

Access Committee

2 June 2014



HELD AT **BVSC Chambers**

Action items

BVSC

- Council staff to obtain copy of Ford Park concept plans and forward to committee for comment.
- Plans for Bruce Steer Pool and Pambula River to be provided to the Access Committee for ongoing consultation. Consultation will occur between the committee and council regarding other possible developments in the area, including Skate Park and public toilets.
- Provide an updated report on maintenance issues, identified in the barriers register, to the committee. This to be provided with the minutes of the 2 June 2014 meeting.
- Investigate ways of improving the process of reporting and managing maintenance issues. The report to include statistics, the number of reported items, and any progress made on particular matters. This report to be provided to the Access Committee at each meeting.
- Council to provide Access Committee with copies of 'Exempt Development' information via Planning Department.
- Council to distribute an Expression of Interest to the community, calling for expressions to sit on the new Access Committee.
- Council to email a copy of the Access Committee Guidelines to the current Access Committee for comment and review.
- Committee recommends a 9 member Access Committee as the most appropriate size.
- Council to distribute a copy of the Inclusion Plan to the Access Committee for further comment and collaboration. A final copy of the plan will be sent to Council for adoption.

Access Committee

- Colin Dunn to speak with Bob McAlister to update information included in Council's Better Business Brochure and the importance/relevance of improving access to facilities.
- Access Committee members to liaise with Council's Business Growth team to check if the team has already applied for this funding. Colin Dunn to email Simon Schweitzer regarding this matter.

Access Committee

2 June 2014



Present

Jaimie Aubrey	Cr. Tapscott	Nathan Johnston
Leah Ogden	Penny Umback	Ron Finneran
Keith Tull	Leanne Barnes	Simon Schweitzer
Colin Dunn	Chris Sparks	

1 Apologies:

Clare Blewett	Sue Thomas	Neroli Dickson
Cathy Koukoumaftsis		

2 Confirmation of minutes

The Minutes of the 3 March 2014 Committee Meeting were taken as read.

3 Business arising from last meeting

3.1 Bar Beach

This matter is still in the hands of the Office of Environment and Heritage. Council cannot move forward on this project until approval is provided by the department.

3.2 Pambula River mouth

It was reported to the committee that some work has commenced on general upgrades and improvements to the area. Chairperson of the committee discussed his concerns about the plans not being what he considered 'holistic'.

The committee requested a copy of the long-term plans which show different stages of development. The committee also discussed the keeping/upkeep of public toilet facilities at the Pambula River Mouth.

Action:

Council staff to obtain copy of plans and forward to committee for comment.

3.3 Bruce Steer Pool

Plans to complete Bruce Steer Pool have been included in Council's Recreation Asset Management Plan for the 2014/15 period. The Bruce Steer Pool will be scheduled for completion in 2014/15, with contribution being made to the project from Access Committee Funds.

Action:

Further plans for the area to be provided to the Access Committee for ongoing consultation. The committee requested further consultation regarding other possible developments in the area between Bruce steer pool, the new Skate Park, playground and public toilets.

3.4 Barriers Register

Barriers have been listed and provided to Council. Questions asked by the committee as to how these barriers can be incorporated into Council's maintenance schedule.

Council advised the committee any minor items have been passed on to the regular maintenance teams and will be addressed as part of the maintenance schedule. All other barriers will be assessed as part of Council's long-term maintenance plans. The committee were advised and encouraged to report any minor access matter to the Customer Service Team on 6499 2222.

Any longer-term, or major access works can then be discussed at Access Committee Meetings.

Action:

- Council to provide an updated report on maintenance issues raised in the barriers register. This to be provided with the minutes of the 2 June 2014 meeting.
- Council to investigate ways of improving the process of reporting and managing maintenance issues. The report to include statistics, the number of reported items, and any progress made on particular matters. A copy of this report to be provided to the Access Committee at each meeting.

3.5 Better Business Brochure

This project is still a work-in-progress. Access Committee representative will continue to work in collaboration with Council's Business Growth team to develop the brochure.

Action:

Colin Dunn to speak with Bob McAlister to update information included in Council's Better Business Brochure and the importance/relevance of improving access to facilities.

3.6 Discussion of planning processes within Council

Council's Manager of Planning Services (Keith Tull) was welcomed by the committee. Keith provided an overview of relevant planning legislation that Council operates under. In particular, Keith discussed the topic of 'Exempt Development', which deals with the various requirements of businesses to lodge (or not lodge) Development Applications (DA) for changes to physical aspects of shops/businesses.

The State Legislation does not currently require businesses to lodge a DA where there is no change of use (retail for retail) for example. Council is unable to put a condition on the DA regarding compliance with access where there are no requirements under the State Legislation to lodge a DA.

Council is being proactive in liaising with local businesses and raising the profile and importance of providing suitable access to business premises.

Action:

Council to provide Access Committee with copies of 'Exempt Development' information via Planning Department.

3.7 Access in Bega

The matter of accessing numerous businesses within the Bega CBD was raised by the chair person. In particular, the access to the National Bank, Westpac Bank, and Bega Newsagency was discussed.

The committee have written to representatives of both the National and Westpac Branches in Bega. The committee agreed to approach these businesses on an individual as well as collective basis. Individual members of the access committee will continue to liaise with these businesses in regards to improving access to the premises. This matter is ongoing.

3.8 Committee Structure, recruitments and Guidelines

It was reported to the committee, that the group will now report directly to the Group Manager of Community & Relationships. As part of Council's new restructure, the Group Manager position will be officially advertised.

Council will be calling for Expressions of Interest (EOI) from the community to sit on the newly formed Access Committee. The EOI will be published in late June of 2014.

The recommendation of the committee is that the Access Committee will consist of 9 members and continue to meet on the current schedule. The committee will take on a more strategic focus in the future and be responsible for providing an advisory role to Council regarding access within the Bega Valley Shire. The committee will consist of a full range of community members including but not limited to business representatives, community organisations, young people, people over 65, people with a disability, or any person with an interest in advocating for improved access in the Bega Valley Shire.

Action:

- Council to distribute an Expression of Interest to the community, calling for expressions to sit on the new Access Committee.
- Council to email a copy of the Access Committee Guidelines to the current Access Committee for comment and review.

3.9 Disability/Inclusion Action Plan

The committee were presented with a preliminary draft version of Council's Disability/Inclusion Action Plan.

Action:

Council to distribute a copy of the Inclusion Plan to the Access Committee for further comment and collaboration. A final copy of the plan will be sent to Council for adoption.

4 New business

4.1 Application for Funding

Funding has been identified by the Access Committee who will consider applying for funding under the Regional Visitor Economic Fund. Applications close 13 June, 2014.

Action:

Access Committee members to liaise with Council's Business Growth team to check if the team has already applied for this funding. Colin Dunn will email Simon Schweitzer regarding this matter.

5 Closure

The meeting was declared closed at 12.35pm.

6 Next meeting

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