



BUSINESS PAPER

Notice is hereby given in accordance with the *Local Government Act 1993* and *Local Government (General) Regulation 2005* of the below mentioned meeting.

Disability Access and Inclusion Advisory Committee Meeting

Thursday, 5 February 2026

Commencing at 10:00 AM

Shellharbour Civic Centre

AGENDA

1 Acknowledgement to Country

2 Apologies / Leave of Absence

3 Confirmation of Minutes

4 Disclosures of Interest

5 Presentations

5.1 Disability Access and Inclusion Plan 2026-2029 Workshop

6 Reports

6.1 Capital Project Update (Standing Item)

6.2 Beverly Whitfield Ocean Pool - Ramp and Aquatic Wheelchair Update

7 General Business

7.1 DAIAC Table of Committee Enquiries (updated)

8 Next Meeting

9 Meeting Closed

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

That the minutes from the Disability Access and Inclusion Advisory Committee Meeting held on 27 November 2025 be received and noted.

**Minutes of the
Disability Access and Inclusion Advisory Committee Meeting
of Shellharbour City Council held in the Ground Floor Training Room
on Thursday, 27 November 2025 commencing at 10:00 AM**

Attendance

Present:

Cr Moira Hamilton (Chair)	Councillor
Eric Klein	Community Representative
Ilinka Brankovic	Community Representative
Jessica Wilkens	Community Representative
Diana Meijer	Community Representative (online)
Odin Childs	Community Representative

In Attendance:

Matt Sutherland	Executive Manager Community and Creative Services
Bonnie Hittmann	Community Development Manager
Matthew Theris	Senior Project Delivery Officer (online)
Taner Yaman	Asset Officer
Lochie Shepherd	Infrastructure Officer - Programs
Rylee Goodman	Governance Officer (Minute Taker)

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

An apology was tendered on behalf of Mark Cross, Community Representative.

3 Confirmation of Minutes

3.1 Disability Access and Inclusion Advisory Committee Meeting 28 August 2025

COMMITTEE RECOMMENDATION: Klein/Brankovic

That the Minutes of the Disability Access and Inclusion Advisory Committee meeting held on 28 August 2025 as circulated be taken as read and confirmed as a correct record of proceedings.

CARRIED

3.2 Disability Access and Inclusion Advisory Committee Meeting 23 October 2025

COMMITTEE RECOMMENDATION: Klein/Brankovic

That the Notes of the Disability Access and Inclusion Advisory Committee meeting held on 23 October 2025 as circulated be taken as read and confirmed as a correct record of proceedings.

CARRIED

4 Disclosures of Interest

Nil.

5 Presentations

Nil.

6 Reports

6.1 Capital Project Update (Standing Item)

Senior Project Delivery Officer, Matthew Theris provided an update on the Beverly Whitfield Pool project noting that a video was recently posted on Council's Facebook page and encouraged the Committee to follow Council's social media channels for ongoing updates. Refer to **attachment 1** for progress updates.

Action: Share images to Committee members and distribute.

Action: Matthew Theris to discuss with relevant staff if there can be an opening ceremony where Beverley's family can be invited along for the opening of the Pool.

COMMITTEE RECOMMENDATION:

That the:

1. Disability, Access and Inclusion Advisory Committee receive and note the Capital Projects update report.
2. Council deliver an event in the first quarter of 2026 that celebrates the improvements to Beverley Whitfield Pool (including inviting the family members of Beverley Whitfield) and also recognising Beverley Whitfield's continuing legacy for the Shellharbour region.

CARRIED

6.4 Updated designs for the Jock Brown Oval accessibility and parking

Senior Project Delivery Officer, Matthew Theris presented design plans for the Committee's view and input only at this stage. These plans are not currently available to the public.

A number of questions were raised by the Committee which were answered by staff.

COMMITTEE RECOMMENDATION:

That the Committee receive and note the 'Updated designs for the Jock Brown Oval accessibility and parking' report.

CARRIED

6.2 How Council processes community enquiries relevant to access and inclusion matters - deferred from previous meeting

COMMITTEE RECOMMENDATION:

That the Committee receive and note the 'How Council processes community enquiries relevant to access and inclusion matters' report.

CARRIED

6.3 International Day of Persons with Disabilities - activities update

COMMITTEE RECOMMENDATION:

That the Committee receive and note the 'International Day of Persons with Disabilities - activities update' report.

CARRIED

7 General Business

7.1 DAIAC Table of Committee Enquiries (updated)

Shellharbour Village Church & Carpark Issue

Action: Council to investigate the car park located between Mary Street and Wentworth Street in Shellharbour, along with the footpath across the front, to consider a redesign that addresses safety concerns and accessibility restrictions. This will include an access and inclusion audit of the area.

Employment Opportunity for People with a Disability

Action: The Committee suggested creating short-term opportunities (1–3 days) for people with disabilities, whether it is physical, intellectual, younger, or older people to work with Council in roles such as assisting staff in libraries or supporting activities in Council Chambers.

Action: The Committee suggested that Council review the standard wording in job descriptions to ensure they reflect inclusion and accessibility for people with disabilities.

Action: Council staff to provide a report to the Committee outlining opportunities for Council that can advance the employment and employability of people with a Disability internally and externally.

Bathrooms at the Marina inside Georgia Rose

Action: Council staff to notify the Shell Cove Marina Manager of the issues reported by the Committee in regards to the bathroom facility next to Georgia Rose.

Electric E-bikes – Shell Cove Marina

Action: Council staff will ensure concerns reported by the Committee of alleged dangerous activities to deter e-bike users in the Shell Cove Marina area is raised at the upcoming Crime Prevention Meeting.

Request Report Back on Deakin Park Project

Action: Council staff provide a report back on the Deakin Park project to the next Committee meeting.

COMMITTEE RECOMMENDATION:

That the Committee receive and note the 'DAIAC Table of Committee Enquiries (updated)' report.

CARRIED

8 Next Meetings

5 February 2026

The meeting schedule for 2026 was discussed and the Committee agreed on the following dates:

- 30 April 2026
- 25 June 2026
- 3 September 2026
- 26 November 2026

9 Meeting Closed

Meeting closed 11:16am.

10. Attachments:

Attachment 1 – Beverley Whitfield Project Update photos





4. Disclosures of Interest

Note: Councillors and staff who declare an Interest at the Meeting are also required to complete a Declaration of Interest form.

5 Presentations

5.1 Disability Access and Inclusion Plan 2026-2029 Workshop

The purpose of this presentation is to consult with the Committee on the new Disability Access and Inclusion Plan 2026-2029.



Disability Access and Inclusion Plan 2026-2029 Workshop

Bonnie Hittmann, Community
Development Manager

Disability Access and Inclusion Plan 2023-2026

An Inclusive City



Recap

- Developed in line with legislative requirements
- Includes a series of actions designed to actively address barriers faced by people living with disability
- Builds on successes of previous DAIP's
- Developed in consultation with people living with disability, their carers and other community stakeholders
- **The current Plan is due for review and new Plan developed by 1 July 2026.**

Focus Area 1 – Developing positive community attitudes and behaviours

Key achievements:

- International Day of Persons with Disability and 'Celebration of Ability' Calendar
- The Shellharbour Summer Fair
- We Are Shellharbour – featuring Illinka
- National Public Toilet Map website and inclusion of local MLAK facilities
- Engagement activities to seek feedback on accessible and inclusive public spaces and places.

Focus Area 2 – Creating accessible, liveable communities

Key achievements:

- In 2023/24, the Community Planning reviewed over 183 land use planning projects for access and inclusion – this jumped to 261 the following year and continues to increase
- Continued engagement with the DAIAC
- Continued budget allocation for capital works projects
- Two accessible beaches with mobi-matting and beach wheel chairs
- ‘Fly From Home’ campaign at the Shellharbour Airport
- Inclusion of a Changing Places facility as part of the Reddall Reserve masterplan

Focus Area 3 – Supporting access to meaningful employment

Key achievements:

- Council partnership with Flagstaff Group on Bunbari Project – targeted life and work skills program for people living with disability
- Review of Council's procurement policy to enhance opportunities for disability social enterprises
- Greenacres café at Shellharbour Airport
- Use of disability social enterprises for printing and document management

Focus Area 4 – Improving access to services through better systems and practices

Key achievements:

- Over 26 planning documents in the Community Strategic Plan link to the DAIP
- 17 projects in the Strategic Projects Advocacy Plan link to access and inclusion outcomes
- DAIP outcomes are reported annually in Council's Annual Report

Now it's your turn to share your ideas!

Under each focus area:

- What should we continue?
- What should stop?
- What should we introduce?

Now it's your turn to share your ideas!

Future engagement:

- Who else do we need to engage with?
- What are the best methods for engagement?

6 Reports

6.1 Capital Project Update (Standing Item)

There are no project updates for this meeting.

6.2 Beverly Whitfield Ocean Pool - Ramp and Aquatic Wheelchair Update

Manager: Bonnie Hittmann, Executive Manager Community and Creative Services (Acting)

Approver: Kate Jessep, Executive Director Community and Culture

The purpose of this report is to provide the Disability Access Inclusion Advisory Committee (DAIAC) with an update on the ramp and aquatic wheelchair for Beverley Whitfield Ocean Pool.

Council is happy to advise that the accessible ramp for Beverly Whitfield Ocean Pool has been completed and that the pool is now open to the public.

The new permanent ramp and staircase located on the western side of the pool were officially opened a day ahead of schedule and are already providing additional safe access for pool users.

To further enhance accessibility to the pool, a Platypus Wheelchair/Wet Area Wheelchair has also been purchased.

The wheelchair will initially be available for use during lifeguard patrol hours.

Procedures outlining safe use, storage and responsibilities are currently being finalised.

Once the procedures are confirmed and the wheelchair is ready for community use, Council will promote its availability through social media channels and on-site signage at the Ocean Pool.

Additionally, in line with a previous recommendation of the committee, Council will hold a 'launch' event for the pool upgrades once the new wheelchair is available.

The Committee will be advised once further details are available.

A further update will be provided to DAIAC once the wheelchair is operational.

Image 1 - media coverage of the Beverly Whitfield Ocean Pool



Image 2 - Platypus Wheelchair / Wet Area Wheelchair



Recommendation

That the Disability Access Inclusion Advisory Committee receive and note the 'Beverly Whitfield Ocean Pool - Ramp and Aquatic Wheelchair Update Report'.

Attachments

None

7. General Business

7.1 DAIAC Table of Committee Enquiries (updated)

The purpose of this report is to provide a copy of the updated DAIAC Table of Committee Enquiries.

Disability Access and Inclusion Advisory Committee – Table of Committee Enquiries

Date of Meeting	Matter Raised	Current Status	Responsible Officer	Reference Number
22 February 2024	Council to consider the inclusion of an adult change facility with a hoist in the Shell Cove Library building or within the Marina area	Complete	Executive Manager Community and Creative Services (Matt Sutherland)	01/25
18 April 2024	Detailed design, Reddall Reserve east amenities building: Change position of the drain to behind the toilet to ensure floor levels flow towards the facilities for better wheelchair access	Complete	Project Delivery Officer (Bailey Angeloski)	02/25
18 April / 2 May 2024	Signage in playgrounds to include AUSLAN and braille like the examples shown to the committee from Lithgow.	Complete: Narelle Williams reported on this at the August meeting.	Manager Community Development (Bonnie Hittmann)	003/25
27 June 2024	Council to provide further background on 'Snap, Send, Solve' app and/or similar for use by the community and report back to the committee	Complete: Team Leader Customer Service (Sonia Aquilina) provided an update at the May meeting.	Executive Manager Community and Creative Services (Matt Sutherland)	04/25
27 June 2024	Request for the painting on the pedestrian crossing in Oak Flats to be redone as they are peeling	Complete:	Senior Asset Engineer – Programs (Sachintha Jinadasa)	05/25
13 March 2025	Request for the possible establishment of a dedicated disability newsletter or to have some dedicated articles in other newsletters	Complete: Bonnie Hittmann and Toni Lindwall presented on options at the August meeting.	Manager Community Development (Bonnie Hittmann)	06/25
13 March 2025	Request for a presentation on how Council receives and actions community requests	Complete: See update in item 04/25	Manager Community Development (Bonnie Hittmann) Executive Manager Community and Creative Services (Matt Sutherland)	07/25
13 March 2025	Request for a link to the current Disability Access and Inclusion Plan 2023-2026 to be sent to committee members	Complete. Link provided to the committee on 26 th March 2025	Manager Community Development (Bonnie Hittmann)	08/25

13 March 2025	Request to receive an update on relevant traffic items at the May meeting	Complete: Presentation was provided at the May meeting by Transport Planning Manager (Wayne Wilson)	Transport Planning Manager (Wayne Wilson)	09/25
13 March 2025	Update on new committee members	Complete: New member to commence at May meeting.	Executive Manager Community and Creative Services (Matt Sutherland)	10/25
13 March 2025	Concern raised - the Oak Flats Post Office Ramp has been left very rough where they removed the old step. Request for this to be levelled out.	Complete: The investigation has been completed and works have been scheduled for repairs.	Senior Asset Engineer – Programs (Sachintha Jinadasa)	11/25
13 March 2025	Concern raised – the door into the parent’s room / accessible toilet at Shell Cove between Woolworths and the café isn’t physically wide enough for wheelchair entry. The corridor is fine but community are unable to get through the doorway into the bathroom itself.	Complete: This is a private building – community/committee members need to contact the property owner.	Manager Community Development (Bonnie Hittmann)	12/25
13 March 2025	Update on the Capital Works Program	Update will be provided at a future meeting.	Senior Asset Engineer – Programs (Sachintha Jinadasa)	13/25
29 May 2025	Further information re: Snap, Send, Solve – the Committee have asked for a run through of how Snap, Send, Solve is used by other organisations and how it could be used at Council.	Update will be provided at a future meeting.	Customer Service / Information Management	14/25
29 May 2025	Committee enquired as to how Council processes enquiries/feedback from the community relevant to access and inclusion matters	Complete: This will be reported at the October meeting.	Manager Community Development / Customer Service / Information Management	15/25
29 May 2025	Committee requested an update on achievements against the Disability Access and Inclusion Plan	Semi-complete: Summary presentation at the October meeting with full report and workshop suggested for November meeting.	Manager Community Development (Bonnie Hittmann)	16/25
21 August 2025	Committee member asked that the Oak Flats Post Office ramp could be considered for expenditure through the DAIAAC capital works budget	Complete: This project has been completed and reported at the October meeting.	Senior Asset Engineer – Programs (Sachintha Jinadasa)	17/25

21 August 2025	In relation to the Jock Brown Oval Masterplan presentation (by Matt Theris) – ‘Council to share with the committee updated designs for the accessibility and parking.	Complete: Updated designs reported at the November meeting.	Bonnie Hittmann on behalf of Senior Project Delivery Officer (Matt Theris)	18/25
21 August 2025	In relation to Auslan signage at Council Parks and Reserves – that Council do further investigation into the feasibility of Auslan signage at Council recreational facilities, including consultation with Auslan users, and recommends the trial of pilot signs at select sites.	Update will be provided at a future meeting.	Manager Community Development / Community Planning Officer	19/25
23 October 2025	Will a suitable wheelchair be available for use with the new accessible ramp at Beverley Whitfield Pool?	Update will be provided at a future meeting.	Project Manager – Beverley Whitfield Pool?	20/25
23 October 2025	The path from Beverley Whitfield Pool to the facilities is difficult to use in a wheelchair, is this able to be improved?	Update will be provided at a future meeting.	Project Manager – Beverley Whitfield Pool?	21/25
23 October 2025	What accessible bathroom facilities are available at Croom Stadium?	Update will be provided at a future meeting.	Manager Community Development (Bonnie Hittmann)	22/25
23 October 2025	Could additional disabled parking be provided at Croom Stadium?	Update will be provided at a future meeting.	Manager Community Development (Bonnie Hittmann)	23/25
23 October 2025	Could Council advocate for Shellharbour Hospital to provide assistance to those who have undergone a life altering illness/accident, specifically to assist with transition and mental health?	Update will be provided at a future meeting.	Manager Community Development (Bonnie Hittmann)	24/25
27 November 2025	Council to investigate the car park located between Mary Street and Wentworth Street in Shellharbour, along with the footpath across the front, to consider a redesign that addresses safety concerns and accessibility restrictions. This will include an access and inclusion audit of the area.	Update will be provided at a future meeting.	Access and Inclusion Audit – Manager Community Development (Bonnie Hittmann)	25/25
27 November 2025	Investigate opportunities to create short-term employment opportunities (1-3 days) for people with disabilities.	This will be considered as part of the development of the new Disability Access and Inclusion Plan.	Manager Community Development (Bonnie Hittmann) and Larissa Tilly-Smith (Executive Manager People and Culture)	26/25
27 November 2025	Council review the wording in job descriptions to ensure they reflect inclusion and accessibility for people with disabilities.	This will be considered as part of the development of the new Disability Access and Inclusion Plan.	Manager Community Development (Bonnie Hittmann) and Larissa Tilly-Smith (Executive Manager People and Culture)	27/25

27 November 2025	Council provide a report to the Committee outlining opportunities for Council that can advance the employment and employability of people with disability internally and externally.	This will be considered as part of the development of the new Disability Access and Inclusion Plan.	Manager Community Development (Bonnie Hittmann) and Larissa Tilly-Smith (Executive Manager People and Culture)	28/25
27 November 2025	Council staff to notify the Shell Cove Marina Manager of the issues reported by the Committee in regards to the bathroom facility next to Georgia Rose.	Update will be provided at a future meeting.	Manager Community Development (Bonnie Hittmann)	29/25
27 November 2025	On behalf of the Committee, Council will raise concerns regarding e-bikes in the Shell Cove Marina area to the Crime Prevention Partnership.	Update will be provided at a future meeting.	Manager Community Development (Bonnie Hittmann)	30/25
27 November 2025	Council staff to report back on the Deakin Park project	Update will be provided at a future meeting.		31/25

8. Next Meeting

30 April 2026

9. Meeting Closed