

**Minutes of the Disability Access Committee Meeting
held at the Shellharbour Club meeting room
on Wednesday 30 November 2016 commencing at 11.10 am**

Present:

| | |
|---------------------------|----------------------------------|
| Mayor Councillor M Saliba | Shellharbour City Council (part) |
| Mr Alex Traill | Community Representative |
| Mr Mario Russo | Community Representative |
| Mr Eino Okkonen | Community Representative |
| Ms Mel Gorman | Spinal Cord Injuries Australia |

In Attendance:

| | |
|----------------------|--|
| Ms Narelle Williams | Community Development Officer |
| Ms Courtney Kadwell | Assets Officer |
| Mr Kyle Stevens | Senior Assets Officer |
| Ms Karri Ryan | Trainee Civil Engineer – Assets & Projects |
| Mr Mitch Copas | Beach Lifeguard Supervisor |
| Ms Bernadette Sharpe | Strategic Planner |
| 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 Team Leader Asset Management - Nagitha Jayasinghe, Luise Bourne and Cr Stewart.

Note: Councillor Stewart also asked that her best wishes for Christmas and the New Year and thanks for the committee's contribution this year be passed on.

The Mayor sent an apology explaining that she would be arriving late to the meeting due to other commitments and requested that the meeting commence without her.

COMMITTEE RECOMMENDATION: Traill / Gorman

That the apologies as tendered be accepted.

2. Confirmation of Minutes

Disabilities Services Advisory Committee Meeting 28 September 2016

COMMITTEE RECOMMENDATION: Traill / Gorman

That the Minutes of the Disability Access Committee Meeting held on 28 September 2016 as circulated be taken as read and confirmed as a correct record of proceedings.

2a. Business Arising from Minutes

Revision of Council's Development Control Plan (DCP)

Council's Strategic Planner – Bernadette Sharpe, attended the meeting to provide an update on progress of the revision of Council's DCP and feedback to the committee on comments made at the last DAC meeting.

Comments from the committee:

- Prefer Australian Standard AS 1428.2 in all circumstances instead of AS 14281

A note will be made in the Appendix to reference that change.

- Parking standards in Queensland – 2 tiered parking system

This is being investigated. A Control will be drafted up for the committee's consideration.

- Signage confusion at amenity blocks

This will be checked against the Standard to ensure the best signage is ensured.

- Roll top kerbs – Calderwood

A Voluntary Planning Agreement for Calderwood is in place. Bernadette advised that they are waiting for advice from the Manager Engineering Services regarding pathways and roll top kerbs.

Bernadette advised that copies of the draft controls will be provided for the committee early next year. The Draft revised DCP will be placed on public exhibition before adoption.

3. Staff Reports

3.1 Disability Inclusion Action Plan (10794681)

The Community Development Officer advised extensive consultation is being undertaken for the Disability Inclusion Plan. Footpaths and kerb ramps are high on the list of people's concerns.

Narelle also advised that a comment was received from on resident about the problem for people with sensory disabilities who attend events where balloons are used.

Council's Policy is to prohibit the release of balloons at all events on public land or at those events conducted by Shellharbour City Council. Council also discourages the use of balloons at events on private land in the Shellharbour Local Government Area.

Three residents made comment that they believe a pedestrian crossing is needed on Benson Avenue in the vicinity of the retirement village due to the speed of traffic and increased use by pedestrians from the residences on the southern side of Benson Avenue.

Narelle noted that the committee has previously funded a pedestrian refuge on Benson Avenue to try to address these concerns. The Traffic Committee were previously consulted but did not support a pedestrian crossing at that time.

The Asset Officer advised that signalisation at the intersection of Benson Avenue and Lamerton Crescent is planned as part of a new large housing development on Benson Avenue.

COMMITTEE RECOMMENDATION: Traill / Russo

1. That the DAC receives and notes the report.
2. That an extraordinary meeting be organised for late January to consider the Disability Access Plan.
3. That the resident concerned about balloon use at events be advised of the Sustainable Events Management Policy provisions.
4. That the Traffic Committee be requested to conduct a review of traffic conditions on Benson Avenue and the viability of a pedestrian crossing being provided where the current pedestrian refuge is located.

CARRIED UNANIMOUSLY

3.2 International Day of People with a Disability Calendar of Events (10794780)

International Day of People with a Disability is held on 3 December each year. To celebrate the event, Council produces a 'Calendar of Events' that promotes local events being hosted by organisations in celebration of the day.

COMMITTEE RECOMMENDATION: Traill / Russo

That the DAC receive and note this report.

3.3 Access to Shellharbour North Beach (10794790)

At the previous Disability Access Committee (DAC) meeting held on Wednesday 28 September 2016, the committee recommended that Shellharbour Surf Life Saving Club be approached regarding the possibility of assisting with access and use of the wheelchair and the mobi-matting on the weekends when Council staff are not available.

The Beach Lifeguard Supervisor, Mitch Copas, addressed the committee on the matter. He advised that he believes it would be best to find a way to work around this without using the surf club. Problems with control, accountability, training for the correct use of the equipment and liability for damage were his major concerns. He stated that it would be better for Council to provide funding so that gap in services for weekends from September to December be provided by trained Council staff.

The Asset Officer suggested that advice be placed on Council's website to advise when the equipment is available and when conditions at the beach mean that it cannot be used similar to that for the pools.

Once the matting is installed, data will be collected on use. This may assist any application for funding for increased availability.

COMMITTEE RECOMMENDATION: Traill / Gorman

1. That the DAC receive and note this report.
2. The Committee supports the use of the mobi-matting only on weekdays or when council staff are available.
3. That funding be sought for Council to be able to put out the matting on weekends from September through to the summer school holidays.

CARRIED UNANIMOUSLY

3.4 Bus Shelter Design (10794792)

The committee has been asked to specify which of the two bus shelters illustrated in the business paper that they prefer to see installed across the City.

Both shelters are made by the same manufacturer and have space for wheelchair storage.

Option 1 is the bus shelter currently being installed and may be the only option in some location due to space limitations. The cost of option 1 is around \$13 000 each.

Option 2 provides more protection from the weather and opportunities for advertisement. The cost of options 2 is around \$14 300 each.

Option 3 is a combination of Option 1 and Option 2, where Option 2 is the preferred option however it recognises that Option 1 is required in some areas due to the location and available space.

COMMITTEE RECOMMENDATION: Traill / Russo

That:

1. The DAC receive and note this report.
2. The committee support Option 3 as the bus shelter design to be installed into the future.
3. Accessible path of travel must be provided for any bus shelter being supported by the committee and new bus shelters.

3.5 Recharge Scheme (10794793)

The Community Development officer advised that Warilla Baptist Church have completed documentation for them to be part of the scheme.

The Asset Officer advised that quotes for installation have been provided.

An update will be provided for the next meeting.

RECOMMENDATION: Russo / Gorman

That the DAC receive and note this report.

Note: the Mayor arrived at the meeting at 11.40am

4. General Business

4.1 Development Applications requiring input from the Committee

Nil

4.2 Outstanding Actions (10795104)

The Senior Asset Officer advised that the forecast budget is being confirmed. Funds not expended from last year's budget will be rolled over once forecast expenditures are provided. The Senior Asset Officer will develop a draft program of works and liaise with the Community Development Officer.

Bus Stop Upgrade Priority List

See table - Attachment 1.

Disability Access Projects Table

See Table 2 attached.

No. 4 – Reddall Reserve Ramp

A design for the ramp was developed by Engineering Department however the Environment Team conducted a review of environmental factors for the design and had concerns that the design footprint is too large. There were also problems with the length of the hand rail. The Environment Team suggested that a design parallel to the wall may be a better option.

The Engineering Department are now conducting a redesign of the ramp with those concerns in mind.

The Disability Access Committee has approved funding for half the costs for the ramp. The Senior Asset Officer advised that he is investigating the possibility of using Section 94 funds for the remaining costs rather than using funds from the Asset Improvement Program. This would allow \$15,000 to be reallocated to fund the works proposed for Wattle Road. This will be confirmed at the next meeting.

Action: Project has been sent back to the design team for a redesign. Senior Asset Officer to confirm funding allocation for the remaining costs for the project.

No. 19 - Housing Trust Development – Wattle Road

The Committee has allocated \$5,000 to the cost of installation of disabled access within the Wattle Road and Baragoot Road roundabout to the 2016/17 budget. It is proposed to use the \$15,000 allocated to the Reddall Reserve Ramp project to fund the difference.

Action: The design has been completed. Senior Asset Officer to confirm funding allocation for the remaining costs for the project.

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.

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

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

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 \$1,500.

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 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.

The Community Development Officer advised that the resident who made the original request has now approached Council with a different proposal. They suggest that they would prefer access to be provided from the Mackenzie Avenue shopping centre car park.

Action: Assets Officer to investigate and 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 (Priority 5)

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. 26 - Accessible picnic table (across the road from Beverly Whitfield Pool) (Priority 2)

The committee has approved funding from the Disability Access budget for this project.

Action: Asset Officer to organise design and pursue with Construction. Provide update to the next meeting.

No. 27 - Step on Shared Use Path - Koono 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 Koono Street, Albion Park Rail 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 options for improvement.

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.

The Assets Officer advised that the toilets at Little Park were inspected and are not compliant with current standards.

Action: That improvements to the functionality of the accessible toilets at Little Park be implemented including removal of the nib wall and replacement of the locks and latch.

Other Outstanding Actions

Fisher Street, Oak Flats – Car Park

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

Action: Assets Officer to check and report on progress and that the accessible parking spaces are compliant.

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: Letters to Stockland and the Shellharbour Club have been written asking that the Shellharbour Club and Stockland include adult sized changing facilities when they are doing major upgrades. Still waiting on a response.

Signalisation of Traffic Signals

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

Action: waiting on response.

4.3 Feedback from other Council Meetings

Nil

4.4 New Business

Mackenzie Avenue Shops, Mt Warrigal

A resident has raised concerns with regards to the accessible parking at the Mackenzie Avenue Shops. To access the kerb ramp he has to push behind parked cars that may reverse and not see him.

Action: Assets Officer to investigate and organise a design and costing to improve the access from the parking space to the shops and the Reddall Parade shared path.

Accessible barbeques

Mel Gorman advised that it would be good for Council to consider providing accessible barbeques in parks in the city. She will send a link to an example of these barbeques to Narelle.

Action: Accessible barbeques to be provided at new facilities and at replacement of old barbeques.

Policy for Family advocates in hospitals

Alex advised that he recently attended a forum to inform Council's Disability Inclusion Action Plan. Whilst at the meeting he was approached by a community member who had concerns regarding the ability of family members/carers to act as advocates to support their family members with a disability who are accessing services from Shellharbour hospital.

The committee agreed to write to Shellharbour Hospital to determine whether they had a policy addressing the ability of a family advocate to support people with a disability whilst at Shellharbour Hospital and to advocate for the development of a policy if one doesn't exist.

Action: That Council write to Shellharbour Hospital in support of implementing a policy for family advocates for people with a disability.

Accessible fishing locations

Eino advised that he recently attended a meeting regarding Lake Illawarra Coastal Zone Management Plan. He raised the subject of accessible fishing locations and asked that Shellharbour Council also consider improvements to locations along the lake foreshore.

Croom Stadium parking

Mario noted that there is a steep slope from the parking area at Croom Stadium to the entrance which is difficult for people with a disability to negotiate. He suggested that a handrail would be of assistance. There are two accessible parking spaces on the upper level but these are often occupied.

Eino suggested that another accessible parking space could be provided where the grass area near the entrance on the top level is.

Action: The Senior Asset Officer will investigate improvements including providing another accessible space on the top level and the possible availability of Section 94 funds to fund improvements.

5. Next Meeting

8 March 2016

The Mayor thanked the committee and staff for their contribution throughout the year and wished everyone a happy Christmas and new year.

Meeting closed 12.15 am

CONFIRMED as a correct record of proceedings at the Disability Access Committee Meeting held 8 March 2016.

General Manager

Chairperson

SHELLHARBOUR CITY COUNCIL

Disability Access Committee Meeting – 30 November 2016

Attachment 1 – Disability Access Projects Table for Bus Stops

The following table includes projects recently completed, current funded projects and unfunded projects. For details on project completed prior, see previous Disability Access Committee Meeting Minutes.

| DSAC Project Ref. | Approved by DSAC | Category | Project Description | Project Status |
|--------------------------|------------------|----------|--|--|
| Bus Stop Projects | | | | |
| B14 | NOT APPROVED | Bus Stop | Bus Stop Upgrade - Wattle Rd, Shellharbour - Sth-Wst Side/ Myimbarr | No Action/ awaiting completion of adjacent development |
| B15 | NOT APPROVED | Bus Stop | Bus Stop Upgrade - Tongarra Road, Albion Park - Sth Side/ Albion Park School | Investigation - User demand to be determined (priority 3) |
| B16 | NOT APPROVED | Bus Stop | Bus Stop Upgrade - Shellharbour Road, Barrack Heights - Near Roberts Ave | No Action |
| B20 | 2014/15 | Bus Stop | Bus Stop Upgrade - Southern Cross Blvd, Shell Cove. | Design In Progress |
| B21 | 2014/15 | Bus Stop | Bus Stop Upgrade - Baragoot Road, Flinders Inst. footpath connections, kerb ramps and tactile | Design In Progress |
| B22 | 2014/15 | Bus Stop | Bus Stop Upgrade - Wentworth Street Shellharbour Install tactile, make access compliant | Works Completed |
| B23 | 25/11/2015 | Bus Stop | Bus Stop Upgrade - 179 Shellharbour road (Oakleigh Park), Warilla | Works Completed |
| B24 | 25/11/2015 | Bus Stop | Bus Stop Upgrade - Corner of 1 Arcadia Street and George Street, Warilla Install tactile, make access compliant | Construction Programmed For December 2016 |
| B25 | 25/11/2015 | Bus Stop | Bus Stop Upgrade - 51 Lake Entrance road, Warilla | Works Completed |
| B26 | 25/11/2015 | Bus Stop | Bus Stop Upgrade - 71 Shellharbour Road, Warilla | Works Completed |
| B27 | 25/11/2015 | Bus Stop | Bus Stop Upgrade - South East side of Dawes Park, Barrack Heights | Works Being Programmed |
| B28 | 25/11/2015 | Bus Stop | Bus Stop Upgrade - 95 Shellharbour Road, Warilla | Design received. Delivery to be undertaken by City Services |
| B29 | | Bus Stop | Bus Stop Upgrade - Eleanore Avenue & Lake Entrance Road, Oak Flats | Design received. Delivery to be undertaken by City Services. DAC funds not needed and proposed to supplement Wattle Rd Access Improvements |
| B30 | | Bus Stop | Bus Stop Upgrade - Terry Street, Albion Park | Currently being investigated and scoped by Assets staff |

SHELLHARBOUR CITY COUNCIL

Disability Access Committee Meeting – 30 November 2016

Attachment 2 – Disability Access Projects Table for Bus Other Projects

The following table includes projects recently completed, current funded projects and unfunded projects. For details on project completed prior, see previous Disability Access Committee Meeting Minutes.

| DSAC Project Ref. | Approved by DSAC | Category | Project Description | Project Status |
|---------------------------|------------------|---------------------|---|--|
| Other DAC Projects | | | | |
| 3 | NOT APPROVED | Footpath | Footpath - John Street, Shellharbour - Provide connection from Bev Whitfield Pool to Shellharbour Sth Beach | No Action |
| 4 | 23/08/2016 | Beach Accessibility | Reddall Reserve Disability Access Ramp | The DAC has agreed to put \$15k into a capital project number. Council investigating use of S94 funds to be utilised in place of AIP funding. This will allow AIP funding to be utilised for Wattle Rd Access Improvements (Project 19). Design has been received, though being redesigned to minimised footprint and environmental disturbance. |
| 14 | NOT APPROVED | Footpath | Footpath - Holm Place, Shellharbour City Centre - Install new footpath, Wst Side/ KFC to Aldi (Shellharbour) | No Action - S94 |
| 16 | NOT APPROVED | Seating | Seating - Albion Park Community Centre, Albion Park - Provide Seating | Investigation |
| 17 | 11/05/2016 | Amenities | 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 | Footpath | Wattle Rd Access Improvements | Design completed. Proposed to allocate \$3k DAC from Eleanore Bus Stop project and \$15k AIP from Mobility Mat project (777714) to fund difference. Once funding confirmed, will be issued to City Services to undertake the works. |
| 21 | 11/05/2016 | Footpath | Shop Access - Burdekin Drive/ Delecia Ave | Investigation (priority 9) |
| 22 | 11/05/2016 | Footpath | 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 | Footpath | Share Path Access - Madigan Boulevard to Reddall Pde, Mount Warrigal - Investigate provision of safe access to cycleway along Reddall Pde | Investigation (priority 5) |

SHELLHARBOUR CITY COUNCIL

Disability Access Committee Meeting – 30 November 2016

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| 24 | 11/05/2016 | Footpath | Share Path Access - Konrads Road to Reddall Pde, Mount Warrigal - Investigate provision of safe access to cycleway along Reddall Pde | Investigation (priority 5) |
| 25 | 28/07/2016 | Beach Accessibility | Mobility Mat Shellharbour North Beach (Beach Access) | Undertaken as Council S94 Project |
| 26 | 11/05/2016 | Open Spaces | Picnic Table - Shellharbour Foreshore (across from Beverly Whitfield Pool) | Investigation (priority 2) |
| 27 | 11/05/2016 | Footpath | Shared Path - Koonaa Street, Albion Park Rail - Remove step | Investigation (priority 7) |
| 28 | 11/05/2016 | Footpath | Shared Path - Spoonbill Place, Albion Park Rail - Steel Gate Entrance investigate options | Investigation (priority 7) |
| 29 | NOT APPROVED | Footpath | Footpath - Carvele Crescent, Shell Cove - Has this been handed to council and meet councils DCP | Investigation |
| 30 | 11/05/2016 | Footpath | Footpath - between Church Street and Macquarie Street, Albion Park - Poor condition and req investigation | Investigation (priority 8) |
| 31 | 11/05/2016 | Footpath | 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 | Parking - Addison Street, Shellharbour - Garden bed encroaching onto accessible parking Space | Investigation (priority 1) |
| O33 | 11/05/2016 | Amenities | Amenities - Shellharbour (Nth Beach) - Remove lockable gate from accessible toilets. | Investigation (priority 4) |
| O34 | 20/07/2016 | Parking | Accessible parking Memorial Drive & Kerb Ramp on Bimbala Place, Shellharbour City Centre | Investigation |
| O35 | 20/07/2016 | Facilities | Recharge Scheme | Investigation |