delegated authority)

That a member of the Economic Development Team brief IAAG on SSC's Proudly Shoalhaven Campaign.

Details

The Committee wishes to learn more about:

1. Campaign objectives
2. How the Campaign aligns with other Council Projects including the Shoalhaven – Proudly Accessible Project; and Nowra CBD Access Improvement Financial Assistance Program
3. How the pros of improved access have been factored into the Upcoming Business Training Events to highlight Council's commitment to inclusion and promote PWD as a valuable customer base

IA18.29 Shoalhaven - Proudly Accessible Project

HPERM Ref: D18/384805

Submitted by: Kylie Knight

Attachments: 1. Attachment 1 - Shoalhaven - Proudly Accessible Window Decals [□](#)

Recommendation (Item to be determined under delegated authority)

That Committee Members Kylie Knight and Arthur Ball brief the Committee on the Shoalhaven – Proudly Accessible project.

Details

Discussion:

1. Provide the Committee with an overview of the Shoalhaven – Proudly Accessible project activities to date
2. Seek consensus on sticker design and print quantities
3. Confirm criteria for assessing ‘the vibe of access’
4. Review components of toolkit
5. Showcase promotional images
6. Seek authorisation to pay invoices in line with project scope and budget.

Attachment 1 - Shoalhaven – Proudly Accessible Window Decals



Proudly Accessible



Proudly Accessible



Proudly Accessible



Proudly Accessible

IA18.30 Access to Council Owned Property

HPERM Ref: D18/388140

Submitted by: Annette Pham

Recommendation

That Council:

1. Undertake an access audit of all Council owned properties in the Shoalhaven, whether they are operated by Council or leases to businesses.
2. Upgrade any of its premises that cannot be accessed by a person with a disability to allow all persons with a disability to enter.

Details

Council needs to lead by example. It is my understanding that Council is the Landlord of several business premises in the Shoalhaven that cannot be accessed by a person with a disability. An audit of these properties needs to take place if not done so already and any premises found lacking suitable access for persons with a disability need to be rectified in an acceptable time frame.

GM Comment

Council is committed to leading by example and is continuously improving accessibility to its infrastructure when either renovating/ refurbishing/ replacing or providing new infrastructure.

1,262 Council owned buildings are managed by a variety of agreements which include Council being a landlord.

Council resolved in 1999 to carry out Access Audits of all Council owned facilities throughout the City to identify possible ways to improve access for people with disabilities and elderly people. Access Audits involve a thorough assessment of existing facilities including access from carparking areas, buildings, fittings and fixtures to ensure compliance with relevant building standards and State and Federal legislation (i.e. Anti-discrimination Act, 1997, NSW and Disabilities Discrimination Act (DDA), 1992 Federal Law). Staff have awareness training in recent legislation changes.

Council undertook an Access Audit of its infrastructure in 2001 to 2003 which included carparks, community buildings, libraries, public halls, public amenities (toilets). The audit identified work required, forecast budget and prioritised the work.

Council undertakes programmed works to its infrastructure and issues programmes annually. When undertaking these works consultation occurs with stakeholders regarding priorities, taking into consideration legal & mandatory requirements, accessibility, heritage impacts, utilisation, hazardous materials, condition of current assets, asset strategy for service level and obsolesce.

Modern Council buildings are constructed in accordance with the *National Construction Code* and *Australian Standard AS 1428 – 2009 Design for access and mobility-General requirements for access - New building work*.

IA18.31 Citywide DCP Chapter for Accessibility

HPERM Ref: D18/388163

Submitted by: Annette Pham

Recommendation

That Council develop a Citywide DCP Chapter for accessibility.

Details

SCC has had a piecemeal approach when it comes to accessibility provisions in the DCP. We have seen recently the very disappointing watering down of the Medium Density Housing Provisions in the Shoalhaven.

I propose we strengthen accessibility provisions by creating a City Wide DCP Chapter for Accessibility which will cover all types of development in the Shoalhaven.

GM Comment:

On 27 August 2002, Council resolved (MIN02.1067) to prepare a development control plan for design guidelines for accessibility for the whole of Shoalhaven. Work on Draft DCP 112 Design Guidelines for Accessibility commenced, however Council changed direction and the Shoalhaven Accessibility Guidelines were ultimately adopted in 2006. These Guidelines are available on Councils Internet at:

<http://doc.shoalhaven.nsw.gov.au/displaydoc.aspx?record=D11/119859&Type=1>

The Shoalhaven Accessibility Guidelines provide basic design information on factors to consider in removing barriers and creating publicly accessible environments across Shoalhaven. The Guidelines are still effective, however are dated and no longer current in terms of legislative references and best practice, which is changing and being updated regularly.

Shoalhaven Development Control Plan (DCP) 2014 currently includes universal design provisions in Chapter G13: Medium Density and Other Residential Development which place an emphasis on compliance with the Liveable Housing Design Guidelines. These provisions apply to the private domain only. A land use type approach has been implemented to ensure that provisions are appropriately tailored which is generally consistent with the approach taken by several councils in NSW.

The DCP and its chapters does not apply to public sector developments or works, such as those undertaken by Council. It is, however, sometimes used as a guide in public sector developments by Council.

Notwithstanding the provisions in the DCP, the requirements of the disability inclusion legislation (e.g. Disability Discrimination Act) and principles must be considered as part of any development application where relevant. A development proposal must also consider the two main Australian Standards applying to accessibility and adaptability as relevant:

- AS 1428: Design for access and mobility.
- AS 4299: Adaptable Housing.

The current DCP land use-based approach to universal design is preferable to a high level generic chapter. As such, it is more appropriate to consider including land use specific

universal design provisions in certain existing chapters of the DCP. It would also be timely to review the existing Shoalhaven Accessibility Guidelines.

Council reviews the DCP on an ongoing basis to maintain currency.