

MINUTES OF THE INCLUSION & ACCESS ADVISORY GROUP

Meeting Date: Monday, 24 May 2021
Location: Council Chambers, City Administrative Building, Bridge Road, Nowra
Time: 11.02am

The following members were present:

Clr Patricia White - Chairperson
Ms Lesley Zandstra – representing Ms Fiona Phillips - MP
Ms Jackie Kay
Mr Chris Mitchell
Ms Penelope Espinoza Hallett
Mr Bill Deaves
Ms Nola Stephens
Ms Kylie Knight (remotely)

Others Present:

Mr Michael Paine - Senior Community Development Officer - CEO Nominee
Mr Colin Wood - Manager - Certification & Compliance
Ms Carly McWalters - Team Leader - Community Capacity Building

Apologies / Leave of Absence

Apologies were received from Clr Nina Digiglio, Frederick Oberg, Arthur Ball, Lily Wright, Annette Pham and Theo Bagou.

Confirmation of the Minutes

RESOLVED (Nola Stephens / Bill Deaves)

That the Minutes of the Inclusion & Access Advisory Group held on Monday 22 February 2021 be confirmed.

CARRIED

Declarations of Interest

Nil

REPORTS

IA21.8 Update on Actions - May 2021

**HPERM Ref:
D21/87705**

Clr White and Council Staff addressed the meeting in relation to the items in the Action Table and made the following comments:

- IA19.5 - Additional Item - Disability Awareness Training - Councillors - Clr Training & Development Program - now complete and has been superseded by IA20.14 - Additional Item - Consider Annual Disability Awareness Training Program for Councillors and Staff.
- 19.21 - Ulladulla Subway and Services NSW Accessible Parking Investigation - Defer to Staff - Strata Owners:
 - Meet with Service NSW regarding accessible parking at Ulladulla Subway and Service NSW and report back to next meeting.
- IA20.14 - Additional Item - Consider Annual Disability Awareness Training Program for Councillors and Staff
 - Council to further investigate whether there is a section for applicants to include their disability on the Council employment application.
 - Receive a report from Council's Human Resources team as to how they see these statistics could be recorded.
 - Request someone from Human Resources to attend next meeting to discuss how we could track statistics of staff with an identified disability.
- IA21.4 - Additional Item - Footpath & Kerb Ramp Repairs - Nowra - Scenic Dr / Hyam St / Bridge Rd - Further investigate time frame for footpath to be fixed by contractors Fulton Hogan.
- IA21.6 - Additional Item - Ramp Exits from Stocklands and Accessible Spaces at Kmart Ulladulla - Investigation / Report request – Council staff to further investigate and meet with Stocklands regarding the possibility of improving the existing steep ramps to meet wheelchair and disabled access requirements.
- IA21.7 - Additional Item - Funding from Accessible Parking Fines - Budget Allocation - Implementation of Disability Inclusion Action Plan - Report request
 - Report went to Council and was carried.
 - The new Disability Inclusion Action Plan (DIAP) is currently being developed.
 - Once the DIAP is finalised, the IAAG will need to identify the prioritised action plan projects and estimate the costs of the prioritised projects.
 - Surplus funds from Accessible Parking Funds the quarterly 2021-22 budget review and future years are to be set aside for DIAP prioritised action plan projects.

Recommendation (Item to be determined under delegated authority)

That

1. The Inclusion & Access Advisory Group receive the Update on Actions report for information.

RESOLVED (Lesley Zandstra / Penelope Espinoza Hallett)

That

1. The Inclusion & Access Advisory Group receive the Update on Actions report for information.
2. IA19.5 - Additional Item - Disability Awareness Training - Councillors - Clr Training & Development Program - is complete and removed from action table (Recommendation

superseded by Item IA20.14)

CARRIED

IA21.9 Working Group - Promote and Engage

**HPERM Ref:
D21/187073**

Note: Kylie Knight joined the meeting at 11:25 (remotely).

Recommendation (Item to be determined under delegated authority)

That

1. The Committee endorse the proposed actions developed by the working group as stated below.
 - a. Increased promotion of the IAAG and its functions.
 - b. Increased promotion of people with a disability within the Shoalhaven via inclusive and positive social media/media campaign
 - c. Increased committee membership through a membership expression of interest (EOI)
2. Council develops an EOI application to increase membership for the Committee.
3. The Committee endorse a Planning Day, scheduled after a completed membership recruitment period.

RECOMMENDATION (Nola Stephens / Jackie Kay)

That

1. The Committee endorse the proposed actions developed by the working group as stated below.
 - a. Increased promotion of the IAAG and its functions.
 - b. Increased promotion of people with a disability within the Shoalhaven via inclusive and positive social media/media campaign
 - c. Increased committee membership through a membership expression of interest (EOI)
2. Council develops an EOI application to increase membership for the Committee.
3. The Committee endorse a Planning Day, to be scheduled for the first quarter of 2022 after a completed membership recruitment period.

CARRIED

IA21.10 Disability Inclusion Action Plan review - Committee update

**HPERM Ref:
D21/188144**

Carly McWalters provided an update to the meeting:

- Kylie Knight has been chosen to sit on the DIAP Assessment Panel and Flagstaff were selected to deliver DIAP.
- Extensive consultation is being held across Council Directors, Councillors and Council staff.
- Council urges all Committee Members to complete the survey online either as a community member or as a business at <https://getinvolved.shoalhaven.nsw.gov.au/diap-2021>. For anyone experiencing difficulty completing it online, contact Council staff who can then make contact with Flagstaff for assistance.

Recommendation (Item to be determined under delegated authority)

That:

1. The Inclusion and Access Advisory Group receive this report for information.

RESOLVED (Kylie Knight / Nola Stephens)

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

CARRIED

Introduction of Items as Matters of Urgency

RESOLVED (Clr White / Bill Deaves)

That the following addendum reports be introduced as matters of urgency:

1. IA21.12 Membership Application

CARRIED

The Chairperson ruled the matters as ones of urgency as they relate to urgent business of Council and allowed their introduction.

ADDENDUM REPORTS

IA21.12 Membership Application

**HPERM Ref:
D21/206390**

Members discussed the membership application received from Jennifer Anstiss.

Recommendation

That Council appoint Jennifer Anstiss as a community member of the Inclusion & Access Advisory Group.

RESOLVED (Clr White / Nola Stephens)

That the Inclusion & Access Advisory Group thank Ms Anstiss for her excellent application and advise that the Committee does not generally accept membership from representatives of community groups or CCB's and see if she would like to resubmit her application as a community representative to the Committee for consideration.

CARRIED

GENERAL BUSINESS

IA21.13 Additional Item - Future Works - Shoalhaven Entertainment Centre - Disability Access

Bill Deaves advised that he had asked for an automatic door to be included at the Bridge Road entrance of the Shoalhaven Entertainment Centre however it has not been included in the upgrade.

RECOMMENDATION (Bill Deaves / Lesley Zandstra)

That Council investigate the installation of an automatic door at the western end of the Shoalhaven Entertainment Centre to be considered for any future works at the SEC to assist with disability access.

CARRIED

IA21.11 Accessible Parking - Milton Showground – Other Showgrounds and Public Venues

HPERM Ref: D21/142456

Lesley Zandstra advised that she had recently attended Berry Showground for an event and discovered that disabled community members are not permitted to park inside the Showground premises and are required to park at Berry train station. They then have to make their way along the footpath to the Showground, which is challenging for people using walkers and similar support equipment. Additionally, there is no clear direction of travel from the train station to the Showground.

This is common at other Showgrounds in the Shoalhaven, for example Milton and Kangaroo Valley Showgrounds, as well as at other public venues. Clear direction for people with disabilities needs to be provided for any event held at public venues across the Shoalhaven.

RECOMMENDATION (By consent)

That Council:

1. When dealing with public events, request the event organisers to give greater consideration to disability parking and access, clearly outlining the direction of travel on the specific sites for any event held in the Shoalhaven at public venues.
2. Event Organisers include the distance from accessibility parking to the venue.
3. Event Organisers incorporate the above items into the Traffic Management Plans for the events.

CARRIED

IA21.14 Additional Item - Pedestrian Pathways and Public Transport

Penelope Espinoza Hallett advised that:

- In her local area of Worrigeer there is very limited access via pedestrian pathways, for example there is no safe way to cross the highway anywhere at South Nowra.
- She would like to be able to see a more continuous network of pathways, as a lot of them stop at street junctions.
- Public transport is severely lacking especially for disabled people. It's a struggle to easily find the bus timetable and locate the bus stops as they are not clearly marked or identified.

RECOMMENDATION (By consent)

That when Council makes representations to Transport NSW in relation to 16 Regional Cities Program or other initiatives to improve public transport provision, this include but not limited to the issues raised by Penelope:

- In her local area of Worrigeer there is very limited access via pedestrian pathways, for example there is no safe way to cross the highway anywhere at South Nowra.
- She would like to be able to see a more continuous network of pathways, as a lot of them

stop at street junctions.

- Public transport is severely lacking especially for disabled people. It is a struggle to easily find the bus timetable and locate the bus stops as they are not clearly marked or identified.

CARRIED

IA21.15 Additional Item - Mollymook Sandgate Cemetery - Disabled Parking Spaces

Bill Deaves on behalf of Theo Bagou advised that Mollymook Sandgate Cemetery still has no disabled parking and requested further investigation.

RECOMMENDATION (By consent)

That Council Staff further investigate the provision of disabled parking spaces at the Mollymook Sandgate Cemetery.

CARRIED

IA21.16 Additional Item - Ulladulla Subway and Services NSW Accessible Parking Investigation - Defer to Staff - Strata Owners

Accessible parking is still an issue for the carpark at Ulladulla Subway and Service NSW.

RECOMMENDATION (By consent)

That Council meet with Service NSW regarding accessible parking at Ulladulla Subway and Service NSW and report back to next meeting.

CARRIED

IA21.17 Additional Item - Consider Annual Disability Awareness Training Program for Councillors and Staff

In discussion, there was a query as to whether there is a section for applicants to inform Council of any disability on the Council employment application forms. This could be a valuable source of recording statistics for disabilities in the workplace.

RECOMMENDATION (By consent)

That Council:

1. Engage the Human Resources (HR) team to prepare a report as to how disability statistics could be recorded from the application process.
2. Invite a HR team member to attend the next IAAG meeting to discuss how we could track statistics of staff with an identified disability.

CARRIED

IA21.18 Additional Item - Completion of Footpath & Kerb Ramp Repair - Scenic Drive / Hyam Street / Bridge Road

Discussion took place about the damage that has been caused and the work that needs to be carried out by contractors Fulton Hogan to repair the Footpath & Kerb Ramp at Scenic Drive / Hyam Street / Bridge Road.

RECOMMENDATION (By consent)

That Council further investigate the time frame for completion of the Footpath & Kerb Ramp Repair at Scenic Dr/ Hyam St / Bridge Rd by contractors Fulton Hogan.

CARRIED

IA21.19 Additional Item - Ramp Exits from Stocklands

The exit ramps at Stocklands are really steep and therefore not wheelchair and disabled access friendly. There was discussion about meeting with Stockland Management and the possibility of moving the disabled parking to the Woolworths end of the carpark and improving the ramps for easier access.

RECOMMENDATION (By consent)

That Council further investigate and hold a meeting with Stocklands Management regarding the possibility of improving the existing steep ramps to meet wheelchair and disabled access requirements.

CARRIED

OTHER GENERAL BUSINESS:

- Patricia White asked that Council ensure that members of the IAAG be included in any applicable community consultation or community engagement invitations via email going forward.
- Nola Stephens mentioned that the Foodworks Worrigeer development does not include any outside seating at the front of the building and if it would be possible going forward to ensure Council includes seating when approving plans for such developments.
- Disability Inclusion & Access Plan workshop to be held Thurs 10 June 10:00 - 11:30 at Council Admin building.
- Kylie Knight queried the additional cost to incorporate the use of Brail on any new business cards, particularly Councillors. Michael Paine advised that the Community Connections team have ordered new cards with Brail.

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

Clr Patricia White
CHAIRPERSON