

MINUTES OF THE INCLUSION & ACCESS ADVISORY GROUP

Meeting Date: Monday, 29 August 2022
Location: Osprey Training Room, Level 1, City Administrative Building, Bridge Road, Nowra
Time: 11.03am

The following members were present:

Chairperson Liza Butler - Chairperson
Clr Patricia White
Ms Jackie Kay (Remotely)
Mr Bill Deaves
Mr Arthur Ball
Ms Nola Stephens
Ms Annette Pham
Ms Kylie Knight – arrived at 11.12am
Ms Lily Wright
Ms Jennifer Anstiss
Ms Kylieanne Derwent (Remotely)
Ms Lesley Zandstra

Others Present:

Clr Evan Christen
Mr Colin Wood – Manager – Certifications and Compliance
Mr Michael Paine – Manager – Community Connections
Dr Michael Roberts – Manager Environmental Services
Ms Carly McWalters – Team Leader Community Capacity Building
Mr Nigel Smith – Lead Coastal Management
Ms Monica Kincade – Community Capacity Builder
Anita Chalmers OAM - National Secretary of Myositis Association

Apologies / Leave of Absence

Apologies received from Penelope Espinoza-Hallett, Fred Oberg and Chris Mitchell

Confirmation of the Minutes

RESOLVED (Clr White / Liza Butler)

That the Minutes of the Inclusion & Access Advisory Group held on Monday 30 May 2022 be confirmed.

CARRIED

Declarations of Interest

Nil

PRESENTATIONS

IA22.10 Presentation - National Secretary of Myositis Association

HPERM Ref:
D22/227424

Note: Kylie Knight arrived at 11.12am.

Ms Anita Chalmers – OAM - National Secretary of Myositis Association provided a presentation on various identified accessibility issues throughout the Shoalhaven. Examples were provided of suitable layouts/fit outs for public amenities.

The Presentation will be forwarded to the Group with the Minutes.

It was noted that there is a new accessible private toilet in the Bomaderry shops which requires a key.

IA22.11 Presentation - Footpaths & Accessibility - Simon Holt - City Services

HPERM REF:
D22/351510

Item dealt with later in the meeting.

REPORTS

IA22.12 Investigating All Ability Access - Shoalhaven Beaches

HPERM Ref:
D22/301477

Dr Michael Roberts – Manager Environmental Services and Mr Nigel Smith – Lead Coastal Management addressed the meeting in relation to the report. The following points were raised:

- The report addresses the Shoalhaven Beach Asset Management Strategy and strategic management of our beach access ways
- One of the key important measures is safety of all our community members
- Tilbury Cove at Culburra Beach was assessed by a Consultant and would need a detailed design for works
- Callala Beach is part of ongoing sand nourishment works
- It was noted that beach mats work really well if the gradient and density of the sand is suitable.
- There is a dedicated budget for disabled beach access for building of one per year
- The last of the Geotechnical work has finished for the viewing platform at Narrawallee, is hoped work will commence prior to Christmas (weather permitting).
- Community connections staff have a copy of the Plan for Narrawallee, this will be distributed to members with the Minutes.

The members and community are encouraged to stay informed via the '[Get Involved](#)' page for the Shoalhaven Coastal Management Program. The Community Consultation will be forwarded to Members.

Recommendation (Item to be determined under delegated authority)

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

RESOLVED (By consent)

That:

1. The Inclusion & Access Advisory Group receive this report for information.
2. A copy of the design plan for Narrawallee and the Coastal Management Program Community Consultation be distributed to members.

CARRIED

IA22.11 Presentation - Footpaths & Accessibility - Simon Holt - City Services

HPERM Ref: D22/351510

Mr Simon Holt – Unit Manager – District Engineer – Central addressed the meeting in relation to footpath repairs in the vicinity of the Nowra Bridge.

A copy of the presentation will be forwarded to members.

It was noted that there are a number of cracks and repairs to the Scenic Drive to Bridge Road footpath and consultation with Fulton Hogan has confirmed that they will be replacing the footpath when crossings and upgrades are completed.

IA22.13 Updated Action Table Report - August 2022

HPERM Ref: D22/343419

Ms Carly McWalters – Team Leader Community Capacity Building, addressed the meeting in relation to items in the Action Report and made the following comments:

- IA19.21 – There are new owners for that space, the information has been provided to Claire Clark and staff are working with them. Council are unable to force the owners to put in the accessible car space. Action to remain open.
- IA21.4 – A presentation was provided at the 29 August 2022 meeting (See IA22.11). Design work has been completed, temporary restoration works have been completed by Fulton Hogan. Part 2a: Upgrade not technically viable due to numerous services. No further action planned. Part 2b: Close to current standards. Would require major services adjustment to alter. No further action planned.
- IA21.7 – Comment as per Action Table. Action to remain open.
- IA21.14 – A presentation was provided at the 29 August 2022 meeting (See IA22.12). Recommend to complete this Action.
- IA21.16 – Comment as per Action Table. Recommend to complete this Action.
- IA21.24 – No update as yet. Action to remain open.
- IA22.4 – Parts 2, 3 and 5 are not complete. Action to remain open.
- IA22.7 – Presentation provided at the 29 August 2022 meeting (See IA22.11). Recommend to complete this Action.
- IA22.9 - Presentation provided at the 29 August 2022 meeting (See IA22.12). Recommend to complete this Action.

Recommendation (Item to be determined under delegated authority)

That the Inclusion & Access Advisory Group:

1. Receive the Update on Actions report for information.
2. Acknowledge the following actions as completed and be removed from the action table:
 - i. IA22.4: Item 1 - Inclusion & Access Advisory Group - Terms of Reference adoption -

Membership - Audit - Expression of Interest - Assessment panel - ToR review workshop

RESOLVED (By consent)

That the Inclusion & Access Advisory Group:

1. Receive the Update on Actions report for information.
2. Acknowledge the following actions as completed and be removed from the action table:
 - a. IA22.4: Item 1 - Inclusion & Access Advisory Group - Terms of Reference adoption - Membership - Audit - Expression of Interest - Assessment panel - ToR review workshop
 - b. IA21.14 – Additional Item - Storm Damage to Beach Access at Callala Beach
 - c. IA21.16 – Australian Standards - Accessible Parking Spaces - Nowra CBD - Private carparks - write to owners - Council carparks - investigate upgrade
 - d. IA22.7 – Additional Item - Footpath accessibility (Nowra Bridge to Junction St / Scenic Dr to Bridge Rd)- Investigations - Clr Briefing - Report request
 - e. IA22.9 - Additional Item - Inclusion & Access Advisory Group - Coastal Management Programs (CMP) - Presentation & Report Request

CARRIED

IA22.14 Disability Inclusion Action Plan 2022/26

**HPERM Ref:
D22/347142**

Ms Carly McWalters – Team Leader Community Capacity Building addressed the meeting and advised that the report outlines the public exhibition process, a summary of the feedback and the response received by Council.

Clr Christen raised a comment that was provided by the public regarding private access to businesses for accessibility program to upgrade shop frontages to allow ease of access. Cl White clarified that the program was funded by the Nowra CBD Revitalisation Strategy Committee.

Mr Colin Wood – Manager Certification & Compliance advised that he is happy to reactivate the program.

Ms Nola Stephens thanked Mr Colin Wood – Compliance Manager and council staff for the footpath work at Shoalhaven Heads and the carpark at the Surf Club.

A question was raised regarding whether staff welcome members to the group and reviews what their disability is and what their needs are. It was agreed that much of the documentation provided to the Group is difficult to read due to the text size and the language used with minimal review time allowed for follow release and publication of the Agenda's. Ms Carly McWalters along with Governance will arrange for an agenda with larger text to be provided for Nola Stephens and other members on request for the next meeting.

It was also noted that for hearing impaired members of the group it was very difficult to participate in the meeting at this location. It was suggested that future meetings are held in Chambers so that members with hearing impairments could link to the hearing loop to support participation until other rooms have appropriate technology that supports hearing loops. It was also noted again that Council's Nowra Admin building is not adequately set-up to be an inclusive and accessible space and there were also limitations in Chambers for people with physical disabilities or those who used mobility aids.

Recommendation (Item to be determined under delegated authority)

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

RESOLVED (By consent)

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

CARRIED

GENERAL BUSINESS

IA22.15 Additional Item - Funding Program for Accessibility to Shops

It was noted that Council previously ran a campaign for funding to make shop frontages more accessible.

A request by Cllr Butler and agreed by Colin Wood - that staff provide a Briefing to Council in relation to the funding program/campaign.

A request by Cllr White and agreed by Colin Wood that staff make a presentation to the Nowra CBD Revitalisation Strategy Committee regarding that accessibility funding program.

Ms Kylie Knight suggested that Council write to all business owners in the Shoalhaven outlining accessibility issues and education on compliance with Australian Standard.

Mr Colin Wood responded and advised that a good first step would be for this to go through the Media Team for educating businesses about accessibility issues.

RECOMMENDATION (By consent)

That Council:

1. Request staff to provide a Briefing to Councillors in relation to the funding program/campaign for accessibility of shop frontages.
2. Request staff be invited to make a presentation to the Nowra CBD Revitalisation Strategy Committee to request that the funding program for accessibility of shop frontages be reactivated.
3. Request the Media Team to run a campaign to educate businesses about accessibility issues in conjunction with relevant Directorates to include:
 - a. Development and Compliance matters;
 - b. Economic Development Factors;
 - c. Community accessibility considerations; and
4. Staff liaise with the Nowra CBD Revitalisation Strategy Committee Chair in relation to part (3).

CARRIED

IA22.16 Additional Item - Feedback - Council Call Centre - Community

Members raised concerns regarding the new system that Council has implemented for the Call Centre.

The way that the Staff are answering calls inhibits those with intellectual disabilities. For example the staff ask the caller which Directorate they need to speak to and feedback is that they often don't know what Directorate they need to speak too.

IA22.17 Additional Item - Feedback - Inequity - Location and Quality of Accessible Public Toilets - Bomaderry

Members raised concerns regarding inequity about the location and the quality of public accessible toilets in Bomaderry and across the Shoalhaven in comparison to other areas.

There being no further business, the meeting concluded, the time being 1.07pm.

Clr Liza Butler
CHAIRPERSON