Minutes of the Disability Access and Inclusion Advisory Committee Meeting
held in the Ground Floor Training Room, Shellharbour Civic Centre
on Wednesday 28 February 2018 commencing at 10.00 am

Present:
Mayor Councillor Marianne Saliba   Shellharbour City Council
Councillor Moira Hamilton   Shellharbour City Council
Alex Traill   Community Representative
Mario Russo   Community Representative
Eric Klein   Community Representative
Chris Jeffreys   Community Representative
Deann Green   Community Representative
Ilinka Brankovic   Community Representative
Bronwyn Howlett   Care South Representative
Bianca Carboni   Greenacres representative

In Attendance:
Bonnie Hittmann   Manager Community & Cultural Life
Ms Narelle Williams   Community Development Officer
Courtney Kadwell   Asset 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 Melissa Smith.

COMMITTEE RECOMMENDATION: Traill / Russo
That the apology as tendered be accepted.

The Mayor welcomed the new members to the committee and invited them to introduce themselves.
2. Confirmation of Minutes

Disabilities Access and Inclusion Advisory Committee Meeting 22 November 2017

COMMITTEE RECOMMENDATION: Russo / Traill

That the Minutes of the Disability Access and Inclusion Advisory Committee Meeting held on 22 November 2017 as circulated be taken as read and confirmed as a correct record of proceedings.

CARRIED

3. Staff Reports

3.1 Disability Access & Inclusion Advisory Committee Membership (11007456)

The Community Development Officer spoke to her report. She advised that a selection process was held to determine applicants for membership to the committee. All selected applicants accepted the offer of a position on the committee. Paul Hartley from Guide Dogs NSW will remain an ex officio member of the committee while not attending meetings so that he can provide important information relating to the visually impaired when required.

The Terms of reference will need to be reviewed to accommodate the extended number of community representatives.

COMMITTEE RECOMMENDATION: Jeffreys / Hamilton

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

CARRIED

3.2 Access and Inclusion matters requiring input outside of Committee meetings (11007457)

The Community Development Officer advised that on occasion matters arise needing the committee’s input outside of scheduled committee meetings. This may include making comment on disability access on development applications or plans.

She requested that if committee members are interested in being contacted in order to view plans and provide input that they let her know.

COMMITTEE RECOMMENDATION: Jeffreys / Hamilton

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

3.3 Everyone can play (11007458)

COMMITTEE RECOMMENDATION: Klein / Jeffreys

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

CARRIED

4. General Business

4.1 Development Applications requiring input from the Committee

Nil

4.2 Outstanding Actions

The Asset Officer provided an update on outstanding actions. See Attachment 1 – Disability Access and Inclusion Projects Table.

She explained that most funding for this financial year has been committed.

She highlighted the upgrade of bus stops and explained the process of determining which bus stops are to be upgraded and to what extent.

She noted that $20,000 is allocated annually for bus stop improvements. The committee has focussed on upgrade of bus stops which assist patrons getting to centres and places where it is expected will be of popular use.

There has also been a focus on major routes one section at a time.

The Community Development Officer requested that if committee members know of any other bus stops not listed where people with a disability or mobility impairment need improvement to access that they let the committee know.

The committee noted that in newer developments footpaths are often narrow. It is important that requirements of the Development Control Plan (DCP) are met before developments are handed over to Council.

The Asset Officer advised that the estimated cost for provision of handrails at Croom Stadium is $15,000. The committee agreed to defer a decision on whether to approve this until the new budget is allocated.

The Asset Officer will provide a prioritised list of proposed projects to allow the committee to commit on a priority basis within the available budget.
4.3 Feedback from other Council Meetings

Not applicable

4.4 New Business

4.4.1 Accessible car parking in Oak Flats

A resident has raised concerns about the practicality of the accessible parking space on Central Avenue (near the corner of Fisher Street) in front of the florist and pathologist. Eric Klein raised concerns about the level of compliance of other accessible parking spaces in Oak Flats town centre.

COMMITTEE RECOMMENDATION: Klein / Russo

That an audit of accessible parking spaces in Central Avenue, Oak Flats be conducted to make sure they are all compliant.

CARRIED

4.4.2 Kerb ramp on Wattle Road at Flinders.

Some recent work has been done at the intersection of Wattle Road and Baragoot Road however a resident has reported that he got his wheelchair caught in the uneven ground in the vicinity of the kerb ramp.

COMMITTEE RECOMMENDATION: Russo / Green

That remedial work be undertaken as a general Council maintenance matter to provide a level surface each side of the kerb ramp at the intersection of Wattle Road and Baragoot Road, Flinders.

CARRIED

4.4.3 Access to Mud Brick Studio at Yovelton House

There is a big drop off at the entrance to the The Mud Brick Studio at 2 Wilga Close Albion Park Rail hindering accessibility.

COMMITTEE RECOMMENDATION: Corboni / Howlett

That provision of an accessible path of travel to this building be referred to the Assets Team for investigation.

CARRIED
4.4.4 Private building on College Avenue opposite Stockland

The Asset Officer advised that while Council was in consultation with the developer in regards to connecting the development to the existing footpath, it was noted that the DA approved plans were not compliant with accessibility standards.

Council requested that any work done to connect the building to the existing footpath must consider access, however as the building works were complete it was not possible to completely fix the non-compliances.

Councils Asset Planning Team are working with City Development to refine the internal referral process to allow Council to identify issues such as this prior to construction commencing.

COMMITTEE RECOMMENDATION: Traill / Russo

All new larger developments that are lodged with Council be required to provide a Statement of Compliance Access for People with Disability Report from an accredited access auditor at an early stage in the development to ensure compliance with disability standards.

CARRIED

Note: the Mayor left the meeting at 11.30am

The Community Development Officer chaired the remainder of the meeting.

4.4.5 Crossfall of Reddall Parade cycleway from Oak Flats to Lake Illawarra South

A resident has raised concerns about the cross fall at various sections along the cycleway.

COMMITTEE RECOMMENDATION: Traill/ Klein

That council ensures that the provision of appropriate cross fall of the cycleway be considered as part of any upgrade.

CARRIED

4.4.6 Accessible parking space in front of the Civic Centre

At the meeting to select new committee members, held on Tuesday 20 February 2018 concerns were raised about the position of kerb ramps at the accessible parking space just outside the City Centre Library.

Eric Klein noted that it would have been better to have the cutaway right on the front or right at back of the parking space.
COMMITTEE RECOMMENDATION: Klein / Traill

1. That this matter be referred to the Civic Centre Project Delivery Officer for investigation and possible remedial treatment.

2. That Council review positioning of kerb ramps in this type of disability parking space.

CARRIED

4.4.7 Basement 1 (B1) carpark in the Civic Centre

Mario Russo noted that the doors from B1 car park are heavy to open for people with disability. This has been reported to Council through iHelp.

Additional accessible parking spaces could be provided in B1 by reconfiguration of the spaces opposite the accessible car parking spaces that are encroached by bollards. This would provide additional accessible parking spaces without losing any parking spaces.

COMMITTEE RECOMMENDATION: Russo / Klein

That this idea be referred to the Project Delivery Officer for consideration.

CARRIED

4.4.8 Accessible car parking spaces between Memorial Drive and Cygnet Avenue and Memorial Drive and Lake Entrance Road, Shellharbour City Centre

At the meeting to select new committee members, held on Tuesday 20 February 2018 concerns were also raised about the size and crossfall of many of the accessible car parking spaces in both the car parks noted above.

COMMITTEE RECOMMENDATION: Brankovic / Carboni

1. That the width and crossfall of the accessible car parking spaces in the City Centre car parks noted above be referred to the Assets Team for investigation.

2. That the DAIAC participate in the community engagement on the City Centre parking review when the opportunity arises.

CARRIED
5. Future Meetings 2018

9 May 2018
11 July 2018
12 September 2018
21 November 2018

Meeting closed 11.45 am

CONFIRMED as a correct record of proceedings at the Disability Access and Inclusion Advisory Committee Meeting held 9 May 2018

__________________________________________  _______________________________________
General Manager                               Chairperson
<table>
<thead>
<tr>
<th>DAIAC Project Ref.</th>
<th>DAIAC Approval Date</th>
<th>Project</th>
<th>Brief Scope of Works</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>B14</td>
<td>Not Approved</td>
<td>Bus Stop Upgrade - Across form 104 Parklands Drive Shellharbour Location: Across form 104 Parklands Drive Shellharbour Proposed Scope: Provide compliant accessible bus stop Notes: Awaiting completion of adjacent development. Investigate after development.</td>
<td>Investigation Required</td>
<td></td>
</tr>
<tr>
<td>B15</td>
<td>Not Approved</td>
<td>(P3) Bus Stop Upgrade - 179 Tongarra Road Albion Park Location: 179 Tongarra Road Albion Park (across from Albion Park Public School) Proposed Scope: Provide compliant accessible bus stop</td>
<td>Investigation Required</td>
<td></td>
</tr>
<tr>
<td>B20</td>
<td>2014/15</td>
<td>Bus Stop Upgrade - 32 Southern Cross Bvd Shell Cove Location: 32 Southern Cross Bvd Shell Cove Proposed Scope: Provide compliant accessible bus stops for both sides of the road including; 1) Install tactile markers and signage 2) Ensure sufficient Wheelchair space and access to buss (path to kerb) 3) Bus Stop Seat</td>
<td>Programed for 2017/18</td>
<td></td>
</tr>
<tr>
<td>B21</td>
<td>2014/15</td>
<td>Bus Stop Upgrade - 8-12 Baragoot Road Flinders Location: 8-12 Baragoot Road Flinders Proposed Scope: Provide compliant accessible bus stop including; Inst. footpath connections, kerb ramps and tactile</td>
<td>Programed for 2017/18</td>
<td></td>
</tr>
<tr>
<td>B30(1)</td>
<td>11/05/2016</td>
<td>(P2) Bus Stop Upgrade - 106 Terry St Albion Park Location: 106 Terry St Albion Park Proposed Scope: Provide compliant accessible bus stop including; 1) Install tactile markers 2) Remove end of seat to ensure sufficient wheelchair space</td>
<td>Programed for 2017/18</td>
<td></td>
</tr>
<tr>
<td>B30(2)</td>
<td>11/05/2016</td>
<td>(P2) Bus Stop Upgrade - 136-140 Terry Street Albion Park Location: 136-140 Terry Street Albion Park Proposed Scope: Provide compliant accessible bus stop including; 1) Install tactile markers 2) Remove end of seat to ensure sufficient wheelchair space 3) Install connection to footpath</td>
<td>Programed for 2017/18</td>
<td></td>
</tr>
<tr>
<td>Code</td>
<td>Date</td>
<td>Description</td>
<td>Location</td>
<td>Proposed Scope</td>
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<tr>
<td>B31</td>
<td>23/08/2017</td>
<td>Bus Stop Upgrade - 62 Central Avenue Oak Flats</td>
<td>62 Central Avenue Oak Flats (near Fisher St)</td>
<td><strong>Proposed Scope:</strong> Provide compliant accessible bus stop including; 1) Install tactile markers</td>
</tr>
<tr>
<td>B32</td>
<td>23/08/2017</td>
<td>Bus Stop Upgrade - 32-34 Ash Avenue Albion Park Rail</td>
<td>32-34 Ash Avenue Albion Park Rail (near ALDI &amp; retirement village)</td>
<td><strong>Proposed Scope:</strong> Provide compliant accessible bus stop including; 1) Install tactile markers 2) Modify slab</td>
</tr>
<tr>
<td>B33</td>
<td>23/08/2017</td>
<td>Bus Stop Upgrade - 17 Ash Avenue Albion Park Rail</td>
<td>17 Ash Avenue Albion Park Rail (near ALDI &amp; retirement village)</td>
<td><strong>Proposed Scope:</strong> Provide compliant accessible bus stop</td>
</tr>
<tr>
<td>B34</td>
<td>23/08/2017</td>
<td>Bus Stop Upgrade - 164 Princes Highway Albion Park Rail</td>
<td>164 Princes Highway Albion Park Rail (near the Caltex)</td>
<td><strong>Proposed Scope:</strong> 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</td>
</tr>
<tr>
<td>O16</td>
<td></td>
<td>Seating - Albion Park Community Centre</td>
<td>Russell Street Albion Park</td>
<td><strong>Proposed Scope:</strong> TBC</td>
</tr>
<tr>
<td>O17</td>
<td>11/05/2016</td>
<td>(P3) Yovelton House (Koori Men's Group)</td>
<td>2 Wilga Close Albion Park Rail</td>
<td><strong>Proposed Scope:</strong> TBC</td>
</tr>
<tr>
<td>Project</td>
<td>Date</td>
<td>Description</td>
<td>Location</td>
<td>Proposed Scope</td>
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<tr>
<td>O28</td>
<td>11/05/2016</td>
<td>Shared Path Access - Spoonbill Place Albion Park Rail</td>
<td>Adjacent to 2 Spoonbill Place Albion Park Rail</td>
<td>Investigate options at the steel gate entrance</td>
</tr>
<tr>
<td>O29</td>
<td>11/05/2016</td>
<td>Footpath - Caravel Crescent Shell Cove</td>
<td>Caravel Crescent Shell Cove</td>
<td>Investigate compliance with Councils requirements under the DCP.</td>
</tr>
<tr>
<td>O30</td>
<td>11/05/2016</td>
<td>Footpath - Church Street and Macquarie Street Albion Park</td>
<td>Public Reserve adjacent to 91 Church Street Albion Park</td>
<td>Remove existing and install new kerb ramps in accordance with AS 1428.1</td>
</tr>
<tr>
<td>O32</td>
<td>11/05/2016</td>
<td>Parking - Addison Street Shellharbour</td>
<td>9 Addison Street Shellharbour</td>
<td>Construct new kerb ramp and provide new line marking in accordance with AS 1428.1 and AS 2890.6</td>
</tr>
<tr>
<td>O35</td>
<td>20/07/2016</td>
<td>Recharge Scheme</td>
<td>Various</td>
<td>Provide charge point(s) suitably located within and or around council facilities</td>
</tr>
<tr>
<td>O39</td>
<td>10/05/2017</td>
<td>Picnic Table Shelter - Shellharbour Foreshore</td>
<td>Shellharbour Foreshore</td>
<td>Install shelter over existing picnic table</td>
</tr>
<tr>
<td>O42</td>
<td></td>
<td>Parking - Shellharbour City Stadium</td>
<td>Croome Road Croom (Shellharbour City Stadium)</td>
<td>Install handrail from the bottom accessible carparking spaces to the stadium entrance.</td>
</tr>
<tr>
<td>O43</td>
<td></td>
<td>Footpath - Deakin Reserve</td>
<td>The Boulevard Oak Flats</td>
<td>Continue footpath to carpark and building</td>
</tr>
</tbody>
</table>
| O44 | Not Approved | Parking - Reddall Reserve | Location: Reddall Parade Lake Illawarra  
Proposed Scope: TBC  
Notes: Pram ramp is in the incorrect location in relation to the accessible parking space. | Investigation Required |
| O46 | Not Approved | Seating - The Roo Theatre  
Shellharbour Village | Location: 12 Addison Street Shellharbour  
Proposed Scope: TBC  
Notes: Investigate options for provision of accessible seating at The Roo Theatre | Investigation Required |
| O48 | Not Approved | Shop Access - Ash Avenue, Installation of Ramp | Location: 10 Ash Avenue Albion Park Rail  
Proposed Scope: TBC  
Notes: This is not a Council asset. Any work proposed will require consent from owner | Investigation Complete |
| O49 | Not Approved | Parking - Warilla Beach  
(Near Surf Club) | Location: Osborne Parade Warilla (Strong Reserve)  
Proposed Scope: Provide connecting footpath, no parking zone in front of the kerb ramp access and new line marking in accordance with AS 2890.6 | Awaiting DAIAC approval |
| O50 | 23/08/2017 | Access & Amenities - McDonald Park Tennis Club | Location: Tongarra Road Albion Park Rail  
Proposed Scope: Provide access ramps and accessible amenities | Finalising Scope |
| O51 | Not Approved | Parking - Blackbutt Forest Reserve | Location: Blackbutt Way Barrack Heights (Blackbutt Forest Reserve)  
Proposed Scope: Provide sealed accessible carpark, new line marking and signage in accordance with AS 2890.6 | Awaiting DAIAC approval |
| O52 | 23/08/2017 | Mapping - Accessible parking spaces & public amenities | Location: Various  
Proposed Scope: Provide mapping for accessible parking spaces & public amenities within the Shellharbour City LGA and publish to council’s website. | Investigation Required |
| O53 | Not Approved | Parking - Central Avenue  
Oak Flats | Location:  
Proposed Scope: TBC | Investigation Required |
| O54 | Not Approved | Access - Mudbrick Studio | Location: 2 Wilga Close Albion Park Rail  
Proposed Scope: TBC | Investigation Required |