

Access Advisory Committee

8 September 2014

Minutes

HELD AT BVSC Chambers

Action Items - BVSC

Bruce Steer Pool

- Richard Cunningham to investigate other areas that have installed mesh decking and other types of decking and report back design for committee to make comments.

Pambula River Mouth

- Council staff will consult the Access Committee on the next phase of the project.

Barriers Register

- Simon Schweitzer to distribute updated Register prior to the next meeting.
- Council staff to further develop identifying and addressing access issues raised through the customer service centre. Report update at next meeting.

Inclusion Action Plan

- Council will set a date prior to the next meeting for a working group to discuss and provide feedback for those interested in attending.

Bega Clock Tower

- Council staff to investigate hazardous traffic crossing and report back at next meeting.

Bus Shelters

- Simon Schweitzer to advise at next meeting the process relating to the funding and construction of bus shelters.

Merimbula Telephone Pole

- Council staff to investigate options with land owners/Telstra and raise the issue of the difficulty the telephone pole represents in trying to navigate the footpath.

Council Works Programs & Works on Council Land

- Council staff to review and seek feedback from the Committee.

Reimbursement Policy

- Council staff will send fuel cards to committee members who attended the meeting of 8 September 2014. In future fuel cards will be distributed at the committee meetings.

Action Items – Access Advisory Committee

- Committee to consider creating a brochure for improved access for retail outlets. Good Access is Good Business.
- Colin Dunn to liaise with Bob McAllister to consider funding brochure and presenter training.
- Committee to respond by letter to Westpac Bank to obtain current status.
- Ron Finneran to liaise with BVSC engineering regarding Bruce Steer Pool and nominate a Bermagui representative to consult.

Present

Cr. Tapscott (Convenor)	Colin Dunn	Simon Schweitzer (BVSC)
Ronald Finneran	Nathan Johnston	Richard Cunningham (BVSC)
Graham Carmody	Rosemary Oates	
Jennifer Dessens	Jeff Tipping (BVSC)	

1. Apologies

Lyndon Lewis	Leah Ogden	Sue Thomas
Chris Sparks		

2. Election of new committee for 2014/16

Volunteer induction was undertaken prior to the meeting for members attending.

Cr. Tapscott welcomed the first meeting of the new committee for 2014/16.

Simon Schweitzer presented that the role of the Access Committee is to take an advocacy role on behalf of residents in discussing and providing input into resolving issues of access within the Shire.

3. Election of new Chairperson

The election of a Chairperson was conducted by a show of hands and it was resolved unanimously by the motion by Rosemary Oates and Colin Dunn to accept Ron Finneran as the Chairperson for the 2014/16 Access Committee.

4. Housekeeping

4.1 Council Contacts

The Access Committee will be facilitated by the Group Manager, Community Relations & Leisure – Anthony Basford (commencing 20 October 2014). The first point of contact for the Committee is Katrina Wright.

4.2 Guidelines

- Committee minutes are to be distributed within 2 weeks of the meeting
- Agenda to be distributed 2 weeks prior to meeting
- Meetings are to be held quarterly. Dates to be confirmed as follows:-
 - Monday, 8 December 2014
 - Monday, 9 March 2015
 - Monday, 1 June 2015
 - Monday, 7 September 2015
- The activities of any working group meetings held are to be reported back to the next Access Committee meeting.

5. Confirmation of minutes

Due to the new members being elected the Minutes of the 2 June 2014 Committee Meeting will be ratified at the next meeting on the 8 December 2014.

6. Business arising from last meeting

6.1 Ford Park, Merimbula

Simon Schweitzer distributed the plans of the new inclusive playground project at Ford Park prepared by Fiona Robbe Architect. The project was originally suggested by Merimbula Rotary and is in the process of wrapping up the consultation phase. The Access Committee has been involved via Ron Finneran. The project is supported by Touched by Olivia Foundation and NSW State Government. Construction is due to start before the end of 2014.

6.2 Bruce Steer Pool, Bermagui

Project commenced one year ago with Bermagui Senior Citizens Club wanting better access to the pool. Preliminary plans to the main entrance have been an expensive option. It was raised to consider mesh decking. Surf Club have a wheelchair that can go into pool. Challenges with foundation and rock.

Action: Richard Cunningham to investigate other areas that have installed mesh decking and other types of decking and report back design for committee to make comments.

Action: Ron Finneran to liaise with BVSC engineering and nominate a Bermagui representative to consult.

6.3 Pambula River Mouth

Commencing second phase that includes the design of a ramp access to the beach together with toilet and shower facilities.

Action: Council staff will consult the Access Committee on the next phase of the project.

Simon Schweitzer advised that there was not a budget for water access to all beaches in the shire. A better approach is to focus on 2 – 3 places that may be better suited to providing water access and focus on those.

6.4 Barriers Register

Action: Simon Schweitzer to distribute updated Register prior to the next meeting.

Action: Council staff to further develop identifying and addressing access issues raised through the customer service centre. Report update at next meeting.

6.5 Snap Send Solve Application

Simon Schweitzer distributed media release regarding new free mobile phone application. The Snap Send Solve app allows people with an Apple or Android smartphone to take photos of issues relating to Council that creates a task for the relevant section. Easier way of reporting and managing issues within the shire.

6.6 Exempt Developments

Simon Schweitzer distributed copies of the NSW State legislation that states that Council is unable to make businesses lodge a DA where there is no change of use for example retail.

Action: Committee to consider creating a brochure for improved access for retail outlets. Good Access is Good Business.

Action: Colin Dunn to liaise with Bob McAllister to consider funding brochure and presenter training.

Committee members to consider better ways of educating the broader community such as attending Chamber of Commerce meetings, invite organisations such as Sapphire Coast Tourism to attend an Access Committee meeting.

6.7 Inclusion Action Plan

Inclusion Action Plan is still in a preliminary draft version. The draft plan is aiming to capture best practice guides, improving processes and developing resources to improve access.

Action: Council will set a date prior to the next meeting for a working group to discuss and provide feedback for those interested in attending.

7. New business

7.1 Bega Clock Tower

Nathan Marshall raised the issue of the hazardous traffic crossing at the clock tower in Bega.

Action: Council staff to investigate and report back at next meeting.

7.2 Bega Westpac Bank

A response letter was received by Westpac Bank dated 16 April 2014. It did assure the Access Committee that they are working on the issues raised and will provide further information once a quote for the work required has been approved.

Action: Committee to respond by letter to Westpac Bank to obtain current status.

7.3 Bermagui Bus Shelter

Committee raised the issue of a bus shelter at Bermagui.

Action: Simon Schweitzer to advise at next meeting the process relating to the funding and construction of bus shelters.

7.4 Merimbula Telephone Pole (outside Vinnies)

Action: Council staff to investigate options with land owners/Telstra and raise the issue of the difficulty the telephone pole represents in trying to navigate the footpath.

7.5 Council Works Programs & Works on Council Land

Procedures relating to Council works programs and works on Council land are to be reviewed to ensure they adequately cover access.

Action: Council staff to review and seek feedback from the Committee.

7.6 Reimbursement Policy

Travel allowance is available for Access Committee's members to attend the formal Access Committee meetings held four times per year. Reimbursement will be made by fuel card and

calculated on the distance travelled. These will be distributed at the Access Committee meetings.

Reimbursement for other travel on Committee business will need to be **negotiated and approved prior to travel**.

Action: Council staff will send fuel cards to committee members who attended the meeting of 8 September 2014. In future fuel cards will be distributed at the committee meetings.

7.7 Development Industries

Jeff Tipping will be running information sessions for local developers on the access to premises standards.

8. Closure

The meeting was declared closed at 1.20pm.

9. Next meeting

The next meeting is to be held at Bega Valley Shire Council Chambers on 8 December 2014.