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1. Acknowledgement to Country

Shellharbour City Council acknowledges the Traditional Custodians of the Dharawal Country and recognise their continued connection to the land we meet on today. We pay our respects to Elders past, present and emerging and the contribution they make to the life of this city and this region and extend our recognition to their descendants who continue to live on country.

2. Apologies / Leave of Absence**3. Confirmation of Minutes****3.1 Disability Access and Inclusion Advisory Committee Meeting 16 June 2021**

That the Minutes of the Disability Access and Inclusion Advisory Committee Meeting held on 16 June 2021 as circulated be taken as read and confirmed as a correct record of proceedings.

4. Disclosures of Interest**5. Presentations****5.1 Request for an additional car parking space in front of the IGA, Central Avenue, Oak Flats**

Presenter Wayne Wilson, Senior Transport Engineer
Shellharbour City Council

5.2 Oak Flats Town Centre pedestrian upgrade – Intersection of Central Avenue and Fisher Street

Presenter Wayne Wilson, Senior Transport Engineer
Shellharbour City Council

5.3 Gateway Treatments for Vehicular Access Prevention with Disability Compliance

Presenter Tyson Perry, Engineering Technical Officer
Shellharbour City Council

5.4 Disability Access and Inclusion Plan Review

Presenter Narelle Williams,
Community Development Officer – Access and Participation
Shellharbour City Council

6. Staff Reports**6.1 Social Impact Assessment process review (11732056)**

The purpose of this report is to advise the Committee that a review of the process for a Social Impact Assessment (SIA) has been conducted and that a Disability Access and Inclusion Assessment is now required to inform the SIA.

A SIA is required for any development application/policy that has the potential to create significant social impacts or will significantly alter demand/create additional demand for social infrastructure.

Council's Development Control Plan lists the following instances when a formal SIA is to be carried out:

- Any mixed commercial/residential development
- Any development requiring preparation of a master or prescient plan
- Subdivisions
- Medium density developments
- Student accommodation, boarding houses, backpackers
- Commercial / retail developments
- Motels and Hotels
- Places of worship
- Accommodation for seniors and people with disability
- Community facilities (any new community facilities or removal of such facilities)
- Licenced premises and bottle shops
- Community facilities
- Medical centres
- Sex services premises
- Correction centres
- Other developments that Council considers may have a significant social impact e.g. preparation of building design guidelines
- Tourist and visitor accommodation facilities, including caravan parks and camping grounds

This means that disability access and inclusion matters will be considered as part of the overall SIA process and will be considered earlier in the assessment process.

Examples of where this has been applied in recent months include:

- Apartments at Shell Cove
- Public Toilets at Dawes Park, Barrack Point and Central Park, Oak Flats
- McDonald's at Tongarra Road, Albion Park
- Replacement of Existing Footpath with 2.5m Shared Use Path, Retaining Wall and Handrail at Albion Park
- Child Care Centre at Albion Park
- Local Park within the Calderwood Development
- Boarding House at Shellharbour
- Plans of Management at Ski Way, Pioneer, Hooker and Strong Reserves

This matter meets a number of actions under the Disability Access and Inclusion Plan. The primary action is:

Focus Area 4: Improving access to services through better systems and processes.

Recommendation:

That the Disability Access and Inclusion Advisory Committee receive and note the report.

Report prepared by: Narelle Williams, Community Development Officer – Access and Participation

Responsible Manager: Bonnie Hittmann, Manager Community Life

Date of Meeting: 15 September 2021

6.2 Accessible facilities at Sporting Clubs (11732055)

The purpose of this report is to update the Committee of the actions taken following a complaint received regarding the inability of a resident to use the accessible toilet at a sporting facility.

At the committee meeting of 16 June 2021, the matter of access to the accessible toilets at sporting clubs was discussed. A number of actions have been taken including:

1. The door locking mechanism at the sportsground in question was changed and the sporting club have been reminded of their responsibility to open the amenities and close when conducting training and competition games at the fields, in accordance with the Sportsfields User Policy.
2. The community member was advised of the actions taken by Council officers and offered a MLAK key.
3. Council's Assets Officer is conducting a Sportsfield Amenities Audit. The audits were scheduled for completion by September 2021, however completion date will be delayed due to Covid restrictions. During the audits the following asset data is collected in relation to accessible amenities:
 - a. Number of accessible facilities provided and whether they are Male, Female, Unisex and if they are Left Hand Transfer (LHT) or Right Hand Transfer (RHT);
 - b. Accessible by Master Locksmiths Access Key (MLAK);
 - c. Contains a mirror;
 - d. Contains a washbasin;
 - e. Contains a Shelf;
 - f. Contains a Coat/Bag Hook;
 - g. Contains a Toilet seats;
 - h. The Toilet Seats is a Contrasting Colour;
 - i. Contains a Backrest;
 - j. Contains Grabrails;
 - k. Contains a Shower.

As the audit commenced prior to the complaint, the audit only assessed the presence of a locking mechanism such as a MLAK. Moving forward the audit will consider whether the MLAK locks automatically when the door is pulled shut. A defect will be identified if the locking system does not comply and a work order to have the locking mechanism changed will be issued. The audit is completed annually.

When the audit is completed the Assets Officer will update the National Public Toilet Map (NPTM) with the updated information. The NPTM aims to list all accessible facilities fitted with a MLAK where the accessible cubicle can be directly accessed by the public. (e.g. not within a fully fenced Sportsfield Facility).

All Sportsfield Refurbishments or New Sportsfield Amenities **delivered by Council** have a MLAK fitted and operatable consistent with the previous DAIAC recommendation where the accessible cubicle can be directly accessed by the public.

4. The provision of Disability Awareness Training to sporting clubs will be considered again if it is found that these measures are not effective.

This matter meets a number of actions under the Disability Access and Inclusion Plan. The primary action is:

Focus Area 4: Improving access to services through better systems and processes.

Recommendation:

That the Disability Access and Inclusion Advisory Committee receive and note the report.

Report prepared by: Narelle Williams, Community Development Officer – Access and Participation

Responsible Manager: Bonnie Hittmann, Manager Community Life

Date of Meeting: 15 September 2021

6.3 Update on Kerb ramps in Queen Street, Warilla (11733042)

The purpose of this report is to provide an update on Kerb ramps in Queen Street, Warilla.

An email was sent to Committee members asking them to consider reallocating priorities for the DAIAAC Capital Works Program in 2021/22 at Queen Street, Warilla.

The upgrading of the kerb ramps at the intersection of Shellharbour Road and Queen St, Warilla were not progressed in the 2020/21 capital works program due to approval delays with Transport for NSW. In-principle approval to proceed has now been given for the works on three of the four corners of the intersection.

Although \$20,000 was allocated to this project, this has been spent on overruns from other projects. Upon review of the final design, which requires road line marking realignments, the cost estimate for the project is now \$30,000.

Given the projects for 2021/22 have been selected, the Committee was asked to consider whether:

- a) they would like to reconsider the items selected for funding in 2021/22, to consider replacing some of the items on the 2021/22 (to the value of \$30 000) to enable the kerb ramps at Queen Street to be added to the list; or
- b) keep the 2021/22 priorities the same and reinstate the kerb ramps at Queen Street Warilla on the unfunded projects list.

A verbal update will be provided at the meeting as, at the time of writing this report, submissions were still being received.

This matter meets a number of actions under the Disability Access and Inclusion Plan. The primary action is:

Area 2: Creating liveable communities

Recommendation:

That the Disability Access and Inclusion Advisory Committee receive and note the report.

Report prepared by: Narelle Williams, Community Development Officer – Access and Participation

Responsible Manager: Bonnie Hittmann, Manager Community Life

Date of Meeting: 15 September 2021

6.4 Request for additional car parking space at Warilla Primary School (11732054)

The purpose of this report is to advise the Committee that a resident has requested that Council provide an additional accessible car parking space at Warilla Primary School.

Council has received a request from a resident to establish an additional accessible car parking space at Warilla Primary School. There is currently one on street accessible parking space available and the resident advises that this spot is often taken. The matter was raised with a representative from the school and the representative advised that there is an accessible parking space available within the school car parking lot and the parent/care giver has been advised of this.

As social restrictions are currently limiting the number of children attending school it is recommended that we pause this matter and review early next year, prior to the determination of funding priorities for 2022/23, to see if the matter is still current prior to adding to the DAIAC Unfunded Project List.

This matter meets a number of actions under the Disability Access and Inclusion Plan. The primary action is:

Area 2: Creating liveable communities.

Recommendation:**That the Disability Access and Inclusion Advisory Committee:**

- 1. Receive and note the report; and**
- 2. Schedule to review the request in early 2022.**

Report prepared by: Narelle Williams, Community Development Officer – Access and Participation

Responsible Manager: Bonnie Hittmann, Manager Community Life

Date of Meeting: 15 September 2021

6.5 Nominations for Community Representatives for Shellharbour City Council's Committees and Working Parties (11733062)

The purpose of this report is to inform the committee that Council has been calling for nominations for Community Representatives for Council's committees and Working Parties for the next two years.

Committee members were advised by email that Community Representation on Council's various committees and working parties is renewed every two years in accordance with the Terms of Reference for Committees and Working parties. We are now seeking nominations from interested members of the community who can meet the criteria of a community representative of the various Committees and Working Parties listed below.

Please note that separate applications must be made if you intend to nominate for more than one Committee or Working Party. As a Community Representative you will advocate and give a voice to people within the community by providing input and advice to the relevant Shellharbour City Council Committee and Working Parties.

Community Representatives term of appointment is from October 2021 to October 2023 with meetings held as and when required (on average five times per year). These are voluntary unpaid positions and will be appointed by Council.

For further information, please contact Council's Corporate Meetings Officer on 4221 6111. Written nominations including why you are interested in joining, what experience and skills you can bring and your contact details are to be marked "Confidential Nomination" and forwarded to the Chief Executive Officer (Attention Corporate Meetings Officer) Shellharbour City Council, Locked Bag 155, Shellharbour City Centre NSW 2529. Alternatively, you can send your nomination electronically to council@shellharbour.nsw.gov.au. Nominations close 4.00pm, 16 September 2021.

This matter meets a number of actions under the Disability Access and Inclusion Plan. The primary action is:

Focus Area 4: Improving access to services through better systems and processes.

Recommendation:

That the Disability Access and Inclusion Advisory Committee receive and note the report.

Report prepared by: Narelle Williams, Community Development Officer – Access and Participation

Responsible Manager: Bonnie Hittmann, Manager Community Life

Date of Meeting: 15 September 2021

7. General Business

8. Next Meeting

Please note that today's meeting is the final meeting with current Community Representatives as their two year term will expire.

New Community Representative appointments will commence from in October 2021 to October 2023.

The next meeting of the Disability Access and Inclusion Advisory Committee is scheduled for **10 November 2021**.