

MINUTES OF THE INCLUSION & ACCESS ADVISORY GROUP

Meeting Date: Monday, 20 February 2023
Location: Jervis Bay Room, Level 3, City Administrative Building, Bridge Road, Nowra
Time: 11.00am

The following members were present or attended remotely:

Clr Liza Butler – Chairperson
Clr Tonia Gray (Remotely) – left at 11.55am
Ms Jackie Kay (Remotely)
Ms Annette Pham
Ms Kylie Knight
Ms Penelope Espinoza Hallett (Remotely)
Ms Jennifer Anstiss
Ms Kylieanne Derwent (Remotely)

Others present:

Mr Michael Paine – Manager Community Connections
Gary George – Manager Building Services (Remotely)
Ms Caitlin Lewis – Manager Media & Communications
Ms Monica Kincade Community Capacity Builder

Apologies / Leave of Absence

Apologies were received from Clr White Clr Norris, Clr Kotlash, Mr Arthur Ball, Mr Chris Mitchell, Mr Frederick Oberg and Ms Lily Wright.

Confirmation of the Minutes

The following matters were raised in the Previous Minutes:

- Pruning/Maintenance – Meroo Road, Bomaderry and surrounds and the collaboration with Disability workers. This will be addressed in a separate item, see Additional Item IA23.8.
- Access to various shops in Junction Street, Nowra. This will be addressed as part of Action IA22.15.

RESOLVED (Jennifer Anstiss / Liza Butler)

That the Minutes of the Inclusion & Access Advisory Group held on Monday 21 November 2022 be confirmed.

CARRIED

Declarations of Interest

Nil

PRESENTATIONS

IA23.1 Draft Community Engagement Strategy Presentation

HPERM Ref:
D23/24239

The Media and Communications Team from Shoalhaven City Council presented the Draft Community Engagement Strategy to the Inclusion and Access Advisory Group.

Members present provided feedback including the need for Plain or Easy English and this was noted by Ms Caitlin Lewis – Manager – Media & Communications who wishes to attend meetings of the Group to ensure the members are aware of documents on Public Exhibition.

REPORTS

IA23.2 IAAG Updated Action Table Report - February 2023

HPERM Ref:
D23/29309

The following comments were made in relation to items on the Action Table:

- IA21.24 – Staff provided a verbal update which was read to the meeting – This is now considered complete, no further action is required.
- IA22.15 - Additional Item - Funding Program for Accessibility to Shops - Clr Briefing & Presentation to Nowra CBD Revitalisation Strategy Committee - Education campaign – Businesses – Update is provided within the report.
- IA22.20 - Presentation - North Mollymook Masterplan (Parking & Pedestrian) – This is now considered complete, the report was sent. No report back regarding feedback has been received.
- IA22.21 - Additional Item - Accessibility to Shops - Nowra CBD – Mr Michael Paine advised that he will discuss this matter with Colin Wood – Compliance Manager
- IA22.22 - Additional Item - Accessibility Stickers - Cobar CBD – Ongoing, no comment provided

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:
 - a. IA22.20 - Presentation - Ryleigh Bowman - North Mollymook Masterplan (Parking & Pedestrian) – partial completion.

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. IA22.20 - Presentation - North Mollymook Masterplan (Parking & Pedestrian) – partial completion.

- b. IA21.24 - Inclusion & Access Advisory Committee - Additional Item - Accessible parking spaces - Yellow Metal Bollards replacement / flexible poles - Investigation

CARRIED

IA23.5 Additional Item - Farmgate Restaurant - Lift and Accessible Parking

Prior to leaving the meeting, Cllr Gray raised the following matter, however no recommendation/resolution was made.

It was suggested up to two (2) accessible parking spaces on Graham Street near the new Farmgate Restaurant should be discussed as well as the requirement to install a lift at the front of the shop in addition to the parking space and ramp at the rear of the building.

Note: Cllr Gray left the meeting at 11.55am.

IA23.3 Inclusion and Access Advisory Committee Terms of Reference Review

**HPERM Ref:
D23/19271**

Note: Staff presented the draft changes to the Terms of Reference and the members present provided feedback in relation to:

- Changes to the Membership
- Range of Disabilities
- Over half of the voting membership has a disability

It was noted that staff will amend the Terms of Reference and report to Council, it was reiterated that upon adoption of the Terms of Reference, the membership would be declared vacant and any current members would need to reapply should they wish to continue as part of the EOI process.

Recommendation

That the Inclusion and Access Advisory Group accept the new format and proposed amendments to the Terms of Reference and submit to Council for adoption.

RECOMMENDATION (By consent)

That the Inclusion and Access Advisory Group accept the new format and proposed amendments to the Terms of Reference and submit to Council for adoption.

CARRIED

GENERAL BUSINESS

IA23.6 Additional Item - Request for Information - Revenue Raised from Accessible Parking Spaces

Ms Kylie Knight raised an additional item requesting information on the revenue that is raised from Accessible Parking Fines with a view to determine how significant it is & whether that can be reinvested into actioning the DIAP or other support functions for people with a disability.

RECOMMENDATION (Kylie Knight / Jackie Kay)

That the IAAG seek council's endorsement for a report on revenue raised (from the last Financial Year) from accessible parking fines and the possibility to consider practical use of the funds to support people with a disability be provided to the Group.

CARRIED

Directors Note: This request is outside the scope of the Terms of Reference & therefore outside of the Committees delegation & requires Council approval for this to occur.

IA23.7 Additional Item - Legality of Mobility Scooters being used on Local Roads

Ms Kylie Knight raised a question regarding the legal rights for the use of mobility scooters on roads.

As this is not managed by Council, it was suggested that Council invite NSW Police and/or TfNSW to provide a presentation to the IAAG on the legality of mobility scooters on Roads.

Mr Michael Paine - Manager Community Connections, advised that he will reach out to the Traffic Team within Council and request they provide relevant information Council is aware of to the IAAG.

IA23.8 Additional Item - Request Presentation from Director City Performance

Ms Kylie Knight addressed a matter that was raised in the last meeting regarding the opportunity for Council to collaborate with Disability Workers to achieve the pruning and maintenance of footpaths and overhanging trees in the Shoalhaven.

It was noted that this matter was raised in Business Arising from Previous Minutes.

RECOMMENDATION (By consent)

That IAAG seek Council's endorsement and invite the newly appointed Director City Performance (currently vacant at the time of publishing) to make a presentation in relation to the contract requirements regarding employment opportunities for Disability Workers to undertake pruning and maintenance of footpaths and overhanging trees to the IAAG.

CARRIED

Directors Note: This request is outside the scope of the Terms of Reference and therefore outside of the Committees delegation and requires Council approval for this to occur. A similar recommendation has also been previously made by the IAAG as noted below:

IA21.3 - Investigate opportunity for targeted employment for people with disabilities:

That:

1. Council investigate the opportunity for targeted employment within Council for people with identified disabilities.
2. The Inclusion and Access Advisory Group receive a report back on the statistics of

council's employment.

3. Staff source resource options and budgets for annual training programs.

Part 1 was reported back to the Committee via it's Action Table item noting the following comment: *Staff noted that Council is bound by the Merit based system process within the Local Government Act.*

Part 2 was actioned 26 July 2022 – *It was noted that from 532 employee records and the questions relating to identified disabilities 216 employees didn't respond.*

Part 3 – This has been addressed in within the DIAP and was reported back to the Committee with the following comment: *Increased training for staff on disability Awareness is being considered in the review of the Disability Inclusion Action Plan. The training is proposed access a number of functions within council to support increased inclusion across the Shoalhaven for people living with a disability.*

There being no further business, the meeting concluded, the time being 1.20pm.

Chairperson Liza Butler
CHAIRPERSON