

**Minutes of the Disability Access
and Inclusion Advisory Committee Meeting
Held Ground Floor Training Room, Shellharbour Civic Centre
On Wednesday 11 July 2018 commencing at 10:00 am**

Present:

Councillor M Hamilton	Shellharbour City Council
Mr Alex Traill	Community Representative
Mr Mario Russo	Community Representative
Mr Eric Klein	Community Representative
Ms Deeann Green	Community Representative

In Attendance:

Ms Narelle Williams	Community Development Officer
Bernadette Sharpe	Recreational Planner
Mr Shaun Robinson	Senior Asset Engineer
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.

Councillor Hamilton requested that the Community Development Officer Chair the meeting.

The Committee agreed to deal with Item 3.3 first on the agenda.

3.3 Accessible Play at Reddall Reserve

Bernadette Sharpe, Council's Recreation Planner explained her role at Council.

She stated that she has noted that Council and the Disability Access and Inclusion Plan express a desire for inclusive open spaces. Her position has been created to try to instigate some more strategic planning for open spaces to help with funding and provision of appropriate facilities in the right place.

Bernadette expressed her desire to work with the DAIAC as a consultative body for projects that are coming up. She explained that she had been part of a State Government advisory board instigated to help create "Everyone Can Play in NSW" All-inclusive playground design guidelines for councils to use to design play spaces

to make them more inclusive. The group consisted of more than 50 people including manufacturers of equipment.

The guidelines are to come out this month to review. Bernadette will advise the committee when that occurs and seek input from the committee for a collective response from Council. The guidelines won't be legislated but will help guide best practice.

She explained that one of first things she is working on is providing an all-inclusive playground in Shellharbour. There is some equipment in some places but nothing with all aspects such as access, transport and the variety of equipment addressed.

The committee discussed where the best place for an initial all-inclusive playground. The need for something in the west of the city was also discussed.

Bernadette advised that Lend Lease have indicated that they will include an all-inclusive playground as part of the Calderwood development.

The committee agreed in principle that Reddall Reserve would be a good place for an initial all-inclusive playground because of the facilities already in place there.

Bernadette said that she would welcome input from the committee regarding this project and any other advice they consider important.

The Chair thanked Bernadette for attending the meeting.

Bernadette left the meeting at 10:10 am.

Note: The normal order of business was resumed at this point.

1. Apologies / Leave of Absence

An apology was tendered on behalf of the Mayor, Ilinka Brankovic, Christine Jeffreys, Bronwyn Howlett and Paul Hartley.

COMMITTEE RECOMMENDATION: That the apologies as tendered be accepted.

Mario Russo noted that one of the Community Representatives appears to have not met the Terms of Reference of the Committee with regard to attendance at meetings.

The Community Development Officer will check the Terms of Reference and see if this is the case.

The need for community representatives to attend meetings was reinforced. The committee requested that the Terms of Reference be reviewed to clarify the criteria with regards to representatives who fail to attend meetings without apology.

COMMITTEE RECOMMENDATION: Russo / Klein

That the Terms of Reference of the Disability Access and Inclusion Advisory Committee be reviewed to clarify the criteria with regards to representatives who fail to attend meetings without apology.

CARRIED

2. Confirmation of Minutes

Disabilities Access and Inclusion Advisory Committee Meeting 9 May 2018

COMMITTEE RECOMMENDATION: Green / Klein

That the Minutes of the Disability Services Access and Inclusion Advisory Committee Meeting held on 9 May as circulated be taken as read and confirmed as a correct record of proceedings.

CARRIED

2.1 Business Arising from Minutes

2.1.1 Update of Actions from previous meeting Minutes

See memo and table attached.

2.1.2 Update on Disability Access and Inclusion Projects Table

The Senior Asset Engineer provided an update on projects. See table Attached.

Cancelled items will be removed from the list.

Alex Traill noted the importance of ensuring that the line-marking in Addison Street where the new access ramp has been installed indicate that the ramp must be kept clear.

COMMITTEE RECOMMENDATION: Traill / Green

That a letter be sent to Aldi at Albion Park Rail requesting a ramp be installed to improve access for nearby residents.

CARRIED

3. Staff Reports

3.1 Access and inclusion matters requiring input outside of committee meetings (11069710)

DA Internal Referrals – Disability Access

College Ave – shops and accommodation. Comments have been provided. The plans were provided for members of the committee to look at if they desired after the meeting.

Mixed use development on Cygnet Avenue including a child care centre – Mario Russo and Alex Traill had a look.

Their main concerns are accessible path of travel and gradient.

The comments provided included the recommendation that a ramp to medical centre be installed rather than steps.

Accessible Parking Central avenue Oak Flats

Recommendations were provided in the business paper.

Easy Read Training

The Community Development Officer advised that nine staff attended the training. The colour and readability of Council documents will be reviewed beginning with flyers.

COMMITTEE RECOMMENDATION: Traill / Hamilton

That DAIAC receive and note the report.

CARRIED

3.2 New matters for the Committee to consider since our last meeting (11068990)

1. Provision of additional accessible car parking spaces at the Shellharbour City Stadium, Albion Park Rail

Wheelchair Basketball Illawarra has requested additional car parking spaces adjacent to the main entrance of the stadium. There are four accessible car parking spaces at the stadium - two up the top (near the staff parking) and two down the bottom.

COMMITTEE RECOMMENDATION: Klein / Russo

1. That the Assets Team investigate the feasibility of providing an additional two or three accessible car parking spaces adjacent to the main entry of the Shellharbour City Stadium ideally where the existing spots are provided. Further, that one more accessible parking space be provided in the main car park down the bottom section of the carpark as an overflow.
3. The item to be added on the Disability Access and Inclusion Projects Table as a Non Funded Project.
4. Wheelchair Basketball Illawarra be advised of the outcome of this matter.

CARRIED UNANIMOUSLY

2. Blackbutt Way accessible car parking space

The Senior Asset Engineer will inspect the path and if needed will request it be renewed under the capital works program.

COMMITTEE RECOMMENDATION: Traill / Klein

1. That the Assets Team investigate whether the existing pathway provides an accessible path of travel from the car parking space to the toilet block.
2. The item to be added on the Disability Access and Inclusion Projects Table as a Non Funded Project.
3. The resident be contacted and advised of the action resulting from this matter.

CARRIED

3. Accessible parking Western Side Myimbarr, Flinders

Members of Little Athletics have raised two concerns regarding accessible parking at the Western Side of Myimbarr. There are currently 192 spaces with 6 accessible.

COMMITTEE RECOMMENDATION: Traill / Klein

1. That the Assets Team investigate the possibility of providing additional access ramps and accessible parking spaces in this location and reviewing the layout of the car parking spaces to bring them up to standard.
2. The Assets Team investigate whether this work can be carried out under the general maintenance program.
3. The item to be added on the Disability Access and Inclusion Projects Table as a Non Funded Project.

CARRIED UNANIMOUSLY

3.3 Accessible Play at Reddall Reserve

This item was dealt with first on the agenda.

4. General Business

4.1 Development Applications requiring input from the Committee

Dealt with out of session – see item 3.1.

4.2 Feedback from other Council Meetings

Nil

4.3 New Business

Mobility Ramp – Warilla Grove

The Community Development Officer advised that a resident has advised a hazard when using a mobility scooter on the access ramp from the underground carpark at Warilla Grove. He has requested that Warilla Grove management install a mirror on the ramp to improve visibility when negotiating the turns, however management have not agreed to do this.

As this is not a Council facility there is little that Council can do.

COMMITTEE RECOMMENDATION: Traill / Green

That Council write to Warilla Grove management supporting the resident's request and requesting that they review the situation.

CARRIED UNANIMOUSLY

Signage at Council indicating where accessible toilets are located

The Community Development Officer advised that signage currently installed in the Civic Centre public spaces does not indicate the location of accessible toilets.

COMMITTEE RECOMMENDATION: Green / Klein

That signage be updated to indicate the location of accessible toilets in the Civic Centre public spaces.

CARRIED

Sensory Boards for the libraries

The Community Development Officer advised that Council libraries have been successful in obtaining a grant for provision of sensory boards. She tabled a poster inviting people to come and explore the boards.

Moving a bollard in the Civic Centre carpark to create more accessible parking

Eric Klein again raised the possibility of removing a metal bollard in the Civic Centre public car park to create more accessible parking spaces close to the lifts.

This matter has been referred to the Civic Centre Project Delivery Officer.

The Senior Asset Engineer will take inspect and follow up.

Ideas for future meetings

The committee agreed it would be beneficial to:

- Have a tour of the Civic Centre and library after the next meeting.
- That Lend Lease be requested to attend a meeting to discuss initiatives being implemented at Calderwood.

5. Next Meeting

12 September 2018

Meeting closed 11:30 am

TO: Disability Access and Inclusion Advisory Committee
SUBJECT: Asset Planning Update on Disability Access and Inclusion Projects
DATE: 10 July 2018
AUTHOR: Senior Asset Engineer – Shaun Robinson

The Disability Access and Inclusion Advisory Committee (DAIAC) Projects Table (see Attachment 1) provides an update on all projects reported as not completed at the 9 May 2018 DAIAC Meeting.

That withstanding, please see the following for additional detail:

2017/18 Disability Access and Inclusion Program

The following six projects were the only 2017/18 projects not completed as at the previous DAIAC Meeting.

The status of these projects is now as follows:

- B21 Bus Stop Upgrade – 8 Baragoot Rd Flinders
 - Project complete.



- B34 bus Stop Upgrade – 164 Princes Hwy APR
 - Project Complete.



- O39 Picnic Table Shelter – Shellharbour Foreshore
 - Project in progress. To be completed by end of July.

- B33 Bus Stop Upgrade – 17 Ash Ave APR
 - Re-design currently in progress.
- O32 Parking - Addison St Shellharbour
 - Project in progress. Line marking still to be installed.
- O50 Access & Amenities - McDonald Park Tennis Club
 - Design completed and awaiting construction. Pending discussions with lease holder, estimated to be completed by end of September.

2018/19 Disability Access and Inclusion Program

At 9 May 2018 DAIAC Meeting, it was approved that fifteen projects will form the 2018/19 Disability Access and Inclusion Program - which has a total budget of \$66,300.

Unfortunately, upon review of the individual cost estimates, it has been identified that the total budget required to deliver all fifteen projects is \$85,100 – exceeding the available budget by \$18,800.

In light of this budget shortfall the following is proposed:

- Project B38 Bus Stop Upgrade – 7 Church St Albion Park is removed from the 18/19 Program. The impact to the community on the removal of this project will be minimal as this bus stop is no longer utilised by Premier Illawarra, with the Route 77 only stopping on the eastern side of Church St.
- Project B39 Bus Stop Upgrade – 17 Church St Albion Park is placed on hold and delivered only if savings are encountered in other projects. If sufficient funds do not remain in 2018/19 then the project will be deferred to 2019/20.

Attachment 1 – DAIAC Projects Table

DAIAC Project Ref.	DAIAC Approval Date	Program Year	Project	Location	Scope	Cost Estimate	Priority	Status
O39	10/05/2017	2017/18	Picnic Table Shelter - Shellharbour Foreshore	Shellharbour Foreshore (between Beverly Whitfield Pool and Little Park)	Install shelter over existing picnic table Notes: Options being investigated by councils asset officer and recreational planner. Concept design being prepared.	\$15,000		Construction In Progress
B21	2014/15	2017/18	Bus Stop Upgrade - 8-12 Baragoot Road Flinders	8-12 Baragoot Road Flinders	Provide compliant accessible bus stop including: Inst. footpath connections, kerb ramps and tactile	\$10,000		Project complete
B33	23/08/2017	2017/18	Bus Stop Upgrade - 17 Ash Avenue Albion Park Rail	17 Ash Avenue Albion Park Rail (near ALDI & retirement village)	Provide compliant accessible bus stop Notes: Redesign required - based on comments from road safety officer	\$2,500		Design In Progress
B34	23/08/2017	2017/18	Bus Stop Upgrade - 164 Princes Highway Albion Park Rail	164 Princes Highway Albion Park Rail (near the Caltex)	Provide compliant accessible bus stop including: 1) Connect footpath to slab, 2) Modify existing slab, 3) Cut existing seating to allow for wheelchair access, 4) Install tactile markers	\$3,500		Project complete
O32	11/05/2016	2017/18	Parking - Addison Street Shellharbour	9 Addison Street Shellharbour	Construct new kerb ramp and provide new line marking in accordance with AS 1428.1 and AS 2890.6 Notes: Garden bed encroaching accessible parking Space	\$2,500		Construction In Progress
O50	23/09/2017	2017/18	Access & Amenities - McDonald Park Tennis Club	Tongarra Road Albion Park Rail	Provide access ramps and accessible amenities	\$15,000		Awaiting Construction
B35	09/05/2018	2018/19	Bus Stop Upgrade - 249 Princes Highway, Albion Park Rail	249 Princes Highway, Albion Park Rail	Provide compliant accessible bus stop including: 1) Modify existing slab, 2) Install tactile markers	\$5,000	1	Awaiting Construction

DAIAC Project Ref.	DAIAC Approval Date	Program Year	Project	Location	Scope	Cost Estimate	Priority	Status
O49	09/05/2018	2018/19	Parking - Warilla Beach (Near Surf Club)	Osborne Parade Warilla (Strong Reserve)	Provide connecting footpath, no parking zone in front of the kerb ramp access and new line marking in accordance with AS 2890.6	\$5,500	1	Awaiting Construction
B36	09/05/2018	2018/19	Bus Stop Upgrade - 246 Princess Highway, Albion Park Rail	246 Princess Highway, Albion Park Rail	Provide compliant accessible bus stop including: 1) Install tactile markers	\$800	2	Awaiting Construction
O53 (2)	09/05/2018	2018/19	Parking - 67 Central Avenue Oak Flats	67 Central Avenue Oak Flats	line marking of shared area to be consistent with Australian Standards, Installation of correct signage, provide access ramp	\$10,000	2	Design In Progress
B15	09/05/2018	2018/19	Bus Stop Upgrade - 179 Tongarra Road Albion Park	179 Tongarra Road Albion Park (across from Albion Park Public School)	Provide compliant accessible bus stop	\$3,000	3	Awaiting Construction
O56	09/05/2018	2018/19	Beach Access - Mobi-matting - Shellharbour North Beach	Shellharbour North Beach	Purchase of 30m of Mobi-matting and associated Roll and Stow equipment to the value of \$14,500	\$14,500	3	To be purchased
B37	09/05/2018	2018/19	Bus Stop Upgrade - 1 Burra Place, Shellharbour City Centre	1 Burra Place, Shellharbour City Centre	Provide compliant accessible bus stop including: 1) Install tactile markers	\$800	4	Design In Progress
O28	09/05/2018	2018/19	Shared Path Access - Spoonbill Place Albion Park Rail	Adjacent to 2 Spoonbill Place Albion Park Rail	TBC Notes: Investigate options at the steel gate entrance	\$4,000	4	Design In Progress
O35	20/07/2016	2018/19	Recharge Scheme	Various	Provide charge point(s) suitably located within and or around council facilities Notes: Suggested locations include; HACC Centre, Croome Stadium, Blackbutt Youth Centre, Flinders & Shell Cove Community Centre.	\$2,500	4	Investigation In Progress
O44	09/05/2018	2018/19	Parking - Reddall Reserve	Reddall Parade Lake Illawarra	Reconfigure linemarking to allow for path access	\$2,000	4	Design In Progress

DAIAC Project Ref.	DAIAC Approval Date	Program Year	Project	Location	Scope	Cost Estimate	Priority	Status
					Notes: Pram ramp is in the incorrect location in relation to the accessible parking space.			
O53 (1)	09/05/2018	2018/19	Parking - 53 Central Avenue Oak Flats	53 Central Avenue Oak Flats	line marking of shared area to be consistent with Australian Standards, Installation of correct signage	\$1,500	4	Design In Progress
O53 (3)	09/05/2018	2018/19	Parking - 58-60 Central Avenue Oak Flats	58-60 Central Avenue Oak Flats	provide access ramp, update line marking to be consistent with Australian Standards	\$5,000	4	Design In Progress
B38	09/05/2018	2018/19	Bus Stop Upgrade - 7 Church Street, Albion Park	7 Church Street, Albion Park	Provide compliant accessible bus stop including; 1) Provide kerb ramp and access path connection to/from Sophia Street, 2) Shelter modifications and repaint, 3) Install tactile markers & signage	\$15,000	5	Proposed Cancellation - no longer a recognised Premier Illawarra bus stop
O51	09/05/2018	2018/19	Parking - Blackbutt Forest Reserve	Blackbutt Way Barrack Heights (Blackbutt Forest Reserve)	Provide sealed accessible carpark, new line marking and signage in accordance with AS 2890.6	\$9,500	5	Awaiting Construction
B39	09/05/2018	2018/19	Bus Stop Upgrade - 17 Church Street, Albion Park	17 Church Street, Albion Park	Provide compliant accessible bus stop including; 1) Provide kerb ramp and access path connection to/from Sophia Street, 2) Installation of slab, 3) Install tactile markers & signage	\$6,000	6	Design In Progress
O52	23/08/2017	2018/19	Mapping - Accessible parking spaces & public amenities	Various	Provide mapping for accessible parking spaces & public amenities within the Shellharbour City LGA and publish to council's website.	NA		Investigation In Progress
O42	Cancelled	NA	Parking - Shellharbour City Stadium	Croome Road Croom (Shellharbour City Stadium)	Install handrail from the bottom accessible carparking spaces to the stadium entrance. Notes: There is a steep slope from the bottom carpark to entrance. Further requests for additional accessible parking at the top.	NA		Cancelled. DAIAC resolved to not fund works.

DAIAC Project Ref.	DAIAC Approval Date	Program Year	Project	Location	Scope	Cost Estimate	Priority	Status
O43	Cancelled	NA	Footpath - Deakin Reserve	The Boulevard Oak Flats	Continue footpath to carpark and building	NA		Cancelled. DAIAC resolved to not fund works.
O48	Cancelled	NA	Shop Access - Ash Avenue, Installation of Ramp	10 Ash Avenue Albion Park Rail	TBC Notes: This is not a Council asset.	NA		Cancelled. Proposed works are within private property and so are responsibility of the owner to deliver.
B14	Not Approved	TBC	Bus Stop Upgrade - Across form 104 Parklands Drive Shellharbour	Opposite 104 Parklands Drive Shellharbour	Provide compliant accessible bus stop	TBC		Investigation In Progress
O16	Not Approved	TBC	Seating - Albion Park Community Centre	Russell Street Albion Park	TBC Notes: Request to install picnic tables out the front of the community centre and install footpath/clear access to the basketball court	TBC		Investigation In Progress
O17	11/05/2016	TBC	Yovelton House (Koori Men's Group)	2 Wilga Close Albion Park Rail	TB Notes: Investigate the installation of handrail inside the men's bathroom and handrail at the back steps (within heritage requirements)	TBC		Investigation In Progress
O46	Not Approved	TBC	Seating - The Roo Theatre Shellharbour Village	12 Addison Street Shellharbour	TBC Notes: Investigate options for provision of accessible seating at The Roo Theatre	TBC		Investigation In Progress
O54	Not Approved	TBC	Access - Mudbrick Studio	2 Wilga Close Albion Park Rail	TBC	TBC		Investigation In Progress
O55	Not Approved	TBC	Parking - Commercial area between Cygnet	Commercial area between Cygnet Ave & New Lake Entrance Road	TBC	TBC		Investigation In Progress

SHELLHARBOUR CITY COUNCIL

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DAIAC Project Ref.	DAIAC Approval Date	Program Year	Project	Location	Scope	Cost Estimate	Priority	Status
O57	Not Approved	TBC	Ave & New Lake Entrance Road Parking - 142 Terry Street, Albion Park	142 Terry Street, Albion Park	TBC Notes: A doctor with a building in this complex has asked Council to consider providing an additional accessible parking space and dedicated ramp to his building.	TBC		Investigation In Progress