

SHOALHAVEN CITY COUNCIL

SHOALHAVEN ACCESS ADVISORY COMMITTEE

to be held on Monday 11 April, 2016
commencing at 4.00 pm

City Administrative Centre
Bridge Road
NOWRA NSW 2541

31 March 2016

Dear Member

NOTICE OF MEETING

You are hereby requested to attend a meeting of the Shoalhaven Access Advisory Committee to be held on **Monday 11 April, 2016** commencing at **4.00 pm** in **the Orchid Training Room**, City Administrative Centre, Bridge Road, Nowra, for consideration of the following business.

Yours faithfully

R D Pigg
General Manager

BUSINESS OF MEETING

1. Apologies
2. Minutes of Previous Meeting
3. Declaration of Interest
4. Report of Corporate and Community Services
5. Report of Planning & Development Services
6. Addendum Reports
7. General Business
Meeting Start Time Discussion

MEMBERSHIP – Quorum (5)

Clr Findley - Chairperson	Bill Deaves	Jackie Kay
Mayor, Clr Gash	Neville Foord	Paul Hartley
All Councillors	Gillian Lidsey	Theo Bagou
General Manager or Nominee (Martin Uptis)	Nola Stephens	Peter Thomas
Ann Sudmalis MP	Brett Tory	Leah Ogden
Occupational Therapy Dept, Shoalhaven Hospital - Rep	Andrea Wallace	Arthur Ball
John Burns	Jodie Hoger	Leonie Dippel
	Brendan Vaughn	

Cell Phones: Council's Code of Meeting Practice states that "All cell phones are to be turned off for the duration of the meeting"

Shoalhaven Access Advisory Committee

Purpose:

- To identify the major needs of the different disability groups in the Local Government area.
- To make recommendations to Council to resolve the local access problems in priority order.
- To develop a policy on access which can be used in conjunction with the Building Code of Australia in the consideration of applications for building or development and generally in the preparation of Council's own plan for recreation facilities.
- To increase public awareness of access barriers and the extent to which they disadvantage people with disabilities, the aged and parents with children etc.

MINUTES OF THE SHOALHAVEN ACCESS ADVISORY COMMITTEE MEETING HELD ON TUESDAY, 1 DECEMBER 2015 IN RECEPTION ROOM, CITY ADMINISTRATIVE CENTRE, BRIDGE ROAD, NOWRA COMMENCING AT 2.02PM.

The following members were present:

Clr Kitchener – Chairperson
Clr Findley – arrived 3.19pm
Arthur Ball
Paul Hartley
Neville Food
Jackie Kay
Chris Mitchell
Theo Bagou
Bill Deaves
Nola Stephens

Others present:

Brad Davis – Asset Strategy Manager
Karen Denny – Coordinator – Aged and Disabled

Apologies:

Apologies were received from Clr Findley, Martin Upitis

1. Election of Chairperson

MOTION:

Moved: By Consensus

RESOLVED that Clr Kitchener be appointed as the Acting Chairperson for the Shoalhaven Access Advisory Committee meeting held on Tuesday 1 December 2015.

CARRIED

2. Minutes of Previous Meeting

MOTION:

Moved: Consent

RESOLVED that the Minutes of the meeting of the Shoalhaven Access Advisory Committee held on Tuesday 1 September 2015 be confirmed.

CARRIED

CORPORATE AND COMMUNITY SERVICES

3. Shoalhaven Access Advisory Committee – Member Resignation File 1228E

MOTION: Moved: Consent

RESOLVED that:

- a) The resignation of Meg Madge be accepted;
- b) A letter of recognition be sent to Meg and she be thanked for her contribution to the Shoalhaven Access Advisory Committee.

CARRIED

4. Additional Items Progress on Issues from the Shoalhaven Access Advisory Committee Minutes September 2015 File 1228E

MOTION: Moved: Consent

RESOLVED that the Access Advisory Committee receives this report for information.

CARRIED

File Number	Added to Action Table	Issue	Outcomes	Comments December 2015
1855E	June 2015	Footpath Maintenance – Rodway Arcade to Council Chambers	Letter written to Meg Madge to seek further clarification. Awaiting response	Tried to contact Meg, without success, however will continue to try
28441E	September 2015	Photo recently posted on Council's Facebook page about special matting placed on the beach to enable wheelchair users to access the water.	The Holey belt is an affordable option on certain sites like our network of boat ramps including quiet coastal bays. An option is to combine this with a disability wheel chair at each surf club. We have started this with chairs at Mollymook & Culburra. The size of the Shoalhaven and limited resourcing makes achieving an equitable result very challenging. Cost is the main consideration to roll out of more mats. Coast and Estuaries are reviewing the need for matting and will keep the SACC advised of progress	Special matting was put into 4 locations, all 4 mats have deteriorated. Ray Massie has put a new version at Culburra Beach using holey belt, the slope is steep and is not good for wheelchairs. Investigate and report back to the next meeting on other types of matting or boardwalk – Ray Massie.
9738E	September 2015	Ms Stephens raised the issue of lack of accessible public toilet facilities at Bomaderry	Bomaderry CBD Precinct has a shopping Plaza, Tavern and railway station that have toilets available for patron usage. Bomaderry CBD has 17 other shops outside of the facilities that have a toilet for patrons and general public have access to the Bomaderry oval Public toilets which is within 500 Metres of the Post Office	Staff investigated the toilet facilities. The toilets are locked and the landlord has instructed key not to be given out. Staff will investigate the condition of DA consent and will update for next meeting.
9738E	September 2015	Council investigate opening the toilets at the Artie Smith Oval in relation to proposed upgrades.	Artie Smith does not have enough passive usage to warrant opening the toilet for general public use. The additional operating costs to undertake the request would be in Cleaning and general maintenance of \$4,640 per annum. This would require a reduction in service level of cleaning of other public amenities or an increase in income which is unlikely	If left open the maintenance will cost over \$4500, and will have to cut back services at other venues, there is no additional budget to open this facility. Some sporting fields are open for public use. Aquatics Manager stated people with disability allowed access to the facilities at no cost.
8852E	September 2015	The accessible toilet facility at the Woollamia Boat Ramp was in a very poor condition. The seat was unusable and the room	Council have written to the four resident Groups to advise. One resident group supports the resolution of Council. Upon researching the purpose of the MLak key. It has been determined to be that its primary purpose is to allow persons with disabilities 24 hour access to toilets. It then states that	Jackie – Woollamia Boat Ramp and other areas facilities - Berry raised concerns about the facilities. MLAK key is not appropriate in this facility.

		<p>itself was filthy. Ms Kay suggested installation of an MLAK key.</p> <p>The Committee discussed the installation of MLAK locks and agreed that it is important toilets have 24/7 access. Where accessible toilets are locked at night it is desirable to have an MLAK Key lock installed</p>	<p>accessible toilets should be open during the day, but it is sometimes necessary to lock them after hours i.e. cleaning and vandalism.</p> <p>Two toilets fit this category i.e. they have been locked to reduce vandalism they are Nowra Egan's lane and Nowra Stewart Place. MLak and Signage has been installed at these locations</p>	<p>Staff response:</p> <p>Council have written to the four resident Groups to advise. One Resident Group supports the resolution of Council. Upon researching the purpose of the MLAK key, it has been determined that its primary purpose is to allow persons with disabilities 24hr access to toilets. It then states that accessible toilets should be open during the day, but sometimes necessary to lock them after hours due to cleaning and vandalism. Two toilets fit this category i.e. Egans Lane and Stuart Place Nowra. MLAK signage has been installed at both these locations.</p> <p>An update will be provided at the next meeting</p>
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GENERAL BUSINESS

5. Additional Item – People For Access File 1228E

People for Access – Bill Deaves

Bill brought to the meeting an example of a ramp made from recycled tyres. The ramp is 900mm wide and is ideal for entry thresholds, eg Doctors. The ramp can also be made out of wood.

6. Additional Item – People For Access File 17655E

Bill brought photos and reporting on pathways on the North and South side of Junction Street, Nowra.

Karen advised the Committee of the Snap/Send/Solve App which will send a maintenance report into the Council's system.

MOTION:

Moved: Consent

RESOLVED that staff investigate both the north and south sides of Junction Street and report back on maintenance/repair options for matching materials and to make the pathways level and secure for accessible.

CARRIED

7. Additional Item – Footpath Maintenance – Ulladulla File 9261E

Theo Bagou advised the committee the following:

- Boree Street – side of the street near the Chinese Restaurant there is a large tree which is lifting the path and it has made it unsafe.

Karen advised the Committee of the Snap/Send/Solve App which will send a maintenance report into the Council's system.

MOTION:

Moved: be consent

RESOLVED that a report be submitted to the next Access Advisory Committee regarding the pathways of Boree Street, Tallwood and Mitchell Parade.

CARRIED

8. Additional Item – Access to lift – Ulladulla File 1228E

Theo advised that the Cinema has put a lift in.

9. Additional Item – Inclusive Tourism Update File 32929E

Jackie Kay advised the Committee:

- The Tourism Section has completed Access Audits on all hotel rooms in the Shoalhaven which will be uploaded to the website (www.itsheaven.org)
- The next Audit will be on the Fishing Jetties and Wharfs around the Shoalhaven

10. Additional Item – Lift Access Huskisson File 1228E

Jackie Kay advised the Committee:

- The new Chinese Restaurant in Huskisson has a lift however a key is required to gain access. Staff will follow up on the DA and report back to the members.

MOTION:

Moved: by Consent

RESOLVED that Staff report back on the access to the lift at the Chinese Restaurant at Huskisson.

CARRIED

11. Additional Item – Public Toilets File 8852E

Jackie Kay advised the Committee:

- There are toilets around the Shoalhaven that are not compliant and do not satisfy the building code, the toilet is not positioned correctly, a request has been submitted to meet with Council staff on this matter.

12. Additional Item – Nowra Aquatic Centre – Accessible Toilet File 30050E

Jackie Kay advised the Committee:

- Nowra Aquatic Centre – the Accessible toilet (Changing Places) design can cater for 2 carers. A Survey is out on exhibition in relation to this facility. Staff provided a presentation in relation to the Survey.

13. Additional Item – Isa Road Medical Centre File DA15/1208

The Committee were advised that The Medical Centre in Isa Road, Worrigeer is expanding and that they have positioned the toilet in the middle of the wall, which is not compliant with AS1428 – Need to look at the DA

14. Additional Item – Nowra Christian Community School - Access File 8803E

The Committee were advised that on Old Southern Road at the Nowra Christian Community School no access or footpath or guttering to cross the road safely.

Paul Hartley will send the information to Karen.

15. Additional Item – Riverfest Access - Transport File 52530E

Nola Stephens advised the Committee that there was a lot of traffic congestion around Bridge Road, Nowra at the time of the Riverfest. It was suggested that Bus Transport be provided to and from the town centre to alleviate the congestion and to allow accessible people to enjoy the Festival.

MOTION: Moved: Consent

RESOLVED that a letter be sent to the Riverfest Committee recommending that a shuttle bus be used for the 2016 Riverfest Event.

CARRIED

16. Additional Item – Nowra Administrative Centre – Level 2 Counter File 49412E

The Committee were provided with draft plans of the new Level 2 Counter Services at the Nowra Administrative Centre.

The Committee will submit responses back to Karen to pass onto Martin Upitis in relation to access issues.

17. Additional Item – 2016 Meeting Schedule File 1228E

Karen advised the Committee that at the Ordinary Meeting, Council resolved that for 2016 the Shoalhaven Access Advisory Committee would have 2 meetings for the year.

The Committee discussed this and it was agreed that the 2 meetings for 2016 would be trialled and members if they wish to can become members of the People for Access which meet every second Wednesday of each month in the Library Meeting Room.

MOTION: Moved: Consent

RESOLVED that The Shoalhaven Access Advisory Committee schedule 2 meetings for 2016.

CARRIED

18. Additional Item – What’s Happening in the Shoalhaven File 1228E

Karen advised the Committee regarding the following projects that are taking place around the Shoalhaven:

- Berry School of Arts – Upgrade Works
- Flinders Road, South Nowra Road realignment
- Quinns Lane, South Nowra – Drainage Works
- Gerroa Road, Shoalhaven Heads – Pavement rehabilitation
- Goodland Road, Wolloamia – Sealing Works
- Turpentine Road, Tomerong – Road Upgrade

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- Hawke Street, Huskisson – Kerb and Guttering
 - Leo Drive, Huskisson – Kerb and Guttering
 - Huskisson Wharf – Stage one works
 - Orion Beach, Shared User Pathway – Construction of Path
 - Greville Avenue, Sanctuary Point – Kerb and Guttering
 - Matron Porter Drive, Milton – Shared User Pathway
 - St Vincent Street, Ulladulla – Shared User Pathway
 - Camden Street, Ulladulla – Pavement rehabilitation

19. Additional Item – OLG – Circular to Councils – Disability Inclusion Action Planning requirements of Local Councils File 20168E

Karen provided to the Committee a copy of the OLG Circular to Councils – Disability Inclusion Action Planning requirements of local Councils. This will be distributed with the Minutes. There is a Disability Inclusion Action Plan being created by Council. As soon as it is in Draft level will present to the Committee.

There being no further business, the meeting concluded, the time being 3.41pm.

Clr Kitchener
CHAIRPERSON

SHOALHAVEN ACCESS ADVISORY COMMITTEE

MONDAY, 11 APRIL 2016

CORPORATE AND COMMUNITY SERVICES

1. **Additional Items Progress on Issues from the Shoalhaven Access Advisory Committee Minutes December 2015** **File 1228E**
-

SECTION MANAGER: Jane Lewis.

PURPOSE:

To inform the Access Advisory Committee of progress on previous issues for actioning as per Access Advisory Committee Minutes of December 2015.

RECOMMENDED that the Shoalhaven Access Advisory Committee receive this report for information.

OPTIONS

Access Advisory Committee accepts the progress report on items received for action from the December 2015 meeting.

DETAILS

Below is a table with comments and decisions made by the Committee and staff of Shoalhaven City Council.

File Number	Added to Action Table	Issue	Outcomes	Reports or comments
28441E	September 2015	Photo recently posted on Council's Facebook page about special matting placed on the beach to enable wheelchair users to access the water.	The Holey Belt is an affordable option on certain sites like our network of boat ramps including quiet coastal bays. An option is to combine this with a disability wheel chair at each surf club. We have started this with chairs at Mollymook & Culburra. The size of the Shoalhaven and limited	Ray Massie, Coast and Estuary Officer will provide a report to future SAAC meeting when changes/progress occurs.

			resourcing makes achieving an equitable result very challenging. Cost is the main consideration to roll out of more mats. Coast and Estuaries are reviewing the need for matting and will keep the SACC advised of progress.	
18551E	December 2015	Pathways on the north and south side of Junction Street Nowra are uneven and damaged.	Staff investigate both the north and south sides of Junction Street Nowra and report back on maintenance/repair options for matching materials and to make the pathways level and secure for accessible.	Martin Upitis, Manager Asset Management will present report at the April meeting re outcome from site inspection and progress on repairs.
40866E	December 2015	Boree Street Ulladulla – side of the street near the Chinese Restaurant there is a large tree which is lifting the path and it has made it unsafe.		Martin Upitis to report to the April Access Advisory Committee regarding the pathways of Boree Street, Tallwood and Mitchell Parade Ulladulla.
1228E	December 2015	The new Chinese Restaurant in Huskisson has a lift however a key is required to gain access.		Staff met with owners and key access will be available from restaurant.
1387E	December 2015	Old Southern Road at the Nowra Christian Community School no access or footpath or guttering to cross the road safely.	Investigation to occur	Martin Upitis, Manager Asset Management will present report at the April meeting of site inspection

FINANCIAL IMPLICATIONS:

As per recommendations from sections responsible for implementation of recommendations.

COMMUNITY ENGAGEMENT:

Develop partnerships to engage with the community to meet the needs of people with a disability.

Shoalhaven Access Advisory committee has.

- A focus of ensuring access to Council owned facilities.
- Maintain equity of access to public open spaces
- A representation of local community members at each meeting

Craig Milburn

DIRECTOR CORPORATE & COMMUNITY SERVICES

SHOALHAVEN ACCESS ADVISORY COMMITTEE

MONDAY, 11 APRIL 2016

PLANNING AND DEVELOPMENT

2. **Medical Centre, 51 Isa Road, Worrigeo – Compliance with AS1428.1-2009
File DA15/1208**
-

SECTION MANAGER: Cathy Bern

PURPOSE:

On 1 December 2015, The Shoalhaven Access Advisory Committee resolved the following:

“The Committee were advised that The Medical Centre in Isa Road, Worrigeo is expanding and that they have positioned the toilet in the middle of the wall, which is not compliant with AS1428 – Need to look at the DA”

In accordance with the above resolution the following report is provided to the Shoalhaven Access Advisory Committee for its information.

RECOMMENDED that the Access Advisory Committee receives this report for information.

OPTIONS

1. To accept the recommendation.
2. To reject the recommendation and provide an alternative recommendation.

DETAILS

DA15/1208 - Background

Development Application (DA) 15/1208 was approved by Council on 11 November 2015. The DA approved a change in use from a dwelling house to a medical centre at 51 Isa Road, Worrigeo (see **Attachment ‘A’**). The approved development comprising (summary only):

- Five (5) consultant rooms;
- Conference room (previously the garage);
- Waiting/reception area;
- Ancillary facilities including a staff toilet and accessible toilet;
- Treatment room;
- Isolation Room;

-
- Store room;
 - Associated works including access/manoeuvring areas, drainage, etc; and
 - Nine (9) car spaces (3 within the development site and 6 within Isa Road).

A plan showing the approved floor layout of the development is provided in **Attachment 'B'**.

DA15/1208 – File Review/ Compliance with AS1428.1-2009

The floor plans originally submitted with the DA were amended as a result of concerns raised by Council officers that they did not comply with the provisions of AS1428.1-2009. Specifically, these concerns related to door widths, circulation areas and the accessible sanitary compartment.

The applicant subsequently submitted amended plans (see **Attachment 'B'**) with Council officers recognising that these contained insufficient detail for the accessible sanitary compartment. Council officers were however satisfied that the amended floor layout could easily be modified to demonstrate compliance with AS1428.1-2009 and as a result a condition was included in the development consent requiring compliance with AS1428.1 prior to the issue of a Construction Certificate (refer to Condition 17 of Development Consent 15/1208).

Council's Section Manager Building and Compliance has reviewed the development consent and is satisfied that Condition 17 of the issued development consent adequately addresses accessibility for a person with a disability.

A Construction Certificate (CC) relating to the approved development was issued by Council on 2 February 2016. A 1:20 floor plan of the accessible sanitary compartment was provided as part of the CC documentation (see **Attachment 'C'**). This has been reviewed by Council officers who have confirmed the toilet facilities design complies with AS1428.1-2009.

FINANCIAL IMPLICATIONS:

There are no direct financial implications for Council.

COMMUNITY ENGAGEMENT:

The DA when received was notified in accordance with Council's Community Consultation Policy. The issued development consent, associated approved plans and supporting documentation are viewable on Council's website using the DA Tracking links and the associated DA number.

Tim Fletcher
DIRECTOR, PLANNING AND DEVELOPMENT SERVICES