



# Minutes

Disability Access Committee  
17 December 2013

4.00-5.00pm

Hartley Meeting Room  
Lithgow City Council

Name of Committee	
Item Number	Agenda
1	Welcome/present/ apologies
2	Confirmation of minutes
3	Business Arising
4	Disability Access Plan
5	Lithgow CBD Revitalisation
6	General Business

**ITEM: 1 PRESENT AND APOLOGIES**

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**PRESENT:** Cllr McGinnes, Janine Smith, Dan Smith, Julie Favell and Bronwyn Webb.

**APOLOGIES:** Cllr Statham, Jim Nichols and Kym Snow.

**OFFICERS:** Juli-Ann Brozek, Matthew Johnson, Iain Stewart, Viktoria Gulabovski and Melanie Jones.

**DECLARATION OF INTERESTS:** Nil

**ITEM: 2 CONFIRMATION OF MINUTES FROM THE PREVIOUS MEETING**

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The minutes from the previous meeting held 12 November 2013 were endorsed via email and presented to Council on 25 November 2013.

**ACTION**

**THAT** the minutes of the meeting held on 12 November 2013 be taken as read and confirmed.

**MOVED:** Bronwyn Webb  
**Carried**

**SECONDED:** Janine Smith

**ITEM: 3 BUSINESS ARISING FROM THE PREVIOUS MINUTES**

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**3.1 Steps outside Portland Chemist:** The request for the installation of a hand rail in Williwa Street Portland, outside the Portland Chemist has been forwarded to Council's Operations Group for consideration, and will be included in the upcoming draft budget estimates for 2014/15.

**3.2 Main Street CBD Revitalisation Plan update:** An update from the Main Street CBD Revitalisation Committee was provided and at this stage Council has received 5 consultant submissions to prepare the plan. These will be assessed and a consultant will be appointed early in 2014.

**3.3 Access at Lithgow Valley Plaza update:** A progress report was provided about the solutions to access issues at the Lithgow Valley Plaza. The centre managers and owners have agreed to work with Council to address access issues that have been identified at the Valley Plaza by installing an additional layback/ramp into the centre car park from Bent Street. A report on the progress of this work will be provided at the next meeting. Council has also completed work to the layback on the car park exit on Lithgow Street, making it accessible to wheelchairs and mobility scooters.

**3.4 Update on the disability car space at the Civic Ballroom:** The work to move the disabled parking zone back by one space to make the ramp accessible in front of the Civic Ballroom has been completed.

**3.5 Lighting in the lane way beside the Lithgow Library:** The issue of a lack of lighting in the lane way beside the Lithgow Library (Burns Lane) was raised at the last meeting. Council will approach Country Energy to undertake an assessment prior to any action being taken. The possibility of using solar panels for any additional lighting installed was discussed.

**ACTION**

**THAT** the progress update on business arising be noted.

**MOVED:** Julie Favell  
**Carried**

**SECONDED:** Janine Smith

**ITEM: 4      DISABILITY ACCESS PLAN**

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**SUMMARY**

A draft of the Disability Access Plan was presented to the committee for consideration.

**COMMENTARY**

The draft access plan was presented to the committee for consideration. The Committee was asked for comment either at the next meeting or in the meantime by contacting the Community Development Officer. Comments from the committee will be incorporated into the plan.

**ACTION**

**THAT** the progress on development of the Disability Access Plan be noted.

**MOVED:** Bronwyn Webb  
**Carried**

**SECONDED:** Janine Smith

**ITEM: 5      REPORT TO LITHGOW CBD REVITALISATION COMMITTEE**

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**SUMMARY**

A draft report from the Disability Access Committee to the Main Street CBD Revitalisation Committee on access issues was tabled.

**COMMENTARY**

The report outlines access issues that have been identified during development of the Disability Access Plan with suggestions the committee would like to see incorporated into the planning of the Main Street improvements. These include:

- Ensuring adequate lighting
- Providing local businesses with the opportunity to work with the consultants appointed to work on the CBD Revitalisation Plan, to improve access to their businesses.
- Sufficient seating through the Main Street, including some sheltered seating.
- Compliant laybacks and ramps throughout the Main Street.
- Flat, non-slip pavement surfaces.

**ACTION**

**THAT** the report to the Lithgow CBD Revitalisation Committee be noted.

**MOVED:** Janine Smith

**SECONDED:** Bronwyn Webb

**Carried**

**ITEM 6: GENERAL BUSINESS**

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**6.1 Meeting dates 2014:** A list of meeting dates for 2014 was distributed to the committee for approval:

4 February 2014  
25 March 2014  
6 May 2014  
24 June 2014  
12 August 2014  
30 September 2014  
11 November 2014  
16 December 2014

**6.2 Accessible counters in the Council Administration building:** The committee asked that provision be made in Council's draft 2014/15 budget for the front counters in the administration building to be lowered so they are accessible to people in wheelchairs.

**6.3 Audit on Council owned premises:** The committee discussed the possibility of conducting an audit on all Council owned buildings to determine if they are compliant with the Disability Standards. This will be an action of the Disability Access Plan.

**ACTION**

**THAT** the items in General Business be noted.

**MOVED:** Janine Smith  
**Carried**

**SECONDED:** Julie Favell

**ITEM: 7 NEXT MEETING**

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**Next Meeting:** Tuesday 4 February 2014  
4:00-5:00pm  
Hartley Building Meeting Room  
Lithgow City Council

**There being no further business the meeting closed at 4:55pm**