

**Minutes of the Disability Access Committee Meeting
held at the Home & Community Care Centre, Albion Park
on Wednesday 20 July 2016 commencing at 10:00 am**

Present:

Mayor Councillor M Saliba	Shellharbour City Council
Councillor H Stewart	Shellharbour City Council
Mr Alex Traill	Community Representative
Ms Luise Bourne	Community Representative
Mr Mario Russo	Community Representative
Ms Leah Hogden	Spinal Cord Injuries Australia

In Attendance:

Ms Narelle Williams	Community Development Officer, Access and Participation
Ms Nicole Elliot	Manager Community and Cultural Life
Mr Nagitha Jayasinghe	Team Leader Asset Management
Ms Courtney Kadwell	Assets Officer
Mr Kyle Stevens	Senior Assets Officer
Ms Julie Larsen	Agenda / Administration Officer

Acknowledgement to Country

Shellharbour City Council acknowledges the Traditional Owners and Custodians of the Land on which we are meeting and pays its respects to Elders past and present.

1. Apologies / Leave of Absence

An apology was tendered on behalf of Eino Okkonen.

COMMITTEE RECOMMENDATION: Traill / Russo

That the apologies as tendered be accepted.

2. Confirmation of Minutes

Disabilities Services Advisory Committee Meeting 11 May 2016

COMMITTEE RECOMMENDATION: Traill / Bourne

That the Minutes of the Disability Access Committee Meeting held on 11 May 2016 as circulated be taken as read and confirmed as a correct record of proceedings.

3. Staff Reports

3.1 Information Provision (10740035)

The Community Development Officer - Access and Participation, explained the new reporting process for the committee which will bring it into line with other similar committees of Council.

COMMITTEE RECOMMENDATION: Traill / Bourne

That the DAC receive and note the information provision report.

3.2 Access to Shellharbour Village (10739364)

This issue was raised by email correspondence on 20 April 2016 to highlight the difficulties people with mobility aids have in accessing premises in Shellharbour Village due to many shop having steps at their entry points.

The committee acknowledged the problems in Shellharbour Village mainly due to its being an older community on a sloping area.

COMMITTEE RECOMMENDATION: Traill / Russo

That the Community Development Officer prepare a written response to the resident acknowledging that the committee has been dealing with the problems of accessibility to businesses in Shellharbour Village for a considerable time.

The letter should highlight the improvements that have been made over time and explain that Council can only ensure compliance with the Australian Standards for new DA's or renovations to existing structures.

CARRIED UNANIMOUSLY

3.3 Review of accessible parking in the carparks in the vicinity of Memorial Drive and Shellharbour City Centre (10740166)

The committee reaffirmed that the accessible parking spaces should be moved to the eastern side of Remembrance Lane.

Alex Traill noted that there is often a car parked across the kerb ramp on Bimbala Place (near Cantina Restaurant Central Hotel) restricting access to Memorial Drive and the associated businesses in that area.

The Committee agreed that line marking should be installed to help indicate that the kerb ramp should be kept clear.

COMMITTEE RECOMMENDATION: Traill / Russo

1. That the DAC receives and notes this report.
2. That the two spaces to be relocated from the corner of Remembrance Place and Burra Place be moved to the top row on the eastern side of Remembrance Lane.
3. That line-marking be installed to clearly indicate that no parking should occur across the kerb ramp on Bimbala Place and that this work be funded from the 2016/17 allocation of funds.

CARRIED UNANIMOUSLY

COMMITTEE RECOMMENDATION: Traill / Bourne

That, as a matter of course, when accessible ramps are included in DA consents, that line-marking or appropriate signage to prevent ramps being blocked by parked cars, be included as a part of the ramp associated works.

CARRIED UNANIMOUSLY

3.4 Warilla Library Baby Change Facilities (10740036)

The committee noted that care should be taken to ensure that the change table to be installed in the accessible toilet is installed at a height suitable for use by someone in a wheelchair.

COMMITTEE RECOMMENDATION: Traill / Bourne

That the DAC supports the installation of retractable baby change facilities (recessed) in all toilets in the new Warilla Library.

CARRIED UNANIMOUSLY

3.5 Recharge Scheme (10740209)

The Community Development Officer advised that the facilities where the RECHARGE points are to be installed will incur some costs for installation of the power points and installation of residual current devices where necessary.

She also advised that promotion stickers have arrived for shop fronts and for users. The committee suggested that Council write to local shopping centre management and explain what we are doing and suggest they come on board as well.

COMMITTEE RECOMMENDATION: Traill / Russo

1. That the DAC receive and note the RECHARGE Scheme report.
2. That the Committee allocate funds for the implementation of the RECHARGE scheme at Council owned facilities and Warilla Library.
3. That additional costs above normal installation come back to the committee for approval.
4. That Council consider designating RECHARGE points at all new community facilities.

4. General Business

4.1 Development Applications requiring input from the Committee

The Community Development Officer, Access and Participation advised that two DA's have been brought to her attention for comment since that last meeting.

DA No: DA0203/2016

Four Storey Mixed Use Development Comprising of Three Residential Units, Two Commercial Shops with Car Parking & Strata Subdivision at Lot 41 DP 632126, 33 Wentworth Street, SHELLHARBOUR NSW 2529

The second one was for redevelopment of the HARS site to enable them to have events.

DA No: DAM0047/2016

Modification to DA 310/2011- Modification of Condition A7, to Include Events for a Maximum of 400 People at Lot 201 DP 1111193, Boomerang Avenue ALBION PARK RAIL NSW 2527

She explained that when such a request is received, she contacts Alex Traill and enlists his assistance to inspect the site and review the plans. Feedback is then provided to Council. The short turnaround time of 14 days means that it is often impossible to bring these matters to the whole committee at a meeting.

In the future, Narelle will email all members of the committee when a DA is submitted for review to give other members of the committee the option of also making comment.

4.2 Outstanding Actions

4.2 Outstanding Actions (10740832)

The Assets Officer advised that Kyle Stevens, the new Senior Assets Officer, will be providing information on these matters for future meetings due to a reassignment of roles in the Assets Department.

Bus Stop Upgrade Priority List

See table - Attachment 1.

The Assets Officer advised that nine designs have been progressed. Five have been finalised and assigned to City Services to undertake the works.

Disability Access Projects Table

The Asset Officer provided an update - See Table 2 attached.

No. 4 – Reddall Reserve Ramp

The ramp has been preliminary scoped for suitability at the proposed location, and a design request has been sent to Engineering. When the design is completed, the cost estimate will be assessed for suitability. Should the works be deemed feasible, the works program will be updated to include the ramp at the next quarterly review.

Action: Asset Officer to assess the design when received and advise the DAC of the outcome.

No. 17 - Yovelton House, Albion Park Rail (Priority 3)

The Mayor suggested that the possibility of involving the Men's Shed in works for this building be investigated as a possible means of reducing costs and gaining community involvement.

Action: Asset Officer to provide specifications and costing to provide hand rails inside the internal bathroom and hand rails at the back steps, within heritage requirements.

No. 19 - Housing Trust Development – Wattle Road

The Committee previously allocated 50% of the cost of installation of disabled access within the Wattle Road and Baragoot Road roundabout to the 2016/17 budget.

The Team Leader Forward Planning and Assets at that time advised that the estimated cost for these works would be \$10,000.

The Assets Officer advised that this project is not eligible for Black Spot funding from the RMS. Other sources of funding are being sought.

Action: Mayor to discuss the possibility of Capital Works funding being provided for the remaining 50% of the cost of installation.

No. 21 - Access to shops on Burdekin Drive, Albion Park (Priority 9)

A request has been received for provision of disabled access to the front of the shops on Burdekin Drive, Albion Park. This is a high use area. There is a community benefit in making the area more accessible.

The Assets officer advised that facilities within the building and the carpark are compliant. Access from the side street is adequate and all ramps are compliant. It is just the part at the front of the building that needs addressing.

Action: Asset Officer to organise a concept design and costing for works at this location.

No. 22 - Elliot Lake Bridge – Access (Priority 6)

The Community Development Officer reported that a cyclist using a three-wheeled bike has requested the curve leading up to the Elliot Lake bridge be widened to make a smoother curve after a recent accident.

A concept design has been developed with an estimated cost of \$1500.

Action: Asset Officer to pursue a final design and costing for the works.

No. 23 - Madigan Boulevard to Reddall Parade, Mt Warrigal – safe access to cycleway (Priority 5)

Council has received a customer request to upgrade access to the share way along Reddall Parade from Madigan Boulevard. This matter was also raised with Spinal Cord Injuries Australia at a recent community meeting.

Action: Assets Officer to organise a concept design and costing for this work and submit the design to the Traffic Committee for consideration.

No. 24 - Konrads Road to Reddall Parade, Mt Warrigal – safe access to cycleway

Council has received a customer request to improve access to the share way along Reddall Parade from Konrads Road.

Action: Assets Officer to organise a concept design and costing for this work and submit the design to the Traffic Committee for consideration.

No. 25 - Investigate the opportunity to provide access to the beaches

The Community Development Officer advised that after discussion with the Beach Supervisor it was determined that the best location for matting would be Shellharbour North Beach. This location was identified because of the nearby accessible toilet and parking. A local resident is confident that they will be able to get donations to fund the matting as a community project.

If this project does go ahead the Committee may wish to consider improvements to path of travel to the carpark. It would be beneficial to quarantine money early in the year and review. Relevant approvals need to be investigated.

The cost of providing a ramp from the car park to the top of the sand access ramp at the beach is being investigated.

Notification has been received that the funding application for the replacement beach wheelchairs was not successful.

Action: Investigate the condition of the beach wheelchairs to see if they have been maintained or need to be replaced or repaired.

No. 26 - Accessible picnic table (across the road from Beverly Whitfield Pool) (Priority 2)

The committee has agreed to approve funding from the Disability Access budget for this project.

Action: Asset Officer to organise design and pursue with Construction. An update will be provided at the next meeting.

No. 27 - Step on Shared Use Path - Koona Street, Albion Park Rail (Priority 7)

At a previous meeting the Community Development Officer tabled a photograph of a section of the Shared Use Path at the Koona Street APR intersection. There is a step which would cause access issues for those using mobility devices or wheelchairs as well as cyclists.

Action: Asset Officer to organise removal of the lip on the kerb ramp.

No. 28 - Shared use path – Spoonbill Place, Albion Park Rail

A steel gate at the entrance to the Shared Use Path from Spoonbill Place, Albion Park Rail is impeding access.

Action: Asset Officer to investigate and determine what purpose the gate has.

No. 29 - Carvele Crescent, Shell Cove

A resident has complained that the path on Carvele Crescent, Shell Cove is a poor design for cyclists or for those using mobility aids as it is too narrow with a sharp bend.

Action: Asset Officer to investigate if this path has been handed over to Council and determine if it is a shared use path or footpath and if it meets Councils DCP.

No. 30 - Pathway shared between Church Street and Macquarie Street, Albion Park (Priority 8)

The footpath/ sharepath between Church Street and Macquarie Street is in poor condition and requires investigation.

Action: Asset Officer to investigate the footpath/ sharepath between Church & Macquarie Street and determine if there are any planned projects at this location.

If no work is planned in this location provide concept design and costings for required improvements.

No. 31 - O'Gorman Street Albion Park in the vicinity of Warrigal Care – request for layback at Drop off / pick up zone (Priority 10)

Council has received a customer request to improve access particularly where buses drop off and pick up residents of Warrigal Care. A layback is requested.

Action: Assets Officer to investigate and organise a design and costing to improve the access.

No. 32 - Addison Street, Shellharbour – Garden bed encroaching onto accessible parking space (Priority 1)

The Mayor previously noted that a garden bed has been placed inside the marked disabled parking space on Addison Street opposite the Ocean Beach Hotel in Shellharbour Village.

The garden beds also encroach on other parking spaces in this location.

Action: Asset Officer to investigate, organise scope of works/ design (if required) and costings to address this issue.

No. 33 – Amenities – Shellharbour North Beach (Priority 4)

The toilet block at Shellharbour Beach has an iron security gate at the entrance. If this gate is locked, access would be unavailable for those using a MLAK key to the accessible toilets.

It was noted that the toilet block at Pelican Park has a similar gate.

The Community Development Officer advised she will speak to the Building Coordinator about this.

Action: Asset Officer to have the doors removed or left open given that MLAK is now fitted.

Other Outstanding Actions

Toilet at rear of Aldi Albion Park Rail

The Assets Officer advised that access for customers to the rear toilet is provided internally.

Action: Completed

Fisher Street, Oak Flats – Car Park

Works to the carpark and access path along Fisher Street, Oak Flats are underway.

Cr Stewart advised that it doesn't appear that the two parking spaces that have been provided are accessible.

Action: Assets Officer to check and report on progress for the next meeting.

Footpath along Wollongong Street, Shellharbour

A resident has requested Council to consider providing a footpath along Wollongong Street, Shellharbour in the vicinity of the foreshore.

The Assets Officer noted the difficulty in providing a footpath at this location due to slope and terrain.

Action: Assets Officer to bring the Footpath Master Plan to the meeting for the committee's information.

Provision of adult sized change table

There is no adult sized change table with a hoist in Shellharbour. There are only two adult sized change rooms in New South Wales; one is at Stockland in Nowra.

The Community Development Officer will investigate the Nowra experience to see what costs are involved and how it is working. She added that Wollongong City Council is looking at the possibility of installing a change table at Stuart Park.

The committee agreed that it would be good to provide one in Shellharbour somewhere. It would be worth considering when larger buildings are being developed or renovated.

The Mayor noted that the Shellharbour Club is currently undergoing major renovations including the provision on a swimming pool in conjunction with McKeon's swimming school. She proposed that we suggest inclusion of an adult sized change room with them.

Action: The Committee approach the Shellharbour Club and Stockland to suggest that they include adult sized changing facilities when they are doing major upgrades.

Signalisation of Traffic Signals

The Community Development Officer advised that she has received an email from a resident involved in cycling complaining that the signalling of traffic lights does not allow adequate time for pedestrians to cross at a crossing before the lights change to Don't Walk.

This is a matter for the RMS. Alex Traill noted that he has discussed the difficulties for people with mobility aids getting across pedestrian crossings in the allocated time with RMS previously.

The Community Development Officer advised that she has emailed RMS regarding this and is waiting on a response.

Action: Completed.

4.3 Feedback from other Council Meetings

Nil

4.4 New Business

Progressing Projects

In order to allow projects to be put into works programs, the committee agreed that once projects are designed and costed the Community Development Officer should

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be advised and an email sent to the individual committee members for approval of funding. This will allow projects to be rolled out in a timely manner.

The Assets Officer highlighted the need to have funding allocated as early as possible to facilitate works within this financial year.

COMMITTEE RECOMMENDATION: Traill / Russo

That the committee bring suggestions for bus stop improvements and other projects for funding to the next meeting.

5. Next Meeting

28 September 2016

Meeting closed 11.11 am

CONFIRMED as a correct record of proceedings at the Disability Access Committee Meeting held 28 September 2016.

General Manager

Chairperson

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Last Updated 27/07/2016 By: Courtney Kadwell

DSAC Project Ref.	Approved by DSAC	Project Description	Project Status
Bus Stop Projects			
14	NOT APPROVED	Bus Stop Upgrade - Wattle Rd, Shellharbour - Sth-Wst Side/ Myimbarr	No Action/ awaiting completion of adjacent development
15	NOT APPROVED	Bus Stop Upgrade - Tongarra Road, Albion Park - Sth Side/ Albion Park School	Investigation - User demand to be determined (priority 3)
16	NOT APPROVED	Bus Stop Upgrade - Shellharbour Road, Barrack Heights - Near Roberts Ave	No Action
20	2014/15	Bus Stop Upgrade - Southern Cross Bvd, Shell Cove.	Design In Progress
21	2014/15	Bus Stop Upgrade - Baragoot Road, Flinders Inst. footpath connections, kerb ramps and tactile	Design In Progress
22	2014/15	Bus Stop Upgrade - Wentworth Street Shellharbour Install tactile, make access compliant	Design Review
23	25/11/2015	Bus Stop Upgrade - 179 Shellharbour road (Oakleigh Park), Warilla	Works Being Programmed
24	25/11/2015	Bus Stop Upgrade - Corner of 1 Arcadia Street and George Street, Warilla Install tactile, make access compliant	Works Being Programmed
25	25/11/2015	Bus Stop Upgrade - 51 Lake Entrance road, Warilla	Works Being Programmed
26	25/11/2015	Bus Stop Upgrade - 71 Shellharbour Road, Warilla	Works Being Programmed
27	25/11/2015	Bus Stop Upgrade - South East side of Dawes Park, Barrack Heights	Works Being Programmed
28	25/11/2015	Bus Stop Upgrade - 95 Shellharbour Road, Warilla	Design Review
29		Bus Stop Upgrade - Elinor Avenue & Lake Entrance Road, Oak Flats	Investigation (priority 1)
30		Bus Stop Upgrade - Terry Street, Albion Park	Investigation (priority 2)

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Last Updated 21/07/2016 By: Courtney Kadwell

DSAC Project Ref.	Approved by DSAC	Project Description	Project Status
Other Projects			
3	NOT APPROVED	Footpath - John Street, Shellharbour - Provide connection from Bev Whitfield Pool to Shellharbour Sth Beach	No Action
4	2014/15	Reddall Reserve Ramp	The DAC has agreed to put \$15k into a capital project number. Council is to investigate possibility of matching the funding for this project in 2016/17 or 17/18
14	NOT APPROVED	Footpath - Holm Place, Shellharbour City Centre - Install new footpath, Wst Side/ KFC to Aldi (Shellharbour)	No Action - S94
16	NOT APPROVED	Seating - Albion Park Community Centre, Albion Park - Provide Seating	Investigation
17	11/05/2016	Yovelton House/ Koori Men's Group Handrail inside the men's bathroom and handrail at the back steps (within heritage requirements)	Investigation (priority 3)
19	2014/15	Wattle Rd Access Improvements	Investigation
21	11/05/2016	Shop Access - Burdekin Drive/ Delecia Ave	Investigation (priority 9)
22	11/05/2016	Shared Path - Elliot Lake Bridge, Warilla - Widen the path on the Sth side of bridge to provide a smoother curve	Investigation (priority 6)
23	11/05/2016	Share Path Access - Madigan Boulevard to Reddall Pde, Mount Warrigal - Investigate provision of safe access to cycleway along Reddall Pde	Investigation (priority 5)
24	11/05/2016	Share Path Access - Konrads Road to Reddall Pde, Mount Warrigal - Investigate provision of safe access to cycleway along Reddall Pde	Investigation (priority 5)
25	NOT APPROVED	Beach Access	Investigation
26	11/05/2016	Picnic Table - Shellharbour Foreshore (across from Beverly Whitfield Pool)	Investigation (priority 2)
27	11/05/2016	Shared Path - Koono Street, Albion Park Rail - Remove step	Investigation (priority 7)
28	11/05/2016	Shared Path - Spoonbill Place, Albion Park Rail - Steel Gate Entrance investigate options	Investigation (priority 7)
29	NOT APPROVED	Footpath - Carvele Crescent, Shell Cove - Has this been handed to council and meet councils DCP	Investigation
30	11/05/2016	Footpath - between Church Street and Macquarie Street, Albion Park - Poor condition and req investigation	Investigation (priority 8)

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DSAC Project Ref.	Approved by DSAC	Project Description	Project Status
31	11/05/2016	Kerb Ramp - O'Gormans Street, Albion Park (near warrigal care) - request addition of layback at drop off pick up location	Investigation (priority 10)
32	11/05/2016	Parking - Addison Street, Shellharbour - Garden bed encroaching onto accessible parking Space	Investigation (priority 1)
33	11/05/2016	Amenities - Shellharbour (Nth Beach) - Remove lockable gate from accessible toilets.	Investigation (priority 4)
34	20/07/2016	Accessible parking Memorial Drive & Kerb Ramp on Bimbala Place, Shellharbour City Centre	Investigation
35	20/07/2016	Recharge Scheme	Investigation